

**DUNES CITY PLANNING COMMISSION
REGULAR MEETING
JANUARY 16, 2002**

I. CALL TO ORDER

Chair Lee Riechel called the meeting to order at 7:00 p.m.

II. ROLL CALL

Present: Chair Lee Riechel, Commissioners, Don Puderbaugh; Dan Karnes; Bryce Spankroy, and Planning Secretary Jeannie Cerda and City Recorder Mary Spankroy. There were four people in the audience at the beginning of the meeting.

III. APPROVAL OF MINUTES

Chair Riechel made a motion to approve the September 19, 2001 minutes with corrections. D. Puderbaugh seconded the motion. The voting was unanimous and the motion passed.
4-eyes

D. Puderbaugh made a motion to approve the October 17, 2001 minutes with corrections. D. Karnes seconded the motion. The voting was unanimous and the motion passed.
4-Ayes.

IV. ANNOUNCEMENTS & CORRESPONDENCE

A. Planning Secretary J. Cerda announced that there would be a work-session with a representative from the State Department of Forestry. The focus of the discussion will be on the Forest Practices Act and the city's rights and responsibilities pertaining to land use decisions city code, etc. A date has not yet been set.

V. ELECTION OF OFFICERS

A. Nomination and Election of Planning Commission Chair and Vice-Chair for 2002.

B. Spankroy nominated Lee Riechel for the position of Planning Commission Chair. The nomination was seconded. The voting was unanimous and the motion passed.

D. Puderbaugh nominated Dan Karnes for the position of Vice Chair. The motion was seconded. The voting was unanimous and the motion passed.

VI. NEW BUSINESS

A. INTERPRETATION OF ALTERATION OF NON-CONFORMING STRUCTURES AND USE.

Paul K. Jensen, Architect: 88906 Highway 101, Florence Oregon,

Mr. Jensen stated that he has been retained by the owners of Tax Lot 1200 of Map No. 19-12-11-4, to remodel their home(s). The property currently has two homes and several cottages on a single tax lot. House A is approximately 45' from the lake; house "B" is clearly outside the riparian setback. The property owners would like to build an enclosed passage connecting the two homes into one. They would not be increasing the square footage except for the covered passage. There will be no bedroom additions, etc. The addition that would connect the two homes would be outside the riparian area setback. Therefore, an interpretation of the code is needed as the improvements are not within the setback, and they are non-conforming structures that were grandfathered in.

After a lengthy question and answer period, the Planning Commission determined that the proposal would not be increasing the non-conformity but would decrease the non-conformity by creating one home but would still be a non-conforming structure as house "A" encroaches the 50' setback.

The Planning Commission found that a variance would be required should the property owners choose to combine the two homes. The Planning Commission stated that the application should state the exact encroachment into the setback and should state that the joining of the two homes would decrease non-conformity.

B. Woahink Lake Association Septic System

Mayor Rob Ward presented a letter addressed to the City Council and Planning Commission from Woahink Lake Association dated October 24, 2001. The letter requested that Dunes City address septic systems and perhaps develop a plan to monitor the septic systems in Dunes City, this to "...help preserve the water quality of Woahink Lake ..."

Mayor Ward agreed that this issue needs to be addressed as Dunes City does not currently monitor or require system checks. Mayor Ward stated that even though Dunes City cannot directly address water quality at this time, a systems check and requirements for all of the septic systems in Dunes City would indirectly help preserve water quality.

The Planning Commissioners, Susie Navetta of Woahink Lake Association, and Mayor Ward had a lengthy discussion regarding the septic systems in Dunes City. It was agreed upon by all that this following topics need to be further addressed with the assistance of a specialist in this field.

The Planning Commission and Mayor Ward agreed upon the following:

- Project Title: Septic System Maintenance Program
- Project Goal: To Maintain Water Quality and Public Health
- Project Intent: To have all septic systems in Dunes City functioning and maintained according to identifiable standards.

