



City of Rockaway Beach

Planning Commission Meeting Agenda

Date: Thursday, April 17, 2025
Time: 5:00 P.M.
Location: Rockaway Beach City Hall, 276 HWY 101 - Civic Facility

Watch live stream here: <https://corb.us/live-stream>
View meeting later here: <https://corb.us/planning-commission/>

Join here to attend remotely on Zoom:

<https://us06web.zoom.us/j/88038603766?pwd=MgppMQZzun21Ggb1jsB0jGx9cRkw1g.1>

Meeting ID: 880 3860 3766

Passcode: 274863

Dial by your location

253 215 8782 US (Tacoma)

- 1. CALL TO ORDER** – Bill Hassell, Planning Commission President
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
 - a. March 20, 2025 Meeting Minutes
- 5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS** – None Scheduled
- 6. STAFF REPORTS**
- 7. PUBLIC HEARING**
 - a. Consideration to Approve Proposed Amendments to the Rockaway Beach Zoning Ordinance, Subdivision Ordinance and Comprehensive Plan Related to Middle Housing, and Recommend their Adoption to the City Council
- 8. CITIZEN INPUT ON NON-AGENDA ITEMS**
- 9. OLD BUSINESS**
 - a. Review of Draft Code Amendments providing Exception to STR Cap for Accessible Short-Term Rentals
- 10. NEW BUSINESS**
 - a. Review of Large Community Grant Applications
- 11. PLANNING COMMISSION COMMENTS & CONCERNS**
- 12. ADJOURNMENT**



City of Rockaway Beach

Planning Commission Meeting Minutes

Date: Thursday, March 20, 2025

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

Commissioners Present: Bill Hassell, Sandra Johnson, Nancy Lanyon, Pat Olson, Lydia Hess, Jason Maxfield, and Stephanie Winchester

Council Members Present: Charles McNeilly, Mayor; and Mary McGinnis, Planning Commission Liaison

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

4. APPROVAL OF MINUTES

Start time: 5:01 p.m.

a. February 20, 2025 Meeting Minutes

Johnson made a **motion**, seconded by Olson, to approve the February 20, 2025 Meeting Minutes as presented.

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

Aye: 6 (Johnson, Lanyon, Olson, Hess, Maxfield, Hassell)

Nay: 0

Abstain: 1 (Winchester)

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS – None Scheduled

6. STAFF REPORTS

Start time: 5:02 p.m.

City Planner Johnson provided the following updates:

- Announced it will be her last meeting as City Planner, and Wes Wooten would be the new City Planner as of April 1st.

- Three new dwelling units approved so far this year.
- Applying for Oregon Department of Transportation (ODOT) Grant to update the Transportation System Plan (TSP).
- Will learn next week whether City will make it to second round of grant funding for the Salmonberry Grant.
- Notices for FEMA updates for the Biological Opinion (BiOp) Pre-Implementation Compliance Measures (PICM) will be submitted at the end of the month.

7. PUBLIC HEARING – None Scheduled

8. CITIZEN INPUT ON NON-AGENDA ITEMS

Hassell invited public comment. No audience members wished to comment.

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

a. Presentation and Review of Draft Code Amendments for Middle Housing – Cascadia Partners

Start time: 5:04 p.m.

Rachel Cotton and Jamin Kimmell, Cascadia Partners, gave a presentation providing background on Senate Bill 406 (SB406) middle housing requirements, options for local control, and a summary of the proposed code and plan amendments.

Cotton, Kimmell and staff answered clarifying questions for the Commissioners. Discussion ensued. Cotton explained that Cascadia Partners will be present at the April 17, 2025 meeting when the public hearing will be held on the proposed amendments, and the Planning Commission will make a recommendation to the City Council.

b. Review of Small Community Grant Applications

Start time: 6:11 p.m.

City Planner Johnson shared slides showing the total point ranking for each grant based on Commissioner scoring, and staff recommendations for funding based on grant criteria. Johnson explained that if Small Community Grants were funded as recommended, it would leave a remaining balance of \$52,226.42. Discussion ensued.

Johnson made a **motion**, seconded by Lanyon, that the Planning Commission recommend that the City Council award Small Community Grants in the dollar amounts indicated:

Tillamook County Developmental Disabilities: \$1,000
Rockaway Beach Business Association: \$4,999
Friends of Rockaway Beach Library: \$1,864
North Coast Communities for Watershed Protection: \$4,980 subject to the agreement that to not spend the funds for administration purposes;
Neah-Kah-Nie Coast Arts Music & Cultural Foundation: \$4,999
International Police Museum: \$4,931.58; subject to the agreement that the meeting room will be made available to all community members on the same basis

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

Aye: 7 (Johnson, Lanyon, Olson, Hess, Maxfield, Winchester, Hassell)
Nay: 0

c. Review of Draft Code Amendments providing Exception to STR Cap for Accessible Short-Term Rentals

Start time: 6:44 pm

City Planner Johnson referred Commissioners to the draft resolution establishing minimum standards for accessible short-term rentals and third-party verification, and the draft ordinance to provide a short-term rental license availability exception for accessible dwelling units.

Winchester announced that she owns a short-term rental and declared a potential conflict of interest. Winchester stated that she would not participate in discussion or vote on the matter.

Discussion of the proposed code amendments ensued. Comments and suggestions included:

- Separate the accessibility license exception from the existing cap so that those on the waiting list are not impacted.
- Consider adding some cognitive accessibility standards.
- Get baseline data first from existing STR owners before changing rules.
- Work with Tillamook County Visitors Association (TCVA) to get baseline data from existing STR owners.
- Address kitchen accessibility requirements.
- Add requirement for shower grab bars.

Shepard confirmed that staff would revise the drafts based on the Commission discussion and present them for review at the next meeting.

11. PLANNING COMMISSION COMMENTS & CONCERNS

Start time: 7:18 p.m.

Commissioner Johnson thanked each grant applicant for submitting applications.

Lanyon was glad the Commission was having discussions on that evening's topics.

Olson expressed thanks to everyone he had worked with over the years. Olson shared he had enjoyed it, and it was time for him to move on.

Winchester expressed excitement about the middle housing work, and commented that scoring the grants was rewarding.

Hess commented she was proud to be part of a city that has the opportunity to give back to the community through grants. Hess wished Olson a fond farewell.

Maxfield thanked Olson and appreciated how welcoming he was. Maxfield shared he reviewed the Comprehensive Plan and commented on the lack of new full-time residences and expressed a desire to incentivize economic development.

Hassell thanked Olson for over 10 years of service on the Commission. Hassell shared that the first David's Chair rental was on Saturday.

McNeilly thanked Olson for his service on the Commission. McNeilly complemented the Commissioners for all of the preparatory work on the grant program. McNeilly thanked Mary Johnson for her work as City Planner.

McGinnis thanked Olson for his service to the community. McGinnis thanked Mary Johnson for creating a strong functioning Planning department, and looked forward to good things she will bring to Public Works.

Shepard shared that the new City Planner, Wes Wooten, was beginning on April 1st.

12. ADJOURNMENT

Olson made a **motion**, seconded by Winchester, to adjourn the meeting at 7:27 p.m.

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

Aye: 7 (Johnson, Lanyon, Olson, Hess, Maxfield, Winchester, Hassell)

Nay: 0

MINUTES APPROVED THE
17TH DAY OF APRIL 2025

ATTEST

William Hassell, President

Melissa Thompson, City Recorder

Rockaway Beach Planning Commission
Minutes – March 20, 2025



**CITY OF ROCKAWAY BEACH
PLANNING COMMISSION ACTION**

STAFF REPORT

**Middle Housing Zoning Ordinance, Subdivision
Ordinance, and Comprehensive Plan Changes**

Case File: Ordinance 2025-02, 2025-03, and 2025-04

DLCD PAPA File: Amendment 001-25

Hearing Date: April 17, 2025

APPLICANT: City of Rockaway Beach

NATURE OF THE APPLICATION AND BACKGROUND ON THE REQUEST: The City of Rockaway Beach is proposing to amend the City of Rockaway Beach Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan. The amendments to the Ordinances and Comprehensive Plan are necessary to meet state requirements for duplexes, triplexes, quadplexes, townhouses and cottage clusters. The City must take action to amend its development code and Comprehensive Plan policies by June 30, 2025, as directed by Senate Bill (SB) 406. The bill directs cities and unincorporated communities within Tillamook County served by water and sewer to permit all forms of middle housing—duplexes, triplexes, quadplexes, townhouses, and cottage clusters—in zones where single family dwellings are permitted, consistent with the state’s adopted rules for Middle Housing in Large Cities which are implemented through state rules (OAR Division 660-046) and Middle Housing Model Code adopted by reference.

Zoning Ordinance Amendments:

- Section 1.030. Definitions
- Section 2.020. Classification of Zones
- Section 3.010. Single Family Zone (R-1)
- Section 3.020. Residential Zone (R-2)
- Section 3.030. Residential/Resort Zone (R-R)
- Section 3.040. Special Residential/Resort Zone (SRR)
- Section 3.050. Commercial Zone (C-1)
- Section 3.090. Lower Density Residential Zone (R-3)
- Section 3.091. Residential Manufactured Dwelling Zone (RMD)
- Section 3.142. Tsunami Hazard Overlay Zone
- Section 4.043. Multifamily Sitting Criteria
- Section 4.044. Townhouse Projects
- Section 4.045. Triplex and Quadplex Dwellings
- Section 4.046. Cottage Clusters
- Section 4.060. Off-Street Parking and Off-Street Loading Requirements
- Section 5.050. General Exceptions to Lot Size Requirements
- Section 5.060. General Exceptions to Yard Requirements
- Section 7.030. Change of Nonconforming Uses
- Section 10.030. Permitted Buildings and Uses
- Section 10.040. Development Standards



Subdivision Ordinance Amendments:

- Middle Housing Land Divisions
 - Section 43. Applicability
 - Section 44. Process
 - Section 45. Submittal Requirements
 - Section 46. Decision Criteria
 - Section 47. Conditions of Approval
 - Section 48. Process for Final Plat Approval

Comprehensive Plan Amendments:

- Beaches and Dunes Policy
- Land Use Categories
- The Manhattan Residential/Resort Area
- The Special Residential/Resort Area
- The Single Family or Duplex Residential Area
- The Saltair Creek Residential/Resort Area (R-R)
- The East Rockaway Beach Residential Area (R)
- Housing Element
- Policies

RELEVANT CRITERIA: The following standards apply to this request:

- **Rockaway Beach Zoning Ordinance. Article 9. Amendments.**

Section 9.010. Authorization to Initiate Amendments. An amendment to the text of this ordinance or to a zoning map may be initiated by the City Council, Planning Commission, or by application of the property owner(s), contract purchaser(s), or his/her/their authorized agent.

Section 9.015. Burden of Proof. The burden of proof is placed upon the initiator of the amendment. That burden shall be to prove:

1. The proposed amendment fully accords with applicable Comprehensive Plan goals and policies; and
2. The proposed amendment is required to meet a land use need.

- **Rockaway Beach Comprehensive Plan. The Planning Process.**

Amendments to the text of the comprehensive plan shall be made only where findings have been adopted that the following criteria are met:

- A. The amendment is consistent with the comprehensive plan's goals and policies; and
- B. The amendment is necessary to meet a land use need.



NOTIFICATION: The Department of Land Conservation and Development (DLCD) was provided notice of the proposed legislative amendments on March 13, 2025. Notice of this public hearing was posted online on the City website and was published in the Headlight Herald.

COMMENTS: None received.

DISCUSSION OF REQUEST: This draft set of amendments to the City of Rockaway Beach Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan, implement HB 2001 (2019), as directed by Senate Bill (SB) 406. At a minimum, cities and unincorporated communities within Tillamook County served by water and sewer must permit all forms of middle housing - duplexes, triplexes, quadplexes, townhouses, and cottage clusters - in zones where single-family dwellings are permitted, consistent with the state's adopted rules for Middle Housing in Large Cities. The amendments also put in place design standards for triplex, quadplex, townhouse, and cottage cluster projects consistent with DLCD's Model Code for Large Cities.

FINDINGS: This is a legislative action whereby the City Council, after considering a recommendation by the Planning Commission, must determine that the amendments are in accordance with applicable Comprehensive Plan goals and policies and necessary to meet land use needs. Before any amendments are adopted by the City Council, staff will prepare an ordinance with findings demonstrating that the changes comply with applicable statewide planning goals, including Goal 1: Public Involvement and Goal 10: Housing.

CONCLUSION AND RECOMMENDATION: The Planning Commission should review the proposed amendments and make a recommendation to the City Council. The recommendation can include suggested changes to the amendments. Staff recommend to the Rockaway Beach Planning Commission approval of the above listed amendments. The findings of the planning staff support the proposed amendments to the City of Rockaway Beach Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan. The amendments are consistent with the applicable criteria.

In making a decision, the Rockaway Beach Planning Commission may:

1. Recommend approval of the amendments to the City of Rockaway Beach Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan, as recommended by planning staff.

Suggested Motion: *I move that based on the facts and evaluations presented in the City Staff Report, and evidence presented, the Planning Commission recommend to the City Council approval and adoption of the amendments to the City of Rockaway Beach Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan.*

2. Recommend approval of the amendments to the City of Rockaway Beach Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan, with additional changes. In the event of an approval, Staff offer the following suggested motion for the Planning Commissioner's consideration:

Suggested Motion: *I move that based on the facts and evaluations presented in the City Staff Report, and evidence presented, the Planning Commission recommend to the City Council approval and adoption of the amendments to the City of Rockaway Beach Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan, with the following changes...*

ROCKAWAY BEACH ZONING ORDINANCE

[...]

Article 4. Supplementary Provisions.

[...]

Section 4.043. Multifamily-unit Siting Criteria	X
<u>Section 4.044. Townhouse Projects</u>	<u>X</u>
<u>Section 4.045. Triplex and Quadplex Dwellings</u>	<u>X</u>
<u>Section 4.046. Cottage Clusters</u>	<u>X</u>

[...]

Section 1.030. Definitions. As used in this ordinance the following words and phrases shall mean:

[...]

(6) **Building.** A structure, including modular housing and manufactured homes, built for the support, shelter, or enclosure of persons, animals, or property of any kind, and having a fixed base on, or fixed base to the ground.
[Amended by Ordinance #94- 308, February 9, 1994]

[...]

(16) **Dwelling Unit.** ~~One or more rooms in a building that are designed for occupancy by one family and which contain one or more of the following features: 1) refrigeration and cooking capabilities, 2) a sink intended for meal preparation, not including a 'wet bar', 3) a dishwashing machine, 4) a separate and distinct entrance door, and/or 5) a separate utility meter.~~ A single unit providing complete independent living facilities for 1 or more persons, including provisions for living, sleeping, cooking and sanitation. Provisions for cooking shall mean an area used, or designated to be used, for the preparation of food.

(17) **Dwelling, Single-Family or One-Family Unit.** ~~A detached building containing one dwelling unit and designed for occupancy by one family only~~ dwelling unit built and intended for occupancy by one household, built on a single lot or parcel, constructed on site or elsewhere. Detached modular homes (aka prefabricated buildings) consisting of multiple modules constructed off site, are considered single detached dwellings. Dwelling units on individual lots that are part of a cottage cluster are not single detached dwellings.

(18) **Dwelling, Duplex or Two-Family.** ~~Two dwelling units in any configuration. Both units of a duplex must be built on a single lot or parcel, or located on two child lots created through a middle housing land division.~~

(19) **Dwelling, Townhouse.** A dwelling unit that is part of a row of two or more attached dwelling units, where each unit is located on an individual lot or parcel and shares at least one common wall with an adjacent dwelling unit.

(20) **Dwelling, Triplex.** Three dwelling units in any configuration. All three units must be built on a single lot or parcel, or located on three child lots created through a middle housing land division.

(21) **Dwelling, Quadplex.** Four dwelling units in any configuration. All four units must be built on a single lot or parcel, or located on four child lots created through a middle housing land division.

(22) **Dwelling, Multifamily** **Multi-unit.** ~~A building or portion thereof, designed for occupancy by three or more families living independently of each other.~~ A residential structure containing five or more dwelling units sharing common walls or floors and ceilings, built on a single lot or parcel.

(23) **Dwelling, Cottage Cluster.** A grouping of no fewer than four detached dwelling units per acre with a footprint of less than 900 square feet each, located on a single lot or parcel that includes a common courtyard or located on child lots created through a middle housing land division.

[...]

[...Renumber remaining sections]

(XX) **Lot** ~~A parcel or tract of land.~~ **or parcel.** Any legally created unit of land.

(XX) **Lot, Parent / Lot, Child.** Parent lot refers to a lot of record or a lot in a subdivision, partition, or middle housing land division which is developed, or proposed to be developed, with 2 or more townhouses or other type of middle housing, and which may therefore be further divided to allow individual ownership of each dwelling unit. Child lot refers to the unit(s) of land created from a parent lot. A child lot created through a middle housing land division is also referred to as a middle housing lot. Only one dwelling unit is permitted on each resulting middle housing lot.

(XX) **Middle Housing.** A category of housing types that includes duplexes, triplexes, quadplexes, cottage clusters, and townhouses

(XX) **Middle Housing Land Division.** The partition or subdivision of a lot or parcel on which the development of middle housing is allowed under ORS 197.758 (2). A middle housing land division is an action distinct from other types of land divisions per this Oregon law. Further division of lots or parcels resulting from a middle housing land division are prohibited.

(XX) **Townhouse Project.** One or more townhouse structures constructed, or proposed to be constructed, together with the development site where the land has been divided, or is proposed to be divided, to reflect the Townhouse property lines and the any commonly owned property.

(XX) **Sufficient Infrastructure.** The following level of public services to serve new Triplexes, Quadplexes, Townhouses, or Cottage Cluster development:

- (1) Connection to a public sewer system capable of meeting established service levels.
- (2) Connection to a public water system capable of meeting established service levels.
- (3) Access via public or private streets meeting adopted emergency vehicle access standards to a city's public street system.
- (4) Storm drainage facilities capable of meeting established service levels for storm drainage.

[...]

Section 2.020. Classification of Zones. For the purposes of this ordinance the following zones are hereby established:

Zone	Abbreviated Designation
<u>Residential</u>	R-1
<u>Medium Density Residential</u>	R-2
Lower Density Residential.....	R-3
Resort Residential.....	R-R
Special Residential Resort.....	SRR
Commercial.....	C-1
Waterfront Development.....	WD
Special Area Wetland.....	SA
Residential Manufactured Dwellings.....	RMD

Some areas within the City are also hereby included in one or more of the following overlay districts, each of which has special provisions that, along with the provisions of the basic zoning district, govern the use of property.

Overlay Zone.....	Abbreviated Designation
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Flood Hazard Overlay.....	FHO
Hazard Overlay.....	HO
Wetland Notification.....	WO
[Amended by Ordinance #277, August 28, 1990]	
[...]	

Section 3.010. ~~Single Family~~ Residential (R-1) Zone In an R-1 zone the following regulations shall apply:

(1) **Uses Permitted Outright.** In an R-1 zone the following uses and their accessory uses are permitted outright:

(a) ~~Single-family-unit~~ dwellings, including modular housing and manufactured homes. Manufactured homes shall be subject to the standards of the Section 4.091.

[Amended by Ordinance #94-308, February 9, 1994]

(b) Middle housing

[...Re-letter remaining sections]

(2) **Conditional Uses Permitted.** In an R-1 zone the following conditional uses and their accessory uses are permitted subject to the provisions of Article 6.

(a) ~~Duplexes.~~

(b) Churches and community meeting buildings.

(c) Golf course, tennis courts, swimming pools and other private recreation areas.

(d) Parks and publicly owned recreation areas.

(e) Public utility structure such as a substation.

(f) Government or municipal structures.

(g) Public owned parking lot.

(h) Non-profit conference ground or center operated for educational, charitable, or religious purposes, meeting the standards of Section 6.050.

(i) Bed and breakfast.

[Amended by Ordinance #277, August 28, 1990; Title only amended Ordinance #93-299, March 24, 1990]

(3) **Standards.** In an R-1 zone the following standards shall apply:

(a) For single unit dwellings and duplexes, the minimum lot size shall be 3,500 square feet for lots existing at the time of the adoption of Ordinance 235. Lots platted after the adoption of Ordinance 235 shall have a minimum lot size of 5,000 square feet.

(b) The average lot size for townhouses in a townhouse project shall be a minimum of 1,500 square feet.

(c) The minimum lot size for triplexes, quadplexes, and cottage clusters shall be 5,000 square feet.

