



COMMUNITY DEVELOPMENT COMMITTEE (CDC)

MINUTES

4:00 PM February 22, 2023
2nd Floor Conference Room, City Hall

1. ROLL CALL

Council Members: Gary Bode, Brent Lenssen, Scott Korthuis

Staff: John Williams, Heidi Gudde, Dave Timmer

Community: Gary Vis (Chamber of Commerce), Gene Bouma, Jess Bouma, Rachel Bouma

2. APPROVAL OF MINUTES

- a. Community Development Committee Meeting Minutes of 1/18/23 approved as presented.

3. DISCUSSION ITEMS

Update on Ord 1654 – CRFs and Short-Term Rentals – Proposed Criteria for Administrative Approval

The Committee continued the discussion of the criteria which would be used to administratively review the home occupation permits associated with short term rentals. This and other aspects of the draft ordinance were discussed at the January 18th CDC meeting.

The Bouma group joined the CDC to discuss the proposed changes to short term rentals. They have two VRBOs in Oakwood, an apartment complex, as well as a couple others in the City.

The proposed ordinance would disallow short term rentals in housing types that are attached.

The group discussed how short-term rentals may relate to transitional housing. Gudde explained that the State of WA makes a correlation between lodging facilities and the requirement to allow emergency shelters / housing.

Bode expressed concern related to the possibility of a neighborhood being altered by the presence of short-term rentals.

Gene Bouma stated that in his experience he is finding very good clients. Rachel, who manages that aspect of the business, related that they are renting their apartments to accommodate temporary workers such as nurses or refinery workers or people visiting family or friends usually staying 12-14 nights. Repeat

customers are relatively frequent especially those that visit family. Renting saw a lull during COVID but is typically pretty steady throughout the year.

Per the proposed code, transient accommodations are those that are less than 30 days (traditionally the LMC has defined transient accommodations as less than 2 weeks).

As proposed, detached residential units within commercial zoning may be used as transient accommodations.

Gene Bouma suggested that the City give STRs flexibility and make revisions if they found that it was problematic. Vis expressed concern that STR regulations would be difficult to withdraw, if allowed. He also emphasized that STRs have a distinct advantage over hotels in the area because they do not need to meet all the life/safety and commercial building codes that traditional hotel / motel lodging establishments are required to meet.

The Committee recognized the need for the type of lodging that the Bouma group was providing in that it wasn't readily available elsewhere in the city. They discussed making changes to the proposed recommendation given the feedback from the Bouma group.

Conclusions:

The conclusions of the discussion resulted in the suggested revisions to the ordinance so that the standards reflect:

In addition to the standards drafted for allowing STRs in detached housing types that they be amended to allow STRs in attached housing types with the requirements that:

1. The underlying zoning category is RM-4; and
2. No more than 10% of units within the multi-family complex be offered as STRs; and
3. That local management be available to all units in the complex 24 hours a day, 7 days a week to address noise complaints, inappropriate behavior, or maintenance issues that may arise related to the STRs.
4. The fee associated with a COL home occupation permit is required for each unit rented as an STR but may be filed together under one application.

Additionally, the Committee requested that the criteria list and this issue return to CDC in about a year to assess results and impacts.

The Committee agreed with the criteria as proposed but will be altered to include the recommendation regarding RM-4 short term rentals as noted above.

Gudde to alter the ordinance to a CDC version of Ord 1654 and present to the Council on March 6.

Committee requested that the Council's March 9 executive summary detail the changes between the PC version and the CDC version so that it is clear what changes are suggested by the Committee.

Additionally, the Committee requested that staff prepare for an extension of the Interim Zoning Ordinance (Ord 1661) for the March 6 meeting if the public hearing must be continued to another date or Council is unable to make a decision on the document. The interim ordinance is due to expire on March 15th.

4. INFORMATIONAL ITEMS

- a. January Development Report was discussed. Committee noted that no permits were issued in January of 2023 (although permits were submitted in January). This appears to be a slow-down from 2022.

Next Meeting Date: March 22, 2022