



CITY OF MANZANITA

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ci.manzanita.or.us

COUNCIL REGULAR SESSION

Pine Grove Community Center
<https://ci.manzanita.or.us>

AGENDA

November 8, 2023
06:00 PM Pacific Time

Council will hold this meeting at the Pine Grove Community Center

Video Information: The public may watch live on the

[City's Website: ci.manzanita.or.us/broadcast](https://ci.manzanita.or.us/broadcast)

or by joining via Zoom:

<https://us02web.zoom.us/j/83287911858?pwd=bGFyeUVTY2haOUdBMitlSkJzUzdDZz09>

Meeting ID: 832 8791 1858 Passcode: 248630

Call in number: +1 253 215 8782

If you would like to submit written testimony to the City Council on items included on the agenda, please send your comments to cityhall@ci.manzanita.or.us and indicate the agenda item and date of meeting.

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

1. CALL TO ORDER (6:00 p.m.)

2. AUDIENCE PARTICIPATION

Comments must be limited to city business topics that are not on the agenda. A topic may not be discussed if the topic record has been closed. All remarks should be directed to the whole Council. The presiding officer may refuse to recognize speakers, limit the time permitted for comments, and ask groups to select a spokesperson. **Comments may also be submitted in writing before the meeting, by mail, e-mail (to cityhall@ci.manzanita.or.us), or in person to city staff**

3. CONSENT AGENDA

Consent items are not discussed during the meeting; they are approved in one motion and any Council member may remove an item for separate consideration.

A. Approval of Minutes

- September 06, 2023, Regular Session
- September 13, 2023, Work Session
- October 11, 2023, Work Session

B. Approval of Bills

4. CITY MANAGER REPORT

5. NEW BUSINESS

- A.** Appointment of New City Council Member
Deb Simmons, Mayor

B. Public Hearing - Ordinance 23-03 - 1st Reading

Amending Goal 12 Transportation Policies, and Goal 11 Public Facilities Relating to Street Policies of the City's Comprehensive Plan, Rescinding the Downtown Transportation Plan and Replacing it with Volume 2 of the Nehalem Bay Transportation System Plan for Manzanita

Leila Aman, City Manager

C. Public Hearing – Ordinance 23-04 - 1st Reading

Annexation and Zoning Property Following Consent Filed with the City Council by Landowners in Said Area Pursuant to ORS 222.120 and ORS 222.170; Manzanita Transfer Station -

*please note that the zone for the property to be annexed has been updated to reflect the correct zoning

Leila Aman, City Manager

- D.** Mayor Residency Discussion

Jerry Spegman, Councilor

6. COUNCIL UPDATES

7. ADJOURN (8:30)

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 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](#).



City of Manzanita

MEMORANDUM

To: Mayor and City Council

Date Written: September 29, 2023

From: Leila Aman, City Manager

Subject: **October 4, 2023, City Council Regular Session**

NEW BUSINESS

A. APPOINTMENT OF NEW CITY COUNCIL MEMBER

City Council will conduct interviews of five candidates to fill the position vacated by Brad Mayerle on September 8, 2023.

B. PUBLIC HEARING – ORDINANCE 23-03

See attached staff report

C. PUBLIC HEARING – ORDINANCE 23-04

See attached staff report

D. MAYOR RESIDENCY DISCUSSION

A discussion relating to Section 32 of the Manzanita City Charter relating to Mayor Deb Simmons residency in the City of Manzanita.

CITY OF MANZANITA
SEPTEMBER 6, 2023
CITY COUNCIL REGULAR SESSION

1. CALL TO ORDER: The meeting was called to order on September 6, 2023, at 6:00pm at the Pine Grove Community Center by Mayor Deb Simmons.

Roll: Council members present: Mayor Deb Simmons, Linda Kozlowski, Jerry Spegman, and Brad Mayerle. Staff present: City Manager Leila Aman, Police Sergeant Mike Sims, Police Officer John Garcia, and Assistant City Recorder Nancy Jones. Staff Present via Zoom: Accounting Manager Nina Crist, and Development Services Manager Scott Gebhart. Panelist's present: Brad Hart Project Director Emergency Volunteer Corps of Nehalem, and Kendra Hall Manzanita Farmers Market. Panelist present via Zoom: Thao TU President of Vietnamese Community of Oregon, and Council Applicants: Mike Jahnke, Jamie Schuermyer, Kathryn Stock, William Stone, Gerald Wineinger.

2. AUDIENCE PARTICIPATION: There were 22 people in attendance, 28 attended via zoom, 45 attended via website. There were two public comments.

3. CONSENT AGENDA:

A. APPROVAL OF MINUTES –

- a. July 26, 2023, City Council Special Session
- b. July 28, 2023, City Council Special Session
- c. August 9, 2023, City Council Regular Session
- d. August 16, 2023, City Council Work Session

B. APPROVAL OF BILLS FOR PAYMENT

A motion was made by Kozlowski, seconded by Mayerle, to approve the consent agenda that included approval of the July 26, 2023, Special Session Minutes; July 28, 2023, Special Session Minutes; August 9, 2023, Regular Session Minutes; August 16, 2023, Work Session Minutes; Approved payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager; Motion passed unanimously.

4. INFORMATION:

A. CITY MANAGER REPORT - City Manager Leila Aman

City Manager Leila Aman shared the following information:

-The Wayfinding Manzanita meeting that was held on August 22, 2023, and had two people in attendance. There will be a survey to get community feedback on Wayfinding.

-There will be a Grant Writing workshop for local business. It will be on Monday September 11th at 3pm at the Pine Grove Community Center.

-The City has received a notice of intent to be awarded a grant from the Department of Land Conversation and Development. This grant will assist the city in updating the Manzanita Zoning Ordinance to be in compliance with SB 406 – Oregon's Middle Housing Rules.

B. Emergency Preparedness Month - Council President Linda Kozlowski & Emergency Volunteer Corps of Nehalem Bay Project Director Brad Hart

Council President Linda Kozlowski spoke about the Emergency Volunteer Corps of Nehalem Bay (EVCNB) and introduced Brad Hart. Project Director Brad Hart shared a history of how he got involved with EVCNB. He reported a summary of the accomplishments of the organization and specified what they do in the community. Mayor Deb Simmons read the Proclamation and declared September as the Emergency Preparedness Month. If you want to learn more about emergency preparedness and how to get involved visit evcnb.org or email info@evcnb.org. Upcoming classes and events are listed on their website.

C. Vietnamese Recognition Proclamation - Vietnamese Community of Oregon President Thao Tu

Council President Linda Kozlowski spoke about the Vietnamese Recognition and introduced the Proclamation. Mayor Deb Simmons read the Proclamation and recognized the Vietnamese American Heritage and Freedom Flag as the official flag of Vietnamese American organization in the city of Manzanita. President Thao Tu thanked the Council and the Mayor for recognition of the Vietnamese Freedom flag.

5. NEW BUSINESS:

A. Appointment of New City Council Member - Mayor Deb Simmons

Councilor Edginton resigned from the City Council effective July 13, 2023. Applications for the vacant council position closed on August 28, 2023, with five candidates applying: Mike Jahnke, Jamie Schuermyer, Kathryn Stock, William Stone, and Gerald Wineinger. City Council conducted a public interview, which included five identical questions for each candidate. At the conclusion of the interview, a vote was taken by ballot to determine which candidate would fill the empty seat. By a vote of 3 to 1, Kathryn Stock was selected. Kathryn Stock was sworn in by City Manager Leila Aman. Councilor Stock's term will end December 2024.

At 8pm, Mayor Deb Simmons asked for a motion to extend the meeting by thirty minutes. Kozlowski made a Motion to extend the City Council Regular Session by thirty minutes. Seconded by Mayerle; Motion passed unanimously.

B. Storm Drain System Development Charge Increase – City Manager Leila Aman

City Manager Leila Aman spoke about the history of the proposed development charge increase and communicated prior actions and previous council discussions. The city has mailed a notice to

every address within the city limits and published a notice in the Headlight Herald earlier this year. She stated that the City's System Development charge hasn't been updated since 1996 and asked the council to adopt Resolution 23-20 to update the system charge from \$174.00 to \$1,699.00.

A motion was made by Mayerle to accept Resolution 23-20 Modifying the Methodology used to determine system Development Charges. Increasing the Storm Drain System Development Charges to \$1,699.00 . Seconded by Spegman; Motion passed unanimously.

C. Special Event Permit – Kendra Hall

Farmers Market Manager Kendra Hall spoke about a new emergency relief fund to help farmers market vendors who need help. She asked the council to approve a permit to use Underhill Plaza on October 13th for a Harvest Moon dinner. This will be for farmers market vendors and will include live music, dancing, and food.

Allowed for public comment: There was one public comment.

A motion was made by Kozlowski to approve the Farmers Market Harvest Moon Dinner Special Event Permit on October 13, 2023. Seconded by Mayerle; Motion passed unanimously.

6. OLD BUSINESS:

A. View Grading Moratorium – City Manager Leila Aman

City Manager Leila Aman spoke about previous council actions and discussions regarding the view grading moratorium. On November 9, 2022, the city adopted a moratorium on view grading. On February 10, 2023, the city council extended the moratorium for a period of six months. Aman asked council to extend the View Grading Moratorium for another 6 months, expiring March 9, 2024. The extension allows the city to continue to make progress toward updating Goal 18 of the Comprehensive Plan. While the moratorium is in effect, the city shall not consider or approve any permit for view grading as defined in Ordinance 95-04.

A motion was made by Kozlowski to extend the View Grading Moratorium for a period of 6 months. Seconded by Mayerle; Motion passed unanimously.

7. COUNCIL REPORTS: Council members took turns sharing information and updates of what they were involved in for the month. Councilor Mayerle resigned effective September 8, 2023.

8. INFORMATION AND ADJOURN:

Manzanita Municipal Court will be held September 15, 2023, and continues to remain closed to the public.

Mayor Simmons adjourned the meeting at 8:25PM.

**MINUTES APPROVED THIS
8th Day of November, 2023**

Deb Simmons, Mayor

Attest:

Leila Aman, City Manager

CITY OF MANZANITA
September 13, 2023
CITY COUNCIL WORK SESSION

1. CALL MEETING TO ORDER: The meeting was called to order on August 16, 2023, at 2:00pm via Zoom by Mayor Deb Simmons.

ROLL: Members present: Deb Simmons, Linda Kozlowski, Jerry Spegman, and Kathryn Stock. Staff present: City Manager Leila Aman, Accounting Manager Nina Crist, Police Sergeant Mike Sims, Public Works Director Dan Weitzel, Development Services Manager Scott Gebhart, Short-Term Program Rental Manager Judy Wilson, and Assistant City Recorder Nancy Jones. Panelist present: Short-Term Rental Chair Jo Newhouse.

2. STR Committee Update: Council President Linda Kozlowski
Council President Linda Kozlowski spoke about the Short-Term Rental Committee and introduced Short-Term Rental Chair Jo Newhouse. Newhouse provided an update of the committee's progress on the Short-Term Rental survey comments and stated that the survey results have been posted on the website. She presented the Essential Resources window film and Good Neighbor brochure. Once complete, these will be mailed by TCVA to every address in the city of Manzanita. Newhouse spoke about what the committee will focus on next and shared an overview of what will be discussed at the upcoming committee meeting scheduled for September 15th.

3. Dark Sky Lighting Ordinance: Seargeant Mike Sims & Code Enforcement Officer Max Halverson
Seargeant Mike Sims presented a proposed Ordinance draft about dark sky lighting within the city limits. He explained the definitions of shielded lights, kelvin ratings, landscape lighting, patio lighting, light trespass and prohibited uses of lighting. Sims said that exceptions to this Ordinance would include seasonal lighting and American flag upward illumination. The goal is to gain compliance by education before any penalties are assessed. It was decided to conduct a survey regarding dark sky lighting to get community feedback prior to moving ahead. It is planned to re-visit this at the work session in November.

4. Twenty is Plenty: City Manager Leila Aman
City Manager Leila Aman introduced the prospect of having the speed limit lowered to 20 mph city wide in Manzanita. Currently, the speed limit is 20mph on Laneda and 25mph for the rest of the city. She stated that city staff is currently mapping existing speed limits in the area and will research what the legal next steps would be to adopt the change. Aman spoke about the interim use of advisory signage while the city works towards this revision. There was a consensus from council to support staff in the continuation of gathering information through a survey and preparing a budget proposal for implementation. This will be revisited in a future council meeting.

5. Adjourn: Mayor Simmons adjourned the meeting at 3:49pm.

**MINUTES APPROVED THIS
8th Day of November, 2023**

Deb Simmons, Mayor

Attest:

Leila Aman, City Manager

CITY OF MANZANITA
October 11, 2023
CITY COUNCIL WORK SESSION

1. CALL MEETING TO ORDER: The meeting was called to order on October 11, 2023, at 2:00pm via Zoom by Councilor Jerry Spegman.

ROLL: Members present: Jerry Spegman, Linda Kozlowski, and Katheryn Stock. Deb Simmons was absent and excused. Planning Commission present: Karen Reddick-Yurka, Phil Mannon, John Collier, Thomas Christ, Frank Squillo, and Bert Gregory. Lee Hiltenbrand was absent and excused. Staff present: City Manager Leila Aman, Accounting Manager Nina Crist, Development Services Manager Scott Gebhart, and Assistant City Recorder Nancy Jones. Panelist present: Brett Estes who is the North Coast Regional Representative from the Oregon Department of Land Conservation and Development.

2. Comprehensive Plan 101: City Manager Leila Aman

City Manager Leila Aman said that the city is about a month away from issuing a request for proposals to start updating the city's Comprehensive Plan. Aman introduced Brette Estes with the Oregon Department of Land Conservation and Development who spoke about the Comprehensive Plan update process. Brett Estes shared the history of the Oregon Legislature and how the Land Conservation and Development Commission was created. He explained what a Comprehensive Plan is, communicated when the goals were adopted, shared state and local responsibilities, specified statewide planning goals and shared what each goal represents. Estes said that a Comprehensive Plan establishes a vision for the city, it contains goals and policies and serves as a guide to local government for land use applications. He explained the components of the Comprehensive Plan and that after updating the plan, the next step is implementation which includes updating zoning and other related ordinances. City councilors and planning commissioners asked questions of Brett Estes and City Manager Leila Aman.

3. Adjourn: Councilor Jerry Spegman adjourned the meeting at 3:45pm.

Information:

1. All day Training for City Council and Planning Commission: October 21, 2023, at Pine Grove Community Center from 9am to 3pm. The public can call in to listen, see the agenda for details.
2. City Council Regular Session is scheduled for November 8, 2023.

MINUTES APPROVED THIS
8th Day of November 2023

Deb Simmons, Mayor

Attest:

Leila Aman, City Manager

BILLS FOR APPROVAL OF PAYMENT

From 09/01/23 - 09/30/23

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
3J CONSULTING (CITY PLANNER)	\$2,063.00	\$2,063.00								
911 SUPPLY (MATERIALS & SUPPLIES)	\$136.83		\$136.83							
ACCUITY (CITY AUDIT)	\$5,000.00	\$5,000.00								
ADVANCED EXCAVATION (DORCAS PROJECT)	\$582,631.92							\$368,218.42		\$214,413.50
BEARING ARCHITECTURE (CITY ARCHITECT)	\$16,100.00						\$16,100.00			
CASELLE (SOFTWARE SUPPORT)	\$10,545.00	\$9,988.00								\$557.00
CHARTER (INTERNET SERVICE)	\$599.91	\$219.98	\$129.98						\$119.97	\$129.98
CHAVES (COURT SOFTWARE)	\$312.90				\$312.90					
CITY OF NEHALEM (FINES & ASSESSMENTS)	\$803.00				\$803.00					
CITY OF WHEELER (FINES & ASSESSMENTS)	\$1,764.74				\$1,764.74					
COAST GARAGE DOOR (GARAGE DOOR SERVICE)	\$4,472.84							\$2,236.42		\$2,236.42
DKI CONSULTANTS (PROFESSIONAL SERVICES)	\$5,177.60						\$5,177.60			
DMV (RECORDS REQUEST)	\$5.45				\$5.45					
FASTENAL (MATERIALS & SERVICES)	\$65.47							\$32.73		\$32.74
FERGUSON (MATERIALS & SERVICES)	\$7,844.38							\$733.14	\$565.72	\$6,545.52
KLOSH GROUP (OWNERS REP.)	\$5,365.29						\$5,365.29			

BILLS FOR APPROVAL OF PAYMENT

From 09/01/23 - 09/30/23

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
LARRY BLAKE (MUNICIPAL JUDGE)	\$400.00				\$400.00					
MANZANITA LUMBER (MATERIALS & SUPPLIES)	\$193.36		\$2.75					190.61		
NEHALEM BAY WW (WASTEWATER SERVICE)	\$243.00					\$243.00				
NEHALEM LUMBER (MATERIALS & SUPPLIES)	\$46.34									\$46.34
NC CIVIL DESIGN (CIVIL ENGINEER)	\$1,147.50									\$1,147.50
ONE CALL CONCEPTS (STATE LOCATE FEES)	\$23.80									\$23.80
ONE ELEVEN (IT SERVICES)	\$4,060.00	\$4,030.00								\$30.00
OREGON DEPT OF REV (FINES & ASSESSMENTS)	\$1,253.23				\$1,253.23					
PACIFIC OFFICE (POSTAGE & COPIER)	\$545.99	\$511.49								\$34.50
RHINO ONE (GEOTECHNICAL SERVICES)	\$555.00						\$555.00			
RHYNO NETWORKS (NETWORK SERVICES)	\$255.00	\$136.00	\$68.00							\$51.00
RTI (PHONE SERVICE)	\$498.50	\$95.73	\$104.32							\$298.45
SHELDON OIL CO. (FUEL)	\$2,653.19		\$1,421.09	\$149.21		\$51.88		\$259.41	\$45.26	\$726.34
STATE OF WASHINGTON (RECORDS REQUEST)	\$0.20				\$0.20					
SWEET SEPTIC (PORTABLE TOILETS)	\$460.00								\$460.00	
TILL CO EMERGENCY COM. (ANNUAL SOFTWARE FEE)	\$6,720.78		\$6,720.78							

BILLS FOR APPROVAL OF PAYMENT

From 09/01/23 - 09/30/23

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
US BANK (CITY VISA)	\$2,538.56	\$271.82	\$351.42				\$1,076.80	\$349.80		\$488.72
VALVOLINE (VEHICLE MAINT.)	\$94.98		\$94.98							
VERIZON (TELEPHONE)	\$1,112.93	\$294.58	\$207.41	\$114.98					\$134.00	\$361.96
WALTER NELSON (MATERIALS & SUPPLIES)	\$440.19								\$440.19	
TOTALS	\$666,130.88	\$22,610.60	\$9,237.56	\$264.19	\$4,539.52	\$294.88	\$28,274.69	\$372,020.53	\$1,765.14	\$227,123.77

BILLS FOR APPROVAL OF PAYMENT

From 10/1/2023 - 10/31/2023

[illegible]

BILLS FOR APPROVAL OF PAYMENT

From 10/1/2023 - 10/31/2023

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
GRAND PEAKS (FINANCIAL CONSULTANT)	\$875.00	\$875.00								
KLOSH GROUP (OWNERS REP.)	\$4,189.35						\$4,189.35			
LARRY BLAKE (MUNICIPAL JUDGE)	\$400.00				\$400.00					
MANZANITA LUMBER (MATERIALS & SUPPLIES)	\$46.00									\$46.00
MILLER NASH (CITY ATTORNEY)	\$44,199.00	\$44,199.00								
ONE CALL CONCEPTS (STATE LOCATE FEES)	\$30.80									\$30.80
ONE ELEVEN (EQUIPMENT)	\$1,738.00	\$1,738.00								
ONE ELEVEN (IT SERVICES)	\$4,510.00	\$4,480.00								\$30.00
OREGON DEPT OF REV (FINES & ASSESSMENTS)	\$703.23				\$703.23					
PACIFIC OFFICE (POSTAGE & COPIER)	\$137.00	\$102.50								\$34.50
PINE GROVE COM. CENTER (IN PERSON COUNCIL MTGS)	\$4,334.50	\$4,334.50								
RHINO ONE (GEOTECHNICAL SERVICES)	\$555.00						\$555.00			
RHYNO NETWORKS (NETWORK SERVICES)	\$255.00	\$136.00	\$68.00							\$51.00
RTI (PHONE SERVICE)	\$499.73	\$95.90	\$103.99							\$299.84
SAIF (ANNUAL WORKERS COMP INS)	\$10,324.07	\$127.90	\$3,582.19		\$14.32	\$297.32		\$1,269.30		\$5,033.04
SHELDON OIL CO. (FUEL)	\$2,265.34		\$818.88	\$82.82		\$66.52		\$332.60	\$33.25	\$931.27

BILLS FOR APPROVAL OF PAYMENT

From 10/1/2023 - 10/31/2023

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
STATE OF WASHINGTON (RECORDS REQUEST)	\$0.08				\$0.08					
SWEET SEPTIC (PORTABLE TOILETS)	\$755.00								\$755.00	
TILLAMOOK CO PAYABLE (FINES & ASSESSMENTS)	\$209.03				\$209.03					
TILL CO VISITORS ASSOC. (VC COORDINATOR)	\$3,416.51								\$3,416.51	
TILLAMOOK MOTOR CO (VEHICLE MAINT.)	\$206.65		\$206.65							
TILLAMOOK PUD (ELECTRIC SERVICE)	\$3,613.03	\$103.69	\$123.28			\$92.59	\$45.17	\$609.00	\$66.44	\$2,572.86
TRUE NORTH EQUIP (EQUIPMENT AND SUPPLIES)	\$3,048.45									\$3,048.45
US BANK (CITY VISA)	\$2,095.55	\$375.87	\$99.01			\$137.24		\$699.62		\$783.81
VALVOLINE (VEHICLE MAINT.)	\$60.98		\$60.98							
VERIZON (TELEPHONE)	\$1,230.35	\$294.58	\$324.83	\$114.98					\$134.00	\$361.96
WASHINGTON FEDERAL (LOAN REPAYMENT)	\$25,433.76								\$25,433.76	
TOTALS	\$161,875.29	\$63,688.32	\$5,619.38	\$3,678.22	\$2,521.36	\$593.67	\$36,875.77	\$3,204.25	\$29,958.93	\$15,735.39



APPLICATION FOR COUNCIL APPOINTMENT

This application must be completed and returned to City Hall or via email to cityhall@ci.manzanita.or.us **no later than October 27, 2023 (30 days from posting) by 5pm.**

Applicants must be registered voters who have resided in the city for at least one year prior to the appointment.

