



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

October 7, 2026

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/88149841856?pwd=QaH0nB8SyabVQSowQ84fFAJ0nMk4rD.1>

Meeting ID: 881 4984 1856 Passcode: 099181

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. September 09, 2026, Regular Session

B. Approval of Bills

4. INFORMATION

- A.** City Manager Report
Dave Waffle, Interim City Manager

5. NEW BUSINESS

- A.** Event Permit – Grand Opening
Michaela Bryant, Oceanfront Inn General Manager
- B.** Planning Commission Committee Appointment and Criteria
Kathryn Stock, Mayor
- C.** Reschedule Work Session for November 11th
Kathryn Stock, Mayor

6. OLD BUSINESS

- A.** Interim City Manager Contract Amendment
Nina Crist, Finance Director
- B.** City Hall Financing Update
Dave Waffle, Interim City Manager
Nina Crist, Finance Director
- C.** Comprehensive Plan Ordinance 26-04 – First Reading Dave
Waffle, Interim City Manager
Scott Fregonese, Contract Planner 3J

7. COUNCIL UPDATES

8. ADJOURN (8:05)

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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CITY COUNCIL REGULAR SESSION September 9, 2026

1. CALL TO ORDER: The meeting was called to order September 9, 2026, at 6:02pm at the Manzanita City Hall by Mayor Kathryn Stock.

Roll: Council members present: Kathryn Stock, Linda Kozlowski, Jerry Spegman, Brad Hart, and Tom Campbell. Staff present: Interim City Manager Dave Waffle, Public Works Director Rick Rempfer, Police Sergeant Mike Sims, Police Officer John Garcia and Assistant City Recorder Nancy Jones. Staff present via zoom: Finance Director Nina Crist. Panelist's present: Nancy Anderson, EVCNB Jo Cooper, and Local Artist Hope Montgomery.

2. AUDIENCE PARTICIPATION: There were 4 people in attendance, 7 attended via zoom, 13 attended via website. There were two public comments.

3. CONSENT AGENDA:

- A. APPROVAL OF MINUTES –
 - a. August 05, 2026, Regular Session
 - b. August 28, 2026, 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 August 05, 2026, Regular Session Minutes; August 28, 2026 Special Session Minutes; Approved payment of bills and all subsequent bills subject to approval by the Mayor or Council President and Finance Director; Motion passed unanimously.

4. INFORMATION:

A. City Manager Report – Interim City Manager Dave Waffle

- Interim City Manager Dave Waffle spoke about the new city manager selection process and thanked everyone who participated in the community and individual interviews.
- Waffle spoke about the Planning Commission public hearing that is scheduled for Monday September 14th and said the discussion will be about the comprehensive plan and resiliency hub permit. He communicated that the planning commission is intending to complete the comprehensive plan review at this meeting so it can then go to city council for approval.

-Waffle said that the state of

Oregon is focused on increasing housing production across the state by limiting plan review timelines, engineer review, processes, and public notices. He will provide more information as the state begins to roll out these changes.

-Waffle stated that the council has identified six topics for the new city manager to focus on when she starts work in November: 1-Comprehensive plan and implementation. 2-Revenue diversification. 3-Water system resiliency and long-term capacity. 4-Housing policy and development. 5-Asset management. 6-Emergency preparedness.

5. NEW BUSINESS:

A. Event Permit – Block Party – Nancy Anderson

Nancy Anderson spoke about the second annual block party event scheduled for October 4th from 4:00pm to 7:00pm. The permit is needed because they plan to block off a section of North Ave.

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

B. Event Permit - Reception – David Level

The event representative of this permit was not at the meeting, so this event was denied.

C. Emergency Preparedness Month Proclamation – Mayor Kathryn Stock

Mayor Kathryn Stock read the Proclamation and declared September 2026 as Emergency Preparedness Month in the city of Manzanita.

D. Emergency Volunteer Corps of Nehalem Bay (EVCNB) The Great Shake Out – EVCNB Jo Cooper

EVCNB Jo Cooper spoke about the 2026 great shake out that is scheduled for Thursday October 15, 2026, at 10:15am. She said the Great Shake Out is an earthquake and tsunami preparedness drill that happens every year. She expressed that the goal of the drill is to create emergency awareness and provide education in the event of an earthquake and/or tsunami. She explained that during the drill, everyone is asked to drop, cover and hold on, then evacuate and go to your assembly area. If you want to learn more about emergency preparedness and how to get involved visit evcnb.org

E. League of Oregon Cities (LOC) Legislative Priorities - Interim City Manager Dave Waffle and Councilor Jerry Spegman

Councilor Jerry Spegman spoke about the list of legislative priorities that are sent to every city in Oregon from the League of Oregon Cities (LOC). He said each city is asked to choose their top five priorities from a list of twenty-seven. He specified the top five priorities that were chosen by the Manzanita council. 1-Administrative Procedures Act Reform, 2-Public Meetings Law

Clarity, 3-2027 Transportation Package, 4-Water Infrastructure Funding, and 5-Water Workforce Development.

A motion was made by Spegman to accept Resolution 26-19, Declaring Oregon Legislative Priorities. Seconded by Kozlowski; Motion passed unanimously.

F. Fifth Street Public Restroom Mural – Interim City Manager Dave Waffle and Public Works Director Rick Rempfer

Public Works Director Rick Rempfer spoke about incorporating a mural on the exterior wall of the 5th street public restroom. He reported that the restroom capital project includes significant building improvements with upgrades to fixtures, plumbing, lighting, and painting of the interior and exterior of the building. He articulated that the city has an opportunity to make the exterior more welcoming with a mural that can become a part of the visitors' experience. He communicated that the city has been awarded a grant for the work through the Oregon Coast Visitors Association that will cover the cost of adding a mural to the project. He presented four designs that local artist Hope Montgomery has provided for council to choose from. Council discussed the four design options and chose the third mural. The restrooms will be closed starting September 17th until the renovations have been completed, towards the end of October.

A motion was made by Spegman to move forward with the third mural presented to council to be painted on the 5th Street public restroom. Seconded by Campbell; Motion passed unanimously.

G. Acceptance of Deed of Dedication – Pump House 600 Meadows Dr – Interim City Manager Dave Waffle

Interim City Manager Dave Waffle spoke about the water pump station that supplies water pressure to the most recently completed subdivision. He said that Pine Grove Properties wants to dedicate the pump house that is located at the intersection of Highland and Meadows Dr, to the city. He communicated that by accepting the deed of dedication, the city will own and maintain control over the site.

A motion was made by Hart to accept the Deed of Dedication of the Pump House at 600 Meadows Dr. Seconded by Kozlowski; Motion passed unanimously.

H. City Manager Contract – Council President Linda Kozlowski and Councilor Jerry Spegman

Council President Linda Kozlowski spoke about the city manager interview process and thanked everyone who participated. She communicated that the employment agreement between the city and the new city manager has been completed. She announced that Jennifer Watkins will begin employment with the city on November 1st.

A motion was made by Hart to accept the city manager contract with Jennifer Watkins effective November 1, 2026. Seconded by Kozlowski; Motion passed unanimously.

I. Emergency Management Succession Resolution – Police Sergeant Mike Sims spoke about Resolution 26-20 and said that it updates Resolution 16-08. He clarified that this resolution updates the management succession to current staff roles in the event of an emergency.

A motion was made by Hart to accept Resolution 26-20, Establishing Succession of Authority in the event of an Emergency; including an update of wording in section 2A - shall assume the “emergency management duties”. Seconded by Campbell; Motion passed unanimously.

6. OLD BUSINESS:

A. Resiliency Hub Update – Interim City Manager Dave Waffle & Police Sergeant Mike Sims

Interim City Manager Dave Waffle reported that a request for proposal (RFP) has been posted to hire a contractor for the site work for the placement of the resiliency hubs. He said that the city is intending to award the contract by September 17th and communicated that the city is planning to have the work completed by October 31, 2026.

Police Sergeant Mike Sims provided an update to the resiliency hub process and explained that the city is waiting for information as to how the boxes are constructed and the contract to be completed by the State. He said that additional permits may be necessary depending on how the awning is attached to the boxes. He spoke about trenching to the site and said the trench will include electrical power, IT communication, and fiber cables. He clarified that Rural Telecom Inc (RTI) will run the fiber cable at no cost to the city. He reported that the city has filed the necessary permits and will seek Planning Commission approval at the meeting on September 14th.

B. Dune View Grade Moratorium – Interim City Manager Dave Waffle

Interim City Manager Dave Waffle spoke about the renewal of the existing moratorium on dune view grading. He said the city is near completion of updating the comprehensive plan and explained that the process began in November of 2022. He reported that after the comprehensive plan has been adopted, the city will need to update the dune management plan and implement regulations before dune grading extensions can end.

A motion was made by Campbell to Approve the Findings as Presented and Extend the View Grading Moratorium for a period of 6 months, ending March 2027. Seconded by Spegman; Motion passed unanimously.

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 meeting is scheduled for September 14, 2026, at 4pm.
- Manzanita Municipal Court will be held September 18, 2026, at 1:30pm and is open to the public.
- Coffee with the Mayor will be held September 24, 2026, from 10-11:30am in the Manzanita city hall conference room.

Mayor Stock adjourned the meeting at 7:54PM.

**MINUTES APPROVED THIS
7th Day of October, 2026**

Kathryn Stock, Mayor

Attest:

Nancy Jones, Clerk of the Council, Pro Tem

BILLS FOR APPROVAL OF PAYMENT

From 9/1/2026 - 9/30/2026

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	FACILITY MAINT.	TRANSPOR- TATION	VISITORS CENTER	WATER
3J CONSULTING (CITY PLANNER)	\$10,417.67	\$10,417.67							
ACCUITY (CITY AUDITOR)	\$7,000.00	\$7,000.00							
ADVENTIST HEALTH (PRE-EMPLOYMENT TESTING)	\$110.42								\$110.42
ASSOCIATED CLEANING (CLEANING SERVICE)	\$834.21	\$834.21							
BAKKER, DANIEL (STAFF REIMBURSEMENT)	\$40.00								\$40.00
CASCADE WATER WORKS (WELL SERVICE)	\$13,608.00								\$13,608.00
CITY OF NEHALEM (FINES & ASSESSMENTS)	\$1,340.00				\$1,340.00				
CITY OF WHEELER (FINES & ASSESSMENTS)	\$213.00				\$213.00				
COMPLETE WIRELESS (MATERIALS & SUPPLIES)	\$1,290.07		\$1,290.07						
DATA CENTER (WATER BILLINGS)	\$1,054.43								\$1,054.43
DIAMOND HEATING (HVAC SERVICES)	\$170.00	\$170.00							
DMV (RECORDS REQUEST)	\$0.20				\$0.20				
ENGLAND MARINE (MATERIALS & SUPPLIERS)	\$165.23								\$165.23
HASCO (FUEL)	\$2,748.83		\$1,130.86	\$109.84		\$75.41	\$377.03		\$1,055.69
JENSEN (INTERIM CM/ RECRUTMENT)	\$36,273.30	\$36,273.30							
LB BUILDING (COMMERCIAL BLDG. INSPECTOR)	\$913.77			\$913.77					

