

City of Rockaway Beach

Planning Commission Meeting Agenda



Date: February 16th, 2023
Time: 4:30 P.M.
Location: Rockaway Beach City Hall, 276 HWY 101 - Civic Facility

JOIN ZOOM MEETING

<https://us06web.zoom.us/j/82136581254?pwd=QjIrb2Jvd3QyNzhldWRJU95bUd2Zz09>

Meeting ID: 821 3658 1254

Passcode: 527551

+1 253 215 8782 US (TACOMA)

CALL TO ORDER – Bill Hassell, Chair opened the meeting at 4:30 p.m.

ROLL CALL

[Position #3 - Pat Olson: Present](#)

[Position #7 - Georgeanne Zedrick: Present](#)

[Position #5 - Bill Hassell: Present](#)

[Position #1 - Zandra Umholtz: Absent](#)

[Position #6 - Kristina Woida: Present](#)

[Position #2 - Stephanie Winchester : Present](#)

[Position #4 - Sandra Johnson: Present](#)

Also in attendance – Charles McNeilly (Mayor), Mary McGinnis (Planning Commission Liaison), Luke Shepard (City Manager), Scott Fregonese (City Planner) and Jenny Kettner (Planning Technician).

APPROVAL OF MINUTES

1. January 19th, 2022 - Corrected Hassell's last name in Public Hearing comment. Olson made a motion to accept minutes as is, seconded by Zedrick, Motion Carried.

[Position #3 - Pat Olson: Motion](#)

[Position #7 - Georgeanne Zedrick: 2nd](#)

[Position #3 - Pat Olson: Approve](#)

[Position #7 - Georgeanne Zedrick: Approve](#)

[Position #5 - Bill Hassell: Approve](#)

[Position #1 - Zandra Umholtz: Absent](#)

[Position #6 - Kristina Woida: Approve](#)

[Position #2 - Stephanie Winchester : Approve](#)

[Position #4 - Sandra Johnson: Approve](#)

CITIZEN CONCERNS, COORESPONDENCE AND COMMENTS

Randy Tompkins – (610 S Coral St.) – spoke about concerns on neighboring property owner's short term rental.

Daniel Howlett – emailed comments about SDC fees to Planning Commissioner . Johnson asked for them to be included as citizen submitted testimony.

*Scott Graebke - (26539 Kittiwake Dr.) – Spoke about mountain biking and support for public access.

*made comments after new business on agenda.

PUBLIC HEARINGS - None

Updated 3/8/23

OLD BUSINESS

1. Housing Needs Analysis (HNA)- Fregonese presented an update on the HNA, the plan is to kick off the project at next month's meeting.
2. Lake Lytle Workshop – Fregonese spoke about the workshop on 22nd and the agenda.

NEW BUSINESS

1. 2023 PC Priorities & Project – Fregonese presented and outlined each priority for 2023 and spoke to the completed priorities for 2022. Shepard spoke on Salmonberry Trail Project and timeline.

PLANNING COMMISSION COMMENTS & CONCERNS

Zedrick – She is a Master Recycler and commented on DEQ meetings at County.

Olson – No comment.

Woida – Excited about all the projects.

Johnson – Short Term Rental link on main page of City Website.

Winchester - No comment.

Hassell – Thanked McGinnis for the tour of Lake Lytle.

STAFF COMMENTS AND CONCERNS

Fregonese – nothing.

ADJOURNMENT Olson made a motion to adjourn the meeting, seconded by Johnson, Motion Carried. Meeting closed a 5:46 p.m.

[Position #3 - Pat Olson: Motion](#)

[Position #4 - Sandra Johnson: 2nd](#)

[Position #3 - Pat Olson: Approve](#)

[Position #7 - Georgeanne Zedrick: Approve](#)

[Position #5 - Bill Hassell: Approve](#)

[Position #1 - Zandra Umholtz: Absent](#)

[Position #6 - Kristina Woida: Approve](#)

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[Position #4 - Sandra Johnson: Approve](#)

