

## MEMORANDUM

To: Mayor Keefer and members of the City Council  
Cc: Brandon Hammond, City Manager  
From: Carla McLane, Planning Official  
Date: March 27, 2026  
RE: Planning Department Monthly Update

---

Spring has sprung! And we are seeing that in an uptick of interest in development and requests for Development Review Permits for new homes. Which will be followed by permits for fences and sheds. Lions, and Tigers, and Bears, oh my!

**Strategic Planning Program:** You can follow these projects at [this location](#) on the City's website. For more information on the various projects, see below:

### Completed or Nearly Completed Projects:

- **Transportation System Plan (TSP):** Morrow County is in the long, slow process of co-adopting the TSP. The Morrow County Board of Commissioners should conclude with a final public hearing to be held next Wednesday, April 1. My hope is to be able to report at the City Council meeting that they have co-adopted. The ordinance adoption process will most likely take us to mid-April and without an emergency clause it won't be effective until mid-July. You can follow the next steps of the TSP Update [here](#).
- **Parks Master Plan (PMP):** We are working to correct a procedural error in the adoption process which you will have noticed on the agenda as the adopting Resolution is being rescinded with adoption occurring by Ordinance. Any questions will be addressed as part of the City Council actions.
- **Economic Opportunity Analysis (EOA):** The adoption documents are posted [here](#). As shared last month it has been appealed to LUBA.

### Projects Underway or Soon To Be:

- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** We are reengaged on this project. The next PAC meeting and an Open House will be held on May 19. You can follow the CP/BDC PAC [here](#).
- **Housing Capacity Analysis (HCA):** The first PAC meeting has been held, and the first two draft deliverables have been reviewed. We are waiting for some input on infrastructure availability which will come in April as part of the draft water management planning process. You can follow the HCA [here](#).
- **Main Street Interchange Area Management Plan Refinement (MS IAMP):** By the time you receive this the Notice of Intent to Award should have been released.

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

- **System Development Charge (SDC) Update:** An internal 'kickoff' meeting has been held, and we are working on responses to the consultant's data request.
- **Boardman Municipal Code (BMC):** One of the first components that we are focusing on is the enforcement and abatement process. After that, who knows!?

**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:** Other than Development Review Permit requests for new homes, not a lot has changed since last month's update. We have received a number of requests to allow development of Accessory Dwelling Units, which will require an amendment to the Development Code. Work on that will start soon.
- ✓ **Community Development:** We have received a subdivision application on commercially zoned land in the southwest quadrant of the Main Street interchange. With that we are also anticipating development applications within that same quadrant.

