

Pacific City/Woods Community Planning Advisory Committee (PC/W CPAC)

Minutes of the PC/W CPAC Meeting on March 21, 2011, 6:30 pm
Kiawanda Community Center, 34600 Cape Kiwanda Drive
Pacific City, Oregon

DRAFT VERSION -- 3/30/11

The Chair called the meeting to order at 6:30 pm.

1. Self-introductions – Gloria Scullin - Chair

Seventeen people were present at the meeting, including the following officers: Gloria Scullin – Chair; Tom Donohue – Past Chair; and Bud Miller - Secretary. All attendees made self-introductions.

2. Education Program – Oregon Department of Aviation – Airport Overlay Process & Considerations – Sandra Larsen & Chris Cummings - Mr. Cumming

gave a presentation on this subject and how it affects zoning and construction in the Pacific City/Woods area. He utilized a series of slides to illustrate his points and help answer questions from the audience. The State ODA has requirements and guidelines that are the same as those of the FFA, and differ in some ways from those in the ordinance of Tillamook County. The intent of these rules is to protect both the airport and also the safety of individuals in the community adjacent to the Airport property. The primary restrictions are on (1) the presence and height of structures in the Public Use Airport Overlay Zone and (2) the use of buildings depending on their distance from the runway centerline. Buildings that existed in 1951 are exempt from such requirements, but all new construction or modifications must meet them. The Pacific City Airport does not meet state minimums for length and clearance, and to indicate this to all pilots it is designated as a State Warning Airport. See attached document [Pacific City OAC Airport by ODA-2.3.21.11.pdf](#) for detailed information on the ODA and our airport. Also attached is a picture of the Airport in 1951, about the time it was taken into State jurisdiction, see [Pacific City 1951.pdf](#).

3. Minutes of the PC/W CPAC meeting on January 19, 2011 – Bud Miller – Secretary

– The minutes had been recorded by Sean Carlton and were read by Mr. Miller. Two changes were made to the minutes in the section titled Feb 10 Planning Meeting. A motion was made and seconded to accept the minutes as revised, and this was approved by a unanimous vote by a show of hands.

Tom Donohue – Past-Chair – Announced that the PC/W CPAC had received two letters recently. The first was from Nantucket Shores development notifying the public of their intention to expand the area of their development. This is outside the

boundary of our area of interest. See XXXXXXXXXXXXXXXXXXXXXX for more information. The second was a letter from John DeJong announcing that he has decided not to proceed with the process of getting approval for the Planned Destination Resort near Oretown. See XXXXXXXXXXXXXXXXXXXXXX for more information.

4. **Treasurer's Report – Sean Carlton** - Balance on hand is now \$561.08. A motion was made and seconded to accept this report and it was approved unanimously by a show of hands.

Gloria Scullin – Chair – Had several announcements. Bud Miller has submitted an “in-kind receipt” of \$144.80 for printer ink and paper used as CPAC Secretary. We have received a total of \$455.00 in donations from our earlier solicitation, and she is preparing a letter of thank you to those who contributed.

5. **Committee Reports**

- a. **Community Plan Review – Ilean Rouse** – Nothing new to report.
- b. **Lighting Committee – Ilean Rouse** – Nothing new to report.
- c. **Land Use Committee – Tom Donohue** – A notice has been received from the Tillamook County Department of Community Development dated March 8, 2011 that denies the Conditional Use Request CU-10 –13(a). Attached is a copy of the document CU-10-13(a) Denial Decision.3.8.11.pdf. It is a large file and in summary shows that some parts of the requirements were meant and that others were not. Major items still to be resolved include adequacy of parking, possible affects of the presence of the building in a flood zone, and how far the structure is from the centerline of the Airport runway, which affects density of use/safety issues. There was a discussion about if there is a need for the LUC and the full CPAC membership to meet to reexamine the request in light of the analysis performed by the County staff. This ended with a general feeling that this would not be useful or necessary. The applicant filed an appeal of this decision on March 18 to the County Planning Commission, which will be heard at their April 14 meeting. Anyone may attend, and may also offer testimony if they wish to.

6. **Old Business**

- a. **Website Status – Gloria Scullin** – The Website Committee has met several times. There was a suggestion that the process in Google available for building a website be checked out and Ms Scullin did this, building a draft of a website which she presented. It contains a series of pages behind the home page, all of which are still under construction. As of this date, it can be accessed at:

<http://sites.google.com/site/cpacpacificcitywoods/>.

After further discussion about what final name to use for the PC/W CPAC Website, a

motion was made and seconded to “Adopt the domain name pacificcitywoodscpac.org and approve the purchase of this name for a ten dollar fee.” The motion was approved by a show of hands, with a vote of 14 in favor, 0 opposed, and 0 abstentions. An email account has also been established as a part of this effort – cpac.pcwoods@gmail.com.

b. **Document Retention – Bud Miller** – Since the report at last months meeting, Mr. Miller has received further correspondence from Mr. Paul Levesque of Tillamook County in which it is stated that Mr. William Sargent, County Counsel has confirmed that the retention of all CPAC-related documents is required by Oregon law, including all emails.

c. **Update – CPAC Chairs Meeting with Planning Commission (2/10/11) – Gloria Scullin** - This meeting included the County Commissioners and Department of Community Development staff as well as members of the CPACs. It was primarily a session used by the County entities to establish priorities for the DCD to work on this year. These included (1) completion of the Auxiliary Dwelling Unit Ordinance, (2) clarification of wording in the Farm and Forest Zone wording, (3) writing up a schedule for handling of Conditional Use permit requests, (4) other, transportation/road related items. The possibility of individuals volunteering to assist the DCD was also discussed, and the County will write up descriptions and procedures for such a process.

7. **New Business – Land Use Related – Gloria Scullin** – We are scheduled to have a representative from the County Parks and Recreation Department speak at the June CPAC meeting, and Ms. Scullin asked for topics to be discussed. Attendees suggested the following; (1) progress on plans for new restrooms at the Cape Kiwanda parking lot; (2) possibility of fees for this parking lot; (3) any plans for the County Park at the west end of Pacific Avenue; and (4) their level of involvement in proposals for a round-about east of the park.

We were reminded of Emergency Planning meetings scheduled for the next few weeks in our area. One is at Neskowin School on March 26 and the other is at 7:00 pm on March 30 at the Kiawanda Community Center.

A question was asked about the new business being put in on the west side of the north end of the Airport runway and if there should be any restrictions because of those associated with the Airport Overlay Zone. No information was available.

8. **Next Meeting** – It is scheduled for Saturday, April 16, 2011 at 10:30 am in the Central Building at 33570 Brooten Road, next to the Post Office.
9. **For the Good of the Order – Community Issues & Announcements** – The guest speaker at the next PC/W CPAC meeting will be Dr. Robert Emmanuel, Water Resources and Community Development Specialist, OSU Extension for Tillamook and Clatsop Counties.

The meeting was adjourned by the Chair at 8:15 pm.

CPAC's provide local citizens an opportunity to interact with their neighbors on local land use issues that impact their surrounding environment and are a valuable tool for decision-makers in formulating policies, rules and ordinances for land use and other community issues. This is a public meeting and public comment may be presented.

For further information contact Gloria Scullin – CPAC Chair
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