

**Woodburn Planning Commission
Meeting Minutes
April 13, 2023**

Convened: The Planning Commission met at 7:01 p.m. both in person and through a public online/virtual session via Microsoft Teams.

Roll Call:

Chair	Piper	Present
Vice-Chair	Ellsworth	Present
Commissioner	Hernandez-Mejia	Present
Commissioner	Berlin	Present
Commissioner	Corning	Present
Commissioner	Bartel	Present
Commissioner	Lassen	Present

Staff Present:

Chris Kerr, Community Development Director
Colin Cortes, Senior Planner
Dan Handel, Planner
McKenzie Granum, Assistant City Attorney

Introduction: Chair Piper called the meeting to order at 7:01pm and asked **staff** to begin roll-call. **Chair Piper** led everyone through the Pledge of Allegiance.

Minutes: Chair Piper brought up the minutes for **March 23, 2023**. He asked for a motion to approve of these minutes. **Vice-Chair Ellsworth** motioned to approve of the minutes from **March 23, 2023**. **Commissioner Berlin** seconded. The vote was unanimous and the minutes of **March 23, 2023**, were approved.

Business from the Audience: Tina Stinnett, 180 S. 2nd Street, Woodburn, OR 97071. Ms. Stinnett gave some background on herself, such as she grew up here in Woodburn until the age of 9 years old and it was the time of the '70s and she said it was a lovely time to grow up in Oregon. She then moved to Salem, Oregon and went to school there. She had a great aunt living in the house she currently owns, and **Ms. Stinnett** would be visiting Woodburn about every other weekend. **Ms. Stinnett** stated that she has seen the development of Woodburn over the years and seen what has changed and what hasn't. **Ms. Stinnett** stated that she doesn't have a lot of things to say tonight but had a lot of questions to ask the **Planning Commission**, mostly regarding issues from 20 years ago. **Ms. Stinnett** first question is about the significant upgrades that public buildings, like the Benjamin Franklin building had to undertake due to the earthquake and where did the funding that both federal and state governments provided to the **City** went. Before the **Planning Commission** could answer, **Ms. Stinnett** continued about her time in the Benjamin Franklin building and other old landmarks of Woodburn. She asked if any business was going on, where the old Texaco Gas Station was located and if so, what type of business it would be. **Ms. Stinnett** then referenced the mayor of Woodburn at the time and was curious to know what would happen to the building's he used to own and if any business were going in and will those business get any funding to help establish them. **Ms. Stinnett** commented that she liked the idea of the improved area behind Metropolis in the Downtown Plaza that the **City** did. In her opinion, she thinks that the city should put plants and trees that are native to Oregon, such as daisies and trees that provide shade.

Chair Piper started to answer **Ms. Stinnett's** questions, first about the historic city hall and the fire station. A year ago, the building was approved for a senior living facility, and he also noticed the windows and asked **Community Development Director Chris Kerr** for more information. **Director Kerr** said that the project was approved and it's still in its building permit process. **Ms. Stinnett** then commented that she's concerned for the senior citizens living in that area, due to the train passing through making noise. She personally

thinks that a different business is suitable in that area instead of a senior living facility. She commented that downtown Woodburn could use renovation and make the area nice again. She said it's nice currently but could benefit from more improvement. **Director Kerr** told Ms. Stinnett that the **City** is currently going through a parks and open space master plan. It's essentially where the city makes decisions of how parks and open spaces would look like and how they are going to get funded. **Director Kerr** offered to provide **Ms. Stinnett** with information if she would like to have it.

Chair Piper answered the other questions about the Texaco and the old bike shop, stating that there are no plans for development for those places as of late. **Director Kerr** followed up with that those properties are privately owned, and the City hasn't received plans for development. He mentioned that those properties are currently vacant. **Vice-Chair Ellsworth** explained how the funding worked to revitalize downtown and the Downtown Advisory Review Subcommittee (DARS) helps with those efforts. There are steps that the applicants must take first before receiving aid and she mentioned **Economic Development Director Jamie Johnk** or **Community & Economic Development Analyst Maricela Guerrero**, as either of them can help **Ms. Stinnett** answer more of her questions. **Chair Piper** thanked **Ms. Stinnett** for her time, and he moved on to communications.