BILLS FOR APPROVAL OF PAYMENT

From 9/1/2026 - 9/30/2026

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	FACILITY MAINT.	TRANSPOR- TATION	VISITORS CENTER	WATER
MANZANITA LUMBER (MATERIAL & SUPPLIES)	\$59.35						\$59.35		
MILLER NASH (CITY ATTORNEY)	\$19,234.76	\$15,830.50							\$3,404.26
N & S TRACTOR (EQUIP MNTCE.)	\$3,326.65								\$3,326.65
NAPA AUTO PARTS (MATERIALS & SUPPLIES)	\$61.94								\$61.94
NEHALEM BAY (WASTEWATER)	\$270.00					\$270.00			
NC CIVIL DESIGN (CIVIL ENGINEER)	\$13,355.00						\$6,225.00		\$7,130.00
NEHALEM LUMBER (MATERIALS & SUPPLIES)	\$23.37							\$23.37	
OLSON ASPHLAT (STREET SWEEPING)	\$1,150.00						\$1,150.00		
ONE ELEVEN (IT SERVICES)	\$7,500.00	\$7,500.00							
ONE ELEVEN (EQUIPMENT)	\$2,097.81	\$1,013.02		\$1,002.81					\$81.98
ONE CALL CONCEPTS (STATE LOCATE FEES)	\$53.72								\$53.72
OREGON DEPT. OF REVENUE (FINES & ASSESSMENTS)	\$410.09				\$410.09				
ORTON, KEVIN (CM TRAVEL REIMBURSEMENT)	\$1,076.26	\$1,076.26							
PACIFIC OFFICE AUTO. (MAILINNG & COPIER)	\$494.92	\$455.55							\$39.37
QUICK ATTACH (EQUIP. & SUPPLIES)	\$9,562.88								\$9,562.88
RTI NEHALEM TELECOM (PHONE SERVICE)	\$799.80	\$367.92						\$82.35	\$349.53

BILLS FOR APPROVAL OF PAYMENT

From 9/1/2026 - 9/30/2026

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	FACILITY MAINT.	TRANSPOR- TATION	VISITORS CENTER	WATER
RURAL TOURISM (VC/WAYSIDE MNGMT)	\$6,978.75							\$6,978.75	
SCHREINER, KATHRYN (CM TRAVEL REIMBURSEMENT)	\$1,103.07	\$1,103.07							
SHERWIN-WILLIAMS (PAINT & SUPPLIES)	\$171.89						\$171.89		
STANLEY, KEITH (INTERIM CM TRAVEL)	\$166.04	\$166.04							
STAPLES BUSINESS CREDIT (OFFICE SUPPLIES)	\$607.84	\$607.84							
SWEET SEPTIC (PORTABLE TOILETS)	\$340.00							\$340.00	
TILLAMOOK CO. PAYABLE (FINE & ASSESSMENTS)	\$64.00				\$64.00				
TCEC (SOFTWARE MTNC)	\$8,787.38		\$8,787.38						
TILLAMOOK PUD (ELECTRICITY)	\$4,194.70	\$162.69					\$972.58	\$131.57	\$2,927.86
TILLAMOOK TIRE (VEHICLE TIRES)	\$1,260.00		\$1,260.00						
US BANK (CITY VISA)	\$3,150.11	\$585.94	\$382.49			\$557.62		\$35.99	\$1,588.07
VERIZON (PHONE SERVICE)	\$1,341.87	\$493.74	\$331.46					\$69.28	\$447.39
VIRIDIAN (ARCHITECT)	\$8,190.00	\$8,190.00							

BILLS FOR APPROVAL OF PAYMENT

From 9/1/2026 - 9/30/2026

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	FACILITY MAINT.	TRANSPOR- TATION	VISITORS CENTER	WATER
WALTER NELSON (MATERIALS & SUPPLIES)	\$861.50							\$861.50	
WALTER J. WENDOLOWSKI (CITY PLANNER)	\$1,875.00	\$1,875.00							
WASHINGTON FEDERAL (UNDERHILL NOTE)	\$77,666.22	\$77,666.22							
TOTALS	\$252,414.05	\$171,788.97	\$13,182.26	\$2,026.42	\$2,027.29	\$903.03	\$8,955.85	\$8,522.81	\$45,007.42



CITY OF MANZANITA

City Manager

655 Manzanita Ave - Manzanita, OR 97130-0129

Phone: (503) 812-2514 | TTY Dial 711

ci.manzanita.or.us

To: Mayor and City Council

Date Written: September 25, 2026

From: Dave Waffle, Interim City Manager

Subject: Interim City Manager Report

BACKGROUND

Working together we continue to resolve issues, take on projects identified in the FY 2026-27 budget and make progress on the City's priorities.

The principal areas of my work include the following topics:

- **Resiliency Hub***: Cove Built responded well to our adjustments to the scope of work and we are ready to issue a contract. The city will perform some of the tasks (e.g. trenching, concrete pad placement, boulders, conduit). We should be in good shape with the budgeted funds and a grant for \$20,000 from EVCNB. Many thanks to our project management team (Mike Sims, Brad Hart, Jim Fanjoy, Jeremy Von Seggren). The only outstanding issue is that the State of Oregon has not yet sent their contracts for delivery of the Conex boxes that make up the Resilience Hub to Manzanita or neighboring communities. We plan on beginning site work during the second week of October now that the Farmer's Market has concluded their season.
- **City Manager Recruitment**: It is a bit of old news, but Jennifer Watkins signed her contract with the City with a starting date of November 1. We'll have two city managers at the City Council meeting on November 4. We will bring to the Council an amendment to the Interim City Manager contract with Jensen Strategies to make certain that the expenses expected to be incurred are properly authorized as we are nearing its ending date of November 5.
- **Comprehensive Plan***: The City Council will conduct public hearings regarding the ordinance to adopt the new Comprehensive Plan on October 7 and November 4, 2026. The City Council can review the comments provided by residents and agencies at the Planning Commission meetings in August and September. There may be additional testimony and suggestions at the upcoming public hearings.
- **Water System***: Public Works staff worked on a variety of issues related to the water system recently including overdue maintenance of wells #1 and #2, receiving documents from former Public Works Director John Handler about the water system, completing a report on chlorination practices for the Oregon Health Authority, trouble shooting issues with fire flow and water pressure and recognizing that Operations Manager Russel Ransier is now certified as the Direct Responsible Charge (DRC) for the City's transmission and distribution system.
- **Financial Audit**: The audit report for FY 2025-26 is in final preparation stage and should be released soon.

City Council Priorities: Items marked with an asterisk* are among the priorities identified by the City Council for the incoming City Manager.



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City of Manzanita Application Special Event Permit

Date of request: 9/15/26

Person making request: Michaela Bryant

Mailing address: 2418 Ocean Road

Phone number: _____ Cell number: _____

Organization (if applicable): Manzanita Oceanfront Inn

Type of event: Grand Opening

Date(s): 10/14/26 to _____ Hours: 5pm to 7pm

Location: hotel courtyard and guest rooms

Check what applies:

Public Event: ☒ Private Event: _____ Charitable: _____ Profit: _____

Non-profit: _____ Public Property Used: _____ Private Property Used: ☒

Estimated attendance: 100

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: beer/wine

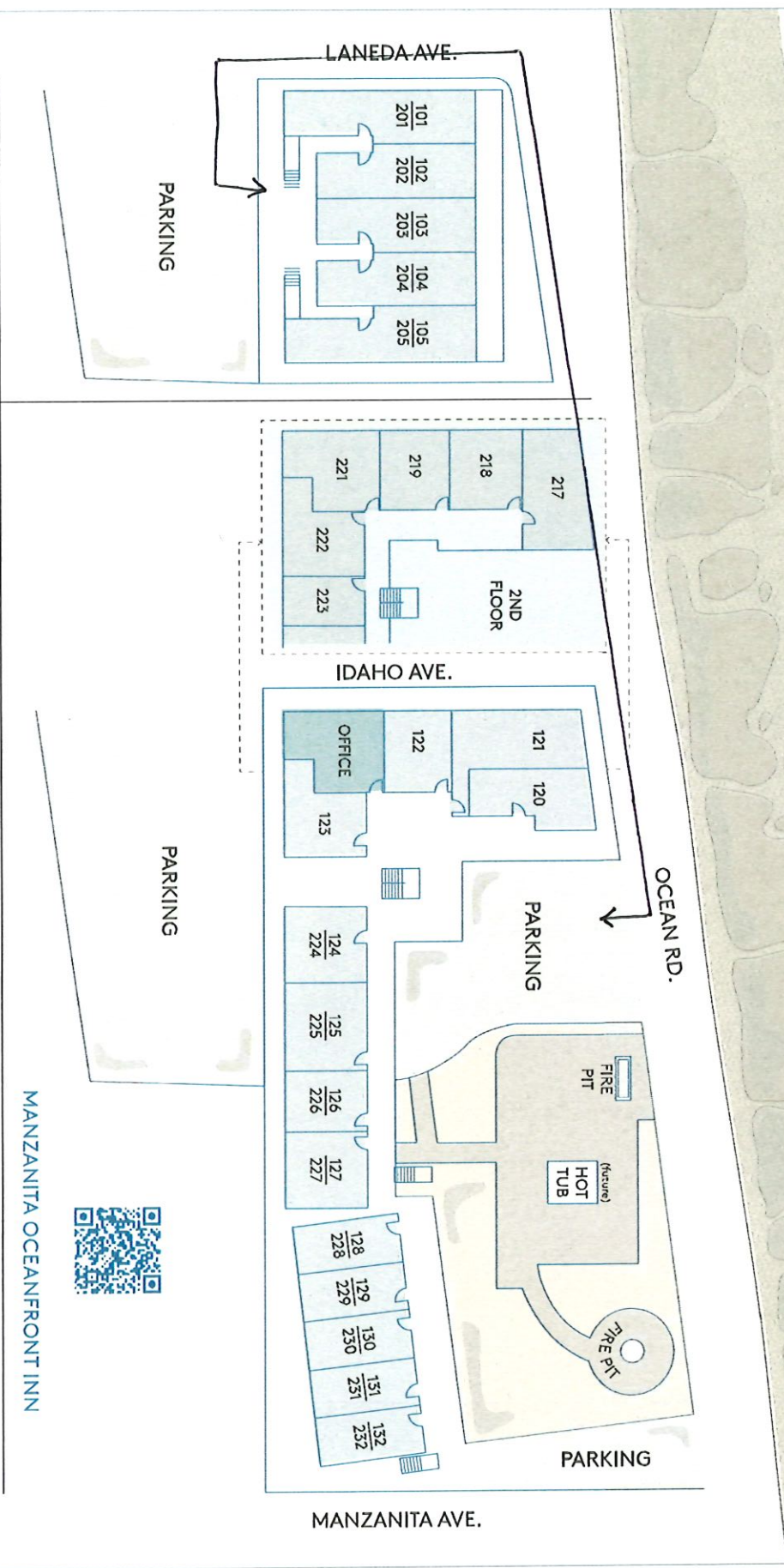
Live Entertainment: Yes: ☒ No: _____ Type: live music / PA system for speeches

Describe Event Support Staff: Hotel & Catering staff

Describe Parking Conditions: hotel parking available at both buildings

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

Grand opening attendees will be able to tour and experience the newly opened property. The event will include self guided tours throughout the hotel, which consists of two buildings, along with hospitality and refreshments.



