City of Maupin
PO Box 308
Maupin, OR 97037

Tel: 541-395-2698
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MEETING NOTICE
CITY OF MAUPIN PLANNING COMMISSION
Tuesday, August 13, 2019
6:00 p.m.
At Maupin City Park, 206 Bakeoven Road, Maupin OR

The meeting is open to the public and location is accessible to persons with disabilities.

AGENDA

1) Call Meeting to Order / Roll Call of Commission and Staff / Pledge of Allegiance

2) Consent Agenda. Approval of Minutes of March 12 and May 14, 2019

3) Audience Participation. This time is set-aside for public to speak on any subject which does not later appear on the agenda. Three minutes per person will be allowed. The maximum amount of time for all public comments under this agenda item will be 15 minutes. If a response by the Commission is requested, the speaker will be referred to Administrative Staff for further action. The issue may appear on a future meeting agenda for Commission consideration.

4) Worksessions:

   a) Light Industrial/Commercial "LI/C" Zoning Text/Map
   b) Small rezones (housekeeping)
   c) Commercial Zones - Mixed Use

5) Communications

6) Next Meeting

7) Adjourn

Public Testimony

The Commission places great value on testimony from the public. People who wish to testify are encouraged to:

- Provide written summaries (8 copies to the City Recorder prior to the agenda item)
- Recognize that substance, not length, determines the value of testimony
- Endorse, rather than repeat, testimony of other witnesses with whom you agree
- The Chairman may limit time for testimony on any item and may set time limits (usually 3 minutes) for individual speakers

Thank you for taking the time to present your views.

Note: Because of the uncertain length of time needed, the Commission may deal with any item at any time in the meeting. Anyone wishing to be heard on any item should arrive when the meeting begins to avoid missing an item of interest.

PRESIDING: Dale Madden

Commission Present: Dale Madden, Denis Carlsen, Andrew Kreipe, Suze Riley

Commission Absent: Carol Beatty

Staff: Recorder DeOra Patton, Planner Dan Meader

Visitors Present: Karen Tacker, Susan Kay, Mia Sheppard, Peter Simonson

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE. The meeting was called to order by Chairman Madden at 6:12 p.m. Roll Call of Planning Commission was conducted by Recorder Patton. Chairman Madden led the Commissioners in the Pledge of Allegiance.

CONSENT AGENDA: APPROVAL OF MINUTES OF FEBRUARY 20, 2019. Removed

PUBLIC HEARING TO RECEIVE PUBLIC TESTIMONY AND CONSIDER A REQUEST FOR A CONDITIONAL USE PERMIT APPLICATION BY MIA & MARTIN SHEPPARD TO OPERATE A BED & BREAKFAST FACILITY IN THEIR HOME AT 501 ELROD PLACE. For the record, notice of this hearing was published, posted locally, and mailed to property owners within 100 feet of the subject site.

Planner Meader announced the purpose, this hearing to be a quasi-judicial hearing, to consider a request by Mia Sheppard to allow the establishment of a Bed and Breakfast facility in her home at 501 Elrod Place. He announced the rules of procedure and cited the ORS Statute rules pertaining to testimony and evidence, the raising of issues, continuances, and failure to raise an issue precluding appeal to the City Council or Land Use Board of Appeals.

There were no abstentions from any Commissioner, and no audience objections to the Commission or any of its members to hear the matter.

Chairman Madden opened the hearing, and Planner Meader paraphrased his written Staff Report providing the process, discussion on off-street parking, criterion and findings to Sections 3.5B Medium Density Residential Zoning and Article 5 Conditional Use Permit Standards of the City Zoning Ordinance, and Staff recommendation that noted Findings 2, 3 and 4 of the Conditional Use Permit Standards have been left blank for the reason he has not been able to view the site and the Commission will have to rely upon their own knowledge of the area. He further acknowledged there are letters on file in opposition of the CUP based upon the traffic and parking situation, and if felt necessary, the Commission could continue the hearing until next month and allow the weather to break so the site investigation could be completed.

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Proponent Testimony:

Applicant Mia Sheppard acknowledged the off-street parking, 5 spaces in front of the house and garage. She stated the Bed & Breakfast facility will have minimal adverse effect; the traffic will be minimal being mostly for clients of their guided fishing business. She stated the facility will help offset property tax fees on the property.

Peter Simonson, 511 Elrod, stated he is confident Mia will do a good job, they have ample parking, it seems to be a perfect situation to have and think things will work out pretty well.

