



CITY OF LA PINE, OREGON
JOINT CITY COUNCIL AND PLANNING COMMISSION WORKSHOP &
REGULAR PLANNING COMMISSION MEETING

Wednesday, March 5, 2025, at 5:30 PM

La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Available online via Zoom: <https://us02web.zoom.us/j/85036062059>

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.

AGENDA

CALL TO ORDER

COMMISSION AND COUNCIL INTRODUCTIONS

ESTABLISHMENT OF QUORUM

PLEDGE OF ALLEGIANCE

JOINT CITY COUNCIL AND PLANNING COMMISSION MEETING

The Joint City Council and Planning Commission meeting is held in a workshop format where the elected officials from each body discuss subject areas of interest to both boards. This format is intended to facilitate conversation but does not yield legislative or judicial action during the session. Public Comments are permitted at the discretion of the presiding member of the City of La Pine City Council.

JOINT BODY DISCUSSION:

1. La Pine 2045 Comprehensive Plan Update Workshop
 - a. Staff Memo 3.
 - b. La Pine 2045 Draft Comprehensive Plan Goals and Policies 5.
 - Goal 1: Citizen Involvement
 - Goal 2: Land Use
 - Goal 5: Natural Resources, Scenic and historic Areas, and Open Space
 - Goal 6: Air, Water, and Land Resources Quality
 - Goal 7: Natural Hazards

ADJOURNMENT

REGULAR PLANNING COMMISSION MEETING

CALL TO ORDER

ESTABLISHMENT OF QUOROM

ADDED AGENDA ITEMS

Any matters added at this time will be discussed during the "Other Matter" portion of this agenda.

CONSENT AGENDA

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the Planning Commission for reading and study, is considered to be routine, and will be enacted or approved by one motion of the Planning Commission without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

- 1. 02.12.2025 Regular Planning Commission Meeting Minutes 16.

PUBLIC HEARING:

None

OLD BUSINESS:

None

NEW BUSINESS:

- 1. Long Range Planning Update
- 2. Current Planning Update

PUBLIC COMMENTS

Public Comments provide an opportunity for members of the community to submit input on ongoing matters within the city.

Public Comments are limited to three (3) minutes per person; when asked to the podium, please state your name and address. This helps the Planning Commission and staff determine if you are a city resident. The acting chair may elect to respond to comments if the matter is within the jurisdiction of the city or defer to city staff for response. Any matter that warrants testimony and rebuttal may be debated only during a Public Hearing on the matter.

STAFF & COMMITTEE COMMENTS

ADJOURNMENT

Pursuant to ORS 192.640: This notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the Planning Commission.



CITY OF LA PINE

STAFF MEMO

MEETING DATE: March 5, 2025
TO: City Council and Planning Commission
FROM: Brent Bybee, Community Development Director
SUBJECT: La Pine 2045 Comprehensive Plan Update - Draft Goals and Policy Work Sessions

<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	No Action – Work Session	<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Formal Motion	<input type="checkbox"/>	Other/Direction: Please see below

Background

The City of La Pine is in the final stages of updating its Comprehensive Plan, and draft goals and policies have been developed based on input from public workshops, stakeholder engagement, and staff analysis. The City Council and Planning Commission will review these drafts in three work sessions:

- **March 5, 2025:** Goals 1-7
- **March 18, 2025:** Goals 8-10
- **April 2, 2025:** Goals 11-14

The purpose of these sessions is to refine the proposed goals and policies before they move forward for adoption.

Work Session Format & Public Comment

This is a work session, meaning that no formal decisions or votes will take place during these meetings. The goal is to facilitate discussion, receive feedback from the City Council and Planning Commission, and refine the draft goals and policies.

Public Comment Process:

- The public is welcome to submit comments or questions to staff outside of the meeting.
- There will be additional opportunities for public testimony when the Comprehensive Plan update proceeds to formal adoption hearings at future City Council meetings.

For questions or to submit written comments, members of the public can contact Brent Bybee, Community Development Director, bbybee@lapineoregon.gov.

