

**City of Cannon Beach
Monthly Status Report**

To: Mayor and City Council

From: City Manager Bruce St. Denis

Date: August 3, 2021

Planning Commission:

Planning Commission: The Planning Commission met on July 22nd, to consider the following item:

- Review of a Zoning Ordinance Amendment by the City of Cannon Beach, for a text amendment regarding combination of lots, floor area ratios and lot coverages for residential districts, while striking the Planned Development language.

Design Review Board: The Design Review Board met on June 17th, to consider the following item:

- Public Hearing and Consideration of DRB 21-17, David & Janet Vonada application to convert a retail/office building into a restaurant at 1355 S. Hemlock Street.

The Chair of the DRB, approved minor modifications for the following addresses:

CB Chocolate Factory	232 N Spruce St.	Rooftop heating/cooling units
Hallmark Suites	1400 S Pacific	Paint color
Coast Heating	279 N Hemlock	Outdoor heating unit

Short-term Rentals: Staff continued to process short-term rental permits in June:

Program	Number of permits
14-day permit	122
Lifetime Unlimited permit	48
5-year Unlimited permit	47
Total permits	217
New short-term rentals this month	2
Pending short-term rentals	1

Building Permits: Staff processed a total of 15 building, 15 mechanical and 13 plumbing permits in June:

Permit Type	# of permits	Permit Fees	Value	Affordable Housing Surcharge, Current Month	Affordable Housing Surcharge, Fiscal Year to date
Building	15	\$24,864.62	\$ 1,922,819.80	\$ 19,228.20	\$ 211,130.18
Mechanical	15	\$3,036.77			
Plumbing	13	\$4,246.00			
Monthly Total	243	\$15,484.14			

Other Planning/Building Matters:

- The CD Staff supported the City Manager’ Office completing 3 Public Records Request(s) for the month, accounting for approximately one half-hour;
- The CD Department processed two Development Permits;
- The CD Director attended the monthly TSP call with the project management team for the TGM/TSP, and held the first Project Advisory Committee Meeting;
- The TSP collected over 100 Transportation Survey responses and over 250 Parking Survey responses in support of the Transportation Plan;
- The City receive notification from the Land Use Board of Appeals that the City’s decision to deny the Roberts development permit for a new residence in the Oceanfront Management zone had been Affirmed on July 23, 2021;
- The CD Director received notification from CREST Executive Director, Denise Lofman, that FEMA has approved the Pre-Application for Natural Hazard Mitigation work regarding proposed solutions for bank stabilization of the North Bank of the Ecola Creek Estuary;
- The CD Department worked with CB Code Audit consultant to finalize scope of work and project details and have a signed contract to proceed;
- The CD Director participated on the Project Advisory Committee for the City of Astoria’s Tsunami Evacuation Facilities Improvement Plan;
- The CD Department posted a new position for Planner I;
- The CD Director worked with the Public Works Department on state permitting project for Southwind clean spoils site, submitting a 1200-C application with DEQ;
- The CD Director met on-site with representatives from the Cannon Beach Preservation Subdivision/Nicholson PD for yearly inspection of Living Wall;
- The CD Director and Building Official met with the Director of the Cannon Beach Academy regarding new fencing and a retention wall;
- The CD Director represented the City and attended the quarterly meeting of CREST and the yearly Budget meeting for adoption;
- The CD Director met with local business owners to discuss the new Special Events Ordinance, application and brochure and a Special Events banner program;
- The CD Department worked with the Plan Review Team and Department Heads to launch the Public Notice page building transparency for the posting of all land use notices issued in Cannon Beach throughout the year;

Public Works Department Report - July

Water

- Worked on Gogona water main and valve replacement project.
- Replaced failed water service line at 188 E Madison.
- Repaired water leaks at six locations.
- Educated customers on Eye on Water (Total: 389 signed up).
- Installed 55 new cellular LTE meters (Total: 1,200 installed).
- Conducted monthly meter reads.
- Serviced water tank at Coaster Properties Building (designated Red Cross emergency resource).
- Performed maintenance on Clearwell pump # 2 solenoid at Water Plant.
- Completed weekly locates and work orders.
- Performed callout duties.
- Notified multiple users of water leaks.
- Finished year-end inventory report.
- Entered LTE data into Beacon and Caselle.
- Assisted with installation of new KMUN 250-watt transmitter (89.3) at north water tank.

Wastewater

- Prepped for 2021/22 capital improvement projects by starting conversations with civil engineers and local contractors.
- Prepped for Harrison Street infrastructure repairs prior to overlay paving.
- Conducted lagoon bank vegetation management.
- Performed maintenance on lab equipment.
- Responded to a plugged service in a camp site at the RV Park.
- Designed exhaust solutions for two generators that do not exhaust outside of roof structures.
- Diagnosed and repaired influent sampler failure, then reprogrammed for scheduled composite sampling.