All applications will be posted with the Council Packet on November 3, 2022. Applicants are required to attend the City Council Meeting on November 8, 2023, participate in an interview per City Charter Section 33 (see below).

Section 33. Filling of Vacancies. Vacancies in elective offices of the City shall be filled by appointment by a majority of the entire membership of the Council. Notice of permanent position vacancies shall be posted for a period of thirty days in advance of appointment at City Hall and three other public places, and application forms for said position shall be made available at City Hall. All applicants shall be invited to attend a regular Council meeting at which time they will be interviewed by the Council. At the conclusion of the Council's interview, the Council shall conduct a ballot to fill the vacant elective position. The appointee's term of office shall begin immediately upon his appointment and shall continue through the unexpired term of his predecessor.

Please provide the following information:

Name: Brad Hart

Street Address:

Mailing Address:

Email Address:

Telephone:

Length of Residency: Since 2018

Occupation: Principal Consultant

Will you be able to attend the November 8, 2023 Council Meeting in person? ☒ Y ☐ N

Please describe your previous governmental experience, if any.

I haven't been directly employed in a government position. During my professional career, I was a vendor of record servicing governmental accounts such as: IRS, US Army (Third Army), Federal Courts and Nuclear Regulatory Commission. This experience will be beneficial for Manzanita as I'm aware of the reality of government organizations. Decisions are a process including multiple council members, not instant decisions made by an individual.

Note: Applicants are encouraged to submit a CV or Resume as part of their application.

Abbreviated resume attached

Are you available to meet ☒ (W/N): Days: ☒ Evenings: ☒

1. Please explain your interest in becoming a city councilor. Be brief but be as specific as possible.

My interest in serving as a City Councilperson started after regularly attending zoom meetings. Attendance included City Council workshops, City Council meetings, Budget Committee meetings and Planning Commission meetings. I like seeing the innerworkings of the city and the various teams making things happen. Watching city processes piqued my interest in the challenges facing Manzanita, especially during this time of tremendous growth. Because of my participation, I understand many of the existing city processes and will be able to quickly step up and contribute as a City Councilperson. I believe my skills are transferable and will help the City Council to continue being successful.

My background of gathering data, getting input from qualified experts, and making decisions based on facts, not just opinions, is key to the City Councilperson's role. I approach decision making in a positive manner. Processes and strategic planning should be based not only on input, but observations. We all have needs, wishes, and goals. It is important that all sides partner to produce collaborative solutions to meet collective goals. This would apply to decisions made by the City Council as well.

2. Of the issues facing Manzanita, what is the most compelling to you personally, and how would you address it?

Updating the comprehensive plan is to me the most compelling issue facing Manzanita. The comprehensive plan is the basis for the vision of Manzanita as we move forward. Once the plan has been updated, we can start working on ordinances to support the comprehensive plan. Addressing the update to the comprehensive plan will largely rely on input from the citizens of Manzanita. The Council will need to host multiple community meetings to gather input from the public. I believe we should also have the ability via survey, both online and paper, to gather information from the public. We need to make sure any citizen that wants to give input can via multiple sources. Council would then review input, compile and summarize data received for the public to review. Once we feel all critical information has been shared, we can start the process of updating the comprehensive plan. The updated plan should then be made available for review and input of the public. When council is confident with the feedback received, final adjustments would be made then voted on by the Council to adopt the new comprehensive plan. At this point, work on supporting ordinances can begin.

3. What is your understanding of the division of responsibility between the city council and the manager/staff.

The City Council appoints a qualified professional as City Manager. The City Manager is responsible for the daily running of city operations and city staff. The City Manager carries out the City Council's decisions and oversees the implementation of those decisions and programs as directed by the City Council.

4. Is there anything else you would like to share with the selection committee about your experience and interest in the position.

I am a team player, an independent thinker, and carry a positive approach and attitude. Working in a team atmosphere is second nature to me.

Honesty is key to gaining trust from constituents. I do not just say yes or no to make a person or group happy. I can cross the divide of various people who have different ideas and opinions. I have the self-confidence and ability to address issues because of my experience with difficult and demanding corporate clients.

My own measurement of success is being able to accomplish a project from beginning to end. The bigger picture and being part of that strategic goal drives my enthusiasm for working hard. There are many projects and challenges ahead of the City Council: comprehensive plan, city facilities construction, short term rental rules, alternative funding sources, work force housing, maintaining our police force and public works department, travel and tourism and the impacts on our community to name a few. These are all projects I am looking forward to working on and completing with the rest of the City Council and the community.

I am sensitive to the livability and community everyone in Manzanita wants and have enough experience to be productive and give back to our community immediately. As part of the next generation, I bring in thoughts, ideas and concepts that were not previously part of the City Council. I will be looking out for the future of the next generation, future generations, and long-term livability we all deserve in our community.

My extensive experience together with listening, understanding my customers, and solving their problems is directly beneficial to the City Council team. I can listen to individuals and groups in our community and communicate those needs in a language that everyone understands. Communication is an essential element of any successful organization.

If you are looking for someone with a solid commitment to work, accomplishing goals and proven skills that Manzanita needs, I would be honored to be appointed to the City Council. I am ready to serve everyone in my community.



APPLICATION FOR COUNCIL APPOINTMENT

This application must be completed and returned to City Hall or via email to cityhall@ci.manzanita.or.us **no later than October 27, 2023 (30 days from posting) by 5pm.**

Applicants must be registered voters who have resided in the city for at least one year prior to the appointment.

All applications will be posted with the Council Packet on November 3, 2022. Applicants are required to attend the City Council Meeting on November 8, 2023, participate in an interview per City Charter Section 33 (see below).

Section 33. Filling of Vacancies. Vacancies in elective offices of the City shall be filled by appointment by a majority of the entire membership of the Council. Notice of permanent position vacancies shall be posted for a period of thirty days in advance of appointment at City Hall and three other public places, and application forms for said position shall be made available at City Hall. All applicants shall be invited to attend a regular Council meeting at which time they will be interviewed by the Council. At the conclusion of the Council's interview, the Council shall conduct a ballot to fill the vacant elective position. The appointee's term of office shall begin immediately upon his appointment and shall continue through the unexpired term of his predecessor.

Please provide the following information:

Name: Mark Kuestner

Street Address:

Mailing Address:

Email Address:

Telephone:

Length of Residency: 7.5 years

Occupation: Retired

Will you be able to attend the November 8, 2023 Council Meeting in person? Y/N YES

Please describe your previous governmental experience, if any. NONE

Note: Applicants are encouraged to submit a CV or Resume as part of their application.

Are you available to meet (Y/N): Days: Y Evenings: Y

1. Please explain your interest in becoming a city councilor. Be brief but be as specific as possible.

For many years now I have been an active citizen of Manzanita, attending City Council as well as City committee meetings. I have listened, posed questions and learned much about how our city runs. With my background I can hit the ground running with the many critical issues we face and quickly come up to speed on new challenges as they arise. Manzanita's combination of dedicated, committed volunteer representatives with experienced, educated city staff makes a team that's hard to beat. I would like to contribute to that team.

2. Of the issues facing Manzanita, what is the most compelling to you personally, and how would you address it?

Updating Manzanita's Comprehensive Plan is at the top of my list of critical projects facing our city right now. How we regulate growth, what city services we provide and how we pay for them are part and parcel of the Comprehensive Plan. In addressing the CP, we will of necessity be addressing many other priorities as well. As a City Councilor I will encourage all citizens to participate in these efforts. Also, I will pay close attention to the CP consultants and the Planning Commission as they work through the initial stages of revisions and suggestions.

3. What is your understanding of the division of responsibility between the city council and the manager/staff.

This process is spelled out in detail in the Manzanita City Charter, Chapter V, section 22. City Council sets city policies and the city staff implement those policies. The City Manager is hired by the City Council and reports to them as a body. The City Manager is the administrative head of the city government and supervises staff.

4. Is there anything else you would like to share with the selection committee about your experience and interest in the position.

In my career in academic libraries, I have spent years working with researchers, identifying and explaining important data to support their research projects. I will be able to use these skills to examine current and future challenges and communicate solutions facing Manzanita to colleagues and citizens in an open and collegial process. My skills include organizing materials, independent research, interacting with the public to help them identify valid sources for their research projects, managing staff, and participating in a variety of committees.



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Please provide the following information:

Name: Jamie Schuermyer

Street Address:

Mailing Address:

Email Address:

Telephone:

Length of Residency: 6 Years

Occupation: Property Management

Will you be able to attend the November 8, 2023 Council Meeting in person? Y/N Yes

1. I have always felt a deep sense of responsibility towards my community and a desire to make a positive impact. Becoming a city council member allows me the opportunity to actively work towards improving the lives of the people around me. I am fascinated by the inner workings of local government and its ability to address key issues like infrastructure development, public safety, and environmental concerns.
2. Living in our little town is special to me, and its livability is important. A high livability factor ensures that the town maintains essential infrastructures.
3. Once I heard someone describe the relationship between a city council and the city manager as a see saw. The city manger deals with the nitty gritty stuff, like over seeing departments, implementing policies and keeping all things running smoothly. While the city council represent interests and make decisions. Also, being responsible for setting policies and passing ordinances. The city manager and the city council balance each other out.
4. I see progress as a priority and I believe I would bring a youthful face to the council.



CITY OF MANZANITA

P.O. Box 129, Manzanita, OR 97130-0129
Phone (503) 368-5343 | Fax (503) 368-4145 | TTY Dial 711
ci.manzanita.or.us

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Please provide the following information:

Name: William Stone

Street Address:

Mailing Address:

Email Address:

Telephone:

Length of Residency: 3 Years

Occupation: Investment Property Brokerage

Will you be able to attend the November 8, 2023 Council Meeting in person? Y/N

Please describe your previous governmental experience, if any.

Three years as auditor for US General Accounting Office, Washington Regional Office, Falls Church, VA. Completed numerous and varies financial and program studies at the request of members of Congress. Served on Oregon's Travel Information Council. Served on Salem Downtown Housing Advisory Committee (Chair)

Note: Applicants are encouraged to submit a CV or Resume as part of their application.

Are you available to meet (Y): Days: X Evenings: X

1. Please explain your interest in becoming a city councilor. Be brief but be specific as possible.

I am excited to submit my application for the vacant City Council seat as I believe I possess a unique combination of qualifications and experience that make me a strong candidate for this important role. With a Bachelor of Arts degree in economics and business administration and a Master's in Business Administration degree with a concentration in general management, I have a solid educational foundation that has equipped me with the critical thinking and problem-solving skills necessary for effective governance. As a newspaper publisher and editorial writer, I understand local issues, and have a commitment to hearing opposing sides of issues and to clear and transparent communication. My volunteer work with organizations like the YMCA, Chamber of Commerce, Salem Downtown Housing committee and Tillamook Beekeepers Association demonstrates my dedication to community improvement. Additionally, my experience as a sign manufacturing company owner and investment property broker has given me valuable insights into economic development and city planning. As an avid book club member and musician, I also appreciate the cultural and artistic aspects of our community. I am eager to contribute my skills and dedication to serving the residents of Manzanita as a City Council member.

2. Of the issues facing Manzanita, what is the most compelling to you personally, and how would you address it.

For me the most compelling issue facing Manzanita is maintaining the city's traditional character while putting it on a strong financial footing. The increase in the number of short-term rentals to grow City revenues threatens Manzanita's character. I would try to shift the new City Hall funding to bond funding through voter approval to reduce the impact on the general fund. I would propose reducing the overall number of short-term rentals through attrition. I would propose reducing the number of short-term rentals in neighborhoods located away from the beach to retain their neighborhood characteristics. I would propose increasing fees for short term rentals to address the overweighted effect of short-term rentals on infrastructure and policing. As transient lodging tax revenues decline as a percentage of overall City funding, I would seek voter approval of an operating levy for the general fund. The result would be a return to the historical village atmosphere with dependable general fund funding. On the expense side, I would look for ways to reduce City expenditures through economy and efficiency.

3. What is your understanding of the division of responsibility between the city council and the manager/staff.

City councils make policies. City managers implement the policies. City council members should not interfere with city administration except for the purpose of inquiry though the city manager.

4. Is there anything else you would like to share with the selection committee about your experience and interest in the position.



RECEIVED

OCT 27 2023

CITY OF MANZANITA

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Please provide the following information:

Name: Dennis Tong

Street Address: 17th Street

Mailing Address:

Email Address:

Telephone:

Length of Residency:

Occupation:

4 + years (Since the Covid-19 pandemic... I can't remember when I changed voter registration to Tiltamook Co.)
Retired since 2016.

Will you be able to attend the November 8, 2023 Council Meeting in person? Y/N

Please describe your previous governmental experience, if any.

I served as an elected union representative (Liason Officer)

Amalgamated
Transit
Union, Local 757

Note: Applicants are encouraged to submit a CV or Resume as part of their application.

Are you available to meet (Y/N): Days: X Evenings: X

1. Please explain your interest in becoming a city councilor. Be brief but be as specific as possible.

Last month, I was approached by a respected member of this community who encouraged me to apply for the vacant city council position. After much reflection and consultation with my wife, Susan,

2. Of the issues facing Manzanita, what is the most compelling to you personally, and how would you address it? → over

Recent past: Dune grading, its environmental impact. I signed a petition that initiated a review process. Current: "Twenty is plenty". First, I addressed an email to the City expressing my concerns about the safety of our residential streets. Then, I appeared twice before the Council and Manager to appeal for consideration

3. What is your understanding of the division of responsibility between the city council and the manager/staff. → over

Policy making resides with elected officials (mayor & council).

Oversight of the day-to-day operations of the City resides with the manager. The manager carries out the policies established by the elected officials.

Residents guide their community by serving on boards & commissions, participating in visioning and strategic planning & designing community-oriented local government services. *

4. Is there anything else you would like to share with the selection committee about your experience and interest in the position. → over

In lieu of my preparing a CV or resume for you, I welcome your questions about my work experience, family life, recreational interests, education, politics, and whatever you believe to be germane to this application process. That said, I'm a very private person and my responses may seem quite guarded. That's me!! Perhaps a better glimpse into the person you're considering for this position is the motto I have on the back of my motorcycle helmet: "Don't sweat the petty things; pet the sweaty things."

1. I decided to take this opportunity for civic engagement as a colleague on ~~the~~ council.

2. of this matter.

Future: Updating Manzanita's Comprehensive Plan.
I could be involved as a member of the City Council or as an interested civilian.

3. * Google search: What is the Council-Manager Form of Government?
cedar-rapids.org



City of Manzanita

COUNCIL STAFF REPORT

To: Mayor and City Council

Date Written: September 26, 2023

From: Leila Aman, City Manager

Subject: Amending Goal 12 Transportation Policies, and Goal 11 Public Facilities Relating to Street Policies of the City of Manzanitas Comprehensive Plan, Rescinding the Downtown Transportation Plan and Replacing it with Volume 2 of the Nehalem Bay Transportation System Plan for Manzanita.

ACTION REQUESTED

To hold a public hearing and conduct the first reading of an Ordinance to amend Goal 12 Transportation Policies, and Goal 11 Street Policies of the City of Manzanitas comprehensive plan, rescinding the downtown transportation plan and replacing it with Volume 2 of the Nehalem Bay Transportation System Plan for Manzanita.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[September 20, 2021](#) – The Planning Commission received an update on the Transportation Systems Plan (TSP)

[October 6, 2021](#) - The City Council received an update on the TSP.

[January 24, 2022](#) – The Planning Commission received an update on the TSP Community Conversations.

[February 8, 2023](#) – City Council received an update on the final draft of the TSP.

[July 17, 2023](#) – The Planning Commission received an update on the final TSP.

[July 31, 2023](#) – The Planning Commission deliberated and made a formal recommendation to the City Council to adopt the TSP and update Goal 12 of the comprehensive plan.

ANALYSIS

A Transportation Systems Plan (TSP) is a policy document that describes a transportation system, outlines projects, programs and policies to meet transportation needs now, and into the future based on the aspirations of the community. TSPs are required by Oregon's Transportation Planning Rules (TPR) and is documented in OAR 660.012.0015. The TPR implements Goal 12 at the state level and specifies what must be included in local planning efforts for transportation and what must be addressed and included in a local TSP. Fundamentally the resulting plan should support a variety of transportation modes that minimizes adverse social, economic and environmental impacts. The Manzanita TSP will be the first TSP adopted by the city and is compliant with the TPR.

The TSP can be found as Attachment 1 to this staff report, and includes a summary of the community involvement process, goals, projects and policies. Staff is requesting that the City

Council adopt the TSP by reference and update the policies in the comprehensive plan. The Ordinance, included as Attachment 2 to this staff report includes the recommended policy changes to the comprehensive plan derived directly from the TSP.

Goal 1 of the City's comprehensive plan (Plan) outlines the requirements for making a change to the Plan.

Findings of fact as a minimum shall be presented for a change request, which, as a minimum:

1. Explain what plan goals, objectives or policies are being furthered by the change.
2. Present the facts used in making the decision to change.
3. Explain how the change will serve the public need.

Findings of Fact

1. Explain what plan goals, objectives or policies are being furthered by the change.

The proposed changes to the policies in Goal 12 of the comprehensive plan are outlined in Attachment 2, Sections 2 and 3. The proposed changes include removal of policies 2 and 3 of the existing plan policies and rescinds the downtown transportation plan. The TSP includes updated and modern cross sections that better reflect the multimodal network. The Plan retains the remaining policies in Goal 12 and adds 18 new policies focused on creating a safe multi modal network, with bicycle and pedestrian enhancement as a priority. The new policy framework for Goal 12 focuses on ensuring compliance with the American Disabilities Act, implementing cost effective solutions, and encouraging the development of transportation funding sources. The change also includes updating the Street Policies in Goal 11 of the comprehensive plan and removes policy 5 referencing the downtown transportation plan. Overall, the new policies more accurately reflect and implement the TSP and community aspirations for a much more robust pedestrian and bicycle network.

2. Present the facts used in making the decision to change.

Extensive analysis of the city's existing transportation system, safety data such as crashes, injuries and fatalities, population growth projections, and existing plans contributed to the update of the policies and projects within the TSP. In addition, significant public outreach was conducted to ensure that the plan policies and goals were based on the values of the local community.

