

LA PINE CITY PLANNING COMMISSION SPECIAL WORKSHOP AGENDA

Wednesday September 22, 2010 - 3:00 PM

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

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 September 15, 2010 Meeting Minutes
7. Review of Proposed Zoning Ordinances
 - Deborah McMahon, DMC Consulting Inc.
 - James Lewis, Foreterra LLC
8. Planning Commissioner Reports and Staff Update
9. Other Matters
Only those matters properly added to this Agenda under line item No. 4
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 to Luana K. Damerval at (541) 536-1432.

LA PINE CITY PLANNING COMMISSION SPECIAL WORKSHOP MINUTES

Wednesday September 22, 2010 - 3:00 PM

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

1. Call to Order

Cmsr Classen called the meeting to order at 3:02 pm.

2. Establish Quorum

Commissioners Maggard and Classen were the only Commissioners in attendance so there was no quorum. Commissioners Davis, Vice Chair Fleming and Chair Thomas were absent by prior arrangement. Councilor Don Greiner was also present along with Deborah McMahan and James Lewis.

3. Pledge of Allegiance

Cmsr Classen 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.

None

5. Public Comments for Items not on the Agenda

None

6. Approval of Planning Commission September 15, 2010 Meeting Minutes

There was no quorum so the September 15, 2010 Meeting Minutes have been moved for approval to the October 20th Planning Commission Meeting.

00:02:00

7. Review of Proposed Zoning Ordinances

- Deborah McMahan, DMC Consulting Inc.
- James Lewis, Foreterra LLC

Deborah McMahan discussed the need for a 45 day notice to DLCD (Dept of Land Conservation and Development) and for the first Public Hearing on the draft zoning ordinances to now be scheduled for November 17th.

Ms. McMahan talked about thrift stores needing some kind of a licensing because they could be selling stolen property. However, she advised minimal requirements for this type of business. James Lewis said that they will be looking more at the land use requirement, how a particular business fits on a property.

Deborah McMahon stated that non conforming use (something that is no longer permitted) would define how a use can continue as long as it does not create a greater intensity by expanding for example. She also talked about creating some exceptions for established properties that have been damaged by fire, etc., and need to be rebuilt.

Ms. McMahon stated that sometimes a permit has to be revoked, for example if a survey was done incorrectly. Also, she said make sure there is no occupancy permit provided until sidewalks, landscaping, etc., has actually been completed. She said any new information on an amended permit needs to be provided to the public.

00:23:45

Public Comment

Mr. Fred Crouch, area resident, asked if a part of his restaurant (operating out of the Veterans of Foreign Wars building) that is established but not completed, would it be affected when these ordinances go into effect. He asked if they need to complete landscaping, sidewalks, etc. Deborah McMahon stated that the new rules would not apply to the existing restaurant, only to new restaurants.

Land Division Codes

00:30:50

James Lewis discussed a tentative plan. He said it is the reference to the initial design submitted for review of how the property is going to be divided. The drawings submitted by the developer must meet all requirements. He said parcels/lots are divided from a partition into no more than three separate lots. Mr. Lewis said a subdivision is when you create four or more lots/parcels. The Planning Commission, after receipt of the plan, goes through a checklist to ensure the plan submitted meets all the criteria. There must be an approved tentative plan for adequate water, drainage and design. Mr. Lewis said you do not have separate plats on a property until the Master Plan has been fully approved.

00:44:00

Mr. Lewis said a PUD (Planned Unit Development) is essentially a subdivision that allows flexibility and different standards than standard City subdivisions, such as allowing smaller lots sizes but having more open spaces. He said an open space can consist of a variety of things including a golf course. In a subdivision that is like a gated community, the homeowners would own the streets and pay for their upkeep via association dues.

