



**November 26, 2018**

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**To:** City Commission of Oregon City  
**From:** Planning Commission of Oregon City  
**Re:** Policy Advisement

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During the past year, we identified a variety of topics which we believe the City Commission should further consider.

### **Updating the Oregon City Comprehensive Plan**

The existing Comprehensive Plan for Oregon City was adopted in 2004. In the past fourteen years the City has seen significant growth, a changing population, increased housing costs, adoption of multiple concept plans, economic growth, increased traffic, and new City facilities. The update of the Comprehensive Plan should include an analysis of the location of and uses within each zoning designation throughout the City, and should incorporate the findings of the Housing Needs Analysis being currently conducted. We encourage the City Commission to ensure that adequate funding for an updated Comprehensive Plan is allocated within the next budget biennium.

### **Update the Urban Growth Management Agreement with Clackamas County**

The Urban Growth Management Agreement (UGMA) with Clackamas County lays out the governance of property which is anticipated to be transferred from Clackamas County to Oregon City jurisdiction. As the UGMA was last updated in 1990, and we encourage the City to work with Clackamas County to update the agreement. The UGMA update should include mutual City / County consideration of annexation policies regarding tree removal as discussed below.

### **Trees: Draft Regulations to Prohibit Significant Tree Removal Prior to Annexation**

The proposed amended code includes standards regarding tree removal during the local annexation review process. However, property owners are still able to remove significant tree canopy while the property is within Clackamas County jurisdiction, prior to submittal of an annexation application. This is a significant concern, because the properties in the County are

not subject to the generally stricter standards for tree removal and plantings of mitigation trees in the City. We encourage the City Commission to review policies adopted by neighboring jurisdictions to address this concern through discouragement of annexation for properties where significant tree removal has occurred soon before the submittal of an annexation application.

### **Trees: Increase Fees for Tree Mitigation**

In many cases, when a tree is cut down in the City, additional trees are required to be planted to mitigate for the loss of the tree. If the replacement trees cannot be planted onsite, property owners are allowed to pay a fee-in-lieu of planting the tree. The City utilizes the funding from these fee-in-lieu payments for tree education and tree plantings. The current fee reflects the City's cost of obtaining and planting each tree. The Planning Commission would like to discourage tree removal by increasing the tree mitigation fee to 150% of the City's cost, which would be consistent with how the City collects fee-in-lieu for required public right-of-way improvements.

### **Short Term and Vacation Rental Use**

Planning Commission heard testimony from several people regarding short term rentals such as HomeAway, Air B&B and Vacation Rental By Owner. Currently Bed and Breakfast use providing accommodation for less than thirty (30) days requires a Conditional Use permit, whether the house is entirely or partially rented out. The Conditional Use application review process is lengthy and a significant expense (the 2018 review fee is \$3,952.00 and also requires the submission of a Site Plan and Design Review application with a minimum review fee of \$862.00). We therefore encourage the City Commission to consider a more streamlined review process for certain types of Bed and Breakfast uses. Such a process could be tailored to Oregon City and adapted from what other Oregon Communities have adopted (e.g. Newport, McMinnville and others), including additional policies, criteria and procedures that could streamline the approval process for short-term vacation rentals and assure that homeowners have some flexibility to use their property in this manner, while providing assurances that any negative impacts on the character and livability of the adjacent residential neighborhood is taken into account and mitigated.

We appreciate your consideration and are available to answer any further questions.