



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4923
www.lebanonoregon.gov

MEMORANDUM

Development Services

Date: May 29, 2026

To: Mayor Jackola and City Council
From: Shana Olson, Development Services Director
Subject: Planning Commission Appointment and Reappointment

I. INTRODUCTION

Chapter 2.24 of the Lebanon Municipal Code (LMC) establishes the membership, terms of office, and appointment process for Planning Commissioners. The Commission consists of five regular members and four alternate members appointed by the Mayor with confirmation by the City Council. Commissioners serve four-year terms ending June 30, with terms staggered to ensure that approximately equal numbers of positions expire each calendar year.

II. CURRENT REPORT

The Development Services Department recently solicited applications for Planning Commission positions with expiring terms and a vacant alternate position. Staff received six applications, representing a higher-than-normal level of interest in serving on the Planning Commission and demonstrating strong community engagement in local land use and development matters.

An interview panel consisting of Planning Commission representatives and staff interviewed with applicants and evaluated candidates based on their interest in community service, understanding of land-use issues, ability to review and analyze proposals, and commitment to objective decision-making. Following the interview process, the panel unanimously recommends the reappointment of Don Robertson, who currently serves as Vice Chair of the Planning Commission, to a new term as a regular commissioner. The panel also unanimously recommends the appointment of Darla Bulmer to the vacant alternate commissioner position.

The panel found both candidates to be highly qualified and well-suited to serve the community through participation on the Planning Commission.

III. RECOMMENDATION

In accordance with Section 2.24 of the Lebanon Municipal Code, staff recommends that the Mayor appoint and the City Council confirm:

1. Don Robertson to a regular Planning Commission position for a term ending in 2030; and
2. Darla Bulmer to the vacant alternate Planning Commission position for a term ending in 2030.