Notes from 2/22/2023 Workshop

Lake Lytle

Table 1

- Opportunities
 - Additional recreational amenity for RB & Area
 - ADA Kayak Launch was very important to the table
 - Benches and/or covered picnic area as well as space for potable water
 - Minimal boat HP (10 HP)
 - Keep the lake natural-maintain the bridge-no moors on Moroni Canal & Crescent Lake
 - Designated parking areas- stop congestion- only gravel or permeable surfaces
 - Handicap parking that has access to the launch and other amenities should be included- boat trailers x street
 - Restroom improvements (connected to city sewer) and a garbage system should be included such as small receptacles for trash, recycling, and dog waste. Small receptacles will help avoid home trash dumping.
 - A swimming area should be included
 - An annual kayak/canoe regatta could occur here during the Rockaway Celebration
 - A security camera should be included
 - A bike rack should be included
 - Appropriate signage should be included such as:
 - Swimming area
 - Rules and regulations
 - Hours
 - No camping
 - Highway signage
 - Interpretive signage such as history or wildlife
 - View image to see suggested improvement locations

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- Opportunities
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 - One near parking that is on dock and is ADA accessible
 - A sand/pebble beach should be included for launching separate from the boat ramp
 - The table had differing opinions on raised walkways
 - Include hours of use for noise control- dusk to dawn
 - Picnic areas that use surface pavers to allow for drainage should be included
 - Include restrooms that lock at specified times
 - View image to see suggested improvement locations

Table 4

- Opportunities
 - Aluminum dock with benches and fishing pole holders
 - Include a doggy dispenser
 - Include a drinking water fountain as well as a fresh water spout for rinsing off from swimming
 - Include parking access at 12th avenue
 - Include a small restricting ramp for the boat launch (less than 10 HP)
 - Include an ADA kayak launch
 - Include a security camera
 - Include a dredge under the bridge
 - Include 101 signage
 - Create a children's fishing event there
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Table 5

- Opportunities
 - Include a wash station and shower faucet that is tall for swimmers
 - Include space in bathhouse for changing
 - Include parking
 - Include motor boats
 - Include litter signs
 - Include kayak lockers
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 - Include garbage bins
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 - Include ADA compliant restrooms
 - Include a launch for kayaks and boats on either side of the dock

CITIZEN SUBMITTED TESTIMONY

Current Multi family housing policy

3 messages

Daniel Howlett <danielhowlett@gmail.com>

Wed, Feb 15 at 9:11 AM

To: Sandra Johnson <s.l.johnson2021@gmail.com>

Hi Sandy,

Greetings from Nice, France! I'm on vacation for the next few months, but I've been following local Rockaway politics from afar. Yeah, I know... too much time on my hands! :) I know that you've got a planning commission meeting tomorrow. Unfortunately, it is 9 hours ahead here, which is too late for me to attend remotely.

I wanted to reach out and ask if the planning commission as part of the housing needs steering committee would please include an evaluation of Rockaway's current Multi-Family Housing Policy? Can we please take a closer look at Ordinance 53.05 to evaluate the effect of these high costs for housing construction and higher rents?

Ordinance 53.05 requires that each "dwelling" must have its own water meter, incurring an additional SDC charge, connection fee, and extra monthly water/sewer fees. This means that each additional dwelling is required to pay an additional \$11,007 for an extra water meter and an additional \$1200 per year per dwelling for water and sewer. This \$1200 per year usually gets passed on to the tenants, resulting in higher rents. If it's a new triplex, the impact fees are \$32,904 and \$3600 per year in water, which again just makes rents higher. See attached fee structure.

Other cities have lowered or waived these fees to encourage workforce housing. Other cities charge SDCs based on water supply pipe size used, not housing class. For example, a 5 bedroom 4 bath single family home pays \$15,420 in SDC fees and \$1200 per year for water. In contrast, a duplex with 2 bed 1 bath units pays \$24,162 in SDC fees and \$2400 per year for water. This fee structure incentivizes single family homes and discourages workforce housing construction. If you compare this ordinance to what other cities are charging, it will become clear why we have limited multi-family housing construction. The most recent housing study in 2007 showed multi-family housing at 9% with the goal of increasing to 20% of the housing stock. It would be great if we had policies that increase workforce housing in Rockaway Beach for the long-term health of the local economy.

Thank you in advance for your consideration.

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Lake Lytle Workshop

February 22, 2023

City Hall / Workshop Location
Study Area
Tax Lot



ADA Kayak Launch opportunity: Additional recreational amenity for RB & area

Benches and/or covered picnic area with portable water

Minimal boat H.P. < 10 H.P.

