

**CWNA Annual General Meeting**  
**November 10, 2016, 5:30pm to 7:40pm**  
**Mt. Bachelor Village Resort**

**Attendees:**

<b>Board Members [Ward #]</b>	
Chad Sage – Chair [#2]	X
Lisa Mushel – Assistant Chair [#11]	
Alexis Scharff – Treasurer [#5]	X
Joe Richie – Secretary [#9]	X
Jim & Nansee Bruce [#1]	X
Tracy Pfiffner [#3]	X
Glen & Cynthia Grochowski [#4]	X
Steve Gatto [Ward #6]	X
Kelly Sparks [#7]	
Perry Brooks [#8]	
Jeanne Barry [#10]	

<b>Committee Heads/Coordinators</b>	
Bob Brell – Land Use	
Tina Burnside – Noxious Weeds	
Shane Austin – Membership DB	
Ron Webber – Broken Top	
TBD – Reserve at Broken Top	
Clint & Judy Whitfield (Mountain Gate)	X
Hans van den Houten (TripleKnot – Tetherow)	

We had approximately (25) CWNA members and three special attendees: 1) Sally Russell (City Council and CWNA liaison to City), Bill Wagner (Chairperson Bend Planning Commission), and Joshua Romero (Community Relations Manager taking over Anne Aurand’s NA role). Based on number of attending members and Board members, the CWNA Bylaws quorum requirement for the Annual Meeting was achieved.

**Agenda Items:**

<b>Topic</b>	<b>Information</b>
1. Sally Russell comments	A City Councilor’s role with the Neighborhood Associations is one of providing information but not advocacy for certain issues. CWNA is one of the more active NAs within Bend. Thanked everyone who voted for her.
2. Approve 9/22/16 Board meeting minutes	Motion by Tracy, second by Alexis to approve the Board Meeting Minutes from 9/22/2016. Unanimously approved.
3. Revisions to CWNA mailbox accounts	Motion by Tracy, second by Alexis to approve the selection of Rackspace at \$2/month for each mailbox created. Unanimously approved.
4. Committee Reports	Communications/Website (Tracy) – the primary communication method with CWNA members is via the website [centurywestneighborhood.com]. Also, members can sign up for the periodic newsletter via the web site. This informative communication provides an overview of the key activities within the Century West NA boundaries.  Transportation/Traffic (Jeanne) – no report  Westside (Jeanne) – no report

	<p>Land Use (Bob) – Bob Brell’s report is attached.</p> <p>BMPRD (Glen/Cynthia) – 1) Glen provided an update on the 10-acre park planned in Tetherow. There is no timeline for when an application will be submitted and if the park will or will not be available to the public. 2) He provided an update on the 14-acre Alpine Park located next to First-on-the-Hill. 3) Glen also provided an update regarding Deschutes River Trail access and possible new bridge location. The group studying this issue is looking at alternatives to provide access.</p>
<p>5. Annual Report (Chad)</p>	<p>In addition to the information from the Committee Reports, Chad covered the following topics:</p> <ul style="list-style-type: none"> <li>• CWNA applied for and received additional funding from the City of Bend. These funds were “unused” funds from other Neighborhood Associations. We used \$1,450 for updating the CWNA website and \$1,700 for the OSU-Cascades Forum.</li> <li>• OSU has created a single set of communications addressing community livability. The Community Connect contacts are: <ul style="list-style-type: none"> <li>○ Online at <a href="mailto:community.connect@osucascades.edu">community.connect@osucascades.edu</a></li> <li>○ Or via phone at 541-322-3196</li> </ul> </li> <li>• Although detailed in Bob Brell’s land use development report, Chad used the Best Western hotel development as a good example how CWNA was aware of the application to the City, assessed the application, and wrote a fact-based set of concerns back to the City within their two-week deadline. The City’s conditional approval includes many of the CWNA concerns with required remediation. Chad also talked about the Brett Evert 70-lot development and how CWNA will have to complete a similar process when the final land use development application is submitted to the City.</li> <li>• Based on changes to the website and membership database, the last CWNA membership numbers will not be available for several weeks.</li> <li>• There were several audience members who had land use development and other neighborhood issues. Those items are listed under “7. Membership Feedback”.</li> </ul>
<p>6. Finance Report (Alexis)</p>	<p>The funds provided by the City of Bend are \$2588 for the period starting in July 2016 and running through the end of June 2017.</p>
<p>7. Membership Feedback</p>	<p>The following is a listing of the <u>most discussed</u> comments/concerns from the members. We tried to capture all of the items discussed and apologize if we missed any.</p> <ul style="list-style-type: none"> <li>• Traffic flow due to parking on Chandler at the OSU campus area.</li> <li>• Speed limit and traffic flow near Braeburn.</li> <li>• Ability of the City to add a traffic circle or stop light near the</li> </ul>

