

MINUTES

MILWAUKIE CITY COUNCIL WORK SESSION

May 15, 2007

Mayor Bernard called the work session to order at 5:30 p.m. in the City Hall Conference Room.

Council Present: Councilors Barnes, Collette, and Stone.

Staff Present: City Manager Mike Swanson, Community Development/Public Works Director Kenny Asher, Engineering Director Gary Parkin, Planning Director Katie Mangle, Assistant Planner Brett Kelter

Citizens Utility Advisory Board Work Plan

Mr. Parkin explained the Citizens Utility Advisory Board (CUAB) currently had 4 members who reviewed utility plans and other public works projects. There is currently one vacancy on the Board. They were involved with developing the Street Surface Maintenance Plan and would continue to monitor and evaluate it. As staff proposed projects year by year the Board would review the lists. The CUAB typically had one meeting per month with some homework. The major elements of the work plan were the wastewater master plan, the water master plan, and oversight of the street surface maintenance program. The CUAB was involved in reviewing and helping update the Capital Improvement Plan (CIP) annually. Finally, the Board was involved with the neighborhood safety program that included traffic safety issues, sidewalks, crosswalks, and lighting.

Bob Hatz, CUAB Chair, hoped to recruit another member for the Board because there was a lot of work that needed to be done. He enjoyed his time on the Board and found the work challenging. He noted that he said it is a very good board to be on. He explained that the CUAB was advisory and made recommendations to the City Council.

Mayor Bernard said the Budget Committee talked about having a list of CIP projects that were completed and noting any that might be delayed.

Mr. Parkin replied that would be incorporated into the CIP.

Councilor Stone commented this was one of the hardest working citizen advisory groups in the City and particularly appreciated its work on the street maintenance funding program. She was glad to see wastewater extension annexation for Johnson Creek on the list.

Mr. Parkin responded the CUAB looked forward to dealing with that issue.

Councilor Stone said looking for alternate funding was a good idea. Would the CUAB work on the neighborhood traffic management program or did it fall into the traffic safety board arena, which the City no longer had.

Mr. Parkin said the Board would not actually participate but would assist in setting up the program. He thought it was within the CUAB's purview as long as there was time.

Councilor Stone asked if the City got a lot of street lighting requests.

Mr. Parkin replied they did get a few, and it was a huge issue in terms of budget. He would like to have some process for dealing with the requests. Most of the requests

and complaints that come to the City have to do with too much light or not enough light in particular areas.

Planning Commission Work Plan

Ms. Mangle reported the Planning Commission had put a lot of work into developing an achievable work plan within budget and staff constraints. She referred to page 2 and identified 4 priorities. Highest priority was to conduct sound public hearings and arrive at decisions that would pass muster at the Land Use Board of Appeals (LUBA). Second was adoption of the Transportation System Plan (TSP) by the end of 2007. Third was to update the master plan for the Hwy 224 commercial triangle area and looking at rezoning the Murphy and MacFarlane sites. The consultant budget for Planning Commission would cover that task.

Mayor Bernard would like to see that area more pedestrian and bike friendly. He thought the Gramor project would have been better next to the sidewalk.

Ms. Mangle said fourth were several priorities identified in last year's work plan and development to trigger transportation improvements.

Planning Commission Chair Jeff Klein said he received a lot of e-mails about the sign code and complaints about the recently installed billboards at Hwy 224 and 99E. The Commission would be taking a closer look at the code.

Mayor Bernard noted the potential for Measure 37 claims.

Mr. Klein felt the City should state its expectations and let people decide if they want to fight them. He commented that North Main Village had more stringent standards than the City regarding signs.

Ms. Mangle said Measure 37 applied only if there were no property transfers, so regulations would be applicable at some time in the future.

Planning Commissioner Lisa Batey stated that although the City might face Measure 37 claims, she felt it was important to send the message that the community had standards that could be protested.

Councilor Collette agreed that setting standards was a key.

Planning Commissioner Scott Churchill added that signage was an important visual quality and a way in which to judge the environment.

Planning Commissioner Teresa Bresaw felt the City should be more strict on flag lot landscaping requirements.

Mayor Bernard asked if there was a permitting process for paving over lawn.

Ms. Mangle replied there are landscaping standards for new development so it might be a code compliance issue.

Ms. Bresaw thought 30% of the property had to be landscape. She was also concerned with storm water runoff.

