AGENDA

I. Call to Order

II. Roll Call

III. Mayor and Councilor Comments

IV. Consent Calendar – Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion at the request of a Council Member.
   A. Additions or Deletions to Agenda
   B. Wheeler City Council Minutes of December 18, 2018
   C. Financial Reports for December 2018, emailed to Council 1/9/19 @ 9:29 a.m.

V. Presentations, Guests, Announcements, and Correspondence
   A. Presentations: None
   B. Guests: None
   C. Announcements: None
   D. Correspondence
      ● Manzanita Department of Public Safety December 2018 Report
      ● Email from Dave Larmouth, Recology
      ● OPB article about Oregon recycling

VI. Public Comment on Non-Agenda Items - This allows the public to introduce items for Council consideration not already scheduled on the agenda.
   A. Email from Mark Nelson regarding short-term rentals

VII. Committee Reports – These are Planning Commission, Parks Committee, Emergency Response Committee, or other ad hoc committee reports that may be called up by the City Council.

The City of Wheeler is an equal opportunity provider
• Planning Commission
  a. Minutes for January 3, 2019 Planning Commission meeting…………..12

• Parks Committee
  a. Minutes for January 10, 2019 Parks Committee meeting………………..15

• Wheeler Citizens Emergency Preparedness Committee

• Port of Nehalem

VIII. City Manager & Public Works Department Reports
  a. City Manager……………………………………………………………………..16
  b. Public Works……………………………………………………………………..19

IX. Public Hearings: None

X. Executive Session: None

XI. General Business – *At the Mayor’s prerogative, comment time may be limited.*
  1. Old Business
     a. Sign ordinance - discussion

  2. New Business
     a. Oaths of Office……………………………………………………………………..20
     b. Appointment of City Council President
     c. Approval of Planning Commission revisions to 2019-01 (2014-01)………………21
     d. Emergency Prep Committee application – Steve Fulmer…………………..31
     e. Parks & Recreation Committee application – Terrie Hull…………………..32
     f. Parks & Recreation Committee application – Donna Morrow……………33

XII. Adjournment

Documents, ordinances, and resolutions are available for inspection at City Hall.
This meeting is scheduled to be held in a non-handicapped accessible location. Please notify City
Manager if you need handicapped access and arrangements will be made to insure participation.

<table>
<thead>
<tr>
<th>Wheeler Citizen Suggestions</th>
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<tbody>
<tr>
<td>Please submit your ideas to improve our town, a City process, or other ideas to pursue.</td>
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<tr>
<th>Name:</th>
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<th>Suggestion(s):</th>
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Drop off at City Hall or Mail to PO Box 177 Wheeler, OR 97147
I. CALL TO ORDER: Mayor Stevie S. Burden called the Wheeler City Council meeting to order at 7:02 p.m., December 18, 2018 at Wheeler City Hall.

II. ROLL CALL:
Mayor Stevie S. Burden, Dave Bell, Bob Harlow, Dawn Sea Kahrs, Jim King and Heidi Stacks
Staff Present: Juliet Hyams, City Manager
Public Present: Edith Rohde, Jay Verburg, Donna Morrow, Jack Bylsma, Terrie Hull and Jon Hull
Media Present: None

III. MAYOR AND COUNCILOR COMMENTS:
Mayor Burden:
• Recognition – Loretta Erickson
• Certificate of Appreciation – Bob Harlow, Councilor

Dawn Sea Kahrs
• Concerns/Discussion of CARTM situation

IV. CONSENT AGENDA:
1. Additions or Deletions to Agenda
2. Wheeler City Council Minutes of November 2018

Bell moved to adopt Consent Agenda as presented, Stacks 2nd motion. All for the vote, 5-0.

V. PRESENTATIONS, GUESTS, ANNOUNCEMENTS AND CORRESPONDENCE:
1. Presentations: None
2. Guests: None
3. Announcements: None
4. Correspondence:
   • Manzanita Department of Public Safety November 2018

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS:
Terrie Hull read letter into record on behalf of Jon Hull: Citizen Concerns re: Short Term Rental, boat ramp and Gervais Creek

VII. COMMITTEE REPORTS:
• Planning Commission – No meeting held in December 2018

• Parks Committee – Minutes for December 13, 2018 Parks & Recreation Committee

• Wheeler Emergency Preparedness Committee: Update by Heidi Stacks
City Manager Report

- I have organized, rearranged and archived old and duplicate documents from my office. I want visitors to feel welcome and that my office is inviting and orderly.
- I fixed my email, by devising a workaround to Outlook. It contains so many emails that it crashes when I open it. I am still in the process of setting up my cell phone under my name, rather than Angela’s.
- I worked with Nan Devlin, Tillamook County Tourism Director, to plan the wayfinding signage meeting at the Salmonberry Saloon with our Planning Commission on December 3. The strategy is to see what the Visit Tillamook Coast designer can propose that meets our sign ordinance, while eliminating the potential use of A-boards and other signs that don’t meet the current ordinance. Once we had an agenda, I visited the following businesses to invite them to the meeting and introduce myself: Nehalem Valley Care Center, Old Wheeler Hotel, Rinehart Clinic & Pharmacy, Rising Star Café, Salmonberry Saloon, The Roost, Trillium, Vintage, the Wheeler Beauty Shop, Wheeler on the Bay Lodge, Wheeler Station Antiques, Wheeler Treasures, Bayview Liquor & More, Dart’s Small Engine Service (closed), Green Man Collective, Handy Creek Bakery and the Wheeler Marina. I also posted the meeting on our website. Attached are the agenda and Wayfinding Plan Process. We placed a large city map on the wall for people to place sticky notes. Nan took the map with her to digest the feedback. We will follow this meeting with a review of our sign ordinance.
- I have accompanied Joe Velkinburg on weekly ride alongs to discuss public works and related issues. I also asked him to start logging his time in managing the culvert.
- At our last meeting, Jason Verburg was written in as our new City Council member. Orientation took place December 10 with Mayor Burden.
- I compiled results of the short-term rental survey.
- I researched three public records requests.

Research
I researched short-term rental ordinances in Cannon Beach, Manzanita, Nehalem and Fossil. I will continue researching Coos Bay, Reedsport and Coquille.

Cannon Beach tries to “protect the character of the city’s residential neighborhoods by limiting and regulating the short term rental of dwelling units.” They offer three types of permits and cap unlimited rental permits at 92:

1. Lifetime unlimited renting throughout the year. A permit renewal costs $75. The initial cost is unavailable.
2. 5-year unlimited renting, allowing unlimited rentals for five years. The permit requires selection by lottery, a local representative, off-street parking, solid waste collection, permit posting, TLT filing and building inspection. Cost is $350.
3. A 14-day permit, for renting to a single group once in a 14-day period. It costs $275 (renewals are less). The permit requires a local representative, off-street parking, solid waste collection, permit posting, TLT filing and building inspection. Violators can be fined $500 per day.
**Manzanita** considers short-term rentals to be those rented for less than 30 days. A permit and inspection cost $325. Rentals are capped at 17.5 percent of dwellings in R-2, R-3 and SR-R zones. Each person may operate only one short-term rental. Rentals require an inspection, visible house number, short-term rental ID sign, off street parking, a local contact person, weekly garbage service, emergency information and an occupancy limit of two people per room, plus four more.

