



**APPROVED MINUTES  
CANBY PLANNING COMMISSION**

6:00 PM – April 14, 2025

City Council Chambers – Virtual Meeting via Zoom

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

**ABSENT** – Dan Ewert (Vice Chair)

**STAFF** – Don Hardy, Planning Director, Ryan Potter, AICP, Planning Manager, Emily Sasse, Recording Secretary

**OTHERS** – None

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**1. CALL TO ORDER**

a. Pledge of Allegiance

**2. CONSENT ITEMS**

a. Draft Meeting Minutes – November 25, 2024 (continued from March 24)

Due to a lack of quorum of the Commissioners present at the November 25, 2024, meeting, approval will be considered at a meeting in the future.

**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 Revisions**, presented by Ryan Potter, Planning Manager. Staff led the sixth and final work session related to the City's fence code update. The work session involved a discussion of code language and was intended to prepare City staff for advancing a formal text code amendment to the Planning Commission and City Council.

**Staff Presentation: Ryan Potter, AICP, Planning Manager**

Ryan Potter, Planning Manager, presented the draft amendments intended to balance privacy, safety, and aesthetics, with an emphasis on clarifying and strengthening vision clearance requirements across all zones and lot configurations. The proposed updates also allow greater flexibility for corner lots and simplify fence standards along paths and within residential, commercial, and industrial zones.

The Commission discussed potential allowances for taller fences in residential areas adjacent to commercial or industrial zones to address buffering, noise, and safety concerns. Additional topics included fence height limits, step-down requirements near front setbacks, screening standards for industrial storage yards, and potential code clean-up items such as removing the arbor section and clarifying definitions.

Commissioners provided feedback and directed staff to refine the draft language in preparation for a formal text amendment, which will return to the Planning Commission for recommendation prior to City Council consideration.

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

- a. The next Planning Commission meeting is planned for **Monday, April 28, 2025**, at 6:00 pm in the Council Chambers.
- b. Planning Director’s Update

Don Hardy, Planning Director, provided an update on the upcoming Comprehensive Plan and Urban Growth Boundary work. The Planning Commission will be engaged in reviewing policies and goals for City and UGB areas, with work sessions anticipated in the coming months. The comprehensive plan will cover various chapters including land use, natural resources, housing, and transportation. Additional future topics include parks planning, system development charges, and floodplain ordinance updates.

The next few Planning Commission meetings may be canceled due to lack of agenda items but work sessions on the comprehensive plan are planned for June and July of 2026.

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

Director Hardy will follow up with Commissioner Ellison regarding her term end date and potential continuation. Hardy and Commissioner Lewelling will play to meet to discuss specifics about reviewing and potentially expanding the Pioneer Industrial Park Master Plan.

**9. ADJOURNMENT**

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

**The meeting adjourned at 7:04 P.M.**