



Approved: November 1, 2022

## PLANNING COMMISSION MINUTES

4222 NE Old Salem Road

Millersburg OR 97321

October 4, 2022

6:00 pm

A. CALL TO ORDER: Commission Chair Anne Peltier called the meeting to order at 6:00 pm.

B. ROLL CALL:

Members Present: Chair Anne Peltier, Commissioners Wil Canate, Ryan Penning, Caryl Thomas and Jason Young

Members Absent: Monte Ayers and vacant position

Staff Present: Matt Straite, Community Development Director; Sheena Dickerman, City Recorder; Forrest Reid, City Attorney, and Kevin Kreitman, City Manager

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

C. MEETING MINUTE APPROVAL

Approval of September 20, 2022, Planning Commission Work Session Minutes

**ACTION: Motion to Approve the minutes as written by Commissioner Ryan Penning; seconded by Commissioner Wil Cante.**

Chair Peltier: Aye

Commissioner Canate: Aye

Commissioner Penning: Aye

Commissioner Thomas: Aye

Commissioner Young: Aye

**Motion Passed: 5/0**

D. PUBLIC HEARING

**6:02 p.m.**

File No: DC 22-01 Urban Growth Boundary Amendment (Comprehensive Plan Amendment) & Land Use/Zoning designations

**Chair Peltier opened the public hearing at 6:02 p.m.**

Declarations by the Commission

No commissioners had a conflict, ex parte contact or abstained from participating.

Staff Report

Community Development Director Matt Straite presented the staff report\*.

Straite explained the background about making room for industrial development as some of the land that was in the General Industrial Zone was not suitable for development. The land is heavily wooded, has access issues and is a FEMA designated floodway. At the August City Council meeting Site A was removed from the City but was not removed from the Urban Growth Boundary (UGB). He explained that doing a UGB swap will be easier because the City is not adding more acreage and the

Comprehensive Plan and Zoning designation will remain the same. This amendment requires an alternative analysis which is in the staff report.

Straite mentioned that City limits is not being proposed to change. Changes to City limits happens only during an annexation, but by adding Comprehensive Plan and Zoning designation to the amended area now would help the process when the property is annexed into the City.

Peltier asked if the property was developable. Straite explained that it was developable as industrial.

Straite described the State, County and City criteria that must be met for the UGB amendment.

Peltier asked if all properties within a UGB are the jurisdiction of the Counties. Straite affirmed. He added that there are agreements between counties and cities regarding the reviewing processes, cities are included if property is within the UGB, but it is the County's jurisdiction.

Straite shared a letter from the Department of Land Conservation and Development\*. The DCLD supports the project but requested a couple of revisions to the Alternatives Analysis.

Peltier asked what the additional revisions were. Straite shared that the DCLD asked for it to be clear that there were only three Goal requirements not six that were presented in the Alternatives Analysis.

Peltier asked about if they were concerned about it being industrial. Straite replied no because it was being swapped from industrial.

#### Public Testimony

None.

#### Discussion

Commissioner Ryan Penning asked about the ownership of the "yellow" property presented in the presentation\*. Straite said that a portion was owned by the City and the other portion is owned by the same owner of the property that was exchanged. Peltier clarified that it was the same property owner for Site B. Straite affirmed.

**ACTION: Motion to make recommend approval of DC-22-01 to City Council because all applicable criteria are met, all finding of fact are included in the staff report and implementing ordinance was made by Wil Canate; seconded by Commissioner Jason Young.**

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

**Motion Passed: 5/0**

**Chair Peltier closed the public hearing at 6:21 p.m.**

E. PLANNING UPDATE

6:22 p.m.

Straite said the State has recently passed a Climate Friendly Equitable Communities Act that he would bring to a workshop next month, to talk about parking lot revision requirements. He added that at the Planning Commission meeting in November there will also be a new industrial proposal that will be presented.

ADJOURNMENT: Meeting adjourned by Commission Chair Peltier at 6:24 p.m.

Respectfully submitted:

Reviewed by:



Sheena Dickerman  
City Recorder

Matt Straite  
Community Development Director

\*Documents discussed or presented at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cityclerk@cityofmillersburg.org](mailto:cityclerk@cityofmillersburg.org)