



**City of Lebanon**  
**Planning Commission**  
**Meeting Minutes**  
**August 17, 2016**

**Members Present:** Vice-Chair Don Robertson, Commissioners Jeanne Callahan, Brian Daniels, David McLain and Walt Rebmann.

**Staff Present:** Community Development Director Walt Wendolowski, AICP

**1. CALL TO ORDER/ FLAG SALUTE**

Vice-Chair Robertson called the meeting of the Lebanon Planning Commission to order at 6:00 pm in the Santiam Travel Station Board Room at 750 3<sup>rd</sup> Street and led the meeting in the flag salute.

**2. ROLL CALL**

Roll call was taken, Chair Jeremy Salvage and Commissioner Hall were excused; Commissioner Brown was absent. Jeanne Callahan was welcomed as the new Commission member. A quorum was declared.

**3. APPROVAL OF MEETING MINUTES**

The June 15, 2016 Meeting minutes were approved (4-0) with a single correction to the "Call to Order".

**4. CITIZEN COMMENTS - None**

**5. PUBLIC HEARING - Planning File 16-07-33 - An application by Christ Community Lutheran Church for a Conditional Use to establish a church.**

Vice-Chair Robertson opened the hearing. Community Development Director Wendolowski announced that the quasi-judicial hearing procedures apply and outlined the hearing process. Robertson asked if there were any ex parte contacts, conflicts or bias. None were declared and staff was directed to proceed.

Wendolowski provided the staff report. He located the property for the Commission, noting the 0.66 acre site is zoned Highway Commercial. The parcel contains a commercial office building and public facilities currently serve the site. The applicant wishes to convert the existing commercial structure into a church. There will be regular churches services, Sunday school and mid-week worship. Improvements will be made as needed to create assembly, office and classroom space. Currently, the church contains 125 members.

The Highway Commercial zone allows churches subject to conditional use approval. The Department sent requests for comments to affected agencies and area

property owners. City Engineering Services commented on parking; otherwise, no other comments were received.

Wendolowski noted Chapter 16.21 establishes the review criteria for a Conditional Use application. He stated the specific criteria and findings are contained in the staff report and briefly reviewed the material:

- The site complies with the zone's dimension, setback and height limitations.
- This site is located in an area of commercial retail and office uses. Based on this, the impacts are not expected to be greater than those by the previous office operations.
- The facility is fully serviced.
- The proposal complies with all remaining development standards including parking provided four bicycle parking spaces will be required.

Based on these factors, staff recommended the Commission approve the application, subject to the findings and conditions noted in the Staff Report.

Robertson asked if there were any questions from the Commission. Seeing none, Robertson asked the applicant to provide testimony. Pat Gruebele spoke on behalf of the church stating he agreed with the report and recommendation.

Robertson asked if there was any additional testimony in favor of the request. Seeing none, he asked whether there was anyone testifying in opposition to the request. Seeing none, Robertson closed the public testimony portion of the hearing, stating all further discussion is between the Commissioners and staff.

Robertson asked the Commission whether there were any issues regarding the application. Commissioner McLain asked whether the church would be used as a homeless shelter. Wendolowski stated that is not on their plans, noting further that is a separate issue requiring an additional land use request.

Seeing no further discussion, Robertson called for a motion. Commissioner McLain made a motion to approve Planning File 16-07-33 with the findings and conditions noted in the staff report. Commissioner Daniels seconded the motion.

***The motion passed 5-0.***

## **6. WORK SESSION**

The private street work session was postponed to a future date. Wendolowski noted the Transportation System Plan documents were for informational purposes.

## **7. COMMISSION BUSINESS & COMMENTS**

Wendolowski provided an update on current activities with the following highlights:

- Building permit revenue totaled \$525,000 for the fiscal year where only \$250,000 was anticipated.
- Building value for the fiscal year exceeded \$54M comparing favorably to the previous fiscal year of \$35M.

- Current land use activities are limited to partitions or minor administrative reviews. Otherwise, most of the remaining activity revolves around the building of approved projects.
- There are no applications set for the September meeting but possibly 2 or 3 for the October meeting.

Vice-Chair Robertson asked about the status on the old Ford dealership property. Wendolowski noted a building permit application is expected soon as a few building issues need to be resolved.

**8. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 6:16 pm.

*[Meeting minutes prepared by Walt Wendolowski, AICP]*