



City of Yamhill

A small taste of Oregon

CITY OF YAMHILL, PLANNING COMMISSION MEETING
Wednesday, June 19, 2023, 6:30 pm
MINUTES

REGULAR MEETING

1. CALL TO ORDER:

The meeting was called to order on June 19, 2023, at 6:33 pm

Roll Call

Present, In-Person: Chair, Ken Moore; Shawn Freilinger, Sue Richardson, Jon Hodgkins

Absent: Lyndon Carl

Staff Present In-Person: Angie Fowler, City Recorder

Online: Walt Wendolowski, City Planning Consultant

2. PUBLIC COMMENT (4:04)

Patty Pairan, 215 N Maple St.

Regarding possibly expanding the UGB, she feels that they are “putting the cart before the horse” because we do not have enough water to expand more subdivisions. The infrastructure for sewer is not enough to accommodate more homes. She understands that we do have to expand, but until the water committee addresses the contracts and potentially puts a limit on the amount of water that they are able to consume monthly, we not going to have water enough to build more homes in this town. Especially after the 57 homes are going in. It is going to be at least five years before we get hooked up to Hillsboro and the city should be the primary resource for he water, not outside water districts. So, it needs to be taken seriously and she personally doesn’t thing the council is doing it, not when it comes to our water situation.

Chairman Moore noted that this is something we went around on before. He asked if Walt Wendolowski had anything to add regarding her comment.

Walt Wendolowski, City Planner, noted that there are a lot of moving parts on this. First, we cannot even think about expanding the UGB until we have a buildable lands inventory and also a housing needs analysis. Even if we were to get grants for this, we probably will not be looking at this until 2024-2025 in terms of actually looking at what lands if any, would have to come in the appropriate amount of acreage, how that would tie into water supplies. So, the actual work is a number of years down the road. But I think the point is well made, there's obviously we're making efforts to go ahead and get additional water. It's just the timing for the actual construction may not be there. But we have a few other pieces to put in place before we're

looking at expanding the UGB. That's not going to happen within the next year or two. That's going to be a little longer drawn-out process. And I think I think city simply needs to be cognizant of its water needs as well. So yes, indeed, there. I'm just waiting for the Grant announcement. And then I think the city should go ahead and see where we can go from there. But it's going to take a couple of years at least before we go through the process after we get a Grant.

Rocky Losli, 530 E Second St.

I'd like to make a comment regarding the water circumstance and the information that was just passed on to us by planner. And that is: the city of St. Paul would be a very appropriate city for this body, and or a representative to check with, because they have very serious water circumstances. And to get a building permit there, it almost takes a miracle. They have to have to get to a place where they can have a water supply made available. And they've, as I understand it, they have done, they've jumped through a lot of hoops. And they're just not able to extend opportunities for development, be it commercial, and or residential.

He also had question regarding the gas station retail store development and what is the status of that applicant and the circumstance? Where do we stand? Are we in a holding? What is the disposition of it?

Chairman Moore stated that the application was denied. But he has heard that another application is in process of being submitted.

Rocky Losli's second question was regarding the building that was demolished at 185 S. Maple and the status of the contamination of the grounds. Did we get a DEQ report on the grounds and whether we have total remedy and whether anything can happen in terms of development?

Chairman Moore asked if anyone had information on that.

Angie Fowler, City Recorder stated they discussed this at the council meeting, getting an official report because during the council meeting, all it was is here hearsay from a contractor or somebody passing by, and we have not received anything that I've heard of at this point. regarding that.

2. COMMITTEE REPORTS (17:03)

A. Economic Development Committee

Sue Richardson, Planning Commission, EDC member, spoke on behalf of the Economic Development Committee:

We had our Second Meeting last Friday. What we're doing is we're homing in -just like you were talking about St. Paul, being a similar thing- We're homing in on three or four towns in our state that we can look at their ordinances, and what they're using as their criteria for not only their Downtown Association, but also for any of the historical. And so, we have a meeting in about three and a half weeks and we're going to try to take those towns and take their information and

try to meld it and start trying to come together so we can have some kind of a report that we can give planning, hopefully this next month.

Chairman, Ken Moore asked if she could share the 3-4 towns that they are looking at.

Sue Richardson could only recall, Union and Aurora as two of the four.

Jenny Morrison, 20051 NW Adcock Rd., Economic Development Committee (raised her hand online)

So far what was described (by Sue) and then we had a Yamhill Downtown Association Meeting last week and talk to Phillip Higgins and I know you guys know who Phillip is. spoke to him a bit about the work of Kara and I did about the work that we were doing with the group and Philip provided some more information and he is very much in understands the order of operations for getting codes implemented and so he is offering to help and it definitely you know, we're looking at the different comparable towns there's, you know, Dayton was another one And, you know, they're designing codes, and we are volunteers, but not experts. And the process is extensive to get something in order that is done efficiently, accurately, legally, and all of that, you know, so Philip with his background, again, he understands what's going on, and he is willing to help. And as I know, he's talked to you guys about this in the past. We've talked to Mayor Potter and Mayor Potter and Walt and some other groups. And so, he is really suggesting kind of like a, he's going to come to our next Meeting in July. But he said, the, the first step is really getting mayor Potter to sit down with Walt and Phillip can join in on that, and, you know, on our group can as well and get some more things rolling.

