

# MINUTES

**January 18, 2024**  
**Planning Commission**  
**Regular Meeting**

**6:30 pm**  
**Hybrid Meeting**  
**McMinnville, Oregon**

**Members Present:** Sidonie Winfield, Matt Deppe, Dan Tucholsky, Gary Langenwalter, Beth Rankin, Brian Randall, Sylla McClellan, Rachel Flores, and Elena Mudrak

**Members Absent:**

**Staff Present:** Heather Richards – Community Development Director, Tom Schauer – Senior Planner, and Bill Kabeiseman – Bateman Seidel

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## 1. Call to Order

Chair Winfield called the meeting to order at 6:30 p.m.

## 2. Citizen Comments

None

## 3. Minutes

- February 16, 2023

The Commission approved the February 16, 2023, minutes unanimously with Commissioner Mudrak abstaining.

## 4. Planning Commissioner Training – Roles and Responsibilities

Special Legal Counsel Kabeiseman led the Commission through annual training. He discussed Oregon's land use planning framework, Senate Bill 100, statewide planning goals, land use planning in McMinnville, land use review categories, Type III decision procedure, 120 day rule and procedures, Type III roles and responsibilities, right to an impartial tribunal, public meetings and records requirements, deliberation and the decision, non-discretionary/discretionary criteria, written findings based on substantial evidence, conditions of approval nexus and proportionality in exactions, and recommendations for effective participation.

There was discussion regarding data integrity, goal posts, adding a requirement for a traffic impact analysis, citizens doing their own analysis, last minute addendums to staff reports, last minute public testimony, and 120 day rule. The Commission agreed it was helpful for staff to forward testimony after the deadline as staff received it.

## **5. 2024 Work Plan Discussion**

Community Development Director Richards reviewed the long range planning work plan for 2024 to 2029. She gave a background on the existing work plan and how the new plan had been compiled, additional items suggested by the Planning Commission, and 2024 City Council directive. She suggested the Commission prioritize the items they had added to the list.

The Commission discussed the details of these items, how they should be ranked, and staffing levels to accomplish the work. There was consensus for incentive zoning and mixed use as the highest priorities and green/climate standards would be a part of the TSP update.

Community Development Director Richards would look at staff workload and bring the list back to the Commission.

## **6. Commissioner Comments**

Commissioner Rankin shared her Concept Possible for the Three Mile Lane Project. She explained the purpose of the document, what the public said, issues to consider, several components, supermarket overview with rooftop garden and parking feature, beverage market overview and inspiration, arts and crafts market overview and features, arts and crafts work/housing setting, carousel setting and features, amphitheater setting and features, and summary.

Commissioner Deppe thought making developments more walkable and having less parking should be considered. He recommended books for the Commission to read on the subject.

## **7. Staff Comments**

Community Development Director Richards discussed upcoming meetings.

## **8. Adjournment**

Chair Winfield adjourned the meeting at 9:41 p.m.