ORDINANCE No. 489

AN ORDINANCE ADOPTING THE CITY OF PILOT ROCK

COMPREHENSIVE PLAN

SECTION 1. AUTHORITY

Pursuant to Oregon Revised Statutes Chapters 92, 197, 215 and 227, the Statewide Planning Goals, and in coordination with Umatilla County and other affected governmental units, the City of Pilot Rock hereby adopts the City of Pilot Rock Comprehensive Plan including plan goals and policies as enumerated herein and the plan map included as Attachment "A".

SECTION 2. PLAN TECHNICAL REPORT

The Technical Report provides the background information, facts and considerations that the City's Comprehensive Plan goals, policies and map are based on. The Technical Report is not adopted as part of the Plan, but remains the supporting document that is subject to revisions as new technical data becomes available. When new data indicates that the City's plan should be revised, amendments shall be made as provided in Section 7.

SECTION 3. PLAN IMPLEMENTATION MEASURES

All plan implementation measures, including but not limited to the Zoning Ordinance, Subdivision Ordinance, Mobile Home Park Ordinance, and Urban Growth Area Joint Management Agreement between the City and County, shall be consistent with and subservient to the City Comprehensive Plan.

SECTION 4. AVAILABILITY OF PLAN

After the City Comprehensive Plan receives acknowledgement of compliance from the Oregon Land Conservation and Development Commission, the Comprehensive Plan, Technical Report and implementation measures shall be available for use and inspection at City Hall, the Umatilla County Planning Department Office, the East Central Oregon Association of Counties Office in Pendleton, and the Department of Land Conservation and Development Office in Salem.

SECTION 5. PLAN GOALS AND POLICIES

The following statement of goals and policies provide a general long-range basis for decision making relative to the future growth and development of the city. The goals are patterned after and are in direct response to applicable Oregon Statewide Planning Goals. The policy statements set forth a guide to courses of action which are intended to carry out the goals of the plan. The policy statements present the City's position on matters pertaining to physical improvements and community development.

A. Citizen Involvement

GOAL: To develop a citizen involvement program that ensures opportunity for citizens to participate in all phases of the planning process.

It shall be City policy:

- 1. To conduct periodic community surveys to ascertain public opinion and collect information; tabulated survey results shall be distributed.
- 2. To encourage people to attend and participate in Planning Commission and City Council meetings and hearings.
- 3. To establish advisory committees as necessary to study community problems and make recommendations for their solution.

B. Land Use Planning

GOAL: To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.

- 1. To prepare data inventories on natural resources, man-made structures and utilities, population and economic characteristics, and the roles and responsibilities of affected governmental units.
- 2. To identify lands suitable for development and areas where development should be restricted.
- 3. To develop economic and population projections.

- 4. To determine the land requirements for projected economic development and population growth.
- 5. To determine the public facilities and services required to accommodate existing unmet public needs and expected economic and population growth.
- 6. To revise the comprehensive plan and urban growth boundary for the City of Pilot Rock as necessary based on available information, citizen input, coordination with affected governmental units, and the goals and policies adopted herein.
- 7. To prepare, adopt and revise as necessary zoning, subdivision and mobile home park ordinances.
- 8. To establish additional policies and implementation measures consistent with the Comprehensive Plan as necessary.

C. Agricultural Lands

GOAL: To preserve and maintain agricultural lands.

It shall be City Policy:

- 1. To identify agricultural lands which should be preserved and protected from urban development.
- 2. To encourage residential, commercial, and industrial development within the urban growth boundary.
- 3. To restrict residential, commercial, and industrial development outside the urban growth boundary.
- 4. To retain land within the urban growth area presently zoned for Exclusive Farm Use for farming until rezoning is requested.

D. Open Spaces, Scenic and Historic Areas, and Natural Resources

GOAL: To conserve open space and protect natural, scenic, historic and cultural resources.

