

MEMORANDUM

To: Mayor Keefer and members of the City Council
Cc: Brandon Hammond, City Manager
From: Carla McLane, Planning Official
Date: February 25, 2025
RE: Planning Department Monthly Update

Strategic Planning Program: Work continues. Tomorrow late afternoon the Parks Master Plan (PMP) Public Advisory Committee (PAC) will be meeting keeping that work moving along at an unbelievable pace. And then on Thursday the Joint Workshop with both the City Council and Planning Commission will be held to discuss work on the Transportation System Plan (TSP). We are also working to get the first PAC meeting for the Economic Opportunities Analysis scheduled in the next several weeks. You can follow all of this at [this location](#) on the City's website.

- **Transportation System Plan (TSP):** As shared above by the time the City Council meets in March the Joint Workshop with the City Council and Planning Commission will have been held. You can follow the TSP Update and the PAC [here](#).
- **Economic Opportunity Analysis (EOA):** Background work, in particular the Buildable Lands Inventory, has been ongoing. We attempted to schedule the first PAC meeting but the date has slipped and we are working to get it on the calendar. Appointment Letters have been sent. You can follow the EOA PAC [here](#).
- **Housing Needs Analysis (HNA):** This activity is still on hold for a bit longer.
- **Parks Master Plan (PMP):** As shared above a PAC meeting will be held between the writing of this update and the City Council meeting on March 4. You can follow the PMP PAC [here](#).
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** Lots of background work is occurring and we are having a conversation about how to modify the outreach for this update. You can follow the CP/BDC PAC [here](#).
- **Strategic Planning:** The Joint Workshop last month with the City Council and the Planning Commission was very informative. As a part of the agenda for the City Council meeting scheduled on March 4 you will be adopting the Strategic Plan which will provide a focus for the balance of this planning work and provide clear guidance for the next five to twenty years as Boardman continues to grow.
- **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):** As part of the City Council agenda for March 4 there will be several parts of the Right-of-Way License Ordinance to adopt. Please reach out prior to the City Council meeting with any questions That might arise.

Work will continue at the staff level on the proposed Addressing Ordinance. The final draft of the Business License ordinance will be the subject of a Community Meeting on March 18. The Shipping Container discussion is back with Planning as we will begin to draft some proposed Development Code language that will go through the adoption process with a recommendation from the Planning Commission and adoption by the City Council.

- **Tower Road:** Tonight is the final Morrow County Planning Commission Public Hearing on this matter with deliberation and a decision on the agenda. I will be able to provide an oral update at the March 4 City Council meeting.

The Oregon Department of Transportation (ODOT) has also initiated an Interchange Area Management Plan, or IAMP, process at this interchange which the City of Boardman will be involved with working to assure that Kunze Lane will be seen as a door into Boardman as well as provide protections through the process for land owned by the City at that interchange.

- **Park Blocks – East and West:** The land partition on the east side of the subject property has been completed with the Notice of Decision having been issued. The subdivision for the west side of the subject property will be heard by the Planning Commission at their March 20 public hearing. Once that is completed, next steps will be to identify property for surplus and move it through the required process with the City Council making the final determination(s).
- **Code Enforcement and Animal Control Program:** There has been a change in staffing for this program. As that settles in I will provide more information.

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:** Homes continue with a recent uptick in applications.
- ✓ **Commercial Development:** Not much new to share over the past month.

