

## **BOARDMAN PLANNING COMMISSION MINUTES**

**August 17, 2022**

**Commissioner Barresse called the meeting to order at 7:00 p.m.**

Commissioners  
in Attendance: Sam Irons, Jennifer Leighton, Ethan Salata, Karla Jimenez, and Zach Barresse

Commissioners Absent: Jacob Cain, and Ragna TenEyck

Staff: Karen Pettigrew - City Manager, Jenn Rollins – City Recorder / HR, and Carla McLane – Planning Official

Audience: Isais Valencia

### FLAG SALUTE

### MINUTES

#### July 20, 2022 – Planning Commission Meeting

Commissioner Salata made a motion to approve the minutes from July 20, 2022 and Commissioner Irons seconded the motion.

Roll Call Vote: Commissioner Leighton – Yes; Commissioner Irons – Yes; Commissioner Jimenez– Yes; Commissioner Barresse – Yes; Commissioner Salata – Yes

The motion passed 5 – 0 with 2 absent.

#### Planning Official Report

Planning Official McLane presented an update report to the Planning Commission. Planning Official McLane reported she has been working on several projects including: finalizing the zoning approval for UEC's 230kv transmission line; finalizing the zoning approval for the loop roads; updating the IAMP and presenting it to the Oregon Transportation Commission in November; working on a new fee schedule; converting the 2021 Small City Allotment funding from a project on SE Front and 1<sup>st</sup> Street to support the loop road project; and continuing to work with Special Projects Coordinator Rolf Prag to sort through the remaining paperwork in Barry's office. Planning Official McLane also updated the Planning Commission on the status of cases that have been appealed to LUBA, as well as other miscellaneous projects she has been working on with Special Projects Manager Rolf Prag. Planning Official McLane also noted that there have been around 70 zoning permits issued so far this year, and her goal is to work on getting more accurate data on the permits to present to the Planning Commissioners. Lastly, Planning Official McLane noted that she is working on determining what amendments need to be made to the Development Code to create a consistent process between forms, plans, and codes.

#### Training Topic – Comprehensive Plan

Planning Official McLane presented another set of material to the Planning Commissioners to add to their training binders and noted this section covers the City of Boardman's Comprehensive Plan; her stated goal is to explain the local application of the 14 state-wide planning goals that were discussed at the last meeting. Planning Official McLane explained the last time the Comprehensive Plan was updated was in 2003, but she had seen some versions from 1971 and earlier; her goal is to include those older plans on the City's website in order to provide citizens with a snapshot of Boardman's history. From here, Planning Official McLane briefly touched on the 14 goals and explained to the commissioners how, or if, those goals could be applied locally.

After the explanation of goals was concluded, Planning Official McLane explained the Comprehensive Plan is a guiding document, and the development code is derived from the Comprehensive Plan; these two documents need to work together to achieve the same end result. According to Planning Official McLane, the State of Oregon created the requirement of Comprehensive Plans in order to protect farmland but it continues to be used as a guide to making changes in a city's development code.

Planning Official McLane asked the commissioners in attendance if they had any questions, and noted that she had provided a lot of information to process and encouraged the commissioners to reach out later if they had any

questions that they did not think of tonight, and asked them to be prepared for a lot of planning work over the next few years. Planning Official McLane reiterated that community involvement is important in all stages, not just when it affects the public in a manner they are opposed to. City Manager Karen Pettigrew noted that in the last 10 years Boardman has changed immensely and when documents don't agree, it makes it difficult for Planning Official McLane to make a decision which is when it gets brought before the Planning Commission. City Manager Pettigrew emphasized the decisions the commissioners made now would potentially affect Boardman for the next twenty years.

Commissioner Salata asked about the recreation chapter; he asked if it isn't lined out, how does the planning commission require developments to install parks in their developments? Planning Official McLane replied that this issue will be something to address when the next housing development applies for permits so the commissioners can ensure the code addresses the intricacies of location, size, type, etc. Commissioner Leighton stated that a document listing everything out will be helpful and support decisions made by the Planning Official and the Planning Commission.

#### Public Comment

Isais Valencia asked to speak during public comment. He stated he is a local contractor/developer and wanted to note that the commissioners should consider what kind of community they are wanting to establish in the area when they are advising developers on the kind of parks they would like included in their projects. Mr. Valencia continued to explain that the type of housing in the project could indicate if most families would have small children, older children, no children, and from there the commissioners could use that information to determine what the best use of green space might be for the community that will be moving into the area.

Planning Official McLane noted that she will be taking vacation in September, and asked the commissioners if they would be amenable to moving the next Planning Commission Meeting from September 21, 2022 to September 28, 2022 in order to avoid cancelling next month's meeting. The commissioners came to a consensus that they agreed to move the September meeting to the 28<sup>th</sup> of the month.

Several commissioners expressed their gratitude to Planning Official McLane for the training she provided.

**Commissioner Barresse adjourned the meeting at 7:57 p.m.**