Keep it Natural - maintain bridge - no motors on Moroni Canal + Crescent Lake

Designated parking areas - stop congestion - permeable surface
+ handicap parking - access to launch ext. Boat trailers X street

Restroom Improvements + garbage system - dog trash City Sewer

Swimming Area

Annual Kayak regatta - Rockaway celebration

Security camera

Bike rack

Appropriate signage - ie swimming area, hours, history, wildlife

Team Members:

Penny Eberle
Joe Balden
Kristin Koptuch
Beverly Goertzen
John Goertzen
Sandy Johnson

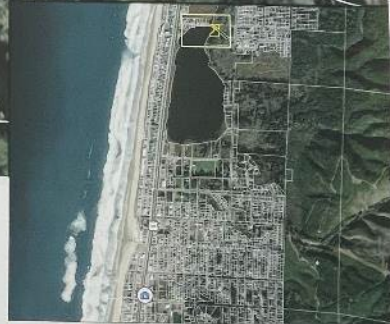
Table #



Lake Lytle Workshop

February 22, 2023

- City Hall / Workshop Location
- Study Area
- Yard Lot

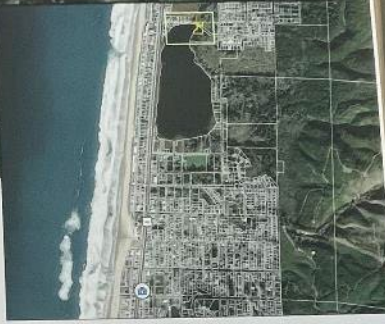


BIG IDEAS



Team Members:

Table #
2



Lake Lytle Workshop

February 22, 2023

City Hall / Workshop Location
Study Area
Tax Lot

- Aluminum Dock w/ benches + poleholders
- Doggy dispenser
- Water fountain drinking
- Water fountain - rinse off from swimming
- Parking across 12th Ave
- Small restricting ramp for boat launch < 10hp
- ADA Kayak launch
- Security camera
- Dredge under bridge
- 101 Storage
- Children's fishing event



Team Members:

4
Table#





City Hall / Workshop Location
Study Area
Tax Lot

include @
Wash Station
a Shores off
- France (Hill)
- for swimmers
Maybe space in
Differ
entire house to
change into
swimming



Team Members:

PARKING
MOTOR BOATS
LITTER SIGNS
KAYAK LEASES
PFD COULD HAVE WHEN NO 72 AND
GARDAGE SIGNS
AIR DRUG
DECONTAMINATION

By ask station
and simply send
Springs to cleanup

Swimming area.

Leaves on sign
about island boat
motor fueling
with instructions
on how to report
violations

Sign
to the
dog
house

5
e #

Handwritten:
R3 - rest of the
to component 2007
Blue Print Enhancer
Xylene



Lake Lytle Workshop

February 22, 2023

- City Hall / Workshop Location
Study Area 24th
Tax Lot 16

City Hall / Workshop Location
Study Area
Tax Lot



ROCKAWAY BEACH

OREGON

Team Members:

Quercus laevis Lydiat 1865
Rubus *leucos*
Rubus *leucos*

Table #6



Many people
with health issue
need to use motor boats
to fish. slow TKO

SIGNS

Bathrm level

Bringing to Road

First parking lot / gravel

A few Dock-
Kanyah
Boat launch

{Paving gravel
Annual mat.}

NO
WALK
NO

2- ADA
paved spots
1 ven.
1 zig

walking trail.

channel
Markers
Removal of invasive
plants / grasses

Lake Lytle Worksh

February 22, 2023



City Hall / Workshop Location



Study Area



Tax Lot

24%

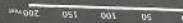
Here we're

wild life garbage receptiles
Prof



ROCKAWAY BEACH
OREGON

February 22, 2023



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Lake Lytle Workshop

February 22, 2023

City Hall / Workshop Location
 Study Area
 Tax Lot



BIG IDEAS

Team Members:

7
Table #

Northeast 12th Avenue

EX Mayor's
Residence

My sister's wedding
hangover was here
c. 1969

original
boat launch

city

island

rock

Julian Burial Site
(just kidding)

Small outdoor
stage/pavilion
for musical
events.
Preferably the
classics

Only pedal
swan boats

Night Lighting
for security

Observation
Platform over
the water a bit
with telescope

This meeting
was so friendly!
I wish they all
were~

Lake Lytle

Billiepies
are fun!





