



**City of Dallas
Planning Commission
Council Chambers - City Hall
September 10, 2013- 7:00 p.m.**

MINUTES

1 **CALL TO ORDER**

2 President Chuck Lerwick called the meeting to order at 7:00 p.m.

3 **ROLL CALL**

4 Commissioners Present: Chuck Lerwick, Carol Kowash, David Shein, Denise Jones, and Robert
5 Wilson.

6 Absent: Chris Castelli and Les Oehler.

7 Staff present: City Attorney Lane Shetterly, Community Development Director Jason
8 Locke, and Recording Secretary Patti Senger.

9 **APPROVAL OF MINUTES**

10 President Chuck Lerwick presented the minutes of the regular meeting of August 13, 2013.
11 Commissioner David Shein made a motion to approve the minutes as presented; it was duly seconded
12 and passed unanimously.

13 **PUBLIC COMMENT**

14 There were no public comments.

15 **PUBLIC HEARING**

16 There were no public hearings.

17 **OTHER BUSINESS**

18 **CONTINUED DISCUSSION OF CITIZEN INVOLVEMENT IN THE LAND USE PLANNING PROCESS**

19 Jason Locke stated that a copy of Goal 1 of the Oregon's Statewide Planning Goals was included in the
20 meeting agenda packet and that the Commission had been asked to review them prior to the meeting.
21 He discussed the importance of a meaningful citizen involvement aspect as the Comp Plan was redone;
22 it would guide the movement forward on all of the other issues within the Comp Plan. The timeline for
23 this portion would be three or four months.

24 Mr. Locke discussed the use of communication mechanisms currently available that would provide
25 broader communication to engage the public in ways they had not been able to do before.

26 Mr. Locke explained the Comp Plan would reflect the goals of the City as a whole, the Planning
27 Commission would be doing the majority of the work, and City Council would be the legislators to adopt
28 or modify what would be recommended to them.

29 Mr. Locke indicated that staff was in the process of looking at grant opportunities to hire consultants to
30 work on various chapters of the Comp Plan. In response to a question by Denise Jones, Mr. Locke
31 explained that consultants could be hired for things such as inventories of available residential land,
32 data mapping, wetland inventory, or economic analysis. He reminded the Commission that the City was
33 currently resource poor and it would not be feasible for staff to do some of the specialized work for the
34 Comp Plan.

35 Carol Kowash discussed a large project she had been working on that was very complex and required
36 extensive strategies for communication; she asked about how contact with staff would happen on this
37 project. Mr. Locke stated that would be addressed as the project moved further along. He explained that
38 feedback would be required and some of the aspects would need to be done in a public forum. He also
39 talked about the formation of Citizen Advisory Committees that would come together to work on
40 different aspects of the Comp Plan.

41 Mr. Locke discussed the goal to create an updated Comp Plan that was an easy to use document and
42 reviewed some of the needed improvements from the one done in the 1990s. Bob Wilson stated that a
43 lot of effort had gone into the previous one, which was taken very seriously, and they were very proud
44 of the final document. He agreed that it was time for it to be updated. David Shein pointed out the
45 enormous value of going through the thought process to renew and update the Comp Plan.

46 Mr. Locke noted the importance of the Dallas 2030 Vision Project preceding the work on the Comp Plan.
47 He explained that it provided insight in regards to where the community stands on the economy, parks
48 and recreations, and housing. He stated that up to 300 people were engaged in the process in a
49 meaningful way and that was something that could be tapped into as things moved forward with the
50 Comp Plan. Ms. Jones suggested using a template from the 2030 Project for this process.

51 Ms. Jones asked for clarification about the Committee for Citizen Involvement (CCI) and Mr. Locke
52 explained that the Planning Commission would be a dual committee. Citizen Advisory Committees (CAC)
53 would be brought together to assist the CCIC for certain matters. Chuck Lerwick noted it would be
54 publicized. More discussion ensued about getting citizens involved in a meaningful way and the use of
55 social media.

56 Mr. Locke asked the Commissioners to review the state's planning goals and guidelines handout, make
57 notations, and bring them back to the next meeting.

58 COMMISSIONER COMMENTS

59 Mr. Shein discussed the complaints that were presented to the Commission at the last meeting. He
60 stated that he found out a draft copy of the proposed sign ordinance was brought to a Chamber of
61 Commerce meeting the previous week and noted it caused him disquiet because this Commission nor
62 the City Council had seen it but it was out in the public sphere. Mr. Locke clarified the people who came
63 to the last meeting were discussing the enforcement of the sign code and not the sign code itself and to
64 alleviate the disquiet he wanted to review the code with the Chamber and their members to see if there
65 were any red-flag issues. He explained that many drafts would presented to the stakeholders to obtain a
66 sense of what their thoughts were prior to bringing it back to this Commission for consideration. Mr.
67 Shein summarized that he would still like to know before the drafts were presented to the public to
68 remove the element of surprise. Ms. Jones agreed with Mr. Shein and added that to have citizen
69 involvement, trust, and transparency, the representatives needed to be informed and be able to form a
70 credible opinion. There was further discussion about code enforcement and Mr. Locke summarized that
71 there was a clear expectation that the City Council expected the codes to be enforced.

72 STAFF COMMENTS

73 Mr. Locke reported about the old Weyerhaeuser mill site. He stated they had a meeting with the
74 stakeholders and consultants and it was very productive. He mentioned it had a heavy-duty rail line and
75 they were looking at the potential of agriculture moving from there. There was also potential for value
76 added processing of agriculture products and a craft-manufacturing scenario.

77 Mr. Locke reported that the 800-900 blocks of Main Street Urban Renewal project would have the
78 groundbreaking ceremony on Friday morning at 10:30 a.m. and work would begin on the east side of the
79 street.

80 Ms. Kowash asked about the subdivision application and Mr. Locke stated it was located off Fir Villa
81 Road.

82 The meeting adjourned at 8:02 p.m.

APPROVED:

President

Date