

# CITY OF ROCKAWAY BEACH

## City Planning Commission Meeting



### Agenda

Date: March 17<sup>th</sup>, 2022  
Time: 6:00 PM  
Location: Rockaway Beach City Hall

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Join Zoom Meeting:

<https://us06web.zoom.us/j/88138912113?pwd=T090TTA5aWdDd2p4VG9qaDg4Y01aUT09>

Meeting ID: 881 3891 2113

Passcode: 155944

Dial by your location

+1 253 215 8782 US (Tacoma)

### **CALL TO ORDER AND APPROVAL OF AGENDA FOR CITY PLANNING COMMISSION MEETING AT 6 PM**

**A) Roll Call Commission Members:** Pat Olson, Janet McIntire, Bill Hassell, Zandra Umholtz, Georgeanne Zedrick, Sandra Johnson and Kristina Woida.

[Position #2 - Janet McIntire: Present \(Via Zoom\)](#)

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

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

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

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

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

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

### **B) Approval of Minutes**

Approval of Minutes – 2/17/2022 – Janet asked for corrections or additions – entertained motion – Pat moved to approve minutes and Bill 2<sup>nd</sup> – All approved.

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

[Position #5 - Bill Hassell: 2nd](#)

[Position #2 - Janet McIntire: Approve](#)

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

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

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

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

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

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

**C) New Business**

- a. **Planning Commissioner Training with Lisa Phipps from DLCD.** – Lisa presented Land Use Workshop via Zoom.
- b. **Update on outreach schedule for the High Grounds project.** – Scott presented update and ideas for open house meeting with public input, the plan is to hold a public meeting in the upcoming months.
- c. **Short Term Rental Nuisance proposal** – Presented proposal based on other cities and previous work done by Terri Michaels for the City. Discussion about the proposals within the PC group.

Group discussion about STR - asked about enforcement and how that will happen, suggested adding occupancy restrictions. Possible to limit to bedrooms etc. Could see possible issues with off street parking if the house does not have parking already. Questions about the public information of the STR contact and if it would be listed for the public to see and contact. Adding if STR is revoked x number of times, then unable to get a STR going forward. Possible adding a citation if they are renting out prior to issuance of city license. Questions on what or who issues the citation and what the fee schedule would be.

**D) Visitor Presentation** - None

**E) Citizen Comments and Concerns** - None

**F) Commissioner Comments and Concerns**

Pat – Glad the STR topic is on the table.

Bill – Update on 12<sup>th</sup> and 101

Sandy – still following up on Rules and Procedures with Scott

Zandra – Got ethics certification email and reminder to all complete.

Georgeanne – Appreciated the training.

Kristina – Happy to be here and on the team.

Janet – Nothing to add and a great productive meeting.

**G) City Planner Comments** – Scott felt this was a great meeting and good conversation.

**H) Adjourn at 8:03 pm.**

# Oregon's Statewide Planning Goals & Guidelines

## GOAL 1: CITIZEN INVOLVEMENT

### OAR 660-015-0000(1)

**To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.**

The governing body charged with preparing and adopting a comprehensive plan shall adopt and publicize a program for citizen involvement that clearly defines the procedures by which the general public will be involved in the on-going land-use planning process.

The citizen involvement program shall be appropriate to the scale of the planning effort. The program shall provide for continuity of citizen participation and of information that enables citizens to identify and comprehend the issues.

Federal, state and regional agencies, and special- purpose districts shall coordinate their planning efforts with the affected governing bodies and make use of existing local citizen involvement programs established by counties and cities.

The citizen involvement program shall incorporate the following components:

#### **1. Citizen Involvement -- To provide for widespread citizen involvement.**

The citizen involvement program shall involve a cross-section of affected citizens in all phases of the planning process. As a component, the program for citizen involvement shall include an officially recognized committee for

citizen involvement (CCI) broadly representative of geographic areas and interests related to land use and land-use decisions. Committee members shall be selected by an open, well-publicized public process.

