1. **Call to Order**

Chairman Bonnie Allen called the September 24, 2018, Planning Commission Special Session to order at 5:10 pm.

2. **Roll Call**

Roll Call was taken by Administrative Assistant Rapunzel Oberholtzer.

**Present:** Chairman Bonnie Allen, Commissioner Shauna Robbers, Commissioner Ken Pesnell, and Commissioner Ric Ziegler. Also present was City Administrator/Recorder Jamie Mills.

**Absent:** Vice Chairman Barry Sommer.

3. **Pledge of Allegiance**

All who were present stood for the Pledge of Allegiance.

4. ** Approval of the Agenda**

Commissioner Ziegler made a motion approve the Agenda. The motion was seconded by Commissioner Pesnell. The motion passed by unanimous vote.

5. **Approval of the Consent Agenda**

A. Planning Commission Special Session Meeting Minutes of July 25, 2018

   Commissioner Ziegler made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Pesnell. The motion passed by unanimous vote.

6. **Announcements/Correspondence**

Chairman Allen read aloud from the Agenda:

A. Dunes City is required to adopt a new Ordinance accepting new FEMA flood maps and incorporating the provisions of new laws adopted by the State. This will entail a Type IV
process to amend Land Use Code, and will require a CAC, a Measure 56 mailing, mandatory publication of public hearing notices, and public hearings before the Planning Commission and the City Council. The process will need to move forward quickly in order to meet deadlines to update City Code. Staff will provide a timeline as soon as details are available.

B. City Administrator/Recorder Mills announced that a trash clean up day for the area around Woahink Lake is scheduled for Saturday, October 6, beginning at 11:00 am. Volunteers are encouraged to wear bright clothing and gloves, to bring supplies and to meet at the Woahink Boat Ramp. Clean up is expected to be completed by 2:00 pm, or earlier.

7. CITIZEN INPUT

There was none.

8. NEW BUSINESS

A. Appoint Chapter 153 CAC Members

Staff reported that only one application for appointment to the CAC was received so far, from Rapunzel. There was some discussion about the need to start the review of changes to Chapter 153 (Flood Damage Prevention) as soon as possible. Staff reported that they could continue recruitment efforts with press releases to the newspaper and the radio, and posting at the Post Office and Dunes City Hall, as well as emails to interested parties.

Commissioner Ziegler made a motion to appoint the Planning Commission members to the CAC, along with new community members, to review Chapter 153 and new FEMA regulations. Commissioner Robbers seconded the motion. The motion passed by unanimous vote.

B. Review Draft Citizen Involvement Program Report

Commissioners discussed the draft CIP Report prepared by Staff. Chairman Allen suggested specifically recognizing CAC members by name and noting that the CAC to review Chapter 155.1-.3 was the first CAC to successfully complete its assigned task.

Commissioner Pesnell made a motion to approve the CIP Report, as amended. The motion was seconded by Commissioner Ziegler and passed by unanimous vote.

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 explained that the Report clarified that RV Parks are not allowed in the R-1 zone, only the CC zone.
Commissioners continued their review of 155.4.9.5 (Recreational Vehicle Parks) on page 86 of 90 with Staff noting that the whole Section was significantly revised by the City Attorney. There were no significant changes to the content, except that during discussion of Section 155.4.9.5.180 (Performance Guarantee), it was agreed that the language there should match the language for Performance Guarantees for Land Divisions and Property Line Adjustments at Section 155.4.3.180 on pages 46 and 47 of 90.

Commissioners finished their review of 155.4.9.5 and asked Staff to prepare the document for presentation to the CAC (at least in part) at its meeting set for Monday, October 22 at 5:00 pm.

10. UNSCHEDULED ITEMS NOT LISTED ON THE AGENDA

Staff pointed out that the regularly scheduled November meeting fell on Thanksgiving. After discussion, Commissioners agreed to cancel that meeting and schedule a Special Session for Tuesday, November 13, beginning at 5:00 pm.

11. ADJOURNMENT

Commissioner Pesnell made a motion to adjourn. Commissioner Robbers seconded the motion. The motion passed by unanimous vote.

Chairman Allen adjourned the meeting at 6:29 pm.

APPROVED BY THE PLANNING COMMISSION ON THE 25th DAY OF OCTOBER 2018

[Signed copy available at City Hall]
Bonnie Allen, Chairman

ATTEST:

[Signed copy available at City Hall]
Jamie Mills, City Administrator/Recorder