

**APPROVED MEETING MINUTES
CANBY PLANNING COMMISSION**

6:00 PM – April 24, 2023

City Council Chambers – Virtual Meeting via Zoom

PRESENT – Commissioners Ellison, Jarosh, Lewelling, and Hutchinson

ABSENT – Commissioner Ewert

STAFF – Don Hardy, Planning Director, Ryan Potter, AICP, Planning Manager, and Laney Fouse
Lawrence, Recording Secretary

OTHERS – None

1. CALL TO ORDER

- a. Pledge of Allegiance

2. CONSENT ITEMS

- a. Draft Meeting Minutes – March 13, 2023

Motion: A motion was made by Commissioner Lewelling and seconded by Commissioner Jarosh to approve the meeting minutes from March 13th, 2023, as written. Motion approved 4/0.

3. CITIZEN INPUT ON NON-AGENDA ITEMS – None

4. NEW BUSINESS – None

5. PUBLIC HEARINGS – None

PLANNING COMMISSION WORK SESSION

The Planning Commission met in a Work Session and discussed the following items:

- a. Update from first Comprehensive Plan and Transportation System Plan (TSP) Project Advisory Committee Meeting
 - b. Update on Housing Code Efficiency Measures
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Director Hardy gave an update from the Comprehensive Plan and TSP planning advisory committee (PAC) meeting that took place on April 13th, 2023 followed by an overview of the schedule for the next

year. He announced that City Council approved the Economic Opportunity Analysis (EOA) objectives. Broad discussion regarding housing and employment needs and Comprehensive Plan policy development took place following the update on housing code efficiency measures. The community engagement plan along with its elements and the groups involved were presented. Population growth forecasted by Portland State University estimated an additional 6,000 new residents in Canby over the next 20 years. Hardy continued to discuss goal and policy development with definitions for housing, land use, and economic chapter policies. A timeline for future PAC and summit meetings through June of 2024 was presented.

6. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. The next Planning Commission meeting will be held on May 8, 2023, at 6:00 pm.
- b. Planning Director's Update
- c. Canby Beer Library Update – Ryan Potter, AICP, Planning Manager

Director Hardy mentioned that the hearing for the 4th Ave 5-Plex project may be delayed until May 22nd, due to application submittal incompleteness. A brief update on the I-205 tolling environment assessment was given, and Hardy mentioned that the Council signed a letter stating the city's concerns regarding the project. There are two candidates that applied for PC and the Council will be approving them for the Commission at the next Council meeting.

Planning Manager Potter gave a brief update on the Canby Beer Library project. He explained that the project applicant will be completing limited façade improvements to the building prior to the third and presumably final project iteration being submitted to the City for land use review. They will be doing the interim work consistent with a prior land use approval with the intention of using funds acquired from a state grant program. The limited interim façade demolition and construction is generally consistent with both project versions and completion will allow the applicant to remain qualified for the state grant due to it having deadlines.

Commissioner Jarosh mentioned the proposed Beer Library building is eligible for historical designation. If the grant money is accepted and façade improvements are made, then that eligibility is no longer valid.

7. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION

Commissioner Jarosh mentioned that the Philander Lee Oak tree, which is on Oregon's Heritage Tree list, will also be taken down by the property owners in the near future. Director Hardy explained that the tree removal is due to safety hazard concerns.

Commissioner Ellison asked if it was possible to create a process for when Commissioners will be gone from a meeting. He mentioned it would be helpful to know that a quorum has been established prior to the meeting.

8. ADJOURNMENT

Motion: A motion was made by Commissioner Lewelling seconded by Commissioner Hutchinson to adjourn the meeting. Motion passed 4/0.

Meeting adjourned at 6:34 PM.