

CITY OF CASCADE LOCKS
PLANNING COMMISSION/HISTORIC LAND COMMISSION
AGENDA

Thursday, October 22, 2015 at 7:00 PM
City Hall

- I. Call Meeting to Order.
- II. Approval of Minutes.
 - A. May 14, 2015 Planning Commission/Historic Land Commission Meeting Minutes.
- III. New Business
 - A. LU 15-002 Port of Cascade Locks Request for Zone Change.
 - B. Historic Landmarks.
- IV. Adjournment.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

- I. Call Meeting to Order. Chair Cramblett called the Planning Commission/Historic Land Commission meeting to order. Members present were Gyda Haight, Gary Munkhoff, Todd Mohr, and Chair Larry Cramblett. Virginia Fitzpatrick was absent. Also present were City Administrator Gordon Zimmerman, Planning Consultant Stan Foster, City Recorder Kathy Woosley, Roger Hicks, Angela Guisinger, Bev Bennett, and Brenda Cramblett.
- II. Approval of Minutes.
 - A. March 12, 2015 Minutes. PCM Mohr moved, seconded by PCM Munkhoff, to approve the March 12, 2015 Planning Commission Minutes. The motion passed unanimously.
 - B. December 11, 2014 HLC Minutes. PCM Mohr moved, seconded by PCM Munkhoff, to approve the December 11, 2014 Historic Land Commission minutes. The motion passed unanimously.
- III. New Business
 - A. Public Hearing – LU 2015-001 Roger Hicks Conditional Use Permit. Chair Cramblett read the Planning Commission Public Hearing Procedures and opened the hearing at 7:04 PM. PC Foster explained the Hearing Disclosure Statement.

Chair Cramblett asked if there were any conflicts of interest or ex parte contact. Hearing none, PC Foster read the staff report.

Applicant's Testimony: Roger Hicks stated that he started thinking about this 10 years ago and wanted to be able to create some jobs also in Cascade Locks. He said he has 8 units currently in the RV Park and 7 of them are rented out. He said in the winter time the motel business is slow.

Roger said the State of Oregon has to inspect the units when he finishes them and then certify them as a recreational vehicle. He said having these units rented out also creates water and electricity revenue for the City. He said he has 6 or 7 spaces left.

PCM Munkhoff asked if transient room tax was being paid. Roger explained that nightly stays pays the tax but no tax is paid on monthly stays.

Roger stated in the beginning he brought in four units that were already built, then decided to build them himself. He said the four that were brought in were poorly constructed and falling apart.

PCM Munkhoff asked how many people are employed. Roger said he employs a couple of people. PCM Munkhoff asked if he was going to stop building the units once the spaces were filled. Roger said yes but would possibly be looking for a suitable piece of property in the future to build and sell the units. He said now he would just like to build two units a year and not mass produce. PCM Munkhoff asked if he was going to build six or seven more units then be done manufacturing on the current site. Roger explained that he would like to replace the poorly made units and fill the rest of the spaces so would be more like 10 units.

Chair Cramblett said the original conditional use given for that property was for an RV Park and it doesn't seem that it is an RV Park now. Roger said it is still an RV Park and the units are considered RV's. He said he works together with the State.

PCM Munkhoff asked if Roger built the frames. Roger said he builds the frames also.

Proponent: Brenda Cramblett said she is a proponent for the manufacturing. She said she hardly hears anything at all and he is just building one at a time. She said the park looks much better with the log cabin style RV's than it did with the dilapidated trailers.

Brenda said she had a concern with the selling portion. She said she would like to make sure that Roger could not sell the unit and lease the space underneath to create permanent living. She said that would then make the RV Park a trailer park. She said if the unit is sold it should have to be removed. She said he should not be allowed to sell them for permanent residency.

PC Foster explained that an RV Park is for temporary residence. Brenda asked how that was going to be policed. Brenda explained the history of allowing the Bridge of the Gods RV Park as a limited stay and then amended to allow construction workers for Bonneville Dam to stay for a longer period of time.

Opponent: Bev Bennett said she would like to commend Roger on the improvement of the RV Park. She said it looks much better now and is an inviting place for our tourists but said she is concerned also with the selling of the units. She said the notice stated selling of the units. She said she considers the property to be zoned as commercial and this would make it manufacturing.

Brenda said she is concerned with permanent residency.

PCM Munkhoff asked about the differentiation of manufactured home and RV. Roger stated that an RV has to be under 400 sq. ft. and anything over that is considered a manufactured home. PCM Munkhoff said these units are considered RV's and they are placed in an RV Park.

Rebuttal: Roger said he is limited under the authority of the State of Oregon. He said he can only build two units a year or else he has to purchase a dealer's license. He said he abides by the state law when renting his units. He said the State of Oregon is no longer kicking people out of RV Parks. Roger said he regulates the park, keeps it clean, does not allow drug use, and will address any issues that arise. He said he is trying to help a couple of people to make a living and also make a profit for himself. He explained that he cannot kick someone out after 14 days when they're staying here and working.

PCM Munkhoff said once the unit sells it would have to leave the premises. He explained that if the land is an RV Park he doesn't have separate pieces of land to rent out. Roger said he hasn't done that. He said his intentions are to improve the town and he didn't like the "trailer image". He said he thought the log cabin units improved the look of the RV Park and he is trying to make a profit on his business. He said people love the cabins and they are mostly rented out to construction workers. He said he rents the units for \$1,000 to \$1,500 per month.

Chair Cramblett closed the hearing at 7:48 PM.

