



City of Oregon City

625 Center Street
Oregon City, OR 97045
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Meeting Minutes Planning Commission

Monday, January 25, 2021

7:00 PM

Commission Chambers

1. Convene Regular Meeting and Roll Call

Chair Schlagenhauser called the meeting to order at 7:00 PM.

Present: 6 - Chair Dirk Schlagenhauser, Commissioner Christopher Staggs, Commissioner Mike Mitchell, Commissioner Patti Gage, Commissioner Daphne Wuest, and Commissioner Lisa Novak

Absent: 1 - Commissioner Gregory Stoll

Staffers: 1 - Community Development Director Laura Terway

2. Public Comment — None

3. General Business

Draft Letter for Planning Commission Input on the City Commission Goals and/or Budget (7/1/2021-6/30/2023)

Laura Terway, Community Development Director, presented the draft letter of suggested items to go to the City Commission.

There was discussion regarding the ranking of the items, whether or not to include a Climate Action Plan or put it in the Comprehensive Plan update, Willamette Falls Legacy Project should be moved to the bottom of the list, how the list was created, and how the Comprehensive Plan update might change the priorities.

A motion was made by Commissioner Mitchell, seconded by Commissioner Gage, to approve the revised letter and forward it to the City Commission. The motion passed by the following vote:

Aye: 6 - Chair Dirk Schlagenhauser, Commissioner Mike Mitchell, Commissioner Patti Gage, Commissioner Christopher Staggs, Commissioner Lisa Novak, and Commissioner Daphne Wuest

Legal Training: Planning Development Review Process

Ms. Terway presented the training. She discussed the Code which set the minimum criteria for all uses, who created and adopted the Code, example Code criteria and

findings, levels of land use review and examples, and public notification.

There was discussion regarding the appeals process and how to establish standing, discretion in the decisions, email notifications, putting a QR code on the site notice signs, and removal of signs.

4. Communications

Ms. Terway presented the 2020 Community Development statistics and initiatives. This included responding to Covid-19, Building Department inspections and permits submitted, large completed commercial projects, excerpt of permits submitted to the Building Department, valuation of Building Department applications, new dwelling units, residential remodels, total new commercial square footage, pre-development meetings, planning applications submitted, lots submitted in land division applications, Accessory Dwelling Units submitted, Missing Middle housing applications submitted, commercial applications submitted to the Planning Division, annexation applications submitted, Conditional Use applications submitted, historic review applications submitted, appeals, supporting boards and committees, other substantial initiatives, 2020 grants received, and Oregon City population.

There was discussion regarding review of uses, parking requirements for ADUs and internal conversions, and if the City's restrictions could be tighter than the state's.

Ms. Terway said the February 8 Planning Commission meeting was canceled. On February 3, Commissioners Wuest and Novak would be sworn in.

5. Adjournment

Chair Schlagenhauer adjourned the meeting at 8:53 PM.