

**CITY OF MANZANITA  
PLANNING COMMISSION MEETING MINUTES  
FEBRUARY 19, 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, Steve Bloom and Lee Hiltenbrand. Colleen Everroad was absent and excused. There was a quorum. Staff present: City Manager Cynthia Alamillo, Assistant City Manager Kristin Grasseth, Finance and Administrative Specialist Nina Jarvis, and Scott Gebhart with Building and Planning.

**III. AUDIENCE:** There were 9 persons in the audience.

**IV. APPROVAL OF MINUTES:** January 21, 2020

**A motion was made by Went, seconded by Mannan, to approve the minutes of the January 21, 2020 Planning Commission meeting. Motion passed unanimously.**

**QUASI JUDICIAL ITEMS**

**V. FINAL PLANNING REVIEW OF DESIGN REVIEW OF 250 SQ FT ADDITION TO AN EXISTING RETAIL GROCERY STORE (MANZANITA FRESH FOODS)**

City Manager Alamillo introduced the attending staff members. She explained the City's new process of having a final review to verify that all of the conditions of approval for each application approved by the Planning Commission have been met. Gebhart reviewed the conditions of approval from the findings report for this project and explained how each had been met. He stated that the project has been closed. Discussion followed of the height and type of the trees that have been planted at the site.

Staff and the Commissioners also discussed the other projects that are being followed through to completion. Richard Mastenik expressed concern about the failing retaining wall behind Left Coast Siesta.

**VI. PUBLIC HEARING: DESIGN REVIEW OF ADDITION TO RETAIL GROCERY STORE IN THE COMMERCIAL ZONE (C-1) (MANZANITA GROCERY & DELI)**

Chair Reddick-Yurka introduced the proposed project. Each of the Planning Commission members present stated that they had visited the site and had no conflict of interest, bias or ex parte contact other than receiving general knowledge of an expansion being planned for. There was no challenge to the Planning Commission's authority to review the design of this project.

Architect Jim Fanjoy presented the applicant's proposed project to add an addition to the west side of the grocery store into the area currently used as a parking lot, noting that parking would be created behind the store once an existing structure has been removed. Fanjoy explained that the current parking is pre-existing non-conforming at thirteen spaces which is three-space deficient per current code. He stated that the applicant intends to remain three-space deficient as allowed by the Zoning Ordinance, but will add the parking spaces as required for the new addition's square footage. Fanjoy discussed the existing building's non-conforming location and that the new addition would be pushed in to comply with current set-backs. He expressed concern about meeting the landscaping requirement along Laneda Avenue and proposed hardscape landscaping with planters with benches instead. Fanjoy also noted that they would be closing the curb cut which would create two on-street parking spaces. He then presented the elevation drawings, building design, proposed materials, artwork concepts, and lighting.

City Manager Alamillo stated that the application meets all design review standards except for landscaping. She explained that the building is pre-existing non-conforming, that the existing building encroaches into the right-of-way on two sides, and that the three-space parking deficiency can be grandfathered. Alamillo then presented the findings report, explained how the requirements were being met, and presented the recommended conditions of approval. Concerns related to the driveway, parking, clear vision areas, signage, deliveries and garbage pickup were expressed and discussed.

Fanjoy next described the proposed landscape plan. Discussion followed of whether planter boxes or other landscaping could be located in the City rights-of-way, if the landscaping requirement should be based on only the two new buildings instead of all three, if the City needs to change the interpretation of the definition of front and side yards, the possibility of using a vertical green wall or roof-top vegetation, if the northwest corner of the property could be considered as side-yard vegetation, if the building meets ADA regulations, the proposed location of a parking cart return, exterior mechanical equipment, and if there would be a generator. Discussion continued of the proposed design, art features, color scheme, exterior materials, windows and roll-up door, the need to soften the front of the building, changing the color of the exterior metal to bronze, and lighting.

There was no related correspondence and there were no additional audience comments.

Chair Reddick-Yurka closed the public hearing at 6:20 p.m.

It was decided that the finding on page 17 of the findings report concerning landscaping will be changed to reflect the resolution discussed by the Planning which will allow the applicant to meet the standard by adding a vertical green wall.

**A motion was made by Went, seconded by Hiltenbrand to adopt the findings and approve the design review of the addition to the retail grocery store subject to all conditions being met and maintained as modified and subject to the recommended conditions in the staff report and the additional conditions as stated. Motion passed unanimously.**

Chair Reddick-Yurka adjourned the meeting at 6:32 p.m.

**MINUTES APPROVED THIS  
15<sup>TH</sup> DAY OF JUNE 2020**

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Karen Reddick-Yurka, Chair

**ATTEST:**

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Cynthia Alamillo, City Manager/Recorder