Commission Deliberation: Chair Cramblett said when he read the permitted conditional uses in the "D" zone he thought it had more to do with the art industry. PC Foster said he didn't interpret it to read exclusively for art. He said it states light manufacturing and assembly. Chair Cramblett said he envisions downtown to be for commercial and recreation. PC Foster explained the "D" zone as a unique hybrid zone. PCM Haight asked if there was going to be a problem with longevity. Brenda Cramblett said she didn't have a problem with the cabins staying there as they look much better than the travel trailers that have been there in the past. Chair Cramblett questioned whether this is the right area to be manufacturing the cabins and asked Roger if he had talked to the Port of Cascade Locks for a more suitable place to manufacture them. Roger said the units are expensive to build and right now can't afford to build five or six at a time. He said he would have to obtain a dealer's license from the State if he exceeds two a year.

Brenda stated that you really can't tell that building is going on. Bev Bennett asked about the building supplies when the units are being built. PCM Munkhoff stated that the intent for

manufacturing is that it is done indoors and no materials are to be stored outside in the "D" zone and said this doesn't really seem to follow this definition and requirement. He said the work is being done outside but according to testimony the noise is mitigated. He said he doesn't see a problem as long as only building two units a year.

PCM Mohr congratulated Roger on how well the property looks. He said he doesn't think this activity fits the Downtown Plan. He said he doesn't know how he manages to construct the units in such a small area. PCM Mohr said he would agree to only two a year and the site is kept clean with building material out of sight. PCM Haight said Roger would have to obey all State of Oregon laws.

Chair Cramblett went through the list of conditions on the staff report. The Planning Commission added, "Applicant shall not exceed two units constructed annually" to Condition number 2. The Planning Commission amended Condition number 3 to state, "Applicant shall take steps to operate only during daylight hours 8 am – 6pm and provide screening and sound dampening for any construction related noise which may impact neighboring residential areas. Applicant shall comply with the City noise ordinance."

CA Zimmerman asked Roger if the units had serial numbers on them. Roger stated that the units have a serial number on them and could provide certification papers for them. Chair Cramblett asked if the building material is brought in on a trailer. Roger said the material is brought in on a trailer and then covered.

PCM Munkhoff asked how long it takes to build one. Roger said they have been working on one now for five months. He said he can only build two in a year.

Decision: PCM Mohr moved, seconded by PCM Haight, to approve the Conditional Use Permit with additions to conditions. The motion passed unanimously.

PC Foster explained the appeal period. CA Zimmerman said Roger could continue building the units.

B. Discussion regarding Historic Landmarks. CR Woosley explained that the Historic Land Commission must meet twice a year and this is the first meeting of the year. The Historic Land Commission had no discussion regarding Historic Landmarks.

IV. Adjournment. PCM Mohr moved, seconded by PCM Munkhoff, to adjourn.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Larry Cramblett, Chair

CITY OF CASCADE LOCKS
PLANNING STAFF REPORT
October 1, 2015

Application File Number: LU 15-002 Port of Cascade Locks Zone Change Request

Type of Action Requested: Zone Change from P to CR

Code Authority: Zone Change (8-6.176)

Application certified as complete: September 10, 2015

Action Deadline: January 8, 2016 (120 days)

Approval Criteria: 8-6.176.060 (Article V – Page 36-37)

Applicant(s): Port of Cascade Locks

Location: 427 Portage Road, Cascade Locks, 97014

Township: T 02N

Range: R 07E

Section: 12AD

Taxlot: # 101

Zoning: Public Zone

Minimum Lot Size: No minimum lot size except for housing (HDR standards apply)

Specific Action Requested: Approve the rezoning of the subject property from Public zone to a Commercial Residential zone. Amend the zoning map to reflect the new zone designation if approved by the City.

Staff Summary: Staff has reviewed the application and the following criteria have been reviewed for consideration of this request. The City has a limited amount of land within the city limits and the subject parcel was originally designated Public (P) to accommodate a public health facility on the property. Since that time, conditions have changed and the County has determined that this parcel is no longer needed for public purposes. Furthermore, the County has determined that the Port of Cascade Locks should be able to market this parcel for commercial and mixed use developments which would best serve the community of Cascade Locks.

FINDINGS:

CDC Section 8-6.176 establishes the approval criteria for approving a Comprehensive Plan map amendment. The request was initiated by the Port of Cascade Locks and is therefore a “quasi-judicial action subject to the full review of the Planning Commission and concurrence by the City Council.

1. 8-6.176.040 Submittal Requirements;

The Port of Cascade Locks has provided an application outlining their request to rezone 2.25 acres of surplus public lands (adjacent to the Fire Station) to Commercial residential. This rezone request is prompted by an inter-agency agreement between the County and the Port to market this land to create job creation opportunities within the community. The Port has complied with the submittal requirements.

2. 8-6.176.060 Approval Criteria- Comprehensive Plan Map amendment

A. Proposal complies with Statewide Planning Goals and administrative rules.

The Proposal complies with the Statewide planning goal nine –Economic Development. “To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon Citizens.

The subject parcel is no longer needed for public use, an appropriate zone for the subject parcel due to its location along WaNaPa Street is a mixed use zone such as Commercial Residential (CR). This would allow a prospective developer to create a mixed use development which offers housing in conjunction with commercial retail activities.

B. Proposal complies with Comprehensive Plan goals, policies and implementation strategies.

The City of Cascade Locks has adopted strategies and goals which seek to diversify our economic base and create family wage jobs which support a sustainable local economy.

The inclusion of the subject parcel into our developable lands inventory allows the community to support economic development with a high degree of flexibility and accommodate a wide range of creative development.

C. The Comprehensive Plan does not provide adequate areas for the uses allowed.

Cascade Locks is landlocked by the surrounding Columbia Gorge Scenic Recreation Area and therefore has a limited amount of developable lands. This proposed rezoning is to take land out of the public zone which only accommodates public uses and make it more flexible and consistent with surrounding properties. The determination that this property is surplus was made by Hood River County based on their long-term needs in the area. Adequate public lands are available within the city limits to accommodate the anticipated public uses into the future.

