



# CITY OF REDMOND

## Community Development Department

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**REDMOND URBAN AREA PLANNING COMMISSION**  
411 SW 9<sup>th</sup> Street– Council Chambers  
Redmond, OR 97756  
Monday, March 5, 2018  
6:30 PM

## Agenda

### UAPC Members

James  
Cook,  
Chair

William  
Hilton,  
Vice Chair

David  
Allen

Ross  
Centers

Krisanna  
Clark  
Endicott

Alicia  
Wobbe

Joseph  
Zika

Brandon  
Roberts  
Youth Ex  
Officio

- I. CALL TO ORDER / INTRODUCTIONS
- II. CITIZENS COMMENTS
- III. APPROVAL OF MINUTES
  - a. January 23, 2018(Exhibit 1)
  - b. Feburary 5, 2018 (Exhibit 2)
- IV. DISCUSSION ITEMS
  - a. ADU Setback Issues-oral report, details to arrive under separate cover
  - b. Removal of Additional Housing Barriers
- V. STAFF COMMENTS
- VI. COMMISSIONER COMMENTS
- VII. ADJOURN

*Next Planning Commission meeting, March 19, 2018*

\*Please note that these documents are also available on the City's website [www.ci.redmond.or.us](http://www.ci.redmond.or.us); click on City Government, hover on Commissions and Committees, click on Urban Area Planning Commission. You may also request a copy from City Records Office 923-7751 or email [KellyM@ci.redmond.or.us](mailto:KellyM@ci.redmond.or.us)

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**DRAFT**

**CITY OF REDMOND**  
Community Development Department

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**REDMOND URBAN AREA PLANNING COMMISSION**  
**MINUTES**

**January 23, 2018**

Redmond Municipal Airport-Roberts Field  
2522 SE Jesse Butler Circle, Suite 17, Redmond, Oregon

**Commissioners Present:** Chair James Cook, David Allen, Ross Centers, Krisanna Clark-Endicott, Alicia Wobbe, Joseph Zika III (*absent: Vice-Chair William Hilton*)

**Youth Ex Officio Absent:** *Brandon Roberts*

**City Staff:** Deborah McMahan, *Planning Manager*; Zachary Bass, *Airport Director*; Fred LeLacheur, *Airport Engineer*; Cameron Prow, *TYPE-Write II*

**Visitors:** George Endicott, *Mayor*

**Media:** None

*(Agenda items appear in the order discussed. The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)*

**I. CALL TO ORDER – INTRODUCTIONS**

Chair Cook called the regular meeting of the Redmond Urban Area Planning Commission (PC) to order at 11:12 a.m. with a quorum of commissioners (6 of 7) present.

**II. CITIZEN COMMENTS**

None.

**III. WORK SESSION – AIRPORT MASTER PLAN**

Ms. McMahan explained the review process for the Redmond Airport Master Plan which is part of the Transportation System Plan.

Mr. Bass said the Airport Master Plan is usually updated every 10 years; the last update was in 2005. His overview (PowerPoint) covered impact of growth on airport facilities, five-year capital improvement program, funding, new projects timeline, new leasing process, FAA (Federal Aviation Administration) requirements, and how the airport manages land inside and outside the security fence. He emphasized the importance of the airport's retaining flexibility in using land in the future.

Mayor Endicott said he was chairing the airport master-planning process. He provided a progress report, meeting timeline, and summary of factors used to forecast future needs. The airport will hold an open house on the airport master plan on March 14, 2018.

Ms. McMahan asked airport staff to inform her when the airport master plan is ready for a public hearing, so she can provide the required 35-day notice to the Oregon Department of Land Conservation and Development.

Mr. LeLacheur provided a short “Engineer’s Lesson” on how the Instrument Landing System works.

Commissioners requested information about:

- Frequency of master plan updates
- Revenue sources
- Funding resources to address emergency preparedness
- Factors driving airport expansion
- Need for future runways longer than 10,000 feet
- Parking
- Impact of ride-hailing services on parking needs
- Fiscal impact of bonds
- General aviation (GA) operation vs. Commercial air service – percentage of traffic, cost effectiveness, motivation to provide GA if it has a lower return on investment
- Future use of current snow removal equipment building
- Uses allowed in an Airport Overlay Zone
- Impact of an Airport Overlay Zone on other City-owned property
- Priority uses (and users) of airport land
- Impact of FAA regulations on land use planning outside the Airport

Chair Cook called a short break at 12:33 p.m. and reconvened the meeting at 12:38 p.m.