**Nehalem**
Nehalem requires an inspection, visible house number, garbage service, off street parking and a representative. I could not find a price for the permit.

**Fossil**
Fossil has no short-term rental ordinance.

**Website**
I updated the website with October’s minutes, my name and removed my job posting. Future changes should include: a new, mobile-compatible theme, links to social media, current business listings and city council updates. I will work on it around Christmas.

**Planning Commission Meeting, December 6, 2018**
- Other than the wayfinding signage meeting, the Planning Commission did not meet in December.
- I met with Lisa Phipps, who said that the DLCD had planned a Buildable Lands Inventory Workshop with our Planning Commission in January. She suggests moving it to February.

**Parks & Recreation Committee Meeting: December 13, 2018**
- See minutes.

**Management – General**
- Craig Stacks performed temporary work in November and December, ending December 7. He has been working with Joe on landscaping and general maintenance. He also painted the foyer and bathrooms at city hall.
- I’ve started having half-hour staff meetings on Monday mornings with Joe and Lori. My goals are to streamline and optimize our jobs, while learning from them what they do.
- I attended two trainings: the Leadership Boot Camp at PSU and Elected Essentials, put on in Manzanita by the LOC.
- Hemlock Street is cracked and showing other signs of instability. Although that project is marked as “Done” in the FEMA-approved 2017 Multijurisdictional Tillamook County Natural Hazard Mitigation Plan, I will approach FEMA about again repairing that road. Their work should have been graded to support the hillside.

**Grants**
- We did not receive the last grant (SCA) that Geoff applied for to pave Cedar, Rorvik and Gregory Streets. They invite us to apply again next year.
- I have been working closely with partners on our FEMA Advance Assistance grant to daylight Gervais Creek. The deadline is January 4 for OEM. Angie Lane will review the grant and suggest any changes,
then submit it to FEMA at the end of January. I will meet with engineer Bill Pavlich about it on December 14.

- I am also pursuing money from Business Oregon to for the FEMA cost match and remaining engineering.
- I want to attend a series of grant writing workshops put on by Tillamook County next year. The cost for four days is $95.

**Public Works Report:**

**Water:** Staff has and will be exercising water main valves thru December and expects to have these maintenance duties completed with some work orders for repairs being generated for completion in the coming months. The on-going water service meter replacement project continues as staff has taken delivery of 10 more meters to be installed this year. Staff received a couple water quality complaints and has responded by interviewing those citizens with concerns. Staff flushed some of the dead end lines in the water system close to their residences with good results. Customers responded with calls to inform staff of water tasting better. Staff will be flushing these areas once a month instead of bi-annually for better results.

**Storm Water:** Staff will be performing regular maintenance. Fir street drainage on the south side has become a concern as a residence on the corner of Fir and Second Street is experiencing some erosion problems. Staff will be looking at ways to mitigate and possibly will be able to piggy back with some electrical utility work that will be done in that same area. Fir Street is not listed in the Storm Water Master Plan and this project will have to be restricted due to the cities remaining storm water funds.

**Streets:** No projects scheduled. Regular maintenance and cleaning from storm debris.

**Parks:** All irrigation systems have been secured for the winter. The City dock project has been completed.

**City Planner Report:** none

**IX. PUBLIC HEARING:** None

**X. EXECUTIVE SESSION:** None

**XI. GENERAL BUSINESS:**

1. **Old Business:**
   
   **a. Short Term Rental Survey Results - Discussion:** A Short Term Rental Survey was sent out in the November 2018 water bills to Wheeler Citizens to collect Objective Data on thoughts/opinions in regards to Short Term Rentals within the City. 63 surveys were received back within the specified timeframe and the majority of the results from citizen are that they do not want to see Short Term Rentals of less than 2 weeks in our residential areas; the City’s Ordinance fits how our citizens want to live.

   **b. Proclamation 2018-02: A City Proclamation for 2019 Martin Luther King Jr. Day of Service:** King moved to adopt Proclamation 2018-02, Kahrs 2nd. All for the vote 5-0.
2. **New Business:**

   a. **Parks & Recreation Volunteer Applications – Becky Elder and Terri Michelsen:** Bell moved to accept and reappoint Becky Elder and Terrie Michelsen to the Parks & Recreation Committee, Stacks 2nd motion. All for the vote 5-0.

**XII. ADJOURNMENT:** 8:10 p.m.

____________________________               ______________________________
Stevie S. Burden, Mayor                Juliet Hyams, City Manager

Lori Rieger, Transcriber
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| OREGON STATE PARKS REPORT

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RE: curbside service question

From: Dave Larmouth <dlarmouth@westernoregonwaste.com>  Fri, Jan 04, 2019 05:12 PM
Subject: RE: curbside service question  
To: City Of Wheeler <citymgrwheeler@nehalemтел.net>

Hi Juliet –
Welcome aboard!
We do not currently provide curbside collection service in North Tillamook County, so there is not a rate for it on our rate sheets.
In other areas where we do provide this service, it is normally included as part of the garbage rate.
We are working with the County in hopes of making the Manzanita site suitable for collecting recycling from our trucks. If those changes get made, we can work on a proposal to add recycling collection services to each of the cities, and to the County for the unincorporated areas.

Historically, the cities of Manzanita, Nehalem and Wheeler have been combined for rate review (our annual process of allocating expenses between the jurisdictions we serve). For that to continue, we would hope to get all three cities to approve the addition of curbside recycling. It is possible to do each city separately, but our preference would be to roll out the program to all our customers at the same time.

Please let me know if you want to set up a time to discuss CARTM, recycling, and such in detail.
Thanks and again, welcome to Wheeler!
Dave

---

Dave Larmouth
Rate & Contract Analyst
Recology™ Western Oregon

From: City Of Wheeler [mailto:citymgrwheeler@nehalemтел.net]
Sent: Wednesday, January 02, 2019 12:38 PM
To: Dave Larmouth <dlarmouth@westernoregonwaste.com>
Subject: curbside service question
Oregon Recycling Rate Rises Despite China Export Woes

by Jes Burns (/contributor/jes-burns/) (Follow) OPB Dec. 24, 2018 12:56 p.m. | Updated: Dec. 24, 2018 2:19 p.m.

An end-of-year report from the Oregon Department of Environmental Quality

Beales of recycling get wet outside Rogue Waste Systems in White City, Ore.

