

# Minutes

City of Molalla **Planning Department**

June 15, 2010

## Call to Order

Chairperson Dick Miller called the meeting to order of the Planning Commission at 6:03pm on June 15, 2010 at Molalla City Hall.

## Roll Call

### Planning Commissioners:

Chairperson Dick Miller, Commissioner Bob Trexler, Commissioner Roger Gates, Commissioner Bill Hood, and Commissioner Jerome Beattie

### Absent

Vice Chairperson Harry Ruth and Commissioner Deborah Rogge, Ex-Officio Christine Dublin (medical leave), and Ex-Officio Mary Lynn Jacob

## Staff

Shane Potter Planning Director

## Approval of Prior Minutes

No prior minutes were needed to approve

## Public Comment

NONE

## Public Hearings

NONE

## Old Business

PD Potter updated the board on the process and implementing of the new code. There are some problems with the code which are being tracked.

PD Potter updated the board on the current process of the Planning Phase I. Currently application has been made to Clackamas County and we are awaiting comments back from the county. The application was submitted on May 19, 2010.

PD Potter briefly talked about the need to begin the planning process for Phase II. PD Potter further explained the need to prepare a strategic plan to address this phase of planning. The board wanted to see a draft strategic plan by July's meeting if possible. PD Potter expressed that he would try to have it completed by this meeting. If this was possible the board could have comments turned

back in by August 10, 2010 and a working strategic plan could be in place as early as September of 2010.

### New Business

PD Potter provided an overview of the parks strategic plan and requested that the board provide comments on the strategic plan. The board agreed to make comments and provide them to the PD at the July 13, 2010 meeting.

PD Potter discussed with the board the need to study the code since they have review authority and will hear most appeals.

PD Potter explained that he is working on putting together a strategic plan for Phase II and will attempt to have a rough draft for their review by the July meeting.

PD Potter requested training using a scenario where the PC would write a report. This will help them become more familiar with the code. At the July 13, 2010 meeting the group would like me to go over the pretend application with them and provide a sample report to them. The board will then use that as an example to go by. The board will have their "mock" reports to me no later than August 10, 2010 which will be reviewed at the meeting on August 14, 2010.

### Upcoming Meetings

The board discussed that beginning in July they would return to their monthly meetings occurring on the 2nd Tuesday of the month. The board did discuss the desire to add additional dates to get through some work loads.

The board set a couple of future meeting dates:

- July 13, 2010 - 6pm at Molalla City Hall
- August 14, 2010 - 8am - 12pm board meeting to go over the responses to the "mock" application review.

### To Do Items

- Get each one of the members a copy of the new code.
- Put together a "mock" application for the board.

### Adjournment

Chairperson Miller adjourned the meeting at 7:48pm.