

YACHATS PLANNING COMMISSION

November 28, 2017

Regular Meeting Minutes

Chair Helen Anderson called the November 28, 2017 meeting of the Yachats Planning Commission to order at 3:03 pm in Room 3 of the Yachats Commons. Members present: Ron Urban, Helen Anderson, Shelly Shrock, Ginny Hafner, Christine Orchard. Absent: JD Deriberprey, James Kerti. Audience: 3.

Anderson stated that she was changing the agenda to have applicant interviews be first.

I. Applicants to the Commission

Anderson noted Commissioners had been given three applications. A fourth person had applied but did not meet the residency requirement. Anderson noted her term and the term of Commissioner Deriberprey were ending as of December 31, 2017. Deriberprey had indicated to her that he would not be reapplying, and she was reapplying. Applicant Mary Ellen O'Shaughnessey was present and applicant Lance Bloch was not. It appeared Bloch had not been instructed to attend the meeting. Upon Commissioner Hafner's suggestion, Commissioners agreed to interview Bloch at their December meeting, as there would be time for the applicant to attend the January 16, 2018 City Council meeting before the January Planning Commission meeting.

Anderson stated she knows O'Shaughnessey, believed she would be an excellent Commissioner, and noted her background in academic administration was relevant to how government works. Hafner asked O'Shaughnessey how her background would fit with the Planning Commission. O'Shaughnessey stated she worked for 35 years at the University of Illinois as a senior administrator where she developed, interpreted, and applied policies. She also worked with attorneys. She had worked in human resources and with the Champaign, IL nursing home. Commissioner Urban indicated he believed it is important for an applicant to understand the Commission's mission to both make recommendations on land use and make decisions on applying regulations on land use. He suggested they are more code interpreters. O'Shaughnessey stated she had read the Citizen's Handbook. O'Shaughnessey stated she has learned from work experience not to make decisions too fast upon taking a new position.

Hafner asked Anderson if she would be willing to be Chair again. Anderson indicated she would but noted she was open to any other Commissioner taking on that role.

I. Announcements and Correspondence

Planner Lewis handed out a statement for Layne Morrill suggested the addition an item 5 to Goal J in the Comp Plan on meeting housing needs. Lewis noted the Commission could address the matter when they return to the Comp Plan update.

II. Minutes

Anderson noted the draft minutes had been modified to indicate the correct date of October 17, 2017 on line 2 of the regular minutes and the date of July 18, 2017 on page 2, line 21 in the work session minutes was correct. Anderson stated the parliamentarian indicated a person could vote on minutes even if they were absent from the meeting.

Commissioner Urban moved to approve the October 17, 2017 work session, the October 17, 2017 regular meeting minutes, and the November 14, 2017 work session minutes: Aye – 5; No – 0.

III. Citizen's Concerns

1 Craig Bertie (319 E 3rd St) suggested the Commission establish a set of questions to ask future
2 applicants so that there is fairness and consistency across interviews.
3

4 **IV. Public Hearings**

5 **A. Case File #1-CU-PC-17 Hetzler Conditional Use Permit Application**

6 Anderson opened the Public Hearing on the Hetzler Condition Use Application. Anderson asked if
7 anyone wished to object to the jurisdiction of this Commission to hear this matter, if any
8 Commissioners needed to make any disclosures or abstain from voting on this application, and if
9 any Commissioner needed to declare ex parte contact. There were none.
10

11 Planner Lewis described the hearing process. Lewis summarized his Staff Report in the meeting
12 packet. He noted this application is a modification of a conditional use obtained in 2014,
13 increasing the number of hotel units from 15 to 19. Lewis identified the relevant code criteria by
14 title only (9.28. 9.28.010, 9.48).
15

16 Lewis summarized in the previous application the Commission had discussed the removal of a
17 manufactured home on the E 2nd parking are to create additional parking; however, removal of the
18 building was not necessary to meet the parking requirements. Lewis noted the conditions of the
19 new application require 27 off-street parking spaces, and with recent changes in parking, there are
20 currently 27 off-street parking spaces required. This condition exists without the removal of the
21 manufactured home. The current application requests the Commission remove the criteria to
22 remove the building. Hafner clarified that the manufactured home is not part of the hotel.
23

