

1 Depoe Bay Planning Commission  
2 Regular Meeting  
3 Wednesday, February 10, 2016 – 6:00 P.M.  
4 Depoe Bay City Hall  
5

6 PRESENT: L. Giammanco, B. Taunton, P. Leoni, R. Hageman, J. Hayes, J. Speer  
7 ABSENT: G. Steinke  
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: January 13, 2016 Regular Meeting.  
14

15 Motion: Leoni moved to approve the Minutes of January 13, 2016 Regular Meeting as written. Hayes seconded.  
16

17 Vote: Motion passed.

18 Ayes: Giammanco, Taunton, Leoni, Hageman, Speer

19 Abstain: Hayes  
20

21 III. ITEMS FROM THE AUDIENCE

22 There was none.  
23

24 IV. PUBLIC HEARING ITEMS

25 There was none.  
26

27 V. UNFINISHED BUSINESS  
28

29 A. PD and Parking Ordinance Changes – Status and Timeline  
30

31 Lewis announced City Council scheduled the Public Hearing – Proposed Amendments to Depoe Bay Zoning  
32 Ordinance Section 3.410 Planned Development Zone P-D and Section 4.030 Off-Street Parking and Off-Street  
33 Loading Requirements for the 2<sup>nd</sup> Meeting in March (March 15, 2016). In the meantime the City Attorney is  
34 reviewing the proposed Text Amendments and will provide a report to City Council. Hageman asked that if the  
35 City Attorney has any major changes/comments (i.e. change to the actual intention) that the Planning Commission  
36 be able to review/address the issues.  
37

38 Hageman asked Lewis for the purpose of educating the Planning Commission to explain in the case of an appeal  
39 to the State of Oregon Land Use Board of Appeals what documentation is provided to LUBA. Lewis replied  
40 everything in the Record (i.e. Notices, Staff Report, Written Testimony and correspondence including e-mails,  
41 Findings, Conclusions and Final Order, audio recordings, Minutes, etc).  
42

43 Lewis announced as of 4:30 p.m. today LUBA had not received an appeal in regards to the recent City Council  
44 decision (Case File #1-APPEAL-CC-15). The appeal deadline was 5:00 p.m. today however Certified Mail  
45 postmarked with today's date meets the deadline.  
46

47 Discussion ensued regarding the PD and Parking Ordinance Changes – Status and Timeline; the “Raise it or  
48 Waive It” Rule/Statement; and if the City Council upholds a decision by the Planning Commission has any  
49 bearing in a LUBA appeal.  
50

51 B. City Council Directive: Sign Ordinance Revisions  
52

53 Hageman thanked Lewis for preparing the document that inserts existing Depoe Bay sign ordinance language into  
54 the format of Waldport's sign ordinance (copy attached to original of these Minutes) as directed. Lewis also  
55 prepared a Memorandum dated February 4, 2016 regarding the primary differences between existing Waldport

1 and Depoe Bay Sign Ordinances (copy attached to original of these Minutes). Hageman thanked Giammanco for  
2 his research of other City's sign regulations and for providing a copy of the City of Bend Sign Standards and  
3 Regulations (copy attached to original of these Minutes) for the Planning Commission's review and discussion.  
4

5 There was lengthy discussion regarding: (1) City Council's discussion as reflected in the December 1, 2015  
6 Minutes; (2) Enforcement issues; (3) Lewis gave a brief synopsis of what prompted the Waldport Planning  
7 Commission to address Sign Code amendments; (4) City Planner's memorandum; (5) City of West Linn and City  
8 of Lake Oswego signage; (6) Incorporating the Sign Ordinance into the Depoe Bay Zoning Ordinance pros/cons;  
9 (7) O.D.O.T. Right-of-Way parameters; (8) Sandwich board/A-frame signage; (9) Determine philosophically the  
10 intent of the Ordinance ( i.e. encourage growth and expansion of our business community or deter growth with  
11 overly restrictive regulations); (10) A tourism community is different than a bedroom community; (11) Identify  
12 areas/boundaries and establish regulations appropriate for the area (i.e. downtown corridor versus area at the north  
13 end of town); (12) Informative signs at each end of town; (13) Signage that advertises the businesses within a  
14 shopping plaza/strip mall (i.e. Sea Town in Newport, Lighthouse in Lincoln City; Mall 101 in Depoe Bay); (14)  
15 Include provisions for special private/community events; (15) Objects attached to temporary signs (i.e. balloons,  
16 banners, etc.); and (16) Lewis will review City of Depoe Bay Comprehensive Plan and Enforcement Ordinance  
17 and amend the language accordingly.  
18

