



**CITY OF LA PINE JOINT PLANNING COMMISSION
AND CITY COUNCIL MEETING MINUTES**
Wednesday, August 22, 2018
5:00 p.m. Planning Commission
Work Session immediately following Planning Commission
La Pine City Hall
16345 Sixth Street, La Pine, Oregon 97739

A. Planning Commission Meeting

1. Call to Order

Meeting called to order by Mayor Scott at 5:01 p.m.

2. Establish Quorum Joint Meeting

Council Present: Mayor Scott, Councilor Greiner, Councilor Briese, and Councilor Heaton; Planning Commission Members Present: Jane Gillette, Mary Hatfield, Russ Smith, and John Cameron. Advisory Committee Members Present: Ben Becker, Dwane Krumme, Gary Gordon, Karen Miller, Lisa Tavares, and Vicki Russell; Staff Present: City Manager Cory Misley, Public Works Manager Jake Obrist, Planning Manager Melissa Bethel, and Administrative Assistant Tracy Read; Others in Attendance: Cathy Corliss and Jamin Kimmell of Angelo Planning Group

Absent by Prior Arrangement: Councilor Martinez, Norm McClung

3. Pledge of Allegiance

Led by Cory Misley

6. Discussion on La Pine Land Use and Development Code Update Project

Cathy Corliss stated the goal is to have Draft 2 ready for review by the end of September. The following is a review of the project thus far: Jamin Kimmell reviewed the downtown overlay centered on Huntington with new design standards including storefront renovation, streets, and pedestrian friendly streets. He reviewed policy questions and the zoning map; there were no recommended changes to maximum density in Residential Single Family (RSF) Zone; alternate would be a lower density zone not included in this project.

Item 1 - Maximum density in the RSF zone:

Option 1 – Discussion regarding tiny homes, the Code allows for those. Concern was expressed whether services are adequate to support those additional units. This Option was approved by consensus.

Option 2 - Recommendation was reviewed. Septic is currently an obstacle for Cagle area.

Item 2 – Density in Commercial and Mixed-Use Zones. Approved by consensus

Item 3 – Short term rentals and how those should be regulated by Code. Limitations on B&B as interpreted would not be allowed. Code is determined by primary use and rental on a short term basis would be allowed. Approved by consensus.

Item 4 – Snow storage recommendation is to combine options 1 & 2.

Option 3 - A specification as to amount of area set aside was suggested and will be incorporated. Approved by consensus.

Item 5 – Current code is unclear. Criteria for primary use was discussed. Consensus was uncertain, it was suggested that draft 2 be written with Option 2 with the thought it could be amended if needed. Option 2 was approved.

Item 6 – Option 1 was approved by consensus.

Technical Issues

Item 7 – Recommendation was approved by consensus

Item 8 – Clarified that RV parks and campgrounds would be treated together, and residential separate.

Item 10 - Declined after discussion

Item 11 – Discussion that livestock is allowed, barbed wire should be allowed as well. Drop “existed prior to annexation.” Approved by consensus. Concern regarding electric fencing voltage was expressed. Cathy will research.

Item 12 – The hardship clause of the existing code was discussed. Melissa expressed concern with resources to support the clause (section 15.104.070, temporary manufactured dwelling). A discussion was had regarding shortening the length of time allowed and the requirement to hook up to city services. Recommendation to leave 15.104.070 and shorten to one year, following county’s hardship code. Approved by consensus.

Item 13 – will be addressed in CCWS. Approved by consensus.

4. Public Comments

None

6. Staff Comments

None

7. Council Comments

None

8. Planning Commission Comments

None

9. Adjourn Meeting

Mayor Scott moved to adjourn at 6:28 p.m.

B. Special Session – immediately following Work Session

1. Call to Order

Meeting called to order at 6:40 p.m.

2. Re-establish Quorum

Present: Mayor Scott, Councilor Briese, Councilor Martinez, Councilor Heaton, and Councilor Greiner.
Staff Present: City Manager Cory Misley, Public Works Manager Jake Obrist, Planning Manager Melissa Bethel and Administrative Assistant Tracy Read

3. Added Agenda Items

- a. PPT on 1st Street Lift Station.

4. Public Comments

Bernie Brader with La Pine Flyers asked about flying model airplanes in the pond at the sewage plant. No current ordinance. Jacob stated insurance and liability are concerns. Not opposed although would not always be available. Jake and Mr. Brader will discuss later.

