City of Maupin
PO Box 308
Maupin, OR 97037

Tel: 541-395-2698
Fax: 541-395-2499

MEETING NOTICE
CITY OF MAUPIN PLANNING COMMISSION

Tuesday, January 8, 2019
7:00 p.m.
At Maupin City Park, 206 Bakeoven Road, Maupin OR

The meeting is open to the public and location is accessible to persons with disabilities.

AGENDA

1) Call Meeting to Order / Roll Call of Commission and Staff / Pledge of Allegiance

2) Consent Agenda. Approval of October 9, 2018 Minutes

3) Audience Participation. This time is set-aside for public to speak on any subject which does not later appear on the agenda. Three minutes per person will be allowed. The maximum amount of time for all public comments under this agenda item will be 15 minutes. If a response by the Commission is requested, the speaker will be referred to Administrative Staff for further action. The issue may appear on a future meeting agenda for Commission consideration.

4) Public Hearing to receive public testimony and consider a request for a Comprehensive Plan/Zoning Map Amendment by The National Center for Outdoor & Adventure Education, Zac & Celine Adair.

5) Communications

6) Next Meeting

7) Adjourn

Public Testimony

The Commission places great value on testimony from the public. People who wish to testify are encouraged to:

- Provide written summaries (8 copies to the City Recorder prior to the agenda item)
- Recognize that substance, not length, determines the value of testimony
- Endorse, rather than repeat, testimony of other witnesses with whom you agree
- The Chairman may limit time for testimony on any item and may set time limits (usually 3 minutes) for individual speakers

Thank you for taking the time to present your views.

Note: Because of the uncertain length of time needed, the Commission may deal with any item at any time in the meeting. Anyone wishing to be heard on any item should arrive when the meeting begins to avoid missing an item of interest.

PRESIDING:	Virginia Fuller
Commission Present:	Virginia Fuller, Suze Riley, Andrew Kreipe
Commission Absent:	Dale Madden, Denis Carlsen
Staff Present:	City Recorder/ZOA DeOra Patton, Planner Dan Meader

Visitors Present: Ralph Wimmer

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE. The meeting was called to order by Vice-Chairman Fuller at 6:00 p.m. Roll Call of Planning Commission was conducted by Recorder Patton. Recorder Patton reported Nick Kraemer has resigned from Tenneson Engineering Corp and Dan Meader is filling in temporarily. Vice-Chairman Fuller led the Commissioners in the Pledge of Allegiance.

CONSENT AGENDA: APPROVAL OF MINUTES OF AUGUST 14, 2018. It was moved by Commissioner Riley, seconded by Commissioner Kreipe, and passed unanimously; the Commission approves consent agenda.

AUDIENCE PARTICIPATION. Planner Meader reported Nick Kraemer chose to go another path and left about the first week of September, so he has been filling in since then. He will be filling in until Tenneson fills the Planner position. They are having difficulty finding someone who is qualified for the position

APPROVAL OF FINAL PARTITION PLAT BY FRED MACKLIN AT 402 FIRST STREET. A survey partition plat was presented. Two issues were identified. The first being the time for approval has lapsed, expiring in May 2018. The other being a change to the driveway easement. Recorder Patton reported the survey indicates the existence of a Maupin waterline running through the vacated alleyway along the northern boundary line of Parcel 1 with no easement disclosed by the title report, and in discussion with Mr. Macklin, he is willing to give an easement to the City for that line. Based on discussion, it was moved by Commissioner Riley, seconded by Commissioner Kreipe, and unanimously passed; the Commission rejects the proposed Partition Plat and ask the applicant to bring back through new application process.

DRAFT

CONTINUATION OF STUDY SESSION ON RE-ZONING OF LAND WITHIN THE CITY OF MAUPIN. UPDATES TO THE CITY ZONING ORDINANCE TEXT. Recorder Patton gave an update on the City's Economic Development Analysis and Buildable Lands Inventory Project funded by the Department of Land Conservation & Development. DLCD will be administering the grant and hiring a consultant to work with a number of cities. In discussion, it was the consensus of Commission to hold the study session in abeyance for the project analysis and inventory.

