

# YACHATS PLANNING COMMISSION

September 19, 2017

## Work Session Minutes

Vice-Chair Ron Urban called the September 19, 2017 work session of the Yachats Planning Commission to order at 2:00 pm in Room 1 of the Yachats Commons. Members present: Ron Urban, Helen Anderson, James Kerti, JD Deriberprey, Christine Orchard, Shelly Shrock. Absent: Ginny Hafner. Audience: 0.

### **I. Commissioner Concerns**

Commissioner Deriberprey asked about the formula business regulations being returned to the Planning Commission. The City Council voted at their September 13, 2017 meeting to send the matter back to the Commission to address issues raised by the City Attorney if the City Manager did not have time to revise the current proposal.

Deriberprey asked for clarification on the removal of the building on the parking lot as part of the 2014 Hetzler conditional use permit. Deriberprey noted the minutes from the August 2017 meeting implied removal of the building was voluntary when the conditional use stipulated the building "shall be removed." Commissioner Anderson indicated she would stipulate an amendment to the August 2017 minutes to state, "The 1-CU-14 Hetzler permit indicates removal of the building is required."

Commissioners struggled to find the minutes in the Document Library. Planner Lewis noted that when the entire meeting packet was scanned as one document, commissioners did not have difficulty in finding meeting materials. Anderson asked Lewis to report the problem to Manager Davies.

Urban recalled the Light Industrial definition created by the Commission has not been forwarded to anyone. Urban expressed concern that work and proposals by the Planning Commission are not making it through the appropriate channels to reach a vote by the City Council. Anderson reviewed the process of the Commission's work getting to the City Manager, the City Attorney, and then to the Council. Councilor Shrock asked that the Commission be updated. Anderson noted no one had seen a document in the Document Library indicating the rejection of Planning Commission's proposal on making vacation rentals an outright use in residential zones.

Deriberprey asked about the Commission making a regular report to Council. Commissioners agreed that when a Planning Commission proposal is before Council for a vote, a representative from the Commission would be present. This role would be assigned on an as needed basis.

Anderson proposed the Chair of the Planning Commission assume responsibility for assuring proposals go through the proper channels to get to ordinance form. Commissioners discussed the appropriate places in the Code for the Light Industrial definition, noting 9.04.030 is for general definitions. Anderson asked what standards or regulations would apply to Light Industrial. Lewis noted other cities have zones for Light Industrial, rather than solely addressing the use as a conditional use.

Lewis stated a public hearing is required to include a new definition in the Code. He reminded the Commission that the Department of Land Conservation Development requires a 35-day notice and that the City must notify all residents affected by the proposed change 21 days prior to a hearing. Lewis and Commissioners discussed the work requirements of the City to do such a mailing and the option to group multiple minor code adjustments into one public notice. Lewis also noted Land Use Applications must be posted 7 days prior to a meeting.

Commissioner Kerti expressed concern over minutes for all Commissions not being posted with enough time to review before meetings. Anderson stated she would distribute minutes as soon as they are completed and the agenda would be posted a week prior to the meeting. Commissioners discussed the process for getting documents online in the Documents Library and how that process is impeding getting information distributed. Anderson suggested a work-around where a "dummy" agenda could be posted so relevant documents could be posted as they become available.

Urban stressed the importance of having follow-through with the Commission's work. Commissioners discussed how it took a citizen raising the Formula Business regulation issue at a Council meeting to get the Council to take action on the proposal. Commissioners briefly discussed having vacation rentals be a conditional use versus outright use.

## **II. Goals A-D Comprehensive Plan**

Lewis stated he created this summary for Commissioners to review for accuracy. Anderson noted a potential typo on Goal A Policy 13 or 3. Lewis noted the polarization around the issue of view versus tree protections, noting that legislation has likely not occurred because of the difficulty in getting consensus. Lewis indicated other jurisdictions have used overlay zones to address more controversial issues, and it is more difficult to enact restrictions in more developed areas.

Deriberprey asked if the Council had voted on the recommended changes to building height exception (9.52.170). Anderson indicated she would follow up on this issue.

Commissioners discussed what should be included on the Recreation and Natural Resources Map per questions raised by Lewis in his summary packet. Kerti noted the map is first mentioned in Goal B Policy 3 and 4, requiring that the map shall note access points and ADA compliancy. Kerti noted Policy 3 refers specifically to development "for purposes of resource management."

Lewis clarified the Natural Management Unit is confined to areas where salt and fresh water mix. Commissioners discussed access points such as the stairs on the south side of the bay and trails to the beach along Ocean View Drive. Lewis noted the rocky cliffs and tide pools are not included on the current map. Lewis indicated he would add the coastline features to the map. Commissioners agreed they could identify the access points once Lewis has identified the resources. Commissioners agreed the tsunami and flood hazard areas could be removed from the resources map. Anderson suggested highlighting the buffer zones to scale on the map or as an overlay for the map.

Urban adjourned the meeting at 3:00 pm.

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Ron Urban, Vice-Chair

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Date

Minutes prepared by H H Anderson on October 3, 2017.