

NEWBERG PLANNING COMMISSION MINUTES
August 11, 2022

CALL MEETING TO ORDER:

Chair Wright called the meeting to order at 7:00 p.m.

ROLL CALL

Members Present: Kriss Wright, Jason Dale, Connor Hansen, Charles Aban, Linda Newton-Curtis, Aiden Gray, and Jeffrey Musall (arrived late)

Absent: Sharon Capri

Staff Present: Community Development Director Doug Rux; Assistant Planner Ashley Smith; Assistant Planner Sam Gudmestad; Office Assistant Fé Bates; Senior Engineer Brett Musick

PUBLIC COMMENTS

None

CONSENT CALENDAR

Action:	To approve the June 9, 2022 Planning Commission minutes.
Motion:	PC Aban
Second:	PC Newton-Curtis
Vote:	Yes 6 No 0 Abstain 0 Absent 2

QUASI JUDICIAL PUBLIC HEARINGS

ORDER 2022-11: CUP22-0006- Conditional use permit approval to use a single-family dwelling as a vacation rental home, 909 E Sixth St.

Chair Wright opened the public hearing and called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Commissioner Gray read the legal announcement.

Assistant Planner Gudmestad presented the staff report. This was a request for a Conditional Use Permit for a vacation rental on E Sixth Street. He gave a background on the property, location and zoning, site view, and applicable criteria. Staff recommended approval with conditions.

Chair Wright pointed out some typos in the staff report.

There was discussion regarding how there was a one car garage and one car driveway and water line size.

Applicant Testimony: Jeff Hartley described the house. He lived nearby and planned to manage the rental. Emily Hartley said this would help create more lodging options for families.

There was no other public testimony.

Chair Wright closed the public testimony.

Discussion:

Commissioner Gray asked how the applicant planned to address complaints if they were 30 minutes away. Ms. Hartley said they had relationships with the neighbors who had their contact information.

Commissioner Hansen was concerned about the growing number of vacation rentals. He asked if there had been any reports done about concentrations of vacation rentals. Community Development Director Rux said they presented that information to Council and Council directed staff to do additional research and bring back more information.

Action: Approve Order 2022-11 /CUP 22-0006- Conditional use permit approval to use a single-family dwelling as a vacation rental home, 909 E Sixth St

Motion: PC Hansen
Second: PC Newton-Curtis
Vote: Yes 6 No 0 Abstain 0 Absent 2

QUASI JUDICIAL PUBLIC HEARINGS

ORDER 2022-10: CUP22-0007- Conditional use permit approval to use a single-family dwelling as a vacation rental home, 919 E Henry Road

Chair Wright opened the public hearing and called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Commissioner Gray read the legal announcement.

Assistant Planner Gudmestad presented the staff report. This was a request for a Conditional Use Permit for a vacation rental home on E Henry Road. He gave a background on the property, location and zoning, site view, and applicable criteria. Staff recommended approval with conditions.

Applicant Testimony: Bryce Kurtz had owned the property for many years and wanted to use it in a different way, especially to be available for George Fox parents. They were adding arborvitae and a garden shed to screen the neighbor. He lived in town and neighbors had his phone number. A management company would manage the rental and screen clients as well as maintain the property.

Proponents: None

Opponents: Rachel Edwards, Newberg resident, feared for her safety due to the fact that there was ability to see into each other's yards and windows. Temporary tenants did not share the same ownership habits or considerations. She was concerned about dogs, the loose fence, and disruption to the neighborhood.

Community Development Director Rux said if there were complaints against the rental, Code Enforcement would address them. In the last seven and a half years, he had only received one complaint on one vacation rental.

Mr. Kurtz said he planned to replace the fence where needed and also planned to screen the windows with arborvitae and the shed.

Ms. Edwards thought the short term rental would change the neighborhood.

Mr. Kurtz said applicants would be screened. With a short term rental, the chances of a barking dog would be small.

Commissioner Newton-Curtis asked for more details about the screening. Tahnee Peterson, rental manager, said they would only allow guests with high ratings from other rentals.

Chair Wright closed the public testimony.

Commissioner Gray lived close to the property, but did not have a bias towards the application.

Action: Approve ORDER 2022-10: CUP22-0007- Conditional use permit approval to use a single-family dwelling as a vacation rental home, 919 E Henry Road

Motion: PC Gray
Second: PC Dale
Vote: Yes 6 No 0 Abstain 0 Absent 2

ORDER 2022-08: CUP22-0008- Conditional use permit approval to use a single-family dwelling as a vacation rental home, 1506 E First Street

Chair Wright opened the public hearing. She called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Commissioner Gray read the legal announcement.

