NOTICE OF ADOPTED AMENDMENT

11/05/2012

TO: Subscribers to Notice of Adopted Plan
or Land Use Regulation Amendments

FROM: Plan Amendment Program Specialist

SUBJECT: Washington County Plan Amendment
DLCD File Number 013-12

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. A Copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office.

Appeal Procedures*

DLCD ACKNOWLEDGMENT or DEADLINE TO APPEAL: Friday, November 16, 2012

This amendment was submitted to DLCD for review prior to adoption pursuant to ORS 197.830(2)(b) only persons who participated in the local government proceedings leading to adoption of the amendment are eligible to appeal this decision to the Land Use Board of Appeals (LUBA).

If you wish to appeal, you must file a notice of intent to appeal with the Land Use Board of Appeals (LUBA) no later than 21 days from the date the decision was mailed to you by the local government. If you have questions, check with the local government to determine the appeal deadline. Copies of the notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR Chapter 661, Division 10). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

*NOTE: The Acknowledgment or Appeal Deadline is based upon the date the decision was mailed by local government. A decision may have been mailed to you on a different date than it was mailed to DLCD. As a result, your appeal deadline may be earlier than the above date specified. NO LUBA Notification to the jurisdiction of an appeal by the deadline, this Plan Amendment is acknowledged.

Cc: Anne Elvers, Washington County
Jon Jinings, DLCD Community Services Specialist
Anne Debaut, DLCD Regional Representative

<pa>YA
Form 2

DLCD

Notice of Adoption

This Form 2 must be mailed to DLCD within 5-Working Days after the Final Ordinance is signed by the public Official Designated by the jurisdiction and all other requirements of ORS 197.615 and OAR 660-018-000

Jurisdiction: Washington County
Date of Adoption: 10/23/2012
Local file number: Ordinance No. 756
Date Mailed: 10/26/2012

Was a Notice of Proposed Amendment (Form 1) mailed to DLCD? ☒ Yes ☐ No Date: 7/20/2012
☐ Comprehensive Plan Text Amendment
☐ Land Use Regulation Amendment
☐ New Land Use Regulation
☐ Other:

Summarize the adopted amendment. Do not use technical terms. Do not write “See Attached”.

A-Engrossed Ordinance No. 756 adds new Community Development Code (CDC) Section 217 DIRECTOR'S INTERPRETATION. Section 217 establishes a Type II procedure for providing further interpretation of CDC terms and phrases, addressing new uses not provided for in the CDC, making determinations of similar uses and determining conformity of properties through Development and Property Information requests.

Does the Adoption differ from proposal? Yes, Please explain below:

Engrossment of Ordinance No. 756 included: a requirement to send public notice to all Citizen Participation Organizations (CPOs) when a Director’s Interpretation request does not involve a specific property; clarification of the purpose of Director’s Interpretations; and wordsmith and numbering changes.

Plan Map Changed from: N/A to: N/A
Zone Map Changed from: N/A to: N/A
Location: N/A
Acres Involved: N/A

Specify Density: Previous: N/A New: N/A

Applicable statewide planning goals:

Was an Exception Adopted? ☐ YES ☒ NO

Did DLCD receive a Notice of Proposed Amendment...

35-days prior to first evidentiary hearing? ☒ Yes ☐ No
If no, do the statewide planning goals apply? ☐ Yes ☒ No
If no, did Emergency Circumstances require immediate adoption? ☐ Yes ☒ No

DLCD file No. 013-12 (19430) [17225]
Please list all affected State or Federal Agencies, Local Governments or Special Districts:
Washington County, Metro

Local Contact: Anne Elvers, Senior Planner
Address: 155 N. First Ave, Ste. 350
City: Hillsboro Zip: 97124-
Phone: (503) 846-3833 Extension: 846-2908
Fax Number: 503-846-2908
E-mail Address: anne_elvers@co.washington.or.us

ADOPTION SUBMITTAL REQUIREMENTS
This Form 2 must be received by DLCD no later than 5 working days after the ordinance has been signed by the public official designated by the jurisdiction to sign the approved ordinance(s) per ORS 197.615 and OAR Chapter 660, Division 18