Ms. Mangle said the goal after December would be to deal with something other than transportation. She asked the Council if it had any direction or comments on the proposed work plan.

Councilor Stone asked if the code was as strict as possible when it came to flaglots.

Ms. Mangle replied flag lot standards had become stricter over time, but Milwaukie still has a lot of large lots that would qualify under the current code for flag lots.

Councilor Stone said that one thing that made Milwaukie so unique was that people actually had back yards. She felt they should be preserved instead of just putting in some kind of structure. It should be harder to add a mobile home.

Ms. Mangle responded that the standards for manufactured housing were statewide. She discussed the issue of landlocked properties.

Mayor Bernard noted one of the first things he did on Council with Jeff Marshall was to change the standards in order to reduce the number of flaglots.

Ms. Bresaw did not think it was being enforced.

Mr. Klein said on Logus Road there are people with large lots who were interested in partitioning. There were four backyards so the logical thing to do would be to create a cul-de-sac. These owners are looking at financial gain for retirement.

Councilor Stone replied that was a good point, and the standards should not restrict a property owner's ability to develop. She noted there were manufactured homes that sat sideways on a property and do not face the street.

Mr. Klein said someday the value of the land would be such that something other than a manufactured home would be better. That will inevitably cure itself.

Councilor Stone knew people who live in them and there can be some beautiful manufactured homes, but these do not help the look of the neighborhood.

Mr. Churchill said the planning tools were developed to try to hold the urban growth boundary, which is important to do, but it is creating some serious conditions. Portland Planning is encouraging less than 5-foot setbacks, but firefighters are concerned because they cannot erect ladders to fight fires in that limited space.

Mr. Klein looks at worst-case scenario that the City was willing to accept, and everything else will be better than that.

Ms. Mangle looked forward to staff's helping the Planning Commission be more visionary.

Mayor Bernard commented on the need to discuss the tree ordinance.

Ms. Mangle heard a lot of comments about trees in Milwaukie, and there were different types of regulations that the City could consider. It is starting at the staff level slowly by doing research and they will do education outreach in the neighborhoods.

Mayor Bernard suggested looking at Lake Oswego's tree code.

Councilor Collette asked the commission if they were familiar with graphic oriented code based on what you want to see and not the negative. Like what was done with downtown vision and design guidelines. In Astoria, she asked how to keep those things fresh and vibrant with turnover in staff and population, and they suggested ongoing workshops while adjusting codes. How do you keep people bought into a plan as people came in and things changed. That was exactly what one might want to do with the Hwy 224 triangle.

Mr. Churchill was from Marin county where there are very strict tree ordinances and view corridor concerns. When it comes to planning code that area had max build out. You have to look at how create a volume in a building form that had appearance of less mass and bulk. Graphic tools provide guidelines for applicants to get and accept the concept.

Mayor Bernard asked about updating the downtown plan.

Ms. Mangle replied that was considered in attachment 1 under current planning and permitting hearings of the Planning Commission and they listed out some of the anticipated projects.

Mr. Klein said the goal this year was to determine what could realistically be accomplished and gains made. Ms. Mangle and staff had done a fantastic job and the focus is on this list.

Ms. Mangle said there are grants available from the state and they might be able to tackle some of the other projects.

Mr. Klein wanted to add regarding the improvements to 42nd Avenue. Since the improvements have been made he has noticed the residents had made a difference on what the street looked like and many houses have been cleaned up. He applauded 42nd Avenue residents.

Councilor Barnes asked what was envisioned with the project at Ardenwald and Linwood Schools.

Ms. Mangle replied that is related to the School District bond measure. Ardenwald possible demolition and reconstruction, Linwood get a new bus turnaround and a gym, and other projects at Rowe Middle School, Milwaukie High School and Lewelling.

Mr. Klein said there are a lot of good projects that were needed in Milwaukie Schools. About \$14 million being put in these schools in addition to Ardenwald.

Design and Landmarks Committee

Barb Cartmill, Andrew Tull, and Patty Wisner were all present members of the DLC.