4. NEW BUSINESS (17:03)

A. VRBO/AIRBNB ORDINANCES

Ken Moore

At the last Planning Commission Meeting. Someone had come into the City Hall and said, "What about regulations around Airbnb?" I guess they had one going across the street and they wanted to, you know, ask if we have regulations, and the answer was nothing. And so we asked you to look into ordinances to present to us that we thought may or may not be appropriate for us.

Then the Mayor, at city council meeting, asked the Planning Commission to look at lodging tax. And so, I put out a couple of documents to the rest of the Planning Commission to get us off the ground as far as that. Those are separate, but kind of together.

Walt Wendolowski, City Planner

Okay, well, a few comments here. What you're looking at is short-term rentals. Someone may rent to home for a few days, but also a month. And there's a variety of ways of doing this. But I'm more familiar with what's going on at the coast. There's one city out there that I think was at 70% of their budget comes from short term rentals, they get a fee and a portion of the rental. And another community that I worked with, took all the issues with regard to short term rentals and

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took them out of planning and put them in the Municipal code. I'm I have not, I'm neither for nor against this. I think the issue is how you want to regulate it, and make sure that you get income off of it. But I think you want to avoid a situation, especially in some communities, where people are buying homes for short term rentals, specifically Airbnb, and it's taking housing away from the residents, if you will. That's a very serious problem in a number of communities. My only cautionary note then is to be sure that you're not sacrificing your housing stock for to provide investments for Airbnb. So I asked Angela if there's something I really need to prepare at this point. And I think once I saw this thing with the VRBO Airbnb ordinances. I think my bottom-line comment is just to note, **whatever the city does - keep it out of the planning documents**, because it takes forever to change them, which are aware of with the recent sign code. And you want to be very fast and flexible. And habitus, a Municipal code ordinance, I think the main thing is to be sure that you get, you have a management program, you also have enough personnel available to do it, and a permitting program and make sure you have those resources. And the other thing I would add to that is that probably a clear understanding there should be an upper limit. You don't want to have licenses or permits going everywhere in the city again, you still want to maintain your housing stock and don't give it over to short term rentals Okay,

Ken Moore

We're talking about not the lodging tax for now let's focus on it. The problem you've brought up and my understanding in McMinnville, is they have a distance from somebody applies for a new one. There must be a certain distance between them and another one kind of how they've solved, not solved. But trying to ameliorate that problem with housing stock getting snapped up.

Walt Wendolowski

In fact, that's the same thing in the Nehalem, they have a separation requirement. Permits are on a first come first served basis. And you have a permit for one year, and you have to renew it. And so, you know, they don't auction these offers anything, but they tried to separate so you don't have a whole neighborhood full of short-term rentals that really destroys the neighborhood. You never know who's moving in or moving out. That's not a very safe situation for certainly spreading these out throughout the community does make sense.

They went on to discuss what issues can be brought up with short-term rentals that they should address in the code recommendation (33:36)

Sue Richardson, Planning Commission

Noted that she is an Airbnb owner, and wanted to be forthright in this information so they would know when it comes to the decision in this, she would have a conflict of interest.

There was discussion on lodging tax and how it is allocated. The consensus at the end of the conversation was that 1.5% is charged to the customer and given to state. The city can decide on a city tax (example Carlton charges 7%) and that would be charge to the customer too. Of the 7% the city would have to be split 70/30 with 70% must be allocated to tourism.

Shawn Freilinger, Planning Commission,

Noted that he had spoken to somebody in Silverton and found out a have you make a good justification as to where the tourism what you're doing for tourism. The cities have some latitude that you fill that what defines as tourism, you can build certain kinds of buildings with it: community halls or so in the two approaches, is it the phrase he uses beds on heads? So, is the money promoting tourism bringing people to "beds and heads?" That's what he said. Sorry. And the other was promoting facilities or functions and that sort of thing. So, some of their TLT dollars goes to promoting different festivals and helping bring tourism to town, so the YDA could use it to publicize their next soiree.

