

**FINAL MEETING MINUTES
CANBY PLANNING COMMISSION**

6:00 PM – April 10, 2023

City Council Chambers – Virtual Meeting via Zoom

PRESENT – Commissioners Ellison, Ewert, Jarosh, Lewelling and Hutchinson,

ABSENT – None

STAFF – Don Hardy, Planning Director; Ryan Potter, AICP, Planning Manager; Paul Waterman, Network Administrator; and Laney Fouse Lawrence, Recording Secretary

OTHERS – None

1. CALL TO ORDER

- a. Pledge of Allegiance

2. CONSENT ITEMS

- a. Economic Opportunity Analysis (EOA) Final Findings

There was discussion between Director Hardy and Commissioner Ewert regarding the economic development objectives that will be presented to the Council. Commissioner Ewert mentioned he did not think what was discussed at the last meeting regarding the objectives was fully conveyed in the objectives that were being presented. He emphasized the need to make the objectives consistent and more specific to what the Commission is trying to convey.

Chair Ellison asked when the Commission will have the opportunity to add specifics into the objectives. There was further discussion about the number of employees per acres along with adding an education piece to the plan for property owners outside the city who are within the UGB. Commissioner Lewelling mentioned working to create infrastructure that connects the downtown and industrial park.

Motion: A motion was made by Commissioner Ewert and seconded by Commissioner Jarosh to approve the Economic Opportunity Analysis Final Findings with an expanded staff report documenting the Planning Commission's specific recommendations. Motion passed 5/0.

b. Draft Meeting Minutes – February 27, 2023

Motion: A motion was made by Commissioner Jarosh and seconded by Commissioner Hutchinson to approve the draft meeting minutes for February 27, 2023. Motion passed 5/0.

3. CITIZEN INPUT ON NON-AGENDA ITEMS – None

4. NEW BUSINESS – None

5. PUBLIC HEARINGS – None

PLANNING COMMISSION WORK SESSION

The Planning Commission will meet in a Work Session to discuss:

- **Comprehensive Plan and Housing Needs Assessment Updates**

Presenter: Don Hardy, Planning Director.

Director Hardy gave an update on the timeline for the Housing Production Strategy (HPS), Comprehensive Plan and the Transportation Systems Plan (TSP). The City Council will hear the Economic Opportunity Analysis (EOA) objectives on April 19th. He mentioned there will be five public summits to discuss the Comp Plan and Urban Growth Boundary (UGB) expansion. He mentioned more regarding specific housing strategies, DLCD Coordination for the HPS, and efficiency measure development. Graphics were presented that demonstrate the severe rent burden, median home prices and resident incomes in Canby. Housing affordability measures and employees per acre were also discussed.

For the City's future UGB expansion request, there are a set of demographic and economic assumptions that the state considers "safe harbor" assumptions. The City is currently compiling demographic data to prove the need for a UGB expansion. This includes analysis of income levels and housing product type history, which are two different measurements that result in different amounts of needed land. Overall, the goal is to gain land for a mix of housing types within the City to provide more affordable housing and housing in general.

6. ITEMS OF INTEREST / REPORT FROM PLANNING STAFF

a. The next Planning Commission meeting will be held on April 24, 2023, at 6:00 pm.

b. Planning Director's Update:

On April 13th the project advisory committee (PAC) for the Comp Plan and the TSP will hold a meeting at 6:00 in the Willamette Room. The City Council will hold a meeting on April 19th, 2023, at 7:00 pm to discuss the EOA. The next Planning Commission meeting on April 24th, 2023, will focus on efficiency measures and DLCD updates. On May 8th, 2023, there will be a PC hearing to discuss DR 23-01, 4th Ave 5-Plex. Interviews will take place sometime next week for the new Planning Commissioners.

7. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION

Commissioner Jarosh asked how the public is made aware of open house meetings.

Commissioner Ellison requested additional joint work sessions to be made as the Comp Plan process advances.

8. ADJOURNMENT

Motion: A motion was made by Commissioner Lewelling and seconded by Commissioner Jarosh to adjourn the meeting. Motion passed 5/0.

Meeting adjourned at 6:54 PM.