



**Work Session**

**WS**

**Milwaukie City Council**



MILWAUKIE CITY COUNCIL  
WORK SESSION

City Hall Conference Room  
10722 SE Main Street  
www.milwaukieoregon.gov

**REVISED AGENDA**  
**AUGUST 16, 2016**  
(Revised August 10, 2016)

	Page #
A light dinner will be served.	
1. 4:00 p.m. <b>Building Department Fiscal Year Review</b> Staff: Samantha Vandagriff, Building Official	1
2. 4:15 p.m. <b>Clackamas County Urban Lumber Project</b> Staff: Mitch Nieman, Assistant to the City Manager	
3. 4:45 p.m. <b>Board, Commission, and Committee (BCC) By-Laws Report</b> Staff: Pat DuVal, Co-City Recorder, and Scott Stauffer, Co-City Recorder	
4. 5:00 p.m. <b>Regional Flexible Fund Allocation Program for the Monroe Street Neighborhood Greenway</b> Staff: Denny Egner, Planning Director	11
5. 5:15 p.m. <b>Design and Landmark Committee (DLC) Update</b> Staff: Brett Kelter, Associate Planner	13
6. 5:45 p.m. <b>Adjourn Work Session</b>	

**EXECUTIVE SESSION**

Upon adjournment of the Work Session the City Council will meet in Executive Session pursuant to Oregon Revised Statute (ORS) 192.660(2) (h) to consult with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed and (a) to consider the employment of a public officer, employee, staff member or individual agent. (Added August 10, 2016)

**Meeting Information**

- The time listed for each item is approximate; the actual time each item is considered may change due to the length of time devoted to the previous item. The Council may vote in Work Session on non-legislative issues.
- Executive Sessions: The Milwaukie City Council may meet in executive session immediately following adjournment pursuant to ORS 192.660(2).
  - All Executive Session discussions are confidential and those present may disclose nothing.
  - Representatives of the news media are allowed to attend Executive Sessions as provided by ORS 192.660(3) but must not disclose any information discussed.
  - Executive Sessions may not be held for the purpose of taking final actions or making final decisions.
  - Executive Sessions are closed to the public.
- For assistance/service per the Americans with Disabilities Act (ADA), please dial TDD 503-786-7555. During meetings the Council asks that all pagers and cell phones be set on silent mode or turned off.



**MINUTES**  
MILWAUKIE CITY COUNCIL  
www.milwaukieoregon.gov

**WORK SESSION**  
AUGUST 16, 2016  
City Hall Conference Room

**Mayor Gamba called the Work Session to order at 4:01 p.m.**

**Council Present:** Council President Lisa Batey and Councilors Scott Churchill, Wilda Parks, and Karin Power (via phone)

**Staff Present:** City Manager Bill Monahan, Co-City Recorder Pat DuVal, Co-City Recorder Scott Stauffer, Assistant to the City Manager Mitch Nieman, Building Official Sam Vandagriff, Community Development Director Alma Flores, Planning Director Denny Egner, and Associate Planner Brett Kelter

**Building Department Fiscal Year Review**

**Ms. Vandagriff** and **Ms. Flores** provided the staff report and presentation. **Ms. Vandagriff** noted increases in revenue and permits issued during the 2015-2016 fiscal year. She noted that Clackamas County had previously issued electrical permits and that the City began issuing them on January 1, 2016.

**Ms. Vandagriff** reported the number of permits issued had increased 68% from last year, not including electrical. All permits, electrical included, were up 119%. She reviewed the increase in the number of inspections and noted an average of 12-20 inspections were being performed per day. She believed it would continue to rise.

The group noted the increased work load for the Building Department and observed that pre-application conferences were also up.

**Ms. Flores** reported that a streamlined permit processes had been implemented. **Ms. Vandagriff** said a new software program, Blue Beam, would allow them to do more.

**Ms. Vandagriff** explained possible projects on the horizon, which included the City's opportunity sites; new houses throughout the City; the Library project; the solar campaign; and more. **Ms. Vandagriff** and **Ms. Flores** discussed the effects of the pending projects on the Building Department. **Ms. Vandagriff** discussed ways to mitigate time restraints and the possibility of adding another full-time equivalent (FTE) position.

**Mr. Monahan** suggested putting together justification for a FTE position. It was Council consensus to start the process. **Mr. Monahan** believed it should be a full-time position. **Councilor Parks** agreed it was time to start the process and a budget adjustment could be made when the time came. **Ms. Flores** would reach out to the Finance Director, Human Resources Director, and Mr. Monahan.

**Clackamas County Urban Lumber Project**

**Mr. Nieman** said the lumber project was based on House Bill (HB) 2984 approved during the 2015 session of the State Legislature. He introduced Samantha Wolf and Rick Gruen with Clackamas County; Bob Wise with Cogan Owens Greene, LLC; and Andrew Craig, member of the Parks and Recreation Board (PARB) and the Milwaukie representative on the Clackamas County Lumber Initiative.

**Mr. Gruen** provided background on the project and noted it was not a County program. He reviewed the urban lumber project timeline and explained the partnership with Cogan Owens, ECONorthwest, and the Energy Trust of Oregon. He noted HB2984 was about helping cities find an alternative revenue stream or help offset the costs of an

existing tree program. He said there would be revenues as the program was annualized. The rotational cycle was 50 years; it was a long term investment. He noted that there had been some controversy over HB2984 and said the program was supportive of existing tree ordinances. He summarized the program was about finding opportunities within the City that would allow for trees to be maintained and managed.

**Mr. Gruen** said the Urban Lumber Project was compatible for cities with sustainable action plans. **Mr. Nieman** noted the City's sustainability plan was in need of an update. **Mr. Gruen** noted some concern about the program going against Tree City USA cities and explained that it was compatible and could give points towards Tree City USA designation with regards to economic and sustainability goals. He explained 4 key areas that would be addressed, and noted that the goal was to submit a recommendation to the Board of County Commissioners the State Legislature in spring 2017.

**Mr. Nieman** added that he had begun working with the Geographic Information System (GIS) and Building Department to see whether the City had enough land to participate in this project. **Ms. Wolf** explained their canopy cover work with EcoTrust.

**Mayor Gamba** understood there would be new trees planted specifically to be harvested in 50 years. **Mr. Gruen** said that was correct, and talked about how a current canopy study could be useful for the City. **Mayor Gamba** was concerned about the percentage of the City canopy that could be harvested. **Mr. Gruen** said that only City-owned lands were eligible and discussed how the program could grow in the future.

**Mr. Craig** thought it was a good opportunity to utilize trees that were coming down anyway. He shared Mayor Gamba's concerns. He liked the idea of finding pockets of land to do plantation-type forestry of hardwoods with specific types of trees. **Mayor Gamba** and **Mr. Craig** discussed types of trees and rotational harvest scenarios.

**Mayor Gamba** asked who would pay for initial plantings. **Mr. Gruen** said there would be an enrollment fee for each tree planted and discussed the possibility of seed money.

**Councilor Churchill** and **Mr. Gruen** discussed the supply and demand for urban sourced hardwoods and Urban Lumber program costs. **Mayor Gamba** and **Council President Batey** commented on the potential benefits and risks of the Urban Lumber program and the importance of adding to trees to the City's existing canopy. **Ms. Wolf** noted the program was not interested in cutting down existing trees.

**Mr. Nieman** noted that the City may not have enough land to participate in the program.

**Council President Batey** noted the likelihood of citizens in 50 years relying on the trees. **Mayor Gamba** said that was also his fear. He saw the program making sense along highways. **Mr. Gruen** said every 5<sup>th</sup> tree could be harvested. He explained that the State Legislature had approved the bill with the understanding that a feasibility study would provide the business plan. He discussed the difficulty of building a program that designated trees to be harvested 50 years later.

**Mr. Wise** discussed the program's technical work. He noted there were a lot of trees coming down and if there was a better system, it could produce small amounts of revenue for the City. **Mayor Gamba** agreed there were benefits to planting trees.

The group discussed the availability of land in Milwaukie and the removal of trees relating to development, and steps moving forward.

### **Board, Commission, and Committee (BCC) By-Laws Report**

**Mr. Stauffer** distributed the staff report and reported that the Milwaukie Municipal Code (MMC) required an annual review of BCC bylaws, which was not currently happening.

**Mr. Monahan** said it was important for Council to direct staff to review BCC bylaws annually and then bring them forward to the City Council if necessary.

**Mr. Stauffer** would provide Council with the full list of current bylaws.

**Council President Batey** believed it was good idea to have them updated in 2017 and suggested they may not need to be updated yearly. **Mr. Monahan** clarified the MMC did not require the bylaws to be updated yearly, just reviewed. **Mayor Gamba** thought an annual review to make sure the bylaws still applied was appropriate. **Councilor Parks** noted the bylaws could be discussed at the Council's annual meeting with each BCC.

### Regional Flexible Fund Allocation (RFFA) Program for the Monroe Street Neighborhood Greenway

**Mr. Egner** noted 3 possible projects to apply for RFFA funds and explained City staff had been lobbied by Clackamas County to apply for Monroe Street Greenway funding. He discussed funding and noted Mr. Eaton had put together a request for engineering and rights-of-way (ROW) acquisition. The key question was how much the City should offer up as a match. He explained the requirement was a 10.27% match, and Mr. Eaton said the match could be up to 28%. **Council President Batey** understood the match funds were required for the 2019-2021 timeframe. **Mr. Egner** discussed the County's involvement and their fund requests. **Mayor Gamba** discussed the City's project costs.

**Mr. Egner** added that per conversations with Council last year, staff was to move forward with the street diversion study. He clarified the diversion study was still on the table. **Mayor Gamba** noted the possibility of pushback when discussing diversion. He believed it made more sense to leave the diversion up to see if it worked, and take it down if it did not. **Mr. Egner** clarified staff intended to follow all previously stated steps.

