



September 19, 2017

To: Washington County Board of Commissioners

From: *for* Andy Back, Manager 
Planning and Development Services

Subject: **PROPOSED LAND USE ORDINANCE NO. 828 - An Ordinance Amending the Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area and the Community Development Code Relating to Housekeeping Changes and General Updates**

STAFF REPORT

For the September 26, 2017 Board of Commissioners Hearing
(The public hearing will begin no sooner than 6:30 p.m.)

I. STAFF RECOMMENDATION

Conduct the public hearing; at the conclusion of the hearing adopt Ordinance No. 828 as filed.

II. OVERVIEW

At its September 6, 2017 public hearing, the Planning Commission (PC) voted 7 - 0 to recommend approval of Ordinance No. 828. Draft PC deliberations are attached to this report.

III. BACKGROUND

Each year, staff addresses limited changes to elements of the Washington County Comprehensive Plan through a housekeeping/general update ordinance. Ordinance No. 828 proposes minor updates, corrections and revisions to the County's Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area, and the Community Development Code. These changes are proposed to improve efficiency and operation of the Plan elements identified above. The Board authorized this ordinance in the 2017 Long Range Planning Work Program.

Ordinance Notification

Ordinance No. 828 and an accompanying summary were mailed August 9, 2017, to community participation organizations (CPOs) and interested parties. A display advertisement regarding the proposed ordinance was published August 18, 2017, in *The Oregonian* newspaper. Individual Notice 2017-09 describing proposed Ordinance No. 828 was mailed August 9, 2017, to 327 people on the General Notification List. A copy of this notice was also mailed to the Planning Commission at that time.

IV. ANALYSIS

Ordinance No. 828 proposes the following minor amendments to elements of the Comprehensive Plan:

Plan Document	Amendment Proposed
<p>Rural/Natural Resource Plan</p> <ul style="list-style-type: none"> • <i>Policy 2, Citizen Involvement</i> • <i>Appendix A, Glossary</i> <p>Comprehensive Framework Plan for the Urban Area</p> <ul style="list-style-type: none"> • <i>Policy 2, Citizen Involvement</i> • <i>Appendix A, Glossary</i> 	<ul style="list-style-type: none"> - Updates references to “Committee for Citizen Involvement (CCI)” with “Committee for Community Involvement” and “Citizen Participation Organization with “Community Participation Organization (CPO)”; - References to “Board of County Commissioners” or “Washington County Board of County Commissioners” are replaced with the preferred term, “Board of Commissioners”; and - Adds clarifying text regarding the County’s Community Engagement Program created in 2016. <p>In November 2016, the CCI submitted a letter requesting several tasks be considered for inclusion in the 2017 Long Range Planning Work Program. One request was to update all “Citizen Participation Organization(s)” and “Committee for Citizen Involvement” references in the Washington County Comprehensive Plan, to replace the term “citizen” with “community.”</p>

Plan Document	Amendment Proposed
	<p>The CCI’s letter indicated they had implemented the name change since July 2016, based on suggestions in the <i>Community Participation in Washington County Transition Planning Process, Final Report to the Board of County Commissioners</i>¹ document released to the Board in January 2016.</p> <p>Through adoption of Ordinance No. 828, the Board is acknowledging this name change.</p> <p>New text relative to the transition of the CPO program from the Oregon State University Extension Office to the County is inserted in Policy 2 of the RNRP and the CFP to preserve historical accuracy and clarification for the change in the CPO/CCI reference.</p> <p>Only references to the County CPO and CCI program are proposed to be amended. All historical information regarding the County’s creation and development of its public involvement program over time remains intact within the Comprehensive Plan elements.</p>
<p>Community Development Code Sections</p> <ul style="list-style-type: none"> • <u>107 - Planning Participants</u> <ul style="list-style-type: none"> ○ 107-5 Land Use Ordinance Notices ○ 107-6 Committee for Citizen Involvement (CCI) ○ 107-7 Citizen Participation Organization (CPO) • <u>204 – Notice of Type I, II or III Development Actions</u> <ul style="list-style-type: none"> ○ 204-3 Type II Actions • <u>205 – Public Hearings</u> <ul style="list-style-type: none"> ○ 205-3 Parties • <u>217 – Director’s Interpretation</u> <ul style="list-style-type: none"> ○ 217-3 Procedure 	<p>Changes references to Washington County public involvement committees as shown above.</p>

¹ http://www.co.washington.or.us/CAO/CPO/upload/Final-Report-to-the-BOCC_FINAL.pdf

