

**CWNA Board Meeting Minutes**  
**June 13, 2007**  
**Recorded by Denise Gorman**

**Meeting called to order by McKrell.**

**Introductions and Comments from the Outgoing Chair**

Outgoing Board members present: Brell and Ray. Continuing and new Board members present: McKrell, Gorman, Fleming, Light and McKrell. Absent: Evert, Julie Austin and Shane Austin. Board Coordinators and Committee Heads present: Ron Webber and Jeanne Berry. Additional CWNA members present: Clint and Judy Whitfield (Mountain Gate). Additional potential new CWNA members present: Dick Payne (Touchmark) and Jeff Schopfer (Cascade Village).

**Approval of May 15, 2007 CWNA Spring General Meeting Minutes**

Moyer motioned. All were in favor.

**Election of Officers and Appointment of Committee Heads**

Brell distributed a draft of Officer and Committee Head Positions and Duties as recommended by him for the good of CWNA's future success.

Moyer took over the meeting at this time. He reviewed the Positions and plans to further discuss at the next Board meeting, after first meeting with Light.

McKrell nominated Moyer as CWNA Chair. All were in favor. Moyer accepted. Moyer nominated Light as Vice-chair. All were in favor. Light accepted.

Land-use Committee Head – Brell plans to continue this role, but indicated that he will be gone during the winter in which his communication on any actions might be slightly delayed. Ray confirmed he would stand in at any Land-Use meetings while Brell is out of town.

Jeanne Berry will continue as Traffic Safety.

Judy will continue as Membership Head.

Julie Austin has transitioned to Website. Light motioned to recognize Julie Austin to this position. All were in favor.

**Land Use Development - Brell**

Brell requested his June 12 email be included in the minutes. No discussion or comments.

The following represents status on Land Use actions within CWNA boundaries:

1. Type II Site Plan and Design Review. Mountain Gate Crossing Mixed Use Development. PZ 06-871. The applicant, AWBG Alexander Court LLC, is proposing a 140 unit residential mixed use development on a 5.68 acre site in the commercial Limited (CL) Zone. The property is located south of the intersection of Century Dr and Mammoth Dr and abuts the subdivisions of Mountain Gate, Sunrise Village and Westbrooke Meadows. On March 12, 2007, the Associate Planner, Brian Harrington, issued notice of a PUBLIC HEARING before the Hearings Officer Karen Green on Wednesday, April 11, 2007 at 7:00 pm in City Hall Council Chambers. The Public Hearing was held; interested parties have had opportunity to submit written comments or be heard. The record will remain open for written comment through April 20, 2007. The Hearings Officer indicated she expected to make a decision by mid-June. CWNA did not comment.
2. Lot Line Adjustment Application. Mountain Gate Crossing Mixed Use Development. PZ 06-660. On February 8, 2007, the City Associate Planner, Greg Blackmore, published a Notice of Pending Administrative Review stating the applicant, AWBG Alexander Court LLC requested the City review a Lot Line Adjustment Application to vacate a roughly 270 foot platted private way named Alexander Court. On February 27, 2007, the City published a Notice Of Public Hearing stating the City of Bend will hold a public hearing before the Hearings Officer Karen Green on Thursday, March

- 29, 2007 at 7:00 pm in the City of Bend Council Chambers to hear the issue. The Public Hearing was held. CWNA did not comment. The Hearings Officer denied the application on June 12, 2007.
3. Type II Site Plan and Design Review southeast corner of Reed Market Road and Century Drive. PZ 07-66. On February 22, 2007, the Associate Planner, Matt Martin, published notice of a Type II Site Plan and Design Review of the construction of three mixed use buildings and related site and public improvements in the Commercial Limited (CL) Zone. The buildings are of varying size totalling 100,357 sq ft for retail, office and residential uses. The buildings have varying heights with the tallest being 65 feet. The development is proposed in two phases. Comments were due back no later than March 8, 2007. The Associate Planner hoped to issue his findings by the first part of May but has not as of this date. CWNA did not comment. The application has also been challenged by the Mt. Bachelor Village ARC re: building height.
  4. Metolius Drive to be Deeded to the City of Bend. On June 6, 2007, the City Council voted to authorize the City Manager to sign an addendum to the License and Water and Service Agreement between Arrowood Development LLC and the City of Bend which initiates the process for Metolius Drive to become a city street. This agreement binds Arrowood Development LLC to make capital improvements bringing Metolous Drive up to "collector street" standards within two years. Until the improvements are complete, Metolius Drive will remain gated at the entrance to the Tetherow Destination Resort. CWNA has been advised that BTCA (Broken Top Community Association) is supportive of the agreement assuming the City agrees in a written contract to 1.) provide BTCA easements to maintain the landscaping that borders Metolous Drive and Broken Top PUD property, 2.) apply for a 25 MPH speed limit with ODOT and 3.) provide traffic mitigation at the Devils Lake intersection.
  5. Bend Development Code Section 4.1.210 (B) Amended. Section 4.1.210 (B) in Bend's Development Code requires an applicant to hold a neighborhood meeting for a Plan Amendment, Zone Change, Conditional Use Permit, Subdivision or Site Plan Review for structures exceeding 10,000 square feet. To ensure the meetings are in conformance with the Development Code, the City has developed two forms for use by the applicant when conducting a neighborhood meeting. These forms were initially offered as optional. For meetings held after June 1, 2007, the City will require these forms be used at the meeting and submitted to the City with application materials. Applicants will also be asked to hold these meetings during evening hours to provide greater opportunity for public participation. The forms are available in the City of Bend Planning Division lobby as well as on the Cities website; the forms are in triplicate with one for the City, one for the applicant and one for the NA.
  6. Plan Amendment Application. The City of Bend has asked for a Plan Amendment to amend the text of the Lot Line Adjustment section of the Bend Development Code. The request is specifically to amend Section 4.3.500 (A) (1) and allow for the elimination of one lot or parcel by means of the lot line adjustment provisions of the Code. The City of bend held a public hearing before the Planning Commission on Monday, May 14.

### **Transportation and Traffic Safety - Berry**

TSAC Report – Berry distributed the meeting minutes from the May 15, 2007 TSAC meeting. Brell attended the meeting in Berry's absence. Brell reviewed the issues he discussed during that meeting. He confirmed there has been no response from Tetherow Roundabout Letter to the City submitted in January.

### **Membership Status and Plans - McKrell**

McKrell confirmed there was a large response from last month's meeting. She reviewed the list that Julie emailed earlier today. Membership stands at 479 members.

### **Database/Website Status – Julie Austin**

Light indicated that Julie Austin plans to demonstrate a new program for CWNA's database management. Moyer welcomes her idea and the Board will compare to their existing set-up.

Brell presented the article from today's The Bulletin. It shows a revised map of the UGB study area. The map shows that Tetherow was excluded from City annexation. Two future open meetings are planned with the City of Bend Planning Commission. Discussion followed.

**Other Business –**

Fleming discussed ideas for a "Bio" section of the CWNA website and encouraged Board Members and Committee Heads to email him information to include on that page (see website).

CWNA is looking for a liason between CWNA and Bend Parks and Recreation. No responses to Brell as of yet. Gorman will speak with Bob Jamieson and Susan Hopkins and see if either would consider.

**Motion to adjourn at 8:35pm.**