



Planning Commission Supplemental Agenda  
April 19, 2022  
6:30 PM

---

Chairperson: Todd Culver  
Commissioners: Joe Neely, Rhonda Giles, Jeremy Moritz, Kurt Kayner, Kent Wullenwaber and Susan Jackson.  
Meeting Location: Harrisburg Municipal Center located @ 354 Smith St.

**3. THE MATTER OF A ONE-TIME EXTENSION FOR THE SKIP TRACER & LADS SITE  
PLAN TO CONSTRUCT A 7,500 SQ. FT. EQUIPMENT STORAGE BUILDING ON THE  
NORTH SIDE OF THEIR LOT LOCATED AT 29767 PEORIA RD**

**STAFF REPORT EXHIBITS:**

Exhibit A: Email Extension Request

Exhibit B: Original Notice of Decision

**ACTION: MOTION TO ALLOW A ONE YEAR EXTENSION OF THE SKIP TRACER &  
LADS SITE PLAN TO MAY 1, 2023**

**APPLICANT: Brandon Tracer-Skip Tracer & Lads**

**OTHERS**

**ADJOURN**

Staff Report  
Harrisburg Planning Commission  
Harrisburg, Oregon

---

**THE MATTER OF A ONE-TIME EXTENSION FOR THE SKIP TRACER & LADS  
SITE PLAN TO CONSTRUCT A 7,500 SQ. FT. EQUIPMENT STORAGE BUILDING  
ON THE NORTH SIDE OF THEIR LOT LOCATED AT 29767 PEORIA RD**

**STAFF REPORT EXHIBITS:**

Exhibit A: Email Extension Request

Exhibit B: Original Notice of Decision

**ACTION: MOTION TO ALLOW A ONE YEAR EXTENSION OF THE SKIP  
TRACER & LADS SITE PLAN TO MAY 1, 2023**

**APPLICANT: Brandon Tracer-Skip Tracer & Lads**

**LOCATION:** 29767 Peoria Rd, 15S04W0900606

**HEARING DATE:** April 19, 2022

**ZONING:** M-2

**OWNER:** Brandon Tracer on behalf of Skip Tracer & Lads

---

**BACKGROUND**

Skip Tracer & Lads received an approved site plan to build a 7,500 sq. ft. equipment Storage Building from the Harrisburg Planning Commission on March 16, 2021. The effective date of the site plan was May 1, 2021. Brandon Tracer contacted staff in March and were somewhat worried that their engineer wouldn't have the engineering finalized on their property until May and indicated that they would ask for an extension in April, if they hadn't yet substantially started on construction.

**INTRODUCTION**

Brandon Tracer contacted staff on April 18, 2022, (**Exhibit A**) and informed them the project was sidelined until their contractor could finish the engineering on this project. As such, they have formally requested an extension of their site plan at this time.

HMC 18.125.050 allows for a one-time extension of a land use approval if a building permit has not been issued, and/or substantial construction has not yet been started.

## CONCLUSION

The applicant has requested a one-time extension of up to one year of time in which to construct a 7,500 sq. ft. construction equipment storage structure on their property located at 29767 Peoria Rd. Staff recommends that the Planning Commission approve their request.

## PLANNING COMMISSION ACTION

The Planning Commission has three options with respect to the subject applications. They can:

1. Approve the request;
2. Approve the request with conditions; or
3. Deny the request.

Based upon the criteria, discussion, and findings of facts above, Staff recommends the Planning Commission approve this extension request of up to one year. The original Notice of Decision and previously approved Conditions of Approval are below.

## RECOMMENDED MOTION(S)

The recommended motion is at the top of this staff report.

## RECOMMENDED 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.

**From:** [Brandon Tracer](#)  
**To:** [Michele Eldridge](#)  
**Subject:** Permit extension  
**Date:** Monday, April 18, 2022 9:20:43 AM

---

Good morning Michele. Just got an update from my engineer that they won't get done with our engineering till probably mid May. I had in my calendar to let you know if the engineering wouldn't be done in April so we could request an extension.

Thanks.

Brandon

Brandon Tracer  
Skip Tracer Trucking Corporation  
dba Skip Tracer & Lads  
23767 Peoria Road  
P.O Box 527  
Harrisburg, OR 97446  
CCB # 124923  
Bus. (541) 995-3467  
Fax. (541) 995-6016  
[brandon@skiptracerandlads.com](mailto:brandon@skiptracerandlads.com)  
[https://link.edgepilot.com/s/f46ee033/xAITEl2KZUiaPKJHap\\_RXg?](https://link.edgepilot.com/s/f46ee033/xAITEl2KZUiaPKJHap_RXg?u=http://www.skiptracerandlads.com/)  
[u=http://www.skiptracerandlads.com/](http://www.skiptracerandlads.com/)

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.

**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, appearing to read "Todd Culver", written over a horizontal line.

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.