

1. 2:00 P.M. Agenda

Documents:

[2023-03-21 Planning Commission Agenda.pdf](#)

2. Meeting Material

Documents:

[Kraus Application.pdf](#)

[Kraus Color Maps.pdf](#)

[Staff Report 2-CU-PC-23 Kraus.pdf](#)

[Public Hearing Douglas Kraus Bed And Breakfast 355 Horizon Hill.pdf](#)

[Seals - Input On Krause Bed And Break.pdf](#)

[Church Application.pdf](#)

[Church - Property Pictures.pdf](#)

[Church Staff Report.pdf](#)

[Draft Housing Strategies.pdf](#)

[Sakamoto Volunteer App.pdf](#)

[2023 Goals - Recommendations Revise 3-14-23.Pdf](#)

[2023-02-14 Planning WS Summary.pdf](#)

[2023-02-21 Planning Summary .Pdf](#)



MEETING CANCELLED RESCHEDULED FOR March 28, 2023 at 10:30am

CITY OF YACHATS
PLANNING COMMISSION MEETING
Tuesday, March 21 2023, at 2:00 pm
To Be Held Via Zoom & In Person Located at:
Commons Bldg., Civic Meeting Room 1
441 Hwy 101 N., Yachats OR 97498

Join Zoom Meeting

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

Meeting ID: 885 5380 5590

One tap mobile

+16699006833,,88553805590# US (San Jose) 17193594580,,88553805590# US

Regular Meeting

- I. Meeting Called to Order
- II. Announcements, Proclamations, and Correspondence
- III. Citizens' Concerns (limited to items not on the agenda, 5-minute limitation per person)
- VI. Public Hearing (if any)
 - a. Bed & Breakfast Application – Kraus
 - b. Conditional Use Permit - Church
- IV. Current Business
 - a. Parking Management Plan Update
 - b. Housing Implementation Plan Update
 - c. Local Wetlands Inventory Update
- VII. New Business
 - a. Volunteer Application – Marc Sakamoto
 - b. Mayor and Council Goal Discussion - Motion
 - c. Transportation Systems Plan Grant
- VIII. Reports (Provided written reports)
 - a. Planners Report
 - b. February Meeting Minutes
- IX. Other Business
 - a. From Commission
 - b. From Staff

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. POSTED 03/15/23 By: Kimmie Jackson, Deputy City Recorder

BED AND BREAKFAST APPLICATION

City of Yachats
PO Box 345
441 Hwy 101 N
Yachats OR 97498
(541) 547-3565
FAX (541) 547-3063

Date Received: 2/16/23

\$250.00 fee
(Actual expenses in excess of the fee will be billed.)

Applicant: DOUGLAS KRAUS

Site Address: 355 HORIZON HILL RD., YACHATS, OR 97498

Mailing Address: [REDACTED] City: YACHATS State: OR Zip: 97498

Daytime Phone: [REDACTED]

Legal Description: Y4N1: YACHATS RESIDENTIAL Current Zone: R-1

23' x 104' x 87' x 119' x 89' x 113'
See attached Lot Dimensions: [REDACTED] Area: .44 acre

The residence is now a single-family dwelling ☒ yes ☐ no

The exterior of the building shall maintain a residential appearance ☒ yes ☐ no

The exterior of the building will be altered ☐ yes ☒ no
(If yes - attach description of proposed alterations. Please note a building permit may be necessary for any changes.)

A morning meal will be provided ☒ yes ☐ no

Guests will be limited to a stay of no more than ☒ yes ☐ no
7 consecutive days and an aggregate of no more than 15 days in any 30-day period

A sign will be installed ☐ yes ☒ no
(If yes - attach a plan of the sign showing proposed sign giving dimensions and design, and the sign's location on the property. Please note, if plan for sign is submitted at later date a sign permit and fee will be required.)

Number of bedrooms to be rented: 2
Parking spaces available: 3

BED AND BREAKFAST APPLICATION

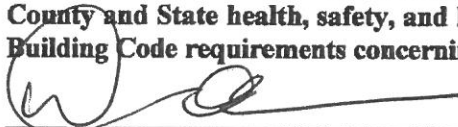
SUPPLEMENTAL REQUIRED INFORMATION

Mark all attached to application:

- ☒ Site Plan of subject property showing all property lines, location, extent, and arrangement of all off-street parking.
- ☒ Existing and proposed structures and their location in relationship to property lines.
- ☒ Location of access to adjacent arterial or collector.
- ☒ Narrative which addresses applicable ordinance standards (required for all land use actions).
- ☐ Other:

I have read the above application and hereby certify all information contained therein to be true and complete to the best of my ability. I understand that this application will not be processed until all required information is submitted to the City.

I also understand that if a conditional use permit is approved, the facility must meet applicable County and State health, safety, and liability requirements, including but not limited to the Uniform Building Code requirements concerning maximum occupancy.



Signature of Applicant

2/14/23
Date

355 Horizon Hill Road



Legend

Printed on 2 / 14 / 2023

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[illegible]

105

[illegible]

Legend

355 Horizon Hill Road



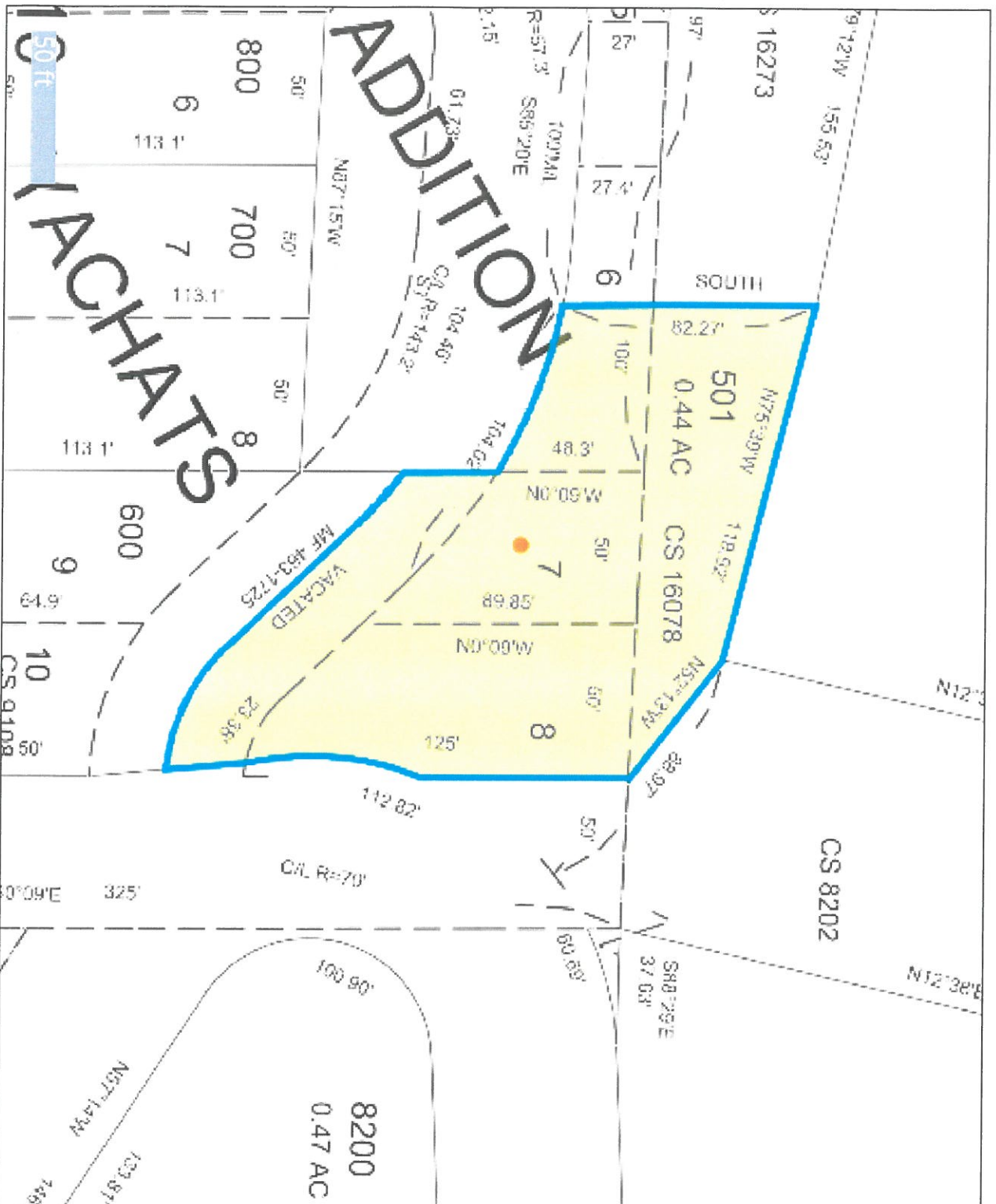
Legend

Printed on 2 / 14 / 2023

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355 Horizon Hill Road



Legend

Printed on 2 / 14 / 2023

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CASE FILE: #2-CU-PC-23
DATE FILED: February 16, 2023
DATE APPLICATION DEEMED COMPLETE: February 16, 2023
HEARING DATE: March 21, 2023
PREVIOUS ACTION: None

STAFF REPORT

Conditional Use Application

APPLICANT: Douglas Kraus

A. REPORT OF FACTS

1. **Property Location:** The subject property is located at 355 Horizon Hill Road and described on the Lincoln County Assessor's Map 14-12-26-CB as Tax Lot 501.
2. **Applicant's Request:** The applicant is requesting a conditional use permit to operate a two-bedroom Bed & Breakfast within a single-family dwelling.
3. **Zoning:** Residential Zone R-1
4. **Plan Designation:** Residential
5. **Lot Size and Dimensions:** The subject property totals 0.44 acres or approximately 19,166 square feet.
6. **Existing Structures:** There is one single-family dwelling on the property.
7. **Topography and Vegetation:** The subject property is gently sloped. The property is landscaped with grass, trees and shrubs.
8. **Surrounding Land Use:** Surrounding land use consists primarily of single-family residential units.
9. **Utilities:**
Water & Sewer: City of Yachats
Electricity: Central Lincoln PUD
10. **Development Constraints:** None

B. EVALUATION OF REQUEST

1. **Applicant's Proposal:** The applicant submitted the required application form and fee, and an aerial photograph showing off-street parking.
2. **Relevant Yachats Municipal Code (YMC) Criteria:**

YMC Section 9.04.030 Definitions

"Bed and breakfast facility" means a single-family dwelling containing rooms for rent in accordance with Section [9.72.050](#).

YMC Chapter 9.12 R-1 Residential Zone

Section 9.12.030 Conditional Uses

In an R-1 zone the following uses and their accessory uses may be permitted subject to the provisions of Chapters [9.44](#), [9.48](#), [9.52](#) and [9.72](#) where applicable:

- A. Governmental structure or use of land; and public utility facility;

- B. Home occupation;
- C. Temporary real estate office offering residential property in the immediate vicinity for sale;
- D. Private boat dock;
- E. Bed and breakfast facility. (Ord. 175, 1995; Ord. 73I, 1994; Ord. 73E § 2.010(2), 1992)

YMC Chapter 9.72 Conditional Uses

Section 9.72.010 Authorization to grant or deny conditional use permits.

Conditional uses listed in this title may be permitted, enlarged, altered or denied by the Planning Commission in accordance with the standards and procedures set forth in this chapter.

A. In taking action on a conditional use permit application, the Planning Commission may either permit or deny the application. The Planning Commission's action must be based on findings addressing the requirements of the comprehensive plan and zoning ordinance, as addressed in Chapter [9.88](#).

