

Planning Commission Meeting Minutes

July 15, 2025

Vice-Chairperson: Jeremy Moritz, Presiding
Commissioners Present: Kurt Kayner, Rhonda Giles, Kent Wullenwaber, Susan Jackson, and Joe Neely
Commissioners Absent: Chairperson Todd Culver
Staff Present: City Administrator/Planner Michele Eldridge, Finance Director/Deputy City Recorder Cathy Nelson, and Planning Consultant Zach Galloway
Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

CALL TO ORDER AND ROLL CALL: Order was called at 7:02pm by Vice-Chairperson Jeremy Moritz.

CONCERNED CITIZEN(S) IN THE AUDIENCE. Everyone present was there for items on the agenda.

PUBLIC HEARING

THE MATTER OF THE PROPOSED SITE PLAN REVIEW AND CONDITIONAL USE PERMIT FOR THE PROPOSED ISOVOLTA HT1 PLANT EXPANSION (LU 464-2025 & 465-2025) LOCATED AT 495 TERRITIRIAL STREET.

Vice-Chairperson Jeremy Moritz read aloud the order of proceedings, and noted the procedures for continuance, and the process to keep the record open.

At the hour of 7:04pm, the Public Hearing was opened.

Moritz asked if there were any Conflicts of Interest or any Ex Parte contacts.

None reported.

There were no rebuttals in relation to Conflicts of Interest, or Ex Parte Contacts.

Moritz then read aloud the criteria that were relied upon for this land use hearing and noted additional copies of criteria near the door. He also directed the audience on how they would need to direct testimony towards the applicable criteria, and how an appeal could be made.

STAFF REPORT: Eldridge introduced planning consultant, Zach Galloway. Galloway gave a brief overview of the application. The applicant is requesting a conditional use permit that will allow them

to add an 32,000 sq. ft. addition to their existing facility.

Galloway highlighted the following criteria:

- Criterion 19.15.050 - 1 – Met, 2 – Met, 3 – N/A, 4a – Met with the following conditions:
 - Condition No. 1: Consistency with plans,
 - Condition No. 2: Shared access acceptance,
 - Condition No. 3: Shared access easement,
 - Condition No. 4: Vision Clearance.
- 4b – Met with the following condition:
 - Condition No. 5: Outdoor lighting.
- 4c – Met with the following conditions:
 - Condition No. 6: Parking. Amended to read “the additional 16 required parking spaces, dependent on removal of square footage of non-leasable floor spaces.”
- 4d – Met with the following conditions:
 - Condition No. 7: Sand filter inspection,
 - Condition No. 8: Sand filter O&M,
 - Condition No. 9: Sedimentation and erosion control plan,
 - Condition No. 10: Formal Documentation on RTO emissions/odors.
- 5 – Met, 6 – N/A, 7 – N/A.
- Criterion 19.25.040 – 1a – Met with complete CUP application, 1b – N/A, 1c – Met, 1d – Met.

Staff feel that all requirements are met and recommends approval.

- Moritz clarified that the parking condition of an additional 16 spaces was before the non/leasable floor space was removed. Eldridge said that was correct and the actual number would be decided later.

APPLICANT PRESENTATION: Property Representative Jim Woodall and Engineer Eric Favreau gave a presentation of the new product that will be manufactured.

TESTIMONY IN FAVOR WAS ASKED FOR.

- None given.

TESTIMONY IN OPPOSITION WAS ASKED FOR.

- None given.

NUETRAL TESTIMONY WAS ASKED FOR.

- None given.

The public hearing was closed at the hour of 7:42pm.

- **Giles motioned to approve with conditions as amended the Isovolta Site Plan Review and Conditional Use Permit (LU-464-2025 & 465-2025), subject to the conditions of approval contained in the July 1, 2025, staff report. This motion is based on findings contained in the July 1, 2025, Staff Report, and on findings made during deliberations on the request. The motion was seconded by Kayner. The Planning Commission then voted unanimously to approve with conditions as amended the Isovolta Site Plan Review and Conditional Use Permit (LU-464-2025 & 465-2025), subject to the conditions of approval contained in the July 1, 2025, staff report. This motion is based on findings contained in the July 1, 2025, Staff Report, and on findings made during deliberations on the request.**

OTHERS: None

With no further discussion, the meeting was adjourned at the hour of 8:11 pm.

Chairperson

City Recorder

City of Harrisburg
PLANNING COMMISSION

NOTICE OF DECISION

REQUEST: The applicant requests approval of a Site Plan and Conditional Use Permit (LU #464-2025) that will allow a 32,000 sq. ft. expansion and a new manufacturing process to the current Isovolta Facility.

