

1 Depoe Bay Planning Commission  
2 Regular Meeting  
3 Wednesday, September 14, 2011 – 6:00 P.M.  
4 Depoe Bay City Hall  
5

6 PRESENT: G. Steinke, T. Chavez, B. Taunton, S. Scopelleti, R. Hageman, J. Hayes, P. Leoni  
7 STAFF: City Planner L. Lewis, Recording Secretary C. Duering  
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9 I. CALL MEETING TO ORDER

10 Hageman called the Meeting to order and established a Quorum at 6:01 P.M. and welcomed a new member of the  
11 Planning Commission, Thomas Chavez. Chavez shared an overview of his personal, education, and  
12 employment background.  
13

14 II. APPROVAL OF MINUTES: May 11, 2011 Regular Meeting.

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16 Motion: Steinke moved to approve the Minutes of the May 11, 2011 Regular Meeting as written. Chavez  
17 seconded the Motion.  
18

19 Hageman said it was moved and seconded, and called for discussion. There was none.  
20

21 Vote: Motion passed.

22 Ayes: Steinke, Taunton, Scopelleti, Hageman, Leoni

23 Abstain: Chavez, Hayes  
24

25 III. ITEMS FROM THE AUDIENCE

26 There were no Items from the Audience.  
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28 IV. PUBLIC HEARING ITEMS

29 There was none.  
30

31 V. NEW BUSINESS  
32

33 A. Outdoor Warning and Public Address System Project

34 Hageman remarked that the Planning Commission has received a copy of the Request for Proposal (RFP) and Bid  
35 for an Outdoor Warning and Public Alert System for the City of Depoe Bay, Oregon, Addendum #1, and  
36 Addendum #2 (copies attached to original of these minutes); the City e-mailed the bid documents to several  
37 companies (also advertised in the Daily Journal of Commerce – copy attached to original of these Minutes).  
38 Other prospective Proposers have expressed interest in receiving the Bid Documents as well. He cited a response  
39 the City received via e-mail - *We will not be submitting a bid on this Project based on the restrictive nature of the*  
40 *Specs. They are written in a manner that is so specific that it prevents fair competition. Should the Specs be*  
41 *rewritten to allow other manufacturers to compete, please let us know?* Hageman further explained that the  
42 comment was written by a sales representative for a company that only distributes Mechanical Sirens. Per the  
43 RFP all Proposers must bid and propose on at least two of the three delineated top-level concepts. The three  
44 concepts include Concept A – Two (2) Electro-Mechanical Warning Devices and one (1) Electronic Loudspeaker  
45 Warning Device; Concept B – Three (3) Electronic Loudspeaker Warning Devices; Concept C – Five (5)  
46 Electronic Loudspeaker Warning Devices. Hageman acknowledged the City does not have an all Mechanical  
47 Siren option (as recommended by the Planning Commission and City Council agreed). This company could have  
48 teamed with another manufacturer. Hageman stated based on a conversation between Pete Gintner, City  
49 Attorney, Pery Murray, City Recorder, Terry Owings, City Superintendent, and himself, the following items have  
50 been clarified in regards to the Evaluation Committee: the Evaluation Committee Meetings are not Public

1 Meetings; Evaluation Committee members can take the Proposals home to review and consider; and the ratings  
2 given per the Evaluation Criteria (point system) is the only information (bid results) that will be made available to  
3 the Proposers/Public. The City Council selected November 15, 2011 as the Deadline for Proposals and January 3,  
4 2012 as the Evaluation Committee Results Briefing to City Council. Hageman is hoping for a five (5) member  
5 Evaluation Committee consisting of three (3) Planning Commissioners and two (2) City Councilors (City  
6 Attorney has recommended five (5) to seven (7) members – City Council will make the final determination). A  
7 Commissioner suggested perhaps including someone from the Traffic Safety Committee or a person who has been  
8 active in emergency planning (i.e. the Emergency Preparedness Committee). Planning Commissioners who  
9 volunteered to serve on the Evaluation Committee are Steinke, Chavez, Taunton, Scopelleti, Hageman, and Leoni.  
10 Hageman extended an invitation to attend the Mandatory Pre-Proposal Discussion and Site Tour on October 5<sup>th</sup>, at  
11 10 a.m.; he cautioned the Commissioners – his opinion is the discussion will be limited to answering questions  
12 pertaining to siting, environment, terrain, City owned property, and Land Use Regulations, as the RFP specifically  
13 states that questions pertaining to the RFP need to be presented in writing. Lengthy discussion ensued regarding:  
14 Summary of past Planning Commission Meeting and City Council Meeting Disaster/Warning System  
15 deliberations; State/Federal Grant Funding; Evaluation Criteria; rating of the individual Proposals and  
16 determining the overall advantages and disadvantages of each; and best value contracting in place of the low bid  
17 system. Hageman anticipated items that might cause consternation are: Installation; quality of voice specified for  
18 the device located on the east side of Depoe Bay Harbor – He cited Siren and Loudspeaker Concepts Section  
19 3.4.1.1.1.2.1 (*To ensure voice clarity and understanding under all emergency and stressful conditions, this*  
20 *Electronic Loudspeaker Warning Device must be capable of clearly transmitting an accompanied male or female*  
21 *voice singing the national anthem when in the public address (PA) mode.*); and the stipulated options for both a  
22 five-year (total) and ten-year (total) period for guaranty, warranty, and maintenance. Other items discussed  
23 included: A private organization (Safer Coastlines) made up of citizens is currently working on a funding source  
24 to install 14 voice/siren arrays on Coos Bay; and City Attorney, Pete Gintner's, role in the writing of the Request  
25 for Proposal (RFP) and Bid and the review of Proposals.

