



## Community Development Department

Planning, Building Safety, Environmental Soils, Code Enforcement  
PO Box 6005, Bend, Oregon 97708-6005  
117 NW Lafayette Avenue  
[www.deschutes.org/cd](http://www.deschutes.org/cd)

### MEMORANDUM

**TO:** Deschutes County Planning Commission

**FROM:** Nick Lelack, Director

**DATE:** July 14, 2016

**SUBJECT:** Planning Division Work Plan FY 2016-17 Update, Planning Commission Retreat

---

#### SUMMARY

Two brief items are scheduled for the Planning Commission meeting on July 14. The first item will be an update on the adopted Planning Division Work Plan for Fiscal Year 2016-17, highlighting projects scheduled for the first quarter (July 1, 2016-September 30, 2016). The second item is to schedule and prepare for the Planning Commission's annual retreat.

#### PLANNING DIVISION WORK PLAN FY 16-17 UPDATE

Planning staff will meet with the Board of County Commissioners in a work session on Wednesday, July 13 to finalize the list of projects to be initiated or completed during the first quarter of this fiscal year. Staff will update the Planning Commission on the outcome of this work session at the meeting. Please find attached the staff memorandum to the BOCC for the work session.

The two highest priority Planning Division work projects during the first quarter will be to facilitate the adoption of the Bend UGB amendment and to process the high volume of land use permit applications during peak development season. If the BOCC rescinds the ordinance opting-out of marijuana businesses this summer, the number of applications is expected to increase further. The new marijuana land use applications will involve interpreting new County marijuana regulations, and potentially complex, controversial, and/or contested cases, which often result in public hearings and appeals.

#### PLANNING COMMISSION RETREAT

The purpose of this agenda item is to discuss potential dates, locations, and agenda items for a Planning Commission retreat later this summer or in fall. In prior years, the retreats have been approximately 6-8 hours and included tours (South County neighborhoods and roads, North County agriculture/farms), a meal, and discussion of what's working, what needs improvements, etc.

Retreat agenda items this year may include: tour, DIAL/website/property records training, procedures (e.g., Roberts Rules of Order), what's working and what needs improvement, and whether the Planning Division work plan should expand over a longer planning horizon (i.e., 3-5 years vs. 1 year).