



## CITY OF LAKE OSWEGO Planning Commission Action Minutes Mini-Retreat – May 9, 2019

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**1. CALL TO ORDER**

Chair Heape called the meeting to order at 6:00 p.m. The meeting was held at the Main Fire Station, 300 B Avenue, Lake Oswego, Oregon.

**2. ROLL CALL**

Members present were Chair Rob Heape, Vice Chair Bill Ward and Commissioners Skip Baker, Dave Beckett, Vickie Hansen, Christian Papé. Commissioner Leah Puhlman was excused.

Staff present were Scot Siegel, Director of Planning and Building Services and Erik Olson, Senior Planner.

**3. UPDATES ON GOALS, INITIATIVES AND EXECUTION**

The Planning Commission and Commission for Citizen Involvement met in a mini-retreat format. *Staff coordinator was Scot Siegel, Director of Planning and Building Services.*

Erik Olson, Senior Planner was introduced and the Commission reviewed the progress of their goals for 2019.

Action Items

- Affordable Housing: on hold until House Bill 2001 has been resolved; ask the City Council for direction at that time.
- Implementation of Climate Action Plan: Look at potential of tour with Sustainability Network at the end of May.
- Process Improvements:
  - When concerns/issues not on the agenda are brought to the Commission, hear the concern but don't take any action until the Commission and staff have had an opportunity to get additional information and look into the issue. (Let the commenter know that they will receive a timely response.)
  - Update to Citizen Involvement Guidelines to include clearer direction on role of the Commission for Citizen Involvement particularly in regards to citizen concerns of non-land use issues.

**4. ADJOURNMENT**

There being no other business Chair Heape adjourned the meeting at 6:55 p.m.