19 The Planning Commission agreed to maintain the following existing City of Depoe Bay language (regular font)  
20 and insert the following City of Waldport language (italics).  
21

22 *16.76.010 Purpose.*  
23

24 The City Council finds and determines that the City of Depoe Bay is known for the natural beauty of its  
25 surroundings, including the inner harbor, the basaltic coastline, the wooded setting and the character of its  
26 residential and business districts; the City Council further finds that the natural, traditional and manmade  
27 advantages of the city have substantially contributed to the general view that Depoe Bay is a desirable place to  
28 live and to visit; the City Council also finds that the perceived character of Depoe Bay is an important economic  
29 asset to the residents of the area; and the City Council now finds, by reason of the foregoing, that reasonable and  
30 proper regulation of signs and advertising structures is conducive to the fullest enjoyment by the people of the  
31 community of such natural and traditional advantages and is necessary to prevent depreciation of property values  
32 in residential and commercial areas of the City.  
33

34 The City Council further finds and determines that unless reasonable and properly regulated, signs and advertising  
35 structures are a potential hazard to the community by reason of the structural nature, illumination and  
36 electrification thereof.  
37

38 *16.76.010 Scope.*  
39

40 *Every sign erected, altered or relocated within the city of Waldport shall conform to the provisions of this*  
41 *Chapter. It does not regulate traffic and street signs erected and maintained by a road authority as defined in*  
42 *ORS 801.445, trespass signs posted in accordance with ORS 164.245 to 164.270, holiday decorations, temporary*  
43 *interior window signs, or the display of the national or state flag.*  
44

45 *16.76.020 Definitions.*  
46

47 *"A-Frame sign" means a freestanding sign which is ordinarily in the shape of an "A" or some variation thereof,*  
48 *which is readily moveable, and is not permanently, attached to the ground or any structure.*  
49

50 *"Banner or feather sign" means a ground-mounted or building-mounted banner, pennant, flag or similar type of*  
51 *sign on fabric or similar material.*  
52

53 *"Building sign" means a wall, projecting/hanging, window or roof sign.*

54 *"Free standing sign" means a sign which is supported by a separate independent structure and is not attached to*  
55 *or supported by any other building or structure.*

1  
2 *"Monument sign" means a ground-mounted sign supported from grade with a solid base that is at least 75% of*  
3 *the width of the sign. A monument sign can also be supported with multiple architectural-designed posts. Single*  
4 *posts are prohibited.*

5  
6 *"Nonconforming sign" means a sign which was erected legally but which does not comply with currently*  
7 *applicable sign restrictions and regulations.*

8  
9 *"Off-premises sign" means any sign used for the purpose of displaying, advertising, identifying or directing*  
10 *attention to a business, service, activity or place, including products offered for sale or sold on premises other*  
11 *than on the premises where such sign is displayed.*

12  
13 *"Projecting sign" means a sign which is attached to the wall, overhang or awning of a building and which*  
14 *projects more than twelve (12) inches beyond the wall, overhang or awning of the building.*

15  
16 *"Sign" means an identification, description, illustration, or device which is affixed to or represented, directly or*  
17 *indirectly, upon a building, structure or land, and which directs attention to a product, place, activity, person,*  
18 *institution or business.*

