

Date 30 May 2025
Subject Manzanita Draft Code Amendments
To Karen Reddick-Yurka, Chair, and Planning Commission members; Leila Aman, City Manager, City of Manzanita
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MANZANITA MIDDLE HOUSING CODE & COMPREHENSIVE PLAN AMENDMENTS

Planning Commission Work Session – 06/02

Manzanita Middle Housing Code Amendments

Monday is the fourth and final Planning Commission work session. The next step in the adoption process will be public hearings. To meet the state grant timeline the middle housing amendments must be “adoption-ready” by mid-June.

These amendments have been almost a year in the making. You have worked diligently and thoughtfully and put in a substantial amount of time to get the amendments ready. Amendments are required by the state, but rather than resist the mandate you embraced it, and responded with a positive, forward-thinking approach that accommodates Manzanita’s unique context and conditions. Compared with other projects completed in the years since HB 2001 was adopted, what you’ve achieved is unusual.

Thanks to the concurrent Comprehensive Plan project we have been able to conduct extensive public engagement about middle housing in Manzanita: Several Comprehensive Plan committee (PASC) meetings, a Housing Preferences Survey, interviews, stakeholder surveys, a Community Open House, six Planning Commission work sessions, and a briefing with City Council. The extensive community input shows in the final product.

This memo summarizes the status of proposed amendments, identifies where we have reached agreement and where we still need some discussion. Throughout this memo I have distinguished between the mandatory state-required measures and those that you are electing to move forward with by choice. This memo also flags issues that may not be resolved by this project’s deadline but should be resolved during the Comprehensive Plan project and acted on during Comprehensive Plan implementation. They are beyond the scope of this project, and they will benefit from the continuing community engagement of the Comprehensive Plan project.

You have accomplished a lot and it’s been a joy to work with you.

Summary of Amendments

95-4 Zoning Ordinance

1. INTRODUCTORY PROVISIONS

Below is a listing of each section of the zoning ordinance (in order of appearance in 95-4), followed by a summary of the amendments and any follow up discussion or action needed.

Section 1.030 Definitions

Summary of amendments:

- List and define all required housing types;
- List and define new features that are integral to required housing types (common courtyard, applicable to cottages cluster);
- Other miscellaneous language changes to conform to state landlord-tenant law and manufactured home terminology;
- Specify how building height is measured;
- Define a building story;
- Define "side yard height plane" which will apply to the shape of buildings along the side yard, see page 3, and
- Rename "Dwelling, multi-family" "Dwelling, multi-unit," and
- Redefine "Dwelling, multi-unit" from three units to five or more to distinguish from middle housing which is defined as up to four units.

The majority of these amendments are mandatory to comply with state housing rules. Exceptions are 1) the inclusion of a "want to do" housing type (courtyard apartments), and the allowance for multi-unit dwellings in residential zones.

Courtyard apartments are defined in the same way as cottage clusters except they are allowed to be attached on their sides. Multi-unit dwellings are not a new housing type, but they are proposed to be permitted in all three of the MH zones. They will be subject to the same setback, height and form based development standards as all other housing types see page 3.

Action or discussion – none.

2. BASIC PROVISIONS

Section 2.020 Classification of Zones and Section 2.030 Location of Zones

Summary of amendments:

- Consolidate the number of residential zones from five to three;
- Represent land uses and development standards in table format, and
- Incorporate new maps.

Reducing the zones from five to three and representing numerical standards in a new tabular format will ease administration. For example, land use listings, conditional use provisions, and development standards are the same for zones R-3, R-4, and RMD so these are contained within one section instead of three.

Action or discussion – none.

3. USE ZONES

Sections 3.010 Medium Density Residential Zone; R-2, Section 3.020 High Density Residential Zone, R-3; Section 3.025 High Density Residential/Limited Commercial Zone, R-4; Section 3.030 Special Residential/Recreational Zone, SR-R, and Section 3.060 Residential Manufactured Dwelling, RMD

Summary of amendments:

- Explicitly list and permit required housing types in land use tables;
- List the desired (“want to do”) housing types in land use tables; these are courtyard apartments and multi-unit dwellings;
- Ensure that development standards permit required and desired housing types, and
- Ensure multi-unit dwellings are subject to the same form based development standards as other housing types.
- New or modified development standards:
 - Permit a smaller minimum lot size: 1,250 (mandatory);
 - Permit a 10-foot front yard setback for a porch (allow porches to encroach into the 20-foot setback);
 - “Side yard height plane” modifications:
 - Maintain the current side yard setback on the front half of the lot;

