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Meeting Minutes

Monday, April 27, 2026
Online Meeting Via Zoom
6:30pm

I. CALL TO ORDER

A regular session of the Gresham Planning Commission was called to order by Chair Tim Kamp on Monday, April 27, 2026, at 6:30pm. The meeting was held online via Zoom. The meeting was digitally recorded, and minutes were prepared by Hayley Hamann.

COMMISSIONERS PRESENT:	Tim Kamp, Chair John Hartsock, Vice-Chair Chloe Anderson Delmi Manzanares Greg Schroeder Frank Stevens Doug Walker
COMMISSIONERS ABSENT:	Kent Zook
STAFF PRESENT:	Tabitha Boschetti, Planner II Gabby Sinagra, Planner II Ellen Van Riper, City Attorney Terra Wilcoxson, Comprehensive Planning Manager Hayley Hamann, Administrative Assistant
GUEST CONSULTANT:	Todd Prager, Todd Prager & Associates

II. WORK SESSION: TREE CODE UPDATE PROJECT

In November 2025, staff presented at a Council work session, discussing overhauling tree regulations versus keeping the general framework in the code and strengthening it to increase tree canopy. Council had concerns regarding overhauling but suggested that there were many improvements to be made.

The tree Project team responded to the input from Council and shared a draft of the updated City-approved tree list with the Urban Forestry Subcommittee and has been working on a Tree Guidebook, which would serve as a non-regulatory companion piece to the code. Staff cited unclear permitting processes and many differing standards as challenges to this project, as well as difficulty finding and comparing guidelines in the current code. Staff proposed consolidating tree regulations into one section, rewriting tree removal permit criteria, and clarifying tree categories.

In response to stakeholder input emphasizing a strong desire for tree preservation, staff have identified several options for consideration, including modifying encroachment allowances and exploring the use of financial guarantees for tree planting and mitigation.

In terms of tree removal permitting, the project team has been working toward clearer, more intuitive thresholds for when different levels of review are triggered, as well as aligning those thresholds for when an arborist report is required and when tree replacement is required. Staff mentioned that as they are considering adding size requirements for site trees, there is a need for clarifying how those would apply when tree removal is proposed in existing development scenarios.

The Planning Commission was prompted with a few options for moving forward with the project. As far as street tree replacement was concerned, Commissioners favored either continuing with the existing standard of a 3-foot-minimum wide planter strip for replacement or changing the standard to a minimum of 3 feet 6 inches wide planter strip. The second option suggests less tree replacement and sidewalk damage. The Commissioners did not favor the option that took replacement at more of a case-by-case basis approval of arborescent shrubs due to concern for more maintenance and impact to pedestrian ease of access to sidewalks. The consensus favored the staff proposal for a larger minimum planter strip.

For site tree requirements in industrial areas, the Planning Commission discussed concerns over the proposal for a fee-in-lieu, questioning how this would help the canopy of the direct site that is now paying the fee. Terra Wilcoxson suggested that the City's tree fund can be used for mitigation around the city, including planting trees in some of the areas with a lower canopy. Commissioner Stevens added that the industrial and commercial land is likely already the areas in the City with the highest heat index, drawing more concern for offering a fee-in-lieu in these areas. Commissioner Schroeder suggested that if the fee-in-lieu were offered, that the fee should be high enough to be disincentivize the removal of trees, or consequently adequately add to the tree fund if that route were chosen.

Staff asked the Commission whether all site trees should count the same with regards to how large DBH they are. Commissioner Stevens remarked that preservation of older trees with larger canopies makes a lot of sense for the city, and that the two options that staff have presented as far as larger trees counting as "more" both apply. Chair Kamp asked if the proposed changes would consider differing species as problematic or not counting toward the overall amount to which Tabitha Boschetti answers that the proposed code would implement parameters around it to prevent keeping something that is on the nuisance tree list or is already dead and dying just because it is larger and more mature.

On the topic of tree removal permit fees, Commissioner Kamp voiced concern over a cap, suggesting that if the trees are to be removed, they should all be paid for. Commissioners suggested that comparison cities fee caps of approximately $5,000 do not do enough to disincentivize tree removal, and easily opens up the option for clear-cutting the site. The Commission favored the option of charging a fee per tree removed, rather than a fee per a range of trees removed.

The Commission was in overall agreement that if a retroactive tree removal permit fee were to be put in place, it should be scaled by impact (size of tree, quantity of trees removed, and number of previous infractions).

The Tree Code project team is scheduled to go before Council on June second, then plans to return to the Planning Commission with draft code for a work session.

III. OTHER COMMISSION BUSINESS

Minutes Review:
The minutes from April 13, 2026, were approved unanimously with no suggested changes.

Staff Check-In:
The meeting scheduled for May 11th includes two work sessions on the agenda: Economic Opportunity Analysis and the Springwater Plan District Study.

Commissioner Round-Robin:
Commissioner Schroeder attended the most recent Urban Forestry Subcommittee meeting in which they had a work session on the Tree Code project. Commissioner Stevens added that May is Bike Month and spoke to a number of bike events going on around Gresham.

IV. ADJOURNMENT

The meeting adjourned at 8:05pm.

Tim Kamp Digitally signed by Tim Kamp Date: 2026.11.17 10:22:40 -08'00'

Chairperson

11/17/26

Date

Hayley Hamann Digitally signed by Hayley Hamann Date: 2026.10.13 14:14:45 -07'00'

Recording Assistant

10/13/26

Date

These meeting minutes were approved by the Planning Commission on September 28, 2026.

Meeting Recording:
https://greshamoregon.zoom.us/rec/share/NFxx9P0n7yDsILKNwOVBCadyPHzNK6WZ3m8J99OfcHeIclIpPqzB0R7iHudQdmxq.Xq6AWjKzfbusNucj