B. In permitting a conditional use or the modification of a conditional use, other than a manufactured dwelling, manufactured dwelling park or multifamily dwelling, the Planning Commission may impose, in addition to those standards and requirements expressly specified by this title, additional conditions which are considered necessary to protect the best interests of the surrounding City as a whole. These conditions may include, but are not limited to, the following:

1. Increasing the required lot size or yard dimensions;
2. Limiting the height of buildings;
3. Controlling the location and number of vehicle access points;
4. Increasing the street width;
5. Increasing the number of required off-street parking spaces;
6. Limiting the number, size, location and lighting of signs;
7. Requiring fencing, screening, landscaping, walls, drainage or other facilities to protect adjacent or nearby property;
8. Designating sites for open space;
9. Setting a time limit for which the conditional use is approved;
10. Regulation of noise, vibration, odors and sightliness;
11. Requiring surfacing of parking areas;
12. Regulation of hours of operation and duration of use or operation;
13. Such other conditions as will make possible the development of the City in an orderly and efficient manner and in conformity with the intent and purpose of the Yachats comprehensive plan;
14. If at any time the standards or requirements for conditional use approval are not followed, a zoning violation will be considered to exist.

C. In the case of a use existing prior to the effective date of the ordinance codified in this title and classified in this title as a conditional use or a nonconforming use, a change in use or in lot area or an alteration of structure shall conform with the requirements for conditional use.

D. The Planning Commission may require that the applicant for a conditional use furnish the City with a performance bond of up to the value of the cost of the improvement to be guaranteed by such bond, in order to assure that the conditional use is completed according to the plans as approved by the Planning Commission.

Section 9.72.040 Time limit on a conditional use permit.

Authorization of a conditional use shall be void after one year or such lesser time as the authorization may specify unless substantial construction pursuant thereto has taken place. However, the Planning Commission may extend authorization for an additional period not to exceed six months on request.

Section 9.72.050 Standards and procedures governing conditional uses.

E. Standards for Bed and Breakfast Facilities.

1. A bed and breakfast facility must be in a one-family dwelling.
2. A maximum of five (5) bedrooms may be rented.
3. The facility shall be the residence of the operator, who is the owner or lease holder of the building.
4. A resident relief manager may be employed for no more than five (5) months per year, unless approved by the Planning Commission.
5. Rooms may not be rented for more than seven (7) consecutive days, and no more than fifteen (15) days per person in any thirty (30) day period.
6. The exterior of the building shall maintain a residential appearance.
7. A morning meal must be served on premises and included within the room charge for guests of the facility and shall be the only meal provided.
8. The facility must meet applicable County and State health, safety (including, but not limited to, the Uniform Building Code requirements concerning maximum occupancy) and liability requirements.
9. An externally illuminated sign will be permitted on premises with a maximum area of three (3) square feet, subject to approval by the Planning Commission.
10. One off-street parking space will be required for each rented bedroom, in addition to the number of spaces required for each dwelling unit.
11. A conditional use permit approved for a bed and breakfast facility will be reviewed by the City Planner at the end of each calendar year and the permit renewed for an additional year if permit conditions have been met. The permit may be withdrawn by the Planning Commission if it is determined that the conditions of the permit have been violated after reviewing written complaints and the staff report. The operator of a facility will be notified by the City in writing prior to the Planning Commission determination to allow the operator to appear and show cause why the conditional use permit should not be withdrawn.
12. An increase in the number of rooms rented, over those previously permitted, will require a new conditional use permit with the conditional use fee as provided in Section [9.88.050](#) reduced to one-half.

3. **Public Testimony Received:** At the time this staff report was prepared the City had received several inquiries and one letter of written testimony.

C. STAFF ANALYSIS

1. The Request and the R-1 Residential Zone

The applicant is requesting a conditional use permit to operate a two-bedroom Bed & Breakfast within a single-family dwelling in an R-1 Residential Zone. Bed & breakfast facilities are allowed as a conditional

use in the R-1 zone.

2. Conditional Use

In taking action on a conditional use permit application, the Planning Commission may either permit or deny the application. The Planning Commission's action must be based on findings addressing the requirements of the comprehensive plan and zoning ordinance. In permitting a conditional use the Planning Commission may impose conditions which are considered necessary to protect the best interests of the surrounding city as a whole.

YMC Chapter 9.72.050.E describes standards for Bed & Breakfast facilities. The standards are identified below and followed by a response in italics from staff or from the applicant.

- a. A bed and breakfast facility must be in a one-family dwelling.

APPLICANT RESPONSE: The residence is a single-family dwelling.

STAFF RESPONSE: While the residence has separate "guest quarters" on the lower level, the Assessor's Office considers it to be a single-family dwelling.

- b. A maximum of five bedrooms may be rented.

APPLICANT RESPONSE: Number of bedrooms to be rented: 2

- c. The facility shall be the residence of the operator, who is the owner or lease holder of the building.

STAFF RESPONSE: The applicant is the owner of the building. The owner must reside at the property while the facility is operating unless a relief manager is on site (See (d) below).

- d. A resident, relief manager may be employed for no more than five months per year, unless approved by the Planning Commission.

- e. Rooms may not be rented for more than seven consecutive days, and no more than fifteen (15) days per person in any thirty (30) day period.

- f. The exterior of the building shall maintain a residential appearance.

APPLICANT RESPONSE: The exterior of the building will not be altered.

- g. A morning meal must be served on premises and included within the room charge for guests of the facility and shall be the only meal provided.

APPLICANT RESPONSE. A morning meal will be provided.

- h. The facility must meet applicable county and state health, safety (including but not limited to the Uniform Building Code requirements concerning maximum occupancy) and liability requirements.

- i. An externally illuminated sign will be permitted on premises with a maximum area of three square feet, subject to approval by the Planning Commission.

APPLICANT RESPONSE: No sign is proposed.

- j. One off-street parking space will be required for each rented bedroom, in addition to the number of spaces required for each dwelling unit.

STAFF RESPONSE: Four parking spaces are required for a 2-bedroom B & B (2 parking spaces for the dwelling and 1 parking space per rented bedroom). Two spaces are available in the attached garage and two additional spaces could be accommodated in the driveway.

- k. A conditional use permit approved for a bed and breakfast facility will be reviewed by the City Planner at the end of each calendar year and the permit renewed for an additional year if permit conditions have been met. The permit may be withdrawn by the Planning Commission if it is

determined that the conditions of the permit have been violated after reviewing written complaints and the staff report. The operator of a facility will be notified by the city in writing prior to the Planning Commission determination to allow the operator to appear and show cause why the conditional use permit should not be withdrawn.

- I. An increase in the number of rooms rented, over those previously permitted, will require a new conditional use permit with the conditional use fee as provided in Section [9.88.050](#) reduced to one-half.

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. The B&B shall have a maximum of 2 rooms that can be rented.
2. The owner shall reside at the B & B when rooms are rented.
3. A resident relief manager may be employed for no more than five months per year.
4. No room shall not be rented for more than seven consecutive days, and no more than fifteen (15) days per person in any thirty (30) day period.
5. The exterior of the building shall maintain a residential appearance.
6. A morning meal shall be served on premises and included within the room charge for guests of the facility.
7. The owner shall retain a City of Yachats business license.
8. No exterior sign shall be installed.
9. Two garage parking spaces shall be maintained for the residents of the facility. A minimum of two additional off-street parking spaces shall be maintained for the rented bedrooms.
10. An increase in the number of rooms rented, over those previously permitted, will require a new conditional use permit with the conditional use fee as provided in Section [9.88.050](#) reduced to one-half.

Submitted by,

Katherine Guenther
City Planner

From: Julie Bailey <juliebocean@outlook.com>
Sent: Wednesday, March 15, 2023 4:27 PM
To: City Recorder
Cc: John Theilacker
Subject: Public Hearing Douglas Kraus Bed and Breakfast 355 Horizon Hill

Greetings,

I am an immediate neighbor to this property, we share a fence line and are houses are clearly visible to each other. I had hoped to meet him over the fence to introduce myself and ask the following question.

While I wish to give the applicant the benefit of doubt I would like him to address the following.

Regarding the code. Section 9.72.050 E Standards for B and B facilities.

3. The facility shall be the residence of the operator, who is the owner or leaseholder of the building.

Since the sale of the property It does not appear that anyone is living there. Lights have only been in the evenings/mornings two or three times. I?ve only seen folks outside doing landscape maintenance. Evident in the Zillow listing the house has two self contained living areas.

I would like the applicant to assure his neighbors that he will be residing there and that this is not a work around i.e. an absentee or seasonal resident operating a vacation rental.

This is a quiet neighborhood. We all know our neighbors and look out for each other.

Thank you.

Julie Bailey
Full time resident.

From: Nicole Seals <nicoleseals@gmail.com>
Sent: Tuesday, February 28, 2023 3:38 PM
To: City Recorder
Subject: 355 Horizon Hill

Greetings.

As full time residents at 380 Horizon Hill we (Nicole and Patrick Seals) are opposed to proposed development action of a two bedroom bed and breakfast at 355 Horizon Hill.

Horizon Hill (and specifically that corner) at times it can be very dangerous for cars to pass and considering the likely guests of this potential 2 bedroom bed and breakfast establishment won't have experience with the narrow roads on the hill I believe it would be quite dangerous for residents and visitors.

Additionally since it's stated as "two bedrooms" that is a potential for at least 2 extra cars (or more as it can be 2 guests per room as I understand rentals). Is there enough parking to accommodate this that is off street? Parking along the street would become even more dangerous. There is no no lighting on the hill which presents additional safety issues for those unfamiliar with the roads. This is truly a neighbourhood.

Please consider this 2 very strong opposing votes. We will also attend the meeting in person as Horizon Hill is largely full time residents or second home owners.

Horizon Hill being our chosen full time home and Yachats our chosen full time community we bought on this hill specifically because of the safety and distance from rentals or turn over rooms.

Thank you for your considerations to those of us directly impacted by a commercial operation in our backyard and by any zoning changes. Please kindly let me know you have received and recorded this email.

Respectfully,
Nicole and Patrick Seals
380 Horizon Hill

Sent from my iPhone

Land Use Application

City of Yachats
441 Hwy 101 N
PO Box 345
Yachats OR 97498
(541) 547-3565

Fee:

Date Received: 2/9/23

- ☒ Conditional Use \$250 ☐ Nonconforming Use \$250 ☐ Variance \$250
☐ Zone Change \$500 ☐ Comprehensive Plan Change \$500
☐ Urban Growth Boundary Change \$1000
(Actual expenses in excess of the application fee will be billed.)

Applicant: Gary L. Church sr. Phone: [REDACTED]

Address: _____

City: Yachats State: OR Zip: 97498

Relationship to property: Owner
(Owner, Contract Purchaser, etc.)

Legal Description: 14-12-27-DA-4400 Current Zone: C1

Lot Dimensions: Irregular (0.23 acre) Area: _____ Flood Zone: NA

Natural Hazard: None Topography: Flat

Directions to Property: _____

Previous Planning Actions on Property: _____

Reason for Request: TO change a portion of restaurant storage space into employee housing

Existing Structures on Property: Strip mall facing Hwy 101 w/ attached 2-story Cabin and a covered outdoor dining area

Proposed Use and Structures: the only change would be to the "Cabin" which is a dining area & Luna Fish house. The upstairs would be remodeled into living quarters.

Current Utilities and Providers: Central Lincoln P-U-O, Pioneer Telephone

Anticipated Date of Development: TO begin soon after approval (April/May)

Supplemental Required Information

Attachments to Application (check all that apply)

- ☒ Plot Plan of subject property showing all property lines
- ☒ Existing and proposed structures and their location in relationship to property lines
- ☒ Total floor area, use and height of all existing and proposed uses
- ☐ Operating characteristics of all proposed commercial use
- ☐ Location, extent, arrangement, and proposed improvements of all off-street parking and loading facilities.
- ☒ Location of access to adjacent arterial or collector
- ☐ State or County Road Approach Permit
- ☐ Narrative which address applicable ordinance standards (required for all land use actions)
- ☐ Other: _____

I have read the above application and hereby certify all information contained therein to be true and complete to the best of my ability. I understand that this application will not be processed until all required information is submitted to the City.



Signature of Applicant

Signature of Property Owner (if other than applicant)

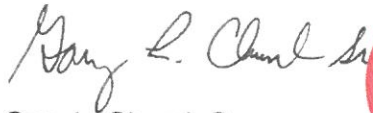
To: Yachats Planning Commission
From: Gary Church,
Property Owner and owner of
Topper's Ice Cream and Candy

February 9, 2023

In a nutshell, what I would like to do is convert the second floor of 164 Beach St. into a 1 bedroom apartment.

