



# AGENDA

## ASTORIA PLANNING COMMISSION

**February 24, 2026**

**5:30 p.m.**

Second Floor Council Chambers  
1095 Duane Street • Astoria OR 97103

To participate remotely in public hearings, go to [https://www.astoria.gov/LIVE\\_STREAM.aspx](https://www.astoria.gov/LIVE_STREAM.aspx) for connection options and instructions. You may also use a telephone to listen in and provide public testimony. At the start of the meeting, call (253) 215-8782 and when prompted enter meeting ID# 503 325 5821 (see page 2 of this Agenda for more details).

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES
  - a) No draft minutes for review
4. PUBLIC HEARING
  - a) Conditional Use Request (CU25-08) by David and Stacy Sundquist to operate a two-bedroom home stay lodging within an existing single-family dwelling at 66. W Grand Avenue in the R-1 Zone.
  - b) Temporary Conditional Use Request (TCUP26-01) by Antony Barran to operate a temporary eating and drinking establishment at the west end of Pier 1, Port of Astoria in the S-1 zone.
  - c) Amendment Request (A26-01) by City of Astoria, Community Development Director, to amend the Astoria Development Code to modernize signage regulations in the Health Care (HC) Zone, generally between 18<sup>th</sup> and 26<sup>th</sup> Streets and Exchange Street and Franklin Avenue, and make broader administrative and technical updates across the Astoria Development Code.
5. REPORT OF OFFICERS
6. STAFF/STATUS REPORTS
  - a) Save the date: Next APC meeting - Tuesday, March 24, 2026 @ 5:30pm.
7. PUBLIC COMMENT (Non-Agenda Items)
8. ADJOURNMENT

**Connection options and instructions to participate remotely in the public hearing.**

**ONLINE MEETING** 

At start of our Public Meetings you will be able to join our online ZOOM meeting using your **mobile or desktop device** and watch the live video presentation and provide public testimony.

Step #1: Use this link: <https://www.astoria.gov/zoom/>

Step #2: Install the Zoom software on your mobile device, or join in a web browser

Step #3: If prompted, enter the Meeting ID number: 503 325 5821

*Note: Your device will automatically be muted when you enter the online meeting. At the time of public testimony, when prompted, you may choose to select the option within the ZOOM software to "raise your hand" and notify staff of your desire to testify. Your device will then be un-muted by the Host and you will be called upon, based on the name you entered within the screen when you logged in.*

**TELECONFERENCE** 

At start of our Public Meetings you will be able to **dial-in using your telephone** to listen and provide public testimony.

Step #1: Call this number: [253-215-8782](tel:253-215-8782)

Step #2: When prompted, enter the Meeting ID number: 503 325 5821

*Note: Your phone will automatically be muted when you enter the conference call. At the time of public testimony, when prompted, you may dial \*9 to "raise your hand" and notify staff of your desire to testify. Your phone will then be un-muted by the Host and you will be called upon based on your phone number used to dial-in.*



## Staff Report and Findings of Fact for Conditional Use Request (CU25-08)

Prepared for: Astoria Planning Commission  
Prepared by: Samuel Peterson, Associate Planner  
Report Date: February 17, 2026  
Hearing Date: February 24, 2026

### I. Summary

- A. Applicant/ Owner: David and Stacy Sundquist  
66 W. Grand Ave.  
Astoria, OR 97103
- B. Location: 66 W. Grand Ave  
Map T8N R9W Section 7DC, Tax Lot 9200, Lot 7 and 8, Block 2,  
West Hills
- C. Zone: R-1 Zone
- D. Proposal: Request for land use approval to allow a two-bedroom  
Home Stay Lodging in an existing single-family dwelling in  
the Low Density Residential (R-1) Zone at 66 W. Grand Ave.
- E. 120 Days: May 8, 2026 (Application deemed complete on January 8, 2026)

### II. Public Review and Comment

City Staff mailed a request for comments to all property owners within 200 feet pursuant to ADC §9.020 on January 30, 2026. Email also occurred on January 30, 2026 and published in The Astorian on January 30, 2026.

No public comments were received to date as in response to public noticing for the Conditional Use Application.

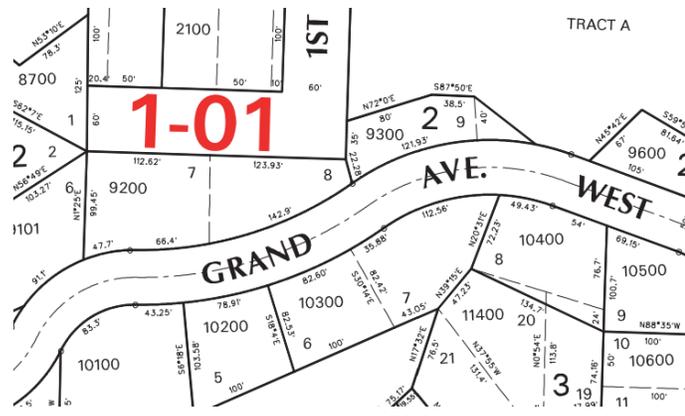
**III. Background**

- A. Project Description: To allow home stay lodging use in an existing single-family dwelling in the Low Density Residential (R-1) Zone at 66 W Grand Ave. The proposed Home Stay Lodging is two bedrooms within the existing dwelling along with an additional two off-street parking spots for guests.



- B. Neighborhood: The property is in the West End neighborhood, as described by the Comprehensive Plan. The area is primarily developed as a low-density residential neighborhood with mostly single-family dwellings. Many homes in the immediate vicinity are on oddly shaped lots due to the topography.

- C. Site: The subject property is in the Low Density Residential (R-1) Zone and does not include any Overlay Zones. It is bordered by residential properties to the east and west and an unmaintained 1<sup>st</sup> St right-of-way to the north that has been landscaped. The property is developed with a single-family dwelling circa 1999. The tax lot (Tax Lot 9200) is 17,376.02 sq ft and is irregularly shaped and is approx. 236 ft. wide east to west and is 22.28 ft. deep on the east end, and 99.45 ft deep on the west end.



- D. Previous permits: CU17-03 for a Home Stay Lodging land use decision was previously approved by the Astoria Planning Commission but was invalidated as the use did not begin within the required timeframe after approval.

**IV. Applicable Review Criteria and Findings of Fact; ADC Article 2 – R-1: Low Density Residential Zone**

- A. ADC §2.015 – Purpose  
*The purpose of the R-1 Zone is to provide an area of low-density single-family dwellings, at an average density of eight (8) units per net acre, their accessory uses, and certain public uses. The policies of the Comprehensive Plan, applicable overlay zone standards, and the standards listed below, will be adhered to.*

**Finding:** This request is for land use approval to allow a new Home Stay Lodging use in an existing single-family dwelling. It does not propose changes to the building or neighborhood and is consistent with the purpose of the R-1 zone.

B. ADC §2.025 – Conditional Uses Permitted

*The following uses and their accessory uses are permitted in an R-1 Zone if the Planning Commission, after a public hearing, determines that the location and development plans comply with applicable standards referred to in Sections 2.030 through 2.050, additional Development Code provisions, Comprehensive Plan, and other City laws:*

...

H. *Home Stay Lodging, which satisfies requirements in City Code Sections 8.750 to 8.800.*

**Finding:** The applicant has requested land use approval for a Home Stay Lodging in an existing single-family dwelling, which requires a conditional use permit. The Planning Commission may approve a conditional use permit for the proposed use if it determines all applicable criteria are satisfied. The applicable criteria in City Code Sections 8.750-8.800 are addressed through the Home Stay Lodging License process. Conditions requiring that the applicant obtain and maintain this license are sufficient to address the criterion (Conditions #1 & 2).

C. ADC §2.050 – Other Applicable Use Standards

A. *All uses will comply with applicable access, parking, and loading standards in Article 7.*

**Finding:** Article 7 requires a total of four parking spaces for the proposed use: two for the existing single-family dwelling plus two for the proposed bedrooms in Home Stay Lodging use. The applicant has proposed two off street parking spots in front of the home (“Parking Area A”), and a further three parking spots proposed in a graveled parking area to the west of the main driveway (“Parking Area B). Input from the Engineering Division indicated that Parking Area B would only be able to accommodate two parking spaces. Additionally, the City Engineering/Public works indicated significant improvements will be required to the graveled parking area to the west for it to be acceptable. Further explanation of the required improvements can be found in the findings of section VI of this staff report. This criterion is satisfied as conditioned (Conditions #3, #4, #5, #6, and #7).

# SitePlan

Created 9/16/2025 using the City of Astoria Public GIS Application. This map was not produced by the City of Astoria.



Disclaimer: This map and data are not authoritative and were not prepared for legal, engineering, or survey purposes. The data are provided for exclusive use in support of City of Astoria business. Source data were reviewed for accuracy, but errors may exist. THIS MAP AND DATA ARE PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. The City of Astoria assumes no responsibility for the use of this information, nor any inaccuracies contained within.

Figure: Parking plan provided by applicant.

## V. Applicable Review Criteria and Findings of Fact; ADC Article 3 – Additional Use and Development Standards

### A. ADC §3.100 – Home Stay Lodging

A. *Purpose.* The City's purpose in regulating Home Stay Lodgings is to allow for economic use of underutilized bedrooms in dwellings; provide financial assistance to preserve both the housing stock and historic properties within the City; to ensure that Home Stay Lodging facilities are appropriately located; are compatible with surrounding allowed uses; are conducive to the public peace, health, safety, and welfare of the City; do not reduce the number of potential long-term housing units; and support tourism.

### B. Standards.

1. *Primary Residence.* Every Home Stay Lodging shall be located in the owner's primary residence.

2. *Occupancy.* The Home Stay Lodging shall be owner occupied while occupied by transients.
3. *Location.* Home Stay Lodgings may be allowable in conjunction with an Accessory Dwelling Unit based upon the underlying zone in Article 2.
4. *No Kitchen.* Home Stay Lodgings may not contain a kitchen.
5. *Mobile vehicles.* Home Stay Lodging shall not be located in motor homes, travel trailers, or other mobile vehicles.

**Finding:** The subject property is the applicant’s primary residence. The applicant is aware of the above requirements and has indicated they will occupy the dwelling while transient visitors are in place. The rooms proposed to be used for Home Stay Lodging are in the basement, along with a kitchenette. Materials and photos from the applicant indicate that a range that was previously located in the kitchenette has been removed, however photos show appliances for the heating of food other than a microwave present in the kitchenette (one photo shows an electric hotplate, the other shows an electric skillet). Appliances for the heating of food other than a microwave will have to be removed prior to the issuance of a Home Stay Lodging License. A condition requiring compliance with these criteria is appropriate to consider them satisfied (Conditions #1 & 2).

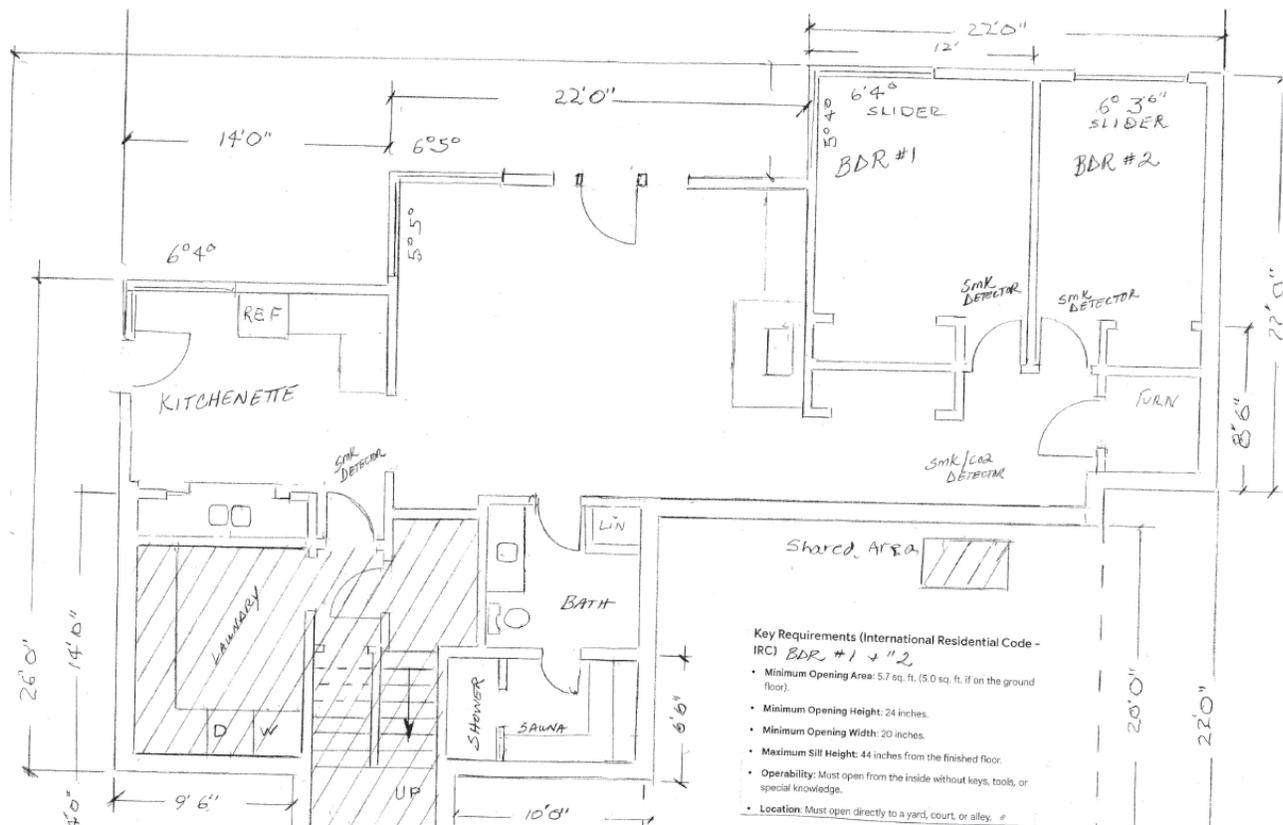


Figure: Applicant submitted floorplan of the basement area to be used for Home Stay Lodging

**VI. Applicable Review Criteria and Findings of Fact; ADC Article 11 – Conditional Uses**

**A. ADC §11.030 – Basic Conditional Use Standards**

*A. Before a conditional use is approved, findings will be made that the use will comply with the following standards:*

- 1. The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the use.*
- 2. An adequate site layout will be used for transportation activities. Consideration should be given to the suitability of any access points, on-site drives, parking, loading and unloading areas, refuse collection and disposal points, sidewalks, bike paths, or other transportation facilities. Suitability, in part, should be determined by the potential impact of these facilities on safety, traffic flow and control, and emergency vehicle movements.*
- 3. The use will not overburden water and sewer facilities, storm drainage, fire and police protection, or other utilities.*
- 4. The topography, soils, and other physical characteristics of the site are appropriate for the use. Where determined by the City Engineer, an engineering or geologic study by a qualified individual may be required prior to construction.*
- 5. The use contains an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses.*

**Finding:** To grant the requested conditional use permit, all five criteria under subsection A must be satisfied. As described below, the City finds these criteria are satisfied, upon meeting the conditions of approval in section VII of this staff report.

The first criterion relates to appropriateness of the proposed use for the location. The licensing and operational requirements for Home Stay Lodging uses have been developed to minimize impacts on existing neighborhoods and housing stock. The applicant understands the requirements related to the use and will be required to comply with them as part of the approval (Conditions #1 & 2). With these conditions, the City finds the use is appropriate for the location.

The second criterion relates to site transport activities. The proposed use is within an existing dwelling with two off street parking spots in front of the garage (“Parking Area A”), and a further two parking spots proposed in a graveled parking area to the west of the main driveway (“Parking Area B”). The applicant indicated that either location may be used for transient guest parking, however Parking Area B will require significant improvements regardless of

whether it is used by the occupants of the home, or transient guests. The Planning Division requested input on the application from the Engineering Division, and which is summarized in the following paragraph. The input from the Engineering Division indicated that considerable parking and access improvements will be required.

The Engineering Division indicated that Parking Area B seems to be associated with an access location that is not an approved driveway. A right-of-way shall be submitted by the applicant and shall comply with ADC section 7.120, Astoria City Code sections 2.050-2.100, ADC section 3.008.D, and Engineering Design Standards Chapter 4. This will require compliance with sight distance, slope, and surfacing per City standards. The applicant shall also pave the secondary approach (Parking Area B) a minimum of 12 feet from the existing roadway. To ensure clear vision areas the applicant shall manage vegetation for both Parking Area A and Parking Area B for sight-distance compliance, which shall be inspected by City Public Works staff to verify compliance. The applicant shall also manage vegetation, or create an acceptable path, to create access to the home without walking in the street. A grading and erosion control permit may be required depending on the scope of work necessary to comply with these conditions. These conditions are included as Conditions #4, #5, and #6. The City considers this criterion satisfied upon satisfaction of these conditions.

The third criterion relates to impacts on public services. As indicated above, the proposed use is in existing sleeping and living rooms of the existing building – no new construction is proposed. The rooms that will be used for Home Stay Lodging have been previously used by family members living in them, and transient guests will use less utilities than a full-time occupant of the space. The small scale of the proposed use minimizes opportunities for impacts on public services. The Astoria Fire Department and Astoria Police department both had an opportunity to review the application and did not report any concerns with the proposal. The City finds this criterion is satisfied.

The fourth criterion relates to the physical characteristics of the site. The proposed use will be located within the existing dwelling. As stated above, considerable improvements to the proposed parking and vehicle access will be required. Physical conditions of the site necessitate the use of the existing graveled parking area to the east and the creation of an accessible path from the east parking area, which does not require guests or residents walking in the street to access the home. An accessible path may be created either by the management of vegetation along the street between the east parking area and the home, or by creating an acceptable path on the property between the east parking area and the home (Condition #6). As conditioned, this criterion is satisfied.

The fifth criterion relates to separation between adjacent uses. As described above, the proposed use will be within the existing building and no changes to the site layout are proposed. The home and surrounding property includes mature trees and landscaping, especially in the front yard and in a landscaped area to the west of Parking Area B. Adequate and mature landscaping exists between the site and adjacent properties. Some landscaping changes may be required to comply with the required improvements to Parking Area B,

however they should not significantly decrease the overall landscaped area on the property. The existing setbacks and buffers will not be altered as a part of this proposal. This criterion is satisfied.

**VII. APPLICABLE REVIEW CRITERIA AND FINDINGS OF FACT – Article 9: Administrative Procedures**

All land use and development permit applications and approvals, except building permits, shall be decided by using the procedures contained in this article. The procedure Type assigned to each application governs the decision-making process for that permit or approval. This Conditional Use application under review is a Type III procedure; where the decisions are made by the Planning Commission after a public hearing, with an opportunity for appeal to the City Council. The following sections are listed here for informational purposes. Refer to the Astoria Development Code for the standards, procedures and requirements.

**A. Appeals.**

ADC §9.040.B, Appeals, Commission or Committee Decision, states “*A decision of the Commission or Committee concerning a quasi-judicial land use matter may be appealed to the City Council by the applicant, a party to the hearing, or by a party who responded in writing, by filing an appeal within 15 days of the mailing of the Order. The notice of appeal filed with the City shall contain the information outlined in Section 9.040(D).*”

**B. Conditions of Approval.**

ADC §9.060, [Compliance With Conditions Of Approval](#) states, “*Compliance with conditions established for a request and adherence to the submitted plans, as approved, is required. Any departure from these conditions of approval and approved plans constitutes a violation of this Code. See Section 1.010 of the Astoria City Code concerning penalties.*

*Amendments to existing permit conditions and/or approved plans may be allowed as follows:*

- A. *Minor changes that would have no impact or minimal impact to the design, use, or location of the project shall be reviewed administratively as a Type I permit.*
- B. *All other proposed changes shall be reviewed as an administrative Type II permit or as a Type III permit as determined by the Community Development Director.”*

**C. Time Limits.**

ADC §9.100.A.1, Time Limit on Permits, Duration of Land Use Approval states:

- “1. *Except as otherwise provided in this Code, a Land Use Approval shall expire two years from the date of Final Decision unless substantial construction has taken place or use has begun. However, extensions for Land Use Approvals may be granted as provided in this section. A Land Use Approval remains valid, if a timely request for extension has been filed, until an extension is granted or denied with the following limitations:*
- a. *Any work completed by the applicant after the date the Land Use Approval would have expired, but for the extension request, is at the applicant’s own risk; and*
  - b. *Any work completed after the date the permit would have expired shall not be considered in determining if substantial construction has been completed until an extension has been granted; and*
  - c. *No additional building and/or use permits associated with the Land Use Approval may be issued until an extension has been granted.*

**VIII. APPLICABLE REVIEW CRITERIA AND FINDINGS OF FACT – Comprehensive Plan**

ADC §11.020.B. Decision, states that the “...*Planning Commission shall base their decision on whether the use complies with: 1. Applicable policies of the Comprehensive Plan.*”

A. Astoria Comprehensive Plan Section CP.030 to CP.035 (West End Area)

CP.030 concerning the West End Area states that, “*The West End Area encompasses Astor Court and Uniontown. It is the primarily single-family residential area that lies west of Second Street, exclusive of Vista park (general area of Waldorf Circle, Auburn Avenue, and West McClure Street area) and the property along West Marine Drive. The area is heavily developed on steeper slopes, with winding streets wrapping around the tip of the Astoria peninsula. Vacant lands here are mostly steep ravines or landslide areas in public ownership. The age of houses range from pre-1900s to new within a short distance... Amenities of the area are the scenic views, the quiet residential character (largely attributable to an absence of through streets), the open space areas, and the closeness of a neighborhood school and Tapiola Park. Problems include the narrowness of some streets and the potential for landslides.*”

**Finding:** Allowing the proposed use would provide the opportunity for unused space in a residential zone to be used. The scenic views and relaxed atmosphere is appealing to potential transient guests. The Engineering division has provided feedback to address the winding and narrow streets in the area. Criterion met.

B. Astoria Comprehensive Plan Section CP.206 (Economic Development Goal 7)

CP.206 Concerning Economic development encourages successful home-based businesses and encourages activities which will have little impact on the surrounding neighborhoods.

**Finding:** Feedback from other departments, the nature of the neighborhood, and the success of other Home Stay Lodging facilities throughout the City indicate that this HSL has the potential to be successful and will have little impact on the surrounding neighborhood. Additionally, at the time of this report, no public comments were received indicating that the proposed Home Stay Lodging use would impact nearby residents. Criterion met.

C. Astoria Comprehensive Plan Section CP.220 (Housing Policies)

CP.220 outlines Housing Policies for the City of Astoria, subsection 7 states “*Permit home occupations which generate minimal impacts as an outright use in most cases.*”

**Finding:** The proposed Home Stay Lodging use aligns with the City’s goal to permit home occupations. Home Stay Lodging is a method by which homeowners can operate a business out of their home with little impact on the surrounding area. Criterion met.

**IX. Conclusion and Recommendation**

With the conditions discussed herein, the request meets the conditional use criteria. **Staff recommends the Planning Commission approve the request with the following conditions:**

1. The applicant must apply for and maintain a Home Stay Lodging License from the City for as long as the Home Stay Lodging use remains active.
  - a. An inspection shall be conducted by City staff prior to license issuance per Astoria City Code §8.765.9.
2. The Home Stay Lodging Use must comply with ADC §3.100 and Astoria City Code §8.750-8.800.
3. The applicant shall submit for, and obtain, a Right-of-Way permit by the City Engineering/Public Works Department to formalize the secondary access.
4. Prior to issuance of a Home Stay Lodging license and the use of the Home Stay Lodging facility, the unapproved driveway access shall be improved to comply with Section 7.120 of the Development Code and by reference, applicable portions of Sections 2.050 – 2.100 of the City Code, Section 3.008(D) of the Development Code, and Chapter 4 of the Engineering Design Standards.
  - a. This shall require compliance with sight, distance, slope, and surfacing per City standards.
  - b. This shall require paving of the secondary approach a minimum of 12 feet from the existing roadway.
5. The applicant shall manage vegetation for sight distance compliance at the primary access (Parking Area A). Public Works staff will need to verify compliance.
6. The applicant shall manage vegetation or create an acceptable path to allow for access to the home without walking in the street.
7. The applicant must obtain all required permits for any improvements, and complete the required improvements, related to this proposal prior to issuance of the Home Stay Lodging License.
8. Any significant changes to this proposal will require additional review.
9. The applicant must obtain a Sign Permit prior to installing any new signage.

**NOTE: The applicant should be aware of the following:**

- The Conditional Use Permit is a Land Use Approval and shall expire two years from the date of Final Decision unless substantial construction has taken place or use has begun. Refer to ADC Article 9.
- Any features indicated on the submitted plans NOT associated with this application shall obtain separate approvals as required.
- The applicant shall obtain all necessary City permits and licenses prior to the start of operations. Other City department/divisions may require separate applications and/or approvals for areas under their purview.
- System Development Charges (SDCs) may apply.

**Attachments**

- a. Application
- b. Submitted Plans
- c. Public Notice

Looking east on Grand



Parking Area B



Landscaping east of Parking Area B



Parking Area B



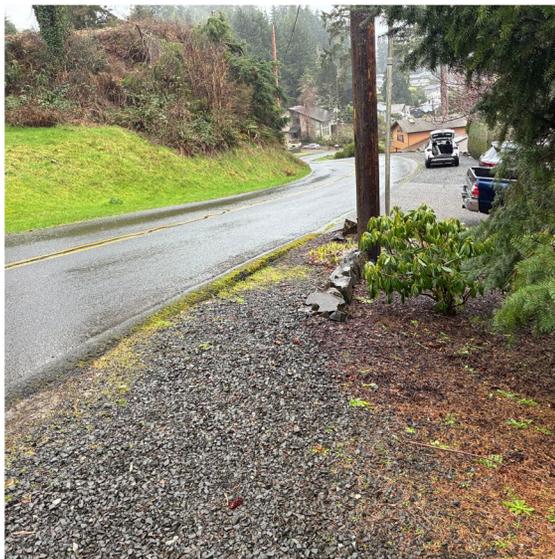
Front of dwelling looking North



Area between Parking Area A and B



Egress from Parking Area B looking west



Public Notice Sign



RECEIVED

DEC 09 2025



CITY OF ASTORIA  
Founded 1811 • Incorporated 1856  
COMMUNITY DEVELOPMENT

No. CU 25-08

Fee Paid Date 12-9-25 By CK #2588  
Fee: APC \$500.00: ADMINISTRATIVE \$300.00

**CONDITIONAL USE APPLICATION**

Property Address: 66 W. Grand Ave., Astoria OR 97103

Lot 7 & 8 Block 2 Subdivision

Map T8N-R9W Section 7DC Tax Lot 9200 Zone R-1

Applicant Name: David and Stacy Sundquist

Mailing Address: 66 W. Grand Ave., Astoria OR 97103

Phone: (503) 440-0504 Business Phone: Email: ssundquist66@msn.com

Property Owner's Name: David H. and Stacy Sundquist

Mailing Address: 66 W. Grand Ave., Astoria OR 97103

Business Name (if applicable):

Signature of Applicant: *[Signature]* Date: 12/8/25

Signature of Property Owner: *[Signature]* Date: 12/8/25

Existing Use: Single family residence

Proposed Use: 2 Bedroom Home Stay Lodging

Square Footage of Building/Site:

Proposed Off-Street Parking Spaces: 5 available 2 needed for Homestay Lodging

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

<i>For office use only:</i>			
Application Complete:		Permit Info Into D-Base:	
Labels Prepared:		Tentative APC Meeting Date:	
120 Days:		Form revised 8/2019	

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

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

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

See Attachment 1.

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

See Attachment 1.

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

See Attachment 1.

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

See Attachment 1.

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

See Attachment 1.

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

## Attachment 1

### Conditional Use Permit

**Property Address: 66 W. Grand Ave., Astoria OR 97103**

Briefly address each of the following criteria:

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

The home stay lodging is located in a finished, daylight basement within our existing single-family residential dwelling, and is accessible from our front door entry or on the west side of the house where there is a covered deck and door into the daylight basement. The proposed use is an appropriate use of an existing residential structure, as a conditional use in the R-1 Zone.

There are no other Home Stay Lodging locations near our home, which is located in a less dense residential area that is easily accessible from W. Grand Avenue, with plenty of off-street parking. We live full time above the home stay lodging.

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

As shown on our site plan, we have a paved driveway with parking for two vehicles at the front of our home (approximately 34' wide x 20' deep), which is adjacent to a two-car garage. Guests will be able to park in our driveway or a separate parking area (parking area B) to the east of our house, which has a separate driveway that is easily accessible from the road. This is a graveled parking area approximately 60' deep and 20' wide.

Guest vehicle access and parking will not impact vehicle, bike or pedestrian traffic on the road. Our trash and recycling collection is located along the road in front of our paved driveway.

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

We will not be increasing our use of water or sewer facilities, as the two bedrooms proposed for the Home Stay Lodging were used as our daughters' bedrooms. There will be no or minimal impact on police and fire protection services.

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

Our home and property is located up the hillside from town, along with other residential homes. There will not be any new construction.

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

Our property is landscaped and the home is set back from the road. There is landscaping with plenty of space between our neighbors on all sides.

# Site Plan

Created 9/16/2025 using the City of Astoria Public GIS Application. This map was not produced by the City of Astoria.



Disclaimer: This map and data are not authoritative and were not prepared for legal, engineering, or survey purposes. The data are provided for exclusive use in support of City of Astoria business. Source data were reviewed for accuracy, but errors may exist. THIS MAP AND DATA ARE PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. The City of Astoria assumes no responsibility for the use of this information, nor any inaccuracies contained within.

**From:** [Code Compliance](#)  
**To:** [Tiffany Taylor; ssundquist66@msn.com](#)  
**Cc:** [Planning; Code Compliance](#)  
**Subject:** RE: Conditional Use Application  
**Date:** Monday, December 15, 2025 12:36:04 PM

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Mrs. and Mr. Sundquist,

To clarify Item #1 in the completeness review for CU25-08, the City is requesting clear, concise documentation demonstrating that the basement area is no longer configured or capable of functioning as a separate dwelling unit. To date, we have not received adequate *written* documentation of abatement. Providing the requested materials also helps satisfy Planning's needs for a complete CUP application.

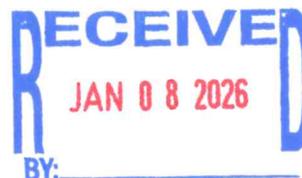
*To ensure this information can be easily filed and referenced for future permit and licensing decisions, these materials should ideally **be submitted as one consolidated document.***

1. A signed and dated owner affidavit stating that:
  - a. The stove has been permanently removed.
  - b. The dedicated 220-volt electrical connection serving the former kitchen has been permanently terminated at the electrical panel.
  - c. The basement area is no longer equipped, configured, or intended to function as a separate dwelling unit.
  - d. The basement is fully accessible from, and functionally part of, the primary dwelling.
2. Documentation (Photographic ok) showing:
  - a. Removal of the stove.
  - b. The electrical panel with the 220-volt circuit clearly disconnected or removed.
  - c. Interior access demonstrating the basement is connected to the main dwelling and not separated for independent occupancy.
3. A detailed floor plan reflecting current conditions, identifying all rooms and uses and confirming the absence of a kitchen or permanent cooking facilities in the basement.
4. A finalized electrical permit or invoice confirming the 220-volt circuit termination by a licensed electrician.

Please let us know if you need any clarification or assistance, as we wish for this matter to be resolved.

Respectfully,  
Victoria Sage | Code Compliance Division  
City of Astoria  
(503) 338-5183  
M-F 8am -4:30pm

January 5, 2026



To: City of Astoria / Planning and Code Compliance

Re: Conditional Use Permit

Thank you for contacting us for further information on our CUP application.

In reference to your email of December 15, 2025, regarding #1- a and b, we are providing documentation of the removal of stove/oven and 220-volt termination. As for #1- c and d, we are providing photos showing the interior of our home. The basement has never been a separate dwelling unit. It has always been accessible and a functioning part of the primary dwelling with shared space. We have also attached the floor plans for both the upper level and the lower level (basement). Please consider this letter our affidavit of code compliance. We appreciate your consideration and look forward to the completion of the permit application.

