



# CITY OF LA PINE, OREGON PLANNING COMMISSION

Wednesday, July 19, 2023 at 5:30 PM

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

Online access via Zoom: <https://us02web.zoom.us/j/83878303295>

*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 City Hall at (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.*

## AGENDA

### CALL TO ORDER

### ESTABLISH QUORUM

### PLEDGE OF ALLEGIANCE

### ADDED AGENDA ITEMS

Any matters added at this time will be discussed during the “Other Matter” portion of this agenda.

### APPROVAL OF PRIOR MEETING MINUTES

- 1. 06.21.23 Planning Commission Meeting Minutes.....3.

### PUBLIC HEARING

- 1. None

### OLD BUSINESS

- 1. None

### NEW BUSINESS

- 1. Administrative Land Use Application Update (Discussion Only)
- 2. La Pine 2045 Vision Engagement Process & Planning.....6.

### OTHER MATTERS

*Only Items that were previously added above in the Added Agenda Items will be discussed.*

### PUBLIC COMMENTS

### STAFF AND COMMITTEE COMMENTS

**ADJOURN**

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**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 - Canceled to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend.



# CITY OF LA PINE, OREGON PLANNING COMMISSION

Wednesday, June 21, 2023 at 5:30 PM

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

Online access via Zoom: <https://us02web.zoom.us/j/83829821876>

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## MINUTES

### CALL TO ORDER

Chair Bea Hatler opened the meeting at 5:33 pm.

### ESTABLISH QUORUM

Bea Hatler – Chairperson, Teri Meyers – Vice Chair, Linda Baumann, and Mary Hatfield were all present. John Cameron was absent by prior arrangement. Geoff Wullschlager – City Manager, Ashley Ivans – Finance Director / Assistant City Manager, and Brent Bybee – Principal Planner were also present.

### PLEDGE OF ALLEGIANCE

Mr. Bybee led the Pledge of Allegiance.

### ADDED AGENDA ITEMS

Any matters added at this time will be discussed during the “Other Matter” portion of this agenda.

### APPROVAL OF PRIOR MEETING MINUTES

1. 05.17.23 Planning Commission Meeting Minutes

Teri Meyers made a motion to approve the minutes. Seconded by Mary Hatfield. *Motion was unanimously approved.*

### PUBLIC HEARING

1. None

### OLD BUSINESS

1. None

### NEW BUSINESS

1. Administrative Land Use Application Update

Brent Bybee, Principal Planner, provided an update about the Administrative Land Use applications before the City at this time. He said that the contract planner is processing is about 50% and he is processing the other 50%. He provided details about specific land use items, including the need for a survey of FEMA flood zone on a Conditional Use Permit, a partition on Huntington and Pine Place, and a second partition near Drafter Road. He said that there were a couple of applications that were pending comments from our engineer, however those comments were received today so those decisions could be issued shortly. Lastly, he went over the incomplete applications, which include a conditional use permit in the commercial zone, a partition/subdivision on Heath Drive, and a self-storage facility expansion in the Industrial Park.

2. Long Range Planning Discussion
  - a. Code Review
  - b. Park and Open Space Zone
  - c. Code Amendments
  - d. Comprehensive Plan Update

Mr. Bybee provided an update on the long-range projects the city is facing. He informed the Commissioners that they will likely need to meet more often during these processes. He said that the Park and Open Space code doesn't exist in the Development Code, however it is addressed in the Comprehensive Plan. He said that an inventory is required to evaluate how extensive the public process will be with this amendment.

He said that he is keeping a running list of issues and contradictions within the code. He said that this list will be a living document. He discussed the GIS interactive map for the City's website that would include water, sewer, zoning, and road ownership. He said that he has spent some time researching and reviewing the City's overlays as a part of this project.

He went over the need for an entire code overhaul and Comprehensive Plan update and discussed the Technical Assistance Grant from DLCD that is awarded biannually. He discussed his conversations with the City of Sisters about their Comprehensive Plan update. He provided a timeline, noting that the grant is due in November, and that he would like to start early next year on the Comprehensive Plan Update work.

There were some questions from the Commission about the grant, including the matching portion requirement, the independent contractor used for this process, and the staff commitment. He said that we are looking at hiring a second staff member to devote time to current planning items while he reviews these long-range planning issues.

Mr. Wullschlager said that Mr. Poteet is interested in being on the Commission and asked the Council to consider this appointment at their next meeting based on his interest in the role. He said that Mr. Poteet would replace John Cameron, who has been on the commission for many years. The commission agreed to Mr. Wullschlager submitting the proposal for Council review.

## **OTHER MATTERS**

*Only Items that were previously added above in the Added Agenda Items will be discussed.*

Chair Hatler said that COAR (Central Oregon Association of Realtors) is willing to provide a grant for benches at the transit center and along the new walking path. She said that there is also a federal grant

available for exercise equipment along the path. There was a question about the liabilities of this exercise equipment. Mr. Wullschlager said that he would discuss those concerns with the City's attorney.

**PUBLIC COMMENTS**

None.

**STAFF AND COMMITTEE COMMENTS**

Chair Hatler said that she thinks Mr. Bybee is a great asset to the city and welcomed him. Ms. Baumann said that she is excited about the updates as discussed. The Commission introduced themselves to Mr. Bybee.

**ADJOURN**

Chair Hatler adjourned the meeting at 6:08.

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## La Pine 2045

Councilors and Commissioners,

The City of La Pine will be kicking off the beginning efforts to update the Comprehensive Plan. The next six months will involve a visioning process with the community, to help determine the primary goals that will drive the comprehensive plan update.

