

## MEMORANDUM

To: Mayor Keefer and members of the City Council  
Cc: Brandon Hammond, City Manager  
From: Carla McLane, Planning Official  
Date: April 29, 2025  
RE: Planning Department Monthly Update

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**Strategic Planning Program:** We are in the thick of it, for sure. Various PAC meetings continue with the Parks Master Plan process wrapping up this July, the Economic Opportunities Analysis concluding by September, and the Transportation System Plan being finalized by Christmas. I share this with you to let you know that there will be several adoption processes coming your way over the next six to eight months. You can follow all of this at [this location](#) on the City's website.

- **Transportation System Plan (TSP):** The TSP consultant team continues to be busy in the background working on the next Technical Memorandum. The next TSP PAC meeting is scheduled for the morning of May 13. You can follow the TSP Update and the PAC [here](#).
- **Economic Opportunity Analysis (EOA):** We have had the first EOA PAC with the next one scheduled for the afternoon of May 5. You can follow the EOA PAC [here](#).
- **Housing Needs Analysis (HNA):** This activity continues to be on hold for a bit longer. A recent conversation with staff at the Department of Land Conservation and Development tells me that we should be able to kick this off in January 2026 which is good news. It originally looked like it might be late 2026 before we could get started. I will be asking for the HNA PAC to be appointed sometime in the next couple of months to do some preliminary work related to the Buildable Lands Inventory that is being done connected to the EOA that will also look at residential lands.
- **Parks Master Plan (PMP):** This project is moving fast. Some changes have been made to both the Park Design and Park Naming projects with only the Park Naming happening in the near term. Park Design will be incorporated into follow-up work. You can follow the PMP PAC [here](#).
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** A community outreach activity is scheduled for this coming Saturday, May 3, with the next PAC meeting in early June. You can follow the CP/BDC PAC [here](#).
- **System Development Charge (SDC) Update:** This remains in a bit of a holding pattern as other projects are getting underway. Once we have the Parks Master Plan and

Transportation System Plan adopted, we will have the necessary inputs to complete this project.

**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:** We have a decision from the Morrow County Board of Commissioners on the Partition Plat with the next step getting it recorded to create the three proposed parcels.
- **Code Enforcement and Animal Control Program:** Several focus areas have been identified that will be our priority for the next several months. Those include abandoned vehicles, noise related to special events, and what to do with vacant lots. More to come on these and other issues.

**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 next focus areas for residential development include the next phase of River Ridge and Chaparral Phase II.
- ✓ **Commercial Development:** Two upcoming Planning Commission meetings will see no fewer than three developments with four actions to be reviewed for approval. Once those make it through the Planning Commission process I will share more.

