

MILWAUKIE DESIGN AND LANDMARKS COMMISSION MEETING AGENDA

**WEDNESDAY, AUGUST 25, 2003
PUBLIC SAFETY BUILDING
3200 SE HARRISON STREET
COMMUNITY MEETING ROOM
6:30 PM**

		ACTION REQUIRED
1.0	Call to Order	
2.0	Procedural Questions	
3.0	Design and Landmarks Commission Minutes July 22, 2004	Motion Needed
4.0	Information Items – City Council Minutes City Council Minutes can be found on the City web site at: www.cityofmilwaukie.org	Information Only
5.0	Public Comment This is an opportunity for the public to comment on any item not on the agenda	
6.0	Public Hearings	Discussion and Motion Needed For These Items
6.1	Type of Hearing: Major Quasi Judicial Applicant: Murray Lyndon Owner: Same Location: 9908 SE Cambridge Proposal: Change Historic Designation to “Contributing” File Numbers: HR-04-01 NDA: Historic Milwaukie Staff Person: Keith Jones	
7.0	Worksession Items	
7.1	North Main Street Development Informal Review	
8.0	Discussion Items This is an opportunity for comment or discussion by the Design and Landmarks Commission for items not on the agenda.	Review and Decision
9.0	Old Business	
10.0	Other Business/Updates	
10.1	Matters from the Planning Director	Information Only

Public Hearing Procedure

1. **STAFF REPORT.** Each hearing starts with a brief review of the staff report by staff. The report lists the criteria for the land use action being considered, as well as a recommended decision with reasons for that recommendation.
2. **CORRESPONDENCE.** The staff report is followed by any verbal or written correspondence that has been received since the Commission was presented with its packets.
3. **APPLICANT'S PRESENTATION.** We will then have the applicant make a presentation, followed by:
4. **PUBLIC TESTIMONY IN SUPPORT.** Testimony from those in favor of the application.
5. **COMMENTS OR QUESTIONS.** Comments or questions from interested persons who are neither in favor of, nor opposed to, the application.
6. **PUBLIC TESTIMONY IN OPPOSITION.** We will then take testimony from those in opposition to the application.
7. **QUESTIONS FROM COMMISSIONERS.** When you testify, we will ask you to come to the front podium and give your name and address for the recorded minutes. Please remain at the podium until the Chairperson has asked if there are any questions for you from the Commissioners.
8. **REBUTTAL TESTIMONY FROM APPLICANT.** After all testimony, we will take rebuttal testimony from the applicant.
9. **CLOSING OF PUBLIC HEARING.** The Chairperson will close the public portion of the hearing. We will then enter into deliberation among the Commissioners. From this point in the hearing we will not receive any additional testimony from the audience, but we may ask questions of anyone who has testified.
10. **COMMISSION DISCUSSION/ACTION.** It is our intention to make a decision this evening on each issue before us. Decisions of the Design and Landmarks Commission may be appealed to the City Council. If you desire to appeal a decision, please contact the Planning Department during normal office hours for information on the procedures and fees involved.
11. **MEETING CONTINUANCE.** The Design and Landmarks Commission may, if requested by any party, allow a continuance or leave the record open for the presentation of additional evidence, testimony or argument. Any such continuance or extension requested by the applicant shall result in an extension of the 120-day time period for making a decision.

The Design and Landmarks Commission's decision on these matters may be subject to further review or may be appealed to the City Council. For further information, contact the Milwaukie Planning Department office at 786-7600.

Milwaukie Design and Landmarks Commission:

Brent Carter, Chair
Patty Wisner, Vice Chair
Carlotta Collette
Barbara Cartmill

Planning Department Staff:

John Gessner, Planning Director
Lindsey Nesbitt, Associate Planner
Keith Johns, Associate Planner
Jeanne Garst, Office Supervisor
Marcia Hamley, Office Assistant
Shirley Richardson, Hearings Reporter