

## Planning Commission Meeting Minutes November 17, 2020

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Chairperson: Todd Culver, Presiding  
Commissioners Present: Rhonda Giles, Jeremy Moritz, Kurt Kayner, and Susan Jackson  
Absent: Roger Bristol and Kent Wullenwaber  
Staff Present: City Planner Jordan Cogburn, City Administrator/Planner John Hitt (Via Zoom), Asst. City Administrator/City Recorder Michele Eldridge, Public Works Director Chuck Scholz, 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**

- The minutes for October 20, 2020 are not yet available.

### **PUBLIC HEARING**

#### **THE MATTER OF THE WOODHILL CROSSING PRELIMINARY 31-LOT SUBDIVISION APPLICATION (LU 424-2020)**

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 7:02PM, the Public Hearing was opened.

Culver asked if there were any Conflicts of Interest, or Ex Parte contacts. Moritz stated that he had had brief discussions with neighbors. He did not feel that it would hinder his ability to vote on the application in a fair and unbiased manner. 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.**

**STAFF REPORT:** Hitt conferred discussion over to Cogburn. Cogburn informed the commission that the applicant submitted suggestions for street names (Please see Addendum No. 1). Cogburn read the staff report as submitted and drew attention to the following items:

- Applicant requested an exception from the current maximum block length of 630ft to 700ft and 740ft block lengths to allow for physical and environmental constraints of developing the infill site, specifically the probable wetlands throughout the project site, and existing right of way facilities to the southeast.
- Applicant requested an additional exception to the pedestrian access standard that states, "When an exception to maximum block lengths is approved, pedestrian access ways will be required in order to provide direct access to the sidewalk". If the Commission grants the request to allow for the increase to maximum block lengths and the exception to not require the pedestrian walkways, then Condition 13 will not be required and can be removed.
- Cogburn stated that the Department of State Lands approved delineation and potential fill/removal permit for wetlands has not been completed. Condition No. 10 makes a completed wetland delineation report and approval from the Department of State Lands a requirement prior to Final Plat approval.
  - Hitt addressed the conditions of approval in the process of the application.
  - Eldridge stated that the Department of State Lands might place more restrictions and might cause plan changes to the Final Plat approval. Staff and the Planning Commission Chair would bring it back to the Board for considerations. A public hearing would not be required for this process.
  - Scholz had no immediate concerns.
- Culver asked about the suspension pond. He was concerned because of the cost to the city to maintain.
  - Hitt stated that the applicant is required by State Codes to maintain detention ponds. City staff has maintained other detention ponds 1-2 times a year at an estimated cost of \$2,000 a year. He suggested that the City and the Applicant enter a DDA for funding costs for long-term care.
- Moritz asked about drainage and if the sewer and water lines are getting replaced.
  - Scholz stated that they will use existing lines which will require some streets to get ripped up to tap into them. The existing lines are large enough to handle multiple phases and future growth. Most of the towns storm water drainage flows from open ditches to culverts, this development will not be any different. The developers will have to address the water issue.
  - Jackson wanted to clarify that the applicant was paying for the improvements. Scholz stated they were.

**APPLICANTS TESTIMONY:** Laura LaRoque and Brian Vandetta representing Udell Engineering and Land Surveying, LLC presented a slide show to the Planning Commission covering the following:

- Plan set for the 31 lot Woodhill Crossing project. The project will be completed in two (2) phases. Phase 1 – Lot 1. Phase 2 – Lots 2-31.
- Street extensions including 9<sup>th</sup> Street. The developer will build streets and dedicate the right-of-way to the City. The new streets will allow for pedestrian connection.
- Harrisburg wetlands and mitigation. The applicant is proposing single family lots, which is using half the density that code allows in the R-2 zone.
- Water and sewer. Each lot will have its own sewer and water line for the current main line on Sommerville Loop, which has adequate capacity. Hydrants will be placed at intersections and mid-block.
- Storm water drainage. The city standards set the rates for drainage. The applicant will follow Federal and State standards which are more stringent. Applicant stated that there are three (3) levels of review for storm water with oversight from four (4) entities.

Chair Culver asked if any Planning Commission Member had a question for the applicant. Moritz asked where the driveways were located for the lots adjacent to Sommerville Loop. Applicant replied that lots 1-6 would have driveways that had access from Sommerville Loop. Moritz followed-up by asking if the sidewalks and gutters would cover the ditch. The applicant said they would. Moritz stated he was concerned about the parking situation that is already present on Sommerville Loop, which currently does not allow parking, and felt the new development project would only add to the parking issues. Applicant stated that each lot would allow for two cars in each driveway. Hitt replied that more development was coming, and the TSP needed to be updated to include Sommerville Loop.

Moritz asked for more information on the DDA regarding the maintenance of the detention pond. Hitt replied that negotiations would need to be at a later time, but “Other Development Considerations: c.” on page 17 of the staff report could include verbiage to address a maintenance fee for the pond. Moritz also asked about streetlights and mailbox clusters. Cogburn referred to page 18, section 9 of the staff report, which stated that prior to the Final Plat approval, the preliminary plat shall be revised to show the locations of streetlights. Applicant stated that streetlights will be placed on internal streets and on Sommerville Loop. He also noted that placement of mailbox cluster was decided upon by the Postmaster.

