

City of Cannon Beach Agenda

Meeting:City Council Special Meeting and Work SessionDate:Tuesday, February 13, 2024Time:6:00 p.m.Location:Council Chambers, City Hall

CALL TO ORDER AND APPROVAL OF AGENDA

PUBLIC COMMENT

The Presiding Officer will call for statements from citizens regarding issues relating to the City. The Presiding Officer may limit the time permitted for presentations and may request that a spokesperson be selected for a group of persons wishing to speak.

INTRODUCTION

(1) Introduce New City Staff

PUBLIC HEARING

(2) Public hearing for ZO 23-03, CIDA Inc, Applicant, on Behalf of the City of Cannon Beach, Request for a Comprehensive Plan Amendment & Zone Change for Taxlot 41006B000200, a Partially Developed Property Adjacent to the Intersection of U.S. Highway 101 and Tolovana Mainline Road. The Property is Currently Zoned Institutional Reserve (IR) and the Request is to Change the Zoning Classification to Institutional (IN) and Consideration of Ordinance 24-01

Council will hold a hearing to consider ZO 23-03 and Ordinance 24-01.

ACTION ITEMS

(3) Lifeguard Intergovernmental Agreement for Services If Council wishes to approve the IGA, an appropriate motion is in order.

(4) Consideration of the Minutes of the

December 14	Council Retreat
December 19	Council Retreat
January 2	Council Meeting
January 9	Work Session to Discuss 11/28 Meeting
January 10	Work Session
January 16	Work Session/Special Meeting
January 30	Work Session City Hall Design Review
January 31	Joint Work Session Housing Meeting

CLOSE SPECIAL MEETING AND OPEN WORK SESSION

DISCUSSIONS

- (5) Utility Rate Study
- (6) Cannon Beach City Hall Design Review
- (7) Presentation of Cannon Beach Elementary Research Advisory Committee Recommendations for the Ne'Cus Site
- (8) Short-Term Rental Discussion
- (9) Good of the Order

ADJOURNMENT

To join from your computer, tablet or smartphone Join Zoom Meeting <u>https://zoom.us/j/99261084699?pwd=TkpjbGcxS0pCOGIMOCtSbSsxVWFMZz09</u> Meeting ID: 992 6108 4699 Password: 365593

To join from your phone: Phone: 1.669.900.6833 Meeting ID: 992 6108 4699 Password: 365593

View Our Live Stream: View our Live Stream on YouTube!

Public Comment: If you wish to provide public comment via Zoom for this meeting please use the raise your hand Zoom feature. Except for a public hearing agenda item, all Public to be Heard comments will be taken at the beginning of the meeting for both Agenda and Non-Agenda items. If you are requesting to speak during a public hearing agenda item, please indicate the specific agenda item number as your comments will be considered during the public hearing portion of the meeting when the public hearing item is considered by the Council. All written comments received by 3:00 pm the day before the meeting will be distributed to the City Council and the appropriate staff prior to the start of the meeting. These written comments will be included in the record copy of the meeting. Written comments received at the deadline will be forwarded to Council and included in the record but may not be read prior to the meeting or appear on the city's website.

Please note that agenda items may not be considered in the exact order listed. For questions about the agenda, please contact the City of Cannon Beach at (503) 436.8052. The meeting is accessible to the disabled. If you need special accommodations to attend or participate in the meeting per the Americans with Disabilities Act (ADA), please contact the City Manager at (503) 436.8050. TTY (503) 436-8097. This information can be made in alternative format as needed for persons with disabilities.

Posted: 2024.02.09





STAFF REPORT

INTRODUCE NEW CITY STAFF

Agenda Date: February 13th, 2024

Prepared by: Bruce St.Denis, City Manager

Bruce St. Denis will introduce the new Public Works Administrative Assistant Sheri Skotland and new Community Development Administrative Assistant Tessa Pfund.



CANNON BEACH CITY COUNCIL

STAFF REPORT

ZO 23-03, CIDA INC, APPLICANT, ON BEHALF OF THE CITY OF CANNON BEACH, REQUEST FOR A COMPREHENSIVE PLAN AMENDMENT & ZONE CHANGE FOR TAXLOT 41006B000200, A PARTIALLY DEVELOPED PROPERTY ADJACENT TO THE INTERSECTION OF U.S. HIGHWAY 101 AND TOLOVANA MAINLINE ROAD. THE PROPERTY IS CURRENTLY ZONED INSTITUTIONAL RESERVE (IR) AND THE REQUEST IS TO CHANGE THE ZONING CLASSIFICATION TO INSTITUTIONAL (IN). ZO 23-03

Agenda Date: February 13, 2024

Prepared by: Steve Sokolowski Community Development Director

BACKGROUND

CIDA, on behalf of the City of Cannon Beach, is requesting a comprehensive plan amendment and zone change for Taxlot 41006B000200 (subject property) adjacent to the intersection of U.S. Highway 101 and Tolovana Mainline Road. The parcel was acquired by the City as part of the purchase of the larger South Wind site in 2013 and its zoning classification is Institutional Reserve (IR). Adjacent properties on the east side of Highway 101 include the two (2) other City owned taxlots that comprise the Southwind site and one approximately 0.5 acre taxlot owned by L&C Tree Farms LLC. The City owned properties are within city limits and are undeveloped with the exception of an emergency services cache site located on the subject property.

After acquiring the property the South Wind Master Plan was finalized in December 2014. This plan detailed current conditions and outlined potential development as well as roads and utility access. This plan states that the City intends to use the site for critical and essential facilities and services because the property is largely above the reach of the largest predicted tsunami. Potential uses detailed in the plan include a police station, fire station, emergency operations center, day care facilities, a medical clinic, food bank, and any replacement for the former Cannon Beach Elementary School.

The purpose of this application is to change the zoning classification of the subject property from Institutional Reserve (IR) to Institutional (IN) for the purpose of constructing a new police station and emeregency operations center on that site. The current zoning classification allows for a range of forestry operations and miscelaneous activities as permitted or conditional uses, but it does not allow for any significant level of developent. The proposed zoning classification allows for community buildings, such as a police station, which is a use permitted outright.

PLANNING COMMISSION'S FINDINGS AND RECOMMENDATION

During its January 17, 2024 consideration of the proposed comprehensive plan amendment and zone change, the Planning Commission found that the subject property's land use planning framework is detailed in the South Wind Master Plan which was developed in response to the unique nature of the site and the City's intention to use the property for publicly beneficial purposes at the time of acquisition and annexation into the City.

In its deliberations, the Commission found that two zoning classifications allow for community oriented or government buildings. The proposed Institutional (IN) zoning classification allows for "community buildings and areas which provide for educational and cultural activities" (CBMC 17.36.020.B). The General Commercial (C2) zone permits "government buildings and maintenance shops" as a use permitted outright (CBMC 17.24.020.C). While the C2 zoning classification provides for government buildings, the proposed use is found to be more consistent with a "community building" and the proposed Institutional (IN) zoning classification is more consistent with the goals and objectives South Wind Master Plan as it will permit development that is beneficial to the community at large without providing an opportunity for commercial development inconsistent with the Master Plan.

During the January 17, 2024, hearing, the Planning Commission recommended that the City Council approve the proposed Comprehensive Plan Map Amendment and zone change from Institutional Reserve (IR) to Institutional (IN), (ZO 23-03).

The applicable criteria are detailed below:

17.86.070 Criteria

Before an amendment to a zone boundary is approved, findings will be made that the following criteria are satisfied:

- 1. The amendment is consistent with the comprehensive plan;
- 2. The amendment will either:
 - a. Satisfy land use and water use needs, or
 - b. Meet transportation demands, or
 - c. Provide community facilities and services;
- 3. The land is physically suitable for the uses to be allowed, in terms of slope, geologic stability, flood hazard and other relevant considerations;
- 4. Resources lands, such as wetlands are protected;
- 5. The amendment is compatible with the land use development pattern in the vicinity of the request.

The peritent criteria to be considered are found in CMBC 17.86.070(B) – Ammendments, Criteria.

- B. Before an amendment to a zone boundary is approved, findings will be made that the following criteria are satisfied:
 - 1. The amendment is consistent with the comprehensive plan;

Staff Comment: The subject property's land use planning framework is detailed in the South Wind Master Plan which was developed in response to the unique nature of the site and its intended purposes at the time of acquisition and annexation into the City. This plan mandates that the property be used

by the City for municipal or other community buildings that serve a public purpose, a requirement which the intended development is consistent with.

The Tolovana Park Policies of the Comprehensive Plan state that the Tolovana Park neighborhood remain primarily residential in nature. This neighborhood is separated from the subject property by U.S. Highway 101. The proposed police station has no apparent inconsistencies with the primarily residential nature of the neighborhood to the west and no additional development is planned or anticipated in conjunction with the new police station project.

Due to current and anticipated future levels of tourism, there is significant pressure placed on the City's police department. The new station will increase the ability of the department to provide more efficient and effective services to residents and visitors.

- 2. The amendment will either:
 - a. Satisfy land and water use needs, or
 - b. Meet transportation demands, or
 - c. Provide community facilities and services;

Staff Comment: The amendment will allow for the provision of community facilities and services through the construction of a new police station and retention of and possible future improvements to the existing cache site managed by the City's Emergency Services program.

The City has long considered this property for the development of new essential facilities above the tsunami inundation line. The City's goal for the Police Station project is to develop a structure that will facilitate the department's ability to provide day to day services, while being constructed to remain operational following a seismic or tsunami event. The proposed Emergency Operations Center will be designed to function as an epicenter during all phases of resiliency efforts. The requested zone change will allow the development of the Police Station and Emergency Operation Center to be constructed out of the tsunami inundation zone.

During the site selection process, the city evaluated the current Gower Street location and determined it to be unsuitable for the placement of emergency infrastructure as it does not comply with new statutory requirements regarding identified tsunami inundation potential.

There is an adequate level of sewer and water system capacity available to accommodate the projected development of the area and such capacity can be made available in a timely manner. Some infrastructure improvements such as roads and electrical services currently exist at the site and can be easily upgraded; other infrastructure such as water, sewer, and stormwater services can readily be extended to the site.

3. The land is physically suitable for the uses to be allowed, in terms of slope, geologic stability, flood hazard and other relevant considerations;

Staff Comment: Oregon House Bill 2605, which became effective on January 1, 2022, requires newly constructed structures that are designated as "essential facilities," which includes police stations,

emergency vehicle garages, and designated emergency preparedness and operation facilities required for emergency response to be located outside of delineated tsunami inundation zones. Due to the nature of the topography in the Cannon Beach area, there are limited opportunities for such development that avoids tsunami inundation areas, the subject property being one of them.

4. Resource lands, such as wetlands are protected;

Staff Comment: The subject property generally and site proposed for the new police station specifically do not have any identified wetlands or stream corridors present on them and there are no trees that would need to be removed to accommodate the planned development. The South Wind Master Plan does call for development to be placed in an area on Taxlot 41006B000100 that was cleared through timber harvest approximately 10 years ago, however placement in this location would require development of new infrastructure, access roads, vegetative clearing, and likely the placement of fill or other terrain altering activities prior to the start of work. Additionally, placement of the new police station on the subject property increases its visibility and accessibility compared to the location on the Master Plan.

5. The amendment is compatible with the land use development pattern in the vicinity of the request.

Staff Comment: The proposed police station has no apparent inconsistencies with the primarily residential nature of the Tolovana Park neighborhood on the opposite side of U.S. Highway 101 and no additional development is planned or anticipated in conjunction with the new police station project. The Police Station is a low intensity use and will have minimal impact on adjacent property users.

The South Winds Master Plan mandates that the property be used by the City for municipal or other community buildings that serve a public purpose.

The proposed Emergency Operations Center will function as an epicenter during all phases of resiliency efforts. The requested zone change will allow the development of the Police Station and Emergency Operation Center to be constructed out of the tsunami inundation zone. This police and emergency operations location will provide Cannon Beach residents, businesses, and visitors with the best emergency services possible if a tragic event is to occur.

RECOMMENDATION

The Plan Commission reccomends that the City Council find the proposed zone change consistent with applicable comprehensive plan policies, criteria in the City's zoning ordinance, and statewide planning goads and recommend approval of the proposed zone change, Ordiance 24-01 as included in attachment B.

LIST OF ATTACHMENTS

A. Ordinance 24-01

B. Findings of Fact and Conclusions of Law from the Planning Commission's hearing of Comprehensive Plan Amendment and Zone Change, ZO #23-03.

BEFORE THE COMMON COUNCIL OF CANNON BEACH

ZO 23-03, City of Cannon Beach Request for a) Comprehensive Plan Map Amendment and Zone Change for Tax Lot 41006B000200, a Partially Developed Property) Adjacent to the Intersection of U.S. Highway 101 and) Tolovana Mainline Road from Institutional Reserve (IR) to) Institutional (IN) ORDINANCE NO. 24-01

WHEREAS, the purpose of the Cannon Beach Comprehensive Plan is to control and promote development which is most desirable to the majority of the residents and property owners of the City; and

WHEREAS, the Cannon Beach Comprehensive Plan is intended to be a statement of the people of the community concerning their desires for future development. As such, it has been developed in an open, well-publicized process; and

Whereas, the Cannon Beach Comprehensive Plan states the Tolovana Park area of Cannon Beach shall remain primarily residential, and the proposed police station has no inconsistencies with the primarily residential nature of the Tolovana Park neighborhood on the opposite side of U.S. Highway 101; and

WHEREAS, the Cannon Beach Comprehensive Plan states that due to current and anticipated future levels of tourism, there is a significant pressure placed on the City's police department and a new station will increase the ability of the department to provide more efficient and effective services to residents and visitors; and

WHERAS, the Cannon Beach South Winds Master Plan states that the City has long considered this property for development of new essential facilities above the tsunami inundation line and the requested comprehensive plan map amendment and zone change will allow the development of the Police Station and Emergency Operation Center to be constructed out of the tsunami inundation zone; and

WHEREAS, development throughout the City shall be based on the capability of the land in terms of its slope, potential for geologic hazard and drainage characteristics; and

WHERAS, the public hearing on the above-entitled matter was opened and closed before the Planning Commission on 01/17/24 meeting and recommended to the City Council that the comprehensive map amendment and zone change be approved; and

WHEREAS, the public hearing on the above-entitled matter was opened and closed before the City Council at the 02/13/24 meeting and the City Council rendered a final decision to approve the comprehensive map amendment and zone change.

NOW, THEREFORE, THE CITY OF CANNON BEACH ORDAINS AS FOLLOWS:

Section 1. The Comprehensive Plan Map and Zoning Map for the City of Cannon Beach is amended by rezoning tax lot 41006B000200, a partially developed property adjacent to the intersection of U.S. Highway 101 and Tolovana Mainline Road, from zoning classification Institutional Reserve (IR) classification to zoning classification Institutional (IN).

Section 2. The Findings of Fact and Conclusions of Law attached to this Ordinance as Exhibit A are adopted in support of this decision.

ADOPTED by the Common Council of the City of Cannon Beach this 13 day of February 2024, by the following roll call vote:

YEAS: NAYS: EXCUSED:

Barb Knop, Mayor

Attest:

Approved as to Form

Bruce St. Denis, City Manager

Ashley Driscoll, City Attorney



CANNON BEACH COMMUNITY DEVELOPMENT 163 E. GOWER ST. PO Box 368 CANNON BEACH, OR 97110

Cannon Beach Planning Commission

Findings of Fact and Conclusions of Law

PUBLIC HEARING AND CONSIDERATION OF ZO 23-03, CIDA INC, APPLICANT, ON BEHALF OF THE CITY OF CANNON BEACH, REQUEST FOR A COMPREHENSIVE PLAN AMENDMENT & ZONE CHANGE FOR TAXLOT 41006B000200, A PARTIALLY DEVELOPED PROPERTY ADJACENT TO THE INTERSECTION OF U.S. HIGHWAY 101 AND TOLOVANA MAINLINE RD. THE PROPERTY IS CURRENTLY ZONED INSTITUTIONAL RESERVE (IR) AND THE REQUEST IS TO CHANGE THE ZONING CLASSIFICATION TO INSTITUTIONAL (IN).

Agenda Date: December 19, 2023 Rescheduled to January 17, 2024

Exhibits

The following Exhibits are attached hereto as referenced. All application documents were received at the Cannon Beach Community Development office on October 25, 2023 unless otherwise noted.

"A" Exhibits – Application Materials

A-1 Comprehensive Plan Amendment and Zone Change Application;

"C" Exhibits – Cannon Beach Supplements

- C-1 ZO#23-03 Completeness determination, October 27, 2023;
- C-2 Oregon DLCD Post Adoption Plan Amendment (PAPA) memo, October 27, 2023
- C-3 South Wind Master Plan, December 17, 2014
- C-4 Preliminary Police Department Schematics, November 6, 2023

Summary & Background

CIDA, on behalf of the City of Cannon Beach, is requesting a comprehensive plan amendment and zone change for Taxlot 41006B000200 (subject property) adjacent to the intersection of U.S. Highway 101 and Tolovana Mainline Rd. The parcel was acquired by the City as part of the purchase of the larger South Wind site in 2013 and its zoning classification is Institutional Reserve (IR). Adjacent properties on the east side of Highway 101 include the two other City owned taxlots that comprise the Southwind site and one approximately 0.5 acre taxlot owned by L&C Tree Farms LLC. The City owned properties are within city limits and are undeveloped with the exception of an emergency services cache site located on the subject property.

After acquiring the proeprty the South Wind Master Plan was finalized in December 2014. This plan detailed current conditions and outlined potential development as well as roads and utility access. This plan states that the City intends to use the site for critical and essential facilities and services because the property is largely above the reach of the largest predicted tsunami. Potential uses detailed in the plan include a police station, fire station,

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emergency operations center, day care facilities, a medical clinic, food bank, and any replacement for the former Cannon Beach Elementary School.

The purpose of this application is to change the zoning classification of the subject property from Institutional Reserve (IR) to Institutional (IN) for the purpose of constructing a new police station and emeregency operations center on that site. The current zoning classification allows for a range of forestry operations and miscelaneous activities as permitted or conditional uses, but it does not allow for any significant level of developent. The proposed zoning classification allows for community buidings as a use permitted outright.

Findings

The Planning Commission finds that the subject property's land use planning framework is detailed in the South Wind Master Plan which was developed in response to the unique nature of the site and its intended purposes at the time of acquisition and annexation into the City. This plan mandates that the property be used by the City for municipal or other community buildings that serve a public purpose.

The portion of the subject property intended to be used for the police station is located outside of Oregon DOGAMI modeled tsunami inundation areas which is required by Oregon House Bill 2605. The applicant has worked with ODOT to ensure that the existing access to the subject property can be maintained and safely used for its intended purpose.

The Commission finds that the proposed Institutional (IN) zoning classification allows for "community buildings and areas which provide for educational and cultural activities" (CBMC 17.36.020.B). The General Commercial (C2) zone permits "government buildings and maintenance shops" as a use permitted outright (CBMC 17.24.020.C). While the C2 zoning classification explicitly provide for government buildings, the proposed use is found to be consistent with a "community building" and the proposed IN zoning classification is more consistent with the South Wind Master Plan as it will permit development that is beneficial to the community at large without providing an opportunity for commercial development inconsistent with the Master Plan.

Motion

Based on a motion by Commissioner Moritz, seconded by Commissioner Bates, the Cannon Beach Planning Commission moves to recommend the proposed Comprehensive Plan map amdendment and zone change, ZO 23-03, to the City Council.



15895 SW 72ND AVE SUITE 200 PORTLAND, OR 97224 PHONE: 503.226.1285 FAX: 503.226.1670 INFO@CIDAINC.COM WWW.CIDAINC.COM

AMENDMENT TO THE ZONING ORDINANCE / COMPREHENSIVE PLAN MAP FOR:

CANNON BEACH POLICE STATION

ARCHITECTURE

ENGINEERING

PLANNING

INTERIORS

October 2023

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APPENDIX

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$\begin{array}{c} \begin{array}{c} \text{Attachment B} \\ \text{City of } C \text{Annon } B \text{Each} \end{array}$

AMENDMENT TO THE ZONING ORDINANCE/COMPREHENSIVE PLAN MAP

Please fill out this form completely. Please type or print.

Applicant Name:	Leslie Jones		
Email Address:	lesliej@cidainc.com		
Mailing Address:	15895 SW 72nd Avenue, Suite 200		
	Portland, Oregon 97224		
Telephone:	(503) 226-1285		
Property-Owner Name: <u>City of Cannon Beach</u>			
Mailing Address:	(if other than applicant) 163 E. Gower Street		
	Cannon Beach, Oregon 97110		
Telephone:	(503) 436-1581		
Property Location: 81389 N Hwy 101			
(street address)			
IVIAP NO.: 4.10.0			

AMENDMENT TO THE ZONING ORDINANCE/COMPREHENSIVE PLAN MAP REQUEST:

See responses below and attachment for additional information.

1. Description of the proposal.

The City of Cannon Beach is seeking a zone change in support of the City Council decision on June 13, 2023 to locate the new Police Station on the current Tolovana Cache Site. The site is currently zoned as (IR) Institutional Reserve. We are proposing a rezone to (IN) Institutional Zone.

- 2. Justification for the map change. Explain how the request meets each of the following criteria.
 - The amendment is consistent with the Comprehensive Plan.
 The proposed amendment is <u>consistent with the Comprehensive Plan</u> including its general development policies and alignment with the social values and physical form that is outlined in the plan.
 - b. The amendment will either: (1) satisfy land and water use needs, (2) meet transportation demands, or (3) provide community facilities and services.
 As the proposed location for the the new Police Station and Emergency Operations Center, this amendment to the comprehensive plan map will provide community facilities and services.
 - PO Box 368 Cannon Beach, Oregon 97110 (503) 436-8042 TTY (503) 436-8097 FAX (503) 436-2050 www.ci.cannon-beach.or.us • planning@ci.cannon-beach.or.us

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- c. The land is physically suitable for the uses to be allowed, in terms of slope, geologic stability, flood hazard and other relevant considerations.
 The proposed site is <u>outside of the tsunami inundation zone</u> and has been evaluated by a geotechnical engineer to confirm it <u>suitability in terms of geological stability</u>.
- Resource lands, such as wetlands are protected.
 The proposed site is <u>not an affected tax lot per the City of Cannon Beach Local Wetland</u> Inventory Map.
- e. The amendment is compatible with the land use development pattern in the vicinity of the request.

The proposed site has a current land use classification of <u>CG (Civic Governmental)</u>. This is compatible with the proposed use of a Police Station and Emergency Operations Center.

Use extra sheets, if necessary, for answering the above questions.

Fee: \$1,500.00

	$\langle \rangle$		
Applicant Signature:	1 th	Date:	10/25/2023
	<u> </u>		
Property Owner Signature:		Date:	

If the applicant is other than the owner, the owner hereby grants permission for the applicant to act on his/her behalf. Please attach the name, address, phone number, and signature of any additional property owners. As Property Owner, my signature or an authorized applicant's signature, allows any duly authorized employee of the City to enter upon all properties affected by this permit for the purpose of follow-up inspection, observation, or measurement.

For Staff Use Only:

Received on:	By:	
Fee Paid:	Receipt No.:	
(Last revised March 2021)		





15895 SW 72ND AVE SUITE 200 PORTLAND, OR 97224 PHONE: 503.226.1285 FAX: 503.226.1670 INFO@CIDAINC.COM WWW.CIDAINC.COM

APPENDIX

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SUPPLEMENTAL INFORMATION IN SUPPORT OF THE APPLICATION FOR AMENDMENT TO THE ZONING ORDINANCE / COMPREHENSIVE PLAN MAP

1. Description of the proposal.

The City is seeking a zone change in support of the City Council decision on June 13, 2023 to locate the new Police Station on the Tolovana Cache Site. The site is currently zoned as (IR) Institutional Reserve. We are proposing a rezone to (IN) Institutional Zone.

2. Justification for the map change. Explain how the request meets each of the following criteria.

a. The amendment is consistent with the Comprehensive Plan.

• The proposed amendment is <u>consistent with the Comprehensive Plan</u> including its general development policies and alignment with the social values and physical form that is outlined in the plan.

The comprehensive Plan states that due to the increasing number of tourists that visit the Cannon Beach area, there is an increasing pressure placed on the City police force. The new Police Station will increase the ability of the Police Department to provide more efficient and effective services to citizens and visitors.

The subject Tolovana Cache Site is included in the area known as SouthWind and its proposed uses are addressed in the SouthWind Master Plan, dated December 17, 2014. From the Master Plan:

"SouthWind consists of about 58.3 acres located east of Highway 101 and south of the Haystack Heights neighborhood. SouthWind is made up of two parcels. A 55-acre tract was acquired by the City from Campbell Global in 2013. A 3.3-acre parcel was acquired by the City from Clatsop County in 1990".

The proposed zone change is limited to the 3.3-acre parcel. No changes or development are currently proposed for the larger 55-acre tract.

According to the Master Plan, the City should facilitate the location of new essential facilities above the tsunami inundation line. The Plan states the City's intent to use the SouthWind site for critical and essential facilities and services because the property includes developable areas above the reach of the largest predicted tsunami. The police station, fire station, day care facilities, a medical clinic, and the now closed Cannon Beach Elementary School are all within the tsunami inundation zone at their current locations. At the time of the Master Plan, the City wished to facilitate the relocation of the following buildings/facilities on the SouthWind site: Police station, Fire station, School, Child care/preschool, Food bank, and Emergency shelter/emergency operations center. The City estimated that space needs for the Police Department, including site development, would be slightly less than onehalf acre.

The requested zone change will allow the development of the Police Station and Emergency Operation Center – currently operating out of the City Hall – to be constructed out of the tsunami inundation zone as proposed in the Master Plan.

- b. The amendment will either: (1) satisfy land and water use needs, (2) meet transportation demands, or (3) provide community facilities and services.
 - As the proposed location for the new Police Station and Emergency Operations Center, this amendment to the comprehensive plan map will **provide community facilities and services**.

The City's goal for the Police Station project is to develop a structure that will facilitate the department's ability to provide exceptional day to day municipal services, while being constructed to remain operational following a seismic or tsunami event. The proposed Emergency Operations Center will be designed to function as an epicenter during all phases of resiliency efforts.

While the City had previously planned to rebuild the Police Department at the current location, recent legislative changes mandate that essential facilities, such as police stations, be located above the inundation elevation of the Maximum Considered Tsunami (roughly equivalent to a Cascadia 9.0 tsunami event). In order to meet current requirements and provide additional safety and emergency resources, the Police Station is currently proposed on the Tolovana Cache site – a City owned property that meets state mandated elevation criteria.

At this site, there is an adequate level of sewer and water system capacity available to accommodate the proposed development and capacity can be made available in a timely manner.

City utilities and roads either serve or can be extended to serve the area. Transportation demands are currently being coordinated with ODOT in conjunction with a Traffic Impact Analysis by Red Plains, Engineering. The project team is working with ODOT and Nuveen (formerly Greenwood Timber) to coordinate shared access from Hwy 101. Preliminary information indicates that access may be feasible without widening the existing highway. The final design will be developed in conjunction with ODOT permitting and safety considerations.

- c. The land is physically suitable for the uses to be allowed, in terms of slope, geologic stability, flood hazard and other relevant considerations.
 - The proposed site is outside of the tsunami inundation zone and has been evaluated by a geotechnical engineer to confirm it suitability in terms of geological stability.

When the Master Plan for the larger SouthWind site was prepared, The Horning Geoscience report evaluated three potential development sites on the property which are referred to as the North, Central, and South sites. The Police Station is planned to be constructed adjacent to the "South" site on the site often referred to as the Cache site.

The report concludes that these three (3) areas are potentially developable, assuming appropriate geotechnical engineering measures are taken. The report did not rule out development on other parts of the site given appropriate engineering solutions to the site's geological limitations. According to the report, the City will require a site-specific geologic hazard study for each building, for road construction, and for any grading or filling on the SouthWind site.

The Police Station development on the Cache site has been reviewed for the potential landslide risk that was described in the Horning report. As part of that study, inclinometers were installed in December of 2018. A recent reading of the equipment indicated "no horizontal movement of the ground surface has occurred." According to the recent findings, "the Cache Site may not be an 'active'

landslide subject to continuous creep-like static movements." The memo, dated 05/18/2023, is attached to this application for reference.

The City has additionally commissioned a new geotechnical report, specific to the Cache Site, to coordinate the foundation design with soil conditions and site-specific risk factors. The current report, dated 10/09/2023, is also attached to this application for reference.

d. Resource lands, such as wetlands are protected.

• The proposed site is not an affected tax lot per the City of Cannon Beach Local Wetland Inventory map, and the location preserves forested resource areas.

The SouthWind Master Plan, dated December 17, 2014, states:

"Developed facilities on the SouthWind site should be clustered in the area shown in the master plan to preserve the largest possible forested area, and to avoid conflicts with adjoining land uses".

By developing on the Cache site, forested resource areas are preserved.

- e. The amendment is compatible with the land use development pattern in the vicinity of the request.
 - The proposed site has a current land use classification of CG (Civic Governmental). This is compatible with the proposed use of a Police Station and Emergency Operations Center.

The selected site is appropriate for the proposed use. The location allows quick access via Hwy 101 to all areas of the City and maintains distance from residential development. Additional history and benefits as an Emergency Operations Center follow:

The current City Hall/Police Station facility started its life 70 years ago as a lumber yard and has been modified over the years to house a City Hall and Police Station. During initial construction or in subsequent modifications there has been no obvious attempt to incorporate any structural elements that would make it even minimally resistant to a small to medium earthquake or tsunami event.

After a significant natural event, residents will expect, even demand, enhanced performance from staff to manage search and rescue, street clearing, debris removal, and utility restoration to improve conditions to the point that our residents and businesses will be able to start to rebuild their homes and businesses.

Given the structural condition of the current building, the existing facility may offer little to no support in such efforts. Equipment located in the current City Hall/Police Station building, such as emergency response equipment, communications technology or communications gear may become inaccessible or unusable at the time of the event.

Most modern buildings of which we are all familiar (commercial, schools) are constructed to withstand the effects of an earthquake long enough to allow occupants to be able to exit safely. They are not required to be designed to be usable after the event.

The Police Station will be an emergency facility designed and constructed to provide both protection for occupants within the structure during an event and to be functional immediately afterwards to

provide and coordinate emergency operations and recovery operations. A well-constructed City Police Station will be an investment for and by the residents and businesses to have the City Staff in the best positions to assist, protect, and help them rebuild their lives in the event of a disaster.

Additional Background & Summary:

In 2018, the City commissioned an Architectural and Engineering firm to do a study to review the conditions of the existing building. They found that many of the bearing walls were made from hollow block (possibly Terra Cotta). These walls have a very low likelihood of withstanding even a moderate earthquake or tsunami. The following is a quote from that report. - "It is the opinion of the Tolovana Architect and our consultants that the useful life of the current City Hall building has been realized. Since it was constructed for the storage and sale of building materials, the construction techniques employed were not meant for a higher occupant load or increased structural capacities of a public building. When considering the many phases of expansion over its history, the building is simply not able to be remodeled in an economic manner as compared to constructing a new facility."

Based on evaluation of existing conditions, the Police Department needs a new home. The following are benefits of locating the building as proposed on the Tolovana Cache site:

- The structure will be constructed to facilitate a quick transition from offices to an emergency management facility.
- Back-up power and communication systems will be built in and protected within the facility -PD will be able to coordinate and assist in search and rescue as well as other public safety issues as they arise.
- The Police Department portion of the facility will also be hosting at least 50 police officers from numerous jurisdictions and will be the City agency that will be getting most of the inquiries in the first few days after an event.

Here are some of the risks that we accept if we do not build a new, relocated Police Station:

- Information or equipment such as computers, police gear, PW equipment, paper copies of utility system plans, or equipment meant for, or that would be used in responding or managing the crisis, may be lost.
- There will be limited redundancy in the overall City emergency management plan.
- Citizens will lose the opportunity to have a reliable location outside of the tsunami inundation zone to seek help or information.
- City staff will have more limited options for safe locations from which to work and coordinate outside resources as they respond to an event.
- City staff's ability to effectively manage the influx and efforts of heavy equipment companies, search and rescue personnel, first responders, utility contractors, debris management companies, mass care providers, and volunteers could be significantly hampered.

A well-constructed Police Station will be an investment for and by the residents and businesses to have the City Staff in the best positions to assist, protect and help them rebuild their lives in the event of a disaster.

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SUPPLEMENTAL APPLICATION INFORMATION
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CITY OF CANNON BEACH LAND USE CLASSIFICATION MAP



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D	TRAFFIC IMACT ANALYSIS



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REPORT OF GEOTECHNICAL ENGINEERING SERVICES

Cannon Beach Cache Site Police Project Cannon Beach, Oregon

Geotech Solutions Inc.

October 9, 2023

GSI Project: cannon-22-4-gi

October 9, 2023

cannon-22-4-gi

City of Cannon Beach stdenis@ci.cannon-beach.or.us; rbarrett@ci.cannon-beach.or.us

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REPORT OF GEOTECHNICAL ENGINEERING SERVICES Cache Site Police Station Cannon Beach, Oregon

As authorized, herein we present our report of geotechnical engineering services for the proposed Cache Site Police Facility in Cannon Beach, Oregon. A roughly 5,300 square foot single story wood framed structure is planned, with associated pavements and utilities. We previously provided consultation on this site for storage projects in 2013. Recently we were provided preliminary geotechnical and geological reports by others that included the "Southwind" project abutting this site, as well as instrumentation monitoring of ground water and subsurface movement, and have used this as background for our work. From that previous work, seismic landslide induced deformations were expected, and geotechnical analyses and recommendations were needed for building design performance by others. That performance is expected to include having the building life safe and functional after a CSZ design level earthquake, albeit with some level of damage. The overall purpose of our work was to complete project specific site explorations and analyses to provide recommendations for building design. As an essential facility, our work also included site specific evaluation of seismic hazards including seismic stability for the proposed building support design compatible with the complexity of the project. Specifically, our scope included the following:

- Provide principal level geotechnical project management including a site reconnaissance, review of provided information, client communications, and review of analyses, reports, and standard format invoicing.
- > Review previous reports, geologic maps, and vicinity geotechnical information as indicators of subsurface conditions.
- > Complete a site reconnaissance and mark the exploration locations.
- Complete one-call utility locates and subcontract a private locator. Utilities that cannot be located (i.e., plastic, non-ferric, no tracer wire, etc.) are the responsibility of the owner and may be damaged if not marked. Damage to these and exploration locations, and surface repair of any kind, other than backfilling and any asphalt patching of explorations, is not a part of this scope.
- > Explore subsurface conditions by advancing two mud rotary drilled borings to depths of up to 100 feet or refusal or 20 feet into basalt, and 3 test pits with an excavator to depths of up to 10 feet or refusal.
- > Maintain a detailed log of the explorations and obtain samples at intervals and make observations for evidence of ground water.
- > Complete laboratory testing to aid in soil classification.
- > Evaluate site specific seismic hazards: including tsunami, fault rupture, and complete detailed liquefaction analyses of site soils, and estimate liquefaction induced deformations and provide qualitative means to reduce deformations as needed.
- > Complete static and dynamic slope stability analyses in a 2D cross section of the site from the borings and previous adjacent work, including the overall site and means to reduce hazards.
- > If feasible, provide recommendations for new shallow reinforced mat foundation or grade beam

support, including possible reinforced subgrade, and criteria and forces for resistance to lateral loads and movement, as well as settlement from static loads, site preparation and base rock, and foundation drainage.

- > Provide shear pile analyses for one pile type to reduce deformations, including pile size, type and spacing, estimated embedment and possible use outside the building footprint.
- Provide recommendations for site grading, including earthwork vertical extent limitations regarding stability, wet season grading criteria, surface soil stabilization for pavements, and utility backfill materials and compaction.
- > Provide recommendations for site pavement thicknesses and materials.
- > Provide a PE/GE stamped written report summarizing the results of our geotechnical evaluation.

SITE OBSERVATIONS AND CONDITIONS

Surface Conditions

The site consists of gently- to moderately sloping terrain, with extensive past filling and earthwork associated with the gravel loop road and levelling/site grading in the proposed building area. A buried, culverted drainage is present under the fills presumed running east-west across the center-north of the parcel with the culvert outlet near the north drive at the Highway. A storage building and containers are present in the east central portion of the parcel northwest of the drainage ravine and culvert inlet. The drainage ravine may have been created from filling west of it, and now routes to the west-southwest toward the Tolovana Mainline Road intersection. No significant foundation cracking or distortion of the storage building was noted during our site work. Mike McEwan of McEwan Excavating recalled historical filling and described mixed fill materials with predominantly organic soils and topsoil fill to the north side of the loop road, and inorganic soils within the loop including some concrete rubble.

Aerial photos of the site were obtained from the Corps of Engineers, City of Cannon Beach archives, and Google Earth historical photos. Photos were reviewed for grading and surface changes to the degree possible by the generally low resolution and are attached to this report. Features included the following:

1939 - The site is forested with what appear to be mature conifers, and the central drainage is unfilled. Highway 101 is not present, and Hemlock Street is present but appears unpaved.

1962 - The site area has been cleared and the central drainage is present and appears to be culverted under Highway 101 which is also present. The Loop road is present further north than the 2013 alignment.

1977 - Some regrowth of brush is present on the site, with additional filling near Highway 101 and over the west end of the ravine.

1994 - Extensive additional fill is evident over the ravine area, and the ravine is not evident in the cleared area. The northernmost loop road is overgrown with brush and a new northern loop road is evident further south. Possible fill tiers are present.

2001 - The site fills have low vegetation present over them, with some active filling of the lower south loop road near the highway.

2012 - The storage shed is present, and new fills are evident in the center of the loop road.

Subsurface Conditions

Geologic maps indicate the site is within marine terrace deposits of silt and clay (City of Cannon Beach Geological mapping, DOGAMI Bulletin 74, DOGAMI ODGC-7). These maps indicate this unit is underlain at depth by sedimentary rock of the Astoria Formation with Columbia River basalt present to the southeast. Bulletin 74 indicates that the Astoria Formation mapped to the east northeast is part of landslide terrain and this parcel appears to be within that or at the southern margin. The city mapping does not indicate that the site is in active landslide terrain, nor does Oregon SLIDO. Inclinometer readings over a period of 3 years in B-3 by others just east of the site boundary indicated no movement from 2020-2023, and the Southwind preliminary report states that the slide is not considered active. Personal communications and mapping with/by Tom Horning of Horning Geosciences (excerpt attached) from work on the Southwind site indicate the site as marine terrace south of an incised drainage, with bedrock Astoria Formation contact generally at elevations higher than 120 feet east and south of the site, and outcropping basalt in ridges further southeast. The isolated "mound" feature above the site on the City access road may be a slide feature as a test pit by Horning in that area described conditions as possible basaltic colluvium. We observed a basalt outcrop at elevations below roughly 200 feet east-southeast of the site east of the incised drainage that appeared massive and may represent a slide block or a thick intrusive body/sill.

To evaluate site specific soil conditions, we advancing three test pits to depths of up to 15 feet with an excavator, and 2 borings to depths of up to 100 feet at the approximate locations shown on the attached **Site Plan**. A previous boring by others in work for the Southwind site was advanced to a depth of 150 feet at the "B-3 by others" location just off site to the east as shown on the **Site Plan**, and a well log from the T-Mobile site uphill to the southeast that encountered siltstone was also reviewed. 5 test pits were also reviewed from our 2013 report on the site for storage.

The subsurface consisted of several units of soil and rock. These generally included from the surface down; fill, younger terrace landslide deposits, older non-landslide terrace deposits, siltstone (where present), and basalt. These units are described in the following sections, with strength and other parameters of each unit used in our stability analyses summarized in the attached stability sections.

Fill - Fill content varied widely in both the current and previous 2013 test pits. Materials in previous test pits north of the loop road included very soft organic silt with debris to depths of 7 to 9 feet overlying a 2-foot-thick layer of crushed rock fill in one test pit, with a layer of buried original rooty organic topsoil beneath both. Fill in our current explorations extended to depths of roughly 10-11 feet, and consisted of variable fine sand, silt, gravel, occasional concrete, asphalt, and boulders and scattered trace organics. Blow counts (N₈₅ autohammer) in the fill ranged from 5-24, with moisture contents of 13-37% in current test pits, and up to 94% where organic in previous northern test pits. Minor to moderate caving was common the test pits. Despite the medium stiff or better condition, this fill is inconsistent and undocumented and not have the reliable properties of structural fill. Previous explorations north of the loop road encountered that fill as including organics, and Mike McEwan stated after topsoil loads were routed to fill in that location.

Upper Terrace Silt/Ancient Slide Deposit - Beneath the fill and topsoil, soils consisted of very soft to stiff generally gray silt with variable sand and clay content and variable wood debris that extended to depths of 43 to 48 feet in our borings, and 33 feet in the B-3 boring by others to the east. The blow counts ranged from 0-22 with most below 10 and many of 5 or less, and generally softer more variable structure in the lower 10-20 feet. Plasticity ranged from non-plastic to moderately plastic where clay content was higher. Moisture contents ranged from 29-197%, the higher readings correlating to organics. Previous strength testing in the soil by others and in our experience indicate a static phi angle of 10-15 degrees in the softer zones of this unit. The strength is considered higher in cyclic loading related to the number of loading cycles which are high for CSZ interface earthquakes. Carbon dating by others of the wood debris in the upper terrace indicated the wood was growing roughly 20-40 thousand years ago. Much of the wood observed in this unit was still relatively fresh and undecayed in our samples.

Lower Terrace - This unit was present under the upper terrace in both of our borings and extended to a depth of 58 feet in B-1 to the east and 82 feet in B-1 to the west. The unit includes an undisturbed sedimentary structure of silt to sandy silt with variable fine organic content and is inferred as not landslide deposited. The unit was generally stiff with blow counts of 8-15 with two exceptions. The upper few feet in B-1 was very soft with trace fine sand and organics (which could represent old topsoil). The lower 7 feet of this unit in B-2 consisted of very dense fine poorly graded sand with blow counts of 86 to 50/5", consistent with our vicinity downslope borings and inferred as wave densified (and/or seismically densified) ancient beach sand common lower in this unit.

Siltstone - Siltstone was encountered at a depth of 48 feet in B-1. The top roughly 5 feet of the unit was severely weathered into silt with siltstone clasts retrieved as gravel in size with a blow count of 6. Below this extending to a depth of 58 feet the siltstone was soft to moderately hard rock and little weathered, with a blow count of 53. This unit was also encountered beneath the landslide terrace in B-3 upslope and extended to the 150-foot depth explored in that boring. Siltstone was not encountered in our boring B-2.

Basalt – Hard, little weathered, fractured, dark gray to black basalt was encountered at depths of 58 to 82 feet from east to west, in B-1 and B-2, respectively, but was not encountered in B-3 by others. Attempted coring of the basalt was very difficult due to fracturing with little retrieved, and a tricone bit was then used with the CME 75 drill rig with advance rates of 6 to 8 feet an hour. Basalt was observed outcropping (or in a large slide block) at about 200 feet in elevation east-northeast of the site and is mapped in the hillside to the southeast. The basalt is generally intrusive and displaces the siltstone and is interpreted as massive below the building site or a very thick sill or body and was not present in B-3 by others nearby. This basalt would preclude deeper slide surfaces perhaps corroborated by overlying older marine terrace deposits remaining undisturbed.

