



Planning Commission Minutes  
Thursday, September 16, 2021 – 5:30 P.M.  
City Hall Council Chambers, 520 E. Cascade Avenue, Sisters, OR 97759

Chairman: Jeff Seymour  
Commissioners: Art Blumenkron, Scot Davidson, Mark Hamilton, Jack Nagel, Tom Ries  
Absent: Cris Converse  
City Staff: Scott Woodford, Community Development Director, Nicole Mardell, Principal Planner, Emme Shoup, Assistant Planner, Paul Bertagna, Public Works Director, Cory Misley, City Manager  
Visitor: Sue Stafford, Nugget Newspaper  
Recording Secretary: Carol Jenkins

4:00 PM WORKSHOP:

I. CALL TO ORDER / DETERMINATION OF QUORUM / ADOPTION OF AGENDA

*Chairman Seymour* called the workshop to order at 4:00 pm.

Roll call was taken to establish a quorum: Commissioner Blumenkron, Commissioner Hamilton, Commissioner Ries, Commissioner Davidson, Commissioner Nagel, Chairman Seymour, and Vice Chairman Converse – absent. A quorum was established.

The agenda was approved: 1<sup>st</sup> Commissioner Blumenkron, 2<sup>nd</sup> Commissioner Hamilton. Motion passes.

*Director Woodford* asked for a swapping of the two agenda items if the Commission is ok with that change. The Commissioners all agreed.

II. HISTORIC PRESERVATION / SISTERS HISTORY

- A. Discuss Historic Reconnaissance Level Survey (Exhibit B).
- B. Discuss Historic Preservation Grant Projects
- C. Sisters 75<sup>th</sup> Anniversary Overview

<https://www.ci.sisters.or.us/community/page/sisters-celebrates-75-years-2021>

*Director Woodford* went over the Update on the Historic Preservation Awareness Efforts stating that with the recent discussion amongst the Planning Commission about historic preservation and the desire to create awareness in the community of our history and older structures, along with the 75<sup>th</sup> anniversary of the incorporation of Sisters, staff thought it would be informative and fun to discuss past and current efforts on the subject with the Planning Commission.

*Director Woodford* stated that included in the packet is the 2018 Historic Resources Survey and Historic Context Statement that was completed about three (3) years ago by an historic preservation consultant on behalf of the City. The purpose of an historic resource survey is to determine the current level of historic integrity of the built structures in a community. From this, we can learn which structures exhibit the most integrity and have potential for protection measures through a local or national designation and which ones do not – either they have been altered too much or are not old enough. It can also help determine if there is enough of a grouping of such structures to qualify as an historic district. According to the study, Sisters does not have a large number of buildings that exhibit a high degree of historic integrity, but there are a handful. While thinking about this, it is important to note that in Oregon, state law requires the consent of the property owner for any historic designation.

*Director Woodford* stated that there were 274 properties that were surveyed, from two (2) residences constructed in 1908 to buildings constructed in 2018. Approximately, 22 of the 2003 surveyed properties have been demolished, all residences. When looking at this, they develop an Evaluation Criteria – ES – Eligible Significant; EC – Eligible Contributing; NC – Non-Contributing; NP – Not of Period.

*Commissioner Hamilton* asked about the 22 properties that were demolished – what were their designations.

*Chairman Seymour* stated that he can speak to some of these homes and the status at the time was that they were either uninhabitable or condemned in a lot of the cases.

*Director Woodford* stated that Sisters does not have an outstanding stock of historic buildings, most buildings display just a few architectural features to convey their significance, “Western Frontier Architectural Design Theme” creates a new design context, recommended that the design guidelines be updated and refined, the Western false front “look” at this time is in danger of being overdone and expand into other related rustic styles and encourage the use of quality building materials.

Natural Register vs. Local Landmark: NR – more stringent process, honorary, comes with no protection, unless enacted locally; potential financial incentives (federal tax credits, state property tax freeze), Local Landmark administered through Deschutes County, must have property owner approval, less stringent standards, no financial incentives.

