

**LINCOLN CITY PLANNING COMMISSION  
MINUTES  
July 19, 2022**

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

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Steve Griffiths	Commissioner	Present	
Mellissa Sumner	Commissioner	Excused	
Marci Baker	Commissioner	Present	
Robert Vincent	Commissioner	Present	
Kim Blackerby	Chair	Present	
Charlsy Affuso	Commissioner	Present	
Miles Schlesinger	Commissioner	Present	

**1.1. Introduction of New Planning Commissioners**

Planning Director Anne Marie Skinner welcomed new Planning Commission members Charlsy Affuso and Steve Griffiths. Commissioner Affuso's term will extend to December 2025 and Commissioner Griffith's term will extend until December 2022. Director Skinner asked each of them to introduce themselves.

**2. AGENDA CHANGES OR REVISIONS**

Director Skinner reminded the Planning Commission that there would be no public hearings at this meeting. Item 5.1 for VAR 2022-03 was withdrawn by the applicant and Item 5.2 was continued to a later meeting.

**3. MINUTES**

**3.1. Planning Commission - Regular Meeting - Jul 5, 2022 6:00 PM**

<b>MOTION:</b>	Approve the minutes of the July 5th Planning Commission meeting as written
<b>AYES:</b>	Baker, Vincent, Blackerby, Schlesinger
<b>ABSTAIN:</b>	Griffiths, Affuso
<b>EXCUSED:</b>	Sumner
<b>RESULT:</b>	<b>Passed</b>

**4. FINAL ORDERS, RESOLUTION, & WRITTEN COMMUNICATIONS**

**4.1. Final Order for CUP 2022-04 SE Lee Pump Station**

Commissioner Vincent moved to adopt Final Order 2022-08 for CUP 2022-04 SE Lee Pump Station as written. Commissioner Schlesinger seconded and the motion was approved with four members voting.

<b>MOTION:</b>	<b>Approve Final Order for CUP 2022-04 SE Lee Pump Station as written</b>
<b>MOVER:</b>	<b>Vincent</b>
<b>SECONDER:</b>	<b>Schlesinger</b>
<b>AYES:</b>	Baker, Vincent, Blackerby, Schlesinger
<b>ABSTAIN:</b>	Griffiths, Affuso
<b>EXCUSED:</b>	Sumner
<b>RESULT:</b>	<b>Passed</b>

**4.2. FO 2022-09 for EXT 2022-01 Final Order of Time Extension of The Cove**

Commissioner Baker moved to approve Final Order 2022-09 for EXT 2022-01, the time extension for The Cove. Commissioner Vincent seconded and the motion passed with four members voting.

<b>MOTION:</b>	<b>Approve FO 2022-09 for EXT 2022-01 Final Order of Time Extension of The Cove as written</b>
<b>MOVER:</b>	<b>Baker</b>
<b>SECONDER:</b>	<b>Vincent</b>
<b>AYES:</b>	Baker, Vincent, Blackerby, Schlesinger
<b>ABSTAIN:</b>	Griffiths, Affuso
<b>EXCUSED:</b>	Sumner
<b>RESULT:</b>	<b>Passed</b>

**5. PUBLIC HEARINGS/DELIBERATIONS**

**5.1. VAR 2022-03 Weston Deck (continued from previous hearings) WITHDRAWN BY APPLICANT**

This application has been withdrawn by the applicant.

**5.2. CPA ZC 2022-07 Spyglass Ridge (continued to August 16, 2022)**

This item has been continued to August 16, 2022.

**6. NEW BUSINESS**

**6.1. Housing Needs Analysis Update**

Director Skinner introduced the Housing Needs Analysis Update and the consultant team, including FCS Group and 3J Consulting. She explained to the Commission that findings from this analysis will inform the development of Goals and Strategies for the Housing component of the Comprehensive Plan.

