

**CITY OF SUTHERLIN  
PLANNING COMMISSION MEETING  
CIVIC AUDITORIUM – 7PM  
TUESDAY, DECEMBER 19, 2017**

**COMMISSION MEMBERS PRESENT:** William Lee, Richard Price, Sam Robinson and Michelle Sumner

**COMMISSION MEMBERS EXCUSED:** John Lusby

**COMMISSION MEMBERS ABSENT:** None

**CITY STAFF:** Brian Elliott, Community Development Director and Kristi Gilbert, Community Development Specialist

**AUDIENCE:** Gladys Robinson

Meeting called to order at 7:00 pm by Vice-Chair Sumner.

**FLAG SALUTE**

**INTRODUCTION OF MEDIA:** None

**APPROVAL OF MINUTES**

A motion made by Commissioner Price to approve the minutes of the September 19, 2017 Planning Commission meeting; second made by Commissioner Robinson.

In favor: Commissioners Robinson, Price, Lee and Vice-Chair Sumner

Opposed: None

Motion carried unanimously.

**UGB UPDATE – TRANSPORTATION IMPACT STUDY (TIS)**

**Kristi Gilbert, Community Development Specialist**, provided the Planning Commission an update to the UGB Exchange. She stated that the City Council held a workshop and a public hearing on the matter. In response to comments submitted into the record by ODOT, Council continued the hearing to a date certain of January 8, 2018, allowing staff to move forward with hiring an engineering consultant to complete a Transportation Impact Study (TIS) according to the scope of work provided by ODOT. Upon receiving the draft TIS, on November 27, 2017, staff forwarded it to ODOT for their review. Staff has a meeting set up for December 20<sup>th</sup> to meet with the Engineering consultant and ODOT staff to address concerns raised to the draft TIS report. Staff will have further direction following the meeting.

**MONTHLY ACTIVITY REPORT**

**Brian Elliott, Community Development Director**, provided updates to several City projects, beginning with Central Avenue. He indicated that the construction started prior to October with utility conflict work and has continued to move forward. The project is currently on schedule with the reconstruction of the ADA ramps. Work on the ramps is currently rotating from the east end of Central to the west end of Central Avenue due to utility conflicts. Mr. Elliott noted that there have not

been any traffic control complaints; however, the City continues to receive complaints regarding pot holes.

Mr. Elliott stated that N. Comstock was 100% complete; however, discussions continue regarding the installation of speed bumps/humps and signage.

Mr. Elliott provided an update to the Wastewater Treatment Plant (WWTP), stating that the project will go out to bid in late January or early February, 2018. He stated that the Department of State Lands (DSL) have been great to work with; however the US Army Corp of Engineers (USACE) has caused some major hiccups throughout the project. Three concerns they raised were the Ford's Pond Discharge Line, Staging Area and the Wastewater Treatment Plant Construction Site.

Mr. Elliott concluded his Activity Updates by informing the Commission that the Ford's Pond Community Park Masterplan was adopted by Council on December 11, 2017. Partnering with Friends of Ford's Pond, the City will now pursue grants for Phase 1 and Phase 2.

**PUBLIC COMMENT** - None

**COMMISSION COMMENTS**

Commissioner Price raised visibility concerns with the shrubs that have grown into the right-of-way at the intersection of Myrtle and Central (near Dutch Bros) and at the intersection of Taylor and Central.

Commissioner Sumner raised concerns with the large pot hole on S. State Street, that appeared to have not been filled following the construction of houses in that location.

Mrs. Gilbert informed the Commission that Commissioner Jacobs has resigned from the Commission and has moved out of the area. She then indicated that the Commission was down to five Commissioners, so if anyone knew of some candidates, be sure to have them apply.

**ADJOURNMENT** - With no further business the meeting was adjourned at 7:28 pm.

Respectfully submitted,

*Kristi Gilbert*

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Kristi Gilbert

**APPROVED BY COMMISSION ON THE** 20<sup>th</sup> **DAY OF** February, **2018.**

*John Lusby*

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John Lusby, Commission Chair