

# LA PINE CITY PLANNING COMMISSION AGENDA

Wednesday December 18, 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. Interview of Candidates for Planning Commission Position
8. Nuisance Abatement Ordinance
9. Transition Update on City Assuming Planning Duties
10. Designation of Terms for Planning Commissioners
11. Other Matters  
Only those matters properly added to this Agenda under line item No. 4
12. Planning Commissioner Comments
13. 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 December 18, 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 stated that Justin Vetanen did not wish to renew his membership on the Planning Commission.

3. Pledge of Allegiance

Mayor Ken Mulenex led the Pledge of Allegiance. Also in attendance was Councilor Karen Ward and City Planner, Deborah McMahan.

4. Added Agenda Items

Any matters added to the agenda at this time will be discussed during the "Other Matters" portion of this Agenda.

11a) Discussion on extending expiring terms.

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. Interview of Candidates for Planning Commission Position

Don Greiner was interviewed for the open position on the Planning Commission. He gave a brief background on his relationship with La Pine. Mr. Greiner is a former City Councilor. Chair Ward stated that he has known Mr. Greiner and he is an honorable man.

Rolando Alonzo was interviewed for one of the two openings on the Planning Commission. He said he constructed the La Pine sign and also has been involved in various community projects. Mr. Alonzo said that he felt he could bring value to the Commission as a result of his work for Habitat for Humanity.

**A motion was made by Commissioner Fleming and seconded by Commissioner McClung to Approve Don Greiner to the Planning Commission.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
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<i>Chair Doug Ward</i>	<i>X</i>	
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<i>Commissioner Norman McClung</i>	<i>X</i>	
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<i>Commissioner Gloria Fleming</i>	<i>X</i>	
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**Motion passed unanimously.**

**A motion was made by Commissioner Fleming and seconded by Commissioner McClung to Approve Rolando Alonzo to the Planning Commission.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
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<i>Chair Doug Ward</i>	<i>X</i>	
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<i>Commissioner Norman McClung</i>	<i>X</i>	
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<i>Commissioner Gloria Fleming</i>	<i>X</i>	
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**Motion passed unanimously.**

Chair Ward stated that these two nominations will be put before the City Council for final approval.

8. Nuisance Abatement Ordinance

Deborah McMahan, City Planner, said she would be reviewing the Nuisance Abatement Ordinance that City Attorney Jeremy Green had developed. She said the program will be broader than before and easier to enforce. Ms. McMahan said that she was informed that the finalized version of the Ordinance could be presented to the City Council at their February meeting. She said she only saw one change and that was regarding violations. Ms. McMahan said she wanted the fees charged to be a real deterrent to violations. She said the fees would be between \$250 and \$500 per day. Ms. McMahan stated that prior to attaching the fines the City would be working with the property owner to resolve the violation. Interim City Manager Allen said that most of the complaints that are received at City Hall are for nuisance issues. He also said that they will be educating the public about the Ordinance, some type of an Open House after the Ordinance has been approved by the Council. Deborah McMahan said that they are recommending that the process for a violation start with the City Manager and end with the City Council so it can stay local.

9. Transition Update on City Assuming Planning Duties

Deborah McMahon stated that the City is taking over planning duties from Deschutes County on January 1, 2014. She said that the Planning Commission is responsible for managing the Ordinances and also land use permits that require review and approval. Ms. McMahon said not every planning related request will go through the Planning Commission due to expediency. Staff will be available to assist the public. Ms. McMahon said that a building permit will be signed off by the City and then it will go to the County. She said that the Planning Commission also serves in a legislative capacity when new text or improvements to Ordinances are required. Ms. McMahon stated that staff will prepare a report and the Planning Commission will make a decision based on the Ordinance. She said that exemptions will be documented and brought to the Planning Commission. Ms. McMahon said eventually the fees charged for tasks will support staff's time, etc. Mr. Allen said the City needs to educate the public as to their need to get a permit for something. He also mentioned that the Business License will become effective July 1, 2014. There was also a discussion on the Code of Ordinances that codifies all the Ordinances passed in the City of La Pine.

10. Designation of Terms for Planning Commissioners

The following terms were discussed for the Planning Commission:

Gloria Fleming's term is extended to 2014  
Norman McClung's term is extended to 2015  
Doug Ward's term is extended to 2014  
Vacant term is extended to 2014  
Justin Vetanen is extended to 2015 (He has decided not to be a member starting in 2014).

**A motion was made by Commissioner Fleming and seconded by Commissioner McClung to have Don Greiner fill the term that ends in 2015 and Rolando Alonzo fill the term that ends in 2014.**

<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.**

11. Other Matters

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

11a) Discussion on extending expiring terms.

**A motion was made by Commissioner Fleming and seconded by Commissioner McClung that the City Council Approve the Extension of Terms for Gloria Fleming, Norman McClung and Doug Ward.**

<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.**

12. Planning Commissioner Comments

Chair Ward stated he appreciated being kept up-to-date on planning issues through e-mails from Deborah McMahon.

Public Comments

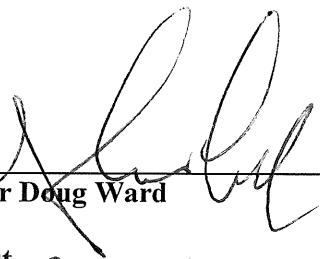
Kitty Shields, former Mayor, stated she was pleased to see that all positions on the Planning Commission will be filled. Mayor Mullenex said that the Commission has made a lot of progress.

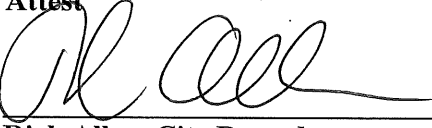
13. Adjourn

**A motion was made by Commissioner Fleming and seconded by Commissioner McClung 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.**

  
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Chair Doug Ward

Attest  
  
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Rick Allen, City Recorder