Plan Document	Amendment Proposed
<ul style="list-style-type: none"> • <u>201 – Development Permit</u> <ul style="list-style-type: none"> ○ 201-2 Exclusions from Development Permit Requirement 	<p>Adds a cross reference to Oregon Revised Statutes Chapter 198 (ORS 198, Special Districts Generally) which discusses various terms and regulations pertaining to special service districts. Staff refers to these criteria when processing special service district annexation applications.</p>
<ul style="list-style-type: none"> • <u>203 – Processing Type I, II and II Development Actions</u> <ul style="list-style-type: none"> ○ 203-3 Neighborhood Meeting 	<p>CPO and CCI references are amended to reflect changes as shown above.</p> <p>Additionally, Current Planning staff suggested minor changes to the <i>Intent and Purpose</i> description in Section 203-3.1, to more closely match text in the ‘Mandatory Neighborhood Meeting and Mailing Requirements’ packet (Meeting Purpose and Meeting Goals).</p> <p>Applicants receive this packet from Current Planning staff when Section 203-3.2 requires the applicant to hold a neighborhood meeting based upon the type of development application being pursued.</p> <p>There are no changes to Neighborhood Meeting requirements and/or standards.</p>
<ul style="list-style-type: none"> • <u>356 – Land Extensive Industrial District (MAE)</u> <ul style="list-style-type: none"> ○ 356-4 Uses Which May be Permitted Through a Type III Procedure 	<p>This is a simple correction of a transposed cross- reference number. The text as shown points to a nonexistent CDC section.</p>
<ul style="list-style-type: none"> • <u>379 – Mineral and Aggregate Overlay District</u> <ul style="list-style-type: none"> ○ 379-15 Review and Enforcement • <u>427 – Solar Access Standards</u> <ul style="list-style-type: none"> ○ 427-5 Solar Access Permit 	<p>In Sections 379 and 427, references to Section 215 “Enforcement” are changed to its correct title of “Code Compliance.”</p>
<ul style="list-style-type: none"> • <u>418 – Setbacks</u> <ul style="list-style-type: none"> ○ 418-4 Fences and Retaining Walls 	<p>The description of a dimensional standard is corrected; a newer version of its corresponding illustration is provided.</p> <p>No changes to standards or requirements are proposed.</p>

Plan Document	Amendment Proposed
<ul style="list-style-type: none"> • <u>421 – Flood Plain and Drainage Hazard Area Development</u> <ul style="list-style-type: none"> ○ 421-1 Lands Subject to Flood Plain and Drainage Hazard Area Standards 	<p>Current Planning staff requested the U.S. Army Corps of Engineers map series (which was removed through Ordinance No. 788 in 2014) be restored in Section 421. This section regulates development in 100-year flood plains and 25-year flood plains (Drainage Hazard Areas or DHAs).</p> <p>In 2016, Section 421 was further amended through A-Engrossed Ordinance No. 811 which addressed new Federal Emergency Management Agency (FEMA) flood plain development requirements and County Flood Insurance Rate Maps (FIRMs). After adoption of the new requirements, staff found that the FEMA maps did not include all needed information documenting Drainage Hazard Areas in Washington County.</p> <p>This important series of Army Corps maps, specifically the 1974 iteration, defines and documents the locations of upland streams and tributaries in Washington County and may be used to determine whether a site is impacted by a 25-year flood plain and subject to DHA requirements.</p> <p>Although there are FEMA maps available, many of the FEMA maps do not document the streams subject to 25-year floods.</p> <p>The Army Corps maps remain a relevant, historic information source for staff and the public, and such references need to be retained in the Code as a source of information not available in FEMA documentation.</p>
<ul style="list-style-type: none"> • <u>430 – Special Use Standards</u> <ul style="list-style-type: none"> ○ 430-37 Detached Dwelling Unit 	<p>A cross reference in Section 430-37.2 is corrected to refer to the accurate sections in the Exclusive Farm Use District (EFU) 340-4.1 A. and Agricultural and Forest District (AF-20) 344-4.1 A. Uses Permitted Through a Type II Procedure.</p>



WASHINGTON COUNTY PLANNING COMMISSION
WEDNESDAY, SEPTEMBER 6, 2017

Draft Deliberations

Proposed Ordinance No. 828 - An Ordinance Amending the Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area, and the Community Development Code (CDC) Relating to Housekeeping Changes and General Updates

Planning Commission (PC) members present: A. Richard Vial, Jeff Petrillo, Ed Bartholemy, Ian Beaty, Tegan Enloe, Deborah Lockwood, Anthony Mills (left at 2:54 p.m.), and Matt Wellner. PC member absent: Eric Urstadt

Staff present: Andy Back, Theresa Cherniak, Erin Wardell, Michelle Miller, Dyami Valentine, Anne Kelly, John Floyd, Sambo Kirkman, Angela Brown, Reza Farhoodi, Joel Cvetko and Traci Shirley, Long Range Planning (LRP); Jacquilyn Saito-Moore, County Counsel.

Summary

a. Ordinance No. 828 - Housekeeping

Angela Brown, assistant planner from the Community Planning group of LRP provided a PowerPoint presentation regarding Ordinance No. 828 – Housekeeping. Staff provided background information, and proposed changes to the Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area, and CDC.

Staff Recommendation

- Conduct public hearing; and
- Recommend adoption of ordinance No. 828 as proposed, to the Board of Commissioners

Final Vote

Commissioner Beaty moved to recommend to the Board of Commissioners Ordinance No. 828 as filed. Commissioner Lockwood seconded motion. **Vote: 7 – 0 (Commissioner Mills left early). Motion passed.**

Commissioner	Vote
Bartholemy	Yes
Beaty	Yes
Enloe	Yes
Lockwood	Yes
Mills	Absent
Petrillo	Yes
Urstadt	Absent
Vial	Yes
Wellner	Yes

End of deliberations.

