



Minutes - draft
DESCHUTES COUNTY PLANNING COMMISSION
DESCHUTES SERVICES CENTER
1300 NW WALL STREET, BEND, OREGON, 97703
MARCH 27, 2025 – 5:30 P.M.

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I. Call to Order

Chair Matt Cyrus called the meeting to order at 5:30 p.m. Planning Commissioners present in person: Chair Matt Cyrus, Toni Williams, Jessica Kieras, Mark Stockamp, Kelsey Kelley. Commissioners present via Zoom: Vice Chair Susan Altman. Absent: Nathan Hovekamp. Staff present: Peter Gutowsky, AICP, Community Development Director; Nicole Mardell, AICP, Senior Planner, Tarik Rawlings, Senior Transportation Planner.

II. Approval of Minutes

The commission reviewed the minutes from the March 13, 2025, meeting.

Motion: Chair Cyrus moved to approve the minutes. Commissioner Kieras seconded the motion.

Vote: Motion passed unanimously 6-0.

III. Public Comment

Nunzie Gould, a community member, addressed the commission regarding ongoing concerns about code enforcement within Deschutes County. She expressed frustration with the lengthy timelines, lack of prioritization for land use related complaints, and perceived inadequate funding for the code enforcement department. Ms. Gould requested the Planning Commission's awareness and attention to these issues during policy development.

Director Peter Gutowsky responded, clarifying that operational and budgetary issues fall under the jurisdiction of the Board of County Commissioners (BOCC), not the Planning Commission. He suggested Ms. Gould direct her concerns to the upcoming County budget hearings, particularly the May 13, 2025, Budget Committee meeting. He also affirmed that her comments were noted and recognized.

Chair Cyrus reiterated Director Gutowsky's points, acknowledging Ms. Gould's comments but clarifying the Planning Commission's limitations in operational matters.

IV. Action Items

1. Public Hearing: Clear and Objective Housing Text Amendments – Title 17 (Subdivisions), File No. 247-25-000110-TA

Presenter: Tarik Rawlings, Senior Transportation Planner

Chair Cyrus opened the public hearing and reviewed hearing procedures.

Staff Report: Tarik Rawlings provided a comprehensive presentation on proposed text amendments to Title 17 of Deschutes County Code (DCC), which establish clear and objective housing standards as mandated by Oregon House Bill 3197. He explained that the amendments aim to comply with state statutes by providing clear, objective criteria for housing projects, while retaining existing discretionary processes as an alternative for developers requiring flexibility.

Public Testimony: Oral testimony was received from one member of the public expressing concerns with various draft amendments including frontage requirements, partition requirements, and access through state-owned lands.

Commissioner Discussion: Commissioner Kieras moved to leave both oral and written testimony open to a continued public hearing on April 10, 2025. Commissioner Williams seconded.

Vote: All in favor, motion passes.

2. Public Hearing: Planning Division Work Plan FY 2025-26

Presenter: Peter Gutowsky, Director

Director Gutowsky provided an overview of the proposed Fiscal Year 2025-26 Planning Division Work Plan. The Work Plan highlighted key initiatives including Comprehensive Plan updates, implementation of clear and objective standards, housing and transportation planning projects, and strategies for enhancing community engagement and outreach.

Public Testimony: No public testimony was provided.

Commissioner Discussion: Commissioners expressed support for the proposed work plan, noting alignment with the county's strategic goals. Commissioners discussed the process for organizing informational panels.

Action Taken: Commissioner Williams made a motion to close the oral portion of the hearing and leave the written record open until April 2, 2025 at 5 pm. Commissioner Stockamp seconded.

Vote: All in favor, motion passes.

3. Deliberations: Temporary Hardship Dwelling Text Amendment

Presenter: Nicole Mardell, Senior Planner

Senior Planner Mardell reviewed the Temporary Hardship Dwelling Text Amendment proposal. She summarized prior public input and highlighted staff revisions aimed at streamlining the process for approving hardship dwelling while maintaining necessary compliance and safeguards. Following the public hearing, staff determined OAR 660-004-040 precluded the use of existing dwellings in rural residential exception areas (MUA-10 and RR-10). Staff will revise the proposed amendments to reflect that change prior to the BOCC's public hearing.

Commissioner Discussion: The Planning Commission utilized the staff memorandum to aid in deliberations:

- **Policy Choice #1: Existing Buildings**
 1. Does the Planning Commission recommend the BOCC adopt the expanded allowance of existing buildings as a hardship dwelling type in the Rural Service Center, Terrebonne Unincorporated Community, Tumalo Unincorporated Community, Rural Commercial, Sunriver Unincorporated Community, and Resort Community Zones?
 - Commissioner Kieras made a motion to recommend expanded allowance. Commissioner Williams seconded. All in favor, motion passes.
 2. Does the Planning Commission recommend the BOCC adopt the amended existing building definition as identified by staff?
 - Commissioner Kelley made a motion to recommend approval of staff definition. Commissioner Williams seconded. All in favor, motion passes.
- **Policy Choice #2: Restrictions on Additions and Modifications of Structures**
 1. Does the Planning Commission recommend the BOCC preserve the existing restriction on permanent additions?

- Commissioner Williams made a motion to recommend preserving existing restriction on permanent additions to RV's. Commissioner Kelley seconded. All in favor, motion passes.
- 2. Does the Planning Commission recommend the BOCC adopt the new restriction on modifications as identified by staff?
 - Commissioner Kelley made a motion to recommend approval of new restriction on modifications to existing structures as proposed. Commissioner Kieras seconded. All in favor, motion passes.
- **Policy Choice #3: RV components**
 1. Does the Planning Commission recommend the BOCC reserve the existing RV component requirements and adopt the requirement for a sink and toilet?
 - Commissioner Stockamp made a motion to recommend preserving existing requirements and adopt the requirement for a sink and toilet. Commissioner Kieras seconded. All in favor, motion passes.

Action Taken: Commissioner Williams made a motion to recommend approval of the proposed package to the BOCC with the amendment to exclude existing buildings as a hardship dwelling type in the RR-10 and MUA-10 zones. Commissioner Kieras seconded. All in favor, motion passes.

V. Planning Commission and Staff Comments

No additional comments were made by Commissioners or staff.

VI. Adjourn

Chair Cyrus adjourned the meeting at 7:25 pm.

Respectfully submitted by,

Tracy Griffin

All materials including (but not limited to) video, presentations, written material and submittals are subject to the County Retention Policy. The meeting was conducted in a hybrid format, adhering to the guidelines set by the Deschutes County Planning Commission for public engagement and meeting conduct.