

**MINUTES**  
**CANBY PLANNING COMMISSION**  
7:00 PM – April 13, 2015  
City Council Chambers – 155 NW 2<sup>nd</sup> Avenue

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**PRESENT:** Commissioners Shawn Hensley, John Savory, John Serlet, Larry Boatright, and Kristene Rocha

**ABSENT:** Tyler Smith

**STAFF:** Bryan Brown, Planning Director

**OTHERS:** Clint Coleman, Councilor and Planning Commission Liaison

**CALL TO ORDER**

Vice Chair Savory called the meeting to order at 7 pm.

1. **CITIZEN INPUT** – *None*

2. **MINUTES**

a. *Planning Commission Minutes, March 23, 2015.*

**Motion:** A motion was made by Commissioner Serlet and seconded by Commissioner Hensley to approve the March 23, 2015 minutes as written. Motion passed 5/0.

3. **PUBLIC HEARING** – *None*

4. **NEW BUSINESS**

a. Introduction of New Planning Commissioner Kristene Rocha

Vice Chair Savory introduced new Planning Commissioner Kristene Rocha.

b. Appointment of New Planning Commission Officers – Chair and Vice Chair

**Motion:** A motion was made by Commissioner Savory and seconded by Commissioner Boatwright to nominate Commissioner Hensley as Vice Chair. Motion passed 5/0.

**Motion:** A motion was made by Commissioner Hensley and seconded by Commissioner Boatwright to nominate Commissioner Savory as Chair. Motion passed 5/0.

c. Continue Review and Recommendations for Amendments to Street Tree Regulations Ordinance No. 1385 (CMC 12.32), City of Canby Tree Planting & Maintenance Policy, Street Tree List

Bryan Brown, Planning Director, discussed the tree requirements in the Code. Regarding saving trees during new development, there was less emphasis on saving trees and more on new plantings as the trees that were saved often died or were in the way of where sidewalks and parking lots should go and the new landscaping focused on returning the canopy to what it was.

There was discussion regarding examples from recent developments.

Mr. Brown discussed the exceptions. There was consensus to approve the exceptions with removing “and whose species was on the official street tree list” from the last sentence in #4.

There was discussion regarding the lack of a City Forester and that the Planning Commission was also the Site and Design Review Committee and Tree Committee. Mr. Brown said they could change the reference to City Forester to City Administrator or his/her designee.

Commissioner Serlet was concerned about the tree replacement policy. Mr. Brown explained for replacement of street trees, sometimes the new tree could not be put in the same place as the

old one, and people were asked to put it in another location on their property or donate one to be planted in a City park. It was an administrative policy and could be added to the Code.

Chair Savory thought it should remain flexible and not put in the Code.

Commissioner Hensley suggested some changes. One was for property owner notification, they should not include putting it in the *Canby Herald*. He asked for clarification on the provision to protect public and private property from diseased or hazardous trees by removing them. Mr. Brown said he could look into wording that would emphasize the purpose was that private property hazardous or dead or dying trees that might risk the City's tree canopy was the reason the City would remove them. If the City did perform the work, a lien would be put on the property for repayment.

Mr. Brown discussed the process for a text amendment to adopt these changes.

There was consensus to direct staff to prepare a text amendment.

**5. FINAL FINDINGS – None**

**6. ITEMS OF INTEREST / REPORT FROM STAFF**

a. Next regular Planning Commission meeting scheduled for Monday, April 27, 2015

1. CUP 15-01 – Detached Garage with an accessory dwelling unit above

Mr. Brown said the Council invited the Commission to the next Council meeting where the N Redwood Concept Plan would be discussed. He then described upcoming applications and reported on the possible sale and development proposals for City property downtown.

**7. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION – None**

**8. ADJOURNMENT**

**Motion:** Commissioner Hensley moved for adjournment, Commissioner Boatwright seconded. Motion passed 5/0. Meeting adjourned at 7:55 pm.

The undersigned certify the April 13, 2015 Planning Commission minutes were presented to and APPROVED by the Planning Commission of the City of Canby.

DATED this 27<sup>th</sup> day of April, 2015

  
Bryan Brown, Planning Director

  
Laney Fouse, Minutes Taker

Assisted with Preparation of Minutes – Susan Wood