1. This Form 2 must be submitted by local jurisdictions only (not by applicant).
2. When submitting the adopted amendment, please print a completed copy of Form 2 on light green paper if available.
3. Send this Form 2 and one complete paper copy (documents and maps) of the adopted amendment to the address below.
4. Submittal of this Notice of Adoption must include the final signed ordinance(s), all supporting finding(s), exhibit(s) and any other supplementary information (ORS 197.615).
5. Deadline to appeals to LUBA is calculated twenty-one (21) days from the receipt (postmark date) by DLCD of the adoption (ORS 197.830 to 197.845).
6. In addition to sending the Form 2 - Notice of Adoption to DLCD, please also remember to notify persons who participated in the local hearing and requested notice of the final decision. (ORS 197.615).
7. Submit one complete paper copy via United States Postal Service, Common Carrier or Hand Carried to the DLCD Salem Office and stamped with the incoming date stamp.
8. Please mail the adopted amendment packet to:

ATTENTION: PLAN AMENDMENT SPECIALIST
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT
635 CAPITOL STREET NE, SUITE 150
SALEM, OREGON 97301-2540

9. Need More Copies? Please print forms on 8½ -1/2x11 green paper only if available. If you have any questions or would like assistance, please contact your DLCD regional representative or contact the DLCD Salem Office at (503) 373-0050 x238 or e-mail plan.amendments@state.or.us.

http://www.oregon.gov/LCD/forms.shtml
Updated December 30, 2011
AGENDA

WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Land Use & Transportation; County Counsel (CPO All)

Agenda Title: PROPOSED A-ENGROSSED ORDINANCE NO. 756 – AN ORDINANCE ADDING NEW SECTION 217 DIRECTOR’S INTERPRETATION TO THE COMMUNITY DEVELOPMENT CODE

Presented by: Andrew Singelakis, Director of Land Use & Transportation; Alan Rappleyea, County Counsel

SUMMARY:
A-Engrossed Ordinance No. 756 proposes to add new Community Development Code (CDC) Section 217 DIRECTOR’S INTERPRETATION. Proposed Section 217 would establish a Type II procedure for further interpretation of CDC terms and phrases, addressing uses not provided for in the CDC, making determinations of similar uses, and determining conformity of properties through Development and Property Information requests. A-Engrossed Ordinance No. 756 is posted on the county’s land use ordinance web page at the following link:

http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/2012-land-use-ordinances.cfm

The Board conducted the first public hearing for Ordinance No. 756 on October 2. At the hearing, the Board ordered engrossment of the ordinance to implement staff’s recommendation to 1) add clarifying language to the Purpose section, 2) modify notice requirements and 3) make various wordsmith and numbering changes. The Board continued the hearing to October 16 for the first required public hearing for the engrossed ordinance. The October 23 hearing is the final required public hearing for A-Engrossed Ordinance No. 756.

The staff report for the October 23 hearing will be provided to the Board prior to the hearing, posted on the above land use ordinance web page prior to the hearing and copies of the report will be available at the Clerk’s desk.

Consistent with Board policy, testimony about the ordinance is limited to two minutes for individuals and five minutes for a representative of a group.

DEPARTMENT’S REQUESTED ACTION:
Read A-Engrossed Ordinance No. 756 by title only and conduct the third public hearing. At the conclusion of the hearing, adopt A-Engrossed Ordinance No. 756.

COUNTY ADMINISTRATOR’S RECOMMENDATION:
I concur with the requested action.

ADOPTED

Agenda Item No. 3.b.
Date: 10/23/12
The Board of County Commissioners of Washington County, Oregon ("Board") ordains as follows:

SECTION 1


B. Subsequent planning efforts of Washington County indicate there is much value, and need, to establish new Community Development Code provisions that would allow for a Director's Interpretation process to address new land uses, interpret words and phrases contained in the Community Development Code, and provide property-specific determinations. On October 2, 2012, at the first public hearing for Ordinance 756, the Board ordered engrossment to implement
staff's recommendation to (1) add clarifying language to the Purpose section, (2) modify notice requirements, and (3) make various wordsmith and numbering changes. These changes to Ordinance 756 are as depicted in this section and on the attached Exhibit 1 of this ordinance. The Board takes note that such changes are for the welfare and benefit of the residents of Washington County, Oregon.

C. Under the provisions of Washington County Charter Chapter X, the Department of Land Use and Transportation has carried out its responsibilities, including preparation of notices, and the County Planning Commission has conducted one or more public hearings on the proposed amendments and has submitted its recommendations to the Board. The Board finds that this Ordinance is based on those recommendations and any modifications made by the Board are a result of the public hearings process;

D. The Board finds and takes public notice that it is in receipt of all matters and information necessary to consider this Ordinance in an adequate manner, and finds that this Ordinance complies with the Statewide Planning Goals, the standards for legislative plan adoption as set forth in Chapters 197 and 215 of the Oregon Revised Statutes, the Washington County Charter, the Washington County Community Development Code, and the Washington County Comprehensive Plan.