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

Written public testimony received before November 10 was included in the agenda packet. The other three written testimonies from Lee and Ann Heckart, Allison Long, and Kristina Lenhard, were handed out at the beginning of the meeting, and are attached as Addendum 2 to 4 to the minutes

#### **In Favor:**

- Wayne Hayner – 764 Sommerville Loop. Stated he was in favor of growth for single family dwellings. He is concerned about storm water and flooding. Submitted pictures of area being discussed during flood levels. (Please see Addendum No. 5)
- Matt Dockery – 972 Sommerville Loop. Stated he was in favor as long as there was due diligence from the city and applicant regarding the storm water detention pond.
- Culver replied that it was a challenge to move water throughout all of Harrisburg.

**In Opposition:**

- None present.

**Neutral:**

- Gordon Moritz. Concerned about 9<sup>th</sup> Street not lining up. When it curves over the addresses already assigned to the 900 block will be wrong. Eldridge replied that she would have to talk to Linn County and the Fire District regarding addresses.

**No rebuttal of testimony or additional questions for the public.**

**The public hearing was closed at the hour of 8:08pm.**

- Kayner asked about how we deal with the parking issue.
  - Hitt replied that the City needs to develop a plan and that Scholz would need to help with the plan. He is not sure how to address the short-term issue.
  - Kayner suggested using a lot in the middle as overflow parking.
  - Moritz stated that cars are parking on Sommerville Loop, even though it is not allowed with our current code. There were eight (8) cars parked on it last night, and when you add the garbage cans on the road it makes it a one-lane road.
  - Hitt replied that there is no reason to not include Sommerville Loop in the next STP-CIP.
  - Applicant showed the board that they are two (2) feet shy from allowing parking on both sides of Sommerville. He suggested that the City pay for the extra costs or reduce the SDC fees to allow for two (2) more feet during the road portion of the project.
  - Kayner asked when the proposed start date was for the first phase of the project.
  - Applicant replied that there are many more steps to complete before starting; but it is estimated in July of 2021 if they are lucky.
  - Moritz suggested making parking a condition of approval.
  - Cogburn cautioned the Planning Commission and reminded them that conditions must address the criteria as stated in the current code. He directed attention to page 5 of the staff report, subsection 2. Minimum Right-of-Way and Roadway Widths. He read "The City Engineer has confirmed that paving widths of 32 feet are appropriate for the intended use and essential service providers. Therefore, these criteria have been met."
  - Kayner pointed out that Sommerville Loop is a 25-mph road making it residential, and a residential street is required to have nine (9) feet of travel and seven (7) feet for parking on each side of the center line. This section of Sommerville Loop is currently twenty-two (22) feet.
  - Resident Gordon Moritz confirmed that there have been no repairs on this section of road in over 30 year.
  - Scholz confirmed that the way the street was presented in the application fits into Harrisburg's long-term plans.
  - Moritz asked about walking safety on Sommerville Loop.
  - Scholz confirmed that the application meets standards as proposed.

- Kayner asked for verification that Sommerville Loop was residential and not a collector street which would require sixty (60) feet.
- Cogburn once again stated that the City Engineer stated that the criteria had been met as set by code.
- Applicant stated they would be willing to meet requirements for a collector street as a conditional addition.
- Chairperson Culver stated that an addition needed to be made to page 17 of the staff report under “Other Development Considerations, sub-section c. to include “the DVA will include an agreement to fund maintenance on the storm detention area referred to as Tract B” at the end.
- Chairperson Culver then asked for opinions from the Planning Commission on granting exceptions as requested which include increasing the maximum block lengths from 630 feet to 700 feet and 740 feet, and not requiring the pedestrian access standard. The Planning Commissions opinion was in favor of granting the exceptions. Therefore, Condition 13 found on page 9 of the staff report is no longer required and will be removed.
- **Moritz motioned to add Condition No. 13 which states “The applicant shall revise the preliminary plan to meet the City minimum right-of-way for collector streets and paving standards for Sommerville Loop prior to final plat approval” to the conditional approval of the Woodhill Crossing preliminary 31-lot subdivision application (LU 424-2020). He was seconded by Giles. The Planning Commission then voted unanimously to add Condition No. 13 which states “The applicant shall revise the preliminary plan to meet the City minimum right-of-way for collector streets and paving standards for Sommerville Loop prior to final plat approval” to the conditional approval of the Woodhill Crossing preliminary 31-lot subdivision application (LU 424-2020).**
- **Moritz then motioned to conditionally approve the Woodhill Crossing Preliminary 31-Lot Subdivision Application (LU 424-2020), subject to the conditions of approval contained in the November 17, 2020 Staff Report as amended. After consideration of public testimony, this motion is based on findings presented in the staff report to the Planning Commission on November 17, 2020, and findings made by the commission during deliberations on the request. He was seconded by Giles. The Planning Commission then voted unanimously to conditionally approve the Woodhill Crossing Preliminary 31-Lot Subdivision Application (LU 424-2020), subject to the conditions of approval contained in the November 17, 2020 Staff Report as amended. After consideration of public testimony, this motion is based on findings presented in the staff report to the Planning Commission on November 17, 2020, and findings made by the commission during deliberations on the request.**

With no further discussion, the meeting was adjourned at the hour of 9:22pm.

