



CITY OF CANNON BEACH

BEFORE THE DESIGN REVIEW BOARD OF THE CITY OF CANNON BEACH

IN THE MATTER OF A DESIGN REVIEW APPLICATION FOR
FREESTANDING SIGNAGE AT 188 S. HEMLOCK ST., PROPERTY
DESCRIPTION: MAP 51030AA, TAX LOT 2900
ZONE: C1

FINDINGS OF FACT,
CONCLUSIONS, AND
ORDER DRB 23-13

APPLICANT: Darwin Turner
Cannon Beach Design Company
P.O. Box 488
Cannon Beach, OR 97110

Darwin Turning of Cannon Beach Design Company, on behalf of John Nelson, requested review for freestanding signage at 188 S. Hemlock St. The application was reviewed as a non-hearing item against the criteria of Municipal Code, Chapter 17.56, Signs.

The public hearing on the above-entitled matter was held before the Design Review Board on 12/11/2023, the Design Review Board closed the public hearing at the 12/11/2023 meeting, and a decision was made at that meeting.

THE DESIGN REVIEW BOARD ORDERS that the application for the exterior alterations is APPROVED and adopts the findings of fact, conclusions and conditions contained in "Exhibit A." The effective date of this Order is 14 days following the signing of the Order.

This decision may be appealed to the City Council by an affected party by filing an appeal with the City Manager within 14 days of this date.

CANNON BEACH DESIGN REVIEW BOARD

DATED: 12/13/2023

DocuSigned by:
David Doering
72F6B6CD11F041C...

David Doering, Chair



CANNON BEACH COMMUNITY DEVELOPMENT

163 E. GOWER ST.

PO Box 368

CANNON BEACH, OR 97110

Cannon Beach Design Review Board

Findings of Fact and Conclusions of Law

DRB 23-13, NON-HEARING CONSIDERATION OF A FREESTANDING SIGNAGE APPLICATION, DARWIN TURNER ON BEHALF OF JOHN NELSON AT 188 S. HEMLOCK ST.; TAXLOT 51030AA02900

Agenda Date: December 11, 2023

EXHIBITS

The following Exhibits are attached hereto as referenced.

“A” Exhibits – Application Materials

- A-1** Sign permit application with image of proposed signage, received November 6, 2023
- A-2** Revised sign permit application with image of proposed signage, received November 30, 2023

“B” Exhibits – Agency Comments

None received as of this writing;

“C” Exhibits – Cannon Beach Supplements

- C-1** DRB 23-13 Completeness determination letter, dated November 13, 2023
- C-2** Sign Permit 23-08, dated November 14, 2023
- C-3** D. Doering email, dated November 17, 2023
- C-4** Revised Sign Permit 23-08, dated December 4, 2023

“D” Exhibits – Public Comment

None received as of this writing;

SUMMARY & BACKGROUND

The applicant requests design review approval for the replacement of existing free-standing signage in the Limited Commercial (C-1) zone at 188 S. Hemlock St. This location of the requested signage is an existing stand-alone commercial building. As per the revised application, Exhibit A-2, the requested signage will face S. Hemlock St. and 57 x 40 inches. The original application, Exhibit A-1, placed the free-standing sign on a different location on the S. Hemlock St. frontage, also the design of the signage has changed between the original and revised applications.

APPROVAL CRITERIA

Approval criteria are in the signage regulations of Chapter 17.56 of the Municipal Code.

FINDINGS

The Design Review Board finds that the revised application detailed in Exhibit A-2 meets the applicable criteria.

DECISION

Motion: Having considered the evidence in the record and upon a motion by Board Member Valigura, seconded by Board Member Claussen, the Cannon Beach Design Review Board voted to approve the free-standing signage application of Darwin Turner, on behalf of John Nelson, at 188 S. Hemlock St., DRB# 23-13.

Exhibit A-1



CITY OF CANNON BEACH

Needs Tagment
for DRB app +
sign permit
email 11/3/23 E/B

DESIGN REVIEW BOARD APPLICATION

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

City of Cannon Beach
Finance Department

Applicant Name: Darwi Turner
Mailing Address: PO Box 488
Cannon Beach, OR 97110
Email Address: darwin@bmi.net
Telephone: 503-440-7060

NOV 6 2023

Received

Property-Owner Name: John Nelson
(if other than applicant)

Mailing Address: _____

Telephone: 541-604-5112

Property Location: 188 S. Hemlock

(street address)

Map No.: _____ Tax Lot No.: _____

Project Description:

Sign installed in flower bed.

