

1. 2:00 P.M. Agenda

Documents:

[2021-01-19 Planning Commission Work Session Agenda.pdf](#)

2. Meeting Materials

Documents:

[2020 Planning Goals JGD .Pdf](#)
[2021 Planning Goals - JGD.pdf](#)
[Jan 2020 - Questions For Shannon .Pdf](#)
[Planning Priorities-Helen 3-2020.Pdf](#)
[Planning Priorities - JGD 3-2020.Pdf](#)



CITY OF YACHATS
PLANNING COMMISSION MEETING
Yachats OR
Tuesday, January 19, 2021 at 2:00 pm
Public Meeting via ZOOM Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/83497503951?pwd=Z0xLaC94S1ZGVUVIbi9hcHhqdkIKZz09>

Meeting ID: 834 9750 3951

Passcode: 653649

One tap mobile

+12532158782,,83497503951#,,,,*653649# US (Tacoma)

+13462487799,,83497503951#,,,,*653649# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 834 9750 3951

Passcode: 653649

Find your local number: <https://us02web.zoom.us/u/kdP8Xn9yZ>

WORK SESSION AGENDA

- I. Planning Commission Goals
- II. Other Business
 - A. From the Commission
 - B. From Staff

Commission meets the third Tuesday of each month.

This meeting is open to the public and all interested persons are invited to attend the ZOOM Meetings. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. The minutes of this meeting is the Audio Tape which will added to the packet after the meeting within 24 hours. In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541- 547-3565 or Oregon Relay 1- 800-735-2900 (TDD) two days in advance. Posted 01/12/2021

January 17, 2020

Jacqueline Danos

To: Helen Anderson, Chair, Yachats Planning Commission
Yachats Planning Commissioners

Cc: Dave Mattison, City Planner
Shannon Beaucaire, City Manager

Re: 2020 Planning Commission Goals

The first priority of the Planning Commission has already been decided which is updating the City Municipal Lighting Ordinance. The response from the community has been positive and seems to be very supportive of this work. I believe this is a great start to our year.

For 2020, the Planning Commission, much like many other City commissions, needs to review what role it is play in how Yachats develops. It is my understanding that planning is a lot more comprehensive than how it has been viewed in Yachats. The next few decades will bring many changes and challenges to not only Yachats but to the larger region in which it is an integral part. Creating a comprehensive view of how to address these coming challenges, from water sustainability, to housing needs, to economic development, will make the difference between allowing growth to dictate to Yachats what happens or Yachats planning for that growth in a sustainable, resilient manner that supports the progressive, welcoming, and environmentally conscious community Yachats is known to be.

The next step could be to bring our municipal code and comprehensive plan into balance with one another. At the moment the comprehensive plan has statements within it that our code does not support thereby making some of the desires mentioned in the plan unenforceable. Understanding that a full review and revision of the comprehensive plan is a huge project to undertake I propose the following knowing that this is a larger proposal than simply a 2020 goal.

1. Work with the City Council to create the required, Goal #1 of the Department of Land and Conservation and Development (DLCDD), a Community Involvement Committee. This committee would function not only under the auspices of the planning commission but would become the connective tissue between the City Council and all of the City commissions. Representative(s) of the Citizen Involvement Committee would sit at all of the commission and council meetings and help each commission understand what the other commissions are working on thereby developing a better way of working with each other and the City Council. They would not be voting members of the commissions, simply liaisons between the community, council, and commissions. They would then hold their own meetings just as any other city committee is required to do.
2. Have each of the planning commissioners review a section of the comprehensive plan along side of the section of municipal code covering that section of the comprehensive plan and write up a summary of where they work well together and where updates need to be made. Based on those summaries develop a plan of action.
3. Work with Hui Rodomsky, South Coast Regional Representative at the Department of Land Conservation, to help the Planning Commission map out a plan moving forward.

This work dovetails directly into revisioning the future of Yachats.

Housing is a growing issue everywhere. How do we as a community maintain equitability so that the people who work in our restaurants, hotels, city offices, can afford to live in Yachats or at least an easy commute to work? That is a local, as well as a regional, planning issue. Working cooperatively with the larger region is imperative. Making sure there is a variety of housing for a variety of housing needs creates a much more vibrant and creative community into the future.

