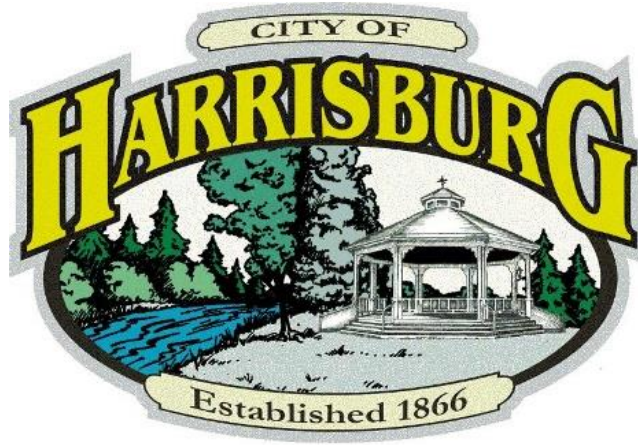




Planning Commission Agenda
September 15, 2026
7:00 PM

Chairperson: Todd Culver
Vice-Chairperson: Susan Jackson
Commissioners: Rhonda Giles, Kurt Kayner, Kent Wullenwaber, Stephanie Tegge and Jana Jenkins
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

PUBLIC NOTICES:

1. *This meeting is open to the public and will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices, sign language assistance or interpreter services are requested to contact the City Recorder, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours' notice, reasonable effort shall be made to have an interpreter present. The requirement does not apply to an emergency meeting as per ORS 192.630(5).*
4. *If you wish to provide testimony, and are unable to attend, please contact the City Recorder to be placed on a conference call list during the meeting.*
5. *Written testimony can be accepted until 5:30pm on the day of the meeting.*
6. *The City of Harrisburg does not discriminate against individuals with disabilities and is an equal opportunity provider.*
7. *For more information regarding items of discussion on this agenda, or to be added to our email distribution list please contact City Recorder Lori Ross, at 541-995-6655 or at lross@ci.harrisburg.or.us.*

CALL TO ORDER AND ROLL CALL

CONCERNED CITIZEN(S) IN THE AUDIENCE. (Please limit presentation to two minutes per issue.)

APPROVAL OF MINUTES

- 1. MOTION TO APPROVE THE MINUTES FOR THE MAY 19, 2026, AND JUNE 16, 2026 PLANNING COMMISSION MEETINGS.**

PUBLIC HEARING

- 2. THE MATTER OF A VARIANCE REQUEST FOR ZIKE ACCESSORY STRUCTURE**

STAFF REPORT/EXHIBITS:

Exhibit A: Application Packet

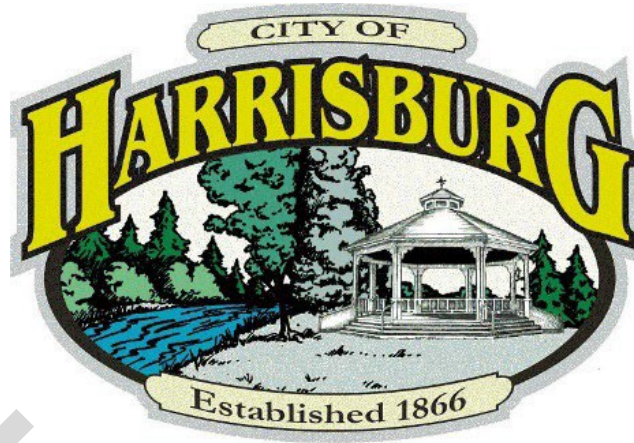
Exhibit B: Email from Nancy Hayner

ACTION: MOTION TO *APPROVE/DENY/AMEND* THE VARIANCE REQUEST FOR LU 472-2026, SUBJECT TO THE CONDITIONS OF APPROVAL CONTAINED IN THE STAFF REPORT OF SEPT 8, 2026. THIS MOTION IS BASED ON FINDINGS CONTAINED IN THE STAFF REPORT OF SEPT 8, 2026, AND ON FINDINGS MADE DURING DELIBERATIONS ON THE REQUEST

APPLICANT: Thomas & Madilyn Zike

OTHERS

ADJOURN



Planning Commission Meeting Minutes May 19, 2026

Chairperson: Todd Culver, Presiding
Commissioners Present: Stephanie Tegge, Susan Jackson, Kurt Kayner, and Jeremy Moritz.
Commissioners Absent: Rhonda Giles, and Kent Wullenwaber
Staff Present: City Administrator/Planner Michele Eldridge,
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 was there for items on the agenda.

APPOINT NEW CHAIRPERSON AND VICE-CHAIRPERSON

Kayner motioned to appoint Todd Culver as Chairperson and was seconded by Jackson. The Planning Commission then voted unanimously to appoint Todd Culver as Chairperson for a term of one (1) year.

Kayner motioned to appoint Susan Jackson as Vice-Chairperson for the Harrisburg Planning Commission for a term of one (1) year and was seconded by Culver. The Planning Commission then voted unanimously to appoint Susan Jackson as Vice-Chairperson for a term of one (1) year.

APPROVAL OF MINUTES

Moritz motioned to approve the minutes for September 16, 2025, and was seconded by Kayner. The Planning Commission then voted unanimously to approve the Minutes for September 16, 2025.

PUBLIC HEARING

**THE MATTER OF THE REGAL HOMES BY SHELLEY, LLC MINOR (PRELIMINARY)
PARTITION REQUEST (LU 470-2026).**

Chairperson Todd Culver read aloud the order of proceedings, and noted the procedures for continuance, and the process to keep the record open.

May 19, 2026

At the hour of 7:10pm, the Public Hearing was opened.

Culver 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.

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: Eldridge gave a summary of the application.

Eldridge highlighted the following criterion and conditions:

- Criterion 1 – Met with Condition No.1: Consistency with Plans, and No. 2: Preliminary Plat Withdrawal.
- Criterion 2 – Met.
- Criterion 3 – Met with Condition No.3: Underground Utilities.
- Criterion 4 – Met with Condition No. 4: Storm Water.
- Criterion 5 – Met.
- Criterion 6 – Met.
- Criterion 19.20.040 – Met.
- Criterion 19.20.050 – Met.
- Criterion 19.20.060a – Met.
- Criterion 19.20.060b – Met.
- Criterion 19.20.060c – Met with Condition No. 4: Storm Water.
- Criterion 19.20.060d – Met.
- Criterion 19.20.060e – Met with Condition No. 5: Easements.
- Criterion 19.20.060f – Met with Development Concern A: Street Trees.
- Criterion 19.20.080 – Met with Condition No. 6: Final Plat.
- Criterion 18.60.020 – Met.
- Criterion 18.70.030.1 & 2 – Met.
- Criterion 18.70.030.3 – N/A.
- Criterion 18.70.030.4a, b, c, & d – Met with Development Concern B: Paved Driveways.
- Criterion 18.70.030.4g – Met.
- Criterion 18.70.030.4u – Met with Development Concern C: Temporary Driveways/Erosion Control.
- Criterion 18.70.030.4v – Met.
- Criterion 18.70.030.5-7 & 9-10 – Met with Development Concern D: Vision Clearance.
- Criterion 18.75.020 – Met.
- Criterion 18.75.030 – Met with Development Concern E: Landscaping.
- Criterion 18.75.040 - Met with Development Concern F: Fences.
- Criterion 18.75.050 - Met with Development Concern G: Outdoor Lighting.
- Criterion 18.80.020 - Met with Development Concern H: Parking.
- Criterion 18.85.010.1-5 – Met with Condition No. 7: Curbs, Gutters and Sidewalks and Condition No. 8: Utilities.
- Criterion 18.85.020 – Met with Development Concern I: Mailbox Receptacle.
- Criterion 18.85.030 – N/A.
- Criterion 18.85.040 – Met with Condition No 9: Water & Sewer Services.
- Criterion 18.85.050.1-3 – Met with Condition No. 4: Storm Water.
- Criterion 18.85.050.4 – N/A
- Criterion 18.85.050.5 – Met with Condition No. 5: Easements.