- Modify the current side yard setback which applies to the rear half of lots along the side; it is more restrictive than what exists today;
- Establish a residential Floor Area Ratio (FAR) for residential uses (one does not exist today);
- Establish a maximum cap on square footage for the first dwelling unit of 3,000 square feet for the first dwelling unit, with a give-back for additional dwelling units, up to the maximum FAR allowed for the lot, which will increase based on lot size;
- Maintain current height limit of 28.5 feet, and
- Maintain current rear yard setback of 5 feet.

New and modified development standards are the result of multiple Planning Commission work sessions. Refinement of the current side yard setback ("side yard height plane") constitutes some of the new form based shaping standards to manage the possibility that there may be middle housing development in the backyards of lots.

Action or discussion – none.

Section 3.040 Commercial Zone, C-1 and Section 3.050 Limited Commercial Zone, LC

Summary of amendments:

- List and permit required housing types.

This is a mandatory amendment, as middle housing types are required to be permitted within mixed use (residential-commercial) zones as well as residential zones.

Action or discussion – none.

4. SUPPLEMENTAL PROVISIONS

Section 4.080 Off-Street Parking and Off-Street Loading Requirements and Section 4.090 Off-Street Parking Requirements

Summary of amendments:

- Reduce parking requirements to one per dwelling (mandatory);
- Reduce parking requirements for triplex and quadplexes (mandatory);

- Eliminate parking requirement for dwellings under 500 square feet and Accessory Dwelling Units (ADUs);
- Allow shared parking arrangements;
- Strike current requirement for parking to be located “on the same lot with the dwelling;”
- On-site parking standards. Establish standards for on-site parking approaches (“parking zone” or zones) which:
 - Allow multiple lots to share driveways;
 - Limit driveway widths to no more than ten feet;
 - Permit driveways to be located 3 feet from side property line, and
 - In addition to a driveway, permit a single parking space adjacent to the front property line in a parallel, head-in, or diagonal parking configuration (“parking pocket”) along with a minimum landscaping requirement to buffer parking pockets from driveways.
- On-street parking options:
 - Permit required parking spaces to be located on-street instead of on-site, and
 - Customize on-street parking approaches.

Reducing parking spaces has been discussed at multiple Planning Commission work sessions, both those that are mandatory and those that are optional, therefore the reductions listed above represent agreement.

Action or discussion:

- On-site parking standards (parking zone(s)) have not received enough discussion so will be a focus of the next work session.
- Briefly discuss on-street parking options. Recommendation: Because on-street parking options are not mandatory for state middle housing compliance, and they involve improvements to street right of way public works and street standards, discuss postponing action to Comprehensive Plan implementation phase.

Section 4.160 Middle Housing Supplemental Provisions

Summary of amendments:

- This is a new section consisting of clear and objective design standards for all housing. New standards:
 - Promote attention to detail, human-scale and pedestrian-oriented design, while affording flexibility to use a variety of architectural styles;
 - Establish a minimum level of design and will be required on every dwelling;
 - Apply to one-plexes, duplexes, triplexes, quadplexes, townhouses, cottage clusters, courtyard apartments, and multi-unit dwellings, and
 - Establish a minimum level of design and will be required on every dwelling.

There has been some discussion of these standards in past work sessions, and they have continued to evolve in response to comments.

Action or discussion – The most current version will be a focus of the next work session. We will discuss whether action on some aspects need to be postponed to the Comprehensive Plan implementation phase.

95-5 Land Division Ordinance

Summary of amendments:

- Proposed language replaces the current subdivision ordinance language;
- Is intended to allow for lots and tracts arrangements such as shared driveways, partial or full alleys, internal or flag lots, and
- Is organized to process land divisions.
- Ordinance 95-4 establishes the standards for tracts and lots, such as minimum dimensions.

This document has been included in each work session packet to date.

Action or discussion –The city attorney has reviewed and commented on this document as has staff from Oregon DLCD and HAPO (Housing Accountability and Production Office). We will briefly discuss their comments and the updated version at the next work session.