



Land of Cheese, Trees and Ocean Breeze

To: Tillamook County Citizen Planning Advisory Committees (CPACS)

From: Tillamook County Board of Commissioners

Subject: Clarification of the role of CPACS

Date: June 30, 2010

The purpose of this letter to all CPACS is two-fold. The first is to thank you all for your volunteer service on the CPACS. Some of you have served for the entire time the CPACS have been formed. We thank you for your volunteer hours on behalf of your community!

The second part of this letter is to provide you with some clarification on your roles and responsibilities as CPACS chartered by the Board of County Commissioners.

As you may know, Tillamook County is one of the few counties in Oregon that has set up CPACS. Most counties implement Goal 1 of the Statewide Planning Goals by appointing a County Planning Commission. Goal 1 is clear in its overarching direction that:

"The governing body charged with preparing and adopting a comprehensive plan shall adopt and publicize a program for citizen involvement that clearly defines the procedures by which the general public will be involved in the on-going land-use planning process."

Most counties choose a Planning Commission to carry out the duties identified above. The Planning Commission's duties and responsibilities are identified in Section 3 of Goal 1. Specifically they say:

"Citizens shall have the opportunity to be involved in the phases of the planning processes as set forth and defined in the goals and guidelines for Land Use planning, including Preparation of Plans and Implementation Measures, Plan Content, Plan Adoption, Minor Changes and Major Revisions in the Plan and implementation measures."

Even though we have a Planning Commission, the Board decided several years ago that we wanted give local unincorporated communities a greater voice in providing a community voice to the Planning Commission and the Community Development Director in the land-use planning process. Thus we formed CPACS to advice the Planning Commission and the Director.

An issue has surface recently is that some CPACS have swayed from the Commissioners intent in forming CPACS. The Board of Commissioners, in this letter to all CPACS wants to make it clear what the roles and responsibilities and limitations are for the CPACS when we formed them.

Roles and Responsibilities of CPACS to be identified in the Mission Statement of the By-Laws of all CPACS.

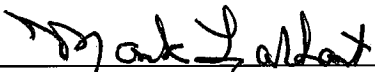
CPACS are set up and directed to advise the Tillamook County Planning Commission and the Community Development Director on the following matters specifically charged to the Tillamook County Planning Commission and the Director:

1. Provide advice to the Planning Commission on goals and guidelines for Land Use Planning.
2. Provide advice to the Planning Commission on Preparation of Land Use Plans and Implementation Measures.
3. Provide advice to the Planning Commission on the Comprehensive Plan Content.
4. Provide advice to the Planning Commission on the Comprehensive Plan Adoption.
5. Provide advise to the Planning Commission on the Minor Changes and Major Revisions in the Plan
6. Provide advice on Land use applications received by the Department of Community Development that are reviewed administratively by the Community Development Director, and do not result in a hearing before the Tillamook County Planning Commission (conditional uses, variances, non-conforming reviews, partitions, and other types of administrative review applications).

As you can see, **you have the similar roles and responsibilities as the County Planning Commission except that you are the local community group advising the Planning Commission** members and do not have a role in the decision making that the Planning Commission or the Director does.

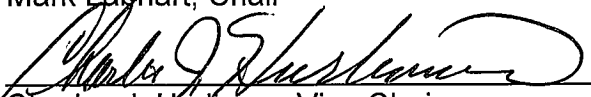
BOARD OF COUNTY COMMISSIONERS
FOR TILLAMOOK COUNTY, OREGON

Aye Nay Abstain/Absent



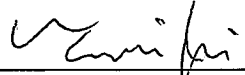
Mark Laphart, Chair

✓ /



Charles J. Hurliman, Vice Chair

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Tim Josi, Commissioner

✓ /

cc: Gerald (Butch) Parker
County Counsel