

**WALLA WALLA CITY COUNCIL**  
**Work Session Minutes**  
**March 13, 2017**

**1. CALL TO ORDER**

Mayor Pomraning called the meeting to order at 4:00 p.m.

Present: Councilmembers Jim Barrow, Barbara Clark, Jerry Cummins, Steve Moss, Tom Scribner, and Mayor Allen Pomraning.

Absent: Councilmember Dick Morgan.

City staff in attendance: City Manager Nabel Shawa, Deputy City Manager Byron Olson, Development Services Director Elizabeth Chamberlain, Assistant City Attorney Preston Frederickson, City Engineer Neal Chavre, and City Clerk Kammy Hill.

Deputy City Manager Olson was introduced to the City Council.

**2. ACTIVE AGENDA**

A. Transportation Plan Update.

City Manager Shawa and Development Services Director Chamberlain reported the transportation plan is a component of the comprehensive plan. DKS Associates has been awarded the contract for the transportation plan update.

Scott Mansur, consulting engineer, DKS Associates reviewed:

- Why adoption of a transportation plan is necessary, required components, and beneficial goals.
- Plan elements generally include: pedestrian plan, bicycle plan, transit plan, motor vehicle plan, financing, and codes & ordinances.
- Proposed transportation planning process and public involvement.
- Proposed goals are:
  - Safe - Provide for and improve the safety and security of transportation customers and the transportation system.
  - Economic vitality – Promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy.
  - Connected – Provide all users with complete streets that connect neighborhoods, parks, schools, employment centers, and retail areas.

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- Preservation – Maintain, preserve, and extend the life of the City’s transportation infrastructure.
- Quality of Life – Design and construct transportation facilities in a manner that enhances the livability of the City and health of its residents.
- Reliable – Maintain the predictable movement of goods and people throughout the City, including congestion relief and improved freight.
- Existing conditions.
- Roadway functional classifications.
- Freight system; bicycles; pedestrians; and transit.
- Studied intersections and motor vehicle mobility.
- Intelligent transportation systems.
- Safety and top safety intersection segments. Currently the Howard/Chestnut Street intersection failed to meet level of service standards.
- Next steps:
  - Compile public feedback from technical advisory committee, stakeholder advisory committee, City Council/Planning Commission Work Session.
  - Finalize existing conditions and goals/objectives.
  - Multimodal needs and deficiencies.
  - Standards review.

There was discussion on:

- Transportation planning and collaboration with other jurisdictions.
- Types of transportation activities that can impact quality of life.
- Street design standards to ensure availability of planting strips for trees.
- East/west street alignments and reducing the visual impacts of the sun on drivers in vehicles.
- Improvements on freight mobility within industrial and commercial areas.
- Identifying design standards and adapting the comprehensive plan to address new and future technologies.
- Commitment to multi-modal transportation within the plan.

B. Proposed short term rental regulations.

Development Services Director Chamberlain reviewed:

- Process and public meetings held.
- Policy issues.

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- Proposed ordinance is structured after the recommendation made by a four to three vote of the Planning Commission.
- Regulations include:
  - Define two types of short term rentals; Type 1 is the owner's principal residence and Type 2 is not the owner's principal residence.
  - Type 1 short term rental would be a Level I permitted use (director decision).
  - Type 2 short term rental would be a Level II permitted use (director decision but notification to adjacent property owners required).
  - 24 hour/7 day a week local contact is required to be provided if the short term rental is not owner occupied.
  - One additional off-street parking space is required to be provided on-site.
  - Owner must have property insurance and liability coverage for the short term rental.
  - Verification that lodging taxes have been/are being paid to Department of Revenue.
  - Graduated fine structure for violations - structured to make the short term rental owner responsible for their tenants' actions and impacts on the neighbors.

There was discussion on:

- Making the property owners responsible for any impacts due to their tenants.
- The proposed escalating violations, whether the amounts are too high, and structuring penalties occurring during a set time period versus open ended.
- Off street parking regulations and enforcement.
- Owner occupied versus accessory dwelling units.
- The City is not obligated to grandfather certain aspects of new regulations. Additional parking space would not apply to existing short-term rentals unless the property is sold.
- Amending parking regulations to allow for the lease of additional parking within a specified distance of the rental.
- Short-term rentals and neighborhood disruptions; destruction of neighborhoods; and housing affordability.
- Taking a moderate approach to regulating short-term rentals to determine impacts.
- Leveling the playing field between hotels/motels and short-term rentals; and ensuring public safety of tenants.

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- Collection of lodging taxes.
- Feasibility and legality of capping the total number of short-term rentals within the City.
- Covering staff costs for inspections and registration.
- Enacting a moratorium to look at how regulations are working.
- Enacting a density limitation to preserve neighborhoods.
- Violations of regulations are a mechanism to require property owners to address behavioral and management problems.

It was the consensus of a majority of Council to bring this issue back for an additional Work Session.

**3. OTHER BUSINESS**

No other business was discussed.

**4. ADJOURNMENT**

There being no further business, the meeting adjourned at 5:48 p.m.