



# CITY OF MANZANITA

P.O. Box 129, Manzanita, OR 97130-0129  
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ci.manzanita.or.us

## COUNCIL SPECIAL SESSION

Zoom Video Conference  
<https://ci.manzanita.or.us>

## AGENDA

July 19, 2022 **updated**  
1:00 PM Pacific Time

**Video Meeting:** Council will hold this meeting through video conference.  
The public may watch live on the [City's Website: ci.manzanita.or.us/broadcast](https://ci.manzanita.or.us/broadcast)

or by joining the Zoom webinar:

<https://us02web.zoom.us/j/84438468622>

Call in number:

+1 253 215 8782

**Please note that a passcode is not required to enter the webinar.**

**Note:** Agenda item times are estimates and are subject to change.

1. **CALL TO ORDER** (1:00)  
Mike Scott, Mayor
2. **LAND USE HEARING – APPEAL OF 698 DORCAS AVE** (1:01)
3. **ADJOURN** (4:00)  
Mike Scott, Mayor

### Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice

The city is committed to providing equal access to public meetings. To request listening and mobility assistance services contact the Office of the City Recorder at least 48 hours before the meeting by email at [cityhall@ci.manzanita.or.us](mailto:cityhall@ci.manzanita.or.us) or phone at 503-368-5343. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the [city's youtube channel](#).



David J. Petersen  
david.petersen@tonkon.com  
Admitted to Practice in Oregon and California

503.802.2054 direct  
503.221.1440 main

July 7, 2022

VIA U.S. MAIL AND E-MAIL - [sgebhart@ci.manzanita.or.us](mailto:sgebhart@ci.manzanita.or.us)

Manzanita City Council  
PO Box 129  
167 S. 5th Street  
Manzanita, OR 97130

Re: 698 Dorcas Lane – Application for 34-unit hotel

Dear Councilors:

This law firm represents the applicant, Vito Cerelli and the landowner, Manzanita Lofts LLC with respect to the above-referenced land use matter. The City Planning Commission issued an order denying the application dated June 24, 2022. The applicant appeals that order pursuant to Manzanita Zoning Ordinance ("MZO") 10.150(B). The City's appeal form is enclosed. The applicant has been notified that upon receipt of this appeal, the Planning Department will invoice him for the appeal fee.

Following is the applicant's statement in support of the appeal, as required by MZO 11.060:

A. An identification of the decision sought to be reviewed, and the date of the decision.

City of Manzanita Planning Commission Order dated June 24, 2022 with respect to 698 Dorcas Lane (Tax Lot Nos. 31029D 02100 and 31029DA 02600). There does not appear to be a City file number for the application.

B. A statement of the interest of the person seeking review and that he/she was a party to the initial proceedings.

The appellant is the applicant, Vito Cerelli, who participated in the Planning Commission proceedings.

C. The specific grounds relied upon for review, including a statement that the criteria against which review is being requested were addressed at the Planning Commission.



1. The Planning Commission erred in treating the application as one for approval of a planned unit development. The application is for development of a 34-unit motel or hotel, which is an allowed use in the SR-R zone.

2. The Planning Commission erred by wrongfully accepting and relying upon evidence and testimony submitted by third parties other than the applicant, after the public hearing was closed.

3. The Planning Commission failed to properly follow the procedures applicable to this application under MZO 4.136(3).

4. The Planning Commission erred in applying the substantive approval criteria for a planned unit development in MZO 4.136(3)(c) to the application.

5. If the substantive approval criteria of MZO 4.136(3)(c) apply to this application, the Planning Commission erred in directly applying Comprehensive Plan provisions to the application, in violation of ORS 197.195(1) and other applicable law.

6. If the substantive approval criteria of MZO 4.136(3)(c) apply to this application, the Planning Commission's findings of non-compliance are not supported by substantial evidence properly in the record.

7. The Planning Commission erred in finding that the applicant's materials submitted in support of the application were inadequate and did not provide sufficient detail for the Commission to determine if the applicable approval criteria were met.

The criteria against which review is being requested were addressed at the Planning Commission.

D. If de novo review or review by additional testimony and other evidence is requested, a statement relating the request to the factors listed in Section 10.190.

The appellant does not seek de novo review.

Additionally, MZO 10.150(B) requires an appeal to "contain the information outlined in Section 10.030." We do not understand this requirement, since MZO 10.030 lists the information required for a notice of hearing, and the appellant of course is not in control of scheduling the appeal hearing. Regardless, most of the information listed in MZO 10.030 can be found in the appeal form and the Planning Commission's order, a copy of which is enclosed.



Manzanita City Council  
July 7, 2022  
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Please contact Mick Harris or me if you have any questions or concerns regarding this appeal. Thank you.

Best regards,



David J. Petersen

DJP/rkb  
Enclosures

cc (via e-mail, w/enc):  
Vito Cerelli  
Dustin Gruetter  
Mick Harris, Tonkon Torp LLP

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## City of Manzanita

P.O. Box 129  
Manzanita, OR 97130-0129  
Phone (503) 368-5343  
Fax (503) 368-4145  
building@ci.manzanita.or.us

### LAND USE APPLICATION DEPARTMENT USE ONLY

Permit No:

Date Issued:

By:

### SITE LOCATION:

<b>ADDRESS:</b>	
698 Dorcas Lane	
<b>MAP AND TAX LOT:</b>	
31029D - 2100; 31029DA - 2600	
<b>ZONE:</b>	
<input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> R-4 <input checked="" type="checkbox"/> SR-R <input type="checkbox"/> C-1 <input type="checkbox"/> LC <input type="checkbox"/> RMD	
<b>TYPE OF WORK:</b>	
<input type="checkbox"/> Accessory Structure <input type="checkbox"/> House or Mobile Home <input type="checkbox"/> Multi-family dwellings <input checked="" type="checkbox"/> Commercial, Industrial <input type="checkbox"/> Tree Removal: No Charge	
<b>TYPE OF APPLICATION:</b>	<b>BASE FEE:</b>
<input type="checkbox"/> Administrative Review	\$75.00
<input type="checkbox"/> Accessory Structure, Minor Review	\$100.00
<input type="checkbox"/> House or Mobile Home	\$250.00
<input type="checkbox"/> Multi-Family Dwelling	\$250 + \$25/Unit
<input type="checkbox"/> Commercial, Industrial, Other Projects	\$650.00
<input type="checkbox"/> Variance	\$450.00
<input type="checkbox"/> Partitions	\$500.00
<input type="checkbox"/> Planned Unit Development	\$1,400.00
<input type="checkbox"/> Subdivision	\$1,200.00
<input type="checkbox"/> Lot Line Adjustment	\$125.00
<input type="checkbox"/> Signs	\$75 + \$2 SQ/ FT
<input type="checkbox"/> Conditional Use	\$625.00
<input type="checkbox"/> Site Plan Review	\$625.00
<input type="checkbox"/> Zone Change	\$625.00
<input type="checkbox"/> Comprehensive Plan Amendment	\$1,000.00
<input type="checkbox"/> Vacations	\$600.00
<input type="checkbox"/> Temporary Permit	\$300.00
<input type="checkbox"/> Annexation	\$1,000.00
<input type="checkbox"/> Amendment to Urban Growth Boundary	\$1,000.00
<input type="checkbox"/> Pre-Application Conference	\$225.00
Total: \$472.50	
+ 5% Tech. Fee:	
Total Due: \$472.50	

X -- Appeal

### REQUIRED INFORMATION:

<b>APPLICANT:</b>		
Name: Vito Cerelli		
Full Mailing Address: 31987 Maxwell Ln		
City: Arch Cape	State: OR	Zip: 97102
Phone: (503) 440-5766		
Email: vito.cerelli@gmail.com		
<b>PROPERTY OWNER:</b>		
Same as applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name: Manzanita Lofts LLC		
Full Mailing Address: 11251 SE 232nd Ave.		
City: Damascus	State: OR	Zip: 97089
Phone: (503) 440-5766		
Email: vito.cerelli@gmail.com		
<b>LICENSED PROFESSIONAL:</b>		
Same as applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Business Name: Tonkon Torp LLP		
Address: 888 SW 5th Avenue, Suite 1600		
City/State/Zip: Portland, OR 97204		
Phone: (503) 889-6636	Fax: (503) 274-8779	
E-mail: mick.harris@tonkon.com		
license no.: Bar No. 194984	City Lic. No.:	
Contact Name: Mick Harris	Phone #: 503-802-5765	
<b>REQUIRED DOCUMENTS FOR APPLICATION</b>		
Required documentation to be determined by Staff.		



*City of Manzanita*

P.O. Box 129, Manzanita, OR 97130-0129  
Phone (503) 368-5343 Fax (503) 368-4145

**BEFORE THE PLANNING COMMISSION  
OF THE CITY OF MANZANITA  
ORDER**

**APPLICANT:** Vito Cerelli.  
**LOCATION:** 698 Dorcas Lane (31029D - 2100; 31029DA – 2600).  
**ZONING:** Special Residential/Recreation Zone (SR-R).  
**REQUEST:** Planned Unit Development Application to create a 34-unit Hotel.

The above-named applicant SUBMITTED a Planned Unit Development application to the City to establish a 34-unit hotel. Public hearings on the above request were held before the Planning Commission on March 21, May 16 and June 20, 2022.

THE PLANNING COMMISSION OF THE CITY OF MANZANITA HEREBY ORDERS that the Subdivision request be DENIED and adopts the findings of fact Exhibit A, attached hereto and by this reference incorporated herein, in support of the decision.

This ORDER may be appealed to the City Council by an affected party by filing an appeal with the City Manager within 20 days of the date specified below. A request for appeal, either as a de novo review or review on the record, must contain the items listed in City Ordinance 95-4, Section 10.160 and may only be filed concerning criteria that were addressed at the initial public hearing. The complete case is available for review at the office of the City Recorder, 543 Laneda Avenue, Manzanita, Oregon.

Date: 06-24-2022

City of Manzanita Planning Commission

Karen Reddick-Yurka, Chair

## **EXHIBIT A**

### **I. BACKGROUND**

- A. APPLICANT: Vito Cerelli.
- B. PROPERTY LOCATION: The property is located at the approximate southwest corner of Dorcas Lane and Classic Street. Classic Street borders the property along the east. The site address is 698 Dorcas Lane and the County Assessor places the property within Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; and, Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600.
- C. MAPPED AREA: Tax Lot #2100 – 3.42 acres; Tax Lot #2600 – 0.41 acres for 3.83 total acres.
- D. EXISTING DEVELOPMENT: The vacant subject area fronts two public streets and public services are available.
- E. ZONING: The property is zoned Special Residential/Recreation Zone (SR-R).
- F. ADJACENT ZONING AND LAND USE: Property to the north is zoned High Density Residential (R-3) and contains a mix of single-family homes. All remaining adjacent land is zoned SR-R and includes a golf course and residences to the west and south, and, residential development to the east.
- G. REQUEST: The applicant is requesting approval of a Planned Unit Development to construct a hotel complex.
- H. DECISION CRITERIA: This application will be evaluated against the Planned Unit Development criteria listed in Ordinance 95-4 Section 4.136; and, the Special Residential/Recreational Zone standards in Ordinance 95-4 Section 3.030.

### **II. APPLICATION HISTORY**

- A. The Planning Commission originally reviewed this request at their March 21, 2022 meeting. At the conclusion of the meeting, the Commission voted to continue the matter until the April 18 hearing, allowing the applicant to provide additional information regarding, traffic, wetlands and open space.
- B. The applicant was unable to submit the requested information to City staff to meet the April hearing deadline. To ensure a complete and proper review of the material, the applicant request the Commission continue the matter to the May 16, 2022, Commission meeting. The Commission approved the continuation.

- C. At the May 16 meeting, the Commission reviewed the additional material, including traffic reports from the applicant and the City's review of said report, additional building details and landscaping information. At the conclusion of the meeting the Commission voted to continue the matter until the June 20 hearing to address the hotel's operations and vehicle parking.
- D. After the April hearing, and prior to the June hearing, area property owners submitted written comments to the City and Planning Commission via e-mail. Although the record was left open at that time only to review materials submitted by the applicant, the City agreed to comprehensively reopen the record to allow additional evidence, argument and testimony. As a result, a new notice was mailed prior to the June meeting to inform property owners in the notification area of the hearing and that public testimony will be accepted. For the record, all comments submitted by area property owners remain part of the case record.

### III. APPLICATION SUMMARY

- A. The applicant wishes to create a 34-unit hotel complex on the subject property that will feature a combination of loft units, and, large and small cabins. The project includes the following:
  - 1. The north end of the site will contain 19 studio hotel rooms, each designed to contain approximately 350 square feet in area. There will be a total of 11 buildings with eight designed to contain two units and three single units.
  - 2. The second component is an approximate 2,963 square foot community building for meetings or gatherings. Of this total, approximately 1,300 square feet will be under cover and include a kitchen and identified "bar" area. The outdoor patio includes a fire pit. This building is located directly south of the 19 hotel units. For the record, this building will not contain a restaurant.
  - 3. South of the community building are nine additional rental units. These are one- and two-story structures, each containing approximately 1,000 square feet.
  - 4. As the south end of the site are six, single-story cabins, identified as micro-cabins. These A-frame cabins surround a shared open space.
  - 5. The site plan identifies 53 parking spaces: 12 spaces near the 19-unit hotel; 8 spaces next to the community building; 12 spaces opposite the nine large cabins; two spaces each adjacent to seven of the nine cabins and, 7 spaces adjacent to the six mini-cabins. The plan includes 14,800 square feet of open space.

6. A private roadway will run along the east side of the site, serving the entire development. The roadway will also include required public facilities.
- B. Section 3.030(2)(h) permits a “motel, hotels, including an eating and drinking establishment therewith” in the Special Residential/Recreation Zone. The proposed hotel complex is therefore an allowed use. In addition, Subsection (4)(c) requires the Planning Commission to use the Planned Unit Development procedures in Section 4.136 when evaluating a development application.
- C. This review is considering the planned development layout, specifically the building and open space locations, roadway and parking provisions. The application does not include a design review for any of the structures. While Section 4.150 requires a design review for all new construction, this requirement is limited only to the C-1, LC and R-4 zones. Design review therefore does not apply to SR-R zone. Regardless, the Commission has the authority to condition their decision on the final layout substantially conforming to the proposal, including the relative size, position and design of the buildings.
- D. The zoning map on the City’s website identifies a right-of-way where the subject property is located. This is in error. The County Assessor maps clearly show the two tax lots without an intervening right-of-way.

#### IV. PLANNED UNIT DEVELOPMENT PROVISIONS

- A. Planned unit development procedures in Section 4.136 are used to evaluate development proposals in the SR-R zone. Applicable provisions are reviewed in the following subsections:
  1. Section 4.136.1., reviews the purpose of a planned development. Briefly, a "planned development" permits the application of greater freedom of design in land development than may be possible under a strict interpretation of the provisions of this Ordinance.

FINDINGS: This Section is not directly applicable to the request as this is a commercial project that does not include a request to modify the development standards. The planned unit development approach is a requirement, but not a necessity to achieve the project’s objective.
  2. Section 4.136.2., establishes the following standards and requirements:
    - (a) A planned development may include any uses and conditional uses permitted in any underlying zone. Standards governing area, density, yards, off-street parking, or other requirements shall be guided by the standards that most nearly portray the character of the zone in which the greatest percentage of the planned development is proposed.

- (b) The developer may aggregate the dwellings in this zone in "cluster" or multiple- dwelling structures so long as it does not exceed the density limits of the Comprehensive Plan.
- (c) Assurances such as a bond or work agreement with the City may be required to ensure that a development proposal as submitted is completed within the agreed upon time limit by the developer and the Commission.

FINDINGS: In compliance with item "(a)" above, the proposal would establish a 34-unit hotel, a previously identified allowed use in the zone. The developer aggregated the hotel buildings in clusters (b), but the potential density limits (per item D.1., below), were not addressed. Bonding, per item "(c)" is an option available to the City to ensure development of the site.

- B. Section 4.136.3, addresses the Planned Unit Development Procedure. The following procedures shall be observed in applying for and acting on a planned development:

- 1. An applicant shall submit 10 copies of a preliminary development plan to the Planning Commission and notify all property owners within 250 feet of the proposed development by mail.

FINDINGS: The material submitted as part of the application complies with the provisions in this Section. Notice was also provided to area property owners per provisions in this Section for both the initial hearing and the June 20 meeting.

- 2. Prior to discussion of the plan at a public hearing, the City Manager shall distribute copies of the proposal to appropriate City agencies or staff for study and comment.

FINDINGS: Per this item, said plans were distributed prior to the meeting and also available to the public to review.

- 3. The Planning Commission shall consider the preliminary development plan at a meeting, at which time the comments of persons receiving the plan for study shall be reviewed. In considering the plan, the Planning Commission shall seek to determine that:

- (a) There are special physical conditions or objectives of development which the proposal will satisfy to warrant a departure from the standard ordinance requirements.

FINDINGS: While steep slopes border the east side of the site, the applicant is not departing from the requirements of the SR-R zone.



Compliance with these requirements is reviewed in item “D” below.

- (b) Resulting development will not be inconsistent with the Comprehensive Plan provisions or zoning objectives of the area, particularly with regard to dune stabilization, geologic hazards and storm drainage.

FINDINGS: Planning Commission members specifically noted under “Comprehensive Plan Policies” item #2:

*The plan overrides other city ordinances, such as zoning, subdivision or other ordinances when there is a conflict.*

In this regard, the Commission finds the goals, objective and policies contained in the Plan apply to this development.

The Goal provisions in “Land Use” states the following:

*To guide the development of land so that land use is orderly, convenient, and suitable related to the natural environment. The uses must fulfill the needs of residents and property owners, and be adequately provided with improvements and facilities.*

Objective #1 states the City will:

*Designate separate land use areas within which optimum conditions can be established for compatible activities and uses.*

While Objective #3 notes the following:

*Protect the character and quality of existing residential areas and neighborhoods from incompatible new development.*

Based on testimony and presented evidence, the Commission finds the proposed hotel incompatible with area activities that are dominated by recreational (golf course) and residential uses. This conclusion is based on the amount of traffic generated by the site and potential traffic impacts on the local street system. Further, the Commission heard testimony indicating the size of the hotel (accordingly the largest in the city) is incompatible with area development. On balance, the Commission found the proposal did not comply with the applicable Comprehensive Plan Policies.

- (c) The area around the development can be planned to be in

substantial harmony with the proposed plan.

FINDINGS: While there are single family homes in the vicinity, the dominant land use in the area is recreational with the existing golf course to the west. As noted above, the Commission finds the hotel to be incompatible with area uses.

- (d) The plan can be completed within a reasonable period of time.

FINDINGS: The Commission has the authority to place reasonable constraints on the timing of activities. It was suggested the developer submit site, engineering and building plans within two years of the final decision on this case and that all required plans for the project be submitted within five years of the final decision. At the submittal of the applicable material, a hearing would be scheduled before the Commission to review progress and to ensure the plans substantially conform the approved project.

- (e) The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.

FINDINGS: While the applicant submitted a traffic impact study (subsequently reviewed by the City's traffic engineer), opponents provided a more comprehensive study. The report indicated the project would generate more than 309 vehicle trips per day. Many of these trips would be directed to downtown where a majority of the eating establishments are located. This creates adverse impacts on streets within the vicinity. Not only is this a safety issue with pedestrian and bicycle traffic, but the Commission also finds the use and potential traffic impacts conflict with Comprehensive Plan "Land Use" Objective #3:

*Prevent the concentration of uses that would overload streets and other public facilities, or destroy living quality and natural amenities.*

Creation of the proposed 22-foot paving improvement is acceptable but recognize additional width and/or turn-outs may be necessary to meet Fire District requirements.

- (f) Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.

FINDINGS: The applicant submitted a site drainage plan for the entire project. Initial examination by staff indicates the improvements can comply with City Public Works standards. This

can be verified when engineering plans are submitted.

4. The Planning Commission shall notify the applicant whether, in its opinion, the foregoing provisions have been satisfied and, if not, whether they can be satisfied with further plan revision.

FINDINGS: This is a procedural requirement, whereby the decision and any conditions of approval are determined at the Commission hearing and the applicant is formally notified by the City.

5. Following this preliminary meeting, the applicant may proceed with his request for approval of the planned development by filing an application for an amendment to this Ordinance.

FINDINGS: It appears the purpose of this provision is to identify the site as a planned development on the City's zoning map (see item "(g)" below). In effect, this requires an approved tentative plan to be submitted, reviewed and approved, which is the purpose of the Commission hearings. However, as previously noted, it is appropriate for the applicant to return with engineering, site, building and other required plans to ensure the project proceeds according to the proposal.

6. In addition to the requirements of this section, the Planning Commission may attach conditions it finds are necessary to carry out the purposes of this Ordinance.

FINDINGS: Ultimately this is the Commission's decision. City staff provided a list of conditions for the Commission to consider.

7. An approved planned development shall be identified on the zoning map with the letters PD in addition to the abbreviated designation of the existing zoning.

FINDINGS: The City assumes this responsibility if the request is approved and development proceeds.

8. Building permits in a planned development shall be issued only on a basis of the approved plan. Any changes in the approved plan shall be submitted to the Planning Commission for processing as an amendment to this Ordinance.

FINDINGS: Design review provisions in Section 4.150 do not apply to the SR-R zone. However, the submitted material identifies the location of the various hotel units, cottages, parking and open space as well as the buildings' general features. It is appropriate to require conformance with the layout and improvements, including building design. Therefore, the project must conform to this proposed layout and design unless otherwise

modified by the Planning Commission.

C. Development standards in the SR-R zone are found in Section 3.030(4). Each item is reviewed below:

1. (4)(a) - Overall density for the SR-R zone is 6.5 dwelling units per gross acre. Dwellings may be clustered on one portion of a site within the SR-R zone and achieve a maximum density of 13 dwellings per acre where at least 40% of the total lot or parcel area is reserved or dedicated as permanent open space as a public or private park area or golf course. The open space shall be so indicated on the Plan and zoning map, and deed restrictions to that effect shall be filed with the City.

FINDINGS: While submitted as a hotel project, the Commission notes a number (if not all) of units can meet the definition of a “dwelling unit” contained in Ordinance 95-4. Therefore, application of the density requirement is appropriate. Additional information on the specific level of improvement would be needed to determine whether the development complies with the density requirements in this Section.

2. (4)(b) - Standards other than density in the SR-R zone shall conform to those established in the R-3 zone (Section 3.020) except that the Planning Commission may authorize relaxation of these standards to permit flexibility in design such as cluster development, with respect to lot size, setbacks and lot coverage, but not use.

FINDINGS: Compliance with applicable provisions in the R-3 zone is reviewed in item “E.”, below. For the purpose of this criterion, the layout meets or exceeds the minimum standards.

3. (4)(c) - The Planning Commission shall use the procedure set forth in Section 4.136 of this Ordinance (Planned Development) in order to evaluate development proposals in this area.

FINDINGS: The Commission hearings comply with requirement.

4. (4)(d) - The maximum lot coverage in the SR-R zone shall not exceed 40%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Based on the applicant’s calculations, the lot coverage will not exceed 33% (see site drainage plans). Areas containing steep slopes are not developed but will maintain a vegetative cover.

5. (4)(e) - In areas without a high-water table, a dry well capable of absorbing the storm runoff shall be provided in accordance with City standards.

FINDINGS: Compliance with this requirement can be addressed when engineering plans are submitted. Also see findings in Section C.3.(f).

In a similar vein, comments in March raised the issue of possible wetlands on the property. A limited wetlands study was conducted in 2017 which concluded the subject area did not contain wetlands. This analysis was approved by the Department of State Lands. A subsequent survey was conducted over the site that included the entire area under consideration for development. The survey by NW Regolith found no wetlands on the proposed development or any portion of the subject property. The City received a preliminary report from the Department of State Lands on June 9, 2022. The report indicated a wetland delineation will be required before development can occur. For the record, the applicant did submit the required application to DSL. Compliance with this requirement can be placed as a condition of approval.

- D. Applicable development standards in the R-3 zone are found in Section 3.020(3). Each item is reviewed below:

1. (3)(a) - The minimum lot size shall be 5,000 square feet for single family or duplexes, plus 2,500 square feet for each additional dwelling unit.

FINDINGS: There are no minimum area requirement for non-residential uses. However, at 3.83 acres, the project greatly exceeds the identified minimum parcel size requirement. The subject area contains two parcels. While under common ownership, their consolidation is required prior to development.

2. (3)(b) - The minimum lot width shall be 40 feet, except on a corner lot it shall be 60 feet.

FINDINGS: The parcel maintains 90-feet of frontage on Dorcas Lane and in no case falls below 60-feet in width throughout.

3. (3)(c) - The minimum lot depth shall be 90 feet.

FINDINGS: The property depth exceeds 1100 feet.

4. (3)(d) - The minimum front yard shall be 20 feet, or the average setback of buildings within 100 feet of both sides of the proposed building on the same side of the street, whichever is less. For purposes of determining the average setback of buildings, vacant lots within 100 feet of both sides of

the proposed building on the same side of the street shall be included and shall be assumed to have a building placed 20 feet from the front lot line to the nearest part of the building. In no case shall the front yard setbacks be less than 12 feet.

FINDINGS: The minimum front yard depth is approximately 80-feet.

5. (3)(e) - The minimum side yard setback shall be 5 feet for the portion of the building at the setback line up to 10 feet in height as measured vertically from average finished grade to the highest point of that portion of the building and shall be 8 feet for any portion of the building where this height is exceeded; except that a roof with a pitch of less than or equal to 8 in 12 may extend upward from the 5-foot setback line to the 8-foot setback line. The street side yard setback of a corner lot shall be 12 feet.

FINDINGS: The minimum side yard setback for the hotel, community building and cabin structures is 10-feet while the mini-cabins are at least 20-feet from the side yard. The combined property is effectively a corner lot as Dorcas Lane fronts on the north end and Classic Street along the east side. All structures exceed the minimum 12-foot corner lot setback along Classic Street.

6. (3)(f) - The maximum building or structure height shall be 28 feet, 6 inches. However, if more than one-half of the roof area has a roof pitch of less than 3 in 12, the building or structure height shall not exceed 24 feet. The height of a stepped or terraced building shall be the maximum height of any segment of the building or structure.

FINDINGS: The applicant did not request a variance to modify this requirement. Compliance with this provision will be determined when building plans are submitted for the individual structures.

7. (3)(g) - The minimum rear yard setback shall be 10 feet.

FINDINGS: The rear yard setback (mini-cottages) is approximately 120-feet.

8. (3)(h) - The maximum lot coverage in the R-3 zone shall not exceed 55%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases, the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Per requirements of the SR-R zone, the lot coverage limitation is 40%. Based on the applicant's calculations, the lot coverage will not

exceed 33% +/- . Compliance with this provision can be continually evaluated as the site develops.

9. (3)(i) - In areas of the City without a high-water table, a dry well capable of absorbing the storm runoff of the impervious surfaces of the property shall be provided in accordance with City standards.

FINDINGS: Compliance with this requirement can be addressed when engineering plans are submitted. Also see findings in Section C.3.(f).

- E. The planned unit development provisions do not specifically address parking requirements as these are usually considered as development progresses (e.g., a residential planned development). This is a unified project and it is appropriate to address parking at this juncture.

Hotel requirements are found in Section 4.090(3)(a) and require 1 space for each unit of 350 square feet or less, if that unit has only one bedroom; 1.25 spaces per unit for all other units; and, 2 spaces for the manager. The Ordinance does not establish a separate parking requirement for the community building as it is part of the hotel complex and it is reasonable to assume there will be some overlap between the guests and the use of the facility. Parking for the 19-unit hotel area is 19 spaces; 2 spaces for the manager; 11.25 spaces for the larger cabins ( $9 \times 1.25 = 11.25$ ) and 6 spaces for the mini-cabins. The site contains 53 spaces which exceeds the 34.25 spaces required by Ordinance. While specific information on the number of bedrooms for the smaller units was not provided, even if each unit contains more than one bedroom, this would only require an additional 4.75 spaces for a total of 39. Again, the proposed 53 spaces exceed this total. Compliance with parking requirements, such as space size and improvements, can be continually evaluated as building plans are reviewed.

- F. As a planned development, the Commission is granted authority to consider the entire project and not just the layout. City staff recommended any decision for final planned development approvals include the submitted building design proposals. The Commission agrees with this recommendation. However, in reviewing the various drawings and plans, the Commission finds they did not contain sufficient detail and are inadequate. This in turn complicates the ability of the Commission to determine whether the final product conforms to the submitted proposal.

## V. CONCLUSION

Based on the above noted findings, the Planning Commission concludes the application to site a 34-unit hotel in the SR-R zone fails to comply with the applicable provisions.



## *City of Manzanita*

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P.O. Box 129, Manzanita, OR 97130-0129  
Phone (503) 368-5343 Fax (503) 368-4145

### **BEFORE THE PLANNING COMMISSION OF THE CITY OF MANZANITA ORDER**

**APPLICANT:** Vito Cerelli.  
**LOCATION:** 698 Dorcas Lane (31029D - 2100; 31029DA – 2600).  
**ZONING:** Special Residential/Recreation Zone (SR-R).  
**REQUEST:** Planned Unit Development Application to create a 34-unit Hotel.

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The above-named applicant SUBMITTED a Planned Unit Development application to the City to establish a 34-unit hotel. Public hearings on the above request were held before the Planning Commission on March 21, May 16 and June 20, 2022.

THE PLANNING COMMISSION OF THE CITY OF MANZANITA HEREBY ORDERS that the Subdivision request be DENIED and adopts the findings of fact Exhibit A, attached hereto and by this reference incorporated herein, in support of the decision.

This ORDER may be appealed to the City Council by an affected party by filing an appeal with the City Manager within 20 days of the date specified below. A request for appeal, either as a de novo review or review on the record, must contain the items listed in City Ordinance 95-4, Section 10.160 and may only be filed concerning criteria that were addressed at the initial public hearing. The complete case is available for review at the office of the City Recorder, 543 Laneda Avenue, Manzanita, Oregon.

Date: 06-24-2022

City of Manzanita Planning Commission

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Karen Reddick-Yurka, Chair



## **EXHIBIT A**

### **I. BACKGROUND**

- A. APPLICANT: Vito Cerelli.
- B. PROPERTY LOCATION: The property is located at the approximate southwest corner of Dorcas Lane and Classic Street. Classic Street borders the property along the east. The site address is 698 Dorcas Lane and the County Assessor places the property within Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; and, Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600.
- C. MAPPED AREA: Tax Lot #2100 – 3.42 acres; Tax Lot #2600 – 0.41 acres for 3.83 total acres.
- D. EXISTING DEVELOPMENT: The vacant subject area fronts two public streets and public services are available.
- E. ZONING: The property is zoned Special Residential/Recreation Zone (SR-R).
- F. ADJACENT ZONING AND LAND USE: Property to the north is zoned High Density Residential (R-3) and contains a mix of single-family homes. All remaining adjacent land is zoned SR-R and includes a golf course and residences to the west and south, and, residential development to the east.
- G. REQUEST: The applicant is requesting approval of a Planned Unit Development to construct a hotel complex.
- H. DECISION CRITERIA: This application will be evaluated against the Planned Unit Development criteria listed in Ordinance 95-4 Section 4.136; and, the Special Residential/Recreational Zone standards in Ordinance 95-4 Section 3.030.

### **II. APPLICATION HISTORY**

- A. The Planning Commission originally reviewed this request at their March 21, 2022 meeting. At the conclusion of the meeting, the Commission voted to continue the matter until the April 18 hearing, allowing the applicant to provide additional information regarding, traffic, wetlands and open space.
- B. The applicant was unable to submit the requested information to City staff to meet the April hearing deadline. To ensure a complete and proper review of the material, the applicant request the Commission continue the matter to the May 16, 2022, Commission meeting. The Commission approved the continuation.

- C. At the May 16 meeting, the Commission reviewed the additional material, including traffic reports from the applicant and the City's review of said report, additional building details and landscaping information. At the conclusion of the meeting the Commission voted to continue the matter until the June 20 hearing to address the hotel's operations and vehicle parking.
- D. After the April hearing, and prior to the June hearing, area property owners submitted written comments to the City and Planning Commission via e-mail. Although the record was left open at that time only to review materials submitted by the applicant, the City agreed to comprehensively reopen the record to allow additional evidence, argument and testimony. As a result, a new notice was mailed prior to the June meeting to inform property owners in the notification area of the hearing and that public testimony will be accepted. For the record, all comments submitted by area property owners remain part of the case record.

### III. APPLICATION SUMMARY

- A. The applicant wishes to create a 34-unit hotel complex on the subject property that will feature a combination of loft units, and, large and small cabins. The project includes the following:
  - 1. The north end of the site will contain 19 studio hotel rooms, each designed to contain approximately 350 square feet in area. There will be a total of 11 buildings with eight designed to contain two units and three single units.
  - 2. The second component is an approximate 2,963 square foot community building for meetings or gatherings. Of this total, approximately 1,300 square feet will be under cover and include a kitchen and identified "bar" area. The outdoor patio includes a fire pit. This building is located directly south of the 19 hotel units. For the record, this building will not contain a restaurant.
  - 3. South of the community building are nine additional rental units. These are one- and two-story structures, each containing approximately 1,000 square feet.
  - 4. As the south end of the site are six, single-story cabins, identified as micro-cabins. These A-frame cabins surround a shared open space.
  - 5. The site plan identifies 53 parking spaces: 12 spaces near the 19-unit hotel; 8 spaces next to the community building; 12 spaces opposite the nine large cabins; two spaces each adjacent to seven of the nine cabins and, 7 spaces adjacent to the six mini-cabins. The plan includes 14,800 square feet of open space.

6. A private roadway will run along the east side of the site, serving the entire development. The roadway will also include required public facilities.
- B. Section 3.030(2)(h) permits a “motel, hotels, including an eating and drinking establishment therewith” in the Special Residential/Recreation Zone. The proposed hotel complex is therefore an allowed use. In addition, Subsection (4)(c) requires the Planning Commission to use the Planned Unit Development procedures in Section 4.136 when evaluating a development application.
- C. This review is considering the planned development layout, specifically the building and open space locations, roadway and parking provisions. The application does not include a design review for any of the structures. While Section 4.150 requires a design review for all new construction, this requirement is limited only to the C-1, LC and R-4 zones. Design review therefore does not apply to SR-R zone. Regardless, the Commission has the authority to condition their decision on the final layout substantially conforming to the proposal, including the relative size, position and design of the buildings.
- D. The zoning map on the City’s website identifies a right-of-way where the subject property is located. This is in error. The County Assessor maps clearly show the two tax lots without an intervening right-of-way.

#### IV. PLANNED UNIT DEVELOPMENT PROVISIONS

- A. Planned unit development procedures in Section 4.136 are used to evaluate development proposals in the SR-R zone. Applicable provisions are reviewed in the following subsections:
  1. Section 4.136.1., reviews the purpose of a planned development. Briefly, a "planned development" permits the application of greater freedom of design in land development than may be possible under a strict interpretation of the provisions of this Ordinance.

FINDINGS: This Section is not directly applicable to the request as this is a commercial project that does not include a request to modify the development standards. The planned unit development approach is a requirement, but not a necessity to achieve the project’s objective.
  2. Section 4.136.2., establishes the following standards and requirements:
    - (a) A planned development may include any uses and conditional uses permitted in any underlying zone. Standards governing area, density, yards, off-street parking, or other requirements shall be guided by the standards that most nearly portray the character of the zone in which the greatest percentage of the planned development is proposed.

- (b) The developer may aggregate the dwellings in this zone in "cluster" or multiple- dwelling structures so long as it does not exceed the density limits of the Comprehensive Plan.
- (c) Assurances such as a bond or work agreement with the City may be required to ensure that a development proposal as submitted is completed within the agreed upon time limit by the developer and the Commission.

FINDINGS: In compliance with item "(a)" above, the proposal would establish a 34-unit hotel, a previously identified allowed use in the zone. The developer aggregated the hotel buildings in clusters (b), but the potential density limits (per item D.1., below), were not addressed. Bonding, per item "(c)" is an option available to the City to ensure development of the site.

- B. Section 4.136.3, addresses the Planned Unit Development Procedure. The following procedures shall be observed in applying for and acting on a planned development:

- 1. An applicant shall submit 10 copies of a preliminary development plan to the Planning Commission and notify all property owners within 250 feet of the proposed development by mail.

FINDINGS: The material submitted as part of the application complies with the provisions in this Section. Notice was also provided to area property owners per provisions in this Section for both the initial hearing and the June 20 meeting.

- 2. Prior to discussion of the plan at a public hearing, the City Manager shall distribute copies of the proposal to appropriate City agencies or staff for study and comment.

FINDINGS: Per this item, said plans were distributed prior to the meeting and also available to the public to review.

- 3. The Planning Commission shall consider the preliminary development plan at a meeting, at which time the comments of persons receiving the plan for study shall be reviewed. In considering the plan, the Planning Commission shall seek to determine that:

- (a) There are special physical conditions or objectives of development which the proposal will satisfy to warrant a departure from the standard ordinance requirements.

FINDINGS: While steep slopes border the east side of the site, the applicant is not departing from the requirements of the SR-R zone.

Compliance with these requirements is reviewed in item “D” below.

- (b) Resulting development will not be inconsistent with the Comprehensive Plan provisions or zoning objectives of the area, particularly with regard to dune stabilization, geologic hazards and storm drainage.

FINDINGS: Planning Commission members specifically noted under “Comprehensive Plan Policies” item #2:

*The plan overrides other city ordinances, such as zoning, subdivision or other ordinances when there is a conflict.*

In this regard, the Commission finds the goals, objective and policies contained in the Plan apply to this development.

The Goal provisions in “Land Use” states the following:

*To guide the development of land so that land use is orderly, convenient, and suitable related to the natural environment. The uses must fulfill the needs of residents and property owners, and be adequately provided with improvements and facilities.*

Objective #1 states the City will:

*Designate separate land use areas within which optimum conditions can be established for compatible activities and uses.*

While Objective #3 notes the following:

*Protect the character and quality of existing residential areas and neighborhoods from incompatible new development.*

Based on testimony and presented evidence, the Commission finds the proposed hotel incompatible with area activities that are dominated by recreational (golf course) and residential uses. This conclusion is based on the amount of traffic generated by the site and potential traffic impacts on the local street system. Further, the Commission heard testimony indicating the size of the hotel (accordingly the largest in the city) is incompatible with area development. On balance, the Commission found the proposal did not comply with the applicable Comprehensive Plan Policies.

- (c) The area around the development can be planned to be in

substantial harmony with the proposed plan.

FINDINGS: While there are single family homes in the vicinity, the dominant land use in the area is recreational with the existing golf course to the west. As noted above, the Commission finds the hotel to be incompatible with area uses.

- (d) The plan can be completed within a reasonable period of time.

FINDINGS: The Commission has the authority to place reasonable constraints on the timing of activities. It was suggested the developer submit site, engineering and building plans within two years of the final decision on this case and that all required plans for the project be submitted within five years of the final decision. At the submittal of the applicable material, a hearing would be scheduled before the Commission to review progress and to ensure the plans substantially conform the approved project.

- (e) The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.

FINDINGS: While the applicant submitted a traffic impact study (subsequently reviewed by the City's traffic engineer), opponents provided a more comprehensive study. The report indicated the project would generate more than 309 vehicle trips per day. Many of these trips would be directed to downtown where a majority of the eating establishments are located. This creates adverse impacts on streets within the vicinity. Not only is this a safety issue with pedestrian and bicycle traffic, but the Commission also finds the use and potential traffic impacts conflict with Comprehensive Plan "Land Use" Objective #3:

*Prevent the concentration of uses that would overload streets and other public facilities, or destroy living quality and natural amenities.*

Creation of the proposed 22-foot paving improvement is acceptable but recognize additional width and/or turn-outs may be necessary to meet Fire District requirements.

- (f) Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.

FINDINGS: The applicant submitted a site drainage plan for the entire project. Initial examination by staff indicates the improvements can comply with City Public Works standards. This

can be verified when engineering plans are submitted.

4. The Planning Commission shall notify the applicant whether, in its opinion, the foregoing provisions have been satisfied and, if not, whether they can be satisfied with further plan revision.

FINDINGS: This is a procedural requirement, whereby the decision and any conditions of approval are determined at the Commission hearing and the applicant is formally notified by the City.

5. Following this preliminary meeting, the applicant may proceed with his request for approval of the planned development by filing an application for an amendment to this Ordinance.

FINDINGS: It appears the purpose of this provision is to identify the site as a planned development on the City's zoning map (see item "(g)" below). In effect, this requires an approved tentative plan to be submitted, reviewed and approved, which is the purpose of the Commission hearings. However, as previously noted, it is appropriate for the applicant to return with engineering, site, building and other required plans to ensure the project proceeds according to the proposal.

6. In addition to the requirements of this section, the Planning Commission may attach conditions it finds are necessary to carry out the purposes of this Ordinance.

FINDINGS: Ultimately this is the Commission's decision. City staff provided a list of conditions for the Commission to consider.

7. An approved planned development shall be identified on the zoning map with the letters PD in addition to the abbreviated designation of the existing zoning.

FINDINGS: The City assumes this responsibility if the request is approved and development proceeds.

8. Building permits in a planned development shall be issued only on a basis of the approved plan. Any changes in the approved plan shall be submitted to the Planning Commission for processing as an amendment to this Ordinance.

FINDINGS: Design review provisions in Section 4.150 do not apply to the SR-R zone. However, the submitted material identifies the location of the various hotel units, cottages, parking and open space as well as the buildings' general features. It is appropriate to require conformance with the layout and improvements, including building design. Therefore, the project must conform to this proposed layout and design unless otherwise

modified by the Planning Commission.

C. Development standards in the SR-R zone are found in Section 3.030(4). Each item is reviewed below:

1. (4)(a) - Overall density for the SR-R zone is 6.5 dwelling units per gross acre. Dwellings may be clustered on one portion of a site within the SR-R zone and achieve a maximum density of 13 dwellings per acre where at least 40% of the total lot or parcel area is reserved or dedicated as permanent open space as a public or private park area or golf course. The open space shall be so indicated on the Plan and zoning map, and deed restrictions to that effect shall be filed with the City.

FINDINGS: While submitted as a hotel project, the Commission notes a number (if not all) of units can meet the definition of a “dwelling unit” contained in Ordinance 95-4. Therefore, application of the density requirement is appropriate. Additional information on the specific level of improvement would be needed to determine whether the development complies with the density requirements in this Section.

2. (4)(b) - Standards other than density in the SR-R zone shall conform to those established in the R-3 zone (Section 3.020) except that the Planning Commission may authorize relaxation of these standards to permit flexibility in design such as cluster development, with respect to lot size, setbacks and lot coverage, but not use.

FINDINGS: Compliance with applicable provisions in the R-3 zone is reviewed in item “E.”, below. For the purpose of this criterion, the layout meets or exceeds the minimum standards.

3. (4)(c) - The Planning Commission shall use the procedure set forth in Section 4.136 of this Ordinance (Planned Development) in order to evaluate development proposals in this area.

FINDINGS: The Commission hearings comply with requirement.

4. (4)(d) - The maximum lot coverage in the SR-R zone shall not exceed 40%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Based on the applicant’s calculations, the lot coverage will not exceed 33% (see site drainage plans). Areas containing steep slopes are not developed but will maintain a vegetative cover.



5. (4)(e) - In areas without a high-water table, a dry well capable of absorbing the storm runoff shall be provided in accordance with City standards.

FINDINGS: Compliance with this requirement can be addressed when engineering plans are submitted. Also see findings in Section C.3.(f).

In a similar vein, comments in March raised the issue of possible wetlands on the property. A limited wetlands study was conducted in 2017 which concluded the subject area did not contain wetlands. This analysis was approved by the Department of State Lands. A subsequent survey was conducted over the site that included the entire area under consideration for development. The survey by NW Regolith found no wetlands on the proposed development or any portion of the subject property. The City received a preliminary report from the Department of State Lands on June 9, 2022. The report indicated a wetland delineation will be required before development can occur. For the record, the applicant did submit the required application to DSL. Compliance with this requirement can be placed as a condition of approval.

- D. Applicable development standards in the R-3 zone are found in Section 3.020(3). Each item is reviewed below:

1. (3)(a) - The minimum lot size shall be 5,000 square feet for single family or duplexes, plus 2,500 square feet for each additional dwelling unit.

FINDINGS: There are no minimum area requirement for non-residential uses. However, at 3.83 acres, the project greatly exceeds the identified minimum parcel size requirement. The subject area contains two parcels. While under common ownership, their consolidation is required prior to development.

2. (3)(b) - The minimum lot width shall be 40 feet, except on a corner lot it shall be 60 feet.

FINDINGS: The parcel maintains 90-feet of frontage on Dorcas Lane and in no case falls below 60-feet in width throughout.

3. (3)(c) - The minimum lot depth shall be 90 feet.

FINDINGS: The property depth exceeds 1100 feet.

4. (3)(d) - The minimum front yard shall be 20 feet, or the average setback of buildings within 100 feet of both sides of the proposed building on the same side of the street, whichever is less. For purposes of determining the average setback of buildings, vacant lots within 100 feet of both sides of

the proposed building on the same side of the street shall be included and shall be assumed to have a building placed 20 feet from the front lot line to the nearest part of the building. In no case shall the front yard setbacks be less than 12 feet.

FINDINGS: The minimum front yard depth is approximately 80-feet.

5. (3)(e) - The minimum side yard setback shall be 5 feet for the portion of the building at the setback line up to 10 feet in height as measured vertically from average finished grade to the highest point of that portion of the building and shall be 8 feet for any portion of the building where this height is exceeded; except that a roof with a pitch of less than or equal to 8 in 12 may extend upward from the 5-foot setback line to the 8-foot setback line. The street side yard setback of a corner lot shall be 12 feet.

FINDINGS: The minimum side yard setback for the hotel, community building and cabin structures is 10-feet while the mini-cabins are at least 20-feet from the side yard. The combined property is effectively a corner lot as Dorcas Lane fronts on the north end and Classic Street along the east side. All structures exceed the minimum 12-foot corner lot setback along Classic Street.

6. (3)(f) - The maximum building or structure height shall be 28 feet, 6 inches. However, if more than one-half of the roof area has a roof pitch of less than 3 in 12, the building or structure height shall not exceed 24 feet. The height of a stepped or terraced building shall be the maximum height of any segment of the building or structure.

FINDINGS: The applicant did not request a variance to modify this requirement. Compliance with this provision will be determined when building plans are submitted for the individual structures.

7. (3)(g) - The minimum rear yard setback shall be 10 feet.

FINDINGS: The rear yard setback (mini-cottages) is approximately 120-feet.

8. (3)(h) - The maximum lot coverage in the R-3 zone shall not exceed 55%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases, the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Per requirements of the SR-R zone, the lot coverage limitation is 40%. Based on the applicant's calculations, the lot coverage will not

exceed 33% +/- . Compliance with this provision can be continually evaluated as the site develops.

9. (3)(i) - In areas of the City without a high-water table, a dry well capable of absorbing the storm runoff of the impervious surfaces of the property shall be provided in accordance with City standards.

FINDINGS: Compliance with this requirement can be addressed when engineering plans are submitted. Also see findings in Section C.3.(f).

- E. The planned unit development provisions do not specifically address parking requirements as these are usually considered as development progresses (e.g., a residential planned development). This is a unified project and it is appropriate to address parking at this juncture.

Hotel requirements are found in Section 4.090(3)(a) and require 1 space for each unit of 350 square feet or less, if that unit has only one bedroom; 1.25 spaces per unit for all other units; and, 2 spaces for the manager. The Ordinance does not establish a separate parking requirement for the community building as it is part of the hotel complex and it is reasonable to assume there will be some overlap between the guests and the use of the facility. Parking for the 19-unit hotel area is 19 spaces; 2 spaces for the manager; 11.25 spaces for the larger cabins ( $9 \times 1.25 = 11.25$ ) and 6 spaces for the mini-cabins. The site contains 53 spaces which exceeds the 34.25 spaces required by Ordinance. While specific information on the number of bedrooms for the smaller units was not provided, even if each unit contains more than one bedroom, this would only require an additional 4.75 spaces for a total of 39. Again, the proposed 53 spaces exceed this total. Compliance with parking requirements, such as space size and improvements, can be continually evaluated as building plans are reviewed.

- F. As a planned development, the Commission is granted authority to consider the entire project and not just the layout. City staff recommended any decision for final planned development approvals include the submitted building design proposals. The Commission agrees with this recommendation. However, in reviewing the various drawings and plans, the Commission finds they did not contain sufficient detail and are inadequate. This in turn complicates the ability of the Commission to determine whether the final product conforms to the submitted proposal.

## V. CONCLUSION

Based on the above noted findings, the Planning Commission concludes the application to site a 34-unit hotel in the SR-R zone fails to comply with the applicable provisions.



June 20, 2022

City of Manzanita Planning Commission  
P.O. Box 129  
Manzanita, OR 97130

RE: Manzanita Lofts Transportation Impacts

Greenlight Engineering has been asked by Concerned Citizens of Manzanita to evaluate the transportation related impacts of the proposed Manzanita Lofts development in Manzanita, Oregon.

We have reviewed the applicant's April 7, 2022 Manzanita Lofts PUD Traffic Analysis (hereafter referred to as the "Traffic Analysis"), the May 6, 2022 Lancaster Mobley letter ("Mobley letter"), the May 26, 2022 site plan and the May 9, 2022 staff report.

#### **Executive Summary**

- There is little to no evidence that "The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area" as required.
- There is substantial evidence that the intersections of US 101/Laneda Avenue and US 101/Manzanita Avenue may already be experiencing substantial intersection delays. This development may worsen those already poor operating conditions.
- The City of Manzanita has adopted a special roadway cross section for Classic Street adjacent to the proposed development. The existing roadway does not comply with the adopted cross section. The proposed development does not proposed to construct the standard cross section and nothing in the application even addresses the adopted cross section.
- There is no evidence that adequate sight distance can be achieved at the proposed site driveway.

#### **US 101 Intersections Possibly Operating Inadequately**

In order for the city to approve this application, section 4.136.3 of Ordinance 95-4 requires "The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area."

The Traffic Analysis provides no intersection capacity analysis or other evidence that supports that the streets are adequate and that the proposed development won't make them worse. In fact, there is evidence that nearby streets may not be operating adequately.

The City of Manzanita Downtown Transportation Plan<sup>1</sup> provides evidence that at least two nearby intersections in Manzanita were expected to experience substantial transportation capacity issues by 2022. The plan analyzed the US 101/Laneda Avenue and US 101/Manzanita Avenue intersections and found that by 2022, both intersections would operate well beyond the ODOT mobility standard and that improvements were necessary for adequate operations, suggesting those intersections were expected to not operate adequately well before 2022.

**TABLE 2-5**  
Operational Analysis of 30th-Highest-Hour Conditions (Year 2022)

Intersection	LOS	OHP Mobility Standard	Maximum V/C Ratio	Delay (seconds)
U.S. 101 and Necarney City Road	A/E	0.80/0.85	0.10/0.52	2.7/45.1
Critical Movement: Northbound (Minor Approach)				
<b>U.S. 101 and Laneda Avenue</b>	<b>B/F</b>	<b>0.80/0.85</b>	<b>0.34/1.44</b>	<b>10.7/253.1</b>
<b>Critical Movement: Eastbound (Minor Approach)</b>				
<b>U.S. 101 and Manzanita Avenue</b>	<b>A/F</b>	<b>0.80/0.85</b>	<b>0.35/1.25</b>	<b>9.4/188.0</b>
<b>Critical Movement: Eastbound (Minor Approach)</b>				
Laneda Avenue and Carmel Street	A	0.85	0.34	9.6
Critical Movement: Westbound				

Source: Synchro HCM Unsignalized Report.

LOS = level of service.

OHP = Oregon Highway Plan.

V/C = volume-to-capacity.

#### **Table 2-5 of City of Manzanita Downtown Transportation Plan**

Although ODOT constructed some improvements at these intersections, there was no increase in intersection capacity at the US 101/Laneda Avenue intersection with the improvements. At the US 101/Manzanita Avenue intersection, a northbound left turn lane was added.

The application makes no mention of these intersections and offers little to no evidence establishing that “The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area” as required in order to approve this application.

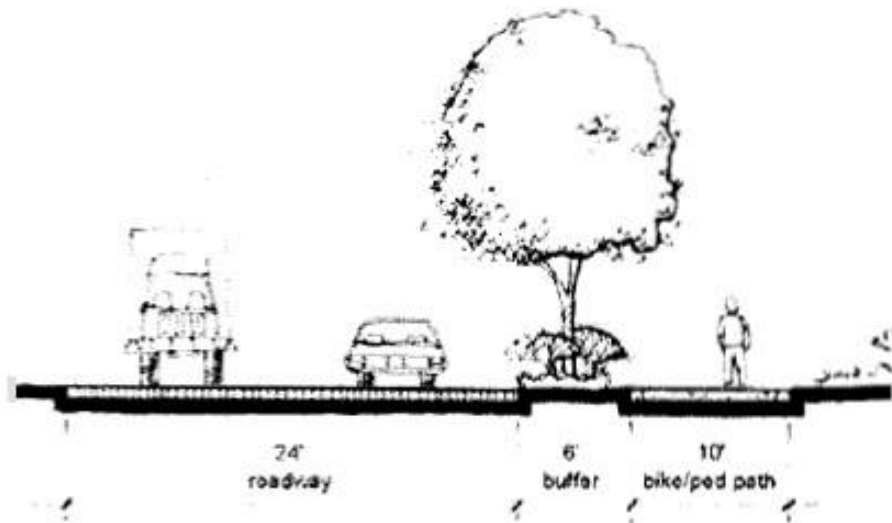
As noted in the Traffic Analysis, the proposed development will add approximately 309 daily vehicular trips. Certainly, this development will add turning traffic to the US 101/Laneda Avenue intersection and possibly worsen operations beyond the existing operations.

#### **Adopted Classic Street Cross Section Ignored**

The City of Manzanita Downtown Transportation Plan adopted a Classic Street cross section from Laneda Avenue to Necarney City Road which includes “A 40-foot-wide right-of-way. Two 12-foot-wide travel lanes (24-foot-wide roadway), 6-foot-wide landscaped buffer and 10-foot-wide

<sup>1</sup> [https://www.oregon.gov/ODOT/Planning/TPOD/tsp/city/city\\_of\\_manzanita\\_tsp\\_2003.pdf](https://www.oregon.gov/ODOT/Planning/TPOD/tsp/city/city_of_manzanita_tsp_2003.pdf)

shared bicycle/pedestrian path.” The development's Classic Street frontage is not compliant with this adopted roadway cross section. The applicant's Traffic Analysis notes that the street is just 21-22 feet in width and with separated bike or pedestrian facilities.



**Figure 4.3 of City of Manzanita Downtown Transportation Plan, Classic Street Cross Section**

It is common to require development to improve its own roadway frontage to be compliant with jurisdictional cross section standards when a site develops with an increase in traffic generation. This development certainly increases the traffic generation of the site and is anticipated to generate up to 309 daily vehicles.

#### **Operations at Classic Street/Dorcas Lane Speculative**

The applicant's Traffic Analysis of the Classic Street/Dorcas Lane intersection notes that “Volumes are typically low on these streets, even during peak season” and “While a detailed analysis has not been prepared for this review, it is expected the intersection operates at a level of service “A” with very low delays with the exiting (sic) two-way stop control.”

It should be noted that these statements are speculative. The applicant's engineer may not have even performed a field visit or reviewed photos of the area. The Mobley letter points out that “The traffic analysis does indicate that the intersection is controlled with stop signs on the Classic Street approaches. It is noted that the intersection was converted from two-way stop to four-way stop in the past and there are currently stop signs in place on all four approaches.”

Indeed, the intersection was converted from two way stop control to all way stop control some time ago. Based on this, it is possible that no actual observations of the intersection were performed by the applicant's engineer. The applicant's traffic engineer collected no traffic count data, performed no intersection analysis and possibly didn't even visit the site.

In order to approve this application, the city must conclude that “The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.” There is not substantial evidence that establishes this to be the case. In fact, there is little to no evidence that addresses this requirement.

### **Sight Distance at the Proposed Driveway**

As noted above, the applicant's engineer may not have conducted a site visit. However, the Traffic Analysis states:

“At the intersection of Classic Street with Dorcas Lane, sight distances can be met on each approach, although brush at the northeast corner of the intersection may need to be trimmed to meet the recommendations. Sight distance of 280 ft can be met at the proposed site access on Dorcas Lane with trimming of brush to the west of the driveway.”

Without a site visit, it would be difficult to conclude that sight distance requirements can be met. Sight distance adequacy should be determined via a site visit and it should be established that it is feasible to “...clear vegetation west of the site driveway location to achieve at least 280 feet of intersection sight distance, measured from a point 14.5 feet behind the edge of the traveled way on Dorcas Lane...” as recommended in the Mobley letter and the proposed conditions of approval. Otherwise, the proposed condition of approval D.4 of the staff report may not be feasible to achieve.

It should be noted that the proposed driveway is located near the western property line of the subject property. It is possible that in order to meet sight distance requirements that vegetation located on private property that is not under the control of the applicant or the city may be required to be removed and maintained in order to achieve adequate sight distance, thereby possibly requiring a sightline easement.

Based on a conversation with a nearby resident, the existing vegetation along Dorcas Lane is used as a buffer to keep golf balls from the nearby golf course from entering Dorcas Lane and other properties, so any vegetation clearing must be carefully performed and maintained.

### **Omissions of the Traffic Analysis and Mobley Letter**

The publicly available version of the Manzanita Lofts PUD Traffic Analysis dated April 7, 2022 is not stamped by a professional engineer, not signed and not printed on letterhead. It also fails to include the referenced crash data. It seems unlikely that this is the final version of this report.

The Mobley letter contains a “DRAFT” watermark and also is seemingly unlikely the final version of this report.

These issues should be resolved.

### **Conclusion**

- There is substantial evidence that nearby intersections, that were not studied as part of the Traffic Analysis, may operate inadequately. These intersections may operate worse if this development is approved.
- The Classic Street adopted roadway cross section requiring a wider street section with a separated bicycle/pedestrian path was ignored although the development fronts directly on this street.

- The Traffic Analysis did not include the collection of any traffic counts, perform any intersection traffic analysis and the applicant's traffic engineer may not have even conducted any visual observations of the area while concluding that traffic volumes are low and nearest intersection is operating adequately.
- There is no evidence that adequate sight distance can be achieved at the site driveway.
- There is little to no evidence that "The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area."

Sincerely,

Rick Nys, P.E.  
Principal Traffic Engineer  
503-317-4559  
[rick@greenlightengineering.com](mailto:rick@greenlightengineering.com)



RENEWS: 12/31/2022



# WETLAND DELINEATION / DETERMINATION REPORT COVER FORM

A complete report and signed report cover form, along with [applicable review fee](#), are required before a report review timeline can be initiated by the Department of State Lands. All applicants will receive an emailed confirmation that includes the report's unique file number and other information.

## Ways to submit report:

- ❖ **Under 50MB** - A single unlocked PDF can be emailed to:  
[wetland.delineation@dsl.oregon.gov](mailto:wetland.delineation@dsl.oregon.gov).
- ❖ **50MB or larger** - A single unlocked PDF can be uploaded to [DSL's Box.com](#) website.  
After upload notify DSL by email at: [wetland.delineation@dsl.oregon.gov](mailto:wetland.delineation@dsl.oregon.gov).
- ❖ **OR** a hard copy of the unbound report and signed cover form can be mailed to: Oregon Department of State Lands, 775 Summer Street NE, Suite 100, Salem, OR 97301-1279.

## Ways to pay review fee:

- ❖ By credit card on [DSL's epayment portal](#) after receiving the unique file number from DSL's emailed confirmation.
- ❖ By check payable to the Oregon Department of State Lands attached to the unbound mailed hardcopy **OR** attached to the complete signed cover form if report submitted electronically.

Contact and Authorization Information			
<input checked="" type="checkbox"/> Applicant <input checked="" type="checkbox"/> Owner Name, Firm and Address: Manzanita Loft LLLC 11251 SE 232 <sup>nd</sup> Ave Damascus, OR 97089		Business phone # (503) 440-5766 Mobile phone # (optional) E-mail: vito.cerelli@gmail.com	
<input type="checkbox"/> Authorized Legal Agent, Name and Address (if different):		Business phone # Mobile phone # (optional) E-mail:	
I either own the property described below or I have legal authority to allow access to the property. I authorize the Department to access the property for the purpose of confirming the information in the report, after prior notification to the primary contact.			
<b>Typed/Printed Name:</b> <u>Vito Cerelli</u>		<b>Signature:</b> <u><i>Vito Cerelli</i></u>	
Date: <u>6.01.2022</u>		Special instructions regarding site access: _____	
Project and Site Information			
Project Name: Manzanita Retreat		Latitude: 45.71638 Longitude: -123.929949 <b>decimal degree</b> - centroid of site or start & end points of linear project	
Proposed Use: Commercial-Hospitality		Tax Map # 3N1029D002100 Tax Lot(s) 2100	
Project Street Address (or other descriptive location): Corner of Dorcas Lane and Classic Street		Tax Map # 3N1029DA02600 Tax Lot(s) 2600	
City: Manzanita County: Tillamook		Township 3N Range 10W Section 29 QQ Use separate sheet for additional tax and location information	
Waterway:		River Mile:	
Wetland Delineation Information			
Wetland Consultant Name, Firm and Address: NW Regolith Austin Tomlinson 523 S. Cottage Ave Gearhart, OR 97138		Phone # (503) 440-0084 Mobile phone # (if applicable) E-mail: nwregolith@gmail.com	
The information and conclusions on this form and in the attached report are true and correct to the best of my knowledge.			
<b>Consultant Signature:</b> <u><i>Austin Tomlinson</i></u>		Date: <u>06/10/2022</u>	
<b>Primary Contact</b> for report review and site access is <input checked="" type="checkbox"/> Consultant <input checked="" type="checkbox"/> Applicant/Owner <input type="checkbox"/> Authorized Agent			
Wetland/Waters Present? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Study Area size: 4.7 acres Total Wetland Acreage:	
Check Applicable Boxes Below			
<input type="checkbox"/> R-F permit application submitted		<input type="checkbox"/> Fee payment submitted \$ _____	
<input type="checkbox"/> Mitigation bank site		<input type="checkbox"/> Resubmittal of rejected report (\$100)	
<input type="checkbox"/> EFSC/ODOE Proj. Mgr: _____		<input type="checkbox"/> Request for Reissuance. See eligibility criteria. (no fee)	
<input type="checkbox"/> Wetland restoration/enhancement project (not mitigation)		DSL # _____ Expiration date _____	
<input checked="" type="checkbox"/> Previous delineation/application on parcel		<input type="checkbox"/> LWI shows wetlands or waters on parcel	
If known, previous DSL # <u>WD2022-0296 ;WD2017-0149</u>		Wetland ID code _____	
For Office Use Only			
DSL Reviewer: <u>DE</u>		Fee Paid Date: ____ / ____ / ____	
Date Delineation Received: <u>6 / 12 / 22</u>		DSL WD # <u>2022-0331</u>	
DSL App.# _____		_____	

**Wetland Delineation**  
**For**  
**Manzanita Retreat**  
**Manzanita, Tillamook County, OR**  
**(Township 3N, Range 10W, Section 29)**

NOTICE: REPORTS ARE CONSIDERED DRAFT DOCUMENTS UNTIL REVIEW IS COMPLETED  
BY DSL. WETLAND MAPS MAY CHANGE AS A RESULT OF DSL REVIEW.

**Prepared for:**

**Manzanita Loft LLC**  
11251 SE 232<sup>nd</sup> Ave  
Damascus, OR 97089

**Prepared by:**

**NW Regolith**  
Austin Tomlinson  
523 S. Cottage Ave  
Gearhart, OR 97138  
(503) 440-0084  
[nwregolith@gmail.com](mailto:nwregolith@gmail.com)

**June, 2022**

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## **I. INTRODCUTION**

NW Regolith conducted a wetland delineation within the proposed study area. The study area includes tax lots 3N1029DA02600, and 3N1029D002100. The study area is located in the incorporated community of Manzanita in Tillamook County, Oregon. All of tax lot 2600 and the northern portion of tax lot 2100 of the study area is being proposed for development of a hospitality business containing a number of small cabin like dwellings and common areas. Wetland delineation field work was conducted on March 26<sup>th</sup> and June 11<sup>th</sup>, 2022. This report presents the results of NW Regolith's wetland delineation. Figures, including a map depicting sample plot locations within the study area, located in Appendix A. Data sheets documenting on-site conditions are provided in Appendix B. Ground- level photos of the study area are in Appendix C. A discussion of the wetland delineation methodology is provided in Appendix E for the client.

## **II. RESULTS AND DISCUSSION**

### **A. Landscape Setting and Land Use**

The study area is located within the City of Manzanita in Tillamook County, Oregon, adjacent to the Manzanita Golf Course. It is zoned Special Residential/Recreational Zone (SR-R). All platted public rights-of-way in and around the study area are developed. The nearest developed right-of-way and access point is at the corner of Dorcas Lane and Classic Street. The study area is bordered by Classic St. to the east, the Manzanita Golf Course to the West, and residential housing to the north and south. The total area of the study area is approximately 4.7 acres.

The study area consists of a mixture of mature dune forest/open system and highly disturbed/ruderal areas. The forested system lies along the western boundary, adjacent to the golf course. While the flat ruderal portion of the property lies along the toe of slope of Classic St. and the housing development to the south and east. The elevation rises in the southern portion of the tax lot 2100 and within tax lot 2600. The middle portion of the study area is the lowest point.

The study area has not been developed in the past but has been affected by adjacent land use changes including the development of Classic St and residential housing. A pedestrian trail has been observed through the center of the study area in historical photos and during the present day. A significant amount of fill material has been placed within the southern area of the tax lot 2100. This fill area appears to have been utilized for several years.

