



Community Development Department

Planning Division Building Safety Division Environmental Soils Division

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PLANNING COMMISSION APPLICATION

Due Friday, May 19, 2017 at 5:00 p.m.

The Planning Commission advises the Board of County Commissioners on land use planning issues and serves as the State required Citizen Advisory Committee (see attached Code sections). The Commission meets the 2nd and 4th Thursdays of each month, starting at 5:30 p.m. in Bend. Additional meetings may be required, and meetings may be held in other parts of the county. **State Law requires each Planning Commissioner to submit a quarterly statement of economic interest.**

Please complete this application, submit a resume, and provide a letter of interest briefly stating: (1) why you are interested in serving on the Commission; (2) important land use issues you believe the Commission should address and your opinions on them; (3) your experiences, background, and/or interest in rural land use planning; and (4) your ability to work collaboratively on a board or committee.

To ensure compliance with Deschutes County Code, which ensures a variety of occupations are represented on the Commission, please complete the following (please print):

Name: _____

Home Address, Telephone & Email: _____

Occupation: _____

Company/Organization: _____

Business Address & Telephone (if applicable): _____

Position Applied For (Bend Area and/or At-Large): _____

Are you an officer or employee of any partnership or corporation that engages principally in the buying, selling or developing of real estate for profit?

Please check one: Yes No

Notes/explanation:

I certify that that the foregoing is correct to the best of my knowledge.

Name Printed

Date

Signature

**To request this information in an alternate format, please call (541) 330-4640 or
send an email to Whitney.Hale@Deschutes.org.**

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Chapter 2.52. DESCHUTES COUNTY PLANNING COMMISSION

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2.52.010. Created - Jurisdiction.

There shall be a Deschutes County Planning Commission ("commission"). It shall be the planning commission for the unincorporated area of the County outside the adopted Urban Growth Boundaries of the Bend, Redmond and Sisters urban areas.

(Ord. 94-048 § 2, 1994; Ord. 94-056 § 4, 1994)

2.52.020. Membership - Qualifications.

- A. The commission shall be composed of seven members, appointed by the Board of County Commissioners, who reside within the County.
- B. No more than two members may be engaged in the same kind of occupation, business, trade or profession or be members, officers or employees of any partnership or corporation that engages principally in the buying, selling or developing of real estate for profit.
- C. No commission member shall serve more than two full terms or 10 years, whichever is greater, except that the Board may extend the term of a planning commission member to complete a project which commenced prior to expiration of the term. In no case shall such extension exceed six months.
- D. The membership of the commission shall, as much as possible, be representative of the various geographic areas of the County. This should generally consist of the following: One member from the south County area of La Pine and Sunriver (Townships 19-22); two members from the Bend area (Townships 17 and 18); one member from the Tumalo area (Townships 16, Ranges 11 or 12); one member from the Sisters area (Townships 14 or 15, Ranges 9, 10 and 11); one member from the Redmond area (Townships 14 or 15, Ranges 12 or 13); and one member at large. Failure to achieve such geographic representation shall not affect the validity of any action taken by the planning commission.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.030. Expense reimbursement.

Commission members shall receive no compensation, but shall be reimbursed for authorized expenses.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.040. Removal from office-Conditions.

A member of the commission may be removed by the board for findings of misconduct, nonperformance of duty, or three consecutive unexcused absences from regular meetings.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.050. Vacancy filling.

Vacancies on the commission shall be filled by the Board for the unexpired term of the predecessor in office. Vacancies in the commission created by the expiration of a member's term shall be filled by the Board for a term of four years. The terms of office shall start on July 1.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.060. Chair and Vice-Chair.

At its first meeting in January of each year, the commission shall elect from among its membership a chair and a vice-chair. No commissioner shall be chair for more than two consecutive years.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.070. Meeting schedule.

The commission shall hold at least one regular meeting each month at a time and place fixed by it.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.080. Quorum, rules and procedures.

A majority of the members of the commission shall constitute a quorum. The commission may establish rules, regulations and procedures for its operation consistent with applicable laws of the state and the County.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.090. Conflicts of interest.

A member of the commission shall not participate in any commission proceeding or action in which any of the following have a direct, substantial financial interest: the member or his or her spouse, brother, sister, child, parent, father-in-law, mother-in-law or any business which he or she is negotiating for or has an arrangement or understanding concerning prospective investment or employment. Any actual or potential interest shall be disclosed at the meeting of the commission where the matter is being considered.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.100. Powers and duties.

A. The commission shall have the following duties:

1. To carry out a comprehensive planning program, using citizen input and public hearings when appropriate, within its area of jurisdiction and to coordinate its activities with other jurisdictions, planning bodies and districts.
2. To review at its discretion land use decisions of the Hearings Officer within its jurisdiction under Deschutes County ordinances.
3. To act as the citizen involvement committee under the Deschutes County Comprehensive Plan, PL-20 and advise the Board on citizen involvement programs; to study and propose such measures as are advisable for promotion of the public interest, health, safety, comfort, convenience and welfare within the geographic area of the commissions' jurisdiction.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.110. Advisory duties.

The commission may:

- A. Recommend and make suggestions to the Board and other public authorities concerning the laying out, widening, extending and locating of public thoroughfares, parking of vehicles, relief of traffic congestion, betterment of housing and sanitation conditions, and establishment of districts for limiting the use, height, area, bulk and other characteristics of buildings and structures related to land development within the County.

- B. Recommend to the Board, and other public authorities, plans for regulating the future growth, development and beautification of the County, and development within the County of proper sanitation, public utilities, transportation facilities and appropriate incentives for overall energy conservation.
 - C. Recommend to the Board, and other public authorities, plans for the promotion, development and regulation of the economic needs of the community.
 - D. Evaluate and make recommendations to the Board, and other public authorities, on the regulation, conservation and use of natural resources.
- (Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)

2.52.120. Staff services.

The County planning staff is responsible for preparing staff reports and submitting them to the commission. The staff shall prepare public notices and set agendas for the Planning Commission. The staff shall keep minutes, findings and reports of the Planning Commission as public records. The County Planning Director and County Legal Counsel or their respective designees may serve as ex officio, nonvoting members of the planning commission.

(Ord. 94-056 § 4, 1994; Ord. 94-048 § 2, 1994)