D. The Comprehensive Plan provides more that the projected needs for land in the existing land use designation.

The City of Cascade Locks and Hood River County have adequate lands for all anticipated public uses into the future. The City has a shortage of Commercial lands and a continual need for additional residential lands so the rezoning to CR is consistent with the goals and strategies of Cascade Locks to develop a sustainable local economy with adequate housing for its citizens.

- E. The uses in the proposed designation will not produce significant adverse impacts on existing land use designations.

The proposed use of the subject parcel is consistent with the surrounding properties which are primarily residential and commercial activities. The re-zoning of the 2.25 acre parcel along our primary commercial corridor is consistent with the overall growth patterns expected in Cascade Locks and will support a more diverse and sustainable local economy.

- F. Public facilities and services necessary to support uses allowed in the proposed designation are available or can be made available at the time of development.

The proposed parcel has adequate access to public facilities as the City Fire Station is adjacent to the subject parcel and has all services extended to this facility.

ACTION REQUIRED: The Planning Commission after hearing testimony from proponents and opponents will deliberate and take action to either approve or deny the applicants request.

STAFF RECOMMENDATION: Staff recommends approval of the re-zone from Public (P) to Commercial Residential (CR) to support the development of Cascade Locks primary commercial corridor with appropriate development which supports and sustains the local economy.

CONDITIONS OF APPROVAL:

- 1. Future development of the proposed site shall be subject to full site and development review by the City Planning Commission prior to development.**
- 2. Applicant shall market subject parcel consistent with the requirements of a Commercial Residential zone property.**
- 3. Property will be developed in a manner which does not interfere with the operations of the City Fire Department.**
- 4. Applicant shall comply with any conditions consistent with Oregon Planning rules and established by the City Planning Commission in consideration of this request.**

5. Applicant shall not market said property until such time as all actions related to this application are complete and filed with the responsible parties
6. Applicant shall file a deed and plat associated with the subject parcel with Hood River County and with the City of Cascade Locks prior to the sale of any part of the subject property.
7. Applicant shall pay all fees and associated costs of this permit prior to the marketing and sale of the subject parcel.

DECISION(S):

_____ 1. Planning Commission approves the Re-zone request and recommends approval of the re-zone to the City Council for final action as requested and as specified in the staff report.

_____ 2. Planning Commission denies the permit request based on the conditions enumerated by the Commissioners in their motion and duly recorded in the minutes of the Planning Commission.

_____ 3. Planning Commission approves the permit request which includes conditions of approval which are consistent with all planning rules and as duly recorded in the minutes of the Planning Commission.

Staff Report and order prepared by Stan Foster, Planning Consultant City of Cascade Locks, Oregon.

City of Cascade Locks
P.O. Box 308
Cascade Locks, Oregon 97014
Phone: 541-374-8484
Fax: 541-374-8752

ZONE CHANGE APPLICATION

I. BACKGROUND INFORMATION

Applicant

Applicant Name: PORT OF CASCADE LOCKS Phone: 541-374-8619

Address: P.O. BOX 307 / 437 Portage Rd
355 WANA PA STREET CL, OR 97014

Applicant Standing (Fee Owner, Contract Purchaser, etc.): CONTRACT

Property Owner (if different)

Name: HOOD RIVER COUNTY Phone: 541-386-3970

Address: 601 STATE STREET HOOD RIVER, OR 97031

Property Information

Property Address: N/A

Township; Range; Section; Tax Lot: T02N-R07E-12AD-101

Current Zone: P-PUBLIC Proposed Zone: CR-COMMERCIAL RESID.

Property Size: 2.25 ACRES

Existing Use/Structures: VACANT - TBD

Application Proposal: CONVERT 2.25 ACRES PUBLIC TO COMM. RES. ZONE

THE PORT OF CL HAS SIGNED AN AGREEMENT WITH COUNTY
TO MARKET, PURCHASE, DEVELOP PROPERTY FOR JOB CREATION.

