

I. Call to Order 7:04 PM

II. Administration.....

- a. Roll Call
Planning Commissioners: Joanne Siler, Hal Grimnes, Richard Clappé, Terri Michelsen, President Dan Ayers, Virgil Staben. Al Weller is absent.
Staff: City Planner Sabrina Pearson
- b. Minutes: Thursday, January 5, 2012
Motion to Approve: Terri Michelsen, 2nd Hal Grimnes: Unanimous
President Ayers explains that the November meeting minutes were approved at the December meeting.
- c. Visitors: None
- d. Correspondence: None
- e. Non-Agenda Items: None

III. Unfinished Business.....

- a. Proposed Wheeler Zoning Ordinance (WZO) Amendments Discussion
Incorporating recommendations from the meeting of January 4, 2012 with City Councilor Loren Remy, Planning Commission President Dan Ayers, Interim City Manager Don Otterman and City Councilor Karen Matthews

Discussion about Section 11.020 Geologic Site Investigations and the reason Geologic Hazard Reports are required. Senate Bill 12 required DOGAMI to set forth "further review area maps" and all of Wheeler is located within a further review area. The Wheeler Comprehensive Plan and Zoning Ordinance meet the requirements of Oregon State Law in requiring sufficient geologic hazard information in a "further review area". The amendments proposed in the February 2, 2012 packet are language were developed with DOGAMI (Oregon Department of Geology and Mineral Industries), DLCD (Oregon Department of Land Conservation and Development), OSBEELS (Oregon State Board of Examiners for Engineering and Lands Surveying), and OSBGE (Oregon State Board of Geologic Examiners) under a technical assistance grant from DLCD to Bay City.

Action: Prepare the amendments as proposed in the February 2, 2012 Packet for a Planning Commission public hearing on April 5, 2012 with the following changes:

- Amend Findings of Fact, Page 5, "the proposed amendments are consistent with the Priorities of the 2011 Wheeler Vision Plan"
- Definition of Estuary, Delete Final Sentence regarding Columbia River Estuary
- Add the definition of "freeboard" as proposed in the November 3, 2011 Packet
- Add Article 17 Nonconforming Uses as proposed in the November 3, 2011 Packet

The Planning Commission requests that DLCD review the amendments and if possible, provide comments in time for the March 1, 2012 Planning Commission meeting.

The other amendments are tabled indefinitely.

b. Ralph Thomas submittal:

The Planning Commission asks that the record show that Ralph Thomas submitted correspondence requesting revisions to the meeting minutes of November 3, 2011. The Planning Commission received and reviewed a copy of his recommendation and decided to maintain the minutes as they were with no changes. A copy of the correspondence will remain available with the meeting record.

c. Any Other Unfinished Business:

Buildable Lands Inventory / Economic Opportunities Analysis

City Planner Pearson reports that DLCD North Coast Regional Representative states that the "2007 North Tillamook County Buildable Lands Inventory / Economic Opportunities Analysis Report" is a final document. The final approved report is now available at City Hall for review and is available in the Office of DLCD.

It is the consensus of the Planning Commission to ask DLCD whether they would fund a Wheeler specific, rather than regional, update to the report that would include a "waterfront revitalization plan" and incorporate the findings of the Vision report for adoption as law in the Comprehensive Plan. DLCD provides technical assistance grants that fund 50% of qualifying projects. A DLCD technical assistance grant could be used to pay qualified professional City Planner Sabrina Pearson to assist the City and prepare the report with the match provided by City volunteer hours currently valued at the federal rate of \$21.36 re: www.independentsector.org. With this proposal, the City could write the report, turn the vision plan into law, and prepare the waterfront revitalization plan for \$0 out of pocket. Application for the grant needs to be discussed with Regional Representative Matt Spangler immediately and applied for by March. Funding could be awarded July 1, the beginning of the fiscal year.

d. Any Other Unfinished Business: 2011 Vision Report

Pearson explained that she spoke with DLCD Regional Representative Matt Spangler regarding adoption of the 2011 Vision Report into the Comprehensive Plan for application as law. Spangler explained that the vision report was written as an expression of opinion. In order to adopt the vision report as a law it would need to be re-written in legal format. In addition, the document would need to be sent before the public in an amendments process with notice to DLCD, a public hearing before the Planning Commission and a public hearing before the City Council with any decision to adopt supported by findings of fact.

e. Any other Unfinished Business: Building Permit Flow Chart

If the City Council approves the expense, prepare a building permit flow chart for review at the next Planning Commission meeting.

- f. Any other Unfinished Business: None

IV. New Business.....

- a. Any New Business: None

V. Upcoming Meetings / Commissioner Comments / Staff Comments

- a. Upcoming Meetings

President Ayers asks City Planner Pearson to work with the City Manager and City Council to determine if there is a need for the City Planner to attend the March 2012 meeting. The minutes will remind the Council that a DLCD Grant pays for the cost of City Planner attendance at the meeting. The DLCD Grant cannot be used to pay for the cost of employees, such as the interim City Manager or the new City Manager or the City Administrative Assistant unless they are performing specific duties of land planning that qualify for the reimbursement. The grant money will not be awarded if not used.

The March Meeting agenda items could include:

Unfinished Business:

1. Building Permit Flow Chart
2. Review of DLCD Comments regarding amendments, this would provide the only opportunity prior to providing mailed notice for the public hearing to amend the language
3. DLCD Grant to write a Wheeler specific Buildable Lands Inventory / Economic Opportunities Analysis that incorporate the 2011 Vision Report into law and writes a Waterfront Revitalization Plan.

On April 5, 2012 the Planning Commission will hold a public hearing for the amendments. Notice will be mailed to DLCD by February 22, 2012 to provide the required 35* day notice.

*Note: On January 1, 2012, the requirement to provide DLCD notice was revised from 45 days to 35 days prior to the first evidentiary hearing. In Wheeler the first evidentiary hearing is the Planning Commission meeting.

- b. Commissioner Comments: None
- c. Staff Comments: None

VI. Adjournment: 9:20 pm