3. Explain how the change will serve the public need.

The City of Manzanita is growing, and with a robust tourist industry the city is staying busier year round. As a result of this there is a desire for the city to become even more pedestrian and bike friendly to help reduce the impact of automobiles on the transportation network, to reduce parking demand and to provide more options for residents and visitors alike to travel without the need to use a car for every trip. By diversifying the opportunities for travel choices, the updated policies will help guide future city investments in transportation that serve the greatest public benefit.

BUDGET IMPACT

The TSP was funded by a grant from the Oregon Department of Transportation. Implementation of the TSP policies will not have a significant cost. However, the implementation of the policies through zoning changes and changes to public works street standards to implement the TSP will require resources. The ODOT grant included funding for drafting of Manzanita Zoning Ordinance changes. If there are significant changes to the proposed recommendations this may also result in additional costs for our contract planner to review and finalize code language. Those are included in a technical memorandum that the Planning Commission is reviewing and will begin discussing in October.

WORKLOAD IMPACT

Adoption of the TSP and policies will have some workload impact on the City Manager. Implementation of the policies through zoning changes will have a greater impact on the City Manager, and Public Works Directors workload. This action will require the revision of the Manzanita Zoning Ordinance (95-4) and Street Improvement Standards Ordinance (91-2) and Manzanitas Subdivision Ordinance (95-5) to implement the new policies in the comprehensive plan. Staff anticipate multiple staff reports, and meetings with the Planning Commission and City Council to accomplish this task. Depending on how (if) any changes are made by the PC or CC to the proposed zoning and street standard amendments this could be a moderate workload or significant workload impact.

COORDINATION, CONCURRENCE, OR DISSENT

The City Attorney has reviewed the Ordinance. The Oregon Department of Transportation participated in the development of the Plan.

STAFF RECOMMENDATION

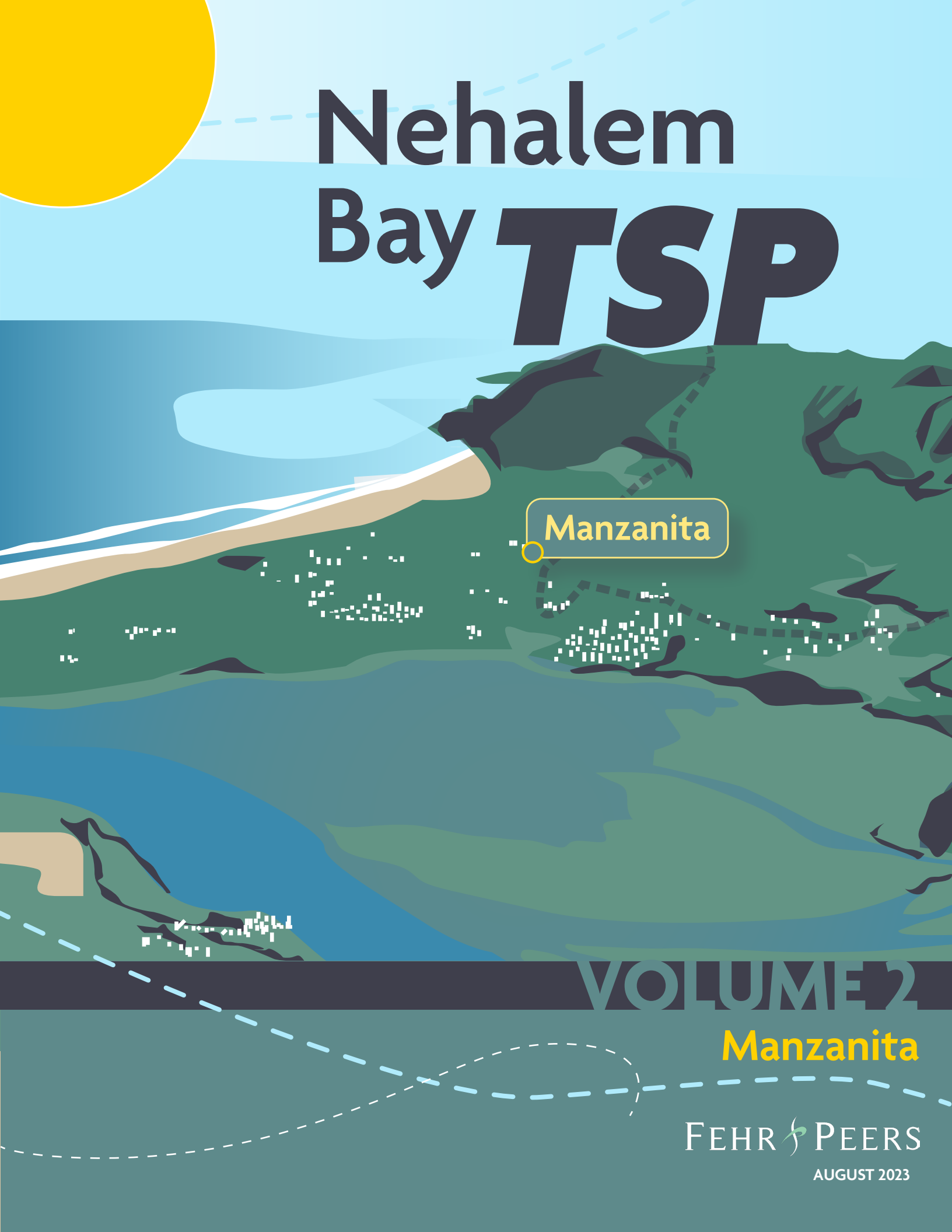
City Council conduct a public hearing, take public testimony, and approve the first reading of the Ordinance to update the policies in Goal 12 and Goal 11 related to street policies of the comprehensive plan and adopt the TSP by reference.

ALTERNATIVES

The City Council may elect to not approve the TSP. This will require the city to conduct a separate update of Goal 12 as part of the comprehensive plan update.

ATTACHMENTS

1. Volume 2 – Manzanita Transportation Systems Plan
2. Ordinance 23- 03

A stylized landscape illustration featuring a large yellow sun in the top left corner. Below it, a light blue sky transitions into a blue body of water. A green, hilly coastline with a sandy beach is shown. A yellow callout box with a dashed line points to a small cluster of white dots on the green hill, labeled 'Manzanita'. The bottom of the image has a dark teal background with a dashed white line.

Nehalem Bay **TSP**

Manzanita

VOLUME 2

Manzanita

FEHR & PEERS

AUGUST 2023



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VOLUME 2: MANZANITA



ACKNOWLEDGEMENTS

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Oregon Department of Transportation

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Planning Commission

Karen Reddick-Yurka, Chair

John Collier

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Phil Mannon

Thomas Christ

Bert Gregory

City Council

Deb Simmons, Mayor

Linda Kozlowski, Council President

Jerry Spegman

Kathryn Stock



VOLUME 2: EXECUTIVE SUMMARY

Transportation System Plan Introduction

Manzanita's Transportation System Plan (TSP) establishes a vision for the transportation system in Manzanita and serves as a long-range planning tool to bring that vision to fruition. This Volume of the Nehalem Bay TSP addresses the unique context and needs within the City of Manzanita.

Within Manzanita, this TSP serves to:

- Define regional transportation needs based on input gathered from the community throughout the process
- Document existing transportation infrastructure
- Identify transportation improvements that will be needed in the future as the region continues to grow
- Identifies potential funding sources for transportation projects
- Identifies high-priority projects

While the TSP serves as a guide for future investments, it does not include:

- Project refinement and design
- Specific timing for when projects will be designed and constructed
- Allocation of funding to any recommended projects

For a summary of Title VI and Environmental Justice Outreach, see **Volume 1**.

Community Involvement

Throughout development of the TSP, community members, business owners, and visitors were engaged to help shape the future of transportation in Manzanita. Input from community members was gathered through a Planning Advisory Committee (PAC) and a series of online and in-person open-houses that were open to all community members.

The PAC met at key milestones throughout the project and helped to provide local context while serving as a sounding board for components of the TSP including the Goals, Objectives, and Recommended Projects. The PAC was comprised of members from each of the three cities and a representative from Tillamook County. Throughout the TSP process community members had the opportunity to participate in three open-houses:

- **COMMUNITY TOUCHPOINT #1** provided an opportunity for community members to share their issues and concerns with travel in Manzanita and provide feedback on the Goals and Objectives.
- **COMMUNITY TOUCHPOINT #2** provided an opportunity for participants to provide feedback on the projects identified and included community conversations which provided an opportunity share feedback directly with the project team.
- **COMMUNITY TOUCHPOINT #3** provided an opportunity for community members to help identify high priority projects included in the TSP.



TSP Goals

There were six goals developed to help guide regional investment and two unique goals developed to address the unique challenges and desires within Manzanita. The six goals, shown below, were used to evaluate all projects within Manzanita to ensure that recommendations in the TSP will address the issues, needs, and desires shared by the community.

Table 1/ Goals & Objectives


GOAL	OBJECTIVES
<div><p>GOAL #1: QUALITY OF LIFE</p><p>Create a transportation system that provides equitable multimodal access for underserved and vulnerable populations and balances the needs of local travelers and regional through-traffic.</p></div>	<div><p>1. Provide equitable access for underserved and vulnerable populations by requiring American with Disabilities Act (ADA) compliance for new transportation infrastructure and upgrading existing infrastructure that does not meet ADA standards.</p><p>2. Increase connections to recreational opportunities by supporting the development of planned regional bicycle and pedestrian trails, including the Salmonberry Trail, Oregon Coast Trail, and Tillamook County Water Trail.</p><p>3. Create comfortable downtown spaces by identifying appropriate streetscape improvements, including landscaping, pedestrian scale lighting, benches, and street trees.</p><p>4. Reduce vehicle travel between cities by exploring options for visitors to ‘park once’, such as a regional shuttle service or water taxi.</p></div>



Table 1/ Goals & Objectives



GOAL	OBJECTIVES
 <p>GOAL #2: CREATE SAFE CONNECTIONS</p> <p>Create safer connections between the Nehalem Bay communities for people walking, biking, or using other non-auto modes and identify strategies to reduce crashes for all users when traveling on U.S. 101.</p>	<ol style="list-style-type: none"> 1. Identify key non-motorized routes between the Nehalem Bay communities and prioritize pedestrian and bicycle facilities on these routes. 2. Connect businesses and recreational destinations with neighborhoods by enhancing pedestrian and bicycle crossings on U.S. 101. 3. Improve areas with higher crash risk by improving the visibility of transportation users in constrained areas, such as on hills and blind curves. 4. Address known safety issues at locations with fatal or severe injury crashes, crashes involving a bicyclist or pedestrian, and vehicles entering and exiting U.S. 101. 5. Collaborate with the Oregon Department of Transportation (ODOT) to implement engineering and traffic calming strategies on U.S. 101, where appropriate, to reduce vehicle speeds.
 <p>GOAL #3: PLAN FOR THE FUTURE</p> <p>Collaborate with ODOT and Tillamook County to create a transportation system that is resilient to extreme weather events, able to safely accommodate evacuation and recovery efforts, and consistent with the goals and objectives of each City, Tillamook County, and the state.</p>	<ol style="list-style-type: none"> 1. Maintain local infrastructure so that facilities can withstand extreme weather events and aid in evacuation efforts. 2. Improve traffic circulation and access for fire and emergency vehicles. 3. Collaborate with ODOT to develop and implement improvements to U.S. 101 that fit the land use context and are consistent with ODOT's Highway Design Manual (HDM) and other local and regional planning efforts.



Table 1/ Goals & Objectives





GOAL	OBJECTIVES
 GOAL #4: SUPPORT FISCAL RESPONSIBILITY Plan for a transportation system that is financially viable with consideration for life cycle costs by identifying new funding sources to make local dollars go farther.	<ol style="list-style-type: none"> 1. Develop transportation solutions that are cost effective. 2. Identify outside funding sources for transportation projects such as grants, developer contributions, or transportation system charges. 3. Prioritize investments and maximize partnerships to provide maximum benefit and return on investment for the associated cost. 4. Consider future operation and maintenance costs in investment choices.
 GOAL #5: MANAGE ACCESS Manage access from U.S. 101 to Manzanita and the recreational opportunities in the area to minimize cut through traffic and seasonal congestion.	<ol style="list-style-type: none"> 1. Improve connections within Manzanita and to the neighborhoods within the UGB to improve local vehicle circulation and encourage local traffic to use local roads. 2. Support other planning efforts to create non-motorized and transit connections from key destinations to the commercial core.
 GOAL #6: ENHANCE ECONOMIC VIBRANCY Support economic vibrancy and reduce parking demand by providing walking, biking, and transit connections to the commercial core and the beach.	<ol style="list-style-type: none"> 1. Prioritize low stress bicycle and pedestrian facilities on arterials and collectors to enhance connections to local destinations. 2. Develop transportation and land use solutions that balance the needs of all users in the downtown area and to/from residential areas to the downtown core and beach.



High Priority Projects

The TSP includes 16 projects that will improve how people travel in Manzanita over the next 20 years. The projects listed in Table 2 were identified as high priority projects for Manzanita based on alignment with the TSP goals and input from community members. For the full list of recommended projects and locations, see **Table 8** and **Figure 16** in **Chapter 4**.

Table 2 | High Priority Projects

ID	Project Name & Description	Extents	Cost	Timeline
M1	CARMEL ROAD PEDESTRIAN ENHANCEMENTS: Enhance delineation between pedestrians and cyclists and look for opportunities to increase safety.	Laneda Ave to Necarney Blvd	\$180,000	 MEDIUM-TERM
M3	LANEDA AVENUE IMPROVEMENTS: Create a connection between the downtown core and the beach by improving Laneda Avenue to feel like a main street through the use of traffic calming measures. This could include painting a solid yellow stripe, providing curb extensions at key intersections, considering back-in angled parking, and constructing consistent curbs. This project should also ensure that ADA parking requirements are being met.	4th Street to Ocean Rd	\$600,000	 LONG-TERM
M9	CLASSIC STREET BICYCLE & PEDESTRIAN ENHANCEMENTS: Enhance Classic Street to provide advisory bike lanes creating space for people walking and biking and a connection from downtown core to planned multimodal facilities.	Manzanita Ave to Laneda Ave	\$110,000	 NEAR-TERM
M10	BICYCLE & PEDESTRIAN CONNECTION TO NEHALEM BAY STATE PARK: Provide a separated path for people walking to connect people walking and biking between the Manzanita and Nehalem Bay State Park along the Classic Street alignment. Further analysis would be required to identify final cross-section and alignment. This project should also include wayfinding to encourage visitors to walk and bike to the state park and will require coordination with Nehalem Bay State Park for connections into the State Park and reconstructing the road.	Dorcas Ln to end of UGB	\$1.5M	 LONG-TERM



CHAPTER 1: EXISTING & FUTURE CONDITIONS

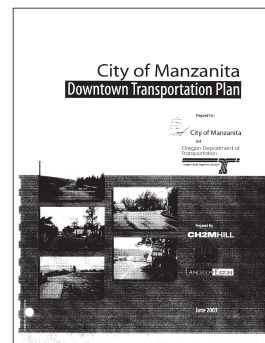
This chapter documents the local context and transportation system in Manzanita today and how conditions are expected to change by 2040.

The following sections in this chapter include:

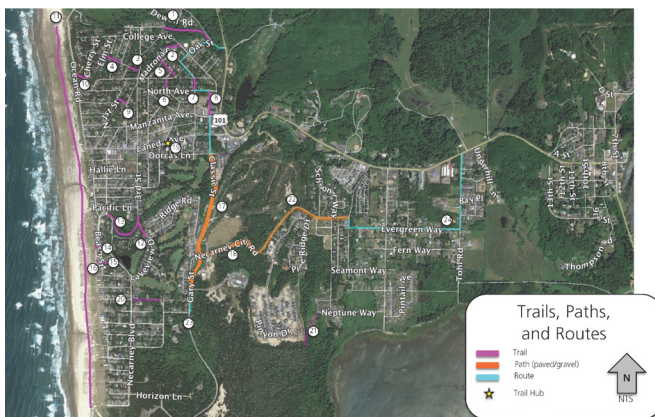
- A summary of the local plans that served as a starting point for Manzanita's first Transportation System Plan (TSP)
- An inventory of transportation infrastructure in Manzanita today
- How Manzanita will grow over the next 20 years and the transportation system's ability to accommodate that growth
- Feedback from community members that informed the development of goals and needs the TSP should address

Local Plans

There are three local plans that provided context for Manzanita's TSP, the Manzanita Downtown Transportation Plan, the City's Trail Master Plan, and Manzanita's Comprehensive Plan.



The **Manzanita Downtown Transportation Plan**, adopted in 2003, was developed to address key transportation issues in the city and was focused on the U.S. 101 intersections with Laneda Avenue and Manzanita Avenue, the extension of Classic Street, and improvements to Laneda Avenue.



Manzanita last amended its Comprehensive Plan in 2014. As the **City of Manzanita Comprehensive Plan** serves as the City's guide for achieving its vision on a wide variety of topics, including transportation, this document informed development of goals and policies, to ensure alignment with the city's broader vision.

In 2021, the City completed its **Trail Master Plan**. The Trail Master Plan identifies existing and proposed natural surface trails and paved paths separated from vehicle traffic. In addition to recommendations on where new trails should be developed, the plan also identifies next steps for prioritization and implementation of trails within the City.



Manzanita Today

The City of Manzanita, located on the north side of Nehalem Bay, has the largest land area of the three Nehalem Bay cities and a population of 617 people. While Manzanita is predominately made up of medium and low-density residential areas, including Bayside Gardens which is within the city's Urban Growth Boundary (UGB), it does have an active downtown along Laneda Avenue. Seasonal tourism is a primary economic driver for the City and causes the population and traffic in Manzanita to increase over the busy summer months as people visit the beach and Nehalem Bay State Park, both of which visitors must travel through Manzanita to access. Manzanita has the only library and police department in the region, and has a vibrant commercial center with grocery stores, restaurants, and shopping. Directly south of the city limits is Nehalem Bay State Park, which receives approximately 700,000 visitors a year. The park has an airport, boat launch, and a variety of year-round recreational offerings. While U.S. 101 only touches the northeast edge of the City, it is the City's only regional connection as shown in **Figure 1**.

Today, Manzanita's transportation system primarily serves people driving, with few facilities dedicated to people walking, biking, or taking transit. As shown in **Figure 2**, sidewalks are limited to the areas in and around Downtown and there is one shared bicycle and pedestrian facility on the east side of Carmel Avenue south of Laneda Avenue. There is one transit stop in Manzanita, served by the Tillamook County Transportation District (TCTD), operating the NW Connector, which is located on 5th Street south of Laneda Avenue.

Figure 3 shows the city's existing roadway network. U.S. 101 is the City's only Principal Arterial as its primary purpose is to serve regional trips. Laneda Avenue is a major collector while Ocean Road, Nehalem Road, Carmel Avenue, and Classic Street are all minor collectors within the city limits. All other streets are classified as Local streets, primarily connecting people to residential areas and local destinations.

In Manzanita, technical analysis focused on evaluating capacity on U.S. 101 and historical crash data. On U.S. 101, traffic operations analysis found that the existing capacity of the roadway is adequate to serve the number of vehicles that travel on U.S. 101 near Manzanita. Crash data was also evaluated to identify any locations where improvements may be needed to improve safety. In Manzanita, the most common type of crashes between 2014 and 2018 was turning movement crashes. Within city limits, 43 percent of crashes occurred at intersections and there was one crash involving a bicyclist on U.S. 101 just east of the city within the UGB, as shown on **Figure 4**.

For more detail on the existing conditions assessment, see **Technical Memorandum (TM) #5: Existing Conditions Assessment**, provided in Volume 5.



