

MINUTES SEASIDE PLANNING COMMISSION

February 7, 2023

CALL TO ORDER: Chair Montero called the regular meeting of the Seaside Planning Commission to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

ATTENDANCE: Commissioners present: Chairman Robin Montero, Vice Chair Kathy Kleczek, Lou Neubecker, Chris Rose, and Brandon Kraft. Staff present: Jeff Flory, Community Development Director, Jordan Sprague, Administrative Assistant. Absent: Don Johnson

APPROVAL OF MINUTES: January 3, 2023 minutes were adopted as written.

INTRODUCTORY STATEMENTS

This is the time duly advertised for the Seaside Planning Commission to hold its monthly meeting. Agenda items can be initiated by the general public, any legal property owner, Seaside City Council, City staff, and the Seaside Planning Commission.

Chair Montero asked if there was anyone present who felt the Commission lacked the authority to hear any of the items on the agenda. There were none.

PUBLIC HEARING PROCEDURES, EX PARTE CONTACTS, & CONFLICTS OF INTEREST:

Chair Montero stated it is standard procedure for the members of the Commission to visit the sites to be dealt with at these meetings. She then asked if any of the Commissioners wished to declare an ex parte contact or conflict of interest. There were none.

AGENDA:

PUBLIC HEARING REQUIREMENTS:

The following public hearing statements were read by Chair Montero:

1. The applicable substantive criteria for the hearing items are listed in the staff report(s) prepared for this hearing.
2. Testimony and evidence shall be directed toward the substantive criteria listed in the staff report(s) or other criteria in the plan or land use regulation, which you believe applies to the decision.
3. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals on that issue.
4. The applicant will testify first, then any opposition will testify, and then the applicant will be given time for rebuttal.
5. Electronic testimony can be submitted via Zoom using the meeting ID of 817-4719-0379.

PUBLIC HEARING

- A. 23-001CU & 23-002V:** A Conditional Use request by **Matt Johnson, Lift Architecture**, to convert space that was previously utilized as a hotel into 6 apartments. The location is on the second floor of the building at **726 Broadway (T6-R10-21AA TL 4200, 4300, 5900, 6000)**. In conjunction with the conditional use request, the applicant is requesting a variance to the requirement that off-street parking for dwellings be located on the same lot as the dwelling.

Jeff Flory, Community Development Director, presented a staff report, reviewing the request, decision criteria findings, conditions, and conclusion. Chair Montero asked if there was anybody who would like to speak in favor of the proposal. Matt Johnson, 145 Liberty St NE Suite 105, Salem, OR, stated the owners wish to develop the west side of the second floor, which was

previously used as a hotel/hostel, into six apartments. The lot that would be used for the parking would be brought up to meet the city's standards for a parking lot.

Chair Montero asked if there was anybody else who would like to speak in favor. There were none.

Chair Montero asked if there was anybody who would like to speak in opposition. There were none.

