



# **AGENDA**

## **TRAFFIC SAFETY ADVISORY COMMITTEE**

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**July 25th, 2017  
6:30 p.m.  
2<sup>nd</sup> Floor Council Chamber  
1095 Duane Street, Astoria OR 97103**

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES
  - a. April 25, 2017
4. PROJECT UPDATES
  - a. Update on Log Bronc access restriction signage
  - b. Update on Bond Street/3<sup>rd</sup> and Bond Street/2<sup>nd</sup> intersections
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 Library – Flag Room**

**April 25, 2017**

### **CALL TO ORDER:**

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

### **ROLL CALL:**

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

Commissioners Excused: Frank Spence

Staff Present: Community Development Director Kevin A. Cronin, Jeff Harrington, City Engineer, Steve Ruggles, Engineering Tech, SGT Brain Aydt. The meeting was transcribed by city staff.

### **APPROVAL OF MINUTES:**

Commissioner Mitchell moved that the Traffic Safety Committee approve the minutes of February 28, 2017 as presented, seconded by Commissioner Moore. Motion passed 6 to 0.

### **ELECTION OF OFFICERS:**

Commissioner Moore nominated and Commissioner Easom seconded President Pearson and Vice President Easom to another term. Motion carried 6 to 0.

### **PROJECT UPDATES:**

#### **Item 5(a): Bond Street Retaining Wall Update**

Director Cronin provided background history on the Bond Street project. Jeff Harrington, City Engineer provided a summary of the speed data that was taken on Bond St in one week of July 2016. Only four instances of "medium risk" speeding were recorded. Jeff summarized proposed traffic calming measures and other street improvements, which include the following:

- 4 way stop at Hume with new sidewalks and ADA ramps
- Parallel parking on the south side of Bond Street between the retaining wall and Hume
- No parking signs between the edges of the retaining wall
- New sidewalk on the north side of Bond St
- Crosswalks at Hume, 2<sup>nd</sup> St and 3<sup>rd</sup> St
- Installation of two speed reader boards with 25 mph signs
- Bike "sharrows" to educate motorists about sharing the roadway with bikes will be placed on the pavement
- New pavement from Hume to east side of wall

City Engineer Harrington discussed the balancing act of adding crosswalks and removing on street parking. Multiple concepts were explored to reduce speed and create a safe environment for all modes of transportation. Reducing the speed limit below 25 mph requires a complicated statutory process.

Project will be presented to the City Council on June 19 where additional comments can be taken. Construction is expected in August/September depending on weather conditions. It is important to wait until the slope is at its driest before starting work in order to minimize risk and not disturb the slide area.

President Pearson asked for public comments.

Larry Thomas, 470 3<sup>rd</sup> St, Astoria. Mr. Thomas suggested adding speed limits on the pavement and investigate an overgrown hedge at 4<sup>th</sup> & Bond that blocks visibility. Director Cronin would investigate the hedge issue as a code enforcement issue.



Roger Rocka, 362 Duane St, Astoria. Mr. Rocka said the biggest issue is the blind intersection at 3rd & Bond St for those turning from 3rd to Bond St due to the steep nature of 3rd St. He requested the city to explore other options.

Linda Dotson, 213 Bond St, Astoria.

Jennifer Goodenberger, 315 Bond St, Astoria. Ms. Goodenberger has lived on Bond for many years and has a home-based business. She has observed traffic safety issues for years.

Frank Dotson, 213 Bond St, Astoria. Mr. Dotson has lived on Bond St many years and has witnessed many accidents and speeding before the slide occurred.

Andy Davis, 376 3<sup>rd</sup> St, Apt #2, Astoria. Requested a parking setback on the south side of Bond St in addition to north side.

Kristin Covert, 384 Duane St, Astoria.

Leo, 40 W Bond St, Astoria. Leo asked whether the street will be closed during construction. City Engineer Harrington said there would be limited access on some days but the street will be closed due to safety concerns.

Micha Cameron-Latteck, 1820 SE 3<sup>rd</sup> St, Astoria.

Commissioner Moore asked for an update on a previous request from Lois Dupet regarding the State required 20 feet between a parking space and a crosswalk. Jeff Harrington, City Engineer agreed it's an issue and the City Council set a goal for FY 17-18 to look at downtown parking supply and traffic safety issues. City Engineer maintains that the State standard is not enforced in many cities throughout Oregon based on his observations and discussion with staff in other cities, including Astoria as it would reduce on street parking supply, but is intended to improve pedestrian visibility for motorists. Staff will provide updates as the Council goal is implemented. No other action was requested.

NEW BUSINESS: None

REPORTS OF OFFICERS/COMMISSIONERS:

Commissioner Mitchell mentioned removing two spaces from the corner of 3<sup>rd</sup> St and Bond St and looking under the parked cars to see traffic. She also asked how many people have almost been hit four times in the last week, and many people raised their hands.

Commissioner Moore thanked staff for the installation of new overhead lights at the intersection of 33<sup>rd</sup> & Lief Erikson near Safeway.

PUBLIC COMMENTS: None

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:30 pm to convene the Planning Commission Meeting after a five minute recess.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Community Development Director



# AGENDA

## ASTORIA PLANNING COMMISSION

July 25th, 2017

6:30 p.m.

2<sup>nd</sup> Floor Council Chambers  
1095 Duane Street • Astoria OR 97103

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES
  - a. May 23, 2017
4. PUBLIC HEARINGS
  - a. Conditional Use CU17-07 by Shooting Stars Child Development Center to use existing space as an educational facility at 413 Gateway Ave in the S-2, General Development Shorelands Development Zone.
  - b. Conditional Use CU17-06 by Astoria Warming Center for a temporary permit to operate the Astoria Warming Center at 1076 Franklin Ave in the R-3, High Density Residential Development Zone.
5. REPORT OF OFFICERS
6. STAFF UPDATES
  - a. Project Updates
7. MISC
  - a. Recognition of Frank Spence's Service to the Astoria Planning Commission
  - b. Planning Commissioner Training Opportunities
8. PUBLIC COMMENTS – NON AGENDA ITEMS
9. 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 PLANNING COMMISSION MEETING**

Astoria City Hall  
May 23, 2017

### 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, Jennifer Cameron-Lattek, Sean Fitzpatrick, Daryl Moore, Jan Mitchell and Frank Spence

Staff Present: Community Development Director Kevin Cronin and 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 April 25, 2017 meeting. Vice-President Easom moved that the Astoria Planning Commission approve the minutes as presented; seconded by Commissioner Cameron-Lattek. Motion passed unanimously.

### 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):

CU17-04 Conditional Use CU17-04 by Nancy Schoenwald to use office space for professional services at 143 9<sup>th</sup> Street 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.

Commissioner Fitzpatrick declared that he had a perceived conflict of interest because he is in the property management business. However, as a private property manager who manages his own properties, he does not look for clients. He did not believe this was a conflict and believed he could be impartial.

Vice-President Easom declared a conflict of interest because he is in the property management business for other property owners. However, he believed he could vote impartially.

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.

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

The applicant stated he had no presentation.

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 believed the use was appropriate and that the proposal met the guidelines. He wanted to see the space built with a business like this one. Commissioner Moore agreed.



President Pearson said it was great to see an adaptive use of a vacant building. He supported the application as presented.

Commissioner Mitchell stated it was nice the building already had a kitchen that would be used.

Vice-President Easom moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report and approve Conditional Use CU17-04 by Nancy Schoenwald; seconded by Commissioner Fitzpatrick. Motion passed unanimously.

President Pearson read the rules of appeal into the record.

ITEM 4(b):

CU17-05                      Conditional Use CU17-05 by Julie House, Riverfront Trading Company, to use an existing retail space for a sporting goods, apparel, and novelty goods tourist-oriented retail sales establishment at 80 11<sup>th</sup> Street in the A-2, Aquatic Two Development 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 declared that the property owner is his accountant. However, he did not believe that would influence his decision. He confirmed he had not discussed the application with anyone.

President Pearson asked Staff to present the Staff report.

Director Cronin 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 if landscaping was required. Director Cronin said none of the conditions of approval mentioned landscaping; however, the Commission could add those requirements. Staff recommended container plantings. Vice-President Easom did not believe plants seemed appropriate on over-water properties.

Director Cronin noted that Hannah Dankbar of the Columbia River Estuary Task Force (CREST) wrote the Staff report to help relieve Staff's workload.

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

Julie House confirmed she had no testimony.

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 believed this would be a great adaptive reuse of an existing structure. A tourist-oriented business on the Riverwalk would work well. President Pearson agreed.

Commissioner Mitchell stated she had been in the Pier 11 building twice in the last week. It was nice to see that some life would be added to the building. She believed the building contained enough diversity that the business would be stable. The site has always been great and many people walk by it.

Commissioner Cameron-Lattek appreciated that the area was the only place in the city where roller sports were legal. Parking spaces might be used less if many of the customers are on skateboards.

Commissioner Moore was concerned about basic conditional use standards. While the use might be appropriate for the proposed location, it might not include accessibility for customers and employees, the availability of other similar existing uses, the availability of other appropriately zoned sites, and the desirability of other suitably zoned sites for the use. There are not many overwater buildings available for water-dependent or water-related uses, so he was opposed to having a retail establishment in an overwater building. A sporting goods store seemed



more appropriate downtown, even though rollerblading is allowed at the waterfront. Additionally, he did not see how a sporting goods store over the water in that small space could provide significant visual access to the water. He believed the standard requiring significant visual access to the water should imply that the retail establishment would provide the visual access instead of allowing visual access around the building. People should be able to look out over the river from within the building, so he believed that standard had not been met. Therefore, he did not support the application.

Commissioner Mitchell believed there had been two or three attempts to put a seafood store at this location. A use cannot be forced even though the location seems like a great place for a seafood store.

Commissioner Moore noted that those seafood stores were placed over the water because they were water-related businesses, but they could have failed because they were poorly run. City Codes specifically states that a seafood sales business is appropriate. He did not believe this conditional use met the standards.

Commissioner Fitzpatrick agreed with some of Commissioner Moore's concerns, but this use would be such a small portion of the building and it is located on the Riverwalk. The most compelling point for him was that roller skating is allowed on the Riverwalk, not downtown where the business was located before. He understood Commissioner Moore's concerns, but believed that in this case, the use was appropriate for the location.

Vice-President Easom stated he supported the application because the property has been vacant off and on for years. The only water-related uses in the space were the seafood stores and other water-related uses do not want to use the space.

Commissioner Moore said according to the Code, there is a more appropriate place for a sporting goods store. He recommended the Commission move towards the proper use of this space so that someone who wants to do a water-dependent use has water-dependent facilities available.

Commissioner Cameron-Lattek asked if the sporting goods store would prevent the rest of the building from being used. Director Cronin said he was unaware of the relationship between the property owner and the tenants. However, the rest of the building could be used for water-dependent uses.

Julie House stated she owned Riverfront Trading. The upstairs portion of the building hosts Astoria Visual Arts during the art walks. The back half of the building is privately used by the building's owner and has separate access.

Commissioner Spence said he supported Commissioners' Easom and Mitchell's comments. He has seen the turnover in the space and did not believe it was the Commission's responsibility to second-guess the market. He believed that entrepreneurs have the right to risk investment in any property. He supported the application.

Vice-President Easom moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report and approve Conditional Use CU17-05 by Julie House; seconded by Commissioner Mitchell. Motion passed 6 to 1. Ayes: President Pearson, Vice-President Easom, Commissioners Spence, Mitchell, Fitzpatrick, and Cameron-Lattek. Nays: Commissioner Moore.

President Pearson read the rules of appeal into the record.

#### ITEM 4(c):

A17-01                      Amendment A17-01 by the Community Development Director to amend the Astoria Comprehensive Plan Economic Element map and policy to create an economic development strategy, City Wide.

President Pearson called for Staff's presentation.

Director Cronin presented the Staff report via PowerPoint. Staff received comments from Erik Thorsen, CEO of Columbia Memorial Hospital, who wanted more information on partnership between firms and the City's plans to develop Heritage Square. Mr. Thorsen had also indicated the hospital would be willing to sublease or relinquish their use of the Oregon State University (OSU) Extension Service's commercial kitchen. Mr. Thorsen also



suggested the addition of a research and development workforce strategy. Director Cronin noted the Staff report would be updated to address all of Mr. Thorsen's comments and suggestions. He added Staff recently learned that Commissioner Moore owns the name *Made in Astoria*, so the name of the made in Astoria concept recommended for microenterprises will be changed to avoid the proprietary issues. Staff recommended that the Planning Commission recommend adoption of the amendment by City Council after holding a public hearing to take public comments.

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.

Commissioner Moore declared a potential conflict of interest because Foundational Strategy 7.3 references some intellectual property that he owns. Therefore, he would recuse himself from the discussion.

Vice-President Easom declared a potential conflict of interest because he was recently elected as a commissioner for the Port of Astoria. He would not take office until after July 1, 2017 and believed he could consider this amendment impartially.

President Pearson called for any testimony on behalf of the Applicant. Hearing none, he called for any testimony in favor of the application.

Jim Knight, Executive Director of the Port of Astoria, said the potential for a close working relationship between the City and the Port is a wonderful opportunity. Future development of waterfront properties is so important, particularly from the Port's perspective. He was pleased at the outcome of the Port's elections and the motivation of the future commission to open the Port's arms to the City and work through the barriers that have come up over the last decades. The Port can now focus on developing a beautiful waterfront in cooperation with the City.

Jim Servino, 1080 Valley Street, Astoria, said he has lived in the community for 30 years and has experienced a lot of change. As a property owner, he was thrilled that the community has a plan, which he hoped Staff, the Planning Commission, and City Council would unanimously approve. Fifteen years ago, five or more alcohol-based businesses were not on the radar for Astoria. He liked that this report looked at the assets in the community and that Staff has given the public ample opportunity to voice their opinions. The City can focus on this plan for the next five years. The plan is well thought out and does not prohibit a new or unknown industry from coming in and developing. He supported these efforts to advance Astoria. He thanked Director Cronin for conducting open public meetings where all opinions were valued and factored into the process.

Patrick Wingard, 4301 3<sup>rd</sup> Street, Tillamook, North Coast Regional Representative, Oregon Department of Land Conservation and Development (DLCD), stated that DLCD's Coastal Management Program was excited to provide the City with grant money to help get the Advance Astoria project going. He supported the Planning Commission recommending that City Council adopt the project as presented by Staff. The Economic Opportunities Analysis (EOA) meets all State requirements, which include very prescriptive administrative rules. This project was done very well and creates a good starting point for a policy discussion. He believed some of the recommended policy changes would lead to some great successes for Astorians. It will be very important for the City to consider alternative uses for water-dependent industrial lands when there is an oversupply. In the 1970s, CREST and several local, State, and Federal partners developed an inventory of water-dependent industrial lands. The State now requires cities and counties to maintain a minimum supply of these lands. Astoria's supply of water-dependent industrial land is implemented through S-1 and A-1 zoning ordinances. As time goes on, things change and plans need to be done in front of or in partnership with these changes in order to capitalize on economic opportunities. In 1973, the State began to offer grant funding to assist cities and counties to keep their plans updated. However, the funding has decreased over the years and the Advance Astoria project is the last project that the Coastal Management Division will fund for several years. He added that the State fully supports this project.

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



President Pearson thanked the Advance Astoria team and Staff for all of their hard work. It is rare for the Planning Commission to receive such a complete document and it has been a pleasure reviewing this application.

Commissioner Mitchell stated the report was well written, but she would have appreciated easy to understand graphics. However, it was a thorough analysis given the skills currently available. It was also timely and speaks to things that have begun to develop in the area while acknowledging the history of the area. It is difficult to work in a city with limited land. She appreciated Staff and the consultant's work. Director Cronin noted the final document was still in development and would include graphics.

Commissioner Spence complemented Staff for putting together a great report. The consultants, Community Attributes, Inc., hired with grant funds, also did a great job on the 48-page report, which is the foundation of Staff's recommendations. The report addresses all major issues and identifies steps to move forward. He believed it was timely to develop a new five-year economic development program as the economy turns around and as Astoria is advancing into a destination and a desirable place to live. The housing situation is being addressed by Council and other organizations, but the economic opportunities identified in the report spotlights the great potential that Astoria has. As a cruise host, he greets cruise guests as they get off the bus and hears their comments about how much they enjoy the community. The economic strategy will be the foundation for moving forward and being successful.

Vice President Easom believed the document was great, and he hoped everything would come together to make some of the recommended projects happen. He supported the application.

Commissioner Cameron-Lattek stated she had been following the Advance Astoria project since one of its first events. The fact that the tourism industry does not need a lot of support really comes through in this document. She understood the value of the tourism industry to Astoria, but also recognized that people are drawn to Astoria by everything else. This project was a great use of City resources. She was concerned about the language in Staff's finding that the amendments satisfy Comprehensive Plan Section 10.070(A)(2). The language implies that Astoria wants more seafood processing, but she believed the finding indicated the usage was disproportionately higher by seafood processing. She recommended the following change to the Staff report:

- Page 5, Section D, third sentence: "The City's Public Works Department conducted an analysis of water meter data of active seafood processors and craft brewers and found the usage rates were overwhelmingly in favor of **disproportionately higher in** seafood processing."

Commissioner Fitzpatrick thanked everyone involved in the Advance Astoria project.

President Pearson noted that Page 2 of the Staff report included a timeline of the Advance Astoria events. The total number of people who attended the events speaks to the importance of this project.

Vice President Easom moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report as amended, approve Amendment A17-01 by the Community Development Director, and recommend that the Astoria City Council adopt the amendment request; seconded by Commissioner Spence. Motion passed unanimously.

#### REPORTS OF OFFICERS/COMMISSIONERS:

There were none.

#### STAFF UPDATES:

Staff provided an update on Innovative Housing's efforts to purchase and renovate the Merwyn building.

#### **Item 6(a): Homestay Lodging Review**

A work session was held May 10<sup>th</sup> to discuss potential policy changes. City Council directed Staff to review a moratorium on conditional use permits allowing homestay lodgings. Staff's findings and recommendations for Code enforcement will be presented to Council at the July 5<sup>th</sup> City Council meeting.

#### **Item 6(b): Affordable Housing Strategy**

Amendments to Comprehensive Plan Articles 3 and 9 were adopted by City Council in April, and Staff has received many inquiries about adding accessory dwelling units to their properties. Support is building for construction excise taxes (CET) on commercial building values, so Staff plans to present a draft ordinance on CETs to City Council in June.

**Item 6(c): Bond Street Revitalization**

The City's traffic consultant, DKS, is reviewing Staff's proposed solution to sight line issues at the intersection of 3<sup>rd</sup> and Bond. The proposal is to turn 3<sup>rd</sup> Street into a one-way street that only allows downhill travel. This will provide more on-street parking and facilitate better traffic flow. An update on the Bond Street project and a corresponding bid package will be presented to City Council on June 19<sup>th</sup>.

**Item 6(d): American Planning Association Conference NPC 17 NYC**

Director Cronin gave details about the APA conference he attended in May and shared photos from a walking tour through Lower Manhattan. He offered to share the work sessions and presentations that were given at the conference.

MISCELLANEOUS: There was none.

PUBLIC COMMENTS: There were none.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:45 pm.

**APPROVED:**

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Community Development Director



July 18, 2017

TO: ASTORIA PLANNING COMMISSION

FROM: KEVIN A. CRONIN, AICP, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: CONDITIONAL USE REQUEST (CU17-05) BY SHOOTING STARS CHILD DEVELOPMENT CENTER TO LOCATE AN EDUCATIONAL FACILITY AT 413 GATEWAY STREET IN THE S-2 ZONE

**I. Background Summary**

- A. Applicant: Denise Giliga  
91848 Hwy 104  
Warrenton OR 97146
- B. Owner: Port of Astoria  
10 Pier 1, Suite 308  
Astoria, OR 97103
- C. Location: 413 Gateway Street; Map T8N-R10 Section 13, Tax Lot 1700; Lot 100; Block B
- D. Zone: S-2, Shoreland Development Zone
- E. Lot Size: 52,272 SF (1.2 acres): Main Office: 4,000 SF; Warehouse: 4,000 SF
- F. Request: To locate an educational facility in an existing building at 413 Gateway Street.
- G. Previous Applications: No previous land use applications were on file. A pre-application conference was held on June 21, 2017.

**II. BACKGROUND**

A. Subject Property

The site is the former location of the local offices for the Oregon State Police. After OSP built a new facility in Warrenton in 2016, the property - which is owned by the Port of Astoria - has been vacant. It is located near the corner of Gateway and Portway Street. The property consists of the main office building on the east side of the lot and a warehouse to the west, which is also vacant. The property is secured with chain link fencing, contains minimal landscaping at the front entry, and has off street parking and outdoor storage. The site is



accessed by Gateway St near Portway and is located a block from the Riverwalk. Staff conducted a site visit on July 7.

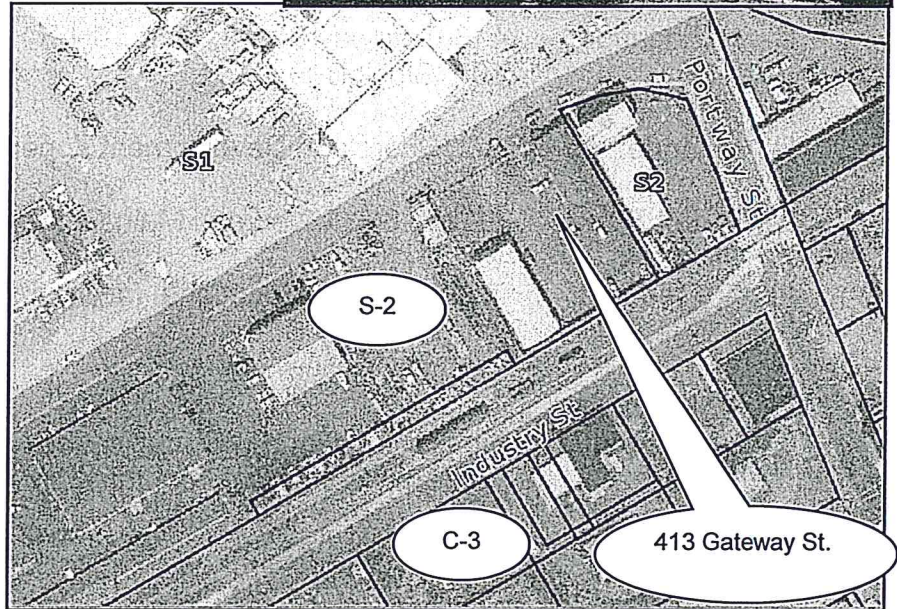
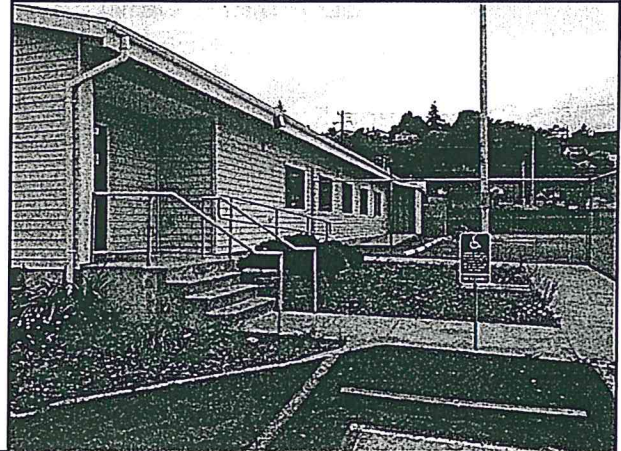
The applicant currently operates "Shooting Stars Child Development Center" located at the St. Mary's Star of the Sea Catholic Church at 1411 Grand Avenue in a 3,000 SF space. Star of the Sea is not renewing the lease. Hence, Shooting Stars must find a new location to continue and expand operations.

B. Adjacent Neighborhood

The neighborhood is located in the Port of Astoria holdings as part of the "Cargo" area developed with a variety of industrial and commercial uses. Bergerson Construction, Inc. is adjacent to the east and west, Bornstein Seafoods to the north, and to the south there are additional businesses on Industry Avenue. The Riverwalk runs parallel along Industry as well.

The Young's Bay trailhead and Maritime Memorial are the closest public parks. There are no residential uses in close proximity with the closest being on the south side of W Marine Dr.

The site is within the S-2 Shoreland Development zone, and is adjacent to C-3 General Commercial and S-1 Marine Industrial Shoreland.



### III. PUBLIC REVIEW AND COMMENT

A public notice was mailed to all property owners within 200 feet pursuant to Section 9.020 on June 23, 2017. A notice of public hearing was published in the *Daily Astorian* on July 18, 2017. An onsite public notice, which is a new requirement, was posted on July



10, 2017. No comments have been received at the time of this report. Written comments will be made available at the Planning Commission meeting.

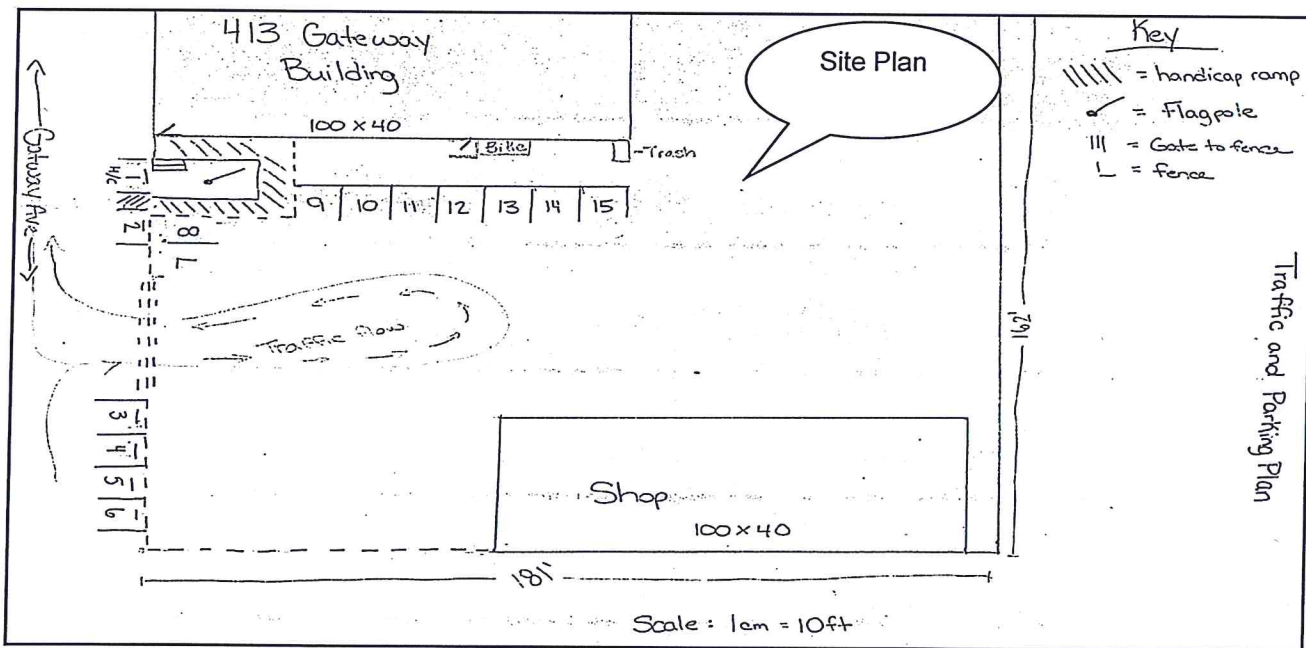
#### IV. APPLICABLE REVIEW CRITERIA AND FINDINGS OF FACT

- A. Section 2.685.4 lists “*educational establishment*” as a Conditional Use in the S-2 Zone, in accordance with Article 11 concerning Conditional Uses.

