



CITY OF MANZANITA

655 Manzanita Ave - Manzanita, Oregon 97130
P.O. Box 129, Manzanita, OR 97130-0129
Phone (503) 812-2514 | TTY Dial 711
ci.manzanita.or.us

COUNCIL REGULAR SESSION

Manzanita City Hall
<https://ci.manzanita.or.us>

AGENDA

September 3, 2025
06:00 PM Pacific Time

Council will hold this meeting at the Manzanita City Hall: 655 Manzanita Ave

Video Information: The public may watch live on the

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

or by joining via Zoom:

<https://us02web.zoom.us/j/83574508657?pwd=X8iuKtV9kL6Wfo6J4zH0n5lbT9Uz4T.1>

Meeting ID: 835 7450 8657 Passcode: 765575

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

- a. August 05, 2025, Public Forum
- b. August 06, 2025, Regular Session
- c. August 12, 2025, Work Session

B. Approval of Bills

4. INFORMATION

- A.** City Manager Report
Leila Aman, City Manager
- B.** Comprehensive Plan Advisory Steering Committee (PASC)
Presentation of Draft Vision
Linda Kuestner, PASC Chair

5. OLD BUSINESS

- A.** Moratorium on View Grading for Dunes Renewal
Leila Aman, City Manager
- B.** Project Close-Out Report on the Construction of New City Hall
Leila Aman, City Manager

6. NEW BUSINESS

- A.** Event Permit - Muttzanita
Leila Aman, City Manager
- B.** Planning Commission Appointment Process and Criteria
Kathryn Stock, Mayor
- C.** Amendment to Ordinance 05-02 Creating an Exception for Off
Leash Areas – Ordinance 25-03 1st Reading
Erik Harth, Chief of Police

7. COUNCIL UPDATES

8. ADJOURN (7:45)

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 503-812-2514. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the ci.manzanita.or.us/broadcast.



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MEMORANDUM

To: City Council

Date Written: August 29, 2025

From: Leila Aman, City Manager

Subject: **September 3, 2025, City Council Regular Session**

4. INFORMATION

B. COMPREHENSIVE PLAN PUBLIC ADVISORY STEERING COMMITTEE (PASC) PRESENTATION OF DRAFT VISION STATEMENT

PASC Chair Linda Kuestner will present the draft vision statement created to guide the Comprehensive Plan Update. The Vision was created using input from the community gathered through Town Hall meetings, interviews by members of the PASC and survey input received from the community. The Vision has been reviewed by the PASC and a survey was conducted to gather input from the community on the Vision. Kuestner will review the purpose of the Vision, how it was created, survey results and next steps.

5. OLD BUSINESS

A. MORATORIUM ON VIEW GRADING FOR DUNES - RENEWAL

Council is asked to make a motion to adopt findings to extend the Moratorium for six months from its current expiration date of September 5, 2025, to continue in effect until March 3, 2026, unless revoked by the City Council or extended in accordance with ORS 197.520(4). (Please note that the previous findings included a scrivener's error whereby the expiration date was indicated as September 1, 2025 when in fact it should have been September 5, 2025, representing 6 months from date of the last approval.) While the Moratorium is in effect, the City shall not consider or approve any permit for view grading as defined in the Manzanita Zoning Ordinance 95-4, Section 3.085.6. This is for the purpose of continuing to make progress toward updating the Comprehensive Plan including Goal 18 that addresses view grading. (see attached Findings in the Council Packet)

B. PROJECT CLOSE OUT REPORT ON THE CONSTRUCTION OF NEW CITY HALL

Staff will provide an overview of the final close out of New City Hall.

6. NEW BUSINESS

A. EVENT PERMIT - MUTTZANITA

Council is asked to approve an Event Permit for Muttzanita. Applicant, Meghan Ruona has requested to hold a public event on City Right of Way / Property adjacent to the Visitor Center. This will include the temporary closure of 1st Street for a silent auction and food cart, and a short temporary closure of Laneda for the Dog Parade. Staff have reviewed the permit and recommend approval. Food Cart is subject to obtaining a permit from the Tillamook County Health Department.

B. PLANNING COMMISSION APPOINTMENT PROCESS AND CRITERIA

Planning Commissioner Bery Gregory was appointed for a limited term to fill a vacated position on the Commission. His terms ends at the end of 2025. Council is asked to appoint a member of the City Council to participate in the appointment selection process. Additionally Council is asked to review, and either amend or approve the criteria for the selection process which was approved by City Council in October 2024. The criteria is listed below:

- A balanced group of people representing people who live and/or own property in Manzanita City Limits or Urban Growth Boundary.
- Has read the Comprehensive Plan and possesses an understanding of basic land use issues/principles.
- Can objectively weigh and balance complex issues and rely on the Comprehensive Plan and Ordinance for decision making. (e.g., does not let personal opinion bias objective analysis of a land use issue).
- Has limited, if any, potential conflicts of interest.
- [NEW 2024] Applicant demonstrates ability to listen and communicate effectively in a group setting.

