

1. 2:00 P.M. Agenda

Documents:

[2023-02-21 Planning Commission Agenda.pdf](#)

2. Meeting Material

Documents:

[2023-01-10 Planning WS Summary .Pdf](#)

[2023-01-17 Planning Summary.pdf](#)



CITY OF YACHATS  
PLANNING COMMISSION MEETING  
Tuesday, February 21, 2023, at 2:00 pm  
To Be Held Via Zoom & In Person Located at:  
Commons Bldg., Civic Meeting Room 1  
441 Hwy 101 N., Yachats OR 97498

Join Zoom Meeting

<https://us02web.zoom.us/j/88553805590>

Meeting ID: 885 5380 5590

One tap mobile

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**Regular Meeting**

- I. Meeting Called to Order
- II. Announcements, and Correspondence
- III. Citizens' Concerns (limited to items not on the agenda, 5-minute limitation per person)
- IV. Current Business
  - a. Local Wetland Inventory Status
  - b. Housing Implementation Plan Update
  - c. City Center Parking Management Plan Recommendations
- VI. New Business
  - a. Outdoor Seating Expansion Recommendations to Council
  - b. 2023 Planning Commission Goals and Projects
  - c. Budget Considerations for Proposed 2023-2024 City Budget
- VII. Reports (Provide written reports)
  - a. Planners Report
  - b. January Meeting Summaries
- VIII. Other Business
  - a. From Commission
  - b. From Staff

This meeting is open to the public and all interested persons are invited to attend the meeting In-Person and 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 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 02/15/23 By: Kimmie Jackson, Deputy City Recorder

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**CITY OF YACHATS  
PLANNING COMMISSION WORK SESSION  
SUMMARY MEETING INUTES  
January 10, 2023**

Guests/Audience: 8

1. (0:14) CALL TO ORDER AND ROLL CALL at 10:02AM: John Theilacker, Vice-Chair, Jacqueline Danos, Julie Bailey, Loren Dickinson, Tod Davies. Absent: Lance Bloch. STAFF: Kimmie Jackson, Deputy City Recorder, Katherine Guenther, Planner, and Holly Hamilton, CIP Coordinator.
2. (1:10) Title 9 Definition Changes: Identified terms and prioritized definitions on the attached work product. Planning Commission has decided to review further before resubmitting to Council.
3. (57:50) Commission discussed the goals and when they are supposed to be submitted to Council which is referenced in the Planning Handbook that it should be prepared in January whereas other Commissions state theirs are due in November. The Commission has an existing list that was compiled back in April 2022 and will revisit the list.
4. (1:11:55) The Commission discussed the lighting comments from Resident Stott made at the January 5<sup>th</sup> Council Meeting and no decisions were made and noted the Code Enforcement is aware of the concerns. The Commissions consensus is the need to put out lighting information for citizens to understanding the ordinances surrounding lights and give examples of what people can do.

Vice-Chair Theilacker adjourned the Work Session 11:29 am.

Prepared by Kimmie Jackson January 11, 2023

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**CITY OF YACHATS  
PLANNING COMMISSION REGULAR MEETING  
SUMMARY MEETING INUTES  
JANUARY 17, 2023**

