



# City of Rockaway Beach Planning Commission Meeting Minutes

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**Date:** Thursday, January 15, 2026

**Location:** Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

## 1. CALL TO ORDER

President Hassell called the meeting to order at 5:00 p.m.

## 2. PLEDGE OF ALLEGIANCE

## 3. ROLL CALL

Planning Commissioners Present: Bill Hassell, Penny Cole, Sandra Johnson, Stephanie Winchester, Nancy Lanyon, Jason Maxfield, Lydia Hess

Council Members Present: Charles McNeilly, Mary McGinnis

Staff Present: Luke Shepard, City Manager; Melissa Thompson, City Recorder; Abram Tapia, City Planner

## 4. APPROVAL OF MINUTES

### a. December 18, 2025 Meeting Minutes

**Motion by** Penny Cole, seconded by Nancy Lanyon, to approve the December 18, 2025 meeting minutes as presented.

**Motion Passed** by the following vote:

Yes: 7 (Bill Hassell, Penny Cole, Sandra Johnson, Stephanie Winchester, Nancy Lanyon, Jason Maxfield, Lydia Hess)

No: 0 (None)

## 5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS - None Scheduled

## 6. STAFF REPORTS

Tapia provided an update on the following:

- Nedonna Wave Land Use Board of Appeals (LUBA) case - Applicant filed a petition for review on December 1st raising three assignments of error. City staff and legal counsel responded by brief addressing two of the assignments of error in the petition for review. Oregon Shores intervened and briefed the remaining issue. LUBA heard oral argument this week, and a final decision is expected by February 9th to determine whether the matter is concluded or remanded to the City.
- Planning Department approved 3 zoning permits in December, and Planning Commission granted a variance and made recommendations to the City Council for amendments to the

**7. PUBLIC HEARING - None Scheduled**

**8. PUBLIC INPUT ON NON-AGENDA ITEMS**

- None

**9. OLD BUSINESS - None Scheduled**

**10. NEW BUSINESS**

**a. Recap of 2025**

- Tapia presented an overview of Planning Department and Planning Commission activity in 2025.
- There was brief discussion regarding publicizing the Middle Housing code updates.

**b. Review of Expected 2026 Projects**

- Tapia presented upcoming business expected to come before the Planning Commission in 2026, including Community Grant application review, Flood Hazard Overlay (FHO) Zone amendments, and comprehensive update to the Development Code project.
- Tapia provided a more detailed overview of the Development Code Update Project, which will be focused on the housing components of the code.
- Tapia invited the Commissioner's input on which sections of the Comprehensive Plan should be prioritized.
- After discussion, three tentative priority areas were identified: economic/downtown policy, wetlands and natural resources, and transportation.
- Tapia proposed that the Commission revisit the discussion in February.
- There were comments that envisioning was an important first step, and suggestion that information be distributed in advance of public engagement.

**11. PLANNING COMMISSION COMMENTS & CONCERNS**

- Cole commented on recent weather.
- Hess advocated for more bike racks and implementing bike lanes, and suggested providing business subsidies for installation of bike racks through the Facade Grant program.
- Lanyon suggested that municipalities ask the state to prioritize repairs of Highway 6. Lanyon presented the book *Pocket Neighborhoods*, written by the architect of Manzanita's Classic Street Cottages, and offered to share it with Commissioners.
- Johnson praised the new city website. Johnson shared that the Forest Stewardship Plan Advisory Committee will meet on January 16th and encouraged all to attend.
- Maxfield gave kudos to the City Council and staff for recent accomplishments. Maxfield shared a vision for making the city more livable. Maxfield proposed the Planning Commission review Short-Term Rental (STR) regulations.

- Winchester was impressed by the new website mobile navigation. Winchester commented on the importance of bicycles, noting them as a possible solution for improving the parking situation. Winchester suggested sharing ideas with businesses about where and how to install racks.
- McGinnis commented that the new website was very usable. McGinnis shared that the City Council was looking at STR updates. McGinnis encouraged the Planning Commission to explore a vision for both tourists and full-time residents.
- McNeilly praised the new website and was pleased that it was an off-the-shelf solution designed for cities. McNeilly complemented the Planning Commission's recent work on recent amendments to the Comprehensive Plan and Zoning code, and acknowledged Tapia for his presentations. McNeilly shared that Shepard received another stellar performance review. McNeilly explained the proposed amendments to STR regulations that were currently under consideration.
- There was discussion regarding STR license transfer regulations.
- Hassell encouraged adding more benches to the Old Cedar Boardwalk. Hassell commented on the improved indexing on the new city website. Hassell was excited about starting Lake Lytle milfoil and caitail cleanup this year.

## 12. ADJOURNMENT

**Motion by** Stephanie Winchester, seconded by Sandra Johnson, to adjourn the meeting at 6:16 p.m.

**Motion Passed** by the following vote:

Yes: 7 (Bill Hassell, Penny Cole, Sandra Johnson, Stephanie Winchester, Nancy Lanyon, Jason Maxfield, Lydia Hess)

No: 0 (None)

MINUTES APPROVED THE  
19TH DAY OF FEBRUARY 2026

  
William Hassell, President

ATTEST

  
Melissa Thompson, City Recorder