



CITY OF MANZANITA

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CITY OF MANZANITA PLANNING COMMISSION MEETING MINUTES

April 13, 2026

I. CALL TO ORDER: Chair Frank Squillo called the meeting to order at 4:00 PM in the council chambers.

II. ROLL: Commissioners present: Chair Frank Squillo, John Collier, Brad Berman, Erika Althan-Schmidt, Mark Kuestner, and Carl Vandervoort. Staff present: City Manager Leila Aman, City Planner Scott Fregonese, Permit Technician Jeremy VonSeggern. Applicant representatives present: Jerry Jones for Manzanita Development Group, LLC, Seth Anderson for Sage Architecture, and Jeff Vanderdasson for Vando Development.

III. AUDIENCE: Members of the public attended online and in person

IV. APPROVAL OF MINUTES: The February Planning Commission Meeting Minutes were reviewed. Commissioner Collier moved to approve the minutes as submitted. Commissioner Berman seconded. Motion passed, with abstentions from Commissioners who were not present at the prior meeting.

V. DISCUSSION: Chair Squillo introduced newly appointed Planning Commissioners Erika Althen-Schmidt, Mark Kustner, and Carl, and thanked former Commissioners Lee Hiltbrand, Thomas Christ, and former Chair Karen Reddick-Yurka for their service.

Townhouse Development Standards - Ordinance 95-4 Legislative Amendment. Chair Squillo opened a legislative public hearing to consider amendments to Ordinance 95-4 revising townhouse development standards in the MH-1 middle housing zone. City Manager Aman presented the staff report and explained that the amendment removes the two-unit townhouse limitation in MH-1 and allows up to four townhomes in a townhouse development to comply with Oregon middle housing statutes and administrative rules. Commissioners discussed the MH zoning districts, lot constraints, and continued application of other development standards. There were two public comments made. Commissioner Collier made a motion to pass and seconded by Commissioner Vandervoort to recommend that City Council adopt the proposed amendments. Motion passed.

Annexation Application - Manzanita Development Group, LLC. Chair Squillo opened a quasi-judicial land use hearing for the annexation application to annex property identified as, Map 3N-10W-28 Tax Lot 1401, consisting of approximately 17 acres. Commissioners disclosed no conflicts of interest, bias,

or ex parte contacts. Jerry Jones presented the application as a continuation of the Highlands development within the urban growth boundary. City Planner Fregonese presented the staff report for Annexation 26-012 and Subdivision 26-011 and noted that the hearings would be opened and closed separately. No public testimony was provided. Commissioners discussed the relationship between annexation and subdivision approval, comprehensive plan and transportation planning, open space, pedestrian connectivity, and future development of nearby properties. Commissioner Collier moved to adopt the findings in the staff report and recommend City Council approval of the annexation application. Commissioner Vandervoort seconded. Motion passed unanimously.

Subdivision Application - Highlands Subdivision. Chair Squillo opened a quasi-judicial land use hearing for the subdivision application to create a 70-lot single-family subdivision at the east end of Meadows Drive and Highland Avenue. Commissioners disclosed no conflicts of interest, bias, or ex parte contacts. Staff recommended approval subject to the conditions of approval listed in the staff report. Public testimony was opened, there was one public comment. The applicant responded that the proposal could be understood as phases six through ten of the broader Highlands development and that most prior lots had been sold. Commissioners discussed the draft CC&Rs, middle housing allowances, zoning rules, road standards, emergency access, phasing, open space, pedestrian pathways, vegetation, sewer relocation, trail connections, and future staff review. Commissioner Collier moved to adopt the findings in the staff report and approve the subdivision application. Commissioner Carl seconded. Motion passed unanimously.

VI. PUBLIC COMMENTS: No additional public comments were received.

VII. GENERAL UPDATES: City Manager Aman reported that the draft Comprehensive Plan had been provided to the Public Advisory Steering Committee for review and will be released to the public through a survey process after committee feedback and edits. A joint Planning Commission and City Council meeting is anticipated, followed by Planning Commission hearings likely beginning in July. City Manager Aman also noted that this was her last Planning Commission meeting and discussed the transition process for staff responsibilities.

VIII. ADJOURNMENT: Chair Squillo adjourned the meeting at 5:28 PM.

MINUTES APPROVED THIS ____ DAY OF _____ 2026

X

Frank Squillo
Chair

ATTEST:

X

Leila Aman
City Manager/Recorder