

**CITY OF HEPPNER  
PLANNING COMMISSION  
HEPPNER CITY HALL, 111 NORTH MAIN STREET, HEPPNER, OREGON  
7:00 PM, OCTOBER 7, 2024**

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

**ATTENDEES:**

John Doherty, City Manager  
Tripp Finch  
Dave Fowler  
David Sykes  
Don Stroeber  
Patti Allstott  
Donald Matthews

Applicant Representative: Kim Cutsforth

**Absent:** Jeff Bailey

**Members of the Public:** None

**1. General Business**

- A. Call to Order. The October 7, 2024, meeting of the City of Heppner Planning Commission was called to order at 7:00 PM by Chairman Tripp Finch.
- B. Tripp Finch led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements – John would like to discuss a request that is a grey area in the city code. This will be under New Business.
- D. Approval of the minutes of April 1, 2024, Planning Commission Meeting.

Motion to approve the minutes of April 1, 2024, Planning Commission Meeting by Don Stroeber. Seconded by Donald Matthews. Motion Carried

**2. Public Hearings**

- A. Variance: Willow Creek Economic Development Group (WCVEDG) Map 2S 26E 35BB, Tax lot #1300 & #1400. AKA 300 N Chase and 310 N Chase, Heppner, OR.

- 1. Open Public Hearing at 7:02

No public comments.

2. Close Public Hearing at 7:02
3. Commission Discussion and Comments – No comments.

No Commission members disqualified themselves for any personal or financial interest in tonight's agenda. There were no ex parte or prehearing contacts. Failure to raise any issues at this hearing may invalidate their further appeal.

WCVEDG purchased 290 and 300 N Chase St from the City. One of the lots was cost restrictive for development as it had to be elevated 4.5.' They will redraw the lines and swap lots with the owner of Lot #1300. This would make two lots that are buildable with a 1' elevation.

John Doherty read the staff study.

The applicant would like to construct a "tiny home" with dimensions 24'W x 42'L, totaling 1008sq ft on each tax lot. The lots are located in the Downtown District DD, and single-family dwelling is a Condition Use Permitted in the DD Zone. There are no required front, side, or rear yard setbacks the DD Zone. Any front yard setback must be approved by the Planning Commission.

The homes fall under Cluster Development Provisions, Heppner City Code 11-11-4. The proposed design will have a variance from the Cottage Design, with one cottage per lot. There is a variance in Cottage Design, Maximum Footprint of 800sq ft, with the cottages being 1008sq ft. The current lots are undersized for the purpose of standard single-family homes that would be located in an R-1 or R-2. The lots are located within a Special Flood Hazard Area (SFHA). The applicant has surveyed the lots and Elevation Certificates and Floodplain permits will be completed prior to construction. Proposed homes will be built per Heppner City Code 13-1-9 and will be elevated at least one foot above base flood elevation.

Allowing this variance will give the applicant the ability to construct one tiny home on each lot of 1008sq ft on an undersized DD Zoned lot. Setback requirements should have little or no impact on the surrounding area, as neighboring properties are a commercial parking lot and undersized vacant lot.

Kim Cutsforth explained that these tiny homes are intended for senior housing. Older residents will be able to downsize, and it will make larger homes available for families. Normal residential setbacks are 20' on the front and back and 10' on the sides. They do not know exactly where the houses will end up on the lots, so they will not meet the standard requirements. There are no setbacks in a Commercial Zone. They will preserve the large existing tree.

Commission Action: Variance: Willow Creek Valley Economic Development Group (WCVEDG) Map 2S 26E 35BB, Tax lots #1300 & #1400, tax lot #1400, Heppner, OR.

Motion to approve the Variance Willow Creek Valley Economic Development Group (WCVEDG) Map 2S 26E 35BB, Tax lots #1300 & #1400, Heppner, OR by Don Stroeber. Seconded by Patti Allstott. Motion Carried

**3. Old Business - None**

**4. New Business**

- A. John spoke to a resident that wants to build a greenhouse. It would be 20'W X 30'L x 10'H, metal, and wood frame construction with plastic film. It will have roll up sides and no foundation. It is larger than the 12' x 12' limit on a utility outbuilding. This could be considered an accessory facility, but code requires that it be compatible in architecture with the principal structure. This is a grey area as greenhouses are not addressed in the City Code. It would technically not be a permanent structure as it could be moved or disassembled easily, but would it still be considered as "temporary" if it had power and water installed? Should it go to the Planning Commission for approval, or should it be allowed on a case-by-case basis and revisited if there are more requests? Should the neighbors be informed? Something would have to be in place to address it if the condition became unsightly. The commission decided that they would like it to go before them to avoid any problems. More research will be done to see if the city should create an ordinance that would cover greenhouses.
- B. It is unlikely that there will be a November meeting as there are no applications.

**5. Information Items – None**

**6. Planning Commission representative to October 14, 2024, Council meeting.**

John Doherty will provide a report on the Planning Commission decision, at the October 14<sup>th</sup> City Council meeting.

**7. Adjournment.** Meeting adjourned at 7:50 PM.