Maintaining and creating a healthy, inclusive, and economically strong community is all part of the planning process. How businesses grow, how people move from place to place, where and they live, how they come together in public spaces, where our water resources come from and how we make sure we continue to have water, are all planning related.

All of this amounts to a much longer view than a list of direct attainable goals for 2020. Yachats has a lot on its plate moving forward, some of which have been growing in the background for years. How the City approaches these challenges and prepares for the coming economic and environmental changes is vitally important. Having a professional City Manager is a great start. Having a strong forward thinking Planning Commission working with the City Manager and fellow commissions is invaluable. Planning and putting into place parameters for working within the changes coming is one of the most important ways to make sure Yachats maintains the qualities we have all come to love and expect while becoming a more resilient place.

Understanding that the Commission is limited in terms of how much it can cover within one year the following are my (JGD) 2021 Planning goals that given the time constraints would remain goals into the next year if needed. I believe that a greater use of the of the City Planner for writing ordinances and code would alleviate some of the time crunch that the Planning Commission is now under. Given the expertise and experience of a trained planner a lot of the legal & technical wording problems encountered, and which take up so much of the commissions time, could be avoided thus saving time for other priorities. An excellent example of this has been the update to the Comprehensive Plan Hazard Mitigation sections.

1. Buildable Lands Inventory.

This is taken from the attachments to the Comp Plan:

Vacant Lots In 2008 there were numerous vacant buildings sites that more than satisfy estimated growth over the next twenty years. As growth occurs, the city should consider conducting a buildable lands inventory to assure the city is able to accommodate growth over a 20-year period and is therefore consistent with statewide goals.

Oregon State Goal 14 Urbanization states the following: To provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities. Statewide goals and statutes also state that a local government will demonstrate that its comprehensive plan provides sufficient buildable lands within the urban growth boundary established pursuant to statewide planning goals to accommodate estimated housing needs for 20 years. Cities must continue to keep adequate supplies of lands available and suitable for residential uses and continue to provide services to those buildable lands.

2. Revisit ADUs.

Due to COVID communities around the world are seeing an increase in multigenerational living. One way of creating the needed additional housing and space allowing for families to join together would be to revisit the previous denial of allowing ADUs here in Yachats. Another aspect of COVID is the increase in distance work. Allowing ADUs to be added to homes/properties would give homeowners the ability to add a small home office which potentially could increase the value of the housing stock.

3. Public Involvement Committee

Planning is a broad term and in Yachats planning is handled through a disconnected set of commissions which makes actual citywide planning & the dissemination of planning information and the receiving of public input difficult. The term "City Planning" encompasses everything from building codes, comprehensive plans, municipal codes, streets & public spaces, and economic development to name some of what "planning" covers. Currently there is no clear communication between each of the commissions and committees. A Public Involvement Committee, part of Goal 1 of the Oregon Land Use guidelines, could function as the connective tissue between the Mayor, Council, Commissions and the public. Because the requirement falls under Land Use Planning the development and oversight of the committee could fall under the auspices of the

Planning Commission much like the Trails Committee falls under the Parks & Commons Commission.

4. Lighting Ordinance

The Commission has written an ordinance based on lengthy discussions. Perhaps it is now time for the city planner to write the ordinance, based on legal precedents and in language using available Model Codes, which would follow the desires expressed in the final document but that will meet the required language. Once the ordinance has been re-written to this standard the commission can do a final review of the ordinance to make sure it adheres to the desires expressed by the Planning Commission.

5. Parking

Finalize the parking count including how the available parking is actually used during different times, review the various research and data available related to parking, review the current parking mandates to see how they have been implemented and if they can be revised based on all of the information gathered.

6. Housing, Zoning & revising the Yachats Zoning Map

In conjunction with the need for a buildable lands survey the current municipal code allowing single family housing to be built on any and all lots deserves, in my opinion, to be revisited. The State of Oregon has made changes to zoning relating to housing for medium and large cities, and even though Yachats does not fall under the requirements the lack of available housing for a mixed income population is extremely difficult to find here and needs to be addressed. Not only does this need affect individuals and families looking to relocate to Yachats but the lack of housing choice is hindering businesses in finding and holding employees. This includes the City of Yachats itself. Currently the mix of housing choice is extremely limited creating an imbalance of opportunity for a wider range of people to be able to live in Yachats. Losing properties that could have multiple types of housing built on them to single family homes cuts into the state mandate of having adequate land available for expected population growth over the next 20 years. A discussion is worth having around removing the ability to build single family homes on any lot zoned R2-R4, C1. If that discussion is considered too extreme for this commission perhaps a discussion of mandating that any new single-family home must meet the setbacks and lot coverage requirements based on usage rather than on the zoning of the lot that the home is built on. This would keep homes within a footprint that would allow future owners flexibility of use, i.e. ADUs, while keeping a consistency of appearance within the community.

