

Kevin Cronin

From: Kevin Cronin
Sent: Tuesday, April 18, 2017 2:24 PM
To: David Pearson [pearson@crmm.org]; 'Kent Easom'; 'Daryl Moore'; 'Sean Fitzpatrick'; Jennifer Cameron-Lattek; 'Jan Mitchell'; 'FRANK R SPENCE'
Cc: Anna Stamper; Nancy Ferber; 'Elliot Weiss'
Subject: RE: Astoria Planning Commission | April 25, 2017 | Advance Astoria Work Session

Hello APC:

Thanks for your attendance at last week's Community Forum for Advance Astoria.

We were very pleased with the turnout despite the many other choices attendees had with other community events.

On April 25, we'll begin the meeting with a Conditional Use Permit request for homestay lodging and then adjourn to a work session

We'll have a chance to get into the details of the existing Comp Plan Economic Element, "DRAFT Economic Opportunities Analysis," and the draft strategies that will set a clear direction over the next five years.

On May 2, we'll invite the "Advance Party" project advisory committee to a joint work session.

This will provide one more opportunity for the advisory committee to share their thoughts and make a recommendation before a public hearing on May 23.

CAI – the project consultant - will be preparing potential policy changes to the Comp Plan and a first DRAFT of our economic development strategy.

In the meantime, please check out the EOA I sent last week, the PowerPoint we presented at the Community Forum, and the draft strategies if you haven't had a chance to see it.

All materials have been uploaded to the [project website](#).

Look forward to hearing your feedback....

Thanks - Kevin

From: Kevin Cronin
Sent: Wednesday, April 12, 2017 4:44 PM
To: David Pearson [pearson@crmm.org]; 'Kent Easom'; 'Daryl Moore'; 'Sean Fitzpatrick'; Jennifer Cameron-Lattek; 'Jan Mitchell'; 'FRANK R SPENCE'
Cc: Anna Stamper; Nancy Ferber
Subject: RE: Astoria Planning Commission | April 25, 2017 | Advance Astoria

Hello Astoria Planning Commission:

We are gearing up tomorrow's **Advance Astoria Community Forum at the Hampton Inn from 630-830 pm.**

Please join us if you can as a preview to our work session on April 25.

Attached is the **Economic Opportunities Analysis** that we'll review in detail at the work session.

After the Community Forum, we'll review the public comments on potential target industries and strategies to grow them and then create a draft economic development strategy.

On May 2, we'll present the draft and hold a joint work session with "Advance Party" – the Mayor appointed advisory committee – so please mark your calendars.

A public hearing to consider a Comprehensive Plan amendment to the Economic Element is scheduled for the May 23rd meeting.

Hope to see you tomorrow night!

If you have any questions, please let me know.

Thanks - Kevin

Kevin A. Cronin, AICP
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CITY OF ASTORIA
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AGENDA

ASTORIA PLANNING COMMISSION

April 25, 2017

6:30 p.m.

NOTE LOCATION CHANGE:

**Astoria Public Library, Flag Room
450 10th Street • Astoria OR 97103**

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES
 - a. February 28, 2017
4. PUBLIC HEARINGS
 - a. Conditional Use CU 17-03 by David Sundquist to operate a home-stay lodging with 2 bedrooms in an existing single family dwelling at 66 W. Grand Ave in the R-1 Low Density Residential Zone.
5. REPORT OF OFFICERS
6. STAFF UPDATES
 - a. City Council Goals FY 17-18
 - b. CLG Restoration Grant Progress
7. MISC
8. PUBLIC COMMENTS – NON AGENDA ITEMS
9. WORK SESSION: ADVANCE ASTORIA - Five Year Economic Development Strategy
10. ADJOURNMENT

<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>

ASTORIA PLANNING COMMISSION MEETING

Astoria City Hall
February 28, 2017

CALL TO ORDER:

Vice President Easom called the meeting to order at 6:35 pm.

INTRODUCTION OF NEW MEMBER:

Vice President Easom welcomed Jennifer Cameron-Lattek to the Planning Commission.

ELECTION OF OFFICERS:

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 David Pearson, Vice President Kent Easom, and Secretary Sherri Williams.

Vice President Easom stated the election of 2017 officers would be postponed to March when the Planning Department would have a secretary.

ROLL CALL:

Commissioners Present: Vice President Kent Easom, Jennifer Cameron-Lattek, Sean Fitzpatrick, Daryl Moore, Jan Mitchell and Frank Spence

Commissioners Excused: President David Pearson

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

APPROVAL OF MINUTES:

Commissioner Fitzpatrick moved that the Astoria Planning Commission approve the minutes of December 6, 2016 as presented; seconded by Commissioner Moore. Motion passed 5 to 0 to 1 with Commissioner Cameron-Lattek abstaining.

PUBLIC HEARINGS:

Vice President Easom 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 6(a):

CU17-01 Conditional Use CU17-01 by Steel and Timber Construction to locate light manufacturing (with shop space and storage) in approximately 1,000 square feet of an existing building at 1820 SE Front in the S-2, General Development Shorelands zone.

Vice President Easom 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 declared that he worked with Steel and Timber, but he did not believe this would affect his decision.

Vice President Easom 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.

Commissioner Mitchell asked if Staff was concerned about possible runoff into the bay from manufacturing done in the parking lot. Planner Ferber understood the manufacturing would not produce a lot of runoff or debris and recommended asking the Applicant for more details.

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

Shaun Catlin, 1661 SE 2nd Street, Astoria, said he wanted to use the building to store tools and building materials. Occasionally, some light manufacturing would be done in the building, but with the doors open, not in the parking lot. The light manufacturing would include sawing, welding, and cutting steel. The doors would need to be open since welding creates smoke and steel would extend out into the parking while going through the machine. He had not seen any runoff from the area into the bay. The company does not produce much debris and they regularly sweep outside if there is sawdust. The building will mostly be used by his employees to drop off and pick up tools.

Vice President Easom called for any testimony in favor of, impartial to, or opposed to the application. Hearing none, he called for closing comments of Staff.

Planner Ferber noted the Commission could add conditions of approval if they were concerned about mitigating runoff.

Commissioner Mitchell suggested that perhaps the Applicant should be required to sweep or vacuum because the site is so close to the estuary. Planner Ferber stated new Condition 9 could require the Applicant to mitigate any potential runoff by doing daily cleaning or anything the Commission deemed appropriate if actively working outside. Commissioner Mitchell agreed that was appropriate.

Vice President Easom closed the public hearing and called for Commission discussion and deliberation.

Commissioner Fitzpatrick said the application seemed straightforward. Commissioners Moore, Cameron-Lattek, Spence, and Mitchell said they supported the application.

Commissioner Fitzpatrick moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report and approve Conditional Use CU17-01 by Steel and Timber Construction with the addition of Condition 9; seconded by Commissioner Spence. Motion passed unanimously.

Vice President Easom read the rules of appeal into the record.

ITEM 6(b):

CU17-02 Conditional Use CU17-02 by Lacy Brown to use two bedrooms in an existing single-family dwelling for homestay lodging at 409 2nd Street in the R-1, Low Density Residential zone.

Vice President Easom 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.

Commissioner Mitchell stated she lived down the hill from the property, but had not had any contact.

Vice President Easom asked Staff to present the Staff report.

Planner Ferber reviewed the written Staff report, which included a letter of support. Staff recommended approval of the request with the conditions listed in the Staff report.

Commissioner Moore asked how the Planning Department interprets the clause "availability of similar existing uses." Planner Ferber said in this case, there is no availability of a similar use because the dwelling is a single-family home. There could be other similar uses in single-family dwellings in the area, but they might not have adequate parking, enough bedrooms, or have an owner on site while guests are present.

Commissioner Moore confirmed there have been five homestay lodging conditional use permit requests in R-1 zones since 2010. He asked how many homestays were currently permitted throughout all residential zones in the city. Planner Ferber said she was currently doing this research for City Council and she would have the information shortly.

Commissioner Mitchell noted the condition requiring the Applicant to give guests directions because getting to the property will not be easy in that neighborhood. She had no objection to the application. People regularly end up in the neighborhood on their way to the Column only to find that many of the streets come to a dead end. The topography is difficult and GPS does not give accurate directions.

