



CITY OF SWEET HOME PLANNING COMMISSION AGENDA

March 01, 2021, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

The Planning Commission will hold a Regular Planning Commission meeting at 6:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. In order to protect residents, staff, and elected officials due to the novel COVID-19 virus, the frequency and length of public meetings, including the Planning Commission, boards and City Council, will be minimized. Non-urgent and non-essential City business with expected public feedback will be postponed whenever possible. Individuals attending public meetings in person will be limited to the first six people, required to maintain appropriate social distancing, (6-ft.) and be free of symptoms related to COVID-19. The City of Sweet Home Planning Commission is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the Planning Commission meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 541-367-5128, choose option #1 and enter the meeting ID 509 335 15# to be logged in to the call.

This video stream and call in options are allowed under Planning Commission rules, meet the requirements for Oregon public meeting law, and has been approved by the Mayor as Chairperson of the meeting. All votes will be conducted by Roll Call Vote.

Call to Order and Pledge of Allegiance

Roll Call of Commissioners

Public Comment. This is an opportunity for members of the public to address the Planning Commission on topics that are not listed on the agenda.

Meeting Minutes: January 4, 2021

Public Hearings:

Application CU20-07: The applicant is requesting a conditional use permit in order to establish a home occupation (home business) on their property. The home occupation would consist of the manufacture and sale of firearms that would be operated by a resident of the property within the dwelling located on the property. The firearms will be sold primarily on-line with a small number of local sales. The applicant expects local sales to be one to two firearms per month and will be by appointment only. The applicant will be the only employee. The subject property contains approximately 5,850 square feet and is in the Residential Medium Density (R-3) Zone.

Introduction of new Planning Commissioners

Election of Chairman and Vice-Chairman

Staff Updates on Planning Projects:

Code Revision Update

Pending Applications

Planning Commissioner Comments: This is an opportunity for Planning Commissioners to address topics that are not listed on the agenda.

Adjournment

Persons interested in commenting on these issues should submit testimony in writing to the Community and Economic Development Department Office located in City Hall prior to the hearing or attend the meeting and give testimony verbally.

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

Persons who wish to testify will be given the opportunity to do so by the Chair of the Commission at the Planning Commission meeting. Such testimony should address the zoning ordinance criteria which are applicable to the request. The Sweet Home Planning Commission welcomes your interest in these agenda items. Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Commission may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend

The failure of an issue to be raised in a hearing, in person or by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

A copy of the application, all documents and evidence relied upon by the applicant and applicable criteria are available for inspection at no cost and a copy will be provided at reasonable cost. A copy of the staff report will be available for inspection at no cost at least seven days prior to the hearing and a copy will be provided at reasonable cost. Please contact the Community and Economic Development Department at 3225 Main Street, Sweet Home, Oregon 97386; Phone: (541) 367-8113.

Planning Commission Process and Procedure for Public Hearings

- Open each Hearing individually
- Review Hearing Procedure (SHMC 17.12.130)
- Hearing Disclosure Statement (ORS 197.763)
 - At the commencement of a hearing under a comprehensive plan or land use regulation, a statement shall be made to those in attendance that:

READ: "The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue."

- Declarations by the Commission:
 - Personal Bias - Prejudice or prejudgment of the facts to such a degree that an official is incapable of making an objective decision based on the merits of the case.
 - Conflict of Interest - Does any member of the Commission or their immediate family have any financial or other interests in the application that has to be disclosed.
 - Ex Parte Information - The Planning Commission is bound to base their decision on information received in the Public Hearing and what is presented in testimony. If a member of the Planning Commission has talked with an applicant or has information from outside the Public Hearing it needs to be shared at that time so that everyone in the audience has an opportunity to be aware of it and the rest of the Planning Commission is aware of it. In that way it can be rebutted and can be discussed openly.
- Staff Report
 - Review of application
 - Discussion of relative Criteria that must be used
 - During this presentation the members of the Planning Commission may ask questions of the staff to clarify the application or any part of the Zoning Ordinance or the applicable information.
- Testimony
 - Applicant's Testimony
 - Proponents' Testimony
 - Testimony from those wishing to speak in favor of the application
 - Opponents' Testimony
 - Testimony from those wishing to speak in opposition of the application
 - Neutral Testimony
 - Testimony from those that are neither in favor nor in opposition of the application.
 - Rebuttal
- Close Public Hearing
- Discussion and Decision among Planning Commissioners
 - Motion
 - Approval
 - Denial
 - Approval with Conditions
 - Continue
- If there is an objection to a decision it can be appealed to the City Council. The Planning Commission shall set the number of days for the appeal period. At the time the City Council goes through the Public Hearing Process all over again.
 - Recommendation made by Planning Commission—City Council makes final decision.

