

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Study Session Worksheet

Presentation Date: January 24, 2012

Approx Start Time: 10:30 **Approx Length:** 30 Minutes

Presentation Title: Creating an Annual Work Plan for Land Use Planning

Department: Administration, Planning

Presenters: Dan Chandler, Mike McCallister

Other Invitees: Barbara Cartmill, Cam Gilmour

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Approval of a process for creating an annual work plan for long range land use planning. If approved, staff would implement an abbreviated process for the next fiscal year, and propose a more thorough process for subsequent years.

EXECUTIVE SUMMARY:

Annual adoption of a work plan for land use planning would:

- Increase efficiency;
- Enhance public participation; and
- Allow the BCC to set land use planning priorities to help achieve a Network of Thriving Communities, as contemplated by the County Strategic Plan

FINANCIAL IMPLICATIONS (current year and ongoing):

This proposed project is a key example of how, through the strategic use of resources, the County may do more with less. We anticipate there will be significant cost efficiencies over time, allowing the County to effectively respond to the needs of the community.

The Planning Department Can Save By Prioritizing and Consolidating Code Changes.

The base cost of a simple text amendment, in staff time and other resources is between \$15,000 and \$20,000. This includes drafting time, hearings, notices and preparation of orders by County Counsel. By planning ahead to consolidate non-controversial amendments, the county can effectively receive two or three for the price of one.

The cost of a controversial proposal, with a high level of public participation, could exceed \$200,000.

The County Can Save By Limiting Codification to One or Twice Per Year.

Currently, on the effective date of each text amendment, the County rewrites the code to "codify" the amendments. This is a staff-intensive process, and results in duplicated effort.

With a formal work plan process, the county can cut this process back to once a year.

An Annual Cleanup Ordinance Can Lessen Time Spent on Appeals and Facilitate Development.

Currently, Clackamas County has code provisions that LUBA has determined don't reflect the county's actual intent, or that may have been rendered superfluous by other code changes. One portion of the annual work plan would likely be a cleanup ordinance. The State Office of Legislative Counsel does a similar cleanup bill during most legislative sessions. This would lessen the time that the county, and more importantly the public, spend resolving those issues on a case-by-case basis.

LEGAL/POLICY REQUIREMENTS:

Annual long range planning work plans are effectively mandatory in Washington County (by county charter) and in Washington State (by statute). While an annual plan is not mandatory for Clackamas County; on balance, annual planning programs work well for reasons set forth in the attached memorandum.

Most full legislative sessions result in changes to state statutes, which should (sometimes must) be reflected in changes to the County Zoning and Development Ordinance. An annual work plan will allow the county to plan for those changes, and potentially consolidate them with other non-controversial amendments.

PUBLIC/GOVERNMENTAL PARTICIPATION:

The proposed work plan program would provide increased opportunities for the public and all of the county's partners to participate in the planning process through more involvement in deciding *what* the County is going to do.

OPTIONS:

1. Direct staff to work toward preparation of an annual land use planning work program for Fiscal Year 2012/13, and a more detailed program for subsequent years.
2. Direct staff to continue with the current system.

Fiscal Impact Form

RESOURCES:

Is this item in your current work plan and budget?

- YES
 NO

Each year's work plan will be incorporated in the annual budget.

START-UP EXPENSES AND STAFFING (if applicable):

There will be some expenses involved in creating each year's work plan. However, this work can be combined with existing efforts at budgeting and creation of the informal work plan for each year.

ONGOING OPERATING EXPENSES/SAVINGS AND STAFFING (if applicable):

As detailed above, we anticipate that the annual work plan process will ultimately allow the county to be more efficient in processing plan and text amendments. There will be some expense involved in the additional outreach for each year's plan. However, staff believes those costs will be offset by the time saved through consolidating efforts.

ANTICIPATED RESULTS:

More efficient and effective use of Planning Department and Public resources, and over time, maintenance of an updated and coordinated Zoning and Development Ordinance.

COSTS & BENEFITS:

Costs:							
	Item	Hours	Start-up Capital	Other Start-up	Annual Operations	Annual Capital	TOTAL
Total Start-up Costs							
Ongoing Annual Costs							
Benefits/Savings:							
	Item	Hours	Start-up Capital	Other Start-up	Annual Operations	Annual Capital	TOTAL
Total Start-up Benefit/Savings							
Ongoing Annual Benefit/Savings							