- [NEW 2024] Applicant confirms they have read Chapter 9 - Ethics, Decorum, Outside Statements of the City of Manzanita Rules of Procedure for City Council Meetings.

C. AMENDMENT TO ORDINANCE 05-02 CREATING AN EXCEPTION FOR OFF LEASH AREAS – 1ST READING

Council is asked to conduct a first reading of an amendment to Ordinance 05-02 that will create an exception to allow for off leash areas in areas designated by the city. If approved, the city will sign and permit dogs to be off leash on the unimproved portion of Underhill Plaza.



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CITY COUNCIL PUBLIC FORUM AUGUST 5, 2025

1. CALL MEETING TO ORDER: The meeting was called to order on August 5, 2025, at 4:00pm at the Manzanita City Hall by Council by Mayor Kathryn Stock.

ROLL: Members present: Kathryn Stock, Linda Kozlowski, Jerry Spegman, Brad Hart, and Tom Campbell. Staff present: City Manager Leila Aman. Panelist: Marcy McInelly with Urbsworks, Tillamook County Commissioner Erin Skaar, and Tillamook County Community Development Director Sarah Absher.

2. PUBLIC FORUM ON PROPOSED HOUSING AMENDMENTS:

Mayor Kathryn Stock spoke about the middle housing ordinance amendments that obligate all cities within Tillamook County to enforce Oregon large cities' middle housing model code. She specified that some amendments are mandated by state law, and some are the city's options. She explained the public forum format and encouraged the community to ask questions and provide comments about the proposed housing ordinance amendments. Attendees voiced concerns and asked questions from the council, city manager, and the panelists.

3. ADJOURN: Mayor Stock adjourned the meeting at 6:18pm.

**MINUTES APPROVED THIS
3rd Day of September, 2025**

Kathryn Stock, Mayor

Attest:

Leila Aman, City Manager



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CITY COUNCIL REGULAR SESSION AUGUST 6, 2025

1. CALL TO ORDER: The meeting was called to order on August 6, 2025, at 6:03pm at the Manzanita City Hall by Council by Mayor Kathryn Stock.

Roll: Council members present: Kathryn Stock, Linda Kozlowski, Jerry Spegman, Brad Hart, and Tom Campbell. Staff present: City Manager Leila Aman, Development Services Manager Scott Gebhart, Short Term Rental Manager Chris Bird, Planning and Permit Tech Jeremy Von Seggern, Police Sergeant Mike Sims, Police Officer John Garcia, and Assistant City Recorder Nancy Jones. Staff present via Zoom: Accounting Manager Nina Crist. Panelist's present: Tillamook County Housing Commission Mark Kuestner, Executive Director of Tillamook Coast Visitors Association Nan Devlin, and Nancy Anderson.

2. AUDIENCE PARTICIPATION: There were 11 people in attendance, 6 attended via zoom, 26 attended via website. There were no public comments.

3. CONSENT AGENDA:

A. APPROVAL OF MINUTES –

- a. July 09, 2025, Regular Session
- b. July 16, 2025, Work Session
- c. July 22, 2025, Special Session

B. APPROVAL OF BILLS FOR PAYMENT

A motion was made by Kozlowski, seconded by Campbell, to approve the consent agenda that included approval of the July 09, 2025, Regular Session Minutes; July 16, 2025, Work Session Minutes; July 22, 2025, Special 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 reported that the city is moving forward with the municipal code work.

-Aman communicated that a notice to proceed was issued on the Classic Street Project and said that the city is currently working through value engineering with a goal to reduce the cost.

-Development Service Manager Scott Gebhart introduced city employee Chris Bird and said he was hired three years ago as the Planning and Permit Tech and said that his position has recently changed to Short-Term Rental Manager. Gebhart also introduced Jeremy Von Seggern, who was recently hired as the new Planning and Permit Tech and said he will be going to school to be a certified inspector.

B. Tillamook County Housing Commission Update – Tillamook County Housing Commission Mark Kuestner

Tillamook County Housing Commission Mark Kuestner said that the commission began six years ago and is composed of fifteen volunteer members. He communicated that the group encourages affordable housing and said their mission is to collaboratively advocate for obtainable and equitable solutions that impact Tillamook counties greatest housing needs. He indicated how they are funded and spoke about grants that the commission has issued. He explained area median income and announced that the housing needs analysis will be released tomorrow. The commission meets on the first Thursday of every month at 9am. For more information visit the Tillamook County Housing Commission website.