Presently, 164 Beach St. is rented to Luna Sea Fish house with seating on the ground floor and storage/office on the second floor. The purpose of doing this apartment conversion would be to add a unit of living space for the purpose of employee housing. In doing so, it would make it easier to attract and retain a full-time employee. We all understand the challenges a person faces when looking for housing in the local area and this would be a positive step that I could make to help create a more stable situation for Topper's, an employee, and the community.

Thank you for your consideration,



Gary L. Church Sr.

COPY

Toppers



Legend

Printed on 2 / 9 / 2023

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Property ID: R108349

Map and Taxlot: 14-12-27-DA-04400-00

Tax Year: 2023

Run Date: 2/9/2023 2:53:42 PM

PROPERTY SITUS ADDRESS

3 HWY 101 N
IIT A
Maintenance Area: 6-19

OWNER NAME AND MAILING ADDRESS

MURCH GARY &
MURCH CARLY
29 YACHATS RIVER RD
CHATS, OR 97498

LEGAL DESCRIPTION

CHATS - 1ST ADDN, BLOCK 4, LOT 1,2 &
VS OF 3 & 4, DOC201208885

GENERAL PROPERTY INFORMATION

Prop Class: 201
NBH Code: Y216
Prop Type Code: COM
Prop Code: Z8: COMMERCIAL (NON NWPT & L.C
Next Appr Date:
Next Appr Reason:
Last Appr Date: 12/30/2019
Appraiser: CW, CW
Zoning: C-1
Code Area: 328
Related Accts: P502503, P503074, P503148,
P506226, P512688, P516118,

VALUE HISTORY

Year	Land RMV	Imp RMV	Total RMV	Total AV	LSU Value
2022	159,790	208,140	367,930	338,740	
2021	228,500	173,080	401,580	328,880	
2020	193,640	173,080	366,720	319,310	
2019	193,640	166,760	360,400	310,010	
2018	231,970	105,860	337,830	300,990	
2017	231,970	105,860	337,830	292,230	

ASSESSMENT INFORMATION

Land Non-LSU:	Land Improvement:	Non-LSU RMV Total:	Land LSU:	RMV Total:	Prior MAV:	Prior MAV Adj:	Prior AV:	Prior AV Adj:	AV +3%:	Except RMV:	CPR:	EX MAV:	LSU:	New M50 AV:	348,902
159,790	208,140	367,930		367,930	338,740		338,740		348,902						

SALES INFORMATION

Date	Type	Sale Price	Adj Sale Price	Validity	Inst. Type	Sale Ref
07/16/2010	31			SALE	MOC MEMORANDUM	201007209
09/14/2005	32			SALE	WD WARRANTY DEE	200514689
04/25/1996	36			SALE	WD WARRANTY DEE	MF317-1709

BUILDING PERMITS AND INSPECTIONS

Appraiser	Issue Date	Date Checked	% Comp	Comment

PARCEL COMMENTS

Flag- M_20C
Com- JV#461 FROM CODE 302 INPUT 4-23-07.

EXEMPTIONS

Code	Exempt RMV

Exceptions

Code	Year	Amount	Metho
NI	2020	6,320	
NI	2019	1,580	

MARKET LAND INFORMATION

Table	Method	Acres	Base Value	Adjustment Code - %
DEV: COM DEV OCEANVIEW Y21	SFT	0.230	15	S-79,V-120
DEV: COMMERCIAL SITE DEV Y20S	LT		14,750	
Total Acres:		0.230		

NBHD %	Total Adj %	Final Value
1.000	0.948	145,040
1.000	1.000	14,750
Total Market Land Value:		159,790

LAND SPECIAL USE

Code	SAV	Unt	Pr	MSAV	Unt	Pr	LSU

Total LSU:

LINCOLNPROD PROPERTY RECORD CARD

Property ID: R108349

Map and Taxlot: 14-12-27-DA-04400-00

Tax Year: 2023

Run Date: 2/9/2023 2:53:42 PM

COMMERCIAL IMPROVEMENTS																			
No.	Inst. ID	OAA Seg	Business Name	Occupancy	Class	Occ %	Stories	Hgt	Rank	Yr Blt	Eff Yr	Area	Perim	Adjustment Code-%	NBHD %	Total Adj %	RCNLD	MS Depr %	RMV
1	2105471	MA		350-Restaur		100	1		2.0	1936		1,778			1.900	1.900	70,002		133,00
2	2105474	LFB		163-Site Imp		100	1		2.0	1800		920			1.900	1.900			
3	2105476	FA		163-Site Imp		100	1		2.0	1800		336			1.900	1.900			
4	2105477	OI		163-Site Imp		100	1		2.0	1800					1.900	1.900	9,994		18,99
1	2105472	MA		353-Retail St		100	1		2.0	1936		1,531			1.900	1.900	29,550		56,15
Total RMV:																			208,14

COMMERCIAL ADDITIONS			
No.	Instance ID	Type	Value

COMMERCIAL BASEMENTS			
No.	Instance ID	Bsmt Type	Area
			Depth

COMMERCIAL COMMENTS

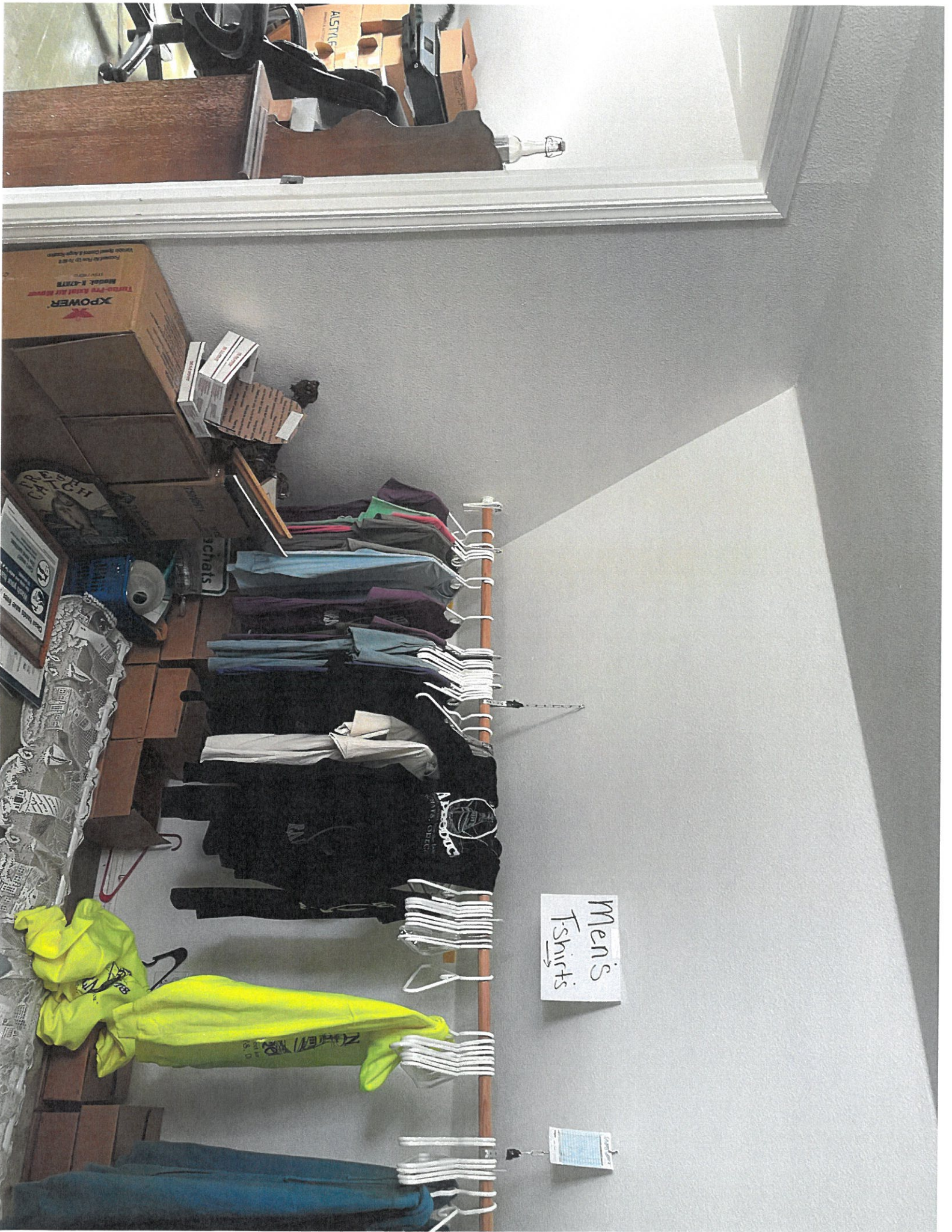
COPY











Men's
T-shirts

CASE FILE: #1-CU-PC-23
DATE FILED: February 6, 2023
DATE APPLICATION DEEMED COMPLETE: February 6, 2023
HEARING DATE: March 21, 2023
PREVIOUS ACTION: None

STAFF REPORT

Conditional Use Application

APPLICANT: Gary Church, Sr.

A. REPORT OF FACTS

1. **Property Location:** The subject property is located at 153 Highway 101 N and described on the Lincoln County Assessor's Map 14-12-27-DA as Tax Lot 4400. The applicant refers to the property as 164 Beach Street but the Lincoln County Assessor's Office has not assigned that address.
2. **Applicant's Request:** The applicant is requesting a conditional use permit to convert existing storage space into a one-bedroom apartment for employee housing. The space in question is located on the second level of the Luna Sea dining area that fronts on Beach Street. The unofficial address is 164 Beach Street.
3. **Zoning:** C-1 Retail Commercial Zone
4. **Plan Designation:** Commercial
5. **Lot Size and Dimensions:** The subject property totals 0.23 acres or approximately 10,019 square feet.
6. **Surrounding Land Use:** Surrounding land uses consist primarily of commercial establishments and zoning. The subject property houses Topper's Ice Cream, Luna Sea Fish House and Turtle Island. C&K Market is located to the north. The Drift Inn is to the east and the Post Office is due west.
7. **Utilities:**
Water & Sewer: City of Yachats
Electricity: Central Lincoln PUD
8. **Development Constraints:** None

B. EVALUATION OF REQUEST

1. **Applicant's Proposal:** The applicant submitted the required application form and fee.
2. **Relevant Yachats Municipal Code (YMC) Criteria:**

YMC Chapter 9.28 C-1 Retail Commercial Zone

Section 9.28.020 Conditional Uses

In a C-1 zone, the following uses and their accessory uses may be permitted subject to the provisions of Chapters [9.44](#), [9.48](#), [9.52](#) and [9.72](#) where applicable:

- A. Mixed use (commercial and residential);

YMC Section 9.48.010 General requirements – Off-street Parking and Loading

Refer to Chapter [9.04.030](#) Definitions for the definition of "Parking, off street." At the time a structure is

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erected or enlarged or the use of an existing structure is changed, off-street parking spaces, loading areas and access thereto shall be provided as set forth in this section unless: (1) greater requirements are otherwise established; or (2) approved planned unit developments (PUDs) provide other parameters.

- A. Requirements for types of buildings and uses not specifically listed herein shall be determined by the City Planner, based upon the requirements of comparable uses listed.
- B. In the event several uses occupy a single structure or parcel of land, the total requirements shall be the sum of the requirements of the several uses computed separately.
- C. Owners of two (2) or more uses, structures or parcels of land may agree to utilize jointly the same parking and loading spaces when the hours of operation do not overlap, provided that satisfactory legal evidence is presented to the Planning Commission in the form of deeds, leases or contracts to establish joint use.
- D. Off-street parking spaces for dwellings shall be located on the same lot with the dwelling. Parking spaces for non-residential uses shall be located not farther than five hundred (500) feet from the building or use they are required to serve, measured in a straight line from the building.
- E. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only, and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use.
- 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.
- G. Except for parking to serve dwelling uses, parking and loading areas adjacent to or within residential zones or adjacent to residential uses shall be designed to minimize disturbance of residents by the erection between the uses of a sight-obscuring fence of not less than five (5) feet in height where vision clearance is required.
- H. Perpendicular or diagonal parking spaces for commercial uses that are located along the outer boundaries of a lot shall be contained by a curb or bumper rail at least four (4) inches high and set back a minimum of four and one-half (4.5) feet from the property line.
- I. Any lights provided to illuminate any public or private parking area or sales area shall be arranged so as to reflect the light away from any abutting or adjacent residential zone.
- J. Groups of more than four (4) parking spaces shall be served by a driveway so that no backing movements or other maneuvering within a street, other than an alley, will be required.
- K. Loading of Merchandise, Materials or Supplies. Buildings or structures which receive and distribute material or merchandise by truck shall provide and maintain off-street loading berths in sufficient numbers and size to adequately handle the needs of the particular use. Off-street parking areas used to fulfill the requirements of this title may be used for loading and unloading operations during periods of the day when not required to take care of parking needs.