### **B. Site Alterations**

A significant amount of fill material has been placed in the southern portion of tax lot 2100 and is documented in this report (See Data Sheet P7, P8, P9 & Photos 30-44). This area was included in a previously DSL approved wetland delineation (WD2017-0149), which found no wetlands on site. NW Regolith did not observe any evidence of recent fill, excavation, or other disturbance within the study area outside of the documented fill area. Therefore, normal environmental conditions are considered to be present. Vegetation has likely been mowed or removed in years past, but no recent vegetation removal or cutting was observed.

### C. Precipitation Data and Analysis

Table 1 compares the average monthly precipitation, as reported for the National Resources Conservation Service (NRCS) WETS Station in Tillamook County to the monthly precipitation observed at the Nehalem, OR in the three months prior to NW Regolith wetland delineation field work. Table 1 also compares the observed precipitation at the Nehalem recording station to the normal precipitation range, as identified in the NRCS WETS table.

It should be noted that the observed precipitation total for June in Table 1 is the amount of precipitation recorded on in the first 11 days of the month, prior to the start of NW Regolith wetland delineation field work. Spring 2022 has been significantly wet, all prior months to field investigation far exceed the normal range of precipitation. WETS data was taken from Tillamook station due to data availability from the Nehalem and Manzanita station.

**Table 1: Comparison of Average and Observed Precipitation at the Nehalem/Tillamook for the Three Months Prior to the Wetland Delineation Field Work**

Month	Average Precipitation	30% Chance Will Have		Observed Precipitation	Percent of Normal
		Less Than Average <sup>a</sup>	More Than Average <sup>a</sup>		
March	9.90	7.25	11.64	12.9	130%
April	6.82	4.79	8.09	9.8	143%
May	4.84	3.3	5.77	12.7	262%
June 11 <sup>th</sup>	3.41	2.37	4.06	3.13	91%

- Notes:
- a. Source: NRCS WETS Table for the Tillamook, Tillamook County, Oregon <http://agacis.rcc-acis.org/?fips=41007>
  - b. Source: Preliminary Monthly Climate Data for the Seaside, OR as reported by NOAA Regional Climate Center
  - c. The average precipitation for January, as provided above, is for the first 12 days of January. This amount presumes that the average precipitation for the entire month of January is spread evenly across the entire month.

Total observed precipitation from the start of the water year (October 1<sup>st</sup>, 2021) to the date of field work (June 11<sup>th</sup>, 2022) was 123.34 inches which is approximately 147 percent above the normal, if you include the entire month of June in the average. It is NW Regolith's opinion that existing hydrology conditions were far exceeded the normal during field work of the delineation.

### D. Methods

NW Regolith conducted an initial reconnaissance on March 26<sup>th</sup> and completed the wetland delineation on June 11<sup>th</sup>, 2022. NW Regolith delineated the limits of jurisdictional wetlands in the study area based on the presence of wetland hydrology, hydric soils, and hydrophytic vegetation, in accordance with the Routine On-site Determination, as described in the Corps of Engineers Wetland Delineation Manual, Wetlands Research Program Technical Report Y-87-1 ("The 1987 Manual") and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region.

## **E. Description of All Wetlands and Other Non-Wetland Waters**

NW Regolith identified no existing wetlands within the study area. All vegetation observed during the investigation contained little to no FACW or OBL wetland vegetation. A small area of *spirea* was observed within Plot 5, but no wetland soil or hydrology indicators were present. The forested portion of the study is dominated by *Pinus contorta* (FAC), *Thuja Plicata* (FAC), and *Picea stichensis* (FAC). Understory vegetation consisted of *Vaccinium ovatum* (FACU), *Gaultheria shallon* (FACU), and *Rubus ursinus* (FACU). Open areas within the study area is dominated by *Gaultheria shallon* (FACU), *Holcus lanatus* (FAC), *Pteridium aquilium* (FACU), *Cytisus scoparius* (n/l), and *Rubus americanus* (FAC). Disturbed areas (Plots 7-9) contained *Cytisus scoparius* (n/l) and *Phalaris arundinacea* (FAC).

Soils were consistent with NRCS mapped soil type, Netarts fine sandy loam, 5 to 30 percent slope. With a shallow dark surface horizon, and sandy subsurface horizons with no sign of streaking or concentrations. Plots 1-6 contained undisturbed soils that were consistent throughout. Plots 7-9 were in areas of historic disturbance and non-native soil material was found. These soils and the landscape on site appear to be well drained and significantly above any ground water elevation.

Despite the well above normal precipitation for this year, no hydrologic indicators were observed within the study area.

## **F. Deviation from LWI or NWI**

The U.S Fish and Wildlife Service (USFWS) NWI shows wetlands within the study area. No LWI exists within the City of Manzanita. The area mapped by the NWI was observed and data was collected throughout its footprint. No wetlands were found within the NWI mapped wetlands. Therefore, NW Regolith believes that the wetland delineation presented in this report which is based on on-the ground observations, is a true representation of the wetland and upland conditions within the study area.

## **G. Mapping Method**

NW Regolith marked all data plots with pink pin flags. Data points were survey-located by Avenza Map app. The estimated accuracy of the app is one meter. No other surveying or on the ground markings were placed since no wetlands were present on site. A previous survey of the tax lots was conducted in years past, evidence of this survey were observed on the ground.

## **H. Additional Information**

Data points were chosen based on topographic position, field observations, and hydric vegetation within the study area. Soils and vegetation communities were relatively uniform throughout, indicating that further data points or investigation was not needed beyond what is presented in this report.

## **I. Results and Conclusions**

No wetlands were found within the study area. Data points were taken within the mapped NWI and throughout the entirety of the study area. A majority of the vegetation did not

meet wetland indicators. No wetland soils or hydrology indicators were found within the study area.

**J. Required Disclaimer**

This report documents the investigation, best professional judgment and conclusions of the investigators. It is correct and complete to the best of our knowledge. It should be considered a Preliminary Jurisdictional Determination of wetlands and other waters and used at your own risk unless it has been reviewed and approved in writing by the Oregon Department of State Lands in accordance with OAR 141-090-0005 through 141-090-0055.

### III. References

Adamus, P.R. and D. Field. 2001 *Guidebook for Hydrogeomorphic (HGM)-based Assessment of Oregon Wetland and Riparian Sites. Willamette Valley Ecoregion, Riverine Impounding and Slopes/Flats Subclasses*. Oregon Division of State Lands, Salem, OR.

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USDA, Web Soil Mapper 2011. *Soil Survey of Tillamook County, Oregon*.  
<http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx>

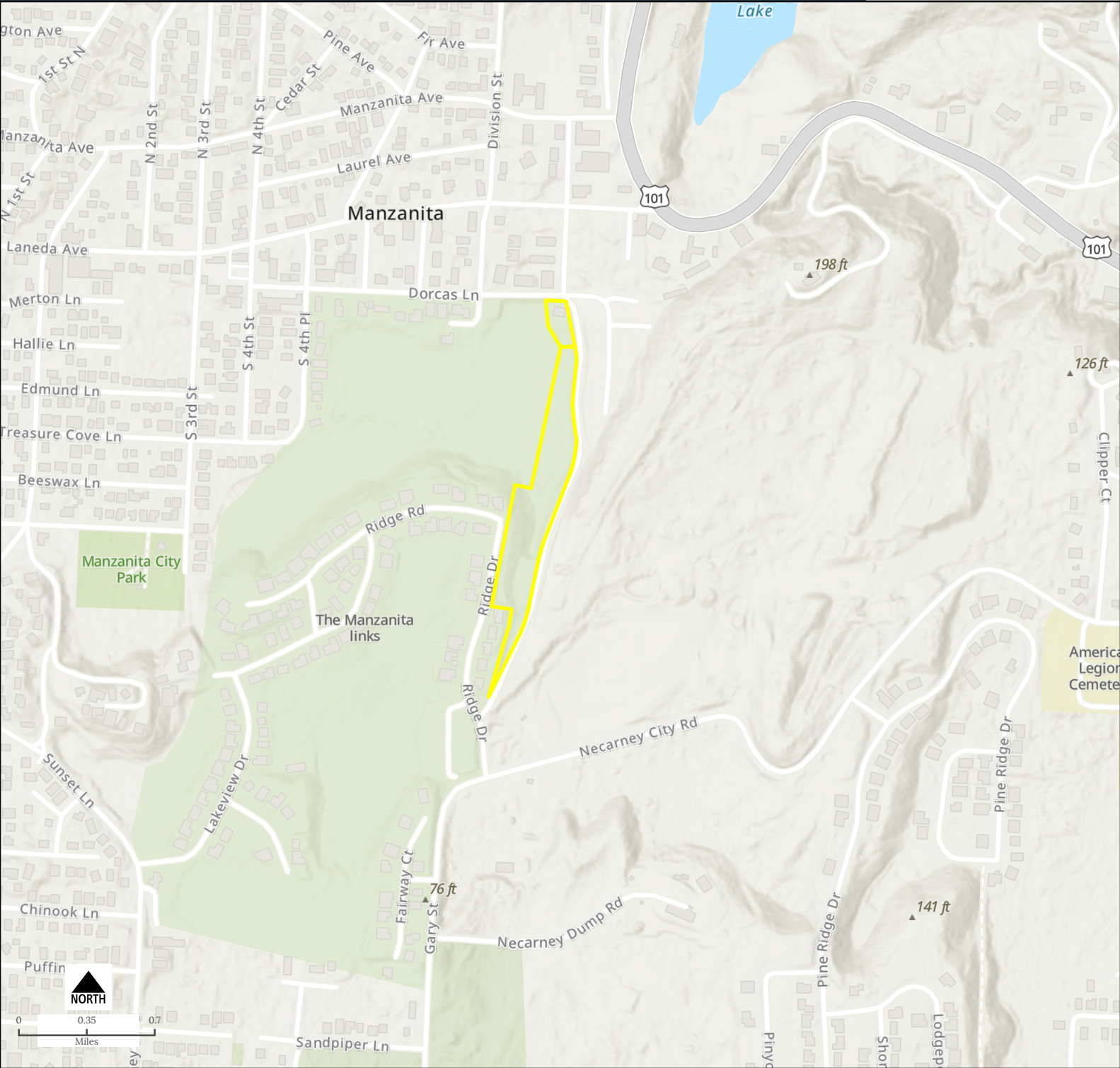
USFWS, National Wetland Inventory, 2015. Manzanita, OR.  
<http://www.fws.gov/wetlands/Wetlands-Mapper.html>



## Appendix A: Figures

# Figure 1-Topography & General Location

Manzanita Retreat

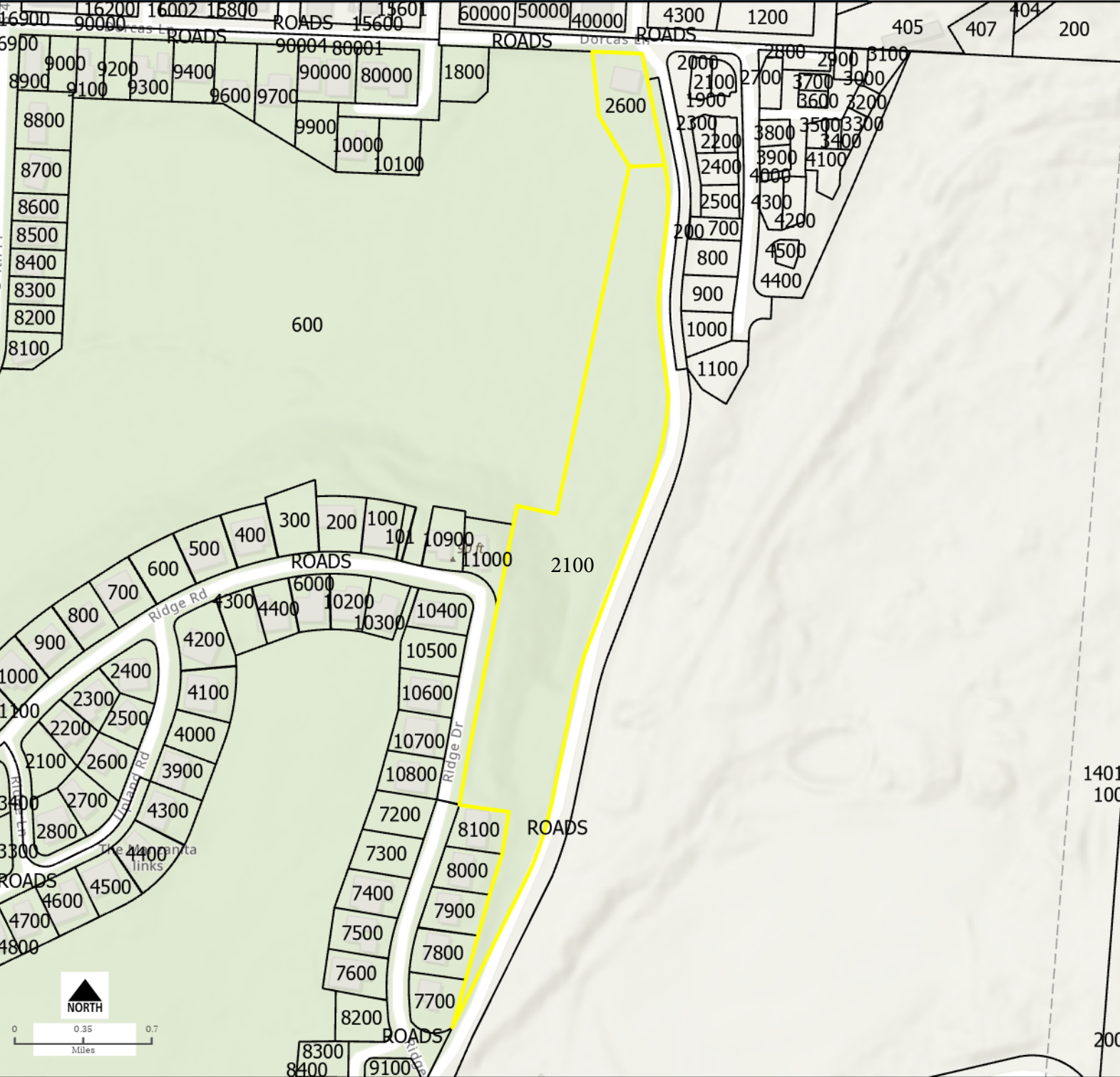


Legend

Study Area

# Figure 2-Taxlot Map

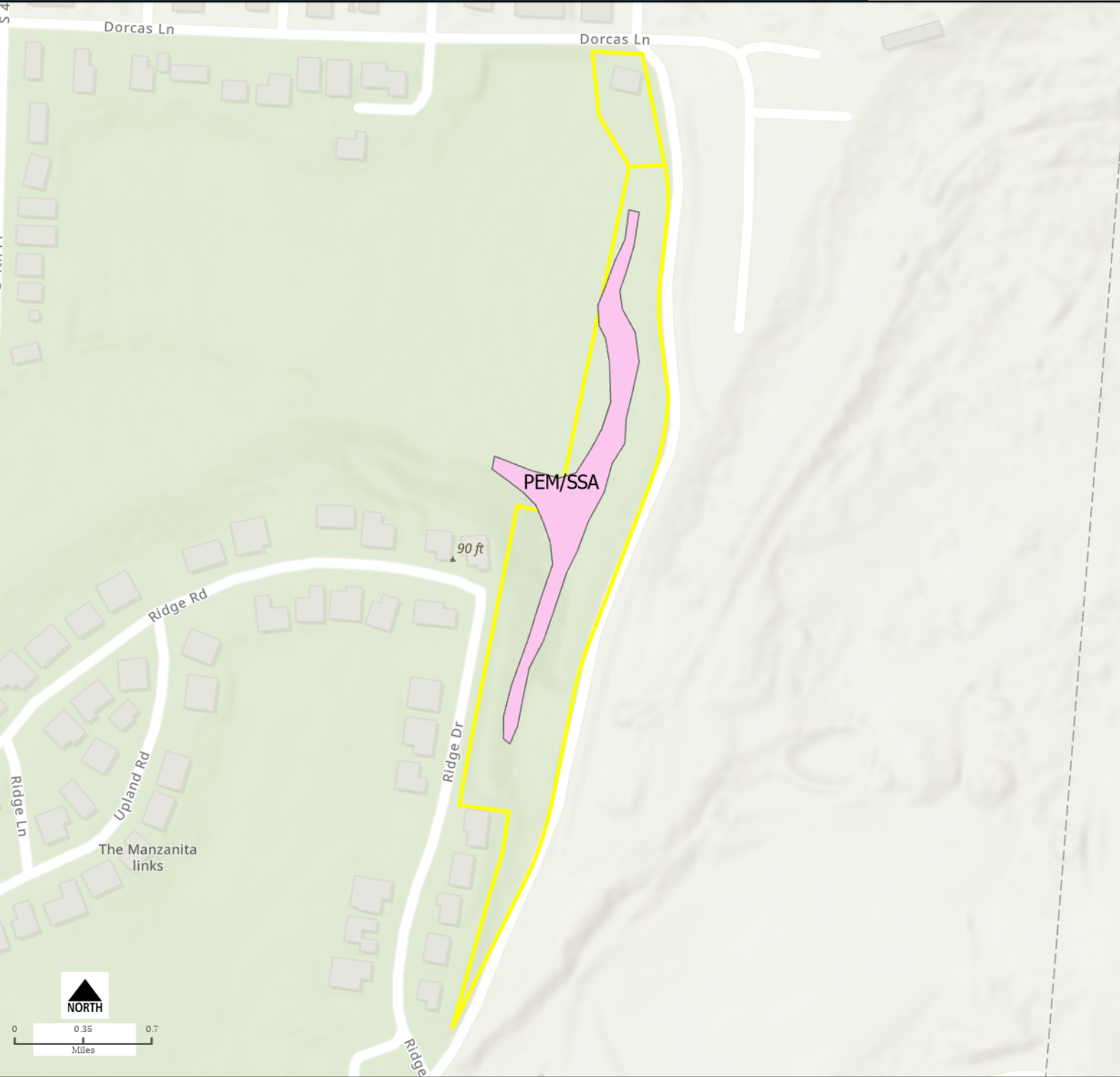
Manzanita Retreat



- Legend
- Study Area
  - Tax lot

# Figure 3-NWI Map

Manzanita Retreat



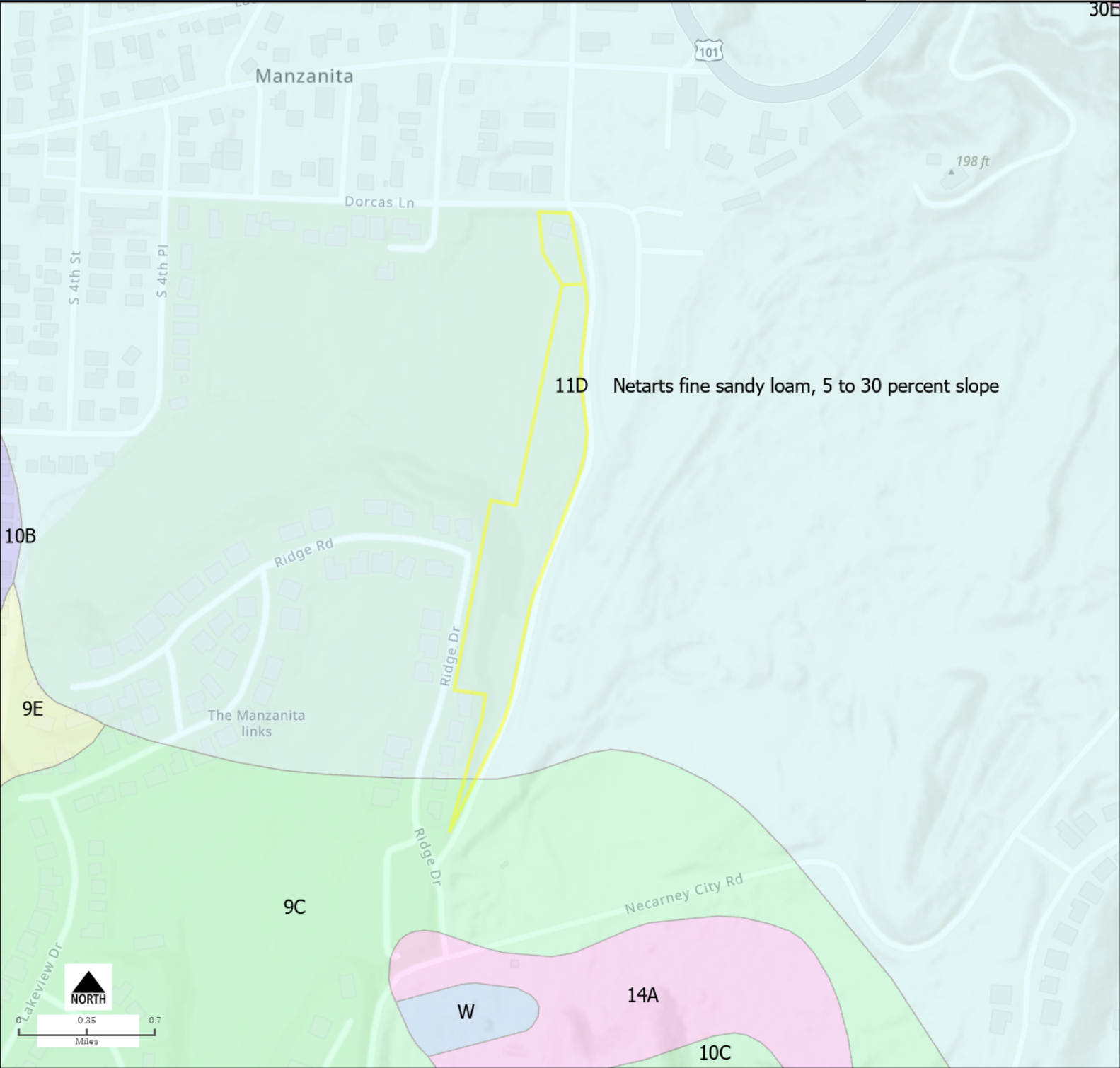
Legend

Study Area



# Figure 4-Soils

Manzanita Retreat



Legend

Study Area



# Figure 5-Aerial Map

Manzanita Retreat



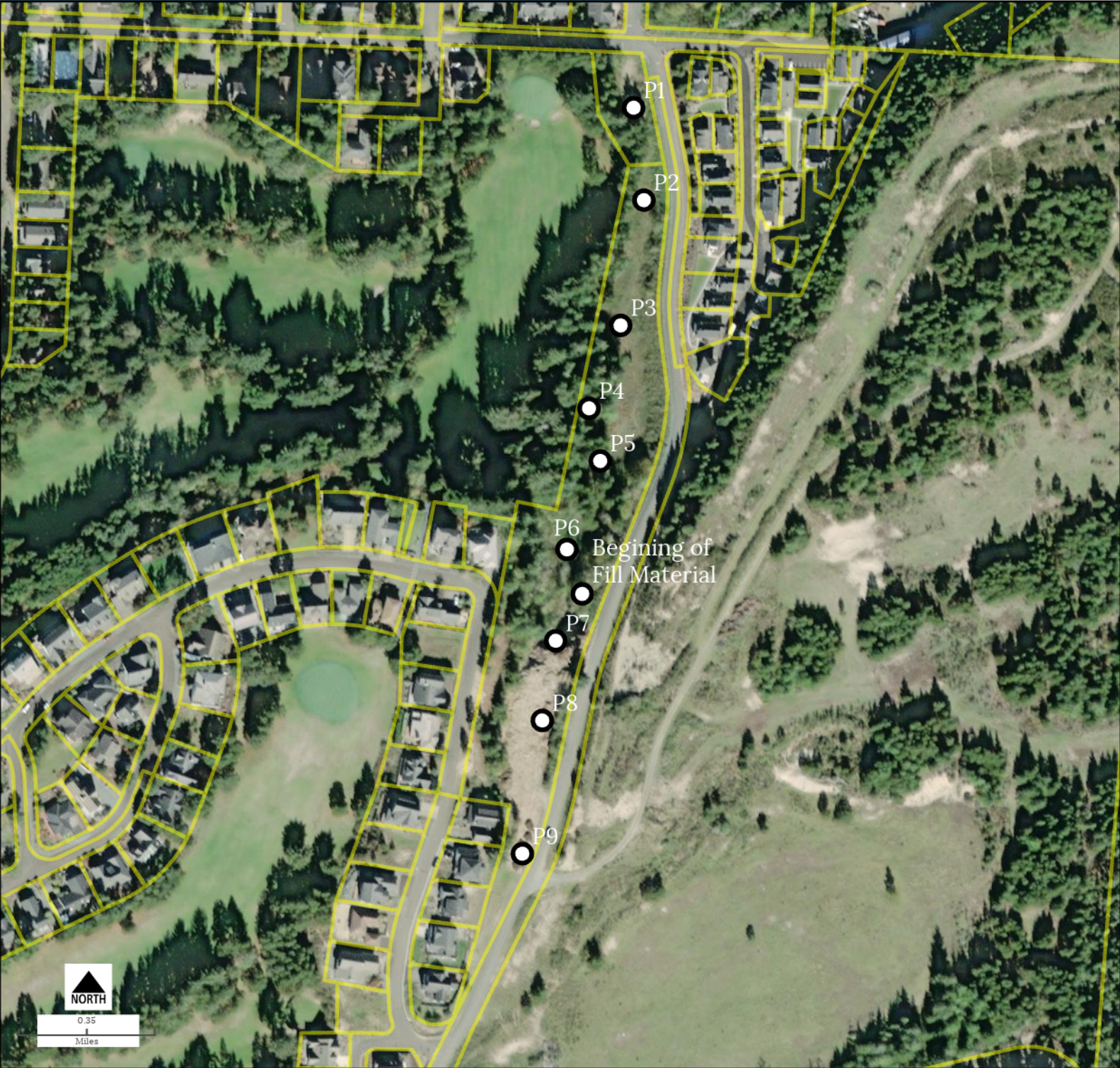
Legend

Study Area



# Figure 6-Wetland Delineation Map

Manzanita Retreat



Legend  
Study Area

NOTICE: REPORTS ARE CONSIDERED DRAFT DOCUMENTS UNTIL REVIEW IS COMPLETED BY DSL. WETLAND MAPS MAY CHANGE AS A RESULT OF DSL REVIEW.

## **Appendix B: Data Sheets**



# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P1  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):         
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:         
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes ☒ No ☐ (If no, explain in Remarks.)  
 Are Vegetation       , Soil       , or Hydrology        significantly disturbed? Are "Normal Circumstances" present? Yes ☒ No ☐  
 Are Vegetation       , Soil       , or Hydrology        naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Is the Sampled Area within a Wetland? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Hydric Soil Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Wetland Hydrology Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

Remarks: Sample point at highest point of the property.

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>3</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>100</u> (A/B)
1. <u>Alnus rubra</u>		1		FAC	
2. <u>Picea stichensis</u>		5		FAC	
3. <u>Pinus contorta</u>		40	Y	FAC	
4. <u>      </u>					
		46	= Total Cover		<b>Prevalence Index worksheet:</b> Total % Cover of: <u>      </u> Multiply by: OBL species <u>      </u> x 1 = <u>      </u> FACW species <u>      </u> x 2 = <u>      </u> FAC species <u>      </u> x 3 = <u>      </u> FACU species <u>      </u> x 4 = <u>      </u> UPL species <u>      </u> x 5 = <u>      </u> Column Totals: <u>      </u> (A) <u>      </u> (B) Prevalence Index = B/A = <u>      </u>
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	
1. <u>Cytisus scoparius</u>		40	Y	N/L	
2. <u>Rubus armeniacus</u>		5		FACU	
3. <u>      </u>					
		45	= Total Cover		
Herb Stratum	(Plot size: <u>15ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Hydrophytic Vegetation Indicators:</b> <input type="checkbox"/> 1 - Rapid Test for Hydrophytic Vegetation <input checked="" type="checkbox"/> 2 - Dominance Test is >50% <input type="checkbox"/> 3 - Prevalence Index is ≤3.0 <sup>1</sup> <input type="checkbox"/> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) <input type="checkbox"/> 5 - Wetland Non-Vascular Plants <sup>1</sup> <input type="checkbox"/> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1. <u>Maianthemum dilatatum</u>		5		FAC	
2. <u>Holcus lanatus</u>		30	Y	FAC	
3. <u>Pteridium aquilinum</u>		1		FACU	
4. <u>Hypochaeris radicata</u>		1		FACU	
5. <u>      </u>					
6. <u>      </u>					
7. <u>      </u>					
8. <u>      </u>					
		37	= Total Cover		
Woody Vine Stratum	(Plot size: <u>      </u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Hydrophytic Vegetation Present?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
1. <u>      </u>					
2. <u>      </u>					
			= Total Cover		
% Bare Ground in Herb Stratum <u>35</u>					

Remarks:

## SOIL

Sampling Point:

P1

**Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)**

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-8	10YR 4/3	100					LS	
8-20	10YR 4/4	100					Sand	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.

<sup>2</sup>Location: PL=Pore Lining, M=Matrix.

**Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)**

**Indicators for Problematic Hydric Soils<sup>3</sup>:**

- |  |  |
|--|--|
| <input type="checkbox"/> Histosol (A1)                     | <input type="checkbox"/> Sandy Redox (S5)                                  |
| <input type="checkbox"/> Histic Epipedon (A2)              | <input type="checkbox"/> Stripped Matrix (S6)                              |
| <input type="checkbox"/> Black Histic (A3)                 | <input type="checkbox"/> Loamy Mucky Mineral (F1) ( <b>except MLRA 1</b> ) |
| <input type="checkbox"/> Hydrogen Sulfide (A4)             | <input type="checkbox"/> Loamy Gleyed Matrix (F2)                          |
| <input type="checkbox"/> Depleted Below Dark Surface (A11) | <input type="checkbox"/> Depleted Matrix (F3)                              |
| <input type="checkbox"/> Thick Dark Surface (A12)          | <input type="checkbox"/> Redox Dark Surface (F6)                           |
| <input type="checkbox"/> Sandy Mucky Mineral (S1)          | <input type="checkbox"/> Depleted Dark Surface (F7)                        |
| <input type="checkbox"/> Sandy Gleyed Matrix (S4)          | <input type="checkbox"/> Redox Depressions (F8)                            |

- ☐ 2 cm Muck (A10)
- ☐ Red Parent Material (TF2)
- ☐ Very Shallow Dark Surface (TF12)
- ☐ Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

**Restrictive Layer (if present):**

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

**Hydric Soil Present?**

Yes ☐

No ☒

Remarks: Soil moist with recent rainfall

## HYDROLOGY

**Wetland Hydrology Indicators:**

Primary Indicators (minimum of one required; check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Surface Water (A1)                        | <input type="checkbox"/> Water-Stained Leaves (B9) ( <b>except MLRA 1, 2, 4A, and 4B</b> ) |
| <input type="checkbox"/> High Water Table (A2)                     | <input type="checkbox"/> Salt Crust (B11)  |
| <input type="checkbox"/> Saturation (A3)                           | <input type="checkbox"/> Aquatic Invertebrates (B13)                                       |
| <input type="checkbox"/> Water Marks (B1)                          | <input type="checkbox"/> Hydrogen Sulfide Odor (C1)  |
| <input type="checkbox"/> Sediment Deposits (B2)                    | <input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3)                     |
| <input type="checkbox"/> Drift Deposits (B3)                       | <input type="checkbox"/> Presence of Reduced Iron (C4)                                     |
| <input type="checkbox"/> Algal Mat or Crust (B4)                   | <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)                        |
| <input type="checkbox"/> Iron Deposits (B5)                        | <input type="checkbox"/> Stunted or Stressed Plants (D1) ( <b>LRR A</b> )                  |
| <input type="checkbox"/> Surface Soil Cracks (B6)                  | <input type="checkbox"/> Other (Explain in Remarks)  |
| <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) |  |
| <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)   |  |

Secondary Indicators (2 or more required)

- ☐ Water-Stained Leaves (B9) (**MLRA 1, 2, 4A, and 4B**)
- ☐ Drainage Patterns (B10)
- ☐ Dry-Season Water Table (C2)
- ☐ Saturation Visible on Aerial Imagery (C9)
- ☐ Geomorphic Position (D2)
- ☐ Shallow Aquitard (D3)
- ☐ FAC-Neutral Test (D5)
- ☐ Raised Ant Mounds (D6) (**LRR A**)
- ☐ Frost-Heave Hummocks (D7)

**Field Observations:**

Surface Water Present? Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

Water Table Present? Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

Saturation Present? (includes capillary fringe) Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

**Wetland Hydrology Present?**

Yes ☐

No ☒

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P2  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):           
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:           
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes x No          (If no, explain in Remarks.)  
 Are Vegetation         , Soil         , or Hydrology          significantly disturbed? Are "Normal Circumstances" present? Yes x No           
 Are Vegetation         , Soil         , or Hydrology          naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <u>        </u>	No <u>x</u>	Is the Sampled Area within a Wetland?	Yes <u>        </u>	No <u>x</u>
Hydric Soil Present?	Yes <u>        </u>	No <u>x</u>			
Wetland Hydrology Present?	Yes <u>        </u>	No <u>x</u>			

Remarks:

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>1</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>33</u> (A/B)
1. <u>        </u>					
2. <u>        </u>					
3. <u>        </u>					
4. <u>        </u>					
				= Total Cover	<b>Prevalence Index worksheet:</b> Total % Cover of: <u>        </u> Multiply by: OBL species <u>        </u> x 1 = <u>        </u> FACW species <u>        </u> x 2 = <u>        </u> FAC species <u>        </u> x 3 = <u>        </u> FACU species <u>        </u> x 4 = <u>        </u> UPL species <u>        </u> x 5 = <u>        </u> Column Totals: <u>        </u> (A) <u>        </u> (B) Prevalence Index = B/A = <u>        </u>
Sapling/Shrub Stratum (Plot size: <u>15ft</u> )					
1. <u>Rubus armeniacus</u>		<u>15</u>	<u>Y</u>	<u>FACU</u>	
2. <u>Cytisus scoparius</u>		<u>5</u>		<u>N/L</u>	
3. <u>Gaultheria shallon</u>		<u>30</u>	<u>Y</u>	<u>FACU</u>	
4. <u>Rubus ursinus</u>		<u>5</u>		<u>FACU</u>	
5. <u>        </u>					
				= Total Cover	
Herb Stratum (Plot size: <u>15ft</u> )					<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is ≤3.0 <sup>1</sup> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) 5 - Wetland Non-Vascular Plants <sup>1</sup> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1. <u>Holcus lanatus</u>		<u>80</u>	<u>Y</u>	<u>FAC</u>	
2. <u>Digitalis purpurea</u>		<u>1</u>		<u>FACU</u>	
3. <u>        </u>					
4. <u>        </u>					
5. <u>        </u>					
6. <u>        </u>					
7. <u>        </u>					
8. <u>        </u>					
9. <u>        </u>					
10. <u>        </u>					
11. <u>        </u>					
				= Total Cover	
Woody Vine Stratum (Plot size: <u>        </u> )					<b>Hydrophytic Vegetation Present?</b> Yes <u>        </u> No <u>x</u>
1. <u>        </u>					
2. <u>        </u>					
				= Total Cover	
% Bare Ground in Herb Stratum <u>        </u>					

Remarks:

## SOIL

Sampling Point: P2

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-4	10YR 2/1	100					LS	
4-8	10YR 4/1	100					Sand	
8-20	7.5YR 4/6	100					Sand	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.    <sup>2</sup>Location: PL=Pore Lining, M=Matrix.

<b>Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)</b> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Histosol (A1)  <input type="checkbox"/> Histic Epipedon (A2)  <input type="checkbox"/> Black Histic (A3)  <input type="checkbox"/> Hydrogen Sulfide (A4)  <input type="checkbox"/> Depleted Below Dark Surface (A11)  <input type="checkbox"/> Thick Dark Surface (A12)  <input type="checkbox"/> Sandy Mucky Mineral (S1)  <input type="checkbox"/> Sandy Gleyed Matrix (S4) </div> <div> <input type="checkbox"/> Sandy Redox (S5)  <input type="checkbox"/> Stripped Matrix (S6)  <input type="checkbox"/> Loamy Mucky Mineral (F1) (<b>except MLRA 1</b>)  <input type="checkbox"/> Loamy Gleyed Matrix (F2)  <input type="checkbox"/> Depleted Matrix (F3)  <input type="checkbox"/> Redox Dark Surface (F6)  <input type="checkbox"/> Depleted Dark Surface (F7)  <input type="checkbox"/> Redox Depressions (F8) </div> </div>	<b>Indicators for Problematic Hydric Soils<sup>3</sup>:</b> <input type="checkbox"/> 2 cm Muck (A10) <input type="checkbox"/> Red Parent Material (TF2) <input type="checkbox"/> Very Shallow Dark Surface (TF12) <input type="checkbox"/> Other (Explain in Remarks)  <sup>3</sup> Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic
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<b>Restrictive Layer (if present):</b> Type: _____ Depth (inches): _____	<b>Hydric Soil Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Remarks: Soil moist with recent rainfall

## HYDROLOGY

<b>Wetland Hydrology Indicators:</b> Primary Indicators (minimum of one required; check all that apply)				Secondary Indicators (2 or more required)			
<input type="checkbox"/> Surface Water (A1) <input type="checkbox"/> High Water Table (A2) <input type="checkbox"/> Saturation (A3) <input type="checkbox"/> Water Marks (B1)  <input type="checkbox"/> Sediment Deposits (B2) <input type="checkbox"/> Drift Deposits (B3)  <input type="checkbox"/> Algal Mat or Crust (B4)  <input type="checkbox"/> Iron Deposits (B5) <input type="checkbox"/> Surface Soil Cracks (B6) <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>except MLRA 1, 2, 4A, and 4B</b> ) <input type="checkbox"/> Salt Crust (B11) <input type="checkbox"/> Aquatic Invertebrates (B13) <input type="checkbox"/> Hydrogen Sulfide Odor (C1) <input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3) <input type="checkbox"/> Presence of Reduced Iron (C4) <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6) <input type="checkbox"/> Stunted or Stressed Plants (D1) ( <b>LRR A</b> ) <input type="checkbox"/> Other (Explain in Remarks)	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>MLRA 1, 2, 4A, and 4B</b> ) <input type="checkbox"/> Drainage Patterns (B10) <input type="checkbox"/> Dry-Season Water Table (C2) <input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)  <input type="checkbox"/> Geomorphic Position (D2) <input type="checkbox"/> Shallow Aquitard (D3)  <input type="checkbox"/> FAC-Neutral Test (D5)  <input type="checkbox"/> Raised Ant Mounds (D6) ( <b>LRR A</b> ) <input type="checkbox"/> Frost-Heave Hummocks (D7)					

<b>Field Observations:</b> <div style="display: flex; justify-content: space-between;"> <div> Surface Water Present?    Yes <input type="checkbox"/>    No <input checked="" type="checkbox"/>  Water Table Present?    Yes <input type="checkbox"/>    No <input checked="" type="checkbox"/>  Saturation Present? (includes capillary fringe)    Yes <input type="checkbox"/>    No <input checked="" type="checkbox"/> </div> <div> Depth (inches): _____  Depth (inches): _____  Depth (inches): _____ </div> </div>	<b>Wetland Hydrology Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P3  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):           
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:           
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes x No          (If no, explain in Remarks.)  
 Are Vegetation         , Soil         , or Hydrology          significantly disturbed? Are "Normal Circumstances" present? Yes x No           
 Are Vegetation         , Soil         , or Hydrology          naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <u>        </u>	No <u>x</u>	Is the Sampled Area within a Wetland? Yes <u>        </u> No <u>x</u>
Hydric Soil Present?	Yes <u>        </u>	No <u>x</u>	
Wetland Hydrology Present?	Yes <u>        </u>	No <u>x</u>	

Remarks:

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>6</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>33</u> (A/B)
1. <u>Pinus contorta</u>		10	Y	FAC	
2. <u>        </u>					
3. <u>        </u>					
4. <u>        </u>					
		10	= Total Cover		<b>Prevalence Index worksheet:</b> Total % Cover of: Multiply by: OBL species <u>        </u> x 1 = <u>        </u> FACW species <u>        </u> x 2 = <u>        </u> FAC species <u>        </u> x 3 = <u>        </u> FACU species <u>        </u> x 4 = <u>        </u> UPL species <u>        </u> x 5 = <u>        </u> Column Totals: <u>        </u> (A) <u>        </u> (B) Prevalence Index = B/A = <u>        </u>
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	
1. <u>Vaccinium ovatum</u>		5		FACU	
2. <u>Cytisus scoparius</u>		25	Y	N/L	
3. <u>Gaultheria shallon</u>		35	Y	FACU	
4. <u>Rubus ursinus</u>		5		FACU	
5. <u>        </u>					
		70	= Total Cover		
Herb Stratum	(Plot size: <u>15ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is ≤3.0 <sup>1</sup> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) 5 - Wetland Non-Vascular Plants <sup>1</sup> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1. <u>Hypochaeris radicata</u>		10	Y	FACU	
2. <u>Holcus lanatus</u>		25	Y	FAC	
3. <u>Pteridium aquilinum</u>		15	Y	FACU	
4. <u>        </u>					
5. <u>        </u>					
6. <u>        </u>					
7. <u>        </u>					
8. <u>        </u>					
9. <u>        </u>					
10. <u>        </u>					
11. <u>        </u>					
		50	= Total Cover		
Woody Vine Stratum	(Plot size: <u>        </u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Hydrophytic Vegetation Present?</b> Yes <u>        </u> No <u>x</u>
1. <u>        </u>					
2. <u>        </u>					
			= Total Cover		
% Bare Ground in Herb Stratum <u>        </u>					

Remarks:

## SOIL

Sampling Point: P3

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-6	10YR 2/1	100					LS	
6-11	10YR 5/2	100					Sand	
11-20	7.5YR 4/6	100					Sand	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.    <sup>2</sup>Location: PL=Pore Lining, M=Matrix.

<b>Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)</b> <input type="checkbox"/> Histosol (A1) <input type="checkbox"/> Sandy Redox (S5) <input type="checkbox"/> Histic Epipedon (A2) <input type="checkbox"/> Stripped Matrix (S6) <input type="checkbox"/> Black Histic (A3) <input type="checkbox"/> Loamy Mucky Mineral (F1) ( <b>except MLRA 1</b> ) <input type="checkbox"/> Hydrogen Sulfide (A4) <input type="checkbox"/> Loamy Gleyed Matrix (F2) <input type="checkbox"/> Depleted Below Dark Surface (A11) <input type="checkbox"/> Depleted Matrix (F3) <input type="checkbox"/> Thick Dark Surface (A12) <input type="checkbox"/> Redox Dark Surface (F6) <input type="checkbox"/> Sandy Mucky Mineral (S1) <input type="checkbox"/> Depleted Dark Surface (F7) <input type="checkbox"/> Sandy Gleyed Matrix (S4) <input type="checkbox"/> Redox Depressions (F8)	<b>Indicators for Problematic Hydric Soils<sup>3</sup>:</b> <input type="checkbox"/> 2 cm Muck (A10) <input type="checkbox"/> Red Parent Material (TF2) <input type="checkbox"/> Very Shallow Dark Surface (TF12) <input type="checkbox"/> Other (Explain in Remarks)  <sup>3</sup> Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic
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<b>Restrictive Layer (if present):</b> Type: _____ Depth (inches): _____	<b>Hydric Soil Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Remarks: \_\_\_\_\_

## HYDROLOGY

<b>Wetland Hydrology Indicators:</b> Primary Indicators (minimum of one required; check all that apply)				Secondary Indicators (2 or more required)			
<input type="checkbox"/> Surface Water (A1) <input type="checkbox"/> High Water Table (A2) <input type="checkbox"/> Saturation (A3) <input type="checkbox"/> Water Marks (B1)  <input type="checkbox"/> Sediment Deposits (B2) <input type="checkbox"/> Drift Deposits (B3)  <input type="checkbox"/> Algal Mat or Crust (B4)  <input type="checkbox"/> Iron Deposits (B5) <input type="checkbox"/> Surface Soil Cracks (B6) <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>except MLRA 1, 2, 4A, and 4B</b> ) <input type="checkbox"/> Salt Crust (B11) <input type="checkbox"/> Aquatic Invertebrates (B13) <input type="checkbox"/> Hydrogen Sulfide Odor (C1) <input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3) <input type="checkbox"/> Presence of Reduced Iron (C4) <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6) <input type="checkbox"/> Stunted or Stressed Plants (D1) ( <b>LRR A</b> ) <input type="checkbox"/> Other (Explain in Remarks)	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>MLRA 1, 2, 4A, and 4B</b> ) <input type="checkbox"/> Drainage Patterns (B10) <input type="checkbox"/> Dry-Season Water Table (C2) <input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)  <input type="checkbox"/> Geomorphic Position (D2) <input type="checkbox"/> Shallow Aquitard (D3)  <input type="checkbox"/> FAC-Neutral Test (D5)  <input type="checkbox"/> Raised Ant Mounds (D6) ( <b>LRR A</b> ) <input type="checkbox"/> Frost-Heave Hummocks (D7)					

<b>Field Observations:</b> Surface Water Present?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ Water Table Present?     Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ Saturation Present?       Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ (includes capillary fringe)	<b>Wetland Hydrology Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available: \_\_\_\_\_

Remarks: \_\_\_\_\_

# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P4  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):         
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:         
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes ☒ No ☐ (If no, explain in Remarks.)  
 Are Vegetation ☐ , Soil ☐ , or Hydrology ☐ significantly disturbed? Are "Normal Circumstances" present? Yes ☒ No ☐  
 Are Vegetation ☐ , Soil ☐ , or Hydrology ☐ naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Is the Sampled Area within a Wetland? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Hydric Soil Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Wetland Hydrology Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

Remarks:

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>5</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>40</u> (A/B)	
1. <u>Thuja plicata</u>		<u>75</u>	<u>Y</u>	<u>FAC</u>		
2. <u>Pinus contorta</u>		<u>40</u>	<u>Y</u>	<u>FAC</u>		
3. <u>Picea stichensis</u>		<u>10</u>		<u>FAC</u>		
4. <u>      </u>						
		<u>120</u>	= Total Cover		<b>Prevalence Index worksheet:</b> Total % Cover of: <u>      </u> Multiply by: OBL species <u>      </u> x 1 = <u>      </u> FACW species <u>      </u> x 2 = <u>      </u> FAC species <u>      </u> x 3 = <u>      </u> FACU species <u>      </u> x 4 = <u>      </u> UPL species <u>      </u> x 5 = <u>      </u> Column Totals: <u>      </u> (A) <u>      </u> (B) Prevalence Index = B/A = <u>      </u>	
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )					
1. <u>Gaultheria shallon</u>		<u>5</u>	<u>Y</u>	<u>FACU</u>		
2. <u>Vaccinium ovatum</u>		<u>5</u>	<u>Y</u>	<u>FACU</u>		
3. <u>      </u>						
4. <u>      </u>						
5. <u>      </u>						
		<u>10</u>	= Total Cover			
Herb Stratum	(Plot size: <u>15ft</u> )				<b>Hydrophytic Vegetation Indicators:</b> <input type="checkbox"/> 1 - Rapid Test for Hydrophytic Vegetation <input type="checkbox"/> 2 - Dominance Test is >50% <input type="checkbox"/> 3 - Prevalence Index is ≤3.0 <sup>1</sup> <input type="checkbox"/> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) <input type="checkbox"/> 5 - Wetland Non-Vascular Plants <sup>1</sup> <input type="checkbox"/> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.	
1. <u>Pteridium aquilinum</u>		<u>1</u>	<u>Y</u>	<u>FACU</u>		
2. <u>      </u>						
3. <u>      </u>						
4. <u>      </u>						
5. <u>      </u>						
6. <u>      </u>						
7. <u>      </u>						
8. <u>      </u>						
9. <u>      </u>						
10. <u>      </u>						
11. <u>      </u>						
		<u>1</u>	= Total Cover			
Woody Vine Stratum	(Plot size: <u>      </u> )				<b>Hydrophytic Vegetation Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
1. <u>      </u>						
2. <u>      </u>						
			= Total Cover			
% Bare Ground in Herb Stratum <u>95</u>						

Remarks:

## SOIL

Sampling Point: P4

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-2	10YR 2/1	100					LS	
2-6	10YR 5/2	100					Sand	
6-20	7.5YR 4/6	100					Sand	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.    <sup>2</sup>Location: PL=Pore Lining, M=Matrix.

<b>Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Histosol (A1)  <input type="checkbox"/> Histic Epipedon (A2)  <input type="checkbox"/> Black Histic (A3)  <input type="checkbox"/> Hydrogen Sulfide (A4)  <input type="checkbox"/> Depleted Below Dark Surface (A11)  <input type="checkbox"/> Thick Dark Surface (A12)  <input type="checkbox"/> Sandy Mucky Mineral (S1)  <input type="checkbox"/> Sandy Gleyed Matrix (S4) </div> <div style="width: 48%;"> <input type="checkbox"/> Sandy Redox (S5)  <input type="checkbox"/> Stripped Matrix (S6)  <input type="checkbox"/> Loamy Mucky Mineral (F1) (<b>except MLRA 1</b>)  <input type="checkbox"/> Loamy Gleyed Matrix (F2)  <input type="checkbox"/> Depleted Matrix (F3)  <input type="checkbox"/> Redox Dark Surface (F6)  <input type="checkbox"/> Depleted Dark Surface (F7)  <input type="checkbox"/> Redox Depressions (F8) </div> </div>	<b>Indicators for Problematic Hydric Soils<sup>3</sup>:</b> <input type="checkbox"/> 2 cm Muck (A10) <input type="checkbox"/> Red Parent Material (TF2) <input type="checkbox"/> Very Shallow Dark Surface (TF12) <input type="checkbox"/> Other (Explain in Remarks)
---	---

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

<b>Restrictive Layer (if present):</b> Type: _____ Depth (inches): _____	<b>Hydric Soil Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
--	---

Remarks: \_\_\_\_\_

## HYDROLOGY

<b>Wetland Hydrology Indicators:</b> Primary Indicators (minimum of one required; check all that apply)				Secondary Indicators (2 or more required)			
<input type="checkbox"/> Surface Water (A1) <input type="checkbox"/> High Water Table (A2) <input type="checkbox"/> Saturation (A3) <input type="checkbox"/> Water Marks (B1)  <input type="checkbox"/> Sediment Deposits (B2) <input type="checkbox"/> Drift Deposits (B3)  <input type="checkbox"/> Algal Mat or Crust (B4)  <input type="checkbox"/> Iron Deposits (B5) <input type="checkbox"/> Surface Soil Cracks (B6) <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>except MLRA 1, 2, 4A, and 4B</b> ) <input type="checkbox"/> Salt Crust (B11) <input type="checkbox"/> Aquatic Invertebrates (B13) <input type="checkbox"/> Hydrogen Sulfide Odor (C1) <input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3) <input type="checkbox"/> Presence of Reduced Iron (C4) <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6) <input type="checkbox"/> Stunted or Stressed Plants (D1) ( <b>LRR A</b> ) <input type="checkbox"/> Other (Explain in Remarks)	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>MLRA 1, 2, 4A, and 4B</b> ) <input type="checkbox"/> Drainage Patterns (B10) <input type="checkbox"/> Dry-Season Water Table (C2) <input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)  <input type="checkbox"/> Geomorphic Position (D2) <input type="checkbox"/> Shallow Aquitard (D3)  <input type="checkbox"/> FAC-Neutral Test (D5)  <input type="checkbox"/> Raised Ant Mounds (D6) ( <b>LRR A</b> ) <input type="checkbox"/> Frost-Heave Hummocks (D7)					

<b>Field Observations:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> Surface Water Present?    Yes <input type="checkbox"/>    No <input checked="" type="checkbox"/>  Water Table Present?    Yes <input type="checkbox"/>    No <input checked="" type="checkbox"/>  Saturation Present? (includes capillary fringe)    Yes <input type="checkbox"/>    No <input checked="" type="checkbox"/> </div> <div style="width: 48%;"> Depth (inches): _____  Depth (inches): _____  Depth (inches): _____ </div> </div>	<b>Wetland Hydrology Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
---	---

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available: \_\_\_\_\_

Remarks: \_\_\_\_\_



# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P5  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):           
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:           
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes x No          (If no, explain in Remarks.)  
 Are Vegetation         , Soil         , or Hydrology          significantly disturbed? Are "Normal Circumstances" present? Yes x No           
 Are Vegetation         , Soil         , or Hydrology          naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <u>        </u>	No <u>x</u>	Is the Sampled Area within a Wetland?	Yes <u>        </u>	No <u>x</u>
Hydric Soil Present?	Yes <u>        </u>	No <u>x</u>			
Wetland Hydrology Present?	Yes <u>        </u>	No <u>x</u>			
Remarks:					

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>1</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>33</u> (A/B)
1. <u>Pinus contorta</u>					
2. <u>        </u>					
3. <u>        </u>					
4. <u>        </u>					
					= Total Cover
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )				<b>Prevalence Index worksheet:</b> Total % Cover of:      Multiply by: OBL species <u>        </u> x 1 = <u>        </u> FACW species <u>        </u> x 2 = <u>        </u> FAC species <u>        </u> x 3 = <u>        </u> FACU species <u>        </u> x 4 = <u>        </u> UPL species <u>        </u> x 5 = <u>        </u> Column Totals: <u>        </u> (A) <u>        </u> (B) Prevalence Index = B/A = <u>        </u>
1. <u>Spiraea douglasii</u>		40	Y	FACW	
2. <u>Gaultheria shallon</u>		70	Y	FACU	
3. <u>Vaccinium ovatum</u>		1			
4. <u>Rubus ursinus</u>		5			
5. <u>Cytisus scoparius</u>		5			
					= Total Cover
Herb Stratum	(Plot size: <u>15ft</u> )				<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is ≤3.0 <sup>1</sup> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) 5 - Wetland Non-Vascular Plants <sup>1</sup> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1. <u>Pteridium aquilinum</u>		10	Y	FACU	
2. <u>        </u>					
3. <u>        </u>					
4. <u>        </u>					
5. <u>        </u>					
6. <u>        </u>					
7. <u>        </u>					
8. <u>        </u>					
9. <u>        </u>					
10. <u>        </u>					
11. <u>        </u>					
					= Total Cover
Woody Vine Stratum	(Plot size: <u>        </u> )				<b>Hydrophytic Vegetation Present?</b> Yes <u>        </u> No <u>x</u>
1. <u>        </u>					
2. <u>        </u>					
					= Total Cover
% Bare Ground in Herb Stratum <u>5</u>					

Remarks:

## SOIL

Sampling Point:

P5

**Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)**

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-4	10YR 2/1	100					LS	
4-10	10YR 4/2	100					Sand	
10-20	7.5YR 4/6	100					Sand	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.

<sup>2</sup>Location: PL=Pore Lining, M=Matrix.

**Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)**

**Indicators for Problematic Hydric Soils<sup>3</sup>:**

- |  |  |
|--|--|
| <input type="checkbox"/> Histosol (A1)                     | <input type="checkbox"/> Sandy Redox (S5)                                  |
| <input type="checkbox"/> Histic Epipedon (A2)              | <input type="checkbox"/> Stripped Matrix (S6)                              |
| <input type="checkbox"/> Black Histic (A3)                 | <input type="checkbox"/> Loamy Mucky Mineral (F1) ( <b>except MLRA 1</b> ) |
| <input type="checkbox"/> Hydrogen Sulfide (A4)             | <input type="checkbox"/> Loamy Gleyed Matrix (F2)                          |
| <input type="checkbox"/> Depleted Below Dark Surface (A11) | <input type="checkbox"/> Depleted Matrix (F3)                              |
| <input type="checkbox"/> Thick Dark Surface (A12)          | <input type="checkbox"/> Redox Dark Surface (F6)                           |
| <input type="checkbox"/> Sandy Mucky Mineral (S1)          | <input type="checkbox"/> Depleted Dark Surface (F7)                        |
| <input type="checkbox"/> Sandy Gleyed Matrix (S4)          | <input type="checkbox"/> Redox Depressions (F8)                            |

- ☐ 2 cm Muck (A10)
- ☐ Red Parent Material (TF2)
- ☐ Very Shallow Dark Surface (TF12)
- ☐ Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

**Restrictive Layer (if present):**

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

**Hydric Soil Present?**

Yes ☐

No ☒

Remarks:

## HYDROLOGY

**Wetland Hydrology Indicators:**

Primary Indicators (minimum of one required; check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Surface Water (A1)                        | <input type="checkbox"/> Water-Stained Leaves (B9) ( <b>except MLRA 1, 2, 4A, and 4B</b> ) |
| <input type="checkbox"/> High Water Table (A2)                     | <input type="checkbox"/> Salt Crust (B11)  |
| <input type="checkbox"/> Saturation (A3)                           | <input type="checkbox"/> Aquatic Invertebrates (B13)                                       |
| <input type="checkbox"/> Water Marks (B1)                          | <input type="checkbox"/> Hydrogen Sulfide Odor (C1)  |
| <input type="checkbox"/> Sediment Deposits (B2)                    | <input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3)                     |
| <input type="checkbox"/> Drift Deposits (B3)                       | <input type="checkbox"/> Presence of Reduced Iron (C4)                                     |
| <input type="checkbox"/> Algal Mat or Crust (B4)                   | <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)                        |
| <input type="checkbox"/> Iron Deposits (B5)                        | <input type="checkbox"/> Stunted or Stressed Plants (D1) ( <b>LRR A</b> )                  |
| <input type="checkbox"/> Surface Soil Cracks (B6)                  | <input type="checkbox"/> Other (Explain in Remarks)  |
| <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) |  |
| <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)   |  |

Secondary Indicators (2 or more required)

- ☐ Water-Stained Leaves (B9) (**MLRA 1, 2, 4A, and 4B**)
- ☐ Drainage Patterns (B10)
- ☐ Dry-Season Water Table (C2)
- ☐ Saturation Visible on Aerial Imagery (C9)
- ☐ Geomorphic Position (D2)
- ☐ Shallow Aquitard (D3)
- ☐ FAC-Neutral Test (D5)
- ☐ Raised Ant Mounds (D6) (**LRR A**)
- ☐ Frost-Heave Hummocks (D7)

**Field Observations:**

Surface Water Present? Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

Water Table Present? Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

Saturation Present? (includes capillary fringe) Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

**Wetland Hydrology Present?**

Yes ☐

No ☒

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P6  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):           
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:           
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes x No          (If no, explain in Remarks.)  
 Are Vegetation         , Soil         , or Hydrology          significantly disturbed? Are "Normal Circumstances" present? Yes x No           
 Are Vegetation         , Soil         , or Hydrology          naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <u>        </u>	No <u>x</u>	Is the Sampled Area within a Wetland? Yes <u>        </u> No <u>x</u>
Hydric Soil Present?	Yes <u>        </u>	No <u>x</u>	
Wetland Hydrology Present?	Yes <u>        </u>	No <u>x</u>	

Remarks:

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>0</u> (A) Total Number of Dominant Species Across All Strata: <u>2</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>0</u> (A/B)
1.					
2.					
3.					
4.					
		= Total Cover			
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )				<b>Prevalence Index worksheet:</b> Total % Cover of:      Multiply by: OBL species <u>        </u> x 1 = <u>        </u> FACW species <u>        </u> x 2 = <u>        </u> FAC species <u>        </u> x 3 = <u>        </u> FACU species <u>        </u> x 4 = <u>        </u> UPL species <u>        </u> x 5 = <u>        </u> Column Totals: <u>        </u> (A) <u>        </u> (B) Prevalence Index = B/A = <u>        </u>
1. <u>Gaultheria shallon</u>		100	Y	FACU	
2. <u>Rubus ursinus</u>		15		FACU	
3.					
4.					
		115 = Total Cover			
Herb Stratum	(Plot size: <u>15ft</u> )				<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is ≤3.0 <sup>1</sup> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) 5 - Wetland Non-Vascular Plants <sup>1</sup> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1. <u>Polystichum munitum</u>		1		FACU	
2. <u>Digitalis purpurea</u>		1		FACU	
3. <u>Holcus lanatus</u>		5	Y	FACU	
4.					
		7 = Total Cover			
Woody Vine Stratum	(Plot size: <u>        </u> )				<b>Hydrophytic Vegetation Present?</b> Yes <u>        </u> No <u>x</u>
1.					
2.					
		= Total Cover			
% Bare Ground in Herb Stratum <u>        </u>					

Remarks:

## SOIL

Sampling Point: P6

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-3	10YR 2/1	100					LS	
3-10	10YR 4/2	100					Sand	
10-20	7.5YR 4/6	100					Sand	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. <sup>2</sup>Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils <sup>3</sup> :
<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Sandy Redox (S5)	<input type="checkbox"/> 2 cm Muck (A10)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Stripped Matrix (S6)	<input type="checkbox"/> Red Parent Material (TF2)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Loamy Mucky Mineral (F1) (except MLRA 1)	<input type="checkbox"/> Very Shallow Dark Surface (TF12)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)	<input type="checkbox"/> Other (Explain in Remarks)
<input type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Matrix (F3)	
<input type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Dark Surface (F6)	
<input type="checkbox"/> Sandy Mucky Mineral (S1)	<input type="checkbox"/> Depleted Dark Surface (F7)	
<input type="checkbox"/> Sandy Gleyed Matrix (S4)	<input type="checkbox"/> Redox Depressions (F8)	

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

<b>Restrictive Layer (if present):</b> Type: _____ Depth (inches): _____	<b>Hydric Soil Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Remarks:

## HYDROLOGY

Wetland Hydrology Indicators:				Secondary Indicators (2 or more required)	
Primary Indicators (minimum of one required; check all that apply)					
<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9) (except MLRA 1, 2, 4A, and 4B)	<input type="checkbox"/> Water-Stained Leaves (B9) (MLRA 1, 2, 4A, and 4B)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Salt Crust (B11)	<input type="checkbox"/> Drainage Patterns (B10)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> Aquatic Invertebrates (B13)	<input type="checkbox"/> Dry-Season Water Table (C2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)	<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3)	<input type="checkbox"/> Geomorphic Position (D2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)	<input type="checkbox"/> Shallow Aquitard (D3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)	<input type="checkbox"/> FAC-Neutral Test (D5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Stunted or Stressed Plants (D1) (LRR A)	<input type="checkbox"/> Raised Ant Mounds (D6) (LRR A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Surface Soil Cracks (B6)	<input type="checkbox"/> Other (Explain in Remarks)	<input type="checkbox"/> Frost-Heave Hummocks (D7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Field Observations:</b> Surface Water Present?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ Water Table Present?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ Saturation Present? (includes capillary fringe)    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____	<b>Wetland Hydrology Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P7  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):           
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:           
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes ☒ No ☐ (If no, explain in Remarks.)  
 Are Vegetation         , Soil         , or Hydrology          significantly disturbed? Are "Normal Circumstances" present? Yes ☒ No ☐  
 Are Vegetation         , Soil         , or Hydrology          naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Is the Sampled Area within a Wetland? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Hydric Soil Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Wetland Hydrology Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

Remarks: Sample location is within recent fill area not to little vegetation exists. Soils are unconsolidated fill material

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>2</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>100</u> (A/B)
1.					
2.					
3.					
4.					
		= Total Cover			<b>Prevalence Index worksheet:</b> Total % Cover of: Multiply by: OBL species <u>        </u> x 1 = <u>        </u> FACW species <u>        </u> x 2 = <u>        </u> FAC species <u>        </u> x 3 = <u>        </u> FACU species <u>        </u> x 4 = <u>        </u> UPL species <u>        </u> x 5 = <u>        </u> Column Totals: <u>        </u> (A) <u>        </u> (B) Prevalence Index = B/A = <u>        </u>
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )				
1.	<u>Rubus americanus</u>	<u>1</u>	<u>Y</u>	<u>FAC</u>	
2.					
3.					
4.					
5.					
		= Total Cover			
Herb Stratum	(Plot size: <u>15ft</u> )				<b>Hydrophytic Vegetation Indicators:</b> <input type="checkbox"/> 1 - Rapid Test for Hydrophytic Vegetation <input checked="" type="checkbox"/> 2 - Dominance Test is >50% <input type="checkbox"/> 3 - Prevalence Index is ≤3.0 <sup>1</sup> <input type="checkbox"/> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) <input type="checkbox"/> 5 - Wetland Non-Vascular Plants <sup>1</sup> <input type="checkbox"/> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1.	<u>Phalaris arundinacea</u>	<u>1</u>	<u>Y</u>	<u>FACW</u>	
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
		= Total Cover			
Woody Vine Stratum	(Plot size: <u>        </u> )				<b>Hydrophytic Vegetation Present?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
1.					
2.					
		= Total Cover			
% Bare Ground in Herb Stratum <u>        </u>					

Remarks:

## SOIL

Sampling Point:

P7

<b>Profile Description:</b> (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-20	10YR 3/3						Sand	Fill material

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.      <sup>2</sup>Location: PL=Pore Lining, M=Matrix.

