



Approved: April 4, 2023

PLANNING COMMISSION PUBLIC HEARING MINUTES
4222 NE Old Salem Road
Millersburg OR 97321
February 7, 2023
6:00 p.m.

- A. CALL TO ORDER: Commission Vice-Chair called the meeting to order at 6:00 p.m.
- B. ROLL CALL:

Members Present: Vice-Chair Wil Canate; Commissioners Monte Ayers, Briggs Dunn, Ryan Penning, Caryl Thomas and Jason Young

Members Absent: Chair Anne Peltier

Staff Present: Matt Straite, Community Development Director; Sheena Dickerman, City Recorder; Janelle Booth, Assistant City Manager/City Engineer; and Forrest Reid, City Attorney

- C. MEETING MINUTE APPROVAL 6:00 p.m.

ACTION: Motion to Approve the December 6, 2022, minutes as written, made by Commissioner; seconded by Commissioner Ryan Penning.

Vice-Chair Canate:	Aye
Commissioner Ayers:	Aye
Commissioner Dunn:	Aye
Commissioner Penning:	Aye
Commissioner Thomas:	Aye
Commissioner Young:	Aye

Motion Passed: 6/0

- D. COMPRHENSIVE PLAN WORKSHOP-ECONOMIC CHAPTER 6:01 p.m.
Community Development Director Matt Straite shared that the City is doing a long-term update to the Comprehensive Plan. Housing plan has been completed. Housing chapter looks differently and a new style. A style guide will be used going forward. A new tone with housing chapter.

Straite introduced new Commissioner Briggs Dunn.

The City's Comprehensive Plan was originally created in 1984. Most City's have changed to more of a user-friendly version. Each chapter will begin with an introduction and launch into the policies. The entire Comprehensive Plan will hopefully be no more than

30 to 40 pages when it completed. The Housing Chapter that was recently completed is an example of the new format.

Straite explained that the Comprehensive Plan is built off State planning goals. There are 19 Goals with some that don't apply, such as ocean resources.

Straite showed the working draft of the table of contents for the new Comprehensive Plan moving forward*. The new Comprehensive Plan will look largely the same but will change the name of the first chapter from Planning to Introduction, and break public facilities into two chapters, public facilities and transportation. Straite asked the Commission if they had any other chapters they would like to see added.

Straite explained that he reviewed other Comprehensive Plans; Albany, Corvallis and Lebanon were a few. None are the same. There are a few required chapters as outlined in State Planning Goals that everyone must have in their Comprehensive Plan: transportation, economic and natural. Cities are allowed to have more but not less than those. He also explained that most chapters are built using a study as a foundation. The Transportation Chapter is based on a Transportation System Master Plan, the public facilities chapter is based off a Sewer Master Plan, Water Master Plan and Stormwater Master Plan, for example. The Economic Chapter we are discussing tonight is based on the Economic Opportunities Analysis (EOA). The City has never had an EOA done and is in the process of one now.

An EOA looks at a city's industrial and commercial areas. It looks at constraints and opportunities. It analyzes if the city will have enough land for a 20-year projection of jobs.

Straite noted that the previous Comprehensive Plan was not organized the same way we are presenting it now. The current Economics Chapter is an attachment in the agenda packet. He shared that it was provided to show where the City was previously and to understand where the City is going. Once the City has the EOA a draft of the proposed Economic Chapter will be presented.

Straite clarified that the current Population and Economics chapter was created in 1984 but the City revised the zoning code which created some inconsistency with the Comprehensive Plan and that is why the document says 2020. The bulk of the chapter is from 1984. Straite explained that the next step for the Commission was to go through the existing chapter, and the EOA, once it is complete, in preparation for the next meeting on the subject.

Commissioner Briggs Dunn asked about issues around wetlands and other industry. He asked if the City was able to accumulate more land. Straite explained that the Economics chapter says the City needs to grow but does not say where.

Briggs asked what happens if the City doesn't have an option for land. Straite replied that the State will make the City grow if it is needed. He explained that the City has to show that there are options for best areas for growth. It doesn't mean that the property must sell immediately for development. The property owners are brought into the process but ultimately, they do not have a "vote." The City has to be able to accommodate projected growth.

Straite then explained the other handouts in the packet. In addition to the existing Population and Economic Comprehensive Plan Chapter the Commission was provided with a State outline of what goes into an Economic Opportunities Analysis.

E. PLANNING UPDATE

- 1) Parking update – Straite stated the State is requiring an update to the City's parking code as part of SB 2001. The State is requiring changes for all cities, even those under 10,000 in population. The State mandates trumps what the City's parking requirements. This was brought to the Planning Commission earlier. It was decided to wait as the requirements would have minimal impact on the City. Therefore, the new requirements are now in effect even if the local Code is not updated. The State wanted Cities to waive all minimum requirements for parking, but the mandate now in effect only affects a small number of use types.