**Councilor Churchill** believed that the Monroe Street Greenway was the shiny penny, and the rusty nail was the unfinished portions of Lake Road. He would rather see money spent on Lake Road to finish the project. **Council President Batey** noted Lake Road was scheduled to be paved in 2018.

**Mayor Gamba** explained Monroe Street was a regionally significant piece of infrastructure, which is why the Clackamas County Coordinating Committee (C4) and Clackamas Transportation Advisory Committee (CTAC) had supported the project. He discussed the importance and challenges of the Lake Road and Railroad Avenue projects. He noted that with paving and the Bicycle and Pedestrian Accessibility Program (BPAP), Lake Road would have a lot of work done. He discussed the importance of choosing a project that had a high likelihood of receiving a grant. The group discussed the condition and sidewalk connectivity of Lake Road.

The group discussed what matching percentage to include in the grant application and they noted funding sources for Lake Road and the Monroe Street Greenway.

**Mr. Egner** observed Council's desire to include a 20% City match for the grant funding and noted that a Council Resolution would be prepared for the August 16, 2016 Regular Session Consent Agenda.

### Design and Landmark Committee (DLC) Update

**Mr. Kelter** introduced Sherry Grau, DLC Chair, and reported that the DLC had been working to refresh the downtown design guidelines.

**Mayor Gamba** asked about streetscape guidelines. **Mr. Monahan** noted that the streetscape guidelines were being reviewed by staff and were a natural fit into the urban renewal program. **Mr. Kelter** noted the benefits to the DLC reviewing the guidelines.

**Ms. Grau** noted there had been no design applications over the last year; she was assuming it was the calm before the storm and looking forward to things ramping up.

**Mayor Gamba** thought it might be time to look at the final design for the south downtown plaza. He thought it would make sense for DLC to be part of process.

The group discussed the timeline for the developments in downtown.

9770

**Mayor Gamba** thought the Historic overlay should be revised and **Council President Batey** believed there was not enough review of historic buildings. **Mr. Kever** explained it was a complicated issue with multiple parties involved.

The group discussed the possibility that there were more properties to add to the historic properties list. **Council President Batey** agreed the list could be updated.

**Mr. Kever** noted concerns that could apply to institutions like City Hall, the Waldorf School, Ardenwald, and more as they were likely to be dealing with multiple issues.

**Mayor Gamba adjourned the Work Session at 5:39 p.m.**

Respectfully submitted,



Amy Aschenbrenner, Administrative Specialist II



# MILWAUKIE

*Dogwood City of the West*

## Memorandum

To: City Council

From: Alma Flores, Community Development Director

CC: Bill Monahan, City Manager

Date: August 11, 2016

Re: Community Development Department Projects - City Council Update for August 16, 2016

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### Community Development/Economic Development

- **Triangle Site Acquisition and Food Cart Pod**
- Opportunity Sites: Harrison and Main Site (City Block 14) and Cash Spot site
- **Urban Renewal Planning**
- Economic Opportunities Analysis/Target Industry/ED Strategy
- Partnerships
- **Grants: Milwaukie Equitable Housing Grant**
- Tools and Incentives/Business Workshops
- **Wayfinding Systems Plan—Downtown**
- Neighborhood Profiles
- **Downtown Main Street Inventory and Study**
- **North Milwaukie Industrial Area Plan**
- Exploring a Construction Excise Tax Ordinance
- **Enterprise Zone Boundary Expansion and Application for Electronic Commerce Zone**

### Engineering

- Riverfront Park
- **17<sup>th</sup> Avenue Multi-Use Trail**
- **ADA Ramp Improvements (CDBG)**
- **McLaughlin Utility Improvements**
- **42<sup>nd</sup> Ave Paving**

### Planning

- **Annexations**
- **Code Updates/Amendments**
- **Visioning and Comprehensive Plan Update**
- **Land Use and Development Review**

### Building

- 

### Community Development/Economic Development

#### **Triangle Site Acquisition and Food Cart Pod**

- The July 5, 2016 council packet included a consent agenda item for the final approval of the Bargain and Sale deed for the purchase of the Triangle Site at 11301 SE 21<sup>st</sup> Avenue. The food cart pod management group contract will come before council at the August 2 meeting. Contract was approved at the August 2 city council session.

#### **Urban Renewal Planning**

- Mayor Gamba, Councilor Parks, and staff met with representatives of the Fire District on August 9<sup>th</sup> to discuss Milwaukie's approach to address Fire District concerns about urban renewal. In response, staff has included new language in the draft plan to require a financial analysis and check-in with taxing districts during the fifteenth year of the plan. The Council will consider adoption of the urban renewal plan on August 16<sup>th</sup>.

#### **Milwaukie Equitable Housing Grant**

- The full application for Metro's Equitable Housing Planning and Development Grant Program was submitted on August 12. Council adopted a resolution support for the grant application at their August 2

regular session agenda. If selected for funding, the grant will fund a feasibility analysis and preliminary site design work for four sites to examine their potential for a cottage cluster development that can provide equitable housing opportunities to a variety of groups identified by community partners, including affordable housing, workforce housing, senior housing, and special needs housing.

#### **Wayfinding Systems Plan—Downtown**

- Sea Reach, Inc. is continuing to refine the design and prepare a final document to the City. Staff has scheduled time at the September 20 Council meeting to present the final product.

#### **Downtown Main Street Inventory and Study**

- The Community Development department has hired an intern through Reed College's Rose Fellowship program to provide a much needed inventory of downtown buildings, businesses, and amenities. Ashlee Fox has finished conducting an inventory of downtown and completed writing a report about her findings. The report could be found at <http://www.milwaukieoregon.gov/economicdevelopment/2016-market-analysis>

#### **North Milwaukie Industrial Area Plan**

- The Advisory Group Kick-Off Meeting and Tour was held Wednesday, August 10<sup>th</sup> from 7:30 to 10:30 a.m. at the Milwaukie Masonic Lodge. Refinements to the scope of work have been made and the final is being reviewed. After several changes were made to the signed contract by the County, it needed to be resigned and is scheduled to be officially approved by the Board of County Commissioners August 11<sup>th</sup>. Despite this delay, project consultants were able to develop a draft Public Involvement Plan (PIP) in time for the Kick-Off Meeting and Tour. Project consultants will now begin developing a project website conducting an existing conditions analysis, and finalizing the PIP.

#### **Enterprise Zone Boundary Expansion and Application for Electronic Commerce Zone**

- Submission of the boundary expansion has been postponed to further analyze new data for the proposed expansion area and coordinate with Clackamas County and Happy Valley on a new joint expansion. Milwaukie City Council approved a resolution July 5, 2016 recommending that the North Clackamas Enterprise Zone be designated for the one available for existing Enterprise Zones that was announced the last week of June by Business Oregon. Similar resolutions were adopted by Enterprise Zone co-sponsors Happy Valley City Council 7/19 and Clackamas County Board of County Commissioners 7/28. The application for Electronic Commerce Zone overlay was submitted to Business Oregon August 1, 2016, and it was announced August 4<sup>th</sup> that the Roberts Creek Enterprise Zone from Douglas County will receive the designation since their governing body had the earliest resolution adoption date at a special meeting of County Board of Commissioners July 1, 2016.

#### **Engineering**

##### **17th Avenue Multiuse Path**

- Construction of the Multi-use path is underway. ADA Ramps at Lava have been poured, bus pad at Lava has been poured. Pavement grinding has been completed in the Southbound Lane. The retaining wall is substantially complete at the Cemetery. Approximately 75% of the storm line improvements have been completed. According to the contractors schedule they are on schedule for Substantial Completion of October 31st per the Contract.
- 17<sup>th</sup> Avenue is **closed** in the southbound direction from Ochoco to 99E. There is a detour plan in place intended for traffic approaching the closure from north of Ochoco. Southbound traffic will be detoured onto Ochoco. This closure is expected to remain in place until substantial progress is made in the trail construction and the contractor can move on to other stages of the project. Check the project website for updates.

##### **ADA Ramp Improvements (CDBG)**

- Work has started on Lake Road and Washington Street. Project will construct new sidewalk access ramps along lake between Oatfield and 21<sup>st</sup> and on Washington between 23<sup>rd</sup> and 25<sup>th</sup>, including installation of a second pedestrian activated signal.

##### **McLaughlin Utility Improvements**

- Design of water, storm and sewer improvements for construction in advance of ODOT reconstructing the roadway next spring is essentially complete. Project is set for construction after 17<sup>th</sup> Ave is complete due to conflicts with the existing detour.

## **42<sup>nd</sup> Ave Paving**

- Project is currently under design. Advertisement and construction is not anticipated until the spring of 2017.

## **Planning**

### **Annexations**

- A-2016-003 – Expedited annexation received for 9412 SE Stanley Ave, to connect to sewer. Tentatively scheduled for Council decision on September 6, 2016.

### **Code Updates/Amendments**

- The Council will consider adoption of code amendments regulating marijuana businesses on August 16<sup>th</sup>. The Council initially opened the public hearing on on July 19, 2016.
- Staff has begun work on a series of “housekeeping” code amendments that will be brought before the Planning Commission and City Council in Fall 2016.

### **Visioning and Comprehensive Plan Update**

- Staff and its consultants (Cogan Owens Greene) have conducted a series of Vision stakeholder interviews with NDA leaders, local non-profits, community organizations, business groups, and City board and committee members. The interviews are being used to develop the topics and materials used in the “Community Conversations” that will occur in September and October.
- The Council will receive an update on the Visioning process at their August 16 regular session. A resolution is also included to appoint an additional member to the Vision Advisory Committee (VAC).
- Community outreach for the Vision is scheduled to begin on August 17 at the NDA Concert Series and Sunday Farmers Market. Staff and volunteers will be asking attendees a series of questions, and people will be able to fill out and return the card or email/text their responses.
- A “Community Conversation” for the 37 VAC applicants that were not selected for the committee will be held on Thursday, August 18.
- The first Steering Committee Meeting will be held on Friday, August 19. The first VAC meeting will be held on Tuesday, August 23.
- Staff is currently reviewing updated versions of the Housing Needs Analysis and Economic Opportunities Analysis. Both studies are scheduled to be completed by September 30.