Figure 1 | TSP Planning Area





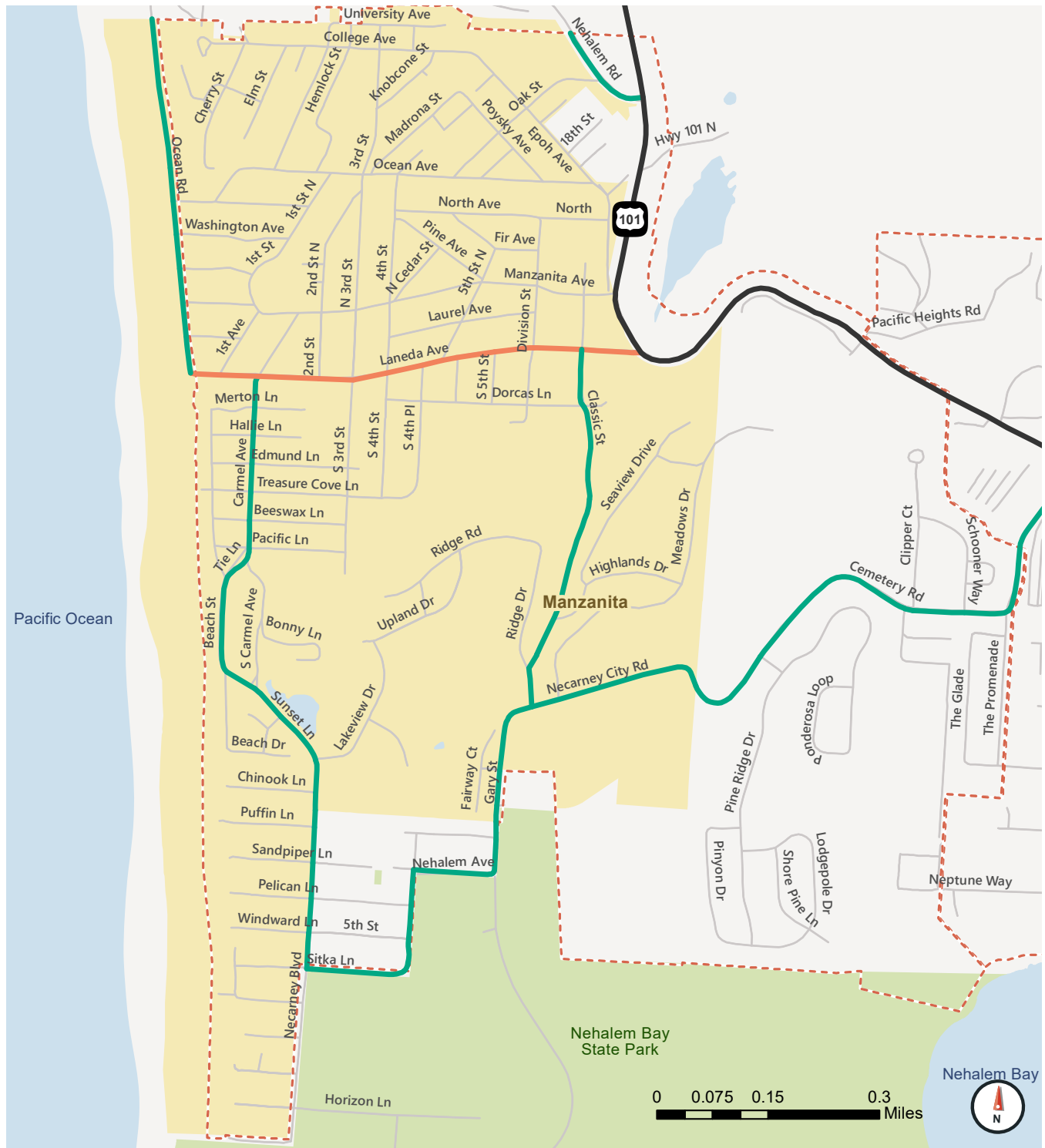
Figure 2 | Existing Bicycle & Pedestrian Network



- U.S. 101
- Streets
- Park
- City
- Urban Growth Boundary (2019)
- Existing Pedestrian Lane
- Existing Separated Facilities
- Existing Sidewalk
- Existing Trail
- Existing Wide Shoulder



Figure 3 | Existing Roadway Network



- Principal Arterial
- Major Collector
- Minor Collector
- Local
- City
- Park
- Urban Growth Boundary (2019)



Figure 4 | Manzanita Crash Countermeasures



- Local Street
- City
- Park
- - - Urban Growth Boundary (2019)
- Suspected Serious Injury
- Minor Injury
- Property Damage Only
- ✱ Bicyclist Injured

Manzanita in 2040

Analysis of future transportation conditions in Manzanita was completed based on growth forecast to occur in the region. As land use and the population grows, additional pressure will be put on the transportation network to accommodate this new growth.

The pattern of growth can also change transportation patterns and the need for new infrastructure – for example, a new housing development in an otherwise undeveloped area might prompt the need for additional roads, sidewalks, or bicycle facilities that are not needed under current conditions.

Land Use

The City of Manzanita is already experiencing infill development within the City Core, which is expected to continue. The City also anticipates that approximately 300 new homes will be built on currently vacant land east of Classic Street within the next eight years.

Population

The Population Research Center at Portland State University publishes historical population trends

and estimated future population growth for cities and counties throughout the state. In 2017, growth estimates from 2017 to 2067 were published. Historically, Tillamook County’s population grew at an average rate of 0.4 percent per year between 2000-2010. However, it is predicted that the County’s population will grow at a slightly faster pace through 2035 and will increase by more than 2,800. Manzanita saw higher growth from 2000-2010 than the County average and is predicted to grow at a faster rate through 2035 as shown in **Table 3**.

Planned Transportation Projects

As there are no local transportation projects with funding identified at this time, no transportation improvements were assumed in the baseline analysis for 2040 conditions.

Table 3 | Historical and Forecasted Population Growth in Nehalem Bay

LOCATION	HISTORICAL			FORECAST				
	2000	2010	AAGR ¹ (2000-2010)	2017	2035	2067	AAGR ¹ (2017-2035)	AAGR ¹ (2035-2067)
Tillamook County	24,262	25,250	0.4%	26,071	28,879	32,747	0.6%	0.4%
Manzanita UGB	712	827	1.5%	884	1,156	1,567	1.5%	1.0%

Source: U.S. Census Bureau, 2000 and 2010 Censuses; Forecast by Population Research Center, Portland State University
¹ Average Annual Growth Rate (AAGR)



Transportation System Operations & Needs

Using the expected growth on U.S. 101 based on forecasts developed by ODOT, traffic forecasts were developed for 2040. These forecasts were then used to evaluate if the transportation system will be able to accommodate the expected growth and identify deficiencies in the existing system.

Traffic operations analysis completed using traffic volume forecasts for 2040 found that all study roadway segments in Manzanita have enough capacity to accommodate expected growth.

Key needs that were identified as part of the future conditions assessment and used to inform the recommended projects include:

- Traffic calming to lower vehicle speeds on local roads
- Sidewalk improvements to address existing deficiencies and ensure that facilities are consistent with ADA standards
- More facilities for people walking and biking, specifically to connect people to the commercial center, Bayside Gardens, and Nehalem Bay State Park

For more detail on the future conditions assessment and transportation needs, see **TM #6: Future Traffic Forecast Methodology and Results** and **TM #7: Future Transportation Conditions & Needs**, included in Volume 5.

Community Touchpoint #1 – Needs & Desires

The first community touchpoint provided an opportunity for community members to share their experience traveling in Manzanita, including issues and barriers to travel, and to review the draft Goals & Objectives following vetting by the PAC.

Input was gathered through an online open-house which presented an opportunity for community members to both review the data that had been collected and share their feedback through an online survey.

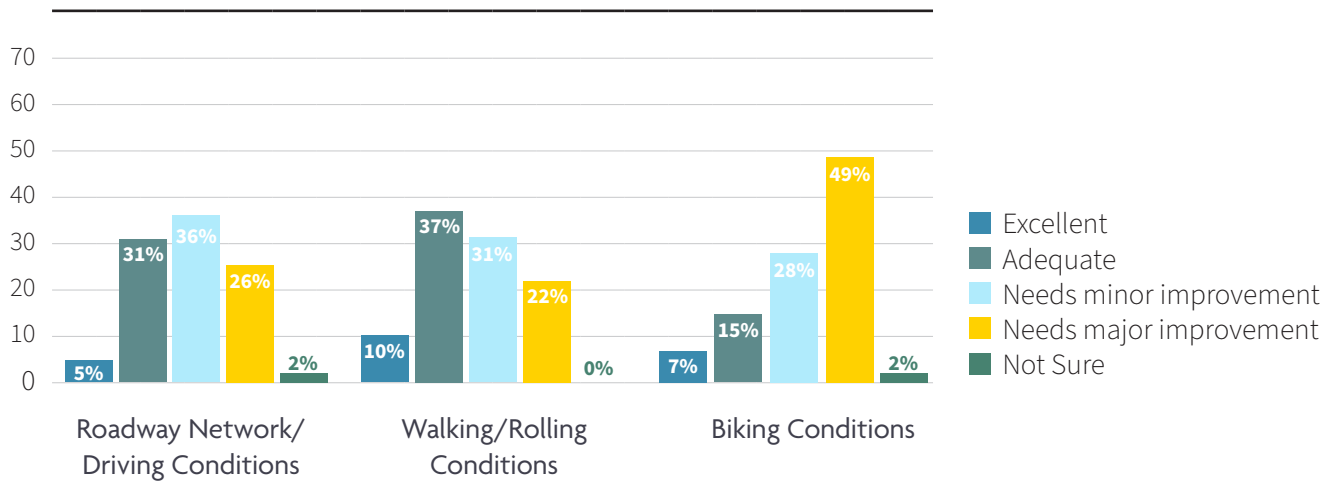
This event ran from August 2 to August 20, 2021. During this time, 225 community members viewed the site. Of the over 200 community members that visited the site, 66 visitors responded to the survey questions, of which 26 (40 percent) stated their primary residence was in Manzanita while three community members selected Bayside Gardens as their primary residence.

When asked if the draft goals would address the issues they experience when traveling, most community members responded with yes; however, many reiterated the need for improved infrastructure for walking and bicycling and a desire to see that reflected in the goals and objectives. As shown on **Figure 5**, most respondents identified existing bicycling infrastructure as needing major improvements.

As part of each touchpoint, efforts were made to reach people whose voices are not typically heard. For a summary of how Title VI and Environmental Justice was incorporated in the community engagement for this project, see the summary included in Volume 1.



Figure 5 | Transportation Needs in Manzanita





CHAPTER 2: GOALS & POLICIES

This chapter presents the goals, objectives, policies, and evaluation criteria that were developed to align the outcomes of this TSP with the needs, desires, and vision for Manzanita's transportation system. The goals, objectives, and evaluation criteria were developed based on input from the PAC. Community members also vetted the goals and objectives as part of the first touchpoint with the community.

Goals & Objectives

Six goals were established for the TSP. These goals aim to address existing needs and barriers to travel for people walking, biking, and rolling while maintaining Manzanita's unique character and natural resources.

Table 4 | Goals & Objectives


GOAL	OBJECTIVES
<p>GOAL #1: QUALITY OF LIFE</p>  <p>Create a transportation system that provides equitable multimodal access for underserved and vulnerable populations and balances the needs of local travelers and regional through-traffic.</p>	<ol style="list-style-type: none"> 1. Provide equitable access for underserved and vulnerable populations by requiring ADA compliance for new transportation infrastructure and upgrading existing infrastructure that does not meet ADA standards. 2. Increase connections to recreational opportunities by supporting the development of planned regional bicycle and pedestrian trails, including the Salmonberry Trail, Oregon Coast Trail, and Tillamook County Water Trail. 3. Create comfortable downtown spaces by identifying appropriate streetscape improvements, including landscaping, pedestrian scale lighting, benches, and street trees. 4. Reduce vehicle travel between cities by exploring options for visitors to 'park once', such as a regional shuttle service or water taxi.





Table 4 | Goals & Objectives

GOAL	OBJECTIVES
 GOAL #2: CREATE SAFE CONNECTIONS Create safer connections between the Nehalem Bay communities for people walking, biking, or using other non-auto modes and identify strategies to reduce crashes for all users when traveling on U.S. 101.	<ol style="list-style-type: none"> 1. Identify key non-motorized routes between the Nehalem Bay communities and prioritize pedestrian and bicycle facilities on these routes. 2. Connect businesses and recreational destinations with neighborhoods by enhancing pedestrian and bicycle crossings on U.S. 101. 3. Improve areas with higher crash risk by improving the visibility of transportation users in constrained areas, such as on hills and blind curves. 4. Address known safety issues at locations with fatal or severe injury crashes, crashes involving a bicyclist or pedestrian, and vehicles entering and exiting U.S. 101. 5. Collaborate with ODOT to implement engineering and traffic calming strategies on U.S. 101, where appropriate, to reduce vehicle speeds.
 GOAL #3: PLAN FOR THE FUTURE Collaborate with ODOT and Tillamook County to create a transportation system that is resilient to extreme weather events, able to safely accommodate evacuation and recovery efforts, and consistent with the goals and objectives of each City, Tillamook County, and the state.	<ol style="list-style-type: none"> 1. Maintain local infrastructure so that facilities can withstand extreme weather events and aid in evacuation efforts. 2. Improve traffic circulation and access for fire and emergency vehicles. 3. Collaborate with ODOT to develop and implement improvements to U.S. 101 that fit the land use context and are consistent with ODOT's HDM and other local and regional planning efforts.
 GOAL #4: SUPPORT FISCAL RESPONSIBILITY Plan for a transportation system that is financially viable with consideration for life cycle costs by identifying new funding sources to make local dollars go farther.	<ol style="list-style-type: none"> 1. Develop transportation solutions that are cost effective. 2. Identify outside funding sources for transportation projects such as grants, developer contributions, or transportation system charges. 3. Prioritize investments and maximize partnerships to provide maximum benefit and return on investment for the associated cost. 4. Consider future operation and maintenance costs in investment choices.



Table 4 | Goals & Objectives

GOAL	OBJECTIVES
 GOAL #5: MANAGE ACCESS Manage access from U.S. 101 to Manzanita and the recreational opportunities in the area to minimize cut through traffic and seasonal congestion.	<ol style="list-style-type: none"> 1. Improve connections within Manzanita and to the neighborhoods within the UGB to improve local vehicle circulation and encourage local traffic to use local roads. 2. Support other planning efforts to create non-motorized and transit connections from key destinations to the commercial core.
 GOAL #6: ENHANCE ECONOMIC VIBRANCY Support economic vibrancy and reduce parking demand by providing walking, biking, and transit connections to the commercial core and the beach.	<ol style="list-style-type: none"> 1. Prioritize low stress bicycle and pedestrian facilities on arterials and collectors to enhance connections to local destinations. 2. Develop transportation and land use solutions that balance the needs of all users in the downtown area and to/from residential areas to the downtown core and beach.





Transportation Policies

The policies listed below reflect the TSP goals and objectives and will ensure that future land use and transportation decisions in Manzanita help to bring the transportation system envisioned in this document to fruition.

1. Efforts to reduce speeding on Laneda Avenue should be carried out by the city. This should take the form of maintaining a low speed (20 MPH), requesting that the City police and Tillamook County Sheriff's Department maintain a high level of enforcement and installing appropriate warning signs. (Amended by Ord.14-02; passed on April 9, 2014)
2. Crosswalks in the downtown commercial area should be a high priority for the city. Consideration should be given to the installation of planters or other landscaping devices in conjunction with the crosswalks.
3. The city and state shall cooperate to retain the airport at Nehalem Bay State Park. It is the position of the city that the airport should be surfaced, that "T-Hangers" should be installed, and that a caretaker should be stationed at the airport. It is the goal of the city that the facility be improved for existing traffic rather than expanded.
4. The city and state shall cooperate to limit the number of accesses onto U.S. 101 to as few as possible. Limited access shall be permitted north of Laneda, or in other locations where traffic visibility is limited.
5. The city will work with ODOT to coordinate plans and projects particularly through the Oregon Transportation Plan and the U.S. 101 Corridor Study. Specifically, the city wishes to have direct input into highway improvement plans on U.S. 101 in the vicinity of the city, and on future uses of the unused highway right-of-way.
6. The City discourages property owners from improving street rights-of-way with landscaping, driveways, walkways and similar projects, especially in the vicinity of water, sewer, and storm drainage lines. All parking required by the zoning ordinance must be useable by the property owners, generally not exceeding 10% grade from the street.
7. The city will support equitable access for underserved and vulnerable populations through compliance with ADA standards for new transportation infrastructure improvements and upgrades to existing infrastructure that does not meet ADA standards.
8. The city will support the development of planned regional bicycle and pedestrian trails, including the Salmonberry Trail, Oregon Coast Trail, and Tillamook County Water Trail.
9. The city will support streetscape improvements to improve downtown areas, including, but not limited to, improved landscaping pedestrian scale lighting, benches, bicycle racks, and street trees.
10. The city will support alternative travel modes that reduce vehicle travel between cities, including, but not limited to, regional shuttle services or water taxis.
11. The city should prioritize improvements to non-motorized routes that include pedestrian and bicycle facilities between Nehalem Bay communities.
12. The city should prioritize enhancing pedestrian and bicycle crossings on U.S. 101 that connect businesses and recreational destinations with neighborhoods.
13. The city will support improvements that increase visibility of transportation users in constrained areas, such as hills and blind curves.



14. The city shall prioritize improvements that address known safety issues at locations with fatal or severe injury crashes, crashes involving bicyclists or pedestrian, and vehicles entering and exiting U.S. 101.
15. The city will coordinate with ODOT to implement engineering and traffic calming strategies where appropriate on U.S. 101 to reduce vehicle speeds and are consistent with ODOT's HDM and other local and regional planning efforts.
16. The city should maintain transportation infrastructure so that facilities can withstand extreme weather events and aid in evacuation efforts.
17. The city will support improvements to traffic circulation and access for fire and emergency vehicles.
18. The city shall prioritize cost-effective transportation improvements.
19. The city should seek additional funding sources for transportation improvements, such as, but not limited to, grants, developer contributions, and transportation system charges.
20. The city should support partnerships that maximize the benefit and return on investment for associated costs when prioritizing transportation investments.
21. The city should support improvements that increase local vehicle circulation and encourage local traffic to use local roads.
22. The city should support non-motorized and transit connections from key destinations and the commercial core.
23. The city should prioritize bicycle and pedestrian facilities on arterials and collectors that enhance connections to local destinations.
24. The city should prioritize transportation and land use solutions that support all road-users in the downtown area and to/from residential areas to the downtown core and beach.

Public Facilities & Services

1. The demographic trends of North Tillamook County, and increasing costs of mandated regulations, encourages cooperation between communities relative to Public Facilities and Services.

Street Policies

1. The cost of constructing streets in new subdivisions, planned developments, or in rights-of-way where no improved street exists shall be the responsibility of the developer or the adjacent property owners. The City shall share costs in the following way:
 - a. On existing dedicated, but unimproved streets, which are arterials or feeders, the City will pay the difference in pavement width between the existing width and arterial or collector width. On existing dedicated unimproved or underimproved residential streets, the abutting property owners shall pay all costs of the improvement.
 - b. Substantial improvement of existing street intersections shall be the responsibility of the City.
 - c. There shall be no city participation in bearing the cost of streets in subdivisions or planned developments. Owners wishing to build access to their property on unimproved rights-of-way must adhere to City Street Standards.
4. Asphaltic concrete pavement shall be required for all streets.
5. Storm drainage, as determined by the Public Works Department, shall be required for all street improvements and construction.
6. Street right-of-way which cannot be improved due to steep topography, or other valid reason, should be used for other purposes, such as public infrastructure, emergency preparedness, parks or open space, walking trails or greenbelts.

For more information on the policies, see **TM #12: Implementing Ordinances**, included in **Volume 5**.





Evaluation Criteria

The evaluation criteria, presented in Table 5, were used to evaluate each potential project's alignment with the TSP goals. Evaluation criteria was vetted by the PAC and City staff to ensure that the evaluation process resulted in projects that aligned with the desired outcomes of the TSP process.

Table 5 | Evaluation Criteria







GOAL	EVALUATION CRITERIA
 1. QUALITY OF LIFE	Project improves access for underserved or vulnerable populations.
	Project improves a route predominately used by local travelers off U.S. 101.
	Project improves the experience of people traveling through Nehalem Bay.
 2. CREATE SAFE CONNECTIONS	Project addresses a location with a history of fatal/severe injury crashes and/or bike/ped crashes.
	Project creates new connections off U.S. 101 for active transportation modes between Nehalem Bay communities.
	Project includes a traffic calming element aimed at slowing vehicle traffic to improve safety and comfort for active transportation users.
	Project addresses a location with a latent risk of crashes.
 3. PLAN FOR THE FUTURE	Project maintains or rebuilds critical infrastructure; or improves access for emergency vehicles.
	Project includes a maintenance component on local roads.
	Project improves U.S. 101 consistent with ODOT's Highway Design Manual or other regional planning efforts.
 4. SUPPORT FISCAL RESPONSIBILITY	Project builds on investments in transportation funded primarily by entities other than the cities. (state, regional, county, grants, or development impact fees).
	Project decreases future operation and/or maintenance costs.