19  
20 *"Temporary sign" means any sign which is not permanently installed to or affixed to any sign structure or*  
21 *building, and is accessory to an event, election, government or institutional sponsored activity, lease, rental or*  
22 *sale of limited, fixed duration. A temporary sign does not include an A-Frame sign as identified above.*

23  
24 *"Size" means the aggregate area of all sign display surfaces located on a single structure, but excluding posts and*  
25 *base that are without attached identification, description or illustration. Two surfaces parallel and back to back*  
26 *on the same structure, e.g. a projecting sign or 2-sided monument sign, shall be considered a single display*  
27 *surface.*

28  
29 *"Wall sign" means a sign attached to or painted on a wall of a building with a display surface which projects no*  
30 *more than twelve (12) inches from the surface of the wall and not higher than the lowest roof edge above the*  
31 *building wall to which it is attached.*

32  
33 *16.76.030 Permits required.*

34  
35 *A. Except as herein provided, no sign shall be erected, replaced, altered or relocated without the business owner*  
36 *first obtaining a sign permit and the property owner (if different) granting permission for a sign permit,*  
37 *demonstrating that the sign is or will be in compliance with all provisions of this Chapter. A-Frame*  
38 *signs, ~~and~~ banner **and feather** signs, as defined above, are exempt from sign permits.*

39  
40 *B. Permits are issued for specific property only. Permits may transfer with ownership provided the signage is*  
41 *not altered or moved except to bring it into compliance with this section.*

42  
43 *C. Fees for sign permits shall be established by resolution of the city council, and shall be paid prior to the sign*  
44 *being placed or altered.*

45  
46 *D. Signs conforming to the current code that are damaged by acts of nature, vandalism or accident shall not be*  
47 *assessed a new sign permit fee when repaired to the pre-damaged condition. The owner of free-standing*  
48 *signs shall be required to obtain a building permit prior to construction.*

49  
50 *E. A building permit shall be required of all signs for all free-standing signs as provided for in the Oregon*  
51 *Structural Specialty Code, which shall be issued prior to sign placement, construction, or alteration.*

52  
53 *The City Planner, or his designee, shall be responsible for the review of sign plans for new and existing signs, and*  
54 *sign permit applications within the City of Depoe Bay. Other City Staff members may be consulted as is*

1 necessary to process applications. The sign criteria contained in the ordinance is designed to provide standards to  
2 govern determinations as to the appropriateness of a sign proposal and/or a sign permit application.

3  
4 ~~Application Procedure. The following application procedure is required for all external attached, free-standing  
5 and off premise signs, in which case application for erection permits shall be made upon blanks provided by the  
6 City office and shall contain, or have attached thereto, the following information:~~

7 ~~A. Name, address and telephone number of applicant.~~

8  
9 ~~B. Location of building, structure, or lot to which or upon which the sign is to be attached or erected.~~

10  
11 ~~C. Position of the sign, or other advertising structure on a building or in relation to nearby buildings or  
12 structures.~~

13  
14 ~~D. One scaled drawing with full description of material, texture and/or finish, to be used.~~

15  
16 ~~E. Name of person, firm, corporation or association erecting structure.~~

17  
18 ~~F. Written consent of the owner of the building, structure, or land to which or on which the structure is to be  
19 erected.~~

20 ~~G. Acknowledgement of, and information relating to, any electrical permit or building permit which may be  
21 required for the proposed sign.~~

22  
23 ~~H. Any other information that the City Planner may require to assist in the review of the application.~~

24  
25 ~~I. Review and sign off by the O.D.O.T. representative when appropriate, or when requested by the City.~~

26  
27 If a sign is damaged by wind or other forces sufficiently to require its removal and/or reconstruction, the owner  
28 must apply to the City for review of the sign's appropriateness relative to the standards contained in this  
29 ordinance.

30  
31 Design review is not required for routine maintenance, nor is it required for changes in the text on signs.

