



Planning & Community Dev.

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AGENDA

Molalla Planning Commission

6:30 PM, November 7, 2018

Meeting Location: Molalla Adult Center

315 Kennel Avenue.

Molalla, OR 97038

The Planning Commission Meeting will begin at 6:30pm. The Planning Commission has adopted Public Participation Rules. Copies of these rules and public comment cards are available at the entry desk. Public comment cards must be turned in prior to the start of the Commission meeting. The City will endeavor to provide a qualified bilingual interpreter, at no cost, if requested at least 48 hours prior to the meeting. To obtain services call the City Recorder at (503) 829-6855.

- I. CALL TO ORDER
- II. Flag salute and Roll Call
- III. Public Comment – Limited to 3 minutes per person
- IV. MINUTES:
 - October 3, 2018 Minutes
- V. Public Hearings:
 - None
- VI. DISCUSSION ITEM:
 - None
- VII. REPORTS AND ANNOUNCEMENTS
 - Gordon Howard from DLCD - Planning Commission Training Session
- VIII. ADJOURNMENT

Minutes of the Molalla Planning Commission Regular Meeting
Molalla Adult Center
315 Kennel Ave, Molalla, OR 97038
October 3, 2018

- 1) **CALL TO ORDER OF THE MOLALLA PLANNING COMMISSION MEETING;** the regular meeting of October 3, 2018 was called to order by Chair Rae Lynn Botsford.

ATTENDANCE:

Chair Rae Lynn Botsford - Present
Co-Chair Omar Reynaga - Absent
Commissioner Debbie Lumb – Present
Commissioner Jennifer Satter – Present
Commissioner Doug Eaglebear – Present
Commissioner Hardeep Singh Brar- Absent
Commissioner Steve Deller - Present

STAFF IN ATTENDANCE:

Dan Huff, City Manager - Absent
Gerald Fisher, Public Works Director – Present
Aldo Rodriguez, Community Planner – Present
Spencer Parsons, City Attorney – Absent

2) **MINUTES:**

- Chair Botsford confirms with PC if they have received and review the minutes. PC confirms. Chair Botsford calls for a motion to confirm the 9.5.18 minutes. PC Eaglebear motions to approve 9.5.18 minutes. PC Satter seconds. Motion approved. All ayes.

3) **COMMUNICATIONS, PRESENTATIONS, and PUBLIC COMMENT**

- No public comment

4) **PUBLIC HEARING FOR PROPOSED THREE PARCEL PARTITION, P156-2018**

- Chair Botsford asks the standard screening questions, all no.
- Chair Botsford reviews the public comment criteria and opens the public hearing for P156-2018.
 - Chair Botsford asks if any staff has received a request for party status, all no.
 - Chair Botsford asks if any community members want to request party status. None.
 - Chair Botsford asks for the staff report.
 - CP Rodriguez Gives overview:
 - General Criteria:
 - A: Subdivision and partition approval through two step process. Preliminary plat evaluation before a final plat can be submitted and approved.
 - B: Compliance with Oregon revised statute ORS Chapter 92.
 - C: Future Redivision Plan.
 - D: Adequate utilities for all lots created through land division.
 - E: Adequate vehicle parking and access.