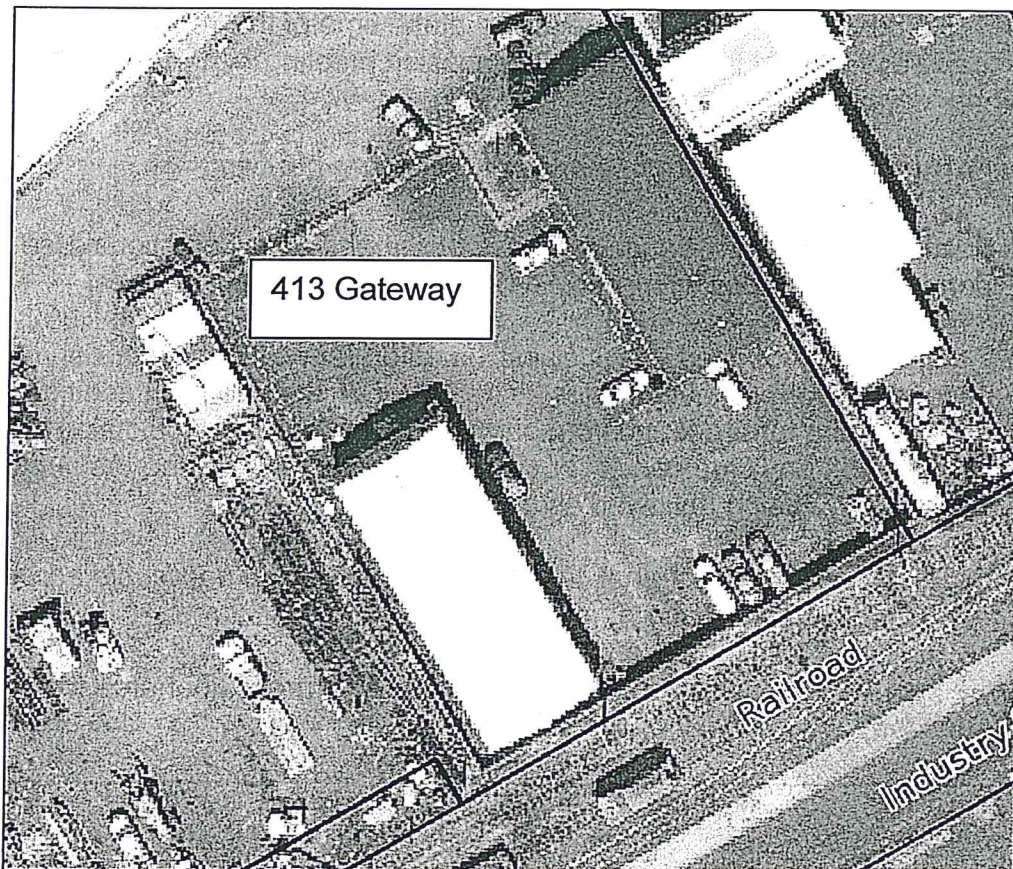
Finding: The proposed use is classified as an “educational establishment” because the applicant educates kindergarten age students in addition to providing early learning for pre-k and younger ages. The proposal would also fall under the definition of “day care center” but is not listed in the S-2 Zone. As a result, the application is being reviewed as a Conditional Use.

- B. Section 2.185 (1) states that “*All uses will comply with applicable access, parking, and loading standards in Article 7*”.

Section 7.100 requires one space per 300 SF of gross floor area for “educational services”.







Finding: The proposed use will be located in an existing vacant commercial structure. The facility will operate with up to 12 employees. However, the parking is based on gross square footage. At 4,000 SF, the facility is required to have fourteen (14) spaces ( $13.3 = 14$ ). A total of fifteen (15) parking spaces are currently available in the parking lot adjacent to the building. The additional on-street parking will be used for drop off and pick up of children. The car parking requirement has been met.

Loading will occur in the parking lot area. The applicant shall work with Public Works and Community Development staff to submit a plan for street-side loading/drop off zone should the parking lot not provide sufficient space. The loading zone shall be reviewed in nine months (2017-18 school year) to allow the site to get up and running.

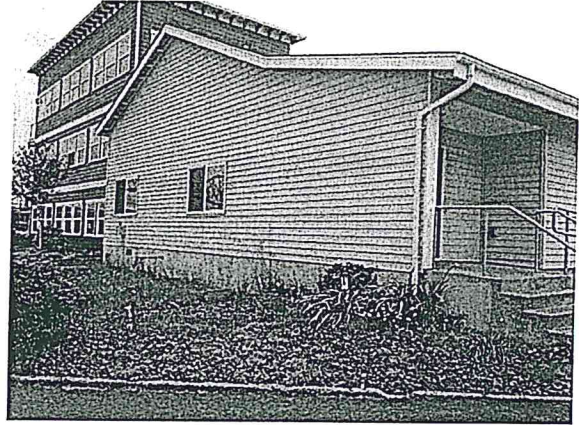
Per Article 7.105, bike parking spaces shall be provided for a change of use. Commercial spaces require one (1) bike space per primary use. The applicant has proposed a three space bike rack for short term and one long term space in a locker room. Bike parking shall be verified before a certificate of occupancy is issued.

- 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. CP.200.1, Economic Development Goal 1 and Goal 1 Policies, states that *"The City of Astoria will strengthen, improve, and diversify the area's economy to increase local employment opportunities. 1. Encourage, support, and assist existing businesses."*

Finding: The applicant operates an existing educational facility on 14<sup>th</sup> and Grand Ave at St Mary's Star of the Sea Catholic Church. The applicant has indicated, due to space constraints, they cannot meet the current demand for childcare services in Astoria and there is a strong interest for additional programming.



The new location will provide a larger space to expand needed services for working families, provide flexibility for all age groups to utilize the existing building and outdoor space, and fill a vacant building. Expanding the local business will also provide an increase in employment opportunities and assist an existing business.

Finding: The request 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 proposed use is an appropriate use of an existing vacant building. The applicant has operated the business in a different location without any issues known to staff and is proposing to expand (43 to 63 children – 6 weeks to 12 years old) to meet a high demand for childcare in the community. The applicant is proposing separating the age groups to have kindergarteners, afterschool age children and pre-kindergarteners. The site is zoned for commercial uses, and an expansion of an existing similar use (offices) is appropriate for an otherwise vacant office building. Although there are no public parks located in the immediate area, the Riverwalk is a safe transportation corridor to access the waterfront, Young's Bay trailhead and the Maritime Memorial. In addition, the trolley runs on the Riverwalk and the Trolley Association warehouse is located



nearby. A potential field trip to see the trolley would be feasible. The location is near W. Marine Drive, which provides easy access for parents (primary customers) and employees, and within a major employment center (Port area) allowing working parents to access child care services.

Regarding the availability of other sites in Astoria, there are few commercial spaces available that meet the applicant's criteria, including appropriate zoning: Come Soar With Us – a former day care provider – received conditional use approval in 2016 (CU 16-09) to operate a facility on Bond Street. Although this location is close to downtown and adjacent to a small public park, it is only 3,000 SF and therefore is too small for the current operation let alone an expansion of services from 43 to 63 slots. Although financial feasibility is not a specific criteria, new construction for an educational facility is not realistic so the applicant must narrow a search to existing vacant spaces. The only other space that is currently known available is the former OSU Seafood Lab on Port property adjacent to the East Mooring Basin. This property is tied up in legal proceedings between Oregon State University and the Port of Astoria.

Finally, there was a concern expressed to staff that a child development center would be located near a marijuana retail or grow operation. The subject property is located approximately 800 feet from a small grow operation at 487 W. Marine Drive that was permitted as a conditional use in 2016 (CU 16-04) while another grow facility and retail store (Sweet Relief) at 401 Industry is no longer in operation due to a serious explosion and fire. However, the State of Oregon standard that regulates distances between these uses (1,000 feet) does not apply to child development centers – only schools.

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 an educational facility with up to 12 employees. The site layout, which is included as an attachment, allows for circulation of customers and deliveries within the fenced area as well as a designated drop off site using the on street parking area. The on street area will be marked with orange traffic cones and further demarcated with landscaping. The applicant is proposing a hybrid traffic flow pattern: 1) higher volume, individual drop off and pick up times inside the compound and 2) bus drop off on street for after school aged children and Head Start. Staff will use off street parking and bike parking near the main entrance. Solid waste and recycling facilities will be located adjacent to the southwest



end of the main building within the fenced yard with easy access for Recology service.

However, Gateway Avenue, which is managed by the Port of Astoria, is not built to a city standard, and does not have sidewalks. The Port does not have an immediate plan to improve its internal street infrastructure as a result of financial constraints.

With a child development facility, clients need to park to drop off children and leave within a few minutes. They then return and park to pick up the children, again with a stay of only a few minutes. Most clients would be coming and going at similar times. According to *ITE Trip Generation* resource, 20 children are expected to generate approximately 20 peak vehicle trips between 7:00 am to 9:00 am and again between 4:00 pm and 6:00 pm. There would be an increase in traffic during the peak hours from the previous use. However, the day care should not create a large impact on the traffic pattern in the neighborhood during the majority of the day.

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, including a new stormwater treatment facility installed by the Port. As with all new or increased businesses and development, there would be incremental impacts to police and fire protection but it would not overburden these services. The location of public parks was discussed above.

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: Interior improvements will be required for a change of occupancy, however no new construction is proposed, and the site is not within 100' of a known geologic hazard as indicated on the City map. Proposed landscaping will be installed in above ground planter boxes.

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: No site construction is proposed other than potential use of an already developed area for internal parking, circulation, and access. A landscaping plan was submitted by the applicant. The existing landscaping at the front entry (980 SF) will be cleared of weeds and new plantings established. In addition, the applicant proposes to add raised beds, a rock

area for children, and four planters (148 SF) for a total of 1,128 SF of landscaping. Section 7.170 requires 5% of the parking lot area to be landscaped. (Parking = 5,540 SF x .05 = 277 SF). This standard is met.

Bergerson Construction's main office is located to the east - which does not pose an impact - but their maintenance facility is located on the west side. However, the site is fenced and children are not expected or recommended to recreate on the west side of the property. No additional lighting is proposed on site since the former tenant installed adequate lighting.

## **V. CONCLUSIONS AND RECOMMENDATIONS**

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

1. A bike rack as proposed shall be installed, anchored to the ground, and verified at the time of certificate of occupancy is requested from the Building Official.
2. The applicant shall obtain all necessary permitting from the State of Oregon to operate a child development center facility.
3. The applicant shall work with the Building Inspector and Fire Chief to obtain a change of occupancy and address any necessary fire, life, safety, and emergency access issues.
4. The landscaping as proposed shall be installed and verified at the time a certificate of occupancy is requested.
5. Any signage at the site shall be submitted to the Community Development Department for review and approval.
6. The applicant shall monitor the effectiveness of pick up and drop off operations to ensure traffic safety for all users and all modes. If the City receives complaints or observes any issues, the applicant shall submit a new traffic operations plan to the Community Development Department for review and approval after the end of the 2017-18 school year (June 2018).
7. The applicant shall furnish a copy of an executed lease for the property.
8. The applicant shall work with the Port of Astoria on a plan to improve Gateway Avenue that includes curbs, delineated on street parking, and sidewalks. The Port will be responsible for determining the timing and funding mechanism.

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.

### **Exhibits**

CU 17-06 Application  
Correspondence



CITY OF ASTORIA  
Founded 1811 • Incorporated 1856  
COMMUNITY DEVELOPMENT

CITY OF ASTORIA

JUN 16 2017

BUILDING CODES

No. CU 17-07

☒ Fee Paid Date 6/16/17 By LF

Fee: \$500.00

## CONDITIONAL USE APPLICATION

Property Address: 413 Gateway Ave Astoria, OR 97103Lot 100 Block B Subdivision N/AMap E. 10.13 Tax Lot 1700 Zone S28N R10W 13E W4Applicant Name: Denise GiligaMailing Address: 91848 Hwy 104 Warrenton, OR 97146Phone: 503-812-4433 Business Phone: 503-468-0537 Email: mrsgiliga@gmail.comProperty Owner's Name: Port of AstoriaMailing Address: 10 Pearl 3308 Astoria, OR 97103

Business Name (if applicable): \_\_\_\_\_

Signature of Applicant: [Signature] Date: 6/13/17Signature of Property Owner: [Signature] Date: 6/13/17Existing Use: Empty / Prior use as Oregon State PoliceProposed Use: Childcare Center / Private Kindergarten Existing building @ 413 Gateway  
as Shooting Stars CDCSquare Footage of Building/Site: 3,300 sqftProposed Off-Street Parking Spaces: 15

**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.

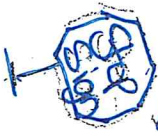
For office use only:

### TYPE SIGN NOTICE

Application Complete:	<u>6-19-17</u>	Permit Info Into D-Base:	
Labels Prepared:		Tentative APC Meeting Date:	<u>7-25-17</u>
120 Days:		PRE-APP	<u>6-21-17</u>



Portway Street



Bageson  
Construction

Proposed:  
Shooting  
Stars  
Child Development  
Center

100'

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

30'

7/8

Sliding  
Gate

Traffic flow

Shop

100'

40'

181'

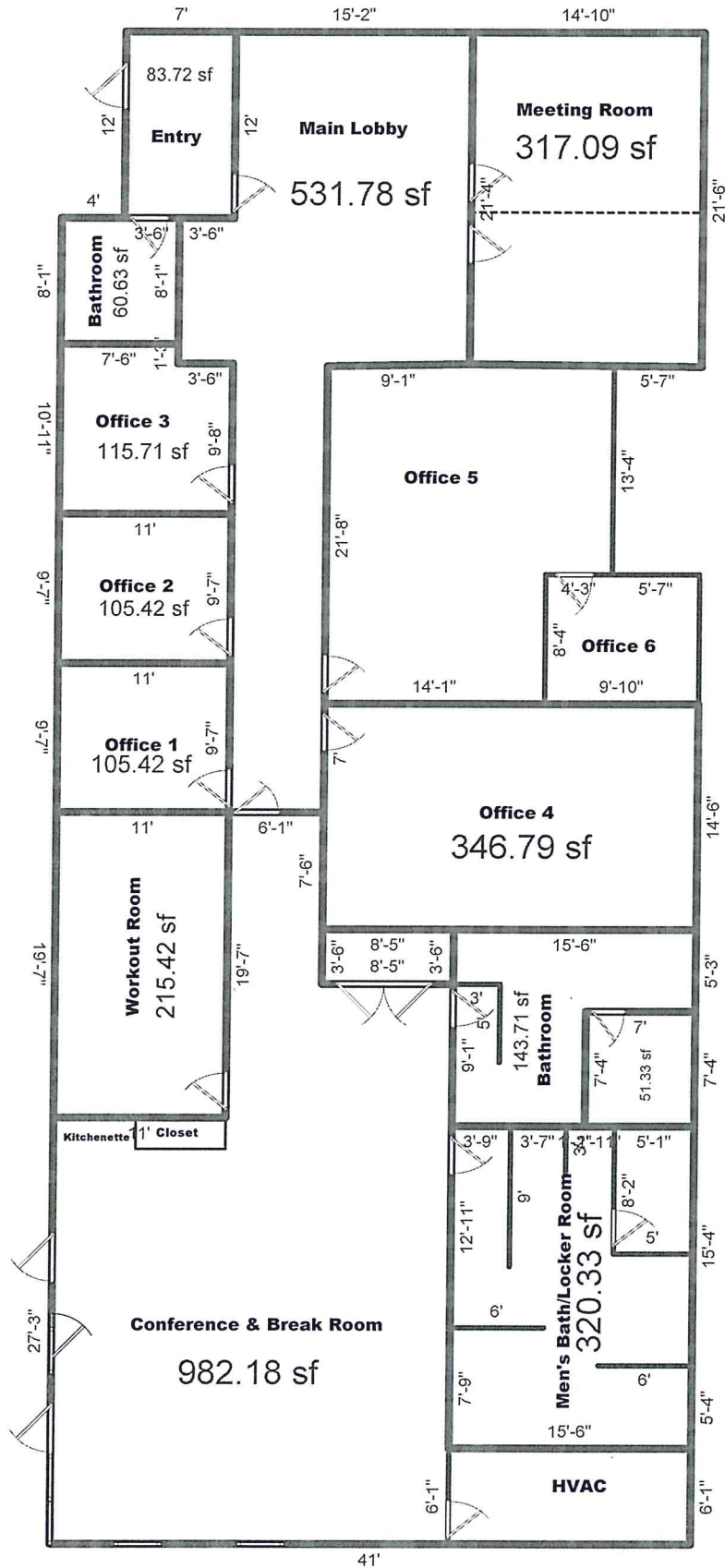
102'

Key

X = Chain link  
= Concrete  
wall

← Gateway Ave →

# BUILDING SKETCH





11.030(A)(1)

11.030(A)(2)

The property located at 413 Gateway Ave is equipped with 15 existing off street parking spots that measure 9ftx16ft. The entire compound is fenced off with 10ft high chain link fencing topped with barbed wire. (Prior use was Oregon State Police) There is one handicap van space at the front of the building with access to a handicap ramp. Signs and blue paint are already in place.

Shooting Stars will implement a traffic flow pattern inside the compound for high volume drop off (7am-9am) and pick up times (3-6pm) using cones and landscaping. Bus drop off for Head Start and school aged children has been discussed with the Astoria Bus Barn and will be on the same side of the street. Approximately 30ft to the front door.

After two months of searching for a building that could satisfy our parking and indoor/outdoor square footage requirements it was beginning to look like the end of our stay here in Astoria. Then when walking the property, we saw real potential. The facility being fenced off (10-1ft high) and secure is great for us due to safety concerns in an industrial area. In short there is an EXTREME need for childcare in Astoria and not many buildings that are currently zoned for our use without a conditional use permit.

11.030(A)(3)

The use of the building will not overburden any facilities or protection/safety agencies. We have completed pre-inspections of the property with; Oregon State Fire Marshall, Department of Human Services, Childcare Division and the County Health Department. All of these entities have given us the green light to pursue licenses.

## Bike parking

3 outside, partly covered by  
(40" x 20") building overhang (short term) (Rack)  
1 inside (long term) in locker room

## Landscaping Plan:

existing:

(B) Flag pole area  $20 \times 15 = 300 \text{ sqft}$

(A) Road frontage area  $40 \times 17 = 680 \text{ sqft}$

Existing Total: 360 sqft

Additional:

2 Childrens garden area

(C) (raised beds)  $(10 \times 5)2 = 100 \text{ sqft}$

(D) Children rock area  $8 \times 4 = 32 \text{ sqft}$

(E) 4 added planters  $(2 \times 2)4 = 16 \text{ sqft}$   
(2x2 each) in parking area

Additional Total: 148 sqft

Existing + Additional =  $360 + 148 =$

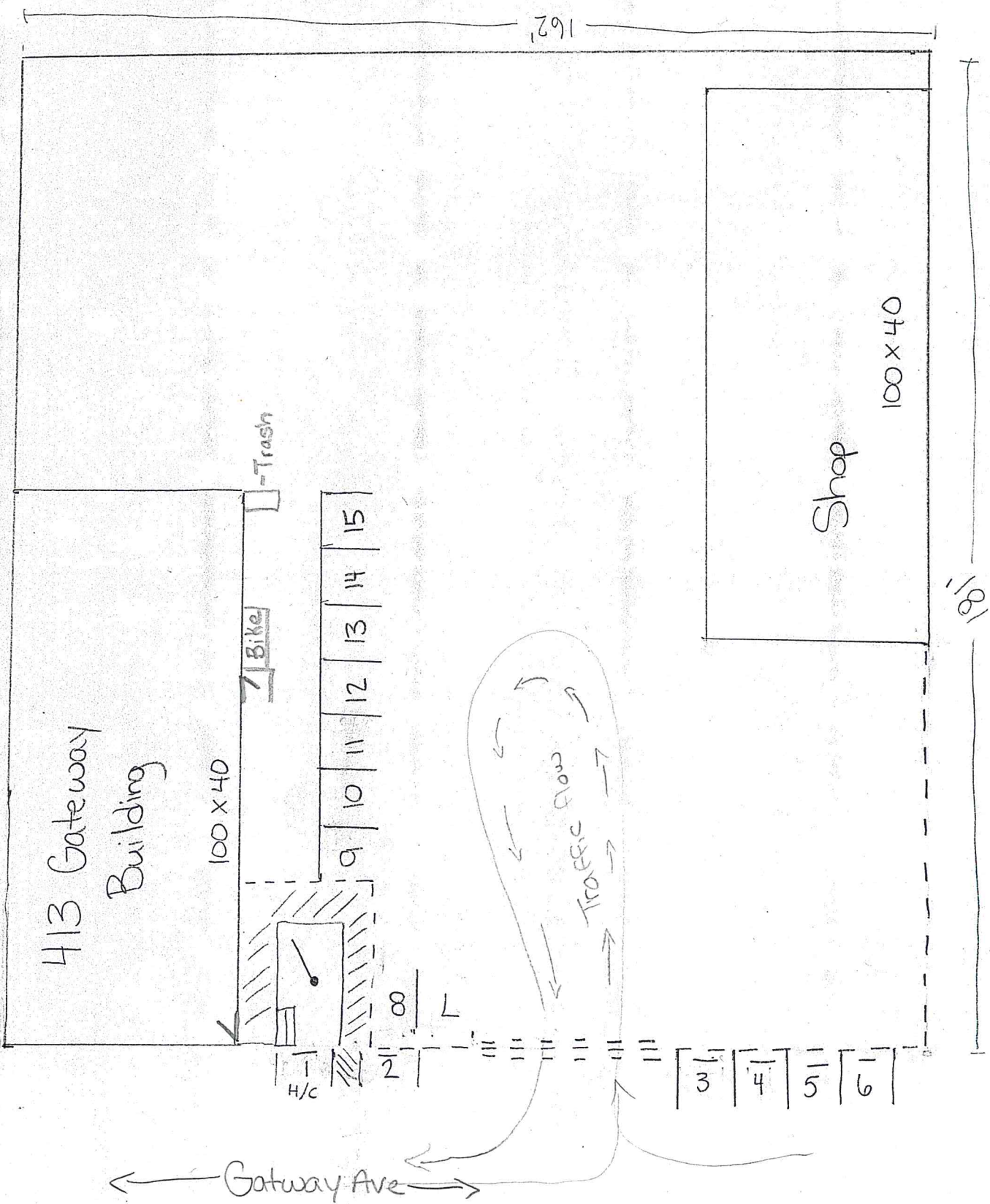
★ 508 sqft



# Traffic and Parking Plan

Key

- ||||| = handicap ramp
- ✓ = Flagpole
- ||| = Gate to fence
- └ = fence

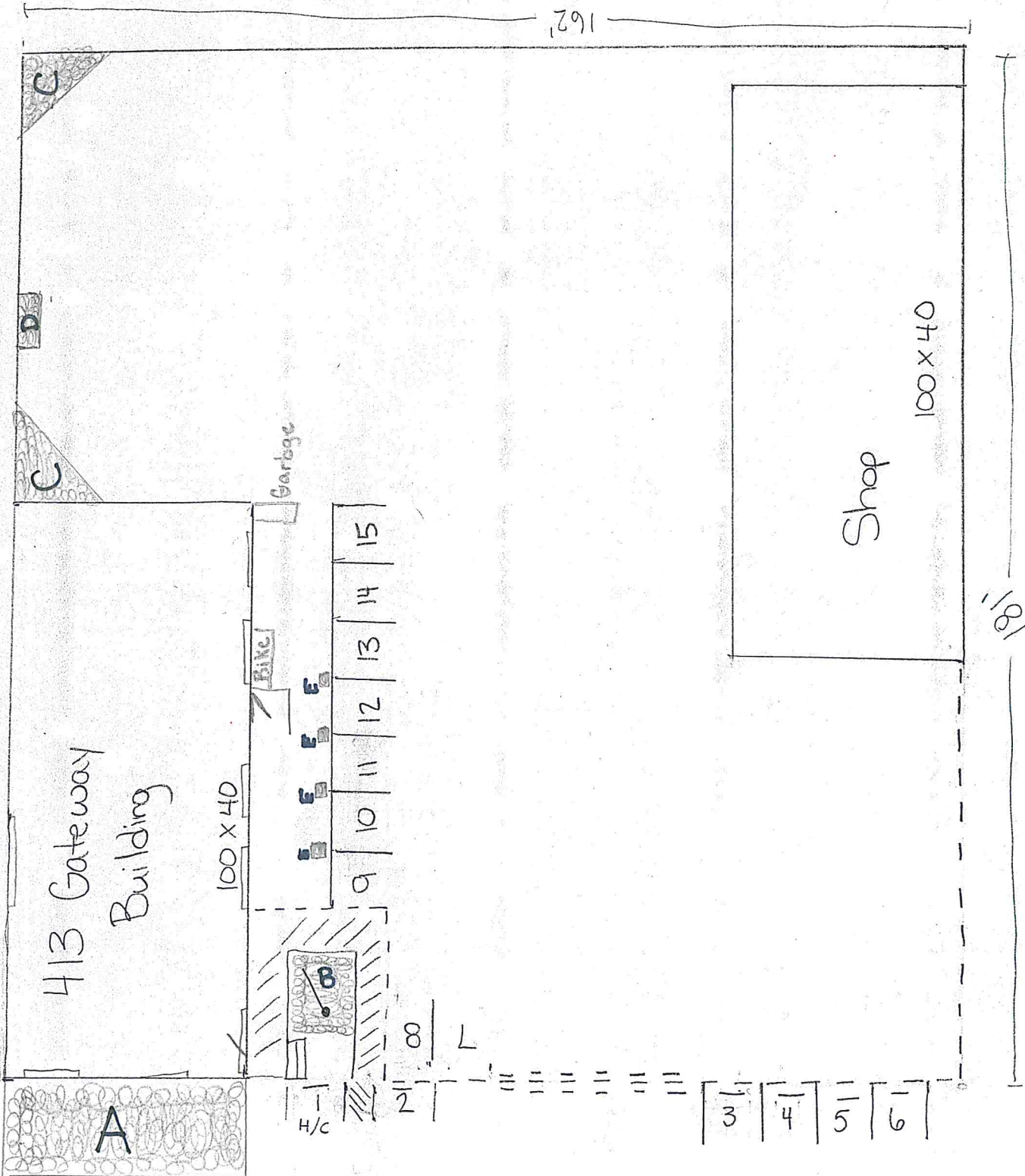


Scale: 1cm = 10ft

# Landscape Plan

Key

- ||||| = handicap ramp
- ⚓ = Flagpole
- ||| = Gate to fence
- = fence





**Kevin Cronin**

---

**From:** Denise Giliga <mrsgiliga@gmail.com>  
**Sent:** Wednesday, July 12, 2017 1:35 PM  
**To:** Kevin Cronin  
**Subject:** Re: Shooting Stars New Space

Outdoor square footage for shooting stars will be 5,540

As per numbers and age groups. I can estimate but it changes and flows thru out the day. For example my current capacity is 43. During a school day all 43 slots are infant and preschool then at 230-3pm the some preschoolers go home and 20 spots are used for an after school program.

My application to the oregon childcare division states we are asking for 63 spots for children 6wks to 12 yrs. 5 rooms will be used as classrooms, each room will have 35sq ft per child plus access to large outdoor play area.

Denise

On Wed, Jul 12, 2017 at 12:11 PM Kevin Cronin <[kcronin@astoria.or.us](mailto:kcronin@astoria.or.us)> wrote:

One more question:

What is the SF of parking area...just the 15 spaces and not the paved storage area?

We have 5% minimum landscaping standard and need to show that you met the standard with your landscape plan.

I think that's it for now...I'll be in touch on Friday or Monday to review the draft report.

**From:** Denise Giliga [mailto:[mrsgiliga@gmail.com](mailto:mrsgiliga@gmail.com)]  
**Sent:** Tuesday, July 11, 2017 9:22 PM

**To:** Kevin Cronin <[kcronin@astoria.or.us](mailto:kcronin@astoria.or.us)>  
**Subject:** Re: Shooting Stars New Space

I will have 10-12 employees.

On Tue, Jul 11, 2017 at 11:07 AM, Kevin Cronin <[kcronin@astoria.or.us](mailto:kcronin@astoria.or.us)> wrote:



CITY OF ASTORIA  
Founded 1811 • Incorporated 1856  
COMMUNITY DEVELOPMENT

CITY OF ASTORIA

JUN 20 2017

BUILDING CODES

No. CU 17-06

☒ Fee Paid Date 500 - By Check # 1090  
Fee: ~~\$250.00~~ 500.00

**CONDITIONAL USE APPLICATION**

Property Address: 1076 Franklin Ave, Astoria OR 97103

Lot 3-6 Block 45 Subdivision McClures

Map 898 CC Tax Lot 2300 Zone R-3

Applicant Name: ASTORIA WARMING CENTER

Mailing Address: 1076 Franklin Ave Astoria OR 97103

Pres. Phone: (503) 508-4021 Treasurer Business Phone: (503) 791-5056 Email: astoriawarmingcenter@gmail.com

Property Owner's Name: First United Methodist Church

Mailing Address: 1076 Franklin Ave Astoria OR 97103

Business Name (if applicable): -

Signature of Applicant: Daniel Parkin AWC Board President Date: 6-18-2017

Signature of Property Owner: Rev. Paul Linker Date: 6-18-2017

Existing Use: church and AWC warming center

Proposed Use: church and AWC Warming Center

Square Footage of Building/Site: see attached bldg / 10000+ site

Proposed Off-Street Parking Spaces: 18 (4 used at night)

**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>6-20-17</u>	Permit Info Into D-Base:	
Labels Prepared:		Tentative APC Meeting Date:	<u>7-25-17</u>
120 Days:	<u>9-12-17</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.