Commissioner Cameron-Lattek understood the Comprehensive Plan stated a neighborhood should be protected from unnecessary intrusions of incompatible uses. She believed it would be difficult to predict how homestay lodgings will affect the neighbors because it depends on what kind of people come in and how they would behave in a homestay situation. She asked what recourse the City or neighborhood had if problems arise. As stated at a recent City Council meeting, once the permit is granted, it cannot be revoked easily. Planner Ferber clarified the comment made at the City Council meeting was not in reference to conditional use permits. Conditions can be added to conditional use permits, like requiring a six-month review to determine if there are any issues or negative impacts. This added level of review is specific to R-1 zones per the Comprehensive Plan and Development Code. It is up to the Planning Commission to determine if Staff's recommended conditions are adequate. She added the normal Code enforcement process would be implemented if the Applicant did not comply with the conditions of approval, if the City received a significant number of complaints, if transient lodging taxes were not paid, or if the Applicant failed to obtain a business license.

Commissioner Mitchell said the photograph makes the entry look longer than it is, but there would be enough space if the owners use the garage. She believed the use should be reviewed in six months or a year because the property is in an R-1 zone.

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

Lacy Brown, 409 2nd Street, Astoria, said when she and her husband were looking to buy this house, they had trouble finding it, so she is very aware of the need to give specific directions. Her friends have tried to find the house via GPS, but get lost, so she has learned how to give good directions. She would email directions to guests and make sure their questions were answered prior to their stay. She and her husband live in Astoria year-round and they promise to be in the house when guest are staying with them. She did not want anyone in her house without her there because the house is her long-term home. She is a teacher and plans to rent the rooms in the summer and occasionally on weekends during the school year. She promised to obtain a business license and collect transient lodging taxes. The garage looks small, but she has two cars in the garage. The listing of the house and the directions to the house will include a picture and note that guests must park in the driveway, not the street. She loves to host people. She has lived in several states and hoped to call Astoria home because she is finally done with school. She and her husband love to entertain and want to welcome people from all over the country and all over the world to this beautiful city.

Commissioner Moore asked why Ms. Brown wanted to rent rooms periodically instead of on a permanent basis to local people. Ms. Brown said she and her husband really enjoy entertaining people, but did not want roommates. They are okay with hosting people temporarily but did not want someone long-term.

Commissioner Mitchell asked if Ms. Brown had kitchen facilities. Ms. Brown said there is space downstairs with a refrigerator and a microwave. There is also a bathroom. The upstairs has a shared bathroom for the guest bedrooms and a shared kitchen for the guests to use.

Commissioner Cameron-Lattek asked if Ms. Brown had ever had homestay lodging in her residence before. Ms. Brown replied yes, when she lived in Arizona prior to moving to Astoria. After staying in several apartment-like Airbnb rentals, she finally stayed in one that allowed her to meet the owners and stay in their house. She had not known this was possible, but the experience triggered her desire to do the homestay lodging. It felt like she was staying with family and that she belonged in the community.

Vice President Easom called for any testimony in favor of the application.

Katrina Gasser, 774 Alameda Ave., Astoria, said she is an Airbnb host and had her first guest in August. She is in zoning similar to the Applicant. Her homestay business is going well and has improved her family's life. The income has also been helpful. She confirmed for Commissioner Mitchell that she had not received any

complaints from neighbors. She has checked in with her neighbors because the concept is new for the neighborhood.

Lois Dupet, P.O. Box 1282, Astoria, stated she supported the request and admired the Browns for taking this on. Homestay lodgings are a good thing for Astoria. There is an affordable housing emergency in the county and in the city and she believed homestay lodgings could be part of the solution. Two-month long homestays could solve problems for people who are in transition. The fact that the City has only had five applications since 2010 suggests that this is not currently a solution, but it could be. She believed the requirement for the owner to reside at the dwelling on the same days as the guests could be an impediment to this scenario. An owner could not go to Portland for the weekend while renting to guests for 30 days, which seems excessive.

Vice President Easom called for any testimony impartial to the application.

LJ Gunderson, 413 Franklin Ave., Astoria, said she used to own a vacation rental company. Renting for 30 days is very different from one or two days. She recommended the City implement a three strikes and you are out rule; this worked well in Seaside. This allows the City to take the permit away from someone who does not follow the rules. She disagreed that homestays could be a solution to affordable housing issues. The Applicant wants to invite people into her home for a couple of days and she likes it when they leave. She also wants to be present because her things are in the house. Homestays are a completely different market. If homestays are allowed, she believed the City should have a way to take the license back from people who are breaking the rules. She preferred that homestays be licensed and regulated.

Vice President Easom called for any testimony opposed to the application.

Loretta Maxwell, Grandview Bed and Breakfast, 1574 Grand Ave., Astoria, agreed that the City needs to monitor what goes on in homestays and have the ability to take permits away if necessary. She wanted to know if guests would be using a kitchen. Her bed and breakfast is regulated by the health department and must maintain certain temperatures in her refrigerator and cleanliness. Her guests are not allowed in the kitchen. She is subject to inspections of her entire house to ensure safety and cleanliness standards. Such regulations are not part of this homestay. Homestays will not help the affordable housing situation. She rents rooms on a monthly basis to people who cannot find a place to live. She is asked regularly if she knows of any place to rent. People who work here are waitresses, cooks, and bartenders who cannot afford a place to live unless they all rent a house together. She was concerned about keeping track of how many rooms are available in Astoria for overnight stays because the town could become overloaded. She mentioned at the last City Council meeting that she believes her business has been affected by an overabundance of rooms in town. More regulation needs to be implemented and the community needs to think more about the impact to existing businesses. The Applicant seems like a nice person and she believed her heart was in the right place, but having people stay is not a whimsical decision. People tell her all the time that having a bed and breakfast would be cool. However, it is a lot of hard work and not always rewarding.

Vice President Easom closed the public hearing and called for Commission discussion and deliberation.

Commissioner Mitchell suggested an additional condition of approval be added requiring a review in one year to make sure the homestay is not causing problems for adjacent neighbors. She understood the housing issues in Astoria because she knows people who have had a difficult time finding housing. However, the Applicant does not want to convert their basement into a rental unit. Housing problems and homestays are two different issues, but she was positive homestays impact the bed and breakfast business. About 16 or 17 years ago, Astoria tried to get the State Tourism Conference to town, but there were not enough quality rooms in Astoria to accommodate a conference of 300 people. Astoria has come a long way, but not all of the changes have been good for existing businesses. This application seems to be in order and it would be nice to review the business again later. She suggested a one-year review for future applications as well.

Commissioner Spence agreed that enforcement would be important. He heard about the number of advertisements in the *Oregonian* for places in Astoria that are not licensed. The overall subject of what is permissible will be decided by City Council. However, this Applicant is entitled to the permit. The neighborhood is isolated and he had quite a time finding it. He did not believe the use would be a disturbance to the neighborhood. He liked the owner occupied aspect of homestays and bed and breakfasts. City Council is concerned about absentee ownership. About a year ago, the Planning Commission reviewed a request by an

applicant who owned two houses side by side and was required to occupy one of the homes. However, in this case, he believed the Applicant was entitled to the permit.

Commissioner Fitzpatrick was concerned about the kitchen, but appreciated that the Applicant would occupy the home the entire time. Use of the kitchen is more like a vacation rental rather than a homestay and he did not want to see this situation morph into a vacation rental. Vacation rentals are not legal in residential zones in Astoria.

Commissioner Moore believed all of the review criteria had been met. It is important to review the request against the Comprehensive Plan, which indicates uses should "maintain attractive and liveable residential neighborhoods for all types of housing." He did not believe this homestay would impact the neighborhood negatively. Another review criterion is to prevent home occupations that generate minimal impacts as an outright use in most cases. This homestay is a home occupation as much as it is a vacation or transient rental. The owners will generate a few dollars for operating the rooms for visitors. He did not believe homestays negatively impacted the housing issues that Astoria is facing. The Applicant is not willing to rent long term, so her home is not a housing option. He believed this was common among the homestay lodgings in Astoria. He supported the application, but did not support adding additional conditions of approval. New conditions would be a policy decision that City Council should discuss. Astoria has plenty of nuisance ordinances that can be used to enforce good behavior in the neighborhoods, so a one-year review is unnecessary.

Commissioner Cameron-Lattek believed it would be good for the City to have a review process and clear recourse. However, she was satisfied that this application met the criteria. She was sympathetic to Ms. Maxwell's position and appreciated that Ms. Maxwell continued to bring up her situation. City Council is very concerned with her issues and there are many important points to be made on all sides. She agreed that many homestays are not taking housing off the market as long as they are owner occupied. Homestays put more people in a single dwelling, which gives the city a sense of what it is like to have more people in Astoria's neighborhoods. She hoped the experience of having a homestay would encourage people to partition a part of their homes and create small apartments. Homestays could have a positive effect on the housing problems.

