

1. 2:00 P.M. Agenda

Documents:

[2022-04-19 Planning Commission Agenda.pdf](#)

2. 2:00 P.M. Meeting Materials

Documents:

[Julie Bailey - City Of Yachats Volunteer Agreement.pdf](#)
[2021 Summary Of Building Activity.pdf](#)
[CIC.pdf](#)
[City-Led Engagement Toolkit Final.pdf](#)
[Jac CODE CHANGES.pdf](#)
[Loren YMC-Revisions-PROPOSED.pdf](#)
[Section 9.68.060 Recreational Vehicles DRAFT JGD.pdf](#)
[Yachats HNA_HIP - PE Plan.pdf](#)
[YMC-Revisions-COMPOSITE.pdf](#)
[YMC Title 9 - JT Comments.pdf](#)
[Meeting Summary 1.18.22 Planning.pdf](#)
[2.15.22 Planning Meeting Summary.pdf](#)
[Meeting Summary 2022-03-15 Planning Commission.pdf](#)
[Lattig-Carver Narrative.pdf](#)
[Lattig-Carver Plat.pdf](#)
[Quiet Water Design Review.pdf](#)
[Lattig-Carver Aerial.pdf](#)
[Lattig-Carver Lot Consolidation.pdf](#)
[Lattig-Carver Staff Report.pdf](#)



CITY OF YACHATS
PLANNING COMMISSION MEETING
Yachats OR
Tuesday April 19, 2022, at 2:00 pm
Public Meeting via ZOOM Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/88553805590>

Meeting ID: 885 5380 5590

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Work Session

- I. Parking workshop report – Loren
- II. Housing needs assessment update – Jacqueline
- III. Small, code clarifying changes to Title 9

Regular Meeting
(Immediately to Follow Work Session)

- IV. Call to Order
- V. Public Hearing for variance request affecting Quiet Water property on Combs Circle.
- VI. Announcements and Correspondence:

This meeting is open to the public and all interested persons are invited to attend the ZOOM Meetings. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. The minutes of this meeting is the Audio Tape which will added to the packet after the meeting within 24 hours. In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541- 547-3565 or Oregon Relay 1- 800-735-2900 (TDD) two days in advance.



- VII. Citizen Concerns
- VIII. New Business
 - a. Interview Julie Bailey for the Planning Commission
- IX. Old Business
 - a. Vote on CIC rewrite
- X. Planner Report
- XI. Other Business
 - a. From the Commission
 - b. From staff

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City of Yachats Volunteer Agreement

City of Yachats
441 Highway 101 N
PO Box 345
Yachats, OR 97498

Phone: 541-547-3565
Fax: 541-547-3063

Thank you for your interest in volunteering for City of Yachats. We look forward to partnerships with volunteers to enable us to effectively serve the citizens of our community. In order to ensure the safety of our volunteers and protect the interests of City of Yachats, we require potential volunteers to complete this questionnaire form and participate in a background check. Thank you for volunteering.

First Name	Julie
Last Name	Bailey
Address	PO Box 611
City	Yachats
State	OR
Zip Code	97498
Daytime Phone	15417317477
Evening Phone	<i>Field not completed.</i>
Email	juliebocean@gmail.com

(Section Break)

Volunteer Activity

Please describe the type of volunteer work you are interested in performing or activity/event you wish to volunteer for.	Planning commission
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Please list the date(s) or range of dates for which you would like to volunteer

As required

Statement of Interest or Related Experience for Commissions & Committees

I would appreciate being considered for the planning commission opening.

I have lived full time within city limits for almost four years, part time for a year or so before that and as a visitor for 40 years. I owned a successful business Mountain Rose Herbs for 30 years and during that time I was required to navigate many regulatory challenges some of which included planning. Particularly with renting and owning properties. I am certainly no expert but I am a great researcher/ferreter for information and for details.

I believe I can contribute constructively to the commission. I prefer to think things through and deliberate on the pros and cons rather than make decisions on the spot.

I'm pragmatic, earnest and thoughtful and it's high time I contributed to this beautiful community.

My previous hesitation is due to my dislike of zoom meetings – I so prefer in person meetings where the nuances and body language and civility are so much more likely to be apparent. And I have only recently become a citizen.

Happy to elaborate or answer any questions.

Upload document, if needed

Field not completed.

(Section Break)

References

*Please list two references that are **not related to you** and that have knowledge of your relevant experience for the type of volunteer activity you are interested in.*

Reference 1

First Name

MaryEllen

Last Name

OShaughnessy

Address

520 Marine Drive

City

Yachats

State

OR

Zip Code	97498
Phone Number	2176492339
Relationship	friend
Years Known	3
Reference 2	
First Name	Suse
Last Name	Kelley
Address	Windy Way
City	Yachats
State	OR
Zip Code	97498
Phone Number	4088870792
Relationship	friend
Years Known	5
Emergency Information <i>Name and contact information for the person(s) to reach in the event of an emergency.</i>	
Name	Suse Kelley
Phone Number	4088870792
Relationship	friend
Name	Julie Callow
Phone Number	5415015733
Relationship	friend
I understand and agree to the following:	
I will keep all issues pertaining to city business confidential	

- I may be subject to background and motor vehicle record checks.
- I will adhere by Oregon Occupational Safety and Health Division (OR-OSHA) safety standards and training I am provided.
- I have read and understand the Volunteer Policy.

I hereby certify that the facts set forth in this volunteer registration are true to the best of my knowledge. I agree that if the information given in my registration, resume, or any other materials, or during any interview, is found to be false in any way, it shall be considered sufficient cause for denial of volunteer status.

I understand that City of Yachats is not obligated to appoint me to a volunteer position and that nothing contained in the volunteer registration form is intended to create a contract between City of Yachats and me. In addition to the above items, I agree to comply with the policies, rules, regulations, and procedures of City of Yachats, which I understand may change at any time and I understand that my volunteer status can be terminated with or without cause or notice, at any time, at the option of either me or City of Yachats.

Signature	Julie Bailey
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Date	4/5/2022
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Required for all Minors: Parent or Guardian's Authorization for Medical Care & Consent to Agreement

I PARENT/GUARDIAN as parent or legal guardian, hereby grant permission for MINOR to do volunteer work for City of Yachats. In the event of an emergency, accident, or illness, I authorize City of Yachats and its employees to administer emergency medical care to my child and/or, if deemed necessary, to secure emergency medical services and incur expenses for which I will be responsible for payment. My signature in the following hereby represents that I have read, understand, and to this agreement.

Parent/Guardian	Field not completed.
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Minor	Field not completed.
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Signature	Field not completed.
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Date	Field not completed.
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Version 2019-04-16

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2021 Summary of Building Activity

Site-built Homes (13)

Project Name	Description	Parcel #	Address	Zone	Opened	Status
PRAVEL	New SFR	14-12-26-CC-10100	175 Combs Circle	R1	10/7/21	In Review (LC)
TORRES	New SFR	14-12-27-DD-01000	158 Highway 101 S	R1	8/28/21	In Review (LC)
WELLS	New SFR	14-12-26-BB-03300	220 Windsong Street	R1	8/26/21	Permit issued
STERLING	New SFR	14-12-26-CC-11700	35 Joni's Way	R1	6/17/21	Permit issued
KELLEY	New SFR	14-12-26-BC-02100	867 Horizon Hill Road	R1	6/17/21	Permit Issued
CHASE	New SFR	14-12-27-AD-14900	965 Hanley Drive	R1	6/15/21	Permit Issued
KELLIM	New SFR	14-12-27-DD-01604	136 Yachats Ocean Road	R1	6/2/21	Permit Issued
DANIEL	New SFR	14-12-26-BB-03000	221 Windsong Street	R1	5/24/21	Permit Issued
O'CONNOR	New SFR. Demolish existing SFR.	14-12-34-AC-07600	79 Gender Drive	R1	4/23/21	Permit Issued
BALKEMA	New SFR	14-12-26-BB-02900	227 Windsong Street	R1	4/23/21	Permit Issued
SHADLE	New SFR	14-12-27-AD-13903	235 Radar Road	R1	4/22/21	Permit Issued
GRAY	New SFR	14-12-26-CB-06900	280 Spruce Ave	R1	1/28/21	Permit Issued
EDDY	New SFR	14-12-34-AC-02100	561 Overlook Drive	R1	1/5/21	Finald

Manufactured Homes (2)

Project Name	Description	Parcel #	Address	Zone	Opened	Status
CAVELLO	New MFH	14-12-27-AD-02800	45 8th Street	R3	6/2/21	Permit Issued
VALLERAND	New MFH	14-12-27-AD-00400	970 Highway 101 N	R3	12/2/21	In Review (LC)

Structural Permits (17)

Project Name	Description	Parcel #	Address	Zone	Opened	Status
McGINNIS	Garage Conversion	14-12-27-AC-05100	651 Oceanview Drive	R1	10/18/21	Permit Issued
CUTLER	Carport Conversion	14-12-27-AA-01317	469 Aqua Vista	R2	10/6/21	Permit Issued
HOGAN	Install racking for solar	14-12-26-BC-01200	924 Hanley Drive	R1	10/6/21	Permit Issued
TAPIA	Enclose motorcycle parking	14-12-26-BB-03800	1285 Elk Mountain Road	R1	7/31/21	Withdrawn
SERBU	Install 2 light poles	14-12-27-AD-04100	785 Highway 101 N	C1	7/2/21	Finald
HETZLER	Install wheelchair ramp	14-12-27-DA-03500	142 Highway 101 N	C1	6/30/21	Withdrawn
TOOKE	Add solar to existing SFR	14-12-27-AA-01313	327 Aqua Vista Loop	R2	5/13/21	Finald

REILLY	New accessory building - shed	14-12-27-AD-02102	48 8th Street	R3	5/13/21	Withdrawn
McCARTHY	Replace rotten beams on deck	14-12-26-CB-01601	400 E. 3rd Street	R1	4/15/21	Permit Issued
ARNDT	Add solar to existing SFR	14-12-27-AC-02500	880 Ocean View Drive	R1	4/2/21	Finaled
CONWAY	Electrical, insulation, sheetrock	14-12-27-DA-90004	502 Highway 101 N	C1	3/25/21	Finaled
BLOCH	Add solar to existing SFR	14-12-27-AA-01319	549 Aqua Vista Loop	R2	3/22/21	Finaled
GILLENWATER	Repair foundation underpinning	14-12-34-AA-00809	192 Reeves Circle	R1	3/1/21	Finaled
LEWEY	New detached garage	14-12-27-DA-07400	375 W. 3rd Street	C1	2/28/21	Permit Issued
MILLS	New detached garage	14-12-27-AA-07700	1076 King Street	R1	2/19/21	Finaled
CRAWFORD	Extend existing garage	14-12-34-AA-02000	470 Yachats Ocean Road	R4	2/19/21	Permit Issued
HOUT	Foundation work and new beam	14-12-26-CB-04100	223 Lincoln Ave	R1	2/9/21	Permit Issued

Citizen Involvement Committee

Comments by The Planning Commission

2/21/2022

Goals:

1. Increase citizen involvement in land use planning.
2. Improve communication between local government, residents, and businesses.
3. Meet Oregon Goal 1 OAR 660-015-0000(1)

During discussions of the CIC in the January 18th Planning Commission meeting, as well as the February 15th Planning Commission meeting, it was agreed that we should focus on the requirements of Oregon Goal 1, and emphasize getting citizen involvement in the planning process. While it is recognized that an all-issues CIC could be very useful as well, it was felt that we should address the state requirements first. Toward that end we are making the following recommendations.

MEMBERSHIP:

We should advertise for community volunteers to fill up to **5 seats** on the CIC. Their only qualifications are that they be Yachats residents with an interest in community involvement. These people will report to the **City Planner** as a primary contact.

(John Ayer has indicated that he is in touch with several potential volunteers.)

DUTIES:

1. Identify a Spokesperson to organize their meetings, as well as one or more alternates. The Chair should rotate to provide opportunities for cross training, as well as coverage for absences.
2. Report directly to the Yachats City Planner concerning all active projects. Identify the person to do this report, and rotate the function to provide opportunities for cross training.
3. Outreach and Education are the primary duties of the CIC.
4. Increase citizen input to long range planning. This may include input to Comprehensive Plan updates. It may also include preparation, distribution, and analysis of community surveys as required by Planning Commission projects.
5. Have a representative to attend Yachats City Council meetings when requested.
6. Have a representative to attend monthly Commission Chair meetings in order to increase communication between the citizens and the commissions.
7. Have a representative keep hours at a "Citizen's Desk" in the City Hall.
8. Write a column for the Yachats monthly newsletter whenever CIC activities provide information to share.
9. Identify community projects which require volunteer help, which may include participation in the CIC and the Commissions, and advertise and recruit this volunteer help.

10. Inform the public of dates and times of upcoming Planning Commission hearings on land use applications when directed by the City Planner.
11. Direct citizen questions on any pending land use application to the City Planner.

RELATIONSHIP TO THE PLANNING COMMISSION:

Facilitate communication between the Planning Commission and the citizens of Yachats. This is not a policy making committee, or one which advocates a position on any pending land use application permitted by Title 9 of the Municipal Code. Land use applications include, but are not necessarily limited to: partitions, boundary line adjustments, subdivisions, any planned unit development, conditional use, or variance request.

City-Led Engagement Toolkit

ACTIVITY	WHAT THIS IS GOOD FOR?	DESCRIPTION / CONSIDERATION	LEVEL OF IMPACT / OUTCOME	STAFF TIME/ HOURS*	COST (0-\$\$\$\$)	POTENTIAL EXPENSES, MATERIALS, & TOOLS	SKILLS
LOW STAFF TIME COMMITMENT							
PRESENTATION AT AN EXISTING MEETING	Informing existing groups by attending their meetings, usually more to inform than consult	Staff attend an existing community/organization meeting (PTA, neighborhood group, chamber meeting, etc) to share project information and answer questions, catalog concerns/ issues.	Inform	1-2 hours, including prep/travel 	-	- None	- Public speaking - Language interpretation (if necessary)
PASSIVE POLLING	Gathering quick input from a range of residents	Something as simple as a bean poll that is set up in high traffic locations (i.e. coffee shop, library); staff of the establishment can be “trained” to encourage patrons to weigh in with their preference. Could also be a version of a “comment box” to collect anonymous input. Should typically limit to one or two key questions to solicit from residents.	Inform, Consult	1-3hrs of buy in from community establishment + periodic monitoring 	0-\$	- Little to none, depending on the polling method	- None
NEWSPAPER EDITORIAL	An inform strategy for communities with local paper/ online circulation & readership	An outreach strategy to inform the public about an upcoming event or prompt to visit a project website for more information.	Inform	~3-4hrs to draft editorial and coordination with media outlet 	-	- None	- Writing
SCHOOL FLYERING	Passive inform strategy to increasing visibility and awareness	Project information is sent home with students or shared during regular pick up/drop off periods	Inform	2-3hrs to get school buy-in to distribute flyers to students 	\$\$	- Printing costs	- None
MEDIUM STAFF TIME COMMITMENT							
TABLING	Bringing information to the community through high traffic locations; the opportunity for brief, candid feedback; meet people where they are	Emphasis is on informing the public by distributing project information via highly visual project info, like posters, factsheets, etc. and potentially engaging people in a quick input gathering activity such as short intercept surveys or visual preference exercises. Best to choose a high traffic establishment (market, library, transit center, etc) for staff person to sit in front of during peak visiting hours.	Inform, Consult	Per tabling session: 3-4 hours tabling + 0.5-1hrs of set up/ breakdown/travel  	\$\$	- Cost for printing materials (fact sheets, posters, etc) - Tabling materials (table, tablecloth, chairs, incentives/swag, etc)	- Verbal communication skills - Language interpretation (if necessary)

ACTIVITY	WHAT THIS IS GOOD FOR?	DESCRIPTION / CONSIDERATION	LEVEL OF IMPACT / OUTCOME	STAFF TIME/ HOURS*	COST (0-\$\$\$\$)	POTENTIAL EXPENSES, MATERIALS, & TOOLS	SKILLS
“OFFICE HOURS”	Bringing information to the community through high traffic locations; the opportunity for brief, candid feedback; good for relationship building	Emphasis is on engaging in dialogue with the community rather than asking specific (survey questions). Holding “office hours” could be either a regularly occurring or one-off, unstructured event where staff are available to talk to the public about project information & answer questions. Could take place in a high traffic establishment or community event.	Inform, Consult	Per “Office Hours” session: 1-3 hours, including prepping staff on project information + staffing the office hours  	-	- None	- Verbal communication skills - Language interpretation (if necessary)
INTERCEPT SURVEY	An inform and consult strategy to gather “randomized” community input immediately	Staff attending an existing community event (farmers market, fair, etc) and inviting event attendees to participate in a brief survey. Surveys should take less than 5 minutes to complete.	Inform, Consult	2-3 hours, depending on event  	\$\$	- Printing costs if using paper survey, pens/pencils, clipboards; iPads are also used frequently with intercept surveys	- Verbal communication skills - Language interpretation (if necessary)
PRE-RECORDED VIDEO PRESENTATION	A more automated method for sharing standard project information in a format that might be easier to consume in video format and saves staff resources/time	Any presentation/project overview content that project staff anticipate needing to present multiple times can be recorded either via PowerPoint or on most/all virtual meeting platforms (i.e. Zoom). Recordings could also be a novel way to share information on a project website.	Inform	2-3 hours, including time to edit video after recording  	\$	- None	- Public speaking - Language interpretation (if necessary) - Video editing (if necessary)
MAILER CAMPAIGN	Scalable strategy to inform residents (of upcoming event, survey, etc); has some advantages to an email campaign	A strategy for informing the broad public about an upcoming event or to solicit input via online survey. Mailers or advertisements can also be inserted into City utility bills for higher visibility.	Inform	Time for setting up campaign: ~4-6hrs (which includes designing mailer, proofing, determining campaign details)  	\$\$\$	- Printing & mailing costs	- Graphic design (to create mailer)
RADIO ADS	An inform strategy that can potentially reach a broader/ targeted audience via in-language radio	An outreach strategy to inform the public about an upcoming event or prompt to visit a project website for more information. This strategy has been most successful for outreach among Spanish and Russian speaking communities.	Inform	Time for setting up ads: ~4-6hrs (which includes drafting copy, editing/translation, determining radio ad details)  	\$\$-\$\$\$\$	- Cost will range and typically depends on frequency and time of day the radio ad is played	- Writing - Translation (if necessary)

ACTIVITY	WHAT THIS IS GOOD FOR?	DESCRIPTION / CONSIDERATION	LEVEL OF IMPACT / OUTCOME	STAFF TIME/ HOURS*	COST (0-\$\$\$\$)	POTENTIAL EXPENSES, MATERIALS, & TOOLS	SKILLS
NEWSPAPER ADS	An inform strategy for communities with local paper/ online circulation & readership	An outreach strategy to inform the public about an upcoming event or prompt to visit a project website for more information. Also consider ads in cultural or language-specific local newspapers if available.	Inform	Time for setting up ads: ~4-6hrs (which includes drafting copy, editing/translation, determining newspaper ad details)  	\$\$-\$\$\$	- Cost will range and typically depends on size, placement, and duration of ad	- Writing - Translation (if necessary)
SOCIAL MEDIA CAMPAIGNS	An inform strategy that requires less expenses beyond personnel time	A outreach strategy that can potentially initiate an informal online forum and could also include a call-to-action (i.e. take survey, attend open house).	Inform	~4-5hrs to draft social media content across City-managed platforms and/or coordination with partner organizations to share posts  	0-\$\$	- None, but paid ads can be an option	- Writing - Social media strategy
FLYERING / POSTERING	Passive inform strategy to increasing visibility and awareness of project. Only requires upfront time and costs.	Posting/flyering in common public spaces i.e. transit stops, coffee shops, markets, etc or can be focused in areas for targeted outreach communities.	Inform	2-4hrs to distribute flyers, posters around community  	\$-\$\$	- Printing costs	- None
1-ON-1 INTERVIEWS	Nuanced, qualitative, data through individual perspectives	Virtual/phone/in-person interivews are best for community members/stakeholders who might be more informed about topic area	Inform, Consult	Per 1-on-1 interview: .75-1hr of interview + 1-2hrs of prep and debrief  	\$-\$\$\$	- Incentives/stipends for interview participants - Light refreshments (if in person)	- Interview & notetaking
ENGAGEMENT POP-UP INSTALLATION	An eye-catching, playful engagement method to draw people in & provide quick input; builds awareness as a discussion piece	A strategy with the purpose to cultivate more awareness and attention to the project or topic, rather than a data collection strategy. The installation should include obvious ways for people to learn more information (i.e. on project webpage) and other engagment opportunities. The installation could also be used as a way to display project updates/progress, similar to a fundraising thermometer.	Inform	4-8+ hrs to develop engagement installation + periodic montoring   	\$\$-\$\$\$\$	- Materials (and maintenance) cost	- Creativity, visual communication

ACTIVITY	WHAT THIS IS GOOD FOR?	DESCRIPTION / CONSIDERATION	LEVEL OF IMPACT / OUTCOME	STAFF TIME/ HOURS*	COST (0-\$\$\$\$)	POTENTIAL EXPENSES, MATERIALS, & TOOLS	SKILLS
HIGH STAFF TIME COMMITMENT							
COMMUNITY LEADER MODEL	A capacity-building strategy with the potential for informing & consulting harder to reach populations	Training staff from partner organizations, volunteer groups, civic leaders, or community members on project information and employing their gatekeeping & network to reach target populations with information and typically a call to action (i.e. take survey, attend open house). Staff can co-design engagement and communications strategies, events and activities. May require relationship-building with partner organizations and community members up front. Important best practice to provide compensation to community leaders for their work. Group charters can be developed to set clear goals, expectations, decision-making structure, and responsibilities.	Inform, Consult, Involve, Collaborate	4-12+ hrs of capacity building sessions/ workshops and follow up support    	\$\$-\$\$\$	- Incentives/stipends for community leaders - Light refreshments (if hosting in-person trainings) - Printing costs for outreach & educational materials	- Training/ education - Facilitation
FOCUS GROUPS	Nuanced, qualitative data through individual perspectives	A facilitated, 1-1.5hr discussion of generally no more than 6-8 people revolving around key project questions. This can be done virtually/in-person but requires a skilled facilitator. Good tool for consensus building and listening to diverse perspectives.	Inform, Consult	Per focus group session: 1.5-2hrs of focus group + 1-2hrs of prep and debrief    	\$-\$\$\$	- Incentives/stipends for focus group participants - Light refreshments	- Facilitation & notetaking
OPEN HOUSE STYLE MEETING	A potentially more interactive forum to inform and consult community members; opportunity for relationship building & facetime between staff and residents	An in-person, interactive event that the public can attend to learn more about the project, get their questions & concerns addressed directly by project staff, and provide input. The open house format can be self-directed or be more structured with a formal presentation or facilitated conversation. Important best practice is to provide incentives (gift cards, raffle prizes, etc.), light refreshments, and childcare.	Inform, Consult	Per OH event: 3-4 hours of event + 1-1.5hrs of set up/breakdown/ travel    	\$\$\$\$	- Printing costs for fact sheets, posters - Display stands, if needed - Light refreshments - Tablecloths, incentives/swag, etc - Childcare costs or activities for young children to play with - Venue cost, if necessary	- Verbal communication skills - Presentation skills - Language interpretation (if necessary) - Graphic design skills (to create open house visuals, posters, etc)
VIRTUAL OPEN HOUSE AND/OR SURVEY	A digital version of an in-person open house using a tool like ArcGIS StoryMaps	An online supplement or alternative to in-person open house; effective for visual storytelling of complex information and reaching a wider audience; can be combined with an embedded online survey to gather feedback; important to consider barriers to digital access and literacy and translation	Inform, Consult	Time for setting up virtual open house: ~4-6 weeks (which includes generating content and 1-2 rounds of drafts before launch)    	\$\$\$	- Subscription cost to access ArcGIS StoryMaps tool	- Writing - Graphic design (to create open house visuals, posters, etc) - Language interpretation skills (if necessary)

March 1, 2022

Re: Planning Commission Simplification of Municipal Code Review

From: Jacqueline Danos

Reviewing the code, definitions need to be revised for several areas within the code to be better comprehended. My first recommendations would be to revise the following within the DEFINITIONS section of the code:

"APARTMENT":

Current Definition: Means a dwelling unit as defined in this section.

