

MINUTES

August 7, 2025
Planning Commission
Regular Meeting

6:30 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Sidonie Winfield, Brian Everest, Rachel Flores, Sylla McClellan, Beth Rankin, Brian Randall, Matthew Jones, Elena Mudrak, and Meg Murray

Members Absent: None.

Staff Present: Heather Richards – Community Development Director, David Berniker – Planning Manager, Tom Schauer – Senior Planner, and Evan Hietpas – Associate Housing Planner

1. Call to Order

Chair Winfield called the meeting to order at 6:30 pm.

2. Citizen Comments

Mark Davis, 652 SE Washington St, expressed concerns about the impacts of tourism on neighborhoods south of downtown that include a mix of single-family and multi-family housing. There has been a recent increase in short-term rentals (STRs), accessory dwelling units (ADUs), bed and breakfasts, and homeless people sleeping underneath the railroad trestle. While the City has focused on STR restrictions, all of these commercial activities in neighborhoods significantly change the character of the neighborhoods and should be taken into consideration.

3. Minutes

a. December 19, 2024

Commissioner Mudrak moved to approve the December 19, 2024 minutes as presented. Commissioner Murray seconded the motion, which passed 8 to 0 to 1. (Ayes: Winfield, Mudrak, Flores, Jones, McClellan, Murray, Randall, and Rankin. Nays: None. Abstentions: Everest.)

b. February 20, 2025

Commissioner Mudrak moved to approve the February 20, 2025 minutes as presented. Commissioner Jones seconded the motion, which passed unanimously. (Ayes: Winfield, Mudrak, Everest, Flores, Jones, McClellan, Murray, Randall, and Rankin. Nays: None.)

4. Work Session: Land Use Efficiency Measures

Associate Housing Planner Hietpas introduced the Land Use Efficiencies task included in the Sequential Urban Growth Boundary (UGB) Work Plan 2021 – 2041 and the project team.

Beth Goodman, ECONorthwest, presented details of the proposed land use efficiency measures (LUEM), providing background information and considerations, a detailed review of land needs within the UGB, options for meeting those land needs, and Staff's recommendations, with Community Development Director Richards providing additional context and listing the next steps and actions necessary to meet the LUEMs.

During the presentation, questions and comments from Commissioners were addressed regarding the recent reduction in school district land needs and the development of the Urban Holding Comprehensive Plan designation.

Commissioners briefly discussed the recommended measures, expressing concerns that the Department of Land Conservation and Development (DLCD) might require prior work to be redone and supporting Staff's recommendations for land use efficiencies.

Elizabeth Decker, JET Planning, presented the details of her analysis of the City's current Code and potential Code amendments to facilitate and implement the proposed LUEMs. Findings and recommendations focused primarily on residential zones.

Discussion among Commissioners, Staff, and consultants regarded the Transportation System Plan's (TSP) impact on the proposed Code amendments related to parking requirements, anticipated transit system needs, and density bonuses for affordable housing projects. Concerns were expressed about several of the R-4 and R-5 zone requirements, the allowance of variances, and existing parking requirements. Suggestions were made to implement a maximum number of allowed parking spaces for commercial zones, eliminate parking requirements in residential zones, change the height and setback requirements for the R-4 and R-5 zones, and encouraging the addition of bicycle parking spaces and play areas for children.

5. Commissioner Comments

None.

6. Staff Comments

Community Development Director Richards reported on a group providing information about ADUs. The City had not seen any of the group's materials, but she understood people were being encouraged to contact the City if they were interested in adding an ADU to their property.

Senior Planner Schauer reported on the upcoming meeting schedule and updated guidance from the League of Oregon Cities (LOC) and Oregon Government Ethics Commission (OGEC) on serial communications among public bodies. He noted that copies of the meeting schedule and the LOC cover sheet at information from the OGEC were available at the dais.

7. Adjournment

The meeting adjourned at 8:20 pm.