NEHALEM
BUILDING

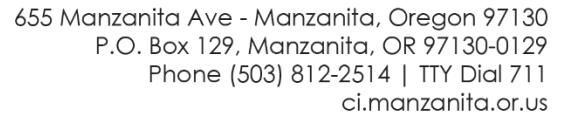
NEAHIKAHIE
BUILDING

248 Ocean Rd., Manzanita, OR 97130
(503) 368-5224 ~ manzanita-oceanfrontinn.com

MANZANITA OCEANFRONT INN

Planning Commission Criteria 2026

- 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.
- Applicant demonstrates ability to listen and communicate effectively in a group setting.
- Applicant confirms they have read Chapter 9 - Ethics, Decorum, Outside Statements of the City of Manzanita Rules of Procedure for City Council Meetings.

[illegible]

Please describe your understanding of the Comprehensive Plan, the City’s Zoning Ordinance and/or Land Use Planning.

As a Planning Commissioner you will be asked to make decisions on Land Use Applications using the City’s Zoning Ordinance. Your ability to interpret the Zoning Ordinance and criteria will be essential to your success in this position. Please describe how you would evaluate a land use application where you may personally disagree with what is being proposed.

Do you have any expected or anticipated conflicts of interest that may require you to recuse yourself from a planning application? If yes, please describe.

Planning Commission Meetings are held on the second Monday of each month at 4 pm. In cases where Monday falls on a holiday, the Planning Commission will meet the following day on Tuesday. There are also potential trainings and special meetings that may be required. Can you comply with this time commitment?

☐ Yes ☐ No

Meetings are currently held in person with the availability to attend via Zoom. Are you able to participate in person? Please describe your availability to attend meetings either via Zoom or in person below.

Is there anything else you would like to share with the selection committee about your experience and interest in the position?

You are also welcome and encouraged to submit a CV or Resume as part of your application.

THE DEADLINE FOR SUBMISSIONS IS OCTOBER 30, 2026, AT 4:00 PM

Please return this form
by email to cityhall@ci.manzanita.or.us

If you have any questions, please call 503-812-2514 or email us at cityhall@ci.manzanita.or.us

CHAPTER 9 – Ethics, Decorum, Outside Statements

Amended May 8, 2024

- I. Ethics.** All members of the Council and all members of any committee appointed pursuant to Rule 8 shall review and observe the requirements of state ethics law, all members of the Council and/or any committee member appointed pursuant Rule 8 shall refrain from:
 - A. Disclosing confidential information.
 - B. Taking action which benefits special interest groups or persons at the expense of the city as a whole.
 - C. Expressing an opinion outside of Council meetings or committee meetings contrary to the official position of the Council or the committee without saying so.
 - D. Conducting themselves in a manner that may bring discredit upon the government of the city.

- II. Decorum.**
 - A. The presiding officer shall preserve decorum during meetings and shall decide all points of order, subject to appeal of the Council.
 - B. Members of the Council or Committee shall preserve decorum during meetings, and shall not, by conversation or action, delay or interrupt the proceedings or refuse to obey the orders of the presiding officer or these rules.
 - C. Members of the city staff and all other persons attending meetings shall observe the Council's rules of proceedings and adhere to the same standards of decorum as members of Council.
 - D. No flags, posters, placards, or signs may be carried or placed within the Council Chambers or Committee location of which the City Council or Committee is officially meeting. This restriction shall not apply to arm bands, emblems, badges, or other articles worn on personal clothing or individuals, provided that such devices do not interfere with the vision or hearing of other persons at the meeting or pose a safety hazard.

- III. Statements to the Media and Other Organizations**
 - A. Representing City. If a member of the Council or Committee, including the Mayor, appears as a representative of the city before another governmental agency, media or organization to give a statement on an issue, the member may only state the official position of the city, as approved by majority of Council.
 - B. Personal Opinions. If a member of Council or Committee, including the Mayor, appears in their personal capacity before another governmental agency, media or an organization to give a statement on an issue, the member must state they are expressing their own opinion and not that of the city before giving their statement.

- C. Social Media. If a member of the Council or Committee, including the Mayor, creates a social media post, participates in a social media post, or distributes by any electronic means comment or information regarding Manzanita City government, the member may only state the official position of the City, as approved by a majority of the Council unless the member provides a clear statement they are expressing their own opinion and not that of the City.
- D. Electronic Mail – All members of the Council or Committee shall observe the following guidelines when using an electronic method for correspondence in their elected roles:
 - 1. All Council email correspondence is subject to the Oregon Public Records and Meetings laws and is subject to disclosure (pursuant to ORS 192)
 - 2. Email may be used for correspondence, to schedule meetings, send informative messages, or request information from other members of the Council, the City Manager, or City Department Directors.
 - 3. Email may not be used to discuss policy issues with a quorum of the Council at one time or a quorum of a standing advisory body in any manner which would be in violation of the Oregon Public Meetings Law (pursuant to ORS 192).

IV. Resolution Number 20-22 Condemning Racism and Encouraging a Commitment to Fair and Equal Treatment for all. Resolution number 20-22 Condemning Racism and Encouraging a Commitment to Fair and Equal Treatment for All is incorporated into this Rule 9 as if fully set forth herein. Conduct in contravention of said resolution may be grounds for sanctions against a member of Council or Committee.



CITY OF MANZANITA

City Manager
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Phone: (503) 812-2514 | TTY Dial 711
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To: Mayor and City Council

Date Written: October 1, 2026

From: Nina Crist, Finance Director

Subject: Amendments to the Interim City Manager Contract with Jensen Strategies

BACKGROUND

Members of the City Council were delegated the authority to search for the services of an interim City Manager in July 2026. After a brief search and interviews they selected the services of Jensen Strategies LLC. Specifically, they recommended Dave Waffle to serve in the role. Utilizing the spending authority of a “transition” resolution delegating responsibilities for managing the city in the absence of a city manager, they negotiated a contract with Jensen Strategies for interim city manager services. The primary features of the contract include a cap on expenditures at \$50,000, expectation that the interim city manager would work approximately 30 hours per week and that the contract would expire on November 5, unless mutually extended. The value of \$50,000 was set but uncertain depending upon the availability of a new city manager.

Having now completed the search for a new city manager and signing a contract with Jennifer Watkins to serve in the role, the cap of \$50,000 will be exceeded unless amended. Watkins’ start date is November 1, 2026. The staff recommends to increase the maximum amount of the contract to \$67,000 allowing the full services of Waffle to November 5 and an allowance of up to 10 hours for remote assistance to Ms. Watkins during the month of November.

Options

The City Council may take the following actions

- a. Approve the contract amendment for a new limit of \$67,000 expiring November 30, 2026.
- b. Approve a revised contract extension.
- c. Decline to approve amendments to the contract in which case the services from Jensen Strategies will terminate before November 5.

Suggested Motion To approve the amended contract with Jensen Strategies for interim city manager services not exceed \$67,000 and expiring November 30, 2026



CITY OF MANZANITA

655 Manzanita Ave. – Manzanita Oregon 97130
P.O. Box 129, Manzanita OR, 97130-0129
Phone: (503) 812-2514 | TTY Dial 711
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CONTRACT AMENDMENT NO. 1

Personal Services Agreement – Jensen Strategies
City of Manzanita Interim City Manager Services

Amendment Date: October 7, 2026

This Contract Amendment No. 1 (“Amendment”) is authorized by the City Council of the City of Manzanita and is entered into by and between the City of Manzanita (“City”) and Jensen Strategies, LLC (“Consultant”). This Amendment modifies the Personal Services Agreement executed August 6, 2026, which was authorized by the Mayor and Finance Director.

1. Purpose

The purpose of this Amendment is to authorize additional compensation for continued services and to extend the availability of the consulting services to support the transition to the regular City Manager.

2. Term Extension

Section 7 (Term & Termination) is amended as follows:

Interim City Manager services shall conclude on November 5, 2026, in accordance with the original Agreement.

Following the conclusion of interim City Manager services, the Consultant shall make up to ten (10) hours of consultation available to the regular City Manager through November 30, 2026. Any unused consultation hours shall expire at the end of this period.

3. Compensation Amendment

The not-to-exceed amount is increased to provide for remaining interim City Manager services, associated expenses, and additional transition consultation. The revised contract amounts are as follows:

- Original Contract Amount: \$50,000
- Amendment Increase: \$17,000
- Revised Not-to-Exceed Amount: \$67,000

Compensation shall continue to be paid in accordance with Exhibit C of the original Agreement and upon submission of approved invoices Total compensation paid under the Agreement, as amended, shall not exceed \$67,000.

4. Ratification of Remaining Terms



CITY OF MANZANITA

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Except as expressly modified by this Amendment, all other terms and conditions of the original Agreement remain unchanged and in full force and effect.

CITY OF MANZANITA

Nina Crist, Finance Director

Date

JENSEN STRATEGIES, LLC

Erik Jensen, Principal

Date



CITY OF MANZANITA

City Manager
655 Manzanita Ave - Manzanita, OR 97130-0129
Phone: (503) 812-2514 | TTY Dial 711
ci.manzanita.or.us

To: Mayor and City Council

Date Written: September 25, 2026

From: Dave Waffle, Interim City Manager & Nina Crist, Finance Director

Subject: City Hall Financing

BACKGROUND

The City of Manzanita developed the city hall project over many years of community consultation and planning. All that led to opening of the new building in August 2025. At the time the city secured interim construction financing from Business Oregon (Special Public Works Fund construction loan) with plans to transform the debt to a long-term financing obligation.

The current outstanding amount is approximately \$3.9 million and the city is required to make interest only payments until the long-term financing is in place. The Council allocated \$295,000 for debt service payments in FY 2026-27. The FY 2026-27 budget contains a summary of the debt plans.

The City learned a few weeks ago that the request for long-term financing would not be included in a \$30 million State of Oregon Bond Bank measure because more requests were received than funds available. At the same time the staff was assured that Business Oregon would return to the city with other options.

This past week Nina and I met with Rich Rodriguez from Business Oregon about those options. We do not know all the details at this point. However, Mr. Rodriguez informed us that the State has “available agency resources” which can be considered as funds unallocated from past bond sales or other sources. The preliminary information is that Manzanita will be offered the full amount necessary to convert the interim financing to a long-term contract with the State with a standard amortization schedule over 20 years. The structure will likely be similar as if Manzanita had secured funding through the Bond Bank. Because these are funds unallocated from past bond sales the interest rate will match those from former sales and not current interest rates. The initial indication is that the rate could be approximately one percent less than current market rates for municipal bonds. That appears to be a substantial advantage for Manzanita. As stated above, we have yet to see the details of a formal offer.

