City of Yachats

PLANNING COMMISSION
May 19, 2020

Approved Minutes

I. Call to Order

Chair Helen Anderson called the May 19, 2020 meeting of the Yachats Planning Commission to order at 3:08 pm via Zoom. Members present: Helen Anderson, Loren Dickinson, Lance Bloch, Christine Orchard, Jacqueline Danos. Absent: Doug Conner. Staff present: City Planner Dave Mattison and Deputy Clerk Kimmie Jackson. Also present: COG Planner Justin Peterson. Audience: 4.

II. Announcements and Correspondence - none

III. Minutes

A. February 18, 2020 Work Session and Regular Meeting

Commissioner Danos clarified that there was only one new dwelling in the Planner's Report for February but the report today indicates there were 2. Anderson noted the February report was current up to February 18.

Commissioner Bloch moved to approve the February 18, 2020 Work Session and Regular meeting minutes as presented: Aye – 4; No – 0; Abstain – 1 (Orchard not present).

IV. Citizen's Concerns

Laura asked about the application for the Bed and Breakfast at 453 S Highway 101. Planner Mattison clarified that the application was withdrawn.

V. Public Hearings

A. Bed and Breakfast Case #1-PAR-PC-20 Dale Erlewine and Aubrey Conner

Anderson opened the hearing for case file #1-CU-PC-20 on a lot partition application from Dale Erlewine and Aubrey Conner for tax lot 14-12-23-CC-01500 at 1750 Highway 101 N.

Conflicts: No Commissioner asked to abstain from voting because of possible financial gain, owning property in the notice area, having a direct personal interest, or not being able to be impartial.

Disclosures: Commissioners Danos declared she often uses the driveway.

Case Testimony: No testimony had been received to date. Planner Mattison stated there was no additional testimony.

Process: Anderson explained the procedure for the hearing and for public testimony. She noted that once public testimony is closed, questions to the applicant or a person who gave testimony will require reopening the public testimony portion.

Mattison reviewed the application for a lot partition rezoning filing dates where the applicants are asking to divide a 17,500 square foot lot into two lots, one of approximately 10,000 square feet and the other of approximately 7,500 square feet. He summarized his staff report and identified the relevant sections of the Yachats Municipal Code (YMC) including:

- 9.20.040 R-3 Residential Zone Standards
- 9.56.020 General Requirements and Standards for Partitions
- 9.56.040 Partition Procedure for Dividing Land
- 9.64.020 Street Construction and Design for Private Streets

Mattison noted the driveway would need to extend the 25-foot easement to 30 feet as it serves more than two homes. Mattison reported the applicant meets the requirements in the YMC.

Mattison reviewed the six conditions for approval identified in his report.

Anderson stated that failure to raise an issue during this hearing so that the applicant has the opportunity to respond to the issue precludes the right to appeal the matter to the Land Use Board of Appeals based on that issue.

Anderson opened the public testimony portion of the hearing at 3:21 pm.

Mr. Erlewine stated Mattison covered their intentions. He reported the reason for partitioning was that their tenant on the smaller lot with the manufactured home was interested in purchasing the property.

Danos clarified the east lot of the partition is where the manufactured home is. Commissioner Dickinson clarified that current structures would remain. Commissioner Orchard clarified that the applicants could create the 30-foot easement. Anderson clarified that extending the easement would mean that the setback must be marked from this new 30-foot easement line. Conner reported they have invested $5,000 in upgrading and adding drainage to the easement.

Danos clarified with Erlewine that plans for the west lot might include future development of a single-family home or a duplex home, but is not planned at present.

There was no other public testimony.

Anderson closed the public testimony portion of the hearing 3:31 pm.

Commissioners believed they had the information they needed to deliberate and make a decision.

Danos asked for a correction to a discrepancy between a duplex and a single-family home designation. Danos pointed to page 7 of the staff report where reference is made to a "two-family home". Mattison indicated he would make the correction.

Orchard stated the applicant met or exceeded all code requirements.

Dickinson noted the moving of the easement would make the accessory structure on the west lot have less than 20 feet of setback. Mattison stated it would be a pre-existing structure. Dickinson clarified that the wider easement only required a graveled surface, which had already been created.

Danos recommended that the Planning Commission consider how dividing an R-3 lot increases density. Anderson noted there were minimum lot sizes for an R-3 home. Mattison noted both lots were only big enough to have duplexes. Anderson added that regardless of the lot side, the required parking remains the same.

Orchard moved to approve application of case #1-PAR-PC-20 to divide tax lot 14-12-23-CC-01500 into two parcels with the correction on page 7 of the report as noted above and the addition of five feet added to the easement: Aye -5; No – 0.

Anderson asked the City Planner to prepare the findings for her signature.

Anderson closed the public hearing at 3:44 pm.

VI. Business

A. Parking Counts

Anderson explained that the City had wanted to conduct a parking study and the Planning Commission having agreed that it would be appropriate to get a general parking count before contracting to do a study. She reported she identified regions in the Commercial zone and heavily used areas using Google maps. Anderson noted she still needs to identify all of the parking restrictions, such as areas for clear sight from an intersection and space from a driveway.

Bloch wanted clarification as to why this work was being proposed and how a count would identify whether there was or was not enough parking. Anderson stated she was going to get square footage estimates of the retail stores and businesses to estimate an aggregate need for total parking. Orchard noted that street parking did not count toward required parking. Anderson asserted that street parking might be used in new parking regulations. Bloch and Orchard noted there could be issues with off-street parking being restricted. Danos added that off-street parking could become public parking when businesses are closed.

Dickinson praised this effort as the assessment needed to start somewhere. Danos added that this information is needed in planning what the City should look like.

Anderson indicated she and Planner Peterson would finalize the rules for counting spaces and distributed packets to Commissioners.

Peterson and Danos reported they were looking into expanding restaurant seating by using parking and/or closing portions of streets so the restaurants could increase seating capacity and maintain safe spacing.

VII. Planner's Report

Mattison reported there had been 15 applications for new single-family homes in 2020. He summarized other information in his report. Danos asked Mattison to provide a year-to-date summary of permits for the next meeting.

Mattison stated there was a discussion in progress regarding the old Landmark property. Anderson noted the property has lost all of its grandfathers and must adhere to the 25-foot setback from the bluff.

Mattison highlighted that there will be a joint work session with the City Council on June 4, 2020 (or 5th) on the hazard mitigation Comprehensive Plan and code updates.

Commissioners discussion of the conditional use for a Bed and Breakfast at 610 Lemwick Lane. Mattison clarified that the conditional use remains in place regardless of property ownership for one year.

VIII. Other Business

A. From the Commission - none

B. From Staff - none

Anderson adjourned the meeting at 4:11 pm.

_____ _____

Helen Anderson, Chair Date

Minutes prepared by H H Anderson on June 12, 2020.