

1 **YACHATS PLANNING COMMISSION**

2 April 17, 2018

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4 **Draft Minutes**

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6 Chair Helen Anderson called the April 17, 2018 meeting of the Yachats Planning Commission to  
7 order at 3:06 pm in the Room 1 of the Yachats Commons. Members present: Ron Urban, Helen  
8 Anderson, Ginny Hafner, Mary Ellen O’Shaughnessey, and James Kerti. Absent: Shelly Shrock  
9 and Christine Orchard. Staff present: City Planner Larry Lewis. Audience: 0.

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11 **I. Announcements and Correspondence - none**

12  
13 **II. Minutes**

14 **A. March 20, 2018 Work Session Meeting**

15 Page 1, Line 26: “Several Commissioners thought the language about having window  
16 signs on the interior building included as part of the maximum allowable façade” should  
17 read “Several Commissioners thought the language about window signs on the interior  
18 being part of the maximum allowable façade was unclear.”

19 Page 2, Lines 29-30: delete the clause, “equivalent to a sheet of plywood.”

20 Page 2, Line 46: “into high winds” should be “in high winds.”

21 Page 2, Lines 45-47: delete the sentence, “Commissioners did not believe a criterion for  
22 removing banners during high winds as an owner would be motivated to not have their  
23 sign damaged in high winds and the regulation would be hard to enforce.”

24 Page 2, Lines 39-40: delete “Commissioners could not find a reference on this issue in the  
25 minutes.”

26 Page 1, Line 50: “a the roof” should be “the roof”

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28 Commissioner O’Shaughnessey moved to approve the March 20, 2018 Planning Commission work  
29 session minutes as amended: Aye - 5; No – 0.

30  
31 **March 20, 2018 Work Session**

32 Page 1, Line 47: “criteria are very hard to me” should read, “criteria are very hard to meet”

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34 Hafner moved to approve the March 20, 2018 Planning Commission work session minutes as  
35 amended: Aye 5; No – 0.

36  
37 Hafner asked that meeting minutes be included with the meeting packet when it gets distributed.

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39 **III. Citizen’s Concerns - none**

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41 **IV. Planner’s Report**

42 Lewis noted there were requests for two new family dwellings, one on E 3<sup>rd</sup> St and one on Ocean  
43 View Dr, and for building the South Tank. Commissioners questioned why the building permit was  
44 just being issued when building had begun on the site. Lewis noted the contractor had confusion  
45 about whether he needed a conditional use permit versus a building permit from the County.  
46 O’Shaughnessey asked about the consequences on not following the code.

47  
48 Lewis reported the last information he had regarding permits for the Farm Store was that the owner  
49 was consulting an architect about assessing the situation in order to submit proper building  
50 permits.

51  
52 **V. Other Business**

1           **A. From the Commission**

2 Anderson noted the last statement in Title 9 is that any violation of Title was a Class A Civil  
3 Infraction. She noted YMC 1.12 describes Civil Infractions and how the citation and adjudication is  
4 carried out. Lewis asked if the \$1,000 maximum fine in section 1.12.070.A was per day. Anderson  
5 believed the amount was a one-time fine. Anderson noted the Commission could assign differing  
6 fine amounts to different parts of the code.  
7

8 Urban noted the entire code needed to be updated. He referenced a notice from former Manager  
9 Davies that started the process.

10  
11 Commissioners discussed whether fines should be assessed on a per day criteria. Lewis noted a  
12 situation in Depoe Bay where a person was willing to pay a one-time fine and not remedy the  
13 violation. Commissioners agreed they should consider changing to a per day fine structure.  
14 Anderson indicated she would investigate the matter.  
15

16 Anderson stated Julie Rosenfeld is the new Code Enforcement Officer and has office hours on  
17 Wednesday, Thursday, and Friday afternoons.  
18

19 Urban reported he noted in 2.04.030 of the Yachats Code that the term of a Planning  
20 Commissioner is four years, not three as has been practiced in recent years. Anderson indicated  
21 she would discuss the issue with Manager Beaucaire.  
22

23 Hafner clarified the best practices for managing situations where people ask her about issues  
24 being addressed at the Planning Commission.  
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26           **B. From Staff**

27 Lewis noted that other jurisdictions have been allowing accessory dwelling units, and this issue will  
28 likely come before the Commission to address.  
29

30 Anderson adjourned the meeting at 3:42 pm.  
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34 \_\_\_\_\_  
35 Helen Anderson, Chair

\_\_\_\_\_ Date

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37 Minutes prepared by H H Anderson on May 8, 2018.  
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