Options: The City should wait to see the formal offer from Business Oregon. We hope to receive this information in time to consider it at the City Council work session on October 14.

Suggested Motion: No action is necessary at this time.



CITY OF MANZANITA

City Manager
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Phone: (503) 812-2514 | TTY Dial 711
ci.manzanita.or.us

To: Mayor and City Council

Date Written: September 28, 2026

From: Dave Waffle, Interim City Manager

Subject: Comprehensive Plan Adoption – Ordinance No. 26-04

BACKGROUND

The City of Manzanita began its efforts to create and adopt a new Comprehensive Plan over four years ago. The Planning Commission conducted public hearings on August 10 and September 14, 2026. The City's planning consultant, 3J Consulting has prepared a list of proposed changes to the draft comprehensive plan for the City Council to consider. The list was derived from citizen comments and suggestions from agencies who advised the city during development of the plan. An "as amended and recommended" version of the Comprehensive Plan also is available.

The City has scheduled two public hearings prior to adoption. The hearings are on October 7 and November 4, 2026.

The process is called Envision Manzanita and is described as follows:

Envision Manzanita is a multi-year planning project to update the city's Comprehensive Plan and Housing-Related Ordinances. A Comprehensive Plan is a state mandate to plan for forecasted growth over a twenty-year planning horizon. Manzanita's Current Comprehensive Plan was last updated in 1996. A Comprehensive Plan guides development through goals and policies for land use, housing, transportation, and more, as set out in the Oregon Statewide Planning Goals. A Community Vision serves as the framework for updates to the goals and policies. The process began with visioning exercises in a series of town hall meetings held in the summer of 2022 and continued into the fall of 2024.

The city's population has stayed relatively static at 603 permanent residents. Higher volumes of year-round visitors and rates of second homeownership have risen since 1996 and resulted in an increase in both residential and commercial housing development. This project is designed to ensure that the city can comfortably accommodate residents and visitors alike over the next twenty years.

The process resulted in this summary of the vision statement:

By the year 2045 the City of Manzanita has:

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.

Housing for all: Manzanita offers a diverse range of housing options for all residents. Whether a cozy apartment, a single dwelling 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.

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.

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.

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.

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.

Options: On October 7 the City Council can receive testimony, discuss the proposed Comprehensive Plan and consider the list of changes proposed by Manzanita Planning Commission. As an ordinance requires two readings, the council can enter the proposed ordinance into the record as a "first reading" or defer that action to another meeting. The ordinance may be read by title only unless a council member or citizen present at the meeting requests that it be read in full (Section 35 – Manzanita City Charter).

Suggested Motion: To read Ordinance No. 26-04 by title only.



Envision Manzanita Comprehensive Plan Update

Suggested Comprehensive Plan Recommendations September 25, 2026

Overview

Envision Manzanita is a multi-year planning project to update the city's Comprehensive Plan and Housing-Related Ordinances. Manzanita's current Comprehensive Plan was last updated in 1996. The Comprehensive Plan will guide development through goals and policies for land use, housing, transportation, and more, as set out in the Oregon Statewide Planning Goals over a 20-year planning horizon.

On August 10, 2026, a Planning Commission Meeting was held to discuss the Envision Manzanita Comprehensive Plan Update and make recommendations for adoption. Approximately 26 comments were received from the Planning Commission and the Public. Comments were given between June 22 and August 12, 2026.

On September 14, 2026 the Planning Commission held an additional meeting in which they recommended the Comprehensive Plan, with it's recommended edits identified below, to go to the City Council. Some recommendations from Planning Commission Staff were identified as additional changes. They are integrated into the table below.

Planning Commission and DLCD Comments, and Staff Recommendations

A compilation of comments from Planning Commission members and the Public are provided below. Please note that one particular comment was received multiple times regarding structures in public right-of-way. To reduce the size of this document, names of participants have been documented following the overall change recommended. Comments have been organized by Chapter below. Chapters without any comments have been removed from the table. Each comment is addressed in the right-hand column by Staff.

Please note that following the Planning Commission Comments Table is a table with recommendations from the Department of Land Conservation and Development (DLCD). This table is formatted in the same order as outlined above and has been updated with DLCD Staff recommendations from the September 10 PAPA review process (PAPA 003-26).



Chapter	Planning Commission / Public Comment	Recommended Revision
About Manzanita	P.9 Paragraph 2, instead of saying that "we honor", we should say we "strive to honor." There are no locations in the city that has any mention of our relationship to our native people. No street names, no monuments or plaques or any businesses that capture any native heritage exist in our city.	Remove "We honor" and replace with "we strive to honor".
	P.9 Final paragraph, please strike the Warm Springs from the paragraph.	Remove "Warm Springs"
	P.10, Early- Mid 1800's, there were no forced removal of native Nehalem people.	Remove section on forced removal
	P.11, 1910's-1930's, I think that you should also mention that farming (specifically dairy farming) and commercial fishing were economic drivers for the region.	Include mention of farming and commercial finishing industries under 1910's-1930s in timeline.
Formatting/Numbering	Entire document	Update all policies to show the chapter, goal, and policy (1.2.3)
1. Citizen Involvement	Goal Three: PAGE 31 – Make sure all property owners are informed. Add water bill list as using only voter list excludes significant stakeholders. Add POLICY 3.3 "Foster transparent communication to residents and property owners about public process engagement opportunities using web pages, water bill	Add policy 3.3: Foster transparent communication with residents and property owners about public process engagement opportunities using web pages and both physical and virtual mailing lists.

	addresses, email, and voter mailing lists. “	
	P.30. I would suggest an additional Goal 1.5 to have the City foster collaborative partnerships with non-profit organizations that create opportunities for the arts and culture.	Include as Policy 1.8: Foster collaborative partnerships between the City and non-profit organizations that create opportunities for the arts and culture.
2. Land Use Planning	Introduction: PAGE 34 & 35 – Inconsistencies with Comp Plan Map & Passed Ordinance Current in Draft: Residential Zoning Districts in Manzanita allow a variety of housing types and densities. The City currently has four residential zones: Middle Housing 1 Zone (MH-1), Middle Housing 2 Zone (MH-2), Middle Housing 3 Zone (MH-3), and Residential Manufactured Dwellings (RMD) Map Proposed Revision: Manzanita's three residential zones—Middle Housing 1 (MH-1), Middle Housing 2 (MH-2), and Middle Housing 3 (MH-3)—accommodate a range of housing types and development forms consistent with state housing requirements and Manzanita's community character.	Update text to: “Manzanita's three residential zones: Middle Housing 1 (MH-1), Middle Housing 2 (MH-2), and Middle Housing 3 (MH-3). These zones accommodate a range of housing types and development forms consistent with state housing requirements and Manzanita's community character.”
	Goal One: PAGE 36 – Add a Cycle of Comp Plans for City Council to consider. Revise POLICY 1.1 Refine Comprehensive Plan policies in future updates, with a cycle of no more than 10 years, based on well documented existing conditions related to economic development,	Revise Policy 1.1: Refine Comprehensive Plan policies, with a goal of complete revisions every 10 years, in future updates based on well-documented existing conditions related to economic development, housing, and natural resources. We cannot typically require an update every 10 years, but we can recommend it.

	housing, and natural resources.	
	Goal Two: PAGE 36 – Add a Policy about the important Gateways to Manzanita. Add POLICY 2.5: “Preserve and enhance the natural landscape character of the Highway 101 corridor, with particular attention to the Manzanita Avenue and Laneda Avenue gateways, through generous, landscaped setbacks, preservation of mature trees and native vegetation, and context-sensitive site design that reinforces Manzanita’s unique coastal village identity.”	Add Policy 2.5: Preserve and enhance design that reinforces Manzanita’s unique coastal village identity through focus on the Manzanita Avenue and Laneda Avenue gateways, through generous, landscaped setbacks, preservation of mature trees and native vegetation, and context-sensitive site design.
	Goal Three: Page 37 – Revise the policy to reinforce the block size connectivity goals as passed in the Transportation Plan Ordinance. Existing Draft POLICY 3.3 “Encourage Street patterns which are responsive to the natural terrain of the City.” Revise POLICY 3.3 “Encourage street networks that respond to Manzanita’s natural terrain while providing interconnected, small-block street patterns to support safe walking, bicycling, neighborhood connectivity, and emergency access.”	Revise Policy 3.3 to include: Encourage street networks that respond to Manzanita’s natural terrain while providing interconnected, small-block street patterns to support safe walking, bicycling, neighborhood connectivity, and emergency access.
5. Natural Resources, Scenic and Historic Areas, & Open Spaces	Goal One: Page 44 – Add a policy about invasive species coordination Add New POLICY 1.8: “Coordinate with Oregon Parks and Recreation Department, Tillamook County, and other partners to prevent and manage invasive species in surrounding natural areas, including Nehalem Bay State	Include new Policy 1.8: Coordinate with Oregon Parks and Recreation Department, Tillamook County, and other partners to prevent and manage invasive species in natural areas.

	Park”	
	Goal one (new policy, proposed between Policies 1.5 and 1.6) New Policy- No existing policy addresses the understory/shrub vegetation layer as part of the City’s ecological systems. Recommended text: Encourage preservation of native tree and understory shrub associations as integrated ecological units, and support replanting of native canopy and understory species- including groundcover and shrub layers- to maintain habitat function and reduce native species establishment. Explanation Text: SW Goal 5, goal 1 states purpose as protecting the diversity of the city’s ecological systems, but existing policies (1.5, 1.7) address canopy trees and native species in public projects only. Native understory species (evergreen huckleberry, salal, cascara) provide habitat value and suppress invasive establishment (Himalayan blackberry, English ivy) on cleared/disturbed ground.	Add recommended text between policies 1.5 and 1.6.
	Goal Two: Page 44 – Add a policy about character of city signage (New LA Style Street Signs) Add New POLICY 2.5: “Design public signage—including street, wayfinding, park, and civic signage—to reinforce Manzanita’s established historic cedar signpost character and distinctive coastal village identity, while meeting applicable safety, visibility, and accessibility standards.”	Add Policy 2.5: Design public signage including street, wayfinding, park, and civic signage to reinforce Manzanita’s distinctive coastal village identity, while meeting applicable safety, visibility, and accessibility standards.
	P.42. paragraph 1, please remove the name of Laneda Lodge and rename it the Lane Hotel, as well as on the caption. I	Recommend updating names from ‘Laneda Lodge’ to ‘the Lane Hotel’.

	suggest the following language because the Oregon Historic Sites Database information was collected in 1973 and is inaccurate.	
	Many historic structures in Manzanita are present in the commercial and residential areas. Most notable among them are the buildings currently occupied by Left Coast Siesta (former Lane Hotel), the San Dune Pub (first post office) and the Pine Grove Community House. Nationally recognized architect, Tom Bender, designed the building currently occupied by First Security Bank of Washington and the Manzanita Branch of the Tillamook County Library. [include updated photos]	Recommend to include photos provided and short descriptions.
6. Air, Water, & Land Quality	Goal One: Page 50 – Add compost Adjust POLICY 1.7: “Coordinate with Tillamook County in providing adequate solid waste facilities, including recycling, compost, and transfer facilities, for the Manzanita area”	Update Policy 1.7: Coordinate with Tillamook County in providing adequate solid waste facilities, including recycling, compost, and transfer facilities, for the Manzanita area.
	Goal 6 – update policy 1.6 to: Reduce the adverse impacts of development on air and land quality by promoting site and building design that limits soil disturbance, erosion, and grading impacts through sensitive site and building design, informed by recognized sustainable site design frameworks such as SITES or LEED. Explanation: Original language (innovative) was vague and undefined. Revised version names specific impact categories cross-references the plan’s stronger LID policy to avoid redundancy, and points to established design frameworks (as guidance, not certification mandate) rather than an undefined standard.	Update policy 1.6 with recommended text.

