



AGENDA

ASTORIA PLANNING COMMISSION

**February 28, 2017
6:30 p.m.
2nd Floor Council Chambers
1095 Duane Street • Astoria OR 97103**

1. CALL TO ORDER
2. INTRODUCTION OF NEW MEMBER: JENNIFER CAMERON-LATTEK
3. ELECTION OF OFFICERS
 - a. In accordance with Sections 1.110 and 1.115 of the Astoria Development Code, the APC needs to elect officers for 2017. The 2016 officers were: President Dave Pearson, Vice President Kent Easom, and Secretary Sherri Williams.
4. ROLL CALL
5. MINUTES
 - a. December 6, 2016
6. PUBLIC HEARINGS
 - a. Conditional Use CU17-01 by Steel & Timber Construction to locate light manufacturing (with shop space and storage) in appx 1,000 square feet of an existing building at 1820 SE Front in the S-2, General Development Shorelands zone.
 - b. Conditional Use CU17-02 by Lacy Brown to use 2 bedrooms in an existing single family dwelling for homestay lodging at 409 2nd Street in the R-1, Low Density Residential zone.
7. REPORT OF OFFICERS

<p>THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING COMMUNITY DEVELOPMENT DEPARTMENT, 503-338-5183.</p>

8. STAFF UPDATES

- a. Advance Astoria
- b. CLG Restoration Grant Roll-Out

9. MISC.

- a. New APC Member List - The updated Member List is attached. It is suggested this be included in Commissioner training notebooks. This is included for Commissioner information only. No action required.

10. PUBLIC COMMENTS (Non-Agenda Items)

11. ADJOURNMENT

ASTORIA PLANNING COMMISSION MEETING

Astoria City Hall
December 6, 2016

CALL TO ORDER:

President Pearson called the meeting to order at 6:30 pm.

ROLL CALL:

Commissioners Present: President David Pearson, Vice President Kent Easom, Sean Fitzpatrick, Daryl Moore, and Jan Mitchell

Commissioners Excused: Frank Spence and McLaren Innes

Staff Present: Planner Nancy Ferber. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

APPROVAL OF MINUTES:

President Pearson asked for approval of the minutes of the October 25, 2016 meeting. Commissioner Fitzpatrick noted that Zita Nyitrai's name had been misspelled on Page 7.

Commissioner Moore moved that the Astoria Planning Commission approve the minutes as corrected; seconded by Commissioner Mitchell. Motion passed 4 to 0 to 1 with Vice President Easom abstaining.

PUBLIC HEARINGS:

President Pearson explained the procedures governing the conduct of public hearings to the audience and advised that handouts of the substantive review criteria were available from Staff.

ITEM 4(a):

CU16-11 Conditional Use CU16-11 by Wendy Hemsley to locate a bed and breakfast in an existing single family dwelling at 1681 Franklin in the R-3, High Density Residential zone.

President Pearson asked if anyone objected to the jurisdiction of the Planning Commission to hear this matter at this time. There were no objections. He asked if any member of the Planning Commission had any conflicts of interest or ex parte contacts to declare. Hearing none, he asked Staff to present the Staff report.

Planner Ferber reviewed the written Staff report. No correspondence had been received and Staff recommended approval of the request with the conditions listed in the Staff report.

President Pearson opened the public hearing and called for a presentation by the Applicant.

Wendy Hemsley, 1681 Franklin, Astoria, said she did not prepare a presentation, but the application did include a narrative and she would be happy to answer questions.

President Pearson called for any testimony in favor of, impartial to, or opposed to the application. Hearing none, he closed the public hearing and called for Commission discussion and deliberation.

Vice President Easom said he believed this project would supply needed housing.

Commissioner Mitchell stated she preferred that this bed and breakfast be used for student housing, but did not know how that could be enforced. The biggest problem is the parking, but the house could handle adequate parking. The number of bedrooms and bathrooms create a nice set up for the desired function of the house. She believed it was a great idea as long as the owner was on site to manage the property.

Commissioner Moore said the building was in a good location for a bed and breakfast or student housing.

Commissioner Fitzpatrick stated he believed the application met the criteria for approval. His only concerns would be parking and an on site manager, but the house would have both. The house has been vacant and underutilized for several years.

President Pearson agreed the application met the criteria for a Conditional Use Permit. He supported the conditions of approval, particularly the condition that parking would be worked out with the City.

Vice President Easom moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report and approve Conditional Use CU16-11 by Wendy Hemsley; seconded by Commissioner Fitzpatrick. Motion passed unanimously.

President Pearson read the rules of appeal into the record.

ITEM 4(b):

V16-09 Variance V16-09 by Rebecca Johnson for Vintage Hardware from the 64 square foot maximum signage allowed to do a total of 132 square feet; and from the maximum of one wall sign allowed per frontage to two wall signs at 1162-1180 Marine in the S-2A, Tourist Oriented Shorelands zone.

President Pearson asked if anyone objected to the jurisdiction of the Planning Commission to hear this matter at this time. There were no objections. He asked if any member of the Planning Commission had any conflicts of interest or ex parte contacts to declare.

Vice President Easom and Commissioner Fitzpatrick declared that they have done business with Vintage Hardware and would again in the future. Vice President Easom stated he believed he could vote impartially. He and Commissioner Fitzpatrick confirmed they had not discussed this project.

President Pearson asked Staff to present the Staff report.

Planner Ferber reviewed the written Staff report. No correspondence had been received and Staff recommended approval of the request with the conditions listed in the Staff report.

Vice President Easom asked how much total frontage the store had. Planner Ferber did not know the total frontage, but said the site allowed for a total of 64 square feet of signage at the front and back of the building.

President Pearson opened the public hearing and called for a presentation by the Applicant.

Becky Johnson, 1162-1180 Marine, Astoria, said she did not prepare a formal presentation, but she hoped the Commission was willing to have a dialogue about recommendations or changes instead of simply voting yes or no. She is willing to do what is best for the community and work out any issues. An artist designed the signs. She was under the impression the building was located within a historic district and did not realize it was in a different zone. Unfortunately, two of the signs have already been made. Vintage Hardware is valued in the community and she hoped to make all of their locations look better, enticing, and contribute to the community. She has spent a lot of time and money refurbishing the building and has received great feedback. In her opinion, this was a matter of visual balance with the two man doors. She wanted to keep the dialogue open if the Commission had any questions about a blade sign or signage on the back along the Riverwalk. She will do what the Commission tells her to do. She thanked the Commission for their consideration and confirmed for Commissioner Easom that the building had 100 linear feet in the front.

President Pearson called for any testimony in favor of, impartial to, or opposed to the application. Hearing none, he closed the public hearing and called for Commission discussion and deliberation.

Commissioner Fitzpatrick said he supported Staff's recommendation. In the photograph, it appears as if the building has three or four spaces. Some of the other buildings on Commercial are 50 feet wide and have three storefronts that are each allowed 64 square feet of signage. This proposal is well within what someone would expect to see in the area.

Commissioner Moore stated he believed the sign ordinances were designed to prevent overbearing, untasteful, and too many signs. These signs do not fall into those categories; they look great. The Applicant has done a

great job with the building and the signs will increase the renovation. The amount of signage is appropriate for the frontage.

Vice President Easom agreed that the square footage of the signage would be appropriate for the linear footage of the building and believed the Applicant had done a nice job on the signs.

Commissioner Mitchell added the building had been put together well. The font on the signs makes a major statement. The entire project is classy, tastefully done, and will be a great improvement to the block.

President Pearson said he agreed with Staff's recommendation. The historic photo in the Staff report was very helpful. The font style and layout is a good fit for that section of town.

Vice President Easom moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report and approve Variance V16-09 by Rebecca Johnson, seconded by Commissioner Moore. Motion passed unanimously.

President Pearson read the rules of appeal into the record.

REPORTS OF OFFICERS/COMMISSIONERS:

Planner Ferber provided updates on the following:

Item 5(a): AWURA Expansion – City Council recently approved the expansion and would be reviewing the Storefront Improvement Program soon.

Item 5(b): Advance Astoria: Community Forum – January 19th at The Red Building – More details to come.

Item 5(c): Appeal of Abbey Lane Dispensary – The appeal hearing before City Council has been scheduled for December 19, 2016.

Item 5(d): A16-02 ADU Ordinance – This hearing will be rescheduled to January or February.

Planner Ferber noted Director Cronin was preparing for City Council's goal setting session, so he wanted to know what the Planning Commission had planned for 2017. She confirmed she would email Director Cronin's request for feedback to the Commissioners.

Vice President Easom asked why the ADU hearing was delayed. Planner Ferber answered City Council wanted more time to discuss the ordinance.

Commissioner Mitchell asked the Commission and Staff to sign a card for Commissioner Innes, as this was to be her last meeting. Planner Ferber noted a Board and Commission appreciation event would be held in December. President Pearson said the entire Planning Commission appreciated Commissioner Innes's dedication over many years.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:52 pm.

APPROVED:

Planner

February 21, 2017

TO: ASTORIA PLANNING COMMISSION

FROM: NANCY FERBER, PLANNER



SUBJECT: CONDITIONAL USE REQUEST (CU17-01) PROPOSED LIGHT
MANUFACTURING AND STORAGE AT EXISTING COMMERCIAL SITE

I. BACKGROUND SUMMARY

- A. Applicant: Tamara Altman and Shaun Catlin
Steel and Timber Construction
PO Box 718
Astoria, OR 97103
- B. Owner: Robert Stang
Rising Tide Enterprises LLC
500 38th Street
Astoria OR 97103
- C. Location: 1820 SE Front Street; Map T8N-R9W Section 17DD, Tax Lot
4700; Lots 10 to 32, Block 33, Eagle Ridge
- D. Proposal: To locate a shop/storage space with light manufacturing in an
existing commercial building.
- E. Zone(s): S2 (General Development Shorelands Zone)
- F. Lot Size: 1,000 square feet of a 76,139 square foot lot
- F. Previous
Applications:

CUP 16-05 was approved
to locate a retail sales
establishment (selling
marinades and rubs, and
smoke nuts), light
manufacturing (smoking
pistachios) and an
eating/drinking
establishment (take-out) in
an existing commercial
building.



