

**Woodburn Planning Commission  
Meeting Minutes  
November 9, 2023**

**Convened: The Planning Commission** met at 7:00 p.m. both in person and through a public online/virtual session via Microsoft Teams.

**Roll Call:**

Chair	Ellsworth	Present
Vice-Chair	Hernandez-Mejia	Present
Commissioner	Bartel	Absent
Commissioner	Berlin	Present
Commissioner	Bravo	Present
Commissioner	Corning	Present
Commissioner	Lassen	Absent

**Staff Present:**

Chris Kerr, Community Development Director  
Renata Wakeley, Special Projects Director  
McKenzie Granum, Assistant City Attorney

**Introduction: Chair Ellsworth** opened the public hearing at 7:00 p.m. and asked **Staff** to begin roll-call. **Chair Ellsworth** led everyone through the Pledge of Allegiance.

**Minutes:** The minutes were from the **October 10, 2023**, meeting. **Chair Ellsworth** asked if there were any corrections or additional information needed and there were none. **Commissioner Corning** motioned to approve the minutes; **Commissioner Berlin** seconded. The motion passed unanimously, and minutes were approved.

**Business from the Audience: None.**

**Communications: None.**

**Public Hearings:**

*LA 23-02*

**Chair Ellsworth** opened the hearing for **LA 23-02: Legislative Amendments to Comprehensive Plan – Update to Buildable Land Inventory (BLI) and Economic Opportunities Analysis (EOA)**. **Special Projects Director Renata Wakeley** and **Community Development Director Chris Kerr** are the staff members involved in this project. **Director Wakeley** gave a brief summary of the last meeting where this project was presented, and that **Commissioner Corning** served as a member of the technical advisory group. She also mentioned that **Consultant Brendan Buckley** from **Johnson Economics** is here tonight as well, as he represents the firm that helped **Staff** on this project.

**Assistant City Attorney McKenzie Granum** stated that while there is no public hearing statement, **Chair Ellsworth** would need to ask about conflicts of interest and challenges. **Chair Ellsworth** then asked if the **Planning Commission** had any actual or potential conflicts of interests they would like to report and there were none. **Chair Ellsworth** asked if there were any challenges to the **Planning Commission** and there were none.

**Director Kerr** provided a brief power point presentation on the project and work required by state statute. **Commissioner Corning** asked how often the plan will be updated and **Director Kerr** said about every 5-

7 years. **Director Kerr** introduced **Consultant Brendan Buckley from Johnson Economics**, as he will be the one to present the review data and findings.

**Consultant Brendan Buckley** is a Senior Analyst from Johnson Economics. **Consultant Buckley** presented his presentation about the BLI & EOA. When it came to the amount of people traveling into and out of Woodburn, **Director Kerr** asked what the average number in the Willamette Valley was and what was presented in the diagram, according to **Consultant Buckley** the ratio was pretty average. The number of residents who stay in Woodburn may be a little low and can be improved (more jobs in the community for residents), but it's not uncommon. **Chair Ellsworth** asked if **Consultant Buckley** knew why that was the case that people are leaving or coming in. **Consultant Buckley** stated that it's the mixture of employment of what's available in the city and outside of the city in terms of employment. **Commissioner Corning** asked why it's so different from the Marion County map on page 5. **Consultant Buckley** stated that once you compare it to a larger geography, it'll look different depending on how far folks are traveling. **Commissioner Bravo** asked him what type of employment the data is covering. **Consultant Buckley** explained that the data covered employment, which meant any job that is covered by unemployment insurance.

**Consultant Buckley** moved on to talk about what is the current employment of the Woodburn area. **Commissioner Berlin** commented that there seems to be little or no white-collar jobs and **Consultant Buckley** said correct, it is low. He then talked about target industries and explained what the community would like to see going forward in terms of employment; a few examples would be manufacturing, transportation, warehousing & utilities, health care, education, etc. **Director Wakeley** pointed out that another target industry is tourism that was missing from the slide but the information is correct in the packet. **Consultant Buckley** then talked about the 20-Year Employment Growth Forecast. **Vice-Chair Hernandez-Mejia** asked where the Aquatic Center would fall under for type of employment and **Consultant Buckley** said that would fall under leisure & hospitality, which can be in the broad category of tourism. Everyone talked among themselves about what was presented so far. **Consultant Buckley** moved onto the buildable land inventory and stated that there are 65 acres of available commercial sites, 188 acres of available industrial sites, giving a total of 253 acres available. **Consultant Wakeley** stated that the map was only showing employment land as that was the subject of this study and removed publicly zoned lands related to parks or residentially zoned land off the BLI map.