Study conclusions: 20 percent of buildings were found to be Eligible Significant (3) or Eligible Contributing (53), 25 percent did not display enough integrity, about half were out of period (not 50 years or older) and no concentration to warrant historic district, consider a thematic study of Forest Service buildings Multiple Property Document, consider a thematic study and nomination of the houses of builder George C. Carroll, consider Incentive Level Surveys of buildings that may be eligible for listing in the National Register, (such as the Hotel Sisters and Sisters Library).

*Director Woodford* stated that the city recently was approved for a state historic preservation grant in the amount of \$ 12,000 that is being administered through Deschutes County. We plan to use it to raise awareness of historic preservation in the community through creation of an interactive “Story Map” that will share information from the Survey above and Sisters’ history in addition other historic preservation awareness efforts. The 75<sup>th</sup> anniversary of Sisters includes a lot of fun

information, including the update of the Historic Walking Tour Brochure, the original articles of incorporation, some fun photos, and a link to the Three Sisters Historical Society.

Natural Register:

525 E. Cascade Ave. – Sisters High School

Local Register: (but recommended for NR Listing:

190 E. Cascade Ave. – Hotel Sisters

Local Register:

251 E. Cascade Ave. – Leithauser Store (Sisters Bakery)

401 E. Main Ave. – Hardy Allen House

101 E. Cascade Ave. – Aitken Drugstore (Palace Hotel)

Recommendations for NR Listing:

151 N. Spruce – picture attached.

Association with Master Builder George C. Carroll – picture attached.

251 S. Elm Street – Old Forest Service Building 1936-38

243 W. Adams Ave. – Examples of Possible Local Landmarks

403 W. Hood Ave. – Examples of Possible Local Landmarks

Examples of EC that maybe are not worth saving – picture attached.

305 W. Washington Ave. – Examples of NC 1940 Bungalow that may be able to be restored.

*Director Woodford* stated that there may be some out there that are not worth saving because of their condition, etc. There is a process for those that have significance and may be something as we get this information out to the community that more of those property owners come forward and save some structures.

*Commissioner Hamilton* stated that he had a question about this study being completed in 2018, and there is a local historical society now, and he is wondering if it is beneficial to reach out to them and get them involved in what their suggestions would be for eligibility.

*Director Woodford* stated that we will be touching base with them as we start to do this “Story Map” project to get their input.

*Commissioner Ries* asked if this is only the core area of Downtown and not the entire City limits.

*Director Woodford* stated that is correct. They usually try and look at the highest concentration of structures that may be historic. They need to be at least 50 years old to be considered historic. There may be some old barns or outbuildings that are on the outskirts that we could have them look at, but for this study, they did draw that boundary tighter around Downtown.

*Commissioner Ries* asked for clarification or information about a specific structure in town. It is the ranch looking house on the corner of Locust and Barclay.

*Commissioner Blumenkron* stated that the house is in sad shape right now. They have looked at trying to put it back together, but it is a costly deal for them. It is an older home and could be historic, but it has so many problems and may not be worth investing in.

*Chairman Seymour* stated that he knows the history on that property. That is the old Conklin Guest House and an historic property for Sisters. Back when he moved to Sisters, it was an active Bed and

Breakfast. It is one of the older homes in the area and they did try in the early 2000's to move into that preservation phase, but the recession was a hindrance to them. He stated that he is not sure what the present owners, or even the previous owners are planning to do, but there is a lot of history behind it. If you are interested, there would be history in the Nugget Newspaper archives as he remembers hearing and reading about it from time to time.

*Commissioner Nagel* stated that when it was the Conklin Guest House, it was beautiful both inside and out. When it became vacant, the owners thought they had it sold to someone that was going to make a restaurant out of it, but before they had the actual contract, they started tearing out walls inside and then the deal fell through, and it has been vacant since and a mess.

