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**CITY OF YACHATS
PLANNING COMMISSION REGULAR MEETING
SUMMARY MEETING INUTES
OCTOBER 18, 2022**

- 6 1. (0:13) CALL TO ORDER AND ROLL CALL at 3:00pm: Lance Bloch, Chair, John
7 Theilacker, Jacqueline Danos, Julie Bailey, Loren Dickinson, Tod Davies, and
8 Christine Orchard
9 STAFF: Kimmie Jackson, Deputy City Recorder, Katherine Guenther, Planner
10 (0:57) ANNOUNCEMENTS AND CORRESPONDENCE: The Volunteer
11 Confidentiality Form was sent out in error.
12 Theilacker would like to move items on the agenda:
13 **(5:35) Motion made by Theilacker to move the Old Business, Planner**
14 **Report section ahead of Title 9 item:**
15 **Aye: Bailey, Davies, Orchard, Danos, Dickinson, Theilacker and Bloch**
16 **Nay: None**
- 17 2. (8:32) HOUSING NEEDS ASSESSMENT: Danos said on Nov. 3rd. that she and
18 Theilacker will be having the final project management team meeting with the
19 housing consultants and DLCD, get final report, and have a Q & A. Had 124
20 people respond to the survey. Also, Danos attended a Housing Seminar
21 sponsored by the League of Oregon Cities (LOC) in Lincoln City, and Guenther
22 attended as well. Included a discussion of the “Un-Housed,” and Danos and
23 Guenther received some sample codes including on camping and how to word
24 the code. Mayor Valor should have gotten an email from LOC asking to get on
25 board and push for major housing assistance funding from the State.
26 Dickinson mentioned the 2022 North Coast Housing Summit on Dec. 6, 2022, on
27 behalf of Tillamook County Commissioner Erin Skaar, held at Seaside
28 Convention Center, 8:30-3p.
- 29 3. (13:05) PARKING: Loren Dickinson stated that the joint Council/Planning
30 Commission parking study public meeting was successful; the parking consultant
31 is completing the report, including answering questions online that he could not
32 get to in the public meeting. Once completed, the Planning Commission will
33 receive the final draft parking study to review and discuss, and ultimately will be
34 forwarding study recommendations along to City Council for possible action.
35 Theilacker said some of the study recommendations such as encouraging
36 parking in front of residential uses in the downtown might be controversial, and
37 the recommendation of a wayfinding plan could benefit from added professional
38 planning expertise. Danos sees the downtown as commercial, not residential,
39 and therefore appropriate for on-street parking, and thinks the recommended
40 circulation plan can be done by this or other consultants if we look for grants.
41 Bailey suggested the placement of public parking directional signs at either end
42 of 101 near the town core.