LOCATION: 495 Territorial St., Linn County Assessor's Map 15S 04W 10CC, Tax Lot 02300

HEARING DATE: July 15, 2025

ZONING: M-1 (Limited Industrial)

APPLICANT/OWNER

Jim Woodall/Isovolta
495 Territorial St.
Harrisburg, OR 97446

APPEAL DEADLINE: August 4, 9:00AM: 2025

DECISION: The Harrisburg Planning Commission conducted a public hearing on July 15, 2025 and voted to approve the request with conditions of approval. The Planning Commission adopted the findings contained in the July 15, 2025 Staff Report to the Planning Commission, and portions of the minutes from the meeting that demonstrate support for the Planning Commission's actions. Criteria relied upon for review is found in HMC 18.45, 18.55, 18.70, 18.75, 18.80, 18.85, 19.15, and 19.25.

APPEALS: The decisions may be appealed by filing a Notice of Appeal with the City Recorder at 120 Smith Street. The Notice of Appeal should be filed by the Appeal Deadline date listed above. All persons entitled to notice, and who testified during the Planning Commission Hearing specifically addressing the applicable criteria may appeal the Planning Commission's decision to the City Council pursuant to subsection (5) of HMC 19.10.40. The City Council's decision may also be appealed to

the State Land Use Board of Appeals, as applicable. A copy of the complete file of this land use action may be obtained at Harrisburg City Hall. There is a fee of \$1,000 plus actual expenses for appealing a Planning Commission decision to the City Council. The appeal filing procedure is available in HMC 19.10.040.(5)(b).

EFFECTIVE DATE: August 5, 2025, unless an appeal has been filed with the City Recorder.

EFFECTIVE PERIOD: Site Plan approval shall be effective for eighteen (18) months from the date of approval. If the applicant can show intent of initiating construction on the site within the 18-month period, such as applying for a building permit, or making site improvements consistent with the approved development plan, or provides other evidence of working in good faith towards completing the project, and/or can demonstrate failure to obtain building permits and substantially begin construction within 18 months of site design approval was beyond the applicant's immediate control, and if there have been no changes to the applicable code provisions, the City Administrator may extend an approval for an additional 18 months when requested.

A Conditional Use Permit can be suspended or revoked at any time upon findings and actions by the City Administrator as noted in HMC 19.25.050



Jeremy Moritz
Planning Commission Vice-Chair

CONDITIONS OF APPROVAL

CONDITION NO. 1: CONSISTENCY WITH PLANS. Development shall comply with the plans and narrative in the applicant's proposal, except where modified by the Planning Commission through conditions of approval.

CONDITION NO. 2: SHARED ACCESS ACCEPTANCE: Prior to the Building Permit Submittal, the Applicant shall provide documentation that the abutting property owner accepts the proposed asphalt paving improvement and shared access or remove the proposed off-site paving.

CONDITION NO. 3: SHARED ACCESS EASEMENT Before submittal of the Building Permit, the Applicant shall provide a revised Site Plan showing the shared access easement between the site and abutting parcel.

CONDITION NO. 4: VISION CLEARANCE: Before submittal of the Building Permit, the Applicant shall provide a revised Site Plan to clearly show the required vision clearance area, within which there can be no visual obstruction between three feet and eight feet in height above grade.

CONDITION NO. 5: OUTDOOR LIGHTING: Any future outdoor lighting installation is subject to and must demonstrate consistency with HMC 18.75.050 at the time of Building Permit submittal. The Applicant shall provide an outdoor lighting plan signed and sealed by the engineer of record or other licensed professional, as necessary.

CONDITION NO. 6: PARKING: Before submittal of the Building Permit, the Applicant shall provide a revised Site Plan to show the location of the additional required parking spaces dependent upon removal of non-leasable floor spaces, consistent with the City codified dimensional standards at HMC 18.80.030(4).

CONDITION NO. 7: SAND FILTER INSPECTION: Prior to issuance of a Certificate of Occupancy, the Applicant shall allow City personnel to access the sand filter during normal business hours and the open the ditch area pre- and post-filter for the required inspections.

CONDITION NO. 8: SAND FILTER O&M: Prior to Building Permit submittal, the Applicant shall provide to the City a copy of sand filter Operations and Maintenance plan.

CONDITION NO. 9: SEDIMENTATION AND EROSION CONTROL PLAN: At the time of Building Permit submittal, the Applicant shall provide to the City a Sedimentation and erosion control plan.

CONDITION NO. 10: FORMAL DOCUMENTATION ON RTO EMISSIONS/ODORS: Prior to submittal of the Building Permit, the Applicant shall provide formal documentation

about the regenerative thermal oxidizer that verifies odors are sufficiently removed from emissions as asserted in the written narrative.