Groundwater - Wet soil conditions were noted at depths near 20 feet in our borings and were not encountered at depths of 15 feet in our test pits, done near the end of the dry season. Instrumentation and monitoring in B-3 by others showed wet season groundwater levels near 15 feet in depth in an inferred perched condition. The B-3 boring included instrumentation in sealed zones at depths of 100 to 150 feet but did not observe excess confined pressures.

Slope Stability Analyses

As discussed previously, the site area is considered to be blanketed in ancient landslide deposits that are not active but can be destabilized in earthquake motions. To evaluate stability we used several sources of information to develop stability models. This includes City GIS 2-ft topographic information, site reconnaissance of outcropping units, geological mapping, site explorations, and testing of encountered units in both our site sampling and experience in the vicinity and on the Southwind site by others. Based on our local experience in these units we also considered the likely presence of a weak shear zone in the lower portions of the landslide terrace unit. Morgenstern-Price limit equilibrium methods were used, and sensitivity analyses were conducted on each of these parameters along with ground water levels to refine the inputs and evaluate their impact.

From the preceding information and approach we used the stability software SLIDE2 and embedded seismic deformation program SLAMMER's Newmark analyses to evaluate the probable stability of each model, seismic yield accelerations, and expected seismic deformations. Two primary 2D profiles were evaluated based on the most probable instability cross sections, as shown on the attached Sections. The more east-west line in Section A-A was found to have the lower stability, with a static factor of safety of 2.6 and a yield acceleration of 0.26g. As the site is near the margin of more stable conditions to the south and southeast, these are likely somewhat conservative if 3D influences are considered. To estimate deformations during the design level 0.73 accelerations (for a magnitude 9.0 CSZ interface quake) we used the SLAMMER Newmark analyses in both scaled earthquake time histories and empirical estimates (Jibson'07, Saygili Rathje '08) as well as independent empirical subduction zone modeling estimates (Macedo '17). For the most applicable scenarios, this resulted in estimated site deformations along A-A ranging from 3 to 8 inches laterally parallel to the shear surface (inclined slightly down of horizontal to the west). Typical estimates of vertical deformation are half the lateral, which would be about 2 to 4 inches. Half of that in differential settlement would also be typical, at 1-2 inches.

Southeaster Hillside Stability - No significant slumps or indications of large-scale instability were noted in our reconnaissance of the southeast hillside and review of LIDAR imagery. The hillside is generally sloped at 1.8H:1V to 2.5H:1V. Old logging road/skid road cuts generally have localized raveling exacerbated by game trails, but no significant or fresh slumping was observed. Some of the large spruce trees show slight overcorrected growth, likely due to surface soil creep. This slope has an age subjected to many CSZ interface earthquakes and does not show features of past global instability. It is possible that shallow or "veneer" slides could occur in wet season seismic conditions. Thin flow slide runout is possible but unlikely to impact the location of the building footprint due to site topography and typical inviscid behavior following site topography. To reduce this risk and divert possible flows, the eastern site berm could be enhanced to route flow toward the southwest entrance drive away from the building. If flow materials reach the lower drive area, such materials can typically be excavated/removed with conventional equipment.

Stabilization – If needed, one option to reduce deformations may be shear piles that could double for building support. This type of pile essentially increases the resisting forces along the shear surface of the slide and can also carry vertical building loads. Our stability analyses indicated that 200 kips in shear per pile, with piles at 8 ft centers under the building pad, would increase the yield acceleration to 0.35g and lateral deflection estimates to about 3 inches. This has been done on other sites with a drilled reinforced concrete piles, but typically in a scenario where the slide zone overlies a much stronger more

rigid unit. As expected, due to the depth of the shear surface of 43 to 48 feet and the thickness of the underlying lower marine terrace over basalt, bending moments for piles at the interface were very high. For example, for a 200-kip pile shear capacity a 4-ft diameter drilled reinforced concrete pile with 14 #14 bars properly seated 10 feet into basalt (a total depth of 68 feet in B-1 and 92 feet in B-2) would develop a plastic hinge at only roughly 4 inches of movement on the shear surface. In conclusion this method would only reduce total estimated deformation from 8 to 4 inches, and at a very high pile cost.

Other methods of increasing resistance across the shear zone could be used for the stabilization at an equivalent shear load across the building, such as jet grouting or ground anchors. These likely have an even greater cost than the preceding pile approach. Reducing groundwater levels was considered but is likely impractical due to the low permeability of the terrace soils and slide dimensions. Loading and unloading of the site area was also considered impractical due to the small size of the site to the overall slide, as well as possible downslope localized stability impacts.

CONCLUSIONS AND RECOMMENDATIONS

The preceding estimated deformations are generally moderate for low-rise structures in this situation but would likely cause structural damage for conventional spread and continuous footing construction. In conference with the structural engineer at CIDA, we discussed the preceding shear pile to increase performance, albeit at a high cost and moderate gain (3-4 inches of total deflection versus 8 inches). The moderate differential seismic slide deformations and light building may also allow for a reinforced mat or grade beam system, supported by lighter piles to reduce settlement risk for gravity (nonlandslide) loads. The mat/grade beams would serve to reduce differential movement of the structure in an earthquake condition, and the piles would be used to reduce static settlement from the uncontrolled fill and underlying upper terrace deposit in non-earthquake conditions. The structural engineer may be able to design this system to reduce building damage to an acceptable performance level, and geotechnical parameters for design of such a system are included in the following **Foundations** section.

The deformations in an earthquake may damage utilities, especially less ductile conduit or conduit with little tension capacity at the joints. The preceding differential movement in the **Stability Analyses** section can be used to evaluate utility performance, and consideration of flexible connections, alignment, materials, and allowance for deformation should be made. It would likely be prudent to include emergency power and communication systems contiguous with the reinforced mat or grade beam system of the building to reduce risk to emergency systems.

It should be noted that the total lateral slide deformation estimated at 8 inches is only an estimate based on the described analyses. More or less deformation may occur as the analyses is complex with many variables. Based on the references used, the deformation estimate presented was the highest of those calculated, and for the subduction zone empirical model estimate (Macedo '17) generally has an 84% level of not being exceeded for the motions used.

Seismic Design

The response of the project site soil profile in proposed building areas is consistent with site class D. Ground motion parameters for this site at a code level of 2% chance of being exceeded in 50 years are included in the attached ASCE 7-16 hazard tool output and include a PGA of 0.73g. In addition to these parameters the project design team should understand that repeated cycles of horizontal ground

accelerations from the relatively near field Cascadia Subduction Zone (CSZ) interface earthquakes are expected to be in the 0.3-0.5g range, with duration of strong motion of several minutes. Refer to the **Seismic Hazard Investigation** herein for more detail on the level of seismic hazards.

Foundations

Based on our analyses and discussions with the structural engineer, in our opinion the most cost effective foundation system for building support to a functional performance may be a reinforced mat or grade beam system with a structural slab. To reduce settlement from static/gravity loading, helical piers could be used. The following sections provide parameters for this system.

Mat or Grade Beams - A reinforced mat foundation or grade beam system can be designed for tensional forces during lateral movement that would be acting to pull the mat or beam system apart. These forces would consist of frictional forces on the north and south sides and the base of all grade beams or mats. An ultimate base friction coefficient of 0.39 should be used on the base (this assumes the existing fill is under the grade beams). A side friction coefficient of 0.22 can be applied to the sides with a normal force from the lateral pressure of a 30 pcf equivalent fluid. As helical piers are expected to fail laterally given their low moment resistance, the grade beams should also be sized for a width that accommodates an allowable bearing pressure of 1,500 psf for post-earthquake movement support. This pressure is not expected to result in more than 2 inches of settlement post-earthquake from the gravity loads, and the strength of the grade beams would likely allow for levelling pier applications if needed.

A minimum of 12 inches of clean, angular crushed rock with no more than 5% passing a #200 sieve is recommended for base rock under slabs or a mat. This can be substituted for the recommended working pad in the *Earthwork* section of this report only if it remains clean and uncontaminated with fines. Prior to slab placement the rock will need to pass a wheel roll with a fully loaded truck or meet 92% compaction relative to ASTM D-1557, or approval via probing by the geotechnical engineer. In addition, any areas contaminated with fines must be removed and replaced with clean rock. If the base rock is saturated or trapping water, this water must be removed prior to slab placement. Two inches of crushed rock is recommended under grade beams to keep an undisturbed condition.

We recommend slabs be designed to free span between grade beams. We recommend a vapor barrier be used under the slab or mat. Typically, a reinforced product or thicker product (such as a 10-15 mil STEGO wrap) can be used. Experienced contractors using special concrete mix design and placement have been successful placing concrete directly over the vapor barrier which overlies the rock. This avoids the issue of water trapped in the rock between the slab and vapor barrier, which otherwise requires removal. In either case, slab moisture must be tested/monitored until it meets floor covering manufacturer's recommendations.

Drilled Shafts for Slide Shear Improvement

To reduce seismic deformations to roughly 3 inches laterally and less than 2 inches vertically, the preceding stabilization piles (drilled shaft 4 feet in diameter with 14 #14 bars) could be used and support over 200 kips per pile vertically, and 15 kips per pile laterally in static loads, if embedded at least 6 feet into basalt, or 10 feet into siltstone. Piles would need to be installed at 8-foot centers north to south, and 12 feet east to west to accumulate enough total shear to reduce deformations to the preceding 3 inches laterally. Downdrag loads from organic decay are included in the preceding but are not expected

to be large as primary organics were relatively undecayed ancient debris not expected to induce enough settlement for full mobilization. Pile sequencing would likely require drilling of every other pile during construction sequencing to reduce potential caving or grout loss, and casing is expected to be required above the siltstone or basalt. The cost of the preceding piles may not justify the modest deformation reduction if the alternative grade beam or mat system can be suitably designed.

Helical Pier Foundations

Provided the preceding mat or grade beam foundation system is used, helical piers can be designed to support static/gravity loads and reduce settlement from underlying uncontrolled fill and the soft portions of the upper terrace soils. Installation of helical piers may not be feasible to the required depths, and reaching these depths must be proven with the use of indicator piers. Occasional boulders and debris were present in the upper fill. For moderate loading up to 40 kips, pier embedment of at least 10 feet into the underlying lower stiff terrace and correlated capacity torques can be used. Based on our explorations, the top of the lower terrace unit ranged from 43 to 48 feet below the ground surface, so resulting pier lengths would be 53 to 58 feet below the existing ground surface, although this is expected to vary widely. A tensional load test is required prior to production pile installation, tested at 50% intervals to 200% of design pullout capacity with creep measurements at the design load.

Capacities listed herein may be limited by the structural capacity of the pile and must be evaluated by a structural engineer. Piers must be spaced a minimum of 3 pile diameters apart. Closer spacing will result in reduction in pier capacity and we must be consulted. Fills greater than three feet above existing grades in the building pad will induce down-drag on the piles and are not recommended unless they are installed at least 6 months prior to construction, are adequately monitored for settlement with at least 3 settlement plates, and if such monitoring indicates settlement is complete prior to pile installation. Settlement could take longer.

Piers in a fixed condition in grade beams are recommended. Due to the risk of long-term settlement we recommend floors be designed as structural to free span between grade beams or be directly pile supported. Interior unsupported slabs-on-grade are not recommended.

We recommend vertical piers with the following allowable capacities be used for design, with a minimum pier spacing (vertical and horizontal) of three helix diameters. Resistance to non-seismic lateral loading of 1.5 kips per pile is allowed for vertical piles, and piles battered up to 30 degrees from vertical can be designed to the horizontal vector of the preceding loads in the horizontal direction of downward batter, and 90% of that in the opposite horizontal direction. All helical piers must be galvanized, or corrosion protected. Again, the following can only be used if the lower terrace soils are suitably penetrated and develop the needed torque. Plates larger than 12 inches are not recommended due to anticipated penetration issues, unless proved otherwise by indicator piling.

Helical Pier Type	Inclination	Est. Length (ft)	Allowable Load* (kips)
10" and 12" Double with	Vertical	53-58+	40 (C), 36 (T)
3-1/2" pipe with threaded or sleeved and			
double bolted connection			

* C - Compression T - Tension + - installation depth will vary and must fully penetrate the upper terrace soils

Capacities for additional pier sizes and inclinations can be provided upon request. We recommend that we be retained to review pier support design and be called to the site to observe and document pier installation.

Drainage

The ground surface must be sloped to drain away from the building on all sides. A perimeter drain is required around all exterior foundations. The drain must consist of a two-foot width of drain rock encompassing a 4-inch diameter perforated pipe, all enclosed with a nonwoven filter fabric. The drain rock must have no more than 2% passing a #200 sieve and must extend to within one foot of the ground surface. The geosynthetic should be a Mirafi 160n or equivalent. One foot of low permeability soil (such as on-site silt) must be placed over the fabric at the top of the drain to isolate the drain from surface runoff. The drain must be tight-lined to a suitable discharge as determined by the civil engineer. Gutters must be maintained as free flowing.

Earthwork

Preparation - Prior to earthwork the site must be prepared by removal of any existing structures and utilities that conflict with new infrastructure. If utilities are encountered during site excavation, they must be rerouted away from the building area, or properly abandoned. Abandonment requires removal and backfill with granular structural fill, or full grouting with confirmation of grout at both ends of the conduit and a volume check for continuity.

Site preparation for earthwork may also require removal of existing fill to reach building or pavement subgrades. Fill north of the loop road is not expected to be suitable for fill as it was organic to depths of 7 to 9 feet in the 2013 test pits. Fill within the loop may be possible to reuse in dry summer conditions if properly moisture conditioned/dried to near optimum for compaction.

In the helipad pavement area and in other areas where cuts expose organic soils, it may be possible to stabilize the subgrade with the placement of fabric over geogrid capped with two feet of clean well graded crushed rock.

Removal of the fills must be done carefully to prevent disturbance of the underlying soils. We recommend using a smooth bucket excavator working on top of the material to be removed and loading into trucks supported on haul roads.

Stabilization and Soft Areas - After cuts are made and topsoil removed, the exposed soils must be evaluated. This can be done by the geotechnical engineer observing wheel rolling in dry conditions or probing in wet conditions. Soft areas will require over excavation and stabilization with a nonwoven separation geosynthetic and overlying grid, and backfill with well graded, angular crushed rock compacted as structural fill. The separation geosynthetic must consist of a Mirafi 801 or approved equivalent, and the grid a Hanes EGrid 2020 or equivalent.

Working Blankets and Haul Roads - Construction equipment must not directly traffic soils with more than trace silt as they are susceptible to disturbance when wet. Rock working blankets and haul roads placed over a stabilization geosynthetic in a thickened advancing pad can provide this protection.

For working blanket and haul road rock, we recommend sound, angular, pit run or crushed basalt with no more than 6% passing a # 200 sieve. Working blankets must be at least 12 inches thick, and haul roads at least 18 inches thick, and can be placed in one lift over a Mirafi 801 separation fabric. Some repair of these elements must be expected.

Fill - Structural fill must consist of pit run rock less than 6 inches in nominal size compacted to 92% relative to ASTM D-1557 or to a dense state as observed by our geotechnical engineer, and must also pass a wheel roll. In wet conditions, this criteria can typically only be met by rock with less than 6% or less fines. The on-site silty angular gravel and sand fills may be for fill in dry conditions of late summer if properly moisture conditioned. Such fills must be placed in lifts no greater than 12 inches in loose thickness.

Cut Slopes - Cut slopes should not be made steeper than 3H:1V, and no closer than 25 feet from the planned buildings, and only after proposed cuts are submitted to us for stability evaluation.

It should be noted that the fill slope immediately east of the existing storage shed may deform and slump down in an earthquake, and may impact the shed. This may preclude the use of the shed for mechanical support equipment or other settlement sensitive contents.

Trenches – Utility trenches may encounter ground water seepage and severe caving at depth as encountered in the culvert installation excavations reported by Mike McEwan. Seepage was not encountered in our test pits but is expected to be perched at shallow depths in the wet season. Even above seepage levels, caving in the fill is expected and likely will be worse than the temporary short length cuts in the test pits. Proper shoring is required, with dewatering required if excavations encounter seepage. Increased backfill volumes are expected and must be included in the project budget and schedule. Trench base stabilization will likely be required for inverts where seepage is present. Stabilization with at least 12 inches of clean, well graded, angular pit run rock must be expected. Pipe bedding must be in accordance with the pipe manufacturers' recommendations. Trench backfill above the pipe zone must consist of well graded, angular crushed rock with no more than 7% passing a # 200 sieve. Trench backfill must be compacted to 92% relative to ASTM D-1557, with paving not occurring within one week of backfilling.

Utilities - The deformations in an earthquake may damage utilities, especially less ductile conduit or conduit with little tension capacity at the joints. The preceding differential movement in the **Stability Analyses** section can be used to evaluate utility performance, and consideration of flexible connections, alignment, materials, and allowance for deformation should be made. It would be prudent to include emergency power and communication systems contiguous with the reinforced mat or grade beam system of the building to reduce risk to emergency systems.

Pavement

Design - We have developed asphalt concrete pavement thickness at the site for 3 trucks per day (with a truck factor of 0.6) and a 20-year design life. These volumes can be revised if specific traffic data is available. Designs are also suitable to support a 75,000-pound fire truck. Our analyses are based on AASHTO methods and subgrade of undisturbed medium stiff silt or better native silt or fill having a resilient modulus of 3,000 psi. Construction will likely require protection and stabilization of subgrades
as recommended in the **Stabilization and Soft Areas and Working Blankets** and **Haul Roads** sections of this report, and a Propex Geotex 801 (or equivalent) separation geosynthetic is required. Stabilization is expected to be needed particularly under the northern pavement areas where organic fill is expected. The results of our analyses based on these parameters are provided in the following table.

The main entry drive and any helicopter pad area should be underlain by a non-woven geosynthetic and two layers of geogrid, one located on top of the non-woven and one six inches up from it. This grid is intended to reduce the size of individual pavement cracks and vertical offsets to improve access after earthquake movement (the total cracking is expected to be the same).

Based on the results of our analyses we recommend a minimum of 3.0 inches of asphalt concrete (AC) over 12 inches of crushed rock base (CRB) in the main drive, helicopter landing, and any truck areas. Areas exposed to only car traffic can be constructed of 3 inches of AC over 8 inches of CRB. The rock sections will need to conform to haul roads and working blankets in the wet season.

Subgrade Preparation - The pavement subgrade should be prepared in accordance with the **Earthwork** recommendations presented in this report. All pavement subgrades will need to pass a proof roll prior to paving. Soft areas should be repaired by over excavating the areas, installing a separation geosynthetic and geogrid, and be brought to grade with well graded, angular crushed rock compacted as structural fill. For a separation geosynthetic we recommend a Propex Geotex 801 or equivalent, and the geogrid a Hanes Egrid 2020 or equivalent.

Base Rock and Asphalt Concrete - The recommended thicknesses are intended to be the minimum acceptable in dry conditions. Greater thicknesses are expected to be needed in wet conditions per the **Earthwork, Stabilization** sections in this report. Crushed rock should conform to ODOT base rock standards and have less than 6 percent passing the #200 sieve. Asphalt concrete should be compacted in lifts no greater than 3 inches in thickness to 91 percent of a Rice Density, or to 98 percent of the maximum density from a test strip.

LIMITATIONS AND OBSERVATION DURING CONSTRUCTION

We have prepared this report for use by the City of Cannon Beach and members of their design and construction team for this project only. The information herein could be used for bidding or estimating purposes but must not be construed as a warranty of subsurface conditions. We have made observations only at the aforementioned locations and only at the stated depths. These observations do not reflect soil types, strata thicknesses, water levels or seepage that may exist between observations. We must be consulted to observe all foundation bearing surfaces, helical piers, proof rolling of slab and pavement subgrades, installation of structural fill, and any cut slopes. We must be consulted to review final design and specifications to see that our recommendations are suitably followed. If any changes are made to the anticipated locations, loads, configurations, or construction timing, our recommendations may not be applicable, and we must be consulted. The preceding recommendations must be considered preliminary, as actual soil conditions may vary. For our recommendations to be final, we must be retained to observe actual subsurface conditions encountered. Our observations will allow us to interpret actual conditions and adapt our recommendations if needed.

Within the limitations of scope, schedule and budget, our services have been executed in accordance with the generally accepted practices in this area at the time this report was prepared. No warranty, express or implied, is given.

< >

We appreciate the opportunity to work with you on this project and look forward to our continued involvement. If you have any questions, please contact us.

Sincerely,



Don Rondema, MS, PE, GE Principal

Attachments:

Site Plan Guidelines for Classification of Soil and Rock Test Pit Logs **Boring Logs** Moisture Content **Stability Sections** A-A Stability Model A-A Static Stability A-A yield acceleration A-A example displacement B-B static stability B-B yield acceleration Horning Geologic Map Excerpt City Geological Map Excerpt **DOGAMI** Bulletin 74 Excerpt SLIDO landslide susceptibility DOGAMI Tsunami Map Excerpt ASCE 7-16 hazard tool output Seismic Hazard Investigation



BASE PHOTO FROM 2022 AERIAL

SITE PLAN cannon-22-4-gi



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GUIDELINES FOR CLASSIFICATION OF SOIL

Description of Relative Density for Granular Soil		
Relative Density	Standard Penetration Resistance (N-values) blows per foot	
very loose	0 - 4	
loose	4 - 10	
medium dense	10 - 30	
dense	30 - 50	
very dense	over 50	

Description of Consistency for Fine-Grained (Cohesive) Soils			
	Standard Penetration	Torvane	
Consistency	Resistance (N-values)	Undrained Shear	
	blows per foot	Strength, tsf	
very soft	0 - 2	less than 0.125	
soft	2 - 4	0.125 - 0.25	
medium stiff	4 - 8	0.25 - 0.50	
stiff	8 - 15	0.50 - 1.0	
very stiff	15 - 30	1.0 - 2.0	
hard	over 30	over 2.0	

Grain-Size Classification		
Description	Size	
Boulders	12 - 36 in.	
Cobbles	3 - 12 in.	
Gravel	¹ / ₄ - ³ / ₄ in. (fine)	
	³ /4 - 3 in. (coarse)	
Sand	No. 200 - No. 40 Sieve (fine)	
	No. 40 - No. 10 sieve (medium)	
	No. 10 - No. 4 sieve (coarse)	
Silt/Clay	Pass No. 200 sieve	

Modifier for Subclassification		
Adjective	Percentage of Other Material In Total Sample	
Clean/Occasional	0 - 2	
Trace	2 - 10	
Some	10 - 30	
Sandy, Silty, Clayey, etc.	30 - 50	

GUIDELINES FOR CLASSIFICATION OF ROCK

Scale of Rock Hardness			
Hardness	Description	Definition	
RH-0	Very Soft	For plastic material only	
RH-I	Soft	Carved or gouged with a knife	
RH-2	Moderately Hard	Scratched with a knife	
RH-3	Hard	Difficult to scratch with a knife	
RH-4	Very Hard	Rock scratches metal; rock cannot be scratched with a knife	

Terms used to Describe the Degree of Weathering			
Description	Definition		
Severely Weathered	Rock decomposed; thorough discoloration; all fractures extensively coated with clay, oxides, or carbonates		
Moderately Weathered	Intense localized discoloration of rock; fracture surfaces coated with weathering minerals		
Little Weathered	Slight and intermittent discoloration of rock; few stains on fracture surfaces		
Fresh	Rock unaffected by weathering		

Relation of RQD and Rock Quality			
Rock Quality Designation (RQD), %	Description of Rock Quality		
0 - 25	Very Poor		
25 - 50	Poor		
50 - 75	Fair		
75 - 90	Good		
90 - 100	Excellent		

Descriptive Terminology for Joint Spacing		
Spacing of Joints	Description	
< 2 in	Very Close	
2 in - 1 ft	Close	
l ft - 3 ft	Moderately Close	
3 ft - 10 ft	Wide	
> 10 ft	Very Wide	





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BORING B-I (cont.)

Cannon 22-4-gi



Cannon 22-4-gi



Cannon 22-4-gi



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BORING B-2 (cont.)

Explorations completed on September 6, 2023 with a track mounted excavator.

|--|

Location: NE portion of site.

Surface conditions: Short grass, weeds.

- 0-5 Loose, light brown gravelly SAND FILL, with trace silt and asphalt debris; dry
- 5 9 Medium dense, light brown gravelly SAND FILL, with occasional boulders; dry.
- 9 11 Medium stiff, brown sandy SILT FILL, with some gravels and cobbles and trace organics; moist.
- 11 15 Stiff, brown SILT, with some sand and siltstone gravels and cobbles; moist.

Minor caving beneath 5'. No seepage.

TP-2

Location: NW portion of site. Surface conditions: Short grass, weeds.

- 0-5 Loose, light brown gravelly SAND FILL, with trace silt and asphalt debris; dry
- 5 11 Medium stiff, brown sandy SILT FILL, with some gravels and cobbles and trace clay; moist.
- 11 15 Stiff, brown SILT, with some sand and siltstone gravels and cobbles; moist.

Minor caving beneath 5'. No seepage.

TP-3

Location: SW portion of site. Surface conditions: Short grass, weeds.

- 0 5 Loose, light brown gravelly SAND FILL, with trace silt and asphalt debris; dry
- 5 11 Medium stiff, brown sandy SILT FILL, with some gravels and cobbles and trace organics; moist.
- 11 15 Stiff, brown SILT, with some sand and siltstone gravels and cobbles; moist.

Minor caving beneath 5'. No seepage.

Exploration	Depth, ft	Moisture Content
TP-1	5.0	34%
TP-1	8.0	41%
TP-2	4.0	21%
TP-2	7.0	9%
TP-2	9.0	28%
TP-2	14.0	24%
TP-3	8.0	94%
TP-3	13.0	15%
B-1	2.5	34%
B-1	5.0	37%
B-1	10.0	31%
B-1	15.0	37%
B-1	20.0	32%
B-1	25.0	45%
B-1	30.0	157%
B-1	35.0	148%
B-1	40.0	156%
B-1	45.0	130%
B-1	50.0	45%
B-1	55.0	15%
B-2	2.5	17%
B-2	5.0	13%
B-2	10.0	17%
B-2	15.0	29%
B-2	25.0	29%
B-2	30.0	39%
B-2	35.0	75%
B-2	40.0	54%
B-2	45.0	197%
B-2	50.0	48%
B-2	55.0	177%
B-2	60.0	100%
B-2	65.0	81%
B-2	70.0	86%
B-2	75.0	17%
B-2	80.0	18%

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MOISTURE CONTENTS cannon 22-4-gi



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cannon-22-4-gi



Section A-A.slmd





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Section A-A Ky newmark displacement - CSZ model

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Section B-B.slmd





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Horning GeoSciences





BASE PHOTO FROM 2022 AERIAL

CITY GIS GEOOGICAL MAPPING

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Oregon SLIDO Landslide Susceptibility





BASE PHOTO FROM 2022 AERIAL

DOGAMI TSUNAMI MAPPING

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cannon-22-4-gi



ASCE 7 Hazards Report

Address: No Address at This Location Standard:ASCE/SEI 7-16Risk Category:IVSoil Class:D - Stiff Soil

Latitude: 45.86268 Longitude: -123.958819 Elevation: 103.74040760446984 ft (NAVD 88)







Site Soil Class: Results:	D - Stiff Soil		
S _S :	1.312	S _{D1} :	N/A
S ₁ :	0.688	T∟ :	16
F _a :	1	PGA :	0.661
F _v :	N/A	PGA _M :	0.727
S _{MS} :	1.312	F _{PGA} :	1.1
S _{M1} :	N/A	l _e :	1.5
S _{DS} :	0.875	C _v :	1.362
Ground motion hazard analysis n	nay be required. See AS	SCE/SEI 7-16 Section	11.4.8.
Data Accessed:	Thu Sep 21 2023		
Date Source:	USGS Seismic Desig	<u>n Maps</u>	



The ASCE 7 Hazard Tool is provided for your convenience, for informational purposes only, and is provided "as is" and without warranties of any kind. The location data included herein has been obtained from information developed, produced, and maintained by third party providers; or has been extrapolated from maps incorporated in the ASCE 7 standard. While ASCE has made every effort to use data obtained from reliable sources or methodologies, ASCE does not make any representations or warranties as to the accuracy, completeness, reliability, currency, or quality of any data provided herein. Any third-party links provided by this Tool should not be construed as an endorsement, affiliation, relationship, or sponsorship of such third-party content by or from ASCE.

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SEISMIC HAZARD INVESTIGATION

General

We have evaluated earthquake hazards in accordance with the degree of complexity of the proposed project and the site per SOSSC guidelines. This included literature and map review, as well as site specific subsurface investigations and analyses described in detail in the preceding report. Based on this evaluation, tsunami inundation hazards are low. Overall ground motion and amplification hazards are moderate and can be accommodated with code based design and the recommendations in our report. Liquefaction hazards are low due to the stiff and cohesive nature of the native site soils. Risk of on-site fault rupture is low. The risk of dynamic slope instability for the east-west terrace deposit sections across the site is high, with moderate deformations, as discussed in detail in the report text. The risk of instability for the southeast slope is moderate. A summary of the basis for these opinions is included herein.

Seismic Sources and Design Earthquake

Three earthquake types can induce ground motions at the site. These include local crustal earthquakes, and both CSZ intraplate and interface earthquakes. Local crustal earthquakes may occur from northwest trending faults in the region, most possibly from the Gales Creek or Tillamook Bay fault zones over 20 miles from the site, or possibly from small faults that are as close as 3.5 miles that are present in the accretionary wedge. These are shown on the attached fault map (USGS Quaternary fault database). However, these local crustal faults are considered a low hazard. CSZ intraplate earthquakes are presumed possible within the subducted Juan de Fuca plate, with estimated magnitudes of 7.0 to 7.5. These earthquakes are analogous to the 2001 Nisqually earthquake near Olympia as well as other large earthquakes historically beneath southern Puget Sound and inferred beneath the southern Oregon coast. The expected depth of these presumed earthquakes of 40 to 60 km, and when coupled with low seismicity in western Oregon they present a moderate hazard. A CSZ interface earthquake presents a high hazard for the site area and is the controlling design earthquake, as evidenced by USGS hazard deaggregations (USGS OFR 2008-1128). Such an event has an expected magnitude of 8.7 to 9.1 and recurrence intervals roughly from 100 to 1100 years. A magnitude $M_w = 8.7$ is expected to correspond to an average 10% chance of being exceeded in 50 years, with $M_w = 9.0$ corresponding to 2% in 50 years. It is possible that such earthquakes could occur with hypo-central distances of 20 to 40 kilometers. Duration of strong ground motion is expected to be several minutes, and repeated cycles of horizontal ground acceleration are expected in the 0.35 to 0.50g range, with PHGA listed as 0.73 g by the USGS.

Tsunami Inundation

Based on a review of tsunami inundation elevations on maps (DOGAMI TIM-Clat-09, 2013 – excerpt attached) the proposed facilities will be located above tsunami inundation elevations of roughly 80 feet which is west of Highway 101 in this location. The risk of tsunami inundation is low.

Amplification

Amplification hazards at the site are moderate based on the fundamental period of the soil column as derived from its stiffness and depth. Based on the site-specific conditions encountered, the mapped

units, and the low-rise building planned, the amplification hazard at the site is accommodated by code level design consistent with our preceding report recommendations.

Liquefaction

The liquefaction hazard for the site is low primarily due to the cohesive nature of the native site soils. Although non-cohesive sand was present in the west boring B-2 at depths of 73-82 feet, this sand is very dense and not susceptible to liquefaction.

Fault Rupture

No faults are mapped as crossing the site (USGS Quaternary fault database), with the nearest Quaternary fault mapped as within 4 miles to the west-northwest within/below accretionary wedge sediment. The Gales Creek fault zone is the next nearest fault located roughly 16 miles to the east-southeast. Interface earthquakes from the CSZ are offshore and buried nearer shore, and intraplate CSZ earthquakes are deep within the subducted plate. Therefore, the hazard from potential fault rupture on-site is low.

Earthquake Induced Slope Instability

The site is mapped at the margin of a mapped landslide noted as "active" in DOGAMI Bulletin 74 which includes a broad scale perspective (excerpt attached). Site inclinometer readings from 2020-2023 indicate no site movement during that time, and no site indications of active instability have been noted in our site reconnaissance in 2013 and in 2023 for this report. Previous reports for the Southwind site also indicate that the area is not undergoing active movement.

The site subsurface below depths of roughly 43-48 feet includes marine terrace with variable structure, intact organic debris, and characteristics of landslide deposition. This deposit is susceptible to landslide movements at yield accelerations calculated to be above 0.26g, well below the design earthquake threshold. This would categorize the general earthquake instability risk as high, although deformations were analyzed to be moderate. Based on our interaction with the structural engineer, this risk can be accommodated for functional design by proper structural engineering that addresses the quantified deformations and foundation approaches and parameters detailed in the text of this report's *Foundations* section.



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CITY OF CANNON BEACH LAND USE CLASSIFICATION MAP	4

APPENDIX

A	GEOTECHNICAL REPORT
В	GRI INSTRUMENTATION DATA COLLECTION SUMMARY
С	SOUTHWIND MASTER PLAN
D	TRAFFIC IMACT ANALYSIS

ARCHITECTURE

ENGINEERING

PLANNING

INTERIORS

MEMORANDUM

То:	Tim Scott, PE / Red Plains Professional, Inc.	Date: May 18, 2023 (REVISED: May 26, 2023)
		GRI Project No.: 6803-A
From:	George A. Freitag, CEG; and Nicholas M. Hatch, PE	
Re:	Instrumentation Data Collection Summary New Cannon Beach City Hall South Wind Site Cannon Beach, Oregon	

This memorandum summarizes data recently collected from instrumentation installed by GRI to monitor ground movement and groundwater levels at the South Wind Site as part of our 2019 Geotechnical Feasibility Study for the New Cannon Beach City Hall (GRI, 2019). The general location of the South Wind Site is shown on the Vicinity Map, Figure 1. The South Wind site was one location being considered for the proposed new city hall in Cannon Beach, Oregon. However, based on information provided by you, we understand the City is now considering building the new city hall on the Cache site, which borders the southwest corner of the South Wind site. This recent data collection effort was completed to assist with estimating an adequate level of effort to complete a geotechnical investigation for the Cache site.

INSTRUMENTATION

General

For our 2019 study, a total of three borings, designated B-1 through B-3, were advanced to depths of 100 feet to 151.5 feet at the South Wind Site, and instrumentation consisting of two inclinometer casings and six vibrating-wire piezometers was installed in the completed boreholes. The approximate locations of the explorations are shown on the Site Plan, Figure 2. The instrumentation data were last collected on February 8, 2019, and were limited to about two months of monitoring. No obvious inclinometer readings indicative of active landslide movement were noted in 2019. New data was recently collected on May 5, 2023, and this memorandum provides our interpretation of the recent data.

Inclinometers

Inclinometer casings 140 feet and 150 feet long were installed in the completed boreholes of borings B-2 and B-3, respectively. An inclinometer is a device that allows measurements to be made of subsurface lateral movements. An inclinometer casing consists of a 2.75-inch O.D., acrylonitrile butadiene styrene (ABS)-plastic casing with orthogonal grooves or slots that permit

a calibrated instrument to be lowered to the bottom of the casing in a fixed orientation. When the ground surrounding the casing moves, the casing distorts above the zone of movement, and the orientation of the casing changes. The inclination, or vertical orientation, of the casing is monitored by lowering an electronic measuring device to the bottom of the grooved casing and obtaining readings at 2-foot intervals as the instrument is withdrawn. An initial set of readings serves as a "benchmark" and is commonly portrayed as the vertical axis on a plot of casing deflection versus depth. All subsequent readings are then referenced to the initial readings. By comparing relative movements at fixed depths over the length of the casing, zones of horizontal movement can be identified. The total, or cumulative, displacement with respect to the base of the casing is obtained by summing the relative displacements from the bottom to the top.

A benchmark reading of each inclinometer was taken on December 12, 2018, with subsequent readings taken on February 8, 2019, and May 5, 2023. The inclinometer benchmark and subsequent readings are provided on Inclinometer Summary B-2 and Inclinometer Summary B-3, Figures 3 and 4. In general, the readings overlap and indicate that horizontal movement of the ground surface at these boring locations has not occurred since the inclinometers were installed in December 2018.

VIbrating-WIre Piezometers

Vibrating-wire piezometers were installed at depths of 50 feet and 90 feet in borings B-1 and B-2 and at depths of 100 feet and 150 feet in boring B-3. A vibrating-wire piezometer is a device that allows measurements to be made of subsurface fluid pressures. The piezometer consists of a sensitive steel diaphragm to which a vibrating-wire element is connected. A filter is used to keep out solid particles and prevent damage to the sensitive diaphragm. Changing pressures cause the diaphragm to deflect, and this deflection is measured as a change in tension and frequency of vibration of the vibrating-wire element. The square of the vibration frequency is directly proportional to the pressure applied to the diaphragm. To read the piezometer, a pulse of varying frequency is applied to the piezometer and causes the wire to vibrate at is resonant frequency. After excitation ends, the wire continues to vibrate, and a signal is transmitted to a readout box, where it is conditioned and displayed. The data on the readout box can then be converted to a fluid pressure based on the calibration data supplied by the manufacturer.

An initial reading of each piezometer was taken on December 12, 2018, and data loggers were attached to the piezometers to allow for continuous measurement of water pressures. During our recent site visit on May 5, 2023, the boring B-1 location could not be found due to overgrowth of brush and trees, and the data logger equipped to the boring B-3 piezometers was damaged. Therefore, the only data logger information collected was from boring B-2 piezometers, and the batteries in this data logger died on September 22, 2020. The water pressures recorded in the boring B-2 piezometers between December 12, 2018, and September 22, 2020, are provided on

Piezometer Summary B-2, Figure 5. GRI also collected groundwater data from the Boring B-2 and B-3 piezometers using a handheld readout device, and this data is summarized in Table 1 below.

	Boring	Piezometer Depth, ft	Water Pressure, ft
	ъЭ	50	42.3
	B-2	90	59.6
	D 2	100	83.1
	B-3	150	130.6

TABLE 1: GROUNDWATER DEPTH AND PRESSURE MEASUREMENTS

The vibrating-wire piezometer readings indicate the perched groundwater level at borings B-2 and B-3 will typically occur at depths of 5 feet to 10 feet and 15 feet to 20 feet, respectively, throughout the year.

CONCLUSIONS

Current inclinometer data from borings B-2 and B-3 generally show that horizontal movement of the ground surface at these boring locations has not occurred at the South Wind Site since the inclinometers were installed in December 2018. The recent readings are consistent with observations documented in our 2019 report, notably that the previous proposed building area shown on Figure 2 is not underlain by an "active" landslide. In our opinion, the geotechnical and geologic findings of our 2019 report remain valid and should be used to evaluate future development of the South Wind Site.

The Cache Site is located at the base of a forested hillside that generally defines the southwestern property boundary of the South Wind Site. Boring B-3 was installed in the southwestern corner of the South Wind Site near the eastern side of the Cache Site, as shown on Figure 2. The recent inclinometer data from boring B-3 suggests the overall hillside bordering the Cache Site may not be an "active" landslide subject to continuous creep-like static movements. However, a more detailed geologic reconnaissance of that hillside is required to identify the presence of smaller, localized landslide topography. In addition, as discussed in our 2019 report for the South Wind Site, we anticipate seismic movement of the hillside towards Highway 101 could occur during a code-based seismic event. This is an important consideration as it relates to selecting the location of the new city hall building on the Cache Site. We recommend completing a geotechnical investigation that includes geologic reconnaissance to further evaluate the impacts of the hillside bordering the eastern side of the Cache Site.

LIMITATIONS

This memorandum should be considered an addendum to our March 14, 2019, feasibility study for the South Wind Site and is subject to the limitations stated therein.

Please contact the undersigned if you have any questions.

Submitted for GRI,



RENEWS: 02/2024 George A. Freitag, CEG Principal

Nicholas M. Hatch, PE

Senior Engineer

This document has been submitted electronically.

6803-A INSTRUMENTATION DATA COLLECTION SUMMARY MEMORANDUM

Enclosures: Figure 1, Vicinity Map Figure 2, Site Plan Figure 3, Inclinometer Summary B-2 Figure 4, Inclinometer Summary B-3 Figure 5, Piezometer Summary B-2



SITE PLAN



GRI RED PLAINS PROFESSIONAL, INC. NEW CANNON BEACH CITY HALL - SOUTH WIND SITE

360 FT 180

SITE PLAN FROM FILE BY SRG PARTNERSHIP, 2018












PIEZOMETER SUMMARY B-2





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- 4	CITY OF CANNON BEACH LAND USE CLASSIFICATION MAP

APPENDIX

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TRAFFIC IMACT ANALYSIS D

ARCHITECTURE

ENGINEERING

PLANNING

INTERIORS

December 17, 2014

Prepared by the Master Plan Advisory Committee:

Liz Beckman Wendy Higgens (City Council Liaison) Beth Holland Jim Litherland Bob Lundy Mark Morgans John Nelson

Mark Barnes (City Planning Director) Dan Grassick (City Public Works Director)



CURRENT CONDITIONS

SouthWind consists of about 58.3 acres located east of Highway 101 and south of the Haystack Heights neighborhood. SouthWind is made up of two parcels. A 55-acre tract was acquired by the City from Campbell Global in 2013. A 3.3 acre parcel was acquired by the City from Clatsop County in 1990.

The site is vacant except for an existing 450 square foot garage used to store emergency supplies, visible near the southwest corner of the site.

The aerial photograph to the left was taken in 2013. Logging on the site was conducted in 2011 and 2013.



1"=300'±



1"=300'±

Topography, Hydrology, Geology, and Tsunami Risk

This topographic map is based on 2011 LIDAR data. Ten-foot contour intervals are shown. Elevations on the site range from about fifty feet above sea level near the site's northwest corner, to almost 400 feet near the site's southern boundary.

The Tsunami Inundation Line is shown as a solid red line on this map. It is based on data developed by the Oregon Department of Geology and Mineral Industries (DOGAMI) in 2013. Several different risk levels were considered; shown is the inundation line for a tsunami generated by the largest predicted Cascadia subduction zone earthquake. Lands to the west of this line (that is, toward the left side of the map) would be inundated by this tsunami; lands to the east are above the estimated inundation line. The earthquake in this model releases fault slip built up over about 1,200 years; earthquakes of this magnitude are infrequent, and roughly equivalent to the 2011 Tōhoku tsunami. *The City will restrict construction of essential facilities on the SouthWind site to areas above the DOGAMI XXL inundation line.*

A report prepared by Horning Geoscience in 2013 addressed geological hazards on the site. A copy of this report is included as an addendum to this master plan. The Horning Geoscience report evaluated three potential development sites on the property, shown on the map to the left. These areas are referred to as the North, Central, and South sites in the Horning Geoscience report, and are so labeled on the map to the left. The South site covers about one acre; the Central site about eight acres; and the North site about two acres. The report concludes that these three areas are potentially developable, assuming appropriate geotechnical engineering measures are taken. The report does not rule-out development on other parts of the site given appropriate engineering solutions to the site's geological limitations. *The City will require a site-specific geologic hazard study for each building, for road construction, and for any grading or filling on the SouthWind site.*

The site drains to the west via several drainage basins. These are shown as dark blue dotted lines on the map to the left. Culverts beneath Highway 101 convey site runoff to the west. The City will maintain existing drainages and stream corridors on the SouthWind site. A ten-foot wide buffer is established on each side of each stream corridor. Where it is necessary to cross a stream corridor, the crossing will be designed to maintain stream corridor hydrology, and will comply with all applicable state or federal permit requirements.



