



**CITY OF YAMHILL
CITY PLANNING COMMISSION MEETING
Tuesday – February 7, 2017 @ 7:00 PM
Minutes**

1. Call to Order –Roll Call

The Yamhill Planning Commission meeting was called to order at 7:03pm by Chair Mitchell.

ROLL CALL:

Members present: Prendergast, Mitchell, Moore and Padberg

City staff present: City Recorder Gilmore, Superintendent Howard,
City Planner John Morgan

2. Flag Salute:

Chair Mitchell led the flag salute with all those present participating.

3. Swearing on of Planning Commissioner: Sam Fox

Sam Fox was appointed as Planning Commission member by City Council on January 11, 2017, and will serve a two year term expiring December 31, 2018.

City Recorder Lori Gilmore administered the oath of office to Sam Fox and he took his place at the Commission dais.

4. Public Comment:

None Received.

5. New Business:

A. Commission Chair Nomination and Co-Chair.

Chair Mitchell opened nominations. Commissioner Moore nominated Mitchell for Chairperson and Padberg seconded. Mitchell accepted the nomination.

Motion by Moore, seconded by Padberg, to appoint Chuck Mitchell for Planning Commission Chair.

Roll Call: Ayes: Prendergast, Padberg, Mitchell, Moore and Fox
Nays: None

The motion carried.

Moore nominated Carol Prendergast as Co-Chair, Padberg seconded. Prendergast accepted the nomination.

Motion by Moore, seconded by Padberg, to appoint Prendergast for Planning Commission Co-Chair.

Roll Call: Ayes: Prendergast, Padberg, Mitchell, Moore and Fox
Nays: None

The motion carried.

- B.** Discuss if a “Bed and Breakfast” is allowed as a conditional use in the current R3 zone.

An inquiry was received for property at 320 W. Main Street, which is a R3 Zone. The property is currently for sale, and the inquiry regarded if Yamhill’s Municipal Codes allowed a Bed and Breakfast at the location. Tony Velarde, the property owner was in attendance.

Morgan recommended the Planning Commission interpret the Yamhill Municipal Code 10.08.010, and determine if a Bed and Breakfast is similar to a “Boarding, lodging or roominghouse” which is allowed as a conditional use in the R3 Zone. See Code 10.20.030 (B). Morgan stated that one option for the Commission could be to make an interpretation that a Bed and Breakfast is similar to a Boarding, lodging or roominghouse, then it could be considered a Conditional Use in the R3 Zone and would require a Conditional Use process. A conditional use application with filing fee, as well as a Public Hearing would be required before the Planning Commission could make a final decision on a case by case basis. Another option if allowing a Bed and Breakfast in the R3 Zone would be that the Planning Commission amends the current code to include specific definitions, provisions and standards for a B&B.

Howard stated that before any conditional uses are approved, the B&B would have to also meet all Fire Codes which would be part of the conditions, if approved.

Motion by Moore, seconded by Padberg, that the Municipal Code be interpreted to include a Bed and Breakfast for conditional uses in Code 10.20.030 (B).

Roll Call: Ayes: Prendergast, Padberg, Mitchell, Moore and Fox
Nays: None

The motion carried.

6. Unfinished Business:

- A.** Review code amendments to address housing needs- John Morgan.

This item has been carried over from the November 1, 2016 and December 6, 2016 Planning Commission Meeting. At the December 6, 2016 meeting, John Morgan was directed by the Commission to draft amendments to add a RM multi-family residential zone; change the density on the current R1, R2 and R2 zones; and lift the restrictions on the number of dwelling units in the commercial zone.

Morgan provided a draft of changes and updates for Yamhill Municipal Code; Title 10 Zoning and Title 11 Land Divisions that had been previously discussed at the November and December Planning Meeting.

Morgan advised the Commission that the City Council has to approve these code amendments by Ordinance and the Commissions role is to hold a public hearing and develop a recommendation to provide to the City Council and then Council will be required to hold a public hearing before a final decision is made and the Ordinance is adopted.

Morgan reiterated that what he has provided is only a draft and will require several months to discuss and finalize prior to any public hearings.

Discussion started with Chapter 10.08.010 that adds definitions of a "Tiny House" that would include it not more than 400 square feet, not motorized and is built and moved on a trailer chassis, built on-site or manufactured off-site and delivered to the site for assembly and attached to domestic water and sewer service in accordance to plumbing codes. "Tiny House Development" means a complex of tiny houses in accordance with the density and other development standards of the applicable zone.