CUP 00-04 was approved to locate retail sales-Tide Point Grocery
and eating/drinking establishment, CU14-11 approved to locate
retail sales –feed store, dock repair work was completed in 2008,

code enforcement in 2007 for erosion control efforts and fill-removal processes, waterway lease for non-commercial marina

II. BACKGROUND

A. Project Site

The project site is located on the south side of Highway 202 (SE Front Street) approximately 0.27 miles west of Williamsport Road. The site includes a commercial building that was constructed in 1989. It is a flat area surrounded on three sides by Young's River. The proposed light manufacturing would be located within the existing storage area situated in the SW portion of the site.

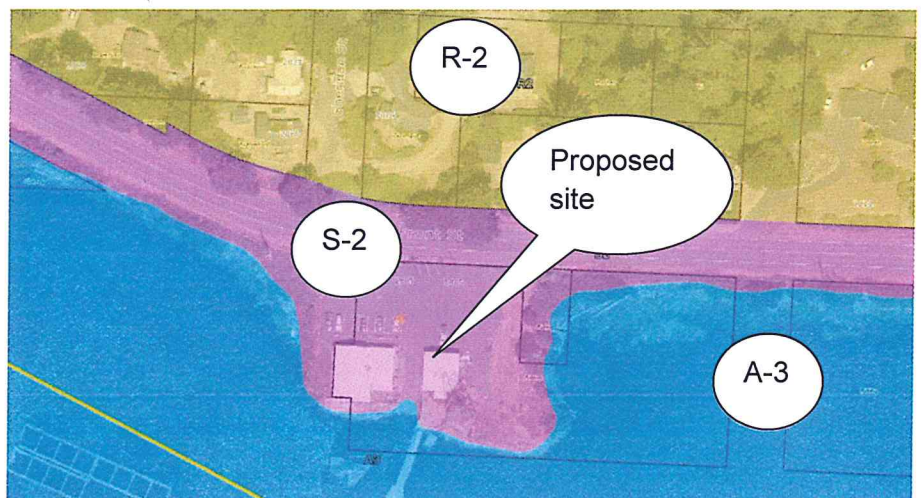
The applicant is proposing to use primarily as storage for equipment and materials with some light manufacturing including metal fabrication and wood working. Manufacturing would occur in the asphalt parking area on top of a concrete slab.

At the time of the application, the light manufacturing approved in the restaurant portion of the site is not currently in operation. There are no other current uses at the site.

B. Adjacent Neighborhood

The project site is located in the southern portion of the South Slope area. Adjacent areas to the project site to the north consist mostly of single-family residential housing; to the south of the project site the property is surrounded by Young's Bay. The proposed site has an existing building

on site that housed a restaurant which is closed. There is also boat ramp access and a storage area that was once proposed for use as a feed store.



C. Proposed Use

The applicant is proposing to use an existing storage area as a shop space to store tools and materials for their construction company. Some light manufacturing is proposed at the site, which requires review as a conditional use. The light manufacturing will include painting, minor welding, wood work, metal fabrication and assembling prefabricated projects.



The adjacent restaurant is currently closed and the building is not occupied. The structure was previously used as a storage building for marine equipment. Internal improvement to comply with building and fire safety codes are proposed in conjunction with this Conditional Use Permit. The applicant shall obtain a building permit and/or change of occupancy permit to be reviewed and approved by the Building Inspector and Fire Chief.

A "Class A" Home Occupation has been issued for the applicant to conduct office work related to the business out of their home.

III. PUBLIC REVIEW AND COMMENT

A public notice was mailed to all property owners within 100 feet pursuant to Section 9.020 on February 2, 2017. A notice of public hearing was published in the *Daily Astorian* on February 21, 2017, 2017. Any comments received will be made available at the Planning Commission meeting.

IV. APPLICABLE REVIEW CRITERIA AND FINDING OF FACT

- A. Section 2.675 concerning the Purpose for S-2 Zone (General Development Shorelands Zone) states that *"The purpose of the S-2 Zone is to provide an area where a mixture of industrial, commercial, residential, public and recreational uses can locate. Uses which are water-dependent or water-related and other uses which would benefit from a water-front location are preferred. The S-2 Zone includes areas less suitable for marine-oriented uses than the S-1 Zone, such as shoreland areas with limited backup land."*

Finding: The purpose of the proposed light manufacturing is to allow for some production related to the applicant's construction company include painting, minor welding, wood work, metal fabrication and assembling prefabricated projects. The proposed space utilizes an existing storage facility. The project is not marine-oriented, but otherwise is consistent with the intent of the S-2 Zone purpose as a conditional use for industrial purposes.

- B. Section 2.685.22 concerning Conditional Uses in the S-2 Zone (General Development) lists *"Retail"* as an authorized use under a conditional use in accordance with Article 11, Conditional Uses, when they meet the provisions of 2.690, Development Standards and Procedural Requirements. *"Light manufacturing"* is listed as a conditional use.

Section 2.690.1 concerning Development Standards and Procedural Requirements states that *"All uses shall satisfy applicable Columbia River Estuary Shoreland and Aquatic Use and Activity Standards in Article 4. Where a proposal involves several uses, the standards applicable to each use shall be satisfied."*

Finding: See Section IV. M & N of this staff report for Article 4 review and findings.

- C. Section 2.690.2 concerning Development Standards and Procedural Requirements states that *"Outdoor storage areas will be enclosed by appropriate vegetation, fencing or walls."*

Finding: No outdoor storage areas are proposed with this application. Should outdoor storage areas be considered in the future, they shall be appropriately enclosed by vegetation, fencing or walls.

- D. Section 2.690.3 concerning Development Standards and Procedural Requirements states that *"All uses will comply with access, parking, and loading standards in Article 7."*

Finding: See Section IV.O, P and Q of this staff report for Article 7 review and findings.

- E. Section 2.690.4 concerning Development Standards and Procedural Requirements states that *"When a proposal includes several uses, the uses shall be reviewed in aggregate under the more stringent procedure."*

Finding: The project proposes several uses, all of which fall under light manufacturing. Parking requirements for the light manufacturing are reviewed below.

- F. Section 2.690.5 concerning Development Standards and Procedural Requirements states that *"Signs will comply with requirements in Article 8."*

Section 4.160.1 concerning sign placement states *"Signs shall not impair views of water areas. Signs shall be constructed against existing buildings whenever feasible. Off-premise outdoor advertising shall not be allowed in aquatic areas."*

Finding: The applicant is not proposing any signage with this application. Prior to installing any signage at the site in the future, the applicant shall submit a sign permit per the standards of Article 8 of the Development Code.

- G. Section 2.690.8 concerning Development Standards and Procedural Requirements states that *"Uses which are non-water-dependent, non-water-*



related or which otherwise derive no benefit from a waterfront location and which have frontage on the water shall provide a landscaped buffer along the waterfront."

Finding: The existing site does not require additional landscaping along the waterfront as the site includes docks and a boat ramp. There is some landscaping between the building and the highway. Should the proposed project require additional landscaping from that existing on site, the applicant will work with the City Planner regarding what additional landscaping would be necessary. The project is consistent with this standard.

- H. Section 2.690.9 concerning Development Standards and Procedural Requirements states that *"Whenever possible all structures shall be designed and orientated to maintain views of the river from public rights-of-way."*

Finding: The proposed light manufacturing will be utilizing an existing vacant building on site. No new structures are proposed under this conditional use request that would affect existing views. The proposed use is consistent with this standard.

- I. Section 2.690.10 concerning Development Standards and Procedural Requirements states that *"Uses in this zone which are water-dependent or water-related must meet the criteria for water-depending uses (Section 4.220(A)), or for water-related uses (Section 4.220(B))."*

Finding: The proposed light manufacturing is neither water-related nor water-dependent, therefore not subject to this standard.

- J. Section 2.690.11 concerning Development Standards and Procedural Requirements states that *"Accessory structures in the General Development Shorelands Zone are limited in size to a maximum of 10% of the lot or parcel size."*

Finding: The proposed light manufacturing operation is not requesting to construct any accessory structures under this conditional use request. Should accessory structures be proposed in the future they shall meet all applicable permit review standards, setback requirements, and size limits.

- K. Section 2.750 concerning the Purpose and Areas Included in the CRESO (Columbia River Estuary Shoreland Overlay District) states that *"This overlay district establishes additional requirements for shoreland areas adjacent to the Columbia River Estuary to assure that estuary shorelands are managed in a way that is compatible with adjacent estuarine aquatic areas. This district includes the following shoreland areas:*

1. *Areas within 50 feet of the estuary shoreline;*
2. *Adjacent area of geologic instability where the instability is related to or will impact the estuary;*
3. *Riparian vegetation;*
4. *Area of significant shoreland and wetland biological habitats where habitat quality is derived from or associated with the estuary;*
5. *Areas in the S-1, S-2, S-2A, S-3, or S-4 Zones.*
6. *Area of exceptional aesthetic or scenic quality, where the quality is primarily derived from or associated with the estuary;"*

Section 2.760 concerning Development Standards and Procedural Requirements states that:

1. *All uses will satisfy applicable Columbia River Estuary Shoreland and Aquatic Area Use and Activity Standards in Article 4. Where a proposal involves several uses, the Standards applicable to each use shall be satisfied.*
2. *Proposal involving a development that is only partially within this Overlay District shall be reviewed so that only the uses and activities actually within the Shorelands Boundary are subject to the requirements of this Overlay District.*
3. *The shorelands Boundary describes the landward limit of this Overlay District. The shorelands Boundary is described in the Subarea Plans, Section CP.155 through CP.180 of the Comprehensive Plan.*

Finding: The proposed light manufacturing is located within the S-2 Zone and is subject to the standards contained within this overlay district and is subject to the development standards and procedural requirements for the CRESO overlay district.

- L. Section 2.755 concerning Permitted and Conditional Uses states that:

- “1. Use and activity listed in the underlying zone, subject to the procedure specified in the underlying zone.
2. Accessory use and activity associated with development in adjacent Columbia River Estuary aquatic areas, subject to the procedure specified in the Aquatic Zone.”

Finding: The proposed light manufacturing meets the standards and procedures specified in the underlying S-2 Zone as a conditional use. The proposed project is not located within an aquatic zone.