FOR OFFICE USE ONLY

File Number: _____

Submittal Date: _____ Fee: _____ Received by: _____

Application Type: _____ Completeness: _____ 120 Day: _____

II. APPLICATION REQUIREMENTS

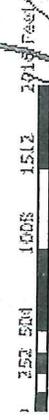
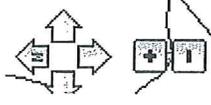
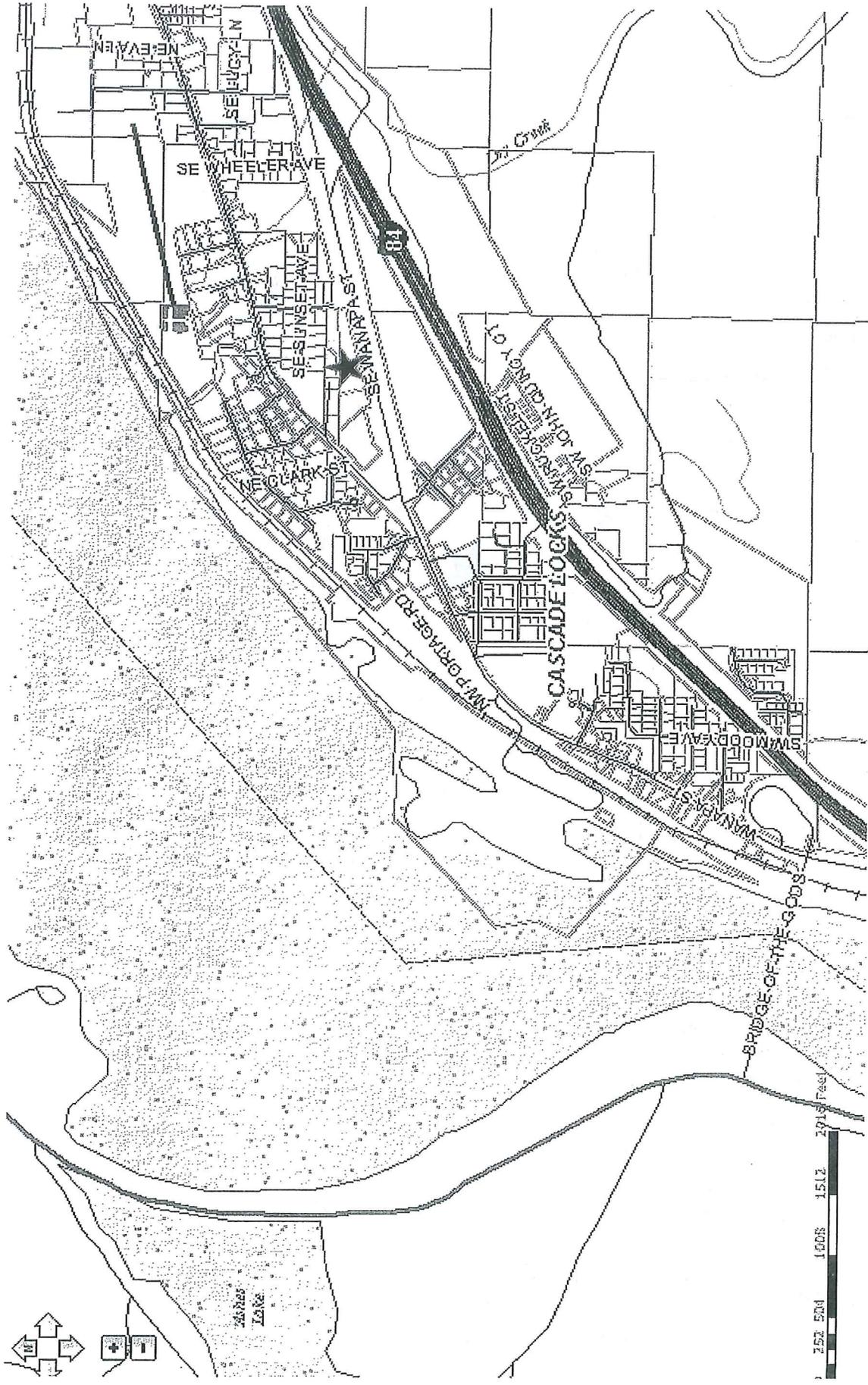
- (A) Completed and signed application form.
- (B) Written response to the approval criteria. This should include all narrative, illustrations, plans, etc. needed to show compliance with the provisions of Chapter 8-6 176 of the Community Development Code. It is the applications responsibility to prove the need for the zone change.
- (C) N/A Names and addresses of all the property owners within 250 feet of the boundaries of the property. This list must be provided by a Title Company or the Hood River County Assessor.
- (D) Copy of the latest deed, sales contract, or title report indicating property ownership.
- (F) A current Hood River County tax map(s) showing the subject property(ies) and all properties within 250 feet of the subject property
- (G) A signed fee agreement and payment for filing fee.

