



City of Bay City

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AGENDA BAY CITY PLANNING COMMISSION MEETING March 15, 2023 6:00 P.M.

1. CALL TO ORDER – 6:00 P.M
2. MINUTES
 - a. Planning Commission Meeting 02/15/2023.
3. VISITORS PRESENTATION
 - a. None.
4. UNFINISHED BUSINESS
 - a. None.
5. NEW BUSINESS/ PUBLIC HEARINGS
 - a. Temporary Use Permit TU-2023-01 for continuation of a camp host recreational vehicle at the Kilchis Point Reserve at 5000 Spruce Street, Bay City, Oregon, 97107.
 - b. Setback Variance V-2023-01 to reduce the required 20 ft front yard setback by approximately 15 ft for placement of a new home on the property located at the southwest corner of 9th and E Street, Bay City, OR 97107.
6. OTHER
 - a. None.
7. PLANNING COMMISSION, CITY COUNCIL AND CITY PLANNER CONCERNS
 - a. Planner Monthly Report
 - b. TGM Code Development Update
 - c. Copy of DLCDC Power Point Presentation
8. ADJOURNMENT

To attend by phone: (518) 992-1125 Access 389573#

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Planning Commission Draft Minutes

February 15, 2023



**BAY CITY PLANNING COMMISSION MEETING
February 15, 2023 6:00 P.M.**

1. **Call To Order** – Commission Member/Acting Chair Gary Frey called the meeting to order at 6:00 P.M. He asked staff for a roll call.

City Planner David Mattison called each of the members – all were present.

Commission Member/Acting Chair Gary Frey asked if there was anyone on the line.

There was no response.

2. **Minutes** – the minutes for the January 18, 2023 meeting were available for review.

Commission Member Jasper Lind requested a correction be made on page three where it states that Angie Cherry is concerned about the fence and it should be changed from 'how it is not concerned' to 'how it is not completed.'

Commission Member Dan Overholser made a motion to approve the minutes with changes.

The motion was seconded by Commission Member Pat Vining.

All were in favor. The motion passed unanimously.

3. **Visitors Presentation**

There were no scheduled 'visitor' presentations.

4. **Unfinished Business**

There were no unfinished business.

5. **New Business/ Public Hearings**

There was no new business or public hearing.

6. **Planning Commission, City Council and City Planner Concerns** - Commission Member/Acting Chair Gary Frey reorganized the evening's agenda due to the late arrival of the DLCD representative.

City Planner David Mattison presented his monthly report for the month of January. He presented his new inspection process as a requirement. He also presented the monthly

meetings with the County. He shared the increased in the number of inquiries with the Planning Commission.

He presented and described the County-wide Pilot program to the Planning Commission.

Further discussion followed.

Brett Estes from DLCD arrived and described the Housing Needs Analysis and how it identifies the number of houses needed and the Production Strategy being the step to determine how the cities can meet the housing needs.

Further discussion followed.

Brett Estes described the identification of a lack of infrastructure with the need for additional housing as a pressing issue.

Further discussion followed.

Commission Member/Acting Chair Gary Frey asked about new Senate Bills and House Bills and new requirements in these bills that is contrary to the City Comprehensive Plan.

Brett Estes responded that cities then have to make an adjustment in the comprehensive plan and codes to meet these new requirements.

7. Other

City Planner presented Brett Estes with DLCD for the training session.

Brett Estes introduced himself. He presented the training topics of discussion as follows:

- Land Use in Oregon history/background of the Oregon Land Use System,
- Statewide Planning Goals,
- Findings,
- Meeting best practices (exparte contact, bias, etc).

He presented a Power Point describing each of these topics.

Commission Chair Pat Vining stated that the City of Bay City was the first city in Oregon to have their Comprehensive Plan acknowledged.

Brett mentioned that it took ten years for the state to acknowledge all the comprehensive plans in the state.

Further discussion by all Planning Commission members, staff and DLCD followed.

The training session was completed.

Commission Chair Pat Vining asked about the Pilot program.

Staff and DLCDC described the proposal developed and Senate Bill/LC 4079 by Senator Weber, as a program similar to the housing requirements applicable to cities over 10,000 population.

Brett stated that this is just a bill for Tillamook County that is developing but he is not fully aware of the intent.

City Planner stated that the code amendments the city was undertaking was similar to the requirements for the bill.

Council Liaison stated last night the City Council support the study but not necessarily the proposed bill.