Table 5 | Evaluation Criteria

GOAL	EVALUATION CRITERIA
 5. MANAGE ACCESS	<p>Project improves local roadway connections and/or wayfinding within Manzanita's UGB.</p> <p>Project supports efforts to create connections between key destinations and the commercial core.</p>
 6. ENHANCE ECONOMIC VIBRANCY	<p>Project creates new connections for active transportation modes on arterials or collectors.</p> <p>Project builds roadway shoulders to city standards/greater than standard where no bike/ped facility is available.</p>





CHAPTER 3: MANZANITA'S TRANSPORTATION SYSTEM

One desire that was consistently shared by community members throughout development of the TSP was the desire for a transportation system that improves safety and comfort for people who choose to walk and bike, including enhancing connections for these travelers off U.S. 101. To achieve this, the TSP includes proposed networks for pedestrian, bicycles, and vehicles. This chapter presents the proposed network for each of these modes.

Autos

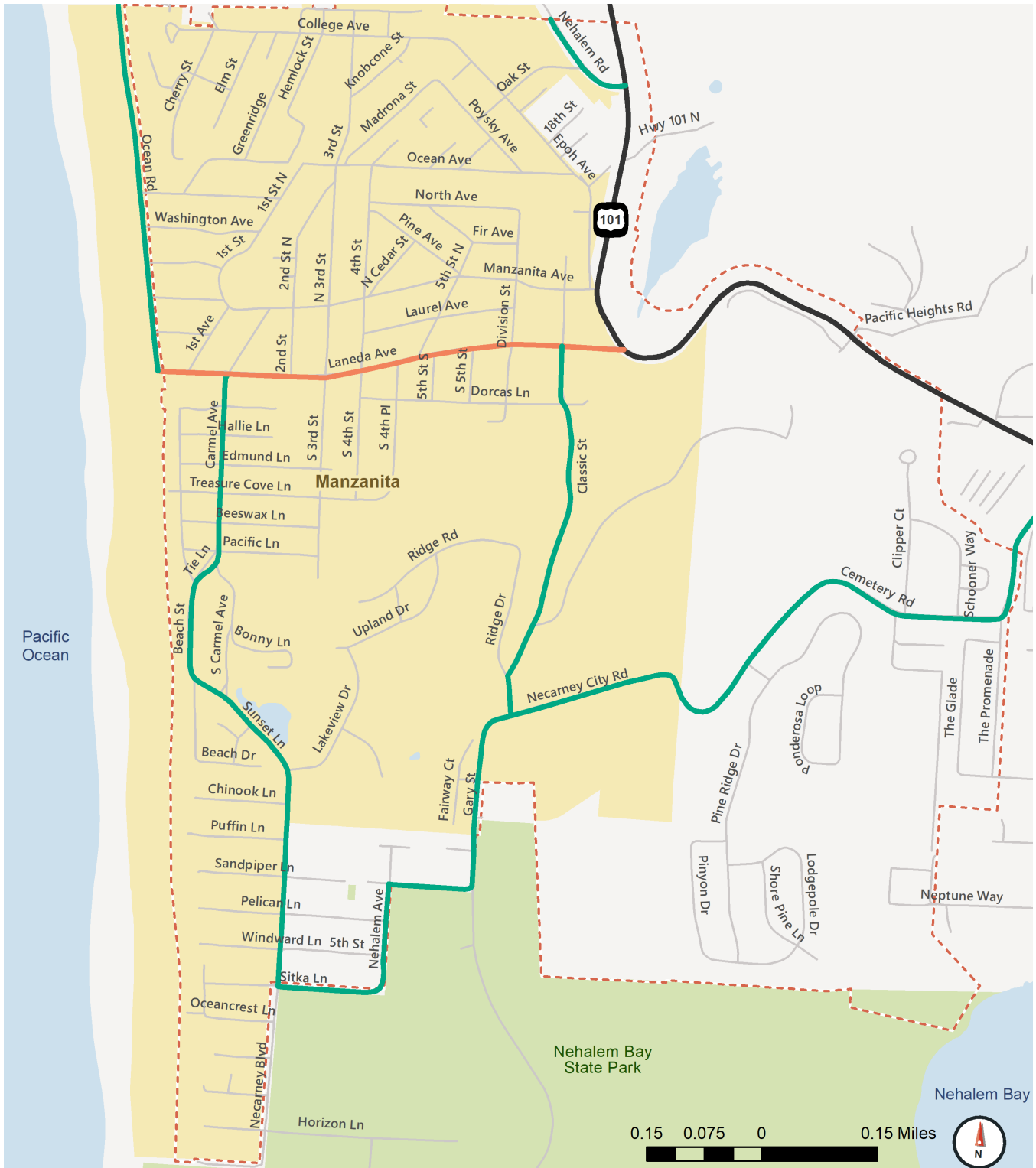
Figure 6 shows the proposed roadway network for Manzanita. This is followed by **Table 6** which defines each functional class. The cross-sections for collectors and local streets within Manzanita are shown on **Figure 7** through **Figure 9**.

When determining the needs that must be met by a specific road, relying on the surrounding land use context results in a context-sensitive approach to determining the appropriate cross-section and facilities that should be provided. Based on the six urban contexts, with the term urban applying to any area with an Urban Growth Area (UGA), the area surrounding U.S. 101 in Manzanita is identified as Suburban Fringe. This land use context was used to identify the appropriate elements and dimensions for U.S. 101, identified as a Principal Arterial within Manzanita.





Figure 6 | Roadway Functional Classification



- Principal Arterial
- Major Collector
- Minor Collector
- Local
- Urban Growth Boundary (2019)
- Park
- City



Table 6 | Manzanita Roadway Standards by Functional Class

FUNCTIONAL CLASS	PEDESTRIAN REALM	TRANSITION REALM			TRAVELWAY REALM		
	SIDEWALK	BICYCLE FACILITIES	BUFFER ZONE	MINIMUM ON-STREET PARKING WIDTH	NUMBER OF TRAVEL LANES	MINIMUM LANE WIDTH	MEDIAN/CENTER TURN LANE
Principal Arterial ¹	6 to 8 feet	6 feet	3 to 5 feet	None	2	11 to 12 feet	12 to 13 feet
Major Collector	6 to 8 feet	None	None	8 feet	2	11 feet	None
Minor Collector ²	Minimum 8 feet		None	8 feet/None	2	11 feet	None
Local ^{2,3}	None	Advisory Bike Lanes or Sharrows	None	8 feet or None	1	20 feet	None

¹ As the only Principal Arterial in Manzanita is U.S. 101, which is under the jurisdiction of ODOT, values presented above are consistent with recommendations for a Rural Community roadway based on guidance in the ODOT HDM. Widths shown provide a range of options based on local context consistent with the HDM.

² While local roadways only require one lane, the width would allow for two-way travel.

³ The Manzanita Bicycle Network Map (Figure 11) identifies the appropriate bicycle facilities for Minor Collectors and Local roadways in the City.

Figure 7 | Major Collector Cross-Section

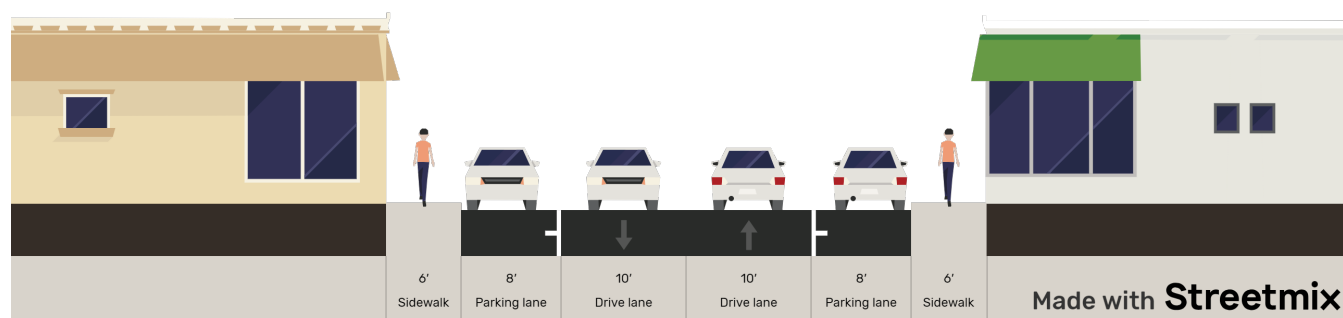
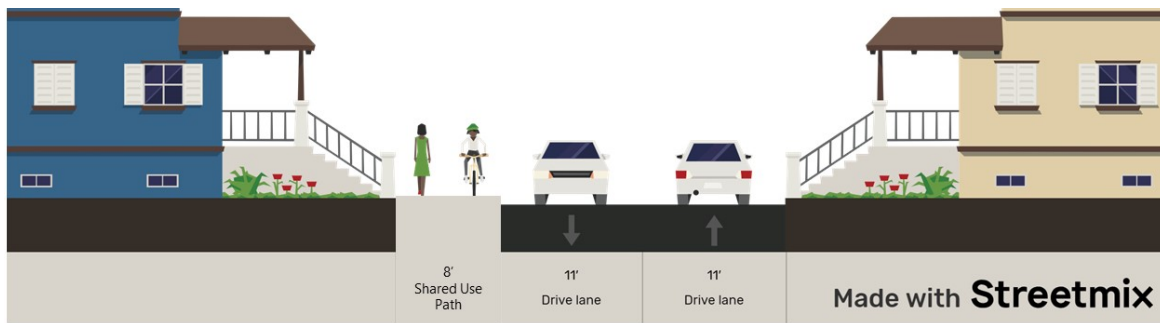




Figure 8 | Minor Collector Cross-Section



Minor Collector Cross-Section with Parking

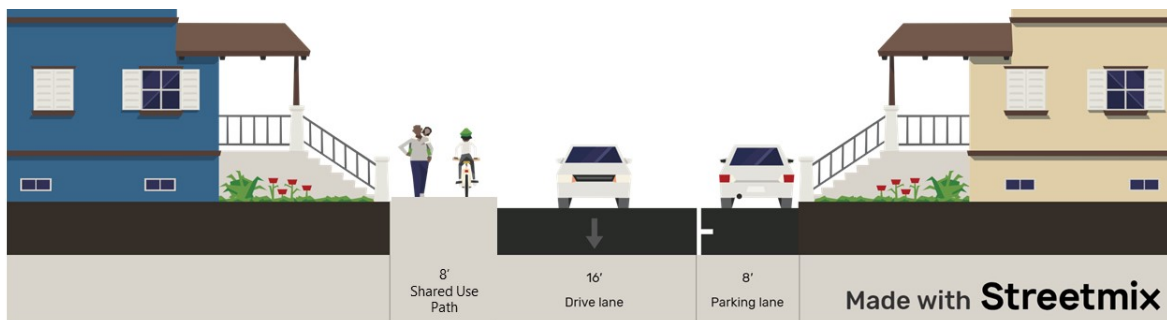
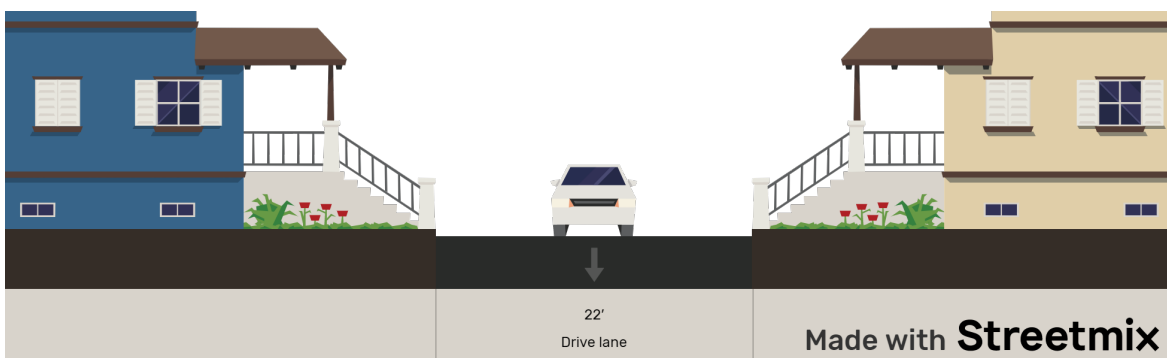
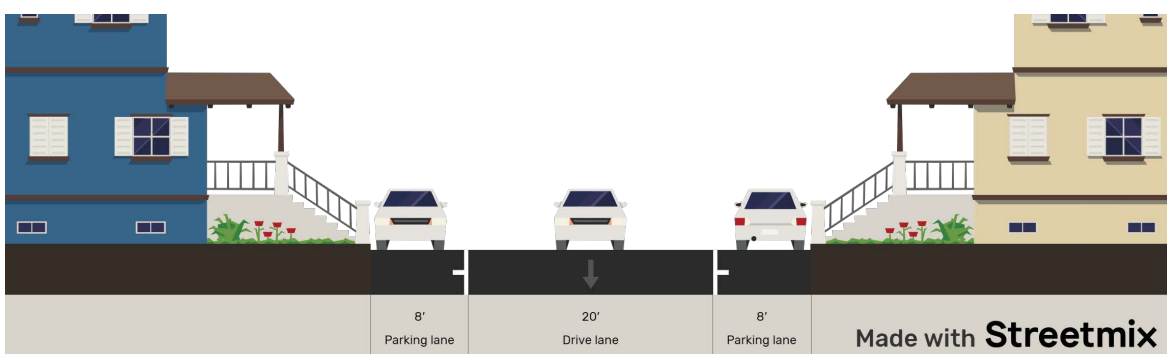


Figure 9 | Local Road Cross Section



Local Road Cross Section with Parking





Pedestrians

Within Manzanita, there are two key streets where sidewalks are needed to connect people to key destinations: Laneda Avenue and Ocean Road, as shown on **Figure 10**.

Laneda Avenue is a key pedestrian corridor connecting people from the commercial core to the beach, while Ocean Avenue provides access to the beach. Given the high pedestrian volumes on these key routes, it is recommended that, when feasible, 10 feet of pedestrian throughway be provided. Where space allows, additional space should be provided for frontage (up to four feet) for a total maximum of 14 feet. Where space is constrained, the additional buffer may be eliminated as shown in the Major Collector Cross-Section above, as the on-street parking lane provides separation for the pedestrian realm and the travelway realm.

The ADA requires that transportation facilities accommodate the needs of people with varying abilities. By building a pedestrian network that meets

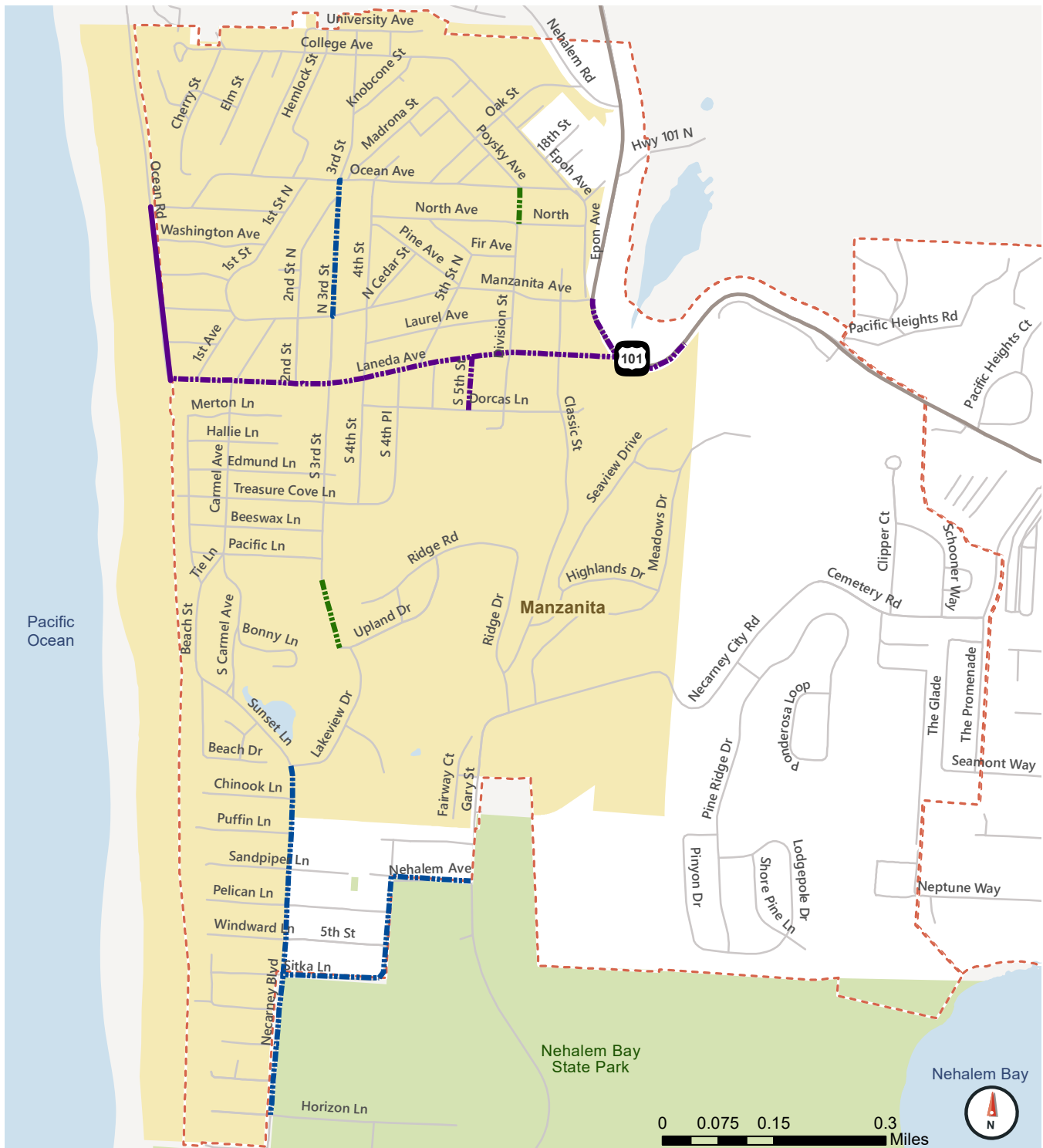
the needs of people with varying abilities improves accessibility and results in a high-quality system for all users. To achieve this, the City should incorporate the following features when building new sidewalks or improving existing sidewalks:

- Ensure that sidewalks are free of obstructions. While objects up to 27 inches above the ground can be detected by a white cane, objects between 27 and 80 inches in the pedestrian circulation area may cause injury to blind and low vision users. If objects must protrude into the pedestrian circulation area, detectable delineation to warn users should be provided.
- Provide detectable warning surfaces at curb ramps, railroad crossings, and transit stops that contrast with adjacent surfaces.
- Design sidewalks to include firm and ADA compliant surfaces, adequate clear width, and limited cross-slope.
- Provide an accessible sloped entrance and exit to transition to and from the walkway where the facility begins and ends.





Figure 10 | Proposed Pedestrian Network



- Streets
- Park
- City
- - - Urban Growth Boundary (2019)
- Existing Trail
- Existing Pedestrian Lane
- Existing Sidewalk
- Proposed Sidewalk



Bicycles

As shown on **Figure 11**, the bicycle network within the City of Manzanita relies on four types of facilities:

- **Separated Bike Lane:** Separated Bike Lanes are part of the street that is designated for bicycle travel, and in some cases pedestrian travel, that are separated from vehicles by a street buffer that contains a vertical element (e.g. curb, parking, or bollards).
- **Sharrows:** These are quiet slow streets that prioritize bicycles and automobiles. The shared lane marking (sharrows) indicate that bicycles and automobiles should share the lanes and are typically used when there is a sidewalk or other space allocated for people walking and to complete the bicycle network.

