

YACHATS PLANNING COMMISSION

February 27, 2018

Draft Minutes

Chair Helen Anderson called the February 27, 2018 meeting of the Yachats Planning Commission to order at 3:01 pm in the Room 1 of the Yachats Commons. Members present: Ron Urban, Helen Anderson, Shelly Shrock, Ginny Hafner, and James Kerti. Absent: Christine Orchard and Mary Ellen O'Shaughnessey. Audience: 0.

I. Announcements and Correspondence

II. Minutes

A. January 16, 2018 Regular Meeting

Urban asked for clarification on Section IV: Planner's Report regarding Hetzler's Conditional Use regarding "hotel." Lewis indicated he discussed this issue with Al Ames of Lincoln County, who indicated the City did not need to take action.

Commissioner Kerti noted the spelling of "laurdromat" instead of "laundromat"

Urban moved to approve the January 16, 2018 Planning Commission regular meeting minutes as amended: Aye 5; No – 0.

B. January 16, 2018 Work Session

Urban asked if a public hearing should be scheduled for Light Industrial as noted in page 1, line 39.

Lewis indicated this matter would be bundled with sign regulations.

Page 1, Line 42: Commissioners should be Commissioner

Page 1, Line 42: Panama City or Panama City Beach

Urban moved to approve the January 16, 2018 Planning Commission work session minutes as amended: Aye 5; No – 0.

C. January 23, 2018 Work Session

Page 1, Line 4: Special Meeting should be Work Session

Page 2, Line 42: "website could accomplish" to "website could accomplish putting a link on the home page."

Urban asked about page 2, Line 21 indicated the Commission would revisit an issue. Anderson suggested Urban keep a note of this matter. Urban also noted follow-through is needed on Page 2, Line 41 regarding sign size and the clarity about Nonconforming Signs.

Urban moved to approve the January 16, 2018 Planning Commission regular meeting minutes as amended: Aye 4; No – 0. Hafner was absent.

D. January 23, 2018 Special Meeting

Shrock moved to approve the January 16, 2018 Planning Commission special meeting minutes: Aye 4; No – 0. Hafner was absent.

E. February 6, 2018 Public Meeting

Urban moved to approve the January 16, 2018 Planning Commission regular meeting minutes as amended: Aye 5; No – 0.

Hafner moved to approve the February 6, 2018 Planning Commission public meeting minutes: Aye 5; No – 0.

III. Citizen's Concerns

1 Doug O'Connor (490 Lemwick Lane) explained the circumstances around a neighbor's hedge that
2 has grown to over 12 feet. He has asked the neighbor to cut the hedge, and the neighbor said he
3 would not. O'Connor distributed five photos. He asked that the Code Enforcement Officer to ask
4 the neighbor to trim the hedge in accord with 9.52.030(B). The Code Enforcement Officer indicated
5 that Lemwick Lane is actually private land, so this section of code did not apply.
6

7 Anderson distributed copies of section 9.52.030 and explained there are three or four streets that
8 are privately owned. She believed the setback requirement in 9.52.030 applies regardless of the
9 type of street. Anderson explained she discussed the matter with Planner Lewis and clarified that
10 "abuts a street" applies to any street and "any required yard" means yard that is required for a
11 setback. Kerti asked if there had been other issues around code as a function of private streets.
12 Shrock noted that the distinction for a private street is that the owner must maintain it.
13

14 Commissioners agreed the interpretation of the code language is that the hedge should have a
15 height limit of three feet within the first 20 feet of setback from the street. Anderson clarified that
16 the report conclusion was presented to Council in as part of a larger list of code issue that arose
17 over the past month. Anderson indicated she would draft a memo to the Code Enforcement Officer
18 explaining the Commission's interpretation. Lewis noted fences can be over six feet if there is a
19 building permit.
20

21 O'Connor asked who was responsible to trimming the hedge on his property side. Shrock
22 explained anything intruding into his yard would be his responsibility.
23

24 Jacqueline Danos (116 Springhill) offered to help with researching planning and code issues,
25 including investigating issues throughout the City.
26

27 **IV. Planner's Report**

28 Lewis summarized recent building permit activity. Commissioners discussed the tenant
29 acceptance criteria for Layne Morrill's PUD on Diversity Drive.
30

31 **V. Other Business**

32 **A. From the Commission**

33 Anderson announced that Commissioner O'Shaughnessey is willing to develop a boilerplate for a
34 tracking sheet for Commission activity. This information would be stored in a binder so that anyone
35 going forward can reference the actions taken about code changes and land use decisions.
36

37 Hafner requested the letters be included in the next meeting packet.
38

39 **B. From Staff**

40 Lewis indicated he would be absent on March 20, 2018.
41

42 Anderson adjourned the meeting at 3:47 pm.
43
44
45

46 _____
47 Helen Anderson, Chair

Date

48
49 Minutes prepared by H H Anderson on March 16, 2018.
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