



**PLANNING COMMISSION REGULAR SESSION MINUTES ~ APPROVED  
JULY 28, 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](http://www.DunesCity.com)

**1. Call to Order**

The Planning Commission meeting was called to order by Chairman, Lee Riechel at 5:07 pm.

**2. Pledge of Allegiance**

All who were present stood for the Pledge of Allegiance.

**3. Roll Call**

Roll Call was taken by Lee Riechel.

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

**Absent:** None

**Others Present:** City Recorder Fred Hilden and Marv Beckman.

**4. Approval of the Agenda**

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

**5. Approval of the Minutes**

**Commissioner Beckman made the motion to approve the minutes of the Special Session on July 19, 2011. Commissioner Henderson seconded the motion. The motion passed by unanimous vote.**

**6. Announcements / Correspondence / Discussion**

No Announcements

7. **Citizen Input** - None
8. **Public Hearing** - None
9. **New Business** – None
10. **Unfinished / Old Business**

Vice-Chairman Burke asked about the recent resignation received from Haley Nelson. City Recorder Fred Hilden explained the circumstances of Haley's resignation and read the letter of resignation into the record. Haley's resignation is effective August 11, 2011. A new person will be starting on Monday August 1<sup>st</sup> 2011, working a minimum of 20 hours per week. Fred noted that the Administrative Assistant position had turnover of 5 people in the year and a half before he joined the City.

- Code Section Assignments and Discussion by Commissioners

Discussion followed on the best method to handle revisions to the code. Each Commissioner will continue with the revision of the section previously assigned to them.

Commissioner Henderson - Section 1; Commissioner Beckman - Section 2; Chairman Riechel - Section 3; Vice-Chairman Burke - Section 4; and Commissioner Martin – Section 5.

**11. Unscheduled Items Not Listed On the Agenda** - None

**12. Adjournment**

**There being no further business to come before the Planning Commission, Vice-Chairman Burke made a motion to adjourn the meeting. Commissioner Henderson seconded the motion. The motion passes by unanimous vote. Chairman Riechel adjourned the meeting of the Planning Commission at 7:05 pm.**

**APPROVED BY THE PLANNING COMMISSION ON THE 2<sup>nd</sup> DAY OF AUGUST 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