Deborah McMahon stated that when, in the Comprehensive Plan, they needed more open space in the City, as a trade off they decided to allow some mixed use along Burgess Road where the density could be gained back. James Lewis stated that a major partition is when you are not dividing the property into more than three plots. He said a series partition is when you divide a parcel and then come back and re-divide the property again. James Lewis said the series partition is usually not a good thing to allow because it allows a developer to make a subdivision and not have to go through as many requirements for approval.

00:59:33

Deborah McMahon advised avoiding piecemeal development so you do not have things that do not fit with the urban theme such as a subdivision that does not have access to adequate water and sewer. She said this ordinance would take care of those types of problems from occurring.

James Lewis stated by Oregon law, the City could have up to a maximum of 120 days to review plans. He recommended that the City set a good reasonable time. He recommended having a frontage over an easement because it causes fewer problems later on.

01:11:19

James Lewis discussed boundary line adjustments where you start with two pieces of property and end with two pieces of property. He said you would not create a new lot but just adjust a boundary. Mr. Lewis reviewed the steps that were involved with that process. He said the design standards are where the rubber meets the road, like having to provide for future streets. Mr. Lewis then described the various classifications of roads such as minor arterials being 48 feet in road

width, collectors being 40-50 road width feet, etc. Deborah McMahon stated that not having curbs with the snow that La Pine gets may be a good idea. She said with a single family subdivision, which is the norm for La Pine, people are suppose to park in the driveway or the garage and not off street but there will also be variety in the neighborhoods. James Lewis stated that the City could do their own traffic control signs once the speed zones are designated. He said if you want to make the speed limit less than what it normally is, you could do that through the municipal code. Mr. Lewis discussed various methods, like the planting of trees in a planter strip, to get vehicles to slow down. He said the curb issue and the drain issue have to be reviewed more in La Pine because of the climate.

01:45:30

James Lewis stated that before a builder can start building in a subdivision, the developer needs to build the entire infrastructure first. However, there is a provision where a developer can post a bond with the City equivalent to the money to provide the water, sewer and streets so they can start selling lots before the entire infrastructure has been completed. Mr. Lewis also said that the maintenance surety bond is a warranty from the developer that if any infrastructure they build fails within one year they have to fix it.

01:48:58

SDC Mitigation

Deborah McMahon said that the basic theory of System Development Charges (SDC's) is that if you have an impact on the community's system, such as taking capacity away from the street system the developer needs to pay for that so the city has a source of revenue to keep capacity at good standards. If the developer produces more than just what benefits his subdivision then they are entitled to a rebate. The amount of the impact fee is what the City determines, based on facts, and then prepares an ordinance to accommodate that SDC.

Ms. McMahon stated that the City will collect an SDC and it will give people the option of paying for it themselves or use bonding if necessary. The City can decide to not charge an SDC for schools or State and federal buildings, etc. Deborah McMahon stated that SDC's are not all that complicated, the City can hire someone to develop the SDC methodology and then implement them. She said you want to address public health and safety first and design streets for pedestrians, first.

8. Planning Commissioner Reports and Staff Update

None

9. Other Matters

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

None

10. Adjourn

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

Vote as follows:

AYE

NAY

Commissioner Virginia Classen

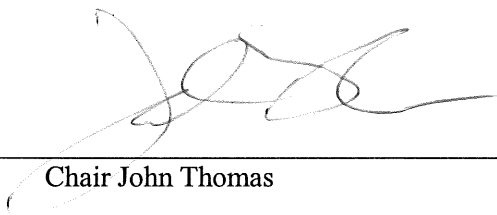
X

Commissioner Maggard

X

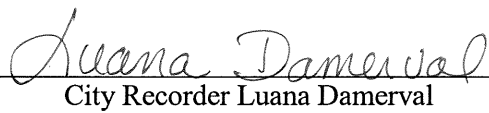
Motion passed unanimously.

Cmsr Classen adjourned the meeting at 5:15 pm.



Chair John Thomas

Attest:



City Recorder Luana Damerval