[Amended by Ordinance #235, June 25, 1985]

[...Re-letter remaining sections]

~~_____ (b) The density of duplexes shall be: for lots existing prior to the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 3,500 square feet, for lots platted after the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 5,000 square feet.~~

~~[Amended by Ordinance #235, June 25, 1985]~~

~~(xx) Minimum lot width is 50 feet, except for lots between 3,500 and 4,999 square feet, the minimum lot width shall be 35 feet. For townhouses, the minimum lot width shall be 20 feet.~~

~~(xx) Minimum lot depth is 70 feet, except for lots between 3,500 and 4,999 square feet, the minimum lot depth shall be 60 feet.~~

~~[Amended by Ordinance #93-299, March 24, 1990]~~

~~(xx) The minimum front yard shall be 15 feet, unless subsection 3.010(3)(h) applies.~~

~~[Amended by Ordinance #235, June 25, 1985]~~

~~(xx) The minimum side yard shall be 5 feet, except that on the street side of a corner lot it shall be 15 feet. For townhouses, the minimum side yard along a common wall lot line where units are attached shall be 0 feet.~~

~~[Amended by Ordinance #235, June 25, 1985]~~

~~(xx) The minimum rear yard shall be 20 feet, except that on a corner lot it may be a minimum of 5 feet unless subsection 3.010(3)(h) applies. Oceanfront structures shall conform to Section 5.060(1)(b).~~

~~[Amended by Ordinance #94-312, June 8, 1994]~~

~~(xx) For lots of less than 5,000 square feet in size, but more than 3,500 square feet, the minimum front yard shall be 15 feet and the minimum rear yard shall be 10 feet, except that on a corner lot the rear yard may be a minimum of 5 feet. For lots of 3,500 square feet in size or less, the minimum front yard and rear yard shall be ten feet, except that on a corner lot the rear yard may be a minimum of 5 feet. Notwithstanding the above, oceanfront structures shall conform to Section 5.060(1)(b).~~

~~[Amended by Ordinance #94-312, June 8, 1994]~~

~~(xx) For single unit dwellings, the maximum building height shall be 20 feet on the oceanfront and 24 feet elsewhere, except east of Highway 101 it shall be 29 feet.~~

~~(xx) For middle housing, the maximum building height shall be 25 feet, except east of Highway 101 it shall be 29 feet.~~

~~[Amended by Ordinance #01-371, September 12, 2001]~~

~~(xx) A minimum of 30% of the lot will be maintained in natural vegetation or landscaping.~~

~~[Section (j) added by Ordinance #93-299, March 24, 1990]~~

Section 3.020. Medium Density Residential Zone (R-2). In an R-2 zone the following regulations shall apply:

(1) **Uses Permitted Outright.** In an R-2 zone the following uses are permitted outright:

(a) Single family unit dwellings, including modular housing and manufactured homes. Manufactured homes shall be subject to the standards of Section 4.091.

[Amended by Ordinance #94-308, February 9, 1994]

(b) Middle housing

[...Re-letter remaining sections]

[...]

(3) **Standards and Criteria.** In an R-2 zone the following standards and criteria shall apply:

- (a) For single unit dwellings and duplexes, the minimum lot size shall be 3,500 square feet for lots existing at the time of the adoption of Ordinance 235, lots platted after the adoption of Ordinance 235 shall have a minimum size of 5,000 square feet.

[Amended by Ordinance #235, June 25, 1985]

(b) The average lot size for townhouses in a townhouse project shall be a minimum of 1,500 square feet.

(c) The minimum lot size for triplexes, quadplexes, and cottage clusters shall be 5,000 square feet.

[...Re-letter remaining sections]

~~(b) The density of duplexes shall be: for lots existing prior to the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 3,500 square feet; for lots platted after the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 5,000 square feet.~~

~~[Amended by Ordinance #235, June 25, 1985]~~

The density of multifamily multi-unit dwellings shall be 1,750 square feet of lot area per unit. ~~The minimum lot size of a multifamily dwelling shall be 5,250 square feet.~~

[Amended by Ordinance #235, June 25, 1985]

(c) Minimum lot width is 50 feet, except for lots between 3,500 and 4,999 square feet, the minimum lot width shall be 35 feet. For townhouses, the minimum lot width shall be 20 feet.

[Amended by Ordinance #93-299, March 24, 1993]

(d) Minimum lot depth is 70 feet, except for lots between 3,500 and 4,999 square feet, the minimum lot depth shall be 60 feet.

[Amended by Ordinance #93-299, March 24, 1993]

(e) The minimum front yard shall be 15 feet for lots of more than 3,500 square feet. For lots of 3,500 square feet or less, the minimum front yard shall be 10 feet. Notwithstanding the above, oceanfront structures shall conform to Section 5.060(1)(b).

[Amended by Ordinance #239, February 11, 1986]

(f) The minimum side yard shall be 5 feet, except that on the street side of a corner lot it shall be 15 feet. For townhouses, the minimum side yard along a common wall lot line where units are attached shall be 0 feet.

[Amended by Ordinance #235, June 25, 1985]

(g) The minimum rear yard shall be five feet. Notwithstanding the above, oceanfront structures shall conform to Section 5.060(1)(b).

(h) For single unit dwellings, the maximum building height shall be 20 feet on the oceanfront and 24 feet elsewhere, except east of Highway 101 it shall be 29 feet.

(i) For middle housing, the maximum building height shall be 25 feet, except east of Highway 101 it shall be 29 feet.

[Amended by Ordinance #01-371, September 12, 2001]

[...Re-letter remaining sections]

[...]

Section 3.030. Residential/Resort Zone (R-R). In an R-R zone the following regulations shall apply:

(1) **Uses Permitted Outright.** In an R-R zone the following uses and their accessory uses are permitted outright:

(a) Single ~~family~~ unit dwellings, including modular housing and manufactured homes. Manufactured homes shall be subject to the standards of Section 4.091.

[Amended by Ordinance #94-308, February 9, 1994]

(b) Duplexes Middle housing and multifamily multi-unit dwellings.

(c) Home occupations (See Section 4.090).

(d) Churches and community meeting buildings.

(e) Signs subject to the provisions of Section 4.050.

[...]

(3) **Standards.** In the R-R, the following standards shall apply:

(a) For single unit dwellings and duplexes, the minimum lot size shall be 3,500 square feet for lots existing at the time of the adoption of Ordinance 235. Lots platted after the adoption of Ordinance 235 shall have a minimum lot size of 5,000 square feet.

(b) The average lot size for townhouses in a townhouse project shall be a minimum of 1,500 square feet.

(c) The minimum lot size for triplexes, quadplexes, and cottage clusters shall be 5,000 square feet.

[Amended by Ordinance #235, June 25, 1985]

~~(b) The density of duplexes shall be: for lots existing prior to the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 3,500 square feet; for lots platted after the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 5,000 square feet.~~

~~[Amended by Ordinance #235, June 25, 1985]~~

The density of multifamily ~~multi-unit~~ dwellings and condominiums shall be 1,750 square feet of lot area per unit.
~~The minimum lot size for a multifamily dwelling shall be 5,250 square feet.~~

[Amended by Ordinance #235, June 25, 1985]

The maximum density of motels, hotels, and timeshare condominiums shall be one unit per 1,000 square feet of site area.

[...Re-letter remaining sections]

[Amended by Ordinance #235, June 25, 1985]

(c) Minimum lot width is 50 feet, except that for lots between 3,500 and 4,999 square feet, the minimum lot width shall be 35 feet. For townhouses, the minimum lot width shall be 20 feet.

[Amended by Ordinance #93-299, March 24, 1990]

(d) Minimum lot depth is 70 feet, except for lots between 3,500 and 4,999 square feet, the minimum lot depth shall be 60 feet.

[Amended by Ordinance #93-299, March 24, 1990]

(e) The minimum front yard shall be 15 feet unless subsection 3.030(3)(h) applies. [Amended by Ordinance #235, June 25, 1985]

(f) The minimum side yard shall be 5 feet, except that on the street side of a corner lot it shall be 15 feet. For townhouses, the minimum side yard along a common wall lot line where units are attached shall be 0 feet.

[Amended by Ordinance #235, June 25, 1985]

(g) The minimum rear yard shall be 20 feet, except that on a corner lot it may be a minimum of 5 feet, unless subsection 3.030(3)(h) applies. Oceanfront structures shall conform to Section 5.060 (1)(b).

[Amended by Ordinance #235, June 25, 1985]

(h) For lots of less than 5,000 square feet in size, but more than 3,500 square feet, the minimum front yard shall be 15 feet and the minimum rear yard shall be 10 feet, except that on a corner lot the rear yard may be a minimum of 5 feet. For lots of 3,500 square feet in size or less, the minimum front yard and rear yard shall be 10 feet, except that on a corner lot the rear yard may be a minimum of 5 feet. Notwithstanding the above, oceanfront structures shall conform to Section 5.060 (l)(b).

[Amended by Ordinance #239, February 11, 1986]

(xx) For single unit dwellings, the maximum building height shall be 20 feet on the oceanfront and 24 feet elsewhere, except east of Highway 101 it shall be 29 feet. For property more than 2,000 feet from the Oregon Coordinate Line the maximum building height shall be 45 feet.

(xx) For middle housing, the maximum building height shall be 25 feet, except east of Highway 101 it shall be 29 feet. For property more than 2,000 feet from the Oregon Coordinate Line the maximum building height shall be 45 feet.

[Amended by Ordinance #01-371, September 12, 2001]

[...]

Section 3.040. Special Residential/Resort Zone (S/R/R). In a SR-R zone the following regulations shall apply:

(1) **Uses Permitted Outright.** In an S/R/R zone, the following uses and their accessory uses are permitted outright:

(a) Single ~~family~~ unit dwellings, including modular housing and manufactured homes. Manufactured homes shall be subject to the standards of Section 4.091.

[Amended by Ordinance #94-308, February 9, 1994]

(b) ~~Duplexes~~ Middle housing and ~~multifamily~~ multi-unit dwellings.

(c) Home Occupation (See Section 4.090).

(d) Government or municipal structure.

(e) Signs subject to the provisions of Section 4.050.

(f) Family day care center.

(g) Residential home and residential facility.

[...]

Section 3.050. Commercial Zone (C-1).

[...]

(2) **Conditional Uses Permitted.** In a C-1 zone, the following conditional uses and accessory uses are permitted:

(f) Single ~~family~~ unit dwellings including modular housing and manufactured homes, ~~duplexes~~ and ~~multiple family~~ multi-unit dwellings. Manufactured homes shall be subject to the standards of Section 4.091.

[...]

Section 3.090. Lower Density Residential Zone (R-3). In an R-3 zone the following regulations shall apply:

(1) **Uses Permitted Outright.** In an R-3 zone, the following uses and their accessory uses are permitted outright:

(a) Single ~~family~~ unit dwellings, including modular housing and manufactured homes, ~~duplexes~~ middle housing and ~~multifamily~~ multi-unit homes. Manufactured homes shall be subject to the standards of Section 4.091.

[Amended by Ordinance #94-308, February 9, 1994]

[...]

(3) **Standards.** In an R-3 zone, the following standards shall apply:

(a) Minimum lot size in an R-3 zone shall be 5,000 square feet except for townhouses, where average lot size for townhouses in a townhouse project shall be a minimum of 1,500 square feet, where sanitary sewer service is available, or will be made available, except as provided in (h) below; otherwise, minimum lot size shall be 7,000 square feet.

[Amended by Ordinance #163, May 14, 1979]

(b) Density limits for townhouses in this area shall be 25 dwellings per acre. Density limits for all other housing types in this area shall be 9 dwellings per acre, except for triplex, quadplex, and cottage cluster developments which are exempt from maximum density, and except as provided in (h) below.

[Amended by Ordinance #163, May 14, 1979]

(c) Minimum lot width is 50 feet, except that for lots between 3,500 and 4,999 square feet, the minimum lot width shall be 35 feet. For townhouses, the minimum lot width shall be 20 feet.

[Amended by Ordinance #93-299, March 24, 1993]

(d) Minimum lot depth is 70 feet, except for lots between 3,500 and 4,999 square feet, the minimum lot depth shall be 60 feet.

[Amended by Ordinance #93-299, March 24, 1993]

(e) Minimum front yard setback shall be 10 feet from the street right-of-way.

[Amended by Ordinance #163, May 14, 1979]

(f) Minimum setback on all other sides shall be 5 feet from the lot line. For townhouses, the minimum side yard along a common wall lot line where units are attached shall be 0 feet.

[Amended by Ordinance #163, May 14, 1979]

(g) For single unit dwellings, the maximum building height shall be 20 feet on the oceanfront and 24 feet elsewhere, except east of Highway 101 it shall be 29 feet.

(h) For middle housing, the maximum building height shall be 25 feet, except east of Highway 101 it shall be 29 feet.

[Amended by Ordinance #18-432, January 8, 2020]

[...Re-letter remaining sections]

(xx) Where a proposed use is to be a Planned Unit Development involving residential structures, the Planning Commission may authorize an additional two dwelling units per acre if the development is properly designed. Planned developments over 20 acres or new planned developments added to the Urban Growth Boundary (UGB) after January 1, 2021, maximum density shall be 15 dwelling units per acre. For sites under 20 acres, middle housing is not subject to density maximums except for townhouses, for which maximum density shall be 25 dwelling units per acre. Aesthetic, geologic and environmental factors shall be taken into account. The Planning Commission may require an engineering, geologic, or structural analysis where it appears that steep slopes or wetlands are to be used for construction purposes rather than open space. The Planning Commission may attach any reasonable conditions it sees fit in the course of the Planned Unit Development process.

(xx) The requirements of Section 4.041, Shorelands Development Criteria, shall be met where uses are to be located within 50 feet of a lake within the Rockaway Beach Urban Growth Boundary.

(xx) A minimum of 30% of the lot will be maintained in natural vegetation or landscaping.

[Section (j) added by Ordinance #93-299, March 24, 1990]

Section 3.091. Residential Manufactured Dwelling Zone - RMD Zone. In an RMD Zone, the following regulations apply:

(1) **Uses Permitted Outright.** In an RMD Zone, the following uses and their accessory uses are permitted outright:

(a) Single-family ~~unit~~ dwellings, including modular and Manufactured homes. Manufactured homes shall be subject to the standards of Section 4.091.

[Amended by Ordinance #94-308, February 9, 1994]

(b) ~~Duplex.~~ Middle housing.

- (c) Manufactured dwelling subject to Section 4.095.
- (d) Signs subject to Section 4.050.

[...]

- (3) **Standards.** In an RMD Zone, the following standards shall apply:
(Title amended by Ordinance #277, August 28, 1990]

(a) For single unit dwellings and duplexes, the minimum lot size shall be 3,500 square feet lots existing at the time of adoption of Ordinance 235. Lots platted after the adoption of Ordinance 235 shall have a minimum size of 5,000 square feet.

(b) The average lot size for townhouses in a townhouse project shall be a minimum of 1,500 square feet.

(c) The minimum lot size for triplexes, quadplexes, and cottage clusters shall be 5,000 square feet.

[Amended by Ordinance #235, June 25, 1985]

~~(b) The density of duplexes shall be: for lots existing prior to the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 3,500 square feet; for lots platted after the adoption of Ordinance 235, a duplex is permitted on a lot with a minimum size of 5,000 square feet.~~

~~———— [Amended by Ordinance #235, June 25, 1985]~~

(c) Minimum lot width is 50 feet, except that for lots between 3,500 and 4,999 square feet, the minimum lot width shall be 35 feet. For townhouses, the minimum lot width shall be 20 feet.

[Amended by Ordinance #93-299, March 24, 1990]

(d) Minimum lot depth is 70 feet, except for lots between 3,500 and 4,999 square feet, the minimum lot depth shall be 60 feet.

[Amended by Ordinance #93-299, March 24, 1990]

(e) The minimum front yard shall be 15 feet for lots of more than 3,500 square feet. For lots of 3,500 square feet or less, the minimum front yard shall be 10 feet. Notwithstanding the above, oceanfront structures shall conform to Section 5.060(1)(b).

[Amended by Ordinance #257, May 24, 1988]

(f) Minimum side yard shall be 5 feet except that on the street side of a corner lot it shall be 15 feet. For townhouses, the minimum side yard along a common wall lot line where units are attached shall be 0 feet.

[Amended by Ordinance #235, June 25, 1985]

(g) The minimum rear yard shall be 5 feet. Notwithstanding the above, oceanfront structures shall conform to Section 5.060(1)(b).

[Amended by Ordinance #257, May 24, 1988]

(h) For single unit dwellings, the maximum building height shall be 20 feet on the oceanfront and 24 feet elsewhere, except east of Highway 101 it shall be 29 feet.

(i) For middle housing, the maximum building height shall be 25 feet, except east of Highway 101 it shall be 29 feet.

[...Re-letter remaining sections]

[Amended by Ordinance #18-432, January 8, 2020]

[Amended by Ordinance #239, February 11, 1986]

(xx) A minimum of 30% of the lot will be maintained in natural vegetation or landscaping.

[Amended by Ordinance #93-299, March 24, 1990]

[...]

Section 3.142 Tsunami Hazard Overlay Zone

[...]

(6) **Evacuation Route Improvement Requirements.** Except ~~existing~~ single family ~~unit~~ dwellings on existing lots and parcels, all new development, substantial improvements and land divisions in the Tsunami Hazard Overlay Zone shall incorporate evacuation measures and improvements, including necessary vegetation management, which are consistent with and conform to the adopted Tsunami Evacuation Facilities Improvement Plan. Such measures may include:

[...]

Section 4.043. Multifamily Multi-Unit Siting Criteria. In any zone where a ~~multifamily~~ ~~multi-unit~~ dwelling is proposed, the Planning Commission shall review the plans under the following criteria:

[...]

Section 4.060. Off-Street Parking and Off-Street Loading Requirements. At the time a new structure is erected, or the use of an existing structure is enlarged, off-street parking spaces, loading spaces, and access thereto shall be provided as set forth in this section, unless greater requirements are otherwise established.

[...]

(18) Off-Street Parking Space Requirements.

(a) Single unit dwelling.....Two spaces per dwelling unit.

(b) Duplex, townhouse or cottage cluster.....One space per dwelling unit.

(c) Triplex.....One space for lots less than 3,000 square feet; Two spaces for lots greater than or equal to 3,000 and less than 5,000 square feet; Three spaces for lots greater than or equal to 5,000 square feet.

(d) Quadplex.....One space for lots less than 3,000 square feet; Two spaces for lots greater than or equal to 3,000 and less than 5,000 square feet; Three spaces for lots greater than or equal to 5,000 square feet and less than 7,000 square feet; Four spaces for lots greater than or equal to 7,000 square feet.

[...Renumber remaining sections]

Section 5.050. General Exception to Lot Size Requirements.

(1) No parcel of land less than 1,750 square feet shall support a residential use, except townhouses where the average lot size for townhouses in a townhouse project shall be a minimum of 1,500 square feet.

(2) If a lot does not meet the minimum lot size requirements of the zone in which the property is located, residential use shall be limited to a single ~~family~~ ~~unit~~ dwelling or duplex or to the number of dwelling units

consistent with the density limitations of the zone.

(3) A single unit dwelling may be converted to middle housing per OAR 660-046-0230.

[...]

Section 5.060. General Exceptions to Yard Requirements.

[...]

(2) The required width of a side yard may be reduced to 10 percent of the width of the lot, but not less than 3 feet, except for the street side of a corner lot which must maintain an adequate clear vision area. For townhouses, the minimum side yard along a common wall lot line where units are attached shall be 0 feet.

[...]

Article 7. Nonconforming Uses.

Section 7.030. Change of Nonconforming Use.

[...]

(3) Non-conforming single-unit dwellings may be converted to middle housing through additions or conversions of internal space, provided that the addition or conversion does not increase nonconformance with applicable standards of this ordinance.

Article 10. Planned Unit Development (PUD)

[...]

Section 10.030. Permitted Buildings and Uses. The following buildings and uses may be permitted as hereinafter provided. Buildings and uses may be permitted either singly or in combination provided the overall density of the Planned Unit Development does not exceed the density of the parent zone as provided in this ordinance.

(1) ~~Single family dwellings including detached, attached, or semi-detached units, row houses, atrium or patio houses, provided each has its own separate plot.~~ Single unit dwellings, middle housing, and multi-unit dwellings.

Section 10.040. Development Standards.

[...]

(3) **Density.** ~~The density of a planned development shall not exceed the density of the parent zone, except as more restrictive regulations may be prescribed as a condition of the PUD permit.~~ The maximum density of a planned development over 20 acres shall be 15 dwelling units per acre. A planned development less than 20 acres shall have no density maximum. When calculating density, the gross area is used (total area including street dedications). Areas of public uses may be included in calculating allowable density.

[...]

Section 4.04X Townhouse Projects

(1) **Sufficient Infrastructure.** Applicants must demonstrate that Sufficient Infrastructure is provided, or will be provided, upon submittal of a townhouse development application.

(2) **Design Standards for Townhouses.**

(a) **Entry Orientation.** The main entrance of each townhouse must:

- (i) Be within 8 feet of the longest street-facing wall of the dwelling unit, if the lot has public street frontage; and
 - (ii) Either:
 - (A) Face the street (see Figure 1);
 - (B) Be at an angle of up to 45 degrees from the street (see Figure 2);
 - (C) Face a common open space or private access or driveway that is abutted by dwellings on at least two sides; or
 - (D) Open onto a porch (see Figure 3). The porch must:
 - Be at least 25 square feet in area; and
 - Have at least one entrance facing the street or have a roof
- (b) Unit definition. Each townhouse must include at least one of the following on at least one street-facing façade (see Figure 4):
- (i) A roof dormer a minimum of 4 feet in width, or
 - (ii) A balcony a minimum of 2 feet in depth and 4 feet in width and accessible from an interior room, or
 - (iii) A bay window that extends from the façade a minimum of 2 feet, or
 - (iv) An offset of the façade of a minimum of 2 feet in depth, either from the neighboring townhouse or within the façade of a single townhouse, or
 - (v) An entryway that is recessed a minimum of 3 feet, or
 - (vi) A covered entryway with a minimum depth of 4 feet, or
 - (vii) A porch meeting the standards of subsection (2)(a)(D) of this section (4.04X.02).

Balconies and bay windows may encroach into a required setback area.