Jes Burns, OPB/EarthFix

(https://www.oregon.gov/deq/FilterDocs/2017mrwgrates.pdf) shows the state's recycling rate in 2017 was 42.8 percent, slightly better than the previous year.
Doubling of the bottle deposit to 10 cents was a booster for Oregon’s recycling race. But recycling had setbacks too, including the closure of local paper mills that bought recycled paper and China deciding to cut off recycling imports from the United States.

Glass and paper recycling ticked up, while plastic, electronic and organic waste recycling declined between 2016 and 2017.

The annual report shows the Oregon is still a long way from its recycling goal of 52 percent by 2020.

“Honestly, we’re not going to make it,” said DEQ waste reduction specialist Peter Spendelow. “When we set that goal, which was just a few years ago, we were not anticipating that we would lose the huge wood markets. And we also weren’t anticipating the China crisis.”

In response to China’s 2017 announcement it would no longer take U.S. exported recyclables, local waste management companies started to scale back.

“Almost all the jurisdictions, outside the Portland metro area, have dropped plastic pails and tubs and flower pots,” Spendelow said. “We have a 25 percent recycling goal ... for all plastics by 2020. We’re moving the wrong direction when jurisdictions stop allowing plastic pails and tubs to go in their curbside bins.”

Overall, the report found that Lane County had the best recycling rate in the state at 52.8 percent, followed by the Portland metro area and Marion County. At the other end of the spectrum was scantly-populated Lake County, which recycled slightly more than 9 percent of total waste it created.

Spendelow said the state has hired a contractor to take a big-picture look at how Oregon recycles. The aim is to make the system more resilient to these kinds of market fluctuations.
short term rentals

From: Mark Nelson <marknelson089@gmail.com>  Sun, Jan 06, 2019 09:37 PM
Subject: short term rentals
To: citymgrwheeler@nehalem.tel.net

to the Wheeler city council-
I am surprised that discussions of short term rentals persist. Bringing business into areas zoned residential, reducing quantity of long term rentals and bringing tourists into residential areas should be enough reason to outlaw short term rentals in Wheeler.
A 24 hotline for neighbors with enforceable fines for renters should be paid for out of short term rental fees would alleviate one concern.

Mark and Jennifer Angelus moved out of the area because of problems they had with an unincorporated Tillamook county short term rental neighbor. Because Tillamook County issued permits without a complaint system they suffered many transgressions that included arrivals after 10pm, noise after 10pm, renter canines defecating in their yard (and not being picked up). One group insisted that Mark's boat was part of the rental and would've taken his boat had Mark not been there to physically intervene. Complaints both to the county and the owner would've taken litigation to resolve.

In the summer our neighborhoods are an oasis, sheltering us from the press of humanity attempting to escape from itself here. Short term rentals bring us that stress under the guise of property rights. Remember this is a town that limits the number of garage sales you can have per year.

Our Mayor's recent dissertation is alarming for espousing the minority opinion in a survey that slanted the questions so as to make it easier to give the desired outcome.

Our Mayor's glowing discussion of short term rental revenue and the need for more storm water funding begs the question of where the storm water surcharge money we have already paid gone? Because storm water projects could not have cost more than $100,000; at approx $2900 per month for 10 years there should be at least $250,000 in reserve. Before the city convinces us it needs more money, it should be accountable for the money it had.

In addition, our Mayor's comments reopen the discussion of the failings of the city with regard to the flood of 2015. It was not a lack of money that flooded downtown Wheeler; it was a lack of keeping the Gervais creek culvert cleaned. Wheeler has suffered greater rainfall amounts before and since, and as long as the grate keeping the culvert clean was clear, downtown Wheeler did not flood. (Indeed, when 2 individuals cleared the grate that night flooding stopped). Not only did the city fail to keep the culvert grate clear of debris, they failed to warn downtown property owners of their inability to prevent flooding as soon as they realized that their best efforts to prevent flooding had failed.

Once the Genie is out of the bottle it is very difficult to the Genie back in the bottle. The last thing our community needs is to be convinced it needs to sell our tranquility for less returrt()
on the taxes it brings.

As I will be unable to attend the next city council meeting please read my letter into the public record. If you have questions do not hesitate to ask.

mark nelson po 341 wheeler, or 97147
1. **Call to Order:** 7:00 p.m.

2. **Administration:**
   
a. **Roll Call:** Mike Anderson, Terri Michelsen, Dave Thompson, Chantelle Hylton and Doug Proctor.
   
   **Staff Present:** Juliet Hyams, City Manager
   
   **Excused Absences:** Phil Ordway and Sabrina Pearson
   
   **Comments:** On the joint meeting with City Council on December 3, 2018.
   
   Mike wondered if new wayfinding signs will be so well done that existing sandwich boards will no longer be needed. Terri mentioned that the sign ordinance says that the City Manager can enter a property and remove non-compliant signs, but sandwich boards haven't been removed because they are needed. Mike will attend the next Council meeting and ask. Doug mentioned that the wayfinding plan won't help businesses that are closed or vacant. Terri asked whether the sign ordinance will change after the wayfinding plan is done. Mike thought so. Terri mentioned that the typos and sentence structure need updating.
   
   **Correspondence:** Nan Devlin requested our sign ordinance, which Juliet sent her. Lisa Phipps of the DLCD asked whether the Commission would like her to provide a Buildable Lands Inventory workshop in February. Mike thought the PC had more work to do first. He gave some information to Sabrina, which was supposed to be put together and given back to us. He is not sure what happened with that. The Planning Commission is willing to participate, but wants an outcome. Mike doesn’t want to engage Lisa or the DLCD until they know more.

   The Planning Commission needs to identify holes in that content. Geoff did a section and Sabrina may have done one. It’s supposed to cover the UGB. Dan Ayers is developing outside the boundary, so he may drill a well. The county would therefore do all the permits and collect the money and taxes.

   The idea was that if Botts Marsh moved forward, we’d need a BLI to annex land into the City to prove that we needed the land. We’d show that most of our vacant land is not buildable. It would help us do anything. Lisa said that there’s a lot of past information that would simplify how we’d classify properties as not buildable. There’s actually more property at the other end of town than’s buildable. There’s more land that’s not available because people are trying to preserve it as is.

   Sabrina also said that an economic analysis would help with affordable housing. It’s complicated.
We’ll put BLI on our next agenda, but tell Lisa we’re interested but not ready. We want to ask her the right questions. Juliet will tell Lisa and follow up on the status of the BLI.

d. Visitors: None
e. Citizen Initiated Discussion Topics: None
f. Hazard Mitigation Plan: None
g. Emergency Response Plan: None
h. Non-Agenda Items: None

3. Public Hearing: None

4. Unfinished Business:
   The ordinance was sent to everybody and Doug commented. Mike reviewed the changes, the purpose of which is to fill vacancies by application with council's approval. It seems like a cleaner process. Mike will meet with Lori to label it 2019-01 and attend Council on the 15th with the language in their packet, to give them the history and collect their comments. That way, they’re coordinated with us before there’s a public hearing. Then they can finalize it in their February meeting.