City of Cannon Beach
Finance Department

NOV - 6 2023

PAID

Please see the back of this sheet for Design Review submittal requirements for site analysis diagram, site development plan, landscape plan and architectural plans which must be included with this application.

Application Fees: Minor Modification: \$50
Major Modification, partial review: \$200
Major Modification, full review: \$600

Applicant Signature: Darwin J Turner Date: 10/30/23

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.

For Staff Use Only:

Received on: _____ By: _____

Fee Paid: _____ Receipt No.: _____

(Last revised March 2021)

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

Exhibit A-1
City of Cannon Beach
Finance Department

NOV 6 2023

Received

CITY OF CANNON BEACH SIGN PERMIT APPLICATION

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

Sign Permit #: _____

Applicant Name: Darwin Turner / Cannon Beach Design Co.

Mailing Address: PO Box 488

Email Address: darwin@cannonbeachdesignco.com

Telephone: 503-440-7060

Business Name: Anna's Table

Telephone: 541-604-5112 John Nelson

Location Address: 188 S. Hemlock St.

Map No.: ? Tax Lot No.: ?

Sign Description Replacing Previous Signs.

Is sign freestanding? ☒ Yes ☐ No There is one sign on the south side on the building. One sign freestanding.

Is business part of a mall? Yes ☐ No ☒ How many businesses in mall? _____

Lineal Feet of Business Frontage (see definition on reverse side): approx 50' Hemlock Side, 40' Side Street

Lineal Feet of Site Frontage (see definition on reverse side): Approx. 100'

Proposed Sign Dimensions: **Attach scale drawing, showing all structural elements. If affixed to a building please include detailed information on how the sign will be attached.**

Total square feet of sign face area: 12' and 18' for Hemlock Sign Largest letter height: 7.5" - 11"

Sign height from ground: approx 18"

Colors: Beige, Rust and Navy Blue

Materials used in sign: 1 3/4" Cedar Wood Sign Panel or 3/4" MDO Wood Sign Panel

Location of sign on property: Side of building on the South and by street walkway entrance on Hemlock St.

Attach size and dimensions of all other signs located on building or property pertaining to this business.

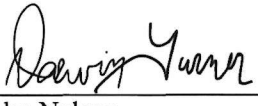
Application Fees:

Base Sign Fee \$50

Building Permit \$68.88*

Freestanding Fee \$50

* Minimum fee, may be higher

Applicant Signature:  Date: 10-30-23

Property Owner Signature: John Nelson Date: 10-30-23

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.

Continue of Reverse Side



NOV - 6 2023

Definitions:

PAID

"Business frontage" means the lineal frontage of a building or portion thereof devoted to a specific business and having an entrance open to the general public;

"Site frontage" means the length of the property line parallel to and along each public right-of-way;

This information can be made in alternative format as needed for persons with disabilities.

For Staff Use Only:

Maximum Amount of Signage Permitted: _____

Building Permit: Required Not Required

Date of Planning Department Review: _____ By: _____

Permit Granted Permit Not Granted

Approved on: _____ By: _____

Fee Paid: _____ Receipt No.: _____

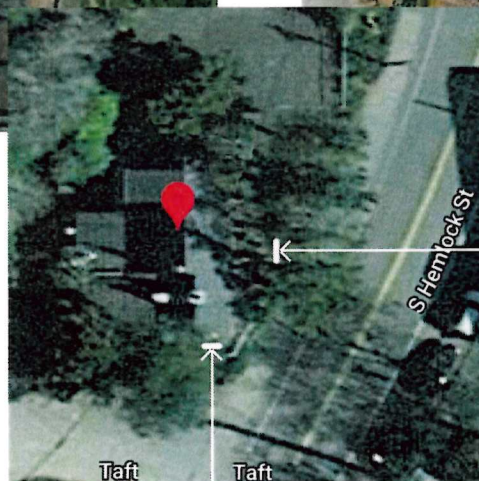
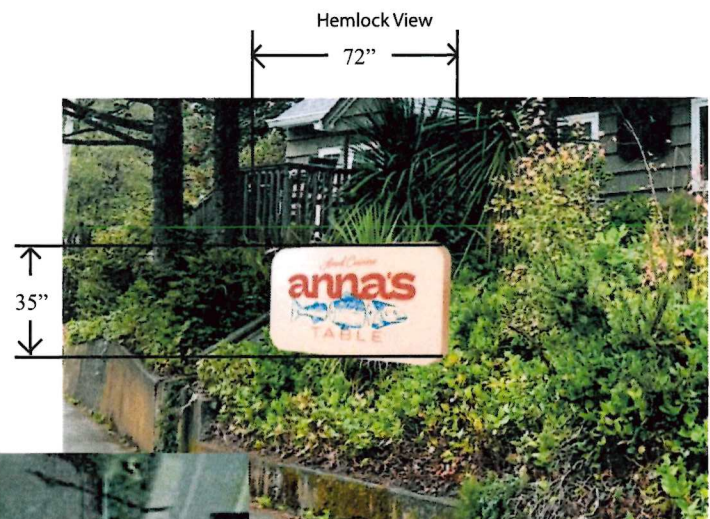
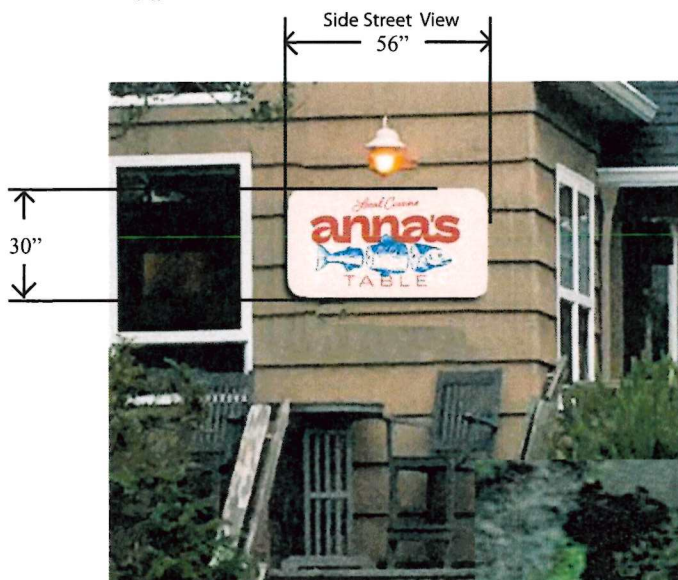
Verified By Code Enforcement: _____ Date: _____

A. The sign will be attached with 2" stainless steel screws to siding.

B. 4"x4" Cedar Wood Posts in the ground with 3"lag bolts attaching the sign.

A.

B.



Freestanding Sign Location

Building Side Sign Location

Exhibit A-1



City of Cannon Beach
 163 E Gower St | PO Box 368
 Cannon Beach, OR 97110
 (503) 436-1581
 cityhall@ci.cannonbeach.or.us

XBP Confirmation Number: 157925286

▶ Transaction detail for payment to City of Cannon Beach.		Date: 11/06/2023 - 3:07:15 PM MT	
Transaction Number: 207462027			
Visa — XXXX-XXXX-XXXX-5948			
Status: Successful			
Account #	Item	Quantity	Item Amount
Sign Perm 2 107 Su	Planning Fees Sign Perm 2 107 Su	1	\$100.00
DRB App 107 Sunset	Planning Fees DRB App 107 Sunset	1	\$50.00
Sign Perm 2 188 He	Planning Fees Sign Perm 2 188 He	1	\$100.00
DRB App 188 S Hem	Planning Fees DRB App 188 S Hem	1	\$50.00

