

CULVER, OREGON  
COMPREHENSIVE LAND USE PLAN

(Trails, HIST, Rivers) SEE PAGES  
NAT RES 4 & 5  
Goal 8 8  
Core Road 9 & 10, 14, 16  
11

P-16 should read Branch

CITY COUNCIL

Robert MacRostie, Mayor  
Barbara Gilbertson  
Gale Grill  
Phillip Osborne  
Rex Barber, Past Member  
Joe Huntley, Past Member  
Blackie Adams, Past Member

PLANNING COMMISSION

Barbara Frazier, Chairperson  
Leonard Wells  
Marilyn Lancaster  
Jim Pletsch  
Charles Trainer

STAFF

Brian Christian, Jefferson  
County Planner  
S. C. Rodriguez, City Attorney  
Vern Benson, City Recorder  
Tenneson Engineering Corporation,  
Planning Consultant

## TABLE OF CONTENTS

	<u>Page</u>
BACKGROUND TO COMPREHENSIVE PLANNING	1
BACKGROUND TO CULVER CITY PLANNING	2
CITIZEN ADVISORY COMMITTEE FOR PLANNING	3
SUMMARY OF BACKGROUND INFORMATION AND POLICY CONSIDERATION	4
History	4
Government	5
Climate	5
Soils	5
Agricultural Land Policy	6
Urbanization	6
Urbanization Policy	7
Forest Lands	7
Natural Resources	8
Air, Water and Land Resource Quality	8
Natural Hazards	9
<u>Recreation</u>	9
<i>Future Need</i>	10
Energy	10
Energy Conservation Policy	10
Transportation	10
Streets	12
Public Facilities and Services	12
Schools	14
Parks	14
<u>City Hall/Fire Station</u>	15
Public Facilities and Services Policy	15
Economy	15
Economic Policy	17
Housing and Population	17
Housing Policy	18
LAND USE ELEMENT	19
Introduction	19
Residential Areas	19
Central Business District	21
Industrial District	22
ADMINISTRATIVE PROCEDURE	23
Public Hearings	24

INTRODUCTION  
COMPREHENSIVE LAND USE PLAN  
CULVER, OREGON

BACKGROUND TO COMPREHENSIVE PLANNING

In 1973, the 57th Legislative Assembly adopted Senate Bill 100, otherwise known as the 1973 Land Use Act (ORS Chapter 197). The Act provides for the coordination of local comprehensive plans through state standards and review.

To guide local comprehensive planning, the 1973 Act directed the Land Conservation & Development Commission (LCDC) to adopt statewide planning goals and guidelines by January 1, 1975. The goals and guidelines are to be used by cities, counties, state agencies, and special districts in preparing, adopting, revising, and implementing comprehensive plans. The goals and guidelines were formally adopted by LCDC on December 27, 1974.

All goals are of equal importance. The order in which goals are printed does not indicate any order of priority. Goals are:  
Citizen Involvement; Land Use Planning; Agricultural Lands; Forest

Lands; Open Spaces, Scenic and Historic Areas and Natural Resources; Air, Water and Land Resources Quality; Areas subject to Natural Disasters and Hazards; Recreational Needs; Public Facilities and Services; Transportation; Energy Conservation and Urbanization.

The preparation and adoption of a plan is a serious undertaking. It is upon this foundation that city government, as well as other agencies and private individuals will base future decisions. A comprehensive plan has one all-important purpose, to help achieve maximum benefits of economic growth without sacrificing desirable qualities that may make an area attractive as a place to live.

#### BACKGROUND TO CULVER CITY PLANNING

The Comprehensive Plan for the City of Culver has been prepared with the following policy.

The City declares that, in order to assume the highest possible level of livability in Culver, it is necessary to provide for a properly prepared and coordinated comprehensive plan.

This plan:

1. Shall be adopted by the City governing body.
2. Shall be an expression of public policy in the form of policy statements, land use maps and guidelines.
3. Shall be the basis for more specific rules, regulations, and ordinances which implement the policies expressed in the comprehensive plan.
4. Shall be based upon factual data.
5. Shall be prepared to assure that all public activities are

consistent and coordinated with the policies expressed through the comprehensive plan, and

5. Shall be regularly reviewed and, if necessary, revised to keep them consistent with the changing needs and desires of the public they are designed to serve.

The City of Culver established a City Planning Commission on December 2, 1975. Prior to adoption of this ordinance, planning was done through a planning committee and by the City Council. Assistance was supplied from the City Attorney and the Oregon State University Area Extension Agent.

The City Planning Commission was established to meet these objectives:

1. To prepare a comprehensive plan for the City, utilizing data, materials and studies available.
2. To establish an effective planning function in City government, and
3. To develop ordinances and regulations necessary to carry out the objective of the plan.