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**Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)**

- ☐ Histosol (A1)                          ☐ Sandy Redox (S5)
- ☐ Histic Epipedon (A2)                ☐ Stripped Matrix (S6)
- ☐ Black Histic (A3)                     ☐ Loamy Mucky Mineral (F1) (**except MLRA 1**)
- ☐ Hydrogen Sulfide (A4)               ☐ Loamy Gleyed Matrix (F2)
- ☐ Depleted Below Dark Surface (A11) ☐ Depleted Matrix (F3)
- ☐ Thick Dark Surface (A12)           ☐ Redox Dark Surface (F6)
- ☐ Sandy Mucky Mineral (S1)           ☐ Depleted Dark Surface (F7)
- ☐ Sandy Gleyed Matrix (S4)           ☐ Redox Depressions (F8)

**Indicators for Problematic Hydric Soils<sup>3</sup>:**

- ☐ 2 cm Muck (A10)
- ☐ Red Parent Material (TF2)
- ☐ Very Shallow Dark Surface (TF12)
- ☐ Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

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**Restrictive Layer (if present):**  
  
 Type: \_\_\_\_\_  
 Depth (inches): \_\_\_\_\_

**Hydric Soil Present?**      Yes ☐      No ☒

Remarks:unconsolidated fill material

## HYDROLOGY

Wetland Hydrology Indicators:			
Primary Indicators (minimum of one required; check all that apply)		Secondary Indicators (2 or more required)	
<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>except MLRA 1, 2, 4A, and 4B</b> )	<input type="checkbox"/> Water-Stained Leaves (B9) ( <b>MLRA 1, 2, 4A, and 4B</b> )	
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Salt Crust (B11)	<input type="checkbox"/> Drainage Patterns (B10)	
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> Aquatic Invertebrates (B13)	<input type="checkbox"/> Dry-Season Water Table (C2)	
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)	<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)	
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3)	<input type="checkbox"/> Geomorphic Position (D2)	
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)	<input type="checkbox"/> Shallow Aquitard (D3)	
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)	<input type="checkbox"/> FAC-Neutral Test (D5)	
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Stunted or Stressed Plants (D1) ( <b>LRR A</b> )	<input type="checkbox"/> Raised Ant Mounds (D6) ( <b>LRR A</b> )	
<input type="checkbox"/> Surface Soil Cracks (B6)	<input type="checkbox"/> Other (Explain in Remarks)	<input type="checkbox"/> Frost-Heave Hummocks (D7)	
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)			
<input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)			
<b>Field Observations:</b>			
Surface Water Present?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Depth (inches):	<input type="text"/>
Water Table Present?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Depth (inches):	<input type="text"/>
Saturation Present?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Depth (inches):	<input type="text"/>
(includes capillary fringe)			
		<b>Wetland Hydrology Present?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:			
Remarks:			

# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P8  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):           
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:           
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes ☒ No ☐ (If no, explain in Remarks.)  
 Are Vegetation         , Soil         , or Hydrology          significantly disturbed? Are "Normal Circumstances" present? Yes ☒ No ☐  
 Are Vegetation         , Soil         , or Hydrology          naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Is the Sampled Area within a Wetland? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Hydric Soil Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Wetland Hydrology Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

Remarks:

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>3</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>100</u> (A/B)
1.					
2.					
3.					
4.					
		= Total Cover			<b>Prevalence Index worksheet:</b> Total % Cover of:      Multiply by: OBL species <u>        </u> x 1 = <u>        </u> FACW species <u>        </u> x 2 = <u>        </u> FAC species <u>        </u> x 3 = <u>        </u> FACU species <u>        </u> x 4 = <u>        </u> UPL species <u>        </u> x 5 = <u>        </u> Column Totals: <u>        </u> (A) <u>        </u> (B) Prevalence Index = B/A = <u>        </u>
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )				
1. <u>Cytisus scoparius</u>		60	Y	N/L	
2. <u>Rubus americanus</u>		15	Y	FAC	
3.					
4.					
5.					
		75 = Total Cover			
Herb Stratum	(Plot size: <u>15ft</u> )				<b>Hydrophytic Vegetation Indicators:</b> <input type="checkbox"/> 1 - Rapid Test for Hydrophytic Vegetation <input checked="" type="checkbox"/> 2 - Dominance Test is >50% <input type="checkbox"/> 3 - Prevalence Index is ≤3.0 <sup>1</sup> <input type="checkbox"/> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) <input type="checkbox"/> 5 - Wetland Non-Vascular Plants <sup>1</sup> <input type="checkbox"/> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1. <u>Phalaris arundinacea</u>		75	Y	FACW	
2. <u>Lotus corniculatus</u>		30	Y	FAC	
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
		105 = Total Cover			
Woody Vine Stratum	(Plot size: <u>        </u> )				<b>Hydrophytic Vegetation Present?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
1.					
2.					
		= Total Cover			
% Bare Ground in Herb Stratum <u>        </u>					

Remarks:

## SOIL

Sampling Point: P8

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-18	10YR 3/3						Sand/gravels	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. <sup>2</sup>Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils <sup>3</sup> :
<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Sandy Redox (S5)	<input type="checkbox"/> 2 cm Muck (A10)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Stripped Matrix (S6)	<input type="checkbox"/> Red Parent Material (TF2)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Loamy Mucky Mineral (F1) (except MLRA 1)	<input type="checkbox"/> Very Shallow Dark Surface (TF12)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)	<input type="checkbox"/> Other (Explain in Remarks)
<input type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Matrix (F3)	
<input type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Dark Surface (F6)	
<input type="checkbox"/> Sandy Mucky Mineral (S1)	<input type="checkbox"/> Depleted Dark Surface (F7)	
<input type="checkbox"/> Sandy Gleyed Matrix (S4)	<input type="checkbox"/> Redox Depressions (F8)	

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

<b>Restrictive Layer (if present):</b> Type: _____ Depth (inches): _____	<b>Hydric Soil Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Remarks: unconsolidated material

## HYDROLOGY

Wetland Hydrology Indicators:				Secondary Indicators (2 or more required)	
Primary Indicators (minimum of one required; check all that apply)					
<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9) (except MLRA 1, 2, 4A, and 4B)	<input type="checkbox"/> Water-Stained Leaves (B9) (MLRA 1, 2, 4A, and 4B)		<input type="checkbox"/> Drainage Patterns (B10)	
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Salt Crust (B11)			<input type="checkbox"/> Dry-Season Water Table (C2)	
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> Aquatic Invertebrates (B13)			<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)	
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)				
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3)			<input type="checkbox"/> Geomorphic Position (D2)	
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)			<input type="checkbox"/> Shallow Aquitard (D3)	
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)			<input type="checkbox"/> FAC-Neutral Test (D5)	
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Stunted or Stressed Plants (D1) (LRR A)			<input type="checkbox"/> Raised Ant Mounds (D6) (LRR A)	
<input type="checkbox"/> Surface Soil Cracks (B6)	<input type="checkbox"/> Other (Explain in Remarks)			<input type="checkbox"/> Frost-Heave Hummocks (D7)	
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)					
<input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)					

<b>Field Observations:</b> Surface Water Present?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ Water Table Present?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ Saturation Present? (includes capillary fringe)    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____	<b>Wetland Hydrology Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
--	---

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:



# WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: Manzanita Retreat City/County: Manzanita/Tillamook Sampling Date: 6/11/2022  
 Applicant/Owner: Manzanita Loft LLC State: OR Sampling Point: P9  
 Investigator(s): Austin Tomlinson Section, Township, Range: 3N-10W-29  
 Landform (hillslope, terrace, etc.): Dune Terrace Local relief (concave, convex, none): concave Slope (%):           
 Subregion (LRR): A Lat: 45.7163 Long: -123.9299 Datum: NAD 83  
 Soil Map Unit Name: Netarts fine sandy loam, 5 to 30 percent slope NWI classification:           
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes x No          (If no, explain in Remarks.)  
 Are Vegetation         , Soil         , or Hydrology          significantly disturbed? Are "Normal Circumstances" present? Yes x No           
 Are Vegetation         , Soil         , or Hydrology          naturally problematic? (If needed, explain any answers in Remarks.)

## SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes <u>        </u>	No <u>x</u>	Is the Sampled Area within a Wetland?	Yes <u>        </u>	No <u>x</u>
Hydric Soil Present?	Yes <u>        </u>	No <u>x</u>			
Wetland Hydrology Present?	Yes <u>        </u>	No <u>x</u>			
Remarks:					

## VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>20ft</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>0</u> (A) Total Number of Dominant Species Across All Strata: <u>2</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>0</u> (A/B)
1. <u>        </u>					
2. <u>        </u>					
3. <u>        </u>					
4. <u>        </u>					
		= Total Cover			
Sapling/Shrub Stratum	(Plot size: <u>15ft</u> )				<b>Prevalence Index worksheet:</b> Total % Cover of:      Multiply by: OBL species <u>        </u> x 1 = <u>        </u> FACW species <u>        </u> x 2 = <u>        </u> FAC species <u>        </u> x 3 = <u>        </u> FACU species <u>        </u> x 4 = <u>        </u> UPL species <u>        </u> x 5 = <u>        </u> Column Totals: <u>        </u> (A) <u>        </u> (B) Prevalence Index = B/A = <u>        </u>
1. <u>Rubus ursinus</u>		<u>5</u>	<u>Y</u>	<u>FACU</u>	
2. <u>        </u>					
3. <u>        </u>					
4. <u>        </u>					
		= Total Cover			
Herb Stratum	(Plot size: <u>15ft</u> )				<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is ≤3.0 <sup>1</sup> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) 5 - Wetland Non-Vascular Plants <sup>1</sup> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
1. <u>Holcus lanatus</u>		<u>80</u>	<u>Y</u>	<u>FACU</u>	
2. <u>Rumex occidentalis</u>		<u>15</u>		<u>FACW</u>	
3. <u>plantago lanceolata</u>		<u>25</u>		<u>FACU</u>	
4. <u>Agrostis spp.</u>		<u>10</u>		<u>FAC</u>	
5. <u>Trifolium spp.</u>		<u>20</u>		<u>FAC</u>	
6. <u>        </u>					
7. <u>        </u>					
8. <u>        </u>					
9. <u>        </u>					
		= Total Cover			
Woody Vine Stratum	(Plot size: <u>        </u> )				<b>Hydrophytic Vegetation Present?</b> Yes <u>        </u> No <u>x</u>
1. <u>        </u>					
2. <u>        </u>					
		= Total Cover			
% Bare Ground in Herb Stratum <u>        </u>					

Remarks:

## SOIL

Sampling Point:

P9

**Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)**

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-5	10YR 2/1	100					LS	
6-16	10YR 3/3	100					Sand	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.

<sup>2</sup>Location: PL=Pore Lining, M=Matrix.

**Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)**

**Indicators for Problematic Hydric Soils<sup>3</sup>:**

- |  |  |
|--|--|
| <input type="checkbox"/> Histosol (A1)                     | <input type="checkbox"/> Sandy Redox (S5)                                  |
| <input type="checkbox"/> Histic Epipedon (A2)              | <input type="checkbox"/> Stripped Matrix (S6)                              |
| <input type="checkbox"/> Black Histic (A3)                 | <input type="checkbox"/> Loamy Mucky Mineral (F1) ( <b>except MLRA 1</b> ) |
| <input type="checkbox"/> Hydrogen Sulfide (A4)             | <input type="checkbox"/> Loamy Gleyed Matrix (F2)                          |
| <input type="checkbox"/> Depleted Below Dark Surface (A11) | <input type="checkbox"/> Depleted Matrix (F3)                              |
| <input type="checkbox"/> Thick Dark Surface (A12)          | <input type="checkbox"/> Redox Dark Surface (F6)                           |
| <input type="checkbox"/> Sandy Mucky Mineral (S1)          | <input type="checkbox"/> Depleted Dark Surface (F7)                        |
| <input type="checkbox"/> Sandy Gleyed Matrix (S4)          | <input type="checkbox"/> Redox Depressions (F8)                            |

- ☐ 2 cm Muck (A10)
- ☐ Red Parent Material (TF2)
- ☐ Very Shallow Dark Surface (TF12)
- ☐ Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

**Restrictive Layer (if present):**

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

**Hydric Soil Present?**

Yes ☐

No ☒

Remarks:

## HYDROLOGY

**Wetland Hydrology Indicators:**

Primary Indicators (minimum of one required; check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Surface Water (A1)                        | <input type="checkbox"/> Water-Stained Leaves (B9) ( <b>except MLRA 1, 2, 4A, and 4B</b> ) |
| <input type="checkbox"/> High Water Table (A2)                     | <input type="checkbox"/> Salt Crust (B11)  |
| <input type="checkbox"/> Saturation (A3)                           | <input type="checkbox"/> Aquatic Invertebrates (B13)                                       |
| <input type="checkbox"/> Water Marks (B1)                          | <input type="checkbox"/> Hydrogen Sulfide Odor (C1)  |
| <input type="checkbox"/> Sediment Deposits (B2)                    | <input type="checkbox"/> Oxidized Rhizospheres along Living Roots (C3)                     |
| <input type="checkbox"/> Drift Deposits (B3)                       | <input type="checkbox"/> Presence of Reduced Iron (C4)                                     |
| <input type="checkbox"/> Algal Mat or Crust (B4)                   | <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)                        |
| <input type="checkbox"/> Iron Deposits (B5)                        | <input type="checkbox"/> Stunted or Stressed Plants (D1) ( <b>LRR A</b> )                  |
| <input type="checkbox"/> Surface Soil Cracks (B6)                  | <input type="checkbox"/> Other (Explain in Remarks)  |
| <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) |  |
| <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)   |  |

Secondary Indicators (2 or more required)

- ☐ Water-Stained Leaves (B9) (**MLRA 1, 2, 4A, and 4B**)
- ☐ Drainage Patterns (B10)
- ☐ Dry-Season Water Table (C2)
- ☐ Saturation Visible on Aerial Imagery (C9)
- ☐ Geomorphic Position (D2)
- ☐ Shallow Aquitard (D3)
- ☐ FAC-Neutral Test (D5)
- ☐ Raised Ant Mounds (D6) (**LRR A**)
- ☐ Frost-Heave Hummocks (D7)

**Field Observations:**

Surface Water Present? Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

Water Table Present? Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

Saturation Present? (includes capillary fringe) Yes ☐ No ☒ Depth (inches): \_\_\_\_\_

**Wetland Hydrology Present?**

Yes ☐

No ☒

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

## **Appendix C: Site Photos**



Photo 1: P1 soils



Photo 2: P1 looking west





Photo 3: P1 looking east



Photo 4: P1 looking south





Photo 5: P1 looking north



Photo 6: P2





Photo 7: P2 looking west



Photo 8: P2 looking north





Photo 9: P2 looking east



Photo 10: P2 looking south





Photo 11: P3



Photo 12: P3 looking south





Photo 13: P3 looking west



Photo 14: P3 looking north





Photo 15: P3 looking east



Photo 16: P4 soils





Photo 17: P4 looking south



Photo 18: P4 looking west





Photo 19: P4 looking north



Photo 20: P4 looking east





Photo 21: P5 soils



Photo 22: P5 looking south





Photo 23: P5 looking west



Photo 24: P5 looking north





Photo 25: P5 looking east



Photo 26: P6 looking south





Photo 27: P6 looking west



Photo 28: P6 looking north





Photo 29: P6 looking east



Photo 30: Location of fill area





Photo 31: P7 looking north



Photo 32: P7 looking east





Photo 33: P7 looking south



Photo 34: P7 looking west





Photo 35: P8 looking south



Photo 36: P8 looking north





Photo 37: P8 looking west



Photo 38: P8 looking east





Photo 39: P9 soils



Photo 40: P9 looking west





Photo 41: P9 looking south



Photo 42: P9 looking north





Photo 43: P9 looking east



Photo 44: Fill area taken from Classic Road





Photo 45: Looking south towards the southern end of tax lot 2100



Photo 46: Looking south; Taken from Classic Road about the middle of tax lot 2100





Photo 47: Looking west; Taken from Classic Road about the middle of tax lot 2100



Photo 48: Looking north; Taken from Classic Road near northern boundary of tax lot 2100

## Building

---

**From:** Jaime Craig <jcraig@co.tillamook.or.us>  
**Sent:** Thursday, May 19, 2022 9:41 AM  
**To:** Building  
**Cc:** Leila Aman; June Hemingway  
**Subject:** RE: EXTERNAL: Hotel March Documents

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Hi Scott,

I appreciate you sending these over. I do not need to see the traffic study, thank you. I wanted to get you comments ASAP as it looks like this is on the table now for review.

This facility will also have to give us their plans and apply for a tourist accommodation (hotel) license.

[https://tillamookchc.org/wp-content/uploads/2016/06/TouristApp\\_Fillable.pdf](https://tillamookchc.org/wp-content/uploads/2016/06/TouristApp_Fillable.pdf)

They will have to be able to comply with the tourist accommodation rules, some of which are called out below.

<https://www.oregon.gov/oha/ph/healthyenvironments/recreation/poolslodging/documents/theirrules.pdf>

Note and comments:

*The second component is a community building for meetings or gatherings.*

*This building is located directly south of the 19 hotel units. For the record, this building will **not** contain a restaurant. The building design is attached as "Community Building".*

I am not sure the intent of a community building but if used for public events and food is served, the person serving food will have to get a temporary restaurant license and be inspected by our office. No food can be served to guests without a restaurant or limited-service license. This includes continental breakfasts, leaving food baskets in rooms or providing coffee with real dairy creamers. The hotel would have to reach out to us for food licensing and meet restaurant guidelines.

Even if not serving food, if dishes or glasses are provided for guests:

All multi-use drinking glasses and cups provided for guests shall be washed, rinsed and sanitized after being used according to OAR 333-150-0000 parts 4-6 and 4-7. (3) Single service utensils shall be protected from contamination according to OAR 333-150-0000 section 4-904.11. (4) Ice provided by traveler's accommodations and hostels shall comply with OAR 333-150-0000 sections 3-202.16 and 3-303.12.



Lodging Unit Kitchens 333-029-0110 (1) Lodging unit kitchens shall have: (a) A sink suitable for dishwashing with hot and cold water. Hot water shall be at not less than one hundred forty degrees (140F).; (b) A refrigerator capable of maintaining a temperature of forty-five degrees (45o) F. or less, (2) Utensil and equipment, if supplied, shall be easily cleanable, kept in good repair, and otherwise comply with OAR 333-150-0000 parts 4-1 and 4-2. (3) Utensils supplied in lodging units shall be washed, rinsed, and sanitized after each occupancy according to OAR 333-150-0000 parts 4-6 and 4-7, or have a notice stating "For your convenience, dishes and utensils have been washed. If you would like to further sanitize these items, please contact the manager." The sanitizing agent shall be available in the office.

If linens are provided, we inspect the laundry facilities. If linens are not provided and the cabins are primitive (bring your own) they will also have to have an RV park license (also encompasses a campground, which is what this would fall under).

[https://secure.sos.state.or.us/oard/displayDivisionRules.action;JSESSIONID\\_OARD=7iv4aZLpMdxycwl0tc19l3K3QQdo4y6PVjGhK2q0lcF7GFUa930m!-330355351?selectedDivision=1246](https://secure.sos.state.or.us/oard/displayDivisionRules.action;JSESSIONID_OARD=7iv4aZLpMdxycwl0tc19l3K3QQdo4y6PVjGhK2q0lcF7GFUa930m!-330355351?selectedDivision=1246)

I did not see this on the plans, but want to make sure it's clear, as this is something that sometimes happen after approval of just the Hotel. If they are planning on placing external hot tubs, they may have to be commercial and go through the State Pool Program for review. Not a homestyle hot tub unless a plan is in place with us for disposal of water and cleaning each time a guest check in and out. No central homestyle hot tube for use by all at facility.

Public Water Source is provided. If not, they will have to be their own water system with the State Drinking Water Program.

Fire will determine what is needed, Fire Safety 333-029-0095 (1) Portable fire extinguishers shall be provided in travelers' accommodations and hostels. Such fire extinguishers shall: (a) Have a minimum rating of 2A:10B:C; (b) Be located so as to require no more than 75 feet of travel distance to an extinguisher. (2) Equivalent protection as outlined by NFPA No. 10 shall be accepted.

Let me know if you have questions.



**Jaime Craig** (she/her/hers) | REHS  
**TILLAMOOK COUNTY** | Environmental Health Program Manager  
801 Laurel Avenue | PO Box 489  
Tillamook, OR 97141  
Phone (503) 842-3909  
Fax (503) 842-3983

[Jcraig@co.tillamook.or.us](mailto:Jcraig@co.tillamook.or.us)  
[www.tillamookchc.org](http://www.tillamookchc.org)

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**From:** Building <building@ci.manzanita.or.us>  
**Sent:** Wednesday, May 18, 2022 5:39 PM  
**To:** Jaime Craig <jcraig@co.tillamook.or.us>  
**Subject:** EXTERNAL: Hotel March Documents

**[NOTICE: This message originated outside of Tillamook County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]**

Hello Jamie,

Leila asked me to reach out to you and share the plans that are before the Planning Commission for the proposed hotel within the City of Manzanita. I have attached all the documents that have been submitted for your review. Documents pertaining to the wetlands and traffic studies are not included, let me know if you would like to look at those too.

You will receive 2 emails, the first contains the documents from the March meeting and the second from the May meeting.

Please let me know if you have any questions or suggestions for this project. In the future I will invite you to any new pre-application meetings so you can be a part of the discussion from the start.

Thank you,

Scott Gebhart  
Building Official  
City of Manzanita  
503-368-5343

## OFFSITE WETLAND DETERMINATION REPORT

### OREGON DEPARTMENT OF STATE LANDS

WD#: 2022-0296

775 Summer Street NE, Suite 100, Salem OR 97301-1279 Phone: (503) 986-5200

At your request, an offsite wetland determination has been conducted on the property described below.

County: Tillamook

City: Manzanita

Owner Name & Address: Vito Cerelli, 11251 SE 232<sup>nd</sup> Ave, Damascus, OR 97089

Township: 3N Range: 10W Section: 29 Q/Q: DA Tax Lot(s): 2600

Township: 3N Range: 10W Section: 29 Q/Q: D Tax Lot(s): 2100

Project Name: Manzanita Retreat

Site Address/Location: 698 Dorcas Ln., Manzanita, OR 97131

- ☒ The National Wetlands Inventory shows a wetland on the property.
- ☐ The county soil survey shows hydric (wet) soils on the property. Hydric soils indicate that there may be wetlands.
- ☐ It is unlikely that there are jurisdictional wetlands or waterways on the property based upon a review of wetlands maps, the county soil survey and other information. An onsite investigation by a qualified professional is the only way to be certain that there are no wetlands.
- ☒ There may be wetlands on the property that are subject to the state Removal-Fill Law.
- ☒ A state permit is required for  $\geq 50$  cubic yards of fill, removal, or ground alteration in the wetlands or waterways.
- ☐ A state permit may be required for any amount of fill, removal, or other ground alteration in the Essential Salmonid Habitat and hydrologically associated wetlands.
- ☐ A state permit may be required for any amount of fill, removal, or other ground alteration in a compensatory wetland mitigation site.
- ☐ A state permit will not be required for project because the project area is outside of wetlands
- ☐ The proposed parcel division may create a lot that is largely wetland and thus create future development problems.
- ☒ A wetland determination or delineation is needed prior to site development; the wetland delineation report should be submitted to the Department of State Lands for review and approval.
- ☒ A permit may be required by the Army Corps of Engineers: (503) 808-4373

**Note: This report is for the state Removal-Fill Law only. City or County permits may be required for the proposed activity.**

Comments: Within the proposed development area of the Manzanita Retreat, a very small area was previously delineated as WD2017-0149 and confirmed as uplands. WD2017-0149 expires on July 18, 2022. Of the remaining undelineated area, the majority of it is downslope from WD2017-0149 and has a wetland area mapped by the National Wetland Inventory (NWI) within it. The NWI is a planning tool and not indicative of actual boundaries. To determine the extent (if any) of wetlands within the project footprint, a wetland delineation turned in for review to DSL per the requirements of OAR 141-090-0035 is recommended. DSL recommends extending the delineation study area to include the location covered by WD2017-0149. Development prior to confirming uplands through a formal DSL Wetland Delineation Report review may result in a wetland fill violation investigation (Personal Communications, DSL Aquatic Resource Coordinator, Dan Cary).

The informal memo included with this wetland determination request, describing an investigation finding uplands only, conducted by NW Regolith on March 26<sup>th</sup>, 2022, is insufficient to provide DSL confirmation of upland-only findings. DSL can only review findings through submission of a formal technical wetland delineation report submitted per the standards of per OAR 141-090-0035.

Determination by: Daniel Evans, PWS Daniel Evans Date: 6/09/2022

- ☐ This jurisdictional determination is valid for five years from the above date, unless new information necessitates a revision. Circumstances under which the Department may change a determination and procedures for renewal of an expired determination are found in OAR 141-090-0045 (available on our web site or upon request). The applicant, landowner, or agent may submit a request for reconsideration of this determination in writing within six months from the above date.
- ☒ **This is a preliminary jurisdictional determination and is advisory only.**

Copy To: ☒ Owner/Agent/Other Email: [vito.cerelli@gmail.com](mailto:vito.cerelli@gmail.com), [nwregolith@gmail.com](mailto:nwregolith@gmail.com) ☒ Enclosures: Location Map  
☒ Manzanita Planning Department  
☒ Dan Cary, SPWS, (DSL)  
☒ Daniel Evans, PWS (DSL)

**OR OFFICE USE ONLY**

Entire Lot(s) Checked? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Waters Present <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Maybe	Request Received: 5/24/2022
LWI Area: <u>N/A</u> LWI Code: <u>N/A</u>	Latitude: <u>45.717572</u> Longitude: <u>-123.929596</u>	Related DSL File #: WD2017-0149 (partial)
Has Wetlands? <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Unk	ESH? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Wild & Scenic? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
	State Scenic? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Coast Zone? <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Unk
Adjacent Waterbody: <u>N/A</u>		



# WD20220296 LocationNwi



600 300 0 600 Feet



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri-Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

**Manzanita Lofts**

Planning Commission Meeting

6.20.220

**Community Building**

Notes:

The Community Building located at the center of the planned development is designed to be used per the Zoning Code Section 3.030 Special Residential / Recreational Zone, SS-R (2)(h). The Permitted Outright use: Motel, hotel, including an eating and drinking establishment in conjunction therewith. The Community Building will be for the hotel guests staying on site.

**Site Management**

Notes:

The hotel will have management to assist with check-in / check-out during peak hours as well as 24/7 management in off hours similar to other hotels within the City of Manzanita.

LOT AREA:  
146,456 SF

HOTEL AREA:  
6,521 SF

CABIN AREA:  
9,000 SF

MICRO CABIN AREA:  
2,100 SF

ROAD/PARKING AREA:  
26,479 SF

PERCENTAGE LOT COVERAGE w/ ROAD:  
 $(6,521 + 9,000 + 2,100 + 26,479 \text{ SF}) / (146,456 \text{ SF}) \times 100 = 30.11\%$

PERCENTAGE LOT COVERAGE w/o ROAD:  
 $(6,521 + 9,000 + 2,100 \text{ SF}) / (146,456 \text{ SF}) \times 100 = 12.03\%$

DRYWELL NOTES - HOTEL:  
ROOF AREA 6,521 SF

NON TRAFFIC AREAS - INSTALL (1) 55 GAL  
BARREL FOR EVERY 350 SF OF IMPERVIOUS  
SURFACE.  
 $6,521 / 350 = 18$

DRYWELL NOTES - COMMON BUILDING:  
ROOF AREA 2,196 SF

NON TRAFFIC AREAS - INSTALL (1) 55 GAL  
BARREL FOR EVERY 350 SF OF IMPERVIOUS  
SURFACE.  
 $2,196 / 350 = 6$

DRYWELL NOTES - CABINS:  
ROOF AREA 9,000 SF

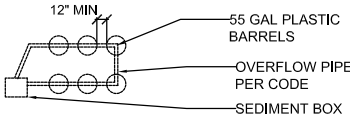
NON TRAFFIC AREAS - INSTALL (1) 55 GAL  
BARREL FOR EVERY 350 SF OF IMPERVIOUS  
SURFACE.  
 $9000 / 9 = 1000 \text{ SF PER CABIN}$   
 $1000 / 350 = 3 \text{ PER CABIN}$

DRYWELL NOTES - MICRO CABINS:  
ROOF AREA 2,100 SF

NON TRAFFIC AREAS - INSTALL (1) 55 GAL  
BARREL FOR EVERY 350 SF OF IMPERVIOUS  
SURFACE.  
 $2100 / 6 = 350 \text{ SF PER MICRO CABIN}$   
 $350 / 350 = 1 \text{ PER MICRO CABIN}$

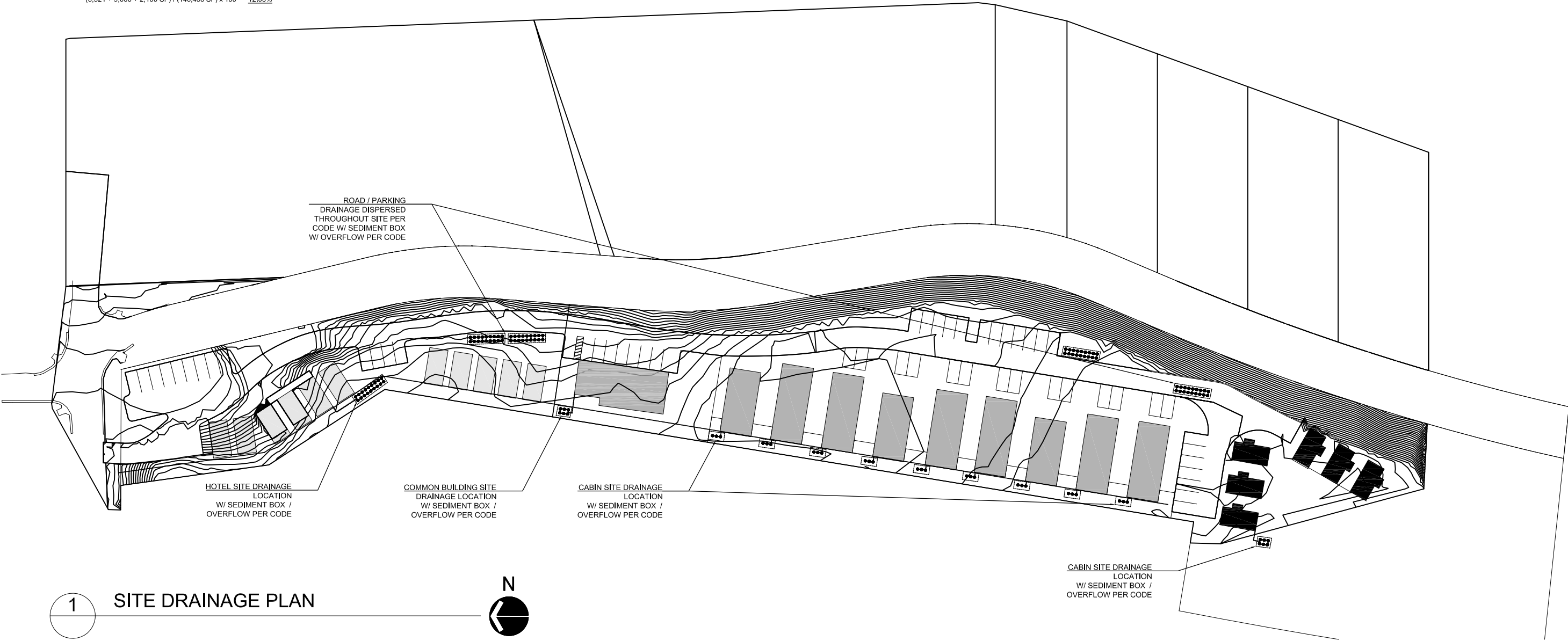
DRYWELL NOTES - ROAD / PARKING:  
AREA 24,479 SF

NON TRAFFIC AREAS - INSTALL (1) 55 GAL  
BARREL FOR EVERY 350 SF OF IMPERVIOUS  
SURFACE.  
 $24,479 / 350 = 70 \text{ PER ROAD / PARKING}$



TYP. DETAIL OF DRAINAGE PER CITY OF  
MANZANITA CODE

NOTE: 10' FROM STRUCTURES / 5' FROM  
PROPERTY LINES





SITE INFORMATION:

OWNER:  
MANZANITA LOFTS LLC  
TAX LOT:  
3N 10W TAX LOT 2600 + 2100  
ZONING:  
SR-R

LOT AREA:  
146,456 SF  
HOTEL AREA:  
6,521 SF  
CABIN AREA:  
9,000 SF  
MICRO CABIN AREA:  
2,100 SF  
ROAD/PARKING AREA:  
26,479 SF

PERCENTAGE LOT COVERAGE w/ ROAD:  
 $(6,521 + 9,000 + 2,100 + 26,479 \text{ SF}) / (146,456 \text{ SF}) \times 100 = 80.11\%$   
PERCENTAGE LOT COVERAGE w/o ROAD:  
 $(6,521 + 9,000 + 2,100 \text{ SF}) / (146,456 \text{ SF}) \times 100 = 12.03\%$



DAMASCUS, OR 97089

MANZANITA RETREAT  
TAX LOT:  
3N 10W TAX LOT 2600 + 2100

SITE PLAN

Drawn By  
TL  
5/26/2022 8:58:02 AM

Drawing Index  
No. Date Description

SITE



1 SITE PLAN  
1" = 50'-0"



## STAFF REPORT

**TO:** Manzanita Planning Commission  
**FROM:** Walt Wendolowski, Contract Planner  
**SUBJECT:** Manzanita Lofts Planned Unit Development – Continuation Staff Report  
**DATE:** June 10, 2022

### I. BACKGROUND

- A. APPLICANT: Vito Cerelli.
- B. PROPERTY LOCATION: The property is located at the approximate southwest corner of Dorcas Lane and Classic Street. Classic Street borders the property along the east. The site address is 698 Dorcas Lane and the County Assessor places the property within Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; and, Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600.
- C. MAPPED AREA: Tax Lot #2100 – 3.42 acres; Tax Lot #2600 – 0.41 acres for 3.83 total acres.
- D. EXISTING DEVELOPMENT: The vacant subject area fronts two public streets and public services are available.
- E. ZONING: The property is zoned Special Residential/Recreation Zone (SR-R).
- F. ADJACENT ZONING AND LAND USE: Property to the north is zoned High Density Residential (R-3) and contains a mix of single-family homes. All remaining adjacent land is zoned SR-R and includes a golf course and residences to the west and south, and, residential development to the east.
- G. REQUEST: The applicant is requesting approval of a Planned Unit Development to construct a hotel complex.
- H. DECISION CRITERIA: This application will be evaluated against the Planned Unit Development criteria listed in Ordinance 95-4 Section 4.136; and, the Special Residential/Recreational Zone standards in Ordinance 95-4 Section 3.030.

## II. APPLICATION HISTORY

- A. The Planning Commission originally reviewed this request at their March 21, 2022 meeting. At the conclusion of the meeting, the Commission voted to continue the matter until the April 18 hearing, allowing the applicant to provide additional information regarding, traffic, wetlands and open space.
- B. The applicant was unable to submit the requested information to City staff to meet the April hearing deadline. To ensure a complete and proper review of the material, the applicant request the Commission continue the matter to the May 16, 2022, Commission meeting. The Commission approved the continuation.
- C. At the May 16 meeting, the Commission reviewed the additional material, including traffic reports from the applicant and the City's review of said report, additional building details and landscaping information. At the conclusion of the meeting the Commission voted to continue the matter until the June 20 hearing to address the hotel's operations and vehicle parking.
- D. After the April hearing, and prior to the June hearing, area property owners submitted several written comments to the City and Planning Commission via e-mail. Although the record was left open at that time to only to review materials submitted by the applicant, the City agreed to comprehensively reopen the record to allow additional evidence, argument and testimony. As a result, a new notice was mailed prior to the June meeting to inform property owners in the notification area of the hearing and that public testimony will be accepted. For the record, all comments submitted by area property owners remain part of the case record.
- E. Given the scope of the application, this document is effectively a new report that incorporates the original material and well as the material recently submitted by the applicant. Where applicable, responses to submitted written comments will be incorporated in the report.

## III. APPLICATION SUMMARY

- A. The applicant wishes to create a 34-unit hotel complex on the subject property that will feature a combination of loft units, and, large and small cabins. The project includes the following:
  - 1. The north end of the site will contain 19 studio hotel rooms, each designed to contain approximately 350 square feet in area. There will be a total of 11 buildings with eight designed to contain two units and three single units. The hotel design is attached as "Manzanita Hotel".



2. The second component is an approximate 2,963 square foot community building for meetings or gatherings. Of this total, approximately 1,300 square feet will be under cover and include a kitchen and identified “bar” area. The outdoor patio includes a fire pit. This building is located directly south of the 19 hotel units. For the record, this building will not contain a restaurant. The building design is attached as “Community Building”.
  3. South of the community building are nine additional rental units. These are one- and two-story structures each contain approximately 1,000 square feet. This report includes three alternate building designs attached as “Manzanita Cabin A, B and C”.
  4. As the south end of the site are six, single-story cabins, identified as micro-cabins. These A-frame cabins surround a shared open space. The design is included as “Manzanita Micro Cabins”.
  5. The site plan identifies 53 parking spaces with 12 spaces near the 19-unit hotel; 8 spaces next to the community building; 12 spaces opposite the nine large cabins; two spaces each adjacent to seven of the nine cabins and, 7 spaces adjacent to the six mini-cabins. The plan also identifies 14,800 square feet of open space.
  6. A private roadway will run along the east side of the site, serving the entire site. Required public facilities will also be located within this roadway.
- B. Section 3.030(2)(h) permits a “motel, hotels, including an eating and drinking establishment therewith” in the Special Residential/Recreation Zone. The proposed hotel complex is therefore an allowed use. In addition, Subsection (4)(c) requires the Planning Commission to use the Planned Unit Development procedures in Section 4.136 when evaluating a development application.
- C. This review is considering the planned development layout, specifically the building and open space locations, roadway and parking provisions. This application does not include a design review for any of the structures. While Section 4.150 requires a design review for all new construction, this requirement is limited only to the C-1, LC and R-4 zones. Design review therefore does not apply to SR-R zone. Regardless, the Commission has the authority to condition their decision on the final layout substantially conforming to the proposal, including the relative size, position and design of the buildings.
- D. The zoning map on the City’s website identifies a right-of-way where the subject property is located. This is in error. The County Assessor maps clearly show the two tax lots without an intervening right-of-way.

#### IV. PLANNED UNIT DEVELOPMENT PROVISIONS

A. Planned unit development procedures in Section 4.136 are used to evaluate development proposals in the SR-R zone. Applicable provisions are reviewed in the following subsections:

1. Section 4.136.1., reviews the purpose of a planned development. Briefly, a "planned development" permits the application of greater freedom of design in land development than may be possible under a strict interpretation of the provisions of this Ordinance.

FINDINGS: This Section is not directly applicable to the request as this is a commercial project that does not include a request to modify the applicable development standards. The planned unit development approach is a requirement, but not a necessity to achieve the project's objective.

2. Section 4.136.2., establishes the following standards and requirements:
  - (a) A planned development may include any uses and conditional uses permitted in any underlying zone. Standards governing area, density, yards, off-street parking, or other requirements shall be guided by the standards that most nearly portray the character of the zone in which the greatest percentage of the planned development is proposed.
  - (b) The developer may aggregate the dwellings in this zone in "cluster" or multiple- dwelling structures so long as it does not exceed the density limits of the Comprehensive Plan.
  - (c) Assurances such as a bond or work agreement with the City may be required to ensure that a development proposal as submitted is completed within the agreed upon time limit by the developer and the Commission.

FINDINGS: In compliance with item "(a)" above, the proposal would establish a 34-unit hotel, a previously identified allowed use in the zone. The request does not involve dwellings so that provisions in item "(b)" do not apply. Bonding, per item "(c)" is an option available to the City to ensure development of the site.

C. Section 4.136.3, addresses the Planned Unit Development Procedure. The following procedures shall be observed in applying for and acting on a planned development:

1. An applicant shall submit 10 copies of a preliminary development plan to the Planning Commission and notify all property owners within 250 feet of the proposed development by mail.

FINDINGS: The material submitted as part of the application complies with the provisions in this Section. Notice was also provided to area property owners per provisions in this Section for both the initial hearing and the June 20 meeting.

2. Prior to discussion of the plan at a public hearing, the City Manager shall distribute copies of the proposal to appropriate City agencies or staff for study and comment.

FINDINGS: Per this item, said plans were distributed prior to the meeting and also available to the public to review.

3. The Planning Commission shall consider the preliminary development plan at a meeting, at which time the comments of persons receiving the plan for study shall be reviewed. In considering the plan, the Planning Commission shall seek to determine that:

- (a) There are special physical conditions or objectives of development which the proposal will satisfy to warrant a departure from the standard ordinance requirements.

FINDINGS: While particularly steep slopes border the east side of the site, the applicant is not departing from the standard ordinance requirements of the SR-R zone. Compliance with these provisions is reviewed in item "D" below.

- (b) Resulting development will not be inconsistent with the Comprehensive Plan provisions or zoning objectives of the area, particularly with regard to dune stabilization, geologic hazards and storm drainage.

FINDINGS: Failure of the City to comply with the City's Comprehensive Plan was noted by a number of area property owners. Concerns included the proposed project would reduce livability, was not harmonious with the area and generally incompatible with existing residential development.

It is important to recognize the purpose of the Comprehensive Plan and its relationship with the Development Ordinance. The Plan



provides the broad-based goals and policies that guide the City's direction while the Development Ordinances implements those plans by establishing rules and regulations governing development on a day-to-day basis. This relationship is enforced by language in ORS 197.195(1):

A limited land use decision shall be consistent with applicable provisions of city or county comprehensive plans and land use regulations. Such a decision may include conditions authorized by law. Within two years of September 29, 1991, cities and counties shall incorporate all comprehensive plan standards applicable to limited land use decisions into their land use regulations. A decision to incorporate all, some, or none of the applicable comprehensive plan standards into land use regulations shall be undertaken as a post-acknowledgment amendment under [ORS 197.610](#) to [197.625](#) (*note - titles omitted*). If a city or county does not incorporate its comprehensive plan provisions into its land use regulations, *the comprehensive plan provisions may not be used as a basis for a decision by the city or county or on appeal from that decision (italics added)*.

In effect, goals and policies related to such issues as livability were required to be incorporated into Ordinance 95-4, the document which implements the City's Plan. After the above noted date, the City cannot rely on the Comprehensive Plan when reviewing a limited land use decision. In this case, the Ordinance (and adopted zone map) established the SR-R zone, a zone which permits residential uses along with compatible commercial activities. And among these very limited commercial uses is a hotel, which is the subject of this application. Therefore, establishment of the hotel, a permitted use, is solely limited to compliance with the applicable development standards contained in Ordinance 95-4.

- (c) The area around the development can be planned to be in substantial harmony with the proposed plan.

FINDINGS: Single-family residential development is the primary development activity in the vicinity along with the golf course located to the west. Site topography places most of the structures below residential uses to the east thereby limiting visual impacts. The golf course tree canopy to the west provides additional separation and screening. The hotel provides a development form that is in substantial harmony with the area with respect to massing and

design. The SRR zone also specifically lists hotels as a permitted use along with residential development.

Hotels are defined in ORS 699.005. Hotels meeting this definition are required to meet specific health and safety requirements. The City contacted Tillamook County Environmental Health Manager Jamie Craig to provide clarification on the requirements of a hotel. The County submitted comments which are included as part of the record. There is a long list of requirements (see attached email) which pertain to the establishment and operation of a hotel - no such requirements apply to short-term rental requirements. Consistent with the planned development provisions, it is entirely appropriate for the Commission to condition an approval requiring the use meet the definition of a hotel as defined in ORS 699.005 and that the applicant show compliance, and continual compliance, with all necessary health and safety the provisions of all State, County and local regulations.

- (d) The plan can be completed within a reasonable period of time.

FINDINGS: The Commission has the authority to place reasonable constraints on the timing of activities. It is suggested the developer submit site, engineering and building plans within two years of the final decision on this case and that all required plans for the project be submitted within five years of the final decision. At the submittal of the applicable material, a hearing will be scheduled before the Planning Commission to review progress and to ensure the plans substantially conform the approved project.

- (e) The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.

FINDINGS: There will be a single private driveway servicing the site. At the March hearing, neighboring owners raised concerns regarding traffic and the driveway intersection with Dorcas Lane. At the request of the Commission, the applicant submitted a traffic study from MacKenzie Engineering addressing the raised concerns. The report is attached and provides the following summary:

*“The addition of trips from the proposed Manzanita Lofts PUD will have a small impact on the existing roadways in the area, with operation remaining at a level of service “A” with low delays. Sight distances can be met and there are no noted*

*safety deficiencies in the area based on a review of available crash data.”*

This report was forwarded to the City’s contract traffic engineer – Lancaster Engineering - for review (also attached). The contract engineer agreed with the assessment and conclusion of MacKenzie Engineering. Lancaster Engineering recommended additional vegetation clearance at the intersection and the installation of new roadway striping as part of the Dorcas Lane/Classic Street roadway improvement project.

Neither Ordinance 95-4 or Ordinance 95-5 (Land Divisions) contains minimum driveway width and improvement requirements. To ensure two traffic lanes it is recommended the minimum width be 22-feet with paving improvements acceptable to the Department of Public Works.

Transportation safety issues, especially during the summer months and involving pedestrians, were raised in a number of correspondences. Projects can be conditioned on making improvements commensurate with the potential impact, with those improvements tied to an adopted system improvement plan. In some cases, a portion of the improvements are paid through the use of available system development charge funds. It is important to note neither traffic engineer identified the need for improvements other than those at the intersection. Requesting the developer to improve roadways and/or sidewalk connections to the downtown is not commensurate with the impact of the project. Further, the City lacks a transportation improvement plan which would guide the location of the improvements. It is important to note these comments are not meant to diminish stated concerns, just to recognize the limitations on what the City can require of the developer regarding off-site improvements.

- (f) Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.

FINDINGS: The applicant submitted a site drainage plan for the entire project. Initial examination by staff indicates the improvements can comply with City Public Works standards. This can be verified when engineering plans are submitted.

- 4. The Planning Commission shall notify the applicant whether, in its opinion,



the foregoing provisions have been satisfied and, if not, whether they can be satisfied with further plan revision.

FINDINGS: This is a procedural requirement, whereby the decision and any conditions of approval are determined at the Commission hearing and the applicant is formally notified by the City.

5. Following this preliminary meeting, the applicant may proceed with his request for approval of the planned development by filing an application for an amendment to this Ordinance.

FINDINGS: It appears the purpose of this provision is to identify the site as a planned development on the City's zoning map (see item "(g)" below). In effect, this requires an approved tentative plan to be submitted, reviewed and approved, which is the purpose of the current hearing. However, as previously noted, it is appropriate for the applicant return with engineering, site, building and other required plans to ensure the project proceeds according to the proposal. This may be placed as a condition of approval.

6. In addition to the requirements of this section, the Planning Commission may attach conditions it finds are necessary to carry out the purposes of this Ordinance.

FINDINGS: Ultimately this is the Commission's decision. If so approved, staff provided a list of recommended conditions at the end of this report.

7. An approved planned development shall be identified on the zoning map with the letters PD in addition to the abbreviated designation of the existing zoning.

FINDINGS: The City assumes this responsibility if the request is approved and development proceeds.

8. Building permits in a planned development shall be issued only on a basis of the approved plan. Any changes in the approved plan shall be submitted to the Planning Commission for processing as an amendment to this Ordinance.

FINDINGS: As noted, design review provisions in Section 4.150 do not apply to the SR-R zone. However, the submitted material identifies the location of the various hotel units, cottages, parking and open space areas as well as the general design features of the proposed buildings. It is therefore appropriate to condition the decision to require conformance with

the layout and improvements, as well as the generally uniform design of the structures. Therefore, the project must conform to this proposed layout and design unless otherwise modified by the Planning Commission.

D. Development standards in the SR-R zone are found in Section 3.030(4). Each item is reviewed below:

1. (4)(a) - Overall density for the SR-R zone is 6.5 dwelling units per gross acre. Dwellings may be clustered on one portion of a site within the SR-R zone and achieve a maximum density of 13 dwellings per acre where at least 40% of the total lot or parcel area is reserved or dedicated as permanent open space as a public or private park area or golf course. The open space shall be so indicated on the Plan and zoning map, and deed restrictions to that effect shall be filed with the City.

FINDINGS: This item does not apply as this is a hotel project and does not include residential development.

2. (4)(b) - Standards other than density in the SR-R zone shall conform to those established in the R-3 zone (Section 3.020) except that the Planning Commission may authorize relaxation of these standards to permit flexibility in design such as cluster development, with respect to lot size, setbacks and lot coverage, but not use.

FINDINGS: Compliance with applicable provisions in the R-3 zone is reviewed in item "E.", below. For the purpose of this criterion, the layout meets or exceeds the minimum standards.

3. (4)(c) - The Planning Commission shall use the procedure set forth in Section 4.136 of this Ordinance (Planned Development) in order to evaluate development proposals in this area.

FINDINGS: This report and Commission review comply with requirement.

4. (4)(d) - The maximum lot coverage in the SR-R zone shall not exceed 40%. Less lot coverage may be required in steeply sloping areas or areas with drainage-problems. In all cases the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Based on the applicant's calculations, the lot coverage will not exceed 33% (see site drainage plans). Areas containing steep slopes are

not developed but will maintain a vegetative cover.

5. (4)(e) - In areas without a high-water table, a dry well capable of absorbing the storm runoff shall be provided in accordance with City standards.

FINDINGS: Compliance with this requirement can be addressed when engineering plans are submitted. Also see findings in Section C.3.(f).

In a similar vein, comments at the March raised the issue of possible wetlands on the property. A limited wetlands study was conducted in 2017 which concluded the subject area did not contain wetlands. This analysis was approved by the Department of State Lands. A subsequent survey was conducted over the site that included the entire area under consideration for development. The survey by NW Regolith (attached) found no wetlands on the proposed development or any portion of the subject property. However, the City received a preliminary report from the Department of State Lands (attached) on June 9, 2022. The report indicated a wetland delineation will be required before development can occur. Compliance with this requirement can be placed as a condition of approval.

- E. Applicable development standards in the R-3 zone are found in Section 3.020(3). Each item is reviewed below:

1. (3)(a) - The minimum lot size shall be 5,000 square feet for single family or duplexes, plus 2,500 square feet for each additional dwelling unit.

FINDINGS: There are no minimum area requirement for non-residential uses. However, at 3.83 acres, the project greatly exceeds the identified minimum parcel size requirement. The subject area contains two parcels. While under common ownership, staff recommends their consolidation prior to development.

2. (3)(b) - The minimum lot width shall be 40 feet, except on a corner lot it shall be 60 feet.

FINDINGS: The parcel maintains 90-feet of frontage on Dorcas Lane and in no case falls below 60-feet in width throughout.

3. (3)(c) - The minimum lot depth shall be 90 feet.

FINDINGS: The property depth exceeds 1100 feet.

4. (3)(d) - The minimum front yard shall be 20 feet, or the average setback of



buildings within 100 feet of both sides of the proposed building on the same side of the street, whichever is less. For purposes of determining the average setback of buildings, vacant lots within 100 feet of both sides of the proposed building on the same side of the street shall be included and shall be assumed to have a building placed 20 feet from the front lot line to the nearest part of the building. In no case shall the front yard setbacks be less than 12 feet.

FINDINGS: The minimum front yard depth is approximately 80-feet.

5. (3)(e) - The minimum side yard setback shall be 5 feet for the portion of the building at the setback line up to 10 feet in height as measured vertically from average finished grade to the highest point of that portion of the building and shall be 8 feet for any portion of the building where this height is exceeded; except that a roof with a pitch of less than or equal to 8 in 12 may extend upward from the 5-foot setback line to the 8-foot setback line. The street side yard setback of a corner lot shall be 12 feet.

FINDINGS: The minimum side yard setback for the hotel, community building and cabin structures is 10-feet while the mini-cabins are at least 20-feet from the side yard. The combined property is effectively a corner lot as Dorcas Lane fronts on the north end and Classic Street along the east side. All structures exceed the minimum 12-foot corner lot setback along Classic Street.

6. (3)(f) - The maximum building or structure height shall be 28 feet, 6 inches. However, if more than one-half of the roof area has a roof pitch of less than 3 in 12, the building or structure height shall not exceed 24 feet. The height of a stepped or terraced building shall be the maximum height of any segment of the building or structure.

FINDINGS: The applicant did not request a variance to modify this requirement. Compliance with this provision will be determined when building plans are submitted for the individual structures.

7. (3)(g) - The minimum rear yard setback shall be 10 feet.

FINDINGS: The rear yard setback (mini-cottages) is approximately 120-feet.

8. (3)(h) - The maximum lot coverage in the R-3 zone shall not exceed 55%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases, the property owner must provide the City

with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Per requirements of the SR-R zone, the lot coverage limitation is 40%. Based on the applicant's calculations, the lot coverage will not exceed 33% +/- . Compliance with this provision can be continually evaluated as the site develops.

9. (3)(i) - In areas of the City without a high-water table, a dry well capable of absorbing the storm runoff of the impervious surfaces of the property shall be provided in accordance with City standards.

FINDINGS: As noted, compliance with this requirement can be addressed when engineering plans are submitted.

- F. The planned unit development provisions do not specifically address parking requirements as these are usually considered as development progresses (e.g., a residential planned development). This is a unified project and it is appropriate to address parking at this juncture.

Hotel requirements are found in Section 4.090(3)(a) and require 1 space for each unit of 350 square feet or less, if that unit has only one bedroom; 1.25 spaces per unit for all other units; and, 2 spaces for the manager. The Ordinance does not establish a separate parking requirement for the community building as it is part of the hotel complex and it is reasonable to assume there will be some overlap between the guests and the use of the facility. Parking for the 19-unit hotel area is 19 spaces; 2 spaces for the manager; 11.25 spaces for the larger cabins (9x1.25 = 11.25) and 6 spaces for the mini-cabins. The site contains 43 spaces which exceeds the 34.25 spaces required by Ordinance. While specific information on the number of bedrooms for the smaller units was not provided, even if each unit contains more than one bedroom, this would only require an additional 4.75 spaces for a total of 39. Again, the proposed 53 spaces exceed this total. Compliance with parking requirements, such as space size and improvements, can be continually evaluated as building plans are reviewed.

- G. Based on the submitted material, the proposed use is allowed in the zone and the buildings meet or exceed setback requirements. The applicant also submitted reasonably detailed elevation drawings of the proposed buildings. As a planned development, the Commission is granted authority to consider the entire project and not just the layout. Subjectively, the buildings appear commensurate with the purpose of the project and are of generally uniform design. As noted, it is suggested any decision for final planned development approvals include the

submitted design proposals.

#### V. RECOMMENDATION AND CONDITIONS OF APPROVAL

City staff finds the proposal complies with the applicable Planned Unit Development criteria contained within Ordinance 95-4 and recommends the Planning Commission approve the application subject to the following Conditions:

- A. The approval shall be limited to the submitted layout, including roadway, parking location and landscaping. Further, this approval shall extend to the elevation drawings submitted for the buildings and identified as: “Manzanita Hotel”, “Community Building”, “Manzanita Cabin A”, “Manzanita Cabin B”, “Manzanita Cabin C”, and “Manzanita Mini-Cabins”.
- B. The developer shall submit engineering plans to the City of Manzanita addressing water, storm water, street improvements and similar private facility improvements. Sanitary sewer plans shall also be submitted the Nehalem Bay Wastewater Agency (NBWA). These plans shall be reviewed and approved by the City and NBWA prior to construction. The applicant shall have the option of installing public and private facility improvements for the entire project or only to meet the obligations of buildings under construction. Unless otherwise modified by City of Manzanita Public Works, the minimum improved roadway width serving the development shall be 22-feet.
- C. The applicant shall submit building plans for the individual structures. The plans shall substantially conform to the approved layout as to location, orientation and building design. Building plans shall conform to applicable construction and fire code requirements. While building plans may be simultaneously submitted with engineering plans, building permits shall not be issued until all engineering plans are reviewed and approved.
- D. The applicant shall have the option of developing the project in phases. Initial building and engineering plans shall be submitted within two years of the date of final approval of this application. Associated building submittals for the remainder of the project shall be submitted within five years from the date of final approval of this application.
- E. Prior to development, or if applicable, the development of any one phase, the applicant shall submit appropriate site and building plans to the Planning Commission for review. The Planning Commission shall examine the submitted material to determine whether it substantially conforms with the approved plan. The Planning Commission shall either approve the submittals, or if not approved, shall advise the developer of any necessary changes or additions. The sole

purpose of the review shall be to determine conformance with the approved development; and not as to the appropriateness of the project.

F. The following additional requirements shall apply:

1. Prior to commencing development, the developer shall submit evidence that the proposed hotel, and its operations, meets the definition of a hotel as defined in ORS 699.005.
2. Prior to commencing development, the developer shall submit evidence from Tillamook County that the proposed hotel complies, and will continually comply, with County regulations regarding the establishment and operation of a hotel/motel.
3. Operations of the hotel shall continually comply with all necessary health and safety the provisions of all State, County and local regulations.
4. Prior to commencing construction, the applicant shall submit evidence of the consolidation of the two parcels (Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600) into a consolidated parcel.
5. Prior to beginning construction, the applicant shall submit the current wetland analysis to the Department of State Lands (DSL) for review and approval. If the DSL requires changes to the layout, these revisions shall require review and approval by the Planning Commission.
6. The site shall contain 43 vehicle parking spaces as identified on the site plan. Sufficient parking shall be required throughout the development commensurate with the requirements in Ordinance 95-4, Section 4.090.
7. The applicant shall comply with the two roadway improvement recommendations identified by the firm Lancaster Mobley Engineering in a letter dated May 6, 2022. The City Department of Public Works shall determine the appropriate timing of these improvements.

G. Prior to occupancy of any structure, the developer shall complete the following:

1. Install and/or extend necessary public facility improvements, consistent with City and/or NBWA approved engineering plans.
2. Install parking improvements and landscaping consistent with approved building and engineering plans.

H. Unless otherwise specifically modified by this decision, development of the site shall continually comply with applicable provisions in Ordinance 95-4 including building height, setbacks, parking, lot coverage and other applicable provisions.

I. Compliance with these conditions, the requirements of the Manzanita Zoning Ordinance, Nehalem Bay Wastewater Agency, Nehalem Bay Fire & Rescue,



Tillamook County Environmental Health, Department of State Lands and applicable building code provisions shall be the sole responsibility of the developer.

#### VI. PLANNING COMMISSION ACTION

- A. The Planning Commission has the following options:
  - 1. Approve the application, adopting findings and conditions contained in the staff report;
  - 2. Approve the application, adopting modified findings and/or conditions;
  - 3. Deny the application, establishing findings as to why the application fails to comply with the decision criteria.
- B. Staff will prepare the appropriate document for the Chair's signature.

June 20, 2022

**VIA E-MAIL - [building@ci.manzanita.or.us](mailto:building@ci.manzanita.or.us)**

City of Manzanita Planning Commission  
167 S. 5th Street  
Manzanita, OR 97130

Re: Manzanita Lofts Planned Unit Development

Dear Commissioners:

This law firm represents the applicant, Vito Cerelli and Manzanita Lofts LLC. We have reviewed the staff report in this matter dated June 10, 2022, the available written public comments and related materials. The applicant agrees with the staff report and accepts all of the proposed conditions of approval recommended by staff.

We are writing to supplement the staff report specific to one issue raised by several members of the public: whether any Manzanita Comprehensive Plan policies apply to this quasi-judicial land use matter as approval criteria. Staff correctly states on pages 5-6 of the staff report that application of comprehensive plan policies to this application as approval criteria is prohibited by ORS 197.195(1) because the application requests a "limited land use decision." However, staff does not expound on the definition of a limited land use decision, so we take that opportunity here.

Under ORS 197.015(12)(a)(B), a "limited land use decision" includes, among other things:

a final decision or determination made by a local government pertaining to a site within an urban growth boundary that concerns ... [t]he approval or denial of an application based on discretionary standards designed to regulate the physical characteristics of a use permitted outright, including but not limited to site review and design review.

In this case, the site of the proposed project is within the urban growth boundary, as it is within City limits. The applicant proposes a hotel, which is "a use permitted outright" in the zone. Consequently, the City's obligation is to apply "discretionary standards designed to regulate the physical characteristics" of the proposed use. The decision to be made falls squarely within the definition of a "limited land use

decision," and therefore staff was correct to apply ORS 197.195(1) to conclude that no comprehensive plan policies can constitute approval criteria here.

Furthermore, even if this application was a "land use decision" and not a "limited land use decision," Comprehensive plan policies still would not constitute approval criteria in this case. The decision maker is not required to evaluate plan policies that are not approval criteria. *Ellison v. Clackamas County*, 28 Or LUBA 521, 525 (1995). While comprehensive plan policies can sometimes be approval criteria for land use decisions (ORS 197.015(10)(a)(A)(ii)), the decision maker must evaluate the plain language of the policy alleged to apply and determine whether it was intended to serve as an approval criterion. See, e.g., *Stewart v. City of Brookings*, 31 Or LUBA 325, 328 (1997). Broadly-worded policies that set policy direction to develop legislation, or that set aspirational goals, are not approval criteria. *Angel v. City of Portland*, 21 Or LUBA 1, 13-14 (1991); *Bennett v. Dallas*, 96 Or App 645, 647-49 (1989).

An example of the latter is the Manzanita Comprehensive Plan goal cited by several commenters that the City should "maintain and create residential living areas which are safe and convenient, which make a positive contribution to the quality of life, and which are harmonious with the coastal environment." First, this is identified in the Plan as a "goal" and not a "policy," and second, consistent with that label this is merely a broad brush statement of aspirational goals to guide future legislation and planning; they are not approval criteria to be applied at the individual quasi-judicial land use level. Other statements from the Comprehensive Plan cited by public commenters set similar aspirational goals, not concrete land use approval criteria. Accordingly, no evaluation of Comprehensive Plan policies is appropriate or necessary.

Please enter this letter into the record in this matter. Thank you.

Best regards,

A handwritten signature in blue ink, appearing to read "David J. Petersen", with a stylized flourish at the end.

