

**City of Tillamook Planning Commission Minutes
September 1, 2011**

Commission Members Present:

Jan Stewart, Chairperson
Nick Hahn
Kate Skinner
Tamra Jacobs

Commission Members Absent:

Ray Jacobs (excused)
Charlotte Phillips (excused)
Aaron Palter (excused)

Staff Present:

David Mattison, City Planner
Lynda Casey, City Staff

Guests:

Teresa Wilkins

I. CALL TO ORDER:

Chairperson Stewart called the City of Tillamook Planning Commission meeting to order at 7:10 P.M.

II. HEARINGS OF CITIZENS AND DELEGATIONS:

Chairperson Stewart did not read the Hearing of Citizens and Delegations disclosure Statement as there were no hearings on the agenda.

III. APPROVAL OF THE PLANNING COMMISSION HEARING MINUTES FROM JULY 21, 2011 AND AUGUST 4, 2011 MEETINGS:

Chairperson Stewart asked for a motion to approve the minutes of the July 21, 2011 meeting.

- **T. Jacobs** made a motion to approve the minutes of the July 21, 2011 meeting. **K. Skinner** seconded the motion. There was no discussion. **Chairperson Stewart** called for the vote. Aye votes were received by **N. Hahn, J. Stewart, K. Skinner** and **T. Jacobs**. The motion passed.

Chairperson Stewart asked for a motion to approve the minutes of the August 4, 2011 meeting.

- **N. Hahn** made a motion to approve the minutes of the August 4, 2011 meeting. **J. Stewart** seconded the motion. There was no discussion. **Chairperson Stewart** called for the vote. **T. Jacobs** and **K. Skinner** abstained as they were not present at the meeting. **Chairperson Stewart** noted abstentions are counted as Aye votes. **N. Hahn and J. Stewart voted aye**. The motion carried.

IV. PUBIC HEARINGS: None

V. ITEMS OF HIGH PUBLIC INTEREST:

1. Amendments to City Comprehensive Plan (Part 1 of 3):

City Planner D. Mattison opened the discussion of the draft of the City Comprehensive Plan beginning with the process of moving forward. **D. Mattison** showed the Planning Commission the original full comprehensive plan and proceeded with the draft outline of the new Comp Plan. He would like to have the Planning Commission complete Parts A, B, and C, at tonight's meeting moving on to Part D in October, and Parts E and F in November.

D. Mattison explained he and City Manager **Paul Wyntergreen** had trimmed down the original draft. **K. Skinner** suggested cross referencing State requirements with the City Comprehensive Plan. **D. Mattison** and the Planning Commission went over the document provided in the commission packets noting any changes, corrections, or comments. All of these changes and corrections were documented by **D. Mattison** and will be implemented into the draft of the Comprehensive Plan which will be brought back in a final draft.

When the commission examined and discussed the table on page 29 entitled "Tillamook's Historic Sites and Structures";

- **K. Skinner** made a motion to strike the Naval Air Station from the table on page 29 of the document. **J. Stewart** seconded the motion. There was no further discussion. **Chairperson Stewart** called for the vote. **T. Jacobs, K. Skinner, N. Hahn and J. Stewart voted aye.** The motion carried.

It was also noted there are additional sites to be added to this table which **D. Mattison** will work on.

When the commission got to Page 38, Section 7-6 there was considerable discussion on Holden Creek located in the city limits and the responsibility of the landowners concerning Holden Creek. The Planning Commission would like to identify some areas of concerns to the City Council which may need to be considered at some time. These areas will be noted in the Comprehensive Plan. There was more discussion on this topic.

VI. ITEMS OF COMMISSION CONCERN:

N. Hahn mentioned he had attended the PUD Transmission Line meeting. There was discussion about this. **D. Mattison** explained what is happening and the roll of the Planning Commission. **Chairperson Stewart** noted it would be okay to attend meetings on this but would need to disclose any exparte contact not available at a public level.

T. Jacobs mentioned the water puddle on Alder Lane at the school zones. **D. Mattison** will relay the concern to the City Manager and Public Works Director. **Chairperson Stewart** also noted this is the second time **T. Jacobs** has voiced this concern.

VII. ANNOUNCEMENTS:

D. Mattison went over the changes the City Council made to the By-Laws. There was brief discussion about the changes.

The commission asked about the progress of the Parks and Recreation Master Plan and **D. Mattison** explained what is currently happening and what has happened since the community outreach began. A partial draft should be ready to review at the next meeting.

Chairperson Stewart mentioned the timeline for the projects ahead which was discussed.

D. Mattison also noted the Planning Commission training sessions are still online.

VIII: ADJOURNMENT:

Chairperson Stewart adjourned the meeting at 9:42 p.m.

Prepared by:
Debbi Reeves,
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Approval Acknowledged by:

Jan Stewart, City Planning Commission Chairperson