

**WOODBURN PLANNING COMMISSION WORKSHOP/MEETING  
MINUTES  
August 9, 2012**

**CONVENED:** The Planning Commission met in a public meeting session at 7 p.m. in the City Hall Council Chambers, with Chair Ellen Bandelow presiding.

**ROLL CALL:**

<b>Chair</b>	<b>Bandelow</b>	<b>Present</b>
<b>Vice-Chair</b>	<b>Piper</b>	<b>Present</b>
<b>Commissioner</b>	<b>Corning</b>	<b>Present</b>
<b>Commissioner</b>	<b>Grigorieff</b>	<b>Present</b>
<b>Commissioner</b>	<b>Lima</b>	<b>Present</b>
<b>Commissioner</b>	<b>Ellsworth</b>	<b>Present</b>
<b>Commissioner</b>		<b>Vacant</b>

**Staff Present:** Jim Hendryx, Economic & Development Services Director  
Don Dolenc, Associate Planner  
Vicki Musser, Recording Secretary

Chair Bandelow opened the workshop/meeting at 7 pm, and then led the Commissioners in the flag salute.

**Minutes**

The July 12, 2012 minutes were unanimously approved.

**Business from the Audience**

There was none.

**Communication**

There was none.

**Items for Action**

There were none.

**Meeting**

The minutes from the July 26<sup>th</sup> meeting were approved.

The Final Order for SUB 2012-01; VAR 2012-02; EXCP 2012-01; Kalugin Estates, was discussed and put to a vote. Commissioner Lima made a motion to approve the Final Order, and it was seconded by Commissioner Grigorieff. The motion was unanimously approved. The decision officially starts the appeal clock and memorializes the decision.

## **Workshop**

The last Planning Commission workshop on the Woodburn Development Ordinance (WDO) was held in July. The Planning Commission is going through the WDO to simplify and clarify the ordinances. Jim Hendryx, Economic and Development Services Director, went through a revised commercial section that incorporated suggestions made by the Planning Commission during the previous meeting. In it, the zone acronyms are spelled out, and tables of different types of uses have been included, which are alphabetized and categorized for easier readability. Various uses allowed in the commercial zones are now listed in the table, reflecting the changes that the Planning Commission directed in past workshops.

After review, Vice-Chair Piper said that the revised commercial version flows well.

Previous to the Planning Commission meeting, the WDO Focus Group was unable to meet to discuss and give recommendations for revisions to the industrial ordinances, due to scheduling conflicts. The final draft of their remarks will come back before the Commission before going on to the City Council.

The Commissioners reviewed the industrial section, and Director Hendryx noted that once the revisions have been completed, these sections will have the same look and format as the revised commercial version. He pointed out that many of the WDO ordinances are repetitious and conflicting, and that the intent of reviewing them and making changes is to clarify each section.

Vice-Chair Piper requested common definitions as a way of resolving inherent terminology conflicts. He suggested lining up common and individual terms side by side, to make sure the terminology is the same or similar in each ordinance. Director Hendryx said that current revisions are not deviating too much from the present basic structure in the WDO, but also felt it was a good idea to create a table that would identify common terminology and definitions. He will present a revised industrial section, including a table with common terms and definitions, by the next meeting, after looking at other jurisdictions and the methods they use to define terms. He observed that there may be terms indigenous to certain zones, such as the SWIR (South West Industrial Reserve) zone, which is reserved for special uses.

The next Planning Commission meeting is scheduled for Thursday, August 23<sup>rd</sup> at 7pm in the City Hall Council Chamber.

**Adjournment**

Commissioner Piper made a motion that the meeting be adjourned, and Commissioner Lima seconded it. The meeting was adjourned at 8:05pm.

APPROVED Ellen Bandelow  
Ellen Bandelow, Vice-Chair

Sept 13, 2012  
Date

ATTEST James N.P. Hendryx  
James N.P. Hendryx  
Economic & Development Services Director  
City of Woodburn, Oregon

09/17/2012  
Date