

## LA PINE CITY PLANNING COMMISSION MEETING AGENDA

Wednesday, April 20, 2011 - 6:00 PM  
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. Public Comments for Items not on the Agenda
6. Approval of Planning Commission Meeting Minutes  
March 16, 2011 Meeting Minutes
7. Award of Appreciation to Virginia Classen
8. Interview Candidates for Planning Commission Positions
9. Review of Future Site Codes
10. Review of Future Animal/Fowl Ordinances
11. Planning Commissioner Training
12. Update on Comprehensive Plan and Zoning Ordinance  
Deborah McMahon, DMC Consulting Inc.  
James Lewis, Foreterra LLC
13. Planning Commissioner Reports and Staff Update
14. Other Matters  
Only those matters properly added to this Agenda under line item No. 4
15. 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 Patti Morgan at (541) 536-1432.



7. Award of Appreciation to Virginia Classen

Chair John Thomas presented the Award of Appreciation to former Commissioner Virginia Classen for her hard work on the Committee.

00:09:10

8. Interview Candidates for Planning Commission Positions

Vice Chair Fleming asked Bill Sawder about his extensive background in management and communications. Mr. Sawder's said he has worked with the planning commission in Bend on their antenna regulations. He also served on the La Pine Water and Sewer District Board. Mr. Sawders said he is currently running for the Board again during the upcoming May election.

Vice Chair Fleming asked candidate Rene Schifano about her involvement in the Budget committee. She said she was a member of the 2010-11 budget committee and will serve on it again for this year.

Chair Thomas asked that whoever gets selected should study the comprehensive plan and zoning ordinances so they can get up to speed as soon as possible. Vice Chair Fleming said on April 27<sup>th</sup> at the City Council meeting there will be a public hearing on the zoning ordinances.

Former Councilor Doug Ward said the City wanted a small rural community that has its own rules. He said Highway 97 is unattractive and needs to be cleaned up. Doug Ward said that the City needs sustainable industry that will provide jobs. He said it needs to be done in a concise and orderly manner.

Former Cmsr Classen stated that it is a big commitment and it is important to keep in mind that fact when applying for the Planning Commission.

Bill Sawders said La Pine is growing and needs more water rights. He said he got treated poorly by staff at the Special Districts and that is part of why he got involved on the Board.

Mr. Sawders stated that he could withdraw his application at this time (since there are three candidates but only two positions) but asked to keep it on file should there be another opening in the near future.

**A motion was made by Vice Chair Fleming and seconded by Commissioner Maggard to recommend that Doug Ward be appointed as a Commissioner to the City of La Pine Planning Commission.**

<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 Linda Maggard</i>	<i>X</i>	

**Motion passed unanimously.**

**A motion was made by Vice Chair Fleming and seconded by Commissioner Maggard recommend that Rene Schifano be appointed as a Commissioner to the City of La Pine Planning Commission.**

<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 Linda Maggard</i>	<i>X</i>	

**Motion passed unanimously.**

00:43:25

9. Review of Future Site Codes

Deborah McMahon stated that the big issue is when the City takes over its full jurisdiction and implementation of land use. She said right now the comprehensive plan is going through the State process with eight of the goals approved. Ms. McMahon said when the comp plan and zoning ordinances are approved the City will need to decide when they want to take over the planning responsibilities from the County. She said as soon as everything is ready to go then staffing and revenue will be reviewed such as for code enforcement. Ms. McMahon said she is currently doing the final polishing on the zoning ordinances.

01:00:34

Ms. McMahon stated that attached ground post signs could be 40 square feet, such as advertising various events in the City.

10. Review of Future Animal/Fowl Ordinances

Vice Chair Fleming stated that there will be a period before these ordinances take place except for livestock due to the numerous complaints received. Deborah McMahon stated that she will list in the draft codes that twelve laying chickens can be on one-half acre.

(this item was moved forward for efficiency purposes)

12. Update on Comprehensive Plan and Zoning Ordinance

Deborah McMahon, DMC Consulting Inc.  
James Lewis, Foreterra LLC

Deborah McMahon stated that she plans to have everything done by June 1, 2011. She said she hopes that the UGB will be accepted by DLCD (Department of Land Conservation Development). Ms. McMahon stated she is working hard to get them to accept the proposed UGB. She said she might give David Blair a call regarding the BLM transfer issue. Ms. McMahon was also asked not to exclude an airport by Vice Chair Fleming.

Ms. McMahon said that in regard to TSP (Transportation System Plan) a traffic engineer will be handling most of this work but the Planning Commission will probably have some involvement. She also said that a TSP is critical for a growing City.

Ms. McMahon said that once the codes are adopted they will be in place for the next twenty years. She said eventually the sidewalks and paved roads will come to the City.

Chair Thomas expressed concern that the Planning Commission be involved a little more as the City grows and develops. He said he would like it to be done more official than it has been in the past. Chair Thomas stated that it is crucial that any important recommendations need to be done in writing.

11. Planning Commissioner Training

Chair Thomas suggested tracking the various seminar and workshops that he and Gloria have attended. Deborah McMahon stated that the new concept is of a living City. It looks at sustainability on a lot by lot basis. She said she would like the Planning Commissioners to learn more about the living City.

13. Planning Commissioner Reports and Staff Update

Chair Thomas stated that the City Council will rely more on the Planning Commission as they get busier with other matters. He also read from a list of action items for a planning commission. Vice Chair Fleming stated that some of the training would probably not be applicable at this time but there are a lot of training courses that are very worthwhile. Vice Chair Fleming stated that she attended the Utilities Committee Meeting. She said that it appeared that the Special Districts were being more cooperative. Vice Chair Fleming said that the sewer district will probably payoff their current loan with USDA. She said at the next meeting in June, they will invite the new board members for the Districts to the Utility Meeting. Vice Chair Fleming said that they will collaborate to put out a letter to the customers. She said that sometime in the summer the Utilities Committee will be absorbed into the Public Works Committee.

14. Other Matters

Only those matters properly added to this Agenda under line item No. 4

14a) Ordering of Planning Commission materials – Vice Chair Fleming.

The City Council has approved the purchasing of materials and Ms. McMahon has compiled a list of books as well as a laptop computer with a projector and she will send the list of books that she has recommended for purchasing to the Commissioners via e-mail. Chair Thomas suggested twice a year doing the purchases of books and other materials for the Commission.

Public Comments

Doug Ward stated that many people are confused about the withdrawal of the water and sewer districts and there needs to be more information about it.

15. Adjourn

**A motion was made by Vice Chair Fleming and seconded by Commissioner Maggard 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 Linda Maggard</i>	<i>X</i>	

**Motion passed unanimously.**

15. Adjourn

Chair Thomas adjourned the meeting at 8:00 pm.

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Chair John Thomas

Attest:

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City Manager/Recorder Rick Allen