

TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 6:10 pm by President Cora Warfield. Commissioners present: Brian Lundgren, Anne Learned-Ellis, Ricky Dyson, Dennis Sutherland, and Jonathan Mix.

Staff present: Contract Planner (CP) Justin Peterson and Planning Assistant Arlene Inukai.

VISITORS: Tracy Mix

APPROVAL OF OCTOBER 8, 2025 MINUTES:

It was moved and seconded (Learned-Ellis/Dyson) to approve the October 8, 2025, minutes as circulated and reviewed by the Planning Commission. The **motion passed** unanimously.

DISCUSSION ITEM: Traffic Calming Review: CP Peterson highlighted updates to the draft document, noting the following changes:

- Residents are defined as owners or renters and they would be counted as one resident per household to sign the petition. This is the figure that is used when determining the 51% formula.
- Traffic calming improvements on a collector street could be performed. This makes it clear that improvements can still occur on a collector, as long as it is identified in the Transportation System Plan and the improvement follows the similar process for neighborhood notification and review.
- Reduced average daily traffic volume number from 250 to 100.
- Leading pedestrian intervals are not applicable in Toledo and the language was removed. Some other devices are exempt from certain sections. The various options would have to meet criteria or design/safety standards.
- Public Works can initiate a process, which would be similar to the neighborhood process.
- Community support would come in the form of signed petitions. Staff will create the forms for the applicant to take to their neighbors.
- Boundary Area term was defined.
- If the policies are adopted, the Planning Commission will make the decision on the application. The Commissions' decision could then be appealed to the City Council.

CP Peterson reported that a draft ordinance will be prepared and the goal is to hold a joint Planning Commission/City Council worksession on the traffic calming ordinance and the Toledo Parks Master Plan project in January.

DISCUSSION IEM: Parks Master Plan:

CP Peterson announced the release of the survey citizens can take for the parks and recreation programs. The survey is available online, but paper copies are available at City Hall and Library. There have been 37 responses so far. Announcements have been provided in the utility bills and Halloween event, and will be sent to the schools. After the survey closes, there will be follow-up

review of the results and a community open house to discuss specific improvements and priorities. The parks plan is funded by an Oregon Parks and Recreation grant.

Commissioners discussed other agency parks, museum spaces, and historic areas. These were not identified in the survey, but they could be identified as a community resource in the plan. Toledo's historical museums are not under the City's facilities or program plans, but would be good to identify them.

DISCUSSION IEM: Updates and Reports:

CP Peterson stated that the Ammon Road annexation request was reviewed and approved by the City Council last week.

STAFF COMMENTS:

CP Peterson reported that the December meeting may be cancelled and that a training session will be held at either the January or February meeting.

COMMISSIONER COMMENTS:

None.

There being no further business before the Commission, the meeting was adjourned at 6:40 pm.

Planning Assistant

President