*See attached*

- 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*

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

*See attached*

- 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.

*See attached*

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

*See attached*

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

## Information and response to the criteria regarding the AWC Conditional Use Permit

Proposed changes to the AWC operations for the upcoming 2017/2018 year. Many of these changes were developed from surveying the community, homeless advocates, other shelters, neighborhood input and City of Astoria agencies.

- a. Doors open at 7:00pm with dinner served at 7:30pm. By allowing guests to trickle in, this should alleviate much of the crowding by the front door. Closing time will remain 8:00am, with no guests onsite during the daytime hours.
- b. Additional square footage of concrete pavers installed near the AWC entrance. This provides more private standing area so that the clients are off the public sidewalk. Landscaping will be added along the paved surface. (See 11.030(A)(5).
- c. Resource Coordinator hired to provide integration services to the clients. This person's duties will include helping the client coordinate with governmental agencies/private entities for obtaining part time and permanent employment, permanent housing, identification documents, and mental health services.
- d. A much tougher Exclusion Policy for problem clients that disturb other clients or the neighborhood.
- e. A 24-hour contact phone number or email address to respond to complaints has been implemented.
- f. Additional lighting to be installed on the east wall facing 11<sup>th</sup> street.
- g. Bike rack to be installed in the church parking lot.
- h. Wi-Fi service will only be provided from 7:00pm until 8:00am. This will help prevent internet uses from gathering near the entrance prior to doors opening.

**11.030 (A)(1)** The Astoria Warming Center (AWC) is a Low Barrier Warming Center supported entirely on community donations. It is located at the corner of 11<sup>th</sup> and Franklin in the lower level of the First United Methodist Church (FUMC). The size of this area is approximately 5500 SF.

- A. The entrance to the AWC is located on 11<sup>th</sup> Street and is one block from City Hall. Across the street to the East is a vacant parking lot zoned C4 and owned by FUMC. Also on the same block as the parking lot is the Senior Center, zoned C4. To the North of the AWC is the telephone building and the center of downtown Astoria, most of which is zoned Commercial. The adjacent area South of the church parking lot is zoned C4. The next block directly uphill from the main Franklin Street entrance to the church is zoned Residential. The AWC does not use the main church entrance. Using only the lower level side entrance on 11<sup>th</sup> Street, the AWC has no windows or access to Franklin Street. (See attached City zoning map.)
- B. The FUMC of Astoria regards the AWC as a supporting part of its community ministry and outreach. The church charges the AWC only \$250 a month rent for the four months that we are open (\$1,000 a year). Funds raised by the local Astoria community financed the construction of a handicapped-approved shower and laundry facility in the Church. In its first year of operation the AWC was located across the street in what is now the Senior Center. Once the improvements were made in the Church, the AWC moved across the street to its present location. The convenience to the clients of this overnight shelter being located in such close proximity to the downtown area has provided necessary survival services where they are most needed.



- C. The building that the AWC requires to effectively serve its clients should meet, at a minimum, the following criteria. a) minimum 4,000 sf; b) thermostatically controlled heat; c) handicap compliant shower; d) laundry facilities for a minimum of two washers and three dryers; e) a suitable area for a warming kitchen; f) handicap access to all areas; g) multiple-stall handicap compliant bathrooms; h) staff meeting area; i) clothes storage area; j) life safety installed devices; k) adequate electrical power system. This building should be centrally located in the downtown core area, and the rent should be no more than \$1,000 per year. The First United Methodist Church specifically meets all the above criteria.

A review of existing buildings that are For Sale/Rent in the Astoria area was completed. (Data provided by Peter Tadei and Mike Alley – Licensed Real Estate Agents.) Of the seven buildings for sale, two met the minimum size requirements of the current number of clients served by the AWC. Neither of these buildings provides the facilities equal to the existing FUMC. Costs to modify these buildings to the condition that the FUMC already provides is approximately \$50,000 to \$80,000.

The approximate \$100,000 down payment and \$2500 monthly payment (\$30,000 Payment/year) that these buildings would require far exceeds the resources of a typical warming center. There were no For-Rent buildings located that provided these facilities. Rent for this size building in Astoria would typically run \$20,000 or more per year.

A review of the centrally located churches found that there were two churches with a central location similar to the FUMC. Both of these churches have regular activities scheduled in their buildings that would preclude their use as a warming center. Neither of these churches have the full facilities that the FUMC has. Other churches in the Astoria area are either located in dense residential areas, are located higher on the hill, or are a long walking distance from the central core.

- D. Many warming centers in the Portland/Multnomah County area are open continuously from November through March. In compliance with the Oregon State Fire Marshal Technical Advisory, the AWC will be open a maximum of 90-days during the four month period from November 15<sup>th</sup> through March 15<sup>th</sup>.

Please see the attached schedule and weather statistics. Months #1 and 4 are entirely local weather dependent, opening when the overnight low temperature is below 40 degrees. The middle two months, the average low temperature in Astoria is 37 degrees and the average monthly rainfall is 10 to 11 inches. There are usually several wind storms during this time. These two months' weather conditions greatly increase the likelihood of hypothermia. The statistical data shows the high likelihood of dangerous weather occurring during these months. The weather rapidly changes during these months. With the clients' safety in mind, the shelter proposes to be open continuously during these two months. This also allows us to properly plan staffing and volunteer hours, and food sourcing needs, for this severe weather time.

Comparing Portland to Astoria weather conditions: (See attached data.) During the critical winter months, Astoria's average Low temperature is only one or two degrees higher than Portland. Astoria has twice the monthly rainfall, and Astoria generally experiences much greater windstorms than Portland.

This combination of temperature, wind and rain places the State of Oregon as a location where there is a high likelihood of death from hypothermia (See attached data.) Astoria's low

temperature, wind and high rainfall, places it high on the list of Oregon cities for the potential of hypothermia.

- E. At present, there are no alternative Low-Barrier warming centers in Astoria. Whereas, other facilities in Clatsop County provide rehabilitation, permanent housing, and/or transition to self-sufficiency — these facilities demand a higher standard of sobriety, lower expectations of privacy and stricter long term commitments to prayer and/or programs. Because of these strict rules, other facilities do not address the immediate critical need of Astoria homeless individuals for simply a temporary location, out of the rain and cold, for food and shelter.
- F. While demand for emergency shelter in Astoria is much greater than we are capable of handling, the AWC, in its written agreement with the Church has agreed upon a limit of a maximum of 35 clients per night. (Last year we provided approximately 3126 nights of shelter, and served 6600 meals to our clients.) We have developed a working agreement with a group of Long Beach Peninsula Churches who call themselves “Overnight Winter Lodging” (or the OWL Network) to house and feed our overflow. Last year we typically sent five or six homeless clients to the shelters on the Peninsula. In addition, overflow clients were occasionally sent to the Warrenton Warming Center.

**11.030(A)(2)** The AWC is located in an existing building with entrance on 11<sup>th</sup> Street. A waste collection container and bike rack will be installed in the existing 18-stall church parking lot located directly across 11<sup>th</sup> street. Existing sidewalks and streets are used by the clients and staff. Nearby bus service is available, serving all of Clatsop County and also includes service to Portland.

**11.030(A)(3)** The existing FUMC has seating available for approximately 160 parishioners . They currently have one service on Sunday’s, and occasional activities during the week. These activities occur in the day time hours when the AWC is closed and no clients are on site. The existing utilities in the Church can easily handle the 35 clients and four staff/volunteers per night. There are 18 parking stalls located on church property across the street from the building. Staff typically uses four of those stalls each night. Very rarely there will be one or two cars from clients parked in the parking lot.

When the AWC is in operation, we provide much greater safety to the citizens of Astoria. Upon check-in of the client, the AWC confiscates weapons each night and has a strict “no weapons allowed” policy. This removes approximately 25 weapons per night from the streets of Astoria. During the nights the AWC is open, there is reduced transient activity on the streets – reducing fire and medical emergencies.

The AWC is committed to safety and, thanks in large part to our “hands on” and engaged volunteers and staff, we have succeeded in maintaining calm, encouraging respect, and keeping “incidents” – within the shelter facilities – to an absolute minimum.

**11.030(A)(4)** The lower level of the FUMC provides a central location in the downtown area, and provides the necessary square footage for a warming center.

**11.030(A)(5)** The landscape drawing proposes adding additional landscaping, and hard surface pedestrian area to the AWC entrance on 11<sup>th</sup> Street. The added concrete paver area provides additional space for clients to wait off of the public sidewalk. On the East side of the FUMC there currently is an existing well maintained lawn and existing shrubbery.

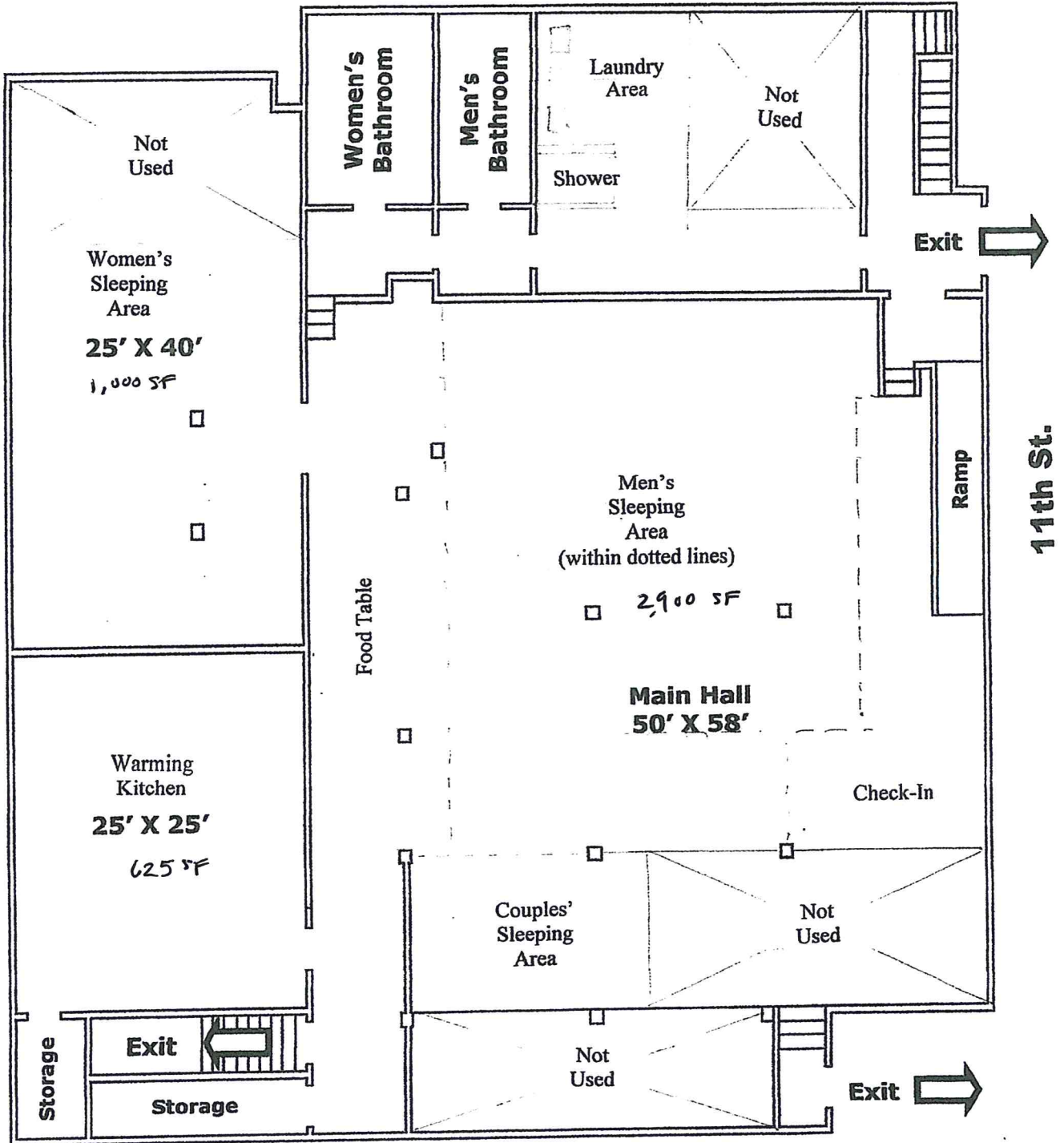
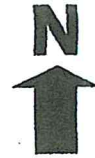


Attachments:

1. Interior Site Plan
2. Zoning Map of the Downtown Astoria Area
3. Exterior Site Plan (provided by City)
- 4.a &b Weather Statistics for Astoria and Portland
5. Map of the USA showing Average annual rate of hypothermia related deaths
6. Landscape/paver drawing
7. Calendar of Operation
8. Organizational Summary including Facilities Usage Statistics
9. Letters of Recommendation

# Astoria First United Methodist Church

STREET-LEVEL PLAN ASTORIA WARMING CENTER



Franklin St.



2

City Hall

C4

C4-Zone

11th St.

Duane Ave.

AWC  
Entrance

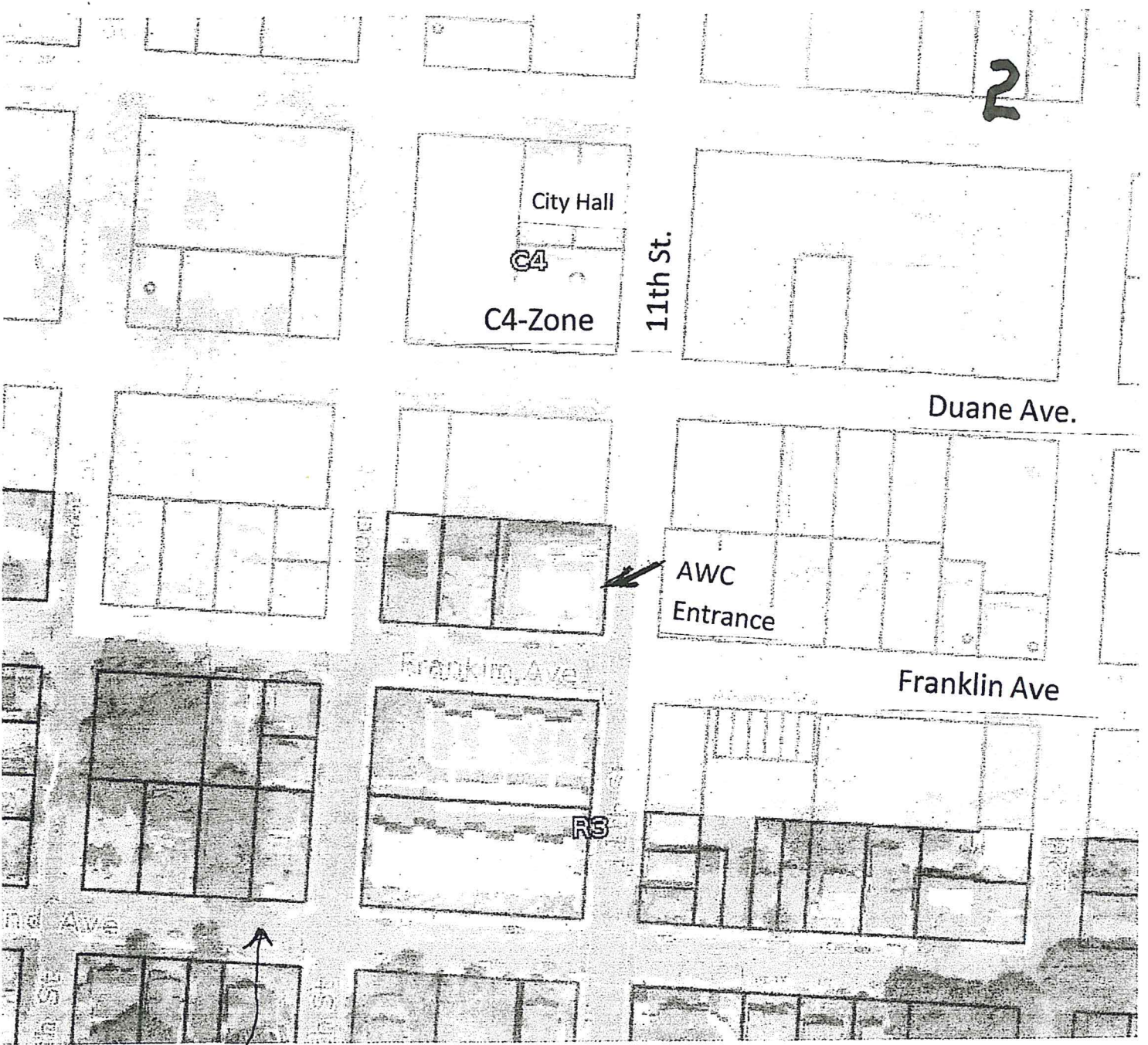
Franklin Ave.

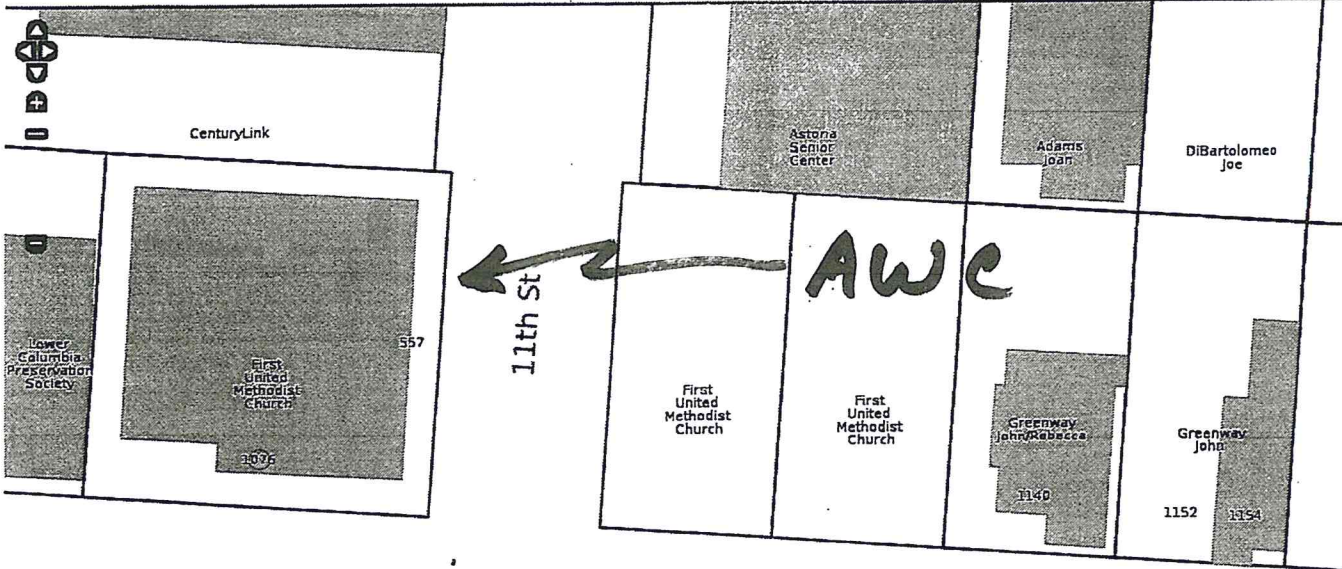
Franklin Ave

R3

nd Ave

R-Zone

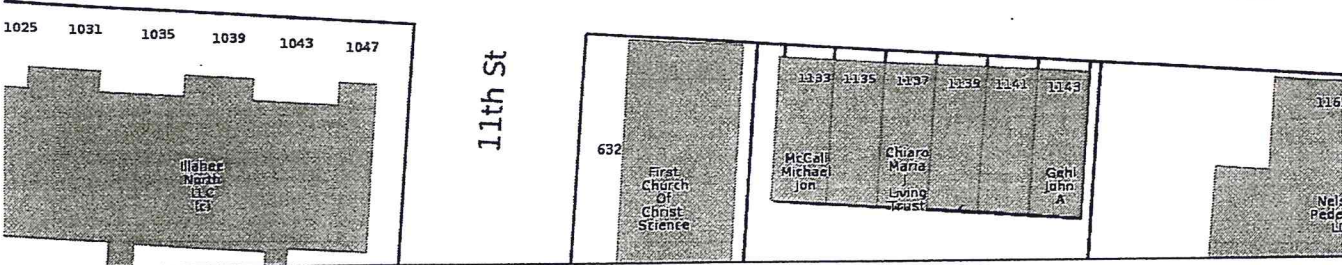




3

Franklin Ave

Franklin Ave



GeoMOOSE 2.6.1 1:300

X,Y: 7358719, 936467 Lat, Lon: 46.187, -123.831

Site Plan.



# Climate Portland - Oregon

°C | °F

	Jan	Feb	Mar	Apr	May	Jun
Average high in °F:	47	51	57	61	68	74
Average low in °F:	36	36	40	43	49	54
Av. precipitation in inch:	4.88	3.66	3.66	2.72	2.48	1.69
Days with precipitation:	-	-	-	-	-	-
Hours of sunshine:	-	-	-	-	-	-
Average snowfall in inch:	1	2	0	0	0	0
Average high in °F:	81	81	76	64	53	46
Average low in °F:	58	58	53	46	40	35
Av. precipitation in inch:	0.67	0.67	1.46	2.99	5.63	5.47
Days with precipitation:	-	-	-	-	-	-
Hours of sunshine:	-	-	-	-	-	-
Average snowfall in inch:	0	0	0	0	0	1

49

Portland

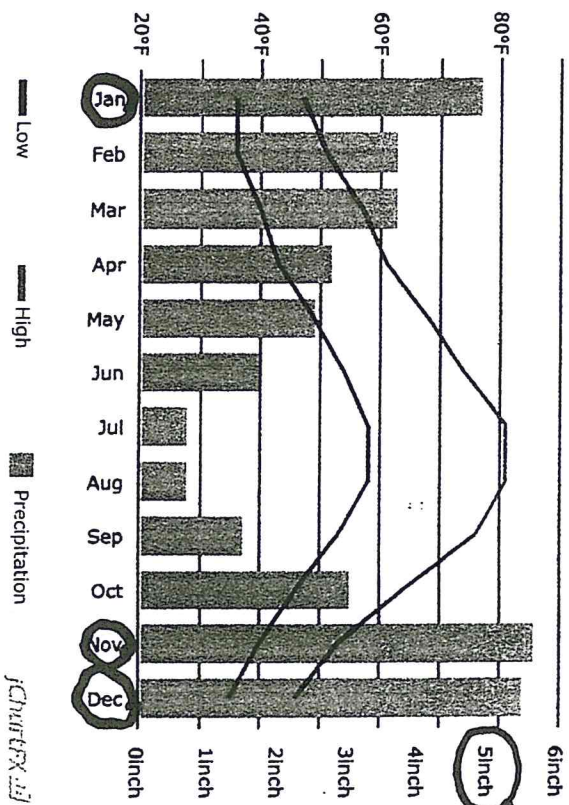
Climate data for portland kgw tv, Longitude: -122.689, Latitude: 45.5181  
Average weather Portland, OR - 97209 - 1981-2010 normals

## Portland weather averages

Annual high temperature:	63.3°F
Annual low temperature:	45.7°F
Average temperature:	54.5°F
Average annual precipitation - rainfall:	35.98 inch
Days per year with precipitation - rainfall:	-
Annual hours of sunshine:	-
Av. annual snowfall:	4 inch

G+1 63

## Portland Climate Graph - Oregon Climate Chart



# Climate Astoria - Oregon

°C | °F

	Jan	Feb	Mar	Apr	May	Jun
Average high in °F:	50	52	54	56	60	64
Average low in °F:	38	37	39	41	46	50
Av. precipitation in inch:	10.2	7.2	7.44	5.2	3.31	2.56
Days with precipitation:	-	-	-	-	-	-
Hours of sunshine:	-	-	-	-	-	-
Average snowfall in inch:	0	1	0	0	0	0
Average high in °F:	67	69	68	61	53	49
Average low in °F:	53	53	49	44	40	37
Av. precipitation in inch:	1.02	1.14	2.13	5.98	11.14	9.88
Days with precipitation:	-	-	-	-	-	-
Hours of sunshine:	-	-	-	-	-	-
Average snowfall in inch:	0	0	0	0	0	0

46

Astoria

Climate data for Astoria clatsop co ap, Longitude: -123.882, Latitude: 46.1569  
Average weather Astoria, OR - 97146 - 1981-2010 normals

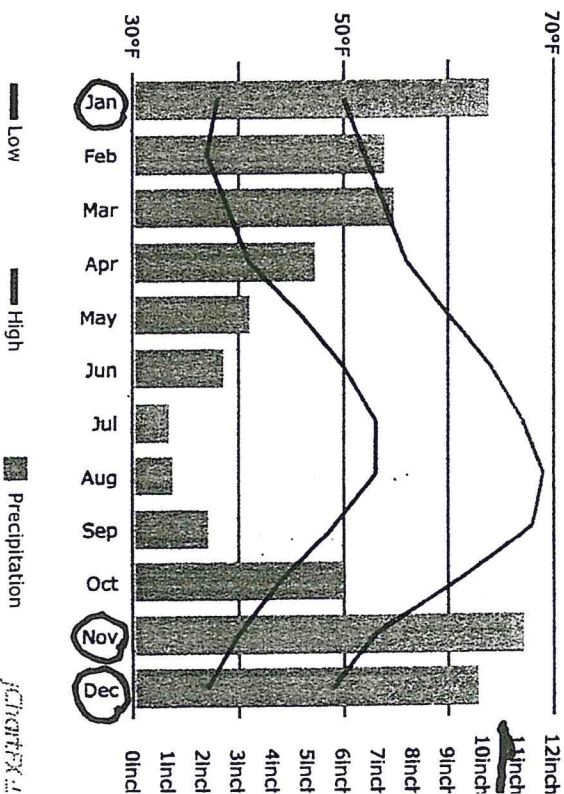
## Astoria weather averages

Annual high temperature:	58.6°F
Annual low temperature:	43.9°F
Average temperature:	51.25°F
Average annual precipitation - rainfall:	67.2 inch
Days per year with precipitation - rainfall:	-
Annual hours of sunshine:	-
Av. annual snowfall:	1 inch