ROAD AND UTILITY ACCESS

The SouthWind site has about 1,600 feet of frontage on Highway 101. East Chinook Street, a city street, ends at the site's north property line. The Tolovana Mainline, a privately-owned gated logging road, enters Highway 101 at the southwest corner of the site. Utilities (water, power, sewer) are in the Hemlock Street corridor, west of Highway 101.

Pedestrian access to the SouthWind site could be (a) via East Chinook; (b) via an easement from Deer Place; (c) across Highway 101 at or near the preferred road access point; or (d) on the east side of the Highway 101 right-of-way between Warren Way and the site, separated from the Highway 101 travel surface. Of these alternatives, the City prefers alternative (d) because it does not require pedestrians to cross Highway 101; avoids the need to purchase easements to reach Deer Place; avoids steep terrain at the south end of East Chinook Street; and uses established pedestrian facilities and the overpass at Warren Way. Estimated improvement costs for pedestrian access are about \$350,000. The City prefers pedestrian access to the SouthWind site on the east side of the Highway 101 right-of-way between Warren Way and the site, separated from the Highway 101 travel surface.

City utilities (water and sewer) can be brought to the site by boring beneath Highway 101. The preferred location is at Orford Street, at the property's northwest corner. Water and sewer system extensions onto the site, and including connections to the water tank to the southwest of the site, and to the existing water line on East Chinook Street, are estimate to cost about \$665,000. The City will integrate the SouthWind waterline extension with the existing water storage tank and with the water distribution system in the Haystack Heights neighborhood.

Access to Highway 101 will likely require a left turn refuge, a right turn deceleration lane, a right turn acceleration lane, shoulder enhancements, signage, lighting, and drainage improvements. A 2014 estimate of costs for these highway improvements is \$2.2 million. The access point location will need to be determined through a traffic study. The City prefers access near the central part of the site's frontage, roughly opposite Braillier Street. A shared access with the Tolovana Mainline is not preferred because of potential conflicts between log trucks using the Tolovana Mainline, and traffic such as school busses and emergency vehicles. Access via East Chinook is not preferred because neighborhood streets in Haystack Heights are not appropriate for regular emergency vehicle access; and because the topography at the end of East Chinook poses engineering, design and cost challenges for road construction. *The City prefers a location* roughly opposite Braillier Street for the primary highway access to the SouthWind site.

Secondary/Emergency Access can be provided via the existing access point at the southwest corner of the site. The existing highway access point at the southwestern corner of the SouthWind site is unsuitable for primary highway access due to the potential for conflicts with the Tolovana Mainline; however, this access point may be suitable for secondary or emergency access.

1"=500'±



1"=500'±

Attachment B SOUTHWIND MASTER PLAN

CURRENT CITY LIMITS, UGB, AND ZONING

The SouthWind property is currently inside the City Limits (the yellow line on this map), and outside of Cannon Beach's Urban Growth Boundary (UGB), shown as the red line. The entire site is in the City's Institutional Reserve (IR) zone.

Property to the immediate north, the Haystack Heights neighborhood, is in the City's Moderate Density Residential (R1) zone. Across Highway 101, to the west of the SouthWind site, is land in the High Density Residential (R3) zone.

To the east and south of the SouthWind property is forest land owned by Campbell Global. This property is in Clatsop County's Forest-80 (F80) zone.

About five acres of vacant land in the County's Residential-Agriculture-Two-Acre (RA2) zone adjoins the northeast corner of the SouthWind site.

The SouthWind property's location outside of the Urban Growth Boundary, and the current Institutional Reserve (IR) zoning designation, do not support most of the development described in this master plan. The City will need to amend the UGB to include all or part of the SouthWind site within the boundary; and amend the zoning map accordingly, to accommodate the proposed development in this master plan.



PROPOSED DEVELOPMENT

The City intends to use the SouthWind site for critical and essential facilities and services because the property is largely above the reach of the largest predicted tsunami. The police station, fire station, day care facilities, a medical clinic, and the now closed Cannon Beach Elementary School are all within the tsunami inundation zone at their current locations. The City wishes to facilitate the relocation of the following buildings/facilities on the SouthWind site:

Police station Fire station School Child care/pre-school Food bank Emergency shelter/emergency operations center.

These facilities would be clustered in the area shown on the map to the left, and on the more detailed map on the following page.

The City should facilitate the location of new essential facilities above the tsunami inundation line. They include: police station, fire station, school, child care/preschool, food bank, and emergency shelter/emergency operations center.

Developed facilities on the SouthWind site should be clustered in the area shown in the master plan to preserve the largest possible forested area, and to avoid conflicts with adjoining land uses.

BUFFER

Separation from adjacent incompatible land uses can be achieved with a buffer area along the east and south boundaries. The dashed yellow line on the aerial photograph to the right represents the extent of a two-hundred foot wide buffer from the property line.

The City will maintain a two-hundred foot wide buffer along the east and south property lines to separate incompatible uses on the SouthWind site from commercial forestry activity on the adjoining property.

1"=300'±



PROPOSED DEVELOPMENT

The road layout shown on this map is schematic only; its exact location and design will be refined based on more detailed site analysis and a traffic study. The acreage figures represent the approximate size of the shaded areas. These areas are somewhat arbitrary in size, configuration and location. All are above the tsunami inundation line, shown in red on this aerial photograph. All are entirely or largely within the central area evaluated by Horning Geosciences, and shown on the map on page 2 of this master plan.

School: The former Cannon Beach Elementary School (CBES) site covers about 2.2 acres. The City anticipates that between 1.8 and 2.1 acres will be needed for a school site. This estimate includes space for pre-school and day-care, activity space for grades 1 through 7, a library, administrative space, and gymnasium. Site A can meet the school's needs; however, it is not large enough to accommodate facilities that might be needed for field sports, such as soccer or softball. The City shall reserve room for a school on the SouthWind site.

Fire Station: The Cannon Beach Rural Fire Protection District's fire station at its current Cannon Beach location covers slightly more than half an acre. Any one of sites B, C, or D are large enough to accommodate a fire station. The City shall reserve room for a fire station on the SouthWind site

Police Station: The Cannon Beach Police Department currently operates out of City Hall. The City estimates that space needs for the Police Department are slightly less than one-half acre. Sites B, C, or D are large enough to accommodate this use. The City shall reserve room for a police station on the SouthWind site

Emergency Services Facility: The City may develop an emergency services facility on the SouthWind site. This could include storage space for emergency supplies, emergency shelter space, and/or emergency communications and support. The space needs for such a facility are uncertain; but the City believes any of the five sites shown on this map is large enough. A location near the southwest corner of the site may also be suitable for this use: see the map on page 1. The City shall reserve room for an emergency services facility on the SouthWind site

Food Bank: A food pantry is presently located in the former CBES site. The SouthWind site is not an ideal location for a food pantry: the former CBES site is more conveniently located for clients. A site above the Tsunami inundation line has some potential advantages, particularly if the food pantry also serves as an emergency food storage facility. A food bank on the SouthWind site might be incorporated into an emergency services facility, or operate as a stand-alone entity. The regional food bank in Warrenton is operated on a one-acre site, so it is likely that any of the sites here could accommodate Cannon Beach's food pantry. *The City shall reserve room* for a food pantry on the SouthWind site

DRAFT



FOREST RESOURCES

This 2013 aerial photograph shows three areas where timber was harvested on the SouthWind site; and remaining stands of, primarily, Sitka spruce, western hemlock, and red alder. The area on the east side of the site was harvested in 2011. It covers about 12.3 acres. This harvested area extends off-site, to the east. This area was replanted with spruce and hemlock in early 2012. The central area was logged in 2013, and covers about eight acres. This central area is where most of the development is planned. The small southern clearing was also logged in 2013, and covers about 1.7 acres. These two areas were replanted with spruce and hemlock in January 2014.

Barry Sims, a consulting forester with Trout Mountain Forestry, prepared a memorandum for the City outlining management recommendations for the forested part of the SouthWind site. The memo is included as an appendix to this master plan. His recommendations include:

- likely be negligible.
- 2014 would be a good year to assess brush competition.
- removal will require uprooting and disturbing the road surface.

If the property is developed as shown on page 6, more than 40 forested acres would remain undeveloped, and potentially available for recreation, opened space and forestry.

The City shall prepare and adopt a forest management plan for the SouthWind site. Until a forest management plan is adopted, the City shall follow the requirements of its tree removal ordinance (Municipal Code Chapter 17.70) with respect to harvest or thinning operations on the SouthWind site.

1"=300'±

The remaining stand could be thinned to enhance views or to accelerate the development of bigger trees. Any such thinning would need to be carefully done to minimize the risk of blowdown. Thinning at this time is not recommended, as future goals for the site are not entirely clear, and with the recent harvest openings, some blowdown may occur in the next few years. A policy regarding blowdown would be advisable so the City can respond. Potential revenues from either a light thinning or small amounts of blowdown salvage would

The City is obligated under the Oregon Forest Practices Act to maintain the conifer plantations to ensure they are "free to grow" without being shaded out by brush. It appears that the earlier clearcut areas have been sprayed with herbicides at least once to give the planted trees a chance to become established. The more recent cut areas have not, and

The road that was either built or upgraded into the new clearings is already brushing in with alder and other vegetation. Mowing or spraying this road annually is recommended to maintain access and protect the road surface. If alder is allowed to grow large enough,



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D THE ZONING ORDINANCE APPLICATION	AMENDMENT TO
PPLEMENTAL APPLICATION INFORMATION 2	SUF
CITY OF CANNON BEACH ZONING MAP 3	
ON BEACH LAND USE CLASSIFICATION MAP 4	CITY OF CANNON

APPENDIX

D

GEOTECHNICAL REPORT	A
GRI INSTRUMENTATION DATA COLLECTION SUMMARY	В
SOUTHWIND MASTER PLAN	С

TRAFFIC: IMPACT ANALYSIS

ARCHITECTURE

ENGINEERING

PLANNING

INTERIORS

Traffic Analysis Technical Memorandum

City of Cannon Beach Police Station at US 101 Highway and Tolovana Mainline Road

Prepared by: Red Plains Professional, Inc. (RPP)

Project Planner: Chris Robideau, President and Director of Planning Professional Engineer: Keegan Peters, PE



EXPIRES: 12/31/2024

Summary of Project:

The City of Cannon Beach is navigating the Architectural and Engineering design process to construct the new approximately 5,270 sqft. Cannon Beach Police Station on the Cache Site which is located directly northeast of the intersection of US101 and Tolovana Mainline. The project is summarized with the following project schedule of events:

- 06/20/2023: The City of Cannon Beach Contracted Red Plains Professional Inc. to develop the traffic study required to gain approval for access for the development with Oregon Department of Transportation (ODOT).
- 06/20/2023 08/10/2023: Red Plains works with CIDA Architects to develop preliminary facility and site development plan and resulting Project Problem Statement (first step in ODOT Project Coordination). Field data collection, traffic counts, and turning movement counts are collected. Coordination meetings occurred with the shared user of the access road Tolovana Mainline, Nuveen Natural Capital representatives.
- 08/10/2023: ODOT Project Problem Statement submitted to ODOT with meeting request.
- 08/22/2023: ODOT, City of Cannon Beach Representatives, Nuveen, CIDA, and RPP met virtually to present, review, and discuss the Project Problem Statement to determine the level of Traffic Analysis that would be required to support the project. As important, the project team was seeking additional understanding of the level of improvement ODOT may require to the US 101 and Tolovana Mainline intersection in order to proceed with the project. Here is a summary of that meeting:

- o Introductions All
- Project Overview (previously submitted Problem Statement) Red Plains Professional, Inc. and CIDA Architects
- ODOT preliminary review comments:
 - Tolovana Mainline is an existing permitted shared access point on US 101.
 - The proposed development will not generate enough trips to have significant impact on US 101 or the existing access permit, therefore a full TIA will not be required.
 - The proposed development will not warrant needed improvements to US101 such as the addition of turning lanes or acceleration/deceleration lanes, therefore improvements to US 101 are not a requirement of this project.
 - The Northern Access point to the development site is not an existing permitted access point.
 - The City can generate and submit for consideration an additional access permit for the Northern Access point to the proposed development, but the application is likely to be denied given the black and white nature of ODOT regulations on highway access permits.
 - The City and Project Team should continue with their design process and prepare a conceptual intersection improvement plan detailing channelization and lane configurations for the Tolovana Mainline Access Road and provide that to ODOT for review and comment.
 - Recommendations were made to consider a 3-4 lane improved access permit to improve intersection safety for ingress and egress to US101/Development Site.
- City of Cannon Beach response comments:
 - Expressed the importance of two access points for the Police Station and the use and reasons why it should be considered/approved.
 - City will make the decision to submit an access permit to support the maintenance and improvement of the Northern Access Point.
- 08/24/2023: City of Cannon Beach representatives express to the A/E project team their desire stating the project need to have the north access permitted, but agree that the design must move forward within the ODOT access limitation to utilize the US 101 and Tolovana Mainline as the ingress and egress access point for the development for the time being. The City may still pursue additional permitting and design exceptions under separate project work.
- 08/24/2023 10/05/2023: A/E project team works through conceptual and preliminary design of the site and the Tolovana Mainline lane configurations, geometry, and layout.
- 10/06/2023: Traffic Analysis Technical Memorandum is drafted and finalized for submittal to the City of Cannon Beach and ODOT.



Current Conceptual Site Layout and Preliminary Design:

HWY 101 DGE OF GRAVEL SHOULDER N Ν POLICE STATION SCALE: 1" -20 EVISIONS MESORPTO POLICE STATION ENTRANCE CANNON BEACH, OREGON CANNON BEACH, OR. CONCEPT PLAN REDP

Preliminary Design and Graphic Illustrations of the Tolovana Mainline Access Road Lane Configuration, Channelization, and Geometry:

Tolovana Mainline Shared Access – Known Potential Safety Conflict

During the initial project discussion the City representative, CIDA, and Red Plains Professional met with the current shared use stakeholder, Nuveen Natural Capital representatives, and discussed their planned continued use of the intersection and access point. The discussion centered on the potential safety hazard that would be present due to logging trucks entering and existing US101 utilizing the improved intersection. Due to the location of an entrance gate on the south leg of Tolovana, entering and exiting the Nuveen property, trucks must stop and open/close the gate upon arrival only during infrequent use times. When active logging or other activities are ongoing with frequent use, the gate is left open and this conflict does not occur. The City and Nuveen are aware of this safety risk that will infrequently occur. The graphics below show the likely path of the largest potential load vehicle utilizing this intersection. An entering truck when stopped at the gate does block other lanes of traffic. An exiting truck also blocks other lanes of traffic depending on driver and path. While this will be an infrequent occurrence, it is something that we feel must be documented in the traffic analysis. The City representatives did ask Nuveen if it were possible to move the gate further back allowing a single truck enough room to stop at the gate and not block traffic lanes. Nuveen said the gate could not be relocated due to grade concerns further up the alignment.



Supporting Traffic Analysis Findings:

While a complete Traffic Impact Analysis was not performed after our preliminary meeting with ODOT officials in review of the Project Problem Statement, Red Plains Professional did complete preliminary traffic analysis to the level required to understand and verify the minimal impacts of the proposed development. This section provides that data collection and analysis for official documentation and future use.

Trip Generation Analysis:

A finding of "little to no measurable impact" was determined. With a resulting daily trips generated of 119 Trips per day with 17 Trips occurring during the PM peak hour, Red Plains concluded that detailed level of service (LOS) analysis was not required. This was supported by ODOT in our Problem Statement meeting. The intersection improvement needed to safely convey the ingress and egress of the police station facility users will operate at an acceptable LOS and the trips generated will not have an impact or degrade that LOS on the highway traffic/users. 5-20 year future growth projection of this specific planned development, also result in little to no impact. Unless additional development is later proposed for this area, the proposed intersection will operate at an acceptable LOS for years to come. The shared use daily volume of the access point is already recorded at approximately 2-4 trips per day as was witnessed in the field counts. The current volumes with additional police station trips combine for low impact to US 101.

Trip Generation Table City of Cannon Beach - Police Station on Tolovana Mainline and US101												
ITE ITE ITE Itensity Units Rate Generated Daily Entering Daily												
City of Cannon Beach Police Station												
Government Office Building	730	Museum	5.27	1,000 SQFT.	22.59	119	60	59				
	PM Peak Hour (Only) 17 7 10											
*Institute of Traffic Engineers (ITE) Tri	p Generatio	on Manuals, 11th E	Edition was uti	lized for this an	nalysis.							
** There is no Accurate Trip Generato statistics of the Government Office Bu consider these statistics for use in ou	r in ITE for a uilding ITE C ur analysis (police station. B ode 730. We also the intensity resul	ased on other looked at usir lted in about 5	studies of simil ng ITE Code 575 (5 trips per dayar	lar land uses and (Fire and Rescue S nd we are anticip	the police statio Station) but there ating more usage	n would best aligr were not enough for this specific fa	n with the studies to acility.				
Ті	rip Genera	tion Analysis is fo	or planning p	ourposes only								
Prepared by: Chris Robideau Date: 07/10/2023 REDPL/IN												
President	President											

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Traffic Count Map:



Mechanical Traffic Counts Collected:

Red Plains Professional did perform three mechanical pneumatic traffic counters on US 101 located in strategic location intended to support full traffic impact analysis if needed: One north of the project site, the second just south of the project site and before the main southern entrance to the south end of Cannon Beach (S. Hemlock Street), and the third was located south of S. Hemlock Street all on US 101. The mechanical counts were set for a minimum of a 24-hour period collected on weekdays during what would be considered peak seasons for seasonal adjustment factor application/adjustment. The mechanical counts were collected on 07/31/2023 - 08/01/2023. Both the vehicle classification and vehicle speed reports for all three locations are provided in the memorandum attachments.

Manual Peak Hour Turning Movement Counts:

Manual Peak hour turning movement counts were collected at two intersections within the study area to support analysis and conclusions. The Manual Counts were collected from 7:00–9:00AM and 4:00–6:00PM on 07/31/2023. Due to the limited trips generated by the proposed police station development, level of service analysis was not required. The AM and PM peak hour counts specific to/from the project intersection, were very low. Accessing Tolovana Mainline specifically, the existing trips were: During the AM Count a total of 4 trips were witnessed, with zero (0) during the PM Count. The access point is used very minimally.

Conclusions

A full Traffic Impact Analysis is not required per ODOT regulations given the nature of the proposed development. ODOT concurred and approved the technical project team to proceed into the design process. The Traffic Analysis Technical Memorandum is written to conclude the traffic impact analysis, investigation, and study developed in preparation of the access design. The City of Cannon Beach, CIDA, and Red Plains Professional (the project technical team) are moving forward into the design process. As we navigate the design process we will continue to include and coordinate with City of Cannon Beach, the area's public, the shared access user Nuveen, and ODOT at critical points. Once the 30% plan set is complete it is recommended that the technical project team reach back out to ODOT for approval of the preliminary design and access road configuration. This will give the ODOT team further opportunity to recommend and shape the needed design components in which they will ultimately permit and approve for construction through the review process prior to construction.

Note on secondary (north) access to US101: As it pertains to attempting to justify and get permitted through ODOT, the northern access point as a "back entrance" utilized by law enforcement officials and staff only, it is recommended that a separate written analysis be completed in an attempt to justify this access point for other reasons outside of its necessity for safe ingress and egress to US101. As is well-documented and has been discussed within the technical team, there are many other police stations that are supported by two separate access roads with similar spacing on main state highways and interstate roads of similar classification to US101 in this area.

Attachments:

The following attachments are full size graphics of maps and exhibits provided within this Traffic Analysis Technical Memorandum. We have also provided the traffic count details which were utilized to support a finding of "no impact".

(Written Report End)

Original Problem Statement: Submittal Date- 08/10/2023

ODOT Review Meeting Date: 08/22/2023

Project Problem Statement

City of Cannon Beach Police Station at US 101 Highway and Tolovana Mainline Road

Section 1. Project Description

The City of Cannon Beach (CCB) has realized the need for an improved facility to preserve and enhance the services provided through the City Hall and Police Station. Below are some details about the proposed development and the needs driving the project:

- The City's goal for the Police Station project is to develop a structure that will facilitate the department's ability to provide exceptional day to day municipal services, while being constructed to withstand the impacts of natural disasters and become the epicenter of all phases of resiliency efforts.
- The City should facilitate the location of new essential facilities above the tsunami inundation line. The City intends to use the SouthWind site for critical and essential facilities and services because the property is largely above the reach of the largest predicted tsunami.
- The current City Hall/Police Station facility started its life 70 years ago as a lumber yard and has been modified over the years to house a City Hall and Police Station. During initial construction or in subsequent modifications there has been no obvious attempt to incorporate any structural elements that would make it even minimally resistant to a small to medium earthquake or tsunami event.
- After a significant natural event, residents will expect, even demand, enhanced performance from staff to manage search and rescue, street clearing, debris removal and utility restoration to improve conditions to the point that our residents and businesses will be able to start to rebuild their homes and businesses.
- Given the structural condition of the current facility, these activities will occur without the benefit of any emergency response equipment, communications technology or communications gear that had been in the current City Hall/Police Station at the time of the event.
- Most modern buildings of which we are all familiar (commercial, schools) are constructed to withstand the effects of an earthquake long enough to allow

occupants to be able to exit safely. They are not required to be designed to be usable after the event.

- The Police Station will be an emergency facility designed and constructed to provide both protection for occupants within the structure during an event and to be functional immediately afterwards to provide and coordinate emergency operations and recovery operations. A well-constructed City Police Station will be an investment for and by the residents and businesses to have the City Staff in the best positions to assist, protect and help them rebuild their lives in the event of a disaster.
- What will the benefit of a Police Station be after an event:
 - The structure will be constructed to facilitate a quick transition from offices to an emergency management facility.
 - Back-up power and communication systems will be built in and protected within the facility - PD will be able to coordinate and assist in search and rescue as well as other public safety issues as they arise.
 - The Police Department portion of the facility will also be hosting at least 50 police officers from numerous jurisdictions and will be the City agency that will be getting most of the inquiries in the first few days after an event.
- Here are some of the risks that we accept if we do not build a new City Hall/Police Station:
 - If it is a medium earthquake or tsunami, the existing City Hall/Police Station will most likely collapse due to the construction materials and methods originally used when it was built to function as a lumber yard.
 - Any information or equipment such as computers, Police gear, PW equipment, paper copies of utility system plans, or any equipment meant for or that would be used in responding or managing the crisis will be lost.
 - There will be no reliable location for citizens or their family members can go to seek help or information.
 - City staff will have no place from which to work or a location where we can tell outside resources coming to help to respond.
 - We will not have a place where we can effectively manage the influx and efforts of heavy equipment companies, search and rescue personnel, first responders, utility contractors, debris management companies, mass care providers and volunteers.

Through preliminary planning efforts, the City has identified a property within their City Limits and within their Urban Growth Boundary, as the slated home of the relocated and

expanded CCB Police Station. The relocation of the Police Station to this new site will allow for expansion of the City Hall Facility at it existing shared location. Below if a map of the proposed project location which can be generally described as being located in the southeast corner of the City limits and directly located in the northeast corner of the intersection of US101 and Tolovana Mainline Road.

Map 1.1 - Project Location Map - Regional



Map 1.2 - Project Location Map - CCB City Limits and Zoning Map



Map 1.3 – Project Location Map – Development Site



Map 1.4 – Project Location Map - Preliminary Police Department Site Plan

In this site Plan it is the intention of City to maintain two access points to US 101 (55MPH). The north access point is proposed as an exit only to be used by law enforcement officers only accessing the secure fenced lot. The South Entrance is proposed to be an improved share use entrance with the Land Owner to the South – Nuveen (formerly Greenwood Timber).





CANNON BEACH POLICE DEPARTMENT CANNON BEACH, OREGON

Section 2. Problem Constraints

- 1. What is the Purpose and Need for the work? CCB plans to develop their new and expanded police station estimated at 3,500 square feet for the reasons identified in the project description on a new undeveloped site adjacent to US 101. CCB is responsibly planning the development with consideration of the new facility's required transportation improvement, designed in a manner to adequately provide safe ingress and egress to the site while having minimal impacts to the current trips on the north south running US101. Early in the planning process, CCB would like to engage with Oregon DOT (ODOT) Highway Division, Traffic-Roadway Division Roadway, and Regional Traffic Unit through the direct coordination with the Transportation District Manager and team, to determine the level of Traffic Impact Analysis (TIA) required to support this evaluation. In preliminary planning for this new facility CCB is also working to get a better understanding of the potential related costs of the overall development, to include potential required transportation system improvement to Tolovana Road and its intersection with US101.
- 2. What questions need to be answered? CCB is engaged with Red Plains Professional Inc. and CIDA Architects to plan, design, and estimate this new facility and infrastructure development. The questions are:
 - What level of TIA would ODOT like to see that will support permitting and approval of the CCB development?
 - Are there other area developments that should be considered and accounted for when completing a responsible TIA for this site?
 - What are the recommendations from ODOT for improvement to the US101 and Tolovana Road intersection to accommodate this development? (we would like to start collaboration as soon as possible to aid in the development of the TIA alternatives)
 - What level of analysis is needed to support the needed two access points for this development to provide the needed ingress and egress options for the CCB Police Station? The North Access will be used solely by the police station and city staff accessing the secure parking area and provide secondary access should primary access ever be blocked.
 - Should CCB plan to use the existing Tolovana Road intersection/access point for the access for this development?
 - Should CCB plan to develop another access point slightly north of the Tolovana Road access point to avoid impacting current users/usage?
- 3. What key issues should be considered?
 - CCB is mostly concerned about planning and designing safe ingress and egress to this proposed development while trying to understand and estimate the needed infrastructure improvement required to support the development and access permitting from ODOT.

- Analysis consideration in the TIA's projected traffic scenarios should be given to the other known regional and area developments.
- Coordination and collaboration must be considered to maintain access to the existing users of the Tolovana Road. The resulting designs must support safe dual use of this access point to and from the proposed development at the intersection of US 101 and Tolovana Road.
- 4. What are the Goals and Objectives of the work? Coordinate early and often throughout the life of the project with ODOT on the design development of this transportation infrastructure and project to ensure approval/permitting and efficiently navigate the required improvements determined through a collaborative effort. Ultimately developing a safe facility with well-designed ingress and egress to the new CCB Police Station, intended to maintain two access points to US 101.
- Who is the audience? CCB Project Representatives, ODOT Representatives, Red Plains Professional, Inc. (contracted Project Planners and Engineers), CIDA (contracted Project Planners and Architects), and current users of the Tolovana Mainline Road.
- 6. At what level will the work need to be analyzed and evaluated? We are asking ODOT for additional clarification on this. At present a TIA is contracted for completion that will include the collection of mechanical traffic counts, manual peak hour turning movement counts, trip generation, and associated analysis require to present existing conditions and project future conditions. The data to be collected will supplement the existing data provided by ODOT's Transportation Data Section (TDS) to be researched as part of the TIA.
- 7. What types of alternatives need to be evaluated? A combination of alternatives need to be preliminarily discussed with ODOT with the goal to reduce the number of alternatives early in the planning process to reduce the number of scenarios analyzed in the TIA. The City and project team are not anticipating this facility to be a significant trip generator in a manner that will warrant significant highway improvements, meanwhile for the operation of the public safety facility, maintaining two access points is important to site operations. Internal access road and site configurations are the two main alternatives and how they will interact with the Tolovana Mainline Road Intersection. In combination with those, what improvements may be needed on US101 in relation to each potential configuration? Many variable and alternatives to preliminarily discuss and shorten are provided. In preliminary planning level discussions with ODOT we are hopeful to reduce the alternatives for analysis to one or two that all parties find acceptable/feasible to permit and construct for betterment and preservation of the transportation network. The preliminary alternatives are identified below:
 - o Primary and Secondary Access Road Configurations:

- Option #1 Improvement of one shared access point from US101 utilizing an improved Tolovana Mainline Road intersection as an improved stop controlled access:
 - Option 1A: Maintain Tolovana Mainline Road as the primary route with a secondary stop controlled access to the Police Station.



• Option 1B: Redesign the access road making the Police Station access the primary road with the Tolovana Mainline as a stop controlled secondary access road.



Already ruled out due to conflict between Tolovana Mainline truck usage Gate and stopping geometry.

Option #2 – Do not utilize the Tolovana Mainline Road as the access to the Police Station and improve the northern existing access to the site for all ingress and egress. This is the least desired option giving the grade challenges and limits this access point would provide to the site and facility function.



 Option #3 – Develop a "loop road" to access the site utilizing both the north and south existing access points to US101. Improve the Tolovana Mainline Intersection as the south access point and improve the existing north access point with a connection road through the site. This is the desired configuration and either option, A or B would allow for proper site function. The north access point to US 101 is proposed at this time to be an exit only utilized only by the law enforcement officers and Police Department staff.



Option 3A: For the south access, maintain Tolovana Mainline Road as the primary route with a secondary stop controlled access to the Police Station. Improve the north access point as well.



• Option 3B: For the south access, redesign the access road making the Police Station access the primary road with the Tolovana Mainline as a stop controlled secondary access road. Improve the north access point as well.



- o US101 Turning Lane Configurations Requirements:
 - Will widening of US101 be required to accommodate dedicated turn lanes to safely queue turning vehicles out of the main northbound and/or southbound travel lanes?
 - Alternative #1 No Widening: Widening is not justified in the TIA and is not part of the improvement project.



• Alternative #2 US101 South Bound Center Left Turn Lane: Is the AADT high enough on US101 in combination with a high enough site development trip generation level, to negatively impact the level of service (LOS) and vehicle capacity (V/C) of the intersection and highway to the point of requiring a dedicated southbound left turn lane with proper queue lengths? Is this improvement going to be justified/warranted by impacts analyzed in the TIA?



• Alternative #3 US 101 Northbound Right Turn Lane: With no widening to support the establishment of the southbound left turn lane, should a southbound left turn be disallowed or blocked to prevent negative impacts? If yes, does the TIA analysis still justify or warrant widening US101 to allow for a northbound left tune deceleration lane if all access to the Police Station is proposed from a northbound right in movement?



*Already ruled out in discussion with Nuveen (adjacent land owner). The majority of their trucks need to make this southbound left turn.

- 8. What evaluation measures will be used?
 - We will collect 3 Mechanical 24-Hour Traffic Counts and compare those to the ODOT TVT_2021 Volumes collected on the "Oregon Coast Highway No. 9" Site ID's of 1008 (AADT 8320) and 19001 (AADT 6723). Our counts will provide current year data including vehicle classification and speed reports.
 - We will collect 2 Manual AM and PM Peak Hour Turning Movement Counts to provide us baseline existing count information and turning movement data at the intersections of US101 and Tolovana Mainline Road, as well as US101 and S. Hemlock Street.
 - We will meet and coordinate early and often with ODOT to ensure the proper steps are being taken to plan for and develop the TIA.
 - From there we will follow the ODOT Analysis Procedures Manual (APM), Version 2, dated April 2023 to complete a TIA and evaluate the development impacts on the US101 and related project intersection LOS.
- 9. What is the overall and traffic analysis study area, if different? We will be studying US101 "Oregon Coast Highway No. 9" from milepost 31 to 32 with focused analysis on the intersection of US101 and Tolovana Mainline Road.

10. What types of useable information and tools are available and practical? ODOT's Website and GIS portal provide an significant amount of historic data providing baseline information for the study. That combined with the procedures identified in the ODOT APM and field data collected by Red Plains Professional and we have excellent data and clear guidelines for the project and analysis.

Section 3. Schedule, Resource, and Budget Constraints

- 1. What is the timeframe for the analysis work? TIA and project analysis to be complete by September 15th, 2023.
- 2. What are the impacts from changes to Purpose and Need? TBD beyond what has been expressed herein.
- 3. What are the risks from outside sources such as other jurisdictions, stakeholders, and private citizens? For example, local concerns/issues/ politics can easily add time to a projected schedule.
 - The main risks and concerns:
 - Navigating a planning and coordination effort, the TIA, and eventual permitting in a efficient streamlined and cost effective manner.
 - ODOT requirements for significant transportation infrastructure improvements/investments to US101 to support the New Development of the Police Station at this location.
 - Local users of the Tolovana Mainline Road may have concerns or reservations about the City of Cannon Beach development plans for this property with potential impacts to the existing shared transportation infrastructure at the intersection of US101 specifically.
- 4. Are there outside factors or time constraints that may dictate delivery of work items? For example, crash information is needed but cannot be obtained in the specified time frame. None at this time
- 5. What resources are available? Are they internal or external? Resources at the CCB, within ODOT, and to be collected as part of the research/planning and TIA Analysis are available for the project. They are internal to the project team.
- 6. Are tasks dependent on resources not within analyst's control? TBD
- 7. Does the project funding require certain analysis tools and procedures? No, we will be following the ODOT procedures as identified in the APM.

- 8. Is the budget adequate to perform the desired analysis and data collection? Yes at this time we believe so.
- 9. What is the availability and quality of existing data? TBD in the research and planning stages of the TIA.
- 10. Can the work be divided? Are tasks independent of each other? Are tasks sequential or concurrent? Task for this study are very much sequential and dependent of procedure.

Section 4. Additional Details

- Given the above mentioned evaluation measures and other issues what are the likely performance measures that will be needed?
 - Existing AADT information
 - Existing Crash Statistics in the study area
 - Supplemental field data collection of current year ADT and turning movements.
- Likely tools to be used?
 - ODOT Website Research and use of data from ODOT's Transportation Data Section (TDS)
 - Coordination/Collaboration with ODOT's Regional Traffic Unit through direct coordination with the Transportation District Manager and team.
 - JAMAR Pneumatic Traffic Counters and Manual Turning movement Count Collection by Red Plains Field Technicians.
 - Trip Generation analysis will be completed utilizing the latest version of the ITE Trip Generation Manuals.
 - LOS, V/C, and Queue Length analysis will be performed in HCS McTrans.

File Name: Untitled Axle Classification Start Date: 7/31/2023 Start Time: 7:00:00 AM Site Code: 1 Location 1: US 101 Location 2:



Hour	Date	Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Not Classed
1	7/31/2023	07:00 AM	4	87	51	3	40	1	0	5	1	4	0	0	0	18
2	7/31/2023	08:00 AM	3	146	77	4	62	10	0	10	2	2	0	1	1	17
3	7/31/2023	09:00 AM	3	219	114	5	64	5	1	18	2	1	0	0	1	21
4	7/31/2023	10:00 AM	18	347	148	9	106	6	1	18	2	1	0	0	1	18
5	7/31/2023	11:00 AM	6	355	162	9	99	8	0	18	0	1	0	0	2	25
6	7/31/2023	12:00 PM	8	358	183	10	102	5	0	35	0	1	0	0	1	27
7	7/31/2023	01:00 PM	5	383	179	5	96	3	0	21	2	2	0	0	0	67
8	7/31/2023	02:00 PM	4	403	186	4	107	1	0	16	3	3	0	0	0	75
9	7/31/2023	03:00 PM	7	407	185	6	106	1	0	15	0	0	0	0	0	35
10	7/31/2023	04:00 PM	12	371	194	4	102	1	0	15	0	1	0	0	1	19
11	7/31/2023	05:00 PM	8	324	162	5	74	1	0	12	1	0	0	0	0	18
12	7/31/2023	06:00 PM	4	225	125	0	47	0	0	4	0	0	0	0	1	13
13	7/31/2023	07:00 PM	4	171	73	2	42	0	0	7	1	0	0	0	0	14
14	7/31/2023	08:00 PM	1	106	47	3	28	0	0	0	0	0	0	0	0	1
15	7/31/2023	09:00 PM	1	80	30	0	19	0	0	1	1	0	0	0	0	0
16	7/31/2023	10:00 PM	1	42	9	0	10	0	0	0	0	0	0	0	0	0
17	7/31/2023	11:00 PM	1	22	13	0	3	0	0	0	0	0	0	0	0	0
18	8/1/2023	12:00 AM	0	12	2	0	0	0	0	0	0	0	0	0	0	0
19	8/1/2023	01:00 AM	0	3	4	0	0	0	0	0	0	0	0	0	0	0
20	8/1/2023	02:00 AM	0	5	2	2	1	0	0	1	0	0	0	1	1	0
21	8/1/2023	03:00 AM	0	3	0	2	4	0	0	1	0	2	0	0	0	1
22	8/1/2023	04:00 AM	0	7	5	2	12	1	0	2	0	0	0	0	1	1
23	8/1/2023	05:00 AM	0	15	9	2	4	0	0	1	0	2	0	1	0	0
24	8/1/2023	06:00 AM	10	51	33	4	17	0	0	6	1	2	0	0	1	4
Raw ADT by C	Class		100	4142	1993	81	1145	43	2	206	16	22	0	3	11	374
Total Raw AD	Т			81	38											
Total Heavy Vehicle Raw ADT 1529 19%					19%											
Total Bike Tri	ps Raw ADT			100	1%											



File Name: Untitled Speed Classification Start Date: 7/31/2023 Start Time: 7:00:00 AM Site Code: 1 Location 1: US 101 Location 2:



Hour	Date	Time	1-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81-85	86-90	91-95	96+
1	7/31/2023	07:00 AM	24	3	4	21	47	64	41	7	3	0	0	0	0	0
2	7/31/2023	08:00 AM	20	8	12	42	100	103	45	5	0	0	0	0	0	0
3	7/31/2023	09:00 AM	23	5	13	53	137	145	65	12	1	0	0	0	0	0
4	7/31/2023	10:00 AM	24	22	26	96	204	221	73	9	0	0	0	0	0	0
5	7/31/2023	11:00 AM	29	20	35	107	233	191	59	11	0	0	0	0	0	0
6	7/31/2023	12:00 PM	33	16	56	89	237	205	87	5	2	0	0	0	0	0
7	7/31/2023	01:00 PM	70	21	49	116	240	194	64	9	0	0	0	0	0	0
8	7/31/2023	02:00 PM	81	19	30	109	255	219	76	9	3	0	0	0	0	1
9	7/31/2023	03:00 PM	47	18	43	108	239	229	67	11	0	0	0	0	0	0
10	7/31/2023	04:00 PM	27	24	50	97	216	211	81	12	1	0	1	0	0	0
11	7/31/2023	05:00 PM	26	22	45	86	168	163	79	15	1	0	0	0	0	0
12	7/31/2023	06:00 PM	17	10	26	52	100	123	73	15	3	0	0	0	0	0
13	7/31/2023	07:00 PM	20	15	15	23	72	97	57	13	1	1	0	0	0	0
14	7/31/2023	08:00 PM	1	8	3	17	44	59	42	11	1	0	0	0	0	0
15	7/31/2023	09:00 PM	0	2	11	14	33	52	17	3	0	0	0	0	0	0
16	7/31/2023	10:00 PM	0	1	2	8	10	22	14	4	1	0	0	0	0	0
17	7/31/2023	11:00 PM	1	1	1	3	5	15	8	5	0	0	0	0	0	0
18	8/1/2023	12:00 AM	0	0	1	2	4	4	1	2	0	0	0	0	0	0
19	8/1/2023	01:00 AM	0	0	0	1	1	2	2	0	1	0	0	0	0	0
20	8/1/2023	02:00 AM	1	0	0	2	2	3	3	1	1	0	0	0	0	0
21	8/1/2023	03:00 AM	1	0	0	0	2	5	4	1	0	0	0	0	0	0
22	8/1/2023	04:00 AM	1	0	0	1	4	10	10	5	0	0	0	0	0	0
23	8/1/2023	05:00 AM	1	0	1	5	3	11	9	3	1	0	0	0	0	0
24	8/1/2023	06:00 AM	5	1	1	3	18	52	36	12	0	1	0	0	0	0
Raw ADT by Speed 452 216 424				424	1055	2374	2400	1013	180	20	2	1	0	0	1	
Total Raw ADT 8138					38											


File Name: Untitled Axle Classification Start Date: 7/31/2023 Start Time: 7:00:00 AM Site Code: 2 Location 1: US 101 Location 2:



Hour	Date	Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Not Classed
1	7/31/2023	07 [.] 00 AM	1	104	55	3	34	4	0	5	0	4	0	0	0	2
2	7/31/2023	08:00 AM	4	148	81	5	48	9	2	10	2	1	0	1	2	
3	7/31/2023	09:00 AM	3	245	122	3	61	5	1	14	2	2	0	0	1	13
4	7/31/2023	10:00 AM	9	374	145	7	78	8	0	18	3	1	0	0	1	21
5	7/31/2023	11:00 AM	7	374	154	8	69	7	0	16	0	1	0	0	0	23
6	7/31/2023	12:00 PM	10	385	161	6	72	5	0	31	0	1	0	0	0	30
7	7/31/2023	01:00 PM	2	454	145	8	75	2	0	22	3	1	0	0	0	27
8	7/31/2023	02:00 PM	7	498	159	4	91	2	0	16	2	3	0	0	2	16
9	7/31/2023	03:00 PM	7	498	149	4	99	0	0	17	2	0	0	0	0	16
10	7/31/2023	04:00 PM	6	425	164	3	80	1	0	13	0	1	0	0	1	12
11	7/31/2023	05:00 PM	9	350	134	5	52	1	1	9	2	0	0	0	0	16
12	7/31/2023	06:00 PM	3	262	88	0	36	1	0	4	0	0	0	0	1	3
13	7/31/2023	07:00 PM	3	175	57	2	31	0	0	6	1	0	0	0	0	4
14	7/31/2023	08:00 PM	1	110	37	1	23	0	0	1	0	0	0	0	0	7
15	7/31/2023	09:00 PM	1	91	26	0	16	0	0	1	1	0	0	0	0	0
16	7/31/2023	10:00 PM	0	45	6	0	8	0	0	0	0	0	0	0	0	0
17	7/31/2023	11:00 PM	1	27	9	0	2	0	0	0	0	0	0	0	0	0
18	8/1/2023	12:00 AM	0	13	2	0	0	0	0	0	0	0	0	0	0	0
19	8/1/2023	01:00 AM	0	4	4	0	0	0	0	0	0	0	0	0	0	0
20	8/1/2023	02:00 AM	0	5	2	2	1	0	0	0	0	0	0	1	1	0
21	8/1/2023	03:00 AM	0	3	0	1	4	1	0	1	0	2	0	0	0	0
22	8/1/2023	04:00 AM	0	8	6	2	11	1	0	2	0	0	0	0	1	1
23	8/1/2023	05:00 AM	0	14	8	2	4	0	0	0	1	2	0	0	0	1
24	8/1/2023	06:00 AM	10	59	32	2	16	2	0	7	2	2	0	0	0	2
Raw ADT by C	Class		84	4671	1746	68	911	49	4	193	21	21	0	2	10	205
Total Raw AD	Т			79	85											
Total Heavy V	ehicle Raw	ADT		1279	16%											
Total Bike Tri	ps Raw ADT	•		84	1%											



File Name: Untitled Speed Classification Start Date: 7/31/2023 Start Time: 7:00:00 AM Site Code: 2 Location 1: US 101 Location 2:



Hour	Date	Time	1-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81-85	86-90	91-95	96+
1	7/31/2023	07:00 AM	11	3	2	21	71	66	31	5	2	0	0	0	0	0
2	7/31/2023	08:00 AM	17	7	11	50	101	114	20	4	0	0	0	0	0	0
3	7/31/2023	09:00 AM	34	8	12	67	163	139	41	8	0	0	0	0	0	0
4	7/31/2023	10:00 AM	35	13	17	154	248	157	36	5	0	0	0	0	0	0
5	7/31/2023	11:00 AM	28	12	37	107	270	163	40	2	0	0	0	0	0	0
6	7/31/2023	12:00 PM	44	5	25	119	283	189	31	4	1	0	0	0	0	0
7	7/31/2023	01:00 PM	36	13	48	154	268	175	40	5	0	0	0	0	0	0
8	7/31/2023	02:00 PM	25	6	25	161	349	191	36	4	3	0	0	0	0	0
9	7/31/2023	03:00 PM	30	19	32	141	274	236	52	8	0	0	0	0	0	0
10	7/31/2023	04:00 PM	17	18	36	118	274	189	50	3	1	0	0	0	0	0
11	7/31/2023	05:00 PM	24	23	25	90	207	159	45	5	1	0	0	0	0	0
12	7/31/2023	06:00 PM	7	5	16	50	111	143	56	9	1	0	0	0	0	0
13	7/31/2023	07:00 PM	5	6	9	24	85	99	42	8	0	1	0	0	0	0
14	7/31/2023	08:00 PM	9	9	3	11	38	74	25	9	1	1	0	0	0	0
15	7/31/2023	09:00 PM	4	2	11	18	42	46	12	0	0	1	0	0	0	0
16	7/31/2023	10:00 PM	0	2	1	5	16	14	16	5	0	0	0	0	0	0
17	7/31/2023	11:00 PM	1	1	2	5	4	17	7	2	0	0	0	0	0	0
18	8/1/2023	12:00 AM	0	1	0	4	5	4	1	0	0	0	0	0	0	0
19	8/1/2023	01:00 AM	1	0	0	1	1	2	2	0	1	0	0	0	0	0
20	8/1/2023	02:00 AM	0	0	0	4	0	4	3	1	0	0	0	0	0	0
21	8/1/2023	03:00 AM	0	0	0	0	4	7	1	0	0	0	0	0	0	0
22	8/1/2023	04:00 AM	2	0	0	2	7	9	10	2	0	0	0	0	0	0
23	8/1/2023	05:00 AM	2	0	0	2	9	11	7	0	1	0	0	0	0	0
24	8/1/2023	06:00 AM	2	3	1	6	24	66	23	8	0	1	0	0	0	0
Raw ADT by	Speed		334	156	313	1314	2854	2274	627	97	12	4	0	0	0	0
Total Raw AD	DT			79	85											



File Name: Untitled Axle Classification Start Date: 7/31/2023 Start Time: 8:00:00 AM Site Code: 3 Location 1: US 101 Location 2:



Hour	Date	Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Not Classed
1	7/31/2023	08·00 AM	Α	187	75	1	32	13	0	10	2	1	0	1	2	7
2	7/31/2023	09:00 AM	5	283	103	2	33	6	1	13	2	2	0	0	1	10
3	7/31/2023	10.00 AM	7	453	118	4	49	7	0	10	2	0	0	0	0	17
4	7/31/2023	11:00 AM	6	446	113	9	54	8	1	10	0	3	0	0	0	26
5	7/31/2023	12:00 PM	11	480	128	4	47	11	0	29	0	0	0	0	1	26
6	7/31/2023	01:00 PM	5	525	113	4	51	6	1	16	2	1	0	0	0	20
7	7/31/2023	02:00 PM	3	561	129	2	57	4	0	12	2	3	0	0	2	20
8	7/31/2023	03:00 PM	7	549	129	3	55	1	0	12	1	0	0	0	0	27
9	7/31/2023	04:00 PM	7	484	132	4	48	2	0	11	0	1	0	0	0	22
10	7/31/2023	05:00 PM	10	407	104	5	24	1	0	8	0	1	0	0	1	16
11	7/31/2023	06:00 PM	3	303	62	0	18	1	0	2	0	0	0	0	1	9
12	7/31/2023	07:00 PM	4	207	43	2	19	1	0	3	1	0	0	0	0	3
13	7/31/2023	08:00 PM	1	139	21	1	17	0	0	1	0	0	0	0	0	1
14	7/31/2023	09:00 PM	1	104	18	0	9	0	0	1	1	0	0	0	0	3
15	7/31/2023	10:00 PM	0	50	4	0	5	0	0	0	0	0	0	0	0	1
16	7/31/2023	11:00 PM	1	28	5	0	0	0	0	0	0	0	0	0	1	0
17	7/31/2023	12:00 AM	0	14	1	0	0	0	0	0	0	0	0	0	0	0
18	8/1/2023	01:00 AM	0	4	4	0	0	0	0	0	0	0	0	0	0	0
19	8/1/2023	02:00 AM	0	5	3	1	0	1	0	0	0	0	0	1	1	0
20	8/1/2023	03:00 AM	0	3	2	0	2	2	0	1	0	2	0	0	0	0
21	8/1/2023	04:00 AM	0	10	7	2	8	1	0	2	0	0	0	0	1	0
22	8/1/2023	05:00 AM	0	16	7	1	3	0	0	0	1	2	0	1	0	0
23	8/1/2023	06:00 AM	10	67	29	2	10	3	1	6	3	1	0	0	0	3
24	8/1/2023	07:00 AM	0	130	58	1	16	4	0	5	3	3	0	0	0	5
Raw ADT by C	Class		85	5455	1408	48	557	72	4	152	20	20	0	3	11	216
Total Raw AD	Т			80	51											
Total Heavy V	ehicle Raw	ADT		887	11%											
Total Bike Tri	ps Raw ADT	•		85	1%											



File Name: Untitled Speed Classification Start Date: 7/31/2023 Start Time: 7:00:00 AM Site Code: 3 Location 1: US 101 Location 2:



Hour	Date	Time	1-35	36-40	41-45	46-50	51-55	56-60	61-65	66-70	71-75	76-80	81-85	86-90	91-95	96+
1	7/31/2023	07:00 AM	8	4	16	92	129	72	14	0	0	0	0	0	0	0
2	7/31/2023	08:00 AM	14	5	32	127	180	84	18	1	0	0	0	0	0	0
3	7/31/2023	09:00 AM	18	11	78	188	249	108	13	1	1	0	0	0	0	0
4	7/31/2023	10:00 AM	28	16	71	173	257	110	20	1	0	0	0	0	0	0
5	7/31/2023	11:00 AM	28	8	57	216	286	122	18	2	0	0	0	0	0	0
6	7/31/2023	12:00 PM	21	17	70	208	280	126	19	2	0	0	1	0	0	0
7	7/31/2023	01:00 PM	21	6	51	251	325	115	25	1	0	0	0	0	0	0
8	7/31/2023	02:00 PM	28	8	51	203	320	139	34	0	1	0	0	0	0	0
9	7/31/2023	03:00 PM	24	9	41	159	258	194	25	1	0	0	0	0	0	0
10	7/31/2023	04:00 PM	20	16	40	149	196	133	21	2	0	0	0	0	0	0
11	7/31/2023	05:00 PM	9	5	26	86	162	89	16	3	1	1	0	1	0	0
12	7/31/2023	06:00 PM	4	6	16	68	89	74	25	1	0	0	0	0	0	0
13	7/31/2023	07:00 PM	6	3	8	27	65	53	14	5	0	0	0	0	0	0
14	7/31/2023	08:00 PM	5	1	13	33	49	30	5	0	1	0	0	0	0	0
15	7/31/2023	09:00 PM	1	1	1	12	19	18	6	2	0	0	0	0	0	0
16	7/31/2023	10:00 PM	0	1	0	7	14	11	2	0	0	0	0	0	0	0
17	7/31/2023	11:00 PM	0	0	1	6	4	3	1	0	0	0	0	0	0	0
18	8/1/2023	12:00 AM	0	0	1	2	2	2	0	1	0	0	0	0	0	0
19	8/1/2023	01:00 AM	0	0	1	2	3	4	2	0	0	0	0	0	0	0
20	8/1/2023	02:00 AM	0	0	0	1	6	4	1	0	0	0	0	0	0	0
21	8/1/2023	03:00 AM	0	1	1	2	13	9	5	0	0	0	0	0	0	0
22	8/1/2023	04:00 AM	0	0	1	5	12	11	1	1	0	0	0	0	0	0
23	8/1/2023	05:00 AM	3	0	3	17	53	46	12	1	0	0	0	0	0	0
24	8/1/2023	06:00 AM	5	0	6	58	96	53	5	1	1	0	0	0	0	0
Raw ADT by	Speed		243	118	585	2092	3067	1610	302	26	5	1	1	1	0	0
Total Raw AD	DT			80)51											



Southbound

Study Name:Cannon Beach AM HemlockDate:Monday, Jul 31 2023Location:TMC BObserver:JasonWeather:""



Northbound

Eastbound S Hemlock

Southbound

Study Name:Cannon Beach AM Tolovana MainlineDate:Monday, Jul 31 2023Location:TMC AObserver:JasonWeather:""



Eastbound

Study Name:Cannon Beach - PM S HemlockDate:Monday, Jul 31 2023Location:TMC BObserver:JasonWeather:ClearComments:""



Created with Traffic Count for iOS

Eastbound

S Hemlock

Study Name:Cannon Beach - PM Tolovana MainlineDate:Monday, Jul 31 2023Location:TMC BObserver:JasonWeather:ClearComments:""



Southbound

Eastbound

Northbound

MOTOR VEHICLE CRASH DATA REVIEW AND ANALYSIS

OVERVIEW AND STUDY AREA MAP

The data source for the following analysis was ODOT's Oregon Transportation Safety Data Explorer (OTSDE)¹, a GIS web mapping application. Crash Data for the period of January 1, 2015 to December 31, 2020.

The Cannon Beach Tolovana Traffic Impact Analysis study area includes US 101 MP 30-31.8, including intersections of S Hemlock St, Tolovana Marina, and the Tolovana Park interchange. See the following map.



Figure 1 – Map of Study Area.

¹ Oregon Department of Transportation (ODOT), OTSDE web mapping application <u>Oregon Transportation Safety</u> <u>Data Explorer (OTSDE) (arcgis.com)</u>

ODOT	Crash 2015-2020	Table Part 1	
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Crash #	Crash ID	Crash Date	Year	Mix	Туре	Motor Vehicle Inolvement With	Severity	Surface Condition	Vulnerable Road User
1	1634777	2015-12-31	2015	1 Vehicle	Struck Fixed Object	Single Vehicle and Fixed Object	Property Damage Only	Dry	No VRU Involved
2	1665896	2016-08-19	2016	2 Vehicles	Turning movement-From same direction	Multiple Vehicles	Moderate Injury	Dry	No VRU Involved
3	1661052	2016-09-07	2016	1 Vehicle	Struck Fixed Object and Overturned	Single Vehicle and Fixed Object	Serious Injury	Dry	No VRU Involved
4	1688230	2016-02-20	2016	1 Vehicle	Struck Fixed Object	Single Vehicle and Fixed Object	Property Damage Only	Ice	No VRU Involved
5	1674145	2016-01-26	2016	1 Vehicle	Struck Fixed Object and Overturned	Single Vehicle and Fixed Object	Property Damage Only	Wet	No VRU Involved
6	1740216	2017-09-10	2017	1 Vehicle	Struck Fixed Object and Overturned	Single Vehicle and Fixed Object	Serious Injury	Dry	No VRU Involved
7	1739296	2017-08-06	2017	2 Vehicles	Head-On	Multiple Vehicles	Moderate Injury	Dry	No VRU Involved
8	1821654	2018-12-04	2018	2 Vehicles	Turning movement-From opposite direction-one left turn,one straight	Multiple Vehicles	Property Damage Only	Dry	No VRU Involved
9	1817582	2018-12-16	2018	1 Vehicle	Struck Fixed Object and Overturned	Single Vehicle and Fixed Object	Property Damage Only	Wet	No VRU Involved
10	1796129	2018-12-11	2018	1 Vehicle	Animal	Single Vehicle and Animal (Deer or elk, wapiti)	Minor Injury	Wet	No VRU Involved
11	1842427	2019-03-25	2019	1 Vehicle	Animal	Single Vehicle and Animal (Deer or elk, wapiti)	Moderate Injury	Dry	No VRU Involved
12	1857627	2019-02-22	2019	1 Vehicle	Animal	Single Vehicle and Animal (Deer or elk, wapiti)	Property Damage Only	Wet	No VRU Involved
13	1875804	2019-11-25	2019	1 Vehicle	Animal	Single Vehicle and Animal (Deer or elk, wapiti)	Property Damage Only	Wet	No VRU Involved

			ODOT Cr	ash 2015-2020 Table Part 2					
Crash #	Crash ID	Time of Day and Light Condition	Location	Primary Human Factor and Risky Driving Behavior (RDB)	RDB Impaired	RDB SE Not Used	RDB Inattention	RDB Speeding	RDB Roadway Lane Departure
1	1634777	Evening 4PM-10PM, Darkness - no street lights	Curve (horizontal curve)	RDB-Roadway Departure Flag, Other improper driving					Х
2	1665896	Afternoon 12PM-4PM, Daylight	Grade (vertical curve)	RDB-Inattention-Made improper turn, Teenage driver in violation of graduated license pgm			х		
3	1661052	Morning 6AM-12PM, Daylight	Grade (vertical curve)	RDB-Roadway Departure Flag, Other improper driving					х
4	1688230	Night 10PM-6AM, Darkness - no street lights	Straight Roadway	RDB-Roadway Departure Flag, RDB-Speeding-Too fast for conditions (not exceed posted speed)				х	х
5	1674145	Morning 6AM-12PM, Daylight	Curve (horizontal curve)	RDB-Roadway Departure Flag, RDB-Speeding-Too fast for conditions (not exceed posted speed)				х	х
6	1740216	Night 10PM-6AM, Darkness - no street lights	Intersection-3 LEG	RDB-Roadway Departure-Off Roadway Flag, RDB- Impaired-Alcohol Involved, RDB-SE Not Used, Other improper driving	х	х			х
7	1739296	Afternoon 12PM-4PM, Daylight	Open access or turnout	RDB-Roadway Departure Flag and Drove left of center on two-way road; straddling					Х
8	1821654	Afternoon 12PM-4PM, Daylight	Intersection-3 LEG	RDB-Inattention-Did not yield right-of-way			Х		
9	1817582	Morning 6AM-12PM, Daylight	Curve (horizontal curve)	RDB-Roadway Departure Flag, RDB-Speeding-Too fast for conditions (not exceed posted speed)				х	х
10	1796129	Evening 4PM-10PM, Darkness - no street lights	Straight Roadway	Other (not improper driving)				\square	
11	1842427	Night 10PM-6AM, Darkness - no street lights	Straight Roadway	RDB-Roadway Departure Flag, RDB-Speeding-Too fast for conditions (not exceed posted speed)				х	Х
12	1857627	Night 10PM-6AM, Darkness - no street lights	Straight Roadway	Other (not improper driving)				\square	
13	1875804	Evening 4PM-10PM, Darkness - no street lights	Straight Roadway	Other (not improper driving)					

Figure 2 – Table of ODOT Crashes in Study Area Part 1 and 2 of Study Area.

CRASH TYPE AND INVOLVEMENT

Year

- During the five-year period from 2016 to 2020, within the study area, there were 13 reported crashes. There were no crashes reported in 2020.
- 2016 reported the highest number of study area crashes with four, 2015 reported the lowest number with only one. Increasing crash trend over time.



Figure 3 – Crash year in study area, totals.

Severity

 46% of study area crashes resulted in either injuries or serious injury. 15% (2 of 13) resulted in serious injury. There were no fatal crashes.



Figure 4 – Crash Severity in study area, totals and percentiles.

Mix and Motor Vehicle Involvement With

- 77% (10 of 13) of study area crashes involved 1 vehicle, and 23% (3 of 13) involved 2 vehicles.
- The highest reported Motor Vehicle Inolvement With was Fixed Object with 46% (6 of 13).
- 31% (4 of 13) of study area crashes involved Animal (Deer or elk, wapati).
- There were no crashes reporting Vulnerable Road Users (VRU). VRUs include Pedestrians, Pedalcyclists, and Motorcycles. VRUs are more exposed than drivers operating vehicles, making them more susceptible to injury in the event of a crash.
- There were no crashes reporting Heavy Vehicle.



Figure 5 – Mix Involved in study area, totals and percentiles.



Figure 6 – Motor Vehicle Involvement With in study area, totals and percentiles.

Crash Type

- The highest reported crash types were Animal and Struck Object and Overturned, each reporting 31% (4 of 13).
- 16% (2 of 13) of study area crashes reported Turning Movement.



Figure 7 – Crash Type in study area, totals and percentiles.

TIME OF DAY, ENVIRONMENTAL AND ROADWAY FACTORS

Time of Day and Light Conditions

- 54% (7 of 13) of study area crashes occurred in Darkness-no street lights, in Evening or Night.
- Afternoon-Daylight crashes reported the highest rate of injury with 66% (2 of 13).
- Severe injury crashes occurred in Morning-Daylight and Night-Darknessno street lights.



Figure 8 – Time of Day and Light Conditions in study area, totals and percentiles.



Figure 9 – Time of Day and Severity in study area, totals and percentiles.

Surface Conditions

• 46% (6 of 13) of study area crashes reported Wet or Ice.





Location

- 15% (2 of 13) of study area crashes were reported within an Intersection.
- 38% (5 of 13) of study area crashes were reported within a Curve.



Figure 11 – Location in study area, totals and percentiles.

RISKY DRIVING BEHAVIORS

Risky Driving Behavior (RDB)

Primary human factors preceding crash are the human action or behavior error that were reported as the primary cause of the crash. National Highway Safety Transportation Administration (NHTSA) defines Risky Driving Behaviors (RDB) as: Impaired (under influence of alcohol or drug, ill or drowsy), Distracted Driving (innatention), Not Using Safety Equipment (seatbelts, helmet, etc), and speeding (includes aggressive, careless or reckless driving). RDBs are behaviors of high risk that need to be addressed to decrease the occurance of fatal and injury crashes.²

In addition to the NHTSA RDBs, Roadway Departure is also included as an RDB. The FHWA (Federal Highway Administration) defines Roadway Departure as a crash which a vehicle crosses an edge line, center line or otherwise leaves the traveled way.³ For this study, roadway departure crashes include those identified by the ODOT crash attributes of Roadway Departure Flag and Off Roadway Flag. According to the 2021 Oregon Transportation Action Plan⁴, Roadway Departure is the highest reported contributing factor reported in serious injury and fatal crashes.

The RDBs for this study are:

- RDB-Roadway Departure Roadway Departure Flag, Off Roadway Flag
- RDB-Speeding Too Fast for Conditions (not exceed posted speed)
- RDB-Inattention Did not yield right-of-way, Made improper turn
- RDB-Safety Equipment (SE) Not Used Safety Equipment includes safety restraints or belts, car and booster seats, and helmets
- RDB-Impaired Driving Alcohol Involved Flag

Many crashes in the study area reported multiple RDBs. The following analysis of each RDB is mutually exclusive; therefore, a crash with multiple RDBs reported will be included in the statistical analysis for each RDB.

- RDB-Roadway Departure Flag and RDB-Speeding-Too Fast for conditions (not exceed posted speed) was the highest reported Primary Human Factor with 31% (4 of 13).
- 77% (10 of 13) of study area crashes involved RDB. 50% (5 of 10) of RDB involved crashes resulted in injury.
- RDB involved crashes resulted in 1.5 times higher rate of injury (50%) versus No RDB involved crashes (33%).

² National Highway Traffic Administration. <u>https://www.nhtsa.gov/risky-driving</u>

³ Federal Highway Administration Roadway Departure Safety <u>https://safety.fhwa.dot.gov/roadway_dept/</u>

⁴ Oregon Transportation Safety Action Plan 2021 <u>https://www.oregon.gov/odot/Safety/Documents/2021_Oregon_TSAP.pdf</u>



0% Figure 14 – Primary Human Factor, RDB and Severity in study area, totals and percentiles.

62% (8 of 13) of study area crashes involved RDB-Roadway Departure.

Other (not improper driving)

RDB-Roadway Departure reported an injury rate of 50% (4 of 8), including 100% (2 of 2) of reported serious injury crashes.

1. 33%

20%

40%

Serious Injury





Figure 15 - Roadway Departure Involvement in study area, totals and percentiles.



2. 66%

80%

Moderate Injury

100%

60%

Roadway Departure Involvment and

Severity 2015-2020



<u>AGENDA</u>

Project Kickoff Meeting - 7/31/2023, 1:00 PM Virtual Zoom Meeting

Meeting Link:

https://us06web.zoom.us/j/87257780772?pwd=NWVXakt3THY0YXMrUjB3eVo10DJPQT09

Invited Participants:

- City of Cannon Beach
 - o Bruce St. Denis, City Manager
 - o Rusty Barrett, IT Director
 - o Steve Sokolowski, Community Development Director
 - o Robert St. Clair, Planner
 - o Karen La Bonte, Public Works Director
 - o Trevor Mount, Assistant Public Works Director
- CIDA (Project Architect)
 - o Leslie Jones, Associate Architect
 - o Angelica Juengel,
- Red Plains Professional (Project Planners and Engineers)
 - o Chris Robideau, President and Director of Planning
 - o Tim Scott, Director of Engineering Western Region
 - o Keegan Peters, Project Engineer
 - o Ken Picard, GIS Specialist/Planner I

Agenda Items:

- 1. Introductions (City, Cida, RPP)
- 2. Purpose of the Meeting and Project Overview City
- 3. Establish the Project Team and Communication Protocol City
- 4. Traffic Impact Analysis Approach Red Plains
 - a. Problem Statement
 - b. Next Steps
 - i. Field Data Collection (3 MTCs and 2 TMCs to be collected)
 - ii. Post Processing of Data
 - iii. Set Orientation Meeting with ODOT Representatives Region 1 Area 1 Office
 - iv. Establish Level of TIA
 - v. Complete Analysis and Draft TIA
 - vi. Submit for Review to City (approval to submit to ODOT)
 - vii. ODOT Submittal and Presentation
 - viii. Finalize the TIA and Acquire ODOT Approval
- 5. General Discussion
- 6. Establish Potential ODOT Kickoff Meeting Dates
- 7. Adjourn



Applicati	on Property	General Su	ppl Item Insurance/Bor	nd Specification	Provision	Inspection Notes A	lerts Finding	s Collaboration	Appeals COU)
Appl Id:			Permit Spec:		~	Applicant Last Nam	e:		Applicatio	on Status(es)
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Plan Id:			Permit <u>T</u> ype:		/	R/W File I	d:		Review	Suppl. Items
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Creace Department of Transportation



AttachmenREBMIT TO

PERMIT NUMBER

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CONSTRUCT APPROACH ROAD

			ULA354/1
HIGHWAY NAME		MILE POINT	ENGINEERS STATION
Oregon Coast		31.26	362 + 53
HIGHWAY NUMBER	COUNTY	SIDE OF HIGHWAY	APPROACH TO SERVE
9, U. S. Route 101	Clatsop	NORTH X EA	st st timber land
BETWEEN OR NEAR At Tolovana Mainline		REFERENCE MAP NUMBERS 6B-3-2	TAX LOT NUMBER 800
APPLICANT NAME AND ADDRE	SS	BOND REQUIRED REFE	RENCE AMOUNT OF BOND
Willamette Industries, Inc. Jim Hunt P. O. Box 998 Seaside, OR 97138 TELEPHONE NUMBER: (503)738 APPLICANT X Interappicane declares that he/she permit. When this application is ap hereto; and the terms of Oregon A obtained from the District Manage Issuing of permits under these reg Permits are issued subject to the a regulate land use by means of zon local government determination of	-6351 APPLICATION D. is the owner or lessed of the real prop proved by the Department of Transpo dministrative Rule, Chapter 734, Divis r's office. Jlations is not a finding of compliance pproval of city, county or other govern ing and/or building regulations. It shall compliance with the statewide planoi	YES NO OAR 734 INSURANCE REQUIRED REFE YES NO OAR 73 INSURANCE REQUIRED REFE YES NO OAR 73 AMOUNT OISTRICT MANAGER OR REPRESEN APPROACH ROAD COM REFERENCE: OAR 734-50-050 retry adjoining the above described highway rtation, the applicant is subject to the terms ion 50, which is by this reference made a pa with the statewide planning goals or the ack mental agencies having either joint supervisi be the applicant's responsibility to obtain an on goals (OAR 734-50-050)	$I = 50 \cdot 025(6)$ IRENCE ADMINISTRATIVE FEE $I = 24 \cdot 50 \cdot 025(3)$ TEMPORARY DEPOSIT CHECK NUMBER CHECK NUMBER $I = 50 \cdot 025(3)$ HOUSE State ADMINISTRATIVE FEE DATE APPLICATION ADMINISTRATIVE October 31, 1998 And has the lawful authority to apply for this And attached AT of this permit. Copies of the Rule may be Nowledged comprehensive plan for the area. Non over the sec
1 If the proposed applica	SPE tion requires traffic control device	CIAL PROVISIONS and/or special road construction, the	applicant shall provide a copy of this
application to the affect	ed local government. The original	application must be signed by the loca	al government official.
LOCAL GOVERNMENT OFFICIAL	_ SIGNATURE TI	TLE	DATE
2Within 48 hours District Represer	before beginning work, and after Itative at telephone number: (50	completing the permit work, the applic 03}325-7222 Or FAX num	ant or his contractor shall notify the per: (503)325-1314
 3 Applicant shall establis and pavement. 4 Applicant shall reconst the approach area; sha the private property lin 	h ditch line to the north of ruct & slope existing acces Il pave a minimum of twen e: and shall be responsible	the access to direct water flow to prevent water from draining ty (20) feet from the existing e for the maintenance of the an	v away from the highway shoulder ng onto the paved highway from edge of highway asphalt back to proach area
5 Drawings on front and	back of normit shall apply	ier the mantenance of the up	

5 Drawings on front and back of permit shall apply.

R/W Line W Ditch Line Dd Gulv. Pipe Edge of Pvmt. Hwy. @	TYPE 2 APPROACH ROA	D — PAVED
Ditch Line Dd Edge of Pvmt. Hwy. @	R/W Line	W
	Ditch Line Dd Edge of Pvmt. Hwy. @ Pl	A N
734-3307C(8-96) SEE PAGE 2	734-3307C(8-96)	SEE PAGE 2

NOTE: All material and workmanship shall be in accordance with the current state of Oregon Standard specifications for Highway Construction.

******	W =	24'	R ₁ =	20'	R	2 =	20'	A	=	90	
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CANNON BEACH COMMUNITY DEVELOPMENT 163 E. GOWER ST. PO Box 368 CANNON BEACH, OR 97110

October 27, 2023

Leslie Jones CIDA 15895 SW 72nd Ave, Ste. 200 Portland, OR 97224

RE: Completeness Determination for Comprehensive Plan Amendment and Zone Change at 81389 U.S. Highway 101, Taxlot 41006B000200 (File: ZO 23-03)

Dear Ms. Jones:

Your application for a Comprehensive Plan Amendment and Zone Change for Taxlot 41006BC000200 was received on October 25, 2023 and determined to be complete on October 26, 2023. The City has 120 days from this date of determination to exhaust all local review, that period ends on Friday, February 23, 2024. The first evidentiary hearing for this application will be held on December 28, 2023 at 6:00pm, you may participate in person or by Zoom. Due to statutory requirements for the City to provide a minimum 35 day notice for this application to the Oregon Department of Land Conservation and Development it will not be possible for the Planning Commission to hear this item during its November hearing.

The materials received with this application include:

- Comprehensive Plan Map Amendment application
- Project narrative with maps
- October 2023 GSI geotechnical report
- May 2023 GRI ground movement memorandum
- December 2014 South Wind Master Plan
- 2023 Red Plains Traffic Impact Analysis

Please be aware that the determination of a complete application is not a decision or a guarantee of outcome for the application.

Please feel free to contact my office at (503) 436-8053, or by email at <u>stclair@ci.cannon-beach.or.us</u> if you have questions regarding this information.

Sincerely,

Robert St. Clair Planner



MEMORANDUM

RE: Proposed Comprehensive Plan Amendment & Zone Change, ZO 23-03

October 27, 2023

The purpose of this memo is to provide a brief overview of a City of Cannon Beach proposed comprehensive plan and zoning map amendment for Taxlot 41006B000200 which is located in the southeast corner of the City. The property largely undeveloped with the exception of one storage building and multiple shipping containers that are used by the City's Emergency Management program. The reason for the comprehensive plan and zoning map amendment is for the development of a new Cannon Beach Police Station. In order for the development of the police station to occur the following comprehensive plan map amendment and rezone is proposed:

Existing Designation – Institutional Reserve (IR)

The purpose of the existing Institutional Reserve (IR) land use designation is to reserve areas for potential future urban uses. The City of Cannon Beach is now proposing to use this currently reserved property as a police station.

Proposed Designation – Institutional (IN)

The purpose the Institutional (IN) land use designation is to provide for a range of governmental and municipal uses. The City is proposing this land use designation change to IN to develop the new Cannon Beach Police Station on this property.

The City has long considered this property for development new essential facilities above the tsunami inundation line. The City's goal for the Police Station project is to develop a structure that will facilitate the department's ability to provide exceptional day to day municipal services, while being constructed to remain operational following a seismic or tsunami event. The proposed Emergency Operations Center will be designed to function as an epicenter during all phases of resiliency efforts. The requested zone change will allow the development of the Police Station and Emergency Operation Center to be constructed out of the tsunami inundation zone.

Subject Property – TL 41006B000200

Mapping information taken from City of Cannon Beach GIS records. This map is not a survey product.



December 17, 2014

Prepared by the Master Plan Advisory Committee:

Liz Beckman Wendy Higgens (City Council Liaison) Beth Holland Jim Litherland Bob Lundy Mark Morgans John Nelson

Mark Barnes (City Planning Director) Dan Grassick (City Public Works Director)



CURRENT CONDITIONS

SouthWind consists of about 58.3 acres located east of Highway 101 and south of the Haystack Heights neighborhood. SouthWind is made up of two parcels. A 55-acre tract was acquired by the City from Campbell Global in 2013. A 3.3 acre parcel was acquired by the City from Clatsop County in 1990.

The site is vacant except for an existing 450 square foot garage used to store emergency supplies, visible near the southwest corner of the site.

The aerial photograph to the left was taken in 2013. Logging on the site was conducted in 2011 and 2013.



1"=300'±



Topography, Hydrology, Geology, and Tsunami Risk

This topographic map is based on 2011 LIDAR data. Ten-foot contour intervals are shown. Elevations on the site range from about fifty feet above sea level near the site's northwest corner, to almost 400 feet near the site's southern boundary.

The Tsunami Inundation Line is shown as a solid red line on this map. It is based on data developed by the Oregon Department of Geology and Mineral Industries (DOGAMI) in 2013. Several different risk levels were considered; shown is the inundation line for a tsunami generated by the largest predicted Cascadia subduction zone earthquake. Lands to the west of this line (that is, toward the left side of the map) would be inundated by this tsunami; lands to the east are above the estimated inundation line. The earthquake in this model releases fault slip built up over about 1,200 years; earthquakes of this magnitude are infrequent, and roughly equivalent to the 2011 Tohoku tsunami. The City will restrict construction of essential facilities on the SouthWind site to areas above the DOGAMI XXL inundation line.

A report prepared by Horning Geoscience in 2013 addressed geological hazards on the site. A copy of this report is included as an addendum to this master plan. The Horning Geoscience report evaluated three potential development sites on the property, shown on the map to the left. These areas are referred to as the North, Central, and South sites in the Horning Geoscience report, and are so labeled on the map to the left. The South site covers about one acre; the Central site about eight acres; and the North site about two acres. The report concludes that these three areas are potentially developable, assuming appropriate geotechnical engineering measures are taken. The report does not rule-out development on other parts of the site given appropriate engineering solutions to the site's geological limitations. The City will require a site-specific geologic hazard study for each building, for road construction, and for any grading or filling on the SouthWind site.

The site drains to the west via several drainage basins. These are shown as dark blue dotted lines on the map to the left. Culverts beneath Highway 101 convey site runoff to the west. The City will maintain existing drainages and stream corridors on the SouthWind site. A ten-foot wide buffer is established on each side of each stream corridor. Where it is necessary to cross a stream corridor, the crossing will be designed to maintain stream corridor hydrology, and will comply with all applicable state or federal permit requirements.



1"=500'±

Attachment B SOUTHWIND MASTER PLAN

ROAD AND UTILITY ACCESS

The SouthWind site has about 1,600 feet of frontage on Highway 101. East Chinook Street, a city street, ends at the site's north property line. The Tolovana Mainline, a privately-owned gated logging road, enters Highway 101 at the southwest corner of the site. Utilities (water, power, sewer) are in the Hemlock Street corridor, west of Highway 101.

Pedestrian access to the SouthWind site could be (a) via East Chinook; (b) via an easement from Deer Place; (c) across Highway 101 at or near the preferred road access point; or (d) on the east side of the Highway 101 right-of-way between Warren Way and the site, separated from the Highway 101 travel surface. Of these alternatives, the City prefers alternative (d) because it does not require pedestrians to cross Highway 101; avoids the need to purchase easements to reach Deer Place; avoids steep terrain at the south end of East Chinook Street; and uses established pedestrian facilities and the overpass at Warren Way. Estimated improvement costs for pedestrian access are about \$350,000. The City prefers pedestrian access to the SouthWind site on the east side of the Highway 101 right-of-way between Warren Way and the site, separated from the Highway 101 travel surface.

City utilities (water and sewer) can be brought to the site by boring beneath Highway 101. The preferred location is at Orford Street, at the property's northwest corner. Water and sewer system extensions onto the site, and including connections to the water tank to the southwest of the site, and to the existing water line on East Chinook Street, are estimate to cost about \$665,000. The City will integrate the SouthWind waterline extension with the existing water storage tank and with the water distribution system in the Haystack Heights neighborhood.

Access to Highway 101 will likely require a left turn refuge, a right turn deceleration lane, a right turn acceleration lane, shoulder enhancements, signage, lighting, and drainage improvements. A 2014 estimate of costs for these highway improvements is \$2.2 million. The access point location will need to be determined through a traffic study. The City prefers access near the central part of the site's frontage, roughly opposite Braillier Street. A shared access with the Tolovana Mainline is not preferred because of potential conflicts between log trucks using the Tolovana Mainline, and traffic such as school busses and emergency vehicles. Access via East Chinook is not preferred because neighborhood streets in Haystack Heights are not appropriate for regular emergency vehicle access; and because the topography at the end of East Chinook poses engineering, design and cost challenges for road construction. *The City prefers a location* roughly opposite Braillier Street for the primary highway access to the SouthWind site.

Secondary/Emergency Access can be provided via the existing access point at the southwest corner of the site. The existing highway access point at the southwestern corner of the SouthWind site is unsuitable for primary highway access due to the potential for conflicts with the Tolovana Mainline; however, this access point may be suitable for secondary or emergency access.



1"=500'±

Attachment B SOUTHWIND MASTER PLAN

CURRENT CITY LIMITS, UGB, AND ZONING

The SouthWind property is currently inside the City Limits (the yellow line on this map), and outside of Cannon Beach's Urban Growth Boundary (UGB), shown as the red line. The entire site is in the City's Institutional Reserve (IR) zone.

Property to the immediate north, the Haystack Heights neighborhood, is in the City's Moderate Density Residential (R1) zone. Across Highway 101, to the west of the SouthWind site, is land in the High Density Residential (R3) zone.

To the east and south of the SouthWind property is forest land owned by Campbell Global. This property is in Clatsop County's Forest-80 (F80) zone.

About five acres of vacant land in the County's Residential-Agriculture-Two-Acre (RA2) zone adjoins the northeast corner of the SouthWind site.

The SouthWind property's location outside of the Urban Growth Boundary, and the current Institutional Reserve (IR) zoning designation, do not support most of the development described in this master plan. The City will need to amend the UGB to include all or part of the SouthWind site within the boundary; and amend the zoning map accordingly, to accommodate the proposed development in this master plan.



PROPOSED DEVELOPMENT

The City intends to use the SouthWind site for critical and essential facilities and services because the property is largely above the reach of the largest predicted tsunami. The police station, fire station, day care facilities, a medical clinic, and the now closed Cannon Beach Elementary School are all within the tsunami inundation zone at their current locations. The City wishes to facilitate the relocation of the following buildings/facilities on the SouthWind site:

Police station Fire station School Child care/pre-school Food bank Emergency shelter/emergency operations center.

These facilities would be clustered in the area shown on the map to the left, and on the more detailed map on the following page.

The City should facilitate the location of new essential facilities above the tsunami inundation line. They include: police station, fire station, school, child care/preschool, food bank, and emergency shelter/emergency operations center.

Developed facilities on the SouthWind site should be clustered in the area shown in the master plan to preserve the largest possible forested area, and to avoid conflicts with adjoining land uses.

BUFFER

Separation from adjacent incompatible land uses can be achieved with a buffer area along the east and south boundaries. The dashed yellow line on the aerial photograph to the right represents the extent of a two-hundred foot wide buffer from the property line.

The City will maintain a two-hundred foot wide buffer along the east and south property lines to separate incompatible uses on the SouthWind site from commercial forestry activity on the adjoining property.

1"=300'±

DRAFT

128



1"=100'±

PROPOSED DEVELOPMENT

The road layout shown on this map is schematic only; its exact location and design will be refined based on more detailed site analysis and a traffic study. The acreage figures represent the approximate size of the shaded areas. These areas are somewhat arbitrary in size, configuration and location. All are above the tsunami inundation line, shown in red on this aerial photograph. All are entirely or largely within the central area evaluated by Horning Geosciences, and shown on the map on page 2 of this master plan.

School: The former Cannon Beach Elementary School (CBES) site covers about 2.2 acres. The City anticipates that between 1.8 and 2.1 acres will be needed for a school site. This estimate includes space for pre-school and day-care, activity space for grades 1 through 7, a library, administrative space, and gymnasium. Site A can meet the school's needs; however, it is not large enough to accommodate facilities that might be needed for field sports, such as soccer or softball. The City shall reserve room for a school on the SouthWind site.

Fire Station: The Cannon Beach Rural Fire Protection District's fire station at its current Cannon Beach location covers slightly more than half an acre. Any one of sites B, C, or D are large enough to accommodate a fire station. The City shall reserve room for a fire station on the SouthWind site

Police Station: The Cannon Beach Police Department currently operates out of City Hall. The City estimates that space needs for the Police Department are slightly less than one-half acre. Sites B, C, or D are large enough to accommodate this use. The City shall reserve room for a police station on the SouthWind site

Emergency Services Facility: The City may develop an emergency services facility on the SouthWind site. This could include storage space for emergency supplies, emergency shelter space, and/or emergency communications and support. The space needs for such a facility are uncertain; but the City believes any of the five sites shown on this map is large enough. A location near the southwest corner of the site may also be suitable for this use: see the map on page 1. The City shall reserve room for an emergency services facility on the SouthWind site

Food Bank: A food pantry is presently located in the former CBES site. The SouthWind site is not an ideal location for a food pantry: the former CBES site is more conveniently located for clients. A site above the Tsunami inundation line has some potential advantages, particularly if the food pantry also serves as an emergency food storage facility. A food bank on the SouthWind site might be incorporated into an emergency services facility, or operate as a stand-alone entity. The regional food bank in Warrenton is operated on a one-acre site, so it is likely that any of the sites here could accommodate Cannon Beach's food pantry. *The City shall reserve room* for a food pantry on the SouthWind site



FOREST RESOURCES

This 2013 aerial photograph shows three areas where timber was harvested on the SouthWind site; and remaining stands of, primarily, Sitka spruce, western hemlock, and red alder. The area on the east side of the site was harvested in 2011. It covers about 12.3 acres. This harvested area extends off-site, to the east. This area was replanted with spruce and hemlock in early 2012. The central area was logged in 2013, and covers about eight acres. This central area is where most of the development is planned. The small southern clearing was also logged in 2013, and covers about 1.7 acres. These two areas were replanted with spruce and hemlock in January 2014.

Barry Sims, a consulting forester with Trout Mountain Forestry, prepared a memorandum for the City outlining management recommendations for the forested part of the SouthWind site. The memo is included as an appendix to this master plan. His recommendations include:

- likely be negligible.
- 2014 would be a good year to assess brush competition.
- removal will require uprooting and disturbing the road surface.

If the property is developed as shown on page 6, more than 40 forested acres would remain undeveloped, and potentially available for recreation, opened space and forestry.

The City shall prepare and adopt a forest management plan for the SouthWind site. Until a forest management plan is adopted, the City shall follow the requirements of its tree removal ordinance (Municipal Code Chapter 17.70) with respect to harvest or thinning operations on the SouthWind site.

1"=300'±

The remaining stand could be thinned to enhance views or to accelerate the development of bigger trees. Any such thinning would need to be carefully done to minimize the risk of blowdown. Thinning at this time is not recommended, as future goals for the site are not entirely clear, and with the recent harvest openings, some blowdown may occur in the next few years. A policy regarding blowdown would be advisable so the City can respond. Potential revenues from either a light thinning or small amounts of blowdown salvage would

The City is obligated under the Oregon Forest Practices Act to maintain the conifer plantations to ensure they are "free to grow" without being shaded out by brush. It appears that the earlier clearcut areas have been sprayed with herbicides at least once to give the planted trees a chance to become established. The more recent cut areas have not, and

The road that was either built or upgraded into the new clearings is already brushing in with alder and other vegetation. Mowing or spraying this road annually is recommended to maintain access and protect the road surface. If alder is allowed to grow large enough,

















POLICE STATION FLOOR PLAN



TEL: 503 226 1185 FAX: 301 226 1870 WWW.CIDAINC.COM MACKENZIE. CANNON BEACH POLICE DEPARMENT CANNON BEACH, OREGON

1/8" = 1'-0"







CANNON BEACH CITY COUNCIL

BEFORE THE CITY COUNCIL OF THE CITY OF CANNON BEACH

IN THE MATTER OF A COMPREHENSIVE PLAN MAP AMENDMENT AND ZONE CHANGE REQUEST FOR THE FOLLOWING PROPERTY:

TAXLOT 41006B000200, A PARTIALLY DEVELOPED PROPERTY ADJACENT TO THE INTERSECTION OF U.S. HIGHWAY 101 AND TOLOVANA MAINLINE ROAD.

FINDINGS OF FACT, CONCLUSIONS AND ORDER NUMBER – ZO #23-03

Applicant: City of Cannon Beach 163 E. Gower Street Cannon Beach, OR 97110

EXISITING ZONE: Institutional Reserve (IR) PROPOSED ZONE: Institutional (IN)

The above-named applicant applied to the city for a <u>comprehensive map amendment and zone change</u> from Institutional Reserve (IR) to Institutional (IN) to allow for the potential of new police station development. The property is referred to as Taxlot 41006B000200, which is a partially developed property adjacent to the intersection of US Highway 101 and Tolovana Mainline Road. The property is owned by the City of Cannon Beach.

