

**WOODBURN PLANNING COMMISSION  
PUBLIC HEARING/MEETING MINUTES  
June 25, 2020**

**CONVENED:** The Planning Commission met in a 7 p.m. virtual public meeting session via GoToMeeting, Chair Charlie Piper presiding.

**ROLL CALL:**

Chair	Piper	Present
Vice-Chair	Bandelow	Present
Commissioner	Guerra	Present
Commissioner	Corning	Present
Commissioner	Dos Reis	Present
Commissioner	Lassen	Present
Commissioner	Berlin	Present

**Staff Present:**

Chris Kerr, Community Development Director  
Dan Handel, Associate Planner  
McKenzie Granum, Assistant City Attorney

**Introduction**

Chair Piper opened the meeting at 7:00 pm.

**Minutes**

None

**Business from the Audience**

None

**Communication**

None

## **Public Hearings**

### **Agenda Item 6a:**

#### **Design Review 2020-04: 440 Parr Road (Heritage Elementary School):**

Action on a land use application for an addition of two classrooms, with minor alterations to on-site landscaping, utilities, and fire access.

*Ex parte* contact: Commissioner Dos Reis's son attends Heritage Elementary.

Associate Planner Handel presented the staff report.

CJ Doxsee (921 SW Washington St, Portland, OR), part of the Angelo Planning Group project team, entered his name and address into the record. Mr. Doxsee introduced himself as a member of the team for the School District project, thanked staff, and declared that they agree with the conditions of approval.

Chair Piper asked for confirmation that items came in under budget, which allowed the project team to add a little bit more to the project. Mr. Doxsee confirmed that the initial bids for the construction had come back, and they saw an opportunity to capitalize some future phasing and incorporate it ahead of schedule.

Chair Piper opened the floor to public testimony by proponents and opponents and received none. Chair Piper closed the public hearing.

Commissioner Corning motioned to approve the project. Commissioner Bandelow seconded the motion. The motion passed with a unanimous vote.

### **Agenda Item 6b:**

**Design Review 2019-09, EXCP 2019-05, Preliminary Partition PAR 2019-02, & VAR 2019-07: Habitat for Humanity Elm/Young Row Houses (no address):** Action on a consolidated land use application package to partition the lot into three new lots and construct three attached single-family dwellings, one on each new lot. The application package includes a Street Exception request to construct custom Elm Street right-of-way improvements and three Variance requests.

*Ex parte* contact: None reported.

Associate Planner Handel introduced an addendum to the staff report that was previously sent out and then presented the staff report.

Ben Wilt (745 15<sup>th</sup> Street NE, Salem, OR) entered his name and address into the record, and introduced himself as the construction manager for Habitat for Humanity. Mr. Wilt requested to have condition D1 which required a large street tree to be planted to be removed as they had already met the shrubbery requirements with other greenery and would like homeowners to choose what happens in that space, especially since there is a severe lack of open space in the lot.

Steve Kay (PO Box 1920, Silverton, OR) with Cascadia Planning and Development Services entered his name and address into the record, and thanked staff for working closely with them. Mr. Kay addressed the facts of the project and highlighted specifically ones that make the site challenging. Mr. Kay proposed that the condition to construct a paved parking lane on the easterly side, found in EX1 of the staff report, be eliminated due to the added costs the condition would bring to the project, and affect the goal of affordability for the housing project. Chair Piper inquired as to the actual cost savings that would result from striking the parking lane since the applicant will already have the equipment and materials on site for the improvement of the two travel lanes. It was noted that no street parking currently exists along this section of Elm Street.

Chair Piper opened the floor to public testimony by proponents and opponents and received none. Chair Piper closed the public hearing.

Commissioner Corning motioned to approve the project according to staff recommendations including staff's addendum to the staff report, except that Condition D1 that would require a large street tree is excluded, and Condition D2 is modified to require an architectural wall be built along the east property line. Commissioner Bandelow seconded the motion. There was discussion regarding the materials that will be used to build the architectural wall, and it was discussed that a concrete masonry wall would be built with wood elements. The motion passed with a unanimous vote.

**Business from the Commission:**

None

**Staff Update:**

There is no plan for a July meeting but staff will make a decision in the following week. Marion County is considering utilizing a hotel as a COVID-19 quarantine shelter, but has not submitted a land-use application to show how they will meet the code requirements. City Council has called up the Allison Way Apartments project for another public hearing on July 13.

**Adjournment**

The meeting adjourned at 8:08 pm.

APPROVED \_\_\_\_\_  
Charlie Piper, Chair

\_\_\_\_\_  
Date

ATTEST \_\_\_\_\_  
Chris Kerr  
Community Development Director  
City of Woodburn, Oregon

\_\_\_\_\_  
Date