



AGENDA

ASTORIA CITY COUNCIL

March 6, 2017

7:00 p.m.

2nd Floor Council Chambers

1095 Duane Street · Astoria OR 97103

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **REPORTS OF COUNCILORS**

4. **CHANGES TO AGENDA**

5. **PROCLAMATIONS**

- (a) Sexual Assault Awareness Month
- (b) Child Abuse Prevention Month

6. **PRESENTATIONS**

- (a) Kevin Leahy of Clatsop Economic Development Resources (CEDR)

7. **CONSENT CALENDAR**

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the City Council 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) City Council Minutes of 2/6/17
- (b) City Council Work Session Minutes of 2/8/17
- (c) Boards and Commissions Minutes
 - (1) Historic Landmarks Commission Meeting of 12/20/16
 - (2) Library Board Meeting of 2/24/17
 - (3) Planning Commission Meeting of 12/6/16
- (d) Authorization to Light the Astoria Column Teal for the Month of April in Recognition of Sexual Assault Awareness Month and Child Abuse Prevention Month (Parks)
- (e) Request by Richard Seppa to Remove Trees on City Property Adjacent to 2904 Irving (Public Works)
- (f) Request to Extend Moratorium on Lane Rental Fees Charged to North Coast Swim Club and the Astoria School District (Parks)

8. **REGULAR AGENDA ITEMS**

All agenda items are open for public comment following deliberation by the City Council. Rather than asking for public comment after each agenda item, the Mayor asks that audience members raise their hands if they want to speak to the item and they will be recognized. In order to respect everyone's time, comments will be limited to 3 minutes.

- (a) Ordinance Revising Legal Description to the Astor-West First Amendment (2nd reading & adoption) (Community Development)

- (b) Liquor License Application from Sundeep & Ekam LLC, dba Astoria Mini Mart, Located at 95 W. Marine Drive, for a Change of Ownership for an Off-Premises Sales with Fuel Pumps License (Finance)
- (c) Liquor License Application from LaPlante LLC, dba Fulio's, Located at 1149 Commercial Street, for a Change of Ownership for a Full On-Premises Sales License and an Off-Premises Sales License (Finance)
- (d) Resolution Reaffirming the City of Astoria's Policy of Inclusivity (City Council)

9. NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)

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 THE CITY MANAGER'S OFFICE AT 503-325-5824.



CITY OF ASTORIA

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March 3, 2017

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF MARCH 6, 2017

PROCLAMATIONS

Item 5(a): Sexual Assault Awareness Month

Mayor Arline LaMear will proclaim the month of April as Sexual Assault Awareness Month.

Item 5(b): Child Abuse Prevention Month

Mayor Arline LaMear will proclaim the month of April as Child Abuse Prevention Month.

PRESENTATIONS

Item 6(a): Kevin Leahy of Clatsop Economic Development Resources (CEDR)

Clatsop Economic Development Resources Director Kevin Leahy will make a presentation regarding CEDR's services to the local business community for 2016 and 2017 year to date.

CONSENT CALENDAR

Item 7(a): City Council Minutes

The minutes of the City Council meeting of February 6, 2017 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 7(b): City Council Work Session Minutes

The minutes of the City Council work session meeting of February 8, 2017 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 7(c): Boards and Commissions Minutes

The minutes of the (1) Historic Landmarks Commission meeting of 12/20/16, (2) Library Board meeting of 2/24/17, and (3) Planning Commission meeting of 12/6/16 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

Item 7(d): Authorization to Light the Astoria Column Teal for the Month of April in Recognition of Sexual Assault Awareness Month and Child Abuse Prevention Month (Parks)

On February 18, 2014 the Astoria City Council gave direction to the Parks and Recreation Department to limit the use of colored lighting effects at the Astoria Column to twice a year when specifically authorized by City Council. This direction came after colored lighting effects took place for the first time at the Astoria Column in October 2013 in an event organized by Columbia Memorial Hospital, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column Pink in recognition of Breast Cancer Awareness Month. This event was followed by a partnership between the Women's Resource Center, the Clatsop County Domestic Violence Council, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column teal for the month of April 2014 in recognition of Sexual Assault Awareness and Child Abuse Prevention Month. In partnership with the Domestic Violence Council, the Harbor and the Friends of the Astoria Column, the Parks and Recreation Department is requesting permission to change the lighting color on the Astoria Column to a teal hue for the month of April 2017 in recognition of Sexual Assault Awareness and Child Abuse Prevention Month. It is recommended that City Council authorize the change in lighting at the Astoria Column to a teal hue for the month of April 2017 in recognition of Sexual Assault Awareness Month and Child Abuse Prevention Month.

Item 7(e): Request by Richard Seppa to Remove Trees on City Property Adjacent to 2904 Irving (Public Works)

Richard Seppa, 2904 Irving Street, has submitted an application for permission to fell/cut tree(s) on City property. The City-owned property is immediately to the north of Mr. Seppa's property. The area of the City-owned property and right-of-way is approximately two acres. The City gave Mr. Seppa a permit in 2011 to cut and trim trees for three view corridors. He is asking permission to re-establish one of the corridors which has regrown. Included with this agenda item are exhibits showing the previously approved areas and the current area.

The applicant had a certified arborist review the proposed activity for the permit the City issued in 2011. In addition, because the property is within a known slide area, he also had a registered geologist review the City-owned property in regards to the impact that the tree removal would have on the slide area. The geologist concluded that the tree removal would have no effect on reducing slope stability. Based on these reports, and from a technical standpoint, staff does not see any reason why the tree cutting should not be allowed. The trees will be stumped with

no roots removed. Should City Council agree to approve this request, staff highly recommends the following conditions be included in the permit:

- 1) Applicant shall employ any erosion control measures recommended by the project arborist or geologist and take any other measures required to stabilize all disturbed areas and assure that new growth is fully established.
- 2) Any trees with a 12" or greater Diameter at Breast Height (DBH) are limited to a 25% height reduction.

It is recommended that Council consider approval of the request with the suggested conditions.

Item 7(f): Request to Extend Moratorium on Lane Rental Fees Charged to North Coast Swim Club and the Astoria School District (Parks)

The Astoria Aquatic Center partners with the Astoria School District and the North Coast Swim Club (NCSC) to provide space within the lap pool for youth swim team members to practice. The Astoria Aquatic Center's current lane rental fee is \$25 per lane per hour, but neither the Astoria School District nor the North Coast Swim Club can afford the \$25 per hour rate due to the length of their practices and amount of space they require. During the November 7, 2016 City Council meeting, staff suggested that in addition to our current \$25 per lane per hour rental fee, an additional rental option specifically for youth swim teams to practice be added to the fee resolution at a reduced rate of \$5 per lane per hour. This rate would be contingent upon the rented space being used by youth swim teams for the purpose of practicing for a minimum of 100 hours per year and that all participants would be required to purchase a monthly or daily pass. After public comment and a discussion by Council, City Council stated that private youth swim teams should pay less than \$5 per lane per hour and declared a 60-day moratorium on lane rental fees at the Astoria Aquatic Center charged to the Astoria School District and North Coast Swim Club to allow staff time to re-negotiate with the organizations.

City staff continued to meet with the North Coast Swim Club representatives during December 2016 and January 2017 to negotiate a mutually agreed fee. During the January 3, 2017 City Council meeting, City Council declared an additional 60-day moratorium on lane rental fees at the Astoria Aquatic Center charged to the Astoria School District and North Coast Swim Club to provide staff and City Council time to evaluate and discuss sustainable service levels of the Department. A City Council work session dedicated to this topic is scheduled for March 8, 2017. Thus, staff is requesting an additional 60 day moratorium to receive further direction from Council followed by continued negotiations with the North Coast Swim Club. It is recommended that Council extend the moratorium on lane rental fees charged to the North Coast Swim Club and the Astoria School District for an additional 60 days.

REGULAR AGENDA ITEMS

Item 8(a): Ordinance Revising Legal Description to the Astor-West First Amendment (2nd reading & adoption) (Community Development)

This ordinance received its first reading at the February 21 2017 Council meeting. The Astoria City Council approved an ordinance to expand the Astor West Urban Renewal Area on November 21, 2016. After adoption, the amendment was sent to Clatsop County for recording. The County Surveyor's office noted an error on the legal description which is a requirement to establish the exact boundary of the amendment. The contracted surveyor has made the corrections and the County Surveyor has approved as to form. The City Attorney has recommended readopting the First Amendment through a revised ordinance. No other changes to the ordinance are proposed and the City Attorney has also approved as to form. It is recommended that the City Council hold a second reading and readopt the ordinance regarding the First Amendment to the Astor West Urban Renewal Plan.

Item 8(b): Liquor License Application from Sundeep & Ekam LLC, dba Astoria Mini Mart, Located at 95 W. Marine Drive, for a Change of Ownership for an Off-Premises Sales with Fuel Pumps License (Finance)

A Liquor License Application has been filed by Sundeep & Ekam LLC, dba Astoria Mini Mart, located at 95 W. Marine Drive, for a Change of Ownership for an Off-Premises Sales with Fuel Pumps License. The appropriate departments have reviewed the application and it is recommended that Council consider approval of the application.

Item 8(c): Liquor License Application from LaPlante LLC, dba Fulio's, Located at 1149 Commercial Street, for a Change of Ownership for a Full On-Premises Sales License and an Off-Premises Sales License (Finance)

A Liquor License Application has been filed by LaPlante LLC, dba Fulio's, located at 1149 Commercial Street, for a Change of Ownership for a Full On-Premises Sales License and an Off-Premises Sales License. The appropriate departments have reviewed the application and it is recommended that Council consider approval of the application.

Item 8(d): Resolution Reaffirming the City of Astoria's Policy of Inclusivity (City Council)

This proposed resolution was added to the February 21, 2017 City Council agenda. After consideration by the City Council, it was decided that the City Attorney and staff should review the draft resolution to determine if there were any conflicts or concerns. City Attorney Henningsgaard prepared the revised draft to respond to a concern identified from the Municipal Court. Court dockets are public records and ICE had requested to receive those when issued. The earlier draft would have prohibited the Municipal Court in providing the docket to ICE which would be in conflict with open records law. Council also determined the resolution should be returned to the March 6, 2017 meeting for further discussion.



PROCLAMATION

WHEREAS, sexual assault affects Oregonians every day, whether as a victim or survivor or as a family member, friend, partner, neighbor, employer or co-worker of a survivor; and

WHEREAS, Oregonians of all gender identities experience sexual violence, including an estimated 1 in 4 adult women who has been the victim of rape, and nearly 1 in 5 men who has experienced sexual violence in their lifetime; and

WHEREAS, certain populations in Oregon experience much higher rates of sexual violence due to systemic oppression and inequity; and

WHEREAS, compassionate, courageous, and dedicated individuals, local organizations, and other partners have provided services and support for victims and survivors, and worked to prevent sexual violence for decades; and

WHEREAS, sexual violence is preventable and all communities are strengthened by encouraging healthy, non-violent interactions, relationships and social norms; and

WHEREAS, every individual and community in Oregon has a role to play to help eliminate sexual violence by working together to promote social change.

NOW, THEREFORE, I, Arline LaMear, Mayor of Astoria, do hereby proclaim April as

SEXUAL ASSAULT AWARENESS MONTH

in the City of Astoria and encourage all citizens to join in this observance.

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Astoria to be affixed this 20th day of March, 2017.



Mayor



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PROCLAMATION

WHEREAS, every child is precious and deserves to grow up in a healthy, safe, nurturing environment free from the dangers and harmful effects of child abuse and neglect; and

WHEREAS, child abuse and neglect impacts our entire society and can cause traumatic psychological, emotional and physical harm, resulting in long-term economic and societal costs; and

WHEREAS, child-focused prevention and intervention programs offer positive alternatives and outcomes for children and encourage families to develop strong, durable ties to their communities; and

WHEREAS, child abuse prevention succeeds through partnerships among parents, child-welfare agencies, mental and physical health care providers, schools, law enforcement agencies, churches, businesses and community members by fostering loving, supportive and violence-free homes; and

WHEREAS, all citizens need to be more aware of the effects of child abuse, neglect, and prevention in order to encourage healthy parenting in healthy communities.

NOW, THEREFORE, I, Arline LaMear, Mayor of Astoria, do hereby proclaim April 2017, as:

CHILD ABUSE PREVENTION MONTH

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Astoria to be affixed this 6th day of March, 2017.



Mayor



CITY OF ASTORIA CITY COUNCIL ANNUAL UPDATE. MARCH 6, 2017

**CEDR & Clatsop Community College Small Business Development Center
Results for 2016.**

2016 performance recap:



Counseling Clients:

145 (FREE AND CONFIDENTIAL)

Counseling Hours: **1013**

Long Term Client: **56** (5+Hours of advising)

Training Events: **45**

Training Attendees: **320**

Total Jobs Created: **83**. Jobs Retained. **88**.

Capital Formation: **\$532,114.00**

Business Starts: **9**

-In 2016, **David Reid** took over as the **lead advisor** for the CCC SBDC, and has had a **significant impact** to our Center this past year. In addition, David traveled to Orlando, Florida for the national SBDC conference in September, which served as a tremendous professional development opportunity for David, and he shared the tools of the conference with the entire staff.

-**Walt Postlewait, Executive Vice-President for Craft 3**, joined our team as the **CCC SBDC Small Business Management Program Manager in September**. This program has been a key component of our small business program for over 30 years, and we are so excited that someone with Walt's business experience and acumen has joined us to serve the small business community!

-**Bill Musemeche, Sally Lemond** and **Mark Redwine** continue to serve us as part-time SBDC advisors, funded in part by the generous contributions of the business community through CEDR membership, as we provide FREE and CONFIDENTIAL advising while paying our advisors.

-**Jorge Gutierrez** also continues to serve as a part-time SBDC advisor serving the Hispanic clients in Clatsop County. Jorge and I attended an all-day training workshop in November at Clackamas Community College that covered Best Practices for serving this very important growing Hispanic population.

-**Tammy Lambert** joined us in July after the retirement of **Penny Rogers**, who served the college and CEDR/SBDC so well over her many years at the college, and we wish her well on her retirement. We are very thankful for Tammy's upbeat and can do personality, while also bringing her institutional knowledge of the college process and culture to South County CCC/CEDR.

