



Planning Commission Meeting Minutes

March 19, 2024

Commissioners Present: Susan Jackson, Jeremy Moritz, Joe Neely, and Rhonda Giles
Absent: Kent Wullenwaber, Kurt Kayner, and Chairperson Todd Culver
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 7:01pm 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 APPROVING A SITE PLAN REQUEST FOR A NEW 13,125 SQ. FT. STRUCTURE FOR HOTTECH INDUSTRIES, LU 457-2024.

Vice-Chairperson Jeremy Moritz 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 7:04PM, the Public Hearing was opened.

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

None stated.

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 summary of the application. Applicant wants to add a 13,125 sq. ft. warehouse for storage. This is permitted outright in the M-2 zone.

Eldridge highlighted the following conditions and Criteria:

- Criterion 1 – Met with Condition 1: Consistency with plans.
- Criterion 2 – Met with Condition 2: Sidewalks, Condition 3: Screening and Landscaping, and Condition 4: OSSC Building Code Requirement.
- Criterion 3 – Met.
- Criterion 4 – Met with Condition 5: Pedestrian curbing, Condition 6: Landscaping and screening, Condition 7: Screening, Condition 8: Outdoor lighting, and Condition 9: Automobile parking.
- Developmental Concern #1 – Verify depth of current sewer line met with Condition 10: Storm drainage catch basin, Condition 11: Storm drainage grading, erosion and sediment plan, and Condition 12: Sign requirements.
- Criterion 5 – Met.
- Criterion 6 – Met.
- Criterion 7 – Met.
- Developmental Concern #2 – SDC's payable with building permit.
- Developmental Concern #3 – Sewer line charge of needed.

Staff feels that all requirements are met and recommends approval.

APPLICANTS TESTIMONY: Mark Hendricksen stated that they need a permit issued to start manufacturing of the actual building structure. Cheryl Hutchson shared a video presentation of what Hottech manufactures. They started with restoration and moved into improvements. They do not use toxins. They later moved into pest control. Now they are building specific parts for other manufactures.

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

- None given.

The public hearing was closed at the hour of 7:44pm.

- Moritz asked if they only produce their product for commercial use or do they also manufacture for residential. Henricksen said they are 85% commercial.
- **Giles motioned to approve the Hot Tech Industries Site Plan LU 457-2024, subject to the conditions of approval contained in the staff report of March 13, 2024. This motion is based on findings contained in the March 13, 2024 staff report, and on findings made during the deliberations on the request and was seconded by Jackson. The Planning Commission then voted unanimously to approve the Hot Tech Industries Site Plan LU 457-2024, subject to the conditions of approval contained in the staff report of March 13, 2024. This motion is based on findings contained in the March 13, 2024 staff report, and on findings made during the deliberations on the request**

OTHERS

- Hayden Homes has discovered that the underground utilities are more costly than expected. They could go through a zoning change in the R-1 zone. At this point the City does not know what will happen, they could pull out of the subdivision.

With no further discussion, the meeting was adjourned at the hour of 7:59 pm.

Chairperson

City Recorder

City of Harrisburg
PLANNING COMMISSION

NOTICE OF DECISION

REQUEST: The applicant requests approval of a site plan for Hot Tech Industries (LU 457-2024) to add a 13,125 sq. ft structure for the purpose of storage and light assembly.

LOCATION: The subject site is located on S. 2nd St., immediately south of the City's water plant, and addressed as 810 S. 2nd St. It is also known as tax lot 00208 of Linn County Assessor's Map 15S04W16D.

HEARING DATE: March 19, 2024

ZONING: M-2 (General Industrial)

APPLICANT: Mark Henrickson on behalf of
Hot Tech Industries
120 Oak St.
Oakland, OR 97462

OWNER: Gary & Wanda Jerritt
4018 Coral Root Pl
Anacortes, WA 98221

APPEAL DEADLINE: March 31, 2024 12:00am

DECISION: The Harrisburg Planning Commission conducted a public hearing on March 19, 2024, 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 19, 2024, Planning Commission meeting, and portions of the minutes from the meeting that demonstrate support for the Planning Commission's actions.

APPEALS: People with legal standing to appeal are the applicant(s) or owner(s) of the subject property, and any person who testified orally or in writing during the subject public hearing before the close of the public record. 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 \$1,000.00.

EFFECTIVE DATE: March 31, after midnight, unless an appeal has been filed with the City Recorder.