G+1

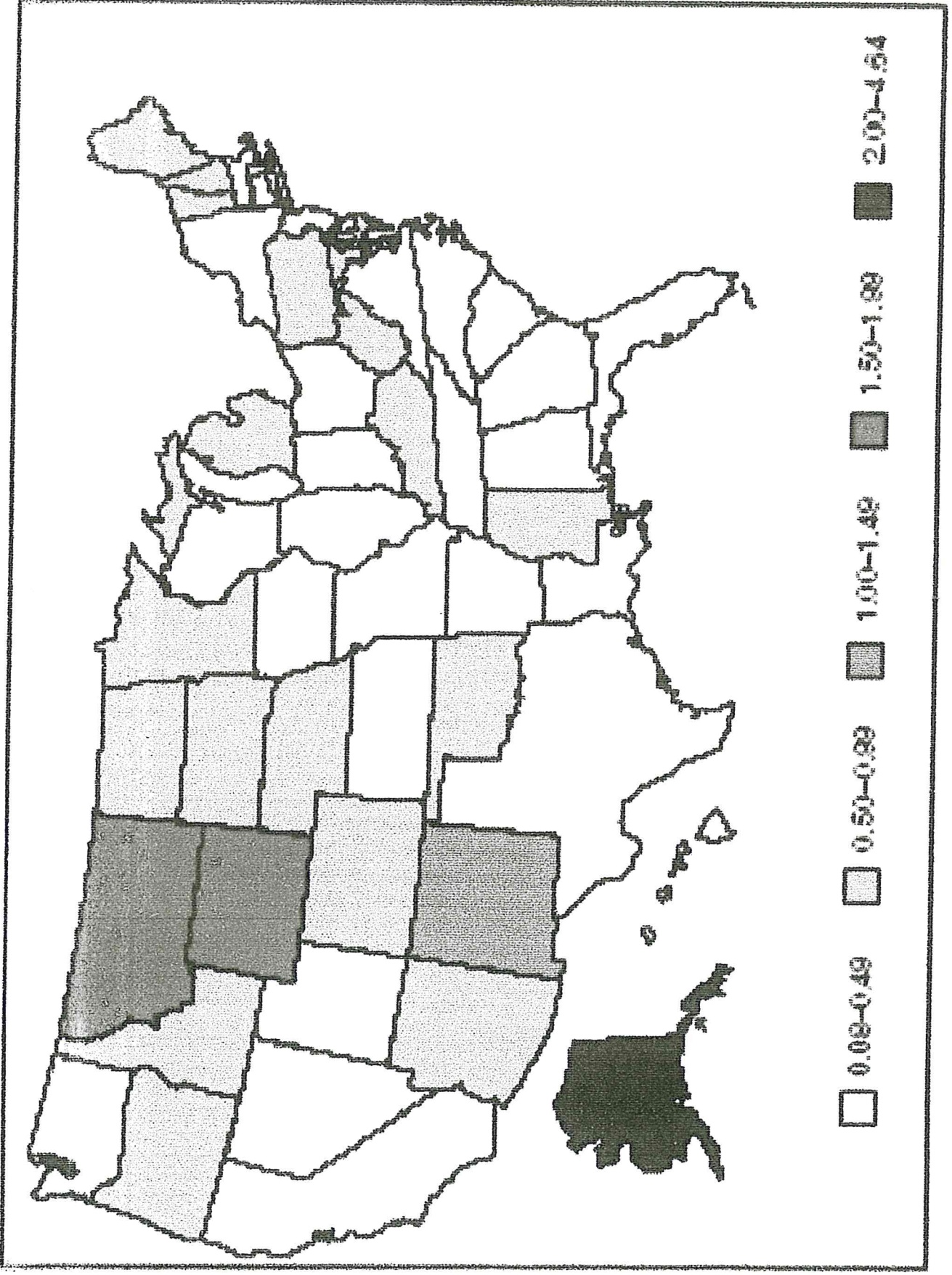
6

## Astoria Climate Graph - Oregon Climate Chart





**FIGURE 2. Average annual rate\* of hypothermia-related deaths, by state — United States, 1999–2002**

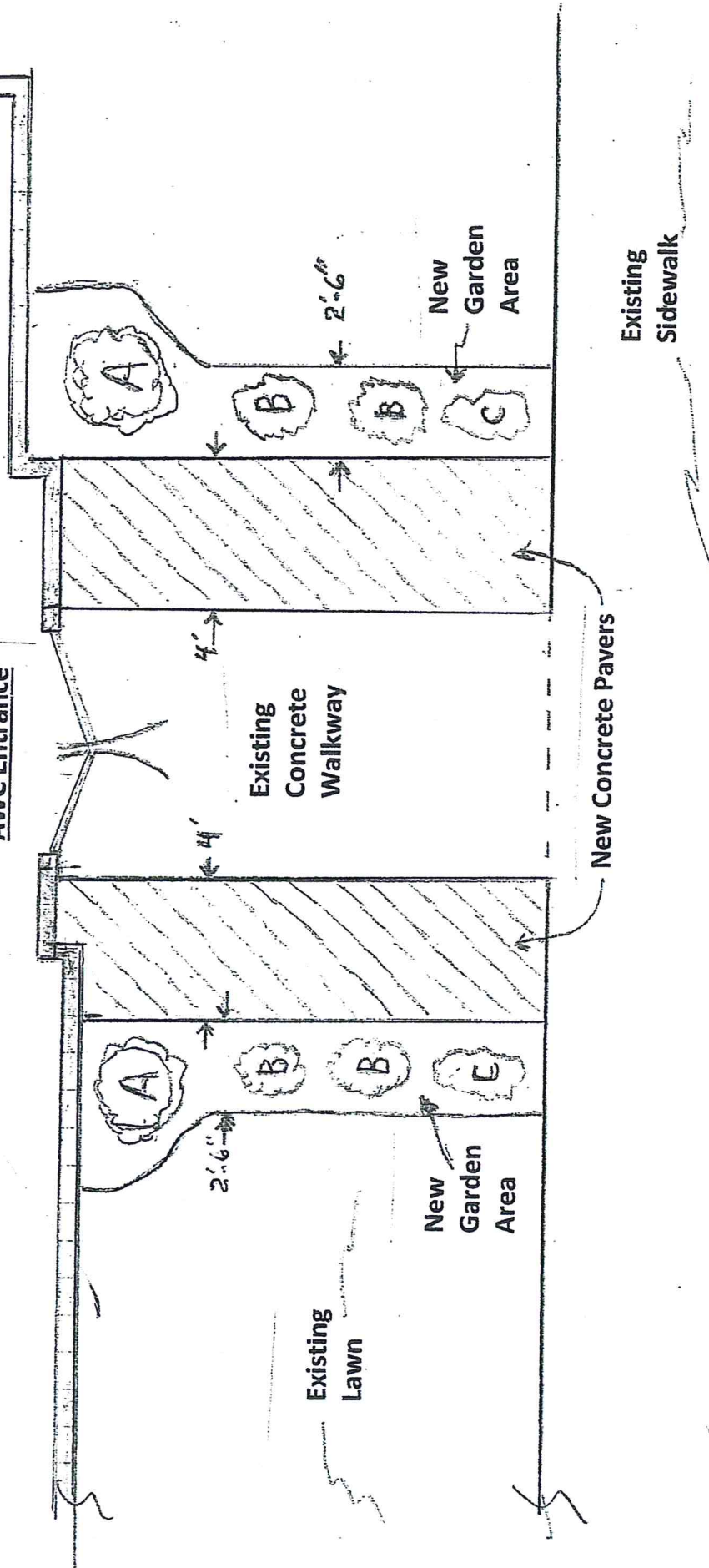


\* Per 100 000 population

# Proposed Additional Landscape and Hard-Surface Pedestrian Area

Existing Building – First United Methodist Church

AWC Entrance



- A – Large Shrub
- B – Small Shrub
- C – Ground Cover

All plants selected from Astoria approved list of shrubs.

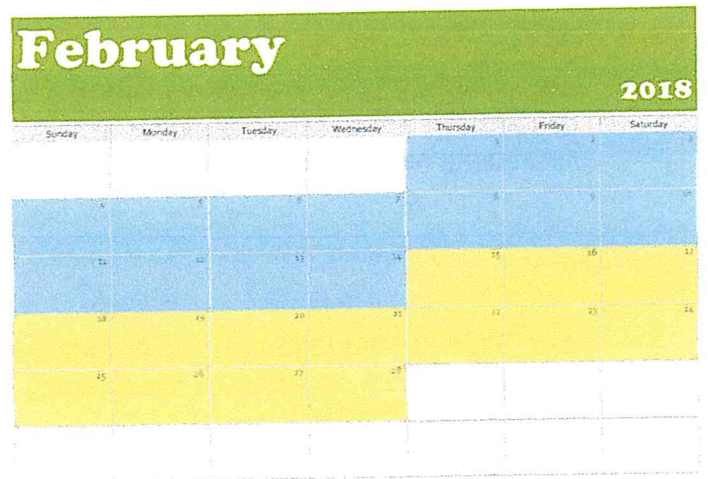
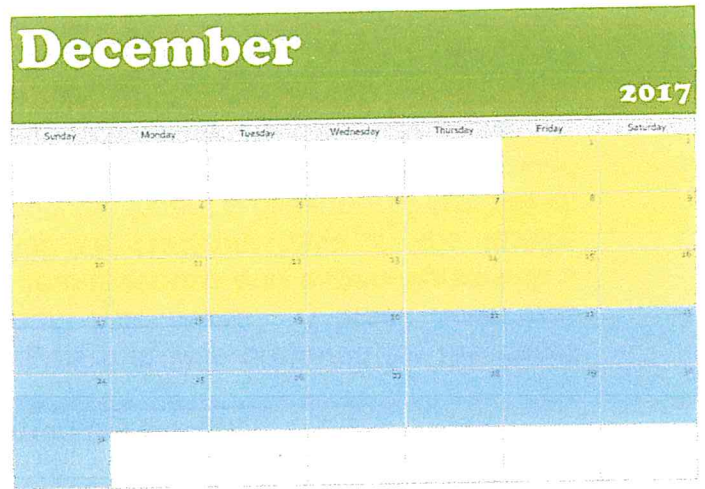
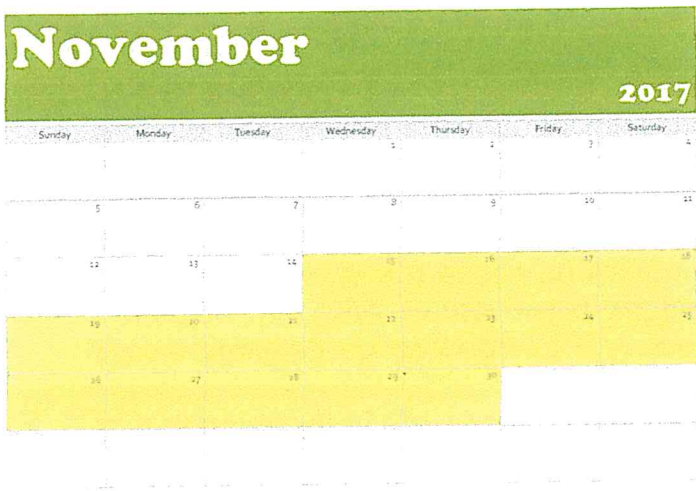
11<sup>th</sup> Street



6

Scale: 1/4" = 1'





Yellow - Open when below 40° overnight

Blue - Open

# Astoria Warming Center Organization Summary

8

## Organizational History

The Astoria Warming Center is managed by a volunteer board of directors and operated by a combination of volunteers and part-time temporary paid staff. AWC continues to enjoy wonderful community support, with donations and volunteers coming from many churches, community organizations and individuals.

AWC began operating during the winter of 2014-15 in response to the need for a warm, safe overnight shelter during severe winter weather for homeless individuals who were not being served by then-existing programs. Since the beginning of operations, AWC has served men, women and families with children. During the first two winters, AWC operated on a seasonal weather-determined basis from November 15 through March 15, opening when the overnight temperature was predicted to be below 40 degrees or when severe weather was forecast. For the 2016-17 season, the AWC Board committed to be open every night from November 15 through March 15 to provide guests and volunteers with increased consistency. This was later modified to November 15 through February 28 due to fire regulations. For the 2017-18 winter season, the AWC board has designed an operating schedule to conform to the 90-day limit on warming center operations.

Since the 2015-16 winter season, First United Methodist Church (FUMC) has very generously provided AWC with space for shelter operations, kitchen facilities, storage, shower and laundry facilities in exchange for very nominal rent during the winter months only, plus increases in utility and insurance costs attributable to shelter operations.

AWC is a low-barrier shelter, meaning that it accepts almost anyone who needs shelter on winter nights. Even if persons seeking shelter are inebriated or under the influence of drugs, as long as they do not pose a threat to others, they will be admitted. The only exceptions are that a person must be capable of unassisted mobility and that we are not equipped to accept unaccompanied minors. This distinguishes AWC from other homeless programs in Clatsop County that will not serve such individuals, or that will admit them only for a night or two before requiring recovery efforts or religious or other programming. AWC does not have any requirement that guests take part in religious observances or recovery programs.

## Board of Directors

AWC's Board of Directors consists of up to 15 volunteer members from the community. When possible, AWC makes a point to include a representative from the homeless community as a liaison to the Board. There are the currently Board members:

Daniel Parkison, President  
Annie Dolber, Secretary  
Janet Miltenberger, Treasurer  
Judy Hollingsworth  
Annie Martin

Jeremy Martin  
Ron Maxted  
DeAnna Parkison  
Rev. Bill Van Nostran  
Joseph Kramer, Liaison



## **2016-17 Season Report**

Began operating 11/15/2016

Total nights open through 2/28/2017: 106 (Will be 90 for 2017-18)

Total number of volunteer hours: 2,620\*

*\*This number represents volunteer hours to staff basic shelter coverage, including 2 weeks of all-volunteer staffing, and does not include volunteer hours related to organizational work or work outside of operating hours.*

**Total number of overnight stays (duplicated count): 3,126**

Male: 2282

Female: 844

**Average number served/night: 30**

Male: 22

Female: 8

**Total number of individuals served (unduplicated count): 212**

Male: 148/70%

Female: 64/30%

Veterans: 23

### **Age distribution of guests**

Children (under 18): 6/3%

Transition age youth (18-24): 12/6%

Adults age 25-54: 143/67%

Senior citizens (55 and over): 43/20%

Unknown: 8/4%

### **Length of stay**

Average: 15 days

One week (7 days) or less: 135/64%

One month (31 days) or less: 44/21%

Over one month (32-105 days): 33/15%

### **Previous sleeping arrangement**

- 97 (46%) AWC guests reported sleeping in places not meant for habitation prior to checking in at the Warming Center. Such places included vehicles, dugouts, tents, and under bridges.
- 13 (6%) guests declined to divulge where they slept prior to the AWC.
- 102 (48%) guests reported sleeping in places intended for habitation, including other shelters, friends' houses, motels, and jail.

## **Referrals**

*Though most guests learned of the AWC by word of mouth, many found us by way of the following organizations:*

- Addiction treatment and resource organizations (AA, Rosebriar, Choices): 3
- Clatsop Behavioral Healthcare (mental health and addiction services): 2
- Clatsop Community Action (social services): 4
- Domestic & sexual violence resources (The Harbor, RAINN, and the Lighthouse): 6
- Homelessness resource organizations (Project Homeless Connect, Riverfolk): 3
- Law enforcement (police and jail): 26
- Medical centers (clinics and hospitals): 6
- Other shelter (OWL, WWC, and Helping Hands): 32

## **Positive outcomes**

*These numbers reflect positive outcomes related to Astoria Warming Center services that guests reported to staff and volunteer.*

- Housing: 23 guests reported moving into a more stable housing situation
- Employment: 11 guests reported gaining employment during the period of their stay at the AWC
- School: 3 guests reported returning to school while at the AWC
- Drug/alcohol treatment: 3 guests reported participating in drug/alcohol treatment (not counting AA/NA) while at the AWC





## Clatsop Community Action

364 9th Street • Astoria Oregon 97103

Phone (503) 325-1400 • Fax (503) 325-1153

9

May 12, 2017

City of Astoria Planning Commission  
1095 Duane Street  
Astoria, Oregon 97103

**RE: Conditional Use Permit for the Astoria Warming Center**

Dear Commission Members:

Clatsop Community Action is pleased to offer its sincere support for a conditional use permit to allow the Astoria Warming Center to operate as a shelter during Astoria's winter months and to be able to use the Center year around for showers for those in need.

CCA has a deep understanding of the complexities of homelessness, its varying causes and with the many challenges with moving out of the cycle of homelessness. Often, people have been displaced by mental illness, substance abuse, may come from a domestic violence situation, and/or have lost their jobs and their families.

The Astoria Warming Center has developed over the last two years into an organized and welcome addition to the City with some very credible Board of Directors that provide the necessary leadership it needs to continue as an essential bridge of support. CCA will continue to work with the Center with its guests who are on the difficult, but not insurmountable road to recovery, employment and permanent, safe housing.

Sincerely,

Elaine Bruce, Executive Director

Clatsop Community Action

364 9th Street, Astoria, Oregon 97103

971-308-1035 Direct or 503-325-1400 Ext. 1035



**Blue Scorchers Bakery Café**

1493 Duane Street  
Astoria, OR 97103  
(503) 338-7473

[www.bluescorcher.coop](http://www.bluescorcher.coop)  
[info@bluescorcher.coop](mailto:info@bluescorcher.coop)

June 2, 2017

Hello -

This is a letter of support for the Astoria Warming Center.

---

As a worker-owned cooperative business, we're doing our best to make business ownership accessible to people who would be unlikely to become business owners.

An even more important, more primary need in our town is to make the basics available to people who would be unlikely to have them: a meal, a bed, a shower.

We're very grateful for the staff of the Warming Center and their work to meet primary needs. We'll continue to contribute food. We hope that every Astoria business, agency, group, and individual will give the Warming Center the type of support that they have to give.

Thank you,

A handwritten signature in blue ink, appearing to read "Joe Garrison".

Joe Garrison  
general manager  
cell 503.791.8383



## STAFF REPORT AND FINDINGS OF FACT

July 18, 2017

TO: ASTORIA PLANNING COMMISSION

FROM: KEVIN A. CRONIN, AICP, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: TEMPORARY CONDITIONAL USE PERMIT BY ASTORIA WARMING CENTER AT 1076 FRANKLIN AVENUE

### I. BACKGROUND SUMMARY

- A. Applicant: Daniel Parkison, Board President  
Astoria Warming Center  
1076 Franklin Avenue  
Astoria OR 97103
- B. Owner: First United Methodist Church  
1076 Franklin Avenue  
Astoria OR 97103
- C. Location: 1076 Franklin Avenue; Map T8N-R9W Section 8CC, Tax Lot 2300; Lots 5-6, Block 45, McClure's
- D. Zone: R-3 (High Density Residential)
- E. Permit Request: To locate a temporary warming center as a Temporary Use in a basement of an existing building.
- F. Size: Lot: 10,000 SF; Total Building: ~11,000; Basement: ~5,500 SF
- G. Previous Applications: No previous land use applications are contained in the address file, which archives land use activity. A pre-application conference was held on May 24, 2017.

### II. BACKGROUND

#### A. Subject Property

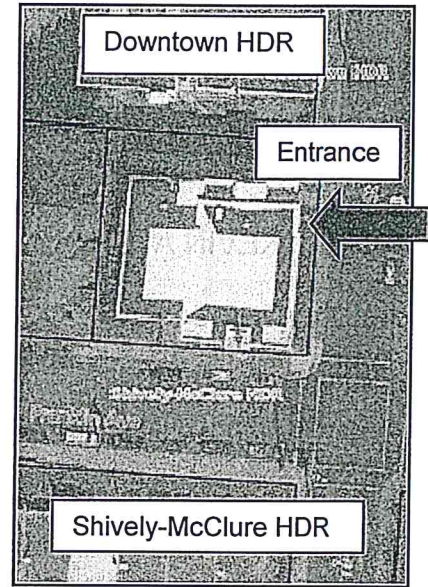
The subject property is located within the R-3 Zone (High Density Residential) on the corner of Franklin Avenue and 11th Street. The building is currently used as the First United Methodist Church and associated offices, kitchen, and



classrooms. The church was built in 1916, designed by Whitehouse & Fouilhoux, and is listed as a "Secondary" historic resource in the Shively McClure National Historic District. The warming center has operated in the basement, which has a separate entrance located on 11<sup>th</sup> Street.

B. Adjacent Neighborhood

The subject property is located just outside the Downtown Historic District and C-4 Zone (Central Commercial) on 11<sup>th</sup> St which is classified as a "collector" in the Transportation System Plan (2013). A collector draws traffic from various connections to local streets. This specific location is considered a "transition area" where the mixed use, commercial character of downtown buildings and storefronts transitions to higher density residential. There is considerable pedestrian traffic on 11<sup>th</sup> Street as a result of its direct connection to downtown. To the west is the Francis Apartments, which was recently sold by the Lower Columbia Preservation Society to a new private owner. Across 11<sup>th</sup> Street to the east is a parking lot owned by the Methodist Church. Directly to the south is the Illahee Apartments, and to the north is the Centurylink telecom facility. The neighborhood is characterized primarily as residential with a mix of large multi-family apartments, townhouses, and single family detached. The First Presbyterian Church is located to the southeast and the recently renovated Astoria Senior Center is northeast of the subject property and adjacent to the Methodist Church parking lot. Refer to Exhibit A for an illustration of the area zoning.



C. Proposed Use & History

The Astoria Warming Center (AWC), a local, 501c3, non-profit organization, has operated an annual, temporary facility for a 90 day period during the winter months since 2014-15. It began operations at the Astoria Senior Center before relocating to the current site as a tenant in the First United Methodist Church. The basement location is approximately 5,500 SF with 1,484 for men's sleeping area, 440 SF for women's sleeping area and a smaller, 285 SF area for couples. The basement also contains men's and women's bathrooms, a kitchen, and a laundry and shower facility all of which taken together provides emergency overnight housing for up to thirty-five (35) homeless men and women of all ages. The basement of the church does not have a building occupancy rating for residential. However, the AWC like other facilities in Oregon has operated under the guidance of the "Oregon Fire Code Interpretations and Technical Advisories, Technical Advisory 11-14" which provides advisory rules for local cities to work with local social service providers on operating temporary, emergency warming centers. The local jurisdiction has



the final authority over permitting such facilities. See Exhibit B for technical advisory.

D. Discussion

The AWC has operated at the Methodist Church without a land use permit. The activities and impacts necessitated a closer examination of the activities and therefore the City required a temporary use permit to legalize the use. The location of the AWC was also in question so once the AWC Board made the investment in the current location, zoning approval became apparent and appropriate as all uses require some level of review.

It is also worth noting the terminology used for social services related to the homeless population. Below are some definitions to help frame the discussion and provide a baseline of understanding of the issues. The staff report and findings of fact are based on these definitions (Source: Wikipedia, 2017).

- **Homeless shelters** are a type of homeless service agency which provide temporary residence for homeless individuals and families. Shelters exist to provide clients with safety and protection from exposure to the weather while simultaneously reducing the environmental impact on the community.
- A **warming center** is a short-term emergency shelter that operates when temperatures or a combination of precipitation, wind chill, wind and temperature become dangerously inclement. Their paramount purpose is the prevention of death and injury from exposure to the elements.

### III. PUBLIC REVIEW AND COMMENT

A public notice was mailed to all property owners within 200 feet pursuant to Section 9.020 on June 23, 2017 and to parties on the record pursuant to Section 9.100.B.3.b. A notice of public hearing was published in the *Daily Astorian* on July 18, 2017. An onsite public notice – a new required feature in Article 9 - was posted at the subject property prior to the required date of July 11. At the time of this writing, four written comments have been received and letters of support from the AWC are enclosed (Exhibit D). Any additional comments received will be made available at the Planning Commission meeting.

During the pre-application conference, staff suggested the AWC Board hold a neighborhood meeting to discuss the proposal and receive feedback from neighbors about the existing and potential impacts. Staff secured a volunteer student planner from Portland State University Master's in Urban Planning program to assist the AC. In addition, staff has suggested a Good Neighbor Agreement to help govern the rules of engagement between neighbors and the AWC as a temporary business. On June 11, the AWC Board held a neighborhood meeting at the Methodist Church and took public comments. According to the application, the suggested improvements are based on these public comments. Subsequently, the AWC attended the Astoria Downtown



Historic District Association (ADHDA) General Meeting on July 7 and reached out directly to the ADHDA President, Dulcye Taylor.

#### IV. APPLICABLE REVIEW CRITERIA AND FINDINGS OF FACT

- A. Section 2.160.10 lists *"temporary use meeting requirements of Section 3.240"* as a Conditional Use in the R-3 Zone, in accordance with Article 11 concerning Conditional Uses.

Finding: The proposed use is not classified in the Development Code. Social services are not defined specifically. Many churches in Astoria provide social services to some degree as an accessory use and part and parcel of their mission such as a food bank or soup kitchen. However, the definition of "semi-public" (Article 1.400) does include quasi-public uses such as non-profit organizations, civic, and fraternal clubs. As a result of the temporary nature of the proposed use, the application is being reviewed under the "temporary use" category and requires a Conditional Use permit according to the R-3 Zone.

- B. Section 2.185 (1) states that *"All uses will comply with applicable access, parking, and loading standards in Article 7"*.

Section 7.100 does not have a specific category for the proposed use. Staff evaluated existing categories and recommends using the "group living" standard of 1 space per 8 bedrooms plus 1 space per number of employees on shift. The applicant uses cots and not standard bedrooms while the term "employees" is inclusive of volunteers who are there to supervise the operations. The only other category to use would be "religious institutions and house of worship," but this category doesn't address the social service and residential nature of the request.

Finding: The proposed use will be located in an existing institutional structure. The facility will operate with up to four (4) employees/volunteers. Based on a standard of 1 space per 8 bedrooms, plus volunteers, the calculation is as follows: five (4.4) + four (4) volunteers = nine (9) spaces. A total of eighteen (18) parking spaces are currently available in the parking lot on 11<sup>th</sup> Street adjacent to the basement entrance. The church parking lot can accommodate the required parking since overnight residents are not driving to the site and most of the parking is being used on Sundays only for worship services. The car parking requirement has been met. However, the AWC needs to furnish a lease agreement for use of the parking to demonstrate the availability of the required nine (9) spaces.





Due to the nature of the use, loading and unloading needs are minimal but can occur on street or in the parking lot area. All parking areas should be clearly marked with striping.

Per Article 7.105, bike parking spaces shall be provided for a change of use. Institutional spaces require one (1) bike space per twenty (20) car parking spaces. The applicant has proposed a bike space in the parking lot for short term parking. Bike parking needs to be located near the entrance to the church in the sidewalk or near the entrance to the proposed uses. The final location shall be verified before operations begin in 2017-18 program year.

- 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. CP.220.1, Housing Element – "Maintain attractive and livable residential neighborhoods, for all types of housing.
  2. CP.220.2, Housing Element – "Provide residential areas with services and facilities necessary for safe, healthful, and convenient urban living."
  3. CP.220.6, Housing Element, "Protect neighborhood from incompatible uses, including large scale commercial, industrial, and public uses or activities."
  4. CP.220.14. Housing Element, "Non-residential uses, such as public works, churches, schools, and fire stations should recognize and respect the character and quality of the area in which they are located and be so designed. Explore alternative sites when such a use places a significant impact on the area."

Finding: The above housing policies are contained in the Housing Element of the Comprehensive Plan (1981) and are relative to the proposal. The applicant operates a warming center which is an atypical residential use in a residential zone with many existing neighbors impacted by the use. There are numerous residents that live in the immediate neighborhood including the Illahee Apartments, Francis Apartments, Franklin Townhouses, and single family homes. From a policy perspective, the Comprehensive Plan tries to strike a delicate balance between providing a needed social service and different housing types with livable and safe neighborhoods. Homeless are residents too just like homeowners and renters, but do not currently have permanent shelter. The Comprehensive Plan does not articulate a hierarchy of housing status. For example, homeowners are not elevated above renters or homeless for that matter and should be evaluated equally. Conversely, the compatibility goals (220.6 & 220.14) are applicable to this proposal and short term impacts and a long term location need to be addressed. In total, when reviewing the Housing policies cumulatively, it is decidedly in favor of protecting the needs of existing neighbors over non-residential uses and incompatible uses. The AWC Board has proposed a list of mitigation measures to



alleviate these impacts. Staff has also crafted suggested conditions of approval.

Finding: Standard is not met, but can be met with conditions of approval outlined in the Discussion and Recommendations section.

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 proposed use as a temporary, emergency warming center is a type of use associated with a social service oriented establishment such as a church. The applicant has operated the warming center in a different location (senior center) without any issues known to staff, but is proposing to expand services to meet an increasingly high demand for shelter, food, and social services in the community. AWC proposes to separate by gender and marital status and limit the number of residents to 35. The site is zoned for residential uses, but a church is not set up for residential occupancy and as a result operates on a temporary, emergency basis. The concern from ADHDA is that the original concept of the emergency "warming center" has evolved into a "homeless shelter," which is a different and more intense social service use as defined above. Typically, a homeless shelter is a permanent facility offering a variety of social services to its clients in addition to a dry, safe, warm space to sleep overnight. Acknowledging this distinction is absolutely fundamental to the application and its use, and even more critical when framing the findings and potential recommendations. An expansion or morphing of an existing use (warming center) to a more intense use (homeless shelter) is not appropriate for a church basement in a residential neighborhood.

In terms of location, the warming center is in fact accessible to a variety of clients and its employees and volunteers because of its proximity to public transit and other social services (Clatsop County, Clatsop Community Action, and food banks). The walking and biking distance from downtown and the Sunset Transit Center is advantageous to the population AWC is trying to serve. However, this same strength is also a reason why living in the neighborhood is an attractive amenity to homeowners and renters.

Locating a warming center is more appropriate at the site than a homeless shelter due to a number of factors. However, the AWC Board has suggested that the warming center will revert back to its original concept of



a low barrier warming center. The Methodist Church offers a lot of benefits to the use, including access, a basement location that is not visible to the public when clients are inside, adequate space, a willing landlord, and adequate indoor facilities. There is a possibility that a warming center could be located somewhere else in the downtown area at another church or other semi-public or public facility. Staff has suggested a thorough site analysis to determine the feasibility of another location. This may also rule out other locations and validate the current location.

Regarding the availability of other sites in Astoria, there are few commercial spaces available that meet the applicant's criteria, as outlined in the submitted application, which does not include appropriate zoning. For example, a former office space on Bond Street, which was approved as a conditional use for a day care facility, is only 3,000 SF and therefore is too small based on a 4,000 SF minimum size requirement. If space is available, most commercial property owners do want to rent the space for less than market value or don't want to be associated with the use. A church offers lower rents in return for serving mission critical needs in the community. New construction for this type of facility is not financially feasible without a considerable capital campaign to raise the necessary funds so the applicant must narrow a search to existing, below market (semi-public or public spaces), vacant spaces. In surveying local nearby churches (First Baptist, First Presbyterian, Peace Lutheran, and Grace Episcopal) each location has drawbacks from physical building and occupancy constraints and zoning to availability and accessibility. The only other public space that is currently vacant is the former OSU Seafood Lab on Port property adjacent to the East Mooring Basin. This property is tied up in legal proceedings between Oregon State University and the Port of Astoria. The applicant also submitted a survey of local real estate listings and concluded that there are no other locations available without substantial cost implications. Refer to Exhibit C illustrating downtown area churches.