32  
33 ~~The application shall be forwarded to the City Planner for review and processing. Any decision of approval or  
34 denial may be appealed to the City Council. An appeal shall be heard in a manner as prescribed by the City  
35 Council. Permit application review fees and appeal processing fees shall be established, and may be revised from  
36 time to time, by resolution of the City Council.~~

37  
38 *16.76.040 Zone requirements.*

39  
40 *A. In the R-1, R-2, and R-3 zones: one (1) accessory sign shall be allowed and shall be limited to the following  
41 sizes and restrictions:*

42 *1. Only wall signs are allowed in the R-1, R-2 and R-3 zones.*

43 *2. A sign not exceeding two (2) square feet in size accessory to a single-family dwelling or a home  
44 occupation, or six (6) square feet for a bed and breakfast inn.*

45 *3. A sign not exceeding twenty-four (24) square feet in size accessory to any other permitted or  
46 conditional use in the zone.*

47 *4. No moving or flashing signs, lit signs, roof signs, A-Frame signs, or banner signs shall be allowed in  
48 the R-1, R-2 and R-3 zones.*

49 *5. No sign shall be placed within ten (10) feet of any government-installed sign within a street right-of-  
50 way (stop signs, traffic control sign, etc.)*

51  
52 *B. In the R-4, D-D, C-1, C-2, M-P, I-P and P-F zones:*

53 *1. General sign requirements:*

54 *a. No sign shall be placed within ten (10) feet of any government-installed sign within a street  
55 right-of-way (stop signs, traffic control signs, etc.)*

- b. *External light illuminating from a sign shall be directed away from a residential use or zone and shall not be located so as to distract motorists.*
- c. *No sign shall be of such intensity or brilliance as to impair the vision of a motor vehicle driver or interfere with the effectiveness of an official traffic sign, device, or signal.*
- d. *Where it can be demonstrated that directional signs are needed for directing or controlling vehicular access, or where such signs are required as a condition of approval for public safety, such signs may be permitted in addition to any other signs permitted by this section. Such signs shall be placed at each motor vehicle entrance or exit, shall not exceed nine (9) square feet in size and six (6) feet in height, and shall not restrict required sight distances or pedestrian and vehicular flow.*

2. *Sign types:*

- a. *Building Signs. A maximum 20% of a building façade is allowed to have signs. A building façade is an exterior side of a building excluding the roof.*
  - 1) *Wall signs.*
  - 2) *Projecting signs. Projecting signs may extend over a sidewalk within the public right-of-way with a minimum clearance of 7.5 feet from the ground so as to not affect pedestrian traffic. Placement of projecting signs on Hwy 101 and Hwy 34 sidewalks are subject to agreement with the Oregon Department of Transportation.*
  - 3) *Window signs.*
  - 4) *Roof signs. Roof signs shall not exceed 16 feet in height above the adjacent street grade or up to the peak of the roof, whichever is less restrictive. Roof signs painted directly on the roof surface, or on a surface attached flush to the roof surface, are prohibited.*
- b. *Permanent free-standing signs.*
  - 1) *No more than one free-standing sign is permitted per street frontage per property.*
  - 2) *Single pole signs are prohibited.*
  - 3) *Monument signs shall have a maximum 8 foot height, maximum 10 foot width, and maximum 50 square feet.*
  - 4) *Electrical service to free-standing signs shall be underground.*
- c. *A-Frame signs.*
  - 1) *No more than one A-Frame sign is permitted per business.*
  - 2) *A-Frame signs may be placed on private property.*
  - 3) *A-Frame signs may be placed within the right-of-way on a sidewalk, however a minimum four (4) feet of lateral clearance shall be maintained on a sidewalk. A-Frame signs may not impede pedestrian access or opening of vehicle doors. Placement of A-Frame signs on Hwy 101 and Hwy 34 sidewalks are subject to agreement with the Oregon Department of Transportation.*
  - 4) *A-Frame signs shall be a maximum of eight (8) square feet with maximum dimensions of two (2) feet wide by four (4) feet tall.*
  - 5) *A-Frame signs shall be secured by means of attaching an interior weight so as not to be movable (pushed, pulled, blown, etc.)*
  - 6) *No objects shall be attached to A-Frame signs, e.g. balloons, banners, etc.*
  - 7) *A-Frame signs are only permitted during business hours and should be removed during periods of high winds.*
- d. *Banner signs.*
  - 1) *One banner sign is allowed per business.*
  - 2) *Banner signs shall not exceed 20 square feet.*
  - 3) *Ground-mounted banner signs may be placed on private property and not be mounted in or extend into public right-of-way. Banners attached to a building may extend over a sidewalk within the public right-of-way with a minimum clearance of 7.5 feet from the ground so as to not impede pedestrian access.*
  - 4) *No banner, other than the American flag, shall be placed in the flagpole holes along Hwy 101 or Hwy 34, and no banners shall be placed in the planters.*
- e. *Digital signs.*