- 1 4. (23:25) BOARDWALK: Loren Dickinson stated the detailed report is attached to
2 the packet. Even though authorized by City Council, the consultant contract for
3 engineering work for final design was halted by the City Manager, no one on the
4 Trails team was informed of this action, and the City missed several grant
5 opportunities that would have helped to fund the project. Joanne Kittel is now
6 trying to stay on top of the grants and how to fund and move the boardwalk
7 project forward. Guenther stated the City needs to get the four property
8 easements released before Lincoln County can transfer ownership of Ocean
9 View Drive to the City. Dickinson said that once the road is owned by the city, the
10 five parking spaces near the intersection of Ocean View Drive and Highway 101
11 can be removed. ODOT may have a bigger pedestrian safety project involving
12 both south and north of the Highway 101 bridge and is in talks with the city.
13 Danos suggested that the area of decommissioned parking spaces could be
14 used for bicycle parking. She also stated a concern that the city has not had
15 public meetings to obtain community input regarding the boardwalk project.
16 Guenther stated that ODOT often undertakes projects without public input, but in
17 the case of the boardwalk, public input would be obtained through the Public
18 Works & Streets Commission, not the Planning Commission. Dickinson stated
19 this has had public comments and input meetings when presented to the Council.
20 Orchard said it has been brought to the city and it was in the city newsletter on
21 the stages of the project.
- 22 5. (42:19) WETLANDS SURVEY STATUS: Guenther has been reviewing the list of
23 wetland actions taken since the 2011 Local Wetland Inventory was drafted,
24 forwarded by the Department of State Lands. The list is extensive, and Guenther
25 said the city only needs to look at the ones within City limits; she found some
26 others that are not on the list. Guenther suggested that Theilacker set up a time
27 in early November to meet with the City's wetlands consultant so that she can
28 have a deadline to work toward. Theilacker volunteered to come to City Hall and
29 work on the property file search with Guenther.
- 30 6. (46:10) PLANNER MONTHLY REPORT: Katherine Guenther, Planner's report
31 attached, it includes building activity for the year that were submitted to date. The
32 County has a lack of staffing to process building permits in a timely manner.
33 Quinton Smith asked Guenther about on-going construction activity on the lots on
34 9th & 101. Guenther stated that the clearing is not part of building permit; the city
35 does not have a demolition permit for removal of the mobile home. Guenther
36 stated that such structures often have asbestos and other hazardous materials,
37 but that the dumpsters containing that material were already approved by Dahl
38 for removal. Theilacker stated that Mayorial candidate Ann Stott said over the
39 weekend that the city could soon have a code enforcement person hired;
40 Guenther stated the City Manager is moving in that direction. Discussion
41 continued regarding the code enforcement officer and the relationship should be
42 with the planner.

1 7. (1:03:51) TITLE 9 DEFINITIONS REVIEW: Draft work product attached to
2 packet, and also includes a City of Bend example of Building Height
3 Measurement. Theilacker stated Planning Commission taking a close look at
4 Title 9 of City code, feels these are band aid fixes, or those that need some
5 urgent attention; changes will be recommended to Council for consideration. The
6 work product document dated 10/14/22 lists items to still be addressed. The
7 definitions: hotel and motel, and height of buildings will be reviewed and there
8 are newly proposed definitions outlined in this document. Theilacker asked
9 Danos to explain why she felt individual definitions for hotel, motel, resort, inn,
10 and hostel were more appropriate than a combined definition for hotel/motel.
11 Danos stated it was important to outline each type of building and have specific
12 definitions for each, and they need to be clear. See document for proposed
13 language. Substantial discussion ensued on the merits of individually defined
14 terms versus a simpler combined term definition by all Commissioners. The final
15 PC consensus was to shorten the individual definitions for hotel, motel, inn,
16 hostel, and resort, and keep them separate. Dickinson noted that accessory
17 commercial uses for hotels, motels, resorts, etc. still needs to be looked into.
18 Theilacker presented some proposed text changes to the definition for dwelling,
19 vacation rental. His concern is having more than five individual vacation rentals
20 on a single lot or parcel in the R-3, or R-4 Districts, essentially constituting a hotel
21 or motel. Guenther stated that this may be more of a business license issue in
22 Title 4. Theilacker said the PC's goal was trying to add a vacation rental use to
23 the zoning but needed a definition of what a vacation rental dwelling is. Council
24 works on Title 4 and Planning Commission works on Title 9, and the need to
25 concentrate on Title 9, and have Title 4 point to Title 9, without the standards
26 being duplicated. The business part of it stays in 4 and the zoning standards can
27 be placed in Title 9; maybe just cross referencing would be appropriate.
28 Guenther will ask DLCDC planner Hui Rodomsky her opinion on whether the
29 Planning Commission can limit the number of individual vacation rentals through
30 zoning. Discussion of definition for Building height will be postponed to the
31 November work session. Definitions for porches and the Building Height
32 Measurements will be on the next work session, as time did not permit to finish
33 discussion.

34 8. (1:48:16) MINUTE SUMMARY MEETING OF SEPTEMBER 20, 2022,
35 INFORMATIONAL ONLY

36 9. OTHER BUSINESS – None

37 10. Staff – None

38
39 Bloch adjourned the Regular Commission meeting adjourned at 4:51pm. November 8th
40 is the next Planning Commission Work Session.

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42 Prepared by Kimmie Jackson