5. OLD BUSINESS:

A. Wayfinding Update and Next Steps – Executive Director of Tillamook Coast Visitors Association Nan Devlin

Executive Director of Tillamook Coast Visitors Association Nan Devlin spoke about the history of the wayfinding program and explained identity, directional, and interpretive signs. She specified sign information, sign design, and spoke about placement. She stated that the main entry sign will be replaced with a replica of the original and made with more durable materials that will have a minimum twenty-year life span. She spoke about the funding source for the signs and said that TCVA will be paying for them. It is planned to present council with design intent drawings toward end of this year.

B. Housing Ordinance Update – Mayor Kathryn Stock

Mayor Kathryn Stock spoke about the middle housing ordinance amendments and communicated that some amendments are mandated by state law, and some are the city's options. She spoke about the public forum that took place on August 5, 2025, and said the community was encouraged to ask questions and provide comments about the proposed housing ordinance amendments. She spoke about next steps and announced that the housing ordinance will be discussed at the council's work session scheduled for August 12, 2025, at 3pm. She said that council plans to go through each housing recommendation to see what elements they agree on. Once council has reached a consensus, staff will incorporate changes to the ordinance and council will hold a public hearing to adopt the changes.

**C. Planned Unit Development Zoning Map Amendment – Manzanita Lofts
Ordinance 25-01 – City Manager Leila Aman**

City Manager Leila Aman spoke about the Manzanita zoning ordinance and said it is an administrative map amendment. She communicated that when a planned unit development is approved, the zoning map needs to be updated indicating the planned development. The developer for Manzanita Lofts has submitted the updated site plans to ensure it aligns with the final approval.

A motion was made by Kozlowski to accept the Second Reading of Ordinance 25-01 Amending Ordinance 95-03 and Ordinance 95-04 by Adopting a Planned Development Overlay Zone for a Residential Planned Development (Manzanita Lofts) Seconded by Campbell; Motion passed unanimously.

**D. Planned Unit Development Zoning Map Amendment – Manzanita Pines
Ordinance 25-02 – City Manager Leila Aman**

City Manager Leila Aman spoke about the Manzanita zoning ordinance and said it is an administrative map amendment. She communicated that when a planned unit development is approved, the zoning map needs to be updated indicating the planned development. The developer for Manzanita Pines has submitted the updated site plans to ensure it aligns with the final approval.

A motion was made by Hart to accept the Second Reading of Ordinance 25-02 Amending Ordinance 95-03 and Ordinance 95-04 by Adopting a Planned Development Overlay Zone for a Residential Planned Development (Manzanita Pines) Seconded by Kozlowski; Motion passed unanimously.

6. NEW BUSINESS:

A. Event Permit – Block Party – Nancy Anderson

Nancy Anderson spoke about a block party event scheduled for September 14th from 4:00pm to 8:00pm. The permit is needed because they plan to block off North Ave from the west end of address number 95 to the east of address number 119.

A motion was made by Campbell to approve the Block Party Event Permit. Seconded by Kozlowski; Motion passed unanimously.

B. Strategic Planning for City Council – Mayor Kathryn Stock

Mayor Kathryn Stock spoke about the strategic planning that city council will consider this year and shared three areas that will be the focus of discussion in the upcoming months. 1) State of emergency preparedness for the city. 2) Revenue diversification. 3) Capital assets of the city.

7. COUNCIL UPDATES:

Council members took turns sharing information and updates of what they were involved in for the month.

8. INFORMATION AND ADJOURN:

- The Planning Commission will be held August 11, 2025, at 4pm at City Hall.
- Conversations with the city will be on August 29, 2025, from 10:30am to 12:30pm at the Manzanita Library.
- Manzanita Municipal Court will be held August 8, 2025, at 1:30pm and is open to the public.

Mayor Stock adjourned the meeting at 7:39PM.

**MINUTES APPROVED THIS
3rd Day of September, 2025**

Kathryn Stock, Mayor

Attest:

Leila Aman, City Manager



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CITY COUNCIL WORK SESSION AUGUST 12, 2025

1. CALL MEETING TO ORDER: The meeting was called to order on August 12, 2025, at 3:02pm at the Manzanita City Hall by Council by Mayor Kathryn Stock.

ROLL: Members present: Kathryn Stock, Linda Kozlowski, Jerry Spegman, Brad Hart, and Tom Campbell. Staff present: City Manager Leila Aman, and Assistant City Recorder Nancy Jones. Staff present via Zoom: Accounting Manager Nina Crist. Panelist present: Urbsworks Marcy McInelly, Planning Commissioner Bert Gregory, and Planning Commissioner Thomas Christ.