-Our 2016-17 signature CCC SBDC SBM (Small Business Management) Class has 12 businesses enrolled, and 14 attendees.

-We were so honored to have **Congresswoman Suzanne Bonamici** present our 2015-16 Small Business Management Program businesses with completion certificates at the June 2nd "graduation" held at the CCC/CEDR South County Center in Seaside.

-We are organizing and hosting four of our sister SBDC centers at regional training in Astoria this spring: Chemeketa, Linn-Benton, Oregon Coast, and Tillamook Bay Community College SBDC's.

Highlights of 2016:

-**CEDR Awards Event March, 2016** CEDR county-wide business awards event at the Loft at the Red Building in Astoria with over 180 business and community leaders in attendance. Ten awards were given out to businesses from throughout Clatsop County. CEDR co-founder and past President **Skip Hauke** was given a special service award from **Senator Betsy Johnson** for his years of service to CEDR, which continues to this day.

2017 event will be held on Wednesday, March 22nd, at the Seaside Convention Center. Save the Date! Starts at 5:30 PM.

-**CEDR and the local WorkSource Oregon office** spearheaded the **Clatsop County High School Career & Job Fair** at the Clatsop County Fairgrounds on **April 5th** with **68** employers participating, and **over 600** students. Also raised **over \$7,400** from businesses and the school districts to feed the kid's lunch. Plans are to expand this for next year to include a career & job fair for the adult job seekers in the afternoon after the high schools have departed.

For 2017, the **Clatsop Job & Career Fair** has been moved up to **February 22nd** to accommodate the hiring needs of the business community. Seven high schools will be participating this year, including Ilwaco and Naselle High School, with **715** students coming.

The event has **ALSO** been **extended** to include a **2:00-4:00 pm adult job seeker portion, including our CCC students. Many volunteers work to make this happen!**

And additional funding was secured to cover expenses from the business community, and the Clatsop County School Superintendents. Thank you!

-**CEDR and Col-Pac** have been spearheading an **Affordable/Available Housing Task Force** for Clatsop County, with public and private partners. The focus now is project-based, with the participation of the Governors Regional Solutions Team, CEDR, and the entities the project falls under geographical boundaries.

All elected officials and our government partners in Clatsop County and the state of Oregon need to be committed to addressing this problem, and work together on solutions.

Progress is coming.

-Advance Astoria Initiative

I serve on the **core steering committee** of the Advance Astoria Economic Development Initiative, representing CEDR and the broader Economic Development Strategies and Business Clusters of Clatsop County. **As always**, CEDR and the Clatsop Community College Small Business Development Center work hand in hand with the City of Astoria, City Manager **Brett Estes**, and Director of Community Development Department **Kevin Cronin** in working with local businesses to advance the local economy.

Note that **Nancy Ferber** has done a stellar job in communicating new business starts in Astoria to CCC SBDC lead advisor David Reid and myself that may lead the business to take advantage of the FREE and CONFIDENTIAL advising available through the CCC SBDC.

-ADHDA Business Development Committee

CEDR has been part of the ADHDA "Biz Dev" committee for several years. Currently, SBDC lead advisor David Reid serves as chair of this very important committee, and I continue to serve on the committee. We are in the process of rolling out the "public" portion of the "Downtown Astoria Cluster Analysis" through outreach meetings coming up soon.

-CPP. Columbia-Pacific Preservation Committee

CEDR is a founding member of this committee along with the City of Astoria and Clatsop Community College's Historic Preservation Program. Focus is Economic Advancement of the Historic Preservation Cluster in Astoria, and our region. (Note that Kevin Cronin and I were featured co-presenters on "Project Planning" at the Statewide Main Street Workshop in Astoria on September 16th at the Judge Boyington building.)

AMCCO (Astoria Marine Construction Company)

Clatsop County and CEDR have been partners for years in trying to find a solution to the environmental issues facing AMCCO.

DEQ responded on September 29th to the **CEDR boards earlier letter, and approved a five-year delay of the cleanup**, acknowledging the extreme hardship this will create for our local fishing fleet and others if AMCCO is forced to close.

While this was very positive news, the solutions are very complex and expensive, but we will continue to work together to find a hopeful short and long-term solution.

-CFEDC (Clatsop Forestry Economic Development Committee). I serve as Chairman of this committee. We updated the County Commissioners at the June commission meeting the importance of this sector in our regional economy. **\$23.5M** has been distributed from Oregon Department of Forestry (ODF) to Clatsop County from timber harvests this year, which directly funds schools, law enforcement, roads, Clatsop Community College, and much more.

The 26th annual leader's tour was held on Wednesday, October 5th, with one of the largest participation of citizens and leaders in its history.

This sector continues to be 30% of our economic base.

-Clatsop Community College Strategic Plan.

Under the leadership of **CCC President Chris Breitmeyer**, I have been assigned the role of "External Chair" for Clatsop Community College's strategic plan, working with the business community and leaders in the community to ascertain the current and future needs and programs needed for the economic and educational growth of our region. **JoAnn Zahn**, VP of Operations, serves as "Internal Chair" for the project. We are leading meetings gathering data and information, which will be reviewed with the College Board, who will set the direction with our input and involvement as a campus community, and the community at large.

-S.T.E.M Partnership.

I serve as the business voice on the Northwest Regional STEM (Science, Technology, Engineering and Math) partnership, a cross-section group of individuals & School Districts in Clatsop, Columbia, Tillamook and western Washington counties. The purpose of the group is to determine regional priorities and action planning for STEM and CTE (Career Technical Education) education that will grow economic development in our region. We have held several very productive meetings, with results forthcoming in 2017-18.

-Fishing/Seafood Processing. CEDR is working with OSU Extension and key employers in this sector to form a committee similar to the CFEDC committee to showcase the importance of the seafood and seafood processing industry to our regional economy. We hope to have a "Leaders Tour" this spring.

-OSU ECAN Committee. (Extension Citizens Advisory Committee.)

I was honored to be selected to represent Clatsop County as a member of the OSU Extension Citizens Advisory Committee, and also serve on the steering committee representing the entire Oregon Coast. I will report on the OSU legislative days I will be attending in Salem on March 1st and March 2nd in my next update, and plan to be a vocal advocate for our rural region.

-CEDR Private Sector Membership Initiative. 68 private sector partners. This continues to grow. **We appreciate the business community financial support here,** which directly funds the **FREE** and **CONFIDENTIAL** support provided by the Clatsop Community College Small Business Development Center and the many workshops, as well as the CCC SBDC Small Business Management program.

-I continue to write monthly business articles published in the Coast River Business Journal for the business community.

-CEDR is an active advisory member of the Astoria-Warrenton Chamber of Commerce Board, a member of the Seaside Chamber of Commerce, Cannon Beach Chamber, ADHDA, SDDA, and attend the WMM (Wednesday Morning Meetings) meetings in Cannon Beach.

-I continue to serve as the Clatsop County "Enterprise Zone" manager.

-In the volunteer area, I serve as the current **President of the Rotary Club of Seaside** and continue to serve on the **Board** of the **Astoria Regatta Association.**



The economy continues to improve, but we all need to work more collaboratively together on addressing the lack of housing throughout all of Clatsop County at all levels; from affordable to workforce to market rate housing.

Respectfully Submitted.

Kevin Leahy

Executive Director: CEDR/CCC SBDC

Email: k Leahy@clatsopcc.edu Direct: 503-338-2342 Visit our CEDR Website clatsoped.com

A regular meeting of the Astoria Common Council was held at the above place at the hour of 7:00 pm.

Councilors Present: Nemlowill, Jones, Price, Brownson, and Mayor LaMear.

Councilors Excused: None

Staff Present: City Manager Estes (via telephone), Community Development Director Cronin, Parks and Recreation Director Cosby, Finance Director Brooks, Fire Chief Ames, Assistant City Manager/Police Chief Johnston, Public Works Director Cook, Engineer Harrington, Support Engineer Moore, Library Director Pearson, and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REPORTS OF COUNCILORS

Item 3(a): Councilor Nemlowill reported that Director Cronin did a great job putting together the Advance Astoria forum at the Red Building, which had terrific attendance. It was neat to hear from the panelists that there are micro manufacturing opportunities in Astoria, and learn that the community could do things other than brew beer. City Council has a goal pertaining to disaster resiliency and she believed it was interesting that Astor Elementary School was also doing its own resiliency training. The school is looking for people who are trained in medical, mental health, and Spanish. A neighborhood meeting has been scheduled for March 6th. The school is also looking for people with expertise or who can provide shelter in the event of an earthquake.

Item 3(b): Councilor Brownson reported that he attended the Advance Astoria community meeting, which he believed was put together well. The entire City Council attended and it was interesting for him to experience the full Council at a non-public meeting. He thanked the library for hosting the Homeless in the Land of Plenty event. He and Mayor LaMear participated in the event. Issues with the homeless are serious and difficult to solve and the two-hour event did not get close to scratching the surface. He also attended Court Appointed Special Advocate's (CASA) fundraiser at Fort George. CASA is a volunteer program that represents juveniles in court, which is a very worthy cause. On Thursday at Three Cups of Coffee, he would host a Meet the Councilor event beginning at 4:00 pm. The event will be an opportunity to talk to him, ask him questions, or learn more about him.

Item 3(c): Councilor Price congratulated the women of the Astoria Women's March Committee, their volunteer safety monitors, the Downtown Astoria merchants, and Astoria Police Department for organizing and managing a very successful march on January 21st. Over 1,300 women, children, and men attended. Anyone interested in continuing with grass roots activism could find a good start with Indivisible North Coast Oregon. The Astoria Downtown Historic District Association (ADHDA) hosted a volunteer appreciation night where several well-deserved and cleverly named awards were given out. Ray Merritt won the Pat Award. The Chamber of Commerce held its George Awards, where the award for outstanding community service was given to three Astorians. Award recipient Sarah Meyer has been involved in many things over the years, most recently with the American Association of University Women (AAUW) and Sarah's Old Photos. Award recipient Greg Newenhoff is co-owner of City Lumber and is restoring the Flavel House and Award recipient Myrle Bruner organized the Christmas food basket event. She attended the Warming Center's board meeting. The center is facing some challenges, but they should be applauded for being open 105 consecutive days. The center will close on March 1st and will begin working with City staff and neighbors to find a good path forward for next winter. Last week, she was in Washington, DC visiting the offices of several representatives. She spent time with Senator Bonamici's Chief Legislative Representative Allison Smith. They talked about Federal Emergency Management Agency (FEMA) and the candidate for Secretary of Education. Senator Bonamici is on the Education Committee and Councilor Price gave her regards for standing firm for democracy. When she returned to Astoria, she noticed that Marine Drive could use some attention. She planned to discuss this with the Community Development Department and the ADHDA. The Art Walk will be held over the weekend from 5:00 pm to 8:00 pm. She encouraged everyone to support local businesses and see what the local arts and institutions give to downtown. She noted that her entire outfit was purchased downtown.

Item 3(d): Councilor Jones thanked Director Pearson for remodeling the Flag Room at the library. The room is much more flexible and is open for longer hours now, which makes the room more useful for many community organizations. He attended the Chamber banquet for the first time and thanked Skip Hauke for a great event. He was impressed by how many local businesses, non-profits, and other agencies come together to acknowledge the community's volunteers who do so much to make Astoria a great place.

Item 3(e): Mayor LaMear reported that the Women's March was very emotional and a big success. The best part was that everyone was peaceful and positive. She was proud to be a part of the event. Following the homelessness meeting at the library, she attended Project Homeless Connect, which is an annual project held at the Seaside Convention Center. About 30 different groups who help the homeless in some way set up booths and homeless people are able to get things like identification, veteran benefits, healthcare, housing, food, dental care, and haircuts. She looks forward to participating in the event every year because the services make many people happy. She serves on the Columbia River Estuary Task Force (CREST) Board. CREST does a lot of behind-the-scenes work on both sides of the river. They recently restored a salmon habitat by replacing a culvert near the Megler Bridge so the salmon could get upstream from the river.

CHANGES TO AGENDA. There were no changes.

PRESENTATIONS

Item 5(a): Advance Astoria Project Update (Community Development)

Director Cronin gave a PowerPoint presentation updating Council on Advance Astoria, the City's first economic development strategy. He reviewed the project's goals and objectives, funding, community partners, public participation methods, data collected, and work completed so far. The project is about half way complete, on time, and on budget. He listed next steps, briefly described the recommendation and adoption process, and noted how the economic development strategy would be implemented. Advance Astoria continues to seek feedback so the project can continue in the right direction.

Councilor Nemlowill confirmed the City would use the economic development strategy to update the Comprehensive Plan, identify the best way to leverage Urban Renewal funds and DEQ [29:48] funds, and identify the best businesses to grow jobs over the next five years. She asked what the City's role would be. Director Cronin said the City's role would be defined over the next six months and draft recommendations would be submitted to City Council. The City could create an office incubator or maker space, for example.

Councilor Nemlowill stated she like the idea of a maker space that related to the foodie cluster. There are many opportunities with local food manufacturing and a maker space could compliment existing businesses without taking away from other maker spaces. Director Cronin noted that he planned to map the locations of the commercial kitchens. He has not yet spoken with the North Coast Food Web, but wanted to find out how much their new commercial kitchen was being used and if the community could support another commercial kitchen. The North Coast Housing Authority is considering making the kitchen in Uniontown Apartments available to the community. He wants more businesses to have the opportunity to tinker with and develop food products.

Councilor Nemlowill believed the North Coast Food Web's kitchen was used primarily for cooking classes, which are very popular. However, she did not believe there was any place for small-scale food producers or local farmers to process and package commercial food items. This seems like a niche that needs to be filled. She was glad Staff was looking at rural goods that could be sold outside of the community. She believed the craft brewing industry has been successful because it does not have to rely on seasonal sales.