- M. Section 4.010. concerning Columbia River Estuary and Shoreland Regional Standards states that *“Article 4 establishes use and activity standards for developments in Columbia River Estuary aquatic areas and shorelands. Some apply only to the estuary’s waters and tidal water wetlands: These are indicated by qualifying phrase “aquatic areas” or “aquatic designations”. Standards applicable only to estuary shorelands, including associated non-tidal wetland areas, are so indicated by the phrase “shoreland areas” or shoreland designations”.*

Finding: The proposed project is subject to the development standards and procedural requirements for the CRESO overlay district pursuant to shoreland areas. Section 4.160 Residential, Commercial and Industrial Development is the only section applicable to this project. This section is reviewed below.

- N. Section 4.160.1 *“Sign placement shall not impair views of water areas. Signs shall be constructed against existing buildings whenever feasible. Off-premise outdoor advertising shall not be allowed in aquatic areas.”*

Finding: No signage has been proposed with this application. Should the applicant change the signage at the site, signs shall comply with Article 4 and Article 8 requirements.

- O. Section 4.160.3 concerning Residential, Commercial and Industrial Development, states that *“Joint use of parking, moorage and other commercial support facility is encouraged where feasible and where consistent with local code requirements.”*

Finding: The proposed project does not propose joint-use of parking areas. The location does have a vacant restaurant on site and the potential to share parking is feasible as the lot affords plenty of off-street parking spaces to support both uses. The project is consistent with this standard.

- P. Section 7.100. concerning Minimum Parking Space Requirements requires



parking: *Light Manufacturing requires 1 space per 2 employees on the largest shift.*

Finding: Four employees are currently proposed in addition to the two owners of the business, for a total of 6 employees accessing the site. Three parking spaces are required. The proposed use meets this requirement.



- Q. Section 7.160.C concerning Minimum Loading Spaces Requirements states
“Commercial, Non-office, Public and Semi-Public – Under 5,000 sq. ft. requires zero (0) number of spaces for loading.”

Finding: The proposed use is 1,000 square feet which does not require a loading area; however, the site has ample space for loading and unloading of construction materials. The applicant does not anticipate an increase in loading needs. The proposed use meets this requirement.

- R. Section 11.020.B.1 of the Development Code states that Conditional Uses requires that *“The proposed use comply with applicable policies of the Comprehensive Plan.”*

1. Section CP.060 to CP.065 refer to the South Slope Area.

Finding: The South Slope Area policies were reviewed for the requested conditional use. There are no applicable policies of the South Slope Area.

2. Section CP.140.E concerning Columbia River Estuary Aquatic and Shoreland Designations, Development Shoreland, states that
“Development Shoreland areas are designated to provide for water-related and water-dependent development along the estuary’s shoreline. Development Shorelands areas include urban or developed shorelands with little or no natural resource value, and shorelands with existing water-dependent or water-related uses. These areas are in the General Development Shorelands Zone (S-2), or the Tourist-Oriented Shorelands Zone (S-2A). Some of these areas are in residential or commercial zones with a Shorelands Overlay Zone.”

Finding: The proposed project is located within an (S-2) General Development Shorelands Zone. The existing marina area will not be altered.

3. Section CP.150.E.16. concerning Permitted Uses in the Columbia River Estuary Aquatic and Shoreland Designations for S-2 Zones (General Development Shorelands) list *“Non-dependent, non-related uses.”* as a permitted use.

Finding: The proposed project is consistent with the above standard as an allowed conditional use. The proposed use of the existing structure as a storage area and site for light manufacturing is permitted under CP.150.E.16. The proposed project is located within the South Astoria Subarea Plan as identified in CP.160.A

4. Section CP.160.G.2 concerning South Astoria Subarea Plan Subarea Policies states that *"Potential conflicts between new development and existing uses on the South Astoria Waterfront will be evaluated on a case-by-case basis during permit review."*

Finding: The proposed project is consistent with the subarea plan for South Astoria. No new conflicts will result as a result of this project being approved. No other subarea policies listed under Section CP.160.G.2 are applicable to the proposed project.

- S. Section 11.030.A concerning Basic Conditional Use Standards requires that *"Before a conditional use is approved, findings will be made that the use will comply with the following standards:"*

1. *"The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the use."*

Finding: The proposed project is located within the S-2 Zone (General Development Shorelands). The proposed project is listed as an allowable conditional use and is compatible with the intent of the S-2 Zone. While other sites would allow these uses outright, the more rural nature of the site outside of the urban area of the City and the location on the highway with ample on-site maneuvering space make this an ideal location for this use.

2. *"An adequate site layout will be used for transportation activities. Consideration should be given to the suitability of any access points, on-site drives, parking, loading and unloading areas, refuse collection and disposal points, sidewalks, bike paths, or other transportation facilities. Suitability, in part, should be determined by the potential impact of these facilities on safety, traffic flow and control, and emergency vehicle movements."*

Finding: The use will not require a site layout for transportation activities. The proposed project is requesting a Conditional Use Permit for the authorization to use an existing building for light manufacturing. The project has been reviewed for compliance with applicable regulations

stated above and it has been determined the project meets the above review criteria. A site plan showing the shop layout is attached for reference.

The highway is fairly straight along the front of this property with a gentle curve to the west allowing for good visibility for vehicles entering or leaving the site. The size of the parking area and paved/graveled storage areas provide ample maneuvering space for trucks and other vehicles coming to the site. There are no sidewalks in this area but customers are expected to access the storage or shop area. However, per Development Code 7.105 Bicycle Parking, a change of use at the site requires the applicant to provide bicycle parking spaces. *The applicant shall install 1 bike space per primary use or 1 per 10 vehicle spaces, whichever is greater.*

The site has an on-site solid waste disposal area. The applicant shall contact Recology, the waste disposal company in the City, to assure that the existing or any proposed disposal area is ample for the proposed use. Any new area shall be screen from view and shall be reviewed by the Planner prior to installation.

3. *"The use will not overburden water and sewer facilities, storm drainage, fire and police protection, or other utilities."*

Finding: The proposed project will not overburden or increase demands on City facilities and Fire and Police protection. The light manufacturing will not significantly increase water usage. The project meets the above review criteria.

4. *"The topography, soils and other physical characteristics of the site are adequate for the use. Where determined by the City Engineer, an engineering or geologic study by a qualified individual may be required prior to construction."*



Finding: The proposed project will be operated out of an existing building and does not require an engineering or geologic study for the requested use. No new buildings are proposed to be constructed under this request. The location is adequate for the use and the project meets the above review criteria.

5. *"The use contains an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses."*

Finding: The proposed project contains the appropriate amount of landscaping, buffers and berms from adjacent uses. No additional measures are necessary to buffer the project location from adjacent uses. However, regular upkeep of the landscaped areas is required and weeds and noxious growth shall be removed prior to operation. The proposed project meets the above review criteria.

V. CONCLUSIONS AND RECOMMENDATIONS

The conditional use request meets all applicable review criteria, policies and standards reviewed above that are found in the Development Code and Comprehensive Plan. Staff recommends approval of the request based on the Findings of Fact above with the following conditions:

1. Light manufacturing would trigger a change of occupancy within the building and prior to use of the building, the applicant shall obtain a building permit and/or change of occupancy permit to be reviewed and approved by the Building Inspector.
2. The applicant shall work with Recology/WOW on the location and size of the refuse collection area for the proposed use in the building.
3. If a new solid waste disposal area is installed, the area shall be screened from view and be appropriately enclosed by vegetation, fencing or walls. The design shall be submitted to the Planner for review and approval prior to installation.
4. No signage has been proposed with this application. Should the applicant change the signage at the site, signs shall comply with article 4 and article 8 requirements.
5. If the parking area is changed, the applicant shall meet all applicable design standards for parking as addressed in Article 7 of the Development Code. The parking site plan shall be reviewed and approved by the Planner prior to striping.
6. Per Development Code 7.105 Bicycle Parking, a change of use at the site requires the applicant to provide bicycle parking spaces. The applicant shall install 1 bike space and submit plans for review to the Planner prior to installation.
7. Regular upkeep of the landscaped areas is required and weeds shall be removed prior to operation.
8. Significant changes or modifications to the proposed plans as described in this Staff Report shall be reviewed by the Astoria Planning Commission.
The applicant should be aware of the following requirements:

The applicant shall obtain all necessary City and building permits prior to the start of operation.



CITY OF ASTORIA

Founded 1811 • Incorporated 1858

COMMUNITY DEVELOPMENT

☒ Fee Paid Date 1-18-17 By Check 1028 NF

No. CU 17-01

Fee: \$250.00

CONDITIONAL USE APPLICATION

Property Address: 1820 SE Front St Astoria, OR 97103

Lot 4700

Block 33

Subdivision Eagle Ridge

Map 17 DD

Tax Lot 10-32

Zone S-2 General Shoreland

Applicant Name: Steel & Timber Construction - Shawn Catlin

Mailing Address: PO Box 718 Astoria, OR 97103 & Tamara Altman

Phone: 971-222-6631 Business Phone: 503-468-2117 Email: Tamaraalt@gmail.com

Property Owner's Name: Rising Tide Enterprises, LLC

Mailing Address: 500 38th Street, Astoria, Or 97103

Business Name (if applicable):

Signature of Applicant: [Signature]

Date: 12/14/16

Signature of Property Owner: [Signature]

Date: 12/27/16

Existing Use: Shop space / Storage

Proposed Use: Shop space and storage for light manufacturing

Square Footage of Building/Site: 800 SF

Proposed Off-Street Parking Spaces: there is paved and gravel parking area's to the North and east side of the building

To locate
light manufacturing
With storage /
Shop space
In appx 1,000 sq
ft of existing
building in
S-2 zone.

SITE PLAN: A Site Plan depicting property lines and the location of all existing and proposed structures, parking, landscaping, and/or signs is required. The Plan must include distances to all property lines and dimensions of all structures, parking areas, and/or signs. Scaled free-hand drawings are acceptable.