### Sisters 75<sup>th</sup> Anniversary Overview

*Planner Shoup* presented a power point of the 75<sup>th</sup> Anniversary stating that over the past year when she was working at the City with AmeriCorps, one of the main projects was working on the Sisters 75<sup>th</sup> Anniversary in which we called it 'Celebrating 75'. The intention of 'Celebrating 75' was to celebrate Sisters' incorporation back on April 9, 1946. In a normal year, when we were not navigating around COVID-19 public health regulations, we would have had a big community wide festivity bringing the community together to learn and just have fun. We had to be more creative this past year in how we could celebrate and recognize this important milestone for the City of Sisters and our community. Navigating and collaborating with key partner agencies and non-profits, as well as do more grab-&-go materials that were more covid friendly that people could take with them and read later. As well as more one-on-one interviewing and oral storytelling and do what we could to celebrate Sisters' history and capture it this past year.

*Planner Shoup* continued to say that part of my presentation is to highlight what we have done as far as community engagement, historic preservation, and frame this as a tool for what we can do this upcoming year for the historic preservation project. Historical photos is a great way to make history approachable for anyone, at any age, and the City has a great archive of historical photos as well as through the Sisters Historical Society. We were able to collaborate with them and use the photos that we do have to share with the community. She stated that she made a poster and went door to door in businesses downtown and talked with them about the 'Celebrating 75' and if they could put the posters in their business. There are banners on the lamp posts around downtown Sisters and creating a younger and inviting tool by creating coloring pages of the historical photos.

*Planner Shoup* stated that they also collaborated with the Nugget Newspaper, and they were very generous with us and working on doing ads, collaborating with the Chamber of Commerce and did very different ads that highlighted Sisters' history and the culture, etc. One was on the Rodeo looking at photos from the past to more recent photos. She stated that she did a historical feature with the Nugget interviewing Floyd Leithauser, the son of one of the owners of the Leithauser Grocery back in the 60's. His father ended up having an integral part of the Sisters Incorporation back in 1946. A lot of people have asked why it took so long for Sisters to become an incorporated town because there was a post office back in 1888, the town was platted in 1901, and even reports of people talking about wanting an incorporation back 1912. Many community members resisted the bureaucracy that came with the incorporation.

*Planner Shoup* stated that at the same time, the Comprehensive Plan was going on and we were doing a lot of community outreach. She thought it would be a great opportunity to talk about Sisters' history of growth in the different events that happened over time, and how they could be correlated with the ups and downs, or booms and busts of population. In working with the key partners, with the non-profits, we were able to expand our reach into the community, reach more people at a healthier and safer dispersed rate and continue to find unique ways to celebrate our history. The Citizens for Community non-profit as well as working with Sisters Historical Guild, the Actors Guild, and the Museum, they are working on a Murder Mystery, a re-enactment film of an actual murder story that happened in Sisters back in the 1920's. There were the Farmers Market Booth, Founders Day Picnic, created the Sisters Downtown Historical Landmarks Walking Tour (Brochure), Historical Plaques on building around downtown (added 13 plaques with photos), Planting 75 ponderosas with the Middle School students on Arbor Day, and a Historical Mural Project. If you are interested in more information, please visit:

<https://www.ci.sisters.or.us/community/page/sisters-celebrates-75-years-2021>

*Commissioner Davidson* asked what the role of the Planning Commission is based on the historical preservation, or historical aspect of the city. He asked Director Woodford if there is a particular vision, are you going to be asking the Commission for anything or is this all simply informational. One highlight for him is that Sisters is not resource rich in historical buildings, and it seems logical to right size the effort and do what we can to save these significant buildings, but not get lost in that initiative when we have so many other things on the table.

*Director Woodford* stated that he does not envision any changes, or the Planning Commission regulating historic preservation in the community. Currently, we have the County that helps us with the landmarking of any structures, but in the future, we could always create ourselves as a certified local government where we could take more local control over that, but it would require that we establish a Historic Landmarks Commission and have a Historic Preservation Ordinance. That is an option in the future to keep on the table. It is more on the lines of informational at this point.

