

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

Minutes of the Meeting on August 20, 2011, 10:30 am
Central Building (next to the Post Office), 33570 Brooten Road
Pacific City, Oregon

FINAL VERSION -- 9/19/11

The Chair opened the meeting to order at 10:30 am.

1. Self-introductions – Gloria Scullin - Chair

There were nineteen people present at the meeting, including the following officers: Gloria Scullin – Chair; David Yamamoto -- Chair-Elect; Tom Donohue – Past-Chair, Sean Carlton -- Treasurer; and Bud Miller – Secretary.

2. For the Good of the Order – Community Issues – Various – The topic of a letter received by CPAC Board members was the first matter for discussion. The letter concerned a Horse Beach Riding Business that recently started operating in Pacific City at the old Turn Around Motel site. It was unsigned, and normally the CPAC would take no action on such a letter, but it presented an opportunity to discuss how Tillamook County processed the application for this new business. Since it is on a property zoned commercial and the operation is within the permitted uses for the area, there was no need for a conditional use or other permit process required. Based on these facts, the County Department of Community Development decided it was not a land-use issue and therefore did not need to be forwarded to the local CPAC. The application was also reviewed by the Pacific City Joint Water and Sewer Authority and by the Nestucca Rural Fire Protection District.

Dan and Gary, owner/operators of Green Acres Boarding LLC and the people offering the beach horse rides were present for this part of the meeting and offered a summary of what they were doing and they had to go through before beginning operations. They also responded to questions from the attendees about services provided, care of the horses, daily clean-up activities, etc. It was also mentioned that beach riding has been banned by some coastal communities, and they are working hard to prevent problems that might result in this happening in Pacific City. This will be a seasonal business, with start and end dates dependent on the weather. They also commented on the comments in the unsigned letter and suggested that it might have been written and distributed by an unnamed competitor.

The Chair called the remainder of the PC/W CPAC Meeting to order at 10:55 am.

- 3. Minutes of July 18, 2011 CPAC Meeting – Bud Miller – Secretary –** The draft minutes were considered and after it was moved and seconded they were approved as written by a unanimous show of hands vote.
- 4. Minutes of July 30, 2011 Special CPAC Meeting – Bud Miller – Secretary -** The draft minutes were considered and after it was moved and seconded they were approved as written by a unanimous show of hands vote.

5. **Treasurer's Report – Sean Carlton – Treasurer** – The bill for preparation of a map was paid, and the present balance is \$553.08. The Treasurer's report was accepted by a unanimous vote by a show of hands. Sean reported that the bank has notified us there will now be a \$4.00 per month service fee to receive a paper copy of the statement. He suggested that we change over to receiving it electronically. After some discussion it was decided by voice vote to make this change. The bank statement will be sent to our website address, and it will be posted there after it is received.

6. **Committee Reports**
 - a. **Community Plan Review Committee – Ilelean Rouse** – There have been no meetings recently. We are still looking for a copy of the 1999 Inventory Questionnaire to use as a starting point for repeating this part of the Community Plan update. A copy of the results from the old Inventory has been obtained and will be analyzed to determine what data was gathered then.
 - b. **Lighting Committee – Ilelean Rouse** – Ms Rouse, Jeanette Miller, and Larry Rouse visited a number of individuals and businesses in the Pacific City – Woods area to explain the purpose for conversion of lighting fixtures, and received a positive reaction from those that were contacted. There have been many positive changes in the community since this initiative began in 2007. Ilelean then proposed that since the tasks of the Committee have been accomplished, it should be dissolved. After some discussion it was suggested that the final decision on this would be left to the Committee once a new chair is selected. It was also stated that the issue of how to require the use of such fixtures as part of the "Dark Skies Initiative" would be addressed in the revision of the Community Plan and Zoning Ordinances. Ilelean has drafted language for the Plan, and Carolyn McVicker is reviewing it.
 - c. **Land Use Committee – Tom Donohue** – There have been no new postings for our area of interest on the County website.

7. **Old Business – David Yamamoto** –
 - a. **Grinnell Group Nestucca Landing Development** – All documents have been submitted but no response has been received yet from the Department of Community Development. A number of variances have been requested and it may be awhile before we receive any notification for our response.
 - b. **The Beach Horse Back Riding operation** - Approval of this did not require a Conditional Use Permit; it is only a recreational use and needed a series of permits approved by the County. Those with concerns about affects of the business need to contact the appropriate County departments.
 - c. **Department of Community Development Director** – There were many applicants and selection process is underway and a selection will be announced soon. The CPAC chairs asked the Board of Commissioners for permission to participate in this, but the request was denied.
 - d. **DOGAMI Flood Mapping Project Meeting** – There is a meeting on August 23, 2011 in Tillamook with representatives from this State organization, the County, and various interest groups to explain the process that DOGAMI will be using.