**Consultant Buckley** moved onto Woodburn Net Developable Acres Available table and went into more detail of the types of industrial and commercial zones. **Commissioner Bravo** asked if it put the pressure on smaller cities that have a lot of rural land to create these areas for big industrial changes and would it burden the communities to carry the State's load of these industrial changes. **Consultant Buckley** said it's all based on community by community, which in part can be influenced by local attitudes towards employment growth. **Chair Ellsworth** asked **Director Kerr** what the acreage of Amazon or Walmart and he stated that Amazon is 80 acres, and the Specht parcel is 30 acres. Everyone discussed this topic for a little bit. **Consultant Buckley** talked about the reconciliation of employment land supply and demand and explained how that process looks and works. He moved onto the EOA findings of Woodburn and gave a summary.

**Director Kerr** discussed the comprehensive goal and policies update and **Commissioner Corning** asked about F15 and F17, which is the Urban Renewal Funding and she asked if it relates to the current funding or not. **Director Kerr** answered by explaining that the comprehensive plan and a lot of those goals and policies talked about two different things. One was the Urban Renewal Area which has its own district/boundary that is downtown and the money from the taxpayers in the downtown stays to reinvest into the downtown. **Director Kerr** discussed more on how the city maintains existing businesses in Woodburn and how they expand for urban renewal. He gave a more descriptive explanation, and the **Planning Commission** discussed it in-depth. **Director Kerr** explained the legislative timeline, giving the dates of future meetings and when the **City Council** could potentially adopt the legislative amendment. He also explained what the process would look like after adoption. **Director Kerr** provided a staff recommendation and motion for the **Planning Commission** if they decided to recommend to the **City Council**. **Staff** and **Planning Commission** had a final discussion about the legislative amendment.

**Chair Ellsworth** noted that there were no members of the public present or signed up to testify for the hearing and **Staff** noted that no written comments from the public had been submitted prior to the hearing for the record.

**Chair Ellsworth** closed the public hearing for deliberation.

**Chair Ellsworth** entertained a motion. **Commissioner Corning** motioned that the **Planning Commission** recommend to **City Council** adoption of **Economic Opportunities Analysis, the Buildable Land's Inventory, and Updated Goals and Policies** as part of the **Comprehensive Plan Amendment**, based on the analysis and findings in the staff report and as discussed during this hearing. **Commissioner Berlin** seconded. **Chair Ellsworth** asked for all of those in favor and the vote was unanimous. **LA 23-02: Legislative Amendments to Comprehensive Plan – Update to Buildable Land Inventory (BLI) and Economic Opportunities Analysis (EOA)** was approved to be recommended to the **City Council**.

**Business from the Commission: None.**

**Updates from Staff: Director Kerr** stated that the **No Planning Commission Meeting November 23, 2023**, due to the Thanksgiving holiday. The next **Planning Commission Meeting** is **December 14, 2023**, and it will be the final one for the 2023 year, due to the Christmas holiday being near the end of the year. The **December 14, 2023**, meeting will have two quasi-judicial items; one is an annexation and the other being a new residential development. There also maybe a discussion from **Parks & Rec. Department** on a new parks master plan.

**Chair Ellsworth** took a moment to honor our veterans, as Veteran's Day is this upcoming Saturday November 11, 2023. On behalf of the **Planning Commission**, she said thank you to all the veterans and their service.

**Adjournment: Chair Ellsworth** entertained a motion to adjourn. **Commissioner Berlin** motioned to adjourned and **Commissioner Corning & Vice Chair Hernandez-Mejia** seconded. The vote was unanimous, and the **Planning Commission** adjourned the November 9th meeting at 8:45pm.

Approved \_\_\_\_\_  
Lisa Ellsworth  
Chair of Planning Commission  
City of Woodburn, Oregon  
Date \_\_\_\_\_

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