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City of Yachats
PLANNING COMMISSION
Work Session and Meeting Summary
May 17, 2022

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PRESENT: Julie Bailey, Lance Bloch, Chair, Jacqueline Danos, Loren Dickinson, Christine Orchard, John Theilacker, Co-chair, Katherine Guenther, City Planner, Neal Morphis, Tod Davies, John Ayer

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WORK SESSION

I. PARKING WORKSHOP REPORT

(2:25) Dickinson indicated much has happened. The kickoff meeting went well and determined the next step is; a “stakeholder’s meeting” which pertains to anyone who might have an interest in this parking study. It is by invitation to those who might provide information for the parking study. It is an information gathering meeting, not a public meeting. The meeting is slated for the 25th of this month with members of DLCD and ODOT and the invitees will be asked a concise list of questions designed by DLCD and this will provide additional information for the parking study. Dickinson went on to explain further what the meeting would consist of. He was happy to say that the photoshop and JPEG file of the parking count done in 2020 was located and that needs to be updated. “Interviews” will be in-person at the Commons and will include a walk around town. To be interviewed are Robert Anthony (Luna Sea), Linda Hetzler (The Drift Inn), Nathan Bernard (Yachats Brewing), Laura from C&K and representing the rest of that complex, Bill & Valerie (Antique Virgin) and David Lothrop (Underground Pub).

(12:28) Orchard indicated they also asked Topper’s and Beach Street Kitchen, but they declined.

(13:09) Danos asked if one of the questions would pertain to outdoor seating that started due to Covid. Dickinson indicated that is addressed and still is an issue as most restaurants now have more seating and less parking. Danos continued by indicating there would be a vote soon about parking mandates for metropolitan areas in Oregon, she will forward the article/information to Dickinson.

II. BOARDWALK PROJECT REPORT

(16:09) Dickinson advised that City Council did approve the project and McClung will begin negotiations with Civil West to complete a full engineering workup as well as soil investigations and Geotech. The timeline for this project changes every time another aspect is completed. The timeline has already been extended so that the City can take advantage of some grants that are available.

(17:53) Bloch asked for clarification; he said it looked to him like the engineering of the project is included in the 2022-2023 budget and

1 construction will be in the next fiscal year. Dickinson said that was his
2 understanding.

3 (18:28) Theilacker asked where the permit application fits on the timeline and
4 if that will be done within the year. Discussion continued.

5 **III. HOUSING NEEDS ANALYSIS**

6 (23:15) Recap of the meeting with the Cascadia group. Discussion on
7 mapping and how well defined the information was and what things GIS
8 mapping will allow the City to do. The next meeting will be the 25th and that
9 will be the “first run” of what is needed.

10 (31:08) Bloch asked about the project timeline and questioned the buildable
11 land inventory goes to the beginning of June and if it had a “deliverable.”

12 Danos replied that there will be a public meeting between City Council and
13 Planning where all the information will be presented.

14 (32:01) Theilacker asked about housing “stakeholders” in the community,
15 what is the plan to reach out to and include them in the process. Danos
16 replied that she has started writing up a Public Engagement Plan perhaps
17 doing a survey and a presentation at the Presbyterian Church advising people
18 what is happening and how it affects them. She wants to get as much input as
19 possible, she is especially interested in input from people who work here and
20 would like to live here.

21 (34:35) Bailey asked if the water supply is a developmental restraint.

22 Discussion was held on the City providing water to its residents. Guenther
23 indicated that the Master Plan addresses if needs are being budgeted for, etc.
24 Guenther summarized by saying it is a concern, not a constraint. Danos
25 continued the conversation giving examples of water usage and indicated the
26 majority of the water here is used outside.

27 **IV. SMALL, CODE CLARIFYING CHANGES TO TITLE 9**

28 (38:11) Theilacker summarized code problems and referred to the document
29 included in the meeting packet. Guenther discussed the “formatting” of code,
30 making it more user friendly and adding in hyperlinks to make it quicker and
31 easier to navigate through. She went on to discuss the language and
32 definitions of things need to be worked on. Discussion was held regarding
33 grouping items together. Definitions of titles through the code were also
34 discussed. Following state standards was mentioned.

35 (55:37) Discussion ensued on how best to proceed with cross referencing and
36 definitions.

37 **REGULAR MEETING**

38 **I. CALL TO ORDER**

39 Bloch called the regular session to order at 3:03 pm. All six commissioners
40 are present as well as guests and staff.

41 **II. ANNOUNCEMENTS AND CORRESPONDENCE**

42 (1:03:19) Bloch brought up an email from Danos regarding the info from John
43 Ayer included in the code update document. She felt all emails from Ayers
44 and anyone else regarding the Code need to be available to the public. She
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1 felt his public comment should not have been included in the document
2 summarizing the Commission's work.

3 III. CITIZEN CONCERNS

4 (1:06:46) Ayer spoke about correspondence he and many others have sent to
5 the Commission regarding the Agate Point Development. Since a public
6 hearing has not been held, he wanted to know if all previous writings
7 regarding Agate Point will be carried forward when a hearing is actually held.