### **Land Use and Development Review**

- Planning Commission:
  - August 9, 2016, public hearing: VR-2016-006 – The Planning Commission approved a variance to the rear yard setback to permit construction of a new manufactured home at 10541 SE 55<sup>th</sup> Ave
  - September 13, 2016, public hearing: S-2016-001 - A 14-lot subdivision on 2.6 acres at 5126 SE King Road
- Land Use Applications<sup>1</sup>:
  - No new applications since the last Council update.

## **Building**

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<sup>1</sup> Only those land use applications requiring public notice are listed here.

# Clackamas Forestry Product Cooperative Program



**WS 2.**

**August 16, 2016**

**Exhibit**

## What is the project?

During the 2015 legislative session, Rep. Julie Parrish (R-Tualatin/West Linn) introduced and the Oregon Legislature passed HB 2984. The bill requires Clackamas County to establish over the next two years a pilot project to determine the feasibility of creating the Clackamas Forestry Product Cooperative Program, otherwise known as the Clackamas Urban Lumber Program. The purpose of the project is to develop a statewide model for counties to establish cooperatives that provide for the commercial production and marketing of specialty lumber products on nonforest lands in urban areas to promote economic development and generate new public revenues for communities across Oregon.

## Why is this program needed?

Currently there is no efficient method of harnessing valuable lumber from trees grown in cities. Typically, a dying/diseased/hazardous tree is cut down and either chipped or used for firewood, wasting any potential value of the resource for use by specialty hardwood mills. Alternatively, specialty hardwood trees could provide great economic and environmental benefits if planted and managed with the intention of eventual harvest. This innovative concept has the potential to yield significant benefits for Clackamas County, its cities and the State of Oregon.

## What will the County do during the 2-year pilot project period?

The pilot is intended to determine the feasibility of a Forestry Product Cooperative. No planting, enrolling, or harvesting of trees will occur during this study period. Rather, as directed by the Legislature, the County will carry out the following five tasks to determine the feasibility of a Forestry Product Cooperative Program:

- **Financial** – Conduct economic analyses to determine necessary volume capacity to grow and sustain the cooperative
- **Technical** – Design tree enrollment, geotagging, growth modeling and reporting processes
- **Governance** – Identify and create a cooperative governance structure
- **Outreach** – Solicit stakeholder recommendations regarding cooperative structure and operation
- **Training Manual** – Develop an "Owner's Manual" to guide counties in successful cooperative implementation

## When will the program begin?

Clackamas County will report its findings to the 2017 State Legislature, including an assessment of the likely success or failure of a forestry product cooperative. Based on these findings, the Legislature will determine next steps on potential program implementation.

## Can this program help remove my dying/diseased/hazardous tree in my yard?

The pilot project will not include any enrolling, planting, or harvesting of trees. Those with individual and immediate tree concerns should contact a professional arborist or urban wood sawyer prior to tree removal.

**Contact:** **Samantha Wolf**; Project Coordinator  
(503) 742-4685

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# What's the Why?