Communications: **Chair Piper** stated that items 6c and 6d on the agenda, Nellie Muir Elementary & Washington Elementary Schools [CU 22-07 & CU 22-08], had been withdrawn by request from the applicant. Therefore, those items will not be part of the public hearings tonight.

Public Hearings:

CU 22-05, DR 22-20, & SA 22-13

Chair Piper opened the public hearing for **CU 22-05: Heritage Elementary School at 440 Parr Rd, with DR 22-20 & SA 22-13**. He explained that it's a conditional use application for two large open-air shelters, both attached, and for outdoor play.

Chair Piper asked the **Commission** if there were any declarations, potential conflicts of interests, *ex-parte* contacts, or site visit and there was one from **Commissioner Hernandez-Mejia**. She wanted to point out that she is one of the board members for the Woodburn School District. **Commissioner Hernandez-Mejia** stated that she can hold an impartial vote but understands if there are any inclinations or anyone who strongly feels otherwise, she will also be happy to step back from voting. **Chair Piper** asked if there were any challenges to the **Commission** and there were none.

Chair Piper asked for the public hearing statement and **Assistant City Attorney McKenzie Granum** read the statement.

After the statement, **Senior Planner Colin Cortes** presented the staff report for **CU 22-05: Heritage Elementary School at 440 Parr Rd, with DR 22-20 & SA 22-13**. **Senior Planner Cortes** explained that the application before the **Planning Commission** is a conditional use application that pertained to the campus of Valor Middle and Heritage Elementary Schools. The application is about a proposed outdoor/open air shelter. **Senior Planner Cortes** stated that three land-use application types are Type III and he entered the staff report and its attachments into the record. He began his presentation. After he concluded his presentation, he asked the **Planning Commission** if they had any questions.

Commissioner Corning asked if they need to view each one of the outdoor/open air structures separately. **Senior Planner Cortes** answered yes and that there's two campuses and this application package is for Valor Middle and Heritage Elementary schools.

Testimony by the Applicant: There are two: Marlene Gillis, 3708 NE 136th Place, Portland, OR 97230 & Noel Hygelund, 12511 S. Union Hall RD, Canby, OR 97013. **Applicant Gillis** stated that the Woodburn School District reached out to her team a while ago to contract the work for the play structures for the elementary and middle schools. She stated that the reason for Nellie Muir and Washington's application withdrawal was due to budget issues. **Applicant Gillis** stated that the school district wanted to move

forward with the applications with the two campuses, especially the middle schools since they don't have a covered area to play outside. She explained that the school district wanted to add extra P.E time for the students and that it was them who wanted to try to improve that environment, so students had the opportunity to play outside during bad weather. **Applicant Gillis stated** that the other goal for the project is for community support and development, with the idea that in the evenings and weekends, these would have basketball courts and places that community members can use these environments. **Mr. Hygelund** stated that he is the new facilities supervisor and he's been tied to the project for about a week and a half. He's here tonight to help explain the experience, while catching up on the details for the project's plan.

Commissioner Berlin asked the applicants to explain the structure. **Applicant Gillis** stated that it's a covered play structure. It's essentially a way for students to have the ability to play outside for recess and with the structure being covered, the students stay dry. **Commissioner Corning** asked if the play covered area would be opened to the public on weekends. **Applicant Gillis** answered to her understanding and that it might be more of a question for the district, but the campuses would be open and available. The school district controls access to the facilities and resources during school hours, due to security reasons, but the community can access the fields, the playgrounds, and other amenities they have access to during the weekends. **Mr. Hygelund** added that it'll be for both informal and formal use. He explained that there is a process for facility use and organizations, groups and individuals can request facilities for a specific use. These requests are usually planned like events or sport competitions. As for informal, people would simply use the playgrounds.

Vice-Chair Ellsworth asked if there will be seating, but overall is wondering how the area would look underneath the outdoor shelter. **Applicant Gillis** explained that the students would be using it for recess and it's a way for the kids to have a space outside for playing without getting caught in the weather. **Applicant Gillis** continued by saying that they want the outdoor play cover to be open to the rest of the playground, to capture the recess experience and encourage students to be outside. She stated if the weather was too cold, then students might not want to be outside. However, because there is a lot of inclement weather in Oregon, where the temperature is alright but it's pouring rain, the outdoor structure can keep them dry and still give students an opportunity to have recess outside. **Commissioner Berlin** asked where the structure will be located and whether the structure will be boxed in with walls. **Applicant Gillis** answered that it will be directly adjacent to the school, so they have a little joint for seismic [bracing] because they won't be connecting them structurally, and it's essentially 6 inches off the surface of the building.

