

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Study Session Worksheet

Presentation Date: 3/27/13 **Approximate Start Time:** 11:30 **Approximate Length:** 30 minutes

Presentation Title: Planning and Zoning Division Annual Work Program

Department: Department of Transportation and Development, Planning and Zoning Division

Presenters: Cam Gilmour, DTD Director
Mike McCallister, Planning Director
Dan Chandler, Strategic Policy Administrator

Other Invitees: Barb Cartmill, Deputy DTD Director

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Staff requests the Board adopt by resolution the Planning and Zoning Division's 2013-2014 Annual Work Program.

EXECUTIVE SUMMARY:

The Planning and Zoning Division would like to formalize adoption of the annual long range planning work program with the BCC. This will achieve certainty in the division's work, allow for better management of staff resources, and provide a means for the public, the Planning Commission and the Board of Commissioners to set the County's priorities for code amendments and long range planning projects for each fiscal year.

As part of each year's work plan, we are implementing a five-year audit of the Zoning and Development Ordinance. Our goals are to streamline the code, eliminate unnecessary provisions and streamline the review process.

This work program only includes the list of "projects" It does not identify the division's other programs and responsibilities, including processing land use applications, providing public service functions in the permits lobby, intergovernmental coordination, staffing for projects in other divisions and other day-to-day activities.

Attached is the 5-Year Work Plan and the proposed 2013-2014 Annual Work Program. A copy of the 2012-2013 work program which includes Phase 1 (highlighted by a review of urban industrial zoning districts) of the 5-year audit, as well as six other projects is also attached. A status update of each project is included.

FINANCIAL IMPLICATIONS:

The projects identified in the Annual Work Program are included in the Planning and Zoning Division's 2013-2014 proposed budget. No new funding is sought. However, some of the projects are predicated on current staffing levels, which may change during the budget year.

The amendments to the Zoning and Development Ordinance included in the annual work program are matters of public concern and participation and include consideration by both the Planning Commission and the Board. The staff cannot predict the outcome of any proposed amendment package. However, at this point, staff has not identified any increased costs to the public or to business that will result from the proposed projects.

LEGAL/POLICY REQUIREMENTS:

The adoption of the annual work program is not subject to any legal standards. All the projects identified in the work program will be processed under normal regulatory and public outreach protocols. Study sessions with the Planning Commission and BCC will be requested where policy direction is needed to pursue each project.

From a policy perspective, the Board can decide to add or delete projects from the work program. Additions would require an analysis of the staffing and fiscal implications.

PUBLIC/GOVERNMENTAL PARTICIPATION:

The work program was established through outreach and division analysis. Last fall, the Planning and Zoning Division solicited feedback on potential projects from the Planning Commission, Community Planning Organizations, Hamlets, Villages, and county departments with an identified interest in land use issues.

In the near future, the Planning and Zoning Division will be formalizing a more formal public process to review and adopt an annual work program. The Planning Commission would then review the work program through a public hearing or work session and forward a recommendation to the BCC. The BCC would review the Planning Commission recommendation and adopt a work program in January or February of each year. That work program would then be used in subsequent budget discussions to identify needed funding and staffing resources.

OPTIONS:

1. Adopt the Annual Work Program.
2. Amend the Annual Work Program to add or delete specific projects.

RECOMMENDATION:

The Planning and Zoning Division respectfully requests the BCC adopt the 2013-2014 Annual Work Program as presented.

ATTACHMENTS:

Planning and Zoning Division Annual Work Program 2012-2013
Draft Planning and Zoning Division Annual Work Program 2013-2014
Draft Planning and Zoning Division 5-Year Work Plan

SUBMITTED BY:

Division Director/Head Approval _____
Department Director/Head Approval *Sam Gilman*
County Administrator Approval _____

For information on this issue or copies of attachments, please contact Mike McCallister @ 503-742-4522.

Planning and Zoning Division 5-Year Work Plan
2012-2017
(Updated 3-19-2013)

PROJECT DESCRIPTION: 5 Year Audit of the Comprehensive Plan and ZDO		
ORIGIN SOURCE	FUNDING SOURCE	PROJECT SUMMARY
<p>Planning and Zoning Division / Strategic Policy Administration</p>	<p>General Fund</p>	<p>The 5 Year Audit includes:</p> <p>2012/2013: Establish a new numbering system for the Comprehensive Plan. Repeal/amend obsolete and conflicting provisions of the Comprehensive Plan. Update and standardize existing Comprehensive Plan maps. Develop tables of allowed uses in various classes of zoning districts. Consolidate, simplify and revise industrial zones. Complete annual housekeeping and natural resource zoning district updates.</p> <p>2013/2014: Consolidate, simplify and revise commercial and multi-family zones. Consider adoption of a new commercial planned development ordinance or revision to existing related provisions. Evaluate and refine application processing standards. Review and amend the Parks standards in the Plan and ZDO, with emphasis on resolving conflicts between those standards and the North Clackamas Parks and Recreation District's master plan. Complete annual housekeeping and natural resource zoning district updates.</p> <p>2014/2015: Consolidate, simplify and revise single family residential zones, development standards (excluding environmentally sensitive area and natural hazards standards) and special use standards. Complete annual housekeeping and natural resource zoning district updates.</p> <p>2015/2016: Consolidate, simplify and revise environmentally sensitive area and natural hazards development standards and overlay zones. Complete annual housekeeping and natural resource zoning district updates.</p> <p>2016/2017: Consolidate all of the County's</p>