7. Areas Subject to Natural Hazards	Page 56 – Clarify abbreviations MAP 4: LOCAL HAZARDS MAPS, TSUNAMI AND EARTHQUAKE I suggest the consultants spell out scenario abbreviations such as "Local Tsunami Inundation Area." Many readers will not know what the abbreviations mean, and comprehensive plans should be understandable to the public."	Revise maps to spell out ‘small, medium, large, extra-large, and extra-extra-large to identify Tsunami inundation scenarios.
	EVCNB: We are reaching out to ask that as you consider the Manzanita Comprehensive Plan that you include provisions for City owned Right-of-Ways (ROW) to allow for structures that could be used for emergency preparedness. Our organization’s mission is to create a culture of preparedness for the Nehalem Bay region. Our programs focus on individual and community preparedness. One of our more successful programs, the Prepare Your Neighborhood (PYN) program, encourages neighborhood groups in the area to work together to help create resilience in neighborhoods by helping neighbors get to know each other, share emergency resources and equipping neighborhood groups with critical emergency supplies and tools to use during a major disaster. Many neighborhoods have developed neighborhood caches with emergency supplies and tools which is a very positive development for this area. It means that these neighbors will be able to help each other during emergencies, without needing to access first responders as much, thus allowing scarce governmental resources to be used for those who are the least prepared and most in need after a major disaster. Some of these neighborhood groups would benefit from being allowed to use ROW’s owned by the city to put their emergency caches. This is especially true in the Manzanita	Recommendation to remediate issue with structures in the public ROW within chapter 11: Public Facilities and Services. Recommend including a policy focused on promoting neighborhood resilience mentioned. Add Policy 2.4: Coordinate with the Emergency Volunteer Corps of Nehalem Bay to support caches with emergency supplies and tools in Manzanita neighborhoods to support community preparedness.

	area. Using ROWs would be very helpful to many neighborhoods' groups. Several of the PYN groups are using garages or spaces in homes, which is not ideal, should the property sell. These caches are not large – typically the size of a small shed (8x10) so not a great deal of space is required, and the structures could be easily moved if necessary. We see these neighborhood caches as a part of the larger resilience effort for this area; a way to augment the Resilience Hubs recently acquired from the state for Manzanita and Wheeler. The better prepared everyone is, the better off we will all be when a major disaster strikes.	
	To the City of Manzanita: Please find a written version of my verbal testimony during the August 10 Comprehensive Plan Public Hearing: Given the history of the Tillamook Fire and this year's historic and devastating Oregon wildfires, our city must accept that we are not exempt from the increasing risk of wildfire. Therefore, to support community efforts to become resilient and take preventative action I propose that our Comprehensive Plan include supportive language such as, "The Comprehensive Plan aims to reduce wildfire risk by promoting resilient building codes, defensible space maintenance and community education." Thank you for your consideration	Modify Policy 1.7: Support community wildfire protection by implementing strategies identified in the Tillamook County Community Wildfire Protection Plan (CWPP) and encouraging fire-resistant landscaping and building materials, prioritizing defensible space, and providing community education opportunities.
	Change language as follows: Policy 2.3: Promote participation in the Nehalem Bay Emergency Corps (NBEVC) and encourage public involvement in Tillamook County Natural Hazard Mitigation Plan maintenance meetings.	Revise language to proposed.
8. Parks & Recreation	Since you are including programs available at NCRD, you should mention that the Hoffman Center for the Arts provides programming that includes classes for writers and	Recommend to outline these amenities in the introduction section.

	painters and has a clay studio. The Nehalem Valley Historical Society presents historical programs and assists local historical research through its museum and archive.	
	P.65. I would add a Policy 1.7 that would “Encourage and support private non-profit organizations that provide historical and cultural activities.” This would be consistent with P.74, Policy 3.3.	Recommend adding Policy 1.7: Encourage and support private non-profit organizations that provide historical and cultural activities.
	Following paragraph 4 in the introduction, add- Within the Urban Growth Boundary, Elk Meadows offers an urban nature trail through inland dune, wetland and meadow habitats of native plantings and local wildlife. It can be accessed from the Pine Ridge Neighborhood and Bay Side Gardens Neighborhood, outside the UGB. It was developed and is maintained by the Lower Nehalem Community Trust.	Add text to the introductory paragraph as suggested.
	Goal 8, Policy 2.3 update text to: Identify and protect natural areas suitable for low-impact recreational uses such as walking, hiking, nature viewing, environmental education, and passive recreation, by utilizing designs that follow low-impact development best practices and techniques, such as boardwalks. Explanation: issue with the work ‘innovative’. City needs best practices rather than a word.	Update policy to proposed text.
9. Economic Development	Goal 2: Enhance the vitality, appearance, and functionality of the downtown commercial area near Laneda Avenue. Page 56 – Add Policy about commercial uses in C-1 Add POLICY 2.5: “Preserve commercially zoned land in downtown Manzanita by prioritizing commercial, small business, and mixed-use multifamily development above the	Add Policy 2.5: Preserve commercially zoned land in downtown Manzanita by prioritizing commercial, small business, and mixed-use, and preventing exclusively residential development supporting a diverse local economy and maintaining a vibrant, active village center.

	ground floor, and preventing exclusively residential development supporting a diverse local economy and maintaining a vibrant, active village center."	
10. Housing	Goal 1: Page 80 – Add mixed use to prevent single family consuming the rare commercial land Revise POLICY 1.6: "Encourage the development of mixed-use multifamily housing units above the ground floor in conjunction with the commercial core in the City to provide diversity and security in commercial areas and a range of housing options."	Revise Policy 1.6: Encourage the development of mixed-use housing in conjunction with the commercial core in the City to provide diversity and security in commercial areas and a range of housing options.
	Goal 10 Policy 1.5 (Cluster Development) change text to: Encourage cluster development and other design techniques that concentrate density to preserve open space, natural areas, and vegetative cover, to lower the costs of public facilities. Explanation: Removed the 'innovative' language. Also, the original language is directional only, with no implementation mechanisms 9such as density bonuses or reduced lot size minimums in exchange for common open space dedication)	Update policy 1.5 with proposed text.
11. Public Facilities & Services	Dear Planning committee and Manzanita city council members, I think we all agree how critical it is that we have a well-prepared community in the event of disasters, and that our EVCNB has done an outstanding job helping neighborhoods to achieve readiness. We've done great work compiling materials in our cluster. Our Classic Ridge EVCNB {Emergency Volunteer Corps of Nehalem Bay) disaster meeting place is at the intersection of High and Elm Street, at the top of a public easement that	Revise Policy 5.7: Retain public ownership of all rights of way and ensure the use remains public, shared and non-structural with the exception of public emergency cache structures.

	continues down to Greenridge. We, like other neighborhood clusters, hope to raise funds to be able to install a small structure, large enough to hold our neighborhood emergency supplies on this easement. However, upon review of the Comprehensive Plan Goal 5, Policy 5.7 {page 90 of the downloaded Draft Comprehensive Plan "Retain public ownership of all rights of way and ensure the use remains public, shared and non structural." As you may know, our neighborhood is very hilly and we need all the help we can get to make access or our supplies a little easier to quickly access. Our supplies need to be stored at our disaster meeting location, which is on a city easement, in order to be easily accessed; similar to what other EVCNB neighborhood clusters enjoy. Therefore, we ask that the "non-structural" language in Goal 5, Policy 5.7 on page 90 of the draft Comprehensive Plan either be removed, or modified to provide an exception for EVCNB emergency planning supplies <i>Same Comments from:</i> Kerry B Milligan, Becky PirkI Hurd, Chris Fox, Christine Fox, Craig W LeCroy, Georgianna Marie, Jenna Barnett, Judy Allen, Julie Johnson, Karl Nusch, Kelly Kurtzman, Kyle Wood, Laura Jertberg, Lawrence and Sandra Matasar, Tim Belden, Trish Johnson, Will & Joean Sonnenfeld, Donna and Frank Shrier	
	Dear Committee Members, I respectfully urge, as a private citizen, the PASC to include a policy in the new Comprehensive Plan requiring the City to safely maintain all City-owned rights-of-way. Our home on Spindrft Lane was built in 1972, when many	Include new Policy 5.15: Maintain all publicly owned rights-of-way, including unpaved streets, drainage, and associated infrastructure, in a safe, functional, and equitable manner to support public safety, neighborhood resilience, and reliable public access.

	village streets were unpaved. For more than 50 years, residents have paid the same City taxes and utility fees as other neighborhoods, yet the public right-of-way on our street-and on many other unpaved streets throughout Manzanita-has received no City maintenance. Since construction of a new home nearby, the City-owned right-of-way has experienced repeated flooding that restricts beach access and creates a safety hazard, particularly for young children. I am not asking that the street be paved. I am simply asking that the City accept responsibility for basic maintenance and stormwater management within its own rights-of-way, just as it does elsewhere in Manzanita. I respectfully request that the PASC include a Comprehensive Plan Policy directing the City to maintain all City-owned rights-of-way in a safe and equitable manner for the benefit of all citizens and neighborhoods. Suggested Comp Plan Policies: Public Facilities & Services - Policy 5.15: "Maintain all publicly owned rights-of-way, including unpaved streets, drainage, and associated infrastructure, in a safe, functional, and equitable manner to support public safety, neighborhood resilience, and reliable public access."	
	Goal 5 Page 90 – Add to goal to emphasize health & safety Goal 5: Promote sustainability, resilience, public health, safety, and efficiency in public facilities and services. Page 91 – Emphasize Maintenance of streets as a PUBLIC FACILITIES & SERVICES responsibility (in addition to make it	Update Goal 5: Promote sustainability, resilience, public health, safety, and efficiency in public facilities and services. *pg 91- referenced in new Policy 5.15 above

	clear and reinforced in TRANSPORTATION.)	
	Add POLICY 5.15: "Maintain all publicly owned rights-of-way, including unpaved streets, drainage, and associated infrastructure, in a safe, functional, and equitable manner to support public safety, neighborhood resilience, and reliable public access."	Updated, please see Policy 5.15 above.
	I looked forward to reading the City Comprehensive Plan. Went over it line by line. Was encouraged by Oregon Statewide Planning Goal 7, Policy 3.1 and 3.4. Further encouraged by Oregon Statewide Planning Goal 11 - Goal 4, Policy 4.5 and Policy 4.7. AND THEN Goal 5, Policy 5.7 hit me! It says "Retain public ownership of all rights of way and ensure the use remains public, shared and non structural." This is the opposite of what neighborhoods need to be resilient after a disaster. We need our supplies to be stored on public land where it can be easily accessed. I thought the comprehensive plan was going to support the neighborhoods on this. What can be done to remove this language from the comprehensive plan?	Updated, please see Policy 5.15 above.
12. Transportation	Dear Committee Members, I respectfully urge, as a private citizen, the PASC to include a policy in the new Comprehensive Plan requiring the City to safely maintain all City-owned rights-of-way. Our home on Spindrift Lane was built in 1972, when many village streets were unpaved. For more than 50 years, residents have paid the same City taxes and utility fees as other neighborhoods, yet the public right-of-way on our	Recommend no adoption of any new Transportation policies. Policies must comply with the recently adopted 2023 Nehalem Bay Transportation System Plan. Policies for newly adopted planning documents must be represented in Comprehensive Plan updates per guidance from DLCD.