Revised Definition Suggestion:

"APARTMENT": Dwelling unit, which includes at least a sleeping area, full bath and kitchen rented for a fixed amount and time.

"DECK/PORCH"

Current Definition: Means an outside walking area, the floor of which is elevated more than eight (8) inches from grade.

Revised suggestion: Separate the two words and add a definition for "PATIO" This can help clarify and assist in including the need for permeable paving as well as what is included in lot coverage allowed.

Definition Suggestions:

"DECK": A flat surface capable of supporting weight, similar to a floor, but typically constructed outdoors, often elevated from the ground, and usually connected to a building.

"Deck": Means an unenclosed amenity area or platform that may be attached to a dwelling and is intended for the purpose of outdoor dining, lounging and other similar accessory residential use.

"PORCH": Is an open structure that has breathable walls, but protection above it, usually, a covered shelter projecting in front of the entrance of a building.

"PATIO": a paved outdoor area adjoining a house.

"PATIO": An area consisting of natural or man-made material constructed at or near grade level, intended for use as an outdoor living area, and not enclosed by a permanent roof or awning.

"HEIGHT OF BUILDING"

Current definition: means the vertical distance from the average finished grade to the highest point of the building plus any fill above the natural grade. To determine building height, calculate the average building height for each side: Add the shortest building height and the tallest building height, then divide the two (2) building heights by two (2). Add together the average height for each side and divide by the number of sides.

Revised Definition suggestion:

"HEIGHT OF BUILDING": Building height means the vertical distance measured from the average between the highest to lowest natural/existing or proposed lot grades around the perimeter of the

structure to the highest point of the roof. When determining whether to utilize existing or proposed grade, whichever is most restrictive and results in the lowest allowed building

"HOTEL" and "MOTEL" currently the code has two different definitions, and it does have a separate definition for an **"APARTMENT HOTEL"** which is:

"APARTMENT HOTEL" means a building or portion thereof designed for or containing both individual guest rooms or suites of rooms and dwelling units but excluding all facilities coming within the definition of "bed and breakfast facility."

Current definition: "Hotel" means any building containing guest rooms which are rented or hired out to be occupied for sleeping purposes for guests, excluding any facility which meets the definition of "bed and breakfast facility."

"Motel" means a series of sleeping units, each having a separate entrance, composed of one or more bedrooms and bathroom, excluding any facility which meets the definition of "bed and breakfast facility."

Revised Definition Suggestions:

"HOTEL or MOTEL" means a facility with guest rooms or suites, with or without kitchen facilities, rented to the general public for transient lodging. Hotels typically include a variety of services in addition to lodging, for example, restaurants, meeting facilities, personal services, etc.

"HOTEL": Means any structure or any portion of any structure containing three or more units, which is occupied or intended or designed for occupancy by transients for dwelling, lodging or sleeping purposes, and includes any hotel, inn, tourist home or house.

Consider adding **"ACCESSORY DWELLING UNIT"** At the moment the code has a definition for an **"ACCESSORY STRUCTURE or ACCESSORY USE"** but does not have a definition for an ADU.

"ACCESSORY STRUCTURE OR ACCESSORY USE": Means a structure or use incidental and subordinate to the main use of a property and located on the same lot as the main use.

Currently ADUs allowed in R-3, R-4 and C-1 zones. They are not listed under Permitted Uses for any zone using the wording "Accessory Dwelling Unit" which is the wording best currently understood for an accessory building installed on a property for use as residential or as an office/studio.

Sample definitions:

"ACCESSORY DWELLING UNIT (ADU)": Means a habitable living unit added to, created within, or detached from a primary single-family dwelling and contained on one lot.

"ACCESSORY DWELLING UNIT (ADU)": Means a residential living unit on the same parcel as a single-family dwelling or a multifamily structure. The ADU provides complete independent living facilities for one or more persons. It may take various forms: a detached unit; a unit that is part of an accessory structure, such as a detached garage; or a unit that is part of an expanded or remodeled single-family unit or a unit in a multifamily dwelling.

The term **"RECREATIONAL VEHICLE"** appears in several locations within the code. Without clarifying definition as what a "recreational vehicle" is anything from a 10' pull behind trailer to a 50' vehicle would fall under the term "recreational vehicle".

Suggestions for Additional Recreational Vehicle definitions:

"Recreational Vehicles" (RVs) shall be defined as campers, camping tents, travel trailers, motor homes, boats, or similar recreational vehicles. Boats must be on a trailer, except for non-motorized personal watercraft.

"Motorized recreational vehicle" means a motor home built on a truck or bus chassis or a van chassis which usually has a section overhanging the cab. All these vehicles are powered by internal combustion engines that run on gasoline, diesel, batteries or other fuel. Van campers and pickup truck campers are excluded from the recreational vehicle definition. Inoperative vehicles are prohibited.

"Non-motorized recreational vehicle" means a conventional travel trailer, or a fifth wheel trailer utilized for recreational purposes and designed to be towed by a vehicle. Boats, horse trailers, utility trailers for storing recreational equipment or other equipment and all-terrain vehicles stored on trailers utilized for recreational purposes are considered non-motorized recreational vehicles. Pickup truck camper shells which have been removed from the vehicle and stored are considered non-motorized recreational vehicles and shall conform to the provisions of this title

"Oversized Recreational Vehicle" an oversized vehicle is any vehicle, which exceeds any of the following dimensions: twenty (20) feet in length, nine (9) feet in height or seven (7) feet in width. Motor homes and recreational vehicles exceeding these measurements are examples of oversized vehicles.

"Off-Highway Recreational Vehicle" (OHRV) shall be defined as jet skis, four-wheelers, or snowmobiles, or similar off-highway recreational vehicles, and may be on a trailer or not.

Consider adding "COTTAGE CLUSTER"

Samples:

"COTTAGE CLUSTER" means a residential development containing a cohesive cluster of small dwelling units gathered around one or more Common Green Spaces. Cottage cluster may also have shared community garden plots, recreation facilities, and other ancillary uses.

"COTTAGE CLUSTER" means a grouping of no fewer than three detached dwelling units on the same lot of record, with each dwelling unit having a footprint of less than 900 square feet, all dwellings sharing a common area on the lot of record, and internal ADA- compliant pathways connecting each dwelling to common space, vehicle parking, and sidewalks.

Chapter 9.12.020 – R-1 Residential Zone

E. Planned Unit Development (PUD): Planned unit development. (P.U.D.) except for a manufactured home P.U.D. See Chapter 9.60

Revised recommendation: The code states that a PUD is allowed in R-1 zones but must meet the requirement of 2 contiguous acres. This requirement should be included under this section as allowable but should state at the beginning "on a minimum two (2) contiguous acre lot a P.U.D. is allowable.

9.12.040 Standards: (similar recommendations for R-2, R-3 and R-4)

C. Building Height – change to reflect better definition. We should discuss a review of allowable height especially on the west side of the city. Currently there are some CC&R restrictions, but they are very old and can easily be changed leaving a lot of areas at risk of being over built with regards to heights of single-family homes.

D. Lot Coverage: Structures, including, but not limited to buildings, porches and decks shall not occupy more than thirty (30) percent of the total area. **Revise deck/porch/patio definitions and include permeable paving specification.**

9.28.030 Standards –

G. Residential – only uses:

1. Yards: Yards proposed to be less than the minimum yard requirements which apply in the residential zones shall be subject to approval by the Planning Commission through a public hearing in accordance with Chapter 9.72 Conditional Uses

I am confused by this because when the house installed on the commercial lots located at 7th and 101 the explanation regarding the extent to which that lot was being covered was that the underlying zone dictated the allowed lot coverage (R-4 or C-1). The standard above seems to disagree with that. Do “Yard requirement” and “Lot coverage” overlap in meaning/requirements?

Perhaps clarification and adjustment need to be made:

****Regarding lot coverage of R-2, R-3, R-4 and C-1, if a single-family home is placed on a lot zoned anything but R-1 restrict lot coverage to the coverage allowed on a R-1 lot rather than allow a single-family home built on a lot zoned for multi-family or commercial to occupy the coverage allowed for the higher density use.

Chapter 9.48.010 general requirements

E. Off-Street Parking: Rather than referring to Chapter 9.48 give the number of required spaces and size under each residential zone.

F. Areas used for parking and maneuvering of vehicles shall have surfaces such as gravel, pavement, tile, brick or concrete material suitable for parking a vehicle, improved to minimum City Road standards, maintained adequately for all-weather use, and be so drained as to avoid flow of water across public sidewalks.

Revise with: Add permeable paving preference.

Revise: And be so drained as to avoid flow of water across public sidewalks.

To: Avoid run off affecting or across adjoining properties, public streets and sidewalks.

Chapter 9.16.020 R-2 Permitted uses (pertains to R-1 thru R-4):

B. States that a recreational vehicle is allowed during construction and must be removed within one year.

Then C: Recreational Vehicle. See Chapter 9.68.020

9.68.020 B states Recreational vehicles may be parked on owner's personal lot only, unless in commercial storage. **Does not address use or long-term personal storage**

9.12.040 Standards States in part:

B-2Corner side yards shall not be used for.....permanent storage of trailers, boats, and recreational vehicles.....

9.68.060 Recreational Vehicles:

Recreational vehicles may be parked by an owner on his or her own land for non-rental temporary living purposes as follows:

- A. The recreational vehicle shall be accessory to a permanent residential dwelling.
- B. Recreational vehicles shall not be connected to the City sanitary sewer system.
- C. No more than thirty (30) days per calendar year with no more than fourteen (14) consecutive days for any one stay. Requests for extended time limits requires approval by the Planning Commission through a Variance procedure.
- D. Review Procedure. An executed permit is required before any person occupies a recreational vehicle for temporary living purposes. Failure to complete the application form and secure an executed permit in advance is a violation of City Code.

Recommendation: Clarity is needed regarding the use and storage of recreational vehicles. What types and sizes of Recreational Vehicles are meant; 20'? 35'? 50'? Fifth wheel? Boat trailer? Can they be permanently stored on a residential property? If so, how?

It also could be helpful to include a limitation on vehicle size ie. "Oversized vehicles" when revising parking codes.

Attached is a sample draft for revising Section 9.68.060.

LIST OF PROPOSED YMC REVISIONS

LOREN DICKINSON

02-21-2022

Items with an asterisk * would be intended to add aesthetic conditions to individual sections, without having to write a separate Architectural Design Standards ordinance.

A. DEFINITIONS - YMC 9.04.030

Propose to add / modify Definitions as indicated:

1. "Building Code" (add) – suggested: "means applicable building, fire and safety codes adopted by state, county and municipal agencies in which the subject property is located." Or similar wording.
2. "Clear Vision" (add) – is used several places within Title 9. Reference Ordinance section or write?
3. "Hotel" (revise?) – consider adding descriptions "on-site staff for check-in and management, cleaning. Does not have kitchen facilities."? Definition could be made clearer. Research other cities' & county definitions.
4. "Lot Line, Street Side" (add) – describes side lot line at abutting street.
5. "Parking Space" (revise) – delete last sentence "Required off-street parking shall not be located in a required yard that abuts a street" – this requirement belongs in Parking 9.48., if it is truly applicable to all zoning districts. If it is applicable only to the Commercial zone, it belongs within that zone's Standards.
6. "Parking Space, Accessible" (add) – Needed to make reference to ADA requirements, and proposed new paragraph in C., below.
7. "Yard" (clarify) – contains reference to a "court", but "court" not defined. Is a definition for "court" needed (research others' definitions)?
8. "Yard, Street Side" (add) – describes side yard at abutting street – used several places in YMC

B. IN INDIVIDUAL SECTIONS, AS NOTED:

1. In Standards sections of R1, R2, R3, and R4 (,040.E of 9.12, 9.16, 9.20, and 9.24) – suggest adding to "see also Definitions 9.04.030 parking space".

2. *In Standards sections of R1, R2, R3, and R4 (,040.E of 9.12, 9.16, 9.20, and 9.24) – would it be beneficial to set a standard for maximum % of front yard paved, with remaining areas landscaped?
3. *In C1 Standards (9.28.030) – consider making an F.1 and F.2, where F.2 would set a standard for parking setbacks from street lot lines: “Where parking is established between the building and Front or Street Side property lines, parking spaces shall be set back ____ (____) feet from the property line.” This would establish a landscape strip between parking and the street. It would require that parking requirement 9.48.010.H. also be revised. Since this as proposed would not apply to districts other than C1, it belongs in C1 Requirements rather than in Parking 9.48. It would need to be coordinated with Items C.4 and C.5., below.
4. Section 9.52.060, County Road 804 requirements – this section will require some revision when the City takes possession of that road. Perhaps keep the same requirements, review, add / remove some.
5. Section 9.52.070 Shoreland Setbacks – add “and Protection” to the title. The section includes protection standards in addition to setbacks.
6. Section 9.64 – perhaps should be renamed to “Street and Driveway Design and Construction” to better describe its contents.
7. Section 9.52.160.B. (clarify) – Clarify that the setback reduction to minimum 5 feet applies to the residence living areas as well, per recent City Planner interpretation.

C. In Section 9.48.010 Parking General Requirements:

1. Add a paragraph relating to “clear vision”, 9.64.010.A. May require different wording so as relate to private property instead of street design and construction.
2. Revisit D, distance from building to parking – the current 500 feet perhaps should be reduced given the scale of our community. That distance is half-way through town. I would suggest something more like 200 feet.
3. Revisit F., drainage – delete last word “sidewalks” and substitute “property”. That way the requirement would preclude drainage from private property across sidewalks, rights-of-way, etc.

4. Revise G., last sentence – the 5 foot high fence requirement appears to be in conflict with the “clear vision standards” – wording is unclear – clarify. Some clarification and coordination between G. and H. is needed, as noted in 5., below, and B.3., above.

5. *Revise H., distance of parking to lot line – the current requirement of placing a parking bumper 4.5 ft. from the lot line yields a 2 ft. or less “no-man’s” land strip, unsuitable for shrubs or ground cover. It also does not take into account the screening fence required in G. **Along streets**, I suggest increasing required distance to perhaps 6 feet which would yield a more reasonable 3.5 ft. space for shrubbery between the fence required in G, and the property line. *Shrubbery between the fence and the street would be an aesthetic enhancement. This would have to be considered taking into account B.3., above. *Perhaps also add a requirement that the strip be landscaped with native shrubbery. Where **not along streets** but taking into account the required screening fence, consider reducing that setback to a distance sufficient for the fence. Consider making an H.1 and H.2 to separate the two conditions. Considerable rewriting would be required.

6. Revisit J., four spaces rule – could stand some clarification on how the required driveway intersects with the street and that all exiting of the parking lot must be by forward-moving actions. Safety consideration.

7. Introduce a section concerning parking lot drive aisles – required widths for 90 degree and angled parking, how drive aisles exit onto streets, how drive aisles need to conform to clear vision standards (by reference), etc.

8. Add a section that commercial and governmental use parking lots require “accessible parking spaces” in accordance with applicable requirements of the Americans With Disability Act. It appears to be included nowhere else in the Code. This important requirement and should be listed.

9. (add from 9.40.030 “Parking Space” definition) “Required off-street parking shall not be located in a required yard that abuts a street” **However** – this requirement is unclear. Does it apply to residential zones, Commercial and Public Facilities zones, or both? Is this really what is intended? It may conflict with other requirements. Review in broadscope.

10. *Perhaps introduce a landscaping requirement within commercial and governmental use parking lots – possibly a percentage of the parking lot be landscaped / a minimum ____ (___) foot wide planter island be required for each 10 spaces, or both or something similar.

11. Perhaps introduce a section regulating how parking spaces abut sidewalks: That sidewalks in front of parking spaces are required to be a minimum of 7.5 feet wide where parking spaces abut without a curb bumper – and – sidewalks 5 feet wide shall have a curb bumper installed at 2 to 2.5 ft from the sidewalk edge (both to accommodate vehicle overhangs so they do not protrude into ADA-required sidewalk width).

12. Section 9.40.030 Standards, Public Facilities Zone – Are some of the standards listed in the C1 zone needed in this zone (parking, landscaping, etc.)?

***GENERAL ESTHETIC REVISIONS:**

There are probably several other Ordinance Sections which could be easily added to or modified to enact additional enhancement standards without causing undue hardship on the public. These could include landscaping, screening, etc.

Section 9.68.060 Recreational Vehicles. (VERSION 2)

Recreational vehicles or RV's are defined to cover both recreational vehicles that are motorized and non-motorized.

Recreational vehicles may be parked by an owner on his or her own land for non-rental purposes as defined below.

Definitions.

"Recreational Vehicles" (RVs) shall be defined as campers, camping tents, travel trailers, motor homes, boats, or similar recreational vehicles. Boats must be on a trailer, except for non-motorized personal watercraft.

"Motorized recreational vehicle" means a motor home built on a truck or bus chassis or a van chassis which usually has a section overhanging the cab. All these vehicles are powered by internal combustion engines that run on gasoline, diesel, batteries or other fuel. Van campers and pickup truck campers are excluded from the recreational vehicle definition. Inoperative vehicles are prohibited.

"Non-motorized recreational vehicle" means a conventional travel trailer or a fifth wheel trailer utilized for recreational purposes and designed to be towed by a vehicle. Boats, horse trailers, utility trailers for storing recreational equipment or other equipment and all-terrain vehicles stored on trailers utilized for recreational purposes are considered non-motorized recreational vehicles. Pickup truck camper shells which have been removed from the vehicle and stored are considered non-motorized recreational vehicles and shall conform to the provisions of this title

"Oversized Recreational Vehicle" an oversized vehicle is any vehicle, which exceeds any of the following dimensions: twenty (20) feet in length, nine (9) feet in height or seven (7) feet in width. Motor homes and recreational vehicles exceeding these measurements are examples of oversized vehicles.

"Off-Highway Recreational Vehicle" (OHRV) shall be defined as jet skis, four-wheelers, or snowmobiles, or similar off-highway recreational vehicles, and may be on a trailer or not.

1. Recreational Vehicles:

- A. The registered owner of an RV parked on the property must either be the owner of the property or use the property as their primary residence. This subsection shall not apply to a single RV stored on the property as a result of visiting guest(s) for up to seventy-two hours.
- B. The recreational vehicle shall be accessory to a permanent residential dwelling.
- C. Recreational vehicles shall not be connected to the City sanitary sewer system.
- D. Review Procedure. An executed permit is required before any person occupies a recreational vehicle for temporary living purposes of more than 72 hours. Failure to complete the application form and secure an executed permit in advance is a violation of City Code. *(Ord. 301, Amended, 9/8/2011)*
- E. Site plan approval is obtained for any area, in excess of the residential driveway, to be used for parking vehicles or equipment. The maximum permitted lot coverage of all buildings, including any RV or OHRV, shall not be exceeded.
- F. No more than one RV or two OHRVs may be parked on a lot of record which is zoned and used for residential purposes,
- G. An RV or OHRV shall never be allowed to park in the street right-of-way between the property line and the street curb in any zoning district.
- H. No recreational vehicles may be parked in the front yard .

2. Oversized Recreational Vehicles:

- A. An executed permit is required for all oversized vehicles parked or stored as an accessory to a residential dwelling.
- B. No more than thirty (30) days per calendar year with no more than fourteen (14) consecutive days for any one stay. Requests for extended time limits requires approval by the Planning Commission through a Variance procedure.
- C. Review Procedure. An executed permit is required before any person occupies a recreational vehicle for temporary living purposes. Failure to complete the application form and secure an executed permit in advance is a violation of City Code. *(Ord. 301, Amended, 9/8/2011)*

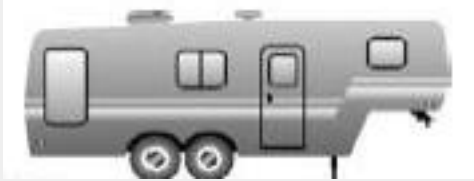
- D. Site plan approval is obtained for any area, in excess of the residential driveway, to be used for parking vehicles or equipment. The maximum permitted lot coverage of all buildings, including any RV or OHRV, shall not be exceeded.
- E. Vehicle may be parked on a side yard or rear yard provided that it is parked behind a screening fence at least six feet in height which fence shall be sufficient to obscure the view of such oversize recreational vehicle by persons on adjacent property.
- F. A minimum of 5 foot setback from property line is required for side yard parking and a minimum 10 foot setback from property line is required for rear yard parking.
- G. Vehicle(s) are parked within a formal parking garage used for the purpose of storing the RV or OHRV.

The following diagrams of motorized vehicles represent examples and are not meant to be a complete list of examples:

	Motorhome Type A
	Motorhome Type C

The following diagrams of non-motorized vehicles represent examples and are not meant to be a complete list of examples:

	Travel Trailer
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		Fifth-Wheel Travel Trailer
		Travel Trailer with Expandable Ends
		Folding Camping Trailer
		Sport Utility Trailer (Toy Hauler)
		Utility Trailer Enclosed
		Utility Trailer Open
		Utility Horse Trailer
		Boat

	Personal Watercraft Stored on Trailer
	All Terrain Vehicle (ATV) Stored on Trailer

Exclusions—Van campers and truck campers are excluded from the recreational vehicle definition because they may be used for non-travel-recreation or -camping trips, such as commuting to work or school.

	Motorhome Type B (Van Camper)
	Truck Camper

Yachats Housing Needs Analysis and Housing Implementation Plan (HNA-HIP)*

Public Engagement Plan

Purpose: *This document will set the foundation for public and stakeholder involvement during the HNA-HIP project.*

This community engagement process will inform and consult the general public and targeted stakeholder groups that may have input concerning, and be affected by, future changes to Yachats's policies, zoning, and development code to promote the production of needed housing identified by the Housing Needs Analysis.

