



**WASHINGTON COUNTY PLANNING COMMISSION
MINUTES OF WEDNESDAY, OCTOBER 5, 2016**

ALL PUBLIC MEETINGS ARE RECORDED

1. CALL TO ORDER: 1:30 P.M. Public Services Building Auditorium

The meeting was called to order by Chair Vial.

2. ROLL CALL

Planning Commission (PC) members present: A. Richard Vial, Ed Bartholemy, Tegan Enloe, Liles Garcia, Mary Manseau, Anthony Mills, Jeff Petrillo, Eric Urstadt and Matt Wellner.

Staff present: Gary Stockhoff, Engineering and Construction Services, Andy Back, Theresa Cherniak, Erin Wardell, Steve Kelley, Stephen Shane, Kim Armstrong, John Floyd, and Susan Aguilar, Long Range Planning (LRP); Jacquilyn Saito-Moore, County Counsel.

3. DIRECTOR'S REPORT

Andy Back, Manager for the Planning and Development Services, provided the PC with updates:

- The Board of Commissioners (Board) engrossed Ordinance No. 810 – Marijuana Regulation a second time. Ordinance No. 801 was also engrossed. The public hearings for both ordinances will continue on October 18.
- The Board also adopted Ordinance No. 811 – Federal Emergency Management Agency (FEMA) Requirements for Development in the Flood Plain.
- The PC recruitment application process is open for Commissioner Garcia and Manseau's positions. Applications will be accepted until November 1, 2016.
- The Board gave direction to work on affordable housing. Kim Armstrong is the new Affordable Housing Senior Planner. She brings an enormous amount of affordable housing expertise to the department and position.
- The LRP section is working on various Issue Papers. Some Issue Paper topics include: Urban/Rural Roadways, Food Cards, In-fill Standards, Group care - Affordable housing.
- There are no current agenda topics scheduled for October 19.

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Long Range Planning**

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Commissioner Wellner moved to cancel the October 19, 2016 PC meeting. Commissioner Garcia seconded motion. **Vote: 9-0. Motion passed.**

Commissioner	Vote
Bartholemy	Yes
Enloe	Yes
Garcia	Yes
Manseau	Yes
Mills	Yes
Petrillo	Yes
Urstadt	Yes
Vial	Yes
Wellner	Yes

4. WORK SESSION

a. Engineering Standards

Andy Back from the Planning and Development Services Division and Gary Stockhoff from the Engineering and Construction Services Division provided a PowerPoint presentation regarding engineering vs. planning responsibilities and how and when they interrelate. Mr. Back discussed the post pre-app process regarding development, Traffic Impact Statements, and provided some examples of transportation project and Community Development Code (CDC) standards related to the topic.

b. Food Carts

Theresa Cherniak, Principal Planner and John Floyd, Associate Planner with Community Planning provided a PowerPoint presentation regarding an Issue Paper on Food Carts. Staff discussed CDC and food cart standards, Oregon Health Authority rules and regulations related to food carts as well as other regulatory departments and agencies standards, common forms of operation, and potential community impacts.

c. Meeting Minute Content

Theresa Cherniak, Principal Planner and John Floyd, Associate Planner with Community Planning provided an overview regarding PC meeting minute content and standards referencing the County Charter, CDC, Roberts Rules of Order, and Oregon's Public Meeting Law. Jacquilyn Saito-Moore from County Counsel elaborated on the level of detail required according to various standards.

After discussion the PC determined that staff should continue to prepare the minutes to the current level of detail.

5. ORAL COMMUNICATIONS

None

6. CONSIDERATION OF MINUTES

Commissioner Manseau moved to approve the meeting minutes of September 7, 2016.
Commissioner Garcia seconded motion. **Vote: 9 – 0. Motion passed.**

Commissioner	Vote
Bartholemy	Yes
Enloe	Yes
Garcia	Yes
Manseau	Yes
Mills	Yes
Petrillo	Yes
Urstadt	Yes
Vial	Yes
Wellner	Yes

Commissioner Garcia moved to approve the meeting minutes of August 17, 2016.
Commissioner Urstadt seconded motion. **Vote: 9 – 0. Motion passed.**

Commissioner	Vote
Bartholemy	Yes
Enloe	Yes
Garcia	Yes
Manseau	Yes
Mills	Yes
Petrillo	Yes
Urstadt	Yes
Vial	Yes
Wellner	Yes

7. ADJOURN: 4:25 P.M.

There being no further business to come before the Planning Commission, the meeting was adjourned.



A. Richard Vial
Chairman, Washington County
Planning Commission



Andrew Singelakis
Secretary, Washington County
Planning Commission

Minutes approved this 18 day of January, 2016

Submitted by Long Range Planning Staff