### III. DEVELOPMENT CODE AMENDMENTS

#### A. Discuss Upcoming Development Code Amendments (Exhibit A).

*Planner Mardell* stated that with the final review of the Comprehensive Plan nearing an end, and with additional capacity, staff thought it would be valuable to provide an update to the Planning Commissioners on upcoming development code and long-range planning tasks. Staff will provide more detail at this workshop and welcomes Commissioners' thoughts on any of the items below, or additional tasks to be considered.

*Planner Mardell* stated that we held the public hearing before the City Council last Wednesday and they voted unanimously to approve the document. They did have some minor revisions to the policy language, but typically it was not substantive items. If you are curious of reviewing the list of additions that they added, it is on the most recent City Council packet from the 8<sup>th</sup>. On the 22<sup>nd</sup>, we will be having the 1<sup>st</sup> and 2<sup>nd</sup> reading of the Ordinance adopting the Comprehensive Plan. We are nearing the finish line here very soon.

*Planner Mardell* stated that we as staff in coordination with the City Manager ranked some of these priority items and tried to assign a general timeframe of when we are going to initiate and dig into them. We thought something that would be helpful of involving the Planning Commission is to check in and see if there is anything that we are missing that seems like a high priority and add it to this list or is there a need to reprioritize any item in this list.

1. Use Review – Storage Related Uses in Industrial Districts (Fall/Winter 2021).
  - In coordination with the EDCO Regional Director and City Manager, staff is proposing to study storage related uses in the City’s Industrial zones and their impact to employment land supply and job creation.
2. Temporary Use Code Review (Fall/Winter 2021).
  - In consultation with the City Manager and Council, staff is proposing to revisit and refine the City’s Temporary Use Code (SDC Section 2.15.1900). As staff sees an increase in this type of request, this section requires review to ensure code standards remain clear and enforceable.
3. Housekeeping and Code Cleanup (Winter 2022).
  - Cleanup to code relating to mis-references, typos, and unclear code language.
4. Efficiency Measures (Winter through Summer of 2022)
  - The next step in the Comprehensive Plan update process is to consider Efficiency Measures, which are development code amendments and incentives that the city could implement to better utilize our existing City zoned land and help accommodate our identified housing needs. This process is prior to any possible consideration of a UGB Amendment. Development code amendments include higher allowed densities, reduction of minimum lot sizes for single family detached housing, allowing a wider variety of middle housing types, targeted rezoning of vacant land from non-residential to residential uses, in addition to previously identified code amendments to allow a mix of housing, and additional standards for height/allowed uses in Downtown Commercial Zone District.
5. Housing Plan (Winter through Summer of 2022).
  - An update of the 2010 Housing Plan is a City Council goal. The primary objective of the update is to address the many changes that have occurred in the community since then, and the increasing unaffordability, update the needs analysis in terms of affordability (what can people afford and types of units needed), review housing trends, and review the strategies in the 2010 Housing Plan and recommend updates based on best practices, changes to state law, and community direction. Public input will be a focus and review and adoption of the Plan will occur through the Planning Commission and City Council.
6. Private Tree Regulations (Winter/Spring 2022).
  - Rewrite the City’s code section relating to removal and protection of trees on private property (SDC 3.2.500) to provide greater clarity for removal of trees and incorporate best practices for retention of trees at the same time of development and following development.
  - Review of defensible space requirements in 3.2.200 (may be dependent on DLCDC Wildfire Rulemaking).

7. Dark Skies Lighting Compliance Audit (Winter/Spring 2022).
  - Conduct an audit of lighting in City of Sisters city limits for compliance with the City's Dark Skies code. Conduct education/awareness and potential edits to 2.15.2400 (Dark Skies Standards).
8. Parking Study (Spring/Summer 2022).
  - Conduct a parking study to analyze the efficiency/effectiveness of the City's current parking requirements throughout the City's zoning districts.

*Planner Mardell* stated that she welcomes any questions and thoughts from the Planning Commissioners and happy to expand on any of these items further.