#### CITIZEN ADVISORY COMMITTEE FOR PLANNING

The Land Conservation and Development Commission, at their December 7, 1974, meeting, adopted the Citizens Involvement goal as an administrative rule. This action was taken to assure that citizen involvement opportunities be created during the development and review of the comprehensive plan.

The Citizen Advisory Committee is responsible for assisting the governing body with the development of a program that promotes citizen

involvement in land use planning.

The state goal requires the citizen involvement program shall be appropriate to the scale of the planning effort. Considering the population of the City of Culver, the difficulties of obtaining an additional committee to serve a public role, the City Planning Commission has been designated to fill the goal of citizen involvement. The City has adopted the Jefferson County Citizen Involvement Program.

#### SUMMARY OF BACKGROUND INFORMATION AND POLICY CONSIDERATION

##### History

The City of Culver was incorporated in 1946. Culver, named in honor of O. G. Collver, the first postmaster in the area, was founded and plotted by W. C. Barber in 1911. The City of Culver is located nine miles south of Madras, county seat of Jefferson County.

The City is surrounded by agricultural land, part of the 58,000 plus acres within the North Unit Irrigation District. There is presently production of agricultural products within the City limit boundaries. The irrigation district began supplying water to the area in the late Forties. With availability of irrigation water, many abandoned farms were reactivated and there was an influx of both farm operations and farm workers.

The latest major event in the history of Culver has been the development of Lake Billy Chinook. The artificial reservoir, the result of impoundment of water by a power project on the Deschutes River, offers great potential for recreational development. The Cove

Palisades Park, located seven miles west of Culver, provides access to Lake Chinook and its three major river arms, the Deschutes, Crooked, and Metolius Rivers.

### Government

The present City government consists of a mayor and four councilmen. The City has a recorder, municipal judge, treasurer, city attorney, and a volunteer fire department.

Property owned by the City consists of 24 acres for sewage lagoon site, 5.7 acres for City park and two small parcels, less than one acre in size, one of which is the civic center location.

### Climate

Culver is located in a temperate, semi-arid region. Average annual air temperature is 46 degrees to 50 degrees Fahrenheit. The average frost-free period (32° F.) is 50 to 80 days and 28 degrees F. is 100 to 140 days. Average annual precipitation is 8 to 12 inches. The City has a high percentage of sunshine each year. The City elevation is 2,633 feet.

### Soils

Three soil series are present in the City of Culver. The largest in the area, which includes the recently acquired sewer lagoon site, is the Metolius Series (Mta), 250 acres. All the area west of the highway is in this series. Metolius consists of well-drained sandy loams over gravelly loam soils.

Soils east of the highway are Metolius (Mta), Madras (Ms) and Agency (Ac) series. There are 46 acres of Agency soils and 49 acres of

Madras. The following map shows the areas in farm land and the location of each soil series.

The Agency series consists of well-drained loam over clay loam soils formed in mixed loamy materials. The Madras series is similar to Agency, except the loam soils are formed over colluvium.

The Metolius series has the deepest soils, ranging to more than 60 inches to bedrock. The depth to bedrock in the other two series is 20 to 40 inches.

The land capability class of the Metolius and Madras soils is II with irrigation. The Agency soil is Class III with irrigation.

Of the 321 acres in the City Limits, approximately 170 acres are in agricultural production.

#### Agricultural Land Policy

It shall be the policy of the City to maintain the existing agricultural uses inside the city limits. However, it is recognized by the City that lands inside the city limits are suitable and desirable for development. Therefore, the development of agricultural lands within the City may occur only when such development is adjacent and contiguous to existing development. This will preclude "Leap Frog" development from occurring. Extension of services, such as sewer and water, through agricultural lands shall be appropriate for the need of agricultural uses as established under ORS 215.213.

#### Urbanization

There is sufficient land within the city limits, for future development

by the City, so that there is no need for an urban boundary outside the present city limits. The transition of farm land to urban development will allow for an orderly expansion of growth from existing development outward. Growth shall occur from the center of town in an easterly and westerly direction.

#### Urbanization Policy

It shall be the policy of the City to establish its city limit boundary as the Urban Growth Boundary. This will separate urbanizable land from rural land. The establishment and change of the boundaries shall be a cooperative process between the city and the county.

The farm lands inside of the boundary shall be considered available, over time, for urban use. However, "Leap Frog" development shall not be allowed.

