



PLANNING COMMISSION MEETING MINUTES

NEWBERG PLANNING COMMISSION MINUTES

January 13, 2022, 7:00 pm

414 E First St.

City Hall Permit Center Conference Room

Newberg Teleconference

(This is for historical purposes as meetings are permanent retention documents and this will mark this period in our collective history)

Chair Jeffrey Musall called the meeting to order at 7:02 p.m.

PLANNING COMMISSION ROLL CALL:

Members present: Jeffrey Musall, Chair
Jason Dale
Kriss Wright
Charles Aban
Connor Hansen
Jessica Harrington
Aiden Gray, Student

Absent: Sharon Capri, excused

Staff present: Doug Rux, Community Development Director
Mary Heberling-Creighton, Housing Planner
Ashley Smith, Planning Assistant
Brett Musick, Senior Engineer

INTRODUCTIONS OF NEW PLANNING COMMISSIONERS:

All Commissioners and staff introduced themselves.

PUBLIC COMMENTS: None

CONSENT CALENDAR:

1. Approval of the December 9, 2021, Planning Commission meeting minutes

MOTION: PC Wright /PC Dale moved to approve the December 9, 2021, Planning Commission Meeting Minutes.
Motion carried (7 Yes/0 No).

ELECTION OF CHAIR AND VICE CHAIR:

MOTION: PC Musall/PC Dale moved to nominate Kriss Wright for Planning Commission Chair. Motion carried (7 Yes/0 No).

MOTION: PC Wright /PC Musall moved to postpone nominations for Vice Chair to the next meeting on February 10, 2022. Motion carried (7 Yes/0 No).

QUASI-JUDICIAL PUBLIC HEARINGS:

(Complete registration form to give testimony - 5-minute maximum per person except for principals, unless otherwise set by majority motion of the Planning Commission).

A CUP21-0007 - Conditional use permit approval to use a single-family dwelling as a vacation rental home, 709 E Franklin Street, Resolution 2022-01

1. Call To Order:

Chair Wright called the hearing to order at 7:16 p.m.

2. Call for Abstentions, Bias, Ex Parte Contact, and Objections to Jurisdiction: None

3. Legal Quasi-Judicial Announcement: Legal announcement read by Student PC Gray.

4. Staff Report:

Community Development Director Rux presented the staff report. This was a request to approve a Conditional Use Permit to use an existing 3 bedroom single family home as a vacation rental on E Franklin Street. He gave a background on the application including the location, zoning, and applicable criteria. The property was located in an existing single-family home neighborhood near downtown and the university. It was similar to regular residential use in design and operating characteristics and four off-street parking spaces were provided on site. The owner would register with the City and pay the required transient lodging tax. Contact information and vacation rental standards would be posted next to the front door. The maximum occupancy would be 6 guests (2 per bedroom). Staff recommended approval with conditions.

5. Public Testimony:

a. Applicant:

Richard Rupp and Erin Lynch, applicants, said they would be staying in the house at least once per month for work. This proposal was a realistic way to keep the house and be able to afford it. They realized it was a residential area and would be respectful of that. The property manager they would be using would take care of any noise issues right away. It would be a four person occupancy with no pets, and quiet hours after 9 p.m.

b. Proponents: None

c. Opponents and Undecided:

Mark Gaidos, Newberg resident, had lived in this neighborhood for years. It was a close-knit community and he was concerned about the livability eroding significantly due to all the rental housing. There were already a few vacation rentals

in the neighborhood. He agreed the application met the criteria, but he asked the Commission to consider a target density for vacation rentals in neighborhoods. Neighborhoods needed to be maintained north and south of the downtown core as viable neighborhoods where people lived in their own homes and not absentee landlords.

PC Dale clarified Mr. Gaidos was against the concept of vacation rentals themselves, not this particular application. Mr. Gaidos responded he was not against the concept, but the amount of rentals and whether they would have a target density cap in neighborhoods. They were taking homes away from the affordable housing inventory and he was concerned they would be replaced with infill triplexes and quadplexes. He wanted to maintain the character of the neighborhoods.

PC Dale responded approaching this from an affordable housing perspective was a good way to bring it forward to the Commission and to make legislative changes.

Robin Baker, Newberg resident, lived next to the home. He agreed with the comments made by Mr. Gaidos. He was not against the application, but was concerned about the number of rentals in the neighborhood. At some point, it was no longer a neighborhood and they needed to maintain the historic residential area. He thought there should be limits to how many homes could be vacation rentals.

