



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Meeting Minutes - Draft

### Planning Commission

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Monday, June 13, 2016

7:00 PM

Commission Chambers

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#### 1. Call to Order

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

**Present:** 7 - Charles Kidwell, Tom Geil, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

**Staffers:** 1 - Laura Terway

#### 2. Public Comments

*There were no public comments on non-agenda items.*

#### 3. Public Hearing

##### 3a. [PC 16-067](#)

The Planning Division is seeking approval of a Code Interpretation to confirm the standards related to mobile vending, food carts, and food trucks (Planning file CD 16-01). No changes to the code are proposed.

*Chair Kidwell opened the public hearing and read the hearing statement. He asked if any Commissioner had a conflict of interest, ex parte contact, or bias to declare. There was none.*

*Laura Terway, Interim Planning Manager, presented the staff report. The purpose of this hearing was to confirm when mobile vending, food carts, and food trucks were allowed in the City. There were three ways food carts were allowed: within an outdoor market, within an approved festival or special event, or within the Willamette Falls Downtown District zone. There was no plan to change the code at this time.*

*There was discussion regarding regulations for special events and how often these events occurred, whether the code should be changed to allow food trucks, creating development standards for food carts, how permanent or mobile they wanted food carts to be, the image the City wanted to project, competition with restaurants, traffic impacts of food carts, location and access, delineating between mobile food service trucks and food carts, and creating a mobility standard proving the cart could move on its own at regular intervals.*

**A motion was made by Commissioner Mabee, seconded by Commissioner Espe, to approve the Planning Division's interpretation of the standards related to mobile vending, food carts, and food trucks (Planning file CD 16-01). The motion carried by the following vote:**

**Aye:** 7 - Charles Kidwell, Tom Geil, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

**3b.** [PC 16-066](#)

Request to Continue Annexation file AN-16-0001 for the property located at 19358 S. Columbine Court to July 11, 2016.

*Chair Kidwell opened the public hearing. There were no ex parte contacts, conflicts of interest, or bias to declare.*

*Ms. Terway said during the notification process, staff failed to send an email notification to various agencies which were required to be noticed. Staff proposed to continue the hearing to July 11, 2016.*

**A motion was made by Commissioner Espe, seconded by Commissioner Mabee, to continue annexation file AN-16-0001 for the property located at 19358 S. Columbine Court to July 11, 2016. The motion carried by the following vote:**

**Aye:** 7 - Charles Kidwell, Tom Geil, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

**4. Presentations****4a.** [16-343](#)

Equitable Housing Grant Update

*Ms. Terway gave an update on the Equitable Housing Grant. She explained what equitable housing was and how the City had submitted a pre-application for the grant with Metro. The request was for \$80,000 and \$8,000 worth of in-kind services from the staff. The City was teaming with other organizations and businesses to apply for the grant. The grant would pay for an advisory team to look through the City's processes and standards and identify opportunities to remove barriers and add incentives for equitable housing. A large part of the project would be adoption of amended standards to the code. There would also be guiding documents and educational outreach to bridge the gap between the government and the public, such as information on Accessory Dwelling Units.*

*There was discussion regarding how ADUs would work on some properties, but not all, especially in the historic districts. There was further discussion regarding discouraging inclusionary housing, which required a developer to include a certain percentage of affordable housing within any development.*

*Ms. Terway said the City would know on July 1 if they received an invitation to apply for the grant. The pre-application was a letter of interest and if Metro thought it was in line enough with the grant, they would ask the City to apply. The application would be due in August and if the City received the grant, the work would be done in 2017.*

*Commissioner McGriff thought they needed to craft something that worked for the City, not what worked for the Metro area. Ms. Terway said the City was not obligated to make any changes if they got the grant. The models created through the grant process would be shared with other jurisdictions and the City could create a template that other places could use.*

**4b.** [16-344](#)

Overview of the New City Website [www.orcity.org](http://www.orcity.org)

*Ms. Terway gave an overview of the new City website.*

*The Commission made comments and gave suggestions on the website.*

## 5. Communications

*Ms. Terway made the Commission aware of some meetings they might want to watch on the City's website regarding the Willamette Falls project and marijuana regulations. Interviews for the Community Development Director position were coming up and she asked for one Planning Commissioner to sit on the interview panel. Commissioner Mahoney volunteered with Commissioner McGriff as a back-up. She then listed items that would be coming before the Commission in the next few months.*

*Commissioner McGriff passed out information on the Memorial Coliseum which had been designated as a national treasure and funding was being collected to save the building.*

## 6. Adjournment

*Chair Kidwell adjourned the meeting at 8:58 PM.*