The proposed comprehensive map amendment and zone change was reviewed against the criteria of the Municipal Code, Section 17.86, Amendments.

The public hearing on the above-entitled matter was opened before the Planning Commission on 01/17/24; the Planning Commission closed the public hearing at the 01/17/24 meeting and recommended to the City Council that the comprehensive map amendment and zone change be approved.

The public hearing on the above-entitled matter was opened before the City Council on 02/13/24; the City Council closed the public hearing at the 02/13/24 meeting and approved the comprehensive map amendment and zone change.

THE CITY COUNCIL ORDERED that the COMPREHENSIVE PLAN MAP AMENDMENT AND ZONE CHANGE be <u>APPROVED</u> through the adoption of an ordinance and findings of fact, conclusions and conditions contained in Exhibit "A." The effective date of the ordinance is 30 days following adoption of the ordinance.

This decision may be appealed to the State of Oregon Land Use Board of Appeals (LUBA) by an affected party by filing a notice of intent to appeal a land use decision within 21 days after the date of the decision sought to be reviewed becomes final.

All information submitted to and utilized by the Plan Commission and City Council to make this decision are adopted by reference (including but not limited to applications, plans, documentation, written and oral testimony, exhibits, etc.).

The complete case, including the final order is available for review at the city.

CANNON BEACH CITY COUNCIL

Mayor Barb Knop

Date


CANNON BEACH CITY COUNCIL

STAFF REPORT

LIFEGUARD INTERGOVERNMENTAL AGREEMENT FOR SERVICES

Agenda Date: February 13, 2024

Prepared by: Bruce St. Denis, City Manager

BACKGROUND

At the December 12th work session, Council requested a clarification on the Lifeguard budget. The discrepancy was found to be that the calculations presented were based on 7 days of operation per week.

After the Council's questions were answered staff received direction to work with Chief Reckman to develop an Intergovernmental Agreement (IGA) for the lifeguard program.

ANALYSIS/INFORMATION

In the past the lifeguard program has been considered a city function. This agreement creates a shared approach with the city funding the majority of the cost and the district providing funding and taking responsibility for management of the program. In addition to funding, the city will turn over certain vehicles and equipment related to the lifeguard program when it was a city function. The city will pay the district \$265,000 per year for the district to manage the lifeguard program. At the end of each season the district will provide a report on the cost of the program over the past year. If the personnel costs are less than the anticipated staffing cost for operating the program (\$207,510) the district shall credit the difference to the city's contribution to the next season. The Fire District will indemnify and hold the City harmless for actions taken by the District in performing these services.

In addition the city will pay the district \$50,000 to start the program for the 24/25 season. This is a one-time contribution.

RECOMMENDATION

Review the attached agreement and provide directions to staff.

List of Attachments

A Intergovernmental Agreement between CB and the CBRFPD for Lifeguard services

INTERGOVERNMENTAL AGREEMENT FOR SERVICES

This Agreement, by and between Cannon Beach Rural Fire Protection District ("District") and the City of Cannon Beach ("City"), collectively "the Parties" and individually "Party", is made and entered into the _____ day of February 2024 ("Effective Date).

RECITALS

Whereas, Oregon Revised Statutes (ORS) Chapter 190 authorizes units of local government to enter into written agreements with other units of local government for any or all of the functions and activities of a municipality to the agreement; and

Whereas, both Parties are duly organized local governments; and

Whereas, the Parties wish to reassign responsibility of lifeguard services for protection of the Cannon Beach ocean shore.

AGREEMENT

Now, therefore, in consideration of each Party's performance of the covenants, terms and conditions herein as they run to the benefit of the other, the Parties mutually agree:

SECTION 1 – PURPOSE

The purpose of this Agreement is to define the terms and conditions by which the City and District will cooperate to provide lifeguard services.

SECTION 2 - DEFINITIONS

- 2.1 The service area of this Agreement is from Chapman Point at the north end to Silver Point at the south end ("Beach").
- 2.2 The scheduled services of this Agreement are to be performed Monday to Sunday from 10:00am to 8:00pm ("Duty Shift").
- 2.3 The season is generally from Memorial Day through Labor Day ("Season").

SECTION 3 - SERVICES TO BE PROVIDED BY DISTRICT

Under this Agreement, the District shall be responsible to:

3.1 Recruit and hire an adequate number of lifeguards before the start of the Season. All lifeguards shall be employees of the District.

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- 3.2 Train all lifeguards to the American Red Cross lifeguard standard or another mutually agreed certification.
- 3.3 Regularly provide four (4) lifeguards during the Duty Shift and a minimum staffing will be two (2) lifeguards.
- 3.4 Have lifeguards present on the Beach from 11:00am to 7:15pm. The remainder of the Duty Shift may be used for equipment setup and cleanup off the Beach.
- 3.5 Provide all training, equipment, and apparatus for lifeguards.
- 3.6 Manage all aspects of the lifeguard program.
- 3.7 Provide all equipment and vehicles for lifeguards.

SECTION 4 - SERVICES TO BE PROVIDED BY CITY

Under this Agreement, the City shall be responsible to:

- 4.1 Provide access to and use of all equipment stored at the Lifeguard shed located behind the Cannon Beach Police Department station.
- 4.2 Provide assistance with the movement of lifeguard tower to be centrally located on the Beach near Haystack Rock and installation and removal of semaphores.
- 4.3 Sign over all Lifeguard vehicles, including ATVs and side-by-sides to the Fire District, as well as all other equipment such as boards, suits, and miscellaneous equipment.

SECTION 5 - COSTS

- 5.1 The City shall compensate the District for administering the lifeguard program year round, including but not limited to services provided during the Season, as described below.
- 5.2 The City will provide the Fire District a one-time payment of \$50,000 within 30 days of execution of this Agreement.
- 5.4 No later than July 1, 2024, the City shall pay the District \$265,000 for providing the services described in this Agreement for fiscal year 2024-2025. Of this total payment, \$207,510 is intended to compensate the District for its personnel costs, including two-thirds the cost of a head lifeguard position, and the full cost of two lead lifeguard positions and seasonal lifeguard coverage, which may include overtime for firefighters performing lifeguard services. The remaining \$57,490 of the total payment is fixed and intended to reimburse the District for capital needs, materials and other services.

- 5.5 No later than August 1, 2025, and then no later than August 1 of each year of this Agreement, the District shall provide the City a detailed accounting of the District's total personnel costs for providing the services under this Agreement for the prior fiscal year.
- 5.6 No later than September 1, 2025, and then no later than September 1 of each year of this Agreement, the City shall pay the District \$265,000 for providing the services described in this Agreement. However, if the District's actual personnel costs for the fiscal year prior were less than \$207,510, the City may either deduct the overage from the upcoming fiscal year's payment or the District will reimburse the funds. Except as otherwise agreed to by both parties pursuant to Section 6.3, below, the City's payment for services provided under this Agreement will not exceed \$265,000 per fiscal year.

SECTION 6- REVIEW, EVALUATION, AND QUALITY ASSURANCE

- 6.1 The District shall notify the City as soon as possible of incidents that affect the qualityof-service delivery under this Agreement.
- 6.2 The District shall provide an annual report to the City provided a detailed overview of the services provided under this Agreement.
- 6.3 The City and District shall evaluate the District's service costs each year and adjust cost contributions, as appropriate.

SECTION 7 – LIABILITY/INDEMNITY

- 7.1 To the extent permitted by the Oregon Tort Claims Act and the Oregon Constitution, District shall defend, indemnify, and hold harmless City, and each of City's elected officials, officers, agents, and employees, from and against any and all losses, claims, actions, costs, judgments, damages, or other expenses resulting from injury to any person (including injury resulting in death) or damage to property (including loss or destruction), of whatever nature, arising out of or incident to the performance of this Agreement by District, including, but not limited to, any acts or omissions of District officers, employees, agents, volunteers, and others, if any, designated by District to perform services under this Agreement.
- 7.2 District shall not be held responsible for any losses, claims, actions, costs, judgments, damages, or other expenses directly, solely, and proximately caused by the negligence of City. .
- 7.3 To the extent permitted by the Oregon Tort Claims Act and the Oregon Constitution, City shall defend, indemnify, and hold harmless District, and each of its officers, agents, and employees, from and against any and all losses, claims, actions, costs, judgments, damages, or other expenses resulting from injury to any person (including injury resulting in death) or damage to property (including loss or destruction), of whatsoever

nature, arising out of or incident to the performance of this Agreement by City of Cannon Beach, including but not limited to, the acts and omissions of City's employees, agents, volunteers, and others, if any, designated by District to perform services under this Agreement.

- 7.4 City of Cannon Beach shall not be held responsible for any losses, claims, actions, costs, judgments, damages, or other expenses directly, solely, and proximately caused by the negligence of District.
- 7.5 This section does not confer any right to indemnity on any person or Party other than the Parties, waive any right of indemnity or contribution from any person or Party; or waive any governmental immunity.
- 7.6 The obligations of District and City under this section will survive expiration or termination of this Agreement.
- 7.7 The Parties agree to maintain levels of insurance, or self-insurance, sufficient to satisfy their obligations under this Agreement and all requirements under applicable law.

SECTION 8 - NOTICE

Any notice required or allowed to be given by this Agreement shall be given by hand delivery or by placing said notice in the United States Mail, first class postage pre-paid, and addressed as follows:

To City of Cannon Beach	City Manager
-	163 E. Gower
	P.O. Box 368
	Cannon Beach, OR 97710

To Cannon Beach RFPD Fire Chief 188 Sunset Blvd. P.O. Box 24 Cannon Beach, OR 97110

Said notice shall be deemed to be received when hand delivered or, if mailed, three (3) days after said mailing. If the mailing address of either Parties changes, notice of the change of address shall be given to the other district in writing.

SECTION 9 – DEFAULT

A Party to this Agreement who has cause to believe that the other Party is in default of the terms or conditions of this Agreement, shall give the Party alleged to be in default written notice of said default, and allow not less than ten (10) days for the default to be cured. If the default cannot be cured within ten (10) days, it shall be sufficient if the defaulting Party begins

addressing the alleged default and continues with its best effort regarding resolution. If the default is not cured within that time or the time reasonably allowed for cure, the following remedies are available to the Parties:

- Declare this Agreement to be terminated, at which time the provisions of Section 10 of this Agreement shall be complied with.
- Bring an action in the Clatsop County Circuit Court to enforce any provision of this Agreement.
- With the mutually agreement of the Parties, request arbitration of any dispute pursuant to ORS 190.710 to ORS 190.180.

Each of the above remedies is deemed to be cumulative and non-exclusive of any other remedy.

SECTION 10 - TERM AND TERMINATION

- 10.1 This Agreement is effective upon execution through June 30, 2027. The parties may agree in writing to extend the term.
- 10.3 This Agreement may be terminated for cause after the terminating Party has complied with the requirements of Section 9 herein.
- 10.4 This Agreement may be terminated by either Party, without cause, by the terminating Party giving the other Party written notice of its intention to terminate this Agreement. Such notice shall be given at least ninety (90) days prior to the termination of this Agreement, although, by mutual consent of the Party, this Agreement may be terminated on shorter notice.
- 10.5 Upon termination, the District shall furnish an account of all funds spent or incurred to the date of termination and shall reimburse the City any remaining funds.

SECTION 11 - PERSONNEL

The District lifeguard personnel shall at all times remain and be employees of District, subject to the District's rules and regulations. The District shall maintain workers compensation coverage for its employees as required by law. District will supervise all of its personnel while performing duties under this Agreement. The intent of this provision is to prevent the creation of any "special employer" relationship under Oregon workers' compensation laws, PERS regulations or other state or federal laws.

SECTION 12 - ENTIRE AGREEMENT

This written Agreement is the entire agreement of the Parties hereto regarding the subject matter of this Agreement and contains all of the terms and conditions of the Agreement

between the Parties. All prior agreements, understandings, or the like, whether written or verbal, are superseded by this Agreement and shall be of no force or effect whatsoever. Any amendment to this Agreement shall be in writing and signed by the representatives of the Parties as duly authorized by the governing body of each Party.

SECTION 13 – GENERAL PROVISIONS

- 13.1 <u>Oregon Law and Forum.</u> This Agreement, and all rights, obligations, and disputes arising out of it, will be governed by and construed in accordance with the laws of the State of Oregon without giving effect to the conflict of law provisions thereof. Any claim between District and City that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Clatsop County for the State of Oregon; provided, however, if a claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this section be construed as a waiver by either Party of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the Eleventh Amendment to the Constitution of the United States or otherwise, from any claim or from the jurisdiction of any court. The Parties, by execution of this Agreement, hereby consents to the in personal jurisdiction of the courts referenced in this section.
- 13.2 <u>Compliance with Applicable Law.</u> Both Parties shall comply with all applicable local, state and federal ordinances, statutes, laws and regulations. All provisions of law required to be a part of this Agreement, whether listed or otherwise, are hereby integrated and adopted herein. Failure to comply with such obligations is a material breach of this Agreement.
- 13.3 <u>Non-Exclusive Rights and Remedies.</u> Except as otherwise expressly provided herein, the rights and remedies expressly afforded under the provisions of this Agreement shall not be deemed exclusive, and shall be in addition to and cumulative with any and all rights and remedies otherwise available at law or in equity. The exercise by either Party of any one or more of such remedies shall not preclude the exercise by it, at the same or different times, of any other remedies for the same default or breach, or for any other default or breach, by the other Party.
- 13.4 <u>Access to Records.</u> The Parties shall retain, maintain, and keep accessible all records relevant to this Agreement ("Records") for a minimum of six (6) years, following Agreement termination or full performance or any longer period as may be required by applicable law, or until the conclusion of an audit, controversy, or litigation arising out of or related to this Agreement, whichever is later.
- 13.5 <u>Severability</u>. If any provision of this Agreement is found to be unconstitutional, illegal, or unenforceable, this Agreement nevertheless shall remain in full force and effect and the offending provision shall be stricken. The court or other authorized body finding such

provision unconstitutional, illegal, or unenforceable shall construe this Agreement without such provision to give effect to the maximum extent possible the intentions of the Parties.

- 13.6 <u>Interpretation.</u> The titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.
- 13.7 <u>Independent Contractor.</u> Each of the Parties hereto shall be deemed an independent contractor for purposes of this Agreement. No representative, agent, employee, or contractor of one Party shall be deemed to be a representative, agent, employee, or contractor of the other Party for any purpose, except to the extent specifically provided herein. Nothing herein is intended, nor shall it be construed, to create between the Parties any relationship of principal and agent, partnership, joint venture, or any similar relationship, and each Party hereby specifically disclaims any such relationship.
- 13.8 <u>No Third-Party Beneficiary.</u> The City and District are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
- 13.9 <u>Subcontract and Assignment.</u> No Party shall assign or transfer any of its interest in this Agreement, by operation of law or otherwise, without obtaining prior written approval from the other Party, which shall be granted or denied in that Party's sole discretion.
- 13.10 <u>Counterparts.</u> This Agreement may be executed in several counterparts (electronic or otherwise), each of which shall be an original, all of which shall constitute the same instrument.
- 13.11 <u>Necessary Acts.</u> Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.
- 13.12 <u>Successors in Interest.</u> The provisions of this Agreement shall be binding upon and shall inure to the benefit of the Parties hereto and their respective authorized successors and assigns.
- 13.13 <u>Force Majeure.</u> Neither the City nor the District shall be held responsible for delay or default caused by events outside of the City's or the District's reasonable control including, but not limited to, fire, terrorism, riot, pandemics, acts of God, or war. However, each Party shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement.

13.14 No Attorney Fees. In the event any arbitration, action, or proceeding, including any bankruptcy proceeding, is instituted to enforce any term of this Agreement, each Party shall be responsible for its own attorneys' fees and expenses.

SECTION 14 – EXECUTION

The execution of this Agreement by each of the undersigned is done pursuant to the authorization of the governing body of each Party, voted upon in an open meeting in accordance with Oregon law, and each person executing this Agreement hereby certifies that they are authorized to execute this Agreement on behalf of City of Cannon Beach and the District. In witness whereof, the Parties, through their duly authorized representatives, have executed this Agreement on the date or dates set forth below.

Cannon Beach Rural Fire Protection District

City of Cannon Beach

By:_____ Date: _____ Name: Marc Reckmann Title: Fire Chief

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By:_____ Date: _____ Name: Bruce St. Denis Title: City Manager

Minutes of the CANNON BEACH CITY COUNCIL Retreat Thursday, December 14, 2023 Council Chambers

Present: Mayor Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Lisa Kerr and Gary Hayes

Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett and Recorder Jennifer Barrett

Others:

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 11:00 a.m.

- Motion: Ogilvie moved to approve the agenda as presented; Hayes seconded the motion.
- Vote: Ogilvie, Hayes, Knop, McCarty and Kerr voted AYE. The vote was 5:0 and the motion carried. The agenda was approved.

PUBLIC COMMENT

• Chet Moritz PO Box 84 Canon Beach. Resident and president of North Coast Housing Solutions. Gave an overview of the organization and gave an overview of the models they are working on.

RETREAT DISCUSSIONS

Projects

• Cannon Beach Elementary Rejuvenation Project

St. Denis gave an overview of the DRB appeal and upcoming meeting. Tentative dates for bond resolution on Feb 6th but that can change. The market is moving in our favor right now, giving an overview. Looking into if we can refinance in 10 years, a discussion ensued. Kerr said McCarthy asked for financial info, when will we have it, St. Denis replied at Tuesday's meeting and we are trying to have financial advisor online. A discussion ensued regarding Laurie Sawrey's quarterly report from Tuesday. Ogilvie asked do you feel comfortable having the bulk of the discussion after the 9th or this are things you want to discuss now, big picture wise. Kerr replied things brought up from the 29th meeting I would like to wait until the 9th meeting so we can address people's concerns. Discussed the format of the 9th. Ogilvie added we need to work on messaging on why it isn't as expensive as the public's perception. Discussed the former \$4M cost and where it came from. Knop asked before 1/9 could you get the answer for if we make it a community center instead of tourist would we have to repay the purchase price we used TLT funds for. Discussed the concerns heard from the community. Discussed the costs to the city if the project becomes a community center. Discussed how to answer the community's questions on the 9th and what format. Prioritized the concerns heard.

Council to submit comments to Knop by 12/18 by end of the day. Knop will meet with Staff the week of the 18^{th} to finalize.

• City Hall/Police Station progress

Knop said I feel better about this project and feel the majority of the community know we need to do this, which is very encouraging. We are not hearing a lot of the community saying we need to delay these projects. Hayes said I would like to hear details on the opposition, hear I don't like it, but doesn't specify what they don't like, a discussion ensued. Hayes added I don't feel there is a lot that needs to be addressed, seems opposition is being pointed at CBE. Discussed City Hall size. Discussed the Manzanita City Hall project parameters. St. Denis gave an overview of staff relocation options. St. Denis gave an overview of the dates to go to DRB/PC for PD and CH.

Discussed DRB findings schedule and when they are approved. Discussed DRB Criteria and response. Discussed sign codes.

• Status and schedule of funding/bonding for construction projects Will be discussed on 19th.

Zoning/Housing

• Work Force Housing

Kerr said I've talked a lot about housing size, but it has to do with other parameters of increasing and decreasing setbacks and size of housing and why a nice idea to limit. I would like to discuss workforce housing now.

Discussed what work force housing means. Kerr gave an overview of why we do not have it available suggested using city land, an agency, it's a problem I know has a solution, but I don't know what it is. Kerr said I would like to hear from Chet on options. Hayes added some has to do with density and ways to incentive density. Discussed setback, building heights, housing size and density bonuses. Chet said work force housing doesn't happen without some kind of subsidy. It will only happen with a market rate return on the investment. There is always significant subsidy. Chet gave overview of low-income tax credits adding that's why we are drawn to the home ownership model, giving an overview noting there is also a modest building limit which limits it to approx. 1,800 sq ft single family home. Free land is a huge need, giving an overview of deed restrictions and options of how it would work. Chet answered the councilor's questions giving an overview of how the applicant would own the home, but not the land and how that would work. Discussed mixed us and ownership models.

Took a break at 12:50 and reconvened at 1:09 pm.

Chet continued to answer the council's questions. Discussed vacancy tax. Chet noted options of running long term rentals as an incentive. Discussed rent models. Gave options of utilizing a couple spots at the RV Park for two pilot homes. Discussed HUD tables. Discussed the vacant properties in Cannon Beach. Chet gave an overview of the arch cape property status. Discussed options for utilizing a small part of the RV park. Discussed fair housing laws. Discussed the "affordable" requirements in a sale. Council thanked Chet. Council discussed the option of a pilot project using USDA funds.

Projects Continued

- TSP initial discussion (next steps, special meeting dates, materials needed, etc.)
 - For a quick link to the TSP, please click <u>here</u>

McCarthy said are we looking at grants or projects at this time, St. Denis replied not at this time. Kerr asked about the trail, adding that would have been the perfect application for the travel Oregon Grant, a discussion ensued regarding trails and their importance. Discussed the projects in the TSP. Discussed the back up on sunset.

• Parking initial discussion (next steps, special meeting dates, materials needed, etc.)

Hayes noted concerns of the Hemlock congestion when it comes to knowing where the parking lots are. Along with the RV Parking sign, add public parking as well. Discussed one-way option on Hemlock. Discussed parking issues. Discussed timed parking. Discussed parking options. Priorities 4 way at hemlock and first, 3 ways on hemlock sunset, traffic flow and striping downtown parking, Add priority list to staff report.

Set special meeting for TSP and Parking in February.

• Code Audit Progress

Knop said I am encouraged after last night's meeting. Kerr added I am glad about them forging ahead. They listened to the concerns. Knop asked about Keith not being at meeting, St., Denis replied Keith said he was not available the first few weeks of December. McCarthy said I feel like we finally got somewhere. Kerr added the next stage will be more difficult, this is just the reorganization, a discussion ensued.

Took break 2:48 pm. Reconvened at 2:54 pm

Zoning/Housing Continued to the 19th

- Zoning/Housing Size
- Short Term Rentals

Miscellaneous

• Facility Use Policy

Policy is for public meetings, discussed ORLA's use of the room. Hayes noted he attended the meeting, giving the overview. J Barrett noted revisions to be made to the form, such as the occupancy revision and logo. Kerr asked if want to limit to local nonprofits only, a discussion ensued. We will review in the future if there is an increase of use.

• Monthly status report revisions

Knop likes revisions made along the way. If we see obvious mistakes, please let staff know so they can correct.

• System Development Charges

Kerr I asked if we can use SDC charges for housing, St. Desis replied I checked with Doug and he said it can only be used for infrastructure. Discussed the history of the rates. Will look at cost of living increase and bring back to council for review.

• Additional Council Meetings Dates

Discussed, keep the same and continue using google forms.

• TLT/TAC next steps discussion, set dates for meetings and who should be invited

Discussed TAC members vacancies. Discussed TAF fund balance. St. Denis noted there are alternative use for funds, should council reallocate. Discussed optional use for TAF funds. Discussed if the state would change their regulations regarding use of TLT funds. Discussed Chamber getting TAF funds in addition to marketing contract funds. Discussed next steps. Discussed the information chamber provides. Discussed allocation of funds. Discussed using funds on restroom, or other items. Discussed using TLT for yearly operations for CBE. Will hold a special meeting on January 16th, requesting the following information: Chamber contract, TAF Guidelines, TLT budget laid out – revenue and how it was disbursed. General discussion with council first before including chamber and TAC. Request from the Chamber to include in packet the Marketing and information center budget (your entire budget).

• RV Park on the 19th

(2) Good of the Order

There was none.

ADJORNMENT

The meeting was adjourned at 4:01 p.m.

ATTEST:

Jennifer Barrett, Recorder

Barb Knop, Mayor

Minutes of the CANNON BEACH CITY COUNCIL Retreat Tuesday, December 19, 2023 Council Chambers

Present: Mayor Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Lisa Kerr and Gary Hayes

Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett and Recorder Jennifer Barrett

Others:

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 11:01 a.m.

- Motion: Ogilvie moved to approve the agenda as presented; Hayes seconded the motion.
- Vote: Ogilvie, Hayes, Knop, McCarty and Kerr voted AYE. The vote was 5:0 and the motion carried. The agenda was approved.

PUBLIC COMMENT

• Jan Siebert-Wahrmund PO Box 778 – Spoke about the cost of appeals, adding they are too high for many Cannon Beach residents. Only wealthy people or businesses can afford to appeal. Asked Council to look into the cost of appeals.

RETREAT DISCUSSIONS

Knop reminded everyone this meeting is on Zoom and YouTube and anyone can go back and watch the show.

Projects

• Status and schedule of funding/bonding for construction projects

CH/PD

St. Denis said the presentation will be dealing with the costs of the three major projects. We will be hearing from construction manager and general contractors. Then we'll talk about schedules. Although we have CIDA online, today is not intended to look at renderings, it's schedule and budget.

Jordan Fell and Will Somme from Emerick via Zoom

Jordan Fell/Emerick Construction – gave an overview of schedules for CH and PD. Fell answered Council's questions. Discussed options of staggering the projects and what the cost would be. Fell noted

keeping the projects in a similar time frame you are able to use the same subs, discussed the time frame for CH demolition. Fell noted there have been no revisions to the budget, adding the next milestone will be in February to re-present the updated budget. Gave an overview of the GMP (guaranteed maximum price). Discussed what items would influence the cost. Discussed the stagger of the projects in terms of mobilization costs. Council noted their concerns regarding ODOT. Fell said the plan is to stagger projects by a month so subs can go from one site to the other. St. Denis noted we are working on relocating staff that has minimal impact on the residents. A location for relocating staff ensued. St. Denis noted if we were to get a portable, we would want that portable to be able to be used at the food bank when we are done. Discussed the impact on the farmers market. St. Denis noted there are many markets that do not provide Wi-Fi – we are unique that we do. Fell said the estimated dates for City Hall is starting 8/24 and complete around 10/25. For police it would start around 8/24 with a completion of 8/25.

CBE

David Brookings from Bremik

Brookings said the current start date is mid-august, so not sure that would allow any use of the site. Brookings gave an update on the CBE schedule. A discussion ensued regarding the farmer's market. Brookings says we hope to have a schedule that matches the estimate by Mid-January, and gave an overview of when each building would be remodeled, adding when we start moving the entire site will be under construction. Brookings answered Council's questions. Brookings gave an overview of the budget. Discussed where costs could potentially be cut. Brookings gave an overview of the difference from the ZCS prices what work they did. Discussed the use of TLT funds for this project, and what would it take if TLT was not used. Discussed what the cost of a delay would be.

Siebert-Wahrmund asked if today or soon we have a price comparison of asphalt shingle roof for the gym, but also at DRB in October. One DRB member mentioned having possible cedar shake roof for the gym rather than a metal roof. Wonder if we could look at that pricing to get an idea of what it would cost, for the January 9th meeting. Jennifer Beattie said we have had issues with asphalt shingles, adding while feasibility they have more warranty issues. St. Denis replied we'd get it. Siebert-Wahrmund replied another option would be to have a combination since the way the roof it on the Quonset hut. Brookings discussed pricing and the roof.

Council thanked CIDA, Bremik and Emerick.

St. Denis gave an overview of PFT revenue.

St. Denis gave an overview of sources of funds; a copy is included in the record and answered Council's questions.

Took a break for lunch at 12:41 pm. Reconvened at 1:09 pm

Matt Donahue DA Davidson, financial advisor

Donahue gave an overview of the bond debt service. Discussed the payment options. Donahue answered Councils questions. Discussed the annual payments. Council thanked Donahue. St. Denis said if you have questions later on, please email them to me and I'll forward to Donahue.

A discussion ensued regarding the cost of the projects and the materials provided at the retreat.

Zoom crashed at 1:55 pm. Reconvened at 2:00 pm

Discussed the state of the current City Hall/PD and how it would function in a disaster. Council shared their concerns about the project funding and projects. Discussed setting up a fund with the idea of after 10 years we could pay down the bond.

Zoning/Housing

- Zoning
- Housing/Housing Size
- Short Term Rentals

Kerr said there's been so many studies. Clatsop County did a housing study a few years ago, then seemed like they ignored it. A conclusion was STR had a big effect on LTR, a discussion ensued. A discussion ensued regarding capping the STR, and how to process it. discussed options for STR policies. Consensus to put cap with a waiting list. Discussed having a nonactivity clause, discussed the current penalties.

The following items will be discussed an a future work session, cap, penalties, raising fees, inactivity clause, not allowing an ADU primary residence to be used as a rental. What zone we will allow STR in and not is a code audit item and will be discussed there. Kerr suggested looking at the 50% of assessed value to bring up to the code allowance at the code audit, adding says it's been abused in arch cape. Discussed non-compliant homes. Hayes said to look at zoning as a way to increase density. Discussed zone changes that would help middle housing issues. Discussed other city's models.

Siebert-Wahrmund said I would like to add trees to the conversation. Hayes said I think we all understand and have to balance environment and housing and their conflict with each other. Discussed gaps in the code for the code audit. Kerr showed examples from Carmel by the Sea. Discussed incentivizing and density. Discussed some of Chet's options from last week's retreat.

Break at 3:06 pm. Reconvened at 3:11 pm.

A discussion ensued on how do we create incentives for middle housing. A discussion ensued regarding middle housing. Discussed the sea ranch RV park that is for the sale and the potential uses. Discussed setbacks at ocean front properties.

Council will continue discussing at the February 13th work session.

Miscellaneous

• RV Park

McCarthy said the contract on the 4 or 5th amendment went to 6% of revenue, it looks like their gross revenue is \$2.6M. The contract says manager gets 6% of gross revenue plus \$4,800 per month, makes approx. \$213,000 per year. The \$213,000 is that before the expenses they pay for, discussed the park revenue. Knop said I would be interested what goes into material and services. Hayes added the contract is coming for renewal in June, time to be discussing it. Hayes said do we want St. DenisC to come back with a shorter term renewal so we have flexibility to discuss further.

Discussed potential use of the RV park for interim staff during CH remodel.

Requested the TLT info is for RV Park. St. Denis replied we will send you a report to answer your question. J Barrett noted the TLT information is an exempt record. Can be sent to council with strict confidentiality clauses. Knop said we will get TLT revenue with confidentiality clause and breakdown in materials and services, and how much revenue the city clears each year on the RV Park.

(2) Good of the Order

Kerr said I am concerned about impacting citizens ability to appeal, to me it's a due process issue. By making appeal costs high you are making it almost impossible for an average citizen to appeal a project, asking why did we raise it. J Barrett noted the last fee increase, a discussion ensued. Discussed citizen group or nonprofits who would want to appeal. Discussed fees for permits and appeals.

Future work session to review LU fees. Ask for legal input – discount rate for local or non-profit is it allowed, clear and objective and how do you define locals.

Knop said thank you everyone for our first smooth year together. Happy holidays

ADJORNMENT

The meeting was adjourned at 4:39 p.m.

ATTEST:

Jennifer Barrett, Recorder

Barb Knop, Mayor

Minutes of the CANNON BEACH CITY COUNCIL Tuesday, January 2, 2024 Council Chambers

Present: Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie and Lisa Kerr

Excused: Gary Hayes

Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett, Recorder Jennifer Barrett, Chief of Police Jason Schermerhorn, Community Development Director Steve Sokolowski, Finance Director Laurie Sawrey

Other:

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:00 p.m.

Knop received correspondence that agenda item did not have the entire title on it, and we will do a better job to make sure the agenda has the full title on the agenda. It was not meant to not be transparent and we will do a better job. Bruce if there is a concern or a desire to hold off, it is not time sensitive.

Motion: McCarthy moved to approve the agenda; Ogilvie seconded the motion.

Vote: McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 4:0 and the motion carried. The agenda was approved.

Knop moment of silence for Rick Newman and Molly Edison.

 (1) Consideration of the Minutes of the November 6 City Hall/Police Department Milestone Approval November 7 Regular Meeting November 14 Work Session/Special Meeting November 28 Project Open Discussion December 5 Regular Meeting December 12 Work Session/Special Meeting December 13 Joint Code Audit Meeting

Motion: Ogilvie moved to approve the minutes of November 6, 7, 14, 28 and December 5, 12, 13; McCarthy seconded.

Kerr said on the December 12th minutes on page 5 in the second paragraph there was a motion concerning the tree removal. Our mayor specifically said to the applicant would you be willing to extend time to get an opinion from the root specialist referred to by the our City Arborist Jeff Gerhardt. And the applicant specifically declined to do that, so then a vote was called. I think it's important that was in there that we actually gave them an opportunity to get this root specialist and he chose not to do it. I think that needs to be added to the minutes

- Amended Motion: Ogilvie moved to approve the minutes of November 6, 7, 14, 28 and December 5, 12 as amended, 13; McCarthy seconded.
- Vote: McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 4:0 and the motion carried.

PUBLIC COMMENT

Knop called for public comment, adding remember to be kind and respectful.

• Deanna Hammond: PO Box 942. Noted her concerns of a Councilor that is not practicing the Mayors request of kind and respectful

ACTION ITEMS

(2) Presentation of City of Cannon Beach Audited Financial Statements for the Fiscal Year End June 30, 2023

Paul Nielson CPA, Managing Partner with Isler, presented a PowerPoint presentation for the June 30, 2023 audited financial statements, a copy is included in the record. Nielson noted I will be retiring in the coming years, and you will be meeting a new person on the next visit. McCarthy said there was a part of the report that said City of Warrenton. Nielson replied we've already corrected, and Laurie has a new copy. McCarthy asked about the room tax decreased on page 13, Nielson replied the revenue decreased. Sawrey added that's the fund we pay the chamber, so it's not a big balance. Council thanked Nielson.

- Motion: Ogilvie moved to approve the City of Cannon Beach Financial Statements and Supplemental Information for the year ended June 30, 2023 with Independent Auditors Report with correction on page 7; McCarthy seconded the motion.
- Vote: McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 4:0 and the motion carried.

(3) Appointment of City Committee/Board/Commission

Knop asked if Thom Allison would like to speak.

Allison reported even before moving here I found the community to be welcoming and supportive. Now that I've retired I am looking for ways to give back. Looking at volunteer opportunities I thought TAC would be the best fit. Allison noted his qualifications, adding I feel that experience will be useful in TAC position.

Motion: Ogilvie moved to appoint Thom Allison to the TAC beginning immediately; Kerr seconded the motion.

Vote: McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 4:0 and the motion carried.

(4) Findings of Fact and Conclusion for Jay Orloff, of Tolovana Architects, on Behalf of Owner Paul White, Request for a Tree Removal Permit to Removal a 50 inch Spruce Tree

Sokolowski summarized the staff report. Kerr said I would like to see a sentence in the findings that the opportunity to follow the recommendations by Jeff Gerhardt was declined by the applicant. The reason being if this becomes more of an issue in the future, I think it's important that it's stated in the findings that we gave the applicant the opportunity to continue the appeal and follow through with recommendations of Jeff to consult further with a root specialist. The applicant was offered the opportunity to do that and declined. As part of the record think it needs to be incorporated into the findings. Sokolowski said we can add a sentence at the top of page 4 that indicates there was discussion and testimony with applicant and the question was posed to the applicant. Kerr replied I think that would be good. There was an alternative that was offered and turned down. Sokolowski added you can approve the findings with agreement and bring to the Mayor with the findings for signature.

Motion: Kerr moved to approve the findings of fact and conclusion of law for the condition of approval for APP 23-06 as amendment provided for Mayor's approval; McCarthy seconded the motion.

Vote: McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 4:0 and the motion carried.

(5) Approval of Amended Findings of Fact for APP 23-07

Knop said this is amended findings of fact for appeal 23-07 which has to do with the appeal of a design review board decision to deny the Rejuvenation of the former Canon Beach Elementary School buildings and NeCus' Park. Sokolowski noted there was concern with how listed on the agenda, and in the future there will be more detail. Sokoloski noted bringing back with revisions made last month. Kerr said the findings say adaptive reuse and design. I thought we approved the design not the reuse itself. The way the findings are written is looks like its use and not just design. This is located in the order. Sokolowski replied I think these are just general statements that switch is changing from school to tourism facility. They are more of a general statement about it went to DRB for the design elements, but we are also proposing a reuse of the facility. We can amend this with no problem. St. Denis noted Carrie Richter used the term adaptive reuse instead of renovation, but not intended to approve the use. We can make that change. Sokolowski noted that is just the order which is different from the findings. Knop replied we are changing adaptive use to renovation. Kerr said what we are approving is the renderings and to me that's it. We were talking about the design, that's all they have purview over, the design. They thought it didn't meet the criteria and we thought it did. Sokolowski replied the rest of the findings support what you are saying. Kerr added I think it does for communication purposes.

Motion: Ogilvie moved to approve the findings of fact and conclusion of law for the Appeal of APP 23-07 with the amendment to the orders; McCarthy seconded the motion.

Vote: McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 4:0 and the motion carried.

INFORMATIONAL/OTHER DISCUSSION ITEMS

(6) Monthly Status Report

Ogilvie noted we had a delightful quiet evening. Schermerhorn replied we were the only ones. Seaside and Gearhart were very active. We've done a great job of educating everyone.

McCarthy asked can you give us an update on the burglaries? Schermerhorn replied we've had them in the past, but not normally not a cluster like that. There were cameras so we did get some information

and have video of where the car was recovered in Portland, giving an overview.

(7) Mayor Communications

There was none

(8) Councilor Communications

There was none

(9) Good of the Order

Kerr said I would like to address what deanna brought up. A discussion ensued regarding where the comments were made. Kerr added I think there is a disconnect between citizens and council., When people get up to speak, and we sit and listen, that's what we are supposed to do. That's not the case at all, maybe that's what the appearance is. People get up and give their opinions, but I don't think anyone has been angry from someone expressing opinion. McCarthy suggested maybe we should have a discussion on being able to respond but not getting into a discussion or debate. That's why we remain quiet. Kerr replied this is the only protocol I've known. Knop added my initial LOC training said are some municipalities that do not allow for public comment, especially at the business meeting as they are there to discuss business. There are few that allow discussion and if they do, there are time limits. McCarthy said I think we were told we are not listening when we've been told not to respond. Kerr added a lot of people came on the 28th and spoke against the project, but we also received quite a few letters in favor. So, if you just look at the meeting it looks like we are not paying attention. It's a communication issue. McCarthy added I think we need to keep public comment at the beginning of the meeting. Knop replied I don't know how we can regulate the discussion. Kerr added coffee with councilor is a forum where we can have dialog. Ogilvie noted it goes back to what Knop said we are here to discuss business not debate these issues with the citizens. That comes with the motions that we craft and the Resolutions and the discussion that happens during that time when it's our turn to express our views and I am sorry if that's a perception problem with the public, but there is a certain order we need to do to get things done. Kerr asked where there are misstatements made and we can't respond to it? Ogilvie replied Good of the Order is the only time we have to actually address it. McCarthy replied but by then the person already left, a discussion ensued.

St. Denis reported we put together your input from the 11/28 meeting, the mayor categorized it and put in order and asked staff to add historic information. That will be the staff report, which will be out tomorrow. This is to assist the council as there was so much material. McCarthy asked are we going to have the chamber hall available for overflow, St. Denis replied I am going to request it.

Council said Happy New Year!

ADJORNMENT

The meeting was adjourned at 6:54 p.m.

ATTEST:

Jennifer Barrett, Recorder

Barb Knop, Mayor

Minutes of the CANNON BEACH CITY COUNCIL Tuesday, January 9, 2024 Council Chambers

Present: Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Gary Hayes and Lisa Kerr

Excused:

Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett, Recorder Jennifer Barrett and Chief of Police Jason Schermerhorn

Other:

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:00 p.m.

- Motion: Ogilvie moved to approve the agenda; Hayes seconded the motion.
- Vote: McCarthy, Ogilvie, Kerr, Hayes and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

Knop said for public comment, if it's not related to projects please give so now. Council will answer questions that were posed at the November 28th meeting, then will open it up to project comment on the projects.

PUBLIC COMMENT

Deanna Hammond: the agenda says public comment, then discussion, but doesn't say public comment at end of the discussion. Knop replied that's why I said it.

Motion: Ogilvie moved to approve the agenda as amended; Hayes seconded the motion.

Vote: McCarthy, Ogilvie, Kerr, Hayes and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

Andrew Tonry: why are we doing it in this order? Knop replied the purpose of the meeting is to answer concerns from the November 28th meeting, that's why I am delaying public comment until we have answered the top questions from the November 28th meeting.

Deanna Hammond said I would like to make my public comment now or I will have to zoom in.

Deanna Hammond PO Box 942: I would like Council to remember the city manager serves at your pleasure, it's your job to question and not just to buy in. Council also serves constituents, not just the ones that are like minded. Hammond noted the verbiage that PFT and TLT is pass through has been exhausted, spoke of concerns of the CBE project. Added projects are not in the best interest of the community.

(1) Regarding Issues Discussed at the November 28th Project Meeting

Knop we will go through the questions that came up at the November 28th meeting, then after we will ask for public comment.

How will the construction costs of the projects be funded?

Ogilivie gave an overview of the funding, Hayes added will lessen the general fund. Knop added no property taxes will be used. To date, \$728,480 has been spend on the CH/PD Project to date.

Specifics on funding the Cannon Beach Elementary project

Kerr said the TLT tax falls pretty much close to the middle of the rate for all other municipalities along the coast. Before we raised it, we were close to the bottom. Kerr gave a summary of the TLT allocations. The money funding the school comes out of the 70% of the 7.5%. Hayes added, the ORS that required the 70/30 split, any lodging tax in place become that law is not subject to that. What's funding the school is the county's lodging tax. They are returning the 70% to the cities where it was collected. The remaining portion going to the school was from the lodging tax we passed to fund the CH/PD and the school. There is \$500,000 left for operations through this funding. Kerr added there has been an undercurrent from comments that Council was during maharaja Bruce's bidding. But we've ask him questions, and if something doesn't add up we have questioned it. When it comes to the budget it's a different subject on whether you like the project of not. we have looked that the numbers and they make sense. McCarthy added we've also spoke with the bond people. We spoke with him extensively and it was the second day of the retreat and it's available on YouTube. We haven't just spoke with St. Denis. Kerr added no one council takes spending this much money lightly. Hayes said I acknowledge I could have responded better in the past to people's concerns and the discussion we are having right now, we have answered the questions but not sure we make it really that clear that we are concerned about the money and looked at it in depth. We researched the history and considered impacts of major disaster, we have looked at the risks and not something we are taking lightly. McCarthy added it's an ongoing discussion. Kerr noted if we can use that money for housing the council would jump at the chance, but we can't, it is state law. Hayes added the funding for CBE is 100% paid by visitors through the sources we spoke about. I can't image any of us supporting a property tax to increase to pay for these projects. Kerr replied of food tax. Hayes noted the budget's all have contingency's built in and all have contingency's for increased interest. If we get to the point when something bigger happens our job becomes more difficult and we look at things to cut.

Other funds potentially available for funding CBE construction and operations.