Picnic
Observation
Area

ADA
COMPLIANT
REST
ROOMS

KAYAKS

BOATS

REST ROOMS



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Workshop Responses

Type

- Fishing Area
- Swimming Area
- Kayak Launch
- Seating Area
- Trash Bins
- Signage
- Fresh Water Station
- Restroom Improvements
- Walkway
- Parking Improvements
- Lighting
- Other Improvement
- Dock
- <all other values>



City of Rockaway Beach, Oregon
276 S. Highway 101, PO Box 5
Rockaway Beach, OR 97136
(503) 374-1752 FAX (503) 374-0601
www.corb.us • cityplanner@corb.us



VARIANCE APPLICATION

(# __ - __)

Non-Refundable Fee \$880.00

Property Owner(s) Name: _____

Full Mailing Address: _____

Email: _____ Phone Number: _____

Location Information:

Situs Address: _____ AND/OR Map/Tax Lot: _____

Zoning: _____

Description of Request: _____

Justification of variance request. Explain how the request meets each of the following criteria for granting a variance per Rockaway Beach Zoning Ordinance# 143, as amended, Article 8, Variances, Section 8.020, Criteria

1. That a strict or literal interpretation and enforcement of the specified requirement would result in practical difficulty or unnecessary hardship and would be consistent with the objectives of the Comprehensive Plan.

2. 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.

3. 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.

4. That the granting of the variance would support policies contained within the Comprehensive Plan.

Note: Use extra sheets or documents, if necessary, for answering the above questions.

Attach a scale drawing showing the dimensions of the property, adjacent street(s), dimensions of existing structure and dimensions of proposed development.

I hereby certify that the above information is correct and understand that issuance of a permit based on this application will not excuse me from complying with effective Ordinances and Resolutions of the City of Rockaway Beach and Statutes of Oregon, despite any errors on the part of the issuing authority in this application.

Property Owner Signature: _____ Date: _____

OFFICE USE ONLY

Fee \$ 880.00 Date Received: _____ Receipt # _____ By: _____

Notes: _____

Notice Published: _____ Public Hearing Date: _____

Variance ☐ Granted ☐ Denied Date of Order: _____ Final Date to Appeal: _____ t _____

Planning approved by: _____ Date of Order: _____

Variance Process and Considerations

- The Variance process typically takes five (5) to six (8) weeks.
- The process requires a public hearing before the Planning Commission & advance notice in the local paper and adjoining property owners.
- The City of Rockaway must receive application, fee and all required information 30 days prior to the next hearing date. Planning Commission Meetings are held the 3rd Thursday of each Month.
- The Applicant is encouraged to attend the public hearing.
- Variance is granted for a specific item and is the only detail to be considered for the specific variance request.
- The burden of proof is on the applicant to show that the request meets the criteria.
- The power to grant variances does not extend to use regulations, it relates specifically to standards.
- A variance must be exercised within one (1) year.
- Approvals are based on the plan(s) submitted.
- A diagram of the request is necessary for adequate review by staff and Planning Commission members. Please include the following:
 - Lot dimension and shape, and North arrow (see figure below)
 - Adjoining streets by name.
 - Location of existing and proposed structures and/or alterations.
 - All Setbacks from structures to property lines for front, rear and sides.
 - Driveway(s), parking and loading areas and the location of utility easements, if known.
 - Key that identifies information required above - see Site Plan Example Below

