

Meeting Minutes

Monday, June 10, 2024
6:30pm
Online Meeting Via Zoom

I. Call to Order

A regular session of the Gresham Planning Commission was called to order by Chair Stacey Rustad-Smith on the 10th of June, 2024 at 6:31pm. The meeting was held online via Zoom. The meeting was digitally recorded, and minutes were prepared by Hayley Hamann.

COMMISSIONERS PRESENT: Stacey Rustad-Smith, Chair
Tim Kamp, Vice-Chair
John Hartsock
Greg Schroeder
Frank Stevens
Doug Walker

COMMISSIONERS ABSENT: Kayla Brown

COUNCIL LIAISONS PRESENT: Jerry Hinton

STAFF PRESENT: Tabitha Boschetti, Planner 2
Amanda Lunsford, Administrative Analyst
Mary Phillips, Senior Planner
Ellen Van Riper, City Attorney
Jim Wheeler, Development Planning Manager

II. TYPE IV PUBLIC HEARING: Appeals Deadline Amendment Project (CPA-24-00168)

Chair Rustad-Smith reviewed the opening statement.

Order of Procedure

Application number CPA-24-00168 is a proposal to adopt Comprehensive Plan text amendments to Volume 3 (Development Code) of the Community Development Plan. These amendments include clarification of procedures when an appeal deadline falls on a weekend or holiday. The changes also create a new option for City Council to “call up” a Type III decision for an appeal hearing without need for an external Notice of Appeal.

- No Commissioners wished to make any disclosure or abstain from participating or voting on this application.
- No Commissioners declared any contact with any person or party involved in the hearing, other than staff.
- No Commissioners wished to object to the jurisdiction of the Commission to hear on the subject matter.

Staff Presentation

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Tabitha Boschetti gives a presentation to the Commission on application CPA-24-00168.

Staff Recommendation

Staff recommended that the Planning Commission forward the proposal to City Council with recommendation of approval.

Public Comments

Carol Rulla, member of the Kelly Creek Neighborhood Association

Carol Rulla suggested that the Planning Commission make a recommendation to City Council that anyone should be allowed to testify, even if they had not previously made a public comment on the application prior to the hearing.

Commissioner Discussion

Commissioner Hartsock asked a question about quorum for council that Van Ripper answered, stating that quorum would be 4 members. Several commissioners ask questions related to the newly proposed “call up” process. Jim Wheeler and Ellen Van Ripper answered each question.

Motion

The Commission closed the hearing.

Commissioner Stevens motioned that the Planning Commission recommend approval to the City Council the proposed application including changes to appeal deadlines and creation of the Council review process, as described in CPA-24-00168 in accordance with Exhibit A, based on the findings from the June 3rd, 2024, Staff Report.

Chair Rustad-Smith seconded the motion.

There was no discussion on the motion.

Commissioner Hartsock	Aye
Commissioner Kamp	Aye
Commissioner Rustad-Smith	Aye
Commissioner Schroeder	Aye
Commissioner Stevens	Aye
Commissioner Walker	Aye

The motion passed unanimously.

III. Other Commission Business

Staff Check-In: Mary Phillips gave the Planning Commission a schedule update.

Council Liaison Check-In: Councilor Hinton was no longer present by this point in the meeting.

Subcommittee Liaison Check-In: Commissioner Schroeder informed the group of updates from the recent Urban Forestry Subcommittee meeting. The Tree Code and committee concerns with setback standards and tree preservation were the main topic of update.

Chair Rustad-Smith gave an update on the CDHS subcommittee and how different grants and funding were allocated at their recent meeting.

Commissioner Round-Robin: No Commissioners had any updates.

IV. Adjourn

The meeting adjourned at 7:17pm

Chairperson

Recording Assistant

Date

Date

A full recording of this meeting is available upon request.