



Approved: May 2, 2023

**PLANNING COMMISSION PUBLIC HEARING MINUTES**

**4222 NE Old Salem Road**

**Millersburg OR 97321**

April 4, 2023

6:00 p.m.

A. CALL TO ORDER: Commission Vice-Chair called the meeting to order at 6:01 p.m.

B. ROLL CALL:

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

Members Absent: Chair Anne Peltier and vacant

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

C. MEETING MINUTE APPROVAL

**6:01 p.m.**

**ACTION: Motion to Approve the February 7, 2023, minutes as written, made by Commissioner Monte Ayers; seconded by Commissioner Jason Young.**

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

**Motion Passed: 5/0**

D. PUBLIC HEARING

**6:03 p.m.**

**Vice- Chair Wil Canate opened the Public Hearing at 6:03 p.m.**

File No: DC 23-01

The City of Millersburg is proposing a minor update the Transportation System Plan (TSP) to make small updates including, but not limited to:

1. remove the southern portion of the proposed Greenway recreational trail,
2. add a new street to the plan called NE Transition Parkway,
3. and add a multi-use trail to a new linear park along the south side of NE Conser Road.

The TSP also acts as the Transportation Chapter of the City's Comprehensive Plan; therefore, this is considered a post-acknowledgment Comprehensive Plan Amendment.

Community Development Director Matt Straite stated that this is a minor update. This is a minor level that allows the City to make changes without triggering more expensive TSP requirements. The TSP doubles as the Transportation element in the Comprehensive Plan, which makes this a Comprehensive Plan amendment. This is a legislative case; the Planning Commission makes a recommendation to the City Council.

Straite stated that the updates being proposed has multiple changes, a strike-through version is attached to the staff report\*.

Straite highlighted three of the proposed changes. The first change is a new street, Transition Parkway, which has been mentioned to the Planning Commission in the past. The update proposes to designate Transition Parkway as an arterial and Conser Road will become a local street once Transition Parkway is completed. As part of the same project, the City is proposing to add a new linear park, between Conser Road and Transition Parkway. This will feature a berm, with trees and a new path. The park is not part of the TSP update, because it is not a transportation facility, but there will be a path and trail added. The 2016 TSP called for new sidewalks, staff proposes to remove this section because there will be a new path. The Greenway trail, south of Conser Road, is being proposed to be removed. No work was ever done to the trail and the property that the trail was proposed to go through has been removed from the City. Also, industrial development is proposed on portions of the property. He added that there has been an increase in the homeless population at Simpson Park and this path would allow more of an increase due to the pathway. Staff believe it is a safety issue and asked for the removal of it.

Straite stated that in order to approve the proposed project, the City has to meet the criteria from the City, State and must be consistent with other transportation plans. The City criteria in Code section 5.11.030 includes four criteria. It must have no negative impacts from the proposed updates. The new street will not increase the demand or need for additional capacity. Removing the trail will help prevent additional unsanctioned homeless camps. Second, there must be a need. The TSP is not a static document. The buffer, new patterns and removal of the trail were needed based on City Council direction. Third, all State requirements must be met. The last is that the TSP update must implement the TSP and the City Council must deem it desirable. The proposal meets all City requirements.

Straite continued to State requirements. The TSP must meet State goals, if it complies with the Comprehensive Plan then it complies with the State Goals, the details are included in the staff report\*.

Straite explained that the State recently changed the rules, but because this is a minor update it does not trigger those requirements. He said he had contacted the Department of Land Conservation and Development (DLCD) to confirm that. A minor update is allowed. The TSP update does not change any standards, and therefore complies.

The TSP update must be consistent with other applicable Transportation Plans. These include Linn County TSP, the Albany TSP and the regional Transportation plan, which is the Albany Area Metropolitan Planning Organization Transportation Plan (AAMPO TSP) and the Oregon Department of Transportation (ODOT) Statewide Transportation Improvement Program. The staff report goes through each of these.

Straite stated that the proposed updates conform with all the other transportation plans and staff recommends approval.

No one from the public wished to speak.

Councilor Ryan Penning asked if it would include a light at Old Salem Road. Straite replied to the TSP doesn't it addresses traffic. Assistant City Manager Janelle Booth added that the TSP update doesn't do it but at the intersection it is possible.

Straite stated that the City is planning a more global and traffic analysis, it has started but it is a multi-year process and funding resources.

Councilor Jason Young asked about the timeframe for Transition Parkway. Booth explained that it is in the design phase and has been in the process for years. The schedule calls for a bid for construction in January of 2024. Straite stated an open house for the community will be on April 5, 2023. Booth added that the Fire Station was located and constructed intentionally, the road will be the same and share access.

**Vice- Chair Wil Canate closed the public hearing at 6:20 p.m.**

**ACTION: Motion that the Planning Commission recommend approval of DC 23-01 to the City Council because all applicable criteria are met, and all findings of fact are included in the staff report made by Commissioner Monte Ayers; seconded by Commissioner Caryl Thomas.**

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

**Motion Passed: 5/0**

**E. PLANNING UPDATE**

**6:21 p.m.**

Straite shared that Chair Peltier will no longer be able to serve at the end of summer, Commissioner Briggs Dunn has already resigned, and Commissioner Jason Young is moving out of the City. There are some potential new Commissioner's that hopefully will be presented at the next City Council meeting for confirmation.

**ADJOURNMENT: Meeting adjourned by Commission Vice-Chair Canate at 6:23 p.m.**

Respectfully submitted:



Sheena Dickerman  
City Recorder

Reviewed by:



Matt Straite  
Community Development Director