

**CANBY CITY COUNCIL AND PLANNING COMMISSION
WORK SESSION MINUTES
September 5, 2006**

Council Present: Mayor Melody Thompson, Councilors Teresa Blackwell, Randy Carson and Tony Helbling. Councilors Roger Harris, Walt Daniels, and Wayne Oliver were absent.

Planning Commission Present: Chair Jim Brown, Bruce Holte, John Molamphy, and Jan Milne

Staff Present: John Kelley, City Attorney; John Williams, Community Development & Planning Director; Matilda Deas, Project Planner; Kevin Cook, Associate Planner; and Jill Thorn, Office Specialist.

Facilitators: Carole Connell, AICP and Ardis Stevenson, AICP from The Planners Training Team in Gresham, Oregon.

The work session began at 6:05 PM at the Canby Adult Center.

Ardis Stevenson presented information of the role and relationships of elected officials, planning commissioners and staff; the state open meetings law and communication.

Carole Connell presented information on making sound land use decisions; types of decisions; ethical issues (ex-parte contact, conflict of interest, and bias); and public hearing steps (notice, standards, findings, conditions, decision and continuances)

The work session was adjourned at 9:00 PM.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor

Assisted with Preparation of Minutes – Jill Thorn