

# WOODBURN PLANNING COMMISSION PUBLIC HEARING/MEETING MINUTES May 27, 2021

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

**ROLL CALL:**

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

**Staff Present:**

Chris Kerr, Community Development Director  
Colin Cortes, Senior Planner

**Introduction**

Chair Piper started the meeting at 7:00pm

**Minutes:** None.

**Business from the Audience:** None.

**Communication:** None.

**Public Hearings:**

*Chair Piper* stated that the only agenda item for the evening is **Workshop: Middle Housing Project**. **Senior Planner Colin Cortes** reintroduced the consultant from the last few set of meetings, who was helping them with code amendments.

**Senior Planner Cortes** gave some context about what will be discussed tonight. **Workshop: Middle Housing Project** is to conform with Oregon House Bill 2001 (HB 2001 passed 2019) and OAR 660-046 regarding allowing duplexes, triplexes, quadplexes, townhouses, and cottage clusters (“middle housing”) in zoning districts that allow detached houses. Staff and the consultant seek direction on draft Comprehensive Plan and Woodburn Development Ordinance (WDO) (or “code”) amendments. **Senior Planner Cortes** stated that this would be the **Planning Commissions** last chance to input their comments and concerns, because they won’t see the adopted amendments until the City Council approve of them, then Planning Commissions can make recommendations.

The **Consultant Jay McKennal** greeted the **Planning Commissions** and staff. He discussed what will be presented to the **Commission** and what goals are hoped to be accomplished tonight.

**McKennal** began his presentation. He reminded everyone that the deadline of the Compliance Household 2021 is June 30<sup>th</sup>, 2022. He also discussed the public feedback of the code concepts from the open house, which about 75 individuals responded. Some of them are recommendations about how to approach Compliance Household 2021 and regulating Middle Housing.

**McKennal** talked about the overview of the amendment and what’s included in the packet; such as the Woodburn Comprehensive Plan with a memo with minor amendments. One of the main components for tonight is to remove or change the wording, in order to comply with the Compliance Household 2021.

**McKennai** gave a scope of the changes and what was amended. He asked the **Commission** if there are any questions. Hearing none, he moved onto the key issues and proved a list for the Commissioners to look at, which are from the code concepts report. **McKennai** talked about the City Council's requested about limiting middle housing more strictly in the central Woodburn area, areas of downtown Woodburn. The City Council's main concerns is that due to the new allowance for middle housing in that particular area, it would possibly end up potentially to displace lower-income families.

**McKennai** shows diagrams and middle housing models to the **Planning Commission** and staff. He asked if the **Planning Commission** if they have questions. **Community Development Director Chris Kerr** asked what would the regulations and code requirements that would impact the lot's numbers for middle housing and **McKennai** answered the question. **Director Kerr** helped explain the types of the middle housing structures for the **Commissioners**.

**McKennai** showed a map of the subdivisions that are believed to have CCNR's and talked about the analysis. He then moved on to talk about the minimum lot size and had receive a lot of feedback about this topic. *Chair Piper* suggested less height in the town house structure, not too large.

**McKennai** then talked about the cottages and where they would be located. He asked the **Commission** on if the cottages clusters should be owned by one person or individual ownership. **Commissioner Corning** said that they should have individual ownership. **Director Kerr** asked **McKennai** about the cottage cluster codes and asked **McKennai** to clarify.

**Commissioner Berlin** asked about if a cottage cluster was on one piece of land and if they separated the cluster into individual houses, will it still have that minimum amount of required for each house. **McKennai** said it would need to still follow the codes and among other factors. *Chair Piper* said that the cluster should have one owner rather than multiple and keeping them on a single lot.

**McKennai** stated that they will not move forward with creating the code changes to individual lots. He moved forward to size and bulk standards, which is asking about any new size and bulk standards to buildings. The **Commission** asked their questions, in order to clarify the requirements and code.

**McKennai** showed diagrams and charts to help explain the maximum log coverage and setbacks. **Commissioner Lassen** agreed with *Chair Piper* on the existing setbacks.

**McKennai** moved onto parking and stated that the commission had amended the rules for middle housing but have not changed the rules that apply to single and multi-family housing. **Commission** was fine with the parking requirements for each type of unit.

**McKennai** then talked about design standards, as he asked the **Commission** if they wanted to see middle-housing blended more with the traditional look of single family houses or to grant more flexibility in the design standards. The **Commission** inputted their suggestions and opinions. **McKennai** then talked about the landscaping requirement and the **Commission** prefer concept 1 & 2.

The last topic **McKennai** wanted to cover this evening is about if should the code amendments incentivized any particular public benefits or amenities. Some of these things are affordable units that are restricted to low and moderate incomes. **McKennai** stated that there was support for all of the proposed ideas from the public.

The **Commission** discuss on having units expand with accessory dwelling units for families and about affordable housing. Then staff talked about having a price for significant tree removal, therefore making developers think twice from cutting down trees and it'll help preserve trees.

**McKennai** concluded the presentation of the amendments and there were no questions for him. He noted to the **Commission** that his consultant team is trying to organize a focus group with some representatives

of the Latino Community in Woodburn. They are doing outreach with them since this is the group well-representative. He hoped to have something by the first week of June.

**McKenna** then stated that he will bring the draft of the amendments to the **City Council** with the **Planning Commission** feedback for the June 14<sup>th</sup> meeting. **McKenna's** team will then incorporate the changes that the **Planning Commission** suggested and make it adoption ready for the city by June 15<sup>th</sup>.

**Business from the Commission:** None

**Staff Update:** **Director Kerr** had a few things for the **Planning Commission**. He thanked **McKenna**, staff and **Planning Commission** for creating and sitting in on these workshops.

**Director Kerr** stated the at the last city council meeting on Monday evening, they approved the Eastside Apartments. It's the annexation of Northside 211, east of the Safeway, which is 220 units.

**Director Kerr** said that staff received a "Notice of Intent to Appeal the Trillium Reserve," which is what the project that the **City Council** denied two weeks ago. It's the single-family homes north end of Tukwila that would wrap around the golf course. The applicant notified staff and staff is putting files together for a potential LUBA case. **Director Kerr** advised the Planning Commission to not talk about the project, in case it goes well in the LUBA case.

**Director Kerr** mentioned that there are **Planning Commission** vacancies and encouraged the **Commission** to spread the word to those who are interested in joining.

**Adjournment:** *Chair Piper* entertained a motion to adjourn. **Commissioner Corning** motioned to adjourn and **Commissioner Berlin** seconded. The Commission unanimously voted in favor to adjourn the meeting.

APPROVED \_\_\_\_\_  
Ellen Bandelow  
Vice-Chair of Planning Commission  
City of Woodburn, Oregon  
Date \_\_\_\_\_

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