

City of Cannon Beach Monthly Status Report

To: Mayor and City Council
From: City Manager Bruce St. Denis
Date: April 2, 2019

Community Development

Planning Commission: The Planning Commission will meet on March 28 to consider the following:

- Public Hearing and Consideration of CU19-01, the applicant, Lois Moore, request for a conditional use permit.
- Continuation of Public Hearing and Consideration of ZO19-01, City of Cannon Beach request for Zoning Ordinance text amendment; revision of Municipal Code Chapter 17.77, Short-Term Rentals.
- Joint Work Session with the Parks & Community Services Committee on Events and Outdoor Merchandising.

Design Review Board: The Design Review Board met on March 21 to consider the following:

- Public Hearing and Consideration of DRB 19-01, Jay Orloff application for modifications to the exterior of an existing commercial building. The property is located at 279 N Hemlock; where, the DRB unanimously approved, with conditions, the proposed application.
- Public Hearing and Consideration of DRB 19-03, Vito Cerelli application for modifications to the exterior of an existing commercial building. The property is located at 3115 S Hemlock; where, the DRB unanimously approved, with conditions, the proposed application.
- Consideration of FS 19-02, Free-Standing Signs, located at 148 W. Gower St.; where, the DRB unanimously approved the proposed application.
- The Chair of the DRB, approved minor modifications for the following addresses:
 - 232 N. Spruce, Krupa
 - 439 S. Hemlock, SR Lodging, LLC
 - 1235 S. Hemlock, Midtown Condo, LLC
 - 208 N. Spruce, Beckman Cindy Rev. Liv. Trust

Short-term Rentals: Staff continued to process short-term rental permits in February 2019:

Program	Number of permits
14-day permit	112
Lifetime Unlimited permit	50
5-year Unlimited permit	37
Total permits	199
New short-term rentals this month	2
Pending short-term rentals	6
Five-year lottery draws this month	0
Short-term code enforcement actions this month	0

Building Permits: Staff processed a total of 34 building, mechanical and plumbing permits in February:

Permit Type	# of permits	Permit Fees	Value	Affordable Housing Surcharge, Current Month	Affordable Housing Surcharge, Fiscal Year to date
Building	7	\$6272.05	\$507,615.50	\$5076.15	\$66,211.43
Mechanical	8	\$879.15			
Plumbing	7	\$1440.50			
Monthly Total	22	\$8591.70	\$507,615.50		

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. The IGA was extended for another six months, to July 2019.

Other Planning/Building Matters:

- The CD Director and PW Director met with KMUN personnel, to discuss location of radio antenna on City-owned property, adjacent to the North Water Tower, in Clatsop County;
- The CD Director met with PW staff and the City Manager on site to discuss Ash St. access and Laurel St. Right-of-Way vegetation maintenance;
- The CD Director met with Wellness Committee, for monthly meeting, on future projects;
- The CD Director met with the Allens, to resolve STR violations;
- The CD Director met with Departmental Directors regarding Oregon E-Permitting, and has sent an Intergovernmental Agreement to the City Attorney and City Manager for their consideration;
- The CD Director attended a Beat the Wave Meeting, with the Emergency Manager, in Astoria, on March 6, and met with DOGAMI to discuss tsunami planning.
- The CD Director met with the owners of 188 S. Hemlock regarding alleyway and right-of-way parking concerns;
- The CD Director attended a web-conference of Oregon’s Legislative Committee, for the American Planning Association, on March 12, to discuss upcoming land-use legislation;
- The CD Director met with the Manzanita City Manager, on Mach 12, to discuss the Building Official Intergovernmental Agreement;
- The CD Director attended the Cannon Beach One Stop Meeting, with State Officials, on March 8;
- The CD Director drafted a Development Agreement for 3115 S. Hemlock, for the City Attorney’s consideration and DRB 19-03;
- The CD Director and PW Director met with Brian Davis, of Lancaster, to discuss road improvements at Warren Way and the Downtown Parking Study;
- The CD Director met with Jay Senewald, of State Parks, regarding a recent application and past applications for shoreline stabilization in the Ecola Creek Estuary;
- The CD Director attended the Oregon 2019 Prepared Workshop in Bend, from March 18-21;
- The CD Director issued a Memorandum to Cliff Lewis, regarding an unauthorized demolition at 191 E. Monroe, on March 1st;
- The Building Official met with area Building Officials to discuss new building concerns, on March 13th.