Councilor Jones asked if Staff had identified the factors that were keeping small and medium businesses from locating in Astoria. He also wanted to know if there were obstacles to economic diversification that the City should be working on. Director Cronin said Staff has not done that research yet. He explained that certain challenges come with being a rural economy and Astoria has decided not to complete a recruitment strategy. However, if the community decides to go after a certain type of business, he is aware of what it will take to talk to those businesses about coming to Astoria. Best practices for economic development, retention, and expansion focus on existing businesses.

Councilor Jones believed it would be interesting to find out what would convince a business to come to Astoria over another location, like better transportation services or a remodeled library. Director Cronin added that Staff is not receiving inquiries from businesses looking for new sites. However, Staff needs to identify available sites in case they do begin receiving phone calls from businesses.

Councilor Jones asked if Staff was aware of any opportunities for the high school's vocational training program to partner with the community college and track local youth who take local living wage jobs. Director Cronin confirmed he had spoken with School Superintendent Craig Hoppes. Also, Kevin Leahy has been discussing opportunities as part of the college's strategic planning. It is great that all three entities are thinking along the same lines, but he needs to meet with Mr. Hoppes, Mr. Leahy, and Chris Breitmeyer to decide who will do what. He looks forward to developing agreements with community partners.

Councilor Price said the food niche was very important to Astoria. She believed that in addition to farming crops, small family farms were raising grass fed, grain free animals that butchers in Astoria would love to process. The products could be sold locally or exported. She also believed the textile and fiber arts industry could use some assistance growing their businesses. The arts do not generally provide living wage jobs with career ladders, but she would like the arts considered in some way. Director Cronin noted the advisory committee discussed a "Made in Astoria" label. He did not mention the apparel industry in the presentation, but said he was tracking the industry because he believed there were opportunities. He is excited to figure out how to partner with the apparel industry.

Mayor LaMear called for public comments.

Patsy Oser said if the City wants to attract companies, the housing problem needs to be resolved because there is no place for people to live.

Mayor LaMear noted that affordable housing would be discussed at the next work session. Works sessions are now being held the second Wednesday of each month from 9:00 am to 11:00 am at City Hall in Council Chamber.

Item 5(b): Skip Hauke of Astoria-Warrenton Chamber of Commerce

Skip Hauke, 92732 Deer Valley Road, Astoria, presented an update on services provided by the Chamber of Commerce in 2016 and 2017, which was included in the Agenda Packet. He briefly discussed the Lower Columbia Tourism Committee's (LCTC) role and explained how marketing benefits the entire north coast. The Astoria Warrenton area is number one in the state in the percentage of increase in transient room tax dollars, which were more than \$2 million in 2016. Astoria's share of room taxes in 2016 were over \$1.6 million, a 17 percent increase over the previous year. This money is added to the General Fund and the Promote Astoria Fund and provides a good return on the City's investment. He noted that marketing is only done during the off-season and shoulder season, so traffic issues during the summer are a result of people coming to Astoria on their own. He shared statistics about the tourism industry, citing employment numbers, transient room tax dollars collected, and visitor spending in the area. He also noted that the Chamber directs Goonies fans to the museum and is no longer marketing the Goonies house. He presented Council with a supplement that clarified some of the financial information contained in the Agenda Packet and made travel brochures available to the public. He asked City Council to consider funding the Chamber with a percentage of room tax dollars because it would save them a lot of paperwork.

Councilor Jones asked what the average hotel occupancy was in the off-season. He also wanted to know if people stayed in Seaside and Cannon Beach when Astoria's hotels were full in the summer. Mr. Hauke said the hotels do not share occupancy information with the Chamber. Additionally, the Chamber only receives a total amount of room tax dollars and does not know how much comes from each hotel. He believed occupancy rates were high in the summer and that wintertime occupancy rates were increasing.

Councilor Nemlowill said she liked the idea of paying a percentage. The Budget Committee spends the most time discussing the Promote Astoria Fund and it makes sense for the Chamber to receive funds based on room tax dollars. The City puts about half of the room tax dollars in the General Fund and she wanted more information on the rest.

Mayor LaMear confirmed there were no public comments.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 6(a) City Council Minutes of 1/3/17
- 6(b) City Council Minutes of 1/17/17
- 6(c) Boards and Commission Minutes
 - (1) Library Board Minutes of 11/29/16
- 6(d) Memorandum of Understanding Between Clatsop County and the Cities of Astoria, Seaside, and Warrenton for Cooperation in the Provision of Library Services (Library)
- 6(e) Resolution Amending City of Astoria nondiscrimination Policy (City Manager)
- 6(f) Oregon Infrastructure Finance Authority (IFA) Storm Damage Grant Acceptance (Public Works)
- 6(g) FEMA Emergency Shoreline Erosion Project Construction Contract Award (Public Works)
- 6(h) Veterans and War Memorial Grant Application to Restore the Doughboy Monument (Parks)**
- 6(i) Authorization to Enter into an Agreement with Greenworks P.C. to Produce Site-Specific Park Plans at Shively and McClure Parks (Parks)

Councilor Nemlowill requested Item 6(h) be removed for further discussion.

City Council Action: Motion made by Councilor Price, seconded by Councilor Nemlowill, to approve Items 6 (a), (b), (c), (d), (e), (f), (g), and (i) of the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

Item 6(h): Veterans and War Memorial Grant Application to Restore the Doughboy Monument (Parks)

Councilor Nemlowill stated that during the Parks master planning process, the City learned some of the restrooms are very susceptible to vandalism, which costs the City a lot of money. This proposal includes replacing the plumbing and she questioned whether this restroom should be restored rather than replaced with a new vandal proof restroom. Assistant City Manager Johnston stated he had spoken to Director Cosby about this and learned the Parks Department would be installing vandal proof restroom fixtures as part of this project. Staff's intent is to retain the historic nature of the structure while utilizing crime prevention techniques. Director Cosby added that Staff has communicated heavily with City Council about the large amount of restroom vandalism over the years. However, restroom vandalism has dropped drastically in the last year, which she believed was due to the Warming Center being open. At the Doughboy Monument, most of the plumbing will be moved to the opposite side of the building and all new fixtures will be vandal proof.

Councilor Nemlowill asked if Assistant City Manager Johnston, as the Police Chief, was satisfied with crime prevention efforts in the Doughboy restrooms after speaking with Director Cosby. Assistant City Manager Johnston believed the Parks Department would need to strike a balance between the historic nature of the facility and vandalism. Many times over the years, he and Director Cosby have discussed the costs incurred when porcelain equipment had to be replaced over and over. He was confident that vandal proof measures were a priority for the Parks Department.

Councilor Nemlowill stated she would support putting money into this project if staff believed it would be worthwhile, but she needed to hear from Director Cosby. Director Cosby said funding this project was absolutely worth it and receiving grant money to help fund the project allowed Staff to prioritize the project. This is a very competitive grant and the small \$3,000 match will come from the Urban Renewal Fund. Most importantly, the historic preservation program students will provide the labor. She definitely supports the project because the City will not have to spend any cash on it.

City Council Action: Motion made by Councilor Nemlowill, seconded by Councilor Brownson to approve Item 6 (h) of the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

REGULAR AGENDA ITEMS

Item 7(a): Ordinance Revising City Code Section 5.810 Providing for Identification of Dangerous Animals; Appeals; Restrictions Pending Appeal (2nd reading & adoption) (Police)

This ordinance received its first reading at the January 17, 2017 City Council meeting. Staff is recommending a change to the dangerous animals' ordinance. The change creates a burden of proof in appeal hearings related to the classification of a dangerous animal. There are two other changes proposed as well. One eliminates the requirement for signed written statements allowing for recorded statements as well. The other is to repair a typographical issue in the ordinance. It is recommended that Council conduct the second reading and adopt the proposed ordinance.

Director Brooks conducted the second reading of the ordinance.

City Council Action: Motion made by Councilor Jones, seconded by Councilor Price to adopt the ordinance revising City Code Section 5.810 Providing for the Identification of Dangerous Animals; Appeals; Restrictions Pending Appeal. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

Item 7(b): Ordinance Amending City Code Section 1.964A Pertaining to City Manager's Spending Authority (2nd reading & adoption) (City Council)

The first reading of this ordinance was held at the January 17, 2017 City Council meeting. At the January 6, 2017 goal setting session, there was discussion regarding the City Manager's spending authority, which is currently set at \$10,000. This amount has been in place since 1999. There was discussion from Council members to increase that limit to \$50,000. Spending authorities for managers in our area are as follows:

- Warrenton\$25,000
- Clatsop County.....\$30,000
- Seaside\$50,000
- Cannon Beach\$50,000

At the request of Council, an ordinance revision has been prepared for consideration and is attached to this memorandum. In addition to replacing the \$10,000 amount with \$50,000, the reference to bulk fuel has been deleted since the new spending authority would accommodate those purchases. It should be noted that the City's purchasing ordinance will continue to dictate how bids, solicitations, and purchases will be made. In discussing the spending authority revision with City Attorney Henningsgaard, he noted that a subsequent review of the purchasing ordinance may be in order to better align the manager's spending authority with that code and to better align the City purchasing ordinance with changes in State statutes. Staff will begin review of the City's purchasing codes. If the City Council is in agreement with the proposed change in spending authority for the City Manager's spending authority, it is recommended that Council hold a second reading and adopt the proposed ordinance.

Director Pearson conducted the second reading of the ordinance.

City Council Action: Motion made by Councilor Nemlowill, seconded by Councilor Brownson to adopt the ordinance amending City Code Section 1.964A pertaining to City Manager's Spending Authority. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

Item 7(c): Waterfront Bridges Replacement Project (6th – 11th Streets) Funding Update and Loan Application (Public Works)

In September 2014, the City entered into an Intergovernmental Agreement with the Oregon Department of Transportation (ODOT) for the design phase of the Waterfront Bridges Replacement Project that will replace six bridge structures. In April 2015, OBEC Consulting Engineers, Inc., (OBEC) was hired by ODOT as the engineering design consultant. OBEC has performed design to 60 percent completion. City Staff and ODOT staff are currently reviewing 60 percent design submittal. An updated project cost estimate indicates the construction cost increased slightly with the design refinement from the 30 percent submittal (see table below). As the project design has advanced, costs that are not reimbursed through ODOT have also been characterized. The two

major City expenses are utility relocations (sewer and water) and repairs to the 11th Street extension outside the project limits to achieve highway load capacity. These expenses are currently estimated at \$337,000 and must be paid solely by the City.

The cost estimate prepared by OBEC is based on the results of investigations, research, and a much better understanding of the site conditions and constraints than when the project was originally scoped in 2013. Based on OBEC's analysis, a large part of the cost increase is attributed to deep bedrock that was discovered during the geotechnical explorations and larger project area that is necessary to connect the new structure to existing structures. OBEC estimates that the project funding needs to be increased by \$2,189,412 (\$224,853 City match). The project team is working with ODOT to confirm their support of the 60% design submittal, then a request to increase funding will be submitted.

The total estimated City funds contributed to this project is estimated to be \$1,698,548. To date, the City has contributed \$242,987 from Surface Transportation Program (STP) funds. The remaining match \$1,455,561 will need to be a loan that will be paid back by the City's future STP funds. STP Funds, which are managed by ODOT, are federal fuel tax dollars that are available to local agencies for transportation projects. Since 2008 the City has received between \$100,000 and \$112,000 annually in STP funds.

	<u>ODOT Funding</u>	<u>30% Design Cost Estimate</u>	<u>60% Design Cost Estimate</u>
ODOT Bridge Program Grant-----	\$8,512,685	\$10,702,097	\$11,018,975
City Funds -----	\$ 974,315	\$ 1,224,903	\$ 1,698,548
PROJECT COST-----	\$9,487,000	\$11,927,000	\$12,717,523
Annual Payment on 25-year Loan, 3.5 % Interest-----	\$ 54,000	\$ 79,000	\$ 89,000

A public open house was held at City Hall on December 14th to share information about the project's proposed surface design features and discuss opinions. A comment card was provided for written comments, which included options to vote for the pedestal styles and concrete bridge color. In general, the comments were supportive of the project and its appearance. At the November 21st Council meeting, City Staff was authorized to submit the above options to ODOT for consideration with the basalt rock pedestals being the City's preferred alternative and the board-formed concrete as the second choice. ODOT staff is currently preparing documentation and recommendations to submit to the State Historic Preservation Office (SHPO) for their review and concurrence. Council will be presented with these options for a final decision. It is recommended that Council authorize submitting an application to the Business Oregon Infrastructure Finance Authority for loan funding to provide the remaining match funds for the Waterfront Bridges Replacement Project in the amount of \$1,455,561.

City Support Engineer Moore gave a brief presentation updating City Council on funding and the most recent public meeting held for the Waterfront Bridges Replacement Project, which was included in the agenda packet.

Mayor LaMear asked how accurate the 60 percent design was and if there would be an 80 or 100 percent design. Engineer Moore explained that Staff begins with a concept plan and a 30 to 40 percent contingency. As the design develops, contingencies are reduced. The 60 percent design has a 15 percent contingency because Staff knows more about the project now. She believed this was in line with the original plan, but the project team would continue to look for ways to keep project costs low.

Mayor LaMear confirmed the loan amount being request was the maximum amount the City could afford. She asked what would happen if project costs exceed this amount. Engineer Moore stated the City would need to make some difficult decisions, like eliminating one of the bridges from the project. The City will be leveraged as much as possible with STP funds and it would be possible to use other funds; however, this proposal for a 25-year loan is the least drastic alternative.

Councilor Nemlowill confirmed that all of the upgrades planned for 11th Street would be on public property. Engineer Moore added that the project ends at the northern limits of the trestle and the rest of the dock is left to the private property owner.

Councilor Price asked if the 3.5 percent interest rate was guaranteed. Engineer Moore said no, the percentage is a conservative estimate based on past experience with IFA.

Councilor Price said at the open house, she had a discussion with several people about the Murase Plan, featuring the riverfront and the basalt rock. Staff had indicated the City could still scale back after their designs were approved.

Mayor LaMear called for public comments.

An audience member asked how much the original grant was for. Engineer Moore said ODOT is currently obligated to fund \$8,512,685 of the project.