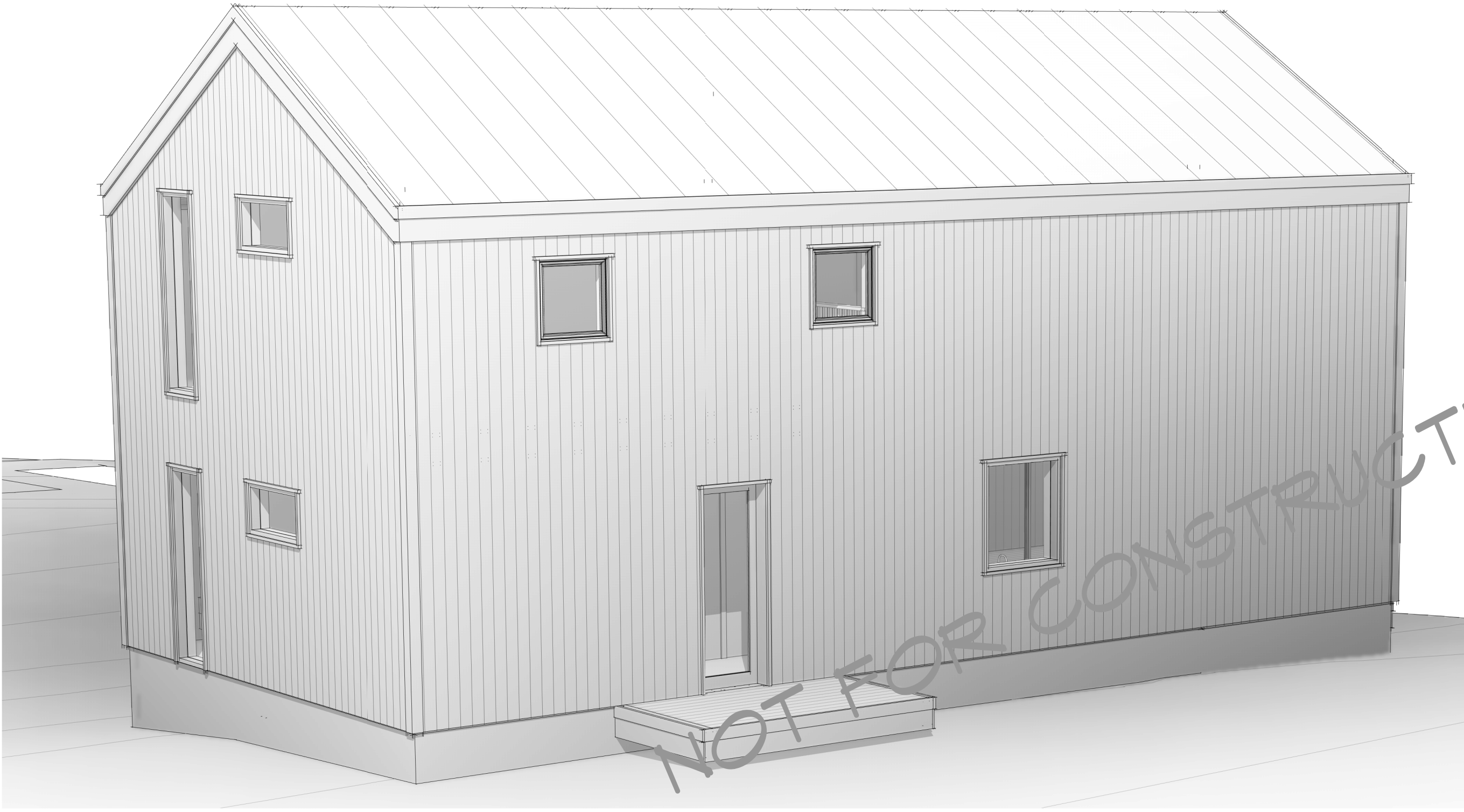
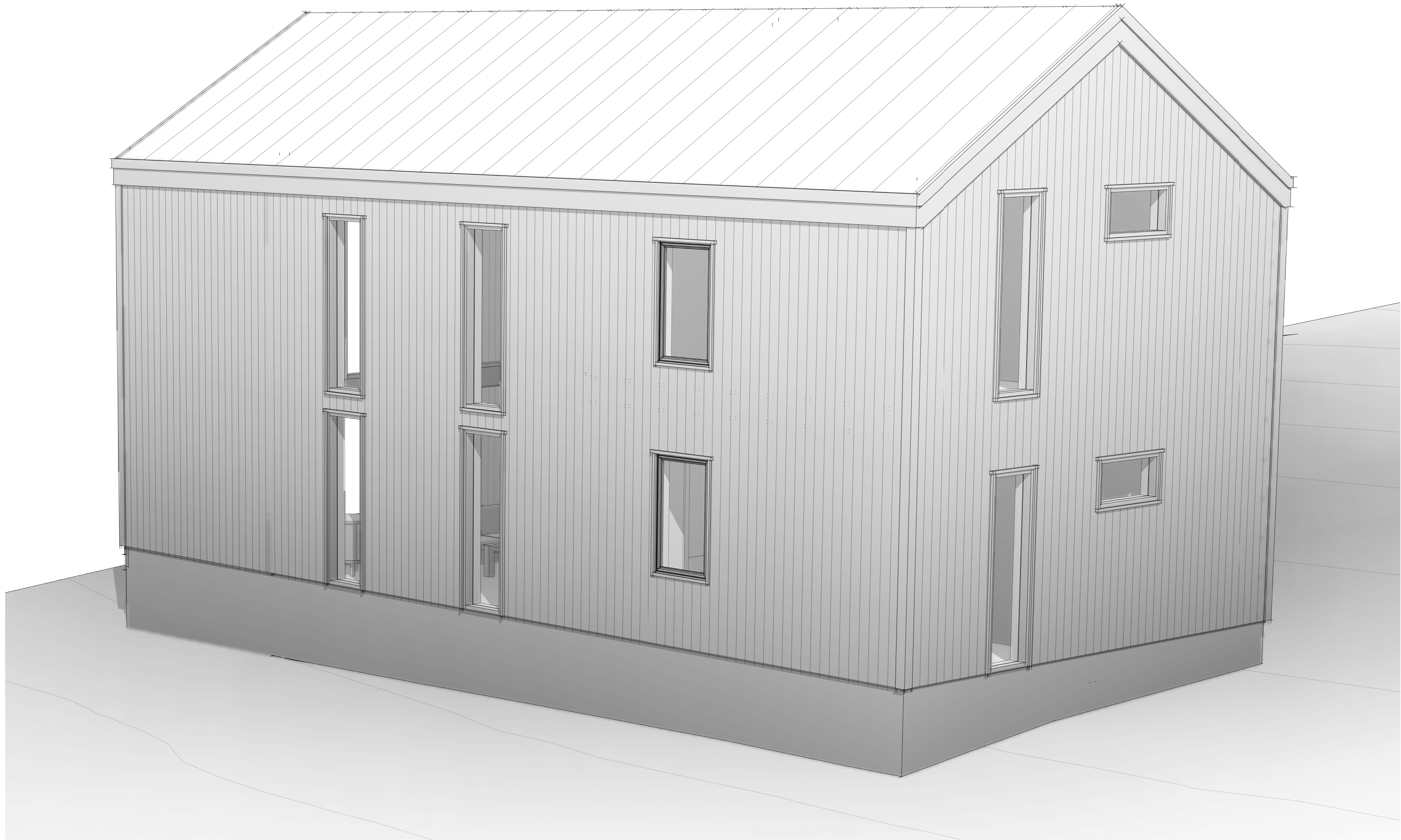
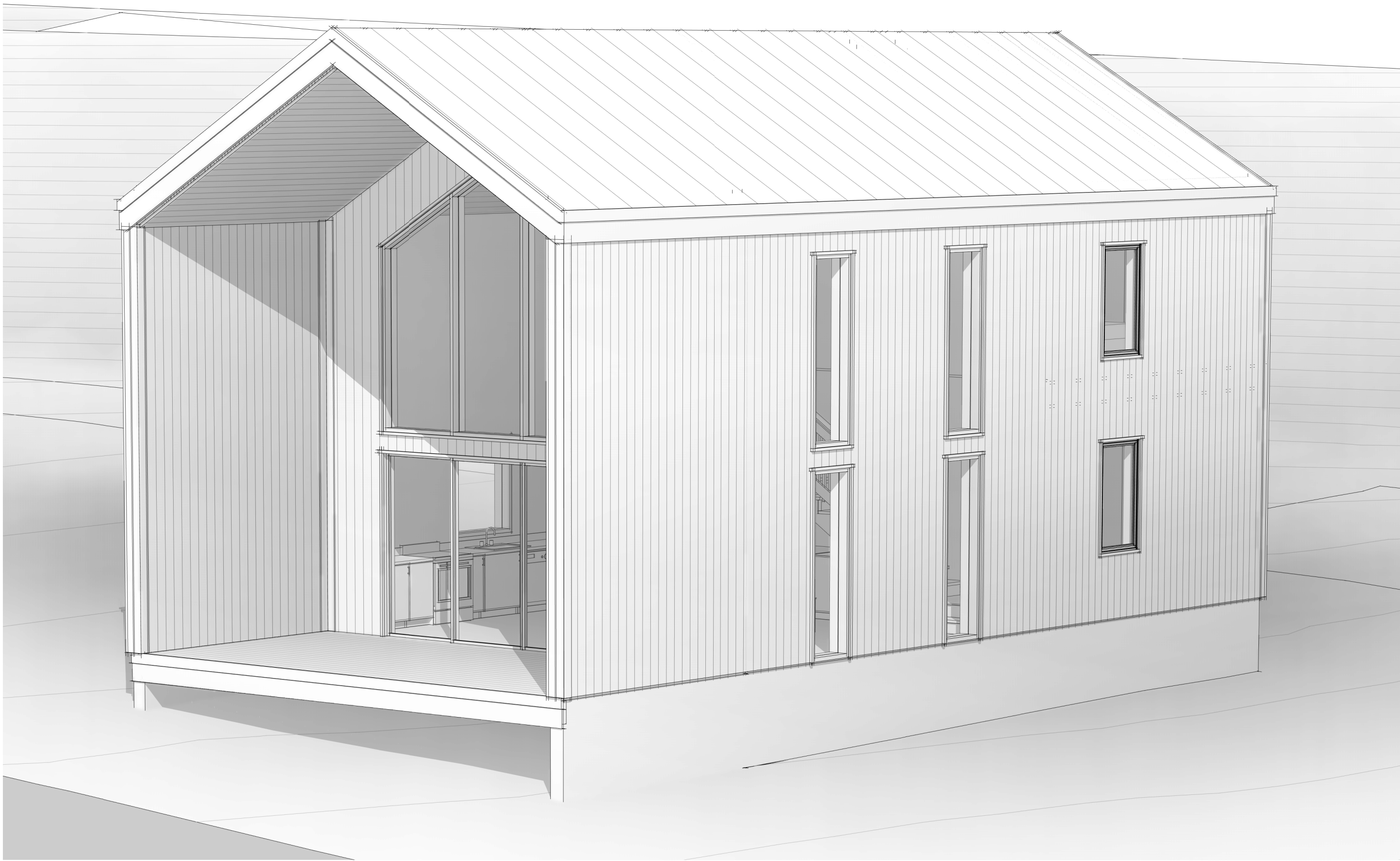
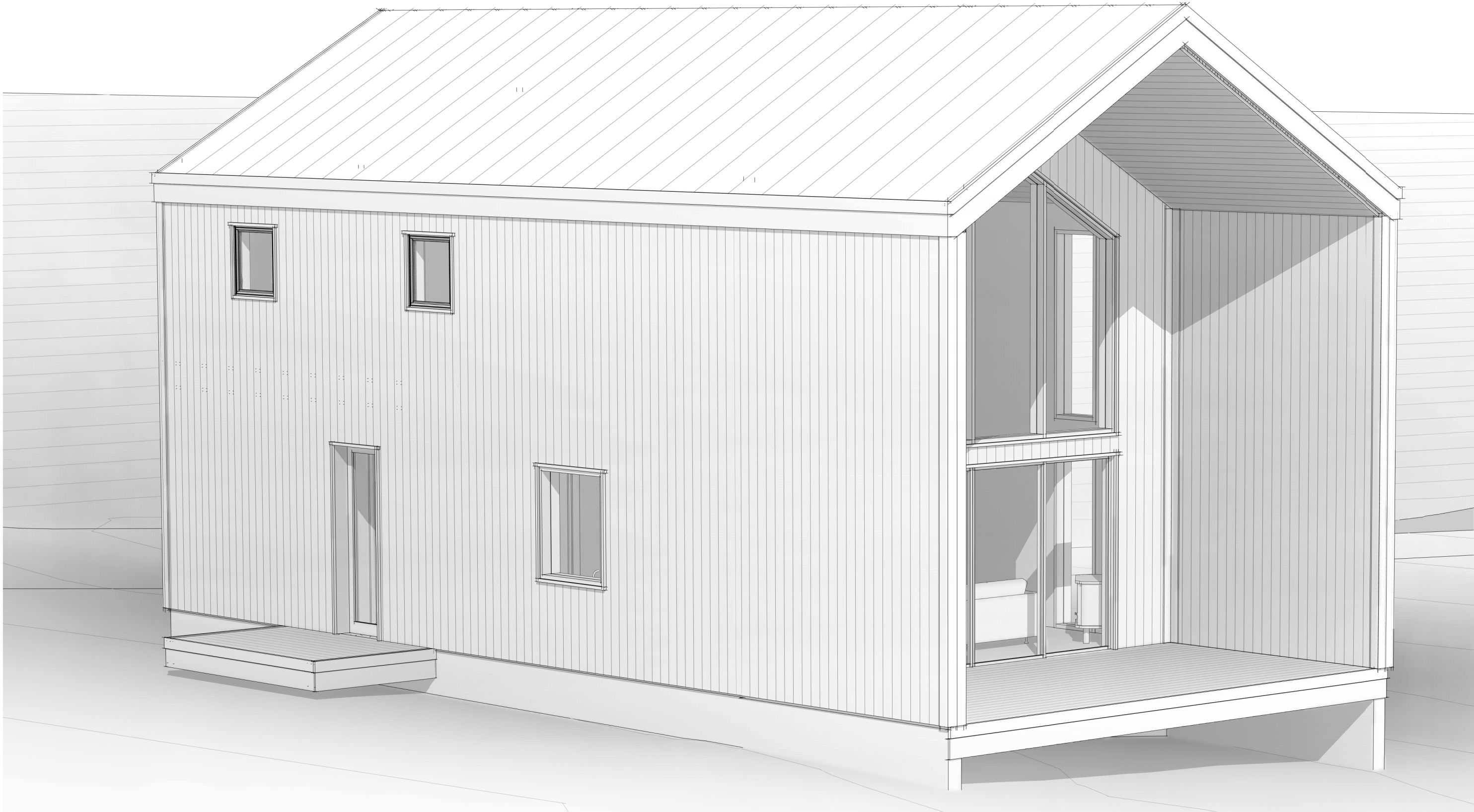
David J. Petersen

DJP/rkb

cc (via e-mail): Vito Cerelli



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11251 SE 232nd AVE



DAMASCUS, OR 97089

MANZANITA CABIN A

TAX LOT:  
3N 10W TA LOT 2600 + 2100

3D EXTERIOR VIEWS

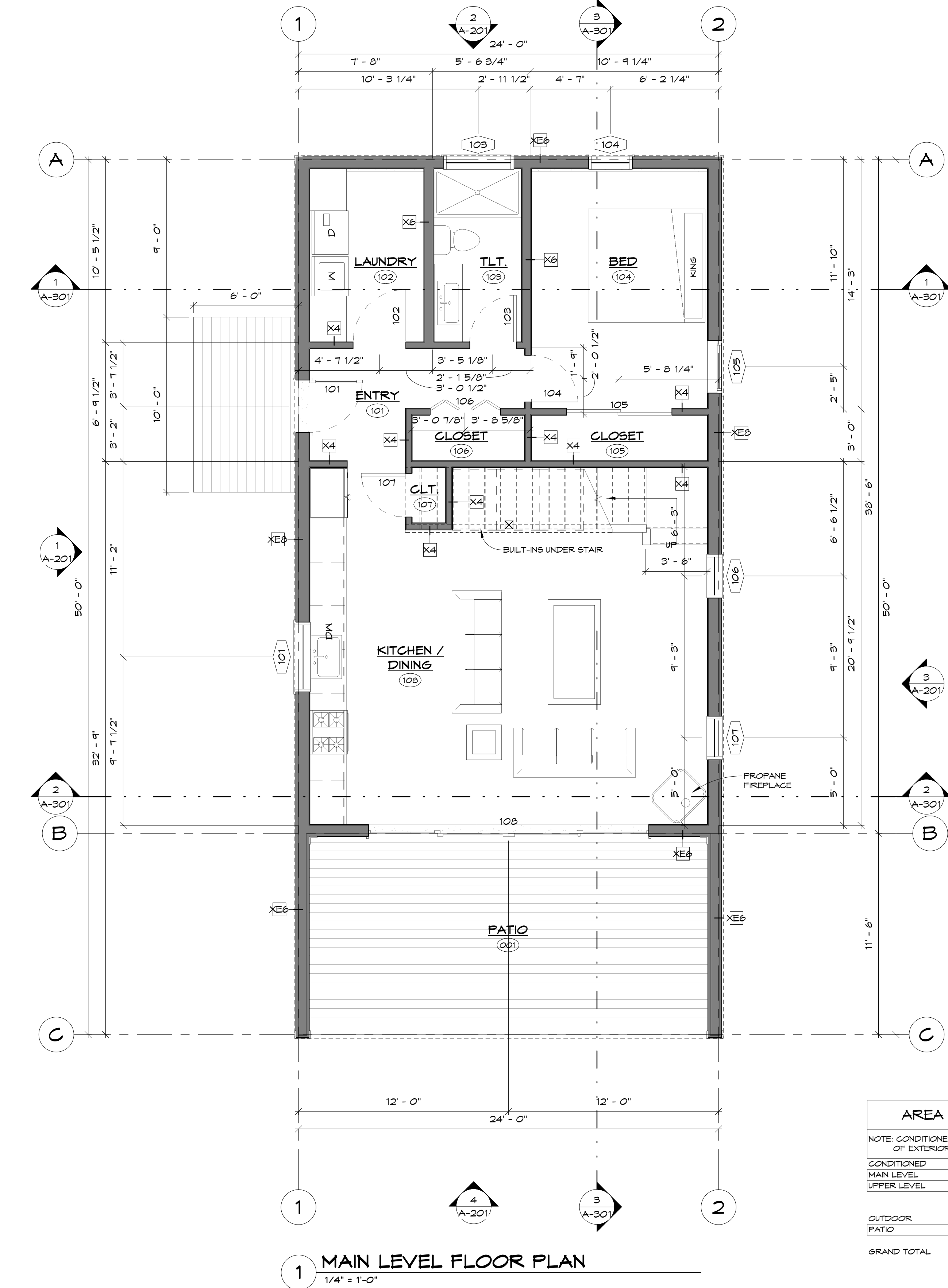
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A-002

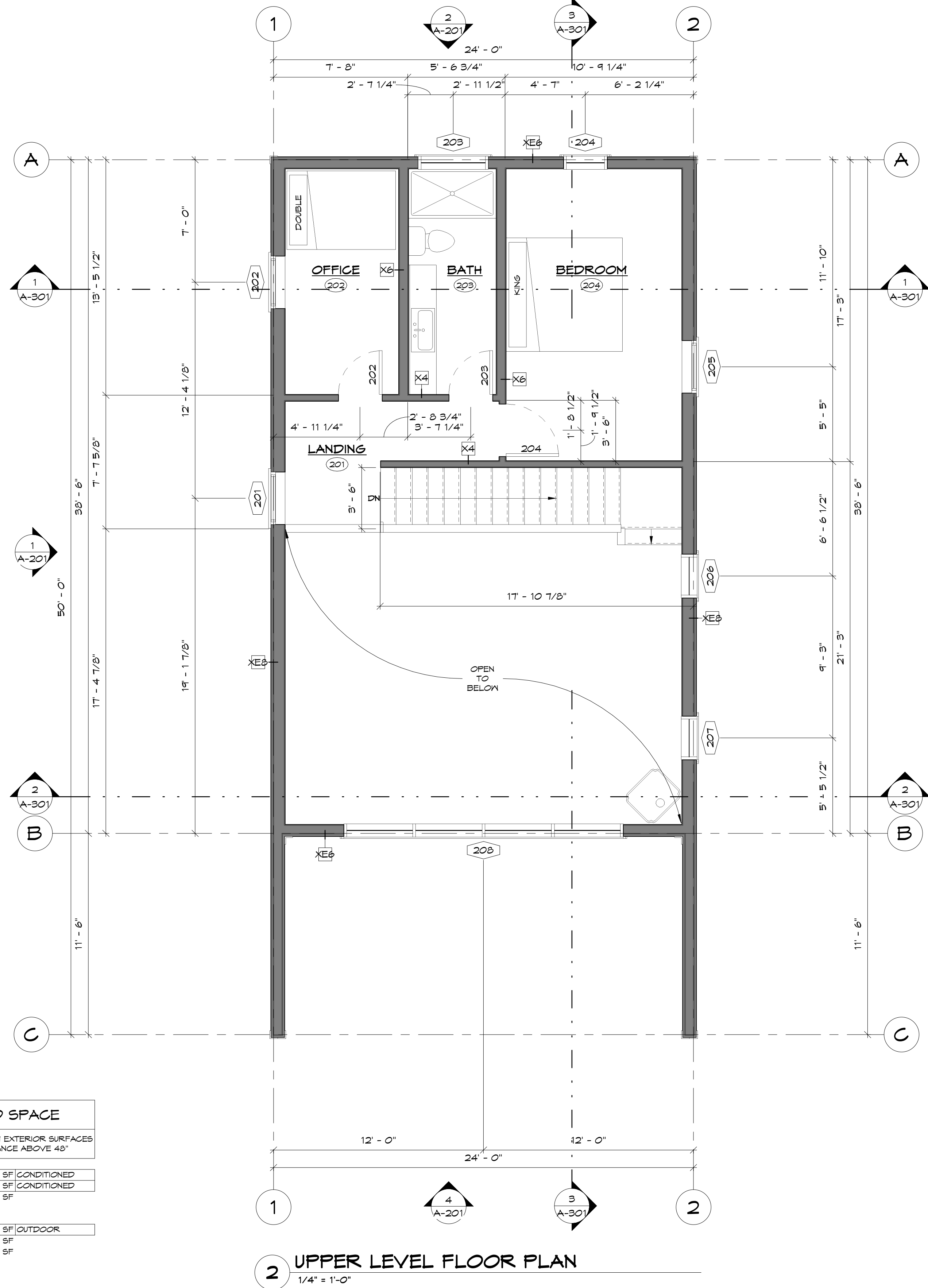




AREA - CONDITIONED SPACE	
NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 48"	
CONDITIONED	
MAIN LEVEL	924 SF CONDITIONED
UPPER LEVEL	443 SF CONDITIONED
	1367 SF
OUTDOOR	
PATIO	276 SF OUTDOOR
	276 SF
GRAND TOTAL	1643 SF

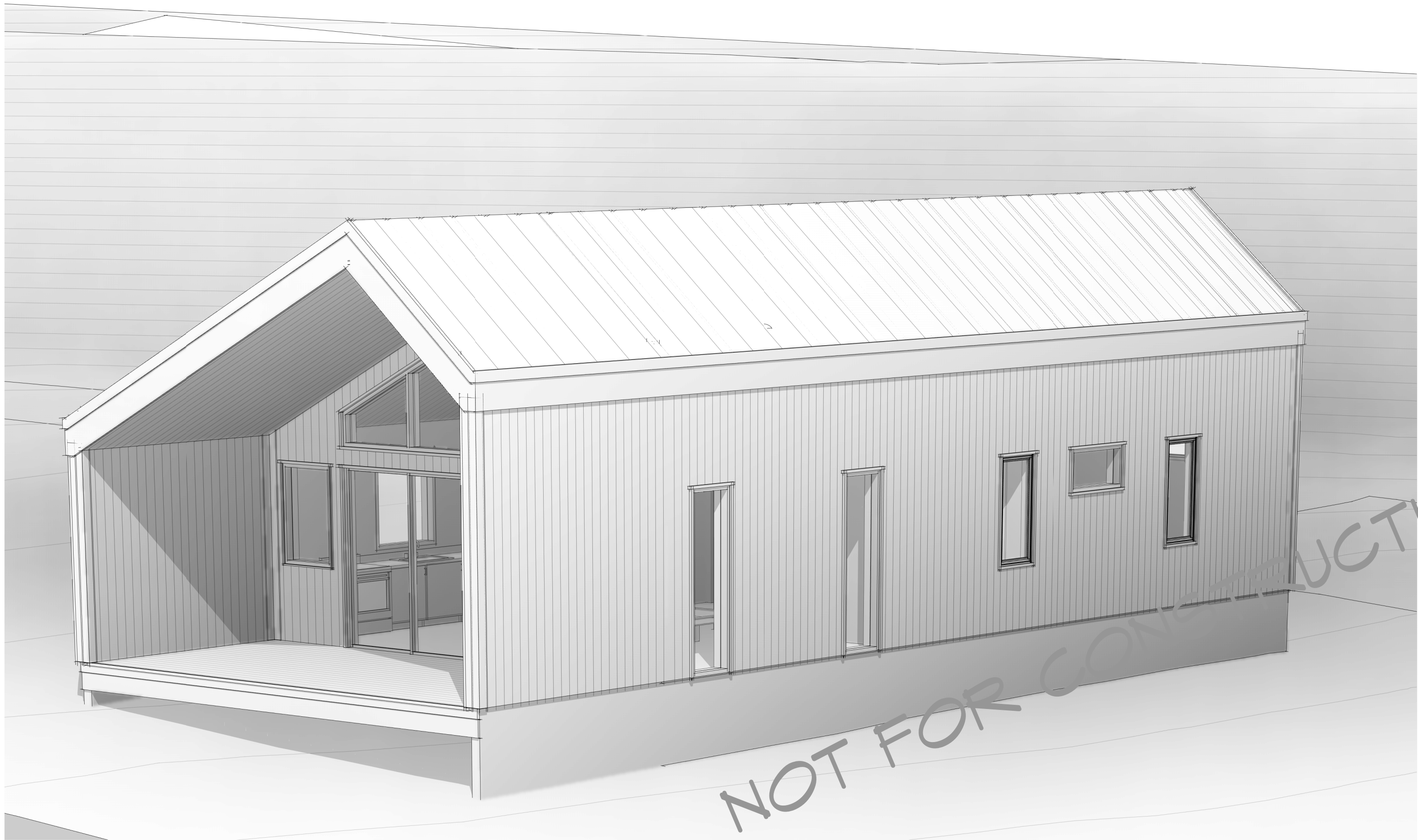
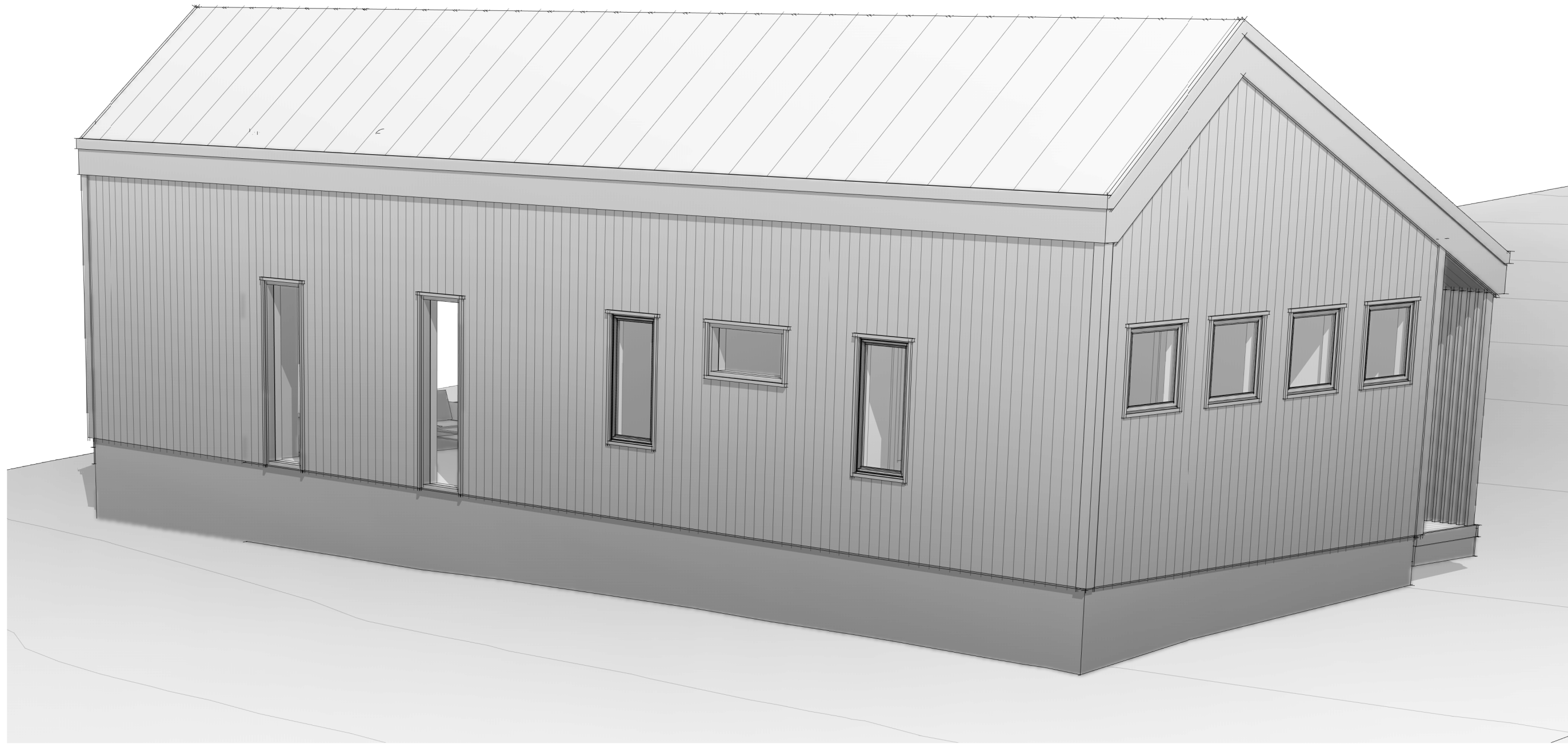
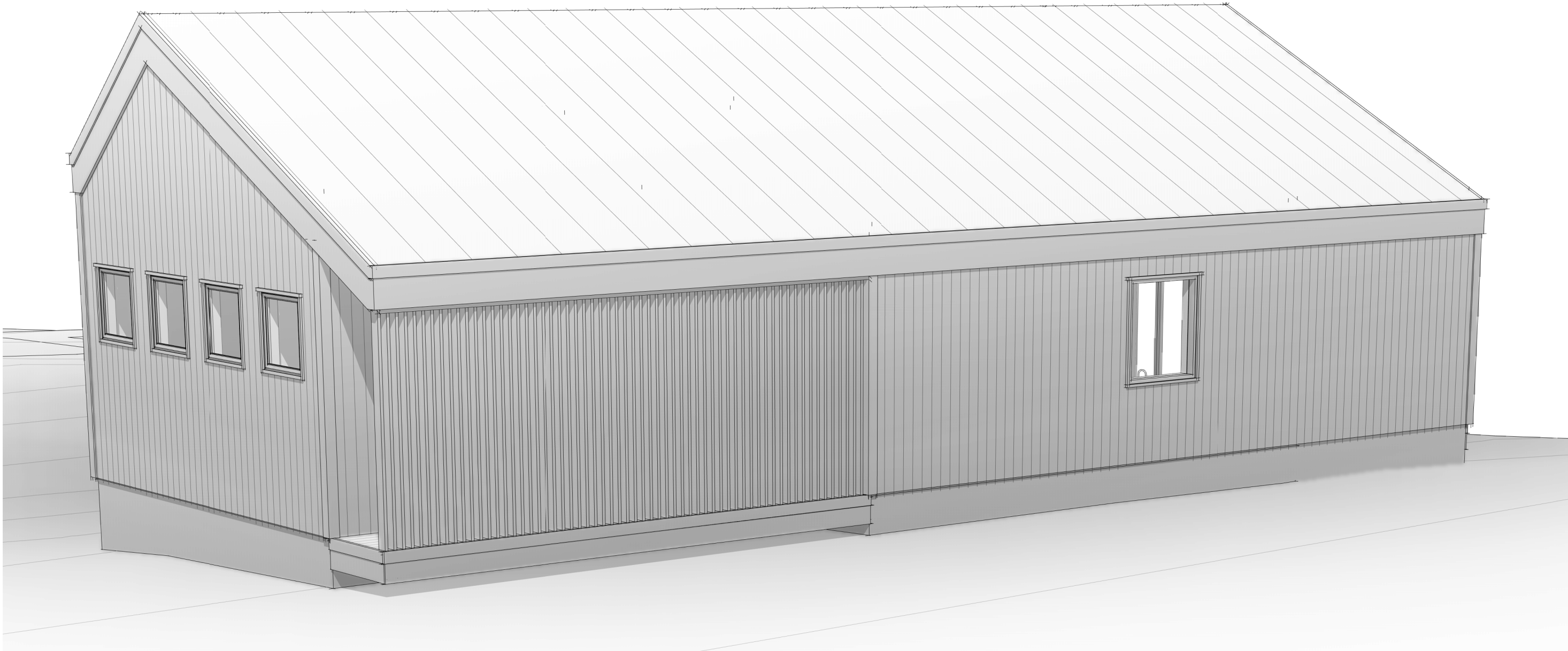
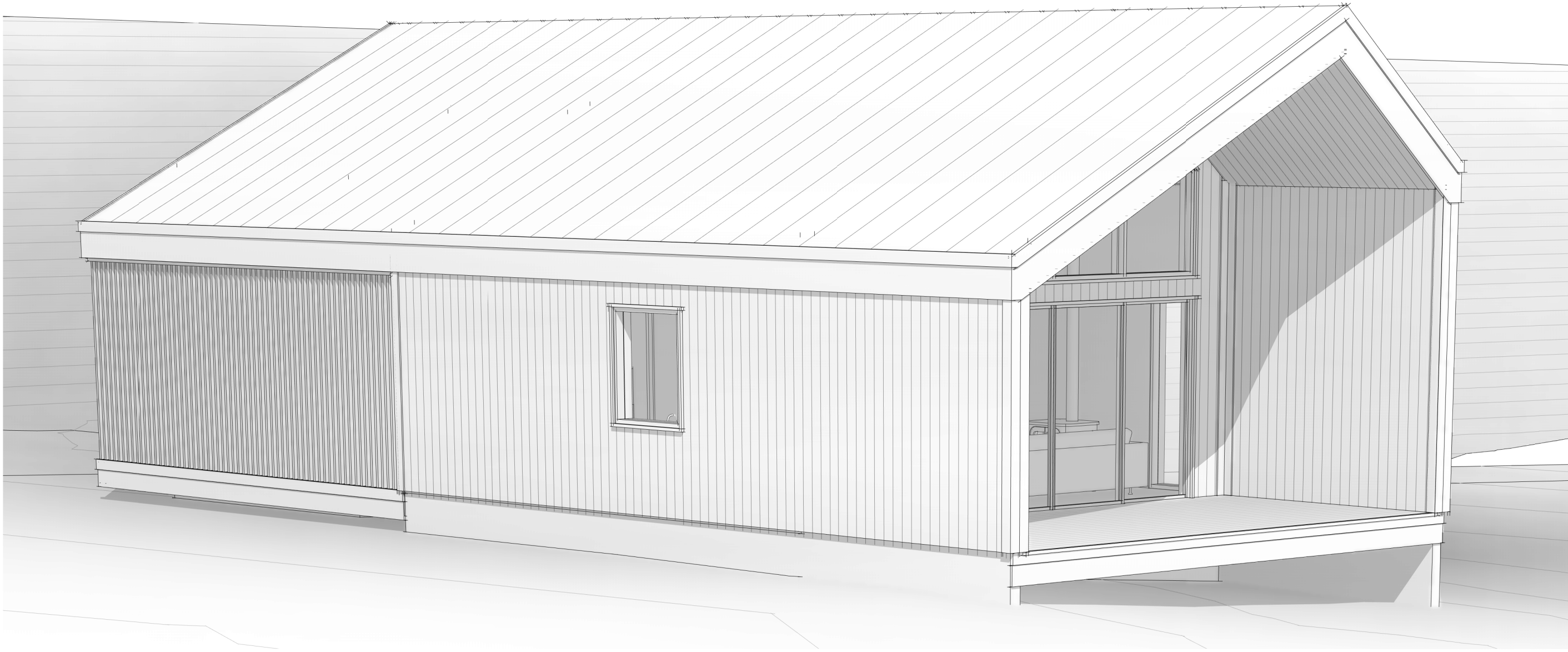
WINDOW SCHEDULE MAIN LEVEL						
Mark	Type	Rough Opening Width	Rough Opening Height	Head Height (BTM of HDR)	Sill Height (TOP of SILL)	Comments
MAIN LEVEL						
101	A	4'-0"	4'-6"	5'-0"	5'-6"	PICTURE TEMPERED
103	A	4'-0"	2'-0"	5'-0"	6'-0"	PICTURE TEMPERED
104	D	2'-6"	5'-0"	5'-0"	0"	PICTURE (2) 2680 WINDOWS MILLED TOGETHER, TEMPERED
105	B	5'-0"	5'-0"	5'-0"	5'-0"	CASEMENT EGRESS
106	D	2'-6"	5'-0"	5'-0"	0"	PICTURE TEMPERED
107	D	2'-6"	5'-0"	5'-0"	0"	PICTURE TEMPERED
206	D	2'-6"	5'-0"	16'-11 1/4"	5'-11 1/4"	PICTURE
207	D	2'-6"	5'-0"	16'-11 1/4"	5'-11 1/4"	PICTURE
208	C	16'-0"	5'-0"	16'-11 1/4"	5'-11 1/4"	PICTURE (4) 4080 WINDOWS MILLED TOGETHER

Room Schedule						
NOTE: ROOM AREA MEASURED FROM INTERIOR OF STUD WALL OR USEABLE SPACE.						
Number	Name	Area	Floor Finish	Wall Finish	Ceiling Material	Comments
MAIN LEVEL						
101	PATIO	262 SF	IFE DECKING OR EQUIV.	GWB	2x6 T&G	VARIES
101	ENTRY	50 SF	IFE DECKING OR EQUIV.	GWB	N/A	4'-8 1/4"
102	LAUNDRY	64 SF	ENGINEERED HARDWOOD FLOOR	MOLD RESISTANT GWB	MOLD RESISTANT GWB	4'-8 1/4"
103	TLT.	44 SF	TILE	TILE, MOLD RESISTANT GWB	MOLD RESISTANT GWB	4'-8 1/4"
104	BED	130 SF	ENGINEERED HARDWOOD FLOOR	GWB	GWB	4'-8 1/4"
105	CLOSET	28 SF	ENGINEERED HARDWOOD FLOOR	GWB	GWB	4'-8 1/4"
106	CLOSET	17 SF	ENGINEERED HARDWOOD FLOOR	GWB	1x6 T&G	4'-8 1/4"
107	CLT.	6 SF	ENGINEERED HARDWOOD FLOOR	GWB	GWB	VARIES
108	KITCHEN / DINING	454 SF	ENGINEERED HARDWOOD FLOOR	GWB	1x6 T&G	VARIES
UPPER LEVEL						
201	LANDING	63 SF	ENGINEERED HARDWOOD FLOOR	GWB	1x6 T&G	VARIES
202	OFFICE	54 SF	ENGINEERED HARDWOOD FLOOR	GWB	1x6 T&G	VARIES
203	BATH	64 SF	TILE	TILE, MOLD RESISTANT GWB	1x6 T&G	VARIES
204	BEDROOM	160 SF	ENGINEERED HARDWOOD FLOOR	GWB	1x6 T&G	VARIES
		1454 SF				



WINDOW SCHEDULE UPPER LEVEL						
Mark	Type	Rough Opening Width	Rough Opening Height	Head Height (BTM of HDR)	Sill Height (TOP of SILL)	Comments
UPPER LEVEL						
201	B	5'-0"	5'-0"	6'-0"	5'-0"	CASEMENT EGRESS
202	B	5'-0"	5'-0"	6'-0"	5'-0"	CASEMENT EGRESS
203	A	4'-0"	2'-0"	5'-0"	6'-0"	PICTURE TEMPERED
204	D	2'-6"	5'-0"	5'-0"	0"	PICTURE TEMPERED
205	B	5'-0"	5'-0"	5'-9 1/4"	9 1/4"	CASEMENT EGRESS, TEMPERED

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11251 SE 232nd AVE



DAMASCUS, OR 97089

MANZANITA CABIN B

TAX LOT:  
3N 10W TAX LOT 2600 + 2100

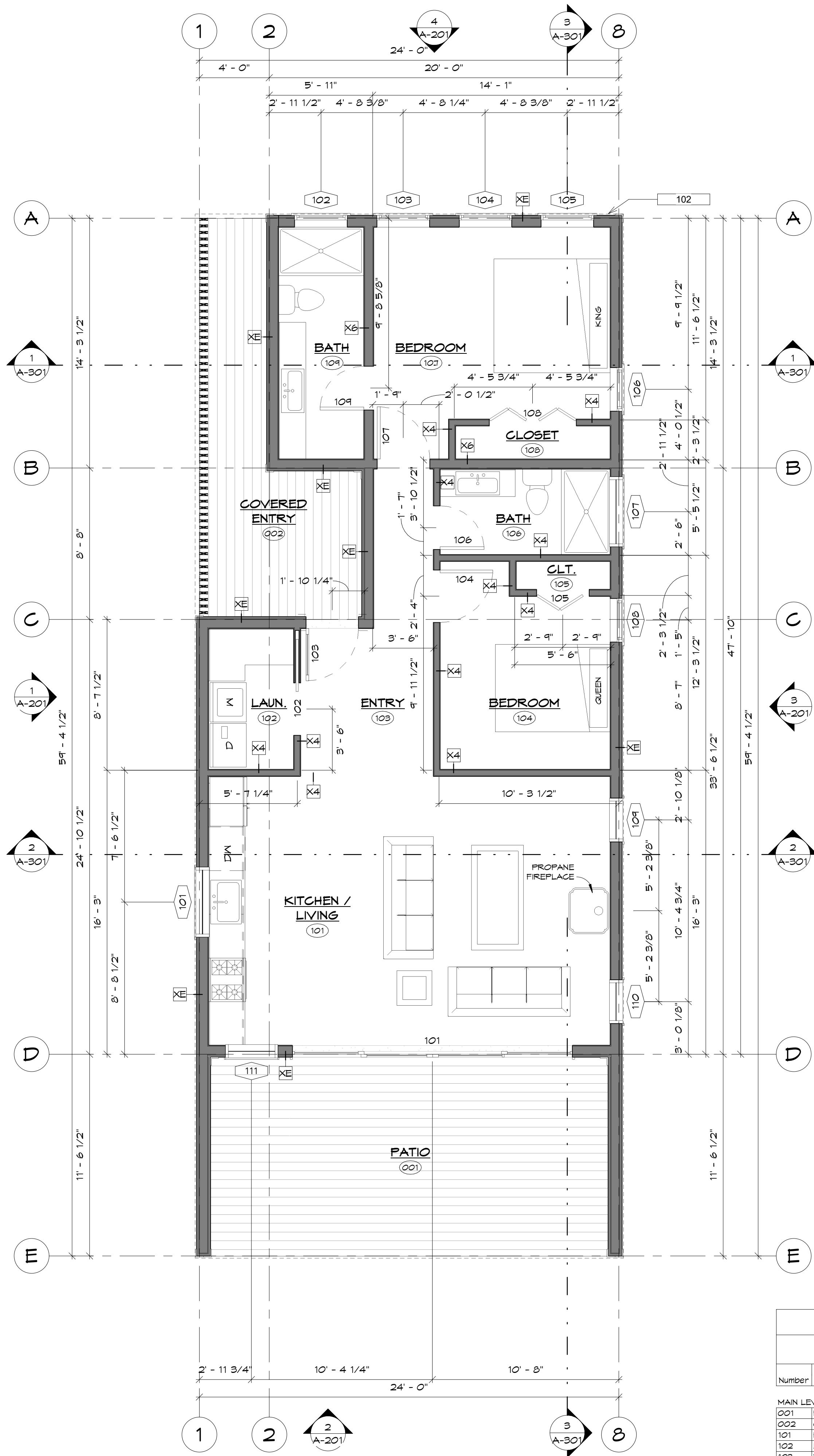
3D EXTERIOR VIEWS

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Drawing Index  
No. Date Description

A-002





#### AREA - CONDITIONED SPACE

NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 48"

CONDITIONED	1009 SF
MAIN LEVEL	1009 SF

OUTDOOR	139 SF
COVERED ENTRY	275 SF
COVERED PATIO	412 SF
GRAND TOTAL	1421 SF

#### KEYNOTES

101	METAL STANDING SEAM ROOFING MATERIAL 0/ SYNTHETIC UNDERLAYMENT, FBO
102	ROOF LINE ABOVE

#### Window Schedule Main Level

Mark	Type	Rough Opening Width	Head Height	Sill Height	Operation	Comments
MAIN LEVEL						
101	A	4' - 0"	4' - 6"	3' - 0"	PICTURE	TEMPERED
102	A	3' - 0"	3' - 0"	3' - 0"	PICTURE	TEMPERED
103	A	3' - 0"	3' - 0"	3' - 0"	PICTURE	TEMPERED
104	A	3' - 0"	3' - 0"	3' - 0"	PICTURE	TEMPERED
105	A	3' - 0"	3' - 0"	3' - 0"	PICTURE	TEMPERED
106	B	2' - 6"	5' - 0"	3' - 0"	CASEMENT	TEMPERED
107	VVV	4' - 0"	2' - 0"	3' - 0"	PICTURE	TEMPERED
108	B	2' - 6"	5' - 0"	3' - 0"	CASEMENT	TEMPERED
109	A	2' - 6"	3' - 0"	3' - 0"	PICTURE	TEMPERED
110	A	2' - 6"	3' - 0"	3' - 0"	PICTURE	TEMPERED
111	A	3' - 0"	4' - 6"	3' - 0"	PICTURE	TEMPERED
201	D	4' - 0"	2' - 0"	10' - 11 1/4"	PICTURE - PENTAGONAL	

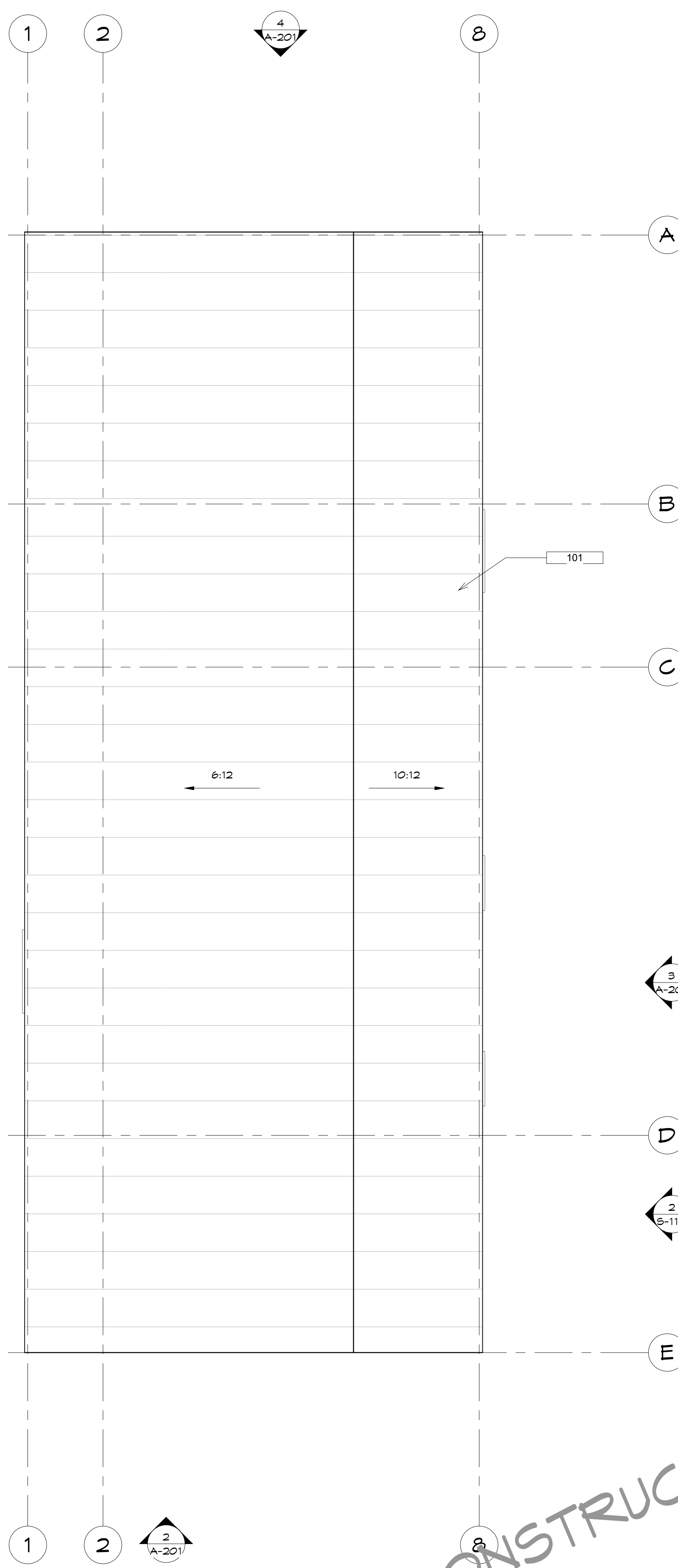
#### Door Schedule Main Level

Mark	Type	Width	Height	Operation	Comments
MAIN LEVEL					
101	C	16' - 0"	8' - 0"	DOUBLE SLIDING	
102	D	3' - 0"	8' - 0"	POCKET	
103	B	3' - 0"	8' - 0"	SWING	
104	A	3' - 0"	8' - 0"	SWING	
105	E	3' - 0"	8' - 0"	BIFOLD	
106	A	2' - 6"	8' - 0"	SWING	
107	A	3' - 0"	8' - 0"	SWING	
108	F	5' - 0"	8' - 0"	BIFOLD	
109	A	2' - 6"	8' - 0"	SWING	

#### Room Schedule

NOTE: ROOM AREA MEASURED FROM INTERIOR OF STUD WALL OR USEABLE SPACE.

Number	Name	Area	Floor Finish	Wall Finish	Ceiling Material	Height	Comments
MAIN LEVEL							
001	PATIO	254 SF	EPAY OR EQUIVALENT	N/A	1x6 T&G	VARIES	
002	COVERED ENTRY	139 SF	EPAY OR EQUIVALENT	N/A	1x6 T&G	VARIES	
101	KITCHEN / LIVING	355 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
102	LAUN.	34 SF	ENGINEERED HARDWOOD FLOORING	MOLD RESISTANT G&B	1x6 T&G	VARIES	
103	ENTRY	43 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
104	BEDROOM	104 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
105	CLT.	4 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
106	BATH	48 SF	TILE	TILE, MOLD RESISTANT G&B	1x6 T&G	VARIES	
107	BEDROOM	150 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
108	CLOSET	11 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
109	BATH	65 SF	TILE	TILE, MOLD RESISTANT G&B	1x6 T&G	VARIES	
		1280 SF					



11251 SE 232nd AVE



DAMASCUS, OR 97089

MANZANITA CABIN B

TAX LOT:  
3N 10W TAX LOT 2600 + 2100

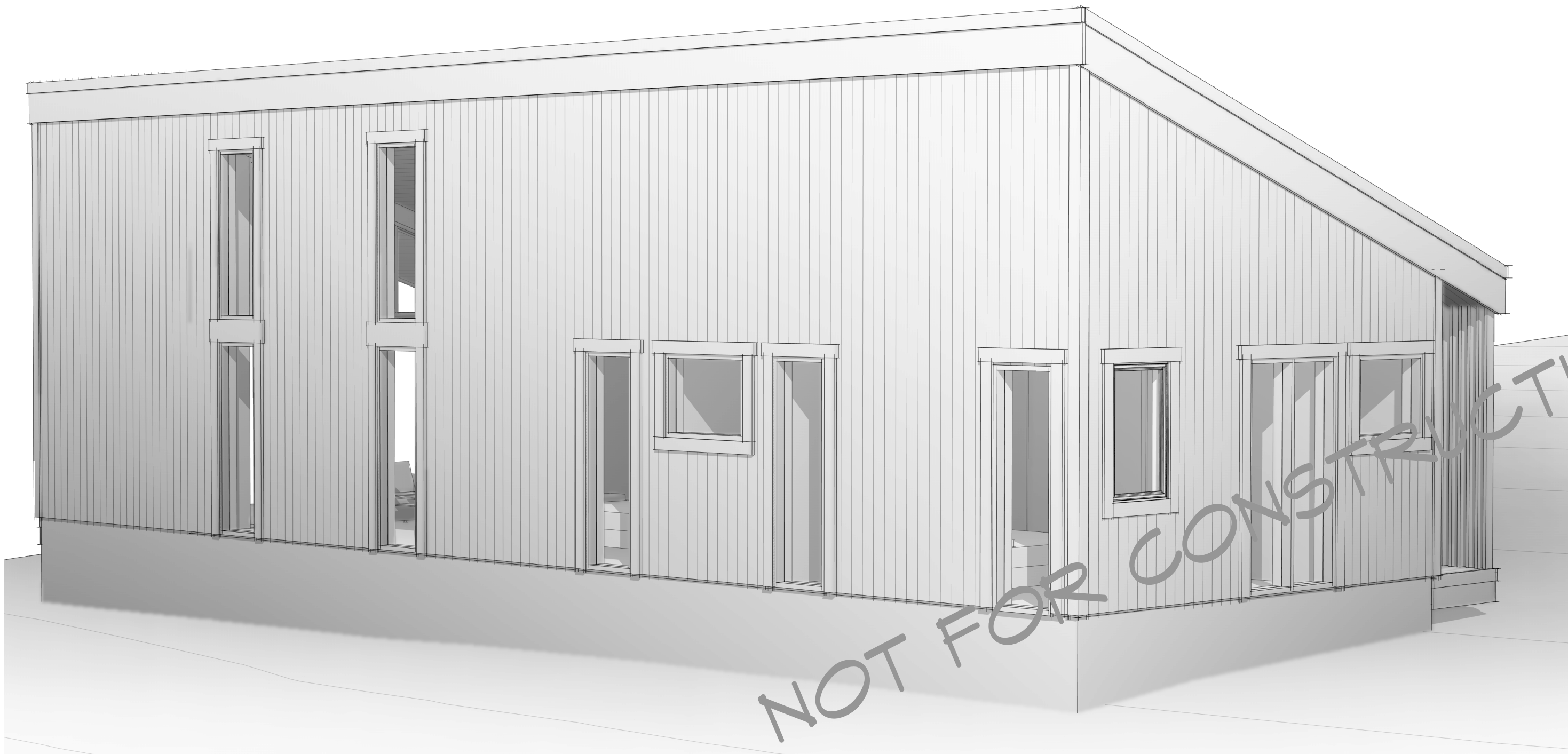
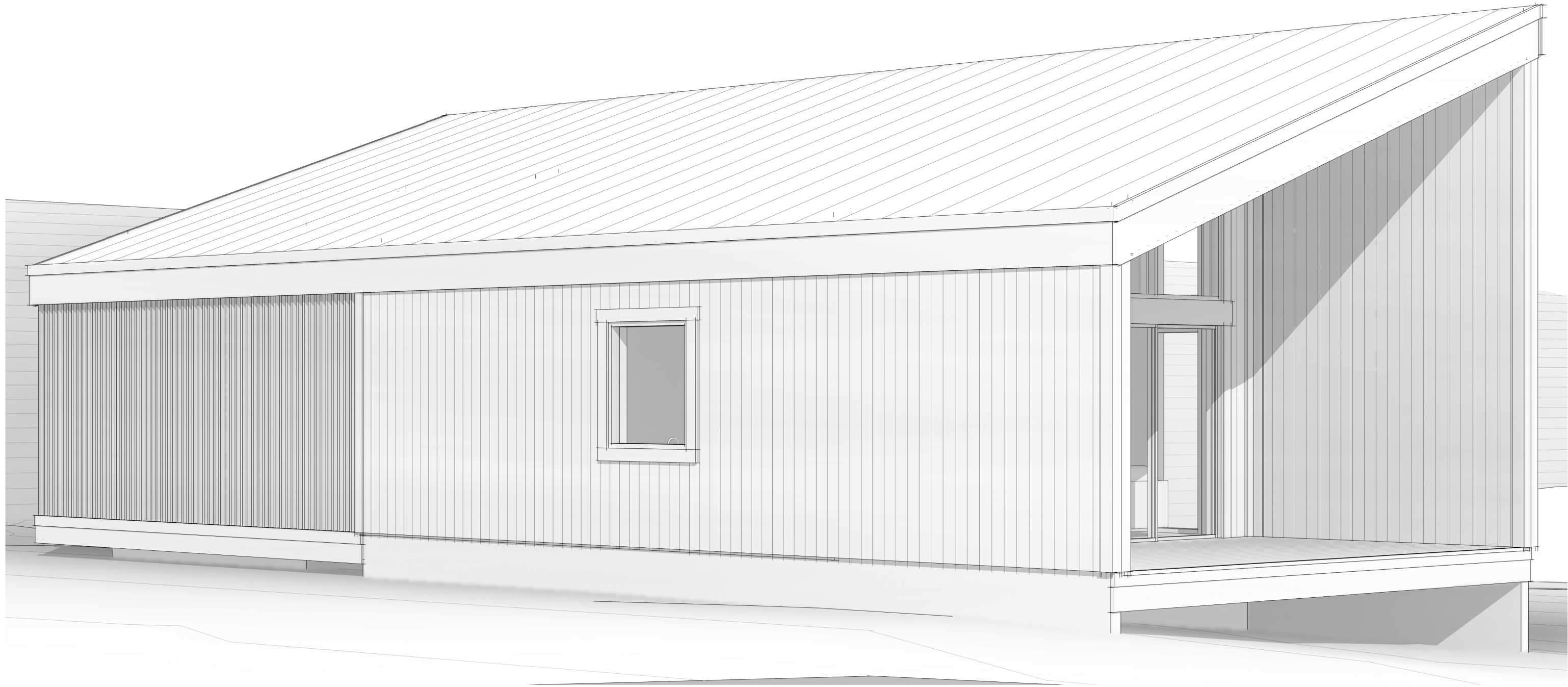
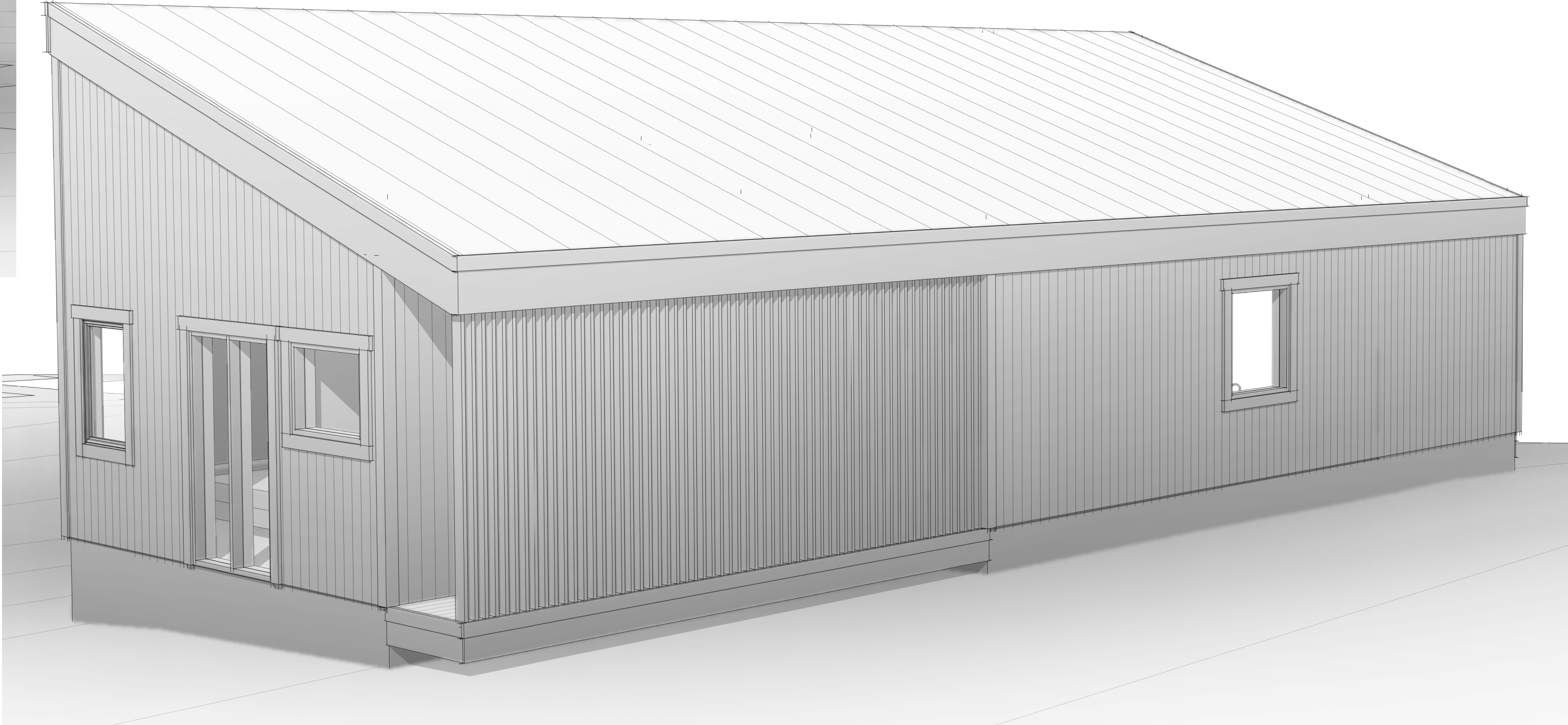
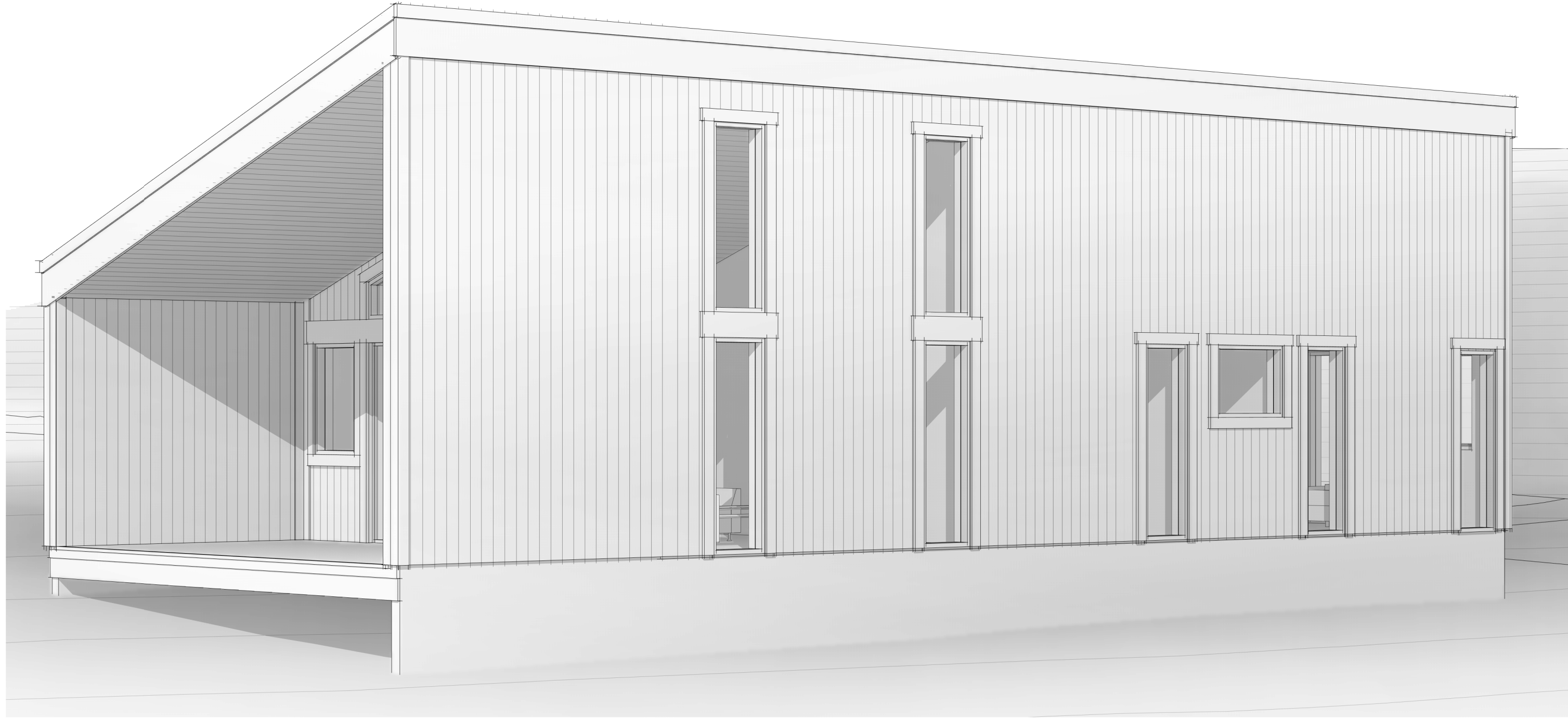
FLOOR AND ROOF  
PLAN

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Drawing Index  
No. Date Description

A-101

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11251 SE 232nd AVE



DAMASCUS, OR 97089

MANZANITA CABIN C

TAX LOT:  
3N 10W TA LOT 2600 + 2100

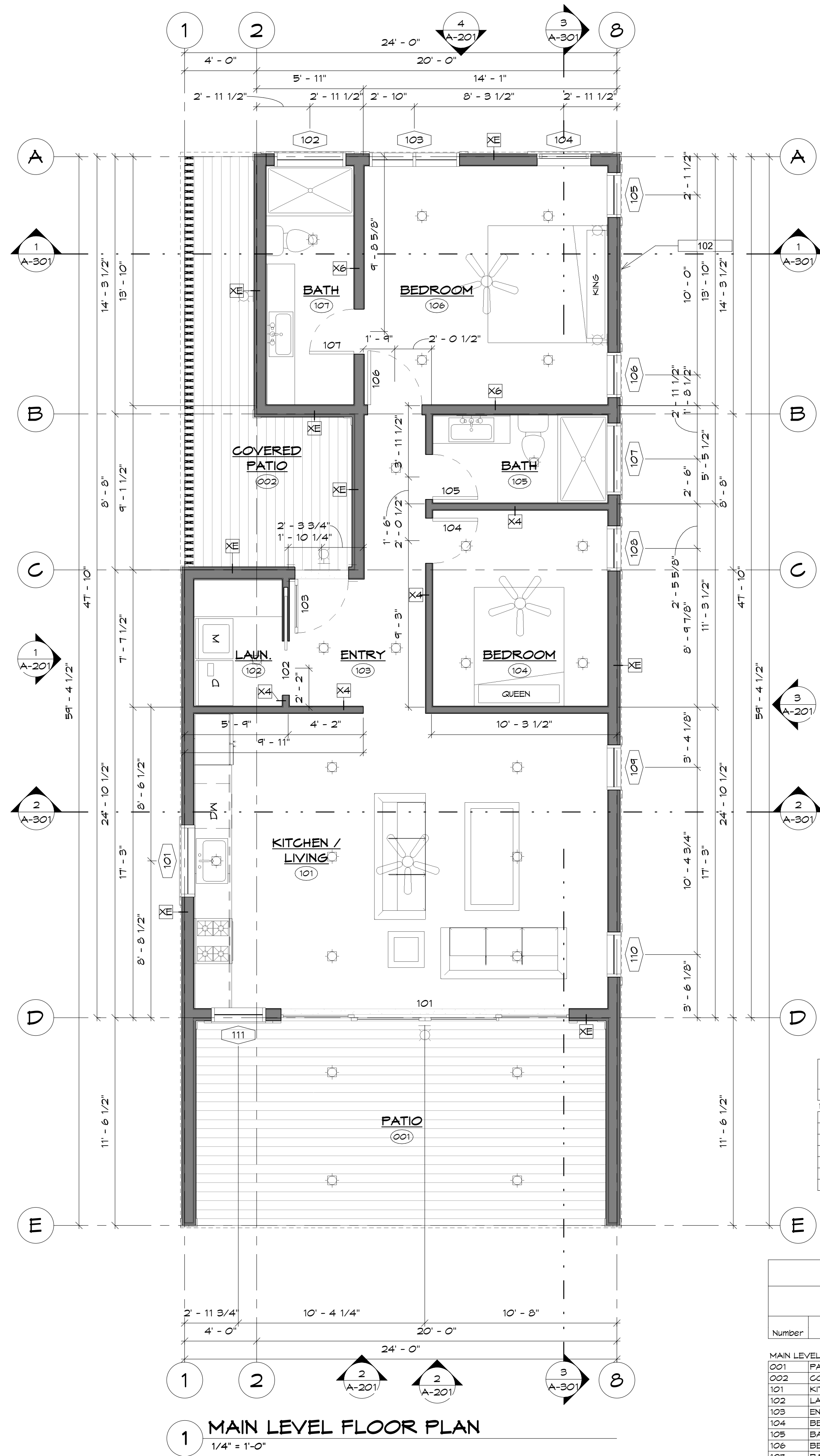
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Drawing Index  
No. Date Description

A-002





#### AREA - CONDITIONED SPACE

NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 40"

CONDITIONED	1009 SF
MAIN LEVEL	1009 SF

OUTDOOR	139 SF
COVERED ENTRY	273 SF
COVERED PATIO	412 SF
GRAND TOTAL	1421 SF

#### KEYNOTES

101	METAL STANDING SEAM ROOFING MATERIAL w/ SYNTHETIC UNDERLAYMENT, FBS
102	ROOF LINE ABOVE

#### Window Schedule Main Level

Mark	Type	Rough Opening Width	Rough Opening Height	Head Height (BTM of HDR)	Sill Height (TOP of SILL)	Operation	Comments
101	A	4'-0"	4'-6"	0'-0"	3'-6"	PICTURE	TEMPERED
102	A	4'-0"	3'-0"	0'-0"	5'-0"	PICTURE	TEMPERED
103	C	5'-0"	0'-0"	0'-0"	0"	PICTURE	TEMPERED
104	B	3'-0"	4'-6"	0'-0"	3'-6"	CASEMENT	EGRESS
105	A	2'-6"	0'-0"	T - 10 1/8"	-1 1/8"	PICTURE	TEMPERED
106	A	2'-6"	0'-0"	0'-0"	0"	PICTURE	TEMPERED
107	A	4'-0"	3'-0"	0'-0"	5'-0"	PICTURE	TEMPERED
108	A	2'-6"	0'-0"	0'-0"	0"	PICTURE	TEMPERED
109	A	2'-6"	0'-0"	0'-0"	0"	PICTURE	TEMPERED
110	A	2'-6"	0'-0"	0'-0"	0"	PICTURE	TEMPERED
111	A	3'-0"	4'-6"	0'-0"	3'-6"	PICTURE	TEMPERED
112	D	4'-0"	2'-0"	10'-11 1/4"	0'-11 1/4"	PICTURE	PENTAGONAL
201	A	2'-6"	T - 0"	15'-11 1/4"	0'-11 1/4"	PICTURE	
202	A	2'-6"	T - 0"	15'-11 1/4"	0'-11 1/4"	PICTURE	

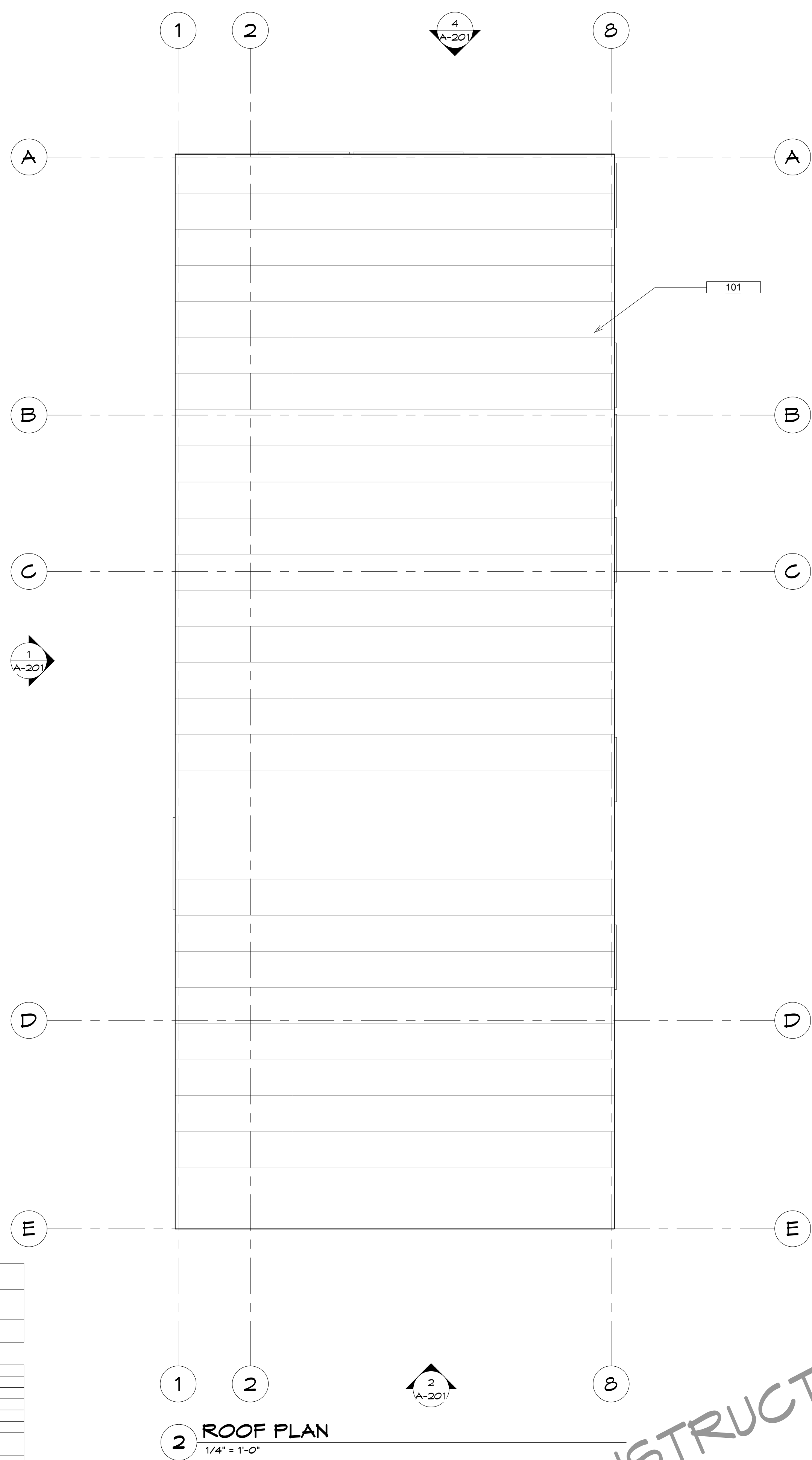
#### Door Schedule Main Level

Mark	Type	Width	Height	Operation	Comments
101	C	16'-0"	0'-0"	4 PANEL SLIDING DOOR	TEMPERED GLAZING
102	D	3'-0"	0'-0"	POCKET	
103	B	3'-0"	0'-0"	SWING	TEMPERED GLAZING
104	A	2'-6"	0'-0"	SWING	
105	A	2'-6"	0'-0"	SWING	
106	A	3'-0"	0'-0"	SWING	
107	A	2'-6"	0'-0"	SWING	

#### Room Schedule

NOTE: ROOM AREA MEASURED FROM INTERIOR OF STUD WALL OR USEABLE SPACE.

