

1 Depoe Bay Planning Commission  
2 Regular Meeting  
3 Wednesday, May 8, 2013 – 6:00 P.M.  
4 Depoe Bay City Hall  
5

6 PRESENT: G. Steinke, P. Leoni, R. Hageman, M. Kiefer, B. Blessinger (arrived 6:03 p.m.)  
7 ABSENT: B. Taunton, J. Hayes  
8 STAFF: City Planner L. Lewis, Recording Secretary C. Duering, City Recorder P. Murray  
9

10 I. CALL MEETING TO ORDER

11 Hageman called the Meeting to order and established a Quorum at 6:00 P.M.  
12

13 II. APPROVAL OF MINUTES: April 10, 2013 Regular Meeting.  
14

15 Motion: Leoni moved to approve the Minutes of the April 10, 2013 Regular Meeting. Kiefer seconded  
16 the Motion.  
17

18 Hageman said it was moved and seconded, and called for discussion. There was no discussion.  
19

20 Vote: Motion passed.

21 Ayes: Blessinger, Leoni, Hageman, Kiefer, Steinke

22 Abstain: Taunton, Hayes  
23

24 III. ITEMS FROM THE AUDIENCE

25 There was none.  
26

27 IV. PUBLIC HEARING ITEMS

28 There was none.  
29

30 V. NEW BUSINESS  
31

32 A. Case File: #1-C1-PC-13

33 Applicant: Andy Wisniewski

34 Application: Placement of Manufactured Home

35 Zone, Map and Tax Lot: Commercial C-1, 09-11-05-BD #01000

36 Location: 606 N.E. Hwy. 101  
37

38 Hageman asked if any Commissioner had ex-parte contact, conflict of interest, or bias to declare.

39 Hageman declared he drove to the location of the Subject Site. Leoni stated likewise.  
40

41 Lewis summarized the Memorandum to the Planning Commission dated April 24, 2013 (copy attached  
42 to original of these Minutes). He noted a correction to the Setback Requirements: DBZO Standard  
43 requires *a minimum of 10 ft. for all Yards abutting a Lot in a Residential Zone*. The proposed East Side  
44 Setback is 7 ft. and the minimum 10 ft. Standard applies. The Contractor has no problem with  
45 increasing the Setback 3 Ft.

1 The Planning Commission discussed: the Subject Site's access off of Lane Street and the assigned  
2 address of 606 N.E. Hwy. 101; a Manufactured Dwelling is a Permitted Outright Use in the Retail  
3 Commercial Zone C-1; Section 4.700 Siting Standards for Manufactured Homes; construction phase  
4 status; future Commercial Use development adjacent to an existing Residential Use.

5  
6 Motion: Leoni moved to approve Case File #1-C1-PC-13 (Placement of Manufactured Home) as  
7 recommended and amended by the City Planner – East Side Yard shall be a minimum of 10 ft. (adhere  
8 to DBZO). Blessinger seconded.

9  
10 Hageman said it was moved and seconded, and called for discussion. There was none.

11  
12 Vote: Motion passed.

13 Ayes: Leoni, Hageman, Kiefer, Steinke, Blessinger

14  
15 B. Ordinance No. 259 and No. 267 Discussion

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17 Ordinance No. 267 – An Ordinance relating to Liaison Officers (copy attached to Original of these  
18 Minutes). After lengthy discussion the Commission agreed: Staff will distribute the City Council  
19 Agenda to all Planning Commissioners (via e-mail except for one which will be mailed); the Liaison  
20 Officer (rotates monthly) will determine whether they will be attending the Meeting; if attending, the  
21 Liaison will notify Staff and request a copy of the Meeting Packet. The role of the Liaison is to attend  
22 the City Council Meetings and report on Planning-Related Items to the Planning Commission. The  
23 Planning Commission will continue to make recommendations/report to City Council as is necessary.  
24 Future Planning Commission Agenda will be sent via e-mail to the Planning Commissioner's with e-  
25 mail addresses.

26  
27 Ordinance No. 259 – An Ordinance relating to the Depoe Bay Planning Commission and its powers,  
28 functions, and duties.

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30 At the request of Hageman P. Murray, City Recorder, summarized the Ordinance and spoke specifically  
31 to Section 4. General Powers and Duties of the Commission. She referred to a recent conversation with  
32 Kiefer regarding the Planning Commission's role in Economic Development. In her opinion and  
33 interpretation the primary emphasis of the Planning Commission in regards to Economic Development  
34 is to review and revise the DBZO (Text Amendment Procedure); the scope of the Planning Commission  
35 duties is broad; historically the Planning Commission has been focused on the Building Standard and  
36 Parking Requirements. She mentioned a Smart Growth Handbook is available through the Oregon  
37 Department of Land Conservation and Development (DLCD).

