



CITY OF CANNON BEACH

AGENDA

Meeting: City Council Work Session - Retreat
Date: Thursday, December 14, 2023
Time: 11:00 a.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.

RETREAT DISCUSSIONS

Please note topics may not be discussed in the exact order listed.

Projects

- Cannon Beach Elementary Rejuvenation Project
- City Hall/Police Station progress
- Status and schedule of funding/bonding for construction projects
- TSP initial discussion (next steps, special meeting dates, materials needed, etc.)
 - For a quick link to the TSP, please click [here](#)
- Code Audit Progress

Zoning/Housing

- Zoning
- Housing/Housing Size/Work Force Housing
- Short Term Rentals
- Parking initial discussion (next steps, special meeting dates, materials needed, etc.)

Miscellaneous

- Facility Use Policy
- Monthly status report revisions
- System Development Charges
- Additional Council Meetings Dates
- TLT/TAC next steps discussion, set dates for meetings and who should be invited
- RV Park

Good of the Order

ADJOURNMENT

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<https://zoom.us/j/99261084699?pwd=TkpjbGcxS0pCOGlMOctSbSsxVWFMZz09>

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.

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: 2023.12.08

Short Term Rental Information

British Columbia

B.C. increases violation fines, will require data sharing for short-term rentals

New rules come as municipalities struggle to regulate rentals on sites like Airbnb

[Chad Pawson](#) · CBC News · Posted: Oct 16, 2023 9:07 AM PDT | Last Updated: October 16



Residential buildings in Vancouver's West End are shown in this photo, taken Jan. 20, 2022. (Gian Paolo Mendoza/CBC)

B.C. has put in place new legislation to help municipalities regulate short-term rentals on sites like Airbnb, which provincial and municipal leaders say is affecting the availability and price of long-term housing.

The [new rules passed first reading in the B.C. Legislature Monday](#) and include increasing fines for hosts breaking local municipal bylaw rules to \$3,000 per infraction, per day, from \$1,000.

All short-term rental platforms will also be required to share data with municipalities to improve local enforcement, although no private information about hosts will be released publicly.

In addition, all short-term rental platforms will have to include the business licences and registration numbers of listings where they are required by a local government, and must remove listings without those requirements quickly.

The province says the new rules, which will come into effect in stages from now through late 2024, are meant to create a minimum regulatory standard for housing available for rent for fewer than 90 days.

WATCH | B.C. housing minister says rules meant to target multi-listing hosts:



B.C. housing minister issues warning to short-term rental operators skirting rules

► 1 month ago 0:43

Housing Minister Ravi Kahlon says news rules to regulate short-term rentals in B.C. are meant to target short-term rental hosts with multiple listings, often for homes where they don't live.

B.C. Housing Minister Ravi Kahlon said the rules are meant to target operators who rent out multiple units over the short-term in residences where they do not live themselves.

"Operators with multiple listings are taking homes off the long-term market to make big profits while people pay the price — it can't go on like this," he said.

Short-term rental listings on online platforms such as Airbnb, VRBO, Expedia and FlipKey have expanded rapidly since the COVID-19 pandemic and are now at an all-time high, according to the province.

The province said there are around 28,000 daily active short-term rental listings in B.C., which is an increase of 20 per cent from a year ago. Data indicates that more than 16,000 entire homes are being listed as short-term rentals for the majority of a calendar year, according to provincial officials.

The legislation limits short-term rentals to within a host's home, or a basement suite or laneway home on the property where they reside.

- **B.C. mulling provincial regulations on short-term rental apps like Airbnb**

More than a dozen resort municipalities, mountain resort areas, electoral areas including the Gulf Islands, and most municipalities with a population under 10,000 people will initially be exempt from a principal residence requirement but can opt in if the local government decides to.

Some municipalities such as Vancouver already have [more stringent rules](#) but struggle to enforce them. The city defines short-term rentals as those that are shorter than 30 days.

"We have said we need more support when it comes to enforcement and we are pleased to see the province introduce these changes, with more significant consequences for those who seek to abuse the system," said Vancouver Mayor Ken Sim as part of [a provincial release](#).