Number	Name	Area	Floor Finish	Wall Finish	Ceiling Material	Ceiling Height	Comments
001	PATIO	254 SF	EPAY OR EQUIVALENT	N/A	1x6 T&G	VARIES	
002	COVERED PATIO	133 SF	EPAY OR EQUIVALENT	N/A	1x6 T&G	VARIES	
101	KITCHEN / LIVING	371 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
102	LAUN.	35 SF	ENGINEERED HARDWOOD FLOORING	MOLD RESISTANT G&B	1x6 T&G	VARIES	
103	ENTRY	95 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
104	BEDROOM	106 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
105	BATH	48 SF	TILE	TILE, MOLD RESISTANT G&B	1x6 T&G	VARIES	
106	BEDROOM	174 SF	ENGINEERED HARDWOOD FLOORING	G&B	1x6 T&G	VARIES	
107	BATH	65 SF	TILE	TILE, MOLD RESISTANT G&B	1x6 T&G	VARIES	
		1287 SF					



11251 SE 232nd AVE



DAMASCUS, OR 97089

MANZANITA CABIN C

TAX LOT:  
3N 10W TA LOT 2600 + 2100

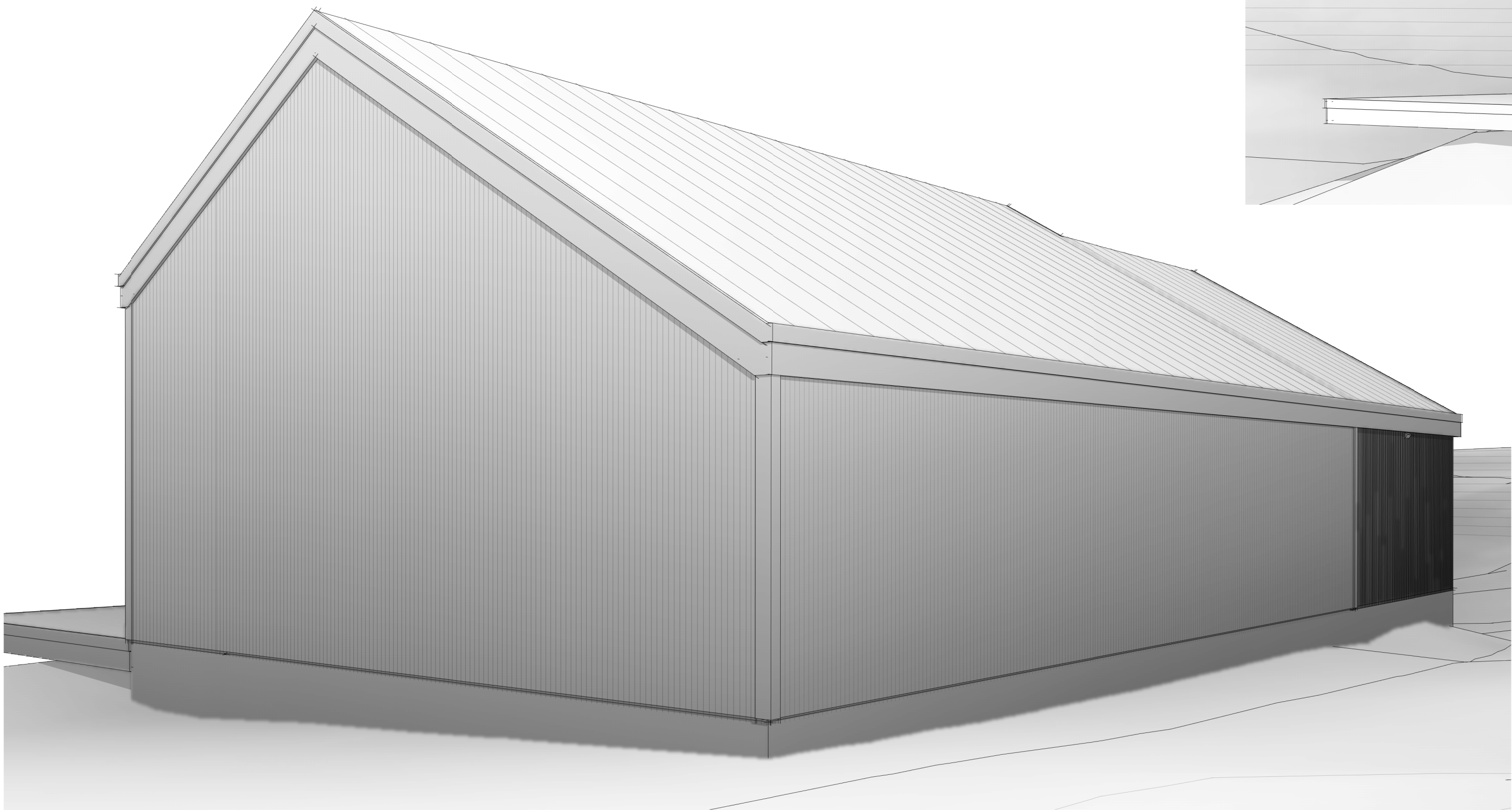
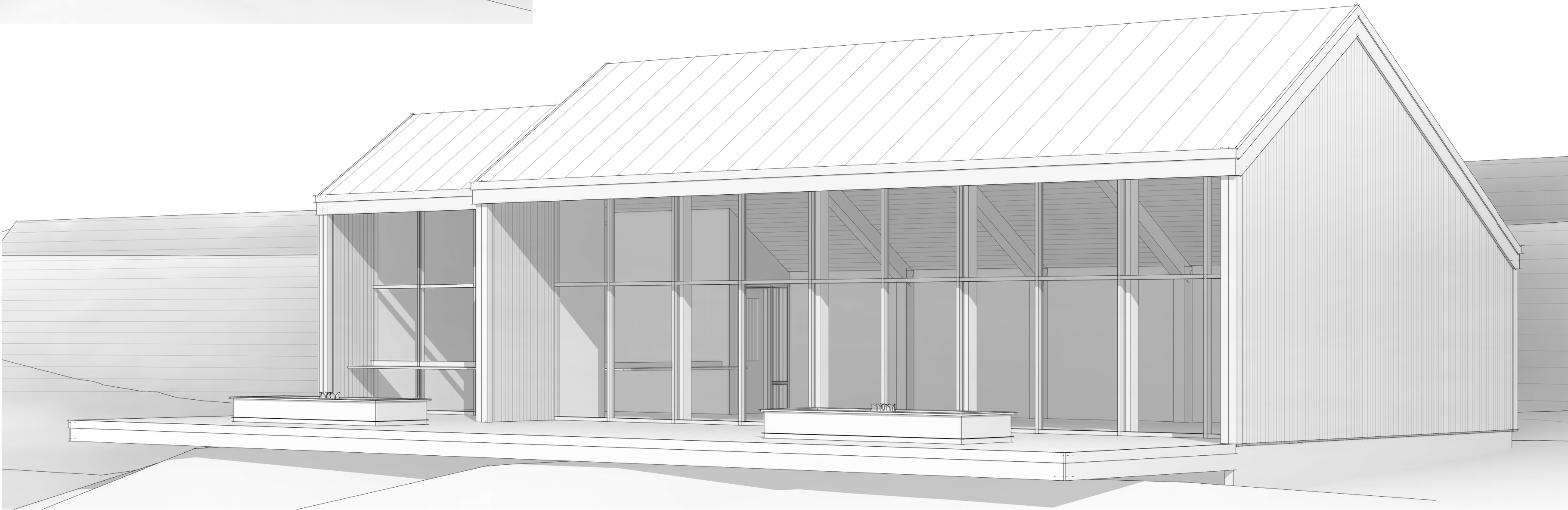
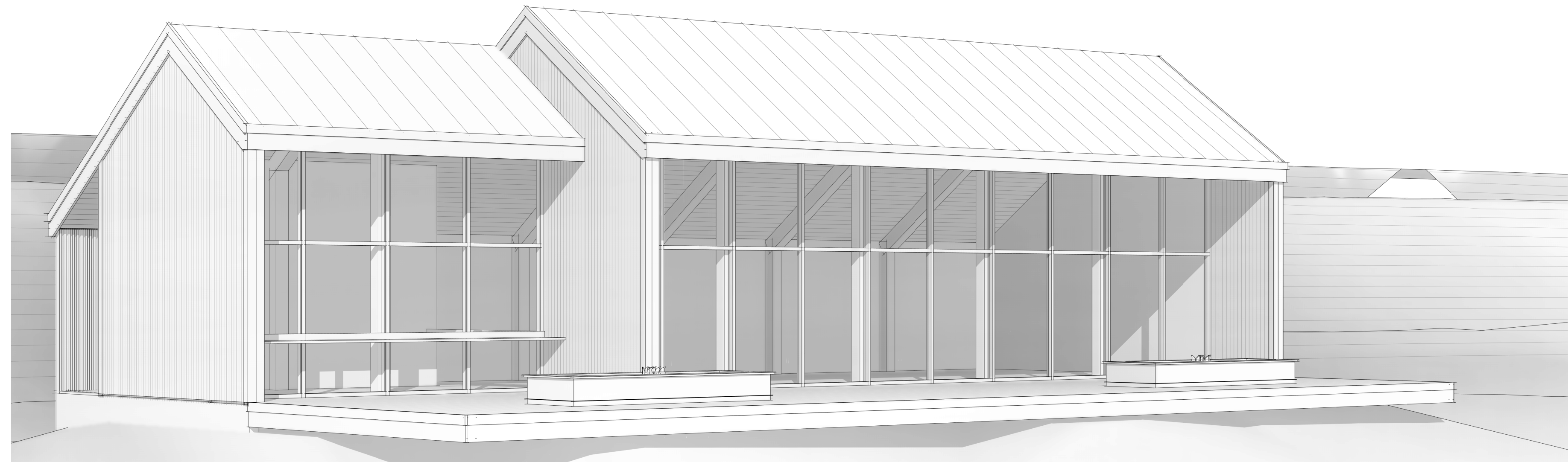
MAIN LEVEL FLOOR  
PLAN

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Drawing Index  
No. Date Description

A-101

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11251 SE 232nd AVE



DAMASCUS, OR 97089

COMMUNITY BUILDING  
11474 SUNNYVIEW RD.  
SILVERTON, OR 97317

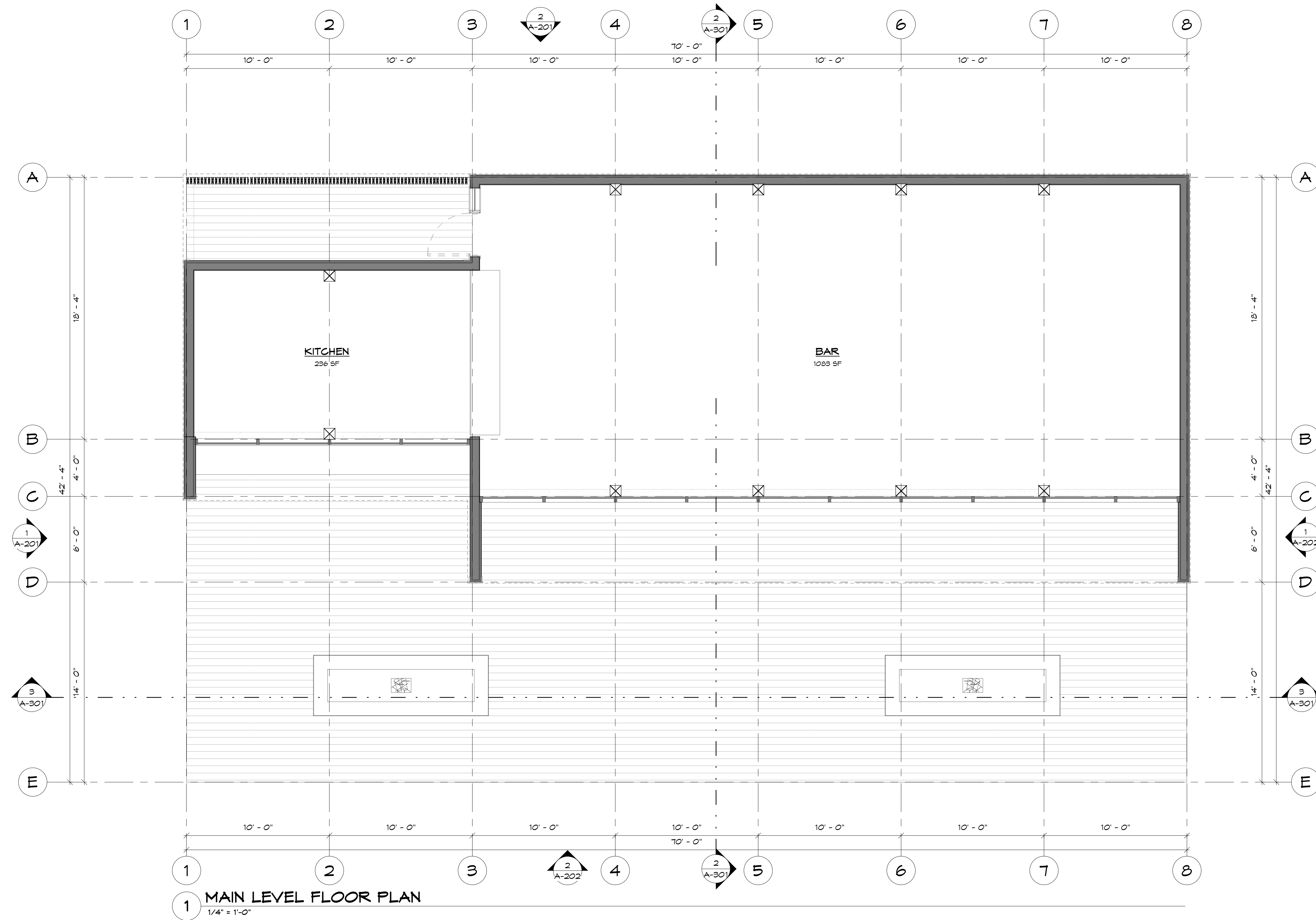
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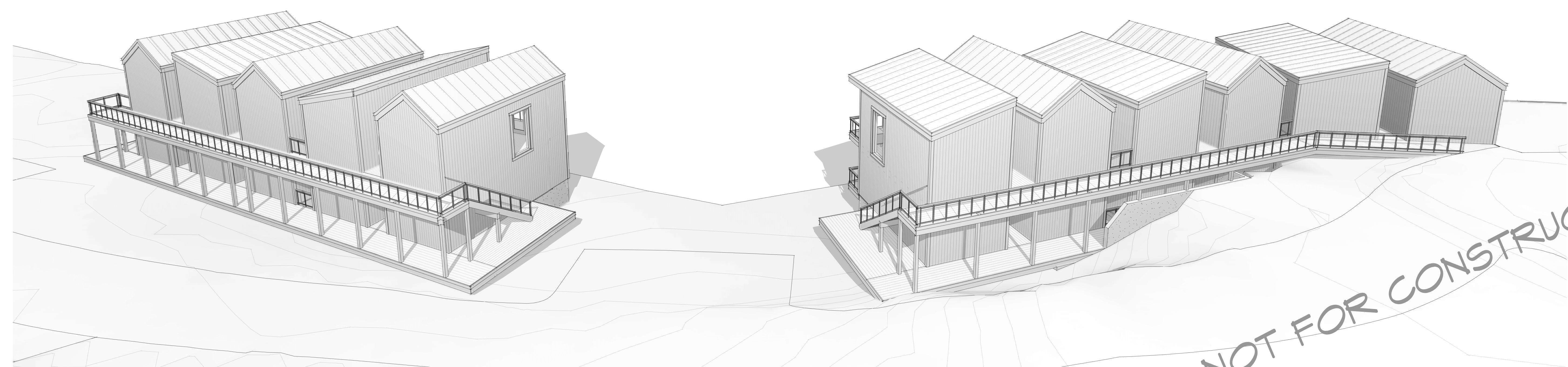
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DAMASCUS, OR 97089



MANZANITA HOTEL

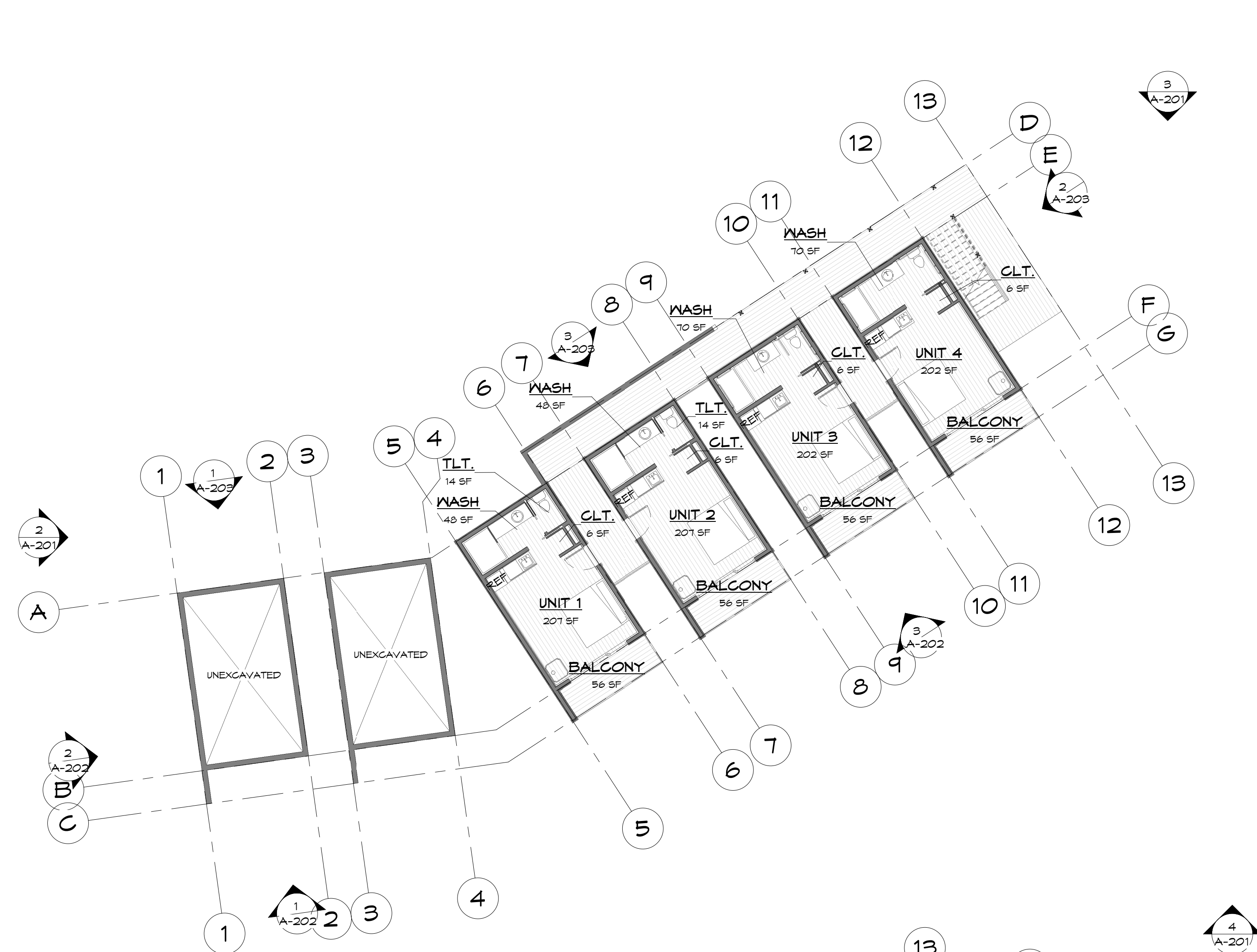
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3N 10W TAX LOT 2600 + 2100

3D EXTERIOR VIEWS

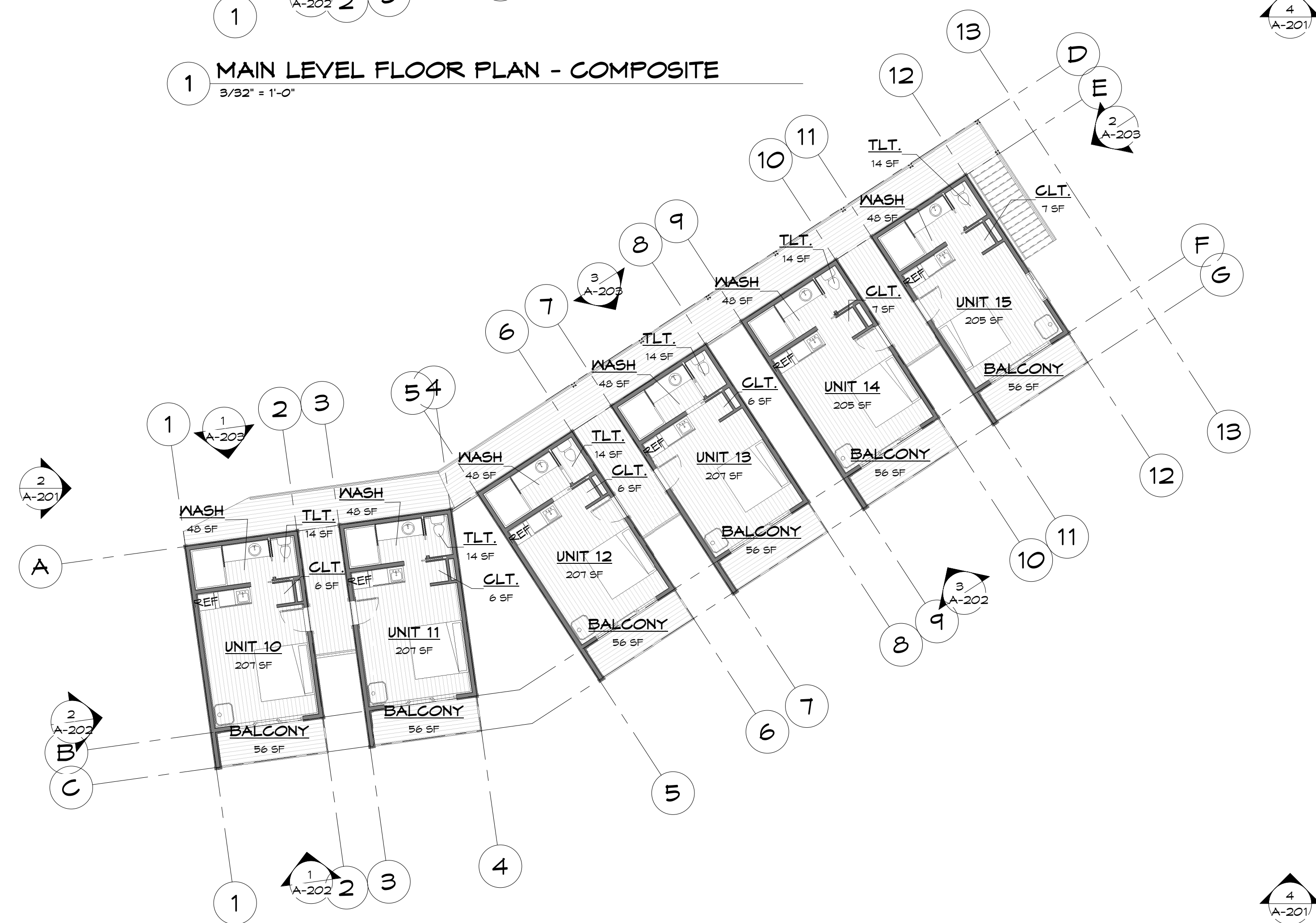
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No.	Date	Description

A-002

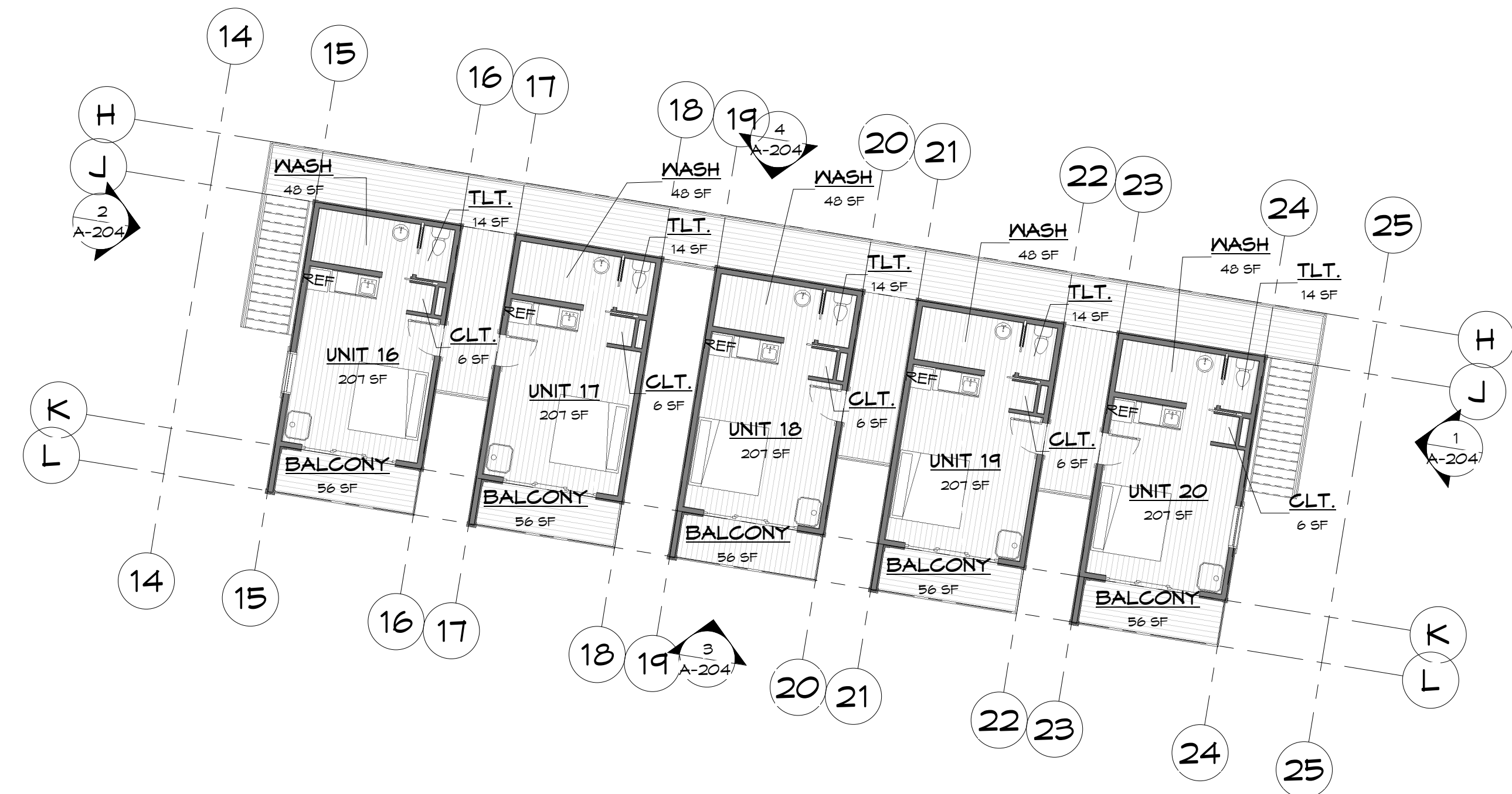
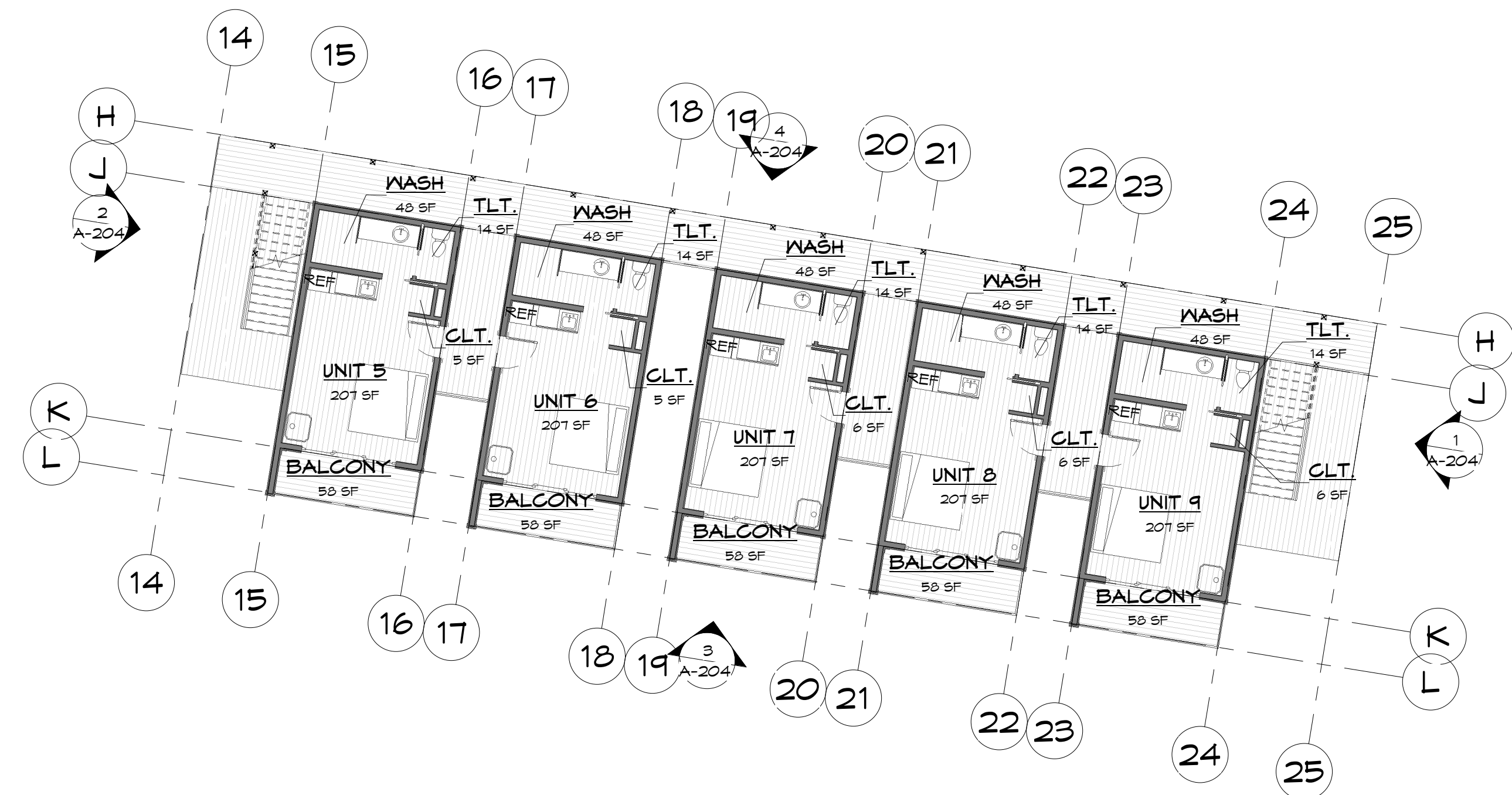




1 MAIN LEVEL FLOOR PLAN - COMPOSITE  
3/32" = 1'-0"



2 UPPER LEVEL FLOOR PLAN - COMPOSITE  
3/32" = 1'-0"



11251 SE 232nd AVE



DAMASCUS, OR 97089

MANZANITA HOTEL

TAX LOT:  
3N 10W TAX LOT 2600 + 2100

COMPOSITE FLOOR  
PLANS

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No. Date Description

A-101

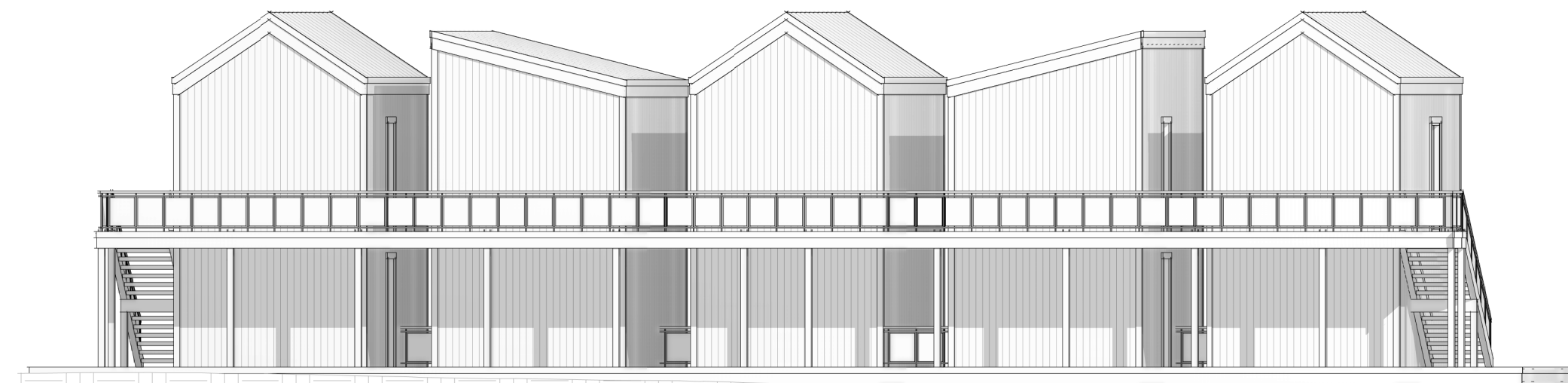
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2 WEST ELEVATION - COMPOSITE  
3/32" = 1'-0"



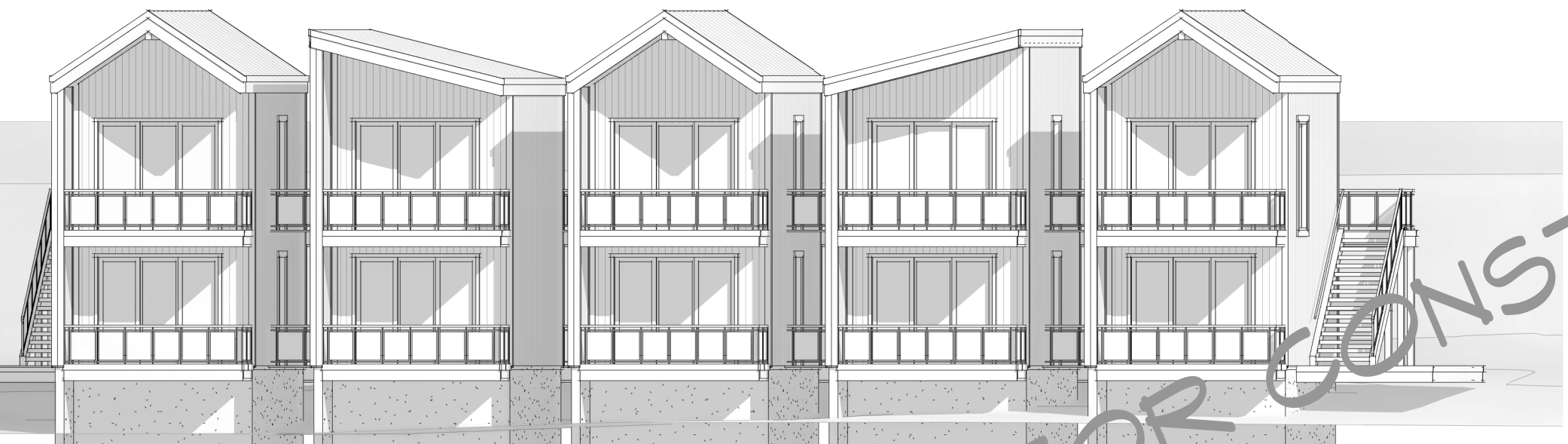
1 EAST ELEVATION - COMPOSITE  
3/32" = 1'-0"



3 NORTH ELEVATION - COMPOSITE  
3/32" = 1'-0"



4 SOUTH ELEVATION - COMPOSITE  
3/32" = 1'-0"



11251 SE 232nd AVE



DAMASCUS, OR 97089

MANZANITA HOTEL  
TAX LOT:  
3N 10W TAX LOT 2600 + 2100

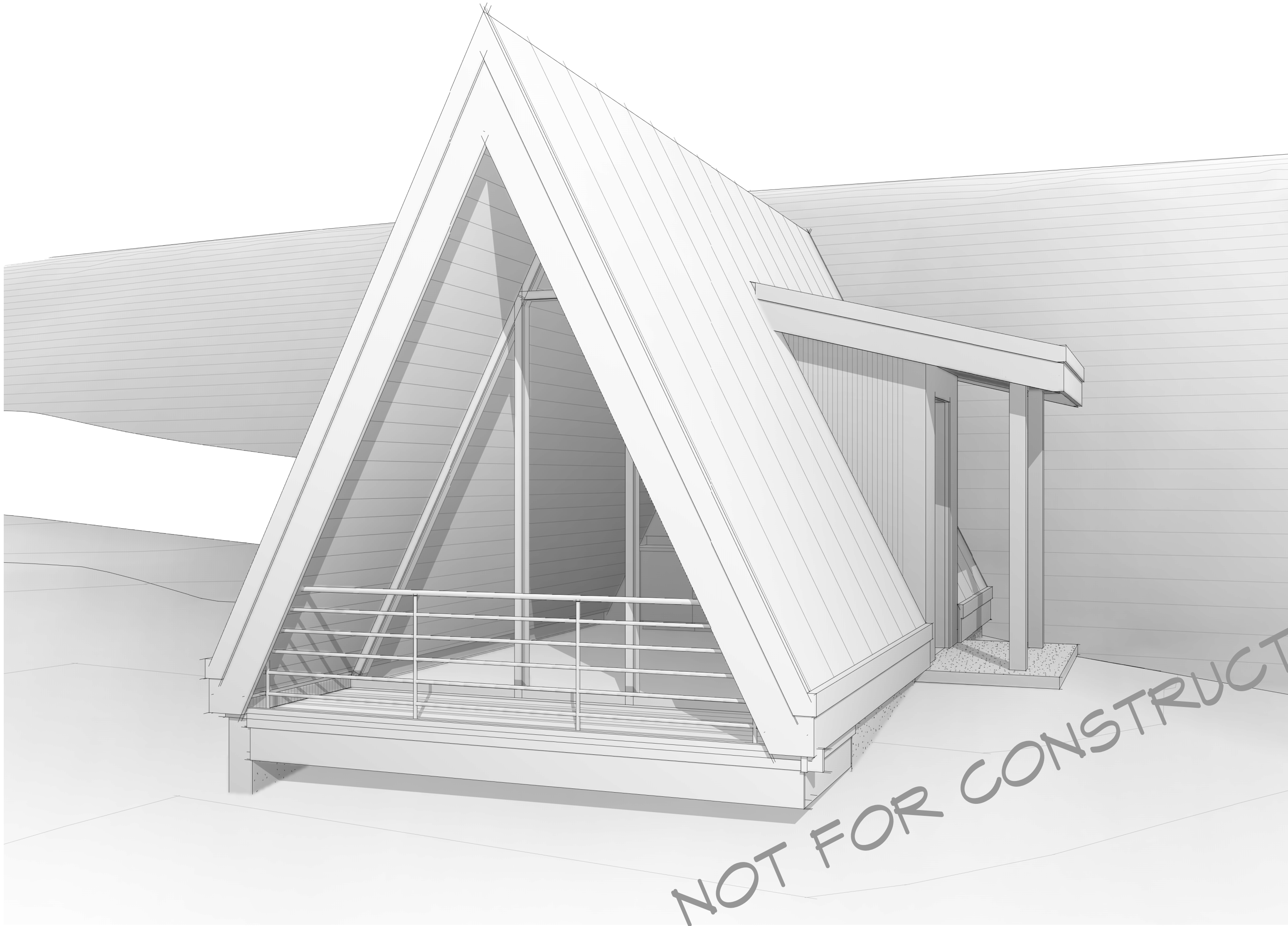
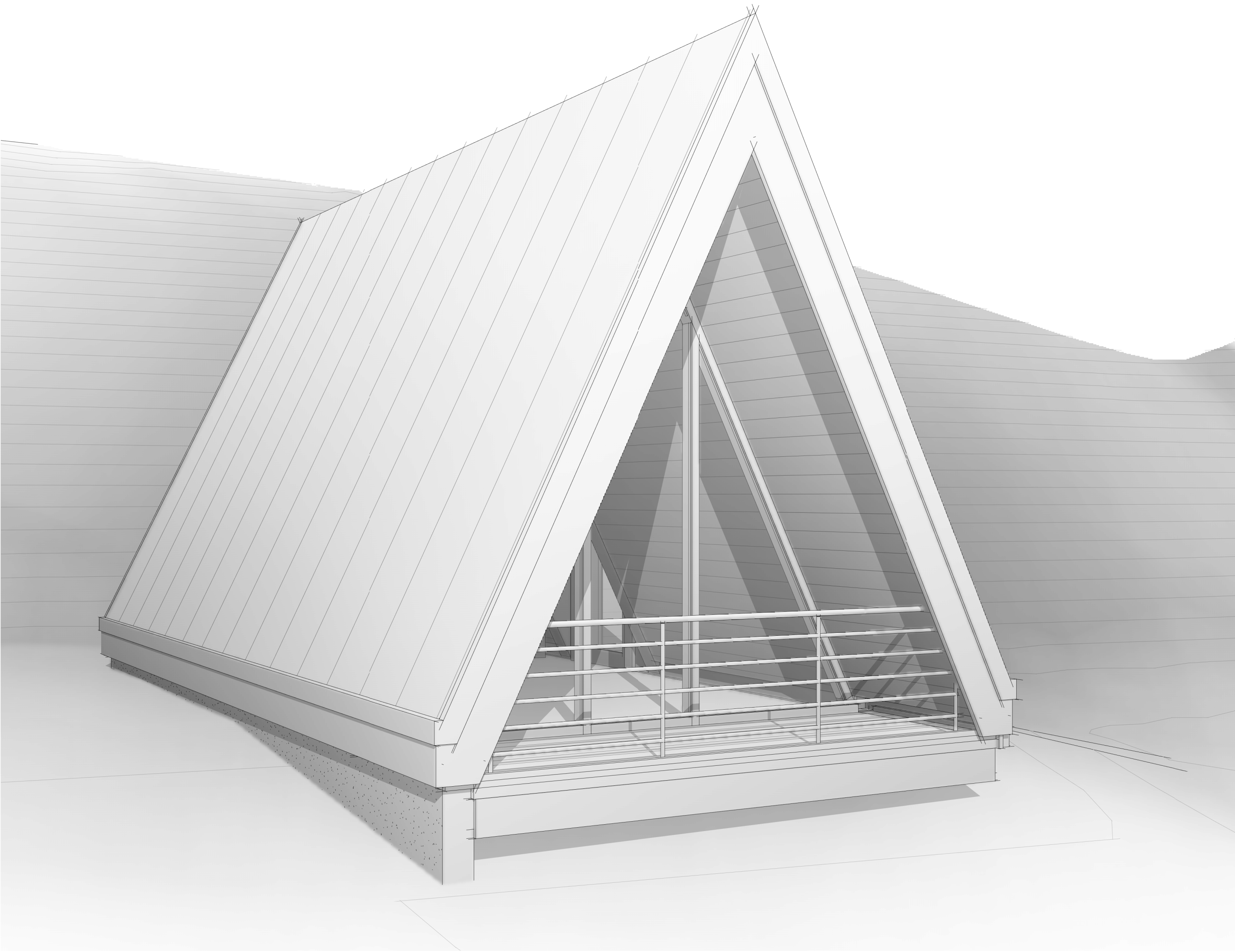
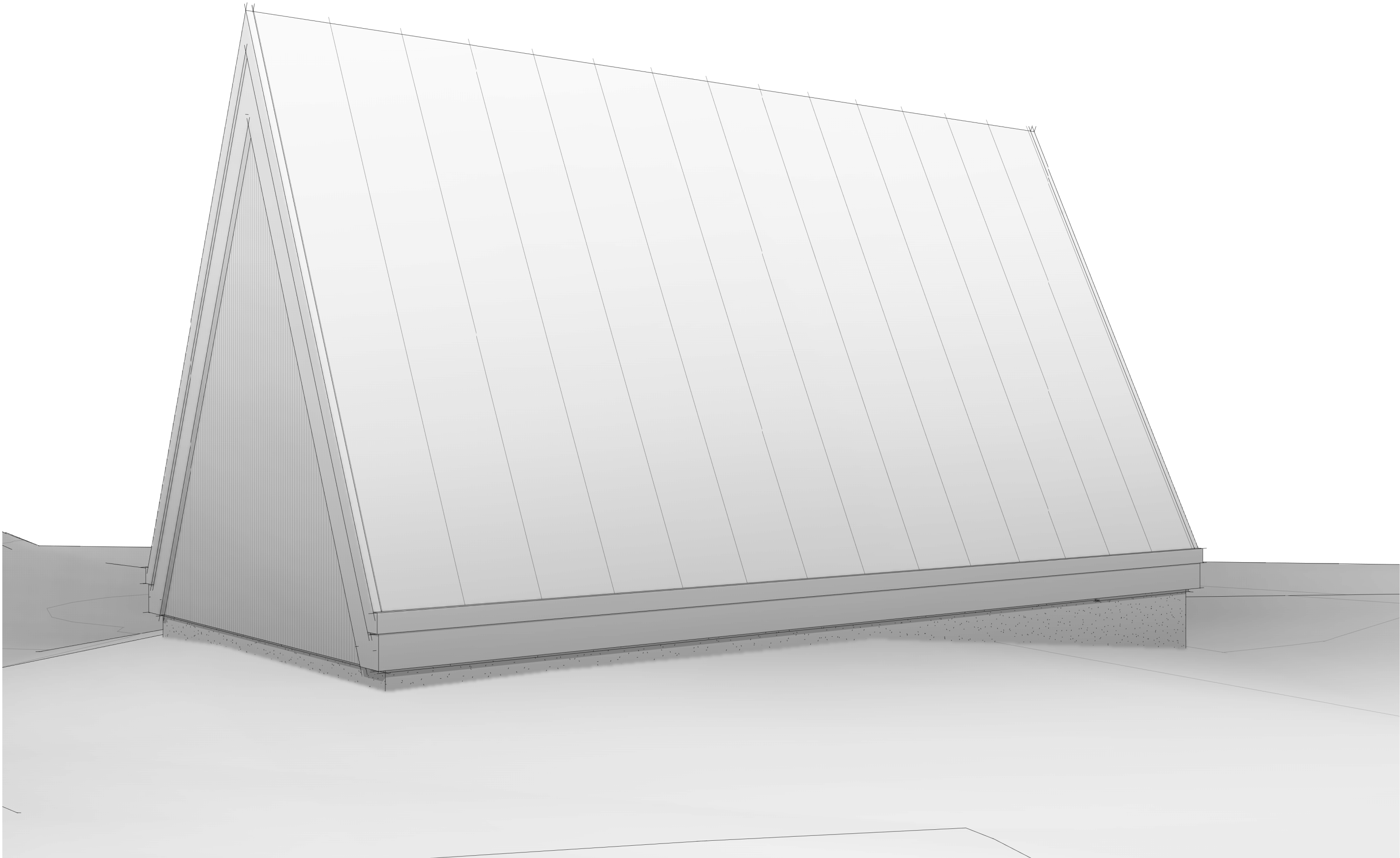
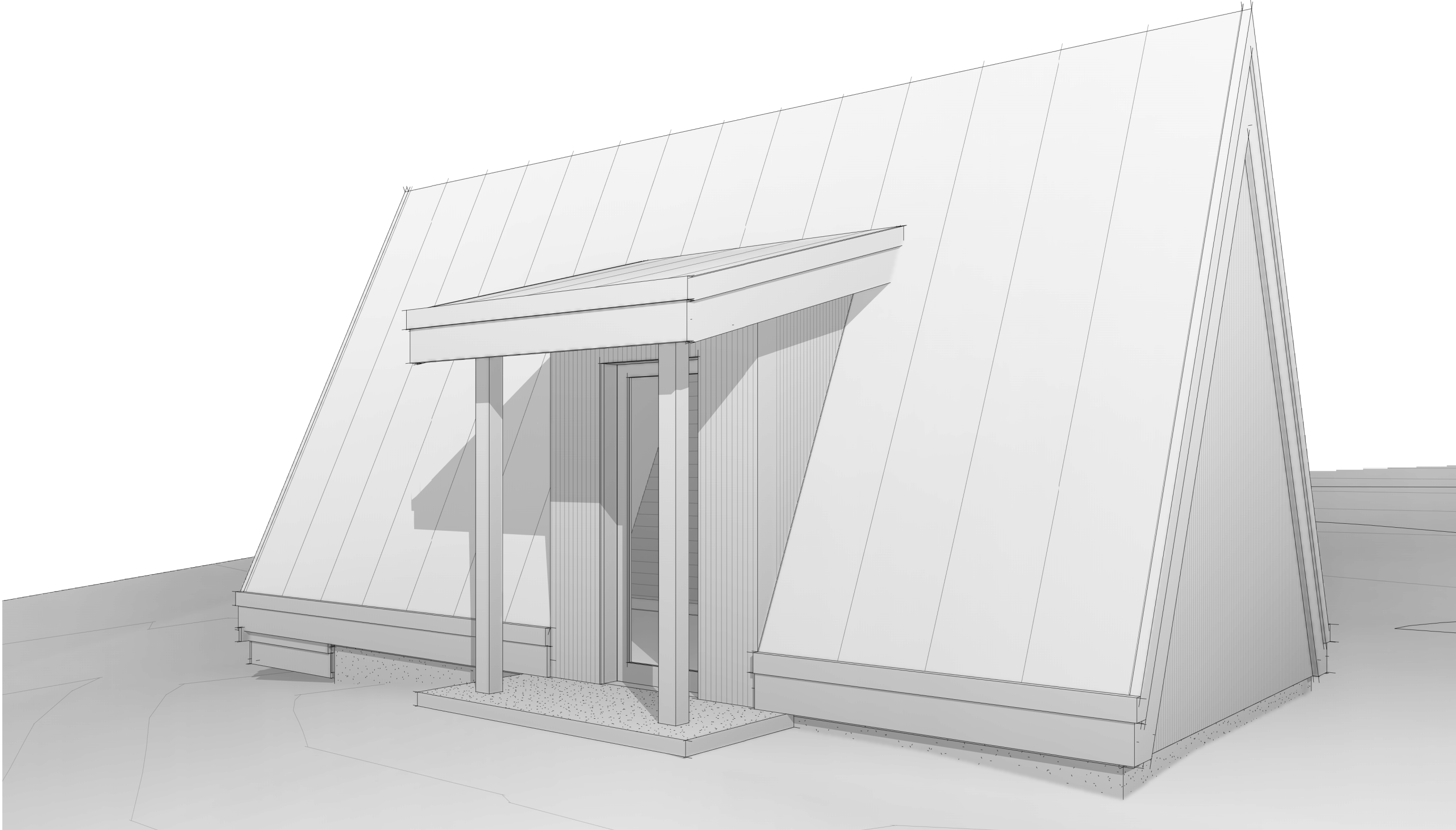
ELEVATIONS -  
COMPOSITE

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No. Date Description

A-201



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DAMASCUS, OR 97089

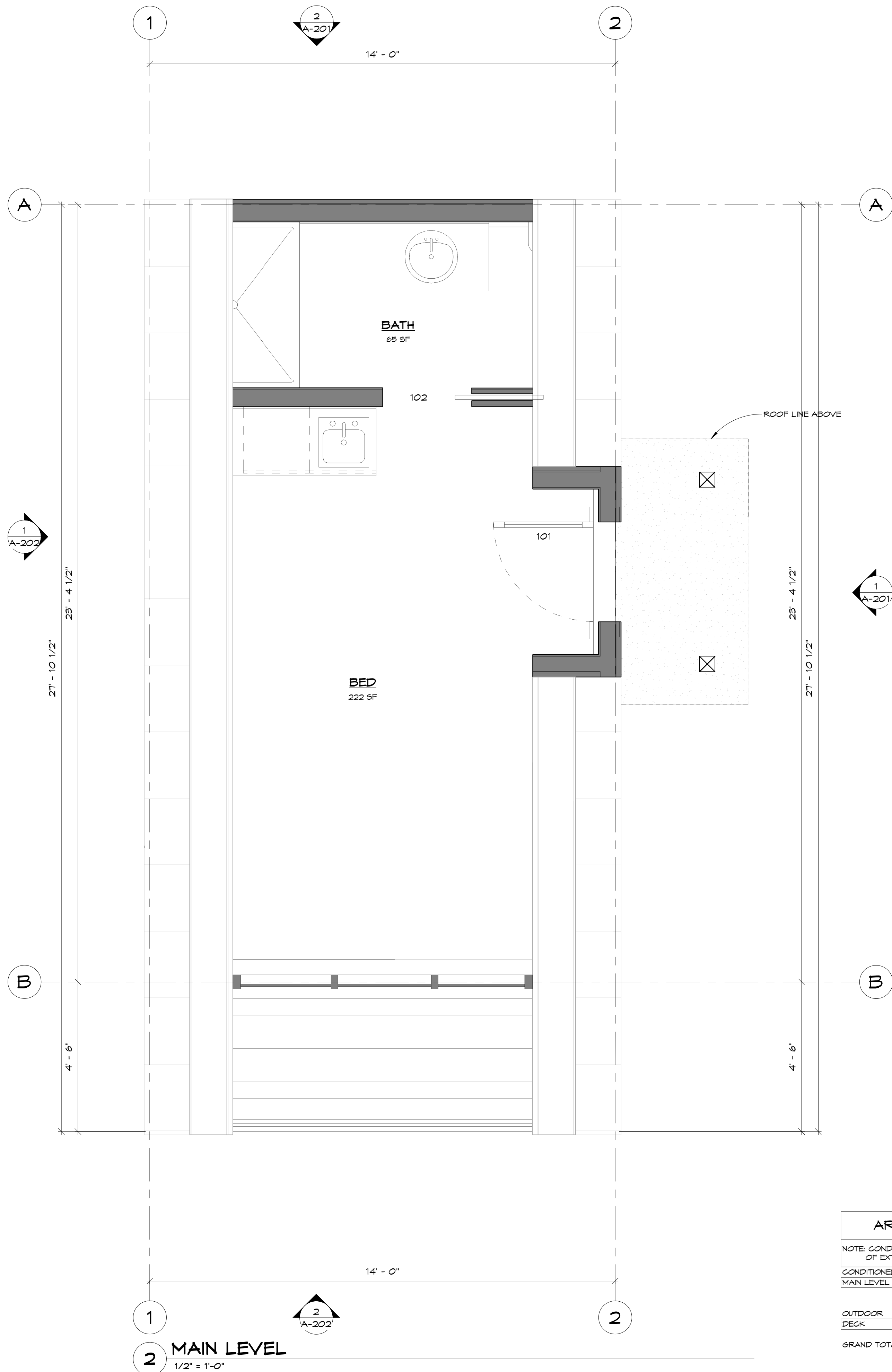
MANZANITA MICRO CABINS  
TAX LOT:  
3N 10W TAX LOT 2600 + 2100

3D EXTERIOR VIEWS

Drawn By  
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PM

Drawing Index  
No. Date Description

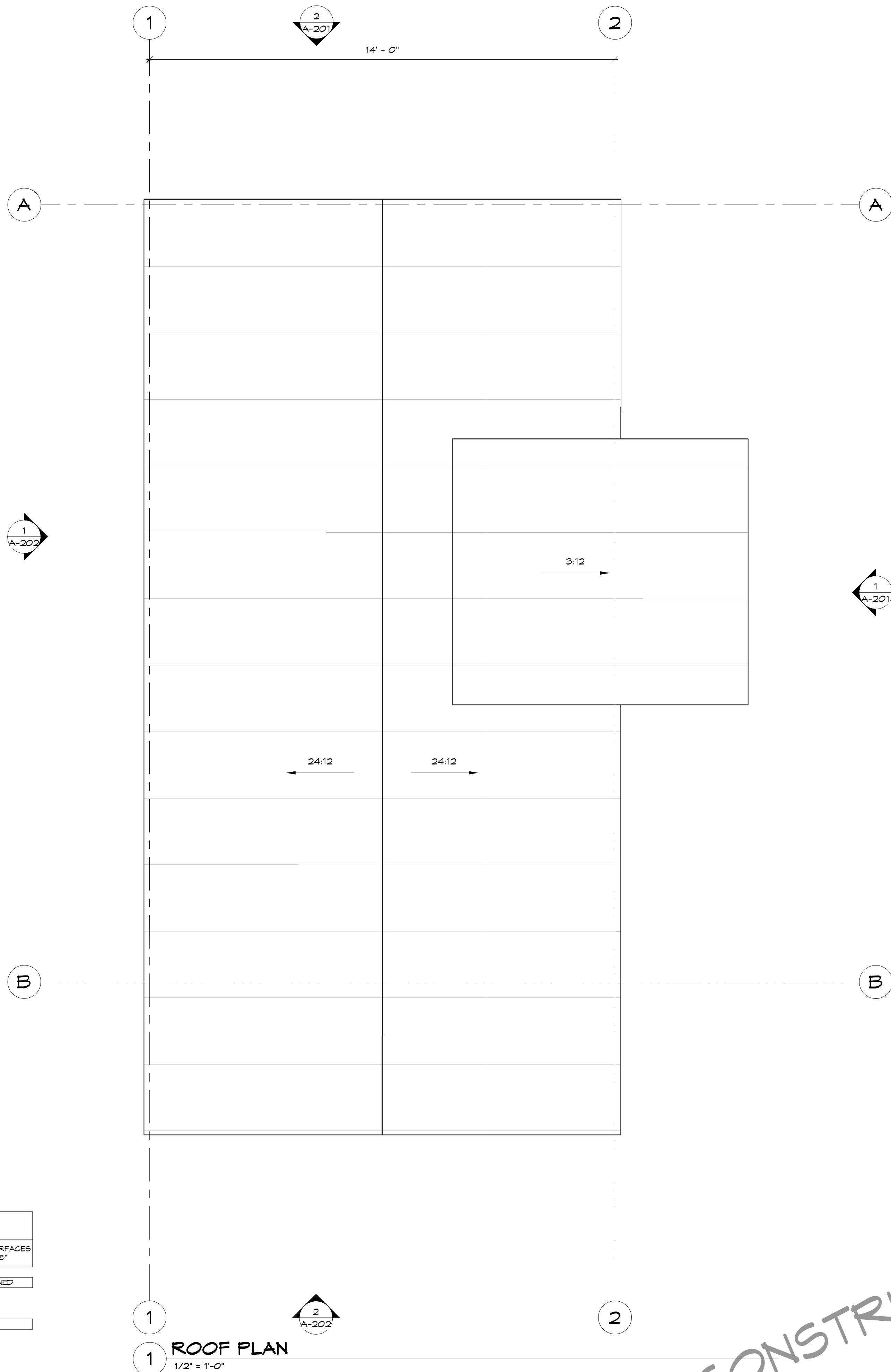
A-002



Door Schedule Main Level					
Mark	Type	Width	Height	Operation	Comments
MAIN LEVEL					
101	B	3' - 0"	8' - 0"	SWING	
102	BBBB	2' - 0"	6' - 0"		

Room Schedule							
NOTE: ROOM AREA MEASURED FROM INTERIOR OF STUD WALL OR USEABLE SPACE.							
Number	Name	Area	Floor Finish	Wall Finish	Ceiling Material	Height	Comments
MAIN LEVEL							
148	BED	222 SF					
149	BATH	65 SF					
		287 SF					

AREA - CONDITIONED SPACE			
NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 48"			
CONDITIONED		331 SF	CONDITIONED
MAIN LEVEL		331 SF	
OUTDOOR DECK		62 SF	OUTDOOR
GRAND TOTAL		393 SF	



Window Schedule Main Level							
Mark	Type	Rough Opening Width	Height	Head Height (BTM of HDR)	Sill Height (TOP of SILL)	Operation	Comments
MAIN LEVEL							
101	B	3' - 0"	8' - 0"				
102	BBBB	2' - 0"	6' - 0"				





## STAFF REPORT

**TO:** Manzanita Planning Commission

**FROM:** Walt Wendolowski, Contract Planner

**SUBJECT:** Manzanita Lofts Planned Unit Development – Continuation Staff Report

**DATE:** May 9, 2022

### I. BACKGROUND

- A. APPLICANT: Vito Cerelli.
- B. PROPERTY LOCATION: The property is located at the approximate southwest corner of Dorcas Lane and Classic Street. Classic Street borders the property along the east. The site address is 698 Dorcas Lane and the County Assessor places the property within Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; and, Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600.
- C. MAPPED AREA: Tax Lot #2100 – 3.42 acres; Tax Lot #2600 – 0.41 acres for 3.83 total acres.
- D. EXISTING DEVELOPMENT: The vacant subject area fronts two public streets and public services are available.
- E. ZONING: The property is zoned Special Residential/Recreation Zone (SR-R).
- F. ADJACENT ZONING AND LAND USE: Property to the north is zoned High Density Residential (R-3) and contains a mix of single-family homes. All remaining adjacent land is zoned SR-R and includes a golf course and residences to the west and south, and, residential development to the east.
- G. REQUEST: The applicant is requesting approval of a Planned Unit Development to construct a hotel complex.
- H. DECISION CRITERIA: This application will be evaluated against the Planned Unit Development criteria listed in Ordinance 95-4 Section 4.136; and, the Special Residential/Recreational Zone standards in Ordinance 95-4 Section 3.030.

