

MINUTES  
Warrenton Planning Commission  
March 9, 2023  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Chair Hayward called the meeting to order at 6:00 p.m. Commissioner Bridgens led the public in the Pledge of Allegiance.

Commissioners Present: Kevin Swanson, Christine Bridgens, Chris Hayward, Jessica Sollaccio, Karin Hopper, and Lylla Gaebel

Absent: Mike Moha

Staff Present: Planning Director Jay Blake and Planning Technician Rebecca Sprengeler

3. APPROVAL OF MINUTES

A. Planning Commission Meeting Minutes – 1.12.23

**Commissioner Bridgens made a motion to approve the minutes. Motion was seconded and passed unanimously.**

**Swanson–aye; Bridgens–aye; Hayward–aye; Sollaccio–aye; Hopper–aye; Gaebel – aye**

4. PUBLIC COMMENT ON NON-AGENDA ITEMS – None

5. PUBLIC HEARINGS – None

6. BUSINESS ITEMS – None

7. DISCUSSION ITEMS

**A. Home Occupation Code Amendment**

Planning Technician Rebecca Sprengeler presented concerns with the current Home Occupation code and requested feedback from the Planning Commission to guide a code update. Ms. Sprengeler noted regulations differences compared to Astoria, Seaside, and Gearhart. Mr. Blake shared an example of a business with several business-related vehicles parked on the street that have led to multiple neighborhood complaints. Clarifying the code would help with enforcement. The commission had concerns about the number vehicles associated with home occupations. Commissioner Gaebel feels 3 commercial deliveries per day and operational hours are excessive; 6pm would be more reasonable. Discussion followed about commercial deliveries and providing adequate off-street parking. There could be restrictions on certain zones. Commissioner Hopper

would like to see a limit on the number of total vehicles on site including customers, deliveries, and personal vehicles. There was discussion about considerations for pet-sitting, childcare, and catering. There was a brief discussion about signage; this will be left up to the sign code task force. Bed and breakfasts, vacation rentals, and homestay lodging may be addressed under a separate code change for short-term rentals. A code enforcement officer position may be created to assist with efficiently addressing violations.

## **B. Ministorage Policies Code Amendment**

Planning Director Jay Blake presented a potential code update related to ministorage. At the last meeting there was a discussion about not revisiting the ministorage code criteria. Staff have since received a preliminary request for a new ministorage facility on an ideal piece of industrial land. After some discussion with the applicant, the city manager requested that Mr. Blake review the design standards. He presented a ministorage analysis in Clatsop County. Warrenton has more ministorage units than any other jurisdiction in the area combined. Ministorage facilities do not require city utilities, do not produce a high tax base, or support the long-term goals of the comprehensive plan by creating job opportunities. Discussion followed about a previously approved ministorage facility on Dolphin that used shipping containers. Mr. Blake noted conditional use permits can be challenging to deny. Commissioner Gaebel noted the development standards to improve previous requests. There was brief discussion about the difference between general commercial and industrial uses related to the tax rates. Mr. Blake also discussed an analysis of tax-exempt properties in Warrenton totaling over 70%. He cautioned that most land uses are long term, not temporary. It is important to consider how land is developed to create jobs and return money to the community through taxes. A general discussion followed about taxes, industrial applications, and a cap on storage units in Warrenton.

**Commissioner Sollaccio made a motion for staff to draft an ordinance for a cap on ministorage. Motion was seconded.** Discussion followed about a moratorium versus a cap. Commissioner Sollaccio would like a moratorium while researching a cap. There was brief discussion about shipping containers. **Motion passed unanimously.** *with majority in favor. JB*

**Swanson-aye; Bridgens-aye; Hayward-nay; Sollaccio-aye; Hopper-aye; Gaebel - aye**

## **C. Grading Permit Code Amendment**

Mr. Blake presented a potential contract with CREST to update the grading code. An ordinance will come back in May. Discussion followed about exemptions, landscaping, and definitions.

## **D. Shipping Container Code Amendment**

Commissioner Bridgens noted several photos of shipping containers on City property. Ms. Sprengeler presented concerns with the lack of regulation on shipping/cargo containers for a variety of uses. Recent inquiries include residential storage, commercial storage, hydroponic gardens, and short-term rentals. Discussion followed about ADU's and the code examples from other cities. There was concern about enforcement. There was concern about restricting the creative use of shipping containers. It was suggested that containers be made attractive by

painting the same color as the structure. There should be different criteria in commercial and industrial zones. Containers in residential zones should be prohibited or only allowed when moving.

8. GOOD OF THE ORDER

Commissioner Sollaccio noted a T-Mobile main street grant opportunity.

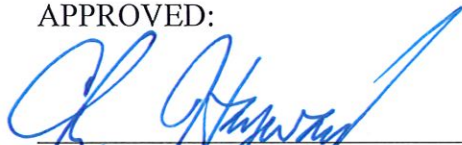
Mr. Blake will be meeting with the County for a neighborhood plan for Ensign Lane.

Commissioner Hopper asked about established districts in Warrenton. Mr. Blake confirmed there is a historic district that is not clearly defined. Commissioner Hopper would like to create districts to support the identity of Warrenton.

Ms. Sprengeler reminded the commissioners of an upcoming League of Oregon Cities training.

There being no further business, Chair Hayward adjourned the meeting at 7:30 p.m.

APPROVED:

  
Chris Hayward, Chair

ATTEST:

  
Rebecca Sprengeler, Secretary