



PLANNING COMMISSION MEETING AGENDA

Tuesday, June 9, 2026, 4:30 p.m.

Held in person at the Maupin Civic Center (507 Grant Ave.) and on Zoom:
<https://us02web.zoom.us/j/88696740794?pwd=NWtZQkhka05WZmREQzZSZ09ES2FHUT09> or
dial 1-253-215-8782 (Meeting ID: 886 9674 0794 Passcode: 572571)

PUBLIC COMMENT: Individuals wishing to address Planning Commission on items not already listed on the Agenda may do so during the Public Comment item on the Agenda. The maximum amount of time for all public comments under the Agenda item will be 15 minutes. Please limit comments from three to five minutes, unless extended by the Commission Chair.

PLEASE NOTE: With the exception of Public Hearings, the Agenda is subject to last minute changes; times are approximate – please arrive early. Meetings are ADA accessible. For special accommodations please contact the City Recorder in advance at 541-395-2698. *Las reuniones son ADA accesibles. Por tipo de alojamiento especiales, por favor póngase en contacto con la registrador de la ciudad 541-395-2698.*

4:30 p.m.	Call to Order / Roll Call of Planning Commission and Staff / Pledge of Allegiance
	Consent Agenda
	Public Comment
4:45 p.m.	Public Hearing LU Case 2026-02
5:45 p.m.	Discussion: Chickens Ordinances
	Adjourn



CONSENT AGENDA

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Planning Commission to spend its time on significant items and issues. Any Planning Commission member may request that an item be withdrawn from the Consent Agenda and be placed in the business section of the agenda.

DOCUMENTS

[4.14.2026 Draft Planning Commission Minutes](#)

MOTION

I move to approve the Consent Agenda as presented.



MINUTES

Planning Commission Meeting

Tuesday, April 14, 2026

Maupin Civic Center (507 Grant Ave.) and virtually on Zoom

Call to Order / Roll Call of City Council and Staff / Pledge of Allegiance

Chair Riley called the meeting to order at 4:32 p.m. Roll Call of Planning Commission and Staff was conducted by City Recorder Wolfe
Presiding: Suze Riley
Commission Present: Suze Riley, Lynn Ewing, Jessie Rose, Emily Black
Commission Absent: Lauren Whitaker EA
Staff Present: City Manager Nick Smith, City Recorder Christine Wolfe, Admin Assist. Doni Van Dolah, City Planner Jamie Crawford
Staff Absent: N/A
Visitors Present: Dixie Bergin, Ken Hemphill, Vicki Ballou, Jeff Hurt, and Paula Latasa

Consent Agenda

Commissioner Ewing moved to approve the consent of agenda. Commissioner Rose second. Vote was unanimous with a 3-0 vote (Ayes: Riley, Ewing, Rose: Nays: none)

Public Comment

N/A

Discussion: Chicken and Light Ordinances

The Planning Commission met to discuss two ordinances: chickens in residential areas and lighting codes. The commissioners listened to public comments on the chicken ordinance, which received mixed feedback. Letters were submitted to Recorder Wolfe, who presented to the commission, Vicki Ballou and Jeff Hurt via zoom and Paula Latasa in person. Key concerns raised included pest and vermin control, noise, neighborhood impact and enforcement of any new regulations. Recorder Wolfe clarified that the current city ordinance does not completely ban animals but rather restricts them to specific zones. Councilor Ewing moved to pass the chicken ordinance on to the city council and Councilor Black second. Vote was unanimous with a 4-0 vote (Ayes: Riley, Ewing, Black, Rose: Nays: None) Commissioner Riley agreed to present the findings at the next city council meeting on 4/22.

The commission also discussed the lighting ordinance, focusing on definitions around different types of lighting and enforcement challenges. Councilor Ewing moved to pass the light ordinance on to the city council and Councilor Black second. Vote was unanimous with a 4-0 vote (Ayes: Riley, Ewing, Black, Rose: Nays: None) Commissioner Riley agreed to present the findings at the next city council meeting on 4/22.

Adjourn

The next meeting will take place on Tuesday, May 12,
2026, at 4:30 p.m.
Meeting adjourned at 5:33 p.m.

Respectfully Submitted by Christine Wolfe, City Recorder

SIGNED: _____
Suze Riley, Planning Commission Chair

ATTEST: _____
Christine Wolfe, City Recorder

DRAFT



Public Hearing: LU 2026-02

DOCUMENTS

[LU 2026-02 Kohnstamn Site Plan Review AP Redacted](#)
[Maupin Kohnstamm CUP - SR Memo](#)

MOTION

I move to approve the site plan review as submitted and adopt the staff report as presented.

