

**CANBY URBAN RENEWAL AGENCY
MEETING MINUTES
August 3, 2022**

PRESIDING: Chair Shawn Varwig

COMMISSIONERS PRESENT: Brian Hodson, Traci Hensley, Greg Parker, Sarah Spoon, and Christopher Bangs (Bangs attended virtually but not participating).

STAFF PRESENT: Scott Archer, City Administrator/Agency Director; Joseph Lindsay, City Attorney/Assistant City Administrator; Jamie Stickel, Economic Development Director; Melissa Bisset, HR Director/City Recorder; Tyler Nizer, Economic Development Tourism Coordinator; Jerry Nelzen, Public Work Director; and Jeff Snyder, Public Works Supervisor.

CALL TO ORDER: Chair Varwig called the meeting to order at 6:00 p.m.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Carol Palmer discussed the façade improvement request on the agenda. She was in support of the application, however she was concerned that the building was in a recommended historic district area. She thought they needed to do an updated historic survey of downtown. She then explained the benefits of creating a historic district.

There was discussion regarding the work that had been done so far to create a historic district, whether or not the survey was an Urban Renewal project, and cost of the survey.

Erin Walker discussed her concerns about creating a historic district, especially the costs and preservation regulations.

CONSENT AGENDA:

****Vice Chair Hodson moved to approve the consent agenda including the minutes from the May 4, 2022 URA Work Session and the minutes from the May 18, 2022 URA Meeting. Motion seconded by Commissioner Hensley and passed 6-0.**

NEW BUSINESS:

Façade Improvement Program Application – 426/428 NW 1st Avenue – Tyler Nizer, Economic Development Tourism Coordinator, presented the application to replace the windows and doors for the businesses at 426/428 NW 1st Avenue. He gave a background on the Façade Improvement Program. The Main Street Design Committee had reviewed the application and he shared their comments. Staff recommended approval.

Erin Walker, applicant, explained how they wanted to replace the glass and the doors both for sun protection and safety.

There was discussion regarding the building tenants.

****Commissioner Spoon moved to approve the matching grant of up to \$25,000 for 426/428 NW 1st Avenue. Motion was seconded by Commissioner Hensley and passed 6-0.**

There was discussion regarding establishing a mural program.

Chair Varwig adjourned the meeting at 6:25 p.m.

Melissa Bisset, CMC
City Recorder

Shawn Varwig
Chair

Assisted with Preparation of Minutes - Susan Wood