*Commissioner Davidson* stated that comments and priorities are always a challenge and is great to bring it to paper. The real meat starts in 4 and 5 with the Efficiency Measures and the Housing Plan. He stated that he is quite interested to get into that. He asked that in the historic review that we just looked at, there is a paragraph in there about the Western Design Theme in the community today. Without action that is going to stay as is until 2023, and he is wondering if there is any sentiment to have some review of that because the character of Sisters is important to make this a great tourist location and a great place to live. The advice that was included in that report was wise.

*Commissioner Nagel* stated that he has noticed over the years that the Western Design Theme was valuable for the growth of Sisters and tourism. Now, it seems that for quite a while, it has been somewhat watered down, and he thinks it should be enforced more than it has been or enforced as it was intended as well as the Sign Ordinance.

*Commissioner Blumenkron* stated that he likes the idea of having some western, but when looking at the historic structures and the old Forest Service Headquarters which is now a private residence, that aesthetically fits right in here as well.

*Commissioner Davidson* stated that it is consistent with what the historic report said to incorporating more rustic elements with a greater focus on quality materials.

*Commissioner Blumenkron* stated that you can see those elements in the stone fireplace, the siding, and the way that the windows were done. It is a very pleasant looking house.

*Commissioner Hamilton* stated that he concurs with Commissioner Nagel in that when traveling around the state and indicates that he is from Sisters, he receives a lot of positive feedback for the identity of the town. He stated that he realizes that it is going to be a challenge to manage the growth because you cannot have a shopping plaza such as Rays Food Place area where it tips its hat to a Western Theme, but it is corrupting it. He thinks that as the growth is built out from the core of town that we need to either accept that it is going to have the Western Theme modernized, or we are going to strengthen the regulations on it and impose that design for future construction and development.

*Commissioner Davidson* asked the Commission if this is a priority that needs to be addressed in this 1 ½ year timeframe of priorities that has been proposed or is it something that can sit as is until we readdress priorities perhaps a year from now.

*Commissioner Blumenkron* stated that he has a question about item 1. (Storage Related Uses) – is it the intent to keep people who have industrial property from doing storage on the property, or mini-storage developments because it sacrifices land that could be used for businesses that are going to create jobs, etc.

*Planner Mardell* stated that the intent behind this one is more of a research project and using that research to determine the next steps. It came about in talking with our Economic Development Director regarding the Buildable Lands Inventory, and the target industries during our Comprehensive Plan review. She has some very specific industries also in line with that report in trying to attract to this town. Part of it is working to study if we can use land more effectively for potential new employment related businesses or industrial uses. Also, just wondering if this self-storage or material storage is in anyway negatively impact that employment land. At this point, it is just the study and research behind it – we have not yet determined a conclusion for that project.

*Commissioner Hamilton* stated that he did not feel that a storage business would be a large employer, or one that would attract highly skilled individuals, but it would use a great deal of land. He asked if these plans get scored in anyway in terms of how they contribute to the economic development of Sisters.

*Planner Mardell* stated that we do not have any criteria in our Code related to job creation, and that was not one of the factors analyzed during review of the most recent self-storage facility.

*Commissioner Davidson* stated that regarding this issue, this is a message that the housing stock is not satisfying a need that the people who live here have. By in large, anyone who is using Sisters Self-Storage lives here so when we start thinking about the housing plan, it would be interesting to consider what this all means.

*Commissioner Blumenkron* stated the greater the in-fill, the smaller the garages, the smaller the lots, the more people are going to be using storage facilities, etc.

*Planner Mardell* stated that we as staff need to incorporate some of that research as part of this project as well and looking at it as a full picture, etc.

*Planner Mardell* asked the Commissioners about the Western Design Theme and wanted to see if they felt this is an item to revisit in the design standard code language – the Western Design Theme specifically.

*Commissioner Ries* stated that he appreciates the western style motif for the downtown and thinks it is a good idea because it attracted him to come to Sisters, and he has always enjoyed coming to Sisters before he moved here. He asked if there is an Architectural Review Committee within the Planning Commission that reviews and make a recommendation on commercial buildings having the western motif.