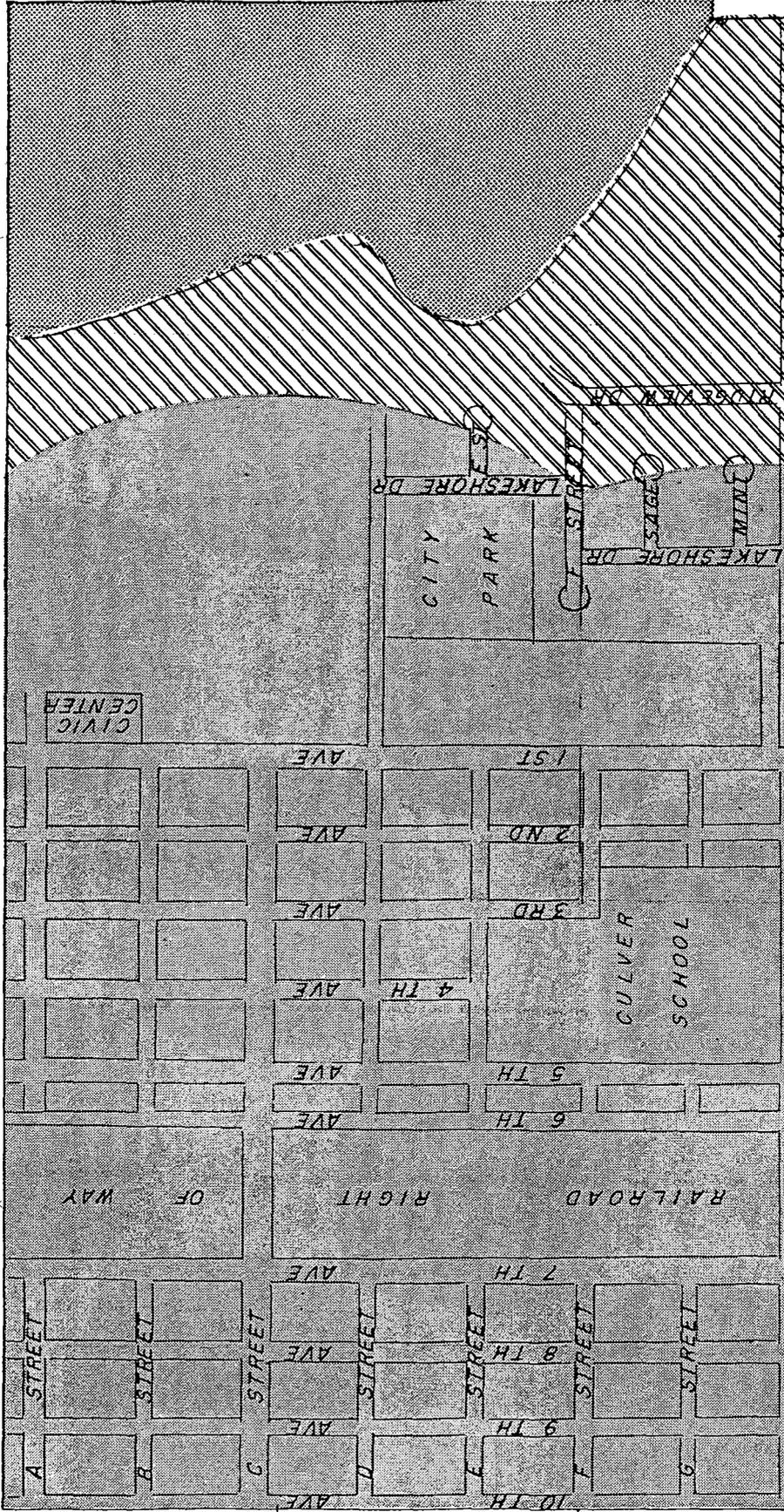
#### Forest Lands

Statewide goals require that governing bodies inventory and designate their agricultural lands and forest lands. The City of Culver has no area suitable for designation as forest lands, therefore, this goal is not appropriate for the City.

METOLIUS SERIES, CLASS IIs

AGENCY SERIES, CLASS IIIE

MADRAS SERIES, CLASS IIs



SOIL MAP

CULVER, OREGON

SCALE 1" = 600'

### Natural Resources

The City owns and maintains a 5.7 acre city park in the center of the town. The park is utilized for picnicking, baseball and general recreation. The park has been zoned public land to protect it from development. The City shall require, in its subdivision ordinance, additional land to be set aside for parks within each development.

The City does not have any mineral or aggregate resources or energy sources within it. There are no wilderness, historic or cultural areas, Oregon recreation trails, water areas, wild and scenic waterways, groundwater resources, natural areas, or fish habitats within the City.

The City's most significant natural resources are the scenic views of the Cascade Mountain range. Most locations in the City offer views of Mountains Jefferson, Hood, Washington, Three Fingered Jack, Three Sisters, Broken Top, Black Butte, and Bachelor. It is the City's desire to protect the view by limiting building structural height. Height limitations shall be provided in the zoning ordinance.

There is presently a plan to establish a city museum. The exact location is not yet known.

### Air, Water and Land Resources Quality

The City has excellent air resources. There are no major industrial discharges in the area. The occasional periods of gusty winds provide the most significant impacts on the ambient air quality of the City by picking up dust particles from surrounding farm lands.

The City receives its domestic water supply from a public water

district, Deschutes Valley Water. The water quality is excellent and requires no treatment to meet Federal and State standards.