Ms. Mangle explained this has been a year of transition for the DLC and she wants continue in a positive way over the next year. A primary responsibility of the DLC is implementation of the design guidelines in the downtown. They also play a role in monitoring and regulation of historic resources. Over the last year they met quarterly or as the need arose. Over the next year there will be a lot of work this committee will be asked to do. Currently there are three members on the five person committee so the first priority was to recruit new DLC members. There are two anticipated projects that will go under a design review including the Transit Center project and Riverfront Park. There is a post decision design review of Church of the Movable Foundation on a few limited parts of the building. Ardenwald Elementary project when that goes forward. Some of the Code revision projects that were mentioned with the Planning Commission will definitely get input from the DLC. Anything with a sign codes especially relating to the downtown and downtown public area requirements.

Ms. Wisner explained there was slide show used as an orientation for new members. The slide show was lost and cannot be found. So in trying to create a new one the committees, divided the historic properties between them, and are taking digital pictures for a fresh updated version to be used in a PowerPoint presentation that she will put together. She wants to tell the story of early beginnings. It will be comprehensive on the properties with a nice look and feel.

Ms. Mangle said this would be a valuable resource and would be more accessible than the slide show.

Councilor Barnes suggested getting the information together for a senior to use for their Senior Seminar project and they could put together a video with all of the information.

Councilor Collette suggested working with Madalaine Bohl.

Ms. Wisner wanted to open each decade and weave in some photos of Milwaukie and show houses from each time period.

Councilor Collette said that she digitally photographed all the houses that were in the Ardenwald historic home tour.

Ms. Mangle said in addition to the historic properties she would like to show other valuable properties that were not on the registry, and others that had been covered up or demolished.

Mr. Tull said he recently moved to the area so this was a great learning experience. Milwaukie had beautiful homes hidden in the residential neighborhoods. It has really been interesting and he has met some great people.

Mr. Kelper passed out a copy of a postcard that the committee decided would be a good idea to send to people as a warning to know that the committee would be coming around taking photos.

Councilor Collette found when the focus is on a person's house then they begin focus on their house. They start taking better care of property when realizing it is context in history.

Mr. Kelper summarized that the main focus for the committee is getting up to full strength and to meet regularly, and to get the committee up to speed for the upcoming projects and strengthen relationship between the Planning Commission and DLC.

Mayor Bernard talked about design standards in Hwy 224 triangle. We need to look at whether a particular new house that is built fits in with the neighborhood. He would like to look at something like the assisted living house on Lake Road. That doesn't fit in to the neighborhood.

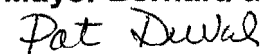
Ms. Mangle said that request was on the paramedic code fix list and depends on how difficult it is to do and the controversy it would create. They will look to DLC to work with Planning Commission on those types of code changes.

Ms. Wisner said a person interested in being on this committee would be a person who enjoys just living in a small town and preserve the best and working on projects that make it even better. A person struck by architecture, older homes and remodeling or historic preservation, has professional background in architecture, design or landscaping would be great for this committee.

Ms. Wisner said when she joined the DLC in 1997 she had no idea so many things were put on the preservation list and more will probably be added.

Councilor Stone added that she envisioned the DLC looking at, as downtown starts to develop, and art comes into the downtown that it goes to the DLC for them to determine what we want to see on the streets. Following up on the Committee discussion she loved the idea of having a PowerPoint presentation, but also likes the idea of a heritage tree program.

Mayor Bernard adjourned the work session at 6:38 p.m.


 Pat DuVal, City Recorder

AGENDA
WORK SESSION
MILWAUKIE CITY COUNCIL
MAY 15, 2007

MILWAUKIE CITY HALL

Second Floor Conference Room
10722 SE Main Street

A light dinner will be served.

WORK SESSION – 5:30 p.m.

Discussion Items:

	<u>Time</u>	<u>Topic</u>	<u>Presenter</u>
1.	5:30 p.m.	Citizens Utility Advisory Board Work Plan	Board Members & Gary Parkin
2.	5:50 p.m.	Planning Commission Work Plan	Katie Mangle
3.	6:25 p.m.	Design & Landmarks Committee Work Plan	Katie Mangle
4.	6:45 p.m.	Adjourn	

EXECUTIVE SESSION

Executive Session: The Milwaukie City Council may go into Executive Session pursuant to ORS 192.660(2). All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions as provided by ORS 192.660(3) but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

Public Notice

- The Council may vote in work session on non-legislative issues.
- The time listed for each discussion item is approximate. The actual time at which each item is considered may change due to the length of time devoted to the one previous to it.
- For assistance/service per the Americans with Disabilities Act (ADA) please dial TDD (503) 786-7555.
- The Council requests that all pagers and cell phones be either set on silent mode or turned off during the meeting.



