



City of Rockaway Beach

Planning Commission Special Meeting Minutes

Date: Thursday, October 26, 2023
Location: Rockaway Beach City Hall, 276 HWY 101 - Civic Facility

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Start time: [05:00:54 PM \(00:00:28\)](#)

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

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

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

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

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

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

[Position #6 - Nancy Lanyon: Present](#)

Excused: Charles McNeilly, Mayor

Staff Present: Luke Shepard, City Manager; Mary Johnson, City Planner; and Melissa Thompson, City Recorder.

4. OLD BUSINESS

a. Subdivision #23-01: Consideration of an Application for Tentative Plan Approval of an 85-lot Subdivision of Vacant Land to be named Lake Lytle Estates Phases IV-VII

Start time: [05:01:30 PM \(00:01:04\)](#)

Hassell stated that the business before the Planning Commission was the consideration of Subdivision #23-01: An Application for Tentative Plan Approval of an 85-lot Subdivision of Vacant Land to be named Lake Lytle Estates Phases IV-VII.

Hassell explained that the Commission held a Public Hearing on the matter on October 19, 2023, and after the staff report, receipt of correspondence, applicant's presentation, public testimony, applicant rebuttal and Commission questions, the Commission moved to close the Public Hearing and keep the record open until October 26, 2023 for additional written arguments.

Hassell explained the order of business, noting that since the Public Hearing was closed after comments were heard on October 19th, there would be no public comment.

Commissioner Johnson declared a potential conflict of interest, stating that her daughter, Mary Johnson, was a registered property owner within 200 feet of the Applicant's property, and therefore

the effect of decisions on the application could have financial or other impacts on her property. Johnson stated that because this was only a potential conflict, and because she believed that she could continue to participate in the meeting without actual bias, she would fully participate in the matter.

There were no ex-parte contacts since the October 19, 2023 public hearing declared.

City Planner Johnson reported that staff received additional written testimony from Sabrina Richards, Laura & Faye Hinkle, and Theodore Hewitt & Margaret Blanke-Hewitt, and that copies were included in the meeting packet.

City Planner Johnson gave a presentation, providing a review of the matter and additional conditions for consideration based upon the public testimony that was received. (A copy of the presentation is included in the meeting record.)

Zedrick commented that since Lake Lytle Estates is isolated, and that with the amount of proposed housing there may be more children, she wanted to see space dedicated for a small park or something for families.

Commissioner Johnson concurred with Zedrick that such a large development should include a public park in the subdivision plan. There was general consensus from the rest of the Commissioners.

Lanyon asked if there was any City action pending regarding short-term rentals (STRs). Shepard responded that there was nothing pending, but it was very likely that the City Council would consider action in the near future. Shepard further clarified for Lanyon that any new rules that the City Council may impose would likely be in place prior to the final plat application for the development.

Olson made a **motion** that based on the findings of fact and recommendation presented in the City Staff Report and testimony received, the Planning Commission approve Subdivision Application Number 23-01 with the conditions listed in the City Staff Report and as stated by the Staff and authorize the Chair to sign an order to that effect. The **motion died** for lack of a second.

Johnson **moved**, seconded by Zedrick that, based on the findings of fact and recommendations presented in the City Staff Report and testimony received, the Planning Commission approve Subdivision Application Number 23-01 with the conditions listed in the City Staff Report, and with the additional condition as presented by the City Planner regarding the Frances Street cul-de-sac condition, and also with the condition that a public park be added into the subdivision plans, and authorize the Chair to sign an order to that effect.

The motion **carried** by the following vote:

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

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

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

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

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

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

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

[Position #6 - Nancy Lanyon: Approve](#)

Position #1 - Zandra Umholtz: Absent

5. ADJOURNMENT

There being no further business, Hassel adjourned the meeting at 5:28 p.m.

MINUTES APPROVED THE
16TH DAY OF NOVEMBER 2023



William Hassell, President

ATTEST



Melissa Thompson, City Recorder