Opponent Testimony:

Susan Kay, 405 Elrod Avenue, paraphrased her written letter of March 7, 2019 acknowledging concern for traffic. The only access to the proposed site from Highway 197 is a very narrow alleyway, Elrod Place, until it becomes a private road. The alley is the only access for many of the homes, and it is gravel with pot holes from current traffic and the City does not provide services to this alley. Additional traffic will disrupt the quality of life in the neighborhood with the alley being more degraded and dust. She also expressed concern on parking. Currently, the Sheppard's park their boat on Elrod Avenue and/or Elrod Place, both areas not on their property. With the amount of parking needed for the Sheppard's vehicles and boats, it does not appear that there will be enough parking for two additional off-alley parking spaces for the two rooms they want to rent.

Karen Tacker, 402 Elrod Place, filed a written letter of March 7, 2019 opposing putting a business in this residential area, concerns with the alley access, and the Sheppards currently having a parking problem with their vehicles/boats. Being in attendance, Mrs. Tacker further expressed concern on vehicle speed in the summer time, and acknowledged she and her husband purchased their property and built a home because it was residential and she likes the quiet residential character.

Recorder Patton read a written letter of March 7, 2019 by Joe and Kathi Ringo, 603 Elrod Avenue that also expressed concern about traffic coming and going on their alley road of which the west part of the alley is private property and not maintained by the City. The area is zoned residential and not intended to be commercial. The Sheppard's lot does not have parking on the narrow alley to adequately support any more cars, their boats are parked in what would be their parking spaces, and the alley is sometimes blocked.

Rebuttal: Mia Sheppard submitted the following testimony. She thinks the road should be paved. She is the highest paying tax payers. She tells everyone who comes there to slow down. The speeders are Joe and Kathi Ringo. There are commercial uses already on the road at the end of the street, the South County Youth Program and area just rezoned commercial. It is a private road but get people traveling it in the summer time looking for outfitters and turn around at her

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place. They are going to do the best and will set conditions for clients of no dogs and no children. It will be quiet. They are a guide company and the B&B is for clients.

Agencies: none

Chairman Madden closed the public portion of the hearing and called for Commission deliberation.

Chairman Madden recognized there is commercial use and opportunity/probability for additional commercial use at the end of the alley.

On inquiry by Commissioner Kreipe, Mia Sheppard affirmed she has had people stay in her home before with no problem of parking. As to comments, Planner Meader clarified there has been no development plan submitted with the recent recreational commercial rezone of lots at the end of the alley from Highway 197 and that it was noted in his staff report that development would undoubtedly have to open the alley up to 32-feet wide for turn around. In further discussion, Planner Meader affirmed the access is an alley up to Sheppard's property, then it is a private drive owned by owners on both sides of that drive and on up the hill to Elrod Avenue.

On inquiry by Commissioner Carlsen, Mia Sheppard submitted looking at a rental season of May 1 to end of October.

Commissioner Carlsen suggested the Commission view the site. Commissioner Kreipe reported on his having been on the site in the past and the property having enough room for parking.

Further discussion was held on the private driveway.

It was moved by Commissioner Riley, seconded by Commissioner Kreipe, and passed on a 3 to 0 with 1 abstain vote (Ayes: Riley, Kreipe and Madden; Abstain: Carlsen); the Commission approves the Conditional Use Permit for a Bed & Breakfast facility as presented by Mia Sheppard. Commissioner Carlsen submitted, as to his abstention, he supports the idea of housing rental but he is concerned about the residents of that street.

Planner Meader announced the procedure for appeal, if any.

AUDIENCE PARTICIPATION.

Susan Kay submitted concern on the parking of boats by Mia & Martin Sheppard on Elrod Avenue and sometimes making it difficult to travel around.

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A verbal proposal by Andrew Kreipe to add/place a 96 square foot pre-fab building on property to the front of Deschutes River Adventure to help with rafter's check-in and refreshments was talked about. It was determined Mr. Kreipe will have to file a Site Plan Review application with the City and go through the public hearing process.

COMMUNICATIONS. Recorder Patton presented notice of the City/Econorthwest Economic Opportunities Analysis Group activity and discussion being held March 14, 2019.

NEXT MEETING: Date to be determined.

ADJOURN: Chairman Madden adjourned the meeting at 7:10 p.m.