For office use only:

Application Complete:	<u>1-18-17</u>	Permit Info Into D-Base:	<u>1-19-17</u>
Labels Prepared:	<u>1-20-17</u>	Tentative APC Meeting Date:	<u>2/28 6:30</u>
120 Days:	<u>5-18-17</u>		

City Hall • 1095 Duane Street • Astoria OR 97103 • Phone 503-338-5183 • Fax 503-338-6538
planning@astoria.or.us • www.astoria.or.us

FILING INFORMATION: Planning Commission meets on the fourth Tuesday of each month. Completed applications must be received by the 20th of the month to be on the next month's agenda. A Pre-Application meeting with the Planner is required prior to acceptance of the application as complete. Only complete applications will be scheduled on the agenda. Your attendance at the Planning Commission meeting is recommended.

Briefly address each of the following criteria: Use additional sheets if necessary.

- 11.030(A)(1) The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the use.

The location is appropriate as there are a number of other similar businesses within close proximity to ours. The building is primarily used for equipment and material storage although some light manufacturing may occur from time to time.

- 11.030(A)(2) An adequate site layout will be used for transportation activities. Consideration should be given to the suitability of any access points, on-site drives, parking, loading and unloading areas, refuse collection and disposal points, sidewalks, bike paths, or other transportation facilities. Suitability, in part, should be determined by the potential impact of these facilities on safety, traffic flow and control, and emergency vehicle movements.

The site sits on a narrow section of SE Front St. which has no sidewalk and a very narrow shoulder. Pedestrians and bicyclists are very infrequent and I would say the primary flow of traffic is work related. On average 1 truck makes 2 trips to the site per work day.

- 11.030(A)(3) The use will not overburden water and sewer facilities, storm drainage, fire and police protection, or other utilities.

As I stated above the site is mostly used as storage. When it is being used as a work space on average 1 person will use the bathroom on site for the day. There will be no other significant impact on any utilities and nothing is of any real value or danger to incur any additional presence from the Police or Fire Dept.

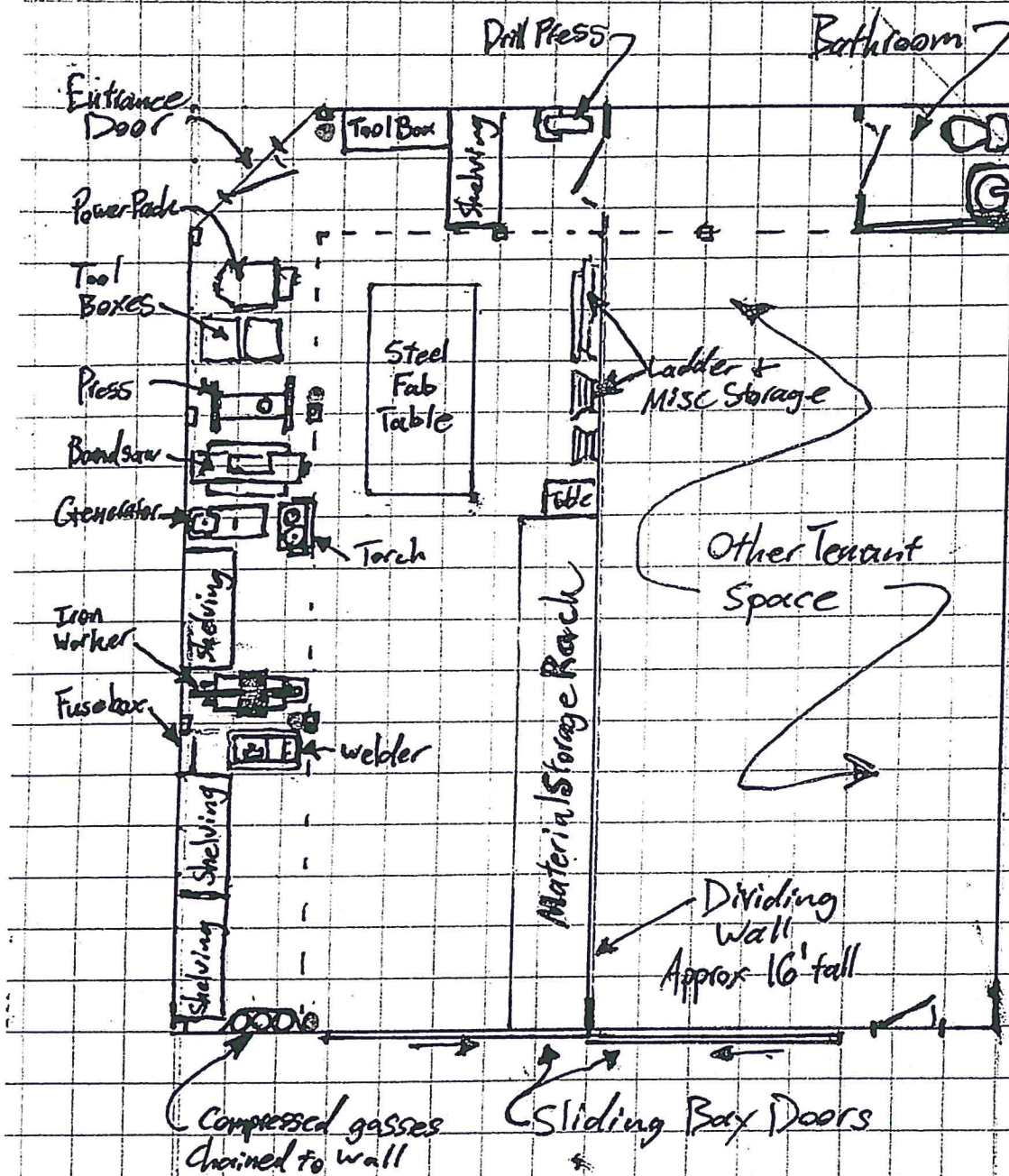
- 11.030(A)(4) The topography, soils, and other physical characteristics of the site are appropriate for the use. Where determined by the City Engineer, an engineering or geologic study by a qualified individual may be required prior to construction.

All operations take place on top of a concrete slab or asphalt parking area. Nothing more than the weight of a full vehicle will be present at any one point.

- 11.030(A)(5) The use contains an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses.

The site building is set back from the road at least 100' and is surrounded by water on the three other sides. The closest adjacent use is residential although most of the homes are much higher in elevation and have a fair amount of foliage as a buffer around them as well.

- 11.030(B) Housing developments will comply only with standards 2, 3, and 4 above.



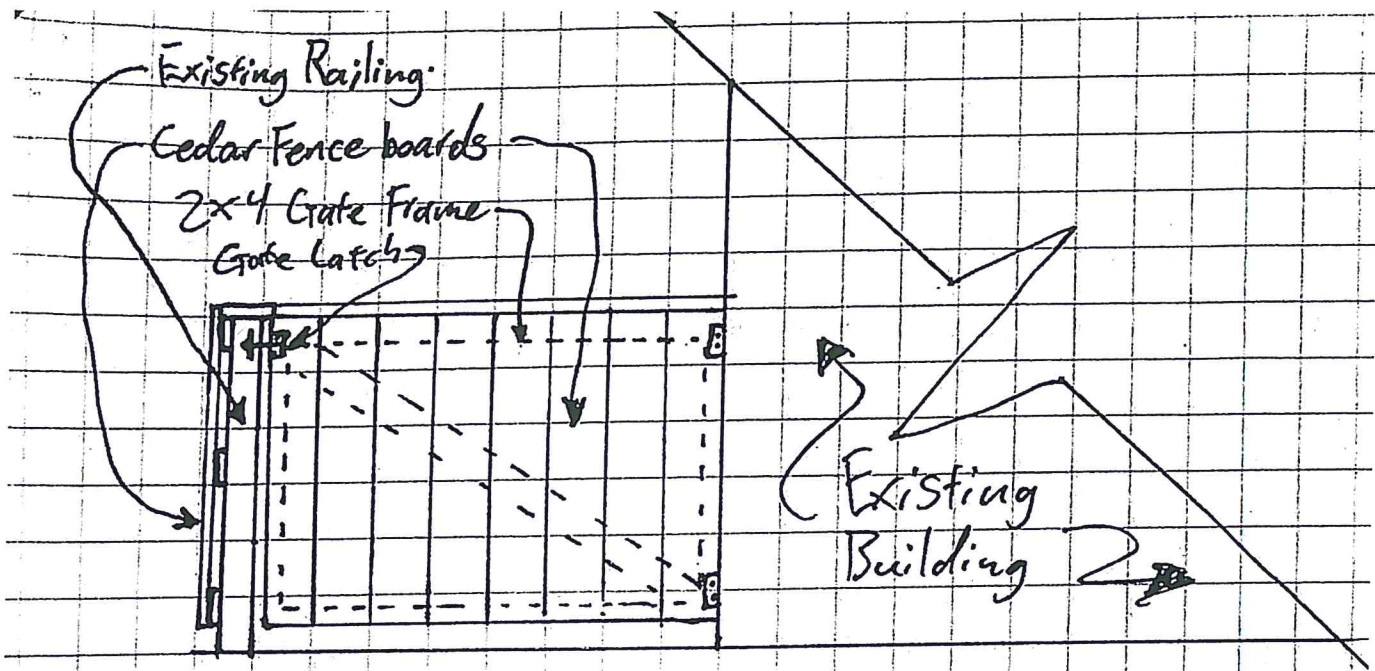
Shop Layout
Scale $\frac{1}{4}" = 2'$

- = Support Post
- = Border of overhead Storage area
- = Wall mounted fire extinguisher