Best Regards,

David H. Sundquist

Stacy A. Sundquist



PO Box 1059  
Warrenton, OR 97146

**RECEIVED**  
JAN 08 2026  
BY: \_\_\_\_\_

**Invoice**

Date	Invoice #
11/5/2025	20554

Bill To
Dave Sundquist 66 W Grand Astoria, OR 97103

P.O. Number	Terms
	Due on receipt

Project
25-1226 range outlet 66 W Grand

Quantity	Description	Price Each	Amount
1.5	Journeyman Hourly Labor 11/3/25 J. Warner	160.00	240.00
1	Job Materials Demo range receptacle and installed two duplex plugs and face plate. Demo 40 amp breaker and panel installed two 120 breakers. Cleaned up mess and checked voltage.	29.16	29.16
1	Plans and Permits Blue Minor label ELS1152854	35.00	35.00
<b>Payments/Credits</b>			\$0.00
A surcharge of 2.5% applies to credit card purchases, which is not greater than our cost			<b>Balance Due</b> \$304.16

(503)325-5000 CCB #188326

ELECTRICAL PANEL - RANGE CIRCUIT  
CONVERSION

ELS1152854 Install by  
03.17.2026  
BOGH ELECTRIC INC  
License C549  
Install date 11-3-25  
Work desc: Convert  
circuit from  
240v to 120v  
Oregon Minor Label Program

RECEIVED  
JAN 08 2026  
BY: \_\_\_\_\_



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REMOVED: OVEN/RANGE (KITCHENETTE RESTORATION)

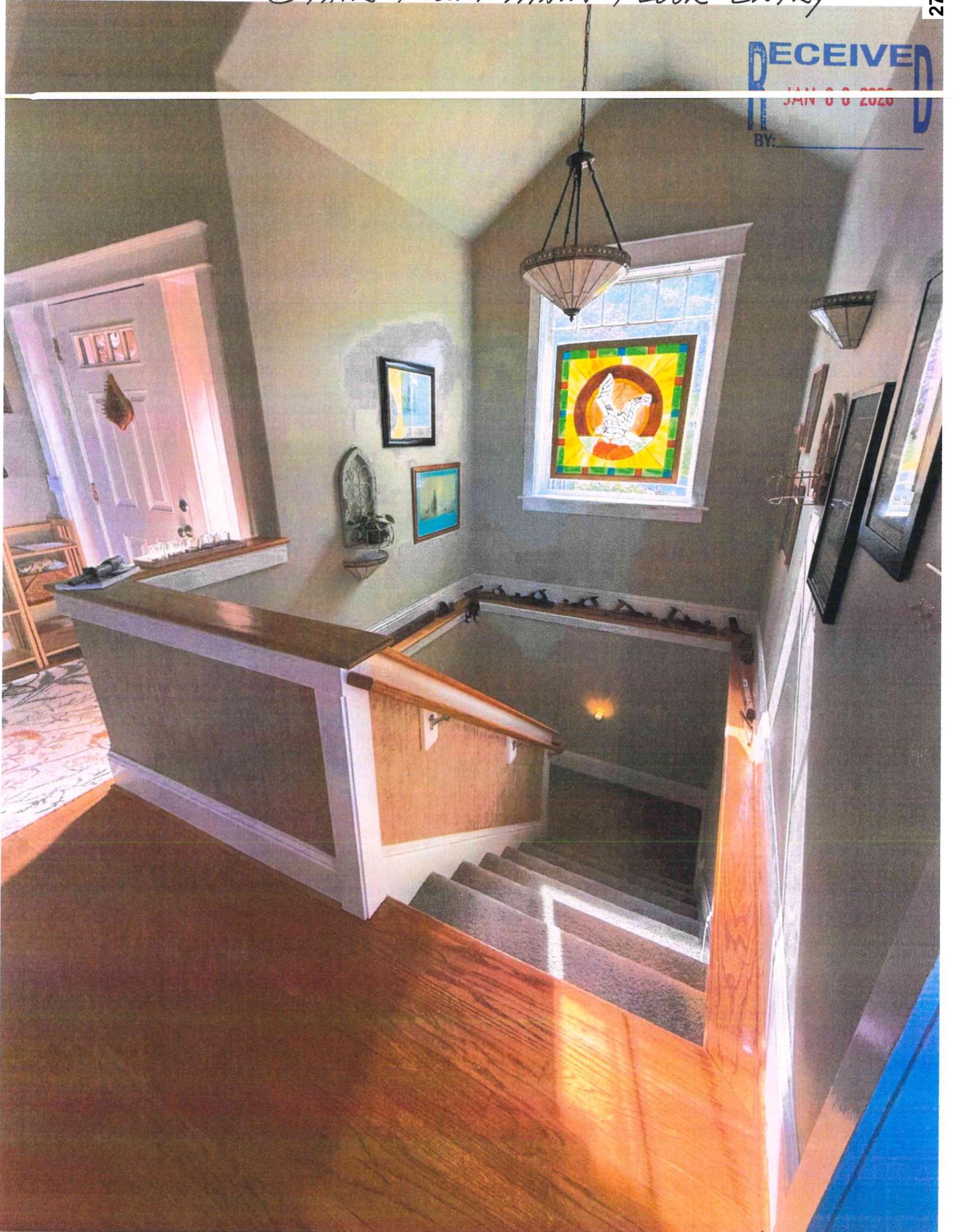
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BY: \_\_\_\_\_





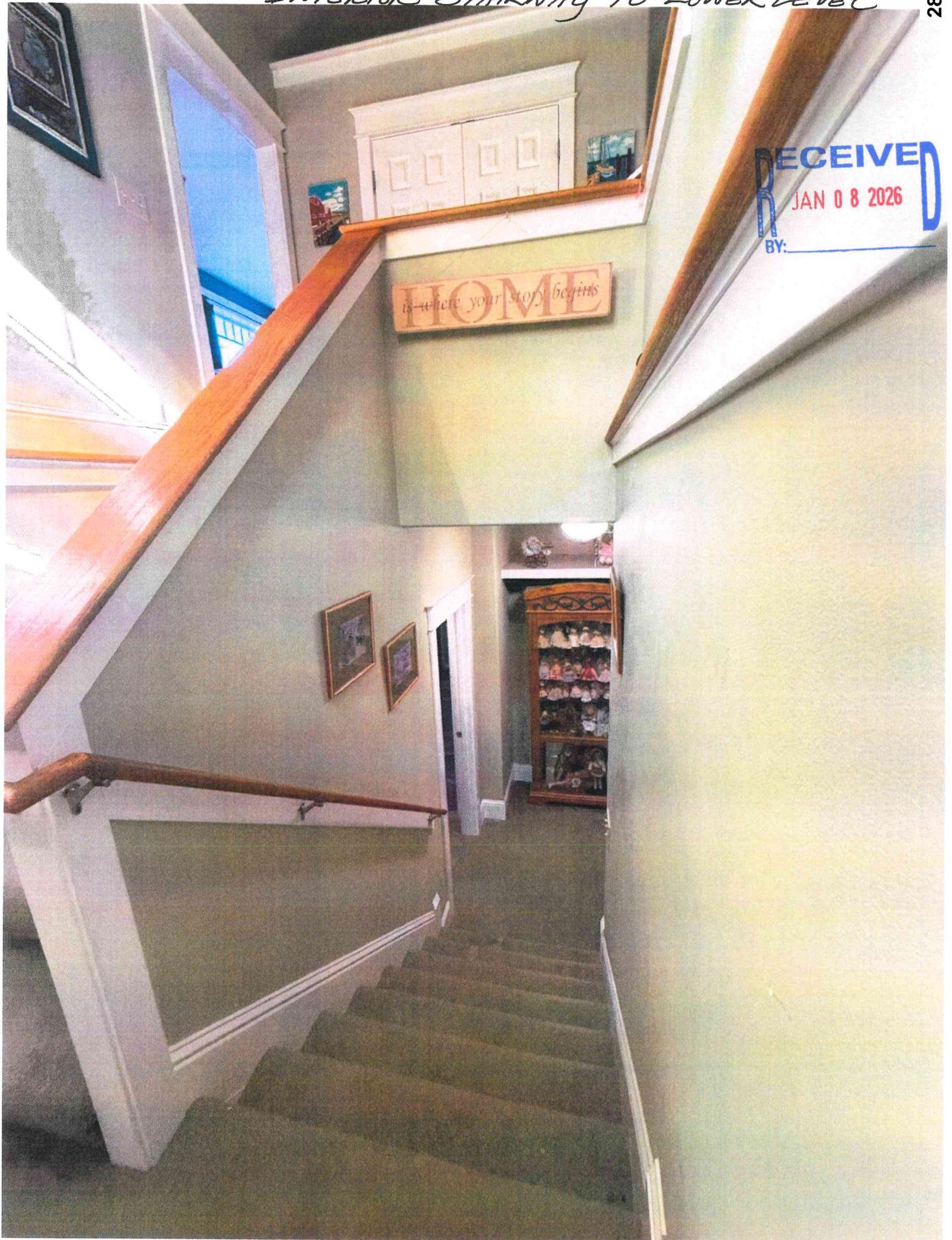
STAIR FROM MAIN FLOOR ENTRY

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JAN 08 2026  
BY: \_\_\_\_\_

HOME  
is where your story begins

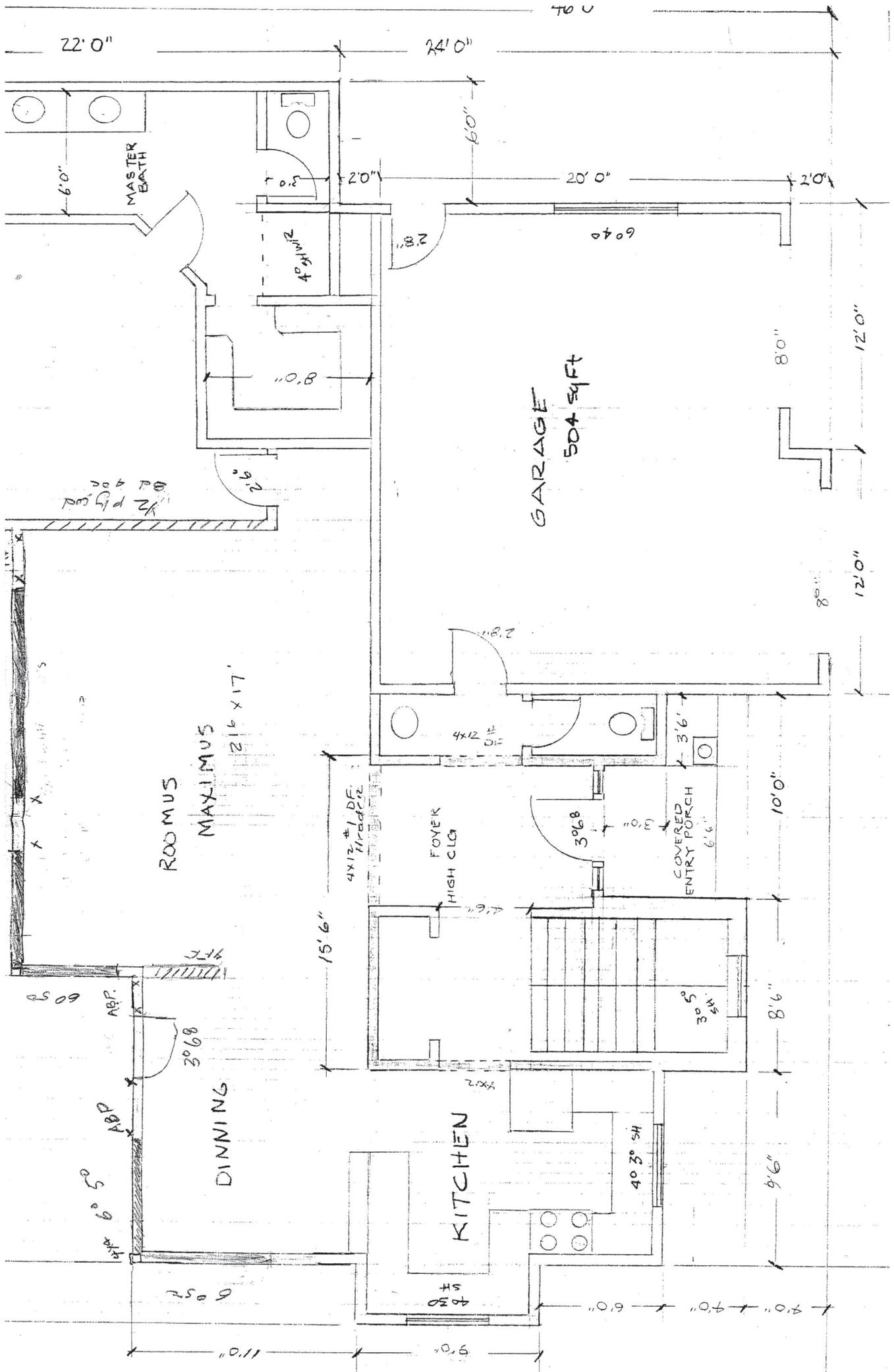


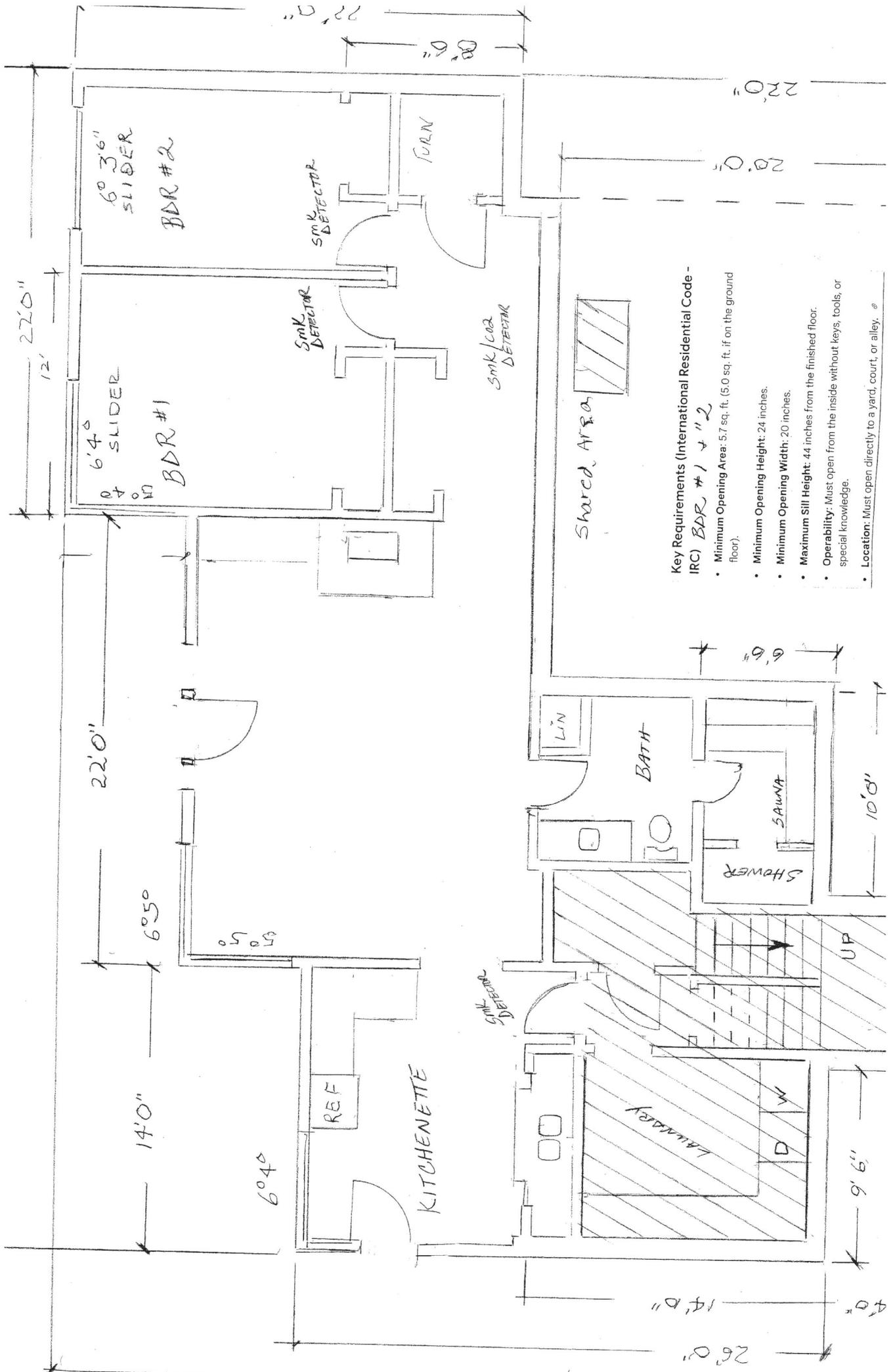
LOWER STAIRWELL - ENTRY TO LAUNDRY AND BASEMENT 29

RECEIVED  
JAN 08 2026  
BY: \_\_\_\_\_

ELEC.  
PANEL  
→







**Key Requirements (International Residential Code - IRC) BAR #1 & #2**

- Minimum Opening Area: 5.7 sq. ft. (5.0 sq. ft. if on the ground floor).
- Minimum Opening Height: 24 inches.
- Minimum Opening Width: 20 inches.
- Maximum Sill Height: 44 inches from the finished floor.
- Operability: Must open from the inside without keys, tools, or special knowledge.
- Location: Must open directly to a yard, court, or alley.

## Re: Conditional Use Application

---

**From** Samuel Peterson <speterson@astoria.gov>

**Date** Wed 2/11/2026 1:58 PM

**To** STACY SUNDQUIST <ssundquist66@msn.com>; Tiffany Taylor <ttaylor@astoria.gov>

**Cc** Planning <planning@astoria.gov>; Code Compliance <codecompliance@astoria.gov>

Sounds good. Thanks for the update.

### **Samuel Peterson**

*Associate Planner*

*City of Astoria | Community Development Department*

---

**From:** STACY SUNDQUIST <ssundquist66@msn.com>

**Sent:** Wednesday, February 11, 2026 12:27 PM

**To:** Samuel Peterson <speterson@astoria.gov>; Tiffany Taylor <ttaylor@astoria.gov>

**Cc:** Planning <planning@astoria.gov>; Code Compliance <codecompliance@astoria.gov>

**Subject:** Re: Conditional Use Application

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Samuel - thank you for the follow up and information from the Engineering Dept. We are prepared to upgrade the secondary parking area and we will contact them about submitting the Right of Way application. Take Care, Stacy

---

**From:** Samuel Peterson <speterson@astoria.gov>

**Sent:** Tuesday, February 10, 2026 11:19 AM

**To:** STACY SUNDQUIST <ssundquist66@msn.com>; Tiffany Taylor <ttaylor@astoria.gov>

**Cc:** Planning <planning@astoria.gov>; Code Compliance <codecompliance@astoria.gov>

**Subject:** Re: Conditional Use Application

Hi Stacy,

I wanted to make you aware of this now, so it doesn't come up as a surprise. The Engineering/Public Works Department did provide feedback that some improvements would be necessary for parking and vision clearance. Please see their comments below and let me know if you have any questions about them. In the comments below "secondary access" refers to the gravel parking area to the west, and "primary access" refers to the driveway/parking spaces in front of your home.

The Public Works conditions are as follows:

- Submit a Right-of-Way application to formalize the secondary access. The secondary access shall comply with Section 7.120 of the Development Code and by reference, applicable portions of Sections 2.050 –

2.100 of the City Code, Section 3.008(D) of the Development Code, and Chapter 4 of the Engineering Design Standards.

- This will require compliance with sight distance, slope, and surfacing per City standards.
- Paving of secondary approach a minimum of 12' from the existing roadway.
- Manage vegetation for sight distance compliance at primary access. Public Works staff will need to verify compliance.
- Manage vegetation or create acceptable path to allow for access to home without walking in the street.

A grading and erosion control permit may be required depending on the scope of work necessary to comply with the conditions.

Please let me know if you have any questions about this. Their feedback and the necessary improvements will be included in the staff report as conditions of approval, and the improvements would be required before a Home Stay Lodging License could be issued.

Best,

**Samuel Peterson**

*Associate Planner*

*City of Astoria | Community Development Department*

---

**From:** Samuel Peterson <speterson@astoria.gov>

**Sent:** Monday, February 9, 2026 8:20 AM

**To:** STACY SUNDQUIST <ssundquist66@msn.com>; Tiffany Taylor <ttaylor@astoria.gov>

**Cc:** Planning <planning@astoria.gov>; Code Compliance <codecompliance@astoria.gov>

**Subject:** Re: Conditional Use Application

Hi Stacy,

I'm not aware of any additional information we need at this time, however your Conditional Use request is still being reviewed for feedback by other departments. I will let you know if anything changes.

We appreciate your intent to join the APC via zoom, and will plan on your attendance. Please let us know if you have any other questions in the meantime.

Best,

**Samuel Peterson**

*Associate Planner*

*City of Astoria | Community Development Department*

---

**From:** STACY SUNDQUIST <ssundquist66@msn.com>

**Sent:** Friday, February 6, 2026 12:27 PM

**To:** Tiffany Taylor <ttaylor@astoria.gov>

**Cc:** Planning <planning@astoria.gov>; Code Compliance <codecompliance@astoria.gov>

**Subject:** Re: Conditional Use Application

Some people who received this message don't often get email from ssundquist66@msn.com. [Learn why this is important](#)

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello - We received the notice of Public Hearing regarding our Conditional Use request and appreciate the instructions for online attendance. As we had a previously planned trip, and will be out of town during that time, we will be joining the zoom option. I was just inquiring as to any further information or documentation you may need from us, so that I could deliver it to you before we leave town. Thank you for your help with this process and feel free to contact me if you have any questions. Take Care, Stacy

---

**From:** Tiffany Taylor <ttaylor@astoria.gov>  
**Sent:** Friday, December 19, 2025 10:26 AM  
**To:** STACY SUNDQUIST <ssundquist66@msn.com>  
**Cc:** Planning <planning@astoria.gov>; Code Compliance <codecompliance@astoria.gov>  
**Subject:** RE: Conditional Use Application

Hi Stacy,

Thank you for your email and updates. Take whatever time you need – I completely understand that things get busy over the holidays!

For your reference, please note the following deadlines for Planning Commission agenda items:

1. Dec. 22<sup>nd</sup>: last day to deem an application complete for the Jan. 27<sup>th</sup> meeting
2. Jan. 20<sup>th</sup>: last day to deem an application complete for the Feb. 24<sup>th</sup> meeting

It's important to note that the "completeness" deadlines are when Staff needs to review and make a completeness determination, not when an applicant should have materials turned in. Be sure to submit documents early, to leave plenty of time for staff to review our application.

If you have any questions, please feel free to reach out again.

Regards,  
Tiffany

## **TIFFANY TAYLOR**

CITY PLANNER

CITY OF ASTORIA  
COMMUNITY DEVELOPMENT DEPARTMENT  
1095 Duane Street  
Astoria OR 97103

[planning@astoria.gov](mailto:planning@astoria.gov)  
[ttaylor@astoria.gov](mailto:ttaylor@astoria.gov)

-  
503-338-5183 (phone)

---

**From:** STACY SUNDQUIST <ssundquist66@msn.com>  
**Sent:** Friday, December 19, 2025 10:05 AM  
**To:** Tiffany Taylor <ttaylor@astoria.gov>

Cc: Planning <planning@astoria.gov>; Code Compliance <codecompliance@astoria.gov>

**Subject:** Re: Conditional Use Application

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Tiffany - thanks for your response. We have the documentation you are requesting and intend to move forward with our application. With the holidays here and family from out of town staying, it's pretty busy right now, but my plan is to submit the material to the Community Development Dept. sometime before Christmas. Best Regards, Stacy

---

**From:** Tiffany Taylor <ttaylor@astoria.gov>

**Sent:** Monday, December 15, 2025 11:58 AM

**To:** [ssundquist66@msn.com](mailto:ssundquist66@msn.com) <[ssundquist66@msn.com](mailto:ssundquist66@msn.com)>

**Cc:** Planning <[planning@astoria.gov](mailto:planning@astoria.gov)>; Code Compliance <[codecompliance@astoria.gov](mailto:codecompliance@astoria.gov)>

**Subject:** Conditional Use Application

**RE: Completeness Review of Conditional Use Request Application (CU25-08)**

David and Stacy –

The City received your Conditional Use Application (CU25-08) on December 9, 2025. The request is operate a homestay lodging facility in an existing single-family dwelling at 66 W. Grand Ave. in the R-1 (low-density residential) zone.

The first step of the City process is a *completeness* review. Once an application is considered complete, City staff will conduct a deeper analysis, send out a public notice, prepare a staff report, and present the application to the Planning Commission, who will issue a decision on the request.

Upon review of the application materials received, the City has deemed your application INCOMPLETE as of December 15, 2025. Please provide the following information to complete your application:

1. This property still has an active code compliance file open. Provide documentation to the Code Compliance Specialist that the stove has been removed and that the 220 connection has been terminated at the box.
2. Provide a floor plan.

Once your application is deemed complete your request will be added to the Planning Commission's schedule for consideration. Members of the public will be given an opportunity to submit written testimony in favor, neutral, or against the application for a 21-day period. The public hearing on your request will be set on the next available agenda at least 30 days after your application is deemed complete.

State regulations require that we advise you of State mandated time lines. Oregon Revised Statutes §227.178 requires final action on certain applications within 120 days of deeming the application complete. The 120<sup>th</sup> day for your application will be determined once the application is deemed complete. With that requirement, you need to acknowledge, in writing, your intent to provide the material required to complete the application, as identified above.

Please return this acknowledgement within **30 days of the date of this letter** to the Community Development Department by email at [planning@astoria.gov](mailto:planning@astoria.gov) or by mail at 1095 Duane Street, Astoria OR 97103.

If you indicate your intent to complete the application, you will have 180 days from the date of this letter to submit the required material, in accordance with ORS 227.178. If you fail to submit the material within 180 days, your application will be deemed complete and the application will then be processed based upon the information submitted.

#### ACKNOWLEDGMENT

*Select one:*

I intent to provide the additional material identified in this correspondence to the Community Development Department.

I do not intend to provide the additional material identified in this correspondence to the Community Development Department.

If you have any questions please do not hesitate to contact me.

Regards,  
Tiffany

**TIFFANY TAYLOR**

CITY PLANNER

CITY OF ASTORIA  
COMMUNITY DEVELOPMENT DEPARTMENT  
1095 Duane Street  
Astoria OR 97103

[planning@astoria.gov](mailto:planning@astoria.gov)  
[ttaylor@astoria.gov](mailto:ttaylor@astoria.gov)

503-338-5183 (phone)

**AB1623  
CITY OF ASTORIA  
NOTICE OF PUBLIC HEARING**

The City of Astoria Planning Commission will hold a public hearing on Tuesday, February 24, 2026, at 5:30 p.m. in the Astoria City Hall, Council Chambers, 1095 Duane Street, Astoria, OR. The purpose of the hearing is to consider the following requests:

- 1 Conditional Use Request (CU25-06) by David and Stacy Sundquist to operate a two-bedroom home stay lodging within an existing single-family dwelling at 66 W. Grand Avenue (Map T8N R9W Section 7DC, Tax Lot 9200, Lots 7 and 8, Block 2, West Hills) in the R-1 Zone. Astoria Development Code Sections 2.015-2.050, Articles 7, 9 & 11, Astoria Comprehensive Plan Sections CP.030 to CP.035, CP .203, CP.206, CP.220 and City Code Sections 8.000-8.035, 8.045 and 8.750-8.800 are applicable to the request.
- 2 Temporary Conditional Use Request (TCUP-26-01) by Anthony Barran to operate a temporary eating and drinking establishment at the west end of Pier 1, Port of Astoria (northeast corner of tax lot 810130000100) in the S-1 Zone. Astoria Development Code Sections 2.650-2.665, Articles 3, 7, 9 & 11 and Astoria Comprehensive Plan Sections CP.037 to CP.038 and CP.200 are applicable to the request.
- 3 Amendment Request (A26-01) by the Community Development Director, to amend the Astoria Development Code (ADC) to modernize signage regulations in the Health Care (HC) Zone—generally between 18th and 26th Streets and Exchange and Franklin—and make broader administrative and technical updates across the ADC. The proposed changes include establishing hospital-specific sign standards for Columbia Memorial Hospital as a regional medical campus; expanding allowances for signage that improve wayfinding, public safety, and visibility; and revising Article 8 and other ADC provisions to improve clarity, internal consistency, and alignment with state law. The following criteria apply: ADC Articles 1, 2, 8, 9, and 10, and Comprehensive Plan Sections CP.010–CP.028 and CP.040–CP.045.

For information, contact the Community Development Department at (503) 338-5183, by email at [planning@astoria.gov](mailto:planning@astoria.gov), or by mail: 1095 Duane Street, Astoria, OR 97103. The hearing location is accessible to persons with disabilities. To request an interpreter or accommodations under ORS 192.630, contact the Community Development Department at least 48 hours in advance. The Planning Commission may continue the hearing to a future date. If continued, no additional public notice will be provided.

THE CITY OF ASTORIA  
Tresa Abke, Administrative Assistant  
**PUBLISHED: February 14, 2026**



# CITY OF ASTORIA

Founded 1811 • Incorporated 1856

Community Development Department

1095 Duane Street • Astoria, OR 97103 • Phone 503-338-5183 • [www.astoria.gov](http://www.astoria.gov) • [planning@astoria.gov](mailto:planning@astoria.gov)

## NOTICE OF PUBLIC HEARING

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

To participate remotely in public hearings, go to [https://www.astoria.gov/LIVE\\_STREAM.aspx](https://www.astoria.gov/LIVE_STREAM.aspx) for connection options and instructions (refer to page 2 of this notice). You may also use a telephone to listen in and provide public testimony. At the start of the meeting, call (253) 215-8782 and when prompted enter meeting ID# 503 325 5821.

The **Astoria Planning Commission** will hold a public hearing on **Tuesday, February 24, 2026** at 5:30 p.m. at the Astoria City Hall, Council Chambers, 1095 Duane Street, Astoria. The purpose of the hearing is to consider the following requests:

1. Conditional Use Request (CU25-08) by David and Stacy Sundquist to operate a two-bedroom home stay lodging within an existing single-family dwelling at 66 W. Grand Avenue (Map T8N R9W Section 7DC, Tax Lot 9200, Lots 7 and 8, Block 2, West Hills) in the R-1 (Low Density Residential) Zone. Astoria Development Code Sections 2.015-2.050 (R-1 Zone), Articles 7 (Off-Street Parking and Loading); 9 (Administrative Procedures); 11 (Conditional Uses); Astoria Comprehensive Plan Sections CP.030 to CP.035 (West End Area); CP .203 (Economic Development Goal 4); CP.206 (Economic Development Goal 7); CP.220 (Housing Policies) and City Code Sections 8.000-8.035 (General Occupational Tax); 8.045 (Transient Room Taxes) and 8.750-8.800 (Home Stay Lodging License) are applicable to the request.
2. Temporary Conditional Use Request (TCUP-26-01) by Anthony Barran to operate a temporary eating and drinking establishment at the west end of Pier 1, Port of Astoria (northeast corner of tax lot 810130000100) in the S-1 (Marine Industrial Shorelands) Zone. Astoria Development Code Sections 2.650-2.665 (S-1 Zone), Articles 3 (Temporary Uses) 7 (Off-Street Parking and Loading); 9 (Administrative Procedures); 11 (Conditional Uses); and Astoria Comprehensive Plan Sections CP.037 to CP.038 (Port Area); and CP.200 (Economic Development Goal 1) are applicable to the request.

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

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

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

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

THE CITY OF ASTORIA

MAILED: January 30, 2026



Tresa Abke  
Administrative Assistant

Public Hearings are held in the City Council Chambers at City Hall, 1095 Duane Street, Astoria.

Check dates, times and location at: [www.astoria.gov](http://www.astoria.gov)

You may also view/listen and fully participate remotely by using the following connection options:

## ONLINE MEETING

At start of our Public Meetings you will be able to join our online ZOOM meeting using your **mobile or desktop device** and watch the live video presentation and provide public testimony.

Step #1: Use this link: <https://www.astoria.gov/zoom/>

Step #2: Install the Zoom software on your mobile device, or join in a web browser

Step #3: If prompted, enter the Meeting ID number: 503 325 5821

*Note: Your device will automatically be muted when you enter the online meeting. At the time of public testimony, when prompted you may choose to select the option within the ZOOM software to "raise your hand" and notify staff of your desire to testify. Your device will then be un-muted by the Host and you will be called upon, based on the name you entered within the screen when you logged in.*

## TELECONFERENCE

At start of our Public Meetings you will be able to **dial-in using your telephone** to listen and provide public testimony.

Step #1: Call this number: [253-215-8782](tel:253-215-8782)

Step #2: When prompted, enter the Meeting ID number: 503 325 5821

*Note: Your phone will automatically be muted when you enter the conference call. At the time of public testimony, when prompted, you may dial \*9 to "raise your hand" and notify staff of your desire to testify. Your phone will then be un-muted by the Host and you will be called upon based on your phone number used to dial-in.*



## TEMPORARY USE PERMIT APPROVAL

### Sip & Shuck Pop-Up, Port of Astoria

**Prepared for:** Astoria Planning Commission

**Prepare by:** Samuel Peterson, Associate Planner

**TUP No.:** TUP-26-01

**Property Address:** Pier 1, Port of Astoria

**Tax Lot:** 810130000100

**Zoning:** S1 - Marine Industrial Shorelands

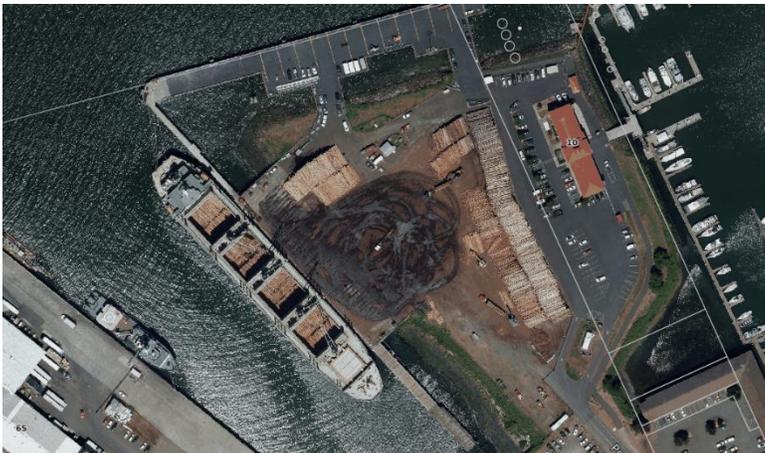
**Property Owner / Sponsor:** Port of Astoria

**Expiration Date:** One (1) year from Final Decision unless extended per Astoria Development Code 3.240

---

### I. REQUEST AND DESCRIPTION

This Temporary Use Permit (TUP 26-01) authorizes the applicant, Antony Barran, to seasonally operate a temporary commercial installation named “Sip & Shuck” on Port of Astoria-owned property. The proposal consists of repurposed shipping containers and outdoor seating arranged to support seafood retail, dining, and alcohol service, along with a mobile food truck. The site is intended to operate from March through November 2026, generally Thursday through Monday, with activation aligned to cruise ship docking schedules.



**II. APPLICABLE APPROVAL CRITERIA** - This Temporary Use Permit has been reviewed based on the following applicable provisions of the Astoria Development Code (ADC):

- **ADC Section 2.500 – 2.515 – S-1: Marine Industrial Zone**, which governs uses in the waterfront area and permits temporary commercial uses compatible with adjacent maritime operations.
- **ADC Section 3.240 – Temporary Use Provisions**, which governs non-permanent installations and activities involving minimal capital investment, removable infrastructure, and limited duration (typically up to one year). A Temporary Use is also classified as a conditional use per ADC 2.660.
- **ADC Section 9.100 – Permit Extensions**, which applies if the applicant requests a time extension prior to expiration.
- **ADC Article 11 – Conditional Uses**, which governs Conditional uses and allows the Astoria Planning Commission (APC) to impose additional standards, requirements, and conditions which it considers necessary to protect the best interest of the surrounding property or the City as a whole.
- **City of Astoria Public Works and Engineering Standards**, for utility connections, stormwater control, and site access.
- **City Fire Marshal and Oregon Fire Code standards**, for temporary occupancy and life safety compliance.

In addition, as the property owner, the **Port of Astoria** must provide written authorization for use of infrastructure, access, utilities, and dock-adjacent space as a condition of activation.

### III. FINDINGS

1. The proposed *Sip & Shuck* installation qualifies as a Temporary Use under Astoria Development Code (ADC) Section 3.240, involving removable structures and no permanent site modifications. It aligns with the City’s strategic goals to activate underutilized waterfront spaces, foster seasonal economic activity, and support tourism uses—including those associated with the cruise ship industry.
2. The subject site is zoned S-1: Marine Industrial Shorelands and is located within an active Port district adjacent to cruise and industrial operations. To ensure compatibility, the temporary use must be carefully coordinated with the Port of Astoria and emergency service providers to avoid operational conflicts, preserve secure access routes, and protect ongoing maritime functions.
3. Successful implementation also depends on adequate utility service, appropriate anchoring of temporary structures, and clear ingress/egress plans. Continued coordination with City departments and Port personnel is essential to address fire safety, access control, and site serviceability.

### IV. CONDITIONS OF APPROVAL

This Temporary Use Permit is approved subject to the following conditions, which are intended to ensure consistency with the Astoria Development Code, protection of public health and

safety, compatibility with Port and cruise operations, and continued access for emergency services and essential utilities:

### **Planning**

- 1) A detailed site plan showing all structures, access points, utility connections, and circulation paths shall be submitted to the Community Development Department for review and approval prior to installation. The approved site plan will be incorporated into this Temporary Use Permit by reference and shall govern the physical layout and site configuration of the temporary use.
- 2) Written approval from the Port of Astoria is required prior to site activation and must explicitly allow use of Port infrastructure, utilities, and physical access points.
- 3) Any signage must comply with applicable City standards found in ADC Article 8. Separate sign permits may be required.
- 4) This TUP shall expire February 27, 2027. Applicant may request an extension per ADC 9.100 prior to expiration. Extension or renewal of this Temporary Use Permit is discretionary and shall not be presumed. Any request for continuation must demonstrate compliance with all conditions of approval. The City may modify, add, or remove conditions upon renewal to address operational impacts or changes in applicable regulations.
- 5) Operational Intensity. The use shall operate only during hours approved by the City. Amplified sound, live entertainment, special events, or expanded seating areas beyond the approved site plan require additional City approval prior to implementation.

### **Building**

- 6) All containers shall be properly anchored or stabilized according to the required specifications or manufacturer guidelines. Compliance with the Oregon Structural Specialty Code or other applicable building codes is required.
- 7) Before installation of any temporary facilities, plans will be provided to the Building Official for approval at least five (5) business days prior to installation. The Building Official may choose to conduct an inspection that requires his approval before, during, or after installation of any temporary facilities.
- 8) Any plumbing, mechanical, or electrical work requires separate permits and inspections in accordance with the Oregon Structural Specialty Code.
- 9) Restroom facilities shall be provided and the path of travel to such facilities shall not exceed 500 feet as required by Oregon Structural Specialty Code Section 2902.

### **Engineering**

- 10) All utilities, drainage, and temporary service connections shall be reviewed and approved by the City Engineer and coordinated with the Port of Astoria prior to installation.
- 11) The applicant shall be responsible for repair or replacement of any damage to City or Port infrastructure resulting from installation, operation, or removal of the temporary use.

## Fire Marshal

- 12) Prior to occupancy, the applicant shall submit a **site-specific Safety and Emergency Access Plan** for review and approval by the Fire Marshal. The use shall not interfere with pedestrian, vehicle, or emergency access to adjacent cruise ship or Port operations, and all designated access routes shall remain unobstructed at all times.
- 13) The Safety and Emergency Access Plan shall, at a minimum, address the following:
  - a) Identified 24-hour emergency ingress and egress routes, including site unlocking or gate access protocols.
  - b) Emergency utility shutoff locations and procedures.
  - c) Clear and maintained access paths around and between all containers, vehicles, and seating areas.
  - d) Fire extinguisher placement and any required cooking or flammable materials protection measures.
- 14) A Fire Marshal inspection and approval is required prior to site activation and at any time thereafter upon request by the City.

## General Conditions - All Departments

- 15) If site conditions, operational characteristics, or applicable regulations materially change in a manner that could affect compliance with this Temporary Use Permit or applicable codes, the City may require the applicant to submit revised plans or obtain additional approvals from relevant departments, limited to those changes, to ensure continued compliance.
- 16) If any previously approved plans required by this staff report are modified, revised plans clearly showing the changes must be submitted to the appropriate City official or department for re-approval.
- 17) Approval of this Temporary Use Permit does not grant authorization to use Port of Astoria infrastructure, utilities, or facilities except as separately approved by the Port. The City assumes no operational or maintenance responsibility for Port-owned property.
- 18) The City may suspend or revoke this Temporary Use Permit upon violation of any condition of approval, creation of a public safety hazard, or failure to maintain required approvals from the Port of Astoria.
- 19) Separate permits and inspections required by building, fire, engineering, or other applicable regulations may be subject to adopted City fees.

### Note:

- A. Appeals.

