

1. 2:00 P.M. Agenda

Documents:

[2023-02-14 Planning Commission Work Session Agenda.pdf](#)

2. Meeting Material

Documents:

[Ltr Supporting Pkg Waiver Extension.pdf](#)

[Parking Plan Draft Matrix.pdf](#)

[PC Downtown Parking Proposal.pdf](#)

[2020-138 RES Outdoor Seating Expansion Draft.pdf](#)

[2020-151 RES Outdoor Seating Extension Draft.pdf](#)

[2021-171 RES Outdoor Seating Expansion Extension.pdf](#)

[2022-198 RES Outdoor Seating Expansion Extension.pdf](#)



CITY OF YACHATS
PLANNING COMMISSION WORK SESSION
Tuesday, February 14, 2023, at 10:00 am
441 Hwy 101 N., Commons Civic Meeting Room 1
Yachats, OR 97498
To Be Held In-Person & Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/85827094803>

Meeting ID: 858 2709 4803

One tap mobile

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Work Session

- I. COVID-related off-street parking waiver letter review
- II. 2022 Parking Management Plan for City Center Discussion

This meeting is open to the public, and all interested persons are invited to attend meetings in person or Zoom. 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 are 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 2/9/23 By: Kimmie Jackson, Deputy City Recorder

DRAFT

February __, 2023

To: Mayor Craig Berdie and City Council Members
Heide Lambert, City Manager

From: John Theilacker, Chair
Yachats Planning Commission

Re: City of Yachats Resolution No. 2022-198; A Resolution Amending Resolution No. 2021-171 dated 3/17/21 Outdoor Seating Expansion

Cc: Katherine Guenther, City Planner

At its January 17, 2023, regular meeting, the Yachats Planning Commission learned from discussions with its City Planner that the City Council will soon be reviewing the possible extension, or termination, of the waiver allowed to restaurants during the COVID pandemic to extend outdoor seating by utilizing up to four (4) off-street parking spaces.

Should the Council desire prior to making its decision on the waiver renewal, the Planning Commission and City Planner could explore the advantages and possible ramifications of an extended off-street parking waiver and offer our recommendations to the City Manager and Council. As you may be aware, a Yachats Parking Management Plan for City Center, which contains several different avenues toward better parking management of the downtown area, has only recently been completed by the Planning Commission's consultant. The off-street parking waiver was discussed during the development of this Parking Management Plan. The Plan's recommendations are being more carefully evaluated by our Commission, and we also intend to seek the input of the Public Works & Streets Commission. Upon conclusion of that effort, we plan to present our two Commissions' findings and recommendations to City Council for discussion. However, our Commission could pursue the off-street parking waiver question more immediately and offer its input to the City Manager and Council at an upcoming meeting.

Activity	Category	Priority	Cost	Benefit	Responsible Party	Timeline for Completion
<ul style="list-style-type: none"> • Hwy 101 sign for north and south-bound traffic calling out public parking, and EV charging station, at City Hall and the Commons, and RV parking on 4th Street; • Ocean View Drive sign for south-bound traffic calling out public parking, including RV parking, on 4th Street and at rear of Commons; • RV parking (parallel or curbside) sign along 4th Street; • “No parking” sign and pavement markings at east side of Beach Street, just north of Ocean View Drive. 	Signage	High	Low	High	PW&S	< 3 months
<ul style="list-style-type: none"> • East side of Hwy 101 between Yachats River Road and Prospect; • East side of Hwy 101 between Prospect and 2nd Street; • Unstriped portion of City Hall, particularly ramp exiting drive thru area; • North and south sides of 4th Street; • East and west sides of Pontiac Street between 3rd and 4th Streets; • West side of Beach Street from 1st Street/north side of 1st Street, to PO driveways. • Upon acquisition of Ocean View Drive, eliminate 5 perpendicular (head-in) spaces at intersection of Ocean View Drive and Highway 101 	Striping	High	Low	Medium-High	PW&S	6-12 months
<ul style="list-style-type: none"> • Create public parking area maps and distribute to Chamber, businesses, City Hall, and on-line; 	Public Information	High	Low	Medium-High	City	< 3 months