- 1. To identify open spaces; scenic, cultural and historic areas; and natural resources which should be preserved from urban development through the Goal 5 process.
- 2. To distribute open space throughout the urban area to insure visual relief within the urban environment and to provide sufficient space for passive and active recreation.

- 3. To preserve open space through public acquisition of suitable land and by encouraging provisions for open space in private developments.
- 4. To examine any publicly owned lands including street rightsof-way for their potential open space use before their disposition.
- 5. To encourage multiple uses of open space land provided that the uses are compatible.
- 6. To preserve the bluff between the city water storage tanks and Delwood Street as permanent open space, and encourage the preservation of the bluff west of the industrial area for open space through the assistance of Umatilla County.
- 7. To preserve archeological and historic sites, structures and artifacts as identified as being significant to the City, the County and the State.
- 8. To conserve the area's natural resources.

E. Air, Water an Land Resources Quality

GOAL: To maintain and improve the quality of the air, water and land resources of Pilot Rock.

It shall be City policy:

- 1. To limit all discharges from existing and future development to meet applicable state or federal environmental quality statutes, rules and standards.
- 2. To encourage industries to locate in Pilot Rock which would have no significant detrimental effect on the environmental resources of the area.
- 3. To participate with the County and other cities in the county regarding groundwater problems in the Umatilla Basin.
- 4. To participate with the County and State in developing a program to improve the water quality in the Birch Creek Basin.

F. Areas Subject to Natural Disasters and Hazards

GOAL: To protect life and property from natural disasters and hazards.

- 1. To direct development to locate outside floodplains, natural drainageways, steep slopes, and other hazardous areas.
- 2. To limit the use of land in the undeveloped floodplain within the urban growth area to open space, recreation or other appropriate uses which minimize the potential loss to life or property and which comply with federal and state regulations.
- 3. To investigate alternative ways to reduce the flood hazard within the City Limits.
- 4. To require site specific information clearly determining the degree of hazard present from applicants who seek approval to develop residential, commercial, or industrial uses within known areas of natural disasters and hazards.

G. Recreational Needs

GOAL: To satisfy the recreational needs of the citizens of Pilot Rock and visitors.

It shall be City policy:

- 1. To develop public meeting places and indoor recreational facilities for all age groups.
- 2. To build additional park and outdoor recreational facilities in order to meet recreational needs of residents and visitors as the community grows.
- 3. To develop a community swimming pool complex if resources become available.
- 4. To develop a pedestrian pathway along East Birch Creek between the downtown business area and the community park.
- 5. To require the dedication of park land or fee in lieu of for park land or facilities as part of the review and approval of subdivision and planned unit development.
- 6. To plan community recreation facilities in conjunction with existing and planned school facilities so that they compliment each other in function.

H. Economic Development

GOAL: To diversity and improve the economy of Pilot Rock.

It shall be City policy:

1. To preserve the land north of downtown and west of U. S. Highway 395 for commercial and industrial development and

protect this area from encroachment of incompatible land uses except for that area north of town which is already developed as a residential area (Partney's Mobile Home Park and surrounding area).

- 2. To encourage diversified, non-polluting industrial development in order to provide a stable job market for area residents.
- 3. To minimize high noise levels, heavy traffic volumes, and other undesirable effects of heavy commercial and industrial developments.
- 4. To provide facilities necessary to attract and serve industry.
- 5. To cooperate with and encourage the use of local manpower training agencies and programs to expand job opportunities, reduce unemployment, reduce out-migration of youth, accommodate the growth of the local labor force, and maximize the utilization of local manpower as job opportunities increase.
- 6. To develop an improvement plan for the downtown area and encourage concentration of retail and service businesses, professional offices, financial institutions and public services.

I. Housing

GOAL: To increase the supply of housing to allow for population growth and to provide for the housing needs of the citizens of Pilot Rock.