If you have a question, please wait until appropriate time and then direct your questions to the Planning Commission. Please speak one at a time so the recorder knows who is speaking.



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

January 4, 2021, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

Call to Order 6:32 PM

Roll Call of Commissioners

Chairman Parker:	Present
Commissioner Wolthuis:	Present
Commissioner Stephens:	Present
Commissioner Journey:	Present
Commissioner Korn:	Present

Staff:

Blair Larsen, CEDD Director; Angela Clegg, Associate Planner; Joe Graybill, Staff Engineer

Visitors:

Steve Kay, PO Box 1920, Silverton, OR 97381

Public Comments None

Meeting Minutes: December 7, 2020

Commissioners Comments: Correction on Page 3

Commissioner Journey moved to approve the December 2020 meeting minutes with corrections.

Commissioner Wolthuis seconded the motion to approve the meeting minutes with corrections.

Question was called by roll call vote:

Chairman Parker:	Aye
Commissioner Wolthuis:	Aye
Commissioner Stephens:	Aye
Commissioner Journey:	Aye
Commissioner Korn:	Aye

Motion Passed (5) Ayes to (0) Nays, (0) Absent,

Public Hearings

Continuation of Application PD20-02: The applicant is requesting a Planned Development Overlay Zone on an approximately 87,962 square foot (1.96-acre) property. Access to the subject

property from 9th Avenue will be through a proposed access easement across Tax Lot 303, which is also owned by the applicant. The applicant is proposing to develop 7 single-family lots on the subject property (see the attached site plans). Through the planned development process, the applicant is proposing to modify the minimum lot size, minimum lot width, front setback, and street yard setback standards shown on the attached site plans. A Planned Development zone is an overlay zone that can be applied in conjunction with any other zone designation. Although this overlay designation permits modifications to the site development standards of the underlying zone standards, it does not permit changes in uses specified by the underlying zone [SHMC 17.48.020]. As proposed, Tract 'A' will protect environmentally sensitive areas of the site and provide common open space amenities for the planned development. The subject property is in the Highway Commercial (C-1) Zone. Application PD20-02 is pending the approval of Application ZMA20-04 amending the zoning designation from Highway Commercial (C-1) zone to the Comprehensive Plan Map designation of Residential High Density (R-2) zone. Application ZMA20-04 was filed simultaneously.

Personal Bias: none
Conflict of Interest: none
Exparte Information: none

Comments/Discussion:

Associate Planner Clegg read a summary of the staff report.

PUBLIC HEARING OPENED AT 6:48 PM

Applicant Testimony:

Steve Kay, PO Box 1920, Silverton, OR 97381, testified on behalf of the owner and application and gave a brief summary to the Commissioners. Mr. Kay stated that the owner is supportive of the conditions of approval. Mr. Kay explained to the Commissioners that the properties will be maintained by HOA.

Testimony in Favor: none
Testimony in Opposition: none
Neutral Testimony: none
Rebuttal: None

Commissioners Questions:

Chairman Parker asked Mr. Kay about property ownership. Mr. Kay explained that each property will be individually owned.

Commissioner Journey asked about the quality of living for the residents and the surrounding properties. Mr. Kay stated that the properties will be buffered from the surrounding properties. There are no plans to create a trail or access the western portion of the site. Mr. Kay feels owner would be willing to work with neighbors to discuss their concerns

Commissioner Stephens asked if the sidewalk was included in the driveway measurement? Mr. Kay stated that it wasn't. There is a 20-foot by 20-foot driveway past the 5-foot sidewalk. Stephens asked about the type of structures being included. Mr. Kay stated that they haven't chosen the exact structure design.

Commissioner Wolthuis asked about building techniques being used in the 100-year flood plain. Mr. Kay stated that they would follow the State criteria and will include the details in the building permit process.