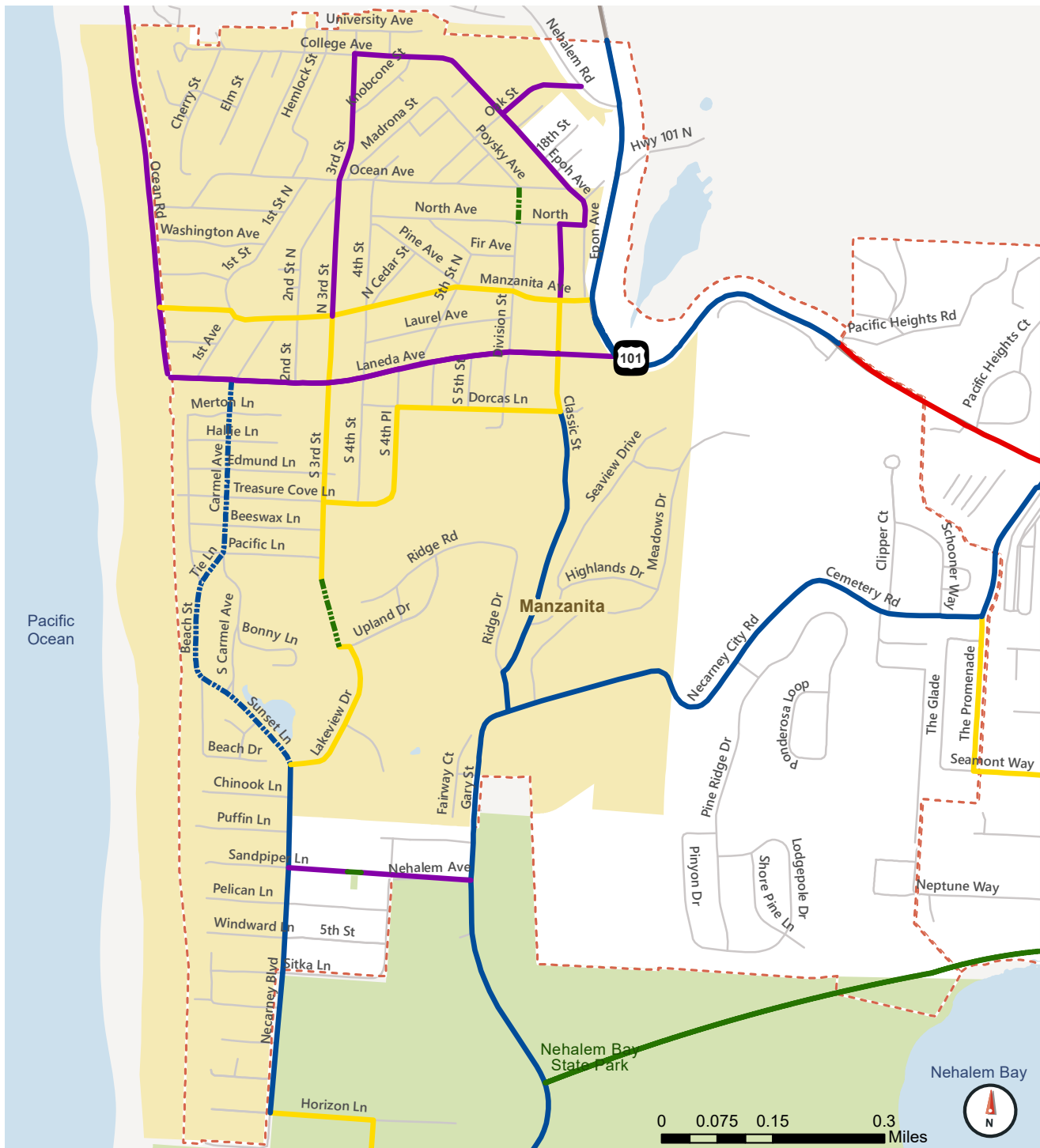
- **Advisory Bike Lanes:** These are quiet slow streets that prioritize bicycles and pedestrians. A shoulder, available for use by bicyclists and pedestrians, is delineated by striping allowing for vehicles to use the shoulder when no pedestrians or bicyclists are present to pass oncoming vehicles.
- **Trails:** Trails, which are typically constructed using a soft-surface and used for recreational travel provide a space for people walking and bicyclists. Trails have dedicated right-of-way and connect people between regional destinations. While trails may parallel a roadway, they may also create a new connection for people walking and bicycling.

The cross-sections for the four types of bicycle facilities within Manzanita are shown on **Figure 12** through **15**.





Figure 11 | Proposed Bicycle Network



- | | | |
|-------------------------------|-------------------------------|------------------------------|
| Existing Trail | Proposed Sharrows | Park |
| Existing Separated Facilities | Proposed Separated Facilities | City |
| Proposed Wide Shoulder | Proposed Advisory Bike Lanes | Urban Growth Boundary (2019) |
| Proposed Trail | | |



Figure 12 | Separated Bicycle Facility Cross-Section

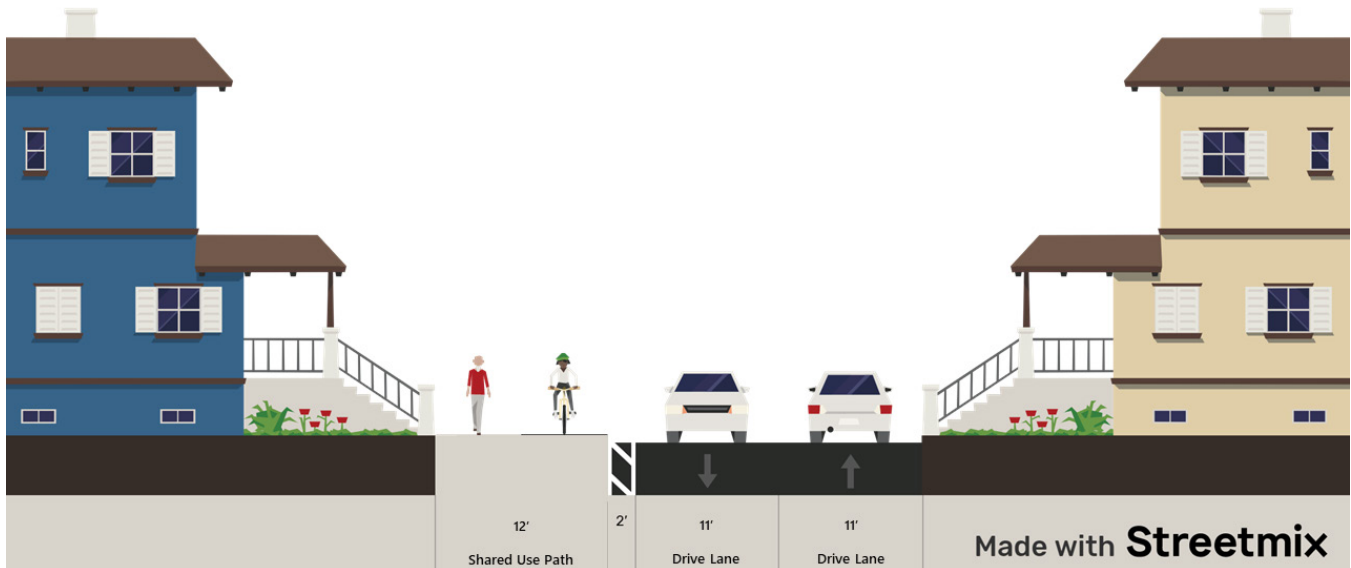


Figure 13 | Sharrow Cross-Section

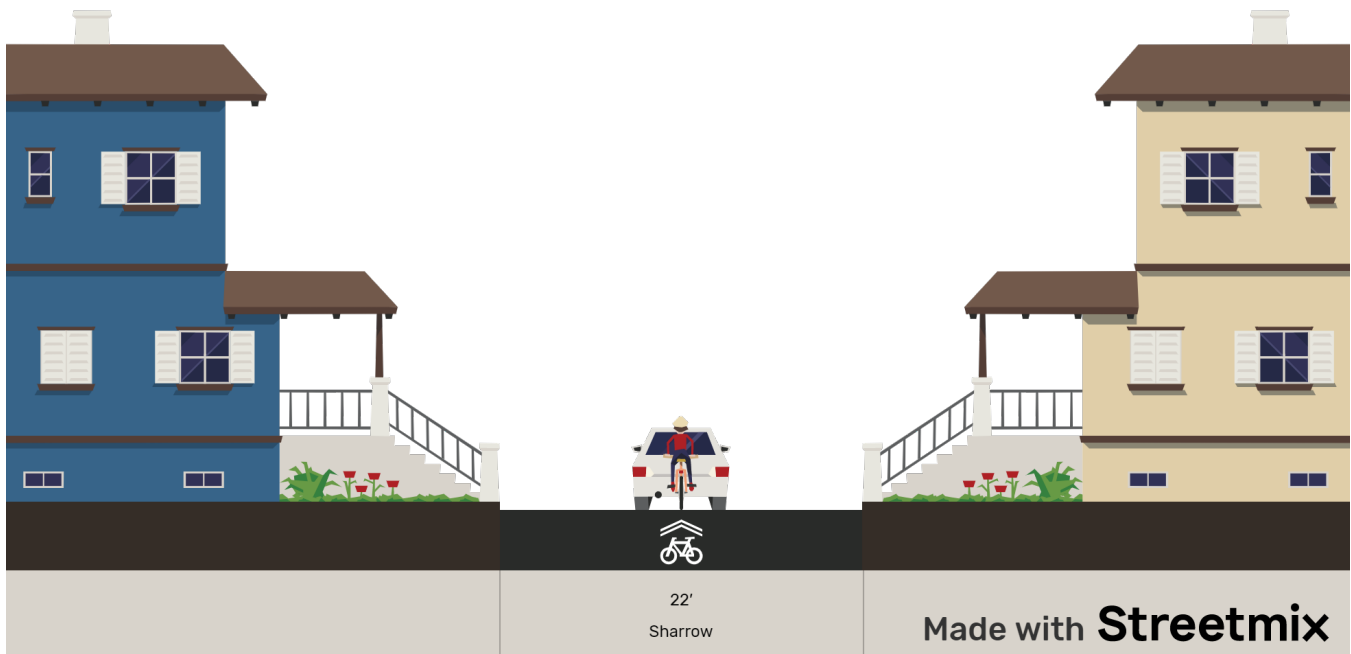




Figure 14 | Advisory Bike Lane Cross-Section

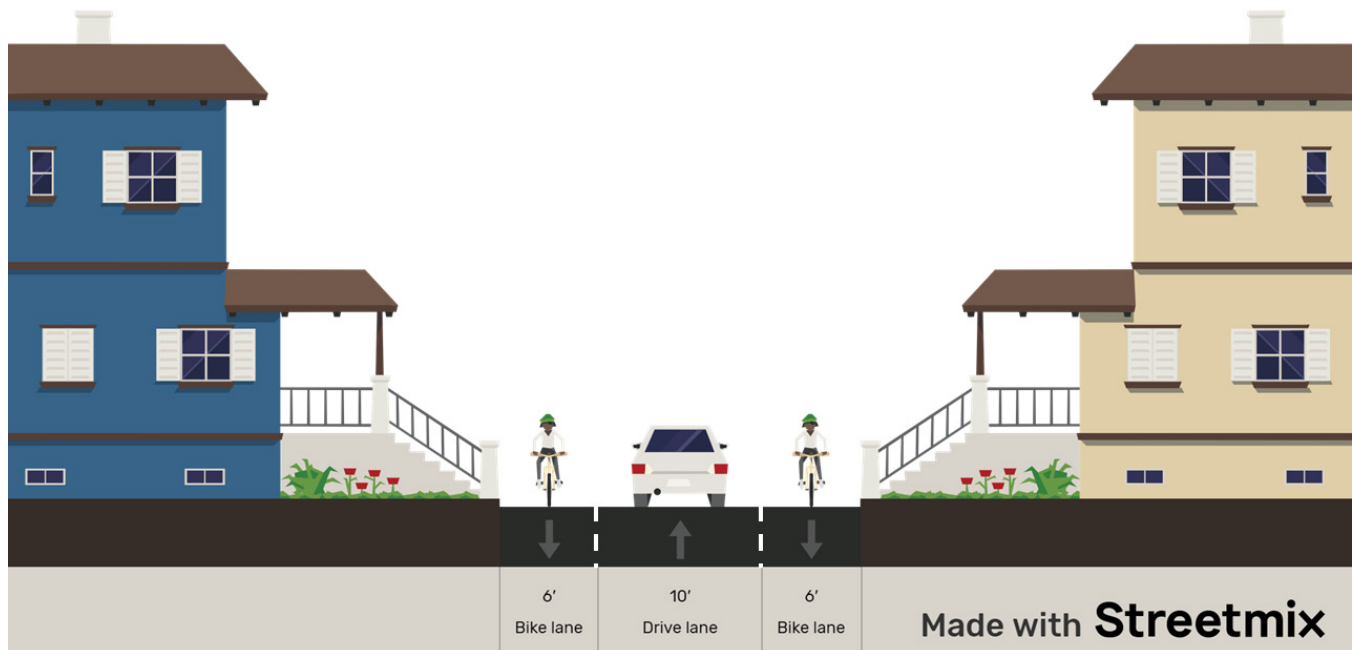
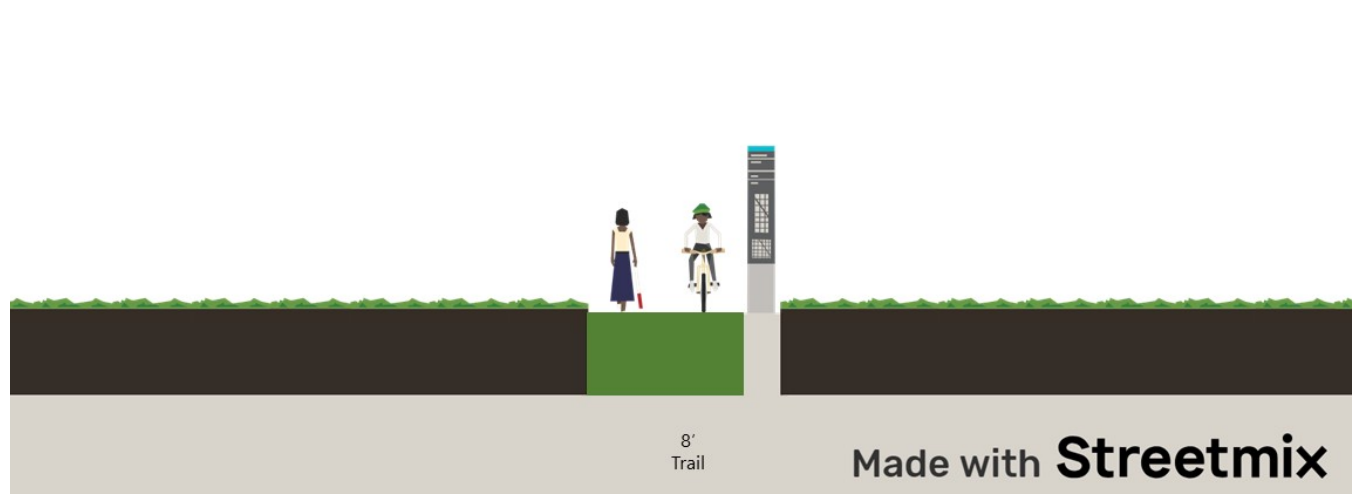


Figure 15 | Trail Cross-Section





CHAPTER 4: PROJECTS

This chapter begins with a summary of community input that informed development of the TSP project list. This is followed by the 16 projects that have been included on the TSP project list based on community input and alignment with the TSP goals.

Community Input

The second and third touchpoints with the community informed development of the project list and identification of high priority projects.

Community Touchpoint #2 – Draft Project List

The second community touchpoint, which took place in January and February 2022, was held online due to the ongoing COVID-19 pandemic. This touchpoint included a community listening session, which allowed community members to share feedback directly and ask questions about the proposed projects. The community conversation was followed by an online open-house which allowed community members to review the project list and provide feedback through an online survey.

Six community members joined the Manzanita community conversation and 14 respondents provided input on the proposed projects in Manzanita through the online survey.

While all of the respondents said that the proposed list of projects would advance the City's transportation goals, additional issues that were identified for inclusion on the project list include:

- Traffic volume on Classic Street makes it feel unsafe for people walking and biking
- On some roadways, shared space for bicycles and pedestrians is not appropriate
- Dedicating more space to pedestrians in the commercial core would enhance the visitor experience
- Proposed projects would significantly increase the number of facilities and space for people and walking and biking

Community Touchpoint #3 – High Priority Projects

The third community touchpoint included multiple opportunities for community members to share their feedback in-person and online. These events, which occurred in June and July 2022, shared the proposed TSP project list and asked community members to provide input that was used to identify high priority projects.



In Manzanita, 73 percent of respondents agreed with the draft project list either as presented or with some changes. When asked to identify projects they viewed as high-priority within the community the following projects were identified:

- Classic Street Bicycle and Pedestrian Enhancements
- Bicycle and Pedestrian Connection to Nehalem Bay State Park
- Bayside Gardens to Manzanita Bicycle and Pedestrian Connection
- Bicycle Parking

The Projects

Based on the evaluation that was completed to align recommendations with the goals and feedback from the community, a set of high priority projects were identified. High Priority projects are those that address multiple needs and are essential to moving the City towards its vision for a safe and connected transportation system for all users. The following pages provide more detail on the recommended.

A timeline for implementation was also identified for each of the projects. The timeline for implementation was determined based on complexity of the project, the amount of coordination required with multiple agencies for implementation, and cost. There are five categories of projects that have been identified to meet the needs and desires identified for Manzanita, including:

- **Signage/Wayfinding & Other:** These projects would add enhanced signage/wayfinding, primarily

to connect people walking and biking to key destinations in the region without driving. Also included are projects that would create “gateways” to the Cities, alerting drivers of the change in context and helping to lower vehicle speeds.

- **Bicycle/Pedestrian Enhancements:** These projects enhance an existing facility to create dedicated space for people walking and biking within the existing Right-of-Way (ROW) or enhance existing separation of modes.
- **Roadway:** These projects address operational deficiencies or improve the quality of a roadway that is currently hazardous or challenging to navigate because of the condition of the roadway.
- **Safety:** Projects identified as safety enhancements address areas where crashes have historically occurred or where a safety concern was shared by community members.
- **New Bicycle/Pedestrian Connection:** These solutions create new facilities for people walking and biking. These solutions may provide a separated space next to an existing roadway or fill a gap between key destinations in the region by creating a new connection.

The location of recommended projects and project descriptions are shown on **Figure 18** and in **Table 6**, respectively. This is followed by additional information on the high priority projects.

Table 7 | Timeline for Implementation




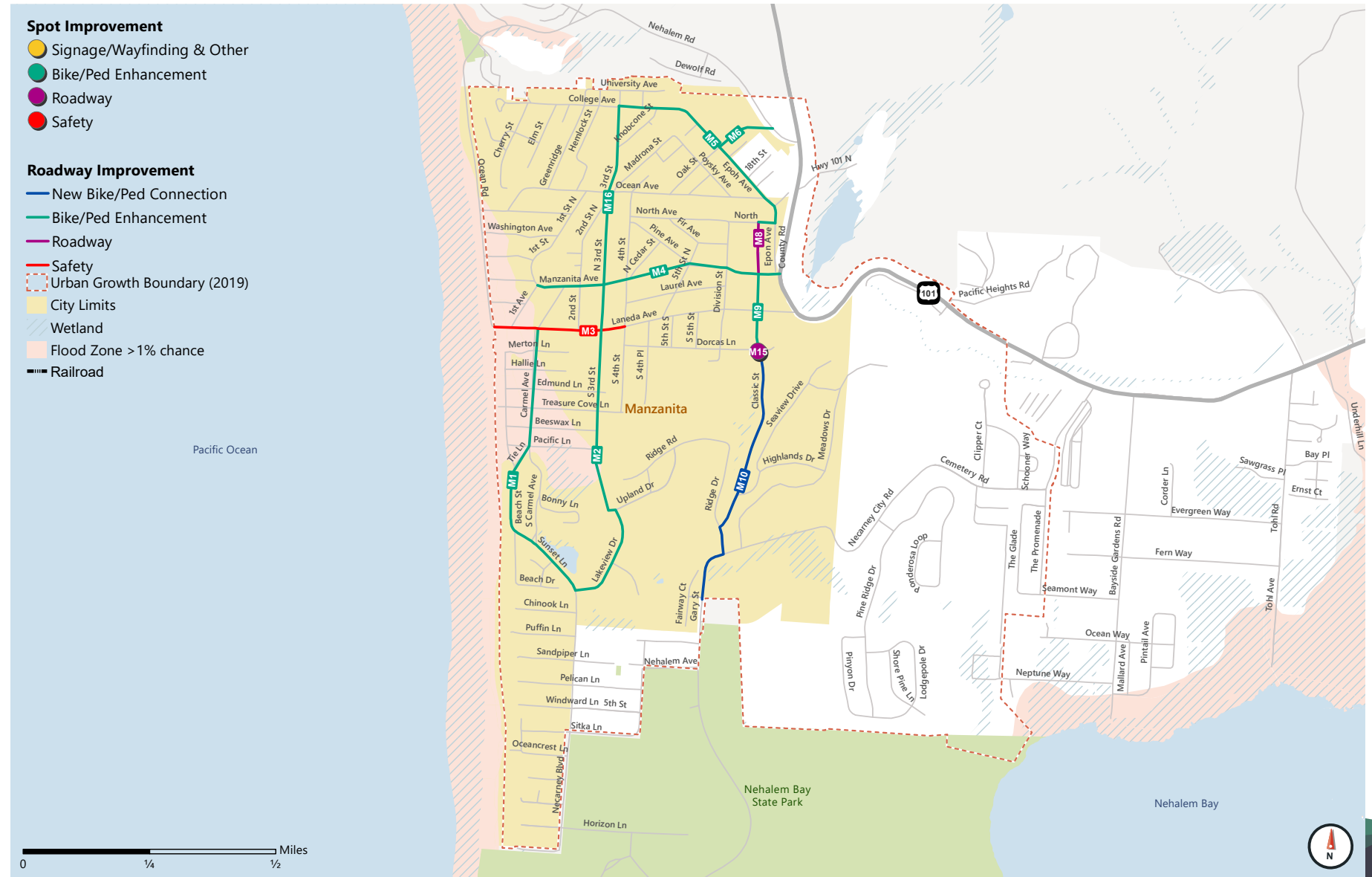
TIMELINE	DESCRIPTION
 1. NEAR-TERM	Projects identified for NEAR-TERM implementation are those that could be implemented within the next five years. These projects generally improve existing facilities or improve spot locations and are programmatic in nature.
 2. MEDIUM-TERM	Projects identified for MEDIUM-TERM implementation are likely to require between five and 10 years to implement based on cost and complexity. These projects may cross jurisdictional boundaries, requiring coordination between multiple agencies to implement, require more substantial upgrades to existing facilities or would require construction of off-street facilities.
 3. LONG TERM	Projects identified for LONG-TERM implementation are high-cost projects that will require more than 10 years to secure funding and design. Long-term projects are those that would construct new facilities on or parallel to U.S. 101 and would require substantial coordination with agencies and community members in the region.













