



PLANNING COMMISSION REGULAR SESSION MINUTES ~ APPROVED
THURSDAY, SEPTEMBER 26, 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 September 26, 2019, Planning Commission meeting to order at 5:01 pm.

2. ROLL CALL

Roll Call was taken by Administrative Assistant Rapunzel Oberholtzer.

Present: Chairman Bonnie Allen, Vice Chairman Ken Pesnell, Commissioners Barry Sommer, Jamie Gorder, and Rodd Bench.

Also present was City Administrator/Recorder Jamie Mills.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

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

5. APPROVAL OF THE CONSENT AGENDA

A. Planning Commission Meeting Minutes of August 22, 2019

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

6. ANNOUNCEMENTS /CORRESPONDENCE

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

- A. DLCD's 2019 Coastal Fall Planners Meeting will be held at the Florence Best Western Pier Point Inn Monday and Tuesday, October 14 and 15. If you would like to attend, please RSVP to Amanda.l.macnab@state.or.us and inform City Staff.
- B. September is National Preparedness Month. The theme this year is "Prepared Not Scared." If you haven't already, start or review your emergency kits. Remember you need at least two weeks of supplies on hand for your family and pets. Lane County's website has tips for getting started.

7. CITIZEN INPUT

There was none.

8. NEW BUSINESS

A. Agenda and Attendance – Coastal Fall Planners Meeting

There was some discussion about who would attend. Commissioner Bench tentatively volunteered to attend on Monday and Commissioner Sommer volunteered to attend on Tuesday. Both agreed to provide brief reports to the rest of the Commissioners in the October meeting.

B. CIS and DLCD Training

City Administrator/Recorder Mills explained that the CIS training was mandatory, with the Sexual Harassment course being the minimum required. She offered to set Commissioners up with their own online accounts so they could take the courses at home.

Chairman Allen suggested that Commissioners report to the Commission on their progress during the next meetings.

C. Outdoor Lighting Ordinance Process

Commissioners agreed to hold a work session on Monday, October 28, beginning at 5:00 pm to review the Code samples provided by Staff and to discuss what should be included in an Ordinance. Commissioners suggested that City residents be invited to attend and provide input. Staff agreed to prepare a press release announcing the work session and email the announcement to the interested parties email list. Commissioner Sommer offered to air the announcement on KCXT.

9. UNFINISHED/OLD BUSINESS

A. Continue Review of CAC Recommendations on Chapter 155.2.3

Staff referred Commissioners to copies of the Staff Report that was included in their meeting packets. The Report provided an update on their work on 155.2.3.200 (Lakes and

Shorelands) so far along with a reminder that, in March, the Commission voted to approve all of the other CAC recommendations for Chapter 155.1 through 155.3.

Continuing with the review of 155.2.3.200 (Lakes and Shorelands) on page 26 of 43, Commissioners agreed to the following changes:

Page 26 of 43: Paragraph b, change “Piers, or floating access structures, shall be between (3) feet and eight (8) feet in width.” to “Piers or docks shall not exceed two hundred (200) square feet in area.” Staff was asked to research DSL specifications for gangway width, if any.

Page 26 of 43: Paragraph d, change “Water access structures in the Shorelands shall have a maximum width of eight (8) feet and shall extend through the Shoreland by as direct a route as practical.” to “Water access points (stairs, landings or paths) shall have a maximum width of eight (8) feet and shall extend through the Shoreland by as direct a route as practical.”

Page 26 of 43: Paragraph e, change “Water-related recreational equipment storage structures of not more than 200 square feet.” to “Water-dependent recreational vehicle storage structures shall be no more than two hundred (200) square feet in area.”

Page 26 of 43: Paragraph 3(a), change “Construction requirements for covered or enclosed structures are as specified in the Oregon Structural Specialty Code (OSSC). All other structures shall conform to the OSSC and the standards set forth herein.” to “The Oregon Structural Specialty Code (OSSC), which is based on the International Building Code (IBC), generally applies to landside structures such as stairs and landings. However, there may be components of the on-water or in-water facility that are covered by the OSSC (e.g., pilings, docks). Upon signature of the Planning Official on an applicant’s Waterway Structure Registration Application, the application will be subject to review and approval by the Oregon Department of State Lands (DSL) and other State and Federal agencies.

Page 26 through 28, delete all text highlighted in pink.

Page 28 and 29 of 43: Paragraph f, delete all of the paragraph but keep, “All materials used in the construction of Shoreland or water-dependent structures shall be approved by the Oregon Department of State Lands (DSL). Proof of such approval shall accompany all Shoreland structure building permit applications (DSL-approved lease or registration will be considered the minimum requirement). It was also agreed to delete, “In no case shall building materials allow leaching of toxic heavy metals or hydrocarbons into waterways or Shoreland areas.”

Commissioner Gorder excused herself from the meeting at 6:00 pm.

Page 29 of 43: Paragraph i, add, “All exterior lighting fixtures shall be equipped with glare shields.”

Page 29 of 43: Paragraph g, delete, “The shared dock shall be allowed to be the size of both property owners’ combined dock sizes.

Page 29 of 43: Paragraph 4(a), change, “Access to water-related structures...” to “Access to water-dependent and water-related structures...”

Following discussion, Commissioners agreed no further changes to the proposed text were necessary.

10. UNSCHEDULED ITEMS NOT LISTED ON THE AGENDA/FOR THE GOOD OF THE ORDER

There were none.

11. ADJOURNMENT

Commissioner Sommer made a motion to adjourn. Commissioner Bench seconded the motion. The motion passed by unanimous vote.

Chairman Allen adjourned the meeting at 6:25 pm.

APPROVED BY THE PLANNING COMMISSION ON THE 24th DAY OF OCTOBER 2019:

[Signed copy available at City Hall]

Bonnie Allen, Chairman

ATTEST:

[Signed copy available at City Hall]

Jamie Mills, City Administrator/Recorder