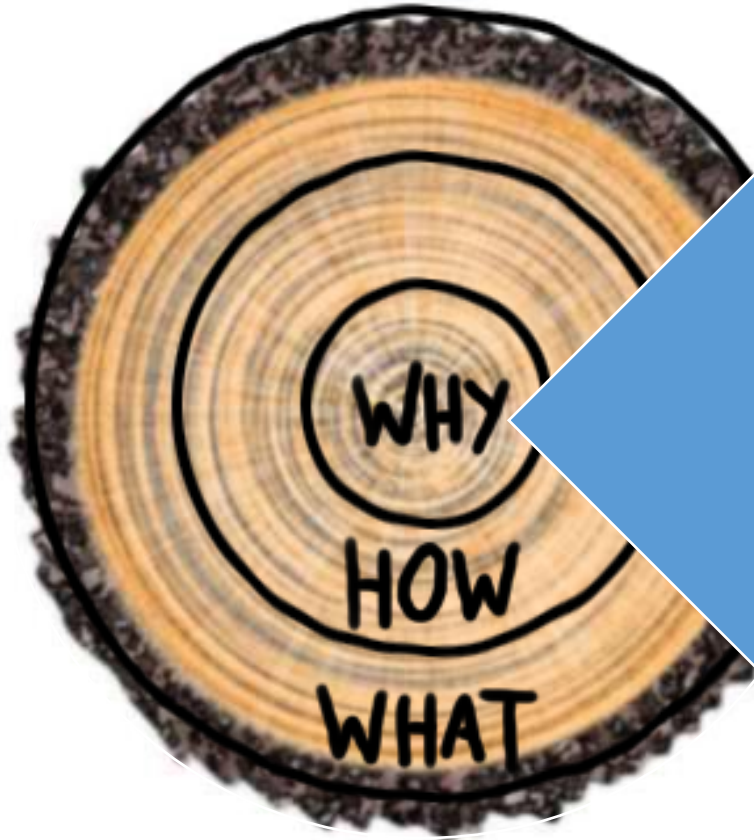
## Growing Urban Lumber in Milwaukee

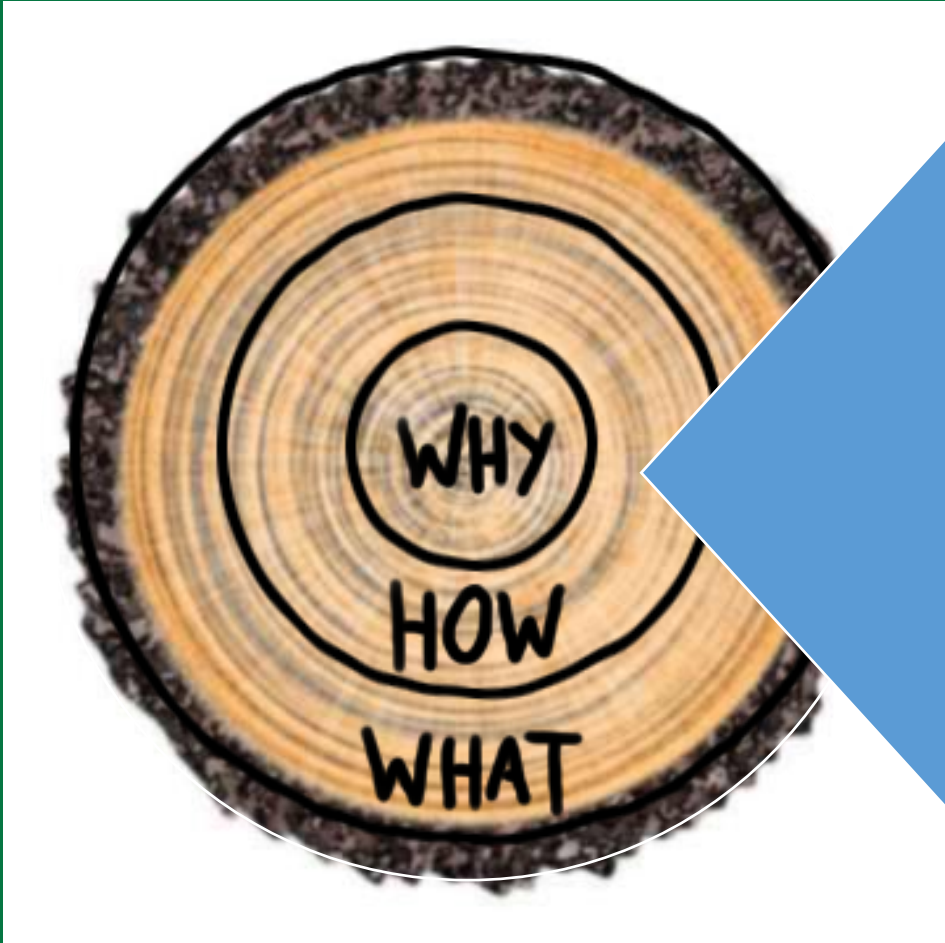


# Urban Lumber Project Timeline

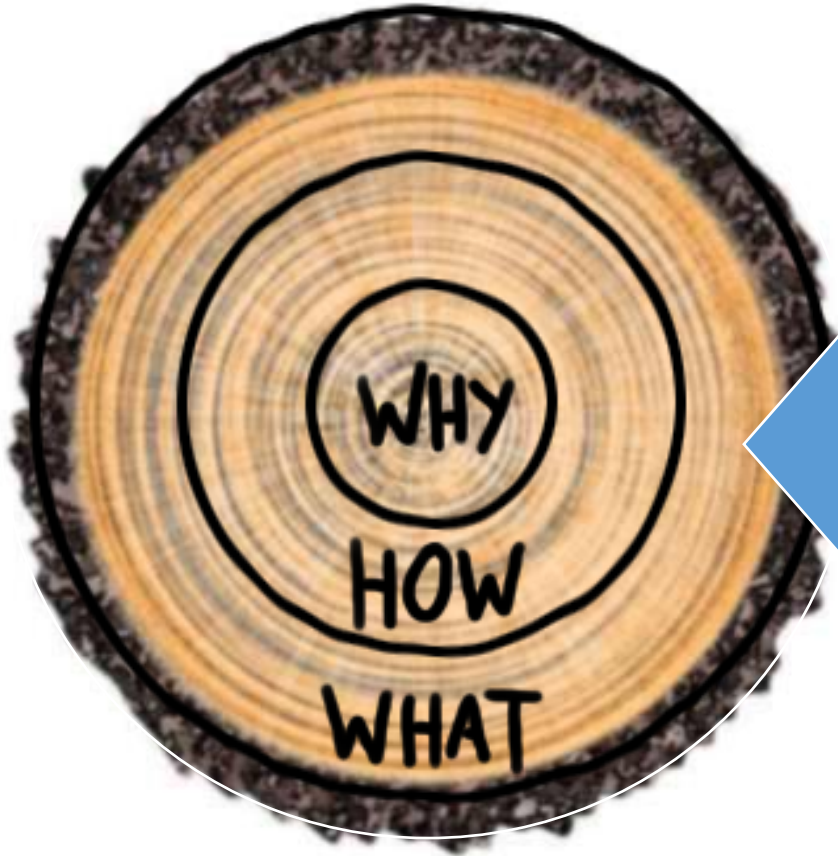


# Revenue stream to Cities





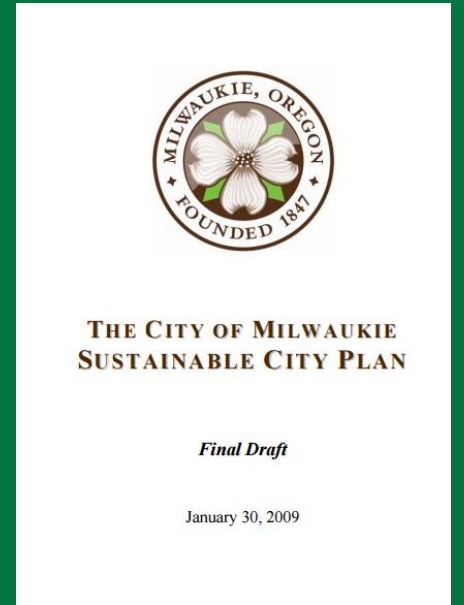
# Opt-in Urban Lumber Pilot



Plant, enroll,  
and maintain  
trees

# Key Points for City of Milwaukie:

- Compatible with 2009 Sustainability City Plan
- Compliments Tree City USA designation
- Cities are key partners in the Urban Lumber project



# Benefits of Urban Lumber:

- Opportunity to generate revenue
- Economic development
- Increase tree canopy and property values
- Environmental co-benefits

Urban Lumber FAQs: <http://www.clackamas.us/forests/urbanlumberfaq.html>





MILWAUKIE CITY COUNCIL  
STAFF REPORT

Agenda Item: **WS 3.**  
Meeting Date: **August 16, 2016**

To: Mayor and City Council  
Through: Bill Monahan, City Manager

Subject: **Board, Commission, and Committee (BCC) Bylaws**

From: Pat DuVal, Co-City Recorder  
Scott Stauffer, Co-City Recorder  
Jason Wachs, Community Program Coordinator  
Amy Aschenbrenner, Administrative Specialist II

Date: August 8, 2016, for August 16, 2016, Work Session

### ACTION REQUESTED

Accept this review of current board, commission, and committee (BCC) bylaws.

### HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

Historically, Council has received regular reports from the City's BCCs, annually if not more often. The focus of these BCC reports has been on the work plans and activities of the BCC, with little if any reference to the BCC's bylaws although the Milwaukie Municipal Code (MMC) requires the BCCs to review their bylaws annually. Periodically, staff has provided Council with an update on BCC bylaws, or rules, that govern the activities of each BCC. This Staff Report is intended to provide an update on the status of the City's BCC bylaws.

### BACKGROUND

Chapter 2.10 of the MMC states: "The Council shall adopt bylaws for each board, commission, and committee's meetings and the performance of its duties. These bylaws shall be reviewed and updated annually by each board, commission, or committee. Bylaws and bylaw revisions shall be reviewed and accepted by the Council and approved by Council resolution."

All of the City's BCCs operate with Council-approved bylaws although few have conducted annual bylaw reviews. When identifying eligibility requirements to recruit candidates to fill vacant BCC positions staff has typically referred to the MMC and not to any BCC bylaws for guidance. Below is a list of the City's current BCCs and the status of each group's bylaws.

BCC Bylaw Table	
BCC	Approved (Resolution)
Arts Committee (artMOB)	10/18/2011 (R93-2011)
Audit Committee	02/19/2013 (R10-2013)
Budget Committee	09/16/2003
Milwaukie Center/Community Advisory Board	09/12/1996
Citizens Utility Advisory Board (CUAB)	05/17/2011 (R52-2011)
Design and Landmarks Committee (DLC)	08/20/2014 (R77-2014)
Kellogg Good Neighbor Committee (KGNC)	10/21/2014 (R80-2014)
Library Board	01/13/2011
Park and Recreation Board (PARB)	07/05/2011 (R65-2011)

**BCC Bylaw Table (cont.)**

<b>BCC</b>	<b>Approved (Resolution)</b>
Planning Commission	03/03/2010 (R19-2010)
Public Safety Advisory Committee (PSAC)	06/16/2009 (R35-2009)
Riverfront Task Force (RTF) [Formerly Riverfront Board]	05/03/2011 (R49-2011)

The data provided in this table is based upon staff research using the HP Records Manager (HPRM) database and known BCC paper files. For Council's review and consideration, the bylaws of the DLC are attached to this Staff Report as an example.

**CONCURRENCE**

This report was compiled by the Offices of the City Manager and City Recorder.

**FISCAL IMPACTS**

None.

**WORK LOAD IMPACTS**

Will require minimal time to prepare and review BCC bylaws for staff who are liaisons to the City's BCCs; it requires the BCCs to devote some portion of their meetings to reviewing the bylaw documents; and it may require Council time to consider taking action on proposed amendments to the BCC bylaws.

**ALTERNATIVES**

Do nothing and allow the BCC bylaws to remain out of compliance with the MMC.

**ATTACHMENTS**

1. DLC Bylaws



**CITY OF MILWAUKIE**  
*"Dogwood City of the West"*

**Resolution No. 77-2014**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON,  
AMENDING THE BYLAWS OF THE DESIGN AND LANDMARKS COMMITTEE.**

**WHEREAS**, Municipal Code Chapter 2.10.050.A requires Committees to review and update their bylaws annually; and

**WHEREAS**, the duties of the Committee are set out in MMC 2.18.010; and

**WHEREAS**, the current bylaws do not adequately address current accepted practice and do not provide guidance for how to address lack of quorum, how to conduct a design review meeting, and other key responsibilities of the Committee; and

**WHEREAS**, the Design and Landmarks Committee drafted a revised set of bylaws to establish the rules and expectations of its membership in conducting the City's business; and

**WHEREAS**, the Design and Landmarks Committee of the City of Milwaukie, Oregon with a quorum in attendance at its regular meeting of January 19, 2014, voted to forward the revised bylaws to the City Council for adoption;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Milwaukie adopts the Design and Landmarks Committee Bylaws in attachment A.

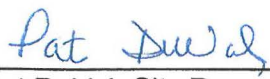
Introduced and adopted by the City Council on August 19, 2014.

This resolution is effective on August 20, 2014.

  
\_\_\_\_\_  
Jeremy Ferguson, Mayor

APPROVED AS TO FORM:  
Jordan Ramis PC

ATTEST:

  
\_\_\_\_\_  
Pat DuVal, City Recorder

  
\_\_\_\_\_  
City Attorney

## ATTACHMENT A

### MILWAUKIE DESIGN AND LANDMARKS COMMITTEE PROPOSED BYLAWS

Approved by the Design and Landmarks Committee on January 29, 2014  
**Adopted by City Council on August 19, 2014**

#### ARTICLE I NAME

The name of this committee is the Design and Landmarks Committee (Committee).

#### ARTICLE II PURPOSE, AUTHORITY, AND OBJECTIVE

- A. **Purpose.** The purpose of the Committee is to serve as an advisory body to, and a resource for, City staff and the Planning Commission on historic resource and urban design matters.
- B. **Authority.** The Committee is authorized by ORS 227 and Milwaukie Municipal Code (MMC) Chapter 2.18.
- C. **Objective.** The Committee's objectives include protecting the community's values and commitment to order, harmony and quality within the built environment of Milwaukie, and protection of Milwaukie's historic resources as reflected in the Comprehensive Plan.
- D. **Open Meetings.** All meetings of the Committee are open to the public.

#### ARTICLE III MEMBERSHIP

- A. **Appointment.** Each Committee member shall be appointed by the Mayor with the consent of Council, consistent with MMC 2.10.030.G. Members shall serve at the pleasure of the Council.
- B. **Term of Office.** Terms are for a period of two years. Committee members may serve no more than three consecutive full terms, unless there is an interval of at least one term prior to reappointment. The Council may waive this limitation if it is in the public interest to do so.
- C. **Membership.** The Committee consists of five members. No member may be a City of Milwaukie officer, agent, or employee. To the degree possible, one Committee member shall have demonstrated special interest, experience, training, or knowledge in the field of historic preservation or history. To the degree possible, one Committee member shall have demonstrated special interest, experience, training, or knowledge in the field of architecture, planning, landscape design, or similar field.
- D. **Vacancies and Removal.** Vacancies are filled in the same manner as the original appointments. A member of the Committee may be removed by the appointing authority, after hearing, for misconduct or nonperformance of duty.
- E. **Attendance.** Upon failure of any member to attend 75% of the scheduled meetings during a calendar year, the Committee may recommend termination of that appointment

to the Council, and the Council may remove the incumbent from the Committee and declare the position vacant to be filled in the manner of a regular appointment.

- F. **Compensation.** Committee members shall receive no compensation for their service, but shall be fully reimbursed for all duly authorized expenses.

#### ARTICLE IV OFFICERS AND STAFFING

- A. **Officers.** The officers consist of a Chair and a Vice Chair who shall be selected by the membership and who shall serve at the pleasure of the membership for one year. Nominations and election of new officers shall be taken from the floor at the Committee's first meeting of the calendar year. Officers may be re-elected. In the event that an officer is unable to complete the specified term, a special election shall be held for the completion of the term.
- B. **Chair.** The Chair shall preside at all deliberations and meetings of the Committee and review Committee agendas with the staff liaison. The Chair shall sign all documents memorializing Committee actions in a timely manner after action by the Committee.
- C. **Vice Chair.** During the absence, disability, or disqualification of the Chair, the Vice Chair shall exercise or perform all duties and be subject to all the responsibilities of the Chair. In the absence of the Chair and Vice Chair, the remaining members present shall elect an acting Chair.
- D. **Staff.** The City of Milwaukie Planning Department will provide staff support to the Committee for: design review issues, meeting notifications, postponements, final disposition of matters, and other steps taken or acts performed by the Committee, which include administrative housekeeping functions such as word processing, minutes preparation, copying, and information gathering to the extent the budget permits.