May 19, 2026

- Criterion 18.85.060.1-3 – Met.
- Criterion 18.85.070.1-3 – Met.

Staff feel that all requirements are met and recommend approval.

APPLICANTS TESTIMONY: Doug and Taylor Shelley were present for discussion.

TESTIMONY IN FAVOR WAS ASKED FOR.

- None given.

TESTIMONY IN OPPOSITION WAS ASKED FOR.

- None given.

NUETRAL TESTIMONY WAS ASKED FOR.

- None given.

The public hearing was closed at the hour of 7:38pm.

- Moritz motioned to approve the Regal Homes by Shelley, LLC minor partition request (LU 470-2026), subject to the conditions of approval in the May 13, 2026, Staff Report. This motion is based on findings presented in the May 13, 2026, Staff Report to the Planning Commission, and on findings made by the commission during deliberations on the request at the May 19, 2026, Public Hearing. The motion was seconded by Kayner. The Planning Commission then voted unanimously to approve the Regal Homes by Shelley, LLC minor partition request (LU 470-2026), subject to the conditions of approval in the May 13, 2026, Staff Report. This motion is based on findings presented in the May 13, 2026, Staff Report to the Planning Commission, and on findings made by the commission during deliberations on the request at the May 19, 2026, Public Hearing.

WORK SESSION

THE MATTER OF REVIEWING TYPE 1 AND TYPE 2 APPLICATIONS APPROVED BY THE CITY ADMINISTOR/PLANNER.

STAFF REPORT: Eldridge notified the Commission of the two (2) Type I applications and four (4) Type II applications that she had approved. She noted that the Safe Harbor permit for Life Bible was allowed under the Emergency Declaration made by the City of Harrisburg.

With no further discussion, the meeting was adjourned at the hour of 8:38 pm.

Chairperson

City Recorder

City of Harrisburg

PLANNING COMMISSION

NOTICE OF DECISION

- REQUEST:** The applicant requests approval of a proposed Preliminary 3-Parcel Minor Partition (LU 470-2026) to create a 3-parcel partition.
- LOCATION:** The subject site is located on the east side of S. 9th St., in between the Max Hammer Subdivision, and Sommerville Loop. The address is 915 Sommerville Loop, and is otherwise known as 15S-04W-15CA 03200.
- HEARING DATE:** May 19, 2026
- ZONING:** R-1 (Single-Family Residential)
- APPLICANT:** Katie Keidel of Metro Planning
846 A St.
Springfield, OR 97477
- OWNER:** Regal Homes by Shelley, Inc.
1163 Spruce St.
Junction City, OR 97448
- APPEAL DEADLINE:** June 3, 2026 – 5:30pm
- DECISION:** The Harrisburg Planning Commission conducted a public hearing on May 19, 2026, 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 May 19, 2026, 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 or owner 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. The fee for an appeal is \$1,000.00.

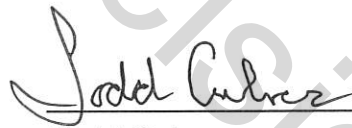
EFFECTIVE DATE: June 4, 2026, unless an appeal has been filed with the City Recorder.

EFFECTIVE PERIOD: A Final Plat must be provided to the City within two years after the preliminary subdivision plat is approved, through a Type I Application procedure.

If the applicant has not submitted the final plat for approval within two years of the approval of the preliminary plat as provided by HMC 19.20.080, then the approval shall lapse, and the applicant will need to refile for the preliminary plat process.

MODIFICATIONS & EXTENSIONS:

The applicant may request changes to the approved preliminary plat or the conditions of approval following the procedures and criteria provided in Chapter 19.30 HMC. The Planning Commission may, upon written request by the applicant and payment of the required fee, grant written extensions of the approval period of a Type III Procedure not to exceed one year per extension, provided that the applicant follows all criteria as required in HMC 19.20.030(3).



Todd Culver
Planning Commission Chair

APPROVED 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: Preliminary Plat Withdrawal: The owner must file a formal notification of withdrawal for the approved preliminary plat for the Sommerville Meadows Subdivision.

Condition No. 3: Underground Utilities - All Utilities must be located and constructed underground.

Condition No. 4: Storm Water - Prior to Final Plat submission, the Applicant shall submit a 25-year 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, taking into consideration any downstream and upstream drainage requirements. The City Engineer must also approve any proposed mitigation measures.

Condition No. 5: Easements: The preliminary plat must include an existing 7' PUE on the west side of parcels 2 and 3, and a 25' drainage easement for the entire north line of parcels 2 and 3. An easement is not required for the east property line at this time because Parcel 2 is not being developed. This will be addressed in future developments on this property, should the owner wish to develop the lot further, as potentially planned. The owner will need to make sure that the builder is aware that no structure may encroach into the 25' easement on the north side of Parcels 2 and 3.

Condition No 6: Final Plat - The Final Plat shall be submitted within two years of final approval of the preliminary plat and must be consistent with the approved preliminary plat including required conditions of approval.

Condition No. 7: Curbs, Gutters and Sidewalks. Prior to the issuance of a building permit for Parcel 2 or Parcel 3, the applicant will be required to culvert the stormwater ditch on Sommerville Loop, and to install curbs, gutters and sidewalks from the southwest corner of Parcel 2 to the southeast corner of Parcel 2. This incorporates the entire southern boundary of Parcel 1.

Condition No. 8. Utilities. Prior to submitting the Final Plat, the owner shall provide the City with utilities shown to apply to Parcel 3. These shall be approved by the City Engineer and Public Works Director.

Condition No. 9: Water & Sewer Services – Prior to recording the final plat, the applicant shall install infrastructure serving parcel 3, which shall be approved by the PW Director and/or City Engineer. The payment for connections shall be due at this time.

DEVELOPMENT RELATED CONCERNS

(These are not conditions of approval, but will be required with building permits)

A. Street Trees: A Street Tree Fee will be paid by the builder on Parcel 3, and Parcel 2 (if construction occurs), as required by HMC 12.20.010. The Public Works Director will work with the resident on type of tree and location on Parcel 3.