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 will have four employees/volunteers on staff during a typical day (i.e., overnight) of operation. This does not pose a significant impact to the site or neighborhood. Almost all clients using the warming center are arriving on foot or bike so the traffic impact is negligible. The site layout allows for entry of clients on the 11<sup>th</sup> Street side. Emergency vehicles can also readily access the site using on street or off



street parking. Solid waste and recycling facilities will be located in the parking lot. Traffic patterns in the neighborhood will be primarily around opening and closing of the center around 7 pm and 8 am, respectively while the majority of the day will not be impacted.

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. No new construction is proposed. According to Police Chief Johnston, there is no net impacts to police services. In theory, incidents are not being reported off site in dispersed locations if a majority of the homeless population is residing in one location. In total, the proposed use will not overburden these services. The Garden of Surging Waves is the closest public park. Anecdotal, homeless clients are not using this park so the impact is negligible. According to Parks Director Cosby, the warming center has been a net positive as a result of a decrease in vandalism to restrooms and other facilities.

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: This is a temporary use for a tenant space so interior improvements are minimal to meet an emergency need. The Building Official and Fire Chief will continue to monitor the fire life safety measures needed to provide a safe space for overnight stays. Standard 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: No site construction is proposed other than adding additional landscaping to improve the appearance of the entryway. A landscaping plan was submitted by the applicant. The existing landscaping at the front entry will be redefined with pavers to encourage clients to not crowd the sidewalk as they enter the facility. In addition, a new garden area is proposed to complement the existing lawn area that borders the sidewalk on the eastside of the building. Section 7.170 requires 5% of the parking lot area to be landscaped. However, the parking area is located across the street and does not contain any landscaping. The increase in landscaping at the church site exceeds the landscaping standard. This standard is met.

Centurylink is located to the north, which does not pose an impact, but there is residential located to south of the church. However, the site has existing landscaping on the Franklin side to buffer the residential character. AWC has proposed to add lighting on the east wall of the building facing



11<sup>th</sup> Street to increase safety and visibility at night. All new lighting cannot glare into neighboring properties.

- E. Section 3.240. *TEMPORARY USE PROVISIONS. Temporary Uses are those which involve minimal capital investment, and which comply with the following standards:*

*A. Duration of Permits. 1. Time Limit. A temporary use permit shall expire one year from the date of Final Decision unless an extension has been granted. 2. Permit Extensions. Prior to permit expiration, the applicant may request extensions in accordance with Section 9.100 (B.2.a & b) and 9.100(B.3 & 4). A permit remains valid, if a timely request for extension has been filed, until an extension is granted or denied.*

Finding: AWC operates on annual basis during the winter months. The nature of the operation and the temporary use provision allows an annual review of the use to examine performance and impacts of the use. Based on the findings of fact, staff recommends a one year approval only. This would allow the AWC the time to conduct a thorough site analysis to find another location that has less impacts to the residential neighborhood. If another site cannot be found, then the AWC would need to request an extension for the 2018-2019 program year and furnish their findings to the Planning Commission for review.

*B. Security. The Planning Commission may require that the applicant furnish the City with a performance bond or other negotiable instrument up to, and not to exceed, the value of the improvements or the cost of removal of the improvements, whichever is greater. This requirement may be made in order to assure that any conditions imposed are completed in accordance with the plans and specifications as approved by the Planning Commission, and the standards established in granting the use.*

Finding: Other than landscaping and lighting, the AWC is not making substantial, capital improvements so this standard does not apply.

## V. DISCUSSION & CONCLUSION

In 2014, the AWC was originally conceived as an emergency warming center and by all accounts provided a much needed social service in Astoria. The more recent direction for the operation, as determined by the AWC Board, is to function more as a homeless shelter, which has become problematic for its real and perceived impacts to the neighborhood. Despite the best efforts of staff and volunteers, the impacts are detrimental and must be mitigated to prevent further erosion of neighborhood character and livability. The AWC to a large extent has acknowledged some of the impacts and has proposed a list of mitigation measures as described in their application. Furthermore, staff has worked with the AWC Board on a pilot "Good Neighbor Agreement" that would govern the activities of the AWC and how to address



impacts. These additional measures are warranted to ensure it operates as a warming center only.

The AWC can operate as a "warming center" only based on a 37 degree overnight outside temperature as determined by the National Weather Service forecast eight hours in advance of the day of operation. The actual temperature threshold can be set lower or higher by the Planning Commission, but 37 degrees is an average winter time temperature where hypothermia and other health related problems can jeopardize human health. The 37 degrees can be determined based on expected wind chill factor or inclement weather such as snow, sleet and freezing rain, but NOT solely based on rain. The AWC Board will make this determination and notify the City and neighbors when the center is open. This allows a proper amount of time to staff the facility and plan for the day of operation and provides for emergency shelter for those most at risk of hyperthermia or death. In addition to the 37 degree requirement, the AWC can only accept 35 clients until all performance standards described below can be met. The AWC Board has communicated to staff that the warming center will open on a temperature basis from November 15 to December 15 and open every night from December 15 to January 15 and revert back to a temperature model from January 15 until February 15 for a total of 90 days of operation as allowed under the Oregon Fire Code Advisory recommendations.

## **VI. RECOMMENDATION**

The request, on balance, meets a majority of the applicable review criteria. Staff recommends approval based on a set of performance standards that the applicant must meet to bring the proposed use into compliance with the Development Code.

The following conditions must be met prior to the opening of the 2017-18 program year (November 15, 2017 to February 15, 2018):

1. The permit is valid for one year until August 1, 2018. An extension may only be granted after the AWC conducts a through site analysis to find a different location.
2. All landscaping and lighting improvements, as well as the bike rack, shall be installed prior to the first day of operation in November 2017.
3. An executed parking lease agreement shall be submitted prior to beginning of operations in November 15, 2017.
4. All suggestions identified in the applicant's proposal stamped June 20, 2017 shall be implemented and verified to the extent possible prior to first day of operation.
5. At no time shall the number of clients exceed 35 unless AWC requests and receives written approval from the Building Official, Community Development Director, and Fire Chief.



6. The applicant shall obtain all necessary City and building permits prior to the start of construction.
7. If the AWC opens the warming center according to the weather policy, the AWC shall create an electronic notice system and notify the City and neighbors who sign up to receive such notice.
8. The applicant shall schedule an annual safety inspection of facilities with the Building Official, Fire Chief, Police Chief, and Community Development Director prior to start of operations.
9. The AWC shall designate and provide the City of Astoria one point of contact with contact info for all issue and concerns.
10. A "Good Neighbor Agreement" shall be negotiated and executed with the Astoria Downtown Historic District Association (ADHDA), which is a recognized neighborhood organization that represents business owners and residents alike. Signatures must be notarized and presented to the Community Development Director for review and authorization. If an agreement cannot be reached, the Community Development Director can present a draft to the Planning Commission for review and consent.
11. The AWC shall furnish a log of all complaints and provide a record of investigation and responses. Valid complaints shall be resolved in a timely manner (48 hours or less).
12. The AWC Board, staff, and volunteers shall develop a litter pick up campaign for a two (2) block radius around the subject site. The AWC is encouraged to enlist the help of the clients they serve.

## **Exhibits**

- Exhibit A: Area Zoning  
Exhibit B: Oregon Fire Code Technical Advisory 11-14  
Exhibit C: Area Churches  
Exhibit D: Written Public Comments  
Exhibit E: Memorandum of Understanding: United Methodist Church & AWC – August 11, 2016  
Exhibit F: Draft Good Neighbor Agreement: AWC & ADHDA – July 18, 2017

Exhibit A

[Clatsop County Maps](#) | [City Website](#) | [School District](#) | [School District](#) |



Sketch Tools

Google Street View

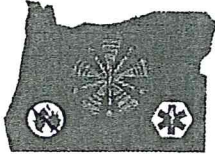
Buffer Selected Features



GeoMOOSE 2.6.1 1:719

X,Y: 7358260, 936472 Lat, Lon: 46.18





## OREGON FIRE CODE

### Interpretations and Technical Advisories

A collaborative service by local and state fire professionals, along with our stakeholders and customers, to provide consistent and concise application of Oregon's fire prevention and life safety regulations.

**Date:** Revised November 30, 2011 (April 4, 2011)

**Ruling:** Technical Advisory No. 11-14 (Revised TA# 09-03)

**Subject:** Temporary Shelters.

**Code Reference:**

**Content:** This technical advisory contains minimal guidelines to allow a building not normally designated as an R Occupancy (use of a building or structure, or a portion thereof, for sleeping purposes) to be used as a temporary shelter with **the approval of the local jurisdiction**. This may include your local building, zoning and fire official.

**Note:** Local jurisdictions may have more stringent requirements than are provided here or they may not allow temporary shelters.

**Time limits:** To meet the allowances of this advisory, a building may be used as a temporary shelter for a maximum of ninety days (90) within any twelve (12) month period of time beginning on the first (1<sup>st</sup>) day of occupancy or as approved by the local authority having jurisdiction.

**Maximum Number of Occupants Allowed:** The maximum number of allowable temporary shelter occupants shall be calculated using an occupant load factor of one (1) individual for every thirty-five (35) square feet of room area. For example, a room with 980 square feet would be allowed to provide temporary shelter for up to 28 occupants.  $980 \text{ divided by } 35 = 28$ .

**Life-Safety Requirements:** The following life-safety requirements apply to buildings being used as a temporary shelter:

**1. Fire sprinklers.** It is not necessary for a building to have fire sprinklers installed to allow it to be used as a temporary shelter. However, buildings with approved fire sprinklers installed may be granted more flexibility as follows.

- When a building has approved fire sprinklers installed throughout, temporary shelter sleeping areas may be located on any building floor level.

- When a building is not fully fire sprinklered, temporary shelter sleeping areas may only be located on the first (ground) or second floor. Sleeping areas are not permitted in basement areas of a non fire sprinklered building.

## **2. Smoke alarms and detection.**

- All temporary shelter sleeping areas shall be provided with approved smoke alarms or a complete approved smoke detection system.
- All other areas of the building used for temporary shelter operations shall be equipped with smoke alarms or a smoke detection system as required by the local fire code official.
- Smoke alarms may be battery operated.

## **3. Carbon monoxide (CO) alarms and detection.**

- All temporary shelter sleeping areas shall be provided with approved carbon monoxide alarms or a complete approved detection system in buildings that have a carbon monoxide source such as a heater, fireplace, furnace, appliance or cooking source that uses coal, wood, petroleum products and other fuels that emit carbon monoxide as a by-product of combustion. This would include buildings with an attached garage with a door, ductwork or ventilation shaft that communicates with the rooms intended for sleeping.
- Carbon monoxide alarms may be battery powered.

**4. Means of Egress (Exits).** All floor levels with temporary shelter areas shall have a minimum of two means of egress (exits) from each floor level. All means of egress (exit) paths shall be maintained free of obstructions at all times. Exits from sleeping areas shall be as follows;

- Sleeping areas located on the ground floor of a temporary shelter with an occupant load of 49 or less shall have a least one (1) exit and at least one (1) window qualifying as an escape or rescue window as defined by the building code.
- All other floor levels used as temporary shelter sleeping areas that have an occupant load of 10 or more shall have two (2) exits from the area. The exits serving the areas shall be separated by a distance equal to at least 1/3 of the longest diagonal distance of the area.

**5. Emergency Evacuation Plan.** All temporary shelters shall create and maintain an approved emergency evacuation plan addressing the evacuation of all occupants in an emergency event. At a minimum, the emergency evacuation plan shall contain the following:

- Building floor plans. Building floor plans for each floor of the temporary shelter with sleeping areas clearly identified.
- Room size. The square footage of all rooms of the temporary shelter.



- Egress (exit) path. Building floor plans shall clearly show the egress (exit) paths from all areas of the temporary shelter. Egress (exit) path floor plans shall be posted throughout the temporary shelter.
- Life-safety systems. The emergency evacuation plan shall also include information about the fire sprinkler system, fire alarm system or the smoke alarms.
- Occupant list. A list of all occupants each night must be made maintained and made available to the emergency personnel in the event of a fire or incident.

**6. Fire Watch.** During sleeping hours a fire watch shall be maintained continuously. This means at least one responsible person shall be awake and assigned this responsibility. This duty may be rotated among a number of responsible adults during the sleeping hours. The fire watch person shall be equipped with a working flashlight and have access to a phone or carry a cell phone on their person.

**7. Documentation.** Documentation of all fire safety requirements including copies of the temporary shelter evacuation plan shall be maintained on site and shall be available for review at the request of the local fire code official.

**8. Notification.** The local fire code official shall be notified prior to the temporary shelter being used. Notification shall include the number of occupants being temporarily sheltered and the expected days and times that the temporary shelter will be used. The local fire code official may require an inspection prior to the shelter being occupied.

#### **Other References:**



Grace Episcopal:  
1545 Franklin



Exhibit C: Area Churches

Peace Lutheran

First Presbyterian

United Methodist

First Baptist



**Kevin Cronin**

---

**From:** george@takelma.com  
**Sent:** Wednesday, July 12, 2017 12:59 PM  
**To:** Kevin Cronin  
**Subject:** RE: Conditional use permit for Warming Center (second request)

Kevin:

Thank you for your very prompt and complete reply. The question was not directed to you in the first instance since I doubted that we hired you to spend time on such mundane matters as "neighbors'" complaints about minimum compassion being extended to street people.

George McCartin

----- Original Message -----

Subject: RE: Conditional use permit for Warming Center (second request)  
From: "Kevin Cronin" <kcronin@astoria.or.us>  
Date: 7/12/17 12:26 pm  
To: "george@takelma.com" <george@takelma.com>  
Cc: "Anna Stamper" <astamper@astoria.or.us>

Hi George:

I'm the project manager for the temporary conditional use application.

In short, the reason the CUP is required is that the use is not listed in the R-3 High Density Zone.

For a "temporary use" such as a Warming Center to continue legally, a conditional use is required by the Development Code (Section 2.160.10).

In addition, the use has migrated from different locations and the use has expanded over the last year requiring additional review and concerns from the neighbors. The Warming Center Board has requested use of the Methodist Church for another year until another location can be found.

I hope this addresses your question.

Please let me know if you have any other questions.

I look forward to receiving your comments by July 18 if you want it included in the APC packet.

Thanks – Kevin

Kevin A. Cronin, AICP

Community Development Director

City of Astoria

Community Development Department

1095 Duane Street

Astoria, OR 97103

503-338-5183 (w)

971-704-4821 (c)

[kcronin@astoria.or.us](mailto:kcronin@astoria.or.us)

[www.astoria.or.us](http://www.astoria.or.us)



CITY OF ASTORIA  
Founded 1811 • Incorporated 1856

**"Where Preservation Meets Progress"**

**From:** george@takelma.com [mailto:george@takelma.com]

**Sent:** Wednesday, July 12, 2017 11:50 AM

**To:** Anna Stamper <astamper@astoria.or.us>

**Cc:** Nancy Ferber <nferber@astoria.or.us>; Kevin Cronin <kcronin@astoria.or.us>

**Subject:** FWD: Conditional use permit for Warming Center (second request)



Anna:

Please direct this email (below), sent last week, to the proper person for a reply. I am preparing a document regarding the Planning Commission's Action and I want to make sure I have my facts correct. Thank you.

George McCartin

----- Original Message -----

Subject: Conditional use permit for Warming Center  
From: [george@takelma.com](mailto:george@takelma.com)  
Date: 7/7/17 8:45 pm  
To: "[astamper@astoria.or.us](mailto:astamper@astoria.or.us)" <[astamper@astoria.or.us](mailto:astamper@astoria.or.us)>

For the last three years The Warming Center has operated quite successfully with little or no disruption in the area where it is located. Why now is this nonprofit volunteer organization required to submit an application for a conditional use permit and be subject to a public hearing on the same? A citation to the city code section requiring this would be appreciated.

Thank you kindly,

George McCartin

July 13, 2017

CLERK OF ASTORIA  
JUL 14 2017  
BUILDING CODES

Astoria Planning Commission:

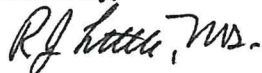
I'm writing in support of the Temporary Conditional Use by Astoria Warming Center to operate the AWC at 1076 Franklin Avenue (the Methodist Church).

I understand the difficulties this service can bring to an area and empathize with the AWC's neighbors and their concerns. But, from working at the Jail and in the local Emergency Department and Urgent Care Clinics I understand the difficulties faced by the homeless in our area. I have dealt first hand with the medical, physical and emotional consequences of their homelessness. All these problems, particularly, can be exacerbated during the winter months when the Center operates.

The Center enjoys good support from the Medical community, Law Enforcement and Social Service agencies and is a key part of the very limited safety net services available locally. Last year the AWC served a little over 200 individuals-- not a large number but still amounting to about 2% of Astoria's population. There may be better locations to host this service, but my understanding is that location has yet to be found by the Center's operators. Additionally the entrance to the center at its current location is just a few hundred feet, at the most, from the Senior Center where the AWC was previously located in the same Astoria neighborhood.

The Warming Center provides vital support to our area and to a particularly vulnerable portion of our community. If the Center closes, their problems won't go away and our town will lose an important helping resource.

Sincerely,



Roy J. Little, MD  
1777 Nita Street  
Astoria



CITY OF ASTORIA  
JUL 17 2017  
BUILDING CODES

Richard D. Bowers  
PO Box 1406  
Astoria, OR 97103

July 17, 2017

Planning Commission  
1095 Duane Street  
Astoria, OR 97103

Dear Commission Members:

I am writing in support of the Astoria Warming Center (AWC). I am aware the AWC and supporters have provided the statistics supporting the service they provide so I will not attempt to duplicate that information here.

My focus instead is on the general goal of the Commission which, as I understand it, is to support the intentions of the Astoria Comprehensive Plan along with the Development Code. As I read these documents I have an overall sense that one of the goals is to provide support for the health and safety of Astoria's residents. For example, 1.125.A.9 of the Development Code says the Commission is to "Study and propose such measures as are advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the City and of the area within six miles thereof." While ruling on a temporary Conditional Use Permit is not directly addressed by this section of the code, to me, this section of the code does provide a high level objective of promoting the public interest.

Certainly the residents and businesses in the vicinity of the AWC need to be considered in your ruling. I suspect some would question whether the needs of the homeless are to be considered as part of "the public interest." For me this is clarified by the Oregon Secretary of State who states that the homeless can indeed vote (see <http://sos.oregon.gov/voting/Pages/homeless-confidential.aspx>). From my perspective, if the homeless can be members of the voting public they certainly are members of the community.

It is my opinion that the Warming Center contributes to the public interest, health, morals, safety, comfort, convenience, and welfare of the City by providing a safe, warm, dry shelter for the homeless and preventing possible death due to exposure to winter weather. By providing this designated and supervised shelter, the property of businesses and residents is protected from unwelcome trespassing by those seeking other places of refuge.

Also, as a former mediator in the California court system I am well aware that many rulings have the unfortunate effect of creating winners and losers. My hope is the Commission/staff are able to craft a win-win solution where all parties have a sense that their needs were met.

Sincerely,

  
Richard D. Bowers

CITY OF ASTORIA

7/17/17

JUL 17 2017

BUILDING CODES

Mr. Cronin,

On behalf of the Astoria Downtown Historic District Association (ADHDA), I am writing this letter in response to the Conditional Permit for the Astoria Warming Center-Permit Number CU 17-06 Astoria Warming Center.

The ADHDA membership held an open conversation about the warming center at the General Meeting on Friday, July 6, 2017, and several concerned downtown district members voiced their disapproval of the proposed conditional permit changes. As the downtown association for merchants and residents, the ADHDA Board has a responsibility to represent the views of our constituents, and those views are strongly against a no-barrier, open regardless of temperature center in downtown. Having a no-barrier center in the heart of residential downtown simply is not desirable; therefore, we are against issuing the permit.

The Board understands the challenge to assist the homeless population in a positive manner and we are concerned for the homeless too. Without social services standards as part of the warming center's plan, this permit only acts as an enabling device supporting the homeless lifestyle. Promoting and enabling homelessness downtown then has a detrimental effect on bringing the residents off the hill, tourism, and the safety of our hospitality industry workers. Having this center downtown is simply not desirable. There are buildings outside of our downtown district that would be suitable for the center without the negative impacts on retail development and social intercourse.

While the proposed conditional permit says the location contains an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses, one must realize that the homeless community does not adhere to typical society norms. Examples of this include excessive litter, loud yelling, public drug-use, daytime public sleeping, and public defecating in public areas. The warming center location cannot be separated from adjacent housing and retail businesses enough to preclude these behaviors from impacting neighbors. Therefore, any future warming location site should be outside of the downtown core.

Thank you for considering these comments as you move forward in making your decision.

Julie Kovatch-ADHDA Board Member

On behalf of the Astoria Downtown Historic District Association



## Letters of support

*Astoria Warming Center application for Conditional Use Permit—July 25, 2017*

To date (July 17, the date of submission of materials to the Planning Commission) the warming center has received letters and e-mails of support from 44 people representing various aspects of the community. These are included in the packet submitted.

An overview and noteworthy points regarding the letters: there were

- 3 from churches, who stressed the compassion of the AWC's mission; the church that houses the AWC noted the appropriateness of the site
- 17 from the greater community, many of whom mentioned a sense of civic pride that such an effort exists here and is volunteer-run, and noted the accessibility of the center at its downtown location; one was from a local business that donates food to the center
- 3 who live in the Illahee Apartments, and one other from the immediate neighborhood, who emphasized their lack of feelings of fear of the population in question and praised the central location of the AWC
- 14 from volunteers, many of whom noted the relationships they have formed with guests and their commitment to the mission of the AWC

and very significantly, letters from professionals who have dealt directly with this population:

- from Columbia Memorial Hospital: 2 nurses, one in the ER; a doctor, and a 3rd-year medical student, who noted that they are very grateful to have a place out of the elements to send their patients upon release, which happened "on numerous occasions"
- a psychiatrist and a therapist/counselor, who noted the need for the sort of safety net the AWC provides the unhoused with mental-health problems, and support the current location of the AWC and its convenience to resources the guests need (such as the CCA).
- the manager of the Sunset Empire Transit Center, who knows many of the AWC guests and appreciates the center's existence as a refuge for them during the winter
- the executive directors of The Harbor and Clatsop Community Action, who noted the positive outcomes of the AWC as a bridge to those experiencing homelessness, and who will continue to work with the center in support of its guests
- a professional in affordable housing/efforts to end homelessness, who has worked all over the state and volunteers at the warming center, who said that the AWC is the best community-based response she has seen

and *most* significantly, the Friends of Columbia Community Health, who supported the AWC not only with words but also a \$25,000 grant, for which we had not applied. The funds are restricted to support organizational development, fundraising, resource research, and training; an additional \$5,000 is unrestricted and will be used for general operations.

(It should also be noted as an aside that there is support from the social media: on the AWC Facebook page, there had been 8,500 views regarding the public hearing as of July 16, with over 500 *Likes* and only 13 negative responses.)





Open hearts. Open minds. Open doors.

**The people of The United Methodist Church™**

June 27, 2017

Dear Astoria Planning Commission,

I have lived and worked in Astoria for seventeen years. My work as a licensed professional counselor has allowed me to work directly with Clatsop county courts, law enforcement, medical doctors, Clatsop Community College and DHS. I am now in a second career, serving our Astoria community as the pastor of First United Methodist Church where the Astoria Warming Center (AWC) has operated for the past two years.

During these years of interfacing with Clatsop County agencies and professionals, I've seen a lot of excellent service given to our community. However, the dedication and commitment of the hard-working AWC Board, Staff and Volunteer Team has been exceptionally inspiring. What a giving and compassionate group of people!

In response to the services offered by the AWC, one downtown business owner said to me, "The Warming Center really demonstrates what a generous community we live in!" I agree. It has been a great thing to see so many people volunteer and donate resources of time, goods, food and money to help those in need. It has been rewarding to partner with so many Clatsop County businesses and individuals.

I also have received much unsolicited, positive feedback and appreciation from community members. Surprisingly, I've had strangers stop me on the street to express their gratitude for the church's involvement with the Warming Center. Working with the AWC has made me feel more appreciation for living in Astoria, a town that truly cares about its citizens.

Once, while shopping downtown, the shop owner recognized my name and said, "Isn't it your church that is taking care of the homeless? I want to thank you for helping my business out! My customers are no longer walking by people sleeping on the street near my shop and my planters are no longer being used as a toilet."

The AWC have been exemplary occupants of the church building, upgrading the overall usability and functionality of our facility. They have also been meticulous in the care and cleaning of our facility.





Open hearts. Open minds. Open doors.

**The people of The United Methodist Church™**

Our United Methodist congregation is deeply moved by the commitment of this organization to help those who, for so many different reasons, are in a vulnerable life circumstance and in need of support. Most of us can identify with life's unexpected downturns and it has been the churches' privilege to partner with the Warming Center to help a diverse group of individuals and families in need. For some AWC volunteers it has been surprising to see a former neighbor or acquaintance in need of a night's shelter. We didn't know we would be helping our *literal* neighbors.

As United Methodists, our mission is to contribute our resources to those in the community who need support, in any way that we can. In rural areas, churches are often part of the social fabric of lending a helping hand. We believe that our location is an appropriate site for this needed community service and we are grateful to be able to work with the Astoria Warming Center and so many other community partners in extending "open hearts, open minds and open doors".

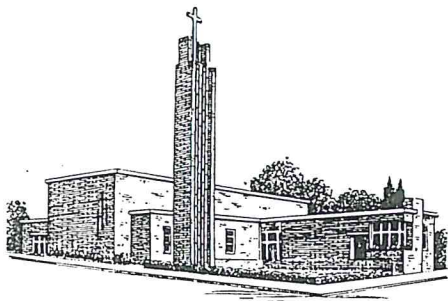
That being said, as a congregation, of course we also want to address the concerns of those who live in the AWC's immediate vicinity. We very much want to be responsive to the neighborhood's needs. Our congregation is eager to work with the Warming Center to address the needs of *all* our neighbors. We are hopeful that the city's Planning Commission will honor and listen to the thoughts and feelings of a broad cross-section of our community. We believe that accommodations can be put in place that will alleviate the concerns that have been recently expressed. As one neighbor said at our recent Neighborhood Meeting, "Let's look for ways to leverage the goodwill of the people to be good neighbors".

Thank you for your attention to all the needs of the people involved in this decision regarding the Astoria Warming Center.

In Partnership,

Rev. Carol Prichard and Council Members of the First United Methodist Church of Astoria





## Peace Lutheran Church

565 Twelfth Street  
Astoria, Oregon 97103  
(503) 325-3871

*A Stephen Ministry Church*

City of Astoria Planning Commission  
Astoria, Oregon 97103

July 12<sup>th</sup>, 2017

Dear Planning Commission,

As a member-church of a larger spiritual body and citizenry of Astoria, I am compelled to write in affirmation and renewed commitment to the services provided through the Astoria Warming Center. Homelessness persists with millions of people of every race, creed, age and gender living on the precarious edge of homelessness. It's not just an issue for religious people, but an issue that defines and advertises a community's moral convictions. Communities are at their best when they acknowledge the needs within them and acknowledge with gratitude what people are doing to respond with compassion. We, at Peace Lutheran Church, give thanks to God for what the "Warming Center" is doing to live out its mission and urge our community leaders to aid them toward the goal that all citizens have decent housing and a suitable living environment (Federal Housing Act of 1949).

Reasons for homelessness are myriad: the brokenness of family relationships, impoverished schools, low wages, lack of employment opportunities, a diminishing supply of affordable housing for the poor, the absence of health insurance, and inadequate services for the mentally ill and substance abusers, just to name a few. The absence of a genuine commitment at the federal level to provide the resources to address a critical shortage of affordable housing has exacerbated the problem of homelessness. Regardless of its causes, however, negative stereotypes of the homeless will never help anyone to take hold of a more hopeful view of the future. We can only decide what kind of people we want to become, in relation to this issue, and invite the community to share in our public transformation.