The new changes also include a new provincial short-term rental compliance and enforcement unit, but the province did not provide a timeline or budget for that. It said it would be modelled after the Residential Tenancy Branch's unit, which has 10 members.

WATCH | The Mayor of Victoria reacts to new rules for short-term rentals:



Victoria mayor welcomes provincial legislation to better regulate short-term rentals

► 1 month ago 0:44

Mayor Marianne Alto says provincial legislation that will increase fines for short-term rental violations and require operators to register with the province will help cities like Victoria address the province's housing crisis

The province said the increased fines for municipal bylaw infractions went into effect on Monday after immediately achieving royal assent. The legislation also now allows regional districts to require business licences from hosts in communities where there was no mechanism for it before.

On May 1, 2024, the principal resident requirement will come into force along with the requirement for business licences to be displayed on platforms. Also in effect on May 1, 2024 are changes that close loopholes that allowed short-term rental hosts to operate under pre-existing municipal rules.

Next summer, short-term rental platforms will have to share data with the province and a provincial registry for platforms will be mandatory by late 2024.

David Wachsmuth, the Canada research chair in urban governance at McGill University, said in a statement that the new policy will set a new Canadian standard.

"These are sensible, evidence-based rules that are going to prioritize the needs of B.C. residents and get available rental housing back on the long-term market where it belongs."

Not the solution, says Airbnb

Helping municipalities better regulate short-term rentals was part of Kahlon's [mandate letter](#) from December 2022.

Short-term rentals in cities like Vancouver, Victoria and Kelowna have come under scrutiny for several reasons including the argument that they siphon housing from municipalities already struggling to provide long-term, stable rentals to residents.

- [According to a new report, you're likely paying more in rent due to the increase in short-term rentals](#)
- [Vancouver to raise short-term rental licence fee almost tenfold to \\$1,000](#)

Airbnb says its platform allows residents in cities with expensive real estate to help pay their mortgages. It does not agree with studies that show short-term rentals contribute to overall rent increases.

Alex Howell, a policy manager with Airbnb in Canada, said the new rules will harm property owners trying to afford life in the province and communities that rely on revenue from tourism.

WATCH / Top three changes:



Stronger Airbnb regulations coming to B.C.

► 1 month ago 1:09

B.C. announced new legislation to help municipalities regulate short-term rentals on sites like Airbnb, which provincial and municipal leaders say affects the availability and price of long-term housing. CBC's Justin McElroy shares three things you need to know.

"The B.C. government's proposed legislation won't alleviate the province's housing concerns, instead it will take money out of the pockets of British Columbians, make travel more unaffordable for millions of residents who travel within B.C., and reduce tourism spending in communities where hosts are often the only providers of local accommodations."

Airbnb doesn't agree with the province that the top 10 per cent of hosts in B.C. earn nearly 50 per cent of short-term rental revenue.

The company said on Monday that the majority of hosts in B.C., approximately 83 per cent, share just one home. It also referenced a [Conference Board of Canada report](#) from last week that Airbnb activity at the current levels has not generated an economically meaningful increase in rents across Canada's major cities.

"The reality is, Airbnb listings in B.C. represent less than one per cent of the overall number of dwellings, and if every short-term rental was put back on the market, it

wouldn't scratch the surface of the number of houses needed," a company statement said.

'Give me a break'

Speaking on Monday morning, Eby told CBC News short-term rentals are contributing to the province's housing crisis.

"I mean, give me a break," he said. "Not a single person finds it credible in British Columbia in any way that short-term rentals haven't eroded long-term rentals in this province.

"Bottom line is when people own multiple condos and are renting them out as private hotels in our province when we are desperate for long-term housing for people, it's just not acceptable. So we're going to deal with it."

With files from On The Island and the Canadian Press

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New rules for short-term rentals

B.C.'s Short-Term Rental Accommodations Act

The number of short-term rentals (which may include, for example, rentals listed on Airbnb, VRBO, Expedia and FlipKey) have expanded rapidly over recent years, in B.C. and around the world.

Data shows that short-term rentals are diverting thousands of long-term rentals onto the short-term market in B.C., taking away homes people need.