EFFECTIVE PERIOD: Site Design review approvals shall be effective for a period of 18-months from the date of approval. The approval shall lapse if a public improvement plan or building permit application has not been submitted within 18 months of approval; or construction on the site is in violation of the approved plan.

MODIFICATIONS & EXTENSIONS:

Upon written request by the applicant, the City Administrator may grant a written extension of the approval period not to exceed 18 months; provided that the applicant follows all criteria as required in HMC 19.15.070(2).

Modifications to approved plans and developments are subject to City review and approval under HMC 19.30.


Jeremy Moritz
Planning Commission Vice-Chair

RECOMMENDED 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 following conditions of approval.

Condition No. 2: Sidewalk: Prior to occupancy being allowed, the location of a minimum 5' wide sidewalk shall be included in the final site plan, so that it connects the public sidewalk with the primary entrance of the existing structure. This sidewalk shall be well marked with paint and be visible to drivers on the property.

Condition No. 3: Screening & Landscaping: Prior to occupancy being allowed, the applicant/owner shall complete the screening on the fence at the front of the property, and shall include adequate landscaping in the landscaped area to provide further screening of this area. The refuse enclosure shall also be fenced as required and shown in the site plan prior to occupancy being allowed.

Condition No. 4: OSSC Building Code Requirements: With the submission of a Building Permit, the applicant/owner shall provide a design that has been approved by a licensed architect, who will confirm that the 15' separation between the existing and new structures meets minimum fire code requirements. The building permit will also require a fire access and water supply information sheet.

Condition No. 5: Pedestrian Curbing: Prior to Occupation being allowed, a curb to define a pedestrian area shall be provided at the north end of the proposed parking area, and the resulting area should be well marked for delivery trucks as well as more frequent traffic provided in the employee parking area. A pedestrian crossing area shall be painted across the driveway marking the area between the parking area and the primary entrance.

Condition No. 6: Landscaping and Screening: Concurrent with the submission of the building permit, the applicant/owner shall provide a revised landscaping plan showing the location of an additional 217 sq. ft. of landscaping, with the location of street trees and plants marked on the plan. If irrigation is proposed, the owner should also provide this information, and a back flow device will be required at the time of installation.

Condition No. 7: Screening: Prior to Occupancy of the new structure, screening of the fence must be provided. If the property applicant/owner wishes to install a taller 7' fence behind the 5' landscaping buffer, then the plans for such, as well as material used shall be shown on the landscaping or final site plan.

Condition No. 8: Outdoor Lighting: Concurrent with the submission of a building permit, the applicant/owner shall provide the city with specifications or drawings of the proposed outdoor lighting that meets the requirements of HMC 18.75.050.

Condition No. 9: Automobile Parking: Prior to occupancy of the new structure, the applicant shall supply the City with a final parking plan to scale, that shows where the drainage of the lot shall be directed. They will also show what kind of wheel stop, perimeter curbing, bollards, or other edging that they are planning on installing. Before occupancy, the parking and pedestrian walkway must be paved, the lot must be striped and marked, and whatever is planned to stop vehicles from intruding into the walkway must also be installed.

Condition No. 10: Storm Drainage: Concurrent with the submission of the Building Permit, the applicant/owner shall show the location of the new catch basins on the site plan. The applicant/owner must replace the 125' of storm line on the south side of the proposed structure if it is not suitable for being located under a building.

Condition No. 11: Storm Drainage/HMC 13.30.080: With the submission of the building permit, a preliminary grading, erosion, and sediment control plan shall be provided, and approved by the PW Director prior to issuance of the building permit.

Condition No. 12 – Sign Requirements: Concurrently, and included on the Building Permit, the applicant/owner shall include specifications for the proposed signs. Signs must have letters that are legible from the nearest public right of way, and display the business name and address.

DEVELOPMENT CONCERNS

DEVELOPMENT CONCERN NO. 1: Applicant/Owners should verify the depth of the current sewer line before connecting the new sewer line in order to make sure it's not too shallow to allow gravity to work correctly with their sewer system flow.

DEVELOPMENT CONCERN NO. 2: SDC'S for the new structure shall be due and payable at the time the building permit is paid for.

DEVELOPMENT CONCERN NO. 3: If a new sewer line is required due to the elevation of the existing sewer line, requiring a new sewer line tap, then a connection fee of \$225 will be due and payable at the time the building permit is paid for.