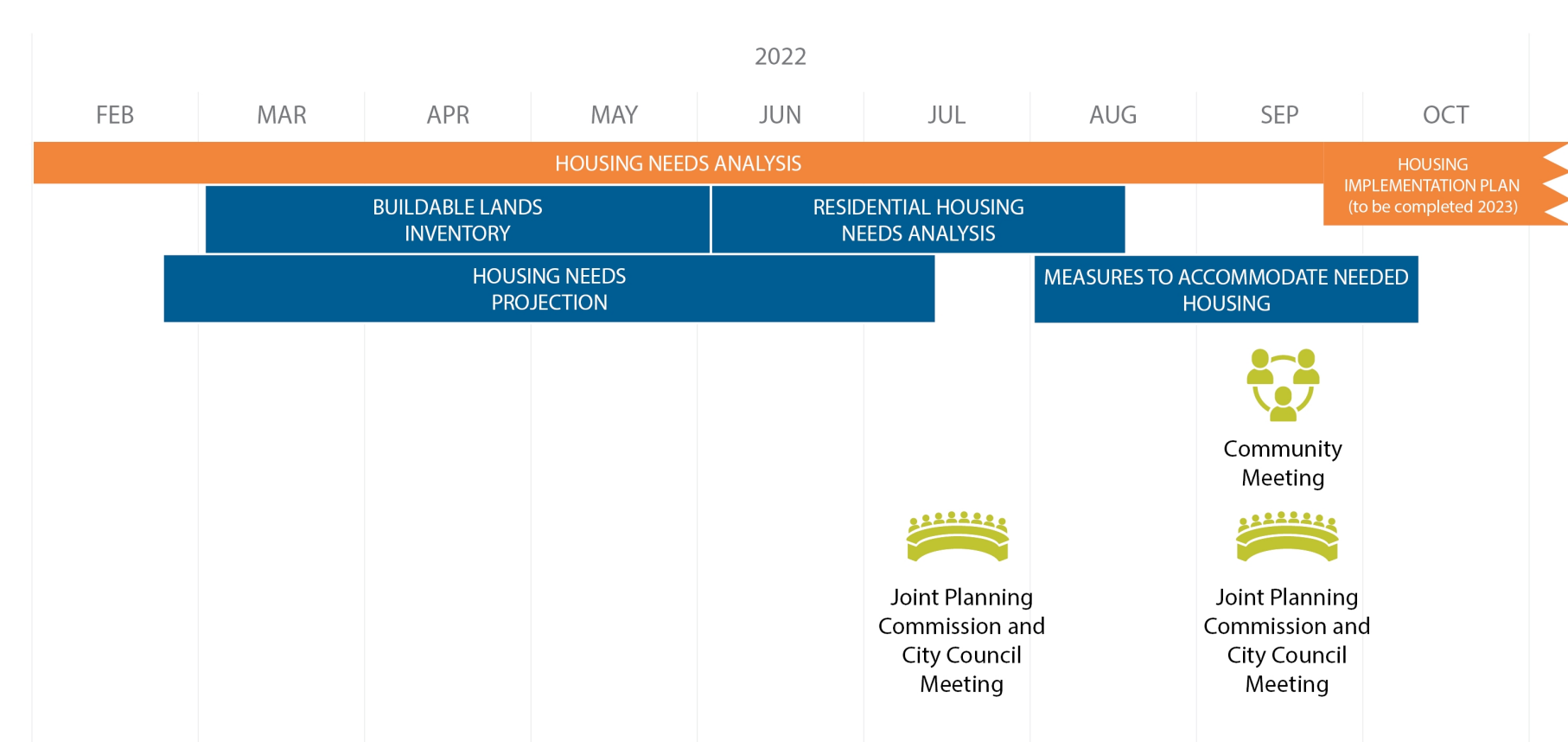
I. Desired Outcomes for Public Engagement

- **Build awareness and education** about housing needs, barriers to housing development, and potential measures to accommodate needed housing.
- **Gather feedback/local knowledge** on housing needs, housing issues, strategies, partnerships that meaningfully influences the project recommendations.
- **Prioritize outreach to underrepresented communities** within the city.
- **Present visually compelling outreach materials** that are easy to understand for a diverse public audience.
- **Design activities and involvement tools that are adaptable** for both the virtual and in-person environment.

**This project is funded by Oregon general fund dollars through the Department of Land Conservation and Development. The contents of this document do not necessarily reflect the views or policies of the State of Oregon.*

II. Project Timeline

This project timeline graphic can be used for project communications.

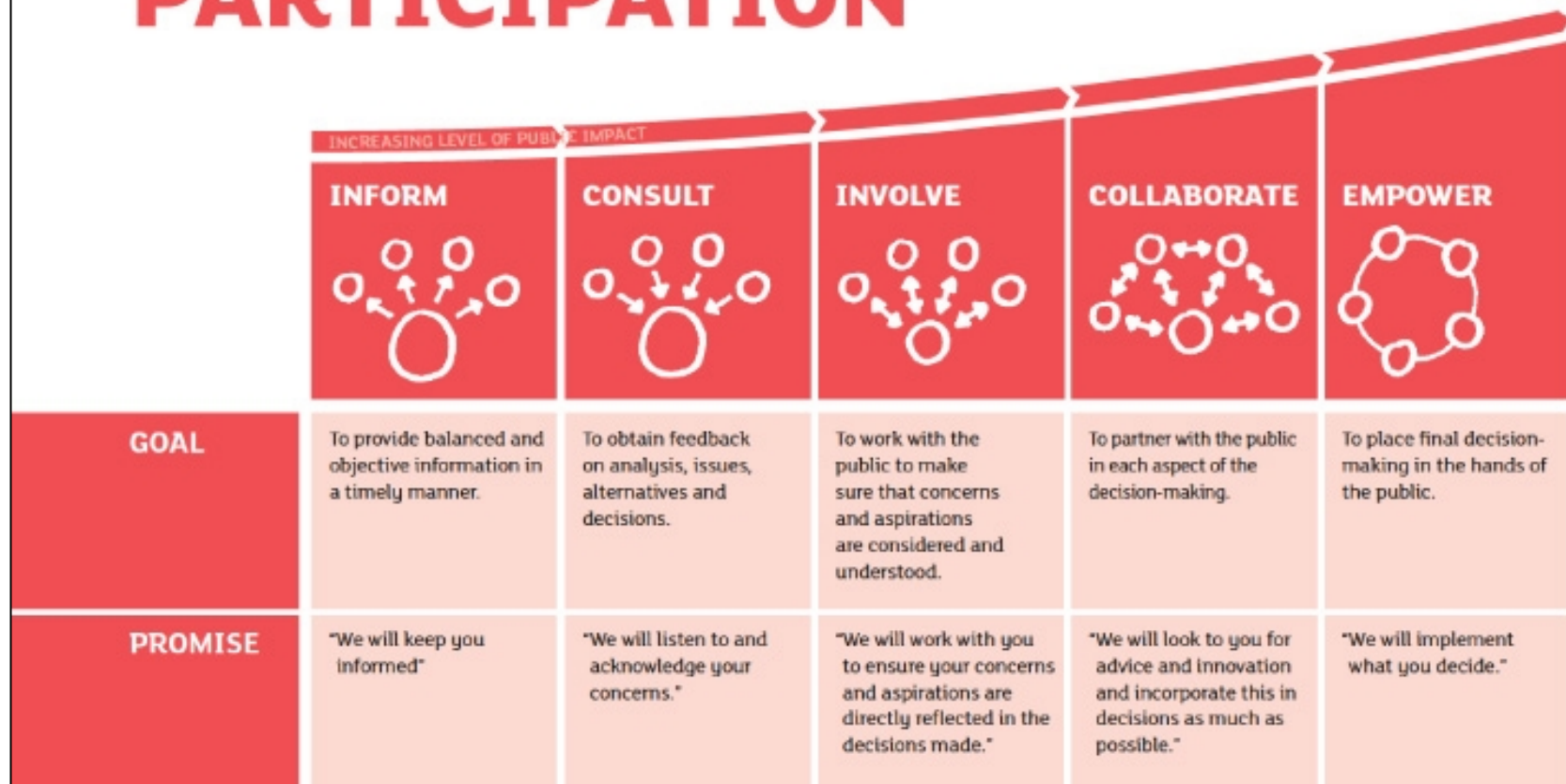


III. Stakeholder Involvement

The list below is not a comprehensive list of stakeholders but rather a general categorized list of stakeholders who should be involved, including their level of involvement using IAP2's Public Participation Spectrum, about which more information is provided on the next page.

Stakeholder Categories	Level of Involvement	Engagement Activities
Housing Consumers General Public	<i>Inform / Consult</i>	Community Meeting Joint PC/CC Worksessions (2)
Underrepresented Communities Renters, low-income households, local employees	<i>Inform / Consult</i>	City-led activities (see toolkit)
Housing Producers - Local and Regional - Our Coastal Village / Layne Morrill - Local builders - Real estate professionals (brokers, agents, lenders) - Property managers	<i>Involve / Collaborate</i>	Community Meeting City-led activities (see toolkit)
Advisory Committee City Council & Planning Commission	<i>Consult / Involve / Collaborate</i>	Joint PC/CC Worksessions (2)
Community-Based Organizations and Social Service Providers - Yachats Youth and Families Program - Social service providers (CSC) - Housing Authority of Lincoln County	<i>Inform / Consult / Involve</i>	City-led activities (see toolkit)
Local Employers or Business Organizations - Chamber of Commerce - Local Employers - EDALC	<i>Inform / Consult</i>	City-led activities (see toolkit)

IAP2 SPECTRUM OF PUBLIC PARTICIPATION



IV. Involvement Work Plan

The following work plan is subject to change depending on COVID status, budget, community expectations, and any other unforeseen circumstances that may come up as the project progresses. Meeting plans will be developed to organize and provide clarity for involvement activities such as Community Meetings and targeted outreach activities with underserved communities.

Involvement Activity / Timeline	Purpose / Outcomes	Notification Methods	Staff / Consultant Roles
July 2022 Joint Planning Commission (PC) / City Council (CC) Worksession DELIVERABLES: - <i>The Consultant will prepare and deliver a slide presentation and facilitate the meeting.</i>	• The Yachats City Council and Planning Commission will function as the advisory committee for the HNA-HIP. The purpose of the first joint meeting of these bodies is to share preliminary findings from the draft Housing Needs Projection and draft Buildable Lands Inventory. The meeting will also serve to gather and respond to input on these findings from the PC and CC.	• Post meeting notice and publicize meeting	CITY: • Schedule the meeting, prepare agenda, and assist with facilitating discussion among the CC and PC. • Provide a summary of the meeting in meeting minutes. CP: • Prepare and deliver a slide presentation and facilitate the meeting.

Involvement Activity / Timeline	Purpose / Outcomes	Notification Methods	Staff / Consultant Roles
September 2022 Community Meeting (Workshop or Open House) DELIVERABLES: - One (1) two-hour public meeting that may be conducted virtually or in-person depending on state and local COVID-19 guidelines. - The consultant will provide a summary of findings following the workshop or open house.	• The purpose of the community meeting is to share key information from the project on the draft Housing Needs Analysis (containing both the Residential Land Need Analysis and measures to accommodate needed housing), and to solicit feedback to be included in the production of the final HNA. • The meeting will present information about, and solicit input from, the public regarding potential changes to the City's comprehensive plan and land use regulations to address the housing and residential land needs determined in previous tasks, including strategies that can be folded into the Housing Implementation Plan (HIP) that will follow the completion of the HNA.	• Post on City website, social media, email blasts, newsletter, and utility bills • Direct outreach to Community Based Organizations and Social Service Providers	CITY: • Schedule meeting • Promote and distribute information about the meeting. • Assist in coordinating meeting logistics. • Review and provide comments on meeting materials. CP: • Prepare a graphically compelling and easy to understand workshop or open house presentation. • Facilitate a participation and feedback activity with participants, with assistance from City staff.

Involvement Activity / Timeline	Purpose / Outcomes	Notification Methods	Staff / Consultant Roles
September 2022 Joint Planning Commission (PC) / City Council (CC) Worksession #2 DELIVERABLES: - One (1) two-hour public meeting that may be conducted virtually or in-person depending on state and local COVID-19 guidelines. - The Consultant will prepare and deliver a slide presentation and facilitate the meeting.	• The purpose of the second joint meeting is to present the draft HNA and solicit feedback on it from the CC and PC.	• Post meeting notice and publicize meeting	CITY: • Schedule the meeting, prepare agenda, and assist with facilitating discussion among the CC and PC. • Provide a summary of the meeting in meeting minutes. CP: • Prepare and deliver a slide presentation and facilitate the meeting.

Involvement Activity / Timeline	Purpose / Outcomes	Notification Methods	Staff / Consultant Roles
March - October 2022 City-Led Engagement Activities	Members of the City team are encouraged to conduct targeted outreach to the community throughout the course of the project. Engagement activities may include interviews with key stakeholders, focus groups, news articles, public information campaigns, and other efforts identified by the City team.		CITY: Schedule and conduct engagement activities CP: Advise on structure and content of engagement efforts
October 2022 - June 2023 Housing Implementation Plan -	3 PMT meetings 2 PC/CC worksessions - Virtual Community Engagement Event		

Key Messaging

Responses to anticipated questions and concerns from the general public about the Housing Needs Analysis and Housing Implementation Plan. The goal of building responses to key questions is to provide consistent messaging and transparency to the public. The key messages will be updated as additional questions and concerns arise from the public throughout the involvement process, and will be drafted in a way that provides clear information that is both engaging and relatable.

- ***What is a Housing Needs Analysis?***

A Housing Needs Analysis (HNA) is a study of a city's existing and future housing needs. The HNA is used to determine if the city has enough land zoned for housing to meet projected needs over 20 years. It also helps a city determine if more land is needed for specific type(s) of housing, such as apartments or single-family detached houses. Further, the findings of an HNA help the city to identify strategies and solutions to facilitate development of the housing that is needed, such as zoning changes or incentive programs.

- ***What is a Housing Implementation Plan?***

A Housing Implementation Plan (HIP) is a document that identifies a set of actions the city will undertake to facilitate development of needed housing. The HIP builds on the research and information provided in the HNA. The HIP includes more specific information about actions the city will take, how the actions will be prioritized, a timeline of actions, partner agencies or organizations, and funding needed.

- ***What will happen after the HNA and HIP are complete and adopted by the City?***

Once the HNA and HIP have been adopted, the City will begin to implement actions and changes that were identified in the plans. This may include initiating a zoning code update, rezoning certain areas, applying to the state for an expansion of the urban growth boundary, establishing incentive programs, and other actions. Each of these actions will involve additional public outreach and engagement and the actions will be implemented over several months or years.

- ***What is the timeline for this project?***

The project began in February 2022. The HNA will be completed in September of 2022 and the HIP will be completed in Summer of 2023.

- ***How can I get involved?***

- **Contact list:**
- **E-Blast:**
- **Spread the word:**
- **Open houses:**
- **Public meetings:**
- **Online:**

- ***How will the public be engaged in the process?***

Equitable public engagement and involvement are integral to the success of this project. The primary public engagement objectives are to:

- Collaborate with community partners to involve a broad spectrum of the community in the planning process in order to ensure the report reflects the community as a whole and identifies ways to advance equitable access to housing.
- Lay the groundwork for updating tools, actions and policies to ensure the updates will be responsive to the needs of housing consumers and producers in Yachats.
- Understand the community's priorities and concerns with regard to potential changes that may take place in their neighborhoods as a result of measures identified to accommodate needed housing and implementation of the tools, policies, actions and strategies in the HNA and HIP.

These goals will be met through a range of engagement techniques, such as public open houses, small group meetings, and meetings of the Planning Commission and City Council. For more information, please contact **[add contact information]**.

- ***What is HB 2003? Why was it passed?***

In 2019, the Oregon Legislature passed House Bill 2003, requiring medium and large communities in the state to make plans to meet the diverse housing needs of Oregonians. The law requires Oregon's medium and large cities to study the future housing needs of their residents and to develop strategies to make sure the housing needed is produced.

- ***Which jurisdictions are required to conduct a Housing Needs Analysis?***

HB 2003 requires cities in Oregon with a population greater than 10,000 to analyze what housing is needed for current and future residents and update a local Housing Needs Analysis (HNA) every six to eight years. The bill also requires each city to adopt a

housing production strategy within a year of completing the analysis. The strategy must list specific actions the city will take to promote the development of all identified housing needs – such as revising regulations or providing financial incentives.

- ***Why is the City of Yachats creating these plans if they are not required by the state?***

Though the City of Yachats is not required by the state to produce a Housing Needs Analysis or a Housing Production Strategy, the City was awarded a technical assistance grant through the Department of Land Conservation and Development (DLCD) to produce its first Housing Needs Analysis and Housing Implementation Plan. The goals of this project include developing an updated understanding of what housing is needed for current and future residents and recommending a set of actions for the City to take to promote the development of all identified housing needs.

LIST OF PROPOSED YMC REVISIONS

COMPOSITE – Dickinson – Danos – Theilacker (colors indicate author)
Version 03-17-2022

Dickinson: Items with an asterisk * would be intended to add aesthetic conditions to individual sections, without having to write a separate Architectural Design Standards ordinance. There are probably several other Ordinance Sections which could be easily added to or modified to enact additional enhancement standards without causing undue hardship on the public. These could include landscaping, screening, etc.

Danos: Reviewing the code, definitions need to be revised for several areas within the code to be better comprehended. My first recommendations would be to revise the following within the DEFINITIONS section of the code:

Theilacker: *The following comments are based on my review of Title 9, Zoning and Land Use of the Yachats Municipal Code, and limited observation of local building and development. I believe it would be very helpful for the Planning Commission to review some number (10?) of recently approved building permits for new development in the City and visit those sites where development has since occurred, or is occurring, to see the results. That would allow us to evaluate: a) is the site developed to our zoning requirements, and b) are there site or development components that could be better addressed through new or amended ordinance provisions?*

A. DEFINITIONS - YMC 9.04.030

Consider adding **"ACCESSORY DWELLING UNIT"** At the moment the code has a definition for an **"ACCESSORY STRUCTURE or ACCESSORY USE"** but does not have a definition for an ADU.

"ACCESSORY STRUCTURE OR ACCESSORY USE": Means a structure or use incidental and subordinate to the main use of a property and located on the same lot as the main use. Currently ADUs allowed in R-3, R-4 and C-1 zones. They are not listed under Permitted Uses for any zone using the wording "Accessory Dwelling Unit" which is the wording best currently understood for an accessory building installed on a property for use as residential or as an office/studio.

Sample definitions:

"ACCESSORY DWELLING UNIT (ADU)": Means a habitable living unit added to, created within, or detached from a primary single-family dwelling and contained on one lot.

“ACCESSORY DWELLING UNIT (ADU)”: Means a residential living unit on the same parcel as a single-family dwelling or a multifamily structure. The ADU provides complete independent living facilities for one or more persons. It may take various forms: a detached unit; a unit that is part of an accessory structure, such as a detached garage; or a unit that is part of an expanded or remodeled single-family unit or a unit in a multifamily dwelling.

“APARTMENT”:

Current Definition: Means a dwelling unit as defined in this section.

Revised Definition Suggestion:

“APARTMENT”: Dwelling unit, which includes at least a sleeping area, full bath and kitchen rented for a fixed amount and time.

“Building Code” (add) – suggested: “means applicable building, fire and safety codes adopted by state, county and municipal agencies in which the subject property is located.” Or similar wording.

“Building Coverage” see comments for **“Lot Coverage”** below

“Clear Vision” (add) – is used several places within Title 9. Reference Ordinance section or write?

Consider adding “COTTAGE CLUSTER”

Samples:

“COTTAGE CLUSTER” means a residential development containing a cohesive cluster of small dwelling units gathered around one or more Common Green Spaces. Cottage cluster may also have shared community garden plots, recreation facilities, and other ancillary uses.

“COTTAGE CLUSTER” means a grouping of no fewer than three detached dwelling units on the same lot of record, with each dwelling unit having a footprint of less than 900 square feet, all dwellings sharing a common area on the lot of record, and internal ADA- compliant pathways connecting each dwelling to common space, vehicle parking, and sidewalks.

“DECK/PORCH”

Current Definition: Means an outside walking area, the floor of which is elevated more than eight (8) inches from grade.

Revised suggestion: Separate the two words and add a definition for “PATIO” This can help clarify and assist in including the need for permeable paving as well as what is included in lot coverage allowed.

Definition Suggestions:

“DECK”: A flat surface capable of supporting weight, similar to a floor, but typically constructed outdoors, often elevated from the ground, and usually connected to a building.

“Deck”: Means an unenclosed amenity area or platform that may be attached to a dwelling and is intended for the purpose of outdoor dining, lounging and other similar accessory residential use.

“HEIGHT OF BUILDING”

Current definition: means the vertical distance from the average finished grade to the highest point of the building plus any fill above the natural grade. To determine building height, calculate the average building height for each side: Add the shortest building height and the tallest building height, then divide the two (2) building heights by two (2). Add together the average height for each side and divide by the number of sides.

Revised Definition suggestion:

“HEIGHT OF BUILDING”: Building height means the vertical distance measured from the average between the highest to lowest natural/existing or proposed lot grades around the perimeter of the structure to the highest point of the roof. When determining whether to utilize existing or proposed grade, whichever is most restrictive and results in the lowest allowed building

“Hotel” (revise?) – consider adding descriptions “on-site staff for check-in and management, cleaning. Does not have kitchen facilities.”? Definition could be made clearer. Research other cities’ & county definitions.

“HOTEL” and “MOTEL” currently the code has two different definitions, and it does have a separate definition for an **“APARTMENT HOTEL”** which is:

“APARTMENT HOTEL” means a building or portion thereof designed for or containing both individual guest rooms or suites of rooms and dwelling units but excluding all facilities coming within the definition of “bed and breakfast facility.”

Current definition: “Hotel” means any building containing guest rooms which are rented or hired out to be occupied for sleeping purposes for guests, excluding any facility which meets the definition of “bed and breakfast facility.”

“Motel” means a series of sleeping units, each having a separate entrance, composed of one or more bedrooms and bathroom, excluding any facility which meets the definition of “bed and breakfast facility.”

Revised Definition Suggestions:

“HOTEL or MOTEL” means a facility with guest rooms or suites, with or without kitchen facilities, rented to the general public for transient lodging. Hotels typically include a variety of services in addition to lodging, for example, restaurants, meeting facilities, personal services, etc.

“HOTEL”: Means any structure or any portion of any structure containing three or more units, which is occupied or intended or designed for occupancy by transients for dwelling, lodging or sleeping purposes, and includes any hotel, inn, tourist home or house.

The term **“Lot Coverage”** is somewhat misleading, and might be more appropriately termed **“Building Coverage”**. Under the current zoning provisions, any residentially or commercially zoned lot can be covered up to 100% with impervious surfaces. A lot which is fully covered with impervious surfaces is not likely to address stormwater runoff, which can impact abutting lots. A newly defined **“Lot Coverage”**, or **“Maximum Impervious Coverage”** standard should be added to all of the residential and commercial districts which limits the extent of total lot coverage, and instead allowing stormwater due to development to be infiltrated, detained, or absorbed on-site.