PC Dale commented that it could be approached through affordable housing, creating legislation to limit the number through a percentage in a given area, or through historic preservation restrictions.

PC Musall thought this was a sound application, but vacation rentals should be addressed in the future.

CDD Rux discussed the City's work on affordable housing and possibly creating a historic district downtown. He encouraged those who spoke to share these views with the City Council.

Chair Wright encouraged the Commission to bring back recommendations to the next meeting.

6. Close of Public Testimony

Chair Wright closed the public testimony portion of the hearing at 7:46 p.m.

7. Final Comments from Staff and Recommendation:

CDD Rux said staff recommended approval.

8. Planning Commission Deliberation and Action:

PC Hansen agreed there should be limits to vacation rentals.

PC Dale noted the application met all of the criteria.

MOTION: PC Musall/PC Dale moved to approve Conditional Use Permit CUP21-0007 to allow a single-family dwelling as a vacation rental home at 709 E Franklin St, Resolution 2022-01. Motion carried (7 Yes/0 No).

B CUP21-0008 - Conditional use permit approval to use a single-family dwelling as a vacation rental home, 1400 N Hoskins Street, Resolution 2022-02

1. Call To Order:

Chair Wright called the hearing to order at 7:49 p.m.

2. Call for Abstentions, Bias, Ex Parte Contact, and Objections to Jurisdiction: None

3. Legal Quasi-Judicial Announcement: Student PC Gray read the legal Quasi-Judicial guidelines.

4. Staff Report:

CDD Rux presented staff report. This was a request for a Conditional Use Permit to use an existing 5 bedroom single family home as a vacation rental on N Hoskins St. He described the location, zoning, and applicable criteria. The home was located near downtown and the university. It was similar to a regular residential use in design and operating characteristics. There were three proposed off-street parking spaces plus one space in the garage. The owner would register with the City and pay the required transient lodging tax. Contact information and vacation rental standards would be posted next to the front door. The maximum occupancy would be 10 guests (2 per bedroom). The premise would not include RVs, tents, or other temporary shelters. Staff recommended approval with conditions.

5. Public Testimony:

a. Applicant:

Brian and Beth Keyser, applicants, said they had lived in the home for 24 years. They intended to come back from time to time and would still like to utilize the house when they were in the area. It was important to them that the house be managed well. Their property manager would do an excellent job to make sure the renters were monitored and behaved. They hoped other families could utilize the home to enjoy the area.

Chair Wright said the title only showed four bedrooms originally. She asked how many bedrooms the house had. Mr. Keyser responded they had added on to the home, and it now had five bedrooms.

b. Proponents: None

c. Opponents and Undecided: None



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6. Close of Public Testimony:

Chair Wright closed the public testimony portion of the hearing at 8:03 p.m.

7. Final Comments from Staff and Recommendation:

CDD Rux said staff recommended approval.

8. Planning Commission Deliberation and Action:

PC Musall commented on spelling errors in Item F, Page 4.

Chair Wright noted errors on Pages 5, 9, 10, 11 and 12 as well.

MOTION: PC Dale /Student PC Gray moved to approve Conditional Use Permit CUP21-0008 to allow a single-family dwelling as a vacation rental home at 1400 N Hoskins St, Resolution 2022-02. Motion carried (7 Yes/0 No).

ITEMS FROM STAFF:

CDD Rux noted Planning Commissioner training in McMinnville on January 31. The code audit project was moving forward and the Planning Commission would be the Citizens Advisory Committee which might mean additional meetings. He then commented on upcoming agenda items.

The next Planning Commission meeting would be held on February 10, 2022, at 7:00 p.m.

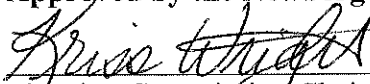
ITEMS FROM COMMISSIONERS:

Student PC Gray asked about making a recommendation to the City Council regarding vacation rentals. CDD Rux responded staff would prepare material for the February meeting for the Commission to discuss it further.

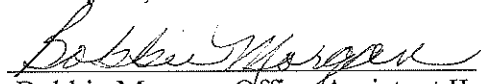
ADJOURNMENT:

Chair Wright adjourned the meeting at 8:16 p.m.

Approved by the Newberg Planning Commission this February 10, 2022.



Planning Commission Chair



Bobbie Morgan, Office Assistant II