



Minutes

DESCHUTES COUNTY PLANNING COMMISSION
DESCHUTES SERVICES CENTER
1300 NW WALL STREET, BEND, OREGON, 97703
FEBRUARY 27, 2025 – 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

MINUTES OF THE DESCHUTES COUNTY PLANNING COMMISSION MEETING DISCLAIMER : THESE MINUTES ARE DERIVED FROM AN AUTOMATED TRANSCRIPTION SERVICE AND HAVE BEEN SUMMARIZED THROUGH AN AUTOMATED PROCESS. WHILE THEY ARE GENERALLY BELIEVED TO BE ACCURATE, THEY MAY NOT CAPTURE THE FULL CONTEXT OR NUANCES OF THE DISCUSSIONS THAT TOOK PLACE. INTERESTED PARTIES ARE ENCOURAGED TO REFER TO THE OFFICIAL VIDEO RECORDING OF THE HEARING TO CONFIRM SPECIFIC TOPICS, DISCUSSIONS, OR ISSUES ADDRESSED DURING THE MEETING.

I. Call to Order

Chair Matt Cyrus called the meeting to order at 5:30 p.m. A quorum was present. Planning Commissioners present in person: Chair Matt Cyrus, Vice Chair Susan Altman, Jessica Kieras. Commissioners present via Zoom: Kelsey Kelley, Mark Stockamp, Toni Williams. Absent: Nathan Hovekamp. Staff present: Peter Gutowsky, AICP, Community Development Director; Will Groves, CFM, Planning Manager; Nicole Mardell, AICP, Senior Planner, Stephanie Marshall, Senior Assistant Legal Counsel.

II. Approval of Minutes

The commission reviewed the minutes from the January 9 and January 23 meetings.

Motion: Commissioner Williams moved to approve the minutes as amended (fix typo for 1/9 and add commissioners' names for motion for 1/23). Commissioner Stockamp seconded the motion.

Discussion:

- Commissioners emphasized the importance of capturing who made and seconded motions in future minutes.
- Vice Chair Altman volunteered to take notes documenting motions, seconds, and approvals and will provide this information to Tracy after meetings.

Vote: Unanimous approval by Commissioners Cyrus, Altman, Kieras, Kelley, Williams, and Stockamp.

III. Public Comment

Speaker: Greg Bryant, 19202 Choctaw Road, Oregon

Topic: Requested an "unincorporated community" designation for Deschutes River Woods, and requested a community plan.

Response:

- Planning Manager Groves stated that this could be recommended to the Board of County Commissioners for inclusion in the work plan.
- Director Gutowsky advised that the community should clarify its specific requests for a community plan.
- He noted that this is an unprecedented issue, and county counsel should not conduct the legal analysis of whether DRW qualifies.
- The burden is on the petitioner to demonstrate the necessary criteria for city designation, and the county

must remain neutral.

IV. Action Items

1. Southern Deschutes County Groundwater Protection Program – Annual Report

Presenter: Peter Gutowsky, AICP, Community Development Director

Summary:

- The La Pine subbasin remains vulnerable to nitrate pollution from septic systems.
- The County previously attempted to implement nitrogen-reducing septic system requirements, but voter rejection in 2009 shifted leadership to DEQ.
- Recent efforts included an EPA Community Change Grant application, which, if awarded, would help fund septic system upgrades.
- Newberry Neighborhood land sales could support ground water protection funding.

Commission Discussion:

- Commissioners inquired about progress on regulatory measures and potential alternative solutions.
- Staff confirmed ongoing collaboration with DEQ to implement mitigation strategies.

No formal action was taken.

2. Refining Future Panel Discussions

Presenter: Will Groves, Planning Manager

Summary:

- Discussion on the purpose, structure, and goals of Planning Commission panel discussions.
- Considerations included:
 - Identifying important discussion topics (e.g., dark skies, Goal 5 wildlife resources, water, destination resorts).
 - Ensuring public participation and educational opportunities for new commissioners.
 - Structuring discussions to provide in-depth analysis beyond what public hearings allow.
 - Balancing the schedule to accommodate staff workload.

Commission Discussion:

- Commissioners expressed interest in refining the format and integrating panel discussions into their schedule.

No formal action was taken.

3. Work Session: Temporary Hardship Dwelling Text Amendment

Presenter: Nicole Mardell, AICP, Senior Planner

Summary:

- Public hearing scheduled for March 13, 2025.
- Amendment is primarily a “housekeeping plus” update, including:
 - Cleaning up and reorganizing text.
 - Updating outdated resources.
 - Aligning with state statutes.
 - Presenting a few policy choices for the Planning Commission to consider.

Commission Discussion:

- Commissioners requested additional information relating to the definition of relative scenarios for use of the primary and temporary dwelling, decommissioning process, and total number of active approvals. Staff will provide additional information in the public hearing memo.

No formal action was taken.

V. Planning Commission and Staff Comments

Minutes Documentation:

- Commissioners discussed ensuring AI-generated minutes accurately reflect motions.
- Vice Chair Altman volunteered to take notes on motions and seconds to improve accuracy.

Workload and Updates:

- Planning Manager Groves outlined upcoming meeting topics, noting an increase in planning department workload.

- Senior Planner Mardell provided an update on the comprehensive plan appeal process.
- Director Gutowsky announced that Commissioner Williams has been reappointed for a second four-year term beginning in July.
- The Planning Commission work plan is in progress.

VI. Adjourn

Chair Cyrus adjourned the meeting at 7:55 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.