“Lot Line, Street Side” (add) – describes side lot line at abutting street. Research other cities’ & county definitions.

“PATIO”: a paved outdoor area adjoining a house.

“PATIO”: An area consisting of natural or man-made material constructed at or near grade level, intended for use as an outdoor living area, and not enclosed by a permanent roof or awning.

“Parking Space” (revise) – delete last sentence “Required off-street parking shall not be located in a required yard that abuts a street” – this requirement belongs in Parking 9,48., if it is truly applicable to all zoning districts. If it is applicable only to the Commercial zone, it belongs within that zone’s Standards.

“Parking Space, Accessible” (add) – Needed to make reference to ADA requirements, and proposed new paragraph in C., below.

The term **“RECREATIONAL VEHICLE”** appears in several locations within the code. Without clarifying definition as what a “recreational vehicle” is anything from a 10’ pull behind trailer to a 50’ vehicle would fall under the term “recreational vehicle”.

Suggestions for Additional Recreational Vehicle definitions:

"Recreational Vehicles" (RVs) shall be defined as campers, camping tents, travel trailers, motor homes, boats, or similar recreational vehicles. Boats must be on a trailer, except for non-motorized personal watercraft.

"Motorized recreational vehicle" means a motor home built on a truck or bus chassis or a van chassis which usually has a section overhanging the cab. All these vehicles are powered by internal combustion engines that run on gasoline, diesel, batteries or other fuel. Van campers and pickup truck campers are excluded from the recreational vehicle definition. Inoperative vehicles are prohibited.

"Non-motorized recreational vehicle" means a conventional travel trailer, or a fifth wheel trailer utilized for recreational purposes and designed to be towed by a vehicle. Boats, horse trailers, utility trailers for storing recreational equipment or other equipment and all-terrain vehicles stored on trailers utilized for recreational purposes are considered non-motorized recreational vehicles. Pickup truck camper shells which have been removed from the vehicle and stored are considered non-motorized recreational vehicles and shall conform to the provisions of this title

"Oversized Recreational Vehicle" an oversized vehicle is any vehicle, which exceeds any of the following dimensions: twenty (20) feet in length, nine (9) feet in height or seven (7) feet in width. Motor homes and recreational vehicles exceeding these measurements are examples of oversized vehicles.

"Off-Highway Recreational Vehicle" (OHRV) shall be defined as jet skis, four-wheelers, or snowmobiles, or similar off-highway recreational vehicles, and may be on a trailer or not.

"PORCH": Is an open structure that has breathable walls, but protection above it, usually, a covered shelter projecting in front of the entrance of a building.

"Yard" (clarify) – contains reference to a "court", but "court" not defined. Is a definition for "court" needed (research others' definitions)?

"Yard, Street Side" (add) – describes side yard at abutting street – used several places in YMC

COMMENTS AFFECTING MULTIPLE RESIDENTIAL ZONING DISTRICTS – 9.12 R1, 9.16 R2, 9.20 R3, and 9.24 R4:

In **.040E Standards sections of R1, R2, R3, and R4** – suggest adding to "see also Definitions 9.04.030 parking space".

***In .040 Standards sections of R1, R2, R3, and R4** – it may be beneficial to set a standard for maximum % of front yard paved, with remaining areas landscaped?

.040 Standards R1, R-2, R-3, and R-4 Zoning Districts

C. Building Height – change to reflect better definition. We should discuss a review of allowable height especially on the west side of the city. Currently there are some CC&R restrictions, but they are very old and can easily be changed leaving a lot of areas at risk of being over built with regards to heights of single-family homes.

D. Lot Coverage: Structures, including, but not limited to buildings, porches and decks shall not occupy more than thirty (30) percent of the total area. **Revise deck/porch/patio definitions and include permeable paving specification.**

On Lot Sewage: Within **Chapter 9.12 (R-1 District)**, the standards of Section 9.12.040 require a minimum lot area of 7,500 sq.ft. for one-family dwellings where both public water and sewer exist, and a minimum lot area of 20,000 sq.ft. for one-family dwellings where public water exists but public sewer does not. This increase in the required minimum lot area is necessary to accommodate an on-lot sewage disposal system. However, in Chapter 9.16 (R-2 District), the standards of Section 9.16.040 only require a 1,500 sq.ft. increase in the minimum lot area for one-family dwellings, and an increase of 7,500 sq.ft. for two-family dwellings, where no public sewer exists. These increases in required minimum lot area appear inadequate for accommodating an on-lot sewage disposal system. The same inadequacy is true for Section 9.20.040 in Chapter 9.20 (R-3 District). Interestingly, for Chapter 9.24 (R-4 District), the standards of Section 9.24.040 require an increased minimum lot area of 20,000 sq.ft. where no public sewer exists. There may only be a few areas of the City remaining without access to public sewer, in which case resolving this issue may not be a high priority, but nevertheless could be problematic.

COMMENTS – 9.12 R1 RESIDENTIAL ZONE

Chapter 9.12.020 – R-1 Residential Zone

E. Planned Unit Development (PUD): Planned unit development. (P.U.D.) except for a manufactured home P.U.D. See Chapter 9.60

Revised recommendation: The code states that a PUD is allowed in R-1 zones but must meet the requirement of 2 contiguous acres. This requirement should be included under this section as allowable but should state at the beginning “on a minimum two (2) contiguous acre lot a P.U.D. is allowable.

9.12.040 Standards States in part:

B-2Corner side yards shall not be used for.....permanent storage of trailers, boats, and recreational vehicles.....**See Comments for 9.68.060 Recreational Vehicles**

Within the R-2 District, Section 9.16.030.C (Home Occupations) includes the text “...See Definitions”. The text for Home Occupations in the R-1 District does not include “...See Definitions”, and should to be consistent with the text in the other R Districts.

In the R-1 District, the **lot coverage provision of Section 9.12.040.D** limits buildings and structures to a maximum of 30% of the total lot area. It would be good for the Planning Commission to review some recently approved building plans to see if this lot coverage requirement is being observed. If some recently approved residential dwellings have exceeded the 30% lot coverage requirement, should this limitation be increased? This comment applies to the lot coverage regulations for all four residential districts.

COMMENTS – 9.24 R4 RESIDENTIAL ZONE

Motel, Hotel, and Resort Uses

In the **R-4 District, Section 9.24.020.K** permits a motel, hotel, or resort by-right when proposed on at least one acre of land with direct access provided from U.S. Highway 101 only, and with accessory commercial uses. According to Section 9.24.030.P, a motel, hotel, or resort is permitted subject to Conditional Use approval when proposed on less than one acre of land with accessory commercial uses. This provision omits the text “.....with direct access provided from U.S. Highway 101 only....”. Is this omission intentional or an oversight? In the C-1 District, Section 9.28.010.N permits a motel, hotel, or resort by-right when

proposed on at least one acre of land with direct access provided from U.S. Highway 101 only, and with accessory commercial uses. Section 9.28.020.V.1, which permits a motel, hotel, or resort subject to Conditional Use, includes the text “...with direct access provided from U.S. Highway 101 only”.

As a related issue, note that in the C-1 District, Section 9.28.020 only provides for a motel, hotel, or resort by Conditional Use when proposed on less than an acre of land with direct access provided from.....when it is part of a Formula business. However, a motel, hotel, or resort which is not part of a Formula business, and when proposed for lots under an acre, is not listed as a use permitted by Conditional Use. Is this omission intentional or an oversight?

COMMENTS – 9.28 C1 RETAIL COMMERCIAL ZONE

In the **C-1 District**, **Section 9.28.010** allows by-right any use permitted outright in any of the residential zones (R-1, R-2, R-3, R-4). If the City’s commercially zoned land is at a premium (scarce relative to the other four districts), perhaps some new residential uses should be discouraged from locating in the C-1 District. Some forms of residential use may be incompatible with commercial uses. For example, the C-1 District could be amended to allow for residential dwellings (apartments) on upper floors of commercial buildings, and to allow for live/work units. The total prohibition of single-family dwellings in the C-1 District may be politically challenging. If desired, establishing a new single-family dwelling on an existing lot of record (but preventing the subdivision of C-1 land for new residential lots) could be considered a permitted use. In addition, the current ordinance requirement of Conditional Use approval for a proposed mix of commercial and residential uses on the same site probably should be deleted in favor of allowing a mix of commercial and residential uses on the same site as a by-right use. This change would help to encourage the establishment of multi-story buildings with commercial uses on the first floor and residential use of upper floors.

Within the **C-1 District**, **Section 9.28.010.K** permits by-right an auto service station with Highway 101 access (and without supplemental standards). Section 9.28.020.V.2 permits an auto-service station with Highway 101 access, and which is part of a Formula business, subject to Conditional Use approval. Auto service stations are evolving to the point where vehicle services are limited primarily to fuel dispensing, with almost equal attention given to retail services (the sale of fast-food and pre-packaged goods) offered to motorists. The number of fuel

dispensing stations within a service station has also increased, which in turn increases the number of vehicles which can be fueled at one time, and many of these stations now tend to be 24/7 operations. New auto service stations, or quick-service food stores that also sell gas, typically generate more traffic than their older counterparts, and can lead to other issues, such as excessive outdoor lighting during the evening hours. It would be cleaner to simply make any auto service station in the C-1 District subject to Conditional Use approval.

***In C1 Standards (9.28.030)** – consider making an F.1 and F.2, where F.2 would set a standard for parking setbacks from street lot lines: “Where parking is established between the building and Front or Street Side property lines, parking spaces shall be set back ____ (____) feet from the property line.” This would establish a landscape strip between parking and the street. It would require that parking requirement 9.48.010.H. also be revised. Since this as proposed would not apply to districts other than C1, it belongs in C1 Requirements rather than in Parking 9.48. It would need to be coordinated with Items C.4 and C.5., below.

9.28.030 C1 Retail Commercial Zone Standards –

G. Residential – only uses:

1. Yards: Yards proposed to be less than the minimum yard requirements which apply in the residential zones shall be subject to approval by the Planning Commission through a public hearing in accordance with Chapter 9.72 Conditional Uses

I am confused by this because when the house installed on the commercial lots located at 7th and 101 the explanation regarding the extent to which that lot was being covered was that the underlying zone dictated the allowed lot coverage (R-4 or C-1). The standard above seems to disagree with that. Do “Yard requirement” and “Lot coverage” overlap in meaning/requirements?

Perhaps clarification and adjustment need to be made:

****Regarding lot coverage of R-2, R-3, R-4 and C-1, if a single-family home is placed on a lot zoned anything but R-1 restrict lot coverage to the coverage allowed on a R-1 lot rather than allow a single-family home built on a lot zoned for multi-family or commercial to occupy the coverage allowed for the higher density use.

The **C-1 District** lacks any site landscaping requirements for new development except where a proposed commercial use abuts a residential (zoning) district, in which case a fence, wall, hedge, or landscaping is required to buffer the

commercial use from the residential district. An attractive commercial site design usually includes landscaping, which can be provided along street frontages, within parking areas, used to screen dumpsters and loading areas, and as foundational plantings. This can be achieved through zoning by limiting the total lot coverage or maximum impervious coverage, and/or by requiring a minimum percentage of the site to be landscaped, and by requiring parking lot landscaping based on a minimum number of spaces and parking lot design. Retention of existing native vegetation (trees and shrubs) on-site should also be encouraged by allowing it to off-set some of the required new planting material. A list of native trees, shrubs, and ground plantings appropriate for coastal environments should be prepared and included as an appendix in Title 9.

In Chapter 9.28 (C-1 District), Section 9.28.030.A.1.C increases the required width of a lot when public sewer is not available, but the remaining standards do not address a minimum lot area requirement when public sewer is not available. This is probably an oversight.

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Parking lot landscaping should also be required for other types of uses with extensive surface parking, such as churches, garden apartment complexes, medical clinics, etc. Landscape design standards should encourage developers to utilize rain gardens, vegetative swales, and other areas of the proposed site that can infiltrate stormwater.

As a related issue, note that in the **C-1 District, Section 9.28.020** only provides for a motel, hotel, or resort by Conditional Use when proposed on less than an acre of land with direct access provided from.....when it is part of a Formula business. However, a motel, hotel, or resort which is not part of a Formula business, and when proposed for lots under an acre, is not listed as a use permitted by Conditional Use. Is this omission intentional or an oversight? **See previous comments in 9.24 R4 Zone, above.**

COMMENTS – 9.48 PARKING

In Section 9.48.010 Parking General Requirements:

Add a paragraph relating to “clear vision”, 9.64.010.A. May require different wording so as relate to private property instead of street design and construction.

Revisit D, distance from building to parking – the current 500 feet perhaps should be reduced given the scale of our community. That distance is half-way through town. I would suggest something more like 200 feet.

E. Off-Street Parking: Rather than referring to Chapter 9.48 give the number of required spaces and size under each residential zone.

Revisit F., drainage – delete last word “sidewalks” and substitute “property”. That way the requirement would preclude drainage from private property across sidewalks, rights-of-way, etc.

F. Areas used for parking and maneuvering of vehicles shall have surfaces such as gravel, pavement, tile, brick or concrete material suitable for parking a vehicle, improved to minimum City Road standards, maintained adequately for all-weather use, and be so drained as to avoid flow of water across public sidewalks.

Revise with: Add permeable paving preference.

Revise: And be so drained as to avoid flow of water across public sidewalks.

To: Avoid run off affecting or across adjoining properties, public streets and sidewalks.

Revise G., last sentence – the 5 foot high fence requirement appears to be in conflict with the “clear vision standards” – wording is unclear – clarify. Some clarification and coordination between G. and H. is needed, as noted in 5., below, and B.3., above.

*Revise H., distance of parking to lot line – the current requirement of placing a parking bumper 4.5 ft. from the lot line yields a 2 ft. or less “no-man’s” land strip, unsuitable for shrubs or ground cover. It also does not take into account the screening fence required in G. **Along streets**, I suggest increasing required distance to perhaps 6 feet which would yield a

more reasonable 3.5 ft. space for shrubbery between the fence required in G, and the property line. *Shrubbery between the fence and the street would be an aesthetic enhancement. This would have to be considered taking into account B.3., above. *Perhaps also add a requirement that the strip be landscaped with native shrubbery. Where **not along streets** but taking into account the required screening fence, consider reducing that setback to a distance sufficient for the fence. Consider making an H.1 and H.2 to separate the two conditions. Considerable rewriting would be required.

Revisit J., four spaces rule – could stand some clarification on how the required driveway intersects with the street and that all exiting of the parking lot must be by forward-moving actions. Safety consideration.

Introduce a section concerning parking lot drive aisles – required widths for 90 degree and angled parking, how drive aisles exit onto streets, how drive aisles need to conform to clear vision standards (by reference), etc.

Add a section that commercial and governmental use parking lots require “accessible parking spaces” in accordance with applicable requirements of the Americans With Disability Act. It appears to be included nowhere else in the Code. This important requirement and should be listed.

(add from 9.40.030 “Parking Space” definition) “Required off-street parking shall not be located in a required yard that abuts a street” **However** – this requirement is unclear. Does it apply to residential zones, Commercial and Public Facilities zones, or both? Is this really what is intended? It may conflict with other requirements. Review in broad scope.

*Perhaps introduce a landscaping requirement within commercial and governmental use parking lots – possibly a percentage of the parking lot be landscaped / a minimum ____ (___) foot wide planter island be required for each 10 spaces, or both or something similar.

Perhaps introduce a section regulating how parking spaces abut sidewalks: That sidewalks in front of parking spaces are required to be a minimum of 7.5 feet wide where parking spaces abut without a curb bumper – and – sidewalks 5 feet wide shall have a curb bumper installed at 2 to 2.5 ft from the sidewalk edge (both to accommodate vehicle overhangs so they do not protrude into ADA-required sidewalk width).

COMMENTS – 9.68 MANUFACTURED DWELLING PARKS and RECREATIONAL VEHICLES

Chapter 9.16.020 R-2 Permitted uses (pertains to R-1 thru R-4):

B. States that a recreational vehicle is allowed during construction and must be removed within one year.

Then C: Recreational Vehicle. See Chapter 9.68.020

9.68.020 B states Recreational vehicles may be parked on owner's personal lot only, unless in commercial storage. **Does not address use or long-term personal storage**

9.12.040 Standards States in part:

B-2Corner side yards shall not be used for.....permanent storage of trailers, boats, and recreational vehicles.....

9.68.060 Recreational Vehicles:

Recreational vehicles may be parked by an owner on his or her own land for non-rental temporary living purposes as follows:

- A. The recreational vehicle shall be accessory to a permanent residential dwelling.
- B. Recreational vehicles shall not be connected to the City sanitary sewer system.
- C. No more than thirty (30) days per calendar year with no more than fourteen (14) consecutive days for any one stay. Requests for extended time limits requires approval by the Planning Commission through a Variance procedure.
- D. Review Procedure. An executed permit is required before any person occupies a recreational vehicle for temporary living purposes. Failure to complete the application form and secure an executed permit in advance is a violation of City Code.

Recommendation: Clarity is needed regarding the use and storage of recreational vehicles. What types and sizes of Recreational Vehicles are meant; 20'? 35'? 50'? Fifth wheel? Boat trailer? Can they be permanently stored on a residential property? If so, how? It also could be helpful to include a limitation on vehicle size i.e.. "Oversized vehicles" when revising parking codes.

Attached is a sample draft for revising Section 9.68.060. (Mattison Document 2019)

COMMENTS – Other YMC Sections as noted

Section 9.40.030 Standards, Public Facilities Zone – Are some of the standards listed in the C1 zone needed in this zone (parking, landscaping, etc.)?

Section 9.52.060, County Road 804 requirements – this section will require some revision when the City takes possession of that road. Perhaps keep the same requirements, review, add / remove some.

Section 9.52.070 Shoreland Setbacks – add “and Protection” to the title. The section includes protection standards in addition to setbacks.

Section 9.52.160.B. (clarify) – Clarify that the setback reduction to minimum 5 feet applies to the residence living areas as well, per recent City Planner interpretation.

9.60 Planned Unit Development

The provisions of Chapter 9.60, Planned Unit Development, require a minimum of 40% of a PUD’s total acreage to be dedicated or reserved as usable common open space (see Section 9.60.020.H). Yet, Chapter 9.62, Townhouse Planned Unit Development, states that the Planning Commission may require up to 5% of a TPUD’s total acreage be set aside for park and recreation purposes (see Section 9.62.050.C). No other open space is required for a TPUD. The significant difference in required open space for these two types of planned unit developments seems unusual and perhaps made in error. Why would the residents of a townhouse PUD need less open space than a PUD consisting of other dwelling unit types? The much smaller open space requirement for a TPUD may also incentivize developers to build townhouse developments rather than PUD’s with other dwelling types.

Section 9.64 Street Construction and Design – perhaps should be renamed to “Street and Driveway Design and Construction” to better describe its contents.

The provisions of **Sections 9.84.030 and 9.88.060** regarding public notice requirements for amending the City’s Zoning Ordinance text or map appear to be out-of-date based on current Oregon Planning Law (google Oregon Ballot Measure 56). The City Planner should work with the City’s Attorney to evaluate the current public notice requirements of Title 9 and craft new language for these two Sections consistent with Oregon Planning Law.

ADDITIONAL COMMENTS with multiple ramifications

Home Occupations

As a related issue, Home Occupations that meet all the standards (1 thru 8) of Section 9.72.050.D can be permitted administratively by the City Planner, i.e., without the need for Conditional Use approval. Assuming that most Home Occupations proposed in Yachats in the past have met these standards and have been permitted administratively, perhaps this use would be more appropriately listed as a permitted use rather than one that is subject to Conditional Use. Under Permitted Uses, “Home Occupations” could be reworded as follows: “Home occupations when conforming to the Supplementary Use and Design Regulations of Chapter 9.52”. The nine standards for home occupations currently found in the Conditional Use chapter (9.72) could be moved to Chapter 9.52, and standard 9 revised to read: “Home occupations that do not conform to standards 1 through 8 above may be permitted subject to Conditional Use approval.”

Procedural issues

At the Planning Commission’s December, 2021 meeting, there seemed to be some confusion among staff and Commissioners as to whether a complete Conditional Use application required the submittal of a site development plan. Section 9.72.030 of Chapter 9.72, Conditional Use, states: “Building permits for all or any portion of a conditional use shall be issued only on the basis of the plan as approved by the Planning Commission.” Clearly this provision and the sentence that follows it assume that the Conditional Use application includes a site plan that is reviewed and approved by the Planning Commission. To minimize this confusion in the future, a section listing minimal submittal requirements for CU applications should be added to Section 9.72.020 of Chapter 9.72, Conditional Use. Uses requiring Conditional Use approval are typically considered uses of special impact, and as such, a site plan accompanying other application material is necessary to allow City staff and the Planning Commission to understand and

address potential impacts, and include reasonable conditions to mitigate such impacts as part of a CU approval. It would be good to review the City's Conditional Use application form to see what submittals are currently required of an applicant, and whether this form should also be updated to require a site plan. The following sample text outlines the contents of a site plan required as part of a Conditional Use application. Additional application materials may be required based on the specific use.

Site Plan. *The application for conditional use shall be accompanied by a proposed site plan to include the following information:*

- (1) Site plan shall be drawn to scale of one inch equals 100 feet.*
- (2) Either as part of the site plan, or on a separate sheet drawn to the same scale as the site plan, existing site features shall be shown, including ground topography (contours), wooded or naturally vegetated areas, trees of 8 inches DBH or greater, floodplains, shorelines, wetlands, riparian corridors, geologic hazard zone, and any existing buildings, roads, trails, fences, or other physical improvements, and all existing easements.*
- (3) Location, dimensions, use, coverage, and height of proposed buildings and proposed improvements in relation to property and street lines.*
- (4) Dimensional features showing compliance with the applicable area, width, coverage, yard, natural and historic protection standards, and other design standards as specified in this Chapter.*
- (5) Location, dimension, and arrangements of proposed facilities including sidewalks, parking areas, site access, and interior circulation, off-street loading and unloading, and lighting for these areas.*
- (6) Location, dimensions, and arrangement of all areas devoted to open space, retention of existing trees and vegetation, proposed ground cover, trees and other native plantings, and recreation.*
- (7) Provisions for handling of stormwater drainage, treatment of disposal of sewage, and supply of water.*
- (8) A copy of the last recorded subdivision plan of which the property is part.*
- (9) Locations and designs of all on-site and off-site improvements related to access control and traffic capacity.*

LIST OF PROPOSED YMC TITLE 9 REVISIONS

JOHN THEILACKER

03-05-22

Note: The following comments are based on my review of Title 9, Zoning and Land Use of the Yachats Municipal Code, and limited observation of local building and development. I believe it would be very helpful for the Planning Commission to review some number (10?) of recently approved building permits for new development in the City and visit those sites where development has since occurred, or is occurring, to see the results. That would allow us to evaluate: a) is the site developed to our zoning requirements, and b) are there site or development components that could be better addressed through new or amended ordinance provisions?