To: Mayor and City Council

Through: Mike Swanson, City Manager
Kenneth Asher, Dir. of Community Development & Public Works

From: Gary Parkin, Engineering Director

Subject: Citizen Utility Advisory Board (CUAB) Work Plan for 2007

Date: April 24 for May 15, 2007 Work Session

Action Requested

No action needed. For information purposes.

Background

Milwaukie code requires that advisory boards seek City Council endorsement of annual work plans. The Engineering Department provides the CUAB with staff support.

This work session provides Council with an opportunity to provide feedback and input on these important projects and programs.

The CUAB/Engineering work plan (**see Attachment**) for 2007/08 includes:

- **Street Surface Maintenance Program (SSMP):** review the implementation of this program including street selection, construction status and annual report.
- **2009-2013 CIP:** develop and comment on proposed five-year capital improvement program and recommend approval of projects and funding levels for 2008/09 budget. Incorporate new Transportation System Plan projects.
- **Wastewater Master plan :** provide feedback as the citizen advisory committee for the wastewater master plan update.
- **Water Master Plan:** provide feedback as the citizen advisory committee for the water master plan update.

- **Johnson Cr. Blvd wastewater extension and annexation project:** provide outreach to increase awareness, define need
- **Neighborhood Safety Program:** work with staff to define need, criteria and funding for 2008-09 budget proposal.

Concurrence

Operations, Planning, Finance and Community Services are aware of these projects and are or will be engaged as part of the implementation team on some or all of the projects.

Fiscal Impact

None

Work Load Impacts

All the projects in the CUAB work plan are included in the Engineering work plan.

Alternatives

Modify the proposed work plan.

Attachments

CUAB/Engineering Workplan 2007/08

CUAB/Engineering Department Work Plan 2007/2008

Item	Definition	Status	Complete Date
1. Street improvement funding program	Explore options for defining needed street improvements using Pavement Management System (PMS). Develop funding alternatives to pay for improvements. Engage the community in a process to determine what level of improvements, if any, will be funded.	Program instituted by CC on Jan 2, 2007. CUAB to provide review of implementation including street selection and allocation of funding	On-going
2. 2009-2013 CIP	Review and make recommendations to Council on the Capital Improvement Plan for next 5 years. Make recommendations to City Council.	Final draft due for first Budget Comm. meeting Apr '08. Incorporate new TSP projects, and recommendations.	Present to CUAB March 2008; forward to Budget Committee April.
3. Wastewater Master Plan & future of wastewater treatment in Clackamas County	Update unadopted 2004 Master Plan adding maintenance needs and projects.	Master plan proposed for '07-08 fiscal year. It will reflect CCSD1 CAC recommendations for treatment plans, expected in Spring '07.	CUAB to review technical reports beginning fall 2007. Project completion in spring 2008.
4. Water Master Plan	Update 2001 Master Plan, define capital and maintenance needs.	Master plan proposed for '07-08 fiscal year.	CUAB to review technical reports beginning fall 2007. Project completion in fall 2008.
5. Johnson Cr. Blvd. wastewater extension and annexation project	Boundaries include unsewered areas north/south of JC offices; extension estimate prepared; seeking funding alternatives in addition to CDBG.	Outreach to community will determine project political feasibility.	Outreach: May/June '07.
6. Neighborhood Safety Program	Develop program to provide process for traffic calming, street lighting requests.	Work with staff to define need, criteria and funding level for 2008-09 budget proposal.	Complete by January 2008.



To: Mayor and City Council

Through: Mike Swanson, City Manager
Kenny Asher, Community Development and Public Works Director

From: Katie Mangle, Planning Director

Subject: Planning Commission Work Plan for 2007-8

Date: May 4, 2007 for May 15, 2007 Work Session

Action Requested

Review and discuss the Planning Commission Work Program for fiscal year 2007-8.

Background

During Planning Commission work sessions in February, the Commission discussed its annual work program. As was evidenced by the 2006 work program, there is a long list of potential projects for the commission and staff. The proposed work program for the coming fiscal year is a plan for fulfilling the Commission's responsibilities for long-term and current planning, recognizing available staff and budget resources.

