OXFORD PLANNING COMMISSION
Meeting Minutes
Tuesday, June 9, 2020
07:00 p.m.

Call to Order
Those members present: Jason Bracken, William Snavely, Carla Blackmar, Richard Daniels, Shana Rosenberg, Richard Keebler, and Corey Watt.
Those members excused: None.
Staff members present: Sam Perry, Zachary Moore, and Chris Conard.
Staff members excused: None.
Members of the public present: Mark Tremblay and Jordan McMaster

Approval of Agenda
Mr. Daniels made motion to approve the agenda. Ms. Blackmar seconded the motion. All were in favor.

Approval of the Minutes of May 12, 2020
Ms. Blackmar made motion to approve the minutes as written. Mr. Daniels seconded the motion. All were in favor.

Public Comments Related to Items Not on the Agenda
There were none

Reports from Commissions, Boards, Committees & Staff
Mr. Moore reported on having recently attended an OKI Intermodal Committee meeting stating that the City of Oxford applied for funding for the future segment of the OATS Trail (located between the High School and the Middle School). Mr. Moore reported that various applicants applied for the federal funding amounting to $48 million being requested, and Oxford having requested $3 million of that amount. Mr. Moore explained the next steps to determine which projects were awarded this federal money.

Mr. Daniels reported on the CIC, having given away most of the first $200,000. Six applications for loans under the revised loan program have been approved by City Council and there may be a few more applications yet to come.

Ms. Blackmar reported on the Parking and Transportation Board plans for Chestnut Street with repaving to begin soon, and the idea to use this opportunity for corridors to become complete streets. Ms. Blackmar discussed striping alignment and removing parking off Chestnut. Ms. Blackmar noted that temporary striping would buy the Board some time.

Mr. Bracken reported on the Environmental Commission and the completion of the Greenhouse Gas Inventory Summary and how to move forward. The question asked is what we do now community-wide going forward.

Ms. Rosenberg reported on HAC and having presented on incentives to provide developers to fill affordable housing in their developments.

New Business
Staff Presentation: Transient Guest Lodging (formerly known as Short Term Rentals)
Mr. Moore provided a slide presentation.

Mr. Moore identified his presentation as Transient Guest Lodging, previously known by the Planning

Commission as short term rentals. Mr. Moore stated this new name was recommended by the City Law Director, as this would separate out from our long term rentals, thus providing a clearer distinction between the two.

Mr. Moore welcomed Dr. Mark Tremblay, Economics professor, Farmer's School of Business, who was present for the discussion this evening. Mr. Moore explaining that Dr. Tremblay and two of his students provided research and acquired data on STR's in Oxford. Mr. Moore reviewed their findings with the Planning Commission.

Mr. Moore reviewed the definition for transient guest lodging. Mr. Moore inquired how dwelling units should be treated differently based upon the number of days being rented. Mr. Moore discussed dwelling units rented less than 30 consecutive days versus dwelling units rented 30 or greater consecutive days. Mr. Moore noted that the Property Maintenance Code would also have to be amended to draw that distinction. Mr. Moore explained that owner occupied properties would be considered as an accessory use to the property. Mr. Moore reviewed other cities' definitions and regulations.

Mr. Moore reviewed which parts of the zoning code would be affected by this new language. Mr. Moore reviewed the next steps and formal consideration timeline.

Mr. Snavely, thanked everyone for their work and now having solid data. Ms. Rosenberg inquired if TGL per building would require a conditional use? Mr. Moore responded this could be up for debate and the triggers. Discussion followed.

Mr. Keebler responded that he felt the language was really well thought out and reasonable and thinks occupancy limits were EXTREMELY important. Underlying occupancy has to rule, as it will set reasonable limits without being too restrictive and creating burdens on everyone. Ms. Rosenberg inquired about a copy of the official report from Dr. Tremblay? Mr. Moore responded that there was a report that he shared with us (graphs, charts, etc.) which is where we were able to pull the shared data (slide). Ms. Rosenberg responded that barring of transient guest lodging for over one per building seemed a little strange and maybe unfair to larger buildings. Ms. Rosenberg inquired if it could be made proportional than straight up limits; number of contracts per home at one time. Financial incentives were discussed. Discussed a TGL tax.

After having some technical difficulty, Mr. Watt was able to join in on the discussion. Mr. Watt inquired about parking.

Ms. Rosenberg, referred to this as an opportunity to put in some tax revenue to address affordable housing, and revenue for the housing trust fund. Dr. Tremblay commented that if we completely remove 90 days from the picture, we would be opening ourselves up for outside investors to come in and buy up housing. Mr. Bracken inquired as to whether taxing would incentivize and decentivize long term rentals? Dr. Tremblay responded it was all about the numbers. Mr. Keebler discussed the effect on affordable housing in other parts of country and purchasing from investors as STRs, VRBO, and the inability to live there as we already have this problem in Oxford.

Mr. Snavely inquired if the Planning Commission should direct staff to move forward and bring legislation to future meetings or were there areas to look at further? Ms. Rosenberg felt this was a good starting point and would love to see us move forward with this, and see a tax. Mr. Bracken stated that he would like some time to think over and give Housing Committee time as well. Mr. Conard inquired Dr. Tremblay if he had any numbers on owner occupied homes as TGLs? Dr. Tremblay responded their data observed full rentals and shared rooms, as well as multi-listers. Mr. Conard mentioned that many regulations address whether the units are owner-occupied or not, as a way of ensuring a greater supply of

affordable housing stock. Many regulations are also tailored to making sure guests are safe. Mr. Snavely asked Mr. Conard whether he saw any legal red flags. Mr. Conard stated that he didn't want to answer that in the public meeting, but there are always challenges pertaining to legislation along these lines. Mr. Conard stated that he could talk to staff about some of the issues. Mr. McMaster clarified the makeup of multi-listers and single-listers within the Oxford area. Mr. Snavely directed staff to move forward.

Mr. Perry responded that staff would be reaching out to stakeholders who are currently TGL.

Administrative Approvals

PC-2019-17-ADM Minor Amendment to an Approval Final Planned Development Gaslight Avenue, addition of a dumpster enclosure. Mr. Snavely shared with the Commission that the Gaslight project decided they needed another dumpster, it was put in a reasonable location and approved.

Adjournment

Mr. Watt made motion to adjourn meeting. Mr. Keebler seconded the motion. All were in favor. The meeting was adjourned at 8:14 p.m.