

## MEMORANDUM

To: Lincoln County Fair Board and Lincoln County Board of Commissioners  
From: Steve Faust, AICP  
CC: Wayne Belmont, Lincoln County, County Counsel

Date: February 15, 2019

**Project Name: Lincoln County Commons**  
**RE: Revised Master Plan – Transmittal Memo**

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Over the past two years, Lincoln County has been engaged in a planning process for the Lincoln County Commons, “Home of the Lincoln County Fair,” to ensure it remains an important gathering place that offers a variety of venues that serve county residents and attract new activities and opportunities. The purpose of the Revised Master Plan for the Lincoln County Commons is to determine which existing facilities will be improved or removed, design a new multipurpose building and other ancillary facilities, and develop a management and operations plan that will sustain the Commons over time.

The Lincoln County Commons Refined Master Plan process was designed to reach stakeholders throughout the county in a collaborative effort to capture the community’s vision for the Commons. A Master Plan Visioning Committee (MPVC) was convened to guide the development of site facility alternatives and provide recommendations on key project issues and decisions.<sup>1</sup>

The process was initiated in July 2017 and the public involvement process began in January 2018. During the first phase of public involvement, the Lincoln County Community indicated a desire for an open campus with areas for hosting events, sports activities and recreation. In addition to a new multipurpose building identified through previous processes, many participants expressed the need for a covered outdoor pavilion for hosting animal events beyond the summer months.

Based on these results, a draft site and facilities plan to achieve the community vision for the Commons was developed. A comparison of the estimated cost of improvements and expected Transient Room Tax revenues showed that improvement costs would exceed revenues and, therefore, the site and facilities plan was revised by reducing the size of the multipurpose building and pavilion, resulting in a plan that could be paid for through expected TRT revenues.

Phase 2 of the public involvement process included a series of four public open houses and a community-wide, online questionnaire. Further refinements were made to the plan based on public comments. Concurrently, the planning team drafted a comprehensive business plan for the management and operations of the Commons that aligned with projected TRT revenues. The planning

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<sup>1</sup> Members include: Rich Belloni, Lincoln County School District; David Allen, City of Newport; Don Williams, City of Lincoln City; Kerry Kemp, City of Waldport; Jeff Wiseman, City of Depoe Bay; City of Siletz; Jim Tooke, City of Yachats; City of Toledo; Sharon Edenfield, Siletz Tribe; Todd Williver, 4-H OSU Extension; David Loomis, Citizen Representative; Tom Hurst, Central Coast Soccer Assoc.; Lyle Mattson, JC Market; Linda Neigebauer, Citizen Representative; Carla Perry, Citizen Representative; Frances Fogarty, Citizen Representative; Judy Kuhl, Best Western.



team then prepared a draft Refined Master Plan which combines the revised site plan and comprehensive business plan.

The draft Refined Master Plan was presented to the MPVC in November 2018. MPVC members expressed support for key improvements included in the Plan and requested the planning team explore several possible refinements to be discussed at a subsequent MPVC meeting. The proposed refinements included:

- Expand and relocate the Pavilion to the current Picnic Area along Harney Street.
- Explore the ability to locate the Stage so it can support music/entertainment both inside and outside of the Multipurpose Building. Consider a portable (trailered) stage.
- Consider covering part or all of the hardscaped Plaza.
- Ensure sufficient storage in the site plan.

The planning team prepared a memorandum to assess the advantages and disadvantages of these refinements in preparation for a discussion and decision-making at the January 24 MPVC meeting. This included three options for location of the Pavilion. After further deliberation, the MPVC came to consensus minus one decision to recommend approval for the Revised Master Plan dated February 2019 to the Fair Board and Board of Commissioners.