38  
39 There was lengthy discussion on the interpretation of: Section 4. General Duties and Powers and Duties  
40 of the Commission Item 7. *Advertisement of industrial advantages and opportunities of the municipality*  
41 *and the availability of real estate within the municipality for industrial settlement*; Item 8. *Encouraging*  
42 *industrial settlement within the municipality*; and Item 12. *...and in general to study and propose such*  
43 *measures as may be advisable for the promotion of public interest, health, safety, comfort, convenience,*  
44 *and welfare of said City.*

1 A Commissioner suggested that the Planning Commission make a recommendation to City Council to  
2 re-distribute a July 2002 Survey (distributed with the Water/Sewer Bills; 14% Response Rate) using the  
3 same questions and method of distribution. He shared some concerns and issues participants identified  
4 as needing to be addressed. Lengthy discussion ensued.

5  
6 Motion: Kiefer moved to re-address the July 2002 Survey (~~by Neighbors for Kids~~) *(corrected at the 6/12/13*  
7 *Planning Commission Meeting)* and distribute the Survey with the Water Quality Report mailing. Hageman asked  
8 Kiefer if he could re-word his Motion. Kiefer agreed.

9  
10 Motion: Hageman moved that the Planning Commission recommends that the City Council send a  
11 Survey to the Residents of the City following the same Survey that was made in 2002 with the  
12 possibility of adding some newer questions, but basically the same exact questions are there and that  
13 there is a possibility that it could be sent out with the Water Quality Report to save money. The  
14 Planning Commission will volunteer their time to tally the results and compare with the previous  
15 Survey, thus saving Staff time. Blessinger seconded.

16  
17 Vote: Motion passed.

18 Ayes: Hageman, Kiefer, Steinke, Blessinger, Leoni

19  
20 Hageman requested that the discussion of Ordinance No. 259 be continued to the next Planning  
21 Commission Meeting.

## 22 23 C. Oregon's Land Use Planning Training Videos

24  
25 Hageman encouraged the Planning Commissioners to attend valuable training offered by the League of  
26 Oregon Cities i.e. Land Use Planning, Government Ethics, etc. Lewis summarized the Memorandum to  
27 the Planning Commission dated May 2, 2013 (copy attached to original of these Minutes). The Planning  
28 Commission decided to watch and discuss one or more chapters per Meeting depending on the overall  
29 Meeting Agenda beginning next month.

## 30 31 VI. UNFINISHED BUSINESS

32 There was none.

## 33 34 VII. CITY COUNCIL LIAISON SCHEDULE AND REPORT

35 Hageman gave a brief synopsis of the Outdoor Warning and Public Alert System (OWPAS) Protocol  
36 Committee Report presented at the City Council May 7, 2013 Meeting (copies available upon request).  
37 Discussion ensued.

## 38 39 VIII. PLANNER'S REPORT

40 Lewis reviewed the Planners Report – Land Use Activity April 4<sup>th</sup> thru May 1<sup>st</sup> (copy attached to the  
41 original of these Minutes). Lewis noted that since this Report three more Building Permits have been  
42 received and indicated that Building Permit Activity is rising. There was discussion regarding why  
43 Lincoln County Dept. of Planning and Development requires an Application for Placement of  
44 Manufactured Home or Pre-Fabricated Structures and a Building Permit Application for a Garage.  
45 Lewis announced that he will not be able to attend the next Regularly Scheduled Meeting. The next

1 Planning Commission Meeting was re-scheduled to June 5, 2013. There was follow-up discussion  
2 regarding the development/construction status of Land-Use/Building Permit Applications (Mini-Storage  
3 Facility, Parking Lot, and Street) that were reviewed and approved by the Planning Commission.  
4

5 IX. PLANNING COMMISSION CONCERNS

6 Leoni expressed her concerns about the City granting a Transparent Occupation License for a  
7 Homemade Soap Business. Kiefer explained the inspiration (Ordinance No. 259 Section 4. and No.  
8 267) and reason for his PowerPoint Presentation (copy attached to original of these Minutes) which  
9 focused on advertising Depoe Bay as a place to visit/vacation via a Billboard Advertising Campaign  
10 (potential costs, locations, 10%-20% return on investment, spend \$20,000-\$30,000). He noted Tourism  
11 is Depoe Bay's largest industry; our Community as a whole benefits/prospers from increased Tourism;  
12 Robert Gambino, Council Member, shares his interest in promoting Depoe Bay and has been talking  
13 with him about forming a Committee (similar to the disbanded Economic Business Development  
14 Committee). He stressed the Planning Commission would not implement an Advertising Campaign  
15 (City Council decision). He introduced Leigh Deinert, Account Representative, CBS Outdoor, who  
16 provided additional input and answered questions (i.e. every Community has something unique to offer;  
17 advised a simple message – five to seven words; a Portland I-5 Southbound location costs approximately  
18 \$130,000/year). After lengthy discussion the Planning Commission concluded they were in support of  
19 the formation of an Economic Development and Tourism Committee (a cooperative effort involving the  
20 City, Depoe Bay Chamber of Commerce, and local Lodging/Restaurant Owners). Leoni asked if  
21 everyone completed and returned the State of Oregon Statement of Economic Interest. Hageman  
22 encouraged the new members to address DBZO and/or State of Oregon Ethics questions to the City  
23 Recorder, City Planner, Leoni, or himself.  
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25 X. ADJOURN

26 There being no further business, the Meeting was adjourned at 7:55 p.m.  
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Roy Hageman, President

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36 Carla Duering, Recording Secretary