1333 NW Eastman Parkway
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Meeting Minutes

Monday, September 28, 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 September 28, 2026, at 6:35pm. 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
Greg Schroeder
Frank Stevens
Kent Zook

COMMISSIONERS ABSENT:
Chloe Anderson
Delmi Manzanares

STAFF PRESENT:
Tabitha Boschetti, Planner II
Amanda Lunsford, Administrative Analyst
Gabby Sinagra, Planner II
Helen Toloza, Assistant City Attorney
Terra Wilcoxson, Planning Manager, Staff Liaison

II. TREE CODE UPDATE PROJECT WORK SESSION

Staff gave an overview of the project timeline from the inception in 2022 up through the updates presented for this work session. The project team reported that community members and City Council have expressed support for preserving existing trees where feasible, expanding site tree requirements to commercial and industrial properties, and providing a fee-in-lieu option when planting requirements cannot be met. Feedback also supported a scaled approach to tree removal impact fees and the implementation of retroactive permit fees that are proportional to the level of impact.

Staff explained that the proposed code updates are intended to provide clear and consistent criteria for interpretation and application, while consolidating tree regulations into a single section of the development code. A consulting arborist provided guidance on developing uniform planting standards. Overall, the proposed amendments place a stronger emphasis on tree planting during development and on replanting when tree removal occurs in order to support the City's long-term urban forestry goals.

The proposed code would retain the existing standard of one tree per 3,000 square feet of site area. The discretionary review path would be limited to designated town centers. The draft also introduces a scaled approach to tree preservation based on a tree's diameter at breast height (DBH). Staff proposed a new tree removal permit structure that includes a base application fee along with an impact fee based on the number of trees removed. Revenue generated through the

impact fee would be deposited into the city's tree account to support urban forestry initiatives and provide the Planning Department with more flexible access to professional arborist services. Council is expected to provide direction on fee levels this fall and will formally consider fee adoption in early 2027, with any approved fee changes taking effect concurrently with the code updates.

Staff noted that the draft code proposes new tree removal categories and review criteria designed to be clearer, more straightforward, and easier to administer. The draft code is anticipated to be available for public review during the first or second week of October. A public hearing before the Planning Commission is scheduled for November 9, followed by a City Council hearing on December 8.

III. OTHER COMMISSION BUSINESS

Minutes Review:
Meeting minutes from April 27, 2026, and August 24, 2026, were unanimously approved as presented.

Staff Check-In:
Terra gave a scheduling update – October meetings will be cancelled unless any pressing agenda items come up. The Tree Code Update Project public hearing is scheduled for the November 9th meeting. Council recess is scheduled for December 14th – January 4th. The Goal 9 Economic Development Update Project is scheduled to go before Council for a hearing on October 6th.

Commissioner Round-Robin:
No commissioners had any updates to announce.

VI. ADJOURN

The meeting adjourned at 7:44pm.

Tim Kamp Digitally signed by Tim Kamp Date: 2026.11.17 10:23:27 -08'00'
Chairperson

11/17/26
Date

Hayley Hamann Digitally signed by Hayley Hamann Date: 2026.11.10 15:56:32 -08'00'
Recording Assistant

11/10/26
Date

These meeting minutes were approved by the Planning Commission on November 9, 2026.
Meeting Recording:
https://greshamoregon.zoom.us/rec/share/CFihPoN7VoSm0ani9cAjNfDtpyTPOKn7PnwRnxYTJD5ZW-k-HAbwiRKt5s8ugA7D.cSpQbxVAKOas_nYO