City Council Action: Motion made by Councilor Price, seconded by Councilor Nemlowill to authorize Staff to submit an application to the Business Oregon Infrastructure Finance Authority for loan funding to provide the remaining match funds for the Waterfront Bridges Replacement Project in the amount of \$1,455,561. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)

John Goodenberger, 856 Harrison, Number 2, Astoria, said he wanted to publicly recognize Frank Preusser for playing a significant role in the city and requested that City Council write a letter to that effect. Mr. Preusser was the lead conservation scientist for the J. Paul Getty Museum and the Los Angeles County Museum of Art. He also worked on the Dead Sea Scrolls, Queen Nefatari's Tomb, and a sphinx. In 1995, Mr. Preusser led a crew of 14 to restore the Astoria Column. His staff included Claire Dean of Portland, Tom Melvin of Chicago, and Jonathan Taggart of Astoria. The crew also included local artists Rebecca Rubens, Aretta Christie, and Roger McKay. Mr. Preusser completed the massive project on time and on budget. When the project began, 80 percent of the Column's images were worn away. Without Mr. Preusser's expertise and guidance 21 years ago, Astoria would not have had a base to work from when the Column was restored a year and a half ago. The 2015 restoration was raised to a new level because Mr. Preusser laid the groundwork for the approach. Working for Mr. Preusser was like getting a master's degree in conservation. He took a team approach, spoke with his team as equals, had good discussions, and readily shared his knowledge. Mr. Preusser passed away last month and he requested a letter of acknowledgement and/or sympathy be sent from City Council to his wife, Margarete in Los Angeles.

Mayor LaMear confirmed Mrs. Preusser's contact information and said he was godfather of the Column. She added that City Council would be happy to send a letter.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:22 pm to convene the Astoria Development Commission meeting.

ATTEST:

APPROVED:

Finance Director

City Manager

A work session of the Astoria Common Council was held at the above place at the hour of 9:00 am.

Councilors Present: Nemlowill, Jones, Price, Brownson, and Mayor LaMear.

Councilors Excused: None

Staff Present: City Manager Estes, Community Development Director Cronin, Parks and Recreation Director Cosby, Finance Director Brooks, and Police Chief Johnston. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

City Manager Estes announced the retirement of Julie Yuill, Executive Secretary to the City Manager, and Sherri Williams, Administrative Assistant for the Community Development Department. He noted details about their careers with the City and thanked them for their service. Council and Staff shared recognitions, sentiments, and other parting comments. City Manager Estes stated the open positions would be published within the week.

PRESENTATION BY MERINA & COMPANY, CPAS

Financial Statement for City of Astoria and Urban Renewal Districts for Fiscal Year Ending June 30, 2016

Director Brooks said Merina was the City's auditor six years ago and Staff was happy to have them back.

Tonya Moffitt, Merina & Company, LLP, introduced herself by sharing her history of working on Astoria's audits. She described Merina's auditing methods and presented the results of their audit on the FYE June 30, 2016 financial statements for the City of Astoria and the Urban Renewal Districts. She also noted rule changes that impacted the City's financial statements and auditing processes, and answered questions about accounting methods. Key points were as follows:

- The Public Works Improvement Fund and the Combined Sewer Overflow Operations Fund were the only two funds that ended the year with a deficit.
- Material adjustments to the City and Urban Renewal statements were needed due to Staff's lack of control over year-end accrual records. In one instance, the City's accounting methods conflicted with past auditors' processes, which led to inaccurate reporting. The material adjustments corrected these inaccuracies. Staff was not responsible for the inaccurate reports, but the City has changed tracking methods and procedures to prevent this in the future.
- Merina had a clean, unmodified opinion of the City's financial statements. This is the highest financial statement opinion that Merina can give.

Staff and Council noted how pleased they were with Merina's diligent work. The audit was very detailed and thorough, which will make future audits easier. Ms. Moffitt added that she enjoyed working with Staff and invited Council to contact her anytime during the year if they have questions.

Mayor LaMear thanked Director Brooks for always being available and diligent about making sure the City's finances are in good shape. She also noted that City Council would now have work sessions on the second Wednesday of every month from 9:00 am to 11:00 am.

AFFORDABLE HOUSING

The City Council held a special work session on September 14, 2015 to discuss the Affordable Housing Study that was completed by the Community Development Department in support of the City Council's goal setting for FY 14-15/15-16. At the work session, Staff presented background information, a Draft Problem Statement, case studies, and a range of short-term and long-term solutions to create more housing opportunities in Astoria. The City Council directed Staff to study the options in more detail and bring potential solutions back for review as part of an overall housing strategy. In November 2015, Staff presented an affordable housing strategy based on comments received at the work session. In July 2016, the City Council held a work session to review the progress. Over the last year, Staff has implemented various aspects of the strategy.

Director Cronin said Council received a progress update in January as part of the goal setting session, and Staff needed direction from Council on how to move forward with elements of the affordable housing strategy, particularly the construction excise tax.

Councilor Nemlowill questioned whether it would encourage multifamily units given Astoria's land supply. Director Cronin believed Councilor Nemlowill was referring to inclusionary zoning. He explained that inclusionary zoning applied to new multifamily housing projects, but the construction excise tax only applied to commercial and industrial properties. Multifamily units are not being produced in the city, so Staff did not believe the zoning would be beneficial. However, revenues from an excise tax could fund other City initiatives. Staff listed several ways the extra revenue could be used to promote affordable housing projects in Astoria.

Councilor Nemlowill asked if a construction excise tax would discourage growth in commercial and industrial zones. Director Cronin explained the City has been collecting an excise tax, which funds school district facility improvements. He did not believe it would discourage development because contractors will benefit from the tax. City Manager Estes noted development review fees would be updated soon and it would be most efficient for Staff to implement an excise tax at the same time.

Mayor LaMear said collecting data on vacant properties has led to the City receiving inquiries on these properties. Director Cronin added the database allows investors to make informed decisions about whether to buy a property for redevelopment. Staff provided detailed updates on some of the properties in the City's database as well as other properties in the City. Staff would continue to provide Council with progress reports on these properties and the housing strategy.

Councilor Jones noted the work done to date cites several reasons for the lack of development and asked if Staff knew of other contributing factors. Staff explained that the lack of available land and qualified contractors, as well as land prices, were part of the problem. Areas like Portland and Seattle have such a robust housing market that developers there have no reason to seek projects elsewhere. Also, rental rates in Astoria do not provide investors with the same return on investment as in other areas.

Staff and Council briefly discussed opportunities to provide housing for college students. Staff has confirmed that employers and institutional partners have no interest in getting into the housing industry.

Councilor Price believed there were opportunities to turn single-family units into multi-family units, which some developers in Astoria were taking advantage of; however, studio apartments, workforce housing, and single-family residences were in short supply. She suggested Staff create a list of city-owned properties where multi-family housing could be built, particularly near downtown. City Manager Estes noted the sale of city-owned properties has been a contentious issue over the years. Councilors Jones and Brownson supported the creation of such a list of properties.

Councilor Brownson asked if there were any plans to redevelop the recently sold properties in the downtown area. Director Cronin said these sales would not impact housing because most of the properties on the market are commercial. Staff and Council briefly discussed a few commercial properties that had recently changed ownership or were under contract.

Mayor LaMear stated that available residential units are not affordable for cannery or retail employees. The City needs to decide whether it should take responsibility for relieving the cost burden. And if so, how should the City do this with its limited funding? Staff explained Astoria's goal is to provide housing for all income levels, but most cities focus on one particular income level. The City is not a housing developer, but could partner with other entities to provide opportunities. Revenues from a construction excise tax can be designated to any program or incentive that City Council chooses.

Director Cronin updated Council on the upcoming development of the Uniontown Apartments, which would involve a partnership of several entities in the area.

Councilor Nemlowill believed the City should play a role in providing affordable housing in response to the citizens concerns. The City's costs are rising and there is not enough revenue to fully maintain the services the City offers. Residential growth will cost the City even more, but commercial and industrial growth brings in more

revenue than costs. Currently, commercial and industrial growth is stifled by residential growth because Astoria does not have enough housing for workers. Staff's ideas will take time and the City is not a housing developer. Therefore, the City's role should be to provide a framework for housing through the Comprehensive Plan and Development Code. She believed limiting short-term rentals in residential zones would prevent inflated housing prices and provide workforce housing. Currently, Astoria is losing available rental units to tourists and local residents could be living in these units. Local residents cannot afford to compete with the higher, short-term rental rates and short-term rentals have drastically changed housing market rates. The few people who are renting to tourists instead of the locals who need those units will corrupt the city. The City should require that all rental units be rented for 30 days or longer.

Councilor Brownson explained that not all short-term rental units would provide appropriate accommodations for long-term living. Some units are just a bedroom with a bathroom. Therefore, he supported a balance between short and long-term rentals.

Councilor Nemlowill believed the City's rules needed to be enforceable and enforced. She cited one example of a property owner who is allegedly violating bed and breakfast laws. The City does not have the resources to verify this claim or enforce the laws. When it comes to limiting short-term rentals, she believed the pros outweighed the cons. Astoria has many hotels that could use the City's support in the off-season and shoulder season. She did not believe short-term rentals would provide near as much transient room tax revenue, which is another enforcement issue for the City. Most of the people who should be paying the room taxes do not pay and it is very difficult for the City to collect from those people.

Councilor Brownson stated that if the City is already having enforcement issues, there would still be no way to enforce a ban on home stays. He agreed enforcement would be an issue no matter what decisions are made, but he was most concerned about whole-house vacation rentals.

Councilor Price said she completely agreed with Councilor Nemlowill. The people who have the space and can afford to develop rental units on their properties do not make up the majority of the population in Astoria. Also, rental units also increase housing prices throughout the city and hotels suffer. Therefore, she saw no value in allowing short-term rentals.

Mayor LaMear believed the City should help its cost burdened residents in some way. If these residents do not receive assistance, they might relocate and commute to their jobs in Astoria.

Councilor Jones agreed the City has an obligation to set conditions that are conducive to the addition of housing units. He added that many people are ready to move up to mid-range housing from low-income and workforce housing. So, the addition of mid-range housing could make existing low-income and workforce housing available. He asked how many lots could accommodate homes if the existing minimum lot size requirement was reduced. Staff confirmed no analysis was done on these lots because the proposal to reduce lot size requirements was tabled due to citizen concerns. Staff was then directed to focus on accessory dwelling units (ADUs). Currently, property owners of substandard lots could apply for a variance from the Planning Commission. Since Staff implemented City Council's goal to streamline the permitting process, many variances have been granted even though they did not meet the hardship requirement.

Councilor Jones and Mayor LaMear agreed that lot sizes and setbacks should be discussed at a future work session. Councilor Nemlowill believed the proposed Code amendments were a complete overhaul of citywide development codes, which led to a fear that Astoria would change.

City Manager Estes confirmed that City Council wanted Staff to move forward with construction excise taxes.

Councilor Nemlowill said she spoke with Patrick Wingard, Department of Land Conservation and Development (DLCD), who suggested the City consider system development charges (SDCs) as well. Staff explained that the construction excise tax would be dedicated to housing, but SDCs are based on the recovery of specific future capital costs. Mr. Wingard had mentioned SDCs during negotiations with the Northcoast Swim Club and City Staff needed to get clarification from Mr. Wingard about how he proposes to use the funds. Councilor Nemlowill said her discussion with Mr. Wingard was specifically about using SDCs to upgrade infrastructure leading into properties like Blue Ridge, which are difficult to develop because of infrastructure costs. Staff noted several

issues with SDCs and said there were better tools to address problems with specific properties like Blue Ridge. Councilor Nemlowill said Mr. Wingard believed SDCs spurred housing development in the City of Warrenton.

City Manager Estes stated that in addition to working on the construction excise tax, Staff would continue with the inventory of properties and focus on City-owned vacant parcels. Director Cronin confirmed that Council preferred a list of the top five properties. Councilor Nemlowill asked Staff to consider the Astoria Recreation Building because it could help meet an objective of the Parks Master Plan.

Councilor Price believed the City should get credit for being so instrumental in the Mill Pond development. Staff noted that a developer tried to obtain State subsidies to put a workforce housing unit on a vacant parcel on the west side of the neighborhood. However, the State indicated that Astoria has received more than its fair share of State funds recently and denied the request. The City owns the over water lots that will eventually be dedicated to Heritage Square, but all of the other lots in Mill Pond are privately owned.

Councilor Nemlowill said the city-owned property near the middle school could be designated for emergency services, which would open up property along the river for housing.

City Manager Estes said the ADU Code amendments have been recommended by the Planning Commission. The Code amendments currently state that ADUs could not be used for short-term rentals. He listed other elements of the affordable housing strategy that Staff could work on, noting processes and time frames for each. Council agreed Staff should move forward with addressing Astoria's shortage of single-family residential land before DLCD decides to get involved.

Councilor Price believed DLCD would get involved as soon as Staff started working on the issue and since the City has other projects going on, the land deficit issue should be postponed.

Staff said Development Code amendments and urban growth boundary expansions go hand in hand. Informal discussions could begin now, but no action would be taken for at least a year. The Buildable Lands Inventory was adopted in 2008 and urban growth boundary expansions can take 10 years. Staff thanked Council for giving clear direction about how to move forward.

CITY COUNCIL GOALS – FISCAL YEAR 2017-18

City Manager Estes recommended, and Council agreed, that the draft goals should be published on the City's website and discussed at the next regular City Council meeting.

Council and Staff briefly discussed scheduling a public hearing on the ADU Code amendments.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:51 am.

ATTEST:

APPROVED:

Finance Director

City Manager

HISTORIC LANDMARKS COMMISSION MEETING

City Council Chambers
December 20, 2016

CALL TO ORDER – ITEM 1:

A regular meeting of the Astoria Historic Landmarks Commission (HLC) was held at the above place at the hour of 5:15 p.m.

ROLL CALL – ITEM 2:

Commissioners Present: Vice President Michelle Dieffenbach, Commissioners Jack Osterberg, Mac Burns, Kevin McHone, and Thomas Stanley.

Commissioners Excused: President LJ Gunderson and Commissioner Paul Caruana

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

APPROVAL OF MINUTES – ITEM 3(a):

Vice President Dieffenbach asked if there were any changes to the minutes of October 18, 2016. There was none.