DRAFT



August 9, 2017

Individual Notice No. 2017-09

At your request, Long Range Planning is providing you with Individual Notice No. 2017-09 which describes proposed Land Use Ordinance No. 828.

Ordinance Purpose and Summary

Ordinance No. 828 is a general housekeeping ordinance that proposes minor updates, corrections and revisions to Washington County's Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area, and the Community Development Code.

Who is Affected

Residents in urban and rural unincorporated areas of Washington County will be affected.

What Land is Affected

Urban and rural unincorporated areas of Washington County will be affected.

Initial Public Hearings Time and Place

Planning Commission
1:30 p.m.
September 6, 2017

Board of Commissioners
6:30 p.m.
September 26, 2017

Hearings are in the Hillsboro Civic Center Shirley Huffman Auditorium, 150 E. Main St., Hillsboro, Oregon.

At its September 26, 2017 public hearing, the Board of Commissioners (Board) may choose to adopt the ordinance, make changes to it, continue the hearing to a future date, or reject the ordinance. If adopted September 26, 2017, the ordinance would become effective November 24, 2017.

Rural/Natural Resource Plan Policies Amended

➤ **Policy 2 - Citizen Involvement & Appendix A - Glossary**
Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO), and Board of Commissioners, adds clarifying text regarding the County's Community Engagement Program created in 2016

Urban Comprehensive Framework Plan Policies Amended

➤ **Policy 2 - Citizen Involvement & Appendix A - Glossary**
Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO), and Board of Commissioners, adds clarifying text regarding the County's Community Engagement Program created in 2016

**Community
Development Code
Standards Amended**

- **107 - Planning Participants; 204 – Notice of Type I, II or III Development Actions; 205 – Public Hearings; & 217 – Director’s Interpretation:** Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO) in the above-listed CDC sections
- **203 - Processing Type I, II and II Development Actions:** Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO) and clarifies text related to neighborhood meetings
- **201 – Development Permit:** Adds cross-reference
- **356 – Land Extensive Industrial District (MAE):** Corrects cross-reference
- **379 – Mineral and Aggregate Overlay District & 427 – Solar Access Standards:** Corrects cross-reference
- **418 – Setbacks:** Corrects description of standard and its associated illustration
- **421 – Flood Plain and Drainage Hazard Area Development:** Restores reference to Army Corps of Engineers map series inadvertently removed by ordinance in 2014
- **430 – Special Use Standards:** Corrects cross-reference

**How to Submit
Comments**

- Submit oral or written testimony to the Planning Commission and/or the Board at one of the public hearings.
- Written testimony, including email, may be sent to the Planning Commission or Board in advance of the public hearings in care of Long Range Planning.
- Include the author’s name and address with any public testimony.

Washington County, Department of Land Use & Transportation
Planning and Development Services, Long Range Planning
155 N. First Ave., Suite 350, MS14, Hillsboro, OR 97124-3072
Telephone: 503-846-3519 Fax: 503-846-4412
Email: lutplan@co.washington.or.us

Staff Contact

Angela Brown, Assistant Planner
Telephone: 503-846-3968
Email: angela_brown@co.washington.or.us

**Proposed ordinance is
available at the
following locations:**

- Department of Land Use & Transportation at the address listed above
- www.co.washington.or.us/landuseordinances
- Cedar Mill Community Library and Tigard Public Library
- Community Participation Organizations (CPOs); Call 503-846-6288 for a directory of CPOs.



WASHINGTON COUNTY OREGON

August 9, 2017

To: Community Participation Organizations, Cities, Service Districts, Interested Parties

From: Andy Back, Manager 
Planning and Development Services

Subject: **PROPOSED LAND USE ORDINANCE NO. 828**

The Washington County Planning Commission and Board of Commissioners (Board) will soon consider proposed Ordinance No. 828. Listed below is a description of the ordinance, hearing dates, and other relevant information. If you have any questions about the ordinance, or if you would like additional information, please contact Long Range Planning at 503-846-3519. This ordinance is available on the Washington County website at:

www.co.washington.or.us/landuseordinances

Ordinance Purpose and Summary

Ordinance No. 828 is a general housekeeping ordinance that proposes minor updates, corrections and revisions to Washington County's Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area, and the Community Development Code.

Who is Affected

Residents in urban and rural unincorporated areas of Washington County will be affected.

What Land is Affected

Urban and rural unincorporated areas of Washington County will be affected.

Initial Meeting and Public Hearings

Planning Commission
1:30 p.m.
September 6, 2017

Board of Commissioners
6:30 p.m.
September 26, 2017

Hearings are in the Hillsboro Civic Center Shirley Huffman Auditorium, 150 E. Main St., Hillsboro, Oregon.

At its September 26, 2017 public hearing, the Board may choose to adopt the ordinance, make changes to it, continue the hearing to a future date, or reject the ordinance. If adopted September 26, 2017, it would become effective November 24, 2017.

