



**CITY OF LA PINE, OREGON
PLANNING COMMISSION**

Wednesday, January 21, 2026, at 5:30 PM

La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Online access via Zoom: <https://us02web.zoom.us/j/81959877918>

MINUTES

CALL TO ORDER

Chair Myers called the meeting to order at 5:30 p.m.

ESTABLISH QUORUM

Commission

Chair Myers

Vice Chair Poteet

Commissioner Hatfield

Commissioner Bauman

Commissioner Accinelli

Staff

Brent Bybee – Community Development Director

Ashley Ivans – Finance Director

Nick Tierney – Associate Planner

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

Commissioner Bauman led the Pledge of Allegiance.

ELECTIONS

1. Election of Chair

Vice Chair Poteet made a motion to re-elect Teri Myers as Chair of the Planning Commission.

Commissioner Hatfield seconded the motion. Chair Myers asked for a roll call vote:

Commissioner Accinelli – Aye

Commissioner Hatfield – Aye

Vice Chair Poteet – Aye

Commissioner Bauman – Aye

Chair Myers – Aye

Motion passed unanimously.

2. Election of Vice Chair

Commissioner Hatfield made a motion to re-elect Jeff Poteet as Vice Chair of the Planning Commission. *Commissioner Bauman seconded the motion.* Chair Myers asked for a roll call vote:

Commissioner Accinelli – Aye

Commissioner Hatfield – Aye

Commissioner Bauman – Aye

Chair Myers – Aye

Vice Chair Poteet – Aye

Motion passed unanimously.

ADDED AGENDA ITEMS

There were no added agenda items.

CONSENT AGENDA

1. 11.19.2025 Planning Commission Meeting Minutes
2. Public Hearing Sign-in Sheet

Commissioner Accinelli made a motion to approve the consent agenda. *Commissioner Hatfield seconded the motion.* Chair Myers asked for a roll call vote:

Commissioner Accinelli – Aye

Commissioner Hatfield – Aye

Vice Chair Poteet – Aye

Commissioner Bauman – Aye

Chair Myers – Aye

Motion passed unanimously.

PUBLIC HEARING

1. TA-25-0002
 - a. Open Public Hearing

Chair Myers explained the hearing procedure. Chair Myers asked the Commission if they had any conflict of interest, or bias. The Commission unanimously said no. Chair Myers asked the public if there were any challenges to the Commission’s lack of bias or conflict of interest. There were no challenges from the public. She explained the public hearing procedures and asked the public if there were any procedural objections, there were no objections.

Chair Myers opened the public hearing at 5:40 p.m.

b. Application Documents

Community Development Director Bybee presented the staff report for the public hearing regarding the proposed development code amendments. He stated that the City Council had remanded the recommended TA-25-0002 from the previous Planning Commission hearing, which had removed short term rentals and their 500-foot buffer requirement from the text amendment. He reviewed the discussion and actions that had taken place during the City Council meeting.

Director Bybee presented the staff report regarding the proposed text amendment to Chapter 15.14 of the La Pine Development Code related to short-term rentals. He also read the submitted written comment by Vice Chair Poteet. Staff recommended that the Planning Commission forward a recommendation for approval of the proposed code amendments to the City Council.

Director Bybee responded to questions from the Commission and explained that the Planning Commission had previously approved T-25-0002 with the exclusion of short-term rentals and had not supported reducing the required buffer from 500 feet to 250 feet. He clarified that trailers were not permitted as short term rental units unless they had been approved by the Deschutes County Building Department.

The Commission engaged in discussion regarding parking requirements and whether a distinction should be made between single-family dwellings and short-term rentals. Director Bybee stated that short term rentals were subject to the same standard of one parking space per dwelling unit. The Commission also discussed the potential creation of a short-term rental permit process outside of a land use application, which could include additional parking requirements. Commissioners inquired whether staff had conducted an analysis comparing the number of potential short-term rentals permitted under a 500-foot buffer versus a 250-foot buffer. Staff stated that no such analysis had been completed and noted that while homeowners' associations may impose their own restrictions on short term rentals, the City did not regulate HOA rules or guidelines.

c. Public Testimony

Chair Myers opened public testimony at 5:57 p.m.

Chair Myers called for parties with Neutral testimony.

Garrett Little, a resident of Sitka Street, provided neutral testimony and stated that he had a suggestion regarding Part 3, Article 5, Subsection 15.90.80(B), specifically the requirements for traffic analysis under Subsection B. He explained that the provision did not reference an objective threshold, written findings, or adopted standards, and he suggested that it either be removed or reworded. He stated that clarifying the language would benefit the Commission.

He noted that Subsection 15.90.80(B)(7) was the only traffic impact trigger not tied to an objective metric or documented findings. He stated that adding objective guardrails would help ensure the provision was applied consistently and would prevent unnecessary traffic studies.

Director Bybee explained the purpose of traffic analysis and stated that staff was in the process of cleaning up the traffic analysis section of the code. He noted that any revisions would require coordination with legal counsel and a traffic engineer prior to making changes. He also informed Mr. Little that he had the option to apply for a Text Amendment if he wished to formally propose changes.

Commissioner Accinelli requested clarification regarding Mr. Little's testimony. Director Bybee responded that the concern was that the code language was not clear or objective in how it was applied to development applications. He reiterated that staff recommended having any proposed code changes reviewed by legal counsel to identify potential complications before amendments were made.