Commission Chair Vining stated his frustration with the changes taking a long time.

City Planner described the City's disappointment with the TGM code development.

Further discussion followed.

8. Adjournment

A motion was made by Commission Chair Pat Vining to adjourn the meeting.

The motion was seconded by Commission member Dan Overholser.

The motion was approved unanimously.

The meeting was adjourned at 8:23p.m.

Planning Commission Hearing
Temporary Use Permit #TU-2023-01



City of Bay City

Temporary Use TU-2023-01 Staff Report

To: City of Bay City Planning Commission
From: David Mattison, City Planner
Applicant: Tillamook County Pioneer Museum
Title: Request for Continuation of a camp host recreational vehicle at the Kilchis Point Reserve as a Temporary Use
Case File #TU-2023-01

Nature of the Application:

The applicant is requesting the continuation of a camp host recreational vehicle at the Kilchis Point Reserve at 5000 Spruce Street, Bay City, Oregon, 97107, legally described as 01S10W02CC, Tax Lot 4200, in the Shorelands 3 (SL3) zone, consisting of 3.28 acres. The recreational vehicle pad approved on January 19th, 2022, as TU-2021-10, is 25 ft. x 50 ft.

Relevant Facts:

The following is a summary of the facts and testimony found to be relevant to this decision.

- 1) **PROPERTY LOCATION:** The property is located at 5000 Spruce Street, and is further identified on Tillamook County Assessor's Map #01S 10W 02CC, Tax Lot 4200.
- 2) **LOT SIZE:** approximately 3.28 acres
- 3) **ZONING DESIGNATION:** Shorelands 3 (SL3)
- 4) **SURROUNDING LAND USE:** The subject property is adjacent to existing single-family dwellings to the north, across Spruce Street, and west, and Kilchis Point Reserve trail to the south and east. The surrounding lots are in the Shorelands 3 Zone (SL3) to the north, south, east and west.
- 5) **EXISTING STRUCTURES:** A restroom structure, an information kiosk and the camp host recreational vehicle are located on the subject property.
- 6) **DEVELOPMENT CONSTRAINTS:** The lot is generally flat and includes a large area of Freshwater Forested/Shrub Wetlands.

Relevant Criteria:

- a. Bay City Development Ordinance. Article 1. Introductory Provisions and Intensity Zones

Section 1.3 Allowed Use Matrix

Temporary Recreational Vehicle Use is allowed in the Shorelands 3 Zone District as a Temporary Use.

Section 1.35 Allowable Uses

25. Temporary Recreation Vehicle / Travel Trailer.

A recreation vehicle or travel trailer may be placed on site and occupied as a temporary residence for up to one year provided that:

- (1) Applicant obtains a temporary placement permit from the City;
- (2) Applicant holds a valid building permit;
- (3) Applicant or other person authorized by Applicant who is residing in the temporary structure is actively constructing the building; and

(4) Applicant has paid the applicable sewer and water hookup fees, system development charges and all other related fees prior to occupancy. The actual sewer and water connections must be made within 90 days of obtaining the temporary placement permit. No dumping of wastewater or sewage shall be allowed on the property.

Section 1.85 Shoreland 3 Zone Standards

Section 1.8501 Purpose

Shoreland 3 allows residential uses outright and allows other uses on a conditional use basis, subject to specified performance standards. Performance standards are intended to separate non-compatible uses and, where appropriate, to reduce the overall intensity of use while allowing flexibility in development.

Section 1.8504 Maximum Lot Coverage

a. Residential Uses 40%

Section 1.8505 Minimum Open Area

a. Residential Uses 40%

Section 1.8506 Minimum Landscaped Open Area

A minimum of 10% of the total lot area of a commercial, industrial, or other non-residential use shall be maintained in landscaped open area, located on the street side or in front of a use.

Section 1.8512 , Maximum Height

Maximum building height permitted is 24 feet.

Section 1.8514 , Setback Requirements

Refer to Section 3.3

Section 1.8515 , Parking Requirements

Refer to Section 3.4

b. Bay City Development Ordinance. Article 3. Supplementary Provisions

Section 3.3. Setback Requirements.

20 feet in a front yard,

10 feet in a rear yard and

5 feet in a side yard.

Section 3.97. Temporary Uses

Temporary Uses Permitted. The following temporary uses and structures may be permitted by the Planning Commission within any district in the City:

1) A real estate office used for the sale of lots of housing within a subdivision or planned development.

2) Temporary housing where there is a valid health reason.