Like many jurisdictions around the world, B.C. is responding to this growing challenge by taking action to regulate short-term rentals and return homes back to the long-term rental market.

In addition to the information on this page, please also see the October 16, 2023, Short-Term Rental Accommodations Act [news release](#), [backgrounders](#), and [technical briefing presentation](#).

- News release translations are available in: [Arabic](#) (pdf 298 KB), [Japanese](#) (pdf 488 KB) [Korean](#) (pdf 258 KB), [Persian \(Farsi\)](#) (pdf 275 KB) and [Vietnamese](#) (pdf 215 KB)
- News release and backgrounder translations are available in: [French](#) (pdf 293 KB), [Chinese simplified](#) (pdf 627 KB), [Chinese traditional](#) (pdf 740 KB), [Hindi](#) (pdf 182 KB), [Punjabi](#) (pdf 322 KB) and [Tagalog](#) (pdf 246 KB)

Page updated: October 20, 2023

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Short-Term Rental Accommodations Act

B.C. is facing a housing crisis, with a shortage of all forms of attainable housing, including long-term rentals.

The rise of short-term rental of entire homes is taking away much needed homes for British Columbians. More than 16,000 entire homes are being used as short-term rentals for the majority of the year in B.C. This is making it more challenging to find affordable long-term rentals.

Many local governments have taken action to regulate short-term rentals, but enforcement of bylaws is a challenge, and they have asked the Province for more tools and resources.

The purpose of the new rules is to:

- Give local governments stronger tools to enforce short-term rental bylaws
- Return short-term rental units to the long-term rental market
- Establish a new Provincial role in the regulation of short-term rentals

The new rules apply to all short-term rentals being offered to the public including:

- Offers hosted by a platform, where people reserve and pay for the rental service (which may include for example, Airbnb, VRBO, Expedia, and FlipKey)
- Offers on other web listing forums (which may include for example, Facebook Marketplace, Kijiji, and Craigslist)
- Offers in classified ads in newspapers

The new rules will not apply to:

- Reserve lands
- Nisga'a Lands or the Treaty Lands of a Treaty First Nation (unless the Nation chooses to opt into all or part of the legislation through a coordination agreement with the Province)
- Hotels, motels

Some of these new rules, like the ability of regional districts to issue business licenses and increase maximum penalties, will take effect immediately. Other changes, like the Province's principal residence requirement and registration system will come later.

Strengthening local government tools to enforce short-term rental bylaws

Increased fines and tickets

The maximum fine that regional districts can set for prosecutions of bylaw offences under the Offence Act will increase from \$2,000 to \$50,000. This is consistent with the maximum fines for municipalities under the Community Charter.

The Province also intends to increase the maximum municipal ticketing fine a local government may issue. These maximum fines could then be applied in:

- Municipalities
- Regional districts
- Islands Trust

New business licensing authority for regional districts

Regional districts will be able to regulate and license short-term rentals and other businesses, in similar ways to municipalities. This proposed change comes from amendments to the Local Government Act.

Display of business license

Some local governments require a business license for a host to operate a short-term rental. In areas where a business license is required, short-term rental hosts will be required to display a valid business license number on their listing.

Platform accountability

If a listing does not include a valid business license, where a business license is required by the local government, the short-term rental platform must remove the listing at the request of the local government.

Data sharing

Local governments have been challenged with getting the data they need for bylaw enforcement. Under the new rules, short-term rental platforms will be required to share information about short-term listings with the Province. The Province can then share this information with local governments.

The Province will keep the short-term rental information confidential and will not disclose it to the public.

Returning short-term rental units to the long-term rental market

Principal residence requirement

The Province is implementing a provincial principal residence requirement which will limit short-term rentals to:

- The host's principal residence
- Plus one secondary suite or accessory dwelling unit

The principal resident requirement will apply province-wide in municipalities with a population of 10,000 and over (and adjacent communities). Future regulations are anticipated to set out areas or types of accommodation that will be exempt from the principal resident requirement including:

- The 14 Resort Municipalities
- Most municipalities under 10,000 population (except those adjacent to larger municipalities)
- Regional district electoral areas
- Mountain Resort Areas and Designated Resort Regions
- Islands Trust
- Agri-tourism accommodations

In exempt areas, local governments can request to “opt in” to the principal residence requirement. There will also be a process for communities with a higher vacancy rate to request to “opt out” of the principal residence requirement.

