

City of Bandon

PLANNING COMMISSION AGENDA DOCUMENTATION

DATE: July 21st, 2022

Planning Department Report

ITEM NO: 7.4

SUBMITTED BY:



Dana Nichols, Planning Manager



MEMORANDUM

TO: Planning Commission
FROM: Dana Nichols, Planning Manager
DATE: July 21st, 2022
RE: Planning Department Report

The purpose of this memorandum is to provide a summary report to the Commission about Planning Department activities, including details about on-going projects and changes to practice in the Department.

Planning Applications

Received as of July 14th, 2022 (YTD):

Single Family Dwelling ZC	Accessory Structures ZC	Conditional Use Permit	Land Divisions	GAR	Other
32	10	8	5	3	25

Materials and information about pending Land Use decisions:

<https://www.cityofbandon.org/planning/page/pending-land-use-decisions>

Materials and information about recent Land Use decisions:

<https://www.cityofbandon.org/planning/page/recent-land-use-decisions>

Year-to-date the Planning Department has received 82 applications, thirty-two (32) of which are for new single-family dwellings. Last year at this time we received 42 SFD applications, and in 2020 we received 24. We are seeing slightly fewer applications for new homes this year, though that may be because there are fewer and fewer lots available for development. We continue to receive information requests for new development, including subdivisions, commercial businesses, and map amendments.

Planning Fees Collected in FY22

	July - December	January	February	March	April	May	June	YTD
Total Fees	\$62,890.55	\$8,370	\$13,725	\$10,870	\$6,050	\$11,950	\$13,592	\$128,247.41

The Planning Department ended the year with 135% of expected revenue collected. The City's right-sized permit fees were intended to cover the costs required to process applications. Revenue received covered about 50% of personnel services.

Project Updates

- Staffing Changes: The Planning Department is currently recruiting to fill the position of Planner I and will hopefully have someone hired by the time of your next meeting.



City of Bandon Planning Department

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- Grants: The City reviewed ODOT qualified applicants for upcoming Transportation System Plan update. Staff provided ODOT with their preferred choice this week, and we hope to have the project started by early August. Staff met with the lead from FCS Group, Todd Chase, for preliminary work with the Housing Needs Analysis. The first step in the project is data collection, which has required staff to provide building permit data, GIS information, and existing plans and maps to the consultant for review. The consultants will then prepare a Buildable Lands Inventory, which will guide discussion regarding our “need” for housing. Staff will be assembling a Housing Committee to provide input during the process. Interested members of the public should contact the Planning Department.
 - Joint Council/Commission Meeting: Staff have tentatively scheduled a Joint Council/Commission meeting for you on September 19th at 1:30 PM. We hope to have you discuss an update to your work plan, as well as some of the recent hot topics, the view line and the vacation rental dwelling ordinance. If there are other topics you would like to discuss, please let staff know ahead of the meeting so we can coordinate and prepare.
 - Other: Planning Commission iPads have arrived. They are currently being set up by our contracted tech support and will be available for your August meeting. Staff will contact you when they are ready to be picked up at City Hall.
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