Audience member Ralph Wimmer suggested for re-zoning to extend the CRT Zone to Grant and Dufur Avenues from Burnham Avenue to Third Street for growth opportunity.

COMMUNICATIONS. Planner Kraemer acknowledged the City has been awarded a grant from the Department of Land Conservation & Development for its Economic Development Analysis and Buildable Lands Inventory project.

NEXT MEETING: Tuesday, November 13, 2018 pending business

ADJOURN: Vice-Chairman Fuller adjourned the meeting at 6:48 p.m.

Respectfully submitted by
DeOra M Patton
City Recorder

SIGNED _____
Vice-Chairman

DRAFT

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NOTICE OF PUBLIC HEARING

The Maupin Planning Commission will conduct a quasi-judicial public hearing beginning at 7:00 p.m. on January 8, 2019, in the Community Building of the Maupin City Park, 208 Bakeoven County Road, Maupin, Oregon. The purpose of the public hearing is to receive public testimony and consider a request for a Comprehensive Plan/Zoning Map Amendment by The National Center for Outdoor & Adventure Education, Zac & Celine Adair.

The property is described as Lots 7, 8 & 9 of Block 7 of Town of Maupin Plat and further described as the west half of Tax Lot 900 and Lot 1000 of 4S-14E-32DD, Maupin, Wasco County, Oregon. The property contains approximately 0.36 acres. The current Plan/Zoning Map designation is Medium Density-Residential (MD-R). The zoning designation requested is Recreational Commercial (RC).

The review and approval criteria for a Comprehensive Plan/Zoning Map Amendment are contained in the City's Comprehensive Land Use Plan and Section 7.3 of the City's Zoning Ordinance.

All interested parties are urged to attend.

A copy of the application and all other information related to this proposal are available for review at Maupin City Hall, and can be supplied at a reasonable cost. A copy of the staff report will be available for inspection at no cost at least seven days prior to the hearing and will be provided at reasonable cost. The public hearing process begins with the staff report, followed by testimony from the proponents of the application. This will be followed by testimony from opponents to the application. Finally, a rebuttal by the applicant or proponent will be allowed. The public hearing portion of the procedure will then be closed and the Planning Commission will consider the information and testimony received and may render a decision. Written or oral testimony will be received during the hearing. Written comments should be sent to the Maupin Planning Commission, P.O. Box 308, Maupin, OR 97037 by 4:00 p.m. on Wednesday, January 2, 2019.

Failure to raise an issue during the local public hearing process with sufficient specificity to allow the decision makers to address it may preclude appeal to the Maupin City Council and Land Use Board of Appeals.

Additional information may be obtained by contacting DeOra Patton, City Recorder, at 541/395-2698.

DeOra M. Patton, City Recorder

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PLAN AMENDMENT / ZONE CHANGE APPLICATION

FEE: *See City of Maupin Fee Schedule*

Applicant Information:

Applicant NCOAE Zac & Celine Adair

Mailing Address 9809 River Rd Wilmington NC, 28412

Phone No. 910-508-8088

Owner Information (if different from applicant)

Property Owner Randy Klettke, Cory Vanagas, Kali Kiger

Mailing Address PO Box 330 Maupin, 19279 Goose Creek Ct Bend 97702 65925 White Rock Loop Bend 97703

Phone No. 541-993-6516, 541-508-8422, 541-848-9573

APPLICATION IS FOR (check one):

X Comprehensive Plan Map & Zoning Map Amendment

___ Comprehensive Plan Text Amendment

___ Zoning Ordinance Text Amendment

DESCRIPTION OF PROPERTY:

City Lot No(s) _____ **Block No.** ____ **Addition** _____

County Tax Lot(s) _____ **Township** ____ **Range** ____ **Section** ____

Legal Description: _____

4S 12E 32 DD lot 1000 block 7

4S 12E 32 DD lot 900 block 9 & lot 1000 block 8

Street Address: Elrod Pl
(Approximate location if vacant)

