

LA PINE CITY PLANNING COMMISSION MEETING AGENDA

Wednesday March 17, 2010 - 6:00 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Added Agenda Items
Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda.
5. Approval of February 17, 2010 Planning Commission Meeting Minutes
6. Update on the February 25, 2010 Meeting of the Deschutes County Planning Commission regarding the City of La Pine’s Comprehensive Plan
- Deborah McMahon and James Lewis
7. Training Session on Land Use Applications
- Deborah McMahon – DMC Consulting Inc.
- James Lewis - Foreterra
8. Update on Filling the Vacant Planning Commissioner’s Seat
9. Update and Discussion on the Transportation Advisory Committee and Next Steps
10. Planning Commissioner Reports and Staff Update
11. Other Matters
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
12. Public Comments for Items not on the Agenda
13. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the Planning Commission to consider or discuss additional subjects. The meeting is subject to cancellation without notice. The meeting is open to the public and interested citizens are invited to attend. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Luana K. Damerval at (541) 536-1432.

LA PINE CITY PLANNING COMMISSION MEETING MINUTES

Wednesday March 17, 2010 - 6:00 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order

Chair Thomas called the meeting to order at 6:03 pm.

2. Establish Quorum
Roll Call

Present Were:

- Chair Thomas
- Vice Chair Fleming
- Cmsr Classen
- Cmsr Maggard

Quorum Established

3. Pledge of Allegiance

Chair Thomas led the Pledge of Allegiance.

4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda.

None

5. Approval of February 17, 2010 Planning Commission Meeting Minutes

Cmsr Maggard noted that the word Councilors should be changed to Commissioners on page two of the minutes, bottom paragraph.

A motion was made by Vice Chair Fleming and seconded by Commissioner Maggard to Approve the February 17, 2010 Meeting Minutes with one correction as noted.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Vice Chair Gloria Fleming</i>	<i>X</i>	
<i>Commissioner Classen</i>	<i>X</i>	
<i>Commissioner Maggard</i>	<i>X</i>	

Motion passed unanimously.

00:03:09

6. Update on the February 25, 2010 Meeting of the Deschutes County Planning Commission regarding the City of La Pine’s Comprehensive Plan

- Deborah McMahon and James Lewis

Deborah McMahon stated that the City limits have been determined as the Urban Growth Boundary for La Pine. She said this is important to the County so they can recognize what La Pine is doing for their own comprehensive plan. She said that this was what was accomplished at the County meeting. Ms. McMahon said that the next step will be that the County sends off their findings to the State of Oregon for review. She said they have excellent findings to support the City limits as the urban growth boundary.

James Lewis stated that on April 5th there is a Public Hearing for the Board of County Commissioners to

review changes on their comprehensive plan. Vice Chair Fleming asked if they anticipated any problems with the State of Oregon's review of the comp plan. Deborah McMahon said that they are not anticipating any problems and have not received any feedback about any potential problems.

00:11:30

7. Training Session on Land Use Applications

- Deborah McMahon – DMC Consulting Inc.
- James Lewis - Foreterra

Deborah McMahon stated that they wanted to do some training with the Planning Commissioners even though there are not many land use applications being filed with the County at this time. She said she would use, as a training example an application, from one of her clients. Deborah McMahon said that the Planning Commission has to review an application based on the criteria that are, the legal rules for that city. She also said the procedural requirements are very important. Deborah McMahon said that the City Staff report evaluates those requirements such as postings done in time, neighbors having a chance to comment and what were those comments, etc. James Lewis said that it is the applicant's requirement to meet those criteria. Vice Chair Fleming asked about the timeline and if it expires does the developer have to go through the entire process again. Deborah McMahon said yes, if there have been changes in the area that would make the land use application incompatible at a later date in time and they would have to reapply.

00:17:43

Ms. McMahon said if the criteria are open, meaning that it is not clear and objective, you will have the ability to make things better. She said subjective criteria give you the ability to refine the development. Ms. McMahon said the requirements to meet the reapplication are going to be different. She said the Planning Department can make a condition of approval for the developer so that they can enter into a special agreement to refine an application so it will be acceptable for the entire community. Ms. McMahon said that the public entity can give the developer compensation for lost revenues as a result of changes to the application.

