LA PINE CITY PLANNING COMMISSION AGENDA

Wednesday February 20, 2013
6:00 PM
City Hall
16345 Sixth St, La Pine, Oregon 97739

- 1. Call to Order
- 2. <u>Establish Quorum</u>
- 3. Pledge of Allegiance
- 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. <u>Approval of Meeting Minutes</u>
- 7. <u>Land Use Format and Permit Processing Procedures</u>
 <u>Deborah McMahon</u>
- 8. <u>Interview Gloria Fleming for Planning Commission Position</u>
- 9. <u>Discussion on County Issuing Permits Before the City has Reviewed</u>
 <u>Doug Ward</u>
- 10. Goals and Priorities for 2013
- 11. Other Matters
 Only those matters properly added to this Agenda under line item No. 4
- 12. 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 February 20, 2013
6:00 PM
City Hall
16345 Sixth St, La Pine, Oregon 97739

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1.	Call	to	Order

Chair Ward called the meeting to order.

2. <u>Establish Quorum</u>
Chair Doug Ward
Commissioner Norman McClung – absent by prior arrangement
Commissioner Ginny Woodruff
Commissioner Justin Vetanen
Quorum Established

3. Pledge of Allegiance

Commissioner Vetanen led the Pledge of Allegiance.

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. Public Comments

None

6. Approval of Meeting Minutes

A motion was made by Commissioner Woodruff and seconded by Commissioner Vetanen to approve the Meeting Minutes.

Vote as follows:

AYE

NAY

Chair Doug WardXCommissioner Justin VetanenXCommissioner Ginny WoodruffX

Motion passed unanimously.

7. <u>Land Use Format and Permit Processing Procedures</u> - Deborah McMahon

Due to an emergency, this item was tabled.

8. Interview Gloria Fleming for Planning Commission Position

Gloria Fleming discussed her experience of being on the Commission in the past.

A motion was made by Commissioner Woodruff and seconded by Commissioner Vetanen to approve the nomination of Gloria Fleming to the Planning Commission and ask the City Council for approval.

Vote as follows:

AYE

NAY

Chair Doug Ward

Commissioner Justin Vetanen

X

Commissioner Ginny Woodruff

Motion passed unanimously.

Discussion on County Issuing Permits Before the City has Reviewed
 Doug Ward

Gloria Fleming discussed a recent application for a coffee hut in La Pine and how that application was not approved by Deschutes County but the City was not involved in the process. Chair Ward said that the County should let the Planning Commission know that there is a permit application that is being considered. He also said that there is an amendment under consideration for the IGA (Intergovernmental Agreement) with the County. Councilor Woodruff said that the City's possible liability is also an important consideration in the planning process.

In response to a question, Councilor Martinez discussed the demolished motel off Hwy 97. He said that the materials cannot be removed (due to asbestos) until the DEQ is ready to proceed. Councilor Martinez said that the application to demolish the building should have come to the Planning Commission, first.

A motion was made by Commissioner Woodruff and seconded by Commissioner Vetanen that the Planning Commission is Requesting that the City Council ask the County's Planning Department to give information prior to them issuing a permit.

information prior to them issuing a permit.				
Vote as follows:	AYE	NAY		
Chair Doug Ward	\boldsymbol{X}			
Commissioner Justin Vetanen	\boldsymbol{X}			
Commissioner Ginny Woodruff	\boldsymbol{X}			
Motion passed unanimously.				

A motion was made by Commissioner Woodruff and seconded by Commissioner Vetanen that the City Council provide the Commission with the Planning IGA with the County to include the amendment.

Vote as follows:

AYE

NAY

Chair Doug Ward

Commissioner Justin Vetanen

X

Commissioner Ginny Woodruff

Motion passed unanimously.

10. Goals and Priorities for 2013

Commissioner Woodruff stated one goal would be to have the planning commission more involved with the County Planning Department for City of La Pine projects. Commissioner Vetanen stated he would like to see more involvement from the community and particularly the neighborhoods, with the work the Planning Commission is doing.

The Commission had consensus to send five priorities to the City Manager. There was also a discussion on the budget as it relates to the Planning Commission especially training for Commissioners. In addition, the hiring of a Code Enforcement Officer is taking longer than expected. Gloria Fleming stated that education will be a big part of the code enforcement process.

11. Other Matters

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

There was as discussion about the Town Hall meeting that will be held on March 20th. It will concern the Transportation Systems Plan (TSP) but members of the Planning Commission will be in attendance in lieu of their regularly scheduled meeting on March 20th. The Town Hall will be at the La Pine Community Center and start at 6:30 pm.

There was also a discussion of getting City e-mail addresses for some of the Commissioners. Staff will follow up on this request.

12. Adjourn

A motion was made by Commission meeting.	er Woodruff a	nd seconded by Commissioner Vetanen to adjourn the
Vote as follows:	AYE	NAY
Chair Doug Ward	X	
Commissioner Justin Vetanen	\boldsymbol{X}	
Commissioner Ginny Woodruff	\boldsymbol{X}	
Motion passed unanimously.		

Chair Ward adjourned the meeting at 6:39 pm.

Chair Doug Ward

Attest:

Low Martin, City Recorder/Finance Officer