

**City of Cannon Beach  
Monthly Status Report**

**To:** Mayor and City Council  
**From:** City Manager Bruce St. Denis  
**Date:** June 6, 2023

**Community Development Monthly Report, April 2023**

**Planning Commission: The Planning Commission met on April 27, 2023, to consider the following items:**

AA#23-02, Mike Bates Administrative appeal of the City’s approval of a development permit, DP#23-10, for the new construction of a mixed-use building at the intersection of First and Spruce Streets.

ZO#23-01, Jeffrey Moon proposed a Comprehensive Plan Amendment & Zone Change for Taxlot 51032BC00400, an undeveloped property north of the intersection of East Surfcrest Ave and US Highway 101.

SR#23-0,1 Mike Morgan, on behalf of Jeff and Miriam Taylor, application to allow a setback reduction to reduce the back yard setback from the required 12’ to 5’.

SR#23-03 & V#23-02, Mike Morgan, on behalf of Brett and Jennifer Tanzer, requesting a setback reduction for the side and rear yard setbacks variance to exceed the floor area ratio limitations.

SR#23-04, Brent Burton application requesting a setback reduction to reduce the required front and side yard setbacks to construct a single-family dwelling on an undeveloped lot located near the intersection of S. hemlock and Center Streets.

**Design Review Board: The Design Review Board met on April 20, 2023, to consider the following items:**

DRB#23-04, David Vonada, applicant on behalf of David Pietka C/o Davidspruce LLC, for the building of a new two-story mixed -use development.

DRB 23-05, Tolovana Architects, applicant on behalf of Brett Tanzer for a new Accessory Dwelling Unit over an existing garage.

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

Program	Number of permits
14-day permit	145
Lifetime Unlimited permit	45

5-year Unlimited permit	10
Total permits	200
New short-term rentals this month	1
Pending short-term rentals	2

**Building Permits:**

Permit Type	# of permits	Permit Fees	Value	Affordable Housing Surcharge, Current Month	Affordable Housing Surcharge, Fiscal Year to date	Affordable Housing Surcharge, Total to Date
Building	4	\$5,492.66	\$ 325,000.00	0.00		
Mechanical	11	\$1,482.36				
Plumbing	5	\$1,489.00				
Monthly Total	16	\$8,464.02				

**Tree Report – April**

Date	Location	Total removed	Hazard	Dead	Const.	Health other	Solar	Replant Req.
4/4/2023	Breakers Point HOA	Fifth and Larch St.	1					No
4/5/2023	Todd Rowley	124 Nazina			2			Yes

**Public Works Department Report – May**

Parks:

- Planted two (2) Leyland Cypress trees in Sunset Blvd/Highway 101 turnaround. Coordinated with ODOT to plant these in their ROW.
- Put out soccer goals and nets for summer season.
- Performed mowing and maintenance of freshly-growing grass and other landscaping.
- Anticipated flower basket delivery and installation during the last week of May.
- Installed two more memorial plaques at the bandstand for a total of 43.
- Purple Martin houses are fully occupied earlier than last year.
- Ordered replacement parts for playground equipment to maintain stock and mitigate service interruptions.
- Monitored newly-planted trees at 6<sup>th</sup> and Larch.

Water:

- Repaired 12 of 36 leaks discovered during annual leak detection service.
- Sent monthly spring samples to Alexin Labs
- Filled potholes on road to filter plant
- Met with Windsor Engineers to discuss the Seismic Valves project
- Assisted Arch Cape Water with leak repair
- Educated customers on Eye on Water (Total: 807 signed up)
- Notified multiple users of water leaks and high use
- Updated meter data and sent to GeoMoose

Wastewater:

- Performed spring cleaning at treatment plant and wetlands, including power washing, weed eating, and mowing.
- DEQ Wastewater Treatment Plant inspection completed per +/- 5-year NPDES Waste Discharge Permit cycle.
- Poured concrete pads around all valve box tops surrounding lagoons for protection from mowing operations.
- Renewed operator certifications and continued certification education.

Roads:

- Completed spring paving and shoulder rocking for streets overlayed during 2022-23 Pavement Preservation Project.
- Raised six water valves.
- Installed six sewer manholes.
- Cleaned ditch and widened shoulder on Elk Creek Rd.
- Installed a new catch basin and hooked up the water testing water into the storm system.
- Replaced and installed new tsunami evacuation signs, washed signs, and replaced old/broken street signs.
- Cleaned graffiti in restrooms and picked up trash.
- Monitored ramps to beach outfalls and storm drains and did pothole sweep.