Ms. McMahon stated that right now while the County is reviewing land use applications for La Pine, the Planning Commission's review will consist of making sure it was done right and sending back any comments to the County. She said DMC/Foreterra will assist the Planning Commissioners with this for the time being because of a lack of City staff.

James Lewis stated after the development period has expired, the developer is basically off the hook should sidewalks or something else fail. He said once the developer's bond is released it becomes the public entity's responsibility. Ms. McMahon stated that at some point the City will want to absorb all the streets in the City limits when it is financially feasible to do so. James Lewis said they will be developing new code

language as well and taking new criteria and seeing if it meets those criteria. He said a lot of the conditions of approval are cookie cutter conditions like preservation of trees, for example. Deborah McMahon stated that livability standards need to be applied that are specifically designed for La Pine. She said it is important to tell the developer what they need to submit so that there is no perception the City is impeding development.

Vice Chair Fleming stated that she would like a lot of public involvement in what they want La Pine to look like. Deborah McMahon used as an example the Wal-Mart building designs that go from A to Z with the A being the more basic version and the Z being the most artistically designed building. She said you have to consider the economy and other obstacles but still be looking at the community values.

Ms. McMahon stated that the land costs can skyrocket if there are a lot of conditions put on development. Chair Thomas favored La Pine developing a theme but not prohibit development by making that theme something that would incur significant costs for the developer. Ms. McMahon stated that for La Pine, since it has tourists coming through the City it is part of your system and you have to think about it differently. Chair Thomas also suggested hiding some very basic designed buildings by keeping them on side streets. He said in his opinion location is most important.

James Lewis stated there will often be written conditions of approval that cover what the developer has to do during pre/current/post development. Ms. McMahon recommended the City hold firm on landscaping, etc., and hold back a bond release to the developer for maybe two years to make sure the plants and trees live for those two years. She also said the City needs to review what the developer's impact will be on the City's system.

Ms. McMahon stated that maybe the City will decide that developer's have to pay into a plan for updating a sewer drainage line or maybe pay into a fund for improving pedestrian connections through a certain neighborhood. James Lewis also suggested that the same conditions of use be applied to the same property regardless of if the property is sold to some other business. Mr. Lewis said that requiring trails in subdivisions, a lot of that is regulated by State law. McMahon also suggested creating zoning ordinance codes that give the La Pine Industrial Group (LIGI) something to work with for promoting new businesses in La Pine.

Public Comment

Wendy Korn, The Eagle newspaper, noted that the climate in La Pine is very specific to the area and is not always similar to Bend's climate because of the amount of trees. Chair Thomas stated that because of this, La Pine may adopt some codes that do not exist in Bend.

01:00:30

8. Update on Filling the Vacant Planning Commissioner's Seat

Patti Morgan, Admin Ass't, stated that ads are currently running in the local newspapers and also posted around town regarding the open position. She said no applications have been received thus far.

01:01:58

9. Update and Discussion on the Transportation Advisory Committee and Next Steps

In response to a question from Cmsr Classen, Ms. Morgan stated that one application has been received and the City is advertising the committee positions. She also announced that the Resolution for creating the Transportation Advisory Committee was successfully passed at a recent City Council meeting. The

Commissioners then discussed the make up for the committee such as a representative from each of the three neighborhoods and also a representative from the Chamber of Commerce.

10. Planning Commissioner Reports and Staff Update

Vice Chair Fleming congratulated Deborah McMahon and James Lewis for being selected by the City Council as the new consultants for the Land Use Planning Ordinance grant.

Chair Thomas stated it would be great to have the new Planning Commissioner also have ties to transportation so they could work with the Transportation Advisory Committee as well. He said that TAG (Transportation Advisory Group) is important to stay on the County level to assist with County transportation issues.