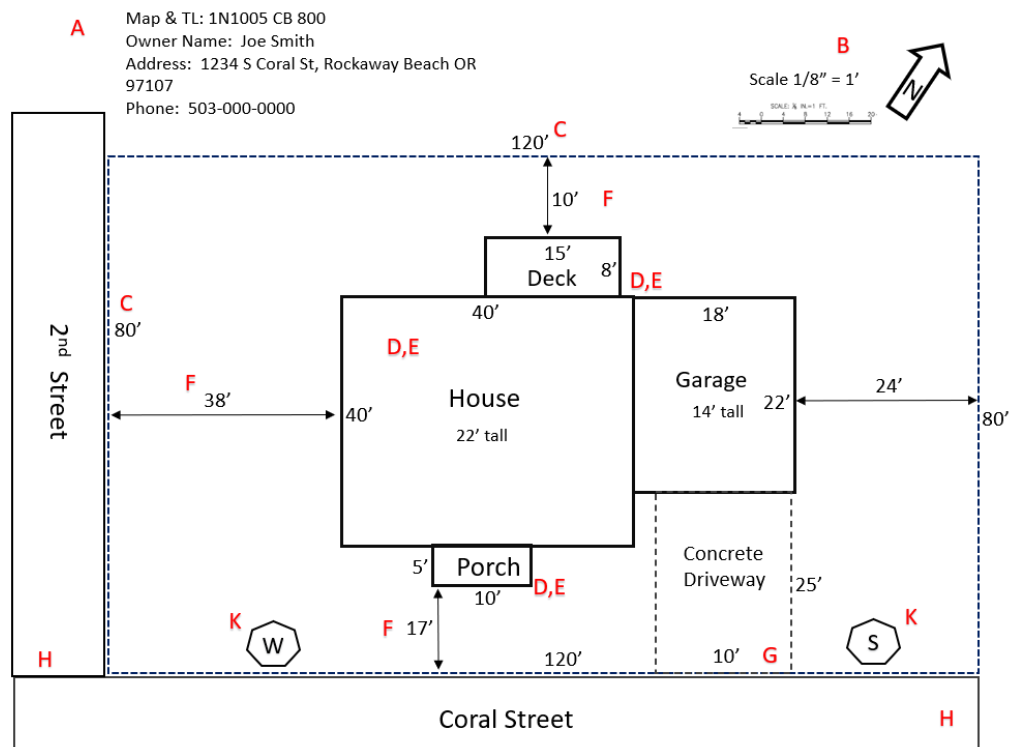
Site Plan Example

The following items **must be** clearly indicated on the site plan:

- A. Map & TL, Owner info
- B. Scale & North direction
- C. Property Lines
- D. All dimensions
- E. All structures
- F. All setbacks
- G. Access/Driveway
- H. Streets
- I. Any noted easements
- J. Wetland/Streams
- K. Utility Connections *New
(S – Sewer, W – Water)

*New - New Homes

New home site plans must be to scale, if the listed scale does not work, it will be rejected.



ROCKAWAY BEACH ZONING ORDINANCE

Article 8. Variances

Section 8.010. Purpose.

(1) 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 physical conditions on the site or in the immediate vicinity or from population densities, street location, or traffic conditions in the immediate vicinity.

(2) The power to grant variances does not extend to use regulations. In other words, 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 8.020. Criteria.

(1) Variances to a requirement of this chapter with respect to lot area and dimensions, setbacks, yard area, lot coverage, height of structures, vision clearance, fences and walls, and other quantitative requirements may be granted only if, on the basis of the application, investigation, and evidence submitted by the applicant, that all four expressly written findings are made:

- a) That a strict or literal interpretation and enforcement of the specified requirement would result in practical difficulty or unnecessary hardship and would be inconsistent with the objectives of the Comprehensive Plan; and
- 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; and
- 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; and
- d) That the granting of the variance would support policies contained within the Comprehensive Plan. Variances in accordance with this subsection should not ordinarily be granted if the special circumstances upon which the applicant relies are a result of the actions of the applicant or owner.

(2) Variances to requirements of this chapter with respect to off-street parking and loading facilities may be authorized as applied for or as modified, if, on the basis of the application, investigation, and the evidence submitted, the following express written findings are made:

- a) That neither present nor anticipated future traffic volumes generated by the use of the site or use of sites in the vicinity reasonably require strict or literal interpretation and enforcement of the requirements of this chapter.
- b) That the granting of the variance will not result in the parking or loading of vehicles on public streets in such a manner as to materially interfere with the free flow of traffic on the streets.
- c) That the granting of the variance will not create a safety hazard or any other condition inconsistent with the general purpose of this chapter.

Where a variance request is being reviewed under Section 8.020(2), only the criteria of Section 8.020(2) shall be addressed. The criteria of Section 8.020(1) are not applicable. [Section 8.020(2) amended by Ordinance #277, August 28, 1990]

Section 8.030. 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. [Added Section 8.040, this section was omitted in blue book]

Section 8.040 Application. Application for a variance in conformance with Section 11.030 shall be filed with the City Recorder on the form prescribed by the City, by any person with a legal interest in the property.

Section 8.050. Variance Review Procedures. The following procedures shall be followed in reviewing a request for a variance:

- (1) Public notice shall be given in accordance with Section 11.040.
 - (2) A public hearing shall be held in accordance with Section 11.060.
 - (3) A decision on the variance application shall be made in accordance with Section 11.060(6).
 - (4) A decision of the planning commission may be appealed to the City Council in accordance with Section 11.070.
- [Section 8.050 amended by Ordinance #277, August 28, 1990]

Section 8.080. Compliance With Conditions of Approval. Compliance with conditions of imposed in the variance, and adherence to the submitted plans as approved is required. Any departure from these conditions of approval and approved plans constitutes a violation of this chapter.