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L. Off-Street Parking Space Requirements.

1. Residential Dwellings. Residential dwellings shall provide the following off-street parking spaces:

One-family dwelling, two (2) spaces;

Two-family dwelling, four (4) spaces;

Three-family dwelling, five (5) spaces;

Four-family dwelling, six (6) spaces;

Each additional unit, one and one-half space (rounded-up to the nearest whole number).

2. Manufactured dwelling park: two (2) spaces for each manufactured dwelling space.

3. Motel, hotel or resort: one space for each guest accommodation.

4. Nursing home or similar institution: one space for each three (3) beds.

5. Church, club or similar place of assembly: one space for each four (4) seats, or one space for each twenty-five (25) square feet of floor area used for assembly.

6. Library: one space for each one hundred (100) square feet of floor area.

7. Dance hall, skating rink, or similar commercial amusement enterprise: one space for each seventy (70) square feet of floor area.

8. Bowling alley: six (6) spaces for each alley.

9. Retail store: one space for each two hundred (200) square feet of floor area.

10. Service or repair shop, retail store handling bulky merchandise such as automobiles and furniture: one space for each six hundred (600) square feet of floor area.

11. Bank, office: one space for each three hundred (300) square feet of floor area.

12. Medical and dental clinic: one space for each two hundred (200) square feet of floor area.

13. Eating and drinking establishments: one space for each one hundred (100) square feet of total floor area.

14. Light industrial: one space for each six hundred (600) square feet of total floor area. (Ord. 354 § 2, 2018; Ord. 314, Amended, 07/12/12; Ord. 304, Amended, 9/8/2011; Ord. 180 § 1, 1996; Ord. 175, 1995; Ord. 73E § 3.020, 1992)

YMC Chapter 9.72 Conditional Uses

Section 9.72.010 Authorization to grant or deny conditional use permits.

Conditional uses listed in this title may be permitted, enlarged, altered or denied by the Planning Commission in accordance with the standards and procedures set forth in this chapter.

A. In taking action on a conditional use permit application, the Planning Commission may either permit or deny the application. The Planning Commission's action must be based on findings addressing the requirements of the comprehensive plan and zoning ordinance, as addressed in Chapter [9.88](#).

B. In permitting a conditional use or the modification of a conditional use, other than a manufactured dwelling, manufactured dwelling park or multifamily dwelling, the Planning Commission may impose, in addition to those standards and requirements expressly specified by this title, additional conditions which are considered necessary to protect the best interests of the surrounding City as a whole. These conditions may include, but are not limited to, the following:

1. Increasing the required lot size or yard dimensions;
2. Limiting the height of buildings;
3. Controlling the location and number of vehicle access points;
4. Increasing the street width;
5. Increasing the number of required off-street parking spaces;
6. Limiting the number, size, location and lighting of signs;
7. Requiring fencing, screening, landscaping, walls, drainage or other facilities to protect adjacent or nearby property;
8. Designating sites for open space;
9. Setting a time limit for which the conditional use is approved;
10. Regulation of noise, vibration, odors and sightliness;
11. Requiring surfacing of parking areas;
12. Regulation of hours of operation and duration of use or operation;
13. Such other conditions as will make possible the development of the City in an orderly and efficient manner and in conformity with the intent and purpose of the Yachats comprehensive plan;
14. If at any time the standards or requirements for conditional use approval are not followed, a zoning violation will be considered to exist.

C. In the case of a use existing prior to the effective date of the ordinance codified in this title and classified in this title as a conditional use or a nonconforming use, a change in use or in lot area or an alteration of structure shall conform with the requirements for conditional use.

D. The Planning Commission may require that the applicant for a conditional use furnish the City with a performance bond of up to the value of the cost of the improvement to be guaranteed by such bond, in order to assure that the conditional use is completed according to the plans as approved by the Planning Commission.

Section 9.72.040 Time limit on a conditional use permit.

Authorization of a conditional use shall be void after one year or such lesser time as the authorization may specify unless substantial construction pursuant thereto has taken place. However, the Planning Commission may extend authorization for an additional period not to exceed six months on request.

- 3. Public Testimony Received:** At the time this staff report was prepared, the City had received no written testimony.

C. STAFF ANALYSIS

1. The Request and the C-1 Retail Commercial Zone

The applicant is requesting a conditional use permit to modify an existing commercial building into a mixed-use structure. Mixed use is allowed as a conditional use in the C-1 zone. No changes to the exterior of the existing structure are proposed.

The main consideration for the Planning Commission is the issue of parking. YMC Section 9.48.010 (L)(1) states that a single-family residence shall provide two off-street parking spaces. However, if the residence is restricted to use by an employee of one or more of the businesses on site, YMC Section 9.48.010 (C) may give the Commission some discretion. It states that "Owners of two (2) or more uses, structures or parcels of land may agree to utilize jointly the same parking and loading spaces when the hours of operation do not overlap, provided that satisfactory legal evidence is presented to the Planning Commission in the form of deeds, leases or contracts to establish joint use". A case could be made that the employee/resident's hours at work/home will never overlap.

2. Conditional Use

In taking action on a conditional use permit application, the Planning Commission may either permit or deny the application. The Planning Commission's action must be based on findings addressing the requirements of the comprehensive plan and zoning ordinance. In permitting a conditional use the Planning Commission may impose conditions which are considered necessary to protect the best interests of the surrounding city as a whole.

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, the Planning Commission should state any conditions of approval.

Submitted by,

Katherine Guenther
City Planner



Draft Housing Strategies

Yachats Housing Implementation Plan

March 2, 2023



01

Welcome and Overview

2:00 – 2:15 pm

02

Draft Housing Strategies

2:15 – 3:05 pm

03

Q&A, Discussion, Polling

3:05 – 3:25 pm

04

Next Steps

3:25 – 3:30 pm

Overview

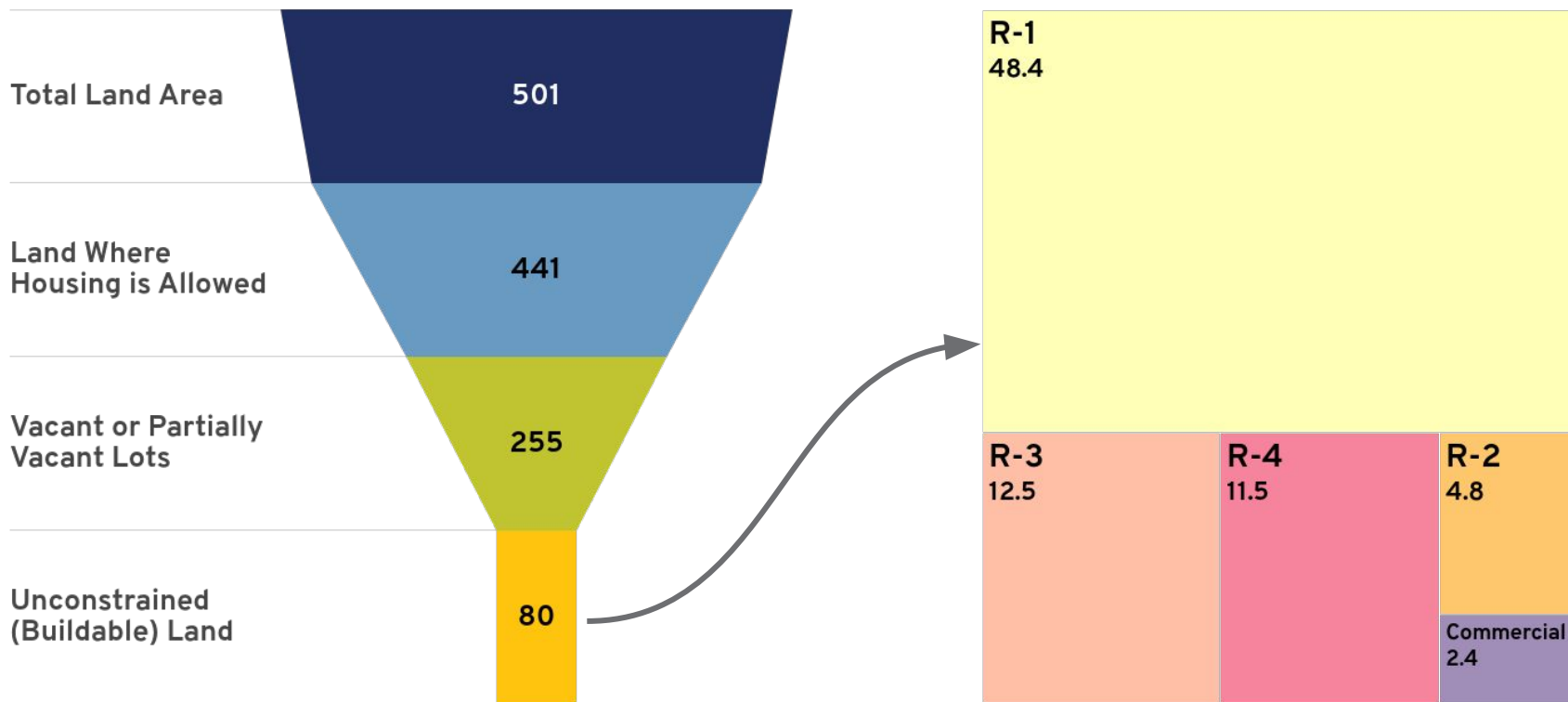
Review of Housing Needs Analysis and Overview of Housing Implementation Strategies

Background and Purpose

- The purpose of the **Housing Needs Analysis (HNA)** is to quantify 20-year housing need and help the city to identify actions and solutions to facilitate development of housing that is needed.
- The purpose of the **Housing Implementation Plan (HIP)** is to identify actions the city can take to address housing needs based on the findings of the HNA.
- The purpose of today's meeting is to present and share findings related to tools and strategies being considered for inclusion in the HIP and to get your feedback on them.
- This is the first of 3 work sessions we will be doing with the Council and/or Planning Commission between now and the end of June.