I move to approve the site plan with the following conditions: _____



City of Maupin
507 Grant Ave.
PO Box 308
Maupin, Oregon 97037

Site Plan Review
541-395-2698
citymanager@cityofmaupin.org
cityofmaupin.org

OFFICE USE ONLY

SITE PLAN REVIEW # _____ DATE RECEIVED _____ APPLICATION FEES PAID ☐

ZONING ORDINANCE ADMINISTRATOR SIGNATURE & DATE _____

☐ APPROVED AS SUBMITTED ☐ APPROVED WITH CONDITIONS ☐ DENIED

CONDITIONS (IF APPLICABLE) _____

APPLICANT Is the applicant the Property Owner? ☐ YES ☐ NO (CONTACT INFORMATION & SIGNATURE REQUIRED)
I hereby certify that the above information is correct and understand that the issuance of a permit based on this application will not excuse me from complying with effective ordinances of the City of Maupin and statutes of Oregon, despite any errors on the part of the issuing authority in checking this application.

APPLICANT NAME <i>Jack Kohustamm</i>
MAILING ADDRESS [REDACTED]
EMAIL [REDACTED]
PHONE [REDACTED]
SIGNATURE & DATE [REDACTED] <i>3/18/26</i>

PROPERTY OWNER NAME <i>Jeff Kohustamm</i>
MAILING ADDRESS <i>Same</i>
EMAIL [REDACTED]
PHONE [REDACTED]
SIGNATURE & DATE [REDACTED] <i>3/18/26</i>

PROJECT INFORMATION

☐ NEW CONSTRUCTION ☒ EXPANSION/ALTERATION ☒ CHANGE OF USE ☐ AMEND APPROVED PLAN ☐ OTHER _____	Is the Intended Use as a Short Term Rental (STR)? ☐ YES, and a STR Application is attached ☐ NO
CURRENT USE OF PARCEL <i>Storage</i>	
PROPOSED USE OF PARCEL <i>Lodging</i>	
USE OF ADJACENT PARCELS <i>Hardware store/storage/Bar</i>	
DEED NO. _____ DATE FILED _____ ☐ Deed(s) and map showing parcels are attached. (Required)	

PARCEL ADDRESS
TAXLOT <i>04514 E32DB04400 00</i>
FRONTAGE ON ☐ COUNTY ROAD ☐ STATE HIGHWAY NOTE: If new frontage is on a county road or state highway, then an Access Permit is required. ☐ Permit Application Attached ☐ Not Applicable
ZONE <i>GC</i>
LOT SQUARE FOOTAGE <i>10,018 sqft</i>
LINEAL FEET OF FRONTAGE <i>50'</i>
BUILDING SIZE <i>See Survey</i>

SITE INFORMATION

EXISTING IMPROVEMENTS & DIMENSIONS		PROPOSED IMPROVEMENTS & DIMENSIONS	
Structures	<i>See Survey</i>	Structures	<i>See Survey</i>
Fences		Fences	
Roads		Roads	
Easements		Easements	
Landscaping		Landscaping	
Lighting		Lighting	
Other	<i>interior + parking spaces</i>	Other	<i>interior + parking spaces</i>

BUSINESS COMPLEX OR ENTERPRISE ONLY

Will you be requesting the addition of signs? ☐ YES, and a Sign Permit Application is attached ☒ NO
 If this is a Business Complex or Business Enterprise, an Integrated Signage Plan is required. ☐ Attached

HOURS OF OPERATION <i>12pm - 10pm (match Rainbow hours)</i>	NUMBER OF AVERAGE DAILY TRIPS <i>2</i>
NUMBER OF EMPLOYEES <i>1-2</i>	NUMBER OF OCCUPANTS AT ONE TIME <i>10 max</i>
GARBAGE SERVICE ☒ YES, How often? <i>current</i> ☐ NO	PARKING SPACES (9'X19' MINIMUM) & SURFACE MATERIAL <i>10 existing concrete</i>

ADDITIONAL REQUIRED DOCUMENTS

- ☐ One PDF of 8.5x11" Concept Site Plan
- ☐ One PDF of a vicinity map indicating the location of the proposed development

PROPOSED SITE PLAN MUST DEMONSTRATE HOW:

- ☐ Traffic congestion is avoided
- ☐ Pedestrian and vehicular safety and welfare are protected
- ☐ Vision Clearance Area is preserved and maintained where applicable
- ☐ Significant features and public amenities are preserved and maintained
- ☐ There will be minimal adverse effect on surrounding property
- ☐ Proposed lighting is arranged to direct light away from adjoining properties
- ☐ Proposed signs will not interfere with traffic or limit visibility by size, location, or illumination

CONCEPT SITE PLAN REQUIREMENTS *The Concept Site Plan shall clearly indicate all of the following information applicable to the particular development proposal.*

- ☐ Project Identification (Address, Taxlot, Name of Applicant(s) and Property Owners(s))
- ☐ Date
- ☐ Scale—The scale shall be at least one-inch equals 50 feet (1:500, unless a different scale is authorized by the City's Zoning Ordinance Administrator or Contract Planner
- ☐ North Arrow
- ☐ Location and names of all existing streets and location of proposed streets within or on the boundary of the proposed development
- ☐ Lot layout with dimensions for all lot lines
- ☐ Location, dimensions, and height of all existing and proposed buildings and structures. Include any walls, fences, and gates and indication of their height and materials of their construction
- ☐ Location and dimensions of all yards and setbacks from all property lines and distances between existing and proposed buildings
- ☐ Location and layout of off-street parking and loading facilities and indication of surface material
- ☐ Indications of exterior lighting standards and devices and location
- ☐ Location, size, height, materials and method of illumination of existing and proposed signs
- ☐ Location and description of any slopes greater than 20%, and any cut and fill activity
- ☐ Conceptual drainage and grading plan
- ☐ Location of existing utilities, easements, rights of ways, and any significant natural features, including but not limited to water courses, trees, rock outcroppings, ponds, and drainage ways.
- ☐ Location and type of landscaping. A nominal amount of landscaping for new structures or parking areas is encouraged.
- ☐ The City discourages the use of Black Locust trees.
- ☐ Location, size, and use of any proposed underground activity (sprinkler system, heat transfer coils, storage tanks, etc.)
- ☐ Any other architectural or engineering data as may be required to permit necessary findings that the provisions of Maupin's Zoning Ordinance are complied with.
- ☐ Where an attachment or minor addition to an existing building or structure is proposed, the site plan shall indicate the relationship of said proposal to the existing development, but need not include other data required in the above paragraph



City of Maupin
507 Grant Ave.
PO Box 308
Maupin, Oregon 97037

Conditional Use Permit Application
541-395-2698
citymanager@cityofmaupin.org
cityofmaupin.org

OFFICE USE ONLY

DATE RECEIVED

APPLICATION FEES PAID ☐

PLANNING COMMISSION CHAIR SIGNATURE & DATE

☐ APPROVED AS SUBMITTED

☐ APPROVED WITH CONDITIONS

☐ DENIED

CONDITIONS (IF APPLICABLE)

APPLICANT Is the applicant the Property Owner? ☐ YES ☐ NO (CONTACT INFORMATION & SIGNATURE REQUIRED)

I hereby certify that the above information is correct and understand that the issuance of a permit based on this application will not excuse me from complying with effective ordinances of the City of Maupin and statutes of Oregon, despite any errors on the part of the issuing authority in checking this application. I have read and understand the provisions and requirements of Maupin Zoning Ordinance No. 249 for this conditional use, and I agree no conditional use operation shall commence without first obtaining an approved permit by the City of Maupin. I further agree to comply with all local, State, and Federal Laws pertaining to this operational use. I understand that if this conditional use permit is granted, a review of this conditional use permit for compliance may be conducted at any time by the City and immediately revoked for violation or non-compliance of the Ordinance or conditions of approval.

APPLICANT NAME <u>Jack Kohnstamm</u>
MAILING ADDRESS [REDACTED]
EMAIL [REDACTED]
PHONE [REDACTED]
SIGNATURE & DATE [REDACTED]

PROPERTY OWNER NAME <u>Jeff Kohnstamm</u>
MAILING ADDRESS <u>Galemont Court</u>
EMAIL [REDACTED]
PHONE [REDACTED]
SIGNATURE & DATE <u>03/09/26</u>

PROPERTY INFORMATION

CURRENT USE OF PARCEL <u>Storage</u>
PROPOSED USE OF PARCEL <u>Lodging</u>
USE OF ADJACENT PARCELS <u>Storage + Parking</u>
DEED NO. _____ DATE FILED _____ ☐ Deed(s) and map showing parcels are attached. (Required)
Is the proposed Conditional Use a Short Term Rental (STR)? ☐ YES, and a STR Application is attached ☐ NO