## II. APPLICATION HISTORY

- A. The Planning Commission originally reviewed this request at their March 21, 2002 meeting. At the conclusion of the meeting, the Commission voted to continue the matter until the April 18 hearing, allowing the applicant to provide additional information regarding, traffic, wetlands and open space.
- B. The applicant was unable to submit the requested information to City staff to meet the April hearing deadline. To ensure a complete and proper review of the material, the applicant request the Commission continue the matter to the May 16, 2022, Commission meeting. The Commission approved the continuation.
- C. The applicant submitted additional material. Given the scope of the application, this this document is effectively a new report that incorporates the original material and well as the material recently submitted.

## III. APPLICATION SUMMARY

- A. The applicant wishes to create a 34-unit hotel complex on the subject property that will feature a combination of loft units, and, large and small cabins. The project includes the following:
  - 1. The north end of the site will contain 19 studio hotel rooms, each designed to contain approximately 350 square feet in area. There will be a total of 11 buildings with eight designed to contain two units and three single units. The hotel design is attached as “Manzanita Hotel”.
  - 2. The second component is a community building for meetings or gatherings. This building is located directly south of the 19 hotel units. For the record, this building will not contain a restaurant. The building design is attached as “Community Building”.
  - 3. South of the community building are nine additional rental units. These are one- and two-story structures each contain approximately 1,000 square feet. This report includes three alternate building designs attached as “Manzanita Cabin A, B and C”.
  - 4. As the south end of the site are six, single-story cabins, identified as micro-cabins. These A-frame cabins surround a shared open space. The design is included as “Manzanita Micro Cabins”.
  - 5. The site plan identifies 43 parking spaces with 12 spaces near the 19-unit hotel; 10 spaces next to the community building; 14 spaces opposite the

nine large cabins; and, 7 spaces adjacent to the six mini-cabins. The plan also identifies 14,800 square feet of open space.

6. A private roadway will run along the east side of the site, serving the entire site. Required public facilities will also be located within this roadway.
- B. Section 3.030(2)(h) permits a “motel, hotels, including an eating and drinking establishment therewith” in the Special Residential/Recreation Zone. The proposed hotel complex is therefore allowed. In addition, Subsection (4)(c) requires the Planning Commission to use the Planned Unit Development procedures in Section 4.136 when evaluating an application.
- C. This application and review are considering the planned development layout, specifically the building and open space locations, roadway and parking provisions. This application does not include a design review for any of the structures. While Section 4.150 requires a design review for all new construction, this requirement is limited only to the C-1, LC and R-4 zones. Design review does not apply to SR-R zone. Regardless, if approved, the Commission has the authority to condition their decision on the final layout substantially conforming to the proposal, including the relative size, position and design of the buildings.
- D. The zoning map on the City’s website identifies a right-of-way where the subject property is located. This is in error. The County Assessor maps clearly show the two tax lots without an intervening right-of-way.

#### IV. PLANNED UNIT DEVELOPMENT PROVISIONS

- A. Planned unit development procedures in Section 4.136 are used to evaluate development proposals in the SR-R zone. Applicable provisions are reviewed in the following subsections:
  1. Section 4.136.1., reviews the purpose of a planned development. Briefly, a "planned development" permits the application of greater freedom of design in land development than may be possible under a strict interpretation of the provisions of this Ordinance.

FINDINGS: Generally, this is not applicable to the request as this is a straight commercial project that will not incorporate modifications to the applicable design standards. The planned unit development approach is a requirement, but not a necessity to achieve the project’s objective.
  2. Section 4.136.2., establishes the following standards and requirements:



- (a) A planned development may include any uses and conditional uses permitted in any underlying zone. Standards governing area, density, yards, off-street parking, or other requirements shall be guided by the standards that most nearly portray the character of the zone in which the greatest percentage of the planned development is proposed.
- (b) The developer may aggregate the dwellings in this zone in "cluster" or multiple- dwelling structures so long as it does not exceed the density limits of the Comprehensive Plan.
- (c) Assurances such as a bond or work agreement with the City may be required to ensure that a development proposal as submitted is completed within the time limit agreed upon by the developer and the commission.

FINDINGS: In compliance with item "(a)" above, the proposal would establish a 36-unit hotel, a previously identified allowed use in the zone. The request does not involve dwellings so that provisions in item "(b)" do not apply. Bonding, per item "(c)" is an option available to the City to ensure development of the site.

- C. Section 4.136.3, addresses the Planned Unit Development Procedure. The following procedures shall be observed in applying for and acting on a planned development:

- (a) An applicant shall submit 10 copies of a preliminary development plan to the Planning Commission and notify all property owners within 250 feet of the proposed development by mail.

FINDINGS: The material submitted as part of the application complies with the provisions in this Section. Notice was also provided to area property owners per provisions in this Section.

- (b) Prior to discussion of the plan at a public hearing, the City Manager shall distribute copies of the proposal to appropriate City agencies or staff for study and comment.

FINDINGS: Per this item, said plans were distributed prior to the meeting.

- (c) The Planning Commission shall consider the preliminary development plan at a meeting, at which time the comments of persons receiving the plan for study shall be reviewed. In considering the plan, the Planning Commission shall seek to determine that:

- (1) There are special physical conditions or objectives of development which the proposal will satisfy to warrant a departure from the standard ordinance requirements.

FINDINGS: While particularly steep slopes border the east side of the site, staff determined the applicant is not departing from the standard ordinance requirements. Compliance with these provisions is reviewed in item "D.", below.

- (2) Resulting development will not be inconsistent with the Comprehensive Plan provisions or zoning objectives of the area, particularly with regard to dune stabilization, geologic hazards and storm drainage.

FINDINGS: Ordinance 95-4 implements the City's Plan and appropriately zoned the site for residential uses along with other compatible commercial activities. The hotel is an identified allowed use in the implementing SR-R zone.

- (3) The area around the development can be planned to be in substantial harmony with the proposed plan.

FINDINGS: Single-family residential development is the primary development activity in the vicinity along with the golf course located to the west. Site topography places most of the structures below residential uses to the east thereby limiting visual impacts. The golf course tree canopy to the west provides additional separation and screening. Further, as a hotel with a limited number of units, the use is generally residential in nature which also promotes compatibility with the area. Again, the zone specifically lists hotels as a permitted use along with residential development.

- (4) The plan can be completed within a reasonable period of time.

FINDINGS: The Commission has the authority to place reasonable constraints on the timing of activities.

- (5) The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.

FINDINGS: There will be a single private driveway servicing the site. At the March hearing, neighboring owners raised concerns regarding traffic and the driveway intersection with Dorcas Lane. At the request

of the Commission, the applicant submitted a traffic study from MacKenzie Engineering addressing the raised concerns. The report is attached and provides the following summary:

*“The addition of trips from the proposed Manzanita Lofts PUD will have a small impact on the existing roadways in the area, with operation remaining at a level of service “A” with low delays. Sight distances can be met and there are no noted safety deficiencies in the area based on a review of available crash data.”*

This report was forwarded to the City’s contract traffic engineer – Lancaster Engineering - for review (also attached). The contract engineer agreed with the assessment and conclusion of MacKenzie Engineering. Lancaster Engineering recommended additional vegetation clearance at the intersection and the installation of new roadway striping as part of the Dorcas Lane/Classic Street roadway improvement project.

Finally, neither Ordinance 95-4 or Ordinance 95-5 (Land Divisions) contains minimum driveway width and improvement requirements. To ensure two traffic lanes it is recommended the minimum width be 20-feet with paving improvements acceptable to the Department of Public Works.

- (6) Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.

FINDINGS: Compliance with this provision will be determined when engineering plans are submitted. For the record, development cannot proceed unless the submitted engineering plans comply with City, and affected agency (Nehalem Bay Wastewater), engineering standards.

- (d) The Planning Commission shall notify the applicant whether, in its opinion, the foregoing provisions have been satisfied and, if not, whether they can be satisfied with further plan revision.

FINDINGS: This is a procedural requirement, whereby the decision and any conditions of approval are determined at the Commission hearing and the applicant is formally notified by the City.



- (e) Following this preliminary meeting, the applicant may proceed with his request for approval of the planned development by filing an application for an amendment to this Ordinance.

FINDINGS: It appears the purpose of this provision is to identify the site as a planned development on the City's zoning map (see item "(g)" below). In effect, this requires an approved tentative plan to be submitted, reviewed and approved, which is the purpose of the current hearing.

- (f) In addition to the requirements of this section, the Planning Commission may attach conditions it finds are necessary to carry out the purposes of this Ordinance.

FINDINGS: Ultimately this is the Commission's decision. If so approved, staff provided a list of recommended conditions at the end of this report.

- (g) An approved planned development shall be identified on the zoning map with the letters PD in addition to the abbreviated designation of the existing zoning.

FINDINGS: The City assumes this responsibility if the request is approved and the plat recorded.

- (h) Building permits in a planned development shall be issued only on a basis of the approved plan. Any changes in the approved plan shall be submitted to the Planning Commission for processing as an amendment to this Ordinance.

FINDINGS: As noted, design review provisions in Section 4.150 do not apply to the SR-R zone. However, the submitted material identifies the location of the various hotel units, cottages, parking and open space areas as well as the general design features of the proposed buildings. It is therefore appropriate to condition the decision to require conformance with the layout and improvements, as well as the generally uniform design of the structures. Therefore, the project must conform to this proposed layout and design unless otherwise modified by the Planning Commission.

D. Development standards in the SR-R zone are found in Section 3.030(4). Each item is reviewed below:

- 1. (4)(a) - Overall density for the SR-R zone is 6.5 dwelling units per gross acre. Dwellings may be clustered on one portion of a site within the SR-R zone and achieve a maximum density of 13 dwellings per acre where at

least 40% of the total lot or parcel area is reserved or dedicated as permanent open space as a public or private park area or golf course. The open space shall be so indicated on the Plan and zoning map, and deed restrictions to that effect shall be filed with the City.

FINDINGS: This item does not apply as this is a commercial project and does not include residential development.

2. (4)(b) - Standards other than density in the SR-R zone shall conform to those established in the R-3 zone (Section 3.020) except that the Planning Commission may authorize relaxation of these standards to permit flexibility in design such as cluster development, with respect to lot size, setbacks and lot coverage, but not use.

FINDINGS: Compliance with applicable provisions in the R-3 zone is reviewed in item "E.", below. For the purpose of this criterion, the layout meets or exceeds the minimum standards.

3. (4)(c) - The Planning Commission shall use the procedure set forth in Section 4.136 of this Ordinance (Planned Development) in order to evaluate development proposals in this area.

FINDINGS: This report and Commission review comply with requirement.

4. (4)(d) - The maximum lot coverage in the SR-R zone shall not exceed 40%. Less lot coverage may be required in steeply sloping areas or areas with drainage-problems. In all cases the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Based on the applicant's calculations, the lot coverage will not exceed 33% +/- . Areas containing steep slopes are not developed but will have a vegetative cover.

5. (4)(e) - In areas without a high-water table, a dry well capable of absorbing the storm runoff shall be provided in accordance with City standards.

FINDINGS: Compliance with this requirement can be addressed when engineering plans are submitted.

In a similar vein, comments at the March raised the issue of possible wetlands on the property. A limited wetlands study was conducted in 2017

which concluded the subject area did not contain wetlands. This analysis was approved by the Department of State Lands. A subsequent survey was conducted over the site that included the entire area under consideration for development. The survey by NW Regolith (attached) found no wetlands on the proposed development or any portion of the subject property. Like the previous survey, staff recommends this analysis be reviewed and approved by the DSL prior to development.

E. Applicable development standards in the R-3 zone are found in Section 3.020(3). Each item is reviewed below:

1. (3)(a) - The minimum lot size shall be 5,000 square feet for single family or duplexes, plus 2,500 square feet for each additional dwelling unit.

FINDINGS: There are no minimum area requirement for non-residential uses. However, at 3.83 acres, the project greatly exceeds the identified minimum parcel size requirement.

The subject area contains two parcels. While under common ownership, staff recommends their consolidation prior to development.

2. (3)(b) - The minimum lot width shall be 40 feet, except on a corner lot it shall be 60 feet.

FINDINGS: The parcel maintains 90-feet of frontage on Dorcas Lane and in no case falls below 60-feet in width throughout.

3. (3)(c) - The minimum lot depth shall be 90 feet.

FINDINGS: The property depth exceeds 1100 feet.

4. (3)(d) - The minimum front yard shall be 20 feet, or the average setback of buildings within 100 feet of both sides of the proposed building on the same side of the street, whichever is less. For purposes of determining the average setback of buildings, vacant lots within 100 feet of both sides of the proposed building on the same side of the street shall be included and shall be assumed to have a building placed 20 feet from the front lot line to the nearest part of the building. In no case shall the front yard setbacks be less than 12 feet.

FINDINGS: The minimum front yard depth is approximately 80-feet.

5. (3)(e) - The minimum side yard setback shall be 5 feet for the portion of the building at the setback line up to 10 feet in height as measured vertically from average finished grade to the highest point of that portion of the building and shall be 8 feet for any portion of the building where this height is exceeded; except that a roof with a pitch of less than or equal to 8 in 12 may extend upward from the 5-foot setback line to the 8-foot setback line. The street side yard setback of a corner lot shall be 12 feet.

FINDINGS: There minimum side yard setback for structures for the hotel, community building and cabins is 10-feet while the mini-cabins are at least 20-feet.

The combined property is effectively a corner lot as Dorcas Lane fronts on the north end and Classic Street along the east side. All structures exceed the minimum 12-foot corner lot setback along Classic Street.

6. (3)(f) - The maximum building or structure height shall be 28 feet, 6 inches. However, if more than one-half of the roof area has a roof pitch of less than 3 in 12, the building or structure height shall not exceed 24 feet. The height of a stepped or terraced building shall be the maximum height of any segment of the building or structure.

FINDINGS: The applicant did not request a variance to modify this requirement. Compliance with this provision will be determined when building plans are submitted for the individual structures.

7. (3)(g) - The minimum rear yard setback shall be 10 feet.

FINDINGS: There minimum rear yard setback (mini-cottages) is approximately 120-feet.

8. (3)(h) - The maximum lot coverage in the R-3 zone shall not exceed 55%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases, the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Per requirements of the SR-R zone, the lot coverage limitation is 40%. Based on the applicant's calculations, the lot coverage will not exceed 33% +/- . Compliance with this provision can be continually evaluated as the site develops.



9. (3)(i) - In areas of the City without a high-water table, a dry well capable of absorbing the storm runoff of the impervious surfaces of the property shall be provided in accordance with City standards.

FINDINGS: As noted, compliance with this requirement can be addressed when engineering plans are submitted.

- F. The planned unit development provisions do not specifically address parking requirements as these are usually considered as development progresses (e.g., a residential planned development). This is a unified project and it is appropriate to address parking at this juncture.

Hotel requirements are found in Section 4.090(3)(a) and require 1 space for each unit of 350 square feet or less, if that unit has only one bedroom; 1.25 spaces per unit for all other units; and, 2 spaces for the manager. The Ordinance does not establish a separate parking requirement for the community building as it is part of the hotel complex and it is reasonable to assume there will be some overlap between the guests and the use of the facility. The total for the 19-unit hotel area is 19 spaces; 2 spaces for the manager; 11.25 spaces for the larger cabins ( $9 \times 1.25 = 11.25$ ) and 6 spaces for the mini-cabins. The site contains 43 spaces which exceeds the 34.25 spaces required by Ordinance. While specific information on the number of bedrooms for the smaller units was not provided, even if each unit contains more than one bedroom, this would only require an additional 4.75 spaces for a total of 39. Again, the proposed 43 spaces exceed this total. Compliance with parking requirements can be continually evaluated as building plans are reviewed.

- G. Based on the submitted material, the proposed use is allowed in the zone and the buildings meet or exceed setback requirements. The applicant also submitted reasonably detailed elevation drawings of the proposed buildings. As a planned development, the Commission is granted authority to consider the entire project and not just the layout. Subjectively, the buildings appear commensurate with the purpose of the project and are of generally uniform design. As noted, it is suggested any decision to approve include the submitted design proposals.
- H. Finally, the planned development provisions in Section 4.136 do not establish any time limits for the project, just that the project will be completed within a reasonable amount of time. It is suggested the developer submit building plans within two years of the final decision on this case and that all building plans for the project be submitted within five years of the final decision. A one-year extension may be granted by the Commission.

## V. RECOMMENDATION AND CONDITIONS OF APPROVAL

City staff finds the proposal complies with the applicable Planned Unit Development criteria and recommends the Planning Commission approve the application subject to the following Conditions:

- A. The approval shall be limited to the submitted layout, including roadway, parking location and landscaping. Further, this approval shall extend to the elevation drawings submitted for the buildings and identified as: “Manzanita Hotel”, “Community Building”, “Manzanita Cabin A”, “Manzanita Cabin B”, “Manzanita Cabin C”, and “Manzanita Mini-Cabins”. Modifications involving a change in proposed use, increasing the proposed building footprints by more than 5%, reducing identified landscaped areas by more than 5%, substantial revisions to the building design or similar modifications shall require approval by the Planning Commission to proceed.
- B. The developer shall submit engineering plans to the City of Manzanita addressing water, storm water, street improvements and similar private facility improvements. Sanitary sewer plans shall also be submitted the Nehalem Bay Wastewater Agency (NBWA). These plans shall be reviewed and approved by the City and NBWA prior to construction. The applicant shall have the option of installing public and private facility improvements for the entire project or only to meet the obligations of buildings under construction. Unless otherwise modified by City of Manzanita Public Works, the minimum improved roadway width serving the development shall be 20-feet.
- C. The applicant shall submit building plans for the individual structures. The plans shall substantially conform to the approved layout as to location, orientation and building design. Building plans shall conform to applicable construction and fire code requirements. While building plans may be simultaneously submitted with engineering plans, building permits shall not be issued until all engineering plans are reviewed and approved.
- D. The following additional requirements shall apply:
  - 1. Prior to commencing construction, the applicant shall submit evidence of the consolidation of the two parcels (Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600) into a consolidated parcel.
  - 2. Prior to beginning construction, the applicant shall submit the current wetland analysis to the Department of State Lands (DSL) for review and approval. If the DSL requires changes to the layout, these revisions shall require review and approval by the Planning Commission.

3. The site shall contain 43 vehicle parking spaces as identified on the site plan. Sufficient parking shall be required throughout the development commensurate with the requirements in Ordinance 95-4, Section 4.090.
  4. The applicant shall comply with the two roadway improvement recommendations identified by the firm Lancaster Mobley Engineering in a letter dated May 6, 2022. The City Department of Public Works shall determine the appropriate timing of these improvements.
  5. The applicant shall have the option of developing the project in phases. Initial building and engineering plans shall be submitted within two years of the date of final approval of this application. Associated building submittals for the remainder of the project shall be submitted within five years from the date of final approval of this application.
- E. Prior to occupancy of any structure, the developer shall complete the following:
1. Install and/or extend necessary public facility improvements, consistent with City and/or NBWA approved engineering plans.
  2. Install parking improvements consistent with approved building and engineering plans.
- F. Unless otherwise specifically modified by this decision, development of the site shall continually comply with applicable provisions in Ordinance 95-4 including building height, setbacks, parking lot coverage and other applicable provisions.
- G. Compliance with these conditions, the requirements of the Manzanita Zoning Ordinance, Nehalem Bay Wastewater Agency, Nehalem Bay Fire & Rescue and applicable building code provisions shall be the sole responsibility of the developer.

#### VI. PLANNING COMMISSION ACTION

- A. The Planning Commission has the following options:
1. Approve the application, adopting findings and conditions contained in the staff report;
  2. Approve the application, adopting modified findings and/or conditions;
  3. Deny the application, establishing findings as to why the application fails to comply with the decision criteria.
- B. Staff will prepare the appropriate document for the Chair's signature.

May 6, 2022

Dan Weitzel  
City of Manzanita  
543 Laneda Avenue  
Manzanita, OR 97130

Dear Dan,

At your request, I have reviewed the transportation aspects of the proposed Manzanita Lofts development. My review was based on the following:

1. Manzanita Lofts PUD Traffic Analysis, dated April 7, 2022, by Brent Ahrend of Mackenzie
2. Manzanita Lofts pre-application plan package including existing conditions, site plans, and renderings
3. Dorcas Lane and Classic Street existing conditions survey
4. Dorcas Lane and Classic Street road construction drawings for project to be built fall of 2022

## Trip Generation

The traffic analysis characterizes the project as consisting of "9 cabins (1,000 SF), 6 small cottages (350 SF) and 19 studio hotel rooms (350 SF) for a total of 34 units." Trip generation for the project was calculated using data from the ITE Trip Generation Manual for the "Motel" land use and reports the following trip generation estimates. were reviewed and found to be accurate and appropriate for the proposed development.

### Trip Generation Summary

Land Use	ITE Code	Size/Rate	AM Peak Hour	PM Peak Hour	Weekday	Saturday
Motel	320	34 Rooms	17	19	114	309

## Traffic Operations & Sight Distance

While no traffic counts or specific intersection operational analysis was provided, the traffic analysis indicates that the adjacent roadways are generally low in traffic volume and that the intersection of Dorcas Lane and Classic Street is expected to operate with very low delays that are commensurate with a level of service A designation. I agree with this general assessment and traffic counts and further detailed analysis are not required.

The traffic analysis does indicate that the intersection is controlled with stop signs on the Classic Street approaches. It is noted that the intersection was converted from two-way stop to four-way stop in the past and



there are currently stop signs in place on all four approaches. The above assessment of delay and level of service from the applicant's traffic engineer, while initially made assuming the intersection has two-way stop control, is still appropriate as a four-way stop.

In addition, the traffic analysis includes an assessment of sight distance at the intersection and recommend trimming of brush in the northeast corner of the intersection. As a four-way stop, sight distance requirements are much shorter, requiring only that drivers are able to see one another while stopped at the intersection. As a four-way stop, current sight distance is acceptable.

The traffic analysis also recommends trimming vegetation west of the proposed driveway location to achieve at least 280 feet of sight distance. I agree and recommend this be required as a condition of approval.

## Road Improvement Project & Site Access

The proposed site access location on Dorcas Lane is a short distance west of the intersection of Dorcas Lane and Classic Street. The location of the driveway relative to the intersection and the existing stop lines is shown in the figure to the right.

Since the upcoming road construction project to be built in the fall of 2022 will reconstruct the roadway and the intersection of Dorcas Lane with Classic Street, new pavement markings, including stop lines will be necessary. It is recommended that the eastbound stop line on Dorcas Lane be placed in a manner to maximize the separation from the proposed site driveway location. This will provide as much vehicle queue storage as possible between the intersection and the driveway and minimize potential turning movement conflicts.



Driveway Location Relative to Intersection Markings  
(Site Plan Excerpt Over Satellite Photo)

## Recommendations

The following recommendation are made:

1. Require the applicant to clear vegetation west of the site driveway location to achieve at least 280 feet of intersection sight distance, measured from a point 14.5 feet behind the edge of the traveled way on Dorcas Lane, consistent with intersection sight distance requirements in *A Policy on Geometric Design of Highways and Streets* (AASHTO Manual).
2. When installing new roadway striping as part of the upcoming road improvement project that includes the intersection of Dorcas Lane and Classic Street, mark the eastbound stop line in a location that maximizes the separation from the proposed driveway location.

If you have any questions regarding this review or if we can be of any further assistance, please do not hesitate to call.

Sincerely,



Todd E. Mobley, PE  
Principal



April 7, 2022

Manzanita Lofts LLC  
Attention: Vito Cerelli  
31987 Maxwell Ln  
Arch Cape, OR 97102

Re: **Manzanita Lofts PUD**  
*Traffic Analysis*  
Project Number 2220120.00

Dear Mr. Cerelli:

This letter has been prepared to address traffic impacts of the proposed Manzanita Lofts vacation rentals. The project consists of 9 cabins (1,000 SF), 6 small cottages (350 SF) and 19 studio hotel rooms (350 SF) for a total of 34 units. Access to the site is proposed on Dorcas Lane, approximately 75 ft west of the intersection with Classic Street.

We understand Planning Commission members have asked for a review of impacts on the intersection of Classic Street with Dorcas Lane, currently stop controlled on the Classic Street approaches. The intersection has a single lane in each direction, and the roadways are approximately 21-22 ft in width. No sidewalks or bicycle facilities are currently provided. Classic Street has a slight offset across the intersection. Traffic volumes are not available from the City. Volumes are typically low on these streets, even during peak season.

#### Trip Generation

Trip estimates were made based on ITE's Trip Generation Manual, 11<sup>th</sup> Edition for the Motel Land Use. Weekday trip estimates are 114 daily, 17 AM peak hour and 19 PM peak hour. On a weekend, Saturday volumes are highest, at 309 daily trips. Other Land Uses, such as a hotel were considered as well, but have lower trip rates and less available data.

#### Sight Distance

For these low volume and low speed local roadways, sight distances recommendations are 280' for 25 mph and 225 ft for 20 mph in accordance with the AASHTO Policy on Geometric Design of Highways and Streets. At the intersection of Classic Street with Dorcas Lane, sight distances can be met on each approach, although brush at the northeast corner of the intersection may need to be trimmed to meet the recommendations. Sight distance of 280 ft can be met at the proposed site access on Dorcas Lane with trimming of brush to the west of the driveway.

#### Crash History

A review of the last five years of crash data on the ODOT database did not indicate any crashes at the intersection of Dorcas Lane with Classic Street. One crash was noted on Laneda Ave near the intersection with Classic Street, involving a vehicle backing up.

#### Pedestrian Access

Manzanita Lofts LLC  
Manzanita Lofts PUD  
Project Number 2220120.00  
April 7, 2022  
Page 2

No sidewalks are provided. Consistent with the character of the neighborhood, the project will not provide sidewalks on the street frontages. The roadways are intended to be shared by all users with slow speeds and low volumes encouraged by the narrow roadways.

#### Traffic Impacts

Most of the added trips from the project will travel through the Classic Street with Dorcas Lane intersection. With fewer than 20 trips added in even the busiest hour (one vehicle every three minutes) and an average of less than one vehicle every three minutes during even the busiest day, the intersection impact will be small. While a detailed analysis has not been prepared for this review, it is expected the intersection operates at a level of service "A" with very low delays with the exiting two-way stop control.

#### Summary

The addition of trips from the proposed Manzanita Lofts PUD will have a small impact on the existing roadways in the area, with operation remaining at a level of service "A" with low delays. Sight distances can be met and there are no noted safety deficiencies in the area based on a review of available crash data.

Sincerely,

Brent Ahrend, PE  
Associate Principal | Traffic Engineer

Enclosure(s): Site Plan, crash data



Attn: Vito Cerelli  
Manzanitta Loft LLC  
11251 SE 232<sup>nd</sup> Ave  
Damascus, OR 97089

April 2<sup>nd</sup>, 2022

Re: Wetland Determination Letter

Dear Mr. Cerelli,

Upon your request for a wetland determination on lots 2100 and 2600 along Classic St., Manzanita, OR the site was investigated by NW Regolith on March 26<sup>th</sup>, 2022 in accordance with Routine On-site Determination, as described in the *Corps of Engineers Wetland Delineation Manual*, *Wetland Resource Program Technical Report Y-87-1* ("The 1987 Manual") and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region*. Based on our investigation the following results may be used for any development of the site in accordance with local and state regulations.

- Based on site plans provided by the landowner and architect, NW Regolith found no wetlands in proximity to the proposed development, including roads and on-site infrastructure, nor on any portion of the subject property.
- A wetland report (WD# 2017-0149) was conducted in 2017 and approved by the Oregon Department of State Lands (DSL). This report included a portion of the subject property, where no wetlands were found. This report was found to be consistent and reflective of the property in its current condition and its entirety.
- The wetland reflected in the National Wetland Inventory (NWI) map is not consistent with the ground investigation and no wetlands were found on the subject property. Also, the City of Manzanita does not have a Local Wetlands Inventory (LWI) therefore no further investigation was warranted.

This letter documents the investigation, best professional judgment and conclusions of the investigators. It is correct and complete to the best of our knowledge. It should be considered a Preliminary Jurisdictional Determination of wetlands and other waters and used at your own risk unless it has been reviewed and approved in writing by the Oregon Department of State Lands in accordance with OAR 141-090-0005 through 141-090-0055.

Sincerely,

*Austin Tomlinson*

Austin Tomlinson  
NW Regolith  
523 S. Cottage Ave  
Gearhart, OR 97138  
503-440-0084  
nwregolith@gmail.com



Photo 1: Location of NWI mapped wetland. No wetlands found.



Photo 2: Location of proposed road and development. No wetlands found.



SITE INFORMATION:

OWNER:  
MANZANITA LOFTS LLC  
  
TAX LOT  
3N 10W TAX LOT 2600 + 2100  
  
ZONING:  
SR-R  
  
LOT AREA:  
146,456 SF

HOTEL AREA:  
6,521 SF

CABIN AREA:  
9,000 SF

MICRO CABIN AREA:  
2,100 SF

ROAD/PARKING AREA:  
26,419 SF

PERCENTAGE LOT COVERAGE w/ ROAD:  
 $(6,521 + 9,000 + 2,100 + 26,419 \text{ SF}) / (146,456 \text{ SF}) \times 100 = 30.11\%$

PERCENTAGE LOT COVERAGE w/o ROAD:  
 $(6,521 + 9,000 + 2,100 \text{ SF}) / (146,456 \text{ SF}) \times 100 = 12.03\%$



1 SITE PLAN  
1" = 50'-0"



DAMASCUS, OR 97089

MANZANITA RETREAT  
TAX LOT:  
3N 10W TAX LOT 2600 + 2100

SITE PLAN

Drawn By  
TL  
4/29/2022 2:44:43  
PM

Drawing Index		
No.	Date	Description

SITE

From: vito cerelli <vito.cerelli@gmail.com>  
Sent: Monday, April 11, 2022 9:04 AM  
To: Scott Gebhart  
Subject: Manzanita project review

Scott,

I am requesting a continuation of the hearing for the Planned Unit Development until May 16, 2022 to allow more time to complete the traffic impact study.

Vito

Vito Cerelli | vito.cerelli@gmail.com | c: 503.440.5766





## STAFF REPORT

**TO:** Manzanita Planning Commission  
**FROM:** Walt Wendolowski, Contract Planner  
**SUBJECT:** Manzanita Lofts Planned Unit Development – Continuation  
**DATE:** April 11, 2022

### I. BACKGROUND

- A. APPLICANT: Vito Cerelli.
- B. PROPERTY LOCATION: The site address is 698 Dorcas Lane and the County Assessor places the property within Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; and, Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600.
- C. MAPPED AREA: 3.81 acres.
- D. ZONING: Special Residential/Recreation Zone (SR-R).
- E. REQUEST: The applicant is seeking approval of a Planned Unit Development to construct a hotel complex. The applicant is now requesting approval to continue the hearing to the May 16, 2022 Commission meeting.

### II. APPLICATION SUMMARY

- A. The applicant wishes to create a hotel complex on the subject property that will feature a combination of loft units, and, large and small cabins. The Planning Commission originally reviewed this request at their March 18, 2002 meeting. At the conclusion of the meeting, the Commission voted to continue the matter until the April 18 hearing, allowing the applicant to provide additional information regarding, traffic, wetlands and open space.
- B. The applicant was unable to submit the requested information to City staff in a timely manner. To ensure a complete and proper review of the material, the applicant is requesting the hearing be continued to the May 16, 2022, Commission meeting.

- C. City staff supports this continuation as this will ensure sufficient time to review the material, including a separate engineering review of the traffic study. For the record, the applicant's request will toll the 120-day clock.

### III. RECOMMENDATION

City staff recommends the Planning Commission continue the public hearing to May 16, 2022 at 4:00 PM.



# Oregon

Kate Brown, Governor

## Department of State Lands

775 Summer Street NE, Suite 100

Salem, OR 97301-1279

(503) 986-5200

FAX (503) 378-4844

[www.oregon.gov/dsl](http://www.oregon.gov/dsl)

State Land Board

July 18, 2017

Encore Development, Inc.

Attn: Jim Pentz

P.O. Box 6299

Bend, OR 97708

Kate Brown

Governor

Re: WD # 2017-0149 Wetland Delineation Report for a Proposed Housing  
Development  
Tillamook County; T3N R10W Sec. 28, Tax Lot 1401; and Sec. 29D,  
Tax Lot 100 and Portion of 2100

Dennis Richardson

Secretary of State

Tobias Read

State Treasurer

Dear Mr. Pentz:

The Department of State Lands has reviewed the wetland delineation report prepared by Christine McDonald for the site referenced above. Please note that the study area includes only a portion of Tax Lot 2100 (see the attached map). Based upon the information presented in the report and additional information submitted upon request, we concur with the findings shown on Figure 5 of the report. Within the study area, no wetlands or waterways were identified.

This concurrence is for purposes of the state Removal-Fill Law only. Federal or local permit requirements may apply as well. This concurrence is based on information provided to the agency. The jurisdictional determination is valid for five years from the date of this letter unless new information necessitates a revision. Circumstances under which the Department may change a determination are found in OAR 141-090-0045 (available on our web site or upon request). In addition, laws enacted by the legislature and/or rules adopted by the Department may result in a change in jurisdiction; individuals and applicants are subject to the regulations that are in effect at the time of the removal-fill activity or complete permit application. The applicant, landowner, or agent may submit a request for reconsideration of this determination in writing within six months of the date of this letter.

Thank you for having the site evaluated. Please phone me at 503-986-5232 if you have any questions.

Sincerely,

Peter Ryan, PWS  
Jurisdiction Coordinator

Approved by

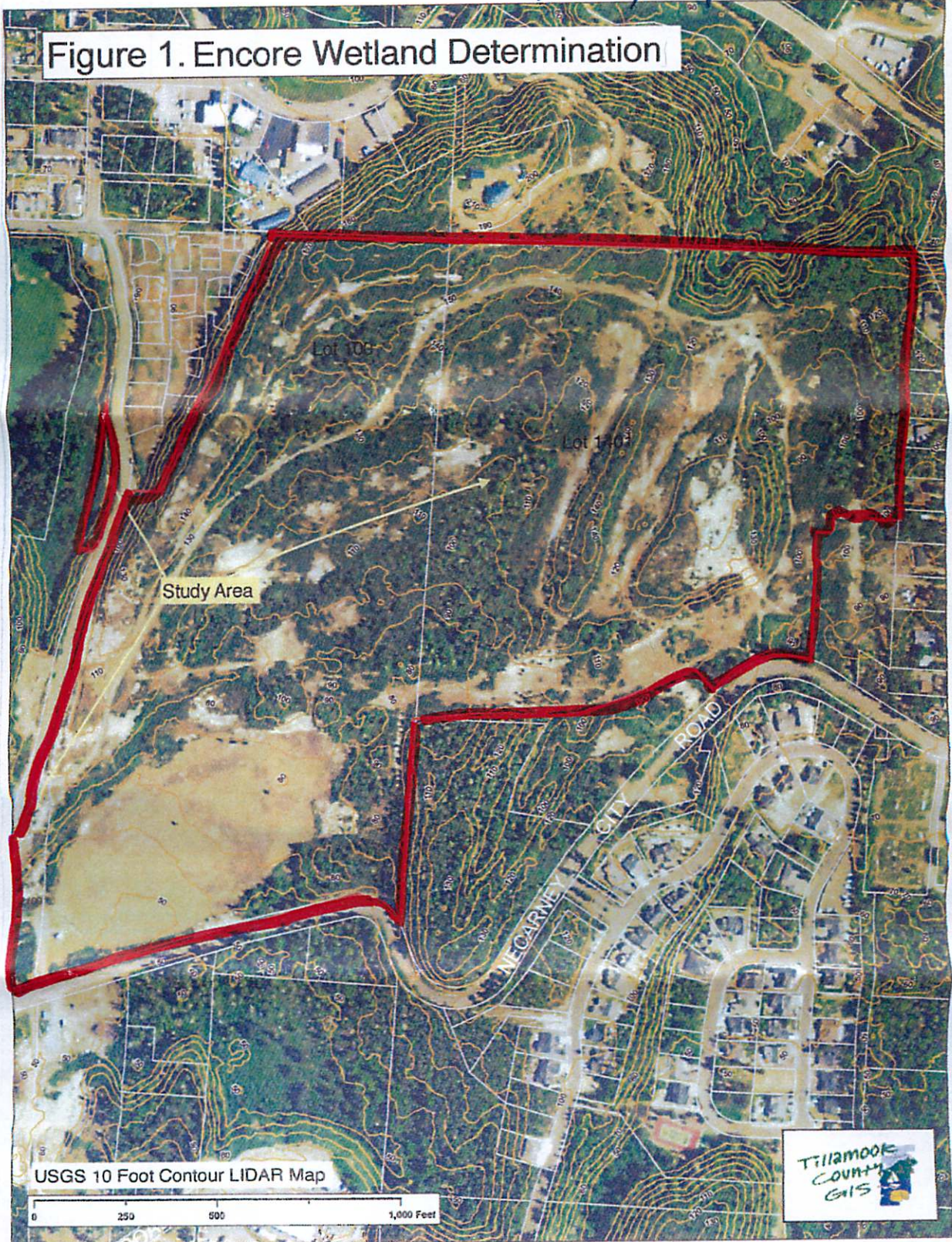
Kathy Verble, CPSS  
Aquatic Resource Specialist

Enclosures

ec: Christine McDonald  
City of Manzanita Planning Department  
Brad Johnson, Corps of Engineers  
Mike DeBlasi, DSL



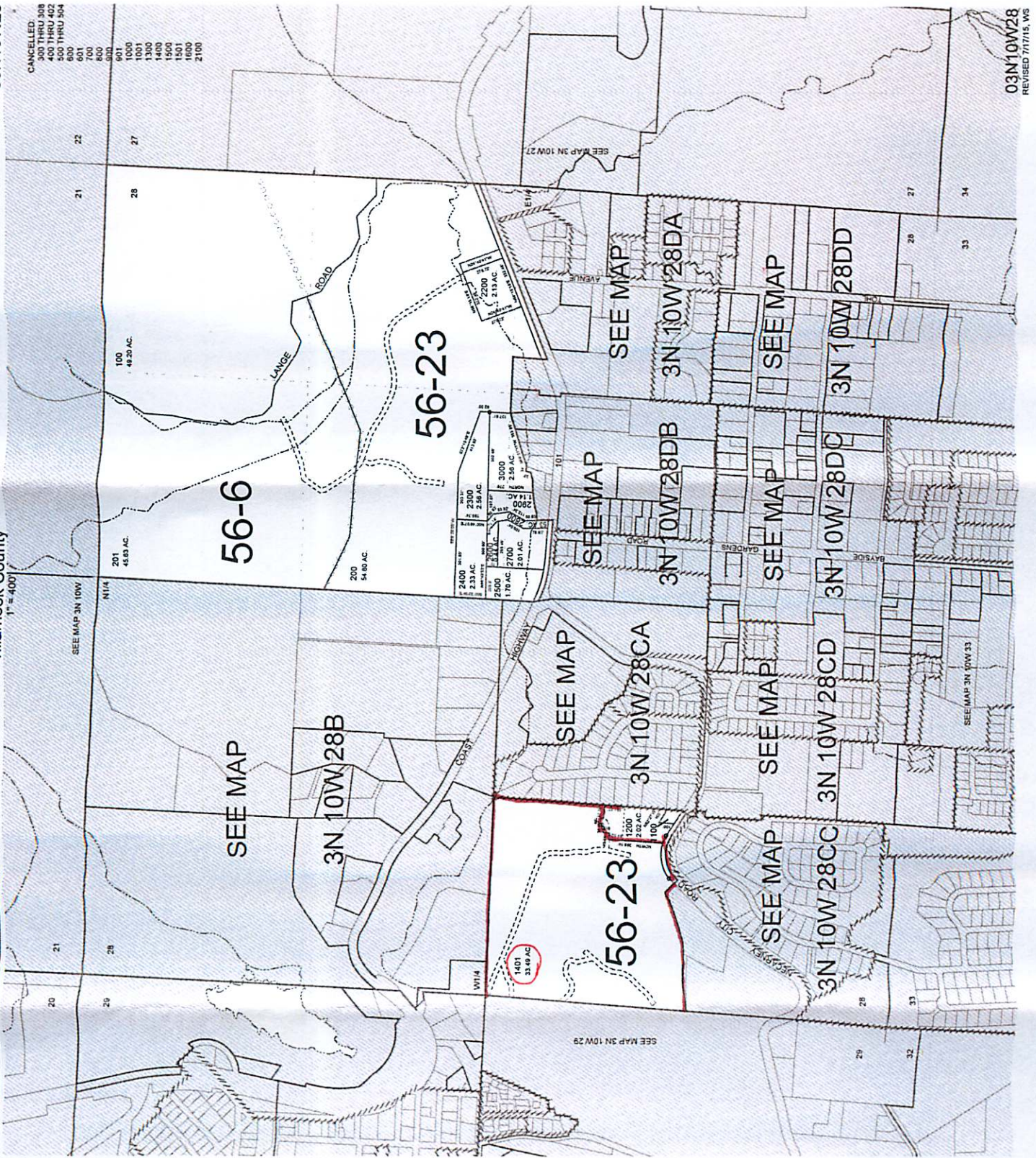
Figure 1. Encore Wetland Determination



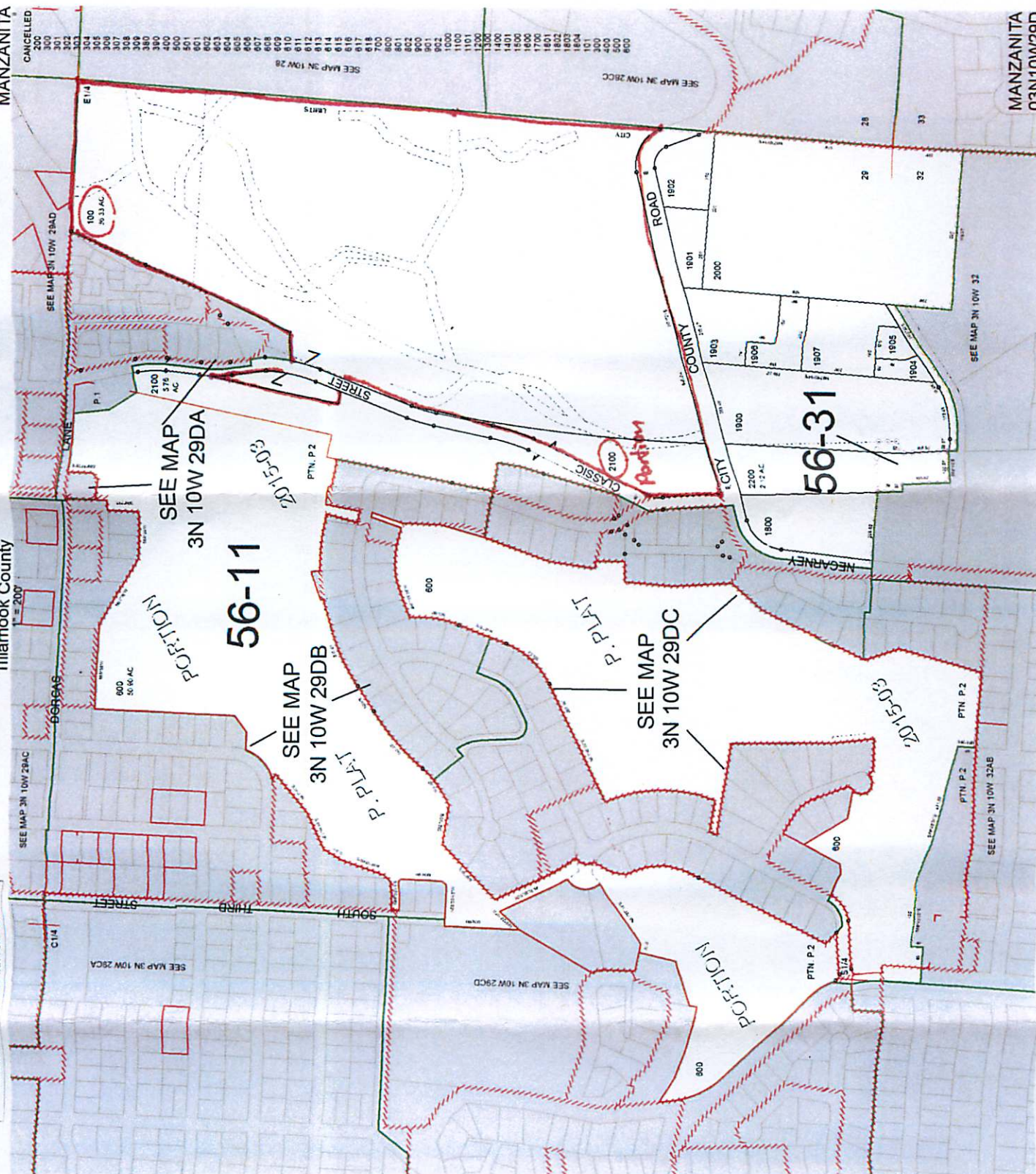


FOR ASSESSMENT AND TAXATION ONLY, NOT SUITABLE FOR  
LEGAL, ENGINEERING, OR SURVEY PURPOSES

03N10W28

03N10W28  
REVISED 7/17/15, WS







## City of Manzanita

P.O. Box 129

Manzanita, OR 97130-0129

Phone (503) 368-5343

Fax (503) 368-4145

building@ci.manzanita.or.us

### LAND USE APPLICATION

#### DEPARTMENT USE ONLY

Permit No:

Date Issued:

By:

### SITE LOCATION:

<b>ADDRESS:</b>	
<b>MAP AND TAX LOT:</b>	
<b>ZONE:</b>	
R-2	R-3
C-1	LC
R-4	RMD
SR-R	
<b>TYPE OF WORK:</b>	
Accessory Structure	
House or Mobile Home	
Multi-family dwellings	
Commercial, Industrial	
Tree Removal: No Charge	
<b>TYPE OF APPLICATION:</b>	<b>BASE FEE:</b>
Administrative Review	\$75.00
Accessory Structure, Minor Review	\$100.00
House or Mobile Home	\$250.00
Multi-Family Dwelling	\$250 + \$25/Unit
Commercial, Industrial, Other Projects	\$650.00
Variance	\$450.00
Partitions	\$500.00
Planned Unit Development	\$1,400.00
Subdivision	\$1,200.00
Lot Line Adjustment	\$125.00
Signs	\$75 + \$2 SQ/ FT
Conditional Use	\$625.00
Site Plan Review	\$625.00
Zone Change	\$625.00
Comprehensive Plan Amendment	\$1,000.00
Vacations	\$600.00
Temporary Permit	\$300.00
Annexation	\$1,000.00
Amendment to Urban Growth Boundary	\$1,000.00
Pre-Application Conference	\$225.00
Total:	\$1,400
+ 5% Tech. Fee:	\$70
Total Due:	\$1,470

### REQUIRED INFORMATION:

<b>APPLICANT:</b>		
Name:		
Full Mailing Address:		
City:	State:	Zip:
Phone:		
Email:		
<b>PROPERTY OWNER:</b>		
Same as applicant? Yes No		
Name:		
Full Mailing Address:		
City:	State:	Zip:
Phone:		
Email:		
<b>LICENSED PROFESSIONAL:</b>		
Same as applicant? Yes No		
Business Name:		
Address:		
City/State/Zip:		
Phone:	Fax:	
E-mail:		
license no.:	City Lic. No.:	
Contact Name:	Phone #:	
<b>REQUIRED DOCUMENTS FOR APPLICATION</b>		
Required documentation to be determined by Staff.		

# MANZANITA LOFTS

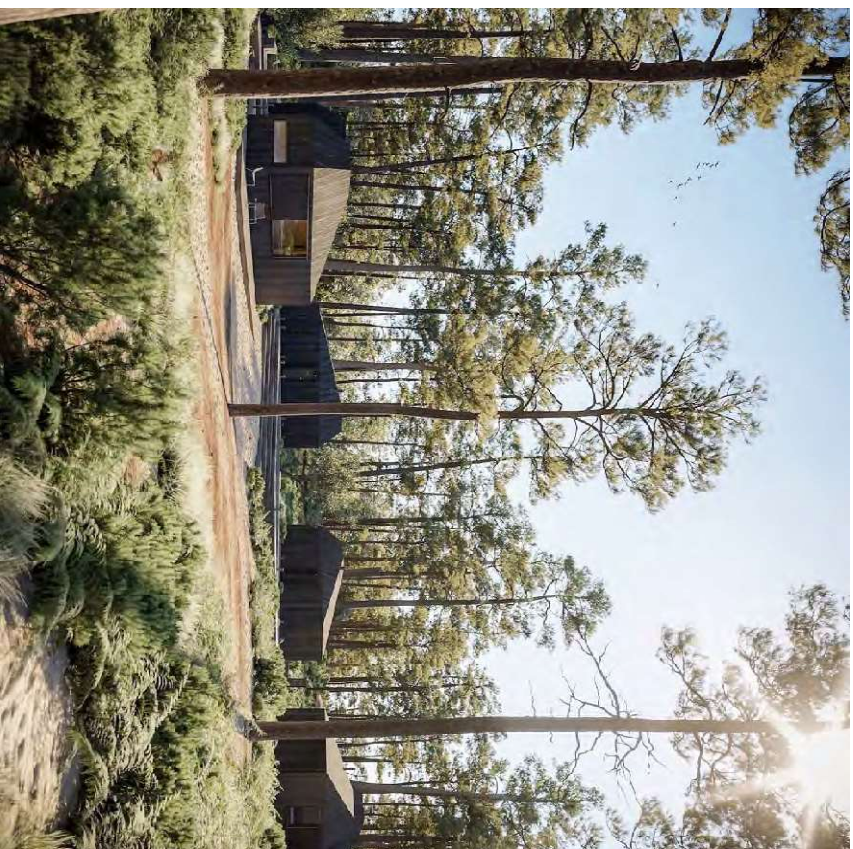
PROJECT LOCATION: CLASSIC + DORCAS  
DATE: 01.04.2022  
CITY OF MANZANITA PRE-APPLICATION REVIEW



## MANZANITA LOFT PROJECT NARRATIVE

THE PROPOSED PROJECT IS LOCATED ON THE CORNER OF CLASSIC STREET AND DORCAS LANE. MANZANITA LOFTS WILL CONSIST OF A COMBINATION OF STUDIO UNITS AS WELL AS CABINS INTEGRATED INTO TO THE LANDSCAPE TO CREATE A NEW MICRO HOTEL LOCATED ADJACENT TO THE GOLF COURSE IN MANZANITA. THE NORTH PORTION OF THE SITE DEVELOPED IN PHASE 1 WILL BE A TOTAL OF (19) STUDIO HOTEL ROOMS EACH APPROX. 350 SF IN SIZE. PHASE 2 WILL CONSIST OF (9) HOTEL CABINS EACH AROUND 1,000 SF IN SIZE. PHASE (3) WILL BE AN ADDED (6) MICRO CABINS EACH 300 SF AREA. THE PROPERTY WILL HAVE ON SITE AMENITIES FOR GUESTS INCLUDING EVENT GATHERING SPACE, FIREPITS, AND A SHARED OUTDOOR DINING AREA.

BELOW ARE SOME INSPIRATIONAL IMAGES OF THE LOOK / FEEL OF THE PROPOSED PROJECT.







COAST CABINS  
HOTEL

SAN DUNE INN  
HOTEL

CLASSIC STREET COTTAGE  
PLANNED DEVELOPMENT

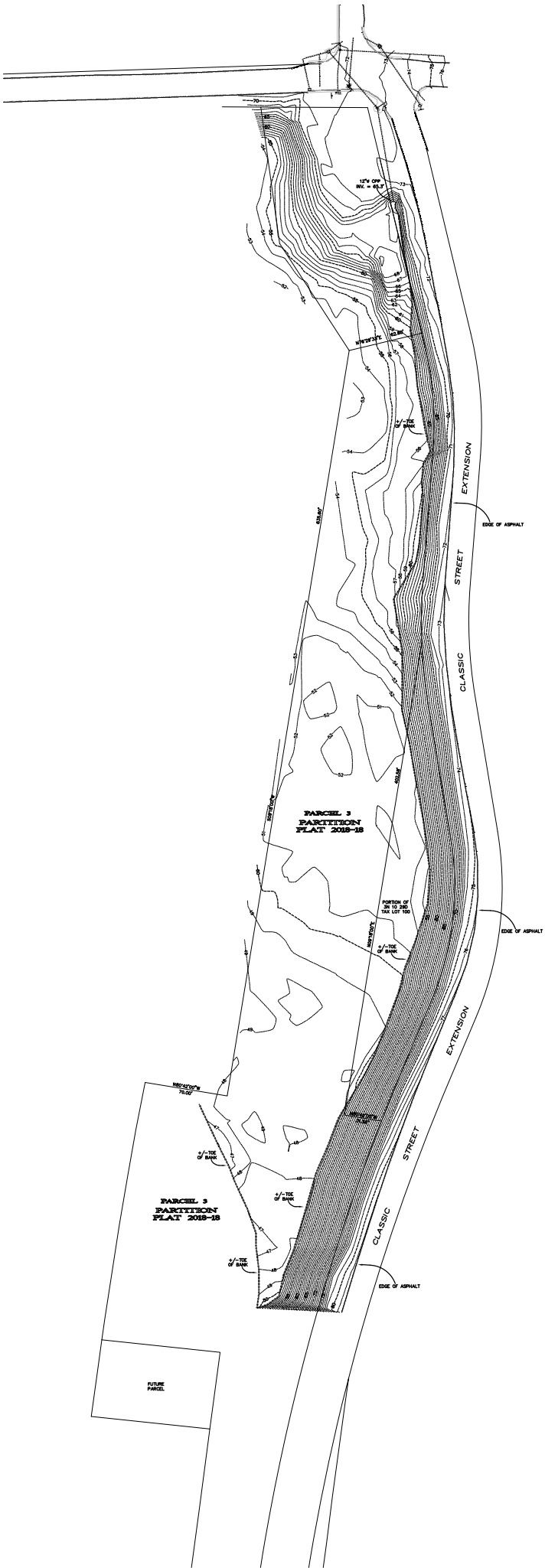
MANZANITA GOLF COURSE

SUBJECT SITE  
SR-R ZONE

NORTH

# MANZANITA LOFTS

PROJECT LOCATION: CLASSIC + DORCAS  
DATE: 01.04.2022  
CITY OF MANZANITA PRE-APPLICATION REVIEW



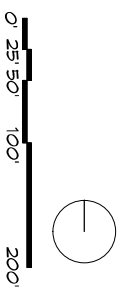
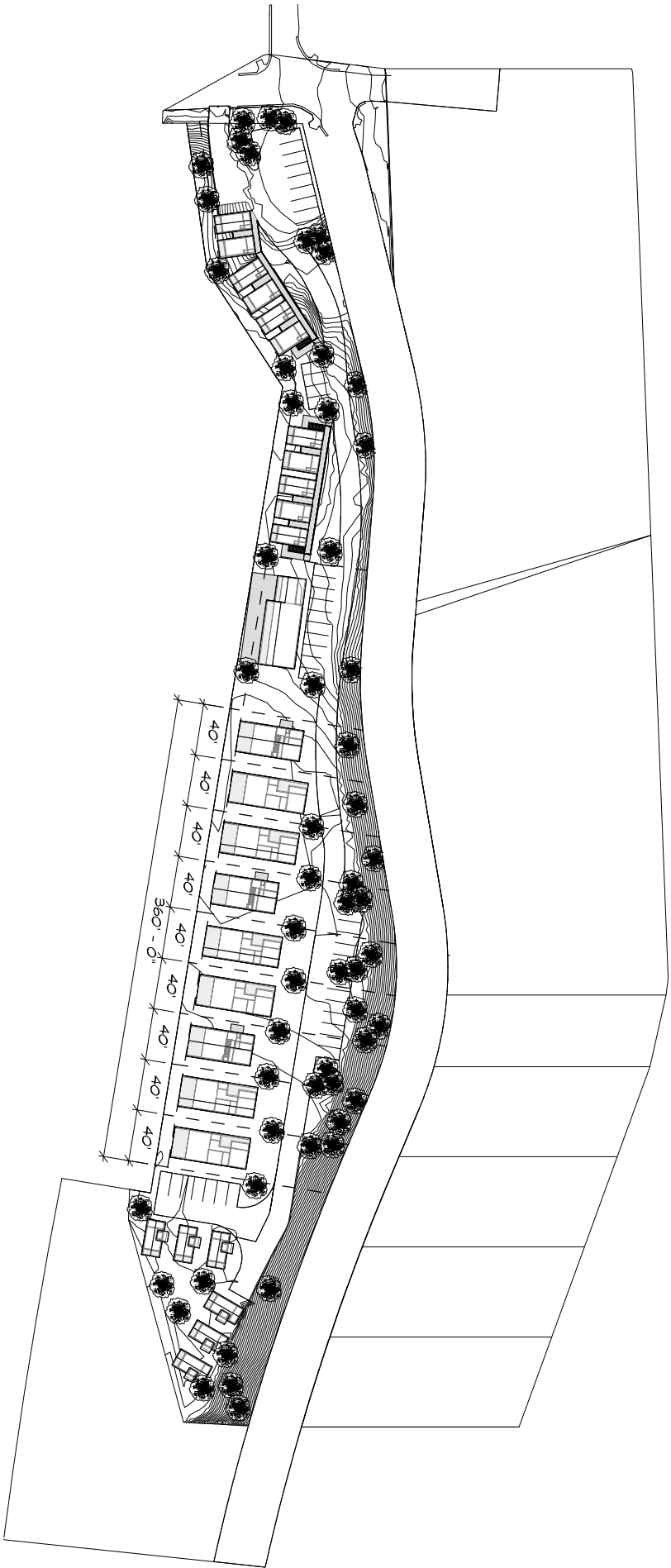
EXISTING SITE PLAN

1" = 80'-0"



# Site Plan 11X17

1" = 80'-0"

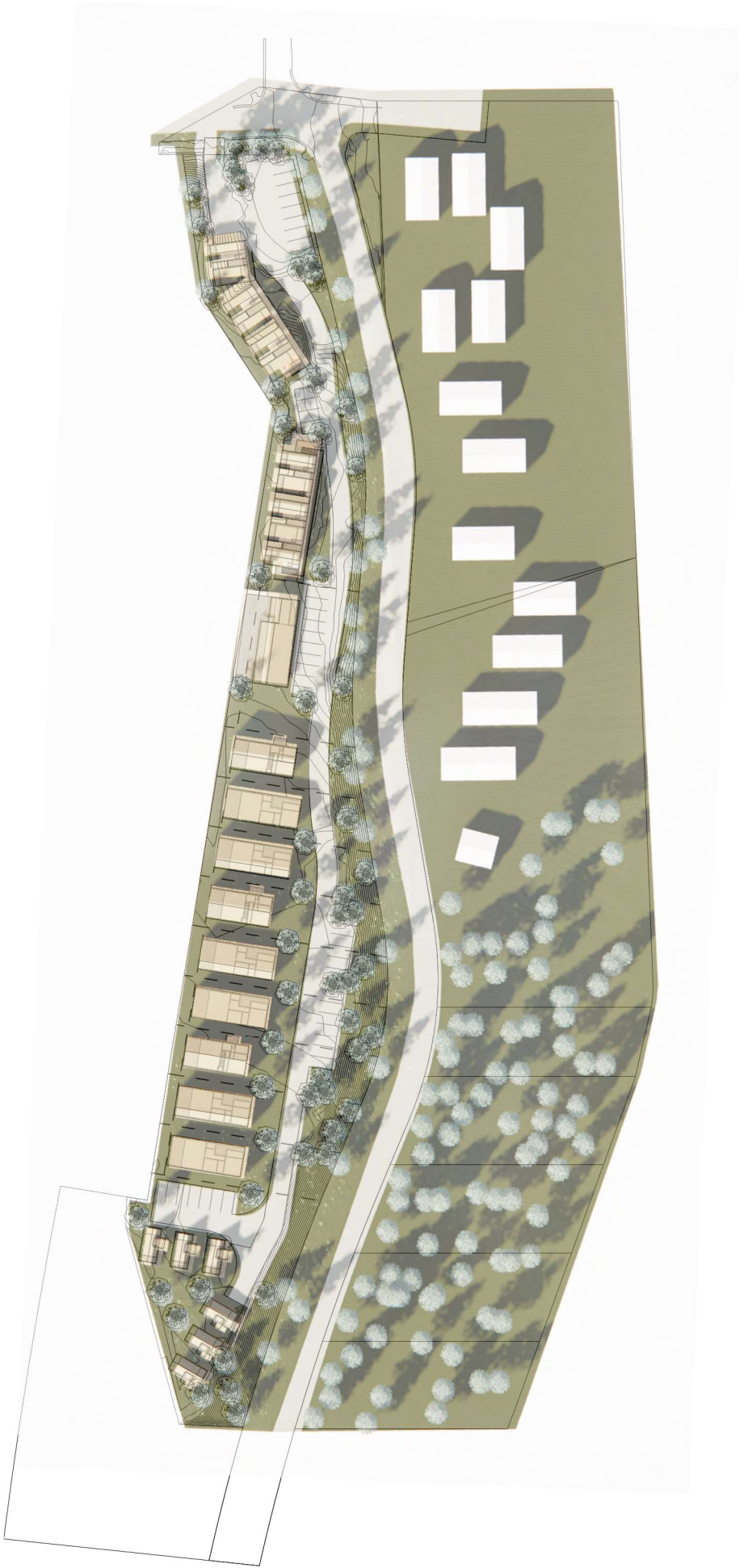




1

Site Plan 11X17

1" = 80'-0"



0' 25' 50' 100' 200'



Site Plan 11X17

1" = 80'-0"

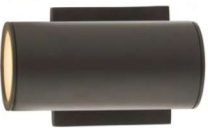
LANDSCAPE  
NATURAL VEGETATION TO BLEND  
INTO EXISTING LANDSCAPE W/  
GRASSES / TREES

LANDSCAPE  
ALL DOWNLIGHT - DARK SKY  
LIGHTING FIXTURES SHIELD FROM  
DIRECT VIEW / PATHWAY  
LANDSCAPE LIGHTING

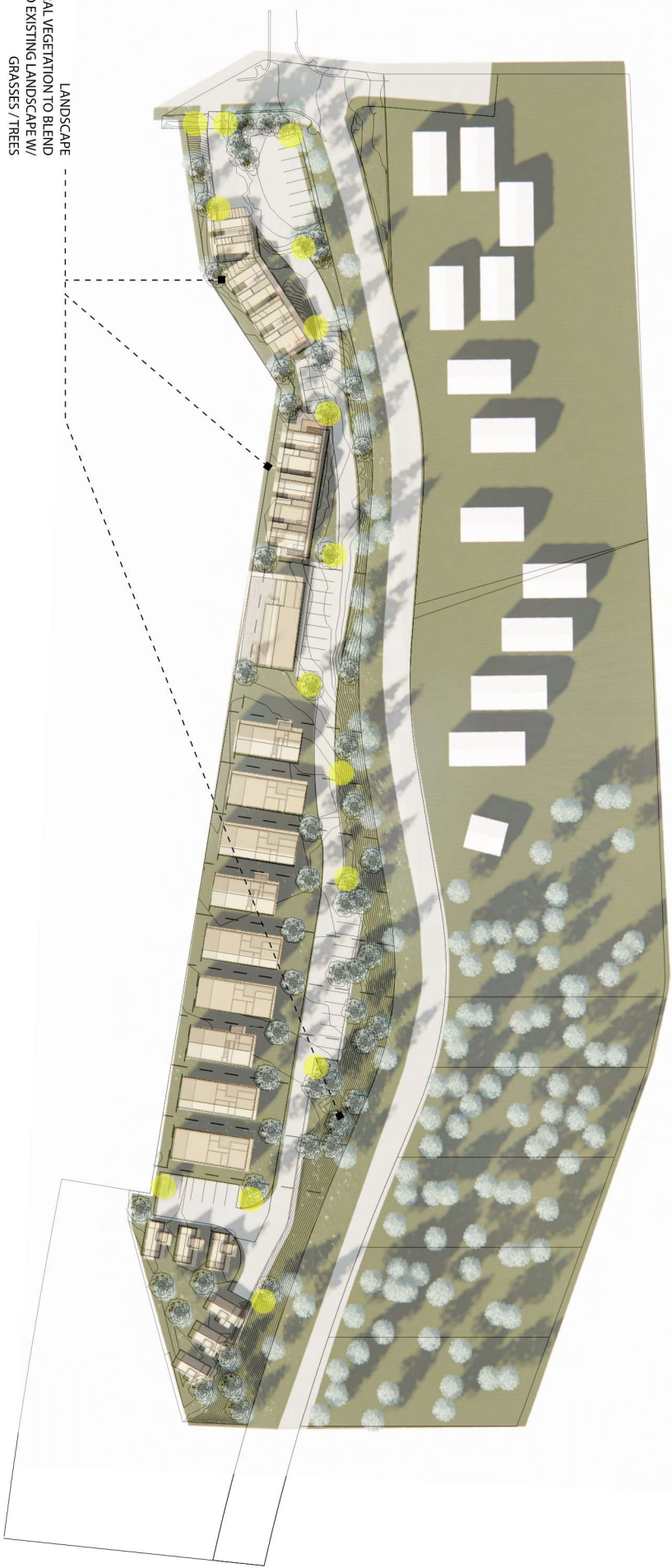
LANDSCAPE - PATH LIGHTING



WALL SCONCE



0' 25' 50' 100' 200'



# Site Plan 11X17

1" = 80'-0"

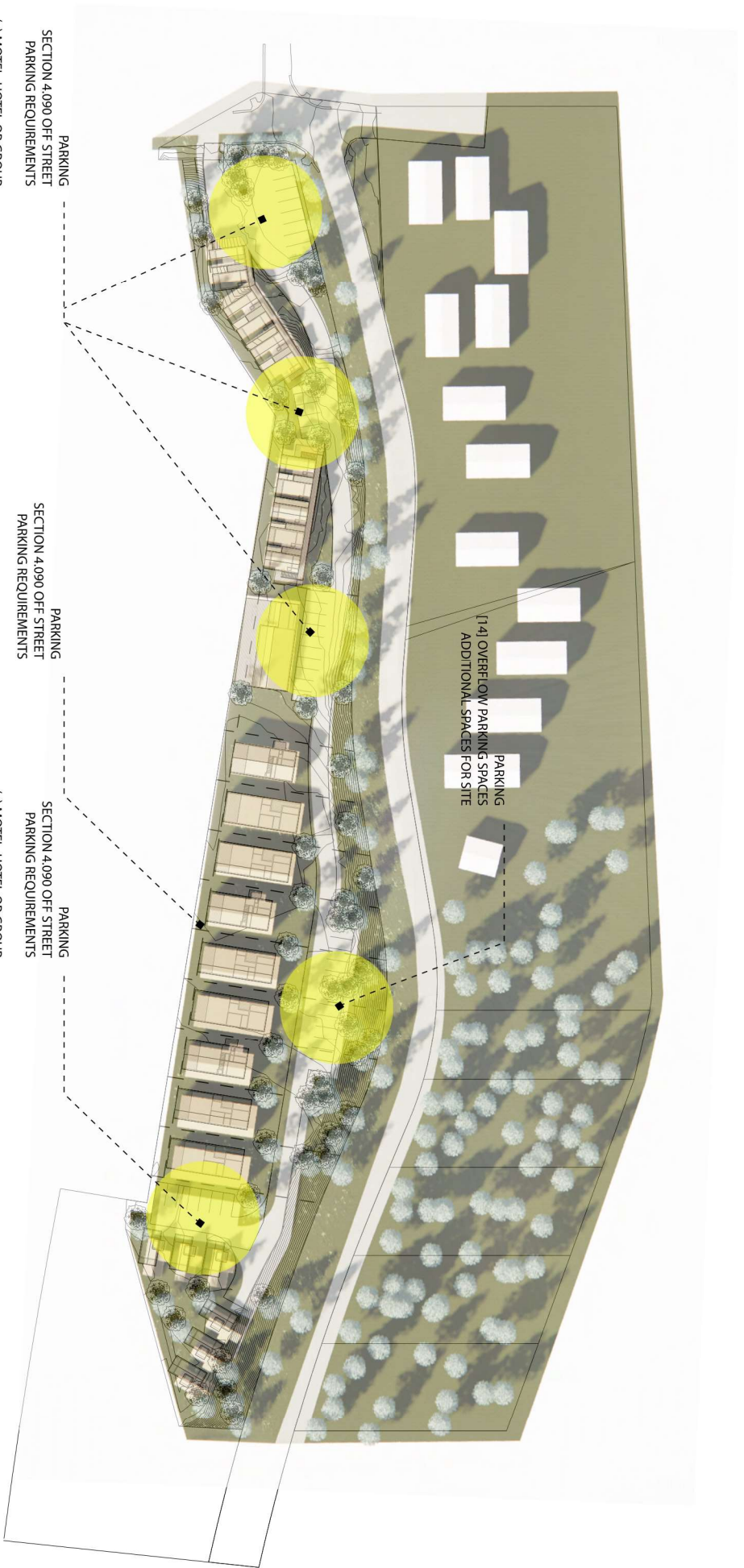
PARKING  
SECTION 4.090 OFF STREET  
PARKING REQUIREMENTS  
(c) MOTEL, HOTEL OR GROUP  
COTTAGES  
REQUIRED 1 SPACE PER 400 SF  
REQUIRED SPACES 191  
PARKING DESIGNED 124

PARKING  
SECTION 4.090 OFF STREET  
PARKING REQUIREMENTS  
(b) DWELLING  
REQUIRED 2 SPACES PER UNIT  
REQUIRED SPACES 121  
PARKING DESIGNED 121

PARKING  
SECTION 4.090 OFF STREET  
PARKING REQUIREMENTS  
(c) MOTEL, HOTEL OR GROUP  
COTTAGES  
REQUIRED 1 SPACE PER 400 SF  
REQUIRED SPACES 161  
PARKING DESIGNED 171

PARKING  
114 OVERFLOW PARKING SPACES  
ADDITIONAL SPACES FOR SITE

0' 25' 50' 100' 200'





# Site Plan 11X17

1" = 80'-0"



0' 25' 50' 100' 200'







VIEW FROM NW



VIEW FROM NE

# MANZANITA LOFTS

PROJECT LOCATION: CLASSIC + DORCAS  
DATE: 01.04.2022  
CITY OF MANZANITA PRE-APPLICATION REVIEW



CABIN DESIGN



HOTEL UNIT DESIGN

## MANZANITA LOFTS

PROJECT LOCATION: CLASSIC + DORCAS  
DATE: 01.04.2022  
CITY OF MANZANITA PRE-APPLICATION REVIEW



VIEW FROM CLASSIC ST. COTTAGES

## MANZANITA LOFTS

PROJECT LOCATION: CLASSIC + DORCAS  
DATE: 01.04.2022  
CITY OF MANZANITA PRE-APPLICATION REVIEW



**Manzanita SR-R Development  
Planned Development**

Date: January 15, 2022

To: City Manager City of Manzanita

Application: Planned Development – Dorcas Lane + Classic St.