Assistant Planner Smith presented the staff report. This was a request for a Conditional Use Permit for a vacation rental home on E First Street. She gave a background on the property, location and zoning, site view, and applicable criteria. Staff recommended approval with conditions.

Chair Wright pointed out a typo in the staff report. There was discussion regarding the water and stormwater lines.

Applicant Testimony: Julie Fugate said they had four long term rental houses and wanted to convert this one to a short term rental. She described the house. They lived nearby and neighbors had her phone number.

There was no other public testimony.

Commissioner Musall joined the meeting at 8:08 p.m.

Chair Wright closed the public testimony.

Action:	Approve ORDER 2022-08: CUP22-0008- Conditional use permit approval to use a single-family dwelling as a vacation rental home, 1506 E First Street
Motion:	PC Aban
Second:	PC Hansen
Vote:	Yes 7 No 0 Abstain 0 Absent 1

ORDER 2022-09: CUP22-0009 - Conditional use permit approval to use a single-family dwelling as a vacation rental home, 107 W Ashley Court

Chair Wright opened the public hearing. She called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Commissioner Gray read the legal announcement.

Assistant Planner Smith presented the staff report. This was a request for a Conditional Use Permit for a vacation rental home on W Ashley Court. She gave a background on the property, location and zoning, site view, and applicable criteria. Staff recommended approval with conditions.

Applicant Testimony: Leo Eguchi & Sasha Callahan explained why they wanted a vacation rental, particularly for concerts in August. They lived in Boston, but came to Newberg in the summer and during the year as they were able. They would like to contribute to the area culturally. They noted their address was incorrect in the presentation. They would have a local management company manage the property.

There was no other public testimony.

Chair Wright closed the public testimony.

Action:	Approve ORDER 2022-09: CUP22-0009 - Conditional use permit approval to use a single-family dwelling as a vacation rental home, 107 W Ashley Court
Motion:	PC Musall
Second:	PC Newton-Curtis
Vote:	Yes 7 No 0 Abstain 0 Absent 1

RESOLUTION 2022-381: ANX22-0001 - Annex 2.16 acres into the Newberg city limits, Riverfront Master Plan Area, R3229 02100 (portion within Urban Growth Boundary)

Chair Wright opened the public hearing. She called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Commissioner Gray read the legal announcement.

Community Development Director Rux presented the staff report. This was a request to annex 2.16 acres of former mill site associated property into the City. He gave a background on the property, location, Comprehensive Plan Map designation, Zoning map, existing utilities, and criteria. Staff recommended approval.

There was no public testimony.

Chair Wright closed the public testimony.

Action:	Approve RESOLUTION 2022-381: ANX22-0001 - Annex 2.16 acres into the Newberg city limits, Riverfront Master Plan Area, R3229 02100 (portion within Urban Growth Boundary)
Motion:	PC Musall
Second:	PC Dale
Vote:	Yes 7 No 0 Abstain 0 Absent 1

ITEMS FROM STAFF

Anticipated Schedule of Planning Commission Activities Memo.

Community Development Director Rux reviewed the calendar of upcoming meetings and past actions of the Commission. Regarding short term rentals, the Council asked staff to do additional research. He did not have a timeline for that work to be done.

ITEMS FROM COMMISSIONERS

Commissioner Musall asked about HOA rules for grass watering. He asked if the City code addressed that. Community Development Director Rux replied HOAs were a private matter. The City did not get involved and did no enforcement of HOA regulations. There was no current list of HOAs within the City.

Community Development Director Rux said this was Commissioner Gray's last meeting as she was going to college.

The Commission thanked her for her work.

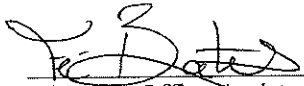
Chair Wright asked if GIS could provide a map of the vacations rentals in downtown as well as criteria for a possible cap.

Community Development Director Rux replied there already was a map. He still had to research criteria for a cap.

Chair Wright asked about limitations in historic districts. Community Development Director Rux said Newberg had no historic districts.

ADJOURNMENT: The meeting was adjourned at 9:01 p.m.

Attest: 
Kriss Wright, Planning Commission Chair


Fé Bates, Office Assistant