Guest: 10

1. (0:12) Meeting called to order by Chair Lance Bloch at 3:00pm.; John Theilacker, Jacqueline Danos, Julie Bailey, Loren Dickinson, and Tod Davies. STAFF: Kimmie Jackson, Deputy City Recorder, Katherine Guenther, Planner & Assist. City Manager
2. (1:16) Announcement/Correspondence: Commissioner Danos stated there is an upcoming grant for Solar Kiosk Energy Resilience from the Department of Energy and was forwarded to Parks & Commons and Emergency Preparedness, that she will be pursuing and submitting as a private citizen to see how the process and procedures work and will report back to the Commission. No matching requirements are needed from the City.
3. (6:14) Citizens Concerns: None
4. (6:40) Chair Bloch called for changing the order of the agenda to move the Elections of Chairs ahead of Current Business.
5. (7:25) Elect Chair: A Nomination was made to appoint John Theilacker for Chair and after a unanimous vote, the Ayes have it.
- 6.
7. (10:51) Elect Co-Chair: A Nomination was made to appoint Loren Dickinson as Vice Chair. Loren declined. A second nomination was made to appoint Jacqueline Danos for Co-Chair and after unanimous vote, the Ayes have it.
8. (13:30) Fences, Hedges and Walls refined: recommended language to amend YMC Titles 5 and 9 from Commission Members was reviewed and discussed per Council direction. Commission unanimously agreed to accept a revised draft presented by Chair Theilacker and recommend its adoption by Council. Chair Theilacker will update and forward to the Planner and Planner will check with DCLD if they need to review, and then forward to Council.
9. (33:55) Parking Recommendation specifics: The Commission individually reviewed the final City Center Parking Management Plan (2022) as homework and four submitted comments. Those comments were briefly discussed, and it was decided that a single document merging the individually prepared comments would be prepared and discussed by the Planning Commission at its February Work Session. For example, the PC will prepare a street-by-street list for parking

1 space striping and signage. Upon the Commission's preparation of  
2 recommendations to forward to Council, the Commission would like input on  
3 those recommendations from Public Works & Streets Commission.  
4

5 10.(53:41) Covid related parking waiver is expiring February 28<sup>th</sup> and is a Council  
6 decision. However, the current use of off-street parking by some businesses for  
7 outdoor seating discussed in the Parking Study. A Council decision to restore the  
8 off-street parking requirement is likely. This Commission would like to give some  
9 information to Council to take into consideration from the Parking Study.  
10 Depending on the timing of a Council action, the Commission may drafting a  
11 letter to Council.  
12

13 11.(1:13:36) Change meeting time discussion: A Motion made to start the regular  
14 meetings at 2:00pm on the third Tuesday of each month, and after the vote was  
15 called, all were in favor and the Ayes have it. The Planning Commission's  
16 monthly work sessions will continue to start at 10:00am on the second Tuesday  
17 of each month.  
18

19 12.(1:15:48) Planner Report: Reported no building activity in the last month. City  
20 Planner sent the signed agreement to Pacific Habitat Services, and they will now  
21 start remaining work to complete the City's Local Wetlands Inventory. The PC  
22 and City Planner will prepare an explanation to the community of what the  
23 adopted Inventory means to the residents and property owners of Yachats and  
24 its value as a land use and natural resource planning tool. The Commission will  
25 discuss at a future work session on how it will be used. There may be a need for  
26 a Public Hearing next month possibly on a Variance request; the Planner will  
27 advise if it moves forward.  
28

29 13.(1:25:22) Commissioner Danos raised two concerns regarding code  
30 enforcement: One or more trees which appeared to fall within King Street right of  
31 way were cut by a property owner without City permission, and several vacant  
32 lots at the corner of 9<sup>th</sup> Street and Highway 101 were left unsightly, have standing  
33 trash, and soils were left exposed to erosion. City Planner suggested to  
34 Commissioner Danos that she should put a request through Request Tracker for  
35 the Code Enforcement Officer to investigate The Planner reported that one of the  
36 disturbed lots is waiting on a back-ordered manufactured home and advised to  
37 request information on the other two on Request Tracker.  
38

39 14.(1:32:21) December Meeting Summaries: Attached to the online packet.  
40

41 15.(1:31:41) Other Business: It was reported that the Mayor is in favor of a  
42 presentation of goals from Commissions and will have that ready for the  
43 February meeting to review. Goals drafted by Chair Theilacker and

1 Commissioner Danos are posted for this meeting and will be discussed at the  
2 next Work Session along with goals submitted by other members.

3  
4 16. (1:4:40) Announced the need for one more Commissioner to apply and to get the  
5 word out.

6  
7 Chair Theilacker adjourned the Regular Commission meeting adjourned at 4:41pm.  
8 Prepared by Kimmie Jackson January17, 2023