



Planning Commission Meeting

7PM

Public Safety Building

401 E Third St

Hybrid: Instructions To Join Electronically At www.Newbergoregon.Gov

Email Comments To: Fe.Bates@Newbergoregon.Gov

November 13, 2025

1. CALL MEETING TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

(5-minute maximum per person - for items not on the agenda)

4. CONSENT CALENDAR

- a. [10/9/2025 Planning Commission Meeting Minutes](#)

5. ITEMS FROM STAFF

- a. Updates on Long-Range Planning Work Program: UGB and Housing
 - i. [Memo](#)
 - ii. [Development Pipeline-Looking Ahead Presentation](#)
- b. Anticipated Schedule of Planning Commission Activities
- c. Staff Updates for Planning Commission

6. ITEMS FROM COMMISSIONERS

7. ADJOURNMENT



Planning Commission Meeting

October 9, 2025

CALL MEETING TO ORDER

Chair Linda Newton-Curtis called meeting to order at 7:00 p.m.

ROLL CALL

Commissioners Present: Linda Newton-Curtis(Chair)
Jason Dale
Mathew Mansfield
Randy Rickert
Jose Villalpando (Vise Chair)-Joined late via Zoom
Kriss Wright
Kayla Maverick-Via Zoom

Commissioners Absent: Elise Steffen (Student)

City Council Representative: Absent

Staff Present: Community Development Director: Scot Siegel
Associate Planner: Jeremiah Cromie
Administrative Assistant: Fé Bates

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

7/10/2025 Planning Commission Meeting Minutes

Chair Linda Newton-Cutis asked if there were any comments on the Planning Commission meeting minutes from August 14, 2025. There were none.

*Commissioner Wright moved to approve the planning commission meeting minutes as written for 8/14/25.
Commissioner Dale seconded the motion.*

The motion passed unanimously with all present members voting "Aye".

PLANNING COMMISSION TO CONSIDER REMOVAL OF MEMBER FOR

NONPERFORMANCE OF DUTY

Chair introduced the item regarding the consideration to remove a commission member for nonperformance of duty.

Commissioner Dale stated that while disappointing, this was a fairly straightforward case and he saw no reason to vote against removal.

Motion by Commissioner Wright, seconded by Commissioner Dale, to recommend to the City Council the disqualification and removal of Student Commissioner Stefan for nonperformance of duty

Motion passed unanimously with all present commissioners voting in favor.

LEGISLATIVE WORK SESSION

DCA25-0002: Code Maintenance 2025

Chair Linda Newton-Curtis opened the public hearing.

Community Development Director Siegel presented Resolution 2025-400, the city's package of annual development code maintenance amendments. Director Siegle explained that the Planning Commission had previously held two work sessions on this topic on July 10 and August 14, 2025, and presented the amendments that came from the guidance and requests made by commissioners during those meetings.

No commissioners had questions regarding the proposed amendments.

Following staff's presentation and with no public testimony, Chair closed the public hearing.

Commissioner Wrigh motioned to adopt resolution number 2025-400 , which recommends that the City Council amend Newberg Municipal Code, Title 15 Development Code, to clarify regulations, comply with State Land Use requirements, and improve customer service in the permit process, seconded by Commissioner Mansfield

Motion passed unanimously with all commissioners present voting in favor.

ITEMS FROM STAFF

Community Development Director Siegel reported that no public hearings are currently scheduled for the November 13 meeting. However, Director Siegel suggested providing the commission with an update on the urban growth boundary work that is part of the planning division's work program, an update on the city's work on housing compliance with state housing laws and updating the city's housing plan.

Director Siegel informed the commission that they are assisting the school district with a school attendance boundary study. As part of this work, they are collecting data that could address the commission's previously expressed interest in housing starts, permits in the pipeline, and what to expect over the next 3-5 years.

The Chair and several commissioners expressed interest in receiving these updates at the November meeting.

ITEMS FROM COMMISSIONERS

Commissioner Wright raised concerns about student commissioners being absent during summer months, which leaves the Planning Commission at risk for not meeting quorum now that they have voting rights. She suggested several strategies to address this issue:

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- Adjusting the timeline of student commissioner appointments to reflect the academic year, ending in June instead of December
 - Considering short-term summer alternatives or junior commissioners who could step in temporarily
 - Assigning student commissioners with staggered start and end dates
 - Continuing to allow virtual attendance
 - Confirming student commissioners' attendance in advance
 - Offering incentives for attending summer meetings through recognition, certificates, or leadership notes
 - Creating a mentorship pairing with adult commissioners
 - Building a culture of ownership by giving future student commissioners leadership over specific agenda items that resonate with youth

Director Siegel informed the commission that they could formalize recommendations on these matters, or individual commissioners could convey suggestions to the mayor or city council.

Commissioner Dale requested that staff relay a message to the Traffic Safety Commission about the need for center line striping on Second and Third Streets near Everest and 219, noting that without proper striping, drivers tend to drive in the middle of the road when cars are parked on both sides.

Chair expressed a desire to step down as chair due to concerns about performance but was encouraged by fellow commissioners to continue for the remaining meetings of the term.