TOTAL: \$300.00

Billing Information
 Darwin Turner
 , 97110

Transaction taken by: Admin tpfundCaselle pfund

Exhibit A-2

CITY OF CANNON BEACH SIGN PERMIT APPLICATION

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


Sign Permit #: _____

Applicant Name: Darwin Turner / Cannon Beach Design Co.Mailing Address: PO Box 488Email Address: darwin@cannonbeachdesignco.comTelephone: 503-440-7060Business Name: Anna's TableTelephone: 541-604-5112 John NelsonLocation Address: 188 S. Hemlock St.Map No.: ? Tax Lot No.: ?**Sign Description** *Replacing Previous Signs.*Is sign freestanding? ☒ Yes ☐ No *There is one sign on the south side on the building. One sign freestanding.*Is business part of a mall? Yes ☐ No ☒ How many businesses in mall? _____Lineal Feet of Business Frontage (see definition on reverse side): approx 50' Hemlock Side, 40' Side StreetLineal Feet of Site Frontage (see definition on reverse side): Approx. 100'**Proposed Sign Dimensions: Attach scale drawing, showing all structural elements. If affixed to a building please include detailed information on how the sign will be attached.**Total square feet of sign face area: 12' and 18' for Hemlock Sign Largest letter height: 7.5" - 11"Sign height from ground: approx 18"Colors: Beige, Rust and Navy BlueMaterials used in sign: 1 3/4" Cedar Wood Sign Panel or 3/4" MDO Wood Sign PanelLocation of sign on property: Side of building on the South and by street walkway entrance on Hemlock St.

Attach size and dimensions of all other signs located on building or property pertaining to this business.

Application Fees:**Base Sign Fee \$50****Building Permit \$68.88*****Freestanding Fee \$50**

* Minimum fee, may be higher

Applicant Signature:  Date: 10-30-23Property Owner Signature: John Nelson Date: 10-30-23

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.

Continue of Reverse Side

Exhibit A-2

Definitions:

“Business frontage” means the lineal frontage of a building or portion thereof devoted to a specific business and having an entrance open to the general public;

“Site frontage” means the length of the property line parallel to and along each public right-of-way;

This information can be made in alternative format as needed for persons with disabilities.

For Staff Use Only:

Maximum Amount of Signage Permitted: _____

Building Permit: Required Not Required

Date of Planning Department Review: _____ By: _____

Permit Granted Permit Not Granted

Approved on: _____ By: _____

Fee Paid: _____ Receipt No.: _____

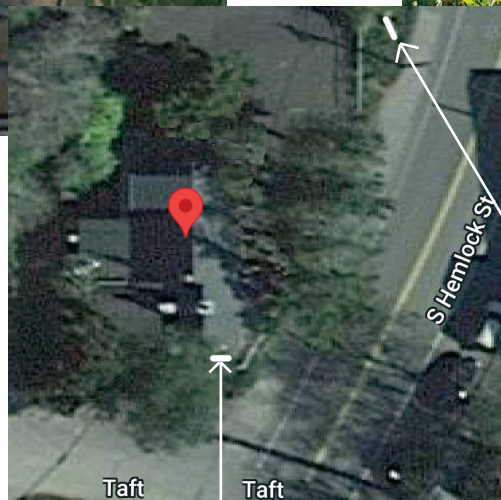
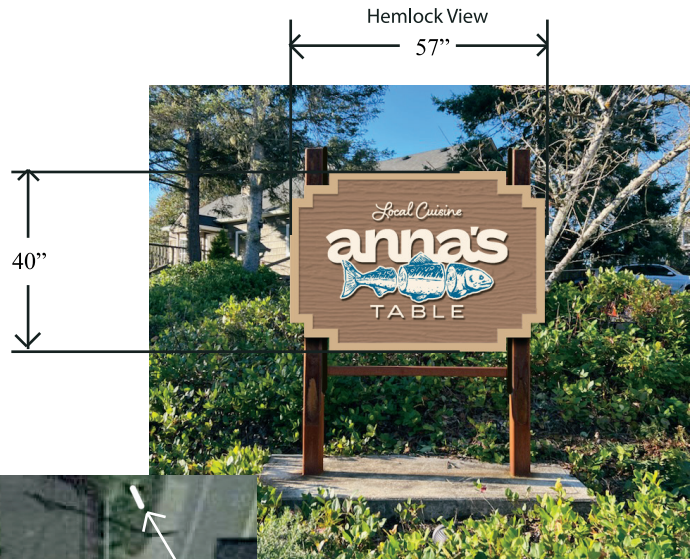
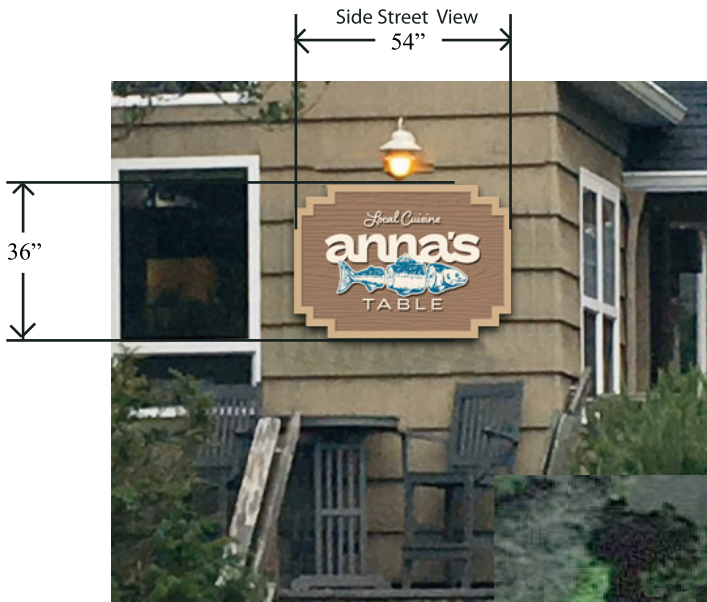
Verified By Code Enforcement: _____ Date: _____

