



CITY OF LYONS

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PLANNING COMMISSION MEETING MINUTES

April 4, 2023

Planning Commission Present: Chair Ginger Griffith, Sharon Durbin, Jerry Tabler, Ned Holt, & Mel Hanna

Planning Commission Absent:

Staff Present: Planning Consultant Dave Kinney, City Manager Micki Valentine

Others Present: Mike & Cindy Wagner, Chris Nielsen, Jerry Blumfield

Chair Ginger Griffith called the meeting to order at 6:30 pm.

Property Line Adjustment - Santiam Wreckers – Dave Kinney provided the staff report giving a brief description of the project. They will be combining all lots into one lot. The current buildings will be removed. Comments from People’s Telephone (SCTC) were received requesting they be contacted prior to demolition so that they can disconnect any telephone wires or fiber optic lines. Mike Wagner provided additional information. The new building will be 8,500 square feet and will be located parallel with 7th Street. They will need to put in a new septic system due to location doesn’t align with the new plans. Access will be from Main Street with additional access from Front Street. It will be fenced and ODOT shouldn’t have any issues with that. Kinney adds that ODOT may require a sidewalk and curbing along 6th/Hwy 226.

Kinney recommends approval with the following Conditions of Approval:

- 1) A licensed surveyor in the State of Oregon must prepare and record a partition plat (replat) map with the Linn County Surveyor that comply with ORS 92 requirements. The applicant’s surveyor shall comply with the requirements of the County Surveyor, which includes the preparation of a replat of Block 4, LYONSVILLE, in the City of Lyons to eliminate old parcel lines.
- 2) Final Plat Maps: A copy of the recorded plat (replat) shall be provided to the City of Lyons within 30 days of its recording.

Sharon Durbin motions to approve the Santiam Wreckers property line adjustment with the Conditions of Approval recommended – Ned Holt second – all in favor – none opposed – approved.

Subdivision Code Review – Kinney goes through the subdivision code discussing the updates that are needed and recommended by him and the attorney. Minor planning decisions, such as property line adjustments, are recommended to be handled by staff rather than requiring a planning commission (PC) review. Public Facilities chapter is added. Street dedication is added for council approval which is required by state law. Added the requirement for a fee for pre-application review when requested by applicant. The council will need to adopt a fee to go along with the change. Added process for incomplete application. Public hearing notice requirement is

updated to meet current state law. Added written notice requirement for Notice of Decision. Extensions can be granted. Tentative plat submission requirements were updated to add storm drainage plan, combined variance processes, and removed the requirement for a second meeting to approve the final plat. Minor changes can be made without PC approval. Major changes will require PC review and approval. Section added to allow for time extension. Kinney will put the subdivision code in final form for PC hearing. City Council will also need to review and hold a public hearing. The two hearings can be combined and heard at a council meeting in June or July.

Hardship Renewal – The Planning Commission reviewed the request to renew the medical hardship permit allowing for temporary placement of a manufactured home. Medical documentation is provided. *Jerry Tabler motioned to approve – Ned Holt second – all in favor – none opposed – approved.*

Adjourned at 7:22 pm.

Summarized by CM Valentine