3) Uses involving a minimal amount of capital investment.

b. General Standards. The Planning Commission shall use the following standards in determining whether to grant temporary use permit:

1) The proposed use will be compatible with abutting properties and the surrounding neighborhood.

2) The height, bulk, and lot coverage of the structure is consistent with that of adjacent structures.

3) Appropriate public services are available.

4) The use will not generate more traffic than other land uses in the area.

5) The use will not create excessive noise, vibration, or odor.

d. Performance. Security for performance of permittee obligations, including the removal of any structures, shall be posted in all cases. The security may be a performance bond or other vehicle acceptable to the City Attorney.

e. Time. Temporary use permits shall be reviewed by Planning Commission annually.

f. Public Notices. Public notice shall be given as provided for in Article 10.

g. Procedure. The procedures established in Section 2.31 shall be followed.

h. Right of Hearing. The Planning Commission may hold a public hearing to revoke a temporary use permit for failure to comply with any of the conditions of approval. Either the Planning Commission or an affected property owner may request such a public hearing.

c. Photos of Subject property



Camp Host RV site view - looking west



Camp Host RV site view – looking north from trailhead



Camp Host RV site view – looking southeast from

Spruce Street

Findings:

The Planning Staff Finds:

1. A temporary use application for continuation of placement of the camp host recreational vehicle was submitted to Bay City on February 6th, 2023. It was paid for and considered a complete application on February 6th, 2023.
2. The recreational vehicle is considered temporary housing to provide residence for the camp host to provide maintenance and 'health' to the Kilchis Point Reserve Trail that necessitates the need for the camp host.
3. The applicant for the temporary use is not requesting temporary recreational vehicle placement permit for the construction of a dwelling onsite, and has not obtained a permit for construction of a dwelling onsite, nor are there plans for a permanent dwelling onsite.
4. The property is adjacent to existing single-family dwellings to the north, across Spruce Street, and west, and the Kilchis Point Reserve Trail on all other sides. The surrounding lots are also in the Shorelands 3 Zone (SL3). There has been no adverse impact to these lots, as the camp host recreational vehicle meets the height and lot coverage requirements and remain consistent with the height, bulk, and lot coverage of adjacent structures, and is compatible with the abutting properties.
5. The camp host recreational vehicle placement meets the City setback requirements.
6. Sewer and water and electricity are provided to the subject property – the restrooms and recreational vehicle.
7. The single recreational vehicle is only occupied by the individual camp host and therefore has not generate more traffic than other uses in the area. Separate off-street parking spaces adjacent to the recreational vehicle are used by the camp host.
8. No excessive noise, vibration, or odor are generated by the occupant of the recreational vehicle.
9. The applicant has paid the applicable sewer and water hookup fees, system development charges and all other related fees.
10. This application will be reviewed annually for compliance with the applicable standards for a temporary use.
11. Notice was sent to adjacent property owners on February 17, 2023, and published online on the City website on February 17, 2023.
12. No comments have been received.

Conclusion:

The findings of Planning Staff support the requested continuation of temporary use permit (TU-2023-01) and meets the criteria of the Bay City Development Ordinance Section 1.3, Section 1.35, Section 1.85, Section 3.3, Section 3.97 (a-h), and may be developed with the following conditions:

1. Approval by the City Staff of a City Temporary Use permit application, signed by the City Planner, City Fire Department, and City Public Works Director.
2. Annual administrative (Type 1) review by City Planning, with a City Temporary Use permit application annual submittal, for the continuation of the camp host temporary use.

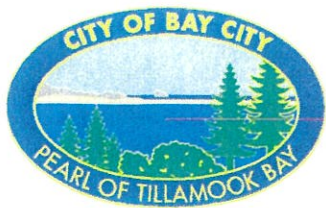
These findings of Planning Staff support the conclusion that the requested temporary use meets the criteria of the Bay City Development Ordinance. In making a decision, Planning Commission may:

1. Grant the continuation of the temporary use request.
2. Grant the continuation of the temporary use request, with conditions 1 and 2).
3. Deny the continuation of the temporary use request.