A. The sign will be attached with 2" stainless steel screws to siding.

B. 4"x4" Existing Metal Posts in concrete with 1/2" lag bolts attaching the sign.

A.

B.



Freestanding Sign Location
Where Existing Sign Was

Building Side Sign Location



Exhibit C-1

CANNON BEACH COMMUNITY DEVELOPMENT

163 E. GOWER ST.

PO Box 368

CANNON BEACH, OR 97110

November 13, 2023

Darwin Turner
Cannon Beach Design Company
P.O. Box 488
Cannon Beach, OR 97110

RE: Completeness Determination for Design Review at 188 S Hemlock St. (File: DRB 23-13)

Dear Mr. Turner:

Your application for Design Review for a freestanding sign at 188 S. Hemlock St was received on November 6, 2023 and found to be complete on November 13, 2023. The City has 120 days to exhaust all local review, that period ends on Tuesday, March 12, 2024. The first evidentiary hearing for this application will be held on December 21st at 6:00pm, you may participate in person or by Zoom.

The materials received with this application include:

- Design Review application form with project description
- Sign permit application with photos

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 stclair@ci.cannon-beach.or.us if you have questions regarding this application matters.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. St. Clair'.

Robert St. Clair
Planner



CANNON BEACH COMMUNITY DEVELOPMENT

163 E. GOWER ST.

PO Box 368

CANNON BEACH, OR 97110

MEMORANDUM

RE: New Sign Permit

188 S. Hemlock

Permit # SP 23-08

November 14, 2023

Sign Permit 23-08 was issued to Darwin Turner of Cannon Beach Design Company, on behalf John Nelson of Anna's Table authorizing the placement of new signage at 188 S. Hemlock St. The signage authorized by this permit is:

- One approximately 11.7 square foot sign mounted to the southern façade of the building. This sign will be constructed of wood and painted with a beige background with blue and rust/orange lettering that will not exceed 11 inches. This sign will be placed where the Evoo restaurant signage is currently located.

The approved signage meets the criteria of Cannon Beach Municipal Code 17.56.030(J)(2), Regulations-Generally, Materials which states:

Signs shall be constructed of wood or have a wood exterior, be painted or etched on a window, or be part of an awning. Signs consisting of other materials must be approved by the Design Review Board.

The freestanding signage on this application requires review and approval by the Design Review Board prior to installation. An application has been submitted, file #DRB23-13, which will be heard by the Board during its December 2023 public meeting.

This permit may be appealed to the Planning Commission by filing an appeal with the City Manager within 14 days of the date of this decision.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. St. Clair'.

Robert St. Clair

Planner

Exhibit C-2

City of Cannon Beach
Finance Department

NOV 6 2023

Received

CITY OF CANNON BEACH
SIGN PERMIT APPLICATION

SP 23-08

Sign Permit #: _____

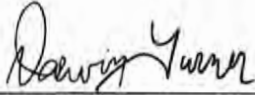
Please fill out this form completely. Please type or print.

