

Meeting Minutes

Monday, April 14, 2025
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 the 14th of April, 2025, at 6:31pm. 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

COMMISSIONERS ABSENT: Doug Walker
Kent Zook

STAFF PRESENT: Hayley Hamann, Administrative Assistant
Steve Fancher, Assistant City Manager
Amanda Lunsford, Administrative Analyst
Elizabeth McCann, Director of Budget & Finance
Mary Phillips, Senior Planner, Staff Liaison
Gabby Sinagra, Planner II
Mark Takahata, CIP Program Analyst
Jim Wheeler, Development Planning Manager
Ellen Van Riper, City Attorney

II. TYPE IV PUBLIC HEARING: Capital Improvement Program (CWP-25-00068)

Chair Kamp reviewed the opening statement.

Order of Procedure

Application number CWP-25-00068 is a proposal to adopt the 2025/26-2029/30 Capital Improvement Program (CIP) for the City of Gresham. Projects are proposed for the following programs:

- Wastewater Collection & Treatment Plant
- Water
- Transportation
- Footpaths & Bikeways
- Parks, Trails, and Open Space
- General Development
- Stormwater
- Urban Renewal

- No Commissioners wished to make any disclosure or abstain from participating or voting on this application.
- No Commissioners declared any contact with any person or party involved in the hearing, other than staff.
- No Commissioners wished to object to the jurisdiction of the Commission to hear on the subject matter.

Staff Presentation

Steve Fancher gave a quick presentation and recap of the CIP projects proposed for the 2025/26-2029/30 fiscal years.

Different program areas have different funding sources such as system development charges, grants, or taxes. No General Fund dollars are used in the CIP projects. Project priorities are determined by council goals, master plans, seismic resiliency studies, and public input.

CIP project highlights from different program areas included:

- Wastewater
 - Collection system
 - Treatment plan
- Water
 - Distribution system
 - Groundwater supply development
 - Seismic resiliency
- Transportation
 - Pavement preservation
 - Arterial improvements
 - Intersection improvements
 - Bridges, signals, and streetlights
- Footpaths
 - ADA improvements
 - Pedestrian enhancements
 - Wy'East Trail improvements
 - Sidewalks and bike routes
- Parks
 - Gradin Sports Park development
 - Metro Local Share Allocation (Plans to be made for undeveloped parks: Southwest and Southeast Community parks)
- General Development
 - Supports development of Pleasant Valley and Springwater areas
 - Allows SDC credits for construction of qualifying improvements
- Stormwater
 - Localized drainage improvements
 - Water quality and stream channel stability
 - Pipe repair and maintenance
- Urban Renewal
 - POIC Campus
 - Yamhill Corridor

- Fire Station Design/Estimates
- B184 Site improvements

Staff Recommendation

Staff recommended approval of CWP-25-00068 adopting City of Gresham Capital Improvement Program projects for fiscal years 2025/26-2029/30 to the City Council.

Public Comments

There were no public comments made at this hearing.

Commissioner Discussion

There was no Commissioner discussion for this hearing prior to the motion and vote. Vice Chair Hartsock made a comment after the hearing was closed that there needs to be conversations around how to get projects moving in the Pleasant Valley and Springwater plan districts.

Motion

The Commission closed the hearing.

Vice-Chair Hartsock motioned that the Planning Commission recommend to City Council the approval of CWP-25-00068 adopting the City of Gresham Capital Improvement Program projects for fiscal years 2025/26-2029/30 based on the findings, conclusions, and recommendations in the April 2, 2025, Staff Report.

Commissioner Schroeder seconded the motion.

There was no discussion on the motion.

Commissioner Anderson	Aye
Commissioner Hartsock	Aye
Commissioner Kamp	Aye
Commissioner Manzanares	Aye
Commissioner Schroeder	Aye
Commissioner Stevens	Aye

The motion passed unanimously, 6-0.

III. TYPE IV PUBLIC HEARING: Butler Road Street Name Change Project (MISC-25-00038)

Chair Kamp reviewed the opening statement.

