

CITY OF PORT ORFORD PLANNING COMMISSION  
MINUTES OF MEETING  
September 7, 2022, 3:30 p.m.  
Regular Meeting, hybrid  
555 W. 20<sup>th</sup> Street  
Port Orford, Oregon

1. Call to Order.

The regular meeting of the City of Port Orford Planning Commission was called to order Tuesday, September 7, 2022, at 3:30 p.m. by Vice Chair Berndt.

Those members present were: Chair Nieraeth, Vice Chair Berndt, Comm. Rossi, Comm. Thelen.

City staff present were: CA Ginsburg, Legal Council Kudlac.

Others present:

2. Additions to the Agenda: Planning Commissioner application submitted by Sarah Lovendahl is pending additional information. There are two additional applications in the packet. Resignation of Dianne Schofield has been received. Comm. Thelen moved to accept the resignation of Dianne Schofield as a Planning commissioner with Chair Nieraeth as second. ***Motion carried 4-0.***

Discussion: None.

<b>Comm. Thelen</b>	<b><u>Yes</u></b>	<b>Chair Nieraeth</b>	<b><u>Yes</u></b>	<b>Comm. Berndt</b>	<b><u>Yes</u></b>
<b>Comm. Rossi</b>	<b><u>Yes</u></b>				

3. Approval of Minutes August 2, 2022: Chair Nieraeth moved to approve the August 2, 2022 minutes as amended with Comm. Rossi as second. ***Motion carried 4-0.***

Discussion: Comm. Thelen addressed the statement “CA Ginsburg advised the current cap is 75.” He stated there is no cap, but that is a current number.

<b>Comm. Thelen</b>	<b><u>Yes</u></b>	<b>Comm. Nieraeth</b>	<b><u>Yes</u></b>	<b>Comm. Berndt</b>	<b><u>Yes</u></b>
<b>Comm. Rossi</b>	<b><u>Yes</u></b>				

4. Announcements and Communications:

- a. Chair Nieraeth: CA Ginsburg addressed the status of a city planner at the request of Chair Niereath. The city can currently use Planner Shoji as need. There are RFPs out but have not heard a response.
- b. CA Ginsburg: CA Ginsburg informed commissioners that Daniel Kern will attend the October meeting.

5. Comments from the public: None.

6. Public Hearing: None.

7. Planning Matters:

- a. Approval of Michael Malone for Planning Commissioner: Mr. Malone is not in attendance. Chair Nieraeth moved to recommend to the City Council that Michael Malone be appointed to the Planning Commission of Port Orford with Comm. Rossi as second.

***Motion carried 4-0.***

Discussion: Comm. Thelen would like to meet Mr. Malone prior to voting on the application. The applicant has to be recommended to City Council for the final appointment. Mr. Malone can attend the City Council meeting.

<b>Comm. Thelen</b>	<b><u>Yes</u></b>	<b>Comm. Nieraeth</b>	<b><u>Yes</u></b>	<b>Comm. Berndt</b>	<b><u>Yes</u></b>
<b>Comm. Rossi</b>	<b><u>Yes</u></b>				

- b. Approval of Jennifer Head for Planning Commissioner: Jennifer Head is in attendance. Ms. Head introduced herself as a resident of Port Orford and long term resident of the south coast. She has been volunteering for positions at Port Orford for 12 years. She has grant writing experience, nonprofit experience and research experience.

Comm. Berndt moved to recommend to the City Council that Jennifer Head be appointed to the Planning Commission of Port Orford with Comm. Nieraeth as second. ***Motion carried 4-0.***

Discussion: None.

<b>Comm. Thelen</b>	<b><u>Yes</u></b>	<b>Comm. Nieraeth</b>	<b><u>Yes</u></b>	<b>Comm. Berndt</b>	<b><u>Yes</u></b>
<b>Comm. Rossi</b>	<b><u>Yes</u></b>				

- c. Approval of Variance for Cemetery Loop Road – No through street to Highway 101. Comm. Rossi moved to table agenda items under Planning Matters C, D, E and F pending proper protocol with Chair Nieraeth as second. ***Motion carried 4-0.***

Discussion: Legal Counsel Kudlac advised that a variance has to have a public hearing and require specific notices go to properties around the applicant property. CA Ginsburg advised the requirements were not met. Legal Counsel Kudlac advised the city to use a planner to address these variances properly. The city has 120 days of submission to address variances.

<b>Comm. Thelen</b>	<b><u>Yes</u></b>	<b>Comm. Nieraeth</b>	<b><u>Yes</u></b>	<b>Comm. Berndt</b>	<b><u>Yes</u></b>
<b>Comm. Rossi</b>	<b><u>Yes</u></b>				

- d. Approval of Variance for Cemetery Loop Road – Sidewalk Variance: See above.

- e. Approval of Variance for Cemetery Loop Road-20 foot road width requirement: See above.
- f. Approval of RV Park on 510 Madrona: See above.
- g. Approval of Sarah Lovendahl for Planning Commissioner: Ms. Lovendahl is not in attendance. Comm. Thelen moved to accept the application from Sarah Lovendahl and recommend to City council she be appointed to the Planning Commission of Port Orford with Comm. Nieraeth as second. ***Motion carried 4-0.***

**Comm. Thelen**      Yes      **Comm. Nieraeth**      Yes      **Comm. Berndt**      Yes  
**Comm. Rossi**      Yes

8. Other Business:

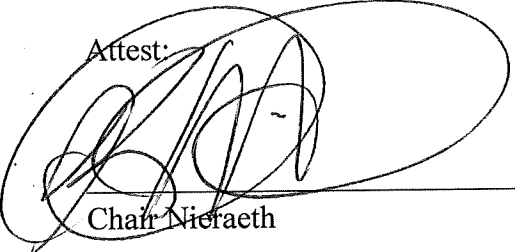
A. Announcements and Communications:

- City Planner Comments: City Planner is not in attendance.
- Planning Commission Comments: Chair Nieraeth would like to see the difficult decisions regarding STR regulations in place at the next meeting. Comm. Berndt recommended commissioners review the Hood River info in the packet from last meeting. Comm. Thelen has a copy of specific suggestions missing from the current list. He asked the discussion of the list be on the next agenda.

9. Public Considerations: None.

Adjourn: **Vice Chair adjourned the September 7, 2022 meeting at 4:00 p.m.**

**Future meeting is October 4, 2022.**

Attest:  
  
Chair Nieraeth

  
City Recorder, Jessica Ginsburg