		discretionary development review provisions into the Zoning and Development Ordinance. Complete annual housekeeping and natural resource zoning district updates.
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------

Annual Work Plan
2012-2013

PROJECT DESCRIPTION: Phase One of a 5 Year Audit of the Comprehensive Plan and Zoning and Development Ordinance

ORIGIN SOURCE	FUNDING SOURCE	<u>PROJECT SUMMARY</u>
Planning and Zoning Division	General Fund	<ol style="list-style-type: none"> 1. Codify the Comprehensive Plan (i.e. renumber it appropriately). 2. Repeal/amend obsolete and conflicting Comprehensive Plan provisions. 3. Review all Comprehensive Plan maps to modernize and standardize. 4. Create a Table of Uses for each category of zoning district (i.e. commercial, industrial, and residential). First emphasis is industrial districts. 5. Consolidate, simplify and revise industrial zoning district provisions. 6. Complete annual housekeeping and natural resource zoning district updates. 7. Evaluate and consider changes to the structure and organization of the ZDO. <p>Required Action:</p> <p>Comprehensive Plan: Research, renumber and amend text, recreate/refine existing maps</p> <p>ZDO: Research, create tables of uses, amend text</p> <p>Estimated Completion Date: June 2013</p>

PROJECT DESCRIPTION: Rural City Population Coordination

<p>ORIGIN SOURCE</p> <p>Planning & Zoning Division</p>	<p>FUNDING SOURCE</p> <p>Technical Assistance Grant (\$40,000)</p>	<p>PROJECT SUMMARY</p> <p>Population coordination and allocation between Clackamas County and 5 rural cities (Canby, Barlow, Estacada, Molalla & Sandy). Population coordination required by law. Grant requires work to be completed by March 2013. Include related updates of Comprehensive Plan Maps IV-6 and IV-7; coordinate with other maps in Comprehensive Plan Chapters 4 and 10. Include review of urban reserve area mapping for Sandy and Portland Metropolitan area, as well as other cities.</p> <p>Required Action: Comprehensive Plan Text and Map Amendments.</p> <p>Estimated Completion Date: April 2013.</p>
-------------------------------------------------------------------	---------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

PROJECT DESCRIPTION: Eagle Landing / Planned Mix Use Map and Text Amendments

<p>ORIGIN SOURCE</p> <p>Eagle Landing Developer</p>	<p>FUNDING SOURCE</p> <p>Developer / Application Fees</p>	<p>PROJECT SUMMARY</p> <p>1. Create a new Planned Mixed Use Zoning Ordinance to apply to the Eagle Landing area in coordination with a similar effort completed by the City of Happy Valley.</p> <p>2. Comprehensive Plan Map Amendment from Regional Center High Density Residential, High Density Residential and Planned Community Use to Planned Mixed Use. Corresponding Zone Change from RCHDR, HDR and OSM to PMU6. Map amendments to the Clackamas Regional Center Boundary.</p> <p>The second phase of this amendment package is nearing completion with a BCC hearing scheduled for August 1, 2012. Formal ordinance adoption will follow if preliminary approval is granted by the BCC.</p> <p>Required Action: Comprehensive Plan Map and Text Amendments and ZDO Amendment.</p>
------------------------------------------------------------	------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		Project Completed: September 2012.
--	--	-------------------------------------------

PROJECT DESCRIPTION: Mulino Hamlet Guidelines and Development Standards

ORIGIN SOURCE	FUNDING SOURCE	PROJECT SUMMARY
Planning and Zoning Division / Mulino Hamlet	General Fund	<p>Adopt Rural Commercial Design Guidelines and Development Standards for the Mulino Hamlet based on the Mulino Hamlet Community Plan.</p> <p>Required Action: Comprehensive Plan and ZDO Text Amendments.</p> <p>Completion Date: As of August 28, 2012 no additional work will be completed on this project due to the lack of support from property and business owners in the affected area.</p>

