

1. 3:00 P.M. Agenda

Documents:

[2021-01-19 Planning Commission Regular Meeting Agenda.pdf](#)

2. Meeting Materials

Documents:

[January Planner Report.pdf](#)  
[TGM\\_Parkingoptions\\_12.17.20.Pdf](#)



CITY OF YACHATS  
PLANNING COMMISSION MEETING  
Yachats OR  
Tuesday, January 19, 2021, 2020 at 2:00 pm  
Public Meeting via ZOOM Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/83497503951?pwd=Z0xLaC94S1ZGVUVlbi9hcHhqdklKZz09>

Meeting ID: 834 9750 3951

Passcode: 653649

One tap mobile

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+1 346 248 7799 US (Houston)

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**Regular Meeting**

- I. Call to Order
- II. Announcements and Correspondence
- III. Citizen's Concerns
- VI. New Business
  - A.
  - B.
- VII. Old Business
  - A.
  - B.
- VIII. Planner Report
- IX. 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



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## MEMORANDUM

**DATE:** January 6, 2020  
**TO:** City of Yachats  
**FROM:** Justin Peterson, Planner, OCWCOG  
**RE:** **Planner's Report**

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### Summary

The planner received a high number calls and emails from property owners, interested buyers, and other inquires during the first three weeks of December. I spent two full days in Yachats on the week of December 14<sup>th</sup>. The Holiday weeks were slower.

Moving forward, I will be on-site on Tuesday's or work from home. Oregon Cascades West Council of Governments (OCWCOG) is working with Shannon Beaucaire to identify next steps. A contract amendment is being finalized to reduce the number of hours per week. The reduction in hours may come with slower response times and a focus on current planning including day-to-day inquiries.

I will be available to serve as the City Planner until the end of February. At that time I need to shift my focus back to other projects. After that date I can still serve in a supportive role if requested.

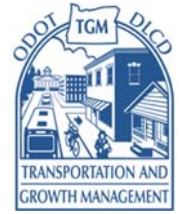
### Building Permits

In December the City of Yachats received two building permit. I spoke to a few property owners that may submit building permits in the next month. Building permits are slower this time of year which is similar to past years. Historically, building permits increase in late February to early March.

Date Received	Type of Permit	Zoning	Address	Status
11/16/2020	Public Works Building	P-F	500 West 7th (14-12-27 AC TL 5800)	Pending
11/18/2020	Non-structural partition in garage and new window	R-2	442 Ocean View Drive (14-12-27-DA TL 4800)	Approved 12/8/2020

### Projects

- Staff had a meeting with DLCD's Laura Buhl in December discuss Parking. DLCD Staff put together a memo about potential options.
- Planning will support the Inventory work, and mapping by the Planning Commission of Parking locations within the central business district of Yachats.
- The City Manager and Planner plan to meet to review next steps forward for GIS Mapping – to more effectively map and track, Zoning and Lots within Yachats.
- Planning continues to work with Planning Commission and City Council on the Lighting and Hazard Ordinances.



To: Justin Peterson, Yachats City Planner  
From: Evan Manvel and Laura Buhl, Oregon Transportation & Growth Management Program  
Date: December 17, 2020  
Re: Options for parking study

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The Oregon [Transportation and Growth Management Program](#) (TGM) works to use land use and transportation tools to ensure Oregonians have transportation choices including walking, biking, and transit. It is a joint program of the Oregon Department of Land Conservation and Development and ODOT.

One significant impact on an area's walkability is how it manages automobile parking. Parking is a large user of land. Excess parking can push land uses apart, making it harder and less pleasant to get around without a car. Excessive parking code requirements can also hinder commercial and mixed-use development. By managing parking well, these problems can be alleviated.

TGM has developed [several publications on parking management](#). However, the preferred approach is to engage in city-specific discussions and data, getting community buy-in on parking reform.

We understand Yachats has concerns about parking supply and management, particularly in its core commercial area and during events.

To address that, TGM could support either:

**1. A consultant-run community parking workshop, with a follow-up basic report summarizing the discussion and providing recommendations**

TGM has sponsored parking workshops in various communities (including small population cities, such as Banks and Cascade Locks). In these projects, a consultant gathers basic information about a city's parking code and parking challenges, develops a workshop, and leads community members through that workshop (usually 90 minutes to 2 hours), where participants talk through problem identification, options for addressing them, and the various trade-offs with managing parking. The consultant then develops a report, summarizing the discussion and making recommendations for next steps, possibly including changes in the city's development code.

**2. Parking inventory, utilization study, and management recommendations/plan.**

This project includes most of the above (parking workshop), but takes longer, and includes an inventory of parking and utilization study, noting exactly where and when parking supply is full, rather than relying in anecdotal data. The final product is a management plan and, potentially, zoning code amendments.

Please advise us on which option you would prefer. We are also available to answer questions if you would like more detail on either of the two options.

Contact Information:

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<b>TGM Code Assistance</b>
Laura Buhl laura.buhl@state.or.us (971) 375-3552