

MILL CITY PLANNING COMMISSION
Meeting of February 15, 2022

Planning Commission members present: Chair Marge Henning, Sandy Lyness, Jim Grimes, Woody Koenig, David Leach, Caitlin Purdy and Debbie Schenck.

Staff in attendance: City Recorder Stacie Cook and Planner David Kinney.

City Council Representatives: None.

Agency/Applicant Representatives: None.

Citizens: None.

The meeting was called to order at 6:30 p.m. Chair Marge Henning led the pledge of allegiance.

APPROVAL OF MINUTES: *Sandy Lyness moved, seconded by Chair Henning to approve the minutes of January 18, 2022. The motion carried, (7:0).*

PUBLIC COMMENT: None.

PUBLIC HEARING: None Scheduled.

OLD BUSINESS: Mill City Falls Park – Overlook and Public Plaza Bid Opening: Mr. Kinney said that the bid opening for the Mill City Falls Park Project was held today. Two bids were received. However, both came in at nearly double the engineer's estimate. One bid must be rejected due to not meeting all bidding requirements. Options are to reject both bids or, if legally viable, to negotiate prices down with the remaining bidder.

File No. 2021-05 Mike & Janice Long Property Line Adjustment: 6-month extension: Mr. Kinney said that a property line adjustment was granted for this application. The deadline was December 31, 2021 to complete the filing of the survey. Due to unforeseen circumstances, this deadline was not met. A six-month extension has been granted.

File No. 2021-06 Santiam Canyon SD Property Line Adjustment: 6-month extension: Mr. Kinney said that a property line adjustment was granted for this application. The deadline was December 31, 2021 to complete the filing of the survey. Due to a communications error, this deadline was not met. A six-month extension has been granted.

NEW BUSINESS: 2021 Planning Commission Annual Report: Mr. Kinney presented the draft annual report and requested that it be forwarded to the City Council.

Sandy Lyness moved, seconded by Woody Koenig to approve the 2021 annual report and forward to the City Council. The motion carried, (7:0).

2022-2023 Planning Commission Work Program: Mr. Kinney said that there are a number of potential items which may be addressed this upcoming year. Those include:

- General Planning/Land Use Applications
- Development Code – Complete Rewrite
- Comprehensive Plan Update
- Wastewater Facilities Plan
- Storm Drainage Master Plan
- SRTS Grant Proposal
- Training

Future projects not intended for 2022-2023 but that remain on the list for consideration include:

- Model Flood Plain Revisions
- FEMA Flood Plain Revisions to Comply with FEMA/NMFS
- GIS Maps – Update Address Map
- Dangerous & Derelict Building Code Revisions
- Linn County Building Department – Building Inspection Services

Mill City Development Code Revisions: A draft of the revised development code was provided for review. Mr. Kinney briefly went through the revised code, explaining that it is organized differently from the current code with some Articles having the same information and others vastly different. There are still edits that need to be made to many of the sections.

Mr. Kinney asked whether the Planning Commission would prefer to go through the revisions as a whole or have a subcommittee go through and present to the whole group after. Consensus to review as a group.

Planning Commission Meeting Dates and Times: Mr. Kinney said that in previous years the Planning Commission met on Friday mornings and asked if the group would like to consider going back to this schedule. Large land use applications could still be held on Tuesday evenings. Consensus to begin holding meetings on the second Friday of each month beginning at 8:30 a.m.

INFORMATIONAL ITEMS:

City Recorder Report: Mrs. Cook gave a report on the following items:

- *NW Sunset/NW 7th Stormwater O&M/Development & Reimbursement Agreement*
- *OR Main Street Rural Regional Program*
- *TIGER Grant Update*
- *Nuisance Properties/Dangerous & Derelict Buildings*

BUSINESS FROM THE PLANNING COMMISSION: None.

OTHER BUSINESS: None.

The meeting was adjourned at 7:54 p.m.

Prepared by:

Stacie Cook, MMC City Recorder

Minutes approved by the Planning Commission on the 11th day of March 2022