

City of Cannon Beach Monthly Status Report

To: Mayor and City Council
From: City Manager Bruce St. Denis
Date: May 8, 2018

Planning Department Report

Planning Commission: The Planning Commission met on April 26 to conduct public hearings on the following items:

- SR18-02. The Planning Commission conducted a public hearing and approved a request for a setback reduction at 595 N Beech for a residential addition. The request was made by property owners Steve and Marsha Straus.
- V18-03. The Commission conducted a hearing on an off-street parking variance for O'Brien Construction at 273 Beaver Street for their offices. The Planning Commission continued the hearing to May 24.
- V18-04. The Planning Commission opened the public hearing on a setback reduction request to replace an existing dwelling at 707 N Laurel; and continued the hearing to May 24. The request was made by Tolovana Architects on behalf of property owners Tom and Brenda Souply.
- V18-05. The Commission conducted a public hearing and approved a setback reduction to enlarge an existing dwelling on a substandard lot at 132 Tanana. The request was made by Tolovana Architects on behalf of property owners Jon and Debra Stoner.
- ZO18-02/CP18-01. The Planning Commission took testimony on proposed updates to the City's Foredune Management Plan, and continued the matter to May 24.

Design Review Board: The Design Review Board did not meet in in April.

Building Permits: Staff processed the following building permits in March:

Permit Type	# of permits	Permit Fees	Value
Building	15	\$8,926.85	\$615,185
Mechanical	7	\$1,141.30	
Plumbing	5	\$507.75	
Monthly Total	18	\$10,575.90	

The building official spent approximately 15 hours per week providing building inspection and plan review services to the City of Manzanita under an Intergovernmental Agreement.

Short-term Rentals: Staff continued to process short-term rental permits in March:

Program	Number of permits
14-day permit	121
Lifetime Unlimited permit	53
5-year Unlimited permit	34
Total permits	208
New short-term rentals this month	5
Pending short-term rentals	4
Five-year lottery draws this month	1
Short-term code enforcement actions this month	11

All 14-day Short-term Rental permit holders received a letter, mailed March 6, 2018, requesting audit information. Permit holders had until March 31, 2018 to submit required information.

Other Planning/Building Matters:

- Planning, Finance, and Public Works staff met with Barry Sims, forester with Trout Mountain Forestry, on 4/3 to discuss the Southwind site and the Ecola Creek Forest Reserve.
- I attended a meeting of coastal planners in Tillamook on 4/6 to discuss ongoing local planning issues related to flood plain mapping, tsunamis, geological hazards, affordable housing, short-term rental management, and other matters of interest to city and county planners.
- I assisted Clatsop County Community Development Department interview applicants for their planning supervisor position on 4/24.
- I attended a meeting hosted by ODOT on 4/25 to discuss their Oregon Coast Bike Route plan update, including the segment through Cannon Beach.
- I attended a meeting of the CREST Council on 4/26.
- Planning staff and the City Manager met with Cannon Beach Academy staff on 4/26 to discuss lease-related issues.

Public Works Department Report

Water/Wastewater

- The Pacific Force Main project has been successfully completed.
- A Leak Detection Survey is taking place beginning April 23-May 3, 2018. This project consists of surveying approximately 25-30 miles of water distribution lines of various sizes, searching for possible leaks.
- We had a dead end flush valve fail at the top of Oak Street, causing a few residents to be without water for a couple of hours while repairs were made to the line and the street. Residents had water back on within several hours.

Roads/Parks

- The 2017-2018 Paving Project has been completed. Nine streets were paved or overlaid, and numerous patch repairs on potholes were completed throughout town.

In addition to their routine activities, the Parks department repaired the horse bridges between Sea Rand and the beach trail, rebuilt the service pathway at Les Shirley, planted 10 spruce trees at NeCus’

with the Cannon Beach Academy as a part of the 12 Days of Earth Day event and refreshed the landscaping at the wastewater treatment plant

Emergency Management Report Overview: April 2018

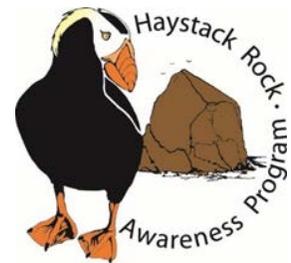
Work continues on the 2018 Coastal Community Festival scheduled for May 12th.



Haystack Rock Awareness Program Report

General:

- *Annual totals (to date):*
 - HRAP Revenue (sales and donations): \$4,366
 - Merchandise (in addition to HRAP revenue) sold/ to be sent to Friends of Haystack Rock: \$679.43
 - Direct visitor contacts: 16,033
 - ‘Thank you’s’: 6,366
 - School Groups: 12
 - Bird Rescue: 4
- Eric Owen, current HRAP Citizen Science Coordinator, has accepted a fulltime job offer from North Coast Land Conservancy as their Land Steward – he has submitted his letter of resignation and will be leaving in early May. We wish him the best!
- The “Bigger Picture” marine debris mural, a partnership based project for 12 Days of Earth Day, between CBAA and HRAP, came together beautifully with many community members



participating to make individual squares which when put together, make a fantastically detailed mural of a whale!