Discussion

The draft goals and policies were developed through:

- Community Engagement – Including public workshops, stakeholder meetings, and targeted outreach to high school students; all occurring since the latter part of 2023.
- Review of Existing Plans – Ensuring consistency with adopted local and state policies.
- Interdepartmental Input – Contributions from City staff across multiple departments.
- Preliminary Review – Input from advisory committees and public comment.

Key Considerations for Review:

City Council and Planning Commission members are encouraged to consider:

- Do the draft goals and policies align with community priorities?
- Are there any areas that need further clarification or refinement?

Staff will incorporate feedback and edits from these sessions into the final Comprehensive Plan draft.

Staff Recommendation

No formal action is required at this time. Staff recommends that the City Council and Planning Commission provide feedback on the draft goals and policies, which will be revised accordingly before the adoption phase.

Attachments

- **Draft Comprehensive Plan Goals and Policies**
 - Goal 1: Citizen Involvement
 - Goal 2: Land Use
 - Goal 5: Natural Resources, Scenic and Historic Areas, and Open Space
 - Goal 6: Air, Water, and Land Resources Quality
 - Goal 7: Natural Hazards

Goal 1: Citizen Involvement

Goal 1: Maintain a comprehensive public information and involvement program to promote engagement in land use and transportation-related projects, decisions, and initiatives.

- Policy 1.1 Support the Planning Commission as the lead body responsible for facilitating community involvement in the land use planning process.
- Policy 1.2 Provide information and public notice to the residents of La Pine regarding land use projects and processes in transparent, easy-to-understand formats, including multiple languages where appropriate.
- Policy 1.3 Monitor and improve the City's website to provide consistent public access to information, services, news, and databases.
- Policy 1.4 Maintain adequate personnel and budget to support the City's land use-related public involvement program and ensure compliance with all state requirements for open meetings and open records.
- Policy 1.5 Establish clear rights and responsibilities of applicants, decision-makers, staff, and committees engaged in planning projects, initiatives, and decision-making processes.
- Policy 1.6 Establish interbody workshops between the Planning Commission and City Council to advise on individual topic areas regarding land use matters.

Goal 2: Ensure inclusive, meaningful, and innovative community participation.

- Policy 2.1 Design public involvement activities in a manner that identifies and addresses participatory barriers such as language, time, location, and level of involvement.
- Policy 2.2 Engage existing community groups and organizations to extend participation and engagement.
- Policy 2.3 Utilize emerging technologies, methods, and techniques to enhance and extend public involvement.



LA PINE 2045

COMPREHENSIVE PLAN

- Policy 2.4 Develop and utilize a consistent set of procedures for the City’s use of social media to share information.
- Policy 2.5 Create opportunities for youth to be engaged in planning projects and decision-making processes, including youth-focused initiatives and youth representation on City committees.
- Policy 2.6: Ensure that citizen engagement methods reflect community values by incorporating input on maintaining La Pine’s small-town feel.

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Goal 2: Land Use

Goal 1: Ensure adequate factual basis for all land use decisions and related actions by maintaining a clear process and policy framework for land use planning in La Pine.

- Policy 1.1 Update La Pine’s Comprehensive Plan goals and policies to reflect changes in the physical landscape, applicable law and policy, community demographics and priorities, and economic conditions to ensure accurate and effective guidance for future growth.
- Policy 1.2 Refine Comprehensive Plan policies in future updates based on well-documented existing conditions related to La Pine’s economic development, housing, and natural resources.
- Policy 1.3 Effectively engage La Pine community members, businesses, and agency partners when revising the City’s goals and policies.
- Policy 1.4 Update as necessary the Zoning Map to ensure continued alignment with the Comprehensive Plan goals and policies considering changing future conditions.
- Policy 1.5 Implement best practices in construction and in furtherance of La Pine’s adopted goals and policies by regularly reviewing the Development Code and revising as necessary.
- Policy 1.6 Ensure that land use and plan administration procedures consider relevant agreements with other local jurisdictions and plans by other local jurisdictions, and comply with regional, state, and federal plans and regulations.
- Policy 1.7 Include consideration of Comprehensive Plan goals and policies during City Council budgeting and policy-making processes.
- Policy 1.8 Encourage new construction to reflect architectural styles that maintain La Pine’s small-town character and be resilient to natural hazards.
- Policy 1.9 Periodically review and evaluate the effectiveness of the Downtown Overlay.



