

MINUTES
CANBY PLANNING COMMISSION
7:00 PM – March 28, 2016
City Council Chambers – 155 NW 2nd Avenue

PRESENT: Commissioners John Savory, Larry Boatwright, Shawn Hensley, John Serlet, and Derrick Mottern

ABSENT: Kris Rocha and Tyler Smith

STAFF: Bryan Brown, Planning Director, Laney Fouse, Planning Staff, and Jamie Stickel, Main Street Manager

OTHERS: Carol Palmer, Canby Historic Review Board Chair

1. CALL TO ORDER

Chair Savory called the meeting to order at 7:00 pm.

2. CITIZEN INPUT – None

3. MINUTES – None

4. PUBLIC HEARING

- a. Consider a request for a text amendment to increase the membership size of the Historic Review Board (TA 16-01)

Chair Savory opened the public hearing and read the public hearing format. He asked if anyone on the Commission had a conflict of interest to declare.

Commissioner Serlet said he was a member of the Historic Review Board and would abstain from voting on this matter.

Bryan Brown, Planning Director, said the proposed change was in the land development and planning ordinance and was required to go through the land use process with a recommendation from the Planning Commission to the City Council. The request was initiated by City staff at the request of the Historic Review Board. The request was to increase the membership of the HRB from five to seven members which would enhance the effectiveness of the board and increase community involvement. He suggested the wording be “three to five or seven” so that if in the future it was difficult to fill the seats, they could go back down in membership.

Commissioner Hensley did not think a floating number was needed.

Mr. Brown discussed how in the past a quorum was set on the number of the then appointed members if the committee did not have full membership.

Proponents: Carol Palmer, HRB Chair, said the HRB wanted to make the change for several reasons. It was harder to work with a smaller board, especially when there were members absent at meetings. They had five members currently. They wanted to increase the cultural and educational environment in the City and there were some important groups that needed to be at the table. She planned to recruit someone from the School District and someone from the Hispanic community to be on the Board.

There was discussion regarding the requirements to be on the Board. Ms. Palmer clarified she would be recruiting in those areas, but the applicants would go through the standard process.

Opponent and Neutral Testimony: None.

Chair Savory closed the public hearing.

Commissioner Hensley thought the language should say seven members to make it consistent with the other City committees.

Motion: A motion was made by Commissioner Hensley and seconded by Commissioner Mottern to recommend approval of TA 16-01, striking the references of 3 to 5 or 7 members and making it 7 members and striking the end of the sentence “with membership based on community interest”. Motion passed 4/0/1 with Commissioner Serlet abstaining.

5. NEW BUSINESS – None

6. FINAL DECISIONS

- a. TA 16-01 Historic Review Board Membership Size

Motion: A motion was made by Commissioner Hensley and seconded by Commissioner Boatwright to approve the final decisions for TA 16-01 as amended in the previous motion. Motion passed 5/0.

7. ITEMS OF INTEREST / REPORT FROM STAFF

- a. Next regular Planning Commission meeting scheduled for Monday, April 11, 2016

Mr. Brown would send the last bi-monthly report to the Commission. He discussed the upcoming Sequoia Grove Apartment and Sequoia Grove Industrial Park projects.

8. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION – None

9. ADJOURNMENT

Motion: Commissioner Mottern moved for adjournment, Commissioner Serlet seconded. Motion passed 6/0. Meeting adjourned at 7:31 pm.

The undersigned certify the March 28, 2016 Planning Commission minutes were presented to and APPROVED by the Planning Commission of the City of Canby.

DATED this 9th day of May, 2016

Bryan Brown, Planning Director

Laney Fouse, Meeting Recorder

Assisted with Preparation of Minutes – Susan Wood