PARCEL ADDRESS <u>409 Deschutes Ave</u>
TAXLOT <u>04S14 E32DB04400 00</u>
ZONE <u>GC</u>
LOT SQUARE FOOTAGE <u>10018 sq ft</u>
LINEAL FEET OF FRONTAGE <u>50'</u>
CITY UTILITIES ☒ EXISTING ☐ PROPOSED ☐ WATER ☐ SEWER

OPERATIONAL CHARACTERISTICS

Will you be requesting the addition of signs? ☐ YES, and a Sign Permit Application is attached ☐ NO

If this is a Business Complex or Business Enterprise, an Integrated Signage Plan is required. ☐ Attached

HOURS OF OPERATION <u>24 hours</u>	NUMBER OF AVERAGE DAILY TRIPS <u>2 trips per stay</u>
NUMBER OF EMPLOYEES <u>1-2</u>	NUMBER OF OCCUPANTS AT ONE TIME <u>10 max</u>
GARBAGE SERVICE ☐ YES How often? _____ ☐ NO	PARKING SPACES (9'X19' MINIMUM) & SURFACE MATERIAL

REDSIDES INN

DEPARTMENT
DEPARTMENT OF
ENVIRONMENTAL
PROTECTION
DIVISION OF
WASTE MANAGEMENT
AND HAZARDOUS
WASTE
CONTROL
DIVISION OF
WASTE MANAGEMENT
AND HAZARDOUS
WASTE
CONTROL

No.	Description	Quantity
1	CONCRETE	1000
2	STEEL	1000
3	WOOD	1000
4	PAINT	1000
5	GLASS	1000
6	PLASTIC	1000
7	CEMENT	1000
8	BRICK	1000
9	ROOFING	1000
10	WATER	1000
11	ELECTRICITY	1000
12	TELEPHONE	1000
13	POSTAGE	1000
14	TRAVEL	1000
15	FOOD	1000
16	DRUGS	1000
17	ALCOHOL	1000
18	Tobacco	1000
19	CIGARETTES	1000
20	COFFEE	1000
21	TEA	1000
22	SUGAR	1000
23	BUTTER	1000
24	EGGS	1000
25	MEAT	1000
26	FISH	1000
27	VEGETABLES	1000
28	FRUIT	1000
29	GRAIN	1000
30	SEEDS	1000
31	TOOL	1000
32	MAINTENANCE	1000
33	REPAIR	1000
34	REPLACE	1000
35	REBUILD	1000
36	RECONSTRUCT	1000
37	RENOVATE	1000
38	RESTORE	1000
39	REPAIR	1000
40	REPLACE	1000
41	REBUILD	1000
42	RECONSTRUCT	1000
43	RENOVATE	1000
44	RESTORE	1000
45	REPAIR	1000
46	REPLACE	1000
47	REBUILD	1000
48	RECONSTRUCT	1000
49	RENOVATE	1000
50	RESTORE	1000

**CONDITIONAL
USE SITE PLAN**

Scale: 1" = 10'-0"

Sheet 2004

G-001

GENERAL NOTE: PLAN NOTES

1. NO PROPOSED CHANGES TO EXISTING BUILDING FOOTPRINTS, MASSING, OR ROOF FORMS
2. NO PROPOSED CUTTING OR REMOVAL OF EXISTING PAVED AREAS
3. PROPOSED HATCHING TO BE SHOWN ON FUTURE BUILDING PERMIT ELEVATION DRAWINGS.
4. PROPOSED ADJACENT ILLUMINATION TO BE LIMITED TO DOWNWARD FACING LIGHTS MOUNTED TO BUILDING ELEVATION.
5. GROUND SURFACES ARE PAVED UNLESS NOTED AS GRASS.



REDSIDES INN

ARCHITECT
BENJAMIN WRIGHT
STATE OF OREGON 87484
(503) 463-1877
4501 SE 87TH AVE.
WELLSFORD, OR 97147
BENJAMINWRIGHT@GMAIL.COM

401 F.2d 1138

**CONDITIONAL
USE SITE PLAN**

Scale 1 = 1/4" Sheet 2204

G-001

- Pull through maintained
- Building visibility, part of street scape
- Trailers options to the right, or use pull through and park up front.