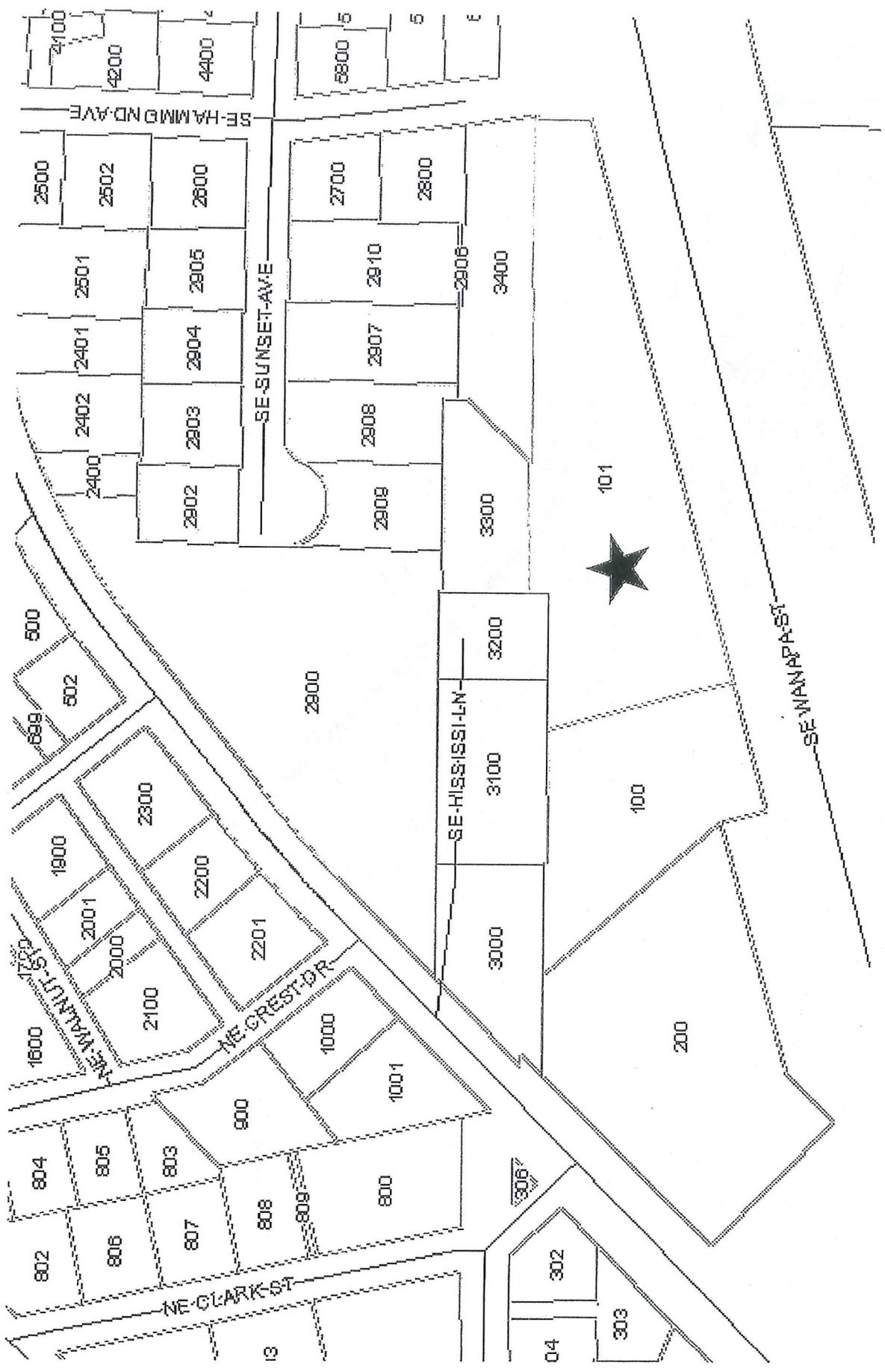
III. SIGNATURES

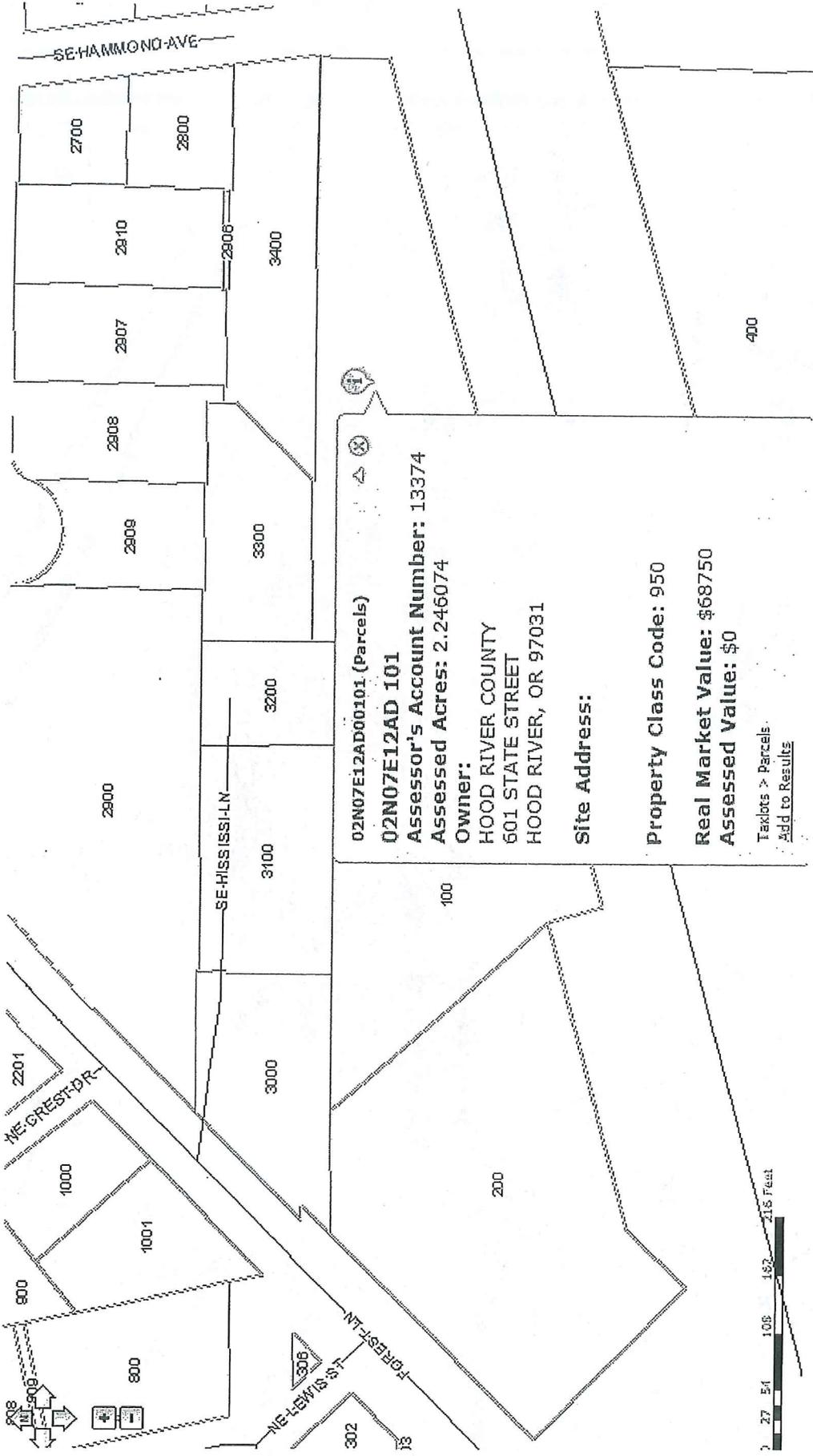
NOTE: ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT A LETTER OF CONSENT AUTHORIZING ANOTHER INDIVIDUAL TO MAKE APPLICATION. INCOMPLETE OR MISSING INFORMATION WILL DELAY THE REVIEW PROCESS.