ADC §9.040.B, Appeals, Commission or Committee Decision, states *“A decision of the Commission or Committee concerning a quasi-judicial land use matter may be appealed to the City Council by the applicant, a party to the hearing, or by a party who responded in writing, by filing an appeal within 15 days of the mailing of the Order. The notice of appeal filed with the City shall contain the information outlined in Section 9.040(D).”*

TUP26-01 | Sip & Shuck | Port of Astoria

Page 4 of 5

B. Conditions of Approval.

ADC §9.060, Compliance With Conditions Of Approval states, *“Compliance with conditions established for a request and adherence to the submitted plans, as approved, is required. Any departure from these conditions of approval and approved plans constitutes a violation of this Code. See Section 1.010 of the Astoria City Code concerning penalties.*

*Amendments to existing permit conditions and/or approved plans may be allowed as follows:*

- A. Minor changes that would have no impact or minimal impact to the design, use, or location of the project shall be reviewed administratively as a Type I permit.*
- B. All other proposed changes shall be reviewed as an administrative Type II permit or as a Type III permit as determined by the Community Development Director.”*

**V. APPROVALS**

*/s/ Samuel Petersons*

Samuel Peterson, Associate Planner

Date: February 24, 2026

South access gate looking north



Cargo terminal area looking north



Cargo terminal area looking west



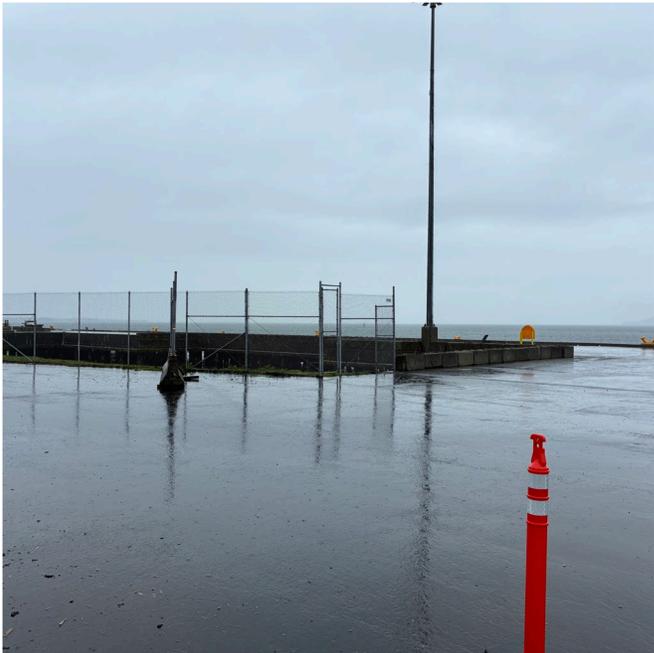
South access gate looking north



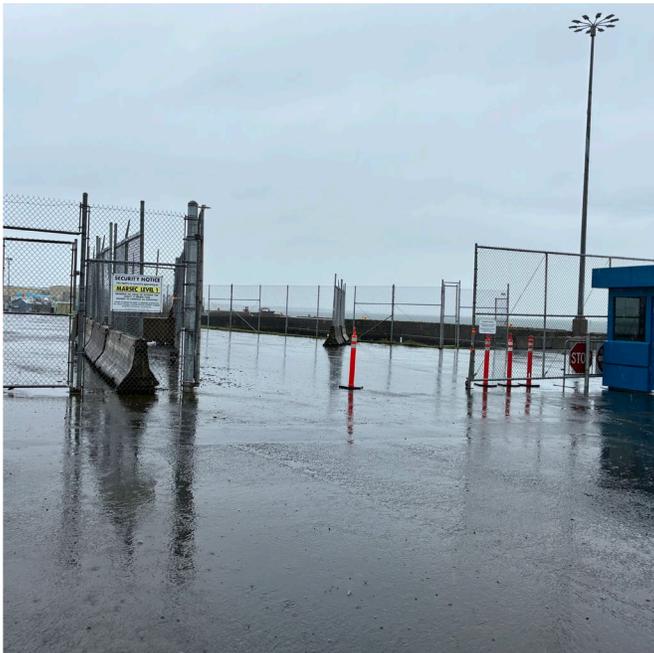
Cargo terminal looking southwest



Cruise/ship terminal looking north



Cruise/ship terminal access gate





CITY OF ASTORIA  
Founded 1811 • Incorporated 1856  
COMMUNITY DEVELOPMENT

TUP 26-01

Fee Paid Date: 1/29/26 Method: CC Fee: \$350.00 \$350.00/46

TEMPORARY USE APPLICATION  
In accordance with Astoria Development Code (ADC) Section 3.240

Property Address: 100-108 POORWAY ST., ASTORIA, OREGON

Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_  
Map \_\_\_\_\_ Tax Lot \_\_\_\_\_ Zone S-1

Applicant's Name: ANTONY BARRAN

Mailing Address: P.O. Box 1193 Ocean Park, WA 98640

Phone: 818-324-3530 Business Phone: \_\_\_\_\_ Email: abe.willapawild.com

Signature of Applicant: [Signature] Date: 28 Jan 2026

Property Owner's Name: PORT OF ASTORIA

Mailing Address: 422 GATEWAY AVE, STE. 100 ASTORIA, OR

Phone: \_\_\_\_\_ Business Phone: 503-741-3300 Email: mmcgrath@portofastoria.com

Signature of Property Owner: [Signature] Date: \_\_\_\_\_  
Received Email Auth. - SP

Describe the temporary use in detail (provide attachments if more space is needed):  
See attached document

Start & End Date: APRIL-31 OCTOBER Days & Hours of Operation: 11-8pm

Will you need signage/advertising? yes

Are you using the entire building or lot? yes

Proposed Number of Off-Street Parking Spaces: 100+

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

For office use only:			
Application Complete:		Permit Info Into D-Base:	
Labels Prepared:		Tentative APC Meeting Date:	
120 Days:		Type II / Planner:	

**FILING INFORMATION:** A pre-application meeting with a planner may be required prior to the acceptance of the application. A planner will review your submittals and determine if your proposal will be reviewed by Staff, or by the Astoria Planning Commission (APC), as outlined in Development Code Sections §11.010-11.070. For proposals triggering APC review, meetings are typically held at 5:30 p.m. on the fourth Tuesday of each month. Complete applications must be received by the 13th of the month to be considered for the following month's APC agenda (allowing for public noticing period). Your attendance at the APC meeting is recommended. Application submittal gives permission to City Staff to access the property for necessary site visits, i.e., posting of public hearing notices, photos, etc.

---

Explain in detail how your proposal meets each of the following criteria as described in the City of Astoria's Development Code, Article 11 (attach additional pages/documents as necessary)

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

*see attached document*

---

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

*see attached document*

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

*see attached document*

---

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

*see attached document*

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

*see attached document*

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

*City Hall • 1095 Duane Street • Astoria OR 97103 • Phone (503)338-5183  
planning@astoria.gov • www.astoria.gov*

## Describe the temporary use in detail

**Sip & Shuck** is a seasonal, temporary food and beverage experience located at **Pier 1 Astoria West Marina**. The use is designed to serve visitors, including cruise passengers and local residents, by showcasing Pacific Northwest seafood and regional beverages in a casual, educational, and low-impact format.

The operation will feature a limited-menu oyster and seafood offering, paired with Oregon wine and beer served under a temporary alcohol license, subject to State of Oregon approval. The experience emphasizes local sourcing, maritime heritage, and visitor engagement. No permanent structures are proposed. Any service counters, seating, or signage will be temporary and removable at the conclusion of the season.

The use is seasonal only and is intended to complement existing waterfront activities while activating underutilized marina space during peak tourism months.

**Start & End Date:** April 1 – November 1

**Days & Hours of Operation:** To align with marina activity and cruise schedules; generally daytime and early evening hours

**Signage/Advertising:** Limited, temporary signage associated with the operation

**Use of Site:** Partial use of the Pier 1 marina area only

**Proposed Off-Street Parking:** Utilizes existing marina and nearby public parking. No new parking construction proposed

**Peak Daily Guest Volume:** Approximately 100 guests on peak cruise days

## ADC §11.030(A)(1) – Appropriateness of the use at the location

The proposed temporary use is appropriate for the Pier 1 Astoria West Marina due to its waterfront setting, existing tourism orientation, and proximity to cruise ship activity. The location is easily accessible to visitors on foot from the cruise terminal and marina facilities. Similar visitor-serving uses exist in the surrounding area, and the temporary nature of the project ensures flexibility without long-term land use impacts. The marina setting is well suited to a seafood-focused experience that reflects Astoria's maritime identity.

## ADC §11.030(A)(2) – Adequacy of site layout and transportation activities

The site layout relies entirely on existing access points, pedestrian circulation patterns, and parking infrastructure. No changes to traffic flow, access drives, or emergency routes are proposed. Guest arrival will be primarily pedestrian, particularly from cruise ships and nearby waterfront activity. Service, loading, and waste removal will be managed during off-peak hours to avoid congestion. The proposed use will not interfere with marina operations, emergency vehicle movement, or public access.

---

### **ADC §11.030(A)(3) – Utilities and public services**

The temporary use will not overburden water, sewer, storm drainage, fire, or police services. The scale of the operation is modest, and all activities are consistent with existing marina utility capacity. Fire safety protocols will be observed, and no open flames or permanent utility modifications are proposed without proper permits and approvals. Waste will be handled through existing refuse systems.

---

### **ADC §11.030(A)(4) – Physical characteristics of the site**

The marina site is already developed and suitable for the proposed temporary use. No grading, excavation, or alteration of soils or topography is required. The operation will utilize flat, stable, previously improved surfaces appropriate for temporary food service and seating.

---

### **ADC §11.030(A)(5) – Landscaping and buffering**

No new landscaping or permanent buffers are required due to the temporary and seasonal nature of the use. The operation will maintain appropriate separation from adjacent marina activities and will not introduce noise, lighting, or visual impacts beyond normal marina and tourism conditions.



## **\*\*PRE-APPLICATION PACKAGE**

Sip & Shuck / Astoria Cruise Terminal Culinary Experience\*\*

Prepared for: City of Astoria – Planning, Building, Engineering, Fire Marshal & Code Compliance

Prepared by: **Antony Barran, President – BCO Consulting**

Phone: 818-324-3530

---

### **1. Project Overview**

The **Sip & Shuck** initiative is a seasonal, experiential food and beverage destination located adjacent to, or within, the Astoria Pier One complex. Its purpose is to showcase the extraordinary culinary resources of the Lower Columbia River region through seafood retail, on-site food and beverage service, and immersive culinary programming.

The project draws on the experiential success model of **Oysterville Sea Farms** and the regional culinary heritage celebrated by **James Beard**, who was shaped significantly by Astoria and the surrounding coastal region.

Sip & Shuck will serve both cruise guests seeking short-format experiences and local visitors interested in the region’s seafood, culture, and regenerative fisheries. Experiences will focus on oysters, Dungeness crab, salmon, regional produce, artisanal goods, and chef-driven educational content.

---

### **2. Operating Timeline & Duration**

#### **Seasonal Activation Window**

- **Primary operating season:** *April 1 – October 31*
- **Peak months:** June through September

- **Operations sync with cruise arrival calendar; open on all cruise ship days**

#### **Daily Hours (Seasonal)**

- **10:00 a.m. – 8:00 p.m.** on cruise ship days
- **11:00 a.m. – 6:00 p.m.** on non-cruise days (subject to Port coordination)

#### **Project Duration**

The City indicated potential review under a **Temporary Use Permit (TUP)**. We are prepared to operate under:

- **Initial TUP:** One-season pilot
  - **Renewal:** Potential annual renewal if program is successful
  - **Long-term plan:** Evaluate feasibility of a permanent structure in partnership with the Port and the hotel developer (outside scope of this pre-app)
- 

### **3. Description of Services**

#### **A. Seafood Retail**

- Fresh oysters (Willapa Bay + regional partner farms)
- Dungeness crab (cooked + cleaned options)
- Salmon, rockfish, lingcod, and seasonal species from local fishermen
- Value-added products: smoked oysters, infused oils, sauces, marinades
- Educational retail: recipe cards, seafood guides, chef merchandise

#### **B. On-Site Food & Beverage**

##### **Food Service**

- Oyster bar (raw, grilled, and specialty preparations)
- Crab rolls, salmon collars, chowders
- Seasonal vegetable sides highlighting local farms
- One food truck (or small commissary container) supporting hot food

##### **Beverage Service**

- Regional wines, craft beer, hard cider

- Non-alcoholic craft sodas and shrubs
- Wine Enthusiast–curated tasting elements (internationally recognized media partner)

### **C. Educational Programming**

- Daily chef-led oyster tastings
- Short-format cooking demonstrations
- Seafood sustainability education
- James Beard heritage interpretation opportunities (pending formal partnership)

### **D. Staffing Plan**

- **Core staff:** 10–14 during peak season
  - **Roles:** Culinary staff, shuckers, retail associates, educators, operations lead
  - **Local hiring priority** with training programs offered
- 

## **4. Physical Layout & Scale**

### **Overall Footprint**

A modular layout designed for seasonality, flexibility, and quick removal—consistent with TUP requirements.

### **Proposed Components**

1. **Two to three modified shipping containers**, used as:
  - Retail & checkout
  - Beverage service
  - Cold storage and prep (depending on utility access)
2. **One food truck**
3. **Outdoor seating**
  - 40–60 seats
  - Combination of picnic tables, bistro tables, and standing rails
4. **Event / Demonstration Area**

- Small covered platform for chef demos and tastings
5. **Shade structures** and windbreak panels (removable, temporary)

### **Aesthetic & Safety Notes**

- Containers finished in maritime colors consistent with terminal environment
  - All structures meet or exceed fire and life-safety codes
  - Clear pedestrian circulation paths for cruise traffic
- 

## **5. Anticipated Utilities / Infrastructure Needs**

### **Electrical**

- Power for refrigeration, POS, lighting, demo equipment, small kitchen appliances
- Standard 120/240v hookups; will work with Engineering to confirm load

### **Water**

- Handwashing stations
- Limited food-prep support
- Cleaning/sanitation

### **Sewer / Wastewater**

- Greywater disposal for handwashing + food trucks (pumped to approved locations)
- Coordination with food truck operator and City requirements
- No raw seafood by-products dumped into wastewater; oyster shells removed daily

### **Solid Waste**

- Shell buckets (daily haul to Willapa Wild's processing location)
- Composting and recycling integrated on-site

### **Restrooms**

- Use of terminal facilities or temporary ADA-compliant restrooms if required

### **Fire / Life Safety**

- Food truck compliant with hood suppression rules

- Proper spacing between containers per Fire Marshal guidance
  - LP gas restrictions followed if applicable
- 

## **6. Site Use, Exclusivity, & Staging Needs**

### **Site Use**

- No expectation of exclusive long-term control beyond the TUP window
- Collaboration with the Port and terminal operators to align with cruise ship traffic patterns
- No permanent footings, foundations, or fixtures proposed

### **Daily Staging Requirements**

- Early-morning seafood delivery (typically 7–9 a.m.)
- Ice, shell recycling, and refuse handled daily
- Food truck resupply via designated vehicle access route

### **Traffic & Pedestrian Flow**

- Designed to complement—not hinder—cruise traffic
- Queueing zones established away from ADA paths

### **Noise & Odor Control**

- Very low noise profile
  - Oyster/seafood operations pose minimal odor impact with proper shell management practices
- 

## **7. Compliance & Anticipated Review Path**

Based on the City’s preliminary guidance, the project appears eligible for:

### **Temporary Use Permit (TUP)**

- Seasonal activation
- Removable structures
- Limited infrastructure footprint

---

## 8. Attachments

- **Attachment A:** High-level site plan (draft)
- **Attachment B:** Sample menu

---

## 9. Summary for City Staff

Sip & Shuck is a **seasonal, low-impact, high-value activation** designed to elevate the Astoria Cruise Terminal experience; support local fishermen, farmers, and producers; and strengthen Astoria's culinary identity.

It is modular, temporary, compliant, and fully aligned with the Port's economic-development objectives.

Our team welcomes coordinated feedback from Planning, Building, Engineering, Fire, and Code Compliance to finalize the ideal configuration for a successful 2026 pilot season.



Attachment B

## **SIP & SHUCK – DRAFT MENU (HYBRID MODEL)**

### ***A Pacific Northwest Seafood Bar by Oysterville Sea Farms***

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#### **RAW BAR**

##### **Oysters on the Half Shell**

- **Willapa Wild Pacifics** – clean, briny, mineral finish
- **Daily West Coast Features** – rotating guest farms

##### **Served with:**

mignonette, lemon, horseradish, smoked-chili vinegar

*Add house pickled kelp*

---

#### **GRILLED OYSTERS**

*(Signature OSF preparations)*

- **Garlic–Herb Butter**
- **Chili–Lime & Cilantro**
- **Smoked Brown Butter & Sea Salt**
- **Baja Fire** — chili oil, lime, and smoked paprika
- **Olympia Reserve** — herb oil, lemon ash, and seaweed flakes

*Served 3 or 6 per order.*

---

#### **CRAB & SHELLFISH**

##### **Oysterville Sea Farms Clam Chowder**

A coastal-style clam chowder featuring fresh local clams in a creamy, delicately seasoned broth.

##### **Pacific Dungeness Crab Roll**

Warm buttered roll, fresh-picked crab, lemon aioli, celery, chives  
*Also available cold + crisp apple & fennel*

### **Crab Cakes (2)**

Lightly pan-fried, served with smoked-chili remoulade

### **Steamed Dungeness Crab (Market)**

½ or whole crab, drawn butter, lemon, sea salt

### **Fried Crab Claws (High-volume cruise item)**

Crispy dredge, Old Bay aioli

---

## **SEAFOOD MAINS**

### **Fish & Chips**

Local Black Cod or Hake, light batter, OSF tartar, fries

### **Grilled Salmon Plate**

Chimichurri, roasted potatoes, seasonal vegetables

### **Blackened Rockfish Sandwich**

Crisp lettuce, tomato, dill pickle, lemon aioli

### **Fried Oyster Po'Boy**

Crispy Willapa oysters, slaw, pickles, spicy remoulade

### **Fisherman's Bowl (OSF Classic)**

Cold-shucked oysters, rice, greens, scallions, sesame, smoked soy dressing

### **Crab & Noodle Bowl**

Rice noodles, herbs, chili-lime broth, crab, scallions

---

## **FRIED FAVORITES**

*(Operationally simple, high-margin crowd pleasers)*

- **Fried Oysters** (4 or 8)

- **Crispy Fish Bites**
  - **Calamari with Lemon Pepper**
  - **French Fries / Sea Salt Chips**
- 

## **TERRESTRIAL OPTIONS**

*(Light, strategic additions for non-seafood eaters)*

### **Astoria Smash Burger**

Two patties, cheddar, caramelized onions, house sauce, pickle

### **Crispy Chicken Sandwich**

Buttermilk fried chicken, slaw, spicy aioli

### **Vegetarian Option**

Grilled mushroom & Swiss melt OR crispy tofu bowl (choose based on infrastructure)

---

## **SIDES**

- Seasonal slaw
  - Seaweed salad
  - Old Bay fries
  - Grilled seasonal vegetables
  - Bread & butter
- 

## **DESSERTS**

*(Modular; no hood needed)*

- Marionberry hand pies
  - Salted caramel cookie
  - “Foggy Coast” soft-serve (vanilla + marionberry swirl, if machine is allowed)
-

## **BEVERAGES (DRAFT)**

### **Beer, Cider & Wine**

- Buoy Beer
- Fort George Brewery
- Local dry cider
- Regional Pinot Gris, Chardonnay, Rosé, Pinot Noir

### **Zero-Proof**

- House-made berry shrub soda
- Ginger lemonade
- Iced tea

### **Coffee (Optional)**

- Local roaster drip + cold brew
- 

## **SIGNATURE EXPERIENCES**

### **The James Beard Oyster Flight**

3 oysters, 3 preparations, quick origin story + tasting notes  
*(Perfect for cruise guests with 20–30 minutes)*

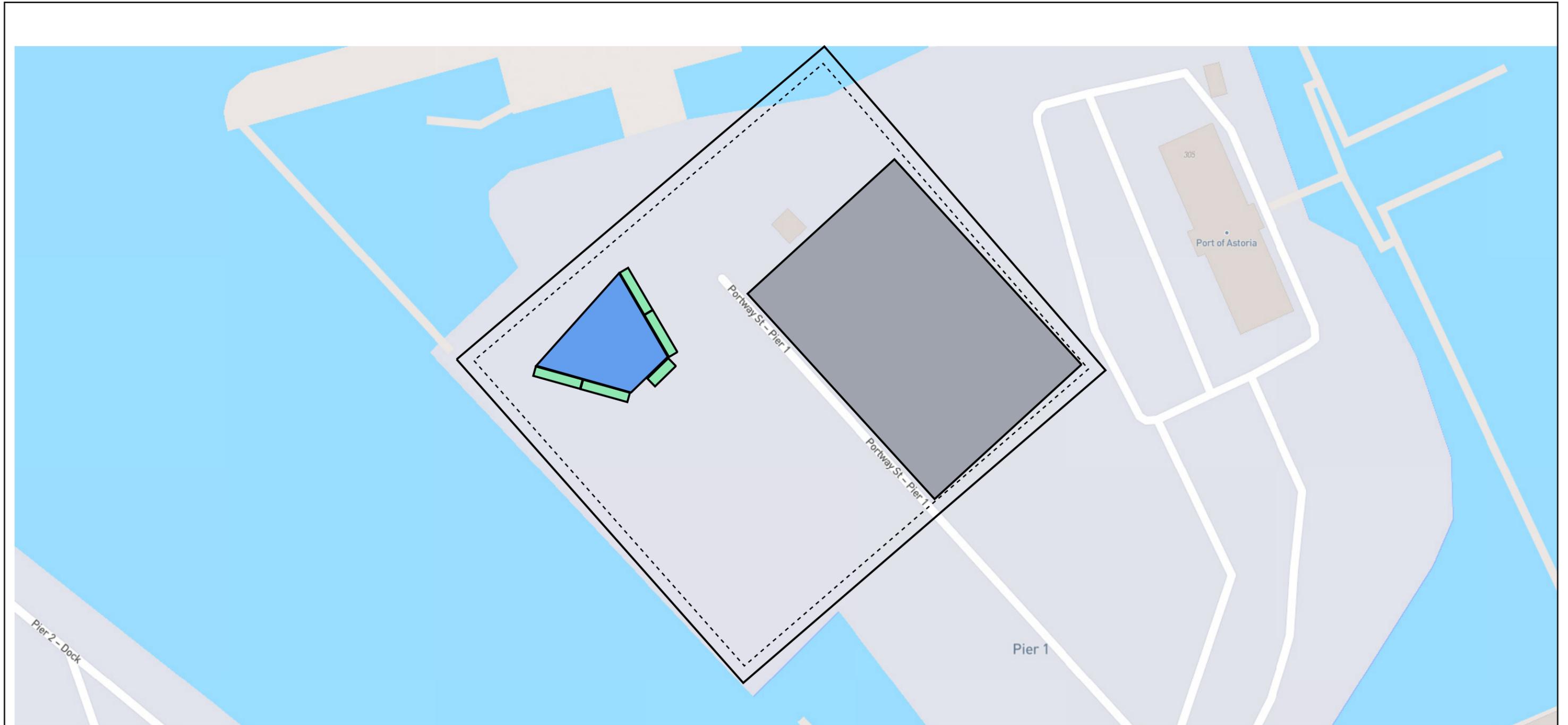
### **Sip & Shuck Sampler**

Raw oysters, grilled oysters, crab claws, fried fish bites  
*(Core signature platter)*

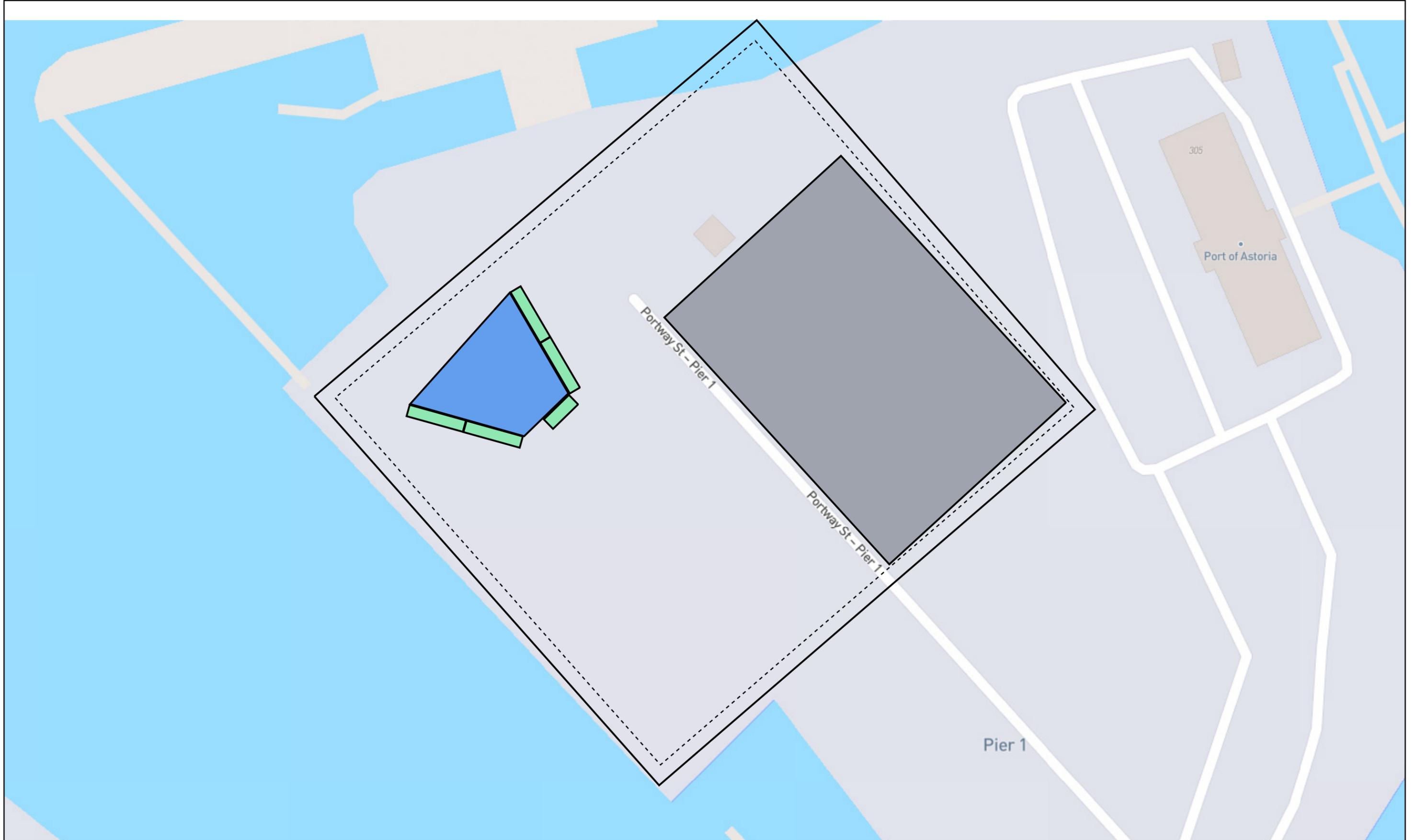
### **Astoria Fisherman's Lunch**

Cup of chowder, 2 grilled oysters, 1/2 crab roll

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SITE	RETAIL	PARKING	MASTER PLAN	EARTHWORK					
Acreage	3.22	Load	67	Stalls	102	Stalls	102	Cut	305
FAR	0.05	Net	6,848.9	Average	367			Fill	423
BLDG CVG%	31.6	Gross	6,848.9	Ratio (NRSF)	14.89	Ratio (NRSF)	14.89	Import	118
IMP CVG%	31.6	Stalls Req.	16			Parking Req.	16	Export	0
DU/AC	0.0	Stacking	0					Retention Ponds	0





	Unconditioned			Conditioned						Gross Conditioned		Gross		Facade						Other Spaces						Plate Size						
	Parking		Balcony	NRSF	Common	Stair	Elevator	BOH	Unallocated	Gross	Efficiency	Gross	Efficiency	Internal	External	Garage	Balcony	Parapet	Total	Retail 1			Parking Mass				Retail					
	Spaces	Ratio																		Gross	Net	Gross	Occ. load	Net	Gross		Stalls	Net	Gross	Occ. load		
2	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	102	14.89	0	0	0	0	0	0	0	6,849	1.00	6,849	1.00	0	17,710	0	0	0	0	17,710	5,353	5,353	53	0	37,456	102	1,496	1,496	14	6,849	6,849	
<b>Sum</b>	<b>102</b>	<b>14.89</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,849</b>	<b>1.00</b>	<b>6,849</b>	<b>1.00</b>	<b>0</b>	<b>17,710</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,710</b>	<b>5,353</b>	<b>5,353</b>	<b>53</b>	<b>0</b>	<b>37,456</b>	<b>102</b>	<b>1,496</b>	<b>1,496</b>	<b>14</b>	<b>6,849</b>	<b>6,849</b>	

---

**Re: Pier One Pop-Up Temporary Use Permit Application**

---

**From** Samuel Peterson <speterson@astoria.gov>

**Date** Fri 1/30/2026 8:17 AM

**To** Matt McGrath <mmcgrath@portofastoria.com>; Antony Barran <ab@willapawild.com>

**Cc** Planning <planning@astoria.gov>; John Roberts <jroberts@astoria.gov>

Received. Thank you.

**Samuel Peterson**

*Associate Planner*

*City of Astoria | Community Development Department*

---

**From:** Matt McGrath <mmcgrath@portofastoria.com>

**Sent:** Friday, January 30, 2026 7:54 AM

**To:** Antony Barran <ab@willapawild.com>

**Cc:** Samuel Peterson <speterson@astoria.gov>

**Subject:** RE: Pier One Pop-Up Temporary Use Permit Application

You don't often get email from mmcgrath@portofastoria.com. [Learn why this is important](#)

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, Antony. Thank you for the e-mail.

Sam, the Port of Astoria is aware of the project. Please let me know if any questions.

Thanks,

Matt McGrath

Deputy Director

Port of Astoria

422 Gateway Avenue, Suite 100

Astoria, OR 97103

O: 503 741-3336

C: 503 298-0909

---

**From:** Antony Barran <ab@willapawild.com>

**Sent:** Thursday, January 29, 2026 1:31 PM

**To:** Matt McGrath <mmcgrath@portofastoria.com>

**Cc:** Samuel Peterson <speterson@astoria.gov>

**Subject:** Pier One Pop-Up Temporary Use Permit Application

Matt,

I hope all is well.

I have submitted the temporary use permit application for the pop-up to the city. They need an email confirmation from you that you are aware of it. I have copied Sam Peterson, from the city, who needs the note.

Hopefully, you are around and can get it to him today.

Cheers,  
antony



---

**RE: Temp Permit for Sip & Shuck**

---

**From** Tresa Abke <tabke@astoria.gov>  
**Date** Thu 1/29/2026 7:41 AM  
**To** Samuel Peterson <speterson@astoria.gov>

I need to confirm Antony's address- po box 1193 – where??  
I can reach out, or if you're going to chat with him, roll it into conversation

Thank you,  
Tresa Abke



---

**From:** Samuel Peterson <speterson@astoria.gov>  
**Sent:** Wednesday, January 28, 2026 4:26 PM  
**To:** Planning <planning@astoria.gov>  
**Subject:** Fw: Temp Permit for Sip & Shuck

**Samuel Peterson**  
*Associate Planner*  
*City of Astoria | Community Development Department*

---

**From:** Antony Barran <[ab@willapawild.com](mailto:ab@willapawild.com)>  
**Sent:** Wednesday, January 28, 2026 4:22 PM  
**To:** Samuel Peterson <[speterson@astoria.gov](mailto:speterson@astoria.gov)>  
**Subject:** Re: Temp Permit for Sip & Shuck

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**From:** Antony Barran <[ab@willapawild.com](mailto:ab@willapawild.com)>  
**Sent:** Tuesday, January 27, 2026 1:02 PM  
**To:** Samuel Peterson <[speterson@astoria.gov](mailto:speterson@astoria.gov)>  
**Subject:** Re: Temp Permit for Sip & Shuck

Samuel,

Thank you so much for this. Let me get moving on it.

Cheers,  
antony



---

**From:** Samuel Peterson <[speterson@astoria.gov](mailto:speterson@astoria.gov)>  
**Sent:** Tuesday, January 27, 2026 8:36 AM  
**To:** Antony Barran <[ab@willapawild.com](mailto:ab@willapawild.com)>  
**Cc:** Planning <[planning@astoria.gov](mailto:planning@astoria.gov)>; John Roberts <[jroberts@astoria.gov](mailto:jroberts@astoria.gov)>  
**Subject:** Temp Permit for Sip & Shuck

Hi Antony,

Great to meet you last week. Sorry for the delay on getting this to you. Attached is the Temporary Use Permit application to complete.

I know we had discussed a timeline in the meeting and unfortunately due to public noticing requirements we need to move fast if we want to get you on the February Planning Commission Meeting. If you are able to complete this to the best of your ability by EOD Wednesday 1/28 that would be best. Please provide as much information as possible that you currently have available. We understand as a temporary use the final appearance/plan may deviate from what you have now.

Please give me a call or email if you have any questions or need any assistance. Sorry for putting a rush on this.

Best,

**Samuel Peterson**

*Associate Planner*

*City of Astoria | Community Development Department*

Contact:

[planning@astoria.gov](mailto:planning@astoria.gov) | [speterson@astoria.gov](mailto:speterson@astoria.gov) | (503) 338-5183

**AB1623  
CITY OF ASTORIA  
NOTICE OF PUBLIC HEARING**

The City of Astoria Planning Commission will hold a public hearing on Tuesday, February 24, 2026, at 5:30 p.m. in the Astoria City Hall, Council Chambers, 1095 Duane Street, Astoria, OR. The purpose of the hearing is to consider the following requests:

- 1 Conditional Use Request (CU25-08) by David and Stacy Sundquist to operate a two-bedroom home stay lodging within an existing single-family dwelling at 66 W. Grand Avenue (Map T8N R9W Section 7DC, Tax Lot 9200, Lots 7 and 8, Block 2, West Hills) in the R-1 Zone. Astoria Development Code Sections 2.015-2.050, Articles 7, 9 & 11, Astoria Comprehensive Plan Sections CP.030 to CP.035, CP .203, CP.206, CP.220 and City Code Sections 8.000-8.035, 8.045 and 8.750-8.800 are applicable to the request.
- 2 Temporary Conditional Use Request (TCUP-26-01) by Anthony Barran to operate a temporary eating and drinking establishment at the west end of Pier 1, Port of Astoria (northeast corner of tax lot 810130000100) in the S-1 Zone. Astoria Development Code Sections 2.650-2.665, Articles 3, 7, 9 & 11 and Astoria Comprehensive Plan Sections CP.037 to CP.038 and CP.200 are applicable to the request.
- 3 Amendment Request (A26-01) by the Community Development Director, to amend the Astoria Development Code (ADC) to modernize signage regulations in the Health Care (HC) Zone—generally between 18th and 26th Streets and Exchange and Franklin—and make broader administrative and technical updates across the ADC. The proposed changes include establishing hospital-specific sign standards for Columbia Memorial Hospital as a regional medical campus; expanding allowances for signage that improve wayfinding, public safety, and visibility; and revising Article 8 and other ADC provisions to improve clarity, internal consistency, and alignment with state law. The following criteria apply: ADC Articles 1, 2, 8, 9, and 10, and Comprehensive Plan Sections CP.010–CP.028 and CP.040–CP.045.

For information, contact the Community Development Department at (503) 338-5183, by email at [planning@astoria.gov](mailto:planning@astoria.gov), or by mail: 1095 Duane Street, Astoria, OR 97103. The hearing location is accessible to persons with disabilities. To request an interpreter or accommodations under ORS 192.630, contact the Community Development Department at least 48 hours in advance. The Planning Commission may continue the hearing to a future date. If continued, no additional public notice will be provided.

THE CITY OF ASTORIA  
Tresa Abke, Administrative Assistant  
**PUBLISHED: February 14, 2026**



# CITY OF ASTORIA

Founded 1811 • Incorporated 1856

Community Development Department

1095 Duane Street • Astoria, OR 97103 • Phone 503-338-5183 • [www.astoria.gov](http://www.astoria.gov) • [planning@astoria.gov](mailto:planning@astoria.gov)

## NOTICE OF PUBLIC HEARING

YOU ARE RECEIVING THIS NOTICE BECAUSE THERE IS A  
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To participate remotely in public hearings, go to [https://www.astoria.gov/LIVE\\_STREAM.aspx](https://www.astoria.gov/LIVE_STREAM.aspx) for connection options and instructions (refer to page 2 of this notice). You may also use a telephone to listen in and provide public testimony. At the start of the meeting, call (253) 215-8782 and when prompted enter meeting ID# 503 325 5821.

