



Planning Commission Meeting Minutes March 16, 2021

Chairperson: Todd Culver, Presiding
Commissioners Present: Roger Bristol, Rhonda Giles, Jeremy Moritz, and Susan Jackson
Absent: Kurt Kayner and Kent Wullenwaber
Staff Present: City Administrator/Planner Michele Eldridge, and Finance Officer/Deputy City Recorder Cathy Nelson
Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

CALL TO ORDER AND ROLL CALL: Order was called at 7:00pm by Chairperson Todd Culver.

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

APPROVAL OF MINUTES

Moritz motioned to approve the minutes and was seconded by Bristol. The Planning Commission then voted unanimously to Approve the Minutes for February 16, 2021.

PUBLIC HEARING

THE MATTER OF THE SKIP TRACER AND LADS SITE PLAN REVIEW LU #426-2021.

Chairperson Todd Culver read aloud the order of proceedings, and noted the procedures for a continuance, and the process to keep the record open.

At the hour of 7:01PM, the Public Hearing was opened.

Culver asked if there were any Conflicts of Interest or any Ex Parte contacts; there were none stated. There were no rebuttals in relation to Conflicts of Interest, or Ex Parte Contacts.

Culver 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.

March 16, 2021

STAFF REPORT: Eldridge noted that the applicant went through a similar land use hearing in April 2019 for this structure. The proposed new building is more than twice the size of what had been previously approved, and therefore, required a new site plan. Eldridge summarized the criteria and findings of facts for the application. She highlighted the criteria that would require conditions of approval.

- Moritz asked where the conditions were outlined on the staff report. Eldridge stated they could be found on the bottom of page 18 in the agenda packet.
- Bristol asked if the applicant was able to do the 10 ft. setback because the property was adjacent to farmland. Eldridge stated that was correct. Bristol followed-up by asking if the farmer wanted to build if he would need to have the 20 ft. setback. Eldridge replied that they are in the county and would have to go through them for any building applications. Bristol then asked if the applicant needed an additional permit because they moved the fuel tank. Eldridge noted that the fuel tank would be handled during the actual building permit process.

APPLICANTS TESTIMONY: Brandon Tracer, representative of Skip Tracer and Arlon, LLC, addressed the Planning Commission. He stated that they just wanted to build a large shed. They chose to increase the size of the original building to use more of the open area in the corner next to the lift station. The Planning Commission had no further questions.

TESTIMONY IN FAVOR, IN OPPOSITION, AND NEUTRAL TESTIMONY WAS ASKED FOR.

In Favor:

- None given.

In Opposition:

- None given.

Neutral:

- None given.

No rebuttal of testimony or additional questions for the public.

The public hearing was closed at the hour of 7:17 pm.

- Giles motioned to approve the Skip Tracer & Lads site plan #LU 426-2021, subject to the conditions of approval contained in the March 8, 2021 Staff Report. This motion is based on findings contained in the March 8, 2021 staff report, and on public written and oral comments made on or about this application, and after due deliberation of the Harrisburg Planning Commission on the 16th day of March 2021. She was seconded by Bristol. The Planning Commission then voted unanimously to conditionally approve the Skip Tracer & Lads site plan #LU 426-2021 subject to conditions of approval contained in the March 8, 2021 staff report and after due consideration of written and oral public testimony and findings made by the Commission during deliberations on the application.

OTHERS

- Eldridge reported that John Hitt has been hired as a consultant by the City of Harrisburg. He will continue to help with the code revision project.
- Eldridge reminded the Commissioners that the deadline to complete their EIC filing is April 15th, 2021.

With no further discussion, the meeting was adjourned at the hour of 7:22 pm.

Chairperson

City Recorder

City of Harrisburg

PLANNING COMMISSION

NOTICE OF DECISION

REQUEST: The applicant requests approval of Site Plan Review to construct a roughly 7,500 sq. ft. equipment storage building near the northern end of the property. No new parking or site improvements are proposed.

LOCATION: Tax Lot 606 of Linn County Assessor's Map 15S04W09

HEARING DATE: March 16, 2021

ZONING: M-2 (Heavy Industrial)

**APPLICANT/
OWNER:** Brandon Tracer, on behalf of
Skip Tracer & Lads
PO Box 527
Harrisburg, OR 97446

APPEAL DEADLINE: March 31, 2021, at 5:00 p.m.

DECISION: The Harrisburg Planning Commission conducted a public hearing on March 16, 2021, and voted to approve the request, subject to the attached conditions of approval. The Planning Commission adopted the findings contained in the Staff Report of the March 16, 2021, Planning Commission meeting, and portions of the minutes from the meeting that demonstrate support for the Planning Commission's actions.

APPEALS: The decision 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. Specific information on the requirements for an appeal or a copy of the complete file of this land use action may be obtained at Harrisburg City Hall. There is a fee of \$425.00.

EFFECTIVE DATE: May 1, 2021, unless an appeal has been filed with the City Recorder.

EFFECTIVE PERIOD: Site Plan Review approvals shall be effective for one year from the date of approval. If the applicant has not begun the work associated with the approval within one year, all approvals shall expire. Where the Planning Commission finds that conditions have not changed, at its discretion and without a public hearing, the Commission may extend the period one time for a period not to exceed one additional year.

Unless appealed, this Site Plan Review approval will expire on May 1, 2022.

A handwritten signature in black ink, reading "Todd Culver". The signature is written in a cursive style with a horizontal line underneath the name.

Todd Culver
Planning Commission Chair

CONDITIONS OF APPROVAL

1. **Consistency with Plans** – Development shall comply with the plans and narrative in the applicant's proposal, except where modified by the following conditions of approval.
2. **Building Permits** – Prior to construction, the applicant shall obtain all necessary building permits for the construction of the proposed addition.
3. **Erosion & Sediment Control Plan** – Prior to the issuance of building permits, the applicant shall submit for review and approval an erosion and sediment control plan that demonstrates how the applicant will prevent sediment and runoff from the earthwork from impacting the City's drainage system or other properties.