



**APPROVED MEETING MINUTES
CANBY PLANNING COMMISSION**

6:00 PM – December 8, 2025

City Council Chambers – Virtual Meeting via Zoom

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

ABSENT – Matt Ellison (Chair)

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

OTHERS – Kevin Chewuk, DKS Associates, Reah Flisakowski, DKS Associates, Jason Padden (City Councilor)

1. CALL TO ORDER

- a. Pledge of Allegiance

2. CONSENT ITEMS

- a. Draft Meeting Minutes – November 24, 2025

Motion: A motion was made by Commissioner Driskill and seconded by Commissioner Hutchinson to approve the meeting minutes from November 24, 2025, as written. Motion approved 6/0.

3. CITIZEN INPUT ON NON-AGENDA ITEMS

Jason Padden, City Councilor, attended the meeting to thank the Commission for their service and assured them that their work influences City Council decisions. He shared a brief update regarding the Council's agenda and plans to possibly close the Urban Renewal District. He also shared that Council is very cognizant of the work and recommendations done by the Planning Commission.

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:

- **Transportation System Plan (TSP) Update**, presented by Kevin Chewuk and Reah Flisakowski, DKS Associates. The work session served as a status update on the TSP,

including a summary of the plan's goals, highlights of major findings, and an overview of identified transportation projects. Technical Memo #12, included in the Planning Commission packet, was discussed.

Presentation: Kevin Chewuk and Reah Flisakowski, DKS Associates

The DKS Associates team presented an update on the two-year Transportation System Plan (TSP) process, which has resulted in a project list of 72 projects costing approximately \$154 million. They presented the aspirational project list and explained the criteria used to classify certain projects as aspirational. Projects are divided into “financially constrained” and “unconstrained” categories, with approximately \$51 million in anticipated funding over the next 20 years, primarily from transportation system development charges (SDCs).

The presentation included a review of TSP goals—safety, accessibility, fiscal responsibility, environmental health, and collaboration—and summarized the twelve technical memoranda prepared to date. DKS also presented system evaluation findings, including current and projected travel patterns, land use growth, and infrastructure performance. The presentation concluded with an overview of next steps in the TSP process, including preparation of a draft plan for public review, followed by a Planning Commission adoption hearing prior to forwarding a recommendation to the City Council.

Additional Items Discussed:

- Safety Evaluation:
 - DKS presented collision statistics for areas of concern.
- Pedestrian Network Assessment:
 - DKS discussed needs and deficiencies within the pedestrian and bicycle networks and presented supporting data.

Commissioner Deliberation:

A significant portion of the work session focused on the funding gap associated with planned improvements. Staff explained that approximately \$51 million in funding is anticipated over the next 20 years, leaving an estimated \$80 million shortfall. Commissioners discussed potential funding strategies, including SDC rate adjustments, urban renewal mechanisms, and alternative revenue sources such as street utility fees.

Commissioners emphasized the need for City Council to evaluate projects based on both fiscal capacity and level-of-service considerations, noting the importance of determining whether the City can realistically undertake proposed improvements. They stressed aligning project priorities with fiscal constraints and long-term service expectations.

Additional discussion topics included the need for a bypass, estimated at approximately \$950 million and currently unfunded, as well as improvements to intersections such as Pine Street and Ivy Street. Commissioners also discussed updating roadway classifications and addressing potential impacts of freeway tolling, with plans to provide written comments on these issues. Commissioner Jarosh suggested developing a scorecard system to track TSP implementation and improve transparency over time. Staff confirmed that Technical Memorandum 12, which outlines multiple funding scenarios, would be provided to the Commission.

Traffic and development-related concerns—including the need for public education and coordination with partner agencies—were also discussed. Commissioners noted that public engagement has been

relatively limited, with approximately 1% of residents participating in the process. Suggestions included expanding online materials, improving explanations of traffic impacts, and providing more accessible educational resources related to TSP decisions. The Commission agreed that strong community understanding is critical to long-term transportation planning.

7. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. Planning Director's Update
- b. The next Planning Commission meeting is planned for **Monday, January 12, 2026**, at 6:00 pm in the Council Chambers. No meeting will be held on December 22, 2025.

Director Hardy announced the next Planning Commission meeting would be on January 12th, with potential discussion of Hope Village and updates on the Comprehensive Plan.

Upcoming work sessions with City Council are anticipated for January 10 and 17, 2026. The January 10, 2026 meeting will cover policies and strategies within chapter 1-8 of the Comp Plan code, while chapters 9-14 will be discussed at the January 17, 2026, work session. If all goes well at the Council work sessions, the Planning Commission will conduct a hearing regarding the Comp Plan, anticipated for February 26, 2026.

Additional future meetings:

- City Council: Review SDC methodology in work session on February 4th.
- Planning Commission: Conduct Planning Commission hearing on TSP in March 2025.
- City Council: Conduct final adoption hearing for TSP in February and April of next year

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

9. ADJOURNMENT

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

The meeting adjourned at 7:48 p.m.