LA PINE 2045

COMPREHENSIVE PLAN

Goal 5: Natural Resources, Scenic and Historic Areas, and Open Space

Goal 1: Protect and enhance the function, health and diversity of the City's natural systems.

- Policy 1.1 Coordinate with the agency partners such as the Bureau of Land Management (BLM), United States Forest Service (USFS), Oregon Department of Fish and Wildlife (ODFW) and Department of State Lands (DSL) to preserve the natural environment on lands that are within the City.
- Policy 1.2 Protect and maintain the groundwater supply and quality essential to clean water and natural vegetation.
- Policy 1.3 Inventory city-wide storm runoff and implement stormwater management principles provided in the Central Oregon Stormwater manual.
- Policy 1.4 Support water conservation efforts within the Deschutes Basin to meet current and future water needs for La Pine.
- Policy 1.5 Monitor and adopt guidance from FEMA and DLCD to manage development within the flood plain and floodways and ensure compliance with FEMA.
- Policy 1.6 Maintain a riparian overlay zone along the Little Deschutes River to protect riparian, floodplain and wetland areas as well as important wildlife and ecological habitat.
- Policy 1.7 Notify applicable state and federal natural resource protection agencies, including the Department of State Lands (DSL), of development proposals potentially impacting important natural features and occurring in an area with wetlands or other waters of the state.
- Policy 1.8 Preserve mature and natural tree coverage through development regulations, tree inventories and working with partners to plant more native, drought-tolerant trees and mitigate for wildfire preparedness.



LA PINE 2045

COMPREHENSIVE PLAN

Goal 2: Acknowledge, protect, enhance, and commemorate La Pine’s historic and cultural resources.

- Policy 2.1 Inventory, preserve, and enhance distinctive historical and cultural features to create a sense of place and reflect La Pine’s history and heritage through the public realm.
- Policy 2.2 Promote La Pine’s historic and cultural resources through tourism and other economic development efforts.
- Policy 2.3 Provide staffing support for the Planning Commission to implement the City’s historic preservation program and establish opportunities to encourage regular maintenance, rehabilitation, and restoration of the historic and cultural resources.
- Policy 2.4 Coordinate with the State Historic Preservation Office to establish a review procedure that meets state requirements if archeological sites are identified in the City.
- Policy 2.5 Apply baseline protections from demolition or relocation of National Register sites and resources, per state requirement.

Goal 3: Conserve open space and protect natural and scenic resources.

- Policy 3.1 Promote the preservation of open space through recreational access that is sensitive to the environment.
- Policy 3.2 Connect trail networks beyond City boundaries to link recreational and natural areas surrounding La Pine.
- Policy 3.3 Require subdivision development occurring along major natural and scenic resources to provide public access as deemed appropriate.
- Policy 3.4 Incentivize the placement of structures in a way that is sensitive of view corridors to maintain the visual character of the area.



L A P I N E 2045

COMPREHENSIVE PLAN

Goal 4: Maintain and enhance a diversity of wildlife and habitats.

- Policy 4.1 Coordinate with agency partners such as ODOT and ODFW to delineate open space and trail areas to serve as wildlife migration corridors and crossings.
- Policy 4.2 Balance and integrate the development of parks and trails with the protection of habitat and designation of wildlife corridors throughout the City.
- Policy 4.3 Encourage habitat-friendly development practices for developments with Regionally Significant Fish and Wildlife Habitats.
- Policy 4.4 Coordinate with Deschutes County to ensure Goal 5 wildlife inventories and habitat protection programs are up to date through public processes, expert sources, and current or recently adopted plans and studies.

Goal 6. Air, Water, and Land Resources Quality

Goal 1: Maintain and improve the quality of air and land in La Pine.

