

MILL CITY PLANNING COMMISSION
Meeting of September 2, 2022

Planning Commission members present: Chair Marge Henning, Sandy Lyness, Caitlin Purdy and Debbie Schenck.

Staff in attendance: Planning Advisor Dave Kinney and City Recorder Stacie Cook.

City Council Representatives: None.

Agency/Applicant Representatives: Laura Laroque, Udell Engineering Santiam Canyon School District Superintendent Todd Miller and Bob Ward.

Citizens: Randall Craig.

The meeting was called to order at 8:30 a.m. Chair Marge Henning led the pledge of allegiance.

APPROVAL OF MINUTES: *Sandy Lyness moved, seconded by Debbie Schenck to approve the minutes of July 8, 2022. The motion carried, (4:0).*

Sandy Lyness moved, seconded by Caitlin Purdy to approve the minutes of August 12, 2022. The motion carried, (4:0).

PUBLIC COMMENT: None.

PUBLIC HEARING: File No. 2022-06 Comprehensive Plan Map & Zoning Map
Amendment
Applicant: Robert & Vicki Ward
Location: Lyons-Mill City Dr
Linn County Assessor's Map 9S3E31 TL 200

Chair Henning opened the public hearing at 9:03 a.m. with the procedures for the land use hearing. Chair Henning called for any potential conflicts of interest, bias or ex parte contact. None stated.

APPLICANT'S PROPOSAL: Laura Laroque, Udell Engineering, stated that the piece of property in question is bisected by the city/county line. The section within the county is already residential. The request is to rezone the remaining portion to residential as well. The application meets each of the criteria necessary according to the City's code requirements. There is a well on site and approval for a septic system as well as access to the property from Lyons-Mill City Dr.

STAFF REPORT: Mr. Kinney said that the City's Comprehensive Plan was adopted in 1980. This anticipated industrial growth within the area of the Ward property. Since then, studies on area creeks have been done and there is a desire to maintain water quality within the

Snake/Deford Creek Watershed. If this property remains industrially zoned, there is potential for contamination within the watershed. If this property and those to the east can be rezoned to residential use, this will help to decrease the possibility of contamination.

Mr. Kinney said that he concurs that this change is appropriate, that the application be approved and no conditions be applied. Linn County must also approve this application but will not do so if the City does not approve it.

Chair Henning said that she would like clarification on the county vs city interest in the property. Mr. Kinney said that part of the property is inside the UGB. Nothing is being done on the portion that is outside of the UGB. The decision today is only affecting the portion that is within the City's UGB.

Ms. Schenck asked what the process will be for final approval. Mr. Kinney said that because it is a Comp Plan Amendment, the City must adopt an Ordinance approving the amendment. Once this is done, it will be sent to the county. The county then makes their decision, which is sent to the Linn County Board of Commissioner's who will have to adopt an order approving the change.

Chair Henning asked if the rezoning of the other parcels Mr. Kinney spoke of can be done at the same time that this decision is made. Mr. Kinney said that it can not be done because notification has not been sent out.

PROPONENT'S TESTIMONY: None.

OPPONENT'S TESTIMONY: None.

GENERAL TESTIMONY: None.

QUESTIONS OF CLARIFICATION FROM PLANNING COMMISSION: None.

APPLICANT'S REBUTTAL: None.

STAFF SUMMARY: None.

CLOSE OF HEARING: Chair Henning closed the public hearing at 9:21 a.m. and called for deliberation.

DELIBERATION: *Caitlin Purdy moved, seconded by Sandy Lyness to recommend the City Council approve the application of Robert and Vicki Ward to amend the Mill City Comprehensive Plan Map to redesignate a 1.70-acre site in the 48,200 block of Lyons-Mill City Drive from an Industrial designation to a Residential plan designation and adopt the findings of fact, conclusions for File No. 2022-06. The motion carried, (4:0).*

File No. 2022-05

Site Plan Review

Applicant: Santiam Canyon School District; Todd Miller, Superintendent

Location: 252 SW 4th Ave, Mill City

Chair Henning opened the public hearing at 9:24 a.m. with the procedures for the land use hearing. Chair Henning called for any potential conflicts of interest, bias or ex parte contact. None stated.

APPLICANT'S PROPOSAL: Todd Miller, Santiam Canyon School District Superintendent said that the proposed structure is basic. Fencing and visibility have been addressed in the proposal. The Industrial Education program has grown and this building is needed to provide the space necessary to house equipment and build projects.