During these discussions the issue of permeable vs impermeable lot coverage should be included. As seen during the Hazard Mitigation discussions issues around a lack of permeability are needed.

The current work being done by Justin Petersen and COG to update the Zoning Map is integral to all of this.

7. Trees

There has been mention in the past about Yachats implementing a tree ordinance. One of the beauties of Yachats is the fact that it sits between the ocean and the forest. Our

treed lots add a sense of calm, place, and beauty that is rare. Cities with trees also get the economic and environmental benefits associated with trees. They hold soil in place, clean the air, help mitigate winds all at no cost to the city. A review of other city's tree ordinances might be beneficial as would a discussion, perhaps with View the Future or another environmental organization, about the possibility of purchasing treed lots throughout the city, some of which could be made into trailways or pocket parks.

8. Architectural guidelines & height Allowances

Views are integral to many people who buy or build homes here. Currently the City of Yachats has a standard 30' height allowance throughout the community. The only places where home height is limited is in HOAs. Some of the existing HOAs are decades old with no real oversight or management of them. Perhaps, as was discussed in the comprehensive plan, architectural guidelines such as a Form Based Code, could be looked into and the height allowance issue would be a part of that review.

January 20, 2020

To: Helen Anderson, Chair, Yachats Planning Commission

From: Jacqueline Danos, Planning Commissioner

Cc: Shannon Beaucaire, Yachats City Manager

Re: Admin Policy 6, code enforcement, interactions with City Planner and the larger relationship the Planning Commission has with OWCOG

Planning meeting January 21, 2020

First, I apologize that I am not there and thank you for holding this informational session.

Interactions with City Planner:

1. Can commissioners ask questions of, get information from, and make requests to do work directly of the City Planner pertaining to issues that are coming before the commission directly?
2. Can commissioners directly speak with and/or email with the City Planner regarding ongoing issues?
3. Does every communication need to go through the Chair and if so why?

Relationship with WOCOG:

It is my understanding that the City of Yachats has a contract with the Western Oregon Council of Governments for different levels of assistance and cooperation.

1. Can a breakdown of what the City has included within the contract for assistance to the planning commission be given to the Planning Commission so that we can discuss what kinds of assistance we can directly get from WOCOG?
2. Is there a person at WOCOG who is our direct contact and if so how are our interactions with them to be handled?
3. Can commissioners ever contact them directly with questions and is that always billed hourly?
4. If the Commission has other areas of interest, such as what is listed below, can we get an estimate of what the costs would be so that the Planning Commission can put a budget together?
 - A. A review of our municipal code to make sure it is up to date in general and with our comprehensive plan specifically.
 - B. How can we revise our municipal code as well as permit and SDC fee structures to strengthen water conservation measures through both incentives and code.
 - C. A review of our current zoning map and how we might revise it for our current growth and needs.
 - D. Help in developing a revised 20 year plan. Some examples of work needed:
 - Citizen Survey
 - Visioning program(s)

- Needs assessments for housing, parking, transportation
- Walk score assessment
- Energy and water audits
- Economic visioning beyond tourism

Code Enforcement:

1. Does the City Planner handle any of the code enforcement any more? If so what areas are defined as Code Enforcement officer jurisdiction and what are City Planner jurisdiction?
2. When construction, whether new or remodels are being done within the City who checks on the progress to make sure that Yachats specific code, for example lot coverage percentages and set backs, are being followed so that where these are not being done it can be stopped before final construction is done? Is that a City Planner or Code Enforcement job?

DATE: March 19, 2019
TO: Planning Commission
FROM: Helen Anderson
RE: Planning Priorities

Below is a list of topics that have been proposed for the Planning Commission to address. The topics are in no particular order. We need to set priorities for our agenda in covering these issues. Feel free to bring in other issues.

