



City of Rockaway Beach

Planning Commission Meeting Minutes

Date: Thursday, July 16, 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: Mary McGinnis, Planning Commission Liaison

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

4. APPROVAL OF MINUTES

a. June 18, 2026 Meeting Minutes

Hassell noted that a corrected copy of the minutes was distributed in advance of the meeting.

Motion by Jason Maxfield, seconded by Penny Cole, to approve the June 18, 2026 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

a. Planning Department Staff Report

- Tapia summarized the staff report and answered clarifying questions.

7. PUBLIC HEARING – None Scheduled

8. PUBLIC INPUT ON NON-AGENDA ITEMS

- No audience members were present.

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

a. Development Code Update Project Presentation and Draft Code Audit Report Review – Cascadia Partners

- Tapia introduced Lydia Ness and Mary Phillips with Cascadia Partners.
- Ness and Phillips gave a presentation providing project background, legal compliance audit overview of the Zoning Ordinance and Subdivision and Land Partition Ordinance, housing barriers audit and code concepts discussion, and next steps and project timeline.
- Discussion regarding concerns about the scale and compatibility of multi-unit dwelling structures in R-1 and R-2 zones. Interest in seeing more example images or addresses of multi-unit buildings.
- Concerns expressed regarding parking and preserving space for parking. Discussion regarding limitations due to the smaller size of the majority of platted lots.
- Support expressed for the minimum requirement of one parking space per unit.
- Transportation System Plan was identified as an appropriate mechanism to address potential street improvements.
- City must address 2007 Economic Opportunities Analysis commercial land deficit before allowing standalone residential permitted outright. Support expressed to preserve commercial property. Interest in reviewing more specific areas in the C-1 zone. It was noted that rezoning is outside the scope of the current project.
- Housing Needs Analysis could include policy discussion related to incentivizing habitability and use of existing properties.
- Cascadia Partners will hold public events and return to the Planning Commission in the Fall. They will revisit barriers, provide more examples and a larger zoning map for reference, and will include community feedback. Commissioners are welcome to submit feedback through City Planner Tapia.

b. Consideration to Elect Planning Commission President and Vice-President

- Hassell explained that Rockaway Beach City Code Subsection 31.01 provides that at its first meeting each July, the Planning Commission shall elect a President and Vice-President to serve 1-year terms. The President presides over meetings, and the Vice-Presidents presides when the President is unable to perform duties.
- Hassell and Maxfield confirmed that they were interested in continuing to serve as President and Vice-President. No other Commissioners expressed desire to serve.

Motion by Lydia Hess, seconded by Nancy Lanyon, to elect Bill Hassell as President and Jason Maxfield as Vice-President.

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)

11. PLANNING COMMISSION COMMENTS & CONCERNS

- Cole commented on the large crowds here for the holiday and was happy that the City was reviewing parking options. (Cole excused herself from the meeting at 7:00 p.m.)
- Johnson commented that a spreadsheet showing a progress report on Strategic Plan items was available in the December 2025 Workshop meeting packet. Johnson commended staff for their work. Johnson noted a recent newspaper article regarding Tillamook County's efforts to revise its code enforcement program and suggested the City monitor their approach and its effectiveness.
- Lanyon gave kudos to everyone for the 4th of July. Lanyon appreciated efforts to improve nuisance issues near South 6th and Easy Street. Lanyon commended Tapia for work on the Community Grant program changes. Lanyon shared concerns about noise and lights from the Oregon Coast Scenic Railroad train at night and the impact on stargazing.
- Maxfield commended staff work on the 4th of July. Maxfield advocated for a proactive strategy such as a vacancy tax to encourage housing utilization.
- McGinnis echoed praise for City employees on the 4th of July and noted the large number of visitors. McGinnis encouraged viewing of the July 16th Council Workshop for discussion regarding additional parking in the City.
- Hassell noted that an additional source of fiber optics was also discussed in the July 16th Council Workshop.

12. ADJOURNMENT

Motion by Sandra Johnson, seconded by Stephanie Winchester, to adjourn the meeting at 7:09 p.m.

Motion Passed by the following vote:

Yes: 6 (Bill Hassell, Sandra Johnson, Stephanie Winchester, Nancy Lanyon, Jason Maxfield, Lydia Hess)

No: 0 (None)

MINUTES APPROVED THE
20TH DAY OF AUGUST 2026


William Hassell, President

ATTEST


Melissa Thompson, City Recorder