



PLANNING COMMISSION MEETING MINUTES ~ APPROVED REGULAR SESSION - THURSDAY, MAY 25, 2023 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.

1. CALL TO ORDER

Chair Rapunzel Oberholtzer called to order the Thursday, May 25, 2023 Planning Commission Regular Session meeting at 6:03 p.m.

2. ROLL CALL

Planning Secretary Lani Noroña called the Roll.

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

Absent: N/A

Absent / Excused: Commissioner Ed McGuire.

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

Chair Oberholtzer pointed out a typo on the Agenda, which listed the draft minutes from the March 23, 2023 instead of the draft minutes of the P.C. April 27, 2023 minutes included in this meeting packets.

Vice Chair Pesnell made a motion to approve the Agenda as amended.

Commissioner Gorder seconded the motion. The motion passed unanimously.

5. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the Planning Commission's Thursday, April 27, 2023 meeting.

Commissioner Gorder made a motion to approve the Consent Agenda.

Commissioner Nichols seconded the motion. The motion passed unanimously.

6. ANNOUNCEMENTS / CORRESPONDENCE

Planning Secretary Noroña announced the following:

- A. Corrected road description recorded for Little Woahink Heights (LWH) subdivision
Dunes City received the recorded, corrected road description for the Little Woahink Heights subdivision and a subsequent email from Lane County, asking about the cul-de-sac in the subdivision.
City Administrator/Recorder Mills stated that Jerry DeBriae owned the cul-de-sac.

- B. Update on development status of Montgomery View Estates subdivision
Dunes City signed off on the Land Use Compatibility Study (LUCS) for the subdivision, but City staff has not received the completed LUCS.
Vice Chair Pesnell asked if this is for approval of the final plat.
Planning Secretary Noroña stated the LUCS is for the subdivision's septic system.
City Administrator/Recorder pointed out the LUCS is for all the drainage.
Planning Secretary Noroña added that the developer had previously stated that wells would supply water for the subdivision, but recently Dunes City learned that the developer has applied for a water right.
City Administrator/Recorder Mills informed Commissioners that there are two (2) or three (3) wells on the property and the owner has a reservation to draw water from Woahink Lake, but recently applied for a water right to draw water from Siltcoos Lake, as a back-up to the wells, because he is unable to get a right-of-way through property for water lines from Woahink Lake to the subdivision.
Commissioners and staff discussed salinized well water issues.
Vice Chair Pesnell asked if anyone is mapping locations of salinized wells.
City Administrator/Recorder Mills said there is no location mapping at this time.

- C. Dunes City Residential Development permits issued from 4-15-2023 to 5-14-2023:
One (1) Structural, one (1) Mechanical, one (1) plumbing, four (4) electrical, and three (3) public works. There were no new building permits issued.

- D. The minutes from the April 19, 2023 City Council meeting are the approved minutes.

- E. Department of Environmental Quality (DEQ)
Planning Secretary Noroña informed Commissioners that the City was recently advised that DEQ requires an Authorization Notice, for a change in use of a septic

system, such as a septic system that was approved for a single-family residence that property owner(s) now want to use as a vacation rental and the DEQ considers vacation rental properties as a commercial use, and that a change in use does not change property zoning. The recent septic system failure of a Dunes City Short-Term Rental (STR) alerted Lane County OnSite Wastewater staff to the change in use of that property. The required DEQ Authorization Notice includes a site inspection, and the City does not know if such inspections will be done by DEQ staff or Lane County staff. This requirement will impact Dunes City STRs.

Commissioners and City staff discussed details of this DEQ requirement.

City Administrator/Recorder Mills stated the City Council will have to consider this DEQ requirement when they review Short-Term Rental Ordinance No. 256-B.

Commissioner Gorder asked about DEQ penalties and/or Dunes City penalties. City Administrator/Recorder Mills said that owners of Dunes City STRs are required to notify the City and obtain a permit.

Vice Chair Pesnell asked about the fire on the dock.

City Administrator/Recorder Mills said the Oregon Health Authority (OHA) advised her, via email, of a fire at the boat launch on Woahink Lake and requested she notify all those who draw water from the lake of a potential impact. She stated she issued press releases to the radio stations.

Vice Chair Pesnell stated that the riprap at the Woahink Lake boat ramp is gone.

7. CITIZEN INPUT FOR ITEMS NOT LISTED ON THE AGENDA

There was none.

8. PUBLIC HEARING

There was none.

9. NEW BUSINESS

A. Schedule the next Planning Commission meeting

Chair Oberholtzer asked City staff if there are any upcoming land use applications. Staff said there are none.

Chair Oberholtzer mentioned Citizen Involvement and asked Commissioners if they want to discuss this at the next P.C. meeting.

Commissioners scheduled the next Planning Commission meeting for 6:00 p.m., Thursday, June 22, 2023.

10. UNFINISHED / OLD BUSINESS

A. DLCD Online training

Chair Oberholtzer noted that the transcript for Chapter I is included with the meeting materials, if anyone wants to follow it during the training.

Commissioners and staff viewed the video of Chapter I: Overview of the Oregon Land Use Planning Program and the first three (3) modules of Chapter II: Urban, Rural, and Resource Planning.

Commissioners reviewed the hypothetical scenarios included with the videos.

Chair Oberholtzer stated that the Public Broadcasting System (PBS) occasionally airs a special documentary about the history of Oregon’s Statewide Planning Goals and the efforts of such persons as former Oregon Governor Mark Hatfield and former Secretary of State of Oregon Bill Bradbury.

Commissioners and staff discussed the importance of land use planning.

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

There were no comments.

12. ADJOURNMENT

Vice Chair Pesnell made a motion for adjournment.

Commissioners Gorder and Nichols seconded the motion.

The motion passed unanimously.

Chair Oberholtzer adjourned the meeting at 7:10 p.m.

APPROVED BY THE PLANNING COMMISSION THE 22ND OF JUNE, 2023.

[Signed Copy Available at City Hall]

Rapunzel Oberholtzer, Chair

ATTEST:

[Signed Copy Available at City Hall]

Jamie Mills, City Administrator/Recorder