



**PLANNING COMMISSION SPECIAL SESSION MINUTES ~ APPROVED**  
**WEDNESDAY, JULY 25, 2018 AT 5:00 PM**  
City Hall ~ 82877 Spruce St., Westlake, OR 97493

The proceedings of the Dunes City Planning Commission were recorded and are on file at Dunes City Hall. Upon approval by the Planning Commission, these minutes will be available online at [www.dunescity.com](http://www.dunescity.com).

**1. CALL TO ORDER**

Chairman Bonnie Allen called the July 25, 2018, Planning Commission Special Session to order at 5:02 pm.

**2. ROLL CALL**

Roll Call was taken by Administrative Assistant Rapunzel Oberholtzer.

**Present:** Chairman Bonnie Allen, Vice Chairman Barry Sommer and Commissioner Ric Ziegler. Commissioner Ken Pesnell arrived at 5:03 pm.

**Absent and Excused:** Commissioner Shauna Robbers and City Administrator/Recorder Jamie Mills.

**3. PLEDGE OF ALLEGIANCE**

All who were present stood for the Pledge of Allegiance.

**4. APPROVAL OF THE AGENDA**

**Vice Chairman Sommer made a motion approve the Agenda. The motion was seconded by Commissioner Ziegler. The motion passed by unanimous vote.**

**5. APPROVAL OF THE CONSENT AGENDA**

A. Planning Commission Special Session Meeting Minutes of June 28, 2018

**Commissioner Ziegler made a motion to approve the Consent Agenda. The motion was seconded by Vice Chairman Sommer. The motion passed by unanimous vote.**

## **6. ANNOUNCEMENTS /CORRESPONDENCE**

Chairman Allen read aloud from the list of announcements on the Agenda:

- A. On July 11 the City Council adopted Ordinance No. 247 which will go into effect on November 7, 2018, if the November 6 ballot question asking voters if they want a permanent ban on all future marijuana businesses in Dunes City fails. The new Ordinance requires all marijuana businesses to obtain a Conditional Use Permit and comply with other new standards provided in Chapter 155.
- B. At the August Planning Commission meeting, Commissioners should be prepared to start talking about content for the annual CIP report for the City Council. It should be finalized in the September meeting and presented to the Council in October.

## **7. CITIZEN INPUT**

There was none.

## **8. NEW BUSINESS**

- A. Review of Citizen Input to Commission

Staff reported that there was a citizen comment regarding the City's agreement with South Coast Water District from the January meeting, and the Planning Commission did not have to take any action because the City Council approved the agreement in 2017.

Chairman Allen noted that there was an increase in the number of residents attending Planning Commission meetings. She asked Staff to draft a report for review in the August meeting. Staff agreed to do so.

- B. Status of Current CAC

Rapunzel reported that the CAC finished its review of 155.1, 155.2, and 155.3 and planned to review all of the CAC recommendations from its review in the August meeting. She explained that the current CAC members could be asked to review 155.4 when it is ready and Staff could also advertise for new members. Commissioners agreed that it would be a good idea to ask the current CAC members back, if they are interested, because they now have some experience with 155 and have been effective in their review process.

## **9. UNFINISHED/OLD BUSINESS**

- A. Continue Review of Chapter 155.4.9

Rapunzel referred Commissioners to their copies of the Staff Report included in their meeting packets and reminded everyone that in the June meeting Commissioners had asked Staff to find a definition for hazardous material. Rapunzel referred Commissioners to copies of DEQ publications, also included in meeting packets, Hazardous Waste Definitions and How to Determine if Your Waste is Hazardous, and reported that she was not able to find a definition of hazardous material but hazardous waste was defined by DEQ.

Rapunzel reported that Staff's suggestion would be to add the term "corrosive" (as used in DEQ's definition for hazardous waste) to the list of adjectives for hazardous materials on page 79 of 90, item B.2. After discussion, Commissioners agreed.

Rapunzel reminded Commissioners that in the June meeting they asked Staff to find out what, if any, regulations the State had on home occupations. Rapunzel referred Commissioners to a copy of ORS 215.448, included in their meeting packets, regarding home occupations and noted that there were few regulations. She went on to refer Commissioners to copies Oregon Model Development Code, also included in meeting packets, on home occupations, and noted that the existing Dunes City Code was very similar to the Model Code except that the Model Code listed more specific prohibitions that the Commission could consider adopting.

After discussion it was agreed that Staff would amend 155.4.9.2, paragraph G (page 80 of 90) to include all of the language from Model Code's Prohibited Home Occupation Uses.

Beginning the review of 155.4.9.5 (Recreational Vehicle Parks) on page 80 of 90, Staff noted that the whole Section was significantly revised by the City Attorney. There was some discussion about whether or not the Section was necessary. It was generally agreed that the language was necessary not only because the City's Comprehensive Plan requires the City to provide housing opportunities responding to the needs of City residents, and to all compact urban growth, but to provide rules, regulations and standards for permitting RV parks.

There was some discussion about the difference between a travel trailer and a recreational vehicle. It was generally agreed that the term "recreational vehicle" referred to both motorized and non-motorized trailer-type rigs as defined in Chapter 155.1 (Definitions).

Commissioners finished their review at the bottom of page 85 of 90.

## **10. UNSCHEDULED ITEMS NOT LISTED ON THE AGENDA**

There were none.

## **11. ADJOURNMENT**

**Vice Chairman Sommer made a motion to adjourn. Commissioner Ziegler seconded the motion. No vote was taken.**

Chairman Allen adjourned the meeting at 6:30 pm.

**APPROVED BY THE PLANNING COMMISSION ON THE 24<sup>th</sup> DAY OF SEPTEMBER 2018**

[Signed copy available at City Hall]

Bonnie Allen, Chairman

ATTEST:

[Signed copy available at City Hall]

Jamie Mills, City Administrator/Recorder