Public Works Department Report

Roads/Storm

- Crews repaired a large sinkhole on Haskell Lane and continue their work evaluating and repairing potholes.
- The storm drain on E Jefferson has been rebuilt. As part of the project crews replaced one catch basin and installed a second new one.
- At Sitka crews installed a new catch basin and rock and completed overhead limbing.
- Crews continue to work on routine maintenance.

Wastewater

- The new dialer and controls have been installed at Midway Pump Station. This new technology will assist will provide staff detailed information immediately should a failure or issue occur. Main Pump Station will receive dialers and controls next.
- Crew continue to work on routine maintenance.

Water

- The installation of a new isolation valve project on Sitka was completed February 27th. Water was off longer than anticipation due to the discovery of two non-working isolation valves. Isolation valves allow the City to stop the flow of water to a smaller area when doing repairs or replacements.
- Nelchena, Matanuska, and Chisana received valve gut replacements.
- Crews continue to work on routine maintenance.

Parks

- The garbage can enclosures for Nelchena and South Ocean are complete.
- Handrail repairs and reinforcement at Chisana, Susitna, Ocean and Nelchna have been completed.
- Crew continue to work on routine maintenance.

Recycle

- The Recycle building received a new roof and siding. During construction Recycle stayed open with limited access.

Haystack Rock Awareness Program Report

General

- Annual “seasonal” totals (beginning 11/1/18):
 - Direct visitor contacts: 8,500
 - Education Programs (field-trip, classroom, etc.): 24
 - Number of volunteers: 26
 - Bird Rescues: 4
 - Beach wheelchair checkouts: 25
 - Partnering events (attended and/or co-hosted): 42
 - Reported Drone disturbances: 17



Education & Volunteers

- Busy booking fieldtrips for the beach – currently have 30 fieldtrips booked – with over 2000 children currently scheduled.

- 5 groups waiting on approval for buses.
- 2 virtual fieldtrips taken and 2 waiting on tours.
- Educated Seaside Heights Kinders and 4th graders about plastic pollution with Pooka cumulating in a window project.
- Educated Warrenton Pre-K about plastic pollution and did a mural project.
- Caiden, a fourth grader from Westminster, MA has sent us his “Flat Stanley” and we are doing a photo documentation of his travels through our City departments. Once the travels are completed, I will be providing a virtual tour for his classroom.
- Received a new Apple iPad Pro for my virtual fieldtrips – THANK YOU!
- Preparing for our annual Puffin Welcome event that brings local Kindergarten children (200 this year) to learn about Puffins in a fun and creative way.
- We have 3 new volunteers this month that have put in over 40 hours!

Outreach

- Alerted USFW that significant rock falls have occurred inside the saddle at Haystack Rock. Danger falling rocks signage is prudent at this point.
- Spoke with Fat Bike Newport regarding the Fat Bike Event in Cannon Beach. They would like us to table May 19th and offer a window project for clean-up participants.
- Met with Kindergartners at Bumble Preschool and Simply Kids to create Trash Talk Windows.
- Presented Marine Debris STEM Box activity with Seaside Heights K-4.
- Returned to Seaside Heights K-4 to create Trash Talk Windows.
- Presented 2 workshops at the Sharing the Coast Conference.
- Attended One Stop meeting and subsequent follow up.
- Presented to create Trash Talk Windows activity with Warrenton Grade School.
- Completed Puffin Club Membership Program Business letter for program roll out.
- Invited to participate in festival in Lincoln City to do marine debris art.
- Participated in the Oregon Marine Debris Action Plan at the Hatfield Science Center with key mitigation plan players such as NOAA, EPA, DEQ, USFWS, PSU, OSU, Washed Ashore, Surfrider, SOLVE... etc.
- Met with Washed Ashore... they would like to carry Trash Talk Jewelry.
- Surfrider is assisting in a first year Surfer/Poetry Festival in Newport and would like Trash Talk to participate.
- Hatfield Science Center toured Pooka and Michael(volunteer) around the facility and showed them where the exhibit Hatfield wants them to create will be installed. The exhibit will feature marine debris in our ecosystem/ food supply.
- Contacted by Seaside Girl Scouts to lead tour, marine debris survey, and trash talk window.
- Working with Seaside High Life Skills class to facilitate tour and Trash Talk Windows project.
- Coordinated with SOLVE to table and assist (on very limited personal time) prior to setting up for the HRAP/CBAA Trash Talks Art class.
- Invited to be featured artist at Seaside School District’s Art Day April 12th.
- Updated Pinterest with Trash Talk images and links to program site.
- Provided updated brochures and schedules to History Center, Library, Visitor Center.

