

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

**MINUTES OF NOVEMBER 3 2025**

Hybrid Meeting

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/phozw9i1f1t31k7cf5opv/November-3-2025-Planning-Commission-Zoom-Recording.mp4?rlkey=dxozxyakn4oxgmrw3v6fqpusc&st=s9bbmfz8&dl=0>

**1. Call to Order**

(00:00:10) Chair Bill Kabeiseman calls the meeting to order at 6:33 p.m. on November 3, 2025.

**2. Roll Call**

(00:01:22) Chair Kabeiseman conducts a role call and declares a quorum present.

- Present – Chris Foster, Stephanie Nystrom, Kari Egger, Barbara Alexander, Bill Kabeiseman, John Houle, John Chen, Tim Wood

**3. Approval of Meeting Minutes**

(00:01:30) Minutes from the September 22, 2025 meeting are presented for adoption.

(00:01:32) A motion to approve is made by Commissioner Chen.

(00:01:28) The motion is seconded by Commissioner Foster.

(00:01:50) A roll call vote is held. The motion to approve minutes is passed unanimously.

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

(00:02:22) Chair Kabeiseman 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 no one from the public had signed up or was present in the audience to give comment.

**5. Briefing – Minor Road Rules Amendment**

(00:02:33) Jessica Berry, Deputy Director of the Transportation Division, and Graham Martin, Transportation Development Supervisor, present a briefing on minor updates to the road rules. The updates are considered "minor" compared to the 2018 update, focusing on changes needed in the near term, partly due to an ongoing update to the design and construction manual (DCM). A major update to the road rules will coincide with the larger DCM update in about a year.

(00:11:20) Some of the key proposed changes include: Section 2 - Added "rights-of-way" to reflect the Transportation Division's existing authority over areas beyond the paved width, including bridges, Section 3 - Updated and clarified definitions (e.g., access, driveway), Section 4 - Removed the confusing "access

analysis requirement," differentiated between urban and rural requirements for driveways, and added clearer language for non-conforming access. The changes aim to focus on technical requirements and reduce ambiguity for applicants, Urban vs. Rural Access - The changes focused on allowing more than one access in rural areas (e.g., for agricultural uses with long frontages), which was previously limited to one access per parcel for all properties, Section 6 - Added the requirement to include ADA requirements, which is already mandated by federal law, Section 13 - Reduced the submittal requirement from 60 to 30 days, removed the deposit requirement for outreach (as the applicant handles outreach), and removed the request for a board hearing to clarify the County Engineer's technical approval authority, Section 16 - Simplified the application process, removed language that made it a Type 2 land use decision, and set the decision-making process with the County Engineer, focusing only on safety and technical standards, Section 17 - Limited the appeal process for safety/technical decisions to prevent them from being appealed to LUBA, Section 18 - Added language allowing the county to set fees for utility permits, following a 2023 state law change, Section 26 - Fixed formatting errors and removed the reference to only following the Portland Stormwater Manual, allowing applicants on the east side of the county (like Fairview, Troutdale, and Wood Village) to follow the Gresham Stormwater Manual where it makes sense.

## **6. Work Session – Zoning Code Improvement Project Near Term Code Amendments**

(00:33:36) Kathy Corliss, MIG consultant, presents a work session on a Zoning Code Improvement Project, specifically focusing on Lot of Record Verification. The work is part of a near-term amendment to streamline processes, address non-conforming situations, and ensure full compliance requirements. The goal is to simplify requirements, update the code for consistency, and address the issue of the complex and time-consuming lot of record procedure, which is seen as a barrier to expedient development

(00:47:12) Kathy Corliss, MIG consultant, approach to the lot of record issue addresses if a parcel is a lawfully established unit of land, is in compliance with zoning, and lot aggregation.

(00:55:01) Kathy Corliss, MIG consultant, details what is needed to streamline the review process. This new process aims to treat lots clearly created under ORS 92 (no aggregation required) as a straightforward, no-question or Type 1 review. Maintain the more complicated lots (created by deed, requiring research, or subject to aggregation in resource zones) as a Type 2 review, while seeking to make that process less complex. The project will continue with internal and legal review, with a work session on non-conforming uses and full compliance scheduled for December 1st. The idea is to bring the complete package of amendments to a hearing next year.

## **7. ~~Work Session~~—~~Planning Commission Rules of Order~~ – POSTPONED TO DECEMBER 1, 2025**

(01:31:01) Commissioner Nystrom makes a motion to postpone this item #7 to the December 1<sup>st</sup> meeting since it's not ready for discussion at this date.

(01:31:07) The motion is seconded by Commission Chen.

(01:31:15) A roll call vote is held. The motion to move the topic to the next meeting is approved unanimously.

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

(01:32:19) Megan Gibb, Director, tells the commission that we have three new planners starting on November 18<sup>th</sup>. It will take a few months to get them up and running, but we are very excited to have their help. This should allow us to increase counter time for the public to meet with our planners.

(01:33:33) Kevin Cook, Principal Planner, says the Planning Director's ability to waive or reduce planning fees passed on October 30<sup>th</sup>, and the next step is adopting internal procedures.

(01:35:12) Chair Kabeiseman adjourns the meeting at 8:04 p.m. The next scheduled meeting is on Monday, December 1<sup>st</sup>.

Recording Secretary,

Scott Robison