Lot Size (square feet or acres): (3) 50 x 100 lots

LIST ALL PROPERTY OWNERS AND THEIR ADDRESSES THAT ARE WITHIN 100 FEET OF THE SUBJECT PROPERTY (Attached addition sheet if necessary)

See attached Tax Sheets

USE:

Existing Planned/Zoning Designation Residential **Proposed** RC

Existing Planned/Zoning Designation of Adjacent Parcels RC

Brief Description of Proposal

The National Center for Outdoor & Adventure Education

www.ncoae.org

Anticipated Development Date 03/2019

UTILITIES:

Water Service Existing X **Proposed**

Sewer Service Existing X **Proposed**

SHOW PROPOSAL BY ATTACHING A PLOT PLAN TO INCLUDE: See attached Plat Map

- **Dimensions and orientation of the parcel;**
- **Abutting street(s) and alley;**
- **Locations of all buildings and setbacks**
- **Any other data which may be required to allow necessary findings that the provision of Maupin Zoning Ordinance is complied with.**

FOR TEXT AMENDMENT, ATTACH A COPY OF THE EXISTING TEXT AND WRITTEN PROPOSED TEXT TO INCLUDE ORDINANCE ARTICLE, SECTION NUMBER

I/We, the applicant/owner, hereby certify the answers and statements in this application and supporting documents are correct, complete, and true. I/We have read and understand the provisions and requirements of Maupin Comprehensive Plan and Zoning Ordinances for this Plan/Zoning Amendment, and acknowledge the process shall require review by the City Staff for completeness of application, and once the application is deemed complete, will require a 45 day review period by Oregon Department of Land Conservation and Development before the first evidentiary public hearing is held before the City. I/we further acknowledge the process is a two hearing process wherein the Maupin Planning Commission will hold a public hearing and make recommendation to the Maupin City Council, and then the Council will hold a hearing to consider the Commission's recommendation and make final decision. I/We understand an approval of this proposed Plan/Zoning Map or Text Amendment does not permit building or construction to commence; separate applications will be required for operation site plan review and building permit approvals.

Signatures:

Applicant(s) _____ Date 10/28/18

_____ Date 10/28/18

Property Owner(s) _____ Date 10/31/18

_____ Date 10/31/2018 02:02 PM PDT

_____ 10/31/2018 03:00 PM PDT

LOCAL GOVERNMENT INFORMATION/APPROVAL

OFFICE:

Date Application Filed: 11-1-2018

Date Fee Paid: 11-1-2018

Date Application deemed complete: _____

Maupin Planning Commission:

Date Public Hearing Held on Application _____

Application [ ] Approved as submitted

[ ] Approved with revisions _____

_____

_____

[ ] Denied

Signed: _____ **Date** _____
Planning Commission Chair

Maupin City Council:

Date Public Hearing Held on Application _____

Application [ ] Approved as submitted

[ ] Approved with revisions _____

_____

_____

[ ] Denied

Signed: _____ **Date** _____
Mayor

NOTICE TO APPLICANT

LAND USE DEVELOPMENT FILING FEE AND REIMBURSEMENT FOR ADMINISTRATIVE COSTS

Dear Applicant:

The City of Maupin, like many cities in Oregon, is faced with a severely reduced budget for the administration of the City's ordinances. The land use planning process in the State of Oregon has become increasingly complex. To properly process your land use application, the City must rely upon professional consultants to assist in preparing the legal notices, conducting on-site inspection, preparation of staff reports and attendance at the Planning Commission and/or City Council meeting. The City utilizes a consultant to ensure your application is processed fairly and promptly. Because of the reduced budgets, the City finds it necessary to transfer those administrative costs to you, the applicant, as a part of the land use planning process. Therefore, you are asked to read and sign the statement below indicating you understand the requirement.