STAFF REPORT: Mr. Kinney said that he agrees that this is a simple project. If the proposal was for a commercial structure rather than public, staff could have just issued a building permit. However, because it is public, a site plan review is required.

Staff recommends deferral of the sidewalk improvements in order to allow for the determination on the SRTS grant that the City has applied for. Mr. Miller noted that the building will be constructed with a grant that they received. Allowing for a deferral provides an opportunity for the school district to find funding should the SRTS grant not be awarded.

With the construction of the new parking lot on SW 2nd Avenue, there is sufficient parking to provide for the addition of this new building.

Ms. Schenck asked if there will be storage in this building. Mr. Miller said that the main storage will be in the existing shop building.

PROPONENT'S TESTIMONY: None.

OPPONENT'S TESTIMONY: None.

GENERAL TESTIMONY: Randall Craig, SW 6th Ave, asked why the entrance to the building was put on SW 4th Avenue rather than on SW Cedar Street? Mr. Kinney said that the sewer line prohibits the building from being placed on the property in the north/south direction.

Mr. Craig asked what the reason for the second door to the back of the building is for. Mr. Miller said that it is for access to allow for items to be brought in and out.

Ms. Purdy asked if there is much anticipation for deliveries. Mr. Miller said that there may be something such as a pallet of plywood delivered. Generally, any supplies are picked up rather than being delivered.

Mr. Kinney noted that the City's plan is to continue SW 4th Avenue north with a curb line that will match that of the high school. If the SRTS grant is successful, this will provide the dollars necessary to complete the sidewalk improvements.

QUESTIONS OF CLARIFICATION FROM PLANNING COMMISSION: None.

APPLICANT'S REBUTTAL: None.

STAFF SUMMARY: Mr. Kinney said that any exterior building lights need to match those on the school and an ADA walkway needs to be placed to the street. The recommendation is to approve with the recommended conditions of approval.

1. Site Plan and construction plans are approved.
2. Final site plan shall be submitted for review and approval by City Recorder prior to issuance of a building permit, including the following modifications:
 - i. Show changes to fencing; shall match fencing on Santiam High School campus.
 - ii. Show proposed landscaping including lawn areas.
 - iii. Show clear vision areas at SW 4th Ave and SW Cedar St intersection. Greenery within clear vision shall not exceed 2.5' in height.
 - iv. Show existing sewer lines, cleanouts, interceptor tank locations
 - v. Show location of storm drainage rain garden or infiltration trench to collect roof runoff.
 - vi. Show 6' wide ADA complaint PCC walkway
 - vii. Show location, type and style of all new exterior building lights to be installed. Lights shall match those on school buildings and be 'dark sky'.
3. Approval expires September 30, 2023. A one-year extension may be requested.
4. No building permits will be issued until final site plan submittal and approval, non-remonstrance agreement signed/recorded and landscaping plan submitted.
5. Public Works improvements shall be completed prior to issuance of certificate of occupancy, including:
 - i. Obtain permits for irrigation, if installed.
 - ii. Installation of any cleanouts/traffic rated lid per Public Works Supervisor.
 - iii. Construct SW 4th Ave driveway approach.
 - iv. Execute non-remonstrance for SW 4th Avenue street improvements.
 - v. New private utilities shall be extended from existing poles.

CLOSE OF HEARING: Chair Henning closed the public hearing at 9:46 a.m. and called for deliberation.

DELIBERATION: *Sandy Lyness moved, seconded by Caitlin Purdy to approve the application of Santiam Canyon School District for a new Industrial Education Building at 252 SW 4th Avenue in Mill City and to adopt the findings of fact, conclusions and conditions of approval for File No. 2022-05. The motion carried, (4:0).*

OLD BUSINESS: None.

NEW BUSINESS: DLCD – Wildfire Adapted Communities Recommendations: Mr. Kinney said that he did not provide this information in the packet, therefore, it will have to be held until the next meeting.

INFORMATIONAL ITEMS:

City Recorder Report: Mrs. Cook gave an update on the following items:

1. Council Positions Filed
2. Water Project – Phase 2
3. Dangerous & Derelict Building Code
4. Santiam Rail Trail Grant – Marion County

Mr. Kinney gave updates on the following items:

1. Stormwater Project
2. SW 2nd Overlay Project
3. Reid House Site Excavation
4. WWTF Design
5. Mill City Falls – Phase 1

BUSINESS FROM THE PLANNING COMMISSION: None.

OTHER BUSINESS: None.

The meeting was adjourned at 10:01 a.m.

Prepared by:

Stacie Cook, MMC City Recorder

Minutes approved by the Planning Commission on the 8th day of July 2022