



## CITY OF LAKE OSWEGO Planning Commission Action Minutes May 13, 2019

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**1. 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.

**2. ROLL CALL**

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

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

**3. COUNCIL UPDATE**

Councilor John Wendland provided an update on recent Council activities.

**4. CITIZEN COMMENT**

None.

**5. MINUTES**

5.2 March 11, 2019

Commissioner Baker **moved to approve the minutes for March 11, 2019, as written.** Commissioner Beckett **seconded** the motion and it **passed 6:0.**

5.3 April 22, 2019

Commissioner Baker **moved to approve the minutes for April 22, 2019, as written.** Commissioner Beckett **seconded** the motion and it **passed 6:0.**

The draft minutes for February 25, 2019 and April 27, 2019 were deferred until the next meeting.

**6. COMMISSION FOR CITIZEN INVOLVEMENT - GENERAL UPDATES**

Vice Chair Ward announced that the next Mayor and Neighborhood Chairs meeting was scheduled for May 18, 2019.

Carole Ockert, 910 Cumberland Road, Lake Oswego, 97034, Chair of the First Addition Neighbors-Forest Hills Neighborhood Association (FAN-FH NA), spoke of the unavailability of mediation services, as provided in the Citizen Involvement Guidelines. She was making her comments to the Commission for Citizen Involvement (CCI) because she believed that under Lake Oswego Code 12.51.025, the CCI was responsible for implementing the Citizen

1 Involvement Guidelines, including provisions for mediation. She also indicated that she had  
2 sent a letter to the City about her concerns over the lack of available mediation on March 19,  
3 2019 and participated in a two-hour meeting on March 21, 2019 to discuss this. She reported  
4 that since the meeting the only response received was a letter on March 29, 2019, thanking  
5 her for her concerns, but saying nothing about what would next be done regarding mediation.  
6 She stated she felt this treatment was not right.  
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8 Chair Heape stated he would look into her concerns with staff as well as possible  
9 modifications to the Citizen Involvement Guidelines.  
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## 11 **7. FINDINGS, CONCLUSIONS AND ORDER**

### 12 **7.1 Short-Term Rentals (LU 18-0034)**

13 As directed by the Planning Commission on April 22, 2019, staff presented draft Findings,  
14 Conclusions and Order and a revised Ordinance. Staff coordinator was Scot Siegel, Director  
15 of Planning and Building Services.  
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17 Commissioner Baker **moved** to accept the May 13, 2019 draft Findings, Conclusions, and  
18 Order for LU 18-0034. Commissioner Beckett **seconded** the motion.  
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20 Chair Heape asked if there were comments about the motion. Commissioner Beckett stated  
21 that he shared the safety concerns noted by Vice Chair Ward and was also concerned about  
22 the handicap accessibility issues brought up by citizens. Mr. Boone stated that safety issues  
23 and accessibility compliance would be governed by existing codes and that the Building  
24 Department and the Fire Department would enforce those codes. Mr. Boone added that the  
25 City did not include these in any other ordinances. Chair Heape concurred with Mr. Boone's  
26 statements. Commissioner Papé agreed with Commissioner Baker about the safety concerns,  
27 including food safety. Mr. Boone answered that the County Health Department would  
28 administer food safety. Mr. Siegel added that different codes applied to different aspects of  
29 the use and could be triggered by different situations, such as where there was a "change in  
30 use."  
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32 The motion **passed 5:1**, Vice Chair Ward voted no.  
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34 Chair Heape announced that the City Council was scheduled to hold a public hearing and  
35 consider the Planning Commission's recommendation on June 4, 2019, and that this would be  
36 an additional opportunity for citizens to provide testimony.  
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## 38 **8. OTHER BUSINESS**

39 Commissioner Baker reminded the Commission that he was the representative for the  
40 Commission on the Neighborhood Enhancement Program Award Committee and that a  
41 meeting was scheduled for June 3, 2019 to make a recommendations to the City Council. He  
42 stated he would report to the Commission the results of approved projects after Council  
43 considered the Committee's recommendations on July 2.  
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## 45 **9. SCHEDULE REVIEW**

46 Mr. Siegel reviewed the schedule.  
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## 48 **10. ADJOURNMENT**

49 There being no other business, Chair Heape adjourned the meeting at 7:50 p.m.