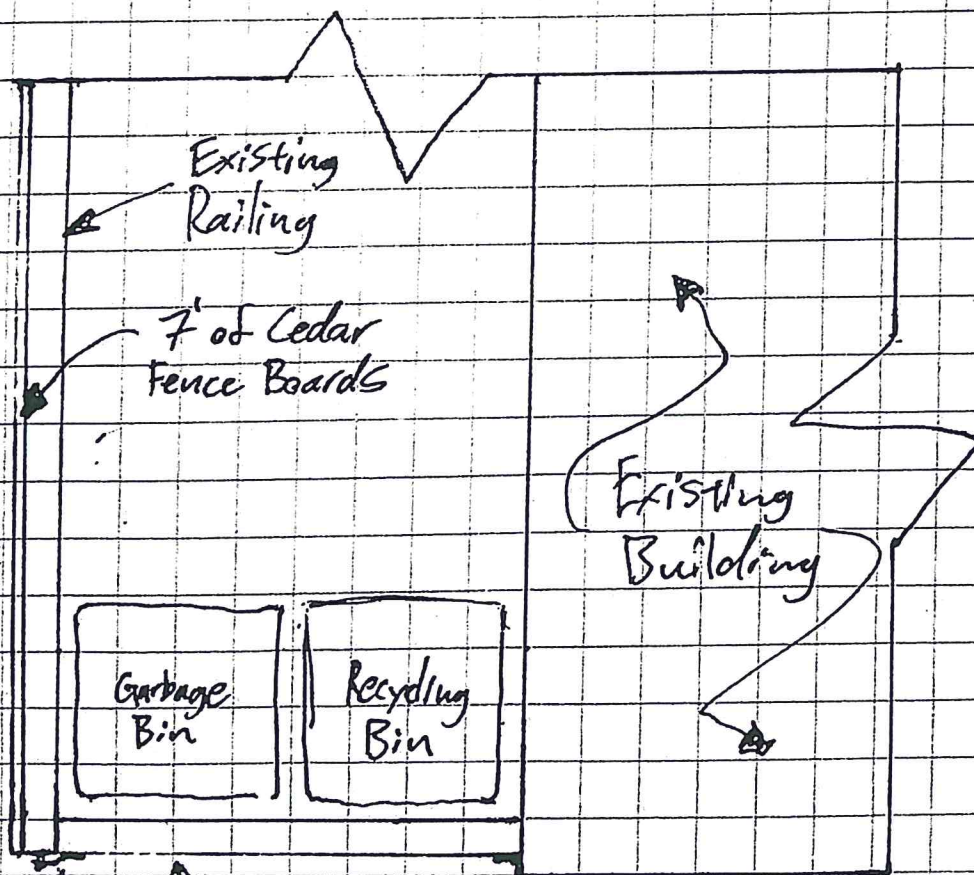
CITY OF ASTORIA

JAN 24 REC'D

BUILDING CODES



Front View
scale $\frac{1}{2}'' = 1'$



Overhead View

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SE Front St

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BUILDING CODES

Tanara Driving Toward
the parking area

My Truck

1820
Front St

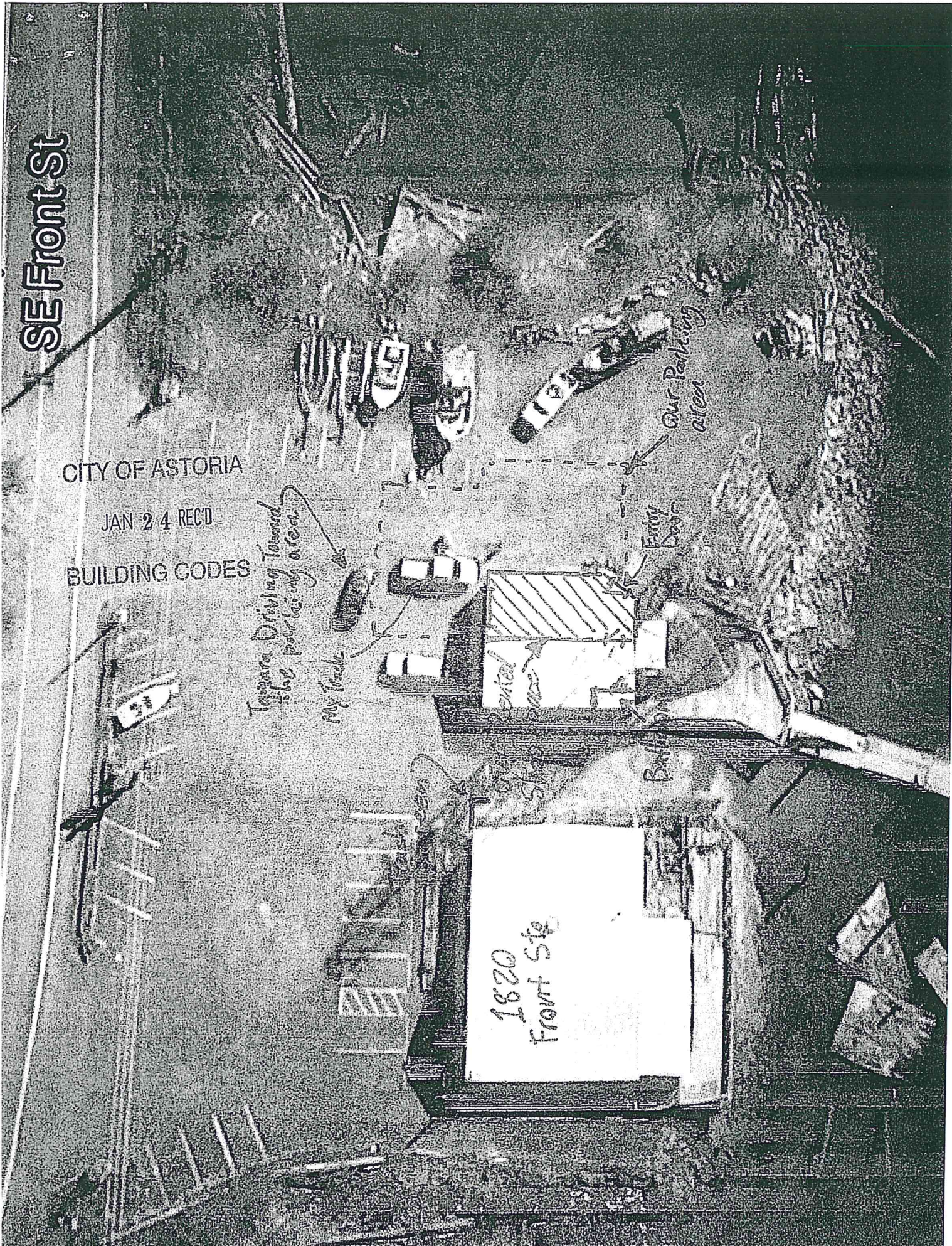
Entry
Door

Our Parking
area

Bathrooms

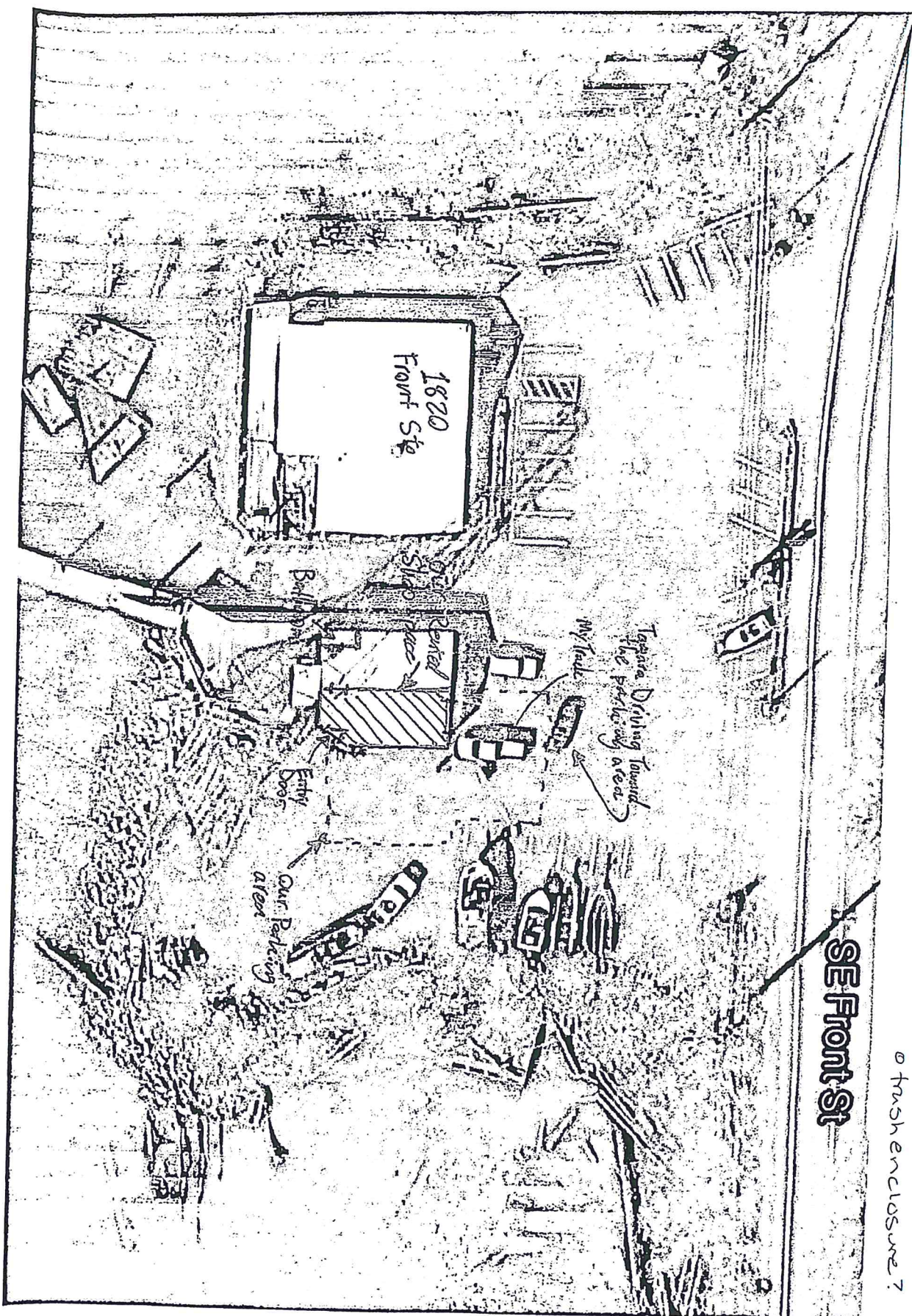
rental
space

Shops



on a
fixed area

Emailed 1-12-17
o Use at site?
o how many employees?
o how many parking spaces
o trash enclosure?