R-1 Residential Zone has changes in Chapter 10.12, to add Accessory Dwelling Units (ADU's) as uses requiring development permits, as well as adding a new chapter in 10.116.040 for ADU Standards.

R-2 Residential Zone has changes in Chapter 10.16.020 (6) to add ADU's and remove guest houses and guest quarter standards. Also, reduce the minimum lot area to 6, 000 square feet for each dwelling and 7,000 square feet for established two-family dwelling.

R-3 Residential Zone has changes in Chapter 10.20.020 (C) to include no more than eight dwelling units per building and adding Tiny House Developments.

A new Chapter 10.21 was added for a RM Multi-Family Residential Zone. The purpose of the RM Zone is to provide higher-density housing options to meet the needs of Yamhill residents for more affordable housing in a manner compatible with single-family and two-family residential areas. In an RM Zone, the minimum requirements for lot area shall be 6,000 square feet, the width of a lot shall be not less than 60 feet, and the depth of a lot shall be not less than 90 feet. All development shall be subject to the provisions of Chapter 10.48.- General Provisions.

RLC Residential Limited Commercial Zone has changes in Chapter 10.24.020 (6) to add ADU's and Chapter 10.24.050 (D) to include the portion of a structure devoted to commercial or office use shall not exceed 5,000 square feet gross floor area and no limit on the total size of a structure housing multiple uses authorized in this zone.

C-3 General Commercial Zone has minor changes in Chapter 10.28.020 (B) (4) adding subject to the shared parking standards found in Section 10.52.140 and removing 10.28.020 (5).

Standards for Accessory Dwelling Units was added to 10.116 –Specific Development Permits, that included not more than one accessory dwelling unit shall be allowed per lot or parcel and must have independent services that include water, sewer and electricity. The accessory dwelling shall meet all applicable standards for this zone, including setbacks, height, and building codes in effect at the time of construction. There was extensive discussion concerning the ADU's and the specific requirements that should be included in the code language. The Commission was divided concerning whether the ADU should have a kitchen, bathroom, living and sleeping area that was completely independent from the primary dwelling and also if the property owner should reside on site within the primary dwelling unit.

The Commission discussed each of the current Residential and Commercial Zone's and the proposed changes as well as the new Chapter for Multi-Family Residential Zoning. The Commission had concern for the needs of the residents of Yamhill and discussed receiving input from the community prior to any public hearings.

Due to time constraints tonight, the Commission directed Morgan to draft the discussed changes and submit the draft language at the next scheduled Planning Meeting for further discussion.

B. Discuss code amendments regarding "Standards Governing Keeping of Animals in Residential Zones".

This item was discussed at the September 20, 2016, November 1, 2016 and December 6, 2016 planning meetings. It was determined that the Commissioners were still considering whether to amend the current code, and wanted more time to research before making any amendment decisions.

Morgan drafted amendments to the current codes for 10.108.010, directed by the Commission from previous meeting discussions. The draft adds a section addressing Domestic Livestock kept as pets, with criteria for what kinds of pets, the total lot area of the parcel upon which the animals are kept and the weight and size limit for each pet.

Commissions consensus it to not allow goats and pigs or miniature goats and pigs as domestic livestock pets and keep them classified as agricultural livestock which are not allowed in Residential Zones. The draft specifies that the total lot area of the parcel upon which the animals are kept shall be no less than 15,000 square feet and the number of animals shall be limited to two on a 15,000 square foot parcel. Animals would not exceed 250 pounds in weight or 48 inches in height.

The Commissioners directed Morgan to make the discussed changes or additions and submit the draft language at the next scheduled Planning Meeting.

It was noted that Commissioner Prendergast left the meeting at 9:10pm.

7. A. Approval of Planning Commission Minutes from December 6, 2016.

There were no members in opposition to the minutes.

Moore made motion, seconded by Padberg to approve minutes.

Roll Call: Ayes: Prendergast, Padberg, Mitchell and Moore
Abstain: Fox

The Motion Carried.

8. Information/Announcements:

A. Planning Commission Order concerning Facchini Variance #16-02, approved December 6, 2016. – Information only.

9. Adjournment: 10:00PM

Mitchell made motion to adjourn Moore seconded.

All in favor, Chair Mitchell adjourned the meeting: at 10:00pm.

Respectfully Submitted:
Lori Gilmore
City Recorder/Treasurer