



CWNA Board Meeting
June 8, 2017, 6:02pm to 8:07pm
Broken Top Club – Board Room

Attendees:

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

Committee Heads/Coordinators/Guests	
Bob Brell – Land Use	X
Tina Burnside – Noxious Weeds	
Ron Webber – Broken Top	
TBD – Reserve at Broken Top	
Shane Austin – Membership DB	
Sally Russell – Bend City Council	
Laurie Doherty [The Parks]	X
Bonnie Walker [Sagewood]	X
Lori Domarchuck [1 st on the Hill]	X

Agenda Items:

Topic	Information
1. Approve 5/4/17 Board meeting minutes	Minutes were approved with minor corrections by Chad Sage and Joe Richie. The Board appreciates Lisa Mushel’s extra effort to help with this specific task.
2. Committee Reports	<p><u>Membership (Steve)</u> – Lisa stated the membership solicitation post card will be sent out the week of June 12, 2017. The membership database “clean-up/validation” will be the next major task.</p> <p><u>Website/Communications (Tracy)</u> – Lisa discussed the efforts to connect with existing and prospective CWNA members via Twitter and Facebook.</p> <p>The Board agreed “Hot Topics” should be posted on an “as required” basis but no less than once per month, and the CWNA Newsletter should be distributed once per quarter.</p> <p><u>Transportation/Traffic (Perry)</u> – Perry has agreed to take over this responsibility since Jeanne has left the CWNA Board.</p> <p><u>Westside (TBD)</u> – There was no report.</p> <p><u>Land Use (Bob)</u> – The June Land Use Development report is attached below.</p> <p><u>BMPRD (Glen/Cynthia)</u> – A copy of the Broken Top Community Associations’</p>

	<p>Board letter to the Deschutes County Community Development department regarding the Tetherow Park tract is attached below.</p> <p><u>Neighborhood Association Round Table (Chad)</u> – There was no NART meeting last month.</p> <p><u>Finance (TBD)</u> – The present balance available to spend by the end of June 2017 is \$1,451.57; this is the same amount as reported in the May 5, 2017 meeting minutes. Need to get all current invoices paid by the end of June! The Board approved the following expenditures:</p> <ul style="list-style-type: none"> • Lisa Mishel to spend up to \$100 on Facebook advertising. • Chad Sage to pay for Shane Austin’s CWNA web site maintenance work from January to end of June 2017. • Chad Sage to pay the Board member liability insurance premium for 2017. • Chad Sage to authorize Shane Austin to spend \$150 for a 5-year commitment to the CWNA domain name through Weebly and \$10 per year for domain name privacy protection.
<p>3. Old/Current Business</p>	<p>No items were covered here.</p>
<p>4. New Business</p>	<p><u>CWNA Board Meetings</u> – The Board agreed to the following tentative schedule:</p> <ul style="list-style-type: none"> • no July meeting • meetings in August and September • Annual Membership and Election meeting in October <p><u>2017 Action Items</u> – Chad asked for all Board members to determine how we can align the CWNA actions with Bend City Council 2017 – 2019 Goals (see attached one-pager).</p> <p><u>CWNA Board Positions</u> – There are several board positions presently open:</p> <ul style="list-style-type: none"> • Treasurer (Alexis Scharff) due to health issues. • Secretary (Joe Richie) will be leaving after the October Annual Membership and Election meeting. • Land Use Committee Head (Bob Brell) will be leaving after the October Annual Membership and Election meeting. <p><u>Editor’s note:</u> Bob was the founder of CWNA. He has been the driving-force behind the growth of CWNA’s membership; it is difficult to say “no” when he asks you to volunteer! He has developed a strong influence within the City of Bend (Council and staff) and Deschutes County. His knowledge of the City of Bend land use development code is only surpassed by those working within that City department! If you want to know “who to call”...just ask Bob!</p>

	<p>Bob will certainly be missed but not forgotten by CWNA. For our sake and his, we need to make an <u>informative but timely</u> transition.</p> <p>Bob, enjoy your “next” retirement!</p>
5. Next Board Meeting	<p>The next meeting will be August 17, 2017 starting at 6:30pm at the Broken Top Club – Board Room.</p> <p>NOTE: The 2017 CWNA Annual Membership & Board Member Elections meeting will be held in October.</p>