#### ARTICLE V ORGANIZATIONAL PROCEDURES

- A. **Meetings.** The Committee shall hold meetings as necessary at a time and place designated by staff consistent with Oregon Public Meetings Law. Typically, the Committee meets once a month on the first Monday at 6:30 p.m. at City Hall. Committee meetings shall end no later than 10:00 p.m., unless extended by majority vote of the Committee members present and participating in the Agenda item that is under consideration at that time.
- B. **Quorum.** A quorum is three of the voting membership of the Committee. The concurrence of a majority of the Committee members present shall be required to decide any matter. In the case of a tie vote, the matter is not complete. One new motion may be made. If a majority vote is not obtained on that motion the agenda item fails. If a quorum is not attained fifteen minutes following the scheduled time of call to order, the meeting shall be cancelled. In the event it is known by the Planning Director (Director) prior to a meeting that a quorum will not be present at any meeting, the Director shall notify the Committee members. All items scheduled for the meeting shall be automatically continued to a regularly scheduled meeting unless the Director determines that a special meeting is needed. The Director shall post notice of the continuance on the exterior doors of City Hall notifying the public of the continuance and specifying the date and

time when the continued items will be before the Committee. The Notice shall remain through the evening on which the meeting is originally scheduled.

- C. **Order of Business.** The Chair shall have the authority to arrange the order of business as is deemed necessary to achieve an orderly and efficient meeting. In general, the order of business will be as follows:
1. Call to order – Procedural Matters
  2. Minutes
  3. Information Items
  4. Audience Participation
  5. Public Meetings
  6. Worksession Items
  7. Planning Department Other Business/Updates
  8. Design and Landmarks Committee Discussion Items
  9. Forecast for Future Meetings.
- D. **Voting.** All members who are present at a Committee meeting, including the Chair and Vice Chair, are allotted one vote each on all motions. A motion may be made by any Committee member with the exception of the presiding officer. All Committee members, when a vote is taken, shall vote unless he or she abstains from voting and cites the reason for the record. Staff shall call the roll, altering the order of members called. The Chair shall vote last.
- E. **Reconsideration of Actions Taken.** A member who voted with the majority may move for a reconsideration of an action at the same meeting only. The second of a motion may be a member of the minority. Once a matter has been reconsidered, no motion for further reconsideration shall be made without unanimous consent of the Committee.
- F. **Minutes.** A staff representative or designee shall be present at each meeting and shall provide for a sound, video, or digital recording, or written minutes of each meeting. The record of the meeting, whether preserved in written minutes or sound, video, or digital recording, shall include at least the following information:
1. Names of the Committee members present;
  2. All motions and proposals, and their disposition;
  3. The results of all votes and the vote of each Committee member by name;
  4. The substance of any discussion on any matters; and,
  5. A reference to any document discussed at the meeting;
  6. Written minutes need not be a verbatim transcript, but give a true reflection of the matters discussed at the meeting and the views of the participants.
  7. Written minutes of a meeting will be made available to the public within a reasonable time after the meeting.
  8. Minutes shall be reviewed and voted upon by the Committee at a regular meeting.
- G. **Repeal or Amendments.** The Committee may review these bylaws periodically and forward suggested revisions to the Council for approval. These bylaws may be repealed or amended, or new bylaws may be adopted by a majority vote of the Council on its own initiative, or upon a recommendation from the Committee.

- H. **Meeting Conduct.** The meeting conduct for this Committee is these bylaws except where superseded by or local, state, or federal law.

## ARTICLE VI DUTIES OF OFFICERS

- A. **Duties of the Chair.** The Chair or Vice Chair, in addition to the duties in Article IV, shall preserve the order and decorum of the meeting.
1. The Chair may assess the audience at the beginning of the meeting, and, with the consent of the Committee, announce reasonable time limits.
  2. The Chair will direct the planning staff to summarize the issues to be addressed and the criteria to be applied by the Committee during its deliberations, following the conclusion of public meeting testimony.
  3. The Chair will summarize the meeting results at the conclusion of the public meeting.
- B. **Requesting Response and Opinion.** The Chair will ask for response and opinion from the members of the Committee.
- C. **Appointments to Specific Projects on Committees.** The Chair may appoint Committee members to specific projects or committees, and may select a Committee member to be spokesperson for the Committee when the Chair or Vice Chair is unavailable.
- D. **Confer with Director.** The Chair or Vice Chair shall confer with the Director on a regular basis outside scheduled meetings concerning the direction each expects of the Committee.
- E. **Orientation of New Members.** The Chair, in conjunction with the Director, shall orient new members.

## ARTICLE VII DUTIES OF THE COMMITTEE

- A. **Duty of Committee Member.** Committee members shall address all those who come before the Committee in a formal and courteous manner.
- B. **Absence From a Meeting.** If a Committee member is unable to attend a meeting, it is that Committee member's responsibility to inform the Community Development staff and/or the Committee Chair of that fact prior to the meeting to be missed.
- C. **Site Visits.** Prior to Committee meetings, Committee members are encouraged to visit sites that are subjects for design review actions. If a Committee member visits a site, he or she shall report on the record any information gained from the site visit that is not consistent with the information included in the application or staff report.
- D. **Method of Handling Conflicts by Members.** In accordance with ORS 244.135: (1) A member of the Committee shall not participate in any Committee proceeding in which any of the following has a direct or substantial financial interest:

1. The Committee member or the spouse, brother, sister, child, parent, father-in-law, or mother-in-law of the Committee member;
2. Any business in which the Committee member is then serving or has served within the previous two years; or
3. Any business with which the Committee member is negotiating for or has an arrangement or understanding concerning prospective partnership or employment.
4. Any actual or potential interest shall be disclosed at the meeting of the Committee where the action is being taken.

**E. Meeting Preparation.** Committee members shall prepare for participation at a meeting by fully reviewing the staff report and materials provided by the planning staff. If a Committee member is unable to attend a public meeting on an application that is continued to another meeting, the Committee member shall not take part in the continuance meeting unless the Committee member:

1. Reviews the staff report and materials provided by the planning staff as well as:
  - a. All materials submitted at the public meeting, and
  - b. Any additional materials prepared by the Planning staff applicable to the application, and
  - c. Either the audio recording of the meeting or the draft minutes of the meeting.
2. Declares that they are prepared to participate.

**F. Duties Assigned by Council.** The Committee shall carry out the duties assigned to it by Council.

#### **ARTICLE VIII GOALS AND OBJECTIVES**

**A. Annual Goal Review.** The Committee shall review the Council goals annually for establishment of Committee goals which enhance and augment those of the Council.

**B. Establishment of Committee Goals.** The Committee shall establish goals, at a minimum, annually.



MILWAUKIE CITY COUNCIL  
**STAFF REPORT**

Agenda Item: **WS 1.**  
Meeting Date: **August 16, 2016**

To: Mayor and City Council  
Through: Bill Monahan, City Manager

Subject: **Building Department 2016 Fiscal Year Recap**

From: Samantha Vandagriff, Building Official

Date: 7/29/16 for the 8/16/16 Work Session

**ACTION REQUESTED**

To listen to a presentation on the activity of the building department over the 2016 fiscal year.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

June 2015 – Council approved by resolution a fee increase for the building department along with approving the fee schedule for the City.

July 2015 – Council approved an Intergovernmental Agreement with Happy Valley for backup coverage for plan review and inspection services.

Dec 2015 - Council approved an Intergovernmental Agreement with Clackamas County for backup coverage for plan review and inspection services.

**BACKGROUND**

The Milwaukie Building Department currently consists of two FTE's, the Building Official and a Permit technician position.

The Building Department now processes all of the permits for structural, mechanical, plumbing, and electrical and completes plan review for structural, mechanical, and fire and life safety. After the permits are issued, the Department performs inspections for commercial structural and mechanical, and residential structural, mechanical, and plumbing.

The Building Department has current Intergovernmental Agreements with Happy Valley and Clackamas County, these IGA's are for coverage when in house staff is out of the office.