- 1. To encourage a moderate rate of growth and a mixed population of varying age groups, incomes, and lifestyles.
- 2. To encourage variety in residential areas by fostering and retaining the amenities and natural variety inherent in the landscape, provide for variation in the design of these areas and their related facilities, and encouraging the use of new techniques in land development.
- 3. To allow mobile homes in appropriate residential areas on individual lots as an outright use and mobile home parks as a conditional use.
- 4. To cooperate with agencies involved in the development of low and moderate-income housing.
- 5. To consider a housing code enforcement program to prevent deterioration of the community's housing stock.

- 6. To locate high density residential development near the central business district adjacent to areas with the amenities of view and open space, and on sites served by arterial or collector streets.
- 7. To require future residential development which will provide prospective buyers with a variety of residential lot sizes, a diversity of housing types, and a range in prices.
- 8. To establish low density residential areas within the urban growth boundary rather than rural residential areas adjacent to, but outside the Urban Growth Boundary.
- 9. To require that low density residential areas which are subdivided or partitioned be laid out so that such areas may be further subdivided or partitioned at a later time while still insuring that necessary public facilities can be developed. Sub-areas which are equal to or greater than 12 percent slope are expected.

J. Public Facilities and Services

GOAL: To plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban development.

- 1. To locate public facilities to be accessible to the people who use them, and concentrate related public services in one area.
- 2. To develop public and semi-public building sites adequate in size to accommodate future as well as existing needs.
- 3. To resolve specialized utility problems created by a particular type of use (abnormal or peak water requirements or unusual sewage disposal problems of certain types of industries) by working with the parties responsible.
- 4. To require underground installation of utilities in all new developments and as major improvements are made to areas with above ground utilities.
- 5. To cooperate with agencies involved in providing and coordinating social services, and consider pooling of city resources with social agencies to provide needed services within the community.
- 6. To encourage the development of health services.

- 7. To develop, maintain, update, and expand police and fire services, streets and sidewalks, water and sewer systems, and storm drains as necessary to provide adequate facilities and services to the community.
- 8. To work with Umatilla County to insure adequate provision for and control of solid waste disposal sites.
- 9. To plan public facilities, utilities and services to meet expected demand through development of a capital improvement program.
- 10. To provide city water and sewer services only within the Urban Growth Boundary and after annexation.
- 11. To discourage development of new wells within the Urban Growth Boundary if such wells either individually or collectively will substantially reduce the City's ability to provide a dependable source of water.
- 12. To identify approximate locations of future streets, water tank sites, and other public facilities.
- 13. To require necessary on-site public facilities to be provided in new subdivisions, including but not limited to water, sewer and streets.
- 14. To require property owners to pay their fair share of the costs of extension of public facilities which will serve their property.
- 15. To determine that the sewage system is operating as designed before contemplating treating additional waste loads created by increased population and/or industrial or commercial development.

K. Transportation

Summary: Low population density and the rural nature of the area has resulted in individual vehicular traffic being the only major source of transportation.

Pilot Rock is located in the central portion of Umatilla County in the northeastern corner of Oregon. The City has a population of roughly 1,600 people. It is laid out in a grid pattern, which is broken up by three creeks and US 395 which runs through the middle of the City. The City's commercial development is concentrated along US 395 in the downtown. The City's biggest employers are lumber companies and there are numerous farms within the UGB. Pilot Rock has its own school district and is conveniently located approximately 15 miles south of Pendleton, which is the largest city in the county. The US 395 runs

northeast-southeast through Pilot Rock acting as both a through route and as the primary commercial street downtown. The highway connects the city to Pendleton, Stanfield, Hermiston, Umatilla and Washington State to the north; and Ukiah, John Day, and California to the south. Five paved county roads also provide access to the City; (1) County Road No 1375 (East Birch Creek Road) which runs south from US 395, (2) County Road No. 1386 (Circle Road) which runs north from the City, (3) County Road No. 1150 (Stewart Creek Road) which runs east along the city limits, (4) County Road No. 1391 (known locally as Delwood Street) in the southwest, and (5) County Road No. 1151 (known locally as Elm Street) in the east. Additionally, County Road No. 1388 (Stock Drive Road), a dirt road, provides access to Pilot Rock from the west. These roadways allow easy access to the regional production, distribution, and marketing centers in the area and function as arterials and collectors throughout the City. Oregon Department of Transportation (ODOT) has jurisdiction over US 395, the county has jurisdiction over the county roads, and the City has jurisdiction over the rest of the existing roadways.