God's mandate concerning people who exist on the margins of society is clear to the faith community: "Give justice to the weak and the orphan; maintain the right of the lowly and the destitute. Rescue the weak and the needy; deliver them from the hand of the wicked" (Psalm 82:3-4). Working for justice with and for homeless people is, perhaps, the single greatest focus of accepting mutual responsibility for community "wholeness" and "respect." I encourage "the Commission" to renew the Warming Center's license/certificate to provide services for the "homeless" throughout the coming winter and beyond. Though more needs to be done to walk more closely with and among people who are homeless and who are at risk of becoming homeless, the leaders, staff and volunteers of the Warming Center are teaching us what a healthy community looks like. Given your support, it will go a long way in shaping our community consciousness in addressing the needs of our neighbors into the foreseeable future.

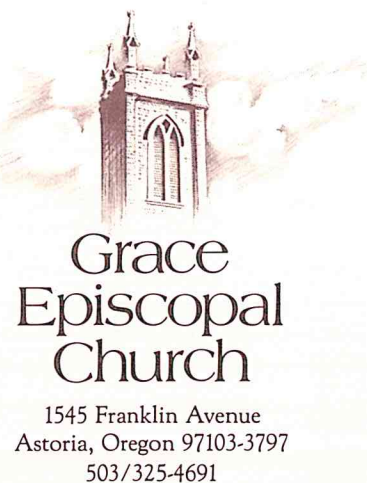
With highest regards,

Rev. Steven C. Dornfeld



Monday, June 26, 2017

City of Astoria Planning Commission  
c/o Astoria Warming Center  
1076 Franklin St.  
Astoria, OR 97103



To the Commission:

The vestry of Grace Episcopal Church, charged with its management and the direction of its efforts, has voted to write on behalf of the Astoria Warming Center in its application for a conditional use permit.

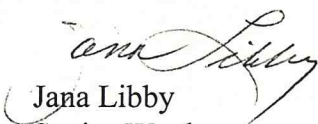
Parishioners at Grace Church were part of the formation team who began the warming center; parishioners continue to volunteer there every week when it is open; parishioners have served since its inception, and still do, on the warming center's board of directors. Until the AWC attained 501(c)(3) nonprofit status, Grace was a vehicle for their donations. The warming center is an extension of our mission statement: *With the Grace of God and empowered by the Holy Spirit, we seek and serve Christ in ourselves and our neighbors.* As in the parable of the Good Samaritan, we consider our neighbors to be any of our fellow humans; we do not require that they be like us or accept our way of life or our beliefs; we seek to love all as we find them. Our food pantry is one aspect of serving our neighbors, and we believe the Astoria Warming Center embodies the same principles.

Guests at the warming center are also clients at our food pantry and guests at our semimonthly free community dinners. We know them. Many are long-term Astoria residents or from elsewhere in Clatsop County who find themselves in Astoria in the winter; in summer they often camp near the river and are less visible to the general public, but we serve them year-round.


We applaud the First United Methodist Church for housing the Astoria Warming Center, which our building as currently used could not do; we are grateful that such a service exists in Astoria for a population that has nowhere else to turn. In the winter of 2015-16, three homeless people died in Astoria of weather-related exposure, one of them in our entryway. During this past winter, there were no such deaths in the homeless population, which we believe can be attributed to the fact that the warming center was open every night instead of hoping a weather prediction of temperatures above 40 degrees F. would be correct.

Grace Episcopal Church enthusiastically supports the Astoria Warming Center and urges the city to grant the conditional use permit that it seeks.

Yours in Christ,

  
Jana Libby  
Senior Warden

for the Grace Episcopal Church vestry

  
Frank Lertora  
Junior Warden



Astoria Warming Center <astoriawarmingcenter@gmail.com>

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## In Support of the Warming Center

1 message

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**Erin Hofseth** <eghofseth@gmail.com>

Mon, Jul 3, 2017 at 3:30 PM

To: AstoriaWarmingCenter@gmail.com

To Whom This May Most Concern:

For the past year I've worked closely with the homeless community in Astoria through Filling Empty Bellies, as well as working as an advocate at The Harbor. I have seen, first hand, how important this community resource is. So many different people, from various walks of life, have utilized the Warming Center in some fashion. It literally saves lives during the cold winter months, as there are very limited shelter resources here in Clatsop County.

With all due respect, please grant this permit to the church. Our community needs this extremely valuable resource.

Thank you.

Sincerely,  
Erin Hofseth

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To: Board of Directors, Astoria Warming Center, & Astoria Planning Commission

June 26, 2017

I am a 40+ year resident of the City of Astoria, & I have seen the homeless population here burgeoning over the past ten years or so. With this in mind, I think it is the obligation of any civilized community to deal with social problems as a group, & to do what we can to help the disadvantaged in our midst.

In current national political & social conversations it often seems like more cold-hearted thinking prevails. We have, as a country, often subverted the real public best interest in favor of letting faceless corporate conglomerates decide public policy, based primarily on monetary return on investment.

The problem of 'homelessness' is really a by-product of decades of declining real wages & job opportunities, & declining public revenues collected, resulting in reduced spending to address public services, housing, & mental illness.

In a perfect world, the national tax structure & administrative priorities could provide funding to address the causes of homelessness, & offer people a choice besides spending winter nights out on the streets for weeks at a time. Unfortunately, this is not the world as we are living in it today.

If ever there was an issue that needs to be addressed locally (in lieu of effective national or regional policies), this is one of the big ones.

The Astoria Warming Center, & the Methodist Church, seem to me to be doing a pretty good job of getting volunteers from the community involved in helping to alleviate the situation here.

I also realize that people living near the church may not have such a rosy view of the Center, which has become a part of daily life in that part of town. (I live one block from the county jail, & at times the same *forbearance is called for here*).

In addressing neighbors' objections I would say, at least keep the Center & its network active & functioning, even while you look for better places to house it. The more people involved, the more the conversation takes place, & the better the chances of coming up with a better solution.

If the Warming Center closes, it will be that much harder to re-create the administrative structure that is in place now, in order to re-open. People will drift away, & the homeless problem gets bigger & more widespread, & the identity of Astoria as a tolerant, non-judgmental place of refuge, & old-fashioned small town decency, takes a big hit.

As a small but enduring outpost, in what some describe as a 'bleak' setting, I think Astoria owes it to the State of Oregon (and the nation) to show what we can do when we focus local abilities on local problems. We have come together on other issues, & I know we can do the same again here.

William B. Barnett



474 6<sup>th</sup> St

Astoria



Astoria Warming Center <astoriawarmingcenter@gmail.com>

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## In support of the Astoria Warming Center

1 message

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Jenny Donohue <threedonohues@msn.com>

Thu, Jul 6, 2017 at 7:19 AM

To: "AstoriaWarmingCenter@gmail.com" <AstoriaWarmingCenter@gmail.com>

I am writing this letter to show my support of the Astoria Warming Center, and its continuing operation at the United Methodist Church, 557 11th Street, Astoria, Oregon.

With the very limited emergency shelter options available in Clatsop County, the Astoria Warming Center is a vital resource that the community cannot afford to lose.

The existence, and accessibility, of the Warming Center, at its downtown location, literally saves lives during the very cold and dangerously stormy winter months here on the Oregon Coast.

I ask that the city of Astoria please grant the necessary permit for the Astoria Warming Center to remain at the United Methodist Church, so that this important resource will remain available to the people in our community who need it most.

Thank you.  
Sincerely,

Jenny Donohue

"Helping one person might not change the whole world, but it could change the world for one person."





Astoria Warming Center <astoriawarmingcenter@gmail.com>

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## In Support of the Astoria Warming Center

1 message

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**Shawna Neumeister** <shawna.neumeister@gmail.com>

Wed, Jul 5, 2017 at 10:44 PM

To: astoriawarmingcenter@gmail.com

To Whom It May Concern,

I am writing this letter to show my support of the Astoria Warming Center, and its continuing operation at the United Methodist Church, 557 11th Street, Astoria, Oregon.

With the very limited emergency shelter options available in Clatsop County, the Astoria Warming Center is a vital resource that the community cannot afford to lose.

The existence, and accessibility, of the Warming Center, at its downtown location, literally saves lives during the very cold and dangerously stormy winter months here on the Oregon Coast.

I ask that the city of Astoria please grant the necessary permit for the Astoria Warming Center to remain at the United Methodist Church, so that this important resource will remain available to the people in our community who need it most.

Thank you.

Regards,

Shawna Neumeister  
1045 Franklin Ave.  
Astoria, OR 97103

A set of small, faint navigation icons typically found in the bottom right corner of a Gmail email interface, including icons for back, forward, and other email actions.



Astoria Warming Center <astoriawarmingcenter@gmail.com>

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## In Support of the Astoria Warming Center

1 message

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**Jeff Carlsen** <JeffCarlsen@cbcc.net>

Wed, Jul 5, 2017 at 2:45 PM

To: "AstoriaWarmingCenter@gmail.com" <AstoriaWarmingCenter@gmail.com>

Subject: In Support of the Astoria Warming Center

To Whom It May Concern

I am writing this letter to show my support of the Astoria Warming Center, and its continuing operation at the United Methodist Church, 557 11th Street, Astoria, Oregon.

With the very limited emergency shelter options available in Clatsop County, the Astoria Warming Center is a vital resource that the community cannot afford to lose.

The existence, and accessibility, of the Warming Center, at its downtown location, literally saves lives during the very cold and dangerously stormy winter months here on the Oregon Coast. I have been involved with feeding the hungry and homeless in Astoria for the past six months and have seen firsthand how critical the warming center is during our cold, wet months. It would be inhumane and a travesty to not have a shelter like this available if it is within our power to do so, especially in a community that prides itself on caring for others.

I ask that the city of Astoria please grant the necessary permit for the Astoria Warming Center to remain at the United Methodist Church, so that this important resource will remain available to the people in our community who need it most.

Thank you.

Sincerely,

Jeff Carlsen

Cannon Beach

"Helping one person might not change the whole world, but it could change the world for one person."





Astoria Warming Center &lt;astoriawarmingcenter@gmail.com&gt;

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**Support**

1 message

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**Janine Dean** <emailjdean@gmail.com>

Mon, Jul 3, 2017 at 6:25 PM

To: astoriawarmingcenter@gmail.com

Subject: In Support of the Astoria Warming Center

I am writing this letter to show my support of the Astoria Warming Center, and its continuing operation at the United Methodist Church, 557 11th Street, Astoria, Oregon.

With the very limited emergency shelter options available in Clatsop County, the Astoria Warming Center is a vital resource that the community cannot afford to lose.

The existence, and accessibility, of the Warming Center, at its downtown location, literally saves lives during the very cold and dangerously stormy winter months here on the Oregon Coast.

I ask that the city of Astoria please grant the necessary permit for the Astoria Warming Center to remain at the United Methodist Church, so that this important resource will remain available to the people in our community who need it most.

Thank you.  
Sincerely,  
Janine Dean

"Helping one person might not change the whole world, but it could change the world for one person."

Thank you,  
Janine Dean  
Sent from my iPhone



Astoria Warming Center &lt;astoriawarmingcenter@gmail.com&gt;

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**In Support of the Astoria Warming Center**1 message

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**Audrey Williams** <aw.harbor.nw@gmail.com>

Mon, Jul 3, 2017 at 6:17 PM

To: AstoriaWarmingCenter@gmail.com

I am writing this letter to show my support of the Astoria Warming Center, and its continuing operation at the United Methodist Church, 557 11th Street, Astoria, Oregon.

With the very limited emergency shelter options available in Clatsop County, the Astoria Warming Center is a vital resource that the community cannot afford to lose.

The existence, and accessibility, of the Warming Center, at its downtown location, literally saves lives during the very cold and dangerously stormy winter months here on the Oregon Coast.

I ask that the city of Astoria please grant the necessary permit for the Astoria Warming Center to remain at the United Methodist Church, so that this important resource will remain available to the people in our community who need it most.

Thank you.

Sincerely,

Audrey Williams

"Helping one person might not change the whole world, but it could change the world for one person."





Astoria Warming Center <astoriawarmingcenter@gmail.com>

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## In Support of the Astoria Warming Center

1 message

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**Melinda Sage** <ms.m.sage@gmail.com>  
To: AstoriaWarmingCenter@gmail.com

Mon, Jul 3, 2017 at 5:14 PM

I am writing this letter to show my support of the Astoria Warming Center, and its continuing operation at the United Methodist Church, 557 11th Street, Astoria, Oregon.

With the very limited emergency shelter options available in Clatsop County, the Astoria Warming Center is a vital resource that the community cannot afford to lose.

The existence, and accessibility, of the Warming Center, at its downtown location, literally saves lives during the very cold and dangerously stormy winter months here on the Oregon Coast.

I ask that you please grant the necessary permit for the Astoria Warming Center to remain at the United Methodist Church, so that this important resource will remain available to the people in our community who need it most.

Thank you.

Sincerely,

Melinda Sage

"Helping one person might not change the whole world, but it could change the world for one person."

Sent from my iPhone



Astoria Warming Center &lt;astoriawarmingcenter@gmail.com&gt;

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**Warming Center**

1 message

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**Michelle Lee** <lee.mlee.michelle@gmail.com>

Mon, Jul 3, 2017 at 4:07 PM

To: AstoriaWarmingCenter@gmail.com

To Whom It May Concern;

I am writing this letter to show my support of the Astoria Warming Center, and its continuing operation at the United Methodist Church, 557 11th Street, Astoria, Oregon.

With the very limited emergency shelter options available in Clatsop County, the Astoria Warming Center is a vital resource that the community cannot afford to lose.

The existence, and accessibility, of the Warming Center, at its downtown location, literally saves lives during the very cold and dangerously stormy winter months here on the Oregon Coast.

I ask that you please grant the necessary permit for the Astoria Warming Center to remain at the United Methodist Church, so that this important resource will remain available to the people in our community who need it most.

Thank you.

Sincerely,

Michelle Lee

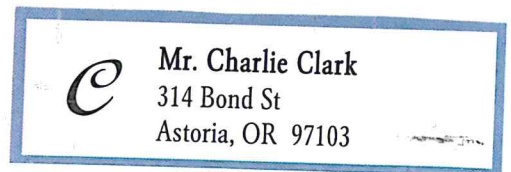
Warrenton Resident



To Whom it may concern,

To the City Commissioners, I  
as a citizen of the USA could only  
thank that doing something good  
for the public is the right thing  
to do. I thank that the warming  
center is a good thing not just  
for a few people but for all of  
US.

Take Care



And God bless US ALL.

*To: Astoria City Planning Commissioners*

*From: Nancy L. Black*

*Date: July 11. 2017*

*Subj: Conditional Use Permit*

*On July 25 you will have the opportunity to agree to a conditional use permit for a warming center at the United Methodist Church. I hope you will agree to the permit. There are many people volunteering and in support of the center. Astoria can be proud of the great concern many have to help the diseased and homeless people. While providing a break from their situations, it relieves the streets and docks it also helps the businesses. I again ask you to agree to the request by doing the right thing. I hope none of you will never have to see a member of your family need this service. It was not operating when a member of my family was homeless and depressed. He just recently passed away. It could have helped him.*

*Respectfully, NLB*

*hlg*

*Warrenton*



July 16, 2017

To:  
The Astoria Planning Commission  
Astoria City Hall

The Astoria Warming Center is very much needed. The root cause of that need is mental illness of those needing this service. Common knowledge says that the mental health system is broken. At this point we can only treat the symptom; here it is homelessness during adverse weather periods. Put them out of the Warming Center and they must go somewhere: into the streets where they die in doorways or under buildings where they die unnoticed until the weather warms. They must die somewhere and the adverse weather is a likely time. Let them come in where it is warm and then let us attempt to transfer them into appropriate treatment/care. Are the mentally ill obnoxious, trashy, and even ungrateful - it is a most ugly disorder but they are each someone's child.

Warrenton has a small warming center temporarily. Seaside has the Helping Hands mission where they can be but inappropriately so. The Forestry Department has refused an offer of free shelter sheds - not their mission. So these folks belong to the City of Astoria.

The system is broken. There is no need to break it further. "Not In My Neighborhood" is not a valid excuse. Homelessness at this level is a desperate problem. If the Center be not where it is now, will the City show where? This is a city problem for every city.

Richard Elfering  
NAMI Clatsop County Inc.  
503-325-7430



Astoria Warming Center &lt;astoriawarmingcenter@gmail.com&gt;

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**Keep the warming center open!:)** 

1 message

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**Taylor templin** <taytemp11@gmail.com>

Sun, Jul 16, 2017 at 1:18 PM

To: astoriawarmingcenter@gmail.com

To the City of Astoria,

The Astoria Warming center has provided food, clothes, blankets and a place to sleep for those whom do not have a place to sleep or the money to buy food or clothes. This program has done so many things for our county and those whom need that extra little help to get them through. If we don't have a warming center for people to go to, where will they go? The street where it's freezing out or hospitals where they will be turned away because our ER's simply can't do anything for them without compromising the care for individuals in an emergency. There is no where for these individuals to go and the warming center has done an amazing job in providing a place for people. There is a lot of time and energy that goes into making this program happen, but I know that it is very much appreciated by those who use it and look forward to a warm place to sleep and a hot meal. So please don't close this amazing resource to those who need basic living essentials to make it through our freezing winters. Let's be a community like you say we are and keep this place running!

Sent from my iPhone



July 16, 2017

To the City of Astoria:

**RE: SUPPORT for the Astoria Warming Center**

I, **Susan MacBryde**, a resident of the city of Astoria, OR, am in **support of the Astoria Warming Center** (AWC) and the **approval of the Conditional Use Permit** by the City of Astoria.

The mission of the First United Methodist Church (FUMC) to provide shelter to homeless and otherwise exposed individuals during the very inhospitable winter months here in Astoria, and the efforts of the volunteers for the AWC should be commended, not thwarted. No one should die of exposure. Our emergency rooms certainly cannot continue to absorb the fallout of the lack of such a shelter.

The AWC is complying with the application requirements regarding the appropriateness of the location (near downtown where the majority of the homeless population is generally found); that a search for a suitable alternative site has been performed (which it has); that the use of the FUMC location will not impact transportation/traffic, refuse disposal/collection, or sidewalk passage around the facility. It is my understanding that certain landscaping and AWC access improvements, for which a plan has been submitted, will not only enhance the exterior of the church, but will address the concerns area residents have regarding the nightly congregation of AWC guests by allowing them to enter more gradually and inconspicuously versus en masse. All of these efforts are commendable as well.

Let's solve this problem humanely and be proactive as a community of conscientious citizens.

Sincerely,  
Susan MacBryde

July 16, 2017

To the City of Astoria:

**RE: SUPPORT for the Astoria Warming Center**

I, **James Richardson**, a resident of the city of Astoria, OR, am in **support of the Astoria Warming Center** (AWC) and the **approval of the Conditional Use Permit** by the City of Astoria.

The mission of the First United Methodist Church (FUMC) to provide shelter to homeless and otherwise exposed individuals during the very inhospitable winter months here in Astoria, and the efforts of the volunteers for the AWC should be commended, not thwarted. No one should die of exposure. Our emergency rooms certainly cannot continue to absorb the fallout of the lack of such a shelter.

The AWC is complying with the application requirements regarding the appropriateness of the location (near downtown where the majority of the homeless population is generally found); that a search for a suitable alternative site has been performed (which it has); that the use of the FUMC location will not impact transportation/traffic, refuse disposal/collection, or sidewalk passage around the facility. It is my understanding that certain landscaping and AWC access improvements, for which a plan has been submitted, will not only enhance the exterior of the church, but will address the concerns area residents have regarding the nightly congregation of AWC guests by allowing them to enter more gradually and inconspicuously versus en masse. All of these efforts are commendable as well.

Let's solve this problem humanely and be proactive as a community of conscientious citizens.

Sincerely,  
James Richardson



July 16, 2017

To the City of Astoria:

**RE: SUPPORT for the Astoria Warming Center**

I, **Julie Arnsdorf**, a resident of the city of Astoria, OR, am in **support of the Astoria Warming Center (AWC)** and the **approval of the Conditional Use Permit** by the City of Astoria.

The mission of the First United Methodist Church (FUMC) to provide shelter to homeless and otherwise exposed individuals during the very inhospitable winter months here in Astoria, and the efforts of the volunteers for the AWC should be commended, not thwarted. No one should die of exposure. Our emergency rooms certainly cannot continue to absorb the fallout of the lack of such a shelter.

The AWC is complying with the application requirements regarding the appropriateness of the location (near downtown where the majority of the homeless population is generally found); that a search for a suitable alternative site has been performed (which it has); that the use of the FUMC location will not impact transportation/traffic, refuse disposal/collection, or sidewalk passage around the facility. It is my understanding that certain landscaping and AWC access improvements, for which a plan has been submitted, will not only enhance the exterior of the church, but will address the concerns area residents have regarding the nightly congregation of AWC guests by allowing them to enter more gradually and inconspicuously versus en masse. All of these efforts are commendable as well.

Let's solve this problem humanely and be proactive as a community of conscientious citizens.

Sincerely,  
Julie Arnsdorf

Richard Hurley

936 14<sup>th</sup> Street  
Astoria OR 97103

July 17, 2017

City of Astoria  
1095 Duane Street  
Astoria OR 97103

Dear Council, Staff, Planning Commission,

The Astoria Warming Center is the subject of the upcoming Public Hearing on July 25, 2017. I am in support of the Center and its application for a Temporary Condition Use at the current location. As a member of the City of Astoria Budget Committee, I am aware of the financial costs that are required to maintain our City. Compassion and care for others is a hallmark of a healthy community. To provide for the needs of the homeless, many of whom are Astoria residents, who need overnight accommodations, particularly on the coldest nights, exemplifies the care and compassion of a well-run city. But, also, the Warming Center helps the City save money. I am well-aware of the cost of maintaining our police department and of the costs of officers. Providing a place for overnight care, keeps many homeless from being scattered about the City, and potentially sleeping in places that are inappropriate that then entail police presence. That is just one example of the cost savings communities throughout the country are discovering when caring for those without sufficient resources.

The fledgling Warming Center and its marvelous volunteers need all the support we can muster. No location for the Warming Center is going to be without challenges. The current one's location benefits outweigh the challenges. Its continued operation bespeaks the wisdom of a healthy community.

Yours truly,



Richard Hurley





Blue Scorchers Bakery Café

1493 Duane Street

Astoria, OR 97103

(503) 338-7473

[www.bluescorcher.coop](http://www.bluescorcher.coop)

[info@bluescorcher.coop](mailto:info@bluescorcher.coop)

June 2, 2017

Hello -

This is a letter of support for the Astoria Warming Center.

As a worker-owned cooperative business, we're doing our best to make business ownership accessible to people who would be unlikely to become business owners.

An even more important, more primary need in our town is to make the basics available to people who would be unlikely to have them: a meal, a bed, a shower.

We're very grateful for the staff of the Warming Center and their work to meet primary needs. We'll continue to contribute food. We hope that every Astoria business, agency, group, and individual will give the Warming Center the type of support that they have to give.

Thank you,

A handwritten signature in dark ink, appearing to read "Joe Garrison".

Joe Garrison  
general manager  
cell 503.791.8383

To whom it may concern:

My husband and I live in the neighborhood of the Astoria Warming Center.

First of all, the Astoria Warming Center provides a much needed service for our community. With 6600 meals served and 3100 overnight stays, this is a proven fact.

Secondly, I'd like to state that I have never felt unsafe in my neighborhood. Walking by the Astoria Warming Center during hours that it is open, I've said "hi" to those standing outside. I often say "hi" to the same people walking the River Walk on a break at work or walking through downtown. I've never noticed any additional noise in my neighborhood during the time that the Warming Center is open or any additional trash in the area.

I believe that the Astoria Warming Center at its current central location has the facilities required to best serve the community.

Those that have been helped by the Astoria Warming Center are our community members and they deserve to be treated as such. I only wish similar services were provided year round. There is an obvious need.

Thank you for your time,

A handwritten signature in black ink, appearing to read "Marianne Martin". The signature is fluid and cursive, with a long horizontal stroke at the end.

1024 Grand Ave

Astoria, OR 97103



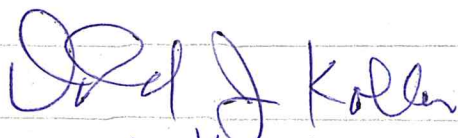
## Concerning the Astoria Warning Center

SPEAKING AS a Warning Center Volunteer this Past Year, I wish to make the following comments.

I have been a weekly volunteer for the 11:PM to the 2:AM Shift. For the shifts that I have worked I have never noticed anyone loitering outside the Warning Center Entrance at the time I have reported for duty (11:PM). NOR HAVE I noticed any loitering during the whole of my three(3) ~~work~~ hours of my shift.

In addition, (I live a half block from the Warning Center) I walk later in the evening, and my usual route takes me around the Warning Center usually around 8:30 to 9:30. At this time <sup>I have</sup> occasionally seen not more than two persons quietly smoking, but most often I see one or no one outside the Warning Center.

I hope that the foregoing comments help you to make a just decision in this case.

  
DONALD J. KOLBUR

TEL = (503) 338-6807

E-MAIL - DONALD J. KOLBUR @ G-MAIL .COM

July 6, 2017

City of Astoria Planning Commission  
c/o Astoria Warming Center  
1076 Franklin St.  
Astoria, Oregon 97103

To the Commission:

I was instrumental in establishing the Astoria Warming Center and also called to the city task force seeking solutions to the needs of the homeless population. The founders' expectation and the result of the task force discussions were that our services need to grow which they did to some extent: a couple more toilets around town, shower and laundry options at the AWC, even year-round, and extended hours this last winter. Lockers remain on the wish-list, as does a year-round drop-in center with tie-ins to addiction and mental health services since those are the dominant problems of the homeless.

After three successful seasons, supported by churches, restaurants, the Food Web, and countless volunteers, why this hateful opposition? The homeless are, tragically, a visible, tangible reality of our society and its failings. They are everywhere. The AWC is not a "magnet", the only difference its closing would make is an increase in hospital and jail admissions and an increase in deaths. These are our fellow citizens, many of them long-term or life-long Astorians. It is a civic, moral, Christian duty to at least provide a safe night's sleep and a meal to the less fortunate during the winter months, and without judging how and why they ended up in such dire circumstances.

Let me add that I am also a four-year resident of the Illahee Apartments, just a block uphill from the AWC, and was already living there when I fought for its opening at the vacant Senior Center. It meant a short commute to the nightly shifts I took on during the first two seasons! The best antidote against fear is to get to know some of the guests.

Please grant the AWC the conditional use permit that it needs to continue its work as a small bastion of compassion.

Prayerfully,



Karin Temple  
1032 Grand Ave.  
Astoria, Oregon 97103  
503-325-6580



To: The Astoria City Planning Commission

1095 Duane St

Astoria, Oregon 97103

Dear Commission Members,

I am writing to vocalize my support for issuing a permit for the Astoria Warming Shelter to be able to provide its vital services to our unhoused community members this coming year. I am committed to the mission of the Warming Center and to having low barrier emergency housing in Clatsop County. I have volunteered at the Astoria Warming Shelter for two winters, often staying in town after working a full day for the 8pm-11pm shift and driving home to Brownsmead late at night. In my opinion this commitment was worth it for this needed service to happen in our community. This volunteer experience has been amazing and I have learned a lot from those volunteering and staying at the shelter.

I am very proud to live in a community that has a volunteer run organization striving to address the needs of those who find themselves unhoused during the winter. Emergency shelters often have requirements that are hard for some people to meet in the moment for immediate housing such as sobriety. The Astoria Warming Shelter is a low barrier shelter and as such they are able to provide emergency shelter to those who are unable or not ready to meet those criteria for housing. There are times when the temperature dips low enough where this can be lifesaving. Further, forming relationships with guests allows volunteers to have access to working with guests to refer them to resources in the community that may address their lack of housing or other issues that may be a barrier to maintaining stable housing. This fall I will be working 16 hours a week at the Astoria Warming Shelter as an internship in a Masters of Social Work program through Portland State. If the permit is issued I look forward to being a part of further building their referral process and helping unhoused individuals to overcome barriers to housing.

I know that often folks who are unhoused can elicit a number of responses from community members, especially when shelters and services are housed in the neighborhoods in which they live. I can attest that I have personally worked with and seen Astoria Warming Shelter staff members working with guests to overcome issues and to address concerns received by neighbors. They are committed to community partnership and longevity of the program. Finding a balance between two different interests can be rough but cutting vital services to vulnerable community members should not be the answer. I urge you to issue the permit so that the Astoria Warming Shelter can continue to provide vital and lifesaving services to people who are in a great amount of need

Sincerely,

Hilary Ann Levine

93875 Jackson Rd.  
Astoria, OR 97103

July 13, 2017

Planning Commission  
City of Astoria

Re: Temporary Conditional Use Permit for the Astoria Warming Center

Dear Commission:

I will never forget a few years back sitting in a City Council meeting when a community member came to the podium, shook his finger at the Council saying, "Shame! Shame!" He was protesting that yet another winter was to pass without the Council establishing some type of emergency overnight shelter when temperatures dipped to freezing. He did this two years in a row. After the second time, former Councilor Drew Herzig, along with other members of the community, opened a temporary shelter at the Senior Center. The following year, the Center moved across the street to its current location in the basement of the United Methodist Church. Although I do not sit on the Board, I have been an active volunteer at the Center since its inception.

