

1 Depoe Bay Planning Commission  
2 Regular Meeting  
3 Wednesday, January 13, 2016 – 6:00 P.M.  
4 Depoe Bay City Hall  
5

6 PRESENT: G. Steinke, L. Giammanco, B. Taunton, P. Leoni, R. Hageman, J. Speer  
7 ABSENT: J. Hayes  
8 STAFF: City Planner L. Lewis, Recording Secretary C. Duering  
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: November 18, 2015 Regular Meeting.  
14

15 Motion: Giammanco moved to approve the Minutes of November 18, 2015 Regular Meeting as written. Leoni  
16 seconded.  
17

18 Vote: Motion passed.

19 Ayes: Steinke, Giammanco, Taunton, Leoni, Hageman, Speer  
20

21 III. Election of President and Vice-President  
22

23 Hageman explained this is an informal process. Leoni nominated Hageman as President. Taunton seconded.  
24 Speer nominated Leoni as Vice-President. Taunton seconded.  
25

26 Vote: President – R. Hageman, Vice-President – P. Leoni

27 Show of Hands: Steinke, Giammanco, Taunton, Leoni, Hageman, Speer  
28

29 IV. ITEMS FROM THE AUDIENCE

30 There was none.  
31

32 V. UNFINISHED BUSINESS  
33

34 Lewis summarized his Memorandum dated January 13, 2016 regarding Proposed Planned Development (PD)  
35 Amendment (copy attached to original of these Minutes).  
36

37 Lengthy discussion ensued regarding the three items relating to Tourist Accommodations and including: (1)  
38 Long-term rentals and sub-leasing - Multiple people/families living in a Single-Family Dwelling; (2) Airbnb and  
39 other internet vacation rental sites; (3) Proposed Whale Watch Planned Development and how limiting Tourist  
40 Accommodations to Single-Family or Two-Family Dwellings would be applied to the Residentially Zoned areas  
41 within the development; (4) Preference to allow Homes as Tourist Accommodations versus Apartments,  
42 Condominiums, and Townhomes; (5) A Developer can request exceptions; (6) Large Vacation Homes with six  
43 plus bedrooms and the potentially negative impacts to neighborhoods and our community i.e. Lincoln City and  
44 Gleneden Beach.  
45

46 In conclusion the Planning Commission agreed that the following items needed to be added/remain in the  
47 proposed Text Amendments: (1) Require that the manager's business license be on the sign at a Tourist  
48 Accommodation; (2) Tourist Accommodations in Residential Zones shall be limited to Single-Family and Two-  
49 Family Dwellings; and (3) Limit a Tourist Accommodation in a Residential Zone to a maximum of five  
50 bedrooms.  
51

52 Motion: Leoni moved to amend the proposed DBZO Amendments to include: Limit a Tourist Accommodation  
53 in a Residential Zone to a maximum of five bedrooms; Require a manager's business license be on the sign at a  
54 Tourist Accommodation; and directed Lewis to prepare the revised/updated Text Amendments as discussed for  
55 Hageman's review and approval. Steinke seconded the Motion.

1  
2 Vote: Motion passed.

3 Ayes: Giammanco, Taunton, Leoni, Hageman, Speer, Steinke  
4

5 Lewis explained that he will prepare the revised/updated Text Amendments for posting on the City's Website and  
6 City Council will determine/schedule the date for their Public Hearing. Staff interjected that Schedule Public  
7 Hearing Date for the Proposed Amendments to Depoe Bay Zoning Ordinance is an item on the City Council  
8 February 2, 2016 Agenda and will include a discussion regarding legal review.  
9

10 VI. PUBLIC HEARING ITEMS

11 There was none.  
12

13 VII. NEW BUSINESS

14  
15 A. City Council Directive: Sign Ordinance Revisions

16  
17 Hageman started the discussion with the following: (1) Summarized the matter of a complaint filed with the City  
18 relating to sandwich board signs that led to City Council's Motion; (2) Staff's emphasis that the Sign Ordinance  
19 be reviewed, revised, and codified; (3) Complexity of O.D.O.T. versus City Regulations and suggested that the  
20 Planning Commission not focus on O.D.O.T. Right-of-Way and their jurisdiction of the sidewalks; (4) Cited City  
21 Council's discussion as reflected in the December 1, 2015 Minutes – *There was brief discussion, including LED*  
22 *lighted reader board or lighted flashing signs, placement and location of signs, and banner style signs. It was the*  
23 *general consensus that the Planning Commission should make recommendations to update the Sign Ordinance to*  
24 *be commensurate with what other cities are doing;* (5) Sandwich board signs are currently placed throughout  
25 town to publicize our community events i.e. Whale Watch Week, Salmon Bake, Crab Feed and Wooden Boat  
26 Show, etc.; (6) Recommended directing Lewis to take the City of Depoe Bay's existing Ordinances - Ordinance  
27 No. 42, Ordinance No. 58, Ordinance No. 134, Ordinance No. 186, Ordinance No. 211, and Ordinance No. 273  
28 (copies attached to original of these Minutes) and arrange them in the City of Waldport's Development Code  
29 format (copy attached to original of these Minutes).  
30