Activity	Category	Priority	Cost	Benefit	Responsible Party	Timeline for Completion
<ul style="list-style-type: none"> Research and acquire state or federal grants to solicit bids from consultants to prepare Yachats Wayfinding and Branding Plan, and City-wide traffic circulation plan; implement plan recommendations; 	Planning	Medium	Medium	High	City	< 3 years
<ul style="list-style-type: none"> Temporary traffic-calming measures for 4th Street; 	Street Improvements	Medium	Low	High	PC and PW&S	6-12 months
<ul style="list-style-type: none"> Begin dialogue with State Parks regarding striping of State Park lot for autos, trucks, RVs; 	Planning	High	Low	High	City	< 3 months
<ul style="list-style-type: none"> Decide between three available options for expiring Covid off-street parking waiver: <ul style="list-style-type: none"> 1) Require business to meet existing off-street parking requirements; 2) Amend off-street parking minimums so all Yachats businesses utilizing Covid waivers are in compliance; or 3) Develop off-street parking credit program to allow business to attain compliance without impacting their business and financially supporting future city parking initiatives/programs. 	Planning	High	Low	High	PC	< 3 months
<ul style="list-style-type: none"> Time-limiting (ex., 2-hour) parking signs in strategic locations (i.e., east 2nd Street, Beach Street, Prospect, etc.); No overnight parking signs at strategic locations (4th Street, Commons, City Hall, etc.); One-way only traffic signs at 5th Street (ingress) to 6th Street (egress). 	Signage	High	Medium-Low	High	PW&S	12-18 months
<ul style="list-style-type: none"> Permanent traffic calming measures installed on 4th Street; 	Street Improvements	High	Medium	High	PC and PW&S	< 3 years

Activity	Category	Priority	Cost	Benefit	Responsible Party	Timeline for Completion
<ul style="list-style-type: none"> Extend pavement on both sides of 4th Street west of wetlands park trailhead and Pontiac Street; 						
<ul style="list-style-type: none"> Consider community parking requirements and incorporate striped parking in La De Da Lane improvement and Park Master Plan design; 	Planning	High	Medium	Medium	City	12-18 months
<ul style="list-style-type: none"> Identify and acquire land in the downtown core to serve as a city-owned public parking lot. 	Capital Improvement Project	Low	High	High	City	< 5 years

DRAFT

MEMORANDUM

TO: Planning Commission
City Planner

FROM: John Theilacker, Planning Commission Chair

DATE: February 9, 2023

RE: 2022 Yachats Parking Management Plan for City Center –
A Suggested Course of Action

The Planning Commission and City Planner wish to formally present the results of the 2022 Yachats Parking Management Plan for City Center to the Mayor, Council, and City Manager. This presentation will include conveying recommendations from the Plan which are intended to help improve the City's current parking availability, traffic circulation, and non-motorized transportation facilities. Before presenting the Plan, the Commission felt it would be helpful to prioritize its recommendations for implementation. The Commission also suggested seeking the input of the Public Works & Streets Commission on several of the Plan's recommendations. PW&S should be helpful in determining what's feasible, what can be done within the current budget, and what's manageable within a certain period of time.

To facilitate our February work session discussion, I am proposing we work from the attached matrix. I've listed a number of the recommendations from the Parking Management Plan, grouped them by category (ex., signage, striping, planning, etc.), and included other columns: priority, cost, benefit, responsible party, and timeline for completion. The responses in the sample (draft) matrix under these columns are my own, but I would prefer that we discuss these activities and collectively assign priority, cost, benefit, responsible party, and estimated timeline for completion. Referring to Figure 7. of the Parking Plan is also helpful.

Some questions that came to mind when developing this matrix include:

- Will on-street parking space design and painting on Hwy 101 require ODOT approval and installation?
- As Commissioner Bloch recommends, are there some City-owned streets where on-street parking space markings should be avoided? Reasons to avoid include possible property owner opposition, and impacts to "rural/small town" aesthetic appearance of existing street. Examples include east and west 2nd Streets, west 3rd Street, west side of Beach Street, Pontiac Street between 2nd and 3rd Streets and 3rd and 4th Streets.
- Which of these recommendations should be forwarded to Public Works & Streets for their input (re. feasibility, scheduling, budgeting)?
- Which Commission:
 - decides on the type of parking spaces (perpendicular/head-in; diagonal; parallel/curb-side) to be delineated?