The Planning Commission is charged with deciding whether to grant the Temporary Conditional Use Permit. As stated in the 6-27-17 Notice of Public Hearing, "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." In reviewing the criteria though, almost nothing speaks directly to an entity such as the Warming Center. You are, therefore, in new territory here.

At the Public Hearing, you will hear all sides of the issue and impassioned pleas from sincere people. Good people disagree vehemently over what is the "right" thing to do as regards the Center. Opinions flow across the continuum, from feeling the Center shouldn't exist at all (at any location) to a desire that it be open year-round and staffed by professionals.

As I am unable to attend the hearing, I write to present my plea:

**Please allow basic human survival needs, those which promote life and prevent death, to have the greatest value.**

The efforts of the Center are the metaphorical "bandage" but sometimes a bandage DOES staunch the bleeding. And unless and until a new location is located in what could be a more appropriate location, the Center must be permitted to continue where it is.

I confess my limitations in identifying with those who feel threatened walking by the Center. What I have felt though is deep gratitude when, for example, the Center was open for a 73 year-old woman who walked in with the assistance of a walker. She was provided a warm place to stay and eventually reunited with a concerned family. I know, for a fact, that the Center saves lives and it is that which must be taken into consideration when weighing differing needs.

The Center's Board, in its presentation to you, will demonstrate efforts to find a different suitable location. Although other buildings might be available, the Center does not have the financial means to occupy another building. Plus, we have had the ongoing approval of the Methodist Church which continues to embrace this project. That is a remarkable partnership which should be both commended and continued.

Some of the people who speak against keeping the Center at its current site have nonetheless expressed support of the concept of a warming center. If that is true, then let's harness the energy exercised around the Temporary Conditional Use Permit and apply it toward a united effort to address issues.

I know mistakes have been made by people who mean well. That is a sentiment felt by many people in this discussion. I'm reminded of something Police Chief/Assistant City Manager Brad Johnston published on Facebook last year. Although his thoughts were relative to another matter entirely, I nonetheless find them helpful guidance now:

"How do we move forward? We must confront our need to create differences. We must find our commonality instead of our differences. We need to recognize the realities that have brought us to where we are, embrace them for what they have caused, then move away from them to where we want to be."

There does come a point when one must hit the "reset" button and begin afresh. We can choose to move beyond the hurt and distrust and resolve to create shared solutions. Missteps were made but let's keep walking in the right direction. The need is too great to do otherwise.

Sincerely,



Celia Davis  
1354 Miller Lane  
Astoria, OR 97103



July 4, 2017

Astoria Planning Commission

Dear members of the Commission,

My name is Gloria Jones. I am writing this letter on behalf of my husband, Nelson Taylor and myself. Nelson and I are members of Astoria First United Methodist Church and we are both volunteers for the Astoria Warming Center.

From the day Astoria United Methodist Church was first approached about offering space and hospitality to homeless persons in our community, we have supported this outreach effort. Speaking as members of the church, we have found it has not always been easy or convenient to give over so much space in our downstairs and kitchen. However as a congregation, we feel guided by these words found in Matthew 25:40: "Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me."

Offering hospitality can be inconvenient: inconvenient to a church, to a neighborhood and to a community; but there is some good advice for us found in the Bible "When God's people are in need, be ready to help them. Always be eager to practice hospitality." Romans 12:13

Please grant the conditional use permit that will enable the Astoria Warming Center to continue providing essential hospitality in the Astoria United Methodist Church for our homeless citizens.

Sincerely,

Gloria Jones and Nelson Taylor



109 South Place

503 791 0780



July 5, 2017

To the City of Astoria  
Regarding the Warming Center

To whom it may concern,

I am a volunteer for The warming Center and I would like to voice my devotion and support for this project in my community. I have been rewarded many times over for my efforts to get up early in the winter months and help with this project.

I have witnessed men and women resourcing jobs, rooms and needed clothing and supplies, not just at the center, but in the community as well. I am greeted on the streets with a friendly hello and have watched recipients gain confidence and improved health.

Some folks not only share their appreciation, but also offer to give back by doing chores and tasks or helping someone in the group. I'm amazed at how resourceful they can be when basic life needs are met.

I've seen any problem behaviors handled quickly and respectfully and I've observed some behavior issues improve or disappear with time.

I have been richly rewarded for my time spent helping. I would encourage Astoria to continue this project that serves so many in need during the harshest of weather conditions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ann Dunkin".

Ann Dunkin



To the City of Astoria,  
From Marian Rose, Astoria Warming Center Volunteer

Re: Astoria Warming Center

I am writing to share my experience as a volunteer at the Astoria Warming Center this past 2016/2017 winter.

I am the Youth Services Librarian at Seaside Public Library. I'm sure your city is aware of the important role public libraries play for the homeless community across our cities, states, country, and the world, and I think I can give a unique perspective to the homeless situation we are facing everywhere.

I read the warming center was looking for volunteers from a friend's Facebook post and was ready for a new volunteer experience. I contacted the volunteer coordinator and she set up a day for me to come in, receive training and observe. From the start it was run in a very professional, efficient and responsible manner. There was no sugar coating of the situations and I was prepared to be ready for anything.

I started volunteering once or twice a week as my work schedule allowed. I was also driving 18 miles in cold icy weather to be of help to this wonderful group of people. And that is what I would like to express about my experience volunteering at the AWC: the people. Every staff member/volunteer greeted the patrons with a caring smile and welcomed them to a safe, warm place with food for the night. In turn the patrons entered with grateful, humble thanks.

The volunteers I met were not doctors, nurses, or trained professional caregivers; however, their understanding, help, kindness, empathy, and love was felt by all.

The patrons I met could be our mothers, fathers, brothers, sisters, aunts, uncles, cousins and grandparents. Many were mentally impaired, running the gamut of possible illnesses in that field. Some were veterans, some were in wheelchairs, some were drug or alcohol addicted, some were just down on their luck and working any job possible to save money for their own place to live.

During meals (which was my usual duty) they socialized about the problems they faced, commiserating in solidarity. I believe that was very important for them to feel they are not alone. The patrons also helped each other with getting situated by setting up their beds and belongings. I believe they tried to be as little of a burden to the volunteers as possible, grateful for a place for the night. Maybe even realizing this was a special thing and they worked hard not to dishonor it.

Nobody is perfect and I'm sure there were difficult nights, but I did not experience one myself. If I were in a similar situation, sleeping in a large open room with thirty strangers, I don't know if I would have been able to keep it together every night. Sometimes people are just having a bad day.

As a homeowner and a parent I understand some of the concerns the Astoria community may have with the possibility of difficult patrons, but that is what it is; a possibility. I spend time with homeless patrons in the public libraries, at the warming center, and in cities everywhere. I worked many years in the public school system working with homeless families. I worked in restaurants for many years helping and

listening to people in impossible situations. We are not immune to the possibility of negative outcomes. But with the help of institutions like the Astoria Warming Center we offer hope for solutions so that these are more likely to lead to opportunities and brighter futures.

I would also like to convey how special the citizens of Astoria are in regards to the Astoria Warming Center. Food and supplies were donated by The Astoria Coffeehouse, The North Coast Food Web and many other local businesses and individuals. The volunteers were teachers, mail carriers, hotel workers, restaurant workers, business owners, and retirees. The youngest volunteer I met was 23 years old. The range of professions and ages was impressive and something I have never seen in any other volunteer organizations I've been involved with.

In conclusion of my experience as a volunteer, I think any organization or program that brings a community together without any benefit to them, with love and care to the less fortunate, is an asset that I hope most cities would strive for.

My Sincere thanks,

Marian Rose

July 16, 2017



July 16, 2017

To Whom It May Concern:

As a minister and as a member of our community, I am very concerned about the wellbeing of our homeless population. When the Astoria United Methodist Church invited the Astoria Warming Center to use its facilities as a home base for our men, women, and children (and pets!) who have nowhere safe and warm to sleep during the cold and rainy winter season, it seemed like a truly loving and faithful thing to do--to offer to the cold, hungry, tired, and wet humans on our streets.

The AWC has faithfully ministered to these folks for three seasons, with volunteers from all over our area, serving food, acting as hosts, and doing the cleanup and laundry that they could not provide for themselves.

We understand our neighbors' and the city's concerns and are committed to helping to solve those problems. We believe that the AWC, though not a full-service agency, is doing its best to provide kindness and physical care to people who are down on their luck.

I hope that the City Council will help find a way to keep this remarkable, well-meaning effort to help our community survive within the boundaries required by municipal and neighborhood needs.

Sincerely,  
Rev. Kit Ketcham  
Pacific Unitarian Universalist Fellowship  
Astoria, Oregon  
AWC volunteer

Julie Snyder  
43851 Sylvandale Ln.  
Astoria, OR 97103  
July 10, 2017

To The Astoria City Council,

My name is Julie Snyder and I have been with the Astoria Warming Center (AWC) for four years, volunteering one night a week during the center's open season.

My experience working with people in need goes back decades, first as a volunteer at a free medical clinic in a low-income Baltimore Md. neighborhood, then, since moving to Astoria, working for Clatsop Community Action during its first 10 years of operation, volunteering as a CASA for 8 of the past 10 years and, now, the warming center.

In all this time I've not met one person needing help who wanted to be in that situation, especially those who are homeless. Still most, if not all, of those who stay at the AWC are grateful for the shelter and food offered and are respectful of the rules that keep the center working.

Unfortunately, some people are homeless because of mental health problems and what is often related to those problems, drug and alcohol addiction. Sometimes, these individuals disturb the peace around the center, understandably annoying the center's neighbors, as well as the center itself. Its not a problem that can be easily solved. Mental health issues as well as drug and alcohol addiction are best treated in a stable, secure environment. Homelessness is certainly not that. Housing is the best starting point...and it is no where in sight.

For now, the AWC can increase its efforts to connect people to those resources that are available and keep soldiering on.

Whenever I think I don't want to test my driving skills anymore on those winter nights driving home from the center on 20 miles of icy roads, I remember the following:

I'm going to a home with a bathroom just down the hall, with closets and drawers in which I safely store my belongings, with a kitchen where I have a stove on which I cook the food I have in abundance and that I can save in the fridge, and a bedroom where, in its warmth, I can sleep through the night without fear of the elements, human and otherwise.

Sincerely,



Julie Snyder



Tod. Lundy  
2553 Grand Ave.  
Astoria OR 97103

Planning Commission  
City of Astoria  
Astoria OR 97103

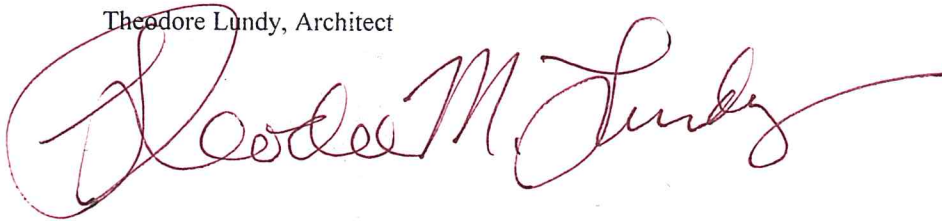
Honorable Commissioners:

My partner and I have volunteered at the Astoria Warming Center for two years. We, like the many other volunteers, provide oversight for three hour shifts through the night and morning. It is not a pleasant thing to do with ones night time hours, but we volunteers do it so that the homeless of our community have a warm and dry place to sleep through the cold and wet Astoria winter nights.

Having been a volunteer I have come to know a little about these men and women who are served by our warming center. I am touched by their sense of relief upon entering the place. I share, vicariously, the joy of their banter as they partake of the soup and bread provided by two of our town's restaurants, free of charge. I have felt the sense of relief at which they crawl under their blankets and quickly fall asleep. It gives me a satisfying feeling that I am part of this small community of Astoria Oregon, which has produced an adequate number of volunteers who care enough about the welfare of our fellow human beings. We care enough that we are willing to give up an evening or a morning once a week to provide a comfortable and safe place for our homeless.

These folks are homeless because they can not afford the high cost of renting a place to call home. There are many reasons for this. Some work but at minimum wage, or parttime jobs. Some can not find any work. Some suffer from mental illness. The state no longer provides them a safe place to stay. Some are addicted to alcohol or drugs and lack the means of breaking their addiction. They all are people with interesting life stories, with hopes for a better life and with the need of little help at this time. I am surprised and encouraged by the generosity of the people of this small town. A community of 10,000, which can provide a sufficient number of caring volunteers, night after night, to provide a warm night's sleep for 30 our fellow human beings.

Theodore Lundy, Architect



679 Alameda Avenue  
Astoria, OR 97103

July 1, 2017

City of Astoria Planning Commission  
c/o Astoria Warming Center  
1076 Franklin Ave.  
Astoria, OR 97103

To the Planning Commission:

I write in support of the Astoria Warming Center's application for a Conditional Use Permit.

As an AWC board member and volunteer, I hold these truths to be self-evident:

- People fall through the cracks, whether by circumstance or through poor choices.
- A caring society helps people in need.
- No one should have to sleep outside in the North Coast winters, whether or not they fit the accepted definition of "respectable."

In Oregon in 2016, 13,238 people were homeless. AWC averaged 30 people per night during the time we were open. While there are other local agencies that will house the unhoused if they subscribe to their programs, we believe we are the only ones whose mission is merely to keep people from dying of exposure during the winter. We are only open seasonally, for that very purpose.

During its first three years of operation, the warming center has learned much and is continuing to do so. No one on the current board has been in that position for more than a season, and only so much can be passed on without experiencing the operation. We are committed to making the warming center work for the guests who use it, the neighbors who witness the operations, and the city.

We are housed at the First United Methodist Church thanks to their generosity and common mission; the facility is available to us from November 15 through March 15 for next to no rent, with free storage for the rest of the year. It is on the edge of downtown and therefore accessible to guests without transportation, which most of them do not have. Other buildings that could be suitable by virtue of size are lacking in the necessary fixtures that already exist in the Methodist Church's fellowship hall: ADA access, a warming kitchen, multiple restrooms, a shower, and a laundry. We lack the wherewithal to furnish a building with these expensive facilities, even if one were available rent-free. While we are open to another locale in the future and indeed are exploring possibilities, there is no time for the necessary fundraising followed by construction before this winter sets in; it is most likely a project that would take years instead of months.

The AWC is ready to enter a new phase, as evidenced by the application submitted to the Astoria Planning Commission; we have met the planning requirements for the conditional use permit and are eager to work with the city and the neighborhood to pass another winter without a death due to exposure on the streets.

Sincerely,



Annie Dolber  
Secretary of the Board of Directors, AWC





Astoria Warming Center &lt;astoriawarmingcenter@gmail.com&gt;

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**In SUPPORT of Conditional Use Permit**

1 message

**Mary Jackson** <mce\_jackson@hotmail.com>

Mon, Jul 17, 2017 at 10:16 AM

To: "astoriawarmingcenter@gmail.com" &lt;astoriawarmingcenter@gmail.com&gt;

TO: Astoria Planning Commission

FROM: Mary Ekorn Jackson

I cannot attend the Planning Commission meeting on Tuesday as I'll be out of town. I'm writing this letter in support of Astoria Warming Center (AWC) and its renewal of the Conditional Use Permit for occupancy of the refurbished First United Methodist Church (FUMC) basement for the coming winter season.

I have volunteered at AWC for the past 3 years since it opened at the original Senior Center location. The weather pattern has gotten worse each year; the need for AWC as an overnight shelter for the homeless has become more apparent each year.

Yes, there are neighborhood impact problems that need to be addressed and solved by AWC. This can and will be accomplished by the clients of the Center. The AWC Board of Directors will make this happen, and the surrounding neighborhood will again see the AWC as a responsive Good Neighbor.

Members of the Planning Commission: please don't throw out the proverbial "baby with the bathwater". Caring communities like Astoria need to find a way to help our most vulnerable members during our rough winter months. The location at FUMC is the best solution to solve this crisis.

Thank you for your creative efforts on behalf of AWC.

Sincerely, Mary Ekorn Jackson

PO Box 206

Astoria

June 30, 2017

To Whom It May Concern,

My name is Naomi Nagler and I work full time as a registered nurse in the emergency department of Columbia Memorial Hospital. I am writing you today to share my experience as an ED nurse who works frequently with members of our community's homeless population, and express my concern should there be any possibility of this valuable resource discontinuing its services.

According to the Daily Astorian, the homeless community of Clatsop county was numbered at approximately 1,000 by the end of 2016. Many of these individuals, for various reasons, walk through our doors at various points throughout the year and are well known to staff members. Unfortunately it is not uncommon during the winter months that some individuals, in the absence of other options, will either come to the ED with the clear purpose of seeking shelter or be resistant to discharge once their healthcare needs have been met. In these cases we healthcare workers are met with a difficult set of circumstances. On the one hand, as a small but oftentimes busy department, we need to keep our resources and 8 beds available for the frequent medical emergencies that can occur at any moment. We do not have the space or personnel to function as a shelter to someone not experiencing a medical emergency. On the other hand it is a difficult and gut-wrenching decision to force any individual out into our well-known inclement weather without any clear options for shelter, particularly when the guiding principle of our profession is "to do no harm."

Therein lies my personal gratitude for the services provided by the volunteers at the Astoria Warming Center. Their commitment to taking in individuals in need is tremendously beneficial to our community in terms of limiting the cost of police and emergency dispatch during nighttime hours by providing a safe haven for individuals struggling with the variety of issues; issues that have either lead to, or come from insecure housing. Furthermore, their work is, without a doubt, lifesaving by limiting this vulnerable population's risk of developing hypothermia or exacerbating coexisting chronic medical problems. That they do not discriminate against those currently battling addiction by permitting intoxicated individuals distinguishes this service from others available. By doing this they provide a desperately needed solution for an unfortunately large swath of our homeless population who have not yet made it to a successful recovery. It's central location is also crucial as a strategic access point for the people this organization sets out to serve.

In conclusion I hope that this, and the input of other supporters of the Astoria Warming Center, will help to affirm the position that this is a vital resource to our community. I am extremely grateful to the organizers and volunteers who make this possible. Without the Astoria Warming Center I am confident that we would see only a



negative impact to our community, an impact mitigated by the simple compassionate gesture of providing people in need with a safe place to sleep in an easily accessible location. Providing services to this particular population can be very challenging, but that there are people willing to donate their time and energy to such a cause makes me extremely proud to live in Astoria.

Sincerely,

A handwritten signature in blue ink, reading "Naomi Nagler, RN". The signature is written in a cursive style with a small "RN" at the end.

Naomi Nagler, RN

## **Letter of Support for Astoria Warming Center**

June 19, 2017

I would like to offer my support and appreciation for all the great work the Astoria Warming Center is doing. As a nurse that works at Columbia Memorial Hospital, it's comforting to have this resource available to send our patients when they are without a home. It's nice to know that they will be offered food, a shower and a place to sleep for the night.

This year I had the opportunity to spend time listening to many of the board members and volunteers as they expressed their vision of a healthy community.

I was impressed with their kindness and passion for helping to create human interactions that support some of our most vulnerable community members. I was struck by a comment one of the board members made, "if only the community could see these people as fellow human beings".

Reviewing the data shared from this past year, I was hopeful that this group is creating a program that not only helps the homeless get a good night's sleep; they are also working with agencies that can support them. This can help clients gain employment, housing and care for issues that are obstacles to getting their basic needs met.

According to the data shared, almost half of the clients who used the center were sleeping in areas throughout our community not met for habitation. This alarmed me when I thought of the safety and sanitation issues for both the clients and our larger community. This one fact confirms that we must have a place for these individuals to stay.

I hope that we can continue to support the Warming Center's good work as they strive to create important partnerships that will keep them viable.

Cindy Nemlowill RN, Patient Centered Care Supervisor  
Columbia Memorial Hospital  
2111 Exchange  
Astoria, Oregon 97103

A handwritten signature in black ink that reads "Cindy Nemlowill". The signature is written in a cursive, flowing style.



To whom it may concern,

I would like to offer my support for the wonderful services that the Astoria Warming Center provides in the community.

I am a hospitalist currently working at Columbia Memorial Hospital and reside part-time in this community. I see, with regularity, the need for the resources that the Astoria Warming Center provides.

On numerous occasions we've contacted the Warming Center during the winter months to send some of our patients upon discharge. It's comforting to know that upon leaving the hospital, they'll have a roof over their heads that night in addition to a hot meal helping with their convalescence.

With its central location and the facilities to best provide this service to our community in Astoria, the Astoria Warming Center is certainly an asset to the City of Astoria.

I would hope that the Astoria Warming Center continues to operate as the winter months in Astoria are especially challenging to those living out in the elements.

At a future date, the City of Astoria should also consider additional services available to these community members.

Thank you for your time,

*Quratulain Durrani M.D.*

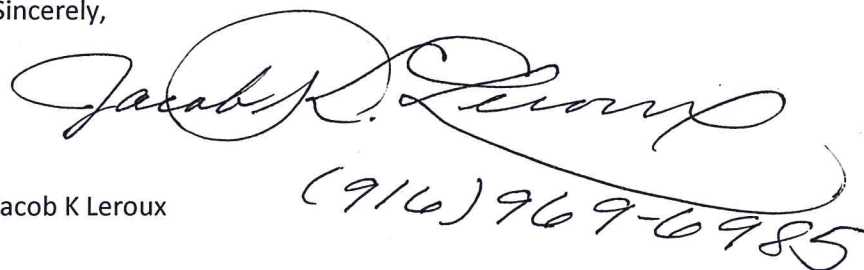
Quratulain Durrani, MD

To Whom it May Concern-

My name is Jacob Leroux and I am a third year medical student who is currently rotating at Columbia Memorial Hospital. As a new member of the community, I was taken aback by Astoria's progressive, inclusive, and incredibly welcoming environment. I have fallen in love with this town and would ultimately like to make it my home because I believe that it truly is a wonderful place to live. However, I was surprised to hear that the people in our community that require our help the most are currently facing a housing dilemma. The warming center is integral to our community and allows unfortunate people, who are often victims of circumstance, the opportunity to rest their head during the harsh winter months. Moving the center would not only jeopardize their lives, but would also stain the wonderful reputation that we have here in Astoria. I urge you all to vote to keep the warming center centrally located in the downtown area so that we can continue to support our fellow community members who need it the most.

If you have any more questions, concerns, or wish to speak to me further, please feel free to contact me. Thank you for your consideration!

Sincerely,

A handwritten signature in cursive script that reads "Jacob K. Leroux". The signature is fluid and stylized, with a large loop at the end of the last name.

Jacob K Leroux

Third Year Student Physician



Patricia Barnes, M.D.  
462 Sixth Street  
Astoria ,Oregon 97103

To: Board of Directors  
Astoria Warming Center  
1076 Franklin ave  
Astoria , Oregon 97103

To whom it may concern:

I am writing in support of the Astoria Warming Center's application for a conditional permit to operate as a shelter in the winter months and to offer showers through out the year for those in need. I have been a resident of Astoria for 9 years. I had a 40 year career as a psychiatrist in the Seattle area in private practice with experience in both in-patient and out -patient treatment. I've been retired since 2014


Given my back ground I am acutely aware that persons with mental health problems make up a significant percentage of the homeless population. Many of these people have and can hold down responsible jobs when access to psychiatric and psychological treatment is in place and a generally supportive social environment exists. They are however particularly at risk from economic down turns resulting in high unemployment rates and associated loss of access to regular medical// mental health care. If they become homeless they are at particular risk of being exploited or harmed by more manipulative or aggressive individuals.

Given the present political debates about health care funding , the medical care for the most vulnerable in our society is uncertain. The threat to Medicaid is especially egregious and appalling. Those with emotional and or mental disorders need to have a safety net (which Medicaid has successfully been) to maintain stability and the ability to function in the work place.

It is likely that all homeless persons will have to look to **local resources** in order to maintain and survive. Obviously the Astoria Warming Center is not going to meet all the needs of the homeless. However, even a partial safety net is better than none and with simple comfort needs met and nutritious food , people are more likely to have the physical fortitude to solve their problems . And with a modicum of human kindness and respect , they will be less demoralized and more confident to try.

In my years of residence in Astoria I have learned what an active community this is in terms of involvement in civic issues, human welfare (concerns about threats to the environment, lack of adequate housing, etc.), education, and the arts. Hopefully we can find many ways of supporting and expanding upon such efforts to help the homeless as those being made by the volunteers at the Astoria Warming Center .

Sincerely,



Patricia Barnes, M.D.



Astoria Warming Center &lt;astoriawarmingcenter@gmail.com&gt;

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**Support for Astoria Warming Center**1 message

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**Rory Gerard** <northcoastcounseling@outlook.com>

Wed, Jul 12, 2017 at 11:18 AM

To: "astoriawarmingcenter@gmail.com" &lt;astoriawarmingcenter@gmail.com&gt;, "celiaastoria@charter.net" &lt;celiaastoria@charter.net&gt;

Greetings:

I am writing to express my whole hearted support for the staff, volunteers and congregation members for their support of the Astoria Warming Center. I know first hand that they make a difference in the lives of Astoria's homeless population. I believe that these efforts to provide food and safe shelter in our winter months shows our community's compassion and care for the less fortunate of our citizens.

I believe that the efforts of AWC has had successes for their clientele. Some have found stable housing and employment, some have reconnected with loved ones and supporters and still others have accessed medical care and treatment for various conditions. I believe in the work of the AWC and support its current location as it is convenient to the resources that their clientele need to access.

Sincerely yours,

*Rory Gerard, LPC, LMHC, CADC I  
818 Commercial Street, Suite 303  
Astoria, OR 97103  
C 503 515 2545  
F 503 961 9858  
northcoastcounseling@outlook.com*

CONFIDENTIALITY NOTICE: This message is protected under the Federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), 45 C.F.R. Pts. 160 & 164 and cannot be disclosed without written consent unless otherwise provided for in the regulations. The Federal rules prohibit any further disclosure of this information unless a written consent is obtained from the person to whom it pertains. The Federal rules restrict any use of this information to criminally investigate or prosecute any alcohol or drug abuse patient. If you are not the intended recipient, please contact the sender by reply e-

mail and destroy all copies of the original message





SUNSET EMPIRE TRANSPORTATION DISTRICT  
900 Marine Drive Astoria, Oregon 97103

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I am writing to show my support for the Astoria Warming Center. In the time that they have been open, they have been a big help to people who need help with shelter, especially during the stormy and cold part of the year in Astoria.

I have worked at Sunset Empire Transportation for nine years and have been the manager of the Transit Center for two years. I know firsthand of the challenges that the homeless population face. Many of them come from the warming center after it closes and spend their day here. Many of them are very thankful that the warming shelter exists. There are not many places in our area that provide shelter and a meal for the homeless. The Astoria Warming Shelter gives refuge to this population.

I would hope that the Astoria Warming Center would not only continue its service but there would be a way that it could be open more hours and days of the year. It would be great for the homeless to have a place to stay and get some help for themselves.

Sincerely,

A handwritten signature in black ink, appearing to be 'John Layton', with a long, sweeping horizontal line extending to the right.

John Layton  
Transit Center Manager



# The Harbor

## Board of Directors

Marilyn Reilly  
Co-Chair  
Linda Hutton  
Co-Chair  
Dawn Buzzard  
Secretary  
Nikki Fowler  
Treasurer  
Mindy Stokes  
Sue Hastings  
Ryan Humphries  
Catriona Penfield

## Interim Executive Director

Sue Farmer

## Interim Asst. Executive

Director  
Ellen Long

P.O. Box 1342  
1361 Duane St.  
Astoria, OR 97103  
503-325-3426 office  
503-325-5735 hotline  
503-325-7101 fax  
www.harbornw.org

## Mission

The Harbor provides  
advocacy, prevention, support  
and self-determination and  
hope for survivors of domestic  
violence, sexual violence and  
stalking

UNITED WAY



OF CLATSOP COUNTY

June 14, 2017

The City of Astoria Planning Commission  
1095 Duane Street  
Astoria, OR 97103

Dear Planning Commissioners,

In my capacity as Interim Executive Director of The Harbor, Inc. I am extending my support of The Astoria Warming Center's application for a conditional permit to operate as a shelter in the winter months, and offer showers throughout the year for those in need.

