



PLANNING COMMISSION
Meeting Agenda
Monday – December 12, 2016
7:00 PM

City Council Chambers – 222 NE 2nd Ave, 1st Floor

Commissioner John Savory (Chair)

Commissioner Larry Boatright (Vice Chair)

Commissioner John Serlet

Commissioner Derrick Mottern

Commissioner Kristene Rocha

Commissioner Tyler Hall

Commissioner Shawn Varwig

1. CALL TO ORDER

- Invocation and Pledge of Allegiance
- Introduction of new Planning Commissioner – Shawn Varwig

2. CITIZEN INPUT ON NON-AGENDA ITEMS

3. MINUTES

- November 28, 2016 Planning Commission Minutes –(Not Yet Available)

4. PUBLIC HEARING

- Consider a request for a Conditional Use Permit and Major Variance at 1440 S Ivy St to establish a home occupation to manufacture candy and baked goods (**CUP/VAR 16-02 – Scott & Teresa Sasse, Puddin River Chocolates**)

5. NEW BUSINESS – None

6. FINAL DECISIONS (Note: These are final, written findings of previous oral decisions. No public testimony.)

- None

6. ITEMS OF INTEREST/REPORT FROM STAFF

- Regular Planning Commission meeting for December 26, 2016 CANCELLED for holiday
- Next Regular Planning Commission meeting January 9, 2017, 7:00 pm, City Council Chambers, 222 NE 2nd Ave, 1st Floor – Bristol Rezoning from R-1 to R-2 at 548 N Locust St.

7. ITEMS OF INTEREST/DISCUSSION FROM PLANNING COMMISSION

9. ADJOURNMENT

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting at 503-266-7001. A copy of this agenda can be found on the City's web page at www.canbyoregon.gov. Planning Commission & City Council Meetings are broadcast live and can be viewed on CTV Channel 5. For a schedule of the playback times, please call 503-263-6287.

PUBLIC HEARING FORMAT

The public hearing will be conducted as follows:

- **STAFF REPORT**
- **QUESTIONS** (If any, by the Planning Commission or staff)
- **OPEN PUBLIC HEARING FOR TESTIMONY:**
 - APPLICANT** (Not more than 15 minutes)
 - PROPONENTS** (Persons in favor of application) (Not more than 5 minutes per person)
 - OPPONENTS** (Persons opposed to application) (Not more than 5 minutes per person)
 - NEUTRAL** (Persons with no opinion) (Not more than 5 minutes per person)
 - REBUTTAL** (By applicant, not more than 10 minutes)
- **CLOSE PUBLIC HEARING** (No further public testimony allowed)
- **QUESTIONS** (If any by the Planning Commission)
- **DISCUSSION** (By the Planning Commission)
- **DECISION** (By the Planning Commission)

All interested persons in attendance shall be heard on the matter. If you wish to testify on this matter, please step forward when the Chair calls for Proponents if you favor the application; or Opponents if you are opposed to the application; to the microphone, state your name address, and interest in the matter. You will also need to sign the Testimony sheet and while at the microphone, please say your name and address prior to testifying. You may be limited by time for your statement, depending upon how many people wish to testify.

EVERYONE PRESENT IS ENCOURAGED TO TESTIFY, EVEN IF IT IS ONLY TO CONCUR WITH PREVIOUS TESTIMONY. All questions must be directed through the Chair. Any evidence to be considered must be submitted to the hearing body for public access.

Testimony and evidence must be directed toward the applicable review criteria contained in the staff report, the Comprehensive Plan, or other land use regulations which the person believes to apply to the decision.

Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision-maker and interested parties an opportunity to respond to the issue, may preclude appeal to the City Council and the Land Use Board of Appeals based on that issue.

Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue may preclude an action for damages in circuit court.

Before the conclusion of the initial evidentiary hearing, any participant may ask the hearings body for an opportunity to present additional relevant evidence or testimony that is within the scope of the hearing. The Planning Commission shall grant such requests by continuing the public hearing or leaving the record open for additional written evidence or testimony. Any such continuance of extension shall be subject to the limitations of the 120-day rule, unless the continuance or extension is requested or agreed to by the applicant.

If additional documents or evidence are provided by any party, the Planning Commission may, if requested, allow a continuance or leave the record open to allow the parties a reasonable opportunity to respond. Any such continuance or extension of the record requested by an applicant shall result in a corresponding extension of the 120-day time period.