Vice President Easom stated he was in favor of the application. He believed the Commission should have a way to revisit these permits after a year to make sure everything is going okay and police the properties. Right now, the Commission does not have any way of saying no. Therefore, he favored the addition of a one-year review.

Commissioner Fitzpatrick advised the Applicant to be very clear when giving directions to guests and make sure to tell them not to use mobile applications for directions.

Planner Ferber asked for clarification on the proposed condition of approval to require a one-year review. She confirmed that the Planning Commission can recommend City Council add the requirement as part of an ordinance or Code amendment. Commissioner Moore stated he did not want to add any additional conditions to this application. Commissioner Mitchell preferred to make a recommendation to City Council.

Commissioner Moore moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report and approve Conditional Use CU17-02 by Lacy Brown, with the conditions listed in the Staff report; seconded by Commissioner Mitchell. Motion passed unanimously.

Vice President Easom read the rules of appeal into the record.

REPORTS OF OFFICERS/COMMISSIONERS:

Commissioner Moore believed vacation rentals in residential areas should be shut down since they are illegal in Astoria. He requested that City Council direct the City Manager to ensure proper enforcement. Vacation rentals in residential areas have a direct impact on the housing problem. Astoria does not know how big the problem is because there is no inventory of how many properties are available. He understood City Staff was short handed, so he believed Council should hire Staff or make Staff time available for enforcement.

Commissioner Mitchell reported she just happened to be in the vicinity of a small group that was meeting to discuss co-housing. The group had about 18 people and included a young couple and a long-time Astoria

resident. Co-housing is not a solution to the housing problem, but it is another option that could work in some situations.

Commissioner Cameron-Lattek said she was happy to be on the Planning Commission. She is interested in the housing challenges in Astoria. She has lived in two neighborhoods that experienced a lot of gentrification while she was there and she has seen some of the challenges that neighborhoods can go through as cities change quickly. She is excited to be part of the process in Astoria. She noted that some of the listings on Airbnb state the entire unit is for rent. That situation might look like it is in violation of City Code, but those units could just be a separate space in a home and are not necessarily in a house not occupied by the owner.

Vice President Easom believed there were illegal vacation rentals and until City Council provides Staff to regulate and investigate them, the Planning Commission is up against a wall.

STAFF UPDATES:

Planner Ferber updated the Commission on the following:

- Staff Retirements - Sherri Williams and Julie Yuill
- Accessory Dwelling Unit ordinance – City Council review on Monday, March 20th
- Advance Astoria – Upcoming Events
 - March 9th - Advisory Committee Meeting, 6:30 pm to 8:30 pm at Reachbreak Brewery, RSVP
 - March 11th – Pop up during Art Walk, 5:00 pm to 8:00 pm at the former Curious Caterpillar
 - April 13th – Community Forum 6:30 pm to 8:30 pm at Hampton Inn
 - April 25th and May 2nd – tentative dates for APC work sessions to review economic development
 - May 23rd– Planning Commission hearing
 - CEDR Awards – Still taking nominations
 - Community Survey – Still available on the City website and has been incentivized with an option to win gift cards to local breweries
- Commissioner Training – Staff is working on scheduling refresher training for the Commission
- CLG Restoration Grant - \$11,000 available to homeowners in Uniontown for façade improvements completed by July

Commissioner Spence commented on Ms. Williams' tenure with the City and said she would be missed.

MISCELLANEOUS:

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.

PUBLIC COMMENTS:

Unidentified Male Speaker asked when CLG funds would be made available to other areas of the city. Planner Ferber explained she already had a waiting list and she would know within the next month or two if funds would be available to neighborhoods other than Uniontown.

Rick Culver, 3506 Harrison, Astoria, said he moved to his current home in 1979 and the neighborhood is turning into a short-term rental and vacation home neighborhood, especially during tourist season. The neighborhood is very congested with traffic. Buoy 10 guides have purchased homes and bring their clients into the area. They park their boats on the streets and sidewalks along Franklin. The neighborhood is now a non-resident neighborhood. He raised three children who no longer live in Astoria and he plans to tell his grandson not to stay because the neighborhood is not for residents any more. He has lived on the coast his entire life and has seen this situation in Newport, Lincoln City, Seaside, Gearhart, and now Astoria. If the Commission wants to keep the neighborhood residential, he suggested short-term rentals be limited. The number of short-term rentals could be expanded later on, but Astoria is no longer a residential town. He owns a vacant lot that is buildable, but he does not plan to build a house on it to maintain his view. He allows his neighbors to have access through the lot, but now that there are short term rentals he must pick up hypodermic needles and dog waste is thrown into is flower beds. He confirmed that he lives one block from the *Free Willy* house, two blocks from the *Kindergarten Cop* house, and four blocks from the *Goonies* house. Maps of the neighborhood are bad, so people are always asking him for directions to the *Goonies* house. He lives on a flat street and has a few neighbors with small

children that play basketball, but the area is not safe anymore. Astoria will grow, but the City should keep the growth slow.

Commissioner Mitchell asked Mr. Culver how many short-term rentals he believed were in his neighborhood. Mr. Culver said a vacant house just sold and he believed there were a small number of short-term rentals right now. However, homes that used to be residential are now second homes and rentals. He recently had people walk into his house and he had to call the police.

Commissioner Mitchell said she found it difficult to park on the street when visiting someone in that neighborhood. The street is narrow, so people will park on the sidewalk. Mr. Culver noted the streets of Astoria were not built for many types of vehicles and it is common to park on sidewalks. This means residents have to walk on the streets. He asked that short-term rentals be limited. A lot of houses in the area have been sold and turned into rentals.

Commissioner Moore asked Mr. Culver what he meant by short-term rental. Mr. Culver confirmed the rentals could be weekly or daily, especially during the summer time and during events. Many people from Portland and Seattle own the homes and they come to Astoria with their guests for events. The neighborhood gets congested. Commissioner Moore asked Mr. Culver to repeat these comments at a City Council meeting.

Luanne Farrar, 3520 Harrison, Astoria, said she has lived in her current home for 10 years. She believed the neighborhood was very quiet and peaceful and did not seem to notice the problems Mr. Culver mentioned. She has considered Airbnb because she has many guests that come to stay in her home. Last year, she hosted two groups of people who were in transition; they stayed in her home for six weeks. She is in an R-2 zone, her home and driveway would qualify, and she wanted regulations to apply to her visitors. Her guests are very quiet and sharing her home with people short term has been a lovely experience. She would like to have a license and be regulated, so she planned to apply. People always come to stay with her and sometimes they give her money. She is never sure what to ask for. She empathized with Mr. Culver, but said she has never experienced the problems in her neighborhood. She is okay with people staying all night, she works at home, and she enjoyed having people stay with her for six weeks.

Katrina Gasser, 774 Alameda Ave., Astoria, said this was her first time hearing about how Airbnb impacted people, so she took a few notes. Hosting on Airbnb has had a significant financial impact on her family. She would not normally rent out her space and it was difficult to get her husband to rent out the basement until he learned more about Airbnb. The guests have a separate entrance and she does not want guests in her kitchen. She did not think about food safety and just wanted her own space. Maybe later she would put in a kitchen and rent the space out, but currently, hosting on Airbnb has been an adjustment for her family. Airbnb has been a good fit for her family and none of the neighbors have been disrupted. She has three children who run around the yard and her guests are quieter than her children are. Staying at a bed and breakfast offers an experience different from staying in her basement. She might offer a microwaveable sausage for her guests, but guests at a bed and breakfast might get waffles with strawberries and someone to talk with in the morning. She does not want to take away from anyone else's income, but her business is viable, too. Her business brings people to the area and she can encourage guests to stay in different places. She is a fifth generation Astorian and loves her community. All of her reviews reflect that love because she brags about her hometown. She would look for ways to support other businesses in the industry because she wanted to make sure there is room for everyone who offers these services.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:52 pm.

APPROVED:

Community Development Director



AGENDA

TRAFFIC SAFETY ADVISORY COMMITTEE

April 25th, 2017

6:30 p.m.