Respectfully submitted by
DeOra M Patton
City Recorder

SIGNED _____
Chairman

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TENNESON
ENGINEERING CORPORATION
CONSULTING ENGINEERS • SURVEYORS • PLANNERS

3775 CRATES WAY
THE DALLES, OR 97058

PHONE (541) 296-9177
FAX (541) 296-6657

August 8, 2019

Maupin City Planning Commission
P.O. Box 308
Maupin, Oregon 97037

Regarding: Planning Commission Meeting – August 13, 2019

Dear Commissioners:

We have scheduled a work session for August 13, 2019 in the Community Park Building to follow-up on the work session with the Council and Planning Commission. There will be several items on the agenda. The purpose of this staff report is to provide a beginning outline on what will be discussed during the work session.

A. Proposed Comprehensive Plan/Zoning Map Revisions

1. A proposed re-designation of the two properties in the Old Mill site from Industrial to Light Industrial/Commercial (LI/C) is being considered. Please see attached map, Exhibit 1. The log home manufacturing site, Tax Lot 201, has opted out of the proposal, so the size of the rezone has been reduced significantly. It would include the City's log building and Tax Lot 402. Also attached is the proposed language for the Light Industrial/Commercial zoning text, Exhibit 2. This was written in 2011 and I am not sure we ever discussed this proposed text.

2. There are some minor map changes that have already been adopted and simply need to be added to the Comprehensive Plan/Zoning Map. These include:

   a. Mountain Fir Park and the land between there and the springs to Open Space. This is a negotiated trade between the City and Mr. Troutman and **has not** been formally adopted. Lower Reservoir to Industrial. This has been adopted and simply not put on the map. Please see Exhibit 3.

   b. CRT Zone, Commercial Residential Transition Zone, has been formally adopted and not added to the City map. That is shown on Exhibit 3 as well.

3. There are two new proposals that include:

   a. It is suggested we extend the General Commercial along Deschutes Avenue to include the lots below the School property and Public Works

property at least to the corner of Second Street, as shown on the attached map, Exhibit 3.

b. City Riverfront Park from Industrial and Medium Density Residential to Recreational Commercial. This revision is shown on Exhibit 3 and included the park proper and a small triangle on the south side of Bakeoven Road. It is essentially two parcels of City owned land.

c. There is a suggestion to redesignate a large piece of property in east Maupin on the hill side to Recreational Commercial. This is shown on Exhibit 3 and does not go all the way up to the Highway 197 with zoning line simply because it is so steep up there. I think that any attempt to provide access from 197 would be tremendously expensive; however, the City could work from the existing development upwards. Also shown on Exhibit 3.

B. Change the Zoning Ordinance to allow residential occupancies above existing commercial operations in the Commercial Zone and possibly the CRT Zone and RC Zones. This would apply to multi-story buildings and it could provide additional residential dwelling units to the City. That has become fairly common in larger cities and it may be time for Maupin to consider something of that nature.

C. Josh has been researching vertical housing incentives and his report is attached as Exhibit 4. It is an interesting read.

Hopefully this will give us a starting point for a lively discussion. See you on the 13th.

