



**APPROVED MINUTES  
CANBY PLANNING COMMISSION**

6:00 PM – October 28, 2024

City Council Chambers – Virtual Meeting via Zoom

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

**ABSENT** – Craig Lewelling and Hannah Ellison

**STAFF** – Don Hardy, Planning Director, and Laney Fouse Lawrence, Recording Secretary, and David Doughman, City Attorney

**OTHER** – None

**1. CALL TO ORDER**

- a. Pledge of Allegiance

**2. CONSENT ITEMS**

- a. Housing Efficiency Measures (HEM) – Final draft version of the Housing Efficiency Measures from the October 14, 2024, hearing representing Planning Commission consensus from that meeting.

**Motion:** A motion was made by Commissioner Driskill and seconded by Commissioner Hutchinson to approve the final draft version of the Housing Efficiency Measures from the October 14th, 2024, hearing representing the Planning Commission consent item as written. Motion passed 4/1.

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

**4. OLD BUSINESS** – None

**5. NEW BUSINESS** – None

**6. PUBLIC HEARINGS**

**a. Housing Production Strategy – Don Hardy, Planning Director**

City staff sought a Planning Commission recommendation to approve the City's Housing Production Strategy (HPS). Strategies in the HPS are intended to promote the development of needed housing based on the City's adopted Housing Needs Analysis (HNA) and identifies tools, actions, and policies the City can implement to promote affordability and choice related to identified housing needs.

The strategies were developed by a coalition of parties including a Housing Advisory Committee, City staff, its consulting team (led by 3J Consulting), the Planning Commission, and the Oregon Department of Land Conservation and Development (DLCD).



### **Staff Presentation:**

Director Hardy opened the hearing by informing the Commission that staff received late comments from the Department of Land Conservation and Development (DLCD). He mentioned there will be additional discussions regarding the comments that will take place in the foreseeable future. The HNA was approved at the last Planning Commissioner meeting, held on October 14, 2024. Hardy explained that the HPS analyzes data from HEM and HNA to provide strategies that help implement the needed housing acreage, while encouraging diverse housing developments and up-zoning.

Currently the housing production strategies emphasize the need for additional housing units over 20 years, targeting 30% single-family standard lots, 32% single-family small lots and cottages, 19% townhomes, and 19% apartments. The City has selected 12 strategies that will be reviewed during the full code update process starting in the fall of 2025. The strategies include up-zoning, cottage clusters, opportunities to streamline PUDs, and incentives for diverse housing developments. The strategies will also help modify the calculation of SDCs to a scale-based charge system based on housing size. Strategy implementation will occur over the span of 5 to 8 years and can be changed in consultation with DLCD.

### **Commission Deliberation/Input:**

Concerns from the Commission were raised about the affordability for the 0-30% AMI range, with suggestions for modular homes and faith-based partnerships. Commissioners emphasized the importance of having a good faith effort and exploring unique solutions, such as modular homes and individual home ownership in mobile home parks. Commissioner Driskill asked about the affordability of mobile home parks and the potential for the city to cap lot fees. Director Hardy mentioned the state strategy of allowing mobile home parks to be conforming uses and the possibility of reducing taxes on mobile home park owners. The Commission highlighted the need for further discussion on strategies related to lower income levels, including finance elements like system development charges and urban renewal funds. The discussion concluded with a commitment to further research and collaboration with City Council and Clackamas County.

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

- a. The next Planning Commission meeting is planned for **Monday, November 25, 2024**, at 6:00 pm in the Council Chambers. November 11<sup>th</sup> is a holiday (Veterans Day), and City Hall will be closed; therefore, no meeting will be held.
- b. Planning Director's Update: Hearings coming up include the N Holly Street Annexation (ANN 24-01 & ZC 24-01) at the November 25<sup>th</sup> meeting, and on December 6, 2024, the hearing for the Oregon Liquor and Cannabis Commission for relocation of their distribution operations from Milwaukie (DR24-01, CUP 24-01, and PLA 24-04).

## **8. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION**

Chair Ellison suggested the Planning Commission take on the task of researching options and presenting them to the City Council for further discussion on strategies related to lower income levels and housing. Commissioner Driskill asked for additional information on operating hours, and



employees for the proposed OLCC distribution facility. Commission guidance/interest concluded with an update from Director Hardy on the Walnut Street extension.

## 9. ADJOURNMENT

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

**The meeting adjourned at 7:18 PM.**