

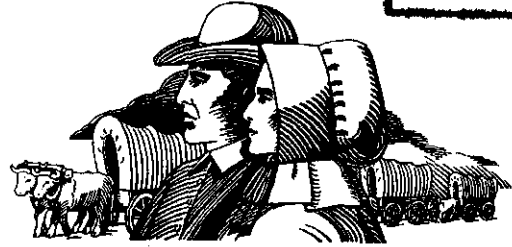
REVISED

CITY OF OREGON CITY

PLANNING COMMISSION

320 WARNER MILNE ROAD
TEL 657-0891

OREGON CITY, OREGON 97045
FAX 657-7892



AGENDA

City Commission Chambers - City Hall

March 12, 2001 at 7:00 P.M.

PLANNING COMMISSION MEETING

- 7:00 p.m. 1. **CALL TO ORDER**
- 7:05 p.m. 2. **PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA**
- 7:10 p.m. 3. **APPROVAL OF MINUTES:** February 12, 2001
- 7:15 p.m. 4. **HEARING:**
- PD 00-01/ WR 00-13 (*Continued from December 11, 2000*);** Lowell Wittke;
Requesting approval of a 31-residential dwelling Planned Unit Development including
17 single-family homes and 14 duplex units. The property is located at 16281 S. Oak
Tree Terrace; Clackamas County Map # 2S-2E-28A Tax Lots 1712, 1714, 1717 &
1722
- 7:30 p.m. **CU 00-07 (*Continued*);** W.H. Pacific, Inc./ Construction of a 100' monopole with
antennas for Sprint PCS / 13889 S. Holcomb Blvd; Clackamas County Map 2S-2E-29,
Tax Lot 500
- 8:15 p.m. 5. **OLD BUSINESS**
- 8:25 p.m. 6. **NEW BUSINESS**
- A. **Design Information (*attached*) – PC only**
- 8:35 p.m. B. **Staff Communications to the Commission**
- C. **Comments by Commissioners**
- 8:45 p.m. 7. **ADJOURN**

NOTE: HEARING TIMES AS NOTED ABOVE ARE TENTATIVE. FOR SPECIAL ASSISTANCE DUE TO DISABILITY, PLEASE CALL CITY HALL, 657-0891, 48 HOURS PRIOR TO MEETING DATE.

DRAFT

**CITY OF OREGON CITY
PLANNING COMMISSION MINUTES
February 12, 2001**

COMMISSIONERS PRESENT

Linda Carter, Chairperson
Commissioner Bob Bailey
Commissioner Duff Main
Commissioner Renate Mingleburg
Commissioner Lynda Orzen
Commissioner Laura Surratt

STAFF PRESENT

Maggie Collins, Planning Manager
Barbara Shields, Senior Planner
Colin Cooper, Senior Planner
Bob Cullison Engineering Manager
Nancy Kraushaar, Senior Engineer
Sharon Zimmerman, City Engineer
William Kabeiseman, City Attorney
John Repplinger, City Traffic Engineer
Carrie Foley, Recording Secretary

1. CALL TO ORDER

Chairperson Carter called the meeting to order.

2. PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA

None.

3. APPROVAL OF MINUTES: January 22, 2001

Maggie Collins stated that Denyse McGriff stated that she would like it to be noted that she is Chair of the Land Use Committee and former Co-Chair of the McLoughlin Neighborhood association.

Commissioner Orzen moved to accept the minutes of the January 22, 2001 Planning Commission meeting with changes as noted, **Commissioner Surratt** seconded.

Ayes: Bailey, Main, Mingleburg, Orzen, Surratt, Carter; Nays: None

4. PUBLIC HEARINGS

- A. **ZC 00-02**; Sunnyside Construction & Development, Inc./ 14958 S. Holcomb Blvd;
Map #2-2E-28A, Tax Lot 2000& 2100.

Chairperson Carter began to review the public hearing procedures. **Mary Johnson** stated that she represented the first applicant and asked that the public hearing and record not be opened and to approve a continuance as per her request. **William Kabeiseman** stated that the Planning Commission could choose to either not open the hearing, or to open the hearing for public testimony. **Commissioner Bailey** stated that he had no problem in granting the continuance. **Commissioner Orzen** stated that the public in attendance tonight should be able to give testimony. **Chairperson Carter** stated that new information could surface during the requested continuance period, and that the applicant might not require a zone change at that point.

Commissioner Main asked why the applicant is requesting a continuance. **Mary Johnson** responded that the applicant currently has a request for an R-10 subdivision under administrative review for the same property. If the subdivision request were granted, the applicant would withdraw the request for a zone change for this property. She stated that the applicant would also like time to research the options of combining adjacent properties to form a larger parcel for development, which might result in a different zone change request or a PUD application. She stated that the applicant would like to continue the zone change request to keep all options open and to avoid the possibility of a one-year waiting period to re-file. She stated that she does not have a presentation prepared for a public hearing and that revisions might be made to the application during the continuance period. She stated that she doesn't understand why there is staff resistance and asked to continue the application to a public hearing on May 14, 2001. **Commissioner Surratt** stated that the Staff memo from February 8, 2001 stated that Staff does recommend approval of her continuance request. **Chairperson Carter** stated that the public would need to hold testimony until the new hearing date in order to take into account any new application modifications.

Commissioner Surratt moved to approve a continuance request for a public hearing on ZC 00-02 to the May 14, 2001 Planning Commission meeting. **Commissioner Bailey** seconded.

Ayes: Bailey, Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

OPEN OF PUBLIC HEARING

- B. **L 00-05; City of Oregon City/ Adoption of the Molalla Boulevard and Bikeway Improvements Plan as an Ancillary Document to the Oregon City Comprehensive Plan.**

STAFF REPORT

Colin Cooper stated that Staff recommends adoption of Chapters 3, 4 and 5 of the Molalla Improvement Plan as an Ancillary Document to the Comprehensive Plan. He stated that the Molalla plan has been designed to either stand alone or work in conjunction with the City's Transportation System Plan (TSP).

Nancy Kraushaar stated that the Molalla Improvement Plan had been developed to allow this Metro-designated transit corridor to handle an increase in traffic flow due to new development. She stated that Sharon Zimmerman is the Staff project lead and that the project engineer is Bob Wallis from Wallis Engineering.

