

# City of Bandon

PLANNING COMMISSION AGENDA DOCUMENTATION

DATE: June 23, 2022

Email from Meg Reed, Oregon Coastal Management Program, Re:  
Bluff Erosion.

ITEM NO: 6.1

*For information and discussion only.*

SUBMITTED BY:



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Dana Nichols, Planning Manager

## Dana Nichols

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**From:** REED Meg \* DLCDC <Meg.REED@dlcd.oregon.gov> on behalf of REED Meg \* DLCDC  
**Sent:** Wednesday, June 1, 2022 9:54 AM  
**To:** Dana Nichols  
**Subject:** RE: Learning about bluff erosion?

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Also, I thought I would send you some guidance we have in our sea level rise planning guide about erosion rates and setbacks. It is general guidance, but thought it might be helpful for your consideration:

**Potential Setback approaches:** There are several different mechanisms for establishing setbacks and buffers:

- *Fixed mandatory setbacks* require that all structures, including sea walls, be set back a specific distance from a predetermined point (e.g., 100 feet from the mean high tide line or the vegetation line).
- *Erosion-based setbacks* are determined by a projected shoreline position that assumes a specific increase in sea level and erosion rates over a specific time frame such as the life of the structure (e.g., sixty times the annual rate of erosion).
- *Tiered setbacks* require a lesser setback or buffer for smaller or accessory (e.g. shed) structures and a greater setback for larger structures that are more difficult to move if they become damaged and put more people at risk.

To incorporate considerations of SLR, local governments could require that coastal setbacks or buffers be established based upon a projected shoreline position that assumes specific increases in sea level or erosion rates over the life of the structure. Local governments could require that new development along dynamic coastal shorelines evaluate potential impacts to the development from a specific rate of SLR. Governments could limit development where the development cannot include sufficient setbacks to mitigate impacts from SLR over the life of the structure.

Local governments can create buffer zones along coastal areas to ensure that vulnerable beaches and wetlands have room to migrate inland as sea levels rise. Buffer zones, like setbacks, can be determined based upon erosion and SLR rates for that area over a specified time frame. More extensive buffers could be required in areas with sufficient buildable space, in areas that have important natural resources, or in areas that could be part of a migration corridor. Larger buffers could be required for large-scale development projects.

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**From:** REED Meg \* DLCDC  
**Sent:** Wednesday, June 1, 2022 9:51 AM  
**To:** Dana Nichols <dnichols@ci.bandon.or.us>  
**Subject:** RE: Learning about bluff erosion?

Hi Dana,

Great to see you last week and thanks for reaching out. I think it might be worth asking Jonathan Allan at DOGAMI if he'd like to present on this topic as well, since he actively studies the coast and knows a great deal about the erosion rates. He might not be able to present in person, but perhaps could virtually. If you want, I can reach out to him and copy you to ask his availability? I think asking the local Geotech is a good idea as well, but might be nice to get another perspective too. Also, I would definitely be interested in attending the meeting if I can.

Thanks!

Meg



**Meg Reed**

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**From:** Dana Nichols <[dnichols@ci.bandon.or.us](mailto:dnichols@ci.bandon.or.us)>  
**Sent:** Thursday, May 26, 2022 4:32 PM  
**To:** REED Meg \* DLCD <[Meg.REED@dlcd.oregon.gov](mailto:Meg.REED@dlcd.oregon.gov)>  
**Subject:** Learning about bluff erosion?

Hi Meg,

Great to see you this week! In our discussion last night, the Planning Commission requested some additional guidance/discussion about bluff erosion. We've seen a lot of new investment/development along the bluff and the commission was discussing potentially requiring all homes to be set back a certain distance from the bluff (mostly for view protection, but also for safety) and there was some disagreement about whether or not our bluff is actively changing. I may just invite a local Geotech to provide an overall picture of Bandon's geology, but I thought I would reach out to you in case you have anyone on staff who (1) might be able to assist in this conversation/presentation, or (2) would be interested in attending if we did bring someone in. I'm planning to reach out to Eric Oberbeck of Cascadia Geoservices, as he does a lot of work for us locally.

Thanks!  
-Dana

**Dana Nichols**  
Planning Manager  
She/her/hers ([Why these pronouns?](#))

City of Bandon  
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Public Office Hours:

**Starting Monday, May 9th, the Planning Department will be open by appointment only. This change is temporary and due to staffing shortages. Please call 541-347-2437 to schedule a time to speak with a planner.**

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*Respectfully acknowledging that I live and work on the land of the Coquille Indian Tribe and the Confederated Tribes of Siletz Indians. In offering this land acknowledgement, I affirm Indigenous sovereignty, history, and experiences. I commit to engaging in a respectful and successful partnership as a steward of these lands.*

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# City of Bandon

PLANNING COMMISSION AGENDA DOCUMENTATION

DATE: June 23, 2022

Planning Department Report

ITEM NO: 6.3

SUBMITTED BY:



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Dana Nichols, Planning Manager



# MEMORANDUM

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**TO:** Planning Commission  
**FROM:** Dana Nichols, Planning Manager  
**DATE:** May 26<sup>th</sup>, 2022  
**RE:** Planning Department Report

The purpose of this memorandum is to provide a summary report to the Commission about Planning Department activities, including details about on-going projects and changes to practice in the Department.

