

**CITY OF MANZANITA
PLANNING COMMISSION MEETING MINUTES
JANUARY 21, 2020**

I. CALL MEETING TO ORDER: Chair Karen Reddick-Yurka called the meeting to order at 4:01 p.m.

II. ROLL: Members present were: Karen Reddick-Yurka, Burt Went, Phil Mannan, John Nanson and Lee Hiltenbrand. Colleen Everroad and Steve Bloom were absent and excused. There was a quorum. Staff present: City Manager Cynthia Alamillo and License and Ordinance Specialist Judy Wilson.

III. AUDIENCE: There were 2 persons in the audience.

IV. APPROVAL OF MINUTES: October 22, 2019

Commissioner Mannan noted that the word “site” was misspelled on page 2 in section I.

A motion was made by Hiltenbrand, seconded by Mannan, to approve the minutes of the October 21, 2019 Planning Commission meeting as corrected. Motion passed unanimously.

LEGISLATIVE ITEM

V. DISCUSSION ON ACCESSORY DWELLING UNITS

City Manager Alamillo explained to the Commission that they would be reviewing the 2019 Department of Land Conservation and Development’s Guidance on Implementing the Accessory Dwelling Units (ADU) Requirement handout a few sections at a time to gain a full understanding before addressing changes to City code. The topics discussed were: the number of ADUs required to be allowed per detached single-family dwelling; siting standards such as where to allow ADUs, non-conforming structures, and parking concerns; design standards including setbacks, open space, maximum height, and ADU size restrictions; and what the City would allow ADUs to be used for.

City Manager Alamillo will provide to the Commissioners for review copies of or email links to zoning ordinances from cities that have finished the process of incorporating ADU language into their code. The Commissioners will provide Alamillo written comments and questions to be forwarded to the DLCD. Alamillo stated that this discussion of ADUs will continue at the regular February 2020 Planning Commission meeting.

VI. GENERAL UPDATES

City Manager Alamillo informed the Commission that they would be considering a design

review application from the owners of the Manzanita Deli at their regular March 2020 meeting. Alamillo also stated that she is working on scheduling a joint meeting of the Planning Commission and the City Council within the next month to discuss Council Goals; noted the Planning Commission Handbook that had been provided to them; and explained that Jim Pentz is still working on his final plat.

A motion was made by Nanson, seconded by Went, to adjourn the meeting. Motion passed unanimously.

Chair Reddick-Yurka adjourned the meeting at 5:13 p.m.

**MINUTES APPROVED THIS
19TH DAY OF FEBRUARY 2020**

Karen Reddick-Yurka, Chair

ATTEST:

Cynthia Alamillo, City Manager/Recorder