ADJOURNMENT

Chair Linda Newton-Curtis adjourned the meeting at: 7:23 p.m.

Attest:

Linda Newton-Curtis, Planning Commission Chair

Fé Bates, Office Assistant

November 5, 2025

TO: Newberg Planning Commission

FR: Scot Siegel, Community Development Director
Jeremiah Cromie, Associate Planner
James Dingwall, Associate Planner
Leanne Wagener, Associate Planner

RE: Updates on Long-Range Planning Work Program: UGB and Housing

As requested, on November 13, 2025, staff will update the Planning Commission on housing production in the city and urban growth boundary planning. These items are informational only.

- **Housing Production**

Based on a survey of existing entitled developments of 10 or more dwelling units, Newberg is on track to produce housing and add population at levels consistent with adopted population forecasts. Staff will present data on housing production. See attached slides.

- **Housing Capacity Analysis**

The City was recently awarded a \$100,000 grant from the Oregon Department of Land Conservation and Development to prepare a Housing Capacity Analysis, the first step in reviewing citywide housing needs. The Planning Commission will provide feedback on the project at key milestones in 2026 and review the study in a public hearing before it is adopted into the comprehensive plan.

- **Urban Growth Boundary (UGB) Expansion – Industrial Lands**

Urban Growth Boundary (UGB) expansion is City Council goal and a critical project on the Long-Range Planning Work Program:

***City Council Goal 2:** Identify industrial land and attract employers to encourage family wage jobs. Objective 1: Make application to bring land into the urban growth boundary to zone for light manufacturing within 5 years.*

On October 4, 2025, City Council adopted an Employment Opportunities Analysis, the first step toward amending the UGB for light manufacturing and other employment uses.

Any proposal to amend the UGB for employment lands would be reviewed by the Newberg Urban Area Management Commission (NUAMC), an intergovernmental body established by

the City of Newberg and Yamhill County to act as a hearings officer in accordance with ORS 215.406 and to implement the provisions in the Newberg Urban Area Growth Management Agreement. NUAMC has the following members:

- Member of the Yamhill County Board of Commissioners designated by the Board
- Mayor or Council person of the City of Newberg designated by the Council
- **Member of Newberg Planning Commission designated by the City Council**
- Member of the Yamhill County Planning Commission designated by the Board of County Commissioners
- Member who is a citizen of the City of Newberg designated by the City Council
- Member-at-large chosen by the above NUAMC members and ratified by the City Council and County Board

Decisions made by NUAMC are referred to the Newberg City Council and Yamhill County Board of Commissioner for final adoption.

- **One-Time Urban Growth Boundary (UGB) Expansion – Housing**

Council has directed staff to explore a one-time UGB expansion for housing as authorized by Oregon Senate Bill 1537 (2024). Staff are currently coordinating with the Oregon Department of Land Conservation and Development to confirm Newberg's eligibility for a one-time UGB expansion and will update the Planning Commission when more is known.

