

★
Revised
9-1-10

LA PINE PLANNING COMMISSION MEETING AGENDA

Wednesday, August 18, 2010 - 4:00 p.m.
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" of this Agenda or such other time selected by the Planning Commission.
5. Approval of Minutes
July 21, 2010 – Planning Commission Work Session Minutes
6. Biogreen Update
- Deborah McMahon, DMC Consulting Inc.
7. Review of Permits
- Deborah McMahon, DMC Consulting Inc.
8. Update on Draft Ordinances and Process
- Deborah McMahon, DMC Consulting Inc.
9. Planning Commissioner Reports and Staff Update
10. Other Matters
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
11. Public Comments for Items not on the Agenda
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 Luana K. Damerval at (541) 536-1432.

LA PINE PLANNING COMMISSION MEETING MINUTES

Wednesday, August 18, 2010 - 4:00 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order

Chair John Thomas called the meeting to order at 4:01 pm.

2. Establish Quorum

Roll Call

Present Were:

Chair John Thomas
Vice Chair Gloria Fleming
Cmsr. Virginia Classen
Cmsr. Linda Maggard

Absent Were:

Cmsr. Dennis Davis by prior arrangement

Also in attendance was Councilor Greiner. City Manager Allen joined the meeting at approximately 5 pm. James Lewis from Forterra LLC., and Deborah McMahon, DMC Consulting were also present.

3. Pledge of Allegiance

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" of this Agenda or such other time selected by the Planning Commission.

10a) Oregon American Planning Conference Discussion

5. Approval of Minutes

July 21, 2010 – Planning Commission Work Session Minutes

One addition was made to note that Councilor Greiner was in attendance at that meeting.

A motion was made by Vice Chair Fleming and seconded by Commissioner Classen to Approve the Minutes with one addition as noted.

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 Virginia Classen</i>	<i>X</i>	
<i>Commissioner Maggard</i>	<i>X</i>	

Motion passed unanimously.

00:04:50

6. Biogreen Update

- Deborah McMahon, DMC Consulting Inc.

Deborah McMahon talked about the Findings and Decisions from Deschutes County regarding the application by Biogreen to split the original parcel into two parcels. She said the document is a good example of a staff report and final decision. Ms. McMahon said La Pine may be able to reduce their Findings and Decisions report by using a checklist with conclusions at the end. James Lewis stated that when the Commission gets into the development part of it, the Findings and Decisions reports will grow, significantly in size. Ms. McMahon said they will have to discuss things like risk management because the City will only need a half time Planner, initially.

Vice Chair Fleming updated the Commission on the August 12th Biogreen Meeting held at the Senior Center. She said a group that had concerns about the potential noise from Biogreen was informed that it will not be a chipping operation. Vice Chair Fleming said that Biogreen stated they are still looking for a buyer for the energy they will produce. They also said that a nursery or a brewery might be possible businesses that could be located next door in order to use the hot water or steam the plant would product. She also stated that Ken Kendall, Budget Officer, was at the meeting and expressed serious concerns that he would not be able to see Pauline Peak once the construction was done for Biogreen. Councilor Greiner said he visited Mr. Kendall's home and did not see that there was currently a view of Paulina Peak available from the house unless someone stood on the front lawn.

00:17:32

7. Review of Permits

- Deborah McMahon, DMC Consulting Inc.

Ms. McMahon reviewed, with the Commissioners, the various permits inside the City limits which had come into the County for approval.

00:23:55

8. Update on Draft Ordinances and Process

- Deborah McMahon, DMC Consulting Inc.

Deborah McMahon stated that the Technical Advisory Committee (TAC) will review the ordinances along with the Planning Commission. James Lewis said that the land use procedure codes are the rules by which all planning is done in the State of Oregon. He said the code spells out everything that is needed to approve a permit, depending on the land use application. Some of the items will not apply to La Pine since the planning process is not fully developed and probably will not be for some time. Deborah McMahon said that this code prepares the City Planner for the worst case scenario.

Deborah McMahon mentioned that developers will complain about lag time during the application process and that the City should be prudent in pumping out their decisions as soon as possible. James Lewis said the Hearings body will consist of the Planning Commissioners and the City Council. It was also stated that all appeals will come before the City Council.

Ms. McMahon stated that one of the discussion topics when the Commission meets with TAC would be how to streamline the process for La Pine's needs. City Manager Allen said that the Commission will have a lot of say on how they want their sign and lighting codes. Deborah

9/1/10

McMahon strongly recommended that the Commission not regulate flags. She said she always recommends this to and of the cities she does planning work.

01:07:46

Sign Codes

Deborah McMahon said that none of the grants start from scratch. She said that time, place and manner are the most important things to take into consideration when regulating signs. Ms. McMahon also said there is a need to have a lot of definitions in the codes.

Deborah McMahon said there are two major groupings for the codes, commercial and industrial sign districts. She strongly recommended kiosk boards in the City for several reasons. Ms. McMahon said they provide signage for the travelling public and have a look that is more conducive to a small city. She said they would also create places for the public to pull off the road and gather information about the community.

City Manager Allen said that sign codes can become a real nightmare for a City and that the Commission will want public hearings to get community input when making their recommendations. He also advised not planning to enforce the new sign ordinance for at least one year.

Deborah McMahon stated that after the sign and zoning ordinances are completed they will start on the design codes which will help things look better. She said it will be crucial for the community to be in agreement with these decisions.

01:54:20

Outdoor Lighting

Deborah McMahon recommended prohibiting big spot lights and search lights within the City limits. She said in order to protect the night sky they will have to measure the light source by using an illumination meter. Ms. McMahon recommended having a very limited policy on outdoor lighting for La Pine. She also said they want the Chamber of Commerce working with the Commission on the various ordinances in order to have open communication and to prevent misunderstandings with the business community.

City Manager Allen said that the Council will need to allocate monies from the general fund to pay for planning services, staff, etc. He also announced that the newly created Public Works Committee has absorbed the La Pine Transportation Advisory Committee (TAC). City Manager Allen proposed keeping the La Pine Utilities Committee as it currently exists for the short term to do work on the withdrawal of the water and sewer districts until the absorption has progressed. At that time all will fall under the Public Works Committee.

It was also announced that Nick Lelack, from the Deschutes County Planning Department will be meeting with the City Council on August 25th to get their recommendation to do an administrative review of the text amendment for Biogreen. It was mentioned that Deborah McMahon and James Lewis will be meeting with the Water and Sewer Districts regarding information they need for their zoning grant work.

9. Planning Commissioner Reports and Staff Update

None

10. Other Matters

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.

10a) Oregon American Planning Conference Discussion

Deborah McMahon said that the Commissioners will be shortly notified (via mail or e-mail) by the American Planning Association about the Oregon conference held around the end of September. She strongly recommended Commissioners plan to attend the conference if they are able to do so.

11. Public Comments for Items not on the Agenda

None

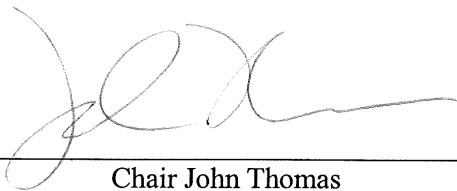
12. Adjourn

A motion was made by Commissioner Classen and seconded by Vice Chair Fleming to Adjourn the Meeting.

<i>Vote as follows:</i>	<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 Virginia Classen</i>	<i>X</i>	
<i>Commissioner Maggard</i>	<i>X</i>	

Motion passed unanimously.

Chair Thomas adjourned the meeting at 7:02 pm.



Chair John Thomas

Attest:



City Recorder Luana Damerval