Commissioner Stanley moved to approve the minutes of October 18, 2016 as presented; seconded by Commissioner Osterberg. Ayes: Vice President Dieffenbach, Commissioners Osterberg, Burns, Stanley, and McHone. Nays: None.

PUBLIC HEARINGS:

Vice President Dieffenbach explained the procedures governing the conduct of public hearings to the audience and advised that the substantive review criteria were listed in the Staff report.

ITEM 4(a):

NC16-06 New Construction NC16-06 by Pat and Julie Wilson to construct a new home and garage with breezeway adjacent to a historic home at 331 Exchange in the R-2, Medium Density Residential zone.

Vice President Dieffenbach asked if anyone objected to the jurisdiction of the HLC to hear this matter at this time. There were no objections. She asked if any member of the HLC had a conflict of interest, or any ex parte contacts to declare.

Commissioner Burns declared that he knew one of the neighbors, but had not discussed this project with them. He did not believe this would affect his judgment in any way.

Vice President Dieffenbach requested a presentation of the Staff report.

Planner Ferber presented the Staff report and recommended approval. No correspondence in opposition has been received.

Commissioner Osterberg confirmed that the home site fronted Exchange Street, the existing abutting historic home fronted Franklin Avenue, and the two sites shared a common property line.

Vice President Dieffenbach opened public testimony for the hearing and asked for the Applicant's presentation.

Pat Wilson, 331 Exchange, Astoria confirmed he had no presentation, but would answer questions.

Vice President Dieffenbach called for any presentations by persons in favor of the application.

Jerry Ostermiller, P.O. Box 383, Astoria, stated he owned the historic home adjacent to the Applicant's property. He believed the community worked together to preserve core values and show respect for existing historic structures. He was involved with historic preservation his entire career. He ran the Maritime Museum for 20 years, served as Idaho's first Historic Site Administrator, worked at State Historic Preservation Office (SHPO), and was President of the Idaho Historic Preservation Council. He currently serves as a State Commissioner for the Heritage Commission. He wanted his home listed on the historic registry because it was one of the first modern houses in Astoria and was socially and politically significant to Astoria's growth and evolution. His house is one of the first northwest style architecture homes. From the main traffic flow, all one can see is the carport. However, coming up and around the other side of the property, one can see the main part of the house, which is quite spectacular. The house makes a very strong statement about the modernization style that the Browns brought to Astoria. He also wanted the house listed because he believed it was the right thing to do and wanted to call attention to the fact that historic preservation is about more than just very old properties. Historic preservation is a continuum of the story of the man-built environment, how that environment affects people, and how it reflects a community's values.

- When the Applicant's first purchased their property, he and some of the adjacent neighbors were concerned because the house and property could not be seen. The house has been landlocked and there are no homes below the property towards the river. This is good for the property owner because they have an unimpeded view. However, the property sits on a dead end gravel road and is hidden. In all of the years he has lived in his current house, he has very rarely seen anyone go up the gravel road. He and his neighbors were concerned about what the Applicants would build, like a giant house that impacted everyone's view corridors or a radically different and dissonant structure. He has been very impressed with the philosophy and effort that the Applicants have put into their project. The Applicants recognize the historic significance of his house. He believed the design of their house was very sympathetic and echoes the feel and ambiance of his house. Additionally, the Applicants lowered the vertical sight lines, which makes other neighbors more comfortable and improves the view corridor.
- The downside of their project is that no matter how well this project could turn out, no one will be able to see the house. This is a shame because their project is a good approach to an adaptive reuse of the property. He wished the house was on a main street so that people could see it. He wished his house could be seen as well and suggested a historic homes tour.
- He was impressed by the Applicant's project and believed the architecture would be of high quality. The adaptive reuse of the adjacent structure for stability and respecting the property are good things. He believed the Applicants would be good neighbors. He suggested the Commission discuss the techniques available for building adjacent structures that do not clash or have architectural dissonance, but clearly fit in as a separate modern expression. If the HLC supports this project, he believed the Commission would be pleased with the outcome. He believed the project achieved all of the goals of historic preservation and adaptive architecture in a historic neighborhood.

Vice President Dieffenbach called for any testimony by persons impartial to or against the application. Seeing none, she closed the public testimony portion of the hearing and called for Commission discussion and deliberation.

Commissioner Burns said he believed the house would complement the style of the historic home very well.

Commissioner Osterberg agreed, adding he supported the project because the project exceeded the criteria, and the window treatments and glazing would echo the designs of the Ostermiller house.

Commissioner Stanley believed the home would be lovely and fit nicely in the neighborhood.

Commissioner McHone said he appreciated the term 'adaptive architecture' because he was struggling to justify putting a new home in a historic neighborhood. This project is a very good balance of maintaining the integrity of the neighborhood while allowing the presence of modern architecture.

Vice President Dieffenbach stated she supported the application and remembered when the historic home was added to the historic register. Designating the home as historic was a great opportunity. She appreciated that the Applicants have worked to keep the character of the neighborhood.

Commissioner Osterberg moved that the Historic Landmarks Commission (HLC) adopt the Findings and Conclusions contained in the Staff report with conditions, and New Construction NC16-06 by Pat and Julie Wilson; seconded by Commissioner Stanley. Motion passed unanimously.

Vice President Dieffenbach read the rules of appeal into the record. Commissioner Osterberg noted that no appeal could be filed because there was no testimony in opposition of the application.

REPORTS OF OFFICERS/COMMISSIONERS – ITEM 5:

Planner Ferber updated the Commission on the following:

- City Council's review of the tiny homes ordinance will likely be scheduled in January or February.
- No applications had been submitted for the January meeting, so the next HLC meeting would be in February.
- Commissioner Stanley's term expires on December 31, 2016, staff and Commissioners thanked him for his service.
- The M & N Building, a Flavel property, has been placed on Restore Oregon's Most Endangered Places list, which makes the property eligible for grants and other resources.

Commissioner Stanley said he appreciated working with the other Commissioners and had learned a lot in the eight years he served on the HLC.

PUBLIC COMMENTS – ITEM 6: None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 5:40 p.m.

APPROVED:

Planner

Astoria Library Board Meeting
Astoria Public Library
January 24, 2017
5:30 pm.

Present: Library Board members Kate Summers, David Oser, Susan Stein, Kimberley Chaput and Chris Womack; Staff Library Director Jimmy Pearson and ALFA Representative Steve Emmons.

Excused: None

Absent: None

Call to Order: Chair Kate Summers called the meeting to order at 5:30 pm.

Approval of Agenda: The agenda was approved as submitted.

Approval of Minutes: The minutes of November 29, 2016 were approved as presented.

Board Reports: Chair Summers reported that the bi-monthly Write Astoria group had positive feedback on the changes to the Flag Room.

Library Director's Report: Director Pearson updated the Board on the Library Use Calculator. He presented information on the upcoming deployment of the new computer reservation system. Discussion ensued regarding how the system would work and what time is allowed per person. Director Pearson noted that it would be set to allow two 1-hour sessions per person. Board member Chaput asked if there was a way to ensure Astoria Library residents would receive more time. It was determined it would not be possible to distinguish a resident user vs. non-resident user. Director Pearson informed the Board that Suzanne Meyers Harold was hired as the new Youth Services coordinator for the library. Suzanne is a librarian with previous experience working for Multnomah County who has coordinated their annual Summer Reading Program. She will work 20 hours per week and a great fit for the community. There was a brief discussion regarding the In One Ear and Daily Astorian newspaper articles. Director Pearson would like to rename the Astoriana Collection the Berney Archives and will discuss with City Manager. We are also having preliminary discussions regarding the 50th anniversary of the current library building.

Update on ALFA Activities: Steve Emmons informed the group that they had held their annual meeting and new Officers were appointed with Linette Smith assuming duties of President.

Foundation Update: David Oser reported that Julie Wilson was elected President, and Jen Rouda Vice President of the Foundation Board at the last meeting. The foundation has a new group of energized individuals ready to get to work on building rapport with the community and improving the library. Chair Summers provided a letter of support from the board for two grant applications as well.

New Business: none

Old Business: Update on considering changing library hours. After consideration library hours will remain the same. The board decided to move the March meeting (fourth Tuesday falls during spring break) to April 4th. The regular April meeting will be April 25th.

Public Comments: Marge Pack and Sylvia Davis were in attendance.

Items for Next Meeting's Agenda: The next meeting will be Tuesday, February 28, 2017.

Adjournment: There being no further business, the meeting was adjourned at 6:25 pm.

Minutes prepared by Jimmy Pearson and Kate Summers

January 13th, 2017

To Whom It May Concern:

This letter from the Astoria Library Advisory Board formally endorses and supports the Astoria Oregon Public Library Foundation. The foundation is applying for the Oregon Community Foundation grant purchase equipment such as computers, start donor relations, and hire support staff to perform regular operating tasks such as gift acknowledgement letters. Our Astoria Library Advisory Board will work with the foundation to facilitate getting their operations online, but the grant is vital to get started. The foundation board is ready to take on fundraising and building of public support for long overdue improvements to better serve all of our public patrons, and the Astoria Library Advisory Board fully supports their endeavor.

Sincerely,

The Astoria Library Advisory Board

A handwritten signature in black ink that reads "Kate Summers". The signature is written in a cursive, slightly slanted style.

Kate Summers
Board Chair

ASTORIA PLANNING COMMISSION MEETING

Astoria City Hall
December 6, 2016

CALL TO ORDER:

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

ROLL CALL:

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

Commissioners Excused: Frank Spence and McLaren Innes

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

APPROVAL OF MINUTES:

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

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

PUBLIC HEARINGS:

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

ITEM 4(a):

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

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

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

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

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

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

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

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

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

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

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

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

President Pearson read the rules of appeal into the record.

ITEM 4(b):

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

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

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

President Pearson asked Staff to present the Staff report.

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

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

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

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

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

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

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

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

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

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

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

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

President Pearson read the rules of appeal into the record.

REPORTS OF OFFICERS/COMMISSIONERS:

Planner Ferber provided updates on the following:

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

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

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

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

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

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

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

ADJOURNMENT:

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

APPROVED:

Planner



CITY OF ASTORIA

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February 24, 2017

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: AUTHORIZATION TO LIGHT THE ASTORIA COLUMN A TEAL FOR THE MONTH OF APRIL IN RECOGNITION OF SEXUAL ASSAULT AWARENESS MONTH AND CHILD ABUSE PREVENTION MONTH

DISCUSSION/ANALYSIS

On February 18, 2014 the Astoria City Council gave direction to the Parks and Recreation Department to limit the use of colored lighting effects at the Astoria Column to twice a year when specifically authorized by City Council.

This direction came after colored lighting effects took place for the first time at the Astoria Column in October 2013 in an event organized by Columbia Memorial Hospital, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column Pink in recognition of Breast Cancer Awareness Month. This event was followed by a partnership between the Women's Resource Center, the Clatsop County Domestic Violence Council, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column teal for the month of April 2014 in recognition of Sexual Assault Awareness and Child Abuse Awareness Month.

In partnership with the Domestic Violence Council, the Harbor and the Friends of the Astoria Column, the Parks and Recreation Department is requesting permission to change the lighting color on the Astoria Column to a teal hue for the month of April 2017 in recognition of Sexual Assault Awareness and Child Abuse Awareness Month.

RECOMMENDATION

It is recommended that City Council authorize the change in lighting at the Astoria Column to a teal hue for the month of April 2017 in recognition of Sexual Assault Awareness Month and Child Abuse Prevention Month.

By: 
Angela Cosby
Director of Parks & Recreation



CITY OF ASTORIA
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March 2, 2017

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: BRETT ESTES, CITY MANAGER

SUBJECT: **RICHARD SEPPA REQUEST TO CUT TREES ON CITY PROPERTY**

DISCUSSION/ANALYSIS

Richard Seppa, 2904 Irving Street, has submitted an application for permission to fell/cut tree(s) on City property. The City owned property is immediately to the north of Mr. Seppa's property and includes tax lots 4800 and 18300, Map 8-08-CA. The area of the City-owned property and right-of-way is approximately two acres. The City gave Mr. Seppa a permit in 2011 to cut and trim trees for three view corridors. He is asking permission to re-establish one of the corridors which has regrown. Attached are exhibits showing the previously approved areas and the current area.

The applicant had a certified arborist review the proposed activity for the permit the City issued in 2011. In addition, because the property is within a known slide area, he also had a registered geologist review the City-owned property in regards to the impact that the tree removal would have on the slide area and the geologist concluded that the tree removal would have no effect on reducing slope stability. Based on these reports, and from a technical standpoint, staff does not see any reason why the tree cutting should not be allowed. The trees will be stumped with no roots removed.

Should City Council agree to approve this request, staff highly recommends the following conditions be included in the permit:

- 1) Applicant shall employ any erosion control measures recommended by the project arborist or geologist and take any other measures required to stabilize all disturbed areas and assure that new growth is fully established.
- 2) Any trees with a 12" or greater Diameter at Breast Height (DBH) are limited to a 25% height reduction.

