

CITY OF DUNDEE

Meeting: Planning Commission Meeting

Location: Hybrid meeting held in person and via Zoom.
Fire Department Community Meeting Room
801 N. Highway 99W
Dundee, Oregon 97115

Date: April 19, 2023

Time: 7:00 p.m.

I. Meeting called to order.

Chairman Ed Carlisle called the meeting to order. Commissioners present, which consisted of quorum, were Ed Carlisle, Alex Chiper, Theresa Stevenson, Logan Leichman, and Ron Mock. Commissioner Doug Pugsley attended via Zoom. City Planner Jim Jacks and City Administrator Steve Dahl were also present. Crystal Elias attended as a member of the public via Zoom.

II. Introduction of New Planning Commissioner(s)

Logan Leichman introduced himself to the Commissioners.

III. Public Comment

There was no public comment.

IV. Workshop – Short Term Rentals

Jim Jacks began directing the Planning Commissioners through the staff report, which included questions regarding suggested changes and housekeeping items that needed to be fixed in the Development Code. Specific items of discussion included:

- Applicability, and the definition of dwelling unit and short-term rental.
- Whether “Infrequent STRs” should be deleted as a separate review process. This included discussion regarding the \$500.00 transient tax minimum for a renewal.
- Clean up of unnecessary verbiage in certain sections of Section 17.203.240.
- Creation of consistent requirements for “House Rules”.
- Adding language to require specific things on the Land Use Application in accordance with LUBA rules.
- Notice requirements and the meaning of “neighbors”. Neighbors was replaced with “owners or occupants”.
- Whether it was necessary to change the verbiage regarding the transient tax minimums at the time of business license renewal.
- Adjacency Standard and whether it needed to be changed and/or redefined. Also discussed taking out the allowability to file for a Conditional Use. The talk also included making the

adjacency clause apply to "Vacation Rentals", which were exempted from the previous code language as pre-existing/non-conforming uses.

This conversation was tabled to May.

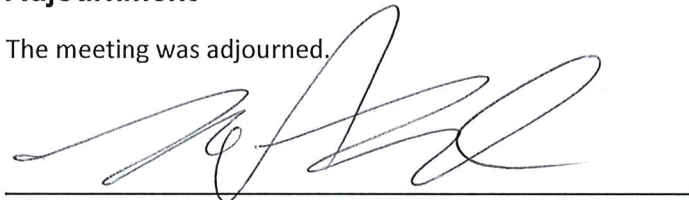
- The distance away a local representative could be. Planner Jacks explained that the current code referred to vehicular miles and required them to be 10 miles away or less. He explained that McMinnville was just outside the 10-mile distance, which might exclude a few local representatives. He questioned whether the Commission wanted to increase the distance. Chairman Carlisle gave history on why the 10-mile distance was chosen. Process regarding whether public comment could be received during a work session was questioned. Planner Jacks explained that it was up to the Chairman to decide. Chairman Carlisle asked whether there were objections to this. Commissioners stated that they would prefer that she not, as the appearance of it did not look right. It was decided to extend the distance requirement to 15-feet.

V. Planning Issues from Commission Members.

Commissioners questioned whether there were any codes against the vertical waving flags. CA Dahl stated that he was unable to think of one at that time that had to do with type of sign. He was familiar with regulations regarding condition, but not type. There was some conversation regarding tall grass and weeds, and when mowing notices might be mailed. They also talked about the car lot on SE 3rd Street and whether there was any progress being made on bringing it into compliance.

VII. Adjournment

The meeting was adjourned.



Ed Carlisle, Chairman

ATTEST:



Melody Osborne, Planning Secretary