- which side of the street (or both) for on-street parking delineation?
 - the materials for delineation for City-owned streets?
 - whether to remove the organic layer covering the pavement, or whether to extend the pavement?
- Who's responsible for coordination with Chamber, State Parks, etc.?



**CITY OF YACHATS RESOLUTION NO. 2020-138
A RESOLUTION OF THE CITY OF YACHATS, OREGON REGARDING
OUTDOOR SEATING EXPANSION**

WHEREAS, the program has been established in response to the COVID-19 crisis. The program provides opportunity for restaurants and retail businesses to use private parking spaces in proximity to structures which they are located for the purpose of providing outdoor seating, queuing or shopping areas.

WHEREAS, the program allows for a temporary exemption from the parking minimums listed in Yachats Municipal Code (YMC) 9.48,

WHEREAS, a business may use private parking spaces in front of an adjacent business with consent from the neighboring business owner,

WHEREAS, restaurants and retail businesses may use parking spaces along the frontage of their existing business location on private property; not including ADA spaces,

WHEREAS, a maximum of four (4) parking spaces may be used under this program,

WHEREAS, if serving alcohol business owners must hold a valid liquor license and shall provide the City a signed copy of the license issued to them by the Oregon Liquor Control Commission (OLCC) if requested,

WHEREAS, the outdoor area and all things placed thereon shall at all times be maintained in a clean, safe, and orderly condition. Table umbrellas may be used and shall be placed and adequately weighted to ensure that they remain safely in place,

WHEREAS, the business owner shall delineate the perimeter of outdoor area. The barricade may be made of wood, metal, planter pots, rope or other similar materials. The outdoor area shall meet ADA passage standards,

WHEREAS, this program is temporary and shall end on September 30th, 2020, unless extended,

NOW THEREFORE, the City Council of the City of Yachats, Oregon, resolves by Council to:

- Allow private parking spaces in proximity to structures for the purpose of providing outdoor seating, queuing or shopping areas,
- The program shall end on September 30th, 2020,

This Resolution memorializes action taken by the Council on July 15, 2020 and is effective as of that date.

Shannon Beaucaire, City Manager

CITY OF YACHATS

By: _____
W. John Moore, Chair



**CITY OF YACHATS RESOLUTION NO. 2020-151
A RESOLUTION OF THE CITY OF YACHATS, OREGON REGARDING
OUTDOOR SEATING EXTENSION**

WHEREAS, the program has been established in response to the COVID-19 crisis. The program provides opportunity for restaurants and retail businesses to use private parking spaces in proximity to structures which they are located for the purpose of providing outdoor seating, queuing or shopping areas.

WHEREAS, the program allows for a temporary exemption from the parking minimums listed in Yachats Municipal Code (YMC) 9.48,

WHEREAS, a business may use private parking spaces in front of an adjacent business with consent from the neighboring business owner,

WHEREAS, restaurants and retail businesses may use parking spaces along the frontage of their existing business location on private property; not including ADA spaces,

WHEREAS, a maximum of four (4) parking spaces may be used under this program,

WHEREAS, if serving alcohol business owners must hold a valid liquor license and shall provide the City a signed copy of the license issued to them by the Oregon Liquor Control Commission (OLCC) if requested,

WHEREAS, the outdoor area and all things placed thereon shall at all times be maintained in a clean, safe, and orderly condition. Table umbrellas may be used and shall be placed and adequately weighted to ensure that they remain safely in place,

WHEREAS, the business owner shall delineate the perimeter of outdoor area. The barricade may be made of wood, metal, planter pots, rope or other similar materials. The outdoor area shall meet ADA passage standards,

WHEREAS, this program continues to be useful during the COVID-19 public health crisis,

NOW THEREFORE, the City Council of the City of Yachats, Oregon, resolves by Council to:

- Allow private parking spaces in proximity to structures for the purpose of providing outdoor seating, queuing or shopping areas, and
- Extend the program through December 31, 2020,

This Resolution memorializes action taken by the Council on September 23, 2020 and is effective as of that date.

