

**Woodburn Planning Commission
Meeting Minutes
June 13, 2024**

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	Ellsworth	Present
Vice-Chair	Hernandez-Mejia	Present
Commissioner	Bartel	Present
Commissioner	Berlin	Present
Commissioner	Bravo	Absent (Excused)
Commissioner	Corning	Present
Commissioner	Lassen	Present

Staff Present:

Chris Killmer, Assistant City Attorney
 Chris Kerr, Community Development Director
 Colin Cortes, Senior Planner
 Heidi Hinshaw, Associate Planner

Introduction: Chair Ellsworth opened the meeting at 7:01 p.m. and asked Staff to begin roll-call. Chair Ellsworth led everyone through the Pledge of Allegiance.

Minutes: Chair Ellsworth asked for any corrections, additions, or modifications for the May 23, 2024 minutes; there were none. She entertained for a motion. Commissioner Lassen made a motion to approve of the minutes. Vice-Chair Hernandez-Mejia seconded. The vote was unanimous with 6-0, and the minutes were approved.

Business from the Audience: None.

Communications from Staff: None.

Public Hearing:

DR 24-05

Chair Ellsworth opened the public hearing for DR 24-05: 1274 N. 5th St. Nuevo Amanecer Apartments and gave a quick summary about this public hearing item. Chair Ellsworth asked if there were any conflicts of interest, ex-parte contacts, or site visits. Vice-Chair Hernandez-Mejia wanted to let the Commission know that she used to work at Nuevo Amanecer, but she still can make an impartial decision. Chair Ellsworth asked if there was anyone else who needed to disclose anything to the Planning Commission, which there was none. She asked if there were any challenges to the Commission and there were none. Chair Ellsworth asked for the public hearing statement.

Assistant City Attorney Chris Killmer read the public hearing statement.

After the statement, Community Development Director Chris Kerr reintroduced Associate Planner Heidi Hinshaw to the Planning Commission, as she will be the one to present the presentation. Associate Planner Hinshaw gave her presentation for DR 24-05: 1274 N. 5th St. Nuevo Amanecer Apartments. She entered the staff report, its attachments, and any written testimony into the record. After the presentation, she asked if anyone had any comments or questions. Commissioner Corning asked what Staff meant by ‘consolidated applications,’ which Associate Planner Hinshaw explained as a small

typo, as there is only one land use application for this project. **Associate Planner Hinshaw** asked if there were any other questions and there were none. **Commissioner Berlin** said she's in favor of the project. **Associate Planner Hinshaw** introduced **Ron Berkey**, the applicant for the project.

Testimony by the Applicant: Ron Berkey, Principal Development Lead from Ron Berkey Construction, PO BOX 1129, McMinnville, OR 97128. Applicant **Berkey** explained the project and how the structure would be constructed. **Chair Ellsworth** asked if any of the **Commissioners** had any questions, which there were none. **Commissioner Bartel** stated that she's also in favor of the project.

Christian Meneses-Zurita, Assistant Manager for Farmworker Housing Development Corporation, 1274 5th St. Suite 1A Woodburn, OR 97071. Mr. **Meneses-Zurita** stated that he's been working closely with Applicant **Berkey** on this project. Mr. **Meneses-Zurita** explained that it's important to have a covered structure for the kids to play in, especially during both the rainy and warm summer seasons. It would also benefit any community gatherings and events they would hold for the residents.

Chair Ellsworth moved on to the testimony of proponents and opponents.

Testimony by the Proponents: None.

Testimony by the Opponents: None.

Since there was no testimony, there is no need for a rebuttal. **Chair Ellsworth** closed the hearing and moved onto deliberation. **Commissioner Bartel** commented that the project is thoughtfully done, and she thinks it will add a lot of value to the area. She continued by saying that it will look beautiful and again she's in favor of the project. The **Commissioners** agree with **Commissioner Bartel's** statement.

Chair Ellsworth entertained a motion. **Commissioner Corning** moved that **DR 24-05: Covers for Play Structure & Outdoor Event Area at Nuevo Amanecer Apartments 1274 N. 5th St.** be approved by the **Planning Commission**, according to the conditions of the staff report and that a final decision to be prepared for the signature of the **Chair**. **Commissioner Berlin** seconded. **Chair Ellsworth** asked all those in favor and the vote was unanimous. Therefore, **DR 24-05: Covers for Play Structure & Outdoor Event Area at Nuevo Amanecer Apartments 1274 N. 5th St.** was approved.

ANX 24-01

Chair Ellsworth opened the public hearing for **ANX 24-01: 1025 Brown Street Annexation** and gave a quick summary about this public hearing item. **Chair Ellsworth** asked if there were any conflicts of interest, ex-parte contacts, or site visits. **Chair Ellsworth** stated that she lives on Wilson, which is close by to the project site, but she still can make an impartial decision. She asked if there were any challenges and there were none. **Chair Ellsworth** asked for the public hearing statement.

