

LA PINE CITY PLANNING COMMISSION AGENDA

Wednesday April 17, 2013

6:00 PM

City Hall

16345 Sixth St, La Pine, Oregon 97739

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
6. Approval of Meeting Minutes
7. Land Use Format and Permit Processing Procedures
- Deborah McMahan
8. Other Matters
Only those matters properly added to this Agenda under line item No. 4
9. Planning Commissioner Comments
10. 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 Patti Morgan at (541) 536-1432.

LA PINE CITY PLANNING COMMISSION MINUTES

Wednesday April 17, 2013

6:00 PM

City Hall

16345 Sixth St, La Pine, Oregon 97739

1. Call to Order

Chair Ward called the meeting to order.

2. Establish Quorum

Roll Call

Chair Doug Ward

Commissioner Norman McClung

Commissioner Justin Vetanen - absent

Commission Gloria Fleming

Quorum Established

Chair Ward announced that Ginny Woodruff is no longer on the Planning Commission due to medical reasons. Deborah McMahon from DMC Consulting Inc., was also present.

3. Pledge of Allegiance

Commissioner Fleming 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.

Chair Ward said the need for a Vice-Chair should be added under added agenda items.

5. Public Comments

None

6. Approval of Meeting Minutes

A motion was made by Commissioner Fleming and seconded by Commissioner McClung to approve the Meeting Minutes.

Vote as follows:

AYE

NAY

Chair Doug Ward

X

Commissioner Norman McClung

X

Commissioner Gloria Fleming

X

Motion passed unanimously.

7. Land Use Format and Permit Processing Procedures
- Deborah McMahon

Deborah McMahon stated that the City could put the County on notice, give then a 30 day notice for the transfer of land use planning responsibilities. One thing that would need to be done is a fee resolution. She said forms would also be necessary in order to take over the planning duties. Ms. McMahon said that State Statutes mandate that an entity cannot charge fees in excess of the cost of service. She said that the City would need materials and processing applications and some extra time with the website designer in order to start doing planning duties. Ms. McMahon said that these costs for these responsibilities would need to be in a fiscal year budget. She said when applications come in there are two types. One is quasi-judicial, say a new restaurant is built, and the other kind is a legislative application which is more of a community thing like policy issues, etc. Quasi-judicial applications must be kept confidential while a legislative application is open to the public for information gathering.

Ms. McMahon said that she needs to make sure the program is set-up before the City can take over the land use duties. She said that in every application that is evaluated the most important goal is to have a factual basis that the criteria have been met. Ms. McMahon said that as soon as the TSP (Transportation System Plan) is completed there will have to be some legislative rezoning because now it can be shown that transportation has been evaluated for all the new zones. She said the sub division criteria is very lengthy. There was also a discussion on the mixed use overlay along Burgess Road. The overlay will allow the City to start developing services in that area.

A motion was made by Commissioner Fleming and seconded by Commissioner McClung that the Planning Commission respectfully recommends to the City Council that the Deschutes County IGA(Intergovernmental Agreement) for transfer of planning services from Deschutes County occur upon program task completion which includes a City fee schedule, a City website update, City form creation, City funding and 30 day notice to Deschutes County.

Vote as follows:

	<i>AYE</i>	<i>NAY</i>
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<i>Chair Doug Ward</i>	X	
<i>Commissioner Norman McClung</i>	X	
<i>Commissioner Gloria Fleming</i>	X	

Motion passed unanimously.

Deborah McMahon stated she would work with Interim City Manager Rick Allen regarding the transition. There was also a discussion on building programs and how expensive they are to do. She said that physically the City could not take on a building program as the City just does not have the money.

There was also a handout (that would be e-mailed to Commissioners) regarding the different type of planning projects. Ms. McMahon also said she would like the Commissioners to attend some planning seminars. There was also a discussion on code enforcement issues. Chair Ward mentioned several issues with the Cagle subdivision. Ms. McMahon discussed the wayside project to get RV drivers to stay over in La Pine and not drive on to Bend. There was also a discussion on the lack of emergency medical care services in La Pine.

8. Other Matters

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

Chair Ward stated that they need to elect for a Vice Chair position. Commissioner Gloria Fleming volunteered for the position.

A motion was made by Commissioner McClung and seconded by Commissioner Fleming to appoint Gloria Fleming to Vice Chair of the Planning Commission.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair Doug Ward</i>	<i>X</i>	
<i>Commissioner Norman McClung</i>	<i>X</i>	
<i>Commissioner Gloria Fleming</i>	<i>X</i>	

Motion passed unanimously.

Deborah McMahon stated that she would like the City of La Pine to adopt the City of Ashland's standards and specifications for public improvements. She said that Ashland has excellent standards and specs. Ms. McMahon said that they would need to address the snow load that occurs in La Pine and that Ashland does not have to deal with.

9. Planning Commissioner Comments

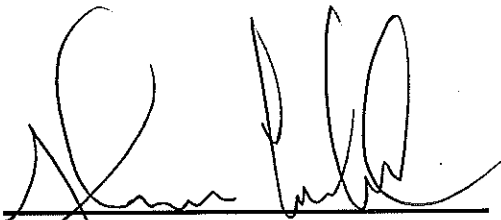
None

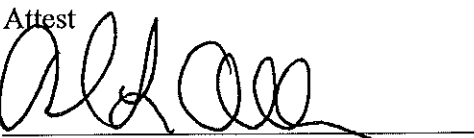
10. Adjourn

A motion was made by Commissioner McClung and seconded by Commissioner Fleming to adjourn the meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair Doug Ward</i>	<i>X</i>	
<i>Commissioner Norman McClung</i>	<i>X</i>	
<i>Commissioner Gloria Fleming</i>	<i>X</i>	

Motion passed unanimously.


Chair Doug Ward

Attest

Rick Allen, City Recorder