- 1) *One digital sign is allowed per business or institution. In addition, one digital 'open' sign is allowed per business.*
- 2) *Digital signs may not be externally or internally illuminated by a flashing light or a light that varies in intensity.*
- 3) *Digital signs must be equipped with a light sensor that automatically adjusts the intensity of the sign according to the amount of ambient light.*
- 4) *Digital signs must be designed to either freeze the display in one static position, display a full black screen or turn off in the event of a malfunction.*
- 5) *The change from one message to another message may not be more frequent than once every fifteen (15) seconds and the actual change process must be accomplished in two seconds or less.*
- 6) *If attached to a building or displayed inside a building so as to be visible from outside, the digital sign shall be considered to be a building sign and included in the maximum 20% of a building façade that is allowed to have signs.*

C. *In the M-W zone, only signs in conjunction with an existing or approved activity are allowed, provided the sign is constructed such that it meets the requirements of Chapter 16.68, Flood Hazard Overlay Zone.*

Standards for New Signs. New sign construction shall be compatible with:

- ~~A. Existing practice. All new sign proposals shall be of such a size, location and design, so as to conform to existing practice.~~
- ~~B. General character. A new sign proposal shall not be unduly garish in material, design, lighting or other characteristics.~~
- C. All signs shall conform to acceptable safety requirements as determined by the City Building Inspector. Analysis of safety of electrical design of aluminum signs may be required.

Specific Standards.

- ~~A. There shall be no flashing, animated or moving signs, except time, temperature and date signs.~~
- B. There will be no advertising signs for businesses or activities located outside of the city or its urban growth boundaries.
- C. No sign shall detract from and/or block any area of scenic value, as inventoried in the Comprehensive Plan.
- ~~D. There shall be a maximum of 35 feet from the top of the sign to ground level.~~
- ~~E. A projecting, building mounted sign shall have at least seven feet of clearance between the bottom of the sign and the sidewalk.~~
- F. Projecting signs should be mounted near the center of a building to minimize blocking signs which may be located on buildings on either side. Prevailing standards in the area in terms of sign area and distance of the projection shall not be exceeded.

Free Standing Signs. Those signs supported by uprights or braces or otherwise placed upon the ground and not attached to any buildings. Free standing signs shall be permitted if in compliance with the following requirements:

- A. The sign shall be placed on the private property of the business ~~or event being advertised.~~

- 1 B. The sign shall not be located on the sidewalk, pedestrian way, public right-of-way, or in such other manner as  
2 to interfere with the orderly flow of pedestrian traffic along the street, sidewalk, pedestrian way, or public  
3 right-of-way.  
4  
5 C. The sign shall not be located upon the private property in such a manner as to interfere with the clear vision  
6 area of motor vehicles, or to cause, in any other manner, a hazard to motor vehicle traffic.  
7  
8 ~~D. Although the sign shall not be permanently affixed to the ground, it shall be weighted or anchored in such a~~  
9 ~~manner so as not to move about or collapse in the event of wind, or to otherwise create a hazard to motor~~  
10 ~~vehicles or pedestrians.~~  
11  
12 ~~E. The sign should relate to the conduct of the business or the event being conducted upon the parcel of land~~  
13 ~~upon which it is situated.~~