Sincerely,

/s/ Dan Meader

Dan Meader, Planner

DM:kb
<wo#11600>

Enclosures

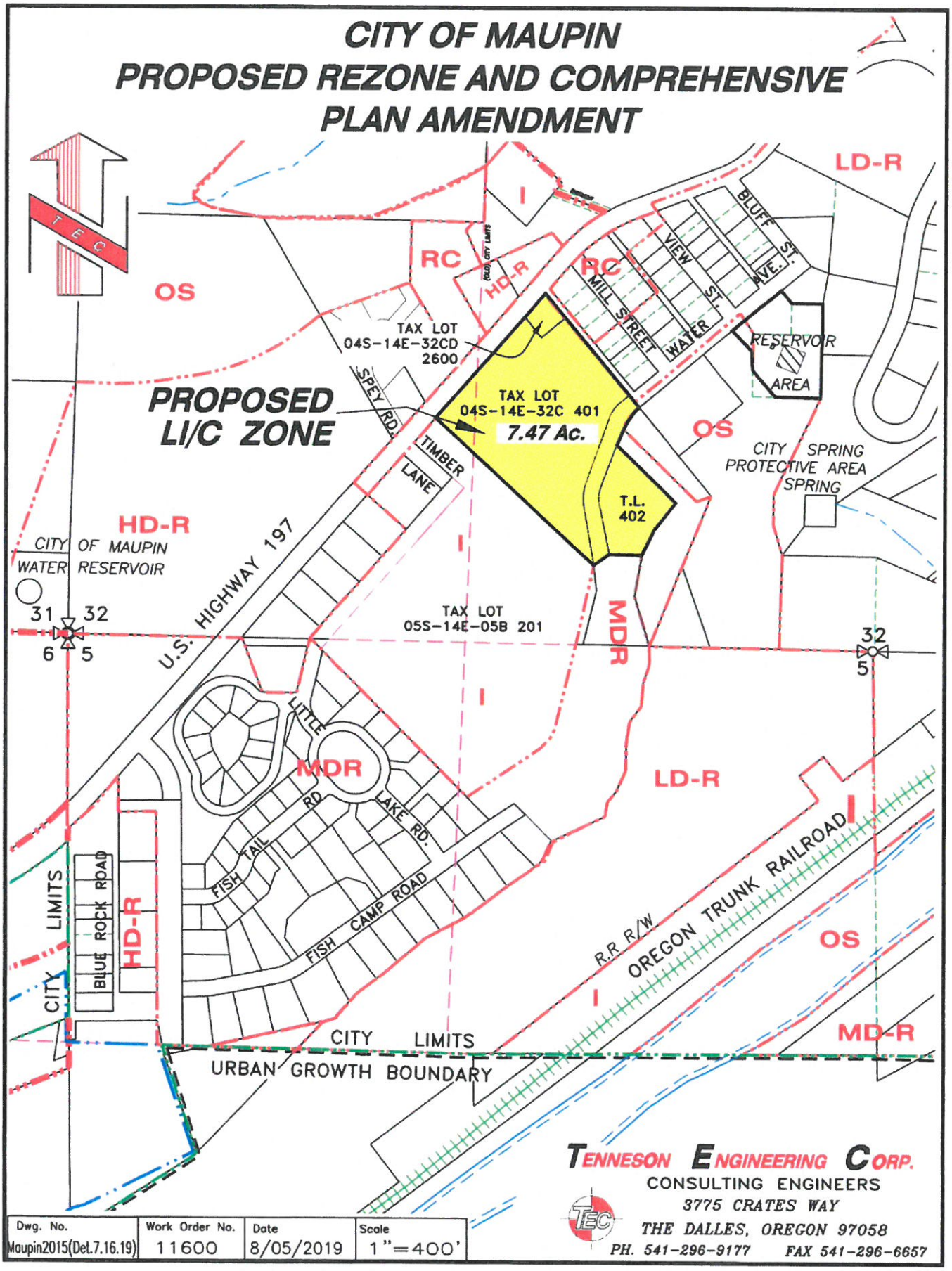
CITY OF MAUPIN
PROPOSED REZONE AND COMPREHENSIVE PLAN AMENDMENT
T E C
OS
RC
HD-R
I
LD-R
BLUFF ST.
AVE.
VIEW ST.
MILL STREET
WATER
RESERVOIR AREA
TAX LOT 04S-14E-32CD 2600
PROPOSED LI/C ZONE
TAX LOT 04S-14E-32C 401
7.47 Ac.
T.L. 402
SPEY RD.
TIMBER LANE
CITY SPRING PROTECTIVE AREA
SPRING
CITY OF MAUPIN WATER RESERVOIR
U.S. HIGHWAY 197
TAX LOT 05S-14E-05B 201
MDR
31
32
6
5
LITTLE
LAKE RD.
FISH TAIL RD.
FISH CAMP ROAD
BLUE ROCK ROAD
CITY LIMITS
R.R R/W
OREGON TRUNK RAILROAD
MD-R
URBAN GROWTH BOUNDARY
TENNESON ENGINEERING CORP.
CONSULTING ENGINEERS
3775 CRATES WAY
THE DALLES, OREGON 97058
PH. 541-296-9177
FAX 541-296-6657
Dwg. No. Maupin2015(Det.7.16.19)
Work Order No. 11600
Date 8/05/2019
Scale 1"=400'

EXHIBIT 1

January 6, 2011
Revised April 11, 2011

MODEL ZONING TEXT
CITY OF MAUPIN, OREGON

The City of Maupin ordains as follows:

SECTION 3.11 – LIGHT INDUSTRIAL/COMMERCIAL ZONE "LI/C"

The City has made a long term decision to provide an area for multiple types of land uses, primarily targeted toward outdoor sports activities and light industrial uses. It is the intent of this Zone to provide an area that goes beyond those uses that would be strictly allowed in each of the Commercial Zones or the City's Industrial Zone, with some limitations. This Zone is seen as a modified combination of those two zones. Buildings and structures here after erected, structurally altered, enlarged or moved or land hereafter used in the LI/C shall comply with the following regulations.