Commissioner Stephens asked if there would be bike paths. Mr. Kay stated that did not propose a bike lane because there will only be seven homes and the private street dead ends. The owner wants to stay away from riparian area so there are no paths proposed in open area.

Chairman Parker discussed the applicant working with the VFW to separate the properties from their park.

PUBLIC HEARING CLOSED AT 7:07 PM

Commissioners Discussion:

Commissioner Journey has no additional comments regarding the application. Journey discussed the development as a potential living area for smaller families. It is different but has value for the town and gives the community an alternate from the traditional single-family home site. These might appeal to those who don't want a lot of property to take care of.

Commissioner Wolthuis concerned about changes to criteria allowed in the Planned Development.

Chairman Parker discussed the zone change to Comprehensive Plan. Parker discussed the variety of smaller sites is an opportunity for Sweet Home.

CEDD Director Larsen discussed the R-2 criteria and the owner proposing single family homes in comparison to an apartment complex. He said they could have proposed an apartment but didn't. The application adds to the diversity of housing in Sweet Home.

Commissioner Journey moved to approve application PD20-02 and thereby permit the Planned Development, adopting the findings of fact listed in Attachment A of the staff report, the setting of a 12-day appeal period from the date of the mailing of the decision, and hereby direct staff to prepare an order to be signed by the Chair to memorialize this decision.

Commissioner Korn seconded the motion to approve with conditions.

Question was called by roll call vote:

Chairman Parker:	Aye
Commissioner Wolthuis:	Aye
Commissioner Stephens:	Aye
Commissioner Journey:	Aye
Commissioner Korn:	Aye

Motion Passed (5) Ayes to (0) Nays, (0) Absent

Staff Updates on Planning Projects:

Code Revision Update

CEDD Director Larsen gave an update

Miscellaneous CEDD

CEDD Director Larsen gave an update to the Commissioners regarding the transportation grant received by the City.

CEDD Director Larsen discussed the upcoming System Development Charge (SDC) methodology and changes. Larsen invited the Commissioners to participate in the February 9, 2021 public hearing.

Pending Applications

Associate Planner Clegg gave an update on all pending applications.

Planning Commissioner Comments:

The Commissioners discussed the Comprehensive Plan. The Commissioners are concerned it is out of date and doesn't reflect the current needs of the City. The Commissioners asked to have the Comprehensive Plan update be a priority in the budget discussions.

CEDD Director Larsen will bring the topic to City Council.

Adjournment 7:50

**City of Sweet Home**

Community and Economic Development Department- Planning Program
3225 Main Street, Sweet Home, OR 97386 541-367-8113

Staff Report Presented to the Planning Commission

REQUEST: The applicant is requesting a conditional use permit in order to establish a home occupation (home business) on their property. The home occupation would consist of the manufacture and sale of firearms that would be operated by a resident of the property within the dwelling located on the property. The firearms will be sold primarily on-line with a small number of local sales. The applicant expects local sales to be one to two firearms per month and will be by appointment only. The applicant will be the only employee

The subject property contains approximately 5,850 square feet and is in the Residential Medium Density (R-3) Zone.

APPLICANT: Grover L Hubbard Jr

PROPERTY OWNER: Grover and Nancy Hubbard

FILE NUMBER(S): CU20-07

PROPERTY LOCATION: 1207 44th Avenue, Sweet Home, OR 97386; Identified on the Linn County Assessor's Map as 13S01E33AB Tax Lot 01500.

REVIEW AND DESIGN CRITERIA: Sweet Home Municipal Code Section(s) 17.04.030, 17.30.030, 17.80.040

HEARING DATE & TIME: **February 1, 2021 at 6:30 PM**

HEARING LOCATION: City Hall, Council Chambers at 3225 Main Street, Sweet Home, Oregon 9738

STAFF CONTACT: Angela Clegg, Associate Planner
Phone: (541) 367-8113; Email: aclegg@sweethomeor.gov

I. PROJECT AND PROPERTY DESCRIPTION**ZONING AND COMPREHENSIVE PLAN DESIGNATIONS:**

Property	Zoning Designation	Comprehensive Plan Designation
Subject Property	Residential Medium Density (R-3)	Medium Density Residential
Property North	Residential Medium Density (R-3)	Medium Density Residential
Property East	Residential Medium Density (R-3)	Medium Density Residential
Property South	Residential Medium Density (R-3)	Medium Density Residential
Property West	Residential Medium Density (R-3)	Medium Density Residential

Floodplain: Based on a review of the FEMA FIRM Maps; Panel 41043C0914G dates September 29, 2010, the subject property is not located in the 100-year floodplain.