Parks

- Continued ongoing landscape maintenance citywide.
- Washed and re-painted the graffitied wall by the basketball courts.
- Assisted with the installation of basalt and bronze monuments at Ne'Cus Park.
- Sprayed elk deterrent on plants and cleaned up elk droppings at Whale Park.
- Started upper portion of Sitka beach access rebuild now that the contractor finished the stairs.

Roads & Storm

- Picked up trash and cleaned ramps and outfalls.
- Responded to locate requests.
- Mowed rights-of-way and streets for visibility and vehicle clearance.
- Started seasonal overhead tree trimming.
- Conducted work to enlarge clean spoils site, per DEQ requirements.
- Built a trailer for fire protection at the clean spoils site.
- Responded to fixture/toilet issues in public restrooms.
- Assisted with stone monument positioning with artist at Ne'Cus Park.

Emergency Management – July

- Assisted with Community Bulletin deployment – Improved results and feedback driving progress
- Expedite security options for the cache sites. Game Cameras are in place
- Researched and developed improved video surveillance for city buildings and vulnerable locations
- Wayfinding Wednesday – We participate first Wednesdays of each month
- DOGAMI improved data for Cannon Beach – Draft form
- Move forward with improving the Tsunami Evacuation maps
- Working on improved “You are here signs”
- Bi-Weekly MRC communications training and participation
- Communications and Coordination with Clatsop County Emergency Management
- Communications Plan (Clatsop County),
- Ongoing updates when significant issues arise to Staff, Council, Community (Weather, Outbreaks, State Mandates)
- Attend Monthly Cannon Beach Chamber breakfast and Business meetings to receive and to deliver up to date information
- Working on MOU with Neighbors to the East (Green land forestry)
 - MOU draft for Greenland forestry’s to begin May 2021 (DRAFT only)
 - MOU draft for the Recovery excavation companies to stage equipment in Cannon Beach
- North Tank Radio (KMUN – HAM- GMRS) tower development continued – Pole is in and KMUN is currently broadcasting, Cannon Beach should be online late August (waiting on backordered equipment)
- TANGO site improved; DART CONEX box arrived.
- DART Tent purchased and received
- Getting bids from Pacific Power for all three cache sites
- EOC radio development, continuing. Waiting on specific equipment.
- Radio programming for All staff leadership positions, and PD home HAM / PD radios.
- Received new generators for cache sites (Grant HPO), cabinets and generator serviced, and they are in the cache sites.
- Schedule for remainder of 2021 calendar year completed.

Haystack Rock Awareness Program (HRAP) – July

- Sea Grant Scholars Amishi Singh and Andrea Vega been working on their summer projects: a proposal for improving and updating the virtual field trip program and a proposal for maximizing and modernizing science communications
- Clatsopworks interns are halfway through their summer internships as Junior Rocky Shore Interpreters
- Three Black Oystercatcher eggs in the saddle have hatched, this marks the first successful BLOY nest this year and the first time more than two eggs have hatched on Haystack Rock in over 5 years.
- Western Gull, Cormorants, and Tufted Puffins are all currently raising young. Cormorant nests are being monitored for Porland Audubon Society.
- US Fish and Wildlife Services are conducting a coastwide Tufted Puffin nest survey this summer.

Public Safety Report – June 2021

Staffing:	Authorized	Assigned
Sworn	8	7
Code Enforcement	1	1
Admin/Support	2	2
Parking/Information	6	6
Lifeguards	10	8

<u>Station Activity:</u>	June 2021	June 2020
CBPD Walk-in	169	193
CBPD Incoming Phone	420	450
SPD Dispatched Calls	139	91
Overnight Camping Warnings	142	220
Local Security Checks	2866	3615
Traffic Warnings	165	177
Traffic Citations	61	31
DUII Arrests	0	1
Alarm Responses	12	6
AOA, Including FD	42	54
Citizen Assists	19	27
Transient Contacts	15	8
<u>Total Case File Reports</u>	428	391

Cases of Significance:

Criminal Trespass:	5 Cases	Disturbance Noise/Verbal:	9 Cases
Theft:	4 Cases	Disorderly Conduct II:	1 Case
Criminal Mischief III:	2 Cases	Unlawful Entry MV:	4 Cases
Warrant/Fugitive Arrest:	5 Cases	Fraud	1 Case

Traffic Citations:

Driving with Suspended License:	7 Citations	No Operator's License:	6 Citations
Oper. Veh. Using Mobile Device:	13 Citations	Driving Uninsured:	6 Citations
Obey Traffic Control Device:	3 Citations	Failure to Install IID:	2 Citations
Too Closely:	2 Citations	Throwing Burning Material:	1 Citation
2 Citations	Failure to Yield to a Pedestrian:	1 Citation	Careless Driving:
Citations	Violation of Basic Rule/Speeding:	14 Citations	Fail to Use Seatbelt:
Citations	(67/55, 71/55, 78/55, 74/55, 90/55, 73/55, 75/55,	73/55, 68/55, 71/55, 70/55, 67/50, 40/30,	2
40,25)			

Code Enforcement Activities: During this period, 17 municipal code violations were addressed and resolved or pending resolution.