Shannon Beaucaire, City Manager

By:

W. John Moore, Chair

CITY OF YACHATS



CITY OF YACHATS RESOLUTION NO. 2021-171
A RESOLUTION OF THE CITY OF YACHATS, OREGON REGARDING
OUTDOOR SEATING EXPANSION

WHEREAS, the program has been established in response to the COVID-19 crisis. The program provides opportunity for restaurants and retail businesses to use private parking spaces in proximity to structures which they are located for the purpose of providing outdoor seating, queuing or shopping areas.

WHEREAS, the program allows for a temporary exemption from the parking minimums listed in Yachats Municipal Code (YMC) 9.48,

WHEREAS, a business may use private parking spaces in front of an adjacent business with consent from the neighboring business owner,

WHEREAS, restaurants and retail businesses may use parking spaces along the frontage of their existing business location on private property; not including ADA spaces,

WHEREAS, a maximum of four (4) parking spaces may be used under this program,

WHEREAS, if serving alcohol business owners must hold a valid liquor license and shall provide the City a signed copy of the license issued to them by the Oregon Liquor Control Commission (OLCC) if requested,

WHEREAS, the outdoor area and all things placed thereon shall at all times be maintained in a clean, safe, and orderly condition. Table umbrellas may be used and shall be placed and adequately weighted to ensure that they remain safely in place,

WHEREAS, the business owner shall delineate the perimeter of outdoor area. The barricade may be made of wood, metal, planter pots, rope or other similar materials. The outdoor area shall meet ADA passage standards,

WHEREAS, this program will continue while the city is under a state of emergency due to the Covid-19 pandemic.

NOW THEREFORE, the City Council of the City of Yachats, Oregon, resolves to:

- Allow private parking spaces in proximity to structures for the purpose of providing outdoor seating, queuing or shopping areas.

This Resolution memorializes action taken by the Council on March 17, 2021 and is effective as of that date.

Leslie Vaaler, Mayor

Shannon Beaucaire
Shannon Beaucaire, City Manager



**CITY OF YACHATS RESOLUTION NO. 2022-198
A RESOLUTION AMENDING RESOLUTION NO. 2021-171 dated 3/17/21
OUTDOOR SEATING EXPANSION**

WHEREAS, the program had been established in response to the COVID-19 crisis. The program provided opportunity for restaurants and retail businesses to use private parking spaces in proximity to structures which they are located for the purpose of providing outdoor seating, queuing, or shopping areas; and

WHEREAS, the program allows for a temporary exemption from the parking minimums listed in Yachats Municipal Code (YMC) 9.48; and

WHEREAS, a business may use private parking spaces in front of an adjacent business with consent from the neighboring business owner; and

WHEREAS, restaurants and retail businesses may use parking spaces along the frontage of their existing business location on private property; not including ADA spaces; and

WHEREAS, a maximum of four (4) parking spaces may be used under this program; and

WHEREAS, if serving alcohol business owners must hold a valid liquor license and shall provide the City a signed copy of the license issued to them by the Oregon Liquor Control Commission (OLCC) if requested; and

WHEREAS, the outdoor area and all things placed thereon shall at all times be maintained in a clean, safe, and orderly condition. Table umbrellas may be used and shall be placed with adequately weighted to ensure that they remain safely in place; and

WHEREAS, the business owner shall delineate the perimeter of outdoor area. The barricade may be made of wood, metal, planter pots, rope, or other similar materials. The outdoor area shall meet ADA passage standards; and

WHEREAS, this program will continue to extend previous Resolution 2021-171 dated March 17, 2021, to be extended to February 28, 2023, and directing staff to publicize to businesses with the reminder of the maximum of 4 spaces.

NOW THEREFORE, the City Council of the City of Yachats resolves this Resolution memorializes action taken by the Council on the 1st day of September 2022, and is effective as of this date.

CITY OF YACHATS

ATTESTED BY:



Leslie Vaaler, Mayor

Heide Lambert, City Manager