

**LINCOLN CITY PLANNING COMMISSION
MINUTES
February 1, 2022**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL

Attendee Name	Title	Status	Arrived
Glenn Johnson	Commissioner	Excused	
Melissa Sumner	Commissioner	Present	
Marci Baker	Commissioner	Excused	
Robert Vincent	Commissioner	Present	
Kim Blackerby	Chair	Present	
Lenny Nelson	Commissioner	Excused	
Miles Schlesinger	Commissioner	Present	

2. AGENDA CHANGES OR REVISIONS

None.

3. MINUTES

3.1. Planning Commission - Regular Meeting - Jan 18, 2022 6:00 PM

MOTION:	Approve as written
MOVER:	Robert Vincent
SECONDER:	Miles Schlesinger
AYES:	Melissa Sumner, Robert Vincent, Kim Blackerby, Miles Schlesinger
EXCUSED:	Glenn Johnson, Marci Baker, Lenny Nelson
RESULT:	Passed

4. FINAL ORDERS, RESOLUTION, & WRITTEN COMMUNICATIONS

None.

5. PUBLIC HEARINGS/DELIBERATIONS

5.1. ZOA 2022-03 Bluff Erosion ordinance amendment

Commissioner Blackerby opened the public hearing at 6:04 pm, noting no abstentions or disqualifications.

Anne Marie Skinner, Planning and Community Development Director, presented the staff report. The proposed Zoning Ordinance Amendment is a simple word change meant to improve the ability of staff to review bluff erosion setback requirements. Current code designates a setback of 60 x the **maximum** annual erosion rate as determined by geotechnical analysis. The proposed change is to replace the term maximum with the term **average**.

Commissioner Blackerby asked how long the code had read maximum. Director Skinner responded that it was changed in 2019 under previous leadership. Commissioner Blackerby also asked how often a geotechnical analysis is completed. Director Skinner replied that geotechnical analyses are only required when a property owner seeks to develop a property located within the designated bluff erosion zone. It is the responsibility of the private property owner.

Commissioner Vincent wished to know when was the last time a geotechnical analysis of bluff erosion was done, and if the City has data regarding the average rate of erosion. Director Skinner stated that average bluff erosion rates vary from site to site and are dependent on a number of factors, including the composition of soils on a particular property. Commissioner Blackerby asked to clarify whether or not there is an official Lincoln City geotechnical study that determines erosion rates, and how such studies are conducted. Director Skinner responded that geotechnical specialists utilize a data from a variety of sources, including use of LIDAR (a technology using laser imaging, detection, and ranging), aerial photos, information from National Oceanic and Atmospheric Administration (NOAA).

No members of the public were present at the meeting. Commissioner Vincent moved to close the public hearing, seconded by Commissioner Sumner, and approved unanimously by the Commission. There was no additional discussion.

Commissioner Vincent motioned to forward proposed Zoning Ordinance Amendment 2022-03 to the City Council for review and approval. Commissioner Sumner seconded the motion which was passed unanimously.

MOTION:	Recommend approval of ZOA 2022-03 Bluff Erosion as written to City Council
MOVER:	Robert Vincent
SECONDER:	Melissa Sumner
AYES:	Melissa Sumner, Robert Vincent, Kim Blackerby, Miles Schlesinger
EXCUSED:	Glenn Johnson, Marci Baker, Lenny Nelson
RESULT:	Passed

6. OLD BUSINESS

None.

7. NEW BUSINESS

None.

8. PLANNING COMMISSION TRAINING

8.1. Training

Director Skinner presented a training video made by the Oregon League of Cities entitled “Public Meetings in Oregon—Legal Requirements & Best Practices.” City Attorney Richard Appicello was on hand to answer any questions from the Commission.

Director Skinner discussed additional training opportunities. Commissioners were asked to respond via email if they would like to be registered for a recommended 6-hour on demand video training. Commissioner Sumner responded that she was interested in the training.

Commissioner Blackerby stated he very much appreciated the training on public meetings requirements in Oregon.

9. REPORTS AND COMMENTS

Commissioner Blackerby asked Director Skinner for an update regarding progress hiring additional Planning staff. In response Director Skinner introduced new Assistant Planner and future Planning Commission minutes taker Andrea Riner. Director Skinner also reported that another Assistant Planner, Austin Hull, started January 10. The team is fully staffed and training is up and running. Commissioner Blackerby also asked for an update on the City Manager hiring process. Director Skinner shared that the City Council had voted unanimously at their January 24th meeting to direct City staff to move forward with contract negotiations with the final candidate.

10. FUTURE AGENDA ITEMS & NEXT MEETINGS

The next Planning Commission will include a Public Hearing to for a zoning ordinance amendment required to revise applicable Title 17 sections referring to duplexes. Oregon State Law (HB 2001) was passed in 2019 requiring that codes for municipalities larger than 10,000 population not differentiate between single family and duplex dwellings.

No training is planned for the next meeting as Commissioner Johnson and Commissioner Sumner are likely to be absent/excused.

Director Skinner advised the Commission that the Comprehensive Plan Update process will be underway soon. The current schedule will be to initiate public outreach at the Planning Commissions last meeting in March 2022, with approximately one meeting per month to follow until adequate public input data is received.

Based on input from each of the Planning Commissioners, the top five goals of the Comp Plan Update will address the following, in order of priority:

1. Housing;
2. Public Facilities and Services;
3. Transportation;
4. Coastal Shorelands; and
5. Ocean Resources tied with Open Spaces, Scenic and Historic Areas, and Natural Resources.

Director Skinner stated that she is excited to start working with the Commissioners on the plan update, and that the public notification process would begin shortly.

Commissioner Vincent asked to clarify how the duplex rule change relates to the Housing discussion. Director Skinner emphasized that the duplex revisions are required in order to comply with Oregon State Law, and would be addressed as a separate agenda item.

11. ADJOURN

The meeting was adjourned at 6:58 pm.

Respectfully submitted,

Anne Marie Skinner
Planning Director

Kim Blackerby
Chair