Mr. Hygelund offered to answer the concerns the **Planning Commission** has on the project. He said outdoor recess is difficult in Oregon, due to the inclement weather. **Mr. Hygelund** referenced his past job as a school principal and how he would have to coordinate and make schedules adapt to the inclement weather. He continued explaining that during lunches, there will still be special program classes going on, such as P.E. These types of classes are impacted the most when inclement weather was a factor from letting the kids have outside recess. As a result, students were either allowed in the gym and halting P.E. classes or they were granted inside recess but cannot be as active as they would be at recess.

Applicant Gillis added one more reason. The main concern is supervision of the students. She stated that sometimes there is only one or two adults available to watch the students and it would be better to have the students be in the surrounding area and be able to see them. Hence the reason why they wouldn't be able to put solid walls in. **Chair Piper** moved on to testimony by proponents and opponents, for anyone who wanted to speak in favor or against the proposed project.

Testimony of Proponents/Opponents: Tina Stinnett, 180 S. 2nd Street, Woodburn, OR 97071. **Ms. Stinnett** commented that she had been over to the Heritage Elementary School and complimented that it's a very nice building and property. She said that she noticed that there's a very large park next to the school, referring to Centennial Park. She moved on by saying that she was a student at St. Luke's School, and it rained a lot during her school years, and they had a gym, and they would use it for everything. She asked **Applicant Gillis** if the Heritage and Valor schools had gyms and **Applicant Gillis** said yes. **Ms. Stinnett** then asked if the gym was being used during the lunch period by other classes. **Applicant Gillis** said yes to the P.E. classes. **Ms. Stinnett** moved on to talking about the time St. Luke's used the gym to taught

classes in for a year, due to a furnace causing a fire on the main building. She asked if that was the reason why the gym was being used at those two schools and **Applicant Gillis** said no, only the P.E. classes. **Ms. Stinnett** stated her opinion that a project like this would be nice in the big park beside the schools, referring to Centennial Park. As she believed it would benefit from a cover over the basketball court, especially since there is an apartment complex across the road from the park. **Ms. Stinnett** concluded with a few ideas about improving Centennial Park, such as adding a dog park, barbeque stations, and structure covers for other areas.

Rebuttal by Applicant: Chair Piper asked the applicants how many students attend these schools. **Mr. Hygelund** stated a number that was inaudible but made Chair Piper said that's a lot of kids to put in a gymnasium. **Applicant Gillis** clarified that there will be two separate structures for two separate schools, even though the schools are connected. The larger structure out of the two will be for the middle school is the priority. **Applicant Gillis** stated that the park idea for recess wouldn't be a good solution, as this goes back to the supervision and safety of the students at recess. The school district wouldn't allow the removal of students from the property for recess. **Applicant Gillis** stated the cover structure would be a better solution because it would keep students in the same area and provide supervision, while protecting them from the rain and can enjoy recess.

Chair Piper closed the public hearing and moved to the deliberation. **Commissioner Corning** stated that it's a good idea and she liked that the structure would be open to the public. She commented that her grandson would like it, since he told her that there aren't places to play basketball in Woodburn. **Vice-Chair Ellsworth** stated that it's a fabulous idea and the outdoor cover would also provide shade on those very warm days of the school year. **Commissioner Lassen** stated that some very good information was presented today to give context about what's going on with the schools. He also mentioned that he liked the presentation.

Chair Piper entertained a motion. **Commissioner Corning** moved that the **Planning Commission** approved of **CU 22-05: Heritage Elementary School at 440 Parr Rd, with DR 22-20 & SA 22-13**, subject to the condition of the staff report recommendations for approval and order to be prepared for the signature of the **Chair**. **Vice-Chair Ellsworth** seconded. **Chair Piper** stated that the motion has been moved and seconded. **Chair Piper** asked for all of those in favor and the vote was unanimous, therefore **CU 22-05: Heritage Elementary School at 440 Parr Rd, with DR 22-20 & SA 22-13** was approved.