### What is a Comprehensive Plan?

The Comprehensive Plan provides a foundation for decision-making on important issues and reflects the community’s values. In conjunction with State requirements, the plan also serves as a framework to guide growth and development in the city. This includes activities related to the preservation of natural resources, the character of the built environment, and maintaining livability within the city. The Plan is designed to be accessible to everyone who participates in the City’s land use planning process – not just government agencies, elected officials, the Planning Commission, and builders and developers, but also neighborhood and community groups, and community members representing all interests. The policies and procedures produced for each of the applicable state goals identified below will serve as a basis for the requirements within the city code.

### State Goals

Oregon has a statewide program for land use planning, adopted by Senate Bill 100 in 1973. The statewide program requires extensive coordination between the state and local communities in planning for growth. Oregon state law requires that all cities and counties adopt comprehensive plans that are consistent with the 19 Statewide Planning Goals. Of those 19 goals, 12 of them are applicable to the City of La Pine’s Comprehensive Plan and must be complied with. Goals 3 & 4 are dedicated to farm and forest land protections, and Goals 15-19 address the Willamette Valley and coastal protections. The applicable goals are as follows:

**GOAL 1** – Citizen Involvement

**GOAL 2** – Land Use Planning

**GOAL 5** – Natural Resources, Scenic and  
Historic Ares, & Open Spaces

**GOAL 6** – Air, Water, & Land Resources  
Quality

**GOAL 7** – Areas Subject to Natural  
Disasters & Hazards

**GOAL 8** – Recreational Needs

**GOAL 9** – Economic Development

**GOAL 10** – Housing

**GOAL 11** – Public Facilities & Services

**GOAL 12** – Transportation

**GOAL 13** – Energy Conservation

**GOAL 14** – Urbanization

## La Pine 2045 Vision

During the late summer, fall, and early winter of 2023, the city will engage the community through a variety of in person and online surveys in order to gather feedback on specific questions crafted to help identify the cities 5 primary goals. Once the community engagement portion has been completed, staff will coordinate with the Planning Commission and City Council for finalization. This process will help to inform the policies and procedures required for each of the state goals in the Comprehensive Plan.



### 1. Engagement/process planning

Staff initiated efforts to ensure that we can begin public engagement as soon as possible, but input is needed from both the Planning Commission and City Council to ensure public engagement gathers the necessary information needed to draft the vision goals.

- a. Staff has identified a preliminary list of stakeholders, listed below. Are there additional stakeholders for the city that should be included on this list?

- |                                   |   |
|-----------------------------------|---|
| - La Pine Rodeo Association       | - Bend- La Pine School District                           |
| - Frontier Days Association       | - La Pine Community Kitchen                               |
| - Put the Shine on La Pine        | - St. Vincent de Paul (community pantry and thrift store) |
| - The Lions Club                  | - Mid-State   |
| - La Pine Activity Center         | - La Pine Chamber of Commerce                             |
| - La Pine Parks and Rec District  | - Sunriver/La Pine Rotary                                 |
| - Newberry Reginal Partnership    | - Deschutes County  |
| - La Pine Rural Fire District     | - American Legion of the Moose                            |
| - La Pine Community Health Center | - Band of Brothers – La Pine                              |
| - St. Charles                     |   |
| - Deschutes Public Library        |   |

b. As part of community engagement, staff intends to attend events in the community. Are there any other specific events that staff should attend?

- Music in the Pines
- The library grand re-opening
- Oktoberfest
- Trunk or Treat
- Resource Fair
- Back to School Fair
- La Pine Community Health Center Groundbreaking – August 10
- Student activities (student councilor Dillon)
- Chamber Breakfast
- Church Services
- Senior center and community kitchen lunches
- Activity center lunches & bingo
- Ice cream social hosted by the city

c. Staff has drafted the following questions to ask the community. The questions below are the result of the July 12, 2023, joint City Council and Planning Commission work session. Are there any changes or additions that you would like to see?

- i. “What do you love about La Pine today?”
- ii. “What disadvantages does La Pine face?”
- iii. “What would improve La Pine?”

## 2. Community engagement

Staff has strategized community engagement, with the hopes of reaching as many people as possible. One key tool staff will be utilizing throughout the process is a dedicated website as a home base for updates, and access to the dedicated online survey. This will help to serve the portions of the community that may not be able to attend the in-person events.

As stated previously, staff hopes to attend as many events as possible to have face to face interaction with the public. At these events, staff will have a small table or booth explaining the visioning process and the Comprehensive Plan update. Staff will have tools such as large paper pads for people to write their answers on, and handouts directing people to a dedicated website.

Staff will also utilize the utility billing system to reach folks by mail. A leaflet will be included with utility bills directing members of the public to the website and a dedicated project email address for public input. The leaflets will also identify the dates of two public workshops that will be held with the Planning Commission and City Council.

At the July 12, 2023, joint City Council and Planning Commission work session, additional community engagement tactics were discussed. Editorial publications were presented as an option, with Commissioner Teri Myers volunteering to write a piece for the Mid State Ruralite. Other editorial options discussed were the South County Shopper and Cascade Business News.



**3. Public workshops with draft vision goals presented to the community**

The public workshops will be the final opportunity for the public to provide input on the primary vision goals that staff will draft for the Planning Commission and City Council. The data provided by the public engagement will inform staff when outlining the goals and will be the baseline for the final drafts produced by the city. Staff will hold two public workshops to ensure any, and all comments have been addressed.

**4. Vision goals finalized and prepared for the Comprehensive Plan Update**

This will be the final step in the process for adoption. The Planning Commission will hold a public hearing for approval, and recommendation to the City Council for adoption. The vision goals adopted will then be carried over into the Comprehensive Plan update during 2024.