



CWNA Board Meeting
August 17, 2017, 6:30pm to 8:30pm
Broken Top Club – Board Room

Attendees:

| Board Members [Ward #] | |
|-------------------------------------|---|
| Jim & Nansee Bruce [#1] | |
| Chad Sage – Chair [#2] | X |
| Tracy Pfiffner [#3] | X |
| Glen & Cynthia Grochowski [#4] | |
| TBD – Treasurer [#5] | |
| Steve Gatto [Ward #6] | |
| Kelly Sparks [#7] Nathan Moses | |
| Perry Brooks [#8] | |
| Joe Richie – Secretary [#9] | X |
| Susan Collins [#10] | |
| Lisa Mushel – Assistant Chair [#11] | X |
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| | |

| Committee Heads/Coordinators/Guests | |
|-------------------------------------|---|
| Bob Brell – Land Use | X |
| Tina Burnside – Noxious Weeds | |
| Ron Webber – Broken Top | X |
| TBD – Reserve at Broken Top | |
| Shane Austin – Membership DB | |
| | |
| Sally Russell – Bend City Council | |
| | |
| Laurie Doherty [The Parks] | X |
| Bill Gregoricus [Awbrey Butte NA] | X |
| Gavin Leslie [Awbrey Butte NA] | X |
| Brad Clements [Awbrey Butte NA] | X |
| Penney Mathes [First on the Hill] | X |
| Julia Shumway [The Bulletin] | X |

Agenda Items:

| Topic | Information |
|---|---|
| 1. Approve 6/8/17 Board meeting minutes | Meeting minutes were approved with updated status on the “Action Items” section. |
| 2. Committee Reports | <p><u>Membership (Steve)</u> – No report.</p> <p><u>Online-Communications (Tracy)</u> – A blog has been added to the CWNA website. Tracy requested any Board member wanting to add an item to the blog should send her an email with the word “blog” in the subject line.</p> <p><u>Transportation/Traffic (Perry)</u> – No report.</p> <p><u>Westside (TBD)</u> – No report.</p> <p><u>Land Use (Bob)</u> – The August Land Use Development report is attached below.</p> <p><u>BMPRD (Glen/Cynthia)</u> – No report.</p> <p><u>Neighborhood Association Round Table (Chad)</u> – No report since last NART meeting was cancelled.</p> |

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|--------------------------------|--|
| | <p><u>Finance (TBD)</u> – Last fiscal year’s funding was reconciled and this fiscal year’s funds were just received from the City of Bend.</p> |
| <p>3. Old/Current Business</p> | <p><u>Tetherow Public Park</u> – Laurie Doherty provided a status report outlining recent actions taken by Tetherow. It appears Tetherow is proposing reducing the public park from 10 acres to as low as 2 acres. The Board approved Chad Sage to issue a letter to Bend Parks and Rec and attaching the CWNA May 15, 2017 letter to Deschutes County (recorded May 25, 2017) that expressed our position Tetherow should be held accountable for building the 10 acre public park as they had originally committed.</p> |
| <p>4. New Business</p> | <p><u>CWNA Compliance Report</u> – Each Neighborhood Association is required to provide the City of Bend with an annual compliance report. Chad to provide draft to Lisa and Joe for comment.</p> <p><u>Ward change and open ward availability</u> – Not discussed.</p> <p><u>Council goal setting touchpoint (Romero email request)</u> – City Council is requesting information how the NAs are supporting the City goals. We need further clarification from the city.</p> <p><u>Board member current commitments and process obligations</u> – This topic was deferred.</p> <p><u>Charter Review Committee</u> – Not discussed.</p> <p><u>Annual Membership and Board Election meeting</u> – The Board agreed to tentatively schedule this meeting for October 11, 2017 from 5:30pm to 7:30pm. In order to attract more members, Chad will contact Bill Mosley to be the lead speaker with other City staff as supporting speakers on topics like road maintenance, traffic safety, noise and other livability issues. The “odd” numbered Ward positions are the ones up for election this year. Those are: Jim Bruce (#1), Tracy Pfiffner (#3), Alexis Scharff (#5), Kelly Sparks (#7), Joe Richie (#9), Lisa Mushel (#11). It was noted that Alexis and Joe will not be returning to the Board so new volunteers need to be contacted. Bob Brell mentioned we should solicit support from Sunrise Village.</p> |
| <p>5. Next Board Meeting</p> | <p>The next meeting will be September 13 starting at 6:00pm at the Broken Top Club – Board Room.</p> |