The **Astoria Planning Commission** will hold a public hearing on **Tuesday, February 24, 2026** at 5:30 p.m. at the Astoria City Hall, Council Chambers, 1095 Duane Street, Astoria. The purpose of the hearing is to consider the following requests:

1. Conditional Use Request (CU25-08) by David and Stacy Sundquist to operate a two-bedroom home stay lodging within an existing single-family dwelling at 66 W. Grand Avenue (Map T8N R9W Section 7DC, Tax Lot 9200, Lots 7 and 8, Block 2, West Hills) in the R-1 (Low Density Residential) Zone. Astoria Development Code Sections 2.015-2.050 (R-1 Zone), Articles 7 (Off-Street Parking and Loading); 9 (Administrative Procedures); 11 (Conditional Uses); Astoria Comprehensive Plan Sections CP.030 to CP.035 (West End Area); CP .203 (Economic Development Goal 4); CP.206 (Economic Development Goal 7); CP.220 (Housing Policies) and City Code Sections 8.000-8.035 (General Occupational Tax); 8.045 (Transient Room Taxes) and 8.750-8.800 (Home Stay Lodging License) are applicable to the request.
2. Temporary Conditional Use Request (TCUP-26-01) by Anthony Barran to operate a temporary eating and drinking establishment at the west end of Pier 1, Port of Astoria (northeast corner of tax lot 810130000100) in the S-1 (Marine Industrial Shorelands) Zone. Astoria Development Code Sections 2.650-2.665 (S-1 Zone), Articles 3 (Temporary Uses) 7 (Off-Street Parking and Loading); 9 (Administrative Procedures); 11 (Conditional Uses); and Astoria Comprehensive Plan Sections CP.037 to CP.038 (Port Area); and CP.200 (Economic Development Goal 1) are applicable to the request.

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

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

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

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

THE CITY OF ASTORIA

MAILED: January 30, 2026



Tresa Abke  
Administrative Assistant

Public Hearings are held in the City Council Chambers at City Hall, 1095 Duane Street, Astoria.

Check dates, times and location at: [www.astoria.gov](http://www.astoria.gov)

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Step #3: If prompted, enter the Meeting ID number: 503 325 5821

*Note: Your device will automatically be muted when you enter the online meeting. At the time of public testimony, when prompted you may choose to select the option within the ZOOM software to "raise your hand" and notify staff of your desire to testify. Your device will then be un-muted by the Host and you will be called upon, based on the name you entered within the screen when you logged in.*

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At start of our Public Meetings you will be able to **dial-in using your telephone** to listen and provide public testimony.

Step #1: Call this number: [253-215-8782](tel:253-215-8782)

Step #2: When prompted, enter the Meeting ID number: 503 325 5821

*Note: Your phone will automatically be muted when you enter the conference call. At the time of public testimony, when prompted, you may dial \*9 to "raise your hand" and notify staff of your desire to testify. Your phone will then be un-muted by the Host and you will be called upon based on your phone number used to dial-in.*



## Staff Report & Findings of Fact

### I. Project Summary and Procedural Overview

**Application No.:** A26-01

**Public Hearing Date:** February 24, 2026

**Hearing Body:** Astoria Planning Commission (APC)

**Report Date:** February 17, 2026

**Prepared By:** John Roberts, Community Development Director

**Applicant:** Community Development Director, on behalf of the Astoria City Council

**Location:** Citywide (including provisions applicable to the Health Care [HC] zone)

**Request:** Quasi-legislative amendments to the Astoria Development Code (ADC) to update Article 8 (Sign Regulations) and related administrative provisions in other code sections. The amendments modernize sign standards, clarify procedures, improve internal consistency, and incorporate hospital campus-specific signage standards.

**Procedural Notes:** This is a legislative land use action. The Planning Commission will make a recommendation to the City Council, which will hold the final public hearing and decision.

#### Exhibits

- **Exhibit** – CMH Sign Code Response Memo (2/13/26)
- **Exhibit** – Revised CMH Sign Code Language; Track-Changes since 01/27/26 meeting
- **Exhibit A** – Clean version of revised Article 8 Section 8.155 (HC Zone Sign Regulations)
- **Exhibit B** – Comprehensive redline version of Article 8
- **Exhibit C** – Administrative amendments to other ADC sections
- **Exhibit D** – Draft Ordinance 26-XX: Proposed ordinance text for adoption of the sign code amendments and related Development Code updates.

**How to Read the Exhibits:** *The exhibits are organized to support a layered review, from APC input to final adoption language. Exhibit 1 includes CMH's response to Planning Commission feedback; Exhibit 2 shows post-work session redlines to Section 8.155; Exhibit A is the clean, adoption-ready version; Exhibit B presents a full redline of Article 8 with staff annotations; Exhibit C contains administrative amendments to other ADC sections; and Exhibit D is the draft ordinance.*

*Redlines use strikethrough for deletions, underlining for additions, and (\*\*\*) where no changes are proposed. Formatting fixes will be made during codification. Staff annotations explain the rationale behind changes, reflecting a blend of site-specific signage updates, modernization of the Sign Code, and administrative corrections for clarity and legal consistency.*

## **II. Executive Summary**

The City is proposing legislative amendments to Article 8 (Sign Regulations) of the Astoria Development Code (ADC) to modernize and clarify citywide signage standards. A primary focus is the creation of new, zone-specific regulations for the Health Care (HC) zone to accommodate Columbia Memorial Hospital's (CMH) long-term development as a regional medical campus. These standards are intended to support wayfinding, safety, and institutional visibility while maintaining compatibility with Astoria's character.

The proposal also includes targeted updates to other sign-related provisions to improve clarity, streamline administration, and ensure consistency with applicable state laws. This includes refinements to temporary signage, wall graphics, electronic message signs, portable signs, and enforcement provisions. Supporting exhibits include a strike-through version showing revisions from the January 27, 2026, work session, a clean version of the proposed code language, annotated rationale for each change, and associated administrative code amendments.

## **III. Background and Purpose**

CMH is undertaking a major expansion between 18th and 26th Streets, introducing new clinical buildings, consolidated services, and expanded infrastructure. As a regional medical provider and community anchor, the campus now functions as an integrated medical environment rather than a series of individual commercial sites. The existing sign regulations in Article 8 of the Astoria Development Code (ADC), which are structured around single-parcel commercial development, do not adequately address large-site wayfinding, public safety visibility, or coordinated campus identification.

In fall 2025, CMH requested that the City consider updates specific to the Health Care (HC) zone. Rather than relying on repeated variances or interpretive determinations, the City and CMH worked collaboratively to develop tailored standards that allow functional campus signage while incorporating lighting limits, design controls, and compatibility with Astoria's visual character. The Planning Commission reviewed the draft framework at a January 27, 2026, work session, and revisions were made in response to that feedback.

At the same time, staff identified broader issues with Article 8 based on years of administration, including unclear measurement methods, conflicting provisions, and routine interpretation questions during permit review. The proposed amendments reorganize and clarify existing requirements, update definitions and procedures, and correct internal inconsistencies so the code can be applied predictably. Citywide sign allowances are not substantially expanded; the changes primarily improve usability, consistency, and enforceability.

Overall, the amendment package is implementation focused. The CMH provisions address the needs of a unified medical campus, while the remaining revisions modernize and clarify the sign code, so it functions as originally intended. Together, the changes improve day-to-day

administration while maintaining the underlying regulatory framework and design expectations of the adopted code.

#### IV. Summary of Major Changes

This proposed package of amendments to Article 8 of the ADC reflects a focused effort to improve clarity, usability, and enforceability of the City’s sign regulations, grounded in day-to-day challenges observed at the counter, during application review, and through code enforcement.

The primary objectives are twofold:

1. To establish context-sensitive signage standards for institutional campuses—specifically the Columbia Memorial Hospital (CMH) site within the Health Care (HC) zone.
2. To modernize the City’s overall sign code, aligning it with state law, common-sense practices, and evolving sign technologies.

#### Key Changes Include:

- **New Section 8.155 – Health Care Sign Standards:** Tailored provisions address the unique needs of regional medical campuses, including allowances for coordinated signage across multiple buildings, enhanced wayfinding, and emergency access. The section introduces size and illumination standards scaled to Astoria’s built environment, with options for a master sign plan to ensure both functional clarity and contextual compatibility.
- **Citywide Modernization and Streamlining:**
  - Reorganization of **Prohibited and Exempt Signs (8.040–8.050)** to clarify distinctions between materials, formats, and duration of use, closing common loopholes such as vehicle-based advertising and permanent use of temporary materials.
  - Refinement of **Sign Permit Thresholds (8.060)** to exempt minor face or copy changes while consolidating structural and electrical code requirements for consistency and ease of administration.
  - Updates to **General Standards and Frontage Allocation (8.070)** to address shared tenant signage, corner building allowances, and maximums based on building frontage—reducing confusion and improving fairness in multi-tenant settings.
  - Clearer standards for **Wall Graphics and Murals (8.080)**, including review triggers by size, which are especially critical in historic and design-sensitive areas.
  - A simplified, time- and type-based framework for **Temporary and Portable Signs**, replacing overlapping time limits and unclear caps with a streamlined, enforceable structure.
- **Supporting Edits (Exhibit C):** Conforming adjustments to other Development Code sections help ensure the sign code operates cohesively across zones and procedures, including updated definitions, enforcement provisions, and administrative references.

Together, these changes are intended to enhance legibility, improve the permitting process, reduce discretionary interpretation, and reflect best practices for both institutional campuses and community-facing commercial signage. While the proposed language is still in working-draft form, the framework aims to test whether the revised structure and standards align better with real-world implementation, while supporting Astoria’s broader goals for safety, aesthetics, and neighborhood integrity.

## **V. Planning Commission Feedback and CMH Response**

Following the January 27, 2026, work session, a Planning Commissioner submitted detailed written feedback regarding the proposed signage standards for the Health Care (HC) Zone and broader exterior lighting concerns associated with the CMH campus. His comments emphasized the need to balance wayfinding clarity with limitations on scale, glare, and cumulative visual impacts. The full set of comments has been reviewed by staff and forwarded to the applicant.

CMH subsequently provided a written response to the Planning Commission, included as the first Exhibit. This memo outlines how key concerns raised during the work session, including those expressed by the Planning Commissioner, have been addressed. Highlights include:

- **Wall-Mounted Signs:** CMH has proposed a limit of one square foot of signage per linear foot of building frontage, with individual signs capped at 100 square feet, aligning with the existing HC Zone standard. This helps mitigate visual clutter while preserving needed flexibility for a complex medical campus.
- **Roof-Mounted and Projecting Signs:** In response to concerns about potential overreach, CMH has reverted to the current code’s limitations in Section 8.080.A and 8.080.C to clarify height and projection constraints and avoid signage atop major rooflines.
- **Monument and Freestanding Signage:** CMH retained a conservative standard, limiting most monument signs to 100 square feet and a maximum height of 10 feet. They clarified that only one additional monument sign is proposed along Exchange Street, where cumulative sign impact was flagged by commissioners.
- **Lighting and Glare:** Although the proposed regulations do not directly govern exterior site lighting, CMH has acknowledged community concerns. They emphasized that all illuminated signage will comply with Section 8.070.G (glare limitations), and no signs are proposed at the rear of the hospital. CMH also committed to thoughtful lighting strategies and noted that most illuminated signage will be directional, not prominent advertising.

Some of the Planning Commissioner’s questions, particularly those related to lux levels, timers, motion sensors, and broader pedestrian-scale lighting, extend beyond the scope of Article 8 (Sign Regulations) and are more directly tied to the building/site lighting plan. Nonetheless, they highlight valid community priorities around light pollution and design sensitivity. These concerns may be appropriate to consider through building permit review or future campus-wide lighting policies, and CMH has indicated openness to those conversations.

Together, the Planning Commission’s feedback and CMH’s response reflect an active and constructive dialogue. The applicant’s revisions demonstrate a willingness to adapt the proposed standards in light of Commission input, while the record remains open to further refinement at the hearing. Staff find the current draft strikes a strong balance between flexibility and consistency, and that the comments submitted by Commissioner Haefker offer valuable framing for Commission deliberation.

## **VI. Applicable Review Criteria and Findings of Fact**

### **1. Findings ADC – Article 10: Amendments**

- A. ADC §10.010 – Purpose:** This section outlines the purpose of allowing periodic amendments to the Development Code to ensure alignment with changing goals and new information.

***Finding:** No finding is required. The purpose statement informs the reader that code updates are anticipated and encouraged as community needs evolve.*

- B. ADC §10.020 – Authorization to Initiate Amendments:** “A text amendment to the Development Code may be initiated by the City Council, Planning Commission, Community Development Director, a property owner, or resident.”

***Finding:** This amendment was initiated by the Community Development Director on behalf of the Astoria City Council. This criterion is met.*

- C. ADC §10.040 – Investigation and Reports:** “The Community Development Director shall provide necessary investigation and a recommendation to the Planning Commission.”

***Finding:** This staff report, supported by findings and exhibits, satisfies the requirement for investigation and recommendation. This criterion is met.*

- D. ADC §10.050 – Classification of Amendment Actions:** Text amendments to the Development Code are considered legislative under this section.

***Finding:** The proposed changes apply citywide and include both zone-specific and administrative revisions. This action is properly classified as a legislative text amendment.*

- E. ADC §10.070.A – Criteria for Code Text Amendments** “1. The amendment is consistent with the Comprehensive Plan.”

***Finding:** The proposed amendments are consistent with multiple Comprehensive Plan policies that prioritize:*

- Compatibility with historic character and established neighborhoods (CP.050–CP.080),
- Scenic view protections (CP.010.2),
- Pedestrian-scaled design (CP.120–CP.122), and
- Energy efficiency and light pollution reduction (CP.083, CP.240).
- The prohibition on new electronic message signs (EMCs), refinements to hospital signage allowances, and administrative clarifications all align with these policies. This criterion is met.

“2. The amendment will not adversely affect the ability of the City to satisfy land and water use needs.”

***Finding:*** *The amendments update signage regulations to improve clarity, enforceability, and compatibility with modern design standards. They do not reduce land availability or hinder the City’s ability to meet infrastructure or water-related goals. This criterion is met.*

## **2. Findings - Compatibility with the Astoria Comprehensive Plan**

The proposed amendments support a range of adopted policy directives from the Astoria Comprehensive Plan:

- **CP.050–CP.080** – Reinforce a pedestrian-oriented, historically sensitive built environment.
- **CP.010–CP.028** – Promote orderly growth through clear standards that protect views, topography, and natural assets.
- **CP.083, CP.240** – Reduce light pollution and promote energy conservation.
- **CP.120–CP.122** – Enhance the form and scale of development through context-sensitive design.

***Finding:*** *The CMH-specific sign standards in Section 8.155 reflect best practices for large institutional campuses while remaining aligned with community values. The phase-out of EMCs preserves Astoria’s unique visual character and responds to evolving environmental and aesthetic concerns. Administrative corrections elsewhere in Article 8 improve interpretability and ensure consistency with the Plan.*

## **3. Findings - Enforcement Readiness and Implementation Capacity**

The amendments are supported by robust enforcement mechanisms already present in the ADC:

- **Permitting and baseline standards (ADC 8.060–8.080):** All signage requires a permit, ensuring clarity from the outset.

- **Measurement and lighting standards:** Remain enforceable citywide, including in HC zones.
- **Prohibition on EMCs:** Provides predictability and enables staff to reject non-compliant proposals.
- **Comprehensive Sign Plan (Section 8.155):** Introduces a centralized regulatory tool to manage hospital signage and allows future compliance checks against an approved plan.

***Finding:** The City’s existing framework is sufficient to implement and enforce the proposed amendments. No additional staffing or procedural tools are required.*

#### **4. Findings - Consistency with Statewide Planning Goals**

Pursuant to Oregon Revised Statutes and Oregon Administrative Rules, all legislative amendments to the Development Code must be evaluated for consistency with Oregon’s Statewide Planning Program Goals. The proposed amendments are consistent with the applicable goals and do not conflict with those deemed inapplicable, as outlined below.

**Applicable Goals:** The following Statewide Planning Goals are either directly applicable or indirectly supported by the proposed amendments:

##### **Goal 1: Citizen Involvement**

The City has provided notice of the proposed amendments through mailed, published, and electronic means consistent with ADC Article 10 and OAR 660-018. A public work session and hearing have been held before the Astoria Planning Commission, with materials available for public review. The proposal fosters transparency and provides multiple opportunities for public input.

##### **Goal 2: Land Use Planning**

The proposed amendments represent a coordinated and data-informed update to the City’s signage regulations. The amendments follow clear procedures outlined in the ADC and support consistent, predictable land use decision-making.

##### **Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces**

The amendments protect historic resources and scenic viewsheds by limiting the use of electronic message signs and clarifying signage design standards. These changes are consistent with Astoria’s Goal 5 resource inventories and overlay zone protections.

##### **Goal 6: Air, Water and Land Resources Quality**

The prohibition on new EMCs and new illumination guidelines supports reduced ambient light pollution and energy consumption, which contributes to resource protection.

##### **Goal 9: Economic Development**

By improving clarity and predictability in the City’s sign code—particularly for large institutional employers like CMH—the amendments support continued economic activity while balancing community design priorities.

### **Goal 10: Housing**

The amendments do not alter the development potential of residential land or housing supply. They maintain flexibility for signage on multi-family sites, home occupations, and conditional uses within residential zones.

### **Goal 12: Transportation**

The sign regulations retain visibility standards and sight clearance requirements to protect the functional integrity of roadways and pedestrian access. No adverse impacts to transportation facilities are expected.

### **Inapplicable Goals**

The following Statewide Planning Goals are not applicable to the subject of this legislative amendment due to its limited scope:

- **Goal 3 (Agricultural Lands) and Goal 4 (Forest Lands)** – The proposal does not affect rural, resource-zoned land.
- **Goal 7 (Natural Hazards)** – The amendments do not impact hazard mapping or development in hazard-prone areas.
- **Goal 11 (Public Facilities and Services)** – No infrastructure or service delivery changes are proposed.
- **Goal 14 (Urbanization)** – The proposal does not expand the Urban Growth Boundary (UGB) or change land capacity.
- **Goals 17 (Coastal Shorelands), 18 (Beaches and Dunes), and 19 (Ocean Resources)** – While Astoria lies within Oregon’s coastal zone, the proposed amendments do not alter shoreland designations or affect coastal resource protections. These goals are not triggered by signage regulation updates.

**Conclusion and Finding:** *The proposed amendments are consistent with applicable Statewide Planning Goals and do not conflict with goals deemed inapplicable. Staff finds that the legislative process and resulting amendments comply with statewide planning requirements and are appropriate for adoption under OAR 660-018.*

## **VII. Public Review and Comment**

**State Agency:** The City provided the draft amendment to the Oregon Department of Land Conservation and Development (DLCD) on January 12, 2026, in accordance with OAR 660-018-0020. This submittal satisfied the requirement to notify DLCD at least 35 days prior to the first evidentiary hearing.

**Planning Commission:** In accordance with ADC §9.020 and §10.060, notice of the proposed legislative amendment (A26-01) was mailed to interested parties, property owners, and applicable agencies on February 2, 2026. Web posting and email distribution occurred

concurrently. A public hearing notice was published in *The Astorian* on February 10, 2026. The proposal is a legislative (Type IV) amendment to the ADC, with citywide implications.

As of the date of this report, no written public comments or formal inquiries have been received. The public hearing remains open, and any comments submitted in advance of or during the hearing will be entered into the public record and made available to the Planning Commission for its consideration on February 24, 2026.

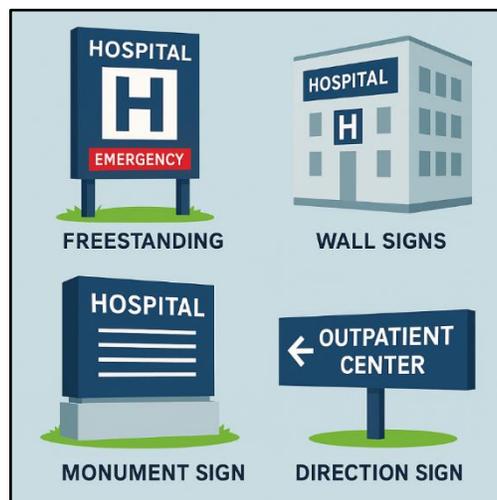
**City Council:** Should the Planning Commission recommend adoption, the City Council is scheduled to hold a public hearing and first reading of the ordinance at a regular meeting in March or April, 2026. A second reading and potential adoption would occur at a subsequent Council meeting.

### VIII. Conclusion and Recommendation

The proposed amendments to the ADC—including the introduction of hospital-specific sign standards and administrative updates to Article 8 and related sections—are consistent with the goals and policies of the Astoria Comprehensive Plan and meet the applicable review criteria under ADC Article 10. These changes enhance clarity, streamline administration, improve enforceability, and reflect best practices in institutional signage, all while supporting Astoria’s historic, visual, and coastal character.

As with any legislative amendment, these standards establish a framework shaped by current needs and stakeholder input. Staff acknowledge that implementation may reveal operational or contextual challenges, particularly related to hospital signage and lighting. If warranted, future refinements can be considered to ensure continued alignment with community expectations and the City’s long-term development objectives.

Staff recommend that the APC forward a recommendation to the City Council to adopt the proposed amendments as presented in Exhibits A, B, and C



## **Exhibit – CMH Responses Memo APC January 27, 2026 Work Session**

### **Responses to Concerns from Planning Commission Work Session**

#### **Concern: Illuminated signs contributing to light pollution and residential glare**

Response: The proposed illuminated signs are intended for wayfinding purposes and are subject to the glare standard in the General Sign Regulations Section of the ADC. According to 8.070.G, “All signs shall be so designed and located so as to prevent the casting of glare or direct light from artificial illumination upon adjacent publicly dedicated roadways and surrounding property.”

A combination of internally illuminated, backlit, and externally illuminated signs is planned for the site. Generally, illuminated signs can be controlled with a dimmer, and illumination levels are significantly below those required for site safety lighting. Internally illuminated signs have a light source built into the sign itself; backlit signs use a light source behind the sign, creating a glowing effect around the letters or logo; and externally illuminated signs use traditional spotlights or floodlights aimed at the sign face. Overall, the use of illuminated signs will be tasteful and context-specific and will not cause residential glare. There are no illuminated signs planned for the back of the hospital building.

#### **Concern: Wall-mounted signage - No limits to quantity or dimensions**

Response: In response to this concern, CMH has incorporated the limitation for the area of building wall-mounted signage that is in the current HC Zone sign code to ensure that any future property owners in the HC Zone are subject to guard rails. The individual sign area for building wall-mounted signs is not to exceed 1 square foot per lineal foot of building frontage. The maximum size of an individual sign within the total allowable area limits is 100 square feet. Wall-mounted signs are also regulated by the roof and projecting sign regulations outlined in 8.080.A and 8.080.C.

#### **Concern: Roof-Mounted and Projecting Signs**

Response: In response to this concern, CMH has deferred back to the existing HC Zone code for roof-mounted and projecting sign regulations. The HC Zone will also be subject to the roof and projecting sign regulations outlined in Sections 8.080.A and 8.080.C.

#### **Concern: Accumulation of signage on Exchange Street**

Response: Overall, the sign code changes are designed to maximize flexibility for internal directional signage. There are limits on large sign types generally placed along public rights-of-way, such as monument and freestanding signs. In the proposed HC Zone code, one monument sign is permitted per building/campus access road, and one additional sign is permitted at the intersection of 18<sup>th</sup> Street and Exchange Street. Currently, four monument signs are planned along Exchange Street, including the one at the intersection of 18<sup>th</sup> and Exchange.

There are also area and height standards for monument signs that will limit their presence. Monument sign area is limited to 100 square feet (per side), and the maximum height is limited to 10

**Exhibit – CMH Responses Memo**  
**APC January 27, 2026 Work Session**

feet above grade. CMH has also eliminated changes to freestanding signs from the proposed code. Using the existing code for freestanding signs will serve to limit the accumulation of large signage on Exchange Street.

**Concern: Tsunami Evacuation Signs**

Response: Establishing the hospital as a resilience hub is a top priority for CMH. Tsunami Evacuation routing and signage are in the process of being planned. CMH intends to include tsunami evacuation signage on directional signs but may also be required to include typical tsunami evacuation route signage.

## Updated Article 8 - HC Zone Revisions Since Jan. 27, 2026 APC Work Session

### Updated Draft Code Amendment – Section 8.155

#### 8.150 C-2, C-3, GI, S-1, S-2, A-1, A-2, A-2A, LS, HR, CA, HC, AH-HC, FA ZONE SIGN REGULATIONS

For all uses and sites in the C-2 (Tourist Commercial), C-3 (General Commercial), S-1 (Marine Industrial Shorelands), S-2 (General Development Shorelands), A-1 (Aquatic One Development), A-2 (Aquatic Two Development), A-2A (Aquatic Two A Development), LS (Local Service), HR (Hospitality/Recreation), CA (Education/Research/Health Care Campus), HC (Health Care), AH-HC (Attached Housing – Health Care), and FA (Family Activity) Zones, the following types, numbers, sizes and features of signs are allowed. All allowed signs must also be in conformance with the sign regulations of Sections 8.070 through 8.080. (Section 8.150 amended by Ordinance 04-04, 5-3-04)

#### **8.155 HC ZONE SIGN REGULATIONS**

Sign regulations within the HC (Health Care) Zone are intended to allow flexibility for hospital and health care campus signage to provide effective wayfinding for staff, patients, and visitors using any mode of transportation. Therefore, the following types, numbers, sizes, and features of signs are allowed. All allowed signs must also conform to the sign regulations of Sections 8.070 through 8.080. If any HC Zone sign regulations in this Section conflict with Sections 8.070–8.080, the provisions of this Section shall apply.

- A. Total Square Footage Permitted. The total square footage of all signage associated with a business site, use, or activity shall ~~not exceed 150 square feet, with no single sign exceeding 100 square feet~~ be limited based on sign type within the HC Zone.
  
- B. Freestanding Signs.
  - 1. Number. One (1) sign shall be permitted for each site devoted to a single business, building, use or activity. (Section 8.150.B.1 amended by Ordinance 04-04, 5-3-04)
  - 2. Area. Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of site frontage that is not already utilized by other signs on the site or attached to buildings. Freestanding signs are allowed up to a maximum of 100 square feet. Allowable area on sites without buildings shall not exceed 32 square feet. (Section 8.150.B.2 amended by Ordinance 04-04, 5-3-04; amended by Ordinance 12-03, 1-3-12)
  - 3. Height. The maximum height of a freestanding sign shall be 24 feet.
  - 4. Business Complex Signs. Two or more businesses or activities which are part of a business complex, strip mall or similar shared premises are permitted to erect one (1) freestanding sign within the allowable limit described in 8.150(B.1). Each individual business or activity shall not exceed 24 square feet of signage.
  
- C. Wall, Roof Mounted, or Projecting Signs.
  - 1. Number. No limit on the number of building wall-mounted signs.
  - 2. Illumination. May be internally or externally illuminated, in accordance with 8.070.G.

3. Area. The total allowable area for all permanent signs attached to the building is determined as follows:
  - a. A wall, roof mounted, or projecting sign of one (1) square foot per lineal foot of building frontage is allowed.
  - b. Individual sign face area. The maximum size of an individual sign within the total allowable area limits is 100 square feet.
  
- D. Number of Signs. The number of signs within the total allowable area is limited ~~to two (2) signs per building frontage based on sign type within the HC Zone .~~
  
- E. Temporary Signs. One (1) temporary sign not exceeding 24 square feet is allowed.
  
- F. Portable Signs. Portable Signs are allowed in accordance with Development Code Sections 8.040 and 8.080. (Section 8.150.F added by Ordinance 00-11, 12-4-00)
  
- G. Changeable Text Sign.
  1. Changeable text signs shall be allowed in the C-3 and S-2 Zones only and in accordance with Section 8.080(M). (Section 8.150.G added by Ordinance 04-04, 5-3-04)
  
- H. Monument Sign.
  1. Number. One (1) sign shall be permitted for each ~~site devoted to a single business, building, use or activity with a street frontage of up to 200 lineal feet. Lots with frontage in excess of 200 lineal feet may have a maximum of two (2) monument signs. Corner lots can count two (2) street frontages building/campus access road.~~ One (1) additional monument sign is permitted at the intersection of 18<sup>th</sup> Street and Exchange Street.
  
  2. Area. ~~Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of site frontage that is not already utilized by other signs on the site or attached to buildings. Monument signs are allowed up to a maximum of 100 square feet. Allowable area on sites without buildings shall not exceed 32 square feet. (Section 8.150.H.2 amended by Ordinance 12-03, 1-3-12)~~ Monument sign area shall not exceed 100 square feet (per side).
  
  3. Height. The maximum height of a monument sign shall be 10 feet ~~above grade~~.
  
  4. Business Complex Signs. Two or more businesses or activities which are part of a business complex, strip mall or similar shared premises are permitted to erect one (1) monument sign within the allowable limit described in 8.150(H). Each individual business or activity shall not exceed 24 square feet of signage. (Section 8.150.H added by Ordinance 04-04, 5-3-04)
  
- I. Directional and Wayfinding Signs.

1. Types. Freestanding, wall-mounted, or projecting.
  2. Number. No limit on the number of directional and wayfinding signs.
  3. Area. Freestanding or wall-mounted directional signs shall not exceed 20 square feet (per side).
  4. Height. Freestanding directional signs shall not exceed 8 feet above grade; wall-mounted directional signs shall not be mounted higher than 20 feet above grade; projecting directional signs shall not be mounted higher than 20 feet with a minimum clearance of 14 feet above grade.
  5. Extensions into Right-of-Way. Not permitted. Directional and wayfinding signs must be on private property or hospital-controlled property.
  6. Illumination. May be internally or externally illuminated, in accordance with 8.070.G.
  7. Dynamic Elements. Moving or rotating parts, changeable text, or electronic displays are not permitted. All signs must display static messages only (no flashing, scrolling, or animated text/images).
- J. Comprehensive Sign Plan. For any new hospital or health care campus development in the HC Zone, the applicant may provide to the City for review a comprehensive signage plan depicting the location, size, and type of all proposed permanent signs on site. The purpose of the sign plan is to provide streamlined permitting for a coordinated wayfinding system and compliance with these standards. Upon City approval, the sign plan will govern signage on the campus; any significant deviations may require an amendment or separate sign permit.
1. Significant Deviations. Significant deviations include, but are not limited to:
    - a. The addition of a new sign type or category not originally included in the approved plan;
    - b. Any increase in total sign area or individual sign dimensions (height or width) by more than 10 percent;
    - c. The relocation of any freestanding sign to a different site frontage, or any building-mounted sign to a different facade than shown in the approved plan;
    - d. Any increase in sign height beyond the approved maximum height for that sign;
    - e. The introduction of illumination or digital display features not originally approved; or
    - f. Any change that would disrupt the approved plan's overall design theme, materials, or visual harmony.

**EXHIBIT A – Article 8  
Code Amendments Draft Language – HC (CMH) Sign Regulations**

**The following is a proposed new section of the Astoria Development Code (ADC), intended to be adopted in its entirety.** It establishes signage regulations specific to the Health Care (HC) zoning district and is presented as a clean, adoption-ready version. All changes shown in this section were previously displayed in track-changes format in earlier exhibits for reference and review.

This new section was developed to reflect Columbia Memorial Hospital’s role as a regional medical campus and to address the unique wayfinding, visibility, and operational needs of large institutional sites. The content integrates feedback from the Planning Commission and was designed to align with the City’s broader goals for clarity, consistency, and compatibility with the character of surrounding neighborhoods.

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**ARTICLE 8 SIGN REGULATIONS**

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**8.155 HC ZONE SIGN REGULATIONS**

Sign regulations within the HC (Health Care) Zone are intended to allow flexibility for hospital and health care campus signage to provide effective wayfinding for staff, patients, and visitors using any mode of transportation. Therefore, the following types, numbers, sizes, and features of signs are allowed. All allowed signs must also conform to the sign regulations of Sections 8.070 through 8.080. If any HC Zone sign regulations in this Section conflict with Sections 8.070–8.080, the provisions of this Section shall apply.

- A. Total Square Footage Permitted. The total square footage of all signage associated with a business site, use, or activity shall be limited based on sign type within the HC Zone.
- B. Freestanding Signs.
  - 1. Number. One (1) sign shall be permitted for each site devoted to a single business, building, use or activity.
  - 2. Area. Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of site frontage that is not already utilized by other signs on the site or attached to buildings. Freestanding signs are allowed up to a maximum of 100 square feet. Allowable area on sites without buildings shall not exceed 32 square feet.
  - 3. Height. The maximum height of a freestanding sign shall be 24 feet.

**EXHIBIT A – Article 8**  
**Code Amendments Draft Language – HC (CMH) Sign Regulations**

4. Business Complex Signs. Two or more businesses or activities which are part of a business complex, strip mall or similar shared premises are permitted to erect one (1) freestanding sign within the allowable limit described in 8.150(B.1). Each individual business or activity shall not exceed 24 square feet of signage.
- C. Wall, Roof Mounted, or Projecting Signs.
1. Number. No limit on the number of building wall-mounted signs.
  2. Illumination. May be internally or externally illuminated, in accordance with 8.070.G.
  3. Area. The total allowable area for all permanent signs attached to the building is determined as follows:
    - a. A wall, roof mounted, or projecting sign of one (1) square foot per lineal foot of building frontage is allowed.
    - b. Individual sign face area. The maximum size of an individual sign within the total allowable area limits is 100 square feet.
- D. Number of Signs. The number of signs within the total allowable area is limited based on sign type within the HC Zone.
- E. Temporary Signs. One (1) temporary sign not exceeding 24 square feet is allowed.
- F. Portable Signs. Portable Signs are allowed in accordance with Development Code Sections 8.040 and 8.080.
- G. Changeable Text Sign. Changeable text signs shall be allowed in the C-3 and S-2 Zones only and in accordance with Section 8.080(M).
- H. Monument Sign.
1. Number. One (1) sign shall be permitted for each building/campus access road. One (1) additional monument sign is permitted at the intersection of 18<sup>th</sup> Street and Exchange Street.
  2. Area. Monument sign area shall not exceed 100 square feet (per side).
  3. Height. The maximum height of a monument sign shall be 10 feet above grade.
  4. Business Complex Signs. Two or more businesses or activities which are part of a business complex, strip mall or similar shared premises are permitted to erect one (1) monument sign within the allowable limit

**EXHIBIT A – Article 8**  
**Code Amendments Draft Language – HC (CMH) Sign Regulations**

described in 8.150(H). Each individual business or activity shall not exceed 24 square feet of signage.

I. Directional and Wayfinding Signs.

1. Types. Freestanding, wall-mounted, or projecting.
2. Number. No limit on the number of directional and wayfinding signs.
3. Area. Freestanding or wall-mounted directional signs shall not exceed 20 square feet (per side).
4. Height. Freestanding directional signs shall not exceed 8 feet above grade; wall-mounted directional signs shall not be mounted higher than 20 feet above grade; projecting directional signs shall not be mounted higher than 20 feet with a minimum clearance of 14 feet above grade.
5. Extensions into Right-of-Way. Not permitted. Directional and wayfinding signs must be on private property or hospital-controlled property.
6. Illumination. May be internally or externally illuminated, in accordance with 8.070.G.
7. Dynamic Elements. Moving or rotating parts, changeable text, or electronic displays are not permitted. All signs must display static messages only (no flashing, scrolling, or animated text/images).

J. Comprehensive Sign Plan. For any new hospital or health care campus development in the HC Zone, the applicant may provide to the City for review a comprehensive signage plan depicting the location, size, and type of all proposed permanent signs on site. The purpose of the sign plan is to provide streamlined permitting for a coordinated wayfinding system and compliance with these standards. Upon City approval, the sign plan will govern signage on the campus; any significant deviations may require an amendment or separate sign permit.

1. Significant Deviations. Significant deviations include, but are not limited to:
  - a. The addition of a new sign type or category not originally included in the approved plan;
  - b. Any increase in total sign area or individual sign dimensions (height or width) by more than 10 percent;
  - c. The relocation of any freestanding sign to a different site frontage, or any building-mounted sign to a different facade than shown in the approved plan;
  - d. Any increase in sign height beyond the approved maximum height for that sign;

**EXHIBIT A – Article 8**  
**Code Amendments Draft Language – HC (CMH) Sign Regulations**

- e. The introduction of illumination or digital display features not originally approved; or
- f. Any change that would disrupt the approved plan's overall design theme, materials, or visual harmony.

