

**MINUTES
MAUPIN PLANNING COMMISSION
MEETING
November 9, 2021
6:00 - 7:12 p.m.
Zoom only**

PRESIDING: Suze Riley, Chair

COMMISSION PRESENT: Suze Riley, Michael Jones, Jessy Rose, Andrew Kreipe

COMMISSION ABSENT: Dale Madden

STAFF PRESENT: City Manager Lewis, City Recorder Wolfe, Planner Kirk Fatland

VISTIORS PRESENT: Megan Storey, Ralph & Tammy Wimmer, and Phillip Delamare

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE.

The meeting was called to order by Chair Riley at 6:00 p.m. Roll Call of Planning Commission was conducted by Recorder Wolfe.

CONSENT AGENDA: Approval of Minutes of September 14, 2021:

It was moved by Commissioner Jones, Seconded by Commissioner Rose, and passed unanimously on a 4 to 0 vote (Ayes: Rose, Kreipe, Riley, Jones, Nays: 0); the Commission approves September 14, 2021 minutes and Consent Agenda as presented.

AUDIENCE PARTICIPATION.

None.

SITE PLAN REVIEW:

Chair Riley opened Public Hearing for Site Plan Review extending use of campground from seasonal to year-round.

City Manager Lewis presented an overview of the site plan. Megan Storey explained their plan to extend the use of campground from six months to yearlong use to help with housing for construction workers during the off season.

There were no proponents

There were no opponents.

Commissioners reviewed and discussed the documentation that was presented for the extension use of campground as submitted.

Commissioner Jones made a motion to approve extending the use of campground from seasonal use to year-round. Commissioner Kreipe second the motion. Motion passed unanimously on a 4 to 0 vote (Ayes: Rose, Kreipe, Riley, Jones, Nays: 0)

LIGHT INDUSTRIAL / COMMERCIAL ZONE REVIEW:

Planner Fatland gave review of his staff report of things to consider with creating a Light Industrial / Commercial Zone. **Permitted uses:** Retail Trade Establishments, which would operate or take place within an enclosed building, outdoor outfitting guide staging areas.

Conditional uses: Retail Trade Establishments which would operate or take place outside an enclosed building, outside storage and display areas with proper screening, restaurants and taverns providing onsite liquor sales, hotel and motel facilities, automotive service station (except in the City's water source protection area).

Dimensional Standards: Height two and one-half stories or 35 feet. **Area:** Minimum lot size 5,000 s.f. **Parking:** Follow established parking regulations. **Sanitation:** Must be connected to City water and sewer system. **Lighting:** subdued, not shine or glare and be shielded or hooded to not impact adjoining properties.

Discussion regarding lot size with the idea of 2,500 s.f. may encourage small businesses such as breweries, food carts, small craft makers, etc. that don't fit into the Commercial and Industrial zones. Smaller lot size could fit under Conditional Use. Areas where this zone may work are scattered around the Log Home (Henderson property), River Drifters and Oregon Log Homes and property across Hwy 197.

Process and timeline were discussed. Need the verbiage to be laid out clearly and accepted by Planning Commission, most likely ready in January. Submit to DLCD for their review (up to 35 days), public notice (20 days). Planner Fatland stated that he can submit the draft to DLCD while commissioners continue to fine tune it in December, City Manager Lewis requested clarification, that we can still make changes to this draft after submission to DLCD; Planner Fatland stated yes. Consideration was given to the connectivity of the levels the City sits on. Commissioners agreed lot size should be 2,500 sf.

Based on discussion, Commissioner Rose made a motion to request Planner Fatland to continue to working on this zone ordinance and submit a draft to DLCD. Commissioner Jones second the motion. Motion passed unanimously on a 4 to 0 vote (Ayes: Rose, Kreipe, Riley, Jones, Nays: 0)

DISSUSSION ON FINAL REVIEW OF Accessory Dwelling Units (ADU):

Planner Fatland gave a brief review of his staff report, Accessory Dwelling Units on residential lots

with an update to the definition of a duplex (to clarify, the applicants would specify on application whether it is a duplex or ADU).

Commission discussed the options available that would allow ADUs: outright permitted use or conditional use in residential zones, single family dwelling either attached or detached. Single family homes that can be remodeled into separate unit space with its own bathroom and kitchen and/or with an interior door. Discussion included detached units being converted to ADUs, and should System Development Charges be required if homeowner hooks up to water/sewer separate from main dwelling and parking requirements. This would not allow RVs or tiny homes on wheels. Commissioners requested Planner Fatland to continue to amend/clarify definitions of ADU (connection between dwellings, change to allow rental of extra space i.e., basements, attics, no parking requirements).

DISSUSSION ONGOING AGENDA ITEMS: City Manager Lewis gave commissioners an update regarding ongoing projects with BLM and ODOT. The only update at this time is the Curb Ramp Project, ODOT has been in contact with property owners, the City being one of them with

6th and Deschutes (corner of Kaiser Park). Will have more information after our meeting. Engineering has begun on Donkey Trail with preliminary surveying.

DISSUSSION Delamare application with Planner:

Planner Fatland gave a brief over of Mr. Delamare's application for Comprehensive Plan Map & Zoning Map Amendment requesting to change zone from High Density-Residential to High Density-Residential Commercial. Applicant is proposing a mix-use development with commercial / retail, apartments and house / cabin lots.

Mr. Delamare was asked to present his proposal for the north side of Hwy 197 below the City's water tower. Mr. Delamare showed commissioners a preliminary drawing of a development consisting of afore mentioned use.

Work will begin in the southeast corner of property with a partition and rezone of parcel 2 (Hwy 197 & west of Spey Rd).

Question raised if ODOT will need to do a traffic study. Mr. Delamare stated that he is working with ODOT on access to property off of HWY 197.

Q. Would this development fit into the new Light Industrial / Commercial zone we are working on?

A. Mixed use would work well with this type of development.

Commissioners requested Planner Fatland to work with the applicant and City Manager Lewis to get the staff report out before the next meeting and set a hearing to partition parcel 2 of southeast corner of property along HWY 197 and Spey Rd.

COMMUNICATIONS: NONE

NEXT MEETING: December 14, 2021 AT 6:00 PM

ADJOURN: Chair Riley adjourned the meeting at 7:12 p.m.

Respectfully submitted by
Christine Wolfe
City Recorder



Suze Riley, Chair