CU 22-06, DR 22-21, SA 22-14

Assistant City Attorney Granum clarified to the Planning Commission that they only approved of the Heritage/Valor site's proposed project and that they need to open a new hearing for Lincoln/French Prairie. She stated that while both public hearings are similar, they have different site plans and address, therefore a new public hearing needs to be opened.

Chair Piper opened the public hearing for **CU 22-06: Lincoln Elementary School at 1041 N Boones Ferry Rd, with DR 22-21 & SA 22-14**. He explained that it's a conditional use application for two large open-air shelters, both attached, and for outdoor play.

Chair Piper asked the **Commission** if there were any declarations, potential conflicts of interests, *ex-parte* contacts, or site visit and there were a few. **Commissioner Hernandez-Mejia**. She wanted to point out that she is one of the board members for the Woodburn School District and that her daughter attends Lincoln Elementary School. **Commissioner Hernandez-Mejia** stated that she can hold an impartial vote but understands if there are any inclinations or anyone who strongly feels otherwise, she will also be happy to step back from voting. **Commissioner Bartel** stated that she drives by the site every day, for her to get to and from work. **Chair Piper** asked if there were any challenges to the **Commission** and there were none.

Chair Piper asked for the public hearing statement and **Assistant City Attorney McKenzie Granum** read the statement.

After the statement, **Senior Planner Cortes** presented the staff report for **CU 22-06: Lincoln Elementary School at 1041 N Boones Ferry Rd, with DR 22-21 & SA 22-14**. **Senior Planner Cortes** explained that the application before the **Planning Commission** is a conditional use application that pertained to the campus of French Prairie Middle and Lincoln Elementary Schools. The application is about proposed outdoor/open air shelters. **Senior Planner Cortes** stated that three land-use application types are Type III and he entered the staff report and its attachments into the record. He began his presentation. After he concluded his presentation, he asked the **Planning Commission** if they had any questions. Since there were no questions, **Chair Piper** moved onto testimony by the applicant.

Testimony by the Applicant: Marlene Gillis, 3708 NE 136th Place, Portland, OR 97230 & Noel Hygelund, 12511 S. Union Hall RD, Canby, OR 97013. **Applicant Gillis** stated that the proposed project is like the previous project earlier tonight. **Applicant Gillis** pointed out that the buildings are sited slightly differently, due to the conditions of the two schools on the site and where these structures needed to go for traffic flow. **Applicant Gillis** compared the other structures that will be at Heritage/Valor, as they will be right up against the building, while the ones for Lincoln/French Prairie will be more independent and freestanding, and both will be surrounded by existing playgrounds. **Applicant Gillis** did some quick research and between the schools, they have about 600 students each, so that's about 1,200-1,300 combined in those two schools.

Chair Piper asked if there were any questions for the applicant and there were none. **Chair Piper** moved on to testimony by proponents & opponents, for anyone who wanted to speak in favor or against the proposed project.

Testimony of Proponents/Opponents: None.

Hearing none, **Chair Piper** closed the public hearing and moved to the deliberation. **Commissioner Bartel** stated that she fully supports this project and said it's a great idea.

Chair Piper entertained a motion. **Commissioner Corning** moved that the **Planning Commission** approve of **CU 22-06: Lincoln Elementary School at 1041 N Boones Ferry Rd, with DR 22-21 & SA 22-14**, subject to the condition of the staff report recommendations for approval and order to be prepared for the signature of the **Chair**. **Vice-Chair Ellsworth** seconded. **Chair Piper** stated that the motion has been moved and seconded. **Chair Piper** asked all of those in favor and the vote was unanimous, therefore **CU 22-06: Lincoln Elementary School at 1041 N Boones Ferry Rd, with DR 22-21 & SA 22-14** was approved.

DR 22-24 & VAR 22-13

Chair Piper opened the public hearing for **DR 22-24: Fleet Sales West Shop Building at 2175 N. Pacific Hwy, with VAR 22-13**.

Chair Piper asked the **Commission** if there were any declarations, potential conflicts of interests, *ex-parte* contacts, or site visits and there was one. **Commissioner Corning** made a site visit and unintentionally met the manager of the business. **Chair Piper** asked if that would impact her decision making and **Commissioner Corning** said no. **Chair Piper** asked if there were any challenges to the **Commission** and there were none.

Chair Piper asked for the public hearing statement and **Assistant City Attorney Granum** read the statement.