	<p>Tetherow entry on Century Drive.</p> <ul style="list-style-type: none"> <li>• Assessment of new city councilor member impact on land use development.</li> <li>• Salem dictating the livability of all cities by forcing higher population density per acre on Bend.</li> <li>• Does not appear the Planning Department is consistently following the building code, but is approving variances. Examples included height restrictions, location of HVAC and other utilities, and street setback distances.</li> <li>• Traffic flow around the OSU campus as they expand beyond the 10-acre site.</li> <li>• The high number of “unlawful” pedestrians who think they have the right-of-way at traffic circles.</li> </ul>
8. Board Election	<p>Motion by Chad, second by Tracy to elect Steve Gatto to file the Ward #6 (The Parks) position vacated by Jane Raleigh. Unanimously approved.</p> <p>Chad provided the names of Board members running for re-election to a two-year term. He asked if there were any additional nomination from the membership in the audience. There were no other nominations.</p> <p>Motion by Tracy, second by Alexis to elect the following slate of “even numbered” CWNA Board positions. Unanimously approved.</p> <ul style="list-style-type: none"> <li>• Ward #2 – Chad Sage</li> <li>• Ward #4 – Glen &amp; Cynthia Brown Grochowski</li> <li>• Ward #6 – Steve Gatto</li> <li>• Member-at-Large #8 – Perry Brooks</li> <li>• Member-at-Large #10 – Jeanne Berry</li> </ul>
9. Adjournment	<p>Motion by Chad, second by Tracy to adjourn the meeting. Unanimously approved.</p>

**Action Items:**

Responsible Person	Action Item	Due Date
Chad Sage	Provide Board and membership with the latest total number of CWNA members and the percentage of the total CWNA tax lots (2,210) represented.	End of November 2016
CWNA Board	Determine the viability of a CWNA-sponsored UGB Forum to inform our members about the impact on land use development.	January 2017

**Submitted by: Joe Richie, CWNA Secretary**

## **Land Use Development Report**

**(Submitted by Bob Brell, Land Use Development Committee Head)**

**Bend Development Code Amendment to Master Plans.** PZ-16-1062. The City of Bend is proposing amendments to Chapter 4.5 Master Planning and Development Alternatives. The amendments to Chapter 4.5 propose a Neighborhood Master Plan, Institutional Master Plan and an Employment Master Plan process. Additional amendments for consistency and minor clean ups are proposed for BDC Chapters 1.1, 1.2, 2.1, 2.2, 2.3, 2.6, 2.7, 3.3, 4.1, 4.2, and 4.3.

- a.** In October 2015, the City of Bend Planning Commission (PC) endorsed an advisory committee to help update BDC Chapter 4.5 Master Planning and Development Alternatives. The advisory committee met 11 times beginning in December 2015.
- b.** On June 1, 2016, staff met with the City Council in a work session seeking input and direction from Council based on the advisory committee work product.
- c.** On June 13, 2016, the PC met to discuss but without a quorum deferred the item to the next PC meeting on June 27, 2016.
- d.** The PC met on June 27, 2016 to discuss Bend Development Code amendments to Chapter 4.5 Master Planning and Development Alternatives.
- e.** On August 8 and August 22, 2106, staff met with the PC to further discuss parking and transportation management aspects in the Master Plan
- f.** On September 26, 2016 the PC held a Public Meeting and begin deliberation.
- g.** On October 5, 2016 the PC forwarded its recommendation to the City Council.
- h.** On October 19, 2016, the City Council held a Public Hearing, closed the public hearing and kept the written record open to November 9, 2016.
- i.** The 1st Reading by the City Council is on the November 16, 2016 agenda.

