

MINUTES
MAUPIN PLANNING COMMISSION MEETING
April 14, 2020
6:00 p.m.

ZOOM/TELECONFERENCE MEETING

PRESIDING: Dale Madden, Chairman
COMMISSION PRESENT: Dale Madden, Andrew Kreipe, Suze Riley, Denis Carlsen
COMMISSION ABSENT: none (1 vacant position)
STAFF PRESENT: Recorder DeOra Patton, City Manager Kevin Lewis,
Planner Dan Meader

Visitors Present: Kirk Fatland, Ellen Ragen, Mark Allen, Randy Klettke

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE. The meeting was called to order by Chairman Madden at 6:00 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 11 AND MARCH 10, 2020. It was motioned by Commissioner Madden, seconded by Commissioner Riley, and unanimously passed on a 3 to 0 vote; the Commission approves consent agenda. For the record, Commissioner Carlsen was not yet joined in the meeting at this time due to technical difficulty.

AUDIENCE PARTICIPATION. none.

STUDY SESSION ON UPDATES TO THE CITY ZONING ORDINANCE TEXT.

- a) **Vacation Rental Analysis in Commercial zones and Discussion.** Planner Meader gave background on the Commission having study sessions on reviewing the zoning ordinance text page by page and on Council direction, began in February to discuss vacation rentals in commercial zones. On his assignment by the Commission, he summarized his written Vacation Analysis report on the number of single-family dwellings available in the three commercial zones; the Commercial Residential Transition (CRT), General Commercial (GC) and Recreational Commercial (RC) zones. He noted some zoning issues that would need to be addressed: The RC Zone does not allow single-family dwellings, all of the existing housing in that zone is considered a non-conforming use. Also, the majority of single-family

dwellings in the CRT Zone have alleys as the only point of access to off-street parking.

Discussion followed on:

Allowing vacation rentals on a trial basis for a year.

Limiting number of vacation rentals.

Limiting number of stays, i.e.: 2 times a month. Issue was not having places for families and fear of noise.

Responsibility of property owner on transient lodging tax reporting and payment, and use of funds.

It was acknowledged the direction from Council is to look at commercial zones; trying to come up with something, pilot program to show can work.

Local authority to go to for a complaint. VR Host can look at customer profile/review and choose to rent or not. Designate a central authority to monitor the day to day operation of vacation rentals. Each approved Vacation Rental absentee owner to appoint a local contact person who would be responsible for the monitoring of the vacation rental and to be able to enforce the owner's responsibility to the neighbors surrounding the unit.

Conditional Use Permit procedure. Prefer to allow as an outright permitted use with a specific set of standards governing their operation.

The consideration of requiring direct access to the off-street parking from Deschutes Avenue, and most of audience indicated off-street parking from the alley is a non-issue.

Change RC zone to allow single-family dwellings.

The City Council's Directive given to the Planning Commission on July 17, 2019 was discussed and a determination that the Planning Commission should respond quickly with recommendations to resolve this issue presented to the Council. It was agreed for staff to write up their discussion in a linear format to consider at a meeting on April 20 for final recommendation to Council.

- b) **Special Standards for Barn'dminiums and Cargo Containers as Single-Family Residences.** Postponed

COMMUNICATIONS. none

NEXT MEETING: April 20, 2020

ADJOURN: Chairman Madden adjourned the meeting at 7:49 p.m.

Respectfully submitted by
DeOra M Patton
City Recorder



Dale Madden, Chairman