



**PLANNING COMMISSION MEETING MINUTES ~ APPROVED
JUNE 23, 2011 AT 5:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Planning Commission were recorded on tape and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at www.DunesCity.com

1. CALL TO ORDER

The Planning Commission meeting was called to order by Chairman Lee Riechel at 5:06 pm.

2. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

3. SWEARING IN OF NEW PLANNING COMMISSIONER

City Recorder Fred Hilden swore in Paul Gargis as the newest Planning Commissioner.

4. ROLL CALL

Roll Call was taken by City Recorder Fred Hilden.

Present: Planning Chairman Lee Riechel, Planning Vice-Chairman George Burke, Commissioner Darlene Beckman, Commissioner Paul Gargis, Commissioner Ken Henderson, and Commissioner Norman Martin.

Absent: None

Others Present: City Recorder Fred Hilden.

5. APPROVAL OF THE AGENDA

Commissioner Beckman made a motion to approve the Agenda as presented. Vice-Chairman Burke seconded the motion. The motion passed by unanimous vote.

6. CONSENT AGENDA

Chairman Riechel asked if there were any changes to the minutes presented tonight and Commissioner Henderson said he had some changes he would like to make.

Chairman Riechel stated that the Commission would not approve the Consent Agenda and they would discuss each set of minutes separately.

- Planning Commission Meeting Minutes from 04/28/2011.

Commissioner Henderson referenced the top of page 6 regarding the shoreland vegetation removal permit. Commissioner Henderson said the comment should be “Commissioner Henderson stated that he sits with home owner, Mark Chandler on the Water Quality Committee. Mr. Chandler is Dunes City’s chief water tester and has extensive knowledge of the regulations and provisions regarding the riparian zone.”

Commissioner Henderson said additionally, when they have adjournment, typically it is written in the minutes what time the meeting adjourned and this is not included in the minutes.

Chairman Riechel stated that the time may not be easily recoverable and asked if the Commission would approve leaving the adjournment time off of this set of minutes.

The Planning Commission came to a consensus that the adjournment time would be left off of the 04/28/2011 meeting minutes.

City Recorder Fred Hilden stated that the footer has an incorrect date and it should read HN/20110428.

Chairman Riechel commented that this is just a file number.

City Recorder Fred Hilden explained that “HN” is Administrative Assistant Haley Nelson’s initials and “20110428” stands for the year 2011, the month of April, and the meeting date of the 28th. City Recorder Fred Hilden said this is not a content issue and it could be corrected administratively.

Commissioner Beckman made a motion to approve the meeting minutes of 04/28/2011 as amended. Commissioner Henderson seconded the motion. The motion passed by unanimous vote.

- Planning Commission Special Work Session Meeting Minutes from 05/17/2011.

Commissioner Henderson made a motion to approve the meeting minutes of 05/17/2011 as presented. Vice-Chairman Burke seconded the motion.

Commissioner Martin requested to have discussion on the meeting minutes of 05/17/2011. Commissioner Martin said he thought they postponed some things that they looked at and wondered if those items are included in the minutes.

Commissioner Beckman said some of them are included.

Chairman Riechel said the minutes do not say that the review was completed.

Vice-Chairman Burke said it appears that the minutes include the motions that were made in the past and the stuff that was postponed to another date is just not in the minutes and it will be dealt with on another date.

Chairman Riechel said he would like to re-address those items tonight.

The motion made by Commissioner Henderson and seconded by Vice-Chairman Burke to approve the meeting minutes of 05/17/2011, as presented, was passed by unanimous vote.

7. ANNOUNCEMENTS / CORRESPONDENCE / DISCUSSION ~ None

8. CITIZEN INPUT ~ None

9. PUBLIC HEARING ~ None

10. NEW BUSINESS ~ None

11. UNSCHEDULED ITEMS NOT LISTED ON THE AGENDA ~ None

12. UNFINISHED / OLD BUSINESS

Chairman Riechel called for a recess at 5:24 pm so the Planning Commission could enter into a Work Session.

Chairman Riechel reconvened the meeting at 5:28 pm.

- Continuation of Chapter 155 Code Revision Review

Chairman Riechel referenced the two memos, one of which references changes to the Comprehensive Plan Buildable Lands Inventory and the other which references changes to the Comprehensive Plan Citizen Involvement Program. He said Lisa Ekelund put together a memo regarding the Citizen Involvement. Chairman Riechel said he decided to re-address these items after what occurred at the last City Council meeting. Chairman Riechel said he thought the memo regarding the Buildable Lands Inventory was very concise. Chairman Riechel said during the City Council meeting, it became obvious to him that the City Council expects the Planning Commission to do a lot more than make a simple recommendation. Chairman Riechel said essentially he was told to take this back to the Planning Commission and re-work it so that not only do they have a recommendation to do this but they also have the State rules validation that buildable lands inventory is required and if it is required, to detail a plan or a set of criteria that they have to meet to do a Comprehensive Plan modification. Chairman Riechel stated that the City Council wants all of these items in the memo from the Planning Commission. Chairman Riechel said if they are going to do all of this, they might as well present a proposed Ordinance as well.

13. ADJOURNMENT

There being no further business to come before the Planning Commission, Commissioner Beckman made a motion to adjourn the meeting. Commissioner Henderson seconded the motion. The motion passed by unanimous vote.

Chairman Riechel adjourned the meeting of the Planning Commission at 7:10 pm.

APPROVED BY THE PLANNING COMMISSION ON THE 19th DAY OF JULY 2011.

[Signed copy available at Dunes City Hall]
Lee Riechel, Planning Commission Chairman

ATTEST:

[Signed copy available at Dunes City Hall]
Fred Hilden, City Recorder