A. PERMITTED USES With Site Plan Review

1. Retail Trade Establishments in which the operation takes place entirely within an enclosed building
2. Outdoor outfitting guide staging areas
3. Light Industrial land, as defined, uses that take place entirely within an enclosed building

B. CONDITIONAL USES

1. Retail Trade Establishments in which some of the operation takes place outside an enclosed building.
2. Outside storage and display areas with proper screening
3. Restaurants and taverns providing onsite liquor sales
4. Hotel and motel facilities
5. Automotive service station, except in the City's water source protection area.

C. DIMENSIONAL STANDARDS

1. Height. Buildings, structures or portions thereof shall not be erected to exceed a height of two and one-half stories or 35 feet.
2. Area. The minimum lot size shall be 5,000 square feet.
   a. Setbacks. Five (5) foot setback with vegetative buffer along Highway 197.

D. PARKING REGULATIONS

1. See Section 4.8.

E. SANITATION REGULATIONS

1. Before any structure or building is occupied, it must be connected to the City's sewer system.

F. LIGHTING

1. Artificial lighting shall be subdued and shall not shine, cause glare or be unnecessarily bright onto surrounding properties. Both interior and exterior lighting shall take into consideration the viewshed and shall be shielded or hooded to prohibit glare to impact adjoining properties.