	street-and on many other unpaved streets throughout Manzanita-has received no City maintenance. Since construction of a new home nearby, the City-owned right-of-way has experienced repeated flooding that restricts beach access and creates a safety hazard, particularly for young children. I am not asking that the street be paved. I am simply asking that the City accept responsibility for basic maintenance and stormwater management within its own rights-of-way, just as it does elsewhere in Manzanita. I respectfully request that the PASC include a Comprehensive Plan Policy directing the City to maintain all City-owned rights-of-way in a safe and equitable manner for the benefit of all citizens and neighborhoods. Suggested Comp Plan Policies: Transportation - Policy 3.9: Prioritize maintenance of public streets and rights-of-way to provide safe access for pedestrians, cyclists, motorists, emergency vehicles, and beach access in all neighborhoods, including those served by unpaved streets."	
	Goal 1: Page 96 – Add village character Clarify POLICY 1.6: "Support streetscape improvements to downtown areas, including, but not limited to, improved landscaping pedestrian scale lighting, benches, bicycle racks, and street trees consistent with the village character of Manzanita."	See comment above.
	Goal 3: Page 98 – Clarify who is responsible for street improvements	Update Policy 3.5: by adding 'city standards' piece.

	to city standards, (paved) as distinct from maintenance of all existing ROW. Revise POLICY 3.5: “Mandate that constructing streets in new subdivisions, planned developments, or in rights-of-way improvements to city standards where no improved street exists shall be the responsibility of the developer or the adjacent property owners. The City shall share costs in the following way: On existing dedicated, but unimproved streets, which are arterials or feeders, the City will pay the difference in pavement width between the existing width and arterial or feeder width. On existing dedicated unimproved or underimproved residential streets, the abutting property owners shall pay all costs of the improvement. Substantial improvement of existing street intersections shall be the responsibility of the City. There shall be no city participation in bearing the cost of streets in subdivisions or planned developments. Owners wishing to build access to their property on unimproved rights-of-way must adhere to City Street Standards	Allowed change as it does not significantly change the TSP policy.
	Goal 3, policy 3.4- split into two policies. 1. Discourage property owners from improving street rights-of-way with landscaping, driveways, walkways and similar projects, especially in the vicinity of water, sewer, and storm drainage lines. 2. All parking required by the zoning ordinance must be useable by the property owners, generally not exceeding 10% grade from the street.	
	Page 98 – Add a clear maintenance Policy as part of PUBLIC FACILITIES & SERVICES (in addition to make it clear and reinforced in TRANSPORTATION)	See comment above about adding any new policies to this chapter.

	Add POLICY 3.9: “Prioritize maintenance of public streets and rights-of-way to provide safe access for pedestrians, cyclists, motorists, emergency vehicles, and beach access in all neighborhoods, including those served by unpaved streets.”	
13. Energy Conservation	Goal 3: Page 104 – Add transit signage Add signage to POLICY 3.1 Coordinate with transit providers, like the NW Connector, to expand shared and accessible transportation options for residents and visitors. Promote clear, visible, and accessible transit stop signage for residents and visitors.	Revise Policy 3.1: Coordinate with transit providers, like the NW Connector, to expand shared and accessible transportation options for residents and visitors, such as promoting clear, visible, and accessible transit stop signage.
	Goal 4: Page 104 – Reinforce policy to add extended periods, a major earthquake could cut fuel delivery access to Manzanita by up to 6 months. Add to POLICY 4.3: “Plan for energy resilience and essential operations for extended periods following major disasters by incorporating backup power and renewable systems into critical infrastructure and emergency facilities.”	Revise Policy 4.3: Plan for energy resilience and essential operations for extended periods following major disasters by incorporating backup power and renewable systems into critical infrastructure and emergency facilities.
	P.102. Is there a reason that internet service providers are not a part of the discussion of Utilities?	Internet providers are mentioned in the Public Facilities and Services section. Update text to include: Current utilities that serve Manzanita consist of the Tillamook People’s Utility District (PUD) and various internet providers.
17. Coastal Shorelands	Goal 2: Provide safe, equitable, and sustainable public access to Manzanita's coastal shorelands, beaches, and	Update Policy 2.1: Develop and maintain a comprehensive Public Access Plan identifying all beach access points, parking, path identification,

	waterways while preserving natural and cultural resources. Policy 2.1: Develop and maintain a comprehensive Public Access Plan identifying all beach access points, emergency routes, and opportunities for improved signage, safety, and maintenance. (Define to include Parking, Paths, Path identification), and Who is accountable for the maintenance.	emergency routes, and opportunities for improved signage, safety, and maintenance.
	P.118, Policy 4.1. Thanks for including Clatsop-Nehalem but this should also include the Confederated Tribes of the Siletz.	Include reference to the Confederated Tribes of the Siletz.
18. Beaches and Dunes	Goal 1 Page 124 – The current language is confusing. Does proposed Policy 1.4 intend that every future foredune grading proposal require a Comprehensive Plan amendment, or only that grading occur pursuant to an area-wide Foredune Management Plan that has been adopted as part of the Comprehensive Plan? It is not clear. Hierarchy should be clear: Comprehensive Plan → Foredune Management Plan → individual grading proposal/permit. Suggest staff come back with a coordinated recommendation for policies 1.3, 1.4 and 2.5 together for clarification and legal test before adoption, rather than trying to interpret Policy 1.4 in isolation. Given that, below is one draft suggestion for Policy 1.4: Existing Draft Policy 1.4: “Uphold that foredune grading for view enhancement or to prevent on-going sand inundation may be allowed in foredune areas where an overall plan for managing the foredune grading is prepared. Before grading can begin, the foredune grading plan must be adopted as an	Recommend to not update policy. The Foredune Management Plan will need to be updated and policies amended in the Comprehensive Plan after adoption.

	amendment to the Comprehensive Plan.” Suggested Revised Policy 1.4: “Allow foredune grading for view enhancement or prevention of ongoing sand inundation only where authorized by an area-wide Foredune Management Plan adopted as part of the Comprehensive Plan and consistent with Statewide Planning Goal 18. Require individual grading activities to comply with the adopted Foredune Management Plan and all applicable local, state, and federal requirements.”	
	I have some concerns I'd like to voice for the Comprehensive Plan you are working to approve. Can you please forward this note onto the team that is responsible for working that. I'm hoping they will contact me to get my questions answered and allow me to voice my concerns in any upcoming public hearings or ways to provide my input into the process. I am VERY concerned about the sand dunes that are just south of Laneda being reduced by homeowners that are trying to improve their view. These SAND DUNES are IMPERATIVE to the natural barrier from rising tides, king tides and other phenomenon that could destroy / threaten the entire town of Manzanita. I truly hope the city will keep the current moratorium indefinitely on view improvement efforts to reduce the size of our sand dunes!! Please let me know how I (and many of my neighbors) can provide our input into the process of finalizing the comprehensive plan.	Policy 1.4 addresses the need for a Dune Management Plan and a complete process with it's own adoption and community feedback opportunities.
	Goal 1: Protect the natural functions, scenic beauty, and ecological integrity of Manzanita's beaches and dunes.	Recommend to not update with the suggested changes.

	Policy 1.3: Update the Dune Management Plan to establish clear and current standards for dune preservation, restoration, and maintenance that reflect current conditions and meet the needs of the community (and property owners)) and the health of the dune system. Incorporate guidance on vegetation management, erosion control, and compatible recreation uses. Policy 1.4: Uphold that foredune grading for view enhancement or to prevent ongoing sand inundation may (Shall) be allowed in foredune areas where an overall plan for managing the foredune grading is prepared. Before grading can begin, the foredune grading plan must be adopted as an amendment to the Comprehensive Plan (What is involved in amending the CP?)	• Property owners and the community are synonymous • 'may' is more representative than 'shall' in this situation • The amendment process is outlined in other city documents
	Goal 2: Ensure responsible public access and use of beaches and dunes while protecting natural and cultural resources. Policy 2.1: Maintain and improve public access (Define to include: Parking, Paths, Path identification) to and along the beach. All shoreline stabilization measures shall be reviewed to ensure that public access is preserved. Projects shall not restrict existing primary or secondary access sites. Policy 2.6: When reviewing proposals for permanent structures near beach access locations, prioritize the protection and enhancement of public access. Private beach access should be discouraged if adequate public access exists nearby. (Clarify who's responsible/accountable for maintaining and who pays public & emergency access)	Recommend to update Policy 2.1: Maintain and improve public access to and along the beach, by defining parking and identifying paths. All shoreline stabilization measures shall be reviewed to ensure that public access is preserved. Projects shall not restrict existing primary or secondary access sites. Recommend to not update Policy 2.6. Identifying responsibility and management of areas will be coordinated through the City, County, Oregon Parks and Recreation Department, and others.
	Goal 3: Foster a culture of shared responsibility and environmental stewardship of Manzanita's beaches and dunes. Policy 3.1: Foster a culture of shared responsibility and	Update Policy 3.1: Foster a culture of shared responsibility and environmental stewardship of Manzanita's beaches and dunes. Promote community education and volunteer programs