- The main goal of the Molalla plan is to maintain capacity and handle growth without having to rely on right-of-way additions; access management is an important factor for improvement.
- The Molalla Improvement Plan is very specific and would supersede the TSP only in the Molalla transit corridor.
- Main problems identified for improvement include sidewalk obstructions, sidewalk discontinuities, too many driveways, poor pavement, lack of landscaping and bike lanes, and excess signage.
- The improvement plan cuts Molalla Avenue into three different segments; each segment incorporates plans for phased build-out and for full build-out. Planned initial improvements are for landscaped medians and ODOT-funded sidewalks. Phase One is designed to be simple and affordable; future workshops are planned to incorporate public input. Planned 3-lane sections would prevent the need to funnel traffic near 7th Street.
- The project also includes planning for intersections, landscaping, sewer and utility management along the Molalla corridor. Options for underground utility lines are being researched.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMISSIONERS

Chairperson Carter stated that she looks forward to seeing the improvement work begin, and stated that implementation would be a welcome addition to Oregon City. **Commissioner Bailey** agreed and stated that it would contribute to Oregon City's identity and sense of place. He mentioned that the County would be a good resource for information on street trees and other landscape vegetation.

Commissioner Orzen moved to recommend approval of adoption of Chapters 3, 4 and 5 of the Molalla Boulevard and Bikeway Improvements Plan as an Ancillary Document to the Comprehensive Plan. **Commissioner Bailey** seconded.

Ayes: Bailey, Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

OPEN OF PUBLIC HEARING

- C. **L 00-06 (continued)**; City of Oregon City / Adoption of the Transportation System Plan as an Ancillary Document to the Oregon City Comprehensive Plan.

STAFF REPORT

Barbara Shields reviewed the staff report and letters from ODOT and Michael Robinson representing the Oregon City School District. She stated that the Staff recommendation is to close the public hearing portion of the TSP application at tonight's meeting; the record should remain open for seven days to allow for submittal of additional testimony. The record would officially close on February 20, 2001 and the Planning Commission would deliberate to a recommendation at the next meeting on February 26, 2001.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

John Keyser, 19600 S. Molalla Avenue, Oregon City, OR 97045

John Keyser, President of Clackamas Community College, reviewed the College Expansion Plan with the Commissioners. He stated that the College had not purchased adjacent property based on any City recommendation, and that the Meyers Road

extension could utilize property in violation of the College's Facilities Master Plan. He stated that Glen Oaks Road should be used as a connection between Highway 213 and Beaver Creek Road. Mr. Keyser stated that Barbara Shields would be attending the next Clackamas Community College Board meeting to discuss these issues. He stated that he objects to the approval of the TSP because it would result in removal of valuable public recreation areas including jogging trails and an athletic field. He stated that he would like to see these issues resolved with solutions that meet everyone's needs.

Tom Sisul, 375 Portland Avenue, Gladstone, OR 97027

Tom Sisul stated that he represents Joe Spazianni, who owns property adjacent to a proposed Meyers Road extension. He stated that Mr. Spazianni would like to see the proposed extension realigned towards the north to reduce impact on some nearby wetlands. Mr. Sisul stated as his personal opinion that he would like to see Meyers Road downgraded from a minor arterial to a collector, and that money should go to the improvement of Glen Oaks Road. He stated that he is concerned about traffic issues that would result from the new intersections created on Beaver Creek Road.

CLOSE OF PUBLIC HEARING

John Replinger stated that he is the City's Development Review Traffic Engineer and would be able to address some of the issues concerning a proposed Meyers Road extension. He stated that they looked at several options to connect Meyers Road to Beaver Creek Road. He stated that options that align the extension to the north would create a significant impact on the college campus and surrounding wetlands. The School District found the northern alignment to be completely unacceptable. He stated that the existing proposed alignment is more to the south and is the best compromise to reduce the impact on wetlands and the college campus while complying with the School District's request to utilize the existing signaled intersection on Meyers Road and to avoid the District's proposed running track area.

John Replinger stated that the Meyers Road connector extension is being developed in addition to the Glen Oaks connector to allow for multi-modal facilities. For example, he stated that the City would like to provide additional transit route options to accommodate new development while avoiding traffic concentration on one or two roadways. He emphasized the need for connecting existing transportation facilities (connectivity).

Commissioner Bailey moved to close the public hearing portion of File L 00-06 with the public record to remain open until February 20, 2001. Staff will bring additional testimony and findings to the February 26, 2001 meeting for Planning Commission deliberation and recommendation to the City Commission. **Commissioner Orzen** seconded.

Ayes: Bailey, Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

5. OLD BUSINESS

None.

6. NEW BUSINESS

A. Staff Communications to the Commission

Maggie Collins handed out the most recent list of Neighborhood Associations and an agenda for the next worksession. She stated that notebooks would be provided at the worksession for the new Commissioners

B. Comments by Commissioners

Commissioner Mengleburg moved to nominate and elect **Commissioner Surratt** as the Vice-Chairperson of the Planning Commission for the year 2001. **Commissioner Bailey** seconded. **Commissioner Surratt** stated that she accepted the nomination.

Ayes: Bailey, Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

7. ADJOURN

All Commissioners agree to adjourn.

**Linda Carter, Planning Commission
Chairperson**

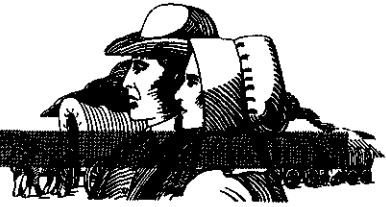
Maggie Collins, Planning Manager

CITY OF OREGON CITY

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TO: Planning Commission

FROM: Colin Cooper, AICP
Senior Planner

DATE: March 6, 2001

SUBJECT: PD 00-01 and WR 00-13 Oak Tree Terrace

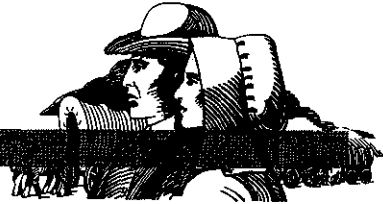
The applicant's representative, Bradley S. Schleining P.E., is requesting a second continuance for the above referenced file. Currently the Oak Tree Terrace Planned Unit Development is scheduled for a public hearing on March 12, 2001. The applicant has cited difficulty in completing work related to the required Water Resource Inventory. Therefore, the applicant is asking to continue the hearing to a date certain April 23, 2001. In addition, the applicant is providing an additional 30-day waiver of the 120-day rule. Thus extending the 120-day deadline from June 4, 2001 to July 4, 2001.

CITY OF OREGON CITY

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STAFF MEMORANDUM

TO: Planning Commission

FROM: Colin Cooper, AICP
Senior Planner

DATE: March 5, 2001

SUBJECT: Supplemental Information for CU 00-07 (Sprint PCS Monopole)

Background

During the course of the public hearing held on February 26, 2001 it became apparent that the applicant had not accurately listed all property owners related to the proposed development. For that reason the Planning Commission required a continuance of the application. The applicant has provided a letter of authorization from the owners, Steve and Brenda Morrow, of Clackamas County Map # 2S-2E-29DA Tax Lots 100, 200, and 300 (Exhibit 8). The applicant also provided a Letter of Authorization from Mr. Victor H. Overturf, the owner of Clackamas County Map #2S-2E-29DA Tax Lots 400 and 500 (Exhibit 9). The Letter of Authorization from Mr. Overturf serves as a duplication of his original signature that appears on the City's Land Use Application.