14  
15 ~~Wall Signs. Wall signs include all flat signs, signs with projecting letters attached to a wall, or signs with letters~~  
16 ~~painted directly upon a wall, or painted sign boards attached securely to a wall. The prevailing practices in the~~  
17 ~~immediate vicinity of the proposed sign shall constitute the standard to be followed in erecting wall signs.~~

18  
19 ~~Projecting Signs. A projecting sign includes any sign which is attached to a building or other structure and~~  
20 ~~extends beyond the line of the building or structure, either up or out. The standards of this ordinance and the~~  
21 ~~businesses in the immediate vicinity constitute the standards for erection of projecting signs.~~

22  
23 *16.76.050 Temporary signs. Exceptions.*

24  
25 *In addition to the allowances for signs provided by this section, temporary signs are allowed on private property*  
26 *with the following standards:*

- 27  
28 A. *No more than one temporary sign is permitted per property. Temporary signs are not permitted in the public*  
29 *right-of-way.*  
30  
31 B. *Temporary signs shall be a maximum of eight (8) square feet.*  
32  
33 C. *Temporary signs are allowed for not more than ninety (90) consecutive days or for any period of time during*  
34 *which the property is for sale, lease or rent, or for an election or event.*  
35  
36 D. *Temporary signs shall be secured so as not to be movable (pushed, pulled, blown, etc.)*  
37  
38 E. *No objects shall be attached to temporary signs, e.g. balloons, banners, etc.*  
39

40 Provisions and regulations of this ordinance shall not apply to the following signs:

- 41  
42 A. Real estate signs not exceeding six square feet in area which advertise the sale, rental or lease of the premises  
43 upon which such signs are located only.  
44  
45 B. One professional name plate not exceeding one square foot in area.  
46  
47 C. One bulletin board not over eight square feet in area for public, charitable or religious institutions when the  
48 same are located on the premises of such institutions.  
49  
50 D. Signs denoting the architect, engineer or contractor when placed upon work under construction, and not  
51 exceeding twelve square feet in area.  
52  
53 E. An occupational sign denoting only the name and profession of an occupant in a commercial building, public  
54 institution building or dwelling house, and not exceeding two square feet in area.

- 1 F. Memorial signs or tablet, names of buildings and date of erection when cut into any masonry surface or when  
2 constructed of bronze or other incombustible materials.  
3  
4 G. Traffic or other municipal signs, legal notices, railroad crossing signs, danger and such temporary, emergency  
5 or non-advertising signs as may be approved by the City Council.  
6  
7 H. Temporary Advertising signs. This includes signs, banners pennants, valances, window signs, intended to be  
8 displayed for a short period of time, not exceeding thirty days. However, temporary signs shall not be of a  
9 nature to jeopardize public safety or health, or be of a nature contrary to the objectives contained herein.  
10  
11 I. Election campaign signs not exceeding six square feet in area which are in compliance with Oregon state law.

12  
13 *16.76.060 Maintenance and appearance of signs.*

14 *All signs, together with all of their supports, braces, guys and anchors, shall be kept in good repair and*  
15 *maintained in a safe condition. All signs shall be maintained in a neat, clean and attractive condition.*

16  
17 *16.76.070 Nonconforming signs.*

18 *A nonconforming sign or sign structure shall not be moved, structurally altered or enlarged in any manner unless*  
19 *such movement, alteration or enlargement would bring the sign into conformity with the requirements of this*  
20 *Chapter.*

21  
22 *16.76.080 Abandoned signs.*

23  
24 *A. Any sign shall be removed when the associated business or event has been discontinued or completed, or*  
25 *when the sign is no longer properly repaired or maintained as required by this Chapter.*

26  
27 *B. Abandoned non-conforming signs shall be removed in their entirety.*

28  
29 *16.76.090 Variances.*

30  
31 *To provide for reasonable interpretation of this Chapter, and in certain instances where this Chapter will produce*  
32 *hardship, a business owner (with permission from the property owner, if different) may apply for a variance*  
33 *pursuant to Chapter 16.92 of this Code.*