OTHER DEVELOPMENT CONSIDERATIONS (*Informational Only*)

1. The Applicant shall acquire all required permits, including but not limited to those related to demolition and site preparation, building, electrical, mechanical, and plumbing, before beginning construction of different project components, public improvements as required by HMC Title 15.
2. Additional Design Information is necessary to determine what kinds of building permit changes are required. Most buildings of this size and/or occupancy will require a licensed architect and a licensed engineer. More detailed information on the specifics of the building such as occupancy classification, construction type and fire separation distances are required in order determine if there are any known building code issues. This will also determine if the existing building is already sprinklered, which would then be required of the new addition.
3. Be advised that a 1200-C Permit may be required.
4. Any new fencing will be required to meet the height and landscape standards per HMC 18.75.040(3)(b).

FOR ASSESSMENT AND TAXATION ONLY

S.W.1/4 S.W.1/4 SEC. 10 T.15S. R.4W. W.M.
Linn County

1" = 100'

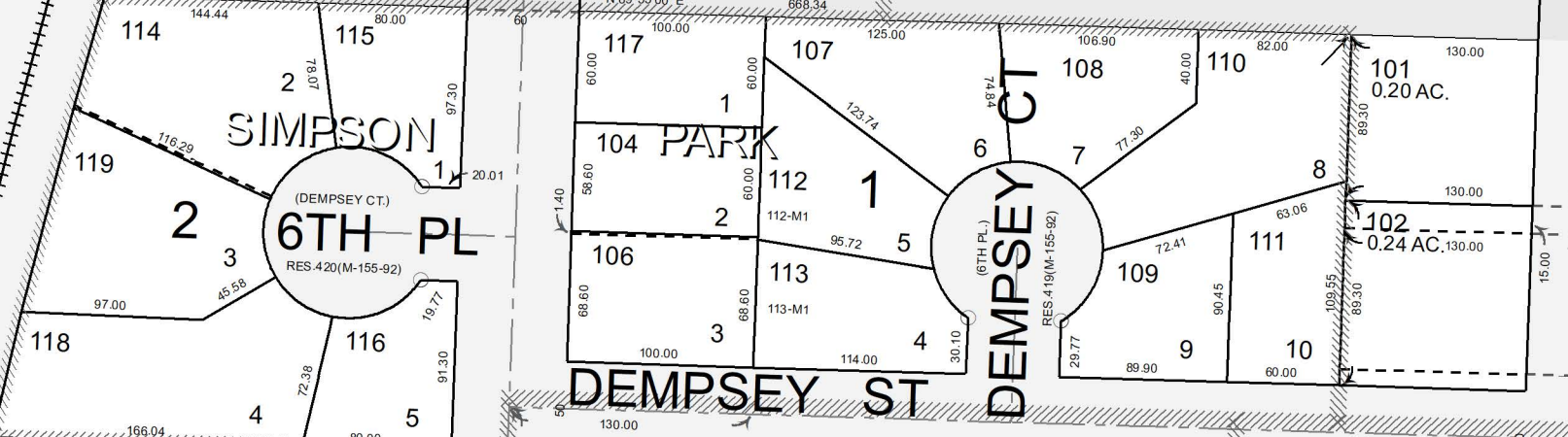
15S04W10CC
HARRISBURG

- Cancelled Nos.
- 1405
- 2302
- 2402 A01
- 2501
- 2404
- 2500
- 1904

SEE MAP 15 4W 9

SEE MAP 15 4W 10CB

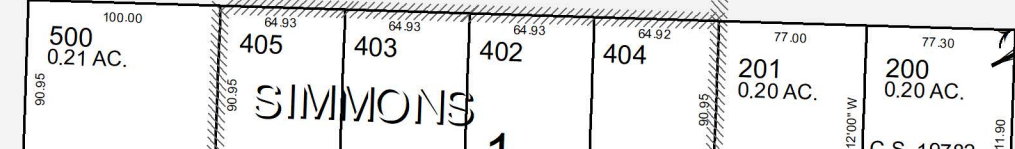
2300
7.46 AC.



PARTITION

S.P.R.R.

PARTITION



O.E.R.R.

PLAT

PARTITION

PLAT 1997-44

STANLEY ST

2015
46

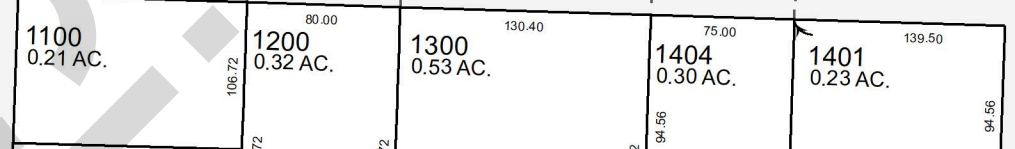
7-1

SIXTH ST

QUINCY ST

7-1 7-8

PARCEL 1



COUNTY RD NO 229

SEVENTH ST

SEE MAP 15 4W 10CD

TERRITORIAL ST

SEE MAP 15 4W 15BB

S.W. COR
WM. H. MCCULLY
D.L.C. 41

S.E. COR
PERRY HYDE
D.L.C. 51

15S04W10CC
HARRISBURG
11/8/2019