



PLANNING COMMISSION BYLAWS

Planning Commission
June 13, 2023

Sandra Wood
Principal Planner

Patricia Diefenderfer
Chief Planner

Julie Ocken
Planning Commission Manager



THE BUREAU OF
**PLANNING &
SUSTAINABILITY**

Today's Discussion Points

1. Practice around providing advice
2. Youth Commissioner
3. Meeting schedule



Decisions Made (May 9, 2023)

1. Commission will perform duties in an “inclusive, efficient, effective, and equitable manner.”
2. Chair can delegate presiding responsibilities to a non-Vice Chair.
3. Commission votes on appointing representatives to other groups.



Discussion Point #1

Practice around providing advice

Discussion Point 1:

Discuss practices around how the Planning Commission advises on plans and policies that are not required to come before the Commission.

Questions:

- What are some typical examples of these plans and policies and how do they get added to the Planning Commission agenda?
- How does the Commission use the Comp Plan to provide advice?
- Is public testimony necessary for the Commission to provide advice?
- How is the Planning Commission's advisory input used/communicated?



Powers and Duties

C. **Powers and Duties** (33.710.040.D)

The Planning Commission's powers and duties include:

- 1. Holding hearings and making recommendations to City Council on proposals to adopt, amend, and update: the Comprehensive Plan; the zoning code; significant policies, projects, and issues; the portions of Title 11, Trees, identified in 11.10.040.C; urban renewal plans; street vacations; sign regulations; and renaming city streets;*
- 2. Advising the City Council on plans and policies regarding such issues housing, transportation, urban design, equity, economic development, public buildings, environmental protection, resource conservation, and other policies of citywide interest; and*
- 3. Providing a forum for community members to learn about principles, policies, and programs that promote sound land use planning practices.*

1. Holding hearings and making recommendations

| Role | In practice |
|---|--|
| <p><i>Holding hearings and making recommendations to City Council on proposals to adopt, amend, and update: the Comprehensive Plan; the zoning code; significant transportation policies, projects, and issues; the portions of Title 11, Trees, identified in 11.10.040.C; urban renewal plans; street vacations; sign regulations; and renaming city streets;</i></p> | <ul style="list-style-type: none"> • City’s land use legislative agenda • Commission: <ul style="list-style-type: none"> ○ holds a hearing ○ deliberates ○ makes amendments ○ votes ○ writes transmittal letter to Council • Commission’s recommendation is presented to City Council • Chair presents recommendation to City Council <p><i>Examples:</i> Parking Compliance Amendment Project Transportation System Plan (TSP) Update</p> |

2. Advising City Council on plans and policies

| Role | In practice |
|---|--|
| <p><i>Advising the City Council on plans and policies regarding such issues as housing, transportation, urban design, equity, economic development, public buildings, environmental protection, resource conservation, and other policies of citywide interest;</i></p> | <ul style="list-style-type: none"> • During project’s public engagement phase • Commission: <ul style="list-style-type: none"> ○ Hears a briefing ○ Discusses ○ Provides feedback/advice to presenters • Staff considers/incorporates Commissioners’ feedback • Staff may relay feedback to City Council, if presenting to City Council <p><i>Examples:</i></p> <ul style="list-style-type: none"> • DLCD’s Climate Friendly Equitable Communities Rulemaking • Albina Vision Trust • Earthquake Ready Burnside Bridge • Interstate Bridge Replacement Project • Parkrose Community Plan • 2040Freight |



3. Providing a forum for community members to learn

| Role | In practice |
|--|---|
| <p><i>3. Providing a forum for community members to learn about principles, policies, and programs that promote sound land use planning practices.</i></p> | <ul style="list-style-type: none">• Ongoing function, as all meetings are public meetings and provide the community with opportunities to learn.• Public notice of agendas is provided online, (e)mailed, and in the Daily Journal of Commerce.• Meetings are:<ul style="list-style-type: none">○ Broadcast on Channel 30○ Streamed live and recorded on YouTube○ Archived in City’s archiving system |

Discussion Point #2

Youth Commissioner

- Is the goal for the Planning Commission to always have a Youth Commissioner (age 18-25 for a 2-year term)?
- Appointments are made by the Mayor. Should staff encourage the Mayor to appoint a youth?



Discussion Point #3

Meeting Times

- Should the Commission keep its current typical meeting schedule?
 - Second Tuesday of the month beginning at 12:30 p.m.
 - Fourth Tuesday of the month beginning at 5:00 p.m.

Other committee and commission meeting times:

| Name of Committee | Time They Meet | Day they Meet | How Often They Meet |
|--|----------------|-------------------------------|---------------------|
| Design Commission | 1:30 PM | Thursday | biweekly |
| Historic Landmarks Commission | 1:30 PM | Wednesday | biweekly |
| Portland Housing Advisory Commission | 3:00 PM | 1st Tuesday of Month | bimonthly |
| Prosper Portland | 3:00 PM | Wednesday | weekly |
| Urban Forestry | 9:30 AM | 2nd to Last Thursday of Month | Monthly |
| PCEF Committee | 6:00 PM | Third Thursday of Month | Monthly |
| Community Involvement Committee | 5:00 PM | Second Tuesday of Month | Monthly |
| Development Review Advisory Committee (DRAC) | 8:00 AM | Third Thursday of Month | Monthly |



Next Steps

Next week
June 27 meeting

Revised Bylaws sent to for review
Vote to adopt





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Patricia Diefenderfer, Sandra Wood, Julie Ocken

BPS Planning Commission support team

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Traducción e Interpretación | Biên Dịch và Thông Dịch | अनुवादन तथा व्याख्या | 口笔译服务 |
Устный и письменный перевод | Turjumaad iyo Fasiraad | Письмовий і усний переклад |
Traducere și interpretariat | Chiaku me Awewen Kapas | 翻訳または通訳 | ການແປພາສາ ຫຼື ການ
ອະທິບາຍ | الترجمة التحريرية أو الشفهية | Portland.gov/bps/accommodation