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- CP Rodriguez mentions the parcel does meet the lot size standards. CP Rodriguez continues that the parcel is located on a wetland. CP Rodriguez adds that a delineation report was done, and concurrence letter was received by Department of State Lands. CP Rodriguez continues to mention that if a development were to occur; the applicant would be required to get a remove/fill permit if the wetlands were to be disturbed.
- Chair Botsford asks if the applicant would like to add any further comment or information.
 - None
- Chair Botsford opens the floor for public comment.
 - Rick Arnold - Address: 31827 S. Ona Way.
Mr. Arnold mentions that 15 years ago Bently owned the subject property and it was supposed to be a feed store. But what stopped him was the wetlands. Mr. Arnold asks what happened with that?
 - Chair Botsford responds that there are partial wetlands. Mainly in the northern section of the property. Chair Botsford mentions that tonight is only a hearing to partition the parcel. The most likely parcel to be developed would be the middle parcel, out of the wetland boundary. Once a proposal comes to a hearing Mr. Arnold would be informed.
 - PC Statter request staff to address the Oregon Department of Transportation Recommendations (ODOT).
 - CP Rodriguez responds by stating that the recommendation is a typical ODOT ROW dedication. Also, that staff concurs with ODOT recommendation.
 - PWD Fisher mentions that recommendation is already in condition 1. A.7.
 - Chair Botsford had a question about the southern “wetland” and its identification.
 - CP Rodriguez replies that based on the concurrence letter from Department of State Lands (DSL) the southern “wetland” is non-jurisdictional.
 - PC Deller asks if the parcel is broken up into three pieces and development was only done on one; then the rest would not have road improvements?
 - PWD Fisher answers yes, we cannot require the other parcels to do improvements.
 - PC Deller asked about curb detail in the site plan.
 - PWD Fisher responds that the applicant created a future detail of the road improvements, but those requirements will be reviewed at the time of development.
- Chair Botsford closes the public hearing of P156-2018.
- Deliberation: None
- PC Statter motions to approve P156-2018 with conditions recommended by staff. In addition, change item #10 from “one year approval to two-year approval”. Motion approved, all ayes.

5) DISCUSSION ITEM

- None

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6) REPORTS AND ANNOUNCEMENTS:

- PC Satter reviews the City Council meeting regarding Re-Zone/Comprehensive Plan Amendment.
- CP Rodriguez mentions the training opportunities from DLCD.
- PWD Fisher states the Recycle Water Use Plan was approved. In addition, the City needs to revise the Waste Water Master Plan.

7) ADJOURN

Motion to adjourn made by PC Satter. PC Eaglebear seconded. Motion carried, all ayes.

Chair, Rae Lynn Botsford

Date

ATTEST:

Aldo Rodriguez
Community Planner

PLANNING COMMISSIONS

City of Molalla
7 November, 2018



A little Oregon background

- **Planning Commissions came first! (1919)**
- **Oregon Land Use Act of 1973 (SB 100)**
 - Concerns about farmland lost to urban sprawl (including East Multnomah County)
 - Other concerns, “coastal condomania,” “sagebrush subdivisions,” etc.



Structure

- **Statewide Planning Goals – adopted by LCDC**
- **Administrative Rules – adopted by LCDC (refine goals)**
- **State Statutes – adopted by state legislature**
- **Gresham Comprehensive Plan (adopted in compliance with statewide planning goals, rules, statutes)**
- **Gresham Community Development Code (implements Gresham Comprehensive Plan)**