B. Paved Driveways: All new driveways onto S. 9th St. are required to be paved. Parcel 1 shall be required to pave the first 25' of any driveway that is accessed from Sommerville Loop; this includes both legs of a circle driveway. All driveways are required to be a minimum of 20' wide and must match the width of the garage or carport sized opening of each dwelling unit.

C. Temporary Driveways/Erosion Control: Any temporary driveways established during the construction of homes on Parcel 3 and Parcel 2, if/when developed, will be required to follow erosion control requirements.

D. Vision Clearance: Any placement of landscaping on Parcel 2 near the intersection of S. 9th and Sommerville Loop will require that vision clearance standards are met.

E. Landscaping: Any development of Parcels 2 and 3 will require that a landscape plan is submitted with the building permit, according to the size requirement of 30% of the lot, or the lesser of the front and side yards. The landscape plan shall include the types of plants as required in HMC 18.75.030(3). Amendments to soil, and necessary irrigation shall be provided to allow for healthy plant growth.

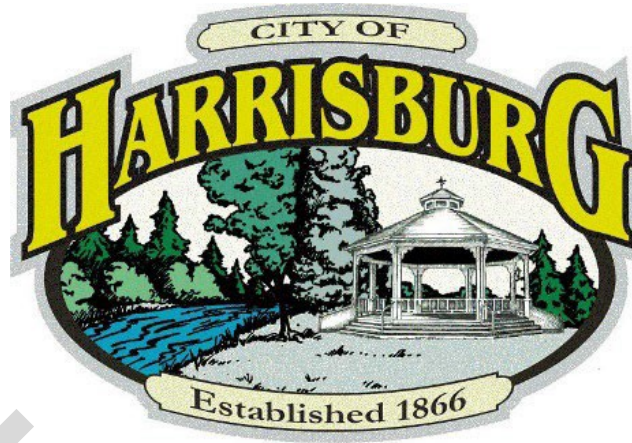
F. Fences: Fences are not required in the R-1 zone, but if installed by the Applicant/owners, will be required to meet the standards in 18.75.040 and as required in Table 18.45.040.4. Height will be determined by the location of the fence on the residential property.

G. Outdoor Lighting: Outdoor Lighting is not required by the construction of homes on Parcels 2 and 3, but the installation of any lighting shall follow the standards of HMC 18.75.050(3).

H. Parking: A minimum of two parking spaces per residential dwelling shall be provided and details of such shall be included in the building permit site plan. All parking spaces in the R-1 zone shall be paved.

I: Mailbox Receptacle – Prior to occupancy being allowed in any of the residential dwelling units on Parcel No. 2 (if applicable) and 3, a receptacle for the delivery of mail, in a design approved by USPS shall be installed. The applicant will consult with the City on the location of the mailbox prior to installation or can include the location on the building permit.

June 16, 2026



Planning Commission Meeting Minutes

June 16, 2026

Chairperson: Todd Culver, Presiding
Commissioners Present: Stephanie Tegge, Susan Jackson, Rhonda Giles, Kent Wullenwaber and Jeremy Moritz.
Commissioners Absent: Kurt Kayner
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 7:00pm by Chairperson Todd Culver.

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

APPROVAL OF MINUTES

Moritz motioned to approve the minutes for July 15, 2025, and was seconded by Wullenwaber. The Planning Commission then voted unanimously to approve the Minutes for July 15, 2025.

PUBLIC HEARING

THE MATTER OF A REQUEST FOR A HISTORICAL RESOURCE ALTERATION FOR THE I.O.O.F. HALL LOCATED AT 190 SMITH ST. (LU 471-2026).

Chairperson Todd Culver read aloud the order of proceedings, and noted the procedures for continuance, and the process to keep the record open.

At the hour of 7:03pm, the Public Hearing was opened.

Culver 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.

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

June 16, 2026

need to direct testimony towards the applicable criteria, and how an appeal could be made.

STAFF REPORT: Eldridge gave a summary of the application. The alteration request is needed to fix a leak and remove the damage.

Eldridge highlighted the following criteria and conditions:

- Criterion 1, 3, 5, & 6 – Do not apply. However, Condition No.1: Consistency with Plans are associated with these Criterion.
- Criterion 2 – Met with Condition No. 2: Historical Appearance.
- Criterion 4 – Met.
- Criterion 7 – Met with Condition No. 2: Historical Appearance and with Development Concern No. 1: Structural Building Permit.

Staff sent required notice to SHPO, and they had not responded by the time of discussion.

Staff feel that all requirements are met and recommend approval.

- Jackson asked if the Planning Commission or SHPO had the last word on the approval. Eldridge replied that they did not reply within the timeframe, therefore Planning Commission decides.

APPLICANTS TESTIMONY: Patrick Freeman was present for discussion. He said that he has communicated with SHPO and is willing to work through any design issues they might have. His intent is to match the overall building aesthetics.

- Tegge asked how confident Freeman was that this would fix the issue. Freeman stated he is 99% sure it will, and it will also give them access to the roof.
- Moritz asked why a hatch wouldn't work. Freeman stated the structural engineering is already done, and it stated that the access point needed to be bigger than a hatch to allow for stairs and roof access.
- Wullenwaber asked if the proposed addition would cover the hatch, Freeman said it would. Then Wullenwaber asked why they needed such a big structure to simply cover a hatch. Eldridge said that it would allow his family access to the roof.
- Culver said that everything done so far to the building has been great, He wants a rendering and elevation drawing before being comfortable making a decision.

TESTIMONY IN FAVOR WAS ASKED FOR.

- None given.

TESTIMONY IN OPPOSITION WAS ASKED FOR.

- None given.

NUETRAL TESTIMONY WAS ASKED FOR.

- None given.

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

- Moritz motioned to table discussion to the July 21, 2026, meeting and to request that the applicant return with elevation drawings and renderings showing the design he is proposing. The motion was seconded by Giles. The Planning Commission then voted unanimously to table discussion to the July 21, 2026, meeting and to request that the applicant return with elevation drawings and renderings showing the design he is proposing.

June 16, 2026

OTHERS

This will be Planning Commission Jeremy Moritz' last meeting. He is being appointed to the City Council.

With no further discussion, the meeting was adjourned at the hour of 8:00 pm.