Note Location Change:

450 10th Street • Astoria OR 97103

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES
 - a. February 28, 2017
4. PROJECT UPDATES
 - a. Bond Street Retaining Wall Update
5. NEW BUSINESS
6. REPORT OF OFFICERS
7. PUBLIC COMMENTS
8. ADJOURNMENT

**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.**

ASTORIA TRAFFIC SAFETY ADVISORY COMMITTEE

Astoria City Hall

February 28, 2017

CALL TO ORDER:

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

ROLL CALL:

Commissioners Present: Vice President Kent Easom, Jennifer Cameron-Lattek, Sean Fitzpatrick, Daryl Moore, Jan Mitchell and Frank Spence

Commissioners Excused: President David Pearson

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

APPROVAL OF MINUTES:

Commissioner Mitchell moved that the Traffic Safety Committee approve the minutes of October 25, 2017 as presented, seconded by Commissioner Moore. Motion passed 5 to 0 to 1 with Commissioner Cameron-Lattek abstaining.

PROJECT UPDATES: There were none.

NEW BUSINESS:

Item 5(a): Speed Complaints – Emerald Heights

SGT Randall said a reader board was placed on Nimitz Drive about a month ago. It is facing north and out of the Emerald Heights neighborhood. Speeds are not high, likely because the street is narrow and on a hill.

REPORTS OF OFFICERS/COMMISSIONERS:

Commissioner Mitchell said she wanted an update on the intersection of Bond and 3rd Street.

PUBLIC COMMENTS:

Lois Dupet, P.O. Box 82, Astoria, said she was not a permanent resident of the county, but had a transportation services vehicle permit and drives a medical shuttle. She believed the TSC was aware of the crosswalk issues in Astoria because people have been killed. She asked the Commission to find out if the parking spaces next to the crosswalks complied with State law. She believed the State required 20 feet between a parking space and a crosswalk, but there is one parking space in Astoria that is only one inch from the crosswalk. When a truck or large vehicle is parked in a space next to a crosswalk, drivers cannot see pedestrians crossing. The City needs to bring their parking spaces into compliance with the law before someone sues the City.

SGT Randall confirmed he would contact Ms. Dupet with the information she requested.

ADJOURNMENT:

There being no further business, the meeting was adjourned to convene the Planning Commission Meeting at 6:35 pm.

ATTEST:

APPROVED:

Secretary

City Manager

STAFF REPORT AND FINDINGS OF FACT

April 18, 2017

TO: ASTORIA PLANNING COMMISSION

FROM: NANCY FERBER, PLANNER 

SUBJECT: CONDITIONAL USE REQUEST (CU17-03) BY DAVID SUNDQUIST TO OPERATE A TWO BEDROOM HOME STAY LODGING IN AN EXISTING SINGLE FAMILY DWELLING AT 66 W. GRAND AVENUE

I. Background

- A. Applicant: David Sundquist
66 W. Grand Ave.
Astoria, OR 97103
- B. Owner: David H. and Stacy Sundquist
66 W Grand Ave.
Astoria, OR 97103
- C. Location: 66 W. Grand Ave; Map T8N-R9W Section 7DC, Tax Lot 9200;
Lots 7 & 8, Block 2
- D. Zone: R-1, Low Density Residential
- E. Lot Size: Two irregularly shaped lots (17,376 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: Home Occupation type A for operating a contracting business,
variance V98-19 to construct the single family dwelling within five
feet of the
rear
property
line.



II. BACKGROUND

A. Site

The residence is located on the North side of W. Grand Avenue on the windy portion of W. Grand Avenue between Lincoln Street to the west, and 1st Street to the east. The lot slopes down from the south property line away from the street. There is a difference of slope ranging from approximately 20 to 50 percent downward. In September 1998, at the time of construction, a variance from the required rear setback was granted due to the topography and the narrow lot depth.

West Grand Avenue has a 50 foot right-of-way with an existing 20 foot paving width. The road winds around the north ridge of the west hills area of Astoria. The paved street is not centered in the right-of-way in several areas due to the sloping topography. The area is developed with single family dwellings, many of which do not meet minimum front or rear yard setbacks due to steep slopes.

The house faces south with a driveway and garage access off W. Grand and additional parking available on the east end of the lot on packed gravel.



B. Adjacent Neighborhood

Additional packed gravel parking area

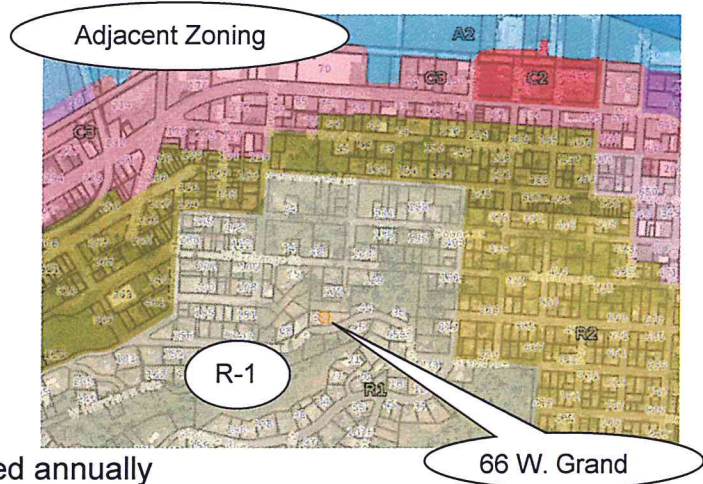
The neighborhood is developed with primarily single-family dwellings. The site is one large tax lot comprised of two parcels with a total of 17,376 square feet. The adjacent neighborhood is R-1, extending north to Commercial Street. See adjacent zoning map on page 3.

C. Proposal

The applicant requests a conditional use 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 March 27, 2017. A notice of public hearing was published in the *Daily Astorian* on April 14, 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."*

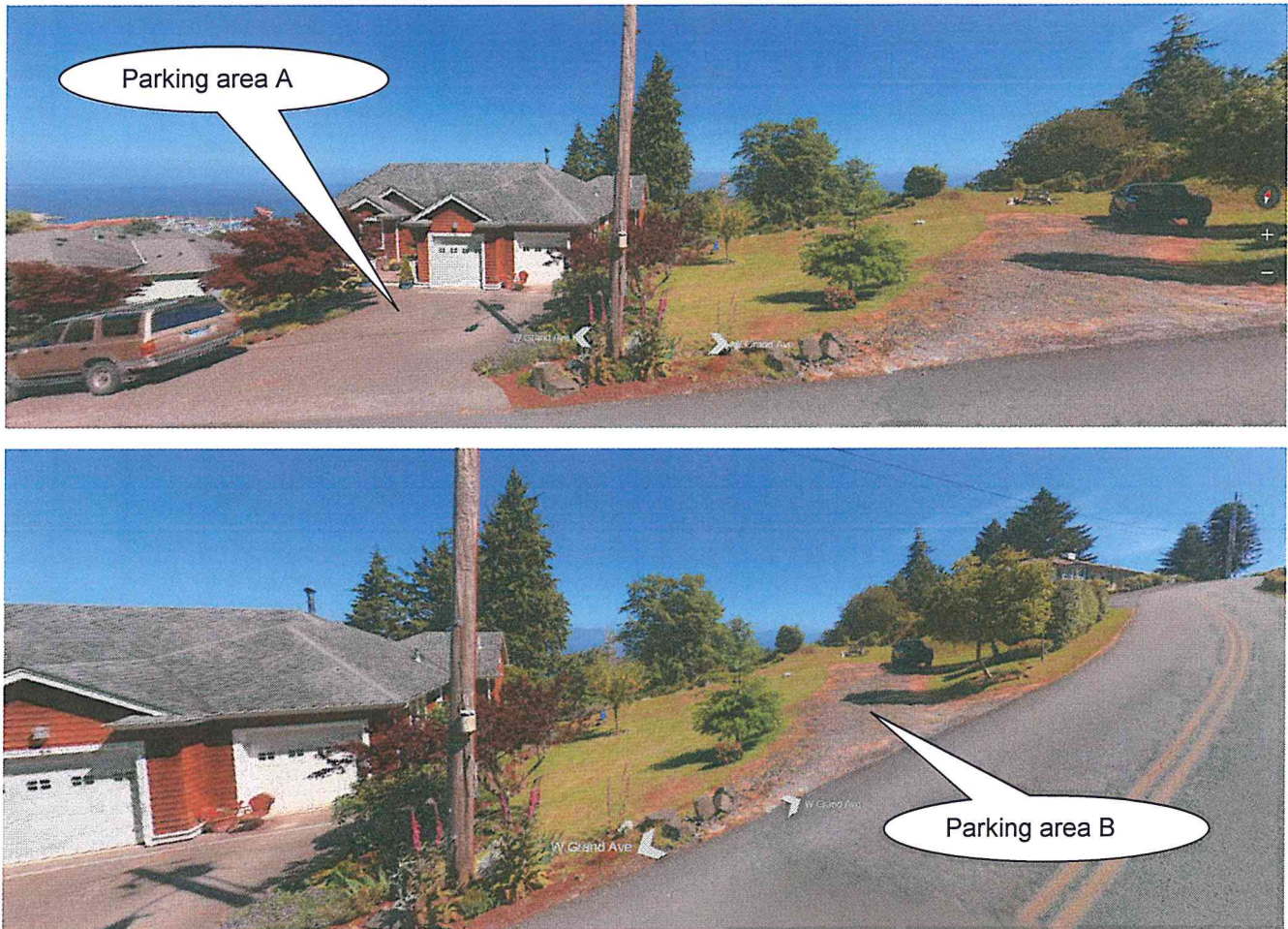
Section 2.025(8) allows "Home Stay Lodging" as a Conditional Use in the R-1 Zone, in accordance with Article 11 concerning Conditional Uses.