City of Manzanita –

Thank you for taking the time to review the proposed plans for the design of the property at the intersection of Dorcas Lane and Classic St.

Tax Lot: 3N 10W TAX LOT 2600 + 2100

Applicant: Vito Cerelli

Owner: Manzanita Lofts LLC

Zoning: SR-R

Section 4.136 Planned Unit Development (PD)

*2. Standards and Requirements. The following standards and requirements shall govern the application of a planned development in an area in which it is permitted.*

**The subject property zoned SS-R is designed for the use permitted outright per Section 3.030 (2h) Motel, hotel, including an eating and drinking establishment in conjunction therewith. The proposed plan is for a combination of hotel accommodations ranging from studio rooms to cabins. Parking requirements are designed to follow the City of Manzanita zoning codes related to use (as noted / shown on the exhibits to follow).**

*3. Planned Development Procedure. The following procedures shall be observed in applying for and acting on a planned development:*

*(1) A map of existing conditions showing contour lines, major vegetation, natural drainage, streams, water bodies and wetlands.*

**The existing tax map showing the contours is provided along with the existing vegetation and approved wetlands report (as noted / shown in the exhibit to follow)**

*(2) Proposed land uses, lot overages, building locations and housing unit densities.*

**The design consists of (19) studio rooms all +/- 350 SF, (9) cabins all +/- 1,000 SF, as well as (6) micro cabins all +/- 350 SF. The studio rooms are a two-story building with stacked units. The cabins each separate per similar layout as single-family residences. The micro cabins are clustered with no common party wall. Amenities to the design are shown within the design set to adhere to the SR-R zoning (Motel, hotel, including an eating and drinking establishment in conjunction therewith). The lot coverage of the build structures and hardscape is +/- 33% of the area. (The layout can be seen in the provided exhibits to follow).**

(3) Proposed circulation pattern indicating the status of street ownership. Manzanita Zoning Ordinance – Adopted March 6, 1996 Page 77 of 115 Including all Ordinance Amendments through August 31, 2018

**The Circulation pattern / access to the site has been reviewed by the Fire Department, Planning Department, and Public Works.**

(4)) Proposed open space uses.

**The proposed open spaces are a combination of shared patios and natural landscape as well as private areas within the natural environment.**

(5) *Proposed grading and drainage pattern*

**The grading and drainage will follow the natural contours of the land as outlined by the topographical survey. The access road and stormwater catchment will follow the City of Manzanita's requirements and be engineered to standards.**

(6) *Geologic hazards study where required.*

**Not applicable to this site**

(7) *Proposed method of water supply and sewage disposal.*

**Water and Sewer will be provided by the local districts. Pre-app meetings with the agencies have outlined the use per the current design. All utilities will be provided from the intersection of Dorcas Lane and Classic Street.**

(8) *Relation of the proposed development to the surrounding area and the Comprehensive Plan.*

**The proposed design is similar in nature and design to the surrounding development. As shown in the exhibits to follow the plans have a similar use and characteristic as the following: Classic Street Cottages, Coast Cabins, San Dune Inn, and the Manzanita Links. As noted in the Comprehensive Plan this proposed plan will follow the permitted use of the SR-R zone which includes single-family dwellings, or multi-family dwellings and commercial uses developed to serve the development.**

#### **Design Notes + Outline of Site**

**SS-R – Motel / Hotel Use**

**Lot Coverage: +/- 33%**

#### **Studio Units**

- **(19) Units +/- 350 SF**
  - **Parking (Section 4.090 / (c) Motel, Hotel)**
  - **Required Spaces = 19**
  - **Spaces Provided = 24**
- **(9) Cabins +/- 1,000 SF**
  - **Parking (Section 4.090 / (b) Dwellings)**
  - **Required Spaces = 18 (two per unit)**

- Spaces Provided = 18
- **(6) Micro cabins +/- 350 SF**
  - Parking (Section 4.090 / (c) Motel, Hotel)
  - Required Parking = 6
  - Spaces Provided = 7
- **Note – An additional 14 parking spaces are provided in the design for overflow.**

**The Construction is outlined in (3) Phases**

- 1. Year 1**
  - a. Utilities / Road through entire property**
  - b. (19) North units**
- 2. Year 2**
  - a. (9) Cabins**
    - i. Platted / designed to meet residential zoning code for setbacks / heights.**
- 3. Year 3**
  - a. (6) Cabins**

**Landscape / Lighting**

- **Landscaping is designed to be consistent with with the natural surroundings.  
A combination of shore pines and grasses with some accent areas.**
- **Lighting will be kept to a minimum with all fixtures down light for a dark skys.**





## STAFF REPORT

**TO:** Manzanita Planning Commission  
**FROM:** Walt Wendolowski, Contract Planner  
**SUBJECT:** Manzanita Lofts Planned Unit Development – Staff Report  
**DATE:** March 10, 2022

### I. BACKGROUND

- A. APPLICANT: Vito Cerelli.
- B. PROPERTY LOCATION: The property is located at the approximate southwest corner of Dorcas Lane and Classic Street. Classic Street borders the property along the east. The site address is 698 Dorcas Lane and the County Assessor places the property within Township 3 North; Range 10 West; Section 29D; Tax Lot #2100; and, Township 3 North; Range 10 West; Section 29DA; Tax Lot #2600.
- C. MAPPED AREA: Tax Lot #2100 – 3.42 acres; Tax Lot #2600 – 0.41 acres for 3.81 total acres.
- D. EXISTING DEVELOPMENT: The vacant subject area fronts two public streets and public services are available.
- E. ZONING: The property is zoned Special Residential/Recreation Zone (SR-R) and located within the Dune Overlay.
- F. ADJACENT ZONING AND LAND USE: Property to the north is zoned High Density Residential (R-3) and contains a mix of single-family homes. All remaining adjacent land is zoned SR-R and includes a golf course and residences to the west and south, and, residential development to the east.
- G. REQUEST: The applicant is requesting approval of a Planned Unit Development to construct a hotel complex.
- H. DECISION CRITERIA: This application will be evaluated against the Planned Unit Development criteria listed in Ordinance 95-4 Section 4.136; and, the Special Residential/Recreational Zone standards in Ordinance 95-4 Section 3.030.

## II. APPLICATION SUMMARY

- A. The applicant wishes to create a hotel complex on the subject property that will feature a combination of loft units, and, large and small cabins. The project will be developed over three phases:
1. Phase 1 is located at the north end of the site and will total 19 studio hotel rooms within a two-story structure, each approximately 350 square feet in area. This Phase also includes an event gathering space with amenities, including a restaurant.
  2. Phase 2 will be located to the south of Phase 1, containing 9 hotel cabins, each approximately 1,000 square feet in area. These will be unattached and run perpendicular to the adjacent roadway.
  3. Phase 3 will be at the south end of the site and contain 6 small cottages, each approximately 350 square feet in area.
  4. A private roadway will run along the east side of the site, serving all three Phases. Required public facilities will also be located within this roadway. Appropriate levels of parking will be included for each Phase.
- B. Section 3.030(2)(h) permits a “motel, hotels, including an eating and drinking establishment therewith” in the Special Residential/Recreation Zone. In addition, Subsection (4)(c) requires the Planning Commission to use the Planned Development procedures in Section 4.136 when evaluating an application.
- C. This application and review are only considering the planned development layout, and not the individual buildings. While the applicant submitted photos and schematics identifying potential designs, this application does not include a design review for any structure. However, the layout does contain proposed building locations, and if approved, the Commission has the authority to condition their decision on the final layout substantially conforming to the proposal, including the relative size, position and design of the buildings.
- D. Two items for clarification:
1. The zoning map on the City’s website identifies a right-of-way where the subject property is located. This is in error. The County Assessor maps clearly show the two tax lots without an intervening right-of-way.
  2. Phase 2 includes the 1,000 square foot cottages. The submitted plan includes possible property lines (dashed lines) for a possible future

partitioning of the property. That option is not under consideration with the current proposal. Again, the request is to develop a site for a hotel complex with a restaurant.

### III. PLANNED UNIT DEVELOPMENT PROVISIONS

A. Planned unit development procedures in Section 4.136 are used to evaluate development proposals in the SR-R zone. Applicable provisions are reviewed in the following subsections:

1. Section 4.136.1., reviews the purpose of a planned development. Briefly, a "planned development" permits the application of greater freedom of design in land development than may be possible under a strict interpretation of the provisions of this Ordinance.

FINDINGS: Generally, this is not applicable to the request as this is a straight commercial project that will not incorporate modifications to the applicable design standards. The planned unit development approach is a requirement, but not a necessity to achieve the project's objective.

2. Section 4.136.2., establishes the following standards and requirements:
  - (a) A planned development may include any uses and conditional uses permitted in any underlying zone. Standards governing area, density, yards, off-street parking, or other requirements shall be guided by the standards that most nearly portray the character of the zone in which the greatest percentage of the planned development is proposed.
  - (b) The developer may aggregate the dwellings in this zone in "cluster" or multiple- dwelling structures so long as it does not exceed the density limits of the Comprehensive Plan.
  - (c) Assurances such as a bond or work agreement with the City may be required to ensure that a development proposal as submitted is completed within the time limit agreed upon by the developer and the commission.

FINDINGS: In compliance with item "(a)" above, the proposal would establish a hotel with a supporting restaurant, previously identified uses in the zone. The request does not involve dwellings so that provisions in item "(b)" do not apply. Bonding, per item "(c)" is an option available to the City to ensure development of the site.

C. Section 4.136.3, addresses the Planned Unit Development Procedure. The following procedures shall be observed in applying for and acting on a planned development:

- (a) An applicant shall submit 10 copies of a preliminary development plan to the Planning Commission and notify all property owners within 250 feet of the proposed development by mail.

FINDINGS: The material submitted as part of the application complies with the provisions in this Section. Notice was also provided to area property owners per provisions in this Section.

- (b) Prior to discussion of the plan at a public hearing, the City Manager shall distribute copies of the proposal to appropriate City agencies or staff for study and comment.

FINDINGS: Per this item, said plans were distributed prior to the meeting.

- (c) The Planning Commission shall consider the preliminary development plan at a meeting, at which time the comments of persons receiving the plan for study shall be reviewed. In considering the plan, the Planning Commission shall seek to determine that:

- (1) There are special physical conditions of objectives of development which the proposal will satisfy to warrant a departure from the standard ordinance requirements.

FINDINGS: In reviewing the layout, staff determined the applicant is not departing from the standard ordinance requirements. Compliance with these provisions is reviewed in item "D.", below.

- (2) Resulting development will not be inconsistent with the Comprehensive Plan provisions or zoning objectives of the area, particularly with regard to dune stabilization, geologic hazards and storm drainage.

FINDINGS: Ordinance 95-4 implements the City's Plan and appropriately zoned the site for residential uses along with other compatible commercial activities. The hotel and restaurant are consistent with this intended use.

- (3) The area around the development can be planned to be in substantial harmony with the proposed plan.



FINDINGS: Single-family residential development is the primary development activity in the vicinity as is the golf course located to the west. Topography of the site places most of the structures below residential uses to the east thereby limiting impacts. As a primarily a hotel complex, the use is generally compatible with area residential development, noting the zone lists hotels as a permitted use along with residential development.

- (4) The plan can be completed within a reasonable period of time.

FINDINGS: The project will be developed in phases. The Commission has the authority to place reasonable constraints on the timing of activities.

- (5) The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.

FINDINGS: There will be a single private driveway servicing the site. Neither Ordinance 95-4 or Ordinance 95-5 (Land Divisions) contains minimum driveway width and improvement requirements. To ensure two traffic lanes it is recommended the minimum width be 22-feet with paving acceptable to the Department of Public Works.

- (6) Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.

FINDINGS: Compliance with this provision will be determined when engineering plans are submitted. For the record, development cannot proceed unless the submitted engineering plans comply with City, and affected agency, engineering standards.

- (d) The Planning Commission shall notify the applicant whether, in its opinion, the foregoing provisions have been satisfied and, if not, whether they can be satisfied with further plan revision.

FINDINGS: This is a procedural requirement, whereby the decision and any conditions of approval are determined at the Commission hearing and the applicant is formally notified by the City.

- (e) Following this preliminary meeting, the applicant may proceed with his request for approval of the planned development by filing an application for an amendment to this Ordinance.

FINDINGS: It appears the purpose of this provision is to identify the site as a planned development on the City's zoning map (see item "(g)" below). In effect, this requires an approved tentative plan to be submitted, reviewed and eventually recorded.

- (f) In addition to the requirements of this section, the Planning Commission may attach conditions it finds are necessary to carry out the purposes of this Ordinance.

FINDINGS: Ultimately this is the Commission's decision. If so approved, staff provided a list of recommended conditions at the end of this report.

- (g) An approved planned development shall be identified on the zoning map with the letters PD in addition to the abbreviated designation of the existing zoning.

FINDINGS: The City assumes this responsibility if the request is approved and the plat recorded.

- (h) Building permits in a planned development shall be issued only on a basis of the approved plan. Any changes in the approved plan shall be submitted to the Planning Commission for processing as an amendment to this Ordinance.

FINDINGS: The request does not include specific design standards that would apply to any building permit requirements. However, the layout identifies the location of the various hotel units, cottages and amenities. The project must conform to this layout unless otherwise modified by the Planning Commission. Further, design review approval is required to establish each structure. Compliance with parking requirements is determined at that time.

- D. Development standards in the SR-R zone are found in Section 3.030(4). Each item is reviewed below:

- 1. (4)(a) - Overall density for the SR-R zone is 6.5 dwelling units per gross acre. Dwellings may be clustered on one portion of a site within the SR-R zone and achieve a maximum density of 13 dwellings per acre where at least 40% of the total lot or parcel area is reserved or dedicated as permanent open space as a public or private park area or golf course. The open space shall be so indicated on the Plan and zoning map, and deed restrictions to that effect shall be filed with the City.

FINDINGS: This item does not apply as this is a commercial project and does not include residential development.

2. (4)(b) - Standards other than density in the SR-R zone shall conform to those established in the R-3 zone (Section 3.020) except that the Planning Commission may authorize relaxation of these standards to permit flexibility in design such as cluster development, with respect to lot size, setbacks and lot coverage, but not use.

FINDINGS: Compliance with applicable provisions in the R-3 zone is reviewed in item "E.", below. For the purpose of this criterion, the layout meets or exceeds the minimum standards.

3. (4)(c) - The Planning Commission shall use the procedure set forth in Section 4.136 of this Ordinance (Planned Development) in order to evaluate development proposals in this area.

FINDINGS: This report and Commission review comply with requirement.

4. (4)(d) - The maximum lot coverage in the SR-R zone shall not exceed 40%. Less lot coverage may be required in steeply sloping areas or areas with drainage-problems. In all cases the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Based on the applicant's calculations, the lot coverage will not exceed 33% +/- . Compliance with this provision can be continually evaluated as the site develops.

5. (4)(e) - In areas without a high-water table, a dry well capable of absorbing the storm runoff shall be provided in accordance with City standards.

FINDINGS: Compliance with this requirement can be addressed when engineering plans are submitted.

- E. Applicable development standards in the R-3 zone are found in Section 3.020(3). Each item is reviewed below:

1. (3)(a) - The minimum lot size shall be 5,000 square feet for single family or duplexes, plus 2,500 square feet for each additional dwelling unit.

FINDINGS: There are no minimum area requirement for non-residential uses. However, at 3.83 acres, the project greatly exceeds the identified minimum parcel size requirement.

2. (3)(b) - The minimum lot width shall be 40 feet, except on a corner lot it shall be 60 feet.

FINDINGS: The parcel maintains 90-feet of frontage on Dorcas Lane and in no case falls below 60-feet in width.

3. (3)(c) - The minimum lot depth shall be 90 feet.

FINDINGS: The subject area exceeds 1100 feet in depth.

4. (3)(d) - The minimum front yard shall be 20 feet, or the average setback of buildings within 100 feet of both sides of the proposed building on the same side of the street, whichever is less. For purposes of determining the average setback of buildings, vacant lots within 100 feet of both sides of the proposed building on the same side of the street shall be included and shall be assumed to have a building placed 20 feet from the front lot line to the nearest part of the building. In no case shall the front yard setbacks be less than 12 feet.

FINDINGS: There minimum front yard depth is approximately 80-feet.

5. (3)(e) - The minimum side yard setback shall be 5 feet for the portion of the building at the setback line up to 10 feet in height as measured vertically from average finished grade to the highest point of that portion of the building and shall be 8 feet for any portion of the building where this height is exceeded; except that a roof with a pitch of less than or equal to 8 in 12 may extend upward from the 5-foot setback line to the 8-foot setback line. The street side yard setback of a corner lot shall be 12 feet.

FINDINGS: There minimum side yard setback for structures within Phase 1 and Phase 2 is 10-feet. Cabins in Phase 3 are at least 20-feet. Greater setbacks may be required when development plans are submitted.

6. (3)(f) - The maximum building or structure height shall be 28 feet, 6 inches. However, if more than one-half of the roof area has a roof pitch of less than 3 in 12, the building or structure height shall not exceed 24 feet. The height of a stepped or terraced building shall be the maximum height of any segment of the building or structure.



FINDINGS: Compliance with this provision will be determined during design review for the individual structures.

7. (3)(g) - The minimum rear yard setback shall be 10 feet.

FINDINGS: There minimum rear yard setback (Phase 3 cottages) is approximately 120-feet.

8. (3)(h) - The maximum lot coverage in the R-3 zone shall not exceed 55%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases, the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.

FINDINGS: Per requirements of the SR-R zone, the lot coverage limitation is 40%. Based on the applicant's calculations, the lot coverage will not exceed 33% +/- . Compliance with this provision can be continually evaluated as the site develops.

9. (3)(i) - In areas of the City without a high-water table, a dry well capable of absorbing the storm runoff of the impervious surfaces of the property shall be provided in accordance with City standards.

FINDINGS: As noted, compliance with this requirement can be addressed when engineering plans are submitted.

#### V. SUMMARY COMMENTS

- A. Under consideration is a basic layout that establishes the framework for future development. That is driven, in part, by the SR-R requirement that all new projects in the zone must be processed as a planned development. Based on the submitted material and layout, the proposed use is allowed and the buildings meet or exceed setback requirements. Compliance with provisions such as FAR requirements, building height, parking and so forth will be reviewed when design review applications are made for individual buildings, or group of buildings. The design review applications however, must be consistent with the layout submitted as part of this application.
- B. As actual development details are not finalized, the location and level of public facility improvements cannot be determined to any degree, other than services can be extended to the site. It is anticipated the development of the initial phase will trigger specific facility requirements and improvements. For this reason, staff

suggests submittal of engineering plans be delayed until the development of Phase 1 proceeds.

- C. Finally, this is not a subdivision but a commercial project covering three distinct phases. The planned development provisions in Section 4.136 do not establish any time limits for the project, just that the project will be completed within a reasonable amount of time. Given the phasing, it is suggested the developer begin the design review process for Phase 1 within two years of the final decision on this case. Further, applications for improvements for the remaining two phases be submitted within five years from the approval of design review of Phase 1.

#### VI. RECOMMENDATION AND CONDITIONS OF APPROVAL

City staff finds the proposal complies with the applicable Planned Development criteria and recommends the Planning Commission approve the application subject to the following Conditions:

- A. The approval shall be limited to the layout submitted and approved as part of this application. Any modification involving altering the phase boundaries, a change in proposed uses, increasing the proposed building footprints by more than 10% or similar modifications shall require a new application and review to proceed.
- B. Construction for individual buildings shall require a design review application and approval. The applicant has the option of submitting a design review application for each building, for a group of similar buildings or for all the buildings within a Phase.
- C. Engineering plans for the entire development will be submitted as part of the development of the Phase 1. The applicant shall have the option of installing public facility improvements for the entire project or only for each Phase. Unless otherwise modified by City Public Works, the minimum improved roadway width serving the development shall be 22-feet.
- D. Design review applications, and associated engineering plans, for Phase 1 shall be submitted within two years of the date of final approval of this application. Associated submittals for the remaining phases shall be submitted within five years from the date of final approval of the design review of Phase 1. Modification to the Phasing or time extensions shall require the review and approval of the Planning Commission.
- E. Compliance with the Conditions of Approval shall be the sole responsibility of the applicant.

#### VII. PLANNING COMMISSION ACTION

- A. The Planning Commission has the following options:
  - 1. Approve the application, adopting findings and conditions contained in the staff report;

2. Approve the application, adopting modified findings and/or conditions;
  3. Deny the application, establishing findings as to why the application fails to comply with the decision criteria.
- B. Staff will prepare the appropriate document for the Chair's signature.

June 9, 2022

TO: Manzanita Planning Commission

RE: Planned Unit Development at 698 Dorcas Lane – Vito Cerelli

FROM: Jim Miller, 363 Jackson Way (Classic Street Cottages)

Dear Planning Commission,

As you are aware,

The Manzanita Comprehensive Plan states:

The plan overrides other city ordinances, such as zoning, subdivision or other ordinances when there is a conflict."

The plan must have the support of the majority of the community.

The plan is not to be used for the benefit of a few property owners or special interests, but for the city as a whole.

Citizen involvement in Manzanita is consistent with the statewide citizen involvement goal, "to develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process".

The development of a hotel along Classic Street does not adhere to following goal, objectives, and policy of the Manzanita Comprehensive Plan.

Goal: Residual Land Uses is to maintain and create residential living areas which are safe and convenient, which make a positive contribution to the quality of life, and which are harmonious with the coastal environment.

Objective: Maintain livability by preserving within residential areas natural places and other environmental amenities.

Objective: Protect the character and quality of existing residential areas and neighborhoods from incompatible new development.

Policy: The City of Manzanita recognizes the need to conserve open space and protect natural and scenic resources. Planning policies shall be designed to preserve the low intensity character of the community, to promote uses which preserve natural values, such as the presently abundant plant and animal habitat, and to preserve the scenic character of the town.





photo by Pete McDonnell



photo by Yvana Iovino

Site topography does not prevent visual impact to homes adjacent to east side of Classic Street as stated in the Staff Report. The homes will easily be able to view the hotel rooms, hear the noises and smell the smoke from the fire pits. Natural values, such as the presently abundant plant and animal habitat and the scenic character of the town (photos above) will not be preserved.

The report on traffic is insufficient. No traffic count was done at the time of the report and even if it had been done the count would not show what it will be like in the summer months when the vacation homeowners are here. I have read that about 75 percent of the homes in Manzanita are vacation homes or short term rentals which I am sure are used much more during the summer months. In addition as the homes in the Highlands (with more anticipated) are finished and occupied considerably more traffic on Classic Street and Dorcas Lane will be created. More traffic will also be created with the State Park expansion. The intersection of Classic Street and Dorcas Lane plus the entrance/exit from the proposed hotel will become an unsafe and inconvenient environment for all traveling by foot and car especially without any sidewalks.

A Department of State Lands Wetland Delineation Report was never provided covering the entire property. Approval must NOT be given to this hotel (STR?) proposal until a new Wetland Delineation is completed and reviewed by the Planning Commission and by the citizens of Manzanita. If approval is given without the report, the citizens of Manzanita will NEVER be given the opportunity to express their opinions on any changes required by the report since another meeting will NEVER be held. Which will mean the loss of citizen involvement as specified in the Comprehensive Plan.

The following is a response from the Department of State Lands concerning the wetland area where the hotel is being proposed.

=====

From: EVANS Daniel \* DSL <[Daniel.EVANS@dsl.oregon.gov](mailto:Daniel.EVANS@dsl.oregon.gov)>  
Date: Mon, Jun 6, 2022 at 10:19 AM  
Subject: RE: WD # 2017-0149-Wetlands-report July 18, 2017  
To: Jim Miller <[ducbucln@gmail.com](mailto:ducbucln@gmail.com)>

Hi Jim,

There have been no other studies on the non-investigated portion of TL 2100. Additionally, WD2017-0149 expires on July 18, 2022. If you are also interested in that area, it can be renewed for another 5 years if a reissuance delineation is applied for. This requires significantly less report production and is free to submit to the Agency. Basically, confirming no changes in the previous delineation. The additional area of TL 2100 that you are acquiring about would require a full and complete wetland delineation in order to be evaluated, it can't be "added in" to a reissuance delineation.

Regards,

**Daniel Evans, PWS**

Jurisdictional Coordinator

*Columbia, Clatsop, Marion, Polk, Tillamook, Yamhill,*

[Oregon Department of State Lands](#)

=====

Jim Miller <ducbucln@gmail.com>

Attachments

Sun, Jun 5, 10:38 AM (1 day ago)

to daniel.evans

Subject: WD # 2017-0149-Wetlands-report July 18, 2017

Mr. Evans,

I have a question about Tax Lot 2100 mentioned in this attached report. In the report it says, "Please note that the study area includes only a portion of Tax Lot 2100 (see the attached map)". The Wetlands Inventory map on the DSL website shows a freshwater emergent wetland in the portion of Tax Lot 2100 not done in the study. Has any updated wetlands delineation report been done or requested for the entire Tax Lot 2100 including the freshwater emergent wetland shown on the website? I do not see any request for a wetland delineation in the "Check Wetland Delineation Status" Tillamook section of the DSL website. Would one have been done and shown elsewhere on the website?

=====

After I had received this email from Daniel Evans, the applicant has requested a Wetland Determination. A response from DSL may take awhile before a determination can be made. Please don't approve the PUD application without first knowing the determination results.

Please follow the Comprehensive Plan and don't let the zoning codes override what the plan states. Consider the livability and desires of the residents who live in this area of Manzanita.

Thank you,

Jim Miller

## City Planning

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**From:** Yvana Iovino <yvana.iovino@gmail.com>  
**Sent:** Tuesday, March 22, 2022 11:42 AM  
**To:** City Planning  
**Subject:** Corelli PUD application concerns

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Dear Planning Commissioners,

First, let me say that last night you gave me reason to hope. After the development of the Highlands (and now Seaview, etc) and the development of 3rd street, I was afraid that the Planning Commission just rubber stamped any developers request. But last night, what I saw and heard, was a group of individuals who had done their research and had also really listened to the concerns of the growing number of Manzanita residents who are saying please stop this development madness that is destroying our town.

So this letter is just to review and put on record my concerns about the potential hotel development by the golf course.

**(1) Traffic:**

(a) I have major concerns about the area where traffic from the hotel will enter and leave Dorcas Street.

Many people from Classic Street Cottages, Dorcas Street, Ridge Road and now the hundreds of people who are populating the Highlands and the rest of Jim Pentz's development (Seaview, Hilltop, etc) use Dorcas to go to the Post Office and the beach. Dorcas is a small road, width wise, to have traffic entering and leaving the hotel onto a road that pedestrians and bikers and runners frequent. An accident waiting to happen.

(b) The visitors in these hotels will be from out of town and have been here infrequently or not at all. They will not be aware of how this road is utilized in our town. They will come upon the Stop sign immediately as they turn right onto Dorcas. This will be a danger for cars driving down Dorcas as well as cars coming down Classic who think the road is clear. Another accident waiting to happen.

(c) Increased traffic on Classic street. Classic has already become a site of increased traffic—from visitors going to the state park (RVs, large motor homes, trucks towing boats), citizens going to the recycling area, people going to their homes in the Highland development and Ridge road and the trucks. Trucks from any building site in Manzanita driving to dump fill, carry building equipment, wood, concrete mixers, etc all driving back and forth on Classic. The weight limit sign makes no difference. No one is enforcing it. And how else are the trucks going to go to the Highlands, etc or the dump site right on Classic. These trucks are huge, noisy and HEAVY.

Now enter another construction area right below Classic that has to access the same roads but also turning on and off Dorcas.

Where are the people who walk along Classic to get to Dorcas to get to the beach or post office or downtown supposed to walk? On the side of the road by the Classic Street Cottages? That area slopes up and one part forms a large "lake" when it has rained making walking on that side impossible. The city had at one time thought about creating a walking path since pedestrian accidents have already happened, but nothing has come about with that project.

**(2) Our vision for our town:**

As was so aptly put by one of the commissioners: just because it's legal doesn't make it OK and maybe the development shouldn't be approved.

Are we going to OK every land developer who wants to build on all the remaining green spaces in Manzanita? Most of us moved here for the natural beauty, the quietness, the forests and the ocean. Not THIS— unending huge second homes, the taking down of forest land and big old trees, the paving of wetlands.

Where is our heart? Are we becoming just a playground for visitors?

### **(3) The Environment**

And what about the environmental impact? The light pollution, noise pollution, fire pits and smoke in a time when we are seeing more forest fires. The taking down of trees and vegetation in a time when we know through science that trees and vegetation trap carbon. A mature tree absorbs CO2 at a rate of 48 lbs per year. They are without doubt the best carbon technology in the world. Other concerned countries are planting trees in an effort to forestall climate change not cutting them down. It's frankly embarrassing to live in a community that has seeming little regard to what is happening to our world.

I was proud to live in Manzanita: a little known jewel on the Oregon coast known for the arts, its beautiful beach, its residents who care about the environment and its cute downtown.

Please, please let's not change who we are for the sake of greed.

Thank you for listening.

Respectfully,  
Yvana lovino



March 20, 2022

TO: Manzanita Planning Commission

RE: Planned Unit Development at 698 Dorcus Lane

FROM: Linda Olsen, Janet Carter, Mark Beach, Mary Ruef, Yvana Lovino

**Please read aloud and answer the following questions during the hearing on Monday, March 21.**

**1. Wetlands.** When can we see the required wetlands permit report?

**Concern** – City and County maps both show the development as wetland.

**2. Traffic.** What changes will you require at the corner of Dorcas and Classic when the road through the development creates a five-way intersection?

**Concern** - Ten years from now Highlands expects to have 100-200 houses, Manzanita infill could have 100 more, and the State Park has funding to approximately double its camping capacity. How will the intersection of Classic-Dorcas-Cerelli handle that traffic?

**3. Trees.** When can we see plans for tree removal and replacement required by the City?

**4. Occupancy.** Will there be 24/7 onsite hotel manager to monitor the number of occupants per unit and City noise regulations?

**5. Restaurant.** Will there be a restaurant? If there is a restaurant, where will customers park?

**Concern** - The documents mention a restaurant, but the renderings do not show one.

**6. Pedestrians.** Will the development have a path for customers to walk downtown and to the beach?

**Thank you for volunteering your time and energy on behalf of our community.**

## Building

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**From:** Russell Hanf <russell@rhlawoffice.com>  
**Sent:** Tuesday, May 31, 2022 10:22 AM  
**To:** City Planning  
**Cc:** Linda Kozlowski; Hans Tonjes; Steve Nuttall; Jerry Spegman; Leila Aman  
**Subject:** Porposed Hotel off Classic Street and Dorcas:

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

- I am writing to express my concern and dismay regarding currently proposed projects and ongoing development in the City of Manzanita.
- It seems the city is not following its own Comprehensive Plan or its zoning code.
- The proposed hotel is much too large for that area
- Its nature is that of a short-term rental property (which the City already has strict regulations for). There will be NO management on site and occupants will obtain a reservation and then a code totally online. Hence, the business would not be employing local folks to run the huge lodging accommodations.
- At the last Planning Commission meeting, public comment was not allowed even though the developer had provided 10 new documents. This is against the law.
- There were grave concerns voiced by even the Planning Commissioners themselves with regards to traffic, parking, noise, fire and smoke, etc. but the Chair said, “we are just going to have to swallow it” . If the City runs this through against it's own policies, they are asking for messy litigation for years to come.
- Surrounding neighbors of this project wrote letters included in the record that highlight the many ways the City is not following its own code for approving the project including livability issues which are specifically addressed in our Comprehensive Plan as important in the decision making of the town.
- In order to begin to address these issues a group has been created, the Concerned Citizens of Manzanita. We want the City to follow its own Comprehensive Plan and Zoning Codes. We want to engage in a full, robust public process with the Planning Commission and the City Council as new projects are brought to the table.
- We want to feel not only listened to but that those in leadership have the courage to act and make changes based on the input of the citizens of Manzanita.
- We are taking action because we love this town and we want to see the City begin to exhibit more care and concern as development becomes more faster paced.

My name is Russell Hanf and I live at 366 Jackson Way in The Classic Cottages.

May 30, 2022

Manzanita City Council, Planning Commission, and City Manager

To Whom it May Concern:

We are writing to express our concerns regarding currently proposed projects and ongoing development in the City of Manzanita. Development and building is happening at an extremely fast pace, citizen involvement is too limited, the City is not following its own Comprehensive Plan or zoning code. Permitting processes are being moved away from the Planning Commission where there is at least some opportunity for public engagement to staff approvals. Overall, citizens, like us, feel like our concerns are being largely ignored.

For example, the Planning Commission is currently considering a 34-unit hotel set next to the golf course in the middle of residential neighborhoods. It will be the largest hotel built in Manzanita in 40 years, and will basically function as short-term rentals, per comments made by the developer. The hearing was first held in March, continued at the April meeting and then discussed at the May meeting. As noted, concerned citizens were not allowed to provide comments at the May meeting.

The Chair of the Planning Commission said there were concerns about the project, but we are “just going to have to swallow it.” *The City is not following its own code for approving the project.*

What good is the City’s Comprehensive Plan and zoning codes if they’re not used to address concerns that citizens have about development projects? Why is there a limited-to-no public comment process? Why do we have to “swallow” projects that the Planning Commission knows are problematic? What is the City trying to hide?

There is a groundswell of frustration and deep concern about what is happening in our town. In order to begin to address these issues a number of us are creating a group, Concerned Citizens of Manzanita. We want the City to follow our Comprehensive Plan and our zoning codes.

We want to engage in a full, robust *public* process with the Planning Commission and City Council *every time* projects are brought to the table and go through an approval or denial process. We want to feel not only like we are heard, but that those in leadership have the courage to act and make changes based on our input.

We are taking action because we love this town and we want to see the City begin to exhibit more care and concern as development becomes faster paced. Business as usual is not working anymore, it is time for change, starting now.

Sincerely,

Janet Johnson and Margaret O’Toole

780 Dorcas Lane

503.807.8964

April 14, 2022

Denise Lofman  
PO Box 206  
Manzanita, OR 97130  
dlofman@yahoo.com

City of Manzanita Planning Commission  
VIA EMAIL: [planning@ci.manzanita.or.us](mailto:planning@ci.manzanita.or.us)

RE: Planned Unit Development – Vito Cerelli

Dear City of Manzanita Planning Commission:

I am writing with several concerns about the proposed Planned Unit Development (PUD) at Dorcas Lane and Classic Street. As a neighbor whose family owns and lives full time in a home directly across the street from the proposed development, I am concerned that both the three page application from the developer and the Staff Report do not adequately address the requirements in City code for a PUD.

As you know, it is the Planning Commission's duty to make sure the PUD meets the standards in the code. The review must not be put off to technical review after the PUD has already been approved. There must be actual designs detailing the infrastructure plans, including water, sewer, roads/traffic, electricity, stormwater, and electricity for the Planning Commission to review and to base their decisions on. Instead, we have a three page application, and a Staff Report that consistently shifts the decision making to design review or technical review. Development standards must be reviewed by the Planning Commission now rather than kicking the can down the road when this development is already on its way to construction.

At the Planning Commission meeting on March 21, 2022, it was my understanding that the approved 2017 wetland delineation would be provided to the Planning Commission and public prior to the meeting on April 18, 2022. It does not appear that the delineation has been made available yet. Based on the National Wetlands Inventory (<https://fwsprimary.wim.usgs.gov/wetlands/apps/wetlands-mapper/>), the property has one of the larger freshwater emergent wetlands in the City. The wetland is one that is recognized by the City as it is shown on maps in the 2019 Buildable Lands Inventory. Department of State Lands approved wetland delineations are public documents, and the report and corresponding survey/map must be provided for review.

At the March 21 meeting, the City Planner stated that only the layout and concept is required at this time because of the PUD procedure and that the technical details would be reviewed later. I respectfully disagree with this premise, and the City code is quite clear that the Planning Commission shall review and discuss the PUD requirements now, not later in the process. This Planning Commission decision must be based on City code and the developer must provide



detailed plans that the Planning Commission can fully review before making its decision, given the code language includes the words shall and must.

*Section 4.136.2., establishes the following standards and requirements: (a) A planned development may include any uses and conditional uses permitted in any underlying zone. **Standards governing area, density, yards, off-street parking, or other requirements shall be guided by the standards that most nearly portray the character of the zone in which the greatest percentage of the planned development is proposed.***

The character of the zone has not been defined to my knowledge. That must occur before review of the other issues listed above.

Why does the Staff Report indicate that density standards do not apply when the buildings meet the definition of a dwelling?

Parking is already a big issue and has been a point of conflict in this neighborhood for several years. The Staff Report indicates that parking will be reviewed and approved at a later date. The parking plan must be reviewed and approved now, all parking for this development must occur onsite, there is no available street parking in the area.

*Section 4.136.3, addresses the Planned Unit Development Procedure. The following procedures shall be observed in applying for and acting on a planned development:  
The Planning Commission shall consider the preliminary development plan at a meeting, at which time the comments of persons receiving the plan for study shall be reviewed. In considering the plan, the Planning Commission shall seek to determine that:*

*(2) Resulting development will not be inconsistent with the Comprehensive Plan provisions or zoning objectives of the area, particularly with regard to dune stabilization, geologic hazards and storm drainage.*

This area of town already has identified issues with stormwater management as runoff from Classic Street Cottages consistently runs down Dorcas. Stormwater from Dorcas was supposed to go onto the golf course, but that plan was discontinued. The City is now working to correct the issues in another way. Given stormwater management is already a concern in this neighborhood, Planning Commission must review how this proposed development plans to manage run off, especially given the freshwater emergent wetland that is either on the property or nearby as well as the impacts drainage can have on the golf course. As we saw in January, increasing storm events combined with non-permeable surfaces increases stormwater runoff and flooding. A detailed plan of how stormwater will be managed must be provided at this stage of review per the code above.

*(3) The area around the development can be planned to be in substantial harmony with the proposed plan.*

It is my opinion that a 34 unit hotel is not in substantial harmony with the residential neighborhood surrounding the proposed development.

*(5) The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.*

My greatest concern, as I mentioned at the March 21 meeting is the traffic at the four way stop and on Dorcas Lane and Classic Street. I appreciate that the Planning Commission heard this concern from the community and is requiring a traffic study.

The City must address the fact that Classic Street is going to accumulate more and more traffic. Upgrading Classic Street to the design standards in the City of Manzanita Downtown Transportation Plan must be a priority, creating a safe path for pedestrians and bicycles, as well as ensuring the engineering and stormwater drainage is appropriate.

*(6) Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.*

The plans for all the infrastructure that will be needed to fully develop this site must be provided in enough detail that the Planning Commission can fulfill its duty to review utility and drainage facilities. This shall include electricity, water, sewer, gas tanks, and stormwater. Review of these plans are REQUIRED at this review, based on language in Section 4.136.3. Engineering plans must be reviewed by the Planning Commission now, not later.

*D. Development standards in the SR-R zone are found in Section 3.030(4). Each item is reviewed below:*

*1. (4)(a) - Overall density for the SR-R zone is 6.5 dwelling units per gross acre. Dwellings may be clustered on one portion of a site within the SRR zone and achieve a maximum density of 13 dwellings per acre where at least 40% of the total lot or parcel area is reserved or dedicated as permanent open space as a public or private park area or golf course. The open space shall be so indicated on the Plan and zoning map, and deed restrictions to that effect shall be filed with the City.*

The findings for this section in the Staff Report states that density standards do not apply because it is a commercial project, even though the project is made up of dwellings. The cabins and lodges may not be long-term dwellings, but they appear to meet the definition of a dwelling in City ordinances (p. 3).

*Dwelling Unit. Means one or more rooms occupied, designed or intended for occupancy as separate living quarters, and containing four (4) or more of the following: refrigeration; cooking facility (including cooking stove, hot plate, range hood, microwave, or similar facility) or wiring or venting to support same; dishwashing machine; sink intended for meal preparation (not including a wet bar); garbage disposal; toilet; shower or bathtub [Amended by Ord 03-08, passed October 15, 2003]*

Due to the lack of specificity in the application and layout, I am unsure as to how many units will have a kitchen, but it seems that most of them will. If you look at the definition of a dwelling in the code, it means that every unit with a shower/tub, toilet, kitchen sink, and one other kitchen appliance qualifies as a dwelling. Why does just calling it a commercial project mean the density standards do not apply?

This proposed project will build 34 units in the middle of a residential area, the largest hotel development of its kind in 40 years in the City. The Planning Commission needs to look at this issue. If it follows the required density guidelines, the development shall only have 25 units (3.83 acres X 6.5 dwelling units/gross area). In an effort to reduce the impact of this development on our residential neighborhood, I request the Planning Commission apply the lower density standards to this project.

*4. (4)(d) - The maximum lot coverage in the SR-R zone shall not exceed 40%. Less lot coverage may be required in steeply sloping areas or areas with drainage problems. In all cases the property owner must provide the City with a storm drainage plan which conducts storm runoff into adequately sized storm drains or approved natural drainage as approved by the Public Works Director.*

*5. (4)(e) - In areas without a high-water table, a dry well capable of absorbing the storm runoff shall be provided in accordance with City standards.*

I am bringing these requirements to your attention in order to make it clear that stormwater must be addressed during this review. It is repeated in the ordinance multiple times. It cannot be addressed later in the development process.

*(3)(f) - The maximum building or structure height shall be 28 feet, 6 inches. However, if more than one-half of the roof area has a roof pitch of less than 3 in 12, the building or structure height shall not exceed 24 feet. The height of a stepped or terraced building shall be the maximum height of any segment of the building or structure.*

The height restrictions for this proposed development shall follow this code. The Planning Commission must not allow for an increase in height of the proposed structures.

The Staff Report Summary states that this approval is just for a basic layout and that the engineering and other details will be reviewed at later stages. I strongly disagree. The PUD code language is clear and directive, using shall in multiple instances, thereby requiring a deeper review, with greater specificity in plans for infrastructure and engineering, as well as grappling with the density requirements. The application and proposal need more work, as these issues must be reviewed and discussed by the Planning Commission now, as part of the decision-making process for the PUD, not in design and technical review in the future. Infrastructure and engineering plans need to provide enough specificity so the Planning Commission can do its duty and review this project in detail before making a decision. Approving this PUD as a simple

exercise of only approving the layout and then pushing the deeper review out to a later date is unfair to the neighbors who have real concerns about this project.

Thank you for the opportunity to provide comment and for your consideration of the issues I have raised.

Sincerely,  
Denise Lofman



## Building

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**From:** steve rammer <maxwell2005@me.com>  
**Sent:** Monday, June 13, 2022 9:54 AM  
**To:** Building  
**Subject:** Dorcas/Classic 34 unit Air bnb

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello,

When I saw this “development” being consider I was once again left with a single question; how does this 34 unit keyless Air bnb benefit the city and its Full time residents? What are risks, with allowing this project to go forward. As it states they have NO on site management.

It is apparent that more and more the city of Manzanita is becoming a clone of Carmel CA. What was once a comfortable village with an affordable life style has gradually become a playground for the wealthy visitors, huge homes and many wealthy developers who’s primary concern, drumroll please; more wealth for themselves. Exactly the course of Carmel over the years.

It seems today the city, its staff and committees are benevolent to and enable the wealthy few in most cases. A recent example was the individual who was planning on “dune surfacing”. It seems apparent the city would have allowed this project to go forward if not for WE the full time resident's speaking up. Another is the scale of many recent homes...they simply dwarf their neighbors. Why is this allowed??

I have no problem with change, as long as the majority of time it benefits all off us who live here. We have lived here over 20 years and recall when there were no sidewalks, and only a single public restroom. These improvements...benefitted the majority and the visitors. A 34 unit development, with no oversight, parking issues, etc....who does that truly benefit?

The course the city is currently following is flawed, with over development being a primary one. I hope the city looks harder at this development and decides it is NOT in the best interest of the residents, regardless if it meets so called given parameters.

Sincerely  
Steve Rammer  
Full time resident  
Home owner over 20+ years  
Concerned citizen  
Rammer8711@msn.com

Sent from my iPad

Dear Members of the Planning Commission,

I'm writing in regard to the Manzanita Lofts PUD proposed to be located between Dorcas and Classic Street. In the summer of 2012, my husband and I purchased one of the first houses built in Classic Street Cottages. We love this community for many reasons including its small-town atmosphere and how it's possible to really know your neighbors and to be involved in the community in many and varied ways including all the volunteer options. Because we bought our home when just four of the Classic Street Cottages houses were completed, we've lived with construction and all that comes with it (the noise, the pounding, the rattling and vibrations, the large trucks going back and forth, the construction debris blowing into our yard, the smoke from slash burning, etc.) ever since. We've been here through the building of CSC Phase 2 and Phase 3 and The Highlands, which as you know is a long-term project. It's been nine years of virtually non-stop construction in our area which affects the quality of life in our neighborhood. Now we're facing the possibility of being sandwiched in between The Highlands and the Manzanita Lofts construction projects. It's a lot for one small community to bear, especially for those working from home.

A couple recently chose to relocate from Portland to Classic Street Cottages. They reached out to the neighbors asking why their house was so often shaking and vibrating which they would feel even while on their porch. It was intense enough to upset their cat and since they both work from home, they can't escape it. When they found out the cause of the rattling was the construction above them, they were so disappointed. One of the main reasons they chose to move to quiet Manzanita from Portland was to escape all the construction noise they had dealt with in the city.

A major concern is that the proposal is for a hotel complex. I've been following the short-term rental discussions and debates and have felt so sorry for those who live in an area with a high concentration of STRs. Now I find out that we are potentially going to have what, with no on-site management, amounts to 34 short-term rental units just across the street from us. Heartbreaking.

Mr. Cerelli does not live in Manzanita nor in Tillamook county. His only stake in this development is financial gain. The question for the Planning Commission is does this development enhance Manzanita in any way other than the money the City will profit in taxes and fees? Does a 34-unit hotel complex in the middle of a quiet residential community improve our village? Even if the proposed development is in compliance with the zoning for the lots and the applicable ordinances, is it the right thing to do?

Thank you for your studied consideration of this proposal.

Linda Olson  
281 Jackson Way

City of Manzanita Planning Commission

PO Box 129

Manzanita, OR 97130

TO: Manzanita Planning Commission

REF: Hotel/PUD/Commercial/Residential Project Classic and Dorcas Intersection

I reference the proposed project in this way because in your statements and documentation you have referred to the project in all these classifications. So what are you considering and what is it?

I am opposed to this project for 2 specific reasons.

1. Traffic. You have not addressed the issue of a 5-way intersection at Classic and Dorcas other than to say the property has 90 feet of access on to Dorcas. In this regard I do not see that staff has done an adequate job of evaluating the projects impact on the community and its livability as outlined in the Manzanita Comprehensive Plan.
2. Wetlands. The applicant is relying on a 2017 delineation that covers a very small portion of TL2100. It is the planning commissions responsibility to be sure that the Wetlands Issue is properly handled by the applicant to again protect the livability of our community as outlined in the Comprehensive Plan.

The other issue I have a problem with is the initial staff report of March 10, 2022. In almost every instance staff puts the burden of enforcement and decision making on the building department of Manzanita and does not require any detailed information from the applicant.

As an example:

Phase 1 of the project is 19 studio hotel rooms within a 2-story structure. So 9 buildings plus a one story building or 1 building with common walls. The renderings that were submitted seem to show 11 buildings. How can you approve a project with such limited specifics?

On page 3 of the staff report you state "The request does not involve dwellings so provision in item "(b)" does not apply. How is this not a dwelling? Persons will be in the individual units and will be using the space as a temporary dwelling.

William and May Gumpenberger

610 Division CT

Manzanita, OR 97130

503-970-8591

bgumpenberger@hotmail.com

## Building

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**From:** Mary Ruef <mary.ruef.home@gmail.com>  
**Sent:** Sunday, April 10, 2022 12:17 PM  
**To:** Building  
**Subject:** Cerelli project on adjacent to golf course

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

To All Planning commission members and the City Council:

After the first hearing on this project I have been contemplating the impact on the City of Manzanita (citizens of Manzanita). My concerns are not because I live close to this project but for our city as a whole.

1. **Traffic.** The intersection at Classic and Dorcus is already a problem with the four-way stop and pedestrian traffic. Hopefully the study that you asked Cerelli to have conducted will show this. A five way stop is too much. And it looks like the stop out of the hotel property would need to be on the east side of the current eastward stop on Dorcus.

2. **A hotel.** Is this what we want Manzanita to become? If you allow another hotel will more follow? Cerelli says he wants to follow the idea of Coast Cabins. A nice idea, however, the location along the golf course does not allow for the seclusion that Coast Cabins has.

3. **Comprehensive plan.** It seems like Manzanita really needs to very soon look at what is happening here and come up with a plan to preserve quality of life here. The quaintness of Manzanita that people come here for will soon be lost.

Mary Ruef  
Full time resident  
355 Jackson Way



## Building

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**From:** Sandy Wood <columbiagrove@msn.com>  
**Sent:** Monday, April 18, 2022 9:17 AM  
**To:** City Planning  
**Subject:** FW: Classic\Dorcas project

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

To the Planning Commission for meeting on April 18<sup>th</sup>; I forwarded this letter to you last month, but I had used the wrong address.

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**From:** [Sandy Wood](#)  
**Sent:** Tuesday, March 22, 2022 2:13 PM  
**To:** [mscott@ci.manzanita.or.us](mailto:mscott@ci.manzanita.or.us); [kozlowski@ci.manzanita.or.us](mailto:kozlowski@ci.manzanita.or.us); [htonjes@ci.manzanita.or.us](mailto:htonjes@ci.manzanita.or.us); [snuttall@ci.manzanita.or.us](mailto:snuttall@ci.manzanita.or.us); [jspgman@ci.manzanita.or.us](mailto:jspgman@ci.manzanita.or.us); [Leila Aman](#); [cityhall](#)  
**Subject:** Dune decision and Classic\Dorcas project

Good morning

The planning commission last evening focused on the hotel complex proposed for the Classic and Dorcas area. 19 units in hotel, 9 cabins, and 6 micro-cabins present 34 more short term rental units to the community. How many occupants in each unit? And, who will control that number? More people could occupy each unit, of course. Who will control the number of vehicles? Four occupants per unit could mean four vehicles. The parking areas allow for how many vehicles?

The traffic study will need to anticipate the complex being fully occupied, and the accident potential, as well as potential disaster evacuation. I do not think that any of the owners in the area bought with the idea of being across the road from a large party area, with lots of traffic.

The person presenting the project spoke of a keyless entry system, and no responsible person living in the project. There will therefore be no person controlling activities, such as the fire pits, parties, noise, etc. The neighborhood will be forced to tolerate the behavior, or resort to calling the police.

Will there be regulations against fireworks, loud music, etc? And, how enforced?  
Again, many people will be responsible guests; many won't be.  
Who will be cleaning the "kitchen" area, the common areas, etc?  
Will there be daily cleaning, yet more traffic?  
What promise is there, or can be made, for the livability factor for the neighbors?

People want to party when on vacation; people who live here rely on quiet and privacy and respect their neighbors. Livability is an important consideration for all of us. We all are faced with STR units throughout our neighborhoods; many of those guests are responsible, especially with homes surrounding them. Many more take advantage of the fact they are on vacation. They are paying for staying here, and think they have no responsibility and take advantage of the opportunity. Trash everywhere increases with the increase in visitors.

A hotel, cabins, and micro-cabins, without someone in charge of the complex, do not have any protection for the neighbors across the road.

What dog policy is anticipated?

I, too, am concerned about the loss of wetlands. Too much development has already destroyed wetlands. Endless tree cutting has prevailed; I was glad to hear that the trees are being saved. Cutting trees and re-planting baby trees simply isn't the same.

Thank you to the planning commission for delaying permits until wetland, party areas, and traffic are studied. Thank you, also, for requiring your input and public hearing with each phase, if you do approve this project.

Thank you for allowing public input.

Sandy Wood  
120 Beeswax Lane  
Manzanita

Sent from [Mail](#) for Windows

## **City Planning**

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**From:** AJ Arriola <arriola.aj@gmail.com>  
**Sent:** Thursday, June 9, 2022 12:21 PM  
**To:** City Planning  
**Subject:** Manzanita Infrastructure

**As you are aware, Manzanita and the North Oregon Coast, are predicted to have more severe storm events in the future, delivering high levels of precipitation in shorter periods of time. Given the lack of proper stormwater management planning from Classic Street Cottages and down Dorcas and ongoing stormwater issues in the neighborhoods surrounding this proposed development, it is reasonable to expect that the developer must provide the Planning Commission with detailed drawings of how stormwater will be managed onsite prior to project approval. The requirement of providing this detailed information is mentioned in the code multiple times. Because the development will be creating hardened surfaces on a large portion of the property, which is well below the surrounding streets and infrastructure, how will stormwater be addressed? This question needs to be answered NOW, not sometime in the future with approval only by City staff.**

- Infrastructure — Does Manzanita have the infrastructure to support a development of this size? How will the infrastructure for the project be configured? Where are the detailed plans that must be provided before the PUD is approved according to the Manzanita City Zoning Code giving the requirement for the approval of a PUD? The language in those ordinances regarding the requirement to provide infrastructure details prior to approval is quite directive, using both shall and must, to give direction to the Planning Commission.**

- Onsite Hotel Management – As discussed at the May 2022 Planning Commission meeting, the hotel management is planning**

for this hotel to be what Forbes has called a “staff-less boutique hotel.” This means there will be up to 96 guests on-site, without any management or staff to help with safety issues or criminal activity. This does not meet the standard of a hotel. Neighbors have valid concerns that the lack of management will cause conflict and issues between neighbors and hotel guests — this in a City already saturated with STRs and those common problems. Without on-site management, these units should be treated as STRs on which the City Council has currently passed a freeze in the SRR zone. This does not meet the standard of a hotel.

- **Parking** – While the applicant has met the requirements in City code for number of parking spaces, there is concern that when larger events, like weddings, or large family reunions, are held in the shared community building, that there will not be adequate parking on-site. The applicant is on the record in the May 2022 Planning Commission meeting stating that weddings and gathering are part of the planned use for the community building.

What size of gatherings will be allowed in the community building in addition to the guests onsite? Are outside guests allowed? If so, how many? Where will they park if all lodging is filled with guests and the parking spaces are all used?

- There is extremely limited street parking surrounding the proposed development. If larger gatherings with outside guests are to be part of this development and will be allowed, extra parking spaces beyond what has already been proposed should be required as a condition of approval, as well as a plan for parking if large gatherings bring more cars than parking spaces to the development.

- **Livability** - The livability in our neighborhoods is at risk, and we ask the Planning Commission to look at the PUD code. There are places where it is not being followed for this project and the code is clear that a higher level of detail is required before project approval.



**The Contract City Planner is on record that the Comprehensive Plan cannot be used to address livability concerns raised by citizens and Commissioners. We strongly disagree with this opinion. The plan itself states that the Manzanita Comprehensive Plan “has the force of law” and “overrides other city ordinances, such as zoning.” It also states that “Citizens’ feelings and concerns are the foundation of decision making.” The fact is that robust public engagement is a foundation of Oregon Land Use and is required by Manzanita’s Comprehensive Plan. The Planning Commission itself, according to the State of Oregon’s records, serves as the Committee for Citizen’s Involvement (CCI) following the adopted Citizen Involvement Program (CIP). Thus, limiting comment and not addressing valid concerns is violating citizens’ rights, which is against the law. The developer needs to understand that if there is a major change in the City’s administration following the November election in 2022, these violations will be met with rigor.**

**We believe the applicant needs to create more considered plans and strategies that address many of the concerns and questions that have been raised about this project both by citizens and by Planning Commission members, and not just come up with answers on the fly when hard questions are asked during the Planning Commission hearing. At the May meeting, the applicant stated multiple times that he felt he had met code. And yet, there are multiple places outlined above where neighbors and citizens strongly disagree with him and with the Staff Report. The applicant has the opportunity to get started on the right foot in our neighborhood and City, truly hearing and addressing the concerns that have been raised by the neighbors that will surround his project.**

**Given the many outstanding issues listed above, we request the Planning Commission either ask the applicant to voluntarily stop the 120 day clock while the wetland issues are addressed, and use the time to develop the detailed information about infrastructure**

**that the code requires. If the applicant is unwilling to halt the clock, the Planning Commission should deny the project and allow the applicant to return with a more thoughtful and complete application.**

**We ask the Planning Commission not to yield to pressure to approve this application because the City is getting close to its 120 day deadline for a decision or because of some assurance that it “meets code.” There can be disagreements about what meeting code means, and the Planning Commission has every right to exercise their discretionary judgement of this project.**

**Thank you for your attention and consideration.**

Sincerely,

A J Arriola

369 Jackson Way

Manzanita

## City Planning

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**From:** Paul Milne <Paul@floralservices.net>  
**Sent:** Friday, March 25, 2022 5:03 PM  
**To:** City Planning  
**Cc:** Laura Milne  
**Subject:** "Just because something is legally okay, doesn't mean it's the right thing to do for the community"

Dear Commissioners,

I'm writing about Vito Cerelli's proposal for a 34 unit development along Classic Street.

My wife and I live on Classic Street. Our address is 303 Jackson Way, which fronts on the East side of Classic Street.

As you can well imagine we are alarmed at the prospect of this large development going in across the street. When we bought in Classic Street, we were assured that the city had come to terms with the golf course owners and that that property would be preserved as is in perpetuity. We "knew" that there would never be development across the street from our house. While the area of the proposed development is not technically on the golf course, we believe this development is at odds with the spirit of that agreement, as we understand it.

Part of the beauty of the Classic Street Cottages HOA is the prohibition on STR's. I know this is a hot button issue in Manzanita. Imagine our dismay at the prospect of 34 STR's directly across the street!

Simply put, this proposal will blow up our quiet corner of town.

We are opposed to this development at many levels, including noise, crowding, environmental degradation, traffic and safety, all of which have been articulated elsewhere. We are already negatively impacted by the ever-increasing traffic on Classic St; this will certainly make it much worse.

We strongly believe these negatives far outweigh any potential benefits to our town.

Please vote against this proposal.

Best regards,

Paul & Laura Milne  
303 Jackson Way | Manzanita, OR 97130 | C: 503-754-0140

661 Dorcas Lane  
P. O. Box 338  
Manzanita, OR 97130

Ms. Leila Amana, City Manager  
P.O. Box 129  
Manzanita, OR 97130

Looking across from our Dorcas Lane home, I see greenery with songbirds and wildlife. This serenity is to be replaced by a proposed 34-unit *Manzanita Lofts* hotel? If so, our *little corner of Manzanita* where many walk, some with children and dogs, and many others jog and bike, will become a 5-intersection street with constant traffic and noise. *Please say it isn't so...*

Manzanita's Comprehensive Plan has a number of policies that contradict building *the hotel, the largest in Manzanita in 40 years*:

- \* "establishing land uses which are harmonious" A 34-unit hotel is *not harmonious* in the middle of our residential communities along Dorcas Lane, Classic Street and Ridge Drive.
- \* "must have the support of the majority of the community" Does the majority of Manzanita want a new 34-unit hotel?
- \* "destroy living quality and natural amenities" Envision the impact a 34-unit hotel will have on surrounding residents and the Manzanita lifestyle we currently enjoy.
- \* "overload streets and other public facilities" Estimates of an additional 300+ vehicles a day on Dorcas Lane would destroy one of the most popular promenades in Manzanita.

"Manzanita's role shall remain centered around its second home and residential character.



Paul A. Hughes

Cc: City Council  
Planning Commission  
Concerned Citizens of Manzanita



## Building

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**From:** Sandy Wood <columbiagrove@msn.com>  
**Sent:** Monday, May 30, 2022 7:22 PM  
**To:** City Planning; Leila Aman; Mike Scott; Linda Kozlowski; Hans Tonjes; Steve Nuttall; Jerry Spegman  
**Subject:** Concerned Citizen of Manzanita

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Thank you all for reading this.

Our country is in crisis due to people in the government not being willing or able to listen to the thoughts, needs, desires of the public they were elected to serve.

Rather, they are consumed with power and the effort of maintaining it.

Our community is a microcosm of that system, with claims that the public can express their opinions and suggestions and protests, and the reality of shutting down that very ability with each of the public meetings of the city council and the planning commission and the budget committee.

The mayor, for some reason, has been given the responsibility of nominating those members, thus guaranteeing the majority opinion.

The mayor has consistently closed the public comments, leaving many with their hands up, as he goes on to the next items on the city council planning sessions and meetings.

He has overruled the plan to "pause" the STR permits, even with the city manager having worked for hours with the city attorney to ensure legality.

