



CITY OF DONALD

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Planning Commission

Minutes

May 22, 2025 at 6:45 pm

Commissioners & Staff at City Hall: 10710 Main St. NE

Public Attendance at City Hall and via Zoom

OPEN MEETING: Chair Bryan Hall opened the regular meeting of the Donald Planning Commission on Thursday, May 22, 2025 at 6:52 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioners Present: Chair Bryan Hall, Commissioners: Cammi Hungate, Alice Bentz, Rick Olmsted and Trevor Alley

Commissioners Absent: Vice Chair John Crawford.

Staff Present: City Manager Eric Underwood, City Planner Holly Byram, MWVCOG, and Linda Hansen, Admin Assistant.

ADD/DELETE AGENDA ITEMS: None.

GENERAL COMMENTS FROM THE PUBLIC: None

OLD BUSINESS: None

NEW BUSINESS:

- I. Vote: Approval of Minutes from October 4, 2024 and February 27, 2025 meetings.
- ✓ Motion by: Commissioner Bentz, second by: Commissioner Hungate to approve the Planning Commission Minutes from the October 4, 2024 and February 27, 2025 meetings as presented. Discussion: None. Vote: 5-0-0. Motion carried.

PUBLIC HEARING

- I. Chair Hall opened the public hearing for Concurrent Land Use File(s) #ANX 2024-01, CPMA 2024-01, ZC 2024-01, PAR 2024-01 at 20774 Matthieu Street NE at 6:59 pm. City Planner Holly Byram read aloud the public hearing script which detailed the appeal process, substantive criteria upon which this case will be decided and the process and procedures for the public hearing. Chair Hall proceeded to ask the audience whether there were any challenges to the declarations made, nor not made by any member of this body to the published notices, or to the jurisdiction of the Planning Commission to consider this matter. There were none.

Chair Hall then asked Planner Byram to give the staff report. She explained that there were four applications in one package: Annexation, Comp Plan amendments, zone change and a partition into two parcels. She explained that these actions would prepare the property for future development and make the property more useable. The annexation, Comp Plan amendment and zone map would be updated by Ordinance with approval from the City Council, if the Planning Commission approved moving the applications forward tonight.

She mentioned that it was agreed that there would be a deferral for the existing home to connect to the city's sewer and water until 90 days after a new system addition is built. A Limited Use Overlay (LUO) would also be created for the Industrial Land, limiting the types of uses that could be approved for that property. The staff recommendation is to approve the applications with the Conditions of Approval, with the next step in the process being the consideration of an Ordinance by the City Council to enact the annexation, Comp Plan amendment and Zoning map update.

Marie Holladay from AKS shared a PowerPoint presentation, which outlined what was being requested by the applicant through the four concurrent land use applications.

Chair Hall and the Commissioners then asked some questions of the applicant and City Planner Byram.

Chair Hall opened the Public Hearing and asked if anyone would like to speak in support of the applicant. There was no testimony in support, in opposition or neutral regarding the applications.

Chair Hall closed the public hearing at 7:53 p.m. He then stated that there were four options:

1. Approve with the conditions as provided.
 2. Approve with a timeline to come into compliance.
 3. Deny.
 4. Continue hearing.
- ✓ Motion by: Commissioner Alley, second by: Commissioner Bentz, to recommend the Donald City Council APPROVE concurrent files #ANX 2024-01, CPMA 2024-01, ZC 2024-01, and PAR 2024-01 as presented, adopt the findings and recommended conditions of approval in the staff report, and direct staff to present an enacting ordinance.
- Discussion: None. Vote: 5-0-0 Motion carried.

COMMISSIONERS' DISCUSSION: None.

CITY MANAGER REPORT: Manager Underwood shared that Commissioner Bentz was resigning from the Planning Commission due to moving to Woodburn, after living 31 years in Donald. He presented her with a certificate of appreciation. He then proceeded to provide the group with updates regarding City activities, including the Arbor Day beautification, the Budget Committee's approval of the proposed FY 2025-26 budget, the Pacific Lumber grand opening, the 45-day notice to DLCD regarding the building moratorium in Donald due to the lack of adequate sewer infrastructure to provide any more service and a brief update on the building activity in town.

City Planner Byram mentioned that there are new housing bills coming, but most apply to cities with a population over 2500. HB 1537 stipulates that more land use would be decided at the staff level in an effort to streamline the land use process. Fewer land use applications might come before

the Planning Commission due to this and the Donald Development Ordinances (DDO) would need to be updated.

Manager Underwood said that the moratorium would likely be enacted at the July 8, 2025 City Council meeting. He mentioned not being able to contact the Harvest Gardens HOA and a couple of commissioners volunteered that they had contact information available to share with him.


Chair Hall shared that all Marion County Parks will now have a parking fee.

ADJOURN

- ✓ Motion by: Commissioner Alley, seconded by: Commissioner Hungate to adjourn the regular meeting of the Donald Planning Commission on Thursday, May 22, 2025 at 8:24 pm. No discussion. Vote: 5-0-0. Motion carried.

Date: June 26, 2025

Signed

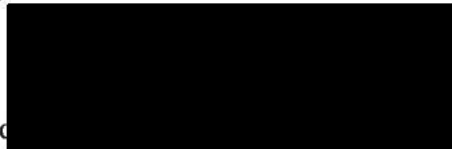


Jack Crawford, Vice Chair

ATTEST:

Date: June 26, 2025

Signed



Eric Underwood, City Manager