Paul Koch 9-3-15
Applicant/Owner Date

[Signature] 9-3-15
Applicant/Owner Date





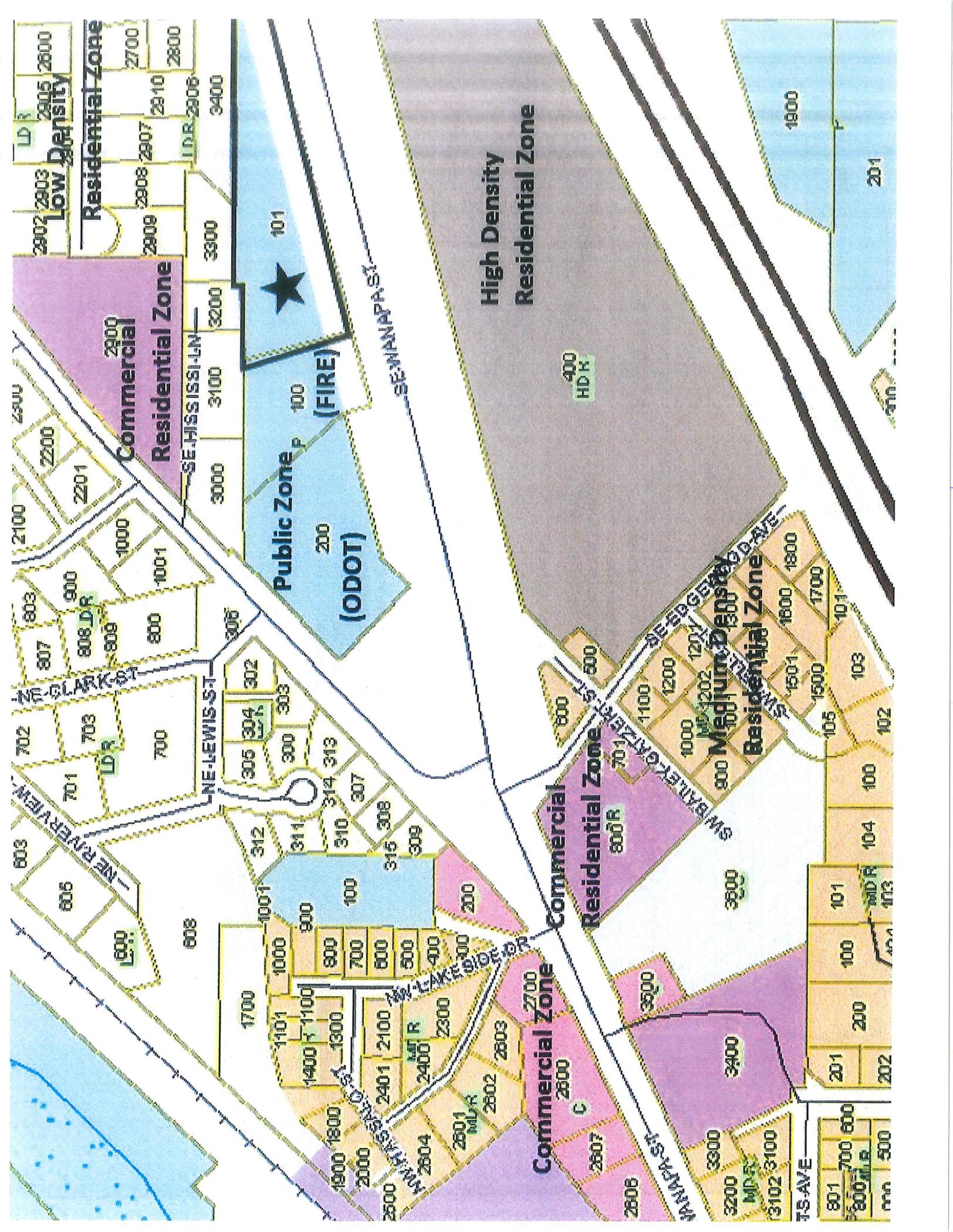


02N07E12AD00101 (Parcels)
 02N07E12AD 101
 Assessor's Account Number: 13374
 Assessed Acres: 2.246074
Owner:
 HOOD RIVER COUNTY
 601 STATE STREET
 HOOD RIVER, OR 97031
Site Address:

Property Class Code: 950
Real Market Value: \$68750
Assessed Value: \$0

Taxlots > Parcels
 Add to Results





Zone Change Application Narrative

Date: September 4, 2015
Applicant: Port of Cascade Locks
Owner: Hood River County
Taxlot: 02N07E12AD101
Acres: 2.25

Proposal: **The Port proposes to rezone one 2.25 acre parcel of vacant property from P-Public to CR-Commercial Residential for economic development purposes.**

The subject property just east of the City's new fire hall was previously slated for the development of a medical clinic facility by Hood River County. Plans have since changed and the property now sits vacant with no planned uses. The County was interested in selling the property to another public entity. After a year of discussion, the Port and the County signed the attached Purchase and Sale agreement (PSA) in July of 2015. As the Port's mission is economic development for the community of Cascade Locks, the property will be prepared to host jobs. The Port has completed a clear Phase 1 environmental review, as well as an appraisal for the property. The next step is to rezone the property to allow for appropriate development to occur.

1. Comprehensive Plan:

The 2001 Adopted City of Cascade Locks Comprehensive Plan identifies Wa Na Pa Street (Highway 30) to be a major transportation route through the City. It is also the primary commercial corridor through the center of the community. The development of this property would serve to stretch the commercial district longer through town, while providing opportunity for an intentional gateway to the east approach of downtown. This project directly addresses the City's Comprehensive Plan Strategy areas: III. Economy A. Commercial...Revitalization and Development; and B. Jobs Creation.

2. Development Code:

The City of Cascade Locks Community Development Code states that "The purpose of the Commercial/Residential Zone (CR) is to provide a mix of retail, service, business, and residential needs for the community." The mixed-use nature of the CR Zone allows for compatible development potential for the surrounding residential and commercial properties. Nearby properties are a mix of zoning, with predominantly commercial uses along the main corridor, and residential neighborhoods adjacent. Nearby zoning designations currently include: C-Commercial, CR- Commercial Residential, LDR- Low Density Residential, and HDR – High Density Residential.

3. Impacts:

At this time there is no specific development proposed for the subject property. The mixed-use CR zone allows for a variety of permitted uses including but not limited to: indoor retail, restaurants, offices, motels, community services, residential homes, day cares, etc. as well a number of conditionally permitted uses. Once the property is re-zoned, the Port will market the property to attract compatible businesses and/or mixed-use developments, to the benefit of the local economy.