Tim Wood, Senior Analyst for FCS Group, presented the Housing Needs Analysis Update, including population projections, housing inventory and tenancy data, and information regarding housing costs and future demands. Themes from the stakeholder interviews were also reviewed. The presentation concluded with a set of potential housing tools and strategies for consideration by Lincoln City in inclusion of the updated Comprehensive Plan.

Responding to a question from Commissioner Griffiths, Mr. Wood stated that the Portland State University (PSU) projections for a slower growth rate may be revisited in the next update and suggested the City work with their Department of Land Conservation and Development (DLCD) regional representative to advocate for any desired changes. Director Skinner clarified that the projections were for the urban growth boundary, not just the city limits of Lincoln City.

Responding to a question from Chair Blackerby, Mr. Wood stated that the seasonal housing numbers included both second homes and vacation rental dwellings (VRDs), and this data was derived from the United States Census.

Responding to a question from Chair Blackerby, Director Skinner stated that so far this year the City was on track to exceed 2021 numbers for residential building permits.

Responding to a question from Commissioner Griffiths regarding the stakeholder interview results, Director Skinner clarified that although there is a perception that the City lacks smaller lots for smaller homes there is a significant supply. However, with the exception of The Villages many of these are encumbered by wetlands, flood hazard, bluff erosion and/or steep slopes making construction very expensive.

Commissioner Griffiths stated that he was concerned that the PSU population projections did not incorporate impacts that can reasonably be expected from the climate refugee phenomenon. Mr. Wood responded that recent migration changes due to work-from-home models and the pandemic will likely be addressed in future models.

Commissioner Baker asked if the needed acreage for housing included a calculation for roads and public facilities. Mr. Wood responded that the figures used went beyond the 18% factor commonly used and that they had selected a 25% or "safe harbor" factor for Lincoln City.

Responding to a question from Commissioner Blackerby, Director Skinner and Urban Renewal/Economic Development Director Alison Robertson provided an overview of the City's affordable housing fund as well as economic development funds also targeted towards housing. Director Robertson shared that the funding sources included allocations from a development outside of City limits in years prior, but that there was not a continuing budget allocation to the affordable housing fund.

Following a presentation of proposed housing strategies for the Comprehensive Plan Update, Director Skinner identified several that had already been incorporated into the code and were reflected in department practices.

Commissioner Griffiths asked what models exist for employer-provided housing. Mr. Wood shared that Tillamook Creamery has been studying the idea, but obviously they are a very large-scale employer. Commissioner Affuso added that the hospital provided housing but only for their traveling employees.

Mr. Wood shared a set of potential financial resources the City could consider to support affordable housing. Commissioner Griffiths asked for clarification regarding the construction excise tax in place in the City of Newport. Mr. Wood stated that the rate is based on project valuation.

Following the presentation, a member of the public requested an opportunity to speak via telephone. Annette Guido stated that she sees that a lot of work has been done and is impressed with the complexity of the analysis and the value of the consultants. However, she is concerned that the information lacks specificity to the unique characteristics of the Lincoln City community. Voices she feels that might be under-represented such as retirees, people who work from home, and second homeowners, many of whom have long-standing links to the community. She suggested as the Comprehensive Plan process move forward that representation of these groups be added to ensure the mandated statewide planning goal directives are met. She also emphasized the value of considering tsunami impacts in the development of housing policies and strategies.

Responding to a question from Chair Blackerby, Tim Wood stated that the language in the housing memorandum is from the 2017 Housing Analysis report and that there is no Lincoln City Housing Advisory Committee as part of the housing analysis update.

Chair Blackerby moved to the next item on the agenda, the Comprehensive Plan Update.

## **6.2. Comprehensive Plan Update Public Outreach Results**

Director Skinner described the public outreach thus far, including the numerous public meetings and the community questionnaire completed by over 220 participants. The results of the questionnaire were included in the Planning Commission packet. Commissioners were asked to consider the findings and how they might inform the development of policies, goals, and objectives for the Comprehensive Plan Update. Director Skinner added that the Parks Master Plan and the Transportation System Plan will remain the guiding documents for those programs and incorporated as such into the updated Comprehensive Plan, as will be the findings of the visioning work from 2018 and the 2019 tsunami studies.