Project Components:

1. Applied Citywide
2. Fair & Affordable
3. A Definable Inspection
4. Education of Citizens in System Management
5. Resources for Necessary Upgrades
6. Consequences of Non-Action

Pre-Program Questions:

1. Are there current in-service standards for septic systems (DEQ, Lane Co., etc.)?
2. Define related existing rules and regulations
3. Program costs to the City
4. Possible grants/loans to aid in system improvements
5. Familiarization of various systems make-up.

Possible Program Resources:

1. DEQ – Pam Blake, Water Quality, Coos Bay office.
2. Lane Co. – Bruce Mower, Sanitarian
3. Ten-Mile Lake Association
4. LCOG – Water Quality Grant/DLCD
5. Local Septic Systems Installers/Services
6. Internet Resources
7. Portland State University
8. CH₂M Hill

The Planning Commission instructed City Staff to set-up an appointment with Pam Blake of DEQ, Mayor Ward, Suzie Navetta, the Planning Commission, and other interested parties.

C. ABATEMENT RECOMENDATION

- (1) Carroll Property
19-12-11-4, Tax Lot 2400
5596 Canary Road

- (2) Watts Property
19-12-34-2-1, Tax Lot 1000
4683 (aka 4673) Pacific Avenue

The Planning Commission reviewed all the notification documents, site review reports, and information regarding the violations on the Carroll property and the Watts property.

The Planning Commission finds that even though the city has repeatedly attempted to notify and encourage the cleanup of these properties, the properties remain in violation of Dunes City Code.

Therefore, it is the recommendation of the Planning Commission that the city immediately begin abatement procedures on these properties.

VII. OLD BUSINESS

A. Draft Master Road Plan

The Planning Commission reviewed the "Draft Master Road Plan" presented by the Road Commission. After careful review and discussion, the Planning Commission unanimously agreed to recommend that the City Council not approve the Master Road Plan until the following items are addressed:

1. All DCCO Sections be removed and incorporated by section reference only. The Planning Commission feels that duplicating the city code text in the Master Road Plan (even with existing disclaimers) will result in the code officially residing in two places, as the Master Road Plan will have the power of an ordinance by resolution.
2. Future road extensions section be deleted or changed to include topographical, demographic, and environmental data. As presented in the master road plan, the "Future Road Extension" Section is unusable to the Planning Commission.
3. The Master Road Plan should address road design for emergency vehicle ingress/egress in specific.

The Planning Commission agreed that there are many positive aspects to the Master Road Plan and greatly appreciate all the time and effort committed to creating this document.

B. Technical Assistance Grant

L. Riechel announced that a Dunes City recently submitted an application for a Technical Assistance Grant to aid in the review and revision of Dunes City Code of Ordinances.

VIII. UNSCHEDULED ITEMS NOT LISTED ON AGENDA

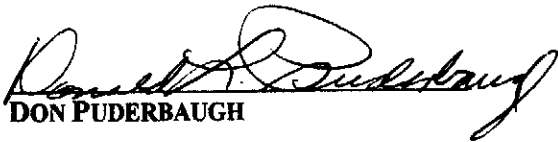
None

IX. ADJOURNMENT

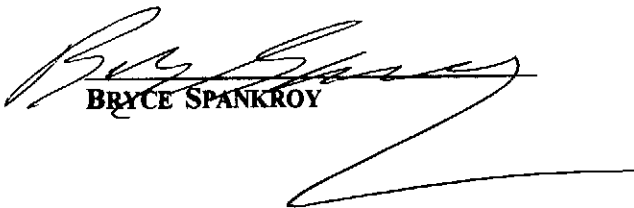
Chair Riechel adjourned the meeting at 9:30 p.m.



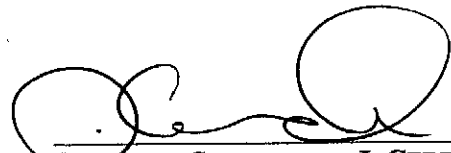
CHAIR, LEE RIECHEL




DON PUDERBAUGH



BRYCE SPANKROY



PLANNING SECRETARY, J. CERDA



DAN KARNES

STEVE HARDEMAN