The committee for citizen involvement shall be responsible for assisting the governing body with the development of a program that promotes and enhances citizen involvement in land-use planning, assisting in the implementation of the citizen involvement program, and evaluating the process being used for citizen involvement.

If the governing body wishes to assume the responsibility for development as well as adoption and implementation of the citizen involvement program or to assign such responsibilities to a planning commission, a letter shall be submitted to the Land Conservation and Development Commission for the state Citizen Involvement Advisory Committee's review and recommendation stating the rationale for selecting this option, as well as indicating the mechanism to be used for an evaluation of the citizen involvement program. If the planning commission is to be used in lieu of an independent CCI, its members shall be selected by an open, well-publicized public process.

**2. Communication -- To assure effective two-way communication with citizens.**

Mechanisms shall be established which provide for effective communication between citizens and elected and appointed officials.

**3. Citizen Influence -- To provide the opportunity for citizens to be involved in all phases of the planning process.**

Citizens shall have the opportunity to be involved in the phases of the planning process as set forth and defined in the goals and guidelines for Land Use Planning, including Preparation of Plans and Implementation Measures, Plan Content, Plan Adoption, Minor Changes and Major Revisions in the Plan, and Implementation Measures.

**4. Technical Information -- To assure that technical information is available in an understandable form.**

Information necessary to reach policy decisions shall be available in a simplified, understandable form. Assistance shall be provided to interpret and effectively use technical information. A copy of all technical information shall be available at a local public library or other location open to the public.

**5. Feedback Mechanisms -- To assure that citizens will receive a response from policy-makers.**

Recommendations resulting from the citizen involvement program shall be retained and made available for public assessment. Citizens who have participated in this program shall receive a response from policy-makers. The rationale used to reach land-use policy

decisions shall be available in the form of a written record.

**6. Financial Support -- To insure funding for the citizen involvement program.**

Adequate human, financial, and informational resources shall be allocated for the citizen involvement program. These allocations shall be an integral component of the planning budget. The governing body shall be responsible for obtaining and providing these resources.

**A. CITIZEN INVOLVEMENT**

1. A program for stimulating citizen involvement should be developed using a range of available media (including television, radio, newspapers, mailings and meetings).

2. Universities, colleges, community colleges, secondary and primary educational institutions and other agencies and institutions with interests in land-use planning should provide information on land-use education to citizens, as well as develop and offer courses in land-use education which provide for a diversity of educational backgrounds in land-use planning.

3. In the selection of members for the committee for citizen involvement, the following selection process should be observed: citizens should receive notice they can understand of the opportunity to serve on the CCI; committee appointees should receive official notification of their selection; and committee appointments should be well publicized.

**B. COMMUNICATION**

Newsletters, mailings, posters, mail-back questionnaires, and other

available media should be used in the citizen involvement program.

### **C. CITIZEN INFLUENCE**

**1. Data Collection** - The general public through the local citizen involvement programs should have the opportunity to be involved in inventorying, recording, mapping, describing, analyzing and evaluating the elements necessary for the development of the plans.

**2. Plan Preparation** - The general public, through the local citizen involvement programs, should have the opportunity to participate in developing a body of sound information to identify public goals, develop policy guidelines, and evaluate alternative land conservation and development plans for the preparation of the comprehensive land-use plans.

**3. Adoption Process** - The general public, through the local citizen involvement programs, should have the opportunity to review and recommend changes to the proposed comprehensive land-use plans prior to the public hearing process to adopt comprehensive land-use plans.

**4. Implementation** - The general public, through the local citizen involvement programs, should have the opportunity to participate in the development, adoption, and application of legislation that is needed to carry out a comprehensive land-use plan.

The general public, through the local citizen involvement programs, should have the opportunity to review each proposal and application for a land conservation and development action prior to the formal consideration of such proposal and application.

**5. Evaluation** - The general public, through the local citizen

involvement programs, should have the opportunity to be involved in the evaluation of the comprehensive land use plans.

**6. Revision** - The general public, through the local citizen involvement programs, should have the opportunity to review and make recommendations on proposed changes in comprehensive land-use plans prior to the public hearing process to formally consider the proposed changes.

