



**AN COUNTY  
PLANNING COMMISSION  
MINUTES**

Chelan County Planning Commission  
Chelan County Administration Building, Room 1  
400 Douglas Street  
Wenatchee, WA 98801

Date: June 3, 2020  
Called to Order: 7:00 PM

**CALL TO ORDER**

Meeting was called to order at 7:00 pm.

**COMMISSIONER PRESENT/ABSENT**

<b>Greg Becker</b>	<b>Present</b>	<b>Carl Blum</b>	<b>Present</b>
<b>Randy Baldwin</b>	<b>Present</b>	<b>Vicki Malloy</b>	<b>Present</b>
<b>Ryan Kelso</b>	<b>Present</b>	<b>Jim Newberry</b>	<b>Present</b>
<b>Jordan McDevitt</b>	<b>Present</b>	<b>Pat Hammersmith</b>	<b>Present</b>
<b>James Wiggs</b>	<b>Present</b>		

**STAFF PRESENT**

**Jim Brown, Director**  
**Lynn Machado, Administrative Supervisor**  
**RJ Lott, Long Range Planner**

**PUBLIC PRESENT**

ZOOM MEETING

**APPROVAL OF MAY 27, 2020 MINUTES**

Corrections made, by Ryan Kelso, to the May 27, 2020 minutes included – minutes were not approved for the previous meeting, need to be removed; under Old Business, replace the name Ryan Walker with Ryan Kelso; and mark Jim Newberry as present during the meeting.

**PUBLIC COMMENT PERIOD**

Comment made from AnnaGala, on when the date for the STR approval? Ryan Kelso stated that the goal is the end of summer.

## **OLD BUSINESS:**

### **Continued Hearing for Short Term Rental (STR) Code Development Code**

Director Jim Brown stated that Lynn Machado, Administrative Supervisor, created a website that directs the public to a section on Short Term Rentals rather than going through the Planning Commission page.

The content consisted of a large volume of comments and questions. Some of the comments did not make it to the Planning Commission, so an internal process was started that sends them all out at once. This creates a timeline where some of the comments would not make it to the Planning Commission in time for their review. Comments received outside of the timeframe would be sent the following week. There is no intention of withholding comments from the Planning Commissioners, so a safety net was created.

Some instruction was given on the operation of Zoom, so communication would be more effective.

Commissioner Carl Blum would like a deadline posted, for the public hearing, to submit comments. It was agreed that the public would be informed of such a deadline.

Lisa Grueter, BERKE Consultants, continued with her presentation and was asked to share her screen. She briefed the Planning Commission on the schedule and timeline for the STR Development Code. It will be posted on the website.

A flow chart described the progress so far. Step one, short term rental permitted or CUP in the use tables, a consideration for existing units. Developed the tiered system with owner-occupied as well as the zones that are designed for vacation homes. These would not be subject to the cap numbers. Standards were described for permitting. There was a further explanation of the chart. Commissioner Vicki Malloy commented on the percentage caps, 1% vs. 5%. Lisa Grueter explained that 1% was a starting point for new ones and 5% is for the rentals that could be located.

Lisa Grueter, BERKE Consultants, explained defining tiered permits on the PowerPoint. Tier one was modeled after Bend and Walla Walla. Commissioner Jordan McDevitt prefers option two. Chairman Ryan Kelso asked for other preferences. Commissioner Carl Blum likes option one as option two would require more Code Enforcement work. Tier two would require approval. Commissioner Vicki Malloy likes the second option. Chairman Ryan Kelso made clarifications and read the slide aloud. Chairman Ryan Kelso asked Commissioner Carl Blum if he meant he liked option two. Commissioner Carl Blum clarified that he did. Commissioner Greg Becker also likes option two. Commissioner Randy Baldwin likes option two but would limit days to 30-90 days with no more than 90 days allowed. Commissioner Pat Hammersmith added to the conversation. Consensus was made on option two for thirty days.

Lisa Grueter continued with density limits and caps as well as locations restrictions. She clarified the UGA within the County. There was a discussion about the pros and cons on the matter. The Planning Commission found consensus on 15 days for this area.

Lisa Grueter, BERKE Consultants, continued with the highlights. Basic criteria discussed as well as non-conforming units. The steps for establishing an existing unit were discussed. Manson UGA was highlighted by Commissioner Carl Blum's comments about requirements and non-conforming STR units. Lisa Grueter answered that some units may meet the criteria and can't expand and have only two years. Jordan McDevitt asked about a

chart to illustrate the matter. Commissioner Carl Blum said he was uncomfortable with having all existing rentals in the Manson UGA to be allowed.