- ADA stall is in front of garage. If empty often, then a non-issue but could be a little strange.
- Only 3 standard stalls (+1 for the likely event that folks park up front in the pull through)



NO.	Site	Cont.
A	PARKING ALTERNATIVES	2/22/01

PARKING ALT1

Book 90927	Page 2204
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G-001.1

REDSIDES INN
406 DESSAULTS AVE
MILWAUKEE, WI 53217

ARCHITECT
BENJAMIN WRIGHT
STATE OF OREGON #1486
(541) 659-1400
4542 SE 80TH AVE.
WELDONVILLE, OREGON 97146
WELDONVILLE@GMAIL.COM

LONG BEACH

- ARCHITECT**
BENJAMIN WRIGHT
STATE OF OREGON 11988
P.O. BOX 4419
4542 SE 8TH AVE.
WILSONVILLE, OR 97148
WILSONBEN@GMAIL.COM





BELL DESIGN COMPANY

900 West Steuben,

PO Box 308

Bingen, WA 98605

Office: 509-493-3886

www.belldesigncompany.com

TO: Suze Riley, Chair of the Maupin Planning Commission
FROM: Jaime Crawford, Staff Contract Planner
RE: Staff Report – Approval Criteria & Recommendation for
Overnight Accommodations at 40 Deschutes Ave.
Conditional Use Permit (LU Case No. 2026-02)
DATE: May 8, 2026

Dear Ms. Riley & Planning Commission Members,

The City received a development proposal from Jack Kohnstamm for internal renovations of an existing building at 405 Deschutes Avenue. The applicant requests to host shared, overnight accommodations for up to 10 guests between 3 bunk rooms and one private room. The business will function similar to a hostel, serving visitors traveling to Maupin for river and outdoor activities, specifically fishing trips. Required parking can be accommodated on-site. Access from Deschutes Avenue, a State controlled facility, is not proposed to change. The City has requested comments from the Oregon Department of Transportation (ODOT) on the proposal. As of May 8th, 2026, ODOT has yet to provide their input.

The use most closely resemble a motel/hotel. "Hotel, motel and gasoline service station" is a listed conditional use within the General Commercial (GC) zone. A Conditional Use Permit and Site Plan Review are required.

Staff recommends the Planning Commission consider a conditional approval, with the following recommended conditions:

1. Prior to applying for building permits, the application must be reviewed and approved by ODOT, and any required permitting for either parking, ingress-egress, or site circulation must be approved. Submit evidence of coordination and if necessary permit approvals to the City with your structural building permit application.
2. Business activities shall adhere to the City's noise ordinance.
3. The occupancy limit shall be 10 individuals total, not including one (1) overnight staff as necessary. Occupancy limits shall be posted on-site.
4. Prior to occupancy certification, the business must receive all appropriate licensures and provide evidence of licensing to the City.
5. All customer parking spaces and vehicle maneuvering areas shall be striped, paved, and maintained by the property owner.

6. All outdoor lighting shall be shielded and downcast, and shall not exceed the property boundary. The site shall remain in compliance with applicable City lighting standards.
7. Planters within the front-yard shall be maintained with live plantings.
8. The Conditional Use Permit shall be void after six months, unless substantial construction pursuant thereto has taken place. However, the planning commission may, at its discretion, extend authorization for an additional six months on request.

APPROVAL CRITERIA

Conditional Use Approval Criteria

(a) The proposal will be consistent with the comprehensive plan and the objectives of the zoning ordinance and other applicable policies of the city.

Proposed Response: The use is a listed conditional use in the zone. This fact demonstrates intended consistency with the Comprehensive Plan, objectives of the zoning ordinance and applicable City policies.

(b) Taking into account location, size, design and operation characteristics, the proposal will have minimal adverse impact on the (i) livability, (ii) value and (iii) appropriate development of abutting properties and the surrounding area compared to the impact of development that is permitted outright.

Proposed Response: The anticipated impacts relate to noise, light, traffic, and dust (from unpaved parking areas). These impacts can be mitigated through proposed conditions of approval.

(c) The location and design of the site and structures for the proposal will be as attractive as the nature of the use and its setting warrant.

Proposed Response: A series of conditions are proposed to ensure compliance.

(d) The applicant has a bona fide intent and capability to develop and use the land as proposed and has some appropriate purpose for submitting the proposal, and is not motivated solely by such purposes as the alteration of property values for speculative purposes.

Proposed Response: The conditional use permit will expire within 6 months if substantial construction pursuant to the permit is not initiated within that timeframe. This is within the zoning code and reiterated as a condition of approval.



Discussion: Chickens Ordinance

DOCUMENTS

[No Documents submitted](#)

MOTION



ADJOURN

NEXT MEETING TIME & DATE

Tuesday, June 9, 2026, at 4:30 p.m. in person and virtual

SUGGESTED TOPICS FOR NEXT MEETING

CHAIR ADJOURNS THE MEETING