	environmental stewardship of Manzanita's beaches and dunes. Promote community education and volunteer programs focused on dune ecology, habitat restoration, and beach cleanups in partnership with local schools, nonprofits, and Oregon Parks and Recreation Department. (include "local business friendly") Policy 3.2: Recognize and manage the beach and dune system as a shared public resource and key component of Manzanita's environmental identity, economy, and resilience through outreach and educational opportunities, such as working with local partners to host and educate at beach cleanup events. (include "local business friendly")	focused on dune ecology, habitat restoration, and beach cleanups in partnership with local schools, nonprofits, local businesses, and Oregon Parks and Recreation Department. Update Policy 3.2: Recognize and manage the beach and dune system as a shared public resource and key component of Manzanita's environmental identity, economy, and resilience through outreach and educational opportunities, such as working with partners like local schools, nonprofits, local businesses, and Oregon Parks and Recreation Department to host and educate at beach cleanup events.
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Chapter	DLCD Recommendation	Recommended Revision
Introduction	Pg 1. General comment - appreciate the inclusion of maps and data in each section! Make sure to document/cite all data referenced or used throughout each chapter of the comp plan and in maps to be very clear where the information came from. See comment in Goal 17 section related to this point. A bibliography or works cited page of some sort would be my recommendation.	Review and cite all referenced data and plans in bibliography.
	Pg. 5 Change "Division" to "Department"	Rename "Division" to "Department"
2. Land Use Planning	Pg 34. Change "Division" to "Department." The agency name change happened after the original comp plan was developed.	Rename "Division" to "Department"
5. Natural Resources, Scenic and Historic Areas, & Open Spaces	Pg 41. Change "Division" to "Department"	Rename "Division" to "Department"
	DLCD recommends that the Wetland Areas of Manzanita be revised to show data from the current Statewide Wetlands Inventory (SWI) or replace the map with a reference to the SWI. See DSL's Projects in Wetlands and Waters web page for more information. The SWI web map is available here. The wetland areas of manzanita map should not be removed from the comprehensive plan if it is not replaced with a current map or reference to the statewide wetland inventory.	Include new map showing wetlands, with data from the SWI. Include reference. Update current map "Natural and Cultural Resources Map" with updated wetlands with data from the SWI. Add policy: Comply with wetland land use notification to the Department of State Lands within five days after receiving applications for projects that

		remove, fill, or move material in wetlands, waters, or areas with soils identified in the Statewide Wetlands Inventory.
	Text from the original comp plan: 1. The City of Manzanita recognizes the need to conserve open space and protect natural and scenic resources. Planning policies shall be designed to preserve the low intensity character of the community, to promote uses which preserve natural values, such as the presently abundant plant and animal habitat, and to preserve the scenic character of the town. DLCD supports a revision to this policy to describe measures for complying with Goal 5 for natural resources that do not rely on preserving the low intensity character of the community. Consider adding a policy to pursue adoption of a riparian resource inventory and protection measures for locally significant riparian areas, consistent with Goal 5 and OAR 660-23-0090. Consider adding a policy to pursue adoption of a local wetlands inventory and protection measures for locally significant wetlands consistent with Goal 5 and OAR 660-23-0100. Consider adding a policy to pursue adoption of a local wildlife habitat resource inventory and protection measures for locally significant wildlife habitat, consistent with Goal 5 and OAR 660-23-0110.	This text was highlighted as not to remove from Goal 5 policies to another section (this is a goal 5 policy and should not be moved to goal 4 policies) This was in fact a mistake written in the policy matrix crosswalk. It was listed as being incorporated into Goal 4 and Policies 4.1-4.3 with refined language. This has since been updated to be the correct incorporation into Goal 3 and Policies 3.1-3.4. Add policy 1.8: Adopt and maintain resource inventories and protection measures for locally significant riparian areas, locally significant wetlands, and for locally significant wildlife habitat. All inventories must be consistent with Goal 5 and applicable OAR standards.
	Text from the original comp plan: 3. If archeological sites are identified in the City, the City will coordinate with the State Historic Preservation Office in establishing a review procedure that meets the requirements of Oregon Administrative Rule 600-16-000 through 660-16-025.	Policy 2.4 addresses this concern: Coordinate with the State Historic Preservation Office to establish a review procedure that meets state requirements if archeological sites are identified in the City. The City will also monitor and implement the provisions of the revised Statewide Planning Goal 5

	Consider recognizing the city's need to comply with the new Goal 5 cultural areas rule, OAR 660-023-0210, which will be effective In January 2027.	cultural resources rule, including coordination with Tribal Governments to identify and protect locally significant cultural areas, as appropriate.
	Policy 1.3: Delete this policy. There is an existing estuary management plan for Nehalem. Manzanita does not have authority within the estuary. See my comments in the Chapter 17 section for more detail. A policy could be added to acknowledge the jurisdictional relationship.	Delete policy
	I recommend adding, either in <i>Natural Resources, Scenic and Historic Areas, and Open Spaces</i> Goal 2 or <i>Areas Subject to Natural Hazards</i> Goal 1 or Goal 3, a policy that supports working with the Oregon Parks and Recreation's Oregon Heritage Program to develop a Disaster Resilience Plan for Heritage Resources in Manzanita. That would help address potential impacts to historic buildings, archaeological artifacts, museum exhibits, etc.	Add policy 2.5: Coordinate with the Oregon Parks and Recreation's Oregon Heritage Program to develop a Disaster Resilience Plan for Heritage Resources in Manzanita.
6. Air, Water, and Land Resources Quality	Original text from the comp plan: 6. Manzanita will review all Department of Environmental Quality permits, notices of construction, air contaminant discharge permits, and indirect source construction permits, to ensure that the proposed activity is consistent with the Comprehensive Plan. The City will formally respond only in those instances where there may be conflict between the Comprehensive Plan and the activity for which the permit is being sought. This policy must be consistent with the city's obligation to provide a land use compatibility statement (lucs) when a lucs is requested by department of environmental quality (deq), or an applicant for a deq permit.	Add policy 1.8: Review all Department of Environmental Quality permits, notices of construction, air contaminant discharge permits, and indirect source construction permits, to ensure that the proposed activity is consistent with the Comprehensive Plan. The City will respond to instances where there may be conflict between the Comprehensive Plan and the activity for which the permit is being sought.
7. Areas Subject to Natural Hazards	Revise pg. 54 - ODEM does not map the floodplain. Revise to state: The effective flood maps identifies that most of Manzanita and its Urban Growth area lie outside of the	Revise to suggested text on pg 54.

	mapped special flood hazard area, although some oceanfront properties are located within the mapped flood-prone areas. The background information is very nicely done. In addition to the hazards mentioned and described (Earthquakes, tsunamis, coastal erosion, landslides, and wildfires) I encourage the City to also acknowledge and similarly briefly describe the hazards grouped under “Severe Weather” addressed in the NHMP: Drought, Windstorms, Winter Storms, and Extreme Temperatures.	Update text in introduction to include “severe weather” and a brief statement of how it effects the city.
	Goal 1, Policy 1.2: For consistency between the background at the beginning of the chapter, the goals and policies, and the hazards addressed in the NHMP, I suggest the background section include mention and description of sea level rise and its relationship to coastal erosion. (This can be taken from the NHMP.)	Add sea level rise and its relationship to coastal erosion in the introduction text, utilizing information from the NHMP.
	Pg 55. Could add state agencies to this list, namely OEM and DOGAMI (recommendation, not required)	Add state agencies to information list
	Pg 55. These are great maps! Make sure the underlying data is cited somewhere (meaning report title, date published, web-link, author, etc.) within the comprehensive plan or any appendices, especially if the maps or data are used for regulatory purposes. DOGAMI does sometimes update their online viewers and its important that the city adopts a static publication(s) and map(s). We created a bibliography for the City of Newport during one of their updates. A similar approach could be used here for all the inventories referenced and used throughout the comprehensive plan so you know where the data has come from to create the factual basis of the plan.	Cite all data and plans in an end bibliography.
	Pg 57. Could add a policy related to limiting future placement	Update Policy 1.4: Utilize the development code to

	of critical facilities in high hazard areas, or it could possibly fit in either policy 1.4 or 1.5. We see it's in Policy 4.6 in the Public Facilities chapter, but might be good to include in the hazards section too since it's directly hazards related. (recommendation, not required)	provide incentives and regulations to manage development in areas prone to natural hazards and limit future placement of critical facilities in high hazard areas.
	Goal 1, Policy 1.1: Edit: <i>Coordinate with Tillamook County and the Department of Land Conservation and Development's Natural Hazards Division Program on regularly updating and maintaining the Natural Hazard Mitigation Plan (NHMP) and update related plans as new information becomes available or after major hazard events.</i>	Update policy 1.1 to suggested text.
	Goal 1, Policy 1.3: Edit: <i>...integrate these maps into City GIS systems for ongoing analysis, and into the NHMP and Comprehensive Plan.</i>	Update policy 1.3 with suggested text.
	Policy 1.6: Could add, "and enhance" (recommendation, not required)	Update Policy 1.6: Maintain and enhance wetlands, riparian buffers, and natural drainage systems as multi-benefit areas for flood storage, water quality protection, and habitat preservation.
	Pg 58: Could add a policy related to hazard preparedness outreach and education for tourists too, i.e. partnering with tourism bureau and/or hotels/short term vacation rental properties, etc. (recommendation, not required)	Add Policy 2.4: Provide readily-available hazard preparedness information and education to visitors, partnering with the tourism bureau, vacation rental companies, and local hotels.
	Goal 3, Policy 3.3: If a windstorm disaster occurred (as it has), as written, this policy would require expediting land use review for development in the windstorm-affected area while balancing code requirements related to floodplains(!). Given Policy 1.4, Policy 3.3 could be rewritten to read, <i>Expedite the land use review processes for development in areas affected</i>	Update policy 3.3 to suggested text (addresses comment below as well)

	<i>by natural hazard events, while balancing related code requirements, including those to be developed under Goal 1, Policy 1.4.</i> Natural Hazards Goal 3, Policy 3.3 seems to have an editing error: Expedite the land use review processes for development in areas affected by natural disaster, while balancing code requirements related to floodplains. Balancing should be done for all code requirements, not only the floodplain code.	
8. Parks & Recreation	Policy 2.6: Could add tribal coordination here. (recommendation, not required)	Update Policy 2.6: Coordinate with state and federal agencies and Tribal Governments to ensure recreational planning and shoreline protection measures on public lands are consistent with local needs, environmental protection goals, and community character, including limitations on motorized vehicle use on beaches consistent with state regulations.
	Page 67, Goal 3, Policy 3.2 If this refers to culturally significant areas for tribes, it is important to include tribal voices in this policy development. Many tribes do not want culturally significant areas to be publicly known because of vandalism.	Coordinate with Tribe to review There is no identification of culturally significant areas for tribes in the plan.
	Text from original comp plan: 12. Conserve natural wildlife habitats by concentrating future development in areas designated for urbanization and by preserving unique wildlife areas. This is a goal 5 policy and should not be moved to goal 3 policies. Consider adding a policy to pursue adoption of a local wildlife habitat resource inventory and protection measures for	This has been moved to Land Use Planning Goal 5 as demonstrated in the Comprehensive Plan Goal and Policy Matrix Crosswalk. A policy on local wildlife habitat resource inventory and protection measures has been provided above in the Goal 5 chapter. See recommendation above.