Figure 1. Main Entrance Facing the Street

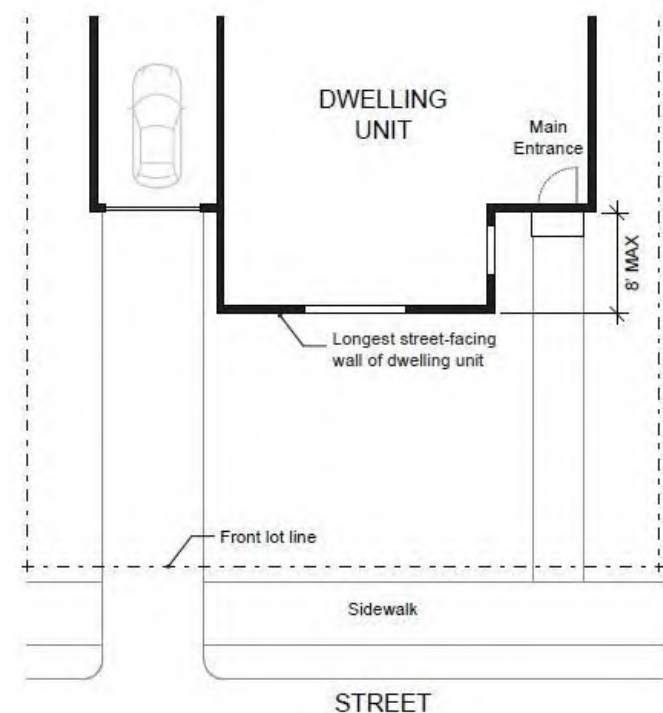


Figure 2. Main Entrance at 45° Angle from the Street

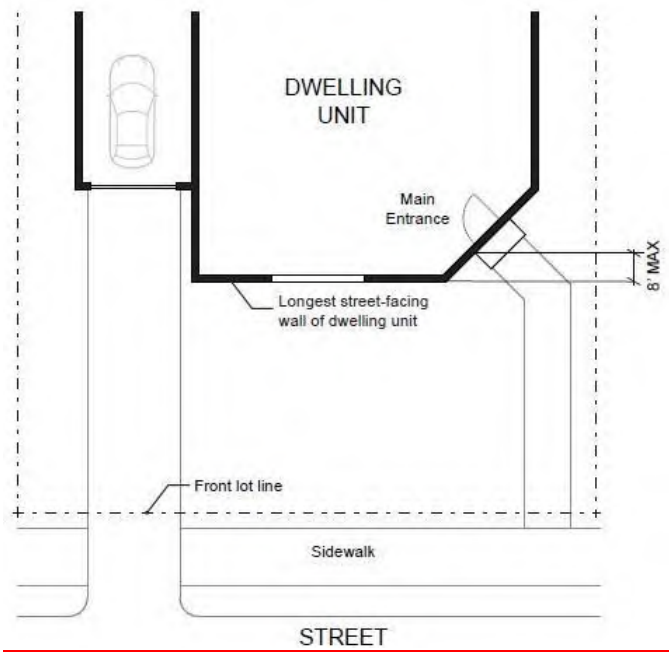


Figure 3. Main Entrance Opening onto a Porch

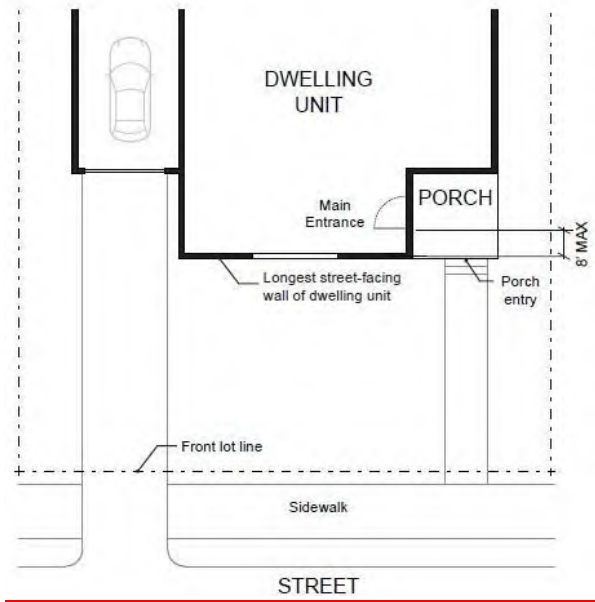
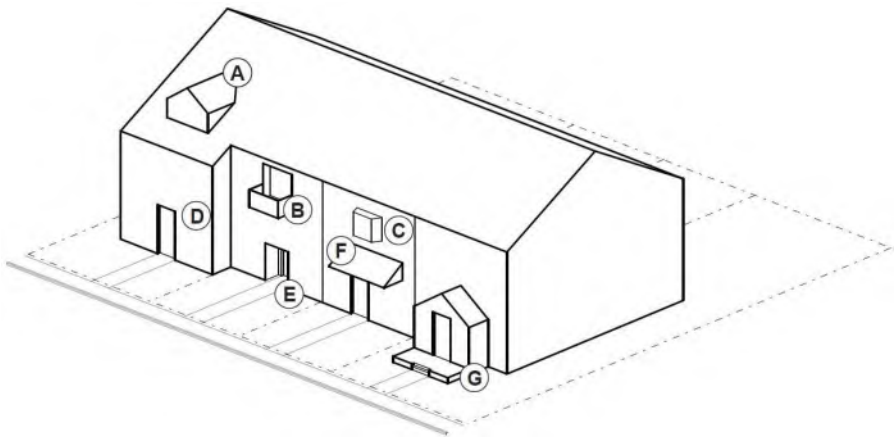


Figure 4. Townhouse Unit Definition



- (A) Roof dormer, minimum of 4 feet wide
- (B) Balcony, minimum 2 feet deep and 4 feet wide. Accessible from interior room.
- (C) Bay window extending minimum of 2 feet from facade
- (D) Facade offset, minimum of 2 feet deep
- (E) Recessed entryway, minimum 3 feet deep
- (F) Covered entryway, minimum of 4 feet deep
- (G) Porch, meets standards of subsection (1)(b)(iv) of section (C)

(c) Windows. A minimum of 15 percent of the area of all street-facing facades on each individual unit must include windows or entrance doors. Half of the window area in the door of an attached garage may count toward meeting this standard (see Figure 5).

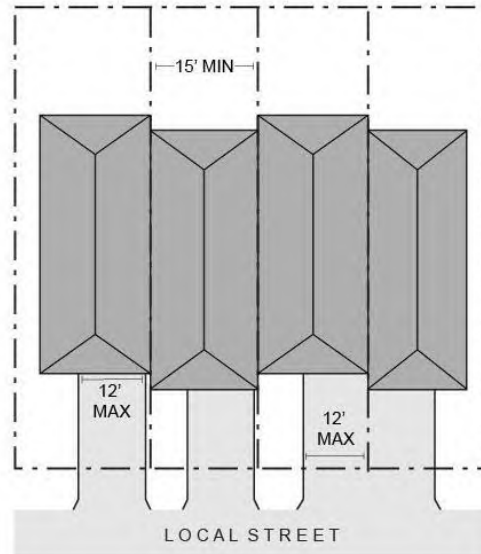
Figure 5. Window Coverage



(d) Driveway Access and Parking. Townhouses with frontage on a public street shall meet the following standards:

- (i) Garages on the front façade of a townhouse, off-street parking areas in the front yard, and driveways in front of a townhouse are allowed if they meet the following standards (see Figure 6).
 - (A) Each townhouse lot has a street frontage of at least 15 feet on a local street.
 - (B) A maximum of one (1) driveway approach is allowed for every townhouse. Driveway approaches and/or driveways may be shared.
 - (C) Outdoor on-site parking and maneuvering areas do not exceed 12 feet wide on any lot.
 - (D) The garage width does not exceed 12 feet, as measured from the inside of the garage door frame.

Figure 6. Townhouses with Parking in Front Yard



- (ii) The following standards apply to driveways and parking areas for townhouse projects that do not meet all of the standards in subsection (i).
 - (A) Off-street parking areas shall be accessed on the back façade or located in the rear yard. No off-street parking shall be allowed in the front yard or side yard of a townhouse.
 - (B) A townhouse project that includes a corner lot shall take access from a single driveway approach on the side of the corner lot. See Figure 7.
 - (C) Townhouse projects that do not include a corner lot shall consolidate access for all lots into a single driveway. The driveway and approach are not allowed in the area directly between the front façade and front lot line of any of the townhouses. See Figure 8.
 - (D) A townhouse project that includes consolidated access or shared driveways shall grant access easements to allow normal vehicular access and emergency access.
 - (iii) Townhouse projects in which all units take exclusive access from a rear alley are exempt from compliance with subsection (ii).
- (3) **Process.** Townhouse structures are reviewed for compliance with these standards as part of the building permit application.

Figure 7. Townhouses on Corner Lot with Shared Access

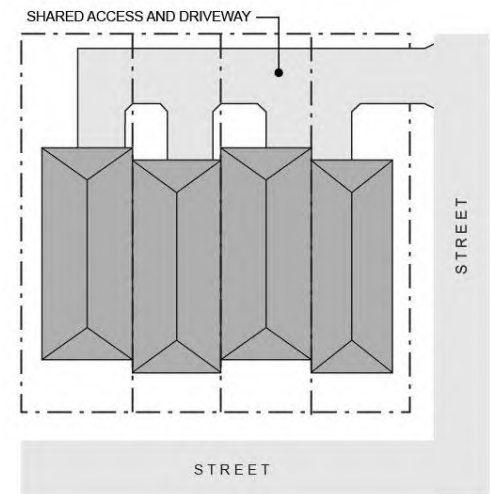
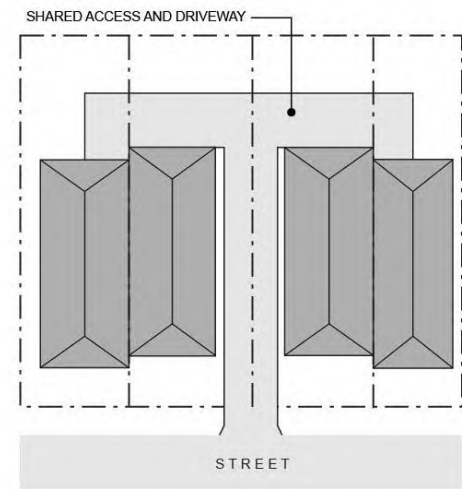


Figure 8. Townhouses with Consolidated Access



Section 4.04X. Triplex and Quadplex Dwellings

- (1) **Sufficient Infrastructure.** Applicants must demonstrate that Sufficient Infrastructure is provided, or will be provided, upon submittal of a townhouse development application.
- (2) **Design Standards for Triplex and Quadplex Dwellings.**
- (a) **Entry Orientation.** At least one main entrance for each triplex or quadplex structure must meet the standards in subsections (i) and (ii) below. Any detached structure for which more than 50 percent of its street-facing facade is separated from the street property line by a dwelling is exempt from meeting these standards.
- (i) **The entrance must be within 8 feet of the longest street-facing wall of the dwelling unit; and**
- (ii) **The entrance must either:**
- (A) **Face the street (see Figure 9);**
- (B) **Be at an angle of up to 45 degrees from the street (see Figure 10);**
- (C) **Face a common open space that is adjacent to the street and is abutted by dwellings on at least two sides (see Figure 11); or**
- (D) **Open onto a porch (see Figure 12). The porch must:**
- **Be at least 25 square feet in area; and**
 - **Have at least one entrance facing the street or have a roof.**

Figure 9. Main Entrance Facing the Street

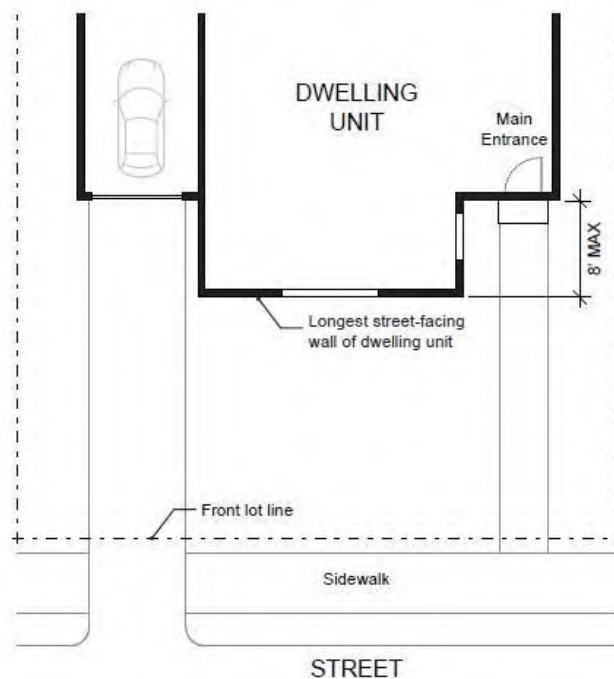


Figure 10. Main Entrance at 45° Angle from the Street

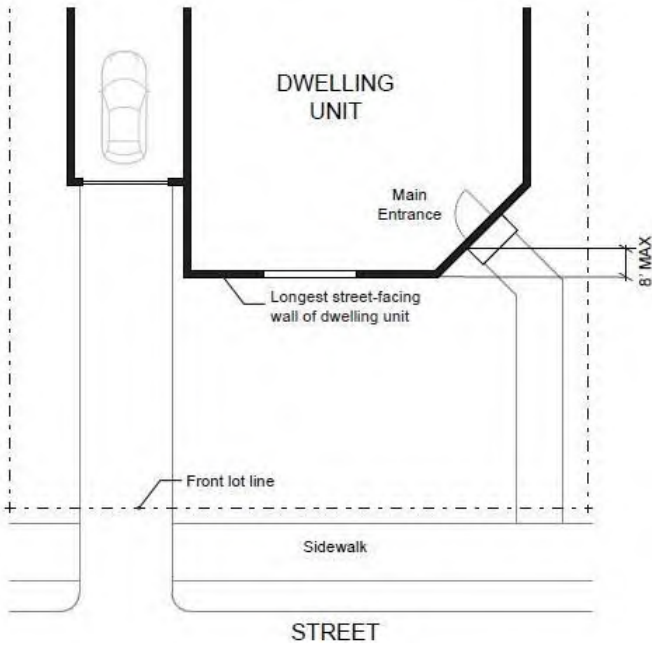


Figure 11. Main Entrance Facing Common Open Space

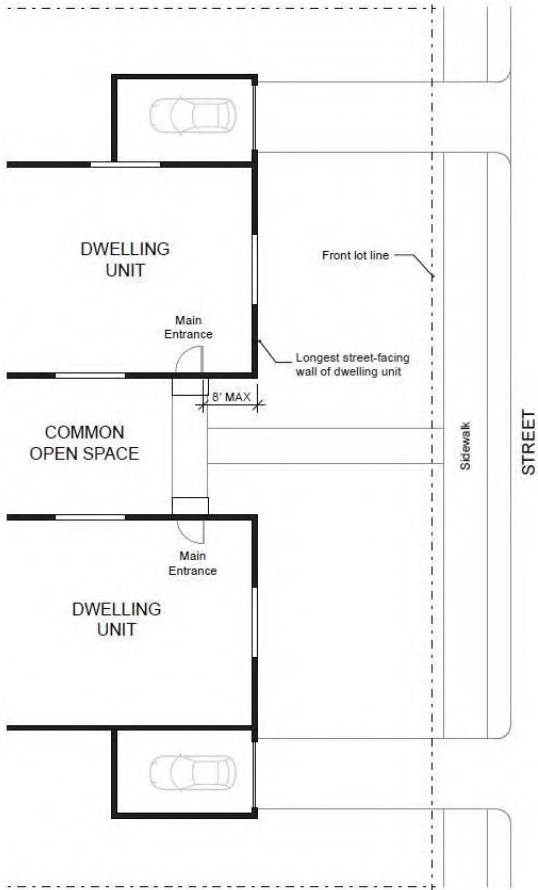
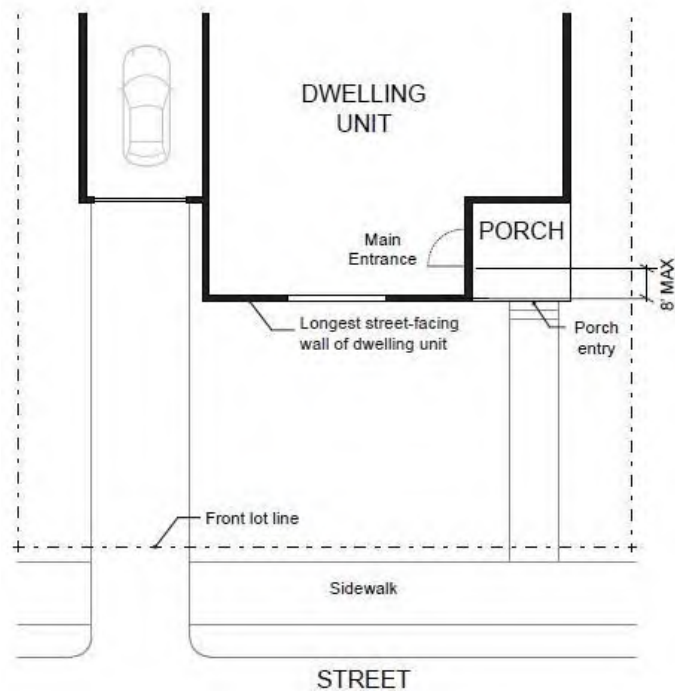


Figure 12. Main Entrance Opening onto a Porch



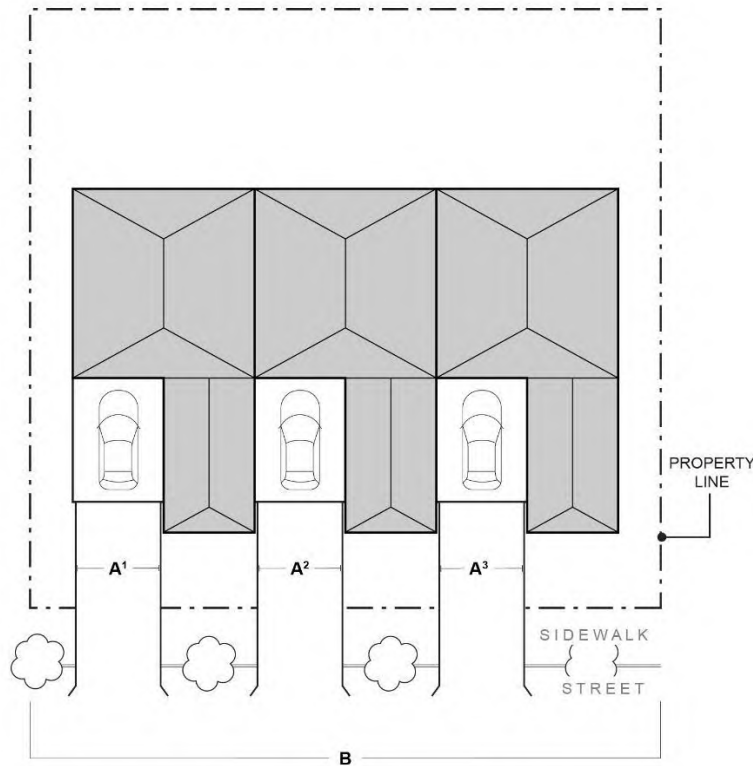
- (b) Windows. A minimum of 15 percent of the area of all street-facing facades must include windows or entrance doors. Facades separated from the street property line by a dwelling are exempt from meeting this standard. See Figure 13.

Figure 13. Window Coverage



- (c) Garages and Off-Street Parking Areas. Garages and off-street parking areas shall not be located between a building and a public street (other than an alley), except in compliance with the standards in subsections (i) and (ii) of this subsection (2)(c).
- (i) The garage or off-street parking area is separated from the street property line by a dwelling; or
- (ii) The combined width of all garages and outdoor on-site parking and maneuvering areas does not exceed a total of 50 percent of the street frontage (see Figure 14).

Figure 14. Width of Garages and Parking Areas



- (A) Garage and on-site parking and maneuvering areas
- (B) Total street frontage

$$\frac{A^1 + A^2 + A^3}{B} \leq 50\%$$

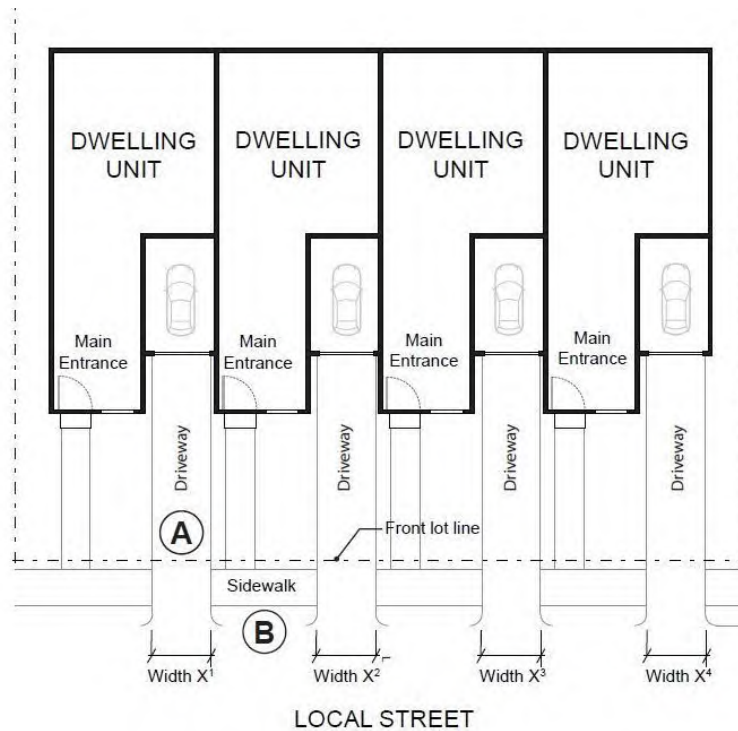
- (d) Driveway Approach. Driveway approaches must comply with the following:
- (i) The total width of all driveway approaches must not exceed 32 feet per frontage, as measured at the property line (see Figure 15). For lots or parcels with more than one frontage, see (d)(iii) of this subsection (Section 4.04X(2)).
- (ii) Driveway approaches may be separated when located on a local street (see Figure 15). If approaches are separated, they must meet driveway spacing standards applicable to local streets.
- (iii) In addition, lots or parcels with more than one frontage must comply with the following:
- (A) Lots or parcels must access the street with the lowest transportation classification for vehicle traffic. For lots or parcels abutting an improved alley (defined as an alley that meets the jurisdiction's standards for width and pavement), access must be taken from the alley (see Figure 16).

