



CITY OF MANZANITA

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CITY OF MANZANITA PLANNING COMMISSION MEETING MINUTES

August 10, 2026

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

II. ROLL: Commissioners present: Chair Frank Squillo, Vice Chair Bert Gregory, Brad Berman, Erica Althans-Schmidt, Mark Kuestner, and Carl Vandervoort. City Planner Scott Fregonese and Permit Technician Jeremy VonSeggern.

III. AUDIENCE: Members of the public attended online and in person. No comments were offered during the general audience-participation period on matters not otherwise listed on the agenda.

IV. APPROVAL OF MINUTES: The July 13, 2026, Planning Commission Meeting Minutes were reviewed. A motion was made and seconded to approve the minutes. Motion passed unanimously.

V. PUBLIC HEARING - STEEPLEJACK VARIANCE, PLANNING FILE 26040: Chair Squillo opened the first public hearing. No commissioner reported a conflict of interest, bias, or ex parte contact. City Planner Fregonese presented the staff report on Steeplejack's request to reduce the required off-street parking from four spaces to two by removing the two front parking spaces. Staff found that the request did not satisfy the variance criteria, including the requirements for exceptional or extraordinary circumstances and a demonstrated hardship, and recommended denial. Staff also noted possible alternatives, including verification of the parcel area and use of qualifying off-site parking under the City's parking provisions. Brady Day, representing Steeplejack, described conflicts between customers waiting near the entrance and vehicles using the front spaces, and discussed constraints on creating additional parking at the rear of the property.

Public Testimony: Testimony included support for removing the front spaces because of perceived safety and maneuvering concerns; concerns from an adjoining property owner regarding the shared driveway/easement, access to the neighboring property, the accuracy of the site plan, and possible added congestion; and questions regarding access to the rear parking area. The Commission and staff discussed the shared driveway, the rear parking configuration, and the need to keep the easement clear.

Commission Deliberation and Action: Commissioners expressed support for small businesses and acknowledged potential pedestrian-safety benefits, but concluded that the variance criteria had not been met. Commissioners discussed possible future alternatives, including relocating a parking space, securing off-site parking. A motion was made and seconded to deny the Steeplejack variance request. Motion passed unanimously.

VI. PUBLIC HEARING - PROPOSED COMPREHENSIVE PLAN: Chair Squillo opened the first Planning Commission hearing on the proposed Comprehensive Plan. One commissioner disclosed prior individual comments to the City and prior comments to the State concerning dune management made before appointment to the Commission, stated that no ex parte communications had occurred since appointment, and stated an ability to participate fairly and impartially. No other disclosures were reported.

Staff Report: City Planner Fregonese reviewed the four-year planning process, Oregon's statewide planning framework, the role of the Comprehensive Plan as a long-range policy guide, the organization of the proposed plan, and the extensive public-engagement process. He reviewed the anticipated adoption schedule, including a continued Planning Commission hearing on September 14, 2026, followed by City Council hearings if the Commission is prepared to make a recommendation.

Commission Discussion and Direction: The Commission provided direction for staff to return with proposed edits and clarifications. Topics included narrowly tailored right-of-way language for emergency-

preparedness facilities and accessibility features; a policy addressing maintenance of public streets and rights-of-way, including unpaved streets; restoration of public-involvement and transparency language; clarification of the dune-management process and related policies; stronger guidance for the commercial core, mixed-use development, and local business vitality; consideration of gateway character and landscaping; improved document navigation and policy numbering; clearer separation of bundled transportation, right-of-way, and parking policies; possible study of a comprehensive parking strategy for the commercial core; street-network and block-connectivity language; and updates or source dates for maps and data. Commissioners were asked to provide additional written comments to staff so a consolidated list of recommended edits could be prepared for the September meeting.

Action: A motion was made and seconded to continue the Comprehensive Plan public hearing to the September Planning Commission meeting. Motion passed unanimously. The continued hearing is scheduled for September 14, 2026.

VII. GENERAL UPDATES: City Planner Fregonese reported that staff is working to arrange Planning Commission training. He also noted upcoming resiliency-related work at City Hall involving a storage facility.

VIII. ADJOURNMENT: The meeting concluded at approximately 6:29 PM.

MINUTES APPROVED THIS ____ DAY OF _____ 2026

X

Frank Squillo
Chair

ATTEST:

X

Nancy Jones
Clerk of the Council, Pro Tem