	locally significant wildlife habitat, consistent with Goal 5 and OAR 660-23-0110.	
10. Housing	On Goal 1 Blue Box referencing “population growth forecasted”: Per changes to Goal 10, cities no longer use the population forecast to estimate needed housing. Instead, they should use the state-allocated housing need (Oregon Housing Needs Analysis). It is recommend replacing “population growth forecasted”: with "housing need."	Update Goal 1 to: Maintain an adequate supply of land and housing opportunities based on the housing need for the next 20 years, as required by state law.
	Goal 1: Policy 1.3: It is recommend striking “in response to growth and”. In compliance with statute and rules, Manzanita must update their HCA every 8 years regardless of whether the forecast shows increased population growth.	Update policy 1.3: Work with Tillamook County to update the coordinated population forecast and the City’s Housing Capacity Analysis in response to growth and as required by state law.
	Goal 2: Policy 2.2: Per ORS 197A.400, local governments must apply clear and objective standards, conditions and procedures regulating housing development, so this policy appears to be inconsistent with this requirement. Additionally, Goal 1 does not specifically require review of development applications, but rather, "Citizens shall have the opportunity to be involved in the phases of the planning process as set forth and defined in the goals and guidelines for Land Use Planning, including Preparation of Plans and Implementation Measures, Plan Content, Plan Adoption, Minor Changes and Major Revisions in the Plan, and Implementation Measures." It is recommend to strike this policy.	Remove Policy 2.2 as directed.
11. Public Facilities & Services	Policy 5.10: Could add "beach access" to this list of alternative uses of right-of-ways. (recommendation, not required)	Update policy 5.10: Utilize street right-of-way which cannot be improved due to steep topography, or other valid reason, for other purposes, such as parks or open space, walking trails, greenbelts, or beach access.
12. Transportation	Policy 3.8: Same comment here as above - could add "beach	Update Policy 3.8: Utilize street rights-of-way which

	access" to the list. (recommendation, not required)	cannot be improved due to steep topography, or other valid reason, for other purposes, such as parks or open space, walking trails, greenbelts, or beach access.
14. Urbanization	Policy 4.1: Add to this list "beaches and dunes", add "natural" between "sensitive" and "resource"	Update Policy 4.1: Limit development on lands identified as environmentally constrained or unbuildable, including floodplains, wetlands, beaches and dunes, and other sensitive natural resource areas.
	Add, at a minimum, a reference page to all their adopted documents (adopted) that support the comprehensive plan. This includes the development code, but other things would be (as applicable): • Acknowledged Documents (for which PAPAs have been filed) • Housing capacity analyses • Economic opportunities analysis • Water, sewer, and stormwater master plans • Transportation system plan • Any Goal 5 implementation documents • Coastal Goal implementation documents (for example, there is some reference to a Foredune Management Study or similar) • Parks plan • Hazard mitigation plan • Historic district or historic resource adoption studies and documentation • Urban Growth Management Agreement with Tillamook County • School district facility needs analysis	Include works cited page and acknowledged documents

	• Etc. Including these documents as supporting documents to the comprehensive plan provides the city with a factual and policy basis for decision-making.	
17. Coastal Shorelands	Pg 113: Goal 17 does require inventory information. This chapter does not reference an inventory, only a list of the lands to be included in the shorelands boundary. However, the appropriate inventory information is described elsewhere in the comp plan - under Goal 5, Goal 7, Goal 8, and Goal 18. Please make a clear reference or statement(s) within this chapter to describe the inventory information used to develop the coastal shorelands boundary, which could just be referencing those other chapters. A clear description of the coastal shorelands boundary map needs to be included here as well. How was the boundary drawn? DLCD did produce metadata along with the map so that information should be available.	Reference inventories described under Goals 5, 7, 8, and 18. Note that this inventory information was used to develop the coastal shorelands boundary. Include a clear description of the coastal shorelands boundary map (used DLCD metadata) Add description: "The Manzanita coastal shorelands include areas bordering Nehalem Bay and the Pacific Ocean. The area bordering Nehalem Bay includes land within the UGB and extending inland 50 feet beyond the wetlands area defined in DOGAMI Open-File Report O-20-04. The area bordering the Pacific Ocean includes land within the UGB and extending inland to the eastern edge of those parcels some portion of which is within 75 feet of the westernmost edge of the westernmost parcels."
	Pg 114. Since this is a short list without much additional context, it should reflect the actual areas within the city's coastal shoreland boundary and not just what the goal says. For example, the city does not have any areas necessary for water-dependent and water-related uses or coastal headlands within their jurisdiction.	In list include description of areas in the city that are affected by each topic area. If they are not relevant to the city, state it.
	Pg. 114. Add additional narrative text to address key goal requirements that are not applicable to the city but to show that they were acknowledged in the planning process. Here	Update text to include recommended information: "The Nehalem Estuary is classified as a Shallow-Draft Development Estuary. While Manzanita does border

	are my suggestions: "The Nehalem Estuary is classified as a Shallow-Draft Development Estuary. While Manzanita does border this estuary, Tillamook County and the cities of Wheeler and Nehalem have jurisdictional authority over the estuary, in coordination with state and federal agencies." "The majority of Manzanita's coastal shorelands are along the ocean with a small amount of shorelands along the Nehalem River Estuary within the city's Urban Growth Boundary. The vast majority of the city's coastal shoreland areas are residential with a very small portion in Commercial. The city has determined that it does not have or need water-dependent zones because of the unique characteristics of its shoreland areas. The city also does not have any or a need for designated sites for estuary mitigation, restoration, or dredged material disposal as those sites are identified and protected by the cities of Wheeler and Nehalem and Tillamook County for the purposes of managing the Nehalem River Estuary."	this estuary, Tillamook County and the cities of Wheeler and Nehalem have jurisdictional authority over the estuary, in coordination with state and federal agencies." "The majority of Manzanita's coastal shorelands are along the ocean with a small amount of shorelands along the Nehalem River Estuary within the city's Urban Growth Boundary. The vast majority of the city's coastal shoreland areas are residential with a very small portion in Commercial. The city has determined that it does not have or need water-dependent zones because of the unique characteristics of its shoreland areas. The city also does not have any or a need for designated sites for estuary mitigation, restoration, or dredged material disposal as those sites are identified and protected by the cities of Wheeler and Nehalem and Tillamook County for the purposes of managing the Nehalem River Estuary."
	Pg 114. Recommend adding definitions of public access and primary vs. secondary access in this list.	Add definitions of 'public access, primary access, and secondary access' to the callout box.
	Policy 1.4: Add the Department of State Lands to Policy 1.4 since they have authority within wetland areas. Delete "estuary management" from the policy as it is not applicable.	Update Policy 1.4: Coordinate with the Oregon Parks and Recreation Department, the Department of Land Conservation and Development, the Department of State Lands, Tillamook County and other state and federal agencies to align wetland and shoreline management actions with applicable state and federal standards.

	Policy 2.3: Do these terms get defined somewhere? (primary vs. secondary). See comment above for suggested placement of the defined terms.	Addressed in comment above.
18. Beaches and Dunes	Pg 121: Change second sentence in #3 to “ This requires an approved foredune management plan that covers an entire management unit, ensures flood protection, maintains sand supplies, and stabilizes sand post-grading through planting and maintaining vegetation.”	Update text to: Dune Grading: Foredune grading for views is allowed in limited cases for existing developments. This requires an approved foredune management plan that covers an entire management unit, ensures flood protection, maintains sand supplies, and stabilizes sand post-grading through planting and maintaining vegetation.
	Pg 121: Could add “for any non-recreational activities or improvements, including but not limited to...”	Update text to: Ocean Shore Regulation: Oregon’s ocean beaches are regulated by the Oregon Parks and Recreation Department (OPRD) under the "Beach Bill." OPRD oversees permits for activities affecting shorelands west of the statutory vegetation line for any non-recreational activities or improvements, including but not limited to beachfront protective structures, stairways, and walkways that encroach on public beaches.
	Pg 121: add beachfront. As in beachfront protective structures.	Added above, see text.
	Pg 121: Add the word "beachfront" before "protective structures" as that is the term used in Goal 18. Alternatively, you could use the term “structural shoreline stabilization solutions” as that will be defined in DLCD's current rulemaking for Senate Bill 504.	Update text to: Shoreline Armoring: Beachfront protective structures like riprap and seawalls are only.
	Policy 1.6: Add the inventory of eligible vs. ineligible lots here as the OCMP inventory could get updated over time, so the	Add map or list to inventory eligible vs. ineligible lots for protective structures only where development

	city must have a static copy/inventory.	existed on or before January 1, 1977.
	Policy 1.7: Appreciate the least impacts alternative hierarchy. Suggest adding “nature-based” to #2 (Nonstructural nature-based erosion control) as this is the term that will be used under the Senate Bill 504 rulemaking currently underway.	Update Policy 1.7: Permit beachfront protective structures only if: a. Visual impacts are minimized; and b. Long-term public access to and along the beach is maintained; and c. Negative impacts on adjacent property and the public beach are minimized; and d. Long-term or recurring costs to the public, including but not limited to adverse impacts to the public beach, are avoided; and e. The owner is responsible for long-term maintenance of the structure and for the removal of failed erosion control materials. f. It is demonstrated that land-use management practices and nonstructural solutions cannot feasibly alleviate the hazard; and g. The action is designed to minimize adverse impacts on water currents, erosion, and accretion patterns; and h. State resource agency recommendations are followed; and i. Lower impact solutions are incorporated into the project; and j. Lower impact solutions alone are not feasible. k. The order of solutions, from lowest impact to highest impact are: Avoiding the hazard, moving the building Non-structural nature-based erosion control Hybrid erosion control (Non-Structural, supported by Structural) Beachfront Protective Structure with persistent vegetation

		Beachfront Protective Structure with no persistent vegetation.
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City of Manzanita

COUNCIL ORDINANCE No. 26-04

AN ORDINANCE OF THE CITY OF MANZANITA, OREGON ADOPTING AN UPDATED COMPREHENSIVE PLAN

WHEREAS, Oregon laws require municipalities to adopt and update a Comprehensive Plan periodically consistent with Oregon's 19 statewide planning goals; and,

WHEREAS, the updated plan addresses the guidelines of each of the 19 statewide planning goals, as applicable to a coastal community such as Manzanita; and

WHEREAS, the City of Manzanita adopted a Comprehensive Plan in 1975, made numerous updates during the intervening decades and last updated the plan in 1996; and

WHEREAS, the Planning Commission conducted a fully noticed legislative public hearing on August 10, 2026 and continued the hearing to a date certain on September 14, 2026 receiving public testimony and recommended that the City Council adopt the updated Comprehensive Plan; and

WHEREAS, the City of Manzanita appointed a Public Advisory Steering Committee for community engagement and public agency consultation purposes, and the Public Advisory Steering Committee met 18 times over several years and conducted three Community Summits organized around the vision statement and the statewide planning goals; and

WHEREAS, the updated Comprehensive Plan contains a vision statement, policies maps and data; and

WHEREAS, the City Council held a legislative hearing on October 7, 2026 and continued the public hearing to a date certain on November 4, 2026;

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

Section 1. The City Council hereby adopts the updated Comprehensive Plan of Manzanita Oregon (Exhibit A, attached)

Section 2. The updated Comprehensive Plan shall be and is hereby declared to be in full force and effect 31 days from the date of passage.

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:

Jennifer Watkins, City Manager/Recorder