Department of Land Use & Transportation
Planning and Development Services • Long Range Planning
155 N. First Ave., Suite 350, MS14, Hillsboro, OR 97124-3072
phone: 503-846-3519 • fax: 503-846-4412
www.co.washington.or.us/lut • lutplan@co.washington.or.us

Key Provisions

Rural/Natural Resource Plan Policies Amended

➤ **Policy 2 - Citizen Involvement & Appendix A - Glossary**

Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO), and Board of Commissioners, adds clarifying text regarding the County's Community Engagement Program created in 2016

Urban Comprehensive Framework Plan Policies Amended

➤ **Policy 2 - Citizen Involvement & Appendix A - Glossary**

Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO), and Board of Commissioners, adds clarifying text regarding the County's Community Engagement Program created in 2016

Community Development Code Sections Amended

➤ **107 - Planning Participants; 204 – Notice of Type I, II or III Development Actions; 205 – Public Hearings; & 217 – Director's Interpretation:**

Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO) in the above-listed CDC sections

➤ **203 - Processing Type I, II and III Development Actions:**

Updates references to Committee for Community Involvement (CCI), Community Participation Organization (CPO) and clarifies text related to neighborhood meetings

➤ **201 – Development Permit:** Adds cross-reference

➤ **356 – Land Extensive Industrial District (MAE):** Corrects cross-reference

➤ **379 – Mineral and Aggregate Overlay District & 427 – Solar Access Standards:** Corrects cross-reference

➤ **418 – Setbacks:** Corrects description of standard and its associated illustration

➤ **421 – Flood Plain and Drainage Hazard Area Development:**

Restores reference to Army Corps of Engineers map series inadvertently removed by ordinance in 2014

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**How to Submit
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- Submit oral or written testimony to the Planning Commission and/or the Board at one of the public hearings.
- Written testimony, including email, may be sent to the Planning Commission or Board in advance of the public hearings in care of Long Range Planning.
- Include the author's name and address with any public testimony.

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FILED

AUG - 2 2017

Washington County
County Clerk

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR WASHINGTON COUNTY, OREGON

ORDINANCE 828

An Ordinance Amending the Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area, and the Community Development Code Relating to Housekeeping Changes and General Updates

The Board of County Commissioners of Washington County, Oregon ("Board") ordains as follows:

SECTION 1

A. The Board recognizes that the Rural/Natural Resource Plan Element of the Comprehensive Plan (Volume III) was readopted with amendments, by way of Ordinance No. 307, and subsequently amended by Ordinance Nos. 342, 383, 411, 412, 458, 459, 462, 480, 482, 499, 539, 547, 572, 574, 578, 588, 598, 606, 609, 615, 628, 630, 631, 637, 643, 648, 649, 653, 662, 671, 686, 733, 740, 753, 764, 772, 776, 796, 809, and 813-814.

B. The Board recognizes that the Comprehensive Framework Plan for the Urban Area Element of the Comprehensive Plan (Volume II) was readopted with amendments on September 9, 1986, and subsequently amended by Ordinance Nos. 343, 382, 432, 459, 471, 480, 483, 516, 517, 526, 551, 555, 561, 571, 572, 588, 590, 598, 608-610, 612-615, 620, 624, 631, 632, 637, 643, 649, 662, 666, 669, 671, 683, 686, 694, 712, 726, 730, 732, 733, 739, 742, 744, 745, 753, 758, 764, 769, 771, 775, 785, 788-790, 796, 799, 802, 805, 809, and 813-814.

C. The Board recognizes that the Community Development Code Element of the Comprehensive Plan (Volume IV) was readopted with amendments on September 9, 1986, by way of Ordinance No. 308, and subsequently amended by Ordinance Nos. 321, 326, 336-341,

1 356-363, 372-378, 380, 381, 384-386, 392, 393, 397, 399-403, 407, 412, 413, 415, 417 ,421-
2 423, 428-434, 436, 437, 439, 441-443, 449, 451-454, 456, 457, 462-464, 467-469, 471, 478-
3 481, 486-489, 504, 506-512, 517-523, 525, 526, 528, 529, 538, 540, 545, 551-555, 558-561,
4 573, 575-577, 581, 583, 588, 589, 591-595, 603-605, 607-610, 612, 615, 617, 618, 623, 624,
5 628, 631, 634, 635, 638, 642, 644, 645, 648, 649, 654, 659-662, 667, 669, 670, 674, 676, 677,
6 682-686, 692, 694-698, 703, 704, 708, 709, 711, 712, 718-720, 722, 725, 730, 732, 735, 739,
7 742-745, 754- 758, 760, 762, 763, 765, 766, 769-776, 782-788, 791, 792, 797-802, 804, 809-
8 811, and 813-815.

9 D. As part of its ongoing planning efforts Washington County staff has identified
10 the need for minor limited non-policy changes and general updates to improve the efficiency
11 and effectiveness of the Comprehensive Plan. The Board recognizes that such changes are
12 necessary from time to time for the benefit and welfare of the residents of Washington
13 County, Oregon.

