



# PLANNING COMMISSION MEETING MINUTES

October 15, 2025 at 6:00 PM  
Library Community Meeting Room  
55 Academy Street, Lebanon, Oregon

## CALL TO ORDER / FLAG SALUTE

### ROLL CALL

#### PRESENT

Chair Don Robertson  
Vice-Chair Lory Gerig-Knurowski  
Kristina Breshears  
Don Fountain  
Alternate Shyla Malloy  
Alternate Michael Miller  
Alternate Regina Thompson

#### ABSENT

Karisten Baxter

#### STAFF

City Manager/City Engineer Ron Whitlatch  
Development Services Supervisor Shana Olson  
City Attorney Tre Kennedy

#### MINUTES – None

## COMMISSION REVIEW

### 1. Public Hearing – Planning File DCA-25-02

A proposed Development Code Amendment focusing on two distinct areas: (1) procedures and standards for formal code interpretations and (2) clarifications and updates to how recreational trails and related facilities are addressed.

City Attorney Kennedy provided background information and summarized the staff report. He proposed an amendment to 16.25.030(a)(1) – *Generally. Unless appealed, the formal interpretation of the Planning Administrator shall be the final decision of the City.*

*Chair Robertson opened the testimony portion of the hearing and invited comments in favor of the proposal.*

Thad Nelson, Build Lebanon Trails Board Member, expressed support for the Development Code amendment.

City Attorney Kennedy informed Mr. Nelson that the Commission received his written comments.

*With no additional comments in favor, Chair Robertson asked if anyone wished to speak in opposition. Hearing none, the public testimony portion of the hearing was closed.*

Commissioner Thompson expressed concern that this might be an imposition in low-density residential areas. In response to a question about language used by other cities, City Attorney Kennedy explained that Lebanon's trail development is unique, so the language regarding trails and recreation areas was not borrowed from other jurisdictions. He pointed out that this aligns the Development Code with the Comprehensive Plan so ensure no ambiguity or questions.

City Manager Whitlatch added that the City also has an adopted Trails Master Plan, which was developed with extensive public input. He confirmed that changing the language would not change the intent of the Trails Master Plan.

One of the commissioners commented that it was disappointing that someone would use a technicality to hinder the progress of the town's great trail system.

Motion to amend the language under 16.25.030(a)(1) (to read "...of the Planning Administrator shall be the final decision of the City.) made by Commissioner Malloy, seconded by Commissioner Miller. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Breshears, Fountain, Malloy, Miller and Thompson. The motion passed 7-0.

Motion to approve the Development Code amendment adopting modified language and/or findings made by Commissioner Breshears, seconded by Commissioner Fountain. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Breshears, Fountain, Malloy, Miller and Thompson. The motion passed 7-0.

## **COMMISSION BUSINESS AND COMMENTS**

City Manager Whitlatch announced that a meeting will be held in November to consider a conditional use permit for the existing Walgreens.

He also introduced Dan Fleishman from the Cascades West Council of Governments, who will be filling in until the City hires a new Community Development Director.

**ADJOURNMENT** – The meeting adjourned at 6:20 PM.