

**APPROVED MEETING MINUTES  
CANBY PLANNING COMMISSION**

6:00 PM – August 26, 2024

City Council Chambers – Virtual Meeting via Zoom

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**PRESENT** – Commissioners: Matt Ellison (Chair), Michael Hutchinson, Judi Jarosh, and Jennifer Driskill, and Hannah Ellison

**ABSENT** – Dan Ewert (Vice Chair) and Craig Lewelling

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

**OTHERS** – None

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**1. CALL TO ORDER**

- a. Pledge of Allegiance

**2. CONSENT ITEMS**

- a. Draft Meeting Minutes – June 24, 2024

**Motion:** A motion was made by Commissioner Jarosh and seconded by Commissioner Hutchinson to approve the meeting minutes from June 24, 2024, as written. Motion approved 4/0 with one abstention.

**3. CITIZEN INPUT ON NON-AGENDA ITEMS** – None

**4. OLD BUSINESS** – None

**5. NEW BUSINESS** – None

**6. PUBLIC HEARINGS** – None

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**PLANNING COMMISSION WORK SESSION**

The Planning Commission met in a Work Session to discuss the following topic:

- **Fence Code Discussion #5**, presented by Ryan Potter, AICP, Planning Manager. This work session was a continuation of the Commission’s previous discussions regarding the City’s fence code, this time with a focus on fences in special conditions (along major streets, adjacent to paths, between land uses, etc.).

Planning Manager Potter began the presentation by sharing an outline of the topics to be discussed. A recap of the previous work sessions was provided, along with a review of the current fencing code and its language. Potter mentioned there are special requirements for fences along trails and paths, however they are rarely followed. Common practice has resulted in numerous six-foot-tall fences along trails and paths. Graphics of existing fences adjacent to pathways and parks were shared along with their whereabouts within the city. Potter recommended memorializing the current step-down fencing

practice along pathways and parks into the new code. This would allow six-foot-tall fences along paths up to the front setback of homes, where fences would have to be lower. Discussion surrounding fencing around parks and fences that back up against streets occurred with concerns voiced regarding aesthetics, safety, and fencing material. Non-residential fencing code and the balance between privacy and an inviting pedestrian environment were also discussed. Potter highlighted central issues that are pushing the need to implement a code update for fencing. He mentioned staff will create new and revised code language which will be presented to Planning Commission for a recommendation. The updated code will then go to City Council for adoption. Lastly, Potter shared some insight into the enforcement procedures and processes.

The Commission discussed fences that border property lines where there is no sidewalk. Commissioner Driskill stated her concern regarding the safety of pedestrians where this fencing occurs and requested language be added to help create additional safety barriers between the road and fence. Commissioner Ellison mentioned examples where visibility within alleys is affected by street parking and asked how that could be addressed or enforced. Potter stated that in previous sessions using the vision clearance triangle for alleys in addition to streets was mentioned. Commissioner Jarosh asked if there is any accident history data for the City of Canby and how would the City handle gated communities. Director Hardy mentioned that Canby Fire District may have concerns regarding internal access. Potter moved forward with asking the Commission their opinions regarding the step-down fence setback along paths and walkways. The Commission discussed options for what to memorialize in the new code.

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## 7. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. The next Planning Commission meeting was tentatively planned for **Monday, September 9, 2024**, at 6:00 pm in the Council Chambers but is now likely to be cancelled.
- b. Planning Director's Update

Director Hardy stated that there will be no Planning Commission meetings or work sessions in September. The next meeting will take place on October 14<sup>th</sup> to discuss the Housing Efficiency Measures with updates about cottage clusters and Public Unit Development (PUDs). The October 28<sup>th</sup> meeting will be related to the City's proposed Housing Production Strategy. Hardy shared that the Housing Needs Analysis was approved on August 7<sup>th</sup> and there is a Spanish-language Community Summit on August 27<sup>th</sup>, at Baker Prairie Middle School. A Council work session is planned for September 18<sup>th</sup> to discuss the Transportation System Plan (TSP).

## 8. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION – None

## 9. ADJOURNMENT

**Motion:** A motion was made by Commissioner Ellison and seconded by Commissioner Hutchinson to adjourn the meeting. Motion passed 5/0.

**The meeting adjourned at 7:13 PM.**