Commercial

1. In the C-1 District, Section 9.28.010 allows by-right any use permitted outright in any of the residential zones (R-1, R-2, R-3, R-4). If the City's commercially zoned land is at a premium (scarce relative to the other four districts), perhaps some new residential uses should be discouraged from locating in the C-1 District. Some forms of residential use may be incompatible with commercial uses. For example, the C-1 District could be amended to allow for residential dwellings (apartments) on upper floors of commercial buildings, and to allow for live/work units. The total prohibition of single-family dwellings in the C-1 District may be politically challenging. If desired, establishing a new single-family dwelling on an existing lot of record (but preventing the subdivision of C-1 land for new residential lots) could be considered a permitted use. In addition, the current ordinance requirement of Conditional Use approval for a proposed mix of commercial and residential uses on the same site probably should be deleted in favor of allowing a mix of commercial and residential uses on the same site as a by-right use. This change would help to encourage the establishment of multi-story buildings with commercial uses on the first floor and residential use of upper floors.
2. Within the C-1 District, Section 9.28.010.K permits by-right an auto service station with Highway 101 access (and without supplemental standards). Section 9.28.020.V.2 permits an auto-service station with Highway 101 access, and which is part of a Formula business, subject to Conditional Use

approval. Auto service stations are evolving to the point where vehicle services are limited primarily to fuel dispensing, with almost equal attention given to retail services (the sale of fast-food and pre-packaged goods) offered to motorists. The number of fuel dispensing stations within a service station has also increased, which in turn increases the number of vehicles which can be fueled at one time, and many of these stations now tend to be 24/7 operations. New auto service stations, or quick-service food stores that also sell gas, typically generate more traffic than their older counterparts, and can lead to other issues, such as excessive outdoor lighting during the evening hours. It would be cleaner to simply make any auto service station in the C-1 District subject to Conditional Use approval.

3. The C-1 District lacks any site landscaping requirements for new development except where a proposed commercial use abuts a residential (zoning) district, in which case a fence, wall, hedge, or landscaping is required to buffer the commercial use from the residential district. An attractive commercial site design usually includes landscaping, which can be provided along street frontages, within parking areas, used to screen dumpsters and loading areas, and as foundational plantings. This can be achieved through zoning by limiting the total lot coverage or maximum impervious coverage, and/or by requiring a minimum percentage of the site to be landscaped, and by requiring parking lot landscaping based on a minimum number of spaces and parking lot design. Retention of existing native vegetation (trees and shrubs) on-site should also be encouraged by allowing it to off-set some of the required new planting material. A list of native trees, shrubs, and ground plantings appropriate for coastal environments should be prepared and included as an appendix in Title 9.
4. Parking lot landscaping should also be required for other types of uses with extensive surface parking, such as churches, garden apartment complexes, medical clinics, etc. Landscape design standards should encourage developers to utilize rain gardens, vegetative swales, and other areas of the proposed site that can infiltrate stormwater.

Lot Coverage

1. In the R-1 District, the lot coverage provision of Section 9.12.040.D limits buildings and structures to a maximum of 30% of the total lot area. It would be good for the Planning Commission to review some recently approved

building plans to see if this lot coverage requirement is being observed. If some recently approved residential dwellings have exceeded the 30% lot coverage requirement, should this limitation be increased? This comment applies to the lot coverage regulations for all four residential districts.

2. As a related issue, the term “Lot Coverage” is somewhat misleading, and might be more appropriately termed “Building Coverage”. Under the current zoning provisions, any residentially or commercially zoned lot can be covered up to 100% with impervious surfaces. A lot which is fully covered with impervious surfaces is not likely to address stormwater runoff, which can impact abutting lots. A newly defined “Lot Coverage”, or “Maximum Impervious Coverage” standard should be added to all of the residential and commercial districts which limits the extent of total lot coverage, and instead allowing stormwater due to development to be infiltrated, detained, or absorbed on-site.

Home Occupations

1. Within the R-2 District, Section 9.16.030.C (Home Occupations) includes the text “...See Definitions”. The text for Home Occupations in the R-1 District does not include “...See Definitions”, and should to be consistent with the text in the other R Districts.
2. As a related issue, Home Occupations that meet all the standards (1 thru 8) of Section 9.72.050.D can be permitted administratively by the City Planner, i.e., without the need for Conditional Use approval. Assuming that most Home Occupations proposed in Yachats in the past have met these standards and have been permitted administratively, perhaps this use would be more appropriately listed as a permitted use rather than one that is subject to Conditional Use. Under Permitted Uses, “Home Occupations” could be reworded as follows: “Home occupations when conforming to the Supplementary Use and Design Regulations of Chapter 9.52”. The nine standards for home occupations currently found in the Conditional Use chapter (9.72) could be moved to Chapter 9.52, and standard 9 revised to read: “Home occupations that do not conform to standards 1 through 8 above may be permitted subject to Conditional Use approval.”

On Lot Sewage

1. Within Chapter 9.12 (R-1 District), the standards of Section 9.12.040 require a minimum lot area of 7,500 sq.ft. for one-family dwellings where both public water and sewer exist, and a minimum lot area of 20,000 sq.ft. for one-family dwellings where public water exists but public sewer does not. This increase in the required minimum lot area is necessary to accommodate an on-lot sewage disposal system. However, in Chapter 9.16 (R-2 District), the standards of Section 9.16.040 only require a 1,500 sq.ft. increase in the minimum lot area for one-family dwellings, and an increase of 7,500 sq.ft. for two-family dwellings, where no public sewer exists. These increases in required minimum lot area appear inadequate for accommodating an on-lot sewage disposal system. The same inadequacy is true for Section 9.20.040 in Chapter 9.20 (R-3 District). Interestingly, for Chapter 9.24 (R-4 District), the standards of Section 9.24.040 require an increased minimum lot area of 20,000 sq.ft. where no public sewer exists. There may only be a few areas of the City remaining without access to public sewer, in which case resolving this issue may not be a high priority, but nevertheless could be problematic.
2. As a related issue, in Chapter 9.28 (C-1 District), Section 9.28.030.A.1.C increases the required width of a lot when public sewer is not available, but the remaining standards do not address a minimum lot area requirement when public sewer is not available. This is probably an oversight.

Planned Unit Development

1. The provisions of Chapter 9.60, Planned Unit Development, require a minimum of 40% of a PUD's total acreage to be dedicated or reserved as usable common open space (see Section 9.60.020.H). Yet, Chapter 9.62, Townhouse Planned Unit Development, states that the Planning Commission may require up to 5% of a TPUD's total acreage be set aside for park and recreation purposes (see Section 9.62.050.C). No other open space is required for a TPUD. The significant difference in required open space for these two types of planned unit developments seems unusual and perhaps made in error. Why would the residents of a townhouse PUD need less open space than a PUD consisting of other dwelling unit types? The much smaller open space requirement for a TPUD may also incentivize developers to build townhouse developments rather than PUD's with other dwelling types.

Motel, Hotel, and Resort Uses

1. In the R-4 District, Section 9.24.020.K permits a motel, hotel, or resort by-right when proposed on at least one acre of land with direct access provided from U.S. Highway 101 only, and with accessory commercial uses. According to Section 9.24.030.P, a motel, hotel, or resort is permitted subject to Conditional Use approval when proposed on less than one acre of land with accessory commercial uses. This provision omits the text “.....with direct access provided from U.S. Highway 101 only....”. Is this omission intentional or an oversight? In the C-1 District, Section 9.28.010.N permits a motel, hotel, or resort by-right when proposed on at least one acre of land with direct access provided from U.S. Highway 101 only, and with accessory commercial uses. Section 9.28.020.V.1, which permits a motel, hotel, or resort subject to Conditional Use, includes the text “...with direct access provided from U.S. Highway 101 only”.
2. As a related issue, note that in the C-1 District, Section 9.28.020 only provides for a motel, hotel, or resort by Conditional Use when proposed on less than an acre of land with direct access provided from.....when it is part of a Formula business. However, a motel, hotel, or resort which is not part of a Formula business, and when proposed for lots under an acre, is not listed as a use permitted by Conditional Use. Is this omission intentional or an oversight?

Procedural issues

1. At the Planning Commission’s December, 2021 meeting, there seemed to be some confusion among staff and Commissioners as to whether a complete Conditional Use application required the submittal of a site development plan. Section 9.72.030 of Chapter 9.72, Conditional Use, states: “Building permits for all or any portion of a conditional use shall be issued only on the basis of the plan as approved by the Planning Commission.” Clearly this provision and the sentence that follows it assume that the Conditional Use application includes a site plan that is reviewed and approved by the Planning Commission. To minimize this confusion in the future, a section listing minimal submittal requirements for CU applications should be added to Section 9.72.020 of Chapter 9.72, Conditional Use. Uses requiring Conditional Use approval are typically considered uses of special impact,

and as such, a site plan accompanying other application material is necessary to allow City staff and the Planning Commission to understand and address potential impacts, and include reasonable conditions to mitigate such impacts as part of a CU approval. It would be good to review the City's Conditional Use application form to see what submittals are currently required of an applicant, and whether this form should also be updated to require a site plan. The following sample text outlines the contents of a site plan required as part of a Conditional Use application. Additional application materials may be required based on the specific use.

Site Plan. The application for conditional use shall be accompanied by a proposed site plan to include the following information:

- (1) Site plan shall be drawn to scale of one inch equals 100 feet.*
- (2) Either as part of the site plan, or on a separate sheet drawn to the same scale as the site plan, existing site features shall be shown, including ground topography (contours), wooded or naturally vegetated areas, trees of 8 inches DBH or greater, floodplains, shorelines, wetlands, riparian corridors, geologic hazard zone, and any existing buildings, roads, trails, fences, or other physical improvements, and all existing easements.*
- (3) Location, dimensions, use, coverage, and height of proposed buildings and proposed improvements in relation to property and street lines.*
- (4) Dimensional features showing compliance with the applicable area, width, coverage, yard, natural and historic protection standards, and other design standards as specified in this Chapter.*
- (5) Location, dimension, and arrangements of proposed facilities including sidewalks, parking areas, site access, and interior circulation, off-street loading and unloading, and lighting for these areas.*
- (6) Location, dimensions, and arrangement of all areas devoted to open space, retention of existing trees and vegetation, proposed ground cover, trees and other native plantings, and recreation.*
- (7) Provisions for handling of stormwater drainage, treatment of disposal of sewage, and supply of water.*
- (8) A copy of the last recorded subdivision plan of which the property is part.*
- (9) Locations and designs of all on-site and off-site improvements related to access control and traffic capacity.*

2. The provisions of Sections 9.84.030 and 9.88.060 regarding public notice requirements for amending the City's Zoning Ordinance text or map appear to be out-of-date based on current Oregon Planning Law (google Oregon Ballot Measure 56). The City Planner should work with the City's Attorney to evaluate the current public notice requirements of Title 9 and craft new language for these two Sections consistent with Oregon Planning Law.

City of Yachats
Planning Commission
 Regular Meeting and Work Session Summary
 January 18, 2022

Work Session began at 2:04 pm

Present: Loren Dickinson, Ariana Carlson, John Theilacker, Lance Bloch, Chair, Christine Orchard, Dayna Capron, Neal Morphis, Acting City Manager, Katherine Guenther, Linn West, Neal Morphis, Christine Orchard (2:28 pm); Hui Rodomsky, John Eyre. Absent, Jacqueline Danos

I. PARKING WORKSHOP UPDATE

(1:24) Dickinson referred to an email from Evan Manville of DLCD and advised everything is moving along; looking to start in the late spring. He gave a short review for Theilacker. Discussion was had regarding getting this done before everything starts up again and then further discussion was had on area included in the project.

II. HOUSING NEEDS ANALYSIS UPDATE

(9:00) Danos is excused today but had advised that John Purcell might be able to answer any questions. Purcell was not present. Dickinson referred to the paperwork Danos sent and advised the study is moving along and modified the scope of the work due to budgetary concerns. Theilacker then indicated that Danos was referring to him and not Purcell. He gave a summary of what was happening. Theilacker indicated the City should get some good GIS mapping out of this project. Theilacker felt it would be good for the community to know this study is taking place as there have been many posts on the Yachats Community Page about housing.

III. 2022-01-06 CITY COUNCIL MEETING REPORT

(14:02) Bloch and Theilacker attended the meeting and Bloch presented what Council addressed regarding Planning. Council decided that at this time a tree protection ordinance was not the best of ideas. Theilacker continued to outline the discussion Council had.

(18:52) Discussion of Little Log Church and repairs versus rebuilding.

(20:15) Request for climate action and Styrofoam ban. Council declined to take action at this time.

(20:39) Charge letters to commissioners to improve communication. Council would like to improve communication between Commissions and Council. Council had discussion some of which will be further addressed in the CIC discussion.

(21:22) Ann Stott was elected the 2022 Council President.

(21:50) Council Goal Setting Session was on January 14th the various goals were discussed. Guenther said main focus was recruitment of a City Manager and staff for City Hall. She indicated the Council marked some 2021 goals off as completed, removed some and then added some; one being completion of the Local Wetlands Inventory and adoption by the State.

(23:26) Approval of the Volunteer Application of John Theilacker for the Planning Commission and it was approved unanimously.

(23:50) In old business Council discussed the Finance Committee and the City Manager position.

IV. **CITIZEN INVOLVEMENT COMMITTEE DISCUSSION**

(25:49) Dickinson indicated that everyone on the Commission has their own ideas of what might be important but the Commission has been tasked with coming up with a recommendation to the Council. Dickinson asked each member to present a brief summary of their view on how the CIC should function.

(28:13) Bloch indicated the reason behind the formation of a CIC is due to State Oregon Goal 1 OAR 660-015-0000(1) that all municipal entities in the State of Oregon have a Citizens' Involvement Committee. He felt that Dickinson's 1/11/22 comments had very good points and felt the Commission could submit a good recommendation to Council working with these points. He then outlined Dickinson's suggestions. (1) Membership; (2) Who to report to (3) Scope of issues; (4) Scope of activities; and (5) Relationship to the Commissions.

(32:45) Dickinson referred to Danos' input as she is not present and that will be taken into consideration.

(33:02) Orchard indicated she would like to see the impetus of the CIC to come from the citizens themselves. She discussed her thoughts laid out in the document included in the meeting packet.

(34:40) Theilacker then highlighted his thoughts as presented in his document included in the packet. He indicated he also felt it should be made up of citizens and that their task(s) needs to be clearly spelled out.

(38:20) Dickinson outlined his written comments/clarifications also included in the meeting packet. He felt two different committees; one for Planning only and one for City wide.

(44:48) Morphis agreed with Dickinson and advised that Oregon State Ordinance refers to land use planning, etc.

(46:37) Rodomsky, Representative of South Coast Department of Land Conservation and Development (DLCD), then addressed the Commission. She reiterated that Goal 1 of the State Ordinance is strictly planning and that anything other than that they would have no procedures or information to provide to formulate a city wide CIC. She went on to say that many communities have had an issue with a lot of staff time being used so to alleviate that these communities have just made the Planning Commission the CIC. She further indicated that she is unaware of any city or town on the south coast that has a CIC separate from the planning commission and so no city or town has two different CICs. She restated at Dickinson's question that the CCI/CIC in Goal 1 is strictly related to land use.

(50:55) Discussion continued regarding having two CIC committees.

Regular Meeting

V. CALL TO ORDER

Chair Bloch called the meeting to order at 2:58 pm.

VI. ANNOUNCEMENTS AND CORRESPONDENCE

(55:37) Received correspondence from John Eyre (?) he pointed out when talking about a body of citizens as an “any issue” type of CIC, not Planning Commission, there already was a group like that, the YAA, Yachats Action Alliance.

(57:47) Eyre was at the meeting and explained how the Alliance came to be and what their purpose is. He indicated he had contacted Rodomsky to do a series of seminars for the community based on the statewide planning goals and what they are; ways for citizens to effectively involve themselves. He indicated that the Alliance would advocate for a position but a CIC should be impartial so felt the need for two different groups.

(1:03:03) Orchard drew attention to the fact that all decisions made by the Planning Commission are made according to Code, not by what the Commission or the public may or may not like.

VII. CITIZEN CONCERNS

(1:05:01) Orchard indicated that in January the Commission was required to elect officers. Discussion held. It was decided to do elections next month when it is officially on the agenda.

(1:07:33) Theilacker brought up an issue from the December meeting regarding Richard Ponting. Bloch was going to contact him and get back to the commission. Bloch indicated he sent Ponting an email and got no reply and then it slipped his mind so he has no further information for the Commission.

(1:08:50) Bloch suggested a change in the agenda by putting old business before new business. The commissioners agreed with the change.

VIII. NEW BUSINESS

A. Discussion of Future Tasks

(1:42:07) Bloch mentioned the parking study might not happen for a few months and the housing needs analysis might not start until summer. He asked if everyone had a copy of tasks. He emailed it as an attachment. Since no one had a recollection of the attachment Bloch suggested putting this off until the next meeting. He will send out another copy. Orchard asked if he could just go over what was on the list; he started to but then advised it was too long and he would email the list again and it could be discussed at the next meeting.

(1:45:21) Guenther discussed what needed to happen next with the hedges, fences and walls item as it will be a code amendment. She further indicated that there is no database available right now to send information to all property owners and that is being worked on but that would take an enormous amount of staff time and right now it just can't happen.

(1:48:38) Dickinson brought up enforcement and writing code that is easily enforceable. Guenther advised that most enforcement is complaint driven.

(1:50:42) Theilacker asked about the wetlands mapping project and where it stands. Guenther advised that completing this will require funds from Council. Council has made it a goal to get it “across the finish line”.

IX. OLD BUSINESS

A. Continued Discussion and Vote on CIC

(1:09:38) Bloch began the discussion mentioning the five (5) points out of Dickinson’s comments. He highlighted the comments he had heard in the conversations and gave some personal input.

(1:15:15) Guenther wanted to clarify the role of the CIC in the quasi-judicial work of the Planning Commission. A CIC should not be discussing the pros and cons of a particular application, but it would be appropriate to educate the community on things such as the difference between a variance and a conditional use permit. Specifics of applications before the Commission cannot be discussed outside the public hearing.

(1:15:33) Eyre went over what he felt the CCI/CIC should be giving some examples such as monitoring items that the Planning Commission is responsible for i.e. the Comprehensive Plan being reviewed every five (5) years or advising the Commission of concerns of the community such as getting codes in place regarding franchise stores.

He summarized that if should be a monitoring committee, consists of three (3) to five (5) members, independent of the Commission but have a Commission member as an advisor, not a member. He suggested membership could come from organizations in the community, View the Future, The Chamber of Commerce, the Trails Committee. Members will need a working knowledge of State regulations, a working knowledge of Yachats code, Comprehensive Plan and zoning regulations.

(1:22:40) Theilacker indicated he agreed with much of Eyre’s presentation. He thought the City Planner would be a better choice to be the advisor of the CIC. He indicated that it could be construed as the CIC driving the Planning Commission’s work program for the year and he didn’t want that to be the case. The Planning Commission at the start of the year should indicate to the CIC projects they want to address and feed that to the CIC and get feedback from the CIC and community and take that input under advisement.

(1:24:29) Eyre agreed with Theilacker and also indicated the this CIC could be “borrowed” by other Commissions or the Council if they needed to get information out or educate the community on something.

(1:26:21) Rodomsky wanted to re-emphasize that a CIC not involve any quasi-judicial decisions. She wanted to make it clear that nothing could be discussed outside of public hearing.

(1:27:05) Bloch brought up how the YAA was formed and discussion ensued as to what a CIC would be doing. Guenther again addressed how the Planning Commission works, providing public testimony in writing or in person at a public hearing. Discussion continued on how to get the enthusiasm of the YAA Agate Point Land Use issue for a CIC.

(1:30:45) In further discussion Eyre indicated YAA wouldn’t want to be a part of a CIC because it would hinder their ability to take positions on various land

1 use issues and how a CIC could work with the YAA to make sure correct
2 information is getting out.

3 (1:33:42) Rodomsky indicated she would be willing to talk to the rest of her
4 department to see if others have information on a successful, operating CCI
5 and how they are involved.

6 (1:34:35) Bloch asked what relationship the CIC would have to the
7 Commissions. All commissioners agreed that the CIC was for land use issues
8 only and therefore would only have a relationship with the Planning
9 Commission.

10 (1:36:28) Rodomsky clarified further what a CIC could be involved in, i.e.
11 housing analysis, parking studies, those are long range planning issues that
12 are suitable for input. Quasi-judicial is current planning taking an existing
13 code and applying to a specific property.

14 (1:37:16) Guenther continued the clarification that in a public hearing people
15 might say they don't like that the Commission has to act on an application
16 because of a certain Code. That would be something appropriate for the CIC
17 to bring to the Commission to look at for a future code amendment.

18 (1:39:22) Bloch asked if a Commissioner would be willing to write up a
19 summary of this discussion. There were no volunteers so Bloch said he
20 would do it, Carlson said she would help. Thanks was given to Rodomsky and
21 Eyre for their input in the discussion.

22 **X. PLANNER REPORT**

23 (1:54:28) Guenther advised she had hoped to have a year-end summary on
24 building and land use activity. She will get it done because it is something she
25 would like to have for reference. She has been playing phone tag with Jeff
26 Webber who is the principal consultant for the Agate Point Project. There is a
27 formal extension to not talk about it until February, nothing new has been
28 submitted. She'll send an email to the Commission when she hears
29 something. Last conversation was that they would hold off until the Wetlands
30 ruling is received. She advised she really is not sure what Agate Point will
31 bring to the table when they next meet.

32 (1:58:16) Orchard questioned all the new building going on. Guenther
33 confirmed there is a lot of building going on and that some of them are
34 actually permits issued before she became Planner. Discussion was held
35 about Windsong and how it was plotted in 2005 and now there are several
36 houses being built. Discussion held regarding a lot that needs to be
37 addressed for erosion control. Guenther talked about contacting DEQ and
38 Theilacker suggested Conservation District.

39 (2:03:19) Theilacker said Danos expressed curiosity if the RV park at Fireside
40 was starting. Guenther said last she spoke to him he (Roslund) was
41 considering a slight change to the approach it did not affect the City, just
42 ODOT. She will check in with him.

43 **XI. OTHER BUSINESS**

44 **A. From the Commission**

45 None

B. From the Staff

None.

Meeting adjourned at 4:09 pm.

Transcribed by Contractor, L.F. Barrett, April 5, 2022

DRAFT

City of Yachats
Planning Commission
Regular Meeting and Work Session Summary
February 15, 2022

I. CALL TO ORDER

Work Session began at 2:02 pm

Present: Loren Dickinson, Jacqueline Danos, Ariana Carlson, John Theilacker, Lance Bloch, Chair, Christine Orchard, Dayna Capron, Neal Moprhis, Acting City Manager, Katherine Guenther, John Theilacker

CIC REVIEW (0.56)

Dickinson advised that Bloch's version could be used as a starting point and each commission member can present their input. He also suggested that the Commission look at the Coos County version as it some interesting aspects and good points.

(2:32) Danos summarized her written input. Felt CIC is about land use and not all aspects of local government. Then spoke about advisory capacity to the Planning Commission and referred to a UO report regarding citizen involvement versus citizen advisory and summarized the difference.