2. Housing Ordinance Amendment Discussion: City Manager Leila Aman and Urbsworks Marcy McInelly Mayor Kathryn Stock spoke about the middle housing ordinance amendments and communicated that some amendments are mandated by state law, and some are the city's options. She led a discussion on city choices with a goal to reach a consensus of council on each item. Planning Commissioners Bert Gregory and Thomas Christ spoke about the planning commission's recommendations and provided explanation of the suggestions. Councilors took turns sharing their current position and asking clarification questions on proposed housing types, parking standards, development standards, supplemental provisions and zoning. During the discussion it was announced that Governor Kotek has recently changed part of the law and some items that were optional to cities are now mandatory by state law. Mayor Stock communicated that the work session scheduled for September 10th should complete the housing discussion and provide direction to staff to update the housing ordinance.

3. Strategic Planning Discussion: Mayor Kathryn Stock
This topic will be discussed at another meeting.

5. Adjourn: Mayor Stock adjourned the meeting at 6:05pm.

**MINUTES APPROVED THIS
3rd Day of September, 2025**

Kathryn Stock, Mayor

Attest:

Leila Aman, City Manager

BILLS FOR APPROVAL OF PAYMENT

From 8/1/25 - 8/31/25

[illegible]

BILLS FOR APPROVAL OF PAYMENT

From 8/1/25 - 8/31/25

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	ROADS	Visitors Center	WATER
HASCO (FUEL)	\$2,812.18		\$1,171.60	\$104.07		\$72.62	\$363.10	\$84.10	\$1,016.69
LARRY BLAKE (MUNICIPAL JUDGE)	\$400.00				\$400.00				
LB BUILDING SERVICES (COMMERICAL INSPECTOR)	\$21,182.22			\$21,182.22					
LCOG (CONSULTANT)	\$837.03			\$837.03					
MANZANITA LUMBER (MATERIALS & SUPPLIES)	\$88.51	\$30.73	\$10.95						\$46.83
MESHER SUPPLY (MATERIALS & SUPPLIES)	\$119.33							\$119.33	
MILLER NASH (CITY ATTORNEY)	\$19,584.75	\$6,682.00					\$5,819.99		\$7,082.76
NC CIVIL DESIGN (CIVIL ENGINEER)	\$6,270.00						\$3,503.02		\$2,766.98
NEHALEM BAY READY MIX (MATERIALS & SUPPLIES)	\$518.00								\$518.00
NBWW (WASTE WATER SERVICE)	\$765.00	\$405.00				\$180.00			\$180.00
NEHALEM LUMBER (MATERIALS & SUPPLIES)	\$66.23	\$66.23							
OLSON ASPHALT (STREET SWEEPING SERVICE)	\$1,150.00						\$1,150.00		
ONE CALL (STATE LOCATE FEES)	\$24.64								\$24.64
ONE ELEVEN (IT SERVICES)	\$4,260.00	\$4,260.00							
ONE ELEVEN (EQUIPMENT)	\$4,953.29	\$4,122.80						\$43.98	\$786.51

BILLS FOR APPROVAL OF PAYMENT

From 8/1/25 - 8/31/25

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	ROADS	Visitors Center	WATER
OR. DEPT REV (FINES & ASSMNTS.)	\$650.00				\$650.00				
PACIFIC ALARM SYSTEMS (ALARM SERVICE)	\$2,627.60	\$1,531.40							\$1,096.20
PACIFIC OFFICE (PPOSTAGE & COPIER)	\$1,098.04	\$1,098.04							
RTI (PHONE SERVICE)	\$807.88	\$309.60						\$224.32	\$273.96
SAM CANNADY (RELEASE OF PERF. BOND GUARANTEE)	\$3,200.00	\$3,200.00							
SOPKO WELDING (WELDER)	\$488.29								\$488.29
STEP FORWARD (MATERIALS & SUPPLIES)	\$374.65							\$374.65	
SWEET SEPTIC (PORTABLE TOILETS)	\$340.00							\$340.00	
TILL. CO. CREAMERY (MTRLS & SUPP.)	\$521.00								\$521.00
TILL. CO. EMERGENCY COM. (TECH SUPPORT & SOFTWARE)	\$555.00		\$555.00						
TILL. CO. PAYABLE (FINES & ASSMNTS.)	\$192.00				\$192.00				
TCVA (VC COORDINATOR.)	\$5,092.96							\$5,092.96	
TPUD (ELECTRICITY)	\$3,718.94	\$220.39				\$116.10	\$692.00	\$129.42	\$2,561.03
US BANK (CITY VISA)	\$6,161.24	\$3,035.05	\$346.64	\$742.00				\$506.71	\$1,530.84
VERIZON (TELEPHONE)	\$1,242.96	\$416.72	\$333.41					\$106.09	\$386.74

BILLS FOR APPROVAL OF PAYMENT

From 8/1/25 - 8/31/25

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	ROADS	Visitors Center	WATER
VIRDIAN ARCHITECTURE (ARCHITECT)	\$3,420.00								\$3,420.00
WALTER NELSON (MTRLS & SUPP.)	\$943.56							\$943.56	
WALTER WENDOLOWSKI (CITY PLANNER)	\$425.00	\$425.00							
WINDSOR (CIVIL ENGINEER)	\$67,426.56						\$43,233.91		\$24,192.65
TOTALS	\$211,639.99	\$45,589.57	\$2,889.34	\$22,865.32	\$2,908.35	\$368.72	\$55,012.69	\$7,965.12	\$74,040.88



Creating a Vision for Manzanita

What is a Vision?

