

MINUTES

PLANNING COMMISSION MEETING

Monday, March 11, 2018

6:00 PM

Planning Commission Members Present: Karen Ashley, Shawn Van Pelt, Auguste Zettler, Paul Spencer (Ex Officio)

Excused Absence: Valerie Hoy-Rhodehamel, Jeff Breckel

Staff Present: Community Development Director Ben Shumaker

Community Members Present: Thomas Sikora, Marie Perez with Stevenson Downtown Association, Karen Peck, Kellie McGuire, Katrin Crum, Matthew Knudsen, Rick May, Mary Repar

Call to Order: 6:00 p.m.

Preliminary Matters

1. **Chair Selects Public Comment Option #2**

2. **Minutes** February 11th Meeting Minutes

Commissioner Ashley addressed February notes were not available at this time. No voting necessary.

3. **Public Comment Period** None

New Business

4. **Conditional Use Proposal** CUP2019-01: SDA Mural #1

a. Review Purpose of Meeting (to take public comment and decide whether to grant or deny the proposal)

b. Appearance of Fairness Disclosures: Spencer indicated a pre-disposition to support the proposal. No challenge was received based on this disclosure.

c. Presentation by Staff: Shumaker noted the staff and applicant documents included in the packet.

d. Presentation by Applicant: Perez explained that the mural design is based off a wildfire campaign that originally ran in mid century. The mural is temporary and will be posted for 5 years with 10 years maximum. The art is part of a broader scheme around town to increase pedestrian traffic to areas beyond the central core. The plan is to have three murals completed by the end of 2019, all focusing on different major industries in Stevenson history.

e. Public Hearing

i. Comments in Favor: none.

ii. Comments Opposed: none.

iii. Comments Neither in Favor Nor Opposed: none.

f. Commission Discussion. Zettler asked for the city to confirm that four bolts are sufficient to keep the mural safely in place. Shumaker noted a draft condition requiring the project to obtain the appropriate building permits as it continues. The Commission discussed how long an outdoor mural paneling on wood would last in appearance. Perez explained that the mural has a high quality coat and the Stevenson Downtown Association also has an agreement with Napa regarding appearance and upkeep. The SDA has established a maintenance budget for the murals as well. The Commission discussed how other mediums may be less maintenance and would like a clause for input prior to it being built for future murals. Perez noted that the materials used were what the mural community suggested on highway sign boards.

g. Findings of Fact

h. Decision:

MOTION: SPENCER moved to approve as drafted with changes to errors on decision date. ZETTLER seconded. All in favor. Motion carried.

5. **Short Plat Proposal** SP2018-01: Peck Short Plat. Shumaker explained that the city received a short plat application for 4 lots on about 9 acres. He explained further that the Planning Commission can provide comments if the decided to review any proposal in more depth. Staff did not recommend reviewing the proposal in depth in order to provide comments.

MOTION: SPENCER moved to bypass review. ASHLEY seconded. All in favor. Motion carried.

6. **Design Review** VAR2018-01: Sikora Setback

a. Appearance of Fairness Disclosures: No disclosures made and no challenges issued.

b. Presentation by Staff: Shumaker explained that, within the downtown zone, commercial structures must to be built between 0-10 feet of the front of the property line. This was not possible in this case due to a large slope on the property and Sitkora received a variance through the Board of Adjustment in 2018. As part of that variance, The Board of Adjustment requested the Planning Commission conduct design review for the landscaping to be placed in the setback area.

c. Presentation by Applicant: Sikora explained that the setback was moved to 20 feet at the top edge of the sloping hill in the front of the property. He will create a retaining wall at the bottom with a public bench built in. He will maintain the trees if possible and plant native plants.

d. Comments in Favor: none.

e. Comments Opposed: none.

f. Comments Neither in Favor Nor Opposed: none.

g. Commission Discussion: The Commission asked about stormwater and Shumaker stated that stormwater is reviewed by another department as part of the building permit approval. The Commission asked for staff recommendation and Shumaker noted page 2 of 2 where additional conditions could be added if necessary. Commissioner Spencer suggested the retaining wall have continuity with other businesses around town.

h. Decision.

MOTION: SPENCER moved to approve as drafted with a statement that the retaining wall will be constructed to satisfy city staff along the SR 14 side of property. ZETTLER seconded. All in favor. Motion carried.