14 E. Under the provisions of Washington County Charter Chapter X, the
15 Department of Land Use and Transportation has carried out its responsibilities, including
16 preparation of notices, and the County Planning Commission has conducted one or more
17 public hearings on the proposed amendments and has submitted its recommendations to the
18 Board. The Board finds that this Ordinance is based on that recommendation and any
19 modifications made by the Board, as a result of the public hearings process.

20 F. The Board finds and takes public notice that it is in receipt of all matters and
21 information necessary to consider this Ordinance in an adequate manner and finds that this
22 Ordinance complies with the Statewide Planning Goals, the standards for legislative plan

1 adoption as set forth in Chapters 197 and 215 of the Oregon Revised Statutes, the Washington
2 County Charter, the Washington County Community Development Code, and the Washington
3 County Comprehensive Plan.

4 SECTION 2

5 The following exhibits, attached hereto and incorporated herein by reference, are
6 adopted as amendments to the designated documents as follows:

7 A. Exhibit 1 (2 pages), amends the Rural/Natural Resource Plan:

- 8 1. Policy 2, Citizen Involvement; and
- 9 2. Appendix A, Glossary.

10 B. Exhibit 2 (2 pages), amends the following Sections of the Comprehensive
11 Framework Plan for the Urban Area:

- 12 1. Policy 2 Citizen Involvement; and
- 13 2. Appendix A, Glossary.

14 C. Exhibit 3 (7 pages), amends the following Sections of the Community
15 Development Code:

- 16 1. Section 107 – Planning Participants;
- 17 2. Section 201 – Development Permit;
- 18 3. Section 203 – Processing Type I, II and III Development Actions;
- 19 4. Section 204 – Notice of Type I, II or III Development Actions;
- 20 5. Section 205 – Public Hearings;
- 21 6. Section 217 – Director’s Interpretation
- 22 7. Section 356 – Land Extensive Industrial District (MAE);

8. Section 379 – Mineral and Aggregate Overlay District;
9. Section 418 – Setbacks;
10. Section 421 – Flood Plain and Drainage Hazard Area Development;
11. Section 427 – Solar Access Standards; and
12. Section 430 – Special Use Standards.

SECTION 3

All other Comprehensive Plan provisions that have been adopted by prior ordinance, which are not expressly amended or repealed herein, shall remain in full force and effect.

SECTION 4

All applications received prior to the effective date shall be processed in accordance with ORS 215.427.

SECTION 5

If any portion of this Ordinance, including the exhibit, shall for any reason be held invalid or unconstitutional by a body of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.

SECTION 6

The Office of County Counsel and Department of Land Use and Transportation are authorized to prepare planning documents to reflect the changes adopted under Section 2 of this Ordinance, including deleting and adding textual material and maps, renumbering pages or sections, and making any technical changes not affecting the substance of these amendments as necessary to conform to the Washington County Comprehensive Plan format.

///

The RURAL/NATURAL RESOURCE PLAN is amended to reflect the following:

- References to 'Citizen Participation Organization (CPO)' will be changed to 'Community Participation Organization (CPO)' where appropriate
- References to 'Committee for Citizen Involvement (CCI)' will be changed to 'Committee for Community Involvement (CCI)' where appropriate
- References to 'Board of County Commissioners' or 'Washington County Board of County Commissioners' will be changed to 'Board of Commissioners'

POLICY 2, CITIZEN INVOLVEMENT:

It is the policy of Washington County to encourage citizen participation in all phases of the planning process and to provide opportunities for continuing involvement and effective communication between citizens and their County government.

Implementing Strategies

The County will:

- a. Provide information on planning issues and policies in a clear and understandable form by:
 1. Continuing the County/~~extension~~ "CPO News" newsletter on a regular basis; and
 2. Providing information to the media on a regular basis.
- b. Seek and encourage continued citizen involvement through the ~~Community~~Citizen Participation Organization (CPO) Program. In order to assist in the efficiency of the CPOs, the County may reorganize the boundaries of the various CPOs to provide that there is a community of interest included within the boundary of each CPO. The County will strengthen that program by:
 1. Offering support and technical assistance;
 2. Maintaining the CCI to assist in the evaluation and implementation of the Community~~citizen~~-Involvement Program; and
 3. Determine the Community~~citizen~~ Participation Program by Board of Commissioner Resolution and Order.
- c. Provide the opportunity for citizen involvement in all phases of plan revision and amendment processes.

Summary Findings and Conclusions

Comprehensive planning requires, and depends upon, an informed citizenry and community members. For the plan to reflect the needs and values of the residents/citizens of Washington County, public/citizen participation is essential. This meaningful involvement is necessary throughout the planning process and is an integral part of the ongoing planning program.

The planning process utilized by Washington County has emphasized citizen involvement and participation. Information has been disseminated through community meetings, individual mailings and notices, the establishment of special telephone "hot line" numbers, media releases and public hearings.