A vision reflects how residents, business owners, stakeholders, and visitors think Manzanita should change and grow over the horizon of 20 years. It is an opportunity to understand Manzanita's shared aspirations to guide the city into the future. The Manzanita Vision reflects input from community members who shared their ideas, hopes, and dreams about what they value in Manzanita and what they want for its future. The feedback gathered from a broad cross section of community members revealed that people have similar aspirations for Manzanita's future. The vision provides a summary of that proposed future and will help guide the goals and policies in the comprehensive plan. Goals and policies included in the Comprehensive Plan will influence decision-making processes and shape Manzanita's future. This document provides background on what a vision is, and how it was created.

The Role of the Vision in the Comprehensive Plan Process

The first step in the Comprehensive Plan process is to create a Community Vision that reflects how the city should grow over the next 20 years. The Manzanita Vision was developed through an inclusive, collaborative process that allowed community members to come together and share their ideas about the future. An enduring vision for Manzanita must resonate in the hearts and minds of its residents. It must embody the collective civic values and ideals drawn directly from individuals.

In developing the Vision, the project team engaged with community members over the last few years, dating back to several Town Hall sessions and surveys held over the summer of 2022. Transparency and communication are vital to trust-building and ensuring that the community is involved in every step of the way. The community is essential in crafting the vision that will in-turn inform and inspire goals and policies within the Comprehensive Plan.

For the Comprehensive Plan Update, a Project Advisory Steering Committee (PASC) was formed. The PASC consists of community members who review and guide engagement efforts within the planning process. Throughout the project the PASC has performed stakeholder interviews, led community conversations, and developed surveys.

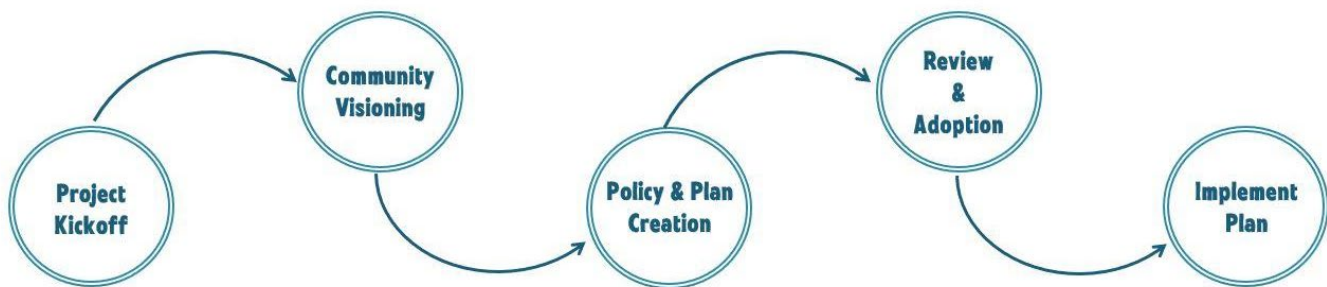
Community Summits, informational flyers at public events and a project website provide information to assure citizens have access to the most current news. Information gathered from these engagement efforts have directly informed and impacted the Vision.

Three Components of the Comprehensive Plan Process

There are three connected components of the Comprehensive Plan Process:

1. **The Vision:** A concept for the future that focuses on the core values and goals of a community and serves as an overarching guide for the plan over the next 20 years.
2. **The Comprehensive Plan:** A key planning document to guide land use, development, and growth within Manzanita. It covers a 20-year horizon, and guides development to align with the goals and needs of the community.
3. **Implementation Plan:** Action items that are focused on targeted areas or city initiatives with timeframes and articulated responsibilities to implement the Comprehensive Plan policies and realize the Vision. An example of an action item would be to update the zoning ordinance as needed to ensure availability of diverse housing types or to create an action to develop an inventory of federal, state, and local funding opportunities to support affordable housing development.

In short, the Vision sets the stage for the Comprehensive Plan; the Comprehensive Plan sets the stage for the Implementation Plan which establishes actions and programs that implement the Comprehensive Plan Policies and ultimately achieve the Vision. The Vision is therefore an essential touchstone and guide for future of the City.