After the statement, **Planner Dan Handel** presented the staff report for **DR 22-24: Fleet Sales West Shop Building at 2175 N. Pacific Hwy, with VAR 22-13**.

Commissioner Hernandez-Mejia asked if the landscaping in the public right-of way will be maintained. The reason why she is asking is to make sure that cars would be able to see oncoming traffic or pedestrians. **Planner Handel** explained that one of the things **Staff** reviews for is vision clearance triangles, which is

measured with a 10ft x 10ft triangle on either side of the driveway. He mentioned the height limits of any sort of structures or landscaping and the height limit is 3 ½ feet. **Planner Handel** stated that it's the one thing staff does for maintaining a good vision clearance for intersections and driveways. **Planner Handel talked about the work that Fleet Sales West Shop does**, such as creating the shell of the vehicle and customizing vehicles for companies. He also mentioned that the applicant will also paint new lines for a couple of new parking stalls on the existing asphalt area.

Testimony by the Applicant: Merle Wood, 6813 Arbor Wood Ct. NE Keizer, OR 97303. **Applicant Wood** addressed how the vehicles will pull out onto HWY 99. He explained that from the curb, the 6ft easement of greenery and the 6ft sidewalk, there is going to be about 16ft of open area that someone will be able to see through. The property's driveway going out, a vehicle would have to turn South on HWY 99 and to go North of HWY 99, a vehicle would have to go into a left turn, and both are visible. **Applicant Wood** stated that the bad part is South from the location, a left turn lane where vehicles are trying to get into the mall is a bad spot traffic wise. **Applicant Wood** assured that the property's driveway is far away from that area. He mentioned that visitors can drive through the gas station and their parking lot with their facility is adjoined with the gas station. Individuals can also exit on the North side of the gas station, which has a 40-60ft view of visibility. **Applicant Wood** mentioned that semi-trucks go in and out daily, and it's accessible.

Commissioner Berlin asked about the lighting of the property. **Applicant Wood** explained that they will be putting about 6 weather packs on the new building, and they put about 5-6 or 8 weather packs on the North side of the building. He mentioned that he read the report and stated that it said that they can upgrade the lights that were on 99. Since there are none existing now, they are proposing a two-way light that goes out. If it's allowable, the light will go out to 99 and try to get some lighting back onto their property. **Commissioner Corning** asked what a weather pack was, and **Applicant Wood** explained it's the lights that sit on the walls that are usually squared shape and bright. He added that these lights turn on and off with an eye, hence why they turn on at night. **Applicant Wood** continued by adding that if someone placed them about 16 ft in the air, the lights would put about 60-80ft circle of light.

Commissioner Berlin asked about the landscaping near the storage area. **Applicant Wood** explained the landscaping near the storage area and in front of the trucks, they are nothing more than about 4ft tall. He pointed to an image in the presentation with the driveway and fence, giving an example of how tall their landscaping is, compared to the height of the fence. **Applicant Wood** stated that he did submit a landscape drawing and they will fulfill the request of placing a certain amount of different tree sizes, which they are currently doing now to follow all the requirements. He stated that they would be happy to give the area a bigger buffer zone to ensure vehicles safely move in and out. **Applicant Wood** mentioned the easement which has been discussed with him and **Staff** and has a proposal of what he can do with the easement. **Staff** wanted him to put in an asphalt attachment to the mall area and he demonstrated on the image of the property of where it will be placed. **Applicant Wood** talked more about the landscaping changes on the property to make the property more presentable.

Chair Piper asked if there were any questions for the applicant and there were none. **Chair Piper** moved on to testimony by proponents & opponents, for anyone who wanted to speak in favor or against the proposed project.

Testimony of Proponents/ Opponents: None.

Hearing none, **Chair Piper** closed the public hearing and moved to the deliberation. **Chair Piper** commented that he believes that this is a great project, but the one thing that bugged him was the fee cost of being able to bury powerlines underground. He talked about the other times the city could've put underground powerlines but refused to do so back then when the intersection was placed. **Chair Piper** commented that underground powerlines are wonderful, but it's not fair to make the applicant pay for all of it. His concern is that the money that the **City** will collect from the applicant would sit in a fund for decades, until there is enough for the city to use to bury powerlines, even though the WDO allows it. Ultimately, he recognized the purpose for why the WDO requires burying powerlines and accepted the condition as written.