Finding: The applicant proposes to utilize 1,500 square feet of finished basement with two bedrooms 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, 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.

Four parking areas are available. Parking area "A" utilizes two garage spaces, and two additional spaces in the driveway which fulfills the parking requirements. Although, one garage space is currently utilized for storage, the applicant has ample parking space available on the property, in parking area "B" shown below. Additional parking details and dimensions are addressed in section D. #2



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. 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, so 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. A Home Stay Lodging is a 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. Any interior construction or remodeling may require building permits.

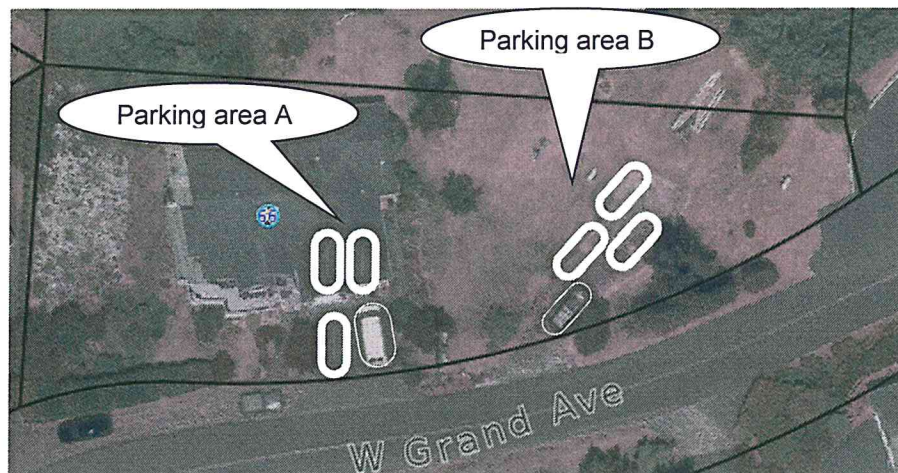
Since 2010, the Community Development Department has received six Conditional Use Permit requests for Home Stay lodging. There is availability in other zones that allow Home Stay lodging as an outright use. These sites in more dense residential areas are often limited by the off-street parking requirement. Allowing a seventh 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. Prior to guests arriving at the site, the applicant shall communicate detailed instructions to guests about 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. While the applicant has the required square footage for parking in the garages and the driveway, realistically guests are likely to utilize parking area B.

The paved garage driveway in parking area A has an apron approximately 34' wide x 20' deep with additional parking available in the two garages. The graveled parking area B is approximately 60' deep and 20' 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, all of which would fit parking area B.

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 two bedrooms 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 he will need to submit the appropriate paperwork prior to operation.

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. Prior to increased use on the packed gravel parking area, the driveway design shall comply with site distance requirements in City Code and will need vision clearance verified by Public Works staff.
7. 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 2/28/17 ^{Credit} By UF

No. CU 17-033

Fee: \$250.00

CONDITIONAL USE APPLICATION

Property Address: 66 W. Grand Astoria

Lot 748 Block 2 Subdivision _____

Map 7dc Tax Lot 9200 Zone R-1

Applicant Name: David Sundquist

Mailing Address: 66 W. Grand Astoria

Phone: 503-440-0300 Business Phone: 503-440-0300 Email: DSundquist66@gmail.com ^{msn}

Property Owner's Name: David Sundquist

Mailing Address: 66 W. Grand Astoria

Business Name (if applicable): _____

Signature of Applicant: W. C. Left Date: _____

Signature of Property Owner: W. C. Left Date: _____

Existing Use: Single Family

Proposed Use: Open Home Stay Lodging with 2 bedrooms in existing SFD

Square Footage of Building/Site: 1,500 sq ft in basement

Proposed Off-Street Parking Spaces: 2 on adjacent lot with packed gravel

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:

Pre-App 3/1/17 ✓

Application Complete:	<u>3-1-17</u>	Permit Info Into D-Base:	
Labels Prepared:		Tentative APC Meeting Date:	<u>4/25/17</u>
120 Days:	<u>6/29/17</u>		

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.

Two existing parking spaces in front of the house plus a 23' x 24' garage and additional space on the lot for up to 4 more on packed gravel area.

- 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.

See attached parking plan

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

No additional bathroom

- 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.

N/A

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

• Use will utilize an existing single family dwelling

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



DISCLAIMER: The information provided within this GIS application comes to you from City of Astoria, Oregon. This GIS application is not an official source of information. The spatial data contained within this GIS application do not originate from Clatsop County, and Clatsop County does not have any responsibility for its content or use. GIS applications like this are intended for a visual display of data and do not carry legal authority to determine a boundary or the location of land works, including parcels of land and an intended as a location reference for a location reference. The maps cannot serve as a substitute for site-specific investigations by qualified practitioners. Site-specific data may give results that differ from those shown on the maps. And this GIS application cannot be used as a substitute for a professional land survey or official source of information. Contact the Clatsop County Assessor's Office for more information. By using this GIS application as a source of information, you must agree to accept any liability and limitation both known and unknown. City of Astoria, Oregon provides this GIS map on an "as is" basis without warranty of any kind, expressed or implied, including but not limited to warranties of merchantability or fitness for a particular purpose, and assumes no responsibility for any errors, omissions, or inaccuracies in the information provided regardless of how caused. Furthermore by accepting these conditions for use, you must also agree to indemnify, defend against, and hold City of Astoria, Oregon harmless for any claim or other liability imposed on City of Astoria, Oregon that may arise from use of this GIS application. City of Astoria, Oregon assumes no liability for any decisions made in Astoria based on or not based on the use of the GIS application.

AB6235

CITY OF ASTORIA

NOTICE OF PUBLIC HEARING

The City of Astoria Planning Commission will hold a public hearing on Tuesday, April 25, 2017 at 6:30 p.m., in the Flag Room at the Astoria Public Library, 450 10th Street, Astoria. The purpose of the hearing is to consider the following request(s):

1. Conditional Use CU17-03 by David Sundquist to operate a home-stay lodging with 2 bedrooms in an existing single family dwelling at 66 W. Grand in the R-1, Low Density Residential zone.

For information, call or write the Community Development Department, 1095 Duane St., Astoria OR 97103, phone 503-338-5183.

The location of the hearing is accessible to the handicapped. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting the Community Development Department at 503-338-5183 48 hours prior to the meeting.

The Astoria Planning Commission reserves the right to modify the proposal or to continue the hearing to another date and time. If the hearing is continued, no further public notice will be provided.

THE CITY OF ASTORIA

Anna Stampler, Administrative Assistant

Published: April 14th, 2017

**YOU ARE RECEIVING THIS NOTICE BECAUSE THERE IS A
PROPOSED LAND USE APPLICATION NEAR YOUR PROPERTY IN ASTORIA**

CITY OF ASTORIA
NOTICE OF PUBLIC HEARING

Mail	3/27/17
Email	4/11/17
HEARING	4/11/17

The City of Astoria Planning Commission will hold a public hearing on Tuesday, April 25, 2017 at 6:30 p.m., in the Flag Room at the Astoria Public Library, 450 10th Street, Astoria. The purpose of the hearing is to consider the following request(s):

1. Conditional Use CU17-03 by David Sundquist to operate a home-stay lodging with 2 bedrooms in an existing single family dwelling at 66 W. Grand Ave (Map 7DC, Tax Lot(s) 9200, 11900; Lot(s) 7,8 Block 2 in the R-1, Low Density Residential zone. Development Code Standards 2.015-2.050, Articles 7, 9, and 11 and Comprehensive Plan Sections CP.005-CP.025, CP.030-CP.035, CP.190-CP.210, and CP.215-CP.230 are applicable to the request.