Mr. Little clarified that his suggestion was to add language to make the provision less vague. Commissioner Accinelli further clarified that Mr. Little's concern centered on the lack of objectivity when determining whether a traffic study was required.

Commissioner Accinelli made a motion to close the hearing for file TA-25-0002 and commence deliberations. *Commissioner Hatfield seconded the motion.*

Commissioner Accinelli – Aye

Commissioner Hatfield – Aye

Vice Chair Poteet – Aye

Commissioner Bauman – Aye

Chair Myers – Aye

Motion passed unanimously.

d. Close Public Hearing

Chair Myers closed the public hearing at 6:12 p.m.

Commissioner Accinelli began deliberations by expressing concerns regarding parking availability, compliance with the City's noise ordinance, and how parking issues would be enforced. He stated that he wanted to ensure the text amendments being recommended to the Council would outweigh any potential negative impacts. Commissioner Hatfield and Commissioner Bauman agreed with his concerns and discussed the possibility of towing vehicles that exceeded the allowed number at short term rental properties. Chair Myers asked whether similar concerns and questions had been raised during the joint work sessions. Vice Chair Poteet responded that concerns had been discussed at that time, but he explained that homeowners established rules that renters were required to follow, which were outlined on rental websites. He provided Sunriver as an example, noting that street parking was prohibited for short term rentals and vehicles were subject to towing.

Director Bybee reiterated that all dwellings were required to provide a minimum of one parking space. Chair Myers stated that if a permit process were established, a short-term rental permit could potentially be revoked for noncompliance. Director Bybee clarified that a permit process differed from a land use process and would need to be established through a separate ordinance adopted by the Council. He also noted that the Commission retained the option to amend the text in the future if necessary.

The Commission discussed the potential reduction of the buffer requirement between short-term rentals from 500 feet to 250 feet and considered how that change could be beneficial.

Vice Chair Poteet made a motion to recommend the approval of file TA-25-0002 to the City Council, as presented by staff, with additional amendments to include changing the distance buffer for short-term

rentals from 500 feet to 250 feet, to be incorporated into Ordinance 2025-04 for final approval.
Commissioner Bauman seconded the motion. Chair Myers asked for a roll call vote

Commissioner Accinelli – Nay

Commissioner Hatfield – Nay

Chair Myers – Aye

Vice Chair Poteet – Aye

Commissioner Bauman – Aye

Commissioner Hatfield changed her vote to Aye.

Motion passed with 4 for and 1 against.

OLD BUSINESS

There was no old business.

NEW BUSINESS

1. Long Range Planning Update

Director Bybee reported that the Community Development Department had officially held a kickoff meeting for the Transportation System Plan update, which was projected for adoption in early 2027. He explained that traffic tube counts had already been completed on Highway 97 and that the consultant team had begun its work. He stated that the project was underway and that he looked forward to working with the community throughout the process.

He explained that additional code updates would be presented to the Commission in the near future. He noted that staff had shifted focus away from some long-range planning efforts due to two housing grant projects, including the Cagle infill project and the Housing Code Audit. Staff was working on completing requests for proposals for consultants so those projects could move forward.

Director Bybee responded to a question from the Commission regarding the need to slow down long-range planning efforts. He explained that the Deschutes County addressing coordinator was retiring and that the City would need to assume responsibility for that process. In addition, the Planning Department was working on updating all land use applications and creating one-page handouts to assist members of the public when they came to City Hall with questions.

He also reviewed several ordinances staff had been developing, including a Dark Sky Ordinance and a Wildfire Standards Ordinance. He stated that those items were anticipated to be brought forward in late February.

2. Current Planning Update

Associate Planner Tierney provided an update on current planning applications and reported that there had been an increase in submittals. He stated that the application for the new speculative building in the industrial park had been deemed complete.

Commissioner Hatfield inquired about the potential RV park on the north side of town. Associate Planner Tierney explained that the City had not received any applications for that project to date. He

also noted that the gas station at Burgess Road and Huntington Road had received land use approval; however, building permits had not yet been issued.

Lastly, he stated that construction of the Starbucks building had been placed on hold by the developer.

OTHER MATTERS

There were no other matters.

PUBLIC COMMENTS

There were no public comments.

STAFF AND COMMITTEE COMMENTS

City Recorder Metcalf did not have any comments.

Finance Director Ivans did not have any comments.

Community Development Director Bybee did not have any comments.

Associate Planner Tierney did not have any comments.

Commissioner Accinelli did not have any comments.

Commissioner Hatfield did not have any comments.

Vice Chair Poteet did not have any comments.

Commissioner Bauman did not have any comments.

Chair Myers asked staff whether the Commission could hold a public discussion regarding how the City was moving forward and its future plans, similar to a question-and-answer session.

Director Bybee stated that he would be happy to coordinate a public discussion, similar to the "Coffee with a Planner" events that were held during the Comprehensive Plan update.

ADJOURN

Vice Chair Poteet made a motion to adjourn the meeting. *Commissioner Bauman seconded the motion.*

Commissioner Accinelli – Aye

Commissioner Hatfield – Aye

Chair Myers – Aye

Vice Chair Poteet – Aye

Commissioner Bauman – Aye

Motion passed unanimously.

Chair Myers adjourned the meeting at 6:44 p.m.

SIGNATURE PAGE TO FOLLOW

 Date: 3/4/2026
Teri Myers, Chair

ATTEST:

 Date: 3/4/2026
Amanda Metcalf, City Recorder