8 (1:08:31) Guenther responded indicating the Agate Point permit has not been
9 withdrawn, only postponed. She further stated all written documents are
10 safely stored and will be uploaded at the appropriate time. Discussion held
11 regarding keeping the community updated and how and where the
12 documents are stored. Discussion then turned to notifying the Commission
13 ASAP if the requirements were met and if a hearing will proceed in June.

14 (1:15:42) Jody Moine spoke indicating she has already submitted written
15 comments/concerns but has been speaking to a land use attorney and her
16 concern is the work the Commission is doing on the Code and how changing
17 one part may affect another part. Guenther advised that there won't be any
18 changes to the Code "overnight" because it required public notice and public
19 hearings.

20 IV. NEW BUSINESS

21 A. Interview Tod Davies for the Planning Commission

22 (1:18:35) Bloch welcomed Davies and referred to her application included
23 in the meeting packet. She had nothing further to add and advised she
24 would be happy to answer any questions.

25 (1:19:44) Theilacker asked how long Davies had been a Yachats resident
26 and if she would be able to attend in-person meetings twice a month.

27 Davies responded that she's lived here three years and would be able to
28 attend meetings. Theilacker then asked what Davies saw as some
29 strengths and weaknesses of Yachats. Davies discussed what she saw as
30 the strengths. She is currently going through the Water Plan.

31 (1:22:44) Bloch suggested that Davies get the link to look through the
32 Yachats Municipal Code.

33 (1:24:06) Orchard made the motion to **recommend to the City Council**
34 **that they approve Tod Davies as a planning commissioner.**

35 **Vote:** Julie Bailey, yes; Lance Bloch, yes; Jacqueline Danos, yes; Loren
36 Dickinson, yes; Christine Orchard, yes; and John Theilacker, yes. **Motion**
37 **carried unanimously.**

38 V. OLD BUSINESS

39 VI. PLANNER'S REPORT

40 A. Monthly Planner's Report

41 (1:27:57) Guenther advised she included building activity for last couple of
42 months. This will be done monthly as the summer will be busy. She is
43 happy that the parking study and housing studies are being done. She
44 continues to meet with Hui Radomsky every other week and how helpful it
45 is. She reiterated that Radomsky would be happy to do hour long
46 presentations on land use.

B. Adobe Sale and Development Plan

(1:39:34) Theilacker asked Guenther if she had anything to discuss on the Adobe and she advised that she really doesn't know anything more than what has been in the papers. The new owners are working with someone on a proposal for 4.5 acres just north of the Adobe. The property is zoned R4 and there will be a proposal coming through, but they are facing challenges like a numbered archaeological site. She went on to say that it will be a large project. Bloch wanted to be sure the Commission gets information on Land applications as they come in. Discussion continued, including how to educate the community on what Planning can and can't do.

(1:48:24) Orchard questioned the private residences along north end and asked if they were part of the property. Guenther responded that those were rentals for as long as she could remember but they were included in the sale of the additional property.

(1:50:02) Ayer interjected it would be conducive for the Commission to notify the Adobe and any other properties that might have a small subdivision in mind about the housing and parking studies being undertaken and how those could help them determine how to proceed. He also stated that a conceptual review could be done for this project. Guenther advised that all conversations need to be under a public forum and stressed that care needed to be taken.

(1:54:24) Danos questioned the status of code enforcement. Guenther referred that question to the City Manager.

C. Fences, Hedges and Walls Status

(1:31:04) Guenther said progress is being made of the first Code amendment. It is on its way to DLCDD with the language approved by the Commission, possibly looking at a public hearing in July.

She went on to discuss what is involved in notice for public hearings and that is being worked on. Bloch indicated he researched it and found the document in the packet from August 17th, the last time it was discussed. Bloch went on to describe how the process of changing the Code on this would proceed. Guenther also discussed how this differs from a regular hearing as it effects many instead of just one or two landowners.

VII. OTHER BUSINESS

A. From the Commission

(1:58:45) Bloch brought up the conversation from the last meeting regarding meeting more than once a month and whether work session should be separated out from regular session in certain cases. Bloch would like to separate the two sessions out if there is a public hearing. He went on the discuss how that would take place. Discussion held on the merits of having two meetings, one for a work session and the other for public hearings. Discussion held regarding meeting packets and setting agendas, etc.

(2:09:58) Danos moved that **the Planning Commission alter their meeting schedule, leaving the 3 pm public hearings on the third**

1 **Tuesday of the month and moving the work session to 2 pm on the**
2 **second Tuesday of the month commencing in June.**

3 Discussion was held regarding holding two zoom meetings at once and
4 alternative days to have the work session. Guenther advised running two
5 meetings at a time would not be an issue.

6 **Vote:** Julie Bailey, yes; Lance Bloch, yes; Jacqueline Danos, yes; Loren
7 Dickinson, yes; Christine Orchard, yes; and John Theilacker, yes. **Motion**
8 **carried unanimously.** The work session will take place on June 14th at 2
9 pm and the regular session with public hearings will be June 21st at 3 pm.

10 **B. From the Staff**

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12 Meeting adjourned at 4:21 pm.

13 Transcribed by Contractor, L.F. Barrett, June 1, 2022