



CITY OF ALBANY  
Planning Commission

**MINUTES**

Monday, October 28, 2024  
Council Chambers – 5:15 p.m.  
Approved: December 16, 2024

Call to Order

**5:15 p.m.**

Chair JoAnn Miller called the meeting to order at 5:15 p.m.

Pledge of Allegiance

Roll Call

Commissioners Present: Chair JoAnn Miller, Ted Bunch Jr., Stacey Bartholomew, Circe Verba, Bill Ryals (arrived at 5:19 p.m.), Ron Green

Not present: Kenny Larson, Skylar Bailey (excused), Karen Cardosa

Approval of the Minutes

**5:16 p.m.**

**Motion:** Commissioner Bartholomew moved to approve the minutes from the October 14, 2024, meeting as presented. Commissioner Green seconded the motion, which passed 5-0.

Business from the Public

None.

Public Hearing Continuance: Planning file CP-01-24, ZC-01-24, PA-08-24 and NR-02-24, Type IV Quasi-Judicial process. Comprehensive Plan and Zoning Map Amendment, Partition, and Natural Resource Impact Review.

***Chair Miller called the public hearing to order at 5:17 p.m.***

Commission Disclosures

There were no conflicts of interest declared.

There was no new ex parte contact reported (ex parte contact had already been declared at the October 14, 2024, hearing by Commissioner Bartholomew, who had expressed that her participation in the hearing could remain unbiased).

No commissioners abstained from participating in the proceedings and there were no challenges to participation offered to commissioners present.

All stated that they have attended the October 14, 2024, hearing or if absent had reviewed the staff report and materials and watched the October 14, 2024, public hearing video recording.

Current Planning Manager, David Martineau read the hearing procedures.

Staff Report

**5:43 p.m.**

Project Planner, Jennifer Cepello announced that this was a resumption of the October 14, 2024, hearing on Planning File CP-01-24, ZC-01-24, PA-08-24 and NR-02-24, and shared slides\* giving a brief recap of the application. She listed the decision-making code criteria used in the review, noting that the City Council has the deciding vote.

Applicant Testimony

**5:22 p.m.**

Applicant representative, Kim Riccitelli with Green Cascades LLC, reported that at the close of the last hearing they were made aware that there was an ongoing municipal citation on the property. The owners have been doing ongoing clean-up work to the property to address the citation. They are asking the commission review based on the merits of the proposal and code criteria and consider the needs reflected in the current housing needs analysis and implementation plan. She hoped that the violation would not

interfere with the process and further suggested that fulfilling the requirements of the citation be a condition of approval before moving forward.

Public Testimony

**5:25 p.m.**

Tracy Voeller provided new testimony not in favor of the application and read his statement\* into the record. He shared his concerns with the application regarding traffic and safety and requested that the Commission not recommend the proposed application to the City Council.

Curtis Pitt provided testimony against the proposal and shared his concerns regarding traffic. Additionally, he shared his concern for the wildlife in the riparian corridor and provided photos\* for the record.

Applicant Rebuttal

**5:34 p.m.**

Kim Riccitelli provided a reminder that there is no development being proposed with this application, and that they have no development plans at this time. She responded to the traffic concerns providing additional clarification.

Staff Response

**5:35 p.m.**

Martineau addressed the State Legislative changes dealing with middle-housing zone allowances.

***Chair Miller closed the Public Hearing at 5:39 p.m.***

Commission Questions

Commissioner Verba asked for clarification on the number of traffic trips. Cepello responded that the memo was based on maximum buildup peak p.m. trips. Without any development with just a single or tri-plex then obviously the traffic would be significantly less than a full buildup. Townhouses development would have a required traffic review.

**Motion:** Commissioner Bunch Jr. motioned that the Planning Commission recommend that the City Council approve the proposed Comprehensive Map Amendment, Zone Map Amendment, Partition, and Natural Resource Impact Review as conditioned under planning file CP-01-24, ZC-01-24, PA-08-24 and NR-02-24 in the October 7, 2024 staff report with the following condition of approval: that the applicants have resolved the municipal citation pending against the property. This motion is based on the findings and conclusions in the staff report and findings in support of the application made during deliberations on this matter.

Martineau noted that this condition was added to the October 7, 2024, staff report.

Commissioner Ryals seconded the motion, which passed 5-0 with Commissioner Miller abstaining.

The recommendation will be sent to the Council for their decision on Wednesday, November 6, 2024, at 6:00 p.m.

The Chair encouraged public testimony at the City Council meeting and advised any appeals be brought before the Council.

Business from the Commission

None.

Staff Updates

**5:47 p.m.**

Comprehensive Planning Manager, Anne Catlin reviewed upcoming meeting dates and updates, including a forum and hearings on the Housing Implementation Plan and Climate-Friendly Areas Implementation Project open houses and a Joint Work Session and hearings. They will also be working on housekeeping items in the beginning of the Comprehensive Plan Update, and a bigger update effort next year.

Martineau added that they have tentatively scheduled a Planning Commission meeting December 16, 2024, in relation to code updates having to do with FEMA the pre-implementation compliance measures that the City has to undertake.

He also noted that staff proposed scheduling the Commission meetings down to once per month starting in 2025 upon need. Catlin said that they usually try and schedule them on the third Monday of the month, but dates may change.

Next Meeting Date

The next meeting is tentatively scheduled for November 2024, at 5:15 p.m.

Adjournment

Hearing no further business, Chair Miller adjourned the meeting at 5:55 p.m.

Respectfully submitted,

*Signature on file*

Susan Muniz  
Recorder

Reviewed by,

*Signature on file*

David Martineau  
Current Planning Manager

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cdaa@albanyoregon.gov](mailto:cdaa@albanyoregon.gov).*