Assistant City Attorney Killmer read the public hearing statement.

After the statement, **Senior Planner Colin Cortes** gave his presentation for **ANX 24-01: 1025 Brown Street Annexation**. He entered the staff report and its attachments into the record. After the presentation, he asked if anyone had any comments or questions. **Commissioner Berlin** asked about the zoning for the proposed property, which the property would be **Single-Family Residential (RS)** if annexed in. She thought that type of housing wouldn't be permitted, due to the housing law allowing multiple housing options. **Director Kerr** answered that she is correct about the proposed annexed property would be **Single-Family Residential (RS)**. He mentioned the slight modification in the last few years to the requirement by the State to allow for Middle Housing on these properties, such as duplexes, triplexes, quadplexes, cottage clusters and single family. **Commissioner Berlin** commented that with those new laws developers can't restricted to a standard single-family type and **Director Kerr** said that's correct.

Chair Ellsworth asked if there were any more questions or comments from the **Commission**. Since there were none, she moved onto the testimony of the applicant.

Testimony by the Applicant: Bryan Caveness, from Stafford Development Company & Stafford Home and Land, as he's the owner, 9940 SW Holly Ln # 200 Wilsonville, OR 97070. Applicant Caveness thanked **Staff** for their efforts, as they've been working with him since January 2024 and hopes to continue the good communication with **Staff**. He noted Stafford Homes' past projects, such as the Smith Creek and he would like Stafford Homes to continue being part of being able to provide good housing opportunities for the City of Woodburn. **Applicant Caveness** thanked **Director Kerr** and **Planner Cortes** for everything that they have done as they have come up with an agreement that will be recorded and will run against the property. He explained that it would impose certain obligations on future development of the property however that comes out, as it could be residential housing, or it could be middle housing. The decision will be determined by what the housing market is looking for at the time. **Applicant Caveness** said he can answer any questions the **Planning Commission** has for him. His final statement was that the property in question to be annexed is land locked with other properties in the City of Woodburn's city limits.

Chair Ellsworth asked if the **Planning Commission** had any questions, which there were none. She moved onto the testimony of proponents and opponents.

Testimony by the Proponents: None.

Testimony by the Opponents: None.

Since there was no testimony, there is no need for a rebuttal. **Chair Ellsworth** closed the hearing and moved onto deliberation. **Chair Ellsworth** said that the property is land locked, so it might as well be brought into city limits. The rest of the **Planning Commission** agreed. **Chair Ellsworth** appreciated both the applicant and the **City** working together and making sure that the property would be put to good use in the future.

Chair Ellsworth entertained a motion. **Commissioner Corning** moved that the **Planning Commission** recommend to **City Council** approval of **ANX 24-01** with the conditions of approval as contained in the staff report. **Vice-Chair Hernandez-Mejia** seconded. **Chair Ellsworth** asked all those in favor and the vote was unanimous. Therefore, **ANX 24-01: 1025 Brown Street Annexation** was recommended.

Business from the Commission: Chair Ellsworth shared that she attended the **City Council** meeting on Monday with **Commissioner Berlin**. They were looking at the food cart recommendations that the **Planning Commission** sent to them, which **City Council** would have to have their own hearing about it.

Updates from Staff: Director Kerr had a few items to share. He summarized the **City Council** meeting about the food trucks, essentially **Staff** did a workshop with them. **Director Kerr** stated that they will convene with the **City Council** in ten days to have an actual public hearing. They had a lot of good questions, and it was all a positive experience.

Director Kerr mentioned that the **City Council** adopted the city budget on Monday, and it went very well. He encourages the **Planning Commission** to check it out and that the city is doing well financially. The main reason is because of the amount of development that is happening in the city.

Director Kerr notified the **Planning Commission** that a few planners will be out next week, but he will be around to answer any questions. He mentioned that there **won't be a Planning Commission Meeting on June 27, 2024**. However, he expects two public hearings in July 2024. It could be controversial, so he will send out an email to the **Planning Commission** with more details. The email would have a description of the project(s) and a reminder of ex-parte requirements.

Adjournment: Chair Ellsworth entertained a motion. **Commissioner Lassen** motioned to adjourn the meeting. Both **Commissioner Corning** and **Vice-Chair Hernandez-Mejia** seconded. **Chair Ellsworth** called for a vote, and it was unanimously in-favor. The meeting was adjourned around 7:42 p.m.

Approved _____

Lisa Ellsworth
Chair of Planning Commission
City of Woodburn, Oregon

Date

Attest _____

Chris Kerr, AICP
Community Development Director
City of Woodburn, Oregon

Date