Chair Montero opened the discussion to the Commission. Chair Montero reminded the Commission that city staff had reviewed the application and comments were added based on their review. Commissioner Rose disclosed that the written comment was from his brother-in-law, but does not view the comments as an actual concern to the project. Commissioner Kraft asked if the building will have an elevator and if any of the units will be ADA accessible. Mr. Johnson responded that the units will not be ADA accessible, but the building code requires accessible parking available. The accessible parking spot could be used for the antique mall parking. Commissioner Kraft asked where the required bicycle parking was going to be located for this new use. Mr. Johnson stated the short-term bicycle parking is proposed to be located in front of the building with a U-shaped rack. The long-term parking would be inside the building within the lobby and stairwell. Commissioner Neubecker asked if the units would be work-force housing. Mr. Johnson responded the owners intend to have the units be market-rate units. Vice Chair Kleczek asked if the short-term bicycle parking would infringe upon the ADA requirements for the public right of way. Mr. Flory responded that the plans were reviewed by the Public Works Department and it appears the bicycle parking could infringe, but could be placed to not impede the ADA pathway. If the siting of the bicycle parking does not work per the Public Works Department, the short-term bicycle parking could be located on the north side of the building. Vice Chair Kleczek added the bicycle parking should not be installed at the cost of impeding the accessibility of the walkway for people in wheelchairs, using crutches, walkers, and other mobility aids they need. Vice Chair Kleczek asked where the entrance to the apartments is located at. Mr. Johnson responded that there is a separate entry way to the apartment units. Vice Chair Kleczek asked for clarification on how many apartment units will be at this location with this proposal. Mr. Johnson stated there are six proposed units with three existing units, for a total of nine apartment units. Vice Chair Kleczek asked if there were limitations if these units could be used for short-term rentals. Mr. Flory responded that a hotel is an outright permitted use in the zone and would require a building permit to change the use from apartments to a hotel. Vice Chair Kleczek stated the application does not show long-term rentals, only apartments. Mr. Flory stated the applicant could construct the additional six spaces as hotel rooms and a review by the Planning Commission would not be required because it is an outright permitted use. Chair Montero asked if the units could only be used as apartments or a hotel, not a mix of the two. Mr. Flory responded with the definition of a hotel and could convert a portion of the rooms to a hotel with the required building permits. Vice Chair Kleczek asked how the parking lot would be managed for tenants to use and not be used for tourist parking. Mr. Johnson stated that the posting of signage for tenant parking could be installed by the owners. The owner has a property management company hired and would monitor the parking. Vice Chair Kleczek asked if there was a parking requirement for the commercial business and if their employees use the parking lot. Mr. Flory responded that there is no parking requirement for the commercial use and wasn't sure if employees use the parking lot or not. Chair Montero suggested the bicycle parking to be relocated to the rear of the building, and asked if the long-term bicycle parking would be located on the first floor or second floor. Mr. Johnson stated it would be on the first floor. Chair Montero asked how many of the current apartments are occupied. Mr. Johnson responded that all three units are occupied. Chair Montero further asked how condition 7 would be enforced, as it does not allow occupancy until the building permits are completed. Mr. Flory responded that the existing units are considered existing and non-conforming, but the condition would only apply to the six proposed units. Chair Montero suggested signage for the parking lot stating which spaces are for the tenants only and not for public or retail parking. Fencing should be installed on the east and west side of the lot. Chair Montero continued to suggest that condition 11 should be added to the tenant's leases to reflect tenants must park within the parking lot and to not use on street parking. Vice Chair Kleczek asked how the changing of the

parking lot from possible employee parking to tenant parking would affect the demand of parking spaces to be moved to on-street parking. Mr. Flory responded that the parking lot currently states "for use for the Gilbert Block building" and was not used for the 726 Broadway occupants. The remainder of the parking spaces not used by tenants could be used for employees of the antique mall. Commissioner Neubecker made a motion to approve 23-001CU and 23-002V with the added conditions of the short-term bike parking being relocated to the rear of the structure, condition 8 from the staff report to include verbiage that the parking lot is to be signed for tenant parking only and the remainder three parking spaces to be used for employee parking, condition 9 to add fencing to the west and east portions of the parking lot, and condition 11 shall include lease verbiage that tenant parking is restricted to the parking lot and shall not be using on-street parking. Commissioner Kraft seconded the motion. The motion passed unanimously with Commissioner Johnson absent.

ORDINANCE ADMINISTRATION

Mr. Flory stated there will be projects for the March Planning Commission meeting, there will be a joint work session with the City Council for a DLCD Planning Commissioner Training, and the next City Council agenda will include the approval of the comprehensive plan update consultant. Chair Montero stated the July Planning Commission meeting will fall on July 4th and requested the meeting date be rescheduled to July 11th. Mr. Flory will contact City Hall to verify the Council chambers will be made available for the meeting.

COMMENTS FROM THE PUBLIC

There were none.

COMMENTS FROM COMMISSION/STAFF

Vice Chair Kleczek stated she was happy to see housing being added downtown. Commissioner Neubecker stated that he had talked to Mr. Flory about a house north of 12th Avenue on Wahanna Rd. The house removed the garage door and replaced it with a wall and a man-door in its place. Commissioner Kraft stated he would not be able to attend the meeting on April 4th. Commissioner Neubecker stated that he would also not be able to make the April 4th meeting. Chair Montero stated the Planning Commission does have a vacancy and requested people apply at City Hall.

ADJOURNMENT: Adjourned at 6:42 PM.

Robin Montero, Chairman

Jordan Sprague, Admin. Assistant.