The City constructed, in 1975, a wastewater collection and treatment facility. The City requires all users to hook up to the community system.

The City shall strive to maintain and improve its municipal systems, water and sewer, to meet Federal and State water quality standards.

#### Natural Hazards

The physical setting of the City provides a minimum of natural hazards. The relatively flat topography precludes the danger of land slides. There are no streams or rivers near the City which create a flooding hazard. The soils in the City are very stable and provide excellent material for foundations.

The City has felt, over the years, the secondary impacts of earthquakes, the epicenters of which were located hundreds of miles away. There are no special safeguards required other than standard building practices in future development within the City.

#### Recreation

The City provides limited recreational opportunities to its residents. The City Park is available for outdoor activities and the school provides a wide variety of activities for the town's young people. The City's close proximity to the Cove Palisades State Park has made the City a prime source of goods and services to the park users.

Future Need:

The City has determined a need exists for additional tennis courts. The City shall seek funding to construct at least two tennis courts at the City Park location.

Energy

There are no known sources of energy within the City. However, the geographic location of the City appears to be appropriate for some experimentation with solar heating and wind power.

The City has recently annexed an area on the east side of Old U. S. Highway 97. This annexation will provide increased development adjacent to the major transportation corridor.

Energy Conservation Policy

It shall be the policy of the City to proceed with development from the center of town (Old Hwy 97) in an easterly and westerly direction. Growth from the center out avoids sewer lines being extended past vacant lots.

The energy conservation policy is compatible with the agricultural land policy.

Transportation

Old U. S. Highway 97 traverses Culver connecting the City with Metolius and Madras to the north and Redmond and Bend to the south. About nine miles north of Culver, U. S. Highway 26 provides a direct route to Portland (125 miles northwest) and Prineville (38 miles

east by this route). The Dalles is 98 miles north of Culver via U. S. Highway 197. Other area routes include several secondary roads that intersect with Culver from the east and west.

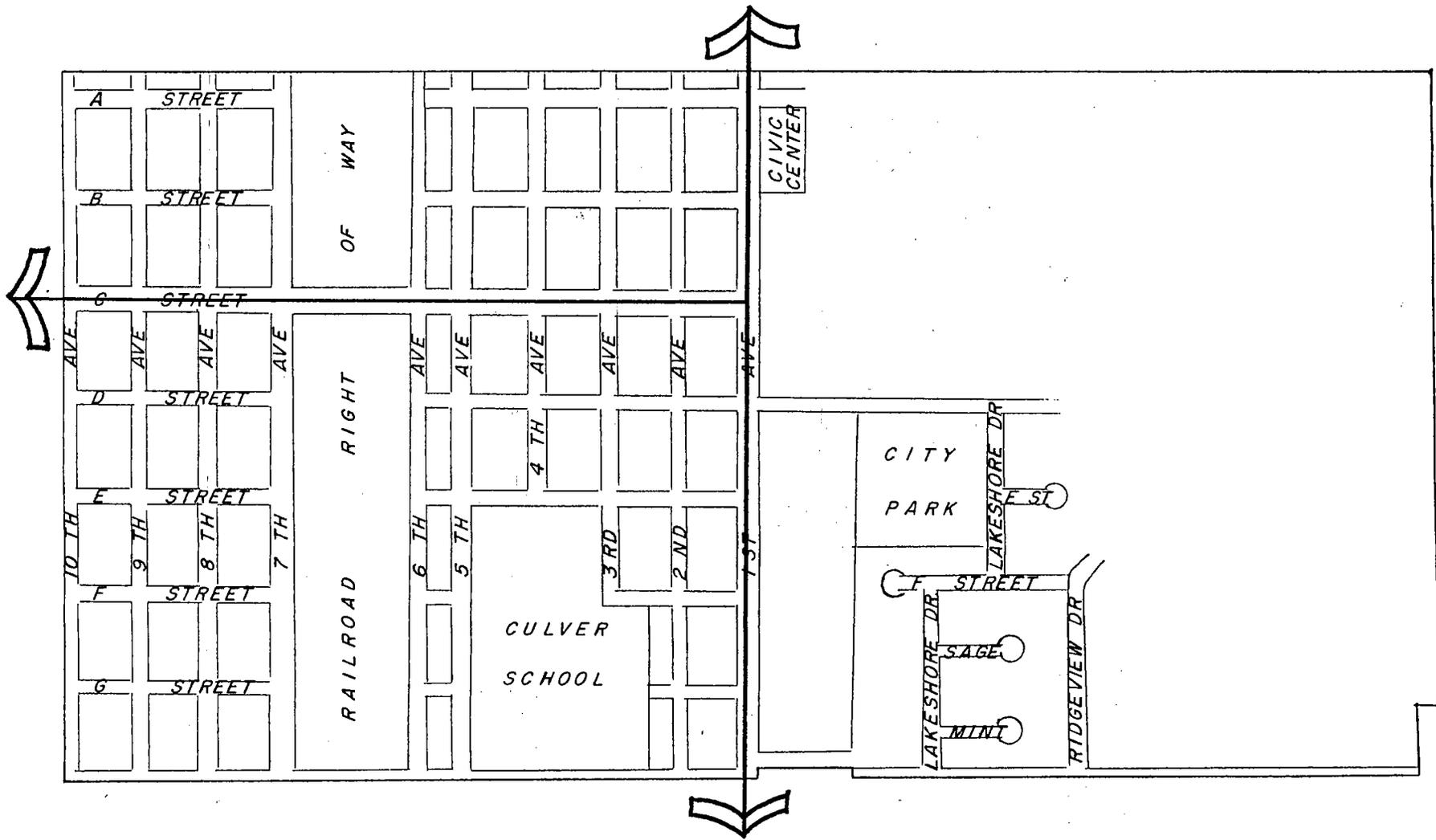
The traffic information from the Oregon Highway Division shows a moderate traffic increase, over the last ten years, on the Culver Highway. The Culver Highway, a major federal-aid secondary highway carried 1,400 vehicles per day in 1972. This count was taken south of "C" Street. The existing capacity for the road is 3,600 per day. Traffic count is down for 1974, due to gas shortages. Culver population has grown at a low rate and concurrently the traffic has grown at a similar rate.