- (B) Lots or parcels with frontages only on collectors and/or arterial streets must meet local access standards applicable to collectors and/or arterials.
- (C) Triplexes and quadplexes on lots or parcels with frontages only on local streets may have either:

- Two driveway approaches not exceeding 32 feet in total width on one frontage; or
- One maximum 16-foot-wide driveway approach per frontage (see Figure 17).

- (3) **Process.** Triplexes and quadplexes are reviewed for compliance with these standards as part of the building permit application.

Figure 15. Driveway Approach Width and Separation on Local Street



A $X^1 + X^2 + X^3 + X^4$ must not exceed 32 feet per frontage,

B Driveway approaches may be separated when located on a local street

Figure 16. Alley Access

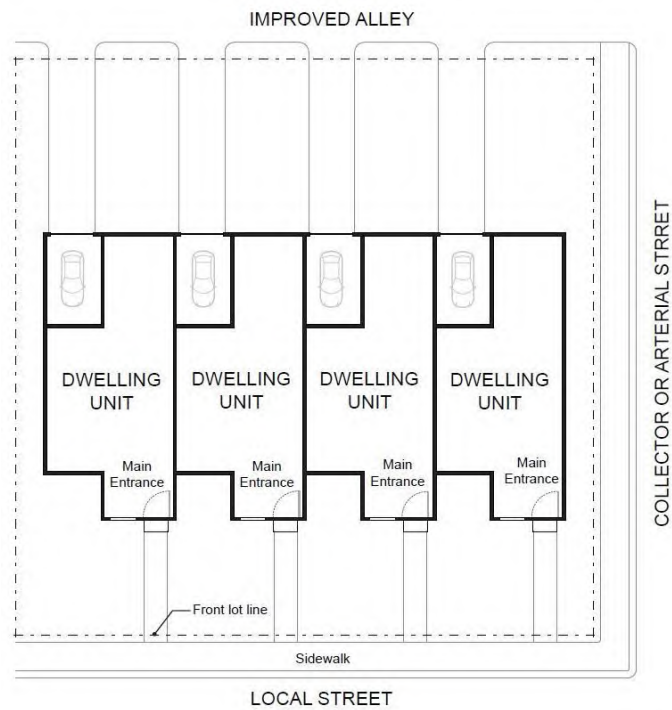
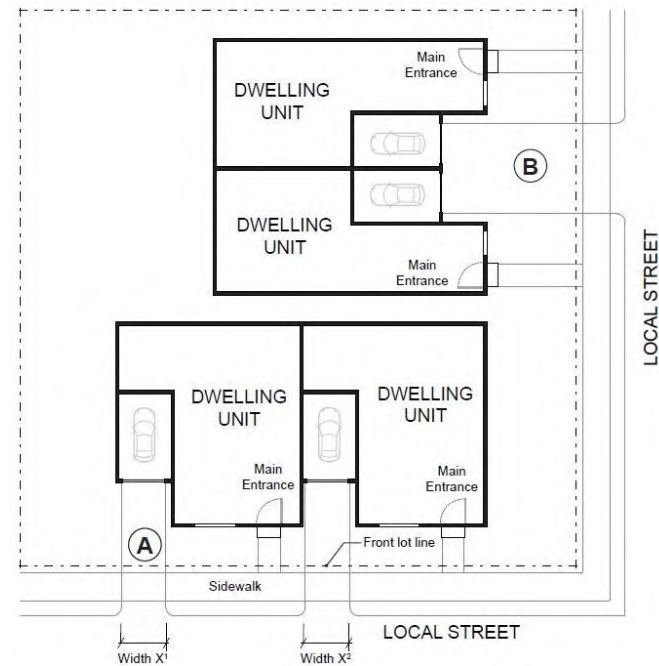


Figure 17. Driveway Approach Options for Multiple Local Street Frontages



Options for site with more than one frontage on local streets:

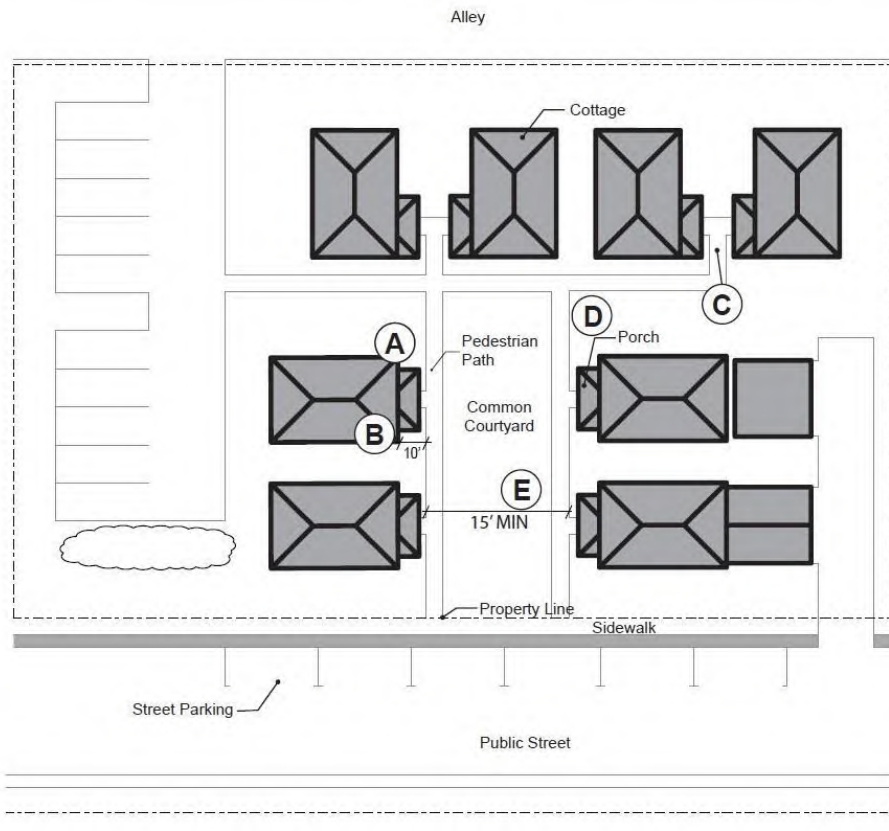
- (A)** Two driveway approaches not exceeding 32 feet in total width on one frontage (as measured $X1 + X2$); or
- (B)** One maximum 16-foot-wide driveway approach per frontage.

(Note: Both options are depicted here for illustrative purposes only. The standards do not allow both Options A and B on the same site.)

Section 4.04X. Cottage Clusters.

- (1) **Sufficient Infrastructure.** Applicants must demonstrate that Sufficient Infrastructure is provided, or will be provided, upon submittal of a townhouse development application.
- (2) **Development Standards for Cottage Clusters.**
 - (a) **Setbacks and Building Separation**
 - (i) **Setbacks.** The following standards are maximum setbacks for cottage clusters in all zones:
 - (A) Front setbacks: 10 feet
 - (B) Side setbacks: 5 feet
 - (C) Rear setbacks: 10 feet
 - (ii) **Building Separation.** Cottages shall be separated by a minimum distance of six (6) feet. The minimum distance between all other structures, including accessory structures, shall be in accordance with building code requirements
 - (b) **Average Unit Size.** The maximum average floor area for a cottage cluster is 1,400 square feet per dwelling unit. Community buildings shall be included in the average floor area calculation for a cottage cluster.
- (3) **Design Standards.** Cottage clusters shall meet the design standards in subsections (a) through (h) of this section (3). No other design standards shall apply to cottage clusters unless noted in this section.
 - (a) **Cottage Orientation.** Cottages must be clustered around a common courtyard, meaning they abut the associated common courtyard or are directly connected to it by a pedestrian path, and must meet the following standards (see Figure 18):
 - (i) Each cottage within a cluster must either abut the common courtyard or must be directly connected to it by a pedestrian path.
 - (ii) A minimum of 50 percent of cottages within a cluster must be oriented to the common courtyard and must:
 - (A) Have a main entrance facing the common courtyard;
 - (B) Be within 10 feet from the common courtyard, measured from the façade of the cottage to the nearest edge of the common courtyard; and
 - (C) Be connected to the common courtyard by a pedestrian path.
 - (iii) Cottages within 20 feet of a street property line may have their entrances facing the street.
 - (iv) Cottages not facing the common courtyard or the street must have their main entrances facing a pedestrian path that is directly connected to the common courtyard.

Figure 18. Cottage Cluster Orientation and Common Courtyard Standards

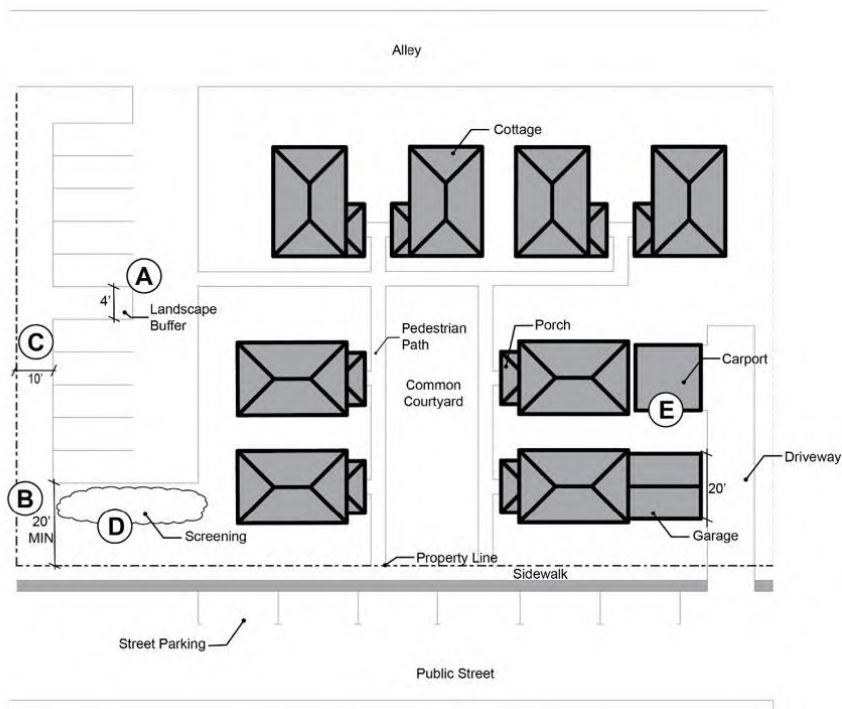


- (A) A minimum of 50% of cottages must be oriented to the common courtyard.
- (B) Cottages oriented to the common courtyard must be within 10 feet of the courtyard.
- (C) Cottages must be connected to the common courtyard by a pedestrian path.
- (D) Cottages must abut the courtyard on at least two sides of the courtyard.
- (E) The common courtyard must be at least 15 feet wide at its narrowest width.

(b) Common Courtyard Design Standards. Each cottage cluster must share a common courtyard in order to provide a sense of openness and community of residents. Common courtyards must meet the following standards (see Figure 19):

- (i) The common courtyard must be a single, contiguous piece.
- (ii) Cottages must abut the common courtyard on at least two sides of the courtyard.
- (iii) The common courtyard must contain a minimum of 150 square feet per cottage within the associated cluster (as defined in subsection (a) of this section (3)).
- (iv) The common courtyard must be a minimum of 15 feet wide at its narrowest dimension.
- (v) The common courtyard shall be developed with a mix of landscaping, lawn area, pedestrian paths, and/or paved courtyard area, and may also include recreational amenities. Impervious elements of the common courtyard shall not exceed 75 percent of the total common courtyard area.
- (vi) Pedestrian paths must be included in a common courtyard. Paths that are contiguous to a courtyard shall count toward the courtyard's minimum dimension and area. Parking areas, required setbacks, and driveways do not qualify as part of a common courtyard.

Figure 19. Cottage Cluster Parking Design Standards



- (A) Parking allowed in clusters of up to 5 spaces. Clusters separated by minimum 4 feet of landscaping.
- (B) No parking or vehicle area within 20 feet from street property line (except alley).
- (C) No parking within 10 feet from other property lines (except alley). Driveways and drive aisles permitted within 10 feet.
- (D) Screening required between clustered parking areas or parking structures and public streets or common courtyards.
- (E) Garages and carports must not abut common courtyards. Garage doors for individual garages must not exceed 20 feet in width.

(c) Community Buildings. Cottage cluster projects may include community buildings for the shared use of residents that provide space for accessory uses such as community meeting rooms, guest housing, exercise rooms, day care, or community eating areas. Community buildings must meet the following standards:

- (i) Each cottage cluster is permitted one community building, which shall count towards the maximum average floor area, pursuant to subsection (2)(b).
- (ii) A community building that meets the development code's definition of a dwelling unit must meet the maximum 900 square foot footprint limitation that applies to cottages, unless a covenant is recorded against the property stating that the structure is not a legal dwelling unit and will not be used as a primary dwelling.

(d) Pedestrian Access.

- (i) An accessible pedestrian path must be provided that connects the main entrance of each cottage to the following:
 - (A) The common courtyard;
 - (B) Shared parking areas;
 - (C) Community buildings; and
 - (D) Sidewalks in public rights-of-way abutting the site or rights-of-way if there are no sidewalks.

- (ii) The pedestrian path must be hard-surfaced and a minimum of four (4) feet wide.
 - (e) Windows. Cottages within 20 feet of a street property line must meet any window coverage requirement that applies to detached single family dwellings in the same zone.
 - (f) Parking Design (see Figure 20).
 - (i) Clustered parking. Off-street parking may be arranged in clusters, subject to the following standards:
 - (A) Cottage cluster projects with fewer than 16 cottages are permitted parking clusters of not more than five (5) contiguous spaces.
 - (B) Cottage cluster projects with 16 cottages or more are permitted parking clusters of not more than eight (8) contiguous spaces.
 - (C) Parking clusters must be separated from other spaces by at least four (4) feet of landscaping.
 - (D) Clustered parking areas may be covered.
 - (ii) Parking location and access.
 - (A) Off-street parking spaces and vehicle maneuvering areas shall not be located:
 - within of 20 feet from any street property line, except alley property lines;
 - between a street property line and the front façade of cottages located closest to the street property line. This standard does not apply to alleys.
 - (B) Off-street parking spaces shall not be located within 10 feet of any other property line, except alley property lines. Driveways and drive aisles are permitted within 10 feet of other property lines.
 - (iii) Screening. Landscaping, fencing, or walls at least three feet tall shall separate clustered parking areas and parking structures from common courtyards and public streets.
 - (iv) Garages and carports.
 - (A) Garages and carports (whether shared or individual) must not abut common courtyards.
 - (B) Individual attached garages up to 200 square feet shall be exempted from the calculation of maximum building footprint for cottages.
 - (C) Individual detached garages must not exceed 400 square feet in floor area.
 - (D) Garage doors for attached and detached individual garages must not exceed 20 feet in width.
 - (g) Accessory Structures. Accessory structures must not exceed 400 square feet in floor area.
 - (h) Existing Structures. On a lot or parcel to be used for a cottage cluster project, an existing detached single unit dwelling on the same lot at the time of proposed development of the cottage cluster may remain within the cottage cluster project area under the following conditions:
 - (i) The existing dwelling may be nonconforming with respect to the requirements of this code.
 - (ii) The existing dwelling may be expanded up to the maximum height allowed by the zone district or the maximum building footprint of 900 square feet; however, existing dwellings that exceed the maximum height and/or footprint of this code may not be expanded.
 - (iii) The floor area of the existing dwelling shall not count towards the maximum average floor area of a cottage cluster.
 - (iv) The existing dwelling shall be excluded from the calculation of orientation toward the common courtyard, per subsection (a)(1) of this section (3).
- (4) **Process.** Cottage clusters are reviewed for compliance with these standards as part of the building permit application.

ARTICLE 13

SUBDIVISION AND LAND PARTITION

GENERAL PROVISIONS

[...]

MINOR LAND PARTITION

[...]

Section 42. Proposed Name of Subdivision.

No tentative subdivision plat or subdivision plan or subdivision shall be approved which bears a name approved by the County Surveyor or County Assessor, which is the same as similar to or pronounced the same as the name of any other subdivision in Tillamook County unless the land platted is contiguous to and platted by the same party that platted the subdivision bearing that name, or unless the party files and records the consent of the party that platted the contiguous subdivision bearing that name. All subdivision plats must continue the lot numbers and if used, the block numbers of the subdivision plat of the same name last filed.

MIDDLE HOUSING LAND DIVISIONS

Section 43. Applicability

If land developed or proposed to be developed for middle housing is proposed to be partitioned or subdivided so that each dwelling unit will be located on its own separate lot, the partition or subdivision shall be processed as a middle housing land division pursuant to this section, in-lieu of the standards and procedures otherwise applicable to partitions and subdivisions included under this Article. A middle housing land division applies to duplexes, triplexes, quadplexes, townhouses, or cottage cluster dwellings and projects.

Section 44. Process

- 1) Unless an applicant requests that the application be reviewed under the procedures set forth in this Article, a middle housing land division shall be processed as provided under ORS 197.360 through ORS 197.380, in-lieu of the procedures set forth in this Article. If an applicant requests review of a middle housing land division under the procedures set forth in this Article, the application shall be processed as a Type II procedure under Section 11.030 of the Zoning Ordinance.
- 2) A middle housing land division application may be submitted when:
 - (a) The site is developed with middle housing;
 - (b) The site has an active building permit to construct middle housing
 - (c) The application is being reviewed concurrently with a building permit application for construction of middle housing; or
 - (d) The application is being reviewed with a site plan for proposed detached middle housing in compliance with Section 45 of this Article.

Section 45. Submittal Requirements

- (1) The following submittal requirements shall apply to a middle housing land division application:

- (a) General Information:
 - (i) Vicinity map showing all streets, property lines, streams, and other pertinent data to locate the proposal.
 - (ii) North arrow and scale of drawing.
 - (iii) Tax map and tax lot number or tax account of the subject property.
 - (iv) Dimensions and size in square feet or acres of the subject property and of all proposed parcels.

(b) Existing Conditions

- (i) Location of all existing easements within the property.
- (ii) Location of City utilities (water, sewer, and storm drainage) within or adjacent to the property proposed for use to serve the development.
- (iii) The location and direction of water courses or drainage swales on the subject property.
- (iv) Existing use of the property, including location of existing structures with dimensions of the structures and distances from property lines. It shall be noted whether the existing structures are to remain or be removed from the property.
- (v) The location, width, and names of all existing streets, flag lot accessways, and public accessways abutting the perimeter of the lot;
- (vi) Driveway locations, bike paths, transit stops, sidewalks, and other bike and pedestrian pathways, curbs, and easements;

(c) Proposed Site Plan:

- (i) Locations, approximate dimensions and area in square feet of all proposed lots. All lots shall be numbered consecutively.
 - (ii) Location, width, and purpose of any proposed easements.
 - (iii) The location, width, and names of all existing streets, flag lot accessways, and public accessways abutting the perimeter of the subject property;
 - (iv) The location and use of all buildings and accessory structures that will be located on each proposed lot, indicating the distance of such buildings and accessory structures to proposed lot lines and to adjacent structures on abutting lots;
 - (v) The location, dimensions, and use of all existing and proposed public areas, including, but not limited to, stormwater management facilities and detention facilities;
 - (vi) Landscaping plan indicating location of existing vegetation and proposed improvements.
 - (vii) Statement of improvements to be made or installed including streets, sidewalks, bikeways, trails, lighting, tree planting, landscaping, and time such improvements are to be made or completed.
 - (viii) Written statement outlining proposals for ownership and maintenance of all open space areas and any commonly owned facilities.
- (d) Proposed Site Plan for Detached Middle Housing. Middle housing land division applications being reviewed with a site plan for proposed detached middle housing under subsection 157.504.02(B)(4) of this section must include the following to identify the buildable area for each resulting lot or parcel:
- (i) Existing and proposed easements.
 - (ii) Percent of lot coverage allocated for each child lot or parcels.
 - (iii) Setback dimensions for all existing and proposed buildings.

Section 46. Decision Criteria

(1) The tentative plan of a middle housing land division shall be approved if all of the following criteria are met:

- (a) The middle housing land division is for an existing or proposed middle housing development.
- (b) The existing or proposed middle housing development will comply with the applicable provisions of the Building Code and the Oregon residential specialty code, as those standards apply to the buildings and accessory structures on the proposed lots subsequent to division.

- (c) The tentative plan results in exactly one dwelling unit on each proposed lot, except for lots or tracts used as common areas.
- (d) Separate utilities are provided for each dwelling unit.
- (e) All access and utility easements necessary to serve each dwelling unit are provided on the tentative plan for:
 - i) Locating, accessing, servicing, and replacing all utilities
 - ii) Pedestrian access from the primary entrance of each dwelling unit to a public or private street;
 - iii) Any driveways or off-street parking;
 - iv) Any common use areas or shared building elements; and
 - v) Any common area.
- (f) The type of middle housing on the existing lot is not altered by the proposed middle housing land division.

Section 47. Conditions of Approval.

- (1) Conditions may not be placed on the approval of a middle housing land division except to:
 - (a) Prohibit further division of the resulting lots;
 - (b) Prohibit the construction of an accessory dwelling unit on any of the resulting lots;
 - (c) Require dedication of right-of-way when an existing street abutting the property does not conform to the requirements of city standards;
 - (d) Require boundary street improvements when an existing street abutting the property does not conform to the requirements of city standards; and
 - (e) Require a notation on the final plat indicating that the approval of the land division was given under ORS 92.031.

