



## **MINUTES**

### **Planning Commission Meeting**

May 21, 2025 at 6:00pm

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Pro Tem Chair; John Marshall, Jerry Behney, Marissa Doyle, Jon Derby, Seth Clark (via ZOOM), William Wood (via ZOOM)

**MEMBERS ABSENT:** none

**STAFF/GUESTS PRESENT:** Megan Winner, Planning Director; Chloe Trifilio, LCOG Consultants

**TRANSCRIBED BY:** Madison Balcom; Administrative Assistant

#### **CALL TO ORDER**

Pro Tem Chair, John Marshall called the Planning Commission meeting to order at 6:03 p.m.

#### **ROLL CALL**

Planning Director, Megan Winner called roll. A quorum was present.

#### **AGENDA REVIEW**

There were no changes.

#### **PUBLIC COMMENT**

There were no requests to publicly speak, and no written statements had been received.

#### **APPROVAL OF MINUTES**

##### **1. April 16, 2025 minutes**

**MOTION:** Ms. Doyle moved, seconded by Mr. Wood to approve the April 16, 2025 minutes as presented.

***The motion passed unanimously as 6:0, with Behney, Clark, Derby, Doyle, Marshall and Wood voting affirmatively, none opposed.***

## COMMISSION BUSINESS

### 2. Walkable Cities Code Amendments

Special Guest and LCOG Consultant, Chloe Trifilio, gave a presentation on the Walkable Cities Code Amendments for Climate Friendly and Equitable Communities (CFEC).

The commission went over the amendments, standards, and exceptions of the code with Ms. Trifilio, and asked questions as they went through the components, which Trifilio answered.

The four amendments were;

1. Reducing max block length & requiring access: Commission was in favor of reducing the max block length and requiring access. Mr. Marshall mentioned wanting to ensure connectivity, which Trifilio was going to look further into.
2. Alley requirement: Commission was not in favor of the alley requirement, but considered having an incentive to doing an alley way instead of making it a requirement.
3. Max Setbacks: Commission decided to use a range for the front setback with a minimum of 10ft and maximum of 20ft, including the porch.
4. Walk up standards for a drive through: Commission was in favor of the walk up standards for a drive through, however keeping no block parking.

Ms. Winner mentioned that the city is planning on applying for the TGM program this year to do a Transportation System Plan update. The last Coburg TSP that was acknowledged by the state was in 1999. The application is due at the end of July.

## ADJOURNMENT

Pro Tem Chair Marshall adjourned the Planning Commission Meeting at 7:27 p.m.

**APPROVED** by the City of Coburg Planning Commission on this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
John Marshall, Pro Tem Chair

**ATTEST:** \_\_\_\_\_  
Sammy L. Egbert, City Recorder