



## PLANNING COMMISSION MEETING/PUBLIC HEARING

Thursday, October 21<sup>st</sup> , 2021

6:30 P.M.

HALSEY CITY HALL

100 WEST HALSEY STREET

HALSEY, OR 97348

### AGENDA

1. Meeting Called to Order
2. Roll Call
3. Agenda Adjustments
4. Approval of Minutes – September 7<sup>th</sup>, 2021
5. 2021-05 Class C Variance Application
  - Applicant
  - Staff Report
  - Public Hearing
  - Deliberation & Decision
6. Adjournment

**\*\* Due to Covid-19, members of the public are requested to attend remotely via zoom link or phone. Information on how to do so is available below. If you are unable to attend remotely and need accommodation, please contact City Hall 24 hours prior to the meeting.**

*The City of Halsey is operated in accordance with federally established policies which prohibit discrimination on the basis of race, color, sex, age, handicap, religion, or national origin. This institution is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442, or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).*

## **Public Hearing Format for Land Use Hearings Before the Halsey Planning Commission**

- |    |   |   |
|----|---|---|
| A. | Opening of the Public Hearing & Rules of Conduct                | <i>Chairperson</i>                      |
| B. | Declarations of Ex Parte Contact, Conflicts of Interest or Bias |   |
| C. | Staff Report  | <i>Planning Consultant for the City</i> |
| D. | Proponent's Testimony   |   |
| E. | Opponent's Testimony  |   |
| F. | General Testimony of Other Individuals or Organizations         |   |
| G. | Questions of Clarification                                      |   |
| H. | Staff Summary   |   |
| I. | Close of Public Hearing   |   |

### **Planning Commission Deliberation & Decision**

*No public testimony is permitted during the Planning Commission's deliberation. The Planning Commission will normally make a recommendation or a decision on an issue following a public hearing but may continue their deliberation to either a special meeting or the next regular meeting of the Planning Commission.*

### **Guidelines for Public Testimony:**

The Chair of the Planning Commission, as presiding officer, will recognize all speakers. If you wish to testify during the public hearing, please assist the Chairperson by abiding by the following rules:

1. State your name and address.
2. Indicate whether you support the application, oppose the application, or wish to offer general testimony. Provide factual evidence and direct your testimony to the decision criteria.
3. Please keep your testimony brief and to the point. Limit comments to 3-5 minutes per person.
4. Direct any questions you have to the Chairperson. The Chairperson will direct your question to the applicant, city staff or other person who may be able to provide an answer.
5. The Chairperson may limit testimony when it is cumulative, repetitive, irrelevant, or immaterial to the issues being considered.

### **MEETING LOCATION AND FORMAT**

The Planning Commission will meet in person in the Community Center. Due to increased risk of Covid, members of the public are asked to attend remotely via telephone or Zoom. If you are unable to attend remotely and need accommodation, please contact City Hall at least 24 hours before the meeting. Masks or face coverings must be worn. Disposable face coverings and hand sanitizer will be available for any who want them. Currently, the Oregon Health Association requires masks or face coverings inside, even for vaccinated persons.

**Please do not attend in person if you have any symptoms of Covid-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle aches, headache, sore throat, congestion or runny nose, nausea, vomiting or diarrhea.**

**Please use the following phone number:**

**1-253-215-8782**

**Meeting ID: 343-141-9714**

Please contact city staff in advance for an invitation link to be emailed to you if you prefer to log in via computer or another device. An audio recording of the meeting will be posted on the website within 48 hours of the meeting.