

DRAFT MINUTES
CANBY PLANNING COMMISSION
6:00 PM – August 28, 2023
City Council Chambers – Virtual Meeting via Zoom

PRESENT – Commissioners: Matt Ellison (Chair), Commissioner Dan Ewert (Vice Chair), Hannah Ellison, Craig Lewelling and Jennifer Driskill

ABSENT – Judi Jarosh, Michael Hutchinson

STAFF – Don Hardy, Planning Director, and Laney Fouse Lawrence, Recording Secretary,

OTHERS – None

1. CALL TO ORDER

- a. Pledge of Allegiance

2. CONSENT ITEMS

- a. Final Findings – Economic Opportunities Analysis (CPA 23-02)

Motion: A motion was made by Commissioner Ewert and seconded by Commissioner Lewelling to approve the EOA (CPA 23-02) as written. Motion approved 5/0.

3. CITIZEN INPUT ON NON-AGENDA ITEMS – None

4. NEW BUSINESS – None

5. PUBLIC HEARINGS – None

PLANNING COMMISSION WORK SESSION

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

- **Comprehensive Plan Update Discussion**, presented by Don Hardy, Planning Director.

Director Hardy began the work session by sharing an overview of the Sequential Urban Growth Boundary (UGB) process. He discussed the different components and benefits of the process along with a timeline documenting the long-range planning for the UGB expansion. Details about the expansion process were explained starting with establishing a study area. Next steps are to recommend a UGB expansion area, acquire City and County adoption, and finally submit the amendment to the state for approval.

Commissioner Ewert brought up concerns around utilities and asked how they are and/or have been involved in the process. Hardy mentioned that Canby Utility will be adopting a new Water System Master plan in September and the other agencies have been informed about the process.

Further discussion involving the buildable lands inventory took place. Hardy continued with the presentation by explaining what an expansion area concept plan is, how long it takes to complete from adoption, and what it should address. Commissioner Driskill asked if any of the expansion land could be designated as green spaces or parks. Hardy explained that that will be a consideration of the Housing Needs Analysis, and the acreage will be in addition to the 50 acres of residential land. Hardy continued by sharing that the Comprehensive Plan will include an update of the natural resource inventories and overlay zones. A local wetland inventory (LWI) is also required before any annexation can occur. A brief continuation of what is included in the Comprehensive Plan and questions from the Commission took place. Hardy wrapped up the presentation by sharing the next steps in the process and the dates for upcoming community outreach meetings.

6. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. The next Planning Commission meeting is planned for Monday, September 11, 2023, at 6:00 pm in the Council Chambers.
- b. Planning Director's Update

Director Hardy explained that there are work sessions anticipated for September, with some hearing items expected for the month of October.

7. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION - None

8. ADJOURNMENT

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

The meeting adjourned at 7:00 PM.