STAFF REPORT AND FINDINGS OF FACT

February 21, 2017

TO: ASTORIA PLANNING COMMISSION

FROM: NANCY FERBER, PLANNER



SUBJECT: CONDITIONAL USE REQUEST (CU17-02) BY LACY BROWN TO OPERATE A TWO BEDROOM HOME STAY LODGING IN AN EXISTING SINGLE FAMILY DWELLING AT 509 2nd STREET

I. Background

- A. Applicant: Lacy Brown
409 2nd Street
Astoria, OR 97103
- B. Owner: Lacy Brown and Aaron A. Brown
409 2nd Street
Astoria, OR 97103
- C. Location: 409 2nd Street; Map T8N-R9W Section 7DD, Tax Lots 11800 & 11900; Lots 3 & 4, Block 35, McClure's
- D. Zone: R-1, Low Density Residential
- E. Lot Size: Two lots each 50' x 100' (10,000 square feet total)
- F. Request: To operate a two bedroom Home Stay Lodging with the owner residing full-time, in an existing single-family dwelling
- G. Previous Applications: Previous owners approved for:
variance from front yard setback V99-03 at the time of construction of the SFD due to topography, tree trimming permits, driveway/sidewalk permit



II. BACKGROUND

A. Site

The residence is located on the southwest corner of Duane and 2nd Street. The lot slopes down from the west property line toward the street and is elevated approximately 5' above the street grade of both Duane and 2nd Streets. A variance, due to the topography, was granted March 22, 1999 when the house was constructed.

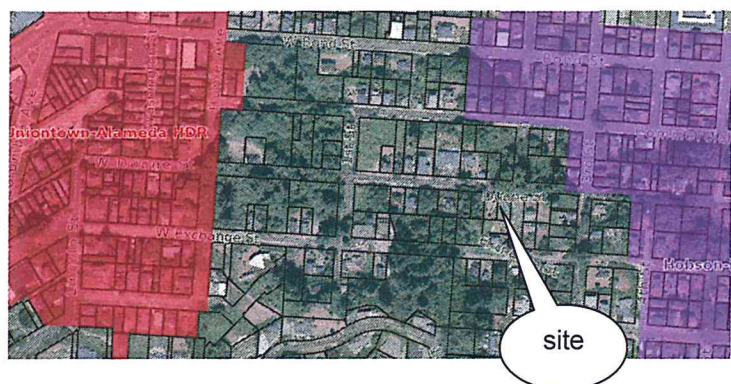
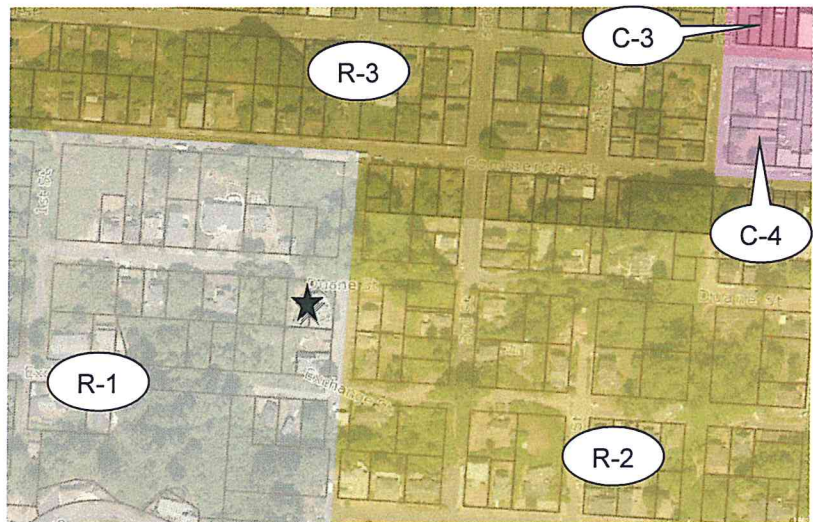
Duane and 2nd Streets have a 50 foot right-of-way, with approximately 18' of paving that in fact runs across the northeast corner of the applicant's property.



The house faces the northeast corner at an angle, with the driveway and garage access off 2nd Street.

B. Adjacent Neighborhood

The neighborhood is developed with primarily single-family dwellings. The site is a double lot, with a total of 10,000 square feet. This site is just across the right of way from the R-2 Medium residential zoning, where homestay lodging is an outright permitted use. The adjacent neighborhood is zoned R-2 to the east, and R-3, to the north of W. Commercial Street. C-3 and C-4 commercial areas at the west end of downtown are located east of the property.



This neighborhood is situated between the Uniontown-Alameda Historic District which ends at Hume Avenue, and the Hobson-Flavel Inventory Area that expands west to 3rd Street.

C. Proposal

The applicant requests a permit to allow two bedrooms in the dwelling to be rented for less than 30 days each, which is considered transient lodging. The City has different classifications of transient lodging facilities. A Bed and Breakfast has three to seven guest bedrooms; a Home Stay Lodging has one to two guest bedrooms. Home Stay lodging requires the following in all residential zones:

- Owners must be on site when they have guests
- Owners must submit transient lodging taxes to the City's Finance Department
- A business license (Occupational Tax Application) is required and must be renewed annually
- Off-street parking must be available: two spaces are required for a single family dwelling, and one additional space for each bedroom rented out.
- Home Stay Lodging is an outright permitted use in R-2 and R-3 zones, it requires a conditional use permit in the R-1 zone.

III. PUBLIC REVIEW AND COMMENT

A public notice was mailed to all property owners within 100 feet pursuant to Section 9.020 on February 2, 2017. A notice of public hearing was published in the *Daily Astorian* on February 21, 2017. Any comments received will be made available at the Planning Commission meeting.

IV. APPLICABLE REVIEW CRITERIA AND FINDINGS OF FACT

- A. Section 1.400 defines "Home Stay Lodging" as *"A tourist accommodation with no more than two (2) bedrooms available for transient rental, and which is owner occupied. Such facilities may or may not provide a morning meal."*

Section 2.025(8) allows "Home Stay Lodging" as a Conditional Use in the R-1 Zone, in accordance with Article 11 concerning Conditional Uses.

Finding: The applicant proposes to utilize their finished basement which has one bedroom and one bathroom, and one bedroom on the first floor and advertise to guests on "AirBnB." The owners understand the requirement to reside full-time when there are guests and will block out dates when they will not be available on site. The facility meets the criteria as a Home Stay Lodging and is being reviewed as a Conditional Use.

- B. Section 2.050(1) states that *"All uses will comply with applicable access, parking, and loading standards in Article 7"*. Section 7.100(H) requires two spaces per dwelling unit and one additional space per bedroom for a Home Stay Lodging.

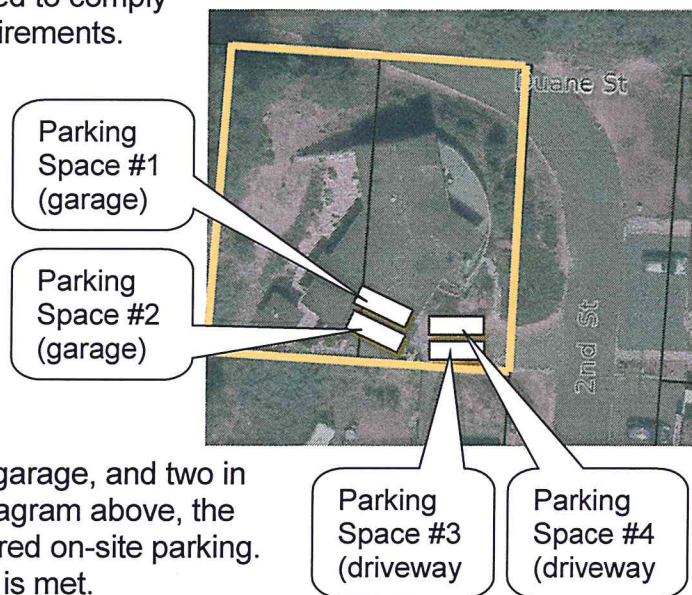
Finding: The proposed use will be in an existing single-family dwelling, and renting out two bedrooms as Home Stay lodging. A total of four parking spaces are required for the proposed use. Two are required for a single family dwelling, one additional parking spot is required for each room utilized as homestay lodging.

There is a two car garage and paved driveway area sufficient for the additional two off-street parking spaces that remain within the property boundary (yellow outline below).



To comply with the Development Code, the applicant is required to locate four parking spots within their property. The site has the four required spaces needed to comply with the off-street parking requirements.

While the applicant indicated room for 6 cars, the additional spaces for car #5 and #6 would be in the driveway, but beyond the property line and would not count towards available spaces for additional uses at the site.



Utilizing the two spaces in the garage, and two in the driveway as noted in the diagram above, the applicant can provide the required on-site parking. Criteria for access and parking is met.

C. Section 11.020(B.1) states that *“the Planning Commission shall base their decision on whether the use complies with the applicable policies of the Comprehensive Plan.”*

1. Comprehensive Plan Section CP.220(6) concerning Housing Policies states that *“Neighborhoods should be protected from unnecessary intrusions of incompatible uses, including large scale commercial, industrial and public uses or activities.”*

Section CP.206(1), Economic Development Goal 7 and Goal 7 Policies, *“Goal: Encourage successful home-based businesses”* states that the City will *“Encourage home occupations, cottage industries and activities which have little impact on the surrounding neighborhoods through the City’s Development Code.”*

Finding: This neighborhood is residential, a small scale transient lodging facility is considered a compatible use within a residential area as impacts to the neighbors would be minimal if noticeable at all. With the owner occupancy requirement of a Home Stay lodging, the neighborhood is protected from the “second home” problem of vacant properties at various times of the year.

The ability to have an occasional guest allows a home owner to continue living in the home and earn additional income from the transient lodging. While economic hardships are not criteria for review for Conditional Use Permits, the Comprehensive Plan encourages *“private development such as retail, restaurants, commercial services and transient lodging”* CP.200 (4).

This type of use is transient lodging, not a “vacation rental” that would have a larger impact to the neighborhood or housing stock. The proposal is in compliance with the Comprehensive Plan.