LAND USE DEVELOPMENT FILING FEE AND ADMINISTRATIVE COST REIMBURSEMENT

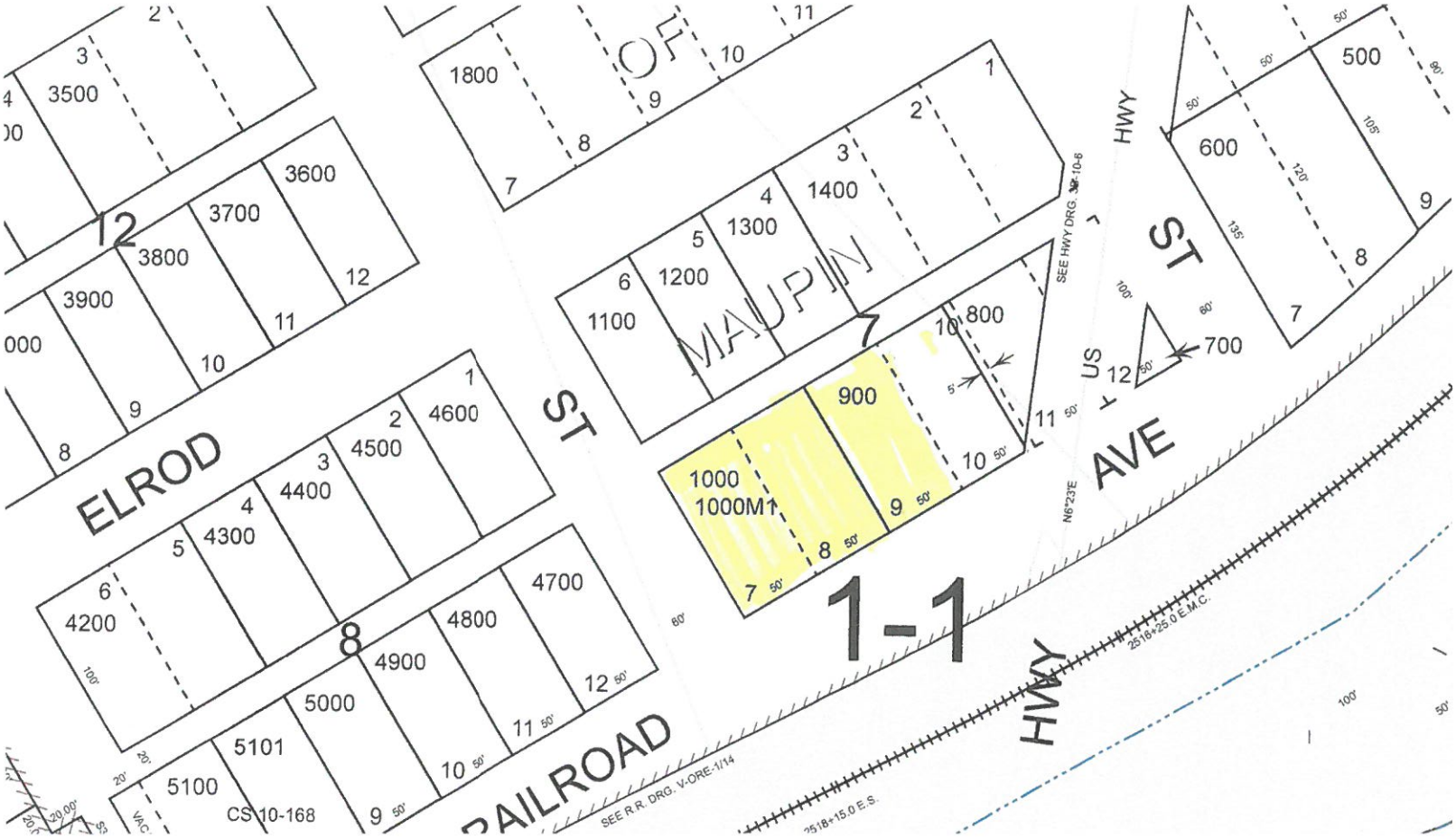
I/We, the applicant(s), Celine and Zac Adair, agree that **in addition** to the Land Use Filing Fee of per City of Maupin Fee Schedule, to reimburse the City of Maupin for the actual cost of Contract Planner and Attorney.