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Chairperson

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City Recorder



# Woodhill Crossing

Woodhill Homes

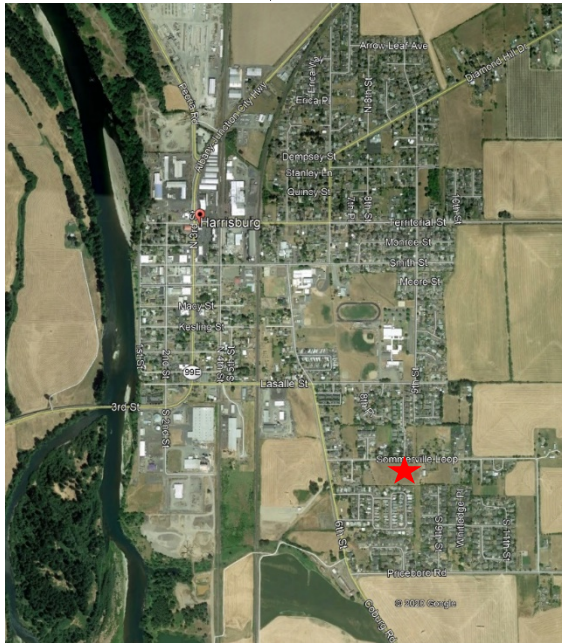
George Hale

Udell Engineering and Land Surveying, LLC

Brian Vandetta & Laura LaRoque

# Site Location

## SITE VICINITY



## 930 SOMMERVILLE LOOP



# Proposed Improvements



## **Lots:**

31-lot residential subdivision

Phase one – Lot One