Oregon State Highway has started a three-phase improvement program on the Culver Highway. One phase has been completed in 1975. Little work had been done on the route since it was constructed in 1946. The major factor causing problems on the highway was the opening of the Cove Palisades State Park.

There is one private airfield four miles northwest of Culver and a 1,500 foot cropduster's private strip two miles west of Culver.

Culver is on the Burlington Northern Railroad serviced by double sidings. The railroad bisects the City between 6th and 7th Streets, thus providing the industrial site with excellent rail service. Union Pacific leases from Burlington Northern Rail Service through Culver. Railroad operations in Culver are limited to storage and loading facilities as no railroad offices are located there.

MAIN TRAFFIC ROUTES



TRANSPORTATION AND CIRCULATION MAP

CULVER, OREGON

SCALE 1" = 600'



In the past, there has been a once-a-day bus service through the Cities of Culver and Metolius. Because of lack of passengers, Pacific Trailways received permission from the Public Utilities Commission to discontinue the route.

### Streets

Culver is designed in a grid pattern, with all streets having a 60 foot right-of-way, with the exception of "C" Street, the main east-west street with an 80 foot right-of-way.

Many of the streets in the City are in need of repair and repaving. The City is actively seeking funds to accomplish this.

The City, with the adoption of a subdivision ordinance, shall establish specific street design and improvement standards.

### Public Facilities and Services

Public facility and service areas shown on the plan include schools, parks and recreation areas, sewage treatment facilities, and the fire station and city hall facilities. The City of Culver is served with utilities by Pacific Power and Light Company. The service office is located in Madras. The City water supply, reservoir, pumphouse and distribution system is owned and operated by the Deschutes Valley Water District. This district pumps, delivers and sells water to all the residences within the City. The source of supply is Opal Springs, located ten miles southwest of the City in the Crooked River Canyon Gorge. The storage reservoir which is used to supply the City consists of two 1,000,000 gallon capacity steel tanks situated approximately seven and one-half miles southwest of Culver. The

reservoir was constructed in 1954 and is in good condition both in and out. The City is satisfied with the quality of the water and quantity is generally adequate during heavy demand periods and summer months.

The district's water supply source is located at Opal Springs which is situated at the bottom of the 900 foot deep Crooked River Gorge, ten miles southwest of the City. The district possesses a water right appropriation of 5 cfs on the existing 223 cfs that has been estimated is available at this source of supply. Deschutes Valley Water District supplies water for domestic and industrial users in the City. The North Unit Irrigation District supplies water for irrigation purposes.

The City of Culver has recently constructed a new wastewater collection and treatment facility. The treatment facilities consist of a three-cell evaporation lagoon located to the northwest of the existing City. All developed areas in the City are served with the collection system and all new construction is required to hook up to the collection facilities. The wastewater treatment facilities have a design capacity of 90,000 gallons per day and will serve a population equivalent of approximately 820. The City of Culver does not have a solid waste disposal site. The old site, located approximately three miles southeast of town, was closed in July of 1974. The site, located on federal land, was closed by the County rather than to pay the cost of maintaining the sanitary landfill. The only solid waste disposal site in the County is the Box Canyon Site, located southeast of Madras on Grizzly Road. Garbage collection service is provided

by a private contractor located in Madras and removed to the County sanitary landfill. Further study is needed to provide additional landfill site for future use.

### Schools

The school occupies approximately 12 acres at the southern edge of the City. An analysis of the facilities was completed in November, 1976. The study noted the need for additional classrooms for elementary students and an expanded gymnasium facility.

