



CITY OF LA PINE, OREGON PLANNING COMMISSION

Wednesday, March 6, 2024 at 5:30 PM

La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Online access via Zoom: <https://us02web.zoom.us/j/83208287872>

MINUTES

CALL TO ORDER

Commission Vice Chair Myers called the meeting to order at 5:30 p.m.

ESTABLISH QUORUM

Commissioners

Commission Vice Chair Myers

Commissioner Hatfield

Commissioner Bauman

Present Via Zoom

Commissioner Poteet

Staff Members

Brent Bybee – Principal Planner

Rachel Vickers – Associate Planner

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

Commission Vice Chair Myers led the Pledge of Allegiance.

ADDED AGENDA ITEMS

None.

APPROVAL OF PRIOR MEETING MINUTES

- 02.07.24 Planning Commission Meeting Minutes

Commissioner Bauman made a motion to approve the minutes. *Commissioner Hatfield seconded the motion.* Motion passed unanimously.

PUBLIC HEARING

A. Open Public Hearing

Commission Vice Chair Myers opened the public hearing at 5:32 p.m.

B. Staff Report/Agenda Request

Associate Planner Vickers presented the staff report and the hearing procedure. Commission Vice Chair Myers asked the Commission if they had any conflict of interest, or bias. The Commission unanimously said no. Commission Vice Chair Myers asked the public if there were any challenges to the Commission’s lack of bias or conflict of interest. There were no challenges from the public. She asked the public if there were any procedural objections, there were no objections.

Associate Planner Vickers presented the staff report for the modification to the Approval B from land use file 03ZC-19. The modification is a right-of-way dedication for a roundabout at Huntington and Memorial. The modification is to reduce the diameter of the roundabout from 200 square feet to 175 square feet. She informed the Commission that the public hearing was adequately noticed through the Bend Bulletin, and staff has not received any public comments.

She read aloud the code provisions. She stated that the applicant provided an analysis for the reduction in the roundabout that was reviewed by the City’s engineer. He found it to be in compliance with Local and State code. Staff recommended that the Commission close the hearing and public record, commence deliberations, and recommend approval of 02MOD-23.

C. Open Public Testimony

Commission Vice Chair Myers opened for public testimony. There was no public testimony.

D. Close Testimony

Commission Vice Chair Myers closed the public testimony at 5:41 p.m.

There were no deliberations among the Planning Commission.

Commissioner Bauman moved to approve file 02MOD-23, with the conditions of approval included in the staff report. This action will modify the condition of approval B from land use file 03ZC-19. The proposed modification would reduce the required right of way dedication in relation to the roundabout’s diameter from 200 feet to 175 feet. *Commissioner Hatfield seconded the motion.* Motion passed unanimously.

CLOSE OF PUBLIC HEARING

Commissioner Bauman made a motion to close the public hearing. *Commissioner Hatfield seconded the motion.* Motion passed unanimously.

Commission Vice Chair Myers closed the public hearing at 5:43 p.m.

OLD BUSINESS

None.

NEW BUSINESS

1. Long Range Planning update (Discussion Only)

Principal Planner Bybee updated the Commission on long range planning. He gave an update on the La Pine 2045 project and said that the Steering Advisory Committee (SAC) and the Technical Advisory Committee (TAC) had their first meetings. He stated that there are in person meetings for both Committees scheduled in May. He also informed the Commission that the public summit that is also scheduled in May will be open for the community to join and participate in La Pine 2045.

He gave an update on 3J and how they have been reviewing the City's existing Comprehensive Plan documents and submitted a background summary.

He stated that 3J is assisting staff with the Transportation System Plan (TSP) grant application which is due at the beginning of April. If the City gets approved it will cover the cost for the TSP update. He clarified that the Comprehensive Plan Update and the TSP update are separate, but they will be processed simultaneously.

He stated that Community Planning Against Wildfire (CPAW) will present to at the next City Council meeting.

He answered a question from the Commission about the future dates for the Comprehensive Plan Update, he stated that there is not a set schedule for the SAC and TAC meetings, but he will update the Commission once the dates are finalized.

There was a question from the Commission about the CPAW assessment and if they will be walking around the City. He clarified that CPAW will conduct the audit by reviewing our City Code and give recommendations.

2. Administrative Land Use Application update (Discussion Only)

Associate Planner Vickers updated the Commission on the current Type I land use files. She stated that there has been an increase in sign permits, and mobile food unit applications. Legend Cider was recently approved for two mobile food units. Morson Street was also approved for two mobile food units.

City Recorder Metcalf answered a question from the Commission regarding business licenses. She clarified the process that is needed to be approved and how many departments are involved in the application process. She also stated that the City is currently performing an audit on current licenses so that the City's files are up to date.

Associate Planner Vickers informed the Commission that there are three lot line adjustment applications that are under review in the Evergreen neighborhood. This is for the preparation of the Water and Wastewater Expansion Project.

She gave an update on the type two land use files which include the Danco modification that will be presented to the City Council at their public hearing. She stated that there is a storage facility expansion in the industrial park. They have a zone change application by Gordy's Truck Stop. In addition, there are six active partition applications in the Cagle subdivision.

City Recorder Metcalf answered a question regarding the Water and Wastewater Expansion Project and informed the Commission that the project is scheduled to be completed this summer.

Associate Planner Vickers said that staff received an application for an eleven-unit mobile home park on Preble.

Lastly, she clarified about the code update information that was requested and stated it will be presented to the Commission in April.

She answered a question from the Commission about ADUs in the Cagle subdivision. She said that multifamily development is permitted, but any application will be reviewed in a site plan review.

OTHER MATTERS

None.

PUBLIC COMMENTS

None.

STAFF AND COMMITTEE COMMENTS


There were no comments from the Commission.

There were no comments from Staff.

ADJOURN

Commission Vice Chair Myers adjourned the meeting at 6:03 p.m.

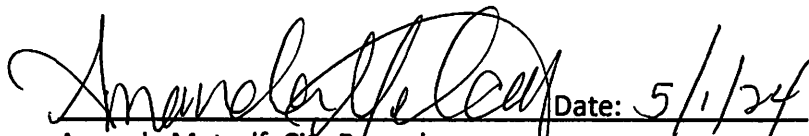
Pursuant to ORS 192.640: This notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the Planning Commission - Canceled to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend.



Teri Myers, Vice Chair

Date: 5/1/2024

ATTEST:



Amanda Metcalf, City Recorder

Date: 5/1/24