In June 2016, the County transitioned the CPO program responsibilities from the OSU Extension Office to the County through the creation of the Community Engagement Program. During this transition, the CPO and CCI acronyms were redefined as Community Participation Organization and Committee for Community Involvement.

Appendix A

GLOSSARY

PREFACE

Community/Citizen Participation Organization (CPO). An ~~citizen~~ organization comprised of community members and acknowledged/established by the Board of County Commissioners to serve as a vehicle for communication between governments and ~~citizens~~ community members on matters affecting the livability of the community. CPO leaders and representatives comprise the County's Committee for Community/Citizen Involvement (CCI).

The COMPREHENSIVE FRAMEWORK PLAN FOR THE URBAN AREA is amended to reflect the following:

- References to 'Citizen Participation Organization (CPO)' will be changed to 'Community Participation Organization (CPO)'
- References to 'Committee for Citizen Involvement (CCI)' will be changed to 'Committee for Community Involvement (CCI)'
- References to 'Board of County Commissioners' or 'Washington County Board of County Commissioners' will be changed to 'Board of Commissioners'

POLICY 2, CITIZEN INVOLVEMENT:

It is the policy of Washington County to encourage citizen participation in all phases of the planning process and to provide opportunities for continuing involvement and effective communication between citizens and their county government.

Implementing Strategies

The County will:

- a. Provide information on planning issues and policies in a clear and understandable form.
- b. Seek and encourage continued citizen involvement through the ~~Community~~Citizen Participation Organization (CPO) Program. The County will strengthen that program by:
 1. Offering support and technical assistance;
 2. Maintaining the Committee for ~~Community~~Citizen Involvement (CCI) to assist in the evaluation and implementation of the citizen involvement program;
 3. Working with CCI and CPO members while developing the Community Plans by providing them the opportunity, information and assistance necessary for their involvement; and

Summary Findings and Conclusions

Comprehensive planning requires, and depends ~~upon,~~ an informed citizenry and community members. For the plan to reflect the needs and values of the ~~residents~~citizens of Washington County, ~~public~~citizen participation is essential. This meaningful involvement is necessary throughout the planning process and is an integral part of the ongoing planning program.

In June 2016, the County transitioned the CPO program responsibilities from the OSU Extension Office to the County through the creation of the Community Engagement Program. During this transition, the CPO and CCI acronyms were redefined as Community Participation Organization and Committee for Community Involvement.

Appendix A

GLOSSARY

PREFACE

Community~~Citizen~~ Participation Organization (CPO). ~~An~~ citizen–organization comprised of community members and acknowledged established by the Board of ~~County~~ Commissioners to serve as a vehicle for communication between governments and ~~citizens~~ community members on matters affecting the livability of the community. CPO leaders and representatives comprise the County's Committee for Community~~Citizen~~ Involvement (CCI).

Sections of the COMMUNITY DEVELOPMENT CODE are amended to reflect the following:

1. SECTION 107 - PLANNING PARTICIPANTS

107-5 Land Use Ordinance Notices

107-5.3 General Notification List:

B. The list shall consist of:

- (2) The designated representative of all officially recognized citizen involvement organizations including Community~~citizen~~ Participation Organizations (CPOs) and neighborhood organizations or neighborhood associations as defined by Section 107-8.

107-5.5 Annual Land Use Notice:

B. Mailing

- (1) The annual land use notice shall be included with the ad valorem tax statements mailed by the Department of Assessment & Taxation and shall be mailed to each officially recognized Community~~Citizen~~ Participation Organization at approximately the same time. In addition, the Board may direct that an annual land use notice may be mailed at such other times as deemed advisable.
- (2) Failure to receive notice shall not invalidate any ordinance unless caused by willful action and the failure to receive notice results in prejudice to the substantial rights of the person who did not receive notice.

107-6 Committee for Community~~Citizen~~ Involvement (CCI)

107-6.1 Purpose: The purpose of the Committee for Community~~Citizen~~ Involvement (CCI) is:

- A. To serve as the officially recognized citizen and community participation resource committee, which is representative of geographic areas and interests;

107-7 Community~~Citizen~~ Participation Organization (CPO)

107-7.1 Purpose:

- A. To facilitate effective citizen and community involvement in the planning and development of Washington County.

- B. To assist in the development of and revisions to the County Comprehensive Plan.
- C. To participate in special projects and studies affecting communities.

2. SECTION 201 - DEVELOPMENT PERMIT

201-2 Exclusions from Permit Requirement

The following activities are permitted in each district but are excluded from the requirement of obtaining a development permit. Exclusion from the permit requirement does not exempt the activity from otherwise complying with all applicable standards, conditions and other provisions of this Code. The activities set forth below are not excluded from the requirement to obtain approval of erosion control measures to the extent the activity is subject to Section 426.

- 201-2.28 Annexation, boundary changes, or extraterritorial extensions pursuant to ORS 198 and 199.