(5:48) Discussion on Danos' input. Theilacker indicated it is a two way street. The CIC needs to educate the Yachats community regarding land use issues but also it needs to bring community concerns back to the Commission.

(7:09) Bloch mentioned advisory was at the bottom and asked where Danos saw this in relation to the Planning Commission. Danos indicated she thought it was the Commission's desire to have a CIC report to the City Planner and not directly to the Commission. The Planner would be able to determine how the concerns from the CIC would be addressed.

(9:02) Orchard advised she was fine with Danos' input but indicated she thought the CIC was dealt with at the last meeting where they took the information from the consultant and Bloch sent his subsequent email.

(9:37) Dickinson advised that since some additional, useful information has been gained since the last meeting he felt that could be taken into account and Bloch's version could be modified to create a final document.

(10:38) Danos reiterated that the first goal on the outline from last month indicates "all aspects of local government: and it should be land use. In addition she indicated that the document from Coos Bay is a Citizens' Advisory Committee outline, not a Citizens' Involvement Committee outline.

(11:31) Dickinson advised he agreed with Danos commentary provided and felt a monthly newsletter was an excellent idea; it is a way to get continuous information out to the community as well as using the community voice section on the website.

(12:34) Orchard questioned whether the newsletter would be separate from the City newsletter. Danos explained that she thought it could be an update in the regular monthly newsletter from the City. She also highlighted that a CIC is not an advocacy group and cannot advocate for a specific project. She

continued by asking if an Ordinance needed to be created and if so, she felt the terms needed to be very specific.

(14:18) Bloch discussed the options available – either a directive or a recommendation. Voiced his concern about being too prescriptive with a volunteer community group and felt it best to be a little informal.

(15:30) Dickinson concurred but felt it was good to be prepared if Council came back and asked for something different.

(15:54) Guenther gave a quick description of the differences between a commission and a committee.

(17:29) Danos advised that going through it there is a lot of overlap with the other commissions with regard to planning. She felt that this a CIC would need information from the other commissions too as they also do land use work. Discussion held on CIC working between the commissions and channeling information.

(18:56) Guenther advised that before increased staff shortages occurred, the monthly Commission Chair meetings were extremely helpful and productive. She felt there is an opportunity there to get a snapshot of what each Commission is working on and where they overlap. It is City Manager, the Mayor and Commission Chairs. That could be a place to have a CIC member.

(21:00) Discussion held regarding including this in the “duties” list and continued discussion of what advocacy means to the group. Advocating a certain concept as opposed to advocating a particular project. Danos felt the purpose of the CIC is informational and making sure the City honors the state goals for land use.

(27:50) Orchard expressed concern about adding to the City Planners’ job. Guenther advised she currently doesn’t have a job description but they are working towards putting together information for the position such as description, rate of pay and hours. She advised that Council had voted to increase her time to four (4) days a week. She felt that this group could actually be a time saver for her in terms of reaching people.

(30:01) Danos indicated what she visualized for a CIC is also an educational aspect, i.e. the lighting ordinance. She suggested having a space in City Hall and a person from CIC being available during the work day to answer questions to free up time for the Planner, City Manager or staff. Discussion ensued.

(35:32) Dickinson referred to Bloch’s document and indicated that under duties along with long range planning, he also felt they might have input on ordinances, codes, etc. Bloch explained his choice of wording.

(37:16) Guenther gave further explanation of what long range planning means in this area – more of a collaborative approach as opposed to day-to-day operations.

(38:02) Another comment from Dickinson was that he would like to have in the description that this committee have no advocacy or input on quasi jurisdictional issues, specific issues, projects, etc. Discussion continued on advocacy and distribution of information.

(44:13) Theilacker indicated he thought it should be specified under #4 of duties insert “any city initiated comprehensive plan, etc.” Discussion was held regarding city initiated versus citizen initiated.

(48:53) Bloch voiced his concern that if the requirements of the committee are too restrictive it will be hard to get people to serve on the committee. He wants to promote that citizens have a part in making decisions in the City.

(50:51) Danos indicated that the CIC is the bridge between the citizens and the Commissions. The CIC will communicate a citizen’s idea to the appropriate commission. The CIC makes sure the citizenry at large are heard. Danos felt that Hui Radomski and Katherine could help insert the appropriate language.

(53:27) Bloch felt that the document was adequate and that it came down to leaving it as is, or inserting the words “city initiated”. He felt strongly that those two words would severely inhibit the Commission’s ability to get member for a CIC.

(54:09) Discussion held as to bringing the issue to a vote in regular session. Bloch was hopeful a consensus could be reached without a vote. Danos questioned what the vote was for and Bloch indicated it was to approve the document and send it to City Council. Discussion continued.

(59:00) Bloch read back the notes and changes made to the document.

1. Increase citizen involvement in land use planning issues of local government.

Duties:

- 3 Outreach and education are the primary duties of the CIC.
5. Have a representative attend Yachats City Council meetings when requested.
6. Have a representative available to attend the monthly Commission Chair meeting in order to increase communication between commissions and committees.
8. Duties are exclusive of being involved in issued that are being covered in quasi- judicial hearings, i.e. hearings on variances, conditional land use, etc.
9. Identify an individual who can keep hours at a desk in City Hall, these hours to be specified between City Planner and CIC.

(1:01:18) Danos felt that the wording about quasi-judicial was cumbersome and off putting. She felt that having a line indicating what the CIC is NOT is clearer. *It is not an advocacy group and it is not an advisory or decision making group.*

Relationship to the Planning Commission:

Facilitating communication between citizens and the City.

(1:05:10) Discussion on who the CIC reports to.

Dickinson concluded the work session at 3:05 pm.

Chair, Bloch called the regular session to order at 3:05 pm.

II. ANNOUNCEMENTS AND CORRESPONDENCE (1:06:43)

(1:07:02) Dickinson advised Committee that there has been no word from DLCD regarding the parking study.

(1:07:26) Danos advised the kick-off meeting for Housing Needs Assessment Grant is February 23rd at 11 am. Bloch asked if the information would be on the website and Danos advised it was not a public meeting.

III. CITIZEN CONCERNS

None

IV. NEW BUSINESS

A. Election of Officers

(1:09:34) Bloch apologized for not doing this in December or January and advised that he and Dickinson would not be offended if someone else was nominated.

(1:10:33) Dickinson nominated John Theilacker as co-chair. Danos seconded the nomination.

(1:10:48) Orchard nominated Lance Bloch to continue as Chair Dickinson seconded the nomination.

(1:11:49) Bloch called the vote for John Theilacker as Co-Chair of the Planning Commission.

Vote: Danos, aye; Orchard, aye; Carlson, aye; Theilacker, aye; Dickinson, yes; Block, yes. **Nomination carried unanimously.**

(1:13:09) Bloch called the vote for himself to remain as Chair of the Planning Commission.

Vote: Danos, aye; Orchard, aye; Carlson, aye; Theilacker, aye; Dickinson, yes; Block, yes. **Nomination carried unanimously.**

OLD BUSINESS

A. Discussion of CIC, Vote

(1:14:07) Bloch asked the Commission if after hearing his reading his interpretation of the CIC document after the work session if they felt comfortable voting on it.

(1:14:43) Orchard indicated the changes were minor and she was comfortable voting Dickinson and Carlson agreed with her.

(1:15:11) Theilacker questioned if the Commission could vote today but see a revised document before the March meeting and before it went to Council. Bloch responded that he can have the changes made and emailed to the Commissioners tomorrow but advised that once a vote was taken, the document would be approved. Discussion was held regarding the legality of that.

(1:18:40) The Commission agreed to have Bloch write up the changes and email them to the Commissioners and the Planner.

B. Further Tasks for Planning commission

(1:19:54) Bloch indicated the Future Tasks list included in the meeting packet and referred to comments received from Danos and Theilacker. He mentioned projects in process:

1. Parking recommendations
2. Fences, hedges and walls
3. Buildable lots inventory
4. Accessory dwelling units
5. Wetlands survey

Items to be discussed are:

6. Comprehensive Plan Audit
7. Water conservation recommendations
8. Architectural standards
9. Building heights review

Bloch advised other items could be added to the list is desired by the Commission.

(1:21:31) Bloch then referred to Theilacker's Proposed Projects

Discussion held regarding review of Codes and Ordinances. Dickinson spoke of how it will be an enormous task but would be helpful to the City. He indicated that Item 8 and 9 of the current task list would fit into that but that Architectural Standards are an enormous task and something that the Commission shouldn't tackle.

(1:24:13) Danos felt that the items on the task list all come down to comprehensive plan review and referred to several of the projects currently being undertaken.

(1:26:24) Guenther advised she could start compiling a list of code sections that could be reviewed and/or updated/corrected. Discussion on city and county codes permits, and review of plans was held.

(1:35:17) Bloch broke down how to approach the goals and actions of a comprehensive plan.

1. Is this plan/goal important today?
2. Are the actions being taken appropriate today?
3. Are the actions reflected in Ordinances?

(1:36:18) Theilacker indicated he agreed with Guenther and felt that the Municipal Code should be focused on first while work is going into other parts of the Comprehensive Plan. Danos agreed.

(1:38:16) Bloch requested that Guenther make an itemized list of items confusing along with Code Sections and indicate what makes them confusing.

(1:41:02) Guenther said she would like to do "housekeeping" first by clarifying what the intent was when writing the Code. She suggested picking a few and working through them in an hour long work session. Bloch agreed.

(1:41:38) Theilacker inquired if it would be acceptable for Planning Commissioners to also submit sections of the Code they found troubling.

(1:41:53) Guenther indicated that it is important for the public to be able to understand the Code when they are anticipating building so the more input the better. She asked that the specific sentence(s) be highlighted and then have an indication as to what is confusing about it.

(1:44:03) Orchard brought up Dickinson's comment about Architectural Standards and suggested that it struck from the priority list. After further explanation as to what would be involved and discussion, the consensus was that architectural standards will be kept in mind but there is no need for a separate ordinance for Architectural standards. Discussion was held on sending Title 9 information to all Planning Commissioners and not just to the Planner.

(1:50:51) Guenther brought up that the updated database of property ownership is needed and she is working on that.

(1:52:52) Theilacker indicated that in City Zoned Ordinance in Municipal Code that a text or map amendment that notice of hearing to published and post it in 3 or 4 conspicuous places in town. As long as the use of the property is not being changed not every property owner needs to receive notice.

V. PLANNER REPORT

(1:56:18) Guenther apologized and advised there is no monthly report or a report for 2021. She had been involved in the City Manager transition and is hopeful she'll be spending much more time as Planner and will be able to do them in the future.

(1:57:11) Guenther provided an update on Agate Point. She had a call with the consultant on Saturday and they thought they'd have something for the March meeting but hadn't realized the meeting was on the 15th, not the 22nd. One or all of the individuals have a scheduling conflict in April so she thinks it will be May at the earliest. She did receive a "moderate" tweak to the plan.

(1:59:04) Guenther also advised she is expecting plans in the next day or so for an interesting project in Quiet Water and as soon as it is on the schedule she'll get out specifics. It will most likely come in the form of a variance.

(2:01:16) Danos asked if there was any update on the properties on the hill regarding the over-excavation and Guenther advised there is nothing to report on that. Work has been stopped.

(2:02:00) Orchard asked for an update on building permit requests and Guenther advised they are still coming in and indications are it is going to be a busy season this coming year.

(2:02:47) Danos asked if Roslund was moving forward with his plans and Guenther advised he had to make a slight change in the plans which pertained to ODOT and not the City. However everything pertaining to the City on the original plan is still the same.

(2:04:17) Bloch emphasized that it would be very helpful to have a 2021 Annual Report and a monthly report before every meeting to have reference points to work from.

(2:04:47) Guenther advised the information is there it just needs to be consolidated. She advised that was a reasonable request and she's hopeful that will happen as she drops a job and a half.

(2:05:22) Danos advised she went through the last years' permits for the grant.

(2:06:45) Guenther advised that there has been a large turnover in the Lincoln County Planning Department. She relied on their permit database which was helpful as it would list tasks that needed to be completed. They have stopped using that so it takes longer to get the information she needs.

VI. OTHER BUSINESS

A. From the Commission

(2:08:29) Orchard brought up the representative for the Commission Chair meeting for Finance and advised Danos had done it for many years. Does

1 the Commission want someone in those meetings? Discussion held on
2 the state of the Finance Committee.

3 **B. From the Staff**

4 None

5 Meeting adjourned at 4:16 pm.

6 Transcribed by Contractor, L.F. Barrett, March 13, 2022

City of Yachats
Planning Commission
Work Session Summary
March 15, 2022

I. CALL TO ORDER

Work Session began at 2:06 pm – Chair Bloch advised there was not a quorum.

Present: Loren Dickinson, Jacqueline Danos, Lance Bloch, Chair, Neal Morphis, Christine Orchard, excused, John Theilacker, excused; Ariana Carlson, absent.

II. PARKING WORKSHOP REPORT

(1:39) Dickinson advised it was not good news. He received an email from Evan Manville, DLCD Representative, indicating he could not get in touch with anyone at the City Hall. An agreement has been sent to the City Manager for signature and he (Manville) hasn't heard back. Nothing can be done until the agreement is sent back with the City Manager's signature. Dickinson said it is his understanding the study has been approved, but the signed agreement needs to be returned for the study to begin.

(4:33) Morphis advised that City Hall will remain closed to the public for the rest of March and will resume regular hours in April. He advised a new staff person started today and two more will start next week.

(6:45) Discussion on holding an additional meeting on March 29th.

(8:21) More discussion held regarding obtaining Lambert's signature on the parking study.

III. HOUSING NEEDS ASSESSMENT

(9:52) First section of the Housing Needs Assessment is the buildable land study and things that won't require public engagement. Letting the public know that the study is being done is important. She has done a rough draft of an outreach plan. She is making a list of businesses in town and will reach out to them and their employees. The second phase requires more public input; how do they feel about housing, what type of housing needs...Felt having a housing page on the City website would be helpful and perhaps a Yachats housing Facebook page monitored by this Commission so the only information on the site will be about housing. She asked the other commissioners to reach out to those business entities that they were familiar with.

(14:48) Discussion about the Public Engagement Plan, kick off meeting and mapping.

(16:52) Dickinson felt it was a good idea to train someone at City Hall to use and manipulate GIS mapping and use of different map overlays. Discussion had as to the many uses the GIS system has and how it will be helpful. Bloch suggested the Planner would be the appropriate person.

(20:35) Bloch asked Morphis to reserve Tuesday, March 29th at 2 pm for the next meeting.

1 (21:29) Danos asked to discuss the CIC and went on to talk about a posting
2 on Facebook and how misinformation can be spread through the community.
3 She believes having a committee that reports directly to Planning and
4 disbursing information to the community for the commission is important.

5 Discussion held regarding disbursing correct and appropriate information.

6 (27:03) Danos questioned Linn West regarding the Water Sustainability
7 Committee and how Planning can work with this committee. West agreed that
8 Planning would be an important part of working with the committee but the
9 beginning phases will be “paperwork”, searching for and writing grants. He felt
10 the WSC would need to work with all the commissions. Discussion was held
11 regarding how the WSC had a similar project on their radar as outlined in
12 today’s packet (water and sewer) to properties not developed.

13 (30:03) Bloch asked Morphis to include the same agenda and packet for the
14 meeting on March 29th.

15 (30:53) Bloch brought the Commissioners’ attention to the Summary in the
16 packet and thanked Lorraine for doing them, it was a good refresher.
17

18 Meeting adjourned at 2:38 pm.

19 Transcribed by Contractor, L.F. Barrett, March 15, 2022

REQUEST FOR VARIANCE
Carver & Lattig Single Family Home Project - Lots 53 & 54 Quiet Water

Property Owners: Kelly Lattig & Kendra Carver
7701 S. Butte Avenue, Tempe, AZ 85284
Cell:

Site: Lots 53 & 54 Quiet Water. These two lots have been combined and the property line between them has been consolidated. At a later point, Lot 52 will be adjusted to enlarge Lot 52.

Proposed Use: Construct a single-family dwelling on combined Lots 53 & 54 at Quiet Water that we plan to make our home in Yachats.

However, due to the shape of the lot, the extreme topography, the impact of the riparian setback and the limited access to the street, the property owners request the City of Yachats to grant a variance to City Code 9.12.040 (maximum allowable building height of 30').

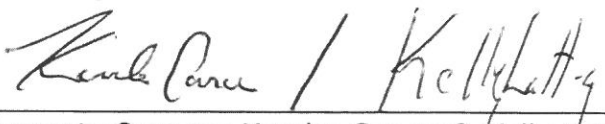
SUMMARY HARDSHIP / JUSTIFICATION:

- There is no access to the property except from Combs Circle due to the guardrail by the intersection of Yachats River Road & Combs Circle.
- Accessing the property from Combs Circle presents major challenges due to the steep grade (more than 13 feet elevation change) between the building site and the curb, and the large distance between the curb & garage (up to 32 ft) as the street curves away from our property line. To address those extraordinary circumstances, a bridge will be required to access the garage/house. A similar approach can be found in Yachats at 279 Horizon Hill (see Photos in Appendix Page 1) and on the far end of Kings Road.
- In order to safely access the garage via the bridge with a maximum slope of 10%, the elevation of the garage floor and main house floor level is set as shown on the cross section. With the addition of a modest roof meeting the PUD slope standards, the overall building height will exceed the 30' height restriction by 1.65' (see Height Calculation in Appendix Page 2 along illustration of home on Pages 3-5).
- This adjustment will not be materially detrimental to other properties in the neighborhood since from the street level view the lower level of the house will not be visible - the base of the house closest to the curb is 13'8" ft below curb level. Therefore, from the curb, the perceived height of the house will not exceed 18 ft (see drawings illustration in Appendix on Page 6 & 7).
- Therefore, to preserve our property rights for safe access to the home, we are requesting a variance for the building height to be a minimum of 31.65'.

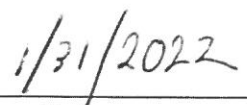
In conclusion, the variance requested is the minimum required to alleviate the hardships described above to provide safe access from the curb to garage. Your support for this variance would be greatly appreciated.

Note: Full Size Site Plans are included in the approval documents from the Quiet Water Design Review Committee and the city should have received a copy of those approved document.

Best Regards,



Property Owners: Kendra Carver & Kelly Lattig



Date

APPENDIX

Yachats Home with a Bridge to access home

279 Horizon Hill, Yachats, OR



Building Height Calculations

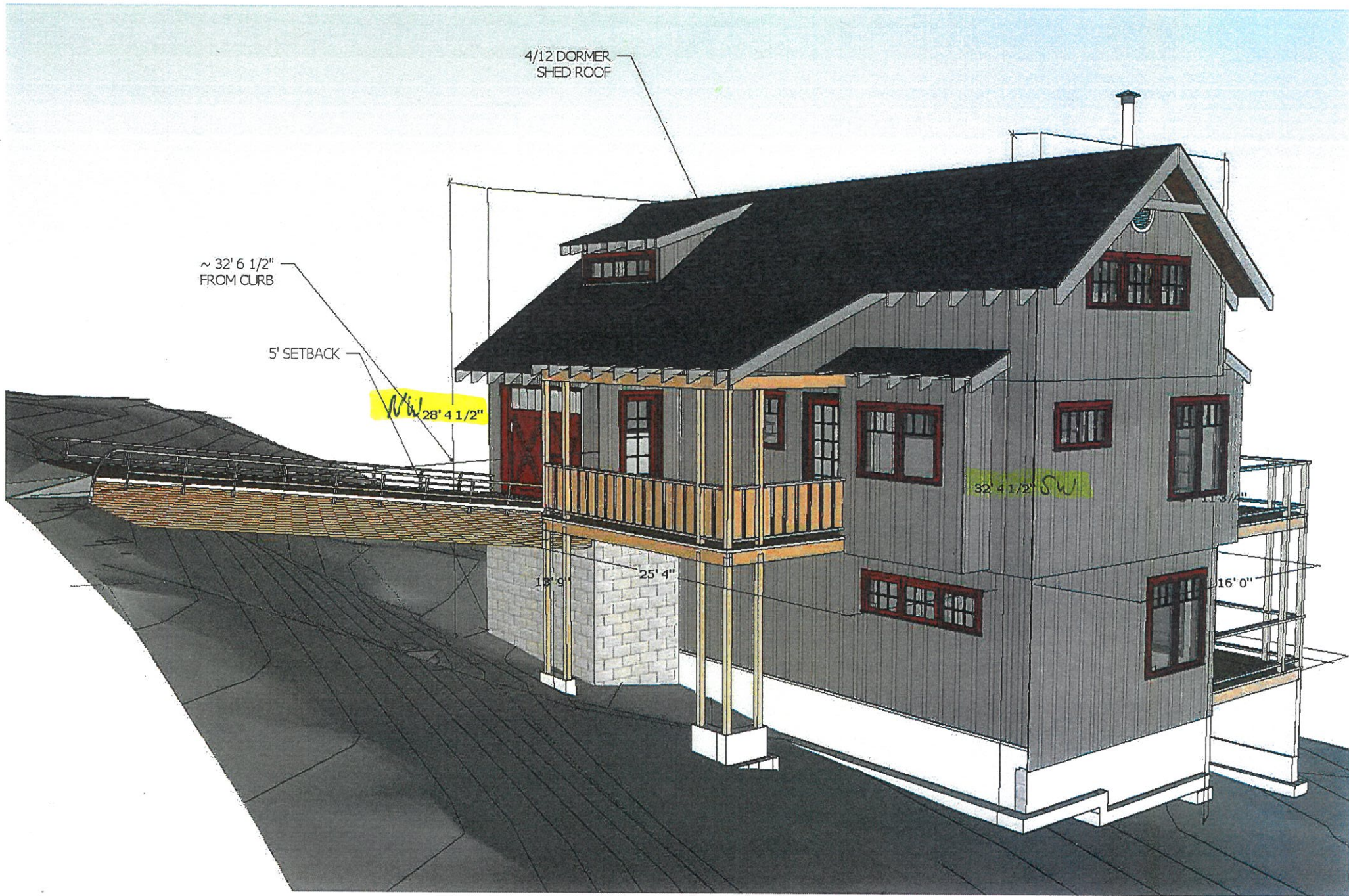
Building Height Calculations
Yachats Oregon

02-Nov-2021

Corner A (nw) 28.3 ft
Corner B (ne) 31 ft
Corner C (se) 35 ft
Corner D (sw) 32.3 ft

	North side		East side		South side		West side	
	Corner A	Corner B	Corner B	Corner C	Corner C	Corner D	Corner D	Corner A
	28.3		31	31	35	35	32.3	28.3
Average Wall Height (ft.)	29.65			33		33.65		30.3
Average Building Height (ft.)	31.65							

		House Floor Area			
		Heated	Unheated	Total	
Area of Lot 53 & 54 Combined	16749 Sq.Ft.	Ground Floor	421	264	685
House footprint	689	Main Floor	485	264	749
Front Porch	154	Loft	266		266
Rear Deck	208	Total	1172		1700
	1051 Sq.Ft.				
Lot Coverage	6.28%				



