

1 Depoe Bay Planning Commission
2 Regular Meeting
3 Wednesday, April 12, 2017 – 6:00 P.M.
4 Depoe Bay City Hall
5

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

10 I. CALL MEETING TO ORDER

11 Hageman called the Meeting to order and established a Quorum at 6:04 P.M.
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13 II. APPROVAL OF MINUTES: March 8, 2017 Regular Meeting.
14

15 Motion: Speer moved to approve the Minutes of March 8, 2017 Regular Meeting as written. Steinke seconded.
16

17 Vote: Motion passed.

18 Ayes: Steinke, Speer, Hageman, Hayes, Taunton
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20 III. ITEMS FROM THE AUDIENCE

21 There was none.
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23 IV. PUBLIC HEARING ITEMS

24 There was none.
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26 VI. NEW BUSINESS
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28 A. Commercial Design Guidelines
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30 Hageman explained why the Planning Commission is discussing/considering Commercial Design Guidelines. He
31 noted the Planning Commission directed Lewis to provide them with a copy of the recently adopted City of
32 Waldport Architectural Guidelines and Standards for review/discussion tonight.
33

34 Lewis summarized the Waldport Development Code Chapter 16.30 Downtown District Zone DD (copy attached
35 to original of these Minutes). He noted that the guidelines and standards were adopted with the intention to create
36 retail streetscape vibrancy (increases pedestrian traffic) throughout the Downtown District. He gave an example
37 of how Waldport was able to apply the guidelines/standards to a recently submitted plan for a Dollar General
38 Store.
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40 The Planning Commission and City Planner discussed the following: (1) How the standards would be applied to
41 a Planned Development; (2) Anticipated future development (South of the Bridge and northern section of town);
42 (3) Preference to have the Commercial Design Guidelines as a Section separate from Section 3.110 Retail
43 Commercial Zone C-1; (4) Existing parking requirements and issues; (5) Parking study results (approximately 15
44 years ago); (6) Text Amendment process/recommendation to City Council; (7) Hwy. 101 bi-pass; (8) Encourage
45 cape cod architectural features/facades; (9) Concessions/allowances/incentives if guidelines are followed; (10) No
46 person who works downtown should park a vehicle on Hwy. 101; (11) General purpose/public parking; (12) Solar
47 Eclipse Event is a tremendous opportunity to showcase our community; (13) Synopsis of Solar Eclipse Planning
48 Committee discussions; and (14) City will be mailing notifications to increase citizens/business awareness of the
49 August 21 Event including tips on how to prepare.
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1 In conclusion the Planning Commission directed Lewis to prepare a Commercial Design Guidelines draft
2 document for review/discussion at the next meeting.

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4 VII. UNFINISHED BUSINESS

5 There was none.

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7 VIII. CITY COUNCIL LIAISON SCHEDULE AND REPORT

8 Steinke reported on the following: (1) August 21 Solar Eclipse Planning Committee; and (2) Fleet of Flowers –
9 Request \$2,000 Donation.

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11 Lengthy discussion followed regarding the Outdoor Warning and Public Alert System.

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13 IX. PLANNER'S REPORT

14 Lewis reviewed the Planner's Report – Land Use and Building Permit Activity March 2, 2017 thru April 5, 2017
15 (copy attached to the original of these Minutes).

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17 X. PLANNING COMMISSION CONCERNS

18 Steinke requested that Hageman keep him informed on the status of the Outdoor Warning and Public Alert
19 System and expressed his disappointment that the System is not being audibly tested and activated.

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21 XI. ADJOURN

22 There being no further business, the Meeting was adjourned at 7:30 p.m.

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28 Roy Hageman, President

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32 Carla Duering, Recording Secretary