

# Downtown Yachats Parking Management Planning

## Project Kickoff Meeting Summary Notes

### Attendees

Brian Davis, Studio Davis;  
Evan Manvel, DLCDC, agency project manager;  
Aimée Okotie-Oyekan, DLCDC;  
Katherine Guenther, City of Yachats Planner;  
Loren Dickinson, City of Yachats Planning Commission;  
Christine Orchard, City of Yachats Planning Commission;  
Hui Rodomsky, DLCDC Regional Representative;  
James Feldmann, ODOT Regional Planner

### Introductions

- Attendees introduced themselves, their role on the project.
- Some questions arose about project team structure, email protocol (who to include on emails and when). Brian proposed routing all formal deliverables to the whole project team (i.e. people in attendance) for comments and feedback, and conducting other conversations with smaller groups as needed; attendees indicated agreement.

### Project Overview

- Brian discussed key elements of the project as identified by the scope-of-work. He identified several things to be discussed at the meeting and necessary decision points, including:
  - Timing of the Site Visit and Stakeholder Meetings
  - Composition of stakeholder group and key points of input needed from stakeholders
  - When to do demand data collection if needed, and timing around deciding if this should move forward

### Stakeholder Group Composition

- Discussion moved to appropriate people to contact as potential stakeholders.
- Re: Size, Evan indicated that the project envisions a relatively lean group at the outset, with the public workshop later in the schedule envisioned as a more widespread outreach effort.
- Brian said that the contract specified stakeholders “include, but are not limited to project Area business owners, project area residents, city council members, city staff.”

- Loren highlighted the importance of considering the point-of-view of visitors as the users of public parking since most/all residents have private parking available. Some discussion ensued regarding who might represent these views, incl a rep from Oregon Coast Visitors Association or another local visitor's center.
- Some discussion over who to include from the city, particularly whether to include a council member. Ultimately group reached consensus that a council member was unnecessary/unproductive.
- Discussion over how to have as inclusive and equitable a process as possible. Points raised by Evan and Aimée regarding involving overlooked groups, timing and designing outreach to be as inclusive as possible. Workers as well as owners should be represented among stakeholders. Important to have an equitable outreach program through both stakeholder meetings and public-facing workshop later in the process.
- Consensus largely reached around a stakeholder group consisting of 2-3 business owners in the downtown area, a public works representative (Lynn West), a stakeholder to represent residents (James Curdy), potentially a representative from the visitor's center or related group.

### Stakeholder Feedback Needed/Perception of Issues

- Per contract, areas where stakeholder feedback are needed concern the current state of parking downtown; location and timing of current parking challenges; past attempts to address parking challenges; role downtown should play in the future of the community; types of land uses should be encouraged in downtown
- Hui asked about value proposition of a parking structure to accommodate additional demand from summer traffic. Evan commented on expense of additional supply, particularly structured parking within current economy. Brian concurred, discussed that structured parking was examined for Newport, OR, but seasonal nature of demand meant it wasn't financially feasible.
- Some discussion about instead using excess capacity just outside of busiest areas. Katherine highlighted head-in parking along 4<sup>th</sup> that is underutilized. No signage exists pointing to this or other underutilized parking. Suggestions that it is a short walk that people would be willing to take if they knew parking was available.
- Other areas of interest: Space behind City Hall is popular with RV's. Important to consider this demand in planning. Also post office and C&K Market lots can become defacto public lots when demand is high.
- Katherine points out specific pot of money is available for purposes related to supporting tourism, visitor amenities. Suggests parking mitigations are a perfect use.
- Hui asks about potential for using funds for "reverse parking fee," i.e., incentivizing employees to park in lower-demand areas with a ~\$10 payment. Evan points out similarities to "parking cash-out" proposals. Katherine indicates this might be a legitimate use of funds.

## Stakeholder Meeting Timing/Logistics

- Based upon schedules, work necessary beforehand, the group agreed upon Wednesday May 25 as the date for the site visit.
- Stakeholder meetings will take place on or immediately before/after 5/25 as well. Due to time, group agreed to discuss further logistics via email at a later time. Following the meeting, Evan, Loren, and Brian agreed to conduct 1:1 meetings with each stakeholder, approximately 30 minutes each, over coffee, during a walk, etc. as convenient for each stakeholder.
- Brian asks whether it makes sense to do demand data collection during the same site visit, who makes decision to move forward. Evan answers that it's his decision. City reps indicate July/August is much busier than
- Brian suggests a tentative workshop date in mid-July. Demand data collection would take place during the same site visit if approved. James provides data confirming heaviest travel by far in the area is during July and August. Group thus concurs with this schedule.

## Documents for Background Review

- Contract lists several documents to review for framework/context around current planning effort. Brian currently has most listed; Loren and Christine are working to find remaining documentation needed.

## Key Decisions & Next Steps

Summarizing, the key decisions made and next steps are as follows:

- Brian will conduct a site visit with City staff on May 25, 2022. Loren is currently leading in scheduling stakeholder meetings. Meetings will be with one stakeholder at a time and will last approximately 30 minutes. The greater project team is welcome but not obligated to participate in any/all of these events.
- Brian is currently putting together a draft base map and draft materials to support the stakeholder engagement. This will be provided to the project team for review and feedback no later than Tuesday 5/17. I will work with Evan to incorporate edits prior to the site visit.
- Brian will conduct a parking inventory, quantifying parking available within the study area during his visit to Yachats 5/24-5/26.
- Following the site visit and meetings in May, Brian will begin to prepare a draft parking plan and draft materials for the public workshop. The workshop will be scheduled later, likely to coincide with maximal parking demand in mid-July. If agency elects to move forward demand data collection, this will occur during the same visit to Yachats.