



CITY OF REDMOND
Community Development Department

716 SW Evergreen Avenue
Redmond, OR 97756-2242

Phone **541-923-7721**
Fax **541-548-0706**

www.ci.redmond.or.us

REDMOND URBAN AREA PLANNING COMMISSION

Minutes

Tuesday, June 19, 2012

City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon

Commissioners Present: Chair Eric Porter, Anne Graham, Bob Bleile, Katie McDonald
(absent: *Stan Clark*; 2 positions vacant)

City Staff: Heather Richards, *Community Development Director*; James Lewis, *Long-Range Planner*;
Cameron Prow, *TYPE-Write II*

Visitors: Trish Pinkerton, *Redmond Spokesman*

*(scribe CP's note: The minutes were created from an audio record and notes taken at the meeting.
The three digits after the motion title shows the number of members voting in favor/against/abstaining.)*

I. CALL TO ORDER

Chair Porter opened the meeting at 6:30 p.m. without a quorum present. Commissioner Bleile arrived at 6:32 p.m. and Commissioner McDonald at 6:36 p.m., establishing a quorum.

II. CITIZEN COMMENTS

III. WORK SESSION

A. Proposed C-4A Zoning Standards

Postponed to the next meeting due to lack of materials in the meeting packet.

B. Land Division (Subdivision/Partition) Standards

Mr. Lewis said that he had made the changes requested by Commissioners at their June 5, 2012, meeting. To avoid the inherent confusion of multiple drafts, staff will wait to print a public hearing draft until Commissioners have finished their review.

Commissioners reviewed Sections 8.2105-8.2405 of the draft Land Division code and **by consensus** asked staff to make the following changes:

- * 2115: **1.F** – Define “subdivision guarantee.” **2.L** – Allow the City Engineer to waive the requirement for a Traffic Impact Analysis if he determines there would be no significant traffic impact from a 20-lot subdivision. Change section reference from “8.2460” to “8.2440.”
- * 2120: **2** – Revise to read: “Provide either narrative or graphic representation of compliance with all applicable standards and criteria or in whatever manner the applicant deems necessary to meet its burden of proof.” **7** – Replace with: “If the proposed subdivision is believed to have additional impacts upon adjacent lands or lands within the general vicinity, the Hearings Body may require an additional impact analysis for various aspects of the development thought to cause such impacts.”
- * 2125: Sentence 5 – Change “master plan” to “phased development plan.”
- * 2130: Sentence 2 – Delete reference to “Comprehensive Plan.”

- * 2135: **1.A** – Delete reference to “Comprehensive Plan.” **1.F** – Break out into separate paragraphs labeled G, H, I, etc. **2** – Renumber Sections 8.2460 and 8.2480 as appropriate.
- * 2140: **1** – Sentence 2 to read: “Except for Planned Unit Developments, all streets in new subdivisions shall be dedicated to the public without reservation or restriction.” **3** – Reword to read: “The subdivider shall record the following agreements including, but not limited to, the required land division agreement, public improvement agreement, sidewalk improvement agreement, shared access agreement or shared well agreement, as they may be necessary, with the Deschutes County Clerk’s office at the time of recording of the final subdivision plat.” Define “required land division agreement.”
- * 2200: **1** – Sentence 3: Replace the phrase “original drawing” with “original tentative plat” or “final plat.” **2.B** – Sentence 3 to read: “The applicant must also show he has made substantial progress on a majority of the conditions of the tentative plat.” **2.E** – New subsection – “Notice of an extension shall be provided in the same manner that notice of the original land use approval notice was provided.”
- * 2220: **1** – Replace “recommendation” language with “provided that all conditions of approval are met.” Add “nondiscretionary” in front of “supplemental documents.” Remove/restructure other confusing language. **2.B** – Clarify awkward and confusing language. **2.C** – Add “utility easements” to the list of common improvements. (Staff to verify with City Engineer that this language complies with ORS Chapter 92.)
- * 2230: **1.C** – Replace “irrevocable letter of credit” with “performance bond” or “cash deposit.”
- * 2235: The City cannot control the Board of County Commissioners.
- * 2240: Delete Sentence 1.
- * 2310: **1.F** – Break out into separate paragraphs labeled G, H, I, etc. **3** – Delete.
- * 2315: **1** – Sentence 2 to read: “All streets in partitions shall be dedicated to the public without reservation or restriction.”
- * 2320: Add this language to the Subdivision section.
- * 2360: **1.F** – Define “certification of acceptance.” **1.H** – Clarify whether the Community Development Director or City Council has this authority. **2** – Replace “Hearings Body” with “Community Development Director.” **2.D** – Replace with: “Each parcel is to be connected to the City water and sewer systems.”
- * 2370: Add “or consolidation of lots.” Clarify “boundary line adjustment.”
- * 2380: **2** – Reword to read: “The boundary line adjustment approval shall be effective for a period of one (1) year from the date of approval, during which time it shall be recorded.”
- * 2385: Reword Paragraph 1 to read – “The Community Development Director or designee shall approve a lot line adjustment in writing based on findings that all of the following criteria are satisfied.”
- * 2405: **1.B** – Consider using the following language: “The recommended minimum length of intersecting local streets along an arterial shall be 1,320 feet; however, it shall be broken up at intervals of 660 feet with a minimum ten-foot-wide dedicated pedestrian right-of-way containing a minimum five-foot-wide paved multi-use path.” **1.C** – Clarify.
- * Additional concerns included *wider alleys for lots fronting on arterials* (access by trash removal vehicles, parking), *deleting reference to sidewalk improvement agreement in subdivisions*, and *consistency of references* (“designee” or “designate”).

IV. APPROVAL OF MINUTES

Motion 1 (4/0/0): Commissioner McDonald moved to approve the May 15, 2012, minutes as written. Commissioner Bleile seconded the motion which passed unanimously.

V. COUNCIL LIAISON COMMENTS (None)

VI. STAFF COMMENTS

Mr. Lewis requested PC assistance in recruiting more Commissioners. Due to the July 3 meeting being the day before a major holiday, he will e-poll Commissioners to assure a quorum.

VII. COMMISSIONER COMMENTS

Chair Porter asked about the status of new Commissioners and requested Commissioner application forms. Mr. Lewis reported that Will Van Vactor resigned due to moving out of Redmond. Ms. Richards said that recruitment is ongoing. Staff has received one application and expects to receive another shortly.

VIII. ADJOURN

The next meeting is scheduled for Tuesday, July 3, 2012, 6:30 p.m.

With no further business, Chair Porter adjourned the meeting at 8:32 p.m.

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by me this 17th day of July, 2012.

ATTEST:

/s/ Anne Graham
Anne Graham, Vice-Chair