

**Woodburn Planning Commission
Meeting Minutes
September 22, 2022**

CONVENED: The Planning Commission met at 7:00 p.m. both an in-person & virtual public meeting session via GoToMeeting video conferencing,

ROLL CALL:

Chair	Piper	Present
Vice-Chair	Ellsworth	Present
Commissioner	Hernandez-Mejia	Present (Late)
Commissioner	Berlin	Absent
Commissioner	Corning	Absent
Commissioner	Bartel	Present
Commissioner	Lassen	Present

Staff Present:

Chris Kerr, Community Development Director
McKenzie Granum, Asst. City Attorney

Introduction: Community Development Director Chris Kerr did a roll call for the Planning Commission. Chair Piper led everyone in the Pledge of Allegiance.

Minutes: None

Business from the Audience: None.

Communications: Director Kerr said that his communication item is connected to the discussion after the public hearing continuation.

Public Hearings:

Opened hearing for “Mill Creek Meadows” Planned Unit Development (PUD 22-01) and, based on staff’s Memorandum dated for September 22nd, heard a motion by Vice-Chair Ellsworth to continue to the hearing until October 27, 2022 at 7:00 PM. Motion was seconded by Commissioner Bartel and passed unanimously.

Chair Piper moved onto the discussion of regarding improvements at Hwy 214/99E intersection. The Planning Commission wanted to write a letter to City Council, discussing to move up Hwy 214/99E intersection on the TSP. He mentioned that the City Administrator wrote the Planning Commission a letter. Director Kerr talked to the City Administrator about the discussion from the last meeting and the Administrator wrote a letter in response. The letter is a documentation of all the current work being done, the status of every improvement and how it’s his priority to see everything completed, including Hwy 214/99E. The City Administrator even copied City Council to his email letter, to show that it’s a whole city issue. Director Kerr mentioned the City’s Director of Special Projects Renata Wakeley and how the City Administrator assigned that task to her. The City Administrator might be able to stop by at one of their Planning Commission meetings in the future.

Chair Piper commented that he was happy that the City Administrator addressed the issue and asked the rest of the Commission if they’re satisfied or have other comments. Commissioner Bartel stated that there is still value to talk to the City Council about this improvement project and other things happen in the city. She pointed out how difficult it is to talk about a specific project that is wanting to come in, without knowing what else is on the plan already. She would like to know more about what the status of each project is and where they are on the priority list, due to the fact it might make a difference to their

discussions at their meetings. **Chair Piper** agreed with **Commissioner Bartel** and mentioned that he responded to the **City Administrator's** letter saying he would love for him to come and join their planning commission meetings.

Business from the Commission: None

Staff Update: **Director Kerr** gave a quick update about the new date of **PUD 22-01 on October 27, 2022** and it's the planned land development down on Brown St.

Director Kerr is hoping for the **October 13th, 2022** meeting would be a tree code work session, in order to discuss and potentially add or change the existing tree ordinance. It's not an official public hearing, therefore there is no voting. This all depends if the **Commission** is available for the meeting.

Adjournment: **Chair Piper** entertained a motion to adjourn. **Vice-Chair Ellsworth** motioned to adjourn and **Commissioner Bartel seconded**. The vote was unanimous and meeting was adjourned at 7:11pm.

APPROVED _____
Charlie Piper
Chair of Planning Commission
City of Woodburn, Oregon

Date

ATTEST _____
Chris Kerr
Community Development Director
City of Woodburn, Oregon

Date