Phase two – Lots 2 -31



## **Streets:**

S. 9<sup>th</sup> Street Extension

Secondary internal street



## **Water /Sewer:**

Public and private utility services



## **Stormwater:**

Stormwater quality and detention



## **Wetlands:**

Wetland delineation, permitting, and mitigation

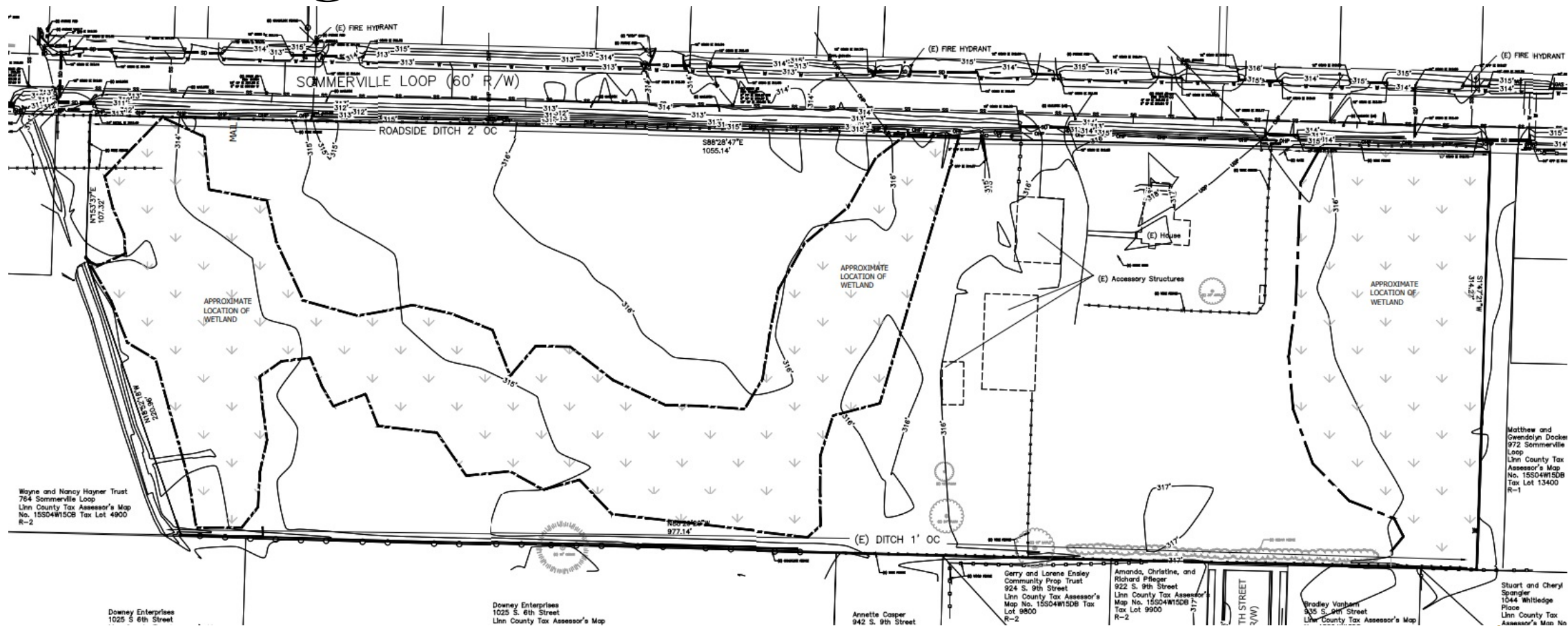


## **Streetscape:**

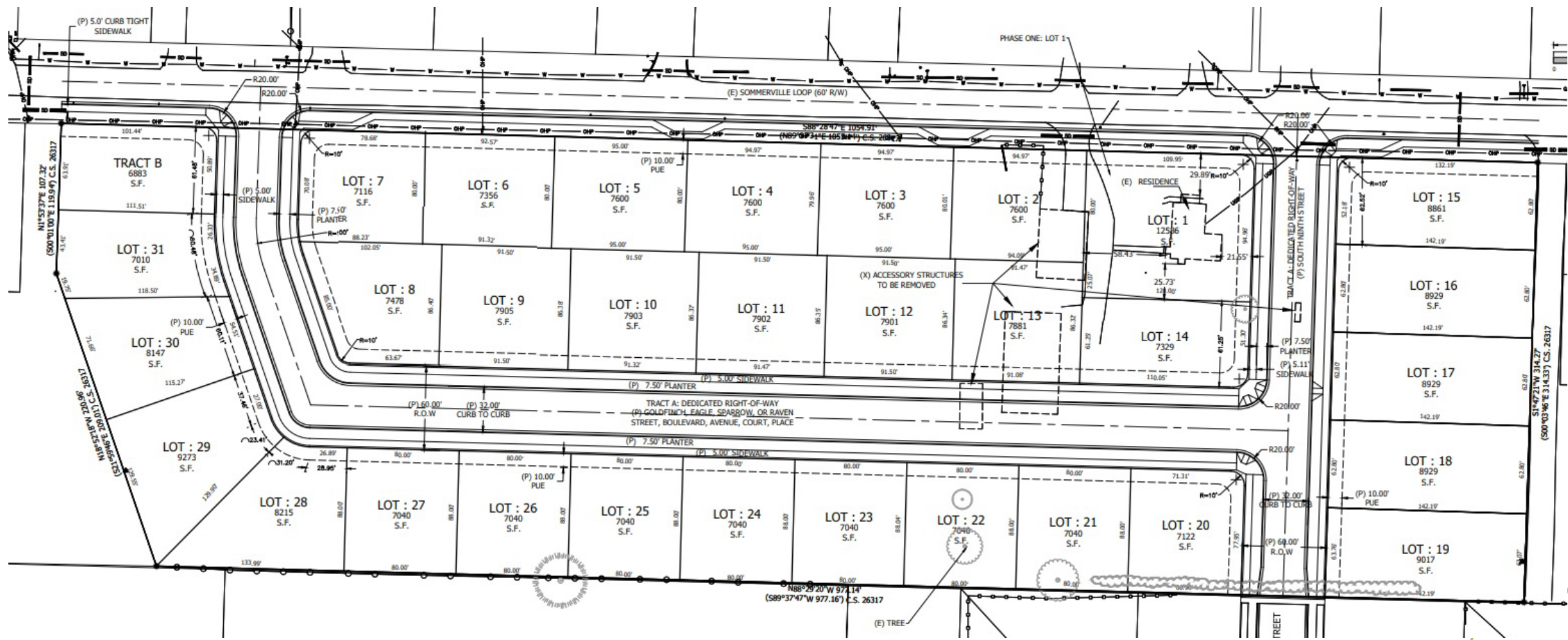
Sidewalks, landscaping planter strips, water quality planters