City of Manzanita Vision

By the year 2045 the City of Manzanita has:

1. **Strong community support:** Manzanita fosters a vibrant, inclusive community where every voice can be heard. Through transparent and active collaboration, we aim to create a city where individuals of all backgrounds, identities, and perspectives can contribute to shaping the future. We are committed to cultivating community involvement by ensuring that civic activities are accessible, equitable, and driven by mutual respect and shared progress to build a more connected and welcoming community.

"In the 45 years I have visited and lived in or near Manzanita, I have been always aware of and attracted to this city's unique mix of natural beauty, the continually improving civic infrastructure (public safety, utilities, pool, library, art center, market, entertainment, shopping)' and tangible sense of community of these people who chose to live on the continent's edge' and like living here. I also find it valuable to live in a town that is a place one goes to, not through."

2. **Housing for all:** Manzanita offers a diverse range of housing options for all residents. Whether a cozy apartment, a single-family home, or a spacious townhome, Manzanita includes choices that accommodate various lifestyles and needs. Our diverse housing options cater to the unique needs and preferences at each stage of life, creating a mixture of options that reflects the richness of our community.

"So many are unable to afford to live here, so many eke out a living unable to save for the future as the current cost of living is so high. And the area needs to provide affordable housing for young families, with children, with both parents working, who need affordable childcare. One solution some communities have adopted is multi-generational housing developments."

3. **Vibrant economy:** Manzanita thrives as a tourism economy, celebrating its economic vitality that is combined with a small-town atmosphere. Downtown Manzanita, along Highway 101 and Laneda Avenue, honors its history and community ties. Small businesses comprise the economic core of restaurants, retail, realtors and grocery stores so that locals and visitors can find all that they need within the city. Local businesses flourish, offering job opportunities and contributing to economic resilience.

"A strong sense of community, welcoming to visitors but with a lived-in feeling that visitors aspire to. The local businesses add a lot to the character that bring people back year after year, as does the slow pace and relaxed access to the beautiful beach. We appreciate being tucked away, with close access to the exciting developments with retail and restaurants in Nehalem. The dedication to creative and literary pursuits is a big draw, with the library, Hoffman, and Cloud & Leaf being large beacons of a creative and natural spirit to the place."

4. **Natural environment and recreation:** Our identity as a coastal gem is deeply rooted in the stunning natural environment, where vibrant city life harmonizes with the beauty of nature. Manzanita celebrates our pristine beaches and breathtaking outdoor spaces that define us. The spirit of the coast meets the warmth of a close-knit community with endless opportunities. Our commitment to clean, well-maintained spaces reflects our dedication to environmental

sustainability and a high quality of life. Manzanita is more than a place; it's a lifestyle, reflected in a thriving community that works for a brighter tomorrow. Our community will foster easy access to the coast while actively preserving our natural areas, dunes, and green spaces, assuring that the beauty of Manzanita's landscapes are maintained for future generations. Nearby state parks and recreational centers provide a continuation of fun and scenic possibilities.

"The physical location on the Oregon coast between Neahkahnie Mountain and the mouth of the Nehalem River provides access to ocean, beaches, headlands, river, wetlands, and forested landscapes. Manz has a small town main street feel since Highway 101 is not the center of town."

5. **Small town feel and diverse neighborhoods:** The City of Manzanita fosters a sense of inclusion, where families, young professionals, and retirees can all find a place to call home. While each neighborhood has its own character, all strive to protect the local tree canopy and provide access to the natural environment. There is a strong sense of community stewardship as full-time residents, second-home owners, short-term renters, and day-trippers all intermingle in Manzanita's neighborhoods. Our city provides more than just housing. It is a welcoming, diverse community where everyone can thrive.

"Preserve the local residential community. Quiet, dark-sky community. Community building gatherings like the Farmers Market. Support for small locally-owned businesses that don't just cater to visitors. Above all protect and preserve our natural spaces and ecology."

6. **Transportation options:** Manzanita is a walkable community that encourages exploration and connection, residents and visitors can access outdoor spaces and nature easily through multiple modes of transportation. Pedestrian and bicycling opportunities are prioritized by creating safe streets, trails, and walkways. Parking and accessibility options are carefully planned throughout the city. Manzanita's investments in transportation reflect these aspirations. The city's core offers a lively hub that blends seamlessly with the town's quiet residential streets. This sense of accessibility extends beyond leisure, with quality transportation options ensuring convenient commutes and strong connectivity between Manzanita and neighboring communities.

"Infrastructure to keep the greater Manzanita area livable and pedestrian-friendly as housing development and growth continues."



