



 ORIGINAL

CITY COUNCIL October 10, 2016 MINUTES  
WORKSESSION 6:30 PM  
City Hall, 1001 Bridge St. Vernonia, OR 97064

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**Mission Statement**

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

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**In Attendance:** Mayor Parrow, Councilor Seager, Councilor Tierney, Councilor Hult, and Councilor McNair

**Staff in Attendance:** City Administrator Mitchell

**Call to Order -- Mayor Parrow**

Mayor Parrow called the meeting to order at 6:30 PM

**Additions or Removal of Agenda Items**

Councilor Hult made a motion to approve the agenda as written. The motion was seconded by Councilor Seager, motion carried.

**New Business**

- Discussion Regarding the application and approval process for permits to inhabit a travel trailer

City Administrator Mitchell explained the application process and rules for inhabiting a travel trailer. Code Enforcement Officer Leininger also provided pictures of current permit holder trailers for them to reference.

Councilor Tierney proposes including a requirement for giving neighbors an opportunity to comment on the applications. Councilor Seager would like stricter regulations that would require there to be extenuating circumstances for approval.

After great discussion, Council consensus is to amend Title 9-08 Habitation and Parking of Travel Trailers as follows:

1. The trailer must be easily moved
2. Not allowed in the flood plain
3. Trailer must not be in disrepair
4. Impose a \$100 nonrefundable fee for application
5. Must have current title and registration per Oregon Law. Staff will look into what the insurance requirement is for recreational vehicles in the State of Oregon.
6. Include a requirement for distance the trailer must be from a dwelling and lot size. Staff will find out what the fire code regulation is for distance an RV should be from a permanent structure.
7. Neighbors will be notified and allowed to comment on an application. Staff will verify what the notice requirement is for home occupancy permits.
8. The property owner or applicant must be present when the permit application is reviewed.
9. Permits will be issued for no more than 6 months.
10. If the property has any current code violations, they do not qualify for a permit.



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11. The trailer must be removed until a permit is obtained.

12. Staff can review and approve/deny applications. The applicant can challenge the decision and bring it before Council to review.

City Administrator Mitchell read a letter from John Brewer to Council. She stated that he is now moving to Big Eddy.

### **Adjournment**

Mayor Parrow adjourned the meeting at 9:06 PM.

These minutes were approved at the November 07th, 2016 City Council Meeting.

Stephanie Borst, City Recorder

Randall J. Parrow, Mayor

**\*\*\*AMERICANS WITH DISABILITIES ACT NOTICE\*\*\***

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