



City of Warrenton

Planning Department

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STAFF REPORT

TO: The Warrenton Planning Commission
FROM: Matthew Ellis, AICP, Planning Director
DATE: May 9, 2024
SUBJ: Conditional Use Permit CUP-24-5

BACKGROUND

C. Mark Hansen of Jetty Street LLC has applied for a conditional use permit to establish a vacation rental use at 964 Fourth Avenue in Hammond which is zoned C-MU Commercial Mixed Use. The subject property is developed as the middle of a group of three townhomes and is identified as Tax Lot 81005CD03509.

PUBLIC PROCESS, PROCEDURES & PUBLIC NOTICE

The application was submitted February 27 and was deemed complete February 27, 2024. We sent notice of the public hearing to adjacent property owners April 19 and published notice in The Astorian on April 30, 2024.

CODE PROVISIONS, APPLICANT RESPONSES, AND FINDINGS

Applicable Warrenton Municipal Code (WMC) chapters for this application include:

- 16.44.030 Commercial Mixed Use District Conditional Uses
- 16.208.050 Type III Procedure (Quasi-Judicial)
- 16.220 Conditional Use Permits

Chapter 16.44 Commercial Mixed Use (C-MU) District **16.44.030 Conditional Uses**

APPLICANT RESPONSE: None provided.

STAFF FINDING: This criterion is met. The proposed use would be allowed if CUP-24-5 is approved.

Chapter 16.208 Administration of Land Use and Development Permits **16.208.050 Type III Procedure (Quasi-Judicial)**

APPLICANT RESPONSE: None provided.

STAFF FINDING: The applicant did not hold a pre-application conference, which is required for all Type III applications, but staff do not feel a pre-application conference would have changed the application substantially. All other criteria of the section have been met.

Chapter 16.220 Conditional Use Permits

16.220.030 Review Criteria

A. Responses below:

1. This unit is part of the nine-lot townhome Jetty View subdivision. The new construction development was carefully planned to align with the City's Comprehensive Plan and adheres to land use designations and zoning regulations specified in the plan.
2. The townhomes have been designed to blend with the existing neighborhood with consideration given to noise, traffic, and visual aspects.
3. The development project included half street improvements along 4th and Jetty to accommodate traffic.
4. The development project also included utility improvements and extensions.
5. Prior to construction, the Site Design Review and Preliminary Plan were approved to build the Jetty View subdivision.
6. The site provides adequate space for buildings, parking, landscaping, and utilities, with setbacks and buffers in compliance with City ordinances.
7. The site's location is suitable for residential townhomes, beautifies the Hammond Marina area, and provides needed short- and long-term housing.

STAFF FINDING: The criteria in this section are met.

CONCLUSIONS AND RECOMMENDATION

The applicant has demonstrated that the proposed vacation rental satisfies the conditional use permit criteria to be in the C-MU Commercial Mixed Use zoning district. Accordingly, staff recommends approval of the request with the following conditions:

1. Submit a complete Short Term Rental (Homestay Lodging) application within 180 days of the approval of CUP-24-5.
2. The structure shall comply with all applicable provisions of Chapter 8.24 Homestay Lodging Standards while being used as a vacation rental.

RECOMMENDED MOTION

“Based on the findings and conclusions of the May 9, 2024, staff report, I move to approve CUP-24-5 subject to the conditions of approval included in the staff report.”

ATTACHMENTS

1. Application