- Policy 1.1: Coordinate with the Oregon Department of Environmental Quality (DEQ) and Deschutes County to reduce pollutant emissions and improve regional air quality.
- Policy 1.2 Ensure compatibility between land uses by separating and buffering pollutant-emitting land uses and sensitive populations through zoning and site design requirements like setbacks and landscaping.
- Policy 1.3 Encourage land use and transportation development patterns that reduce vehicle miles traveled to improve air quality and reduce greenhouse gas emissions.
- Policy 1.4 Promote innovative site and building designs through development code to reduce the adverse impacts of development on environmental quality
- Policy 1.5 Explore local, regional and statewide incentives and educational resources for residents regarding controlled burning projects and air quality concerns related to residential wood burning fireplaces and stoves.
- Policy 1.6 Encourage lighting design and practices that reduce the negative impacts of light pollution through Deschutes County’s Dark Sky ordinance.
- Policy 1.7 Share educational resources with the public to control noxious weeds and invasive species.

Goal 2: Protect and enhance La Pine’s groundwater resources.

- Policy 2.1 Coordinate with the La Pine Water and Sewer District and Deschutes County to complete sewer and water expansions for new and existing development where feasible.
- Policy 2.2 Collaborate with regional, state and federal agencies to implement the La Pine National Demonstration Project in order to protect the La Pine sub-basin's water quality while allowing planned development to occur.



LA PINE 2045

COMPREHENSIVE PLAN

Policy 2.3 Implement mitigation measures from the City of La Pine’s Addendum to the Deschutes County Natural Hazard Mitigation Plan (NHMP) related to the protection of groundwater quality.

Policy 2.4: Expand well monitoring and deepen community wells where needed to ensure long-term water security.

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Goal 7. Natural Hazards

Goal 1: Minimize the risk of natural hazards to people and property.

- Policy 1.1 Coordinate with Deschutes County on regularly updating and maintaining the Natural Hazard Mitigation Plan (NHMP).
- Policy 1.2 Coordinate with federal, state, and local partners regarding mapping of high wildfire hazard areas, floodplains, and other natural hazard areas within the City and lands adjacent to City limits.
- Policy 1.3 Use the development code to provide incentives and regulations to manage development in areas prone to natural hazards.
- Policy 1.4 Explore options to create a cluster sewer system for La Pine and the area of the county between La Pine and Sunriver.
- Policy 1.5 Improve existing sewer effluent leach field to mitigate high groundwater concerns.
- Policy 1.6 Improve water supply and delivery systems to reduce vulnerability to drought events by acquiring additional water rights and providing a second water line from the city's reservoir, wells, and pumps.
- Policy 1.7 Investigate and, where feasible, require developers or property owners to utilize tools such as conservation easements or dedications to preserve the natural state and health of the Little Deschutes River floodplain.
- Policy 1.8 Coordinate with electric utility providers to convert existing overhead lines to underground lines to reduce risk from windstorms, winter storms, wildfire, and other natural hazards.
- Policy 1.9 Establish safe harbor requirements for development in the City's residential zones to reduce wildfire risk.
- Policy 1.10 Implement development ordinance regulations related to wildfire to include waterwise and firewire (crossover) landscaping and structure hardening measures.



LA PINE 2045

COMPREHENSIVE PLAN

Policy 1.11: Enhance winter hazard mitigation by improving road de-icing and drainage solutions during extreme weather events.

Policy 2.12 Adopt and implement the applicable portions of the Deschutes County Community Wildfire Protection Plan, and process updates in coordination with any County updates to the plan.

Policy 2.12 Adopt standards towards and aspire to become a Firewise Community.

Goal 2: Support community-wide hazard preparation for people of all ages, abilities, cultures, and incomes.

Policy 2.1 Collaborate with appropriate agencies, including the Deschutes County Emergency Management and La Pine Rural Fire Protection District to update and implement emergency management plans.

Policy 2.2 Develop an outreach strategy to increase public awareness of the ShakeAlert Early Warning System in Deschutes County.

Policy 2.4 Expand public information and education for hazard awareness and natural disaster preparedness, especially for low-income, elderly, non-English speaking, and other vulnerable populations.

Goal 3: Improve coordination with public and private partners in response to natural disasters and associated emergencies.

Policy 3.1 Support plans and programs that increase the quality and redundancy of utility and transportation infrastructure to expedite the restoration of critical services following a natural hazard event.

Policy 3.2 Coordinate with emergency service providers when new development is proposed to ensure that response capacity can meet the needs of the new development.

Policy 3.3 Develop a coordinated wildfire mitigation strategy in partnership with Deschutes County, La Pine Rural Fire Protection District, the US Forest Service, Oregon Department of Forestry, and other relevant agencies.



