

# LA PINE CITY PLANNING COMMISSION AGENDA

Wednesday, August 19, 2015

6:00 PM

City Hall

16345 Sixth St, La Pine, Oregon 97739

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
6. Approval of Meeting Minutes
7. Introduction to new Planning Consultant, Tammy Wisco, PE, AICP (Retia Consult, LLC)
8. Informal discussion of upcoming planning tasks: sign ordinance amendment to include variance process, consideration of legislative rezone to more existing mapping closer to the comp plan mapping, updating ordinances to reflect TSP and COSM, and review/update of processes/checklists for improved transparency
9. Update on recent administrative activities and approvals not requiring planning commission hearings or approvals.
10. Discussion of City processes and division of responsibilities
11. Other Matters  
Only those matters properly added to this Agenda under line item No. 4
12. Planning Commissioner Comments
13. 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 Patti Morgan at (541) 536-1432.

**LA PINE CITY PLANNING COMMISSION MINUTES**

**Wednesday, August 19, 2015**

**6:00 PM**

**City Hall**

**16345 Sixth St, La Pine, Oregon 97739**

1. Call to Order

Chair Ward called the meeting to order.

2. Establish Quorum

Roll Call

Chair Doug Ward

Vice Chair Norman McClung

Commissioner Don Greiner

Commissioner Gloria Fleming

Commissioner Rolando Alonzo

**Quorum Established**

3. Pledge of Allegiance

Mayor Ken Mulenex 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.

Gloria added two items, one was questions regarding the weed ordinance and also a question on recreational marijuana.

5. Public Comments

None

6. Approval of Meeting Minutes

**A motion was made by Commissioner Fleming and seconded by Commissioner McClung to approve the Meeting Minutes.**

*Vote as follows:*

*AYE*

*NAY*

*Chair Doug Ward*

*X*

*Commissioner Norman McClung*

*X*

*Commissioner Rolando Alonzo*

*X*

*Commissioner Gloria Fleming*

*X*

*Commissioner Don Greiner*

*X*

**Motion passed unanimously.**

7. Introduction to new Planning Consultant, Tammy Wisco, PE, AICP (Retia Consult, LLC)

City Planner Tammy Wisco stated she has been working with Cory Misley and Rick Allen for the past month to get updated on planning issues for La Pine. She then gave a brief history of her background in planning. Ms. Wisco is a Professional Engineer and also has an AICP which means she is a member of the American Institute of Certified Planners. Chair Ward asked about getting monthly updates from Deschutes County Planning Department regarding permits pulled, etc. in the City of La Pine. Ms. Wisco said she will be requesting that Deschutes County provide the City with permits pulled in the City of La Pine. Cory Misley, Assistant City Manager, said he will be putting out a monthly memo to the commissioners regarding current planning activities in the City. Ms. Wisco said she has an eighteen month contract with the City that can be renewed. Mr. Allen said that Cory Misley is assisting with the planning so Ms. Wisco does not have to get involved in very basic planning issues and questions.

Ms. Wisco discussed the division of labor roles for planning and also the public notification process. She said there are three different types of actions:

- Development action – simpler applications like a lot line adjustment, permit, etc.
- Land use action – review of a zone change, for example, and also more far reaching planning issues which may be heard by the Planning Commission.
- Legislative Action – something that the City chooses to make a broad decision on like adding a new Ordinance, etc.

Ms. Wisco said that small planning items really need to be dealt with at the administration level. Chair Ward said the planning commissioners all have the same opinion of how they want the City to look like. Mr. Allen discussed the residential code enforcement that is ongoing. He said the City went to Court on one code enforcement matter and was successful. Mr. Misley said he is continuing to work on code enforcement issues especially in the Cagle neighborhood. The City is also working with Deschutes County on some of the issues.

8. Informal discussion of upcoming planning tasks: sign ordinance amendment to include variance process, consideration of legislative rezone to more existing mapping closer to the comp plan mapping, updating ordinances to reflect TSP and COSM, and review/update of processes/checklists for improved transparency

Ms. Wisco said there are some items that will be handled in the next six months:

- To review the sign ordinance, it may not have a variance

Ms. Wisco said there was a recent US Supreme Court decision regarding signage that may have far reaching implications. She also said there would be legislative action for a large rezoning process that would include notification to property owners, etc. Ms. Wisco said this would affect the comprehensive plan map and the zoning map. No decisions on rezoning will be made without coming before the Planning Commission. She said they are also tying the transportation system plan and the storm water management plan into the ordinances so they can be enforced. Ms. Wisco said that she also wanted to look at the planning process and how it affects applicants.

Mayor Mullenex said it is counterproductive to look behind and that the City has excellent staff to help and guide the Planning Commission. In response to a question from Commissioner Greiner, Mr. Allen said that the proposed apartment complex in La Pine is currently in the middle of the site plan process. Mr. Misley said that the City is using the requirements of the Transportation System Plan for the project development. Mr. Allen discussed some of the transportation issues that are part of that project development. Commissioner Fleming asked about the Mid Oregon Credit Union that is scheduled to be built in La Pine. Mr. Allen said there was some transportation issues like having a left turn lane. He also discussed the land that ODOT (Oregon Dept of Transportation) has purchased along Drafter Road and Hwy 97. He said there is no longer access from Hwy 97 to any of those properties.

- 9. Update on recent administrative activities and approvals not requiring planning commission hearings or approvals.
- 10. Discussion of City processes and division of responsibilities
- 11. Other Matters  
Only those matters properly added to this Agenda under line item No. 4

Commissioner Fleming asked about the recreational marijuana. Mr. Allen discussed how Deschutes County has been handling the issue. He said if the City wants to ban it, it may need to come before the voters. Mr. Allen said that 5-6 cities have banned the sale of recreational marijuana. Commissioner Fleming also discussed the knapweed issue in La Pine and the community involvement. Kitty Shields, former Mayor of La Pine, asked about the County's involvement in the knapweed problem which use to involve spraying alongside County roads. Mr. Allen said he would have Public Works staff look into the spraying issue.

12. Planning Commissioner Comments

The Commissioners welcomed the new City Planner, Tammy Wisco. There was also a discussion on one particular sidewalk that needs to be repaired. Mr. Allen said that he will have Scott Perkins, Public Works Manager, look at it.

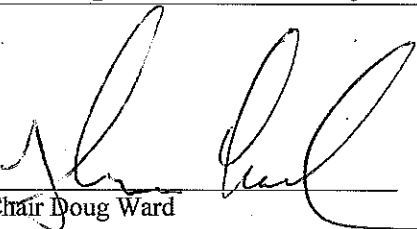
It was announced that on September 16<sup>th</sup> at City Hall from 5:30 pm to 8:00 pm the architects from SERA will give a presentation and workshop on how people want the City to look for beautification and urban renewal purposes. Tammy said the Planning Commission may need to meet before the workshop on September 16<sup>th</sup>. There was also a discussion on the sign permits that have been pulled with the City.


13. Adjourn

**A motion was made by Commissioner McClung and seconded by Commissioner Fleming to adjourn the Meeting.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair Doug Ward</i>	<i>X</i>	
<i>Commissioner Norman McClung</i>	<i>X</i>	
<i>Commissioner Rolando Alonzo</i>	<i>X</i>	
<i>Commissioner Gloria Fleming</i>	<i>X</i>	
<i>Commissioner Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

  
Chair Doug Ward

Attest  
  
Rick Allen, City Recorder