**ATTACHMENTS**

1. Building Department update power point presentation

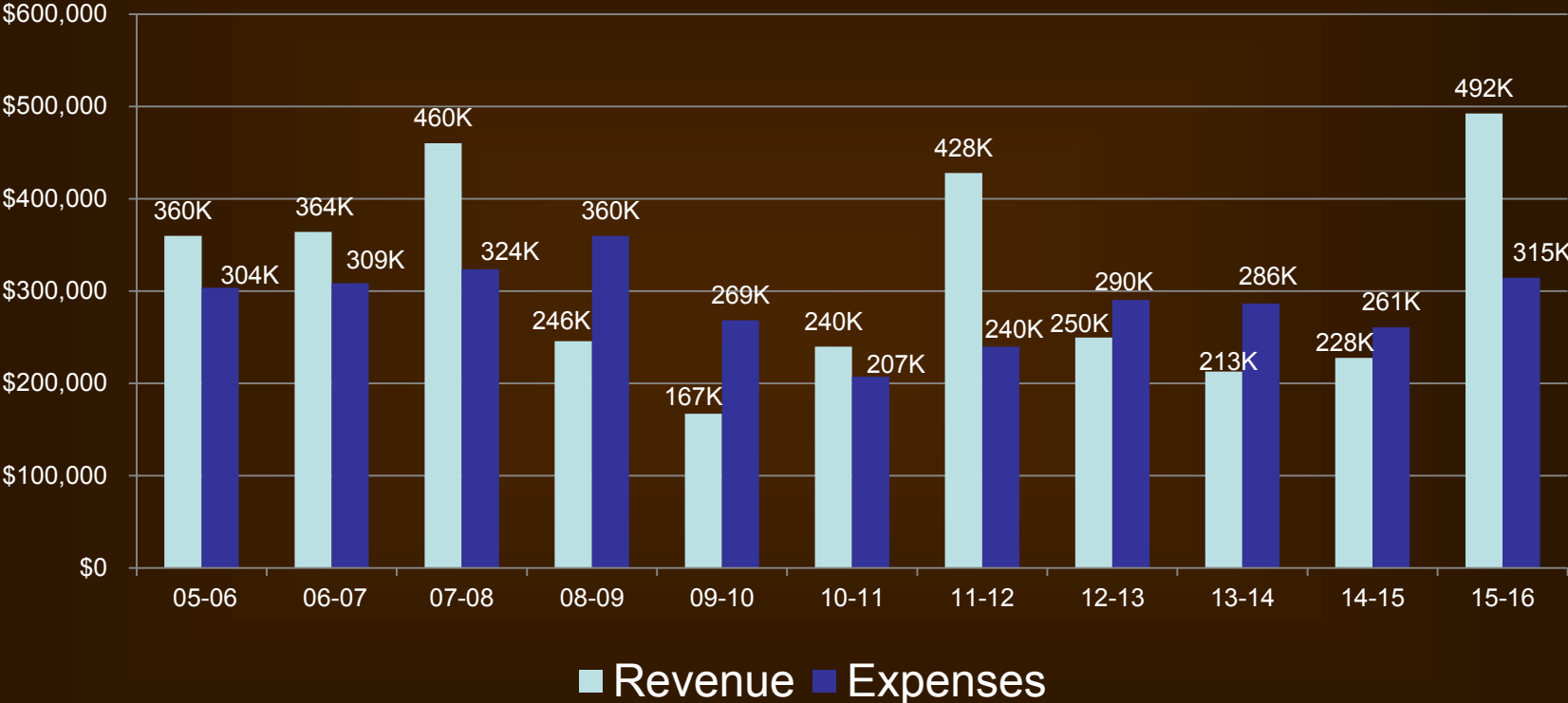


# Building Department Update

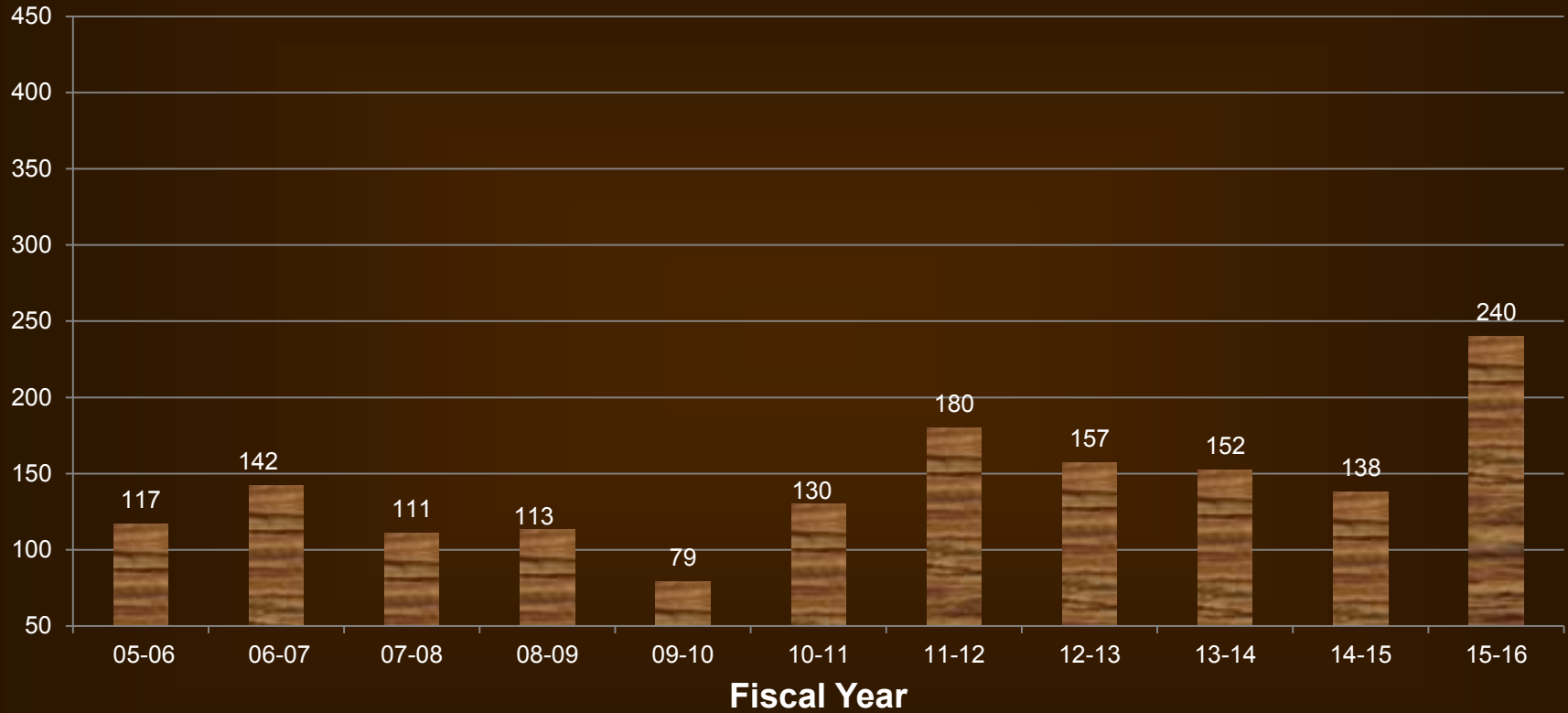


WS2

# City of Milwaukie Building Department Revenue vs. Expenses



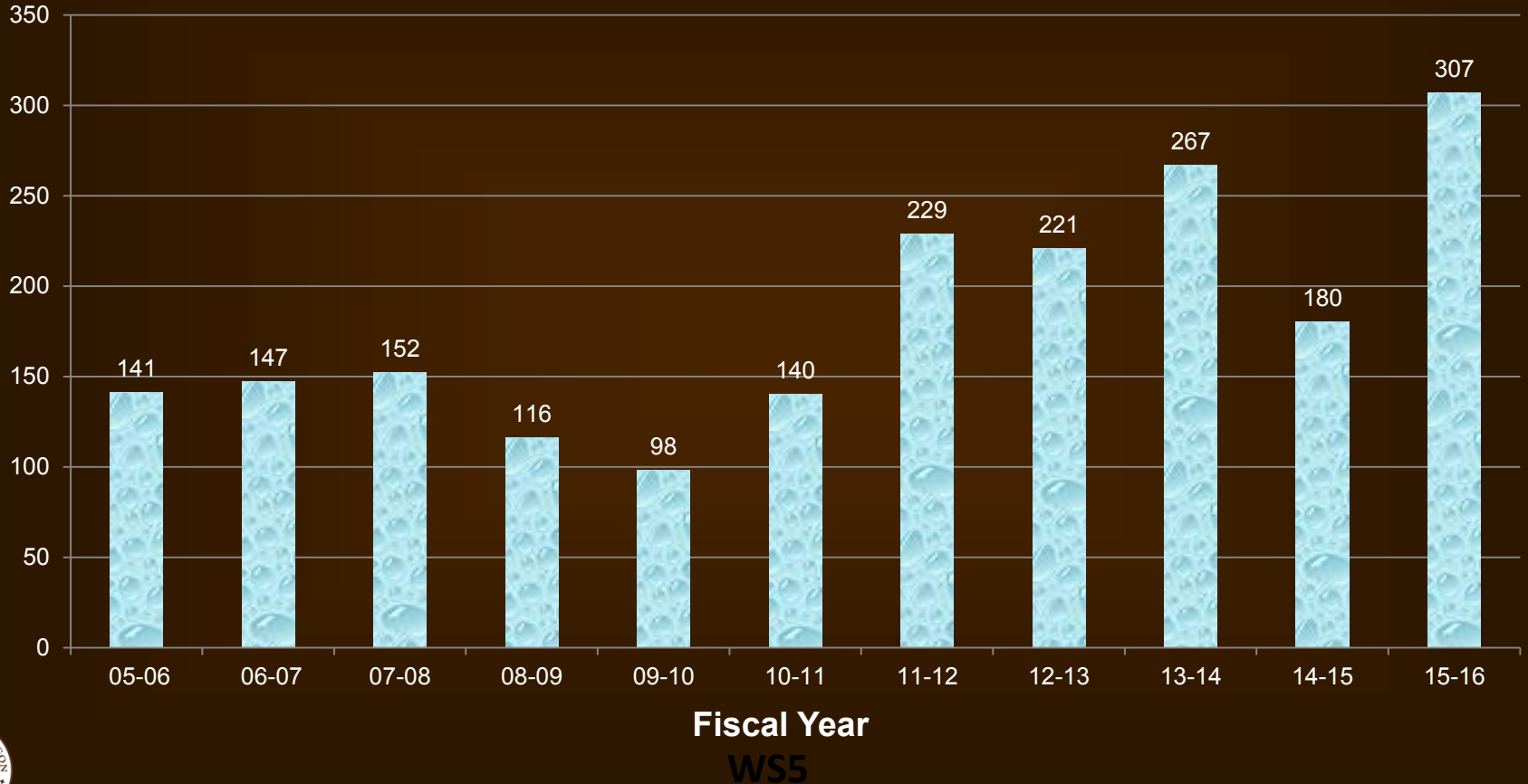
# City of Milwaukie Number of Structural Permits Issued



