



City of Mill City

P.O. Box 256

Mill City, Oregon 97360

Ph: 503.897.2302 * Fax: 503.897.3499 * E-mail: millcity@wbcable.net

MILL CITY PLANNING COMMISSION AGENDA

Regular Meeting

May 26, 2016 6:30 to 8:30 p.m.

City Hall – 444 S. First Avenue

Mill City, Oregon

1. **Call to Order and Flag Salute** Chair Gay Stuntzner

2. **Approval of Minutes:** April 19, 2016 Regular Meeting

3. **Public Comment:**

We welcome you to today's regular monthly meeting of the Mill City Planning Commission. This is an open meeting of the Commission and you are invited to observe the meeting.

If you wish to speak to the Planning Commission regarding an issue which is not on the agenda, the Commission provides time at the beginning of each meeting to listen to public comments. The chairperson will ask for public comment. When you are recognized, please state your name, address and briefly explain the issue you wish to discuss. Depending on the nature of the issue, the Planning Commission may address the issue during this meeting, table the issue to a future meeting or may request that you speak with the City Recorder or Planning Consultant outside the meeting.

4. **Presentations:** None Scheduled.

5. **Public Hearings:**

2016-06 Dollar General Site Plan Review and a
Variance to 17.44.060 Parking Standards
Applicant: John Shields, Embree Asset Group, LLC
Location: 250 NW Santiam Boulevard
Map 9S 3E 30DA Tax Lot 02000

6. **Old Business**

7. **New Business**

8. **Informational Items**

- a. City Recorder Report
- b. Planning Consultant Time Report
- c. Other

9. Adjournment

8:30

Upcoming Planning Commission Meetings (All meetings at City Hall)

| | | |
|---------------|-----------|-----------------|
| June 21, 2016 | 6:30 p.m. | Regular Meeting |
| July 19, 2016 | 6:00 p.m. | Regular Meeting |

Public Hearing Format for Land Use Hearings Before the Mill City Planning Commission

- A. Opening of the Public Hearing & Rules of Conduct Chairperson
- B. Declarations of Ex Parte Contact, Conflicts of Interest or Bias
- C. Applicant's Presentation of the Application
- D. Staff Report Planning Consultant for the City
- E. Proponent's Testimony (Persons in Favor)
- F. Opponent's Testimony (Persons Opposed)
- G. General Testimony of Individuals or Organizations
- H. Questions of Clarification from the Planning Commission and Staff
- I. Applicant's Summary and Rebuttal
- J. Staff Summary
- K. Close of Public Hearing

Planning Commission Deliberation & Decision

No public testimony is permitted during the Planning Commission's deliberation. The Planning Commission will normally make a recommendation or a decision on an issue following a public hearing, but may continue their deliberation to either a special meeting or the next regular meeting of the Planning Commission.

Guidelines for Public Testimony:

The Chair of the Planning Commission, as presiding officer, will recognize all speakers. If you wish to testify during the public hearing, please assist the Chairperson by abiding by the following rules:

1. State your name and address.
2. Indicate whether you support the application, oppose the application or wish to offer general testimony. Provide factual evidence and direct your testimony to the decision criteria.
3. Please keep your testimony brief and to the point. Limit comments to 3-5 minutes per person.
4. Direct any questions you have to the Chairperson. The Chairperson will direct your question to the applicant, city staff or other person who may be able to provide an answer.
5. The Chairperson may limit testimony when it is cumulative, repetitive, irrelevant or immaterial to the issues being considered.

ORS 197.763(5) STATEMENT INFORMATION REGARDING PROCEDURES FOR LAND USE HEARING

Site Plan Review and Variance

The applicable substantive criteria upon which this case will be decided are found in the Mill City Comprehensive Plan and the Mill City Zoning Ordinance sections which are listed in the staff reports. The property is located in the CH Zone. Site Plan Review requirements are found in Chapter 17.24. A variance is requested to Section 17.44.060 "Parking Standards" to allow the applicant to install 27 parking spaces instead of the required 46 parking spaces. Variance criteria are found in Chapter 17.56 of the Zoning Code.

All testimony, arguments and evidence received during this public hearing must be directed toward these approval criteria, or to such other rule, law, regulation or policy which you believe to apply to this case.

An issue which may be the basis for an appeal shall be raised not later than the close of the record at or following the final evidentiary hearing on this case. Such issues shall be raised with sufficient specificity so as to afford this body, and the parties to this hearing an adequate opportunity to respond to each issue.

The Planning Commission's decision is final, unless it is appealed to the City Council. If the City Council hears an appeal in this case, the City Council's final action may be appealed within 21 days of mailing of notice of the decision to the Oregon Land Use Board of Appeals.

The Presiding Officer over the public hearing reserves the right to limit the time of any presentation. Please try to avoid repetition; if someone else has already expressed the same thoughts, it is perfectly alright to state that you agree with the statements of that previous speaker.

If you have documents, maps or letters that you wish to have considered by this body, they must formally be placed in the record of this proceeding. To do that, either before or after you speak, please leave the material with Planning Staff who will make sure your evidence is properly taken care of.

Prior to the conclusion of the initial evidentiary hearing in this case, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application involved here. Continuances may take the form of holding an additional public hearing with oral testimony allowed, or may consist of holding the evidentiary record open for a period of time designated by the City, for submittal from the public of written evidence.

If you have any questions regarding any of the information contained in this Statement, please voice those questions, or objections at the time you testify. If you do not wish to testify, your questions or objections may be submitted in writing and will be dealt with during the course of the hearing. Any written material must be presented prior to the closure of the record in this case.