5. Discussion on Employee Health Insurance Coverage

Cory phoned Rich Allm who elaborated on the additional information provided. The main difference with the City of La Pine and other cities is in dependent coverage cost as well as funded HSA accounts. Cory reviewed previous proposed changes. Mayor Scott expressed we need to be equal to other comparable entities. He suggested we follow Cory's recommendations of a cap from \$1200-\$1400. This money is budgeted for. The employee handbook is being updated and will encompass changes to this benefit. Cory will move forward with no objections from Council.

6. Discussion on Code Amendment for Mobile Food Units

Melissa elaborated on the draft. Recommendation was to keep them in the Industrial Park. Regulation re how far apart windows should be – Mayor Scott suggested 5 feet. Connie feels no restriction. Number of food trucks allowed on a lot is subject to regular site plan review. Cory stated a number of potential food units have been turned away due to no code regulating it. Consensus is to leave the plan the way it is written re how far apart windows. Item re signage recommendation was to allow A frame menu boards. Food trucks cannot be parked in a spot if it is a required parking spot. Melissa feels this does not need to be a requirement. Discussion was it should be left up to the property owner.

7. Discussion on City of La Pine Request for Quotes for Septic Pumping Services

Jake reviewed the pilot program and stated there is not time to keep up with pumping tanks. He suggested moving forward with the program specifically for residential shared tanks (probably 70 tanks this year). The expected cost is approximately \$30,000, which is budgeted for. Cory suggested this will be a good way to measure data for future needs.

8. Update on Safe Routes to Schools Grant Application

Cory outlined efforts thus far. Staff needs a Letter of Intent submitted by 8/31 if interested in applying for the grant. Match could be taken from other projects. Council directed staff to proceed.

9. Other Matters: This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.

a. PPT on 1st Street Lift Station.

Major Issues: cracked discharge line. Chose to make repairs inhouse. Outlined challenges. Explained the process and cost savings, expressed kudos to his staff. Council members expressed appreciation.

10. Public Comments

None

11. Staff Comments

Cory stated that we are hosting a small cities meeting on Sept 21st. He had lunch w/ Matt McCoy with COCC and discussed services they provide in La Pine. Dennis stated there may be space at the high school to use. Cory suggested forming an advisory group. Jake stated that Pahlisch is doing a good job and is good to work with. T&S is now on city water. Tracy stated that the Council laptops are in and waiting to be set up, there is a SCYP meeting next week, and also discussed LOC Conference coordination. There was a suggestion made to move September's work session due to the LOC Conference. Cory outlined staffing plans beginning Sept 4th.

12. Council Comments

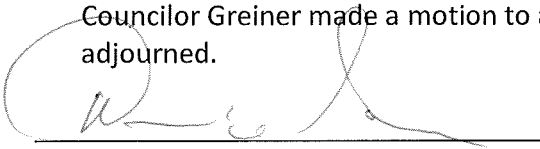
Councilor Greiner plans on attending the LOC Regional Meeting September 21st. This is a first meeting in a new area and he isn't sure what to expect, but they are usually 20-30 people. Councilor Martinez asked about the flagpoles. Cory has been in communication w/ Eric & Brian and discussed the change order quote of approximately \$17,000. Councilor Briese attended a COIC "meet the candidates" event last night. There are two very qualified candidates and a decision will be made at the September meeting.

13. Mayor's Comments

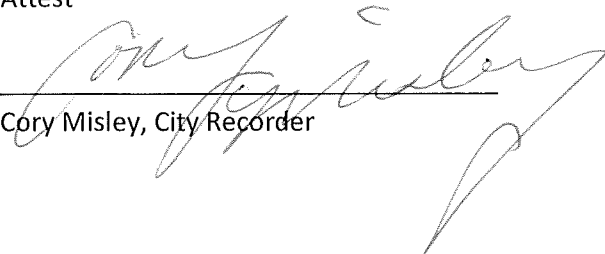
Mayor Scott stated that the affordable housing project is making great strides. The ODOT project seems to be moving along well, as well as Biomass. The City is doing a great job, good candidates and looking forward to elections.

14. Adjourn Meeting

Councilor Greiner made a motion to adjourn. Councilor Heaton seconded. NO objections. Meeting adjourned.


Dennis Scott, Mayor

Attest


Cory Misley, City Recorder