Section 8.090. Vested Interest in Approved Variances. A valid variance supersedes conflicting provisions of subsequent rezonings or amendments to this chapter unless specifically provided otherwise by the provisions of this section or in the conditions of approval of the variance.

Section 8.100. Revocation. Variances shall be automatically revoked if not exercised within one year of the date of approval.

Section 8.110. Limitation on Refiling of Application. Applications for which a substantially similar application has been denied shall be heard by the Planning Commission only after a period of six months has elapsed.

Section 8.120. Time Limit for an Approved Variance. The variance shall be null and void after one year, unless substantial construction has taken place.



City of Rockaway Beach, Oregon

276 S. Highway 101

Mailing Address: PO Box 5

Rockaway Beach, OR 97136

Cityplanner@corb.us

Phone (503) 374-1752.

ZONING PERMIT APPLICATION

(# 23 ~ ____)

Property Owner Name(s): _____

Mailing Address: _____

Phone: _____ Email: _____

Applicant Name (if different): _____

Phone: _____ Email: _____

Location Address: _____ or Map and Tax Lot: _____

Work proposed:

☐ Dwelling (SFD/MS)

☐ Duplex

☐ Multifamily

☐ Addition

☐ Interior Modification

☐ Demo / Removal

☐ Accessory Structure

☐ Other – (include details below)

☐ Detail work being done: _____

Surveys or 'Find and Flags' are required for new homes, additions or accessory structures moving toward a property line. Surveys to be less than 5 years old.

Required Information for new dwellings or modifications to structure footprints. Site Plans must show location of work being done and all setbacks. See "Site Plan Example" for additional information.

Living: _____ sq. ft. Garage: _____ sq. ft. Acc. Str.: _____ sq. ft. Deck/Misc.: _____ sq. ft.

Bedrooms: _____ # Bath: _____ # Levels: _____ N/A: _____

Setbacks: Front: _____ ft. Rear: _____ ft. Side (A): _____ ft. Side (B): _____ ft. N/A: _____

Setbacks must match site plan.

Building Height: _____ ft. Height must be included on Construction Plans. N/A: _____

Number of Parking Spaces (each 9 x 18): # _____ N/A: _____

New dwellings must provide off street parking for 2 vehicles and be included on site plan.

See next page >>>>>>>>

BY MY SIGNATURE:

1. ALL Fees are NON-REFUNDABLE. Zoning permits are valid for ONE YEAR. THIS IS NOT a building permit, all electrical, mechanical and building permits must be issued by Tillamook County Community Development prior to work being started on site.
2. Incomplete applications will have 30 days after notification of being incomplete to submit the required additional documents or the permit will be considered complete on 31st day and put up for review.
3. I hereby certify that I have read the above information and all information is correct and understand that issuance of a permit based on this application will not excuse me from complying with effective Ordinances and Resolutions of the City of Rockaway Beach and Statutes of Oregon, despite any errors on the part of the issuing authority in this application.

Property Owner Signature: _____

Date: _____

OFFICE USE ONLY

Ocean Front:_____ Flood Zone:_____ Wetlands: _____ <25% Slope: _____ N/A: _____ Zoning: _____

Situation Assigned by City:_____ TBD by County (UGB): _____ N/A: _____

Planning approved by: _____ **Date:** _____☐ See attached letter dated _____ for additional conditions of approval.**Public Works approved by:** _____ **Date:** _____☐ See attached letter dated _____ for additional conditions of approval.**Fire Dept. approved by:** _____ **Date:** _____Road Access: ☐ Passable for Emergency Vehicles ☐ Not passable for Emergency VehiclesWater Supply: ☐ Adequate Water Supply for Fire Suppression ☐ Not Adequate Water Supply☐ See attached letter dated _____ for additional conditions of approval.

Zoning Fees: \$ _____ Date: _____ Receipt #: _____

☐ Zoning ☐ Transportation SDC ☐ ROW ☐ Flood

Received: _____ Application Complete: _____ Incomplete: _____ Deadline for completion: _____

Notes: _____

Service Development Charges & Hook Up Fees

Water \$ _____ Sewer \$ _____ Total \$ _____ Receipt #: _____

To be paid later: _____ N/A: _____