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Incorporated 1870

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CITY OF JEFFERSON

Planning Commission
WORKSESSION
JULY 16, 2026
6:00pm

RULES OF CONDUCT FOR PUBLIC MEETINGS

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the meeting.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the meeting.

The above listed meeting will be held in person at City Hall and virtually on Zoom. Masks are optional. To join the meeting on a PC, laptop, or other device, click the link and enter the password provided.
https://us06web.zoom.us/j/86086211610?pwd=VgBIH77zMYdalp3Lodl1snzuMbsRNJ.1
To join by phone/audio, dial (253) 215 8782 and enter the same password.
Meeting ID: 860 8621 1610 Passcode: 724030
Further accommodation requests should be made to City Hall in advance of the meeting. Meeting materials are available on the City's website: jeffersonoregon.org, or can be provided by other means upon request. Additional information may be obtained by contacting City Hall.

AGENDA

1. **CALL TO ORDER**
2. **UPDATE: 2025-27 DLCD HOUSING ASSISTANCE GRANT/ZONING ORDINANCES**
3. **APPROVAL OF MINUTES: JUNE 4, 2026**
4. **VISITORS**
5. **STAFF/COMMISSION COMMENTS & QUESTIONS**
6. **ADJOURNMENT**

Posted: JULY 9,2026
Deanna Donato, Deputy City Recorder

CITY OF JEFFERSON
PLANNING COMMISSION
WORKSESSION
JUNE 4, 2026

PRESENT: David Pafundi, Mark Heinrich, Jeramy Vargas, Michael Lloyd, Jacquelyn Deeds (arrived 6:08 PM)
ABSENT: None
ZOOM: None
STAFF: Deanna Donato, Deputy City Recorder, Liam Bean, MWVCOG contract Planner, Kurt Fisher, MWVCOG

VISITORS: Matthew Conser, Laura LaRoque

1. **Call to Order:** Deanna called the meeting to order at 6:05 PM.
2. **Selection of Chair & Vice Chair:** Jacquelyn took over the meeting and opened the nominations for Chair. Hearing none, she stated that if someone would nominate her, she would be willing to remain the Chair. Dave Pafundi nominated and Jeramy Vargas seconded. All were in favor. Jacquelyn then asked for nominations for Vice Chair. Hearing none, Mark Heinrich stated if someone chose to make a nomination, he would do it. Dave Pafundi nominated and Michael Lloyd seconded. All were in favor.
3. **2025-2027 DLCD HOUSING ASSISTANCE GRANT/ZONING ORDINANCES:** Jacquelyn turned the meeting over to Liam. Liam then introduced Kurt to the Commission. Liam explained that MWVCOG received a technical assistance grant from DLCD to update zoning ordinances related to housing to bring it into compliance with recent housing legislation, state stature and administrative rules. The audit reviewed existing Comprehensive Plan Objectives and Policies related to housing and zoning regulations in Title 12 of the Jefferson Municipal Code to identify opportunities to implement policies, criteria, and standards for the approval of housing proposals that comply with the minimum statutory requirements; examine standards permitting the development of housing in compliance applicable statutes and Administrative Rules; Incorporate clear and objective standards for review and approval of housing projects into amendments; and streamline the process of development review for housing projects by identifying criteria, standards, or procedures that have the effect, either in themselves or cumulatively, of discouraging housing through unreasonable cost or delay that should be removed. Liam also explained that a lot of the code has already been done, so when the rest of the rules trickle down, we should have the majority of the code done and the rest will fall in line with it. Liam continued with explaining that these requirements fulfill an obligation that applies to Jefferson as a medium-sized City with a population exceeding 2,500 residents. Liam's point was that even though Jefferson is considered a small size city, if we meet the requirements for a medium size city, then Jefferson can change, make suggestions to make this new code fit Jefferson. MWVCOG does not plan on implementing the whole code, but they will do a large percent of it to get ahead of the momentum. This will mainly include fixing definitions to match State standards, clear & objective housing standards, affordable housing int the commercial, industrial and mixed-use areas, among other things. He continued stating that most of the amendments affect "middle housing" which Jefferson has none of this yet. This will allow the addition of townhomes, triplex and quadplexes and even cottage clusters. He shared that there have been some updates with setbacks as well. The biggest one being those setbacks for single family dwellings. Currently, side set backs are 5ft, and they can now follow building code of 3ft. with the side yard (corner lot homes) having a set back of 7-8ft instead of the 10ft for utility easements. Liam then ended his presentation to allow time for questions from the Commission for either Kurt or himself before allowing the visitors to speak and ask questions. Jacquelyn wanted to confirm that no vote was needed tonight; that this was just an update on what is heading this way and

Liam confirmed that. Hearing no other questions, he then asked Matthew Conser and Laura LaRoque to share their thoughts and questions. Mr. Conser started off sharing what some other cities are doing with these new rules and regulations and showed some concept designs that he has used in a couple of recent projects of his own. He then asked Liam when the hearing on this would happen; to which Liam replied that there would be another Worksession with planning in July to show the final draft before the hearing. Liam said that if all went well at the July meeting, it would then go to a possible joint meeting/hearing in October and then have it all wrapped up by December and in effect by January of 2027. There were some general discussions on what homes would look like and Matthew Conser said that they need to look at this as it may not be what the Commission would choose for housing or even want to live in, but think about the next two generations out would like to see. Jacquelyn deeds asked if the Building and Fire codes would agree to 3ft side setbacks and Liam said yes. Liam also said that these new changes will be made as city wide changes not by project. Hearing no other questions or comments, Liam then asked the Commission that since they are in the process of putting a draft together and they would like input now from the Commission rather than after the draft is written. Jeramy Vargas said that he would like to see the side setbacks drop to 3ft and the side yard setbacks down to 7 or 8 ft. Liam then asked for a consensus on how many would like to see the setbacks change higher or lower; overall the consensus was to go for the lower setbacks and see what that would look like.

4. **APPROVAL OF MINUTES: DECEMBER 18, 2025:** Jacquelyn asked for a motion. Michael Lloyd moved to approve minutes as written and Jeramy Vargas seconded. All were in favor, and minutes approved.
5. **VISITORS:** None
6. **STAFF/COMMISSION COMMENTS & QUESTIONS:** Liam noted that the next Worksession would be July 16th. Deanna informed the Commission that Dustin Bridge would be resigning as work is picking up for him, so they need to start talking and see if they can get anyone in to volunteer.
7. **ADJOURNMENT:** David Pafundi moved to adjourn and David Lloyd seconded. All were in favor and the meeting ended at 7:49 pm.

MINUTES APPROVED THIS _____ DAY OF _____, 2026.

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JACQUELYN DEEDS, CHARI

ATTEST:

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DEANNA DONATO, DEPUTY CITY RECORDER