The Planning Commission serves the City by reviewing and advising on matters of planning and zoning, according to the provisions of the comprehensive plan and zoning ordinance. It does this by deciding land use and development applications, developing long-range plans, and proposing updates and amendments to the Milwaukie Municipal Code and Comprehensive Plan. Planning Staff works closely with the Commission to make progress in all of these areas.

Accomplishments in 2006-7

During the 2006-7 fiscal year, the Planning Commission worked with Planning staff through the transition to a new Director and a new Chair. During this transition, the Commission also had many accomplishments, including:

- Preparing a revised Community Service Use code for Council adoption;
- Preparing a revised Sign Code for Council adoption;
- Successfully defending the Southgate Park and Ride approval at LUBA;

- Holding 14 public hearings on land division and land use applications;
- Holding trainings on “Traffic Studies 101” and “Land Use Review for NDA Leaders”;
- Beginning the Transportation System Plan Update project.

Priorities for 2007-8

The following is a summary of the Planning Commission and Planning staff priorities for 2007-8 (see Attachment A for more detail). The Commission will be prepared to discuss this list and Council priorities at the work session:

1. **Conduct public hearings** and make decisions on matters that may include, but are not limited to, community service uses, variances, zone changes, conditional uses, subdivisions, and partitions.
2. **Transportation System Plan** - Complete the update for Council adoption.
3. **Update the Master Plan for the “Highway 224 Commercial Triangle” area.**
4. **Prepare and recommend code revisions:**
 - 19.1400 – Transportation Planning and Development
 - Chapter 14 - Sign Code
 - 19.321 - Downtown Public Area Requirements
 - 19. 500 – Parking standards

The Commission and staff have identified many needs and potential projects. Attachment A includes several additional projects that the Commission will address if resources are available.

Concurrence

The Planning Commission and Director of Community Development and Public Works have reviewed and concur with the draft work program.

Fiscal Impact

The work program will require a commitment of fiscal and staff resources. The proposed budget for fiscal year 2007-8 provides budget resources to support the work program. The Planning staff is proposed to be increased from four to five planners. Approximately \$50,000 is currently proposed for the consulting services budget line item.

Work Load Impacts

The Planning staff will support the Planning Commission's work to accomplish the priorities listed above. Staff work on applications and planning projects will be balanced with on-going efforts to provide timely and clear information to the public and serve the City's neighborhood involvement processes.

Alternatives

None.

Attachments

1. Planning Commission and Planning Department Work Program

Attachment 1 – 2007-8 Planning Commission Work Program

Current Planning and Permitting

Responsibilities:

- Conduct public hearings on matters that may include, but are not limited to, community service uses, variances, zone changes, conditional uses, subdivisions, and partitions.
- Promote livability and protect property and natural resources by seeking compliance with City regulations.
- Provide timely, accurate, and reliable information and service to internal and external customers.

Projects:

- Increase use of the internet and “E-packets” for Planning Commission, to facilitate public communication and reduce the cost of paper packet distribution.
- The Commission meets twice a month. Staff supports the commission so they can make legally defensible decisions that implement the community vision.
- Anticipated projects for the coming year include the Milwaukie Town Center mixed use development project, Riverfront Park, and Ardenwald and Linwood schools.
- Work with Community Services staff to manage parking in Downtown.

Long Range Planning

Responsibility:

- Recommend to the City Council plans for the growth, development and beautification of the city.

Projects:

- **Transportation System Plan** - Complete the update for Council adoption in December 2007.
- **Prepare a Master Plan for the “Highway 224 Commercial Triangle” area.** Such a plan would address the land use, urban design, and “development readiness” of the commercial areas north of Highway 224 and east of 37th Avenue. It is anticipated that this study would lead to re-zoning of several parcels.
- Ongoing support to the Community Development and Public works Director on ongoing projects.
- Metro Functional Plan compliance, an ongoing task.

Land Use and Development Policy

Responsibilities:

- Complete Zoning code revision projects to address confusing, inconsistent and ineffective language in the City's land use regulations.
- Propose code revisions that better meet the community's expectations for quality and fairness in design and development.