The Culver school system serves Kindergarten through the twelfth grade. The elementary school serves Kindergarten through the sixth grade and the high school serves grade seven through twelve. High school students are bused in from the Ashwood area, an area outside Madras, to Culver. The average daily enrollment of the Culver school has shown a slight increase in recent years.

<u>1966-67</u>	<u>1969-70</u>	<u>1973-74</u>	<u>1974-75</u>	<u>1975-76</u>
266	309	284	298	302

There are 21 teachers, 8 aides, 3 bus drivers, 3 cooks, 4 custodians, 1 deputy, 1 secretary, 1 head teacher ( $\frac{1}{2}$  days), 1 vice-principal/Counselor, and 1 superintendent employed at the two schools. Evaluation of the facilities indicates room for additional students in the Jr. Hig and High Schools without expanding the facilities; however elementary school facilities are currently overcrowded. Plans are being formulated to alleviate this situation.

### Parks

The City has acquired and developed one 5.7 acre city park, located in the center of the City. This should be adequate for several years,

considering the extensiveness of the state park and other recreational developments in the immediate area of Culver. New subdivisions will be required to provide small neighborhood parks or play areas.

#### City Hall/Fire Station

The City is in the process of constructing a new city hall/fire station complex -- a 10,000 square foot one-story structure to be located on the northeast edge of the City. The project was financed through a grant from the Economic Development Administration and is anticipated to be completed in August of 1977.

#### Public Facilities and Services Policy

It is the policy of the City to expand its facilities and services at levels necessary and suitable for existing uses. Future services in the City should be based on: (1) the level of service needed and desired, (2) the availability of funding and financial ability of the City to operate and maintain the services needed, and (3) the public facilities and services should be appropriate to support sufficient amounts of land to maintain an adequate housing market in areas undergoing development. It shall also be the policy of the City to require improvements as indicated in the subdivision ordinance to be the cost of those seeking to develop the land.

#### Economy

The City of Culver serves as a service and retail center for the surrounding farm lands and the recreational facilities located at Cove Palisades Park and other recreational developments in the area. The City has several types of commercial establishments which are

diverse in nature. Industrial uses in the City are located along the railroad right-of-way and many of the uses are related to agriculture such as potato processing and seed and fertilizer plants. The Bramco Company has begun a boat manufacturing factory in one of the old potato storage sheds. The company presently employs 50 to 60 people.

Since the development of Round Butte Dam and Lake Billy Chinook, a substantial amount of tourist business is conducted within the City's business sector. The State Parks and Recreational Division estimates that each person visiting the park contributes \$7 per day to the surrounding community. Overnight park attendance for the 1974-75 year was 68,188 plus 2,178 overnights in the group area. Day use for 1974-75 was 432,337. The Oregon State Parks System has proposed to spend an additional \$125,000 in improvements at the Cove Palisades Park in the next three bienniums. This expenditure would be for landscaping, boat docks, a swim area, and road overlays. There is also a KOA within 2 miles of the City. The park provides overnight camping for recreational vehicles.

A survey of the Burlington-Northern Railroad indicated the following shipments in the 1974-75 rail year:

Carloads In:

115 cars of fertilizer  
240 cars of corn (animal feed)  
5 cars bringing materials to the Bramco boat manufacturing concern

Carloads Out:

83 cars of potatoes  
110 cars of wheat

### Economic Policy

It shall be the policy of the City to encourage economic growth within the following guidelines:

1. Increase diversity of economic endeavor within the City.
2. Efficiently utilize and develop existing resources. These include additional industrial and tourist facilities within the City. This potential has not been fully realized.
3. Encourage further development and expansion of existing facilities and industries.
4. Each industrial or tourist facility proposal shall be evaluated to consider the social and environmental and economic impacts in the City and surrounding area before being approved.

### Housing and Population

The City has increased in population through the years. Historically, the population is as follows:

<u>Year</u>	<u>Population</u>	<u>Percent of Change</u>
1950	301	--
1960	301	0%
1968	390	26%
1970	410	5%
1974	430	5%
1976	486	13%

The City is currently in a period of moderate growth and this trend is expected to continue over the next few years. The Portland State University Center for Population Research and Census is projecting a 33 percent growth in the population of Jefferson County by the year 2000. Assuming Culver maintains the same percentage of the County's population, the City can expect a population of 571. This estimate

appears to be too conservative. The City has been growing at over 5 percent a year since 1970. Given the capacities of the sewer and water systems, the City should realistically expect a population of approximately 800 by the year 2000.

Housing. A 1971 report, "Number of Inhabitants in Oregon", listed 111 housing units in Culver. An actual survey of the City shows the following to exist: 78 single-family dwelling units, 19 mobile homes, 5 apartment houses, 1 post office, 1 fire department, 2 churches, and 19 business establishments.