34  
35 *Depoe Bay sign ordinance currently does not address 1) Maintenance and appearance of signs, 2)*  
36 *Nonconforming signs, 3) Abandoned signs or, 4) Variances.*

37  
38 *The following section (Violation of Ordinance) does not exist in the Waldport sign ordinance but does exist in the*  
39 *Depoe Bay sign ordinance.*

40  
41 *16..... Violation of Ordinance.*

42  
43 *It shall be unlawful for any person to cause, suffer or permit a violation of, or to otherwise act except in*  
44 *accordance with the terms, provisions and requirements of this Ordinance. Any person violating any provision of*  
45 *this Ordinance shall be guilty of an infraction, and upon conviction of any such infraction, shall be punishable by*  
46 *a fine of not more than \$500.00 for each such infraction. Each and every violation hereof, and each and every day*  
47 *during which any violation hereof shall be caused or continued shall constitute a separate infraction. This*  
48 *Ordinance shall be enforced in the manner provided by the Depoe Bay Enforcement Ordinance, or by such other*  
49 *appropriate judicial proceedings, or both.*

50  
51 *A conviction under this Ordinance does not thereby authorize or permit any act violating this Ordinance to*  
52 *continue, but rather shall be a conviction only for the day or days for which the violation was proven to have*  
53 *occurred. Further violations of this Ordinance may be enforced successively in the manner provided by the*  
54 *Depoe Bay Enforcement Ordinance or by other appropriate judicial proceedings.*

1 The Planning Commission directed Lewis to prepare a revised version based on their discussion/comments for  
2 their review and consideration at the next Meeting. Hageman recommended that the Planning Commission read  
3 thoroughly the Bend sign regulations for further deliberation. Discussion ensued.

4  
5 VI. NEW BUSINESS

6 There was none.

7  
8 VII. CITY COUNCIL LIAISON SCHEDULE AND REPORT

9 Leoni reported on the following items (January 19, 2016 Meeting): (1) Schedule Public Hearing - Proposed  
10 Amendments to Depoe Bay Zoning Ordinance Section 3.410 Planned Development Zone P-D and Section 4.030  
11 Off-Street Parking and Off-Street Loading Requirements; and (2) Council Comments – Jo Fisher-Brown.

12  
13 Following a brief discussion Hageman reported on the following items (February 2, 2016 Meeting): (1)  
14 Interview/Appoint Applicants for City Committees/Commissions; and (2) City Superintendent Report.

15  
16 VIII. PLANNER'S REPORT

17 Lewis reviewed the Planner's Report – Land Use Activity January 1, 2016 thru February 3, 2016 (copy attached  
18 to the original of these Minutes). Lewis announced that he anticipates a couple of Coastal Shorelands  
19 Applications in the near future.

20  
21 IX. PLANNING COMMISSION CONCERNS

22 Giammanco thought the subject of the sign revisions is being well approached. He expressed his concern  
23 regarding the open seats on the Harbor Commission and City Council and matters falling through the cracks.  
24 Taunton stated the Planning Commission is probably the steadiest group in town. Leoni announced the Fleet of  
25 Flowers Fish and Chips Fundraiser (\$16/meal, 50/50 raffle and silent auction), is March 15<sup>th</sup>, noon to 6 p.m., at  
26 Gracie's Sea Hag. Hageman noted in his opinion Fleet of Flowers is probably one of the best events in our  
27 community. Speer understands that a lot of the Harbor Commission dysfunction was not having the ear of the  
28 Council. Hayes stated that Kathy Wyatt and Clarey Grant recruited several City Council members to assist with  
29 Fleet of Flowers. There was lengthy discussion regarding the Harbor Commission, Fleet of Flowers, and  
30 volunteerism in general in our community.

31  
32 X. ADJOURN

33 There being no further business, the Meeting was adjourned at 7:55 p.m.

34  
35  
36  
37  
38  
39  
40  
41  

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Roy Hageman, President

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Carla Duering, Recording Secretary