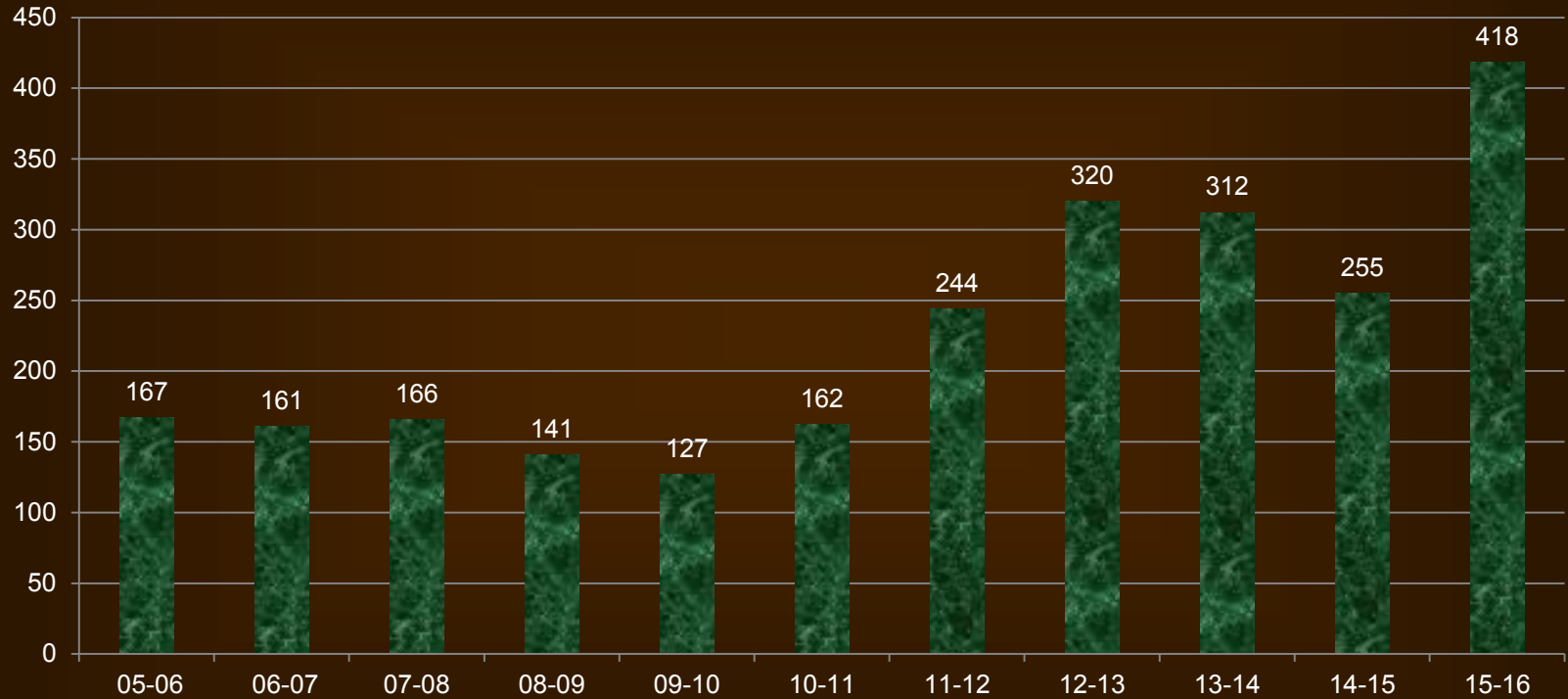
WS4



# City of Milwaukie Number of Plumbing Permits Issued



# City of Milwaukie Number of Mechanical Permits Issued

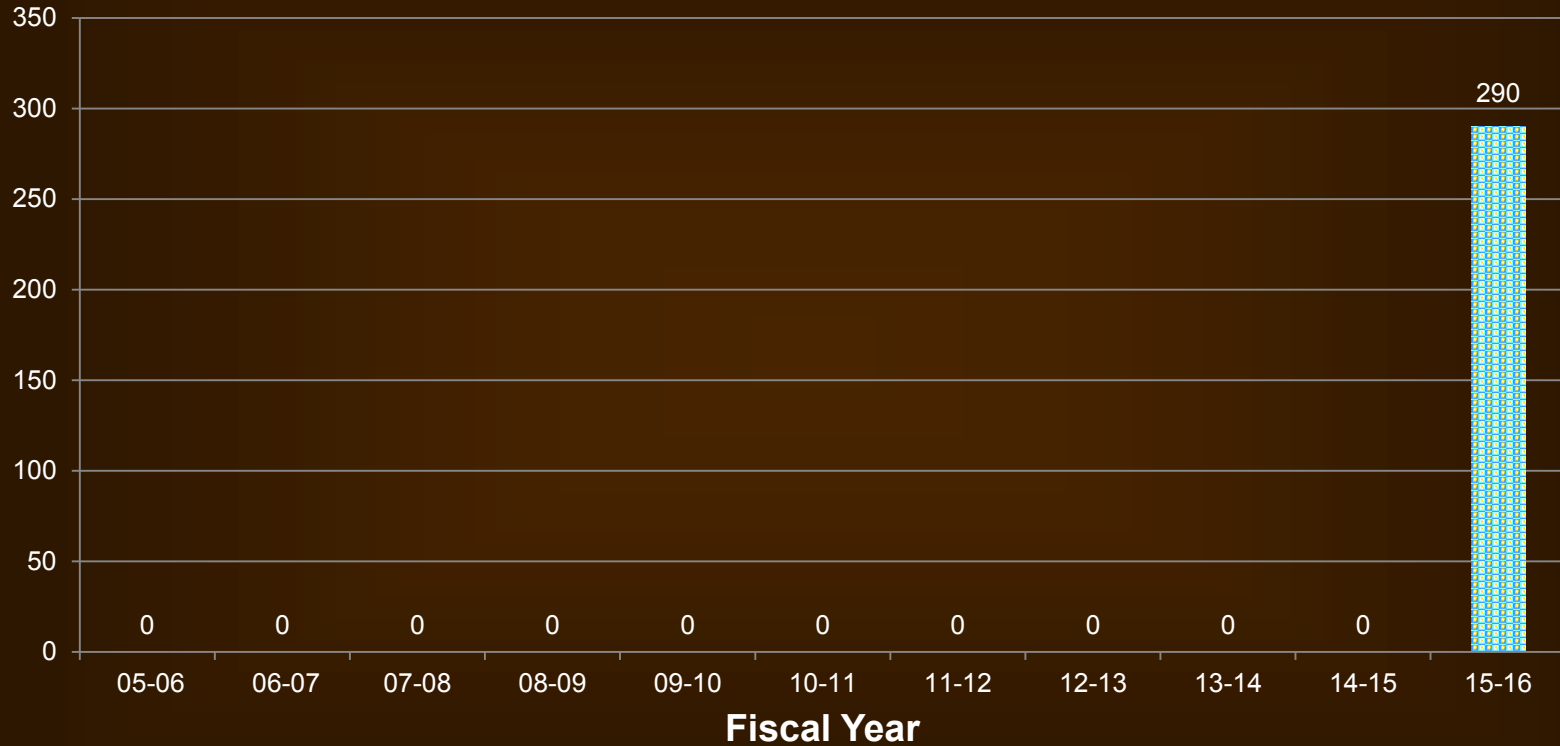


Fiscal Year

WS6



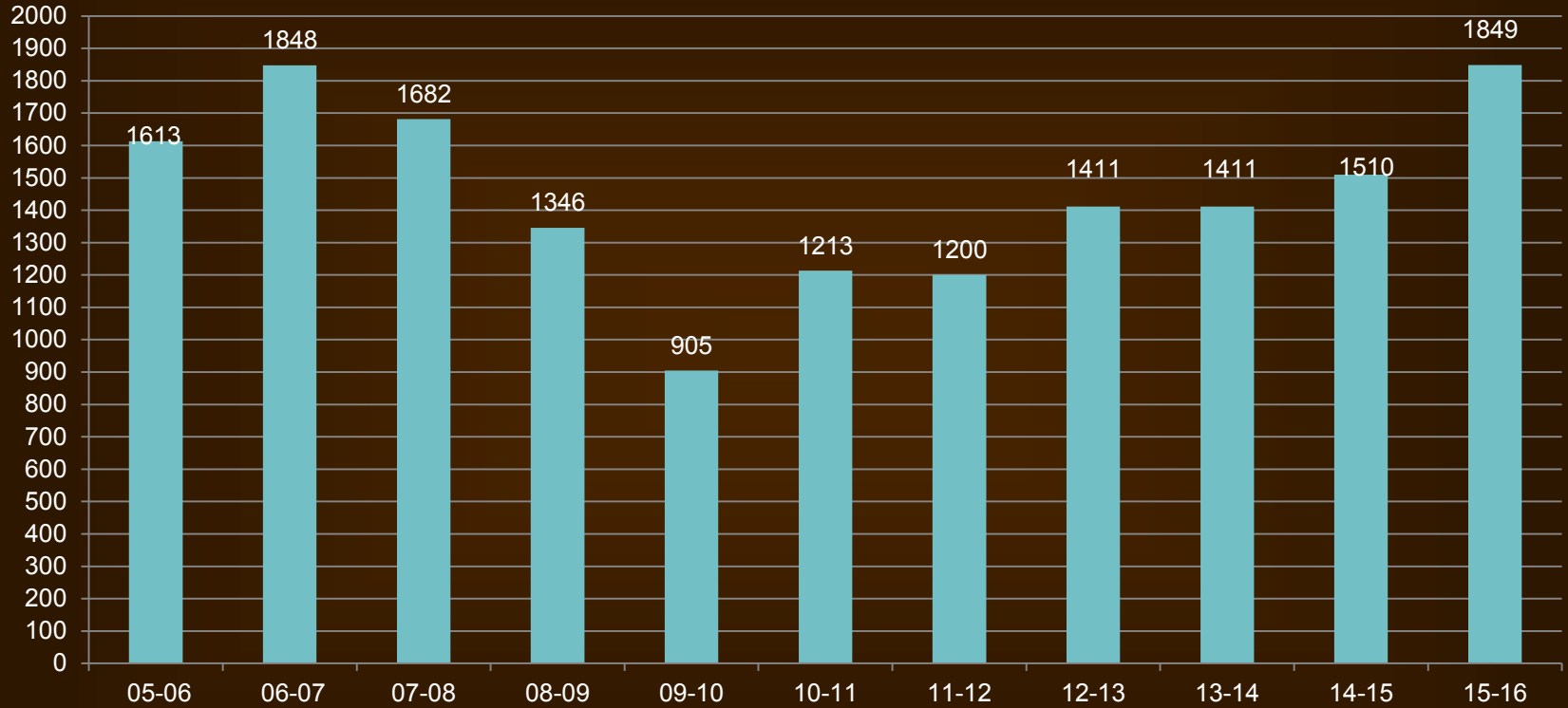
# City of Milwaukie Number of Electrical Permits Issued



Note: The Milwaukie Building Department began issuing electrical permits as of January 1<sup>st</sup>, 2016.