Applicant Name: Darwin Turner / Cannon Beach Design Co.Mailing Address: PO Box 488Email Address: darwin@cannonbeachdesignco.comTelephone: 503-440-7060Business Name: Anna's TableTelephone: 541-604-5112 John NelsonLocation Address: 188 S. Hemlock St.Map No.: ? Tax Lot No.: ?**Sign Description** Replacing Previous Signs.Is sign freestanding? ☒ Yes ☐ No There is one sign on the south side on the building. One sign freestanding.Is business part of a mall? Yes ☐ No ☒ How many businesses in mall? _____Lineal Feet of Business Frontage (see definition on reverse side): approx 50' Hemlock Side, 40' Side StreetLineal Feet of Site Frontage (see definition on reverse side): Approx. 100'**Proposed Sign Dimensions:** Attach scale drawing, showing all structural elements. If affixed to a building please include detailed information on how the sign will be attached.Total square feet of sign face area: 12' and 18' for Hemlock Sign Largest letter height: 7.5" - 11"Sign height from ground: approx 18"Colors: Beige, Rust and Navy BlueMaterials used in sign: 1 3/4" Cedar Wood Sign Panel or 3/4" MDO Wood Sign PanelLocation of sign on property: Side of building on the South and by street walkway entrance on Hemlock St.

Attach size and dimensions of all other signs located on building or property pertaining to this business.

Application Fees:**Base Sign Fee \$50****Building Permit \$68.88*****Freestanding Fee \$50**

* Minimum fee, may be higher

Applicant Signature:  Date: 10-30-23Property Owner Signature: John Nelson Date: 10-30-23

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.

Continue of Reverse Side

NOV - 6 2023

Definitions:

PAID

"Business frontage" means the lineal frontage of a building or portion thereof devoted to a specific business and having an entrance open to the general public;

"Site frontage" means the length of the property line parallel to and along each public right-of-way;

This information can be made in alternative format as needed for persons with disabilities.

For Staff Use Only:

Maximum Amount of Signage Permitted: 36 Square feet

Building Permit: Required ☒ Not Required

Date of Planning Department Review: 11/14/2023 By: Robert St. Clair

☒ Permit Granted ☐ Permit Not Granted

Approved on: 11/14/2023 By: Robert St. Clair

Fee Paid: _____ Receipt No.: _____

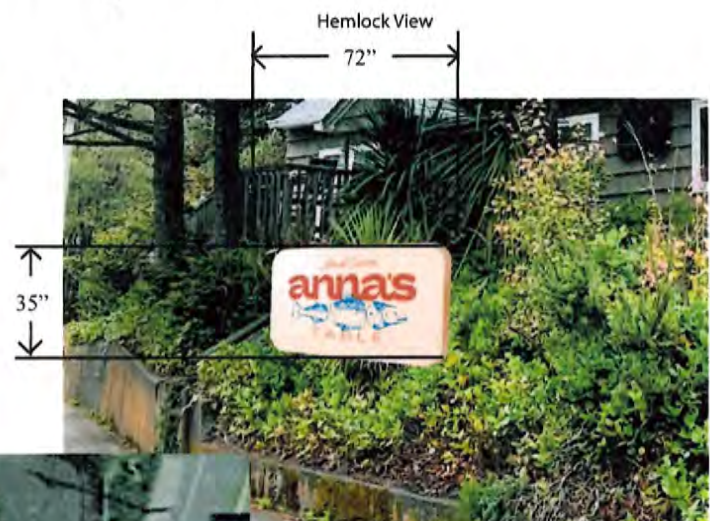
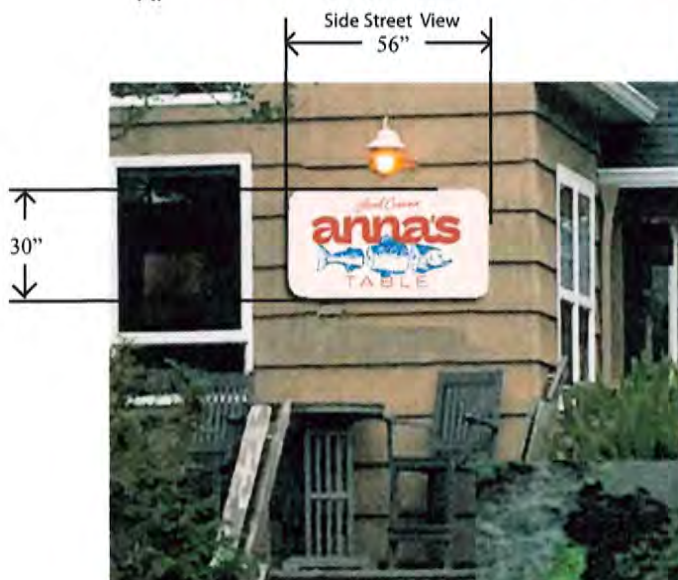
Verified By Code Enforcement: _____ Date: _____