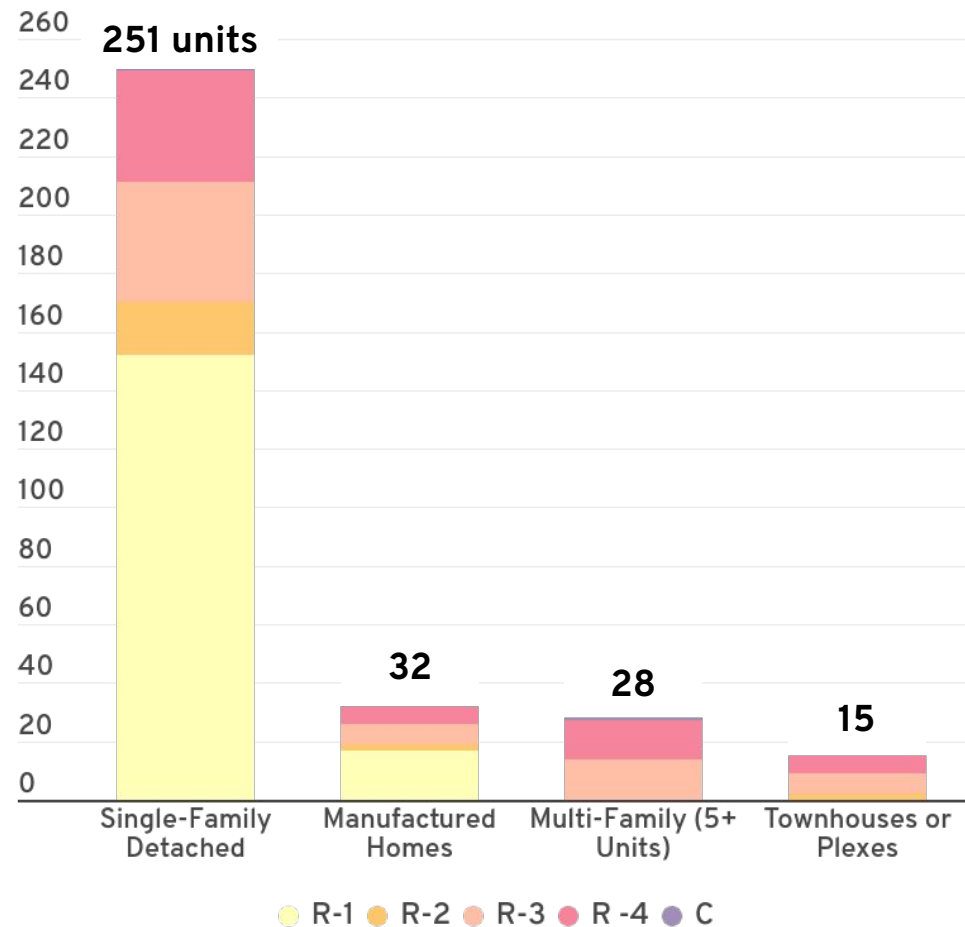


Summary of Buildable Land Inventory Results (Acres)

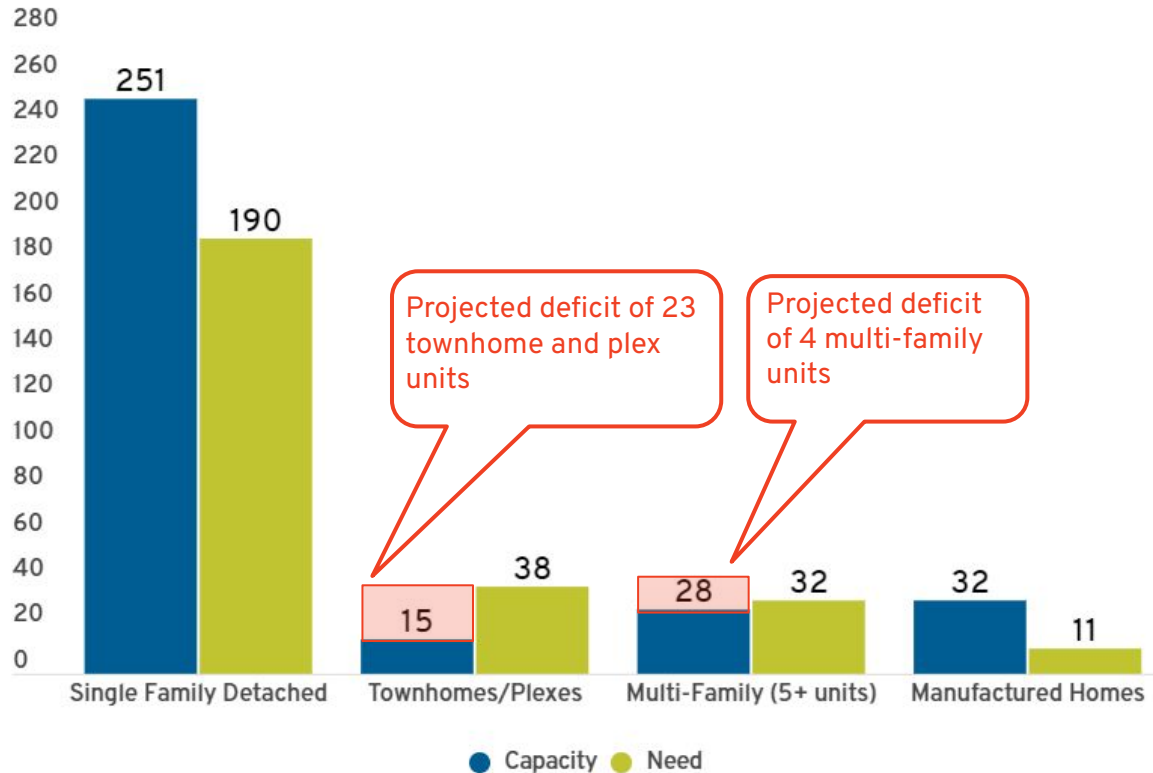




Housing Capacity by Housing Type and Zone District



20-Year Housing Need vs. Estimated Capacity by Housing Type



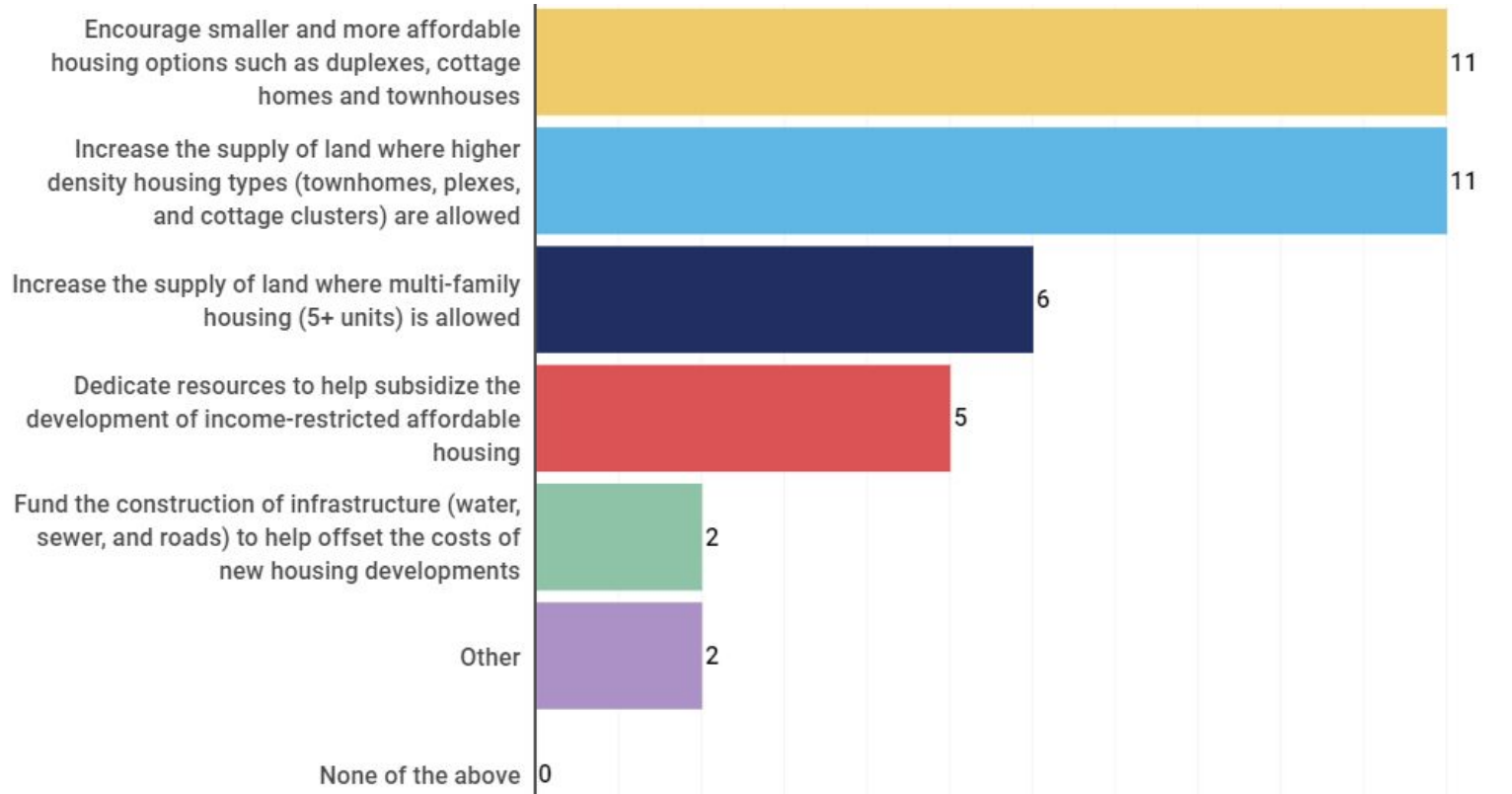
Evaluating housing capacity by housing type highlights a potential deficit of land for townhomes, plexes and multi-family housing.

Draft Housing Strategies

Review of Draft Strategies Being Considered for Inclusion in the
Housing Implementation Plan

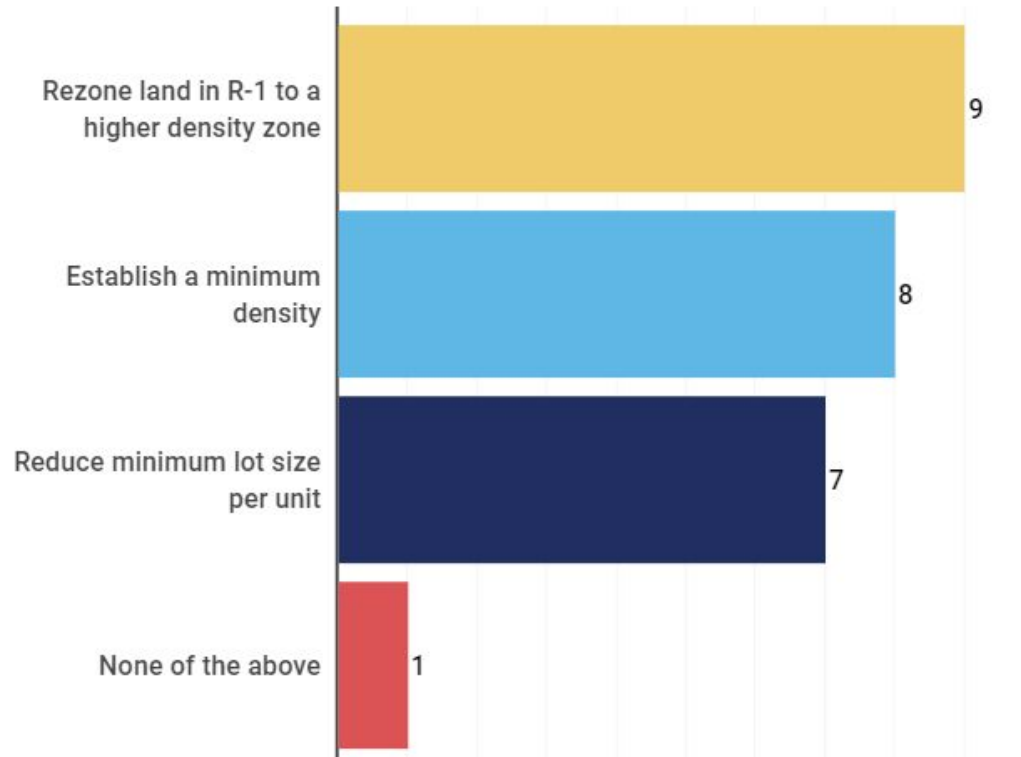
Polling from Previous Work Session (September 13, 2022)

What are some things the City can do to help meet housing needs? Choose up to 3.



Polling from Previous Work Session (September 13, 2022)

Of the three potential zoning changes, which do you support? Choose up to 3.



Overview of Recommended Regulatory Strategies

The following 7 regulatory strategies are recommended for consideration in the HIP. The strategies are targeted to the key housing needs that are not being fulfilled by recent development.

Townhomes, Plexes and Multi-Family Housing

- 1 Rezone land in the R-1 Zone to higher density zone
- 2 Establish a minimum density standard in R-3, R-4, and C zones
- 3 Reduce minimum lot size per unit

All Housing

- 4 Define and allow a wider range of housing types
- 5 Identify and remove unnecessary regulatory barriers
- 6 Reduce parking requirements (for certain housing types)

Manufactured Housing

- 7 Bring code into compliance with state requirements for manufactured housing and parks

Recommended Zoning Changes

Zoning changes recommended to address lack of supply for multifamily housing, townhouses, and plexes.