# City of Milwaukie Number of Inspections Performed



Fiscal Year

WS8



# Essential Tasks and Projects

- Research of Seismic requirements for Essential Facilities
- Research and implementation of Dangerous building enforcement
- Enforcement of code violation
- Records requests
- 30 to 50 phone calls a day
- Research and creating new addresses
- Refunds for all departments in Accela



# On the Horizon

- The following are possible projects:
  - Development of the Murphy site
  - Development of the opportunity sites for the City
  - Development off Rusk rd. by the Senior center, last proposal was for 70 to 85 units
  - 25 to 30 new houses in various land partitions
  - Library revamp
  - Demo and New Multifamily housing on Willard
  - Solar campaign





MILWAUKIE CITY COUNCIL  
**STAFF REPORT**

Agenda Item: **WS 4.**  
Meeting Date: **August 16, 2016**

To: Mayor and City Council

Through: Bill Monahan, City Manager  
Alma Flores, Community Development Director

Subject: **Regional Flexible Fund Allocation Program  
Monroe Street Neighborhood Greenway**

From: Denny Egner, Planning Director  
Charles Eaton, Engineering Director

Date: August 5, 2016

### **ACTION REQUESTED**

Discussion on 2019-2021 Regional Flexible Funds Allocation program. Provide directing to staff on project nomination and percent of funding match to contribute.

### **HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

December 1, 2015: City Council adopted Resolution 107-215 which included directing staff to take steps to implement the Concept Plan, including pursuing grants to fund further design and construction of the Monroe Street Neighborhood Greenway.

November 3, 2015: Public hearing opened to take public testimony on the draft Concept Plan and to allow for Council discussion.

August 18, 2015: Worksession update to begin preparing for the public hearing on the draft Concept Plan, proposed for November 3, 2015.

June 16, 2015: Worksession update to present the final draft of the Concept Plan and outline next steps in moving toward adoption of the plan.

August 2014 to May 2015: Three staff updates on project status (August 2014, February and May 2015). Formal adoption of new Council goals for 2015-16, including a focus on bicycle and pedestrian safety.

February 2013 to June 2014: Formal adoption of Council goals for 2013 and 2014, including goals related to making Monroe Street a neighborhood greenway. Two staff updates on project status (January and April 2014). Council adoption of Resolutions 47-2013 and 55-2014, endorsing the City's grant application for the project and authorizing an Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT) to do the project.

### **BACKGROUND**

Currently the project solicitation period is open for the 2019-2021 Regional Flexible Fund Allocation (RFFA) program. This program includes two areas: Active Transportation and Freight Investments. There is \$25.81 million available for Active Transportation projects and \$7.3 million available for Freight Investments.

City staff evaluated the projects included in the current Capital Improvement Program (CIP) to determine which projects best met the guidelines of the RFFA program. Three projects appeared to be the best fit for Active Transportation funding:

1. Monroe Street Neighborhood Greenway
2. Lake Road Improvements
3. Railroad Ave. Multi-use path

All of the projects were reviewed in relation to the following factors:

1. Project readiness
2. Availability of matching funds
3. County-wide impact

The Monroe Street Neighborhood Greenway was selected for the following reasons:

1. Continues the implementation of the Greenway Plan in accordance with City Council direction
2. Plan is a High City priority within the City of Milwaukie Transportation System Plan.
3. The project ranked the highest of the Milwaukie Projects by Clackamas County Coordinating Committee (C4)
4. Complements the adjacent County Greenway project being submitted by Clackamas County for the RFFA program..

Given the limited availability of funding, staff is proposing to request funds for preliminary engineering and right-of-way acquisition only at this time. This corresponds with the recommendation of County staff for the portion of the greenway outside the City of Milwaukie and would create a complete shovel ready project. The estimated cost for preliminary engineering and ROW acquisition is \$2.45 million with a minimum match requirement of \$252,000.

#### **CONCURRENCE**

NA

#### **FISCAL IMPACTS**

If the project is funded the City would be obligated for the agreed to match requirement. The Bike and Pedestrian Accessibility program could provide the matching funds for the project. The program identified would provide funds by FY 2019-21 for a match at the recommended funding level. The City would need to allocate a minimum of 10.27% and could potentially allocate up to 28% utilizing the proposed matching fund source.

#### **WORK LOAD IMPACTS**

This project would be administered through ODOT with City administrative oversight.

#### **ALTERNATIVES**

1. Approve an application for an alternative project other than the Monroe Street Greenway.
2. Do not move forward with any application for the RFFA funding at this time.

#### **ATTACHMENTS**

N/A



MILWAUKIE CITY COUNCIL  
**STAFF REPORT**

Agenda Item: **WS 5.**  
Meeting Date: **August 16, 2016**

To: Mayor and City Council

Through: Bill Monahan, City Manager  
Alma Flores, Community Development Director  
Dennis Egner, Planning Director

Subject: **Design and Landmarks Committee Update**

From: Brett Kelter, Associate Planner

Date: August 9, 2016

**ACTION REQUESTED**

Council review and comment on the draft Design and Landmarks Committee work program for 2016-17.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

**2007-2015:** DLC has met with Council 7 times to review annual work programs.

**BACKGROUND**

The City Council and Design and Landmarks Committee (DLC) meet annually to discuss the DLC's work program and seek concurrence from the Council.

The DLC serves the City by reviewing and advising on matters of urban design, architecture, historic preservation, and compliance of projects in the downtown zones with the Downtown Design Guidelines, according to the provisions of the Comprehensive Plan and Zoning and Sign Ordinances. It does this by making recommendations to the Planning Commission regarding development in downtown Milwaukie, and reviewing and recommending appropriate design guidelines and design review processes and procedures to the City Council. Planning staff works closely with the Committee to make progress in all of these areas.

**CONCURRENCE**

The DLC has reviewed and concurs with the proposed work program.

**FISCAL IMPACTS**

None.

**WORK LOAD IMPACTS**

None. The City's adopted budget includes limited staff time for support of the DLC. Staff support of the Committee includes scheduling and staffing monthly meetings, providing information about projects before the DLC, preparing materials for DLC meetings, providing public notice about those meetings, and drafting meeting minutes for DLC review and approval.

**ALTERNATIVES**

N/A

**ATTACHMENTS**

1. 2016-17 Proposed DLC work program

***Milwaukie Design and Landmarks Committee***

***2016-17 WORK PROGRAM***

***To be Confirmed by City Council on August 16, 2016***

**Accomplishments of 2015-16**

Between August 2015 and July 2016, the DLC met 7 times. The committee saw a fleeting return to full membership, with all 5 seats being filled in April 2016. Between April and July 2016, the members included Sherry Grau (Chair), James Fossen (Vice Chair), Scott Jones, Chip Addabbo, and Lauren Loosveldt. In July 2016, time constraints led Member Chip Addabbo to step down from the Committee, so there is currently one opening to be filled.

During the past year, there were no development projects that triggered a need for design review by the Committee. Over the past five months, the Committee has focused on an update to the Downtown Design Guidelines.

**Work Program for 2016-17**

The following is a summary of the projected DLC activities for 2016-17:

*Review as Needed*

1. Downtown Design Review. For development proposals in Downtown zones, conduct public design review meetings to advise the Planning Commission on implementation of the Downtown Design Guidelines.
2. Post-Decision Limited Design Review. Conduct design review meetings on development proposals when the Planning Commission has made design review a condition of approval or to assist with other City projects.
3. Historic Resources Review. Review Historic Landmark alteration or demolition requests and advise the Planning Commission on applications when City approval is required by the Milwaukie Municipal Code (MMC).

*Provide Design-related Guidance*

1. Update Downtown Design Guidelines. Work with Planning Department staff to update the Downtown Design Guidelines document, with the aim of making it more user-friendly. Incorporate photos and images that more clearly illustrate the recommended approach to downtown building design, and consider revisions to the existing text that more clearly communicate the vision established in the guidelines themselves.
2. General Design Guidance. As requested and appropriate, provide guidance to staff in all areas of design in downtown, including proposals for the public right-of-way.

*Participate in Long-Range Planning Projects*

- Comprehensive Plan and Code Revision Projects. Participate in and advise Planning staff and Planning Commission on proposals relating to community design. Anticipated projects in the Planning Department work program for the coming year include:
  - Comprehensive Plan Update – The Planning Department has begun the first significant update since the Comp Plan was adopted in 1989. A community visioning process is among the first components, and the DLC is being encouraged to participate. As work progresses with the Comp Plan update, it may include a re-evaluation of the Historic Resources Inventory.
  - Code Housekeeping Project – Planning staff is proposing minor adjustments to the Historic Preservation Overlay Zone (MMC Section 19.403). This is part of a set of housekeeping amendments.
- Development of Opportunity Sites. The City is moving forward in 2016-17 to actualize development on its various “opportunity sites,” including Block 14 on Main Street between Harrison Street and Jackson Street, as well as the Cash Spot site at Washington Street and McLoughlin Boulevard. There may be opportunities for the Committee to participate in some aspect of these efforts, where the members’ expertise and experience with architecture and design could benefit the process.

*Receive Ongoing Training*

- Continue to develop the group’s understanding of the particular design elements that make Milwaukie unique.
- Deepen the group’s knowledge of the land use review process.
- Stay up to date on State statutes regarding land use law and ethics for public officials.
- Take advantage of other relevant training opportunities.