

CITY OF LA GRANDE

Planning Commission Meeting

Regular Session

November 8, 2022

6:00 p.m.

La Grande City Hall
1000 Adams Avenue

MINUTES

COMMISSIONERS PRESENT:

Liberty Avila, Chair
Ann Morrison, Vice Chair
Matthew Gougherty
Roxie Ogilvie

STAFF PRESENT:

Michael Boquist, City Planner
Kendra VanCleave, Planning Secretary

CITIZENS PRESENT:

Rebekah Hefner
Don Lowry
Nadine Lowry
Don Kellogg

CALL TO ORDER/ROLL CALL

AGENDA APPROVAL

CONSENT AGENDA

PUBLIC COMMENTS

NEW BUSINESS

PUBLIC HEARING

- a. Conditional Use Permit
File Number: 14-CUP-22
Rebekah Hefner

COMMISSIONERS ABSENT:

Dave Felley

DISCUSSION/DISPOSITION

AVILA, Chair, called this Regular Session of the Commission to order at 6:00 p.m. and conducted a Roll Call; a quorum was determined to be present.

The Agenda was approved as presented

VANCLEAVE stated that Commissioner Felley emailed a couple of changes for the October 11, 2022 minutes. Felley did not make a Second in the Motion of 12-CUP-22 as he wasn't in attendance, Commissioner Ogilvie made the Second. Additionally, the applicant testimony on application 17-CUP-22 had some grammatical errors and was cleaned up.

MORRISON introduced the following Motion, with GOUGHERTY providing the Second.

MOTION: That the Consent Agenda be approved as amended for the October 11, 2022 meeting.

MSC: Unanimous
NONE

NONE

(PUBLIC HEARING 6:06 PM)

MORRISON moved that the Public Hearing be removed from the Table. OGILVIE provided a Second.

USC: Unanimous

AVILA announced that this Public Hearing was Opened during the October 11, 2022 Regular Session and the Rules of Order for this Public Hearing were read at that time. No declarations or challenges.

AVILA asked for the staff report.

STAFF REPORT

BOQUIST commented this application is to operate a hosted home share bed and breakfast. This application came before the Commission last month. Part of the question the Commission had last month were comments made by the Building Official related to improvements of a kitchen. If it were a full kitchen it would have to be permitted as a duplex, if it were a kitchenette limited to sink, coffee pot, mini- fridge it could remain as a single-family dwelling. The applicant was not able to attend the last meeting. Since then, applicant submitted a response that they would be doing a kitchenette and not convert to a duplex.

Additionally, there would be a door installed on the downstairs B&B so guests would have a separate entry into the B&B. The interior entry will also have a separate door from the upstairs to the downstairs.

BOQUIST continued the property has a large driveway that can accommodate all the parking.

AVILA asked for applicant testimony.

APPLICANT TESTIMONY

Rebekah HEFNER commented on the traffic and winter snow condition concerns from the last meeting. They have a snow plow for the driveway to remove snow. Also, could pay someone to plow main road if need be. Additionally, she stated that they plan on just having a wet bar with a sink, mini-fridge and microwave.

OGILVIE commented at the top of Hawthorne loop with no sidewalks and almost a blind corner both ways, she has a concern with traffic and foot traffic, but it's something that can't be addressed with this application however, something to discuss in future work sessions.

HEFNER commented as far as traffic, they want to target guests working at the hospital or college that would be staying a bit longer than a one- or two-night stay. Additionally, in their welcome package for the B&B, they could explain hazards and have pictures to show where they want them to park.

AVILA asked for testimony in favor, neutral or opposition. There was none.

MORRISON made the following Motion.

MOTION

I move that the Finding of Fact and Conclusions set forth in the Draft Decision Order be adopted and that the proposed Conditional Use Permit be conditionally approved with a Condition that the applicant does not install a full kitchen.

COMMISSION DISCUSSION

There was discussion on the full kitchen versus kitchenette and if a condition should be placed.

BOQUIST commented if the applicant wanted to install a full kitchen, they would need to talk with the Building Department to convert to a duplex, but wouldn't affect their conditional use permit to use as a B&B. If the Commission placed a condition that they don't install a full kitchen the applicant would need to come back to have the condition lifted if they planned on installing a full kitchen later.

(PUBLIC HEARING CLOSED 6:18P.M.)

MORRISON amended her Motion to remove the condition to not install a full kitchen and that the Conditional Use permit be approved as presented. GOUGHERTY provided a Second.