Knop said we have an advisory committee that has met and looked at this, but it has not been presented to council yet. However, the committee has a recommendation to the council at the February work session for discussion. Hayes added I feel there is misunderstanding and intentional misinformation out there of the intended use of NeCus. It's been called an event center or wedding venue; some are trying to stir up anti-tourism divisiveness. Primary daily use is a cultural and nature center, it's not an event center or wedding venue. That will give us the opportunity to save the school as a place of education and honor the indigenous people that lived on the site, create a nature center, promote environmental stewardship and ta place the community gets to use a community gathering place, giving and overview. It will provide a new tourist activity, but as a cultural and nature center. Discussed the options for use of the location. Hayes added feel like we listened to the concerns of the committee and the next set of recommendations address the issues in the policies. Ogilvie noted for management, the \$500,000 that was brought up is not just one time, it's annually and would go a long ways to provide management. Hayes added the recommended management of the facility is a nonprofit board and the use and policies would be passed to them. They would hire a director and operate the facility. The city will contract with the nonprofit.

Food Pantry

Knop said another item that came up is Food pantry. The tribe, city and council are strong supporters of the food pantry. There are not plans for the food pantry to not be at that site and it will get a good facelift. You don't need to worry about it, it will still be there. Hayes added the funding can't be mixed. The visitors are paying for CBE and can't fund the food pantry, but the city is funding it 100%.

The Cannon Beach Elementary School Project came in over budget and the city did not give consideration for reducing the project scope.

Hayes said I read things like ballooning or unsustainable. Costs are a concern, but that's not a concern here. When we started talking about saving the gymnasium it came in somewhere over \$4M and we delayed and now the

price is near \$7M. The only real budget we received is the \$12M budget. We were given a choice, do we give it a facelift or bring it up to code. We have identified the funding and approved it. The scope is do we want to fix the two buildings and call it good, spend \$8M and call it good. We made the decision to have it be one cohesive facility. We have looked at reducing the scope and that's where we directed the architects to simplify the landscape plan. Hayes gave an overview of the landscape plan and ways to scale it back.

Kerr on a different topic, we read every letter that's come in about the projects and I've noted that there is a lot of letters that say the citizens don't want it. It's true some don't, but we received a lot of letters of support and people who want it and think it's terrific or speak about it. We can't make everyone happy, some people just don't like the way it's laid out. I am not sure how you solve that. From what I've read there are more people leaning towards it than against it. I don't know how to resolve it, we will never make everyone happy. Hayes added I counted the letters in the November 18th packet, there were 20 letters, 12 in support, 4 said don't to it, the remaining were scale it back, delay, or let's talk about it more. We listen to everyone, there's a public process going on for years for the project. We are where we are because people said they wanted us to save the school building. To say the community does not support it a stretch. Discussed sustainable tourism, Hayes added we will counter some of the negative impacts of tourism and supporting the stewardship of the environment.

Hayes said a comment heard over and over again is using the money for affordable housing; it's not allowed per state law. 70% of any lodging increase must be used to fund tourism promotion or tourism facilities. This is the tourism facility we are looking at. There is no possible way to put it in housing. I hate it when I hear we are following Bruce's agenda. You should see his agenda. We are taking on things like housing, Kerr added and wetlands and trees, noting the attorney reviewing trees and wetland being reviewed at the state level. It was the council that said they wanted to put them through. McCarthy added we are in the process of putting on a housing meeting. Gary and Brandon have been going to Clatsop County Regional Housing meetings for years. There will be a lot of no I don't want that in my backyard. If you are passionate about housing, I hope you are here for the discussion. Kerr added and same with the environment, these will need a lot of community support. This is what drives the community, and it is what it is, it's not just because of the businesses, it's the natural beauty. That's what brings people here.

Opened for public comment:

Knop said a reminder we are here having a discussion. Let's be civil, kind respectful and keep it at three minutes.

Laurel Hood 295 E Jackson Cannon Beach spoke of her concerns with the bond proceeds trending down, the funding of operations, use of TLT funds, and the correspondence received. Council and St. Denis answered questions and a discussion ensued.

Lolly Champion PO Box 614: noted concerns with packet materials, the budget, cost, food pantry, the DRB decision. Council and St. Denis answered questions and a discussion ensued.

Anita Dueber PO Box 694 – speaking as a private citizen, spoke about the changes of the project over time, the costs, the size and aesthetic of the building. Council and St. Denis answered questions and a discussion ensued.

Bonnnie Mitchell Fischer PO Box 1476 spoke about saving the school and turning into a center for Native Americans.

Sam Steidel PO Box 501spoke about housing, TLT, scope of the project. Council and St. Denis answered questions and a discussion ensued.

Andrew Tonry PO Box 664 spoke of concerns with the project, ways to honor the tribe. Council answered questions and a discussion ensued.

Watt Childress 40660 N Fork Road Nehalem, 97131 spoke about the history of the site and concerns with the tourism aspect of the site. Council and St. Denis answered questions and a discussion ensued.

Lisa Nofield PO Box 843 spoke about the cost of the project.

Took a break at 7:57 pm, Reconvened at 8:04 pm

Leon Graver Box 145 spoke about past controversial projects, adding stay the course.

Jessica Sund PO Box 1358 spoke about scaling back and the trails system through the site.

Patick Nofield PO Box 843 spoke about the budget and cost and collaborating with the lodging community. Council and St. Denis answered questions and a discussion ensued.

Debbie Workman PO Box 433 spoke of parking concerns, and questions asked on the Cannon Beach Facebook group. Council and St. Denis answered questions and a discussion ensued.

Michelle Valigura PO Box 719 spoke about TLT use and housing. Council and St. Denis answered questions and a discussion ensued.

Lolly Alsop PO Box 1038 spoke about concerns with the project, being the tsunami zone, tourism, housing. Council and St. Denis answered questions and a discussion ensued.

Paul Dueber PO Box 549 spoke about the school closing the history of the Southwind purchase, and events that have been held. Council and St. Denis answered questions and a discussion ensued.

Sam no last name given PO box 1413 spoke of the project changing, the amount of time and money spent to date. Council and St. Denis answered questions and a discussion ensued.

Patrick Nofield gave an overview of redoing the chamber, the use, creating a resource to justify the cost.

Kerr said I feel more confused than ever. I am hearing that they either don't want the project, or a scaled back tourism related facility. Those are two very different things. Hayes added there is a lot of opposition from two different angles. Kerr replied I can't imagine how you'd even do a referendum. Ogilvie noted one thing that is clear is the opposition is the cost. If we can gather as a council to discuss that is what is being asked of us by the community.

Knop said I would like to thank everyone in attendance. We will not be able to always have back and forth discussion but think it was fruitful.

(2) Good of the Order

Jennifer Barrett, Recorder

There was none.

ADJORNMENT

The meeting was adjourned at 9:07 p.m.

ATTEST:

Barb Knop, Mayor

Minutes of the CANNON BEACH CITY COUNCIL Wednesday, January 10, 2024 Council Chambers

Present: Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Gary Hayes and Lisa Kerr

Excused:

Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett, Recorder Jennifer Barrett and Chief of Police Jason Schermerhorn, Finance Director Laurie Sawrey

Other:

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:01 p.m.

St. Denis requested to add an item to the agenda as a follow up from last night's meeting. Knop replied we could add it to next week's meeting. Knop added we can do a recap during good of the order on what we feel was the message last night and add to Tuesday's agenda.

Motion: Ogilvie moved to approve the agenda; Hayes seconded the motion.

Vote: McCarthy, Ogilvie, Kerr, Hayes and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

PUBLIC COMMENT

There was none.

(1) Sea Turtles Forever

St. Denis read the staff report, adding Marc Ward is here to answer any questions you may have.

Marc Ward Sea Turtles Forever 36286 Hwy 26, Seaside, OR

Knop asked what did you do with all the poundage of debris you collected? Ward replied it went in a dumpster, mostly to a dumpster at city hall. Discussed how much was collected and on what days. Ward noted we have a small crew, and I was struggling with budget and had a couple guys quit, a discussion ensued. Knop asked why doesn't your organization apply for a community grant, Ward replied the last council suggested we do a line item, Ed did too. I am the guy on the ground. How we got into this transition was a combo of Ed and Sam. Really I'd like to have \$25,000 to work worth, discussed current budget. Kerr asked in future would you be willing to apply for a Community grant, going back to that method and we could avoid this situation. Ward replied if you are uncomfortable doing it this way, I can. Knop said we are not questioning the value, but I am hearing on the street other nonprofits asking why can't I be a line item. Kerr said going forward in the future you should be applying for a Community Grant. J Barrett to send Ward an email when Community Grants go out. Discussed meeting deadlines and missing information in grant applications. Hayes noted I recall budget meetings when we approved this as a microplastics clean up, but we never awarded a contract and the work got done.

Discussed the request for an invoice and what was received. Discussed the amount of funding being requested. In response to McCarthy's questions how did you weigh it and does it include the woody debris, Ward replied we weigh it and we work very hard the last couple years to pull the woody debris out. We use a digital scale. McCarthy replied so that's not all plastics, it's woody debris. Ward said we broke it down once from a 20-pound bag and it's about 40% grass/woody debris. I don't break it down each time, I did that once. The first time we heard there is too much woody debris I told them we are throwing all the woody debris out, I don't care how long it takes. So we took a lot of hours to pull as much as we can out. Sometimes it may only be 10% wood, discussion ensued. Discussed the sample bags that were pulled. Discuss the separation of the woody debris from plastics. Ward said I asked a biologists about woody debris and they say just keep going, it doesn't hurt to take that out of the environment. I asked are we going to create harm and Neal Maine said no.

Sharon Amber Po Box 101 Cannon Beach

I am not a rep of Sea Turtles, my son worked for Sea Turtles Forever. I want to thank you for what you are going here. These people on sea turtles are also providing a really good service for our community. What's different about this non profit and others is they are dealing with an extremely hazardous poisonous substance. We have an extreme hazard on the beach. Before he started cleaning microplastics on the beach I could not leave my windows open on the beach, now I can leave my window open most the time because it doesn't seem to bother me as much. It could be that people are building fires in the line of plastic. They are poisoning us and our guests. I would like to see it as a line item on the budget. add to February 6th meeting for vote.

(2) Lifeguard Budget Clarification

Marc Reckmann said I am sorry for confusion and reviewed the materials from the last meeting. Reckman answered Council's questions. Discussed the Seaside fire lifeguard program. Discussed the use of TLT funds. Ogilvie asked tonight are you looking for support, St. Denis replied yes. Ogilvie asked and we would vote at a future meeting, St. Denis replied yes we would have an IGA. Reckmann added if doing an IGA will need to do it soon so we can start the hiring process. Ogilvie asked when can we do it, St, Denis replied at the February meeting, giving an overview of the process.

(3) Financial Report, 1st Quarter, FYE 2024

Sawrey presented the quarterly report. Sawrey answered Council's questions. Kerr asked for RV park occupancy for this report, Sawrey replied I will get it to St. Denis. Knop said it would be neat to see previous quarters as well. Council thanked Sawrey. St. Denis noted this is Sawyer's last presentation, her last day is 2/2.

(4) Signatories for Financial Institutions

Sawrey summarized the staff report. Sawrey answered Council's questions. Discussed banks.

(5) Council Review of City Hall Project Details Prior to DRB Submittal

St. Denis summarized the item. Leslie Jones gave an overview of the proposed plaza, adding we have updated the plaza drawings, the new ones are on the dais. Jones called out the differences from the plaza drawing in the packet versus the updated ones. Jones answered Council's questions. St. Denis recommending bringing the entire City Hall on 1/30 to review everything before going to March DRB. The council shared their thoughts. Discussed maintenance concerns/issues. Discussed potential

revisions. council consensus of option 1 with a small revision. Jones will continue moving forward with option 1. Jennifer Beattie replied we'll be coming back to come in front to show the full package before going to DRB.

(6) Good of the Order

Hayes said let's talk about last night, Kerr said i liked the format. Knop added I worry we can't run meetings like this all the time. The format has to be a one item discussion. Kerr added it cuts down on animosity. I've received a lot of information from people who are in support of the project, but they didn't say anything last night. Probably because they already have but seems like the people who are dissatisfied with it speaks again and again, a discussion ensued. Discussed public input letters being on the website. Discussed the opposition. Discussed housing issues brought up. Discussed funds spent would be wasted if demolished. Will continue discussing at the January 16th meeting. Discussed timeframe with bonds. Discussed process moving forward.

ADJORNMENT

The meeting was adjourned at 8:59 p.m.

ATTEST:

Jennifer Barrett, Recorder

Barb Knop, Mayor

Minutes of the CANNON BEACH CITY COUNCIL WORK SESSION AND SPECIAL MEETING Tuesday, January 16, 2024

Council Chambers

Present: Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Gary Hayes and Lisa Kerr

Excused:

Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett, Recorder Jennifer Barrett and Chief of Police Jason Schermerhorn in person. Laurie Sawrey via Zoom.

Other:

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:00 p.m.

St. Denis requested to amend the agenda to include an update on the storm activities from the weekend before Public Comment.

Motion: Ogilvie moved to approve the agenda as amended; Hayes seconded the motion.

Vote: McCarthy, Ogilvie, Kerr, Hayes and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

(1) Storm Update

Schermerhorn reported it got icy and we stayed busy. We had 32 calls for service, a normal weekend is 9-10. We prepared for it, put studs on one and chains on the other. Officers put in a lot of time. Silvia was slammed with calls in the office. Schermerhorn gave an overview of the calls received. Schermerhorn answered the Council's questions. Discussed closures.

Marc Reckmann reported we ran 25 calls, usually running 5-6 this time of year, giving an overview of calls received. Discussed fires in Cannon Beach and Seaside, and how they coordinated. Reckmann added we had 8 people in the entire time so were able to run multiple calls simultaneously. Gave overview of OSP request to shut down on 101, however ODOT said no, but we did close off north entrance as that's where a lot of accidents occurred. We were prepared, had all staff vehicles chained up and engine chained up. with ice even chains don't suffice on big vehicles. Reckmann answered Council's questions.

La Bonte reported this was a holiday weekend, we coordinated with staff for on-call and standby. We deployed generators as would normally do. La Bonte noted challenges such as reduced staffing due to holiday weekend and employees who do not live in Cannon Beach and couldn't get to town, which is what will happen in a disaster. Want to recognize fire and PD, we had excellent communication. Gave an overview of calls received. Overall the teams managed extremely well La Bonte noted damaged from tree limbs that fell. We met with staff to discuss things that would help be a stronger team in future events. Discussed the mobile generators the city uses; Haystack and Siuslaw are the only two that needed generators.

Kerr said all of you did an incredible job. Kudos to you all. I felt totally confident. Mayor said thank you to everyone.

PUBLIC COMMENT

Knop said please keep it under 3 minutes and stay kind and respectful.

- Lolly Champion: I have one question, are you going to scale back the design and fiscal responsibility or will you not?
- Deb Atiyeh PO Box 1426: expressed support for Ne'Cus project, noted the funding source and support the Clatsop Nehalem tribal members.
- Jan Siebert-Wahrmund PO Box 778: I support the project and tried to communicate that at every meeting. Spoke about the desire to scale the project back. Noted concerns with the bond.
- Deanna Hammond PO Box 942: Thank you to the first responders. Thinks would have more support if the cost was less. Noted concerns with cost. Noted concerns for loss of TLT funds adding people in town are seeing a downturn as it is already too expensive to stay here.
- Sam Block PO Box 1413: noted concerns with TLT funding and bonds.
- Jan Siebert-Wahrmund: thought it would be helpful if tonight someone can explain how this bond would work.
- Betsy Ayres PO Box 2: spoke in favor of keeping the design as it is.
- Dave Stowe, the Vice Chair of the Clatsop Nehalem Tribe, 20216 Sawyer Reach Court Bend, OR 97703: Spoke in favor of the project adding we worked closely with architects since the beginning and like the design. Most opposition is for cost and size, I am also a builder, and to scale it back would mean demolition and it would cost more to that project than what is being proposed. We like the project a lot, and unanimously support that.
- Lila Wickham PO Box 208, Tolovana Park, 97145: spoke in favor of the project. As MRC coordinator I struggle to find places to meet and feel like if we put some kind of blackout dates into the calendar system it would provide availability for community people to also use the space.
- Linda PO Box 894: sitting with Wade Coykendall, spoke of concerns of the price and being able to pay back the bond.
- Ginny Wrigth PO Box 627: spoke in favor of getting started as it is designed.
- Betty Gearen PO Box 137: spoke in favor of the project.
- Watt Childress 40660 N Fork Road Nehalem, OR: gave history of his involvement with the school site.
- Jessica Sund no address given: spoke about liking the project but noted concerns with the cost.
- Dick Basch 1126 Ave. F: Spoke in support of the project and sharing the history of the tribe with the project and their excitement.
- Sharon Clyde PO Box 973: spoke in support of this project, and gave overview of bonds.
- Tabea Goosen PO Box 19: spoke of experience with home repairs and the costs associated.

- Wade Coykendall PO Box894: shared history of Cannon Beach and concerns with the cost of the project.
- Harvey Claussen PO Box 446: through 2022 the folks involved in this project did a really good job and had something that looked great and was solid.
- Lolly Champion: I asked before if you are going to change the scale, do you think if you put this up to a bond would it pass in the original way?

DISCUSSIONS

(2) Tourism Funding Discussion

St. Denis gave an overview of the room tax revenue expense summary in the packet. Sawrey and St. Denis answer council's questions. St. Denis gave definitions for TAF and TAC. St. Denis noted the chamber agreement was signed in 2019. Discussed what happens when there are residual funds. St. Denis gave an overview of the chamber contract. Kerr said in the audience some people said the TLT was suffering and there are less people coming to town and staying the night. St. Denis replied we are no longer at the height of post covid but going back to the normal. Erik Ostrander noted we are much closer to the 2019 normal numbers, back to what it would have been if covid had never been, a discussion ensued. Hayes added generally TLT collection increases as every time a hotel rate goes up. Personally, I would like to see us create a destination development fund, for projects we could be funding with tourism dollars, giving examples. In this conversation, that to me is where we want to get to. Ogilvie asked does that change with TAF? Hayes replied TAF can't even give away all the money, that's why we started to have conversations about what can be funded. There is this whole category of destination development that fits in with the state law with how you can use those dollars, a discussion ensued. St. Denis noted we do use TLT to fund a portion of HRAP. Discussed uses of funds and state law.

Jim Paino answered Council's questions. Hayes noted some of this may be more suited for our quarterly meeting. Discussed the format of the budget and information provided to Council. Paino noted I am more than happy to sit with someone and go through the budget at any time and provide you precisely the information you want, a discussion ensued.

Hayes said my personal preference would be an information center budget and marketing. Kerr added side by side and everything broken out, Knop added then this one also. Hayes replied with the year-over-year analysis as the contract requires.

Paino asked can I make a small request. If you work with Bruce on what that is and give me that in an email so that I can verbatim provide what it is you guys want then I will do that. Knop replied let's get it in the minutes.

Hayes said I would like to see the visitor center budget and marketing budget, side by side and actuals. Actuals, budget and previous year comparison just one year-over-year analysis as the contract says. Knop added one year back. Is there anything else we want from Jim?

S. Denis said can I ask for clarification? I'm trying to think of how I would do it if I was budgeting. Are you asking for, when you're saying side by side, does it make sense. Kerr replied part of the personnel goes for one and part and some of the payment for a person might go from another budget. So, I want to see which part is coming from one budget and which part is coming from the other. Hayes said I understand why it's difficult because of exactly that. Because one person's salary is coming maybe from three different sources. Part of it's the chamber part of it's information center, part of its marketing. I don't envy your position and what we're asking for here, but somehow, we have to be able to wrap our heads around what is what. Kerr added I just want to understand it and I need a lot more detail than this. Hayes replied I don't know if it can be done in in one budget or if side by side means the same document. Kerr added physically I don't know enough about accounting to know how you would have to set that up. Paino said can we standardize this report so that it is understandable to you and it's the same report quarter after quarter so that we don't keep going over different projects and different

what's this what's that. If it's all there for you to see then you can provide those questions and I can answer them. Switching how it's presented in, what's presented, what's requested makes it more complicated. Hayes said I see the two separate ones as being easier for me to look at. Paino replied if you provide me this in a document or an email so that I can make sure and check off all the things that you guys are requesting that I can format that with our bookkeeper in a way that does exactly as you want. I don't, not sure how much work that is but we'll figure it out. Hayes said I think the way I stated it earlier was as clear as I can get it. J Barrett to email Paino and cc Council.

Discussed the TLT fund allocations. Discussed TAF projects and use of funds. McCarthy added we need to make a list of things we are talking about to fund, such as restroom and trails. Things we want to see done. Discussed the art component. Council consensus to invite TAC to the March work session. Ogilvie asked we are paying the lifeguard program out of general fund. We could take that money and put it someone else to fund the lifeguard program, a discussion ensued. Kerr said I would like to talk to our attorney more about challenges. Would like to see when feasible to push the envelope.

CLOSE WORK SESSION AND START SPECIAL MEETING

(3) Deliberation on Cannon Beach Elementary School Project

Kerr said you provided in one of our presentation the DA Davidson slides with bond approval and sale and hard dates. I don't remember seeing it on paper, I don't think it was in the packet and people are trying to understand how the bond process works. St. Denis replied we can do this; the dates are all flexible with the schedule. Kerr added the more info in the packet the better off the whole process is. St. Denis replied we have a meeting in two days with the bond team and we can put it in the next packet.

Knop said I think we have consensus, we are not abandoning the project and not tearing down the buildings and making it a park. The council agreed. Kerr said that idea was not important to me, but we heard from the community that's what people wanted. Hayes noted if we went with people who want to tear it down we'll lose 75% of people who want it.

Hayes said it is important to acknowledge the money. We've looked at it and where we can cut and I think we can talk about that. We need to acknowledge people's concerns. It's dedicated lodging tax dollars and there are some concerns it would become a property tax liability. Kerr said a question was what if the bonds can't be paid back, St. Denis there would be a restructuring or negotiation. Kerr added I think people are afraid all of a sudden we slap a raise in PFT or property tax, or try and push through a bond measure paid by tax payers and you don't envision any of those things. St. Denis added if you are going to do anything on a property tax you would need a vote unless the situation was so extreme like an earthquake and we would rely on insurance or other things to make it work. To say we would never have to take a different action, a future council may think that's the best option in the world. McCarthy added people have asked can this be insured, St. Denis replied all our properties are insured.

Hayes said a lot of people are thinking minimally bring the facility up to code, repair the two buildings don't worry about fancy windows, leave them separate, which would possibly lower this to \$7-8 million dollars if we just repaired and left them separate. To me we'd have a much less useful facility and don't see it qualifying for tourist dollars. There is no money for a community center. The reason we can accomplish this is the tourism dollars and we can get the benefits of a community center from that. Knop added and scaling it back doesn't honor the tribe. Kerr noted that the idea of not moving the kitchen isn't going to save anything, a discussion ensued regarding the kitchen. Hayes added I myself cannot recommend a reduction in the scope of architecture. A discussion ensued regarding the breeze way.

Hayes said do we want to talk about delaying the project? To me a lot of opponents of the project know a delay knows it will never happen, delaying will cost more and we have funding now. Ogilvie replied we know how much it's costing us, to the tune of \$100,00 per month. McCarthy said there may be places we are going to reduce

it, but it's going to need to be a lot of money to reduce the debt service. St. Denis added when we start talking about reduction there are certain things you'll have to do per code, such as the seismic upgrades. some of which has been done, but will still need to do the walls in both buildings, etc. Hayes added I want to acknowledge the community input. We've asked to simply the landscaping plan, that was the community and DRB and us saying yes we should reduce that. I wonder if there are other parts of the project exterior, park, where we could have more community involvement. And I wouldn't' want to give us the SE plaza, story circle, paver plaza. Some of the architectural details and artwork or interpretive aspects may be better suited to a community-led project. Kerr said are you talking about having another community meeting for the landscape area? Hayes replied I don't know the process. It's important to me that we move on the building, and I don't know what the projects could look like or might look like. Or does it make more sense to hand it to the experts and say give us a finished project. Knop added we can ask in the submission for the landscape plan to cut as many costs as possible and still honor what the tribe would like. I think we need to have the entire thing and then review it to determine where we can make adjustments.

Discussed what the motion would be. St. Denis said I think for us to assure the bond buyers, I think the motion has something to do with developing the project as presented with modifications for landscape ____ and ____.

Motion: Hayes moved to approve moving forward with the project with modifications and approval to the landscape plan in preparation for bonding;

Discussed the motion.

Amend the motion.

- Motion: Hayes moved to approve moving forward with the project with modifications and approval to the landscape plan; Ogilvie seconded the motion.
- Vote: McCarthy, Ogilvie, Kerr, Hayes and Knop voted AYE: the vote was 5:0 and the motion carried.

(4) Good of the Order

McCarthy reported Coffee with Councilors on Monday at 10 am.

Kerr reported I've heard from community members that there's been tree clearing on the Moon property. My understanding when the council by a majority was, they were only going to develop two of the properties because of the slopes. It can't be an R2 on the slopes. The majority of council approved it in opposition to the PC concerns. St. Denis replied I'll find out.

Knop reported trail cleaning party Saturday at 10 am at the 2nd street parking lot.

Kerr asked when can I get an answer on the Moon thing, St. Denis replied likely tomorrow or the next day. I'll get an email to council.

ADJORNMENT

The meeting was adjourned at 8:30 p.m.

ATTEST:

Jennifer Barrett, Recorder

Barb Knop, Mayor

Minutes of the CANNON BEACH CITY COUNCIL WORK SESSION Tuesday, January 30, 2024 Council Chambers

Present: Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Gary Hayes and Lisa Kerr

Excused:

- Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett, Recorder Jennifer Barrett and Chief of Police Jason Schermerhorn
- Other: CIDA Architect Leslie Jones and Angelica Juengel in person. Landscape architect Joyce Jackson via Zoom.

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:05 p.m.

Motion: Ogilvie moved to approve the agenda; Hayes seconded the motion.

Vote: McCarthy, Ogilvie, Kerr, Hayes and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

PUBLIC COMMENT

- Mitzie Frankfort 572 Old CB Road, shared their opinion on world issues.
- Albert Fish 340 Elk Creek Road, shared their opinion on world issues.
- Randal Tarly 188 E Harrison Street, shared their opinion on world issues

Took a break at 6:15 pm. Reconvened at 6:16 pm

DISCUSSIONS

(1) Cannon Beach City Hall Design Package Review

St. Denis introduced the item and CIDA.

Jones gave an overview of the update plans. A copy is included in the record. Discussed the tree removals on the site. Discussed the arborist report that Jeff Gerhardt is working on. Jones answered council's questions. Jones noted I will incorporate your comments and the arborist detail to submit application to DRB for the March hearing. Council would like see revisions before going to DRB. Discussed dates for council to review the plans. Jones added we should have arborist report by the 6th, and we need to coordinate with consultants. We may be able to do 2/13. Discussed the revisions that will be made. Will bring back to 2/13 work session for final review.

(2) Good of the Order

Knop what is the format for the meeting tomorrow. St. Denis replied Elissa will speak, then Council/PC/DRB will ask questions and have a dsicussion. Then we will open it to public comment at begining of meeting for non agenda items and then puyblic comment after the dsiucssion. Disucssed where in the meeting housing public comment should be. Consensus to have hosuing public comment after Elissa speaks.

Kerr asked about the year SDC update. J Barrett replied this will be on the March session.

McCarthy asked did we get answer on Moon. Kerr replied Steve looked and didn't see any clearning on hillside. However someone from Planning Commission said there is clearing of brush on the hillside, Kerr added Steve said he wasn't sure what it looked like beforehand so it was hard to tell. The PC person is very fmailiar with lot and said it happened. I think at some point would like steve to take another peek and we need to keep on top of it.

McCarthy asked can we have an introduction of the new city employees. St. Denis replied yes, we will try to have it on the next meeting.

St. Denis noted the Fire Chief will be here tomorrow counting to 44. Once we reach capacity we will open Chamber Hall.

ADJORNMENT

The meeting was adjourned at 7:32 p.m.

ATTEST:

Jennifer Barrett, Recorder

Barb Knop, Mayor

Minutes of the CANNON BEACH CITY COUNCIL WORK SESSION Wednesday, January 31, 2024 Council Chambers

Present:	Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Gary Hayes and Lisa Kerr
	Planning Commissioners: Mike Bates, Anna Moritz and Erik Ostrander in person. Les Sinclair, Dorian Farrow and Aaron Matusick via Zoom.
	Design Review Board: Harvey Claussen and Anita Dueber in person. Michelle Valigura and Dave Doering via Zoom.
Excused:	Planning Commissioner Clay Newton
Staff:	City Manager Bruce St. Denis, Recorder Jennifer Barrett, Chief of Police Jason Schermerhorn, City Planner Robert St. Clair
Others:	Urbsworks representatives Marcy McInelly and Elissa Gertler, Housing Manager for Clatsop County

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:00 p.m.

- Motion: Ogilvie moved to approve the agenda; Hayes seconded the motion.
- Vote: McCarthy, Ogilvie, Kerr, Hayes and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

PUBLIC COMMENT

Knop said public comment is for anything not related to the housing presentation. After the presentation we will then open for public comment for that topic. Keep under three minutes, keep it kind and respectful.

Herb Florer PO Box 546 CB, spoke about Chief's retirement.

DISCUSSIONS

Code Audit Joint Work Session with Planning Commission and Design Review Board a. A Conversation about Housing in Cannon Beach with Elissa Gertler, Housing Manager for Clatsop County

Dunning said the housing survey is out. there is a QR code on the flyer please take it. Dunning introduced Elissa Gertler, housing manager for Clatsop County, summarizing her background. We received 210 responses on housing survey, Dunning gave summary of the results adding more formal results coming. We plan to keep it open one more week. Dunning turned the meeting over to Gertler.

Gertler said thank you for having me here to have this conversation. Gertler gave a verbal presentation about housing. Noted county wide housing planning study on buildable land in the county, adding Cannon Beach will get their own inventory as well as infrastructure study to assist. Will also look at building supply. Noted steps
moving forward to address the needs. Gertler answered Council/PC & DRB questions. Dunning answered questions. Discussed options for STR.

Knop opened up public comment.

Lila Wickham PO Box 208 Tolovana Park Asked questions about affordable housing.

Carmen Swigart PO Box 214 Asked questions about the construction excise tax.

Tim Ramey PO Box 429 Presented details about homes for sale in the area, giving statistics he's researched.

Jan Siebert-Wahrmund PO Box 778 Spoke in support of workforce hosing noting concerns on how it would be accomplished. Suggested restrictions for STRs.

Richard Kosa PO Box 656 Noted concerns about limiting the STRs, and concerns about company housing. Discussed raising minimum wage. Made suggestions on infrastructure.

Paul No last name given PO Box 1262 Spoke about density in cannon beach and the people that live here that are in need of housing assistance. Discussed apartments in the area and quality of housing.

Kendra Edwards PO Box 886 Shared her story about housing and seasonal workers.

Alan Barber PO Box 801 Asked questions about Southwind development.

Jay Orloff PO Box 563 Spoke about low income housing in the area and other potential locations for housing and the concerns with the locations.

Tim Ramey PO Box 429 Corrected a number from Jay Orloff's comments, noting \$300,000 will go into GF from the RV park.

Via Zoom

Amber Fowler PO Box 657 Spoke about having diversified and other housing options. Noted concerns for illegal STRs.

Herb Florer PO Box 546 Thanked mayor and council for being here tonight, and Gertler for a great job on the presentation. Spoke of the misconception about STRs.

Jessica Alexander PO Box 1148 Spoke about housing while growing up here.

Ann Marie Radich PO Box 583 Expressed concerns of housing situation in CB.

Minutes, Cannon Beach City Council, January 31, 2024

Minutes, Cannon Beach City Council, January 31, 2024

Pat Durkin PO Box 173 Spoke about the community floundering and need all age groups here to support the community.

Back to audience for people who have not spoken

Craig Farell PO Box 981: manager of Shorewood, but spoke to the demand for housing, noting the current waitlist parameters and issued they face.

Jen Yeh PO Box 138: spoke about her past rentals and the current market for homes for sale.

CC/DRB/PC discussed housing incentives. Spoke about steps moving forward and focus group. Spoke about the survey. Hayes noted we should be looking at all fronts, RV Park, Southwind, Code Audit, incentives, etc. Dunning and Gertler answered Council's questions. Dunning suggested forming a focus group to work this with as much dedication as people gave to wetlands.

Dunning noted within 2 months would have wetland overlay and organization adopted and this is the main topic we would hit next. We would like to continue working with Gertler. Knop said the next step would be joint DRB/PC/CC and have Chet and Gertler come and speak to us, after that meeting make topic of focus group. Dunning replied can we make that the topic for the Feb 29th meeting.

Ogilive asked about the buildable lands inventory grant process, Gertler gave an overview, a discussion ensued.

Margo Lalich PO Box 1282: spoke about historic institutional perspective, sharing her housing story.

Bara Mbathie PO Box 1012: shared story about family about to be evicted about 6 months ago, noting there are resources available, giving an overview.

Aaron Matusick the arch cape project not dead forever, in purgatory right now, hoping to move forward eventually. Gave overview of NC Housing solutions. Spoke about the Southwind site.

Amber Fowler: thank you to everyone and appreciate the city and council letting everyone speak. Noted the appreciation of houses purchased 40 years ago.

Pat Durkin asked Bara questions about loans and classes. Bara noted a lot of banks and private lenders offer, adding there are programs to help people based on their income. A discussion ensued regarding timber company business partnerships.

(2) Good of the Order

Jennifer Barrett, Recorder

Knop thanked our guest speaker and Marcy. Thanks to our audience members, DRB and PC thank you for coming.

ADJORNMENT

The meeting was adjourned at 8:48_ p.m.

ATTEST:

Barb Knop, Mayor





STAFF REPORT

UTILITY RATE STUDY

Agenda Date: February 13, 2024

Prepared by: Ron Logan Assistant Finance Director

BACKGROUND

On September 19, 2023, staff and council met in a work session to review the Utility Rate Study Report presented by FCS Group. Staff was asked to continue discussions and bring back information requested during the meeting, particularly regarding the 10-year rate increase schedule proposed in the rate study.

At the October 10, 2023 work session, council directed FCS Group to provide rate increase options that allocated rate increases in years 2 through 10 so that they are more equitable to customers who use less water.

On November 7, 2023, council agreed to the water rate increase that was proposed in the rate study dated September 19, 2023 for only year one, effective January 1, 2024 and passed a resolution adopting the year one rate.

A revised rate design analysis is included as attachment A dated February 13, 2024 for council discussion and consideration. This water rate design analysis addresses water rates for fiscal years ending 2025 through 2032 of the rate study. Doug Gabbard will be presenting the water rate design scenarios and answer any questions.

RECOMMENDATION

Agree on a rate scenario and advise staff to instruct FCS Group to incorporate that scenario into the Water, Sewer, & Storm Drain 2023 Utility Rate Study so that it can later be presented to council for consideration and final adoption.

List of Attachments

- A FCS Group Water Rate Design Scenarios Dated February 13, 2024
- B FCS Group Water, Sewer, & Storm Drain 2023 Utility Rate Study Dated September 19, 2023

Attachment A



Water Rate Design Utility Rate Study

February 13, 2024

Presented by: Doug Gabbard, Project Manager Amanda Levine, Project Consultant









- Review the City's water utility revenue requirement results
- Explain and review the objectives of a rate design
- Review the City's water rate design analysis
 - » Scenario 0: Status quo (revenue requirement result)
 - » Scenario 1: Lower the base charge for residential 3/4" meters
 - 1a. Usage charge is increased by recommended rate
 - 1b. Usage charge remained unchanged (FY 2023 rate)
 - » Scenario 2: Shift revenue to the volumetric portion of the bill
 - 2a. No price elasticity
 - 2b. Includes price elasticity

Water Utility: Revenue Requirement Recap







*Note that FY 2024 implements a January 1st rate, whereas all other years implement on July 1st.

Water Utility: Rate Design Analysis





As of September 1, 2020

	R	July 1, 2 esolution N	2020 Io. 20-24				F	September Resolution N	1, 2020 o. 20-25		Additional Revenue Gained if Consumption is based on prior Base Allowances		
Meter Size	Scaling Factor	Base Rate	Base Allowance	Charge based on max allowance		Meter Size	Scaling Factor	Charge for old base allowance differential	Old Base Allowance Consumption with new structure				
3/4"	1	24.20	400	24.20		3/4"	1	24.20	400	24.20	0	24.20	
1"	2.5	60.50	1,000	60.50		1"	2.5	60.50	400	60.50	36.30	96.80	
1-1/2"	5	121.00	2,000	121.00		1-1/2"	5	121.00	400	121.00	96.80	217.80	
2"	8	193.60	3,200	193.60		2"	8	193.60	400	193.60	169.40	363.00	
3"	16	387.20	6,400	387.20		3"	16	387.20	400	387.20	363.00	750.20	
4"	25	605.00	10,000	605.00		4"	25	605.00	400	605.00	580.80	1,185.80	
6"	50	1,210.00	20,000	1,210.00		6"	50	1,210.00	400	1,210.00	1,185.80	2,395.80	
Unit Rate is \$6.05 per 100 cubic feet						Unit Rate	e is \$6.05 pe	er 100 cubic	feet				
-							00 I.		* + * + * *				

Example: A 1 1/2 " meter under the old base allowance of 2,000 cubic feet would pay \$121.00 per month, this assumes the customer is using the full 2,000 cubic feet. Under the new base allowance, the customer using the full 2,000 cubic feet would pay \$217.80 per month.

There was no change to customers with 3/4" meters. All other meter sizes see increases for usage above 400 cubic feet.

- The previous rate design change was <u>not</u> revenue neutral, meaning the change influenced the amount of revenue the City generated.
- This study's rate design options are <u>revenue neutral</u>: all three scenarios generate the same amount of revenue for the utility, but in different ways.