(\*\*\*)

//End//

**EXHIBIT B – Article 8  
Code Amendments Draft Language - Sign Regulations**

The proposed amendments to Article 8, Astoria Development Code (ADC), are shown below using the following conventions:

- **Strikethrough** text indicates deleted language.
- **Underlined** text indicates new language.
- **Track changes** may appear in multiple colors due to versioning across iterations.
- **(\*\*\*)** indicates that no changes are proposed to the following code section.
- **Numbering, formatting, spacing, and internal cross-reference errors** will be corrected as part of this update to improve readability, accuracy, and internal consistency.

Staff **“annotations”** are included **below the relevant code section or provision** (not in the margin) and are intended to highlight the rationale or policy basis for proposed changes. These serve a function similar to “findings” or legislative justification for each amendment.

The proposed revisions reflect changes related to hospital signage standards, modernization of Article 8 (Sign Code), and administrative corrections to improve clarity and ensure consistency with state law.

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**ARTICLE 8 SIGN REGULATIONS**

8.010 PURPOSE

8.015 HOW TO USE THIS ARTICLE

8.020 ADOPTION OF UNIFORM SIGN CODE RESERVED

8.030 CONFORMANCE

8.040 EXEMPT SIGNS

8.050 PROHIBITED SIGNS

8.060 SIGN PERMITS AND CONSTRUCTION STANDARDS

8.070 GENERAL SIGN REGULATIONS

8.080 SPECIFIC SIGN REGULATIONS (Applicable To All Zones)

8.100 NONCONFORMING SIGNS

8.110 VARIANCES

8.120 DIAGRAMS

8.130 BASE ZONE REGULATIONS

8.140 C-1 ZONE SIGN REGULATIONS

8.150 C-2, C-3, GI, S-1, S-2, A-1, A-2, A-2A, LS, HR, CA, ~~HC~~, AH-HC, FA ZONE SIGN REGULATIONS

8.155 HC ZONE SIGN REGULATIONS

8.160 R-1, R-2, R-3, CR, AH-MP, AND PD ZONES SIGN REGULATIONS

8.170 A-3, A-4, S-5, IN AND LR ZONES SIGN REGULATIONS

8.180 C-4, S-2A, MH, AND AH-MP ZONE SIGN REGULATIONS

**8.010 PURPOSE**

**EXHIBIT B – Article 8**  
**Code Amendments Draft Language - Sign Regulations**

The purpose of this Section is to regulate the number, size, placement and physical characteristics of signs in order to achieve the following objectives:

- ~~A. The maintenance of public safety and traffic safety by ensuring that signs are appropriately designed, constructed, installed and maintained.~~
- ~~B. The enhancement of the operation of businesses in the City by promoting the reasonable, orderly and effective display of signs.~~
- ~~C. The enhancement of the City's physical appearance by promoting signs which are visually compatible with their surroundings and preserve the visual integrity of the area. (Section 8.010.3 amended by Ordinance 04-04, 5-3-04)~~

The purpose of this Section is to regulate the number, size, placement, illumination, and physical characteristics of signs to:

- A. Protect public and traffic safety by preventing hazards and visual obstructions.
- B. Support business identification and wayfinding through reasonable and orderly sign display.
- C. Enhance community character and appearance by promoting visual compatibility with surrounding development.

**Content-Neutral Regulation.** This Article regulates signs by their physical characteristics, location, and manner of display, and does not regulate the content or viewpoint of any sign message.

*“Annotated: This amendment streamlines the Purpose section to clearly state the City’s core objectives—public safety, business identification, and community character—using concise, plain-language standards. It also adds an explicit content-neutral clarification that the City regulates signs based on physical characteristics, location, and manner of display rather than message or viewpoint. The changes do not alter any sign allowances or restrictions; they improve readability for applicants and staff and strengthen the defensibility and consistent application of the sign regulations.”*

**8.015 HOW TO USE THIS ARTICLE**

**Applicability and Order of Review.** Article 8 includes general standards, sign-type standards, and zone-specific limits. To determine whether a sign is allowed and what standards apply, applicants and staff shall apply this Article in the following order:

- A. Exempt Signs (8.040).** Determine whether the sign is exempt from the sign permit requirements and other provisions of this Article.
- B. Prohibited Signs (8.050).** If not exempt, determine whether the sign or sign feature is prohibited.
- C. Sign Permits (8.060).** If the sign is not exempt and not prohibited, determine whether a sign permit is required and what submittal materials are necessary.

**EXHIBIT B – Article 8**  
**Code Amendments Draft Language - Sign Regulations**

**D. General Standards (8.070).** Apply measurement, height, clearance, placement, lighting/glare, and maintenance standards that apply to all signs.

**E. Sign-Type Standards (8.080).** Apply standards that apply to specific sign types (e.g., wall, projecting, freestanding, temporary, portable).

**F. Zone Standards (8.140–8.180).** Apply the zone-specific sign allowances and caps (sign types allowed, number, total sign area, and maximum individual sign area).

**G. Existing Signs (8.100 and 8.110).** If an existing sign does not conform, determine whether it is a nonconforming sign subject to Section 8.100 and/or whether a variance may be requested under Section 8.110.

**Where standards conflict:** If a zone-specific standard differs from a general or sign-type standard, the zone-specific standard controls unless this Article expressly states otherwise.

*“Annotated: This amendment adds a brief “How to Use This Article” roadmap to clarify the order in which sign regulations are applied. It does not change any sign allowances or standards. Instead, it establishes a clear review sequence—exempt, prohibited, permit, general standards, sign-type standards, and zone-specific limits, followed by nonconforming and variance provisions—to improve consistency, reduce processing time, and minimize interpretive disputes while preserving the City’s existing policy objectives.”*

**HISTORY**

*Amended by Ord. 22-01 on 11/7/2022*

**8.020 ADOPTION OF UNIFORM SIGN CODE - RESERVED**

~~The City of Astoria enforces the State building code per ORS Chapter 455 and the rules adopted there under by reference, except as modified in this Code.~~

~~(Section 8.020 amended by Ordinance 04-04, 5-3-04)~~

**HISTORY**

*Amended by Ord. 22-01 on 11/7/2022*

**8.030 CONFORMANCE**

~~No sign may be erected or allowed to remain unless it conforms with the regulations of Sections 8.010 through 8.180. Sign permits, as required by 8.060, must be approved prior to the placement of a sign. All signs in historic districts, or in conjunction with historic buildings or sites subject to the Historic Landmarks Code must be approved through the review process outlined in Sections 6.050 and 6.090.~~

~~(Section 8.030 amended by Ordinance 04-04, 5-3-04)~~

**EXHIBIT B – Article 8**  
**Code Amendments Draft Language - Sign Regulations**

- A. General Compliance.** No sign may be erected, installed, altered, or maintained unless it complies with the provisions of Sections 8.010 through 8.180.
- B. Sign Permit.** A sign permit shall be required under Section 8.060 for all signs unless expressly exempted by Section 8.040 and shall be approved prior to installation.
- C. Historic Review.** In addition to any required sign permit, signs located on a designated historic building or site, within a National Register Historic District, or on a site adjacent a designated historic building, site, or National Register Historic District shall be subject to review under Article 6 (Historic Landmarks) and the applicable procedure in Article 9 (Development Review Procedures). The review type (Type I, II, or III) shall be as specified in Article 9 for historic review actions.

*“Annotated: This amendment reorganizes the section into three clearly labeled subsections to distinguish general compliance, permit requirements, and historic review. It clarifies that sign permits are required unless expressly exempt and that historic review may be required in addition to a sign permit, rather than in place of it. The update replaces outdated cross-references with current Article 6 and Article 9 procedures, improving staff consistency, reducing midstream process corrections, and making review pathways clearer for applicants.”*

**HISTORY**

Amended by Ord. 22-01 on 11/7/2022

**8.040 EXEMPT SIGNS**

- ~~A. The following signs are permitted and are exempt from the requirements of this Code:
  - 1. Building plaque, cornerstone, or similar building identification which is an integral and normal part of a building.
  - 2. House and building numbers, not to exceed four (4) square feet, with numbers not exceeding 12 inches in height.
  - 3. Decorative banners in residential zones not exceeding six (6) square feet.
  - 4. Official informational signs, traffic signs, kiosks, signals, notices, and decorative and event banners.
  - 5. Historical markers erected or maintained by public authority or by a recognized historical organization.
  - 6. Historical signs, and reproductions of historic signs. (Section 8.040.A.14 amended by Ordinance 04-04, 5-3-04)(Section 8.040.A.13 amended by Ordinance 04-04, 5-3-04)(Section 8.040.A.11 amended by Ordinance 04-04, 5-3-04)(Section 8.040.A.6 amended by Ordinance 04-04, 5-3-04)
  - 7. A wall sign for an approved home occupation not exceeding one (1) square foot.
  - 8. Directional signs, each not exceeding four (4) square feet.
  - 9. Flags of local, state, or national origin.~~

**EXHIBIT B – Article 8**  
**Code Amendments Draft Language - Sign Regulations**

- ~~10. Signs located within a building, except window signs.~~
- ~~11. Informational signs, such as hours of operation, accepted cards, and similar signs not exceeding one (1) square foot for groups of related signage. Open and closed signs not exceeding 1.5 square feet.~~
- ~~12. Signs, not exceeding 24 square feet, in residential zones which are used for the identification of public and semi-public uses.~~
- ~~13. One short term real estate sign for each street frontage located on the premises for sale, lease or rent, not exceeding six (6) square feet, provided they are removed within 14 days after the transaction has been completed.~~
- ~~14. Political signs, located on private property. Political signs related to an election shall be removed 14 days after the election. Political signs not meeting this exemption shall comply with the sign code regulations and permit process.~~
- ~~15. Signs located on buildings in aquatic zones not visible from a public street or right-of-way, not exceeding 32 square feet.~~
- ~~16. Signs affixed to the face of individual gas pumps located at gasoline service station.~~
- ~~17. Portable signs which are located within a street right-of-way in accordance with City Code Section 5.060.~~
- ~~18. Short term signs, in the nature of decorations, clearly incidental to and customarily and commonly associated with any national, local, or religious holiday.~~

**A. General. The following signs are permitted and are exempt from the sign permit requirements of this Article, provided they comply with applicable safety, placement, and right-of-way standards:**

- 1. Building Identification.** Building plaques, cornerstones, and similar identification that are an integral part of a building.
- 2. Address Numbers.** House and building numbers not exceeding four (4) square feet in total area, with numbers not exceeding twelve (12) inches in height.
- 3. Decorative Banners (Residential Zones).** Decorative banners in residential zones not exceeding six (6) square feet.
- 4. Official and Public Information Signs.** Official traffic control devices, public notices, kiosks, and informational or event signage erected or maintained by a public authority.
- 5. Historic Markers and Historic Sign Reproductions.**
  - A) Historic markers erected or maintained by a public authority or recognized historical organization.**
  - B) Reproductions of a documented historic sign that was originally located on the same building or site, provided the reproduction is non-illuminated and, where applicable, reviewed in accordance with Article 6 (Historic Landmarks).**
- 6. Home Occupation Sign.** One wall sign for an approved home occupation not exceeding two (2) square feet.

**EXHIBIT B – Article 8**  
**Code Amendments Draft Language - Sign Regulations**

7. **Directional Signs.** Directional signs not exceeding four (4) square feet each. (Larger or illuminated directional signs are regulated under Section 8.080(H).)
8. **Flags.** Flags of local, state, or national origin.
9. **Interior Signs.** Signs located entirely within a building, except window signs.
10. **Informational Signs.** Informational signs such as hours of operation, accepted cards, or similar information, not exceeding one (1) square foot per group of related signs. Open/closed signs shall not exceed one and one-half (1.5) square feet and are limited to one (1) exempt open/closed sign per frontage. This includes instructional signage affixed to the face of an Automated Teller Machine (ATM), subject to the same size and illumination limits.
11. **Public and Semi-Public Use Identification (Residential Zones).** Signs identifying public or semi-public uses in residential zones, not exceeding twenty-four (24) square feet.
12. **Real Estate Signs.** One short-term real estate sign per street frontage on a property offered for sale, lease, or rent, not exceeding six (6) square feet, and removed within fourteen (14) days after completion of the transaction.
13. **Temporary Noncommercial Signs (Private Property).** Temporary noncommercial signs located on private property, not exceeding six (6) square feet, and removed within fourteen (14) days after the applicable event or notice period.
14. **Aquatic Zone Building Signs (Not Visible).** Signs on buildings in aquatic zones that are not visible from a public street or right-of-way, not exceeding thirty-two (32) square feet.
15. **Fuel Pump Signs.** Signs affixed to the face of individual gasoline pumps.
16. **Right-of-Way Portable Signs.** Portable signs located within a public right-of-way in compliance with City Code Section 5.060.
17. **Holiday Decorations.** Short-term decorative signs or displays customarily associated with national, local, or religious holidays, installed within a reasonable period prior to the holiday and removed within thirty (30) days after the holiday.
18. **Door Signs.** One door sign is allowed per primary entrance, not exceeding 1.5 square feet in area. It must be directly affixed to the door and used only for essential information related to the occupant or business. No illumination is permitted.

*“Annotated: This amendment streamlines and consolidates the exempt sign categories to reduce overlap and ambiguity while preserving existing allowances and size limits. It replaces the content-based “political sign” exemption with a content-neutral category for temporary noncommercial signs, applies uniform time and area limits, and clarifies objective criteria for historic sign reproductions tied to Article 6 review. These changes improve consistency in application, reduce interpretive disputes, and strengthen the*

**EXHIBIT B – Article 8**  
**Code Amendments Draft Language - Sign Regulations**

*defensibility and enforceability of the exempt sign provisions without expanding or restricting where signs are allowed.”*

**8.050 PROHIBITED SIGNS**

1. The following signs are prohibited:

- ~~1. Strobe lights and signs containing strobe lights.~~
- ~~2. Spot lights and beacons, except for special community wide events by permit.~~
- ~~3. Signs which flash, revolve, rotate, swing, undulate or otherwise attract attention through the movement or flashing of parts of the sign, including inflatable signs, large balloons, flags, pennants, animation sign on vehicles, billboard vehicles, or similar devices.~~

This prohibition does not include the following signs:

- ~~1. barber poles of maximum of 4' in total fixture height may rotate;~~
- ~~2. changeable text signs;~~
- ~~3. time and temperature signs;~~
- ~~4. signs, other than animation signs, on vehicles such as buses, delivery vehicles, etc. that are used other than solely for display of signage. (Section 8.050.A.7 amended by Ordinance 04-04, 5-3-04)(Section 8.050.A.3.d added by Ord 19-05, 6-17-2019) (Section 8.050.A.3 amended by Ord 19-05, 6-17-2019; 8.050.A.3 amended by Ordinance 04-04, 5-3-04; amended by Ordinance 12-03, 1-3-12)~~
- ~~4. (Section 8.050.A.9 added by Ordinance 04-04, 5-3-04)(Section 8.050.A.4 deleted by Ordinance 04-04, 5-3-04)~~
- ~~5. Abandoned or deteriorated signs.~~
- ~~6. Public address systems or sound devices for advertising purposes.~~
- ~~7. Backlit awning signage is prohibited in the area bounded by Exchange Street on the south, the pierhead line on the north, 8th Street on the west, and 16th Street on the east; or within the Gateway Master Plan Area.~~
- ~~8. No unofficial sign which purports to be, is an imitation of, or resembles an official traffic sign or signal, or which attempts to direct the movement of traffic, or which hides from view any official traffic sign or signal.~~
- ~~9. Animation Signs.~~
- ~~10. Changeable text signs on a vacant lot.~~
- ~~11. Off-premise changeable text signs.~~
- ~~12. Signs shall not be installed on portions of structures exempt from building height such as elevator shafts and/or rooftop equipment enclosures.~~

**HISTORY**

*Amended by Ord. 22-01 on 11/7/2022*

- A. Prohibited Features - The following sign features are prohibited:**
- 1. Strobe, flashing, or animation. Signs or sign components that strobe, flash, scroll, rotate, revolve, swing, undulate, or otherwise**

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move or change to attract attention, including inflatable or mechanically animated elements.

2. **Sound.** Public address systems or sound devices used for advertising or attention-getting.
3. **Glare or beam effects.** Spotlights, beacons, laser devices, or light beams directed onto buildings, streets, sidewalks, or the sky, except as authorized for permitted community-wide events.

**B. Prohibited Sign Types - The following sign types are prohibited unless approved through a Type I permit by the Community Development Director:**

1. **Off-premise signs,** including off-premise electronic or changeable message signs.
2. **Electronic message signs,** except as expressly allowed in this Article (e.g., time/temperature displays or existing lawful nonconforming signs).
3. **Vacant-lot signs** that are electronic or changeable message signs.
4. **Vehicle-mounted advertising** where a vehicle, trailer, or similar device is used primarily or solely for the display of signage.
5. **Inflatable or balloon-mounted signs,** including tethered advertising devices.
6. **Projected image signs,** including images or messages projected onto buildings, structures, sidewalks, streets, or other surfaces.
7. **Drone-** or aerial-mounted advertising devices.
8. **Roofline electronic** signs or message boards.
9. **Signs on exempt building elements,** including elevator shafts or rooftop equipment enclosures.
10. Abandoned or deteriorated signs.
11. **Traffic-confusing signs.** Any sign that purports to be, imitates, or resembles an official traffic sign or signal, directs the movement of traffic, or obscures an official traffic control device.
12. **Flexible, Banner, and Movement-Based Signs.** Signs made of flexible materials—including vinyl, fabric, plastic, or similar—are not permitted as permanent signage. This includes banners, pennants, streamers, flags used for advertising, and any signage designed to move or flutter in the wind. Temporary banners allowed under Section 8.080(K) are exempt from this provision.

**C. Limited Exceptions - The following are not prohibited by this Section, provided they comply with all other applicable provisions of this Article:**

1. **Barber poles** with a maximum total fixture height of four (4) feet, which may rotate.
2. **Time and temperature displays** that do not include advertising or other message content.
3. **Signs on operational vehicles** (e.g., buses, delivery vehicles) that are used primarily for transportation or service and not solely for advertising.

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*“Annotated: This amendment reorganizes the prohibited sign provisions into three clear categories—prohibited features, prohibited sign types, and limited exceptions—to improve readability and consistent enforcement. It modernizes the section by explicitly addressing emerging formats such as projected image signs, laser/light-beam advertising, drone- or aerial-mounted devices, and roofline electronic message boards, while aligning electronic/changeable text sign standards with the City’s digital phase-out policy. These changes do not alter the underlying safety and aesthetic intent of the code; they clarify scope, close interpretive gaps, and reduce ambiguity for applicants and staff.”*

**8.060 SIGN PERMITS AND CONSTRUCTION STANDARDS**

- ~~A. Sign Permit Required. A sign permit is required for the erection of any new sign or the structural alteration of an existing sign, except those signs that are exempt in Section 8.040. A sign permit is required for modification or alteration of the sign face, or any portion of the sign or supporting structure. (Section 8.060.B.5 added by Ordinance 04-04, 5-3-04)(Section 8.060.B.4 amended by Ordinance 04-04, 5-3-04) (Section 8.060.A amended by Ordinance 04-04, 5-3-04)~~
- ~~B. Required Information for a Sign Permit. For purposes of review by the Community Development Director, a scale drawing of the proposed sign shall be submitted. The drawing shall include:
  - ~~1. The dimensions of the sign;~~
  - ~~2. Location of the sign;~~
  - ~~3. Any structural elements of the proposed sign; and~~
  - ~~4. The size, location, and dimensions of any other sign(s) located on the applicant's building or property.~~
  - ~~5. A site plan indicating the dimension of the building frontage and/or site frontage.~~
  - ~~6. In addition to any other application requirements listed above, all changeable text sign applications shall include the following:
    - ~~a. Manufacturer’s information on the operation, illumination, and ability of the sign to comply with the regulations and standards in this Code.~~
    - ~~b. Diagram with at least two sample messages for the proposed activity utilizing the lighting capabilities of the proposed sign.~~~~~~
- ~~C. Sign Permit Fee. The fee for a sign permit shall be established by Resolution.~~

**A. Sign Permit Required**

A sign permit is required for the erection of any new sign or the structural alteration of an existing sign, except for signs exempt under Section 8.040. A permit is also required for changes to the sign face, illumination type, mounting method, or supporting structure.

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**Copy Change.** A sign permit is required for a change to the sign face text, graphics, or message only, provided the change does not alter the sign area, illumination type, mounting method, or structural components.

**B. Construction and Electrical Code Compliance**

All signs and sign illumination shall comply with the Oregon Structural Specialty Code, Oregon Electrical Specialty Code, ORS Chapter 455, and rules adopted thereunder. Approval of a sign permit does not eliminate the need for any required building, electrical, or right-of-way permits.

**C. Required Submittals** - Applicants shall submit a scale drawing showing:

1. Sign dimensions and location;
2. Structural elements and mounting;
3. Other signs on the site or building; and
4. Building or site frontage used to calculate allowable sign area.

Electronic or Changeable Message Signs (if allowed): Manufacturer specifications and two sample display messages shall be provided.

**D. Sign Permit Fee** - The sign permit fee shall be established by Resolution.

*“Annotated: This amendment revises Section 8.060 to consolidate sign permitting and construction/electrical code compliance into a single, clear section. The update incorporates the substance of former Section 8.020 by expressly requiring all signs and sign illumination to comply with applicable state building and electrical codes and ORS Chapter 455, while clarifying that separate building, electrical, or right-of-way permits may still be required. These changes do not expand or restrict sign allowances; they eliminate duplication, align the section title with its content, and improve clarity for applicants and staff.”*

**HISTORY**

*Amended by Ord. 22-01 on 11/7/2022*

**8.070 GENERAL SIGN REGULATIONS**

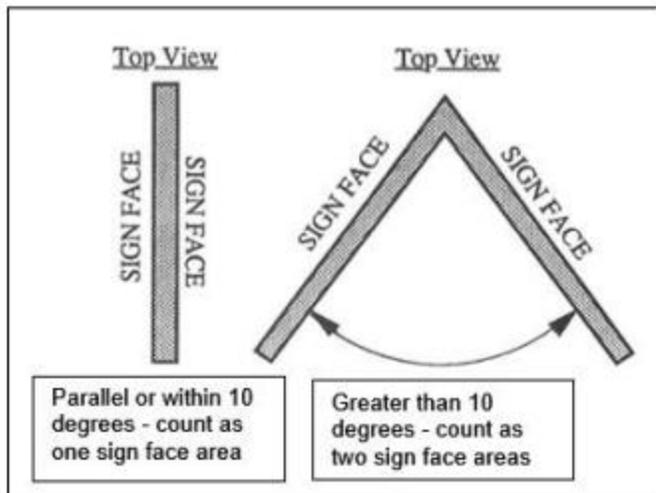
The following general provisions shall govern all signs, in addition to all other applicable provisions pertaining to signs:

**A. Sign Face Area.**

1. The area of sign faces enclosed in frames or cabinets is determined based on the outer dimensions of the frame or cabinet surrounding the sign face [See 8.120(A.1), Figure 1]. Sign area does not include foundations, supports, and other essential structures which do not serve as a backdrop or border to the sign. Only one (1) side of a double-faced sign is counted in measuring the sign face area, ~~except for a double-faced changeable text sign.~~ If the sign faces are not parallel or within 10 degrees of parallel, each is considered one sign face and both faces are counted.

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(Section 8.070.A.1 amended by Ord 19-05, 6-17-2019; 8.070.A.1 amended by Ordinance 04-04, 5-3-04)



2. When signs are constructed of individual elements attached to a building wall, the sign area is determined by calculating the area of an imaginary rectangle drawn around the sign elements [See 8.120(A.2), Figure 2].
- ~~3. Several businesses may use one sign as long as the area they each use does not exceed their own allowable square footage, and the total area of the sign does not exceed that allowed in the zone.~~
3. **Shared Sign Area.** Multiple businesses or uses located on the same site or within the same multi-tenant building may share a single sign, provided the total sign area does not exceed the maximum allowed for the property or building. The property owner or manager shall acknowledge on the sign permit application if one business or use is allocated a disproportionate share of the total allowable sign area, which may limit the remaining sign area available to other existing or future tenants.

*“Annotated: This amendment clarifies allocation of total allowable sign area on multi-tenant properties, allowing shared signage while requiring owner acknowledgment when one tenant uses a disproportionate share. It improves transparency and reduces disputes without regulating sign content.”*

4. The area of sign faces for round or three-dimensional signs is determined by the maximum sign face area visible at one time.
5. When a sign is incorporated into an awning or marquee, only the sign area as determined by a perimeter drawn around the individual elements is counted as the sign face.
6. For sign structures containing multiple sign modules oriented in the same direction, the sign area is determined by calculating the area of an imaginary rectangle drawn around the sign elements [See 8.120(A.3), Figure 3].

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7. Sign area square footage is based on frontage. Freestanding and monument signs are based on the site frontage, all other signs are based on the building frontage. (Section 8.070.A.7 added by Ordinance 12-03, 1-3-12)
- B. Height of Signs. The overall height of a sign or sign structure is measured from the existing grade directly below the sign to the highest point of the sign or sign structure (See 8.120-B.1, Figure 4).
- C. Clearances. Clearances are measured from the existing grade directly below the sign to the bottom of the sign structure enclosing the sign face (See 8.120-C.1, Figure 5).
- D. Corner Signs and Frontage Assignment. ~~Corner signs facing more than one (1) street shall be assigned to a frontage by the applicant. The sign must meet all provisions for the frontage it is assigned to.~~ On a corner lot or a site with frontage on more than one street, each sign shall be assigned to a single frontage and shall comply with all standards applicable to that frontage. The applicant shall identify the assigned frontage as part of the sign permit application, subject to review and confirmation by the Community Development Department to ensure consistency with applicable code standards.
- E. Sign Placement.
1. Placement. All signs and sign structures shall be erected and attached totally within the site except when allowed to extend into the right-of-way.
  2. ~~Frontages~~. ~~Signs allowed based on the length of one (1) site frontage may not be placed on another site frontage.~~
    - a. ~~Exception~~. ~~If a portion of a building facade or site line is more suited for signage than the allowable frontage, an applicant may choose to use that building facade or site line in lieu of the allowable frontage. The square footage of the sign shall be calculated on the length of the newly selected building facade or site line or on the allowable frontage, whichever is smaller. In choosing this exception, the applicant shall relinquish the right to install signage on the other allowable frontage unless a variance is granted. (Section 8.070.E.2 amended by Ordinance 04-04, 5-3-04)~~
  2. Frontages. Signs whose allowable area or number is based on a specific site or building frontage shall be placed on that frontage only.
    - a. Exception (Alternate Façade). An applicant may place a sign on a building façade or site line other than the allowable frontage when that façade is better suited for signage, subject to the following:
      1. Area Calculation. The allowable sign area shall be calculated on the length of the selected façade or the allowable frontage, whichever is smaller.
      2. Allocation Tradeoff. The sign placed on the alternate façade shall count against the total number and area of signs otherwise allowed on the frontage, in an equal amount, unless a variance is granted.

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*“Annotation: This amendment clarifies how sign area and number are allocated when an alternate façade is used, making the tradeoff explicit. It preserves flexibility for better sign placement while ensuring the total sign entitlement for the site or building is not increased, improving predictability and consistent administration.”*

3. Vision Clearance Areas. No sign may be located within a vision clearance area as defined in City Code Section 6.100 (via Development Code Section 3.045) as defined in Section 3.045, except that support elements with a combined width and depth of twelve (12) inches or less are permitted. No support structure(s) for a sign may be located in a vision clearance area unless the combined total width is 12 inches or less and the combined total depth is 12 inches or less.
4. Vehicle Area Clearances. When a sign extends over a private area where vehicles travel or are parked, the bottom of the sign structure shall be at least 14 feet above the ground. Vehicle areas include driveways, alleys, parking lots, and loading and maneuvering areas. Where a sign extends over an area used by vehicles, the bottom of the sign shall be at least fourteen (14) feet above grade.
5. Pedestrian Area Clearances. When a sign extends over sidewalks, walkways or other spaces accessible to pedestrians, the bottom of the sign structure shall be at least eight (8) feet above the grade except for pedestrian signs located below marquees, canopies, or awnings which shall be at least seven and one half (7.5) feet above the grade. (Section 8.070.E.5 amended by Ordinance 04-04, 5-3-04)
6. Required Yards and Setbacks. Signs may be erected in required yards and setbacks.
- F. Traffic Safety Signs Not to Constitute a Traffic Hazard. Signs or sign supporting structures shall not be located so as to detract from a motorist's view of vehicular or pedestrian traffic or a traffic sign. Signs and sign structures shall not obstruct or detract from the visibility of vehicular or pedestrian traffic or official traffic control devices.
- G. Glare. All signs shall be so designed and located so as to prevent the casting of glare or direct light from artificial illumination upon adjacent publicly dedicated roadways and surrounding property. Signs shall be designed and located to prevent glare or direct light onto adjacent public rights-of-way or surrounding property.
- H. Removal of Abandoned Signs. It is the responsibility of the property owner to remove any abandoned sign within 90 days of cessation of use. The property owner shall remove any abandoned sign, as defined in Article 1, within ninety (90) days of the cessation of the associated use or activity. For the purposes of this section, an abandoned sign is a sign pertaining to a business, use, or message that has ceased for a continuous period of ninety (90) days.
- I. Materials and Construction. A sign subject to a permit shall meet the material and construction methods requirements of the Uniform Sign Code. Signs subject to a permit shall comply with applicable construction and material standards as required by Section 8.060 and applicable state codes.

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- J. ~~Maintenance. All signs, together with their supporting structures, shall be kept in good repair and maintenance. Signs shall be kept free from excessive rust, corrosion, peeling paint, or other surface deterioration. The display surfaces and vegetation surrounding all signs shall be kept in a neat appearance. All signs and supporting structures shall be maintained in good repair and free from excessive rust, corrosion, peeling paint, or other deterioration. Surrounding vegetation shall be maintained to preserve sign visibility and site appearance.~~
- K. ~~Through-the-Block Signage (Administrative Allowance). Buildings which contain frontage on two parallel arterial streets, or on an arterial street and a waterway, shall be entitled to twice the allowable total square footage for the zone in which it is placed. [See 8.070(E.2)]. This double allowance affects only the overall total square footage for the site. The maximum square footage of each individual sign, the square footage for the frontage, the number of signs, location, and other attributes of the sign are not affected by this allowance. (Section 8.070.K amended by Ordinance 04-04, 5-3-04)~~

1. Eligibility. A building qualifies for a through-the-block allowance when it has primary frontage on two parallel arterial streets, or on one arterial street and a navigable waterway, as designated on the City’s adopted functional street classification map.
2. Allowance. Eligible buildings may receive up to two (2) times the total allowable sign area otherwise permitted for the zone.
3. Limitations. This allowance applies only to the total sign area cap. It does not increase the maximum area of any individual sign, the number of signs, or applicable height, placement, or design standards.
4. Documentation. Eligibility shall be demonstrated on the site plan submitted with the sign permit application.

*“Annotated: These amendments consolidate and clarify the core measurement and placement standards that apply to all signs while preserving existing size, number, and location limits. It refines the sign area provisions with consistent frontage-based calculations, clarifies frontage assignment for corner lots and multi-frontage sites, and corrects the vision clearance reference to City Code Section 6.100 via Development Code Section 3.045. Redundant and duplicative language on traffic safety, glare, abandoned signs, materials, and maintenance is streamlined for consistency. The “through-the-block” allowance is retained but converted into a defined administrative standard with clear eligibility, limitations, and a site plan documentation requirement, improving predictability and staff review without expanding entitlements.”*

**HISTORY**

Amended by Ord. 22-01 on 11/7/2022

**8.080 SPECIFIC SIGN REGULATIONS (Applicable To All Zones)**

- A. Wall or Roof Signs. Subject to zone-specific limitations in Sections 8.140 through 8.180

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1. Projection. Signs may project a maximum of 12 inches from the face of the building to which they are attached, provided the lowest portion of the sign is at least eight (8) feet above grade. Any portion lower than eight (8) feet may only project four (4) inches.
  2. Extension above roof line. Unless otherwise specified, signs may not project more than four (4) feet above the eaves of the primary roof structure of a pitched roofed building, or more than two (2) feet above the eave or parapet of the primary roof structure of a flat roofed building.
  3. Number. ~~Permanent wall signage of a maximum of twelve (12) square feet per frontage shall be calculated as one sign. (Section 8.080.A.3 added by Ord 19-05, 6-17-2019)~~ For the purpose of counting the number of signs on a site, a cumulative total of up to 12 square feet of wall-mounted signage per building frontage shall be counted as a single sign.
- B. Marquee, Canopy or Awning Signs.
1. Projection. Signs attached to the face of a marquee, canopy, or awning shall not project more than three (3) inches from the surface.
  2. Projection of pedestrian signs. Pedestrian signs (e.g., projecting blade sign oriented to sidewalk traffic) may not project beyond or above the face of the marquee, canopy, or awning.
  3. Height. Pedestrian signs shall have a maximum face height of nine (9) inches.
  4. Clearance above grade. Subject to Section 8.070(E)(6). ~~The lowest portion of a sign attached to a marquee, canopy, or awning shall not be less than seven and one-half (7.5) feet above grade.~~
- C. Projecting Signs.
1. Projection. Signs may project from the face of the building to which they are attached as follows:
    - a. A maximum of one (1) foot if located eight (8) feet above grade;
    - b. Two (2) feet if located nine (9) feet above grade; or
    - c. Four and one-half (4.5) feet if located ten (10) feet or more above grade.
    - d. Six (6) feet if located 12 feet or more above grade.

They must be mounted at a right angle to the plane of the building facade except signs located on the corner of a building. (Section 8.080.C.1 amended by Ordinance 04-04, 5-3-04)

2. Height and extension above roof line. Signs shall not extend above the eaves of the primary roof structure of any pitched roof building to which they are attached, or be lower than eight (8) feet above grade. Signs may extend a maximum of two (2) feet above the facade or parapet of the primary roof structure of any flat roofed building.
3. Clearance above grade. Projecting signs not occurring under marquees, canopies, or awnings shall maintain a clearance of not less than eight (8) feet from the underlying sidewalk.

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4. Angle of sign. The angle between the two sides of a projecting sign may not be greater than 10° (ten degrees), and the two sides may not be visible at the same time from adjacent properties or streets. Signs that are greater than 10° (ten degrees) shall be counted as two signs in number and square footage. (Section 8.080.C.4 amended by Ord 19-05, 6-17-2019; 8.080.C.4 added by Ordinance 04-04, 5-3-04)

**D. Freestanding Signs.**

1. ~~Signs may extend into the right-of-way a maximum of four and one-half (4.5) feet and shall not be less than ten (10) feet from the underlying sidewalk. (Section 8.080.D.1 amended by Ordinance 04-04, 5-3-04)~~  
Freestanding signs may project up to 4.5 feet into the public right-of-way but must maintain a minimum vertical clearance of 10 feet above the sidewalk directly beneath.
2. Diagonal corner signs may extend into the right-of-way to a point that is determined by extending a line from the maximum points allowed for a standard projecting sign on the same site frontage.
3. Supporting structures shall be located within the property line.

**E. Wall Graphics / Murals.**

1. ~~Except as noted in Section E.3 below, designs shall be evaluated by the Planning Commission on a case by case basis in order to determine appropriateness to the area. The Planning Commission may approve, deny, or modify requests, in accordance with Sections 9.010 through 9.100, based on their evaluation of:~~
  - a. ~~The appropriateness of the work in terms of color, scale, location, and design; and~~
  - b. ~~The impact on surrounding buildings, views and vistas. (Section 8.080.E.1 amended by Ordinance 04-04, 5-3-04)~~
2. ~~The square footage of a wall graphics is not calculated as part of the allowable area of signage or number of signs associated with a business site, use, or activity.~~
3. ~~A wall graphic proposed to be located on a historic structure or site, adjacent to or across the right-of-way from a historic structure or site, within a National Register Historic District, or adjacent to or across the right-of-way from a National Register Historic District shall be evaluated by the Historic Landmarks Commission on a case by case basis in order to determine appropriateness to the area. The Historic Landmarks Commission may approve, deny, or modify requests, in accordance with Sections 9.010 through 9.100, based on their evaluation of:~~
  - a. ~~The appropriateness of the work in terms of color, scale, location, and design; and~~
  - b. ~~The impact on surrounding historic structures or sites; and~~
  - c. ~~The impact on surrounding buildings, views, and vistas. (Section 8.080.E.3 added by Ordinance 04-04, 5-3-04)~~

**1. Definition. Wall graphic or mural means artwork, illustration, or noncommercial imagery applied directly to an exterior wall or building**

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surface that is not determined by the City to function primarily as a sign identifying a business, product, or service.

**2. Permit Type and Review Authority.**

A) **Standard Review.** Wall graphics/murals that meet the thresholds in subsection (3) below shall be reviewed as a Type I Miscellaneous Review by the Community Development Director under Article 9.