Walt Wendolowski

Well, it would be up to the council to determine how don't have money to spent, because there are the financial officers, they can always ask for recommendations. Certainly, a portion can go for tourism, in fact, it must. And that makes it a real possible support for the Downtown Association, and any sort of historic work. So though this can kind of work hand in hand, there's just a lot of moving parts in this thing. And I came in, I really hate to keep using that phrase. But since you don't have hotel accommodations, you're probably going to be starting with Airbnb ease, and see how the Funding goes from there. And, again, make sure the council believes there's enough staff resources to manage this, there's several communities that do it. And I'm certain it would be very simple just to say, Can we borrow your forms and change the letterhead, you know, sort of thing, to help staff out, but if there's only a handful, looking at it this way, would be a good way to start off and looking at how the money works without being swamped with like, a 200 bed hotel or something like that. So, I think I think I think this would be beneficial for the city, when to get up and running, I think we can certainly see some benefit, little extra income for the town, you know, so do certain things, you've got some that really struck me with this is that you can build other recreation related facilities. I have heard interest of redoing the softball fields and attracting tournaments. Well, you know, that is a big draw. During the summertime, spring, summer, and early fall. A nice softball field goes a long way. And if there is a recreational vehicle park tied in there, you know, that's also a lodging tax. So, I think I think there could be some very positive economic aspects to this.

5. UNFINISHED BUSINESS (55:26)

A. Urban Growth Boundary

Chairman, Ken Moore

There is a property owner that wants to talk to the mayor about something about being willing to expand onto that property. We don't know what property that is. And the mayor was going to include me us in that conversation. But that aside, Walt, would you like to you were talking about this four- or five-years thing? The grants are, are kind of done in July, in July or close July? Are we going to try to get a Grant right away? Are we going to wait for next year cycle?

Walt Wendolowski I would strongly suggest we do apply for a Grant if it's not directly opening the UGB that add at least provide a buildable lands inventory and housing analysis to just to take

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a snapshot of this community. I know we need additional housing opportunities. I think it's real critical, though that we have a clear understanding of where we're at. And right now, I think our comprehensive plan is way out of date, in terms of numbers, population estimates, the whole game has changed significantly, with fact, PSU, effectively, Portland state Center for Population Studies, essentially helps the state allocate an anticipated population growth. That would be certainly my suggestion.

I'd like to take it one step further. I know there's interest in the downtown. There's interest in Historical Society, recreational development, housing, economic development, it may be worthwhile for folks to get together and maybe establish some priorities. Just a thought. Just looking at this from the outside. There's a lot of interest doing a lot of things. There's only X amount of resources and probably get the low hanging fruit that's going to give you the immediate benefit. I think, certainly from housing, that would be a housing analysis and buildable lands inventory. And we could certainly try to get on to this next round of grants.

Ken Moore

When I was on the council, with John Morgan as our planner, he did, we got a fair bit down this road. And I wonder if in his records are ours, there that buildable land survey that was done five, seven years ago, is still available, it may not have changed that much the population projections may have changed, but I think the land is probably a pretty good place to start.

Walt Wendolowski

I could check with John on that. I think also check your files. I'm sure anything he put together, he emailed them material to the city. After all, it is yours to possess, if you will. And so I think I think it would be worthwhile also to check your record. So I will, I will contact John on this. Great.

Ken Moore

I have a stack of on my desk. The back corner of my desk is a big stack of Yamhill documents. I'll pull through that. Nancy, you might see what she can do. Okay. Well, the three of us will work on that and what's involved in moving forward with the Grant. And that is money to help us do the studies. Right?

Walt Wendolowski

That is correct. I'm going to I made a note here. A little surprised I thought, or field rep would contact us by now. I think she said May, she would contact us, I'm going to contact her field rep. And just kind of lay out. There's a lot of things going on in town. And we'd like to do this logically. Do you have recommendations and assistance on? This might be a regional solutions team sort of thing. That might be other dollars and cents TGM grants may be coming up, although that might not deal directly with what we're looking at here. So let me contact her as well. I will do that tomorrow.

Walt Wendolowski

Sometimes communities run into snags, over trying to coordinate certain things. And you will find different agencies work together combination like maybe ODOT DLCD, DEQ, I'm just I'm just throwing examples out. And they will look at possible solutions and Funding to address them. City issues. I will bring that up in the conversation tomorrow.

Jenny Morrison (online raised hand)

Hey there again. And I just wanted to echo that from Philip Higgins' recommendations and totally echoes what Walter just said. So as far as his recommendations for the path of the Yamhill economic development interest from our committee, the Yamhill Downtown Association, that's exactly that, that flow. So I'm just want to Second what Walt said. And make sure that we proceed. Thank you.

6. INFORMATION AND ANNOUNCEMENTS (1:01)

Ken Moore

Next Meeting info. I think that means: Are we going to keep the meeting on Mondays at 6:30.

(Discussions regarding availability)

Ken Moore

Let's go with the 19th at 6:30. Okay, moving back to Mondays after that (August 21st)

7. ADJOURNMENT (1:06)

Ken Moore

Okay, well... We're right on the verge of adjournment unless somebody's gonna stop me.

All right, let's adjourn.

The meeting was adjourned at 7:39 p.m.

Respectfully submitted,



Ken Moore
Planning Commission Chairman, City of Yamhill



ATTEST:
Angie Fowler, Recorder