



City of Yachats

PLANNING COMMISSION

November 19, 2019

Approved Minutes

I. Call to Order

Chair Helen Anderson called the October 22, 2019 meeting of the Yachats Planning Commission to order at 3:02 pm in Room 1 of the Yachats Commons. Members present: Helen Anderson, Jacqueline Danos, Loren Dickinson, Lance Bloch, Mary Ellen O'Shaughnessey, and Doug Conner. Absent: Christine Orchard. Staff present: none. Audience: 1.

II. Announcements and Correspondence - none

III. Minutes

A. September 17, 2019 Work Session

B. September 17, 2019 Regular Meeting

Commissioner Danos moved to approve the September 17, 2019 work session and regular meeting minutes as amended: Aye – 6; No – 0.

IV. Citizen's Concerns - none

V. Public Hearings

Planner Mattison stated he received scaled drawings of Hetzler's parking plans in early September. He indicated Hetzler now wanted to go through the variance process. He stated she needed to get her application in by the 30th. Anderson suggested that Mattison set the deadline for October 29, 2019 when he was in the office and suggested he get the addresses for the Measure 56 notice set up now. Anderson asked Mattison to send the drawings to the Commissioners. Commissioner Danos recalled this meeting was pushed back for a week to enable a discussion of her plans. Mattison explained Hetzler now wanted to go through the variance process. Danos clarified that Hetzler was to provide information on the uses for each building. Mattison stated the uses do not require a variance at this time.

Anderson noted that the Planning Commission could adjust the number parking spaces that the variance was requesting. Mattison clarified that notice had to go out twenty days in advance and the Commission would get a staff report to the Commission seven days in advance.

Anderson reminded Commissioners that they would need to declare site visits as part of the variance meeting.

VI. Business

1 **A. Public Meeting**

2 Commissioner Conner moved to hold a public meeting on November 12, 2019 at 5:00 pm to receive
3 input on potential lighting regulations: Aye – 6; No - 0.

4
5 **B. Commissioner Renewals**

6 Anderson clarified that Commissioners Bloch and Dickinson would be renewing their terms.

7
8 **C. Financial Needs**

9 Anderson explained the Finance Committee was asking Commissions to report their financial needs
10 for the coming year. Conner wanted to include something for a Citizens Involvement Program. He
11 indicated he would send Anderson the information on this program.

12
13 Danos wanted the Commission to support a visioning process conducted by professional planners.
14 She suggested actionable items were not created from previous studies and plans. Conner noted the
15 Citizens Involvement Program required the establishment of a Citizens Committee. Anderson
16 asked if the Commission wanted to take on this responsibility. Bloch noted the Commission
17 already had a long list of items to address.

18
19 Danos suggested an issue like housing should be part of the Planning Commission's work. She
20 suggested professionals could contribute methods for how this could be achieved. Anderson stated
21 the Commission has to review the Comp Plan every two years. She suggested the Commission set
22 their priorities at the time of this review. Anderson indicated she did not see why the Commission
23 needed professional help. Anderson indicated she did not support having people outside of the City
24 determining what the relevant topics were for Yachats. Danos believed having a third-party,
25 unbiased person to set priorities was preferred.

26
27 Danos and Conner suggested Citizens Involvement and visioning for the City go hand-in-hand.
28 Anderson indicated citizens can be involved in the Comp Plan review. Mattison suggested making
29 an outline of the Comp Plan to identify what needed to be done. He suggested the Commission
30 would present ideas to the Council who would then let the Commission know what to focus on.

31
32 Mattison suggested visioning helps to determine how to change the Comp Plan.

33
34 **VII. Planner's Report**

35 Mattison reported there were several permits approved. He did not have an address for the new
36 single-family home. Anderson asked if 348 Highway 101 was for the Farm Store. Mattison
37 indicated this permit was the original one for the Farm Store. Anderson asked if they were going to
38 get a variance for being 38 feet tall. Danos asked what was being remodeled. Mattison explained
39 the remodeling was to come into compliance with State codes. Anderson stated there have been no
40 permits to go beyond the original one-story structure that previously existed. Anderson indicated if
41 this permit was to come into compliance per what the attorney was working with the Farm Store on
42 there was not a problem; however, if this work was for new remodeling, there was a problem. She
43 argued that before they can make additional changes, they need to come into compliance for the
44 construction already done. Mattison indicated he would get clarification on exactly what was being
45 done. Mattison believed the County approved the internal changes to the building. Mattison
46 indicated he was not aware there was a need to get permits for the whole building. Mattison
47 believed this permit was to correct what they were previously needed inspections for.

1 Bloch asked if Mattison had discussed this issue with the City Manager. He noted there have
2 significant arguments over this issue over the past four years, noting the building was once chained.
3 Dickinson stated the issue centered around obtaining a Certificate of Occupancy. Dickinson
4 explained it would be problematic if there were changes beyond what was required to get the
5 Certificate of Occupancy before the certificate was obtained.

6
7 Anderson asked Mattison to find out if the Commission should ask for a variance for the building
8 height. Conner noted the Commission was asking Hetzler to get a retroactive variance for her
9 parking situation.

10
11 Mattison reviewed items in his report. He highlighted at the Coastal Planners Conference in
12 Florence that the DLCD representative suggested the City have more on the wetlands inventory in
13 the Code.

14
15 Mattison provided a list of changes to the code to make it easier to understand. He suggested trees
16 and fences are items that need review. Mattison suggested updating the violation consequences of
17 the code. Anderson suggested that Title 9 does have a stipulation that all violations of Title 9 were
18 Class A Misdemeanors and the issue was more about issuing citations.

19
20 Mattison suggested his ideas could be incorporated into the Commission's work to set goals for the
21 coming year.

22
23 Mattison indicated he would investigate more the wetlands inventory, as the last one for the City
24 was done in 1997. Anderson asked which plan contained the listing of resources such as
25 shorelands. Conner suggested the inventory in the Comp Plan listed the resources. Conner clarified
26 with Mattison that he would get information on what was needed in mitigation plans.

27
28 Commissioners wanted to know what the attachments referenced in the Comp Plan were. Anderson
29 indicated she would look through the old documents on the website to see if those were part of the
30 old website.

31
32 Mattison recommended that the Commission add references to the 804 Trail/Pacific Coastal Trail in
33 the Comp Plan. Danos noted there was grant money available to enhance bike trails.

34 35 **VIII. Other Business**

36 **A. From the Commission - none**

37 **B. From Staff - none**

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39 Anderson adjourned the meeting at 4:01 pm.

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Helen Anderson, Chair

_____ Date

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46 Minutes prepared by H H Anderson on November 25, 2019.