



Planning Commission Meeting Minutes
September 16, 2025

Vice-Chairperson: Jeremy Moritz, Presiding
Commissioners Present: Kurt Kayner, Kent Wullenwaber, Susan Jackson, and Joe Neely
Commissioners Absent: Chairperson Todd Culver and Rhonda Giles
Staff Present: City Administrator/Planner Michele Eldridge, and Finance Director/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 Vice-Chairperson Jeremy Moritz.

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

APPROVAL OF MINUTES

Kayner motioned to approve the minutes for May 20, 2025 and June 17, 2025 and was seconded by Neely. The Planning Commission then voted unanimously to approve the Minutes for May 20, 2025 and June 17, 2025.

PUBLIC HEARING

THE MATTER OF A VARIANCE REQUEST FOR BOESES SHOP (ACCESSORY STRUCTURE) LU 469-2025

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 gave a brief review of the application. The shop is 1200 sq ft, which is more than the 50% of dwelling allowance, which requires a variance.

Eldridge highlighted the following criteria:

- Criterion 1 HMC 19.40.040 Variances: 1 –Met with the following conditions:
 - Condition No. 1: Consistency with plans,
- Criterion 2 HMC 19.40.040 Variances: 2a – Met. 2b – Met. 2c – Met. 2d - Met with the following conditions:
 - Condition No. 2: Storm Drainage.
 - Development Concern No. 1: account for additional drainage problems.
- 2e – Met. 2f – Met. 2g – Met.
- Criterion 3 HMC 19.40.050 Expiration – Met with the following condition:
 - Condition No. 3: Time limitations.

Staff feel that all requirements are met and recommends approval.

- Moritz asked that would prevent someone from converting a shop/garage to an ADU. Eldridge said that nothing can prevent it, but the City would pursue it with our code violation process.

APPLICANT PRESENTATION: Robert Boese stated that he has been planning this shop for a while. He has worked on the drainage issue by replacing the storm ditch to a culvert in 1/3 of his backyard. He understands that the driveway down to the proposed shop will need paving and he is also replacing the galvanized cover that is currently over his trailer.

TESTIMONY IN FAVOR WAS ASKED FOR.

- A narrated voicemail from Nancy Woods of Harrisburg, was read to the Planning Commission (**Addendum 1**).

TESTIMONY IN OPPOSITION WAS ASKED FOR.

- Jim Owens of Harrisburg spoke in opposition to the application. He is concerned that the storm water will make the water back up on his property more than it already is. Owens also said that noise on the property could be an issue.

NUETRAL TESTIMONY WAS ASKED FOR.

- None given.

The public hearing was closed at the hour of 7:33pm.

- Kayner motioned to approve the variance request for LU 469-2025, subject to the conditions of approval contained in the staff report of September 9, 2025. This motion is based on findings contained in the Staff Report of September 9, 2025, and on findings made during deliberations on the request. The motion was seconded by Wullenwaber. The Planning Commission then voted unanimously to approve the variance request for LU 469-2025, subject to the conditions of approval contained in the staff report of September 9, 2025. This motion is based on findings contained in the Staff Report of September 9, 2025, and on findings made during deliberations on the request.

OTHERS:

- Eldridge said that staff have looked at several variances regarding shop/garage sizes. She asked if we needed to revert to the previous code. If the board does not want to revert to previous code, she asked if they wanted to reduce the current \$1250.00 fee for this specific

type of variance request.

- Eldridge notified the commission that Boese received an e-mail scam looking like an invoice from the City for variance fees. The scam has already been turned into the Linn County Sheriff's Office.

With no further discussion, the meeting was adjourned at the hour of 7:43 pm.

Chairperson

City Recorder

City of Harrisburg
PLANNING COMMISSION

NOTICE OF DECISION

REQUEST: The applicant requests approval of a Variance (LU #469-2025) that will allow an accessory building (secondary garage/shop) that exceeds the size requirement allowed by HMC 18.50.150(3).

LOCATION: 460 N. 7th St., Linn County Assessor's Map 15S 04W 10CD, Tax Lot 04100

HEARING DATE: September 16, 2025

ZONING: R-1 (Single-Family Residential)

APPLICANT/OWNER

Robert L. Boese
460 N. 7th St.
Harrisburg, OR 97446

APPEAL DEADLINE: September 30, 2025

DECISION: The Harrisburg Planning Commission conducted a public hearing on September 16, 2025 and voted to approve the request with conditions of approval. The Planning Commission adopted the findings contained in the September 16, 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 18.50 and 19.40.

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: October 1, 2025, unless an appeal has been filed with the City Recorder.

EFFECTIVE PERIOD: Variance approvals shall be effective for eighteen (18) months from the date of approval. Where the owner has applied for a building permit, has made site improvements consistent with the approved development plan, or provides other evidence of working in good faith towards completing the project, the City Administrator may extend an approval accordingly.

Unless appealed, this Variance approval will expire on March 16, 2027.



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 further by the Planning Commission.

Condition No. 2: Storm Drainage. Concurrently with the submittal of the building permit, the applicant will provide gutters to the structure and will show where the drainage is being directed to.

Condition No. 3. Time Limitation: The property owner must apply for a building permit within an 18-month time limit from the approval of this variance request.

DEVELOPMENT CONCERNS

Development Concern No. 1: The applicant must account for any additional drainage problems on his lot due to the addition of this structure, and should consider the addition of French rain, or any other system of storm water control.

From: [Cloud PBX Voicemail](#)
To: [Michele Eldridge](#)
Subject: Voicemail message from "ROBERTS WOODS (+15419956753)" [00:00:17]
Date: Wednesday, September 10, 2025 10:37:37 AM
Attachments: [vm_09102025_10_36_03_AM_\(PDT\).mp3](#)

Voicemail Message Received

Dear **Michele Eldridge**,

A new voicemail message from **ROBERTS WOODS (+15419956753)** was received in your voicemail box.

Date/Time Received: 09/10/2025, 10:36:03 AM (PDT)

Duration: 00:00:17

Voicemail transcript:

Hi Michelle, this is Nancy woods and I just wanted to tell you guys that we are in favor of rob boyce adding his new shop if that's what he likes to do. He's very, very good neighbor. Thank you.

The attached voicemail message can be listened to on your computer, or forwarded to another email address.

To delete the message from your voicemail box, please access it from your phone, or mobile application, and delete it from there.



Make calls via a single click, receive calls anywhere, listen to your voicemail messages and access many other features of your Elevate Unified Communications service. Download the free [Windows](#), [MAC](#), [iOS](#) or [Android](#) Elevate app for your environment and boost your productivity! Please contact your system administrator for more details.

Thank you for being a valued customer!

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.