Action Items:

| Responsible Person | Action Item | Due Date | Complete? |
|--|--|-----------------|---------------------|
| Lis Mushel | Spend up to \$100 for CWNA Facebook advertising & give invoice to Chad. | 6/23/17 | Yes |
| Chad Sage | Contact Robin Lewis and Sally Russell to obtain their commitment to attend and discuss the City of Bend's transportation plan at the October CWNA Membership and Election meeting. [Ties to Bill Mosley invite!] | 7/14/17 | Yes |
| All | Develop 1-2 ideas for aligning CWNA goals with City of Bend goals. | 8/17/17 | |
| All | Come with names of 1-2 people who you think would be good additions to the CWNA Board – either now or for the October election. | 8/17/17 | |
| Chad Sage | Assure May 15, 2017 CWNA letter to Deschutes County regarding the Tetherow 10 acre public park is archived and posted within CWNA's paper and electronic files. | 8/25/17 | Yes, add to website |
| Chad Sage | Send CWNA letter to Bend Parks and Recreation regarding CWNA position on Tetherow public park. | 8/25/17 | Yes |
| Chad Sage | Provide draft of NA compliance report to Lisa and Joe for comment. | 8/25/17 | Yes |
| Chad Sage | Contract Bill Mosley as potential lead speaker at the CWNA annual meeting in October. | 8/25/17 | Yes |
| Chad Sage | Determine potential candidates to nominate for open Board positions at October annual meeting. | 9/13/17 | Yes |
| Tracy Pfiffner | Determine availability and cost of renting conference room and Sunrise Village. | 9/13/17 | Yes |
| Chad Sage, Lisa Mushel, & Tracy Pfiffner | Establish written processes for handling electronic requests and communications, such as a business requesting member list or posting ad on CWNA web site, extracting of mailing list from CWNA database, etc. | 9/13/17 | |
| Joe Richie | Reserve the BTC Board Room for the 9/13/17 meeting 6pm to 8pm. | 8/18/17 | Yes |

9/14/17 Approved

Submitted by: Joe Richie, CWNA Secretary**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

August Land Use Development Report by Bob Brell, CWNA Land Use Head
(Land Use Development Report-August 2017as amended on August 17, 2017)

1. **Project Number PZ-17-0156. Type II Site Plan and Design Review. 930 Yates Drive.** Applicant/Owner Yates Point LLV has requested a Type II Site Plan & Design Review application for a three story, 30,072 sf, mixed use building with an underground garage on a .59-acre property zoned Limited Commercial (CL) and designated Mixed Use (MU). The application was reviewed concurrently with a 2-lot partition (PZ-17-0155) that creates this subject property. **Both PZ-17-0155 and PZ-17-0156 were approved on July 6, 2017 with 25 Conditions of Approval. The Approval became final on July 18, 2017.** To access ePlans, go to the City of Bend website www.bendoregon.gov, From the **SERVICES** menu, select **ONLINE SERVICES**, then select **ePlans (Public Viewer)**. Then enter the project number PZ-17-0155 and PZ-17-0156 in the search bar and press enter on your keyboard. CWNA had no comment on this application
2. **Notice of Neighborhood Meeting. Acom Consulting representing Verizon Wireless** is proposing a new wireless telecommunications facility to be located at 19785 Simpson Ave. The Neighborhood Meeting was held on May 24, 2017. The specific location appears to be due south of the Bend Parks & Recreation District property and adjacent to the Deschutes County Demolition Landfill site. The facility would be located within a 30 foot by 30-foot fenced lease area inclusive of a proposed 80-foot wireless facility designed to resemble a pine tree. CWNA was not represented at the Neighborhood Meeting (oversight) but has no objection to the facility.
3. **Project Number PZ-17-0225. Century Drive. Type II application for a Short-Term Rental.** Applicant/Owner Scott & Heather Cunningham requested a Type II application for a Short-Term Rental in the Residential Standard (RS) Zone located at 19576 Century Drive. **The application was approved on June 9, 2017 with 7 Conditions of Approval to include 1) maximum short-term rental occupancy of 8 persons and 2) a minimum of 3 off-street parking spaces. The decision became final on June 21, 2017.** The application, all documents and evidence submitted by or on behalf of the applicant can be viewed in ePlans from the City of Bend website. To access ePlans, go to the City of Bend website www.bendoregon.gov, From the **SERVICES** menu, select **ONLINE SERVICES**, then select **ePlans (Public Viewer)**. Then enter the project number PZ-17-0225 in the search bar and press enter on your keyboard. CWNA had no comment on this application.
4. **Project Number PZ-16-0954. River Vale. NOTICE OF DECISION.** Applicant/Owner River Vale Limited Partnership requested a Type III quasi-judicial Master Planned Development Application for River Vale, a 37-acre, 78-lot residential development for single family detached dwellings, open space tracts and trails in the Residential Low Density (RL) Zone. The project is located at 19462 Pine Drive which is outside but adjacent to the CWNA boundary to the southeast. The City of Bend held a public hearing before the City Council on Wednesday, July 19, 2017. **On August 2, 2017, the Bend City Council adopted Ordinance NS-2294, amending the Bend Development Code, to create the 37.4-acre River Vale Master Plan Area. The action taken by the Bend City Council is a final action. The ordinance goes into effect on September 1, 2017.** An Appeal by any party made be made to LUBA (Land Use Board of Appeal) at the State level. Questions should be directed to Aaron Henson, Senior Planner, at 541-383-4885 or ahensen@bendoregon.gov.
5. **Project Number PZ-16-0955. River Vale.** A Burdon of Proof is expected soon requesting a Master Plan subdivision approval. The application, all documents and evidence submitted by or on behalf of the applicant to date can be viewed in ePlans from the City of Bend website www.bendoregon.gov . To access ePlans, go to the City of Bend website www.bendoregon.gov, From the **SERVICES** menu, select **ONLINE SERVICES**, then select **ePlans (Public Viewer)**. Then enter the project number PZ-16-0955 in the search bar and press enter on your keyboard. **CWNA does not plan to comment.**
6. **File Number 247-17-000195-SP. Site Plan to Establish a Park within the Tetherow Destination Resort.** Applicant/Owner Tetherow Glen 58, LLC has proposed to establish a 10-acre park within the Tetherow Resort. The park will include parking, play structures, pool, bathrooms, picnic areas, shelter, trails, lawn and landscaping. Included with the proposal is to designate these facilities as private for the use of Tetherow Resort property owners. The Tetherow