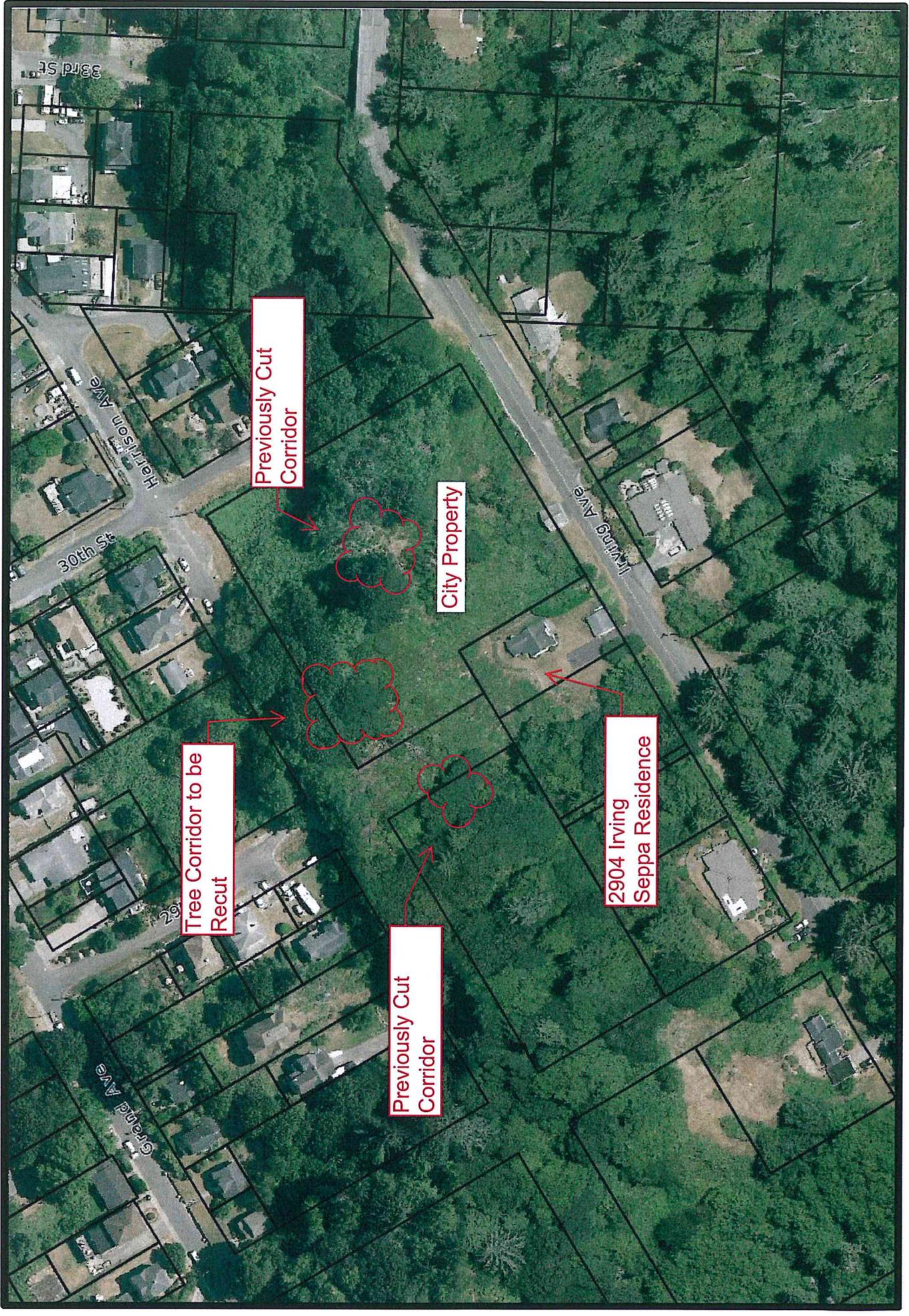
RECOMMENDATION

Staff recommends that Council consider approval of the request, with conditions as noted above.

Submitted By 
Ken Cook, Public Works Director

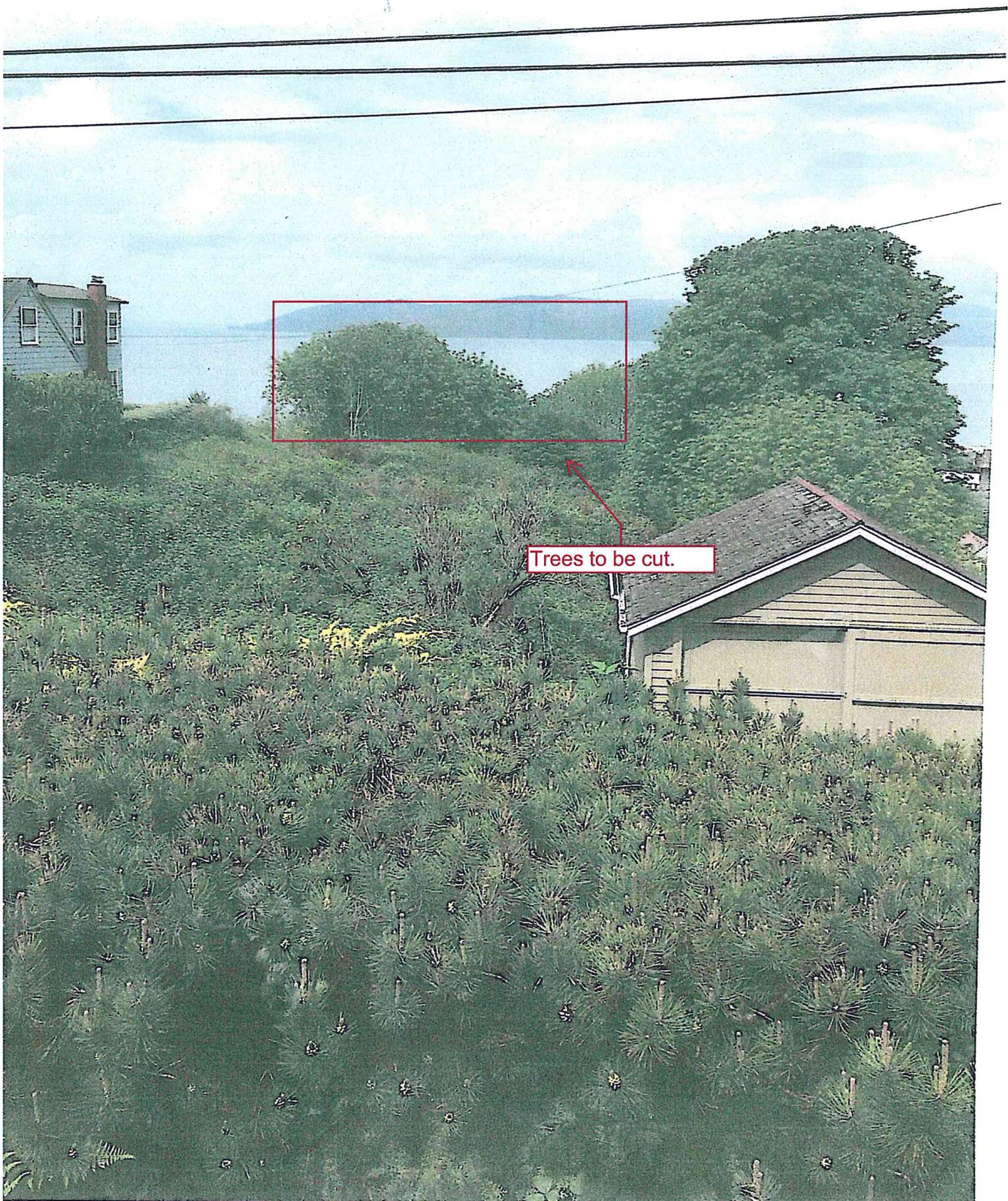
Prepared By 
Jeff Harrington, City Engineer

Seppa Tree Cutting Permit Request



DISCLAIMER The unauthoritative information provided within this GIS application comes to you from City of Astoria, Oregon. This GIS application is not an official source of information; use it at your own risk. The spatial data contained within this GIS application do not originate from Clatsop County, and Clatsop County does not have any responsibility for its content or use. GIS applications like this are intended for a visual display of data and do not carry legal authority to determine a boundary or the location of fixed works, including parcels of land and are intended as a location reference for planning, infrastructure management and general information. Therefore, this GIS application cannot be used as a substitute for a professional land survey or official records. Contact the Clatsop County Assessor's office to obtain official information regarding County tax records. The map does not represent the substitute for site-specific investigations by qualified practitioners. Site-specific data may give results that differ from those shown on the maps. And this GIS application cannot be used as a substitute for any liability and insurance both known and unknown. City of Astoria, Oregon provides this GIS map on an "as is" basis without warranty of any kind, expressed or implied, including but not limited to warranties of merchantability or fitness for a particular purpose, and assumes no responsibility for anyone's use of this information. City of Astoria, Oregon shall assume no liability for any damages, including consequential damages, arising from the use of this information. City of Astoria, Oregon assumes no liability for any decisions made or actions taken or not taken by the user of the GIS application. Furthermore by accepting these conditions for use, you must also agree to indemnify, defend against, and hold City of Astoria, Oregon harmless for any claim or other liability imposed on City of Astoria, Oregon that may arise from use of this GIS application.

Seppa Tree
Cutting Permit



Trees to be cut.



City of Astoria
1095 Duane
Astoria, OR 97103

FOR CITY USE ONLY:

Permit No. 17-008
Date: 1/13/17 paid \$250.00 min

Engineering Department

Phone: 503-338-5173

Fax: 503-338-6538

APPLICATION FOR PERMISSION TO FELL/CUT TREE(S) ON
*CITY PROPERTY OR **UNOPENED CITY RIGHT-OF-WAY

Check All that Apply

Reason: View Shades Property Hazardous Firewood Other

Method: Fall Top Trim

Applicant: Richard SEPPA Owner Renter

Address: 2904 IRVING AVENUE Phone: 503-325-2914

Site Location: Astoria Shively 18400 North Home Site ALSO Map/Tax Lot 39, 18300 Cutting Area

Work to be performed by: Richard VetricEK, Quality Trees 503 440-0823

Mailing Address: _____ Fax: _____

Phone: _____ Insurance Company: _____ Policy #: _____

ADJACENT PROPERTIES OWNED BY CITY OF ASTORIA AND CLATSOP COUNTY. ALL DEEMED UNSUITABLE FOR BUILDINGS. CUTTING SITE BORDERED ON NORTH BY WOODED HARRISON STREET, WEST BY VACATED 29th STREET + COUNTY, EAST BY CITY, AND SOUTH BY IRVING AVENUE. LARSONS AT 2907 IRVING SUPPORT APPLICATION, ONLY ADJACENT PROPERTY OWNERS.

ALL TREES PROPOSED FOR CUTTING HAVE BEEN APPROVED BY CITY FOR TRIMMING ON MULTIPLE OCCASIONS IN PAST.

AERIAL PHOTOS, PICTURES AND MAPS ATTACHED. ALSO, 2011 CITY APPROVAL FOR CUTTING IN IDENTICAL AREA UPON REQUEST.



Sketch Area Showing:

1. Location, size, and species of tree(s).
2. Your property.
3. Adjacent property owners as listed below.

SEE ATTACHMENTS

SIGNATURE BELOW INDICATES CONCURRENCE WITH TREE CUTTING (REQUIRED ON CITY PROPERTY ONLY)

Signature	Address	Phone	Remarks
1. <u>Mary Ann Larson</u>	<u>2907 IRVING AVE</u>	<u>503 440 0322</u>	<u>Cut ANY OF ALL</u>
2. <u>John Mable</u>	<u>2840 HARRISON AVE</u>	<u>503-325-0700</u>	<u>Cut ANY OR ALL</u>
3. <u>Ed Mable</u>	<u>2974 HARRISON AV</u>	<u>503-325-7220</u>	<u>" " " "</u>
4.			
5.			
6.			

Over →

APPLICATION FOR PERMISSION TO FELL/CUT TREE(S) ON CITY PROPERTY

This is a permit to fell/cut 10 to 14 tree(s) from Lot (s) 645 Block (s) 39
Addition SHIPLEY, to the City of Astoria to the City of Astoria and to fell/cut _____ tree(s)
from _____ Street(s) in the City of Astoria.

GENERAL CONDITIONS

Tree(s) to be felled/cut in a careful manner under the supervision and responsibility of the applicant and as specified by the City Engineer. Applicant is to remove within _____ days of cutting all such felled/cut tree(s) and all resulting debris from such City property, Streets or Alleys and to hold the City of Astoria harmless from any and all damages or claims of damages as a result of such felling or cutting. Permit expires December 31st of dated year. Permit may be revoked at any time with notice. All ordinances of the City of Astoria shall be complied with*.

SPECIAL CONDITIONS OR REMARKS

Any trees with a 12" or greater DBH are limited to a 25% height reduction - shall employ any erosion control measures recommended by project architect or geologist.

Signature of Applicant: _____ Date: _____
Conditions Accepted and Approved

Permit Approved by: _____ Date: _____

***Astoria Code 2.500 Permit for Removing Trees from Unopened City Right-of-Way**

1. Prior to removing trees from unopened city rights-of-way, the owner of the underlying fee shall obtain a permit for the city engineer. In granting a permit, the city engineer shall make a written finding that one of the following criteria exists:
 - (a) Necessity to remove tree(s) which pose a safety hazard;
 - (b) Necessity to remove diseased tree(s) weakened by age, storm, fire, or other injury;
 - (c) Need for solar access, or the obtaining of views which cannot be accomplished by pruning;
 - (d) Commercial harvesting is appropriate and removal of the trees poses no threat to the physical integrity of the right-of-way or adjacent property;
 - (e) Necessity of the owner of the underlying fee to temporarily use a portion of the right-of-way for purpose of access to their property.

2. A denial of a permit may be appealed to the city council if notice of such appeal is filed with the finance director within 15 days of the date of denial.

****City of Astoria Administrative Practice Tree Removal Policy on City Property**

Section 1.01 – Purpose

This administrative practice defines the practice and procedures to be used in cutting trees on City property.

Section 1.02 – Dangerous Trees

Removal of dangerous trees will be a staff decision.

Section 1.03 – Other Trees

Proposed removal of any tree or trees, other than dangerous trees, will be placed on the agenda of a City Council meeting for City Council consideration.



February 27, 2017

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: REQUEST TO EXTEND MORATORIUM ON LANE RENTAL FEES
CHARGED TO NORTH COAST SWIM CLUB AND THE ASTORIA
SCHOOL DISTRICT

DISCUSSION

The Astoria Aquatic Center partners with the Astoria School District and the North Coast Swim Club (NCSC) to provide space within the lap pool for youth swim team members to practice. The Astoria Aquatic Center's current lane rental fee is \$25 per lane per hour, but neither the Astoria School District nor the North Coast Swim Club can afford the \$25 per hour rate due to the length of their practices and amount of space they require.