3. SECTION 203 - PROCESSING TYPE I, II AND III DEVELOPMENT ACTIONS

203-3 Neighborhood Meeting

203-3.1 Intent and Purpose:

The purpose of the neighborhood meeting is to provide a forum ~~means~~ for the applicant, and surrounding neighbors, and interested members of the Community Citizen Participation Organization (CPO) representatives to meet and to consider review a development proposed application, and to discuss identify issues/ regarding concerns regarding the proposal ~~so they may be addressed~~ prior to application submittal, in a manner that is consistent with the requirements of this Code. This preliminary meeting is intended to inform, encourage and maximize citizen involvement early in the development process so that the resultant in an application that is more responsive to neighborhood concerns, and to expedite and lessen the expense of the review process by avoiding needless delays, appeals, remands or denials. Early citizen participation through the neighborhood meeting is an effective form of citizen involvement because it provides the opportunity to maximize citizen participation to identify issues very early in the process.

- 203-4.2 A complete application is one which contains the information required to address the relevant standards of this Code and the applicable standards and requirements of the Comprehensive Plan as specified by this Code. It shall consist of the following:

- E. A site plan of the property illustrating the property boundaries, proposed and existing structures and improvements, easements, driveways, water and sewer lines, septic tanks and drainfields, ~~and all drainage courses,~~ and structures within 250 feet of a drainage course...

4. SECTION 204 - NOTICE OF TYPE I, II OR III DEVELOPMENT ACTIONS

204-3 Type II Actions

204-3.1 A public notice of pending review shall be mailed to:

- C. The recognized Community~~Citizen~~ Participation Organization in which subject property is located. When a Director's Interpretation application submitted pursuant to Section 217 does not involve a specific property, public notice of pending review shall be provided to all Community~~Citizen~~ Participation Organizations;

204-3.4 Notice of the decision shall be provided to the applicant, all persons who submitted written comments, all persons that were entitled to be mailed a public notice of pending review of the Type II action pursuant to Section 204-3.1; and the Community~~Citizen~~ Participation Organization in which the subject property is located. The notice shall contain:

204-4 Type III Actions

204-4.2 The notice of public hearing shall be mailed to:

- C. The recognized Community~~Citizen~~ Participation Organization within which the subject property is located;

5. SECTION 205 - PUBLIC HEARINGS

Public hearings on all development actions including appeals, but not including legislative actions, shall be conducted in accordance with this Section.

205-3 Parties

205-3.2 Only parties shall be entitled to appeal a decision. Only persons who make an appearance of record shall be parties to a Type I or Type III action. Only the applicant, persons who submitted written comments, persons entitled to notice of pending review, and the Community~~Citizen~~ Participation Organization in which the subject property is located shall be deemed parties to a Type II action.

6. SECTION 217 - DIRECTOR'S INTERPRETATION

217-3 Procedure

217-3.4 Public notice of pending review of a Director's Interpretation shall be provided to all Community Citizen Participation Organizations (CPOs) as set forth in Section 204-3.1 C. of this Code for an interpretation that does not involve a specific property. Notice of decision shall be provided to all CPOs as set forth in Section 204-3.4 of this Code.

7. SECTION 356 - LAND EXTENSIVE INDUSTRIAL DISTRICT (MAE)

356-4 Uses Which May be Permitted Through a Type III Procedure

356-4.5 Solid Waste Transfer Station - Section 430403-129.

8. SECTION 379 - MINERAL AND AGGREGATE OVERLAY DISTRICT

379-15 Review and Enforcement

379-15.4 Enforcement

The Planning Director or his/her authorized designee, or a duly authorized peace officer, may issue a Uniform Citation for violation of Section 379, as provided for in Section 215, Code Compliance Enforcement.

