

LA PINE CITY PLANNING COMMISSION MEETING AGENDA

Regular Meeting

Wednesday, November 30, 2011 – 5:30 PM

16345 Sixth Street, La Pine, Oregon 97739

City Hall, Council Chambers

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 for Items not on the Agenda
6. Approval of Planning Commission Meeting Minutes
- October 19, 2011 Meeting Minutes
7. Historical Update
- Pat Kliewer
8. Review of Goals for 2011
- John Thomas
9. Elections for 2012
- John Thomas
10. Planning Commissioner Reports
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 to Patti Morgan at (541) 536-1432.

LA PINE CITY PLANNING COMMISSION MEETING MINUTES

Regular Meeting

Wednesday, November 30, 2011 – 5:30 PM

16345 Sixth Street, La Pine, Oregon 97739

City Hall, Council Chambers

1. Call to Order

Chair Thomas called the meeting to order at 5:30 pm.

2. Establish Quorum

Roll Call

Chair John Thomas

Commissioner Rene Schifano

Commissioner Doug Ward

Commissioner Norman McClung

Commissioner Justin Vetanen

Commissioner Linda Maggard

Quorum Established

3. Pledge of Allegiance

Commissioner Linda Maggard 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.

Deborah McMahon, DMC Consulting, stated she had an update from DLCD (Department of Land Conservation & Development) regarding the Comprehensive Plan remaining tasks.

5. Public Comments for Items not on the Agenda

None

6. Approval of Planning Commission Meeting Minutes

- October 19, 2011 Meeting Minutes

Chair Thomas stated that on item #8 there is an update on Little Deschutes Lodge. Chair Thomas asked Deborah McMahon if they could get a copy of the plat to review. She said it would be good for the Planning Commissioners to review the plat during daylight hours. Chair Thomas said they would table this item until the spring.

Chair Thomas said that on page 3, item #10, he questioned the statement regarding no committee chair can serve for more than two consecutive terms. He said he could not find any statement to that effect during his research on the subject. City Manager Allen said the minutes are correct because the minutes were a reflection of what was said. He said the Council voted, a couple of meetings ago, to have as a policy that all boards and committees that the city has will not allow the same chairperson to be the chair for more than two consecutive terms.

Chair Thomas said on page 4, “City Manager Allen stated that until the City Ordinances are operating....” He said instead of Ordinances operating it should say until the City has a Community Planning Department. He also said that on page 4,

third paragraph down, he would like to replace the matching funds comment and say instead, "He said he would like to see in next year's fiscal budget, matching funds to beautify the city."

A motion was made by Commissioner Ward and seconded by Commissioner Maggard to approve the Minutes as corrected from October 19, 2011.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Commissioner Rene Schifano</i>	<i>X</i>	
<i>Commissioner Doug Ward</i>	<i>X</i>	
<i>Commissioner Norman McClung</i>	<i>X</i>	
<i>Commissioner Justin Vetanen</i>	<i>X</i>	

Motion passed unanimously.

7. Historical Update
- Pat Kliewer

Pat Kliewer, from Kliewer Engineering, stated that most of the discussion will center on the Comprehensive Plan. She said that economic development, land use and historic preservation all go together. Ms. Kliewer stated that one of the cornerstones of planning in Oregon is transparency. She said the first goal is citizen involvement. Ms. Kliewer said that this is very important to make most people happy. She said the second goal is natural resources and open space. Ms. Kliewer stated that every city has their unique Comprehensive Plan that goes with the state wide goals.

Ms. Kliewer stated the next goal is regulations. She said the Planning Commission needs to anticipate the public's questions. Then, she said, they have to determine who will administer the code. Under Oregon revised statutes the state legislature said all historic preservation shall be based on the Secretary of Interior standards and guidelines for rehabilitation. She said she uses these guidelines every day. Ms. Kliewer then reviewed Albany's historic code with the planning commission. She said landmark commissions are almost identical to planning commissions. Ms. Kliewer said whatever they decide will effect a property and if the owner of the property disagrees with the decision they can appeal it to the City Council. She said currently La Pine has only two official historic buildings so there really is not a lot of work needed until that changes.

