



Planning Commission Meeting

December 11, 2025

CALL MEETING TO ORDER

Chair Linda Newton-Curtis called the meeting to order at 7:00 PM.

ROLL CALL

Commissioners Present: Linda Newton-Curtis(Chair)-via Zoom
Jason Dale
Mathew Mansfield
Jose Villalpando (Vise Chair)- via Zoom

Commissioners Absent: Randy Rickert, Kayla Maverick, Kriss Wright

City Council Representative: Absent

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

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

7/10/2025 Planning Commission Meeting Minutes

Vice Chair Jose Villalpando asked if there were any comments on the Planning Commission meeting minutes from October 9, 2025. There were none.

*Commissioner Dale moved to approve the planning commission meeting minutes as written for 10/9/25.
Commissioner Wright seconded the motion.*

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

ITEMS FROM STAFF

Associate Planner Jeremiah Cromie presented information on the development pipeline, highlighting housing developments with more than 10 units throughout Newberg. He displayed a map showing developments across the city, including Collina at Springbrook Subdivision off Mountain View, Crestview Green on the

east side, and the Nagomi at Springbrook. He noted that across all developments, there would be 1,041 dwelling units added, with most currently under construction or soon to begin construction.

When asked by commissioners about pricing, Associate Planner Cromie explained that most units were at market rate, with Collina smallest units (3-bed, 1-bath, approximately 1,000 square feet) being advertised at \$469,900. He noted that cottage cluster units were being rented for between \$2,100-2,300 monthly.

Associate Planner Cromie presented population estimates based on Portland State University data, projecting an addition of 9,646 people between 2020 and 2040, reflecting a 1.3% annual growth rate. The average number of people per household has decreased to 2.66 from previous higher figures. He calculated that if all planned development is built out, it would add approximately 2,706 people to Newberg, which represents about a 2% annual growth rate over five years.

Associate Planner Leanne Wagener then discussed the Housing Capacity Analysis. The city successfully applied for and was awarded a \$100,000 grant from DLCD to conduct this analysis, which is the first of two steps required by the state. The city will be paired with a DLCD-provided consultant for this work. Wagener explained that the analysis would examine demographics, household sizes, affordability, and income levels, with findings that will ultimately be incorporated into the comprehensive plan.

Director Scott Siegel noted that this work updates a previous housing needs analysis that wasn't formally adopted into the comprehensive plan. The new study will use 2024 population forecasts and an updated buildable lands inventory. Associate Planner Wagener mentioned that both the Planning Commission and the Affordable Housing Commission would serve as advisory bodies during this process, with several touchpoints planned throughout the study.

Associate Planner James Dingwall discussed Urban Growth Boundary (UGB) amendments. He explained that the Economic Opportunities Analysis has been officially adopted by the City Council and demonstrates a need for approximately 152 acres of employment land. This could serve as the foundation for a UGB amendment for employment lands. Dingwall noted that depending on Council's direction, the city could pursue either a standalone UGB amendment for employment land or a combined employment and residential amendment once the housing capacity analysis is complete.

Associate Planner Dingwall then outlined the Senate Bill 1537 program, which allows cities to expand their UGB by up to 100 acres specifically for affordable housing through an owner-driven process. Property owners would submit proposals in response to a city solicitation, with at least 30% of residential units subject to affordability requirements for 60 years. To be eligible, the city must demonstrate a need for affordable housing (Newberg's extremely rent-burdened households are at approximately 28%), and previously added UGB land must be either developed or have financing plans. The city is currently working with DLCD to confirm eligibility before proceeding with a solicitation.

Director Siegel clarified that the planning commission's role in UGB amendments differs from other planning processes, as UGB amendments are handled by the Newberg Urban Area Management Commission (NUAMC) before being sent to City Council and the Yamhill County Board of Commissioners.

Director Siegel informed the commission that the City Council has scheduled a public hearing on the code maintenance amendments that the commission had previously reviewed and recommended. The hearing is set for Monday, November 17.

Senior Planner Dingwall provided an update on the vacation rental regulations that the Planning Commission had previously worked on. He noted that the city is currently in a grace period while applications for planning permits, business licenses, and TLT registrations are being processed. After December, the city will move into a monitoring phase, but they are seeing people apply and get registered.

ITEMS FROM COMMISSIONERS

Commissioner Mansfield asked about the status of discussions regarding curb and sidewalk designs that had been reviewed in a joint work session with the City Council. Director Siegel responded that there was no

further direction at this time, but the consultant team from Keller is reviewing the feedback and will present alternatives to the City Council when ready. Siegel noted that if there is a proposal to amend the Transportation System Plan to add new street sections, it would be properly vetted by the Planning Commission.

Commissioner Wright mentioned that she is the alternate for the Newberg Urban Area Management Commission (NUAMC), with her term running through 2026. Director Siegel and Associate Planner Dingwall clarified that Commissioner Dale's term on NUAMC extends to 2027, and that there are currently three vacancies across the county and city positions.

Fe Bates reminded commissioners whose terms are ending that they have until the end of the month to reapply if they wish to continue serving.

ADJOURNMENT

Vice Chair Jose Villalpando adjourned the meeting at: 7:56 p.m.

Attest:

Linda Newton-Curtis, Planning Commission Chair

Fé Bates, Office Assistant