- e. **County Dark Skies involvement** – Commissioner Mark Labhart has expressed a desire to investigate the need for a County Ordinance to address this issue Countywide. An attendee commented that if that does happen we will still address it in the update of the Community Plan.
 - f. **Current status of the ADU Ordinance** – Barb Taylor commented that the Workforce Housing Task Force would meet on the current draft next week. Next step will probably be to send it to the State LCDRC for review, and then back here for Planning Commission and other public meetings.
8. **New CPAC Business –**
- a. **Election of 2011/2012 Board of Officers – Tom Donohue** – Mr. Donohue has contacted several people in the community, but most were unwilling or unable to stand for election at this time. Ilean Rouse did agree to be nominated for the position of Chair-elect. As an explanation of how the process works, Tom reviewed some of the CPAC By-laws that apply to the election process. There were no nominations from the floor, and ballots were distributed to the PC/W CPAC members present at the meeting. The following were the results of the election after the ballots were marked, collected and counted:
 - Chair-elect** – Fourteen votes were cast to elect Ilean Rouse and no names were written in.
 - Treasurer** – Fourteen votes were cast to re-elect Sean Carlton and no names were written in.
 - Secretary** – Fourteen votes were cast to re-elect Bud Miller and no names were written in.
 - b. **Seating of New Officers – Gloria Scullin** – After thanking everyone for their assistance in her past year as Chair, Gloria introduced and seated the new officers and assumed her duties as Past-Chair.
 - c. **Re-instating of Committees – David Yamamoto** – Mr. Yamamoto thanked those serving on the CPAC standing committees and then reviewed the membership of each one. Members that have not yet confirmed their agreement to continue serving, please let him know. Also, if any member is interested in serving on a committee, please let contact him.
 - **Land Use Committee** members – Sean Carlton, Tom Donohue, Bud Miller, Ilean Rouse, Larry Rouse, Jeff Schons, Gloria Scullin, Margie Stoughton, Barb Taylor, and David Yamamoto. The LUC will elect a chair at the first meeting.
 - **Community Plan Review Committee** members – Brian Albert, Sean Carlton, Mary Jones, Carolyn McVicker, Bud Miller, Anne Price, Ilean Rouse, Gloria Scullin, Barb Taylor, and David Yamamoto. Larry Rouse has resigned from the committee.
 - **Lighting Committee** members – Robyn Lampa, Jeanette Miller, and Ilean Rouse. There was further discussion about whether or not to dissolve this Committee, and no final decision was made. It was suggested that the group should make a formal recommendation to the full CPAC to adopt Dark Skies Initiative requirements into the Community Plan.

- **Website Committee** members– Tom Donohue, Anne Price, Gloria Scullin Margie Stoughton, and David Yamamoto. It was agreed to dissolve this group since the website is fully functional. Gloria stated she will continue to serve as the Web Manager and is still looking for a volunteer to train to eventually take over these duties.
 - d. **DOGAMI Participation – David Yamamoto** – This State of Oregon department (Department of Geology and Mineral Industries) is under contract with FEMA to produce new flood zone maps that are used in determining flood insurance ratings. The gathering on Tuesday is a follow-up “pre-Discovery” meeting and representatives from all the CPAC’s have been invited to the meeting on next Tuesday to broaden representation and secure more local input. Their announced schedule is to have preview maps available in September 2012 and the project completed in March 2013. Mr. Yamamoto, Bud Miller, and Sean Carlton will attend as representatives of the PC/W CPAC and report on the results at the next CPAC meeting. One person asked DOGAMI be informed that because the only measuring station on the Nestucca River is at Hebo it difficult to accurately predict river heights in our area. This is the type of local input they are looking for.
9. **Announcements – David Yamamoto** – The next CPAC Chair Meeting will be held on Friday, August 26, 2011. and the next Pacific City – Woods CPAC meeting is scheduled for Monday, September 19, 2011 at 6:30 pm at the Kiawanda Community Center.

For the Good of the Order – Community Issues – There was some discussion about the on-going Territorial Sea Plan Advisory Committee. This is all linked to the efforts to site wind and/or wave energy electrical generation operations along the Oregon coast. David Yamamoto has been asked to serve on it so we will be kept better informed of their progress. In addition, Commissioner Tim Josi who serves as chair of this Committee has stated in conversations with Mr. Yamamoto that this is a land use issue, so the CPAC’s should be involved.

The Meeting was adjourned at 11:47 am.

Please see our website at www.pacificcitywoodscpac.org for more information.

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 David Yamamoto – CPAC Chair
Phone (503) 965-9915. E-Mail address is yamamoto.david@gmail.com*