

1 Depoe Bay Planning Commission
2 Regular Meeting
3 Wednesday, May 10, 2017 – 6:00 P.M.
4 Depoe Bay City Hall
5

6 PRESENT: J. Speer, R. Hageman, J. Hayes, B. Taunton
7 ABSENT: G. Steinke
8 STAFF: City Planner L. Lewis, Recording Secretary C. Duering
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: April 12, 2017 Regular Meeting.
15

16 Motion: Hayes moved to approve the Minutes of April 12, 2017 Regular Meeting as written. Speer seconded.
17

18 Vote: Motion passed.

19 Ayes: Speer, Hageman, Hayes, Taunton
20

21 III. ITEMS FROM THE AUDIENCE

22 There was none.
23

24 IV. PUBLIC HEARING ITEMS
25

26 A. Sign Ordinance Amendments
27

28 Hageman explained the less formal Public Hearing procedure.
29

30 Lewis summarized his Memorandum to the Planning Commission regarding the Draft Sign Ordinance
31 Amendments – City Attorney Review (copy attached to original of these Minutes). He specifically noted The
32 City Attorney stated that it generally looks fine with the exception in Section X.150 Liability *Sign Owner shall*
33 *provide proof of liability insurance and maintain said insurance.*
34

35 Written testimony was received from Jane Richardson and Siletz Tribal Business Corporation (copies attached to
36 original of these Minutes).
37

38 The Planning Commission directed Staff to provide the Parks Commission a copy of Jane Richardson's
39 Testimony requesting warning signage at the City Park Bridge and Community Hall Stairs for their review and
40 consideration.
41

42 Discussion ensued regarding: Section X.150 Liability and typical commercial/business insurance policy
43 coverage. The City Planner suggested in lieu of requiring proof of liability insurance the Sign Permit Application
44 could be revised to include language that encourages the Applicant to have adequate liability coverage.
45

46 Debbie Callendar, City Councilor, 151 S.E. South Forty Lane, agreed with the proposed Text Amendments. She
47 would like to see standards that require: Tri-pod signs to be securely placed; Feather Signs to be in an upright
48 position (not leaning over the sidewalk or into the roadway); and repaired or replaced when damage occurs i.e.
49 shredded, faded, etc.
50

51 The Planning Commission discussed her concerns and felt they have included adequate language to ensure proper
52 placement, maintenance, and appearance of A-Frame and Feather Signs.

1 Michael Phillips, 1035 S.W. Walking Wood, provided comments as the Senior Business Development Officer for
2 Siletz Tribal Business Corporation, owner of 272 S. Hwy. 101, a South of the Bridge property with a rather large
3 roof and building façade that is exposed to traffic going north on Hwy. 101. Previous tenants have had roof
4 signage. He asked the Planning Commission to explain how/why they came to a decision to prohibit roof signs
5 and murals. He also requested a Confederated Tribes of the Siletz flag be allowed on tribal owned property.
6

7 Hageman briefly summarized the Planning Commission’s deliberations. He explained the rationale/objective that
8 led the Planning Commission to prohibit roof, murals, and billboard signage in Depoe Bay. There was lengthy
9 discussion.
10

11 Michael Phillips reiterated that they are looking at new approaches for their vacant building and want to ensure
12 they blend in with the City’s larger economic process. In conclusion he clarified that they are not opposed to the
13 proposed Sign Ordinance Amendments and are pleased to learn about the City’s South of Bridge Improvement
14 Project.
15

16 The Public Hearing was closed and deliberations began.
17

18 The City Planner and Planning Commission ensued in a brief discussion and agreed to make additional changes to
19 the Draft Sign Ordinance (copy attached to original of these Minutes) as listed below in italics:
20