Wetlands: The subject property does not contain wetlands that are inventoried on the Sweet Home Local Wetlands Inventory or the National Wetlands Inventory (NWI) Map.

Access: The subject property has frontage along 44th Avenue.

Services: The property is connected to City water and sewer services.

TIMELINES AND HEARING NOTICE:

Application Received: December 28, 2020

Application Deemed Complete: January 5, 2021

Notice Distribution to Neighboring Property Owners Within 100 feet and Service Agencies: January 6, 2021

Notice Published in New Era Newspaper: January 20, 2021

Date of Planning Commission Hearing: February 1, 2021

120-Day Processing Deadlines: May 5, 2021

II. COMMENTS

CEDD Engineering: Project & Location: This residence home occupation is located in a residential neighborhood, a short distance from the intersection with 44th Ave and Airport Road.
Streets & Stormwater: 44th Ave is a local category street, with the proposal generating minimal traffic on this block segment. The home occupation will not affect any impervious surfaces.
Water & Sanitary: The residence is connected to City services.
Comments & Recommendations: CEDD-IS has no concerns. This proposed use in the residence of 1207 44th Avenue does not appear to impact the roadway right-of-way or traffic.

Public Works Division: Public Works has no issues with this request.

Building Division: The Building Program does not object to this request for a Conditional Use. Please note that if there is any storage of flammables/explosives with regards to the proposed business, all items stored will be in accordance with State Code requirements.

Fire Department: Public Works has no issues with this request.

Public Comments: No comments as of the issue of this Staff Report.

III. REVIEW AND DESIGN CRITERIA

The review and decision criteria for a conditional use permit are listed below in bold. Staff findings and analysis are provided under each review and decision criterion.

A. The request complies with the requirements of the underlying zone or overlay zone, city codes, state and federal laws [SHMC 17.80.040(A)].

Staff Findings: A home occupation is defined as: “a lawful occupation carried on by a resident of a dwelling, where the occupation is secondary to the main use of the property as a residence.” [SHMC 17.04.030 Definitions]

The standards for home occupations are listed in SHMC 17.80. Home occupations are not discussed in the individual zoning chapters. Based on the above, it is staff’s interpretation of the SHMC that home occupations can be established accessory to a residential use under the conditional use criteria listed in SHMC 17.80.

With the application of SHMC 17.80 and the above referenced condition, the application complies with this criterion.

B. The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering, but not limited to, the following:

1. **Building size;**
2. **Parking;**
3. **Traffic;**
4. **Noise;**
5. **Vibration;**
6. **Exhaust and emissions;**
7. **Light and glare;**
8. **Erosion;**
9. **Odor;**
10. **Dust;**
11. **Visibility;**
12. **Safety;**
13. **Building, landscaping or street features [17.80.040(B)].**

Staff Findings: The applicant is requesting this conditional use permit in order to establish a home occupation the manufacture and sale of firearms that would be operated by a resident of the property within the dwelling located on the property.

1. Building size: The proposed home occupation would be located within the existing single-family home. There are no issues with the building size.
2. Parking and Traffic: The proposed use has no employees. The applicant states that there will be 1-2 clients per month visiting the residence. Staff finds that there will be little to no traffic or parking impact.

3. Noise: The applicant has not indicated the proposed home occupation is sensitive to neighborhood noise levels. The potential for the home occupation to create noise, is addressed in the following subsection of this report.
4. Vibration: The applicant has not indicated that the proposed home occupation creates or is sensitive to vibrations. The proposed use, however, is not one that will create vibrations as it is an office type use.
5. Exhaust and emissions: The proposed home occupation is not anticipated to create exhaust or emissions.
6. Light and glare: The applicant has not indicated that the proposed use will create light and glare different than what is normal in a residential zone.
7. Erosion: Staff has not identified any significant impacts from erosion that would preclude the proposed development.
8. Odor: The proposed home occupation would not create odor.
9. Dust: The proposed home occupation would not create dust.
10. Visibility: The proposed home occupation would not affect visibility of any person on or off the subject property.
11. Safety: Staff has not identified any negative safety impacts that would adversely affect the establishment of the proposed home occupation on the subject property.
12. Building, landscaping or street features: The proposed home occupation would not generate any significant additional traffic beyond that associated with typical single-family residential use. No changes are being made to the building, landscaping, or any street features.