*Planner Mardell* stated that there are a couple of ways that the Western Design Theme is reviewed. If the application is a Type III which requires Planning Commission review, that is typically a Master Planned Development, then the Planning Commission could review some of those findings regarding the Western Design Theme. Most times, we see applications come in that are a smaller scale, so a Site Plan on a lot is an Administrative Review, so staff is accessing the applicant's proposal, the



Burden of Proof of how they meet the Western Design Theme, so staff is serving in that review capacity.

*Director Woodford* stated that it sounds as though the Planning Commission would like to do a further review and he suggested that we bring it back to a future work session, and have that more in-depth conversation, a more nuance conversation, and staff to identify whether that is something that we to want to put on the work plan in the future. He suggested to take some more time to devote it to its own topic on a future work session.

*Chairman Seymour* asked staff with respect to this list, is this list generated internally from staff, or kicked down from City Council. He stated that historically, the items that the Planning Commission have reviewed with respect to the code, or items that we are looking at here tonight, it is usually generated in the goal setting sessions by Council. There are technical things that need to be looked at from a code standpoint, but before we go and start taking on an agenda here, it would be worthwhile to get Council's take on what they want to see us working on and consider those options as well. At this point, he stated that he has heard nothing from Council with respect to the Western Theme. It has been discussed in the Planning Commission meetings, but do we really want to open that up. With respect to the Temporary Use permits, it is interesting to see the feedback staff is getting on these because as a Commission, he stated that he believes they revised these about 5-6 years ago. We went from being a very fragmented and very choppy code to it being vague and more open to interpretation to some degree, but one of the challenges with respect to the fee structure and what those uses were which coincided with the Food Truck conversations. He stated that everything else he sees is very valid.

*Planner Mardell* stated that in the first question about the Council goal setting and if Council has reviewed this list. The Housing Plan was on the Council goals for this year as well as the Dark Skies Lighting component, and when we drafted this list as staff – we did look at the Council goals first, then drafted a list of some other items that staff felt would be important to work on, and then met with the City Manager who was representing the City Council from what he was hearing. In talking with Director Woodford, we can run this past the City Council to make sure there is the nice cohesion there and support for it. On the second question relating to the Temporary Use permits, one of the items that has been popping up lately is the intersection between our Temporary Use Code and the Transient Merchant Code. One of the items that Council had worked on was relating to and spacing out the food carts or smaller retail and trying to push them away from Cascade Avenue because of the high concentration of those businesses in the past. This year, we did get one request or a Temporary Use permit for Bonita Food Cart located on Cascade Avenue. The Council wanted us to look at how those two codes interacted with each other and make sure the intent of them is not getting the same thing, or that we are clear about why they might be different. Our Code, and other community codes do have different categories for some different uses, and we are seeing a lot of mobile food unit requests, also requests for some higher intensity uses such as a nursery use which generates more traffic and requires more temporary or changes to the site. It might be helpful to study or do some research what other communities do, how they handle it, and making sure our code is as clear as possible.

*Planner Mardell* stated that we will get to work and come back likely next month with some updates on at least one of these items. Feel free to contact staff as we are always open if something comes to you after the meeting feel free to shoot us an email or give us a phone call.

*Commissioner Nagel* wanted to address the issue of people speeding through town. He visited Dayville last week where they had electronic speed signs and are bigger than the one's we have in town. They are showing the speed you are going, and the speed you should be going. He stated that he feels it is imperative that we have one coming into town from the east and the west. We have very small 20 mph speed limit signs and people do not see them, or just ignore them. They would be a lot more effective than what we have right now. It has been talked about and kicked around but nothing happens.

*Director Woodford* stated that we do have some amendments to the Transportation System Plan (TSP) and some of those talk about speed zones. The Planning Commission will get to hear that presentation on October 21<sup>st</sup> and be able to provide that input. Make sure to save those comments for that meeting.

