

**APPROVED MEETING MINUTES
CANBY PLANNING COMMISSION**

6:00 PM – February 12, 2024

City Council Chambers – Virtual Meeting via Zoom

PRESENT – Commissioners: Matt Ellison (Chair), Dan Ewert (Vice Chair), Michael Hutchinson, Judi Jarosh, Craig Lewelling, Hannah Ellison, and Jennifer Driskill

ABSENT – Chair Matt Ellison

STAFF – Don Hardy, Planning Director and Laney Fouse Lawrence, Recording Secretary

OTHERS – None

1. CALL TO ORDER

The meeting was called to order at 6:00 PM.

a. Pledge of Allegiance

2. CONSENT ITEMS

a. Draft Meeting Minutes – January 8, 2024

Motion: A motion was made by Commissioner Hutchinson and seconded by Commissioner Lewelling to approve the draft meeting minutes from January 8, 2024. Motion approved 6/0.

b. Final Findings – DR 23-06/PLA 23-05, Tievoli Commons

Commissioner Driskill made suggestions to amend Conditions of Approval 4 and/or 34 related to the ADA improvements identified as required public improvements. She asked if the site's ADA ramps could align directly across from the church's driveway across the street, with the idea that such a crosswalk would better reflect Public Works standards.

Motion: A motion was made by Commissioner Lewelling and seconded by Commissioner Jarosh to approve the final findings for DR 23-06/PLA 23-05, Tievoli Commons, with additional language added to Condition of Approval #34. Motion approved 5/0 with 1 abstention.

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 to discuss the following topic:

- **Housing Needs Analysis (HNA) and Housing Efficiency Measures Update**, presented by Don Hardy, Planning Director. This work session included a review of where the City is in the HNA process and a review of the City's current residential codes.

Director Hardy gave an overview of the topics of discussion for the work session. Cottage cluster development code, Planning Unit Development (PUD) code revisions, and residential code updates were reviewed, along with updates related to the Housing Needs Assessment.

The Department of Land Conservation Development (DLCD) requires further refinement of the HNA methodology and an analysis of the partially vacant land and its conversion probability for the next 20 years. Residential zones R-1 and R-1.5 were discussed with an explanation of alternative lot layouts and PUDs within these zones. Hardy emphasized a need to focus on updating the residential code sections to be concurrent with the housing efficiency measures. Confusion around the definition of open space and common area related to PUDs resurfaced. Hardy stated a draft definition is being developed as part of the PUD code updates. He explained that condominiums are not considered PUDs, so the 15% minimum open space/common area standards do not apply to the Tievoli Commons project. Commissioner Driskill requested the addition of specific exclusions into the definition of open area and common space. She believes that there should be a continuous square footage minimum to achieve the required open space standard. The commission deliberated on specific language and the addition to the definitions of open area and common space suggested by Commissioner Driskill.

Questions regarding the previous hearing item, Tievoli Commons, and its open space/common area were discussed in more depth. Park dedication within new development and the maintenance efforts needed were discussed. Commissioner Driskill pointed out her concerns around housing affordability. Housing Bill 2001 and Senate Bill 458 were presented along with the permitting process related to the new laws. Questions were asked about what the laws allow for development and product type in the future. Hardy explained the incentives used to convince developers to choose to develop a PUD over developing the maximum unit density allowed.

6. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. The next Planning Commission meeting is planned for **Monday, February 26, 2024**, at 6:00 pm in the Council Chambers.
- b. Planning Director's Update

Hardy mentioned there may be a joint work session in April or May to update City Council over the buildable land analysis. The code section related to fencing is planned to be revisited at a future meeting anticipated in March.

7. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION

Commissioner Driskill asked if the definitions of “open space” and “common area” and “alleyways” could be scheduled to be discussed at some point. Commissioner Ewert asked if Planning Staff could come to the hearings with recommendations or suggestions for the part of the code that is unclear but related to the hearing decision. Commissioner Driskill alerted the Commission about a metro tax that will affect individuals who make over \$150,000 regardless of what County the individual resides in.

8. ADJOURNMENT

Motion: A motion was made by Commissioner Driskill and seconded by Commissioner Hutchinson to adjourn the meeting. Motion approved 6/0.

The meeting adjourned at 7:30 PM.