

## MEMORANDUM

To: Mayor Keefer and members of the City Council  
From: Carla McLane, Planning Official  
Date: October 29, 2024  
RE: Planning Department Monthly Update

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My intent is that, over time, you will be able to string these Planning Department Monthly Updates together and get a story of the changes that are occurring. Guess that means this is Chapter 2. I did take some time in October to visit my grandkids in South Dakota, but things continue to move along. Here's a brief update of what has and is happening:

**Strategic Planning Program:** This section is designed to provide an overview of the work we are doing on the myriads of planning program documents and inputs.

- **Transportation System Plan (TSP):** The first Public Advisory Committee (PAC) meeting will occur between the writing of this memorandum and the City Council meeting on November 5 during the afternoon of November 4. Amanda and I (mostly Amanda) are developing a home on the City's website for housing the various Technical Memorandums and videos of the meetings. I may be able to provide clear directions of where to look next Tuesday, should time allow.
- **Economic Opportunity Analysis (EOA):** I was hoping to have the PAC for your appointment at this meeting but that has slipped and will occur in December. Background work by the consultant team is happening and Technical Memorandums will be coming soon.
- **Housing Needs Analysis (HNA):** This activity is on hold for a bit longer due to the rulemaking that is occurring through the Department of Land Conservation and Development. More to come over the next couple of months.
- **Parks Master Plan (PMP):** The PAC has been appointed and the first meeting is scheduled for November 21<sup>st</sup>. There will be several activities that day with the consultant team that are still being worked through and scheduled.
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** The consultant team has been selected and by the City Council meeting the agreement will have been signed. Their first visit is scheduled for November 7.
- **Strategic Planning:** The survey has been deployed with a postcard version about to be mailed. Responses are coming in. I am excited to see what we learn from this!
- **System Development Charge (SDC) Update:** This remains in a bit of a holding pattern as other projects are getting underway.

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

- **Boardman Municipal Code (BMC):** We are still planning the December City Council Work Session as a time for discussion of this work.
- **Tower Road:** Several actions are being taken in and near the Tower Road Interchange. The City has applied for a land division of the property we own into three parcels. That should be concluded by the middle of December give or take. The Oregon Department of Transportation is also working on the development of an Interchange Area Management Plan while at the same time preparing to do maintenance of the bridge deck, both activities that Planning staff are participating in. Also underway is the Traffic Impact Analysis work to support our zone change request for the property in City ownership.
- **Park Blocks – East and West:** Work has started to further divide the property that the City recently acquired under the BPA lines both east and west of South Main Street. The land divisions will be completed by staff with notice to adjoining property owners. The change in zoning has been initiated with 35-day notice to the Department of Land Conservation and Development. That action will require two hearings, one before the Planning Commission and the final hearing before the City Council.
- **Code Enforcement and Animal Control Program:** An annual Code Enforcement Program is being developed that will see Planning and Code Enforcement staff focus on areas of concerns throughout the year. An example would be a focus on weed management in the month of April and June focused on registration of dogs to align with the annual rabies clinic. Also to be incorporated will be the regular solid waste voucher months.

**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.

- ✓ **Devin Replat:** A replat has recently been approved for the property at the corner of SW Front and South Main to allow for redevelopment of that property. We are anticipating an application for development, but nothing has been received as of this writing.
- ✓ **Homes, homes, and more homes:** Over the past several months upwards of 15 new homes have been permitted in both River Ridge and Tuscany. While development slowed for a while it never stopped and with the entry of Pro-Made Homes into the Boardman market building seems to have picked back up.

