

**MEMORANDUM**

To: Mayor Keefer and members of the City Council  
Cc: Brandon Hammond, City Manager  
From: Carla McLane, Planning Official  
Date: December 26, 2025  
RE: Planning Department Monthly Update

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When you read this, or by the time the City Council convenes for their first meeting of 2026, the calendar will have turned. Not by just a month but also a year. As we welcome 2026, I think it is a good time to take stock of what was accomplished in the year that is ending. And for the Planning Department the list is long. The following are just a couple of highlights:

- The Transportation System Plan was adopted. We are now waiting for Morrow County to co-adopt which should be concluded by mid-February.
- The Parks Master Plan has been reviewed by the Planning Commission and will come before the City Council on January 13<sup>th</sup>.
- The Economic Opportunities Analysis is completed with the adoption hearings scheduled for January and February of 2026.
- Development Review Permits for homes in Boardman continued at a regular pace again in 2025 with the approval and infrastructure installation initiated for the Chaparral subdivision assuring that single-family lots will continue to be available.
- New hotels, fast food restaurants, and speculative retail space have either been approved or will soon be.
- Significant work has been accomplished on the Comprehensive Plan and Development Code update project.

**Strategic Planning Program:** One down, two to go!! And more getting underway! You can follow these projects at [this location](#) on the City's website. For more information on the various projects, see below:

- **Transportation System Plan (TSP):** The City has adopted the TSP and next up is the Morrow County co-adoption. There has been an appeal to the Land Use Board of Appeals. As we move through the various steps of the appeal process, they will be reported here. You can follow the next steps of the TSP Update [here](#).
- **Economic Opportunity Analysis (EOA):** Public hearings are scheduled with the Planning Commission review in January with the City Council to follow in February. You can follow the EOA [here](#).
- **Housing Capacity Analysis (HCA):** We have achieved kickoff! The Public Advisory Committee has been selected with appointment on the February City Council agenda. You can follow the HCA [here](#).

- **Parks Master Plan (PMP):** The joint public hearing with the City Council and the Board of the Boardman Park and Recreation District is scheduled for January 13 at 7:00 pm at the Port of Morrow Riverfront Center. You can follow the PMP [here](#).
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** Still in a holding pattern. You can follow the CP/BDC PAC [here](#).
- **System Development Charge (SDC) Update:** Look for work on this project in the new year.
- **Main Street Interchange Area Management Plan (IAMP) Refinement:** The Scope of Work for this project is under development which will be promoted with a Request for Qualifications, working to get a consultant on board shortly. In the next month or so a Strategic Plan page will be established and a Public Advisory Committee appointed soon thereafter.

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

- **Boardman Municipal Code (BMC):**
  - Addressing Ordinance: Work is currently stalled.
  - The Transient Merchant ordinance is in place with staff doing outreach and education with those individuals and companies currently doing business in Boardman that would be regulated under these new provisions. An application form is available for those wishing to become compliant.
  - Park Regulations: More on this topic over the next two or three months.
- **Code Enforcement and Animal Control Program:** Focus areas have been around Winter sidewalk maintenance; abandoned vehicles and vehicles parking over 72 hours; and identifying inconsistencies within the Municipal Code that need to be addressed.

**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 winter doldrums are in place with the issuance of Development Review Permits for homes slowing. The development of the Chaparral subdivision will be a welcome addition to the housing inventory in Boardman.
- ✓ **Community Development:** As 2026 gets underway there are several action items that the Planning Commission will be reviewing over the next several months that will include industrial upgrades, commercial development on both sides of the Interstate, and multi-family development.