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To: Mayor and City Council

Date Written: August 25, 2025

From: Leila Aman, City Manager

Subject: DUNE GRADING MORATORIUM FINDINGS PER ORS 197.520 (4)

PROCEDURAL BACKGROUND

On November 9, 2022, the City adopted a Moratorium on view grading as defined in the Manzanita Zoning Ordinance 95-4, Section 3.085.6.

On February 10, 2023, at least 14 days prior to the public hearing to extend the Moratorium for a period of six months, the City provided the Department of Land Conservation and Development (DLCD) written notice that the City Council would be considering an extension of the Moratorium on March 8, 2023. Meg Reed, Ocean Shores Specialist, DLCD, provided the City with a response indicating that the notice was sufficient on February 14, 2023. The City Council approved the extension of the Moratorium for a period of six months expiring on September 9, 2023.

On August 8, 2023, at least 14 days prior to the public hearing to be held to consider the extension of the Moratorium, the City provided written notice to DLCD. This notice was provided via email to Brett Estes, North Coast Regional Representative, DLCD, and Meg Reed, Ocean Shores Specialist, DLCD. Staff was provided with an email response from Mr. Estes on August 8, 2023, indicating receipt of the notice. On September 6, 2023, the City held a public hearing.

On February 12, 2024, at least 14 days prior to the public hearing to be held to consider the extension of the Moratorium, the City provided written notice to DLCD. This notice was provided via email to Brett Estes, North Coast Regional Representative, DLCD, and Meg Reed, Ocean Shores Specialist, DLCD. Staff was provided with an email response from Ms. Reed on February 12, 2024, indicating receipt of the notice. On March 6, 2024, the City held a public hearing.

On August 13, 2024, at least 14 days prior to the public hearing to be held to consider the extension of the Moratorium, the City provided written notice to DLCD. This notice was provided via email to Brett Estes, North Coast Regional Representative, DLCD, and Meg Reed, Ocean Shores Specialist, DLCD. Staff was provided with an email response from Ms. Reed on

August 16, 2024 indicating receipt of the notice. On September 4, 2024, the City held a public hearing.

On February 12, 2025 at least 14 days prior to the public hearing to be held to consider the extension of the Moratorium, the City provided written notice to DLCD. This notice was provided via email to Brett Estes, North Coast Regional Representative, DLCD, and Meg Reed, Ocean Shores Specialist, DLCD. Staff were provided with an email response from Ms. Reed on February 13, 2025 indicating receipt of the notice. On March 5, 2025, the city held a public hearing.

On August 11, 2025 at least 14 days prior to the public hearing to be held to consider the extension of the Moratorium, the City provided written notice to DLCD. This notice was provided via email to Brett Estes, North Coast Regional Representative, DLCD, and Meg Reed, Ocean Shores Specialist, DLCD. Staff were provided with an email response from Ms. Reed on August 11, 2025 indicating receipt of the notice. On September 3, 2025, the city held a public hearing.

PROPOSED SCOPE OF THE EXTENSION

This Moratorium shall be extended for six months from its current expiration date of September 5, 2025, and continue in effect until expiring on March 5, 2026, unless revoked by the City Council or extended in accordance with ORS 197.520(4).

While the Moratorium is in effect, the City shall not consider or approve any permit for view grading as defined in the Manzanita Zoning Ordinance 95-4, Section 3.085.6.

DEFINITIONS

“Affected geographical area” includes all properties within the beaches and dunes overlay zone. This land is “urban or urbanizable land” within the meaning of ORS 197.520.

PROPOSED FINDINGS IN SUPPORT OF THE EXTENSION OF MORATORIUM

Pursuant to ORS 197.520(4), the City of Manzanita finds as follows:

- I. The problem giving rise to the need for the Moratorium still exists, specifically:
 1. The City’s current Foredune Management Plan (“Plan”), reflected in Manzanita Development Code 3.080, is 25 years old, and a number of things have changed since the Plan was adopted. The plan does not reflect the current status of the foredune system or best practices with respect to management. For instance, the amount of sand in the dune system has grown substantially over time. This has made it virtually impossible to grade to the dune profile dimensions specified in the Plan. Additionally, more regulatory agencies have indicated to the City that they need to be more closely

involved in grading activities. For example, disposal of excess sand in the intertidal zone may need to be reviewed and modified, and a separate Corps of Engineers permit may need to be obtained. The Plan also does not take into account today's tidal flooding and erosion conditions.

