



**Minutes**

**DESCHUTES COUNTY PLANNING COMMISSION  
DESCHUTES SERVICES CENTER  
1300 NW WALL STREET, BEND, OREGON, 97703  
JANUARY 11, 2024 – 5:30 P.M.**

**THIS MEETING WAS CONDUCTED IN PERSON, ELECTRONICALLY, AND BY PHONE. IT WAS AUDIO AND VIDEO RECORDED AND CAN BE ACCESSED AT THE DESCHUTES COUNTY MEETING PORTAL WEBSITE [WWW.DESCHUTES.ORG/MEETINGS](http://WWW.DESCHUTES.ORG/MEETINGS)**

**I. Call to Order**

Chair Kieras called the meeting to order at 5:41 pm. Planning Commissioners present in-person: Vice Chair Hovekamp, Susan Altman, Kelsey Kelley, Matthew Cyrus, Toni Williams. Commissioners present via Zoom: Patrick Trowbridge.

Staff present: Peter Gutowsky, Community Development Department (CDD) Director; Will Groves, Planning Manager; Nicole Mardell, Senior Planner; Tanya Saltzman, Senior Planner

**II. Election of Chair and Vice-Chair**

Commissioner Altman nominated Commissioner Williams for Chair. Commissioner Cyrus moved to close nominations and cast a unanimous ballot for Commissioner Williams. All commissioners voted yes except Williams who abstained. Commissioner Williams is now Chair.

Commissioner Cyrus nominated Commissioner Kieras for Vice-Chair, Commissioner Altman seconded. All commissioners voted yes except Commissioner Kiera who abstained. Commissioner Kieras is now Vice-Chair.

**III. Approval of Minutes – December 14, 2023**

Commissioner Altman motioned to approve minutes; Vice-Chair Kieras seconded. Unanimous vote to approve minutes.

**IV. Public Comment**

None

**V. Action Items**

**1. Deliberations: Deschutes County 2040 Comprehensive Plan Update (Nicole Mardell, Senior Planner)**

- Nicole presented an overview and deliberation options.
- Commissioners deliberated items to be included in matrix for the January 25<sup>th</sup> meeting. Email list to be provided to Nicole by Monday, January 15, 2024, 11:00 a.m.

**2. Deliberations: RV's as Rental Dwellings (SB 1013) (Tanya Saltzman, Senior Planner)**

- Tanya presented an overview and deliberation options for recommendation to the Board of County Commissioners (BOCC).
- Commissioners deliberated the recommendation to the BOCC.

**Motion:** Commissioner Cyrus moved to move forward with recommendation that the county adopt proposal to allow rural residential RV rentals. Vice-Chair Kieras seconded.

Deliberations continued.

**Motion restated as "Approve RV's as rural rental units".**

Vote: Yes – Commissioners Cyrus, Kieras, Trowbridge; No – Commissioners Hovekamp, Altman, Kelley, Williams, motion fails.

Commissioner Hovekamp offered an alternate motion to move to recommend to the BOCC that RV's as rental dwellings should not be allowed in rural exception areas (RR10, MUA10, UAR10, SR2.5 and Westside Transect) pursuant to SB1013 and subject to certain additional standards.

Per Will Groves, the intent of the motion is "This should not proceed at this time." Commissioner Hovekamp withdrew his motion.

Deliberations continued.

**Motion:** Item 2, "Issues for Deliberation", Commissioner Cyrus moved to adopt current draft recommendations but allow for up to 10% variance for size. Vice-Chair Kieras seconded the motion.

Commissioner Trowbridge suggested an amendment to the **motion** to allow sewerred lots to be exempt from the 1 acre minimum. Commissioner Cyrus seconded the amendment to the motion. Vote: Yes – Commissioners Cyrus, Altman, Trowbridge, Williams; No – Commissioners Hovekamp, Kieras. Commissioner Kelley's vote was inaudible.

**Motion** now reads: 1 acre minimum as a current draft amendment with a 10% variance and those lots that are sewerred are exempted from the minimum acreage. Vote: Yes – Commissioners Cyrus, Trowbridge; No – Commissioners Hovekamp, Kieras, Altman, Kelley, Williams.

**Motion:** Chair Williams moved that deliberations be postponed until after the matrix of deliberations for the 2040 Comprehensive Plan on January 25, 2024. Vice-Chair Kieras seconded the motion. Vote: Yes – Commissioners Cyrus, Hovekamp, Kieras, Altman, Kelley, Williams; No – Trowbridge.

**VI. Planning Commission and Staff Comments**

Peter Gutowsky talked about Commission leadership in 2023. The Dept. of Environmental Quality (DEQ) letter regarding south county groundwater protection, meeting with BOCC February 7, 2024, submitting list summarizing 30-year coordination between DEQ and CDD ahead of this meeting. BOCC support for Short Term Rental business licenses, convening internal work group.

Will Groves talked about the Clear and Objective Standards project, Transportation System Plan reopened by BOCC, and the Tumalo Community Plan is still in process.

Commissioner Hovekamp discussed the efficiency of Roberts' Rules of Order.

Vice-Chair Kieras also discussed Roberts' Rules of Order efficiencies.

Chair Williams completed her first meeting as Chair.

**VII. Adjourn**

The meeting was adjourned at 8:22 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.