



CITY OF LYONS

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PLANNING COMMISSION MEETING MINUTES

April 2, 2025

Planning Commission Present: 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: Bill Lulay, Caleb Hollenbeck, Candace “Candi” Hampton

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

Property Line Adjustment (PLA) 668 7th St./7th St – Voltin/Lamb – The planning commission reviewed the property line adjustment request. Dave Kinney presented the Staff Report. The map was reviewed. Property owner representatives provided comments and answered questions. Dave Kinney explained that the request meets all criteria and he recommends approval subject to the following conditions of approval:

1. A licensed surveyor in the State of Oregon must prepare and record a property line adjustment map, consistent with Map 2 above, with the Linn County Surveyor that complies with ORS 92 requirements and the Linn County Surveyor.
2. Final Plat Maps: A copy of the recorded property line adjustment survey shall be provided to the City of Lyons within 30 days of its recording.

Sharon Durbin motioned to approve the property line adjustment and conditions of approval, as recommended – Ned Holt second – Griffith, Hanna, Tabler, Holt, & Durbin approved – none opposed – motion carried – approved.

Flood Damage Prevention Ordinance – This is follow-up from the previous meeting where the hearing was held and deliberations were postponed for the Flood Hazard ordinance amendments. Kinney informed the commission that FEMA does not intend to make any additional updates. He recommends approval to forward to the City Council for their next meeting.

Sharon Durbin motioned to recommend the City Council adopt the proposed revisions to the Flood Hazard Ordinance – Mel Hanna second – motion carried with all in favor – none opposed – approved.

Hardship Application – Hampton – Valentine presents the staff report. The Planning Commission reviewed the medical hardship application to allow for a temporary placement of a manufactured home. The hardship was verified by the physician. Linn County Environmental Health has approved the septic system hook-up. The property is within the Commercial zone

which allows for five-foot setbacks. Ms. Hampton is present and responds to questions. She confirms it will be at least 8 feet from the garage. It is single-wide and is only temporary for the hardship duration. Hampton assures it will be removed. The permit will be renewed bi-annually. Ms. Hampton agrees to remove the manufactured home within 90 days after the hardship has ended. *Ned Holt motioned to approve – Sharon Durbin second – all in favor – none opposed – approved.*

Ethics Training

CM Valentine reminded the commissioners to complete their annual verification report online.

Oregon Government Ethics Commission (OGE) will have a Public Meetings Law training at the Lyons Fire Station on August 11th. Registration details have not been provided yet. The training is required due to our expected expenditures will go over \$1,000,000 this year due to the Safe Routes to School project. This will only need to be done once during their term of office. The training can be obtained online through a webinar or at a different location and time. See their website for further information and to register. Mel Hanna asks if proof needs to be provided to the City – not needed but, if submitted, will keep for our records.

Other Notices/Comments/Questions

None

Chair Ginger Griffith adjourned the meeting at 6:57 pm.

Summarized by CM Valentine