

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

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 is now at work on the DRAFT TSP which will be headed to hearings this fall starting with a joint City/County Work Session in late August or early September. You can follow the TSP Update and the PAC [here](#).
- **Economic Opportunity Analysis (EOA):** We have received DRAFT memorandums concerning the Buildable Lands Inventory which, after staff review, will be provided to the PAC for discussion at a future meeting. You can follow the EOA PAC [here](#).
- **Housing Needs Analysis (HNA):** Still on hold. Appointment of the PAC coming soon.
- **Parks Master Plan (PMP):** The timeline for this project has been extended with the consultant team working on preparing the DRAFT Parks Master Plan. An additional PAC meeting has been added and is slated to be held soon. You can follow the PMP PAC [here](#).
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** We are in Phase II of this project with a summer outreach event being planned for the End of Summer celebration on August 22. More to come soon! 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:
 - On the TSP PAC Daisy Goebel has been replaced with Kaitlin Kennedy, both Morrow County Planning Department employees.

- Leslie Pierson has resigned from the EOA PAC. We are working on a replacement.
- Walter Ross has resigned from the CP/DC PAC. We are working on a replacement.

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 August City Council meeting.
 - Shipping Containers: Proposed language has been drafted and sent to the Department of Land Conservation and Development initiating the adoption process.
- **Tower Road:** We have withdrawn our application for the division of the subject property.
- **Code Enforcement and Animal Control Program:** Lots of dogs are at large with the warmer weather. This has resulted in at least two dogs being hit and killed in the last couple of weeks. We have had a great response from landowners with vacant lots mowing or at least providing a fire break. Work to address abandoned vehicles in the right-of-way is ongoing with success in removing them from our streets.

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:** During the first six month of 2025 we have issued 17 Development Review permits for homes – 15 new and 2 replacement.
- ✓ **Commercial Development:** During the first six months of 2025 we have issued 7 Development Review permits and three Site Design Review III permits for commercial development. There are currently three Site Design Review II permits and one Site Design Review III permits for commercial development pending approval.