The relatively small size of Pilot Rock indicates that walking could be employed regularly, weather permitting, to reach a variety of destinations. Encouraging pedestrian activities may not only decrease the use of the personal automobile but may also provide benefits for retail The sidewalk system in the core of Pilot Rock is relatively complete. Sidewalks exist on the east side of US 395 between 4th Place and Main Street. South of 4th Place there is some sidewalk on the east side of the highway; however, it is in poor condition. Sidewalk exists along the west side of the highway, between 4th Street and Main Street. Main Street has sidewalks on both sides between the pedestrian bridge West Birch Creek and Alder Sidewalks exist on the west side of Alder Street from Main Street to just south of 5th Street. sections of sidewalk exist on 2nd Street and 3rd Street, west of US 395, but most are in poor condition. for wheelchair access are largely lacking even where sidewalks exist. There are some locations were there are built-up curb ramps; however, they are too steep to meet Americans with Disabilities Act (ADA) requirements. Crosswalks exist at the intersections of US 395 and 3rd Street, US 395 and Main Street and US 395 and Alder Drive.

Pilot Rock currently has sanctioned bikeways in the northern part of town on two streets, Cedar Street and US 395. The bike lane on Cedar Street is 6 feet wide and roughly a mile long, running north on the west side of the street from the intersection with Delwood Street to the last mill near the city limits. The other bike lane

is also 6 feet wide. It is located on the east side of US 395 from the intersection with Alder Street north to the intersection with 4th Street. On the rest of the city's streets, bicyclists must share the roadways with motorized vehicles. On low volume roadways, such as many of the local streets, bicyclists and automobiles can both safely and easily use the roadway. On higher volume roadways, particularly US 395, safety for the bicyclists is an important issue. An impediment to bicycle use is the lack of parking and storage facilities for bikes throughout the city of Pilot Rock.

Greyhound bus lines provide the only intercity bus service in Umatilla County, which provides service along I-84, US 395, and OR 11 within Umatilla County. Greyhound has terminals located in Hermiston and Pendleton that connect these cities to each other and major population centers outside of the county. The Hermiston terminal has two departures heading southeast (with stops in Pendleton, La Grande, Boise, and Salt Lake City); three buses running west to Portland; and two buses heading north on US 395 to Pasco and Spokane daily. The Pendleton terminal has three departures southeast (with stops in La Grande, Boise and Salt Lake City); three departures west to Portland; and two departures north to Seattle via Walla Walla, Pasco, and Spokane daily. The line to Seattle could serve Milton-Freewater as it runs through the City along OR 11. Pilot Rock has no local fixed-route transit service at this time. The small size and low traffic volumes on city streets indicate that mass transit is not necessary or economically feasible at this time. The Transportation Planning Rule exempts cities with a population of less than 25,000 from developing a transit system plan or a transit feasibility study as part of their Transportation System Plans.

Pilot Rock has no passenger or freight rail service. recently, AMTRAK service was available in Hermiston and Pendleton along the rail line that follows the I-84 corridor from Portland to Boise, Idaho and points east. Amtrak is currently experiencing a funding crisis. As a result, passenger service between Portland and Denver, including service to cities within Umatilla County, was discontinued in May 1997. This line serves only freight traffic now. The Union Pacific Railroad right-of-way runs northeast to southwest into the UGB and city limits stopping just north of downtown. This rail line carries freight between Pilot Rock and Pendleton one to two times per week. The line connects to the Union Pacific main line that runs through In addition to this line, there are two nearby lines. A major freight line owned and operated by Union Pacific Railroad, a Class I line-haul freight railroad, stops in Hermiston. Also, a limited rail service exists between

Milton-Freewater and Weston on the Blue Mountain Railroad consisting of one freight train per day (maximum) or some local switching.

