



## **PLANNING COMMISSION MINUTES ~ APPROVED**

**THURSDAY, AUGUST 26, 2021 AT 6:00 P.M.**

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**

Chair Bonnie Allen called to order the August 26, 2021 Planning Commission meeting at 6:02 pm.

### **2. ROLL CALL**

Roll Call was taken by Planning Secretary Lani Noroña.

**Present:** Chair Bonnie Allen, Vice Chair Ken Pesnell, Commissioner Jamie Gorder, Commissioner Wanda Phillips, and Commissioner Michael Mathews.

**Absent and Excused:** City Administrator/Recorder Jamie Mills

**Also Present:** Administrative Assistant Rapunzel Oberholtzer, Planning Secretary Lani Noroña, and Videographer Alan Campbell.

### **3. PLEDGE OF ALLEGIANCE**

All who were present stood for the Pledge of Allegiance.

### **4. APPROVAL OF THE AGENDA**

Commissioner Phillips made a motion to approve the Agenda.

The motion was seconded by Commissioner Mathews and passed by unanimous vote.

### **5. APPROVAL OF THE CONSENT AGENDA**

A. Planning Commission Meeting Minutes of July 22, 2021.

B. C.A.C. Meeting Minutes of August 11, 2021

Commissioner Gorder made a motion to approve the Consent Agenda.

The motion was seconded by Vice Chair Pesnell and passed by unanimous vote.

## 6. ANNOUNCEMENTS / CORRESPONDENCE

There were none.

## 7. CITIZEN INPUT

There was none.

## 8. PUBLIC HEARING

None scheduled.

## 9. NEW BUSINESS

### A. Review Citizen Input Q2, 2021

Administrative Assistant Oberholtzer reported there was no Citizen Input for Q2, 2021.

### B. Annual C.I.P. Report

Commissioners requested Staff to draft a C.I.P. report for review at the September meeting.

### C. Review Outdoor Lighting Draft Ordinance

Commissioners reviewed the changes and suggested the following additional changes:

1. Add the phrase "reflection off the lake" to the **TITLE AND PURPOSE** section.
2. Add the term "boat house" to the **SCOPE AND APPLICABILITY** section.
3. Delete the last sentence in paragraph **B** of the **SCOPE AND APPLICABILITY** section.
4. Delete "Type I, Type II, Type III" from paragraphs **A** and **B** of the **LIGHTING PLAN REQUIRED** section.
5. Combine some of the terms in paragraphs **A - H** of the **PROHIBITED LIGHTING** section.
6. Administrative Assistant Oberholtzer stated that City Administrator/Recorder Mills will ask the City attorney about the legality of the wording in paragraph **H** of the **PROHIBITED LIGHTING** section.

Vice Chair Pesnell made a motion for Staff to edit the Ordinance, and then submit it to the City attorney for review and presentation to the City Council.

Commissioner Phillips seconded the motion and it passed by unanimous vote.

Chair Allen stated that if the City attorney makes major changes, the Planning Commission wants to review the Draft Ordinance again.

**D. Review DLCD PAPA Procedure**

The DLCD Post Acknowledgement Plan Amendments handout was reviewed.

Administrative Assistant Oberholtzer stated the following:

1. Proposed draft Ordinance #259 must be submitted to DLCD at least 35 days before the first evidentiary hearing (Public Hearing).
2. Dunes City's current code states 45 days but the revised code will state 35 days.
3. Notice of proposed draft Ordinance #259 was sent to DLCD on August 25<sup>th</sup>, 2021.
4. Staff will draft a Press Release and Notice of mailing will be sent to Dunes City property owners on September 16<sup>th</sup>, 2021.

**10. UNFINISHED / OLD BUSINESS**

None Scheduled.

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

There were none.

**12. ADJOURNMENT**

Vice Chair Pesnell made a motion to adjourn.

Commissioner Phillips seconded the motion and it passed by unanimous vote.

Chair Allen adjourned the meeting at 6:50 p.m.

**APPROVED BY THE PLANNING COMMISSION ON THE 23RD DAY OF SEPTEMBER, 2021.**

[Signed Copy Available at City Hall]

Bonnie Allen, Chair

ATTEST:

[Signed Copy Available at City Hall]

Jamie Mills, City Administrator/Recorder