4



9/12 MAIN ROOF
4/12 DORMER
4/12 ROOF

COMPUTING
BUILDING
HEIGHT

30' 11 3/4" WC

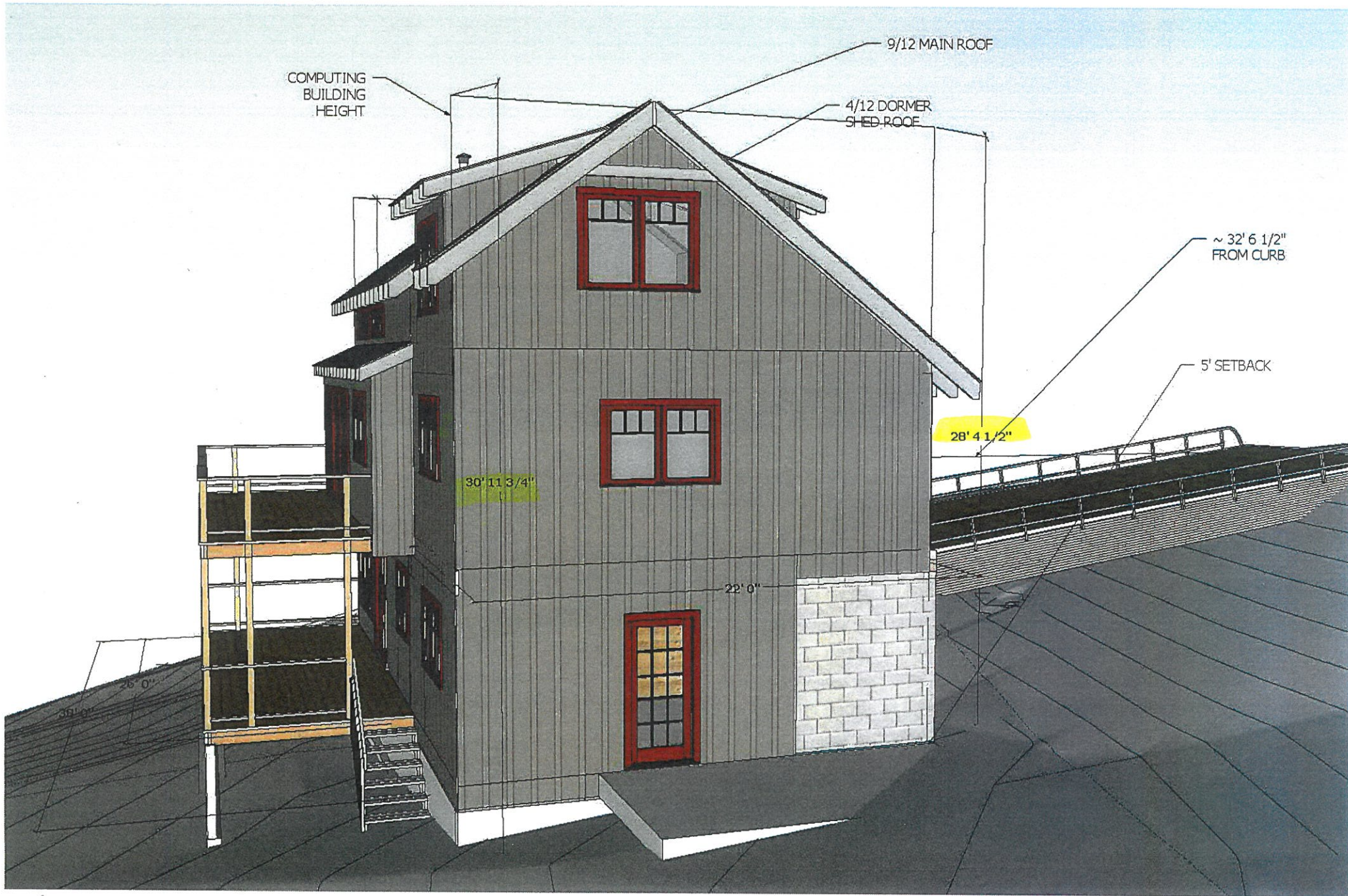
5' 34" H.S.

26' 0"

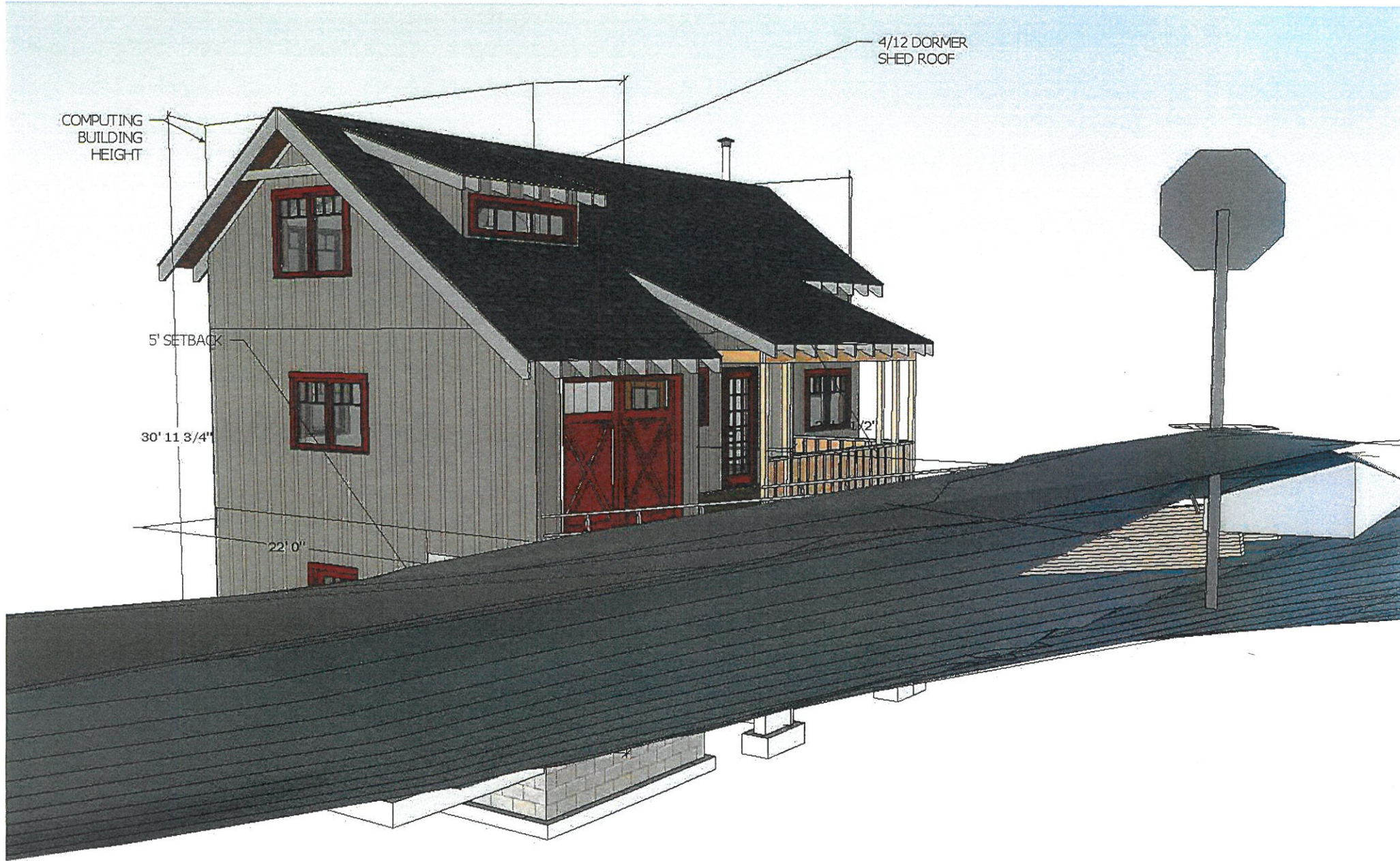
38' 0"

16' 0"

32'



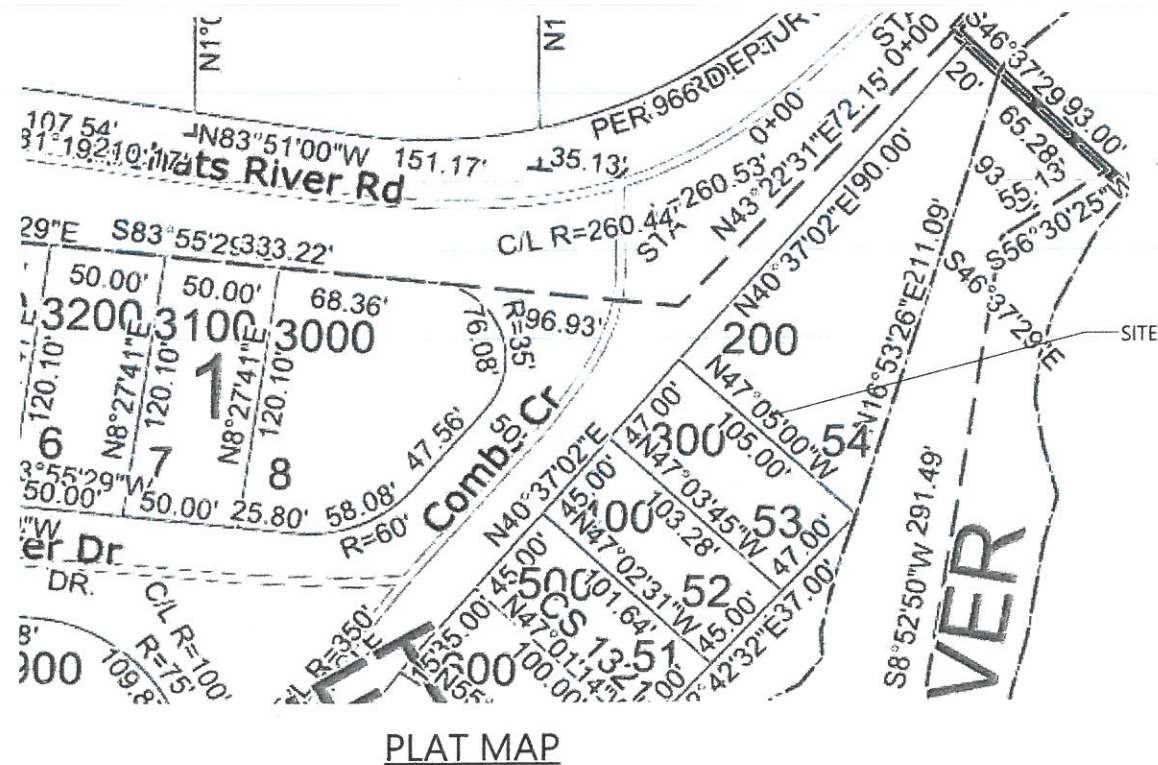
View From Yachats River Road



6

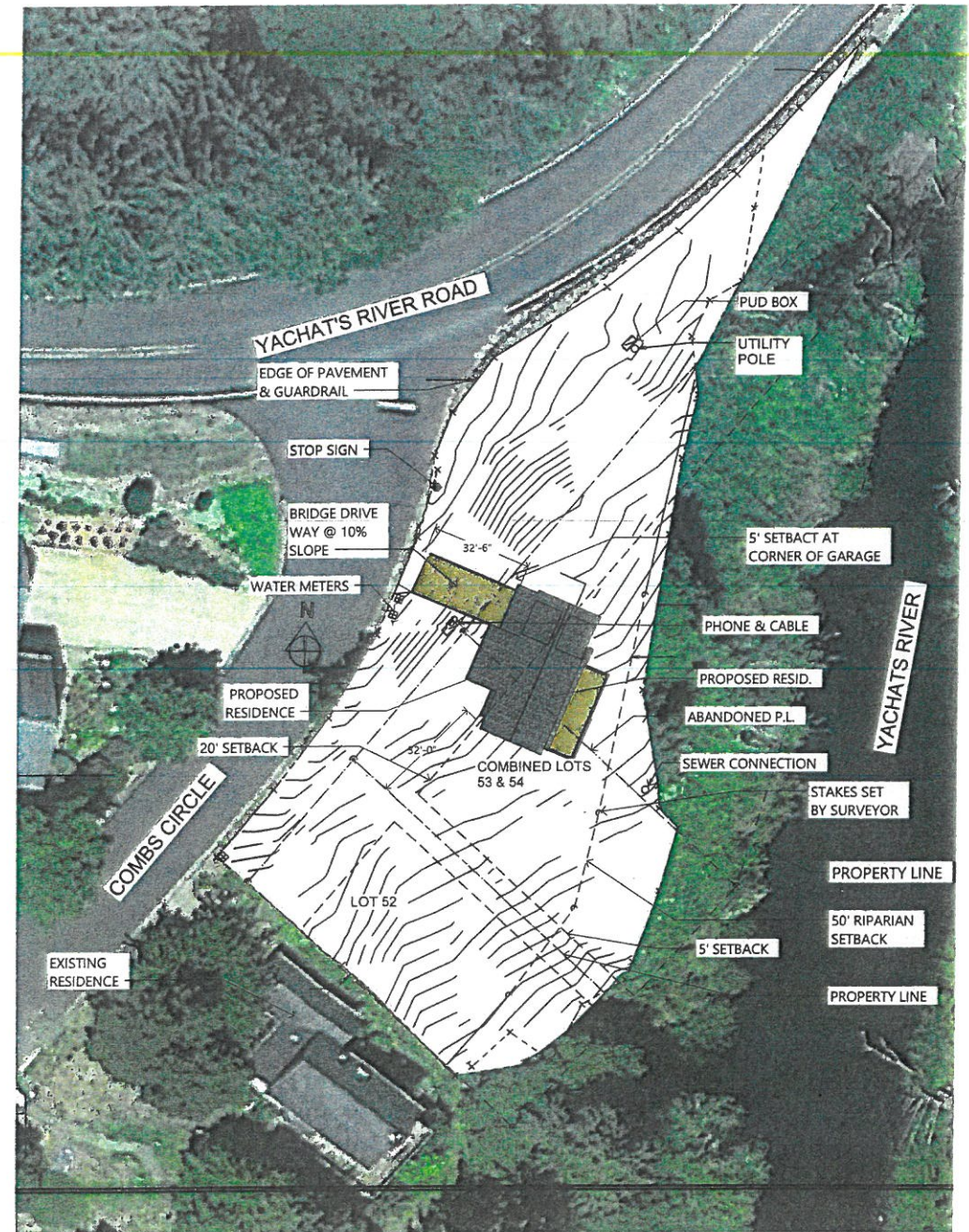
View from Combs Circle





NOTES:

1. Lots 53 and 54 are combined into one new lot.
2. The Mean High Water and 50' riparian setback for Lot 54 was established by the surveyor. Please see the survey.
3. On lot 54 the average elevation at the front of the house is 12'-14' lower than the street and the attached garage/house is located in accordance with Section 9.52.160 (B)



SITE PLAN

SCALE: 1" = 20'-0"

RECORD OF TOPOGRAPHIC SURVEY
FOR: KELLY LATTIG
LOTS 52, 53, 54, BLOCK 3
QUIET WATER
YACHATS, LINCOLN COUNTY, OR

THE PURPOSE FOR THIS SURVEY WAS TO
DEVELOP A CONTOUR MAP OF THE AREA CLEARED
BY OTHERS

THE ELEVATIONS SHOWN HERE ARE BASED ON
THE NAVD88 DATUM, ELEVATION REFERENCE
ESTABLISHED USING A CHCX90-OPUS GPS
RECEIVER.

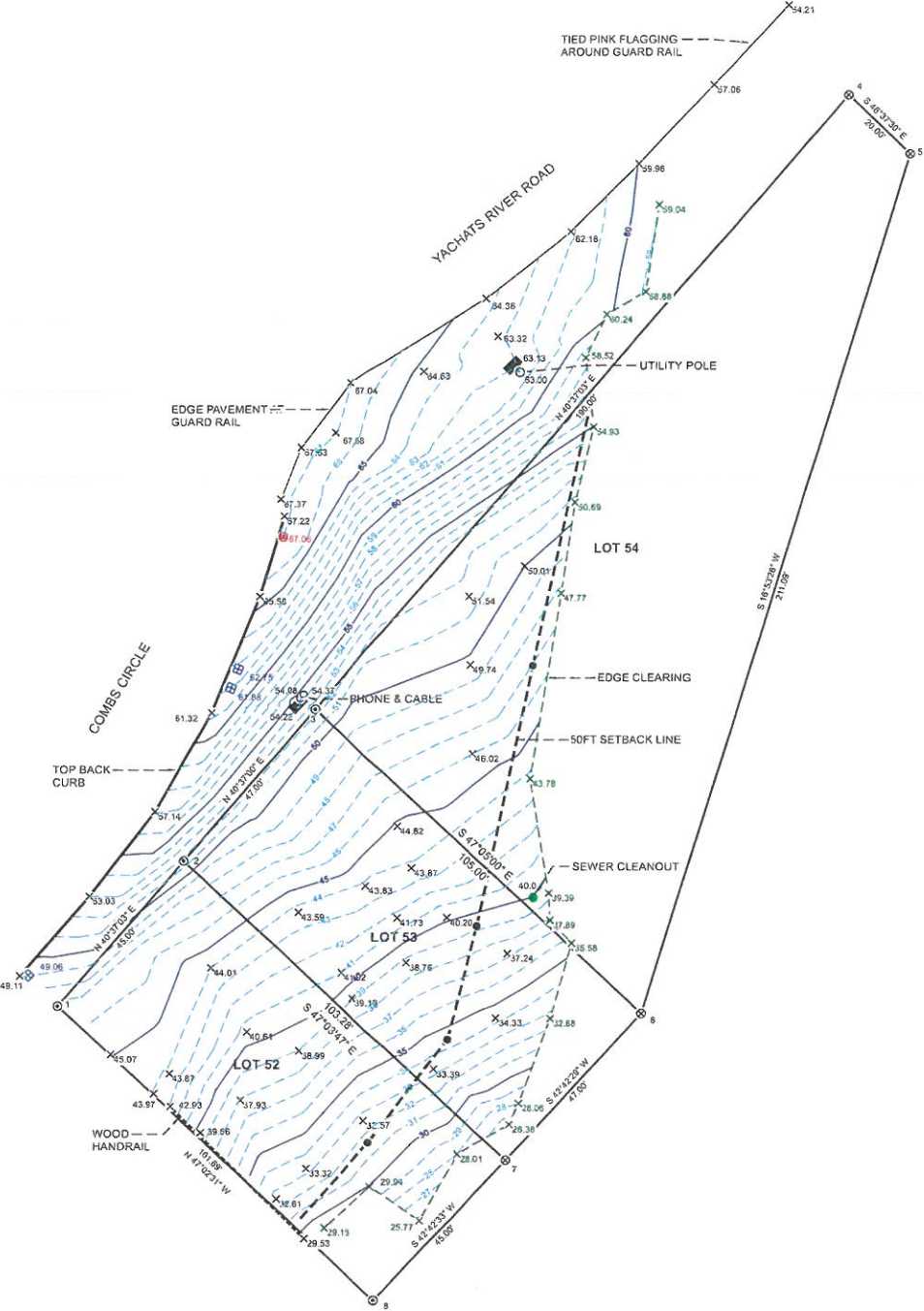
BASE FLOOD ELEVATION PER FEMA MAP
41041C0811E IS 15.8 FT (NAVD88)

LEGEND

- PUD BOX
- ⊙ FND CORNER MONUMENT
- STOP SIGN
- ⊕ WATER METER
- × SPOT ELEVATION
- ⊙ CORNER NOT LOOKED FOR
- FND FOUND
- PUD PUBLIC UTILITY DISTRICT
- 5/8" REBAR SET FOR 50FT OFFSET LINE

FILE NAME		
21-104.trv		
SCALE	DATE	DRAWN BY
20 FUI/in	1-14-2022	RBW
JOB	REVISION	SHEET
21-104	1/1	1/1

This map drawn with TRAVERSE PC, Software



REGISTERED
PROFESSIONAL
LAND SURVEYOR
Robert S. Ward Jr.
OREGON
ROBERT S. WARD JR.
JULY 30 1976
1091

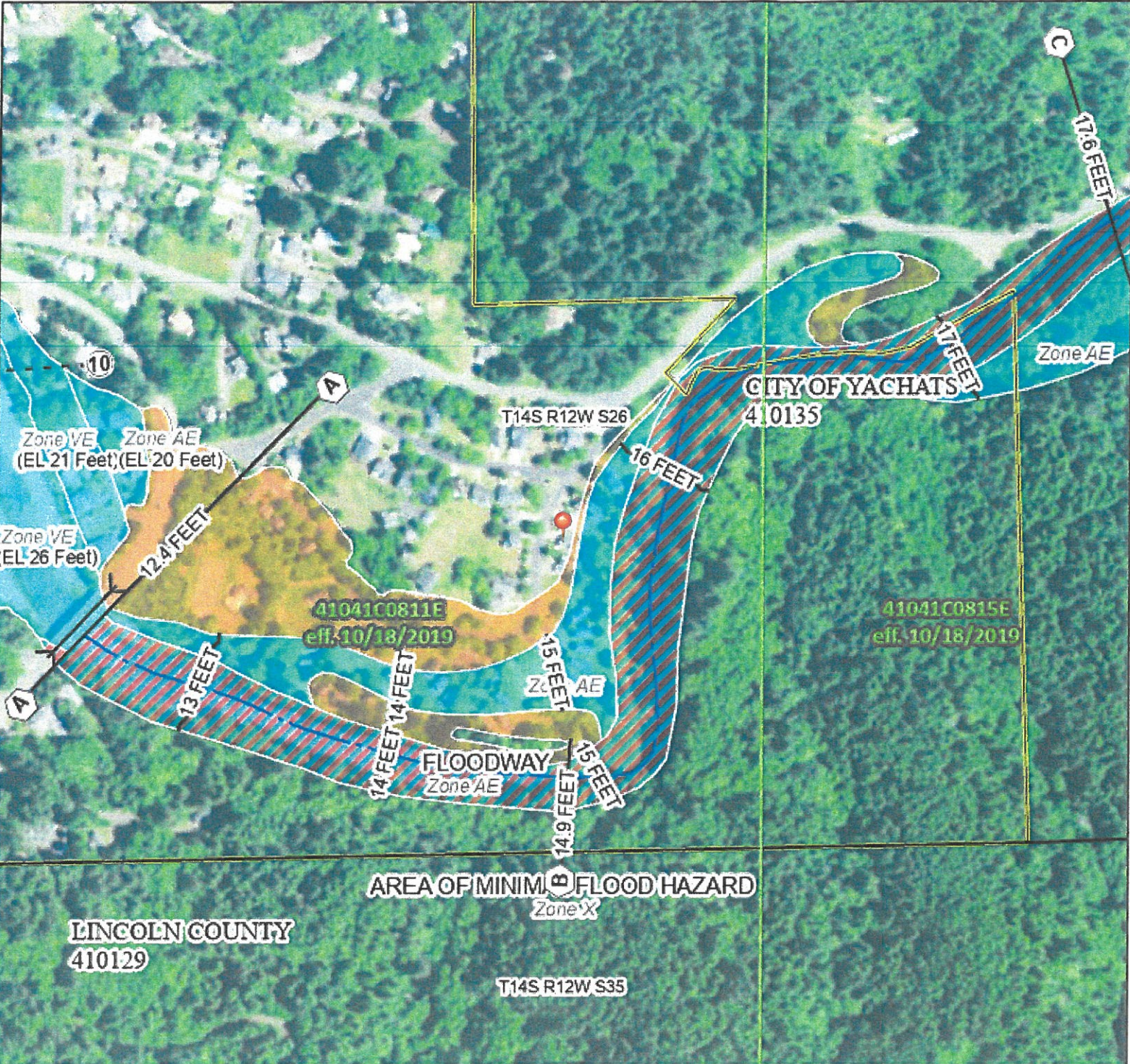
EXPIRES: 8/30/2022



National Flood Hazard Layer FIRMette



124°6'3"W 44°18'42"N



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

- | | | |
|-----------------------------|--|--|
| SPECIAL FLOOD HAZARD AREAS | | Without Base Flood Elevation (BFE)
Zone A, V, A99 |
| | | With BFE or Depth Zone AE, AO, AH, VE, AR |
| | | Regulatory Floodway |
| OTHER AREAS OF FLOOD HAZARD | | 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainag areas of less than one square mile Zone. |
| | | Future Conditions 1% Annual Chance Flood Hazard Zone X |
| | | Area with Reduced Flood Risk due to Levee. See Notes. Zone X |
| | | Area with Flood Risk due to Levee Zone D |
| OTHER AREAS | | NO SCREEN Area of Minimal Flood Hazard Zone X |
| | | Effective LOMRs |
| | | Area of Undetermined Flood Hazard Zone |
| GENERAL STRUCTURES | | Channel, Culvert, or Storm Sewer |
| | | Levee, Dike, or Floodwall |
| OTHER FEATURES | | 20.2 Cross Sections with 1% Annual Chance Water Surface Elevation |
| | | 17.5 Coastal Transect |
| | | Base Flood Elevation Line (BFE) |
| | | Limit of Study |
| | | Jurisdiction Boundary |
| MAP PANELS | | Coastal Transect Baseline |
| | | Profile Baseline |
| | | Hydrographic Feature |
| MAP PANELS | | Digital Data Available |
| | | No Digital Data Available |
| | | Unmapped |
- The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 11/17/2021 at 6:58 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers

APPROVAL WITH STIPULATIONS
Quiet Water Design Review Committee
Yachats, Oregon
January 26, 2022

CARVER-LATTIG RESIDENCE

Lots 53-54, Combs Circle, Quiet Water
Yachats Oregon

The Drawings provided by the Owner dated January 24, 2022, and accompanying revised Project Narrative have been reviewed by the Quiet Water Design Review Committee (QW DRC), and the improvements depicted by therein found to be in conformance with current Quiet Water CC&Rs, and the requirements of the Quiet Water "Guidelines, Procedures and Practices of the Design Review Committee" (Guidelines) design manual, subject to the Stipulation noted herein. The approval has been noted on each sheet of Drawings and a copy of the Narrative. This Approval letter with Stipulations must be provided to jurisdictional authorities along with the approved Drawings.