The most significant development was the decision to not separate out “higher institutions of learning (College’s, University’s) for separate treatment.

**Public Neighborhood Meeting-The Lodges at Bachelor View.** On March 14, 2016, a Public Neighborhood Meeting was called where the developer, Brett Evert, shared his intent to build a subdivision consisting of 70 parcels on an approximately 10 acres identified as Tax Lot 2200 on Deschutes County Assessor’s Map #18-11-13BA and a portion of tax Lot 300 on Deschutes County Assessor’s Map # 18-11-12 also located adjacent to where Century Drive intersects with Bachelor View Road with Century Drive on the north, Braeburn Subdivision and Sunrise Village PUD on the East, Bachelor View Road on the west and private land on the south. The developer shared his vision for the subdivision. Attendees questions/concerns included transportation related impacts on Bachelor View Road and at the intersection at Century Drive, vehicular traffic through the Braeburn subdivision, turn lanes in and out on and from Century Drive ; alignment of Bachelor View Road with Skyline Ranch Road; provisions for school buses ; pedestrian crossing of Century Drive; posted speed on Century Drive; absence of traffic calming on Century Drive; absence of open space in the subdivision; density of the subdivision; parking and driveway access on homes on Bachelor View Road among many other concerns expressed at the meeting.

**The developer has not submitted an application to the City of Bend as of November 8, 2016.**

**Best Western Plus.** On August 31, 2016, the City issued a NOTICE OF PENDING ADMINISTRATIVE REVIEW having received an Application for a limited land use decision. The Application has been assigned project numbers PZ-16-0605 and PZ-16-0606. The Applicant, Rita and John Santillan of Spokane, WA requested a Type II Site Plan Review & Design Review for a 4-story, 120 unit hotel and

restaurant on a 2.7 acre site, zoned Commercial Limited (CL) and located at the intersection of Century Drive and Mt Washington Drive. The Application also requests a Class C Variance to exceed the 55-foot height standard of the CL zone. The development property location is specifically Tax Lots 1001 and 1002 on Deschutes County Tax Assessor Map 181206CO and also identified as 1082 & 1050 SW Yates Drive. Public comments were allowed through September 14, 2016.

The CWNA Board voted to submit comment to the staff reviewer, Brian Harrington, Associate Planner, City of Bend. Comments included an objection to the Class C Variance requesting a height of 63 feet, an objection to a left in from Century Drive into the hotel complex, an objection to the site plan and a concern regarding illegal left hand turns from Yates Drive onto Mt Washington Drive. On October 14, 2016, the Application was approved and mailed and became final on October 26, 2016. The decision was made with 25 “conditions of approval”. The concerns expressed by CWNA and surrounding neighbors were all considered with mitigation required in most instances. Our continuing concern is that the BDC (Bend Development Code) is being managed more as a guideline and not as a quasi-judicial document (which it is) which should draw lines clearly and without interpretation; deviation should be an exception.

#### **Board Meeting Minute Acronyms**

**BMPRD** – Bend Metro Parks and Recreation District

**BDC** – Bend Development Code

**CAC** – Community Advisory Committee

**CEAC** – Campus Expansion Advisory Committee

**CMSCTF** – Cascade Middle School Crosswalk Task Force

**COB** – City of Bend

**CWNA** – Cascade West Neighborhood Association

**CWNA BOD** – CWNA Board of Directors

**LUBA** – Land use Board of Appeal

**NA** – Neighborhood Association(s)

**NART** – Neighborhood Associations Roundtable

**OSU-C** – Oregon State University Cascades

**PC**-- Planning Commission

**TSAC** – City of Bend Traffic Safety Advisory Committee

**UGB** – Urban Growth Boundary

**WTS** – Westside Transportation Study