



PLANNING COMMISSION REGULAR SESSION MINUTES ~ APPROVED
THURSDAY, FEBRUARY 28, 2019 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.

1. CALL TO ORDER

Chairman Bonnie Allen called the February 28, 2019, Planning Commission meeting to order at 5:12 pm.

2. OATH OF OFFICE

Administrative Assistant Rapunzel Oberholtzer administered the Oath of Office to newly appointed Commissioner Greg Bench, whose term will expire January 12, 2022.

3. ROLL CALL

Roll Call was taken by Rapunzel.

Present: Chairman Bonnie Allen, Vice Chairman Ken Pesnell and Commissioner Greg Bench.

Also present was City Administrator/Recorder Jamie Mills.

Absent: Commissioner Barry Sommer.

Absent and Excused: Commissioner Jamie Gorder.

4. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

5. APPROVAL OF THE AGENDA

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

6. APPROVAL OF THE CONSENT AGENDA

A. Planning Commission Meeting Minutes of January 24, 2019

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

7. ANNOUNCEMENTS /CORRESPONDENCE

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

- A. The 7th annual Oregon Dunes Triathlon will be held on Saturday, June 8. Dunes City is looking for lots of volunteers to help staff the venue on Race Day and to help with set up and preregistration the day before. Please call Rapunzel at 541-997-3338 to register as a volunteer or to find out more information about volunteering.

8. CITIZEN INPUT

There was none.

9. NEW BUSINESS

- A. Consider CAC Recommendations for Chapter 153

Rapunzel referred Commissioners to a list of the CAC's recommendations for Chapter 153 noting that, in this case, there were no applicants to serve on the CAC and the Planning Commission appointed itself to act as the CAC for review of Chapter 153.

Reviewing the CAC recommendations from the November 18 meeting, Commissioners agreed with the recommendation to add definitions for ASCE and Flood or Flooding as follows:

ASCE – American Society of Civil Engineers.

Flood or Flooding – A general and temporary condition of partial or complete inundation of normally dry land areas from 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudslides (i.e., mudflows) which are proximately caused by flooding and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.

Discussing paragraph K in Section 153.29 (Coastal High Hazard Areas) on page 15 of 20, Commissioners agreed to delete the paragraph in its entirety.

Vice Chairman Pesnell made a motion to delete paragraph K of Section 153.29 on page 15 of 20. Commissioner Bench seconded the motion. The motion passed by unanimous vote.

There being no other CAC recommendations, other than correcting typographical errors and formatting inconsistencies, Commissioners asked Staff to finalize Chapter 153 by incorporating the CAC and Planning Commission changes and prepare it for public hearings on adoption into Code as soon as possible.

B. Consider CAC Recommendations for Chapters 155.1, .2 and .3

Rapunzel referred Commissioners to a list of CAC recommendations on Chapters 155.1, .2 and .3, noting that there is still some formatting and renumbering of Sections that Staff will do before the Chapter is ready for public hearings.

Commissioners agreed to the November 2016 CAC recommendations for changes as follows:

Change 155.1.1 to: “Welcome to the Dunes City Development Code. This is a comprehensive Land Use and Development Code that governs all ~~of the~~ land within the incorporated limits of Dunes City (~~See~~ see Dunes City Zoning Map). The six divisions of the Code are used together to govern land use and review land use applications...”

Change the description of 155.3 to: “The design standards contained in Division 153 ~~apply throughout the City. They~~ are used in preparing development plans; and reviewing applications; to ensure compliance with City standards ~~for access and circulation, land-seaping, parking, public facilities, surface water management, housing densities, and sensitive lands.~~”

Commissioners agreed to the March 2017 CAC recommendations for changes as follows:

Add to 155.1.3 (Definitions), “Site Plan – A detailed drawing that shows how a site will be developed. Site plans must show the boundaries of a parcel of land, the topography, important landscape elements that impact the design and location of all planned and anticipated major improvements. The site plan must also show the locations of all existing, proposed and future buildings, access roads and driveways, storm water facilities, septic systems and drainfields, wells, water storage structures, and utility connections. It must also include a directional orientation symbol such as a north-pointing arrow.”

Commissioners agreed to the April 2017 CAC recommendations for changes as follows:

Change proposed 155.1.4.13(A) “Any person found to be in violation of any section or provision of Dunes City Code, where no other penalty is set forth, ~~shall~~ may be punished by a fine not to exceed FIVE HUNDRED DOLLARS (\$500.00) for any one offense, each day constituting a separate offense.”

Delete from proposed new language in 155.2.3.200, “Shoreland structures that are water-related may include bait sales, boat sales or storage, marine supplies sales, and parking facilities. Shoreland structures that are water-dependent may include fishing piers, marinas, boat ramps, marine fuel sales, and boat repair facilities.”

C. Review Planning Commission Goals for 2019

Commissioners agreed to table further discussion of goals until the March meeting.

Rapunzel reminded Commissioners that the goals for 2018 were to develop, as a group, expertise in land use, make progress in revising Chapter 155 and to respond to citizen input as feasible.

10. UNFINISHED/OLD BUSINESS

There was none scheduled.

11. UNSCHEDULED ITEMS NOT LISTED ON THE AGENDA

Staff referred Commissioners to copies of an announcement about an April 6, 2019, training opportunity for Planning Commissioners in Coburg. Commissioners agreed to consider attending but asked Staff to email a link to DLCD's online training.

13. ADJOURNMENT

Vice Chairman Pesnell made a motion to adjourn. Commissioner Bench seconded the motion. The motion passed by unanimous vote.

Chairman Allen adjourned the meeting at 6:07 pm.

APPROVED BY THE PLANNING COMMISSION ON THE 28th DAY OF MARCH 2019

[Signed copy available at City Hall]

Bonnie Allen, Chairman

ATTEST:

[Signed copy available at City Hall]

Jamie Mills, City Administrator/Recorder