Chairperson

City Recorder

Unapproved

Staff Report Harrisburg Planning Commission Harrisburg, Oregon

THE MATTER OF A VARIANCE REQUEST FOR ZIKE ACCESSORY STRUCTURE

STAFF REPORT/EXHIBITS:

Exhibit A: Application Packet

Exhibit B: Email from Nancy Hayner

ACTION: MOTION TO APPROVE/DENY/AMEND THE VARIANCE REQUEST FOR LU 472-2026, SUBJECT TO THE CONDITIONS OF APPROVAL CONTAINED IN THE STAFF REPORT OF SEPT 8, 2026. THIS MOTION IS BASED ON FINDINGS CONTAINED IN THE STAFF REPORT OF SEPT 8, 2026, AND ON FINDINGS MADE DURING DELIBERATIONS ON THE REQUEST

APPLICANT: Thomas & Madilyn Zike

LOCATION: 760 Sommerville Loop – 15S04W15CB05000

HEARING DATE: September 15, 2026

ZONING: R-2 Multi Family Residential

OWNER: Thomas & Madilyn Zike

BACKGROUND

Thomas & Madilyn Zike live on Sommerville Loop and have been planning for years to add a larger accessory structure to their property. Unfortunately, time & cost didn't allow them to develop their property before the change in the development code. HMC 18.50.150 puts a size limitation on accessory structures, based on the size of the footprint of the home that they own. It also limits the number of accessory structures over 200 sq. ft.

INTRODUCTION

A variance request is needed for two reasons. One is due to the size of the proposed accessory structure. The homes footprint is currently 1404 sq. ft. The code allows for an accessory structure that doesn't exceed 50% of the floor area, or 1,000 sq. ft.,

whichever is smaller. The shop that is planned is 900 sq. ft and therefore exceeds the limits as allowed by HMC 18.50.150(3).

The other variance request is for the applicant to have 4 accessory structures over 200 sq. ft. The lot is over half acre in size, and therefore, has plenty of room to meet the code requirements. Lot Coverage with the new structure is only 17% with all current buildings and the planned addition. (They are planning on removing one of the smaller buildings in the future.) There is a letter of recommendation for approval from William Dotson in their application packet (**Exhibit A**), and an email was received from Nancy Hayner, which can be found in **Exhibit B**. Both testimony were favorable for the applicant.

CRITERIA AND FINDINGS OF FACT

1. CRITERION: HMC 19.40.040 Variances.

1. Applicability. *A variance is a code adjustment that does not otherwise meet the criteria under HMC 19.40.030. (Permitted uses, as provided in Chapters 18.40 to 18.55 HMC, shall not be adjusted with a variance.)*

DISCUSSION: This variance is required because the development code doesn't allow an accessory structure to either exceed the lesser of 50% of the floor area, or 1,000 square feet. The proposed accessory structure is planned at 900 square feet total; therefore, applicant is otherwise constrained to the 702 square foot area. The residential use is not being changed. The applicant will be required to meet the development requirements that are suggested by the Planning Commission

In addition, the applicant has 3 structures over 200 sq. ft. in size, and this structure will create a 4th. The variance is also required for this purpose.

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.

FINDING: As conditioned, this criterion has been met.

2. Approval Criteria. *The Planning Commission, through a Type III procedure, may approve a variance upon finding that it meets all of the following criteria:*

a. *The variance is necessary because the subject code provision does not account for special or unique physical or historical circumstances of the subject site, existing development patterns, or adjacent land uses. If an existing lot or development is nonconforming, the City may accept the nonconforming status as sufficient evidence of hardship for purposes of approving a variance under this section.*

DISCUSSION: The City has had the same setbacks and accessory structure size requirements for more than twenty years; therefore, it wouldn't be out of the question to say this falls under the term of 'historical circumstances'. This lot is the largest of the ones considered for recent variance requests, and there is more than enough room for easily accommodating the size of structure, as well as number of structures allowed. There are no non-conforming circumstances with this lot.

FINDINGS: This criterion is met.

b. The variance is the minimum necessary to address the special or unique physical circumstances related to the subject site.

DISCUSSION: The accessory structure is not considered large for this neighborhood. Property located to the south has a general-purpose structure that is 5,400 sq. ft. in size, while the home is 2,030 sq. ft. Property to the east has an accessory structure that is 1,500 sq. ft with a 1,848 sq. ft. home. There are technically no special or unique physical circumstances related to this site. Staff does believe that this is the minimum necessary to allow the applicant to have a similar use compared to other nearby properties.

The applicant does have 3 structures that are over 200 sq. ft., therefore, this additional structure will add one more to that count. Other properties nearby have multiple accessory structures as well. (Property to the west has 4 accessory structures).

FINDINGS: This criterion has been met.

c. The variance does not conflict with other applicable City policies or other applicable regulations.

DISCUSSION: This variance doesn't conflict with other City policies or applicable regulations. It's a simple request to allow for a structure that is slightly larger than what is allowed by the current code, and for one building more than currently allowed.

FINDINGS: The criteria have been met.

d. The variance will result in no foreseeable harm to adjacent property owners or to the public interest.

DISCUSSION: Allowing a property owner to have a larger accessory structure than that allowed by code, or an additional accessory structure over 200 sq. ft. is not creating something that is harmful to the public interest, nor does it result in any foreseeable harm to adjacent property owners. The property directly south has a much larger accessory structure. The applicant isn't adding the structure where an existing storm drain area is located and therefore will not cause harm by blocking

historical storm flow. The applicant will be required to install gutters and must show where drainage will be directed to. The applicant must make certain that the work being done meets development standards and should consider adding French drain tile or a swale to the property, to help slow storm flow into the City's stormwater system. This is a development concern.

Condition of Approval 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.

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

FINDINGS: As conditioned, this criterion has been met.

e. All applicable building code requirements and engineering design standards shall be met.

DISCUSSION: This accessory structure is 900 sq. ft. and the property owner had already applied for a building permit, before knowing that they needed a variance approval. They have already provided a full set of engineering plans for the permit.

FINDINGS: This criterion has been met.

f. The variance is necessary for the preservation and enjoyment of the same property rights as possessed by owners of other property in the same zone.

DISCUSSION: As noted above, there are several properties in this same area that have structures that are quite large, including one with an accessory structure that is larger than the home on the same lot. Other properties include a number of accessory structures; therefore, the applicant asks to be allowed to have one more that is over 200 sq. ft.

FINDINGS: Properties that are nearby and in the same neighborhood have accessory structures that are larger than allowed by the newer development code. Therefore, allowing this accessory structure to be larger than allowed by the current development code allows the owner to have the same types of structures that are present on neighboring properties. In addition, many properties in this same area have multiple accessory structures, and with a large lot like this, it still only represents 17% of lot coverage. The allowance in the R-2 zone is 55% lot coverage for a single-family non-attached home. This criteria is therefore met.

g. In granting a variance, the Planning Commission may attach conditions which it finds necessary to protect the best interests of the surrounding property or the community as a whole. [Ord. 987 § 1 (Exh. A), 2022.]

DISCUSSION:

This accessory structure is being built on property near storm water control systems that are already present. Because the storm water in this area is so prevalent, the applicant knows that they must be careful with any stormwater being generated by the additional impervious surfaces. As already noted in Condition No. 2, and Development Concern No. 1, then owner knows that they must be especially careful with drainage. Additional storm drainage devices like oversized storage detention pipes, or a swale, are encouraged.

Adding a structure of this size to the property is considered development, which applies to new or remodeled structures. Normally, the property owners must come up to current code requirements. HMC 18.70.030(4)(d)(2) states that a private driveway serving as the sole vehicle access to one or two homes, and/or less than 150 feet shall have a paved driving surface of at least 25'. The driveway was required to support an emergency vehicle weighing 50,000 lbs., but newer code standards require driveways to support a 75,000 lb. vehicle.