Discussed next was operation standards. Parking would be the same as B&B. Response time was highlighted. Commissioner Vicki Malloy commented on the response person and what happens if they don't show up. She states that sixty minutes is a long time. Chairman Ryan Kelso also commented on the hour time range. Commissioner Jordan McDevitt commented that an hour is reasonable. Lisa Grueter talked about site plans and added unit floorplans. A qualified person needs to notice burn bans in effect. Commissioner Jordan McDevitt doubted the need for 24 hour periods between rentals. Lisa Grueter stated that it was, not specific to COVID pandemic. Commissioner Greg Becker commented that it originally was for the end of the pandemic. Chairman Ryan Kelso prefers no time limit. Commissioner Greg Becker clarified what he meant on cleaning requirements.. Back and forth comments ensued on the health standards. Director Jim Brown talked about the Health District requirements including response times and phone call versus physically responding. Chairman Ryan Kelso agrees with Director Jim Brown's comments. Commissioner Greg Becker elaborated on other items that he would like to add.

With regard to Permit Transference, does the sale of property allow for the permit to transfer? Would it be a onetime transfer? Commissioner Vicki Malloy commented that when transferring a business, one needs to be very careful that the new owners know that they need to apply for a permit for an STR. Homes owned by an LLC or Corporation, needs to be informed of the process. Commissioner Jordan McDevitt likes the one-time transfer. Commissioner Greg Becker would like a sunset. Director Jim Brown clarified the staffing needed to regulate as well as the Sheriff taking over some code enforcement responsibilities for STRs. Commissioner Vicki Malloy said Community Development is working with an agreement with the Sheriff and asked if 3 staff members would be added. Director Jim Brown elaborated on Code Enforcement protocols. Commissioner Carl Blum asked about transfer options. A vote taken on the options, there was a consensus on a one time transfer with a three year sunset.

Owner/operator definitions were discussed. RCW definitions were highlighted by Lisa Grueter. "Person" definition in RCW also highlighted. Legal issues were further discussed. Additional research may be needed on transfer language.

Lisa Grueter, BERKE Consultants, talked about the fees needed for review of an STR permit. Costs were estimated. Commissioner Greg Becker asked if there is any consideration on owner-occupied fees, could they be less.

Commissioner Carl Blum asked about bedrooms. Does that mean an ad is proof of permitted bedrooms? Clarification was made by Lisa Grueter. Commissioner Carl Blum also asked about density limits and possible conflicts. Commissioner Carl Blum has issues with tier three in Manson UGA overlay as mentioned by the Manson Community Council. Commissioner Greg Becker discussed a hotline so complaints would not go through 911. Commissioner Greg Becker asked for consideration of a task force. Director Jim Brown answered Commissioner Greg Becker's questions. Commissioner Jordan McDevitt agrees with the task force idea.

Commissioner Jordan McDevitt asked to revisit the cap in the Leavenworth area. He stated that a reduction from 13% to 5% is too great initially. Commissioner Greg Becker added that 5% is an ultimate goal. Commissioner Carl Blum added that the housing stock increase would also increase STRs. Commissioner Randy Baldwin said that 5% is too great of a reduction and he is in favor of a lottery system.

\*Per the amended minutes for the June 24, 2020 Planning Commission Meeting Minutes, additional comments were added by Greg Becker: “All we’ve done so far is grandfather in all existing STRS, allow transfer of the permit with 3 year sunset, treating owner occupied and non-owner occupied the same with no preference for owner occupied, providing no relief to full time residents/homeowners, and relying on Darwin’s theory of natural selection, “survival of the fittest,” because we are not phasing out any STRs in residential neighborhoods, which we could through the last in-first out method, no complaint procedure/hotline for benefit of exiting residences/homeowners, no limit to the number of units owned by an individual or LLC, no capping of nights rented, no minimum separation between STRs by area or block no attempt to address escalating home values created by STRS, shortage of long term rentals and affordable housing, no waiting time between completion of new construction and initiation of STRs. We’ve shown a tremendous amount of concern for people with STRs, but we could be accused of being remiss for the concern for the people in the single family residences nearby, my comment is...is their investment not exactly the same as those with the STRs? I think we have not sufficiently addressed the concerns of the homeowners.”

## **ADJOURNMENT**

### **MOTION:**

Upon motion and second by Commissioners Greg Becker and Carl Blum, the Commission unanimously agreed to adjourn the meeting at 9:24 pm.

Next Meeting: June 17, 2020 at 5:00 p.m. Public Hearing for Short Term Rentals

All Planning Commission meetings and hearings are open to the public.