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**PHILOMATH PLANNING COMMISSION
MINUTES**

November 6, 2017

1. **CALL TO ORDER.** Commissioner Mark Knutson called the meeting to order at 7:00 PM in the City Hall Council Chambers.

2. **ROLL CALL:**

Present: Commissioners Jeannine Gay, Lori Gibbs, Mark Knutson, Jacque Lusk and David Stein.

Staff: Chris Workman, City Manager; Amy Cook, Deputy City Attorney; and Ruth Post, City Recorder.

Excused: Commissioners Shon Heern and Caleb Nelson.

3. **APPROVAL OF MINUTES:**

3.1 **October 16, 2017, Minutes**

MOTION: Commissioner Lusk moved, Commissioner Gibbs second, the October 16, 2017, minutes be accepted as presented. Motion APPROVED 5-0. (Yes: Gay, Gibbs, Knutson, Lusk and Stein; No: None.)

4. **DISCUSSION AND DECISION:**

4.1 **Application for Type III Subdivision**

File Number PC17-06

Applicant: Muir Development

Location: 783 Fawn Lane

Benton County Assessor's Map: 12-6-11AA TL #2900

Commissioner Knutson recapped the status of the application including the public hearing held on October 16, 2017, the record being held open for additional written testimony for seven days, and the additional seven days for the applicant to provide final written rebuttal to that testimony. He noted there would be no further public testimony allowed as the record is now closed. There were no ex-parte contacts, conflicts of interest, bias or site visits declared since the October 16, 2017, public hearing. There was no rebuttal of any disclosure or non-disclosure. Commissioner Jacque Lusk verified that she had listened to and reviewed the entire record for the October 16, 2017, meeting and was qualified to participate in the decision on the application. Commissioner Knutson invited discussion by the Commission on the application. There was no further discussion.

MOTION: Commissioner Knutson moved to approve the application for the Muir preliminary plat based on the findings of fact contained in the staff report dated October 31, 2017, for file PC17-06 and subject to the conditions of approval in the staff report. Commissioner Gay second. Motion approved 5-0 (Yes: Gay, Gibbs, Knutson, Lusk and Stein).

Ms. Post noted this is the only meeting of the Planning Commission scheduled for November.

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5. OTHER DISCUSSION:

Commissioner Knutson questioned what it would take for the City to consider design recommendations that promote a cohesive design concept for the community. He cited the restoration of the Soft Star Shoes building with the older natural wood exterior as desirable. There was discussion about the concept and engaging the Chamber of Commerce in the effort to encourage design standards with a cohesive concept for façade improvements and styles.

6. ADJOURNMENT:

There being no further business Commissioner Knutson adjourned the meeting at 7:10 p.m.

SIGNED:

ATTEST:

Mark Knutson, Acting Chair

Ruth Post, MMC, City Recorder