B) **Historic Review.** Wall graphics/murals located on a designated historic resource, within a National Register Historic District, or on a site adjacent to or across a right-of-way from such a resource shall be reviewed by the Historic Landmarks Commission as a Type III review under Articles 6 and 9.

**3. Threshold for Review.**

A. A wall graphic/mural that covers more than thirty percent (30%) of any single building façade visible from a public right-of-way, or exceeds two hundred (250) square feet (whichever is less) shall require review under this Section.

B. Wall graphics or murals below this threshold are permitted outright only if they are determined by the City not to function as commercial signage and are compliant with all applicable building, safety, and maintenance standards.

**4. Sign Area.** Approved wall graphics or murals under this section do not count toward total allowable sign area or sign count for the site.

**5. Review Criteria.** In addition to the general criteria of Article 9, the review body shall consider:

A. Scale, placement, color, design, and visual appropriateness to the building and its context.

B. Potential impacts on adjacent properties, scenic views, and public vistas.

C. For historic properties, consistency with the Secretary of the Interior’s Standards and avoidance of damage to character-defining features.

*“Annotated: This amendment clarifies that wall graphics and murals are subject to a defined permit type and review track, rather than open-ended discretionary interpretation. It establishes an objective size threshold to distinguish between minor artistic treatments and large-scale façade graphics that warrant design review. The update maintains the City’s ability to evaluate significant wall graphics—particularly in historic contexts—while enhancing clarity, predictability, and administrative efficiency.”*

F. **Removal of Signs.** When a sign is proposed, or when roadways are widened, or other improvements made in the right-of-way, which create unsafe conditions due to a sign extending into the right-of-way, the City Engineer may protect the public safety by requiring the sign to be modified or removed. The modification or removal shall be at the owner's expense.

G. **Permanent Window Signs.** Permanent window signs shall be included and calculated as “wall signs” except as follows:

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1. Number. Permanent window signage of a maximum of twelve (12) square feet per frontage shall be calculated as one sign. (Section 8.080.G.1 amended by Ord 19-05, 6-17-2019)
  2. Area. All permanent window signage shall be included in the total allowable wall sign area for the business, building, use or activity. (Section 8.080.G added by Ordinance 04-04, 5-3-04)
- H. Directional Signs. Directional signs, where allowed, shall meet the provisions listed below. Directional signs shall be designed only for non-changing messages or displays.
1. Maximum Sign Face Area. Six (6) square feet.
  2. Types of Signs Allowed. Freestanding, wall, projecting, monument. (Section 8.080.H.2 amended by Ordinance 04-04, 5-3-04)
  3. Maximum Height. Freestanding or monument not to exceed 42 inches; wall not to exceed eight (8) feet; and projecting not to exceed ten (10) feet. (Section 8.080.H.3 amended by Ordinance 04-04, 5-3-04)
  4. Extensions into Right-of-way. Not Allowed.
  5. Lighting. Indirect or Internal.
  6. Flashing Lights. Not allowed.
  7. ~~Changeable Text Signs or Electronic Message Centers. Not Allowed. (Section 8.080.H.7 amended by Ordinance 04-04, 5-3-04)~~ **Changeable Tex Signs and Electronic Message Centers (EMCs) are prohibited, except in the following cases: signs that are legally nonconforming; time-and-temperature displays permitted under Sections 8.080(M) and 8.100; and electronic or changeable copy signs used exclusively to display fuel prices at gas stations, provided they comply with all applicable design, size, and illumination standards.**
  8. Moving or Rotating Parts. Not Allowed.
- I. Clear Vision Area. Refer to Section 3.045.
- J. Signs on Historic Properties or in Historic Districts. Refer to Article 6. Also see specific requirements as noted in various sections of Article 8. (Section 8.080.J amended by Ordinance 04-04, 5-3-04)
- K. ~~Temporary Signs:~~
1. ~~Time Limit~~. Temporary signs and support structures, if any, must be removed within 30 days of date of erection. Temporary signs erected for longer than 30 days are considered permanent signs and subject to the regulations for permanent signs.
  2. ~~Waiting Period~~. There shall be a 30-day waiting period before another exterior temporary sign, including banners, shall be displayed.
  3. ~~Attachment~~. Temporary signs may not be permanently attached to the ground, buildings, or other structures. Temporary signs are not required to be located on a frontage.
  4. ~~Lawn Signs~~. Lawn signs may not be greater than nine (9) square feet in area and may not be over 40 inches in height.
  5. ~~Banners~~. One banner is allowed per building frontage and may not exceed 24 square feet.
  6. ~~Opening or Coming Soon Signs~~.

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- ~~a. Temporary signs indicating an upcoming opening may not exceed 24 square feet and shall comply with the other requirements for temporary signage.~~
- ~~b. Short term signs indicating an upcoming construction of a new building or expansion of an existing building may not exceed 32 square feet. These signs may remain for a maximum of one year and shall be removed within 30 days of the building occupancy. These signs are not required to be located on a frontage. (Section 8.080.K.5 added by Ordinance 04-04, 5-3-04)~~
- ~~7. Permits. Temporary banner style signs and lawn signs shall not require a sign permit. All other temporary or short term signs affixed to a building or site require a permit and shall be subject to the requirements of Section 8.060. (Section 8.080.K.6 added by Ordinance 04-04, 5-3-04)~~
- ~~8. Number of Signs. Only one Temporary Sign shall be allowed for each business, use, or activity unless otherwise noted. Sites without buildings shall be allowed no more than one Temporary Sign. The sign shall not be included in the total number of signs allowed. (Section 8.080.K.7 added by Ord 19-05, 6-17-2019)~~

**K. Temporary Signs – Standards and Limitations.**

- 1. **Definition**. Temporary sign means a sign intended for short-term display—typically not exceeding 30 consecutive days--and not permanently affixed to the ground, a building, or a structure.
- 2. **Examples of Temporary Signs**. The following are examples of temporary signs allowed on properties where permanent signage is permitted by zone. This list is not exhaustive; other similar temporary sign types may be considered if they meet the definition and comply with applicable standards

**A) Building-Mounted Signs:**

- 1. **Banner**. A flexible sign attached to a building or other structure.
- 2. **Window Temporary Sign**. A sign affixed to or placed inside a window.

**B) Freestanding Signs:**

- 1. **Freestanding Yard Sign**. A portable, ground-supported sign not permanently affixed.
- 2. **Construction / Opening Sign**. A temporary freestanding or wall-mounted sign advertising construction, remodeling, or a forthcoming opening.

3. **Display Period**.

- A) **Standard Temporary Signs**. Standard temporary signs—including banners, freestanding yard signs, and window temporary signs—may be displayed for up to thirty (30) consecutive days per occurrence, with a cumulative maximum of ninety (90) days per calendar year per business.

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use, or activity.”

- B) Construction / Opening Signs.** May be displayed for up to one (1) year or until thirty (30) days after issuance of a Certificate of Occupancy, whichever occurs first.
4. **Number of Signs.** No more than one (1) temporary sign may be displayed per business, use, or activity at a time. Sites without buildings may display no more than one (1) temporary sign total. In multi-tenant buildings, this limitation applies per tenant space.
5. **Size and Height Limits.** Temporary signs shall not exceed the following dimensional standards:
- A) **Freestanding Yard Sign.** Maximum nine (9) square feet in area and forty (40) inches in height.
- B) **Banner.** Maximum twenty-four (24) square feet per building frontage.
- C) **Construction / Opening Sign.** Maximum thirty-two (32) square feet.
6. **Location and Attachment.** Temporary signs shall not be attached to trees, utility poles, fences, or vehicles and may not obstruct pedestrian access, driveways, required accessways, or parking/loading areas.
7. **Permits.**
- A) **When a Permit Is Required.** Temporary signs affixed to a building or structure—except for banners that meet subsection (B) below—require a sign permit under Section 8.060.

**B) When a Permit Is Not Required.** Banners and freestanding yard signs that comply with the standards in this Section do not require a sign permit.

*“Annotated: This amendment replaces multiple overlapping timing and placement rules with a single, clear framework organized by sign type, display period, and size limits. It eliminates the hard-to-track waiting period and introduces a simple annual display cap, making compliance easier for applicants and enforcement more consistent for staff. Existing size limits and the one-sign-per-tenant standard are retained, preserving the City’s regulatory intent while improving clarity, predictability, and administrative efficiency.”*

L. **Portable / Sandwich Board Signs.**

1. **Exemption.**

- a. ~~Portable Signs which are located within a street right-of-way shall comply with City Code Section 5.060, “Obstructions in Passageways”, and are exempt from the requirements of the Sign Code in Astoria Development Code Article 8.~~
- b. ~~Temporary Portable Signs which are in conjunction with a community-wide event or festival such as, but not limited to, the Scandinavian Festival or Regatta are exempt from the requirements of the Sign Code in Astoria Development Code Article 8.~~

2. **Standards.** All portable signs, except those exempted in subsection (1) above, shall be in accordance with the following:

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- ~~a. Location. The sign shall not be located within a street right-of-way.~~
- ~~b. Number of Signs. Only one non-exempt Portable Sign shall be allowed for each business, use, or activity. Sites without buildings shall be allowed no more than one non-exempt Portable Sign. The sign shall not be included in the total number of signs allowed.~~
- ~~c. Area.~~
  - ~~1) A sign of eight (8) square feet or less on each side with a maximum height not to exceed four (4) feet and a maximum width not to exceed two (2) feet shall be exempt from the total square footage of sign area allowed.~~
  - ~~2) A sign exceeding eight (8) square feet on each side or a height greater than four (4) feet or a maximum width greater than two (2) feet shall be included in the total square footage of sign area allowed for the site.~~
- ~~d. Frontage. The sign may be located on any elevation of a business, use, activity, or site and is exempt from the requirement that signs be located on a frontage.~~
- ~~e. Lighting. The sign shall not be electric nor internally illuminated.~~
- ~~f. Enforcement. In addition to any other method of enforcement available to the City, this ordinance may be enforced by the removal of the sign by the City. The City will notify the permittee to reclaim the sign. If the sign is not claimed within 30 days after the permittee is notified, the City may dispose of the sign. (Section 8.080.L added by Ordinance 00-11, 12-4-00)~~

**1. Definition.** A portable or sandwich board sign is a freestanding, movable sign (such as an A-frame or sidewalk sign) that is not permanently affixed and is designed for easy relocation.

**2. Location and Applicability**

**A) Signs in the Public Right-of-Way**

Signs placed within the public street or sidewalk right-of-way must comply with City Code §5.060 (“Obstructions in Passageways”) and any applicable encroachment or permit requirements.

**B) Signs on Private Property**

Signs located entirely on private property but visible from the right-of-way are subject to the standards of this section.

**3. Exemptions**

**A) Community Events.** Signs associated with authorized community-wide events or festivals (e.g., Regatta, Scandinavian Festival, Sunday Market) are exempt from this section for the duration of the event.

**B) Emergency Use.** Signs placed by a public agency for emergencies or public safety purposes are exempt.

**4. Standards for Signs on Private Property**

**A) Location.** Signs must not obstruct pedestrian routes, accessways, or parking/loading areas and must remain entirely outside the public right-of-way unless otherwise permitted.

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**B) Number.** Each business, use, or activity is allowed one (1) portable sign. Sites without a building are limited to one (1) sign total. This sign does **not** count toward the permanent signage limit for the site.

**C) Size and Dimensions**

1. Signs up to 8 square feet per side, with a maximum height of 4 feet and width of 2 feet, are exempt from the total allowable sign area.
2. Signs exceeding these limits count toward the site's total sign area.

**D) Additional Requirements**

1. **Frontage:** Sign does not need to be placed on a frontage.
2. **Lighting:** Sign may not be illuminated (internally or externally) or electric.
3. **Stability:** Sign must be secure and not pose a hazard to pedestrians or vehicles.
4. **Maintenance:** Must be kept in good condition and free of damage or excessive wear.
5. **Enforcement:** Noncompliant signs, or signs in violation of §5.060, may be removed by the City. The owner or permittee will be notified and given 30 days to reclaim the sign before disposal.

*“Annotated: This amendment revises Section 8.080(L) to clarify and streamline the regulations for portable and sandwich board signs. It establishes Article 8 of the Astoria Development Code as the primary source of standards for signs located on private property, while maintaining that signs placed within the public right-of-way are governed by City Code Section 5.060 (Obstructions in Passageways). The update introduces a clear and consolidated definition of “portable/sandwich board sign,” unifies all relevant size, number, lighting, location, and placement standards, and adds basic safety and maintenance provisions to support consistent enforcement. These revisions do not change where such signs are permitted—they reduce redundancy between overlapping codes, clarify regulatory jurisdiction, and improve readability and implementation for staff, businesses, and the general public.”*

**M. Changeable Text Signs or Electronic Message Centers (EMCs)**

1. **Exception.** Electronic signs that display time and temperature only are exempt from the requirements of Section 8.080(M).
2. **Design Review.**
  - a. **Astoria Planning Commission.** All changeable text signs shall be reviewed as a Miscellaneous Review permit by the Astoria Planning Commission in accordance with Article 9 of the Astoria Development Code.
  - b. **Historic Landmarks Commission.** All changeable text signs located on a site designated as historic, within a National Register Historic District, on adjacent to or across a right-of way from a historic site or National Register Historic District shall be reviewed by the

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~~Historic Landmarks Commission in accordance with Article 9 of the Astoria Development Code.~~

- ~~c. Sign Permit Application. In addition to any other application requirements listed in the Astoria Development Code, all changeable text sign applications shall include manufacturer's information on the operation, illumination, and ability of the sign to comply with the regulations and standards in this Code. The applicant shall also submit a diagram with at least two sample messages for the proposed activity utilizing the lighting capabilities of the proposed sign.~~

~~3. Design Review Standards.~~

- ~~a. Astoria Planning Commission: The Astoria Planning Commission may approve a changeable text sign if it is compatible with the overall character to be achieved in the area and shall base its compatibility determination on the following criteria:~~
- ~~1) The relationship of the scale and placement of the sign to the building or premises on which it is displayed.~~
  - ~~2) The similarity or dissimilarity of the sign's size and shape to the size and shape of other conforming signs in the area.~~
  - ~~3) The compatibility of the type and intensity of the illumination of the sign with the type and intensity of other conforming illuminations in the area.~~
  - ~~4) The compatibility of the sign to the form and architectural character of the building in which the activity is located and the compatibility of the sign with existing adjacent activities.~~
  - ~~5) The sign illumination shall not unreasonably intrude into residential zones.~~
  - ~~6) The sign shall not unreasonably block nor visually impair scenic or historic views.~~
- ~~b. Historic Landmarks Commission: The Historic Landmarks Commission may approve a changeable text sign if it is compatible with the overall character to be achieved in the area and shall base its compatibility determination on the following criteria:~~
- ~~1) Placement of the sign will have the least possible loss of historic material.~~
  - ~~2) Placement of the sign will not obscure, damage, or destroy character defining features.~~
  - ~~3) The sign structure shall reference design motifs from the historic building or historic signs found on similar architectural style buildings. However, the sign structure shall be clearly differentiated from the historic building features.~~
  - ~~4) The compatibility of the sign to the form and architectural character of the building in which the activity is located and the compatibility of the sign with existing adjacent activities.~~

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4. ~~Standards.~~ All changeable text signs, except those exempted in Section 8.080(M.1) above, shall be in accordance with the following:
- a. ~~Type of Sign.~~ The sign shall be limited to monument, wall, or projecting sign.
    - 1) ~~An approved freestanding changeable text sign existing prior to January 1, 2004 shall be allowed with a maximum height of 10'.~~
  - b. ~~Location.~~
    - 1) ~~The sign shall be located only in areas along a street or highway having a speed limit of 35 miles per hour or less.~~
    - 2) ~~The sign shall not be located within 3,000 feet of another changeable text sign. The distance shall be determined at a 360° radius from the location of the sign.~~
    - 3) ~~The sign shall not be located on a vacant lot.~~
    - 4) ~~The sign shall not be located on a vehicle whether moving or parked. (Section 8.080.M.4.b.4 added by Ord 19-05, 6-17-2019)~~
  - c. ~~Number of Signs.~~
    - 1) ~~Only one changeable text sign shall be allowed for each business, use, or activity.~~
    - 2) ~~A changeable text sign shall not be allowed in conjunction with any other freestanding sign.~~
    - 3) ~~A monument or projecting changeable text sign shall not be allowed in conjunction with another sign of the same type (i.e. another monument or projecting sign).~~
  - d. ~~Area.~~
    - 1) ~~The area of a sign with changeable text on more than one independent side of the sign shall be calculated for each side of the changeable text sign. However, both sides will be counted as just one sign for calculating the number of signs.~~
    - 2) ~~In addition to other area requirements of the specific zones, the maximum total square footage of changeable text signs shall be as follows:~~
      - A. ~~Monument sign shall be limited to 30 square feet for one side. This limitation is for the changeable text portion of the sign only. A two-sided changeable text sign shall be allowed 30 square feet on each side.~~
      - B. ~~Projecting sign shall be limited to 15 square feet for one side. This limitation is for the changeable text portion of the sign only. A two-sided changeable text sign shall be allowed 15 square feet on each side.~~
  - e. ~~Operation of Sign.~~
    - 1) ~~Each sign or message shall remain fixed for at least ten seconds. No sign shall contain animation.~~

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- ~~2) When a message is changed, it shall be accomplished immediately and shall not scroll, move, or otherwise change gradually.~~
- ~~3) The sign shall contain a default design that will freeze the sign in one position if a malfunction occurs. (Section 8.080.M added by Ordinance 04-04, 5-3-04)~~

- 1. Definition.** For the purposes of this Section:
  - A) Electronic Message Sign (Electronic Message Center or EMC)** means a sign that displays text, images, or symbols which can be changed electronically or digitally, including LED, LCD, or similar technologies. This includes full digital displays and electronic signs capable of programmable content changes. This definition does *not* include signs limited solely to the display of time and temperature.
  - B) Changeable Text Sign** means a sign with changeable text using physical characters (e.g., letters, numbers, symbols) manually placed or arranged on a track or background surface. These are often used for menus, announcements, or community notices.
- 2. General Prohibition.** Electronic Message Signs (EMCs) are prohibited in all zones unless specifically exempted by this Section.
- 3. Exceptions.**
  - A) Time and Temperature Displays.** Electronic signs limited solely to the display of time and temperature are permitted, subject to compliance with all other applicable provisions of this Article.
  - B) Lawful Nonconforming Signs.** Electronic message signs lawfully installed prior to the effective date of this Section may continue as nonconforming signs in accordance with Section 8.100.
- 4. Alterations and Expansion.** A lawful nonconforming electronic message sign shall not be expanded, relocated, converted to a different sign type, or modified in any way that increases its nonconformity.
- 5. Permit Review.** Any proposed replacement, repair, or modification of a lawful nonconforming electronic message sign that affects the sign area, illumination type, mounting, or structural components shall require a sign permit under Section 8.060. Review will be limited to compliance with nonconforming sign standards and applicable building and electrical codes.

*“Annotated: This amendment clarifies and strengthens the City’s position on the use of Electronic Message Centers (EMCs) and similar digital signage within Astoria. It reflects longstanding practice and policy constraints shaped by the City’s historic development pattern, the high concentration of landmarks and historic districts, and community priorities related to visual character, view preservation, and neighborhood compatibility.”*

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*In practice, the introduction of electronic signs has often conflicted with design standards, particularly in areas governed by the Gateway Overlay, downtown design guidelines, or historic resource review under Article 6. These conflicts have led to inconsistent outcomes, additional process burdens, and heightened concerns from residents and decision-makers regarding glare, animation, light spill, and character intrusion.*

*Codifying a citywide prohibition on new EMCs—with narrowly tailored exceptions for time-and-temperature displays and vested nonconforming signs—eliminates ambiguity, improves consistency in permit review, and reduces discretionary interpretations. It also reflects the functional reality that electronic signs have not been compatible with most parts of the city and are rarely approved under existing review standards.*

*This amendment preserves the rights of lawfully existing EMCs and outlines clear boundaries for repair, maintenance, and replacement to ensure fairness and avoid regulatory overreach. At the same time, it reinforces Astoria’s commitment to context-sensitive signage, supports the City’s historic preservation values, and promotes predictable, design-conscious development in line with the community’s aesthetic expectations.”*

**N. Signs for Upper or Basement Floors.**

**1. Street Frontage.**

- a. Number. The total number of signs for a separate business, use or activity in an upper story or basement of a building with street frontage shall be the same as buildings at street level. An upper floor or basement may have one sign at street level identifying the upstairs or basement activity.
- b. Area. The total area of signs for an upper story or basement of a building with street frontage shall not exceed 20% of the lineal footage of the building facade occupied by the business, use or activity, or the maximum allowed by the zone, whichever is less. A street level sign shall not exceed four (4) square feet.

**b. Area. The total sign area for a business, use, or activity located on an upper story or in a basement of a building with street frontage shall not exceed the lesser of:**

- 1. Façade-Based Allowance.** Thirty percent (30%) of the lineal footage of the building façade occupied by the business, use, or activity, with a minimum allowance of four (4) square feet;
- or**
- 2. Zone Maximum.** The maximum sign area otherwise permitted for the site or frontage under the applicable base zone.

**Any sign placed at street level to identify the upper-story or basement use shall not exceed four (4) square feet.**

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*“Annotation: This amendment establishes a minimum, readable sign size for upper-story and basement uses while retaining proportional limits tied to façade width and overall zone caps. It prevents extremely small, ineffective signage on narrow frontages, improves visibility for wayfinding, and maintains consistency with total sign area limits.”*

2. Without Street Frontage.

- a. Number. The total number of signs for a separate business, use or activity in an upper story or basement of a building without street frontage shall be one sign.
- b. Area. The total area of signs for an upper story or basement of a building without street frontage shall not exceed four (4) square feet.

**8.100 NONCONFORMING SIGNS**

~~For the purpose of this Section, a non-conforming sign shall be defined as a lawfully erected sign existing at the effective date of this Chapter which could not be erected under the terms of this Chapter. The following requirements shall apply to non-conforming signs:~~

- ~~1. Non-conforming signs in all zones: Non-conforming signs shall be altered to conform to the provisions of this Section by January 1, 1995.~~
- ~~2. No non-conforming sign may be enlarged or altered in a way which increases its non-conformity.~~
- ~~3. Should any non-conforming sign be damaged by any means to an extent of more than 50% of its replacement costs at the time of damage, it shall be reconstructed in conformity with the provisions of this Section.~~
- ~~4. Any variance to sign standards, legally granted after January 1, 1982, shall be valid notwithstanding other provisions of this Code.~~

- A. **Definition.** A nonconforming sign is a sign that was lawfully installed prior to the effective date of this Article or a subsequent amendment, and that does not conform to the current requirements of this Article.
- B. **Continuation.** A lawful nonconforming sign may remain and be maintained, subject to the limitations of this Section.
- C. **Limitations on Alteration.** A nonconforming sign shall not be enlarged, relocated, reconstructed, or altered in any manner that increases the degree of nonconformity.
- D. **Repair and Replacement After Damage.**
  1. If a nonconforming sign is damaged or destroyed by any means to an extent of more than fifty percent (50%) of its replacement cost, the sign shall be removed or reconstructed in full compliance with the provisions of this Article.
  2. Replacement cost means the cost to construct a comparable sign of the same size, type, and materials, as determined by a licensed sign

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contractor's estimate or other documentation acceptable to the  
Community Development Director.

- E. **Abandonment.** If a nonconforming sign is removed or discontinued for a period of one hundred eighty (180) consecutive days, the sign shall not be reestablished except in compliance with the provisions of this Article.
- F. **Prior Variances.** Any variance to sign standards legally granted prior to the effective date of this Section shall remain valid, subject to the limitations of this Section.

*“Annotated: This amendment replaces an obsolete compliance deadline with a modern, enforceable nonconforming sign framework consistent with standard land use practice. It allows lawful nonconforming signs to continue, prohibits expansion or intensification of nonconformity, and establishes a clear rebuild threshold based on documented replacement cost. The update improves clarity for applicants and staff, aligns with the City’s phase-out of electronic message signs, and strengthens defensibility by defining key terms and administrative standards.”*

**8.110 VARIANCES**

- ~~A. **Astoria Planning Commission:** Variances to the sign regulations of this Section may be approved by the Planning Commission following the procedures of Section 12.060 to 12.120 where the Planning Commission finds that the variance meets the following criteria:
  - 1. ~~One of the following factors exists:
    - a. ~~The variance would permit the placement of a sign with an exceptional design or style.~~
    - b. ~~The variance would permit the placement of a sign which is more consistent with the architecture, and development of the site.~~
    - c. ~~The existence of an unusual site characteristic, such as topography, existing development, or adjacent development, which precludes an allowable sign from being effectively visible from the public roadway adjacent to the site.~~
    - d. ~~The requirement to remove a sign under Section 8.100(A) would constitute a severe or extreme economic hardship to the business or activity involved.~~~~
  - 2. ~~The granting of the variance would not be detrimental to abutting properties.~~
  - 3. ~~The granting of the variance would not create a traffic or safety hazard.~~
  - 4. ~~Sign variances are exempt from Sections 12.030 through 12.040.~~
  - 5. ~~In addition to the criteria above, a sign variance for changeable text sign relative to location within 3,000’ of another changeable text sign shall meet the following criteria:
    - a. ~~No more than one sign shall be visible at the same time from any location. Visible shall be defined as “discernable by the naked eye as a changeable text sign.”~~~~~~

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- b. ~~The total number of changeable text signs in the City shall not exceed eight (8) signs. (Section 8.110.A.5 added by Ordinance 04-04, 5-3-04)~~

~~B. Prohibited Variances:~~

- 1. ~~A variance shall not be granted for changeable text signs for any requirement or limitation listed in Section 8.080(M) for the following:~~

- a. ~~Location:~~

- 1. ~~Relative to speed limit (see 8.080.M.4.b).~~

- 2. ~~Relative to location on a vacant lot (see 8.080.M.4.b.3).~~

- b. ~~Number of Signs (see 8.080.M.4.c).~~

~~{This will limit the number of signs and how they relate to other types of signage.}~~

- c. ~~Operation of Sign (see 8.080.M.4.e). (Section 8.110.B added by Ordinance 04-04, 5-3-04)~~

~~C. Administrative: Variances to the sign regulations of this Section may be reviewed administratively by the Community Development Director following the procedures of Section 12.060 to 12.120. The variance shall meet the following criteria for approval:~~

- 1. ~~The variance shall be limited to the following:~~

- a. ~~Location on a frontage;~~

- b. ~~Number of signs increased by only one additional sign;~~

- c. ~~Other quantitative standards of 10% or less.~~

- 2. ~~One of the following factors exists:~~

- a. ~~The variance would permit the placement of a sign with an exceptional design or style.~~

- b. ~~The variance would permit the placement of a sign which is more consistent with the architecture, and development of the site.~~

- c. ~~The existence of an unusual site characteristic, such as topography, existing development, or adjacent development, which precludes an allowable sign from being effectively visible from the public roadway adjacent to the site.~~

- d. ~~The requirement to remove a sign under Section 8.100(A) would constitute a severe or extreme economic hardship to the business or activity involved.~~

- 3. ~~The granting of the variance would not be detrimental to abutting properties.~~

- 4. ~~The granting of the variance would not create a traffic or safety hazard.~~

- 5. ~~Sign variances are exempt from Sections 12.030 through 12.040. (Section 8.110.C added by Ordinance 04-04, 5-3-04)~~

**A. Applicability and Procedure. Variances to the sign regulations of this Article may be approved in accordance with the procedures of Sections 12.060 through 12.120. The review authority and approval criteria shall be as provided in this Section. Sign variances are exempt from Sections 12.030 through 12.040 unless otherwise required by state law.**

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**B. Administrative Variances (Community Development Director).** The Community Development Director may approve a Type I variance that is minor and quantitative in nature and does not alter the fundamental type or character of a sign.

- 1. Eligibility.** An administrative variance may be granted for:
  - A) Frontage assignment or placement on a frontage;
  - B) An increase of no more than one (1) additional sign beyond the standard allowed; or
  - C) A deviation of ten percent (10%) or less from a quantitative standard (e.g., area, height, or setback).
- 2. Approval Criteria.** At least one of the following shall apply:
  - A) The variance allows a sign with exceptional design or style.
  - B) The variance improves compatibility with the architecture or development of the site.
  - C) An unusual site characteristic (e.g., topography, existing or adjacent development) limits effective visibility from the public roadway.
  - D) Strict application of the standards would result in a severe and demonstrable economic hardship.
- 3. Findings.** The Director shall find that the variance:
  - A) Is not detrimental to abutting properties; and
  - B) Does not create a traffic or safety hazard.

**C. Planning Commission Variances.** All sign variance requests not eligible for administrative review under subsection (B) shall be reviewed by the Planning Commission and shall meet the approval criteria in subsection (B)(2) and (B)(3), in addition to the procedures of Sections 12.060 through 12.120.

**D. Limitations.**

1. A variance shall not be used to authorize a sign type or feature that is expressly prohibited by this Article.
2. A variance shall not be used to expand, intensify, or reestablish a nonconforming sign beyond what is allowed under Section 8.100.

*(Annotated: This amendment modernizes the sign variance framework by clearly separating minor, administrative variances from those requiring Planning Commission review and aligning both with current Article 12 procedures. It removes obsolete references to electronic sign caps and places substantive limitations on variances within the sign standards rather than the variance criteria. The update improves predictability for applicants, provides staff with a clear decision pathway, and strengthens defensibility by limiting variances to quantitative or site-specific relief rather than allowing circumvention of prohibited sign types.)*

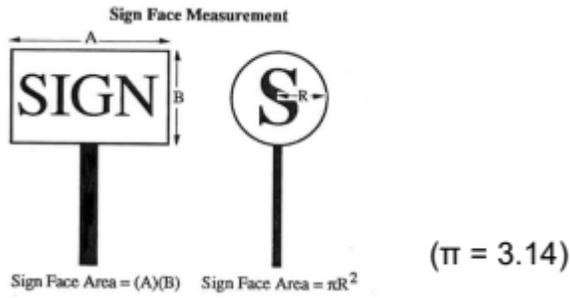
**8.120 DIAGRAMS**

The following diagrams shall be used for determining sign and building measurements.

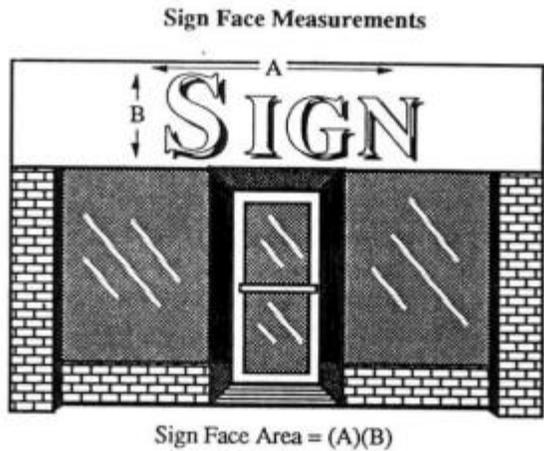
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1. Sign Face Measurement.

1. Figure 1.



2. Figure 2.



3. Figure 3.

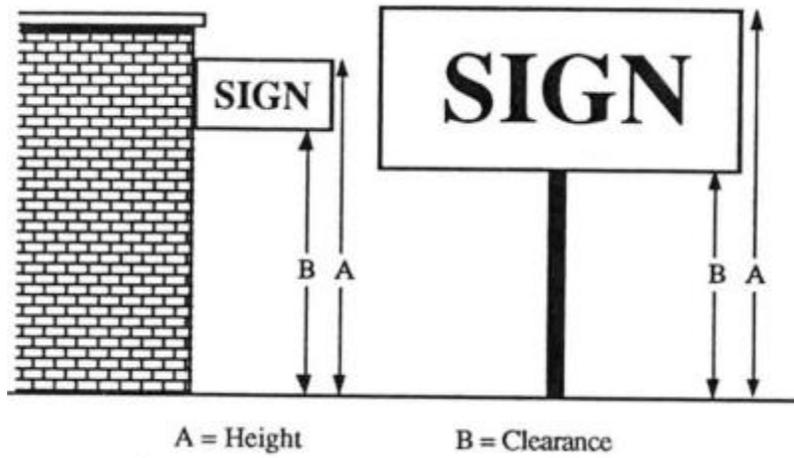


2. Sign Height.

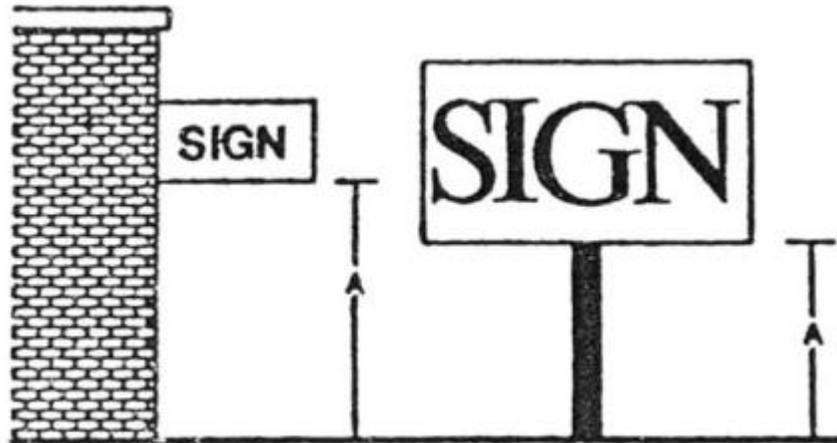
1. Figure 4. A = Height.

**Sign Heights and Clearances**

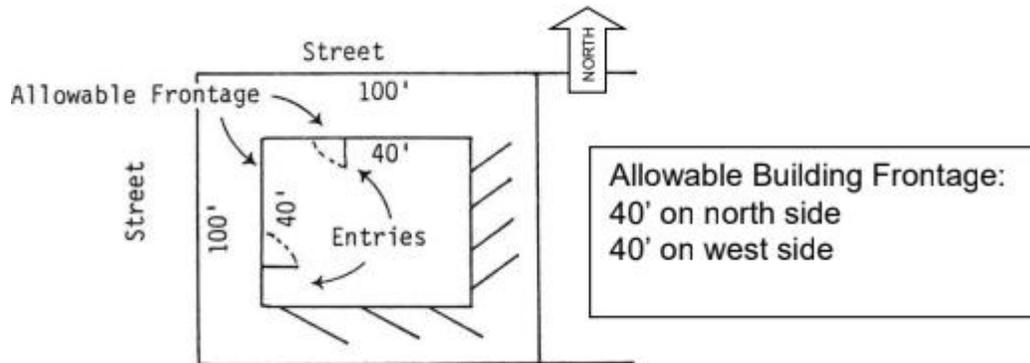
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- 3. Sign Clearance.
  - 1. Figure 5. B = Clearance.

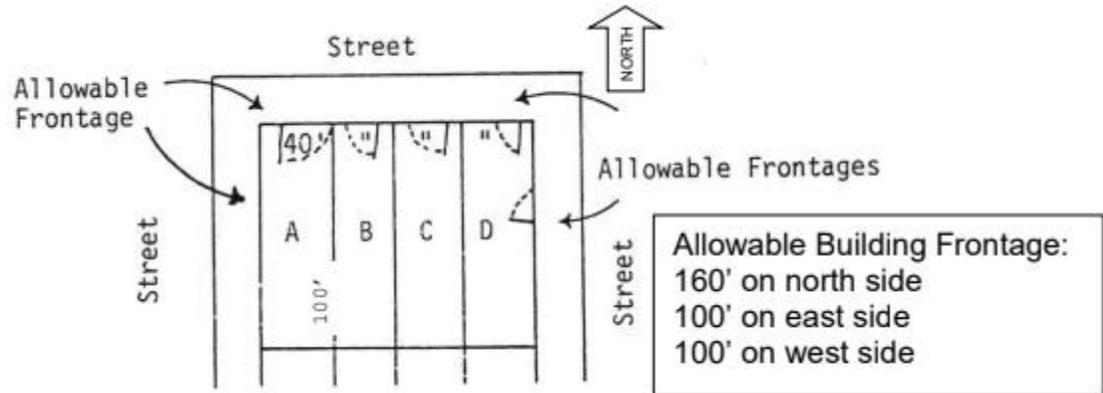


- 4. Building Frontage Measurement.
  - 1. Figure 6.

