

# CITY OF DUNDEE

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**Meeting:** Planning Commission Meeting

**Location:** Meeting was held virtually via Zoom.  
City Hall Meeting Chambers  
620 S.W. 5<sup>th</sup> Street  
Dundee, Oregon 97115

**Date:** April 21, 2021

**Time:** 7:00 p.m.

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## I. Meeting called to order.

Vice-Chair Hinoveanu called the meeting to order. Commissioners present, which consisted of quorum, were Maria Hinoveanu, David Hinson, Ed Carlisle, and Doug Pugsley. City Planner Matt Straite and City Administrator Rob Daykin were also present. Chair O'Neill and Commissioner Kay were absent for personal reasons.

## II. Public Comment

There was no public comment.

## II. Approval of the Minutes from March 17, 2021

A revised version of the minutes was emailed to all Commissioners in the time-period between the Commission packet publication and the meeting. The revisions included a change to a title header that included ex-parte contact and a subsequent sentence that incorrectly stated that Chair O'Neill had asked the Commission if there were any declarations. This was incorrect, so it was taken out and a previously omitted sentence asking if there were abstentions was inserted; there was also a request to make the Chairman title gender neutral, so all instances of "Chairman" were changed to "Chair"; Chair O'Neill's name was also corrected in two places.

It was moved and seconded to approve the corrected version of the minutes. Motion carries, unanimously.

## IV. Public Hearing – Continued from March 17, 2021 - LURA 20-16, City of Dundee (Revisions to Section 17.203.240 and 17.202.020 of the Dundee Municipal Code regarding Vacation Rentals)

### Deliberation

Vice-Chair Hinoveanu reopened deliberations and turned the floor over to Planner Straite for any necessary notes regarding the clean copy of the draft that the Commission had requested at the last meeting. Planner Straite explained that, in order to avoid confusion, a secondary "strikeout" copy showing the changes had been omitted from the Planning Commission packet, so the version the

Commission was reviewing did not show the changes, only the proposed code. He noted that he had it available to share on screen if necessary.

The Commissioners noted four errors in the draft code.

- 1) Language regarding revenue for STRs was added to the incorrect section. It needed to be removed from 17.203.240(C)1c. This clause needed to revert to the previous language (which stated no more than 4 rental periods per calendar year).
- 2) There was an incorrect reference (J) on item "d" in the same section that should be (I).
- 3) "F-3" needed to be amended to add the language regarding minimum transient tax revenue of \$500.00
- 4) Section J, Line 1, under Parking. "on the property" should be taken out.

It was moved to adopt the proposed development code amendments as presented in the Planning Commission packet with the proposed changes noted in Section C-1, Section F-2, the typo in section C-1, and the parking language in Section J-1. The motion was seconded and passed unanimously.

## VI. Planning Issues from Commission Members.

There was a question about whether there were any updates regarding the Dundee Elementary School. CA Daykin responded that there were no new updates, except that the School District did note that they would not be encroaching on the existing park boundaries.

There was a brief discussion regarding the Highway project. CA Daykin also noted that there was still an open spot on the Commission.

## VII. Adjournment

The meeting was adjourned.



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Maria Hinoveanu, Vice Chair

ATTEST:



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Melody Osborne, Administrative Assistant