



**CITY OF REDMOND**  
Community Development Department

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**REDMOND URBAN AREA PLANNING COMMISSION**  
**Minutes**

Monday, November 17, 2014

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

**Commissioners Present:** Chair Evan Dickens, Vice-Chair Dean Lanouette, David Allen, Anne Graham, Tom Kemper (excused: *Eric Porter*; absent: *Lori McCoy*)

**Youth Ex Officio:** Vacant

**City Staff:** Deborah McMahon, *Principal Planner*; Cameron Prow, *TYPE-Write II*

**Visitors:** Tory Allman, *Council Liaison*

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

**I. CALL TO ORDER**

Chair Dickens opened the meeting at 6:06 p.m. with five of seven commissioners present, establishing a quorum.

Chair Dickens congratulated Commissioner Graham on her "promotion" to City Council.

**II. APPROVAL OF MINUTES**

**Motion 1** (5/0/0): Commissioner Lanouette moved to approve the October 6, 2014, minutes. Commissioner Allen seconded the motion which passed unanimously.

**III. CITIZEN COMMENTS** (None)

**IV. WORK SESSION**

A. Master Planning and Annexation Code

Ms. McMahon presented a staff report, copy of the PowerPoint presentation, US Highway 97 Area Plan dated February 7, 2007, and Great Neighborhood Principles adopted by City Council in August 2006. The current master-planning code, implemented when the Redmond UGB (urban growth boundary) was last expanded, is confusing, overly complex, and repetitive and requires too many steps. She summarized the current process required to annex property into the city. The City is working with D. J. Heffernan, a land use consultant familiar with Redmond, to simplify code language and streamline the master-planning process. The new language will meet all state requirements and will give the City the best possible information for planning purposes.

Commissioners clarified their understanding of the reason for and intent of the proposed amendments. Additional concerns included Mr. Heffernan's credentials, detail required in a Master Development Plan vs. Partial Master Development Plan, fee structure, economic burden of these regulations on small-parcel landowners, inconsistent references and

contradictory language, returning 100-foot buffer to the urban/rural interface, clarifying when a Master Development Plan is required (8.0300, Sentence 1), impact and consistency of proposed changes on other City plans (Dry Canyon, public facilities, transportation system), clarifying “if known” and “pertinent to the plan” (Chapter 14, Item 11.b), defining “Territory” (8.0085), coordinating updates of all related processes at the same time, and providing a master list of steps to take from annexation to development.

Chair Dickens requested an executive summary of the current process, the process if proposed changes are adopted, the City’s intention for what the process will be (regardless of any language changes), and why the proposed changes are needed.

Following discussion, Commissioners requested a clean copy of the proposed plan amendment and development code changes for the next work session on this topic.

**V. COUNCIL LIAISON COMMENTS**

Councilor Allman congratulated Commissioner Graham on her winning a Council seat. Liaisons to the Planning Commission and other City committees for 2015 have not yet been determined.

**VII. COMMISSIONER COMMENTS**

Vice-Chair Lanouette expressed concern about falling behind on updating the residential design and home occupation standards, the City’s street snowplowing policy, and when the utility fee structure will be reviewed. He noted that the student ex officio position needed to be filled.

Ms. McMahon said that, as a courtesy, she would provide information from Public Works about the City’s street plowing standards to Commissioner Lanouette.

Commissioner Graham pointed out that a commissioner who has concerns that are not under the purview of the Planning Commission can present them to Council as a citizen. She urged fellow commissioners to not water down the residential design standards and to be proactive in adding items to their work plan.

Following brief discussion about Planning Commission goals, Chair Dickens said the new chair and vice-chair in 2015 will work with staff to prepare a six-month agenda. That agenda will be presented to commissioners at their next meeting.

Commissioner Allen noted that the new Rite-Aid sign was noncompliant with City code.

Chair Dickens expressed his appreciation for Commissioner Graham’s leadership in 2013. He encouraged commissioners to assist staff in recruiting a new commissioner for the position being vacated by Commissioner Graham.

**VI. STAFF COMMENTS**

Ms. McMahon reported the Oregon Department of Land Conservation and Development is starting to fund periodic review again.

**VIII. ADJOURN**

The next meeting is scheduled for Monday, December 15, 2014, 6 p.m., City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon.

With no further business, Chair Dickens adjourned the meeting at 7:28 p.m.

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by me this 15th day of December, 2014.

ATTEST:

/s/ Evan Dickens  
Evan Dickens, Chair