Action Items:

Responsible Person	Action Item	Due Date	Complete?
Lis Mushel	Obtain PPS CWNA member post card printing invoice.	6/23/17	Yes
Lis Mushel	Spend up to \$75 for CWNA Facebook advertising & give invoice to Chad.	6/23/17	In process
Chad Sage	Obtain Shane Austin web site maintenance invoices for 2017.	6/23/17	Yes
Chad Sage	Determine insurer and if liability insurance premium has been paid; if not pay for 2017.	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.	7/14/17	In process
All	Develop 1-2 ideas for aligning CWNA goals with City of Bend goals.	8/17/17	In process
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	In process
Joe Richie	Reserve the BTC Board Room for the August meeting.	6/9/17	Yes

6/9/17 Draft
8/17/17 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

June Land Use Development Report by Bob Brell, CWNA Land Use Head

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 is being reviewed concurrently with a 2-lot partition that creates this subject property. Written comments were due by May 9, 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-17-0155 and PZ-17-0156 in the search bar and press enter on your keyboard. CWNA had no comment on this application. As of June 6, 2017, the project, assigned to Brian Harrington, Associate Planner, is “In Review”.
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 not objection to the facility.
3. **Project Number PZ-17-0225. Type II application for a Short-Term Rental.** Applicant/Owner Scott & Heather Cunningham have requested a Type II application for a Short-Term Rental in the Residential Standard (RS) Zone and located at 19576 Century Drive. Written comments were due by May 25, 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. As of June 6, 2017, the project assigned to Nicolas Lennartz, Assistant Planner, is “In Review”.
4. **Project Number PZ-16-0928. DECISION OF CITY OF BEND HEARINGS OFFICER on Appellants appeal from an administrative decision granting the Applicants application for a 65-lot residential subdivision in two phases on 10.97 acres zoned Residential Density (RS), entitled “The Lodges at Bachelor View”.** The Hearings Officer issued the decision on May 23, 2017 which **AFFIRMED** the administrative decision on appeal with one modification. In summary, the Hearings Officer denied two preliminary motions by the Applicant and dismissed seven assignments of error by the appellant and one by the Applicant and affirmed the administrative decision issued by the City on February 25, 2017 with amended language regarding Condition of Approval 25 dealing with the crosswalk across Century Drive.

The City’s Notice of Decision dated February 25, 2017 identified eight (8) Conditions of Approval dealing with the intersection at Bachelor View Road and Century Drive. One of the Conditions of Approval requires the City to conduct a “study” to lower the speed limits on Century Drive from 55 mph to 45 mph beginning at the City Limits. The City initiated the study on or about May 15, 2017.

The Decision can be accessed by going online and searching the City of Bend, Oregon website www.bendoregon.gov. From the **SERVICES** menu, select **ONLINE SERVICES**, select **ePlans (Public Viewer)**. Then enter **PZ-16-0928** in the search bar to find the project. The decision can be found in the file labelled **Review & Decision**, then in the sub file labelled **Decision of Hearings Officer 5/23/2017**.

The Appellants, Bachelor View Neighbors and Century West Neighborhood Association, have until June 13, 2017 to appeal the Hearings Officer decision to the State of Oregon Land Use Bureau of Appeal (LUBA). Further appeal is not expected.

5. **Project Number PZ-16-0954. NOTICE OF RESCHEDULED PUBLIC HEARING. River Vale.** Applicant/Owner River Vale Limited Partnership are requesting 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 Public Hearing has been rescheduled to Monday, June 26, 2017 at 5:30 PM in the City of Bend Council Chambers at 710 NW Wall Street. The property is more specifically located between the RiverRim PUD and the Deschutes River. All persons wishing to be heard on the project are invited to attend the public hearing or to provide written comments. Comments must be directed toward the criteria that apply to the project. Failure to raise an issue in person at the hearing or in writing, or failure to provide statements or evidence with sufficient specificity to afford the decision-maker an opportunity to respond to the issue precludes appeal based on that issue. The Project Number must be referenced with any written comment. Written comments may be submitted at any time prior to or at the hearing. Written comments may be emailed to the Staff Reviewer, Aaron Henson, AICP, Senior Planner; 541-383-4885; ahenson@bemndoregon.gov.