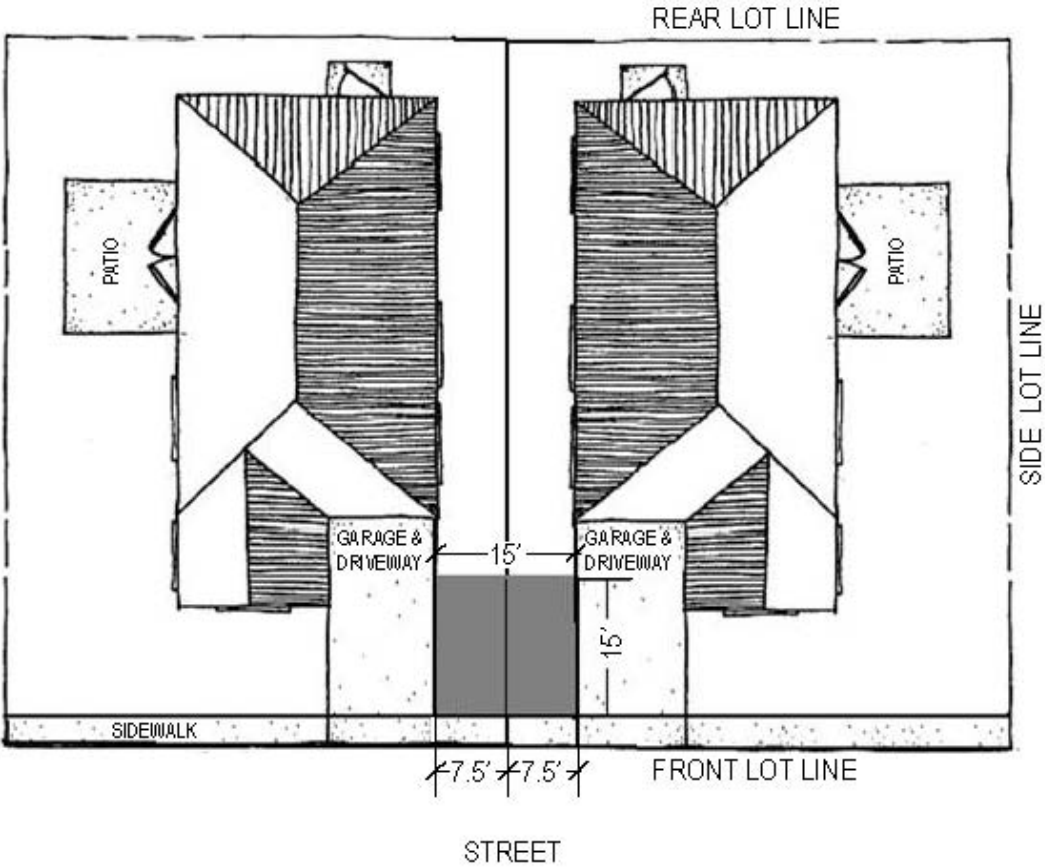
9. SECTION 418 - SETBACKS

418-4 Fences and Retaining Walls

The setback requirements of this Code are not applicable to the following fence or retaining wall structures (or any combination thereof) except as required by Section 418-3:

418-4.7 Residential lots or parcels shall maintain a clear vision area with no sight obscuring fence or wall (does not include retaining wall) more than three (3) feet in height, measured from finished grade, within a fifteen (15) by fifteen (15) foot square triangle along a driveway. A clear vision area shall be measured from the property line, sidewalk, or easement for public travel, whichever is closest to the fence line (for design standards see Figure 2 and Figure 3).

Figure 2. Plan View



10. SECTION 421 - FLOOD PLAIN AND DRAINAGE HAZARD AREA DEVELOPMENT

The County administers and enforces the State of Oregon Specialty Codes pursuant to the requirement established in ORS 455. The Oregon Specialty Codes contain certain provisions that apply to the design and construction of buildings and structures located in Special Flood Hazard Areas. Therefore, this Section is intended to be administered and enforced in conjunction with the Oregon Specialty Codes.

421-1 Lands Subject to Flood Plain and Drainage Hazard Area Standards

421-1.1 The following maps are adopted by reference as setting forth the flood plain, floodway and drainage hazard areas of Washington County: entitled "Flood Plain Series, Washington County, Oregon, revision 5/01/1974, 1/03/1978, 1/1981, 5/25/1983 and 12/12/1983" based upon data from the U.S. Army Corps of Engineers; "Flood Insurance Rate Map, Washington County, Oregon," effective dates February 18, 2005 and November 4, 2016; together with the "Flood Insurance Study for Washington County, Oregon and Incorporated Areas, dated November 4, 2016" with amendments;

abcdef Proposed additions
 abcdef Proposed deletions

~~and the "Flood Boundary and Floodway Maps", as provided for in the regulations of the Federal Emergency Management Agency (FEMA) (44 CFR part 59-60), are adopted by reference as setting forth the flood plain, floodway and drainage hazard areas of Washington County.~~

Where the maps are not available, or where the Director determines more accurate information is available, the Director may use any Base Flood Elevation and floodway data available from a federal or state source, or from a licensed professional engineer, to determine the boundaries of the flood plain, floodway and drainage hazard areas of Washington County.

11. 427 - SOLAR ACCESS STANDARDS

427-5 Solar Access Permit

427-5.6 Permit Enforcement Process

A. Enforcement Request

A solar access permittee may request the County to enforce ~~the~~ a solar access permit by providing the following information to the Director:

- (1) A copy of the solar access permit and the site plans recorded with the permit;
- (2) A completed ~~copy of the department's complaint alleged code violation~~ form;
- (3) The legal description of the property on which the alleged nonexempt tree or hedge is situated, the address of the owner(s) of that property, and a scaled site plan of the property showing the nonexempt tree or hedge; and
- (4) Evidence that the alleged tree or hedge violates the solar access permit. Evidence may include a sun chart, photograph, shadow pattern, or photographs.

B. Enforcement Process

If the Director determines the request for enforcement is complete, the Director shall initiate an enforcement action pursuant to Section 215, Code Compliance (Enforcement). However, the Director shall not enforce the requirements of the solar access permit against trees or hedges the owner of which shows were in the ground on the date the application for the solar access permit was filed with the County.

12. SECTION 430 - SPECIAL USE STANDARDS

430-37 Detached Dwelling Unit

430-37.2 Rural

A. In the EFU and AF-20 Districts, a primary dwelling unit customarily provided in conjunction with farm use may be approved when the following standards are met:

(2) Except as permitted in Section 340-4.1 AN. and 344-4.1 AN., there is no other dwelling on the subject tract; and
