

1 Depoe Bay Planning Commission  
2 Regular Meeting  
3 Wednesday, February 8, 2017 – 6:00 P.M.  
4 Depoe Bay City Hall  
5

6 PRESENT: J. Speer, R. Hageman, J. Hayes, B. Taunton  
7 STAFF: City Planner L. Lewis, Recording Secretary C. Duering  
8 ABSENT: G. Steinke  
9 VACANCY: Two Vacant Seats  
10

11 I. CALL MEETING TO ORDER

12 Hageman called the Meeting to order and established a Quorum at 6:00 P.M.  
13

14 II. APPROVAL OF MINUTES: January 11, 2017 Regular Meeting.  
15

16 Motion: Hayes moved to approve the Minutes of January 11, 2017 Regular Meeting as written. Taunton  
17 seconded.  
18

19 Vote: Motion passed.

20 Ayes: Speer, Hageman, Hayes, Taunton  
21

22 III. ELECTION OF PRESIDENT AND VICE-PRESIDENT  
23

24 Hageman explained this is an informal process. Speer nominated Hageman as President. Hayes seconded.  
25 Hayes nominated Speer as Vice-President. Taunton seconded.  
26

27 Vote: President – R. Hageman, Vice-President – J. Speer

28 Show of Hands: Speer, Hageman, Hayes, Taunton  
29

30 IV. ITEMS FROM THE AUDIENCE

31 There was none.  
32

33 V. PUBLIC HEARING ITEMS

34 There was none.  
35

36 VI. NEW BUSINESS

37 There was none.  
38

39 VII. UNFINISHED BUSINESS  
40

41 A. Depoe Bay Transportation System Plan Update  
42

43 Hageman announced that the Public Hearing is scheduled for March 8<sup>th</sup> and asked Lewis to provide an update.  
44

45 Lewis summarized: (1) 35-day Public Hearing Notice and Draft has been forwarded to the Oregon Department of  
46 Land Conservation and Development (DLCD); (2) 21-day Notice of Public Hearing will be mailed to all Property  
47 Owners on Wednesday, February 15<sup>th</sup> (Transportation System Plan will be incorporated into the Comprehensive  
48 Plan which requires compliance with Measure 56 regulations); (3) The Draft Transportation System Plan is  
49 divided into three parts: Summary, Volume 1, and Volume 2; and (4) Consultant, Reah, DKS Associates, will be  
50 attending the March 8<sup>th</sup> Planning Commission Meeting as well as a City Council Meeting to provide a summary  
51 and address any questions/comments; (5) Valerie, Oregon Department of Transportation, will likely be attending  
52 all the Meetings relating to the Transportation System Plan.

1 Discussion ensued regarding: (1) Conducting a Legislative Public Hearing; (2) Planning Commission will be  
2 making a recommendation to City Council; and (3) Appeal of the City Council decision to the Oregon State Land  
3 Use Board of Appeals procedure.  
4

#### 5 B. Sign Ordinance Amendments 6

7 Lewis summarized: (1) 35-day Public Hearing Notice and Draft will be sent to the Oregon Department of Land  
8 Conservation and Development (DLCD) in April; (2) Notice of Public Hearing will be included with the  
9 Transportation System Plan Notice mailed on Wednesday, February 15<sup>th</sup>; (3) Legislative Public Hearing is  
10 scheduled for Wednesday, May 10<sup>th</sup>; and (4) Planning Commission will be making a recommendation to City  
11 Council.  
12

13 There was brief discussion regarding sending the Draft Sign Ordinance Amendments to the City Attorney for  
14 review/comments prior to the Public Hearing specifically Section X.150 Liability *Sign Owner shall provide proof  
15 of liability insurance and maintain said insurance.*  
16

17 Hageman illustrated (on the white board) a potentially hazardous pedestrian area in the downtown corridor.  
18 Lewis noted that O.D.O.T. typically requires anyone doing improvements in their right-of-way to accept  
19 responsibility for maintenance and liability.  
20

21 The City Planner and Planning Commission ensued in a lengthy discussion and agreed to make additional  
22 changes to the Draft Sign Ordinance (copy attached to original of these Minutes) as listed below in italics:  
23