Order of Procedure

Application number MISC-25-00038 is a City-initiated street naming and readdressing Ordinance to update three existing segments of SW Butler Road to SW Binford Avenue, SW 39th Street, and SW Rodlun Road, consistent with the Future Street Plan in the Transportation System Plan as part of the construction of the Butler Creek Subdivision and includes nine address changes.

- No Commissioners wished to make any disclosure or abstain from participating or voting on this application.
- No Commissioners declared any contact with any person or party involved in the hearing, other than staff.
- No Commissioners wished to object to the jurisdiction of the Commission to hear on the subject matter.

Staff Presentation

Jim Wheeler gave a brief presentation on the findings of the Butler Road Street Renaming project. The realignment of SW Butler Road was formalized with the approval and construction of Butler Creek Elementary School in 2001. With construction of the realigned SW Butler Road near completion, the streets that make up the existing alignment to the south of the realignment need to be renamed to avoid confusion and delay in emergency services. The street and road name changes proposed were done in compliance with the City adopted street naming and addressing guide.

Wheeler addressed a written public comment that had come in regarding the renaming of the east/west portion of SW Butler Road on which the original homestead of the Butler Road namesake, Euphemia Butler, is located. Current residents and descendants of Euphemia Butler requested that this segment of the road be renamed SW Old Butler Lane. Although this requested street name aligns with the provisions in the Street Naming and Addressing Guide, the most critical potential impact would be related to emergency services. In follow up with Emergency Services, they recommended that the road not be named SW Old Butler Lane due to its proximity to the new SW Butler Road with concern that it would cause confusion with emergency calls to the area, potentially causing delays to care.

Staff Recommendation

Staff recommended that the Planning Commission recommend approval of City Application MISC-25-00038, the renaming of streets and address changes, to the City Council in accordance with the Ordinance attached as Exhibit E in the April 3, 2025, Staff Report.

Public Comments

There were no public comments made at this hearing. There was one written comment received from Carl and Dolores Clinton prior to the hearing which was addressed in the staff presentation. Mr. and Mrs. Clinton had requested to appear before the Planning Commission to comment during the hearing, but did not end up attending the hearing.

Commissioner Discussion

Commissioners asked for clarification on naming conventions related to street vs. road. Vice Chair Hartsock commented that he concurred with Public Safety and their concerns for the citizen-proposed naming of 39th Street to SW Old Butler Road, but also voiced understanding of how difficult and arduous address changes can be for current residents.

Motion

The Commission closed the hearing.

Commissioner Stevens motioned that the Planning Commission recommend approval of application MISC-25-00038, the renaming of streets and address changes, to the City Council in accordance with the Ordinance attached as Exhibit E. in the April 3, 2025, Staff Report.

Vice Chair Hartsock seconded the motion.

There was no discussion on the motion.

Commissioner Anderson	Aye
Commissioner Hartsock	Aye
Commissioner Kamp	Aye
Commissioner Manzanares	Aye
Commissioner Schroeder	Aye
Commissioner Stevens	Aye

The motion passed unanimously, 6-0.

IV. Other Commission Business

Staff Check-In: Mary Phillips gave the Planning Commission a schedule update. Appointed Commissioner Jacqueline Matulewicz has resigned from the Planning Commission due to a relocation. The plan is to recruit for one more Commissioner over the summer.

Council Liaison Check-In: Council will be reviewing the City budget over the next few weeks. The Annual Gresham Green and Clean event is being held Saturday, May 17th at Aspen Highlands Park.

Subcommittee Liaison Check-In:

Vice Chair Hartsock gave a brief update on a recent Historic Resources Subcommittee meeting. A new chair and vice chair were recently elected. The HRS recently reviewed an application for exterior changes to the Hamlin Johnson house, a property that is on the national registry.

Commissioner Round-Robin: Commissioner Stevens informed the Commission that the Gresham Lilac Run is scheduled for Saturday, April 26th and that there are opportunities to volunteer.

IV. Adjourn

The meeting adjourned at 7:18pm

Chairperson

Recording Assistant

Date

Date

A full recording of this meeting is available upon request.

*These meeting minutes were approved by the Planning Commission on May 19, 2025.