



CITY OF YACHATS
PLANNING COMMISSION WORK SESSION MEETING
SUMMARY MINUTES
October 8, 2024

The regular meeting of the Planning Commission was called to order by Chair Marc Sakamoto at 10:00 a.m. in the Civic Meeting Room of the Yachats Commons. Members present: Loren Dickinson, Mary Aebi, Jolene Gosselin, Craig Hogan. Absent: Tod Davies and Jim Paul.

Staff: Katherine Guenther, Planner (zoom) and Recorder Kimmie Jackson. Absent:
Audience: 11

The Work Session focused on discussions about the housing code update, budget concerns, and the roles of different teams such as the DLCD (Department of Land Conservation and Development) and Cascadia Partners.

Key Points:

1. Budget and Scope:

- Cascadia Partners and DLCD have been discussing how to allocate the budget for the housing code update. DLCD prefers reallocating funds from community engagement events to code adoption work.
- The project's scope of work has changed several times, with DLCD suggesting some cost-cutting measures, such as reducing the number of representatives from Cascadia attending meetings.

2. Community Involvement:

- There is concern about spending a large portion of the budget on a single community meeting. Alternative ways to gather public input were suggested, including incorporating public feedback through planning commission packets and smaller discussions.

3. Project Management Team (PMT):

- The PMT consists of representatives from the Planning Commission, city staff, and potentially two council members. This team will work closely with consultants to guide the project.
- A key goal is to ensure that the public is aware and involved in the process, with regular updates provided during planning commission and council meetings.

4. Specific Focus Areas:

- The meeting highlighted the importance of focusing on concrete goals like Accessory Dwelling Units (ADUs) and ensuring that the outcomes are adoptable into city code rather than having a broad but unfocused scope.

- Discussion also included using local examples, such as cottage clusters, to better communicate housing ideas to the community.

5. Consultant Role:

- Cascadia Partners will provide detailed presentations and recommendations, but due to budget constraints, their role in public meetings will be limited. The city will rely more on internal resources for discussions with the community.

6. Next Steps:

- A kickoff meeting is planned, where the priorities for code amendments will be discussed. The city needs to decide on the representatives for this meeting.
- The scope of work documents needs to be reviewed by the team to ensure everyone is aligned before moving forward.

The overall tone was focused on efficiency, prioritizing the budget for essential parts of the project, and ensuring meaningful community involvement without overspending.

The meeting adjourned at 12:15 p.m.

By: Kimmie Jackson, Recorder