Tax lot map: Subject property



Planning Commission Hearing
Setback Variance Request #V-2023-01



City of Bay City

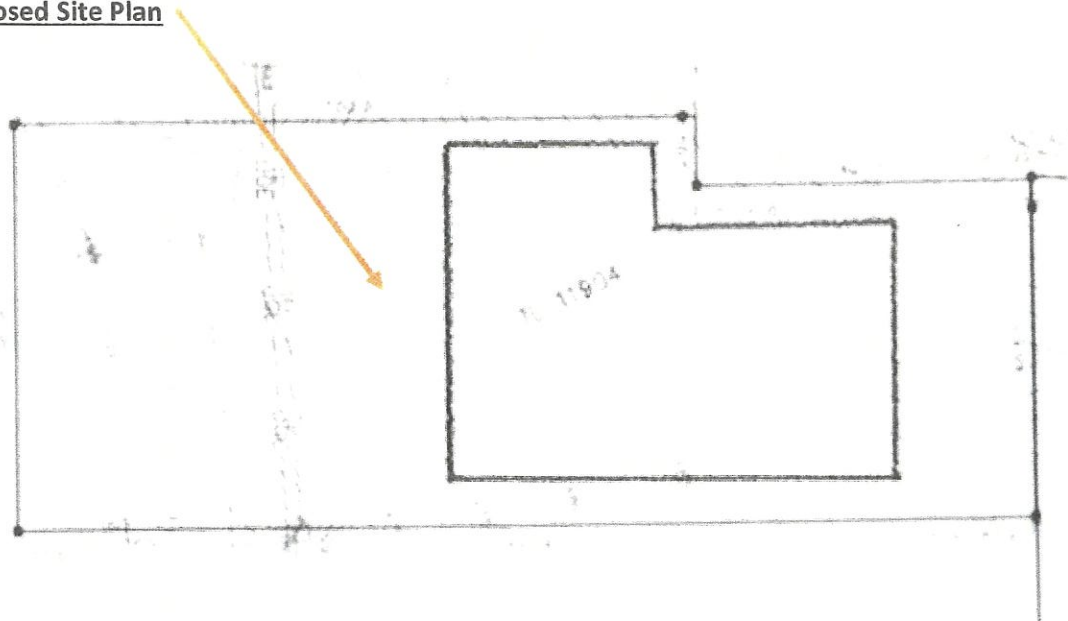
Variance V-2023-01 Report

To: City of Bay City Planning Commission
From: David Mattison, City Planner
Applicant: Kurt and Karen Victor
Title: Request for a Setback Variance to reduce the 20 ft front yard setback by approximately 15 feet.
Case File #V-2023-01

Nature of the Application:

The applicant is requesting to reduce the required 20 ft front yard setback by approximately 15 ft for placement of a new home on the subject property. The front yard side of the subject property is located on the east side of the property at corner of 9th and E Street.

Proposed Site Plan



This request for the setback variance is the procedure recommended to possibly alleviate construction on the slope on the west side of the subject property, if the Planning Commission agrees in a quasi-judicial setting that the applicant meets the variance criteria identified in Article 6 of the City Development Ordinance #374.

Relevant Facts:

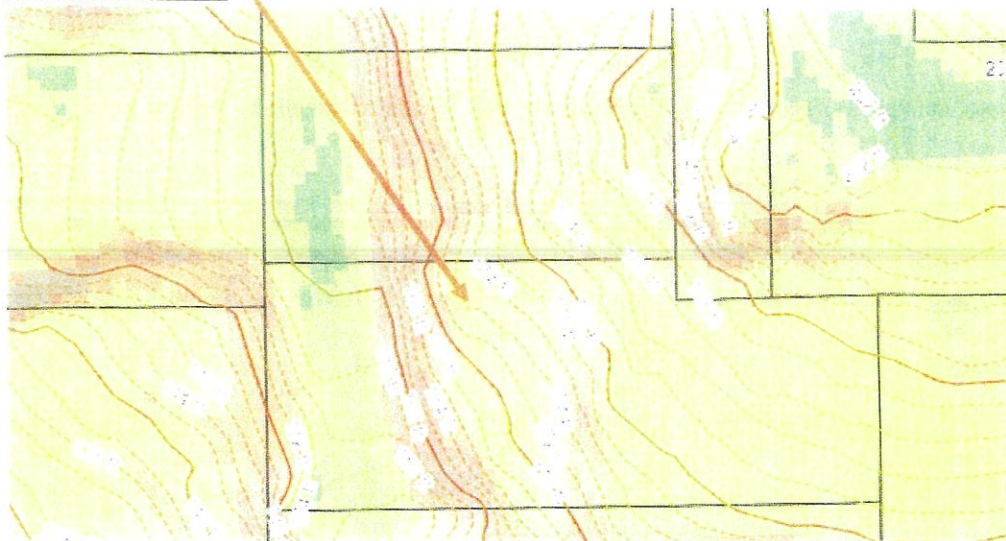
The following is a summary of the facts and testimony found to be relevant to this decision.