Signed this 30 day of oct, 18

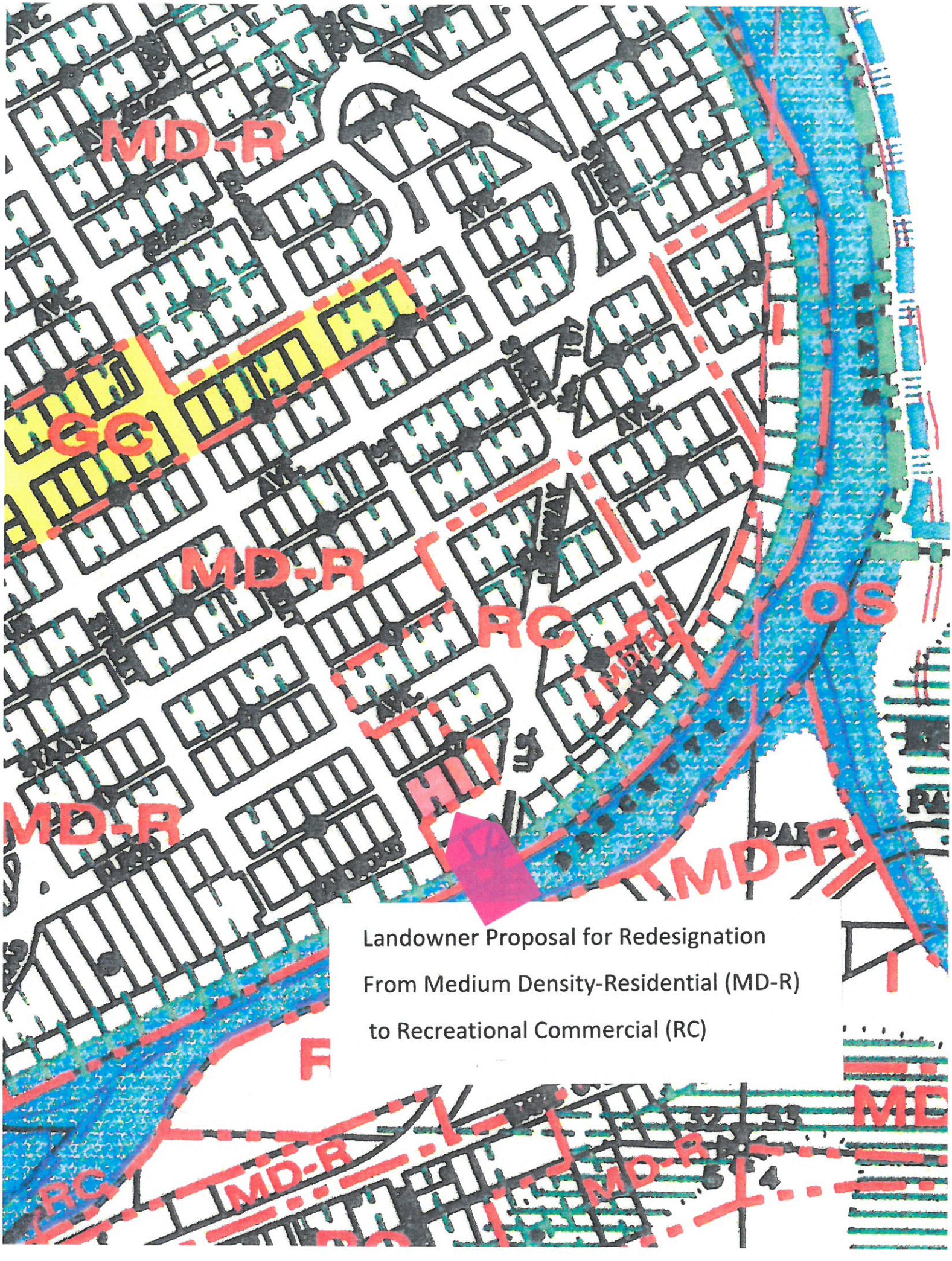
~~Property owner(s)~~:

Applicant(s)

Applicants, not property owners, will be responsible for fees associated with the application for a Zone Change



Zone change
for highlighted lots



Landowner Proposal for Redesignation

From Medium Density-Residential (MD-R)

to Recreational Commercial (RC)