Deborah McMahon stated that the new implementing ordinances grant does have some monies available for public outreach. She suggested perhaps using those monies for a Name the Neighborhood contest to elicit more volunteers from the City residents for both City government and committees. She said the contest could incorporate each of the three City neighborhoods and have the graphics/posters and advertising costs paid for from the grant. Vice Chair Fleming mentioned that the Planning Commission would need to make a request to the City Council for the monies.

Cmsr Classen stated that the Little Deschutes Lodge planted trees and shrubs that would require little water but were natural to the area. She said that may be something we will want to look at regarding landscaping

ordinances.

01:19:00

Vicky Jackson, area resident, asked about the Urban Growth Boundary as it relates to the expansion of the Water and Sewer Districts since the UGB has the same boundaries as the City. Deborah McMahon said serving inside the City is the highest priority for the Water and Sewer Districts. She said the Water and Sewer Districts need to be serving not only the City but also outside the City that is their choice and decision.

Ms. Morgan mentioned that March 24th was the last Regular City Council Meeting prior to the April 10th Town Hall Meeting. Cmsr Classen asked that the Commissioners agree to place it before the Council at the March 24th meeting for approval. There was consensus from the Commissioners to do so.

A motion was made by Commissioner Classen and seconded by Commissioner Maggard to make a request to the City Council to use \$200 from the Implementing Zoning Grant outreach monies for the Name the Neighborhood Project to pay for advertising costs.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Vice Chair Gloria Fleming</i>	<i>X</i>	
<i>Commissioner Classen</i>	<i>X</i>	
<i>Commissioner Maggard</i>	<i>X</i>	

Motion passed unanimously.

11. Other Matters

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.

None

12. Public Comments for Items not on the Agenda

Public Comment

Councilor Greiner stated that he hopes the parking spaces designed for this community will be large enough for pickup trucks. He said that at Crescent Creek, where he lives, there are trails that wind through the development. Councilor Greiner says there needs to be some way to make sure those trails are maintained on a regular basis. He also said that there needs to be more space between homes in a development.

Wendy Korn, The Eagle newspaper, discussed the lava rocks that are in the bike lanes and can cause a safety issue. Vice Chair Fleming said it is too early for the lava rocks to be swept away because we still might have snow and ice. Ms. Korn said we should have a new saying for the City that we provide great views! She said she hopes the height of buildings and billboards will be carefully addressed by the Commission.

Vicky Jackson, area resident, asked about the time table for the transition from the County's code enforcement to the City's code enforcement. Ms. McMahon stated that the Urban Area Management Agreement that talks about the rules between the County and the City. She said after the zoning ordinance is adopted by the Council, the City and the County will jointly determine when the transition will occur.

01:36:09

James Lewis stated that Nick Lelack, Community Planning Dept., suggested prior to Council discussions on the 2010-11 budget he would like to visit with the Council and the Planning Commission about how the transitions will occur for the following budget year of 2011-2012. He said Nick could share how he views the transition happening with the Council and the Commissioners.

James Lewis suggested at some point creating a two member planning review group, a subcommittee of the Planning Commission, to review land use application in a timelier manner. Councilor Greiner stated that if there are any budget requirements, the Commission needs to get them in next week. Deborah McMahon said that a budget of between \$5,000 and \$10,000 would be needed for the Planning Commissioners to attend training, field trips and conferences.

The Commission requested that DMC/Foreterra prepare a request for training monies from the Council and have it presented for review at the next Planning Commission meeting scheduled for April 21st. Chair Thomas suggested the request be made in general terms to allow flexible opportunities for the Commissioners.

13. Adjourn

A motion was made by Commissioner Classen and seconded by Vice Chair Fleming to Adjourn the Meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Vice Chair Gloria Fleming</i>	<i>X</i>	
<i>Commissioner Classen</i>	<i>X</i>	
<i>Commissioner Maggard</i>	<i>X</i>	

Motion passed unanimously.

Chair Thomas adjourned the meeting at 7:55 pm.

Chair John Thomas

Attest:

City Recorder Luana Damerval

