

1. 10:00 A.M. Agenda

Documents:

[2023-03-14 Planning Commission Work Session Agenda.pdf](#)

2. Meeting Material

Documents:

[2023 PC Goals - Recommendations.final.pdf](#)
[Council Goals Memo.jt.pdf](#)

Our village is a place where natural resources are valued and protected, where diversity is celebrated, and where a vibrant economy and sense of community pride create and recreate a living spirit. Yachats cares not just for its citizens' basic needs but also supports them in their efforts to excel mentally, physically, artistically, and spiritually. It is a community with an enduring sense of itself.



**CITY OF YACHATS
PLANNING COMMISSION WORK SESSION
Tuesday, March 14, 2023, at 10:00 am
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/85827094803>

Meeting ID: 858 2709 4803

One tap mobile

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Work Session

I. Mayor and Council 2023 Goals Discussion

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 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 03/13/2023 By: Kimmie Jackson, Deputy City Recorder

Planning Commission Goals and Recommendations – February 21, 2023

Goals for 2023:

Several projects were started in 2022 which the Planning Commission will be continuing its work on. Those projects are:

- 1. Fences, Walls, and Hedges Amendment to Title 9, Yachats Municipal Code (YMC)**
This work was forwarded to the City Council in January; estimated to come before Council for adoption in April, 2023.
- 2. Local Wetlands Inventory (LWI) Completion/Adoption**
Consultant wrapping up final draft, then sending to DSL for certification.
- 3. City Center Parking Management Plan**
Final report with recommendations received from the consultants, Studio Davis. Recommendations for action, with support of the Public Works and Street Commission, should be ready to be forwarded to City Council by May 2023.
- 4. Housing Studies**
The first phase of the housing work that the Planning Commission has undertaken was finalized with the receipt from the consultants, Cascadia Partners, of the Housing Needs Analysis (HNA) Final Report. Phase Two of the process, the Housing Implementation Plan (HIP) has begun as of January. The timeline for completion of this second phase is June 2023, at which time recommendations will be forwarded to the City Council for consideration/adoption.
Second phase to include:
 - a. Proposed amendments to the City’s Comprehensive Plan related to Housing goals, policies and actions;
 - b. Proposed amendments to City Zoning map and Title 9 of the Yachats Municipal Code (YMC) enhancing opportunities for development of a mix of housing options including but not limited to affordable housing;
 - c. Proposed non-regulatory tools and practices.
- 5. Minor Amendments to Title 9, YMC**
New terms and definitions, and related zoning provisions, identified by the Planning Commission as “immediate priority” should be ready to be forwarded to the City Council by May-June 2023 for consideration/adoption.

Upcoming work/projects that the Planning Commission recommends that the City Council consider are as follows:

- 1. Comprehensive Plan Audit**
The Planning Commission recommends a review of the sections in the Yachats Comprehensive Plan that have not had a review in the past several years.
 - a. Goals **A**-Protection of Natural Resources, **B**-Protection of Estuarine Resources, **C**-Protection of Shoreline Resources, **E**-Protection from Natural Hazards and Disasters, and **L**-Beaches have been updated but not incorporated into the Yachats Comprehensive Plan as of February 2023. The **DRAFT** language dated July 30, 2020 was adopted by the City Council in

February, 2021 (see Ord. 367). The official Yachats Comprehensive Plan on the City’s website should incorporate these changes and reflect amendments through 2021. The Yachats Municipal Code has been updated to reflect the revised Comprehensive Plan for the Goals mentioned.

- b. In June 2023, with the completion of the work being conducted on housing, Cascadia Partners will submit for consideration and approval the language needed for the update to the **Goal J** – Meeting Housing Needs. The build-out analysis conducted for the HNA and all GIS mapping produced for the HNA and HIP should be made part of the Comprehensive Plan appendices.
- c. In June the Planning Commission will report to the City Council on needed updates to the Comprehensive Plan not already addressed. This recommendation will include possible funding opportunities for any needed technical planning assistance, depending on the extent of identified revisions.

2. Demolition and Grading Amendment to Title 9, YMC

Consideration of amendments to Title 9 to address the demolition of structures and improve regulation of land disturbance for construction purposes. If the City Council deems it worthy of review, recommendations would be provided to City Council no later than December 2023.

3. Structure and Project Development:

- a. Integration between the Planning Commission and the other commissions and committees.
 - Discuss the possibility of quarterly meetings.
 - Joint development of projects and submission of project application form
 - Monthly chair roundtable updates
- b. Citizen Involvement in Land Use Planning

Citizen involvement is part of the responsibility of the Planning Commission. Both the Parking and Housing Studies were good examples of better citizen participation. How can the Planning Commission grow that participation?

- City website use:
 - Planning Commission documents folder to the best advantage
 - Landing page
 - Citizen input page
- Facebook
- Surveys and casual meetings

4. Other Projects of Interest to Council

Budgetary implications:

1. GIS mapping software, hardware, and education of staff or outside consultant.
 - a. There are free courses online available such as through Coursera.
 - b. Software through QGIS, a free and open-source GIS online platform.
 - c. Software – ARCGIS Pro would be approx. \$765/year for the subscription service
 - d. ESRI Training -
2. Consultant fees and grant writing for specific projects
 - a. It seems that as of February 2023 an outside consultant, Forage Design+Planning has been contracted for grant writing and public engagement.

3. Legal fees – in connection with ordinance and code review.
4. Conference and training attendance, including webinars, for Planning Commissioners and staff.

MEMORANDUM

TO: Yachats Planning Commissioners
City Planner Katherine Guenther

FROM: John Theilacker, Planning Commission Chair

DATE: March 10, 2023

RE: 2023 Mayor and Council Goals Assignment

On March 2nd, the Mayor and City Council established six goals for 2023. Those goals are:

- To achieve water sustainability.
- To deliver efficient, effective, transparent municipal services.
- To provide safe access to and use of city infrastructure, trails, parks.
- To be environmentally responsible in all that we do.
- To effectively manage and plan for the city's financial needs.
- To synchronize and update city policies and administrative rules.

The Mayor and Council then asked each of their appointed Commissions and City staff to propose projects or programs that could be carried out this year that not only correspond to these goals, but when completed, can serve as measurable objectives. The Mayor and Council asked that the Commissions conduct this effort in March and offer their projects or ideas for consideration by the Mayor and Council in April.

Our Planning Commission established its goals and/or projects for 2023 at the February work session and regular meeting. I am asking for our Commission to use our March work session to review our goals in light of the subsequent Mayor and Council goals, and report to the Mayor and Council how they align with, and will help them achieve their goals. We may even suggest a new goal for Mayor and Council consideration if such goal would show better alignment with the work we are doing. For example, our extensive work last year and this year to improve our City's housing situation will ultimately result in recommendations for Mayor and Council implementation in 2023. The Mayor and City Council are awaiting the results of our work – specifically the Housing Implementation Plan. Yet none of the above-listed goals neatly capture this housing objective.

Attachments: Planning Commission Goals and Recommendations – February 21, 2023