5. New Business:
a. Wheeler sign ordinance 99-02 preview and discuss
   Mayor Burden intends to conduct a public process to revise the sign ordinance.
b. New procedure for Legislative Planning Commission Public Hearing
c. New procedure for Quasi-judicial Planning Commission Public Hearing
   We previously used the same language for both types of hearings. You can still submit comments until our next meeting. On the legislative version, #1 about four lines down doesn’t apply to a legislative process. We’re not making a legislative decision; rather, it’s a recommendation to council. So, that should be deleted.

   Since Council uses procedures of the Planning Commission, a Council decision may be appealed within 15 days of the decision. A Council decision can be appealed, but planning won’t use it. Doug: It’s good to have it anyway. Mike will revise it with Lori for inclusion in the January Council packet and the Commission can approve it in February. Chantelle: Seems like blood relation or marriage would cover all cases.

d. Election of Planning Commission officers

   Election of officers:

   Mike moved that Dave be VP of the Planning Commission for 2019. Doug seconded the motion. The motion was unanimously approved 5-0.
Doug moved to nominate Mike for president. Chantelle seconded. The motion was unanimously approved 5-0.

Dave moved to nominate Doug as secretary. Terri seconded the motion. The motion was unanimously approved 5-0.

6. Land Use Trainings, Upcoming Meetings, Comments:
   a. Land Use Trainings: None
   b. Upcoming Meetings
      1. Next Planning Commission Meeting: February 7, 2019 at **6:00 p.m.**

   **Note time change for winter meetings. Summer meetings will return to 7:00 p.m.**

   c. Planning Commission Comments: None
   d. City Manager Comments: None
   e. City Staff Comments: None
   f. City Planner Comments: None

7. **Adjournment:** 8:00 p.m.

______________________________
Mike Anderson, Planning Commission President

______________________________
ATTEST: Juliet Hyams, City Manager
Minutes of the Jan. 10, 2019 meeting of the Wheeler Parks & Rec. Committee held at City Hall:

1. Called to Order at 10:08: PRESENT: Becky Elder, Jan Bell, Terri Michelsen. ABSENT: Juliet Hyams, Joe V., Joe B., Dave Bell and Betsy Chase. VISITORS: Donna Morrow and Terrie Hull.

2. Administration:
   - Updated volunteer time sheets
   - Reviewed and approved minutes of December meeting.
   - Announcements & Recognitions: Donna Morrow and Terrie Hull attended our meeting and have turned in their applications to be on our committee. WELCOME LADIES!
   - Work Party Status: We had a very successful work party on Jan. 2nd and did all the heavy pruning in WFP and planted many daffodil and crocus bulbs. Also, many daffodils and crocus were planted at Upper Park. Come spring these will be beautiful! The only problem in WFP is the dead or dying large spruce tree in the middle of the park. Joe B and Joe V have discussed and tree will have to be removed.

3. Old Business:
   - New signs for route to Upper Park: Signs are here and waiting for Joe V to install.
   - Bulb Planting: All bulbs have been planted in WFP and just a few are remaining to be planted today in Upper Park.

4. New Business:
   - Officers for 2019:
     President: Jan Bell
     Secretary: Terri Michelsen
     Sending out work party reminders: Becky Elder
   - New Members: Donna Morrow and Terrie Hull turned in their applications to join our committee.
   - 2019 Cleanup Day: June 8th will be Cleanup Day. Theme for year 12 is pearls in oysters. Terri to submit item for water bill newsletters requesting more men to help with home pickups so that we do not have to discontinue that service.
   - Field Trip on Wed. Feb. 13th: Meet at WFP at 10am for trip to Monkey Business 101 to see whether Barb Brown has any roses suitable for our new flower bed in WFP.

5. Adjourned: 10:42 a.m.

Next meeting on Thursday, Feb. 14 - Valentine's Day.

Submitted by Terri Michelsen/Secretary
Date: January 15, 2019

To: President Stacks and City Council

From: Juliet Hyams, City Manager

Subject: Status report

Follow Up to Last Month’s Meeting

• The white van that was parked by the liquor store belongs to a tenant above the store. She just bought the car and had not yet registered as of December. Officer Mike Sims asked her to register it in a timely manner. I have not seen it now for several weeks.

• Recology contract: I wrote to Dave Larmouth of Recology to find out if they would provide curbside recycling in Wheeler. He said that they are working on providing it in Wheeler, Nehalem and Manzanita. See the attached email.

• Lori sent the MLK Day of Service proclamation to our neighboring cities.

• As I mentioned last month, FEMA’s repairs to Hemlock St. are not holding up well. I will approach FEMA about more work to Hemlock, but council can also update the natural hazards mitigation plan to add it as a pending action item. Sabrina Pearson suggests that FEMA should have created a “safe slope” on Hemlock’s north side, rather than a sheer drop off.

• Regarding safety improvements to school buses on highway 101, the Bus Barn has started turning left on Hemlock to drop off southbound elementary school children at the Handy Creek Bakery, eliminating the need for them to cross the highway. From there, the bus continues up Hemlock to First and returns to the highway on Spruce. Older children travelling south can cross 101 on their own, but are instructed to wait for the driver to signal to them when it’s safe.

Furthermore, the Bus Barn plans to write to ODOT to request additional safety measures and would like our city council’s support. They will be sending me a letter with more detail.

• I researched nuisance ordinances in neighboring cities: Manzanita does not allow barking or roaming dogs, dangerous or wild animals, livestock or poultry. It further outlaws nuisances affecting public health, noise that disturbs the peace, discharging firearms and allowing property to deteriorate. Nehalem does not allow dangerous or dead animals, nuisances to public health, abandoned refrigerators, dangerous excavations, sidewalk defects, attractive nuisances, certain trees, certain fences, noxious vegetation, sidewalk snow and ice, discarded vehicles, and nuisances affecting public safety and the public peace. Cannon Beach prohibits derelict property and vacant buildings. They also impose conditions on keeping livestock, bees, poultry and other animals besides household pets.

• I researched short-term rental ordinances in Coos Bay, Coquille and Reedsport:
Coos Bay

I found no regulations for Coos Bay.

Coquille

Short-term vacation rentals must conform to all of the following criteria:

- Vacation rentals rented for twenty-eight (28) or fewer days continuously, by the same tenant.
- Where a business license is required to operate one or more short-term vacation rentals, the license application shall identify all short-term rental properties under the same ownership or management, and shall provide the city with information regarding the name, address and telephone number of a contact person who can be on the vacation home rental site within four hours to respond to problems.
- A conditional use permit is required.
- The vacation rental unit shall provide two off-street parking spaces (not in addition to those otherwise required for a single-family dwelling).
- All required parking shall be provided on the same lot as the vacation home rental unit.
- All vacation home rentals shall have a maximum occupancy of one person per two hundred (200) square feet or not more than sixteen (16) people, whichever is more restrictive.
- All other requirements of the code as applicable to single-family dwellings shall apply.

