

MEMORANDUM

To: Mayor Keefer and members of the City Council
Cc: Brandon Hammond, City Manager
From: Carla McLane, Planning Official
Date: July 23, 2025
RE: Planning Department Monthly Update

Strategic Planning Program: Since I last provided an update, the following has occurred: on June 2nd a Comprehensive Plan/Development Code (CP/DC) PAC was held, then on June 3rd a TSP Joint Work Session was held with the City Council and Planning Commission, and a number of Project Management Team meetings (meetings with staff and the respective consultants) have been held on several of the projects. As always you can follow these projects at [this location](#) on the City's website.

- **Transportation System Plan (TSP):** The consultant team continues work on the DRAFT TSP which will be headed to hearings this fall starting with a joint City/County Work Session scheduled for Tuesday, August 26. You can follow the TSP Update and the PAC [here](#).
- **Economic Opportunity Analysis (EOA):** Memorandums concerning the Buildable Lands Inventory for both residential and employment land have been completed and reviewed by staff. They will be reviewed at the next PAC meeting which will be held on Tuesday, July 29. You can follow the EOA PAC [here](#).
- **Housing Needs Analysis (HNA):** Still on hold. The appointment of the PAC is coming soon.
- **Parks Master Plan (PMP):** The fourth PAC meeting was held on Wednesday, June 25. A fifth PAC meeting is tentatively scheduled for Thursday, September 4, when the DRAFT Parks Master Plan will be reviewed. Adoption would then occur during this fall. You can follow the PMP PAC [here](#).
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** We are in Phase II of this project with the third PAC meeting held on Monday, July 14, which was followed by a meeting with a group of community partners that was presented in Spanish. We are now working towards a summer outreach event being planned for the End of Summer celebration on August 22. You can follow the CP/BDC PAC [here](#).
- **System Development Charge (SDC) Update:** Still on hold.
- **Membership on Various PACs:** There are a couple of changes to the PAC membership that I need to share with you:

- Danny Kerns has replaced Walter Ross on the CP/BDC PAC.
- We are still working on a replacement for the EOA PAC.

Other Programmatic work: Work is also progressing on other projects with a planning focus. Those include the:

- **Boardman Municipal Code (BMC):**
 - Addressing Ordinance: Work continues at the staff level.
 - Business License Ordinance: Next version will be available for discussion at the September City Council meeting.
- **Tower Road:** I have not shared much about other Tower Road activities, but the Oregon Department of Transportation (ODOT) is working on developing an Interchange Area Management Plan for that interchange. On June 17 another set of Technical and Public Advisory Committee meetings were held. This is not a planning document that the City of Boardman will adopt but it will impact Kunze Lane which serves as an entrance into the city.

There is also an ODOT maintenance project planned for next summer on the Tower Road overpass that will see the pavement on the bridge deck replaced. ODOT staff have coordinated with both Morrow County (mostly Public Works) and the City of Boardman (Planning and Public Works) concerning the project. When that closure happens next summer the detour route will be the Port of Morrow interchange. As it gets closer look for more information.

- **Code Enforcement and Animal Control Program:** Dogs at large continues with the warmer weather occasionally resulting in injury or death. A major focus area is abandoned vehicles.

Planning Reviews and Approvals: My intent here will be to add Planning Department actions that end in an approval for development. I will be cautious to protect the City Council's role as the appeal body for any local decisions. And if there haven't been any decisions this section may be blank.

- ✓ **Homes, homes, and more homes:** The Chaparral Phase II Subdivision is currently being marketed for sale. We are in communication with various home developers that have expressed an interest in the project and are working with the owner's representative and doing due diligence before making the purchase.
- ✓ **Commercial Development:** Since the last Planning Department update the Planning Commission has approved a hotel along NE Front near the SAGE Center.