The partition plat that created this property was approved in 2001. It required a driveway that is a permanent easement, 25' in width, for ingress and egress from the applicant's property, as well as the flag lot property, directly behind them to the south. The only design concern with paving this section of the driveway, is that there are no requirements for the properties located to the west, to pave their 25' wide segment of driveway. The driveways run parallel; so this leaves the possibility that other residents will start using the paved sides, or drive on the edge; which will break it down faster. In addition, the driveway access from Sommerville Loop is for a single vehicle, rather than the width of the two driveways. Due to existing infrastructure, Staff is only requiring that the applicant sign a waiver of remonstrance form that will be recorded in Linn County. This puts them on notice that if Sommerville Loop is improved, that they will likely need to upgrade the driveway at that time, as it would apply to both driveways.

Condition No. 3: Driveway Pavement Requirement Waived. Prior to the building permit issuance, the applicant shall be required to sign a waiver of remonstrance that they will be required to pave their driveway in the future depending upon development of local streets.

Sommerville Loop at this location is unimproved with sidewalks, curbs and gutters. There is also a large ditch and culvert that accommodates the driveway access to four homes in this area. The elevations at Sommerville Loop at this location are such that the owners will not be required to culvert the ditch, and to add that infrastructure to the property. The City has on file a waiver of remonstrance

existing for this property, for storm drainage, curb, gutters, and sidewalks. That signed remonstrance is applicable to the applicant's property.

There were no comments from any staff members or agencies with concerns about this addition. The Planning Commission does have the ability to add additional development requirements to any application, but Staff doesn't see anything that should warrant additional standards being applied.

FINDING: As conditioned, this criterion has been met.

3. Criterion: HMC 19.40.050 Expiration.

- 1. Approvals granted under this chapter shall expire if not acted upon by the property owner within 18 months of the City approving the variance. Where the owner has applied for a building permit or final plat, has made site improvements consistent with an approved development plan (e.g., site design review or preliminary subdivision plan), or provides other evidence of working in good faith toward completing the project, the City Administrator may extend an approval accordingly. [Ord. 987 § 1 (Exh. A), 2022.]**

Discussion: This is a standard requirement; and the application does not include a partition plat. Therefore, the permit must be issued, and work must begin before the date of March 15, 2028. The applicant has already applied for a building permit, which is on hold until they obtain approval for the variance.

Condition No. 4. Time Limitation: The property owners must apply for a building permit within an 18-month time limit from the approval of this variance request.

Finding: As conditioned, this criterion has been met.

Criterion: HMC 18.50.150. Accessory Structures

1. Type I or II Procedures.

a. If an accessory structure is located in a residential zone, then a Type I procedure will apply.

b. If an accessory structure is located in a commercial or industrial zone, then a Type II procedure will apply.

2. Number of Structures. A maximum of three accessory structures is allowed per legal lot except for:

a. Structures 200 square feet or less that are not more than 15 feet in height;

b. Structures in the C-1, M-1, M-2, and PUZ zones.

3. Floor Area. An accessory structure cannot exceed the lesser of 50 percent of the floor area of the primary structure or 1,000 square feet, and its height cannot exceed the primary dwelling.

4. Structure Design. Accessory structures include freestanding, metal-framed, canvas-covered, wood, metal, concrete, or glass sheds, garages, greenhouses, etc.

5. Screening and Buffering. *The City may require landscaping or a fence to be installed to screen a new accessory building from abutting property uses.*

6. Setbacks. *Accessory structure walls must be set back at least three feet from the nearest property line. Roof overhangs and similar may encroach not more than one foot into the three-foot setback.*

7. Permits. *All accessory structures, except those of 200 square feet or less, require a building permit. Those structures with electrical, HVAC, or plumbing require those respective permits.*

8. Prohibited Accessory Structures in Residential Zones. *Nonallowed structures such as trailers, cargo/freight containers/boxes, or any structure consisting of easily damaged materials or construction, including dilapidated or dangerous structures.*

9. Lot Coverage. *The total lot coverage percentage of the primary structure, and all accessory structures shall not exceed the allowances of Table 18.45.040.4, except as may be adjusted.*

DISCUSSION: As the property owner has applied for a variance to be allowed in relation to the proposed size of accessory structure, it is being processed as a Type III application. The owners also have 3 existing accessory structures that are over 200 sq. ft. in size, and the variance will allow an additional structure over 200 sq. ft. (The applicant does have plans to remove a smaller structure in the future). The floor area of the new structure will exceed the lesser of 50% of the floor area, and therefore drives the need for this variance, as does exceeding the number of accessory structures allowed. The structural design is a metal structure, the picture of which is in the application. While the City could require landscaping or a fence to be installed, the building is attractive, and fences are already on the property. The owner is proposing an 8' setback to the south, 30' to the east, and 41' to the fence to the west. (84' to the west property line), well within current setback requirements. The applicant has already applied for the building permit, which is on hold due to this variance request. The new building is not made of any prohibited structures or materials. All structures on the property, including the new accessory structure, will come to only 17% lot coverage; 55% is allowed.

FINDING: The applicant meets all the requirements of HMC 18.50.150, other than the size of the 900 sq. ft. accessory structure, and the number of structures allowed that are over 200 sq. ft. This variance approval is required for the applicant to build this structure, and therefore the project meets this criterion.

CONCLUSION

This property is large and can easily accommodate both a larger size accessory structure, as well as an additional structure over 200 sq. ft. The structure should not affect the adjoining properties as long as the applicant meets storm drain requirements. It has been established that there are a number of accessory structures in this same neighborhood, including adjoining this property. It's a simple request to allow for a structure that is slightly larger than what is allowed by the current code, and for one building more than currently allowed, over 200 sq. ft.

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, and as conditioned, Staff recommends the Planning Commission motion to approve the variance request, and therefore allowing more than 3 accessory structures over 200 sq ft, as well as allowed the applicant to build an accessory structure that is larger than allowed by the current development code.

RECOMMENDED MOTION(S)

Consistent with staff's recommendation to the Planning Commission, the appropriate motions are shown at the top of this staff report.

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 further by the Planning Commission.

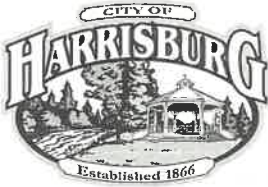
Condition No. 2: Storm Drainage. Concurrently with the submittal of the building permit, the applicant will provide gutters to the structure and will show where the drainage is being directed to.

Condition No. 3: Driveway Pavement Requirement Waived. Prior to the building permit issuance, the applicant shall be required to sign a waiver of remonstrance that they will be required to pave their driveway in the future depending upon development of local streets.

Condition No. 4. Time Limitation: The property owners 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 their lot due to the addition of this structure, and should consider the addition of French drain, a swale or any other system of storm control.



