

## NEWBERG PLANNING COMMISSION MINUTES

April 13, 2023

### CALL MEETING TO ORDER:

Vice Chair Dale called the meeting to order at 7:00 p.m.

### ROLL CALL

Members Present: Layne Quinn, Kriss Wright, Michael Griffiths, Avery Hansen, Jason Dale, Sharon Capri

Members Absent: Linda Newton-Curtis, Jeffrey Musall

Staff Present: Community Development Director Doug Rux; Office Assistant Fé Bates; Planning Manager Clay Downing.

**PUBLIC COMMENTS:** None

### CONSENT CALENDAR

Action: To approve the March 9, 2023 Planning Commission minutes.  
Motion: PC Wright  
Second: PC Capri  
Vote: Yes: 6 No: 0 Abstain: 0 Absent: 2 (Musall, Newton-Curtis)

### QUASI JUDICIAL PUBLIC HEARINGS

MISC322-0002/ZMA22-0001/SUB322-0002/MISC222-000- Amend the Springbrook Master Plan, Change the zoning from SD/NC to SD/MRR for 11.23 acres, a +/- 403 lot Collina at Springbrook Subdivision tentative plat, and Stream Corridor Impact for a Pedestrian Bridge : Applicant requests a continuance to May 11, 2023 at 7pm.

Vice Chair Dale opened the public hearing and called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Student Commissioner Hansen read the legal announcement.

Community Development Director Rux said the applicant had requested a continuance of this hearing.

Action: To continue MISC322-0002/ZMA22-0001/SUB322-0002/MISC222-000- Amend the Springbrook Master Plan, Change the zoning from SD/NC to SD/MRR for 11.23 acres, a +/- 403 lot Collina at Springbrook Subdivision tentative plat, and Stream Corridor Impact for a Pedestrian Bridge to May 11, 2023 at the Public Safety Building.  
Motion: PC Wright  
Second: PC Griffiths  
Vote: Yes: 6 No: 0 Abstain: 0 Absent: 2 (Musall, Newton-Curtis)

### ORDER 2023-06: CUP22-0017: Vacation Rental - 411 N School Street

Vice Chair Dale opened the public hearing and called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Student Commissioner Hansen read the legal announcement.

Planning Manager Downing presented the staff report. This was a request for a conditional use permit to use an existing two-bedroom home as a vacation rental located at 411 N School Street. There would be two off-street parking spaces available in the driveway. The application would have an occupancy limit of four (4) people and enforced

quiet hours beginning at 10:00 p.m. The subject property was zoned R-2 (Medium Density Residential). He reviewed the applicable criteria. Staff recommended approval.

There was discussion regarding how the owner would be managing the property,

Public Testimony: None

Vice Chair Dale closed the public hearing.

Action:	To approve ORDER 2023-06, CUP22-0017: Vacation Rental - 411 N School Street
Motion:	PC Wright
Second:	PC Capri
Vote:	Yes: 6 No: 0 Abstain: 0 Absent: 2 (Musall, Newton-Curtis)

## **LEGISLATIVE PUBLIC HEARINGS**

Resolution 2023-385: DCA21-0003 - Amend the Newberg Development Code provisions regarding early issuance of building permits upon substantial completion of public improvements.

Vice Chair Dale opened the public hearing and called for any abstentions, bias, or objections to jurisdiction. There were none.

Planning Manager Downing presented the staff report. This was a request to amend the Newberg Development Code to update the definition related to “substantial completion” and create consistency with the amendments to state law resulting from HB 2306. He gave a background on the proposed changes, explained the process, agency and public comments, options for developers, traditional issuance of building permits vs. early issuance of building permits, portions of the code to be amended, proposed language, and findings. Staff recommended approval.

There was discussion regarding the threshold for “substantial completion.”

Public Testimony: None

Vice Chair Dale closed the public hearing.

Action:	To recommend approval of Resolution 2023-385 to the City Council
Motion:	PC Capri
Second:	PC Quinn
Vote:	Yes: 6 No: 0 Abstain: 0 Absent: 2 (Musall, Newton-Curtis)

## **NEW BUSINESS**

Resolution 2023-389: Recommending the City Council accept the 2023 Newberg Housing Production Strategy

CDD Rux introduced the topic.

Beth Goodman, ECONorthwest, presented information on the Newberg Housing Production Strategy. She discussed the project schedule, objectives, what had changed based on Council’s feedback, actions in the HPS, and implementation.

There was discussion regarding the implementation schedule.

Action:	To recommend approval of Resolution 2023-389 to the City Council
Motion:	PC Wright
Second:	PC Capri
Vote:	Yes: 6 No: 0 Abstain: 0 Absent: 2 (Musall, Newton-Curtis)

**ITEMS FROM STAFF**

CDD Rux updated the Planning Commission on City Council actions and the anticipated schedule of Planning Commission activities.

Planning Manager Downing gave an update on staff's vacation rental home research.

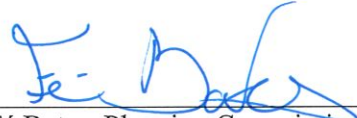
**ITEMS FROM COMMISSIONERS**

PC Wright said the Mayor had asked them to wear blue on Friday to support Child Abuse Prevention Month.

**ADJOURNMENT:** The meeting was adjourned at 8:08 p.m.

Attest: 

Jason Dale, Planning Commission Vice Chair



Fé Bates, Planning Commission Secretary