The applicant's legal representative has submitted a letter (Exhibit 10) indicating that Sprint agrees with a condition of approval that requires that the monopole be located on Tax Lot 200 or 300. Based on the contents of Exhibit 10, staff is recommending a revision to Condition #1 that allows for the pole to be erected on either of these tax lots. Staff finds that by moving the monopole to the east and away from the residential properties that the proposal as a whole better meets the intent of Oregon City Municipal Code Section 17.56.040.D.

During the course of the public hearing an of Mr. Dalton, an adjoining neighbor, provided testimony requesting that several conditions related to the use of herbicides, pesticides and or other chemicals not be allowed for use on the site. The applicant has submitted a proposed landscape maintenance agreement and schedule related to the conditions proposed by the Dalton's attorney. The proposed agreement provides that hand weeding shall be completed for the first year after construction. Staff recommends adoption of two conditions related to the Dalton's request. Because State law generally prohibits conditions requiring third party approval, Conditions #3 and #4 proposed by the Dalton's attorney (Exhibit 6) are not recommended for adoption.

Modified Staff Recommendations

Staff recommends the following additions and deletions to the Conditions of Approval:

Conditions of Approval

1. The applicant shall relocate the proposed monopole, equipment cabinets, and associated access road to the rear of tax lot 200 or 300, Map 2S-2E-29DA in order to comply with Section 17.56.40(D). The monopole and equipment cabinets shall not be closer than 10-feet from the rear property line.
2. The applicant shall provide a revised landscape plan that illustrates a continuous evergreen screening around the entire perimeter of the lease area. The evergreen screening shall be able to be maintained at a height of a minimum of 6 feet. The landscape plan shall retain the 6 proposed Western red cedar trees.
3. The applicant shall be required to obtain Site Plan and Design Review approval for the monopole, equipment shelter, and associated driveways.
4. Prior to issuance of a Building Permit the applicant shall provide cross section diagrams for all structures (buildings, public roadways, and parking lots) that are within the fall zone of the proposed facility.

The applicant shall provide the following additional information:

- a. Documentation to establish the proposed pole has sufficient structural integrity for the proposed uses at the proposed location in conformance with the minimum safety requirements as required by the State Structural Specialty Code, latest adopted edition.
- b. The general capacity of the pole in terms of the number and type of antennae it is designed to accommodate.
- c. A signed agreement stating that the applicant will allow collocation with other users, providing all safety and structural requirements are met.
- d. Protection to adjoining property owners from the potential impact of pole failure and ice falling from the pole. A licensed structural engineer's analysis shall be submitted to demonstrate that such a failure and icfall may be accommodated on the site.
5. The applicant and assigns shall not use herbicides, pesticides, or other chemicals on the site, including on the vegetative perimeter buffer.
6. The applicant shall provide a detailed landscape maintenance plan to the City prior to the issuance of a Building Permit.

Exhibits (Continuation from Staff Report):

8. Letter of Authorization from Steve and Brenda Morrow
9. Letter of Authorization from Victor Overturf
10. Letter from Ty Wyman, Stoel Rives, dated March 2, 2001
11. Landscape Maintenance Agreement

LETTER OF AUTHORIZATION

TO THE CITY/COUNTY OF: Oregon City / Clackamas County

APPLICATION FOR ZONING/USE/BUILDING PERMIT

as owner (s) of the below described property, does/do hereby appoint W& H Pacific on behalf of Sprint Spectrum L.P. as agent for the purpose of consummating any application necessary to ensure their ability to use and/or construct improvements to the property leased, or licensed, to them for the purpose of constructing a communications site. I understand that the application may be denied, modified or approved with conditions and that such conditions or modifications must be complied with prior to issuance of building permits.

I/We hereby authorize the employees of the ^{City of OR City}~~County of Snohomish~~ to enter upon the subject property during normal business hours as necessary to inspect the property for the purpose of processing this application.

Located at: 13921 S. Holcomb Blvd Oregon City, OR 97045

Assessor's Parcel #:

T2SR2ES29, 22E29DA00300, 22E29DA00200, 22E29DA00100

Signature of Property owner:

[Signature] Brenda Morrow

Owner's Name (print):

Stema Morrow / Brenda Morrow

Date Executed:

3/01/01

Site Name and/or Number:

PO54XC003A Steve's Market

LETTER OF AUTHORIZATION

TO THE CITY/COUNTY OF: Oregon City / Clackamas County

APPLICATION FOR ZONING/USE/BUILDING PERMIT

as owner (s) of the below described property, does/do hereby appoint W& H Pacific on behalf of Sprint Spectrum L.P. as agent for the purpose of consummating any application necessary to ensure their ability to use and/or construct improvements to the property leased, or licensed, to them for the purpose of constructing a communications site. I understand that the application may be denied, modified or approved with conditions and that such conditions or modifications must be complied with prior to issuance of building permits.

I/We hereby authorize the employees of the ^{CITY of OR CITY} ~~County of Snohomish~~ to enter upon the subject property during normal business hours as necessary to inspect the property for the purpose of processing this application.

Located at:

13921 S. Holcomb Blvd Oregon City, OR 97045

Assessor's Parcel #:

T2SR2ES29, 22E29DA00500, 22E29DA00400

Signature of Property owner:

Victor H. Overturf - Suzanne Overturf

Owner's Name (print):

VICTOR H. OVERTURF - Suzanne Overturf

Date Executed:

3/01/01

Site Name and/or Number:

PO54XC003A Steve's Market

STOEL RIVES LLP

ATTORNEYS

STANDARD INSURANCE CENTER
700 SW FIFTH AVENUE, SUITE 2600
PORTLAND, OREGON 97204-1268
Phone (503) 224-3580 Fax (503) 220-2480
TDD (503) 221-1045
Internet: www.stoel.com

March 2, 2001

TY K. WYMAN
Direct Dial
(503) 294-9827
email tykwyman@stoel.com

VIA FACSIMILE

Mr. Colin Cooper
Senior Planner
City of Oregon City
320 Warner Milne Road
Oregon City, Oregon 97045-4046

Re: City File No. CU 00-07


Dear Colin:

As you know, we represent Sprint PCS, the applicant in the above matter. Following up on our meeting of yesterday, I am pleased to inform you that Sprint would accept a condition of approval of the above that the proposed monopole be moved to either Lot 200 or Lot 300 of the site.

