



CITY OF DETROIT PLANNING COMMISSION

MONTHLY REGULAR MEETING

AGENDA

Tuesday, September 19, 2023

5:30 PM

345 Santiam Ave., Detroit, OR

Kevin Cameron was appointed to chair the meeting in Dean O'Donnell's absence. Michelle Warrden made motion for Kevin to chair seconded by Nancy Powell.

- A. **CALL MEETING TO ORDER-** Meeting was called to order at 5:40 PM.
- B. **ROLL CALL-** Present- Nancy Powell, Traci Boland, Kevin Cameron, Gina Audritch, Micelle Warden Staff: Michelle Connor.
- C. **DECLARATIONS OF CONFLICT OF INTEREST AND EX-PARTE CONTACT**
Conflict of Interest indicates a direct/indirect financial benefit, as defined by Oregon Government Standards and Practices Commission, from an agenda item and excludes any involvement in discussion or vote on the issue.
Where a Councilor or Planning Commissioner is so involved with an issue such that they have prejudged the matter based on evidence or opinion not developed during the course of the record proceeding before the city, and it would be unfair for that official to vote on the application, that official should also exclude him/herself from any involvement in discussion or vote on the issue.

Gina Audritch- 205 Boulder STR owner and operator.
Nancy Powell- 220 Kinney STR owner and operator.
- D. **ANNOUNCEMENTS** - Items not on the agenda but relevant to City business may be discussed by the Planning Commission at this meeting. Citizens are encouraged to attend all meetings of the Planning Commission to ensure that they remain informed. Agenda items may be moved back if a Public Hearing is scheduled.
- E. **ORDER OF BUSINESS**

- a. STR Discussion- A draft application has been done. Kevin Cameron do we want to go through this? Traci Boland can I make a recommendation? Nancy and myself where on the committee for STR before this. Nancy Powell In the committee we all researched different towns and areas as close to the area. We

wanted to look forward to the future of what will this look like 10 years from now. Nancy went over the draft application page by page. The draft application has been attached to the minutes so that they might be looked over. Discussion was had over the application and why some things have been added there and why. Adding more information that can be useful for the individuals who are renting the STR. Discussion was had about the cost of business license and the cost of the STR application which it currently is not required at this time. Only a business license. Michelle Connor there is work involved in collecting the TOT tax. Traci went over different cities and the fees that they charge. It was discussed about having an inspection of the STR. It was discussed having rules to follow for STR homeowners and for the guests. Providing the information to the visitors of the STR's so they are aware of the rules. It was discussed about the companies VRBO and AirBnb and how they do not communicate well with the city. Emailing the TOT taxes instead of printing. It was discussed what fee should be charged for STR application, and business license. The application and fees collected would go into the general fund. The TOT tax goes into the TOT fund. It was talked about if someone owns more than one STR would they be charged for each location they rent out or one large sum. It was decided that it would be per location. Example of this would be someone owns three homes they would have to license and full out an application per STR. Discussion was had about noise, animals' music. Formal complaints would need to be filed with the city. Code enforcement can assist with noise and other issues that may come up. When complaints are filed how will this be handled. This will be looked into further. It was discussed limiting the area of STR can be located, it was brought up that the STR application be focused on. Long term discussion will be had about this. Gathering data for further discussions about this. Discussion was had about good neighbor policy and letting people know that there is a STR in the neighborhood. Some of the recording was hard to understand due to audio issues. Discussion was had about the sq footage being included and how many bedrooms on the application. Parking spots was brought up for STR's. It was brought up about parking of Rvs for people who are renting STR. Can they bring the Rv and have people stay in it. Having a fire pit permit and including information about fire pits. How many people are allowed per room for sleeping. Michelle Connor has been tasked 30 days vs 60 days in regards to short term and long term. Modifications that the planning would like to see are finished. Recording was not auditable for this portion of the meeting. Keeping both business license and STR applications the renewal process being kept at the same time in August. Goal was spoke of when this application and business license be finished up and ready to send out. Discussion was had about fire alarms, hot tubs, smoking on the property. Information that was covered was what information that should be included in a guest book, what all the application should have in it.

F. APPROVAL OF MINUTES

- a. Approval of the meeting Minutes of 8/15/23 Regular Meeting.

NEXT SCHEDULED MEETING: N/A

G. ADJOURNMENT Did not here an adjournment time for this meeting.

Dean O'Donnell, President

Michelle Connor, City Recorder