2. Because the Plan is out of date and does not reflect current conditions or best management practices, allowing view grading under the existing Plan may result in irrevocable public harm as follows:
 - a. Sand being distributed from private property onto the public ocean shore recreation area, or sand being disturbed in the ocean shore recreation area for the benefit of one or a small number of private landowners, despite:
 - i. Minimal to no public need or justification for view grading and,
 - ii. Overwhelming public opposition to recent applications for view-grading projects.
 - b. Negative impacts to the public enjoyment of the dunes during view grading activities.
 - c. Destabilization of the vegetated dunes from unsupported view grading of the dunes which could lead to impacts to both private and public development and infrastructure.
 - d. Unknown impacts on coastal shoreland resources such as razor clam and western snowy plover habitat from sand redistribution.
 - e. Unknown impacts on ocean resources by sand displacement into the intertidal zone from sand redistribution.
 - f. Establishment of additional European beach grass (which is allowed under the existing Plan) in the foredune area, rather than native beach grasses.
 - g. Un-studied impacts on public resources and nearby private properties relating to current and future anticipated seasonal tidal events, flooding and erosion.
3. Based on the foregoing, there is a compelling need for the Moratorium.

II. The City is making reasonable progress to alleviate the problem giving rise to the need for the Moratorium by:

1. The City has hired a consultant to update the Comprehensive Plan including Goal 18 that addresses view grading. The city has also received funding from the Department of Land Conservation and Development to support the update of Goal 18. The City will be holding a public meeting on September 23, 2025, specifically to discuss Goal 18 and to gather feedback that will inform the update of policies, including view grading.

III. The Moratorium shall be extended by a period of six months to allow the City to continue making progress toward updating the Comprehensive Plan.



City of Manzanita Application for Special Event Permit

Date of request: _____, _____

Person making request: _____

Mailing address: _____

Phone number: _____ Cel number: _____

Organization (if applicable): _____

Type of event: _____

Date(s): _____ to _____ Hours: _____ to _____

Location: _____

(check which apply) Public Event: ☐ Private Event: ☐ Charitable: ☐ Profit: ☐

Non-profit: ☐ Public Property Used: ☐ Private Property Used: ☐

Estimated attendance: _____

Police, Fire or Medical support available or needed? Yes: ☐ No: ☐

Restrooms Available: Yes: ☐ No: ☐ Handicap Accessible: Yes: ☐ No: ☐

Alcohol Served/Sold/Consumed: Yes: ☐ No: ☐ Type: _____

Live Entertainment: Yes: ☐ No: ☐ Type: _____

Describe Event Support Staff: _____

Describe Parking Conditions: _____

Briefly Describe Nature of Event (attach map if needed for clarification or if requested)



COUNCIL ORDINANCE No. 25-03

AN ORDINANCE OF THE CITY OF MANZANITA, OREGON, AMENDING ORDINANCE 05-02 TO ALLOW OFF LEASH AREAS FOR DOGS IN SPECIFIC AREAS DESIGNATED BY THE CITY.

WHEREAS, in 2005 the City Council of the City of Manzanita adopted Manzanita Ordinance 05-02 ratifying Tillamook County Ordinance #64 regarding dog control; and

WHEREAS, the City Council of the City of Manzanita desires to allow off leash areas for dogs in specific areas as designated by the city; and

WHEREAS, the undeveloped portion of the Underhill Plaza is regularly used by community members as an off-leash area and the City Council wishes to designate this area as an off leash zone; and

WHEREAS, Ordinance 05-02 ratifying the County Ordinance on Dog Control requires an amendment to allow for exceptions in designated areas to enable the City to designate off leash areas.

Now, Therefore, the City of Manzanita Does Ordain as Follows:

Ordinance 05-02 is amended as follows (~~striketrough~~ represents deletions; underline represents new text)

SECTION 1. Ratification

The City Council hereby ratifies Tillamook County Ordinance No. 64 Prohibiting the Running of Dogs at Large; Providing for the Licensing, Impoundment and Care of Dogs; Providing for the Applicability of this Ordinance within Certain Incorporated Cities; Repealing Prior Enactments and Establishing Penalties for Violations of this Ordinance.

SECTION 2. Exemptions.

Notwithstanding Section 1, the City Council may designate specific areas within the City as off-leash areas for dogs. Such areas shall be clearly posted by the City. Dogs within designated off-leash areas shall not be deemed "running at large" for purposes of this ordinance.

SECTION-2 3: Removal of Animal Waste from Public Areas.

Any person in physical possession and control of any dog on a public place shall remove excrement or other solid waste deposited by the dog in any public area not

designated to receive such waste, including but not limited to streets, sidewalks, parking strips, public parks, and public areas.

SECTION ~~3~~ 4: Penalties.

In addition to any other remedies under law, violation of Section 2 of this Ordinance is punishable upon conviction by a fine not to exceed \$500.

SECTION ~~4~~ 5: Repeal of Prior Ordinances

Manzanita Ordinance No. 87-1 and all other ordinances and orders or parts of ordinances or order, in conflict herewith, are hereby repealed.

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 _____.

Kathryn Stock, Mayor

ATTEST:

Leila Aman, City Manager/Recorder