1. Rezone Land in the R-1 Zone to a Higher Density Zone
2. Establish a Minimum Density in the R-3, R-4, and C Zones
3. Reduce Minimum Lot Size Standards for Multi-Unit Housing

REZONE LAND IN THE R-1 ZONE TO HIGHER DENSITY ZONE

Background

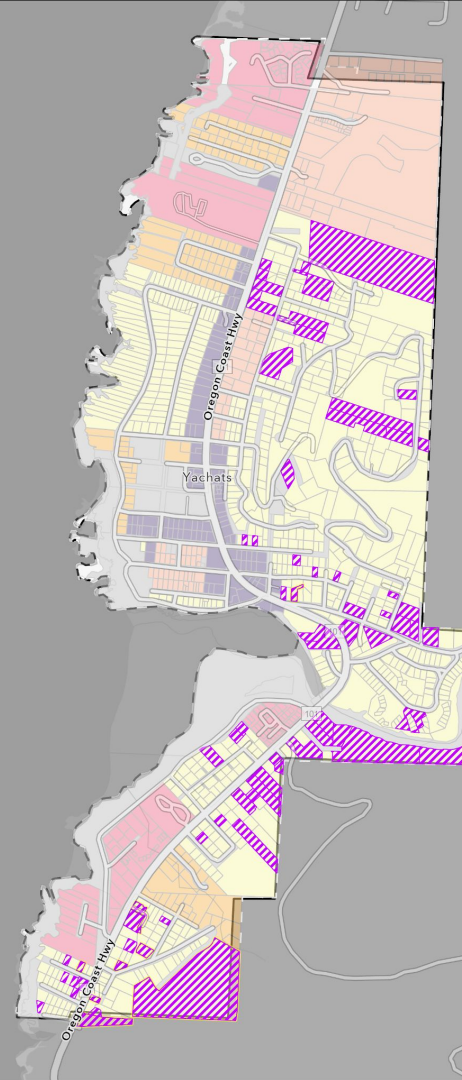
The majority of the city's residential land supply (over 60 percent) is located in the R-1 zone. The Residential Land Needs Analysis (RLNA) indicates an estimated surplus of single family housing capacity and a potential deficit of land for townhomes, plexes and multi-family housing. Strategically rezoning areas of the R-1 zone to one of the city's higher density residential zones is a way to facilitate additional capacity for development of townhomes, plexes and multi-family housing.

Strategy

Rezone an area of the R-1 zone to one of the city's higher density residential zones that allow townhomes, plexes and multi-family housing, such as R-3 or R-4.

Benefits and Effectiveness

Increasing the supply of land where higher density housing types are allowed removes a major barrier to developing these types of housing.



ESTABLISH A MINIMUM DENSITY IN R-3, R-4, AND C ZONES

Background

4 out of 5 homes built in Yachats since 2000 have been single family detached, and all of the housing built in the R-4 zone since 2000 has been single family detached housing. Establishing a minimum density standard in higher density zones would preserve buildable land in these zones for needed townhomes, plexes and multi-family housing.

Strategy

Set a minimum density standard in R-3, R-4, and C zones. This would incentivize development of needed types of housing to be built in addition to single family homes in these areas, while still allowing for development of higher density single family housing (on smaller lots).

Accessory dwelling units are not typically included in density calculations but could be included to meet minimum density requirements.



REDUCE MINIMUM LOT SIZE STANDARDS FOR MULTI-UNIT HOUSING AND ELIMINATE MAX DENSITY

Background

Less than 10% of the overall supply of housing built in Yachats since 2000 has been townhouse, plex, or multi-family housing, but one quarter of needed housing over the next 20 years consists of these housing types. Minimum lot sizes currently required to develop multiple-unit housing in Yachats often make these projects infeasible to build on existing lots.

Strategy

Reduce minimum lot size standards in all zones and set minimum lot size standards in accordance with existing lot sizes.

Benefits and Effectiveness

Reducing minimum lot size standards and setting them in accordance with existing lot sizes would allow land to be used more efficiently and would increase the capacity for townhomes, plexes and multi-family housing in the areas where this strategy is applied.

Yachats Minimum Lot Size Standards (sq. ft.)

Zone	Single Fam	Duplex	3+ Units
R-1	7,500	X	X
R-2	6,000	7,500	X
R-3	6,000	7,500	6,000+ 2,500/du
R-4	6,000	7,500	5,000+ 2,500/du
C	6,000	2,500/du	2,500/du

Additional Regulatory Strategies

Zoning and regulatory changes that may help to remove barriers to development of a wider variety of housing types and meet key housing needs.

1. Define and Allow a Wider Range of Housing Types
2. Identify and Remove Unnecessary Regulatory Barriers
3. Reduce Minimum Parking Requirements
4. Bring Code into Compliance with Requirements for Manufactured Housing

DEFINE AND ALLOW A WIDER RANGE OF HOUSING TYPES

Background

Nearly every residential zone in Yachats excludes some housing types which may otherwise be appropriate and compatible in the district. Unnecessary restrictions on housing types can worsen housing shortages and affordability challenges. Increasing the supply of land where higher density housing types are allowed removes a major barrier to developing lower cost housing.

Strategy

- Allow duplexes in the R-1 zone.
- Allow up to triplex in the R-2 zone.
- Define and allow ADUs and cottage clusters in all zones.
- Bring factory built and manufactured dwelling and park standards into compliance with state law.



Housing Types

	R-1 Single Family Residential	R-2 Single Family & Duplex	R-3 Single Family, Duplex, & Multi-Family	R-4 Single Family, Duplex, Multi-Family & Motel	
Single-family detached					 Currently permitted
Accessory dwelling unit					 Recommended to be Permitted
Cottage cluster					
Duplex / 2-Unit Townhouses					 Currently not permitted
Triplex / 3-Unit Townhouses					
Quadplex / 4-Unit Townhouses					
Multifamily (5+ Units)					
Manufactured Dwelling					
Manufactured Dwelling Park					 Required to be Permitted per state law

**Commercial zone allows all uses allowed in residential zones*

IDENTIFY AND REMOVE UNNECESSARY REGULATORY BARRIERS

Background

Many communities set their maximum lot size, lot coverage, building height, setback, landscaping and open space regulations more or less arbitrarily and require discretionary review for certain housing types. This can create regulatory barriers.

Strategy

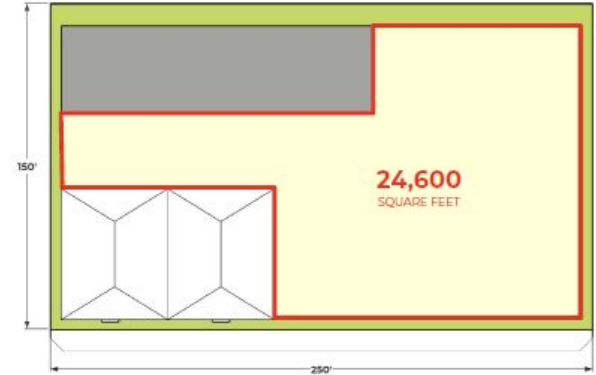
Align code standards such as setbacks and lot coverage requirements with existing development patterns. Replace subjective design or conditional use criteria with objective standards.

R5 ZONE 12-UNIT MULTIPLEX

Due to the minimum lot size requirement, 66% of the lot is underutilized.

This land area is worth about \$172,000.

A developer may choose to increase the size of units (and use more of the lot), but that will only result in more expensive homes.



Parking Regulations - Reduce Parking Requirements

Strategy

Reduce parking requirements to reduce barriers to development to and to be consistent for all types of multiple unit housing.

Housing Type	Current Requirement	Recommended
Single Family	2.0	2.0
Duplex or 2-Unit Townhouses	4.0	3.0
Triplex or 3-Unit Townhouses	5.0	5.0
Quadplex or 4-Unit Townhouses	6.0	6.0
Multifamily (5+ Units)	1.5/unit ¹	1.5/unit
ADU	—	None
Cottage Cluster	—	1.5/unit
Affordable Housing Project		0.75/unit

¹Rounded up to the nearest whole number

BRING CODE INTO COMPLIANCE WITH STATE REQUIREMENTS FOR MANUFACTURED HOUSING

Many of the city's current standards for manufactured housing are out of compliance with state statute (ORS 197.314)

- ~~The manufactured home shall be multi-sectional and enclose a space of not less than one thousand (1,000) square feet. A manufactured home shall not be considered multi-sectional (double-wide or larger) by virtue of having a tip-out section.~~
- ~~The manufactured home shall be placed on an excavated and backfilled foundation, enclosed at the perimeter with a skirting of concrete, concrete block, or masonry. Where the building site has a sloped grade, no more than twelve (12) inches of the enclosing material shall be exposed on the uphill side of the home. If the manufactured home is placed on a basement or a garage, the twelve (12) inch limitation will not apply.~~
- The manufactured home shall be certified by the manufacturer to have an exterior thermal envelope meeting performance standards which reduce levels equivalent to the performance standards required by single-family dwellings constructed under the state building code as defined in ORS 455.010.
- ~~The manufactured home shall bear an insignia, issued not earlier than three (3) years prior to the date of application for a placement permit, showing compliance with Department of Housing and Urban Development standards.~~
- ~~If the manufactured home has a garage or carport, it shall be constructed of like materials.~~
- Manufactured homes shall be subject to all of the restrictions in the residential zone where situated related to signs, lot sizes, yards, height of buildings, lot coverage and other applicable restrictions under the City's zoning and other ordinances.
- ~~The manufactured home shall have a pitched roof not less than a nominal three (3) feet in height for each twelve (12) feet in width.~~



Additional Strategies and Tools

Non-regulatory strategies and tools the City could implement to address housing needs and facilitate housing production. They fall into three categories:

1. Financial Incentives
2. Land-Based Strategies
3. Investments and Funding

Financial Incentives

1. Calibrate and Reform System Development Charges
2. Offer a Property Tax Exemption for Key Housing Needs
3. Consider a Vacant Housing Tax

CALIBRATE AND REFORM SYSTEM DEVELOPMENT CHARGES

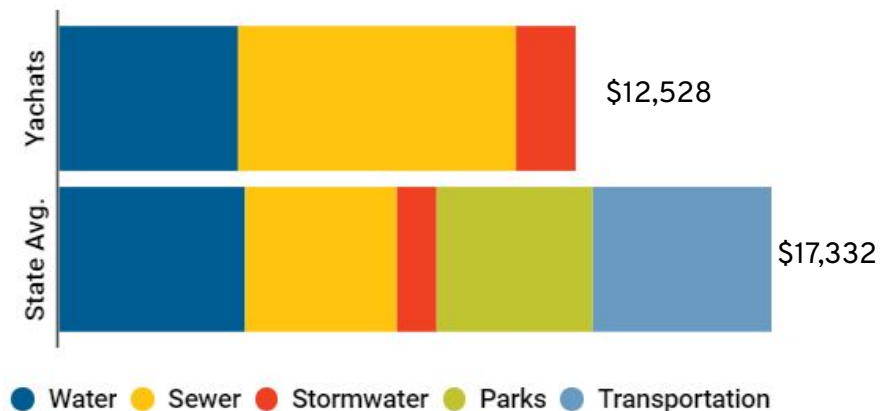
Background

The impact of system development charges (SDCs) on development costs can be lessened by providing reductions, waivers, and financing options. Fees can be scaled by the square footage of the unit or the number of bedrooms. Scaled fees can incentivize development of smaller units, which are usually more affordable than larger units.

Strategy

Conduct an SDC rate study to evaluate potential changes to the methodology. Refer to OHCS Oregon SDC Study (2022) as a reference.

Typical SDCs for Single Family Dwelling



OFFER A PROPERTY TAX EXEMPTION FOR KEY HOUSING NEEDS

Background

Property tax exemptions can be structured to incentivize development of specific needed housing types in specific locations, such as affordable housing, conversions of existing structures, and homes targeting first-time homebuyers. Cities can control which projects are eligible and cap the total amount of tax abatement annually.

