

**SALEM HEARINGS OFFICER MINUTES**  
**February 11, 2026**

**Hearings Officer**  
Gary Darnielle

**Staff Present**  
Abigail Pedersen, Planner I  
Olivia Dias, Current Planning Manager  
Michelle Ambrosek, Recorder  
Megan Smith, Administrative Analyst

Hearings Officer Gary Darnielle called the meeting to order at 5:30 p.m. and explained the procedures of the night's hearings. City of Salem staff members present were Abigail Pedersen, Planner I; Olivia Dias, Current Planning Manager; Michelle Ambrosek, Recorder and Megan Smith, Administrative Analyst

**1. CONDITIONAL USE CASE NO. CU26-01 FOR 2494 CRESTBROOK DR NW**

**CU26-01 for 2494 Crestbrook Dr NW**

**Request:** A Conditional Use Permit for a short-term rental for an existing four-bedroom home located on a property zoned RS (Single Family Residential) and located 2494 Crestbrook Drive NW (Tax Lot Number: 073W20BD / 2400).

The Hearings Officer explained the hearing procedures for the case. No objection to jurisdiction was raised and the public hearing was opened at 5:38 p.m.

Case Manager Abigail Pedersen entered the staff report, all attachments, the presentation, and comments submitted into the record and proceeded with the presentation.

**RECOMMENDATION:**

Based on the facts and findings contained in this staff report, staff recommends that the Hearings Officer **APPROVE** the requested Conditional Use to allow a Short-Term Rental within an existing four-bedroom, single-family dwelling located at 2494 Crestbrook Drive NW, subject to the following conditions of approval:

- Condition 1:** The maximum number of guests in the Short-Term Rental shall not exceed eight persons. For purposes of this condition of approval, children under 12 years of age do not count towards the maximum number of guests.
- Condition 2:** The Short-Term Rental shall be rented to only one group of guests at a time. Bookings of the rental by more than one group of guests at any given time is prohibited.
- Condition 3:** Use of the Short-Term Rental shall be limited to the provision of lodging. Activities other than lodging, such as events, parties, gatherings, luncheons, banquets, weddings, meetings, fundraising, or commercial or advertising activities are prohibited.

**Condition 4:** Use of the Short-Term Rental that generates noise beyond the property shall be limited to hours between 10pm to 8am.

**Condition 5:** Four bicycle parking spaces shall be provided for the Short-Term Rental use and shall be developed in conformance with the applicable bicycle parking development standards included under SRC 806.060.

At this time the Hearings Officer had questions for Staff.

**PERSONS TESTIFYING:**

Applicant Representative: Chantha Phothirath

At this time the Hearings Officer had questions for the Applicant Representative

Neighborhood Association: Steve Anderson, Land Use Chair, West Salem NA

At this time the Hearings Officer had questions for the West Salem Neighborhood Association Land Use Chair

Neighbor: Corryn Horsey

At this time the Hearings Officer had questions for neighbor

Neighbor: Trina Horsey

At this time the Hearings Officer had no questions for neighbor

Support: None.

Opposed: None.

At this time the Hearings Officer had additional questions for staff.

Rebuttal from Applicant Representative: Chantha Phothirath

The applicant provided final verbal testimony

The Hearings Officer had additional questions for Applicant Representative

The Hearings Officer had additional questions for Staff

The Hearings Officer left the record open for at least 7 days (February 18, 2026, 5:00pm) in order to submit additional materials. The record will remain open for another 7 days (February 25, 2026, 5:00pm) for anyone to provide rebuttal information. It will be left open an additional 7 days (March 4, 2026, 5:00pm) for final written rebuttal from the applicant.

With no further questions or testimony to present, the Hearings Officer closed the public hearing at 6:25 p.m.

The meeting ended at 6:40 P.M.

*Prepared by: Michelle Ambrosek February 12, 2026*

*Approved: Lisa Anderson-Ogilvie February 13, 2026*

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