



**APPROVED MINUTES**  
**CANBY PLANNING COMMISSION**

6:00 PM – June 9, 2025

City Council Chambers – Virtual Meeting via Zoom

---

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

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

**STAFF** – Don Hardy, Planning Director, Emma Porricolo, Associate Planner, Emily Sasse, Recording Secretary

**OTHERS** – Jodi Gollehon

---

**1. CALL TO ORDER**

- a. Pledge of Allegiance
- b. Recognition of Commissioner Hannah Ellison

**2. CONSENT ITEMS**

- a. Draft Meeting Minutes – October 28, 2024

**Motion:** A motion was made by Commissioner Jarosh and seconded by Commissioner Hutchinson to approve the draft minutes from October 28, 2024. Motion approved 5/0.

- b. Draft Meeting Minutes – November 25, 2024 (continued from March 24, 2025)

The meeting minutes will be considered for approval at the next Planning Commission meeting scheduled for June 23, 2025.

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

**4. OLD BUSINESS** – None

**5. NEW BUSINESS** – None

**6. PUBLIC HEARINGS** – None

---

## **PLANNING COMMISSION WORK SESSION**

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

- **Housing Production Strategy**, presented by Emma Porricolo, Associate Planner. Staff provided an update on the Housing Production Strategy (HPS), including what has been accomplished to date, Department of Land Conservaton and Development (DLCD) comments, staff's approach to addressing DLCD comments, housing strategy options being considered, and next steps in the process.

### **Staff Presentation: Emma Porricolo, Associate Planner**

Porricolo gave an update sharing that the City is updating the HPS to address affordable housing needs, with input from DLCD to include more strategies targeting 0-60% of median family income (MFI) households and financial incentives. The City anticipates 6,000 new residents over the next 20 years, generating the need for 2,286 new dwelling units, including 500 low to moderate income housing units. Current median home prices in Canby are \$560,000, making it difficult for households earning annual incomes less than \$85,000 to afford housing. The City is working on implementing these strategies to promote affordable housing, with a focus on financial measures and incentives for developers. A comparison with other cities showed that Canby needs to add more strategies to effectively address affordability issues, particularly for low to moderate income households.

The Commission reviewed the presented information, including completed population forecasts, housing needs analysis, and housing efficiency measures. Three new proposed strategies were introduced to add to the HPS with intent for the Commission to provide input for the July 16th City Council work session. Further discussion included an SDC payment plan, full or partial SDC waivers for affordable housing, and allocating construction excise tax (CET) funds towards affordable housing. Staff recommended including all three strategies in the HPS and allowing full SDC waivers for affordable housing projects. Commissioners expressed concerns about the perpetuity of affordability issues and the potential that the cost of the strategies would be passed onto existing homeowners. The discussion also touched on the differences between Metro and non-Metro cities in terms of density and public transit availability, which could impact housing strategies.

The conversation ended with discussions on building permit fees, state planning requirements, and housing affordability challenges, with the Commission agreeing to share their comments with City Council. Several Commissioners expressed hesitation to make a recommendation because they are not familiar with the City's financial situation and the financial impact of the proposed strategies.

---

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

- a. The next Planning Commission meeting is planned for **Monday, June 23, 2025**, at 6:00 pm in the Council Chambers.
- b. Planning Director's Update

Director Hardy outlined upcoming events and plans, including a Comprehensive Plan review, transportation system planning, and flood plan ordinance updates. He shared that the Comprehensive Plan review is anticipated for August 25<sup>th</sup>, 2025, while a TSP work session is anticipated for September 8<sup>th</sup>, 2025. Hardy mentioned that there may be joint work sessions with Council in the near future. Those

discussions would focus on road standards, including the review of local street widths, speed, street parking and the cost implications of enacting those standards.

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

The Commission expressed their gratitude for the contributions made by the planning staff. Commissioner Hannah Ellison thanked the Commission and staff for her time while serving on the Commission.

#### **9. ADJOURNMENT**

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

**The meeting adjourned at 7:42 P.M.**