- 1) PROPERTY LOCATION: The property is located on the southwest side of the intersection of 9th and E Street, Bay City, Oregon, 97107, and is further identified on Tillamook County Assessor's Map #1N1034DD Tax Lot 11904.
- 2) LOT SIZE: approximately 0.19 acres
- 3) ZONING DESIGNATION: Moderate Intensity Zone (MI)
- 4) SURROUNDING LAND USE: The subject property is adjacent to vacant lots to the north and east, and existing single-family dwellings to the west and Tillamook Bay to the west, and vacant land to the south. The

adjacent lots to the north, south, east and are in the Moderate Intensity Zone (MI

- 5) EXISTING STRUCTURES: There is no structure on the subject property – it is vacant.
- 6) DEVELOPMENT CONSTRAINTS: The lot is sloping to the west with an elevation of 192 ft on the east side to 148 feet on the west side. The east side of the subject property has a slope of approximately 16% - 20%, a slope greater than 25% west of the center of the property and a slope approximately 4%-12% on the western 20 ft of the subject property.

Proposed Site Plan



Relevant Criteria:

- a. Bay City Development Ordinance. Article 1. Introductory Provisions and Intensity Zones.

Section 1.507 Development hazards such as steep slopes, flood hazards, and weak foundation soils are considerations for limiting densities in the applicable areas, and are included in the Hazards Overlay Zone in Section 1.7

Section 1. 508 Moderate Intensity (MI) Standards

Section 1.509 Maximum Lot Coverage

a. Residential Uses 40%

Section 1. 510 Minimum Open Area

a. Residential Uses 60%

Section 1.513 Minimum Lot Size for Platted Lots Existing Prior to the Enactment of this Ordinance

a. Minimum lot width or depth 40 feet

b. Minimum lot area 5,000 square feet

Section 1.15135 Maximum Density of Dwelling Units

The Maximum Density of Dwelling Units is 5,000 square feet for each dwelling unit.

- b. Bay City Development Ordinance. Article 3. Supplementary Provisions. Section 3.3. Setback requirements

Section 3.302. Without Planning Commission Review

Setbacks from lot lines shall be:

- 20 feet in a front yard,
- 10 feet in a rear yard and
- 5 feet in a side yard.

- In the case of a yard abutting a street, with the exception of the front yard, the street yard setback shall be 15 feet and the rear yard setback, with the exception of a rear yard abutting a street, may be reduced to 5 feet.

Section 3.306 Definition of Setback

The minimum allowable horizontal distance to the adjacent property line measured from the farthest projection of a structure, including eaves, decks, chimneys, and other projections.

c. Bay City Development Ordinance. Article 6. Variance.

Section 6.010 Purpose

The purpose of a variance is to provide relief when a strict application of the zoning requirements would impose unusual practical difficulties or unnecessary physical hardships on the applicant. Practical difficulties and unnecessary hardships may result from the size, shape, or dimensions of a site or the location of existing structures thereon; from geographic, topographic, or other conditions on the site or in the immediate vicinity. No variance shall be granted to allow the use of property for a purpose not authorized within the zone in which the proposed use would be located.

Section 6.020 Conditions

Reasonable conditions may be imposed in connection with a variance as deemed necessary to protect the best interests of the surrounding property or neighborhood, and otherwise secure the purpose and requirements of this section. Guarantees and evidence may be required that such conditions will be and are being complied with.

Section 6.030 Criteria for Granting Variances

Variances to requirements of this ordinance, with respect to lot area and dimensions, yard area, lot coverage, height of structure, vision clearance, decks and walls, and other quantitative requirements, may be granted only if, on the basis of the application investigation and evidence submitted by the applicant, all four expressly written findings are made:

- a. That a strict or literal interpretation and enforcement of the specified requirements would result in practical difficulty or unnecessary hardship.
- b. That there are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property which do not apply generally to other properties in the same zone.
- c. That the granting of the variance will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the near vicinity.
- d. That the granting of the variance would support goals and policies contained with the Comprehensive Plan.

Variances in accordance with this subsection should not ordinarily be granted if the special circumstances on which the applicant relies are a result of the actions of the applicant or owner or previous owners.