Resort CMP (Conceptual Master Plan) and FMP (Final Master Plan) approved in 2005 specified the Park Tract to be dedicated as permanent open space and serve as a buffer between the Resort and surrounding neighborhoods such as The Parks at Broken Top and Broken Top. At the request of The Parks and Broken Top CWNA members, the CWNA Board of Directors have notified the Planning Division, Deschutes County of its objection to the use of this 10-acre park for anything other than the original intended and approved use. **As of August 15, 2017, there has been no further public action from Deschutes County.**

7. **Project Number PZ-17-0331. Lost Lake Drive. Type II Application for a Whole House Short-Term Rental.** Applicant/Owner Jeff and Rosanne Alwen applied for a Type II Application for a whole house short-term rental in the Standard Density Residential (RS) Zone. Located at 19569 Lost Lake Drive; also known as Lot 49 Parks at Broken Top. **The Application was approved on July 24, 2017 with 7 Conditions of Approval to include 1) a maximum short-term rental occupancy of 6 persons and 2) a minimum of 2 parking spaces. The Decision became final on August 5, 2017.** The application, all documents and evidence submitted by or on behalf of the applicant, as well as public comments, can be viewed in ePlans from the City of Bend website www.bendoregon.gov. To access ePlans, go to the City of Bend website www.bendoregon.gov, From the **SERVICES** menu, select **ONLINE SERVICES**, then select **ePlans (Public Viewer)**. Then enter the project number PZ-16-0331 in the search bar and press enter on your keyboard. **CWNA did not comment.**
8. **Project Number PZ-17-0377. Type II Design Review for a 3,700-square foot science lab building in the Commercial Limited (CL) Zone, in conformance with Site Plan Review PZ-14-0210.** Applicant/Owner Bend Science Station and OSU-Cascades applied for a Type II Design Review for a 3,700-sq. ft. science lab building in the Commercial limited (CL) Zone in conformance with Site Plan Review PZ-14-0210. **The application was approved on July 20, 2017 with 2 Conditions of Approval. The decision became final on August 1, 2017.** The application, all documents and evidence submitted by or on behalf of the applicant, as well as public comments, can be viewed in ePlans from the City of Bend website www.bendoregon.gov. To access ePlans, go to the City of Bend website www.bendoregon.gov, From the **SERVICES** menu, select **ONLINE SERVICES**, then select **ePlans (Public Viewer)**. Then enter the project number PZ-16-0331 in the search bar and press enter on your keyboard. **CWNA did not comment.**
9. **Project Number PZ-17-0398. Western Communication Inc.** Applicant/Owner Western Communications Inc have requested a pre-application meeting to eliminate 85 parking spaces and relocate approximately 10 parking spaces to their back-loading area.
10. **Notification of Public Meeting. Broken Top.** Gold Ring LLC proposes to subdivide lots #18-11-01-DO-11500 into 6 single-family residential lots. The 2.7-acre parcel is currently occupied by the Broken Top Club pool facility, pickle ball courts and tennis courts located to the north of Metolius Drive, west of Mt Washington Drive, east of Bridge Creek Drive, and south of Broken Top Drive. A brief presentation of the proposed development will be made at the Public Meeting to be held on Tuesday, August 29, 2017 at 6-7:00 PM at the Broken Top Club, 62000 Broken Top Drive.
11. **Pre-Application Meeting Application. 1609 SW Chandler.** Applicant Pinnacle Architects on behalf of owners Reed Stoops and Joe Brotherton have requested a pre-application meeting with the City of Bend to discuss development of 1.13 acres located at 1609 SW Chandler Avenue, Tax Map & Lot Number 181206Co-00600 and zoned C1. The proposal is for a mixed-use project consisting of commercial space at ground level and a mix of one and two-bedroom units above to total approximately 60 to 65 units and a 5-level structure. A zone change from C1 to MU (Mixed Use) would be required. An August 24, 2017 meeting has been requested with City staff.