Planning staff concerns included cost analysis of runway extension alternatives, economic analysis data regarding growth, streamlining the Airport Master Plan to reduce “red tape” (processing barriers), moving under-utilized zones on airport land to other parts of the city to improve their economic impact, potential of the airport’s doing land swaps, impact of the perimeter boundary on land-use planning (FAA height restrictions) by public and private developers, and origin of runway numbering system.

#### **STAFF COMMENTS**

Annual Recognition and Training: Monday, February 26, 2018, 5 p.m.

Next PC meeting: not yet scheduled.

#### **V. COMMISSIONER COMMENTS**

None.

#### **VI. ADJOURN**

**Motion 1** (6/0/0): Commissioner Centers moved to adjourn. Commissioner Allen seconded the motion which passed unanimously.

With no further business, Chair Cook adjourned the meeting at 12:52 p.m.

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

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James Cook  
Chair

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Deborah McMahon  
Planning Manager



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**REDMOND URBAN AREA PLANNING COMMISSION**  
**MINUTES**

**February 5, 2018**

Redmond City Hall, 411 SW 9<sup>th</sup> Street – Council Chambers, Redmond, Oregon

**Commissioners Present:** Chair James Cook, Vice-Chair Krisanna Clark-Endicott, David Allen, Ross Centers, Alicia Wobbe, Joseph Zika III (*absent: William Hilton*)

**Youth Ex Officio:** Brandon Roberts

**City Staff:** Deborah McMahon, *Planning Manager*; Cameron Prow, *TYPE-Write II*

**Visitors:** Jayne and Lindsay Simmons

**Media:** Allie Colosky, *The Bulletin*

*(Agenda items appear in the order discussed. The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)*

**I. CALL TO ORDER – INTRODUCTIONS**

Chair Cook called the regular meeting of the Redmond Urban Area Planning Commission (PC) to order at 6:30 p.m. on Monday, February 5, 2018, with a quorum of commissioners (6 of 7) present.

Mr. Roberts introduced himself as a sophomore student at Redmond Proficiency Academy. He said he was recommended for this position by the Government teacher, Matt Killpack.

Ms. McMahon welcomed Mr. Roberts and promised to provide a binder with appropriate materials.

Chair Cook asked how Mr. Roberts should participate in discussions. Ms. McMahon responded that she would review Mr. Roberts' level of participation during her orientation session with him.

**II. CITIZEN COMMENTS**

Ms. Simmons read a statement about her and her husband's concerns about an application for a marijuana growing and processing facility near her property at 4800 SW Highway 126 (Highland Avenue). Deschutes County initially approved the application by Evolution Concepts but later denied it, following an appeal by neighbors. Evolution Concepts could reapply a year after the Notice of Decision which was mailed on January 2, 2018. She asked the City to consider expanding the reserve urban growth boundary (UGB) on the south side of Highway 126 west of Helmholtz to match the north side of the highway. She stated her belief that doing so would prevent Evolution Concepts from reapplying successfully, since the City of Redmond has said no to pot within the city limits or urban reserve.

Commissioner Centers asked about the UGB expansion process. Ms. McMahon summarized the process she would use to determine if UGB expansion in this area was warranted and asked Ms. Simmons to stay in contact. Commissioner Centers further clarified that Ms. Simmons was

asking the City to change the UGB to prevent her neighbor from engaging in a lawful use of his land.

### III. APPROVAL OF MINUTES

#### A. November 20, 2017

**Motion 1** (6/0/0): Commissioner Centers moved to approve the November 20, 2017, minutes as submitted. Commissioner Zika seconded the motion which passed unanimously.

### IV. DISCUSSION ITEMS

#### A. Vote on Selection of Chair and Vice-Chair

Commissioner Allen nominated Commissioner Cook to serve as Chair for calendar year 2018. Commissioner Wobbe seconded the nomination. Commissioners voted unanimously (6/0/0) for Commissioner Cook.