Section 47. Process for Final Plat Approval

- (1) A final plat shall be submitted to the City Manager. After the final plat has been submitted, the City Staff shall review and compare it with the approved tentative plat to ascertain whether the final plat conforms substantially to the approved tentative plat and with such conditions of approval as may have been imposed.
- (2) No final plat shall be approved unless:
 - (a) The plat is in substantial conformance with this Ordinance and the provisions of the tentative plat as approved, including any conditions imposed in connection therewith;
 - (b) The plat contains land free and clear of all liens and encumbrances. All dedications to the public of all public improvements, including but not limited to streets, roads, sewage disposal and water supply systems, the donation of which is required by this Ordinance or was made a condition of the approval of the tentative plat;
 - (c) Any common areas or improvements to be held jointly by the future owners of the lots or by a Homeowners Association are indicated on the plat with the appropriate references to the structure of ownership. Any bylaws or agreements subject to approval by the City will be approved before the City Manager signs the plat.
 - (d) The City received adequate assurances that the applicant has agreed to make all public improvements which are required as conditions of approval of the tentative plan, including but not limited to streets, alleys, pedestrian ways, storm drainage, sewer, and water systems. The provisions for providing adequate assurance are subject to the Public Works Department and City Engineer requirements.
 - (e) A notice in the form of a restrictive covenant must be recorded with the County which states:
 - i) The middle housing lot or parcel cannot be further divided.
 - ii) No more than one dwelling unit of middle housing can be developed on each middle housing lot.
 - iii) Accessory dwelling units are not permitted.

- iv) The dwelling developed on the middle housing lot or parcel is a unit of middle housing and is not an attached or detached dwelling unit or any other housing type.
- (f) If the middle housing land division application is being reviewed with a site plan for proposed detached middle housing, the covenant described in subsection (2)(e) of this section must limit the buildable area for each resulting lot or parcel in compliance with the site plan submitted.
- (3) If the City Manager finds that conditions specified in subsection (2) of this section have not been met, the applicant shall be advised of the changes that must be made and afforded the opportunity to comply. Rejection of a final plat shall not affect the tentative plan approval.
- (4) When the City Manager finds that the final plat is in substantial conformity to the approved tentative plan and is otherwise in lawful form, and is approved by the City Engineer, the City Manager shall sign and date the final plat.
- (5) Following endorsement of the plat by the City Manager and the City Engineer, the applicant shall submit the plats to the Tillamook County Surveyor for final review and compliance with applicable state and county regulations.
- (6) Effective Date for Final Plat Approval. The approval process for a development shall become final upon the recording of the approved final plat with the County, together with any required documents. A copy of the recorded plat and documents shall be submitted to the City. Approved final plats shall become void one year after final City approval if they are not recorded.

IMPROVEMENTS

[Renumber remaining sections]

CITY OF
ROCKAWAY BEACH

COMPREHENSIVE

PLAN

ORDINANCE 194 AMENDED BY ORDINANCE 08-01

[...]

Beaches and Dunes Policies

The following policies shall apply to the City's beaches:

[...]

14. Rockaway Beach shall protect the groundwater in dune areas from drawdown, which could lead to loss of stabilizing vegetation, loss of water quality, or intrusion of salt water into water supplies, by reviewing all proposed wells to ensure that findings are made to address the above factors. Building permits for single family unit dwellings and middle housing are exempt from this requirement if appropriate findings are provided at the time of subdivision approval. [Policy 14, added by Ord. 243, May 13, 1986.]

[...]

Land Use Categories

Land use categories are intended to establish certain uses for certain areas based on neighborhood characteristics, physical limitations, the availability of public services such as streets, sewer and water, the desires to build a strong economy and maintain a clean environment, and other factors.

The plan establishes rather high density limits (generally up to 24 units per acre, with exceptions for middle housing) in the developed areas. The basic philosophy is that there is little land available in the City that does not pose limitations to development, and those areas where development can occur should be more intensively used than sensitive lands such as the wetlands around the lakes, and steep slopes.

[...]

The Manhattan Residential/Resort Area

This area extends from the northern City limits of Rockaway Beach south to NW 18th Ave. on the west side of US Highway 101, and south to NW 10th Ave. on the east side of the highway. [Manhattan Residential/Resort Area, amended by Ord. 277, Aug. 29, 1990.]

This is a mixed use area combining commercial activity on the east side of the highway, with motels, weekend cabins and permanent residences throughout the area. Essentially,

it is a thin strip of land bounded by the Pacific Ocean on the west and Crescent Lake and Lake Lytle on the east, separated by the federal highway and the railroad tracks.

The area is also characterized by poor traffic circulation in the northern part west of the railroad tracks. There are no north-south streets throughout most of this area, and the streets that exist are not capable of handling large amounts of traffic.

1. Expansion of existing motels or other tourist facilities should be planned to provide sufficient parking and circulation space.
2. Density in the area is designated to be high, with a maximum of 24 dwelling units per acre. Maximum density does not apply to duplexes, triplexes, quadplexes, or cottage clusters. Maximum density for townhouses is 25 dwelling units per acre. (Specific lot size requirements to be established by the zoning ordinance.)
3. Development adjacent to the wetlands associated with Crescent Lake shall be undertaken in a manner that protects those wetlands. [Policy 3, amended by Ord. 277, Aug. 29, 1990.]
4. Permitted uses in this area are residences (~~single-family, duplex unit,~~ middle housing, and multi-~~unit~~family structures), hotels and motels, and limited commercial uses along US Highway 101, which are resort oriented.
5. Previous policies concerning dunes and wetlands are applicable in this area.
6. An area between NE 17th and NE 21st on the east side of US Highway 101 shall be designated for commercial uses. [Policy 6, added by Ordinance No. 277, passed August 29, 1990.]

The Special Residential/Resort Area

This area extends from NW 18th Ave. to NW 11th Ave. on the west side of US Highway 101. This area is similar in character to the area north of it, but through the citizen involvement process it has been determined that it should have a specific policy [Special Residential/Resort Area, amended by Ord. 277, Aug. 29, 1990.]:

1. No new motels shall be allowed to establish in this area, but existing motels shall be allowed to reasonably expand with planning commission review to insure that proper parking and street access is permitted.
2. Restaurants and other retail commercial uses shall be allowed with conditions to insure that they are compatible with the area. Additional motel units may be added to an existing motel if the owner can satisfy the planning commission with regard to parking and traffic requirements. The additions do not require a conditional use permit.

3. Density in this area is designated to be the same as the Manhattan Residential/Resort Area, 24 dwellings per acre. Maximum density does not apply to duplexes, triplexes, quadplexes, or cottage clusters. Maximum density for townhouses is 25 dwelling units per acre.
4. Uses permitted in this area are residential (~~single-family, duplex and multi-family structures~~), and the expansion of existing motel uses. [Policy 4, amended by Ord. 277, Aug. 29, 1990.]

~~The Single-Family or Duplex~~ Low Density Residential Area

This area extends from NW 11th Ave. to N 6th Ave., west of US Highway 101. This area is in the vicinity of the “Ridge”, or high stabilized sand dune in the northern part of the City. It is a stable neighborhood composed primarily of single-family homes. There are large motels on either end of this area, and a limited amount of vacant land dispersed among existing structures. The last community questionnaire indicated a strong desire of the townspeople to keep the area a single-family neighborhood. [Single-Family or Duplex Residential Area, amended by Ord. 277, Aug. 29, 1990.] However, SB406 was enacted by the Oregon Legislature in 2023 to improve housing availability and affordability in Tillamook County. It requires “middle housing”—including duplexes, triplexes, quadplexes, townhouses and cottage clusters—to be allowed in the city’s residential zones. The Low-Density Residential area will accommodate single-unit homes and middle housing types.

1. ~~The area should remain one of primarily single-family homes, although duplexes may be allowed on a conditional use basis.~~
2. The density of this area should not exceed 24 dwelling units per acre. [Policy 2, amended by Ord. 277, Aug. 29, 1990.] Maximum density does not apply to duplexes, triplexes, quadplexes, or cottage clusters. Maximum density for townhouses is 25 dwelling units per acre.
3. [Policy 3, deleted by Ord. 277, Aug. 29, 1990.]
4. [Policy 4, deleted by Ord. 277, Aug. 29, 1990.]

[...]

The Saltair Creek Residential/Resort Area (R/R)

This area extends from S. 3rd Avenue to Alder Street, and is entirely west of US Highway 101. [Saltair Creek Residential/Resort Area, amended by Ord. 277, Aug. 29, 1990.]

This is primarily an area of small beach cottages and homes, on small lots. The streets are very narrow (S. Pacific is 20 feet wide, S. Miller is 30 feet wide), and as such cannot accommodate large traffic volume. There are presently few commercial land uses in this area, and little vacant property.

1. Active and conditionally stable foredunes are identified in Figure 2 (after page

- 19). Much of the land in this area falls into this category, and therefore the beaches and dunes policy applies.
2. The Clear Lake ocean outlet in this area poses some flooding hazards that must be considered for any construction in the vicinity.
3. This area should remain primarily resort residential, with a density limitation of 24 dwelling units per acre. This density limitation does not apply to duplexes, triplexes, quadplexes, or cottage clusters. Maximum density for townhouses is 25 dwelling units per acre. Motels should be allowed conditionally with attention paid to vehicle access on the narrow streets. Off-street parking is especially important.

[...]

The East Rockaway Beach Residential Area [R]

This area comprises a large portion of the City's residential area east of US Highway 101; it extends from S. 7th Avenue to N. 6th Avenue and from NE 12th Avenue to NE 24th Avenue. The area includes fairly large tracts of undeveloped land east of Crescent Lake. Development in these areas may be limited by the existence of steep slopes and wetlands. [East Rockaway Beach Residential Area, amended by Ord. 277, Aug. 29, 1990.]

1. Densities in these areas are designated from 9 dwelling units per acre in the area zoned R-3 to 24 dwelling units per acre for multi-family unit dwellings permitted as conditional uses in the R-2 area. [Policy 1, amended by Ord. 277, Aug. 29, 1990.] Density limits do not apply to duplexes, triplexes, quadplexes, or cottage clusters in these areas. Maximum density for townhouses is 25 dwelling units per acre.
2. Riparian vegetation shall be protected by city riparian corridor regulations. Rockaway Beach will consider options in the future to adopt local standards to protect riparian corridors and wetlands, inventoried on the Rockaway Beach Local Wetland Inventory (LWI), consistent with Statewide Planning Goal 5 which balance protection of these resources with community development objectives. [Policy 2, deleted by Ord. 277, Aug. 29, 1990.]
3. [Policy 3, deleted by Ord. 277, Aug. 29, 1990.]
4. [Policy 4, deleted by Ord. 277, Aug. 29, 1990.]
5. Special consideration must also be given to development on steep slope areas to insure that landslide hazard and erosion is minimized. As part of the approval of a subdivision or planned unit development the planning commission may require that a grading and erosion control plan be prepared and implemented. [Policy 5, amended by Ord. 277, Aug. 29, 1990.]
6. [Policy 6, deleted by Ord. 277, Aug. 29, 1990.]
7. The City encourages the use of planned developments for the development of larger parcels in order to provide for the clustering of development as a means

of minimizing the impact on sensitive areas such as steep slopes and wetland areas. [Policy 7, amended by Ord. 277, Aug. 29, 1990.]

8. [Policy 8, deleted by Ord. 277, Aug. 29, 1990.]

9. Multi-family unit structures built closer to the downtown area should include dwellings for the elderly, who can benefit from proximity to the shopping areas.

10. [Policy 10, deleted by Ord. 277, Aug. 29, 1990.]

[...]

Housing Element

The state-wide goal applicable to this plan element is: *“To provide for the housing needs of citizens of the state.”*

The housing needs of Rockaway Beach differ from communities elsewhere primarily because of its coastal location, its lack of industry other than tourism, and its size. Rockaway Beach is a resort area, with approximately 65 percent of its housing used on a weekend or vacation basis. A large percentage of its permanent residents, about 30 percent, are senior citizens, which is typical of communities in the coastal area. The major housing needs of the City are basically two-fold:

1. Housing for low-income workers employed by tourist-oriented businesses, and
2. Housing for low-income senior citizens.

The City's housing strategy is to:

- Permit development on smaller lots, 5,000 square feet;
- To permit development of duplex middle housing and multi-family unit dwellings throughout most of the City ~~on an outright or conditional use basis~~;
- To encourage higher densities, ~~generally 24 dwellings per acre,~~ for middle housing and multi-family unit development;
- To permit manufactured dwellings on individual lots in some zones; and
- To designate zones that provide manufactured dwelling subdivisions and manufactured dwelling parks.

The City has also encouraged the development of low cost federally subsidized land in conjunction with the school district. Up to the present time, housing development in the City has mostly been in the form of single-family dwellings.

[...]

Policies

1. The City shall support all efforts to provide low or moderate income housing in and around Rockaway Beach, and shall cooperate with the Tillamook County Housing Authority, and Northwest Oregon Housing Association.
2. The Land use Element of the comprehensive plan and the zoning ordinance shall designate areas within the City where multifamily dwellings may be located, and where mobile home parks may be developed. It is assumed that low cost multi-family housing developed with public or private financing can be located anywhere other multi-family housing is allowed.
3. [Policy 3, deleted by Ord. 277, Aug. 29, 1990.] The City shall designate sufficient buildable land within the UGB to meet housing needs identified in the *Urbanization Report* (ECONorthwest, June 2007). Approval standards for needed housing shall be clear and objective, as required by state statute and the Goal 10 (Housing) administrative rule.
4. Manufactured dwellings shall be permitted in areas zoned for single-family dwellings, subject to clear and objective design standards. [Policy 4, amended by Ord. 277, Aug. 29, 1990.]
5. Federal and state housing programs should be used to upgrade the existing housing in Rockaway Beach and to provide new dwellings.

6. The City shall review the impacts of vacation rentals on the demand for public facilities and services, neighborhood identity and community, and the City's tax structure. [Policy 6, deleted by Ord. 277, Aug. 29, 1990.]
7. The City shall encourage the development of middle housing in its residential zones.

[...]

Short-Term Rental Minimum Accessibility Standards

Exterior, Parking and Entrance requirements

- Accessible on-site parking space (minimum of 9' wide) with access aisle (minimum of 6' wide)
- Hard surface driveway
- Hard surface walkway to entrance door without stairs (must be less than 2% slope)
- Zero-step entrance or ramp (must be less than 8.3% slope)
- If a portable ramp is used, it must be at least 36 inches wide with a maximum running slope of 1:12 (one foot in elevation change for every 12 feet)
- Ramps must provide handrail mounted so the top surface is 34-36" above the ramp surface
- Entrance doorways must be 32" or wider
- Entrance door handle must be mounted between 34-48" from the floor surface
- Walkways must have a clear, unobstructed width of 36" or wider

Interior requirements

- Interior doorways must be 32" or wider
- Interior door handles must be mounted between 34-48" from the floor surface
- Interior hard surface flooring
- Interior access routes must have a clear, unobstructed width of 36" or wider
- Ability to get to the primary living area, full bathroom and bedroom without steps (if not, there needs to be a stair lift or elevator)
- The ability to move furniture to accommodate wheelchair access is required
- The threshold between floor surfaces must be beveled if the vertical change is between $\frac{1}{4}$ - $\frac{1}{2}$ ".
- The threshold between floor surfaces must be ramped if the vertical change exceeds $\frac{1}{2}$ ".

Kitchen requirements

- Work aisle must be 42" or wider
- Sink must be no higher than 34" above the floor surface. Sink must provide at least 27" of knee clearance space from the bottom to the floor surface and at least 8" of clearance space from the front edge of the sink
- Landing area next to sink must be no higher than 34" above the floor surface and provide an area of at least 24" wide
- Cooktop may be a 31-34" from the floor surface and must provide at least 27" of knee clearance space from the bottom to the floor surface

Bathroom requirements

- Roll-in shower must include a shower seat or bench with controls positioned within reach of the provided seat and grab bars
- Toilet seat height is 17-19" from floor
- Two grab bars shall be provided near the toilet. The grab bar on the wall side of the toilet must be a minimum of 42" in length and mounted 33-36" from the floor surface. The grab bar behind the toilet shall be a minimum of 36" in length and 33-36" from the floor surface.
- Sink must be no higher than 34" above the floor surface. Sink must provide at least 27" of knee clearance space from the bottom to the floor surface and at least 8" of clearance space from the front edge of the sink
- The bathroom must have adequate clearance space of 48" to accommodate a wheelchair or other mobility device

Bedroom requirements

- Bed height is 20-23" from the floor to the top of mattress

Other requirements

- Service dogs (not including emotional support animals) must be allowed without charges or conditions

DRAFT

Cognitive Accessible Certification

Cognitive Filters

Sensory-

Glider, swing or rocking chair
Noise machine
Bath tub
Muted color scheme

Lighting-

Black out curtains
Dimmer switches
Night lights
Non-fluorescent lighting

Safety-

Secondary locks on exterior doors
Chemicals stored in locked area
Door alarm or security system
Safety covers on electrical outlets
TVs anchored to the wall
Fenced yard with exterior lock on gate
Window pin locks
Life jackets provided (if near water or pool)

Odor-Free Environment-

Odor or fragrance free cleaners
Odor free air fresheners
Odor free laundry detergent
Odor free candles

To qualify for a cognitive certification, your property needs to have the following features:

- **Sensory** - 2 of 4
- **Lighting** - 2 of 4
- **Safety** - 3 of 8
- **Odor-Free Environment** - 4 of 4

CITY OF ROCKAWAY BEACH

2024/2025

LARGE COMMUNITY GRANT



GRANT REQUESTS: \$5,000 - \$20,000

Applications open February 3, 2025
Deadline to apply:
Thursday, April 3, 2025 at 12:00 pm

Questions? Need assistance?
Grant Manager, Lark Reifensahl
LReifensahl@corb.us
(503) 374-1752 ext. 104



OVERVIEW

The Large Community Grant program provides support to non-profit and not-for-profit organizations that serve the Rockaway Beach community. This grant program accepts applications once per fiscal year. Organizations and entities may only submit one application for consideration.

Grant funds are available to support organizations and entities which provide:

- Assistance for essential utilities, food, medical or mental health needs, clothing, or shelter.
- Educational, cultural, social, physical, or recreational opportunities for residents.
- Positive volunteerism that enhances city aesthetics, benefits the environment, promotes positive community engagement, or support city initiatives or projects.

ELIGIBILITY

Eligible Applicants:

- Non-profit and not-for-profit organizations

Eligible Applicants may not have any in-progress grants and must have satisfactorily closed out all previous grants issued by the City of Rockaway Beach.

Examples of Eligible Projects:

- Healthy meals program
- Active living program
- Health services
- Early literacy program
- Youth development programs
- Facility improvements with a lifespan of 10+ years.



GRANT TIMELINE

Applications open and publication of notice	February 3, 2025
Applications due, 12:00 pm	April 3, 2025
Planning Commission review and recommendations	April 17, 2025
City Council award of decision	May 14, 2025
Notification to Grantees; Contracts sent to grant recipients	May 22, 2025
Project deadline - 18 months from City Council decision	November 12, 2026
Project Expense Worksheet and Grant Close Out Form due	November 26, 2026



KEY PRINCIPLES

In the application, eligible Applicants are asked to describe how the proposed project contributes to a healthy, inclusive, charitable, and equitable community. The City of Rockaway Beach believes that supporting its organizations and entities that encourage this type of community building will make a better future for everyone.

Projects funded through the Large Community Grant must predominately support or be attended by the Rockaway Beach community.

FUNDING PRIORITIES

1.

Projects that make the largest impact for Rockaway Beach residents.

2.

Projects that fill an existing need that would not be met without grant funding.

3.

Projects that bring the community together and create positive community engagement.

INELIGIBLE PROJECTS

- Tourism based/supported projects
- Day-to-day operational expenses and payroll
- Marketing and promotional project
- Political activities and fundraising for political activities
- Projects which drive/support commerce

For-profit businesses are encouraged to apply for building improvement funds and/or marketing needs through the City's Business Facade Grant and/or Marketing Grant programs.

SELECTION CRITERIA

All applications for eligible projects will be rated and ranked based on the following criteria. While the following criteria has been deemed most important, additional relevant factors beyond the score may be worthy of consideration.

Healthy Community Score (25 points)

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

- Does the project offer opportunities to improve physical or mental health?
- Does the project provide healthy opportunities to those who may not otherwise have access?
- Does the project promote healthy lifestyle changes?

Inclusive Community Score (25 points)

This score measures how well the project strengthens the local sense of community. In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives or projects.

- Does the project create new social opportunities for residents?
- Does the project strengthen the local sense of community or serve an underrepresented population?
- Does the project bring the community together to work towards a common goal?

Charitable Community Score (25 points)

This score measures how well the project supports local charitable efforts. Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

- Does the project offer new opportunities for residents to volunteer to better the community?
- Does the project provide services or opportunities currently lacking in the community?

Equitable Community Score (25 points)

This score measures how well the project encourages equity throughout the local community. Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

- Does the project assist residents who need additional support?
- Does the project provide new services or assistance to underserved community members?

SCORING OVERVIEW

Baseline Scoring

Up to

Healthy Community Score	25 points
Inclusive Community Score	25 points
Charitable Community Score	25 points
Equitable Community Score	25 points

GRANT REVIEW PROCESS

The City of Rockaway Beach staff will provide guidance on applications if presented a minimum of 14 calendar days prior to the grant application deadline, April 3, 2025.

Each application received will first be reviewed by the Grant Manager for completeness. If the application is incomplete or not received by the deadline, it will not be submitted to the Planning Commission for consideration.

The Planning Commission will review, score, and rank all of the applications received, then make initial scoring recommendations for funding. The Planning Commission's recommendations will be presented to the City Council at their workshop on May 14, 2025.

The City Council will review the applications, the Planning Commission's recommendations, and make the award decision at their regular meeting on May 14, 2025.



FUNDING PROCESS

Once the grant is awarded and contract is signed, Grantees can start on projects.

Grant funds will be issued within two weeks of contract execution via check.

Upon completion of the project, the Grantee shall complete the Project Expense Worksheet and Grant Close Out form. The Grantee shall be scheduled to make a five-minute presentation to the City Council to publicly share how the grant funds were spent. The presenter shall not be a member of the governing body.

The City Council shall determine the grant complete through a motion at a public meeting.