Straite stated that he had created a fact sheet that is at the front counter, page 44 of agenda packet. He added that 99% of the City's parking standards would still apply.

- 2) UGB swap update-

Straite explained that the City is running out of industrial property. He showed the zoning map layer*. Properties that the City owns and has zoned for industrial uses have started to sell. Some of the areas that the City has zoned industrial cannot be developed or are too small for many industrial users. The City started an alternative analysis study and through that had started moving forward with a UGB update. The City and County must agree because the UGB boundary is shared. The City brought it before the City Planning Commission and Council and it was approved. It then went to the Linn County Planning Commission, and it was recommended for denial to the Board of Commissioners. The County Planning Commission does not have jurisdiction to approve or deny, but they were supposed to give reasons for their denial recommendation.

At the County Board of Commissioners hearing, they decided to continue the hearing and allow for anyone to submit a written record until February 7, 2023. The public hearing was closed and only additional written testimony would be accepted. Once the written records are submitted the City has 7 days to respond to the letters.

Straite shared that once the City started the UGB Swap process a company approached the property owner about purchasing the property. The company interested in the property will be holding an Open House on February 16, 2023, at 4:30 p.m. at the Linn County Fairgrounds. An invitation was mailed to all residents inside the City and all homes and businesses within 750 feet of the City limits. The company that is interested in the property has requested anonymity, until the open house.

Straite added that the City will be prepared at the open house to talk about the transition parkway and the linear park.

Assistant City Manager Janelle Booth showed that some of the land designated as industrial on the zoning map was unusable. She explained that the wetland area was used for to irrigate the farmland but was not usable land for industry.

Booth showed the areas where industry was already coming in through purchase and sales agreements. Amyium is planning to submit for land use approval shortly and Willber-Ellis just had land use approval for a fertilizer distribution and warehouse facility. She pointed out that the remaining properties designated for industry have significant wetlands and are too small; industries are looking for 50 to 200 acres.

Commissioner Jason Young stated that if the County approves the UGB expansion, once industries build in that area, the City is right back where it started. Straite affirmed.

Canate asked if there was push back from the community. Straite answered that Dever-Connor Farmers have expressed their concern that the loss of this property will have impact on the farmers. Straite explained that the farmers have gotten hung up on the idea that the two properties involved in the swap must be like for like. That is true in some limited ways, but not in all ways. The farmers feel that the properties involved are not equal farmland. Straite said the swap meets the State requirements. He added that if the County Board denies the swap, the City may continue to peruse changes to the UGB without the swap provisions.

- 4) Westwood Estates update-(This agenda item was presented early.)
Straite shared that Westwood estates, a new subdivision, streets and grading are in. The City has not received any applications to build yet. He explained that it could be multiple builders or one builder.
- 5) UGMA update-
Straite explained that an agreement must be entered into with the County regarding a cities UGB and how the City and County will administer land use within the UGB. The agreement outlines, for example, how notices are supposed to work. If an application comes in within the UGB area, the cities want to know. The previous agreement was so old that codes have become inconsistent with the agreement. Straite explained that he drafted a new agreement that would address all these issues, make it conform with City and County codes, and it was drafted in a way that it is generic and any city in Linn County could use the same agreement if they wanted to adopt it. The County expressed interest for other cities to adopt similar. The document has been submitted to the County for first review. No decision has been made.
- 3) Code change update –
Straite explained that with the UGB swap the notification was fully consistent with the City development code, but staff acknowledged that more could have been done. Staff is looking at making the notification requirements in the Code similar to the Counties, which is 750 feet from property line. He added that there may be more proposed changes to the Code.

Canate asked about social media. Booth replied that the City does want to use social media. She explained that with staff changes and limited staff it hasn't been done. The City has used it as a tool to get information out.

Canate asked about Woods Road. Booth explained the plan to connect Transition Parkway.

Commissioner Monte Ayers asked about the open house invitation. Booth said that AMEDEC is hosting the event and facilitating the event. City staff will be there to answer questions.

Canate asked what the City was planning for the building that was used for the temporary fire station. Straite explained that the building is for sale, the property is not. The planned use for the site is a new YMCA, similar to the one in Albany but without a pool.

ADJOURNMENT: Meeting adjourned by Commission Vice-Chair Canate at 7:06 p.m.

Respectfully submitted:

Reviewed by:



Sheena Dickerman
City Recorder



Matt Straite
Community Development Director