31 Discussion ensued regarding: (1) Allowing sandwich board signs with restrictions; (2) Temporary signs –  
32 Specifically real estate signage; (3) Engaging the business community and residents – Encourage their attendance  
33 and participation/opinions on the proposed Sign Ordinance Amendments (typically different perspective on  
34 signage – Aesthetics versus marketing tool, etc.); (4) grandfathered existing versus new or revised signage; (5)  
35 Opportunity to enhance the "Welcome to Depoe Bay" sign - Emphasize lodging, restaurants, etc.; (6) Use of  
36 smartphones, internet review sites (i.e. Yelp, TripAdvisor, etc.) and navigation systems (i.e. Garmin, etc.), to  
37 locate/choose a business to patronize versus reading signage; (7) On-site signage is necessary to identify the type  
38 of business; (8) Including language similar to Waldport in regards to projecting signs – (Page 3 of 4) ...*Placement*  
39 *of projecting signs on Hwy. 101 and Hwy. 34 sidewalks are subject to agreement with the Oregon Department of*  
40 *Transportation;* (9) City assuming jurisdiction of Hwy. 101 sidewalks and the ramifications i.e. maintenance,  
41 liability etc.; (10) O.D.O.T.'s typically removes unauthorized political signage; (11) A-frame and banner signs are  
42 commonly used by business owners (a popular and less expensive method of advertising); (12) A-frame/sandwich  
43 board regulations may need to be more restrictive than Waldport due to our higher volume of pedestrian traffic  
44 during the tourist season; (13) Lewis summarized Waldport's experience in revising their sign regulations; (14)  
45 Why was the Sign Design Review Committee established/eliminated; and (15) Planning Commissioners need to  
46 consider what they like or dislike in other communities.  
47

48 In conclusion the Planning Commission agreed to have Lewis take the City of Depoe Bay's existing Ordinances  
49 and arrange them in the City of Waldport's Development Code format and provide a single page summary of the  
50 key changes that were implemented recently in Waldport for the purpose of discussion at the next Meeting.  
51

52 Giammanco volunteered to do a web search of progressive City's experiencing growth and planned growth (i.e.  
53 Bend, Beaverton, Hillsboro, Lake Oswego, etc.) for examples of their sign regulations.  
54

55 VIII. CITY COUNCIL LIAISON SCHEDULE AND REPORT

1 Leoni reported on the following items: (1) Harbor Financing and Restructuring – Guest Speakers – Kevin  
2 Greenwood, Port of Newport, and Bud Shoemake, Port of Toledo; (2) OLCC Liquor License Application – Depoe  
3 Bay Inn; (3) Agreement of Services – CenturyWest Engineering – Coast Avenue Infrastructure Improvements  
4 Project. Lengthy discussion ensued regarding the Harbor’s past and future.

5  
6 Lewis prepared a Memo proposing the 2016 City Council Liaison Schedule (copy attached to original of these  
7 Minutes). He reminded the Commissioners if anyone has a conflict to make arrangements with another member  
8 to attend the City Council Meeting on their behalf.  
9

10 IX. PLANNER'S REPORT

11 Lewis reviewed the Planner’s Report – Land Use Activity October 29, 2015 thru December 31, 2015 (copy  
12 attached to the original of these Minutes).  
13

14 X. PLANNING COMMISSION CONCERNS

15 Steinke thanked Hageman for the discussion notes that he provided to City Council for their review and  
16 consideration in regards to the Appeal of the Planning Commission decision (Case File #1-APPEAL-CC-1).  
17 Giammanco called for a round of applause in appreciation of the reelected President and Vice-President.  
18 Hageman explained why he submitted Written Testimony to City Council.  
19

20 XI. ADJOURN

21 There being no further business, the Meeting was adjourned at 7:36 p.m.  
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23  
24

25 \_\_\_\_\_  
26 Roy Hageman, President  
27

28 \_\_\_\_\_  
29 Carla Duering, Recording Secretary