Communication

- Beach Program Materials:
 - New rockfall sign, nametag, brochures update.
- Private Tours:
 - Worked on poster & website update.

- Updated Website:
 - Staff page & public Google calendar/beach schedule.
- Events:
 - Set up Kids Camp on Eventbrite & promoted on social media
- Continued maintenance across social media sites.
- Coordinated information sharing with Citizen Science programs.
- Coordinating Chamber filming at Haystack Rock to take place in April.
- Published educational camp opportunities.

Beach Wheelchairs and Bilingual Interpretations – Inclusivity

- Total Booked: 25
- Cancelled: 7 (all during Nov. '18 – Feb '19 ; all cited for weather)
- Donations: \$295 from only 2 people (one being the SeaBreeze), one from reservation
- Special to note:
 - In April 2019, Cannon Beach guest Maureen Millie was going to have her birthday dinner at the SeaBreeze hotel with her friends. She asked her friends in lieu of buying her gifts, to please donate to HRAP Beach Wheelchairs. We got +\$100 in donations in her name and one gift brought from Pooka's Trash Talk program. It's important to note that Maureen has never even used the beach wheelchairs and has no need to even use them at all. Her generosity alone brought in donations.
 - As of 3/12/2019, wheelchair reservations are already being reserved through August 2019.
 - Kari Henningsgaard has helped Andrea with flyers specifically asked for by the SeaBreeze hotel. Together, Andrea and Kari (along with pictures submitted by beach wheelchair guests) update Facebook posts about the beach wheelchair program, which has caused a significant uptick in calls and reservations.
 - The weekend of June 8, 2019 is already completely booked for the June 2019 Sandcastle Contest and parade because of the 2019 schedule that Kari produced and posted online.
 - The beach wheelchairs are starting to be used by people who want to have tidepools tours, either with Jesse Jones or with Andrea.
 - From relationships made last year, Andrea has gotten 3 reservations from guests who used and loved the beach wheelchairs last year. Each have made more than one reservation for during their week of vacation. More are expected.
 - Andrea is currently researching beach walkers, which is something she has started to get more phone requests about. Additionally, with additional time, she could help HRAP with private tidepool tours aimed at being inclusive. Whether for Spanish speakers, or for families with someone in the beach wheelchair, this would add the personal touch that almost always results in grateful visitors and generous donations.

Public Safety Report – February 2019

Staffing:	Authorized	Assigned
Sworn	8	7
Code Enforcement	1	1
Reserve Officers		1
Admin/Support	2	2
Parking/Information	6	0
Lifeguards	10	0

	February 2019	February 2018
<u>Station Activity:</u>		
CBPD Walk-in	181	213
CBPD Incoming Phone	251	291
SPD Dispatched Calls	32	40
Overnight Camping Warnings	10	46
Local Security Checks	2064	2033
Traffic Warnings	139	164
Traffic Citations	24	27
DUII Arrests	1	0
Alarm Responses	7	4
AOA, Including FD	31	29
Citizen Assists	12	18
<u>Total Case File Reports</u>	123	140

Cases of Significance:

Domestic Assault IV:	1 Case
Theft II:	2 Cases
Fail to Perform Duties of a Driver:	1 Case
Telephonic Harassment:	1 Case
Fugitive Arrest/Warrant Service:	1 Case

Traffic Citations:

Driving with a Suspended License:	6 Citations
Violation of Basic Rule:	7 Citations (80/55, 60/30, 40/25, 72/55, 70/55, 88/55, 73/55)
No Operator’s License:	4 Citations
Driving Uninsured:	1 Citation
Careless Driving:	1 Citation
Improper Display/Expired:	1 Citation
Defective Lighting:	1 Citation
Fail to Perform Duties of a Driver:	1 Citation

Code Enforcement Activities: During this period, 13 alleged municipal code violations were addressed and resolved or pending resolution.