USC: Unanimous

(PUBLIC HEARING OPENED 6:19P.M.)

GOUGHERTY moved that the Public Hearing be removed from the Table. MORRISON provided a Second.

USC: Unanimous

AVILA announced that this Public Hearing was Opened during the October 11, 2022 Regular Session and the Rules of Order for this Public Hearing were read at that time. No declarations or challenges.

AVILA asked for the staff report.

STAFF REPORT

BOQUIST commented the application originally came in as the Main House BnB (4-bdrm unit) as one independent BnB business, and the ADU BnB (3-bdrm unit) as separate independent BnB businesses. Resulting in seven (7) guest bedrooms on the same property, which is consistent with a hotel definition and use per City Code and not a BnB. The applicant proposed converting the existing 3-bedroom ADU unit into a 1-bedroom unit in order to limit to total number of guest bedrooms to five (5) in accordance with City standards. The Commission was open to considering this alternative, but to better understand how this conversion would occur, the Commission requested that a floorplan be provided for the ADU.

b. Conditional Use Permit
File Number: 16-CUP-22
Don Lowry

In addition to the ADU conversion, the Commission requested clarification regarding the parking accommodations for the main house, which is a 4-bdrm unit. The Commission asked for a revised site plan and photographs that more clearly show the improvements that will be made on the property to provide 4 parking spaces for the Main Dwelling within the existing driveway.

GOUGHERTY asked what the measurement is for width of the driveway to accommodate the isle requirement. BOQUIST responded there is flexibility because it's a driveway rather than a parking lot and not in the same context as a commercial parking lot, but in a parking lot there is a 16' isle that goes thru the parking lot for one way parking.

AVILA asked for applicant testimony.

APPLICANT TESTIMONY

Don LOWRY commented that they submitted what was requested from the last meeting and asked if there were any questions.

AVILA asked how the guests will get in/out of garage and is it realistic that the guest will lift the garage door to park. Nadine LOWRY said it is a large garage and large garage door. They can park two vehicles back-to-back and park another three vehicles. Don LOWRY responded that guests would park in there if it is required. There are five spots in the driveway without the parking in garage. Additionally, they plan on putting parking instructions in their B&B information and haven't had an issue with guests not following parking instructions with their other B&B's.

AVILA asked for testimony in favor, neutral or opposition. There was none.

COMMISSION DISCUSSION

MORRISON commented the floor plan and new drawing of parking answers all the questions she had.

OGILVIE and GOUGHERTY commented they have met all the requirements.

PUBLIC HEARING CLOSED 6:26P.M.)

OGILVIE made the following Motion with MORRISON providing the Second.

MOTION

MOTION: I move that the Findings of Fact and Conclusions set forth in the Draft Decision Order and that the Proposed Conditional Use Permit be approved as amended.

USC: Unanimous

- b. Conditional Use Permit
File Number: 13-CUP-22
Donald Kellogg

STAFF REPORT

(PUBLIC HEARING OPENED 6:27P.M.)

AVILA asked for the Rules of Order to be read. There were no declarations or challenges.

AVILA asked for the staff report.

BOQUIST opened with the application requesting to use the existing single-family home as a 3-bedroom B&B. The subject property is a large parcel that is developed with a 3-bedroom single-family dwelling, several accessory structures (sheds, barn, other), and off-street parking provide within two (2) separate driveways off 18th Street.

The applicant's submittal discusses the property being in close proximity to Adams Avenue, Bi-Mart, Safeway and other commercial businesses. The area generally consists of large lots with single-family homes across the street (East side of 18th Street), with multi-family development on North, South and West (2 mobile home parks and a duplex subdivision). The applicant states that they have visited with their neighbors regarding their plans to operate a BnB, and the neighbors have no objections. The applicant intends to remove all personal items and clean up the property before renting it.

AVILA asked for applicant testimony.

APPLICANT TESTIMONY

Don KELLOGG showed some additional parking photos. He rented a trac hoe and removed debris and added some gravel in the parking area. The reason for applying for the B&B is his in-laws are moving in and they bought another house, but want keep this house as they will move back in after the in laws are gone.

AVILA asked for testimony in favor, neutral or opposing. There was none.

There was no commission discussion.

PUBLIC HEARING CLOSED 6:34P.M.)

OGILVIE made the following Motion, with GOUGHERTY providing the Second.

MOTION: I move that the Finding of Fact and Conclusions set forth in the Draft Decision Order be adopted and that the proposed Conditional Use Permit be approved.

USC: Unanimous

PUBLIC HEARING OPENED 6:35P.M.)

