

DEPARTMENT OF COMMUNITY SERVICES  
LAND USE PLANNING DIVISION  
MULTNOMAH COUNTY PLANNING COMMISSION

**MINUTES OF JANUARY 8, 2024**  
Virtual Meeting/Zoom

This is not a full transcript. Time indicators reference the meeting recording, which is accessible at the following Dropbox link: <https://www.dropbox.com/scl/fi/mws3heh25p9t3pjh2b4nq/January-8-2024-Planning-Commission-Zoom-Recording.mp4?rlkey=kd0xg25xaho0ycqs2m1bp1ed1&dl=0>

**1. Call to Order**

(00:00:01) Chair John Ingle calls the meeting to order at 6:32 p.m. on January 8, 2024.

**2. Roll Call**

(00:00:03) Chair Ingle conducts a role call and declares a quorum present.

- Present – John Ingle, Chris Foster, Stephanie Nystrom, Kari Egger, John Chen, Tim Wood, Bill Kabeiseman
- Absent – Victoria Purvine, Barbara Alexander

**3. Approval of Meeting Minutes**

(00:01:06) Minutes from the September 11, 2023 meeting are presented for adoption.

(00:01:22) A motion to approve is made by Commissioner Kabeiseman.

(00:02:20) The motion is seconded by Commissioner Chen.

(00:02:27) A roll call vote is held. The motion to approve minutes is passed unanimously. Commissioner Kabeiseman and Commissioner Wood voted present.

**4. Opportunity for Public Comment on Non-Agenda Items**

(00:02:39) Chair Ingle asks to see if there is anyone from the public joining the meeting wanting to give public comment on non-agenda items. Scott Robison, Recording Secretary, lets him know that one member of the public has registered for the meeting, but isn't currently logged into the meeting.

**5. Work Session – Annual Election of Planning Commission Officers pursuant to Multnomah County Code 39.1620**

(00:03:15) Adam Barber, Deputy Planning Director, explains Chapter 39, Section 1620, relates to electing (or re-electing) a Chair and Vice-Chair for the Planning Commission. It's now time for the annual election again, and in the past the planning commission have elected the Chair and Vice-Chair. John Ingle is the current Chair, and Commissioner Purvine is the Vice-Chair. Adam passed it over to Chair Ingle to begin the nominations, and have time for discussion.

(00:08:52) Chair Ingle opens up the floor for any nominations from the commissioners. Chair Ingle put forward his name for the next Chair.

(00:10:55) Commissioner Egger nominates Commissioner Purvine to continue on as Vice-Chair.

(00:11:12) A roll call vote is held for the two nominations they are passed unanimously.

## **6. 2024 Planning Commission Recruitment – 2 seats**

(00:12:06) Kevin Cook, Senior Planner, informs the group that there are two commissioner seats that will be under recruitment in May. They are currently held by Chair Ingle, and Commissioner Wood. The goal is to ahead things this year, and launch the recruitment in February. He reminds the group that the commissioners are welcome to reapply for their seats. He would like to have a member of the planning commission help with the recruitment, like last year. Commissioner Nystrom volunteered, and Kevin will reach out to her in March after the initial recruitment.

(00:15:32) Commissioner Chen thinks it would be a good idea to include neighborhood associations in the recruitment.

(00:15:46) Kevin Cook, Senior Planner, informs him that they are typically included, and will confirm if an active grange is included as well.

(00:16:59) Commissioner Wood wants to make sure the Multnomah Youth Commission is also aware of the recruitment. Kevin agreed, and will add them to the list.

(00:17:30) Commissioner Egger thought the inclusion of social media sites might also aid in broadening the recruitment. Kevin will check to see if this is possible from the office of communications.

## **7. Work Session – Proposed 2024-2026 Planning Commission Work Program**

(00:19:10) Kevin Cook, Senior Planner, proposes a 3 year work program as opposed to the yearly work plan. He first covers a recap of the 2023 Planning Commission Work and LUP Projects. Some of these projects include housekeeping amendments, CFU/EFU zoning update, etc. The first section of the work program is for mandated projects. Next, a high priority is the clear and objective path for housing within the urban growth boundary and rural residential areas. The next piece is A.3, which is related to affordable housing within the urban growth boundary. A.4 covers legislative changes relating to alteration or replacement of dwellings in the EFU zones. A.5 concerns child care center and child care homes.