The Province's principal residence requirement would function as a “floor” meaning that local governments will still be able to have more restrictive bylaws depending on local needs, as many have already chosen to do. Short-term rental hosts will continue to be required to follow local bylaws in place.

List of communities where the principal residence requirement will apply

Below is the list of communities where the principal residence requirement will apply; the communities listed either have a population of more than 10,000 people or are adjacent to larger communities.

There will be a process for the communities listed below with a higher vacancy rate to request to "opt out" of the principal residence requirement.

Communities currently exempted from the principal residence requirement and not listed below may also be added, if a local government requests to join or "opt in" to the principal residence requirement.

- Abbotsford
- Anmore
- Belcarra
- Burnaby
- Campbell River
- Central Saanich
- Chilliwack
- Coldstream
- Colwood
- Comox
- Coquitlam
- Courtenay
- Cranbrook
- Cumberland
- Dawson Creek
- Delta
- Duncan
- Esquimalt
- Fort. St. John
- Highlands
- Kamloops
- Kelowna
- Lake Country
- Langford
- Langley (City)
- Langley (Township)
- Maple Ridge
- Metchosin
- Mission
- Nanaimo
- Nelson
- New Westminster

- North Cowichan
- North Saanich
- North Vancouver (City)
- North Vancouver (District)
- Oak Bay
- Parksville
- Penticton
- Pitt Meadows
- Port Alberni
- Port Coquitlam
- Port Moody
- Pouce Coupe
- Powell River
- Prince George
- Prince Rupert
- Richmond
- Qualicum Beach
- Saanich
- Salmon Arm
- Sechelt
- Sidney
- Sooke
- Squamish
- Summerland
- Surrey
- Terrace
- Vancouver
- Vernon
- Victoria
- View Royal
- West Kelowna
- West Vancouver
- White Rock
- Williams Lake

Exempt accommodation service providers

The new rules will not apply to:

- Hotels
- Motels

Future regulations are being drafted to exempt additional types of properties which are not the intended target of the proposed act, including timeshares and fishing lodges.

Changes to legal non-conforming use protections

Effective May 1, 2024, protections for non-conforming use of property will no longer apply to short term rentals. In some areas, these protections have historically allowed hosts to continue to use their property for short-term rentals even when it was against the new rules set by the local government.

Also effective May 1, 2024, the new provincial principal residence requirement will come into effect. This means that regardless of local zoning bylaws, the principal residence requirement will apply in designated communities (listed above).

Information about non-conforming use is available through local governments.

Non-conforming use authorities will continue to exist for other land uses.

Establishing provincial oversight of short-term rentals

Provincial registry

The Province will establish a short-term rental registry. This will help ensure that short-term rental hosts and platforms are following the rules and provide local governments and the Province the information needed to follow up when they don't.

Hosts will be required to include a provincial registration number on their listing. They will also have to include their business license number, if a business license is required by the local government. Platforms will be required to validate registration numbers on host listings against the Province's registry data.

Provincial compliance and enforcement unit

In order to ensure the rules are being followed, the Province will establish a provincial compliance and enforcement unit. This unit will:

- Track compliance
- Issue orders
- Administer penalties for violations

Timeline

The regulations and responsibilities under the proposed Act will come into effect at different times over the next two years through a phased approach.

- **Immediately after Royal Assent:** Increased fines and tickets, business licensing authority for regional districts
- **May 1, 2024:** Principal residence requirement (including definition of exempt areas or accommodations), changes to legal non-conforming use protections
- **Summer 2024:** Data sharing

- **Late 2024:** Provincial registry launch, requiring platforms to remove listings without valid provincial registry numbers

Definitions

These are some of the definitions for the Short-Term Rental Accommodations Act.