The city of Pilot Rock is served by Eastern Oregon Regional Airport in Pendleton, which is approximately 20 miles north of Pilot Rock and by Hermiston Municipal Airport, which is approximately 40 miles northwest of Pilot Rock.

Although not often considered transportation facilities, pipelines carry liquids and gases very efficiently. The use of pipelines can greatly reduce the number of trucks and rail cars carrying fluids such as natural gas, oil, and gasoline. Cascade Natural Gas uses these lines to provide natural gas service to Pilot Rock residents.

Pilot Rock has no water transportation services. The nearest commercial port is the Port of Umatilla located in the northwest corner of the county along the Columbia River.

Findings: The following findings are the basis for policies related to the transportation needs of the City.

 There is a need for public transit between Pilot Rock and nearby communities, especially to help older residents reach destinations outside the city.

Overall Goal: To provide and encourage a safe, convenient, and economic transportation system.

Objectives:

- 1. Ensure that the road system within the City and urban area is adequate to meet public needs, including the needs of the transportation disadvantaged.
 - A. Develop a city transportation plan.
 - B. Meet identified maintenance level of service standards on the county and state highway systems.
 - C. Review and revise, if necessary, street crosssection standards for local, collector, and arterial streets to enhance safety and mobility.
 - D. Develop access management strategies where needed.
 - E. Evaluate the need for traffic control devices.

- F. Analyze the safety of traveling speeds and consider modifying posted speeds as necessary.
- G. Evaluate the operation and safety of the street system.
- H. Encourage the provision of transportation alternatives for elderly and handicapped citizens.
- 2. Preserve the function, capacity, level of service, and safety of existing and planned roadways.
 - A. Develop access management standards.
 - B. Develop alternative, parallel routes.
 - C. Promote alternative modes of transportation.
 - D. Promote transportation demand management programs.
 - E. Promote transportation system management.
 - F. Develop procedures to minimize impacts to and protect transportation facilities, corridors, or sites during the development review process.
- 3. Improve coordination among Umatilla County, ODOT, the US Forest Service (USFS), the Federal Highway Administration (FHWA), and the city.
 - A. Cooperate with ODOT in the implementation of the Statewide Transportation Improvement Program (STIP).
 - B. Work with Umatilla County to coordinate roadway maintenance and improvements and to develop joint policies concerning local roads and streets within the Urban Growth Boundary.
 - C. Work with the county in establishing cooperative road improvement programs and schedules.
 - D. Work with the county in establishing the right-ofway needed for new roads identified in the transportation system plan.
 - E. Take advantage of federal and state highway funding programs.
 - F. Encourage the county and ODOT to improve the existing road system to and within the City.

- G. Consider pooling resources with other cities and the county to provide services the benefit areas both inside and outside the City.
- 4. Increase the use of alternative modes of transportation (walking, bicycling, and public transportation) through improved access, safety and service.
 - A. Provide sidewalks or shoulders and safe crossings on collectors and arterials.
 - B. Amend and implement a city bicycle plan.
 - C. Seek Transportation and Growth Management (TGM) and other funding for projects evaluating and improving the environment for alternative modes of transportation.
 - D. Cooperate with other cities and the county to pursue inter-city transit service opportunities.
 - E. Utilize local improvement districts (LID's) when possible to provide sidewalks and curbs for local neighborhoods.