City of Harrisburg
120 Smith Street
Harrisburg, OR 97446
Phone (541) 995-6655
www.ci.harrisburg.or.us/planning

LAND USE APPLICATION

STAFF USE ONLY	
File Number: <u>492-2040</u>	Date Received: <u>8-11-20</u>
Fee Amount: <u>1250 - FS</u>	

RECEIVED
AUG 17 2020
BY:.....

APPLICATION TYPE	
☐ Annexation*	☐ Property Line Adjustment
☐ Comprehensive Plan Amendment*	☐ Partition/Replat* Minor Major
☐ Conditional Use Permit*	☐ Site Plan Review*
☐ Historic Permit*	☐ Site Plan Review – Parking Only
☐ Resource Alteration	☐ Subdivision/Replat*
☐ Resource Demolition	☐ Vacation of street, alley or easement
☐ Historic Review – District	☒ Variance*
☐ Legal Lot Determination	☐ Zone Map Change*
☐ Zoning Ordinance Text Amendment*	

*A Pre-Application Conference with City Staff is Required

PLEASE PROVIDE A BRIEF SUMMARY OF THE PROPOSAL	
Project Description	See attached
Project Name	Metal storage building

PRIMARY CONTACT AND OWNER INFORMATION

Applicant's Name	Thomas and Madilyn Zike		
Phone	541-603-6943	Email	ortaz1960@gmail.com
Mailing Address	760 Sommerville Loop, Harrisburg, Oregon 97446		
Applicant's Signature			
	Date		
Property Owner Name	Thomas and Madilyn Zike		
Phone	541-603-6943	Email	ortaz1960@gmail.com
Mailing Address	760 Sommerville Loop, Harrisburg, Oregon 97446		
Owner Signature	<i>Madilyn Zike</i>		
	Date 8-9-26		

*If more than one property owner is involved, provide a separate attachment listing each owner or legal representative and their signature.

PROPERTY DESCRIPTION

(general vicinity, side of street, distance to intersection, etc.)

Street Address	760 Sommerville Loop		
General Location Description	CENTERED ON REAR PORTION Single family home and vacant lot ON THE BACK OF OUR LOT		
Assessor's Map Number(s)	Related Tax Lot(s)		
Map # 155-04W-15CB	Tax Lot(s) # 5000		

The Assessor's Map Number (Township, Section and Range) and the Tax Lot Number (parcel) can be found on your tax statement, at the Linn County Assessor's Office, or online at <http://linn-web.co.linn.or.us/propertywebquerypublic/>

Lot Area 26,850 *5*

- a. The variance is necessary because the subject code provision does not account for special or unique physical or historical circumstances of the subject site, existing development patterns, or adjacent land uses. If an existing lot or development is nonconforming, the City may accept the nonconforming status as sufficient evidence of a hardship for purposes of approving a variance under this section;

When we purchased the property, we planned on adding this structure to the vacant area. We have now retired, and began the process of clearing and grading the area. We are working with a contractor to pour the concrete foundation and upgraded the metal building for increased snow and wind requirements. We placed a deposit on the building. Sommerville Loop has several of these buildings, and ours will be behind our fence. See the attachments for additional details.

- b. The variance is the minimum necessary to address the special or unique physical circumstances related to the subject site;

It is in our "backyard", and needed to store lawn equipment, tools, vehicles, and a small tractor for our large property. The public does not have access.

- c. The variance does not conflict with other applicable City policies or other applicable regulations;

No other regulations or policies are in conflict with this request.

- d. The variance will result in no foreseeable harm to adjacent property owners or to the public interest;

Our closest neighbors support this request. See attached. It improves the properties in this area for resale value.

- e. All applicable building code requirements and engineering design standards shall be met;

Agreed, engineered plans were developed and provided.

- f. The variance is necessary for the preservation and enjoyment of the same property rights as possessed by owners of other property in the same zone; and

There are several structures of this type in the surrounding areas. Our section of the street supports the character and style of the building. See attached rendered drawing.

- g. In granting a variance, the Planning Commission may attach conditions which it

Zike Variance Request 8/10/2026

760 Sommerville

We purchased our home in 2010. At that time, the current limitation that ties the size of an accessory building to 50 percent of the home's square footage did not exist. That regulation was adopted in 2022, twelve years after we purchased our property. We made our investment and long-term plans for our property under a different set of regulations.

We are requesting a variance to allow a 900-square-foot accessory building instead of the 702 square feet currently permitted. This is the only variance we are requesting.

Our proposal complies with every other applicable development standard. The building meets the required setbacks, height limitations, and other zoning requirements. It will be used solely for residential storage of our personal property and household equipment. It will not be used for commercial purposes, vehicle repair, manufacturing, or any activity that would create additional traffic, noise, or impacts on our neighbors. It is behind our fence and locked gate. It is not readily accessible to the public.

The need for this variance was not created by anything we did. We did not create the lot, alter the property, or reduce the size of our home. The need exists because the City adopted a new size formula many years after we became property owners.

The requested building is also modest in scale. Although it exceeds the 50 percent calculation for our home, it remains under the City's 1,000-square-foot maximum for accessory buildings. We are requesting only the relief necessary to construct a functional residential storage building that will serve our long-term needs.

Granting this variance will not change the residential character of the neighborhood, reduce public safety, interfere with utilities, or adversely affect neighboring properties. We are committed to constructing an attractive, well-maintained building that is compatible with our home and surrounding properties. We have attached a letter of support from our closest neighbors and a rendering of the building.

We respectfully ask the Commission to consider that this is a unique situation created by a later change in the City's regulations, not by our actions. The variance would allow a reasonable residential use of our property while preserving the overall intent of the zoning ordinance.

To Whom It May Concern,

My name is William Dotson, and I reside at 740 Sommerville Loop in Harrisburg, Oregon. I am writing in support of Madilyn and Thomas Zike's request regarding their proposed enclosed shop at their property located at 760 Sommerville Loop.

As a neighboring property owner, I believe the proposed shop would be a positive addition to their property and the surrounding neighborhood. The Zike's have maintained their property in a manner that is consistent with improving the appearance, functionality, and overall quality of the area.

I also want to express my concern regarding consistency in how properties within our community are evaluated and maintained. Approximately 600 feet from the Zike's' property is another residence located at 915 S. 6th Street, Harrisburg, Oregon, which has ongoing visible issues including an uninhabitable structure, accumulated garbage, and multiple vehicles that are clearly visible from the public view. These conditions have remained unresolved and, in my opinion, have negatively impacted on the appearance of the neighborhood and potentially surrounding property values.

My concern is that responsible homeowners who are investing in and improving their properties should be supported, especially when their projects contribute positively to the neighborhood. Zike's proposed enclosed shop is a well-maintained improvement that fits the character of their property and does not create the same concerns associated with neglected or unsafe conditions elsewhere in the area.

I respectfully ask the city to consider approving their request and allowing the Zike's to move forward with their proposed shop.

Thank you for your time and consideration.