- Keep the rate design the same, and simply increase the FY 2023 rates by the recommended increases, and for each year beyond
 - » Each customer is charged a "base charge" which is based on their meter size
 - » Each customer is charged a "usage charge" which is based on their water usage (per 100 cubic feet)
 - Each customer (regardless of meter size or customer class) gets a base allowance of 400 cubic feet
- The utility will generate approximately \$1.6 million in rate revenue
- This is the current rate design and rate increase path for the City



Water Rate Schedule

Scenario 0: Status quo

Generates \$1.6 million in revenue for FY 2024

Watar Htility										
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
		23.00%	20.00%	20.00%	20.00%	20.00%	11.00%	3.00%	3.00%	3.00%
Base Rate up to 400 cf (Monthly)										
3/4"	\$25.67	\$31.57	\$37.89	\$45.47	\$54.56	\$65.47	\$72.67	\$74.85	\$77.10	\$79.41
1"	\$64.19	\$78.95	\$94.74	\$113.69	\$136.43	\$163.72	\$181.73	\$187.18	\$192.79	\$198.58
1 1/2"	\$128.37	\$157.90	\$189.47	\$227.37	\$272.84	\$327.41	\$363.43	\$374.33	\$385.56	\$397.13
2"	\$205.39	\$252.63	\$303.16	\$363.79	\$436.54	\$523.85	\$581.48	\$598.92	\$616.89	\$635.40
3"	\$410.77	\$505.25	\$606.30	\$727.56	\$873.07	\$1,047.68	\$1,162.93	\$1,197.81	\$1,233.75	\$1,270.76
6"	\$1,283.67	\$1,578.91	\$1,894.70	\$2,273.64	\$2,728.36	\$3,274.04	\$3,634.18	\$3,743.21	\$3,855.50	\$3,971.17
Irrigation Line	\$51.34	\$63.15	\$75.78	\$90.93	\$109.12	\$130.94	\$145.35	\$149.71	\$154.20	\$158.83
Volume Charge (100 cf)	\$6.42	\$7.90	\$9.48	\$11.37	\$13.65	\$16.37	\$18.18	\$18.72	\$19.28	\$19.86

Water										
Sample Monthly Bills	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
3/4" Meter at 400 cf of usage	\$25.67	\$31.57	\$37.89	\$45.47	\$54.56	\$65.47	\$72.67	\$74.85	\$77.10	\$79.41
3/4" Meter at 800 cf of usage	\$51.35	\$63.16	\$75.79	\$90.95	\$109.14	\$130.97	\$145.38	\$149.74	\$154.23	\$158.86
2" Meter at 400 cf of usage	\$205.39	\$252.63	\$303.16	\$363.79	\$436.54	\$523.85	\$581.48	\$598.92	\$616.89	\$635.40
2" Meter at 800 cf of usage	\$231.07	\$284.22	\$341.06	\$409.27	\$491.13	\$589.35	\$654.18	\$673.80	\$694.02	\$714.84



Water Rate Design

Scenario 1a: Lower the base charge for residential 3/4" meters – increase usage charges Generates \$1.6 million in revenue for FY 2024

- Lower the 3/4" base charge to a 0% rate increase, and raise the larger meter sizes accordingly
 - » This will mean a 3/4" meter in FY 2024 will be charged \$25.67, as they are in FY 2023
 - » All other meters will be charged MORE than the 23% increase (the recommended increase)
- Increase the usage rates by the recommended increases
 - The FY 2023 charge was \$6.42 per 100 cubic feet, and the new charge will be \$7.90 per 100 cubic feet for all meter sizes
- The utility will generate approximately \$1.6 million in rate revenue



Water Rate Schedule

Scenario 1a: Lower the base charge for residential 3/4" meters – increase usage charges Generates \$1.6 million in revenue for FY 2024

Watar Utility										
water othity	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
			20.00%	20.00%	20.00%	20.00%	11.00%	3.00%	3.00%	3.00%
Base Rate up to 400 cf (Monthly)										
3/4"	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
1"	\$64.19	\$108.50	\$130.20	\$156.24	\$187.49	\$224.98	\$249.73	\$257.22	\$264.94	\$272.89
1 1/2"	\$128.37	\$216.98	\$260.38	\$312.45	\$374.94	\$449.93	\$499.42	\$514.41	\$529.84	\$545.74
2"	\$205.39	\$347.17	\$416.60	\$499.92	\$599.90	\$719.88	\$799.07	\$823.04	\$847.74	\$873.17
3"	\$410.77	\$694.32	\$833.18	\$999.82	\$1,199.78	\$1,439.73	\$1,598.11	\$1,646.05	\$1,695.43	\$1,746.29
6"	\$1,283.67	\$2,169.76	\$2,603.71	\$3,124.46	\$3,749.35	\$4,499.22	\$4,994.13	\$5,143.96	\$5,298.27	\$5,457.22
Irrigation Line	\$51.34	\$51.34	\$61.61	\$73.93	\$88.72	\$106.46	\$118.17	\$121.71	\$125.37	\$129.13
Volume Charge (100 cf)	\$6.42	\$7.90	\$9.48	\$11.37	\$13.65	\$16.37	\$18.18	\$18.72	\$19.28	\$19.86

Water										
Sample Monthly Bills	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
3/4" Meter at 400 cf of usage	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
3/4" Meter at 800 cf of usage	\$51.35	\$57.26	\$68.71	\$82.45	\$98.94	\$118.73	\$131.79	\$135.74	\$139.81	\$144.01
2" Meter at 400 cf of usage	\$205.39	\$347.17	\$416.60	\$499.92	\$599.90	\$719.88	\$799.07	\$823.04	\$847.74	\$873.17
2" Meter at 800 cf of usage	\$231.07	\$378.75	\$454.50	\$545.40	\$654.49	\$785.38	\$871.77	\$897.93	\$924.87	\$952.61



Water Rate Design

Scenario 1b: Lower the base and usage charges for residential 3/4" meters Generates \$1.6 million in revenue for FY 2024

- Lower the 3/4" base charge to a 0% rate increase, and raise the larger meter sizes accordingly
 - » This will mean a 3/4" meter in FY 2024 will be charged \$25.67, as they are in FY 2023
 - » All other meters will be charged MORE than the 23% increase (the recommended increase)
- Increase the usage rates for meters sizes larger than 3/4" by the recommended increases, and lower the 3/4" meter rate to the FY 2023 amount
 - » The FY 2023 charge was \$6.42 per 100 cubic feet, and the new charge will be \$7.90 per 100 cubic feet for all meters larger than 3/4"
 - » 3/4" usage charges will remain at \$6.42 for FY 2023
- The utility will generate approximately \$1.6 million in rate revenue



Water Rate Schedule

Scenario 1b: Lower the base and usage charges for residential 3/4" meters Generates \$1.6 million in revenue for FY 2024

Watar Htility										
water othity	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
			20.00%	20.00%	20.00%	20.00%	11.00%	3.00%	3.00%	3.00%
Base Rate up to 400 cf (Monthly)										
3/4"	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
1"	\$64.19	\$115.55	\$138.66	\$166.39	\$199.67	\$239.60	\$265.96	\$273.94	\$282.15	\$290.62
1 1/2"	\$128.37	\$231.08	\$277.29	\$332.75	\$399.30	\$479.17	\$531.87	\$547.83	\$564.26	\$581.19
2"	\$205.39	\$369.72	\$443.67	\$532.40	\$638.88	\$766.66	\$850.99	\$876.52	\$902.81	\$929.90
3"	\$410.77	\$739.43	\$887.31	\$1,064.78	\$1,277.73	\$1,533.28	\$1,701.94	\$1,753.00	\$1,805.59	\$1,859.75
6"	\$1,283.67	\$2,310.74	\$2,772.88	\$3,327.46	\$3,992.95	\$4,791.54	\$5,318.61	\$5,478.17	\$5,642.51	\$5,811.79
Irrigation Line	\$51.34	\$51.34	\$61.61	\$73.93	\$88.72	\$106.46	\$118.17	\$121.71	\$125.37	\$129.13
Volume Charge (100 cf) (3/4")	\$6.42	\$6.42	\$7.71	\$9.25	\$11.10	\$13.32	\$14.78	\$15.23	\$15.68	\$16.15
Volume Charge (100 cf) (other)	\$6.42	\$7.90	\$9.48	\$11.38	\$13.65	\$16.38	\$18.18	\$18.73	\$19.29	\$19.87

Water										
Sample Monthly Bills	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
3/4" Meter at 400 cf of usage	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
3/4" Meter at 800 cf of usage	\$51.35	\$51.36	\$61.63	\$73.96	\$88.75	\$106.50	\$118.22	\$121.76	\$125.42	\$129.18
2" Meter at 400 cf of usage	\$205.39	\$369.72	\$443.67	\$532.40	\$638.88	\$766.66	\$850.99	\$876.52	\$902.81	\$929.90
2" Meter at 800 cf of usage	\$231.07	\$401.32	\$481.59	\$577.90	\$693.49	\$832.18	\$923.72	\$951.43	\$979.98	\$1,009.38



Water Rate Design

Scenario 2a: Shift revenue to the volumetric portion of the bill – does not consider price elasticity Generates \$1.6 million in revenue for FY 2024

- Hold the 3/4" base charge to a 0% rate increase, and raise the larger meter sizes in proportion to the existing rate schedule
 - » This is based on the meter multiples between meter sizes
- Increase the usage rates to generate the remaining rate revenue
 - » The FY 2023 charge was \$6.42 per 100 cubic feet, and the new charge will be \$10.06 per 100 cubic feet
- The utility will generate approximately \$1.6 million in rate revenue



Water Rate Schedule

Scenario 2a: Shift revenue to the volumetric portion of the bill – does not consider price elasticity Generates \$1.6 million in revenue for FY 2024

Watar Utility										
water othity	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
			20.00%	20.00%	20.00%	20.00%	11.00%	3.00%	3.00%	3.00%
Base Rate up to 400 cf (Monthly)										
3/4"	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
1"	\$64.19	\$64.19	\$77.03	\$92.43	\$110.92	\$133.10	\$147.75	\$152.18	\$156.74	\$161.45
1 1/2"	\$128.37	\$128.37	\$154.04	\$184.85	\$221.82	\$266.19	\$295.47	\$304.33	\$313.46	\$322.87
2"	\$205.39	\$205.39	\$246.47	\$295.76	\$354.91	\$425.90	\$472.75	\$486.93	\$501.54	\$516.58
3"	\$410.77	\$410.77	\$492.92	\$591.51	\$709.81	\$851.77	\$945.47	\$973.83	\$1,003.05	\$1,033.14
6"	\$1,283.67	\$1,283.67	\$1,540.40	\$1,848.48	\$2,218.18	\$2,661.82	\$2,954.62	\$3,043.26	\$3,134.55	\$3,228.59
Irrigation Line	\$51.34	\$51.34	\$61.61	\$73.93	\$88.72	\$106.46	\$118.17	\$121.71	\$125.37	\$129.13
Volume Charge (100 cf)	\$6.42	\$10.06	\$12.07	\$14.49	\$17.39	\$20.86	\$23.16	\$23.85	\$24.57	\$25.30

Water										
Sample Monthly Bills	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
3/4" Meter at 400 cf of usage	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
3/4" Meter at 800 cf of usage	\$51.35	\$65.91	\$79.10	\$94.92	\$113.90	\$136.68	\$151.71	\$156.27	\$160.95	\$165.78
2" Meter at 400 cf of usage	\$205.39	\$205.39	\$246.47	\$295.76	\$354.91	\$425.90	\$472.75	\$486.93	\$501.54	\$516.58
2" Meter at 800 cf of usage	\$231.07	\$245.63	\$294.76	\$353.71	\$424.46	\$509.35	\$565.38	\$582.34	\$599.81	\$617.80



Water Rate Design

Scenario 2b: Shift revenue to the volumetric portion of the bill – considering price elasticity Generates \$1.6 million in revenue for FY 2024

- Hold the 3/4" base charge to a 0% rate increase, and raise the larger meter sizes in proportion to the existing rate schedule
 - » This is based on the meter multiples between meter sizes
- Increase the usage rates to generate the remaining rate revenue, while considering price elasticity (change in demand as price increases)
 - » The FY 2023 charge was \$6.42 per 100 cubic feet, and the new charge will be \$11.70 per 100 cubic feet
- The utility will generate approximately \$1.6 million in rate revenue



Water Rate Schedule

Scenario 2b: Shift revenue to the volumetric portion of the bill – considering price elasticity Generates \$1.6 million in revenue for FY 2024

Water Htility										
water othity	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
			20.00%	20.00%	20.00%	20.00%	11.00%	3.00%	3.00%	3.00%
Base Rate up to 400 cf (Monthly)										
3/4"	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
1"	\$64.19	\$64.19	\$77.03	\$92.43	\$110.92	\$133.10	\$147.75	\$152.18	\$156.74	\$161.45
1 1/2"	\$128.37	\$128.37	\$154.04	\$184.85	\$221.82	\$266.19	\$295.47	\$304.33	\$313.46	\$322.87
2"	\$205.39	\$205.39	\$246.47	\$295.76	\$354.91	\$425.90	\$472.75	\$486.93	\$501.54	\$516.58
3"	\$410.77	\$410.77	\$492.92	\$591.51	\$709.81	\$851.77	\$945.47	\$973.83	\$1,003.05	\$1,033.14
6"	\$1,283.67	\$1,283.67	\$1,540.40	\$1,848.48	\$2,218.18	\$2,661.82	\$2,954.62	\$3,043.26	\$3,134.55	\$3,228.59
Irrigation Line	\$51.34	\$51.34	\$61.61	\$73.93	\$88.72	\$106.46	\$118.17	\$121.71	\$125.37	\$129.13
Volume Charge (100 cf)	\$6.42	\$11.70	\$14.04	\$16.84	\$20.21	\$24.26	\$26.92	\$27.73	\$28.56	\$29.42

Water										
Sample Monthly Bills	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
3/4" Meter at 400 cf of usage	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
3/4" Meter at 800 cf of usage	\$51.35	\$72.46	\$86.95	\$104.34	\$125.21	\$150.25	\$166.78	\$171.78	\$176.94	\$182.24
2" Meter at 400 cf of usage	\$205.39	\$205.39	\$246.47	\$295.76	\$354.91	\$425.90	\$472.75	\$486.93	\$501.54	\$516.58
2" Meter at 800 cf of usage	\$231.07	\$252.18	\$302.62	\$363.14	\$435.77	\$522.92	\$580.44	\$597.85	\$615.79	\$634.26



Water										
Sample Monthly Bills 3/4" Meter at 400 cf of usage	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Scenario 0	\$25.67	\$31.57	\$37.89	\$45.47	\$54.56	\$65.47	\$72.67	\$74.85	\$77.10	\$79.41
Scenario 1a	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
Scenario 1b	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
Scenario 2a	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56
Scenario 2b	\$25.67	\$25.67	\$30.80	\$36.96	\$44.36	\$53.23	\$59.08	\$60.86	\$62.68	\$64.56

Water										
Sample Monthly Bills 3/4" Meter at 800 cf of usage	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Scenario 0	\$51.35	\$63.16	\$75.79	\$90.95	\$109.14	\$130.97	\$145.38	\$149.74	\$154.23	\$158.86
Scenario 1a	\$51.35	\$57.26	\$68.71	\$82.45	\$98.94	\$118.73	\$131.79	\$135.74	\$139.81	\$144.01
Scenario 1b	\$51.35	\$51.36	\$61.63	\$73.96	\$88.75	\$106.50	\$118.22	\$121.76	\$125.42	\$129.18
Scenario 2a	\$51.35	\$65.91	\$79.10	\$94.92	\$113.90	\$136.68	\$151.71	\$156.27	\$160.95	\$165.78
Scenario 2b	\$51.35	\$72.46	\$86.95	\$104.34	\$125.21	\$150.25	\$166.78	\$171.78	\$176.94	\$182.24

Water										
2" Meter at 800 cf of usage	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Scenario 0	\$231.07	\$284.22	\$341.06	\$409.27	\$491.13	\$589.35	\$654.18	\$673.80	\$694.02	\$714.84
Scenario 1a	\$231.07	\$378.75	\$454.50	\$545.40	\$654.49	\$785.38	\$871.77	\$897.93	\$924.87	\$952.61
Scenario 1b	\$231.07	\$401.32	\$481.59	\$577.90	\$693.49	\$832.18	\$923.72	\$951.43	\$979.98	\$1,009.38
Scenario 2a	\$231.07	\$245.63	\$294.76	\$353.71	\$424.46	\$509.35	\$565.38	\$582.34	\$599.81	\$617.80
Scenario 2b	\$231.07	\$252.18	\$302.62	\$363.14	\$435.77	\$522.92	\$580.44	\$597.85	\$615.79	\$634.26

Thank you! Questions?

Doug Gabbard, Project Manager (503) 374-1707 <u>dougg@fcsgroup.com</u>

Amanda Levine, Project Consultant (425) 615-6509 amandal@fcsgroup.com

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Attachment B



Water, Sewer & Storm Drain 2023 Utility Rate Study

September 19, 2023

Presented by: Doug Gabbard, Project Manager Amanda Levine, Project Consultant

















Recommendations





- Review the rate study assumptions
- Review the City's operating and capital needs
- Evaluate ongoing City expenses
- Review City rate forecast
 - » Water
 - » Sewer
 - » Storm Drain







• This analysis assumes the following reserve structure:

Reserve	Purpose	Minimum Balance
Operating Fund	 Accommodate difference in revenue / expense cycles 	 73 days (20%) of operating expenses ~ \$263,000 based on 2023 water expenses ~ \$304,000 based on 2023 wastewater expenses ~ ≈ \$59,000 based on 2023 storm drain expenses
Capital Fund	 Segregate funds restricted for capital Protect against capital cost overruns Provide for emergency asset replacement 	 1% of plant-in-service ~≈ \$86,000 based on current water assets ~≈ \$132,000 based on current wastewater assets \$100,000 based on an average storm drain emergency project

Goal: Maintain combined operating/capital balance equal to at least 180 days of operating expenses (policy recommended by bond rating agencies)



Annual Cost Inflation

- » General: 4.06%
- » Labor: 2.22%, Benefits: 3.07%
- » Construction: 3.42%

Annual Growth Rates

- » Customer growth (all utilities): 0.30%
- » An average of 6 new customers per year

• Operating Forecast

- » Rate revenues, other operating revenue, and expenses forecasted based on City's FY 2023-24 budget
 - Revenues are escalated by the annual growth rates
 - Expenses are escalated by one of the annual cost inflation factors





July 1, 2020								Sentember	Additional Revenue Gained if				
Resolution No. 20-24						F	Resolution N	Consumption is based on prior					
											Base A	Allowances	
Meter Size	Scaling Factor	Base Rate	Base Allowance	Charge based on max allowance		Meter Size	Scaling Factor	Base Rate	Base Allowance	Charge based on max allowance	Charge for old base allowance differential	Old Base Allowance Consumption with new structure	
3/4"	1	24.20	400	24.20		3/4"	1	24.20	400	24.20	0	24.20	
1"	2.5	60.50	1,000	60.50		1"	2.5	60.50	400	60.50	36.30	96.80	
1-1/2"	5	121.00	2,000	121.00		1-1/2"	5	121.00	400	121.00	96.80	217.80	
2"	8	193.60	3,200	193.60		2"	8	193.60	400	193.60	169.40	363.00	
3"	16	387.20	6,400	387.20		3"	16	387.20	400	387.20	363.00	750.20	
4"	25	605.00	10,000	605.00		4"	25	605.00	400	605.00	580.80	1,185.80	
6"	50	1,210.00	20,000	1,210.00		6"	50	1,210.00	400	1,210.00	1,185.80	2,395.80	
	Unit Rate is \$6.05 per 100 cubic feet						Unit Rate is \$6.05 per 100 cubic feet						

Example: A 1 1/2 " meter under the old base allowance of 2,000 cubic feet would pay \$121.00 per month, this assumes the customer is using the full 2,000 cubic feet. Under the new base allowance, the customer using the full 2,000 cubic feet would pay \$217.80 per month.

There was no change to customers with 3/4" meters. All other meter sizes see increases for usage above 400 cubic feet.





- \$22.2 million in capital projects from 2023 2032
- City cash expected to cover \approx 36% of the planned project costs
 - » 41% (\$9.2 M) expected to be funded from capital grants
 - Phase I and II of the Water Resiliency Project
 - » 36% (\$7.9 M) expected to be funded by rate revenues & existing reserves
 - » 23% (\$5.0 M) expected to be funded by debt
 - » <1% (\$0.1 M) expected to be funded by SDCs





Water										
Rate Revenue Forecast	FY 2023	FY 2024*	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Annual Rate Revenue Increase		23.00%	20.00%	20.00%	20.00%	20.00%	11.00%	3.00%	3.00%	3.00%
Monthly SFR Bill at 400 cf	\$25.67	\$31.57	\$37.89	\$45.47	\$54.56	\$65.47	\$72.67	\$74.85	\$77.10	\$79.41
Change From Prior Year		+\$5.90	+\$6.31	+\$7.58	+\$9.09	+\$10.91	+\$7.20	+\$2.18	+\$2.25	+\$2.31
Revenue Bond Issuances					\$5.025 M					

*Note that FY 2024 implements a January 1st rate, whereas all other years implement on July 1st.





Wastewater Utility









Capital Funding Strategy (2023 – 2032)

- \$1.9 million in capital projects from 2023 2032
- City cash expected to cover \approx 100% of the planned project costs
 - 85% (\$1.7 M) expected to be funded by rate revenues & existing reserves **》**
 - 15% (\$0.2 M) expected to be funded by SDCs **》**

Wastewater Utility Revenue Requirement Forecast



Wastewater										
Rate Revenue Forecast	FY 2023	FY 2024*	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Annual Rate Revenue Increase		16.20%	10.50%	10.50%	4.50%	4.50%	4.50%	2.00%	2.00%	2.00%
Monthly SFR Bill at 400 cf	\$28.74	\$33.39	\$36.90	\$40.77	\$42.60	\$44.52	\$46.53	\$47.46	\$48.40	\$49.37
Change From Prior Year		+\$4.65	+\$3.51	+\$3.87	+\$1.83	+\$1.92	+\$2.00	+\$0.93	+\$0.95	+\$0.97

*Note that FY 2024 is already adopted




FCS GROUP

Storm Drain Utility









Capital Funding Strategy (2023 – 2032)



- \$389K in capital projects from 2023 2032
- City cash expected to cover \approx 100% of the planned project costs
 - » 94% (\$364K) expected to be funded by rate revenues & existing reserves
 - » 6% (\$25K) expected to be funded by SDCs







Available for Capital

– Revenue with Increases

Storm Drain										
Rate Revenue Forecast	FY 2023	FY 2024*	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Annual Rate Revenue Increase		30.00%	12.00%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
Monthly Charge per Unit	\$9.22	\$11.99	\$13.43	\$13.73	\$14.04	\$14.36	\$14.68	\$15.01	\$15.35	\$15.69
Change From Prior Year		+\$2.77	+\$1.44	+\$0.30	+\$0.31	+\$0.32	+\$0.32	+\$0.33	+\$0.34	+\$0.35

*Note that FY 2024 is already adopted





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• Adopt water rate increases of:

- » 23.00% in FY 2023-24 (January 1, 2024)
- » 20.00% in FY 2024-25 (July 1, 2024)
- » 20.00% in FY 2025-26 (July 1, 2025)
- » 20.00% in FY 2026-27 (July 1, 2026)

• Adopt wastewater rate increases of:

- » 10.50% in FY 2024-25 (July 1, 2024)
- » 10.50% in FY 2025-26 (July 1, 2025)
- » 4.50% in FY 2026-27 (July 1, 2026)

• Adopt storm drain rate increases of:

- » 12.00% in FY 2024-25 (July 1, 2024)
- » 2.25% in FY 2025-26 (July 1, 2025)
- » 2.25% in FY 2026-27 (July 1, 2026)
- Monitor financial status regularly, considering adjustments as needed
 - » Revisit FY 2027-28 through FY 2028-29 rate increases around FY 2026-27

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Thank you! Questions?

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Watar Utility										
Water Othity	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
		23.00%	20.00%	20.00%	20.00%	20.00%	11.00%	3.00%	3.00%	3.00%
Base Rate up to 400 cf (Monthly)										
3/4"	\$25.67	\$31.57	\$37.89	\$45.47	\$54.56	\$65.47	\$72.67	\$74.85	\$77.10	\$79.41
1"	\$64.19	\$78.95	\$94.74	\$113.69	\$136.43	\$163.72	\$181.73	\$187.18	\$192.79	\$198.58
1 1/2"	\$128.37	\$157.90	\$189.47	\$227.37	\$272.84	\$327.41	\$363.43	\$374.33	\$385.56	\$397.13
2"	\$205.39	\$252.63	\$303.16	\$363.79	\$436.54	\$523.85	\$581.48	\$598.92	\$616.89	\$635.40
3"	\$410.77	\$505.25	\$606.30	\$727.56	\$873.07	\$1,047.68	\$1,162.93	\$1,197.81	\$1,233.75	\$1,270.76
4"	\$641.84	\$789.46	\$947.36	\$1,136.83	\$1,364.19	\$1,637.03	\$1,817.10	\$1,871.62	\$1,927.77	\$1,985.60
6"	\$1,283.67	\$1,578.91	\$1,894.70	\$2,273.64	\$2,728.36	\$3,274.04	\$3,634.18	\$3,743.21	\$3,855.50	\$3,971.17
Irrigation Line	\$51.35	\$63.16	\$75.79	\$90.95	\$109.14	\$130.97	\$145.38	\$149.74	\$154.23	\$158.86
Volume Charge (100 cf)	\$6.42	\$7.90	\$9.48	\$11.37	\$13.65	\$16.37	\$18.18	\$18.72	\$19.28	\$19.86



Westsweter Htility										
wastewater Othity	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
		16.20%	10.50%	10.50%	4.50%	4.50%	4.50%	2.00%	2.00%	2.00%
Base Rate up to 400 cf (Monthly)										
3/4"	\$28.74	\$33.39	\$36.90	\$40.77	\$42.60	\$44.52	\$46.53	\$47.46	\$48.40	\$49.37
1"	\$71.84	\$83.48	\$92.25	\$101.93	\$106.52	\$111.31	\$116.32	\$118.65	\$121.02	\$123.44
1 1/2"	\$143.68	\$166.95	\$184.48	\$203.85	\$213.02	\$222.61	\$232.63	\$237.28	\$242.02	\$246.87
2"	\$229.89	\$267.12	\$295.17	\$326.16	\$340.84	\$356.18	\$372.20	\$379.65	\$387.24	\$394.98
3"	\$459.79	\$534.24	\$590.34	\$652.32	\$681.67	\$712.35	\$744.41	\$759.29	\$774.48	\$789.97
4"	\$718.42	\$834.75	\$922.40	\$1,019.25	\$1,065.12	\$1,113.05	\$1,163.13	\$1,186.40	\$1,210.12	\$1,234.33
6"	\$1,436.83	\$1,669.50	\$1,844.80	\$2,038.50	\$2,130.23	\$2,226.09	\$2,326.27	\$2,372.79	\$2,420.25	\$2,468.65
Volume Charge (100 cf)	\$7.19	\$8.35	\$9.23	\$10.20	\$10.65	\$11.13	\$11.63	\$11.87	\$12.10	\$12.35



Storm Drain Utility										
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
		30.00%	12.00%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
Storm Drain Charges (Monthly)										
Single Family Unit	\$9.22	\$11.99	\$13.43	\$13.73	\$14.04	\$14.36	\$14.68	\$15.01	\$15.35	\$15.69

CANNON BEACH CITY COUNCIL



STAFF REPORT

CANNON BEACH CITY HALL DESIGN REVIEW

Agenda Date: February 13, 2024

Prepared by: Bruce St. Denis, City Manager

BACKGROUND

One of the benchmarks in the City Hall project is submitting the plans to the Design Review Board (DRB) for their review. We are on track to make their March meeting. At the January 30th meeting council reviewed the design package. Council requested revisions to the landscaping and the arborist report.

ANALYSIS/INFORMATION

Attached is the revised design package and additional information for the City Council's review prior to submittal. We want to ensure that what is submitted to the DRB is what the council wants to see constructed. It is not considered a "final" approval in that changes may be required after the DRB review.

RECOMMENDATION

Council reach consensus to proceed with submittal of plans for DRB review with the design as presented/described.

List of Attachments

- A Revised Cannon Beach City Hall Design Package
- B Pre-Construction Arborist Report
- C Pole and Bench Light Spec Sheets

CANNON BEACH - CITY HALL

- **A.** COVER SHEET
- **B.** SITE ANALYSIS DIAGRAM
- **C.** SITE PHOTOGRAPHS
- **D.** SITE DEVELOPMENT PLAN
- E. LANDSCAPE PLAN
- **F. ARCHITECTURAL DRAWINGS**
- **G.** ARCHITECTURAL MODEL (DIGITAL RENDERINGS)
- **H. ENERGY CONSERVATION MEASURES**
- I. PROPERTY SURVEY

8 L.S

Attachment A



CANNON BEACH

CITY HALL



SITE ANALYSIS





EXISTING CITY HALL FRONT FACE



EXISTING ACCESSIBLE PARKING - WEST PARKING LOT





EXISTING WEST PARKING LOT ENTRANCE FROM GOWER

EXISTING WEST PARKING LOT + COUNCIL CHAMBER ENTRANCE



SITE PHOTOGRAPHS - WEST PARKING LOT

EXISTING WEST PARKING LOT



EXISTING EAST PARKING LOT



ACCESSIBLE EAST PARKING LOT ENTRANCE



EXISTING CITY HALL + GARAGE







EXISTING CITY HALL + GOWER ACCESS TO EAST PARKING LOT

SITE PHOTOGRAPHS - EAST PARKING LOT

C



EXISTING GOWER FACADE



EXISTING GOWER FACADE + WEST PARKING LOT ENTRANCE



EXISTING GOWER FACADE + EAST PARKING LOT ENTRANCE

SITE PHOTOGRAPHS - GOWER





AREA OF SITE = 32,385 SF AREA OF BUILDING = 10,465PERCENTAGE OF SITE COVERED BY BUILDING = 32%

TOTAL NUMBER OF PARKING SPACES = 26 on site parking spaces + 2 additional parking spaces on gower PERCENTAGE OF SITE COVERED BY PARKING = 27% (8,866 SF)

SQUARE FOOTAGE OF ALL LANDSCAPED AREAS = 10,983 PERCENTAGE OF SITE COVERED BY NATURAL MATERIALS = 20% (6,757 SF) PERCENTAGE OF SITE CONSISTING OF COURTYARD = 8% (2,657 SF)

NOTES:

- OTHERWISE NOTED
- MECHANICAL EQUIPMENT TO BE LOCATED ON ROOF

• DIMENSIONS ARE MEASURED TO FACE OF BUILDING FINISH UNLESS

• SITE PLAN SHOWING EXISTING TREES TO REMAIN ONLY --SEE LANDSCAPE PLAN FOR INFORMATION ABOUT PROPOSED TREES, LOCATION AND TYPE

















5 BIKE RACK A0.2 |" = |'-0"





SITE FURNITURE / DETAILS

INSTALL CONTECH STORMFILTER PER DETAIL, SHEET C4.2 2 INSTALL 3" DUCTILE IRON PIPE INSTALL 4" CORRUGATED HDPE PIPE INSTALL 4" PERFORATED HDPE PIPE ALONG RETAINING WALL PER DETAIL (5





SITE PLAN - GRADING PLAN



LANDSCAPE PLAN



PLAN	t list	
QUAN	BOTANICAL	NAME
TREES		

COMMON NAME SIZE

COMMENT

	9	MYRICA CAERIFERA	WAX MYRTLE	2" CAL B&B	NATIVE TREE
	6	PICEA SITKA	SITKA SPRUCE	8' HT. B&B	NATIVE TREE
	5	ACER RUBRUM 'BOWHALL'	BOWHALL RED MAPLE	2" CAL B&B	
	6	ZELKOVA SERRATA	JAPANESE ZELKOVA	2" CAL B&B	
	<u>Shr</u>	RUBS			
•	3	BERBERIS THUNERGII ATRO.	CRIMSON PYGMY	2 GAL	
	31	BUXUS MICROPHYLLA 'WINTER GEM'	WINTER GEM LITTLELEAF BOXWOOD	2 GAL	
	6	CISTUS PUPUREUS	PURPLE ROCK ROSE 20	GAL	
)	13	ESCALONIA 'NEWPORT DW/	ARF NEWPORT DWARF ES	CALLONIA	2 GAL
	34	GAULTHERIA SHALLON	SALAL	I G/	AL NATIVE
)	78	MAHONIA AQUIFOLIUM	OREGON GRAPE	2 G/	al NATIVE
)	36	MAHONIA NERVOSA	DWARF OREGON GRAPE	I GAL	NATIVE
	15	PINUS MUGO	MUGO PINE	3 GAL	
•	2	SAMBUCUS RACEMOSA	RED ELDERBERRY	5 GAL	NATIVE
}	6	SPIRAEA X BUMALDA 'GOLDMOUND'	GOLDMOUND SPIREA 20	GAL	
	108	VACCINIUM OVATUM	EVERGREEN HUCK	LEBERRY 3 GAL	NATIVE
	<u>GRC</u>	UNDCOVER AND	PERENNIALS		

78 CAREX MORROWII GOLD JAPANESE SEDGE I GAL

40 HELICTOTRIRICHON SEMPERVIRENS BLUE OAT GRASS I GAL

17 LAVENDULA ANGUSTIFOLIA ENGLISH LAVENDER 2 GAL

★ 21 POLYSTICHUM MUNITUM SWORD FERN I GAL NATIVE

I 6 ROSMARINUS OFFICINALIS ROSEMARY 2 GAL

27 SANTOLINA CHAMAECYPERRISS LAVENDER COTTON

950 ARCTOSTYPHYLOS UVA-URSI KINIKINNICK 4" POT 18" O.C. NATIVE

<u>LEGEND</u>

ROCKS EXISTING TREES

GRAVEL SURFACE

PAVERS 2371 S.F.

CONCRETE SEAT BENCH

<u>General notes</u>

I.	PROVIDE ONE PERSON WHO WILL BE PRESENT AT ALL TIMES DURING THE WORK AND WHO IS FAMILIAR WITH PLANT MATERIALS, NATIVE PLANT REQUIREMENTS, AND GOOD HORTICULTURAL PRACTICE.
2.	INSTALL UNDER GROUND AUTOMATIC IRRIGATION ZONED TO BE REDUCED ONCE PLANTS ARE ESTABLISHED AND LATER USED DURING EXTENDED SUMMER HEAT.
3.	PLACE BARK MULCH AROUND ALL PLANTING AREAS.
4.	REMOVE ALL INVASIVE MATERIAL ESPECIALLY HIMALAYAN BLACKBERRIES EVERYWHERE ON SITE.
5.	SEE SHEET L2 FOR PLANTING NOTES AND DETAILS.

LANDSCAPE PLAN





GENERAL NOTES

- A. INNER LUMINAIRE ISO CURVE INDICATES 1.0 FOOT CANDLE. OUTER LUMINAIRE ISO CURVE INDICATES 0.5 FOOT CANDLES.
- B. FOOT CANDLE ISO CURVES ARE SHOWN AS A SINGLE FIXTURE CONTRIBUTION WITH SET VALUES. THE ISO CURVE VALUES MAY NOT MATCH THE CALCULATION PLANE VALUES, SINCE THE CALCULATION PLANE CAN BE A CONTRIBUTION FROM MORE THAN ONE LUMINAIRE.
- C. SEE PAGE E0.1 FOR SYMBOL LEGEND, LUMINAIRE AND PANEL SCHEDULES.

NOTES THIS SHEET

- (1) DEMO EXISTING STREET LIGHT, CONDUIT, AND CONDUCTORS. REPLACE WITH NEW LIGHT SHOWN.
- $\left<2\right>$ PROVIDE AND INSTALL NEW RECESSED BENCH LIGHT. COORDINATE LIGHT SELECTION WITH ARCHITECT.

EXTERIOR LIGHTING

BUILDING TOTAL: 10,465 SF PRIMARY: 9,865 SF UNCONDITIONED STORAGE: 600 SF



ARCHITECTURAL DRAWINGS - FLOOR PLAN

IP



ARCHITECTURAL DRAWINGS - ROOF PLAN











BUILDING ELEVATION - EAST A2.1 1/8'' = 1'-0''

НАТСН	TAG	MATERIAL TYPE	MANUFACTURER	PRODUCT LINE	COLOR	NOTES
	LS-I	HORIZONTAL CEDAR SIDING	TBD	TBD	UNTREATED / NATUF	RAL
	LS-2	HORIZONTAL CEDAR SIDING	TBD	TBD	STAINED	
	SHK-1	SHAKE	TBD	TBD	UNTREATED / NATUF	RAL
	WD-I	wood base	TBD	TBD	stained	

ARCHITECTURAL DRAWINGS - BUILDING ELEVATIONS

Э









BUILDING ELEVATION - WEST A2.2 1/8" = 1'-0"

НАТСН	TAG	MATERIAL TYPE	MANUFACTURER	PRODUCT LINE	COLOR	NOTES
	LS-1	HORIZONTAL CEDAR SIDING	TBD	TBD	UNTREATED / NATUF	RAL
	LS-2	HORIZONTAL CEDAR SIDING	TBD	TBD	STAINED	
	SHK-1	SHAKE	TBD	TBD	UNTREATED / NATUF	RAL .
	WD-I	wood base	TBD	TBD	STAINED	

ARCHITECTURAL DRAWINGS - BUILDING ELEVATIONS



ASPHALT SHINGLE ROOF

WINDOW FRAME + FASCIA PAINTED WHITE



CEDAR SHAKE -NATURAL FINISH





ARCHITECTURAL DRAWINGS - MATERIAL BOARD

HORIZONTAL CEDAR SIDING -NATURAL FINISH





CONCRETE BASE / STEM WALL

WINDOW FRAME + FASCIA PAINTED WHITE

HORIZONTAL CEDAR SIDING - DARK BROWN STAIN



CEDAR SHAKE NATURAL FINISH







TRIM BOARD TO MATCH RECESSED WINDOW FRAME

VERTICAL CEDAR SIDING - DARK **BROWN STAIN**



WINDOW FRAME + MULLIONS DARK **BROWN STAIN**



CONCRETE BASE / STEM WALL

ARCHITECTURAL DRAWINGS - MATERIAL BOARD



ARCHITECTURAL MODEL - DIGITAL RENDERINGS

ADDITIONAL ADA PARKING IN RIGHT OF WAY (2) PARKING STALLS WITH ACCESSIBLE ACCESS TO BUILDING ENTRANCE AND COURTYARD



ARCHITECTURAL MODEL - DIGITAL RENDERINGS



VIEW WALKING UP GOWER TOWARDS BUILDING ENTRANCE



STAFF ENTRANCE AT EAST SIDE OF BUILDING

ARCHITECTURAL MODEL - DIGITAL RENDERINGS

G

ENERGY CONSERVATION STRATEGIES & MEASURES

SITE

Site lighting design and fixtures will comply with International Dark Sky criteria, including limits on glare and color temperature. On-site, below grade storm water treatment facilities to filter rainwater prior to discharge into public system to improve water quality Native and resilient site landscaping to limit additional water use.

BUILDING

The building will be all electric, with no regular reliance on natural gas: building resiliency to be provided by an on-site diesel generator Traditional, renewable wood-framing and exterior finish materials with insulation and a high performance glazing system Building envelope features rain screen system behind exterior cladding for enhanced building performance Low emitting interior finishes and furniture and Energy Star compliant appliances

INTERIOR LIGHTING

Increased daylighting provided through clerestories and interior relites, in order to bring natural light into the building core. High-efficiency LED lighting throughout to comply with latest energy code requirements, including occupancy sensors with automatic on/off and daylight harvesting

HVAC (High performance, efficient heating, cooling and ventilation system)

Variable Refrigerant Flow (VRF) with Dedicated Outside Air System (DOAS) and energy recovery Dedicated mini split system with 18 SEER in server room The DOAS is a dedicated ventilation system designed to condition outdoor air during ventilation. DOAS handles ventilation and the VRF system handles cooling and heating. VRF system moves conditioned refrigerant directly to each zone's indoor unit

PLUMBING

High efficiency electric heat pump water heater Domestic plumbing piping, both cold and hot water with code compliant insulation and low-flow fixtures and fittings

RENEWABLE ENERGY

Electrical service installed to support future electric vehicle charging station - 20% of parking to be "EV Ready" 1.5% of building budget dedicated to solar photo-voltaic (PV) system per Oregon Green Energy Technology

PROJECT GOALS:

Avoid harmful chemicals, provide excellent ventilation, acoustic comfort, and quality indoor and outdoor lighting

Provide renewable energy via solar panels

Prevent waste through construction diversion and recycling materials

Limit indoor and outdoor water use - review measures to improve site water quality

Use energy efficient systems

Limit reliance on fossil fuels

ENERGY CONSERVATION MEASURES



104	829500.29	/321331.43	FOUND 5/8 INCH IRON ROD W/ TPC STAMPED HLB OTAK INC OP 0.1
105	829340.85	7321325.16	FOUND 5/8 INCH IRON ROD W/ DESTROYED YPC DOWN 0.9'
106	829341.43	7321301.31	FOUND 5/8 INCH IRON ROD NO CAP UP 0.4'
107	829154.75	7321317.71	FOUND 3-1/4 INCH BRASS CAP STAMPED "CLATSOP CO SURVEYOR T5N R10W 1/4 S30 S29 LS 954 1988" FLUSH IN CONCRETE
108	829343.00	7321225.72	FOUND 1 INCH IRON PIPE UP 0.5'
109	829342.92	7321225.48	FOUND 5/8 INCH IRON ROD W/ DESTROYED YPC UP 0.5'
110	829505.89	7321014.51	FOUND NAIL W/ WASHER UNREADABLE
111	829604.59	7321030.79	FOUND 5/8 INCH IRON ROD W/ YPC STAMPED "HLB INC" FLUSH IN ASPHALT
112	829346.85	7321038.72	FOUND 5/8 INCH IRON ROD W/ YPC STAMPED "PE 6510??" DOWN 1.2'
113	829345.54	7321089.89	FOUND 5/8 INCH IRON ROD W/ YPC STAMPED "K FOESTE LS 849" DOWN 0.1'
114	829451.12	7320802.86	FOUND 2-1/2 INCH BRASS CAP STAMPED "INT PT CANONA BEACH LS 1979 1990" FLUSH IN CONCRETE

POINT NO.	NORTHING	EASTING	ELEVATION	DESCRIPTION
1	829387.20	7320920.42	27.09	SET SPIKE
2	829455.78	7321202.58	32.71	SET MAG NAIL W/ WASHER STAMPED "SF LANDS CONTROL"
3	829480.57	7321020.28	28.92	SET MAG NAIL
6	829263.50	7321328.16	38.36	SET MAG NAIL
8	829222.06	7320952.70	26.65	SET MAG NAIL W/ WASHER STAMPED "SF LANDS CONTROL"



SURVEY



Treescapes Northwest Jeff Gerhardt, Consulting Arborist



City of Cannon Beach, Public Works Department Attn: Trevor Mount; Assistant Public Works Director mount@ci.cannon-beach.or.us

February 7, 2024

Pre-construction Arborist Report - City Hall

This report pertains to 35 trees that will be impacted by the City Hall reconstruction project. I am advising the removal of 24 trees and the retention of 11. Successful preservation of these 11 trees will require a commitment to protection during all phases of construction. Trees can be referenced on the attached site map and tree inventory table.

Tree Removal:

The existing City Hall will be demolished and a new one will be constructed in a similar footprint. There are 7 trees (2, 3, 4, 6, 7, 8, and 9) that are in close proximity to the existing building that will need to be removed. These trees will experience extensive physical damage and it is unfeasible to retain them. Tree #2 is a young Sitka spruce (Picea sitchensis) that conflicts with ADA access. Tree #6 is a 14" diameter Sitka spruce in poor health that will not tolerate construction impact. Trees #7, 8, and 9 are non-native trees in poor condition.

The existing parking lot will be reconfigured and I am advising the removal of 17 trees in this area. Trees #10 and 11 are small deciduous trees that cannot be successfully retained and need to be removed. Within the parking area, 8 red alder (Alnus rubra) trees (16, 17, 18, 19, 20, 21, 22, and 23) necessitate removal. These semi-mature trees have multiple pre-existing conditions that deem them unsafe for retention. I also recommend an additional 7 alder trees (12, 13, 14, 15, 26, 27, and 29) along the southern and eastern border of the parking lot also be removed. Several of these trees have defects that render them unfit for preservation. Furthermore, the removal of these alder trees will directly benefit the already established understory evergreen trees.
Tree Retention and Preservation:

There are 11 trees that I am advising be retained (1, 5, 24, 25, 28, 30, 31, 32, 33, 34, and 35). Protection measures for the soil, roots, trunks, and crowns of these trees will be imperative for long term preservation. Tree protection guidelines should be drafted by the City's Arborist. These measures will need to be followed for the duration of the project.

Tree Replanting

Tree planting on the site should occur when construction is complete. The green space south of the building offers a great opportunity for gaining benefits that trees provide. Planting one native Western redcedar (*Thuja plicata*) would be ideal if ample growing space is available. Smaller growing natives trees to consider are vine maple (*Acer circinatum*), and Pacific waxmyrtle (*Myrica californica*).

I look forward to providing continued input for this project,

Al allo

Jeff Gerhardt,

ISA Certified Arborist



<u>Treescapes Northwest, LLC</u> P.O. Box 52 Manzanita, OR 97130 CCB# 236534 Cell: 503-453-5571 www.treescapesnorthwest.com

Tree Number	Species	Diameter (inches)	Height (feet)	Designation	Notes
1	Pinus contorta (shore pine)	25"	50'	Retain	Native, good health, minor asymmetry, minor pitch moth presence, requires TPZ
2	Picea sitchensis (Sitka spruce)	9"	20'	Remove	Native, major construction impact
3	Myrica californica (waxmyrtle)	8"	15'	Remove	Native, major construction impact
4	Pinus sp. (pine)	11"	20'	Remove	Non-native, major construction impact
5	Thuja plicata (western redcedar)	14"	25'	Retain	Native, multistem, requires TPZ
6	Picea sitchensis (Sitka spruce)	21"	55'	Remove	Native, thin canopy, major construction impact
7	Prunus sp. (flowering plum)	8"	25'	Remove	Construction impact, poor structure, non-native
8	Prunus sp. (flowering plum)	12"	25'	Remove	Construction impact, poor structure, non-native
9	Prunus (flowering cherry)	10"	10'	Remove	Construction impact, poor structure, non-native
10	Cornus or Acer? (Dogwood or maple)	8"	18'	Remove	Non-native; major construction impact
11	Cornus or Acer? (Dogwood or maple)	9"	18'	Remove	Non-native; major construction impact
12	Alnus rubra (red alder)	12"	55'	Remove	Native, lean, removal will promote understory trees
13	Alnus rubra (red alder)	15"	60'	Remove	Native, columnar decay (southside), removal will promote understory trees
14	Alnus rubra (red alder)	12"	60'	Remove	Native, removal will promote understory trees
15	Alnus rubra (red alder)	12" and 12" (double-stem)	50'	Remove	Native, removal will promote understory trees
16	Alnus rubra (red alder)	15"	50'	Remove	Native, stem decay, construction impact
17	Alnus rubra (red alder)	11"	50'	Remove	Native, construction impact
18	Alnus rubra (red alder)	18"	60'	Remove	Native, Major asymmetry, excessive lean, stem decay, construction impact
19	Alnus rubra (red alder)	14"	60'	Remove	Native, construction impact
20	Alnus rubra (red alder)	14"	40'	Remove	Native, stem decay, construction impact
21	Alnus rubra (red alder)	14"	60'	Remove	Native, stem decay, construction impact
22	Alnus rubra (red alder)	10"	45'	Remove	Native, extreme stem wounding, construction impact
23	Alnus rubra (red alder)	15"	60'	Remove	Native, stem decay, epicormic growth, limb failures, construction impact
24	Alnus rubra (red alder)	21"	60'	Retain	Native, good growth form, possible pruning, Requires TPZ
25	Tsuga heterophylla (western hemlock)	5"	15'	Retain	Native, Requires TPZ
26	Alnus rubra (red alder)	11"	40'	Remove	Native, decay in stem, construction impact

Tree Inventory Table

<u>Treescapes Northwest, LLC</u> P.O. Box 52 Manzanita, OR 97130 CCB# 236534 Cell: 503-453-5571 www.treescapesnorthwest.com

Tree Number	Species	Diameter (inches)	Height (feet)	Designation	Notes
27	Alnus rubra (red alder)	10"	40'	Remove	Native, low % living canopy, removal will promote adjacent trees
28	Alnus rubra (red alder)	15"	60'	Retain	Native, Requires TPZ
29	Alnus rubra (red alder)	7"	30'	Remove	Native, low % living canopy, removal will promote adjacent trees
30	Picea sitchensis (Sitka spruce)	10"	35'	Retain	Native, suppressed, requires TPZ
31	Picea sitchensis (Sitka spruce)	28"	80'	Retain	Native, moderate health, requires TPZ
32	Alnus rubra (red alder)	16"	60'	Retain	Native, Requires TPZ
33	Picea sitchensis (Sitka spruce)	23"	60'	Retain	Native, Good health
34	Picea sitchensis (Sitka spruce)	6"	20'	Retain	Native, Dense canopy
35	Picea sitchensis (Sitka spruce)	6"	15"	Retain	Native, Dense canopy

UHAM-20021

Hamilton 3 Post Top



53w LED

IP66 Suitable for wet locations

6273 Lumens

IK07 Impact Resistant [Vandal Resistant]

EPA - 1.78

Weight - 31 lbs

POLE NOT INCLUDED





Tenon Detail



Ligman's micro Variable Optical System provides the ability to interchange, mix & rotate optics to provide specific light distributions for optimized spacing and uniformity.