Additionally, Sprint regrets its oversight in failing to obtain necessary property owners' signatures for the application. This confirms that those signatures were delivered to you at our meeting.

Finally, Sprint reiterates its understanding of the difficult position that the code places staff in evaluating applications for wireless facilities, and appreciates your willingness to work with it in a cooperative manner to improve wireless service to the community. Should you have any additional comments or questions, please feel free to contact me.

Very truly yours,


Ty K. Wyman

TKW:ss

cc: Mr. Jeff Leber, Sprint PCS
Mr. Don Bui, Sprint PCS
Mr. Craig Walkenhorst, W&H Pacific

EXHIBIT 10

Portland1-2066295 | 0029924-00009

SEATTLE

PORTLAND

VANCOUVER, WA

BOISE

SALT LAKE CITY

WASHINGTON, D C

**SECTION 02970
LANDSCAPE MAINTENANCE**

PART 1 - GENERAL

1.1 DESCRIPTION

- A. This section describes maintenance of trees and plants for a period of one year after date of substantial completion of their installation.

PART 2 - PRODUCTS

2.1 FERTILIZER

- A. Par Ex IBDU 20-5-5

PART 3 - EXECUTION

3.1 GENERAL

- A. One-year landscape maintenance shall begin on the day following substantial completion of landscape construction.
- B. Perform items listed in table at end of this section at the frequencies (number of times per month) indicated in the table and as specified in this section.
- C. Inspect the area once a week and adjust exact timing of the listed activities to maintain a healthy growing condition of landscape items.
- D. Promptly perform maintenance required.
- E. Walk through area and pick up noticeable trash and debris. Pull noticeable weeds.
- F. On every visit, inspect for weeds in order to maintain control of weed growth.
- G. No substitutes to specified fertilizers will be allowed without approval of the Owner's representative.
- H. Notify the Owner's representative for approval to apply any herbicide or pesticide required for plant health.
- I. Blower-clean sidewalks, driveways, vaults, and other hard surfaces affected by maintenance practices.

3.2 PLANT MAINTENANCE

- A. Replace broken tree tie stakes during one year warranty.
- B. Maintain healthy growing conditions by watering (hand watering), pruning, spraying, controlling insects, weeding, and performing other essential maintenance operations.

- C. Inspect plant materials every 21 days and replace dead or impaired plants within seven days of inspection during one year warranty.
- D. Adjust tree and shrub ties as required to prevent girdling.

3.3 CLEANUP

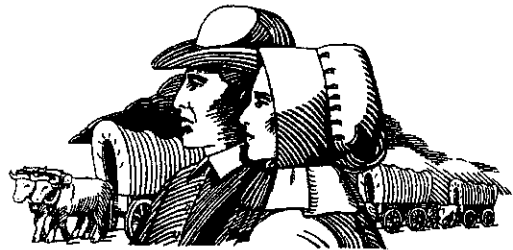
- A. Keep area free from accumulation of work-related materials, equipment, and debris.

CITY OF OREGON CITY

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THE PLANNING COMMISSION WORKSESSION SCHEDULED FOR

**City Commission Chambers - City Hall
MARCH 14, 2001 at 7:00 P.M.**

HAS BEEN CANCELLED.

Contact Planning Division staff at 503-657-0891 for more information.

The Planning Commission Chairperson encourages Planning Commission members and other interested parties to attend the finalization of the

***First City Future Visioning Project Phase I**

March 14, 2001 at 6:30 PM

Oregon City high School Cafeteria

1306 12th Street

Oregon City, Oregon 97045

***For more information on the Visioning Project, call 503-632-0546**

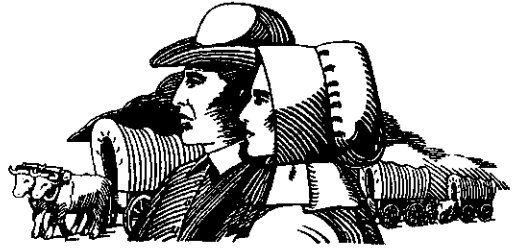
Or email: orzep@bctonline.com

CITY OF OREGON CITY

PLANNING COMMISSION

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FAX 657-7892



AGENDA

City Commission Chambers - City Hall

March 26, 2001 at 7:00 P.M.

PLANNING COMMISSION MEETING

The regularly scheduled Planning Commission meeting for March 26, 2001 has been cancelled.

Please contact the City of Oregon City Planning Division at (503) 657-0891, if you have any questions or need assistance.

The next Oregon City Planning Commission meeting is scheduled for:

Monday, April 9, 2001 at 7:00 pm

City Commission Chambers at City Hall

320 Warner-Milne Road

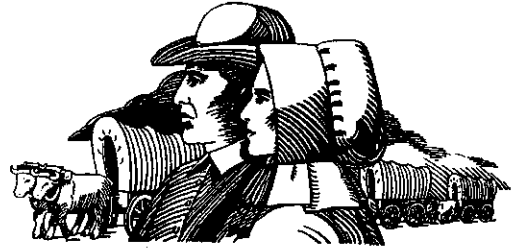
Oregon City, Oregon 97045

CITY OF OREGON CITY

PLANNING COMMISSION

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AGENDA

City Commission Chambers - City Hall
April 9, 2001 at 7:00 P.M.

PLANNING COMMISSION MEETING

- 7:00 p.m. 1. **CALL TO ORDER**
- 7:05 p.m. 2. **PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA**
- 7:10 p.m. 3. **APPROVAL OF MINUTES:** February 26, 2001
March 12, 2001
- 7:15 p.m. 4. **HEARINGS:** None
- 7:20 p.m. **OLD BUSINESS**
A. Review and Action on Planning Commission Code of Conduct (Draft Enclosed)
- 7:30 p.m. 5. **NEW BUSINESS**
A. Worksessions (Bryan Cosgrove, Assistant City Manager)
1. **Oregon City Urban Renewal Districts and How They Work**
2. **Tax Increment Financing Principles**
3. **Oregon City Civic Improvements Fund**
4. **Metro Enhancement Fund**
- 8:30 p.m. 6. **B. Staff Communications to the Commission**
C. Comments by Commissioners
- 8:45 p.m. 7. **ADJOURN**

NOTE: HEARING TIMES AS NOTED ABOVE ARE TENTATIVE. FOR SPECIAL ASSISTANCE DUE TO DISABILITY, PLEASE CALL CITY HALL, 657-0891, 48 HOURS PRIOR TO MEETING DATE.

DRAFT

**CITY OF OREGON CITY
PLANNING COMMISSION MINUTES
February 26, 2001**

COMMISSIONERS PRESENT

Chairperson Carter
Commissioner Main
Commissioner Mengleburg
Commissioner Orzen
Commissioner Surratt

STAFF PRESENT

Maggie Collins, Planning Manager
Barbara Shields, Senior Planner
Colin Cooper, Senior Planner
William Kabeiseman, City Attorney
Brian Cosgrove, Assistant City Manager

1. CALL TO ORDER

Chairperson Carter called the meeting to order.

2. PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA

None.

3. APPROVAL OF MINUTES: February 12, 2001

Minutes for the February 12, 2001 meeting were not available for review.

4. PUBLIC HEARINGS

Chairperson Carter reviewed the public hearing procedures and speaker time limits.

OPEN OF PUBLIC HEARING

- A. **CU 00-07**; W.H. Pacific, Inc./Construction of a 100 ft. monopole with antennas for Sprint PCS/ 13889 S. Holcomb Blvd; Clackamas County Map 2S-2E-29, Tax Lot 500.

STAFF REPORT

Colin Cooper reviewed the staff report and stated that the application was for a conditional use permit for a 104 ft. monopole to be used as a Sprint PCS wireless

communication tower facility. He stated that staff recommended approval with conditions as listed in the staff report. He stated that the City Code does not directly cover cellular communication towers and reviewed the site map. He reviewed a letter from an adjacent property owner who requested additional conditions on construction due to chemical sensitivity.

TESTIMONY IN FAVOR

Ty Wyman, 900 SW 5th Avenue, Portland, OR 97204

Ty Wyman stated that he represented Sprint and that he agreed that the Code does not specifically cover cellular communication towers. He stated that he does not agree with the exaggerated setback required as a condition of approval and stated that the monopole should be considered a public utility tower. He stated that the Planning Commission would be setting a precedent by requiring a larger setback, which would eliminate most new potential locations. He stated that large setbacks lower density, which is in opposition to Metro goals. He stated that there is no evidence that monopole operation alters the character or limits the use of nearby property.

Craig Walkenhorst, 8405 SW Nimbus Avenue, Beaverton, OR 97008

Craig Walkenhorst stated that he is the Project Planner for W.H. Pacific. He stated that Sprint is looking to provide a public service by expanding coverage to the areas around Highway 213 between I-5 and Beavercreek Road. He stated that the FCC requires wireless providers to "build-out" coverage to underserved areas to maintain licenses. He reviewed the proposed site and stated that the monopole location was chosen to preserve the future development potential of the site while staying outside of Water Quality Management areas. He stated that the monopole would have flush-mounted antennas and would have the appearance of a flagpole. He stated that the equipment cabinets at the base would be fenced and screened by landscaping that includes a variety of native evergreen trees and shrubs. The construction period would be 25 days and the monopole would be anchored into the ground so that toppling would not be a concern.

Craig Walkenhorst stated that the Conditions of Approval are problematic; the "tower fall zone" is not necessary in the case of a monopole and the setback would result in an inefficient use of developable land which doesn't conform to Metro's 20-40 guidelines or the City's own density goals. He stated that Sprint was not able to locate another appropriate lot outside of residential areas, which might prevent service from being provided in the area. He requested that the application be approved as presented.

Commissioner Carter asked how the site was chosen. **Craig Walkenhorst** responded that the site selection process takes into account elevations and "lines of sight" between communication towers.

Dan Buoy, 770 Mohawk Street, Tualatin, OR

Dan Buoy, Sprint Project Engineer, stated that site selection starts with identifying underserved areas. He stated that W.H. Pacific was contracted to find sites and contact landowners, then Sprint would test for serviceability and connectivity. He reviewed the map included in the commission packet and stated that changing the proposed location would result in gaps in service coverage.

Chairperson Carter asked about the base area requirements and about landscape maintenance. **Craig Walkenhorst** responded that the base of the monopole is 25 x 65 feet to accommodate seven equipment cabinets on a concrete slab with gravel, fencing, and landscape screening vegetation chosen for low maintenance. He stated that the monopole sites require infrequent maintenance, but the visits are adequate to maintain the property.

Chairperson Mengleburg asked why the Staff requested a 100-foot setback. **Colin Cooper** responded that it is a request for the applicant to comply with Code 17.56.04 D requirements as criteria for conditional use for communication facilities and towers. Setback standards apply to monopoles, which can be variable from 60 to 150 feet tall, so smaller lots would not be prevented from complying with setback requirements.

TESTIMONY IN OPPOSITION

James Dalton, 13879 South Holcomb Street, Oregon City, OR 97045

James Dalton stated that he is opposed to the application due to the possible negative health impact of microwave radiation. He stated that he would like to hand out copies of a study on the topic. He stated that this type of land use is inappropriate in residential neighborhoods and he is concerned about the impact on property values.

William Kabeiseman stated that the FCC Act that passed a few years ago prohibits local jurisdictions from rejecting tower communication facilities based on concerns about electromagnetic radiation.

Tim Barnett, 16552 S. Apperson Blvd., Oregon City, OR 97045

Tim Barnett stated that his main concern is safety and property damage issues if the monopole should fall. He asked about the type of liability insurance that would be required. He stated that he is also concerned about air traffic interference, microwave radiation, visual impact, property values, and future height increases. He stated that there is nearby property with a higher elevation that would be a more appropriate location.

REBUTTAL TO TESTIMONY IN OPPOSITION

Ty Wyman stated again that he believes that the Code does not apply to cellular communication towers and regulation of them is not in the intent of the Code either. He stated that extensions to the monopole would require another expensive public hearing process and a physical extension of the proposed monopole is not likely to happen.

Don Buoy stated that Sprint transmits radio frequencies only, similar to local radio stations, so studies about microwave radiation would not apply in this case. He stated that the FCC has very strict guidelines on radiation exposure, limited to a 10 ft. radius at 16 watts. He stated that the FCC monitors air traffic interference and would require a signal light if needed. He stated that the current proposed location is preferred to a higher elevation due to topographic constraints on effective signal broadcasting.

Craig Walkenhorst stated that the FCC requires liability insurance. He stated that the FAA strictly regulates structures over 200 feet tall near airport, but it does not apply to this case. He submitted a study commissioned by the State of Washington that found no correlation between monopole location and decreased property values. He stated that the Park Place Neighborhood Association submitted a letter to Staff in favor of the service expansion.

Craig Walkenhorst stated that the Staff findings stated that Tax Lots 100-500 were owned by the same person, but he recently found out that they are not. **Colin Cooper** stated that he used the information supplied by the applicant and did not verify ownership.

Victor Overturf, 13921 S. Holcomb Blvd, Oregon City, OR 97045

Victor Overturf stated that he is the owner of tax lots 400 and 500, where the proposed site is located. He stated that he sold lots 100, 200, and 300 to Steve Morrow last year. He stated that he would like to keep the monopole in the proposed location as it would still allow the property to be developed.