Short-term rental

Short-term rentals are accommodations provided to members of the public in a host's property, in exchange for money, for a period of less than 90 consecutive days. They are generally tourist accommodations that are often found in residential or resort areas. They may be advertised via online platforms such as Airbnb, VRBO, Expedia and FlipKey, but may also include short-term rental offers on other web forums including Facebook Marketplace, or found in classified ads in newspapers.

Principal residence

A principal residence is the residence an individual lives in for a longer period during a calendar year than any other place.

Platform service

Platform services are the facilitation of promotion and transactions for reservations and payments related to short-term rental accommodation services in British Columbia, provided by a platform.

Secondary suite

A secondary suite is a self-contained living unit with its own kitchen, sleeping area, and washroom facilities, and which is contained within a dwelling unit.

Accessory dwelling unit

An accessory dwelling unit (often referred to as an ADU) is a self-contained living unit with its own kitchen, sleeping area, and washroom facilities, and which is located on the same property as a dwelling unit. An accessory dwelling unit is sometimes referred to as a garden suite, laneway home, carriage house or garage suite.

Short-term rentals versus tenancies

In general, a booking made on a short-term rental platform is not covered under the Residential Tenancy Act, but there are circumstances in which a tenancy may be established.

If there is uncertainty about the legal requirements related to a specific accommodation arrangement, it is best to speak with a lawyer.

Find more information on what types of accommodation are covered by the Residential Tenancy Act at this link: <https://www2.gov.bc.ca/gov/content/housing-tenancy/residential-tenancies/is-my-tenancy-covered-under-bcs-tenancy-laws>

Disclaimer

The information on this webpage on the Province of British Columbia's proposed Short-Term Rental Accommodations Act and potential future associated regulations (if the bill passes) is provided for the user's convenience as a basic starting point. It is not a substitute for getting legal advice or other professional advice. If there is a conflict between the information on this webpage and the legislation or any future regulations, the legislation and any future regulations prevail. This information may be subject to change, including due to the legislative process and any future government approvals (if the bill passes).

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Highlights of STRA Act

Key information on this webpage for local government

- [Increased fines and tickets](#)
- New [business licensing authority for regional districts](#)
- [Platform accountability](#)
- [Data sharing](#)

Key information on this webpage for hosts

- [Principal residence requirement](#)
- [Display of business license](#)
- [Platform accountability](#)
- [Exempt accommodation service providers](#)
- [Provincial registry](#)

Key information on this webpage for platforms

- [Platform accountability](#)
- [Data sharing](#)
- [Provincial registry](#)

Contact ServiceBC

Please contact [ServiceBC](#) if you have questions about B.C.'s new short-term rental legislation.

- ServiceBC is open Mon to Fri from 7:30 am to 5:00 pm with help available on the phone, toll free, in 140 languages and for people who are deaf, hard of hearing or speech impaired.
- Service is also available by text, email or in-person at a government service center.

From: [Lisa Kerr](#)
To: [Jennifer Barrett](#)
Subject: Please include in packet for retreat
Date: Thursday, November 23, 2023 8:39:40 AM

Sent from my iPhone

Begin forwarded message:

From: Marcia Zegar <kmzegar@gmail.com>
Date: November 23, 2023 at 8:05:30 AM PST
To: Lisa Kerr <lisacmd1@gmail.com>
Subject: Re: Happy Thanksgiving

Thank you for your response, Lisa-and yes-you are absolutely welcome to share my letter for the short term rental discussion. I greatly appreciate the concern.

Have a wonderful Thanksgiving on this amazing blue sky day!

Marcia

Sent from my iPhone

On Nov 23, 2023, at 6:19 AM, Lisa Kerr <lisacmd1@gmail.com> wrote:

Marcia: I totally agree with you. Happy Thanksgiving to you as well.

Your letter is well spoken! May I share your letter and include it in the packet for when we have our Short Term Rental discussion in December?

Cheers!

Lisa

Sent from my iPhone

On Nov 22, 2023, at 7:46 PM, Marcia Zegar <kmzegar@gmail.com> wrote:

Hi Lisa — This is Marcia (I'm in Garden Club with you)
- great to see you for our wonderful wreath making
event!