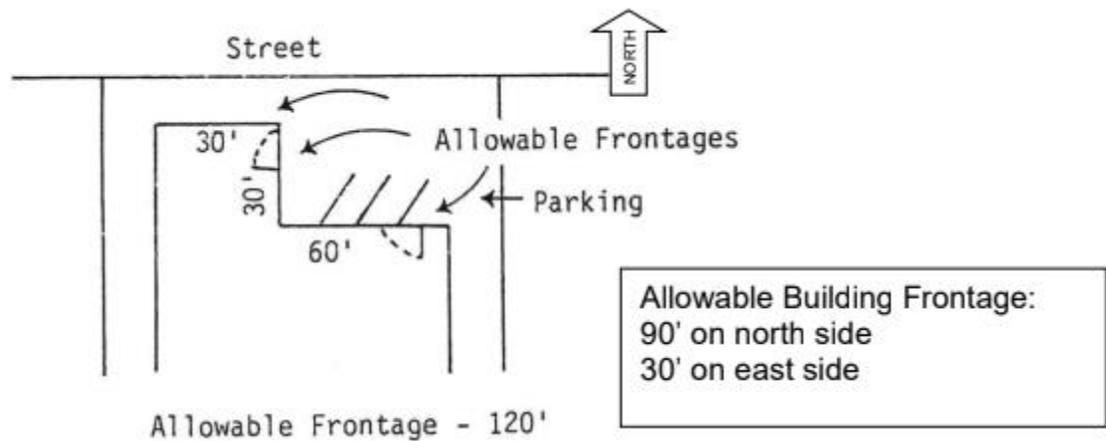


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2. Figure 7.



3. Figure 8.



(Section 8.120.D amended by Ordinance 12-03, 1-3-12)

**8.130 BASE ZONE REGULATIONS**

In addition to conformance with the sign regulations of Sections 8.020 through 8.180, all uses and sites within a specific zone shall conform to the types, numbers, sizes, and features of signs allowed in that specific zone. In addition to conformance with the sign regulations of Sections 8.020 through 8.180, all uses and sites within a specific zone shall conform to the types, numbers, sizes, and features of signs allowed in that specific zone. Where the standards of this Article conflict, the zone-specific sign regulations shall control over the general sign regulations.

*“Annotated: This amendment clarifies the hierarchy between general and zone-specific sign standards by establishing a single, consistent priority rule. It reduces interpretive disputes, improves staff consistency, and provides applicants with clearer expectations when provisions appear to overlap or conflict.”*

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**8.140 C-1 ZONE SIGN REGULATIONS**

For all uses and sites in the C-1 Zone (Neighborhood Commercial), the following types, numbers, sizes, and features of signs are allowed. All allowed signs must also be in conformance with the sign regulations of Sections 8.070 through 8.080.

- A. Total Square Footage Permitted. The total square feet of all signage associated with a business site, use, activity, or site shall not exceed 32 square feet.
- B. Freestanding or Monument Signs.
  - 1. Number. One (1) freestanding or monument sign is allowed per site.
  - 2. Area. Freestanding or monument signs are allowed based on one (1) square foot of sign face area per lineal foot of site frontage, up to a maximum of 32 square feet.
  - 3. Height. The maximum height of a freestanding or monument sign shall be six (6) feet. (Section 8.140.B amended by Ordinance 04-04, 5-3-04)
- C. Signs Attached to Buildings.
  - 1. Number. The number of signs is limited to two (2). Only one (1) projecting sign, or wall sign is allowed per building frontage.
  - 2. Area. The total allowable area for all permanent signs attached to the building shall be one (1) square foot of sign face area per lineal foot of the building frontage, or 32 square feet, whichever is less.
  - 3. Types of signs. Wall, projecting, marquee, awning and window signs are allowed. (Section 8.140.C.3 amended by Ordinance 04-04, 5-3-04)
- D. Number of Signs. The number of signs within the total allowable area is limited to one (1) sign per building frontage.
- E. Temporary Signs. Temporary signs not exceeding a total of six (6) square feet are allowed.
- F. Portable Signs. Portable Signs are allowed in accordance with Development Code Sections 8.040 and 8.080. (Section 8.140.F added by Ordinance 00-11, 12-4-00)

**8.150 C-2, C-3, GI, S-1, S-2, A-1, A-2, A-2A, LS, HR, CA, ~~HC~~, AH-HC, FA ZONE SIGN REGULATIONS**

For all uses and sites in the C-2 (Tourist Commercial), C-3 (General Commercial), S-1 (Marine Industrial Shorelands), S-2 (General Development Shorelands), A-1 (Aquatic One Development), A-2 (Aquatic Two Development), A-2A (Aquatic Two A Development), LS (Local Service), HR (Hospitality/Recreation), CA (Education/Research/Health Care Campus), ~~HC (Health Care)~~, AH-HC (Attached Housing - Health Care), and FA (Family Activity) Zones, the following types, numbers, sizes and features of signs are allowed. All allowed signs must also be in conformance with the sign regulations of Sections 8.070 through 8.080. (Section 8.150 amended by Ordinance 04-04, 5-3-04)

***“Annotated: This amendment removes the HC (Health Care) Zone from Section 8.150 because sign standards for health care uses are addressed in a separate, standalone***

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*set of regulations tailored to the operational, safety, and wayfinding needs of medical and institutional facilities. As shown in Exhibit B, this approach avoids applying commercial or mixed-use sign standards to a specialized zone, reduces internal code conflicts, and improves clarity for applicants and staff by consolidating all Health Care sign requirements in one location."*

- A. Total Square Footage Permitted. The total square footage of all signage associated with a business site, use, or activity shall not exceed 150 square feet, with no single sign exceeding 100 square feet.
- B. Freestanding Signs.
  - 1. Number. One (1) sign shall be permitted for each site devoted to a single business, building, use or activity. (Section 8.150.B.1 amended by Ordinance 04-04, 5-3-04)
  - 2. Area. The maximum area of any freestanding sign shall not exceed one (1) square foot of sign area per one (1) lineal foot of site frontage. This allowable area is limited to frontage that is not already used by other on-site signage (including signs attached to buildings). Freestanding signs may not exceed 100 square feet in total area. For properties without buildings, freestanding sign area shall not exceed 32 square feet.

~~Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of site frontage that is not already utilized by other signs on the site or attached to buildings. Freestanding signs are allowed up to a maximum of 100 square feet. Allowable area on sites without buildings shall not exceed 32 square feet. (Section 8.150.B.2 amended by Ordinance 04-04, 5-3-04; amended by Ordinance 12-03, 1-3-12)~~

- 3. Height. The maximum height of a freestanding sign shall be 24 feet.
  - 4. Business Complex Signs. Two or more businesses or activities which are part of a business complex, strip mall or similar shared premises are permitted to erect one (1) freestanding sign within the allowable limit described in 8.150(B.1). Each individual business or activity shall not exceed 24 square feet of signage.
- C. Wall, Roof Mounted, or Projecting Signs.
  - 1. Area. The total allowable area for all permanent signs attached to the building is determined as follows:
    - 1. A wall, roof mounted, or projecting sign of one (1) square foot per lineal foot of building frontage is allowed.
    - 2. Individual sign face area. The maximum size of an individual sign within the total allowable area limits is 100 square feet.
- D. Number of Signs. The number of signs within the total allowable area is limited to two (2) signs per building frontage.
- E. Temporary Signs. One (1) temporary sign not exceeding 24 square feet is allowed.
- F. Portable Signs. Portable Signs are allowed in accordance with Development Code Sections 8.040 and 8.080. (Section 8.150.F added by Ordinance 00-11, 12-4-00)

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**G. Changeable Text Signs and Electronic Message Centers (EMCs)**

1. Changeable text signs shall be allowed in the C-3 and S-2 Zones only and in accordance with Section 8.080(M). (Section 8.150.G added by Ordinance 04-04, 5-3-04) Changeable text signs using electronic or digital technology—commonly known as electronic message centers (EMCs)—are prohibited in all zones, except as expressly allowed under Section 8.080(M) for lawful nonconforming signs and for time-and-temperature displays. For the purposes of this Section, changeable text signs refers specifically to electronic or digitally-controlled signage, not manual letter board signs (e.g., reader boards with interchangeable letters), which are regulated separately.

*“Annotated: This amendment removes the outdated zone-specific reference to “changeable text signs” in the C-3 and S-2 zones to resolve a direct inconsistency with revised Section 8.080(M), which establishes a citywide prohibition on electronic message centers (EMCs)—i.e., signs that display content digitally or electronically. The prior reference, which did not clearly distinguish between electronic and manual changeable copy signs, created ambiguity and risked undermining the City’s policy direction to phase out new EMCs across all zones. The updated provision aligns zone-specific standards with the general regulations, reinforces consistent application of the EMC prohibition, and preserves allowances for lawful nonconforming signs and time-and-temperature displays. This change improves clarity for applicants, strengthens enforceability, and supports the City’s broader goals for preserving Astoria’s visual and historic character.”*

**H. Monument Sign.**

1. Number. One (1) sign shall be permitted for each site devoted to a single business, building, use or activity with a street frontage of up to 200 lineal feet. Lots with frontage in excess of 200 lineal feet may have a maximum of two (2) monument signs. Corner lots can count two (2) street frontages.
2. Area. Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of site frontage that is not already utilized by other signs on the site or attached to buildings. Monument signs are allowed up to a maximum of 100 square feet. Allowable area on properties sites without buildings shall not exceed 32 square feet. (Section 8.150.H.2 amended by Ordinance 12-03, 1-3-12)
3. Height. The maximum height of a monument sign shall be 10 feet.
4. Business Complex Signs. Two or more businesses or activities which are part of a business complex, strip mall or similar shared premises are permitted to erect one (1) monument sign within the allowable limit described in 8.150(H). Each individual business or activity shall not exceed 24 square feet of signage. (Section 8.150.H added by Ordinance 04-04, 5-3-04)

**8.160 R-1, R-2, R-3, CR, AH-MP, AND PD ZONES SIGN REGULATIONS**

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For all uses and sites in the R-1 (Low Density Residential), R-2 (Medium Density Residential), R-3 (High Density Residential), Compact Residential (CR), AH-MP (Attached Housing - Mill Pond for residential uses), and PD (Planned Development) Zones, the sign regulations of Sections 8.070 through 8.080 and this Section ~~Table 4~~ apply. All allowed signs must also be in conformance with the sign regulations of Sections 8.070 through 8.080. (Section 8.160 amended by Ordinance 04-04, 5-3-04; Section 8.160 amended by Ord 14-09, 10-6-14)

**A. Permanent Signs.**

1. ~~Sites with 1 or 2 dwelling units in a building, Home Occupations, and Home Stay Lodging. (Section 8.160.A.1 amended by Ord 19-07, 7-1-2019)~~
  - a. ~~Number.~~ One (1) sign is allowed per building or site.
  - b. ~~Area.~~ A maximum of two (2) square feet.
  - c. ~~Type of Sign.~~ Wall.

Sites developed with one or two dwelling units, including home occupations and home stay lodging, may display one wall-mounted sign not to exceed two (2) square feet in area.

2. Sites with 3 or more dwelling units in a building.
  - a. Number. One (1) sign is allowed per building or site.
  - b. Area. A maximum of ten (10) square feet.
  - c. Type of Sign. Wall, awning, window, freestanding, monument.
  - d. Height. The maximum height of a freestanding or monument sign is four (4) feet. (Section 8.160.A.2 amended by Ordinance 04-04, 5-3-04)
3. Conditional Uses, except Home Stay Lodging, Bed and Breakfast, Inn, or Home Occupation. (Section 8.160.A.3 amended by Ord 19-07, 7-1-2019)
  - a. Number. One (1) sign is allowed per frontage.
  - b. Area. A maximum of 24 square feet.
  - c. Type of Sign. Wall, awning, window, freestanding, monument.
  - d. Height. The maximum height of a freestanding or monument sign is six (6) feet. (Section 8.160.A.3 amended by Ordinance 04-04, 5-3-04)
4. Residential Subdivisions, Planned Unit Developments, and Vacant Lots.
  - a. Number. One (1) sign is allowed per site entrance with a maximum of four (4) for the site.
  - b. Area. A maximum of ten (10) square feet for each sign.
  - c. Type of Sign. Wall, awning, window, freestanding, monument.
  - d. Height. The maximum height of a freestanding or monument sign is six (6) feet. (Section 8.160.A.4 amended by Ordinance 04-04, 5-3-04)

**B. Temporary Signs: ~~Signs shall also meet the following standards:~~**

1. ~~No extension in the right-of-way.~~

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2. ~~The total square footage of temporary and short term signs is limited to nine (9) square feet. (Section 8.160.B amended by Ordinance 04-04, 5-3-04)~~

Temporary signs in residential zones must comply with Section 8.080(K). In addition:

1. A maximum of one (1) temporary sign is allowed per dwelling, home occupation, or other permitted use at any one time.
2. The combined area of all temporary signs shall not exceed nine (9) square feet per site.
3. Temporary signs shall not be illuminated or placed within the public right-of-way unless authorized by a city-issued permit or exemption.

*“Annotated: This section regulates signage in residential and mixed-use residential zones to ensure signage remains small-scale and context-sensitive. Updates are recommended to clarify applicability to home occupations and home stays, eliminate a reference to a non-existent “Table 1,” and simplify internal structure. Retaining a small-scale allowance for home-based uses ensures continued regulatory control, even as the code is streamlined.”*

**8.170 A-3, A-4, S-5, IN AND LR ZONES SIGN REGULATIONS**

For all uses and sites in the A-3 (Aquatic Conservation), A-4 (Aquatic Natural), S-5 (Natural Shorelands), IN (Institutional) and LR (Land Reserve) Zones, the following types, numbers, sizes and features of signs are allowed. All allowed signs must also be in conformance with the sign regulations of Sections 8.070 through 8.080.

- A. Total Square Footage Permitted. ~~The total allowable sign area for all permanent signs shall be 24 square feet.~~ The total allowable sign area for all permanent signs shall not exceed twenty-four (24) square feet per site. For properties with multiple frontages or that extend through the block, this limit applies cumulatively across all street frontages.
- B. Height of Signs.
  1. Freestanding sign shall not exceed five (5) feet in height.
  2. Monument sign shall not exceed five (5) feet in height. (Section 8.170.B amended by Ordinance 04-04, 5-3-04)
- C. Number of Signs. The number of signs within the total allowable area is limited to one (1) per tax lot or aggregate thereof.
- D. Type of Sign. The following permanent signs may be allowed:
  1. Wall.
  2. Window.
  3. Freestanding.
  4. Portable Sign in accordance with Development Code Sections 8.040 and 8.080. (Section 8.170(D.4) added by Ordinance 00-11, 12-4-00)
  5. Monument. (Section 8.170.D.5 added by Ordinance 04-04, 5-3-04)

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6. ~~Changeable text signs shall be allowed in the IN Zone only and in accordance with Section 8.080(M). (Section 8.170.D.6 added by Ordinance 04-04, 5-3-04)~~ Changeable text signs using electronic or digital technology—commonly known as electronic message centers (EMCs)—are prohibited in all zones, except as expressly allowed under Section 8.080(M) for lawful nonconforming signs and for time-and-temperature displays. For the purposes of this Section, changeable text signs refers specifically to electronic or digitally-controlled signage, not manual letter board signs (e.g., reader boards with interchangeable letters), which are regulated separately.

**8.180 C-4, S-2A, MH, AND AH-MP ZONE SIGN REGULATIONS**

For all uses and sites in the C-4 (Central Commercial), S-2A (Tourist Oriented Shoreland), MH (Maritime Heritage), and AH-MP (Attached Housing - Mill Pond for commercial uses) Zones, the following types, numbers, sizes and features of signs are allowed. All allowed signs must also be in conformance with the sign regulations of Sections 8.070 through 8.080. (Section 8.180 amended by Ordinance 04-04, 5-3-04)

- A. Total Square Footage Permitted. ~~The total square footage of all signage associated with a business site, use, activity, or site shall not exceed 64 square feet.~~ The total area of all permanent signage associated with a single business, use, or activity on a site shall not exceed sixty-four (64) square feet, except where a through-block site with multiple frontages qualifies for additional signage under Section 8.080(G) or another applicable provision of this Article.

For S-2A Zone areas outside Downtown between 6th and 16th Street, the total square footage of all signage associated with a business site, use, or activity shall not exceed 150 square feet, with no single sign exceeding 100 square feet. (Section 8.180.A amended by Ordinance 12-03, 1-3-12)

- B. Number of Signs. The maximum number of signs shall not exceed two (2) per frontage. (Section 8.180.B amended by Ordinance 04-04, 5-3-04)
- C. Freestanding Signs.
1. Number. One (1) sign shall be permitted for each site devoted to a single business, building, use or activity with a street frontage of at least 100 lineal feet. (Section 8.180.C.1 amended by Ordinance 04-04, 5-3-04)
  2. Area. Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of site frontage that is not already utilized by other signs on the site or attached to a building. The maximum area of any individual freestanding sign is 32 square feet.

For S-2A Zone areas outside Downtown between 6th and 16th Street, freestanding signs are allowed up to a maximum of 100 square feet. Allowable area ~~on sites~~ on properties without buildings shall not exceed 32 square feet. (Section 8.180.C.2 amended by Ordinance 04-04, 5-3-04; amended by Ordinance 12-03, 1-3-12)

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3. Height. The maximum height of a freestanding sign shall be 18 feet.

D. Wall or Roof Signs.

1. Number. One (1) sign per frontage shall be permitted for each business, building, use, activity, or site, and one (1) sign per frontage for a group of businesses, uses, or activities occupying a single common space or suite. (Section 8.180.D.1 amended by Ordinance 04-04, 5-3-04)

2. Area. Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of building frontage of a business, use, activity or site. However, a building with 16 feet or less lineal building frontage may be allowed a maximum of 16 square feet.

a. Wall Sign. The area of a wall sign shall not exceed 64 square feet.

For S-2A Zone areas outside Downtown between 6th and 16th Street, the area of a wall sign shall not exceed 100 square feet.

b. Roof Mounted Sign. The area of a roof mounted sign shall not exceed 32 square feet.

For S-2A Zone areas outside Downtown between 6th and 16th Street, the area of a roof mounted sign shall not exceed 100 square feet.

c. Wall Sign. The area of a wall sign shall not exceed 64 square feet.

d. Roof Mounted Sign. The area of a roof mounted sign shall not exceed 32 square feet. (Section 8.180.D.1 amended by Ordinance 04-04, 5-3-04; amended by Ordinance 12-03, 1-3-12)

3. Extension Above Roof Line. On flat-roofed buildings, roof signs are prohibited and wall signs may not project above the facade or parapet. On a pitched roof building, wall or roof signs shall not project more than four (4) feet above the eaves of the primary roof structure.

E. Marquee, Canopy or Awning Signs.

1. Area. Total signage of marquee, canopy, or awning signs shall not exceed the permitted total sign area not taken up by other signs on the site or attached to the building. Signs on awnings and canopies shall be limited to the skirting or valance. (Section 8.180.E.1 amended by Ordinance 04-04, 5-3-04)

2. Height. Pedestrian signs shall have a maximum face height of nine (9) inches if placed below the marquee.

3. Clearance above grade. The lowest portion of a sign attached to a marquee, canopy, or awning shall not be less than seven and one half (7.5) feet above grade.

4. Backlit Awning Signage. Backlit awning signage is prohibited in the area bounded by Exchange Street on the south, the pierhead line on the north, 8th Street on the west, and 16th Street on the east, and within the Gateway Master Plan Area. (Section 8.180.E.4 amended by Ordinance 04-04, 5-3-04)

F. Projecting Signs.

1. Number. One (1) sign shall be permitted for each frontage.

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2. Area. A projecting sign shall not exceed an area of one (1) square foot for one (1) foot of lineal building frontage. The maximum area of any projecting sign shall be 15 square feet. For S-2A Zone areas outside Downtown between 6th and 16th Street, the area of a projecting sign shall not exceed 100 square feet. (Section 8.180.F.2 amended by Ordinance 12-03, 1-3-12)
  3. Clearance above grade. Projecting signs not occurring under marquees, canopies, or awnings shall maintain a clearance of not less than eight (8) feet from the underlying sidewalk [See 8.080(C)].
- G. Portable Signs. Portable signs are allowed in accordance with Development Code Sections 8.040 and 8.080. (Section 8.180(G) amended by Ordinance 00-11, 12-4-00)
- H. Temporary Signage.
1. Area. Individual temporary signs shall not exceed one (1) square foot per lineal foot of building frontage, not to exceed 12 square feet except as noted in Section 8.080(K.5) concerning “opening or coming soon signs”.
- For S-2A Zone areas outside Downtown between 6th and 16th Street, a temporary sign shall not exceed 24 square feet. (Section 8.180.H.1 amended by Ordinance 04-04, 5-3-04; amended by Ordinance 12-03, 1-3-12)
- I. Monument Sign.
1. Number. One (1) sign shall be permitted for each site devoted to a single business, building, use or activity with a street frontage of up to 200 lineal feet. Lots with frontage in excess of 200 lineal feet may have a maximum of two (2) monument signs.
  2. Area. Total sign area shall not exceed one (1) square foot of sign area for one (1) lineal foot of site frontage that is not already utilized by other signs on the site or attached to buildings. Monument signs are allowed up to a maximum of 32 square feet. For S-2A Zone areas outside Downtown between 6th and 16th Street, monument signs are allowed up to a maximum of 100 square feet. Allowable area on properties sites without buildings shall not exceed 32 square feet. (Section 8.180.I.2 amended by Ordinance 12-03, 1-3-12)
  3. Height. The maximum height of a monument sign shall be 10 feet.
  4. Business Complex Signs. Two or more businesses or activities which are part of a business complex, strip mall or similar shared premises are permitted to erect one (1) monument sign within the allowable limit described in 8.180(K). Each individual business or activity shall not exceed 24 square feet of signage. (Section 8.180.I amended by Ordinance 04-04, 5-3-04)
  - 5.
- J. Changeable Text Sign. ~~Changeable text signs shall be allowed in the C-4 and S-2A Zones only and in accordance with Section 8.080(M). (Section 8.180.J.1 added by Ordinance 04-04, 5-3-04)~~ Changeable text signs using electronic or digital technology—commonly known as electronic message centers (EMCs)—

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are prohibited in all zones, except as expressly allowed under Section 8.080(M) for lawful nonconforming signs and for time-and-temperature displays. For the purposes of this Section, changeable text signs refers specifically to electronic or digitally-controlled signage, not manual letter board signs (e.g., reader boards with interchangeable letters), which are regulated separately.

**//End//**

## Exhibit C – Administrative Revisions and Clarifications Astoria Development Code

The proposed amendments in Exhibit C affect sections of the Astoria Development Code (ADC) outside of Article 8. While some changes relate to signage—such as definitions, procedural references or internal citations—most are clerical or administrative in nature. These revisions are intended to improve clarity, accuracy, and usability, and to ensure consistency with the updated sign regulations.

Changes are presented using the following conventions:

- **Strikethrough** text indicates deleted language.
- **Underlined** text indicates new language.
- Track changes may appear in multiple colors due to version history.
- **(\*\*\*)** indicates no changes are proposed to the following section.
- Formatting, numbering, and internal cross-reference errors will be corrected during codification.

Staff **(annotations)** are included below relevant provisions to explain the rationale for each edit. These changes do not introduce new policies, expand or restrict uses, or alter substantive regulatory standards—they are intended solely to align the Code with the updated Article 8 and enhance administrative function.

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### **ARTICLE 1 BASIC PROVISIONS**

(\*\*\*)

#### **1.030 INTERPRETATION**

- A. ~~Applicability. If the conditions imposed by a provision of this Code are less restrictive than comparable conditions imposed by another provision of this Code or of any other Ordinance of the City, the provision which is more restrictive shall govern. Where provisions of this Code conflict, the more restrictive provision shall apply. If a provision of this Code is less restrictive than a comparable standard in another City ordinance, the more restrictive standard shall govern.~~
- B. **Similar Use Determination** ~~Authorization of Similar Uses. The Community Development Director and/or the Planning Commission may rule that a use not specifically permitted in a zone shall be permitted in a zone if it is similar to the permitted uses in the zone, if its effect on adjacent properties is substantially the same as the permitted uses, and if it is not specifically designated as a permitted use in another zone. However, uses and activities that this Code specifically prohibits in the subject zone, and uses and activities that the Community Development Director and/or Planning Commission finds are similar to those that are prohibited, are not allowed. (formerly Section 1.360)~~

The Community Development Director may determine that an unlisted use is similar to a permitted used in a zoning district and may be allowed with the same review procedure, provided that:

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1. The use has operational characteristics (e.g., intensity of use, hours, traffic generation, parking demand) or impacts substantially similar those of a listed permitted use.
2. The use is not expressly prohibited in the district.
3. The use is not uniquely permitted in another zone for reasons that make it clearly incompatible with the purpose of this zone.
4. The use supports or does not undermine the stated purpose of the zone.

A Similar Use Determination shall be processed as a Type I decision under Article 9. The Director may elevate the review to a Type II if broader policy interpretation or public notice is warranted. An applicant may also request elevation to Type II to enable public comments and appeal. All determinations are subject to appeal per Article 9.

~~C. Code Interpretations. This section provides a process for resolving differences in the interpretation of the Code text. The Community Development Director is authorized to interpret the text of this Code as needed to administer its provisions, respond to written inquiries, or resolve ambiguities and inconsistencies. Interpretation may clarify intent, determine applicability, or guide implementation in specific cases.~~

~~D. Code Interpretation Procedure. Requests for code interpretations, including, but not limited to, similar use determinations, shall be made in writing to the Community Development Director and shall be processed as follows:~~

- ~~1. Where an interpretation requires discretion, the applicant shall submit a Miscellaneous Review Permit application for a Code Interpretation with applicable fee for a Type II permit. At a minimum, an application for code interpretation shall include a letter citing the nature and reasons for the request. The Community Development Director shall review relevant background information, including, but not limited to, other relevant Code sections and previous City land use decisions, and follow the Type II decision-making procedures in Article 9.~~
- ~~2. The Community Development Director may refer the application to the Planning Commission and follow Type III decision-making procedures in Article 9.~~
- ~~3. Where a code interpretation may have significant City-wide policy implications, the Community Development Director may bypass the procedures in Sections 1.030.D.1 to 1.030.D.2 and refer the request directly to the City Council for its legislative review in a public hearing. Such public hearings shall be conducted following Type IV procedure of Article 9.~~
- ~~4. All decisions on a code interpretation shall be made in writing to the person requesting it, to any other person who specifically requested a copy of the decision, and to those who provided public testimony on the application in accordance with Article 9.~~

## Exhibit C – Administrative Revisions and Clarifications Astoria Development Code

- 1. Administrative Interpretation (Type I).** The Director may issue informal or written interpretations as part of daily administration. Interpretations that do not establish policy, affect multiple properties, or require substantial discretion may be completed without notice or fee. These may be documented as internal memoranda, correspondence, or permit records.
- 2. Formal Interpretation (Type II).** When discretion is required or when an applicant requests a formal interpretation, the Director shall process it as a Type II decision under Article 9. A written request and applicable fee are required. Public notice and appeal rights shall apply.
- 3. Policy-Level Referral (Type III or IV).** The Director may refer any interpretation to the Planning Commission or City Council when the outcome may establish precedent, affect multiple zones, or involve broader legislative considerations. Referral may be initiated by the City with or without an applicant.
- 4. Documentation and Notice.** All formal interpretations shall be documented in writing and provided to the applicant and any person who submitted comments or requested notice. Administrative interpretations may be recorded at the Director’s discretion.

*(Annotation: This section modernizes and streamlines the City's code interpretation procedures to reflect the realities of administering a legacy code. It clarifies the Community Development Director's authority to issue interpretations—both informally and formally—and establishes clear pathways for applicants, appeals, and policy-level referrals. The revised language reinforces transparency, preserves flexibility for day-to-day implementation, and ensures that Similar Use Determinations remain consistent with the purpose and intent of each zone while allowing for appeal when appropriate.)*

(\*\*\*)

### **Section 1.400 Definitions**

(\*\*\*)

~~BED AND BREAKFAST: Any transient lodging facility which contains between three (3) and seven (7) guest bedrooms, which is owner or manager occupied, and which may provide a morning meal. This includes any accommodation meeting these requirements including facilities known by their advertising, and/or management platform names, or other such transient lodging identification.~~ A transient lodging use consisting of three to seven guest rooms within a residential structure, operated by an on-site owner or manager, and that may provide a morning meal to guests. Guest rooms shall not contain kitchens, kitchenettes, or cooking facilities. No events or commercial gatherings—such as weddings, receptions, luncheons, or similar activities—are permitted. Any accommodation meeting these criteria is considered a bed and breakfast, regardless of how it is named, marketed, or listed.

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*(Annotated: This updated definition improves clarity and enforceability by distinguishing bed and breakfasts from more intensive commercial uses. It explicitly limits guest rooms to three to seven without kitchens or cooking facilities, prohibits events like weddings or luncheons (which classify as inns), and ensures that platform listings or branding don't override regulatory intent. The result is a clearer, residential-scale use aligned with zoning expectations.)*

BEDROOM: A room or enclosed space within a residential or transient lodging unit that is designed or used primarily for sleeping. A bedroom may be a dedicated sleeping room or part of an open layout (e.g., in a studio) and is not limited to spaces within dwelling units. For the purposes of this code, bedrooms are used in calculating occupancy limits, parking requirements, and permitting thresholds for uses such as vacation rentals and home stay lodging.

*(Annotated: This definition clarifies that a “bedroom” includes any sleeping area within both residential and transient lodging units, such as vacation rentals and home stay lodging. It eliminates ambiguity around studios and open-layout units, ensuring that all sleeping accommodations are treated consistently for occupancy, permitting, and parking calculations. This change addresses past instances where applicants argued that studio units or rentals without enclosed rooms did not require parking or were exempt from occupancy limits.)*

(\*\*\*)

BUILDING MODULAR: A structure or portion of a structure constructed off-site in one or more prefabricated sections (modules), designed to be transported and assembled on a permanent foundation at the building site. Modular buildings are subject to the same local building codes as site-built structures and are intended for long-term use.

*(Annotated: This definition distinguishes modular buildings from manufactured dwellings or mobile homes by clarifying that modular units are built to the same building codes as conventional construction and are typically placed on permanent foundations.)*

(\*\*\*)

Child. A child under 13 years of age or a child under 18 years of age who has special needs or disabilities and requires a level of care that is above normal for the child's age.

Child Care Center (commercial). A certified or registered child care facility that provides care and supervision to children in a non-residential, commercial setting. This includes day care centers and similar programs but excludes residential-based child care homes. See also **Child Care Facility, Child Care Home, and Day Nursery.**

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Child Care Facility. Any Facility that provides child care to children, including a day nursery, nursery school, child care center, certified or registered family care home or similar unit operating under any name.

Child Care Home (residential). Any registered child care facility or certified group child care home where child care is offered in a residence up to 16 children, including children of the provider, regardless of full-time or part-time status consistent with State Law. (ORS 329A.440).

(\*\*\*)

COTTAGE CLUSTER: ~~See Residential Structure Types, Cottage Cluster.~~ Groupings of no fewer than four detached housing units per acre with a footprint of less than 900 square feet each and that include a common courtyard. Cottage Cluster units may be located on a single Lot or Parcel, or on individual Lots or Parcels.

COTTAGE CLUSTER DEVELOPMENT: ~~See Residential Structure Types, Cottage Cluster Development.~~

Cottage Cluster Project. A development site with one or more cottage clusters. Each cottage cluster as part of a cottage cluster project must have its own common courtyard.

*“Annotated: These changes eliminate redundant or duplicative definitions related to cottage cluster housing forms. The terms **"Cottage Cluster"**, **"Cottage Cluster Development"**, and **"Cottage Cluster Project"** are either overlapping or partially repetitive and were previously referenced through circular definitions (“See Residential Structure Types...”). To improve clarity and consistency, the definitions are consolidated under a single, clear entry—“Cottage Clusters”—which reflects the state’s middle housing definitions and provides a complete standalone description. Removing superfluous entries reduces confusion, streamlines code navigation, and supports consistent interpretation across ADC chapters while aligning with HB 2001 implementation standards. This revision is administrative in nature and does not alter the underlying policy or regulatory intent.”*

DAY CARE CENTER: ~~A day care facility which provides day care in any setting for any number of persons, excluding family day care centers and residential homes~~ Day Care Center: See Child Care Center (Commercial); Day Care (Commercial): See Child Care Center (Commercial); Day Care (Residential): See Child Care Home (Residential); Day Nursery: See Child Care Facility.

*“Annotated: This revision reorganizes and consolidates child care–related definitions to ensure alignment with current Oregon state law (ORS 329A) and eliminate duplication or outdated terminology. References to “Day Care,” “Day Nursery,” and “Child Care Facility” are clarified by directing users to the appropriate, legally defined term. Distinctions between “Child Care Home (residential)” and “Child Care Center (commercial)” are aligned with state licensing classifications. These updates are*

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*administrative and clarifying in nature, designed to improve interpretation, reduce redundancy, and ensure compliance with state-mandated terminology.”*

(\*\*\*)

~~DWELLING UNIT: A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation. May be located in a building with non-residential uses, as allowed by the applicable zoning designation.~~ A single, self-contained unit designed and intended for long-term residential occupancy by one or more persons, providing complete independent living facilities. A dwelling unit includes permanent provisions for living, sleeping, sanitation, and cooking—including a kitchen with a stove or similar cooking appliance. A unit shall be considered a separate dwelling if it contains a second kitchen or cooking facility capable of supporting independent occupancy, as determined by the City. Dwelling units may exist within residential or mixed-use structures, subject to zoning standards.

*(Annotated: This definition updates and clarifies what constitutes a dwelling unit by emphasizing the presence of a complete kitchen—including a stove—as the key factor for determining independence. It supports enforcement related to unauthorized second units in single-family dwellings and aligns with zoning practices that link kitchens to dwelling unit status.)*

(\*\*\*)

~~INDOOR ENTERTAINMENT: A facility which provides entertainment for persons of all ages but may also be limited to persons over the age of 21 years, and which may be passive or active. Examples include bowling alleys, movie theaters, swimming pools, racquet ball courts, adult movie theaters, adult dance halls, fitness club, gym, and similar facilities.~~

~~INDOOR FAMILY ENTERTAINMENT OR RECREATION ESTABLISHMENT: A facility which provides entertainment or recreation for persons of all ages, and which may be passive or active. Examples include bowling alleys, movie theaters, swimming pools, racquet ball courts, light manufacturing production viewing areas, fitness club, gym, and similar facilities.~~

INDOOR ENTERTAINMENT OR RECREATION ESTABLISHMENT: A fully enclosed facility offering passive or active indoor entertainment or recreation for the general public or specific user groups. Facilities may include those serving all ages or limited to adults, and may be permitted as a principal or accessory use where allowed by zone. Typical examples include bowling alleys, movie theaters, swimming pools, racquetball courts, fitness centers, adult-use venues, and viewing areas associated with artisan or light manufacturing. Uses must not generate excessive noise, traffic, or impacts inconsistent with surrounding uses, and may include limited instructional or retail components.

*(Annotated: This updated definition consolidates overlapping terms previously used for “Indoor Entertainment” and “Indoor Family Entertainment or Recreation Establishment”*

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into a single, flexible category. It modernizes the language, clarifies applicability across age groups and zone contexts, and removes redundant examples. The revision also reinforces key zoning considerations by requiring full enclosure, limiting off-site impacts, and identifying when uses may function as principal or accessory. The added reference to compatibility with surrounding uses ensures consistent interpretation across commercial, mixed-use, and light industrial districts. This change improves clarity, usability, and consistency within the Astoria Development Code.)

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INN: ~~A transient lodging facility with up to 11 guest bedrooms, which is owner or manager occupied, and which may provide a morning meal. Inns may conduct associated business activities on an occasional basis, such as wedding receptions, club meetings and luncheons, conferences, and reunions. Rooms used by transient guests shall not include a kitchen.~~ A transient lodging facility with no more than 11 guest rooms, operated by an on-site owner or manager, and primarily intended for short-term overnight stays. Inns may offer a morning meal to guests and may host occasional events such as weddings, meetings, luncheons, or reunions as an accessory use. Guest rooms shall not contain kitchens or cooking facilities.

*(Annotated: This reflects recent changes to transient lodging facilities to clarify that they should not be separate living units.)*

(\*\*\*)

LOT COVERAGE: ~~The portion of a lot expressed as a percentage of the total lot area that is occupied by the principal and accessory buildings, including all decks, and other projections extending 12 above ground level of the lot upwards at any point on the structure including handrails, except eaves.~~ The percentage of a lot covered by all structures and improvements that extend 12 inches or more above finished grade, including principal and accessory buildings, covered decks, patios, balconies, and similar projections. Eaves and architectural overhangs that do not extend more than 24 inches from the building wall are excluded. Lot coverage is calculated as the horizontal footprint of all applicable structures divided by the total lot area.

*(Annotated: This definition modernizes lot coverage by clarifying that it's based on horizontal footprint, includes structures and projections over 12 inches, and excludes eaves up to 24 inches. It aligns with local interpretation and provides measurable standards for consistent enforcement.)*

(\*\*\*)

LOT LINE: ~~The property line bounding a lot.~~ A boundary line of a lot that separates it from adjoining lots, public rights-of-way, or other legal parcels. Lot lines are categorized as front, rear, or side, based on their relationship to streets, accessways, and site orientation. For corner, flag, or irregularly shaped lots, the designation of each lot line shall be

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determined by the City based on structure orientation, access location, and applicable zoning provisions.