Sincerely,

William Dotson
740 Sommerville Loop
Harrisburg, OR 97446



Tom Zike
760 Sommerville
Harrisburg, OR
97114
PP# 5000
1.62 AC

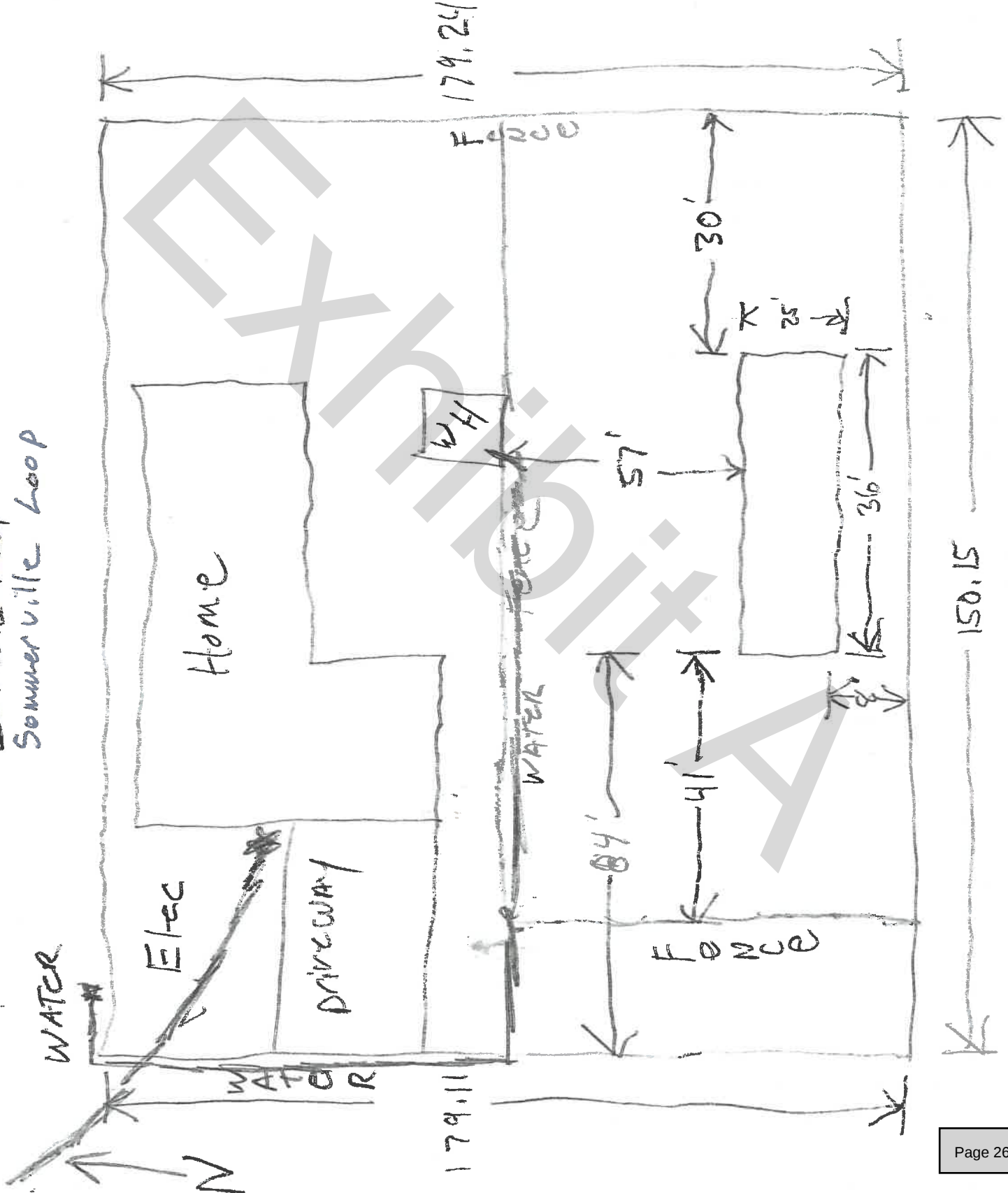
South Salem Main Branch & Warehouse:
2249 Madrona Ave. SE
Salem, OR 97302
Ph: 503-588-1311
Fax: 503-581-2521

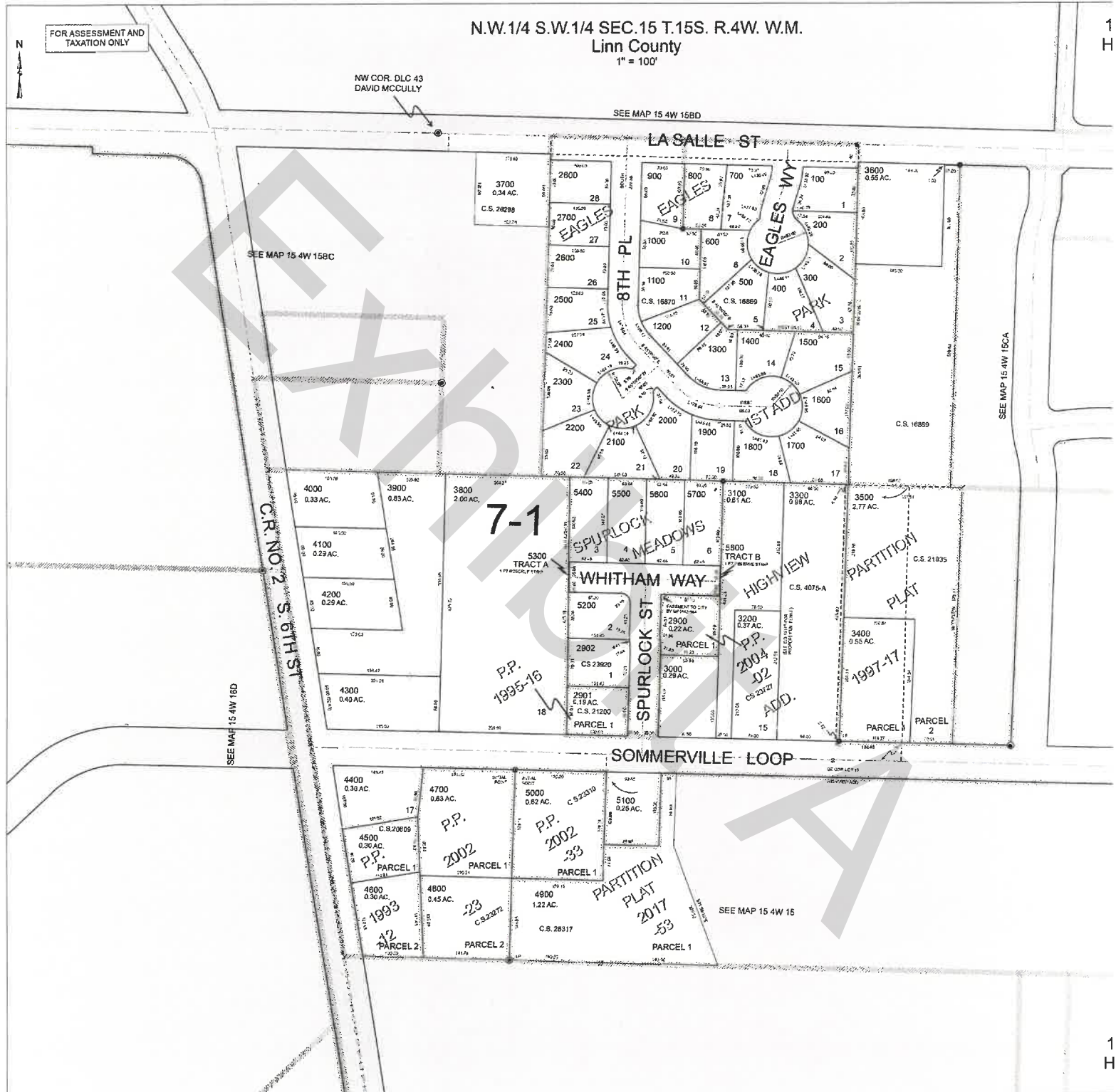
Millersburg Branch
6435 Old Salem Rd
Millersburg, OR 97321
Ph: 541-917-7394
Fax: 541-928-8951