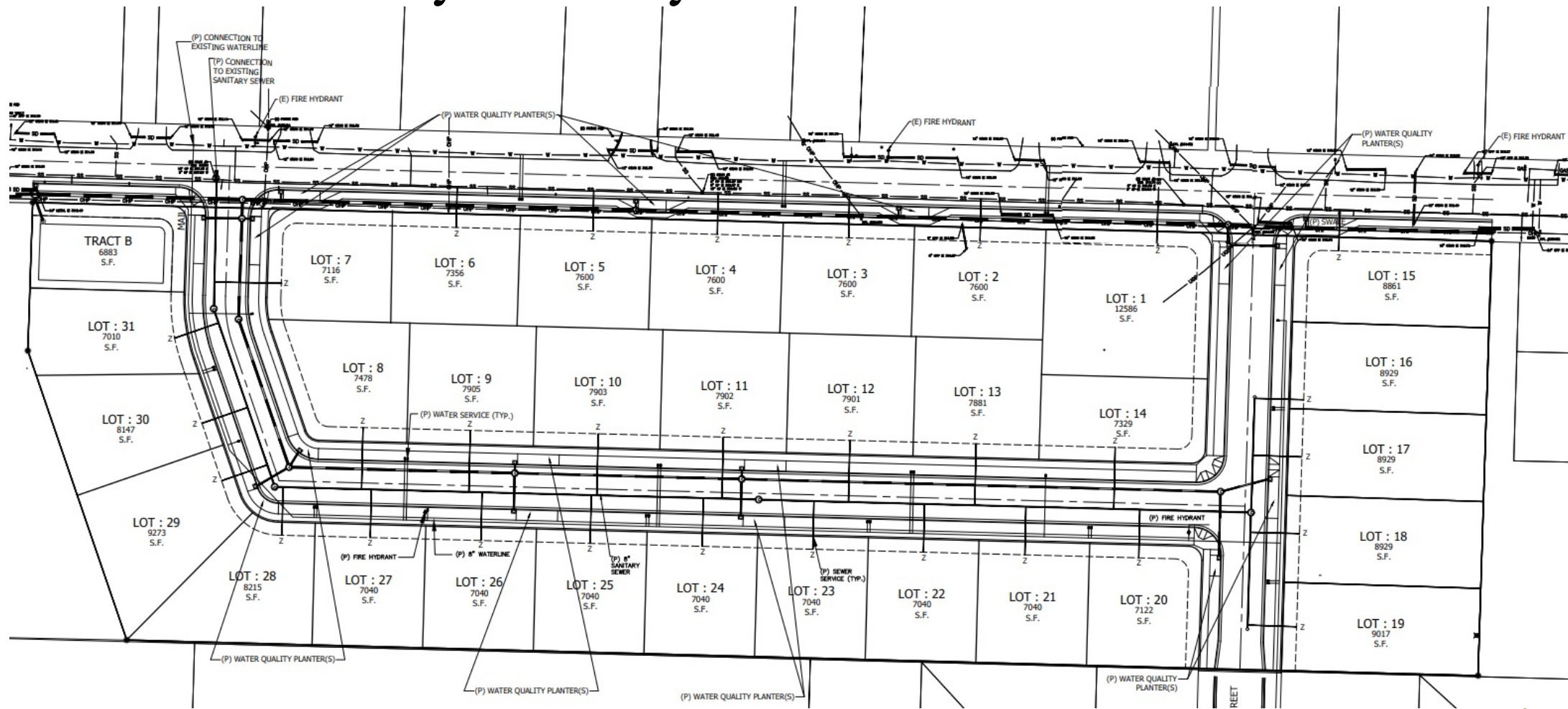
# Existing Conditions (Sheet C1.0)



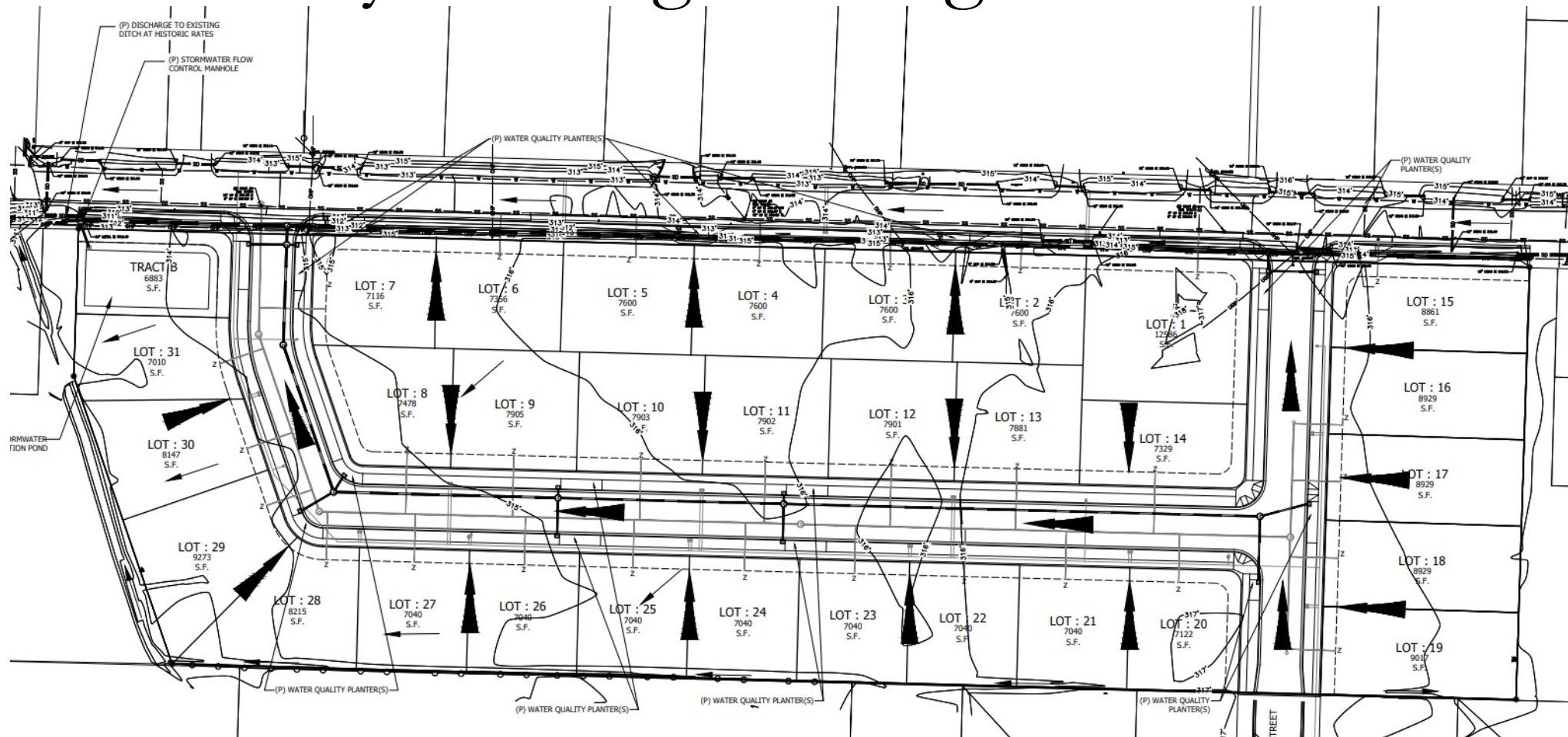
# Preliminary Lot Layout (Sheet C2.0)