Strategy

Consider creating a property tax exemption for housing projects that provide certain benefits and may otherwise not be economically feasible, such as income restricted and workforce housing.



Examples of cities that offer property tax exemptions for affordable or market rate housing:

- Beaverton
- Bend
- Eugene
- Florence
- Gresham
- Hillsboro
- Milwaukie
- Newport
- Portland
- Redmond
- Salem

VACANT PROPERTY TAX

Background

Vacant property taxes, when implemented, allow jurisdictions to incentivize development on vacant lots and activate empty unused structures. In an example from Oakland, CA a property is deemed “vacant” if it is in use less than fifty (50) days in a calendar year. Additionally, this type of tax comes with several exceptions such as not being applied to nonprofit organizations, vacant land in the midst of construction, or if the owner is considered very low-income.

Strategy

Explore the feasibility of implementing a vacant property tax in Yachats.



Examples of cities that have implemented a vacant property tax:

- Oakland, CA
- Vancouver, BC

Land-Based Strategies

1. Utilize Excess Public Land for Housing
2. Assist with Land Acquisition and Banking
3. Form Partnerships with Land Trusts
4. Form Partnerships with Institutional Land Owners

UTILIZE EXCESS PUBLIC LAND FOR HOUSING

Background

By prioritizing the use of surplus land to meet housing needs, public entities can directly support a reduction of development costs in the form of land and/or low cost lease.

Strategy

Adopt a land disposition policy that states the City will prioritize selling or dedicating any surplus publicly-owned land to meet housing needs. The policy could specifically prioritize surplus land to be used to meet high priority housing needs and/or state that the City will offer the right of first refusal to a land bank, land trust, or non-profit affordable housing developer. The policy could be adopted jointly in partnership with the County, school district, or other public agencies, in order to broaden its impact to include other surplus lands.



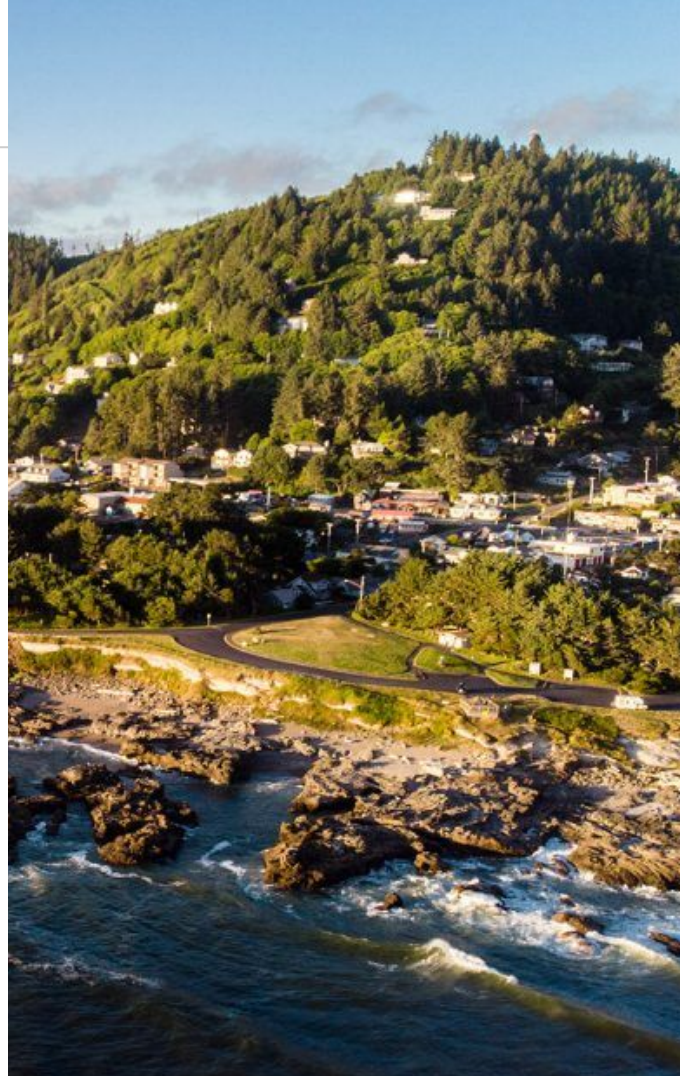
ASSIST WITH LAND ACQUISITION AND BANKING

Background

Land banks are public authorities or non-profit organizations created to acquire, hold, manage, and sometimes redevelop property in order to return properties to productive use and/or meet community goals, such as increasing supply of affordable housing or stabilizing property values. Land banking can greatly lower project development costs and is a powerful building block that can be paired strategically with other tools to make priority projects pencil. Jurisdictions may manage their own land banks or partner with non-profits to do so. Jurisdictions may also donate, sell, or lease publicly owned land for development even without a formal land bank organization.

Strategy

Explore opportunities for partnering with non-profits(s) to establish a local land bank .



FORM PARTNERSHIPS WITH LAND TRUSTS

Background

Community land trusts are nonprofit, community-based organizations designed to ensure community stewardship of land. They can be used for many types of development (including commercial and retail) but are primarily used to ensure long-term housing affordability. By separating the ownership of land from housing, this approach prevents market factors from causing prices to rise significantly, and hence guarantees that housing will remain affordable for future generations.

Strategy

Support a land trust by helping to convene local housing organizations, charities, foundations, or other stakeholders that may be interested in founding a local land trust or expanding an existing land trust to Yachats. The City can additionally support a land trust by creating an inventory of suitable sites for housing development. A separate inventory may also be created for older, distressed properties that may be targeted for acquisition by a non-profit affordable housing operator.



FORM PARTNERSHIPS WITH INSTITUTIONAL LAND OWNERS

Background

Non-profits and faith-based organizations (FBO) may have surplus land that could be sold or donated to be developed for high priority housing needs, including affordable housing. These organizations may also be eligible for specialized funding sources and fundraising mechanisms to build housing that could target homeless and very low-income populations.

Strategy

Engage with local FBOs to understand long-term plans for their sites and encourage partnerships to explore housing development opportunities.



Investments and Funding

1. Target Infrastructure Improvements to Support Housing
2. Target Urban Renewal Investments to Support Housing
3. Establish a Construction Excise Tax (CET)

TARGET INFRASTRUCTURE IMPROVEMENTS TO SUPPORT HOUSING

Background

Strategic infrastructure improvements can reduce costs of housing development and enable development on sites that would otherwise not be viable.



Strategy

Whenever planning for capital improvements, consider how the improvements will affect housing development opportunities in the area and, where feasible, modify project designs or prioritization to better improve conditions for housing development.



TARGET URBAN RENEWAL INVESTMENTS TO SUPPORT HOUSING

Background

Urban Renewal (UR) funds can be invested in projects and programs that support housing development, including financial incentives, infrastructure improvements, land acquisition.



Strategy

The City of Yachats Urban Renewal Plan includes a general project for development and redevelopment , which includes below market interest rate loans, financial incentives, write down of land acquisition costs and assistance in providing utilities and infrastructure. The City should explore allocating funds to targeted housing development and redevelopment projects and/or offsetting the costs of housing development incentives with UR funds.

ESTABLISH A CONSTRUCTION EXCISE TAX (CET)

Background

Oregon cities have the option to adopt a construction excise tax levied on the value of residential, commercial, and industrial improvements. A local jurisdiction can levy a CET of up to 1 percent of the permit value on residential construction. There is no cap to the tax rate for commercial and industrial construction. Funds from CET are tied to required allocations under state statute, primarily benefiting housing development incentives.

Strategy

Explore the feasibility of implementing a CET in Yachats.

Examples of jurisdictions that have adopted CETs to fund affordable housing programs

- Portland (1%)
- Milwaukie (1%)
- Bend (0.3%)
- Eugene (0.33-0.50%)
- Hood River (1%)
- Hood River County (1%)
- Tillamook County (1%)
- Cannon Beach (1%)
- Newport (1%)
- Corvallis (1-1.5%)
- Medford (.033%)

Discussion, Q&A, Polling

POLL QUESTION

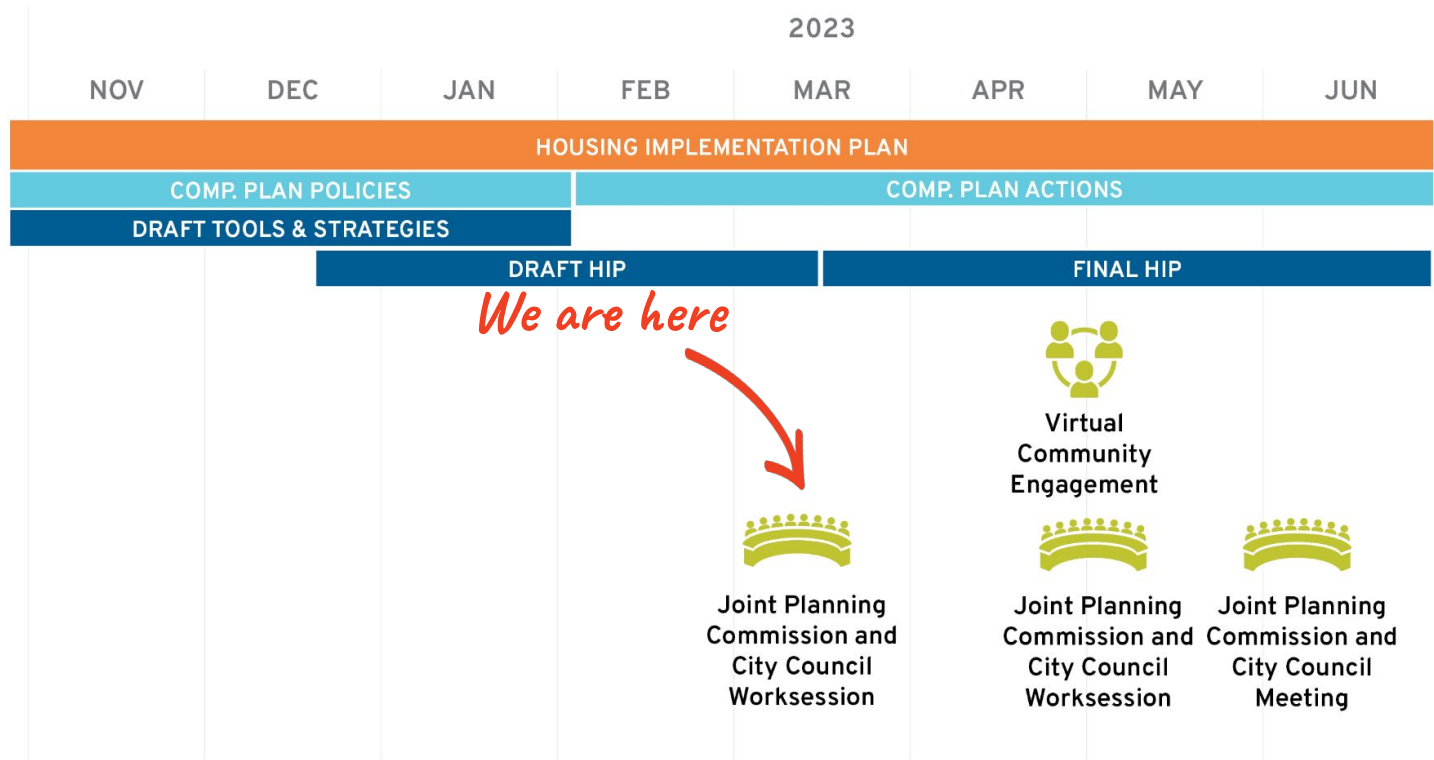
Which set of strategies would you like to focus a future worksession on? Choose 1.

1. Regulatory Strategies
2. Financial Incentives
3. Land-Based Strategies
4. Investments and Funding Tools

Next Steps

Next Steps

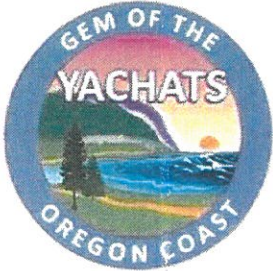
Contact rachel@cascadia-partners.com with questions or comments



Print

City of Yachats Volunteer Agreement - Submission #187

Date Submitted: 2/22/2023



City of Yachats

501 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*

Marc

Last Name*

Sakamoto

Address*

Gimlet Lane

City

Yachats

State

OR

Zip Code

97498

Daytime Phone*

Evening Phone

Email*

Volunteer Activity

Please describe the type of volunteer work you are interested in performing or activity/event you wish to volunteer for.*

Planning Commision

Please list the date(s) or range of dates for which you would like to volunteer

"Any time" can be a stated date range.

