

CITY OF MANZANITA

PLANNING COMMISSION MEETING MINUTES January 13, 2025

- I. **CALL MEETING TO ORDER:** Chair Reddick-Yurka called the meeting to order at 4:01 p.m.
- II. **ROLL:** Planning Commission members present were: Karen Reddick-Yurka, Lee Hiltenbrand, Bert Gregory, John Collier, Thomas Christ, Frank Squillo, and Brad Berman. Public Advisory Steering Committee members present were: Linda Kuestner, Patrick Johnston, Constance Burton, Rick Jackson, Mark Adamcin, Brian Sindt, and Jon Reimann. Staff present were: City Manager Leila Aman, Building Official Scott Gebhart, Hatfield Fellow Cody Aucoin; 3rd Party City Planners Scott Fregonese, Violet Brown, Journie Gering, and housing subject matter expert Marcy McInelly.
- III. **AUDIENCE:** There were 6 persons in the audience.
- IV. **PUBLIC COMMENTS:** There was no public comment.
- V. **APPROVAL OF MINUTES: OCTOBER 14, 2024 -** A motion was made by Bert Gregory, seconded by John Collier, to approve October 14, 2024 minutes as submitted. Motion passed unanimously.
- VI. **PLANNING COMMISSION APPOINTMENTS:** Lee Hiltenbrand and Frank Squillo were re-appointed for four (4) year terms. Brad Berman introduced himself as the newly appointed Commissioner, to serve a four (4) year term as well.
- VII. **ELECTION OF OFFICERS:** Karen Reddick-Yurka offered to continue as Chair. Frank Squillo offered to continue as Vice Chair.

A motion was made by Thomas Christ, seconded by John Collier, to retain Karen Reddick-Yurka as the Planning Commission Chair. A motion was made by John Collier, seconded by Bert Gregory, to retain Frank Squillo as the Vice Chair. Motions passed unanimously.

DISCUSSION

VIII. UPDATE ON THE COMPREHENSIVE PLAN AND HOUSING ORDINANCE UPDATE PROJECT

Planning
Commission

- A. INTRODUCTION -** City Manager Leila Aman explained that the Public Advisory Steering Committee (PASC) attending the Planning Commission meeting as their PASC meeting was cancelled in December due to a power outage in and around the City of Manzanita. A follow-up meeting will be scheduled for the PASC in February.
- B. PRESENTATION -** Third party city planner Scott Fregonese presented the project overview and first Community Summit results. Scott reiterated that PASC members were invited to the meeting as the housing code work needs to be adopted by the end of June, and this scheduling decision would keep the project on schedule. Henceforth, Planning Commission will focus on the housing code updates, while the PASC will focus on the Comprehensive Plan update and the vision statement. Thus far, the project is on schedule. Scott listed the project-accomplishments thus far, introduced phase 2 of the Comprehensive Plan update, and reminded attendees that the phasing was edited, moving the coastal chapters (related to Oregon’s Statewide Planning Goals 17, 18, and 19) to phase 2 because the Department of Land Conservation and Development (DLCD) had additional funding and assistance to help with this portion now. Third party city planner Violet Brown presented the resources and data sources for the Comprehensive Plan chapters, then Scott continued debriefing the Community Summit results, displaying the digitized maps from the Community Summit mapping activity and their commonalities. General comments and questions followed (see below).

Housing subject matter expert Marcy McInelly presented the Middle Housing code concepts. Marcy reiterated the “have to dos,” which include: ADUs, Row/Townhouses, Cottage Clusters, and Plexes (i.e., duplex, triplex, quadplex), versus the “want to dos:” Narrow Lot houses, Courtyard Apartments, “Woody Walkups,” etc. Marcy then discussed the distinction between nodes and areas of most change (larger forms) versus areas of least change (smaller forms) and provided examples of each. Lastly, five preliminary code concepts and recommendations were provided: (1) Urban transect, (2) Mapping lot sizes, (3) Land use zones and development standards, (4) Land division, and (5) Floor Area Ratio (FAR). General comments and questions followed (see below).

Finally, third party city planner Scott Fregonese provided next steps. The next PASC meeting will be scheduled for February, at which PASC members will review a background report, draft vision, and the agenda for the second Community Summit, to be held late February or early/mid-March.

- C. GENERAL COMMENTS AND QUESTIONS -** Planning Commissioners were encouraged to be at the next Community Summit. Comments were made regarding the “back nine” - the development of a commercial center was proposed in the past and the community was against the proposal. There seems to be a change in community-perspective. There

were comments made about historic segregation occurring through zoning, red-lining, and minimum lot sizes. Comments were made about Affordable and Workforce housing, and that housing prices should accommodate both demographics. There was general agreement that a form-based approach to code-work is preferred, though density still needs to be considered. There was general agreement that parking is going to be an issue.

A comment was made that all current zoning in Manzanita allows duplexes and that there are no single family-only zones. There was also a comment about the importance of the concept of 'small' lot development versus 'narrow' lot development. General comments were made about the character of the City; that it has a small feel and village-like character. A question about the definition of 'form-based' was asked, to which the replies dealt with size, shape, orientation, and character (form), versus the more technical land use and math behind these things. A question about minimum lot sizes was asked - is 2,500 square feet to big? - and that minimums should be reviewed. Historical issues were discussed again, about how development, historically, was form-based, but then became almost entirely single-family, with a PUD being a work-around for more creative developments. A comment was made about how serious handholding will be needed, due to the density and complexity of the content. The public was encouraged to participate throughout the entirety of the process, so that re-explanation doesn't need to occur ad nauseum.

It was mentioned that the Housing Choices Guide Book is available on the DLCD website. City Manager Leila Aman also has extra hard copies at City Hall. Cody Aucoin can be emailed at caucoin@ci.manzanita.or.us if you would like a copy mailed to you or you would like to pick one up from City Hall. Housing subject matter expert Marcy McInnelly will also draft a memo and send it to Planning Commission for their edit, regarding the five preliminary code concepts and recommendations.

- IX. **GENERAL UPDATES:** City Manager Leila Aman informed the Commission that the application for Manzanita Pines will be the focus of February's meeting. Application materials are already posted on the City's website.

X. **ADJOURNMENT:**

A motion was made by Frank Squillo to adjourn. Chair Reddick-Yurka adjourned the meeting at 5:41 p.m.

MINUTES
APPROVED THIS
10TH DAY OF
FEBRUARY 2025

Karen Reddick-Yurka, Chair

ATTEST:

Leila Aman, City Manager/Recorder

