

# MINUTES

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**January 19, 2023**  
**Planning Commission**  
**Regular Meeting**

**6:30 pm**  
**Hybrid Meeting**  
**McMinnville, Oregon**

**Members Present:** Beth Rankin, Dan Tucholsky, Matt Deppe, Gary Langenwaller, Lori Schanche, Megan Murray, and Sylla McClellan (arrived late)

**Members Absent:** Sidonie Winfield and Brian Randall

**Staff Present:** Tom Schauer – Senior Planner and John Swanson – Senior Planner

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## 1. Call to Order

Vice Chair Langenwaller called the meeting to order at 6:30 p.m.

New Senior Planner John Swanson introduced himself.

## 2. Swearing in of Commissioners

Senior Planner Schauer swore in Commissioner Langenwaller.

## 3. Selection of Chair and Vice-Chair

The Commission selected Sidonie Winfield for Chair and Gary Langenwaller for Vice Chair for 2023.

## 4. Citizen Comments

None

## 5. Minutes

- **October 20, 2022**
- **December 15, 2022**

Commissioner Schanche moved to approve the October 20 and December 15, 2022 minutes. The motion was seconded by Commissioner Rankin and passed 6-0.

## 6. Public Hearings

- A. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-20) and Zone Change, including Planned Development Overlay Designation (ZC 3-20)**

Vice Chair Langenwalter opened the public hearing and asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. He asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

There was discussion regarding the length of time this application had been continued.

Commissioner Tucholsky MOVED to CONTINUE the hearing for CPA 2-20/ZC 3-20 to April 20, 2023. The motion was seconded by Commissioner Schanche and PASSED 6-0.

**B. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 1-21) and Zone Change, including Planned Development Overlay Designation (ZC 2-21)**

Vice Chair Langenwalter opened the public hearing and asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. He asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

Commissioner Tucholsky MOVED to CONTINUE the hearing for CPA 1-21/ZC 2-21 to April 20, 2023. The motion was seconded by Commissioner Schanche and PASSED 6-0.

**C. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-21) and Zone Change, including Planned Development Overlay Designation (ZC 3-21)**

Vice Chair Langenwalter opened the public hearing and asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. He asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

Commissioner Deppe MOVED to CONTINUE the hearing for CPA 2-21/ZC 3-21 to April 20, 2023. The motion was seconded by Commissioner Rankin and PASSED 6-0.

Commissioner McClellan arrived at 7:00 p.m.

Senior Planner Schauer swore in Commissioner McClellan.

**7. Work Session – Short Term Rentals**

Senior Planner Schauer gave a background on the discussions that had taken place regarding short term rentals. Staff had prepared draft code language based on the discussions and direction for consideration. He then summarized the draft code language.

There was discussion regarding defining the characteristics of a residence, required parking, definition of bedroom, length of stay, wooden sign, 24 hour local contact, violations, and including permit numbers on advertising.

There was consensus to bring the code language back for consideration at a public hearing.

**8. Commissioner Comments**

Commissioner Rankin discussed data she was collecting on single family purchasing by investors.

**9. Staff Comments**

Senior Planner Schauer discussed upcoming agenda items and projects.

**10. Adjournment**

Vice Chair Lagenwalter adjourned the meeting at 8:04 p.m.