Old Business

7. Zoning Changes ZON2019-01 Accessory Dwelling Units

Shumaker asked for validation of the current City Purposes from the staff memo provided. The Commission noted the ongoing question of water and sewer hook ups. Currently, language with ADUs states common connection which means it's the same connection and goes forward without requiring additional fees. The Commission noted the importance of detached ADUs having a separate hook up and fees, because the upgrade to the sewer plant will be resolved eventually but the city will be paying it off for a number of years. Shumaker noted the importance of changing the description of the use so that the city's Public Works and billing standards—not the Zoning Code—controlled those decisions. The Commission reached consensus on the proposed change in this area.

Repar stated that ADUs should be small and always subordinate to the primary home on the property. She noted questioning the social issue separate from the structural aspects. The Commission noted that the square footage is based on the percentage of the primary structure and considers setbacks. The Commission discussed having a maximum size of 900 square feet and proximity to the main structure.

May noted the housing crunch and the priority to alleviate that issue. He noted that the restrictions make alleviating the housing crunch harder. He supports making ADUs as easy and affordable as possible, so that there is still money coming into the city but it is affordable to develop.

The Commission discussed the difference between temporary monthly vacation rentals and full time rentals due to "financial security". The Commission reached consensus around not wanting to eliminate the possibility of rentals. Shumaker noted that Attached ADUs had been conditional uses. Frequently, they were being constructed without going through the conditional use approval process. Once the city changed administrative approvals as accessory uses, three ADUs have now been approved that meet the standards. The Commission agreed they want detached ADUs to have some oversight and be approved administratively by the city. Staff report notes all the standards identified as well as include a description about how the state is moving on this issue as a whole.

The Commission readdressed ADUs in close proximity and similar building style to the primary structure. The Commission reached consensus on what is currently drafted for the Design and Appearance Standard. The Commission also reached consensus on referring to the existing parking standards for the Parking Requirement. There was no Commission consensus, however, to move forward with a clause regarding a maximum cap for people that are unrelated living in an ADU.

The Commission discussed language to define proximity to primary structure to mitigate opposition. The Commission considered 30 feet from primary as well as considering setbacks from potential neighboring homes. Commissioner Van Pelt questioned searching for a way to regulate this when we don't necessarily need to. Commissioner Zettler argued against waiting for something negative to happen before creating standards. Commissioner Ashley asked to consider what is good planning. The Commission reached consensus to regarding facilitation of future land division. Division could be a suggestion but not a requirement. Shumaker to draft documents regarding layout configuration for the next meeting.

Crum noted that, as a realtor, she sees a need for ADUs. Her clients are looking for properties and jurisdictions that allow ADUs and make it easy for them to develop. She sees this as retaining more citizens, attracting more people and supporting small business owners. She supported the opportunity for Stevenson to make it less of an arduous process.

The Commission discussed use as vacation rentals. The Commission reached consensus to treat attached and detached ADUs the same, but consensus on this prohibiting use as vacation rentals was not clear. Shumaker will retain the prohibition in the draft for discussion at the next meeting. The Commission suggested more discussion around proximity at the next meeting.

Discussion

8. Staff & Commission Reports Downtown, Schools, & Sewer Planning, Interim Zoning, Road Diet

Shumaker explained the Council decided not to move forward with the Interim Zoning Controls as drafted and opted to hold to the existing moratorium. The full downtown plan has 5 proposals to lead planning process. A review committee of 7 members reviewed the proposals and narrowed the 5 down to 2 and interviews will be conducted this week. The proposals look at transportation, parking, land use, market analysis, design of downtown and Rock Cove corridor.

The Commission asked about the interim zoning controls and how it came about. Shumaker noted the Mayor/Council's discussions and priorities to move faster on the downtown plan. The interim zoning controls were taken from a 1999 draft proposal that was never adopted to try and move away from reactive and be more proactive. The Council discussion proved that working on one issue in downtown with a whole new series of regulations was not of interest. Knudsen noted the interim was a good starting point but would require much rewriting to make it to a document that all could agree on.

9. Thought of the Month

None

Adjournment at 8:14 p.m.

Approved _____; Approved with revisions _____

Name

Date

Minutes by Claire Baylor