**Emergency Management – May**

- Wayfinding Wednesday –May 3<sup>rd</sup>
- Grant Season development
  - Emergency Operation Plan – In conjunction with Seaside, Astoria, Clatsop County
  - Mass Care Shelter Tents – Grant drafting is shaping up
- Public Works EOC –Build cross bars for antenna - Scheduling
- CPR class planning for Emergency Volunteers \* June 7<sup>th</sup> scheduled
- Reprogram Handheld Radios for PD/Staff
- Tsunami Map Evacuation signs switched out and added to needed areas.
  - Completed all sign improvements
- Safety committee meeting May 17th
- Emergency Volunteer meetings and trainings
  - MRC radio training 3/13

- MRC leadership training 3/13
- CERT leadership meeting -3/26 – Sandcastle-July 4<sup>th</sup>- City Safety Fair September planning
- Tour of Essential Function (EF -6 Mass Care) command center Salem
- Delivered and installed Pit Tank Shelter building (Tuff Shed) for TANGO
- Received MRC – Decedent container – Positioned Conex - -TANGO site
  - electrical completed on site
- Whiskey site improvement with shelter cover for the Water Treatment Trailer
- WHISKEY site electrical improvements to support Water Treatment Trailer / Water Mobility trailer
- City Safety Fair planning for September 21<sup>st</sup>
- Propane delivery improvements at cache site (demo)
- EM budget meeting questions follow up delivered

**Haystack Rock Awareness Program (HRAP) – May**

- Two new seasonal interpreters being hired
- Clatsop Works interns are hired and set to begin in June
- OSU Sea Grant Scholar Sadie Horner from Willamette University is set to begin mid-June
- Black Oystercatcher first nesting attempt started on May 7<sup>th</sup>; two eggs confirmed, and the pair have been consistently incubating. Hatch should occur the first week of June.
- No bird rescues for the month of May
- One new volunteer has joined.
- Two USFWS volunteers are beginning Memorial Day Weekend
- May 19<sup>th</sup> Drone Crash Incident: four out of town individuals were piloting a recreational drone in the Marine Garden when the pilot lost control and crashed into the Wildlife Refuge causing Black Oystercatcher to flee from incubating two eggs on their nest, surrounding gulls were also disrupted. HRAP staff prevented the visitors from entering the refuge and informed them of the regulations from USFWS regarding drone operations and disruption of nesting sea and shore birds. The visitors became argumentative and aggressive towards HRAP staff, prompting the police to be called. The incident has been further reported to USFWS. After an hour of temporary nest abandonment, the Black Oystercatchers returned to incubate their eggs which were not predated on in the interim.

**Public Safety Report – April 2023**

<b>Staffing:</b>	<b>Authorized</b>	<b>Assigned</b>
Sworn	9	8
Code Enforcement	1	0
Admin/Support	2	2
Parking/Information	6	0
Lifeguards	10	0

	2023	2022
<b><u>Station Activity:</u></b>		
CBPD Walk-in	124	155
CBPD Incoming Phone	217	264
SPD Dispatched Calls	120	91
Overnight Camping Warnings	40	13
Local Security Checks	2424	2347
Parking Citations	8	23
Traffic Warnings	189	199
Traffic Citations	38	61
DUII Arrests703/708/706	3	1
Alarm Responses	6	10
AOA, Including FD	28	25
Citizen Assists	7	6
Transient Contacts	6	4
<b><u>Total Case File Reports</u></b>	<b>195</b>	<b>177</b>

**Cases of Significance:**

Burglary:	1 Case	Suspicious Circumstance	7 Cases
Disorderly Conduct II:	2 Cases	Missing Person:	1 Case
Domestic Disturbance:	1 Case	Hit & Run:	4 Cases
Sex Crime:	1 Case	Warrant/Fugitive Arrest:	1 Case
DUII: (Blood Draw/0.21%/0.15%	3 Cases	Theft III:	1 Case
Trespass II:	1 Case	Theft II:	1 Case
Theft of Services:	1 Case	Identity Theft:	1 Case
Suicidal:	2 Cases	Unlawful Entry Motor Vehicle:	1 Case
Unlawful Use of a Lotor Vehicle:	1 Case		

**Traffic Citations:**

Driving with Suspended License:	6 Citations	Failed to Stop for Bus Safety Lights:	1 Citation
Oper. Veh. Using Mobile Device:	9 Citations	Reckless Driving:	1 Citations
Fail to Obey TCD:	1 Citation	Fail to Register Vehicle:	3 Citations
No Insurance:	5 Citations	Fail to Maintain Lane:	1 Citations
No Proof of Insurance:	1 Citation	Open Container:	1 Citation
Improper Display:	1 Citation	DUII:	3 Citations
Violation of Basic Rule/Speeding:	5 Citations		
(71/55 HWZ, 75/55, 34/20, 76/55, 82/55)			

**Code Enforcement Activities:** During this period, **12** municipal code violations were addressed and resolved or pending resolution.