D. Section 11.030(A) requires that *“before a conditional use is approved, findings will be made that the use will comply with the following standards:”*

1. Section 11.030(A)(1) requires that *“the use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the use.”*

Finding: The transient lodging would be located within the existing single-family dwelling. The proposed use is an appropriate use of an existing residential structure, and will utilize a finished basement and existing guest bedroom. A Home Stay lodging is conditional use in the R-1 Zone and an outright use in all other residential zones to assure that the impact on the neighborhood is reviewed. Location within a residential zone is appropriate for 1-2 bedrooms, which falls under Home Stay lodging. No construction is proposed at the site.

Since 2010, the Community Development Department has received five Conditional User Permit requests for Home Stay lodging. There is

availability in other zones that allow Home Stay lodging as an outright use. These sites are often limited by the off-street parking requirement. Allowing a sixth Conditional Use Permit in an R-1 allows for better dispersal of Home Stay Lodging locations with a limited number of similar existing uses in the zone.

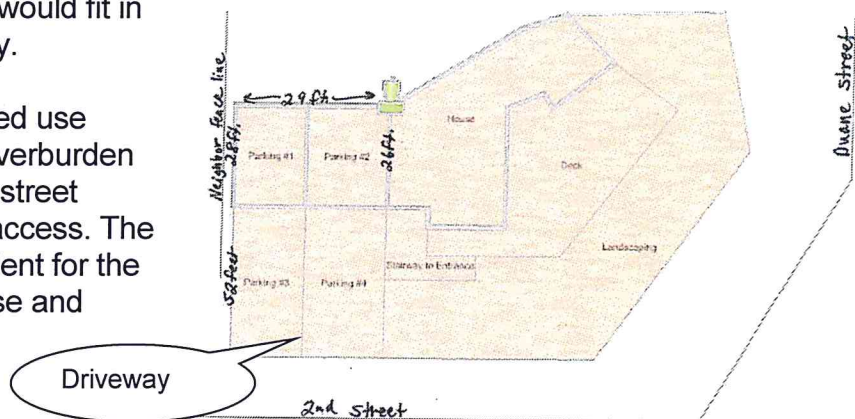
The requirement of the owner residing in the home at the same time as the guests prohibits the use as a “vacation rental” and protects the neighborhood as the owner is there to be responsible for the actions of their guests. The site is accessible to guests/customers. The applicant noted directions provided by popular GPS apps are not always up to date. Prior to guests arriving at the site, the applicant will communicate detailed instructions to the home including parking instructions. This criteria is met.

2. Section 11.030(A)(2) requires that *“an adequate site layout will be used for transportation activities. Consideration should be given to the suitability of any access points, on-site drives, parking, loading and unloading areas, refuse collection and disposal points, sidewalks, bike paths, or other transportation facilities. Suitability, in part, should be determined by the potential impact of these facilities on safety, traffic flow and control, and emergency vehicle movements.”*

Finding: The proposed use is for two bedrooms for transient use. 2nd street is platted 50' wide paved road, and close to a walking path into downtown. There are no sidewalks on either side of 2nd Street. The applicant has a paved garage driveway apron that is approximately 18' wide x 32' deep with additional parking available in the two car garage. On the application materials, the applicant shows the width as 29', by calculation on the City's GIS maps, the actual driveway apron is approximately 18' wide.

Article 7.110D cites #1 Full size parking spaces shall be 9.5' wide by 20' long, and #2 Compact parking shall be 8.5' wide by 16' long for no more than 50% of the parking spaces required. With the four spaces required, up to 2 can be compact size, which would fit in the driveway.

The proposed use would not overburden the existing street system for access. The site is sufficient for the proposed use and would not interfere with the flow of traffic and/or emergency vehicles.



The applicant has refuse and recycling collection for the home which would not be heavily impacted by the additional use. The proposed use would not create a safety issue over and above the typical residential level. Criteria is met.

3. Section 11.030(A)(3) requires that the use will not overburden water and sewer facilities, storm drainage, fire and police protection, or other utilities.

Finding: All utilities are at the site and are capable of serving the use. The site is currently used as a single-family dwelling and that use would continue. The proposal is to change the use to a single-family dwelling with two bedroom Home Stay Lodging. The impact to utilities with intermittent stays by guests in one bed room would be minimal. As with all new or increased businesses and development, there will be incremental impacts to police and fire protection but it will not overburden these services. Criteria is met.

4. Section 11.030(A)(4) requires that *"the topography, soils and other physical characteristics of the site are adequate for the use. Where determined by the City Engineer, an engineering or geologic study by a qualified individual may be required prior to construction."*

Finding: The site is not within 100' of a known geologic hazard area as indicated on the City map. No new construction is proposed. The site is adequate for both the single-family residence and the use of the building by transient guests. No construction is proposed. Criteria is met.

5. Section 11.030(A)(5) requires that *"the use contain an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses."*

Finding: Single-family residential use does not require landscaping, however, the site is landscaped. Criteria is met.

- E. Astoria City Code Section 8.045.3 concerning "Collection of Tax by Operator; Rules for Collection" states that *"Every operator renting rooms or space for lodging or sleeping purposes in this City, the occupancy of which is not exempted under the terms of this ordinance, shall collect a tax from the occupant. The tax collected or accrued by the operator constitutes a debt owed by the operator to the City."*

Finding: The applicant is required to register the transient lodging facility with the City Finance Department for collection of the transient room tax. In addition, transient lodging is considered a commercial use and requires that the owner obtain an Occupational Tax (business license) for conducting business within the City limits. The owner shall notify the Finance Department concerning any change in operation of the transient lodging. The criteria is met, pending approval of the Conditional Use Permit, the applicant understands she will need to submit the appropriate paperwork prior to operation.

V. CONCLUSIONS AND RECOMMENDATIONS

The request meets all applicable review. Staff recommends approval of the request based on the findings of fact above with the following conditions:

1. The property owner shall reside in the dwelling on the same days as the guests.
2. Prior to operation, the applicant shall submit a hotel/motel tax form for Transient Room Tax with the Finance Department.
3. Prior to operation the applicant shall submit an Occupational Tax Application (business license) to the Community Development Department.
4. The applicant shall indicate clear directions to the house and parking instructions to potential guests when advertising the home-stay lodging.
5. Any proposed signage in the future shall adhere to Article 8, the applicant shall submit a sign permit for review by the Community Development Department.
6. Significant changes or modifications to the proposed plans as described in this Staff Report shall be reviewed by the Astoria Planning Commission

The applicant should be aware of the following requirements:

For any structural changes or remodeling the applicant shall obtain all necessary City and building permits prior to construction.



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

COMMUNITY DEVELOPMENT

☒ Fee Paid Date 1-17-17 By NF Check

No. CU 17-02

Fee: \$250.00

CONDITIONAL USE APPLICATION

Property Address: 409 2nd St.

Lot 3+4 Block 35 Subdivision McClures

Map 8090700 Tax Lot 11800+11900 Zone R1

Applicant Name: Lacy Brown

Mailing Address: 409 2nd St.

Phone: (928) 853-1386 Business Phone: _____ Email: lacinator@yahoo.com

Property Owner's Name: Aaron & Lacy Brown

Mailing Address: same

Business Name (if applicable): _____

Signature of Applicant: Lacy Brown Date: 1-16-17

Signature of Property Owner: Lacy Brown Date: 1-16-17

Existing Use: Single family • 1-2 bedrooms

Proposed Use: Owners live in house with (homestay lodging) of 2-4 people

Square Footage of Building/Site: 2,448 (3,260 w/ garage included) 4-bedroom

Proposed Off-Street Parking Spaces: 2 (up to 4 if needed) 3 bathroom

SITE PLAN: A Site Plan depicting property lines and the location of all existing and proposed structures, parking, landscaping, and/or signs is required. The Plan must include distances to all property lines and dimensions of all structures, parking areas, and/or signs. Scaled free-hand drawings are acceptable.
• to use 2 bedrooms for homestay lodging in R-1 zone.
(see excel sheet for PN)

For office use only:

Application Complete:	<u>1-18-17</u>	Permit Info Into D-Base:	<u>1/19/17</u>
Labels Prepared:	<u>1/20/17</u>	Tentative APC Meeting Date:	<u>2/28 6:30pm</u>
120 Days:	<u>5-18-17</u>		

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See attached.

Briefly address each of the following criteria: Use additional sheets if necessary.

11.030(A)(1) The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the use.

11.030(A)(2) An adequate site layout will be used for transportation activities. Consideration should be given to the suitability of any access points, on-site drives, parking, loading and unloading areas, refuse collection and disposal points, sidewalks, bike paths, or other transportation facilities. Suitability, in part, should be determined by the potential impact of these facilities on safety, traffic flow and control, and emergency vehicle movements.

11.030(A)(3) The use will not overburden water and sewer facilities, storm drainage, fire and police protection, or other utilities.

11.030(A)(4) The topography, soils, and other physical characteristics of the site are appropriate for the use. Where determined by the City Engineer, an engineering or geologic study by a qualified individual may be required prior to construction.

11.030(A)(5) The use contains an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses.

11.030(B) Housing developments will comply only with standards 2, 3, and 4 above.

Background Information:

Site:

This newer two story residence is located on the corner of Duane and 2nd Street. It is currently operated as a single family dwelling by the owners, who purchased the house recently and are looking to use part of the house for homestay lodging, in order to help with mortgage costs.

Neighborhood:

The surrounding area has single-family dwellings, on a dead-end street. Through a city-maintained path, it is a half-mile walk to downtown Astoria. (See map)

Proposal:

The applicant would like to use this four bedroom, three bathroom home for 2-4 people for homestay transient lodging, and both owners will be living on the premises at the time of the guests' stay. Business will primarily be conducted between the months of June through August, but may occur other weekends throughout the year as needed.

11.030 (A)(1) Customers will have detailed directions leading to the home, and pictures posted online of the house and driveway, with details of how and where to park. Phone communication will be used with each guest prior to their stay to ensure ease of accessibility.

11.030 (A)(2) Site layout is attached with information on off-street parking spaces for both guest and homeowners. Driveway and garage has ample parking for up to 6 cars; however, no more than 4 cars at a time will be there (owner's two cars plus up to two guest cars), unless special circumstances with guests.