Section 6.035 Variance Standards for Setback Requirements

Variances to requirements for setbacks may be granted only if, on the basis of the application, investigation and evidence submitted by the applicant and others, all three expressly written findings are made:

- a. The variance will not significantly adversely affect adjacent property, existing or future views, road expansion or availability of sunlight on adjacent property.
- b. Fire regulations are met as determined by the building official.
- c. There is a valid design reason for the request, such as the obtaining of views or solar exposure, or maintenance of trees.

Findings:

The Planning Staff Finds the following:

Findings for the requested Variance

1. The applicant provided the following responses to the criteria listed in Section 6.030:

a. That a strict or literal interpretation and enforcement of the specified requirements would result in practical difficulty or unnecessary hardship.

According to the applicant, the 20 ft setback would not give them enough space to build the home on the allowable portion of the lot. Having a 5 ft setback would enable the proposed building to acquire the necessary square footage required on the main level by the Bay View Terrace Subdivision requirements. This request is being made due to dealing with the slope of the property, the Utility easement on the east side of the subject property and the arrangement of the proposed house.

b. That there are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property which do not apply generally to other properties in the same zone.

According to the applicant, the slope of the property, the county's utility easement, the necessary square footage required on the main level by the Bay View Terrace Subdivision requirements, the location of the house to accommodate a driveway to the garage and front door creates an exceptional or extraordinary circumstances and makes it impossible to develop with the twenty-foot setbacks. The corner of 9th & E Street is extremely sloped and does not make it feasible to access the lot easily from there. The applicant is proposing to access the lot thru the property to the east. The conditions applicable to the property create a challenge with the access to the lot. The access is not off the street portion adjacent to the lot. The driveway access will have to be through the lot to the east of the property to meet these conditions.

In this case, the applicant is requesting a reduction in the front yard setback to avoid the use of steep slopes, as stated, in Section 1.507 Development hazards, which is an extraordinary circumstance in this case, and preventing density and construction on the steep slope onsite.

c. That the granting of the variance will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the near vicinity.

According to the applicant, the proposed setback variance will not be detrimental to public health or safety. It will provide for a safer location for the house on the property. The requested 5 ft setback should not negatively affect any nearby properties or other properties in the vicinity.

In this case, the applicant is requesting a reduction in the front yard setback to avoid construction of steep slopes, as stated, in Section 1.507 Development hazards, by preventing construction on the steep slope onsite and a detriment to safety.

d. That the granting of the variance would support goals and policies contained with the Comprehensive Plan.

The setback variance of 15 feet on the street side appears to be supported by a number of Bay City's Comprehensive Plan Goals and policies as identified below.

- Bay City Comprehensive Plan Goal I is 'To maintain a high quality of life in keeping with the natural environment'.
 - Policy 1 for Goal 1 states 'the Plan and City ordinances shall promote development that complements and protects the Bay City environment.'

- Policy 8 for Goal 1 states ‘the desires and needs of the townspeople of Bay City shall be considered in the application of all development policies.’
- Comprehensive Plan Procedural Policy 8 states that ‘Goal Statements are intended to be broad and directive, suggesting purpose and intent of the City. Policies are more specific, but still must be considered directive subject to interpretation of the Planning Commission and City Council. The standards contained in the Development Ordinance are to be applied, unless the Planning Commission or City Council grants a variance from them.’

2. Responses to the criteria listed in Section 6.035 are as follows:

a. The variance will not significantly adversely affect adjacent property, existing or future views, road expansion or availability of sunlight on adjacent property.

A 5-foot setback from the required 20 ft setback will not affect adjacent properties since it is on the front yard (street side) adjacent to the street ROW for 9th and E Street, not adjacent residents.

b. Fire regulations are met as determined by the building official.

Not applicable. Fire regulations are not an issue to the proposed setback variance since it does not interfere with emergency vehicle mobility.

c. There is a valid design reason for the request, such as the obtaining of views or solar exposure, or maintenance of trees.

The reason for the requested setback variance is to allow for utilization of the subject property for the construction of a single-family dwelling with the avoidance of construction on a steep slope on the subject property.

