

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, July 9, 2014 at 7:00 P.M.
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Clement, Swaney-Frederick, Fitzsimmons, Kmetz, Hinds

Staff: Interim City Manager Reagan, City Clerk Miller, Zoning Administrator Frederick

Guests: Paul Lippens of McKenna and Associates, Incoming City Manager Tutt Gorman

Chair Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Clement, supported by Fitzsimmons, to approve the Agenda as presented.
All in favor. Approved.

Motion by Fitzsimmons, supported by Kmetz, to approve the minutes of the June 11, 2014 regular meeting as presented.
All in favor. Approved.

Under New Business, Paul Lippens of McKenna and Associates presented the draft of the Master Plan update along with the project schedule.

Chair Grapentien stated that as they had just received the document on Thursday, he would like a little more time to review before making a recommendation to Council for distribution approval.

Member Swaney-Frederick concurred.

There was discussion.

The members concurred with delaying the schedule by 1-month in order to allow more time for review and comment.

Mr. Lippens went through the Table of Contents and noted the areas of change in the draft plan.

Member Swaney-Frederick requested that an executive summary be added to the document.

Interim City Manager Reagan noted that an executive summary can be seen as a market analysis. It can be a useful business development tool as it provides a summary to those read it rather than having to wade through the entire document.

There was further discussion regarding the organization of the document; in order to keep all of the information in the document while it making it more readable.

Under Planning Commission Member comments, Member Fitzsimmons asked about progress on the potential redevelopment of Old School Manor.

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Interim City Manager Reagan stated that he has been trying to coordinate a meeting with Craig Patterson of The WODA Group. To date, a meeting date has not been able to be made.

Motion by Clement, supported by Kmetz, to adjourn the meeting at 8:00 P.M.
All in favor. Approved.

Respectfully submitted,

John Kmetz, Secretary