1. Lighting Ordinance
2. Building on Steep Slopes
3. Fences, Hedges, and Walls
4. Building Heights
5. Water Conservation Incentives
6. Accessory Dwelling Units
7. Architectural Standards
8. Code Audit
9. Other Topics

March 19, 2019 - Work Session Notes - JGD

Planning Priorities:

1. **Lighting Ordinance:** I recommend the we start by reviewing the Model Light Ordinance that was developed by the Dark Skies Initiative. I also recommend we use the website for information regarding LEDs, information for municipalities, and a glossary of terms. Yachats might not be an official “Dark Sky” city but I believe it is a city that leans in that direction already.

The ordinance is available here:

http://darksky.org/wp-content/uploads/2015/06/MLO_FINAL_June2011.pdf

2. **Building on Steep Slopes:**
From the Yachats Comprehensive Plan - Goal E. Protection from Natural Hazards and Disasters: Through regulation of the location and type of development, *the City shall work to protect life and property from natural disasters and hazards, such as landslides, fires, tsunamis and flooding.* The City recognizes that with the reduction of wildland fuels, we move closer to achieving the goal of all structures surviving an on-coming fire. The City regulates activities in known areas of natural hazards *and limits development that may affect the integrity of steep slopes* or impact fire hazards.

In 2010 the East Hillside Local Improvement District was created.

- Where did this go?
- Was there specific geologic engineering done?
- Why are some lots removed from the required funding?
- What impact does this have or could it have on any future regulations the Planning Commission creates?

Given that the Comp Plan incorporates the risks associated with building on steep slopes that might be a good place to start. An inventory of currently available lots located on steep slopes should be created and marked as needing extensive geo-physical testing and measuring before any homes or developments can be built.

- What are our limitations regarding existing lot sales and the ability of owners to build on them?
- Is there existing mapping that shows all available lots as well as any already built on steep slopes within the City?
- Do we have an engineer of record for any previous codes or ordinances developed?
- Does the County have an engineer we could work with to develop stricter code around slopes?
- Does lot size matter and does percentage of development play a part in slope hazards?

3. **Fences, Hedges, and Walls:** Did the clear vision standards make a difference here?
Are we looking at definitions only?

4. **Building Heights:** Currently the City has a height limit of 30 feet.
There are pockets of neighborhoods where there are lower height restrictions such as within HOA developments. A review needs to be done, preferably using mapping, that can show where we have possible height issues regarding views, especially on the west side of town. HOAs are not necessarily the savior because if they are old, such as on Spring Hill, a new owner can challenge the CC&Rs and since most of the original developers or buyers are no longer part of the development there is a good chance that people will win their challenges.

My recommendation, as a starting point of discussion, would be that along the commercial zone on Highway 101 the current height allowance remain for commercial or mixed use. For all residential development, located within any zone, west of 101 there should be a maximum allowance of 16 feet (?) and in other residential areas a maximum 20 feet (?). This would help maintain not only views but the aesthetic village feel of this community.

Along these same lines I believe we could look into incentivising smaller homes over larger ones. The incentives could be based on energy use, sustainability issues, and water conservation (number of showers/bathrooms, etc.) and could possibly be tied to permitting fees or SDCs.

5. **Water Conservation Incentives:**

6. **Accessory Dwelling Units:** More and more communities struggling with housing issues are mandating that municipalities allow ADUs. If parameters are placed on their development ie: size, architectural, vehicular limits, water & energy conservation measures, etc. ADUs can be beneficial to localities.

One area that might become out of our control depending on what happens at the state level are vacation rentals. ADUs must be for either personal homeowner use or as long term rentals only. If the state moves forward with not allowing municipalities to control vacation rentals then in my opinion Yachats, since it is not currently mandated to allow ADUs, mandates no ADUs allowed without a special circumstance.

7. **Architectural Standards:** Start by familiarizing ourselves with Form Based Codes. Each off us should drive around town and review where we are in terms of existing architecture.

8. **Code Audit**

9. Other Topics

Definitions:

Add mural because we already have one done that almost no one was aware was being done and we should regulate them as we develop architectural standards.

Add Foot-candle because that is the usual measurement used for lighting and we will be working on our lighting ordinance next.