Reedsport

"Short-term rental" is defined as a dwelling unit, an accessory dwelling unit, or a room (or rooms) within a dwelling unit that is rented out for lodging for a period of less than thirty (30) days in length. A short-term rental is an accessory use to a primary residence and allowed as a conditional use permit, subject to these minimum requirements:

A. The primary residence shall be occupied by the owner or operator for no less than two hundred seventy (270) days per calendar year.
B. A short-term rental may be hosted (where the primary occupants are present on-site during the rental period) or un-hosted (where the primary occupants vacate the unit or site during the rental period). 1. For hosted rentals, one (1) parking space per two (2) guests is required in addition to the minimum residential parking requirement for the main dwelling on the property. 2. For un-hosted rentals, at least one (1) parking space per two (2) guests is required on site.
C. Occupancy is limited to not more than six (6) guests per rental period.
D. The property owner shall obtain a Short-Term Rental Operator's license and comply with the business licensing regulations.
E. The property owner shall comply with the Transient Room Tax provisions.

"Vacation rental" is defined as a dwelling unit that is rented out to a single party for a period of less than thirty (30) days in length where there are no primary occupants or where the residents who occupy the unit do so for less than two hundred seventy (270) days per year. A vacation rental is similar to a commercial lodging use. It is a primary use and is more commercial in nature than is a short-term rental. A. At least one (1) parking space per two (2) guests is required on site. B. Occupancy is limited to not more than eight (8) guests per rental period. C.
The property owner shall obtain a Vacation Rental Operator's license and comply with the business licensing regulations. D. The property owner shall comply with the Transient Room Tax provisions.

Outreach
I met with Cynthia Alamillo, my counterpart in Manzanita, as well as her staff (minus Jerry Taylor). They do not intend to share a city planner with us; Cynthia does their land use, in consultation with Miller Nash. They suggest that I go on a ride along with police.

Website
I updated the website so it is now mobile compatible, has a Search bar and a link to Facebook. More to follow.

Planning Commission Meeting, January 3, 2019
- The Planning Commission revised ordinance 2014-01, section 6, regarding how committee vacancies are addressed. See your meeting packet.
- Per their ordinance, the PC named its 2019 officers, as follows: President, Mike Anderson; VP, Dave Thompson; Secretary, Doug Proctor.
- The PC wants to do more work on its BLI before meeting with Lisa Phipps (DLCD) for a workshop.

Parks & Recreation Committee Meeting: January 10, 2019
See attached minutes.

Grants
- I completed our FEMA Advance Assistance grant to daylight Gervais Creek on December 28. Angie Lane – the State Hazard Mitigation Officer -- will review the grant and suggest any changes, then submit it to FEMA at the end of January. I’ve heard nothing from Angie yet. Let’s hope the shutdown ends soon. We obtained letters of support from: Congressman Kurt Schrader, Col-Pac, the Port of Tillamook Bay (2), Senator Betsy Johnson, the Oregon Department of Fish and Wildlife, and the North Coast Regional Solutions Center.
- I am also pursuing money from Business Oregon for the FEMA cost match and remaining engineering. If I made my case for Wheeler being a “small and impoverished” community, our match will be 10 percent. If not, it will be 25 percent.
- Other grant applications on the horizon include SCA, OEM, USDA, OWEB and Tillamook Tourism.

Attachments
- Email from Dave Larmouth at Recology, regarding curbside recycling.
- OPB article about Oregon recycling rates.
- Email from Mark Nelson, regarding short-term rentals.
- Manzanita Department of Public Safety December report.
- Terrie Hull’s volunteer application for the Parks Committee.

I wish everyone a happy 2019!
Public Works Report

January 2019

**Water:** The reservoirs are scheduled to be cleaned and inspected by the Liquivision Diving Co. on Wednesday the 16th of January. Staff will be prepping for this visit prior to their arrival and will be involved in maintaining water levels in the reservoirs during the inspection. Staff has been asked to be available throughout the process. Staff will be replacing water meters and working on updating mapping for the entire water system.

**Storm Water:** Regular maintenance and monitoring as needed through the winters rains.

**Streets:** Regular maintenance and debris removal as needed. Staff has been monitoring Hemlock Street, there is movement with cracks appearing in the pavement between 4th and 5th Street. The last FEMA project on Hemlock Street seems to be failing and will need attention to provide stability to the steep embankment on the north side of the street. There is a four inch water main that runs through this slide area endangered by this movement. Staff has had some conversation with local contractors for suggestions to stabilize this area but believes that engineering will be needed for proper remedies.

**Parks:** No projects scheduled.
City of Wheeler – City Council – Oath of Office

Wheeler City Council members serve a four year term. It has been established that this term begins and ends on the day of the taking of Oath, and begins with the vacating of the seat by the previous councilmember when the Oath is taken by the new member. This occurs at the first council meeting in a new year following a general election. Per City of Wheeler Ordinance No. 2004-04, Section 2. Clause 2.2:

Regular Meetings: The Council shall meet regularly on the third Tuesday of each month at 7:00 p.m. within the City of Wheeler.

Thus, the swearing in and taking of Oath on this 15th Day of January, 2019 is in accordance with Wheeler Ordinance 2004-04, as prescribed for by City of Wheeler Charter Chapter IV, Sections 12 and 13.

At Large Candidates: Having received a majority of votes in the Tillamook County General Election, as held in November 2018, at large candidates present themselves for the position of Wheeler City Councilor. Pursuant to City of Wheeler Charter Chapter III, Section 10, “The term of office of an elective officer who is elected at a general election begins after taking the oath of office or affirming at the first Council meeting of the year immediately after the election and continues until the successor to the office assumes the office.”

The City Manager Pursuant to the Constitution of Oregon: 2018 Version, Article XV, Section 3. Oaths of office, now hereby swears in the following candidates for the position of Wheeler City Councilor:

1). Jim King
2). Dawn Sea Kahrs

CITY OF WHEELER, OATH OF OFFICE

Do you (candidates name), solemnly swear that you will support the Constitutions of the United States of America and of the State of Oregon, and the Charter and Ordinances of the City of Wheeler, Oregon; and that you will faithfully perform the duties of the office of Councilor of the City of Wheeler, to the best of your ability, with impartiality and fairness, during your term in office to which you were elected November 2018 and sworn in January 15, 2019?