SECTION 2

Exhibit 1 (3 pages), attached hereto and incorporated herein by reference, is hereby adopted as amendments to the Community Development Code as follows:

A. Page 1: Section 204, NOTICE OF TYPE I, II OR III DEVELOPMENT ACTIONS:

   Section 204-3 Type II Actions; and

SECTION 3

All other Comprehensive Plan provisions that have been adopted by prior ordinance, which are not expressly amended or repealed herein, shall remain in full force and effect.

SECTION 4

All applications received prior to the effective date shall be processed in accordance with ORS 215.427.

SECTION 5

If any portion of this Ordinance, including the exhibit, shall for any reason be held invalid or unconstitutional by a body of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.

SECTION 6

The Office of County Counsel and Department of Land Use and Transportation are authorized to prepare planning documents to reflect the changes adopted under Section 2 of this Ordinance, including deleting and adding textual material and maps, renumbering pages or sections, and making any technical changes not affecting the substance of these amendments as necessary to conform to the Washington County Comprehensive Plan format.

SECTION 7

This Ordinance shall take effect thirty (30) days after adoption.
ENACTED this 23 day of October, 2012, being the 3rd reading and 3rd public hearing before the Board of County Commissioners of Washington County, Oregon.

BOARD OF COUNTY COMMISSIONERS FOR WASHINGTON COUNTY, OREGON

ADOPTED

CHAIRMAN

RECORDING SECRETARY

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<tr>
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VOTE: Aye: Duyck, Schouten, Rogers, Terry
Recording Secretary: Ana Noyola

Nay: ________________________________
Date: October 23, 2012
Amend Community Development Code Section 204 NOTICE OF TYPE I, II OR III DEVELOPMENT ACTIONS as shown below:

* * *

204-3 Type II Actions

204-3.1 A public notice of pending review shall be mailed to:

A. The applicant or representative and owners of the subject property;

B. All property owners of record:

(1) Within five hundred (500) feet of the subject property in the Urban area; or

(2) Within one thousand (1000) feet of the subject property in the Rural area.

(3) When an access management plan is proposed, property owners within the study area defined in 501-8.5 C (3)(a); or

(4) When airport-related development is proposed on property within a Public or Private Use Airport Overlay District, property owners within the associated Airport Safety Overlay District, or Airport Safety and Land Use Compatibility Overlay District (whichever is applicable).

C. The recognized Citizen Participation Organization in which subject property is located. When a Director's Interpretation application submitted pursuant to Section 217 does not involve a specific property, public notice of pending review shall be provided to all Citizen Participation Organizations;

* * *

Add to the Community Development Code new Section 217 DIRECTOR'S INTERPRETATION as shown below:

217 DIRECTOR'S INTERPRETATION

217-1 Purpose

The purpose of the Director's Interpretation is to address uses that are not explicitly provided for in this Code, to provide further interpretation of terms or phrases within this Code, make initial determinations of conformity through a Development and Property Information (DPI) request, and provide guidance and documentation for future application of this Code.
In addition to this interpretation process, interpretations can be made by the Board pursuant to Resolution and Order 98-35. Revisions to public policy shall not be made through Board or Director’s Interpretations of this Code. Policy revisions shall be considered through a Type IV legislative process as described in Section 202-4. Director’s Interpretations shall be used to provide guidance for consistent application of Code standards. For Type II applications on appeal and Type III applications, the Hearings Officer may consider the Director’s Interpretation and may use and incorporate the interpretation into its findings.

217-2 Applicability

The Director shall have the initial authority and responsibility to interpret all terms, provisions, and requirements of this Code.

217-3 Procedure

217-3.1 A Director’s Interpretation may be initiated by:

A. The Director;

B. A property owner or property owner’s representative where an interpretation specific to that owner's property is requested; or

C. Any person to obtain an interpretation of specific terms within this Code where the terms and its interpretation are unrelated to specific property.

217-3.2 An application for a Director’s Interpretation shall be processed as a Type II procedure in accordance with Section 202-2.1 and 202-2.2 of this Code.

217-3.3 Notice of a Director’s Interpretation shall be provided as set forth in Section 202-2.3 for an interpretation involving a specific property only.

217-3.4 Public notice of pending review of a Director’s Interpretation shall be provided to all Citizen Participation Organizations (CPOs) as set forth in Section 204-3.1 C. of this Code for an interpretation that does not involve a specific property. Notice of decision shall be provided to all CPOs as set forth in Section 204-3.4 of this Code.