AVILA announced the Rules of Order were read in their entirety prior to the Hearing for Agenda Item c. There were no declarations or challenges.

- d. Conditional Use Permit
File Number: 19-CUP-22
Deborah Oliver

STAFF REPORT

AVILA asked for the staff report.

BOQUIST opened with the application requesting to use the existing single-family home as a 2-bedroom rental. The subject property is developed with a 2-bedroom single-family dwelling, with a single-car driveway along the West boundary that accommodates one (1) off-street parking space. If the Conditional Use Permit is approved, the applicant intends to construct a second single-car driveway along the East property boundary to provide a second parking space in the front yard. There needs to be 15' separation between driveways and will apply at Public Works to get a driveway permit.



BOQUIST continued the applicant's submittal discusses the property being in close proximity to downtown, in a block that include a mixture of single-family residences, multi-family residences, businesses, and several rental properties. As such, the applicant feels that this request is a compatible use in the neighborhood and would not result in significant adverse effects to surrounding properties.

OGILVIE asked about the measurement from curb to house. BOQUIST responded from the house to the sidewalk is 19' and is sufficient space to improve a second 9' x 18' City standard parking space

The wasn't applicant testimony or any testimony in favor, neutral or opposing.

COMMISSION DISCUSSION

MORRISON commented that the application has met all the requirements. The group agreed

(PUBLIC HEARING CLOSED 6:40P.M.)

OGILVIE made the following Motion with MORRISON providing a Second.

MOTION

MOTION: I move that the Finding of Fact and Conclusions set forth in the Draft Decision Order be

adopted and that the Proposed Conditional Use Permit be approved.

USC: Unanimous

(PUBLIC HEARING OPENED 6:41P.M.)

AVILA announced that the Rules of Order were read in their entirety at the first Public Hearing and asked for Declarations and Challenges. There were no declarations or challenges.

AVILA asked for the staff report.

STAFF REPORT

BOQUIST opened with the application to use the existing single-family home as a 3-bedroom B&B. The subject property is developed with a 3-bedroom single-family dwelling, with a two-car garage and driveway off East L Avenue. This driveway accommodates two (2) of the required off-street parking spaces.

Along 21st Street, the property has a gated access into the side/rear yard to accommodate the third (3rd) required parking space. However, the dimension of this space appears to be roughly 13'-14', which is too short to meet minimum requirements. Sufficient space exists, but it will require that this driveway be expanded and the fencing modified to accommodate a full parking space.



AVILA asked for testimony from applicant, in favor, neutral or opposing. There was none.

COMMISSION DISCUSSION

AVILA asked if the two panels open for the gate. BOQUIST responded yes there are 2- 6-foot panels so a 12-foot opening.

OGILVIE commented taking the interior fence out from the neighbor driveway to the house at steps would be the only way to make it a functional parking space.

There was consensus from the group the way the parking spot is proposed, the turn radius to get in,

would be difficult with the landing at the back door sticking out. Either removing the interior fence section between house and neighbor to pull straight in or remove the outer fence so that a vehicle could parallel park in that spot.

(PUBLIC HEARING CLOSED 6:54P.M.)

OGILVIE made the following Motion.

MOTION

MOTION: I move that the Finding of Fact and Conclusions set forth in the Draft Decision Order be amended with the condition that they remove the interior fence or the entire fence paralleling 21st street and that the Proposed Conditional Use Permit be approved.

MORRISON amended Motion to clarify that the interior fence is between the house and neighbor driveway. BOQUIST stated he would provide in the approval letter an option A and B with a picture. MORRISON seconded the Motion.

USC: Unanimous

OLD BUSINESS:

None

CITY PLANNER COMMENTS:

BOQUIST commented he emailed out the consolidation of the edits from the November 5th Work session and plugged into the draft standards. The December regular session may be a work session to finish up the B&B discussion.

COMMISSIONER COMMENTS:

Additionally, there is a request for a follow up work session with the City Council as there may be three or four new councilors about the B&B discussions and to let all know where the Commission is at with their code amendments. There is a placeholder for January 30th.

There being no further business to come before this Regular Session of the Commission, adjourned the meeting at 7:00 pm. The Commission is scheduled to meet again in Regular Session, Tuesday, December 13, 2022 at 6:00 p.m., in the Council Chambers of City Hall, 1000 Adams Avenue, La Grande, Oregon.

ATTEST:

Kendra VanCleave
CEDD Secretary
Date Approved:

APPROVED:

Chairperson