

## MEMORANDUM

To: Mayor Keefer and members of the City Council  
Cc: Brandon Hammond, City Manager  
From: Carla McLane, Planning Official  
Date: May 27, 2025  
RE: Planning Department Monthly Update

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**Strategic Planning Program:** I am just back from a much needed 13-day vacation. But before I left, we got in a Transportation System Plan (TSP) Public Advisory Committee (PAC) meeting and a Parks Master Plan (PMP) Community Meeting. Earlier in May an Economic Opportunities Analysis (EOA) PAC meeting was also held. As always you can follow all of this at [this location](#) on the City's website.

- **Transportation System Plan (TSP):** At the TSP PAC meeting held on May 13 we discussed Technical Memorandum #6 which begins the process of looking at proposed solutions. This will be the topic of the Joint Work Session with the Planning Commission scheduled for next Tuesday, June 3, at 5:30 pm. You can follow the TSP Update and the PAC [here](#).
- **Economic Opportunity Analysis (EOA):** We are two PAC meetings in and are anticipating some deliverables from the consultant team soon. When those arrive, they will be posted to the City's website. You can follow the EOA PAC [here](#).
- **Housing Needs Analysis (HNA):** Still on hold but the rulemaking is nearing completion so we should be able to create a Scope of Work and engage the consultant soon. The appointment of the PAC for this activity will also be coming in the next couple of months.
- **Parks Master Plan (PMP):** There was a Community Meeting on May 13 that was well attended even though we ended up moving it indoors at the last minute. We are in the midst of the Park Naming contest which will close in early June. You can follow the PMP PAC [here](#).
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** This consultant team is taking a very interesting approach to the Comprehensive Plan update with the next PAC meeting on Monday, June 2. You can follow the CP/BDC PAC [here](#).
- **System Development Charge (SDC) Update:** Still on hold.

**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: Work continues at the staff level.
  - Shipping Containers: Work continues at the staff level.
- **Tower Road:** The Morrow County Board of Commissioners' decision has been appealed to the Land Use Board of Appeals by Jim and Kelly Doherty. Staff are working through next steps related to the appeal and the sale of the property.
- **Code Enforcement and Animal Control Program:** Current focus areas include abandoned vehicles, noise related to special events, and what to do with vacant lots. With it being spring there is also a focus on weed management for fire control.

**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 development may be changing ownership. This could help move the project more quickly.
- ✓ **Commercial Development:** Planning Commission has meetings on May 28 and June 26 with three requests for review. Once those make it through the Planning Commission process, I will share more.

