

**Minutes of the Planning Commission  
Of the City of Portland**  
Held on Wednesday, May 14, 2014 at 7:00 P.M.  
In Council Chambers at City Hall

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

Absent: Grapentien

Staff: Interim City Manager Reagan, City Clerk Miller, Deputy Zoning Administrator Gensterblum

Guests: Paul Lippens of McKenna Associates

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

Motion by Kmetz, supported by Gorman, to excuse the absence of Chair Grapentien.  
All in favor. Approved.

Motion by Kmetz, supported by Swaney-Frederick, to approve the Revised Agenda as presented.  
All in favor. Approved.

Motion by Swaney-Frederick, supported by Fitzsimmons, to approve the minutes of the April 9, 2014 meeting as presented.  
All in favor. Approved.

Under New Business, Paul Lippens of McKenna Associates reported that the public meetings held today at Portland Area Service Center, Cheeky Monkeys and the Library were very productive. Another Open House will be held Saturday, May 17<sup>th</sup> at the Library and a table will also be set up at the Block Party on Kent St.

Mr. Lippens presented the Summary of Findings in the Community Profile. There were not too many changes from the previous Master Plan; the most notable changes were a result of the 2010 Census.

Member Swaney-Frederick suggested taking out the weather related information as she felt it is not relevant to future land use. She also stated she would like to see reasons for why demographics are important for future land use and commute time information.

Mr. Lippens stated the demographic information in the Master Plan is a valuable resource in decision making.

Mr. Lippens went through brainstorming activities with the Planning Commission members, as was also done at the public meetings earlier in the day.

There was discussion about how the public meetings are being marketed.

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Mr. Lippens presented a Goals & Objectives worksheet and explained the feedback still needed from the Planning Commission on the Change Areas and Asset Mapping. He asked the members to complete and return the worksheets to Interim City Manager Reagan for inclusion in the planning process.

Under Member Comments, Vice Chair Clement noted the Block Party will be held this Saturday, May 17<sup>th</sup> in Downtown Portland.

Motion by Swaney-Frederick, supported by Hinds, to adjourn the meeting at 8:05 P.M.  
All in favor. Approved.

Respectfully submitted,

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John Kmetz, Secretary