



Approved: October 4, 2022

PLANNING COMMISSION WORK SESSION MINUTES
4222 NE Old Salem Road
Millersburg OR 97321
September 20, 2022
6:00 pm

A. CALL TO ORDER: Commission Chair Anne Peltier called the meeting to order at 6:01pm.

B. ROLL CALL:

Members Present: Chair Anne Peltier, Commissioners Monte Ayers, Ryan Penning, Caryl Thomas and Jason Young

Members Absent: Wil Canate and vacant position

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

Commission Chair Peltier opened the work session at 6:00 p.m.

C. INTRODUCTION OF NEW PLANNING COMMISSIONER

Community Development Director Matt Straite welcomed new planning Commissioner Jason Young

D. WORK SESSION

6:02 p.m.

Community Development Director Straite reminded the commission that this was Advisory Committee Meeting #2 and gave a brief overview of the Housing Element project. He explained the new Comprehensive Plan would have a new look when completed and would return to the Planning Commission in an official capacity later.

Straite shared key findings; Millersburg is forecasted to grow, the need for more affordable housing and the 20-year supply of housing sufficient. Staff disagrees with the housing supply being sufficient and expects the City will need to request the Urban Growth Boundary (UGB) to grow.

Anais Mathez, from 3J Consulting gave a recap of the first Planning Commission Advisory meeting and community involvement process. She presented the proposed Comprehensive Plan: Housing Goal and Policies (see agenda file).

Mathez pointed out that it is organized around three themes: new neighborhoods, retaining quality and housing for all.

Mathez and Straite emphasized the importance of using these meetings to educate the community.

Peltier asked for clarification on Goals and Policies, *Plan for new neighborhoods*. Straite gave an example of higher end employment would need higher end housing.

Commissioner Monte Ayers shared that he was hesitant in the beginning about confined, smaller lots but after seeing how Portland designed theirs, saw the value. Mathez affirmed that the role of design plays a key role in a community. The Commissioners agreed and mentioned other local communities with different housing types that were attractive.

Mathez continued going through the Housing Polices. Young suggested the need for language in the Housing Goal that would address that the City was complying with State Laws. Others agreed especially around the manufactured homes concerns.

Straite explained the Comprehensive Plan is broader and the Development Code has the details and gives directions.

Commissioner Ryan Penning asked about manufactured homes. Straite explained that the City has design standards that are strict with regards to how they look.

Mathez asked the Commission if Housing Element reflects what the community wanted and if the draft was ready to be considered to going to a hearing. Peltier replied that it answered the survey results and is defensible.

Straite explained the next steps in the process. The Planning Commission will have an opportunity to make changes before it goes to City Council. The Commission requested that more information be in the introduction regarding how the Housing Element was following State requirements.

Mathez explained the timeframe for the process. The Plan could be ready for a hearing in early November, with time for the Planning Commission to make any changes before submitting it to Council for approval.

Commission Chair Peltier closed work session at 6:52 p.m.

E. INTRODUCTION OF NEW PLANNING COMMISSIONER 6:52 p.m.

Peltier asked Young to share about himself.

F. ELECTION OF VICE-CHAIR 6:53 p.m.

Peltier opened nomination for Vice-Chair.

ACTION: Motion to nominate Commissioner Wil Canate, Jr. as Vice Chair, made by Commissioner Monte Ayers; seconded by Commissioner Caryl Thomas

Chair Peltier:	Aye
Commissioner Hickam:	Aye
Commissioner Penning:	Aye
Commissioner Thomas:	Aye
Commissioner Young:	Aye

Motion Passed: 5/0

ACTION: Motion to Approve the July 19, 2022, minutes as written, made by Commissioner Monte Ayers; seconded by Commissioner Ryan Penning.

Chair Peltier:	Aye
Commissioner Ayers:	Aye
Commissioner Penning:	Aye
Commissioner Thomas:	Aye
Commissioner Young:	Abstained

Motion Passed: 4/0

ADJOURNMENT: Meeting adjourned by Commission Chair Peltier at 6:55 p.m.

Respectfully submitted:

Reviewed by:



Sheena Dickerman
City Recorder

Matt Straite
Community Development Director