PROJECT DESCRIPTION: Comprehensive Plan and ZDO Text Amendment

ORIGIN SOURCE	FUNDING SOURCE	PROJECT SUMMARY
Office of Sustainability	Office of Sustainability	<p>Zoning and Development Ordinance and Comprehensive Plan amendments to update definitions and policies, provide opportunities for, and amend siting and operational standards for various types of solid waste disposal and recycling facilities. File No. ZDO-233</p> <p>This amendment package has been reviewed by the Planning Commission and was scheduled for hearing before the BCC on September 13, 2012. That hearing has been postponed indefinitely.</p> <p>Required Action: Comprehensive Plan and ZDO Text Amendments</p> <p>Estimated Completion Date: May be completed in part by June 2013. Any remaining tasks to be considered as part of the 2013-2014 work program</p>

PROJECT DESCRIPTION: General Goal 5 Work (Environmental Regulations and Overlays)

ORIGIN SOURCE	FUNDING SOURCE	PROJECT SUMMARY
<p>Planning and Zoning Division</p>	<p>General Fund</p>	<p>Revisit Statewide Planning Goal 5 and related environmental overlay zones to consider eliminating redundancies and ineffective standards and processes. Consider coordinating with Oregon Dept. of Forestry to regulate forest practices in stream and wetland buffers. Consider overhauling Open Space provisions in the Comprehensive Plan and ZDO.</p> <p>Required Action: Research and Coordination with Stakeholders</p> <p>Estimated Completion Date: Ongoing through 5 Year Plan and ZDO Audit. May culminate in proposed text amendments.</p>

PROJECT DESCRIPTION: Adopt Mass Gathering and Event Code

ORIGIN SOURCE	FUNDING SOURCE	PROJECT SUMMARY
<p>Planning and Zoning Division</p>	<p>General Fund</p>	<p>Adopt a new code to address outdoor mass gatherings and events.</p> <p>Required Action: Amendment to Clackamas County Code</p> <p>Estimated Completion Date: June 2013</p>

Proposed Annual Work Plan
Year 2 of Five Year Audit
2013-2014

PROJECT DESCRIPTION: Update and Amend Commercial and Multifamily Zoning Districts		
<p>ORIGIN SOURCE</p> <p>Planning and Zoning Division</p>	<p>FUNDING SOURCE</p> <p>General Fund</p>	<p><u>PROJECT SUMMARY</u></p> <p>1. Consolidate, simplify and revise commercial and multifamily zoning districts.</p> <p>2. Consider adoption of a new commercial planned development ordinance or revision to existing provisions.</p> <p>3. Create a Table of Uses for each category of zoning district (i.e. commercial, multifamily)</p> <p>4. Review and revise as necessary development and dimensional standards.</p> <p>Required Action:</p> <p>Comprehensive Plan: Amend applicable policies.</p> <p>ZDO: Research, create tables of uses, amend text</p> <p>Estimated Completion Date: June 2014</p>
PROJECT DESCRIPTION: Review and Amend the Parks Standards in the Plan and ZDO.		
<p>ORIGIN SOURCE</p> <p>North Clackamas Parks and Recreation District</p>	<p>FUNDING SOURCE</p> <p>General Fund</p>	<p>PROJECT SUMMARY</p> <p>1. Update the Comprehensive Plan policies and resolve conflicts between those standards and the North Clackamas Parks and Recreation District Master Plan.</p> <p>2. Update park provisions in the ZDO as applicable.</p> <p>Required Action: Comprehensive Plan Text and possible ZDO text amendments.</p>

		Estimated Completion Date: June 2014.
PROJECT DESCRIPTION: Complete Annual Housekeeping Amendments to the ZDO		
ORIGIN SOURCE Planning and Zoning Division	FUNDING SOURCE General Fund	PROJECT SUMMARY Identify and complete priority housekeeping amendments to the ZDO. Required Action: ZDO text amendments. Estimated Completion Date: June 2014.
PROJECT DESCRIPTION: Natural Resource Zoning District Updates		
ORIGIN SOURCE Planning and Zoning Division	FUNDING SOURCE General Fund	PROJECT SUMMARY Update Natural Resource Zoning Districts to incorporate new law adopted in 2013 legislative session and other housekeeping amendments. Required Action: ZDO Text Amendments. Estimated Completion Date: December 2013
PROJECT DESCRIPTION: General Goal 5 Work (Environmental Regulations and Overlays)		
ORIGIN SOURCE Planning and Zoning Division	FUNDING SOURCE General Fund	PROJECT SUMMARY Revisit Statewide Planning Goal 5 and related environmental overlay zones to consider eliminating redundancies and ineffective standards and processes. Consider coordinating with Oregon Dept. of Forestry to regulate forest practices in stream and wetland buffers. Consider overhauling Open Space provisions in the Comprehensive Plan and ZDO. Required Action: Research and Coordination with Stakeholders Estimated Completion Date: Ongoing through 5 Year Plan and ZDO Audit. May culminate in proposed text amendments.