Steve Morrow, 13927 South Holcomb Blvd, Oregon City, OR 97045

Steve Morrow stated that he is the owner of tax lots 100, 200, and 300. He stated that he is in favor of the proposed use as it is minimum impact, and in favor of the proposed location as it allows for future development of the property.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMMISSIONERS

Chairperson Main stated that the wireless communication tower does not fall into the existing regulations, but stated that he is not convinced that a monopole should not be considered a communication tower. He stated that a condition to move the site to tax lot 200 would not be appropriate. **Commissioner Surratt** stated that the Code seems somewhat outdated and that the monopole does not quite fit the standards. She stated that the applicant should provide a construction plan and maintenance schedule that adheres to the neighbor's request to minimize chemical usage. **Chairperson Carter** stated that she would like to continue the application to the next meeting so that Staff could work with the applicant on a modified set of Conditions of Approval.

Commissioner Surratt moved to continue to the date certain March 12, 2001 meeting. **Commissioner Mengleburg** seconded.

Ayes: Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

Maggie Collins stated that anyone that would like comments to be included in the amended staff report should contact Colin Cooper. She stated that no further notices of future meetings would be issued, as the continuance is date certain.

OPEN OF PUBLIC HEARING

- B. **MD 01-01**; City of Oregon City/ Modification to Condition of Approval #7 of CU00-06 (METRO Transfer Station)/ 2001 Washington Street; Clackamas County Map 2S-2E-29, Tax Lot 904 & 801.

STAFF REPORT

Maggie Collins reviewed the staff report and stated that the Planning Commission would need to review a proposed modification to Condition of Approval #7. She stated that Staff recommended approval.

Chairperson Carter asked for a clarification on the "eastern-most access" as stated in the condition text. **Brian Cosgrove** stated that the text should be modified to refer to that access as the entrance closest to Highway 213 on Washington Street.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMISSIONERS

Commissioner Main moved to approve the modified Condition of Approval #7 with access verbiage clarified as mentioned. **Commissioner Mengleburg** seconded.

Ayes: Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

OPEN OF PUBLIC HEARING

- C. **L 00-06 (Adoption of findings)**; City of Oregon City/ Adoption of the Transportation System Plan as an Ancillary Document to the Oregon City Comprehensive Plan.

STAFF REPORT

Barbara Shields reviewed the staff report and stated that Staff has submitted the final findings for Planning Commission recommendation to the City Commission. She stated that Staff recommended approval.

Commissioner Orzen stated that the record was to remain open for several days after the last public hearing to accept additional testimony; she asked if there was any new testimony or new information. **Barbara Shields** responded that no new information was submitted and the public record had been closed.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMMISSIONERS

Commissioner Surratt moved to recommend approval for the adoption of the TSP by the City Commission as an Ancillary Document to the Comprehensive Plan based on the draft findings of the Staff. **Commissioner Orzen** seconded.

Ayes: Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

OPEN OF PUBLIC HEARING

D. L 00-02; City of Oregon City/ Adoption of Tree Ordinance

STAFF REPORT

Maggie Collins reviewed the staff report and main points of the Tree Ordinance. She stated that staff recommended approval.

Commissioner Mengleburg stated that she received Commissioner Bailey's email expressing concern about the accountability of the Tree Committee. **Maggie Collins** responded that accountability issues would be handled by the City Commission. **Chairperson Carter** asked about the current tree list. **Maggie Collins** replied that the tree list was a modified version of Portland's tree list; the first item for the Tree Committee might be to review this list. **Commissioner Main** asked how the new Tree Plan (once developed) would be implemented. **Maggie Collins** stated that it would be reviewed by the Planning Commission and then forwarded to the City department to which it is assigned. She stated that the Planning Commission could include a recommendation that the City Commission assign staff to the Tree Committee at the time of approval. **Commissioner Orzen** asked how the Tree Committee would deal with the Molalla Improvement Plan that specifies street tree planting. **Maggie Collins** responded that, for example, the Molalla Plan does not specify what types of trees are to be planted; the Tree Committee could make recommendations for specific types of trees to be used.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMMISSIONERS

Commissioner Orzen moved to recommend approval of the Tree Ordinance to the City Commission, with the recommendation that the City Commission assign staff to the Tree Committee upon approval. **Commissioner Surratt** seconded.

Ayes: Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

5. OLD BUSINESS

None.

6. NEW BUSINESS

A. Staff Communications to the Commission

Maggie Collins handed out a newsletter for the South Corridor Transportation study, she stated it is an alternative transportation study for linking Portland to Oregon City. She stated that a page from the monthly economic forecasts published by the Oregon Economic Development Department was also at handed out to them. She stated that additional planning commission training would be held in April; interested Commissioners would be able to attend with tuition paid by the City.

B. Comments by Commissioners

Commissioner Main stated that the public is encouraged to speak at public hearings, public feedback is very important to the public hearing process.

7. ADJOURN

All Commissioners agreed to adjourn.

**Linda Carter, Planning Commission
Chairperson**

Maggie Collins, Planning Manager

DRAFT

**CITY OF OREGON CITY
PLANNING COMMISSION MINUTES
March 12, 2001**

COMMISSIONERS PRESENT

Chairperson Carter
Commissioner Bailey
Commissioner Main
Commissioner Mengleburg
Commissioner Orzen
Commissioner Surratt

STAFF PRESENT

Maggie Collins, Planning Manager
Colin Cooper, Senior Planner
Carrie Foley, Recording Secretary

1. CALL TO ORDER

Chairperson Carter called the meeting to order.

2. PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA

None.

3. APPROVAL OF MINUTES: February 12, 2001

Commissioner Surratt moved to approve the minutes for the February 12, 2001 Planning Commission meeting with no changes. **Commissioner Orzen** seconded.

Ayes: Bailey, Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

4. PUBLIC HEARINGS

Chairperson Carter reviewed the public hearing procedures and speaker time limits.

OPEN OF PUBLIC HEARING

- A. **PD 00-01/ WR 00-13 (Continued from December 11, 2000);** Lowell Wittke; Requesting approval of a 31-residential dwelling Planned Unit Development including 17 single-family homes and 14 duplex units. The property is located at 16281 S. Oak Tree Terrace; Clackamas County Map #2S-2E-28A, Tax Lots 1712, 1714, 1717 & 1722.

STAFF REPORT

Colin Cooper stated that the applicant has requested a continuance to April 23, 2001 and has agreed to extend the 120-day hearing deadline.

Commissioner Orzen moved to continue PD 00-01/WR 00-13 to the Planning Commission meeting of April 23, 2001. **Commissioner Mengleburg** seconded.

