



**PLANNING COMMISSION MEETING MINUTES ~ APPROVED  
SPECIAL SESSION - THURSDAY, DECEMBER 15, 2022 AT 6:00 P.M.**

City Hall ~ 82877 Spruce St., Westlake, OR 97493

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

**1. CALL TO ORDER**

Chair Rapunzel Oberholtzer called to order the December 15, 2022 Special Session Planning Commission meeting at 6:00 p.m.

**2. ROLL CALL**

Planning Secretary Lani Noroña called the Roll.

**Present:** Chair Rapunzel Oberholtzer, Vice Chair Ken Pesnell, and Commissioner Jamie Gorder.

**Absent:** Commissioner Rich Olson.

**Absent / Excused:** N/A

**Also Present:** City Administrator/Recorder Jamie Mills and Planning Secretary Lani Noroña.

**3. PLEDGE OF ALLEGIANCE**

All who wished to participate stood for the Pledge of Allegiance.

**4. APPROVAL OF THE AGENDA**

Vice Chair Pesnell made a motion to approve the Agenda.  
Commissioner Gorder seconded the motion. The motion passed.

**5. APPROVAL OF THE CONSENT AGENDA**

A. Minutes of the Thursday, October 27, 2022 Planning Commission Meeting:

Commissioner Gorder made a motion to approve the Consent Agenda.  
Vice Chair Pesnell seconded the motion. The motion passed.

## **6. ANNOUNCEMENTS / CORRESPONDENCE**

Chair Oberholtzer called for discussion about announcements and correspondence.

### **A. Planning Commission vacancies**

There were no questions and no discussion.

### **B. Dunes City Residential Development permits issued from 10-20-2022 to 12-7-2022:**

1. Five (5) SMP (new builds), six (6) Mechanical, two (2) Electrical, and one (1) permit for Vegetation / Tree Removal.

2. A new Partition Application is expected (Cloud Nine: 5 acres minus 1 acre)

There were no questions or discussion of issued permits.

### **C. Handout of definitions for “Restrictive Horizon”**

Commissioners and City staff discussed the handout and definitions of Restrictive Horizon, especially as it relates to drainage concerns about development of vacant lots in the Little Woahink Heights subdivision.

### **D. Approved minutes from the October 19, 2022 City Council meeting**

There were no questions or discussion about the October 19, 2022 City Council minutes.

### **E. Draft minutes from the November 16, 2022 City Council meeting**

Vice Chair Pesnell asked about Council President Snow’s Water Quality Report, regarding blue-green algae at the edge of the lake.

City Administrator/Recorder Mills answered the “Lake” refers to Siltcoos Lake.

Vice Chair Pesnell asked for an explanation of “...there was no fire here this month”, from the October 19, 2022 approved City Council meeting minutes, page 3, item B.

Planning Secretary Noroña explained that the wording is a direct quote from Councilor Wells’ Community Center Report.

## **7. CITIZEN INPUT FOR ITEMS NOT LISTED ON THE AGENDA**

There was none.

## **8. PUBLIC HEARING**

There was none scheduled.

## **9. NEW BUSINESS**

### **A. Statewide Goal 1 (and D.C. Ord. No. 223)**

Chair Oberholtzer called for discussion of Statewide Goal 1, and stated that future Planning Commission activity should explore ideas for getting more citizens involved.

Commissioners discussed social media and/or newsletters, and decided a full five-member Planning Commission might result in more ideas for improving citizen involvement.

Chair Oberholtzer asked staff if the Press Release for Planning Commissioners is scheduled to be reprinted.

Planning Secretary Noroña said The Siuslaw News prints these as space allows.

### **B. Update Planning Commission Handbooks**

Planning Secretary Noroña informed Commissioners there is a 2019 update to the Oregon Statewide Planning Goals and asked if any Commissioner wanted a hard copy and agreed to print copies as needed or requested.

## **10. UNFINISHED / OLD BUSINESS**

### **A. Schedule Public Hearing / P.C. meeting re: Partition application**

Planning Secretary Noroña informed Commissioners that the applicant had waived the 120-day limit for a decision. The procedure for reviewing a partition includes a requirement for Public Hearing, so the Planning Commission must be scheduled.

Chair Oberholtzer asked for status of the Staff Report.

Planning Secretary Noroña said it is about 75% complete.

Vice Chair Pesnell asked if the Commission can proceed with only three (3) members. Planning Secretary Noroña answered “yes”, that it is legal, although it does not look good, but the City cannot delay the applicant’s proposal indefinitely.

Commissioners discussed the lack of applicants for Planning Commission and effects on planning procedures and decisions.

Commissioners scheduled the Public Hearing of the Partition application for the regular session Planning Commission’s February 23, 2023 meeting.

### **B. Schedule the next Planning Commission meeting**

Commissioners scheduled the next Planning Commission meeting for January 26, 2023.

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

City Administrator/Recorder Mills informed Commissioners that she will distribute copies of proposed Ordinance No. 259, Chapter 155 revisions, to the City Council for review.

Commissioners and staff discussed legal and procedural requirements, next steps, the reasons for delays, and the need to move forward with a decision.

Vice Chair Pesnell asked for an update of the Siltcoos dam auction.

City Administrator/Recorder Mills said there is no update but the City is regularly checking.

Commissioners and staff discussed lake levels, the auction of the dam, and State regulations.

City Administrator/Recorder Mills informed Commissioners that there are reports of Land Use Code violations and the Commission might be involved with reviews or resolutions.

**12. ADJOURNMENT**

Chair Rapunzel Oberholtzer adjourned the meeting at 6:40 p.m.

**APPROVED BY THE PLANNING COMMISSION ON THE 26<sup>TH</sup> DAY OF JANUARY, 2023.**

[Signed Copy Available at City Hall]  
Rapunzel Oberholtzer, Chair

ATTEST:

[Signed Copy Available at City Hall]  
Jamie Mills, City Administrator/Recorder