

CITY OF PORT ORFORD PLANNING COMMISSION
MINUTES OF MEETING
April 12, 2022, 3:30 p.m.
Regular Meeting, hybrid
555 W. 20th Street
Port Orford, Oregon

1. Call to Order.

The regular meeting of the City of Port Orford Planning Commission was called to order Tuesday, April 12, 2022, at 3:30 p.m. by Chair Nieraeth.

Those members present were: Chair Nieraeth, Vice Chair Berndt, Comm. Rossi, Comm. Jezuit, Comm. Rinehold, Comm. Thelen and Comm. Schofield.

City staff present were: CA Ginsburg, Planner Shoji, Legal Counsel Kudlac.

Others present: Mary Lee.

2. Additions to the Agenda: None.

3. Approval of Minutes March 1, 2022: Comm. Berndt moved to approve Planning Commission Meeting Minutes of March 1, 2022 with Comm. Jezuit as second. ***Motion carried 7-0***

Discussion: None.

Comm. Thelen	<u>Yes</u>	Comm. Nieraeth	<u>Yes</u>	Comm. Berndt	<u>Yes</u>
Comm. Rossi	<u>Yes</u>	Comm. Rinehold	<u>Yes</u>	Comm. Jezuit	<u>Yes</u>
Comm. Schofield	<u>Yes</u>				

4. Announcements and Communications:

A. City Planner Comments: Planner Shoji presented a packet to councilors relating to Cottage Clusters, which the City Council has given their approval to pursue.

- Article from Planning Magazine addressing different planning matters around the nation and things needing addressed in most communities. Commissioners are encouraged to review the information as it pertains to small housing, etc. in Port Orford.
- Summary of Housing Options: State Laws regarding housing are outlined.
ORS 197.493 Placement and Occupancy of Recreational Vehicles: A state or local government may not prohibit the placement or occupancy of a recreational vehicle, or impose any limit on the length of the occupancy of a recreational vehicle, solely on the grounds that the occupancy is in a recreational vehicle, if the recreational vehicle is a)

located in a manufactured dwelling park, mobile home park, or recreational vehicle park; b) Occupied as a residential dwelling; c) Lawfully connected to water and electrical supply systems and a sewage disposal system.

This section does not limit the authority of a state agency or local government to impose other special conditions on the placement or occupancy of a recreational vehicle.

Port Orford code is outdated regarding this ordinance. Oregon building code permits a 400 square foot stick-built home going through the same process as a larger home with engineering and plan review through the building inspector. Planner Shoji is confident manufactured homes will be allowed as long as they have insignia of compliance with codes. Zone use is reviewed. Commercial zones allow Planned unit development on a lot of at least three acres. She suggested the city change the lot size to allow for affordable housing with cottage clusters.

ORS 17.16.040 Manufactured Homes on Individual Lots: Currently requires 1000 square feet. Planner Shoji suggested updating this to require less than 1000 square feet to accommodate smaller homes such as cottage dwellings.

Accessory Dwelling Units: Definition, history and state law is reviewed. Oregon permits ADUs.

Definition of Port Orford housing related codes is discussed. Planner Shoji asked for direction from Planning Commissioners on which definitions she should address further. Port Orford does not have a definition for ADUs, as they are not currently allowed. She provided suggestions. Commissioners will review and address again at the next meeting with Planner Shoji. Commissioners will research other cities similar to Port Orford. A list of similar cities is available from CA Ginsburg.

B. Asst. Planner Comments: CA Ginsburg provided the Roberts Rules of Order for commissioners to review. Chair Nieraeth suggested when “committee” is used in the rules, this should refer to CA Ginsburg. An attorney experienced in short term rentals will be added to future agendas.

5. Comments from the public: None.

6. Public Hearing: None.

7. Planning Matters:

A. Urban Growth Boundary Variance – Mary Lee: Ms. Lee owns property in the Urban Growth Boundary thus is required to pave the road as part of her minor partition application she submitted to the county. She is requesting a variance to not be required to pave. Commissioners are asked to comment on the variance the county is reviewing. Ms. Lee is present. She advised she is trying to preserve property in its natural state due to a tributary of Hubbard Creek running through the property. She has three minor partitions pending and might have more next year. Minor partitions can only be filed once a year. Ms. Lee feels it is premature to pave at this time.

Commissioner Jezuit moved to support Ms. Lee’s request not to pave the variance property with Commissioner Rinehold as second. ***Motion carried 7-0.***

Discussion: Motion clarification is made. Ms. Lee expressed her appreciation for commissioners’ time and effort put into the City of Port Orford.

Comm. Thelen	<u>Yes</u>	Comm. Nieraeth	<u>Yes</u>	Comm. Berndt	<u>Yes</u>
Comm. Rossi	<u>Yes</u>	Comm. Rinehold	<u>Yes</u>	Comm. Jezuit	<u>Yes</u>
Comm. Schofield	<u>Yes</u>				

B. Historic Preservation Commission: CA Ginsburg met with the Historic Preservation Commission. This committee is under the Planning Commission. They are requesting to be removed from the Planning Commission and report directly to the City Council. The code needs changed to permit this process. The committee was not active during COVID but are active now.

Comm. Thelen moved to transfer the Historic Preservation Commission to report to and be directly under City Council with Comm. Berndt as second. ***Motion carried 7-0.***

Discussion: None.

Comm. Thelen	<u>Yes</u>	Comm. Nieraeth	<u>Yes</u>	Comm. Berndt	<u>Yes</u>
Comm. Rossi	<u>Yes</u>	Comm. Rinehold	<u>Yes</u>	Comm. Jezuit	<u>Yes</u>
Comm. Schofield	<u>Yes</u>				

C. Definitions of Hotel, Motel and Lodging: CA Ginsburg provided common definitions and information City Council wants. Legal Counsel Kudlac advised some definitions are broad without number of units, length of stay, etc. added. She suggested considering the zones the broad definitions are going into. CA Ginsburg will pull definitions of apartments versus hotels and provide information at the next meeting.

D. Cottage Cluster: Cottage cluster versus cottage dwelling needs defined. Cottage dwelling is a smaller structure on a lot. Cottage cluster are multiple cottages on a lot in the overlay zone. Planner Shoji suggested incorporating some language from cottage cluster into the PUD though not use the cottage cluster format. Size of housing, lot size and location will determine use of terminology. Water infrastructure and fire access will have to be

considered. Commissioners will begin with definitions and then work forward from there.

8. Other Business:

a. Announcements and Communications:

City Planner Comments: None.

Planning Commission Comments: None.

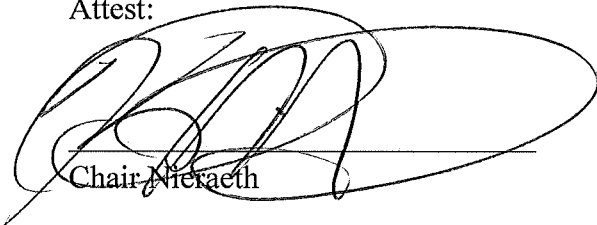
9. Public Considerations: None.

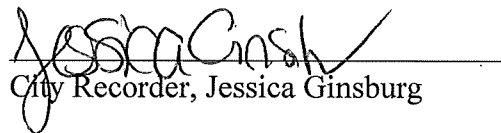
10. Adjourn:

Chair Nieraeth adjourned the April 12, 2022 meeting at 5:14 p.m.

Future meeting is May 10, 2021, at 3:30 p.m.

Attest:


Chair Nieraeth


City Recorder, Jessica Ginsburg