Commissioner Corning commented on the mature landscaping located at the southern boundary of the property, that has a mature hedge about 5ft tall, with a fence reinforcing it. She liked that it hides the trucks and very nice landscaping around the building. **Chair Piper** gave some historical facts about the property's building and likes that **Applicant Wood** is taking the time to improve the site. **Vice-Chair Ellsworth** commented on how nice looking the property is and can't wait to see more landscaping added to the site. She agreed with **Chair Piper's** statement about underground powerlines and is happy that the **Planning Commission** isn't pushing that responsibility to **Applicant Wood**. **Commissioner Bartel** stated that she agreed with all the comments her fellow **Planning Commissioners** had said so far. **Commissioner Hernandez-Mejia** commented that she's happy to hear **Chair Piper** mention what was happening in the past, in terms of development in Woodburn. It helps her learn a bit more backstory about past projects or development code from the past that gives her context to why the code is the way it is now. **Commissioner Hernandez-Mejia** complimented the applicant's willingness to collaborate with **Staff** and see what works best for the **City** and themselves.

Chair Piper entertained a motion. **Commissioner Corning** moved that the **Planning Commission** approve of **DR 22-24: Fleet Sales West Shop Building at 2175 N. Pacific Hwy, with VAR 22-13**, subject to the staff report and its conditions of approval, and an order be prepared for the signature of the **Chair**. **Vice Chair Ellsworth** and **Commissioner Hernandez-Mejia** seconded. **Chair Piper** stated that the motion has been moved and seconded. **Chair Piper** asked all of those in favor and the vote was unanimous, therefore **DR 22-24: Fleet Sales West Shop Building at 2175 N. Pacific Hwy, with VAR 22-13** was approved.

ANX 23-01 & ZMC 23-01

Chair Piper opened the hearing of **ANX 23-01: 8908 Parr Rd Annexation at 8908 Parr Rd NE, with ZMC 23-01**.

Chair Piper asked the **Commission** if there were any declarations, potential conflicts of interests, *ex-parte* contacts, or site visits and there were none. **Chair Piper** asked if there were any challenges to the **Commission** and there were none.

Chair Piper asked for the public hearing statement and **Assistant City Attorney Granum** read the statement.

After the statement, **Planner Handel** presented the staff report.

Commissioner Corning asked if the annexation would be part of Brighton Pointe or a separate division that looks like it's part of Brighton Pointe. **Planner Handel** said it would be a separate and the ownership is separate. **Planner Handel** wanted to show the **Planning Commission** that the **Staff** is looking at how it would connect to the overall site, and it would be something that **Staff** would be looking for through future review of whatever is proposed. **Planner Handel** explained that there are two street stubs that will connect to this proposed property on the South & West side, as he pointed out as an example of what could be placed in that area like single family homes. After his presentation, he asked if the **Planning Commission** had any questions.

Testimony by the Applicant: Steve Kay, from Cascadia Planning Development Services, PO Box 1920 Silverton, OR 97381. **Applicant Kay** is assisting the property owner with the annexation application. He mentioned that the site is a 3.25-acre site and it's located near an island of incorporated county land on the South side of Parr Road. The property of the proposed annexation will be surrounded on three sides of the city limits of Woodburn. **Applicant Kay** stated that the annexation of this smaller territory will permit the extension of public facilities and services between those adjacent subdivisions in a logical and proficient manner. **Applicant Kay** stated that there is no developmental plan for this property now, but the concept plan that was submitted with the application illustrated how the property could be developed to meet the RMN zone standards. He mentioned that he and the applicant reviewed the staff report and its findings, and both agreed that it met all the criteria for approval for the annexation and zone change. **Applicant Kay**

stated that he and the applicant would appreciate a recommendation from the **Planning Commission** for the proposal, and he is available for any questions.

Chair Piper asked if there were any questions for the applicant and there were none. **Chair Piper** moved on to testimony by proponents & opponents, for anyone who wanted to speak in favor or against the proposed project.

Testimony of Proponents/Opponents: None.

Hearing none, **Chair Piper** closed the public hearing and moved to the deliberation. **Vice-Chair Ellsworth** stated that the project made sense and **Commissioner Hernandez- Mejia** agreed. **Chair Piper** also agreed, stating that it was past due and needed to happen.