3. Notice was sent to adjacent property owners on February 22, 2023.

4. No Comments have been received.

Conclusion:

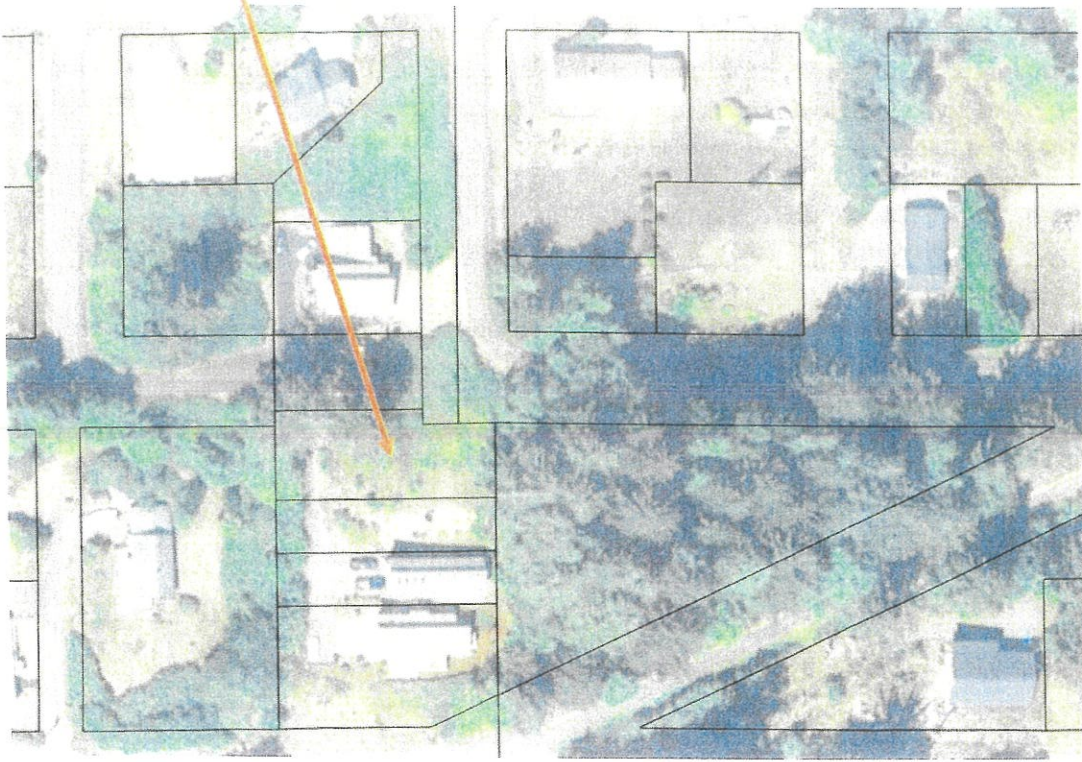
The findings of Planning Staff support the conclusion that the requested variance V-2023-01 meets the criteria of the Bay City Development Ordinance Section 6.030 (a-d) and Section 6.035 (a-c), and the proposed development of a single-family development, may be approved with the following conditions:

1. Submittal by the applicant and approval by the City of a City Zoning Permit, Grading and Erosion Plan and Permit, Geohazard Report and any other permits required for development onsite.
2. Submittal by the applicant and approval by the Tillamook County Community Development Department of a required Building permit for the single-family dwelling, with a copy of the County approval submitted to the City.

In making a decision, Planning Commission may:

1. Grant the setback variance request.
2. Grant the setback variance request, with conditions.
3. Deny the setback variance request.

Subject Property



Monthly Report
For
February 2023



BAY CITY PLANNING DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2023

1. Zoning Permits (2)

- 6755 Spruce – Replace Fire damaged mini-storage building with new building;
- Demolition of House at 10220 7th Street

2. Planning Commission Meeting February 15th Hearing

- DLCD Training Session.

