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**CITY OF LAKE OSWEGO
Planning Commission Minutes
EXCERPT OF LU 18-0035**

October 22, 2018

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CALL TO ORDER

Chair Rob Heape called the meeting to order at 6:30 p.m. in the Council Chamber of City Hall, 380 A Avenue, Lake Oswego, Oregon.

ROLL CALL

Members present were Chair Rob Heape, Vice Chair Bill Ward and Commissioners Skip Baker, Ed Brockman, Vickie Hansen and Christian Papé. Commissioner Nicholas Sweers was excused. City Councilor Jeff Gudman was also present.

Staff present were Scot Siegel, Planning and Building Services Director; Leslie Hamilton, Senior Planner; Evan Boone, Deputy City Attorney; and Iris McCaleb, Administrative Assistant.

CONTINUED PUBLIC HEARING

Community Development Code Annual 2018 Amendments (LU 18-0035)

A request from the City of Lake Oswego amending Chapter 50 (Community Development Code) to clarify and update various provisions, including increasing setbacks on lots zoned high-density when abutting lots that would be zoned low-density upon annexation, for consistency with the standard for in-city lots; updating Solar Code tree terminology; removing Solar Access Permit; and identifying exemptions from utility undergrounding. *Staff coordinator was Leslie Hamilton, Senior Planner.*

This hearing was continued from October 8, 2018. Chair Heape opened the hearing. Mr. Boone, outlined the applicable criteria and procedures.

Staff Update

Ms. Hamilton, reported that one person had submitted testimony regarding two issues, the first was changing the deadline for submitting testimony from 5:00 p.m. the day of a public hearing to 12:00 p.m. Ms. Hamilton explained that changing the deadline was not curtailing the opportunity for individuals to submit written testimony at the hearing; the earlier deadline was providing more time for staff to assemble testimony for the Commission prior to the hearing. The second issue was a request to change the deadline for written testimony to allow citizens more than two weeks to provide comment. Ms. Hamilton advised that the City required the staff report be available 10 days prior to the public hearing, 3 days earlier than what the State required; the Oregon Revised Statute (ORS) required the staff report to be available 7 days prior to the public hearing. She added that for staff decisions there was a 2 week comment period which matched the ORS.

Ms. Hamilton stated that the Findings, Conclusions and Order had been updated to reflect the written testimony that had been received.

Testimony

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None.

Questions of Staff and Deliberations

Commissioner Baker observed that the public not having enough time to respond to issues seemed to be an ongoing issue and he suggested that it be added to a list of future issues for the Commission to address. Mr. Siegel suggested that the Commission discuss this issue at the goal setting meeting.

Commissioner Baker moved to recommend approval to the City Council of LU 18-0035 and to adopt the Findings, Conclusions and Orders. Commissioner Brockman **seconded** the motion and it **passed 6:0**.