Figure 16 | Project Map



NOTE: M11, M12, M13, and M14 are not shown on the map



Table 8 | Manzanita TSP Projects









ID	Project Name & Description	Extents	Category	Cost ¹	Timeline
M1	CARMEL ROAD PEDESTRIAN ENHANCEMENTS: Enhance delineation between pedestrians and cyclists and look for opportunities to increase safety.	Laneda Avenue to Lakeview Drive	Bike/Ped Enhancement	\$180,000	 MEDIUM-TERM
M2	3RD STREET/ LAKEVIEW DRIVE BICYCLE & PEDESTRIAN ENHANCEMENTS: Enhance 3rd Street/Lakeview Drive with advisory bike lanes to provide space for people walking and biking.	Manzanita Avenue to Necarney Blvd	Bike/Ped Enhancement	\$98,000	 MEDIUM-TERM
M3	LANEDA AVENUE IMPROVEMENTS: Create a connection between the downtown core and the beach by improving Laneda Avenue to feel like a main street through the use of traffic calming measures. This could include painting a solid yellow stripe, providing curb extensions at key intersections, considering back-in angled parking, and constructing consistent curbs. This project should also ensure that ADA parking requirements are being met.	4th Street to Ocean Road	Safety	\$600,000	 LONG-TERM
M4	MANZANITA AVENUE SAFETY ENHANCEMENTS: Enhance Manzanita Avenue with advisory bike lanes identify space for people walking and biking and improve safety at intersections. Project may also include removing landscaping and shrubbery near intersections where needed to improve intersection sight distance.	U.S. 101 to Ocean Road	Bike/Ped Enhancement	\$120,000	 MEDIUM-TERM
M5	EPOH AVENUE BICYCLE & PEDESTRIAN ENHANCEMENTS: Enhance Epoh Avenue with sharrows to indicate where people biking should travel.	3rd Street to North Avenue	Bike/Ped Enhancement	\$23,000	 NEAR-TERM
M6	OAK STREET BICYCLE & PEDESTRIAN ENHANCEMENTS: Enhance Oak Street with sharrows to indicate where people biking should travel.	Nehalem Road to Epoh Avenue	Bike/Ped Enhancement	\$4,000	 NEAR-TERM
M7	NORTH AVENUE BICYCLE & PEDESTRIAN ENHANCEMENTS: Enhance North Avenue with sharrows to indicate that bikes should use the vehicle lane.	Epoh Avenue to Classic Street Extension	Bike/Ped Enhancement	\$3,200	 NEAR-TERM
M8	CLASSIC STREET EXTENSION: Construct an extension of Classic Street from Manzanita Avenue to North Avenue and include sharrows to indicate that bikes should use the vehicle lane.	North Avenue to Manzanita Avenue	Roadway	\$1,500,000	 LONG-TERM

 High Priority Projects

¹ Costs shown are based on 2023 dollars.



Table 8 | Manzanita TSP Projects

ID	Project Name & Description	Extents	Category	Cost ¹	Timeline
M9	CLASSIC STREET BICYCLE & PEDESTRIAN ENHANCEMENTS: Enhance Classic Street to provide space for people walking and biking and create a connection from downtown core to planned multimodal facilities. Treatments could include constructing consistent shoulders to provide space for people walking and adding sharrows to indicate that bicyclists should use the travel lane.	Manzanita Avenue to Laneda Avenue	Bike/Ped Enhancement	\$110,000	 MEDIUM-TERM
M10	BICYCLE & PEDESTRIAN CONNECTION TO NEHALEM BAY STATE PARK: Provide a separated path for people walking to connect people walking and biking between the Manzanita and Nehalem Bay State Park along the Classic Street alignment. Further analysis would be required to identify final cross-section and alignment. This project should also include wayfinding to encourage visitors to walk and bike to the state park and will require coordination with Nehalem Bay State Park for connections into the State Park and reconstructing the road.	Dorcas Lane to end of UGB	New Bike/Ped Connection	\$1,500,000	 LONG-TERM
M11	COMPLETE TRAIL CONNECTIONS: Complete trail connections identified in the City's Trail Master Plan to create more local connections for people biking and walking.	Citywide	New Bike/Ped Connection	-	 MEDIUM-TERM
M12	BICYCLE PARKING: Provide dedicated areas for bicycle parking near the beach and in the downtown core.	Citywide	Bike/Ped Enhancement	\$5,000	 NEAR-TERM
M13	PARKING SIGNAGE: Provide signage near the beach and downtown core to direct visitors to public parking areas.	Citywide	Signage/Wayfinding	\$2,000	 NEAR-TERM
M14	WAYFINDING SIGNS: Provide wayfinding and educational signs in the downtown core and beach to direct visitors to local destinations, enhancing visitors ability to park once. Signage should also include messaging about where pedestrians should walk.	Citywide	Signage/Wayfinding	\$6,000	 NEAR-TERM
M15	DORCAS LANE & CLASSIC STREET INTERSECTION IMPROVEMENTS: Construct intersection improvements, potentially a mini or compact roundabout, to improve safety and operations as development continues.	Dorcas Lane & Classic Street	Roadway	\$500,000	 LONG-TERM
M16	3RD STREET BICYCLE & PEDESTRIAN ENHANCEMENTS: Enhance 3rd Street with sharrows to indicate where people biking should travel.	Manzanita Avenue to College Avenue	Bike/Ped Enhancement	\$40,000	 NEAR-TERM

 High Priority Projects

¹ Costs shown are based on 2023 dollars.



Carmel Road Pedestrian Enhancements

PROJECT M1

CATEGORY

Bicycle and Pedestrian Enhancement

COST

\$180,000

TIMELINE



Mid-Term

PROJECT LOCATION

Laneda Avenue to Lakeview Drive

PROJECT DESCRIPTION

Today, Carmel Road is striped to identify space for people walking and bicycling; however, the space does not delineate between people walking and bicycling and separation from the vehicle lane is limited to paint. Community members shared that this space is highly utilized and therefore delineation between the space for people walking and bicycling is needed to address the different speeds of these travelers. This project would also explore other opportunities to enhance safety, specifically at crossings.

GOALS THIS PROJECT ADVANCES



*Enhance
Quality of
Life*



*Create Safe
Connections*



*Plan for the
Future*



*Support Fiscal
Responsibility*



*Manage
Access*



*Enhance
Economic
Vibrancy*



Example of on-street facilities with separation and enhanced crossings.

Source: ITE NY Upstate



U.S. 101 Bicycle & Pedestrian Path

PROJECT M3

CATEGORY

Safety

COST

\$500,000

TIMELINE



Long-Term

PROJECT LOCATION

4th Street to Ocean Road

PROJECT DESCRIPTION

While portions of Laneda Avenue were recently improved, this portion from 4th Street to Ocean Road needs additional improvements to be accessible to users of all ages and abilities and maintain the “main street” connection to the ocean. This project would enhance that connection by installing traffic calming measures, restriping the road with a solid yellow stripe, providing curb extensions at key intersections, considering back-in or angled parking and constructing consistent curbs. This project should also ensure that ADA requirements are met for all infrastructure.

GOALS THIS PROJECT ADVANCES



Enhance
Quality of
Life



Create Safe
Connections



Plan for the
Future



Support Fiscal
Responsibility



Manage
Access



Enhance
Economic
Vibrancy



Source: Strongtowns.com

Classic Street Bicycle & Pedestrian Enhancements

PROJECT M9

CATEGORY

Bicycle and Pedestrian Enhancement

COST

\$110,000

TIMELINE



Mid-Term

PROJECT LOCATION

Manzanita Avenue to Laneda Avenue

PROJECT DESCRIPTION

Classic Street is an important connection for residents and business located along or north of Manzanita Avenue to the City's core located on Laneda Avenue. This project would enhance Classic Street between Manzanita Avenue and Laneda Avenue with consistent shoulders and advisory bike lanes to create a space where people can walk and bicycle in the roadway. This would also help create a connection to existing and planned facilities for people walking and bicycling on Laneda Avenue and along Classic Street to the south.

GOALS THIS PROJECT ADVANCES



Enhance Quality of Life



Create Safe Connections



Plan for the Future



Support Fiscal Responsibility



Manage Access



Enhance Economic Vibrancy



Example of an advisory bike lane.

Source: Rural Design Guide



Bicycle & Pedestrian Connection to Nehalem State Park

PROJECT M10

CATEGORY

New Bicycle & Pedestrian Connection

COST

\$1,500,000

TIMELINE



Long-Term

PROJECT LOCATION

Dorcas Lane to UGB

PROJECT DESCRIPTION

Creating a connection from Manzanita to Nehalem Bay State Park for people who choose not to drive was identified as a key outcome from this TSP desired by many community members. This project would create a new connection for people walking and bicycling along Classic Street, a highly-traveled road, often used by large vehicles that make people walking and bicycling feel unsafe. While additional analysis would be required to identify the appropriate cross-section and alignment, this project would create a shared use path parallel to Classic Street and include reconstruction of Classic Street within the UGB.

GOALS THIS PROJECT ADVANCES



Enhance Quality of Life



Create Safe Connections



Plan for the Future



Support Fiscal Responsibility

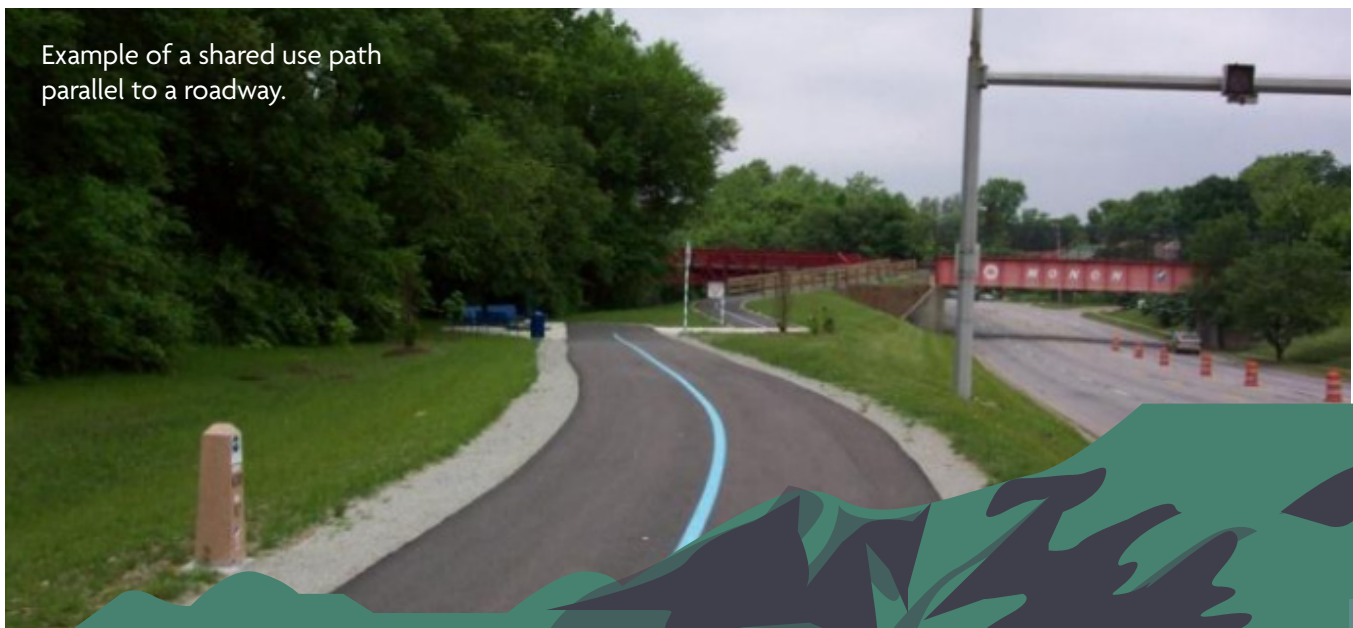


Manage Access



Enhance Economic Vibrancy

Example of a shared use path parallel to a roadway.



Source: Purdue.edu

Complete Trail Connections

PROJECT M11

CATEGORY	COST	TIMELINE
New Bicycle and Pedestrian Enhancement	N/A	 Mid-Term

PROJECT LOCATION

Citywide

PROJECT DESCRIPTION

Community members in Manzanita spearheaded development of the City’s Trail Master Plan. This community led effort identified a number of trail connections that could be completed to connect existing facilities in Manzanita and enhance user experience for people walking and bicycling within Manzanita. This project would develop a program to prioritize and fund construction of the identified trails as funding is available.

GOALS THIS PROJECT ADVANCES

					
Enhance Quality of Life	Create Safe Connections	Plan for the Future	Support Fiscal Responsibility	Manage Access	Enhance Economic Vibrancy



CHAPTER 5: FUNDING & IMPLEMENTATION

This chapter presents the forecast for available funding over the 20-year planning horizon for this document along with an overview of how projects identified in the TSP can be implemented over the next 20 years.

Financial Forecast

Historically, revenue for the City's Road Fund has come from franchise and utility agreements, street permit fees, grants, transfers from the general fund, and the motor vehicle tax. **Table 9** presents the annual revenues, expenditures and the 20-year forecast for transportation related funds based on actual revenues and expenditures from FY 2019/2020 and FY 2020/2021.

Table 9 | 20 Year Financial Forecast

LINE ITEMS	ACTUALS		AVERAGE	20-YEAR FORECAST
	FY 19/20	FY 20/21		
REVENUES				
Franchise & Utility Agreements	\$ 83,617	\$ 89,140	\$ 86,379	\$ 1,727,570
Street Permit Fees	\$ 2,000	\$ 4,300	\$ 3,150	\$ 63,000
Motor Vehicle Tax	\$ 41,076	\$ 46,404	\$ 43,740	\$ 874,800
Grants	\$ 5,919	\$ 40,478	\$ 23,199	\$ 463,970
Earned Interest	\$ 5,376	\$ 2,336	\$ 3,856	\$ 77,120
TOTAL	\$ 137,988	\$182,658	\$160,323	\$3,206,460
EXPENDITURES				
Personnel Services	\$ 82,504	\$ 63,409	\$ 72,957	\$ 1,459,130
Materials & Services	\$ 28,895	\$ 44,527	\$ 36,711	\$ 734,220
Transfers to Other Funds	\$ 9,200	\$ 9,200	\$ 9,200	\$ 184,000
TOTAL	\$ 120,599	\$ 117,136	\$ 118,868	\$ 2,377,350
POTENTIALLY AVAILABLE FUNDS (REVENUES-EXPENDITURES)			\$ 41,456	\$ 829,110



As shown in **Table 9**, Manzanita is forecast to have approximately \$41,000 available annually and \$830,000 available of the next 20 years for transportation related projects.

The 20-year forecast, shown in the table above, assumes that revenues and expenditures will not substantially change over the next 20 years. For purposes of this forecast, available cash on hand was not considered under revenues, and one-time costs (capital outlay) were not included under expenditures.

Other Funding Options

System Development Charges

System Development Charges (SDCs) are charges that may be applied to new development within the City. Once in place, these charges may be used to increase the system capacity to accommodate new users. In Oregon, cities may charge SDCs for services including water, transportation, sewer, stormwater, and parks and recreation. If adopted, revenue from SDCs could be used to complete TSP projects that build new transportation facilities, including off-street connections for people walking and biking. Manzanita currently has SDCs for water, storm water, and parks but not for transportation. The City should consider updating its SDCs to include funding for transportation facilities.

Local Gas Taxes

Another local option to supplement funding available for street projects is the local gas tax. At the local level, gas taxes are implemented by levying a business license tax on fuel dealers. This tax is set at a rate of cents per

gallon of fuel sold by the dealer. HB 2001 requires that any proposed gas taxes or increases to existing taxes must be approved through a public vote. A review of current tax rates, available through ODOT, indicates that 35 cities currently have local gas taxes with rates ranging from \$0.015 to \$0.10 per gallon.

Urban Renewal Areas

Urban Renewal Areas (URAs) or Tax Increment Financing (TIF) have been used by communities across the state to fund transportation improvements. Creating a URA is a way to improve poorly developed or under-developed areas using a portion of the revenue generated by property taxes from properties in the URA.

Transportation Utility Fees

Transportation Utility Fees (TUFs) are monthly fees that are collected from residences and business as part of their water/sewer bills. These fees are applied based on the number of trips the land use is likely to generate. Most cities use these funds to supplement funds for road and sidewalk maintenance, but these funds can be used for one time capital improvements. Based on data gathered in 2011, 19 cities in Oregon have adopted this revenue source, the nearest to Nehalem being Bay City. These are typically assessed as a flat fee for residential uses and either size of commercial space or in some cases, the number of trucks. In cities where TUFs are in place, this revenue contributes to between 15 and 20 percent of the revenue in the city's street fund.



Statewide Transportation Improvement Program (STIP)

One funding option for projects of regional significance is the Statewide Transportation Improvement Program (STIP). The STIP is ODOT's capital improvement plan for state and federally funded projects. The STIP is developed by the Oregon Transportation Commission and ODOT in coordination with a wide range of stakeholders and the public. The STIP includes the following investment areas:

- Fix-it programs
- Enhance highway programs
- Safety programs
- Non-Highway programs
- Local government programs
- Other functions

Funding allocated by the STIP is typically directed to regionally important projects that will enhance safety and improve operations at the regional level. Projects included on the Manzanita TSP project list that may be eligible for funding through the STIP are the safety projects on U.S. 101.

The most effective way to secure STIP funding for a project is by seeking support through the Northwest Oregon Area Commission on Transportation (NWACT). The NWACT is chartered by the Oregon Transportation Commission and is focused on addressing transportation issues in Columbia, Clatsop, Tillamook Counties, and portions of Washington County.

Grants

In recent years, Manzanita has received grant funding through ODOT to complete transportation improvements. It is expected that this will continue to be the primary way for Manzanita to fund the projects identified through the TSP process. Grants that may be available to Manzanita are described in more detail below, along with a brief description of the types of projects that may be eligible.