#### 26 27 B. Review Ordinance No. 276, 278, 285, and 287

28 Staff requested that the Planning Commissioners leave their binders for updating/replacement. Hageman stated  
29 the intent of the review was to remind the Planning Commission of the amendments that will be codified. The  
30 Planning Commissioners reviewed and commented on the amendments that will be compiled and incorporated  
31 into the Zoning Code, Comprehensive Plan, and Estuarine Plan and Inventory binders (last updated June 2005 –  
32 Resolution No. 352) per Ordinance No. 276, 278, 285, and 287 (copies attached to original of these Minutes).  
33 Other items of discussion included: the Zoning restrictions that impact Properties surrounding the Depoe Bay  
34 Harbor (Marine Commercial Zone (M-C) and Planned Marine and Recreation Zone (M-P) versus if they were to  
35 be re-zoned to Commercial Zone (C-1); Ordinance No. 278 implements the results of a Natural Resources  
36 Inventory and Assessment (funded in part by a Grant) – some Property Owners did challenge the designations; the  
37 Oregon Department of Geology and Mineral Industries (DOGAMI) has an on-going study to determine Flood  
38 Hazard areas (involves lidar technology; the hydraulic modeling is being changed). As a result, the City of  
39 Depoe Bay Flood Hazard Boundaries will be revised and remapped (anticipate significantly); three (3) Zoning  
40 Code Amendments (i.e. re-define Building Height; Property Line Adjustment to existing Non-Conforming Lots  
41 would require the Applicant to apply for a Variance, in addition to a Property Line Adjustment; and Flag Lots  
42 versus Private Streets/Easements) recommended by the Planning Commission were considered by City Council  
43 but not amended in the adoption of Ordinance No. 287.

#### 44 45 VI. UNFINISHED BUSINESS

46 There was none.

#### 47 48 VII. CITY COUNCIL LIAISON REPORT

49 Leoni reported City Council is discussing Rules for City Commissions, Committees, and Teams specifically in  
50 regards to attendance; Council moved to request a six-month extension of the Cable Franchise Agreement

1 Renewal with Broadstripe (allow Council to complete research of Privilege Tax, and Wave Broadband to  
2 complete purchase of Broadstripe). Discussion followed.

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4 VIII. PLANNER'S REPORT

5 Lewis reviewed the Planners Report (copy attached to the original of these Minutes). Topics of discussion  
6 included impending Land Use Applications (none received to date); Depoe Bay Urban Renewal Agency Contract  
7 – Property Boundary Survey for the inner Depoe Bay Harbor.

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9 IX. PLANNING COMMISSION CONCERNS

10 Leoni expressed her desire for the Planning Commission to consider Re-Zoning Properties around the Depoe Bay  
11 Harbor (as discussed earlier), she appreciated Ted Lewis, City Councilman, suggesting the City provide signage  
12 on Hwy. 101 at Bay Street identifying businesses south of that location; perhaps Planning Commission could be  
13 involved in an effort to bring people South of the Bridge as well. The Commissioners and City Planner further  
14 discussed South of the Bridge issues; Urban Renewal Agency has identified South of the Bridge Public  
15 Improvements as a high priority; and the Downtown Refinement Plan. Hayes explained why he did not volunteer  
16 to serve on the Evaluation Committee (felt City Council doesn't need seven (7) Planning Commissioners to  
17 choose from). Steinke expressed concerns raised by Little Whale Cove residents - the prospect of a major  
18 earthquake and tsunami off our coastline and preparing for a disaster of such magnitude - What happens after a  
19 catastrophic event to get citizens, tourists, and emergency/repairmen into and out of the area (access to the east  
20 and/or south of City). It was noted there has been significant discussion on the subject of pedestrian/vehicular  
21 egress in a natural hazard/disaster event (i.e. Emergency Preparedness Committee, Parks Commission, City's  
22 Transportation System Plan, City Council, etc.); the necessity of earthwork and heavy construction equipment;  
23 medical/supply storage; hire an Emergency Coordinator or establish an Emergency Planning Committee. Steinke  
24 also commented he has been told that the National Guard has two (2) surplus bridges – didn't know details (will  
25 follow-up with Terry Owings, City Superintendent).

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27 X. ADJOURN

28 There being no further business, the Meeting was adjourned at 8:47 P.M.

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34 Roy Hageman, President

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38 Carla Duering, Recording Secretary