A copy of the application, all documents and evidence relied upon by the applicant, the staff report, and applicable criteria are available for inspection at no cost and will be provided at reasonable cost. A copy of the staff report will be available at least seven days prior to the hearing and are available for inspection at no cost and will be provided at reasonable cost. All such documents and information are available at the Community Development Department at 1095 Duane Street, Astoria. If additional documents or evidence are provided in support of the application, any party shall be entitled to a continuance of the hearing. Contact the Planner at 503-338-5183 for additional information.


The location of the hearing is accessible to the handicapped. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting the Community Development Department at 503-338-5183 48 hours prior to the meeting.

All interested persons are invited to express their opinion for or against the request(s) at the hearing or by letter addressed to the Planning Commission, 1095 Duane St., Astoria OR 97103. Testimony and evidence must be directed toward the applicable criteria identified above or other criteria of the Comprehensive Plan or land use regulation which you believe apply to the decision. Failure to raise an issue with sufficient specificity to afford the Planning Commission and the parties an opportunity to respond to the issue precludes an appeal based on that issue.

The Planning Commission's ruling may be appealed to the City Council by the applicant, a party to the hearing, or by a party who responded in writing, by filing a Notice of Appeal within 15 days after the Planning Commission's decision is mailed. Appellants should contact the Community Development Department concerning specific procedures for filing an appeal with the City. If an appeal is not filed with the City within the 15 day period, the decision of the Planning Commission shall be final.

The public hearing, as conducted by the Planning Commission, will include a review of the application and presentation of the staff report, opportunity for presentations by the applicant and those in favor of the request, those in opposition to the request, and deliberation and decision by the Planning Commission. The Planning Commission reserves the right to modify the proposal or to continue the hearing to another date and time. If the hearing is continued, no further public notice will be provided.

THE CITY OF ASTORIA


Anna Stamper
Administrative Assistant

MAIL: March 27, 2017

ECONOMIC ELEMENT

CP.190. Economic Element Background Summary.

As the largest City, and the county seat of Clatsop County, Astoria's economy is reflected in that of the region. There is heavy reliance on the natural resources of the area including timber, fish, and shipping. As the commercial and governmental center of the region, retail and wholesale trade is important to the City. Government activities, including education, the US Coast Guard, the Tongue Point Job Corps Center, and State and local government facilities are a significant part of the local economy. As the financial, cultural, and medical center of the region, the community college, hospital, clinics, and related facilities employ a large number of professional people.

Astoria's economy is evolving from one based on natural resources, primarily fishing, seafood processing, wood products, shipping, and water transportation, to trade and services. The growth of tourism is an important part of Astoria's redevelopment. Tourism related income in the County grew at over 6% annually during the period 1991 to 1995, to over \$250 million; and to over \$397 million in 2010. Employment in trade increased over 70% between 1983 and 1996, while employment in lumber and wood products decreased 28% during the same period. (Source: Clatsop Economic Development Commission 1997 report on Employment Department, Bureau of Labor statistics, and Oregon Tourism Commission for 2010.)

The City maintains a significant underutilized inventory of lands especially suited for water dependent development, including the Port of Astoria docks, North Tongue Point, and South Tongue Point. The Port is attempting to find replacement uses for areas formerly devoted to log exports, and other maritime uses. The Oregon Division of State Lands has leased North Tongue Point to Port of Astoria in an attempt to attract industrial users. A large inventory of industrial land was created at South Tongue Point in conjunction with the Marine and Environmental Research and Training Station (MERTS). The changing nature of the economy indicates that many areas formerly used for water dependent or water related development, are no longer needed or desirable for shipping or other activities requiring access to the Columbia River channel.

Rail services to Astoria was formally discontinued in 1996 when the Burlington Northern Railroad filed to abandon the rail line from Tongue Point through Astoria. In February 1997, the Federal Surface Transportation Board applied an "Interim Trail Use Condition" on the approximate seven mile line within the City limits through the National Rails-to-Trails Act. The Burlington Northern Santa Fe Railroad donated the right-of-way of the Astoria line from Willbridge Junction in Portland to Tongue Point. During this same time, the track structures and operating rights were sold to the Portland and Western Railroad which is certified by the Federal Surface Transportation Board as the common carrier operating a line.

City of Astoria
Comprehensive Plan

CP.195

Because of Astoria's water orientation, the Port of Astoria plays an important role in the City's economy. The Port owns approximately 170 acres within the City, and employs approximately 23 people. The Port renewed log exports at the Port piers in 2011.

[CP.190 amended by Ordinance 98-04, 5-4-98; amended by Ordinance 11-07, 7-5-11]

CP.195. Conclusions and Problems.

1. Astoria is still the commercial center of the region, but commercial expansion in Warrenton has affected downtown businesses. The perceived lack of parking space is one major factor. The lack of land for expansion has adversely affected businesses looking for new locations. Although the downtown is not in a period of decline, there are several large commercial buildings that are presently unused or underused.

[CP.195.1 amended by Ordinance 11-07, 7-5-11]

2. Much of new downtown development is toward the waterfront. The success of new business locating in this area, the demand for old buildings to be renovated, and the interest in the "People Places" concept, River Trail, and Riverfront Vision Plan attests to this trend. There is a potential conflict between commercial activities and marine industry. Land and water use policies should protect those areas which have marine industrial potential, but trends in the industry such as containerization has shifted demand away from the downtown area to areas such as Tongue Point.

[CP.195.1 amended by Ordinance 11-07, 7-5-11]

3. The "People Places" concept raises questions about construction costs, maintenance and liability. However, its value in bringing tourists to the downtown, raising property values, and increasing the vitality of the area is well established. Other improvements in the downtown area did not meet voter approval in the past, including parking expansion. Future improvements may be dependent on sources of funding other than property taxes.
4. The distinction between general commercial, tourist commercial, central commercial and to some extent even industrial zoning seems to be increasingly blurred in the City's zoning scheme: there are automobile sales lots in both central and tourist commercial zones, trailer parks, and multi-family dwellings in the industrial zone. Revision of the Comprehensive Plan and Development Code needs to address this question: Does the City wish to have one zone for industrial/commercial uses, or does it wish to protect certain areas for certain uses?

City of Astoria
Comprehensive Plan

CP.195

[CP.195.4 Amended by Ordinance 98-04, 5-4-98; amended by Ordinance 11-07, 7-5-11]

5. *[CP.195.5 Deleted by Ordinance 98-04, 5-4-98]*
6. Astoria's economy is significantly affected by forces well beyond the City's control. These include the current condition of ocean resources, State and Federal policies, forest practices both on private and public timber lands, international trade policies, and the prospects for oil production in off-shore Alaska and California. The Port of Astoria, a special district which falls under the purview of the City's Comprehensive Plan, has a powerful effect on the local economy. As yet, the Port has not realized its potential for the generation of jobs and income in the community. The Chamber of Commerce, which is supported to some extent by the City, is concerned with the economy of the area. Many communities participate in the Clatsop County Economic Development Resources (CEDR) group for coordinated efforts concerning economic development projects, the Columbia River Estuary Study Taskforce (CREST), and other local and regional economic development agencies. These groups have been successful in obtaining grants for projects such as the Youngs Bay Salmon Enhancement program, the "People Places" study, and the obtaining of an additional Coast Guard cutter.

[CP.195.6 amended by Ordinance 11-07, 7-5-11]

7. Tourism in Clatsop County has increased in recent years, and the Astoria area has been the recipient of some of this economic activity. Astoria is becoming a "destination" like the communities on the ocean beaches. The quantity of lodging facilities in the City have increased in recent years to accommodate the needs except during peak tourist times. The Columbia River Maritime Museum is a major tourist attraction. In recent years, there has been construction of private facilities which can accommodate moderate sized gatherings and conventions. Tourism is an economic activity which has several disadvantages, such as low wages, and seasonality. However, Astoria has a highly seasonal work force which tourism, particularly the convention business during the winter, could counteract. Astoria has begun to capitalize on its scenic, historic character; proper emphasis on it through advertising and public projects has the potential of stimulating the City's tourist economy.

[CP.195.7 amended by Ordinance 11-07, 7-5-11]

City of Astoria
Comprehensive Plan

CP.200

CP.200. Economic Development Goal 1 and Goal 1 Policies.

