

REGULAR MEETING OF THE PLANNING COMMISSION  
CITY OF AMITY, OR

Minutes

A Regular Meeting of the City of Amity Planning Commission was held at 6:30 p.m. on Monday, July 12, 2021, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon, and by Zoom phone and video conferencing platform.

Members Present:

Lou Savage (Commissioner), Melissa Bojorquez (Commissioner) and Ryan Jones (Chairman)

Members Absent:

Steve Ruyle (Commissioner)

Staff Present:

Chrisy Worthington (City Clerk), Natasha Johnson (City Recorder), Michael Thomas (City Administrator) and Holly Byram (City Planner MWVCOG)

Guests Present:

None

Call to Order:

Chair Jones called the meeting to order at 6:30 PM.

Approval of Minutes from May 2021

Chair Jones asked if the Commission wanted to entertain a motion to approve the minutes from the May 10, 2021, Planning Commission meeting. Commissioner Savage moved to approve the minutes; Commissioner Bojorquez seconded. Motion passed 3-0.

Comments from Citizens

Chair Jones asked for comments from citizens.  
There were none.

Old Business

There was none.

New Business:

**A. Time extension request submitted by Steve Ruyle for Sunrise Court: Subdivision, file #2005-01 SUB, behind 514 Nursery St.**

City Planner Holly Byram went over background staff memo to the Planning Commission dated June 30, 2021, regarding a time extension request submitted by Steve Ruyle for Sunrise Court Subdivision, City file #2005-01SUB. The applicant Steve Ruyle is requesting a one-year time extension to their subdivision. The Planning Commission's original approval for the six-lot subdivision was dated July 21, 2020. The Amity Development Code requires that a subdivision plat be recorded within one year of approval, or a time extension requested. Staff have been working with the applicant and his project engineer to complete their civil plans. In consideration of the number of public improvements required prior to platting, staff support the requested extension.

Commissioner Savage asked Planner Holly Byram if this will cause a problem for staff in terms of extra work compiling from several projects. Planner Holly Byram explained that Staff usually sends a friendly reminder to the applicant that the deadline is coming up and wouldn't cause extra work when the public improvements are completed. She explained that while she would be confirming that the conditions of approval are satisfied, Public Works and City Engineer would be the ones that would have to go out into the field to perform inspections.

Chair Jones asked the Commissioners if there are any more questions: There were none.

Commissioner Savage made motion to grant the requested one-year time extension to the applicant Steve Ruyle, of Partition file # 2005-01, moving the final plat recording deadline from July 21, 2021, to July 21, 2022. Commissioner Bojorquez seconded and with no further discussion motion passed 3-0.

**B. Public Hearing for the file #2105-01 LA, Legislative Amendment to the Amity Development Code allowing for 18 months for final plat recording for Partitions and Subdivisions.**

Chair Jones opened the public hearing for file #2105-01 LA. He read the script and went over all the legal matters.

"Chair Jones asked the Commission if anyone wished to declare a potential or actual conflict of interest or bias? There were none.

"Chair Jones asked if any member of the audience wish to challenge the jurisdiction of the Planning Commission to hear this matter?" There were none.

"Chair Jones asked if any member of the audience wish to challenge the impartiality or disclosures of any member of the Planning Commission?" There were *none*.

Chair Jones asked for presentation of staff report. Planner Holly Byram went over the staff report.

"Chair Jones asked the commission members if there are any brief clarifying questions of staff before we move on?" Commissioner Bojorquez had a question about section 3.109.03 and if it will need a code change to update in Subsection B from 12 months to 18 months, to reflect new extension time? This section addresses procedures for both Subdivisions and Planned Unit Developments (PUDs). Planner Holly Byram agreed that yes it should also be updated because Subdivisions and PUD applications are typically submitted concurrently . She explained to Commission that they can amend the motion to reflect the change.

Commissioner Bojorquez also asked regarding subsection C and if it should remain 12 months or change to 18 months? Planner Holly Byram explained that the Commission had not previously discussed changing the extension time limit of 12 months in 3.109.03 subsection C.

Commissioner Savage asked for more clarification regarding extension and if it will cut down on request for giving extensions. He doesn't want this to be an endless process. He supports leaving the wording as it. No change was proposed to subsection C.

Chair Jones asked for public testimony from proponents, opponents, neutral parties, and governmental entities. There were none.

Chair Jones asked if there is a request for Continuance. There was none.

Chair Jones asked if any Questions of Staff? There were none.

Chair Jones asked, "if the staff have any further comments or clarifications regarding this application?" There were none.

Chair Jones asked, "if any member of the Commission have any questions for the staff?" There were none.

Chair Jones closed the public hearing.

Chair Jones open discussion for deliberations by the Commission. He asked if any Commissioner had any additional clarifying questions of staff. There were none.

Commissioner Bojorquez made motion to recommend the City Council approve the proposed legislative amendments as presented in Exhibit A, adopt the findings included in the staff report, and direct staff to prepare an enacting ordinance. And add revision from above. Commissioner Savage seconded motion and with no further discussion motion passed 3-0.

Next Meeting Date:

Chair Jones set the next meeting to August 9, 2021, at 6:30 pm, and the Commission all agreed to the meeting if there is anything on the agenda.

Adjournment: Commissioner Savage made motion to adjourn the meeting and Commissioner Bojorquez seconded and with no further discussion motion passed 3-0.

Chair Jones adjourned the Planning Commission meeting at 6:57p.m.

Respectfully submitted,

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Chrisy Worthington City Clerk

Attested

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Ryan Jones, Chair