Policies

- 1. Coordinate with the Oregon Department of Transportation (ODOT) to implement the highway improvements listed in the Statewide Transportation Improvement Program (STIP) that are consistent with the Transportation System Plan and the city Comprehensive Plan.
- 2. Consider of ODOT's the findings draft Environmental Impact Statements and Environmental Assessments as integral parts of the land use decision-making procedures. Other actions required, such as a goal exception or plan amendment will be combined with review of the draft EA or EIS and land use approval process.
- 3. The Transportation System Plan is an element of the Pilot Rock Comprehensive Plan. It identifies the general location of transportation improvements. Changes in the specific alignment of proposed public road and highway projects that shall be permitted

without plan amendment if the new alignment falls within a transportation corridor identified in the Transportation System Plan.

- 4. Operation, maintenance, repair, and preservation of existing transportation facilities shall be allowed without land use review, except where specifically regulated.
- Allow the dedication of right-of-way, authorization of construction, and the construction of facilities and improvements, for projects authorized in the Transportation System Plan, the classification of the roadway and approved road standards without land use review.
- 6. Allow changes in the frequency of transit, rail and airport services that are consistent with the Transportation System Plan without land use review.
- 7. For State projects that require an Environmental Impact Statement (EIS) or Environmental Assessment (EA), the draft EIS or EA shall serve as the documentation for local land use review, if local review is required.
 - A. Where the project is consistent with the Transportation System Plan, formal review of the draft EIS or EA and concurrent or subsequent compliance with applicable development standards or conditions;
 - B. Where the project is not consistent with the Transportation System Plan, formal review of the draft EIS or EA and concurrent completion of necessary goal exceptions or plan amendments.
 - 8. Preserve the function of existing and planned roadways as identified in the Transportation System Plan.
 - 9. Consider the impact of development and projects on existing or planned transportation facilities in all land use decisions.
 - 10. Preserve the function of existing or planned roadways or roadway corridors through the application of appropriate land use regulations.
 - 11. Consider the potential to establish or maintain accessways, paths, or trails prior to the vacation of any public easement or right-of-way.

- 12. Preserve right-of-way for planned transportation facilities through exactions, voluntary dedication, or setbacks.
- 13. It is the policy of Pilot Rock to plan and develop a network of streets, accessways, and other improvements, including bikeways, sidewalks, and safe street crossings to promote safe and convenient bicycle and pedestrian circulation within the community.
- 14. Consider the requirement of streets and accessways where appropriate to provide direct and convenient access to major activity centers, including downtown, schools, shopping areas, and community centers.
- 15. In areas of new development, Pilot Rock will consider the existing and future opportunities for bicycle and pedestrian accessways. Many existing accessways such as user trails established by school children distinguish areas of need and should be incorporated into the transportation system.
- 16. Retrofitting existing arterials and collectors with bike lanes shall proceed on a prioritized schedule as appropriate and practical (i.e., bike lanes may not be appropriate in downtown core areas where it would require the removal of parking).
- 17. Sidewalks should be included on all new streets within the Pilot Rock Urban Growth Boundary except on limited access freeways.
- 18. Retrofitting existing streets with sidewalks shall proceed on a prioritized schedule.
- 19. Priority should be given to developing accessways to major activity centers within the Pilot Rock Urban Growth Boundary, such as the downtown commercial center, schools, and community centers.
- 21. Bikeways and pedestrian accessways shall connect to local and regional travel routes.
- 22. Bikeways and pedestrian accessways shall be designed and constructed to minimize potential conflicts between transportation modes. Design and construction of such facilities shall follow the guidelines established by the Oregon Bicycle and Pedestrian Plan.
- 23. Maintenance and repair of existing bikeways and pedestrian accessways (including sidewalks) will have

the same priority as the maintenance and repair of motor vehicle facilities.

- 24. Bicycle parking facilities should be provided at all new residential multifamily developments of four units or more, commercial, industrial, recreational, and institutional facilities.
- 25. The Pilot Rock Planning Commission will serve as a citizens advisory committee to protect and promote bicycle and pedestrian transportation within the Pilot Rock Urban Growth Boundary.

L. Energy Conservation

GOAL: To conserve energy and develop and use renewable energy resources.