~~FRONT LOT LINE: The property line separating the lot from the street, other than an alley. On corner lots, the front lot line shall be determined by the main entrance to the existing or proposed structure. The City shall determine the front lot line of a corner lot. On a flag lot, the front line is considered to be the lot line that is most parallel to and closest to the street, excluding the pole portion of the flag.~~ The lot line abutting a street, excluding alleys. On corner lots, the front lot line shall be determined by the location of the primary entrance of the structure or as designated by the City. For flag lots, the front lot line is the line most parallel and closest to the street, excluding the pole portion. On lots with curved or irregular frontages, the front lot line may be interpreted as a straight line connecting the two front corners, provided it does not extend beyond the actual property boundary along a concave curve.

~~LOT LINE, REAR LOT LINE: The property line which is opposite and most distant from the front lot line. In the case of an irregular or triangular shaped lot, a line ten feet in length within the lot parallel to and at a maximum distance from the front lot line.~~ The lot line opposite and farthest from the front lot line. For triangular or irregularly shaped lots where a direct opposite line does not exist, the rear lot line shall be either:  
(a) a line at least ten feet in length, located entirely within the lot and parallel to the front lot line at its most distant point, or  
(b) the lot line or combination of lines most nearly opposite the front lot line, as determined by the Community Development Director.

~~SIDE LOT LINE: Any property line not a front or rear lot line.~~ Any lot line that is not designated as a front or rear lot line.

*(Annotated: These revised lot line definitions improve clarity and usability by addressing irregular, corner, and flag lots with specific criteria for determining front, rear, and side designations. The updates align with zoning practice by introducing terms like “abutting,” “pole portion,” and “access orientation,” ensuring more consistent application across development reviews. They also provide administrative flexibility by authorizing City interpretation in complex cases, reducing ambiguity and improving enforcement. Overall, the revisions modernize outdated definitions and better support accurate, legally defensible land use decisions.)*

(\*\*\*)

MIDDLE HOUSING: Housing that includes two-family dwelling, three-family dwelling, four-family dwelling, cottage cluster, and townhouse as defined in ORS 197.758.

*(Annotated: In 2022, the City amended the Code for State mandated issues concerning housing. Reference to Middle Housing is used in the code but there was no definition added at that time.)*

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RIGHT-OF-WAY: The area between the boundary lines of a street or other easement. Land dedicated or used for public travel, including streets, sidewalks, alleys, and pedestrian ways, whether publicly or privately owned.

*“Annotated: This amendment adds a clear definition of “right-of-way” to support consistent application of placement, clearance, and encroachment standards across Articles 5 and 8. By clarifying that right-of-way includes streets, sidewalks, alleys, and pedestrian ways, whether publicly or privately owned, the change improves coordination with City Code Section 5.060, reduces ambiguity for applicants, and strengthens enforceability of sign placement and safety requirements.”*

(\*\*\*)

SIGN: Any identification, description, illustration, symbol, or device which is affixed directly or indirectly upon a building, structure, or land and which conveys a message.

~~ABANDONED SIGN: A sign pertaining to a business or occupant whose products or services or noncommercial messages have ceased to be offered to the public or ceased to be in effect on said premises for a period of more than 90 days.~~ A sign pertaining to a business, use, or message that has ceased for a continuous period of ninety (90) days.

ANIMATION SIGN: Any sign or part of a sign that contains text and/or other images that flash or move or otherwise change at intervals of less than once every ten (10) seconds. A sign or sign component that moves, scrolls, flashes, rotates, or changes visual content to attract attention, including mechanical movement or electronically displayed motion or transitions.

~~CHANGEABLE TEXT SIGN: Any sign or part of a sign that changes physical position, light intensity, or text and/or graphic images by use of intermittent on-and-off illumination or any movement or rotation or that gives the visual impression of such movement or rotation at intervals of more than once every 24 hours. Also known as “moveable text sign”, “electronic reader board”, “electronic message center”, or “multiple message sign”.~~ A sign with text or graphic content that can be manually or mechanically changed without the use of digital or electronic components. This includes signs with movable letters, rotating panels, or other physical means of altering the message. Changeable text signs do not include electronic or illuminated message boards, reader boards, or signs using LED, LCD, or similar display technology.

CORNER SIGN: A sign projecting from the corner of a building.

~~DETERIORATED SIGN: A sign which the Building Official determines is deteriorated or dilapidated, or which may constitute a threat to public safety.~~ A sign that shows structural instability, broken or missing components, significant fading, peeling, corrosion, or damage such that it no longer meets the maintenance standards of this Article or poses a safety risk, as determined by the Building Official.

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DIRECTIONAL SIGN: ~~A permanent sign which is designed and erected solely for the purpose of traffic or pedestrian direction and placed on the property to which the public is directed.~~ A permanent sign designed and erected solely to provide pedestrian or vehicular direction on the site and not to advertise a business, product, or service.

DOOR SIGN: A sign affixed directly to the surface of a primary entrance door, intended to identify essential information related to the occupant or business.

ELECTRONIC MESSAGE SIGN / CENTERS: A sign that displays text, symbols, or images that can be changed electronically or digitally, including LED, LCD, or similar technologies. This term includes signs commonly referred to as “changeable text signs” or “electronic message centers,” but does not include signs limited solely to the display of time and temperature.

FLASHING SIGN: ~~A sign incorporating artificially reflected light which does not maintain a stationary or constant intensity or color at all times when in use.~~ A sign that emits or reflects light that varies in intensity, color, or pattern to attract attention, excluding steady, non-changing illumination.

FREESTANDING OR GROUND SIGN: A sign which is supported by one or more upright poles, or other support structure, and which is not attached to a building, but not including sandwich boards.

HISTORICAL SIGN: A sign designated to be historical in nature by the Historic Landmarks Commission.

MARQUEE SIGN: A sign which is painted on, attached to or supported by a marquee.

MONUMENT SIGN: A sign, other than a freestanding sign, in which the entire bottom is in contact with or is close to the ground and is not attached to any part of a building or other structure. A monument sign shall not exceed 10’ in height. Any sign over 10’ in height shall be classified as a “freestanding sign”.

NONCONFORMING SIGN: ~~A sign or sign structure lawfully erected and properly maintained that would not be allowed under the sign regulations presently applicable to the site.~~ A sign that was lawfully installed prior to the effective date of this Chapter or a subsequent amendment and that does not conform to the current requirements of this Article.

OFF-PREMISE SIGN: ~~A sign that identifies, advertises, or draws attention to a business, use, activity, goods, products, or services which are not sold, manufactured, or distributed on or from the premises on which the sign is located, or facilities not located on the premises on which the sign is located.~~ A sign that directs attention to a location, business, use, activity, goods, or services not located on the same tax lot as the sign.

OPENING OR COMING SOON SIGN: A sign intended to announce the opening of a business, use, or activity, or the construction of a new building or expansion of an existing building, excluding announcement of sales or activities and events within an existing business, use, or activity.

PEDESTRIAN SIGN: A sign which is placed under an awning or marquee.

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PORTABLE OR SANDWICH BOARD SIGN: Any sign designed to be placed on the ground, and attached to a frame which is self-supporting, and which is not affixed to a building, structure, pole, or other item of permanent support. A freestanding, movable sign that is not permanently affixed to the ground, a building, or a structure, and that is designed to be readily relocated, including A-frame, sidewalk, and similar temporary freestanding signs.

PROJECTING SIGN: A sign, other than wall signs, which is attached to or project from a structure or building face, usually perpendicular to the building face, although it may project from the corner of a building.

ROOF SIGN: Any sign erected upon, against, or directly above a roof, on top of or above the parapet of a building. Any sign erected upon, against, or above a roof surface or parapet, where the top of the sign extends above the roofline or parapet of the building.

SHORT TERM SIGN: A sign that is installed for more than 30 days but not more than 180 days.

TEMPORARY SIGN: A sign which is not permanently affixed. All devices such as banners, pennants, flags (not including flags of national, state or city governments), searchlights, curb signs, balloons or other air or gas-filled balloons. A sign intended for short-term display and not permanently affixed to the ground, a building, or a structure. Temporary signs are regulated under Section 8.080(K).

WALL SIGN: A sign attached to or erected against the wall of a building with the face in a parallel plane to the building wall.

WINDOW SIGN: Any sign located inside, affixed to or within three (3) feet of the window panes of a building, whether removable or permanent that remains in place for more than a period of 14 days. Any sign located inside, affixed to, or within three (3) feet of a window, or positioned so as to be legible from the public right-of-way or other exterior public space, whether removable or permanent, that remains in place for more than fourteen (14) consecutive days.

*“Annotated: These amendments modernize and consolidate sign definitions to align with the updated regulatory framework in Article 8 and current industry terminology. The changes replace overlapping and outdated terms with a single, clear definition for electronic message signs, ensuring consistent application of the City’s digital sign phase-out. Time-based and subjective standards are refined into objective, format-based criteria to improve field enforcement and reduce interpretive disputes. Definitions for nonconforming, abandoned, portable, directional, window, roof, and deteriorated signs are clarified to mirror revised maintenance, placement, and nonconforming provisions, supporting transparent administration and defensible decision-making. Collectively, these updates improve internal consistency, reduce redundancy, and enhance predictability for applicants and staff without altering the underlying policy intent or regulating sign content.”*

(\*\*\*)

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~~STRUCTURE: That which is built or constructed. An edifice or building of any kind or any piece of work artificially built up or composed of parts joined together in some definite manner and which requires location on the ground or which is attached to something having a location on the ground.~~ Any object constructed or erected that is permanently or temporarily placed on the ground or attached to something on the ground, including but not limited to buildings, decks, walls, fences, towers, flag poles, signs, and utility cabinets. A structure is typically made of assembled parts in a fixed arrangement and may require a foundation, anchoring, or similar support. For the purposes of this Code, "structure" does not include paved surfaces, vegetative landscaping, or unanchored temporary equipment.

*(Annotated: This definition was originally suggested by DLCD but never formally adopted. It improves clarity and breadth by covering both permanent and semi-permanent improvements typically regulated under zoning. The use of "including but not limited to" ensures flexibility across varied site contexts while avoiding rigidity. By explicitly excluding paving and vegetative landscaping, it prevents regulatory overreach into routine site treatments. The language is compatible with both zoning and building code frameworks, while appropriately deferring to building code for structural safety and design criteria.)*

(\*\*\*)

~~TEMPORARY USE: A use or activity involving minimal capital investment that does not result in the permanent alteration of the site or construction of new buildings, and is removed from the site within one year, unless otherwise extended.~~ A use or activity of limited duration involving minimal capital investment that does not permanently alter the site or result in permanent buildings, and that is authorized by a Temporary Use Permit. The use shall be removed upon permit expiration unless an extension is approved under this Code.

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~~TRANSPORTATION SERVICE ESTABLISHMENT: Business primarily engaged in moving of goods and/or persons such as freight company, bus depot, intermodal center, delivery vehicle and semi-truck storage areas, etc., but excluding bicycle rental facilities.~~ A business or facility primarily engaged in the transport, logistics, or movement of goods and/or people. This includes, but is not limited to, freight and shipping companies, intermodal transfer stations, bus depots, taxi or shuttle hubs, courier services, and associated vehicle storage or dispatch facilities. This use does not include bicycle rental businesses or passenger-oriented transit stops without operational support functions.

*(Annotated: This version broadens and clarifies the scope, aligns with modern terminology (e.g., "logistics," "courier"), and explicitly excludes uses with different impacts, such as bike rentals or passive transit stops.)*

(\*\*\*)

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**ARTICLE 2 USE ZONES**

(\*\*\*)

**R-1: LOW DENSITY RESIDENTIAL ZONE**

(\*\*\*)

**2.035 YARDS**

The minimum yard requirements in an R-1 Zone are ~~will be~~ as follows:

- A. The minimum front yard ~~setback shall will~~ be 20 feet.
- B. The minimum side yard ~~shall will~~ be five (5) feet, except ~~that~~ on corner lots, the side yard ~~setback along on~~ the street side ~~shall will~~ be 15 feet. For the purposes of this code, a parcel adjacent to an undeveloped right-of-way shall not be considered a corner lot.
- C. The minimum rear yard ~~shall will~~ be 20 feet, except ~~that~~ on corner lots, the rear yard ~~setback shall will~~ be five (5) feet.

(\*\*\*)

**R-2: MEDIUM DENSITY RESIDENTIAL ZONE**

(\*\*\*)

**2.080 YARDS**

The minimum yard requirements in ~~the an~~ R-2 Zone ~~are will be~~ as follows:

- A. The minimum front yard ~~shall will~~ be 20 feet.
- B. The minimum side yard setback ~~shall will~~ be five (5) feet, except ~~that~~ on corner lots, the side yard ~~setback along on~~ the street side will be 15 feet. For the purposes of this code, a parcel adjacent to an undeveloped right-of-way shall not be considered a corner lot.
- C. The minimum rear yard ~~setback shall will~~ be 15 feet, except ~~that~~ on corner lots, the rear yard ~~setback shall will~~ be five (5) feet.
- D. For minimum yard requirements applicable to in a manufactured dwelling parks, refer to Section 11.120.

(\*\*\*)

**R-3: HIGH DENSITY RESIDENTIAL ZONE**

(\*\*\*)

**2.170 YARDS**

- A. The minimum yard requirements in ~~the an~~ R-3 Zone ~~will be are~~ as follows:
  - 1. The minimum front yard ~~setback shall will~~ be 20 feet.
  - 2. The minimum side yard ~~setback shall will~~ be five (5) feet, except ~~that~~ on corner lots, the side yard setback along the street ~~shall side will~~ be 15 feet. For the

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purposes of this code, a parcel adjacent to an undeveloped right-of-way shall not be considered a corner lot.

3. The minimum rear yard setback shall will be 15 feet, except that on corner lots, the rear yard setback shall will be five (5) feet.
- B. For minimum yard requirements applicable to in-a manufactured dwelling parks, refer to Section 11.120.

*“Annotation: The proposed edits to the R-1, R-2, and R-3 yard requirement sections are clerical in nature and improve clarity, enforceability, and consistency across residential zones. Revisions include: (1) replacing “will be” with “shall be” to reflect standard legal drafting language; (2) standardizing the use of “setback” terminology; (3) aligning references to Section 11.120 for manufactured dwelling parks; and (4) clarifying that parcels adjacent to undeveloped rights-of-way are not treated as corner lots—now phrased consistently across all zones. These edits do not alter the substance of yard standards but improve readability and administrative application.”*

(\*\*\*)

### **2.540 DEVELOPMENT STANDARDS AND PROCEDURAL REQUIREMENTS (A-2 Aquatic Two Development Zone)**

(\*\*\*)

- E. ~~No structure will exceed a height of 28 feet above the grade of adjacent shoreland, except for those areas between the extended 15th 17<sup>th</sup> and 21st Street right-of-ways, and between the extended 6th Street right-of-way and the Astoria-Megler Bridge. In these two areas no structure shall exceed a height of 45 feet above the grade of adjacent shoreland.~~

Except as provided below, no structure shall exceed a height of 28 feet, measured above the grade of the adjacent shoreland.

Within the areas bounded by the extended 17th Street and 21st Street rights-of-way, and within the area bounded by the extended 6th Street right-of-way and the Astoria-Megler Bridge, no structure shall exceed a height of 45 feet, measured above the grade of the adjacent shoreland.

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### **ARTICLE 3 ADDITIONAL USE AND DEVELOPMENT STANDARDS**

(\*\*\*)

#### **3.015.A.7 (TRANSPORTATION STANDARDS)**

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~~Variations to standards in Section 3.015.A of 10% or less may be granted by administrative review. Variations of more than 10% of the standards in this Section may be granted by the Community Development Director pursuant to Class 1 variance procedures in Article 12.~~

~~The Community Development Director or Planning Commission, as applicable, may waive or defer improvements for land divisions and on-site improvements, and the City Engineer may waive or defer improvements for existing plats and off-site improvements. When the Community Development Director, Planning Commission, or City Engineer agrees to defer a street improvement, they shall do so only where the property owner agrees not to remonstrate against the formation of a local improvement district in the future.~~

~~Standard street improvements, including sidewalk, roadway, bicycle lane, undergrounding of utilities, and/or landscaping, as applicable, may be waived or deferral may be allowed where one or more of the following conditions are met:~~

- ~~1. The standard improvement conflicts with an adopted capital improvement plan;~~
- ~~2. The standard improvement would create a safety hazard;~~
- ~~3. It is unlikely due to the developed condition of adjacent property that the subject improvement would be extended in the foreseeable future, and the improvement under consideration does not by itself significantly improve transportation operations or safety;~~
- ~~4. The improvement under consideration is part of an approved partition in a residential zone and the proposed partition does not create any new street.~~

### **A. Variances**

- 1. Type I (Administrative).** Variances to the standards in Section 3.015.A of 10% or less may be approved administratively by the Community Development Director as a Type I permit, in accordance with Article 12.
- 2. Type II.** Variances exceeding 10% may be approved by the Community Development Director as a Type II variance, pursuant to Article 12.

**B. Waiver or Deferral of Improvements.** The Community Development Director or Planning Commission may waive or defer on-site street improvements, and the City Engineer may waive or defer off-site improvements for existing plats. Any deferral shall require the property owner to agree in writing not to remonstrate against a future local improvement district.

**C. Waiver or Deferral Criteria.** Required street improvements may be waived or deferred when one or more of the following apply:

1. The improvement conflicts with an adopted Capital Improvement Plan;
2. The improvement would create a safety hazard;

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3. The improvement is unlikely to be extended in the foreseeable future and would not materially improve transportation operations or safety; or
4. The improvement is part of an approved residential partition that does not create a new street.

*“Annotated: This amendment clarifies the City’s variance procedures by expressly identifying Type I review as an administrative approval and aligning variance thresholds with the Development Code’s procedural framework. The revision improves internal consistency between Articles 3, 9, and 12, reduces ambiguity for applicants and staff, and reflects current practice at the permit counter. No substantive change to variance authority or approval criteria is intended; the update simply modernizes terminology, improves clarity, and ensures that minor transportation standard adjustments are processed efficiently while preserving appropriate review for larger deviations.”*

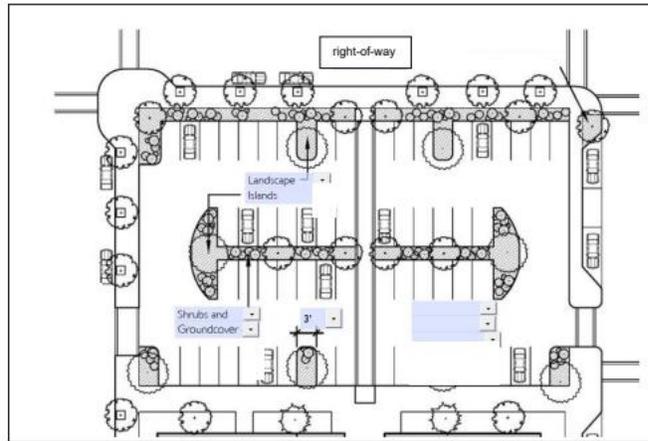
(\*\*\*)

### 3.120 Landscaping Requirements

- ~~A. Specific requirements governing the placement and maintenance of landscape materials are as follows:~~
- ~~1. Landscape plant materials shall be installed to insure health and survivability.~~
  - ~~2. Landscape plant materials will be properly guyed and staked so as to not interfere with vehicular or pedestrian traffic.~~
  - ~~3. Deciduous trees shall have a minimum caliper of one and one half (1.5) inches, and a minimum height of eight (8) feet at the time of planting, unless it is determined by the Community Development Director that a lesser caliper will provide the bulk and scale necessary to substantially cover the landscaped area.~~
  - ~~4. Evergreen trees shall be a minimum of six (6) feet in height, fully branched, at the time of planting.~~
  - ~~5. Shrubs shall be supplied in one (1) gallon containers minimum, or eight (8) inch burlap balls with a minimum spread of 12 inches.~~
  - ~~6. Ground cover plantings shall be planted on a maximum of 18 inches on center and 18 inches between rows. Rows of plantings shall be staggered for a more effective covering. Ground cover shall be supplied in a minimum four (4) inch size container or a two and one quarter (2.25) inch size if planted on 12 inch centers.~~
  - ~~7. Planting areas shall be designed to separate parking lots from the sidewalk and street and shall contain a mixture of trees and shrubs, except where the presence of chairwalls or public utilities makes the planting infeasible, as determined by the City Engineer, in which case concrete, stone, or other manufactured containers may be used.~~
  - ~~8. Parking areas with 20 spaces or more shall have a minimum of one landscaping divider per ten (10) parking spaces. Each ten (10) parking spaces shall be bordered by a landscaped area. Such area shall consist of~~

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a curbed planter of at least three (3) feet by 16 feet, or at least 48 square



~~feet. Each planter shall contain at least one (1) tree, along with hedge or shrub material. An exception to allow a maximum of one row of parking spaces within a parking area to exceed the maximum ten spaces between landscaped planters by one or two spaces may be approved as an administrative Type I permit if the amount of overall required landscaping is not reduced.~~

- ~~9. For new construction, parking areas shall be separated from the exterior wall of a structure, exclusive of paved pedestrian entranceways or loading areas, by a strip of landscaping material. All planting areas shall be protected by the use of concrete bumper blocks affixed to the paving.~~
- ~~10. Existing trees may be used as required landscaping. To the extent possible and practicable, required landscaping shall be within reasonable view from an improved City right-of-way.~~
- ~~11. All landscaping shall be maintained and kept free from trash, noxious growth, and weeds. Unkempt landscaped areas shall be considered a nuisance and shall be enforced under the applicable City code.~~
- ~~12. Seating areas and street furniture shall be considered part of the landscaping requirement, and shall be encouraged by the Community Development Department.~~
- ~~13. Up to 50% of the landscaping requirement may be satisfied by the use of City right-of-ways for landscaping, as approved by the City Engineer. The property owner shall be responsible for the maintenance of such landscaping. (See City Code 2.350 through 2.353.)~~
- ~~14. Public safety should be considered in landscape designs.~~
- ~~15. There shall be a 15' landscaped buffer area maintained between outdoor storage areas, parking areas, and/or driving surfaces and the top of bank along the shoreline. Except as otherwise noted, parked vehicle bumpers may overhang a maximum of 2.5' beyond a bumper guard into the landscaped area.~~

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All required landscaping must support long-term plant health, enhance public spaces, and be maintained in a clean, safe condition. The following standards apply:

### **A. Plant Materials**

1. Installation: All plant materials must be properly installed and supported to ensure health and prevent interference with pedestrians or vehicles.
2. Minimum Sizes at Planting:
  - a. Deciduous Trees: 1.5-inch caliper, 8 feet high (unless a smaller caliper is approved).
  - b. Evergreen Trees: 6 feet high, fully branched.
  - c. Shrubs: 1-gallon container or 8-inch burlap ball, 12-inch spread minimum.
  - d. Ground Cover: Planted on a maximum 18" x 18" staggered grid. Minimum 4" containers, or 2.25" if spaced at 12".
3. Non-Plant Materials: River rock, bark chips, or other inert materials may not exceed 10% of the required landscaped area.
4. Minimum Bed Width: All planting areas must be at least 3 feet wide (measured from inside edge to inside edge) to support long-term plant health and sustainability, unless otherwise approved by the Community Development Director due to constraints.

### **B. Parking Lot Landscaping**

1. Perimeter: Parking areas must be buffered from sidewalks and streets with landscaped strips containing trees and shrubs, unless infeasible due to utilities or chairwalls (as determined by the City Engineer).
2. Interior:
  - a. Parking areas with 20+ spaces require one landscaped divider per 10 spaces, each with a curbed planter of at least 3 ft by 16 ft (48 sq ft) containing 1 tree and shrubs.

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- b. One row may exceed the 10-space maximum by up to 2 spaces through a Type I permit if total landscaping is preserved.

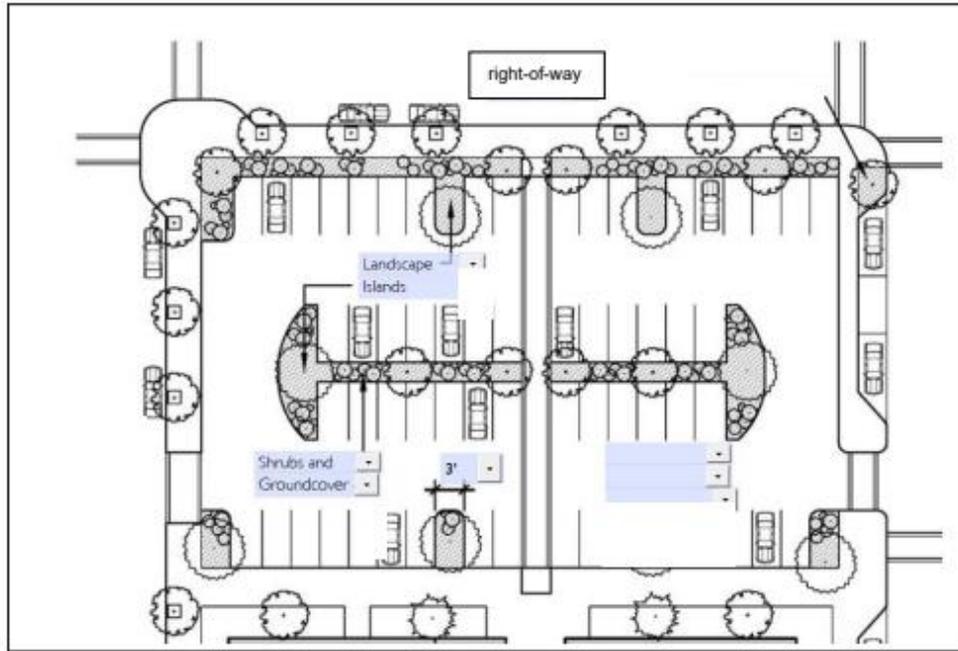


Figure 1. Example Parking Lot Landscape Layout (related to Section 3.120.B)

3. Building Separation: Parking must be separated from exterior building walls (excluding walkways/loading) by landscaped strips protected with concrete bumper blocks.
4. Shoreline Buffer: A 15-foot landscaped buffer is required between parking/storage areas and top-of-bank along shorelines. Vehicle bumpers may overhang this buffer up to 2.5 feet.

**C. Alternative Standards and Maintenance**

1. Existing Trees: May count toward landscaping requirements.
2. Street Furniture: Seating and street furniture may satisfy part of the landscaping requirement and are encouraged.
3. Right-of-Way: Up to 50% of landscaping may be in the City right-of-way with City Engineer approval. The adjacent property owner is responsible for maintenance.
4. Visibility and Safety: Landscaping should be visible from the public right-of-way and designed with public safety in mind.
5. Maintenance: Landscaping must be kept free of weeds, trash, and noxious growth. Failure to maintain is a nuisance subject to enforcement.
6. Credit for Non-Vegetative Features:
- a. The Community Development Director may approve non-vegetative features to fulfill up to 10% of the landscaping requirement (Type I permit).
- b. Up to 25% credit may be allowed in public or publicly accessible areas where such features include amenities like bike racks, benches, or

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signage (Type I permit).

c. Credits exceeding 25% require land use review per Article 9 and 12.

d. Features in public right-of-way require a City-approved maintenance agreement; failure to maintain requires replacement with compliant landscaping.

*(Annotated: The updated landscaping section modernizes and streamlines the code by organizing requirements into clear, topic-based subsections for plant materials, parking lot landscaping, and alternative standards. It replaces dense text with concise, measurable criteria (e.g., container sizes, caliper, buffer widths), improving predictability for applicants and enforcement by staff. The new format clarifies expectations for developers, supports sustainable urban design through defined buffers and integration of trees and ground cover, and reflects best practices in site planning. Including limits on inert materials and encouraging visible, well-maintained landscaping enhances both aesthetics and functionality.)*

(\*\*\*)

### 3.240 TEMPORARY USE PROVISIONS

~~Temporary Uses are those which involve minimal capital investment, and which comply with the following standards:~~

#### ~~A. Duration of Permits:~~

- ~~1. Time Limit. A temporary use permit shall expire one year from the date of Final Decision unless an extension has been granted.~~
- ~~2. Permit Extensions. Prior to permit expiration, the applicant may request extensions in accordance with Section 9.100(B.2.a & b) and 9.100(B.3 & 4). A permit remains valid, if a timely request for extension has been filed, until an extension is granted or denied. (Section 3.240.A, amended by Ordinance 10-06, 4-19-10)~~

~~B. Security. The Planning Commission may require that the applicant furnish the City with a performance bond or other negotiable instrument up to, and not to exceed, the value of the improvements or the cost of removal of the improvements, whichever is greater. This requirement may be made in order to assure that any conditions imposed are completed in accordance with the plans and specifications as approved by the Planning Commission, and the standards established in granting the use. (Section 3.240.C, deleted by Ordinance 10-06, 4-19-10)~~

Temporary Uses are activities or uses that involve minimal capital investment, are limited in duration, and are intended to remain temporary in nature.

#### A. Review Authority and Procedure

## Exhibit C – Administrative Revisions and Clarifications Astoria Development Code

1. **Administrative Approval.** Temporary Use Permits (TUPs) shall be reviewed and approved administratively by the Community Development Director as a Type I decision, unless otherwise specified by this Code.
2. **Notice.** Public notice is not required for a Temporary Use Permit unless the Community Development Director determines that notice is warranted due to the nature, location, duration, or potential impacts of the proposed use.

### **B. Duration of Permit**

1. **Initial Term.** A Temporary Use Permit shall expire one (1) year from the date of the final administrative decision, unless a shorter duration is specified as a condition of approval.
2. **Extensions.** Prior to permit expiration, the applicant may request an extension. The Community Development Director may approve one or more extensions, each not to exceed one (1) year, upon finding that:
  - A) The use remains temporary in nature;
  - B) The use has complied with all conditions of approval;
  - C) The use has not resulted in adverse impacts to surrounding properties or the public; and
  - D) The extension will not circumvent the need for permanent land use approval.

A Temporary Use Permit shall remain valid if a timely extension request is filed, until the request is approved or denied.

### **C. Conditions and Security**

1. **Conditions of Approval.** The Community Development Director may impose reasonable conditions to ensure compatibility with surrounding uses, protect public health and safety, and ensure timely removal of temporary improvements.
2. **Security.** The Community Development Director may require the applicant to furnish a performance bond, letter of credit, or other financial security, not to exceed the cost of required improvements or removal of temporary improvements, to ensure compliance with permit conditions.

*“Annotated: This amendment modernizes the Temporary Use Permit provisions by clearly establishing TUPs as administrative approvals while retaining flexibility to require notice when warranted. It preserves the existing one-year duration standard, adds a clear and defensible extension framework, and ensures that temporary uses do not evolve into de facto permanent uses without appropriate land use review. These changes align the code with current practice, reduce unnecessary procedural burden, and provide staff with clear authority to manage temporary activities based on scale, duration, and impact.”*

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**ARTICLE 6 HISTORIC PROPERTIES**

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**6.090 Administrative Procedures**

- A. The Historic Landmarks Commission and/or Community Development Director will follow the procedural requirements set forth in Article 9 with regard to application, public notice, ~~quasi-judicial~~ public hearing procedure, appeals, action on applications, filing fees, and additional costs.
- ~~B. In the consideration of an exterior alteration, demolition or moving request, the Historic Landmarks Commission and/or Community Development Director will approve or deny the request or recommend changes in the proposal which would enable it to be approved. The property owner will be notified of the Historic Landmarks Commission's and/or Community Development Director's decision within 10 working days of the date of action. The applicant may resubmit proposals for which changes have been recommended by the Historic Landmarks Commission.~~
- ~~C. In approving an exterior alteration, demolition or moving request, the Historic Landmarks Commission and/or Community Development Director may attach conditions which are appropriate for the promotion and/or preservation of the historic or architectural integrity of the structure, appurtenance, object, site, or district. All decisions to approve, approve with conditions, or deny shall specify the basis of the decision. A decision of the Community Development Director may be appealed to the Historic Landmarks Commission. A decision of the Historic Landmarks Commission may be appealed to the City Council.~~

*(Annotated: Section B & C are redundant. Section A refers to Article 9 which address all of the requirements for CDD or Commission decisions.)*

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**ARTICLE 9**

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**9.050 FINAL ACTION ON APPLICATION FOR PERMIT OR ZONE CHANGE REQUEST**

~~The City shall take final action on an application for a permit or zone change within 120 days of the receipt of a complete application including resolution of all appeals. The 120-day period does not apply to an amendment to the Comprehensive Plan or Development Code, or the adoption of a new land use regulation. At the request of the applicant, the 120-day period may be extended for a reasonable period of time.~~ The City shall take final action on an application for a permit or zone change, including resolution of all appeals, within 120 days of receiving a complete application, as required by ORS 227.178. This timeline does not apply to legislative amendments to the Comprehensive Plan, Development Code, or adoption of new land use regulations. At the applicant's written request, the 120-day deadline may be extended for a reasonable period.

*(Annotation: This update to Section 9.050 modernizes the language for clarity and legal consistency while preserving the original intent. It explicitly references ORS 227.178 to affirm compliance with state law, streamlines the sentence structure for readability, and clearly distinguishes between quasi-judicial decisions (subject to the 120-day rule) and*

**Exhibit C – Administrative Revisions and Clarifications  
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*legislative actions (which are exempt). It also formalizes the applicant's right to request an extension in writing, supporting transparency and administrative consistency.)*

(\*\*\*)

# Exhibit D – Ordinance Working Draft

## ORDINANCE NO. 26-XX

### AN ORDINANCE AMENDING THE ASTORIA DEVELOPMENT CODE TO UPDATE SIGN REGULATIONS IN ARTICLE 8 AND MAKE RELATED ADMINISTRATIVE AND CLARIFYING AMENDMENTS TO OTHER CODE SECTIONS

#### THE CITY OF ASTORIA DOES ORDAIN AS FOLLOWS:

##### **SECTION ONE. Purpose and Findings**

The purpose of this ordinance is to adopt amendments to the Astoria Development Code (ADC) that modernize and clarify the City’s sign regulations, including the addition of hospital-specific signage standards and administrative revisions to improve consistency and enforceability.

##### **WHEREAS:**

- The City of Astoria has undertaken a legislative code amendment (Case No. A26-01) to update ADC Article 8 (Sign Regulations) and related sections, with a primary focus on accommodating institutional signage needs for Columbia Memorial Hospital and modernizing outdated provisions;
- The Planning Commission held a duly noticed public hearing on February 24, 2026, and voted to recommend that the City Council adopt the proposed amendments as set forth in Exhibits A, B, and C;
- The City provided notice of the proposed amendments to the Oregon Department of Land Conservation and Development (DLCD) at least 35 days prior to the initial public hearing in accordance with OAR 660-018-0020;
- The amendments are consistent with the applicable criteria in ADC Article 10 and the goals and policies of the Astoria Comprehensive Plan; and
- The amendments also satisfy applicable requirements of the Oregon Statewide Planning Goals and are supported by findings of fact included in the public record.

**SECTION TWO. Amendments.** The Astoria Development Code is hereby amended as follows:

1. Section 8.155 (Health Care Zone Sign Regulations) is added to Article 8 as set forth in Exhibit A, attached and incorporated herein by reference.
2. Article 8 (Sign Regulations) is amended in full as shown in Exhibit B (redline version with annotations), reflecting changes to temporary signage, wall graphics, electronic message signs, nonconforming signs, and administrative improvements.

## Exhibit D – Ordinance Working Draft

3. Additional clerical and administrative amendments to other sections of the Astoria Development Code are adopted as shown in Exhibit C, for purposes of internal consistency and improved implementation.

### SECTION THREE. Incorporation of Exhibits

The following exhibits are adopted and incorporated into this ordinance by reference:

- Exhibit A – Clean version of revised ADC Section 8.155 (Health Care Zone Sign Regulations)
- Exhibit B – Redline version of Article 8 with staff annotations
- Exhibit C – Administrative amendments to other sections of the Astoria Development Code

### SECTION FOUR. Severability

The provisions of this ordinance are severable. The invalidity of any section, clause, or provision of this ordinance shall not affect the validity of any other part, which can be given effect without the invalid part.

### SECTION FIVE. Effective Date

This ordinance shall take effect 30 days after adoption and enactment by the City Council.

ADOPTED BY THE COMMON COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2026.

APPROVED BY THE MAYOR THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2026.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Scott Spence, City Manager

ROLL CALL ON ADOPTION:      YEA                      NAY                      ABSENT

Commissioner:      Adams  
                                 Conklin  
                                 Davis  
                                 Mazzarella  
                                 Mayor Fitzpatrick