Projects:

- **Update code section 19.1400 – Transportation Planning.** Refinements will be necessary as part of the TSP project, and the process for requiring development to construct public improvements needs to be refined.
- **Revise code chapter 14 - Sign Code.** Propose new sign design standards for Commercial areas outside of downtown. Address sign lighting and size limitations.
- **Revise code section 19.321 - Downtown Public Area Requirements.** Clarify which projects are required to construct improvements, provide more flexibility for making improvements.
- Maintain an ongoing “**Paramedic Code Fix List**” and propose other code amendments as needed.
- **Update code section 19. 500 – Parking standards.**

Other Projects

The Commission and staff have identified the following planning needs. These projects will be pursued if resources become available through state grants.

- Create design review criteria for commercial projects outside of downtown.
- Strengthen annexation policy and code regarding extension of public facilities
- Fix the Nonconforming Uses code.
- Re-publish the code in a single column format, to improve readability, consistency, and clarity.



To: Mayor and City Council

Through: Mike Swanson, City Manager
Kenny Asher, Community Development and Public Works Director

From: Katie Mangle, Planning Director

Subject: Design and Landmarks Committee Work Plan for 2007- 08

Date: May 4, 2007, for May 15, 2007, Work Session

Action Requested

Review and discuss the 2007-8 Design and Landmarks Committee (DLC) Work Program.

Background

The proposed work program is a plan for fulfilling the DLC's responsibilities for advising the Planning Commission and pursuing other projects with the available staff and budget resources.

The DLC serves the City by advising the Planning Commission and City Council on urban design, architectural and historic preservation activities. It does this by reviewing development proposals in downtown and completing projects regarding historic landmarks, and education and outreach.

Accomplishments of 2006-7

During the 2006-7 fiscal year, the DLC met quarterly, and worked with Planning staff through the transition to a new Director. The DLC held one public hearing on a Design Review application in downtown; completed the last steps of reviewing design details of the North Main Village project; initiated a project to digitally document Milwaukie's Historic Properties; and participated in the revision of the Sign Code. Three committee members left the committee, and gained one new member with experience and interest in urban design and architectural history.

Priorities for 2007-8

The following is a summary of the DLC priorities for 2007-8. The Committee will be prepared to discuss this draft list and Council priorities at the work session:

1. **Recruit new DLC members.** The committee anticipates a slate of reviews that will be important to the community (see below), so it will be important to recruit and maintain a full five-member committee.
2. **Downtown Design Review.** Conduct public design review hearings to advise the Planning Commission on implementation of the Downtown Design Guidelines for development proposals in Downtown zones. Anticipated proposals for the coming year include:
 - Town Center mixed use development project
 - Riverfront Park
3. **Post-Decision Limited Design Review.** Conduct public design review hearings on development proposals when the Planning Commission has made design review a condition of approval. Anticipated proposals to be reviewed in the coming year include:
 - Immovable Foundation Church
4. **Historic Resources.** Review of Historic Landmarks alteration or demolition. Advise the Planning Commission on applications when City approval is required by Code. Anticipated proposals for the coming year include:
 - Ardenwald Elementary School
5. **Code Revision Projects.** Participate in and advise the Planning Commission on code revisions relating to community design. Anticipated code change proposals to be discussed in the coming year include:
 - Chapter 14 - Sign Code
 - 19.321 - Downtown Public Area Requirements
6. **Historic Properties Slideshow.** Create a digital slide show of Milwaukie's historic resources. The Committee is taking new photos of the listed properties and will create a powerpoint slide show for public education purposes.
7. **Regularly scheduled meetings.** Since becoming a committee, the DLC has met irregularly, primarily when the need for a public hearing arose. The plan for the coming year will be for the group to meet bi-monthly to allow members to develop a greater understanding of the Downtown Design Guidelines and Milwaukie's cultural heritage, and to strengthen relationships within the committee. In addition, staff will schedule joint DLC-Planning Commission meetings every six months.

Concurrence

The DLC, Planning Commission and Director of Community Development and Public Works have reviewed and concur with the draft work program.

Fiscal Impact

The work program will require a commitment of fiscal and staff resources. The proposed budget for FY 2007/2008 provides budget resources to support the work program. The Planning staff is proposed to be increased from four to five planners. Approximately \$50,000 is currently proposed for the consulting services budget line item.

Work Load Impacts

Increasing the number of meetings from quarterly to bi-monthly will increase the amount of staff time dedicated to supporting the DLC. Staff feels that holding regularly scheduled meetings, however, will not only improve the committee's capabilities but will also help staff anticipate and assist with DLC projects and hearings.

Alternatives

None.

Attachments

None.