

MINUTES
MAUPIN PLANNING COMMISSION MEETING
April 20, 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, Rob Miles

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.

AUDIENCE PARTICIPATION. none.

CONSIDER FINAL RECOMMENDATIONS TO COUNCIL FOR VACATION RENTALS IN COMMERCIAL ZONES. A Synopsis of the Planning Commission meeting of April 14, 2020 as prepared by Planner Meader was reviewed, along with recommendations. Based on discussion, it was moved by Commissioner Kreipe, seconded by Commissioner Carlsen, and unanimously passed on a 4 to 0 votes; the Commission approves the Planning Commission Recommendations as revised. (see below)

PLANNING COMMISSION RECOMMENDATIONS

1. The City move to establish Vacation Rentals as an allowable use in the 3 Commercial Zones in the City. (Process be determined by City Council)
2. The requirement of direct access to the main street, Deschutes Avenue should be dropped. Allow the alley access to off street parking. 1 off street parking space per bedroom rented.
3. The City will require some of the same conditions as in the past:
 - a. Garbage Service


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- b. Maintain the appearance of a Single-family Dwelling
 - c. Observance of Maupin's Quiet Hours,
 - d. Each approved unit must have adequate off-street parking available on the site (1 space per bedroom)
 - e. Each property owner is responsible for reporting gross occupancy and paying lodging tax to City on the form provided by the City.
 - f. Each owner/operator of a Vacation Rental shall initiate arrangements with the volunteer central phone service to field phone calls from renters, neighbors or other interested parties. (see Item 4 below)
 - g. Failure to enforce the occupancy rules compliance can result in termination of permit to operate as a VR. (Process to be determined)
4. The number of units allowed is limited to those single-family dwellings that currently exist or that may be built within the City's three Commercial Zones. There are unique operational characteristics for Vacation Rentals. Some are available for the "Season" only, others may find rental requests year around, therefore no limit on the rental availability shall be established.
5. A central monitoring service has become available through the volunteer offer from Mr. Rob Miles of the Imperial River Company. Mr. Miles indicated their switchboard is available 24/7 365 days a year. He has indicated he will offer this service for incoming calls from renters, neighbors or other interested persons to register an issue regarding the operation of a Vacation Rental. His service would then contact the owner of the facility and advise of the complaint/issue to which the owner is expected to take action. This service would be available to all Vacation Rentals and indeed would be required as a part of the permitting process. However, the City would not be involved in the administration of this service.

NEXT MEETING: May 12, 2020

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

Respectfully submitted by
DeOra M Patton
City Recorder



Dale Madden, Chairman