



City of Oregon City

625 Center Street
Oregon City, OR 97045
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Meeting Minutes

Planning Commission

Monday, March 28, 2016

7:00 PM

Commission Chambers

1. Call to Order

Chair Kidwell called the meeting to order at 7 PM.

Present: 6 - Charles Kidwell, Tom Geil, Robert Mahoney, Paul Espe, Denyse McGriff and Damon Mabee

Absent: 1 - Zachary Henkin

Staffers: 2 - Kelly Reid and Laura Terway

2. Work Session

2a. [16-190](#)

Type I Site Plan and Design Review

Kelly Reid, Planner, said there was an IGA with Metro that sent her three days a week to work on the Willamette Falls Legacy Project and she was no longer doing any land use applications. The Planning Division had been working on a streamlining effort and had drafted some code amendments to modify processes for some types of applications. She explained the four levels of land use review. The Type 1 review process was a staff level approval and usually took 1 day to 2 weeks and she explained the review process. The Type 2 review process has a pre-application conference and completeness review could take up to 30 days. These were staff decisions, but could be appealed to the City Commission. The minor site plan review process could also take up to 30 days and was also a staff decision with appeal to the City Commission. For small projects such as facade improvements and small building additions, the community did not gain anything using the Type 2 process. Public comment did not make a difference for whether or not these applications met the criteria and sending out notices for public comment gave people a false sense that they would have an impact on the outcome when the standards were clear and objective. It was also a more expensive process, and staff was recommending making it a shorter and simpler process. She gave examples of projects from over the past three years that went through the Type 2 process that would qualify for Type 1 review if the amendments were to take place. She then reviewed the application form for Type 1 and discussed the types of applications that could fall into this category, such as facade improvements and small additions.

There was discussion regarding buildings in the historic district and the criteria for Type 1 approvals.

Ms. Reid said they had the ability to raise any application to a Type 2 level at the discretion of the Community Development Director.

Commissioner Espe would like to see design standards for certain areas in the City. Commissioner Mabee said there were historic buildings, not only in downtown or in the historic overlay, and those needed to be identified. Ms. Reid clarified if the

building was in a historic overlay zone, it would disqualify it from Type 1. Commissioner Mahoney said the process needed to be simple, reliable, and have certainty.

Ms. Reid listed the applications that would not be applicable to a Type 1 process. They could clarify on the applicability section those applications that required Type 2 review included historical districts, conditional uses, etc. There was a property zoning report that showed a summary of properties and staff could see if they could add potential historic significance on the form.

Ms. Reid would be taking these changes to other groups for feedback and would come back to the Planning Commission for a legislative approval.

Steven Foster, architect in West Linn, was there that night to listen and learn.

2b. [16-191](#)

Explanation of Mobile Vending, Food Carts and Food Trucks

Laura Terway, Planner, reviewed the current standards for mobile vending, food carts, and food trucks. These types of uses were allowed in an outdoor market, Willamette Falls/Downtown District, or special event. She explained in the code, the building orientation needed to have the entrance face the street, and a lot of times food carts wanted to face the parking lot. This was for information only, no code changes were proposed at this time.

There was discussion regarding scenarios where food carts would and would not be allowed and the application process.

Commissioner Geil thought the current code seemed too restrictive and discouraged food carts.

Commissioner McGriff thought when the time was right they should look at allowing food carts in certain zones, creating siting standards, and finding out what did other jurisdictions did.

Ms. Reid said there was a Willamette Falls Legacy Project Open House on March 30 to begin the community engagement for the Riverwalk.

Ms. Terway said the next Planning Commission Work Session would be with the Transportation Advisory Committee on April 11. She explained what would be discussed at the Work Session.

Ms. Terway said the City was looking into marijuana regulations if marijuana was allowed in Oregon City, where it could be sold, manufactured, and grown. There were OLCC requirements and legal requirements, but did they want additional requirements in the City. A web site had been created to get public input on this issue. There would be three polls on the website as well as two open houses. There would be a Planning Commission hearing in June/July and City Commission hearing in August. She explained what questions would be asked on the polls and the responses that had been received so far.

3. Approval of January 11, 2016 Minutes

[16-192](#)

Commissioner McGriff wanted an amendment to the minutes on page 8, after Chair

Kidwell closed the public hearing. Her comment was that someone from the public raised the issue that Goal 1 had not been met by the application. However, Commissioner McGriff thought the applicant had more than adequately met Statewide Planning Goal 1 and Renee King went out of her way to schedule meetings with the McLoughlin Neighborhood Association. The allegation that was made was not correct.

A motion was made by Commissioner McGriff, seconded by Commissioner Espe, to approve the January 11, 2016 minutes as amended. The motion carried by the following vote:

Aye: 5 - Charles Kidwell, Tom Geil, Robert Mahoney, Paul Espe and Denyse McGriff

Abstain: 1 - Damon Mabee

4. Communications

5. Adjournment

Chair Kidwell adjourned the meeting at 8:56 PM.