4. Facilities/Services:

Utility services are available for connection to the south and east of the lot. The lot has a unique permitted [deeded] access onto Wa Na Pa Street through a shared driveway with the City's new fire hall development. No additional approach driveways onto Wa Na Pa are permitted by ODOT. Should the Port partition the property at a later date, the Port and/or developer will be responsible for access easements to allow ingress and egress to and through the properties.



NOTICE OF A PROPOSED CHANGE TO A COMPREHENSIVE PLAN OR LAND USE REGULATION

FOR DLCD USE

File No.:

Received:

Local governments are required to send notice of a proposed change to a comprehensive plan or land use regulation at least 35 days before the first evidentiary hearing. (See [OAR 660-018-0020](#) for a post-acknowledgment plan amendment and [OAR 660-025-0080](#) for a periodic review task). The rules require that the notice include a completed copy of this form.

Jurisdiction: **City of Cascade Locks, Oregon**

Local file no.: **LU 15-002**

Please check the type of change that best describes the proposal: **L**

- Urban growth boundary (UGB) amendment** including more than 50 acres, by a city with a population greater than 2,500 within the UGB
- UGB amendment** over 100 acres by a metropolitan service district
- Urban reserve designation**, or amendment including over 50 acres, by a city with a population greater than 2,500 within the UGB
- Periodic review task** – Task no.:
- Any other change** to a comp plan or land use regulation (e.g., a post-acknowledgement plan amendment)

Local contact person (name and title): **Stan Foster, Contract Planner**

Phone: **5413300485** E-mail: **stan@paroresources.com**

Street address: **64644 Cook Avenue** City: **Bend** Zip: **97703-**

Briefly summarize the proposal in plain language. Please identify all chapters of the plan or code proposed for amendment (maximum 500 characters):

The action requested is a zone change from public to commercial residential. The subject parcel was zoned public to accommodate the County's intent to locate a public health facility on the property. The parcel (2.25 acres) has been surplus and transferred to the Port for development. The re-zone is consistent with the Comp plan goals and the surrounding area. To develop the property requires a zone change.

Date of first evidentiary hearing: **10/22/2015**

Date of final hearing: **11/19/15**

This is a revision to a previously submitted notice. Date of previous submittal:

Check all that apply:

- Comprehensive Plan text amendment(s)
- Comprehensive Plan map amendment(s) – Change from _____ to _____
Change from _____ to _____
- New or amended land use regulation
- Zoning map amendment(s) – Change from Public (P) to Commercial Residential (CR)
Change from _____ to _____
- An exception to a statewide planning goal is proposed – goal(s) subject to exception:
- Acres affected by map amendment:

Location of property, if applicable (site address and T, R, Sec., TL):

List affected state or federal agencies, local governments and special districts:

NOTICE OF A PROPOSED CHANGE – SUBMITTAL INSTRUCTIONS

1. Except under certain circumstances,¹ proposed amendments must be submitted to DLCD's Salem office at least 35 days before the first evidentiary hearing on the proposal. The 35 days begins the day of the postmark if mailed, or, if submitted by means other than US Postal Service, on the day DLCD receives the proposal in its Salem office. **DLCD will not confirm receipt of a Notice of a Proposed Change unless requested.**

2. A Notice of a Proposed Change must be submitted by a local government (city, county, or metropolitan service district). DLCD will not accept a Notice of a Proposed Change submitted by an individual or private firm or organization.

3. **Hard-copy submittal:** When submitting a Notice of a Proposed Change on paper, via the US Postal Service or hand-delivery, print a completed copy of this Form 1 on light green paper if available. Submit **one copy** of the proposed change, including this form and other required materials to:

Attention: Plan Amendment Specialist
Dept. of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, OR 97301-2540

This form is available here:

<http://www.oregon.gov/LCD/forms.shtml>

4. **Electronic submittals** of up to 20MB may be sent via e-mail. Address e-mails to plan.amendments@state.or.us with the subject line "Notice of Proposed Amendment."

Submittals may also be uploaded to DLCD's FTP site at http://www.oregon.gov/LCD/Pages/papa_submittal.aspx.

E-mails with attachments that exceed 20MB will not be received, and therefore FTP must be used for these electronic submittals. **The FTP site must be used for all .zip files** regardless of size. The maximum file size for uploading via FTP is 150MB.

Include this Form 1 as the first pages of a combined file or as a separate file.

5. **File format:** When submitting a Notice of a Proposed Change via e-mail or FTP, or on a digital disc, attach all materials in one of the following formats: Adobe .pdf (preferred); Microsoft Office (for example, Word .doc or docx or Excel .xls or xlsx); or ESRI .mxd, .gdb, or .mpk. For other file formats, please contact the plan amendment specialist at 503-934-0017 or plan.amendments@state.or.us.

6. **Text:** Submittal of a Notice of a Proposed Change for a comprehensive plan or land use regulation text amendment must include the text of the amendment and any other information necessary to advise DLCD of the effect of the proposal. "Text" means the specific language proposed to be amended, added to, or deleted from the currently acknowledged plan or land use regulation. A general description of the proposal is not adequate. The notice may be deemed incomplete without this documentation.

7. **Staff report:** Attach any staff report on the proposed change or information that describes when the staff report will be available and how a copy may be obtained.

8. **Local hearing notice:** Attach the notice or a draft of the notice required under ORS 197.763 regarding a quasi-judicial land use hearing, if applicable.

9. **Maps:** Submittal of a proposed map amendment must include a map of the affected area showing existing and proposed plan and zone designations. A paper map must be legible if printed on 8½" x 11" paper. Include text regarding background, justification for the change, and the application if there was one accepted by the local government. A map by itself is not a complete notice.

10. **Goal exceptions:** Submittal of proposed amendments that involve a goal exception must include the proposed language of the exception.

