

MINUTES
MAUPIN PLANNING COMMISSION MEETING
October 13, 2020
6:00 p.m.

ZOOM/TELECONFERENCE MEETING

PRESIDING: Dale Madden, Chairman

COMMISSION PRESENT: Dale Madden, Suze Riley, Denis Carlsen, Andrew Kreipe

COMMISSION ABSENT: One vacant position

STAFF PRESENT: Recorder Christine Kurtz, City Manager Kevin Lewis,
Planner Dan Meader, Planner Kirk Fatland

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE. The meeting was called to order by Chairman Madden at 6:09 p.m. Roll Call of Planning Commission was conducted by Recorder Kurtz.

CONSENT AGENDA: Approval of Minutes of August 11, 2020: It was moved by Commissioner Riley, Seconded by Commissioner Madden, and passed unanimously on a 4 to 0 vote (Ayes: Madden, Riley, Kreipe, and Carlsen; Nays: none); the Commission approves Consent Agenda as presented.

AUDIENCE PARTICIPATION. none.

STAFF REPORT. Planners Meader & Fatland summarized their Staff Report. Staff Report included window specifications were made to the Bar'ndominium & Cargo Container Draft Ordinance. Staff Report also described that our current ordinance does not specify what triggers a demolition permit and that Commission might consider adding, as State building codes no longer require demolition permits. There are only two historic buildings in The City of Maupin. The ODOT transportation specific language in the code needs to remain. Planner Meader proposed editing the Residential accessory structure text to make consistent across all 5 zones. Commission approved the changes. The Deed Restriction test was successful. City Planners and City Manager/ZOA Lewis will work on the Administrative Procedure and determining fees. Property owner Delamar was in touch with Planner Meader working on a commercial development proposal.

CONTINUATION OF STUDY SESSION ON UPDATES TO CITY ZONING

ORDINANCE TEXT: Planner Meader & Fatland began review on page 41 of the zoning text.

Revisions and Clarifications discussed included:

- 6.6 E is misplaced.
- 7.6 Item B – remove the word “newspaper”.
- 7.7 will be re-written to make the Council Hearing language consistent with the Hearing is optional policy earlier in the code.
- All the Transportation Language is specific to, and required by, ODOT
- 8.0 will be revised to reflect realistic time frames for application process. Planner Meader will amend to match Oregon Statute.
- Reminder that setting a specific date and time for Public Hearings satisfies meeting law notice requirement.
- 8.9 needs to be reworded for clarity.
- 9.0 replacing specific fines with language that covers Administrative costs in connection with specific abatement activity.
- Change City Recorder throughout the Ordinance to “Zoning Ordinance Administrator – ZOA”
- Change Appeals Hearing Procedure to match Hearing Procedure, no specific appeals procedure exists

DELIVERABLES: Planners Meader and Fatland to prepare and submit electronically to Commission and City Staff at, or prior to November meeting:

- Draft Zoning Ordinance as Revised
- Notice and Draft will be submitted to DLCD once completed, 35 days ahead of Public Hearing

Recorder Kurtz will collect any City/Commission notes and submit to Planners.

NEXT MEETING: NOVEMBER 10, 2020 AT 6:00 PM

ADJOURN: Chairman Madden adjourned the meeting at 7:45 p.m.

Respectfully submitted by
Christine Kurtz
City Recorder



Dale Madden, Chairman