There are dwellings in poor condition in the town and there is evidence of need for a uniform building code enforcement. The recent adoption of the Uniform Building Code will aid in improving the living conditions within the City.

The present needs of the City are:

- A. Doctor, resident
- B. Bank
- C. Single and multiple dwellings, low and medium cost
- D. Rental Units
- E. Additional police protection

#### Housing Policy

It shall be the policy of the City to encourage continued development of low and medium income housing within the City and to encourage diverse housing construction to provide an adequate housing market within the City. The City shall also regulate the mixing of land uses to prevent the loss of value to adjoining properties.

## LAND USE ELEMENT

### Introduction

This part of the report describes the proposals of the comprehensive plan as they relate directly to the City of Cuvler. In interpreting these proposals, it is important to use the written description together with the map.

These proposals have been reviewed by the City Planning Commission and the City Council. This is a plan of action, not just a document. The planning process which began with the development of this plan is a continuing process.

Five land use categories are shown on the map. These are:

1. R - Residential
2. R (M) - Mobile Homes
3. C-1 Central Business
4. I - Industrial
5. Park, School, and Civic Center

### Residential Areas

Definition: Residential includes single family, duplex, and/or multiple dwellings.

Multiple family dwellings containing three or more dwelling units.

Three types of residential uses are shown on the map:

1. Single family dwelling R-1
2. Single or multiple dwellings R-2
3. Mobile homes R (M)

Mobile homes are shown as being allowed in two areas of the City. One is the existing park in Block 29 and the other area (new) is in the northeast corner of the City, east of the canal.

The City of Culver has had its residential development taking place between the Culver Highway on the east and the railroad right-of-way on the west. This area is located on nearly level land with soils suitable for residential development. This area is compact and has few vacant lots.

Expansion of the residential district is occurring on the east side of the Culver Highway between Iris Drive and A Street, when extended east. The annexation of the area east of the highway, in 1972, doubled the land area of Culver.

Policy (Zoning Guidelines):

A variety of living areas and housing types should be provided appropriate to the needs of the population group they serve. Residential neighborhoods should be protected from any land use activity involving an excessive level of noise, pollution or traffic volume.

The City has adopted and enforces the State Uniform Building Code.

Desirable residential densities must be established to assure proper utilization of the land resources and economic capability in providing needed urban services. To reduce the sewer operational and maintenance costs, the City will promote a development plan that provides for the least amount of vacant lots within the City boundaries.

### Central Business District

This is described as an area 100 feet wide on both sides of C Street and Block 29 except that portion thereof in the railroad right-of-way and that portion of the City lying east of a line drawn 100 feet west of the west line of First Avenue and 360 foot strip along the east side of First Avenue (Culver Highway).

Areas designated as central business districts are located on the two major transportation arterials in Culver. That area located directly adjacent to the Culver Highway services permanent residents of the community as well as substantial tourist trade passing through the City. C Street (Huber Drive) has also been designated as a business district. Sufficient vacant lots now exist in the business district along C Street to provide for future expansion. However, this area does not receive a high volume of daily traffic. With the addition of that area directly adjacent to the Culver Highway (east side), prime locations for business establishments will become available.

### Policy (Zoning Guideline):

Adequate facilities for off-street parking and off-street loading should be provided.

The major street network is designed to emphasize the central business district as the dominant center of activity in the community.

Design controls to require landscaping of commercial properties and City streets would assist in improving the community's value and livability.

### Industrial District

The Industrial District is the railroad right-of-way bounded on the east by the west line of Sixth Avenue and on the west, the east line of Tenth Avenue.

Sites are available with ready access to rail and highway service. This area should provide ample space for future industrial development.

### Policy:

Other land uses could be developed as interim uses in areas that have been designated to be used for industrial purposes. Such proposals will require Planning Commission approval.