I believe the work done by the volunteers of the Astoria Warming Center saves lives during the cold winter months, and needs to be there for those in their greatest hour of need. On the coldest nights in Astoria they offer hope for a warm bed and warm food, and I know I sleep better knowing that the homeless in our community do not have to endure the unbearable cold temperatures such as we experienced this past winter.

The Harbor provides referrals to the homeless people entering our agency who are looking for a warm place to stay. At times we are able to help with warm coats and sturdy shoes from our Déjà Vu Thrift Store. This past year The Harbor received a donation of raingear that we distributed among the homeless, and given our record breaking rain it was well received!

Numerous individuals find themselves homeless due to unfortunate circumstances, and have no alternative except to live on the streets. The Astoria Warming Center is the bridge to the homeless community via shelter and a warm meal, and that endeavor produces positive outcomes in the form of prior recipients moving into stable housing, and/or gainful employment.

The Harbor fully supports the work of the Astoria Warming Center, and encourages the City of Astoria to approve their application for a conditional permit to operate as a shelter in the winter months, and offer showers throughout the year for those in need.

Yours truly,

Sue Farmer  
Interim Executive Director

Where violence ends and hope begins





**Clatsop Community Action**  
364 9th Street • Astoria Oregon 97103  
Phone (503) 325-1400 • Fax (503) 325-1153

9

May 12, 2017

City of Astoria Planning Commission  
1095 Duane Street  
Astoria, Oregon 97103

**RE: Conditional Use Permit for the Astoria Warming Center**

Dear Commission Members:

Clatsop Community Action is pleased to offer its sincere support for a conditional use permit to allow the Astoria Warming Center to operate as a shelter during Astoria's winter months and to be able to use the Center year around for showers for those in need.

CCA has a deep understanding of the complexities of homelessness, its varying causes and with the many challenges with moving out of the cycle of homelessness. Often, people have been displaced by mental illness, substance abuse, may come from a domestic violence situation, and/or have lost their jobs and their families.

The Astoria Warming Center has developed over the last two years into an organized and welcome addition to the City with some very credible Board of Directors that provide the necessary leadership it needs to continue as an essential bridge of support. CCA will continue to work with the Center with its guests who are on the difficult, but not insurmountable road to recovery, employment and permanent, safe housing.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Elaine Bruce'.

Elaine Bruce, Executive Director  
Clatsop Community Action  
364 9th Street, Astoria, Oregon 97103  
971-308-1035 Direct or 503-325-1400 Ext. 1035

July 2, 2017

City of Astoria  
Planning Commission  
c/o Astoria Warming Center  
1076 Franklin Ave.  
Astoria OR 97103

RE: Astoria Warming Center Conditional Use Permit

Dear Planning Commissioners and Astoria City Council Members:

I write to strongly urge you to approve the conditional use permit of the Astoria Warming Center for the 2017-18 winter season.

Some of my winter nights are represented among the 2,620 volunteer hours that were dedicated to the 2016-17 shelter operations. My words cannot express how impressed I have been with the community of volunteers who respond every night to leave the comfort and security of their own homes for a few hours, so that houseless people in our community can have a warm, safe space to get some sleep, have a shower and be treated with respect.

I've worked most of my career in affordable housing, community development and efforts to end homelessness and know that in communities all over the state, increasing poverty, housing instability, and the fraying social safety net are putting a severe strain on the public sector to meet the needs of our most vulnerable neighbors. The Astoria Warming Center represents the BEST community-based response that I have ever experienced. You need only ask yourselves, if AWC weren't there, where would unsheltered people go and what would be their fate?

I will be back to help again next season, humbled by the daily struggle of AWC guests to stay safe to and possibly move forward to a more stable place in their lives with the referrals they can access at AWC. I hope the City of Astoria can actively support this humane community based response as well by approving the conditional use permit.

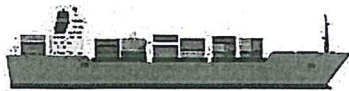
Respectfully,



Kate Allen

318 Lincoln St.  
Astoria, OR 97103





3990 Abbey Lane  
Suite #103  
Astoria, OR 97103

Phone: 503-791-9032

[gdahlen@FriendsOfColumbiaCH.org](mailto:gdahlen@FriendsOfColumbiaCH.org)

## Friends of Columbia Community Health

### *Board of Directors*

*Jeanne Windsor*  
Board Chair

*Brian Mahoney*  
Vice Chair

*Todd Johnston*  
Secretary

*Summer Watkins*  
Treasurer

*Linda Castro*

*Juan Delgado*

*Jeff Frane*

*Jean Hooge*

*Nick Benas*

*Pam Dean*

June 28, 2017

Janet Miltenberger, Treasurer  
Astoria Warming Center  
c/o First United Methodist Church  
1076 Franklin St.  
Astoria, OR 97103

Dear Ms. Miltenberger:

Friends of Columbia Community Health is pleased to recognize and support the work of your nonprofit organization by making a donation of \$30,000. This donation in part reflects and honors the service on our Board of Directors by Brian Mahoney and Pam Dean who suggested your organization would be a worthy recipient. Our Board approved the grant award at its meeting in late May.

We appreciate the important work that the Astoria Warming Center does in fulfilling its mission and your dedication to operating the overnight shelter.

\$25,000 of this gift is restricted for designated consulting services or planning services, as outlined on the attachment.

The remainder (\$5000) of the gift is unrestricted. The check enclosed.

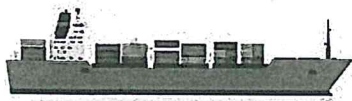
We wish you well in all that you do to improve health and well-being in our community.

Sincerely,

Jeanne Windsor  
Board Chair

Cc: Gretchen Dahlen, CEO  
Dan Parkison, Board Chair  
Brian Mahoney  
Pam Dean

Attachment  
Enclosure



3990 Abbey Lane  
Suite #103  
Astoria, OR 97103

Phone: 503-791-9032  
[gdahlen@FriendsOfColumbiaCH.org](mailto:gdahlen@FriendsOfColumbiaCH.org)

## Friends of Columbia Community Health

### ◦ **Restricted Donation – Guidelines for Use:**

\$25,000 of this \$30,000 gift is restricted for the following purposes, in priority order:

1. Hire one or more consultants to:
  - a. Develop a management plan that defines organizational structure; board, staff, and volunteer roles; measurements for success; and,
  - b. Develop a fundraising plan to ensure future sustainability and to meet the requirements of additional staffing for assessment and referral.
2. Hire a facilitator for board training to include strategic planning, recruitment and retention of board members, and board responsibilities.
3. Hire a consultant or staff member to develop a comprehensive, prioritized list of community agencies and organizations and their involvement with the issue of homelessness. Board members can then make a coordinated plan for developing partnerships and utilizing advocacy opportunities.
4. Hire a consultant or staff member to develop a policy and procedure manual for board approval and adoption. The current version needs a clear re-write.



**MEMORANDUM OF UNDERSTANDING**

Between the Astoria Warming Center and the First United Methodist Church of Astoria, Oregon

The Astoria Warming Center (AWC) and the First United Methodist Church (FUMC) agree to form a partnership for the operation of a winter overnight shelter for homeless individuals in Astoria, Oregon.

**The First United Methodist Church (FUMC) agrees to:**

1. Allow use of the ground floor of the church for a winter overnight center during the winter months from November 15 through March 15 for a period of at least 3 years (beginning Fall 2015 through Spring 2019) after which this agreement may be extended with the consent of both parties. The space includes the Social Hall, a portion of the stage, the space in front of the stage, kitchen, a portion of the former nursery (where the shower and laundry facilities are located), Wesley Room (for families and women in overflow situations), and the men's and women's restrooms. Access to the center will be only through the 11<sup>th</sup> Street door. See Exhibit A of this agreement for a diagram of the space to be used by the center.
2. Allow certain improvements to the space, with permission from FUMC, to be made at the expense of the AWC to allow for improved operation of the warming center.
3. Allow the AWC to store materials, equipment, and supplies in agreed-upon locations on the church premises.
4. Allow AWC mail to come to the church office for the security of funding checks.
5. Allow use of the shower and laundry facilities one day a week during the Warming Center's off-season.

**The Astoria Warming Center (AWC) agrees to:**

1. Provide day-to-day operation of the overnight weather shelter. The center will be open every night between November 15 and March 15.
2. Recruit and train volunteers to staff the center.
3. Pay a prorated share of the utilities for the center.
4. Pay a monthly usage fee of \$250 or a pre-agreed in-kind-donation.
5. Pay for any additional insurance costs incurred by the FUMC due to the presence of the AWC.
6. Pay for any malfunction or deterioration of equipment/facility caused by AWC volunteers or guests.
7. Break down the shelter and clear the space as needed for church events when given 24 hours notice.
8. Allow FUMC pastor to attend AWC Board meetings with voice but no vote.

The Memorandum of Understanding will be in effect upon agreement by both parties.

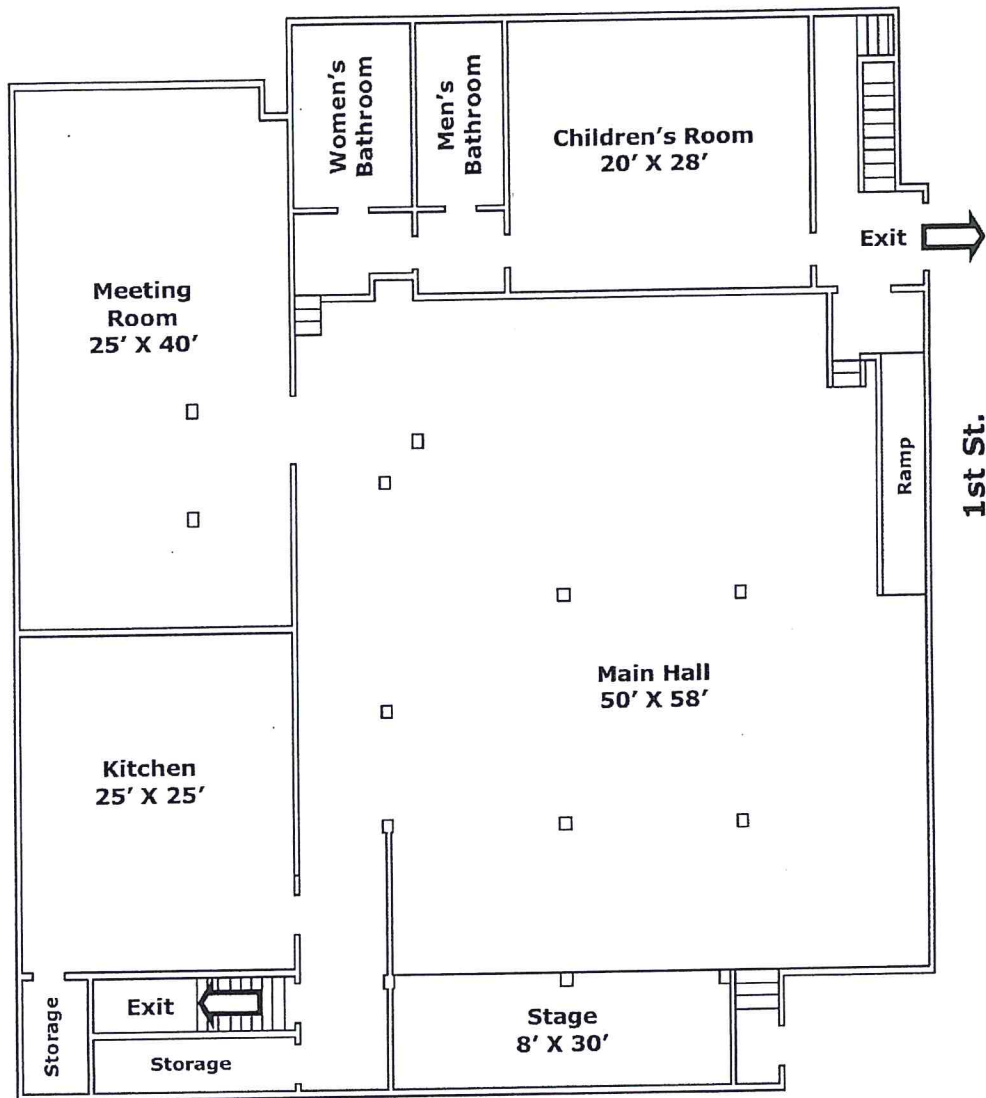
For the FUMC:

Rev. Paul Richard Date: 8/11/16

For the AWC:

Judy Hollingsworth Date: 8-11-16

# Astoria First United Methodist Church





## **Good Neighbor Agreement Astoria Warming Center**

**DRAFT**  
**As of 7/18/17**

**Mission: To prevent unsheltered people from dying of exposure in Astoria**

### **1) Introduction and Background**

- a) The following Good Neighbor Agreement ("Agreement") is established between the Astoria Warming Center (AWC) and the Astoria Downtown Historic District Association (ADHDA), the neighborhood association nearest to AWC. Individuals in AWC's immediate neighborhood provided input, both at a neighborhood meeting and via written comments, which was used in developing this Agreement and forms the core of the Agreement.
- b) The Astoria Warming Center is located at 557 11<sup>th</sup> Street in Astoria, in the lower level of the First United Methodist Church, which owns the building. Some improvements have been made to the lower level of the church building specifically to meet AWC's needs.
- c) AWC is a 501(c)(3) non-profit organization. AWC funding comes from individual and organizational donations, a City of Astoria Community Services grant, and other government or foundation grants that may be applied for and received.
- d) The Astoria Warming Center is a low-barrier warming center, defined as a short-term emergency shelter that operates during inclement weather. AWC will provide overnight sleeping space and evening meals for members of the community who lack shelter for a maximum of 90 nights during the winter months. Annual operations will normally start on or after November 15 and end by March 15. During other months, AWC may be open during two to four daytime hours a week to provide showers only. Staff and/or trained volunteers will be on-site during all hours of operation. AWC will provide referrals to other support services to assist guests with gaining permanent shelter, employment, treatment or other needs.
- e) Legal status of this Agreement: All parties are committed to maintaining safety and good neighborhood relationships. It is to this end that all parties signing below enter into this Agreement. All parties understand that this Agreement is NOT a legally binding contract and is not intended to be by the parties. Parties do agree to act at all times in good faith.

### **2) Goals of the Agreement**

- a) Initiate and maintain open communications and understanding.
- b) Develop a procedure for resolving problems that may arise in the future.
- c) Maintain and enhance neighborhood safety and livability.
- d) Foster a healthy and welcoming environment for all.

Therefore, the parties have reached the following agreement:

### **Agreement**

#### **3) All parties will:**

- a) Contribute to safety and well-being for everyone in the community by treating every community member with respect.
- b) Communicate with one another directly and productively when questions, problems, or differences arise, and resolve concerns at the lowest possible level.
  - i) Contact the other person or organization in a direct and timely fashion if concerns arise, thus allowing the other party to better understand the issue and help resolve it. Contact information for AWC is attached to this agreement.
  - ii) Utilize face-to-face or telephone communication whenever possible to maximize understanding. Exercise caution in communicating via email or similar methods in conflict situations.
- c) Report crime to police as appropriate.

#### **4) Astoria Warming Center will:**

Comply with all applicable laws and regulations, including state and local fire regulations, non-discrimination laws and the Americans with Disabilities Act. In addition, AWC will make concerted efforts to support guests' accountability and personal responsibility through frequent guest education.

- a) Guest education sessions will be conducted every night that AWC is open during the winter months. These sessions will cover:
  - i) All laws and AWC policies regarding behaviors noted in 4c through 4g below, whether at AWC or elsewhere, during operating hours and at other times. AWC rules are included in Appendix D.
  - ii) Respectful treatment of fellow guests, staff/volunteers, the neighborhood and Astoria in general.
  - iii) Availability of community resources for housing, employment, education and recovery, and AWC facilitation of connection to those resources.

AWC will take the following steps to alleviate specific neighborhood concerns raised to date:

- b) Communication with neighbors:
  - i) AWC contact information is attached to this Agreement and will be posted on the AWC website and Facebook page.
  - ii) Neighborhood meetings will be held before, during and after the winter season, to include both AWC's immediate neighbors and the ADHDA. Mailed notice will be



provided at least three weeks in advance to building owners, residents and ADHDA members for whom AWC has addresses. Flyers will be posted in public places and announcements made on social media. Since the City of Astoria can provide AWC with addresses only for building owners, AWC will provide residents and business operators the opportunity to sign up to receive notices at neighborhood meetings or by contacting AWC at any time.

- c) Trash and personal items left in the neighborhood:
  - i) AWC will provide an outdoor trash container for guest use during the months of overnight operations.
  - ii) Trash disposal instructions will be covered in all AWC guest education sessions.
  - iii) AWC guests, accompanied by staff/volunteers, will regularly conduct neighborhood litter patrols on the public areas in a three-block radius of AWC during the months of overnight operations. Building owners in this area who wish to have the litter patrol come onto their private property may arrange this in advance with AWC.
- d) Public urination and defecation:
  - i) When AWC staff/volunteers are present on-site prior to opening time, guests will be allowed inside to use the bathroom only.
  - ii) Avoidance of public urination/defecation, availability of AWC restrooms and location of public restrooms will be covered in all AWC guest education sessions.
- e) Guests congregating outside the AWC entrance before opening time:
  - i) The landscape plan submitted with the Conditional Use Permit application includes additional paved space at the AWC entrance to move waiting guests off the public sidewalk.
  - ii) For the 2017-18 winter season, AWC will take multiple steps to encourage guests to arrive gradually at and after the opening time instead of gathering outside before the opening time:
    - (1) AWC will open at 7:00 pm, with the evening meal served at 8:00 pm. This is expected to result in guests arriving at staggered times from 7:00-8:00 pm.
    - (2) AWC wi-fi service will not be turned on until the 7:00 pm opening time, as some guests have in the past arrived early to use wi-fi from outside the entrance.
    - (3) To the extent possible, AWC staff/volunteers will monitor guests' arrival times and speak to individuals as needed to discourage arriving early.
    - (4) Arrival time and outdoor behavior expectations will be covered in all AWC guest education sessions.
- f) Cigarette smoke and noise during the night:
  - i) To comply with the legal no-smoking distance of 10 feet from a building entrance, guests will be allowed to smoke only in a designated area on the new paved area

outside the entrance. Containers for cigarette disposal will be provided at this location.

- ii) Once admitted to AWC, guests will be allowed out of the building to smoke during the night only when accompanied by a staff person or volunteer. Scheduled smoke breaks will be used to the extent possible.
- iii) Any guest who insists on leaving the building to smoke without supervision will be instructed to take their personal belongings with them, as they will not be readmitted to AWC that night.
- iv) Smoking rules will be covered in all AWC guest education sessions.

g) Non-compliant behavior:

- i) Behavior expectations will be covered in all AWC guest education sessions and will include expectations of guest behavior outside as well as within the Center.
- ii) AWC has a strict zero-tolerance policy prohibiting aggressive, threatening, or violent behavior and use of alcohol or illegal drugs in the Center.
- iii) AWC's policy is to immediately evict and temporarily deny readmission to any guest who violates behavior rules. On-site staff and volunteers have the authority to make and implement these decisions immediately and to call 911 when necessary. The AWC board will review denials of admission for determination of whether the denial should be permanent.
- iv) Guests are expected to arrive between 7:00 and 8:00 pm. Guests will not be admitted after 11:00 pm, except for persons brought to AWC by police or ambulance.
- v) Any guest who leaves AWC during the night, except for supervised smoke breaks or a medical emergency, will not be readmitted the same night.
- vi) AWC will continue to work with the Astoria Police Department to foster good communication and partnership.

h) Emergency response vehicles:

- i) AWC asks neighbors to recognize that medical emergencies can happen to anyone.
- ii) It will sometimes be necessary for AWC staff/volunteers to call for police assistance.
- iii) When emergency services are called to AWC, staff/volunteers will, whenever possible, request that the emergency vehicles approach the neighborhood and park at the location without the use of flashing lights or sirens, a practice that was implemented during the last part of the 2016-17 winter season.

i) Data and decision-making:

- i) Beginning with the 2017-18 winter season, AWC will expand the collection of data about AWC guests, incidents, and services provided.



## ASTORIA WARMING CENTER

1076 FRANKLIN AVE.  
ASTORIA, OR  
97103

### BOARD OF DIRECTORS

DANIEL PARKISON,  
PRESIDENT

JANET  
MILTENBERGER,  
TREASURER

ANNIE DOLBER,  
SECRETARY

JUDY  
HOLLINGSWORTH

ANNIE MARTIN

JEREMY MARTIN

RON MAXTED

DEANNA PARKISON

REV. BILL VAN  
NOSTRAN

— overnight shelter  
and warm meals  
for people  
experiencing  
homelessness  
in Clatsop County  
from November 15  
to March 15

— shower facilities  
year-round

## HOW TO CONTACT ASTORIA WARMING CENTER

**Phone: (760) 289-8932**

*Nights of operation*

*November 15 – March 15, 7:00 pm – 8:00 am:*

When the Warming Center is open overnight, staff and volunteers will do our best to answer this phone; if we do not answer your call, please leave a message and we will get back to you as soon as possible.

*Other times:*

Please leave a message and we will get back to you within two days.

**Email: [astoriawarmingcenter@gmail.com](mailto:astoriawarmingcenter@gmail.com)**

- ii) This data will be provided to ADHDA, the City of Astoria and on request to other interested parties. It will also be used by AWC to inform future decision-making and operations planning.

**5) Astoria Downtown Historic District Association will:**

- a) Forward to the AWC President within two business days any written community feedback received by ADHDA from members or others.
- b) Publicize AWC neighborhood meeting notices to ADHDA members.
- c) Provide AWC with names and addresses of ADHDA members who wish to receive AWC communications.
- d) Send an ADHDA representative to AWC neighborhood meetings.
- e) Provide information to ADHDA members about the Astoria Police Department's Property Watch program.
- f) Support AWC's request to the City of Astoria to keep the public restrooms at 12<sup>th</sup> Street & Exchange Avenue open until at least 7:00 pm and to provide additional portable restrooms near downtown and/or the Riverwalk.

**6) Duration**

- a) This Agreement will remain in effect unless dissolved by consensus of the parties signing below.

**7) Administration**

- a) The original signed Agreement and any amendments will be kept on file by the Astoria Warming Center, with copies provided to ADHDA, the City of Astoria and any person who requests it.
- b) The Agreement may be amended by consensus of the parties.

**8) Signatures of Parties**

_____	_____
Astoria Warming Center President	Date
_____	_____
Astoria Downtown Historic District Association	Date

**9) Appendices:**

- A. How to contact AWC
- B. Program information
- C. AWC service statistics
- D. AWC rules



# Astoria Warming Center Organization Summary

## Appendix B

### Organizational History

The Astoria Warming Center is managed by a volunteer board of directors and operated by a combination of volunteers and part-time temporary paid staff. AWC continues to enjoy wonderful community support, with donations and volunteers coming from many churches, community organizations and individuals.

AWC began operating during the winter of 2014-15 in response to the need for a warm, safe overnight shelter during severe winter weather for homeless individuals who were not being served by then-existing programs. Since the beginning of operations, AWC has served men, women and families with children. During the first two winters, AWC operated on a seasonal weather-determined basis from November 15 through March 15, opening when the overnight temperature was predicted to be below 40 degrees or when severe weather was forecast. For the 2016-17 season, the AWC Board committed to be open every night from November 15 through March 15 to provide guests and volunteers with increased consistency. This was later modified to November 15 through February 28 due to fire regulations. For the 2017-18 winter season, the AWC board has designed an operating schedule to conform to the 90-day limit on warming center operations.

Since the 2015-16 winter season, First United Methodist Church (FUMC) has very generously provided AWC with space for shelter operations, kitchen facilities, storage, shower and laundry facilities in exchange for very nominal rent during the winter months only, plus increases in utility and insurance costs attributable to shelter operations.

AWC is a low-barrier shelter, meaning that it accepts almost anyone who needs shelter on winter nights. Even if persons seeking shelter are inebriated or under the influence of drugs, as long as they do not pose a threat to others, they will be admitted. The only exceptions are that a person must be capable of unassisted mobility and that we are not equipped to accept unaccompanied minors. This distinguishes AWC from other homeless programs in Clatsop County that will not serve such individuals, or that will admit them only for a night or two before requiring recovery efforts or religious or other programming. AWC does not have any requirement that guests take part in religious observances or recovery programs.

### Board of Directors

AWC's Board of Directors consists of up to 15 volunteer members from the community. When possible, AWC makes a point to include a representative from the homeless community as a liaison to the Board. There are the currently Board members:

Daniel Parkison, President  
Annie Dolber, Secretary  
Janet Miltenberger, Treasurer  
Judy Hollingsworth  
Annie Martin

Jeremy Martin  
Ron Maxted  
DeAnna Parkison  
Rev. Bill Van Nostran  
Joseph Kramer, Liaison

## Astoria Warming Center Service Statistics

## Appendix C

### 2016-17 Season Report

Began operating 11/15/2016

Total nights open through 2/28/2017: 106 (Will be 90 for 2017-18)

Total number of volunteer hours: 2,620\*

*\*This number represents volunteer hours to staff basic shelter coverage, including 2 weeks of all-volunteer staffing, and does not include volunteer hours related to organizational work or work outside of operating hours.*

**Total number of overnight stays (duplicated count): 3,126**

Male: 2282

Female: 844

**Average number served/night: 30**

Male: 22

Female: 8

**Total number of individuals served (unduplicated count): 212**

Male: 148/70%

Female: 64/30%

Veterans: 23

### **Age distribution of guests**

Children (under 18): 6/3%

Transition age youth (18-24): 12/6%

Adults age 25-54: 143/67%

Senior citizens (55 and over): 43/20%

Unknown: 8/4%

### **Length of stay**

Average: 15 days

One week (7 days) or less: 135/64%

One month (31 days) or less: 44/21%

Over one month (32-105 days): 33/15%

### **Previous sleeping arrangement**

- 97 (46%) AWC guests reported sleeping in places not meant for habitation prior to checking in at the Warming Center. Such places included vehicles, dugouts, tents, and under bridges.
- 13 (6%) guests declined to divulge where they slept prior to the AWC.
- 102 (48%) guests reported sleeping in places intended for habitation, including other shelters, friends' houses, motels, and jail.



## **Astoria Warming Center Guest Rules & Information**

**AWC Guest Rules & Information are reviewed with all guests every night that AWC is open overnight.**

- Zero tolerance policy prohibits:
  - Weapons – All weapons must be turned in to staff for the night.
  - Drugs or alcohol in the building
  - Smoking or rolling cigarettes in the building
  - Threatening, violent or discriminatory talk or behavior
- Any violation of the zero tolerance policy will result in immediate expulsion from the Warming Center. Expulsion will be at least for the night, and may be made permanent by decision of the AWC Board.
- The Warming Center does not own this space; we are given the use of it through the generosity of the church. Please respect the space and the neighborhood.
  - Trash containers provided by AWC are located in the church parking lot.
  - Location of public restrooms
  - Guests are asked not to arrive before 7:00 pm, and to wait quietly off the public sidewalk if the doors are not open when they arrive.
  - Smoking is allowed only in the designated space on the paved area. Be sure to use the provided container for cigarette disposal.
  - Smoke breaks during the night are allowed only with staff/volunteer supervision.
- Guests are expected to at all times be respectful of each other, staff and volunteers, the church, neighbors, and the neighborhood.
- Food and drink are to be kept at the tables only, not in the sleeping area.
- All pets must be kept on a leash at all times.
- Community resources are available for help with housing, jobs, treatment, etc.; AWC staff will provide information and referrals.

## **Referrals**

*Though most guests learned of the AWC by word of mouth, many found us by way of the following organizations:*

- Addiction treatment and resource organizations (AA, Rosebriar, Choices): 3
- Clatsop Behavioral Healthcare (mental health and addiction services): 2
- Clatsop Community Action (social services): 4
- Domestic & sexual violence resources (The Harbor, RAINN, and the Lighthouse): 6
- Homelessness resource organizations (Project Homeless Connect, Riverfolk): 3
- Law enforcement (police and jail): 26
- Medical centers (clinics and hospitals): 6
- Other shelter (OWL, WWC, and Helping Hands): 32

## **Positive outcomes**

*These numbers reflect positive outcomes related to Astoria Warming Center services that guests reported to staff and volunteer.*

- Housing: 23 guests reported moving into a more stable housing situation
- Employment: 11 guests reported gaining employment during the period of their stay at the AWC
- School: 3 guests reported returning to school while at the AWC
- Drug/alcohol treatment: 3 guests reported participating in drug/alcohol treatment (not counting AA/NA) while at the AWC