Goal:

The City of Astoria will strengthen improve, and diversify the area's economy to increase local employment opportunities.

[CP.200 amended by Ordinance 11-07, 7-5-11]

Policies:

1. Encourage, support, and assist existing businesses.
2. Provide support to local start-up businesses.
3. Seek the input of local businesses and carefully consider the economic impacts of proposed programs, regulations and decisions related to implementing the community's comprehensive plan.
4. Encourage private development such as retail, restaurants, commercial services, transient lodging.
5. Provide a supportive environment for new business.
6. Encourage a diversity of businesses, target firms to add to the business mix and strengthen the overall economic base.
7. Encourage and support local industrial development in order to diversify beyond the City's predominant industrial sectors, while maintaining strong support for these sectors.
8. Broaden the economy to help balance the seasonal nature of existing industries and employment.
9. Encourage the broadening of the economy, particularly in areas which help balance the seasonal nature of existing industries.

[CP.200.1 to CP.200.9 added by Ordinance 11-07, 7-5-11]

CP.201. Economic Development Goal 2 and Goal 2 Policies.

Goal:

Promote cooperative economic development partnerships.

[CP.201 added by Ordinance 11-07, 7-5-11]

Policies:

1. Actively coordinate with the Astoria Downtown Historic District Association, the Port of Astoria, the Chamber of Commerce, and other local and regional groups involved in economic development.
2. Participate in and support regional economic development plans/programs.

[CP.201.1 to CP.201.2 added by Ordinance 11-07, 7-5-11]

CP.202. Economic Development Goal 3 and Goal 3 Policies.

Goal:

Strengthen the City's downtown core as the retail center of the region, with the support from the Astoria Downtown Historic District Association.

[CP.202 amended by Ordinance 11-07, 7-5-11]

Policies:

1. Promote Astoria's downtown core. The downtown core of Astoria, generally extending from 6th to 16th Streets, and from the waterfront to Exchange Street is the retail, service and governmental center of the region.
2. Continue to work toward establishing public parking areas in the downtown area.
3. Support the efforts of the downtown merchants to improve the appearance of the commercial core. Maintain and enhance all public infrastructures to create a pleasant and convenient business environment including elements such as signage, pocket parks, sidewalks and parking lots.
4. Promote upper story/high density housing in the downtown existing and new construction.
5. Ensure zoning allows for higher density, mixed-use development in the commercial core.

[CP.202.1 to CP.202.5 added by Ordinance 11-07, 7-5-11]

6. To develop a Heritage Square on the block bounded by 11th, 12th, Duane, and Exchange Streets (formerly the site of the Safeway store) as a recreational facility that will help to stimulate the revitalization of downtown, support the Astoria Sunday Market, and increase property values in the Astor-East Urban Renewal District. Parking will be included within the block design.

City of Astoria
Comprehensive Plan

CP.204

[CP.202.6 added by Ordinance 12-04, 2-6-12]

CP.203. Economic Development Goal 4 and Goal 4 Policies.

Goal:

Continue to encourage water-dependent industries to locate where there is deep water, adequate back-up space, and adequate public facilities.

Policies:

1. Maintain areas of the City in order to provide sufficient land for water dependent as well as non-water dependent industries.

[CP.203 amended by Ordinance 11-07, 7-5-11]

CP.204. Economic Development Goal 5 and Goal 5 Policies.

Goal:

Encourage the preservation of Astoria's historic buildings, neighborhoods and sites and unique waterfront location in order to attract visitors and new industry.

Policies:

1. Provide public access to the waterfront wherever feasible and protect existing access. The importance of the downtown waterfront in terms of aesthetics, public access and business improvement cannot be overemphasized. The City supports the concept of the "People Places Plan," and encourages local organizations in the construction and maintenance of waterfront parks and viewing areas.

[CP.204.1 amended by Ordinance 11-07, 7-5-11]

2. The City will use the Gateway Master Plan as the guiding document for redevelopment of the Gateway Overlay Area.

[CP.205.4 amended by Ordinance 98-04, 5-4-98; renumbered and amended by Ordinance 11-07, 7-5-11]

3. Encourage the growth of tourism as a part of the economy.
 - a. Consider zoning standards that improve the attractiveness of the City, including designation of historic districts, stronger landscaping requirements for new construction, and Design Review requirements.

City of Astoria
Comprehensive Plan

CP.205

[CP.205.5 amended by Ordinance 85-08, 5-6-85; renumbered and amended by Ordinance 11-07, 7-5-11]

4. Protect historic resources such as downtown buildings to maintain local character and attract visitors.

CP.205. Economic Development Goal 6.

Goal:

Maintain a system of public facilities and services capable of supporting existing and future industry, and commercial development.

[Section CP.200 amended by Ordinance 85-08, 5-6-85; renumbered and amended by Ordinance 11-07, 7-5-11]

[Section CP.205.1 to CP.205.6 amended by Ordinance 85-08, 5-6-85; deleted as CP.205, amended and renumbered by Ordinance 11-07, 7-5-11]

CP.206. Economic Development Goal 7 and Goal 7 Policies.

Goal:

Encourage successful home-based businesses.

[CP.206 added by Ordinance 11-07, 7-5-11]

Policies:

1. Encourage home occupations, cottage industries and activities which have little impact on the surrounding neighborhoods through the City's Development Code.
2. Encourage provision of support services needed by home-based businesses.

[CP.206.1 to CP.206.2 added by Ordinance 11-07, 7-5-11]

CP.207. Economic Development Goal 8 and Goal 8 Policies.

Goal:

Be prepared for business growth with ready properties.

City of Astoria
Comprehensive Plan

CP.208

[CP.207 added by Ordinance 11-07, 7-5-11]

Policies:

1. Support the development and maintenance of property inventory.
2. Maintain an adequate supply of vacant commercial, industrial and waterfront development property to provide for the economic growth of the community.
3. Ensure an adequate supply of employment lands with areas large enough to meet the objectives needed for commercial uses, but not so large as to affect adjacent residential neighborhoods.
4. Support efforts to consolidate parcels, where appropriate to meet business needs for larger properties.

[CP.207.1 to CP.207.4 added by Ordinance 11-07, 7-5-11]

CP.208. Economic Development Strategies and Actions.

1. Regularly update the City's Buildable Lands Inventory.
2. Make the City's Buildable Lands Inventory and maps readily accessible to prospective employers and developers of commercial and industrial properties.
3. Work proactively with prospective employers to identify suitable sites for future development, including opportunities to consolidate groups of smaller parcels into larger developable sites.
4. Conduct neighborhood, sub-area, or specific area planning processes to identify site-specific opportunities for future business and employment uses.
5. Update home occupation ordinance provisions as needed to encourage home occupations but limit associated negative impacts such as traffic, on-street parking, and noise.
6. Investigate public-private partnerships to actively support a strong commercial core.
7. Work with the Chamber of Commerce and other local and regional economic development groups to develop market fact sheets and marketing packets with highlights of the demographic and retail market analysis.
8. Prepare and maintain a current, up-to-date, inventory of available buildings and land with complete data, including price, features, utilities, infrastructure, maps, photos or contact information. If selected properties are known to soon be

City of Astoria
Comprehensive Plan

CP.210

vacant, include those in the review. Determine which properties are ready for occupancy and which need renovation or complete site prep and development. Evaluate the condition, property owner attitude, price competitiveness and other factors to assess true market readiness.

9. Continue to use urban renewal district(s) and associated funding to support development in specific areas, including land assembly, public improvements and other similar efforts.

[CP.208.1 to CP.208.9 added by Ordinance 11-07, 7-5-11]

CP.210. Economic Development Recommendations.

1. In the City's waterfront areas, the City will continue to promote a combination of tourist oriented development, industrial development associated with the City's working waterfront and water-related and dependent industries, and distribution and sales of goods and services for Astoria residents and businesses. These efforts will be guided by and consistent with the Astoria Riverfront Vision Plan.

(Section CP.210.1 amended by Ord. 15-04, 6-15-15)

2. The City should evaluate its S-2, General Development Shoreland Zone to ensure that it permits a range of non-water dependent or non-water related uses. Or, the City should consider developing a separate manufacturing or industrial zone.
3. The City should consider allowing the location of small scale manufacturing or cottage industries in its General Commercial Zone, C-3, and Central Commercial Zone, C-4.
4. *[Section CP.210.4 deleted by Ordinance 11-07, 7-5-11]*
5. The City and business community should develop a cooperative program for strengthening and upgrading the core commercial area's competitive position.
6. The City's historic character is one of its major tourist attractions. Historic districts can form the focus for tourist oriented promotion. Therefore, the City should take a more active role in the designation of historic districts.