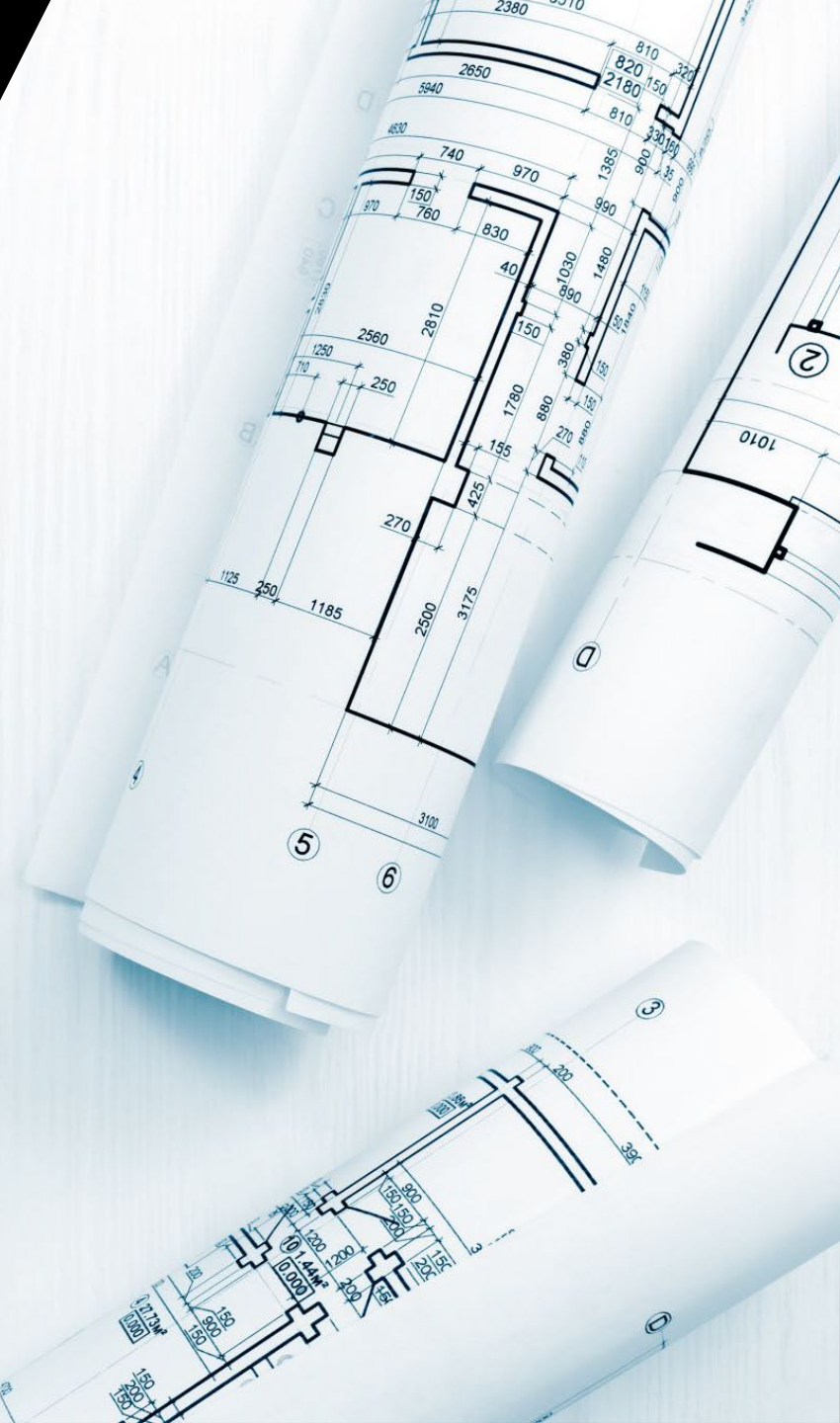
# Preliminary Utility Plan (Sheet C3.0)



# Preliminary Grading-Drainage Plan – Sheet C4.0



Questions?



11-10-2020

TO: City of Harrisburg Planning Commission  
Harrisburg, Oregon

RE: Woodhill Crossing Subdivision – LU424-2020

FROM: Lee and Ann Heckart  
1025 Heckart Lane  
Harrisburg, OR.  
541-995-8174

We have 2 concerns with the development of the Woodhill Crossing Subdivision – those being the increased traffic on Sommerville Loop and storm drainage.