Responding to comments from Commissioner Vincent about the significance of the affordable housing issue, Director Skinner provided information regarding the local supply of multiple unit housing and the relatively high number of existing affordable units in Lincoln City. Most apartment complexes are specified as affordable, although almost all report long wait times for openings. Several multiple unit developments are under permit review, including the IHI affordable housing project that is a cooperative effort with the City.

In response to Commissioner Griffiths, staff provided an overview of the types of outreach conducted to various groups within the community, and pointed to the participant demographics on packet page 62 for reference.

Commissioner Baker commented on the number of participants that selected "I don't know" responses, and how that likely indicates a need for additional environmental education relating to shoreland protection, impacts to existing natural resources, and access to open space. She supported adding an education goal into the updated Comprehensive Plan relating to natural resources.

Commissioner Griffiths suggested that the updated Comprehensive Plan should address the issue of climate change impacts, such as rising sea level, and increased coastal erosion. Director Skinner responded that this item had not been identified by the Planning Commission as a priority goal for this particular update, and the level of data and work required to do it justice was likely outside of the current scope. She agreed that contacting the National Oceanic and Atmospheric Administration (NOAA) for any available data would be useful.

Commissioner Blackerby noted the number of survey respondents that identified “improving community appearance” as a high priority. Director Skinner stated that this was primarily a private property issue and that the City has no policies that discourage or prevent owners from conducting general upkeep or upgrading their landscaping. New construction such as Oceanlake Veterinary Clinic, Pelican Brewing, and O'Reilly Auto Parts are evidence that the design standards are having a positive impact on new commercial construction.

Commissioner Vincent noted that the questionnaire reflected a general disinterest in the needs of tourists. Commissioner Baker added that the issue of local retail vs. large-scale retail was evident in the findings, and that there is a need for more affordable retail serving local residents basic needs. Commissioner Affuso added that we need to consider the basic needs of local residents for a truly sustainable community economy. Director Skinner stated that she would look to draft a goal to support affordable retail services for long-term economic sustainability.

Commissioner Griffiths noted that survey participants mentioned preserving the natural beauty of our area and maintaining the historic character of our community, and suggested including this in the update.

Commissioner Baker noted participants desire for improved community walkability and supported the potential for neighborhood commercial, and the need for alternative transportation. She added that participants also emphasized the needs of families, including affordable child care and indoor and outdoor recreation.

Director Skinner thanked the commissioners for their feedback, and that future meetings would likely review draft goals and strategies on a goal-by-goal basis, starting with housing.

Annette Guido stated that she worries about the lack of a comprehensive public comment program. She did not see any of the meeting notices, and that the Roads End neighborhood association would have appreciated additional opportunities for input and explanation of next steps. She also felt that the timeline for public meetings was not the same as she had understood from a March City Council meeting. She added that she had no idea if the number of participants in the community questionnaire was valid or not for the critical nature of this process, but that there is no downside to over communicating.

No other members of the public commented.

## **7. REPORTS AND COMMENTS**

Chair Blackerby asked about status of the conditional use permit issued for the Devils Lake/D River dredging project. Director Skinner stated that the timeline for the completion of this project was over a ten-year period to accommodate the multi-agency permit and review process needed. Commissioner Schlesinger provided updates regarding the activities of the Devils Lake Water Improvement District relating to invasive species mitigation.

## **8. FUTURE AGENDA ITEMS & NEXT MEETINGS**

### **8.1. Future Meetings**

Only three agenda items are pending for August Planning Commission meetings, including the Spyglass Ridge zone change (August 16th or later), a zoning ordinance amendment, and the

standing item for the Comprehensive Plan Update. No meetings will be scheduled in September due to staff availability.

**9. ADJOURN**

Chair Blackerby closed the meeting at 7:54 PM.

Respectfully submitted,

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Anne Marie Skinner  
Planning Director

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Kim Blackerby  
Chair