



**PLANNING COMMISSION MEETING MINUTES ~ APPROVED
OCTOBER 26, 2023 AT 6:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

The proceedings of the Dunes City Planning Commission meeting were recorded, and are on file at City Hall. Upon approval by the Planning Commission, these minutes will be available online at www.dunescity.com

1. CALL TO ORDER

The Planning Commission meeting was called to order by Planning Commission Chair Rapunzel Oberholtzer at 6:02 pm.

2. ROLL CALL

Roll Call was taken by City Planner Lani Noroña.

Present: Planning Chair Rapunzel Oberholtzer, Commissioner Ken Pesnell, Commissioner Gail Nichols, Commissioner Ed McGuire, and Commissioner Jamie Gorder.

Absent: None

Others Present: City Administrator Jamie Mills, City Planner, Lani Noroña, and resident Jeanne Jackson.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Vice Chair Pesnell made the motion to approve the Agenda. Commissioner McGuire seconded the motion. The motion passed by unanimous vote.

5. CONSENT AGENDA

A. DRAFT MINUTES OF THE SEPTEMBER 28, 2023 PLANNING COMMISSION MEETING

Vice Chair Pesnell made the motion to approve the Consent Agenda. Commissioner McGuire seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

Planner Lani Noroña gave the residential development report stating there were 1 structural, 4 electrical, no mechanical, no plumbing, and 6 public works permits issued that included 1 tree removal, 2 driveways, 2 soil erosion control permits and 1 excavation and grading permit. One public works permit is for a new build.

Chair Oberholtzer announced that during its October 18 meeting the City Council appointed Planning Commissioner Ed McGuire to fill the vacant Mayor position. She noted that there are two vacant Council seats; applications for appointment to fill the vacancies will be accepted through November 8.

7. CITIZEN INPUT

Chair Oberholtzer recognized Ms. Jeanne Jackson. Ms. Jackson indicated that she has not felt welcome at these meetings and expressed concern about how citizen input is handled. She noted that her letters are not being read out loud and because of that Commissioners are denying citizen input. She went on to express concern about the qualifications of the current applicants for Mayor and Council vacancies and the selection process for filling the vacancies.

8. NEW BUSINESS

- A. The Commission discussed and amended the draft annual CCI/CIP Report. Chair Oberholtzer will present the report to the November City Council.
- B. The November Planning Commission meeting will be a special session on Thursday, November 16, 2023 and 6:00 pm.

9. UNFINISHED / OLD BUSINESS

- A. Chapter 155 Remand from City Council

The Commission continued its review and consideration of Ordinance Number 259/Chapter 155. A lengthy discussion regarding accessory buildings ensued. After much work and discussion, the wording of section 155.2.1.210 was amended to read: "Accessory buildings in the residential zone include detached garages, sheds, workshops, green houses, and similar structures. No accessory building in the residential zone may have a kitchen facility. Accessory buildings greater than two hundred (200) square feet in area may not be sited prior to the issuance of a residential building permit, but may be constructed concurrently with the residential structure."

10. UNSCHEDULED ITEMS NOT LISTED ON THE AGENDA

Planning Secretary Noroña announced that she is retiring and this meeting was her last.

11.ADJOURNMENT

There being no further business to come before the Planning Commission, Commissioner Gorder made the motion to adjourn the meeting. Commissioner Nichols seconded the motion. The motion passed by unanimous vote.

The meeting of the Dunes City Planning Commission adjourned at 7:38 pm.

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

ATTEST:

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