Springfield Planning Commission

Minutes for Tuesday, November 16th, 2021

Regular Session

Meeting held virtually via Zoom

Planning Commissioners Present: Vice Chair Andrew Landen, Kuri Gill, Andrew Buck, Matthew Salazar, and Michael Koivula

Excused Absence: Chair Sophie McGinley, Grace Bergen

Staff: Sandy Belson, Comprehensive Planning Manager; Mark Rust, Current Planning Supervisor; Arva Hussain, Assistant Planner; Brenda Jones, Management Support Specialist; Kristina Kraaz, Assistant City Attorney

Vice Chair Landan called the meeting of the Planning Commission Work Session to order at 6:00 P.M.

WORK SESSION ITEM(S)

1. **Development Code Update Project – Draft Code Sections**
   Staff: Mark Rust, Current Planning Supervisor
   120 Minutes

Kristina Kraaz, City Attorney, read a brief statement regarding conflicts of interest.

Potential Conflicts of Interest:

- Commissioner Koivula owns residential property in Springfield.
- Commissioner Gill owns residential property in Springfield
- Commissioner Buck owns residential property in Springfield and he writes-up personal and commercial insurance policies in Springfield.
- Commissioner Salazar owns residential property in Springfield and he works for a real estate company in Springfield.
- Vice Chair Landen owns residential property in Springfield.

Mark Rust / Staff: reported on the Development Code Update Project, especially focusing on short term rentals, middle housing, and solar setbacks and standards. This meeting was the last Work Session on the Development Code before the public hearing slated for January 2022 (see packet in SOS).

REPORT OF COUNCIL ACTION

- Commissioner Landon reported on the meeting of November 1st, 2021.

BUSINESS FROM THE PLANNING COMMISSION – None

BUSINESS FROM THE DEVELOPMENT AND PUBLIC WORKS DEPARTMENT

Sandy Belson / Staff: briefly showed the commissioners how to access the "For Planning Commissioners" platform in Springfield Oregon Speaks (SOS). There the Commissioners can find the dates that they are responsible for reporting on Council Action. She also explained how to access the Public Comment section in SOS and which button one needs to click to show that the Public Comment has been read.

ADJOURNMENT – 7:25 P.M.