With the above referenced safety condition, the application complies with this criterion.

C. Any negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other code standards, or other reasonable conditions of approval that include but are not limited to those listed in this chapter [SHMC 17.80.040(C)].

Staff Findings: The applicant has proposed to a firearms business. The home occupation would consist of the manufacture and sale of firearms that would be operated by a resident of the property within the dwelling located on the property. The firearms will be sold primarily on-line with a small number of local sales. The applicant expects local sales to be one to two firearms per month and will be by appointment only. The applicant will be the only employee. No potential impacts are identified.

The application complies with this criterion.

D. All required public facilities have adequate capacity, as determined by the city, to serve the proposed use [SHMC 17.80.040(D)].

Staff Findings: As the proposed use has no employees. The client stated he will have 1-2 clients per month visiting the home. There would be no traffic or parking impact and no need for any public facilities improvements.

The application complies with this criterion.

E. Home occupations must meet the following standards:

1. **The home occupation shall be secondary to the residential use [SHMC 17.80.040(E)(1)].**

Staff Findings: The applicant is the owner and resides on the subject property. The owner would be the sole participant in the business operation. The home occupation is secondary to the residential use.

The application complies with this criterion.

- 2. All aspects of the home occupation shall be contained and conducted within a completely enclosing building [SHMC 17.80.040(E)(2)].**

Staff Findings: The home occupation, according to the applicant, would be conducted within the existing house.

The application complies with this criterion.

- 3. No materials or mechanical equipment shall be used which are detrimental to residential use of the dwelling or nearby dwellings because of vibration, noise, dust, smoke, odor, interference with the electrical grid, radio or television reception or other similar factors [SHMC 17.80.040(E)(3)].**

Staff Findings: The applicant indicates the home occupation will not use any materials or mechanical equipment that will create any impacts on the neighborhood.

The application complies with this criterion.

- 4. Vehicles related to the home occupation shall be parked in a manner so as to not block any driveway or impede the safe flow of traffic [SHMC 17.80.040(E)(4)].**

Staff Findings: No additional vehicles would be involved in the home business other than the normal vehicles associated with a residential use. The applicant stated he will have 1-2 clients per month visiting the home. There would be no traffic or parking impact

The application complies with this criterion.

- F. In approving a conditional use permit application, the Planning Commission may impose, in addition to those standards and requirements expressly specified by this chapter, additional conditions determined to be necessary to assure that the proposed development meets the decision criteria as well as the best interests of the surrounding properties, the neighborhood, and the city as a whole. [SHMC 17.80.050]**

- 1. These conditions may include, but are not limited to, the following:**
 - a) Requiring larger setback areas, lot area, and/or lot depth or width;**
 - b) Limiting the hours, days, place and/or manner of operation;**
 - c) Requiring site or architectural design features that minimize environmental impacts such as noise, vibration, exhaust/emissions, light, glare, erosion, odor or dust;**
 - d) Limiting the building height, size or lot coverage, or location on the site;**
 - e) Designating the size, number, locations and/or design of vehicle access points, parking areas, or loading areas;**
 - f) Increasing the number of required parking spaces;**
 - g) Requiring street rights-of-way to be dedicated and streets, sidewalks, curbs, planting strips, pathways or trails to be improved, so long as findings in the development approval indicate how the dedication and/or improvements, if not voluntarily accepted by the applicant, are roughly proportional to the impact of the proposed development;**

- h) Limiting the number, size, location, height and lighting of signs;
- i) Limiting or setting standards for the location, design, and/or intensity of outdoor lighting;
- j) Requiring fencing, screening, landscaping, berms, drainage, water quality facilities or other facilities to protect adjacent or nearby property, and the establishment of standards for their installation and maintenance;
- k) Designating sites for open space or outdoor recreation areas;
- l) Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, drainage areas, and historic or cultural resources;
- m) Requiring ongoing maintenance of buildings and grounds;
- n) Setting a time limit for which the conditional use is approved. [SHMC 17.80.050(A)]

Staff Findings: This provision of the SHMC allows the Planning Commission to impose conditions of approval. This is an opportunity for the Planning Commission to determine if conditions are needed in order to ensure compliance with the "decision criteria as well as the best interests of the surrounding properties, the neighborhood, and the city as a whole." As specified in SHMC 17.80.050, conditions could include, but are not limited to: expanding setbacks, limiting hours of operation, requiring site or architectural design features, imposing additional sign standards, and so forth.