STIPULATION:

Approval herein is contingent upon the City of Yachats approval and issuing of a variance to increase the building maximum height from that specified in Yachats Municipal Code.

NOTE: Quiet Water Design Review includes review for conformance with the Quiet Water design guideline documents noted above, and does not include review of interior elements, code and ordinance requirements of the City of Yachats (other than the Lighting Ordinance), Lincoln County, FEMA or flood control requirements, and not for structural, electrical, HVAC, and plumbing systems. The Quiet Water Design Review Committee, in its review, will be entitled to rely on the elements relayed in the drawings as submitted by the owner. The ramifications for any discrepancy therein rest with the owner.

For Quiet Water Design Review Committee

A handwritten signature in black ink, appearing to read 'Loren Dickinson', with a long horizontal flourish extending to the right.

Loren Dickinson
Chair, Quiet Water Design Review Committee

QUIET WATER - DESIGN REVIEW COMMITTEE
******SECOND REVIEW******

Carver & Lattig Single Family Home Project - Lots 53 & 54

1/26/2022 APPROVED WITH STIPULATION
QUIET WATER DESIGN REVIEW
 Loren A. Dickinson
Chair, Q.W. DRC

WRITTEN REQUEST

The applicants, Kelly Lattig, Kendra Carver and their architect, David Edrington, propose to construct a single family dwelling on combined Lots 53 & 54 at Quiet Water. These two lots have been combined and the property line between them has been consolidated. At a later point, lot 52 will be adjusted to make lot 52 larger.

WRITTEN SUMMARY

After 30 years visiting the central Oregon coast, Kelly & Kendra have decided to make this their home having fallen in-love with the charm & sense of community in Quiet Water & Yachats. To maintain that charm, David Edrington, the architect of the initial Quiet Water development, is designing the home in the same spirit of the original cabins.

Due to the shape of the lot, the extreme topography, the impact of the riparian setback and the limited access to the street, there are many complexities associated with this project. As a result, the applicants are working closely with the City of Yachats and other agencies upfront. Once we have completed the first Quiet water Review, we'll file for the necessary variances, which at this point is limited to building height.

1. Setbacks

1.1. Front setback

The City allows an exception for front yard setbacks in locations of extreme topography. The applicants have established that this site meets the criteria for a 5' front setback to an attached garage. The City Planner has interpreted that this also means the house that is attached to the garage. Therefore, the proposed front setback is 5'.

Please also note that because the street and the curb curve away from the front property line, the actual front of the house and the garage is more than 32' from the curb.

1.2 Side Yard Setback

The sideyard setbacks exceed 5' and when the residence is designed for lot 52, the 14'

separation will be observed on both sideyards.

1.3 Combined front and back yard setbacks

Because of the riparian setback the rear yard setback is 50' and the combined front and back yard setbacks are 55'. The riparian setback in the rear combined with the small depth of the lot also forces the house footprint beyond the typical 10' front setback. Approximately 90% of the lot is available for landscaping.

1.4 Building Height

In addition, in order to provide access to the garage with a driveway of modest slope, combined with the extreme distance to the natural grade at the base of the house, the overall building will exceed the 30' height restriction, by a distance of 1.65'. The applicants have/will make an application for a variance to the City.

1.5 Other:

- No fences are proposed. However, the guardrails on the bridge driveway will be low enough (20") to not obstruct driver's vision when backing out onto Comb's Circle.
- No pet enclosures are proposed.
- No accessory building are proposed.
- No storage facilities for recreation vehicles are proposed.

2 Exterior

2.1 Siding/Windows/Trim

The proposed exterior siding is Douglas Fir T1-11 plywood with no grooves and a resawn face with cedar batts at 16" o.c. The stain is to be a semi-transparent Cabot Bleaching Oil Weathering stain. Horizontal flashing is to be stainless steel "z" metal. This combination matches the original river cabins at Quiet Water.

The windows and exterior doors are Kolbe pine French doors and casement windows with simulated divided lights, clad in extruded aluminum with extruded aluminum casing trim and sills. All of the extruded aluminum shapes match traditional wood window shapes. The exterior color of the doors, windows and casing is Kolbe "Chutney".

Other trim colors at the barge, on porches, decks and handrails will follow the style of the original river cabins.

2.2 Roof

The proposed roofing is Triple-laminate shingle [Landmark® TL - Residential Roofing -](#)

[CertainTeed](#) - Color: Walnut Black

The pitch of the main roof is 9/12. We would have preferred more, but this still requires a modest variance to the building height. The pitch of the two dormers and the front porch is 4/12, the maximum possible while still allowing for an intersection with the main roof.

The main roof overhang is 18" for the eaves and 24" for the rakes. The eaves of the front porch, front bay and dormers is 12" and where rakes are present on these, the overhang of the rake is 12".

1.2 Exterior Walls

The porch and garage front serve to break up the length of the front facade and the living room/kitchen bump out breaks up the length of the rear wall.

1.3 Deck skirting

The lower rear deck is about 54" above finished grade and the proposed skirting is the same plywood/batt siding as the house walls.

2.5 Concrete stem walls

The concrete stem wall exposure will be limited to less than 24", except below the front of the garage, where a masonry wall is likely required to support the "bridge" driveway.

2.6 Gutter/Rainwater

We can "treat" the rainwater from the downspouts, and we can prevent erosion, but there is no other disposal option than the Yachats River. The site is well below the street curb and contains too much base rock for a dry well.

2.6 Other:

- No solar collectors are proposed.
- Landscaping Plans will be submitted at a later point

MATERIALS LIST

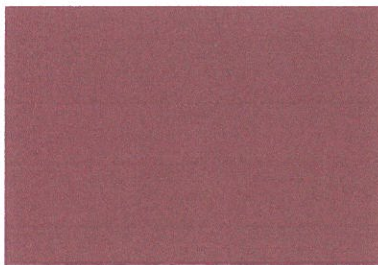
Provide samples / color-chips of proposed building colors (main colors and trim colors), indicating manufacturer name, color name and color number.– must be a single color (not mottled) in dark gray to black per "Guidelines". Provide brochure for windows, clearly describing manufacturer and model number, materials, configurations and proposed frame colors. Provide cut sheets or photographs of all proposed exterior lighting fixtures (See ordinance advisory below).

1. Exterior

1.1 The proposed exterior siding is Douglas Fir T1-11 plywood with no groves and a resawn face with cedar batts at 16" o.c. The stain is to be a [semi-transparent Cabot Bleaching Oil Weathing Grey Stain](#).



1.2 Exterior color of the doors, windows and casing [Kolbe Chutney](#)



Chutney

1.3 Windows/Doors

- Windows and exterior doors are the Kolbe Ultra Series extruded aluminum clad wood.
<https://www.kolbewindows.com/product-lines/ultra-series>

1.4 Roofing

- Triple-laminate shingle [Landmark® TL - Residential Roofing - CertainTeed](#)
- Color: Walnut Black



1.5 Outside Light Fixtures

Front of House

[Birch Lane™ Kumar Aged Iron Outdoor Barn Light with Dusk to Dawn & Reviews | Wayfair](#)

9.5" H x 12" W x 21" D – By Front Door

9" H x 10" W x 11.75"D – By Garage Door



Back Patio Light

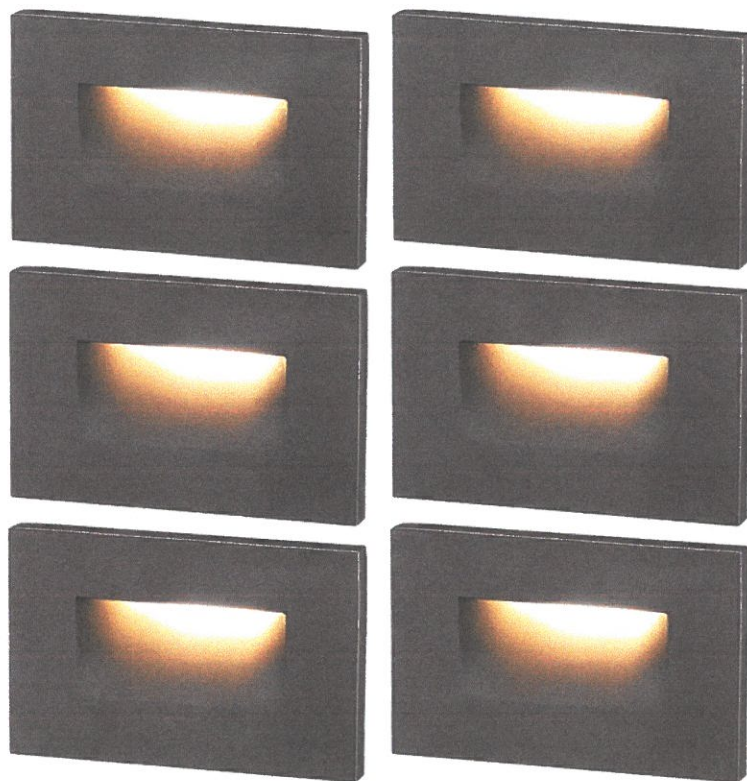
[Williston Forge Nathaniel Aspen Bronze Outdoor Barn Light & Reviews | Wayfair](#)

6" H x 8.5" W x 10.5" D



Outside walkways/stairs

[TORCHSTAR Essential 120 Line Voltage Integrated LED Metal Step Light Pack & Reviews | Wayfair](#)





RECORD OF TOPOGRAPHIC SURVEY
FOR: KELLY LATTIG
LOTS 52, 53, 54, BLOCK 3
QUIET WATER
YACHATS, LINCOLN COUNTY, OR

THE PURPOSE FOR THIS SURVEY WAS TO DEVELOP
A CONTOUR MAP OF THE AREA CLEARED BY
OTHERS.

THE ELEVATIONS SHOWN HERE ARE BASED ON THE
NAVD88 DATUM, ELEVATION REFERENCE
ESTABLISHED USING A CHCX90-OPUS GPS
RECEIVER.

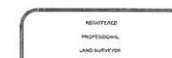
BASE FLOOD ELEVATION PER FEMA MAP
41041C0811E IS 15.8 FT (NAVD88)

LEGEND

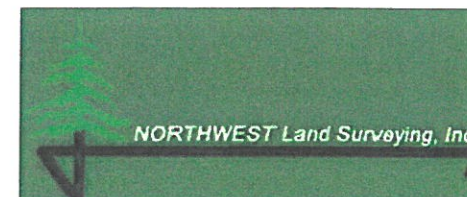
- PUD BOX
- ⊙ FND CORNER MONUMENT
- ⊙ STOP SIGN
- ⊙ WATER METER
- × SPOT ELEVATION
- ⊙ CORNER NOT LOOKED FOR
- FND FOUND
- PUD PUBLIC UTILITY DISTRICT
- 5/8" REBAR SET FOR 50FT OFFSET LINE

FILE NAME		
21-104.trv		
SCALE	DATE	DRAWN BY
20 FvIn	1-14-2022	RBW
JOB	REVISION	SHEET
21-104	1/1	1/1

This map drawn with TRAVERSE PC, Software



GRAPHIC SCALE



OWNER'S REQUEST FOR CONSOLIDATION

REC-2020-0608 NOV29'21

The undersigned owner(s) hereby request the Lincoln County Assessor's Office to consolidate the following tax account numbers in accordance with ORS 308.210

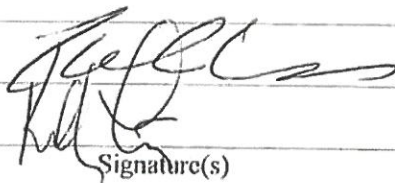
MAP #	TAX LOT #	CODE #	PROPERTY ID (R) #
14-12-26-CD	200	302	R252625
14-12-26-CD	300	302	R254951

Items 1-6 must be checked off before the consolidation request can be processed. Items 7 and 8 must be checked off and a letter attached if they apply.

1. X Ownership must be identical on all parcels being consolidated.
2. X Tax lots must be on the same map, or capable of being shown on the same map. If not on the same map, **MUST** be approved by Assessor's mapping department.
3. X Tax lots must be contiguous.
4. X All titleholders must sign (husband and wife, etc.).
5. X Taxes must be paid in full on all accounts, ORS 308.210 (4). MAILED 11/20/21
6. N/A Date and initial of Planning Authority approval. (only if outside city limits)
7. N/A Letter of approval if there is a mortgage on any part of the property.
8. N/A Letter of approval from Deed holder if it is the contract purchaser making the request.

- NOTE:**
1. Request made after June 30th will be processed for the following tax year.
 2. You will continue to receive separate tax statements for each code involved.
 3. Consolidation of accounts may not reduce assessed value.
 4. Once consolidated, Planning approval and a deed may be required to split apart.

Kendra Covee
Kelly Lattin
Print name(s)


Signature(s)

11/23/21
11/23/21
Date

*****FOR OFFICE USE ONLY*****

All taxes certified for collection under ORS 311.105 and 311.110 on all properties listed above are paid in full.

AB
Tax Office Deputy Initials

12-22-21
Date

SAO
Assessor's Deputy Initials

JY#26 JUN 22-23
Journal Voucher Number

12-22-21
Date

M 11855

Case File: #1-VAR-PC-22
Date Filed: February 15, 2022
Date Application Deemed Complete: February 18, 2022
120-Day Completion Date: June 18, 2022
Hearing Date: April 19, 2022
Previous Action: None

STAFF REPORT

Variance Application

APPLICANT: Kelly Lattig and Kendra Carver

A. REPORT OF FACTS

1. **Property Location:** The subject property is located at 566 Combs Circle and described on the Lincoln County Assessor's Map 14-12-26-CD as Tax Lots 200 and 300. The Lincoln County Assessor's Office approved consolidation of the two lots in December of 2021.
2. **Applicant's Request:** The applicant is requesting a variance to exceed the 30-foot building height limit in the R-1 Zone by 1.65 feet.
3. **Zoning:** Residential Zone R-1
4. **Plan Designation:** Single-family Residential
5. **Lot Size and Dimensions:** The subject property is irregularly shaped and totals 0.38 acres. A plat map is included in this packet.
6. **Existing Structures:** None.
7. **Topography and Vegetation:** The subject site is extremely steep, particularly at the intersection of Combs Circle and Yachats River Road. The proposed building site is approximately 13 feet below the grade of Combs Circle.
8. **Surrounding Land Use:** Surrounding land uses consist primarily of single-family residential homes in the Quiet Water Planned Unit Development.
9. **Utilities:**
Water & Sewer: City of Yachats
Electricity: Central Lincoln PUD
10. **Development Constraints:** Steep slopes, extreme drop from street level and required setback for riparian corridor.

B. EVALUATION OF REQUEST

1. Applicant's Proposal: The applicant submitted the required application form and fee, a narrative addressing applicable ordinance standards and the proposed use for the site, and multiple site plans.

2. Relevant Yachats Municipal Code (YMC)

[General Provisions and Definitions - Height of Building](#)

[Section 9.12.040 R-1 Standards](#) Subsection C: Building Height. No building in the R-1 zone shall exceed a height of thirty (30) feet from finished grade or from natural grade, see [Chapter 9.52.180](#).

[Chapter 9.80 - Variances](#)

3. Public Testimony Received

At the time this staff report was prepared, the only written testimony received was the correspondence dated January 26, 2022 from the Quiet Water Design Review Committee. A copy is included in this packet.

C. ANALYSIS OF THE APPLICATION

[Authorization to Grant or Deny Variances](#)

The Planning Commission may authorize variances from the requirements of this title where it can be shown that, owing to special and unusual circumstances related to a specific piece of property, strict application of this title would cause an undue or unnecessary hardship. No variance shall be granted to allow the use of property for a purpose not authorized within the zone in which the proposed use would be located. In granting a variance, the Planning Commission may attach conditions which it finds necessary to protect the best interests of the surrounding property or neighborhood and otherwise achieve the purposes of this title. (Ord. 73E § 12.010, 1992)

Staff Response: The applicant has presented a case for special and unusual circumstances due to the terrain and required riparian setbacks. The applicant is not proposing any use that is not authorized in the R1 zone.

[Circumstances for Granting a Variance](#)

A variance may be granted only in the event that all of the following circumstances exist:

A. Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from lot size or shape,

legally existing prior to the date of the ordinance codified in this title, topography, or other circumstances over which the applicant has no control;

Applicant's Response:

There is no access to the property except from Combs Circle due to the guardrail by the intersection of Yachats River Road & Combs Circle.

Accessing the property from Combs Circle presents major challenges due to the steep grade (more than 13 feet elevation change) between the building site and the curb, and the large distance between the curb & garage (up to 32 ft) as the street curves away from our property line. To address those extraordinary circumstances, a bridge will be required to access the garage/house. A similar approach can be found in Yachats at 279 Horizon Hill (see Photos in Appendix Page 1) and on the far end of Kings Road. . In order to safely access the garage via the bridge with a maximum slope of 10%, the elevation of the garage floor and main house floor level is set as shown on the cross section. With the addition of a modest roof meeting the PUD slope standards, the overall building height will exceed the 30' height restriction by 1. 65'.

B. The variance is necessary for the preservation of a property right of the applicant substantially the same as owners of other property in the same zone or vicinity possess;

Applicant's Response:

To preserve our property rights for safe access to the home, we are requesting a variance for the building height to be a minimum of 31. 65'.

C. The variance would not be materially detrimental to the purposes of this title, or to property in the zone or vicinity in which the property is located, or otherwise conflict with the objectives of any city plan or policy;

Applicant's Response:

This adjustment will not be materially detrimental to other properties in the neighborhood since from the street level view the lower level of the house will not be visible - the base of the house closest to the curb is 13'8" ft below curb level. Therefore, from the curb, the perceived height of the house will not exceed 18 ft (see drawings illustration in Appendix on Page 6 & 7).

D. The variance requested is the minimum variance which would alleviate the hardship;

Applicant's Response:

The variance requested is the minimum required to alleviate the hardships described above to provide safe access from the curb to garage.

E. The hardship asserted as a basis for the variance does not arise from a violation of the zoning ordinance. (Ord. 73E § 12.020, 1992; Ord. 73A, 1982)

Staff Response:

There is no violation of a zoning ordinance.

Variance Procedure

The following procedures shall be followed in applying for action on a variance:

A. A property owner may initiate a request for a variance by filing an application with the City Recorder, using forms prescribed pursuant to Section [9.88.040](#). The application shall be accompanied by a site plan drawn to scale showing the condition to be varied and the dimensions and arrangement of the proposed development. The City Council or Planning Commission may request other drawings or material essential to understanding of the variance.

B. If the request for a variance meets all the requirements of this title, the City Recorder shall set a time for a public hearing before the Planning Commission on the request within forty (40) days from the filing thereof and shall cause notice to be given in accordance with Section [9.88.060](#).

C. At the conclusion of the public hearing the Planning Commission may approve or deny the request, based on findings which address applicable variance criteria, pursuant to Chapter [9.88](#). (Ord. 73E § 12.030, 1992)

Time Limit on a Variance

Authorization of a variance shall be void after one year unless substantial construction pursuant thereto has taken place. However, the Planning Commission may extend authorization for an additional period not to exceed one year, on request. (Ord. 73E § 12.040, 1992)

D. CONCLUSIONS

If the request is denied, the Planning Commission should state the general reasons and facts relied on, and direct staff to prepare findings for adoption at the next meeting. If the request is approved, staff offers the following recommended conditions of approval, which may be added to or amended at the Commission's discretion:

1. Development shall be in accordance with all R-1 standards except for the approved variance for building height.

Submitted by,

Katherine Guenther
City Planner

Enclosures:

- Applicant's Narrative
- Vicinity Map

#1-VAR-PC-22 Lattig/Carver

April 19, 2022 Planning Commission Hearing

- Aerial Photo
- Plat, Topographical and FEMA Flood Maps
- Quiet Water DRC Correspondence