Ayes: Bailey, Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

OPEN OF PUBLIC HEARING

- B. **CU 00-07 (*Continued*)**; W.H. Pacific, Inc./ Construction of a 100 ft. monopole with antennas for Sprint PCS/ 13889 S. Holcomb Blvd; Clackamas County Map 2S-2E-29, Tax Lot 500.

STAFF REPORT

Colin Cooper reviewed the amended staff report memo dated March 12, 2001 and staff's proposed modification of Condition #4. He stated that the monopole would be located on tax lot 200 or 300, and would be over 100 feet away from other tax lots containing residences. He stated that it would be possible to reword one of the conditions to state that the monopole must be located at least 100 feet away from any structure.

TESTIMONY IN FAVOR

Craig Walkenhorst, 8405 SW Nimbus Avenue, Beaverton, OR 97008

Craig Walkenhorst, representing the applicant, thanked the Staff for allowing design flexibility. He stated that if there would be a new condition added, he would need to request a continuance to consult with the applicant. He stated that the monopole can withstand a wind load of 80, which is the requirement for Clackamas County.

Commissioner Bailey asked when the final location would be decided. **Craig Walkenhorst** responded that the configuration to promote accessibility for maintenance while preserving vegetation and development potential would be decided as soon as Planning Commission approval is given. The finalized plan would then go to Staff for site design review. Commissioner Main asked how many carriers could use the monopole. **Craig Walkenhorst** responded that the monopole could be used by up to three different carriers.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMISSIONERS

Commissioner Mengleburg stated that she had researched monopole regulations in other jurisdictions and found that a 100-foot setback is not necessary if the main concern is safety from toppling. **Colin Cooper** responded that the setback requirement was done for esthetics, and agreed that a falling monopole is not a big safety concern.

Commissioner Main moved to approve the application with conditions as follows: Conditions 1 to 3 as stated in the March 5 Staff memo; Condition 4 as modified in the March 12 staff report memo; and Conditions 5 and 6 as stated in the March 5 Staff memo. **Commissioner Surratt** seconded.

Ayes: Bailey, Main, Mengleburg, Orzen, Surratt, Carter; Nays: None

5. OLD BUSINESS

None.

6. NEW BUSINESS

A. Design Information

Maggie Collins stated that she sent an article about roof gardens to the Commissioners for their reference. She stated that the City Commission approved the Site Design Review guidelines with the exception of the materials and color section guidelines for commercial buildings over 25,000 thousand square feet.

B. Staff Communications to the Commission

Maggie Collins stated that the work session on Wednesday would be cancelled. She stated that a City Vision Project Phase 1 potluck will be held at the Oregon City High School cafeteria. She handed out a report for this project, submitted by Commissioner Orzen, and urged the Commissioners to attend.

C. Comments by Commissioners

Commissioner Bailey stated that he would like to have more information from Staff about monopolies. An inventory and location map would be helpful. All Commissioners agreed.

7. ADJOURN


All Commissioners agreed to adjourn the regular meeting. After taking a short break, the Planning Commission reconvened to continue a training session on Planning Commission Procedures and Policies.

**Linda Carter, Planning Commission
Chairperson**

Maggie Collins, Planning Manager

OREGON CITY PLANNING DIVISION

Memo

To: Planning Commission
From:  Maggie Collins, Planning Manager
Date: 04/03/01

APRIL 9, 2001 PLANNING COMMISSION MEETING

Re: Administrative Business (Old Business)

1. Attached is a copy of the revised City public hearing procedure sheet with the changes the Commission suggested at the March 12, 2001 worksession.
2. Attached is a copy of the sheets regarding making complete motions for your use.
3. Attached is a copy of a draft Code of Conduct, as requested at the March 12, 2001 meeting. Also attached for comparison purposes is the original draft from whence staff extracted Code of Conduct concepts. Should the Commission decide that the draft, as is, or with revisions, should be adopted, a simple motion would be in order.
4. Commissioners Main, Orzen and Mengleberg are registered for the April 4th Planning Commission training at Fairview City Hall, starting at 8:45 a.m.

SAMPLE MOTIONS

I. QUASI-JUDICIAL LAND USE APPLICATIONS

A. Type III Applications.¹

1. Motion Adopting Staff's Findings and Recommendation:

I move that we adopt the findings and recommendation in the staff report for File No. _____ and that we (approve/deny) the application for a (insert description), subject to the conditions in the staff report.

2. Motion Adopting Staff's Findings and Recommendation With Revisions:

I move that we adopt the findings and recommendation in the staff report for File No. _____, with the following changes:

1. _____;
2. _____;
3. _____; and
4. _____;

and, subject to those changes, we (approve/deny) the application for a (insert description).

3. Motion Directing the City Attorney or Staff to Draft New or Revised Findings to Support the Decision:

I move that we continue this matter to (insert specific hearing date) for deliberation and decision only and that we direct the (city attorney/staff) to draft a decision for our consideration that (approves/denies) this application based on the testimony we heard and for the reasons we have discussed.

In continuing the matter to a date certain, be mindful of the 120-day time limit. Also, when the written decision comes back before you for deliberation and adoption, the motion to adopt the decision might be:

I move that we adopt the written decision the (city attorney/staff) prepared for us and (approve/deny) the application for a (insert description) for the reasons identified in the decision.

¹ Type III applications are applications for preliminary plan approval for planned unit developments ("PUDs"), conditional use permit decisions ("CUPDs"), variances, code interpretations and modifications to prior decisions. See OCMC 17.50.030(C).

I. QUASI-JUDICIAL LAND USE APPLICATIONS

B. Type IV Applications.²

1. Motion Recommending Approval to the City Commission and Adopting Staff's Findings and Recommendation (this assumes the staff has recommended approval):

I move that we adopt the staff's findings and recommendation in the staff report for File No. _____ and that we recommend the City Commission approve the application for (insert description).

2. Motion Denying the Application and Adopting Staff's Findings and Recommendation (this assumes the staff has recommended denial):

I move that we adopt the staff's findings and recommendation in the staff report for File No. _____ and that we deny the application for the (insert description).

3. Motion Directing the City Attorney or Staff to Draft New or Revised Findings to Support the Decision:

I move that we continue this matter to (insert specific hearing date) for deliberation and decision only and that we direct the (city attorney/staff) to draft a decision for our consideration that (approves/denies) this application based on the testimony and evidence that was presented and for the reasons we have discussed.

In continuing the matter to a date certain, be mindful of the 120-day time limit. Also, when the written decision comes back before you for deliberation and adoption, the motion to adopt might be:

I move that we adopt the written decision the (city attorney/staff) prepared for us and deny the application for a (insert description) for the reasons discussed in the written decision;

OR

I move that we adopt the written decision the (city attorney/staff) prepared for us and recommend the application for a (insert description) be approved by the City Commission for the reasons discussed in the written decision.

