



AGENDA

ASTORIA DEVELOPMENT COMMISSION

September 21, 2015
Immediately Follows City Council Meeting
2nd Floor Council Chambers
1095 Duane Street · Astoria OR 97103

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. REPORTS OF COMMISSIONERS**
- 4. CHANGES TO AGENDA**
- 5. CONSENT CALENDAR**

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the Astoria Development Commission requests to have any item considered separately. Members of the Community may have an item removed if they contact the City Manager by 5:00 p.m. the day of the meeting.

 - (a) ADC Minutes of 8/3/15
 - (b) ADC Minutes of Special Meeting 8/14/15
 - (c) ADC Minutes of 8/17/15
 - (d) Authorize Contract for Heritage Square (Community Development)
- 6. REGULAR AGENDA ITEMS**
 - (a) Lease of City Property for Chowder Boat (Community Development)

<p>THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING JULIE YUILL, CITY MANAGER'S OFFICE, 503-325-5824.</p>



CITY OF ASTORIA
Founded 1811 • Incorporated 1856

September 17, 2015

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION (ADC)

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ADC MEETING OF SEPTEMBER 21, 2015

CONSENT ITEMS

Item 5(a): ADC Minutes

The minutes of the ADC meeting of August 3, 2015 are enclosed for your review. Unless there are any corrections, it is recommended that the ADC approve these minutes.

Item 5(b): ADC Special Meeting Minutes

The minutes of the ADC special meeting of August 14, 2015 are enclosed for your review. Unless there are any corrections, it is recommended that the ADC approve these minutes.

Item 5(c): ADC Minutes

The minutes of the ADC meeting of August 17, 2015 are enclosed for your review. Unless there are any corrections, it is recommended that the ADC approve these minutes.

Item 5(d): Authorize Contract for Heritage Square (Community Development)

The contract for Heritage Square is continuing to be negotiated. A draft contract and scope will be forwarded to the Commission by separate cover.

REGULAR AGENDA ITEMS

Item 6(a): Lease of City Property for Chowder Boat (Community Development)

In February 2015 Teresa Estrada applied to the City of Astoria for a lease on City owned property located at the US Coast Guard parking lot adjacent to the Bowpicker food cart. For various reasons described in a City Council staff report dated April 30, 2015, the City declined the request on May 4, 2015. The ADC

owns other property in Astoria including 250 21st Street located adjacent to the Riverwalk, Barbey Maritime Center, and City Lumber Company. The site was a former freight warehouse (Darigold Building) which the ADC demolished in 2011. Ms. Estrada submitted another lease request on July 1, 2015 for this property.

This request is located in the Astor East Urban Renewal District which is under the jurisdiction of the Astoria Development Commission. After receiving the request, staff from Engineering and Community Development worked with Ms. Estrada to understand the nature of the request and its implications for the property and neighborhood. Based on this information, and subsequent analysis completed by staff, there are a number of issues to consider before entering negotiations for a lease let alone a land use application which would immediately follow an executed lease.

It is recommended that the Astoria Development Commission decline the lease request, direct staff to consider an asset management policy that formalizes lease criteria to evaluate future requests and determine procedural steps needed to initiate a letter of intent for prospective tenants, and develop a disposition/investment strategy for the property consistent with ADC policy.