



## 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-Curtis 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

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## **NONPERFORMANCE OF DUTY**

Chair Linda Newton-Curtis 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 Siegel 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 Wright 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 Linda Newton-Curtis 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:

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Linda Newton-Curtis, Planning Commission Chair

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Fé Bates, Office Assistant