3. Specific Tax Lot Questions/Inquiries/and Other Correspondences (counter, phone or email)

- Development and Road Requirements for 7th and Portland (8 inquiries);
- Development and Variance Required for property at 8th and 9th and E Street (8 inquiries);
- Road Requirements Plan Review and Permit submittals for 6235 Portland Avenue (5 inquiries);
- Development Requirements/ Approval of Temporary Permit for 5175 Trade (3 inquiries);
- Storm-line Review and Drainage Issues at 9475 3rd Street (3 inquiries);
- Tiny Home Park and slope requirements on McCoy (3 inquiries);
- Permit Requirements for duplexes at 4th and A (3 inquiries);
- Development Requirements and Zoning Questions at 8th and E Street (3 inquiries);
- Radio Tower, Shop and ADU Requirements for 5880 Main Street (3 inquiries);
- Demolition Permit Discussion and Review for property at 10220 7th (3 correspondence);
- Development Requirements and Street vacation at 11th and Main (3 inquiries);
- Garage Expansion/Setback variance for 4635 Spruce Street (2 inquiries);
- Review Permit Process for development in Bay Ridge Subdivision (2 inquiries);
- Drainage issues and road improvements at 9635 11th Street (2 inquiries);
- Development Requirements at NE corner 5th and E (2 inquiries);
- Permit Revisions and Review at 8140 Bewley (2 inquiries);
- Re-establishing Foundation Locations and site prep at 6940 Seattle (2 inquiries);
- Permit Review for Lots 7 and 8 Spruce and Elliot (2 correspondence);
- List of requirements and Permit Review for 6795 McCoy;
- Development Requirements for property on Tillamook Avenue;
- Steps for Compliance for 8510 Bayfront Lane;
- Inspection Correspondence for 6205 Tillamook Ave;
- Location of Madison Street and full address range of this street;
- Tree concern at 6205 Tillamook Ave;
- Tree Removal at Bay Ridge Subdivision Main ROW emergency access gate;
- Garage Requirements for 6300 McCoy;
- Illegal RV Review at 6th and B;
- Wetlands Review at 10010 6th Street;
- Pike Road location;

- Water Bill;
- Schedule City Hall Use;
- Development Requirements at 9435 6th;
- Construction on adjacent lots and drainage issues at 6755 Tillamook;
- Brush Removal at 8th and Portland;
- Indoor Soccer field development in City;
- Review of Changes on property at 6625 McCoy;
- Road Improvements at 13th to Main;
- Plan Revisions Review for zp-22-1367;
- Request for List of Engineers;
- Potential Tree Damage at 6th and C Street;
- Zoning Permit Application Requirement Description;
- Grading and Erosion Control for 6735 Tillamook;
- Rip Rap Meeting for 8510 Bayfront Lane;
- US Census Bureau Boundary Review;
- Permit Review at 6755 Spruce;
- Property line location at 5355 Main Street;
- Use of City property outside of town on Pennsylvania;
- Geo Report Submittal for 6975 Seattle
- ADU placement requirements in City;
- ADU Placement at Madison Avenue;
- Development Requirements for property Hare and Clam Street.

4. Land Use Applications (1)

- Temporary Use Permit for continued placement of Camp Host at Kilchis Point Reserve (Planning Commission Hearing scheduled for March 15th);
- Setback Variance request for property at the southwest corner of 9th and E Street (Planning Commission Hearing scheduled for March 15th).

5. Meetings/Inspections Involving Planning Department

- February 1st – Meeting with Ralph McRae regarding land use and permit requirements for development at 8140 Bewley;
- February 2nd – Inspection and Site Visit to 6205 Tillamook Avenue;
- February 6th – Weekly LOC Legislative Update Meetings via Zoom;
 - S80 million in WaterSMART grant funding from Reclamation for water conservation and watershed health grant eligibility webinar;
- February 9th – CZM Habitat Protection & Restoration BIL/IIJA Grant Info Meeting;
- February 13th – Weekly LOC Legislative Update Meetings via Zoom;
- February 16th – Bay City TGM Discussion with DLCD Regional Representative, Brett Estes;
- February 21st – Weekly LOC Legislative Update Meetings via Zoom;
 - Meeting with Black-Dallwig regarding waterfront damage at 8510 Bayfront;
- February 22nd – Staff Permit Signing for Zoning Permit at 6755 Spruce Street;
- February 27th – Weekly LOC Legislative Update Meetings via Zoom;
 - Housing Code Update Meeting regarding Mass Timber Development Code Update at POTB;
- February 28th – City-Tillamook County Monthly Meeting.

6. Counterwork

- 9 Permitting, Land Use and public facility questions at counter;
- 1 Zoning Permit submittal at counter.

7. Upcoming March Meetings/Inspections

- Salmonberry Trail Meeting (Rockaway Beach City Hall) – March 2nd;
- Weekly LOC Legislative Update Meetings via Zoom – March 3rd, 10th, 17th, 24th, 31st;

- North Coast Housing Development Forum (Seaside) – March 13th;
- Imhoff Development at Baseline Meeting – March 13th;
- State of the City Planning Meeting – March 13th;
- Wayfinding Sign Location Meeting via Zoom – March 14th;
- Pre-Application Meeting for potential development at NE corner of 5th & E St –March 15th;
- Planning Commission Meeting – March 15th;
- City-Tillamook County Monthly Meeting – March 28th.