

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, August 26, 2013 at 6:00 P.M.
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Kmetz, Gorman, Clement, Sunstrum, Krause, Swaney-Frederick

Absent: None

Staff: City Manager Dempsey, City Clerk Miller, Code Officer Gensterblum

Guests: None

City Clerk Miller called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

The Clerk opened the floor for nominations for Chair.

Motion by Clement, supported by Gorman, to nominate Grapentien as the Chair.

There were no other nominations for Chair.

Nominations for Chair were closed.

The Clerk held the vote for Grapentien as Chair.
All in favor. Approved.

Chair Grapentien took over the meeting.

Chair Grapentien opened the floor for nominations for Vice-Chair.

Motion by Kmetz, supported by Swaney-Frederick, to nominate Clement as Vice-Chair.

There were no other nominations for Vice-Chair.

Nominations for Vice-Chair were closed.

The vote for Clement as Vice-Chair was held.
All in favor. Approved.

Chair Grapentien opened the floor for nominations for Secretary.

Motion by Clement, supported by Gorman, to nominate Kmetz as Secretary.

There were no other nominations for Secretary.

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Nominations for Secretary were closed.

The vote for Kmetz as Secretary was held.
All in favor. Approved.

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

Motion by Krause, supported by Sunstrum, to approve the Minutes of the June 12, 2013, regular meeting as presented.
All in favor. Approved.

Under New Business, City Manager Dempsey presented information on the Parcel Split and Combination Application by Inez Leik to split a vacant lot at 246 Quarterline St. and add the North half to 300 Quarterline St. and the South half to 238 Quarterline St. City Manager Dempsey stated the City Assessor advises because the owner wishes to split the lot down the middle with the intention of adding the land to the adjacent parcels and given the simple rectangular shape of the parent parcel, it will not be a burden to develop new legal descriptions. A survey to process the split would not be needed. City Manager Dempsey also advised that all requirements have been met and there are no taxes due on the parcel.

Chair Grapentien confirmed that because all requirements have been met the Planning Commission really has no authority to disapprove the request.

City Manager Dempsey stated the Planning Commission can either approve or disapprove the request to the City Council. If the Council were to also disapprove the applicant would have grounds to appeal through the court system.

City Manager Dempsey gave a summary of the request by the County Treasurer to amend the City lot split criterion to include payment of delinquent taxes and the recent discussions by the City Council in regard to it and a possible Ordinance amendment.

There was continued discussion.

Motion by Clement, supported by Kmetz, to recommend the Parcel Split and Combination Application as presented by Inez Leik to split a vacant lot at 246 Quarterline and add the North half to 300 Quarterline and the South half to 238 Quarterline to the City Council for approval.
All in favor. Approved.

Motion by Clement, supported by Swaney-Frederick, to adjourn the meeting at 6:16 P.M.
All in favor. Approved.

Respectfully submitted,

John Kmetz, Secretary