If this application is approved, staff recommends the Planning Commission impose no conditions of approval as there are no potential impacts which need mitigation except for procedural conditions to assure the operation of the home occupation as represented by the applicant.

G. A conditional use permit shall be void one year after the date of the Planning Commission approval if the use has not been substantially established within that time period. [SHMC 17.80.070]

Staff Findings: As required under this section, the conditional use permit shall be void one (1) year after the date of the Planning Commission approval if the use has not been substantially established, as defined under SHMC 17.80.070(A), within that time period. As stated in the SHMC, the City Planner may grant one extension of up to one year for a conditional use permit that contained a one-year initial duration upon written request of the applicant and prior to the expiration of the approved period. Requests other than a one-year request made prior to the expiration of the approved period must be approved by the Planning Commission. A conditional use permit not meeting the above time frames will be expired and a new application will be required.

IV. CONCLUSION AND RECOMMENDATION

If the Planning Commission approves this application, staff recommends that the conditions of approval listed below be required in order to ensure that the application is consistent with the findings in the Review and Decision Criteria (Section III) and as required by the Sweet Home Municipal Code and other provisions of law. Appeals to the Land Use Boards of Appeals (LUBA) may only be based on Review and Decision Criteria listed above.

Recommended Conditions If the Application is Approved:

1. The home occupation will be conducted in a manner consistent with the representations made by the applicant in the application and hearing process.
2. All aspects of the home occupation shall be contained and conducted within a completely enclosed building as proposed in this application. Parking may occur outdoors in compliance with the SHMC.
3. The applicant shall comply with all Alcohol, Tobacco and Firearms (ATF) regulations.
4. Vehicles related to the home occupation shall be parked in a manner so as to not block any driveway or impede the safe flow of traffic.
5. The property owner shall obtain and comply with all other applicable local, state, and federal permits and requirements.

V. PLANNING COMMISSION ACTION

In taking action on a Conditional Use Permit, the Planning commission will hold a public Hearing at which it may either approve or deny the application(s). If the application is denied, the action must be based on the applicable review and decision criteria. If approved, the Planning Commission may impose conditions of approval. Staff's recommended conditions are included in Section IV

Appeal Period: Staff's recommends that the Planning Commission's decision on this matter be subject to a 12-day appeal period from the date that the notice of decision is mailed.

Order: After the Planning Commission makes a decision, staff recommends that the Planning Commission direct staff to prepare an order that is signed by the Chairperson of the Planning Commission. The Order would memorialize the decision and provide the official list of conditions (if any) that apply to the approval; if the application is approved.

Motion : After opening the public hearing and receiving testimony, the Planning Commission's options include the following :

1. Move to approve application CU20-07; which includes: adopting the findings of fact listed in the staff report and the conditions of approval listed in Section IV of the staff report, the setting of a 12-day appeal period from the date of the mailing of the decision, and hereby direct staff to prepare an order to be signed by the Chair to memorialize this decision.
2. Move to deny applications CU20-07; which includes: adopting the findings of fact (specify), including the setting of a 12-day appeal period from the date of mailing of the decision, and hereby direct staff to prepare an order to be signed by the Chair to memorialize this decision.
3. Move to continue the public hearing to a date and time certain (specify); or
4. Other.

VI. ATTACHMENTS

- A. Subject Property Map
- B. Application

The full record is available for review at the City of Sweet Home Community and Economic Development Department Office located at City Hall, 3225 Main Street, Sweet Home, Oregon 97386. Regular business hours are between 8:00 AM and 5:00 PM, Monday through Friday, excluding holidays.



1 inch = 71 feet

Subject Property Map
CU20-07
1207 44th Avenue

Date: 01/05/21