



LEBANON PLANNING COMMISSION MEETING MINUTES

May 21, 2025 at 6:00 PM

Santiam Travel Station – 750 3rd Street, Lebanon, Oregon

MISSION STATEMENT

The City of Lebanon is dedicated to providing exceptional services and opportunities that enhance the quality of life for present and future members of the community.

CALL TO ORDER / FLAG SALUTE

ROLL CALL

PRESENT

Chair Don Robertson
Vice-Chair Lory Gerig-Knurowski
Karisten Baxter
Kristina Breshears
Don Fountain
Alternate Regina Thompson

ABSENT

Alternate Shyla Malloy
Alternate W. Marcellus Angellford
Alternate Michael Miller

STAFF

Community Development Director Kelly Hart
City Engineer Ron Whitlatch
Development Services Supervisor Shana Olson
City Attorney Tre Kennedy

MINUTES – April 16, 2025 Planning Commission Meeting

The minutes were approved as submitted.

COMMISSION REVIEW

1. Public Hearing – Planning File A-25-02

A proposed annexation for the property located at 31666 SW 5th Street with the preliminary zoning designation of Residential Mixed Density (RM) (12S02W22D 00902)

Chair Robertson opened the public hearing. City Attorney Kennedy reviewed the public hearing process. Commissioner Breshears said that she knows the family that is renting the house, but the relationship would not influence her decision. No additional ex-parte contacts, conflicts of interest, or biases were disclosed by the Commissioners.

Community Development Director Hart presented the staff report. She stated that staff finds the proposal complies with the decision criteria for an Annexation and the establishment of the applicable zone. Staff recommends that the Planning Commission recommend the City Council

approve the Annexation of the subject area and establishment of the respective Residential Mixed Density (Z-RM) zone on the newly annexed property.

Chair Robertson asked clarifying questions of the applicant's narrative.

Applicant testimony – none

Testimony in favor of or in opposition to the applications – Joseph and Jennifer Cable, neighbors, expressed that they are not opposed to the annexation but requested assurance that they would be notified if any development was proposed and that they would not be required to annex.

The public hearing was closed.

Motion to approve by Commissioner Fountain, seconded by Commissioner Baxter. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, Fountain and Thompson. The motion passed 6-0.

2. **Public Hearing – Planning File DCA-25-01**

A proposed Development Code Amendment to implement portions of the adopted Housing Production Strategy.

Consultants Brandon Crawford and Darci Rudzinski from MIG, Inc. presented the staff report.

Laura LaRoque, resident, submitted written testimony included in the packet. Crawford said that they recommended not adopting the changes, as the Project Advisory Committee had already approved the document. Hart said that staff appreciates the effort put into the testimony, noting that comments were mostly about style, and the City has discretion to adopt the code the way it feels most appropriate. The Project Advisory Committee reviewed the language and had opportunity to comment and make modifications.

Testimony – There were no members of the public present for comment.

Hart clarified for Commissioner Thompson that Section A of 16.19.120, concerning affordable housing on non-residential or public land, applies to specific groups eligible under Senate Bill 8, now part of Lebanon's development code. If eligible, they must follow Section B standards. If not, they cannot develop on non-residential or public land and must develop according to the appropriate zoning.

Commissioner Thompson asked how the rule about "dwellings being 14 feet apart where flammable fuel is stored between units" is enforced. Hart explained that this is carried over from the old code, and the fuel likely refers to propane. In such cases, storage must be placed farther from the property. These additional standards apply when homes are close together.

Hart explained to Commissioner Thompson that the term "family" was removed due to a state law change. "Household" refers to individuals living together and functioning as a unit.

Hart clarified for Commissioner Thompson that, under Cottage Clusters Section 9b, parking spaces must be located at least 10 feet from the property line.

Commissioner Thompson said that she prefers the word "must" for clarity. Hart explained that "shall" is a legal requirement and is sometimes appropriate, while both terms carry similar weight and can be interchangeable. City Attorney Kennedy added that "shall" is more legal, whereas "must" carries a moral connotation.

Commissioner Fountain expressed that he would not be comfortable approving changes without first having them reviewed by the Project Advisory Committee.

Responding to Chair Robertson's observation that Policy P-42 and P-43 are identical, Hart said that she would look this over.

Motion to approve by Commissioner Breshears, seconded by Commissioner Baxter. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, Fountain and Thompson. The motion passed 6-0.

Chair Robertson thanked the consultants and those who served on the committee.

CITIZEN COMMENTS – None

COMMISSION BUSINESS AND COMMENTS

There will be no Planning Commission meeting in June.

Future Planning Commission meetings will be held at the Lebanon Public Library.

In response to Chair Robertson's question about the development next to Walgreens, Hart said that it will be a tractor supply store. She also provided a general development update.

ADJOURNMENT – The meeting adjourned at 7:15 PM.