*Chairman Seymour* stated that he thinks it would be worthwhile to look at the code for the Adams Avenue corridor. He is still not comfortable in how that was put together and some of the restrictions between the east side and the west side. We are at a point right now that the idea of changing that code language back in 2014 was to spur development on Adams Avenue, and we have not seen that work yet. There is a lot of restrictive language in there that makes it challenging for property owners to do anything with their property, there are a lot of vacant lots, and feels it would be worth at least reviewing it to see if there is anything as a Commission add to it, getting additional eyes on it as well. Also, with respect to the Adams improvement project, it would be good to have code language that is conducive to those improvements.

*Commissioner Hamilton* stated that he agrees with Chairman Seymour, and he thinks that Adams Avenue is primed for development in the future because of the lack of available land. He stated that he would love to go through those regulations that were done in 2014 – he would agree.

*Commissioner Blumenkron* stated that one other area that is next to the retirement home that we have – is a big empty field. In talking about this before, he was told that it was zoned for retail and maybe some housing combined with it, and if we are lacking on land for housing that is a prime area. There are retail spaces that have been for rent for awhile and if we are looking at efficiency and things that we can do, there is a big piece of land right there.

*Planner Mardell* stated that both items relate well with the Efficiency Measures project, and we will make a note to see if it makes sense to incorporate revisitation of that code as part of that process. It was noted in the paragraph in the report, one of the items is looking at the uses, standards for residential development in the downtown commercial zone. The majority of downtown commercial district excluding the Adams Avenue overlay, housing is only allowed if it is part of a mixed-use building. We do get quite a few inquiries of folks who want to build residential property, but they are not able to because of that restriction. We can wrap in a revisitation to see how the code language is working on Adams Avenue specifically to see if there are any barriers there that are standing in the way to add those residential units. She stated that she will make a note to ensure that we are looking at that as part of the Efficiency Measures project.

*Commissioner Davidson* stated that with the items coming up and in front of us in the months ahead, there are two big problems. One is efficiency and the other one is affordable housing. He stated that he had proposed many weeks ago before we fell into the Comprehensive Plan, the idea of doing some benchmarking with some other successful communities that have been through the same

thing. It might be a good time to put this on the table to see if there is any interest to see if we could plan a meeting with Planning Commissioners in other communities who have been down this road to share with them or hear from them their ideas, they feel they have successfully answered or what has been unsuccessful in these two critical topics and maybe others.

*Planner Mardell* stated that she will talk more with Director Woodford and discuss a Planning Commission with other Planning Commissions to see if there is an opportunity there to meet and she will get back to all of you.

#### IV. STAFF AND COMMISSIONER UPDATES

*Planner Mardell* discussed training opportunities to the Planning Commission and asked that they respond to her by Wednesday, September 22<sup>nd</sup> at 5:00 pm. These training opportunities include:

1. Virtual Planning Commission Training – Keep Out of Hot Water: Land Use Decision-making for Planning Commissioners, Elected Officials, City Administrators, and Planners on Wednesday, September 29, 2021, from 6-8 pm.
  - Department of Land Conservation and Development staff will cover the basics of state and local responsibilities, the role of Planning Commissioners and staff, decision-making bodies, ethical behavior, ex-parte contact, quasi-judicial vs. legislative hearing processes, and legally defensible findings.
2. Virtual Oregon/Washington Chapters of the American Planning Association Joint Conference on October 13<sup>th</sup> through October 15<sup>th</sup>, 2021.
  - The 2021 conference continues with the theme of Growing Together Virtually, recognizing the importance and challenges of planning for evolving communities, large and small, in these challenging and polarizing times. The conference will provide the opportunity to share, learn from each other, and grow as professionals. Schedule with a speaker and session details found here:  
<https://oregon.planning.org/events/conference/2021/2021-conference-schedule/>.

*Planner Mardell* stated that they are not sure about having a hearing in October, but we will let you know if something changes.

#### V. ADJOURN

The meeting was adjourned at 5:23 pm.

Respectfully submitted,

Carol Jenkins, Recording Secretary.