EXHIBIT 2

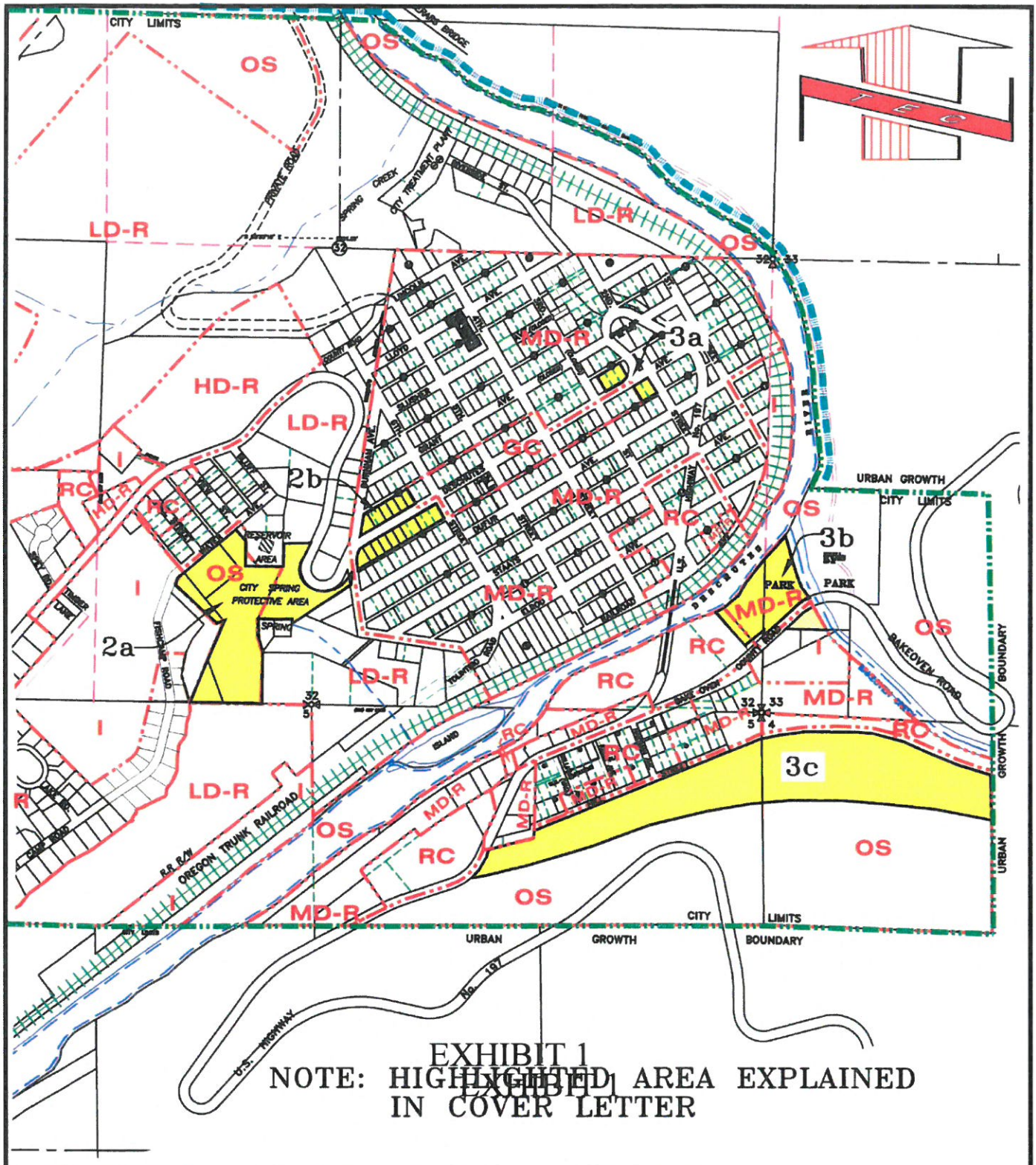

EXHIBIT 1

NOTE: HIGHLIGHTED AREA EXPLAINED IN COVER LETTER

EXHIBIT 1

CITY OF MAUPIN

WASCO COUNTY, OREGON

PLOT DATE: 8/8/2019

TENNESON ENGINEERING CORP.
CONSULTING ENGINEERS
3775 CRATES WAY
THE DALLES, OREGON 97058
PH. 541-296-9177 FAX 541-296-6657

0′ 400′ 800′ 1600′

SCALE IN FEET

URBAN GROWTH AREA

- URBAN GROWTH BOUNDARY
- SCENIC WATERWAY DISTRICT
- CITY LIMITS LINE
- USE BOUNDARY LINES

USES

- LL-R LARGE LOT RESIDENTIAL
- LD-R LOW DENSITY RESIDENTIAL
- HD-R HIGH DENSITY RESIDENTIAL
- I INDUSTRIAL

EXHIBIT 3

TENNESON
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EXHIBIT 4

August 8, 2019

City Planning Commission
City of Maupin
P.O. Box 308
Maupin, Oregon 97037

Subject: Vertical Housing Program
Information Request

Dear Commissioners:

In 2003, the State of Oregon implemented the Vertical Housing Program to encourage mixed-use development through a partial property tax exemption program in areas designated by each participating community. Adopted under Senate Bill 763, and operating under ORS 307.841 to 307.867, the program has been administered by multiple different agencies since its inception, most recently by the Oregon Housing and Community Services (OHCS). In 2017, the State passed legislation to move the administration of the program from the OCHS to local City and County jurisdictions. As stated in the statute, the purpose of the program is to "encourage the construction or rehabilitation of properties in targeted areas of communities in order to augment the availability of appropriate housing and to revitalize such communities." Communities can designate either an entire Vertical Housing Development Zone (VHDZ) or individual Vertical Housing Development Projects consisting of a multiple-story building, or a group of buildings, including at least one multiple-story building.

As a partial property tax exemption program, a specific amount of tax exemption is applied for every additional floor of residential that it constructed or rehabilitated on top of a ground floor commercial use (referred to as "equalized floors"). Every equalized floor results in a 20 percent exemption, and increases incrementally for every additional floor, with a maximum property tax exemption of 80 percent over 10 years. Additional tax exemptions may be given for low income housing established for an income of 80 percent or less of the median area income. Upon designation, the VHDZ or Project shall exist indefinitely, unless terminated or modified by the City.

Although no longer administered by a State agency, the program's website remains intact with OHCS faculty available to assist communities in exploring their options for implementing the program. Additionally, their website provides documents applicable to a previous version of statute, with some aspects no longer applicable. OCHS encourages local jurisdictions to use, adopt, and modify these documents to establish and/or regulate each community's specific program. It is now the responsibility of each community, to certify and report all tax exemption information to each appropriate County Assessor's Office.

If it is the interest of the City of Maupin to implement such a program, Tenneson staff would encourage such a designation to occur in the City's downtown core area with the General Commercial (GC) Zoning District presumably the best fit for mixed-use development. The GC Zone currently allows for a maximum height of thirty-five feet (35'), with permitted uses for prospective first floor development ranging from retail trade establishments, personal & business services, and professional offices, as well as conditional uses for second and third floor development of apartments. Tenneson staff has discussed the potential for a City of Maupin vertical housing program with former OHCS Program Analyst, Edward Brown, and is available to assist in any future program implementation.

Respectfully submitted,

/s/ Joshua Chandler

Joshua Chandler, Associate Planner

JC:jc
<wo#11600>