¹ 660-018-0022 provides:

(1) When a local government determines that no goals, commission rules, or land use statutes apply to a particular proposed change, the notice of a proposed change is not required [a notice of adoption is still required, however]; and

(2) If a local government determines that emergency circumstances beyond the control of the local government require expedited review such that the local government cannot submit the proposed change consistent with the 35-day deadline, the local government may submit the proposed change to the department as soon as practicable. The submittal must include a description of the emergency circumstances.

<http://www.oregon.gov/LCD/Pages/forms.aspx>

If you have any questions or would like assistance, please contact your DLCD regional representative or the DLCD Salem office at 503-934-0017 or e-mail plan.amendments@state.or.us.

Notice checklist. Include all that apply:

- Completed Form 1
- The text of the amendment (e.g., plan or code text changes, exception findings, justification for change)
- Any staff report on the proposed change or information that describes when the staff report will be available and how a copy may be obtained
- A map of the affected area showing existing and proposed plan and zone designations
- A copy of the notice or a draft of the notice regarding a quasi-judicial land use hearing, if applicable
- Any other information necessary to advise DLCD of the effect of the proposal

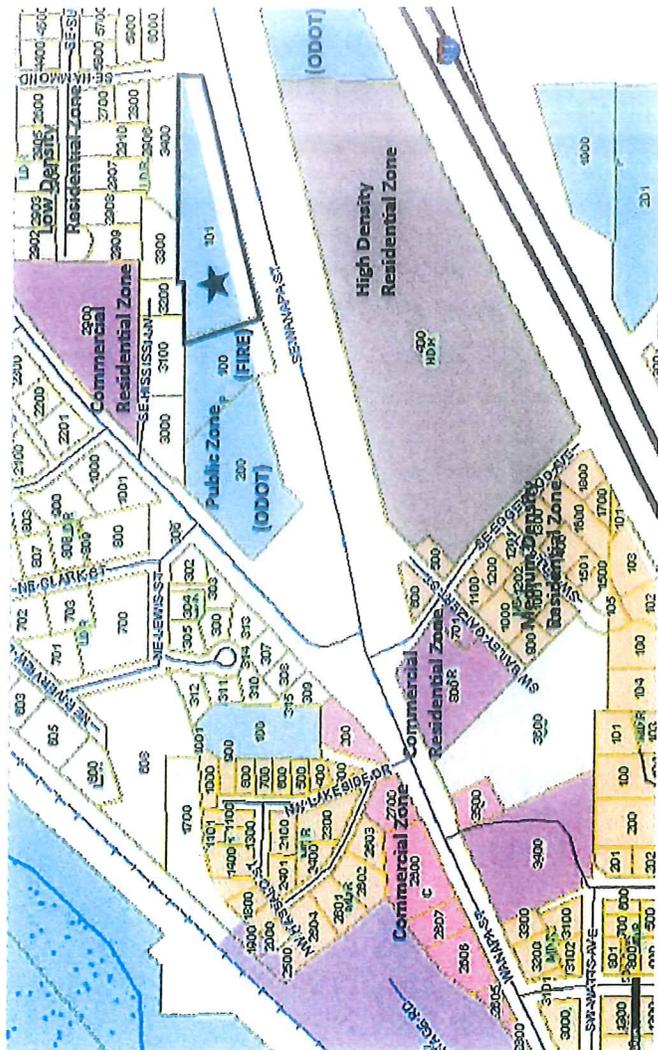
Supplemental Information
Notice of a Comprehensive Plan Map Amendment
City of Cascade Locks, Oregon

The City is providing notice to DLCD per administrative rules of a proposed zone change within the city limits. The City will provide the complete **staff report by no later than October 1, 2015 for complete review.**

This change is necessitated by the sale of the subject parcel from Hood River County to the Port of Cascade Locks due to the parcel no longer being needed for a public health facility. The parcel is surrounded by Commercial and Residential properties and fronts WaNaPa Street (Historic Highway 30) and is the only commercial district within the city.

The City of Cascade Locks is a land-locked community within the Columbia Gorge Scenic Recreation Area and therefore has no land available within the existing UGB. This parcel within the city limits and our core commercial district will be reviewed for consideration to be brought back into our developable lands inventory. There is no need for additional public zone lands as determined by Hood River County and will therefore be considered for re-zoning to an appropriate zone consistent with the surrounding area.

This action requires a zoning map change and therefore is subject to this review by DLCD.



NOTICE OF PUBLIC HEARING

Notice is hereby given that the Cascade Locks Planning Commission, at its meeting on October 22, 2015 at 7:15 PM, in the City Council Chambers of the City Hall, Cascade Locks, Oregon, will consider the following application:

FILE TITLE: LU 15-002 Port of Cascade Locks Zone Change

APPLICANT: Port of Cascade Locks

REQUEST: Convert 2.25 acres of Public zoned land to Commercial Residential.

LOCATION: 2N 7 12 AD 101 (Property located east of Fire Station at 25 SE WaNaPa Street)

APPLICABLE REVIEW CRITERIA: Cascade Locks Community Development Code Chapters 8-6.176.070 and 8-6.76.

(see map on reverse)

NOTICE TO MORTGAGEE, LEINHOLDER, VENDOR, OR SELLER: ORS CHAPTER 215 REQUIRES THAT IF YOU RECEIVE THIS NOTICE, IT MUST PROMPTLY BE FORWARDED TO THE PURCHASER.

The Public Hearing on this matter will be conducted in accordance with the rules contained in the zoning ordinance adopted by the Cascade Locks City Council, which is available at City Hall.

All interested persons may appear and provide testimony and only those who submit written comments or testify at the hearing shall be entitled to appeal.

Failure of an issue to be raised in the hearing, in person or by letter, or failure to provide sufficient specificity to afford the approval authority an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

At least seven days prior to the Hearing, a copy of the staff report will be available for inspection at no cost, or a copy can be obtained for fifteen cents per page.

For further information, please contact Kathy Woosley at Cascade Locks City Hall, 374-8484, 140 WaNaPa, Cascade Locks, OR 97014.