(00:28:03) Kevin Cook, Senior Planner, continues with the next section under Health/ Life Safety Projects. Some of the sub-sections include floating structure regulation, zoning assessment of storage tanks, related uses and infrastructure, Wildfire Safety Improvement, geologic hazes; landslides and seismic hazards, and mass gatherings.

(00:37:58) Kevin Cook, Senior Planner, continues with the next section under Other Identified Projects. This is under Attachment A, and is an ongoing list of about 50 projects.

(00:38:17) Kevin Cook, Senior Planner, continues with the final section under Procedural / Operational Improvements. The sub-sections include zoning code improvement project and ongoing housekeeping amendments.

(00:40:23) Commissioner Chen wants to know how this list involves the planning commission, and what their role would be.

(00:40:39) Kevin Cook, Senior Planner, explains that the majority of these projects will turn into a planning commission case. The code requires that when we make changes to our land use code, it requires an ordinance. The first step to the ordinance is to bring it to the planning commission for review. The Board of Commissioners puts a lot of faith in the planning commission.

(00:43:49) Chair Ingle asks for a status report on the Nature Park West Hills.

(00:43:49) Kevin Cook, Senior Planner, says the Board of Commissioners passed the application at a hearing on October 26<sup>th</sup>, and it was not appealed. The next steps will be coordinating with the applicant on the list of approval conditions.

(00:44:38) Commissioner Foster asks for an update on the Portland Water plant and if it's been appealed.

(00:45:26) Adam Barber, Deputy Planning Director, gives a short update about the project, and confirms it has been appealed to LUBA. The city of Portland Water Bureau submitted an application in 2022 for a new water filtration facility in east county, on the farm plateau up above the Sandy River. It drew a lot of public interest, and the public hearing was held on June 30<sup>th</sup>. Ultimately, the project was approved in late November, and the notice of appeal came shortly after. The appeal was lodged by Cottrell Neighborhood Association, and some other individuals interested in the project.

(00:50:30) Commissioner Kabeiseman inquires about the possibility of having hybrid meetings for the planning commission in the future.

(00:45:26) Adam Barber, Deputy Planning Director, explains that there are ongoing discussions about hybrid meetings with the upper management. The current plan is to have a virtual meeting, unless there is a special need for a hybrid meeting, based on public interest, etc.

(00:50:30) Commissioner Eggers inquires about the new online permitting system that went live a few months back, and would like to see how it's going.

(00:56:06) Adam Barber, Deputy Planning Director, says the new permitting system has gone live, and it's online facing so applications and documentation can be submitted, invoices paid, and there is increased overall transparency in tracking the cases. Early feedback from heavy users of the system have been positive overall, so that was nice to hear.

## **8. Management and Schedule Updates**

(01:00:13) Adam Barber, Deputy Planning Director, says we are moving into budget season for the next fiscal year 2025. This starts July 1, 2024. The economic forecast is projecting a reduction in revenues countywide and an increase in operating costs. It's not a great look economically and don't know exactly what that will mean for the department. The planning commission will updated as soon as more is known. There is currently 12 FTE in the department with no plans for any increases in staff.

(01:07:44) Chair Ingle asks about the zoning code improvement project, are you seeking grants, would it include additional staff.

(01:08:02) Adam Barber, Deputy Planning Director, says we were given a \$500,000 grant, but couldn't get the project off the ground because we were so limited with our staff resources, and having so many mandates. The money was then allocated elsewhere. We are looking at grants at the state level and applied for a \$100,000 technical assistance grant.

(01:12:09) Adam Barber, Deputy Planning Director, updates the commission on the current status of land use operations. Almost all staff is working remotely, although Scott works a couple days a week in the office for administrative tasks, and Adam comes in as a manager on site every other Tuesday. We've just learned from the department director that we will be moving towards a hybrid model in July, so that all staff will be in office at least one day a week. The details aren't fleshed out yet, but will be in the coming months.

(01:12:09) Commissioner Egger wants to know why there aren't planners working in the office.

(01:12:09) Adam Barber, Deputy Planning Director, informs her that the former department director and current department directors have made decisions on how staff should operate. If customers have a special need and require something in person, accommodations are made.

(01:19:42) The meeting is adjourned at 7:50 p.m.

Recording Secretary,

Scott Robison