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. The Staff Report will be available in ePlans at least 7 days prior to the Hearing. 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-16-0954 in the search bar and press enter on your keyboard.

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.



**BROKEN TOP
COMMUNITY ASSOCIATION**

May 16, 2017

Planning Division
Deschutes County Community Development Department
P.O. Box 6005
117 NW Lafayette Avenue
Bend, Oregon 97708-6005

**Re: Tetherow Glen 58, LLC Site Plan Application
File No. 247-17-000195-SP**

Site Plan Application 247-17-000195-SP, submitted by Tetherow Glen 58, LLC to the Deschutes County Planning Division on March 22, 2017, proposes construction of a private lap pool and activity pool with restrooms, as well as a picnic shelter, playground, paved walkways and a 27-space parking lot on Tetherow's Park Tract. The application also proposes a split rail fence running along the property line between Tetherow and its neighbors to the east. The Park Tract currently consists of 10 acres of dedicated open space, preserved in its natural state, with mature old growth ponderosa pine and juniper trees.

Broken Top Community Association opposes Tetherow's proposal to construct a private recreational facility on the Park Tract because it is inconsistent with the findings in the Tetherow Destination Resort Conceptual Master Plan and Final Master plan, both approved in 2005. The master plans require that:

- The Park Tract shall be preserved as a 10-acre public park dedicated to permanent open space; and
- The Park Tract shall serve as a buffer between the resort and surrounding neighborhoods.

Tetherow secured approval as a Destination Resort in 2005 based on findings that the resort would establish the Park Tract as a public park and open space. Tetherow should not now be permitted to back away from its obligation to preserve the Park Tract as open space for use by the public. Tetherow has more than 700 acres on which to construct private recreation facilities.

Should the resort wish to pursue construction of additional swimming pools or other private facilities, those facilities must be located in areas originally identified and approved for such development by the master plan decisions.

Respectfully,

For the Broken Top Community Association and Board of Directors

Mike Chrystal, President BTCA

Stephen Herr, General Manager BTCA

Bend City Council Goals 2017 – 2019

Goal 1: Execute a growth plan that preserves community values	Goal 2: Move people around Bend quickly, safely, and reliably	Goal 3: Increase affordable housing options	Goal 4: Keep residents safe with innovative and cost-effective Public Safety services	Goal 5: Modernize and professionalize how City government runs
Complete fundamental planning work to create a more predictable process	Improve street maintenance and update Snow Removal policies	Develop metrics of housing needs on income that leverage funding and supply strategies	Deploy alternative, more cost effective service models	Conduct a City Charter review to explore provisions identified by Council
Prioritize planning and infrastructure investments in expansion areas and opportunity sites	Develop a short term capital improvement strategy, including use of Transportation Fund reserves	Prioritize land use and infrastructure planning that maximize the supply of affordable housing	Implement the Community Engagement Program in the Police Department	Review Council Rules
Leverage private sector development activity through a cross-functional rapid response team	Reformat the Transportation Safety Advisory Committee with the charge of providing long term sustainable funding that:	Increase supply of affordable housing through a package of incentives, removing regulatory barriers, and increased land supply and funding options	Construct an additional Fire/EMS Station in the central core of the City	Align City Boards and Committees to Council Goals
Enhance communication between City, University, and Neighborhoods	Relieves congestion, improves connectivity and safety, and creates additional options	Work with community partners to provide housing plus services for people who are chronically homeless due to mental health and substance abuse issues	Prepare for the Fire/EMS/Operating Levy renewal	Increase capacity of the Neighborhood Association system
Develop fair and cost effective options for residents converting from septic to sewer	Updates the Transportation System Plan			Replace the City's operating software as a key drive for business process improvements
Employ energy efficiency and fossil fuel use reduction policies to guide operations and growth plans	Improves the process for responding to Neighborhood requests			Create systems to improve, prioritize and monitor resource allocation
	Expand transit service and work towards sustainable funding			Elevate consistency and quality of project management skills across the organization
				Promote and improve the City's performance management systems

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