

**TOWN OF YARROW POINT
PLANNING COMMISSION REGULAR MEETING MINUTES
April 18, 2023**

The following is a condensation of the proceedings and is not a verbatim transcript.

1. CALL TO ORDER:

Commission Substitute Chairman David Feller called the meeting to order at 7:00 p.m.

PRESENT:

Chairman: Carl Hellings – *Excused absence*

Commissioners: Chuck Hirsch
Jeffrey Shiu – *Excused absence*
David Feller
Lee Sims
Ex officio Planning Commissioner Carl Scandella –
Excused absence

Staff: Austen Wilcox – Deputy Clerk
Aleksandr Romanenko – Town Planner

Guests:

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL/AMENDMENTS TO AGENDA

MOTION: Motion by Commissioner Sims, seconded by Chairman Hirsch to approve the agenda as presented.

VOTE: 3 for, 0 against. Motion carried.

5. STAFF REPORTS:

Deputy Clerk Wilcox and Town Planner Aleksandr Romanenko provided staff reports.

6. PUBLIC COMMENT

None.

7. MINUTES:

- March 21, 2023 Regular Meeting

MOTION: Motion by Commissioner Hirsch, seconded by Commissioner Sims to approve the March 21, 2023 regular meeting minutes as presented.

VOTE: 3 for, 0 against. Motion carried.

8. REGULAR BUSINESS:

8.1 Comprehensive Plan Update

Since the last Planning Commission meeting, the Town planner has worked with the Department of Commerce (DOC) to update the grant deliverables and scope to more closely reflect the Town's needs based on the initial review of existing documents. Deliverables reflecting the new scope are being prepared for the DOC review and will be included in next month's Town Council packet. This will include a staff report, initial conditions report, and an audit of the existing plan including the recommended and required update elements. The Planner discussed upcoming public outreach.

8.2 – Short Term Rentals

The Town has the ability to regulate short-term rentals. Currently no such regulations, taxes, or codes are in place. The Town council placed the topic of short-term rentals (STR) on the 2023 Planning Commission work plan. Short term rentals can be regulated by creating a permit system along with various fees, and taxes. At the April meeting, the goal is to decide on the direction with the Town would like to take with regards to the regulation of STRs.

With possible changes coming from the state legislature, and the demand for high-quality short-term rentals for business professionals visiting the area, the Town may see an increase in the number of STRs. With this increase comes an increase in public facilities and infrastructure usage.

Staff has done a preliminary look at possible pathways for the Town which fall generally into three categories; first is to do nothing relating to STRs, second would be to create a system for basic tracking of STRs and perhaps a permit system, third would be the creation of a permitting process along with instituting fees or taxes which are in line with what the state and county allow the Town to collect. The third option may also include the creation of a business license program, or other business-related regulatory actions which have not previously been undertaken by the Town.

The Planning Commission discussed:

Vacant homes;

Effects that short term rentals can have on adjacent neighbors;

Potential business license requirement; and

Potential taxation requirement for hotels.

MOTION: Motion by Commissioner Sims, seconded by Commissioner Hirsch to continue the discussion of short term rentals at the next regular Planning Commission meeting when more Commissioners are in attendance.

VOTE: 3 for, 0 against. Motion carried.

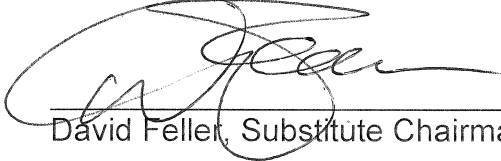
9. PUBLIC COMMENT:

10. ADJOURNMENT:

MOTION: Motion by Substitute Chairman Feller, seconded by Commissioner Hirsch to adjourn the meeting at 7:35 p.m.

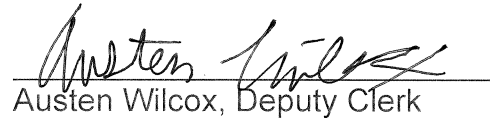
VOTE: 3 for, 0 against. Motion carried.

APPROVED:



David Feller, Substitute Chairman

ATTEST:



Austen Wilcox, Deputy Clerk