21 **Section X.030 Scope.**
22

23 (Bold Print) U.S. Flags ~~and~~, Oregon State Flags, and *Federally Recognized Tribal Flags* of any quantity or size may
24 be placed anywhere. They must meet any applicable safety standards, and shall not slow pedestrian or bicycle
25 flow traffic or impede visibility and shall not interfere with vehicle traffic flow or visibility. U.S. Flag ~~and~~,
26 Oregon State Flag, and *Federally Recognized Tribal Flag* displays shall not include business, company or
27 commodity advertising.
28

29 **Section X.150 Liability.**
30

31 (Last Sentence) ~~Sign Owner shall provide proof of liability insurance and maintain said insurance.~~
32

33 Hageman called for a Motion.
34

35 Motion: Speer moved to recommend approval of the Draft Sign Ordinance Amendments as revised in this
36 Meeting. Taunton seconded.
37

38 Hageman said it was moved and seconded, and called for discussion. There was none.
39

40 Vote: Motion passed.

41 Ayes: Hageman, Hayes, Taunton, Speer
42

43 VI. NEW BUSINESS

44 There was none.
45

46 VII. UNFINISHED BUSINESS

47 A. Commercial Design Guidelines
48

49 Hageman explained why the Planning Commission is discussing/considering Commercial Design Guidelines. He
50 noted the Planning Commission directed Lewis to provide them with a copy of the recently adopted City of
51 Waldport Architectural Guidelines and Standards for review/discussion at the last Planning Commission Meeting.
52

1 Hageman noted that Lewis prepared the draft guidelines for tonight's discussion and he added potential additional
2 language and comments. He stressed that this is a very preliminary draft and anticipates the process to be rather
3 lengthy (6 months to a year before finalized).

4
5 Lewis and Hageman summarized the Draft Commercial Design Guidelines (copy attached to original of these
6 Minutes). There was brief discussion.

7
8 An audience member stated this is a wonderful idea. Urban Renewal may be able to provide the incentive for
9 conformance. She isn't sure how it will be implemented, but thinks it is a worthwhile endeavor.

10
11 The Planning Commission and audience discussed the following: (1) Seawall entices people to stop in the
12 downtown corridor; (2) Under the bridge access has the potential to be an attractive (beautiful channel view), safe,
13 pedestrian friendly walkway; (3) Less restrictive Parking and Building Height Standards promote remodeling,
14 expansion, and development – Biggest impediment to commercial development is satisfying Parking
15 Requirements; (4) South of the Bridge Infrastructure Improvement Project will increase Hwy. 101 on-street
16 parking spaces; (5) Crosswalks with curb extensions, narrow travel lanes, and sidewalks will slow down
17 motorists; (6) Parking study results; (7) The City of Ashland eliminated Parking Requirements and collected
18 funds for a future parking garage; (8) Reducing Off-Street Parking Requirements South of the Bridge and from
19 Bechill to the Bridge to encourage redevelopment; (9) Concessions/allowances/incentives if Commercial Design
20 Guidelines are followed; (10) Hwy. 101 Bypass; (11) Potential for a parking arcade/garage between Conway and
21 Bay Street; and (12) Pedestrian, shopping, and parking habits.

22
23 Hageman encouraged the audience members to provide additional comments and invited them to attend future
24 meetings. Hageman made an effort to recruit an audience member to serve on the Planning Commission.

25
26 VIII. CITY COUNCIL LIAISON SCHEDULE AND REPORT

27 There was none.

28
29 IX. PLANNER'S REPORT

30 Lewis reviewed the Planner's Report – Land Use and Building Permit Activity April 6, 2017 thru May 3, 2017
31 (copy attached to the original of these Minutes).

32
33 X. PLANNING COMMISSION CONCERNS

34 There was brief discussion regarding flat, peaked, gabled, and mansard roofs. Hageman plans to make a
35 recommendation to City Council to proceed with Commercial Design Guidelines Text Amendments after the City
36 Council Sign Ordinance Public Hearing.

37
38 XI. ADJOURN

39 There being no further business, the Meeting was adjourned at 7:43 P.M.

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44 _____
45 Roy Hageman, President

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47
48 _____
49 Carla Duering, Recording Secretary