Statement of Interest or Related Experience for Commissions & Committees

Please provide a short narrative about why you chose to apply for this particular committee or commission. You may attach a document below, if needed.

Upload document, if needed

No file chosen

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*

Jacqueline

Last Name*

Danos

Address

 Spring Hill Road

City

Yachats

State

OR

Zip Code

97498

Phone Number



Relationship*

Friend

Years Known*

3 months

Reference 2

First Name*

Bob

Last Name*

Langley

Address

City

State

Zip Code

Phone Number

Relationship*

Years Known*

Emergency Information

Name and contact information for the person(s) to reach in the event of an emergency.

Name

Phone Number

Relationship

Name

Phone Number

Relationship

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

Date

2/22/2023

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

Minor

Signature

Date

mm/dd/yyyy

Version 2022-10-01

2023 Planning Commission Goals and Recommendations

In response to the request from the Mayor and City Council to review their 2023 Goals, the Yachats Planning Commission has the following additional goal recommendation:

'To promote sustainable and equitable growth through effective community planning.'

To these ends we further recommend the continuation and development of the following proposals and projects which the Planning Commission believes fall under this goal:

1. Structure and project development:

- a. Integration between the Planning Commission and the other commissions and committees.
 - Discuss the possibility of quarterly meetings.
 - Joint development of projects and submission of project application form(s)
 - Monthly chair roundtable updates
- b. Citizen Involvement in Land Use Planning
Citizen involvement is part of the responsibility of the Planning Commission. Both the Parking and Housing Studies were good examples of better citizen participation. How can the Planning Commission grow that participation?
 - City website use:
 - o Planning Commission documents folder to the best advantage
 - o Landing page
 - o Citizen input page
 - Facebook
 - Surveys and casual meetings

City staff are integral to the implementation of these efforts.

2. Several projects were started in 2022 which the Planning Commission will be continuing its work on. Those projects are:

- a. **Fences, Walls, and Hedges Amendment to Title 9, Yachats Municipal Code (YMC)**
This amendment is scheduled for Council action in April of this year.
- b. **Local Wetlands Inventory (LWI) Completion**
Receipt of DSL approval anticipated by late spring/early summer; may require Council action on YMC amendment.
- c. **City Center Parking Management Plan**
Final report with recommendations has been received from the consultants, Studio Davis. Recommendations for action, with support of the Public Works and Street Commission, should be ready to be forwarded to City Council by May 2023.
- d. **Housing Studies**
The first phase of the housing work that the Planning Commission has undertaken was finalized with the receipt from the consultants, Cascadia Partners, of the Housing Needs Analysis (HNA) Final Report. Phase Two of the process, the Housing

Implementation Plan (HIP) has begun as of January. The timeline for completion of this second phase is June 2023, after which final Planning Commission recommendations will be forwarded to the City Council for consideration and action by Council.

- Actions for Council consideration are expected to include:
 1. Amendments to the City's Comprehensive Plan related to Housing goals, policies, and actions.
 2. Amendments to City Zoning map and Title 9 of the Yachats Municipal Code (YMC) enhancing opportunities for development of a mix of housing options including but not limited to affordable housing.
 3. Non-regulatory tools and practices

e. Minor Amendments to Title 9, YMC

New terms and definitions, and related zoning provisions, identified by the Planning Commission as "immediate priority" should be ready to be forwarded to the City Council by May 2023 for consideration/adoption.

Upcoming work/projects that the Planning Commission recommends that the City Council consider are as follows:

1. Further Comprehensive Plan Audit

The Planning Commission recommends a review of the sections in the Yachats Comprehensive Plan that have not had a review in the past several years.

- a. Goals **A**-Protection of Natural Resources, **B**-Protection of Estuarine Resources, **C**-Protection of Shoreline Resources, **E**-Protection from Natural Hazards and Disasters, and **L**-Beaches have been updated but not incorporated into the Yachats Comprehensive Plan as of February 2023. The **DRAFT** language dated July 30, 2020, has been considered and adopted by the City Council. This language should now be incorporated into the official Yachats Comprehensive Plan. The Yachats Municipal Code has been updated to reflect the revised Comprehensive Plan for the Goals mentioned.
- b. In June 2023, with the completion of the work being conducted on housing, Cascadia Partners will submit for consideration and approval the language needed for the update to the **Goal J** – Meeting Housing Needs.
- c. In June the Planning Commission will report to the City Council on needed updates to the Comprehensive Plan not already addressed. This recommendation will include possible funding opportunities for any needed technical planning assistance, depending on the extent of identified revisions.

2. Demolition and Grading Amendment to Title 9, YMC

Consideration of amendments to Title 9 to address the demolition of structures and improve regulation of land disturbance for construction purposes. If the City Council deems it worthy of review recommendations provided would be provided to City Council, no later than December 2023.

3. Transportation Systems Plan

If pursued by the City and funded by ODOT in 2023, the Planning Commission would like to partner with the Public Works and Streets Commission, City Water Lead, and City Planner, to work with a selected transportation planning consultant to prepare a Transportation Systems Plan for Yachats. This Plan would replace the City's Village Circulation Plan and be a major element of an amended City Comprehensive Plan.

Budgetary implications:

1. GIS mapping software and education of staff or outside consultant.
 - a. There are free courses online available such as through Coursera.
 - b. Software through QGIS, a free and open-source GIS online platform.
 - c. Software – ARCGIS Pro would be approx. \$765/year for the subscription service.
ESRI Training - **ESRI – 877-377-4575 ext 5757 Megan Burlington(?) – left message.**
2. To lessen the workload on City staff due to the recommended enhancements for community input & communications a Civic Plus integrated third-party service for updating and posting information on the existing City website.
3. Consultant fees and grant writing for specific projects
 - a. It seems that as of February 2023 an outside consultant, Forage Design+Planning has been contracted for limited grant writing and public engagement(?)
4. Legal fees – in connection with ordinance and code review
5. Conference and training attendance for Planning Commissioners and staff

**CITY OF YACHATS
PLANNING COMMISSION WORK SESSION
FEBRUARY 14, 2023
SUMMARY MEETING**

Guests/Audience: 3

Chair, John Theilacker called this meeting to order at 10:08am: Attended: Jacqueline Danos, Co-Chair, Loren Dickinson, and Tod Davies. Absent: Lance Bloch. STAFF: Kimmie Jackson, Deputy City Recorder, Katherine Guenther, Planner

1. (00:55) Julie Davies resigned from the Commission due to personal reasons. There are two commission chair vacancies open at this time.
2. (2:53) COVID related off-street parking waiver letter was discussed amongst the Commissioners. City Council is scheduled to decide whether to extend an Outdoor Seating Area exception at their February 15th meeting which relates to off-street parking, and the Commission wanted to inform Council that they are working on the parking study with related recommendations at this time. One of the Commissioners walked the affected areas for parking and discovered that there are very few spaces that can be reclaimed and did not see a huge change in provided spaces if the businesses had to revert to existing on-site parking requirements. The Planner will inform the City Manager of the Commission's interest in helping with this Council decision before tomorrow's Council meeting.
3. (09:46) 2022 Parking Management Plan for City Center discussion: Reviewed the Draft Matrix showing Activity, Category, Priority, Cost, Benefit, Responsibly Party and Timeline.

The Commission discussed the attached draft matrix prepared by their Chair, and covered each item and members gave their comments. The items covered were the streets that are going to need signage, striping, street improvements, become a CIP, or will be Public Information and items that will need to go to Planning.

The Commission identified the need for public parking sign up at Hwy 101 N. & 4th Street, going in both directions; would like signs to be branded and add to Google Maps where the parking and EV parking is located.

(51:55) There may be some resident concern with some of these recommendations, and the Commission wishes to consult with the City's Public Works & Streets Commission to see what would work and would also need to get public input. Commission discussed using temporary striping, chalk paint, decommissioned yellow fire hose, or other options.

(1:38:15) Discussion continued that signage might limit parking, could strategically place 2-hour parking signs, just for detouring behaviors, and could lead to voluntary compliance.

The Chair will make the changes discussed and provide a more final draft Matrix of the Parking Management Plan recommendations at the next meeting, February 21st.

Chair Theilacker adjourned the meeting adjourned at 12:00pm.

**CITY OF YACHATS
PLANNING COMMISSION WORK SESSION
FEBRUARY 14, 2023
SUMMARY MEETING**

1

2 Prepared by Kimmie Jackson February 17, 2023.

**CITY OF YACHATS
PLANNING COMMISSION REGULAR MEETING
SUMMARY MEETING INUTES
February 21, 2023**

Guests/Audience: Unknown

1. Chair John Theilacker called the Planning Commission to order February 21, 2023, at 2:00pm in attendance: Chair, John Theilacker, Jacqueline Danos, Co-Chair, Loren Dickinson, and Tod Davies. Absent Lance Bloch. STAFF: Katherine Guenther, City Planner and Dayna Capron, Office Manager.
2. (0:01:20) Announcement/Correspondence: None
3. (0:01:48) Citizens Concerns: None
4. (0:2:00) Local Wetland Inventory Status - The Wetland Inventory was prepared and reviewed by the State; comments were received for the City to make some changes. Planning reengaged the consultants to update and as of last week, have not received an update from Pacific Habitat to report to Planning or Council. When the time comes, will see if Pacific Habitat or DCLD will review the final inventory when completed, and to plan a community engagement event to explain the document and how it will be used by the City.
5. (0:14:17) Housing Implantation Plan Update – Project Management Team met and covered the recommendations, put together information from different areas from discussions with Cascadia. The next meeting will be a joint webinar meeting presentation of the ideas presented on March 2nd from 2:00pm-3:00pm via zoom to the City Council and Planning Commission. There will another community engagement in March, date not determined yet.
6. (0:19:05) City Center Parking Management Plan Recommendations are to identify if the City has a parking problem, and what might the consultants recommend to Planning at the Work Session. Planning reviewed the matrix of items and prioritized them for implementation by the City. Today's meeting will be the last review before it is forwarded with recommendations to Public Works & Streets Commission.
7. (0:24:31) Motion to forward the matrix chart that details the Parking Study to Public Works & Streets Commission for their review at their March 14th Meeting. The vote was called for and all were in favor, and the Ayes have it.
8. (0:29:45) Outdoor seating expansion recommendations to Council – Council decided to let the resolution expire. Council is looking for recommendations from the Planning Commission for outdoor seating and required parking needs.

1
2 9. (0:36:58) 2023 Planning Commission Goals and Projects – Members covered
3 proposed goals, and will continue to work on Fences, Walls, Hedges Amendment
4 to Title 9, the Local Wetlands Inventory completion and adoption, City Center
5 Parking Management Plan final report with recommendations, the Housing
6 Studies, minor amendments to Title 9. Some of the upcoming work projects
7 Planning recommends to City Council are a Comprehensive Plan Audit,
8 Demolition and Grading Amendment to Title 9, Structure and project
9 Development, and other projects of interest to Council. The Planning
10 Commission are aware of the budgetary implications.

11
12 10.(1:29:33) Reports – The Planner will be providing a monthly report starting in
13 March to the Planning Commission and City Council on how her time is spent
14 and will continue to provide the Planning Commission with the building permit
15 information.

16
17 11.(1:44:37) Meeting Summary (Informational) No discussion

18
19 12.(1:45:30) Other Business: Two Public Hearings will be coming up, they are
20 straight forward, a bed and breakfast, and a mixed-use application. Also
21 mentioned that there are two opening on the Planning Commission at this time.

22
23 Chair Theilacker adjourned the Regular Commission meeting adjourned at 3:48pm.

24
25 March 14, 2023, is the next Planning Commission Work Session.

26
27 Prepared by Kimmie Jackson February 27, 2023