Development Pipeline Looking Ahead

Planning Commission
November 13, 2025





Map of Developments with 10+ Units

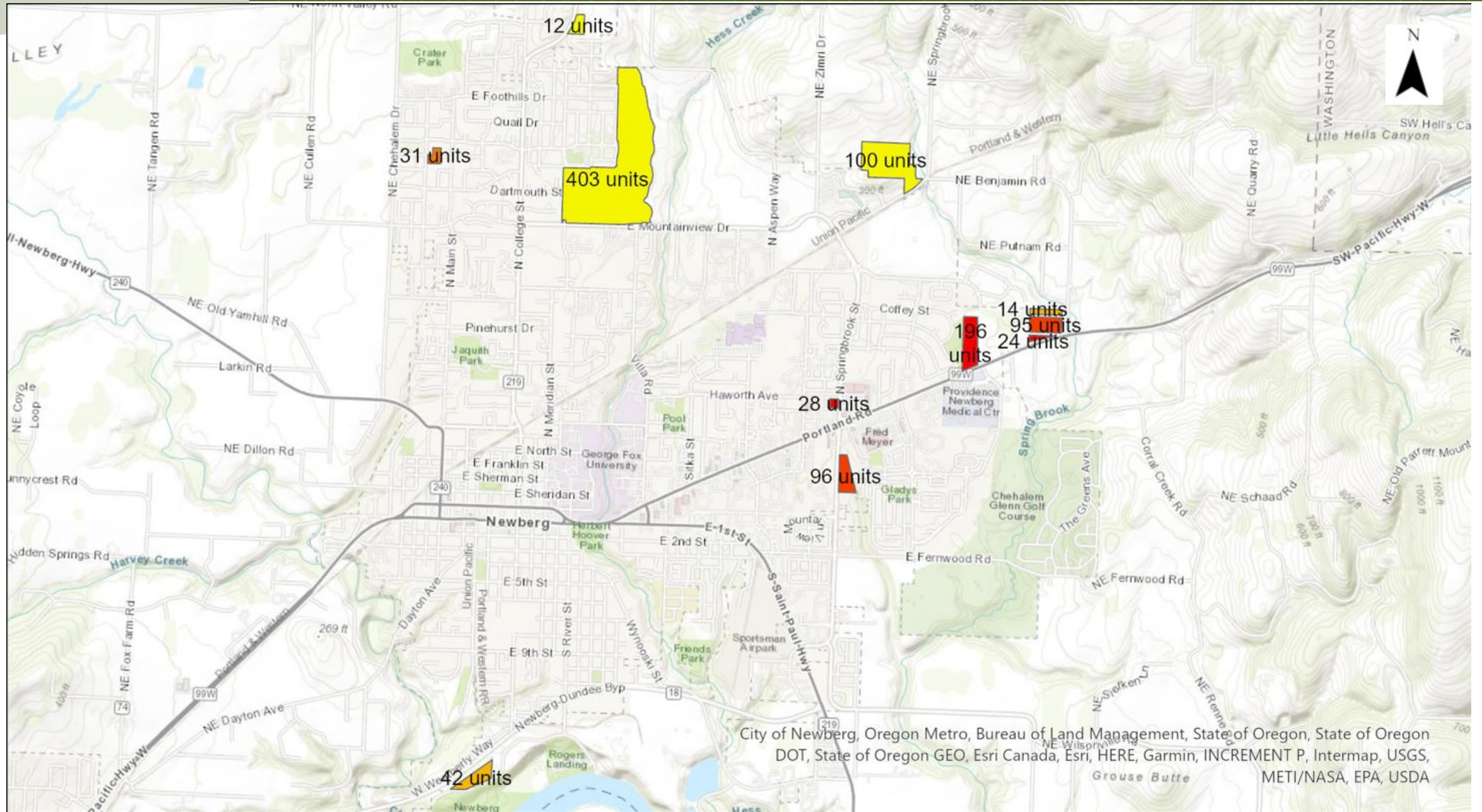
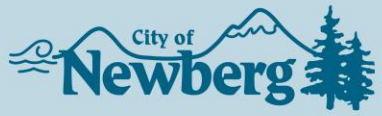
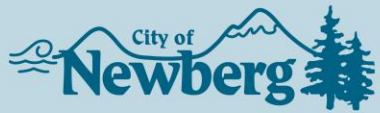


Table of Developments with 10+ Units			
Development Name	Type of Housing	Total Number of Houses/Units	Current Status
Collina at Springbrook	Single Family Houses Detached Quadplex/Duplex	403 (64 Quadplex/4 Duplex Units)	Under Construction (8 Phases approximately 50 houses per year for 8 years)
Haworth Apartments	Apartment Complex	28	Unknown, approved for 28-unit complex but site is currently for sale
Nagomi at Springbrook	Single Family Houses	100	Public Improvement Permit in Review (likely 2026 before any ground broken, 2027 for any units coming online)
Crestview Green	Single Family Houses	14	Under construction (3 phases roughly 1 year apart starting now)
Crestview Green	Townhomes	95	Under construction (3 phases roughly 1 year apart starting now)
Crestview Green	Apartments	24	Under construction (3 phases roughly 1 year apart starting now)
West Branch Apartments	Apartment Complex	96	Should be breaking ground soon
Spring Meadow	Apartment Complex	196	76 Units in 3 buildings recently opened (remaining 5 buildings with 120 units unknown)
River Run Subdivision Ph 3	Single Family Houses	42	Completed
Newberg Cottage Homes	Cottage Cluster	31	Completed
Rork Ct Subdivision	Single Family Houses	12	Few houses finishing construction
Total Units		1041	



Types of Housing in Development w/ 10+ Units

Type of Housing	Total Number of Houses/Units
Single Family Houses	435
Apartment Dwelling Units	344
Duplex	4
Quadplex	64
Townhomes	95
Cottage Cluster	31



Newberg Population Estimates

2020 Census Population	2024 PSU Estimated Population	2040 PSU Estimated Population (Includes UGB)	Population Added 2020-2040	Annual Growth %
25,138	26,249	34,784	9,646	1.3%

Based on 2023 Census ACS Data of about 2.6 people per household, if everything was built out, this would result in about 2,706 people added to the population of Newberg from these developments. This represents a 2% annual growth rate over the next 5 years (Collina schedule isn't finished until 2032)

Sources:

U.S. Census Bureau (2023). American Community Survey 5-year estimates. Retrieved from Census Reporter Profile page for Newberg, OR <http://censusreporter.org/profiles/16000US4152100-newberg-or/>
U.S. Census Bureau, "Population, Census, April 1, 2020, 25,138," QuickFacts: Newberg city, Oregon (Washington D.C.: U.S. Census Bureau, 2020).
Portland State University. Population Research Center, '2024 Certified Population Estimates', 'Oregon Population Forecast Program Region 3: Northwest Oregon (2024)
Marquez N., Sharygin E., Thangaraj S., Alkitkat H., Montcho G., Swanson D., Wilde J. (2024). Coordinated Population Forecast for Yamhill County, its Urban Growth Boundaries (UGB), and Area Outside UGBs 2024-2074. Population Research Center, Portland State University.