## Planning Applications

Received as of May 19th, 2022 (YTD):

Single Family Dwelling ZC	Accessory Structures ZC	Conditional Use Permit	Land Divisions	GAR	Other
27	5	6	3	3	22

Materials and information about pending Land Use decisions:

<https://www.cityofbandon.org/planning/page/pending-land-use-decisions>

Materials and information about recent Land Use decisions:

<https://www.cityofbandon.org/planning/page/recent-land-use-decisions>

Year-to-date the Planning Department has received 66 applications, twenty-seven (27) of which are for new single-family dwellings. Last year at this time we received 29 SFD applications, and in 2020 we received 12. Since changing our policy to no longer require planning permits for fences or non-permanent structures, staff has cut down on the total number of permits received each year, which in turn reduces staff time. Instead, more time can be dedicated to high-level projects such as Geologic Assessment Reviews, grant writing, updating master plans, and participating in regional and statewide planning projects.

## Planning Fees Collected in FY22

	July - December	January	February	March	April	YTD
<b>Total Fees</b>	\$62,890.55	\$8,370	\$13,725	\$10,870	\$6,050	\$101,905.55

The Planning Department has over 100% of expected revenue collected with 83% of the fiscal year elapsed. This fiscal year saw greater than expected permit approvals, with the application for Bandon Beach Hotel and Seabird Apartments both in FY22. The FY23 budget will show a modest increase in expected revenue, on the premise that we will likely will not see the same number of new commercial permits but may continue to process the same number of residential permits. If this month is any indication, it is going to be another busy building season in Bandon.

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City of Bandon Planning Department

Bandon, Oregon 97411

Phone: 541-347-7922

Email: [Planning@cityofbandon.org](mailto:Planning@cityofbandon.org)

## Project Updates

- Staffing Changes: The Planning Department is currently recruiting to fill the position of Assistant Planner and will hopefully have someone hired by the time of your next meeting. The job description focused heavily on providing clerical support, which is much needed as applications continue to be submitted on a near constant basis. We are currently contracting with the Lane Council of Governments for assistance with higher-level planning work, so you'll likely see a new planner listed on upcoming public hearings. Henry Hearly is an associate planner with LCOG and will be assisting staff through the busy season.
  - Grants: The City is reviewed and approved a final scope of work for the Transportation System Plan small purchase contract procurement with ODOT. We expect that a consultant team may be selected in the new couple months. Staff also prepared an RFP for a Housing Needs Analysis, Buildable Lands Inventory, and Housing Implementation Strategy and received two proposals. The City Council accepted both and awarded the contract to FCS Group. The contract was signed earlier this week and we'll be hosting the consultant team in Bandon in early June for an initial meeting and tour. Interested members of the public will have the opportunity to join a Housing Advisory Team to provide input on the project. The Planning Commission will receive updates throughout and will be engaged on the code update work.
  - Coquille River Estuary Resilience Action Plan: Staff continues to participate in meetings of the CERAP and most recently provided input as part of stakeholder survey. Next up, the group will hold listening sessions to gather data on adaptive capacity and sensitivity and impact of resources within the Coquille River Estuary. The purpose of these listening sessions is to gain a deeper understanding of the needs and vulnerabilities of Oregon coastal communities to natural hazards.
  - Bandon Coastal Public Access Project: Staff received funding from the Department of Land Conservation and Development to update Bandon's public access inventory and review and recommend policy and code changes to support protecting and improving coastal public access points. Staff has also joined a Coastal Access Advisory Team for the term of the project to become more informed about coastal access policies and procedures statewide and to participate in the larger discussion of the coastal access policy framework.
  - Appeals: The Planning Department has received two appeals since our last report. The first appeal was of a Type II Administrative decision regarding a request to site a new deck and accessory structures at 4000 Beach Loop Drive. Staff denied their request, in addition to the other approvable requests in their application, because the proposed deck will extend beyond the viewline. The Hearings Officer held a public hearing on May 9<sup>th</sup> and issued a decision on May 13<sup>th</sup>, 2022. The decision affirmed staff's denial of the deck for protrusion beyond the viewline and reversed staff's decision to deny the entire application (the approvable components had to be approved). The second appeal is of a staff approval of a Geologic Assessment Review to construct a new home on Beach Loop Drive. A neighbor appealed the decision based on the provided drainage plan. This appeal has not been reviewed or scheduled by staff yet. More information about each planning action and appeal can be found on the City's website.
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