ROCKAWAY BEACH FY 24/25 LARGE COMMUNITY GRANTS

	Fulcrum Community Resources and Rockaway Beach Business Association (\$19,000)	Meals for Seniors (\$20,000)	Neah-Kah-Nie Coast Art, Music and Cultural Foundation (\$20,000)	Rockaway Beach Lion's Club (\$20,000)
<u>Heathly Community Score (25 points)</u> A healthy community is one where access to fresh, healthy foods area avilable, educational resources are provided, physical fitness is promoted, recreational opportunities are encourages, medical and mental health needs are met, and the environment is cared for.				
<u>Inclusive Community Score (25 points)</u> This score measures how well the project strengthen the local sense of community. In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives or projects				
<u>Charitable Community Score (25 points)</u> This score measures how well the project supports local charitable efforts. Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.				
<u>Equitable Community Score (25 points)</u> This score measures how well the project encourages equity throughout the local community. Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.				

February 26, 2025

Tillamook PUD

On behalf of the Rockaway Beach Lions Club

Application for Handicapped Access Grant

Dear Staff:

This is a letter in support of the Rockaway Lions Club application for grant funds to improve access into its clubhouse.

The building is used by many community people in addition to the Lions' own members. The Lions building is widely used, including for bingo and community dinners such as for Veterans. Various other groups use the building for meetings, such as the Hope Chest Thrift Shop. The building is also the site for preparation of food "back-packs" for hungry students, and the preparation and pick-up site for Thanksgiving and Christmas baskets for those in need. It also the site for regular blood drives for the Red Cross. These are a just a few of their community service activities.

There are several steps that can be difficult to navigate. Another public building, the Rockaway Beach Library, faced similar issues. Even though the library steps are sturdy and hand-railed, the ramp alongside the stairs is well used. Besides wheelchair and walker users, many people with canes and stability issues prefer the convenience and security of the ramp.

Knowing how appreciated the library ramp is, I heartily endorse the Lions grant application, on behalf of the Friends of the Rockaway Beach Library. The Library Friends are pleased to endorse a fellow community group that does so much for all of us.

Please know that the Lions application is for a most worthy need for an organization that does so much for so many in our Rockaway community.

Sincerely,

Sue Luce

Treasurer

Friends of the Rockaway Beach Library

c/o 1185 Necarney St.

Rockaway Beach, OR 97136

MAR 25 10:55AM



RE: An application for Handicapped Access Grant for Rockaway Beach Lions Club.

Dear Staff:

The Rockaway Lions Club is applying for grant funds to improve entry into the clubhouse, I am writing this letter in support of their efforts.

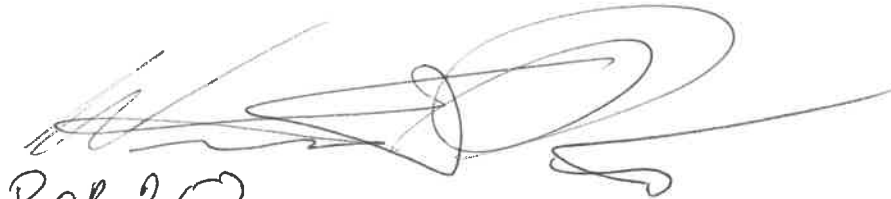
The building is used for many activities supporting community projects and is used by persons of all ages and mobility. A major concern is the main entry area does need a more permanent ramp for allowing easier access for the elderly and persons with disabilities to be able to use the facility.

I heartily endorse the Lions grant application.

As a member of the Rockaway community I am proud of and appreciative of all the work the Lions do in our community.

Thank you for your attention to their application..

Sincerely,



POB 257
Rockaway Beach Or
97136

MAR 1 '25 3:02PM


RE: An application for Handicapped Access Grant for Rockaway Beach Lions Club.

Dear Staff:

The Rockaway Lions Club is applying for grant funds to improve entry into the clubhouse, I am writing this letter in support of their efforts.

The building is used for many activities supporting community projects and is used by persons of all ages and mobility. A major concern is the main entry area does need a more permanent ramp for allowing easier access for the elderly and persons with disabilities to be able to use the facility.

I heartily endorse the Lions grant application.

As a member of the Rockaway community I am proud of and appreciative of all the work the Lions do in our community.

Thank you for your attention to their application..

Sincerely,


Samuel Mayer

CITY OF ROCKAWAY BEACH

LARGE COMMUNITY GRANT

APPLICATION

2024/2025

APPLICANT INFORMATION

Organization Name rockaway lions club

Contact Name ron hemberry

Title project director

Phone Number 2083058886

Email rhemberry@gmail.com

Organization Type non profit service club

Physical Address 265 anchor st Rockaway Beach, or

Mailing Address po box 611 rockaway beach or 97136

PROJECT CHECKLIST

- ✓ **Complete Application**
- ✓ **Attach Plans, as needed**
- ✓ **Attach 3 Letters of Support**
- ✓ **Submit Application by 12:00 pm on April 3, 2025**

Preferred delivery format is one combined PDF with all documents in order listed above. The City of Rockaway Beach will accept multiple PDF documents if titled in the following format; [Organization Name, Page X of X]. Paper copies will also be accepted. You will receive an email confirmation of receipt from the Grant Manager within 2 business days of submittal. It is the Applicant's responsibility to verify successful receipt of application. If confirmation is not received in the allotted time frame, contact the Grant Manager via email.

PROJECT OVERVIEW

Project Title

Grant Request

Total Project Cost

Questions? Need assistance?
Grant Manager, Lark Reifenstahl
LReifenstahl@corb.us
(503) 374-1752 ext. 104



PROJECT DESCRIPTION

Answers must fit in the space with provided formatting.

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. *If relevant, attach design drawings, plans, etc.*

Handicap ramp for front of building

remodel bathroom door

purchase and store supplies for building already oked by city

HEALTHY COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project contributes to a healthier local community.

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

Ppeople with handicap will be able to get in building and take part in any thing going on in building etc bingo dinners fund raisers etc

INCLUSIVE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project assists the local community in promoting inclusivity.

In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives and projects.

people with handi caps will be able to use building for events such as bingo dinners
events as in bake sales burthday parties

CHARITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project supports local charitable efforts.

Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

charitable events can use building and bathrooms for events

EQUITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project encourages equity throughout the local community.

Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

groups with people handicaped can use building and restroom

PROJECT WORK PLAN

The project work plan highlights key objectives of your application, how you plan to achieve them, and how to intend to measure the impacts.

The work plan describes project goals. Each goal further defines the following:

- Budget amount per goal
- Key action steps
- Timeline to complete each step
- Expected outcome for each step
- Evaluation method for each step

Complete the template below. Limited to three goals in formatting provided.

Verify that "Budget to Complete Goals" total matches "Budget Totals"

GOAL #1:

Budget to Complete Goal:

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
handicap ramp	1 to 3 months	ramp useable in 3 months	pictures and inspections 4149.99
restroom remodel	1 to3 months	reswtroom can be used by handicap people	pictures and inspections 500.00

GOAL #2:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
purchase supplies for fema prolect already aproved	1 to 3 years	building will meet fema rules	pictures and bills 14500.00

GOAL #3:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method

PROJECT BUDGET

Income	BUDGET
City of Rockaway Beach Large Community Grant	\$ 19,149
Other Income	
<i>Matching amounts are NOT required, but if your project exceeds the grant fund limit, use this section to add additional funding resources</i>	
	\$
	\$
	\$
TOTAL INCOME	
	\$ 19,149

Expenses		
Description	Estimate Obtained (Y/N)	Budget
<i>If estimates from tentative vendors have been obtained, please attach those to the application.</i>		
handicap ramp		\$ 4,149
restroom remodel		\$ 500
supplies for fema project		\$ 14,500
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL BUDGET		
		\$

Total income should equal total expenses

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

I am an eligible Applicant and submitted an eligible project. Refer to above grant information for details.

I agree to comply with federal, state, and local rules and regulations, where applicable.

Legal title affirmation. I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period.

Required for facility improvement projects only.

I agree to enter into an agreement with the City of Rockaway Beach upon grant approval. The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project.

I agree to provide a W9-Request for Taxpayer Identification Number and Certification. I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization.

I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes.

Hold harmless and Indemnification. I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Authorization. I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization.

Signature



Date

2-25-25

Printed Name

Ron Hemberry

Title

President

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FLASH SALE*Some Exclusions Apply****15% OFF**

YOUR ORDER!

USE CODE

OFFER15

AT CHECKOUT!

SHOPPING CART

ITEM

STATUS

QTY / TOTAL



Silver Spring 10' Side-Entry L-Shaped
Modular Ramp with 4' Top Platform
Item: 10-44552TP

Total Rise (in inches): 10
1-2 Week Lead Time
FREE SHIPPING

1 **\$4,149.99**

x

Recently Viewed



Silver Spring 10' Side-Entry
L-Shaped Modular Ramp
with 4' Top Platform

\$4,149.99

Silver Spring 10' Side-Entry
Straight Modular Ramp with
4' Platform

\$2,849.99[2 Reviews](#)

Full Length Pin Pockets
Welded to the Side Curbs
with 4 Pins

\$549.99

ORDER TOTAL

Merchandise Total

\$4,149.99

Shipping

Calculated at Checkout

Estimated Tax

\$0.00

Total**\$4,149.99**

Or Checkout With

NCAM Grant Application

2024/2025CITY OF ROCKAWAY BEACH LARGE COMMUNITY GRANT

APPLICATION

Organization Name: Neah-Kah-Nie Coast Art, Music & Cultural Foundation dba NCAM Foundation

Contact Name: Cosmo Jones

Phone Number: 313-265-5884

Organization Type: Registered Oregon 501(c)(3) non-profit organization

Physical Address: 113 Miller Rockaway Beach OR 97136

Mailing Address: PO Box 332 Rockaway Beach OR 97136

APPLICANT INFORMATION

Title: Board Member/Music Director

Email: hello@ncamfoundation.org

PROJECT CHECKLIST

Project Title: Music Technology Club Launch

Grant Request: \$20,000

Total Project Cost: ~\$180,000 for equipment, of which only \$20,000 is needed to be able to launch program.

PROJECT OVERVIEW

Project Description

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. If relevant, attach design drawings, plans, etc.

This grant request seeks \$20,000 to fund the construction of a customized, modular, sound-proof control room at Neah-Kah-Nie High School (NKNHS). This room is the final, essential piece of infrastructure required to launch the **Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation**. This innovative program will provide students from NKNHS and potentially other Tillamook County high schools with hands-on training in modern music production, audio engineering, recording techniques, stage management, and related media arts (video, graphics, promotion).

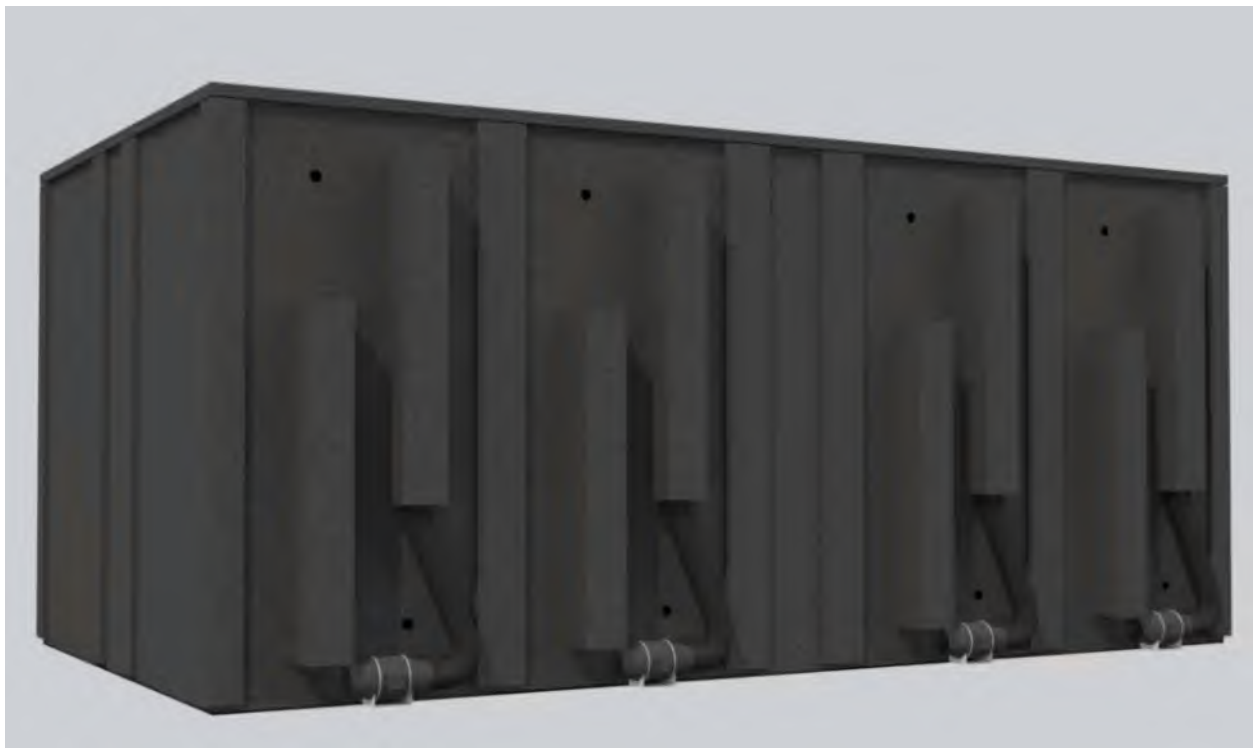
The program leverages significant existing resources, including ~\$60,000 in donated band/PA equipment and ~\$100,000 in professional recording equipment to be leased for \$1/year upon the control room's completion. It is guided by the NKNHS Music Director Michael Simpson (holding an MM in Music Technology) and supported by volunteer professional audio engineers.

The primary demographics served are high school students within Tillamook County interested in music, technology, and creative industries. The program also engages the broader Rockaway Beach community by involving adult musicians (offering free recording opportunities), skilled volunteers, and providing a potential pathway to dual high school/college credit and STEAM designation. The control room itself will be built in collaboration with the NKNHS construction program, providing practical experience for those students as well.

The creation of a Music Tech Club will set the foundation for the ability to create a modern music education program designed for how music works **today**.



This example shows an approximate size, our version would have a larger window



This example shows how the airflow works, there's simply one connection for supply and one for exhaust. There's a built in electrical panel that will need a dedicated 30-amp circuit. It may be smart to separate lighting and bring that in as low voltage using LEDs.

Healthy Community

Explain how the project contributes to a healthy community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation and centered around the proposed modular control room buildout, directly contributes to a healthier Rockaway Beach community by fostering positive **mental health**, building **essential collaborative skills** and **intergenerational connections**, and providing access to **healthy, constructive resources** for both youth and adults:

1. **Promoting Positive Mental Well-being & Social/Collaborative Skills:** Music education is well-documented to enhance mental well-being. Engaging in music and creative arts provides a powerful, positive outlet for emotional expression, stress reduction, developing emotional resilience, and building self-esteem. This program offers a structured, supportive environment where young people *and* adult community members (local musicians, songwriters, volunteers) can channel energy constructively. Crucially, working together on tangible, real-world projects like forming and recording bands teaches invaluable collaborative skills: navigating different personalities, setting boundaries, defining roles and responsibilities, and learning effective communication and teamwork. These activities combat potential isolation, build vital social and intergenerational connections, and foster a healthier sense of community. Adult musicians also benefit from free recording opportunities while sharing their knowledge, enhancing their own well-being.
2. **Developing Broad Skills, Cognitive Function, and Fostering Accomplishment:** Learning tangible skills in music technology, audio engineering, stage management, video production, graphic art, website creation, promotion, and the *business of music* equips participants with valuable real-world experience. Furthermore, research shows music education stimulates brain regions responsible for language, reasoning, memory, attention, and problem-solving. Mastering diverse creative and technical skills, enhanced by

these cognitive benefits, and producing tangible outcomes (like recordings, videos, promotional materials, or managed events) cultivates a strong sense of accomplishment and purpose. This boosts confidence and self-worth, vital components of positive mental health and future readiness for students entering college, trade school, or the workforce.

3. **Providing Access to Healthy Activities & Resources:** This program represents a significant healthy and constructive activity resource for students at Neah-Kah-Nie High School (serving Rockaway Beach youth) and participating adult community members. It offers an engaging alternative, developing diverse skills applicable to many paths. By providing access to professional-level equipment and mentorship (through donated time from local musicians, engineers, teachers, and other adult volunteers), we offer a unique resource that supports positive youth development and overall community well-being.
4. **Encouraging Healthy Technology Engagement:** In an increasingly digital world, this program actively teaches participants how to engage with modern technology in a healthy and ethical manner. While providing access to the latest tools, we emphasize mindful use, collaboration over isolation, and understanding how to avoid unhealthy relationships with technology, promoting positive digital citizenship alongside technical skills.

(Note: The program's emphasis on positive engagement, cognitive development, skill-building, mental well-being, collaboration, intergenerational connection, and healthy tech use contributes significantly to the overall health of participants and, by extension, the Rockaway Beach community.)

Inclusive Community

Explain how the project contributes to an inclusive community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation and enabled by the requested control room, is fundamentally designed to foster an inclusive community in Rockaway Beach by bringing diverse groups together, valuing different forms of participation, and encouraging broad community involvement:

1. **Creating Social Opportunities & Bringing People Together:** Music is a powerful connector. This program utilizes space at the high school to provide a vital, year-round indoor gathering place – **a significant asset in a community**

with very limited indoor venues capable of hosting larger groups (potentially 50+ people). This is especially crucial during the quieter winter months when community connection points are scarce. It brings together students with diverse interests (performance, tech, art, video, business) and integrates them with adult community members (musicians, volunteers, mentors) through shared creative projects. This program, alongside NCAM's related activities like songwriter circles and the annual music festival, creates much-needed social and recreational opportunities in our small town, combating isolation and strengthening community bonds by offering a dedicated space for larger groups to connect.

2. **Valuing Diversity & Different Forms of Participation:** We actively strive to include diverse voices and talents. The program welcomes students interested in *all* aspects of music creation and promotion, not just performance. Furthermore, our related programming includes outreach to diverse cultural groups within the region, such as the Grand Ronde tribe and the Latinx community, inviting participation. Offering recording opportunities facilitated by this studio can attract musicians from various backgrounds, enriching the cultural landscape for students and the community. The program structure inherently values the diverse contributions of students, adult musicians, technical volunteers, and mentors working side-by-side.
3. **Encouraging Community Involvement & Engagement:** This project provides concrete avenues for community involvement. Adult musicians can share their expertise and receive recording time, volunteers can mentor students in technical or business skills, and students themselves engage with the community by promoting events or recording local artists. The program leverages community assets (school space, volunteer expertise) and gives back by providing unique educational opportunities unavailable elsewhere locally and by supporting the local music scene. This collaborative model strengthens the fabric of community engagement.
4. **Supporting Community Vibrancy:** By providing high-quality music education and creation facilities, we enhance the cultural offerings of Rockaway Beach. While not direct tourism promotion, the ability to attract diverse musicians for recording and collaboration, coupled with our ongoing efforts to promote related events, contributes to Rockaway Beach's reputation as a vibrant, active community year-round, supporting a positive quality of life that benefits residents and aligns with the City's broader goals.

Charitable Community

Explain how the project contributes to a charitable community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation, embodies the spirit of a charitable community by directly giving back valuable resources, fostering high-level volunteerism, and meeting distinct local needs with significant future potential:

1. **Giving Back Resources & Expertise:** A core charitable function of this program is providing **free access** to professional-level recording facilities and expertise. This removes significant financial barriers that often prevent local musicians and students from creating high-quality recordings. Unlike commercial studios where time equals money, our focus is on teaching and achieving a quality finished product, allowing the necessary time without cost pressures. This represents a substantial gift of resources and opportunity back to the community's creative members.
2. **Fostering High-Level Volunteerism:** The program relies heavily on and actively cultivates volunteerism at a high level of expertise. **Three qualified audio engineers and the Neah-Kah-Nie School District Music Director (who holds an MM in Music Technology) donate their time and knowledge** to guide students and oversee recording sessions. This represents a significant charitable contribution of professional skill, creating meaningful opportunities for these experts to give back, share their passion, and contribute directly to youth development and the local arts scene. The entire foundation of this advanced program is currently built upon such volunteer efforts.
3. **Meeting Local Needs & Building Future Value:** This initiative addresses several key community needs:
 - **Advanced Educational Need:** We teach musicians practical skills, including how to prepare effectively for the recording process. Critically, the high level of volunteered expertise allows us to elevate this from a club to a potential **full-fledged Music Technology program offering dual high school/college credit and STEAM designation**. This provides extremely valuable opportunities for students to earn college credits locally, preparing them for future success – a significant educational need met through charitable effort.
 - **Youth Engagement Need:** The program provides a safe, supervised, and constructive environment for students after school and on weekends, offering

positive engagement for youth with diverse interests connected to music (performance, tech, video, art, dance, etc.).

- **Resource Need:** By offering free, high-quality recording, we meet a tangible need for local artists who lack access to such resources, supporting the vitality of our local music community.
- **Community Development Need:** Our long-term goal is to realize this fully accredited program. Such a unique offering can contribute to attracting and retaining long-term residents and enhancing awareness of Rockaway Beach, providing lasting charitable value to the community's future.

In essence, the program operates on a foundation of sharing resources, high-level donated expertise, and knowledge to uplift students and local artists, directly contributing to the charitable fabric and future potential of Rockaway Beach.