L A P I N E 2045

COMPREHENSIVE PLAN

- Policy 3.4 Expedite the land use review processes for development in areas affected by natural disaster, while balancing code requirements related to floodplains and the wildland urban interface.

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CITY OF LA PINE, OREGON PLANNING COMMISSION

Wednesday, February 19, 2025, at 5:30 PM

La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Online access via Zoom: <https://us02web.zoom.us/j/88999625938>

MINUTES

CALL TO ORDER

Chair Myers called the meeting to order at 5:30 p.m.

ESTABLISH QUORUM

Commissioners

Chair Myers

Vice Chair Poteet – Absent (Excused)

Commissioner Hatfield

Commissioner Bauman

Commissioner Accinelli

Staff

Geoff Wullschlager – City Manager

Brent Bybee – Community Development Director

Amanda Metcalf - City Recorder

PLEDGE OF ALLEGIANCE

City Manager Wullschlager led the Pledge of Allegiance.

CONSENT AGENDA

1. 01.15.2025 Planning Commission Meeting Minutes
 - a. Public Comment Form R. Harp
 - b. Public Comment Form W. Elliott

Commissioner Bauman made a motion to approve the consent agenda. *Commissioner Hatfield seconded the motion.* Motion passed unanimously.

ADDED AGENDA ITEMS

There were no added agenda items

PUBLIC HEARING

None

OLD BUSINESS

None

NEW BUSINESS

1. Long Range Planning Update

Community Development Director Bybee reported that the community engagement phase of the comprehensive plan update had been completed following a successful week of Coffee and Comp Plan events and his outreach efforts at the high school.

He informed the Commission of upcoming workshops with the City Council, noting their scheduled dates and that they would take place before regularly scheduled Planning Commission meetings. These workshops would provide an opportunity for the governing bodies to offer feedback on the comprehensive plan update, review public engagement insights and staff notes, and ensure alignment with state laws, Senate bills, and relevant case law.

Director Bybee also outlined the adoption process for the comprehensive plan update, which would include two public hearings with the Planning Commission. If approved, the update would then proceed to the City Council for two additional public hearings. He emphasized that, to comply with the TA grant requirements, the comprehensive plan update must be adopted by May 31st.

He informed the Commission that he has been working with John Morgan, a consultant who had previously provided education on public land use law to the Commission. Mr. Morgan will be educating the new Council members and is in the process of scheduling a community training session at the Activity Center next month.

Lastly, he stated that he was working with ODOT on the TSP update. Once finalized and approved by the state, the City would be able to initiate the RFP process to select a consultant.

2. Current Planning Update

Community Development Director Bybee provided an update on current planning applications. For Type I applications, a sign permit for the Wickiup Park and Ride was under review.

For Type II applications, he reported that an application for a building in the industrial park had been deemed complete. The decision for Starbucks had been issued, with staff recommending approval, and the project was currently in the appeal period. A decision for a three-parcel partition on Rosland Road was expected to be sent out within the next week. Additionally, the application for a new gas station and mini-mart at Huntington and Burgess has been deemed complete and is under review.

For Type III applications, he noted that a 10-lot subdivision on Antler Lane was under review and that a public hearing would need to be scheduled.

OTHER MATTERS

None.

PUBLIC COMMENTS

None.

STAFF AND COMMITTEE COMMENTS

Community Development Director Bybee provided an update on the vacant position in the Planning Department. He stated that six candidates had been selected for interviews and that a decision and job offer would be made within the next week.

City Manager Wullschlager did not have any comments.

City Recorder Metcalf did not have any comments.

Commissioner Hatfield did not have any comments.

Commissioner Bauman did not have any comments.

Commissioner Accinelli did not have any comments.

Chair Myers did not have any comments.

Commissioner Hatfield made a motion to adjourn the meeting. *Commissioner Bauman seconded the motion.* Motion passed unanimously.

ADJOURN

Chair Myers adjourned the meeting at 5:57pm.

Pursuant to ORS 192.640: This notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the Planning Commission.

_____ Date:
Teri Myers, Chair

ATTEST:

_____ Date:
Amanda Metcalf, City Recorder