The width of Sommerville Loop and condition of the road itself does not reasonably allow for the additional traffic that will come from the new subdivision and increased traffic with the extension of the 9<sup>th</sup> Street. Currently, it is difficult to have two cars pass each other, especially on garbage pick up day. As it is now, the houses the front Sommerville Loop have no place for visitors to park except on the road, which, again, narrows the road down. By adding more houses, this only increases this problem.

This area is also used by walkers and students. So safety is also an issue since there are no sidewalks. Adding more traffic to the an already narrow road is a concern.

As for the storm drainage, while we have no problems at the east end of Sommerville Loop, we have noticed that the west end comes very close to over flowing after any heavy rainstorm. With the loss of the “wetlands” to housing, which will create additional runoff, this may cause flooding problems for our neighbors. We have found that when the culvert to the west becomes close to flooding this backs the water up the ditch. With additional runoff this could cause flooding on the eastern end of Sommerville Loop.

Sincerely,



Lee Heckart



Ann Heckart

RECEIVED  
NOV 18 2020

BY: .....

## Cathy Nelson

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**From:** Allison <allison.long1111@gmail.com>  
**Sent:** Tuesday, November 17, 2020 3:37 PM  
**To:** Michele Eldridge  
**Subject:** 11-17-20 STATEMENT FOR PLANNING COMMISSION MEETING

Dear Chairperson and Commissioners:

I recently learned of the application to build a subdivision on Sommerville Loop and I appreciate you taking the time to hear my concerns regarding this matter.

My husband, Jeremy Long and I have lived on Sommerville Loop since February of 2007. We are both invested in this community and are employed in Harrisburg. We bought a home built in the 1960's and have been able to see many changes and improvements to our neighborhood over the years. Sommerville Loop has no sidewalks, speed limit signage or paint. When we first moved to Harrisburg that was not much of an issue. However, the progress and change to our street has drastically increased our traffic as numerous new homes have been built over the past several years. The addition of 31 more homes proposed in this new subdivision would conservatively bring an additional 62 vehicles that could potentially be driving down the street every week day to go to and from work, drop children off at school and/or run errands. I would like to ask the Commission to consider that the entire road within the city limits (on both sides of the street) be required to have sidewalks, be painted and have proper drainage before these additional homes are added.

Sommerville Loop as it connects to Priceboro and 6th Street is a popular loop to walk, run, ride bikes and walk dogs for residents in the area. As a mother of two small children, it has become increasingly difficult to walk and ride bikes in the street as the street is narrow, has no sidewalks and on trash day, it is quite difficult to navigate when cars are going both directions. My opinion is that if we are to grow as a community specifically on Sommerville Loop, that we be given the benefits and advantages of living in a city like the large subdivisions that are south of us with proper paving, sidewalks and other amenities that will make our street safer for those driving and walking. Additionally, many people speed down our street and when there are cars parked on the side of the road and trash cans, the visibility is compromised and could lead to tragic ramifications.

I am excited for Harrisburg to be growing and thriving and for more people to join our community and bring much needed tax revenue to our city and schools, but I feel that those of us who have been taxpayers living on Sommerville Loop for many years deserve to see our street treated with the same planning and development of other subdivisions in town.

Thank you for your time and I appreciate you listening to my concerns.

Allison Long

November 17, 2020

Dear Planning Commission,

I appreciate the ability to voice my opinion regarding the housing development being planned on Sommerville Loop.

I have been a resident of Harrisburg (in the Marcus Landing development) since 2007 and have walked the loop from my street on South 9<sup>th</sup> to Priceboro, Sommerville Loop, and Coburg Road literally hundreds of times since I moved to this area.

The impact that this new development will have on my neighborhood and walking route will be a negative one. The traffic will greatly increase (consider that each new home that is built will have a minimum of 2 more cars on the roads) and there is no other way into downtown Harrisburg except on Coburg Road to the 4-way stop at LaSalle. That area will become much more crowded, especially during business hours and school pick-up and drop-off times. In addition, the intersection at La-Salle and Highway 99 that leads either over the bridge to Junction City or into downtown Harrisburg is nearly *impossible* to use during business hours. I can't imagine another 62-plus cars tying up that very dangerous and frustrating intersection. I have seen people almost get into an accident and near-misses at that intersection more times than I can count. We simply cannot take more of a traffic load on Highway 99 leading to Sommerville Loop.

I am asking that the Planning Commission would not grant the new development to be built on Sommerville Loop for the sake of the residents already living on Sommerville as well as those residents that live in the Marcus Landing Development.