Commissioner Centers nominated Commissioner Allen to serve as Vice-Chair for calendar year 2018. Commissioner Wobbe nominated Commissioner Clark-Endicott. Commissioner Clark-Endicott seconded Commissioner Wobbe's nomination. Commissioner Allen declined serving as Vice-Chair. Commissioner Cook seconded Commissioner Centers' nomination. Commissioners voted unanimously (6/0/0) for Commissioner Clark-Endicott as Vice-Chair for 2018. Commissioner Allen received no votes.

#### B. Oral Report on ADU Refinements

Ms. McMahon summarized the background of this issue and its impact on Redmond's ability to encourage building of accessory dwelling units (ADUs). She said the purpose of doing this now was to encourage more affordable housing and remove a barrier to fair housing.

Chair Cook requested a work session before the Planning Commission's public hearing on this issue.

Commissioner concerns included maximum height of a second-story, impact on neighboring yards, notice requirements, minimum lot sizes, City regulations about short-term rentals of ADUs, current SDCs (system development charges) on ADUs, purpose of 20-foot rear-yard setbacks, if apartments would be allowed over a garage on a rear alley, zoning restrictions, preventing ADUs from being built on every lot, and reducing the 800-square-foot maximum size of ADUs.

#### C. Oral Report on HB 4079

Ms. McMahon said Oregon House Bill 4079 created an affordable housing pilot program. Cities over 25,000 in population will compete for the right to expand the UGB by parcels fewer than 50 acres for purposes of affordable housing. She provided copies of Oregon Administrative Rule 660-039-0000 and a timeline of steps Redmond will take to submit its formal application by the June 1, 2018, deadline. The City has completed the state's preapplication process. She outlined the final application requirements. Redmond is negotiating purchase of a 40-acre county-owned parcel in an area in the Eastside Framework Plan designated for medium-to-high-density development. The concept is to create a mixed-income neighborhood of 400-500 dwelling units in a variety of housing types; market-rate housing will be included. The City would not develop the land but would control the outcomes through homeowner associations and CC&Rs. She is researching what cities with experience in this type of development have done. Redmond is competing with Bend and Eugene. If selected, Redmond's project could be used as a template for other communities. She pointed out affordable housing was a community issue that crossed UGB lines and said Redmond's affordable housing problem wasn't going away.

Commissioners discussed when the state's decision would be made, who would develop the parcel, number of staff hours needed to complete the formal application, criteria for selecting developers to participate, how to assure the houses built will stay affordable, and density requirements. Mr. Roberts felt it was unrealistic to expect contractors and builders to go along with the low-income housing rules unless they were required to do so.

**V. STAFF COMMENTS**

Ms. McMahon asked commissioners to contact her about upcoming training opportunities during fiscal year 2018-2019 so she can inform the Budget Committee. She is working with the Chair and Vice-Chair on a presentation about the Planning Commission's accomplishments over the last year, which will be made to City Council on Monday, February 26. Staff work on PUD (planned unit development) standards is continuing but has been delayed by work on HB 4079.

Next regular meeting: Monday, March 5, 2018, 6:30 p.m.

**VI. COMMISSIONER COMMENTS**

Chair Cook requested a status report on the neighborhood revitalization plan. Ms. McMahon said the project management team would meet later this week.

Commissioner Centers recommended staff, and perhaps a planning commissioner, attend the Strong Towns Summit. This organization is devoted to fiscal sustainability and urban design in light of a long horizon with probable, unforeseeable economic changes.

Commissioner Zika requested an update on the status of the PUD (planned unit development) standards. Ms. McMahon replied City staff was meeting monthly with COBA (Central Oregon Builders Association). The original intent was to front lots on open space, provide a linkage to the community, and add assets (more trail connections or an additional park).

Commissioner Zika said the realtors have a grant for a comprehensive plan consultant and have also set aside money for studying when commercial properties could be included in a PUD.

Chair Cook asked about the notice radius for public hearings and the size, location, and number of signs posted on affected properties. Ms. McMahon said the current notice radius was 100 feet, which she felt was small for the kind of growth Redmond is experiencing.

Commissioner Allen expressed concern about mailing costs to the City from a 500-foot notice radius and suggested adding the City logo and/or color to the signs to indicate an official action. Ms. McMahon said she would bring samples of the current property signs for commissioner review.

**VIII. ADJOURN**

With no further business, Chair Cook adjourned the meeting at 7:33 p.m.

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
James Cook  
Chair

\_\_\_\_\_  
Deborah McMahon  
Planning Manager