24 Lewis explained the circumstance around the elevated access to the new building above area on E
25 2nd Street. He noted this type of exception is typically reviewed by Public Works, and Public Works
26 has approved the proposal with the condition that the City reserves the right to ask the applicant to
27 remove the improvement should work need to be done in that area. Commissioners got
28 clarification on the location on the elevated walkway and connection to existing structures.
29

30 Hetzler explained the rationale for the proposed structure to not have a south entrance to the
31 rooms and to enter via the current hotel entrance.
32

33 Lewis noted the four conditions of approval:

- 34 1. Add 142 Hwy 101 N to the Drift Inn Hotel complex with four additional hotel rooms, office,
35 storage and laundry facilities, not to exceed 19 hotel rooms in the Drift Inn complex.
- 36 2. Maintain 27 off-street parking spaces.
- 37 3. Keep additional parking criteria from the 2014 conditional use permit.
- 38 4. The encroachment on the public right-of-way on E 2nd will be removed if the public right-
39 of-way is needed for public purpose.
40

41 Hafner asked Hetzler the layout of the parking in front of 142 Hwy 101 N. Hetzler indicated there
42 would be three spaces on one end two on the other end, and the external stairs will be removed.
43 Shrock asked if there was dedicated parking for the manufactured home. Lewis noted there is
44 parking for the manufactured home above the 27 spaces required for the conditional use.
45

46 Anderson opened the public input portion of the hearing.
47

48 There was no input from proponents or opponents to the proposal.
49

50 Craig Bertie (319 E 3rd St) asked how the use of the new spaces would be reserved for hotel
51 clients rather than neighbors and visitors. Anderson indicated the Planning Commission does not

1 control regulation of a given space as that is private property, just that it exists. The owner can
2 specify the space is reserved.

3
4 Anderson asked Hetzler if the manufactured home was used for worker housing. Hetzler stated
5 she has one worker renting the space at an affordable rate of \$600 per month.

6
7 Urban noted section 9.48(J) specifies there can be no backing of vehicles into a roadway in areas
8 of four or more spaces grouped together. Lewis explained there is room for backing in the lot itself
9 as the parking spaces are parallel to the highway.

10
11 Anderson noted in the Planner's Report the relevant code under section 9.48(L) should include
12 item #10 - service or repair shop handling area: one space per 600 square feet, and #11- bank or
13 office area: one space per 300 square feet.

14
15 Urban asked about previous discussion of the removal of the manufactured home. Anderson
16 stated the first conditional use permit stated the home should be removed and this conditional use
17 allows the home to remain. Lewis noted from a previous Planning meeting the removal of the
18 building was discussed but any decision about it would be saved for this hearing. Lewis noted the
19 recommended conditions in the current application would supersede previous conditions. It was
20 clarified that the addition of 142 Hwy 101 is not a request for a new conditional use for four rooms
21 but an addition to a previous conditional use to go from 15 to 19 rooms.

22
23 Anderson closed the public input section of the hearing.

24
25 Orchard moved to approve Hetzler's conditional use application #1-CU-PC-1 including the removal
26 of the request to remove the manufactured home and with the conditions specified in the Staff
27 Report: Aye – 5; No – 0. Motion passes.

28 29 **IV. Planner's Report**

30 Lewis noted the correct dates for the report should be September 13, 2017 through November 20,
31 2017. Hafner asked for clarification on the deck project on W 3rd St. Anderson asked for
32 clarification on the Gimlet Lane construction relative to the blocked-off steep section of Gimlet.

33
34 Commissioner discussed regulations on the expiration of conditional use permits. Regulations
35 state that significant progress must be made within a year or the permit expires. Lewis indicated
36 the plat had recently been approved.

37 38 **V. Other Business**

39 **From Staff**

40 Lewis clarified the next meeting is December 19, 2017 with light industrial and signs for the work
41 session agenda.

42 43 **From the Commission**– none

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45 Anderson adjourned the meeting at 4:06 pm.

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Helen Anderson, Chair

Date

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2 Minutes prepared by H H Anderson on December 10, 2017.

DRAFT