Oregon Community Paths

The Oregon Community Paths program is geared towards helping communities create and maintain connections through shared use paths. Eligible projects include:

- Continuous paths made up of one or more connected segments that are primarily physically separated from the roadway
- Paths that connect two or more communities, with each community no more than 15 miles apart, or traverses a single large community with a path that is 10 miles or longer
- Paths that will serve as a connection point between communities, or is a part of an officially designated walking and bicycling route
- Paths that are endorsed by elected bodies along path alignment

Recreational Trails Program

This federally funded program, which is administered by the Oregon Parks and Recreation Department, provides funds for local agencies to develop, improve, or expand motorized and non-motorized trails and their facilities. Eligible projects for these funds include:

- Construction of new trails
- Major rehabilitation of existing trails
- Development or improvement of trailhead or other support facilities
- Acquisition of land or easements for the purpose of trail development
- Safety and education projects

There are many different funding sources available for recreational trails. A full list of recourses is available on ODOT's [Local Government Funding Overview](#).



Typically, grant submittals for the annual awards are due in November with annual allocations of \$1.6M. The proposed trail between Nehalem and Manzanita is likely to be competitive for this grant.

Small City Allotment

The Small City Allotment program is an annual allocation of state funds to local transportation projects. Under this program, ODOT sets aside \$5M for incorporated cities with a population of 5,000 or less. Funding received through this program may only be used on streets that are inadequate for the capacity they serve or are in a condition that creates a safety hazard for users. Funding under this program is limited to \$250,000 per project and is awarded through a competitive process, with applications typically due in July.

As Manzanita has a population below 5,000 and would be eligible for funding through this program. Funds received from this program could be used on TSP projects that would repair and enhance existing roadways within the city.

Implementation

This TSP sets the vision for Manzanita's transportation system, creates a plan for enhancing the transportation system to better accommodate all modes of travel, and identifies 16 projects, that when implemented, would achieve the goals documented in the TSP.

What this TSP does not do is identify funding for the projects included in the project list. While this TSP identifies high priority projects and timelines for implementation, projects may be implemented in any order when funding is available.

To achieve the vision established identified in this TSP, community members, elected officials, and City staff should use this document as a starting point to advocate for transportation improvements in Manzanita, including applying for grants, to secure funding to advance the projects and ultimately bring Manzanita's transportation vision to fruition.





COUNCIL ORDINANCE No. 23-03

AN ORDINANCE OF THE CITY OF MANZANITA, OREGON, AMENDING GOAL 12 TRANSPORTATION POLICIES, AND GOAL 11 PUBLIC FACILITIES RELATING TO STREET POLICIES OF THE CITY OF MANZANITAS COMPREHENSIVE PLAN, RESCINDING THE DOWNTOWN TRANSPORTATION PLAN AND REPLACING IT WITH VOLUME 2 OF THE NEHALEM BAY TRANSPORTATION SYSTEM PLAN FOR MANZANITA.

WHEREAS, the Planning Commission held a special session to conduct final deliberations and take public comment on the Transportation Systems Plan on July 31, 2023; and

WHEREAS, the Planning Commission has recommended the adoption of the Transportation Systems Plan and Policies to the City Council; and

WHEREAS, the City of Manzanita provided the Department of Land Conservation and Development notice of a Post Adoption Plan Amendment on August 24, 2023 which was at least 35 days in advance of the first hearing as required by state law; and

WHEREAS, the City of Manzanita City Council held a public hearing on October 4, 2023 and received public testimony on the proposed changes; and

WHEREAS, the City Of Manzanita City Council supports the adoption of the proposed Transportation Systems Plan and policies.

Now, Therefore, the City of Manzanita does ordain as follows:

Section 1. The City of Manzanita Downtown Transportation Plan, is hereby rescinded and replaced with the Nehalem Bay Transportation System Plan Volume 2 a copy of which is attached as Exhibit A hereto and by this reference incorporated herein, is hereby adopted and incorporated into and made a part of the City of Manzanita Comprehensive Plan.

Section 2. Transportation Policies stated under Goal 12 of the City of Manzanita Comprehensive Plan are hereby amended to read as follows:

TRANSPORTATION POLICIES:

Transportation planning in Manzanita includes cars and trucks, commercial buses, the senior citizen bus, bicycles and walking. The street system is described in the public facilities section of the plan. ~~In addition, improvements along Highway 101, Classic Street and Laneda Avenue are included in the adopted Downtown Transportation Plan, Section 4. (Amended by Ord. 03-05, passed July 9, 2003)~~ Additional policies concerning the transportation system are:

1. Efforts to reduce speeding on Laneda Avenue should be carried out by the city.

This should take the form of maintaining a low speed (20 MPH), requesting that the City police and Tillamook County Sheriff's Department maintain a high level of enforcement and installing appropriate warning signs. (Amended by Ord.14-02; passed on April 9, 2014)

~~2. Sufficient pavement width should be included on all major streets or roads to accommodate bicycle traffic. Facilities such as bicycle racks should be considered in the city park and downtown area.~~

~~3. The city traffic management plan should be used as a guide for the installation of traffic signs, crosswalks, and other street improvements. The plan should be communicated to the county for their participation on county roads, and should be updated on a regular basis. . In addition, crosswalks and other improvements on Highway 101, Classic Street and Laneda Avenue are included in the adopted Downtown Transportation Plan, Section 4. (Amended by Ord. 03-05, passed July 9, 2003)~~

4.2. Crosswalks in the downtown commercial area should be a high priority for the City. Consideration should be given to the installation of planters or other landscaping devices in conjunction with the crosswalks.

5.3. The City and State shall cooperate to retain the airport at Nehalem Bay State Park. It is the position of the city that the airport should be surfaced, that "T-Hangers" should be installed, and that a caretaker should be stationed at the airport. It is the goal of the City that the facility be improved for existing traffic rather than expanded.

6.4. The City and State shall cooperate to limit the number of accesses onto U.S. Highway 101 to as few as possible. No new access shall be permitted north of Laneda, or in other locations where traffic visibility is limited.

7.5. The City will work with the Oregon Department of Transportation to coordinate plans and projects particularly through the Oregon Transportation Plan and the US Highway 101 Corridor Study. Specifically, the city wishes to have direct input into highway improvement plans on U.S. Highway 101 in the vicinity of the City, and on future uses of the unused highway right-of-way.

8.6. The City discourages property owners from improving street rights-of-way with landscaping, driveways, walkways and similar projects, especially in the vicinity of water, sewer, and storm drainage lines. All parking required by the zoning ordinance must be useable by the property owners, generally not exceeding 10% grade from the street.

7. The City will support equitable access for underserved and vulnerable populations through compliance with ADA standards for new transportation infrastructure improvements and upgrades to existing infrastructure that does not meet ADA standards.

8. The City will support the development of planned regional bicycle and pedestrian trails, including the Salmonberry Trail, Oregon Coast Trail, and Tillamook County Water Trail.

9. The City will support streetscape improvements to improve downtown areas, including, but not limited to, improved landscaping pedestrian scale lighting, benches, bicycle racks, and street trees.

10. The City will support alternative travel modes that reduce vehicle travel between cities, including, but not limited to, regional shuttle services or water taxis.

11. The City should prioritize improvements to non-motorized routes that include pedestrian and bicycle facilities between Nehalem Bay communities.

12. The City should prioritize enhancing pedestrian and bicycle crossings on US 101 that connect businesses and recreational destinations with neighborhoods.

13. The City will support improvements that increase visibility of transportation users in constrained areas, such as hills and blind curves.

14. The City shall prioritize improvements that address known safety issues at locations with fatal or severe injury crashes, crashes involving bicyclists or pedestrian, and vehicles entering and exiting US 101.

15. The City will coordinate with ODOT to implement engineering and traffic calming strategies on US 101 to reduce vehicle speeds and are consistent with ODOT's Highway Design Manual and other local and regional planning efforts.

16. The City should maintain transportation infrastructure so that facilities can withstand extreme weather events and aid in evacuation efforts.

17. The City will support improvements to traffic circulation and access for fire and emergency vehicles.

18. The City shall prioritize cost-effective transportation improvements.

19. The City should seek additional funding sources for transportation improvements, such as, but not limited to, grants, developer contributions, and transportation system charges.

20. The City should support partnerships that maximize the benefit and return on investment for associated costs when prioritizing transportation investments.

21. The City should support improvements that increase local vehicle circulation and encourage local traffic to use local roads.

22. The City should support non-motorized and transit connections from key destinations and the commercial core.

23. The City should prioritize bicycle and pedestrian facilities on arterials and collectors that enhance connections to local destinations.

24. The City should prioritize transportation and land use solutions that support all road-users in the downtown area and to/from residential areas to the downtown core and beach.

Section 3. Street Policies stated under Goal 11 Public Facilities and Services of the City of Manzanita Comprehensive Plan and hereby amended as follows:

PUBLIC FACILITIES AND SERVICES

The demographic trends of North Tillamook County, and increasing costs of mandated regulations, encourages cooperation between communities relative to Public Facilities and Services.

STREET POLICIES

1. The cost of constructing streets in new subdivisions, planned developments, or in rights-of-way where no improved street exists shall be the responsibility of the developer or the adjacent property owners. The City shall share costs in the following way:
 - A. On existing dedicated, but unimproved streets, which are arterials or feeders, the City will pay the difference in pavement width between the existing width and arterial or feeder width. On existing dedicated unimproved or underimproved residential streets, the abutting property owners shall pay all costs of the improvement.
 - B. Substantial improvement of existing street intersections shall be the responsibility of the City.
 - C. There shall be no city participation in bearing the cost of streets in subdivisions or planned developments. Owners wishing to build access to their property on unimproved rights-of-way must adhere to City Street Standards.
2. Asphaltic concrete pavement shall be required for all streets.
3. Storm drainage, as determined by the PWD, shall be required for all street improvements and construction.
4. Street right-of-way which cannot be improved due to steep topography, or other valid reason, should be used for other purposes, such as parks or open space, walking trails or greenbelts.
- ~~5. Street standards for the City of Manzanita are located in the Street Improvement Standards Ordinance and future improvements to intersections along US 101 are identified in the adopted Downtown Transportation Plan, Section 4. (Added by Ord. 03-05, passed July 9, 2003)~~

Read the first time on _____, and moved to second reading by _____ vote of the City Council.

Read the second time and adopted by the City Council on _____.

Signed by the Mayor on _____.

Deb Simmons, Mayor

ATTEST:

Leila Aman, City Manager/Recorder



COUNCIL STAFF REPORT

To: Mayor and City Council

Date Written: September 26, 2023

Reviewed: Leila Aman, City Manager
Souvanny Miller, Miller Nash

From: Leila Aman, City Manager

Subject: Annexation and Zoning Property Following Consent Filed with the City Council by Landowners in Said Area Pursuant to ORS 222.120 and ORS 222.170; Manzanita Transfer Station

ACTION REQUESTED

Application by Tillamook County to annex approximately 2.55 acres into the City limits and establish the Medium Density Residential Zone (R-2) on the newly annexed property.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

The applicant submitted a land use application on July 12, 2023, and included a letter from the Tillamook County Board of Commissioners requesting annexation. A public hearing was held before the Planning Commission on August 21, 2023, whereby the Planning Commission reviewed and approved the annexation application.

ANALYSIS

The City of Manzanita has not adopted Annexation regulations. By default, Oregon Revised Statute Chapter 222 governs the City's actions. The Commission determined the proposal complies with provisions in ORS 222.111 which establish the basis for annexations: the property is within the Urban Growth Boundary, adjacent to the City limits and is capable of being developed for urban uses. It currently operates a transfer station. The area to be annexed is zoned R-2.

Provisions in ORS 222.120 to ORS 222.177 outline the City Council's responsibilities. The Council retains options to reject the request outright; proceed with the request as a quasi-judicial land use application; or send the matter to the public for a vote.

BUDGET IMPACT

None, this is publicly owned property and will not result in additional tax benefit to the city.

WORKLOAD IMPACT

If approved, the city will need to submit the decision to the Secretary of State and amend the City zoning maps. This action must also be coordinated with Tillamook County.

COORDINATION, CONCURRENCE, OR DISSENT

The Planning Commission reviewed the request at their August 21, 2023, meeting and unanimously recommended the City Council approve the request. The City Attorney has

Reviewed the Ordinance. The Tillamook County Board of Commissioners has made this request of the city and has provided consent to annex the property.

STAFF RECOMMENDATION

Staff recommends the City Council conduct a quasi-judicial public hearing on the matter, at which staff will recommend approval of the request to Annex the subject area.

ALTERNATIVES

The City has the option to reject the request, conduct a hearing or hold a public vote on the application.

ATTACHMENTS

1. Consent to Annex Letter
2. Proposed City Council Annexation Ordinance with Exhibits



Tillamook County Board of Commissioners

201 Laurel Avenue, Tillamook, OR 97141

Phone: 503-842-3403

TTY Oregon Relay Service

Erin D. Skaar, Chair

Mary Faith Bell, Vice-Chair

David Yamamoto, Commissioner

July 12, 2023

To: City of Manzanita, Planning Commission & City Council

RE: Annexation of the Remainder of the Manzanita Transfer Station Into the City Limits

Tillamook County owns the real property located at 34995 Necarney City Road in Manzanita, also identified as 3N-10W-29D-2000 and has operated a solid waste disposal site there since at least 1953 when the property was transferred to the county. Following its closure as an open dump site, the site was converted into a transfer station and recycling center, which is currently operated by the Tillamook County Solid Waste Department.

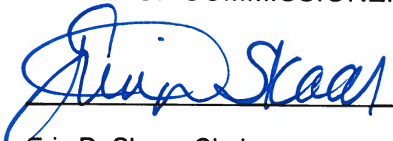
At this time, approximately $\frac{3}{4}$ of the northern portion of the site is included within the city limits of the City of Manzanita, and approximately $\frac{1}{4}$ of the southern portion of the site is within the Urban Growth Boundary of the City of Manzanita. The city limits boundary runs through the area of operations.


We believe that it would benefit all and provide jurisdictional clarity if the area of the site currently located outside the city limits were to be annexed into the city limits.

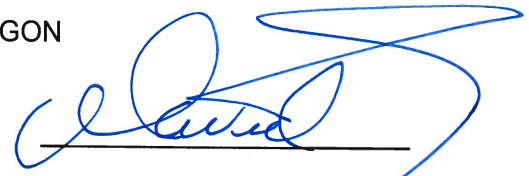
We therefore request that the City of Manzanita approve the annexation of the remainder of this lot into the city limits.

Sincerely,

BOARD OF COMMISSIONERS FOR TILLAMOOK COUNTY, OREGON


Erin D. Skaar, Chair


Mary Faith Bell, Vice-Chair


David Yamamoto, Commissioner



COUNCIL ORDINANCE No. 23-04

AN ORDINANCE OF THE CITY OF MANZANITA, OREGON, ANNEXING AND ZONING PROPERTY FOLLOWING CONSENT FILED WITH THE CITY COUNCIL BY LANDOWNERS IN SAID AREA PURSUANT TO ORS 222.120 AND ORS 222.170; TILLAMOOK COUNTY.

WHEREAS, the City of Manzanita received a submission by written request for annexation of real property to the City of Manzanita, herein described in Exhibit "A"; and

WHEREAS, on August 21, 2023, the Planning Commission for the City of Manzanita conducted a hearing on said application submitted by Tillamook County, making findings recommending annexation of the subject property and establishment of the Medium Density Residential (R-2) zone; and

WHEREAS, after conducting the hearing and considering all objections or remonstrance with reference to the proposed annexation, and further considering the recommendation of the Manzanita Planning Commission, the City Council finds that this annexation is in the best interest of the City and of the contiguous territory.

Now, Therefore, the City of Manzanita does ordain as follows:

Section 1. **Findings.** In addition to the findings referred to above, the City Council further adopts and finds those matters contained in Exhibit "B", which is incorporated herein by this reference as if fully set forth at this point.

Section 2. **Annexation Area.** Based upon the findings contained above and in Exhibit "B", the contiguous territory described in Exhibit "A" and incorporated herein by this reference as if fully set forth at this point is hereby proclaimed to be annexed to the City of Manzanita, and zoned as indicated in accordance with the Manzanita Ordinance 95-4 and assigned the zoning of Medium Density Residential (R-2).

Section 3. **Record.** The City Recorder shall submit to the Oregon Secretary of State a copy of this Ordinance. The City Recorder is further ordered to send a description by metes and bounds, or legal subdivision, and a map depicting the new boundaries of the City of Manzanita within ten (10) days of the effective date of this annexation ordinance to the Tillamook County Assessor, Tillamook County Clerk and the Oregon State Department of Revenue.

Read the first time on _____, and moved to second reading by _____ vote of the City Council.

Read the second time and adopted by the City Council on _____.

Signed by the Mayor on _____.

Deb Simmons, Mayor

ATTEST:

Leila Aman, City Manager/Recorder

EXHIBIT A

MANZANITA TRANSFER STATION ANNEXATION LEGAL DESCRIPTION

A portion of that tract of land described as Parcel 11, Deed Book 138, Page 264 of Tillamook County Deed Records more particularly described as follows:

Beginning at the Northeast Corner of Section 32, Township 3 North, Range 10 West of the Willamette Meridian, said point being marked by a 3" diameter Tillamook County Brass Cap as shown on Rewitness Card #151, Tillamook County Survey Records; thence southerly along the east line of above described Section 32, bearing South 0°07'41" West a distance of 230.13 feet to a 3/4" Iron Rod; thence North

87°54'46" West a distance of 507.87 feet to a 1" Iron Rod, thence North 2°05'14" East to a point on the north line of above described Section 32; thence easterly along the north line of above described Section 32 to the Northeast Corner thereof. Said point being the True Point of Beginning. The above described bearings and distances were derived from Map A-4609, Tillamook County Survey Records.

EXHIBIT B

I. BACKGROUND

- A. APPLICANT: Tillamook County
- B. PROPERTY LOCATION: The property is located at 34995 Necarney City Road in Manzanita. The County Assessor places the property within Township 3 North; Range 10 West; Section 29D; Tax Lot #2000
- C. MAPPED AREA: 9.2 acres.
- D. EXISTING DEVELOPMENT: Transfer Station
- E. ZONING: Special Residential/Recreation Zone (SR-R) – 6.65 acres of Tax Lot 2000; Medium Density Residential (R-2) – 2.55 acres also Tax Lot 2000.
- F. ADJACENT ZONING AND LAND USE: Property to the east is located in Tillamook County and designated R-2. To the North on the same Tax Lot of the proposed area for annexation the land is zoned SR-R. To the West all of the property is zoned SR-R and contains a mix of open space and residential development.
- G. REQUEST: Application to Annex the remaining 2.55 acres of Taxlot 2000 into the City limits of Manzanita.

Findings contained in this Exhibit are limited to the proposed Annexation.

- H. DECISION CRITERIA: The Annexation request is evaluated against the Oregon Revised Statute Chapter 222.

II. ANNEXATION

- A. The applicant wishes to annex approximately 2.55 acres of R-2 designated land. (Please note that the zone for the property has been updated to reflect the correct zoning.) The subject area is located in the south portion of the property identified as part of Tax Lot #2000.
- B. The City development regulations do not include annexation provisions. By default, the City is subject to provisions in Oregon Revised Statutes Chapter 222, Sections 222.111 to 222.177.
- C. ORS 222.111 Authority and procedure for annexation; specifying tax rate in annexed territory. This Section allows the boundaries of any city may be extended by the annexation of territory that is not within a city and that is contiguous to the city or separated from it only by a public right of way or a stream, bay, lake or other body of water. Such territory may lie either wholly or partially within or without the same county in which the city lies. Further, a proposal for annexation of territory to a city may be initiated by the legislative body of the city, on its own motion, or by a petition to the legislative body of the city by owners of real property in the territory to be annexed.
- D. ORS 222.170. Annexation by consent before public hearing. This Section allows for annexation by ordinance after a public hearing, if it receives written consent from (1) a majority of electors living in the territory to be annexed and (2) the owners of more than half the land in the territory to be annexed.

FINDINGS: The property owner, Tillamook County, submitted a request to annex the property. The applicant represents a majority of the electors and owns more than half of the land in the territory proposed to be annexed and has filed a statement of consent to be annexed on or before the date of the public hearing. The subject property (a 2.55 acre portion of Tax Lot 2000) is located within the City's Urban Growth Boundary and adjacent to and contiguous to the City limits). Existing service districts (fire and sanitary sewer) will continue to serve the site. The 2.55 acre portion of the property meets the statutory requirements for annexation.

IV. CONCLUSION

Based on the above findings the Manzanita City Council finds the proposed Annexation is consistent with the relevant provisions in ORS Chapter 222.