It shall be City policy:

- 1. To revise the Zoning Ordinance to protect solar access.
- 2. To, where practical, orient and design of new streets and buildings to allow for utilization of solar energy and provision of landscaping to reduce summer cooling needs.
- 3. To design the extension and upgrading of water and sewer lines and facilities to minimize energy use.
- 4. To protect existing trees.
- 5. To encourage building owners to insulate their buildings to conserve energy and reduce operating costs consistent with the requirements of the Uniform Building Codes with Oregon Amendments.

M. Urbanization

GOAL: To provide for an orderly and efficient transition from rural to urban land use

- 1. To establish an urban growth boundary to identify and separate urbanizable land from rural land.
- 2. To develop a cooperative process between Pilot Rock and Umatilla County for the establishment and change of the Urban Growth Boundary.

- 3. To require development to occur within a relatively compact urban area with controlled outward growth by phasing extension of public facilities.
- 4. To consider only those areas that are within the urban growth boundary for annexation to the city.
- 5. To work with Umatilla County to develop policies and regulations to manage land development within the urban growth boundary outside city limits.
- 6. To tax land within the urban growth boundary based on current use and market value.
- 7. To direct any future expansion of the Urban Growth Boundary into designated expansion areas shown on the Comprehensive Plan Map, unless it can be shown through the process listed in Statewide Planning Goal #14 for establishing an Urban Growth Boundary that other lands are more suitable for development.

SECTION 6. PLAN AND IMPLEMENTATION MEASURE REVIEW

The City Comprehensive Plan and implementing measures shall be reviewed at least annually to determine conformity with changes in:

Oregon Revised Statutes and Administrative Rules;

Oregon Case Law;

Oregon Statewide Planning Goals;

Requirements of the City;

Needs of residents or landowners within the City or urban growth area; and

Concerns of the County and other affected governmental units

If the City Comprehensive Plan, implementation measures, or both fail to conform to any of the above criteria, the non-conforming document(s) shall be amended as necessary and as soon as practical.

SECTION 7. PLAN AMENDMENT

After the Planning Commission and City Council determine that proposed amendments should be considered, amendment of the Comprehensive Plan shall be based on the following procedure and requirements.

- A. The Planning Commission shall set a public hearing date and give notice thereof through a newspaper of general circulation in the City at least ten (10) days prior to the hearing and if applicable, notice shall be mailed to:
 - 1. Property owners within 250 feet of land subject to a proposed amendment to the plan map; and
 - 2. Affected governmental units which may be impacted by or who have requested opportunity to review and comment on proposed amendments.
- B. Copies of proposed amendments shall be made available for review at least ten (10) days prior to the Planning Commission hearing.
- C. Within ten (10) days after the close of the public hearing, the Planning Commission shall make findings of fact and recommend to the City Council adoption, revision or denial proposed amendments.
- D. Upon receipt of the Planning Commission recommendation, the City Council shall set a public hearing date and give notice thereof through a newspaper of general circulation in the city at least ten (10) days prior to the hearing, and if applicable, notice shall be mailed to:
 - 1. Property owners within 250 feet of land subject to a proposed amendment to the plan map; and
 - 2. Affected governmental units which may be impacted by or who have requested opportunity to review and comment on proposed amendments.
- E. Copies of proposed amendments and the Planning Commission recommendation shall be made available for review at least ten (10) days prior to the City Council hearing.
- F. Within ten (10) days after the close of the public hearing, City Council shall make findings of fact and adopt, adopt with changes or deny the proposed amendments. Adoption of plan amendments is effective upon;
 - 1. City adoption in case of amendment of the plan map for an area within the city limits.
 - County adoption in the case of amendment of plan policies or the plan map for the urban growth area; and
 - 3. County adoption and Land Conservation and Development Commission approval in case of amendment of plan goals or urban growth boundary location.

the County and the Land Conservation and Development Commission within five (5) days after adoption.
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Copies of plan amendments adopted by City shall be sent to

G.