Ms. Kliewer stated in Oregon each jurisdiction has to inventory every structure of a certain age every five years. She said that in La Pine they did an inventory of every building forty years old or more. (No one can designate a historical landmark without the owner's permission.) Ms. Kliewer stated that the code only applies to properties on the National Registry of historical landmarks. She said there are a lot of financial incentives with the National Registry compared to just local registry recognition. Ms. Kliewer said currently no properties in La Pine are on the National Registry. She also said that historical preservation should be incorporated into land use and economic development. In response to a question from Councilor Ward, Ms. Kliewer stated that some older buildings have been moved to their present location. She said that the integrity of the building on the outside is what is looked at, not the interior which may have been remodeled.

Ms. Kliewer stated that once the property has been put on the National Registry or the local landmark registry it is very difficult to be removed from these registries even when the property is sold. If an owner wants their property on a registry it becomes a quasi-judicial decision and would apply city wide and not to just one property. Ms. Kliewer stated that she hopes to have all the historical codes completed sometime in December. She said managing a historical district would be in the codes. Ms. Kliewer said a homeowner needs to know what regulations exist for their property by using the codes.

Chair Thomas stated that historical preservation is very important. He said La Pine has a very rich history about the people and their lives. Chair Thomas stated that as a local government they can establish the codes and that is very exciting.

8. Review of Goals for 2011
- John Thomas

Chair Thomas stated that in 2011 they finalized the Comprehensive Plan. He said there were only a few outstanding goals from DLCD for the Comprehensive Plan. He said they discussed transportation issues but the transportation committee was absorbed into the public works committee. Chair Thomas said the planning commission did a lot of ground work. He also said the planning commission worked on the Biogreen issue. Chair Thomas said he does not think there were any goals that were not accomplished.

Linda Maggard thanked the job that Chair Thomas and Deborah McMahon and James Lewis had done over the past year. Ms. McMahon stated that you need to separate out tasks from goals. She said a goal for the planning commission would be made aware of every facet of the land use planning process. Ms. McMahon said a task would be like adding a historic chapter.

In response to a question from Councilor Ward, City Manager Allen stated that he was not sure where Biogreen was at in their process, currently. He said they did need to get buyers for their power before they could proceed.

Chair Thomas welcomed the two new planning commissioners, Norman McClung and Justin Vetanen.

9. Elections for 2012
- John Thomas

This item was tabled for the January 2012 meeting when elections will be held.

10. Planning Commissioner Reports

None

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

11a) Update on DLCD (Department of Land Conservation & Development).

Deborah McMahon from DMC Consulting Inc., gave an update on the list of items that DLCD had come up with after reviewing the city's Comprehensive Plan. She said the areas were housing, buildable lands inventory, goal five and do more to justify the size of the Urban Growth Boundary (UGB). Ms. McMahon said this work was not completed by October 31st and she has reported to DLCD that she needs more time. She said the planning commission will review the changes, there will be a Hearing and then they will submit them to the Council and eventually to DLCD.

A motion was made by Commissioner Ward and seconded by Commissioner Maggard to cancel the December 21st meeting in lieu of an e-mail report that will be done by Pat Kliever and Deborah McMahon, on updating on the historical landmarks commission work.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Commissioner Rene Schifano</i>	<i>X</i>	
<i>Commissioner Doug Ward</i>	<i>X</i>	
<i>Commissioner Norman McClung</i>	<i>X</i>	
<i>Commissioner Justin Vetanen</i>	<i>X</i>	

Motion passed unanimously.

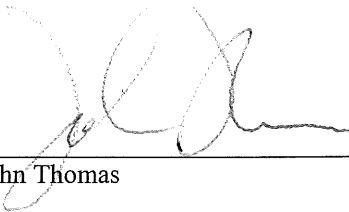
12. Adjourn

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

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Commissioner Rene Schifano</i>	<i>X</i>	
<i>Commissioner Doug Ward</i>	<i>X</i>	
<i>Commissioner Norman McClung</i>	<i>X</i>	
<i>Commissioner Justin Vetanen</i>	<i>X</i>	

Motion passed unanimously.

Chair Thomas adjourned the meeting until the next meeting scheduled for January 18, 2012.



Chair John Thomas

Attest



City Recorder Lori Martin