

MINUTES

1 **1. CALL TO ORDER**

2 Lane Shetterly as counsel, called the meeting to order at 7:00 p.m.  
3 Mr. Schulte nominated Mr. Banford for Chair Pro Tem, Mr. Spofford seconded the motion. The  
4 motion passed unanimously.  
5

6 **2. ROLL CALL**

7 **Commissioners Present:** John Schulte, Mary Newell, Rich Spofford Tory Banford, Carol Kowash  
8 **Not in Attendance:** John Swanson, Andy Groh  
9 **Staff Present:** Chase Ballew, City Planner; Tom Gilson, Public Works Supervisor; Brian Latta,  
10 City Manager; Lane Shetterly, City Attorney; Benjamin Curry, Recorder  
11

12 **3. APPROVAL OF MINUTES**

13 Mr. Banford presented the minutes of the regular meeting of February 13<sup>th</sup>, 2024.  
14 Mr. Schulte made a motion to approve the minutes as written. Ms. Newell seconded the motion. The  
15 motion passed unanimously.  
16

17 **4. PUBLIC COMMENT (3 minutes per person)**

18 There were none.  
19

20 **5. PUBLIC HEARING – A**

21 **VAR 24-04 Parking Variance for short-term rental – Naomi & Joshua Smith**

22 Mr. Banford opened the public hearing at 7:04 p.m. He introduced the agenda item, the rules for  
23 public testimony, and the quasi-judicial proceedings to follow. No ex-parte contact or conflicts of  
24 interest were declared.  
25

26 **STAFF REPORT**

27 Mr. Ballew read from the staff report and summarized the application and the criteria for approval.  
28 Staff recommends that VAR 24-04 be approved as written with conditions.  
29

30 **APPLICANT PRESENTATION**

31 **Naomi Smith – Owner, Smith Lane Falls City Oregon,**

32 Ms. Smith had added no additional comments to her applicant testimony.

33 Ms. Kowash inquired about how one driveway became shorter than the other. Ms. Smith shared  
34 details about the broader site and space restrictions caused by other features of the property.  
35

36 **PUBLIC TESTIMONY**

37 There was none.  
38

39 **REBUTTAL**

40 No rebuttal was provided due to lack of opposing testimony.

41 Mr. Banford closed the Public Hearing at 7:10 p.m.  
42

43 **DELIBERATIONS**

44 Mr. Schulte made a motion to approve VAR 24-04 with conditions of approval as written in the  
45 staff report, Ms. Kowash seconded the motion. The motion passed unanimously with Ms. Kowash,  
46 Mr. Schulte, Ms. Newell, Mr. Spofford and Mr. Banford voting in favor.  
47  
48

49 **6. COMMISSIONER COMMENTS**

50 There were none.

51

52 **7. STAFF COMMENTS**

53 Mr. Ballew provided an update on upcoming larger applications in the planning pipeline.

54

55 **8. ADJOURN**

56 Mr. Banford adjourned the meeting at 7:12 p.m. Next meeting: April 9th, 2024, 7:00 p.m.

57

58 **APPROVED**

59

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Mr. Swanson, Planning Commission Chair

Date 4-19-24