



City of Oregon City

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

Meeting Minutes - Final

City Commission

Tuesday, September 10, 2019

6:45 PM

Commission Chambers

Work Session

1. Convene Work Session and Roll Call

Mayor Holladay called the meeting to order at 7:19 PM.

Present: 5 - Mayor Dan Holladay, Commissioner Frank O'Donnell, Commissioner Rachel Lyles Smith, Commissioner Rocky Smith Jr. and Commissioner Denyse McGriff

Staffers: 8 - City Manager Tony Konkol, City Recorder Kattie Riggs, Community Development Director Laura Terway, Sr. Planner Pete Walter, Human Resources Director Patrick Foiles, Community Services Director Phil Lewis, Finance Director Wyatt Parno and Library Director Maureen Cole

2. Future Agenda Items

No new agenda items were suggested.

2a. List of Future Work Session Agenda Items

Commissioner McGriff would like to revisit the right-of-way permit issue in Canemah and the ordinance involving food waste.

Tony Konkol, City Manager, said the right-of-way issue would come back to the Commission in October. He discussed the upcoming Work Session topics.

There was discussion about a timeline for when items on the Commission's goals list would be discussed and the information needed to come back for the food waste ordinance.

3. Discussion Items

3a. Code Amendments (LEG-18-00001): Mobile Food Carts

Laura Terway, Community Development Director, introduced the topic and gave a background on food cart regulations in the City.

Pete Walter, Senior Planner, explained the proposed code amendments to food cart standards. These included replacing the word "cart" with "unit," clarification of general standards applicable to both transitory and non-transitory units, compliance with all applicable state and local regulations, clarification of which site plan standards were applicable to other structures on the site vs. the structures themselves such as exterior building materials, fences, temporary structures, parking, and landscaping,

transitory units and those open for less than 5 hours did not have to hook up to City utilities, non-transitory units had to connect to power, sewer, and water, and the screening requirements had been simplified. He reviewed the standards that would not be changing. He asked if the Commission wanted to add or modify any of the design standards for food cart units.

There was discussion regarding allowing three carts maximum on one site, cost for hook-ups, where food carts were allowed in the City, minimum landscaping requirements, adding language that there would be no net loss of landscaping, clarifying the applicability of the standards to the property owner and food cart unit owner, clarifying what constituted a permanent unit, and standards for how the units looked.

3b. Code Amendments (LEG-18-00001): Short Term Rental (STR) Policy Development Approach

There was discussion regarding regulations and model ordinances for Airbnb's and VRBO's from other jurisdictions.

Ms. Terway introduced the topic on short term rentals and the recommended project scope.

There was further discussion about the livability issues with short term rentals.

There was consensus that this should not be a priority right now, but to continue to follow the current procedure for short term rentals while staff looked into what other cities were doing and come back with recommendations after the Comprehensive Plan update but before the Riverwalk opened.

Wyatt Parno, Finance Director, discussed the conflicting sections of code and the difficulty of talking with Airbnb.

Mayor Holladay left the meeting at 8:11 PM.

4. City Manager's Report

There was no City Manager's report.

5. Commission Committee Reports

Commissioner McGriff reported on the Downtown Oregon City Association and 175th anniversary celebration.

Commissioner Lyles Smith reported on the Citizen Involvement Committee, Clackamas County Coordinating Committee, and Metro Policy Advisory Committee.

Commissioner Smith reported on the Clackamas Heritage Partners, 175th anniversary celebration, and South Fork Water Board.

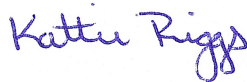
a. Beaver Creek Employment Area Blue Ribbon Committee - Commissioner Frank O'Donnell

b. Brownfield Grant Committee - Mayor Dan Holladay

- c. **Citizen Involvement Committee Liaison - Commissioner Rachel Lyles Smith**
 - d. **Clackamas County Coordinating Committee (C4) - Mayor Dan Holladay and Commissioner Rachel Lyles Smith**
 - e. **Clackamas Heritage Partners - Commissioner Rocky Smith, Jr.**
 - f. **Downtown Oregon City Association Board - Commissioner Denyse McGriff**
 - g. **Metro Policy Advisory Committee (MPAC) - Commissioner Rachel Lyles Smith**
 - h. **Oregon Governor's Willamette Falls Locks Commission - Mayor Dan Holladay**
 - i. **South Fork Water Board (SFWB) - Mayor Dan Holladay, Commissioners Frank O'Donnell and Rocky Smith, Jr.**
 - j. **Willamette Falls and Landings Heritage Area (Previously Willamette Falls Heritage Area Coalition) - Commissioner Denyse McGriff**
 - k. **Willamette Falls Legacy Project Liaisons - Mayor Dan Holladay and Commissioner Frank O'Donnell**
- 6. Adjournment**

Commission President O'Donnell adjourned the meeting at 8:21 PM.

Respectfully submitted,



Kattie Riggs, City Recorder