I'd hoped to get a note off to you earlier this week. I'd read the "Cannon Beach considers cap" article in the Astorian last Saturday and was so grateful for your suggested cap on the number of vacation rentals. I knew vacation rentals and second homes comprised a large number of homes in Cannon Beach, but to read only 37% are occupied according to the 2020 census bureau data was such a sad statistic.

We live in Haystack Heights - one of the few 'real neighborhoods' with a (comparatively) large percentage of full-time residents in Cannon Beach. Within the last 2 years, we have witnessed our percentage of 2nd home owners and vacation rentals increase. Many of the 2nd home owners have been here for years and make every effort to meet and know their neighbors, but sadly, that sentiment seems to be waning amongst the new, 2nd home owners who are seldom here. When we moved here 6 years ago, I was aware of 3 vacation rentals and now there are at least 7. This increase is very evident, especially in the summer, with the increase in traffic, cars parked on the streets, and visitors driving too fast in a neighborhood where children play. The constant fluctuation of visitors spending only a night or two is unsettling. The sentiment amongst many 'full timers' in our neighborhood is to stop this trend - it deteriorates what a true neighborhood is all about. And - the alarming spread of vacation rentals throughout our community is unraveling the threads of commonality that bridge our citizens together and create a true community. I know of wonderful individuals and families who work in Cannon Beach and would love to live here, but there is no affordable housing . . . Yet so many homes sit empty. I thought the concept Vancouver, BC has implemented to help fund affordable housing projects an excellent idea. Unless some kind of incentive is provided or restrictions put in place in Cannon Beach, affordable housing will only become more unobtainable.

Referencing the article - a special thanks to you - along with the comments by Gary Hayes and Nancy McCarthy

for your concerns on this topic. I hope that further discussions continue to address this problem and action is taken before it's too late.

Thanks for reading my e-mail!

Have a Happy Thanksgiving, Lisa! Marcia Zegar

Sent from my iPad

CITY OF CANNON BEACH
APPLICATION FOR USE OF CITY FACILITIES

City Hall facilities may be used by government agencies, non-profit, and other tax-exempt organizations for public meetings which enhance the quality of life in Cannon Beach. Room reservations can be made by telephone, but a completed and signed application form is required before the meeting can take place. Council Chambers are available during City Hall business hours (8:00 am-5:00 pm Monday-Friday, excepting holidays) and can accommodate up to 65 people. The City Hall Conference Room is also available only during City business hours and can accommodate up to 10 people. Official City business or meetings take precedence over reservations if there is a conflict. Exceptions to the above listed availability can be granted by the City Manager.

Name of Organization: _____

(circle one) Government Agency Non-Profit Other Tax-Exempt Organization

Mailing Address: _____

Contact Person: _____ **Telephone:** _____

Date/Time Requested: _____ **Number of People Expected:** _____

Recurring Meeting? Dates and Times: _____

Room Requested: (circle one) Council Chambers Conference Room

Purpose of the Meeting: _____

Name of Insurance Carrier: _____

Please attach certificate of insurance (COI) to this application naming the City of Cannon Beach as the Certificate Holder **and** as an Additional Insured (AI). Please attach the Additional Insured Endorsement form listing the City of Cannon Beach. COI must show \$2 million per occurrence and \$2 million aggregate.

Restrictions on Room Use:

1. Groups using facility agree to return it to its original condition. This includes moving furniture back to original positions, turning off lights, removing garbage, locking the room, etc.
2. Access to bathrooms is available through the interior Chamber Doors.
3. Coffee, Tea, or hot beverages may be served, however you must bring your own beverages, containers, cups, and thermoses, and are responsible for all clean-up. Food is not allowed.
4. No minors (under 18) are allowed on the premises without adult supervision.
5. No alcoholic beverages or smoking are permitted on the premises.
6. No tape, tacks, or other means of affixing paper or objects to the walls is allowed.

By signing this application, I acknowledge that I am an authorized representative of the organization. I have read and understand the restrictions on room use listed above, and I agree to abide by them.

Applicant's Signature

Date



FOR OFFICIAL USE ONLY

Date of Application: _____

Received By: _____

Approved: _____ Date: _____
City Manager