INDUSTRIAL



RESIDENTIAL, SINGLE FAMILY



PARK, SCHOOL, CIVIC CENTER



CENTRAL BUSINESS



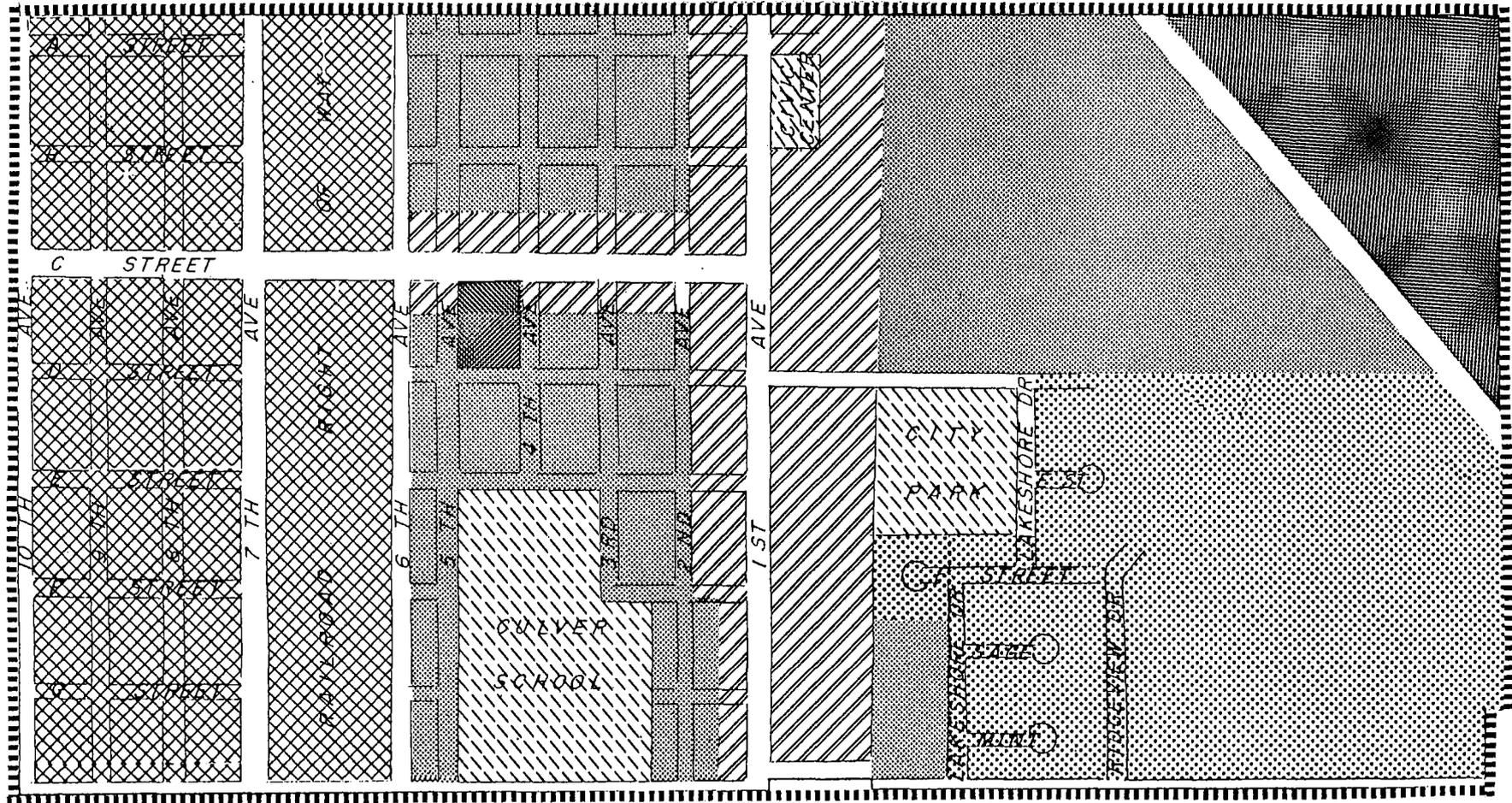
RESIDENTIAL, SINGLE OR MULTIPLE DWELLINGS



MOBILE HOMES



URBAN GROWTH BOUNDARY



COMPREHENSIVE PLAN

LAND USE MAP

CULVER, OREGON

SCALE 1" = 600'



## ADMINISTRATIVE PROCEDURE

This Comprehensive Plan is intended to be a working document. The conditions of the City and needs of its citizens change over time. The plan must be responsive to those changes. The State requires Comprehensive Plans be reviewed every two years. In order to provide a degree of flexibility and to insure the Comprehensive Plan continues to work for the City, there must be a means to amend the plan. There are two distinct types of amendments, legislative and quasi-judicial.

### Legislative Amendments

1. may be initiated by the City Council, Planning Commission, or private individuals,
2. represent broad policy changes in the plan,
3. shall require a public hearing
4. shall require 30 days public notice in the local newspaper, and
5. shall require a public hearing.

### Quasi-judicial Amendments

1. may be initiated by the City Council, Planning Commission, or private individuals,
2. shall require public hearing,
3. represent specific changes to the plan, map, or text, normally to accommodate requests of individual property owners,
4. the burden of proof shall be on the proponents of the amendment,

5. shall require 30 days public notice of the public hearing in the local newspaper, and
6. shall require notices mailed to surrounding property owners within 250 feet of the property lines of the property affected by the proposed amendment.

#### Public Hearings

Any proposed amendment shall require a public hearing to allow the general public to comment on the proposed revision. The Planning Commission shall conduct a public hearing to gather the facts concerning the matter. The Planning Commission shall submit to the City Council a recommendation, together with the Commission's findings of fact concerning the proposed amendment.

The City Council may accept or reject the Planning Commission recommendation or may conduct a second public hearing. In all cases, the City Council must adopt any proposed amendment to the Comprehensive Plan.