### **D. TECHNICAL INFORMATION**

**1.** Agencies that either evaluate or implement public projects or programs (such as, but not limited to, road, sewer, and water construction, transportation, subdivision studies, and zone changes) should provide assistance to the citizen involvement program. The roles, responsibilities and timeline in the planning process of these agencies should be clearly defined and publicized.

**2.** Technical information should include, but not be limited to, energy, natural environment, political, legal, economic and social data, and places of cultural significance, as well as those maps and photos necessary for effective planning.

### **E. FEEDBACK MECHANISM**

**1.** At the onset of the citizen involvement program, the governing body should clearly state the mechanism through which the citizens will receive a response from the policy-makers.

**2.** A process for quantifying and synthesizing citizens' attitudes should be developed and reported to the general public.

### **F. FINANCIAL SUPPORT**

**1. The level of funding and human resources allocated to the citizen involvement program should be sufficient to make citizen involvement an integral part of the planning process.**

## Program Coordination with Other State Agencies

The state of Oregon is a major landowner in its own coastal zone. Over 75,000 acres of coastal forests, parks, and estuaries are owned and managed by state agencies. And that figure does not include the state's ocean seabed, ocean beaches, lakes, or non-tidal rivers. Other state agencies regulate certain activities that can potentially harm coastal resources. By the nature of their statutory mandates as landowners or regulators, the following state agencies have close ties to the management of ocean and coastal resources:

STATE AGENCY	RESOURCE MANAGEMENT
<a href="#">Dept. of Agriculture</a>	Leases submerged estuarine lands for commercial oyster cultivation.
<a href="#">Oregon Business Development Department</a>	Provides funding and technical assistance to the state's port districts. Researches and promotes economic development.
<a href="#">Dept. of Energy</a>	The department's Energy Facility Siting Council regulates the siting of new energy facilities, to include nuclear and thermal power plants.
<a href="#">Dept. of Environmental Quality</a>	Regulates pollution sources that affect air, water, and land resources.
<a href="#">Dept. of Fish &amp; Wildlife</a>	Regulates the harvest of fin fish, shellfish, and marine invertebrates. Also conducts research, manages refuges, and propagates fish.
<a href="#">Dept. of Geology and Mineral Industries</a>	Regulates oil, gas and geothermal activities, including drilling permits for submerged wells. Also conducts research on coastal geology, coastal geologic hazards, and marine minerals.
<a href="#">Health Division</a>	Sets sanitary boundaries in state waters for harvest of cultivated shellfish.
<a href="#">Marine Board</a>	Regulates recreational boating activities and marina development.
<a href="#">Parks and Recreation Dept.</a>	Regulates activities in the "ocean shore recreation area" up to the beach zone line. Operates state parks.
<a href="#">Division of State Lands</a>	Via the State Land Board, owns and manages submerged lands [the seabed]. Leases activities on the seabed. Regulates kelp harvesting. Regulates fill and removal activities in all state waters.
<a href="#">Dept. of Transportation</a>	Maintains Highway 101 and access to it, the coast's only north-south land transportation facility.
<a href="#">Water Resources Dept.</a>	Regulates the use of surface water and groundwater.

Due to their strong presence in coastal resource management, state agencies are in a unique position to assist the Oregon Coastal Management Program by protecting and managing specific natural resources, and by providing technical assistance, resource data and funding to other organizations for resource management. State agencies are also instructed by state statute [[ORS 197.180](#)] to make sure that their land use actions do not conflict with the state's Statewide Planning Goals or with local government comprehensive land use plans.

Each state agency's capacity to do all of this is articulated in a "State Agency Coordination Plan". Twenty-six state agencies besides DLCD have programs that affect land use. An important aim of Oregon's statewide planning is to ensure that such programs are "coordinated" – and, that they are consistent with the statewide planning goals and compatible with local comprehensive plans. Each agency's coordination program has been "certified" by the Land Conservation and Development Commission as meeting those standards, and is available for public review at the department's office in Salem.