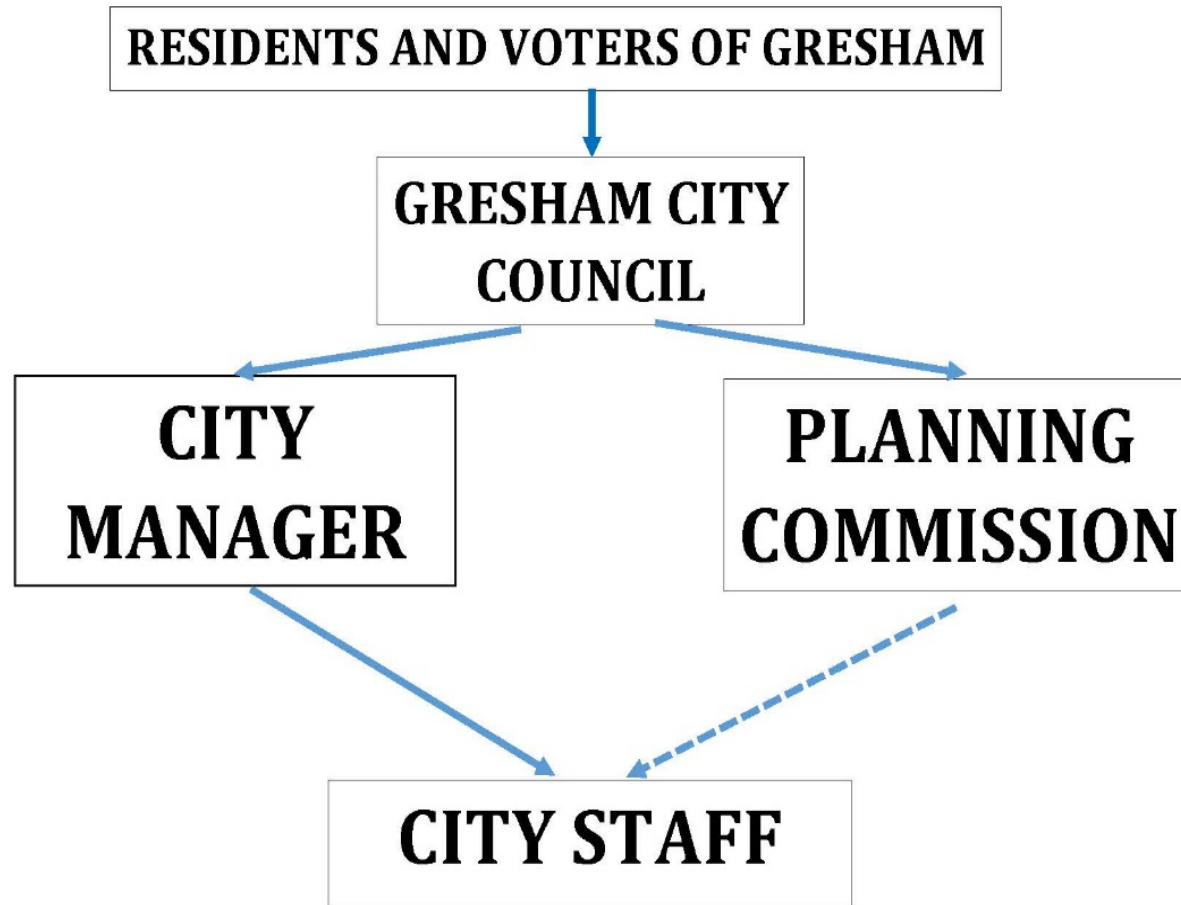


Oregon Statewide Planning Goals

- GOALS 1 AND 2 – “Process Goals”
- GOALS 3-8 AND 15-19 – “Conservation Goals
- GOALS 9-14 – “Urban Goals”



Planning Commission - Structurally



PLANNING COMMISSION RESPONSIBILITIES

- **Reflect Community Values**
- **Recommend Policies to City Council**
- **Visioning and Long-Range Planning for the City**
- **Educate the public and provide a public forum**
- **Make Land Use Decisions**



RELATIONSHIP WITH CITY COUNCIL

- **Clearly understand your responsibilities and authority, vs. responsibilities and authority of the City Council**
- **Make sound recommendations with adequate findings to insure your reasoning is clear to the City Council**
- **Communicate regularly with the City Council**
- **Do not be afraid to give City Council advice on planning matters – that is your role**



DECISION-MAKING PROCESS

➤ LEGISLATIVE

➤ QUASI-JUDICIAL

- Note: Communication with planning staff is NOT an ex-parte contact!
- Note: Don't just vote – discuss and explain your reasoning



RELATIONSHIP TO STAFF

- Not Supervisory
- Staff is a resource – communication – trust – respect – “work as a team”
- Respect staff’s competing priorities (applications, public, other city staff)
- Planning Commission is a “conduit” for the public to the staff



RELATIONSHIP WITH PUBLIC

- GOLDEN RULE FOR PUBLIC DECISION-MAKING BE FAIR
- FOLLOW OPEN MEETING LAW
- DO YOUR HOMEWORK
- CONDUCT QUASI-JUDICIAL HEARINGS ACCORDING TO THE REQUIRED RULES
- BE RESPECTFUL TO EVERYONE, **ESPECIALLY** EACH OTHER
- KEEP TO THE TOPIC –DON'T DIGRESS, AND DON'T LET THE PARTICIPANTS DIGRESS EITHER
- A "DELICATE BALANCE" BETWEEN THOROUGHNESS AND EFFICIENCY!



QUESTIONS?

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