

**CITY OF HEPPNER  
PLANNING COMMISSION  
FIRST MONDAY OF THE MONTH  
HEPPNER CITY HALL, 111 NORTH MAIN STREET, HEPPNER, OREGON  
7:00 PM, JANUARY 4, 2021**

NOTE: Where stated "Motion Carried" is considered unanimous, unless otherwise stated.

**ATTENDEES:**

Kraig Cutsforth, City Manager  
Patti Allstott  
Jeff Bailey  
Dave Fowler  
Tripp Finch  
Don Stroeber  
Nancy Gochnauer  
Dieter Waite

**Absent: None**

**Members of the Public:** Peggy & Earl Fishburn, Bill McDowell, Zoom attendees: Shelley McCabe, Krystal Seitz, and Regi Lazinka.

**1. General Business**

- A. Call to Order. The January 4, 2021 meeting of the City of Heppner Planning Commission was called to order at 7:00 PM by Chairman Dave Fowler.
- B. Dave Fowler led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements - None
- D. Approval of the Minutes of November 2, 2020 Planning Commission Meeting.

Action: Motion by Nancy Gochnauer to approve the November 2, 2020 minutes. Seconded by Patti Allstott. Motion Carried.

**2. Election of Chairman and Vice Chairman for 2021**

Motion by Jeff Bailey to elect Dave Fowler as Chairman and Tripp Finch as Vice Chairman. Seconded by Patti Allstott.

**3. Public Hearings**

- A. Conditional Use, Pioneer Memorial Therapy Services, Map 2S 26E 35 CA Tax Lot, 2200, 695 Alfalfa Street, Heppner, OR.

1. Public Hearing opened at 7:03

The application is in proper form. There are no ex parte issues or prehearing communications.

Kraig Cutsforth read the staff study. The request is for a change of use and to create a new tax lot by separating the Lutheran Church from the Parsonage residence. Pioneer Memorial Therapy Services will then purchase the lot with the church. This has very little impact for traffic. The church has been vacant for some time. The city has no issues with this request. This will be better than having an empty building sitting unused. This is an allowable Conditional Use. This will allow Physical Therapy to expand and offer more services as they have outgrown their current space. The exterior of the building will stay the same. They will probably improve the parking area.

2. Public Hearing closed at 7:11

3. Planning Commission Discussion and Comments

4. Planning Commission Action Conditional Use, Pioneer Memorial Therapy Services, Map 2S 26E 35 CA Tax Lot, 2200, 695 Alfalfa Street, Heppner, OR.

Motion by Jeff Bailey to approve the Conditional Use and creating a new lot for Pioneer Memorial Therapy Services. Seconded by Nancy Gochner. Motion Carried

- B. Conditional Use, Sandra McDonald, Map 2S 26E 35 BC Tax Lot #13400, 135 E Cannon Street, Heppner, OR.

1. Public Hearing opened at 7:14

The application is in proper form. There are no ex parte issues or prehearing communications.

Kraig Cutsforth read the staff study. Sandra McDonald is applying for a Conditional Use permit to allow her to replace a singlewide mobile home with a singlewide manufactured home. Dave Fowler owns the property next door but has no personal interest in the request. The old trailer home will be replaced with a new manufactured home that is up to current code. The new home will meet all setbacks and will be within a few feet of the old footprint. The City has no issues with this request. Approval should be on the condition that she gets an elevation certificate as this is in a flood zone.

2. Public Hearing closed at 7:21

3. Commission Discussion and Comments

This would be an upgrade to the neighborhood.

4. Planning Commission Action Conditional Use, Sandra McDonald, Map 2S 26E 35 BC Tax Lot #13400, 135 E Cannon Street, Heppner, OR.

Motion to approve a Conditional Use contingent on an elevation certificate for Sandra McDonald by Tripp Finch. Seconded by Dieter Waite. Motion Carried

**4. Old Business** - None

**5. New Business** - None

**6. Information Items** – None

**7. Planning Commission representative to January 11, 2021, Council meeting.**

Kraig Cutsforth will provide a report on actions taken at the January 11, 2021 meeting to the Council.

**8. Adjournment.** Meeting adjourned at 7:23 PM.