Equitable Community

Explain how the project contributes to an equitable community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation, actively promotes equity by removing significant barriers and extending unique opportunities to students and community members who might otherwise be underserved:

1. **Removing Financial Barriers:** The most fundamental way this program fosters equity is by being **entirely free** to participants. This eliminates economic barriers that often prevent students from low-income families or local musicians with limited means from accessing professional-level music instruction, recording equipment, and production facilities. It ensures that participation is based on interest and passion, not financial capacity.
2. **Ensuring Broad Geographic Access:** We are committed to making this unique resource available beyond just the host high school. The program is **open to students from all three high schools within Tillamook County**, allowing participation after school and on weekends. This ensures that students are not excluded from this opportunity based solely on which school district they reside in within our broader community. We also aim to develop a summer program to further expand access.
3. **Providing Access to High-Level Resources:** This program provides access to professional-grade equipment and instruction from highly qualified experts (MM Music Director, experienced engineers) within a public school setting. This helps

level the playing field, offering opportunities typically unavailable in rural districts or to those without significant personal resources, ensuring more equitable access to advanced arts and technology education.

4. **Serving Youth with Diverse Needs:** By providing a safe, engaging, and free after-school and weekend environment (as mentioned under Charitable), the program also serves youth who may lack access to other constructive activities or resources, contributing to equitable support for positive youth development.

In summary, the program promotes equity by deliberately removing financial and geographic barriers, providing access to high-value resources typically out of reach for many, and serving youth with diverse needs in our community.

Project Work Plan

Goal 1: Construct a customized, modular, sound-proof control room at Neah-Kah-Nie High School to serve as the core facility for the Music Technology Program.

- **Budget Allocated to Goal 1:** \$20,000 (100% of Grant Request)
 - *Note: This budget covers all materials, plus costs for licensed electrician and HVAC technician services.*
- **Action Steps:**
 1. **Finalize Room Design & Plans:** Confirm final dimensions and specifications based on Whisper Room model, customized for school needs and integration with existing space. (Responsibility: Music Director, Construction Teacher)
 2. **Develop Prioritized Parts & Materials List:** Create a detailed list of all necessary construction materials, soundproofing components, door, window, electrical, and HVAC interface components. (Responsibility: Construction Teacher, Music Director)
 3. **Order Materials:** Procure all items from the parts list. (Responsibility: NCAM Foundation/School Procurement)
 4. **Receive & Stage Materials:** Accept delivery and organize materials at the build site. (Responsibility: Construction Teacher/Students)
 5. **Construct Modular Room:** School construction program students, under teacher supervision, assemble the room structure, including framing, insulation, soundproofing layers, interior/exterior finishes, door, and window installation. (Responsibility: Construction Teacher & Students)
 6. **Install Electrical Connections:** Licensed electrician connects the room to existing electrical service, installing necessary outlets and lighting according

to code. (Responsibility: Licensed Electrician, coordinated by Construction Teacher)

7. **Install HVAC Connections:** Licensed HVAC technician connects the room to the existing HVAC system for proper ventilation, ensuring appropriate air intake and exhaust according to code. (Responsibility: Licensed HVAC Technician, coordinated by Construction Teacher)
8. **Final Finishing & Inspection:** Complete any final finishing touches (paint, trim, rear diffuser) and conduct a final inspection to ensure structural integrity, soundproofing effectiveness, and utility function. (Responsibility: Construction Teacher, Music Director)

- **Timeline:**

- Steps 1-2 (Design/List): May - June 2025
- Step 3 (Order): June - July 2025
- Step 4 (Receive): July - August 2025
- Step 5 (Construct): September 2025 - January 2026 (Fall Semester)
- Steps 6-7 (Utilities): December 2025 - January 2026 (During/End of Construction)
- Step 8 (Finish/Inspect): January 2026

- **Outcome(s):**

1. A fully constructed, functional, sound-proof modular control room meeting specified design requirements is completed and ready for equipment installation.
2. Neah-Kah-Nie High School construction students gain practical, hands-on experience in building techniques, project execution, and working with specialized requirements (soundproofing).

- **Evaluation Method(s):**

1. **Completion Verification:** Physical inspection of the finished room by Music Director, Construction Teacher, and NCAM representative confirms all construction steps are complete.
2. **Functionality Test:** Basic tests confirm electrical outlets work, HVAC provides airflow, and door/window seal properly. Informal sound isolation test conducted.
3. **Readiness Confirmation:** Successful installation of the leased professional recording equipment (planned within one week of room completion) serves as final confirmation the room meets functional requirements.
4. **Student Participation Record:** Construction teacher confirms student involvement in the build process.

Note - there is just one goal needed even though three are permitted

Project Budget

This budget reflects the resources required for the specific project phase enabled by this grant: constructing the control room and preparing for the launch of the Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation.

I. INCOME

- **A. Cash Income:**
 - City of Rockaway Beach Grant Request: \$20,000
 - Other Cash Sources (e.g., NCAM funds for equipment lease): \$1
 - **Total Cash Income: \$20,001**
- **B. In-Kind Contributions (Non-Cash Resources & Support):**
 - Donated Equipment (Band instruments, PA, etc.): ~\$60,000 (Already received)
 - Leased Professional Recording Equipment: ~\$100,000 (Value of equipment provided via \$1/year lease upon room completion)
 - Volunteer Time - Program Lead & Development: ~1,700+ hours (Lead NCAM Board Member efforts over 2 years establishing non-profit, events, securing donations; NKNHS Music Director program development outside contract hours)
 - Volunteer Time - Board Governance & Committee Work: ~2,184 hours/year (Estimated for 7 NCAM board members)
 - Volunteer Time - Grant Writing & Research: ~400 hours/year (Donated time from retired lawyer and educator)
 - Volunteer Time - Event Support: Significant hours donated by Rockaway Beach Volunteers group for related fundraising events (e.g., music festival).
 - Volunteer Time - Expert Consultation/Oversight: Donated time from 3 qualified audio engineers for program guidance.
 - *Note: Monetary value for volunteer time is not calculated here but represents substantial community investment. Can be valued if required by funder.*
 - **Total In-Kind Contributions: ~\$160,000 (Equipment Value) + Extensive Volunteer Hours**

II. EXPENSES

- **A. Cash Expenses (Covered by Grant Request & Other Cash Income):**

- Control Room Construction (Goal 1): \$20,000
 - *(Covers materials, licensed electrician & HVAC fees. Detailed estimate to be provided prior to fund disbursement upon grant award.)*
- Equipment Lease Payment (Annual): \$1
- **Total Cash Expenses: \$20,001** *(Must equal Total Cash Income)*
- **B. In-Kind Expenses (Application of Non-Cash Resources):**
 - Application of Donated Equipment Value: ~\$60,000
 - Application of Leased Equipment Value: ~\$100,000
 - Application of Volunteer Hours: (Corresponds to hours listed in Income)
 - **Total In-Kind Expenses: ~\$160,000 (Equipment Value) + Extensive Volunteer Hours**

Budget Notes:

- The \$20,000 grant request specifically covers the cash costs required to build the essential control room infrastructure. A detailed cost estimate will be provided prior to fund disbursement if the grant is awarded.
- This grant unlocks significant leveraged resources, including ~\$160,000 in equipment and thousands of hours of high-level volunteer expertise, demonstrating strong community commitment and project sustainability.
- Vendor estimates for electrician and HVAC services will be obtained as part of the detailed cost estimate.

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

[Signature]

I am an eligible Applicant and submitted an eligible project. Refer to above grant information for details.

[Signature]

I agree to comply with federal, state, and local rules and regulations, where applicable.

n/a

Legal title affirmation. I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period.

★ *Required for facility improvement projects only.*

[Signature]

I agree to enter into an agreement with the City of Rockaway Beach upon grant approval. The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project.

[Signature]

I agree to provide a W9-Request for Taxpayer Identification Number and Certification. I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

[Signature]

I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization.

[Signature]

I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes.

[Signature]

Hold harmless and Indemnification. I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Authorization. I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization.

Signature

[Redacted Signature]

Date

April 2, 2025

Printed Name

Cosmo Jones

Title

*Board Member
& Music Director*

9

To Whom It May Concern,

As a lifelong musician and a career music educator, I have seen what music and music learning can offer for individuals and communities-at-large. Over 20 years ago, one would have been hard-pressed to find a single band performing anywhere in north Tillamook County. Now, the area has become a cornucopia of numerous musical styles with music artists and groups playing at various venues throughout our communities. Due to this welcomed growth, younger local musicians are now inspired to create, play, sing, and record their own songs. What all these creative artists need today is an inspiring, helpful, and practical place to converge with their ideas, skills, and knowledge. This is the reason why I am writing to you.

A fully functional recording studio would:

- Network local musicians through a central hub of activity
- Create new opportunities for local residents to learn new skills and allow veteran musicians to lend their knowledge
- Foster healthy shared social/emotional habits through creating, playing, singing, and recording music
- Provide remote services to residents with special needs who wish to be involved
- Encourage a sense of belonging to all included parties regardless of skill, age, or background

The Heart of It

Oregon is such a naturally beautiful place and one could argue that the coast is the brightest gem on its crown. Unfortunately, this leaves residents spread across miles and miles of highway without much connection for musicians in different towns. Creating a studio in the center of north Tillamook County would bring musicians from all over the area and connect them in a way that hasn't been done before.

A Need Has Arisen

Not only has there long been a need for a fully-functioning studio for well-versed musicians in this area, but so many residents of student age and beginners of all ages have recently become interested in music composition, performance, and technology. This studio would serve a dual purpose by recording already established artists and allowing newer musicians a chance to flourish as well by getting the education they need from skilled veterans.

Mind, Body, and Soul

Though there has been a long known understanding that music is "good for the soul", it has only come to light in the past few years through rigorous scientific research of what mental and physical benefits music can have on the human brain and body. When people sing and

perform in groups, this can magnify the effects. Bringing musicians together at the studio would allow for this to happen on a consistent basis.

Offsite and On Target

Music technology grew rapidly throughout the recent pandemic and allowed for musicians to be able to collaborate, rehearse, and record music by utilizing online applications. This recording studio would contain a component to allow musicians with limited mobility to still be part of this musical community through technological means.

For the Benefit of All

If any local child, teen, adult, or senior is interested, they will be welcomed at this studio. No matter what piques the imagination of any person who walks through the door, they will be encouraged to follow their passion. Be it anything from learning to play an instrument, to writing song lyrics, to practicing voiceover work or recording a fully-fledged musical band, this will be the place for them to learn and grow with the help of others. Skills will be handed down from one generation to the next, bonds will be forged, and friendships strengthened. This will be a place to start, a place to finish, but most importantly, a place to belong.

Sincerely,
Michael Simpson



MM Music Technology
MEd Cross Cultural Teaching
BA Music Education

Neah-Kah-Nie School District #56
Rockaway Beach, Oregon 97136



Rockaway Beach Business Association
PO Box 1056
111 S Miller #C
Rockaway Beach OR 97136

March 3, 2025

Subject: Letter of Support for Neah-Kah-Nie Coast Arts Music & Cultural Foundation

To Whom It May Concern,

The Rockaway Beach Business Association is pleased to express our strong support for Neah-Kah-Nie Coast Arts, Music & Cultural Foundation (NCAM). As a nonprofit dedicated to fostering artistic expression and cultural enrichment in our community, NCAM has significantly contributed to both the economic vitality and social cohesion of Rockaway Beach.

Since its inception, NCAM has demonstrated a deep commitment to strengthening our local economy by hosting dynamic, off-season events that bring visitors to our town. The **Rockaway Writers Rendezvous (RWR) in April** and the **Rockaway Music Festival in September** have become highly anticipated events, attracting participants from across Oregon and beyond. These events not only showcase artistic talent but also generate meaningful economic benefits by driving foot traffic to local businesses, filling hotels and vacation rentals, and increasing patronage at restaurants, retail stores, and service establishments.

Our business community has directly benefited from NCAM's initiatives. Over the past three years, we have observed a measurable uptick in business activity during NCAM event weekends. **Sequest Treasures** reported increased sales each event weekend over the previous year, with customers citing NCAM's events as their reason for visiting Rockaway Beach. Similarly, **All Professional Real Estate** saw a notable increase in walk-in traffic during NCAM's festivals, as visitors explored the area and inquired about local property listings.

Beyond economic impact, NCAM fosters strong partnerships with local businesses, many of whom contribute in-kind donations, financial sponsorships, and volunteer support. Several NCAM board members are also business owners, ensuring that event planning aligns with the needs and interests of the local economy.

The Rockaway Beach Business Association enthusiastically supports NCAM's efforts to expand its programming and continue enhancing the livability and economic resilience of our community. We believe that with additional funding, NCAM will not only sustain but further amplify its positive impact, creating year-round opportunities for business growth, tourism, and cultural engagement. We are proud to stand behind NCAM and look forward to continuing our collaboration in strengthening Rockaway Beach as a thriving destination for the arts, culture, and commerce.

With great enthusiasm and respect,

A solid black rectangular box used to redact the signature of Nancy Albro.

Nancy Albro
Secretary
Rockaway Beach Business Association
nalbro@comcast.net

Eric Sappington

Youth Engagement Director
Tillamook YMCA

503-812-2132

4/2/2025

To Whom It May Concern,

My name is Eric Sappington, and I am the Youth Engagement Director at the Tillamook YMCA. For the past three years, my mission has been to build relationships with young people, particularly those who lack structure, creative outlets, essential life skills, and the social-emotional tools necessary to navigate the world successfully. Through my work, I have witnessed firsthand how access to music and creative expression can transform lives.

One of my earliest initiatives was introducing music education at Wilson River High School, an alternative school in Tillamook. Recognizing the need for a constructive and expressive outlet, I personally purchased five guitars for my classroom. What started as a casual opportunity for students to play grew into a structured hour-long music class where students explored guitar and songwriting. Over time, five dedicated students developed enough confidence to perform three songs in front of their entire school—an incredible accomplishment for individuals who had previously only played in private.

Inspired by this success, I carried this initiative into my role at the YMCA by acquiring additional guitars and encouraging community members to donate used instruments. Through this effort, I have been able to provide at least six guitars to youth in need. This experience has reinforced my belief in the power of music as a tool for empowerment, self-expression, and personal growth.

Now, I am seeking support to take this vision a step further: the creation of a fully equipped **youth recording studio** in Tillamook county . This resource would provide young people with access to professional-level music production tools, fostering creativity and technical skills that are currently unavailable in our community. Many students do not even consider music production as a possibility because the opportunity does not exist locally. With my experience and industry connections, I am confident that we can establish a space that will not only serve local youth but also attract musicians and mentors from surrounding areas, including the Portland Metro region.

Beyond music performance, this studio would introduce students to the broader field of music production—offering hands-on experience with recording, mixing, and editing. These are valuable technical skills that could lead to future careers in music, audio engineering, and multimedia production. Moreover, such a space would provide a much-needed creative sanctuary where young people can express themselves in healthy and meaningful ways.

As a resident of this community for nearly 30 years, I have personally experienced the lack of local recording facilities. Every time I have wanted to record professionally, I have had to travel to Portland. By building a recording studio in Tillamook, we would not only serve the needs of young musicians but also lay the foundation for a vibrant and sustainable creative hub that benefits our entire community.

I strongly believe that **now is the time** to invest in this vision. With your support, we can establish a resource that will shape the next generation of artists, musicians, and creative thinkers. I appreciate your time and consideration, and I welcome the opportunity to discuss this proposal further.

Sincerely,

Eric Sappington

Youth Engagement Director

Tillamook YMCA

CITY OF ROCKAWAY BEACH

2024/2025

LARGE COMMUNITY GRANT

APPLICATION

APPLICANT INFORMATION

Organization Name MEALS FOR SENIORS, INC.

Contact Name Theresa Bruneau

Title President

Phone Number 503-317-8967

Email mealsforseniorsinc.@gmail.com

Organization Type Non-Profit 501 (c) (3) #90-██████████

Physical Address 275 South Pacific St. Rockaway Beach, OR 97136

Mailing Address PO Box 852 Rockaway Beach, OR 97136

PROJECT CHECKLIST

- ✓ **Complete Application**
- ✓ **Attach Plans, as needed**
- ✓ **Attach 3 Letters of Support**
- ✓ **Submit Application by 12:00 pm on April 3, 2025**

Preferred delivery format is one combined PDF with all documents in order listed above. The City of Rockaway Beach will accept multiple PDF documents if titled in the following format; [Organization Name, Page X of X]. Paper copies will also be accepted. You will receive an email confirmation of receipt from the Grant Manager within 2 business days of submittal. It is the Applicant's responsibility to verify successful receipt of application. If confirmation is not received in the allotted time frame, contact the Grant Manager via email.

PROJECT OVERVIEW

Project Title Food for Seniors

Grant Request \$20,000

Total Project Cost \$50,000

Questions? Need assistance?
Grant Manager, Lark Reifenhahl
LReifenhahl@corb.us
(503) 374-1752 ext. 104

1

PROJECT DESCRIPTION

Answers must fit in the space with provided formatting.

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. *If relevant, attach design drawings, plans, etc.*

The grant request is to ensure Meals for Seniors, Inc. has enough money in 2025 for the food we need to purchase for all of the seniors we serve, as well as enough containers to package meals for our homebound senior citizens. We offer three letters of support, and a quote from a supplier as attachments.

In 2024 our food expenditures were \$26,611 and we prepared 13,852 meals. Of these, 5,662 were served in the dining room and 8,190 delivered to our homebound. Given the 3,412 meals we have served just from January through March 14, 2025, we estimate we will prepare 16,432 meals in all of 2025; a significant increase. We have \$30,000 in our 2025 food budget which is pledged as matching funds.

With the retirement of the cook, we hired a new Kitchen Manager who has re-organized the kitchen operations and revised the monthly menus and meal courses. As an experienced chef she also has significant knowledge of food planning and preparation and has been able to use food in a wider variety of ways. All of this has been very favorably received, resulting in a significant increase in the number seniors coming to us for meals.

In addition to a dramatically higher number of meals being served, the cost of food continues to increase exponentially. According to the Feb. 2025 Food Price Outlook Forecast of the 2025 Consumer Price & Producer Price Index of 3/13/2025, "Retail egg prices increased by 13.8% in January, 2025. This is 53% higher than in January, 2024." General availability and production cost increases and inflation, among other factors, continue to dramatically raise prices on all food. Egg prices caused us to cancel our March, 2025 French Toast Breakfast fundraiser, and jeopardizes our remaining 2025 breakfasts, causing us to re-think our in-house fundraising projects. With changes at the federal level related to funding food banks, we anticipate there may be reduced options to obtain food from the Tillamook Regional Food Bank. We purchase a significant amount of our food; using Costco, US ChefStore and sales at Safeway and Fred Meyer.

We serve senior citizens; donations are accepted but there is no charge for our meals. We provide meals 52 weeks of the year. On special occasions we serve the wider community members of all ages. Examples are our Ice Cream Social, supported by the Tillamook Creamery; open to everyone and held in August of each year. We also host a community-wide, free Thanksgiving Dinner (with all food being donated, outside of our regular meal service).

HEALTHY COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project contributes to a healthier local community.

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

Our primary purpose is to provide fresh, healthy food to senior citizens. Our 2024 Customer Survey revealed that 27% of our diners are between 80-90 years of age, and another 10% are over 90 years of age! Of our seniors, 47% have been receiving our meals for 5 years or more, 26% for 8 years or more, or conversely, 24% have been receiving our meals for less than one year. We have 3 seniors who have been receiving our meals for 17 years or more! No other organization in our local community does what we do and we are proud to meet the needs of our senior citizens and be a member of the wider community. See Attachments I - III which offer letters of support from two seniors, who have been receiving our meals for many years and a fisherman donating fresh fish on a regular basis.

Our food is fresh; served within minutes of being cooked; menus have balanced nutrition as a primary focus. For our homebound seniors we provide fresh meals 3 days a week, and frozen meals for remainder of the week. We receive fresh produce from individual's gardens and local businesses and donated fresh fish. The containers for our to go meals ensure the meals arrive hot and the frozen meals can be micro-waved or heated in an oven while preserving the nutrition and taste of the meal. With this grant we would be purchasing our first ever, compostable (made of sugar cane) containers that our food is packaged in for our homebound seniors. (See Attachment IV from Oliver Packaging and Equipment Company; the long term supplier for our packaging who is very attentive to non-profit organizations.) Their quote is good through 4/24/2025 and we would not order until grant approval and cover any additional costs from a potential new quote, through other savings.

We work with Tillamook Adventist Social Services to assist their elderly patients who may be recuperating from surgery, or rehabilitating from injuries and who need help with prepared food. We provide welfare checks with our homebound seniors. We partner with the Tillamook County Community Health Center to sponsor and advertise a community wide Flu/COVID vaccine clinic each fall. In the Fall of 2024 our clinic provided 41 vaccinations for flu, COVID and pneumonia. We provide fliers for health assistance such as Medicare and Medicaid.

We work with the Neah-Kah-Nie School District to provide volunteer opportunities for special needs students or those who need volunteer opportunities for senior projects or community service. This school year we have three special needs students working in our

INCLUSIVE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project assists the local community in promoting inclusivity.

In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives and projects.

"Our mission statement is to enable the senior citizens of North Tillamook County to continue living independently in their own homes by providing access to nutritious meals and social occasions."

While senior citizens are our focus, we value hosting or participating in a variety of community activities which are open to all.

We provide social opportunities for those eating in the dining room where seniors can visit with their friends and welcome new members to our community. No one is ever turned away.

Our Thanksgiving Dinner is free and open to the entire community. All food is donated and prepared and served by volunteers. In 2024 we served 160 dinners to community members and we also delivered 40 of these special meals to our homebound seniors.

We sponsor a Christmas party where in addition to serving a special meal, we provide musical entertainment, a visit from Santa and Mrs. Claus, a photo booth, and Christmas baskets. In 2024 we put together 120 baskets for our seniors that included a variety of special treats, including flavored Tillamook cream and cheddar cheeses, fruit, candy, and baked goods.

In the summer of each year we host a free, community-wide ice cream social, with 75 people attending in 2024.

We are the only commercially approved non-profit kitchen in this area and in conjunction with St. Mary by The Sea, we are able to assist the broader community with warm meals and shelter should there be a community-wide emergency or disaster. We are in the process of obtaining a new generator large enough to allow the entire building to be fully functional in a weather related emergency.

CHARITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project supports local charitable efforts.

Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

We are a volunteer managed and operated organization. The 13 board members not only manage the organization but each is an active volunteer in operations. In addition, in 2024 we had 94 volunteers working in a number of capacities on an on-going basis - 18 worked in the kitchen, 10 delivered meals to the homebound, and 14 worked at special events. In 2024 they gave provided 6,807 volunteer hours. We had 9 businesses volunteer to donate food to us on a regular basis as well as 12 volunteers who donate produce regularly in the growing season. We have another 31 businesses volunteer by donating space in their businesses for our coin canisters for donations.

Although not a part of this application, we also manage and operate a Family Fund which provides assistance to families in need or crisis. This includes assisting with rent, utilities, food, gas, etc. throughout the year as well as gifts and food at the holidays. During the 2024 holiday season we worked with Tillamook CARE to assist 11 families with 31 children. In addition, we also worked with the Neah-Kah-Nie School District to assist another 23 families in need who had 52 children.

EQUITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project encourages equity throughout the local community.

Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

In 2005 MFS, Inc. adopted a non-discrimination policy that states "Meals for Seniors, Inc. will not discriminate with respect to race, color, creed, sex, age, national origin, disability, religion or sexual orientation, and will comply with affirmative action programs and all federal, state or local laws that are applicable."

We serve low-income seniors in our community and those who are medically fragile and homebound. There is no charge for our meals and no one is ever turned away. We are pleased to have Special Needs students work in our dining room on an on-going basis. This provides valuable work experience, affording opportunities for employment.

PROJECT WORK PLAN

The project work plan highlights key objectives of your application, how you plan to achieve them, and how to intend to measure the impacts.

The work plan describes project goals. Each goal further defines the following:

- Budget amount per goal
- Key action steps
- Timeline to complete each step
- Expected outcome for each step
- Evaluation method for each step

Complete the template below. Limited to three goals in formatting provided.

Verify that "Budget to Complete Goals" total matches "Budget Totals"

GOAL #1:

Budget to Complete Goal:

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Purchase food \$16,649	\$4,162 on a quarterly basis	Adequate food on hand at all times	# of meals prepared each month

GOAL #2:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Purchase "To Go" containers \$3,351	June, 2025	Adequate # of containers to last 12 months	Monthly count on number of containers used.

GOAL #3:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method

PROJECT BUDGET

Income		BUDGET
City of Rockaway Beach Large Community Grant		\$ 20,000
Other Income		
Matching amounts are NOT required, but if your project exceeds the grant fund limit, use this section to add additional funding resources		
Meals for Seniors, Inc. 2025 budget, resources in hand to purchase food.		\$ 30,000
		\$
		\$
TOTAL INCOME		\$ 50,000

Expenses		
Description	Estimate Obtained (Y/N)	Budget
If estimates from tentative vendors have been obtained, please attach those to the application.		
Food purchase (from Costco, US ChefStore, Fred Meyer, Safeway and others.		\$ 16,649
		\$
Oliver Packaging and Equipment Company - Food Containers for Home Bound Meals (See attached)		\$ 3,351
		\$
		\$
		\$
MFS, Inc. approved budget - Food Line Item		\$ 30,000
		\$
		\$
		\$
		\$
		\$
TOTAL BUDGET		\$ 50,000

Total income should equal total expenses

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

I am an eligible Applicant and submitted an eligible project. Refer to above grant information for details. JB

I agree to comply with federal, state, and local rules and regulations, where applicable. JB

Legal title affirmation. I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period. JB

Required for facility improvement projects only.

I agree to enter into an agreement with the City of Rockaway Beach upon grant approval. The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project. JB

I agree to provide a W9-Request for Taxpayer Identification Number and Certification. I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding. JB

I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization. JB

I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes. JB

Hold harmless and Indemnification. I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project. JB

Authorization. I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization. JB

Signature



Date

3/26/25

Printed Name John Garcia

Title **Vice-President**

Letter of Support from Deanna Olsen - Attachment I

March 15, 2025

City of Rockaway Beach
Attn: Luke Shepard – City Manager
PO Box 5
Rockaway Beach, OR 97136

Luke,

My name is Deanna Olsen and I have resided in Rockaway Beach for 35 years. I have been attending Meals for Seniors lunch program and fundraiser events since the beginning in 2003.

This is an outstanding program and a tremendous help to our community. I have witnessed firsthand how this program helps our seniors as far as nutrition and a social environment. For many people this is their only meal and their only contact with others. The Board of Directors and the many volunteers are totally committed to serving our vulnerable senior citizens. I highly recommend any support that the City of Rockaway Beach can provide.

I totally support Meals for Seniors and I recommend that they be awarded the grant that they are applying for.

Thank you for your attention on this matter.

Sincerely,



Deanna Olsen
PO Box 688
621 Nehalem
Rockaway Beach, OR 97136

Letter of Support from Linda Brown - Attachment II

March 15, 2025

City of Rockaway Beach
Attn: Luke Shepard – City Manager
P.O. Box 5
Rockaway Beach, OR 97136

Luke,

My name is Linda Brown and I have resided in Rockaway Beach for sixty years. I have been attending Meals for Seniors lunch program and fundraiser events for over twenty years.

This is an outstanding program and a tremendous help to our community. I have witnessed firsthand how this program helps our seniors as far as nutrition and a social environment. For many people this is their only meal and their only contact with others. For years, I have picked up a meal and delivered it a woman who was homeless. She was very grateful and I know this was her only meal. She has moved out of Rockaway so I no longer see her.

I totally support Meals for Seniors and I recommend that they be awarded the grant that they are applying for.

Thank you for your attention on this matter.

Sincerely,



Linda Brown
P.O. Box 134
284 S. Quadrant Street
Rockaway Beach, OR 97136

Letter of Support from Jeff Wong - Attachment III

March 15, 2025

City of Rockaway Beach

Attn: Luke Shepard – City Manager

PO Box 5

Rockaway Beach, OR 97136

Luke,

My name is Jeff Wong and I am dedicated to giving back to my community as a person and as part of my business. As I began my fishing operations, I wanted to develop a partnership with a local community organization to which I could share. I selected Meals for Seniors because of their history of serving the community, their management and efficient operation and how well they care for food donated to them, and the fact that they are serving senior citizens who are close to my heart personally.

This is an outstanding program and a tremendous help to our community. I have witnessed first hand how this program helps our seniors as far as nutrition and a social environment. For many people this is their only meal and their only contact with others.

I totally support Meals for Seniors and I recommend that they be awarded the grant that they are applying for.

Thank you for your attention on this matter.

Sincerely,



Jeff Wong

1020 S. Breaker Avenue

Rockaway Beach, OR 97136

Quote from Oliver Packaging for Food Packaging - Attachment IV



Quote

03/25/2025

To:
Meals For Seniors Inc
PO Box 852
Rockaway Beach, OR 97136-0852
UNITED STATES

Project:
1308 Upgrade/62121TPL

From:
Oliver Packaging & Equipment Company
Toni Burgess
3236 Wilson Dr NW
Walker, MI 49534
United States

Item	Qty	Product	Description	Price	Sell Total
1	8.00	62121TPL	Tray 1C Fiber SM 37oz Turn Flange PLA	373.03	2,984.24
2	4.00	62124	Film Roll 8.75" 1461' 50 10.63HTAF	91.89	367.56

Sale Amount:	3,351.80
Order Disc(- %):	0.00
Freight:	
Surcharge:	N/A
Sales Tax:	0.00

Misc Charges:	0.00
Total Amount:	3,351.80

Estimated lead time of 1 week from receipt of PO

Terms & Conditions: <https://www.oliverquality.com/terms-conditions/>

Pricing good thru 04/24/2025

Acceptance: _____

Date: _____

Printed Name: _____

Project Grand Total: \$3,351.80

CITY OF ROCKAWAY BEACH

LARGE COMMUNITY GRANT

APPLICATION

2024/2025

APPLICANT INFORMATION

Organization Name Fulcrum Community Resources and Rockaway Beach Business As

Contact Name Corinne Rupp

Title Treasurer, RBBA

Phone Number 503.961.2753

Email corinne.rupp@gmail.com

Organization Type 501(c)3

Physical Address 102 Highway 101 South, RB OR 97136

Mailing Address PO Box 136, Nehalem OR 97131

PROJECT CHECKLIST

- ✓ **Complete Application**
- ✓ **Attach Plans, as needed**
- ✓ **Attach 3 Letters of Support**
- ✓ **Submit Application by 12:00 pm on April 3, 2025**

Preferred delivery format is one combined PDF with all documents in order listed above. The City of Rockaway Beach will accept multiple PDF documents if titled in the following format; [Organization Name, Page X of X]. Paper copies will also be accepted. You will receive an email confirmation of receipt from the Grant Manager within 2 business days of submittal. It is the Applicant's responsibility to verify successful receipt of application. If confirmation is not received in the allotted time frame, contact the Grant Manager via email.

PROJECT OVERVIEW

Project Title Summer Movies in the Park

Grant Request \$20,000

Total Project Cost \$24,927.00

Questions? Need assistance?
Grant Manager, Lark Reifensahl
LReifensahl@corb.us
(503) 374-1752 ext. 104



PROJECT DESCRIPTION

Answers must fit in the space with provided formatting.

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. *If relevant, attach design drawings, plans, etc.*

Rockaway Beach Business Association, in collaboration with Fulcrum Community Resources, Neah-Kah-Nie Coast Art & Music Cultural Foundation, Tillamook County Libraries and North Coast Recreation District, proposes a nine week "Summer Movies in the Park" program to the Phyllis Baker park in Rockaway Beach. Modeled after other popular summer programs (City of Portland's "Summer Free For All" and others) this collaborative project would bring a free outdoor summer movie series to the North Coast, with live music or performances before the movie begins. Rockaway Beach and the North Coast have three distinct communities, year round residents, visitors, and people who own vacation homes in the district. This last group in particular often feel very aligned with our community but don't have many opportunities to interact with our year round residents. A free summer program like Movies in the Park invites all three groups together equally and brings people together around a shared experience. The movies themselves will be intended for a general audience, with some being specifically geared towards younger families and some for a broader audience, giving everyone a chance to see something they would enjoy. We will use the subtitles on the movie, and the projector/amplifier we are purchasing has bluetooth capability as well so people can use their own bluetooth headphones to hear as well. The intention for this project is for EVERYONE to feel invited to participate. Part of the budget is being set aside for incidentals, including any additional pieces required to assist with ADA accessibility.

HEALTHY COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project contributes to a healthier local community.

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

This project fits well into a healthy communities plan. It is a free recreational option available to anyone with no restrictions. The Bluetooth connection and the subtitles will be helpful for people with hearing loss. Having free social events where people are encouraged to meet their neighbors creates community bonds. For out of town visitors it helps them to see Rockaway as a vibrant community, not just a tourist destination. For locals, it helps them to be reintroduced to Phyllis Baker park. We will be encouraging people to park at the Wayside and walk to the park as well, creating an opportunity to get those steps in.

INCLUSIVE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project assists the local community in promoting inclusivity.

In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives and projects.

With the Movies program being on Thursday nights, this will tie in nicely with the Farmers Market and encourage more people to participate in both events. We will be letting local businesses know in advance of the events as well, so restaurants can choose to participate with picnic offerings or shops can stay open until 7pm when the program begins. Having the program outdoors means people who are still actively socially distant can feel secure attending, as well as people with young energetic children who can be more wiggly in a less formal setting without disrupting their neighbors. We will be paying attention to ADA accessibility as much as possible as well. The movies themselves will be diverse with many different genres represented. From family to RomCom to action, we want everyone to feel invited. Movies will be rated G, PG, or PG-13 and advertised as such so families can decide for themselves what they would like to participate in. There will be some classics (think Goonies or Indiana Jones) as well as newer releases (such as Wicked)

CHARITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project supports local charitable efforts.

Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

This is a 100% volunteer based effort in partnership with many local organizations and institutions. While RBBA is managing the bulk of the event, we are certainly not doing it alone. Fulcrum Community Resources has agreed to be our 501(c)(3) Nonprofit sponsor, allowing us to ask for larger donations with a tax deductible receipt; NCAM will be finding talent and managing the pre-movie events as well as providing event insurance; Tillamook County Libraries will provide the movies and has agreed to purchase any that they don't already have in their catalog, and we are working with NCRD to see if we can use their movie license for the rights to show the films. The number of organizations hoping to partner with RBBA on this event is evidence of how this kind of programming is needed in our community. We will also be working with Rockaway Volunteers and to Neah-Kah-Nie High School for day-of assistance, as this would make an excellent Senior Project for a student.

EQUITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project encourages equity throughout the local community.

Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

The program being held outdoors means people who are still actively socially distant can feel secure attending, as well as people with young energetic children who can be more wiggly in a less formal setting without disrupting their neighbors. We will be paying attention to ADA accessibility as much as possible as well. The Bluetooth capability of the system also means that hearing impaired folks who may not always feel welcome in other events will have access. The movies are free, removing all fiscal barriers for participation.

PROJECT WORK PLAN

The project work plan highlights key objectives of your application, how you plan to achieve them, and how to intend to measure the impacts.

The work plan describes project goals. Each goal further defines the following:

- Budget amount per goal
- Key action steps
- Timeline to complete each step
- Expected outcome for each step
- Evaluation method for each step

Complete the template below. Limited to three goals in formatting provided.

Verify that "Budget to Complete Goals" total matches "Budget Totals"

GOAL #1:

Budget to Complete Goal:

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Acquire all necessary pieces for the program (projector, screen, etc.)	Beginning of May	Have all major pieces outlined in budget on hand, labeled, and tested.	Another member of the team will go over the checklist and ensure we have all the items needed.
Have all the MOU's and other documents in place	End of April	All the MOU's with other partner orgs are finalized and filed, all permits with the city completed, etc	Team will review checklists and ensure compliance
Work on all written and publishable materials, including press releases sent to all local papers	End of May	Have logos for sponsors and partner orgs in hand, have advertising plan made, have logo for Movies program made	The pieces needed to advertise will all be collected and it will be easy to create advertising materials

GOAL #2:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Choose films and performers, set dates	Mid May	Have the calendar set	The calendar will be set by mid June
Arrange volunteers and dates, have how-to sheets made	Mid June	All volunteers organized and understand their roles	A movie "dry run" will occur in June to ensure volunteers know how to set up and take down
Have sponsors lined up	Mid May	Have an additional \$5000 for the program	Have \$5000 in the bank to spend on advertising, etc.

GOAL #3:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Talk with the local businesses to ensure they know what is happening	Beginning of June	All the businesses in Rockaway Beach will know about the program, dates and times	Most businesses will hang calendar of events in their windows
Publish advertising materials including calendars, etc	Mid June	Pre-show slideshow complete with sponsors, calendars printed, etc	Professional quality materials that people are happy to display

PROJECT BUDGET

Income		BUDGET
City of Rockaway Beach Large Community Grant		\$ 20000
Other Income		
<i>Matching amounts are NOT required, but if your project exceeds the grant fund limit, use this section to add additional funding resources</i>		
Sponsorships, 10 x \$500		\$ 5000
Concessions		\$ 500
		\$
TOTAL INCOME		\$ 25,500

Expenses		
Description	Estimate Obtained (Y/N)	Budget
<i>If estimates from tentative vendors have been obtained, please attach those to the application.</i>		
Movie screen, projector, and sound system		\$ 14,287
Movie Rights for 9 films		\$ 2680
Graphic design help		\$ 2000
Printing/advertising		\$ 2000
Little bits		\$ 1500
Fulcrum Community Resource 5%		\$ 1000
Per Diem for performers		\$ 900
Park Fees		\$ 360
		\$
		\$
		\$
		\$
TOTAL BUDGET		\$ 24,727

Total income should equal total expenses

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

- CMR** **I am an eligible Applicant and submitted an eligible project.** Refer to above grant information for details.
- CMR** **I agree to comply with federal, state, and local rules and regulations, where applicable.**
- CMR** **Legal title affirmation.** I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period.
Required for facility improvement projects only.
- CMR** **I agree to enter into an agreement with the City of Rockaway Beach upon grant approval.** The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project.
- CMR** **I agree to provide a W9-Request for Taxpayer Identification Number and Certification.** I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.
- CMR** **I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization.**
- CMR** **I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes.**
- CMR** **Hold harmless and Indemnification.** I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.
- CMR** **Authorization.** I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization.

Signature



Date 4/2/20

Printed Name Corinne Rupp

Title Treasurer, RBBA

Rockaway Beach Large Community Grant

Here is the text for the large grant. I had problems filling in the goals and budgets in the "Work Plan" section. Goal #1 is Strategize with a budget of \$19,327, Goal #2 is Organize with a budget of +\$5,000 and Goal #3 is Implement with a budget of \$5,600.

Grant Submission Text

Rockaway Beach Business Association, in collaboration with Fulcrum Community Resources, Neah-Kah-Nie Coast Art & Music Cultural Foundation, Tillamook County Libraries and North Coast Recreation District, proposes a nine week "Movies in the Park" program to the Phyllis Baker park in Rockaway Beach. Modeled after other popular summer programs (City of Portland's "Summer Free For All" and others) this collaborative project would bring a free outdoor summer movie series to the North Coast, with live music or performances before the movie begins. Rockaway Beach and the North Coast have three distinct communities, year round residents, visitors, and people who own vacation homes in the district. This last group in particular often feel very aligned with our community but don't have many opportunities to interact with our year round residents. A free summer program like Movies in the Park invites all three groups together equally and brings people together around a shared experience. The movies themselves will be intended for a general audience, with some being specifically geared towards younger families and some for a broader audience, giving everyone a chance to see something they would enjoy. We will use the subtitles on the movie, and the projector/amplifier we are purchasing has bluetooth capability as well so people can use their own bluetooth headphones to hear as well. The intention for this project is for EVERYONE to feel invited to participate. Part of the budget is being set aside for incidentals, including any additional pieces required to assist with ADA accessibility.

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Expenses:

Item	Amount	Notes	Responsibility of:
Inflatable screen, sound, and projector package with shipping	\$14,287.00	This is a total package containing everything we would need to plug and play (minus some extension cords, etc)	RBBA
Movie rights for nine films	\$2,680.00	These are the rights to play the movies	NCRD
DVD/Blu-Ray of the movies	\$0.00	We can check these out from the library ahead of the dates	RBBA
Little bits	\$1,500.00	This is for all the little bits that would be needed one time, such as a folding table, extension cords, cases and trolleys to carry stuff, etc	RBBA
Per Diem for performers	\$900.00	Each performing group would receive a small stipend to encourage attendance and get better acts	NCAM
Park Fee	\$360.00	nine events X \$40	RBBA/NCAM
Concessions	\$200.00	Initial cost for cokes, chips, etc	RBBA
Graphic Designer Help	\$2,000.00	This would pay for someone to create images for advertising and assist with making the pre-movie slideshow of advertisers, etc	RBBA
Advertising	\$2,000.00	I would hope we could get a lot of free press but we should also buy advertising	RBBA
	\$23,927.00		

Revenue:

Revenue Stream	Estimated amount	Notes
CORB large community grant	\$20,000.00	Restricted. Cannot be used to fund advertising of any kind.
Sponsorships	\$5000.00	10 x \$500
Concessions	\$500.00	

Dear Members of the Committee,

I am writing this letter in support of the Rockaway Beach Business Association's proposed project, **Movies in the Park**.

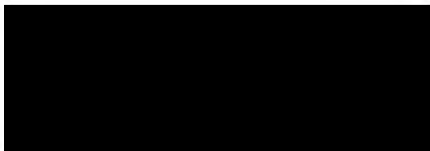
I am a founding board member of NCAMFoundation.org serving Rockaway and Tillamook County by providing cultural events and supporting the arts. While we haven't grown to encompass cinema, this project is exactly what we would propose if we did.

This project is something that will bring the Rockaway Beach community together, the year round residents, the folks with summer houses, and our visiting population. There is a lot of support for it in the business community, with the shared goal of extending the weekend out as an extra day for tourists by having activities they can count on.

Meanwhile, our local community has a new resource with a dedicated plan, and this is something everyone in our area will enjoy and be able to participate easily.

When people feel more connected to their neighbors and our community at large, everyone's happiness index increases.

Please contact me with any questions, and thanks for listening!



Cosmo Jones



RB OR 97136



Dear members of the committee,

I am writing this letter in support of the Rockaway Beach Business Association's proposed project, Movies in the Park. I am Victor Troxel and I have lived in Rockaway Beach for the past 16 years. In that time my wife and I have owned and operated Troxel's Gem and Jewelry Co. and Troxel's Rock Garden. We have also had the pleasure of raising 3 children in this wonderful community and we are grateful to the RBBA for wanting to create family-friendly activities for locals and tourists alike.

This project is something that will bring the Rockaway Beach community together, the year round residents, the folks with summer houses, and our visiting population. There is a lot of support for it in the business community, and would tie in nicely with our other Thursday summer events, namely the Farmer's Market. It is events like these that make people feel more connected to their neighbors and our community at large. I would be happy to discuss this further if you have any questions.

Thank you,

Victor Troxel

A solid black rectangular box used to redact the signature of Victor Troxel.

April 3, 2025

Dear members of the committee,

I am writing this letter in support of the Rockaway Beach Business Associations "Movies in the Park". My name is Patti Swain and I have lived in Rockaway since 1996 and own Seaquest Treasures and soon to be re-opening Tropics Island Grill here in town.

I think "Movies in the Park is an awesome idea. This is a great opportunity to offer a free event that brings the community together all summer long. I think it would complement the Chambers Farmers market and offer something fun for the whole family to do that evening.

This is an opportunity to bring local residents, second homeowners and tourists together to allow them to be more connected. I fully support this project and hope this will be a supported event that our community can cherish for years to come.

Sincerely,

Patti Swain

A black rectangular redaction box covering the signature area.