

**APPROVED MEETING MINUTES  
CANBY PLANNING COMMISSION**

6:00 PM – April 8, 2024

City Council Chambers – Virtual Meeting via Zoom

---

**PRESENT** – Commissioners: Matt Ellison (Chair), Dan Ewert (Vice Chair), Michael Hutchinson, Craig Lewelling, and Judy Jarosh

**ABSENT** – Hannah Ellison, and Jennifer Driskill

**STAFF** – Ryan Potter, Planning Manager, AICP, Laney Fouse Lawrence, Recording Secretary, and Emily Sasse, Minute Recorder

**OTHERS** – None

---

**1. CALL TO ORDER**

The meeting was called to order at 6:00 PM.

- a. Pledge of Allegiance

**2. CONSENT ITEMS**

- a. Draft Meeting Minutes – March 11, 2024

**Motion:** A motion was made by Commissioner Jarosh and seconded by Commissioner Hutchinson to approve the draft meeting minutes from March 11, 2024, as written. Motion approved 5/0

**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:

- **Fence Code Discussion #4**, presented by Ryan Potter, AICP, Planning Manager.

Planning Manager Potter introduced the presentation outline for the work session, along with a recap of previous work sessions. He discussed the separation of the fence code update into three parts: 1) fences for typical residential yards, 2) special conditions, and 3) enforcement/processes. The current code sections were shown along with the contentious pieces highlighted. Potter mentioned that developers and homeowners strongly dislike the corner lot fence step-down portion of the code, stating it does not enclose their yards adequately. Three draft code options were then shared by Potter along

with graphics to help convey what would be allowed with the proposed code language. He also discussed urban design elements and other impacts that occur from allowing higher fences, mentioning both negative and positive impacts.

**Deliberation:**

Chair Ellison stated he was in favor of Option #3 draft code language, which attempts to rewrite the applicable code provision to be clearer. Commissioner Hutchinson mentioned he would like alleyways to be treated the same as driveways, following the 3.5-foot step-down setback. The Commission deliberated further into vision clearance fence standards for corner lots and alley ways. Commissioner Lewelling asked if there are any avenues for enforcing citizens to upkeep their fence. Potter mentioned other jurisdictions have code language about safety issues regarding the condition of the fence. He said he would do some research on fencing codes that address upkeep and safety provisions and come back with some potential code language. Commissioner Ewert brought up fencing along alleyways and asked if Public Works has any input on the matter. He stated he was in favor of Option #3, but insisted that aesthetic, materials, and maintenance requirements should be discussed. Utility easements were brought up and whether residents should be allowed to build a fence knowing the liability of it being removed at some point. Most of the Commission believed residents should be allowed to build their fence if they choose to risk rebuilding if utility infrastructure work takes place.

Potter finished the work session by asking the Commission if they had any additional special conditions that they would like to address. There was a brief discussion surrounding trails and paths, and houses that back onto roadways. Potter reminded the Commission that development standards regarding residential uses need to be clear and objective. He suggested creating design guidelines that help communicate the vision that the Planning Commission and Staff are wanting to see within the community.

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

- a. The next Planning Commission meeting is planned for **Monday, April 22, 2024**, at 6:00 pm in the Council Chambers.
- b. Planning Director's Update

Potter mentioned some upcoming public input opportunities regarding the Comprehensive Plan, and the next community summit will take place on June 20<sup>th</sup>, 2024, at Baker Prairie Middle School. The next discussion around housing will be with Council on April 17<sup>th</sup>, 2024.

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

## 9. ADJOURNMENT

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

**The meeting adjourned at 6:55 PM.**