During the November 7, 2016 City Council meeting, staff suggested that in addition to our current \$25 per lane per hour rental fee, an additional rental option specifically for youth swim teams to practice be added to the fee resolution at a reduced rate of \$5 per lane per hour. This rate would be contingent upon the rented space being used by youth swim teams for the purpose of practicing for a minimum of 100 hours per year and that all participants would be required to purchase a monthly or daily pass. After public comment and a discussion by Council, City Council stated that private youth swim teams should pay less than \$5 per lane per hour and declared a 60-day moratorium on lane rental fees at the Astoria Aquatic Center charged to the Astoria School District and North Coast Swim Club to allow staff time to re-negotiate with the organizations.

Negotiations

December 1, 2016:

City staff met with North Coast Swim Club representatives on December 1, 2016 to negotiate a mutually agreeable fee. During this meeting City staff discussed the challenges and impacts the NCSC has on the facility as well as options to reformat NCSC's current practice schedule to reduce the number of lanes utilized, thus reducing the additional cost incurred. NCSC explained that fee increases would negatively impact their organization and that reducing lanes was not a favored option. Differing rates were discussed between NCSC and City staff. It was agreed that the parties would reconvene to discuss further.

December 7, 2016:

On December 7, 2016, Parks and Recreation Director Angela Cosby discussed with the Parks, Recreation, and Community Foundation Board the possibility of partnering with NCSC on assisting with lane rental fees. The Parks, Recreation, and Community Foundation Board seemed very interested in partnering with the North Coast Swim Club and shared their passion for youth swimming and requested that representatives from NCSC contact them to discuss the option further.

December 7, 2016:

City staff met with North Coast Swim Club representatives subsequently on December 7, 2016 to negotiate a mutually agreeable fee. During this meeting, City staff shared the potential partnership with the Parks, Recreation and Community Foundation, provided contact information, and encouraged the NCSC to contact them. Staff also attempted to negotiate a further reduced lane rental fee of \$2.50 per lane per hour. If the NCSC maintained its current practice schedule of two hours per day, in three lanes, for six days a week, the annual additional cost would be \$4,158. NCSC representatives were appreciative of the offered reduction and understanding of the high costs associated with operating the Aquatic Center. They agreed to meet with the Parks, Recreation and Community Foundation to see if they would be willing to pay the lane rental cost for the years to come before agreeing to the rate.

January 25, 2017:

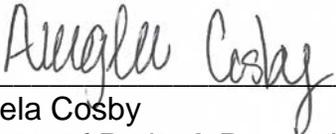
The NCSC met with the Parks, Recreation and Community Foundation on January 25, 2017 to seek out financial support and received \$1,000 to be used towards scholarships for low income athletes to pay their monthly dues to the North Coast Swim Club.

To date:

During the January 3, 2017 City Council meeting, City Council declared an additional 60-day moratorium on lane rental fees at the Astoria Aquatic Center charged to the Astoria School District and North Coast Swim Club to provide staff and City Council time to evaluate and discuss sustainable service levels of the Department. A City Council work session dedicated to this topic is scheduled for March 8, 2017. Thus, staff is requesting an additional 60 day moratorium to receive further direction from City Council followed by continued negotiations with the North Coast Swim Club.

RECOMMENDATION

It is recommended that City Council extend the moratorium on lane rental fees charged to the North Coast Swim Club and the Astoria School District for an additional 60 days.

By: 
Angela Cosby
Director of Parks & Recreation



CITY OF ASTORIA

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COMMUNITY DEVELOPMENT

March 1, 2017

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: FIRST AMENDMENT TO THE ASTOR-WEST URBAN RENEWAL PLAN –
REVISE LEGAL DESCRIPTION

PURPOSE

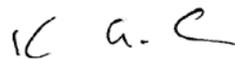
This ordinance received its first reading at the February 21, 2016 Council meeting. The Astoria City Council approved an ordinance to expand the Astor Wet Urban Renewal Area on November 21, 2016. After adoption, the City is required to post a public notice in the *Daily Astorian* and submit the amendment to be recorded at Clatsop County. The County Surveyor's office noted an error on the legal description which is a requirement to establish the exact boundary of the amendment. The contracted surveyor has made the corrections and the County Surveyor has approved as to form. The City Attorney has recommended readopting the First Amendment through a revised ordinance. No other changes to the ordinance are proposed. The City Attorney has approved as to form.

RECOMMENDATION

It is recommended that the City Council hold a second reading of the ordinance and re-adopt the First Amendment to the Astor West Urban Renewal Plan.

Attachments:

- A. Ordinance
- B. Astor West Urban Renewal Plan First Amendment with revised Legal Description

By: 

Kevin A. Cronin
Community Development Director

ORDINANCE NO. 17-_____

AN ORDINANCE MAKING CERTAIN DETERMINATIONS AND FINDINGS
RELATING TO AND APPROVING A REVISION TO THE FIRST AMENDMENT
TO THE ASTOR-WEST URBAN RENEWAL PLAN

WHEREAS, the City Council of the City of Astoria approved the Astor-West Urban Renewal Plan by adoption of Ordinance No. 02-18, on December 16, 2002. The Astor West Urban Renewal Plan is referred to herein as the "Plan;" and

WHEREAS, the City Council approved Ordinance No. 16-07, the First Amendment to the Astor West Urban Renewal Plan (First Amendment), on November 21, 2016; and

WHEREAS, the Astoria Development Commission forwarded the First Amendment to the Clatsop County Assessor who identified errors in the legal description and recommended a new legal description be adopted by ordinance; and

WHEREAS; the revised legal description is attached hereto as Exhibit a; and

WHEREAS, after consideration of the record presented through this date, the City Council does by this Ordinance desire to approve a Revision to the First Amendment revising the legal description.

NOW THEREFORE, THE CITY OF ASTORIA DOES ORDAIN AS FOLLOWS:

Section 1. The City Manager shall forward forthwith to the Agency a copy of this Ordinance.

Section 2. The Agency shall thereafter cause a copy of the Revision to the Amendment to be recorded in the Records of Clatsop County, Oregon.

Section 3. For convenience, and as an administrative matter without additional approval of the Agency Board or the City Council, the Agency is authorized to prepare an updated Astor-West Urban Renewal Plan incorporating the Revision to the First Amendment.

Section 4. The following documents are attached as part of this Ordinance:
Exhibit a - Astor West Urban Renewal Plan Revised Legal Description

Section 5. Effective Date. This ordinance takes effect on the 30th day after its adoption.

ADOPTED BY THE CITY COUNCIL THIS _____ DAY OF _____, 2017.

APPROVED BY THE MAYOR THIS _____ DAY OF _____, 2017.

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION	YEA	NAY	ABSENT
Councilor Nemlowill			
Brown			
Price			
Jones			
Mayor LaMear			

Exhibit a

Astor West Addition Legal Description

A portion of Section 7, Township 8 North, Range 9 West, Willamette Meridian, City of Astoria, County of Clatsop, State of Oregon, generally bounded by Columbia Avenue to the west, West Marine Drive to the north, 2nd Street to the east and Commercial Street to the south.

Beginning at the Northeast corner of the Donation Land Claim of Samuel Smith;

Thence westerly along the north line of Block 1, Taylor's of Astoria, 70 feet;

Thence northerly and parallel with the northerly extension of the east line of said Donation Land Claim, 36 feet;

Thence westerly, parallel with said north line of Block 1, to the west line of a right of way dedicated in Book 205, Page 685, 60 feet;

Thence northerly along said right of way to the south line of West Bond Street;

Thence westerly along the south line of West Bond Street to the east line of Columbia Avenue extended;

Thence northerly along said east line to the north line of West Marine Drive;

Thence northeasterly along the north line of Marine Drive to the northerly extension of the east line of said Donation Land Claim;

Thence southerly along said northerly extension to the south line of West Marine Drive;

Thence northeasterly along the south line of West Marine Drive, across Hume Avenue, to the west line of Lot 5, Block A, Trullinger's Addition to Astoria;

Thence southerly along the west line of said Lot 5, 100 feet;

Thence easterly along a line parallel with and 85 feet northerly of the north line of West Bond Street to the west line of Lot 17 of said Block A;

Thence northerly along the west line of said Lot 17 to the north line of said Lot 17;

Thence easterly along a line parallel with and 100 feet north of the north line of West Bond Street to the east line of Lot 13 of said Block A;

Thence southerly along the east line of said Lot 13, 20 feet;

Thence easterly along a line parallel with and 80 feet north of the north line of West Bond Street to the east line of Lot 12 of said Block A;

Thence northerly along the east line of said Lot 12 to the north line of said Lot 12;

Thence easterly along a line parallel with and 100 feet north of the north line of West Bond Street to the west line of 2nd Street;

Thence southerly along the west line of said 2nd Street, across West Bond Street, to the south line of Lot 4, Block 17, McClure's Astoria;

Thence westerly along a line parallel with and 100 feet south of West Bond Street to the west line of Lot 2, Block 1 of Astoria by Hinman;

Thence northerly along the west line of said Lot 2, 50 feet;

Thence westerly along a line parallel with and 50 feet south of West Bond Street, across 1st Street, to the west line of 1st Street;

Thence southerly along said west line to the south line of Lot 1, Block 2, Astoria by Hinman;

Thence westerly along a line parallel with and 100 feet south of the south line of West Bond Street to the east line of Lot 13 of said Block 2;

Thence southerly along the east line of said Lot 13 to the north line of Commercial Street;

Thence westerly along said north line to the west line of Lot 18, Block 1, Trullinger's Addition to Astoria as Corrected;

Thence northerly along said west line to the north line said Lot 18;

Thence westerly along a line parallel with and 100 feet south of the south line of West Bond Street, across Hume Avenue to the west line of Tract A of said Trullinger's Addition;

Thence southerly along said west line 10.95 feet;

Thence westerly along a line parallel with the north line of Lot 10 Plat of Union to the east line of Flavel Street;

Thence northerly along said east line to a point 81 feet south of the south line of West Bond Street;

Thence westerly to a point on the west line of Flavel Street, said point being the northeast corner of that certain tract conveyed by Fritz Johansen and wife to Nester Kiiski by Deed recorded in Book 199, Page 646, Clatsop County Records, on July 29, 1948;

Thence westerly along a line parallel with the south line of West Bond Street to the northwest corner of said Kiiski tract;

Thence north along the east line of a certain tract conveyed to Fritz Johansen and wife by Deed recorded in Book 200, page 619, Clatsop County Records, to the northeast corner of said tract, 6 feet;

Thence westerly along the north line of said tract, on a line parallel with the south line of West Bond Street, across Washington Street, to the west line of Washington Street;

Thence Southerly along the west line of Washington Street to the north line of the Plat of Union;

Thence westerly along the north line of said Plat to the northeast corner of the Samuel Smith Donation Land Claim and the Point of Beginning;



February 21, 2017

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: LIQUOR LICENSE APPLICATION FROM SUNDEEP & EKAM LLC DBA ASTORIA MINI MART LOCATED AT 95 WEST MARINE DRIVE FOR A CHANGE OF OWNERSHIP FOR AN OFF-PREMISES SALES WITH FUEL PUMPS LICENSE (FINANCE)

Discussion & Analysis

A liquor license application has been filed by Davinder Singh for Sundeep & Ekam LLC doing business as Astoria Mini Mart. This application is a Change of Ownership for an Off-Premises Sales with Fuel Pumps License which allows the following:

- May sell factory-sealed containers of malt beverages, wine, and cider at retail to individuals in Oregon for consumption off the licensed premises
- May sell malt beverages, wine, and cider to individuals in a securely covered container ("growler") for consumption off the licensed premises
- Eligible to apply to get pre-approval to provide sample tastings of malt beverages, wine, and cider for consumption on the premises
- Eligible to ship malt beverages, wine, or cider directly to an Oregon resident

The site is located at 95 West Marine Drive, at the corner of Marine Drive and Hume Avenue, Astoria. Business formerly owned by Donald Patterson as Krista-Kody Ltd. The application will be considered at the March 6, 2017 meeting. A copy of the application is attached.

The appropriate Departments have reviewed the application. A report provided by the Police Department which conveys information gathered during investigation is attached to the application for reference. No objections to approval were noted.

Recommendation

Staff recommends that the City Council consider this application.

Respectfully submitted,



Susan Brooks
Director of Finance & Administrative Services



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

ORIGINAL

Application is being made for:

LICENSE TYPES

- Full On-Premises Sales (\$402.60/yr)
- Commercial Establishment
- Caterer
- Passenger Carrier
- Other Public Location
- Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
 - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: _____

ACTIONS

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other _____

90-DAY AUTHORITY

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

CITY AND COUNTY USE ONLY

Date application received: 2-10-17

The City Council or County Commission:

City of Astoria
(name of city or county)

recommends that this license be:

- Granted
- Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: [Signature]

Date: 2/10/17

90-day authority: Yes No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① SUNDEEP & EKAM LLC ③ _____

② _____ ④ _____

2. Trade Name (dba): ASTORIA MINI MARKET

3. Business Location: 95 WEST MARINE DRIVE ASTORIA CLATSOP OREGON 97103
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 860 S Roosevelt Drive Seaside Oregon 97138
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 503-325-4162 _____
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: ASTORIA MINI MART Type of License: OFF- PREMISES

8. Former Business Name: KRISTA-KODY LTD

9. Will you have a manager? Yes No Name: SUNDEEP S SANDHU
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? ASTORIA CLATSOP
(name of city or county)

11. Contact person for this application: DAVINDER SINGH 360-901-2147
(name) (phone number(s))
89198 EASY WAY ROAD SEASIDE OR, 97138 Sandhutek@comcast.net
(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① D Singh Date 2/09/17 ③ _____ Date _____

② _____ Date _____ ④ _____ Date _____



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Sundeeb & EKAM LLC Phone: 503-325-4162

Trade Name (dba): Astoria MINI MARKET

Business Location Address: 95 West MARINE Dr

City: Astoria ZIP Code: 97103

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	_____ to _____
Monday	_____ to _____
Tuesday	_____ to _____
Wednesday	_____ to _____
Thursday	_____ to _____
Friday	_____ to _____
Saturday	_____ to _____

24 HRS

Outdoor Area Hours:

Sunday	_____ to _____
Monday	_____ to _____
Tuesday	_____ to _____
Wednesday	_____ to _____
Thursday	_____ to _____
Friday	_____ to _____
Saturday	_____ to _____