217-3.5 The Director may reject an application for a Director’s Interpretation if:

A. The Director determines that the question presented can be decided in conjunction with a pending land use application, plan amendment, or land use permit; or

B. The Director determines that there is a compliance case pending in which the same issue will be decided.

217-3.6 When the Director determines that an application shall not be accepted, the fee submitted will be returned to the applicant less a processing fee.
217-3.7 The Director's decision to accept or not accept an application under Section 217 shall be the County's final decision.

217-3.8 The Review Authority may impose conditions on the Director's Interpretation.

217-3.9 Appeals shall be processed in accordance with Section 209 of this Code and shall be to the Hearings Officer.

217-4 Application Requirements

217-4.1 An application for a Director's Interpretation shall be submitted when one or more of the following apply:

A. The owner of the property or the property owner's representative is requesting an interpretation relating to the use of the owner's property.

B. A request has been made to the Director to provide a Development & Property Information (DPI) determination.

C. The interpretation of a specific term or terms within this Code is requested.

D. A determination of a similar use is requested.

217-4.2 An application shall be submitted on a form provided by the Director along with all application fees and evidence that a pre-application meeting has been held.

217-5 Determination of Similar Uses

When making determination of a similar use, the proposed use subject to the interpretation must be substantially similar to a use currently identified in the applicable district or in other sections of this Code.

217-6 Expiration

A Director's Interpretation shall not expire unless superseded by a subsequent Director's Interpretation or change to this Code.
AGENDA
WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Action – Land Use & Transportation (CPO All)

Agenda Title: ADOPT FINDINGS FOR A-ENGROSSED ORDINANCE NO. 756

Presented by: Andrew Singelakis, Director of Land Use & Transportation

SUMMARY:

A-Engrossed Ordinance No. 756 proposes to add new Community Development Code (CDC) Section 217 DIRECTOR’S INTERPRETATION. Proposed Section 217 would establish a Type II procedure for further interpretation of CDC terms and phrases, addressing uses not provided for in the CDC, making determinations of similar uses, and determining initial conformity of properties through Development and Property Information requests.

As required by ORS 197.615, post acknowledgment comprehensive plan amendments (e.g., amendments made to the County’s Comprehensive Plan after it was acknowledged by the State Department of Land Conservation and Development as complying with the Statewide Planning Goals) must be accompanied by findings setting forth the facts and analysis showing that the amendments are consistent with the applicable Statewide Planning Goals, Oregon Revised Statutes, State Administrative Rules and the applicable provisions of Washington County’s Comprehensive Plan. Additionally, as required by Title 8 of Metro’s Urban Growth Management Functional Plan, any amendment to a comprehensive plan or implementing ordinance shall be consistent with the requirements of the Functional Plan.

Attached is the Resolution and Order to adopt the findings for A-Engrossed Ordinance No. 756. The proposed findings will be provided to the Board prior to the hearing and will also be available at the Clerk’s desk.

Attachment: Resolution and Order

DEPARTMENT’S REQUESTED ACTION:

Adopt the findings for A-Engrossed Ordinance No. 756 and authorize the Chair to sign the Resolution and Order memorializing the action.

COUNTY ADMINISTRATOR’S RECOMMENDATION:

I concur with the requested action.

Agenda Item No. 4.b.
Date: 10/23/12
IN THE BOARD OF COUNTY COMMISSIONERS
FOR WASHINGTON COUNTY, OREGON

In the Matter of Adopting Legislative Findings in Support of A-Engrossed Ordinance No. 756 ) RESOLUTION AND ORDER ) No. 12-86

This matter having come before the Washington County Board of Commissioners at its meeting of October 23, 2012; and

It appearing to the Board that the findings contained in Exhibit "A" summarize relevant facts and rationales with regard to compliance with the Statewide Planning Goals, Oregon Revised Statutes and Administrative Rules, Washington County’s Comprehensive Plan, and titles of Metro’s Urban Growth Management Functional Plan relating to A-Engrossed Ordinance No. 756; and

It appearing to the Board that the findings attached as Exhibit “A” constitute appropriate legislative findings with respect to the adopted ordinance; and

It appearing to the Board that the Planning Commission, at the conclusion of its public hearing on September 5, 2012, made a recommendation to the Board, which is in the record and has been reviewed by the Board; and

It appearing to the Board that, in the course of its deliberations, the Board has considered the record which consists of all notices, testimony, staff reports, and correspondence from interested parties, together with a record of the Planning Commission’s proceedings, and other items submitted to the Planning Commission and Board regarding this ordinance; it is therefore,

RESOLVED AND ORDERED that the attached findings in Exhibit “A” in support of A-Engrossed Ordinance No. 756 are hereby adopted.