Chair Piper entertained a motion. **Commissioner Corning** moved that the **Planning Commission** recommend the **City Council** approve of **ANX 23-01: 8908 Parr Rd Annexation at 8908 Parr Rd NE, with ZMC 23-01**, subject to the staff report recommendations for approval. Both **Commissioner Hernandez-Mejia** and **Vice-Chair Ellsworth** seconded. **Chair Piper** stated that the motion has been moved and seconded to recommend the annexation at 8908 Parr Rd. **Chair Piper** asked all of those in favor and the vote was unanimous, therefore **ANX 23-01: 8908 Parr Rd Annexation at 8908 Parr Rd NE, with ZMC 23-01** recommendation was approved.

Business from the Commission: Vice-Chair Ellsworth made a statement. She mentioned the street in her neighborhood. She pointed out if two cars were driving on either side of the road, there wouldn't be enough room. This moment made her think and realized what they do as a Planning Commission is important, as they make sure new development benefits the community and make sure the small things get noticed. She stated that probably when her neighborhood was being developed, no one considered the small things like the size of the road or how wide the sidewalk would be.

Commissioner Corning wanted to address something that both her and **Commissioner Berlin** saw at the **City Council Meeting** that was on Monday. She pointed out that there were seven items that came before the City Council that the Planning Commission approved lately. **Director Kerr** confirmed that it was seven items and gave praise to **Planner Handel**, who was the presenter for several item presentations that he presented in front of the **City Council** and stated that **Planner Handel** did an excellent job.

Staff Update: Director Kerr stated that there are a few updates for the **Planning Commission**. He stated that they will have a meeting on April 27, 2023, and explained that it would be an annexation for a right-of-way out of Parr & Butteville RD. He explained that the idea is that the **city** is looking to take jurisdiction of an intersection that is currently in **Marion County**. **Director Kerr** mentioned that there will be a tree code discussion workshop and asked **Planner Handel** if he had any items for the next meeting.

Planner Handel stated that his item will be Boones Crossing's Phase 6.

Commissioner Bartel asked **Director Kerr** what the chances are of the **city** taking over proposed road from the county, as she commented on that it's the most complained about problem and his response wasn't a confirming or denying their chances. **Director Kerr** talked about the **City Council** meeting and how busy it was due to many land-use items and provided an update. The **City Council** heard the Brighton Pointe Annexation Subdivision, which was recommended for approval with a 4-2 vote. **Staff** will bring it back to **City Council** to formalize the ordinances and the final conditions of approval. **Director Kerr** said that there were no changes to the conditions and was approved as recommended.

The other item was a small annexation but no plans for development on the East side of town, across the street from Safeway. **Director Kerr** explained that the **City Council** can also review and can call up for their own review on decisions for land-use items that he and the **Planning Commission** made. **Director Kerr** explained that the **City Council** called up the U-Haul application during that Monday meeting. The U-Haul application will be part of a public hearing from the **City Council** and it will take place around May 22, 2023.

Vice-Chair Ellsworth asked **Director Kerr** when the **Planning Commission** will hear from **City Administrator Scott Derickson**. **Director Kerr** answered that he will try to have **City Administrator Derickson** stop by soon, as he was scheduled to stop by at a previous **Planning Commission Meeting**, but that meeting was canceled.

Director Kerr wanted to give kudos to **Commissioner Corning**, as she attended the first meeting of the Buildable Lands Inventory and the Economic Opportunity Analysis. He continued by mentioning that **Commissioner Corning** is part of the **Technical Advisory Group (TAG)**, to look at the data analysis and meet with the consultant. **Director Kerr** praised her for her contribution and reading all the documents. All this work is to ensure that that the **city** can create an Urban Growth Boundary Amendment (UGB) to bring in more land from the Southwest area of Woodburn's City Limits for industrial land.

Adjournment: Chair Piper entertained a motion to adjourn. **Vice-Chair Ellsworth** moved that the **Planning Commission** adjourn. Commissioner Hernandez-Mejia seconded. **Chair Piper** asked all of those in favor and the vote was unanimous and the meeting was adjourned at 8:38pm.

Approved _____
Charles Piper
Chair of Planning Commission
City of Woodburn, Oregon
Date _____

Attest _____
Chris Kerr, AICP
Community Development Director
City of Woodburn, Oregon
Date _____