#### 24 **Section X.020 Nonconforming Signs.**

25  
26 Item 2. a. (2<sup>nd</sup> Paragraph)  
27

28 Exception: When a nonconforming sign is damaged by ~~a single~~ natural events beyond the control of the  
29 owner, i.e. a wind storm, the sign may be rebuilt to the same size and height, using the same types of original  
30 material. This exception does not include a sign that is damaged by lack of maintenance, e.g. dry rot, rust, or  
31 similar types of damage.  
32

#### 33 **Section X.070 C-1, L-I, and M-P Zone requirements.**

34  
35 Item 2. Sign types.  
36

37 a. Wall and Window Signs. A maximum 20% of a building façade is allowed to have signs. This includes the  
38 total combined area of wall and window signs. *Multiple facades may not be aggregated for purposes of  
39 determining sign size.*  
40

41 b. Projecting Signs  
42

43 4) Projecting signs shall not exceed ~~20~~ 9 square feet in area and shall be no more than ~~36 inches~~ 3 feet wide,  
44 3 feet tall and have a maximum thickness of 18 inches. Projecting signs shall extend no more than 42  
45 inches from the building or within two feet of the curb, whichever is less.  
46

47 (Insert) *If a business has a projecting sign, A-Frame signs are prohibited.*  
48

49 e. A-Frame Signs  
50

51 (Insert) *If a business has an A-Frame sign, projecting signs are prohibited.*  
52

1 g. Digital signs. A digital sign may be a wall, window, ~~projecting~~, free-standing, *or* monument, ~~or roof~~-sign. A  
2 digital sign is subject to all sign requirements. For example, if a digital sign is a free-standing or monument  
3 sign, no more than one free-standing or monument sign is permitted per street frontage per property.  
4

5 In conclusion the Planning Commission directed Lewis to prepare the updated Sign Ordinance to be sent to  
6 Oregon Department of Land Conservation and Development (DLCD) and requested that the Public Hearing  
7 Notice and Proposed Sign Ordinance be posted on the City of Depoe Bay Website.  
8

9 C. Ordinance No. 310 – Amend Ordinance No. 24, Planned Development Section 3.410

10  
11 Staff has requested that Ordinance No. 310 (copy attached to original of these Minutes) be posted on the City of  
12 Depoe Bay Website until such time as it is codified into the Depoe Bay Zoning Code.  
13

14 VIII. CITY COUNCIL LIAISON SCHEDULE AND REPORT

15 Hageman reported on (1) Jenna Berman, O.D.O.T. Region 2, Active Transportation Liaison and Larry Lewis,  
16 City Planner – Bicycle and Pedestrian Improvements – West side of Highway 101 from Boiler Bay to Whale  
17 Park. Discussion ensued.

18 Lewis announced that he anticipates receiving a Master Plan for the development of the 80 acres at the north end  
19 of town and an Amendment to the Master Plan for the lower portion. Both Developers are projecting Phase 1  
20 Preliminary Plans will be submitted in the near future. There was brief discussion.  
21

22 Hayes reported on (1) Cynda Bruce, Lincoln County Transit – Bus Shelters; (2) Interview/Appoint Applicants for  
23 City Commissions and Committees; (3) August 21 Solar Eclipse Planning Committee; and (4) Pickup Purchase.  
24

25 Speer volunteered to attend the February 21<sup>st</sup> City Council Meeting on behalf of Hayes. Hageman volunteered to  
26 attend the March 7<sup>th</sup> City Council Meeting on behalf of Speer.  
27

28 IX. PLANNER'S REPORT

29 There was no Land Use Activity Report. Lewis provided a brief oral report: (1) Two Land Use Compatibility  
30 Statements for Marijuana Dispensaries; (2) Addition to a Single-Family Dwelling; and (3) Mini Storage Phase 3.  
31 Discussion ensued regarding Marijuana Dispensaries, the Mini Storage, and the Channel Bookstore property.  
32

33 X. PLANNING COMMISSION CONCERNS

34 There was none.  
35

36 XI. ADJOURN

37 There being no further business, the Meeting was adjourned at 7:15 p.m.  
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41

42 \_\_\_\_\_  
Roy Hageman, President

43  
44  
45  
46 \_\_\_\_\_  
47 Carla Duering, Recording Secretary