N/A

The outdoor area is used for:

- Food service Hours: _____ to _____
- Alcohol service Hours: _____ to _____
- Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

- | | |
|--|--|
| <input type="checkbox"/> Live Music | <input type="checkbox"/> Karaoke |
| <input type="checkbox"/> Recorded Music | <input type="checkbox"/> Coin-operated Games |
| <input type="checkbox"/> DJ Music | <input checked="" type="checkbox"/> Video Lottery Machines |
| <input type="checkbox"/> Dancing | <input type="checkbox"/> Social Gaming |
| <input type="checkbox"/> Nude Entertainers | <input type="checkbox"/> Pool Tables |
| | <input type="checkbox"/> Other: _____ |
- N/A*

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday	_____ to _____
Monday	_____ to _____
Tuesday	_____ to _____
Wednesday	_____ to _____
Thursday	_____ to _____
Friday	_____ to _____
Saturday	_____ to _____

N/A

SEATING COUNT

Restaurant: _____ Outdoor: _____

Lounge: _____ Other (explain): _____

Banquet: _____ Total Seating: _____

N/A

OLCC USE ONLY

Investigator Verified Seating: ____ (Y) ____ (N)

Investigator Initials: _____

Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Drish Date: 2/09/17

1-800-452-OLCC (6522)

www.oregon.aov/olcc

(rev. 12/07)



February 21, 2017

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: BRETT ESTES, CITY MANAGER

SUBJECT: LIQUOR LICENSE APPLICATION FROM LAPLANTE LLC DBA FULIO'S LOCATED AT 1149 COMMERCIAL STREE FOR A CHANGE OF OWNERSHIP FOR A FULL ON-PREMISES SALES LICENSE AND AN OFF-PREMISES SALES LICENSE (FINANCE)

Discussion & Analysis

A liquor license application has been filed by Allan LaPlante for LaPlante LLC doing business as Fulio's. This application is a Change of Ownership for a Full-On-Premises Sales License and an Off-Premises Sales License. The Full-On-Premises Sales License allows the following:

- May sell and serve distilled spirits, malt beverages, wine, and cider for consumption on the licensed premises (this is the license most "full-service" restaurants obtain)
- May sell malt beverages, wine, and cider to individuals in a securely covered container ("growler") for consumption off the licensed premises
- Eligible to apply to get pre-approved to cater some events off of the licensed premises (events that are small, usually closed to the general public, and where food service is the primary activity)
- Eligible to apply for a "special event" license

The Off-Premises Sales License allows the following:

- May sell factory-sealed containers of malt beverages, wine, and cider at retail to individuals in Oregon for consumption off the licensed premises
- May sell malt beverages, wine, and cider to individuals in a securely covered container ("growler") for consumption off the licensed premises
- Eligible to apply to get pre-approval to provide sample tastings of malt beverages, wine, and cider for consumption on the premises
- Eligible to ship malt beverages, wine, or cider directly to an Oregon resident

The site is located at 1149 Commercial Street, Astoria. Business formerly owned by Peter Roscoe as Fulio's Pastaria and Tuscan Steakhouse. The application will be considered at the March 6, 2017 meeting. A copy of the application is attached.

The appropriate Departments have reviewed the application. A report provided by the Police Department which conveys information gathered during investigation is attached to the application for reference. No objections to approval were noted.

Recommendation

Staff recommends that the City Council consider this application.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Susan Brooks", written over a horizontal line.

Susan Brooks
Director of Finance & Administrative Services



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

ORIGINAL

Application is being made for:

LICENSE TYPES

- Full On-Premises Sales (\$402.60/yr)
 - Commercial Establishment
 - Caterer
 - Passenger Carrier
 - Other Public Location
 - Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
 - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: _____

ACTIONS

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other _____

90-DAY AUTHORITY

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

CITY AND COUNTY USE ONLY

Date application received: 2-13-17

The City Council or County Commission:

City of Astoria
(name of city or county)

recommends that this license be:

- Granted
- Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: (Signature)

Date: 2/7/17

90-day authority: Yes No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

- ① La Plante LLC ③ _____
- ② _____ ④ _____

2. Trade Name (dba): Fulios

3. Business Location: 1149 Commercial St. Astoria Clatsop Or. 97103
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 940 7th Av Seaside Or 97138
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: (503)
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: Peter Pascoe Type of License: _____

8. Former Business Name: Fulios Pastaria and Tuscan Steakhouse

9. Will you have a manager? Yes No Name: Allan Laplante
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? City of Astoria
(name of city or county)

11. Contact person for this application: Allan Laplante (503) 550-7927
(name) (phone number(s))
940 7th Av Seaside Or 97138 allan.laplante@astoriaor.gov
(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

- ① Allan Laplante Date 1/3/17 ③ _____ Date _____
- ② Jeanie Drenth Date 2/1/17 ④ _____ Date _____



OREGON LIQUOR CONTROL COMMISSION
WRITTEN PROPOSAL FOR A FULL ON-PREMISES SALES
LICENSE COMMERCIAL ESTABLISHMENT

Please Print or Type

Trade Name (dba): Fulio's

City: Astoria

I will offer at least five different meals during my regular meal period. My regular meal period must last at least 3 hours if my business is open past 5 PM, and must last at least 2 hours if my business is not open after 5 PM.

My regular meal period will be from 11:30 Am to 9pm.
 (start time) (end time)

My menu for this regular meal period is attached

At all other times I will make at least five different substantial food items available in all areas where alcohol service is available. Substantial food items are food items that are typically served as a main course or entrée. Some examples include but are not limited to fish, steak, chicken, pasta, pizza, sandwiches, dinner salads, hot dogs, soup and sausages.

My menu of substantial food items is attached; or

My entire menu is available during all hours that alcohol service is available.

During my required meal period, I will have at least _____ (number) indoor dining seats at tables or food counters. This seating will be in areas of the licensed premises regularly open to the general public. (Note: Seats at counters in entertainment areas, seats at bars, and seats in outdoor areas do not qualify as dining seating.)

I have attached a floor plan showing the seats at tables, counters and bars in indoor and outdoor areas where alcoholic beverages will be sold, served, or consumed at my business. I understand that I must make food available to patrons in all areas where alcohol service is available.

I understand that discouraging food service is a violation of OAR 845-006-0466. Examples of discouraging food service include not taking, preparing, or delivering a food order in a timely manner; over-pricing food for the clientele of my business; offering or serving unpalatable food; failing to provide required food service; and failing to provide a food service menu in a timely manner when requested by the patron.

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Signature: Allan Lokkante Date: 1/31/17



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: LaPlante LLC Phone: (503) 550-7927
Trade Name (dba): Fulio's
Business Location Address: 1149 Commercial St
City: Astoria ZIP Code: 97103

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 5pm to 9pm
Monday 11:30am to 9pm
Tuesday 11:30am to 9pm
Wednesday 11:30am to 9pm
Thursday 11:30am to 9pm
Friday 11:30am to 10pm
Saturday 11:30am to 10pm

Outdoor Area Hours:

Sunday _____ to N/A
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

The outdoor area is used for:

Food service Hours: N/A to _____
 Alcohol service Hours: _____ to _____
 Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: (Summer) on Sundays
open 11:30am

ENTERTAINMENT

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- Other: Radio

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to N/A
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

SEATING COUNT

Restaurant: 60 Outdoor: N/A
Lounge: 16 Other (explain): _____
Banquet: 12 Total Seating: 88

OLCC USE ONLY
Investigator Verified Seating: (Y) (N)
Investigator Initials: AN
Date: 2/7/2017

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Allen LaPlante Date: 1/31/17

1-800-452-OLCC (6522)

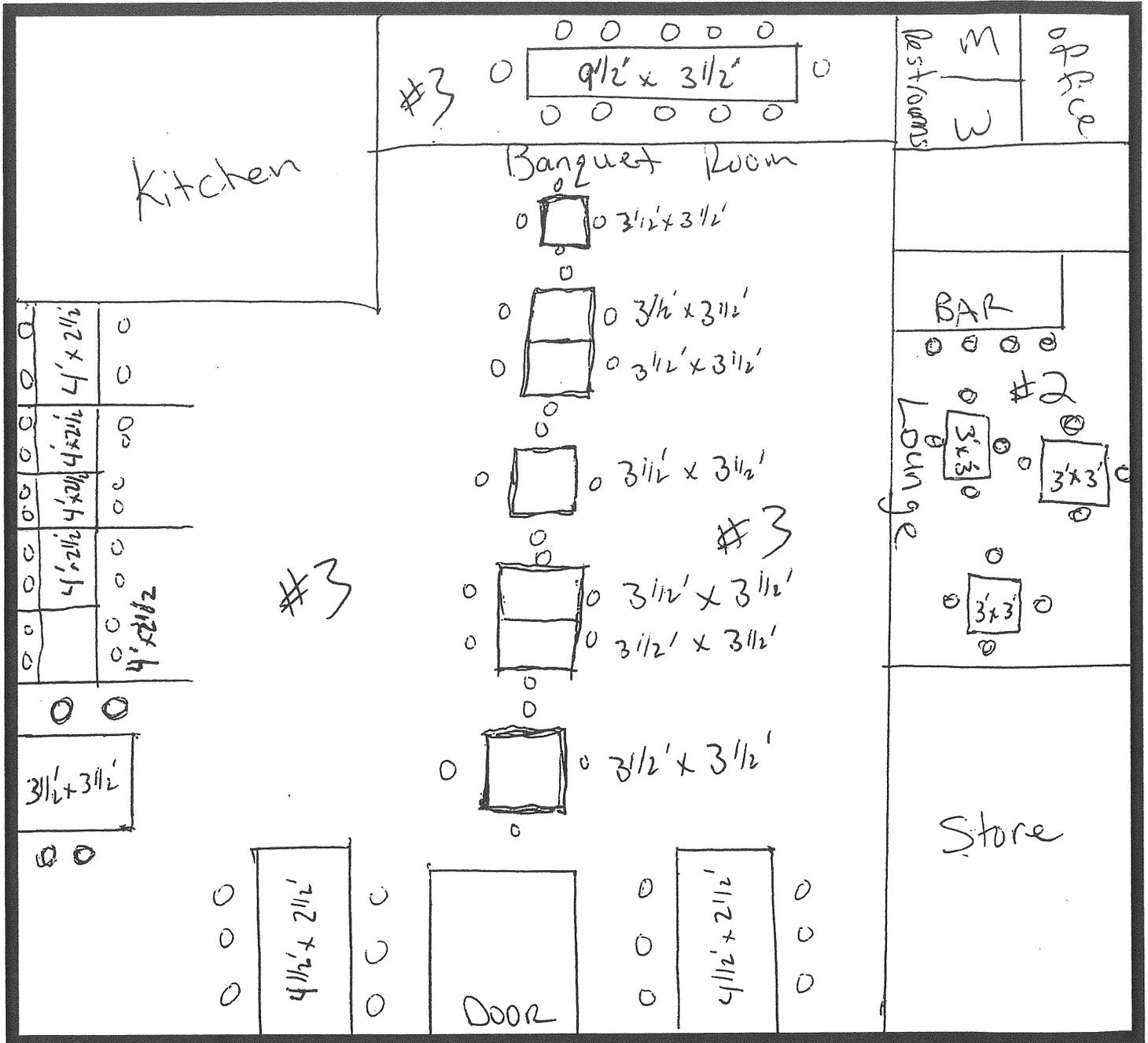
www.oregon.gov/olcc

(rev. 12/07)



OREGON LIQUOR CONTROL COMMISSION FLOOR PLAN

- **Your floor plan must be submitted on this form.**
- Use a separate Floor Plan Form for each level or floor of the building.
- The floor plan(s) must show the specific areas of your premises (e.g. dining area, bar, lounge, dance floor, video lottery room, kitchen, restrooms, outside patio and sidewalk cafe areas.)
- Include all tables and chairs (see example on back of this form). Include dimensions for each table if you are applying for a Full On-Premises Sales license.



..... LaPlante LLC
 Applicant Name: fulbos
 Trade Name (dba): Astoria 97103
 City and ZIP Code: _____

.....OLCC USE ONLY.....
 MINOR POSTING ASSIGNMENT(S)
 #3 in Restaurant + Banquet Room
 #2 in Lounge and BAR
 Date: 2/7/2017 Initials: [Signature]

RESOLUTION NO. 17-03

A RESOLUTION REAFFIRMING THE CITY OF ASTORIA'S POLICY OF INCLUSIVITY

WHEREAS, the City of Astoria, Oregon from the earliest First Peoples, has continually prospered through the labor and imagination of immigrants – British, Russian and Canadian traders; the German-American John Jacob Astor whose expedition built the first American settlement here; the Finns, Norwegians, Swedes, Chinese, and now Latino communities who worked / work in the fishing and canning industry; and

WHEREAS, immigrants from all nations, as well as Native Americans, have made vital contributions, as neighbors and families, to the health, well-being, and general welfare of the City; and

WHEREAS, inclusion and integration of all residents is a matter of concern for the general welfare of the City; and

WHEREAS, discrimination based on national origin, race, ethnicity, or religion does not promote the health, well-being, and general welfare of the City; and

WHEREAS, all of our residents should be treated with compassion and respect regardless of national origin or citizenship status; and

WHEREAS, the power to exclude and deport immigrants is not a function of the City, and enforcement of laws and policies in this area is reserved exclusively to the federal government.

NOW, THEREFORE, IT IS RESOLVED that the City of Astoria embraces, celebrates, and welcomes its immigrant residents and recognizes the contributions they make to our collective prosperity; and,

BE IT FURTHER RESOLVED THAT except as required by law, no City agency or employee shall use monies or equipment to detect or apprehend persons whose only violation involves a federal immigration law.

BE IT FURTHER RESOLVED THAT except as required by federal or State law, no City services or benefits of any kind shall be conditioned upon a resident's federal immigration status,

ADOPTED BY THE COMMON COUNCIL THIS 6TH DAY OF MARCH 2017.

APPROVED BY THE MAYOR THIS 6TH DAY OF MARCH 2017.

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION	YEA	NAY	ABSENT
Councilor Nemlowill			
Brown			
Price			
Jones			
Mayor LaMear			