I (state your name), do solemnly swear that I will support the Constitution of the United States of America and of the State of Oregon, and the Charter and Ordinances of the City of Wheeler, Oregon; and that I will faithfully perform the duties of the office of Councilor of the City of Wheeler, to the best of my ability, with impartiality and fairness, during my term in office to which I was elected November 2018 and sworn in January 15, 2019.
THE CITY OF WHEELER ORDAINS AS FOLLOWS:

Section 1. Repeal. City of Wheeler Ordinance #76-01 and Ordinance 97-05 shall each be repealed in their entirety. Further, all prior Ordinances and Resolutions, including Resolution 95-03, pertaining to the Planning Commission, which are in conflict with the provisions herein, are repealed in their entirety.

Section 2. Policy.
The City intends this Ordinance to establish and set duties of a Planning Commission to assist the Council in planning for the orderly growth and development of the City and to further legislative policies of the State as shown in ORS Chapter 227.

Section 3. Membership.
The Planning Commission shall consist of not less than five (5) or more than nine (9) members, excluding the non-voting members. Membership shall be limited to residents of the City, residents of the Urban Growth Area, and non-residents who own property or a business that operates within the City or its Urban Growth Area. No more than two (2) members of the Planning Commission may reside outside the City limits of Wheeler. No more than two (2) members of the Planning Commission may be City officers, who shall serve as ex-officio nonvoting members. No more than two (2) voting members may engage principally in the buying, selling, or developing of real estate for profit as individuals or be members or officers of any business entity that engages principally in the buying, selling or developing of real estate for profit. No more than two (2) members shall be engaged in the same kind of occupation, business, trade or profession. A majority of members of the Commission, including the Chair, constitutes a quorum. The Commission may make and alter rules and regulations for its government and procedures consistent with laws of the State of Oregon and with the City Charter and Ordinances.

Section 4. Term.
The term length of each Planning Commission position shall be four years. The Planning Commission Chair shall appropriately stagger the term ending dates of the current Planning Commissioners, and a Commissioner whose term has expired may apply for the same position on the Commission.

Section 5. Officers.
The Planning Commission shall elect officers at its first meeting held in each calendar year. There shall be a Chair, a Vice-Chair and a Secretary. Each shall hold office for one year or until a successor is elected. Officer terms can have an extension beyond four years, with the approval of the City Council. The Planning Commission is encouraged to ensure that each member can perform the position of Chair and Vice-Chair and to rotate these leadership positions every four years.

Section 6. Vacancies. The office of a member of the City Planning Commission becomes vacant immediately, upon any of the following events occurring: death, adjudicated incompetence, recall from
office or written resignation.

Upon a majority vote of the City Planning Commission, a vacancy may be declared in the following cases: Absence of a member for two consecutive meetings without the consent of the members of the Planning Commission, or ceasing to meet the Planning Commission membership requirements in section 3 above, or ceasing to be a qualified elector under State law.

Any person wishing to be a member of the Planning Commission shall complete an application that will be reviewed by the City Council which will confirm or deny that application. The newly appointed member’s term begins immediately upon the appointment and continues until the expiration of the term of the position being filled.

Section 7. Meetings.
The Planning Commission will normally meet once per month for the purpose of responding to a land use application or to undertake Section 9, Powers and Duties, outlined in this ordinance. A proposed schedule of meetings will generally be approved by the Planning Commission at its first meeting held in each calendar year. Meeting dates are subject to change or cancellation consistent with public meeting laws. The City Council may request that the Planning Commission provide a report or recommendation about a specific topic or may request that the Planning Commission to table any topic, except for land use applications. To facilitate citizen involvement, a citizen can submit a topic in writing or in person for discussion that is consistent with the Section 9, Powers and Duties, in this ordinance, provided however, that the Commission shall make a determination as to whether or not they will address that topic.

Section 8. Report to the City Council.
To facilitate an ongoing communication between the Planning Commission and City Council, the Planning Commission shall provide the agenda and minutes of each Planning Commission meeting to the City Council. The Planning Commission shall be responsible for keeping the City Council advised of pending public hearings or other matters which will require decisions of the City Council.

Section 9. Powers and Duties. The powers and duties of the Planning Commission shall be as follows:

A. Recommend and make suggestions to the Council concerning the laying out, widening, extending, and locating of public thoroughfares, parking of vehicles, relief of traffic congestion, betterment of housing and sanitation conditions and establishment of districts for limiting the use, height, area, bulk and other characteristics of buildings and structures relating to land development.

B. Recommend plans for regulating future growth, development and beautification of the City in respect to its public and private buildings and works, streets, parks, grounds and vacant lots, and plans consistent with future growth and development of the City in order to secure to the City and its inhabitants sanitation, proper service of public utilities, including appropriate public incentives for overall energy conservation.

C. Do and perform all other acts and things necessary or proper to carry out provisions of ORS Chapter 227 and the requests of the City Council as they relate to the Planning and Zoning within the City jurisdiction.

2 – CITY OF WHEELER ORDINANCE #2014-01
D. Conduct public hearings and make quasi-judicial land use decisions as may be properly before it.

E. Study and propose such measures as are advisable for the promotion of the public interest, health, morals, safety, comfort, convenience and welfare of the City and in the City's Urban Growth Boundary, and to this end work with and participate in discussions with the City Council, the State, regulatory agencies, with the City Councils and Planning Commissions and Councils of neighboring Cities and Counties.

Section 10. Review. All subdivisions, partitions, street vacations and street improvement requests and all plans or plats for vacating or laying out, widening, extending or locating streets shall be submitted to the Planning Commission prior to submission to the City Council. The Planning Commission shall consider all proposals within timelines required by law. The Planning Commission shall submit to the City Council a recommendation for approval or denial supported by findings of fact that address the applicable criteria and any other recommendations deemed appropriate by the Planning Commission.

Section 11. Preparation of Ordinances or Amendments. The Planning Commission may prepare, on its own motion or at the request of the City Council, such ordinances or amendments to as may be considered necessary to promote the orderly growth and development of the City. All such ordinances or amendments shall be considered by the Planning Commission at a public hearing before submission of such ordinance for City Council consideration for approval.

Section 12. Budget and Expenditures. A budget necessary to support the activities of the Planning Commission shall be provided by the City Council. The City Manager shall manage the contract with the City Planner and will determine the appropriateness of suggested expenditures.

Section 13. Oregon Statewide Planning Goal One: Citizen Involvement. The City Council may schedule an annual meeting with the Planning Commission for the purpose to review the consistency of Planning Commission performance with Oregon Statewide Planning Goal One Citizen Involvement and the Wheeler Comprehensive Plan.

PASSED AND ADOPTED by the City Council this ___day of __________, 2014 and APPROVED by the Mayor this ___day of __________, 2014.