7. *[Section CP.210(7) deleted by Ordinance 98-04, 5-4-98]*

[Section CP.210 amended by Ordinance 85-08, 5-6-85]

ADVANCE ASTORIA

POTENTIAL ECONOMIC DEVELOPMENT STRATEGIES ECONOMIC DEVELOPMENT STRATEGIC PLAN

VISION

Astoria is the North Coast center for economic development and international commerce and seeks to be the sustainable leader and the urban center on the Oregon Coast to support family wage jobs, entrepreneurs, and private investment.

17

PLACE YOUR STICKERS IN THESE BOXES

Astoria is a North Coast leader for economic development and international commerce, and seeks to be the sustainable leader and urban center on the Lower Columbia to support family wage jobs, entrepreneurs, and private investment.

9

FOUNDATIONAL STRATEGIES

ASTORIA HOUSING STRATEGY

Use the forthcoming Astoria Housing Strategy to expand affordable housing options for all Astorians

7

COMPANY HOUSING PROGRAMS

Investigate the feasibility of formal and informal "company housing" programs, with partnerships between firms and local property owners

0

BRANDING

Undertake a comprehensive and coordinated City branding effort

5

WAYFINDING & PLACEMAKING

Identify a funding source for coordinated wayfinding and public realm improvements in Astoria's commercial areas

0

WORKFORCE DEVELOPMENT

Create a clearinghouse of employer-driven training programs through OSU Extension, CCC/MERTS, local and regional public schools and other institutions

4

INTERNSHIPS & APPRENTICESHIPS

Expand internship and apprenticeship programs to match local employer needs

1

MORE PARKING

Identify, assess and pursue options for increasing the number of available parking spaces in downtown Astoria

1

EXPAND TRANSPORTATION OPTIONS

Diversify opportunities for transportation into and out of Astoria through implementation of the Astoria Transportation System Plan (TSP) and long-term planning for passenger rail and Columbia River cruises

6

FLEXIBLE ZONING

Continue to provide flexibility in the interpretation of zoning requirements to allow appropriate uses in key commercial areas

5

ALTERNATIVE ZONING PARADIGMS

Consider form-based zoning codes that allow a broader range of uses while maintaining Astoria's unique character in key commercial areas

1

NEW BUSINESS ONBOARDING

Develop and implement a coordinated onboarding system for new and small businesses, in coordination with CEDR, ADHDA and other partners

2

ONLINE "PROPERTY FINDER"

Create an online "property finder" tool that markets vacant and potentially redevelopable sites in Astoria

9

BUSINESS ACCELERATOR

Support the creation of a not-for-profit, broad-spectrum business accelerator

1

EXPLORE AGGREGATORS

Explore the concept of aggregators to aid industry-specific distribution of productions from small Astoria-based companies to larger markets

1

LOCAL CROWD-SOURCING

Identify opportunities for a proprietary crowd-sourcing platform that allows local residents to invest in local start-ups and small business expansion

3

RECREATION ASSETS

Support an ecotourism model to expand outdoor recreation assets and increase visitation

5

ADVANCE ASTORIA

POTENTIAL ECONOMIC DEVELOPMENT STRATEGIES ECONOMIC DEVELOPMENT STRATEGIC PLAN

TARGET INDUSTRIES

FERMENTATION SCIENCE

Support the creation and/or expansion of a fermentation science program at CCC with support from OSU

HIGH-QUALITY WATER

Ensure the long-term supply of high-quality drinking water in Astoria

CRAFT BEVERAGE INCUBATOR

Support a shared-equipment incubator concept or "lease this brewery" model to support the creation and growth of new craft beverage establishments

BREWING COALITION

Create a "brewing coalition" to share knowledge and talent, and foster new initiatives to improve sustainability practices

SUPPORT SCIENTIFIC RESEARCH

Support sustainable resource practices for fish and wildlife populations that are linked to Astoria-based scientific initiatives

VALUE-ADDED PRODUCTS

Expand research and development on new value-added products and services that leverage traditional North Coast natural resources (e.g. cross-laminated timber, aquatic biomass)

SUPPORT MERTS

Increase support for MERTS by securing additional land, equipment, faculty or other resources

SUPPORT CMH

Ensure that Columbia Memorial Hospital can accommodate future growth through a master plan; including supportive zoning, targeted capital improvements and other tools

INCREASE WORKFORCE DEVELOPMENT

Ensure that employers in education and health care have access to a talented workforce through branding, recruitment, relocation incentives and other tools

R&D COALITION

Explore the creation of a "R&D coalition" to identify and harness synergies between institutions and industries

0
CRAFT BEVERAGE

2
CRAFT BEVERAGE

1
CRAFT BEVERAGE

2
CRAFT BEVERAGE

0
EDS, MEDS, R&D

12
EDS, MEDS, R&D

11
EDS, MEDS, R&D

2
EDS, MEDS, R&D

6
EDS, MEDS, R&D

0
EDS, MEDS, R&D

ADVOCACY

Regularly communicate the policy needs and positions of major educational and medical institutions in the appropriate state forums

MARITIME CENTER OF EXCELLENCE

Pursue federal designation as a "Maritime Center of Excellence" for South Tongue Point

SECURE TRAINING EQUIPMENT

Fund the purchase of the necessary equipment to expand training of workers in the maritime industry cluster

NORTH TONGUE POINT

Support proactive planning for the future use of Port property at North Tongue Point

SUPPORT RECRUITMENT

Aid local companies in recruiting workers for seasonal and permanent job openings

ETSY GUILD

Create an "Etsy guild" to share knowledge, cross-represent products, improve business practices and foster new initiatives

SHARED COMMERCIAL KITCHEN

Assess the feasibility of a shared commercial kitchen for local value-added producers

MAKER SPACE

Support the creation of a "maker" or co-working space in Astoria

STARTUP CHALLENGE

Plan and host a "startup challenge" to spur innovation and increase the visibility of locally-produced products

BRANDING

Establish and communicate a "made in Astoria" brand for locally-made products

1
EDS, MEDS, R&D

1
MARITIME

3
MARITIME

7
MARITIME

2
MARITIME

0
ENTREPRENEURSHIP & MICROENTERPRISE

2
ENTREPRENEURSHIP & MICROENTERPRISE

8
ENTREPRENEURSHIP & MICROENTERPRISE

4
ENTREPRENEURSHIP & MICROENTERPRISE

5
ENTREPRENEURSHIP & MICROENTERPRISE

ADVANCE ASTORIA

POTENTIAL ECONOMIC DEVELOPMENT STRATEGIES ECONOMIC DEVELOPMENT STRATEGIC PLAN

TARGET INDUSTRIES (CONTINUED)

PITCH EVENT

Support the creation of a pitch event ("Salmon Run" or "Fish Bowl") for aspiring entrepreneurs who need additional resources

0
ENTREPRENEURSHIP &
MICROENTERPRISE

ZONING & INFRASTRUCTURE

Identify zoning and infrastructure-related challenges to the expansion of maritime and supporting uses on appropriate lands in Astoria

6
SEAFOOD PROCESSING

BROADBAND

Ensure reliable broadband provision to homes and businesses in Astoria

17
ENTREPRENEURSHIP &
MICROENTERPRISE

VALUE-ADDED SEAFOOD

Promote innovative value-added seafood products, including pre-packaged goods (e.g. "fishpeople")

4
SEAFOOD PROCESSING

SMALL BIZ BOOT CAMP

Explore the potential for small business boot camps and leverage the knowledge of established entrepreneurs to provide instruction

4
ENTREPRENEURSHIP &
MICROENTERPRISE

SUSTAINABILITY SUCCESSES

Communicate sustainability and conservation-related successes in fisheries management

3
SEAFOOD PROCESSING

RURAL OPPORTUNITIES INITIATIVE

Apply for Business Oregon's Rural Opportunities Initiative to bring more resources to entrepreneurs

4
ENTREPRENEURSHIP &
MICROENTERPRISE

SEAFOOD RESEARCH

Identify research practices that can advance the industry and encourage innovation in product development

2
SEAFOOD PROCESSING

WHAT DID WE MISS? WRITE IT IN HERE!

-- Partnering with companies to provide quality and affordable childcare.

--The Maritime Center for Excellence should reference Clatsop Community College MERTS Campus.

--(In the vision statement) please don't use "Urban." Astoria benefits from rural designation and "urban" implies more resources than are available.