The Comprehensive Plan is being ignored or overruled:

For example, establishing land uses that are harmonious: the destruction of the 3<sup>rd</sup> Street property and the permission given by the city council to exempt the buildings from the STR pause are not harmonious with the public wishes.

I met the driver of a construction supply company truck; he stopped me and asked why? He was horrified, offended, and almost wordless with his distress about the demolition and buildings on 3<sup>rd</sup> Street, and wondered why they were permitted. And this from a person whose job is dependent upon builders\remodelers.

The owners of those buildings do not care about Manzanita; the two who called in to the city council meeting were clear about their sole concern: MAKING MONEY on rentals.

The Comprehensive Plan is not to be used for the benefit of a few property owners or special interests, but for the city as a whole.

The decisions must have the support of the majority of the community: who decided we want this insane burst of growth?

What about fixing infrastructure first? Many streets need repair\paving, but have not heard that being suggested.

Destroying the quality of living here and not protecting the environment. . .

Overloading the streets and other public facilities. . .who hasn't had construction, the trucks, the noise as a part of "normal" daily life?

Quality of life??

Our Comprehensive Plan is in need of update, as are apparently many of the coastal communities. Why don't we lead the way?

Remember the dune grading permit, and the protest, and the denial of that permit by the state?  
You were going to work with the attorney on that subject; what is the status?

The proposed Manzanita Lofts project has not been submitted with all the infrastructure details required, yet the project seems to be forced forward.

The traffic study should have shown the massive increase in traffic, both from the proposed hotel and the massive development nearby, causing more damage to Dorcas.

It, too, is being proposed by a developer who doesn't care about Manzanita's livability.

"We are just going to have to swallow it" WHY??

The neighborhood would be negatively impacted by a 34 unit STR "hotel", with the concerns by the public being ignored.

The traffic, parking, noise, parties, fire pits, open kitchen: all uncontrolled: just call the police is the suggested solution. The police force is wonderful, but this is not their job.

Manzanita is not a big city; it is a charming small town. There needs to be a stop with competing with Cannon Beach, or whatever image the decisions are trying to outdo.

I purchased a home in Manzanita because I loved the community.

A Concerned Citizen of Manzanita  
Sandy Wood  
120 Beeswax Lane

Sent from [Mail](#) for Windows

April 12, 2022

City of Manzanita Planning Commission  
167 South 5th Street  
Manzanita, Oregon 97130

RECEIVED

APR 13 2022

CITY OF MANZANITA

Dear Planning Commissioners:

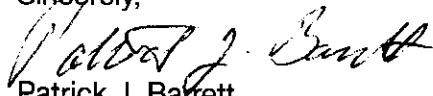
I am a resident of Classic Street Cottages and am writing to express my opposition to the proposed Manzanita Lofts development along Classic Street.

My principal reason for opposing this development is the potential negative impact the increased car traffic will have on pedestrian usage of this side of Manzanita. In recent years the the full length of Classic Street from Necarney City road up to Manzanita Avenue has seen a sharp increase in motor vehicle traffic. Classic Street is narrow, without sidewalks, and a popular bypass for drivers coming off Hwy 101 into central Manzanita, trying to avoid the Lenada bottleneck. Dorcas Lane is increasingly being used to funnel traffic in and out of town. My neighbors and I walk daily to local stores, the post office, and up and over Ridge road to the beach. In conversations with other walkers I frequently hear something like this: "Classic Street and Dorcas Lane are so narrow, there are no sidewalks, and cars ignore the posted speed limit. They're really becoming dangerous to walk."

The livability of our corner of Manzanita is being upended, first by the Highlands Development and now by this commercial motel possibility. This is not the vision many of us share or desire for our town. The attraction of our community is its serenity, it's quiet, friendly peaceful beach town lifestyle. Ironically this is both Manzanita's appeal and it's downfall as the pressure to grow and accommodate visitor increases.

I think we are at a critical junction in Manzanita. Are we going to succumb, like so many Oregon coastal communities before us, to the imperative of commerce? Or can we have the courage to prioritize the livability our residents desire? I strongly urge you to deny this inappropriate development for the sake of all of us who love our community. Thank you.

Sincerely,



Patrick J. Barrett  
758 Dorcas Lane  
Manzanita, Oregon

## Building

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**From:** jo@josdomain.com  
**Sent:** Monday, May 16, 2022 6:34 PM  
**To:** k.r.yurka@gmail.com  
**Cc:** City Planning  
**Subject:** FW: planned development

Karen, I see this wasn't in the record as an attachment. What did I do wrong?

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**From:** [jo@josdomain.com](mailto:jo@josdomain.com) <[jo@josdomain.com](mailto:jo@josdomain.com)>  
**Sent:** Wednesday, March 23, 2022 1:06 PM  
**To:** Leila Aman <[laaman@ci.manzanita.or.us](mailto:laaman@ci.manzanita.or.us)>; 'k.r.yurka@gmail.com' <[k.r.yurka@gmail.com](mailto:k.r.yurka@gmail.com)>  
**Cc:** 'Mike Scott' <[miscott@ci.manzanita.or.us](mailto:miscott@ci.manzanita.or.us)>; 'Linda Kozlowski' <[lkozlowski@ci.manzanita.or.us](mailto:lkozlowski@ci.manzanita.or.us)>; 'Steve Nuttall' <[snuttall@ci.manzanita.or.us](mailto:snuttall@ci.manzanita.or.us)>; 'jspegman@ci.manzanita.or.us' <[jspegman@ci.manzanita.or.us](mailto:jspegman@ci.manzanita.or.us)>; 'htonjes@ci.manzanita.or.us' <[htonjes@ci.manzanita.or.us](mailto:htonjes@ci.manzanita.or.us)>  
**Subject:** planned development

To: Leila Aman and Karen Reddick-Yurka  
Cc: Manzanita City Council  
From: Jo Newhouse  
Date March 23, 2022

I recently attended the Planning Commission meeting regarding the potential development to be built at the corner of Dorcas and Classic. I have some concerns about the actual use of the property.

I do not object to the development itself. **But if not staffed full-time**, I contend that this 'hotel' will be a collection of 34 short-term rentals, especially as half of them will be in self-contained cabins. This is in a zone (SR-R) that contains no other hotels and limits the STRs to the 17 ½% cap. It is a dangerous precedent at a time when the City is considering a moratorium on additional STRs.

As presented, this property will have: 19 studio hotel rooms in semi-attached and detached two-story structures. This phase also includes an event gathering space. Phase 2 will contain 9 hotel cabins. These will be unattached. Phase 3 will contain 6 small cottages.

When asked if the hotel will be staffed, the applicant, Mr. Cirelli said that it would be a "hybrid model" and would have people available to respond. This is no different than a company like Sunset Rentals. They have people available to respond. A key difference is that Ordinance 10-3, governing STRs, ensures that the response will be quick and effective.

*"If the problem cannot be resolved or an immediate resolution is not achieved by phone, the Owner or Local Agent shall make an in-person visit to the Short-Term Rental to rectify the situation within 20-minutes."*



There is no similar regulation for hotels in City ordinances. There is also no requirement that I was able to find that a hotel must have an on-site staff 24/7. A commitment, in writing, that the property will include an office and full-time staff person would alleviate many of the issues regarding noise, loose dogs, etc., that people have associated with STRs, and would make this truly the “hotel” people expect.

Jo Newhouse

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 Virus-free. [www.avg.com](http://www.avg.com)

May 13, 2022

TO: Manzanita Planning Commission

RE: Planned Unit Development at 698 Dorcas Lane - Vito Cerelli

FROM: Jim Miller, 363 Jackson Way (Classic Street Cottages)

It is my opinion that the development of a hotel along Classic Street does not adhere to following goal, objectives, and policy of the **MANZANITA COMPREHENSIVE PLAN:**

Goal of Residual Land Uses is to maintain and create residential living areas which are safe and convenient, which make a positive contribution to the quality of life, and which are harmonious with the coastal environment.

Objective 1 Maintain livability by preserving within residential areas natural places and other environmental amenities.

Objective 3 Protect the character and quality of existing residential areas and neighborhoods from incompatible new development.

Policy 1 The City of Manzanita recognizes the need to conserve open space and protect natural and scenic resources. Planning policies shall be designed to preserve the low intensity character of the community, to promote uses which preserve natural values, such as the presently abundant plant and animal habitat, and to preserve the scenic character of the town.

## **COMMITTS ON THE STAFF REPORT**

### **IV. PLANNED UNIT DEVELOPMENT PROVISIONS**

Item C (c) (3) The area around the development can be planned to be in substantial harmony with the proposed plan.

#### **FINDING:**

Site topography places most of the structures below residential uses to the east thereby limiting visual impacts.

Further, as a hotel with a limited number of units, the use is generally residential in nature which also promotes compatibility with the area.

COMMIT:

I disagree with this assumption.

The homes directly adjacent to Classic Street in the Classic Street Cottages will easily be able to view the hotel rooms, hear the noises and smell the smoke from the firepits.

Guests will be coming and going from the hotel a lot more than residents come and go from their homes.

Item C (c) (5) The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.

FINDING:

Traffic study report

COMMIT:

I find the report on traffic to be insufficient. No traffic count was done at the time of the report and even if it had been done the count would not show what it will be like in the summer months when the vacation homeowners are here.

I have read that about 75 percent of the homes in Manzanita are vacation homes or short term rentals which I am sure are used much more during the summer months. In addition as the homes in the Highlands (with more anticipated) are finished and occupied considerably more traffic on Classic and down Dorcas will be created.

Item D. Development standards in the SR-R zone are found in Section 3.030(4). Each item is reviewed below:

FINDING:

Wetlands

COMMIT

I agree that the Department of State Lands must be involved but an entirely new Wetlands Delineation Report be provided by them that covers the entire property where the PUD is planned not just a small section.

Thank you for your consideration and time to read this.

Jim Miller

June 9, 2022

City of Manzanita Planning Commission  
PO Box 129  
Manzanita, OR 97130

Dear Manzanita Planning Commission:

The citizens signed below have the following concerns regarding the Manzanita Lofts Project. We ask that they be addressed before this project is approved.

- **Traffic safety — The project will create an extremely awkward five-way stop at Dorcas and Classic, an already busy intersection on narrow streets, which, according to the developer's traffic study, will add an additional 309 traffic trips a day during the busy summer months. Traffic safety is one of the top concerns of citizens who live in the neighborhood surrounding the proposed project. Classic is a very narrow street without five foot easements on both sides. While the project has been reviewed for safety, it does not answer the questions of how the City will deal with heavier traffic at this intersection and pedestrian or bicycle safety on two busy and narrow City streets. The City should address these issues, and this plan should also include an update on the structure of Classic and Dorcas which are both sub-standard. In addition, Classic Street (according to Manzanita's Downtown Transportation Plan) should include a pedestrian/bike path adjacent to the street, similar in design to the pedestrian/bike path on Carmel.**
- **Fire access – the proposed hotel has only one entrance and egress. How will visitors be evacuated in case of a fire when fire trucks and other equipment need access to the buildings?**
  - The lack of additional entrances and egress may expose the City to liability if visitors cannot get out of the area in the case of an emergency.
  - A further complication are that firepits are featured as an exterior amenity of the hotel to be used by visitors in the evenings when there will be no staff on site.
- **Wetlands – The developer of the property provided a Preliminary Jurisdictional Determination (PJD) of wetlands and other waters for Tax Lot #2100 stating that there is no wetland on the property. However, the lot has a freshwater emergent wetland shown on the National Wetland Inventory (NWI), State Wetland Inventory**



(SWI), and in City of Manzanita's 2019 Buildable Lands Inventory. This means it requires more than a PJD to determine whether a wetland exists on the property. We understand that the applicant has submitted a wetlands and waters determination request to the Department of State Lands (DSL). DSL will provide a response to the City of Manzanita within 30 days of the submission, and part of the response will be a recommendation if a delineation is needed or not.

A Wetland Land Use Notice (WLUN) from the City of Manzanita to DSL is required by ORS 196.676 for this property/development. The notice should have been sent to DSL within five days after the application was deemed complete. According to the DSL Aquatic Resource Planner, "At this point the determination can informally stand-in for the WLUN, since the 'wet det' request has been submitted, but obviously this is not the best or standard operating procedures." It is concerning that proper procedures have not been followed by the contract City Planner to ensure wetlands are properly reviewed and work in wetlands properly permitted.

How does the Planning Commission want to handle the fact that DSL will most likely require a wetland delineation for all of Tax Lot #2100 where the majority of the development will be located? If there is a wetland on the site, the site plan may need to be revised to accommodate the wetland and a joint permit from DSL and US Army Corps of Engineers will need to be secured prior to any work in the wetland area. It does not make sense to move forward with approval while these large, outstanding issues exist. **We strongly recommend that the Planning Commission ask the applicant to agree to a voluntary extension of the 120 day limit while coordinating with DSL to address the wetland issues. If the applicant will not agree to a voluntary extension while addressing wetlands and other concerns, we request the Planning Commission deny the application.**

- **Stormwater & Infrastructure – The code is very clear that these issues are to be addressed before the PUD is approved, not after. In fact, the code that provides instructions about how the PUD is to be evaluated is clear that infrastructure must be addressed with detailed plans before approval. Approval of the project requires detailed information, as the Planning Commission uses discretionary judgement to make their decision. Instead, the Staff Report is doing the community a deep disservice and gaming the system by moving most of the approvals for infrastructure and project details away from the Planning Commission to City staff sometime in the future, taking away the discretionary judgement and opportunities for public comment that rest with the Planning Commission.**

Manzanita, and the North Oregon Coast, are predicted to have more severe storm events in the future, delivering high levels of precipitation in shorter periods of time. Given the lack of proper stormwater management planning from Classic Street Cottages and down Dorcas and ongoing stormwater issues in the neighborhoods surrounding this proposed development, it is reasonable to expect that the developer must provide the Planning Commission with detailed drawings of how stormwater will be managed onsite prior to project approval. The requirement of providing this detailed information is mentioned in the code multiple times. Because the development will be creating hardened surfaces on a large portion of the property, which is well below the surrounding streets and infrastructure, how will stormwater be addressed? This question needs to be answered NOW, not sometime in the future with approval only by City staff.

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We believe the applicant needs to create more considered plans and strategies that address many of the concerns and questions that have been raised about this project both by citizens and by Planning Commission members, and not just come up with answers on the fly when hard questions are asked during the Planning Commission hearing. At the May meeting, the applicant stated multiple times that he felt he had met code. And yet, there are multiple places outlined above where neighbors and citizens strongly disagree with him and with the Staff Report. The applicant has the opportunity to get started on the right foot

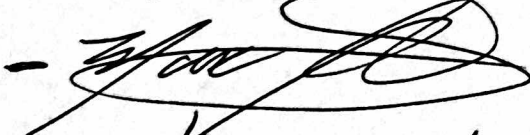

in our neighborhood and City, truly hearing and addressing the concerns that have been raised by the neighbors that will surround his project.


Given the many outstanding issues listed above, we request the Planning Commission either ask the applicant to voluntarily stop the 120 day clock while the wetland issues are addressed, and use the time to develop the detailed information about infrastructure that the code requires. If the applicant is unwilling to halt the clock, the Planning Commission should deny the project and allow the applicant to return with a more thoughtful and complete application.

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Signed by Concerned Citizens of Manzanita

- Signed begin on next page

-   
- 

-   
- Margaret O'Toole



March 20, 2022

TO: Manzanita Planning Commission

RE: Planned Unit Development at 698 Dorcus Lane

FROM: Linda Olsen, Janet Carter, Mark Beach, Mary Ruef, Yvana Lovino

**Please read aloud and answer the following questions during the hearing on Monday, March 21.**

**1. Wetlands.** When can we see the required wetlands permit report?

**Concern** – City and County maps both show the development as wetland.

**2. Traffic.** What changes will you require at the corner of Dorcas and Classic when the road through the development creates a five-way intersection?

**Concern** - Ten years from now Highlands expects to have 100-200 houses, Manzanita infill could have 100 more, and the State Park has funding to approximately double its camping capacity. How will the intersection of Classic-Dorcas-Cerelli handle that traffic?

**3. Trees.** When can we see plans for tree removal and replacement required by the City?

**4. Occupancy.** Will there be 24/7 onsite hotel manager to monitor the number of occupants per unit and City noise regulations?

**5. Restaurant.** Will there be a restaurant? If there is a restaurant, where will customers park?

**Concern** - The documents mention a restaurant, but the renderings do not show one.

**6. Pedestrians.** Will the development have a path for customers to walk downtown and to the beach?

**Thank you for volunteering your time and energy on behalf of our community.**

April 12, 2022

City of Manzanita Planning Commission  
167 South 5th Street  
Manzanita, OR 97130

RECEIVED

APR 15 2022

CITY OF MANZANITA

Dear Planning Commission members:

I am writing regarding the planned unit development Manzanita Lofts. I was unable to attend the public hearing on March 21, 2022 but watched the video. I appreciated the discussion that took place that evening and now the opportunity to comment on the proposed development.

As a resident of Classic Street Cottages, I have daily exposure throughout all the seasons, with the area of the proposed development. I experience it as a neighbor, driver and walker. It is because of this background that I urge the Commission to vote against the development. My reasons fall into three broad categories:

#### Infrastructure issues

- A. The current four way intersection of Classic and Dorcas Streets is one of the most awkward I've ever seen. It is poorly planned to handle the ever increasing traffic from old and new housing developments to the south and the heavily used state park. To add another development that would need an entrance and exit onto Dorcas, adding a minimum of 34 more cars, will just make a bad situation worse.
- B. Neither Classic Street or Dorcas are built to handle existing traffic let alone more. Both streets are a minimum width with no striping to designate vehicle lanes, inadequate speed limit signs, no shoulders for safe walking, and no designated bike lanes. Both streets have limited ability to be widened due to steep drop offs bordering the golf course. Additionally part of Classic Street to the south of the intersection is already showing signs of slumping on the roadway closest to the steep cliff on the east side of the proposed new development.

#### Density Issues

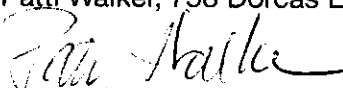
- A. The developer repeatedly referenced Coast Cabins (6 units) and the San Dune Inn (14 units) as inspiration or in support of his development. At a total of 34 units, The Manzanita Lofts has more units than both of those two businesses combined, in a much more problematic location and on much more challenging property.

#### Community Issues

- A. There continues to be friction in Manzanita and other cities between tourism/commerce and community/livability. Right now Manzanita is suffering from rapid development infilling formerly open lots and sprawling into outlying areas once forested wildlife corridors. Increased pressure from tourism is upending the small town quality of life. Once narrow but walkable streets such as Dorcas and Classic are becoming dangerous for walkers, bikers and drivers alike. Drivers used to city driving speed on Classic and Dorcas and walkers accustomed to sidewalks walk on both sides of the street making it hard for a single car to pass let alone opposing vehicles.
- B. Fire pits. What can I say? Tourists love them, neighbors hate them. On days when the wind is from the north, we can smell the fire at Coast Cabin. Fire pits in the Loft Development would get us on the other days when the wind is from the west.

Thank you for your service and commitment to this community process.

Sincerely,  
Patti Walker, 758 Dorcas Lane, Manzanita OR





Dear Manzanita Planning Commission,

I am writing about the proposed SR-R Planned Development – Dorcas Lane + Classic St. (Manzanita Lofts LLC). As you know this piece of property (Tax Lot: 3N 10W TAX LOT 2600 + 2100) is directly adjacent to hole #5 of Manzanita Links golf course. Hole #5 is our “signature hole”. It is the most photographed and for many their favorite hole on the golf course. It is a short par 4 of 280 yards, where most folks use a driver, with out of bounds on the right-hand side (property line). Many balls are sliced to the right and out of bounds along that property line.

As of now, no representative from the proposed development design team has approached myself or my staff about the proposed development and what it may mean for the operation of the golf course. While the plans and design sketches are beautifully rendered, we do have some concerns on how this development could affect the golf course operation and on how the development itself seems dependent on golf course views as a selling point.

**Important Concerns:**

- Aesthetics and playability of the golf course
- General safety, including from errant golf shots
- Local public accessibility to the course or walking paths
- Drainage/hazardous materials during construction and beyond

It appears by the sketches and plans in the application that several units are right on the property line and several trees and shrubs that are on golf course property are removed or limbed up to offer golf course views. It appears that a lot of the marketing and appeal of the property of the development will be because of golf course views as it is in a low area with no attractive views to east.

As owner of the golf course, we do reserve the right to keep the vegetation on the property as is, or plant new trees and vegetation for safety, playability, aesthetic, or other purposes that may block some or all views of the proposed design. We also reserve the right to build signs or fencing to prevent unwanted trespassing or help with safety or aesthetics, which also could eliminate viewing corridors.

Again, as of today, no one from the proposed development team has met with myself or any of my staff about the scope, marketing, or design plans and how they may affect the golf course operation and playability. This letter is in no way a condemnation of the plan or a comment of their right to do such a development in the SR-R zone, of which it appears to be a legal use, but to make note of our concerns to the city and the developer.

As many of you know, we have worked hard over the last 4+ years to keep the golf course open and have spent tens of thousands of dollars to upgrade outdated systems and facilities for the benefit of the course and the community. We also very much enjoy allowing the community to use the golf course on Monday's during the off season for walking paths and a park. Our plan is to continue to make Manzanita Links a jewel for the city to enjoy long into the future. Thank you for your consideration.

All the best,

A handwritten signature in black ink that reads "Matt J. Brown" followed by a long horizontal line.

Matt J. Brown  
Owner, Manzanita Links, LLC  
Cell: 503-757-3644  
Email: [mjbrown@pga.com](mailto:mjbrown@pga.com)



Comments relating to the traffic report about Manzanita Lofts dated April 7 submitted by the applicant following the March meeting of the Planning Commission.

- The traffic report was based on estimates on guidelines published by a professional association, not on a site visit.
- Estimates come from guidelines for Motel Land Use. But the distribution and variety of sizes of buildings for Manzanita Lofts make it more like a neighborhood than a motel. A neighborhood has far more traffic for housekeeping, landscaping, maintenance, and package delivery than a motel.
- The report does not consider reconstruction of the roadway and intersection of Dorcas and Classic scheduled by Manzanita public works for next fall.
- The report says traffic volumes are typically low on Classic and Dorcas but does not say whether volume is a count of vehicles or a measure of weights. The matter of weights is especially important because of the tonnage of construction and RV traffic using Classic.
- Whether volume means count or weights, the report does not consider traffic increases from expansion of the Highlands, growth of the transfer station, and doubling capacity of the state park – all foreseeable in the near future. Those factors seem fundamental to planning by a Planning Commission.

Please ask the applicant for a more precise and thoughtful traffic study.

Mark Beach

207 Jackson Way

FROM: James Miller, 363 Jackson Way

Just an observation but the study area of wetlands in the maps of the Wetlands Delineation Report do not coincide with where the actual wetlands are as shown in the City of Manzanita Buildable Lands Inventory 2019 and the Tillamook County wetlands website. The study area only considers a very small area of Tax Lot #2100 and does not include the actual wetlands as shown on the Tillamook County wetlands website. So the actual wetlands are not included in the Wetlands Delineation Report. The report may have incorrectly shown the area that was studied or the website location of the wetlands is wrong. Or the Delineation Report needs to be redone.



June 9, 2022

City of Manzanita Planning Commission  
PO Box 129  
Manzanita, OR 97130

Dear Manzanita Planning Commission:

The citizens signed below have the following concerns regarding the Manzanita Lofts Project. We ask that they be addressed before this project is approved.

- Traffic safety — **The project will create an extremely awkward five-way stop at Dorcas and Classic**, an already busy intersection on narrow streets, which, according to the developer's traffic study, will add an additional 309 traffic trips a day during the busy summer months. Traffic safety is one of the top concerns of citizens who live in the neighborhood surrounding the proposed project. Classic is a very narrow street without five foot easements on both sides. While the project has been reviewed for safety, it does not answer the questions of how the City will deal with heavier traffic at this intersection and pedestrian or bicycle safety on two busy and narrow City streets. The City should address these issues, and this plan should also include an update on the structure of Classic and Dorcas which are both sub-standard. In addition, Classic Street (according to Manzanita's Downtown Transportation Plan) should include a pedestrian/bike path adjacent to the street, similar in design to the pedestrian/bike path on Carmel.
- Fire access — **the proposed hotel has only one entrance and egress**. How will visitors be evacuated in case of a fire when fire trucks and other equipment need access to the buildings?
  - o The lack of additional entrances and egress may expose the City to liability if visitors cannot get out of the area in the case of an emergency.
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(SWI), and in City of Manzanita's 2019 Buildable Lands Inventory. This means it requires more than a PJD to determine whether a wetland exists on the property. We understand that the applicant has submitted a wetlands and waters determination request to the Department of State Lands (DSL). DSL will provide a response to the City of Manzanita within 30 days of the submission, and part of the response will be a recommendation if a delineation is needed or not.

A Wetland Land Use Notice (WLUN) from the City of Manzanita to DSL is required by ORS 196.676 for this property/development. The notice should have been sent to DSL within five days after the application was deemed complete. According to the DSL Aquatic Resource Planner, "At this point the determination can informally stand-in for the WLUN, since the 'wet det' request has been submitted, but obviously this is not the best or standard operating procedures." It is concerning that proper procedures have not been followed by the contract City Planner to ensure wetlands are properly reviewed and work in wetlands properly permitted.

How does the Planning Commission want to handle the fact that DSL will most likely require a wetland delineation for all of Tax Lot #2100 where the majority of the development will be located? If there is a wetland on the site, the site plan may need to be revised to accommodate the wetland and a joint permit from DSL and US Army Corps of Engineers will need to be secured prior to any work in the wetland area. It does not make sense to move forward with approval while these large, outstanding issues exist. **We strongly recommend that the Planning Commission ask the applicant to agree to a voluntary extension of the 120 day limit while coordinating with DSL to address the wetland issues. If the applicant will not agree to a voluntary extension while addressing wetlands and other concerns, we request the Planning Commission deny the application.**

- Stormwater & Infrastructure – **The code is very clear that these issues are to be addressed before the PUD is approved, not after.** In fact, the code that provides instructions about how the PUD is to be evaluated is clear that infrastructure must be addressed with detailed plans before approval. Approval of the project requires detailed information, as the Planning Commission uses discretionary judgement to make their decision. Instead, the Staff Report is doing the community a deep disservice and gaming the system by moving most of the approvals for infrastructure and project details away from the Planning Commission to City staff sometime in the future, taking away the discretionary judgement and opportunities for public comment that rest with the Planning Commission.



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- Signatures begin on next page

Linda Olson 281 Jackson Way Manzanita

M. J. Olson 281 Jackson Way "

## Building

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**From:** cityhall  
**Sent:** Wednesday, June 15, 2022 1:57 PM  
**To:** Building  
**Subject:** FW: Planning Commission comment

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**From:** Mark Beach <mbeach125@gmail.com>  
**Sent:** Wednesday, June 15, 2022 1:51 PM  
**To:** cityhall <cityhall@ci.manzanita.or.us>  
**Subject:** Planning Commission comment

Please post this message for the Planning Commission meeting on June 20.

Manzanita's comprehensive plan, which carries the force of law, says that in the SRR zone "overall residential densities shall not exceed 6.5 dwelling units per acre." The Manzanita Lofts property lies inside the SSR zone and is therefore limited to 24 units. The application far exceeds that limit. Obeying the law requires denying the application.

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The Contract City Planner is on record that the Comprehensive Plan cannot be used to address livability concerns raised by citizens and Commissioners. We strongly disagree with this opinion. The plan itself states that the Manzanita Comprehensive Plan “has the force of law” and “overrides other city ordinances, such as zoning.” It also states that “Citizens’ feelings and concerns are the foundation of decision making.”

The fact is that robust public engagement is a foundation of Oregon Land Use and is required by Manzanita’s Comprehensive Plan. The Planning Commission itself, according to the State of Oregon’s records, serves as the Committee for Citizen’s Involvement (CCI) following the adopted Citizen Involvement Program (CIP). Thus, limiting comment and not addressing valid concerns is violating citizens’ rights which is against the law. The developer needs to understand that if there is a major change in the City’s administration following the November election in 2022, these violations will be met with rigor.

We believe the applicant needs to create more considered plans and strategies that address many of the concerns and questions that have been raised about this project both by citizens and by Planning Commission members, and not just come up with answers on the fly when hard questions are asked during the Planning Commission hearing. At the May meeting, the applicant stated multiple times that he felt he had met code. And yet, there are multiple places outlined above where neighbors and citizens strongly disagree with him and with the Staff Report. The applicant has the opportunity to get started on the right foot

in our neighborhood and City, truly hearing and addressing the concerns that have been raised by the neighbors that will surround his project.

**Given the many outstanding issues listed above, we request the Planning Commission either ask the applicant to voluntarily stop the 120 day clock while the wetland issues are addressed, and use the time to develop the detailed information about infrastructure that the code requires. If the applicant is unwilling to halt the clock, the Planning Commission should deny the project and allow the applicant to return with a more thoughtful and complete application.**

We ask the Planning Commission not to yield to pressure to approve this application because the City is getting close to its 120 day deadline for a decision or because of some assurance that it "meets code." There can be disagreements about what meeting code means, and the Planning Commission has every right to exercise their discretionary judgement of this project.

Signed by Concerned Citizens of Manzanita

- Signatures begin on next page

Linda Olson 281 Jackson Way Manzanita

M. J. Olson 281 Jackson Way "

## Building

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**From:** cityhall  
**Sent:** Monday, June 20, 2022 6:28 AM  
**To:** Building  
**Subject:** FW: Contact Us message from City Of Manzanita Website

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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**From:** City Of Manzanita contact form <cityofmanzanitaoregon@gmail.com>  
**Sent:** Sunday, June 19, 2022 4:08 AM  
**To:** cityhall <cityhall@ci.manzanita.or.us>  
**Subject:** Contact Us message from City Of Manzanita Website

Name: Lydia Felley  
Email: [lfelley@nehalem.tel.net](mailto:lfelley@nehalem.tel.net)

Choose Department: Planning Department

Message: Please do not approve the Manzanita Lofts proposal. The density of this proposal is way too much for the area. Manzanita was a small town community and is now a bursting at the seams tourist attraction. As a north county resident, I find it unpleasant to come to Manzanita Memorial Day to Labor Day due to the crowds.

Loss of community is one reason to vote no on this proposal. Another reason is loss of "green" in the city. In a time of climate change keeping green spaces is very important. Due to the ever growing size of homes and now this green spaces in Manzanita are shrinking.

It also appears that the proposal has not met all of the required ordinance issues and should do so before being approved. These ordinances are there to protect our community and land. Please follow the land use laws and procedures that are required before accepting ANY proposal.

Please say no to the Loft proposal and yes to sustaining a liveable city.

Thank you!

Lydia Felley

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Date: June 19, 2022

Time: 3:07 am

Page URL: <https://ci.manzanita.or.us/contact/>

User Agent: Mozilla/5.0 (Macintosh; Intel Mac OS X 10.15; rv:91.0) Gecko/20100101 Firefox/91.6

Remote IP: 212.102.33.139

Powered by: Elementor

June 15, 2022

Karen Reddick-Yurka, Chair  
Members, Planning Commission  
Manzanita Planning Commission  
City of Manzanita  
Manzanita, OR 97130

Dear Karen and Commission Members:

I just wanted to provide you with a short note opposing the proposed development of a “hotel” west of Classic Street and the Classic Street community.

I know that many of my neighbors have already expressed their strong opinions about this proposed development and their opposition to it. I suspect that all the code and legal arguments have already been presented.

My concern—which would affect the entire surrounding community—is the placement of a commercial enterprise right in the middle of an exclusively residential community. As a longtime resident of Portland, and a frequent visitor to Seaside, Oregon, I can attest to the fact that developers often pay little attention to the residential properties they impact when they decide they want to build their project. This is not to say their project has no merit, but, in the case here in Manzanita, it’s imperative we, as a community, preserve the uncluttered, peaceful, relaxing, and charming setting that defines our town and our neighborhood.

If this project has merit that would significantly benefit our town, I respectfully ask the Commission to urge the developer seek an alternative site for this project.

Thank you for considering all our community concerns.

Sincerely

A handwritten signature in blue ink, appearing to read "William H. Kern", on a light-colored rectangular background.

William H. Kern  
375 Jackson Way,  
Manzanita, OR 97130



## City Planning

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**From:** Leslie Bagon <lesliebagon.lcsw@gmail.com>  
**Sent:** Sunday, June 19, 2022 8:58 PM  
**To:** City Planning  
**Subject:** Dorcas Development

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

As a homeowner in Manzanita for ten years the unabated growth of development is unprecedented. And it would appear having minimal rules or regulations in order to put a pause in development, that would adversely affect the charm and character of Manzanita. We bought a house here, as so many of us, to have a slower and more manageable pace of life. We are not antidevelopment but the needs of the homeowners seems to be over shadowed for those that are here to make money with no consideration for the character of this community or the well being of those of us that have considered this home. Please reconsider this recent development on Dorcas as a bellwether that will be a message to those who can blatantly determine anything and everything can be built and encouraged in Manzanita.

Thank You,

Leslie & Frank Bagon



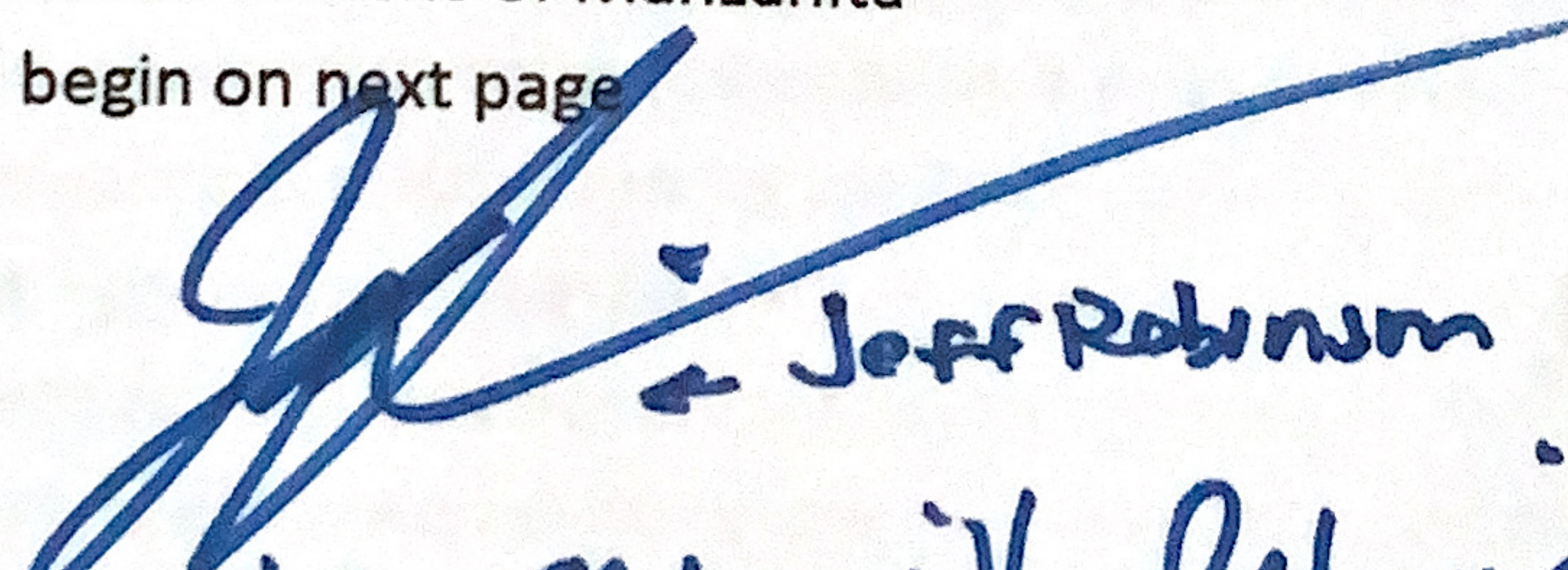
in our neighborhood and City, truly hearing and addressing the concerns that have been raised by the neighbors that will surround his project.

Given the many outstanding issues listed above, we request the Planning Commission either ask the applicant to voluntarily stop the 120 day clock while the wetland issues are addressed, and use the time to develop the detailed information about infrastructure that the code requires. If the applicant is unwilling to halt the clock, the Planning Commission should deny the project and allow the applicant to return with a more thoughtful and complete application.

We ask the Planning Commission not to yield to pressure to approve this application because the City is getting close to its 120 day deadline for a decision or because of some assurance that it "meets code." There can be disagreements about what meeting code means, and the Planning Commission has every right to exercise their discretionary judgement of this project.

Signed by Concerned Citizens of Manzanita

- Signatures begin on next page

  
Jeff Robinson  
Jencamarillo Robinson



## Building

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**From:** cityhall  
**Sent:** Monday, June 20, 2022 6:27 AM  
**To:** Building  
**Subject:** FW: Contact Us message from City Of Manzanita Website

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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**From:** City Of Manzanita <cityofmanzanitaoregon@gmail.com>  
**Sent:** Saturday, June 18, 2022 10:11 PM  
**To:** cityhall <cityhall@ci.manzanita.or.us>  
**Subject:** Contact Us message from City Of Manzanita Website

Name: Patti Walker

Email: [pbarrettwalker@gmail.com](mailto:pbarrettwalker@gmail.com)

Message: Unfortunately I recently broke my leg and find myself unable to write another letter or attend the next meeting, to urge the Planning Commission to deny the PUD at the corner of Dorcas and Classic. The issues I highlighted in my first letter have not been addressed by the applicant even after a direct phone conversation. The developer is unwilling to make any changes to address community concerns. Further he portrays himself as a local person with Manzanitas best interests at heart. However he is not interested in community concerns raised and got quite angry when I suggested decreasing the density of his project and questioned the size of his proposed cabins. I really urge the Commission to deny his application until community concerns are acknowledged and addressed.

Thank you.

Patti Walker and Patrick Barrett  
758 Dorcas Lane

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Date: June 18, 2022

Time: 9:11 pm

Page URL: <https://ci.manzanita.or.us/contact/>

User Agent: Mozilla/5.0 (iPhone; CPU iPhone OS 15\_5 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko)

Version/15.5 Mobile/15E148 Safari/604.1

Remote IP: 173.224.179.187

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Dear Manzanita Planning Commission,

I am writing about the proposed SR-R Planned Development – Dorcas Lane + Classic St. (Manzanita Lofts LLC). As you know this piece of property (Tax Lot: 3N 10W TAX LOT 2600 + 2100) is directly adjacent to hole #5 of Manzanita Links golf course. Hole #5 is our “signature hole”. It is the most photographed and for many their favorite hole on the golf course. It is a short par 4 of 280 yards, where most folks use a driver, with out of bounds on the right-hand side (property line). Many balls are sliced to the right and out of bounds along that property line.

As of now, no representative from the proposed development design team has approached myself or my staff about the proposed development and what it may mean for the operation of the golf course. While the plans and design sketches are beautifully rendered, we do have some concerns on how this development could affect the golf course operation and on how the development itself seems dependent on golf course views as a selling point.

**Important Concerns:**

- Aesthetics and playability of the golf course
- General safety, including from errant golf shots
- Local public accessibility to the course or walking paths
- Drainage/hazardous materials during construction and beyond

It appears by the sketches and plans in the application that several units are right on the property line and several trees and shrubs that are on golf course property are removed or limbed up to offer golf course views. It appears that a lot of the marketing and appeal of the property of the development will be because of golf course views as it is in a low area with no attractive views to east.

As owner of the golf course, we do reserve the right to keep the vegetation on the property as is, or plant new trees and vegetation for safety, playability, aesthetic, or other purposes that may block some or all views of the proposed design. We also reserve the right to build signs or fencing to prevent unwanted trespassing or help with safety or aesthetics, which also could eliminate viewing corridors.



Again, as of today, no one from the proposed development team has met with myself or any of my staff about the scope, marketing, or design plans and how they may affect the golf course operation and playability. This letter is in no way a condemnation of the plan or a comment of their right to do such a development in the SR-R zone, of which it appears to be a legal use, but to make note of our concerns to the city and the developer.

As many of you know, we have worked hard over the last 4+ years to keep the golf course open and have spent tens of thousands of dollars to upgrade outdated systems and facilities for the benefit of the course and the community. We also very much enjoy allowing the community to use the golf course on Monday's during the off season for walking paths and a park. Our plan is to continue to make Manzanita Links a jewel for the city to enjoy long into the future. Thank you for your consideration.

All the best,

A handwritten signature in black ink that reads "Matt J. Brown" followed by a long horizontal line.

Matt J. Brown  
Owner, Manzanita Links, LLC  
Cell: 503-757-3644  
Email: [mjbrown@pga.com](mailto:mjbrown@pga.com)

To: City of Manzanita Planning Commission  
Contracted City Planner Walt Wendowski  
City Manager Leila Aman

June 16, 2022

Dear All,

When I discovered Manzanita's Comprehensive Plan two years ago I thought I found what looked to me like a vision of a residential community in a beautiful place with a guide aimed at maintaining it.

I've been told by land use lawyers and planners that the plan is aspirational but has the force of law in instances where mandatory language is used. In disputes about land use the Plan is supposed to beat zoning, ordinances--all of it.

Supposedly, the Comprehensive Plan works for the majority of citizens and not for a handful of property owners or special interests. Except, that's not what it looks like from where I sit.

You see, I'd been trying to figure out how a prohibited clear-cut of 100+ year-old trees in the center of town could be done with no permit and no tree replacement plan on designated Open Space Land with recognized marshy wetland.

That was the beginning of my education. But this letter isn't about that.

I read with interest the public comment letters on the Planning Commission's webpage about the Manzanita Lofts Planned Unit Development in the SRR zone on Classic and Dorcas and it seems I'm not alone in my confusion about the convoluted interpretation of code in the Staff Report.

Does "require" not mean to specify as compulsory? Aren't "shall" and "must" the mandatory language of law?

When the words we read in these land use documents can be interpreted to mean something we know isn't right, we lose our faith in the processes and systems of government. When the reality we see and experience around us is denied by the people who hold positions of authority it erodes trust and further divides the community. That's what's happening. It makes a girl feel gaslit.

It's not whining to want the rules to work for everyone equally. It's not whining to ask questions or to have opinions. Pretending like the problems our community faces don't exist won't make them go away. We can see the disconnect between what the rules say and what actually happens.

According to code the plans for infrastructure and engineering require detail now so the Commission can fully review them before accepting or denying the application even though the Staff Report says it does not. So which is accurate and why?

SR-R code 4.136.2 and 3 reads, "2) Standards governing area, density, yards, off-street parking, or other requirements shall be guided by the standards that most nearly portray the character of the zone in which the greatest percentage of the planned development is proposed.

3) The area around the development can be planned to be in substantial harmony with the proposed plan."

How is a 34 unit keyless hotel with no on-site management in harmony with a residential neighborhood on land adjoining a golf course?

Why has no wetland delineation report for the whole property been completed?

What's the plan to deal with stormwater? Parking? Traffic?

How are 34 units where people will live albeit temporarily, not dwellings?

The more I read, the less I understand the rush to approve this project. The Manzanita Lofts application needs far more work before it should be considered.

Playing with language to allow what the code and the Plan prohibits benefits developers every time. I'm not against development but I'd like thoughtful well-planned development that serves the needs of our community. I'd like to see the Planning Commission empowered to hold developers to stricter standards.

The Planning Commission is the community's first line of defense and must act with determination, if we are to save what's good and beautiful about the place we call home and leave it in good shape for those who come after.

We want thoughtful managed growth and this project is not that.  
Thank you for your time.

Sincerely,  
Kim and Ben Rosenberg  
280 Edmund Lane  
Manzanita OR 97130



June 16, 2022

City of Manzanita Planning Commission

VIA EMAIL: [planning@ci.manzanita.or.us](mailto:planning@ci.manzanita.or.us)

Re: Manzanita Lofts PUD

Dear City of Manzanita Planning Commission,

Oregon Coast Alliance is an Oregon nonprofit corporation whose mission is to protect coastal natural resources and work with residents to enhance livability in coastal communities. We write today with some very serious concerns about the Manzanita Lofts PUD proposed at the intersection of Dorcas Lane and Classic Street. The property is zoned Special Residential/Recreation.

ORCA's initial comment is that the City of Manzanita should never have accepted an application so vague, fragmentary and skeletal as a *complete* application. That was a serious dereliction of duty on the part of the city and city staff. For a complex PUD that proposes 19 studio hotel rooms, nine hotel cabins and six cottages, it is beyond absurdity for the applicant to submit a vague, three-page narrative with no technical studies, and have the city accept the application as "complete." By way of example of the continuing slipshod nature of this application, the Planning Commission required a traffic analysis after testimony indicating that Classic and Dorcas already have serious congestion difficulties. The resulting "study" is two pages long, and concludes there will be no problems. The city's review of this report, at three pages long, is not only longer, but also quite a bit more detailed.

The city's staff report takes an aggressive stance that only basic approval of the overall PUD plan needs to occur now, and "details" can be dealt with later, during design review – everything from stormwater management and water infrastructure to building size and density. This directly contradicts what Manzanita ordinances require. Section 4.136.2 requires a PUD to use the standards of area, density, yards, off street parking or other requirements be guided by the standards that portray the character of the zone – in this case, the SR-R zone. This essential first step has not been done.

City ordinances lay out the PUD development procedure in detail in Section 4.136.3, requiring a showing that the development is consistent with the Comprehensive Plan and/or



zoning provisions, including but not limited to geologic hazards and storm drainage. The applicant has not provided, nor has the city required, studies or plans on either of these two issues.

But the most glaring issue, and perhaps the most egregious, is that the staff report consistently describes the project as a “hotel.” However, as the Manzanita ordinances contain no definition of a “hotel,” that provides the applicant with an enormous loophole: by describing the project as a hotel, which is an undefined category, the city is giving the applicant the opportunity to pretty much design the project as desired, without any sideboards. The city has made no attempt to explain what definition of “hotel” it will use in lieu of having one in its own ordinances.

The city also consistently refuses to apply the standards for “dwellings,” which are defined in Manzanita code. These standards definitely apply to this project, which consists primarily of dwellings. The reason for this glaring omission appears to be to allow the applicant to duck the required density standards of 6.5 units per acre that applies to this SR-R zone.

The city is following a lax philosophy of trying to minimize the applicant’s burden of proof, which is stringent and required under state law as well as Manzanita ordinances. It is strictly inappropriate for the city to require the Planning Commission only to approve basic layout, and shove all the many issues and approval criteria under the rug as “technical” issues that can be dealt with by later design review. This is turning the land use laws on their head, and does not follow legal requirements. *See* page 6 of the May 2022 staff report for an example of this tactic concerning utility and drainage facilities.

The Planning Commission has a legal obligation to consider the project based on the requirements and criteria of city ordinances, and to place the burden of proof on the applicant to meet those standards. Perhaps the city and the developer hope that by knocking critical issues down to the technical level, there will be no appeals possible.

ORCA urges the Planning Commission to return the application to the applicant with instructions to provide more detailed studies and information on a myriad of matters which have not, or have barely, been mentioned. The Planning Commission is explicitly granted this authority by city ordinances, Sec. 4.136.3 (d), which says the Planning Commission **shall** notify the applicant whether all the foregoing provisions have been satisfied, and whether they can be satisfied with further revisions. In other words, the Commission *must* make a determination on all the issues listed in this ordinance, as well as others, at this level – not a later technical review.

These include, but are not limited to: stormwater, utility facilities, geohazard issues, wetlands (this property contains a designated wetland under the National Wetland

Inventory), Comprehensive Plan compliance, water provision, standards for dwellings, density standards, and requirements for hotels, as well as a definition the city proposes to use for this type of building.

Please place this testimony into the record for this matter.

Sincerely,

*/s/ Cameron la Follette*

Cameron La Follette



June 9, 2022

City of Manzanita Planning Commission  
PO Box 129  
Manzanita, OR 97130

Dear Manzanita Planning Commission:

The citizens signed below have the following concerns regarding the Manzanita Lofts Project. We ask that they be addressed before this project is approved.

- Traffic safety — **The project will create an extremely awkward five-way stop at Dorcas and Classic**, an already busy intersection on narrow streets, which, according to the developer's traffic study, will add an additional 309 traffic trips a day during the busy summer months. Traffic safety is one of the top concerns of citizens who live in the neighborhood surrounding the proposed project. Classic is a very narrow street without five foot easements on both sides. While the project has been reviewed for safety, it does not answer the questions of how the City will deal with heavier traffic at this intersection and pedestrian or bicycle safety on two busy and narrow City streets. The City should address these issues, and this plan should also include an update on the structure of Classic and Dorcas which are both sub-standard. In addition, Classic Street (according to Manzanita's Downtown Transportation Plan) should include a pedestrian/bike path adjacent to the street, similar in design to the pedestrian/bike path on Carmel.
- Fire access – **the proposed hotel has only one entrance and egress**. How will visitors be evacuated in case of a fire when fire trucks and other equipment need access to the buildings?
  - The lack of additional entrances and egress may expose the City to liability if visitors cannot get out of the area in the case of an emergency.
  - A further complication are that firepits are featured as an exterior amenity of the hotel to be used by visitors in the evenings when there will be no staff on site.
- Wetlands – The developer of the property provided a Preliminary Jurisdictional Determination (PJD) of wetlands and other waters for Tax Lot #2100 stating that there is no wetland on the property. However, the lot has a freshwater emergent wetland shown on the National Wetland Inventory (NWI), State Wetland Inventory



(SWI), and in City of Manzanita's 2019 Buildable Lands Inventory. This means it requires more than a PJD to determine whether a wetland exists on the property. We understand that the applicant has submitted a wetlands and waters determination request to the Department of State Lands (DSL). DSL will provide a response to the City of Manzanita within 30 days of the submission, and part of the response will be a recommendation if a delineation is needed or not.

A Wetland Land Use Notice (WLUN) from the City of Manzanita to DSL is required by ORS 196.676 for this property/development. The notice should have been sent to DSL within five days after the application was deemed complete. According to the DSL Aquatic Resource Planner, "At this point the determination can informally stand-in for the WLUN, since the 'wet det' request has been submitted, but obviously this is not the best or standard operating procedures." It is concerning that proper procedures have not been followed by the contract City Planner to ensure wetlands are properly reviewed and work in wetlands properly permitted.

How does the Planning Commission want to handle the fact that DSL will most likely require a wetland delineation for all of Tax Lot #2100 where the majority of the development will be located? If there is a wetland on the site, the site plan may need to be revised to accommodate the wetland and a joint permit from DSL and US Army Corps of Engineers will need to be secured prior to any work in the wetland area. It does not make sense to move forward with approval while these large, outstanding issues exist. **We strongly recommend that the Planning Commission ask the applicant to agree to a voluntary extension of the 120 day limit while coordinating with DSL to address the wetland issues. If the applicant will not agree to a voluntary extension while addressing wetlands and other concerns, we request the Planning Commission deny the application.**

- Stormwater & Infrastructure – **The code is very clear that these issues are to be addressed before the PUD is approved, not after.** In fact, the code that provides instructions about how the PUD is to be evaluated is clear that infrastructure must be addressed with detailed plans before approval. Approval of the project requires detailed information, as the Planning Commission uses discretionary judgement to make their decision. Instead, the Staff Report is doing the community a deep disservice and gaming the system by moving most of the approvals for infrastructure and project details away from the Planning Commission to City staff sometime in the future, taking away the discretionary judgement and opportunities for public comment that rest with the Planning Commission.

Manzanita, and the North Oregon Coast, are predicted to have more severe storm events in the future, delivering high levels of precipitation in shorter periods of time. Given the lack of proper stormwater management planning from Classic Street Cottages and down Dorcas and ongoing stormwater issues in the neighborhoods surrounding this proposed development, it is reasonable to expect that **the developer must provide the Planning Commission with detailed drawings of how stormwater will be managed onsite prior to project approval. The requirement of providing this detailed information is mentioned in the code multiple times.** Because the development will be creating hardened surfaces on a large portion of the property, which is well below the surrounding streets and infrastructure, how will stormwater be addressed? This question needs to be answered NOW, not sometime in the future with approval only by City staff.

- Infrastructure — Does Manzanita have the infrastructure to support a development of this size? How will the infrastructure for the project be configured? Where are the detailed plans that must be provided before the PUD is approved according to the Manzanita City Zoning Code giving the requirement for the approval of a PUD? The language in those ordinances regarding the requirement to provide infrastructure details prior to approval is quite directive, using both shall and must, to give direction to the Planning Commission.
- Onsite Hotel Management – As discussed at the May 2022 Planning Commission meeting, the hotel management is planning for this hotel to be what Forbes has called a “staff-less boutique hotel.” This means there will be up to 96 guests on-site, without any management or staff to help with safety issues or criminal activity. This does not meet the standard of a hotel. Neighbors have valid concerns that the lack of management will cause conflict and issues between neighbors and hotel guests — this in a City already saturated with STRs and those common problems. Without on-site management, these units should be treated as STRs on which the City Council has currently passed a freeze in the SRR zone. This does not meet the standard of a hotel.
- Parking – While the applicant has met the requirements in City code for number of parking spaces, there is concern that when larger events, like weddings, or large family reunions, are held in the shared community building, that **there will not be adequate parking on-site.** The applicant is on the record in the May 2022 Planning Commission meeting stating that weddings and gathering are part of the planned use for the community building.

- o What size of gatherings will be allowed in the community building in addition to the guests onsite? Are outside guests allowed? If so, how many? Where will they park if all lodging is filled with guests and the parking spaces are all used?
  - o There is extremely limited street parking surrounding the proposed development. **If larger gatherings with outside guests are to be part of this development and will be allowed, extra parking spaces beyond what has already been proposed should be required as a condition of approval, as well as a plan for parking if large gatherings bring more cars than parking spaces to the development.**
- Livability - The livability in our neighborhoods is at risk, and we ask the Planning Commission to look at the PUD code. **There are places where it is not being followed for this project and the code is clear that a higher level of detail is required before project approval.**

The Contract City Planner is on record that the Comprehensive Plan cannot be used to address livability concerns raised by citizens and Commissioners. We strongly disagree with this opinion. The plan itself states that the Manzanita Comprehensive Plan “has the force of law” and “overrides other city ordinances, such as zoning.” It also states that “Citizens’ feelings and concerns are the foundation of decision making.”

The fact is that robust public engagement is a foundation of Oregon Land Use and is required by Manzanita’s Comprehensive Plan. The Planning Commission itself, according to the State of Oregon’s records, serves as the Committee for Citizen’s Involvement (CCI) following the adopted Citizen Involvement Program (CIP). Thus, limiting comment and not addressing valid concerns is violating citizens’ rights which is against the law. The developer needs to understand that if there is a major change in the City’s administration following the November election in 2022, these violations will be met with rigor.

We believe the applicant needs to create more considered plans and strategies that address many of the concerns and questions that have been raised about this project both by citizens and by Planning Commission members, and not just come up with answers on the fly when hard questions are asked during the Planning Commission hearing. At the May meeting, the applicant stated multiple times that he felt he had met code. And yet, there are multiple places outlined above where neighbors and citizens strongly disagree with him and with the Staff Report. The applicant has the opportunity to get started on the right foot

in our neighborhood and City, truly hearing and addressing the concerns that have been raised by the neighbors that will surround his project.

**Given the many outstanding issues listed above, we request the Planning Commission either ask the applicant to voluntarily stop the 120 day clock while the wetland issues are addressed, and use the time to develop the detailed information about infrastructure that the code requires. If the applicant is unwilling to halt the clock, the Planning Commission should deny the project and allow the applicant to return with a more thoughtful and complete application.**

We ask the Planning Commission not to yield to pressure to approve this application because the City is getting close to its 120 day deadline for a decision or because of some assurance that it "meets code." There can be disagreements about what meeting code means, and the Planning Commission has every right to exercise their discretionary judgement of this project.

Signed by Concerned Citizens of Manzanita

- Signed begin on next page

DocuSigned by:  
*Brent Schreiber*  
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6/15/2022

DocuSigned by:  
*Stacy Schreiber*  
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6/15/2022

DocuSigned by:  
*Robert Erikson and Kay Erikson*  
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6/15/2022





June 20, 2022

City of Manzanita Planning Commission  
P.O. Box 129  
Manzanita, OR 97130

RE: Manzanita Lofts Transportation Impacts

Greenlight Engineering has been asked by Concerned Citizens of Manzanita to evaluate the transportation related impacts of the proposed Manzanita Lofts development in Manzanita, Oregon.

We have reviewed the applicant's April 7, 2022 Manzanita Lofts PUD Traffic Analysis (hereafter referred to as the "Traffic Analysis"), the May 6, 2022 Lancaster Mobley letter ("Mobley letter"), the May 26, 2022 site plan and the May 9, 2022 staff report.

**Executive Summary**

- There is little to no evidence that "The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area" as required.
- There is substantial evidence that the intersections of US 101/Laneda Avenue and US 101/Manzanita Avenue may already be experiencing substantial intersection delays. This development may worsen those already poor operating conditions.
- The City of Manzanita has adopted a special roadway cross section for Classic Street adjacent to the proposed development. The existing roadway does not comply with the adopted cross section. The proposed development does not proposed to construct the standard cross section and nothing in the application even addresses the adopted cross section.
- There is no evidence that adequate sight distance can be achieved at the proposed site driveway.

**US 101 Intersections Possibly Operating Inadequately**

In order for the city to approve this application, section 4.136.3 of Ordinance 95-4 requires "The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area."

The Traffic Analysis provides no intersection capacity analysis or other evidence that supports that the streets are adequate and that the proposed development won't make them worse. In fact, there is evidence that nearby streets may not be operating adequately.

The City of Manzanita Downtown Transportation Plan<sup>1</sup> provides evidence that at least two nearby intersections in Manzanita were expected to experience substantial transportation capacity issues by 2022. The plan analyzed the US 101/Laneda Avenue and US 101/Manzanita Avenue intersections and found that by 2022, both intersections would operate well beyond the ODOT mobility standard and that improvements were necessary for adequate operations, suggesting those intersections were expected to not operate adequately well before 2022.

**TABLE 2-5**  
Operational Analysis of 30th-Highest-Hour Conditions (Year 2022)

Intersection	LOS	OHP Mobility Standard	Maximum V/C Ratio	Delay (seconds)
U.S. 101 and Necarney City Road	A/E	0.80/0.85	0.10/0.52	2.7/45.1
Critical Movement: Northbound (Minor Approach)				
<b>U.S. 101 and Laneda Avenue</b>	<b>B/F</b>	<b>0.80/0.85</b>	<b>0.34/1.44</b>	<b>10.7/253.1</b>
<b>Critical Movement: Eastbound (Minor Approach)</b>				
<b>U.S. 101 and Manzanita Avenue</b>	<b>A/F</b>	<b>0.80/0.85</b>	<b>0.35/1.25</b>	<b>9.4/188.0</b>
<b>Critical Movement: Eastbound (Minor Approach)</b>				
Laneda Avenue and Carmel Street	A	0.85	0.34	9.6
Critical Movement: Westbound				

Source: Synchro HCM Unsignalized Report.

LOS = level of service.

OHP = Oregon Highway Plan.

V/C = volume-to-capacity.

#### **Table 2-5 of City of Manzanita Downtown Transportation Plan**

Although ODOT constructed some improvements at these intersections, there was no increase in intersection capacity at the US 101/Laneda Avenue intersection with the improvements. At the US 101/Manzanita Avenue intersection, a northbound left turn lane was added.

The application makes no mention of these intersections and offers little to no evidence establishing that “The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area” as required in order to approve this application.

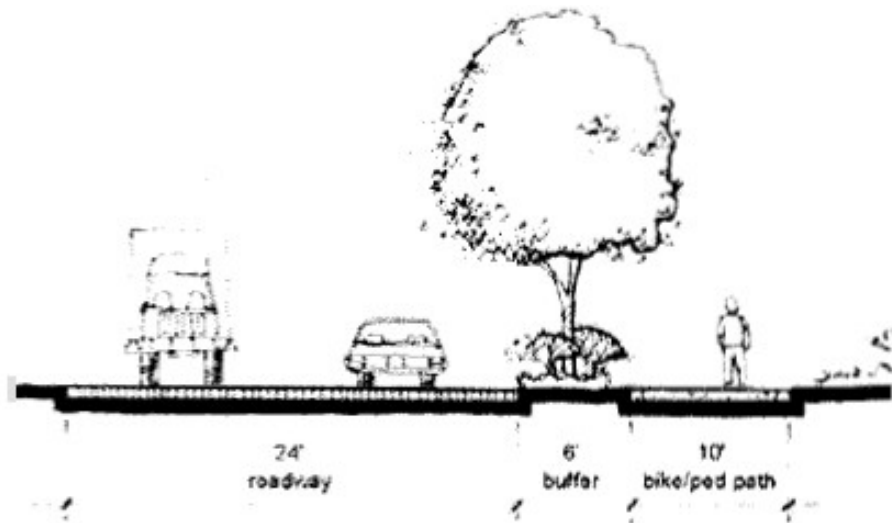
As noted in the Traffic Analysis, the proposed development will add approximately 309 daily vehicular trips. Certainly, this development will add turning traffic to the US 101/Laneda Avenue intersection and possibly worsen operations beyond the existing operations.

#### **Adopted Classic Street Cross Section Ignored**

The City of Manzanita Downtown Transportation Plan adopted a Classic Street cross section from Laneda Avenue to Necarney City Road which includes “A 40-foot-wide right-of-way. Two 12-foot-wide travel lanes (24-foot-wide roadway), 6-foot-wide landscaped buffer and 10-foot-wide

<sup>1</sup> [https://www.oregon.gov/ODOT/Planning/TPOD/tsp/city/city\\_of\\_manzanita\\_tsp\\_2003.pdf](https://www.oregon.gov/ODOT/Planning/TPOD/tsp/city/city_of_manzanita_tsp_2003.pdf)

shared bicycle/pedestrian path.” The development's Classic Street frontage is not compliant with this adopted roadway cross section. The applicant's Traffic Analysis notes that the street is just 21-22 feet in width and with separated bike or pedestrian facilities.



**Figure 4.3 of City of Manzanita Downtown Transportation Plan, Classic Street Cross Section**

It is common to require development to improve its own roadway frontage to be compliant with jurisdictional cross section standards when a site develops with an increase in traffic generation. This development certainly increases the traffic generation of the site and is anticipated to generate up to 309 daily vehicles.

#### **Operations at Classic Street/Dorcas Lane Speculative**

The applicant's Traffic Analysis of the Classic Street/Dorcas Lane intersection notes that “Volumes are typically low on these streets, even during peak season” and “While a detailed analysis has not been prepared for this review, it is expected the intersection operates at a level of service “A” with very low delays with the exiting (sic) two-way stop control.”

It should be noted that these statements are speculative. The applicant's engineer may not have even performed a field visit or reviewed photos of the area. The Mobley letter points out that “The traffic analysis does indicate that the intersection is controlled with stop signs on the Classic Street approaches. It is noted that the intersection was converted from two-way stop to four-way stop in the past and there are currently stop signs in place on all four approaches.”

Indeed, the intersection was converted from two way stop control to all way stop control some time ago. Based on this, it is possible that no actual observations of the intersection were performed by the applicant's engineer. The applicant's traffic engineer collected no traffic count data, performed no intersection analysis and possibly didn't even visit the site.

In order to approve this application, the city must conclude that “The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area.” There is not substantial evidence that establishes this to be the case. In fact, there is little to no evidence that addresses this requirement.

### **Sight Distance at the Proposed Driveway**

As noted above, the applicant's engineer may not have conducted a site visit. However, the Traffic Analysis states:

“At the intersection of Classic Street with Dorcas Lane, sight distances can be met on each approach, although brush at the northeast corner of the intersection may need to be trimmed to meet the recommendations. Sight distance of 280 ft can be met at the proposed site access on Dorcas Lane with trimming of brush to the west of the driveway.”

Without a site visit, it would be difficult to conclude that sight distance requirements can be met. Sight distance adequacy should be determined via a site visit and it should be established that it is feasible to “...clear vegetation west of the site driveway location to achieve at least 280 feet of intersection sight distance, measured from a point 14.5 feet behind the edge of the traveled way on Dorcas Lane...” as recommended in the Mobley letter and the proposed conditions of approval. Otherwise, the proposed condition of approval D.4 of the staff report may not be feasible to achieve.

It should be noted that the proposed driveway is located near the western property line of the subject property. It is possible that in order to meet sight distance requirements that vegetation located on private property that is not under the control of the applicant or the city may be required to be removed and maintained in order to achieve adequate sight distance, thereby possibly requiring a sightline easement.

Based on a conversation with a nearby resident, the existing vegetation along Dorcas Lane is used as a buffer to keep golf balls from the nearby golf course from entering Dorcas Lane and other properties, so any vegetation clearing must be carefully performed and maintained.

### **Omissions of the Traffic Analysis and Mobley Letter**

The publicly available version of the Manzanita Lofts PUD Traffic Analysis dated April 7, 2022 is not stamped by a professional engineer, not signed and not printed on letterhead. It also fails to include the referenced crash data. It seems unlikely that this is the final version of this report.

The Mobley letter contains a “DRAFT” watermark and also is seemingly unlikely the final version of this report.

These issues should be resolved.

### **Conclusion**

- There is substantial evidence that nearby intersections, that were not studied as part of the Traffic Analysis, may operate inadequately. These intersections may operate worse if this development is approved.
- The Classic Street adopted roadway cross section requiring a wider street section with a separated bicycle/pedestrian path was ignored although the development fronts directly on this street.



- The Traffic Analysis did not include the collection of any traffic counts, perform any intersection traffic analysis and the applicant's traffic engineer may not have even conducted any visual observations of the area while concluding that traffic volumes are low and nearest intersection is operating adequately.
- There is no evidence that adequate sight distance can be achieved at the site driveway.
- There is little to no evidence that "The streets are adequate to support the anticipated traffic and the development will not overload the streets outside the planned area."

Sincerely,

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RENEWS: 12/31/2022