ATTEST:

Stevie S. Burden, Mayor

Geoff Wullschlager, City Manager

1st Reading: __________, 2014
2nd Reading: __________, 2014
Adoption: __________, 2014
Ayes: ______
Nayes: ______
Abstentions: ______

3 – CITY OF WHEELER ORDINANCE #2014-01
PROCEDURE FOR LEGISLATIVE PLANNING COMMISSION PUBLIC HEARING

1. President states: “I now open the public hearing for Legislative Proposal ____________. Testimony and arguments must be directed toward the applicable criteria identified in the staff report or other criteria in the plan or land use regulation which the person believes to apply to the decision. The City staff report for this public hearing was available seven days prior to the hearing. This public hearing will follow the procedures provided in the document entitled ‘The Final Bylaws for the Wheeler Oregon Planning Commission’ (hereinafter “Bylaws”). Wheeler Zoning Ordinance states that all public hearings shall follow these bylaws. Copies of the City Staff Report and the Bylaws are available tonight. The record of this proposal has been and is available for review upon request.”

2. President states: “It is the duty of the Wheeler Planning Commission to be fair, impartial and preserve due-process for all participating in this hearing. Please avoid cumulative, repetitious, immaterial, or derogatory testimony. I may impose limits on oral presentations if I determine that is necessary. I do this so there is time for any participant to have rebuttal for another’s presentation.

3. President states: “Does any person have an objection to the jurisdiction of the Planning Commission to hold a hearing for this proposal” (If yes, ask for the participant to state the objection. The Planning Commission will deliberate and vote.)

4. President states: “Does any Planning Commissioner wish to abstain from the hearing, or have a conflict of interest, or personal bias to declare?” (If yes, ask the member to state whether they are able to remain impartial.)

Disqualification:
The member shall join the audience if the member has a direct or substantial interest in the proposal, a relative (by blood relation, adoption or marriage) who has or will have a direct or indirect financial interest within the past or future two year period; the member has a direct private interest in the proposal; or if the member cannot remain impartial.

5. President states: “Does any person have an objection to any member of the hearing body to participate in the public hearing for this proposal?” (If yes, ask for the participation to state the objection, the Planning Commission will deliberate and vote. The Commissioner who is the subject of the objection may not participate in the deliberation. See Disqualification above)

6. President asks the City Manager to state the applicable criteria: “The City Manager will now state the applicable criteria identified in the City Staff Report.”
7. **TESTIMONY**
   (a) Ask for any Federal Government Testimony or Correspondence
   (b) State Government
   (c) Local and or other units of Government
   (d) Citizens and Interest Groups

8. Ask for any rebuttal of presentations.

9. Ask Planning Commission if they have any questions regarding presentations or correspondence.

10. Ask participants if they have any questions of any presentations.

11. **STATE:**
    Requests to continue the hearing do not need to be observed, but they Planning Commission may continue this hearing as needed. If the continuance is to a date, time and place certain, no new notice is required.

12. If not continued:
    Close the hearing for testimony and open Planning Commission discussion. If during discussion the Planning Commission needs clarification of any presentation they may ask the participant. However rebuttal of the clarification needs to be allowed.

13. Continue public hearing to a date certain. Motion can include request for additional information, evidence or testimony or the notification of persons who the Commission feel should be notified of the application. The time and date when the hearing is to resume shall be announced.

    Or

    Motion and second

14. Deliberation, amendments to motion (if any).

15. Vote on a recommendation

Form of motion on legislative decision
- **Recommend to the City Council approval of the Proposal**

  “I move that, based on the findings of fact and recommendations presented in the Staff report dated __________, (as amended by the Planning Commission) and testimony received at the hearing tonight, the Planning Commission recommend that the City Council hold a public hearing and approve proposal.

  Or

- **Table proposal to a day uncertain a new public hearing with notification will be required.**

  Or

- **Recommend to the City Council non-approval of the proposal, state reason why.**

  If a City Council hearing state:
  The decision of the City Council may be appealed by a party to the hearing by filing an application for appeal with the City Recorder within 15 days of the date that the final order is signed.
PROCEDURE FOR QUASI-JUDICIAL PLANNING COMMISSION PUBLIC HEARING

1. President states: “I now open the public hearing for Application Number: ____________.
   Testimony and arguments must be directed toward the applicable criteria identified in the
   staff report or other criteria in the plan or land use regulation which the person believes to
   Apply to the decision. Failure to raise an issue accompanied by statements or evidence
   sufficient to afford the decision maker and the parties an opportunity to respond to the
   issue precludes appeal to the board based on that issue. The City staff report for this
   public hearing was available seven days prior to the hearing. This public hearing will
   follow the procedures provided in the document entitled ‘The Final Bylaws for the
   Wheeler Oregon Planning Commission’ (hereinafter “Bylaws”). Wheeler Zoning
   Ordinance states that all public hearings shall follow these bylaws. Copies of the City
   Staff Report and the Bylaws are available tonight. The record of this application has been
   and is available for review upon request.”

2. President states: “It is the duty of the Wheeler Planning Commission to be fair, impartial,
   and preserve due-process for all participating in this hearing. Please avoid cumulative,
   repetitious, immaterial, or derogatory testimony. I may impose limits on oral
   presentations if I determine that it is necessary.”

3. President states: “Does any person have an objection to the jurisdiction of the Planning
   Commission to hold a hearing for this application?” (If yes, ask for the participant to state
   the objection. The Planning Commission will deliberate and vote.)

4. President states: “Does any Planning Commissioner wish to abstain from the hearing, or
   have a conflict of interest, personal bias, or ex-parte contact to declare?” (If yes, ask the
   member to state whether they are able to remain impartial.)

   Disqualification:
   The member shall join the audience if the member has a direct or substantial interest in
   the proposal, a relative (by blood relation, adoption or marriage) who has or will have a
   direct or indirect financial interest within the past or future two year period; the member
   has a direct private interest in the proposal; or if the member cannot remain impartial.

5. President states: “Does any person have an objection to any member of the hearing body
   to participate in the public hearing for this application?” (If yes, ask for the participant to
   state the objection, the Planning Commission will deliberate and vote. The Commissioner
   who is the subject of the objection may not participate in the deliberation. See
   Disqualification above)
6. President asks the City Planner to state the applicable criteria: “The City Planner will now state the applicable criteria identified in the City Staff Report.”

7. “The decision of the Planning Commission may be appealed by a party to the hearing by filing an application for appeal with the City within 15 days of the date that the final order is signed.”

8. Testifying instructions – Chair states the following: “If you are testifying please state your name, residence address and full mailing address. If you wish to be notified of a decision, continuance, appeal, or other action on this application, print your name and your complete mailing address on the form at the back of the room.”

9. Chair asks City Recorder to read the Application Information
   a. Name of Applicant / Property Owner:
   b. Type of Application requested:
   c. Location of Request: (Address) (Legal Description) (Tax Map and Lot)
   d. Number of property owners notified:
   e. Number written response received:

10. President asks the City Planner to provide the Staff Report and Recommendations for Findings of Fact: “The City Planner will now provide the Staff Report and recommendations for findings of fact.”