- We hope to donate the completed piece to the City in the next few months.
- The project was featured on multiple news outlets.
- HRAP has taken on full responsibility for the Beach Wheelchair Program.
 - Since taking over the program in March, we have:
 - had 31 checkouts
 - 5 ‘no-shows’
 - Currently have 43 scheduled reservations through the end of August
 - Since March, we have raised \$1,065.35 in donations for the program specifically
 - Most participants have found the program vis Facebook
- HRAP is officially the recipient of a 2018 Sea Grant Scholar – an OSU student who will work for the program full time for ten weeks this summer implementing a human dimensions research project!
- Melissa attended the following board and or committee meetings:
 - Friends of Haystack Rock Board Meeting on April 13th and FOHR board training on April 14th.
 - Rocky Shores Working Group, through OPAC, updating the Oregon Rocky Shore Territorial Plan, on April 2nd and 16th.
 - The 2018 NAME (Northwest Aquatic and Marine Educators) Conference meeting on April 5th and 26th.
 - Wildlife Center of the North Coast board meeting on April 17th and board training on April 24th.
 - Oregon Coastal Ocean Information Network (OCOIN) meeting April 2nd and 24th.
 - 12 Days of Earth Day Committee, meeting April 9th.
 - Cannon Beach Chamber and Travel Oregon Clatsop Tourism Studio (for eco tourism) meeting April 4th.
- Seasonal Interpretive staff on the beach continue to receive positive feedback and much praise, with zero complaints from visitors.
 - Staff have seen quite a bit on the beach the past month: bald eagles capturing common murrelets, osprey sightings at the Rock, peregrines falcons indeed nesting on the Rock, black oystercatchers beginning to establish nesting sites, puffins returning to the rock April 1st!, seals at the needles, whales migrating by, pyrosomes, MANY baby sea stars, and odd, currently unidentifiable squishy beach balls washing in.

Education & Volunteers:

- Education:
 - Lisa continues to post ‘Tide Pool Tuesdays’ on Facebook and send out bi-monthly newsletters to volunteers and supporters.
 - Puffin Welcome was an intimate celebration joined by Cannon Beach Academy with lots of volunteer support for this time-honored event on April 20th.
 - We are headed for a busy May with schools arriving from all over.
 - Lisa hosted a We Speak Puffin open house at City Hall April 17th from 12-2pm.
 - Currently we have 18 ambassadors for the WSP program (not including HRAP staff and volunteers)
 - Melissa, Kari and Lisa were interviewed by KGW on April 10th about We Speak Puffin.

- Volunteer:
 - We had a small turnout of new volunteers at our First Volunteer Training of the season: two new volunteer and a couple of seasoned volunteers seeking a refresher.
 - We are currently at 30 new volunteers, just over half way for my goal of 50!
 - Our total number of volunteers for the season is 58 thus far!

Outreach:

- Spoke with Tillamook County Master Recyclers regarding delivering a Trash Talk Project event for them
- Submitted Anderson Rodgers Letter of intent at beginning of April for support of bilingual interpretation and beach wheelchairs.
- Tabled Fat Bike Event with Surfrider on April 21st.
- Tabled 12 Days of Earth Day event on April 21st.
- Completed Bigger Picture Project with CBAA for 12 Days of Earth Day.
- Tabled 2 SOLVE events in April (beach cleanups).
- Interviewed for SOLVE event by KOIN on the beach.
- Delivered Trash Talk Jewelry to: Unfurl, Phoenix Exchange, Sun Rose, Family Market, Maiden Astoria, Gypsy's Whimsy.
- Completed 10 grants for Public Works!
- Applied for the FWS Retirees Anniversary mini-grant for the Friends of Haystack Rock.
- Accepted \$500 donation from Boro Burger for the beach wheelchair program.
- Reached out to Sea Sheppard regarding partnership with Trash Talk jewelry.
- Met with VOCA regarding kids focused event.
- Followed up with Lum's regarding potential van donation.

Communication:

- Updated HRAP and Trash Talk Facebook:
 - Added banner & story, set up Facebook shop for Trash Talk and created Summer Block Party Event.
- Made new posters and materials for HRAP Events:
 - Puffin Puppet Poster
 - Climate change easel display for Liberty Event
 - Made new mussel sign for beach per request of interpreters
 - Made new Rock Fall sign for beach
 - Made thank you cards for school groups per Lisa's request
 - Made new field-trip in progress signs
 - Updated private guided tour poster
- Update City Website (HRAP page):
 - Added square link to HRAP's homepage, updated the Volunteer Newsletter page to make it more visually appealing, added a footer with HRAP's logo to several of the pages, update private guided tour section.
- Updated HRAP's nature blog to make it easier to use and visually more attractive.

Public Safety Report – March 2018

Staffing:	Authorized	Assigned
Sworn	8	7
Admin/Support	2	2
Parking/Information	6	0
Lifeguards	10	0
Reserve Officers		

	February 2018	February 2017
<u>Station Activity:</u>		
CBPD Walk-in	206	143
CBPD Incoming Phone	340	343
SPD Dispatched Calls	52	56
Overnight Camping Warnings	34	15
Local Security Checks	1944	2336
Traffic Warnings	86	168
Traffic Citations	15	25
DUII Arrests	0	3
Alarm Responses	12	9
Other Agency Assists	31	68
Citizen Assists	14	28
<u>Total Case File Reports</u>	186	171

Cases of Significance:

- Burglary I: 1 Case
- Theft of Services: 1 Case
- Parole & Probation Detention Warrant: 1 Case
- Criminal Mischief III: 1 Case
- K9 Call-out: 2 Cases
- Hit and Run: 1 Case
- Missing Child - Located 1 Case

- Driving with a Suspended License: 3 Citations, 1 Arrest
- Unsafe Passing: 1 Citation
- Driving Uninsured/ Fail to Carry Proof: 1 Citations
- Violation of Basic Rule: 4 Citations (71/55, 75/55, 77/55, 75/55)
- Fail to Install Ignition Interlock Device: 1 Citation

Code Enforcement Activities: During this period, 4 alleged municipal code violations were addressed and resolved or pending resolution.