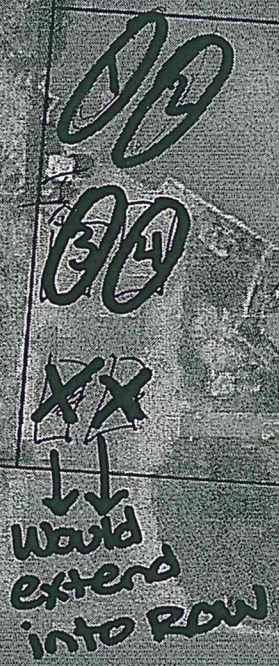
11.030 (A)(3) Utilities will not be overburdened from guests, the main extra use of water will be from having extra laundry to facilitate the business from guests' bedding and towels.

11.030 (A)(4) This house was purchased from the builder of the home, who lived in the house for 10 years. It recently had an inspection prior to the purchase of the home, and all physical characteristics of the site have been approved for living and use.

11.030 (A)(5) The house has beautiful maintained landscaping, with a front wrap-around deck and an additional private deck in the fenced in back yard, and another fence that provides privacy between the houses. It overlooks the Columbia River and has stunning views for guests.

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New

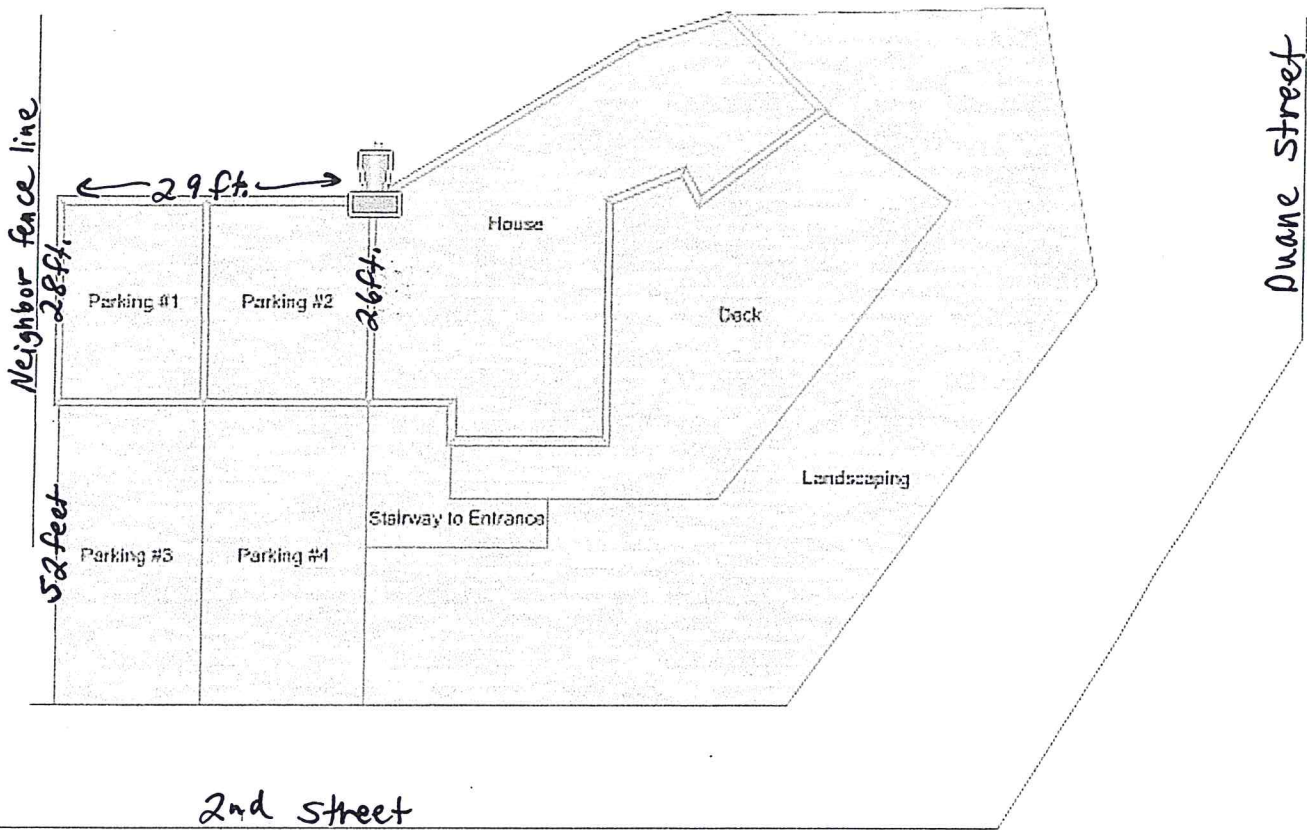
Open

Save

Properties

Parking #3

Signed In as lacinator@ya...



SKETCH ADDENDUM

File # 16-2772

Borrower/Client Brown, Aaron A./Lacy

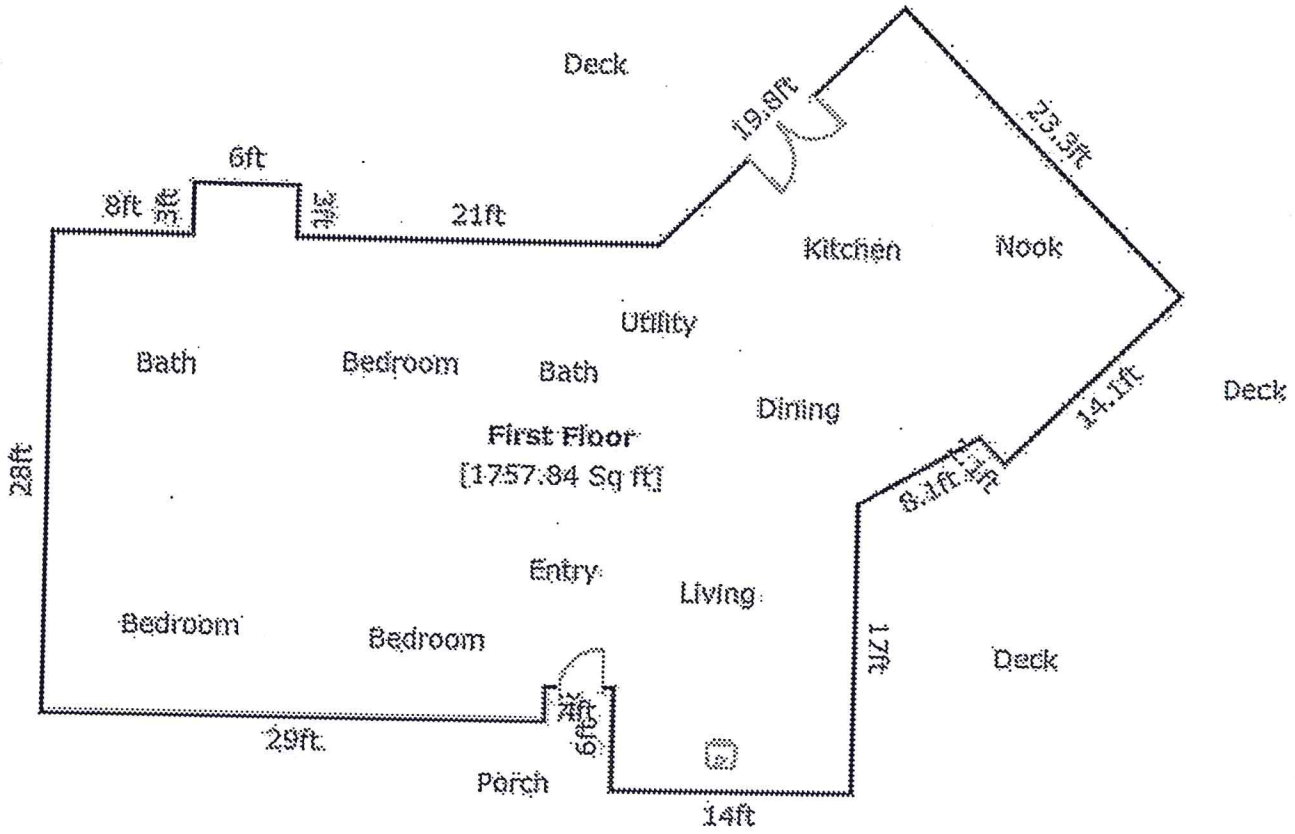
Property Address 409 2nd St

City AstoriaCounty Clatsop

State OR

Zip Code 97103

Lender Bank of America Home Loans



Geneva R. Saint-Amour
PO Box 281
Clarkdale, AZ 86324

CITY OF ASTORIA

FEB 22 REC'D

February 14, 2017

BUILDING CODES

To Whom It May Concern:

As a personal friend and business colleague of Lacy and Aaron Brown, I am writing this letter of support. These two are responsible, mature individuals that work hard to serve the community they reside in. During their time in Clarkdale they became well associated and connected as they supported various events and businesses.

The move to your fine city was a loss to our community. Yet as friends, we supported them through this transition. As soon as possible, we scheduled a visit to Astoria. During our visit we were traveling in our camper van, but we elected to stay at Lacy and Aaron's home instead of camping. We are so glad that we did.

Lacy and Aaron selected a home in Astoria that is perfect for entertaining and for overnight guests. The home is on a corner lot with a hill behind it. This placement allows for outdoor socializing to be subtle and not disruptive to others. The inside of the home is laid out in a manner that supports guests both upstairs and downstairs. The upper level has a spare bedroom and a restroom for guests. The lower level has a generous space, which would be ideal for overnight guests. This area includes privacy, a restroom and a sitting area. Both would make wonderful temporary lodging areas.

These fine people keep their home and property in tip-top condition. They are considerate of others and kind to both friends and strangers. They are the type of people we all want to attract to our community. The opportunity for them to operate an AirBandB listing is simply another way for them to contribute to the city of Astoria. As they welcome guests to their home, they are inviting in visitors who will spend money locally. The arrangement is beneficial to Astoria.

I have no concerns about Lacy and Aaron Brown's ability to run reputable AirBandB listings through their home. And I hope you will also realize their strengths and approve their request.

Sincerely,

Geneva R. Saint-Amour

Geneva R. Saint-Amour
Retired school administrator
Clarkdale, Arizona