



## Planning Commission Meeting Minutes September 30, 2020

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Chairperson: Todd Culver, Presiding  
Commissioners Present: Rhonda Giles, Jeremy Moritz, Kurt Kayner, and Kent Wullenwaber.  
Absent: Roger Bristol and Susan Jackson  
Staff Present: City Administrator/Planner John Hitt, Asst. City Administrator/City Recorder 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**

- Giles **motioned to approve the minutes and was seconded** by Wullenwaber. **The Planning Commission then voted unanimously to Approve the Minutes for August 18, 2020.**

### **OLD BUSINESS**

#### **THE MATTER OF A VISIT FROM REPRESENTATIVES FROM THE MCCrackEN MOTOR FREIGHT PROJECT**

- Troy Slonecker addressed the Planning Commission as representative of MMF Warehouse LLC. Owner Curtis McCracken was also present in the audience. Slonecker requested that future agendas and minutes refer to the organization as MMF Warehouse LLC and not McCracken Motor Freight, which is a different branch of the company. Slonecker wanted to discuss requesting an additional one (1) year conditional use permit extension for the property located at 930 S. 2<sup>nd</sup> Street, Harrisburg, Oregon. Their current conditional use permit includes a one (1) year extension and expires on October 1, 2020. Slonecker presented several factors, due to the economy, and the pandemic that has prevented them from starting the project within the given timeframe permitted with their conditional use permit and site plan. He explained that they would have started construction this

year, but banks were reluctant to fund expansion like this due to all the unknowns that we are dealing with.

- Hitt explained to the Planning Commission that the current Harrisburg Building Code only allows for one (1) land use permit extension. He suggested that the Planning Commission can make a motion of intent for staff to research ways to grant the extension and recommend the request be brought to the City Council and City Attorney. Hitt also explained that the new model code, if passed, will allow a conditional use permit for eighteen (18) months with an eighteen (18) month extension and possible second extension under certain circumstances.

Culver asked if there had been a precedent set by other applicants. Eldridge said there had not been a precedent set to date. Kayner asked Hitt how the Planning Commission can find a way to help them (MMF Warehouse LLC) out. Hitt replied with two suggestions: a possible declaration of an emergency, or motion of intent to staff. Hitt asked Slonecker if they must go the City Council on October 13, 2020, could they comply. Slonecker replied they would, and will send a request via email to Eldridge, Hitt and Chairperson Culver by Friday, October 2, 2020.

- McCracken asked the Planning Commission if they wanted their business in Harrisburg and explained why the project had been delayed and asked for the extension to go through the end of 2021.
- Kayner **motioned for a recommendation from the Planning Commission to staff and City Council to research the ways to grant the extension of LU394 and LU396 for the Site Plan and Conditional Use Permit for MMF Warehouse LLC which was seconded by Wullenwaber. The Planning Commission then voted unanimously to make recommendations to staff and City Council to research the ways in which they could allow an extension for another year for MMF Warehouse LLC due to the pandemic and economy**

## **WORK SESSION**

### **THE MATTER OF DISCUSSING A REVISED DRAFT OF THE ZONING MATRIX AND SITE PLAN REVIEW, (AS PER THE AUGUST 18TH PLANNING COMMISSION MEETING) AS WELL AS A 'FIRST LOOK' AT SECTIONS 2.2.040. D – 2.2.080, ZONING DISTRICT REGULATIONS**

#### **STAFF REPORT:**

- Hitt discussed the issues brought up during the last meeting. The State of Oregon has made several changes since the code was last updated in 2010. The current code is not user friendly and hard to use for planning. The new code would increase some standards and allow for flexibility for the commission and staff. The new code also allows prescriptive process with review unlike the automatic process of the current code. Hitt gave the Planning Commission three options to move forward:
  - The Planning Commission could decide that current code is okay, which would end the review process.
  - The Planning Commission could acquire the entire code for review or continue getting it in pieces for review.
  - The Planning Commission could decide to wait until the next meeting to discuss this matter.
- Kayner asked why the Planning Commission wouldn't want to move forward.
- Hitt replied that the new code would permit outright uses on some applications compared to the current code that has a small number of outright uses that are permitted.

- Kayner asked if there was an appeal process.
- Hitt replied that the new code would have lots of options to appeal on an outright use. Staff would create a checklist for permits and appeal options. He then referred to Exhibit B: Revised Site Plan Review Procedures, page 22. He pointed out that specific applications would still come before the Planning Commission for review such as subdivisions, variances, and conditional use permits.
- Kayner asked how the new code compares to other cities.
- Hitt replied that it falls in the middle in terms of permitted outright uses.
- Moritz asked what the Planning Commission was trying to decide.
- Hitt said the Planning Commission needed to decide if it wanted to move forward on the new code or not. If the Planning Commission did want to move forward, did they want the new code in piecemeal fashion or as a whole document.
- Kayner asked if the changes would generate any complaints from residents.
- Eldridge replied that the new code would make it easier for residents to make simple changes to their properties and should not create any complaints.
- Chairperson Culver voiced concern about non-public involvement with changing the process.
- Hitt pointed out changes and discussed concerns in Exhibit A and Exhibit C. He noted that the public would be able to comment on any changes during the public hearings when we make a recommendation to the City Council to approve the final Zoning/Subdivision code changes. They can also comment when the City Council discusses the changes.
- Moritz requested to see the whole document in one (1) to two (2) chapters per meeting.
- Hitt said he would provide the information in a logical order and would introduce the next two (2) chapters at the next meeting. Hitt also clarified that notebooks containing Exhibit D: HMC Chapter 17 – ‘Subdivisions’ and Chapter 18 ‘Zoning and Land Use’ are the current code and was given so the Planning Commission could make comparisons between the current code and the new code.

**With no further discussion, the meeting was adjourned at the hour of 8:05pm.**

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**Chairperson**

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**City Recorder**