Respectfully,

Kristina Lenhard



Feb 24, 2019



Hayner back driveway from Sommerville Loop

**City of Harrisburg**  
**PLANNING COMMISSION**

**NOTICE OF DECISION**

- REQUEST:** The applicant requests approval of a proposed subdivision entitled Woodhill Crossing Subdivision (LU 424-2020) to create a 31-parcel subdivision with two streets.
- LOCATION:** The subject site is located at 930 Sommerville Loop, and is also known as tax lot 3700 of Linn County Assessor's Map 15S04W15.
- HEARING DATE:** November 17, 2020
- ZONING:** R-1 (Single Family Residential) and R-2 (Medium Density Residential)
- APPLICANT** Woodhill Homes  
George Hale  
4500 Kruse Way  
Lake Oswego, OR 97035
- OWNER:** Izetta Labar Trust  
930 Sommerville Loop  
Harrisburg, OR 97446
- APPEAL DEADLINE:** December 4, 2020, at 5:00 p.m.
- DECISION:** The Harrisburg Planning Commission conducted a public hearing on November 17, 2020, 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 November 17, 2020, 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:** December 5, 2020, unless an appeal has been filed with the City Recorder.

**EFFECTIVE PERIOD:** A Final Plat must be provided to the City within six months after the preliminary subdivision plat is approved. If the applicant has not submitted the final plat for approval within six months of approval, the preliminary plat shall be resubmitted to the Planning Commission for additional review (see HMC 17.25.010(1)). Where the Planning Commission finds that conditions have not changed, at its discretion and without a public hearing, the Commission may extend the approval period one time for a period not to exceed one additional year.

Unless appealed, this Subdivision approval will expire on June 5, 2021.



Todd Culver  
Planning Commission Chairperson

## CONDITIONS OF APPROVAL

1. **Sewer Services** – Prior to improving the proposed streets in the subdivision, lateral services will be installed to each proposed lot in sufficient lengths and depths to not disturb street improvements when service connections are made.
2. **Water Services** – Prior to improving the proposed streets in the subdivision, lateral services will be installed to each proposed lot in sufficient lengths and depths to not disturb street improvements when service connections are made.
3. **Water Main Connections** – Prior to improving the proposed streets in the subdivision, the water line existing on S. 9<sup>th</sup> St. south of the proposed subdivision shall be extended and connected to Sommerville Loop water mains.
4. **Storm Drainage** – Prior to Final Plat approval, the developer shall submit an engineered stormwater management and detention plan, showing no impact on neighboring properties beyond historical storm water flow. This plan must be approved by the City Engineer.
5. **Street Names** - Prior to Final Plat approval, the applicant shall revise the plat to show compliance with the standards at 17.40.020(10).
6. **Mail Box Clusters** - Prior to Final Plat approval, the applicant shall revise the plat to show compliance with the standards at 17.40.020(14). Mail box clusters shall be required for the residential subdivision.
7. **Signs** – Prior to Final Plat approval, the plat shall be revised to show the location of all signs located within the proposed subdivision. Signs shall be in accordance with traffic laws, and shall be approved by the Public Works Director.
8. **Fire Hydrants** – Prior to Final Plat approval, the preliminary plat shall be revised to show the fire hydrant location to be moved from between lots 27 and 28, to the location between lots 25 and 26. The type and locations of Fire Hydrants will be approved by the Fire Chief and the Public Works Director.
9. **Street Lights** - Prior to Final Plat approval, the preliminary plat shall be revised to show the locations of street lights. Design type of street lights will be approved by the Public Works Director.
10. **Wetlands** - Prior to Final Plat approval, the applicant shall submit a wetland delineation report and approval from the Department of State Lands showing the proposed preliminary layout in compliance with the standards listed under 18.65, and/or a state issued fill/removal permit for development in areas of known wetlands. No construction, grading, excavation, fill/removal shall be permitted prior to submission of an approved wetland delineation and an approved wetland fill/removal permit for areas of development within any delineated wetland boundary.

11. **Street Trees** – Prior to Final Plat approval, the applicant shall revise the plat to show compliance with the standards shown in HMC 12.20. The type of tree chosen must be from the approved street tree list and shall not be a maple tree.
12. **Submission of Final Plat** - Applicant shall file a final subdivision plat with Linn County within six months following the Planning Commission's approval of the subdivision application, unless an extension is timely requested and granted.
13. **Right-of-Way and Parking Standards** – The applicant shall revise the preliminary plan to meet the City minimum right-of-way for collector streets and paving standards for Sommerville Loop prior to plat approval.

**OTHER DEVELOPMENT CONSIDERATIONS:**

- a. Prior to the Final Plat being recorded, Demolition Permits for accessory structures must be obtained and finalized according to the City's Demolition Permit requirements.
- b. If there are any wells on the property that will not be used, they shall be properly abandoned by a licensed well driller.
- c. A separate Development Agreement (DVA) between Applicant and the City of Harrisburg will be required before construction begins. The Development Agreement will include bond and deposit requirements, as well as other engineering requirements. The DVA will include an agreement to fund maintenance on the storm detention area referred to as Tract B.
- d. Applicant shall provide an acceptable plan for the installation of items provided in design specifications, including but not limited to the number, type and location of streetlights (type to be approved by the Public Works Director), fire hydrants, manholes, sidewalks, street signs and mail receptacles. These items shall be completed prior to any occupancy, except that sidewalks shall be installed prior to the occupancy of the particular lot.
- e. Requirements herein imposed upon the Applicant may be imposed upon a developer or builder if the developer or builder has accepted the responsibility in a written document, and the City of Harrisburg is satisfied that it will not have any adverse impact on bonding requirements or other guarantees of compliance.