11. Chair asks staff for any written Correspondence received

12. Chair asks for the Applicant’s Presentation (Burden of Proof is upon the Applicant)

13. Chair asks for Planning Commission questions to the applicant

14. Chair asks participants for neutral testimony which can include questions to staff, the Planning Commission, or the applicant

15. Chair asks participants for Testimony in Favor of the Application

16. Chair asks participants for Testimony against the Application

17. Chair asks the Applicant for any Rebuttal Presentation

18. Chair asks participants for Rebuttal arguments by those ‘in Favor’
19. Chair asks participants for Rebuttal arguments by those ‘Against’

20. Chair asks participants for final questions or testimony which can be directed to the Applicant, Staff, the Planning Commission and the Public

21. Chair asks the Planning Commission for Questions to Applicant, Staff, and Public

22. Chair asks the Applicant for final comments

23. Chair asks for Final Staff Discussion, Comments and Recommendations

24. Chair asks for Commission Discussion before the hearing is closed.

If during this discussion additional testimony or evidence is introduced, the Chair shall allow the applicant and all parties (for, against, and neutral) the opportunity to also provide testimony.

25. The Chair states: “The applicant has seven days to submit final written comments, but no new evidence or testimony, in support of Application. The applicant may waive that right at this time. Do you want to waive the right to keep the record open and to submit final written comments or arguments (but no new evidence or testimony)?”

NOTE: After the public hearing is closed, no additional testimony or evidence may be introduced without advertising for a new public hearing. It is important to ensure that all testimony is completed before closing the hearing.

a. motion to continue the public hearing for Application #__________ to __________ (at least 7 days from today) in order to notify other persons, to gather information or evidence. Chair asks that applicant if he / she agrees to the continuance (agreement will stop the 120 day clock for the continuance period).

b. motion to keep record for Application #__________ open until __________ (at least 7 days) for the applicant to submit additional written comments arguments but no new testimony or evidence. (This continuance is requested by the applicant and the time of continuance will not be counted in the 120 days required to decision).

*****************************
CONTINUE / LEAVE THE RECORD OPEN:
If the motion was to either continue the hearing or keep the record open, nothing more is done now.

26. CLOSE HEARING:
If the motion was to close the hearing in preparation for a decision, the Chair states: “The Public Hearing for Application #__________ is now closed. “ Commission proceeds with the steps below.

FORM OF MOTION QUASI-JUDICIAL DECISION:

27. Motion & Second (with Findings of Fact of Condition) to:
- approve
- approve with conditions
- deny

The motion to approve or deny should be of the following form:

APPROVE
“I move that, based on the findings of fact and recommendations presented in the Staff report dated __________, (or as amended by the Planning Commission) and testimony received at the hearing tonight, the Planning Commission approve Application __________.

OR

APPROVE WITH CONDITIONS
“I move that, based on the findings of fact and recommendations presented in the Staff report dated __________, (as amended by the Planning Commission) and testimony received at the hearing tonight, the Planning Commission approves Application __________ with conditions recommended by the staff report (as amended by the Planning Commission as follows:)

OR

DENY
I move that based on the findings of fact and recommendation presented in the staff report dated __________ and testimony received at the hearing tonight, the Planning Commission denies application __________. State the reason why.
CITY OF WHEELER
APPLICATION FOR INDIVIDUAL VOLUNTARY SERVICES

Please complete the following information (print) for placement as a City of Wheeler volunteer.

Name: Steve Fulmer

Address: PO Box 369, Wheeler, OR 97147-0369
Phone: 503-233-0650

Physical limitations (if any): limited lifting and/or hiking

Type of volunteer work preferred: Disaster prep

Time available to perform volunteer work: 10 hours per week
  x mornings  x afternoons  x weekdays  x weekends

Previous volunteer experience, if any:
Too extensive to list, but includes Incident Command training
CWNB CERT team

Special training, interest or skills:
IT

Person(s) to notify in case of an emergency:
Name: Sheila Boll (Wheeler)  Relationship: Friend
Telephone: 970-590-6580

I hereby volunteer my services to assist the City of Wheeler in accomplishment of its authorized services. I understand that my service as a volunteer will be governed by the "Agreement for Voluntary Services" which will be provided to me.

Signature of Volunteer  21 Dec 2018
Date

Signature of parent or guardian, if Volunteer is under 18 years of age

This organization is an Equal Opportunity Provider
CITY OF WHEELER
APPLICATION FOR INDIVIDUAL VOLUNTARY SERVICES

Please complete the following information (print) for placement as a City of Wheeler volunteer.

Name: Teresa (Terrie) Hull

Address: 291 Fir St., PO Box 61, Wheeler, OR 97147

Phone: 503-805-4531

Physical limitations (if any): 

Type of volunteer work preferred: Potentially Parks & Rec., possible admin. assistance at City Hall

Time available to perform volunteer work: variety of hours per week
prefer mornings ______ afternoons ______ weekdays ______ weekends

Previous volunteer experience, if any:

______________________________________________________________________________
______________________________________________________________________________

Special training, interest or skills:
Sales, marketing, leadership, administrative, public speaking, business management.

______________________________________________________________________________
______________________________________________________________________________

Person (s) to notify in case of an emergency:
Name: Jon Hull

Relationship: Husband

Telephone: 503-702-4562

I hereby volunteer my services to assist the City of Wheeler in accomplishment of its authorized services. I understand that my service as a volunteer will be governed by the “Agreement for Voluntary Services” which will be provided to me.

______________________________  ________________________
Teresa Hull                      Date

Signature of Volunteer          Date

Signature of parent or guardian, if Volunteer
is under 18 years of age
CITY OF WHEELER
APPLICATION FOR INDIVIDUAL VOLUNTARY SERVICES

Please complete the following information (print) for placement as a City of Wheeler volunteer.

Name: Donna Morrow

Address: 296 Pennsylvania, Wheeler, OR 97147
Phone: 503-913-6575

Physical limitations (if any): ________________________________

Type of volunteer work preferred: ____________________________

Time available to perform volunteer work: 10 hours per week
_____ mornings _____ afternoons _____ weekdays _____ weekends

Previous volunteer experience, if any: Lifeguard, Cub Scouts

Special training, interest or skills:
Gardened at home

Person (s) to notify in case of an emergency:
Name: Russ Morrow Relationship: Spouse
Telephone: 503-310-9733

I hereby volunteer my services to assist the City of Wheeler in accomplishment of its authorized services. I understand that my service as a volunteer will be governed by the “Agreement for Voluntary Services” which will be provided to me.

Signature of Volunteer: _____________________________________
Date: 1/9/19

Signature of parent or guardian, if Volunteer is under 18 years of age: ____________________________ Date: ________________

This organization is an Equal Opportunity Provider