Metals Service Centers

Visit us at: www.ramsteelco.com

~~Sommerville Loop~~
Sommerville Loop





Harrisburg Fire

Department Use Only

District Plan

Permit Number _____

Review Verification Date _____

Access and Water Supply Worksheet

Owner Information

Name Tom Zike
 Mailing Address 760 Sommersville Loop
 Phone Number 541 894 9173

Permit Information

Tax Lot Number _____
 Address 760 Sommersville Loop

Fire Area – The total area that can be affected by fire. All areas covered including living space, covered porches, covered decks, garage, and any area that can be a habitable space such as an unfinished basement.

New Construction

Living Area _____ Sq. ft.
 Covered Porch or Deck _____ Sq. ft.
 Garage 900 Sq. ft.
 Other Habitable Space _____ Sq. ft.
 Total Fire Area _____ Sq. ft.

Addition

Living Area _____ Sq. ft.
 Covered Porch or Deck _____ Sq. ft.
 Garage _____ Sq. ft.
 Other Habitable Space _____ Sq. ft.
 New Addition Area _____ Sq. ft.
 Total Fire Area _____ Sq. ft.

Access

Number of buildings on access 3Approach is 8 degrees or less Yes ☒ No ☐

Width (16 ft. Min.) _____ ft.

Length _____ Height _____

Grade _____ % (As measured at 25' increments)

Turn outs? Yes ☐ No ☒Turn around within soft of the building Yes ☐ No ☐

Turn around design

Y ☐ T ☐ MOD T ☐ CULDESAC ☐Is there a bridge or culvert within the access? Yes ☒ No ☐

Water Supply

Building Construction Type – The type of framing or support members.

Building Construction Types

- | | |
|---|--------------------|
| 1) Fire Resistive | 2) Non Combustible |
| 3) Ordinary (Masonry) | 4) Heavy Timber |
| 5) Wood Framed (Typical Residential Home) | |

Building Construction Type Now Combustible

Other buildings closer than 50 ft.?

(Include adjacent properties) Yes ☐ No ☒Building height to the peak 11 ft.Building height to the Eaves 7 ft.

Residential sprinklers proposed in your building plan?

Yes ☐ No ☒

Fire Department Use Only

Received 7/6/26Site Visit? yes1142 Calculated Gallons 7AM&M? 6Date approved 7/8/26Fire Official Brent***FIRE DEPARTMENT REVIEW & APPROVAL MUST BE COMPLETED PRIOR TO SUBMITTAL FOR PLAN REVIEW***

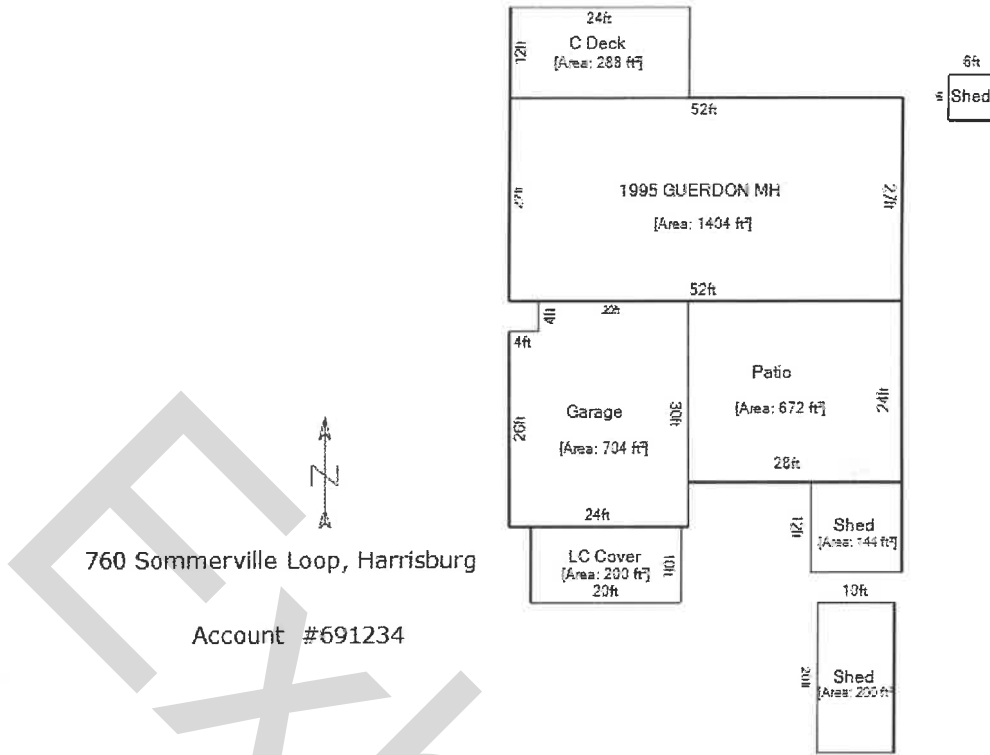






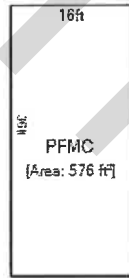
The Amelia Metal Barn Building

36x25x11/7



760 Sommerville Loop, Harrisburg

Account #691234



2001 Bill DUTSON
PARTITION PAT

From: [Nancy Hayner](#)
To: [Michele Eldridge](#)
Cc: [Tom & Madelyn Zike](#)
Subject: Zike building request
Date: Monday, August 10, 2026 9:36:38 AM

Good morning, Michele

We have been traveling for the summer – Alaska and many points in between - and received a message from Tom & Madelyn Zike regarding their plans to add an outbuilding to their property. They included the dimensions and design of the metal building. We called and talked with them, and believe we have a good understanding of the placement in relation to our place.

We fully support their efforts and cannot see that it would present any issues for us. Accordingly, we encourage its approval by the city.

Thank you,
Nancy and Wayne Hayner
764 Sommerville Loop

Sent from my iPhone