

LA PINE CITY PLANNING COMMISSION MEETING MINUTES

Wednesday, May 18, 2011 - 5:00 PM
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order

Chair Thomas called the meeting to order at 5:03 pm.

2. Establish Quorum
Roll Call

Present Were:

- Chair John Thomas
- Vice Chair Gloria Fleming
- Cmsr. Rene Schifano
- Cmsr. Doug Ward
- Cmsr. Linda Maggard – arrived at 5:45 pm

Quorum Established

3. Pledge of Allegiance

Chair Thomas 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.

- Commissioners new Planning Commission materials
- Flea Market

5. Public Comments for Items not on the Agenda

None

6. Approval of Planning Commission Meeting Minutes

- April 20, 2011 Meeting Minutes

A motion was made by Vice Chair Fleming and seconded by Commissioner Schifano to approve the meeting minutes

Vote as follows:

	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Vice Chair Gloria Fleming</i>	<i>X</i>	
<i>Commissioner Rene Schifano</i>	<i>X</i>	
<i>Commissioner Doug Ward</i>	<i>X</i>	

Motion passed unanimously.

7. Update on Comprehensive Plan and Zoning Ordinance

Deborah McMahon, DMC Consulting Inc.
James Lewis, Foreterra LLC

Deborah McMahon stated that on May 12th they received the formal partial acknowledgement order and the compliance schedule. She said under Goal 5 they asked the City to include policies and programs that commit the City to complete a local wetland inventory for areas along the Little Deschutes River. Ms. McMahon said that has been done already. She said policies and programs to protect significant riparian corridors and wetlands as well as the wetland and riparian habitat had been completed.

Ms. McMahon stated that DLCD also referenced protecting La Pine's historical and cultural resources. She said that information is approximately two full boxes that they will scan and send over to them.

Deborah McMahon stated that under Goal 7 DLCD wanted policies and procedures to protect people from wild fires. She said they had it in the Plan it just needs to go into a different section of it. Ms. McMahon said Goal 10 is they want to get an update on the current housing mix based on building data. Deborah McMahon stated they want to know the total number of needed housing units, the number of needed housing types, and include the data calculations and analysis for each. She said the local DLCD (Department of Land Conservation and Development) representative wants to have a quick reference chart.

Ms. McMahon stated that DLCD wanted an estimate of the financial capability of future residents and demonstrate how that capability is tied to the City's projected housing mix, the projected overall average density and the projected density for each residential zone. Ms. McMahon stated they want to have provided calculations for the total residential and non residential land needed including a sub total of the land needed for dwelling units alone.

Ms. McMahon said the next item was to add implementing land use and development ordinances and a zoning map to designate City lands for specific uses and residential housing types. She said they will do another map to comply with this requirement. Ms. McMahon provided findings for the City of La Pine lands that were not contained within the La Pine urban community prior to City incorporation. She said this has to do with the size of the UGB (Urban Growth Boundary).

Ms. McMahon stated, under Goal 14, DLCL has asked to include in the La Pine Comprehensive Plan adequate data findings and conclusions to sustain La Pine's 20 year forecast. If the 20 year adopted population requires less land than is currently included in the UGB the City must remove land from the UGB and create an urban reserve area. She said the City is not interested in making any changes to the current UGB. Ms. McMahon stated that the local DLCD representatives will assist with preventing changes to the UGB.

00:24:00

Deborah McMahon stated DLCD wanted the City to determine the land needed for transportation facilities for the 20 year plan based on La Pine's buildable lands inventory. She said they also wanted included policies committing the City to update this inventory as needed once the TSP (Transportation System Plan) is adopted.

Ms. McMahon stated that if there is some new or change of use on a parcel different from the zoning ordinance (and Comprehensive Plan) there is a process that would require a permit to be applied for and the City to determine if the use is appropriate in that area. She said there would be an application process so the applicant would have to show that there is adequate parking, signage, etc., and all of these things need to occur.

City Manager Allen stated he would contact Tom Anderson to discuss if the flea market off Hwy. 97 has a permit or not. Chair Thomas said that it looks terrible.

8. Review of 2010-2011 Budget and Discussion of 2011-2012 Budget

Deborah McMahan said the budget was passed but she is not sure how much money was put in the budget for the Planning Commission. Mayor Mullenex stated he thinks there was \$4,000 for Planning Commission training and materials under community development. He also said that there was money put in for a part time enforcement officer.

00:43:09

9. Planning Commissioner Reports and Staff Update to include new Commissioners

Chair Thomas stated that he gave a brief report at the last City Council meeting.

10. Other Matters

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

The consensus of the Planning Commission was that the flea market off Hwy 97 is unacceptable as it is presently set up. Chair Thomas said the Commission had consensus to encourage any support they can get from the Deschutes County Community Development. City Manager Allen stated that they put in the next year's fiscal budget \$10,000 for hiring a code enforcement officer. He said the flea market probably is not up to code and has no permit. City Manager Allen said he would talk with the owner about the issue.

Deborah McMahan stated that the new Commissioners need to be signed up for APA (American Planning Association) membership so they can receive the magazine and other information from APA

11. Adjourn

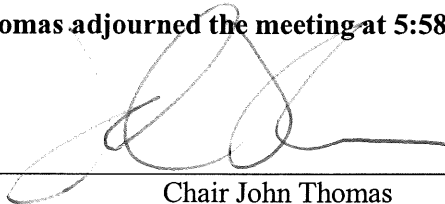
A motion was made by Rene Schifano and seconded by Commissioner Linda Maggard to adjourn the meeting.

Vote as follows:

	<i>AYE</i>	<i>NAY</i>
<i>Chair John Thomas</i>	<i>X</i>	
<i>Vice Chair Gloria Fleming</i>	<i>X</i>	
<i>Commissioner Rene Schifano</i>	<i>X</i>	
<i>Commissioner Doug Ward</i>	<i>X</i>	
<i>Commissioner Linda Maggard</i>	<i>X</i>	

Motion passed unanimously.

Chair Thomas adjourned the meeting at 5:58 pm.



Chair John Thomas

Attest:



City Manager/Recorder Rick Allen