



Minutes

DESCHUTES COUNTY JOINT PLANNING COMMISSION AND BOARD OF COUNTY COMMISSIONERS

DESCHUTES SERVICES CENTER

1300 NW WALL STREET, BEND, OREGON, 97703

SEPTEMBER 25, 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. Roundtable introductions were conducted. Planning Commissioners present in person: Chair Matt Cyrus, Vice Chair Susan Altman, Nathan Hovekamp, Mark Stockamp, Jessica Kieras. Present via Zoom: Toni Williams. Board of County Commissioners present: Chair Anthony DeBone, Vice Chair Patti Adair, and Phil Chang. Staff present: Peter Gutowsky, Community Development Department (CDD) Director, Will Groves, Planning Manager, Nicole Mardell, Senior Planner, Stephanie Marshall, Senior Assistant Legal Counsel.

II. **Public Comment**

No formal public comments were submitted or presented during this portion of the meeting, however, Commissioner Kieras read an email from Commissioner Kelsey Kelley, who was unable to attend. Commissioner Kelley raised two concerns:

1. **Email Access and IT Support:** Difficulties with Outlook and two-factor authentication were impacting her ability to access meeting materials and staff communications. She requested consideration of alternative communication methods or improved password reset options. Planning Commissioners echoed this concern.
2. **Planning and Code Enforcement Funding Model:** Commissioner Kelley expressed concern about the current funding model, which ties department funding to permit revenue. She noted this may create a perception of bias toward growth and suggested exploring general fund support for long-range planning and code enforcement.

III. **Action Items**

1. **Background / Land Use Interests**

A. **Planning Department Funding Model**

Commissioners and staff engaged in an in-depth discussion regarding the funding structure of CDD. Concerns raised:

- Tying funding to permit revenue may create instability and public perception of bias.
- Code Enforcement and Long Range Planning are not directly tied to permits and may warrant general fund support.

- Other counties (e.g., Lane, Clackamas, Washington) use hybrid or general fund models.

Staff response:

- Peter Gutowsky noted that while the Planning Commission (PC) can express opinions, funding decisions rest with the Board of County Commissioners (BOCC).
- Will Groves and others acknowledged the need for a comparative analysis of funding models, including counties with similar growth patterns.
- BOCC expressed interest in revisiting this topic during the FY 27 budget cycle.

CDD staff will prepare a comparative analysis of planning department funding models across Oregon and potentially other states with similar boom-bust cycles. This will inform future budget discussions.

B. Terrebonne Community Plan Update

Will Groves outlined the upcoming Terrebonne Community Plan process, emphasizing:

- The anticipated 2028 opening of the Terrebonne Sanitary District will enable significant development.
- The current zoning code is not equipped to handle expected growth.
- The update will address infrastructure, land use, and community visioning.
- Staff anticipate robust community engagement and potential tension due to past controversies (e.g., Highway 97 couplet.)

Discussion Highlights:

- Commissioners emphasized the importance of planning for future incorporation, infrastructure, and transportation.
- Suggestions included forming a local advisory group and ensuring transparent community engagement.
- Staff noted the plan will proceed in two phases: policy updates followed by potential zoning code amendments.

C. R327 Wildfire Home Hardening Standards

Will introduced the topic of R327, a set of construction standards aimed at reducing wildfire risk for new dwellings. Key points:

- R327 applies to new construction and includes requirements for materials, venting, and defensible space.
- Commissioners discussed the cost implications, insurance considerations, and potential for local implementation.
- Staff noted that defensible space standards are pending from the State Fire Marshal and will be addressed separately.

Staff will scope a public engagement process and return to the BOCC with options for implementing R327 standards locally.

D. Clear and Objective Standards for Multifamily Development

Staff provided an update on the final module of the Clear and Objective Standards project, focusing on:

- Multifamily site plan review
- Conditional Use permits
- Airport Safety combining zone

Note: This work is scheduled for completion before 2028 to support anticipated development in Terrebonne.

E. Urban Reserve Light-Land Divisions Near Bend UGB

Nicole Mardell presented an overview of a new exploratory project to guide rural residential development near Bend's Urban Growth Boundary (UGB) in a way that supports future urbanization. Highlights:

- The project is funded by a \$25,000 DLCD grant.
- Staff are coordinating with the City of Bend and utility providers.
- The goal is to develop code that allows limited development while preserving future urban development potential.

Discussion Points:

- Commissioners raised questions about parcel size, infrastructure planning, and the potential use of shadow plats.
- Staff emphasized the exploratory nature of the project and the importance of coordination with the City of Bend.

2. Other Board / Planning Commission Coordination Issues.

Urban Growth Boundary (UGB) – City of Sisters

- Staff noted that the City of Sisters is considering a UGB amendment.
- The PC will review the application once submitted.

Closing Comments

- Commissioners and staff expressed appreciation for the collaborative discussion and the professionalism of all participants.
- Commissioner Kieras emphasized the importance of aligning public engagement with realistic expectations for the BOCC.

IV. Adjournment

Chair Cyrus adjourned the meeting at 8:45 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.