² Type IV quasi-judicial applications are applications that seek a zone change or comprehensive plan map amendment for a very small number of properties, or one property. Often they are filed by the owner as opposed to the City. See OCMC 17.50.030(D).

II. LEGISLATIVE PROPOSALS³

A. Motion Recommending Approval of the Legislative Proposal as Presented by Staff:

I move that we recommend the City Commission adopt the legislative proposal in File No. _____ as presented by staff, which _____ (insert description) _____.

B. Motion Recommending Approval of the Legislative Proposal With Revisions:

I move that we recommend the City Commission adopt the legislative proposal in File No. _____, which _____ (insert description) _____, with the following changes:

1. _____;
2. _____;
3. _____; and
4. _____.

C. Motion Recommending Denial of the Legislative Proposal:

I move that we recommend the City Commission deny the legislative proposal in File No. _____ for the reasons we have discussed.

³ Legislative land use proposals include proposals that adopt new or revised comprehensive plan goals or policies, a new or amended zoning map, or new or amended text for the zoning or municipal code. See OCMC 17.50.020 and 17.50.170.

PUBLIC HEARING PROCEDURE

OREGON CITY PLANNING COMMISSION

- | | | |
|----|--|------------|
| A. | STAFF REPORT | 15 MINUTES |
| B. | CORRESPONDENCE | |
| C. | APPLICANT'S PRESENTATION | 15 MINUTES |
| D. | PUBLIC TESTIMONY FROM OTHERS
IN SUPPORT OF THE APPLICATION | 5 MINUTES |
| E. | COMMENTS OR QUESTIONS FROM
INTERESTED PUBLIC WHO ARE
NEITHER PROPONENTS NOR
OPPONENTS | 5 MINUTES |
| F. | PUBLIC TESTIMONY FROM THOSE IN
OPPOSITION TO THE APPLICATION
(GROUP) | 15 MINUTES |
| G. | PUBLIC TESTIMONY FROM THOSE IN
OPPOSITION TO THE APPLICATION
(INDIVIDUALS) | 5 MINUTES |
| H. | QUESTIONS FROM THE PLANNING
COMMISSION | |
| I. | REBUTTAL TESTIMONY FROM
APPLICANT | 10 MINUTES |
| J. | FINAL STAFF COMMENTS | 5 MINUTES |
| K. | CLOSING OF PUBLIC HEARING | |
| L. | COMMISSION DELIBERATION
AND / OR ACTION | |

PUBLIC HEARING PROCEDURES **ADDITIONAL INFORMATION**

TIME LIMITS

- ❑ Staff will present the staff report in 15 minutes or less and answer the Planning Commission's questions.
- ❑ The applicant (or representative) will present his or her application in 15 minutes or less and answer the Planning Commission's questions.
- ❑ Persons who wish to testify in support of an application will present their positions in 5 minutes or less, and answer the Planning Commission's questions.
- ❑ Persons who wish to testify in opposition to an application will present their positions in 15 minutes or less as a group, or in 5 minutes or less as individuals, and answer the Planning Commission's questions.
- ❑ If there is testimony in opposition, the applicant will present rebuttal information in 10 minutes or less and answer the Planning Commission's questions.

PRESENTATION OF NEW INFORMATION

When an applicant offers material or information of a significant nature that is new to the Planning Commission and the staff, and the application is on the 120-day clock, the Planning Commission may offer the applicant one of the following options:

- ❑ Make a decision on the application knowing that the new information has not been reviewed by staff or the Commission; or
- ❑ Allow the applicant to request a 45-day continuance so that full review and evaluation of the submitted material can be undertaken by the Commission and the staff; or
- ❑ Allow the applicant to withdraw the application and resubmit at a later date.

Other Information:

The Oregon City Municipal Code is online at www.ci.oregon-city.or.us

For further information on procedures and City policies, contact the Planning Division staff at 503-657-0891.



CITY OF OREGON CITY

INCORPORATED 1844

Community Development Department
Planning Division

320 Warner Milne Rd. - P.O. Box 3040 - Oregon City, OR 97045
Tel: (503) 657-0891 Fax: (503) 657-7892

DRAFT

OREGON CITY PLANNING COMMISSION

CODE OF CONDUCT

To promote effective governance, we commit to:

- Work for the common good of the City within the City Commission framework;
- Give respect and dignity to all Planning Commission members, staff, and citizens, regardless of personal opinion or bias;
- Bestow praise in the public arena, and encourage vigorous and respectful public debate;
- Focus on the present and future with no blame-fixing for things in the past;
- Discuss concerns with another Planning Commissioner in a professional and timely manner, individually, taking care to share all concerns;
- Give advance notice to fellow Commission members, staff, and citizens for matters being introduced before the Commission, thereby allowing time to review all material and/or data;
- Take no action on the City's behalf without following proper procedures and the directives of the City's Comprehensive Plan and implementing ordinances; and
- Support majority decisions of the Commission, and avoid personalizing disagreement or eroding the collective reputation of the Commission.

We believe that daily decisions and actions must incorporate individual accountability and ethical character qualities. These are honesty, personal integrity, dedication, courage, and compassion. Above all else, we pledge to give continuous dignity and respect to all people, in all circumstances, with regard to the governing of our City.

Unanimously Adopted by the Oregon City Planning Commission, April 9, 2001

Vol2H/Wd/Maggie/Plcomm/PCCodeConduct

“Preserving Our Past, Building Our Future”

OREGON CITY CODE OF CONDUCT

The Oregon City City Commissioner Members support the Council/Manager form of government whereby the City Commission sets policy. The City Manager and Staff develop strategies and implement policies.

To promote more effective governance, our joint mission is to foster a safe city, promote economic vitality, and encourage strong citizen involvement in our government process. By utilizing this Code of Conduct, we are committed to doing the following:

- ~ Work for the common good of the city within the Commission framework;
- ~ Give respect and dignity to all Commission Members, Staff, and Citizens, regardless of personal opinion or bias;
- ~ Bestow praise in the public arena, and encourage vigorous and respectful public debate;
- ~ Focus on the present and future with no blame fixing for things in the past;
- ~ Discuss concerns with another Commission Member in a professional and timely manner, individually, taking care to share all concerns;
- ~ Give advance notice to fellow Commission members, Staff, and Citizens for matters being introduced before the Commission, allowing time to review all material and/or data;
- ~ Take no action on the City's behalf without following proper government procedure or receiving a vote of support for the action;
- ~ Support majority decisions of the Commission and do not personalize disagreement or erode the collective reputation of the Commission;

Finally, daily decisions and actions must incorporate individual accountability and ethical character qualities. These are honesty, personal integrity, dedication, courage, and compassion. Above all else, continuous dignity and respect will be given to all people, in all circumstances, with regard to the governing of our City.