DATED this 23rd day of October, 2012.

DUYCK
SCHOUTEN
MALINOWSKI
ROGERS
TERRY

A YE NAY ABSENT

APPROVED AS TO FORM.

BOARD OF COUNTY COMMISSIONERS FOR WASHINGTON COUNTY, OREGON

Chairman

Recording Secretary

Assistant County Counsel
For Washington County, Oregon
GENERAL FINDINGS

A-Engrossed Ordinance No. 756 adds new Section 217 Director’s Interpretation to the Community Development Code (CDC). Section 217 establishes a Type II procedure for providing further interpretation of CDC terms and phrases, addressing uses not provided for in the CDC, making determinations of similar uses, and determining initial conformity of properties through Development and Property Information requests.

Because the ordinance would make changes that do not affect compliance with Oregon’s Statewide Planning Goals (Goals), it is not necessary for these findings to address the Goals with respect to each amendment. The Board of County Commissioners (Board) finds that the Goals apply to amendments covered by these findings only to the extent noted in specific responses to individual applicable Goals, and that each amendment complies with the Goals. Goals 15 (Willamette River Greenway), 16 (Estuarine Resources), 17 (Coastal Wetlands), 18 (Beaches and Dunes) and 19 (Ocean Resources) and related Oregon Administrative Rules (OAR) are not addressed because these resources are not located within Washington County.

In 1996, Metro adopted the Urban Growth Management Functional Plan (UGMFP). The UGMFP contains requirements that local cities and counties have agreed to adopt in order to implement the region’s strategy for addressing growth. The Board finds that the UGMFP applies to amendment covered by these findings only to the extent noted in specific responses to individual applicable UGMFP policies, and that the amendment complies with the policies.

Goal Findings

The purpose of the findings in this document is to demonstrate that A-Engrossed Ordinance No. 756 is consistent with Statewide Planning Goals, Oregon Revised Statutes (ORS) and OAR requirements, Metro’s UGMFP, and the Washington County Comprehensive Plan.

Goal 1 - Citizen Involvement

Washington County has an acknowledged citizen involvement program that provides opportunities for citizens and other interested parties to participate in all phases of the planning process. In addition, Chapter X of the County Charter sets forth specific requirements for citizen
involvement during review and adoption of land use ordinances. Washington County has utilized these requirements for the adoption of A-Engrossed Ordinance No. 756.

**Goal 2 - Land Use Planning**

Statewide Planning Goal 2 addresses Land Use Planning by requiring an adequate factual base to support a decision as well as coordination with affected governmental entities. Washington County has an acknowledged land use planning process that provides for the review and update of the various elements of the Comprehensive Plan, which includes the Community Development Code. Washington County utilized this process to adopt A-Engrossed Ordinance No. 756. Notice was coordinated with all affected governmental entities. No public comment was received.

**Goal 9 - Economy of the State**

Policy 20 in the Comprehensive Framework Plan for the Urban Area and Policies 15, 16, 20 and 21 in the Rural/Natural Resource Plan set out the county’s policies to strengthen the local economy. The CDC contributes to a sound economy by providing standards that facilitate development in an orderly and efficient fashion.

Processing Director’s Interpretations through a land use application will provide needed documentation for property owners and will promote consistent application and interpretation of CDC terms and standards. Director’s Interpretations will also allow for determinations of similar uses and initial conformity to be issued independently of a land use application which can be beneficial to property owners and potential applicants. Therefore, A-Engrossed Ordinance No. 756 is consistent with Goal 9.

**Findings of Compliance with Metro’s UGMFP for A-Engrossed Ordinance No. 756**

**Title 8 - Compliance Procedures**

Title 8 sets forth Metro’s procedures for determining compliance with the Urban Growth Management Functional Plan. Included in this title are steps local jurisdictions must take to ensure that Metro has the opportunity to review amendments to Comprehensive Plans.

Title 8 requires jurisdictions to submit notice to Metro at least forty-five days prior to the first evidentiary hearing for a proposed amendment to a comprehensive plan. Staff sent Metro a copy of Proposed Ordinance No. 756 on July 20, 2012, forty-seven days prior to the first evidentiary hearing.

The findings in this document demonstrate that the amendments made by this ordinance are in substantial compliance with the UGMFP.
Attention: Plan Amendment Specialist
Department of Land Conservation &
Development
635 Capitol St. NE, Suite 150
Salem, OR. 97301-2540