The variable optic system allows for the designer to create hybrid distributions for precise lighting requirements.





Construction

Aluminum

TECHNOLOGY

Less than 0.1% copper content – Marine Grade 6060 extruded & LM6 Aluminum High Pressure die casting provides excellent mechanical strength , clean detailed product lines and excellent heat dissipation.

Pre paint

micro

8 step degrease and phosphate process that includes deoxidizing and etching as well as a zinc and nickel phosphate process before product painting.

Memory Retentive -Silicon Gasket

Provided with special injection molded "fit for purpose" long life high temperature memory retentive silicon gaskets. Maintains the gaskets exact profile and seal over years of use and compression.

Thermal management

I M6 Aluminum is used for its excellent mechanical strength and thermal dissipation properties in low and high ambient temperatures. The superior thermal heat sink design by Ligman used in conjunction with the driver, controls thermals below critical temperature range to ensure maximum luminous flux output, as well as providing long LED service life and ensuring less than 10% lumen depreciation at 50,000 hours.

Surge Suppression Standard, in series wired 10kv surge suppressor provided with all fixtures.

BUG Rating B2 - U0 - G0

Finishing

7 25.6"

10.5"

All Ligman products go through an extensive finishing process that includes fettling to improve paint adherence

UV Stabilized 4.9Mil thick powder coat paint and baked at 200 Deg C. This process ensures that Ligman products can withstand harsh environments. Rated for use in natatoriums.

Inspired by Nature Finishes The Inspired by nature Finishing is a unique system of decorative powder coating. Our metal decoration process can easily transform the appearance of metal or aluminum product into a wood grain finish

This patented technology enables the simulation of wood grain, and even marble or granite finish through the use of decorative powder coating.

The wood grain finish is so realistic that it's almost undistinguishable from real wood, even from a close visual inspection. The system of coating permeates the entire thickness of the coat and as a result, the coating cannot be removed by normal rubbing, chipping, or scratching.

The Coating Process After pre-treatment the prepared parts are powder coated with a specially formulated polyurethane powder. This powder provides protection against wear, abrasion, impact and corrosion and acts as the relief base color for the finalized metal decoration. decoration.

The component is then wrapped with a sheet of non-porous film with the selected decoration pattern printed on it using special high temperature inks.

This printed film transfer is vacuum-sealed to the surface for a complete thermo print and then transferred into a customized owen. The oven transforms the ink into different forms within the paint layer before it becomes solid. Finally, the film is removed, and a vivid timber look on aluminum remains.

Wood grain coating can create beautiful wood-looking products of any sort. There are over 300 combinations of designs currently in use. Wood grains can be made with different colors, designs, etc.

Our powder coatings are certified for indoor and outdoor applications and are backed by a comprehensive warranty. These coatings rise to the highest conceivable standard of performance excellence and design innovation.

Added Benefits

Resistance to salt-acid room, accelerated aging Boiling water, lime and condensed water resistani Anti-Graffiti, Anti-Slip, Anti-Microbial, Anti-Scratch Super durable (UV restant) TGIC free (non-toxic)

<u>Hardware</u> Provided Hardware is Marine grade 316 Stainless steel.

Anti Seize Screw Holes Tapped holes are infused with a special anti seize compound designed to prevent seizure of threaded connections, due to electrolysis from heat, corrosive atmospheres and moisture.

Crystal Clear Low Iron Glass Lens Provided with tempered, impact resistant crystal clear low iron glass ensuring no green glass tinge. Lightly frosted lens optional

Classic urban neighbourhood post-top luminaire family. Timeless lines coupled with unparalleled build quality, flexibility and performance.

A post top luminaire available with single or twin heads, in a straight arm or shepherds crook style. Designed for lighting car parks, footpaths, pedestrian areas, precincts, parks, gardens and building perimeters.

Color temperature 2700K, 3000K, 3500K and 4000K, LED CRI >80.

This luminaire is provided prewired with power cord to the handhole to simplify installation. Marine grade 316 stainless steel fasteners. Durable memory retentive silicone rubber gasket and lens.

To meet International Dark Sky criteria, 3000k or warmer LEDs must be selected.

Additional Options (Consult Factory For Pricing)





LIGHCONNECT IoT Ready Hamilton

This luminaire is available with NEMA 7 or Zhaga Book 18 sockets for connection to intelligent lighting control systems.







UHAM-20021

Hamilton 3 Post Top





TECHNOLOGY

More Custom Finishes Available Upon Request

Consult factory for pricing and lead times



Ligman Lighting USA reserves the right to change specifications without prior notice, please contact factory for latest information. Due to the continual improvements in LED technology data and components may change without notice

Example: Inspired by Nature Finish

Hamilton Product Family



• UHAM-20001-53w-7027lm • UHAM-20002-75w-9862lm



• UHAM-20011-2x53w-2x7027lm • UHAM-20012-2x75w-2x9862lm





• UHAM-20031-2x53w-2x7027lm • UHAM-20032-2x75w-2x9862lm



Hamilton 5

• UHAM-30001-53w-7027lm • UHAM-30002-75w-9862lm





• UHAM-30012-75w-9862lm







53w LED 7027 Lumens **IP66** • Suitable For Wet Locations IK07 • Impact Resistant Weight 30.5 lbs





Ligman's micro Variable Optical System provides the ability to interchange, mix & rotate optics to provide specific light distributions for optimized spacing and uniformity.



The variable optic system allows for the designer to create hybrid distributions for precise lighting requirements.



Construction

Aluminum

Less than 0.1% copper content – Marine Grade 6060 extruded & LM6 Aluminum High Pressure die casting provides excellent mechanical strength , clean detailed product lines and excellent heat dissipation.

Pre paint

8 step degrease and phosphate process that includes deoxidizing and etching as well as a zinc and nickel phosphate process before product painting.

Memory Retentive -Silicon Gasket

Provided with special injection molded "fit for purpose" long life high temperature memory retentive silicon gaskets. Maintains the gaskets exact profile and seal over years of use and compression.

Thermal management

I M6 Aluminum is used for its excellent mechanical strength and thermal dissipation properties in low and high ambient temperatures. The superior thermal heat sink design by Ligman used in conjunction with the driver, controls thermals below critical temperature range to ensure maximum luminous flux output, as well as providing long LED service life and ensuring less than 10% lumen depreciation at 50,000 hours.

Surge Suppression Standard 10kv surge suppressor provided with all fixtures.

BUG Rating Contact Factory

Finishing

All Ligman products go through an extensive finishing process that includes fettling to improve paint adherence

UV Stabilized 4.9Mil thick powder coat paint and baked at 200 Deg C. This process ensures that Ligman products can withstand harsh environments. Rated for use in natatoriums

Inspired by Nature Finishes The Inspired by nature Finishing is a unique system of decorative powder coating. Our metal decoration process can easily transform the appearance of metal or aluminum product into a wood grain finish.

This patented technology enables the simulation of wood grain, and even marble or granite finish through the use of decorative powder coating.

The wood grain finish is so realistic that it's almost undistinguishable from real wood, even from a close visual inspection. The system of coating permeates the entire thickness of the coat and as a result, the coating cannot be removed by normal rubbing, chipping, or scratching.

The Coating Process After pre-treatment the prepared parts are powder coated with a specially formulated polyurethane powder. This powder provides protection against wear, abrasion, impact and corrosion and acts as the relief base color for the finalized metal decoration.

The component is then wrapped with a sheet of non-porous film with the selected decoration pattern printed on it using special high temperature inks.

This printed film transfer is vacuum-sealed to the surface for a complete thermo print and then transferred into a customized oven. The oven transforms the ink into different forms within the paint layer before it becomes solid. Finally, the film is removed, and a vivid timber look on aluminum remains.

Wood grain coating can create beautiful wood-looking products of any sort. There are over 300 combinations of designs currently in use. Wood grains can be made with different colors, designs, etc.

Our powder coatings are certified for indoor and outdoor applications and are backed by a comprehensive warranty. These coatings rise to the highest conceivable standard of performance excellence and design innovation.

Added Benefits

 Resistance to salt-acid room, accelerated aging
 Boiling water, lime and condensed water resistant
 Anti-Graffiti, Anti-Sip, Anti-Microbial, Anti-Scratch
 Super durable (UV restant) TGIC free (non-toxic)

<u>Hardware</u>

Provided Hardware is Marine grade 316 Stainless steel.

Anti Seize Screw Holes

Tapped holes are infused with a special anti seize compound designed to prevent seizure of threaded connections, due to electrolysis from heat, corrosive atmospheres and moisture.

Crystal Clear Low Iron Glass Lens

Provided with tempered, impact resistant crystal clear low iron glass ensuring no green glass tinge.

Optics & LED

Precise optic design provides exceptional light control and precise distribution of light. 1 FD CRI > 80

Lumen - Maintenance Life

L80 /B10 at 50,000 hours (This means that at least 90% of the LED still achieve 80% of their original flux)

Ligman Lighting USA reserves the right to change specifications without prior notice, please contact factory for latest information. Due to the continual improvements in LED technology data and components may change without notice

Classic urban neighborhood wall-mounted luminaire family. Timeless lines coupled with unparalleled build quality, flexibility and performance.

A small and medium size shade decorative wall lantern with symmetrical light distribution. Developed to complement the Hamilton post top. Designed for lighting of entrances and footpaths. Custom wattages can be provided to suit customer and Title 24 requirements. (Specify total watts per fixture)

All Ligman fixtures can be manufactured using a special pre-treatment and coating process that ensures the fixture can be installed in natatoriums as well as environments with high concentrations of chlorine or salt and still maintain the 5 year warranty. For this natatorium rated process please specify NAT in options.

To meet International Dark Sky criteria, 3000k or warmer LEDs must be selected and luminaire fix mounted (+/- 15° allowable to permit leveling).

UHAM-30011

Hamilton 6 Wall Light







More Custom Finishes Available Upon Request

Chestnut

Mahogany

Walnut

Pine

Consult factory for pricing and lead times Oak Cherry Beech Carbon



Steel



Example: Inspired by Nature Finish



Birch Ligman Lighting USA reserves the right to change specifications without prior notice, please contact factory for latest information. Due to the continual improvements in LED technology data and components may change without notice

Bamboo

Hamilton Product Family



Hamilton 1

• UHAM-20001-53w-7027lm • UHAM-20002-75w-9862lm



Hamilton 5

• UHAM-30001-53w-7027lm • UHAM-30002-75w-9862lm



• UHAM-20011-2x53w-2x7027lm • UHAM-20012-2x75w-2x9862lm



• UHAM-30011-53w-7027lm • UHAM-30012-75w-9862lm



• UHAM-20021-53w-7027lm • UHAM-20022-75w-9862lm



• UHAM-20031-2x53w-2x7027lm • UHAM-20032-2x75w-2x9862lm



NIKON 5 (NI-80042-A)



Product description

Integral control gear - Round - Aluminium frame



Luminaire Structure

- Die-cast aluminium housing
- Pre-treated before powder coating ensuring high corrosion resistance
- 6 mm thick front ring in stainless steel or aluminium
- Single cable entry, through wiring upon request
- One cable gland supplied with 1.5 m of 3x1.0
- sqmm outdoor cable
- Stainless steel fasteners in grade 304 with zinc
- flake coating (ZFC)
- Durable silicone rubber gasket
- Clear toughened glass

- Integral control gear

Optic N N M VW E

Product colour





NIKON 5 (NI-80042-A)

Technical information

Material	Aluminium	Driver	Constant current (CC)	Product colours	Black, Dark Grey, White, Matt Silver, Bronze
Light source	MR16-GU10	Input voltage	220-240 V 50/60 Hz		
Power	7.5 W	Optic	N, M, VW, E	Weight	0.5 kg
Lumen	369 - 455 lm	Optic value	10°, 25°, 60°, 10°x60°	Operating	-20 °C to 40 °C One cable gland supplied with 1.5 m of 3x1.0 samm
Efficacy	49 - 61 lm/W	CCT / CRI	3000K CRI80, 4000K CRI80	temperature	
Driver option	Integral control gear	Dimming type	On/Off	Cable	

	olo lig
Operating temperature	-20 °C to 40 °C
Cable	One cable gland supplied with 1.5 m of 3x1.0 sqmm outdoor cable
Through wiring	Single cable entry, through wiring upon request
Lens / Reflector / Optic	Clear toughened glass

NI-80042-A



Accessories



Concrete box modification upon request CONCRETE-BOX

We reserve the right to make technical and design changes.

07:36, 11-01-2024





2w LED 39 Lumens

IP65 • Suitable For Wet Locations IK07 • Impact Resistant (Vandal Resistant) Weight .66 lbs





Recessing Box

Construction

Aluminum Casting

Less than 0.1% copper content - Marine Grade 6060 extruded & LM6 Aluminum High Pressure die casting provides excellent mechanical strength , clean detailed product lines and excellent heat dissipation.

Pre paint

8 step degrease and phosphate process that includes deoxidizing and etching as well as a zinc and nickel phosphate process before product painting.

Memory Retentive -Silicon Gasket

Provided with special injection molded "fit for purpose" long life high temperature memory retentive silicon gaskets. Maintains the gaskets exact profile and seal over years of use and compression.

Thermal management

I M6 Aluminum is used for its excellent mechanical strength and thermal dissipation properties in low and high ambient temperatures. The superior thermal heat sink design by Ligman used in conjunction with the driver, controls thermals below critical temperature range to ensure maximum luminous flux output, as well as providing long LED service life and ensuring less than 10% lumen depreciation at 50,000 hours.

BUG Rating B0 - U1 - G0

Surge Suppression Standard 10kv surge suppressor provided with all fixtures.

Finishing

All Ligman products go through an extensive finishing process that includes fettling to improve paint adherence

Paint

UV Stabilized 4.9Mil thick powder coat paint and baked at 200 Deg C. This process ensures that Ligman products can withstand harsh environments. Rated for use in natatoriums.

Inspired by Nature Finishes

The Inspired by nature Finishing is a unique system of decorative powder coating. Our metal decoration process can easily transform the appearance of metal or aluminum product into a wood grain finish.

This patented technology enables the simulation of wood grain, and even marble or granite finish through the use of decorative powder coating.

The wood grain finish is so realistic that it's almost undistinguishable from real wood, even from a close visual inspection. The system of coating permeates the entire thickness of the coat and as a result, the coating cannot be removed by normal rubbing, chipping, or scratching.

The Coating Process After pre-treatment the prepared parts are powder coated with a specially formulated polyurethane powder. This powder provides protection against wear, abrasion, impact and corrosion and acts as the relief base color for the finalized metal decoration.

The component is then wrapped with a sheet of non-porous film with the selected decoration pattern printed on it using special high temperature inks.

This printed film transfer is vacuum-sealed to the surface for a complete thermo print and then transferred into a customized oven. The oven transforms the ink into different forms within the paint layer before it becomes solid. Finally, the film is removed, and a vivid timber look on aluminum remains.

Wood grain coating can create beautiful wood-looking products of any sort. There currently in use. V colors, designs, etc. There are over 300 combinations of designs use. Wood grains can be made with different

Our powder coatings are certified for indoor and outdoor applications and are backed by a comprehensive warranty. These coatings rise to the highest conceivable standard of performance excellence and design innovation.

Added Benefits

Added Benefits Resistance to salt-acid room, accelerated aging Boiling water, line and condensed water resistant Anti-Graffiti, Anti-Slip, Anti-Microbial, Anti-Scratch Super durable (UV restant) stant TGIC free (non-toxic)

Hardware

Provided Hardware is Marine grade 316 Stainless steel.

Anti Seize Screw Holes

Tapped holes are infused with a special anti seize compound designed to prevent seizure of threaded connections, due to electrolysis from heat, corrosive atmospheres and moisture.

Opal Borosilicate Glass Lens Provided with opal borosilicate impact resistant glass.

Optics & LED

Precise optic design provides exceptional light control and precise distribution of light. 1 FD CRI > 80

Lumen - Maintenance Life

L80 /B10 at 50,000 hours (This means that at least 90% of the LED still achieve 80% of their original flux)

Contemporary wayfinding fixture for glare free visual comfort. Sophisticated design, with minimal footprint and available with optional surrounds and supply solutions.

A range of square recessed wall luminaires, with an indirect optical system, offering high vandal resistance. Suitable for indoor or outdoor applications for use in shopping malls and pedestrian areas as a decorative wall guide light. Main characteristics are low glare and the limited maintenance concept.

The luminaires are a high quality SMD (LED's) source with low energy consumption and long service life 60,000 - 80,000 Hrs. Fixture is secured to the recessing box using a hidden screw that provides vandal resistant fixture installation.

A remote driver is provided as a standard for outdoor applications. Contractor to provide remote mount waterproof box. This fixture can be provided with a Ligman waterproof box, selected below in options.

As an option, this product can be provided with an integrated driver in the galvanized recessing box, however this is for use in indoor/dry locations only.

Galvanized recessing box supplied standard. Available in turtle friendly amber and white 2700K, 3000K, 3500K and 4000K.

Note : The LBX black and dark grey paint finish are not recommended due to low light output. This fixture is suitable for concrete pour applications.

All Ligman fixtures can be manufactured using a special pre-treatment and coating process that ensures the fixture can be installed in natatoriums as well as environments with high concentrations of chlorine or salt and still maintain the 5 year warranty. For this natatorium rated process please specify NAT in options.

This is a constant voltage fixture. It can support one driver for multiple fixtures. Contractor to establish driver requirements based on fixture count and watt usage. This fixture is non dimmina.

Additional Options (Consult Factory For Pricing)



A80191 3" x 10" Remote Enclosure Box



Ligman Lighting USA reserves the right to change specifications without prior notice, please contact factory for latest information. Due to the continual improvements in LED technology data and components may change without notice

ULB-40435 LBX 1 Recessed - Constant Voltage

(LLTH # ULB-40437)

LIGHTING USA





Narrow-Spectrum Amber LEDs

Peak wavelength between 585 & 595 nanometers and a full width of 50% power no greater than 15 nanometers.

More Custom Finishes Available Upon Request

Consult factory for pricing and lead times





Example: Inspired by Nature Finish



LBX Product Family





• ULB-10842-21w-900lm [6.3"x6.3", 31.4"]



• ULB-10861-27w-1553Im [7.3"x7.3", 31.4"]



CANNON BEACH CITY COUNCIL

STAFF REPORT

PRESENTATION OF CANNON BEACH ELEMENTARY RESEARCH ADVISORY COMMITTEE'S RECOMMENDATIONS FOR THE NE'CUS SITE

Agenda Date: August 8, 2023

Prepared by: Bruce St. Denis, City Manager

BACKGROUND

At the August 8, 2023 meeting, the Cannon Beach Elementary Research Advisory Committee presented their preliminary recommendations to Council regarding the use, management, and budget of the CBE facility as requested by Resolution 23-09.

ANALYSIS/INFORMATION

The Cannon Beach Elementary Research Advisory Committee will now present recommendations to Council regarding the mission statement, use strategy and content strategy, and master calendar.

RECOMMENDATION

Council should provide the Cannon Beach Elementary Research Advisory Committee with guidance as to whether they would like the Advisory Committee to continue developing upon their recommendations.

List of Attachments

- A Draft Mission Statement
- B Draft Use Strategy
- C Draft Content Strategy
- D Draft Master Calendar
- E Minutes from the August 8, 2023 Council meeting

Draft Mission Statement for the Ne'Cus Facility

(name used in italics is a placeholder only)

The mission of the *Ne'Cus Heritage & Nature Center* is to share the story of the cultural and historical site of the Ne'Cus Village; inspire understanding and stewardship of our coastal environment; and provide a gathering space for recreation and education, emphasizing local culture, ecology and arts.

Sharing tribal and ecological history of the Ne'Cus site.

Ne'Cus Use Philosophy

- Do not increase High-season traffic particularly during peak times of the day.
 - Avoid single-day high traffic events during the peak Traffic/Parking use window ~ 10 am to 4 pm.
 - Avoid multi-day high traffic events at any time during the High season
 ~ June 1 thru September 30.
- Do not compete with area non-profit activities or other community events.
 - Avoid scheduling in-house Ne'Cus events in conflict with other area events.
 - Partner with known community wide events for the use of the venue amenities.
- Enhance and support our business community.
 - Provide available space for rental subject to availability and consideration of our other use philosophy points.
- Never disrespect the Clatsop-Nehalem culture and beliefs.
 - Reenforce at every opportunity the life and history of this very special location.
- Do provide off-season, off hour and inclement weather opportunities for exercise, recreation and entertainment to the community.
 - The gymnasium shall be available to the public during posted open hours unless prescheduled for an event.
 - There will be no charge for free recreation times.
 - Hosted sessions, ie, yoga, jazzercise, etc. may charge their fee.
 - Outdoor spaces and exhibits will be free and open to the public subject to availability.
 - Classroom space made available to small venue, group meetings offered free to non-profit, educational and club/group meetings subject to availability with a priority to sessions open to the public.

Conceptual Ne'Cus fee schedule

- for Ne'cus Center initiated events, attendance could be free, suggested donation or by ticket (as for a movie night)
- for small events held at Ne'Cus but initiated by others, Ne'Cus could provide the space free (non-profit, club, game, etc), or at a nominal rental rate that covers Ne'Cus operating costs.
- for large events initiated by others and for private events, the facility would charge an hourly or daily rate that would be based on a market rate of comparable facilities. It would be more than the nominal rate.
- for events that require use of the catering kitchen an add-on fee would be charged.

Educational Content and Strategy for Ne'Cus

The primary use of the Ne'Cus site should be as an interpretive, educational facility open on a regular basis to attract, educate and inspire visitors and residents. Programming and operations should prioritize, illuminate and honor the sacred and evolving site of the Clatsop-Nehalem tribal village, as well as the surrounding natural ecology and the community culture of the Arts. Programming and operational focusses should maintain indoor recreation availability. Park improvements, including an interpretive trail, native plant garden and public spaces should showcase the history of the site and the ecology of the region.

The Ne'Cus facility will provide classroom space for educational programs, presentations and meetings; emphasizing arts, culture, history and ecology in collaboration with content experts such as the Clatsop-Nehalem Tribal Council, the Cannon Beach History Center and Museum, HRAP, the Cannon Beach Arts Association and many others.

<u>History and Culture</u> Working in close association with the Clatsop-Nehalem Tribal leaders and CB History Center to guide inclusion of Heritage and historical accuracy.

- Work jointly with the Clatsop-Nehalem community to develop and showcase exhibits and displays documenting cultural beliefs, history and their way of life at Ne'Cus.
- Install interpretive signage within Ne'Cus Park to describe site-specific information such as tribal life within Ne'Cus village, the Lewis & Clark Expedition visit of 1806, and the importance of the Cannon Beach Elementary School during the early days of this community.
- Provide display space for Clatsop-Nehalem tribal exhibits.
- Visually demonstrate the rich tribal heritage through outdoor exhibits, native plantings, re-enactments and storyboards.
- Provide a culturally relative site for future tribal gatherings of all types.
- Collaborate with the Cannon Beach History Center and Museum to the benefit of both organizations. Coordinate events, provide space for historical displays when requested and direct visitors toward each other's offerings.
- Develop display and visual exhibits highlighting the amazing geological history of the Oregon Coast.
- Work with the National Park Service and the Lewis and Clark National Historic Park to appropriately represent Clark's 1806 visit to the site of Ne'Cus village.

- To show the unfair struggles of the original indigenous Oregon coastal peoples to remain culturally intact in the modern world and to highlight their own stories and beliefs in relation to the NW coastal environment.

<u>Ecology</u> Working closely with HRAP, the North Coast Land Conservancy and the GENA project to guide and include educational focus on the local Ecology and environment.

- Install interpretive signage within Ne'Cus Park, along Ecola Creek and within the ECFR describing the importance of each bio-zone to fish, animals and humans.
- Provide educational sessions and rotating displays highlighting ecological stewardship.
- Proposed classes will explore the geology of the site from pre-civilization to the present and the intricate balance of natural ecosystems, focusing on the Ecola Creek Forest Reserve (ECFR) ecosystem.
- Support and sponsor restoration initiatives within the Ecola Creek Watershed such as hands-on opportunities for community involvement in restoration efforts in bringing back beaver and salmon, along with tree replanting and invasive plant removal.

<u>The Arts</u> Working closely with artists (indigenous, resident and regional), the CB Arts Association and the Tolovana Arts Colony to promote art, education & culture.

- Provide a space for all artistic undertaking (art, literature, music) to create and showcase their work.
- Not competing but working collaboratively with the local community to enhance existing festivals and shows such as Get Lit, Stormy Weather, Spring Unveiling, etc.
- Provide a large, acoustically pleasant venue for choral, symphony and music groups to practice and perform especially in inclement weather.

These suggestions are not intended to be a complete list of all the possibilities that this amazing site has to offer. We recognize the prior work that has been done by members of the Clatsop-Nehalem Tribal Council, by Doug Duer, the National Park Service, by the members of GENA (Greater Ecola Natural Area) and others.

CANNON BEACH MASTER CALENDAR



The purpose of this calendar is to depict – as best we could – the existing busy event schedule for a typical year in Cannon Beach. Some of these events may choose to utilize the Ne'Cus facility; but in every case, Ne'Cus will strive to not compete but rather collaborate to enhance the experience of Cannon Beach for residents and visitors alike.

Minutes of the CANNON BEACH CITY COUNCIL SPECIAL MEETING AND WORK SESSION Tuesday, August 8, 2023

Council Chambers

Present: Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Gary Hayes and Lisa Kerr

Excused:

- Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett, Administrative Assistant Tessa Schutt, Police Lieutenant Chris Wilbur, Community Development Director Steve Sokolowski
- Other: Special Counsel Bill Kabeiseman and City Attorney Ashley Driscoll

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:03 p.m.

- Motion: Ogilvie moved to approve the agenda; Hayes seconded the motion.
- Vote: Hayes, McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

CONSENT AGENDA

(1) C	Consideration of the	e Minutes of the		
	July 5	Regular Meeting		
	July 10	Special Meeting Roberts LUBA Remand		
	July 11	Work Session/Special Meeting		
	July 12	Work Session Joint Code Audit		
	July 17	Work Session Beach Erosion Presentation		
	July 25	Special Meeting		
Motion	Hayes moved the motion.	Hayes moved to approve the minutes of July 5, 10, 11, 12, 17 and 25; Ogilvie seconded the motion.		
Vote:	Hayes, McCa	Hayes, McCarthy, Ogilvie, Kerr and Knop voted AYE; the vote was 5:0 and the motion		

PUBLIC COMMENT

carried.

Knop reminded the body to be kind and respectful and limit their speaking time to three minutes.

• Andrew Tonry, P.O. Box 664, Tolovana Park: Tonry said he wanted to correct his statement on the record from the last meeting he spoke at. He said that it was not the

North Coast Land Conservancy who wanted to use the hall, it was Friends of Haystack Rock. He hoped to share more about the elementary school discussion as the meeting progressed.

- Deb Atiyeh, P.O. Box 1426: Atiyeh shared an email regarding a discussion with Angela Benton about the Dungeness River Nature Center. Atiyeh explained that Benton had visited the Center and shared a writeup with Atiyeh. Atiyeh read Benton's statement.
- Dick Basch, 1126 Avenue F, Seaside, OR: Basch added to Atiyeh's statement, and spoke about the people he knows of the Jamestown S'Klallam Tribe who had worked closely with the Dungeness Nature Center facility. Basch encouraged the City connect with these individuals as he felt their experience would be valuable.

PUBLIC HEARING

(2) APP 23-05, Appeal by Red Crow, LLC/Jamie Lerma of Planning Commissions approval of AA 23-04, upholding an administrative appeal submitted by Janet Stastny of the City's approval of a Tree Removal Permit.

Knop stated: "This is a hearing regarding the appeal by Red Crow, LLC/Jamie Lerma of Planning Commissions approval of AA 23-04, upholding an administrative appeal submitted by Janet Stastny of the City's approval of a Tree Removal Permit. The property is located at 743 N. Ash St. (Tax Lot 05602, Map 51019AA), and in a Residential Lower Density (RL) Zone."

Knop said, "I am opening the Public Hearing. Does anyone object to the jurisdiction of the City Council to hear this appeal at this time?" There were no objections.

Knop asked, "Does any Councilor believe he or she has a personal bias to declare?" There were none declared.

Knop asked, "Does any Councilor believe he or she has a conflict of interest?"

Ogilvie said that, as a contractor, he had an ongoing, recently-issued building permit with the City. There was a tree permit attached to this permit and which was currently being appealed, Ogilvie said.

Kerr said that she had reached out to the Stasnys, who had told her their thoughts. She also said she had spoken to community members about the matter.

Knop asked, "Has any Councilor had any ex parte contacts or made a site visit? Site visits were declared by Ogilvie, Hayes, Knop and McCarthy.

Knop asked, "Is there any additional correspondence?" Sokolowski replied that a letter was submitted by Stacy Benefield and one by Mick Harris. Both were forwarded to Council, he said. Sokolowski also referred to an email from Jamie Lerma, which he said he would discuss later.

Knop requested the staff report. Sokolowski read the staff report. Kabeiseman explained that the Applicant had requested a continuance and an extension of the 120-day timeline. Kabeiseman outlined Council's options to these ends. Kerr asked a clarifying question about whether the record was closed to new evidence. Kabeiseman confirmed that no new evidence could be submitted. Sokolowski suggested

that one of the reasons for the request for continuance indicated to staff could be to allow a discussion of how to develop the site without the tree removal.

Harris asked if Lerma was in attendance. He was not. Harris thanked the Council for convening the meeting and clarified that the appellant would request a continuance to better work with the City and said that he was optimistic that they could get a better revised design plan around the tree. This is what Lerma and his geotechnical consultants were working on, Harris said, but these plans were not able to be finalized prior to the meeting. If amenable to the Council, they would waive the timeline for a 60-day extension, he added. Harris said he was unsure of what geotechnical reports would say and did not want to make any promises, but explained that the reason for the request was to explore those potential options.

Motion: Kerr moved to grant the extension; Hayes seconded the motion.

Ogilvie asked about whether moving through this motion would preclude hearing any additional information. Knop wondered if anyone present would be willing to wait to give their comments at this date certain of October 3rd.

Vote: Hayes, McCarthy, Kerr, Ogilvie and Knop voted AYE; the vote was 5:0 and the motion carried. The hearing would be continued until a date certain of October 3, 2023.

ORDINANCES

(3) Ordinance 23-08, a Comprehensive Plan Map Amendment and Zone Change for Taxlot 51032BC00400, an Undeveloped Property North of the Intersection of E. Surfcrest Ave and U.S. Highway 101

Sokolowski summarized the staff report, noting the first reading of the Ordinance was done at the August 1, 2023, meeting.

Motion: Hayes moved to approve the second reading and adopt Ordinance No. 23-08 as amended to reflect that the Council rendered a final decision to approve the Comprehensive Plan; Ogilvie seconded the motion.

Kerr said that the Council had a clear opportunity to ensure the development on the property in question would not be developed into a short-term rental now or in the future. She said that the Council did not take this opportunity, and that she thought this was a great disservice to their constituents."

Hayes read Ordinance 23-08, a Comprehensive Plan Map Amendment and Zone Change for Taxlot 51032BC00400, an Undeveloped Property North of the Intersection of E. Surfcrest Ave and U.S. Highway 101, as amended.

Hayes responded to Kerr's concern and said that he hoped the Council addresses potential deed restrictions in the future. Kerr said it was too late for this. Hayes said that, yes, it was too late for this, but rather than as a one-off the Council could address the matter on a larger scale in the future.

Driscoll read Ordinance 23-08 as amended.

Vote: Hayes, McCarthy, Ogilvie and Knop voted AYE, Kerr voted NAY; the vote was 4:1 and

the motion carried. Ordinance 23-08 was adopted as amended.

Knop said Ordinance 23-08 had been adopted as amended and would become effective 30 days from adoption.

Close the Special Meeting and Start Work Session

DISCUSSIONS

(4) CBE Research Advisory Committee Presentation

Knop thanked Hayes for chairing the Committee and turned the floor over to Hayes to present.

Hayes read his statement, which explained that the ad hoc committee met five times and approved a set of recommendations, including a projected operating budget. Hayes referred to the documents, including Attachment A to the corresponding staff report, and offered to discuss the project and answer any questions.

Kerr asked about where income was included in the projected budget. Hayes suggested Sinclair could speak to this, but that the Committee attempted to reach a solution to the question, and as most of the funding would come from TLT, the Committee operated under a \$500k assumption. Hayes said that other fundraising efforts would be underway, but he did not want to incorporate these prematurely.

Kerr expressed her discomfort with the projected budget's exclusion of income.

Sinclair addressed the body regarding the projected budget. He said that this was a "year two" budget to try to get an idea of what things would look like. Sinclair said that the intent of the Committee was that most of the things the facility would provide to this community would be at no cost to the community, but the things that would likely generate income like conferences, small events, etc. would have an associated cost sufficient to cover other costs.

Hayes added that the Committee did not go into detail about additional uses, like third party uses. He explained that they had also looked at the potential of a non-profit organization to seek grants for programming, which would likely be the bulk of the additional funding. Kerr asked for what kind of programming the grants would be sought. Hayes answered that the Committee had discussed educational programming, classes, events, and exhibits.

Sinclair said that if the Council's wish was that the facility be self-funding, it would pursue grants for programming. If Council decided to support the facility with the net of whatever is left from TLT, he said, that would be great, but that part of the next phase would be to look for funding opportunities. Several were already identified, Sinclair said, which may have been applicable if they'd been involved earlier.

Sinclair and Hayes explained that they found the matter important but had used the document as a basic placeholder to update the Council with their progress, and that their estimates had been conservative.

St. Denis said that a facility like this could only become self-funding if it had contributions to keep it running. The designing of two buildings, like the gym with five or six doors, two in lobby area, three to four classrooms with doors, most of facility is outdoors and accessible from any direction. Because of the many separate entrances and features, he said, there was no single contact point where everyone would pay as they entered, which would make it a different type of facility that would not be self-funding unless holding major events that are able to raise money.

Kerr recalled \$200,000 as the number she remembered hearing for the facility. St. Denis responded that he would look into this original estimate.

Sinclair agreed with Kerr that the projected budget was a lot of money. He explained that the figures developed within the scope of other facilities the Committee explored. Sinclair said that metrics from other facilities, like what percentage was payroll versus operating expenses, influenced the estimate.

Hayes thanked Atiyeh for her research of different facilities and said that they explored many other concrete examples.

Tonry said the Committee spent 95% of its time on use, and maybe 5% on budget. He explained that the Committee agreed this would evolve, but that it was assumed that funding would come largely from restricted TLT funds.

Hayes explained that the Committee sought direction on next steps from Council. He said that the Committee had discussed the creation of a steering committee for the facility that would move forward with further detail and recommendations about forming a nonprofit. Hayes added that a few Committee members had concerns about their ability to continue.

Kerr asked clarifying questions and suggested that the ad hoc committee should further flesh out uses for a broader perspective before forming a steering committee.

Tonry said that the primary facility use the Committee devised was a staffed interpretive center that would be open throughout the week. Secondary uses would be community uses like gym access, he said. Tonry added that he had wished to discuss restrictions, but that the Committee did not get to that point.

Hayes recalled that Kerr's suggestion could be carried out with the current Committee. Hayes explained a few other uses discussed by the Committee but said they had avoided getting too granular.

Kerr said that she thought the Committee had done a great job, and that it would make sense to her for them to continue and flesh out uses.

Hayes said he was unsure of how soon it would be useful to get active in forming a nonprofit, but that it needed to be formed and up to speed in time for operations.

Tonry added that the reason they brought the topic to the Council where they did was to get a sense of whether they were going down the right track, and whether to continue in this way or reinvent the idea.

Hayes also asked if the Council was comfortable with the proposed management model.

Kerr asked a clarifying question of Atiyeh.

Atiyeh responded that she had spoken to the directors of eight facilities and found that a large percentage of their income was from grants. Atiyeh gave examples of potential grants. Community and hotel owners want to see the money, she said, so that's what the Committee did.

Hayes said that it was difficult to find perfectly comparable facilities. Hayes, Tonry, and Atiyeh named several similar facilities.

Ogilvie thanked Atiyeh for her work and said he would be very interested in pursuing all of what was said. He asked about whether a nonprofit would be necessary to get their foot in the door. E

Atiyeh suggested she could interview an Executive Director and do a writeup on this topic. She suggested a partnership with organizations with fundraising expertise.

Kerr asked who would write the grants and said this was not incorporated in the budget.

Atiyeh answered that an Executive Director would do this.

Basch asked whether it would be useful for Hayes to read through the recommendation regarding facility use.

Hayes read the primary use paragraph. He explained that the Committee broke it up a little beyond that to talk about education, the gym, and third-party events.

Driscoll said she believed the Committee was formed via resolution for a limited purpose. She added that the purpose could always be extended if it was the Council's desire.

Tonry requested the Council describe their feelings about the primary use suggestion.

Ogilvie said that, if looking for guidance moving forward, he would ask that the uses be further defined for groups, especially using some type of metric that might be attached to it to explain income.

Hayes asked the Council if they wanted the facility to be a moneymaker.

Ogilvie responded that, if events could be handled with a shuttle, it would be one way to accommodate more guests without parking. He said he agreed with St. Denis that he did not envision the facility running in the black. Ogilvie acknowledged Atiyeh's comments, saying that grants for facility operations must be explored.

McCarthy said she liked the general intent statement and would like more discussion about how to bring in groups, like small discussion groups or conference situations. She said she was concerned about the time provided for gym access.

Sinclair responded that the spreadsheet may have been misleading, but that the expectation was that the gym would be open whenever not otherwise occupied.

McCarthy requested Atiyeh compile her reports and distribute them to the Council.

Atiyeh spoke further about the Dungeness facility's operating budget and the breakdown between earned income, grants, donations, etc.

Steidel reinforced Sinclair's statements. He explained that the budget was only a model. He expressed concern over vaguely-defined legal descriptions of usage limitations. He suggested examining matters like an ordinance, with time, place, and manner restrictions.

Hayes explained that the Committee had asked Driscoll about how to define these use restrictions.

Driscoll responded that this matter was somewhat premature in this conversation, but questions posed last time were whether running the facility through a 501(c)3 would allow wider latitude than if operated by the City. She explained that this was a fact-intensive inquiry, and that the 501(c)3 could become significantly-intertwined enough with the City to be considered a state actor on its own. If the facility was to be open for public use, Driscoll explained, the regulations must be based on time, place, and manner restrictions which would be viewpoint-neutral. She said she planned to provide Council members and others more detailed legal analysis about this.

Driscoll read through Resolution 23-09 and recalled the focus and intent of the Committee's formation. If going forward, Council is looking for more flesh on these items, doesn't believe work of this committee is finished. However, if looking for something different, draft new resolution.

After some discussion, it was determined that the additional guidance fell within the scope of Resolution 23-09, and that a new resolution would not be required.

Hayes asked whether there were concerns about the Committee's work to date. No concerns were expressed.

The body discussed how long the Committee may need to continue expanding their information. They discussed how long the formation of a nonprofit may take.

Steidel suggested that Hayes and Knop could provide more regular updates to the Council about the Committee's work.

Knop said it would be helpful to have a packet of information from Atiyeh.

St. Denis and the body generally agreed that the formation of a 501(c)3 and the exploration of its legal limits would be an important step in pursuing additional funding.

(5) ECFR Fire Update

Cannon Beach Rural Fire Protection District Chief Marc Reckmann and Deputy Chief Jason Smith presented a PowerPoint about the fire within the Ecola Creek Forest Reserve on 7/12/2023, a copy of which is included in the record. Smith and Reckmann answered Council's questions.

La Bonte spoke to contracted improvements of this "B-road."

Sinclair requested that the Parks Committee have a chance to participate in these discussions. He said that crossing over the North Fork of the Creek would be problematic and that OWEB would need to be involved. Sinclair said he felt a sense of commitment to the property and would like to be part of it.

(6) **Outdoor Dining**

St. Denis read the staff report.

Ogilvie said he thought it was time to eliminate the waiver.

Hayes said he thought it was time to do away with the emergency. He suggested examining parking issues with the code audit to help make the downtown area more pedestrian-friendly.

McCarthy agreed with Ogilvie and Hayes. She expressed frustration that the code audit had seemed singularly-focused on wetlands issues.

The Council discussed the code audit's progress to date.

Knop agreed that an update from Urbsworks would be useful before their meeting in September.

St. Denis explained that consultants were working on reorganization, so it would not make sense to fix specifics until things were in line.

Kerr said that, while the emergency declaration was over, she had read about a new COVID strain along the East Coast, and cautioned the body that it may not be over.

St. Denis clarified that they would take no action until September 30, 2023, at which point the resolution would automatically sunset.

(7) Removal of Commission, Committee or Board Member from Office

St. Denis read the staff report.

Kerr clarified who should be informed for an "excused" absence. Knop, St. Denis, and McCarthy said that the staff liaison to the Committee should be notified, who can inform the body.

Driscoll suggested that illness, personal emergencies, unavoidable conflicts, and travel could be four parameters for absences.

The agreed-upon process was to provide notification to the liaison when reasonably possible prior to a meeting. Occasions like car accidents, illness, etc. may require some leeway, the body agreed. Driscoll recommended that committee chairs make a recommendation to Council regarding removal. Council would provide notice to the impacted board member and provide the opportunity to talk with Council during an executive session. The person may also opt to withdraw from committee.

The body agreed upon this matter and Driscoll said she would draft these guidelines.

(8) Good of the Order

St. Denis explained he was gathering additional information about bus service.

Kerr requested clarity about who to call when the rulemaking process for shellfish harvesting in town was complete. St. Denis offered to examine the matter further to provide this clarity.

Hayes asked for an update about a records request. St. Denis explained that it was in progress.

ADJORNMENT

The meeting was adjourned at 8:36 p.m.

ATTEST:

Tessa Schutt, Administrative Assistant

Barb Knop, Mayor





STAFF REPORT

SHORT-TERM RENTAL DISCUSSION

Agenda Date: February 13, 2024

Prepared by: Bruce St. Denis, City Manager

BACKGROUND

During the December retreat, the Council requested a special work session to discuss the Short-Term Rentals (STR) The following items were designated as priorities:

- Capping the number of STRs
- Penalties
- Raising fees
- Inactivity Clause
- Not allowing an ADU primary residence to be used as a rental

List of Attachments None