A. The sign will be attached with 2" stainless steel screws to siding.

B. 4"x4" Cedar Wood Posts in the ground with 3"lag bolts attaching the sign.

A.

B.



Building SideSign Location

Exhibit C-2



CITY OF CANNON BEACH

DESIGN REVIEW BOARD APPLICATION

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

Applicant Name: Darwi Turner
 Mailing Address: PO Box 488
Cannon Beach, OR 97110
 Email Address: darwin@bmi.net
 Telephone: 503-440-7060

Property-Owner Name: John Nelson
 (if other than applicant)

Mailing Address: _____

Telephone: 541-604-5112Property Location: 188 S. Hemlock

(street address)

Map No.: _____ Tax Lot No.: _____

Project Description:

Sign installed in flower bed.

City of Cannon Beach
Finance Department

NOV 6 2023

Received

City of Cannon Beach
Finance Department

NOV - 6 2023

PAID

Please see the back of this sheet for Design Review submittal requirements for site analysis diagram, site development plan, landscape plan and architectural plans which must be included with this application.

Application Fees: Minor Modification: \$50
 Major Modification, partial review: \$200
 Major Modification, full review: \$600

Applicant Signature: Darwin J. Turner Date: 10/30/23

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.

For Staff Use Only:

Received on: _____ By: _____

Fee Paid: _____ Receipt No.: _____

(Last revised March 2021)

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

Exhibit C-2

City of Cannon Beach
 163 E Gower St | PO Box 368
 Cannon Beach, OR 97110
 (503) 436-1581
 cityhall@ci.cannonbeach.or.us

XBP Confirmation Number: 157925286

► Transaction detail for payment to City of Cannon Beach.		Date: 11/06/2023 - 3:07:15 PM MT	
Transaction Number: 207462027 Visa — XXXX-XXXX-XXXX-5948 Status: Successful			
Account #	Item	Quantity	Item Amount
Sign Perm 2 107 Su	Planning Fees Sign Perm 2 107 Su	1	\$100.00
DRB App 107 Sunset	Planning Fees DRB App 107 Sunset	1	\$50.00
Sign Perm 2 188 He	Planning Fees Sign Perm 2 188 He	1	\$100.00
DRB App 188 S Hem	Planning Fees DRB App 188 S Hem	1	\$50.00

TOTAL: \$300.00

Billing Information

Darwin Turner
 , 97110

Transaction taken by: Admin tpfundCaselle pfund

Exhibit C-3

Robert St. Clair

From: dldave13@gmail.com
Sent: Friday, November 17, 2023 2:23 PM
To: Robert St. Clair; Steve Sokolowski; Bruce St. Denis
Subject: RE: Signs Approved?

Gentlemen:

In contrast to what Robert indicates below, I would contend that if a submitted sign permit package contains a set of matching or coordinating signs and one of them is a freestanding sign, then that package needs to be reviewed and approved as a single entity by the Design Review Board. Splitting off the one freestanding sign as a separate review does not give a comprehensive view of what the applicant is asking for. And until that complete package has been reviewed and approved by the DRB, no part of it should be advertised as being "approved".

This will be a good topic for discussion at our next meeting on December 11, which is scheduled to include review the SP 23-07 and 23-08 sign submittals.

Dave Doering

From: Robert St. Clair <stclair@ci.cannon-beach.or.us>
Sent: Friday, November 17, 2023 11:32 AM
To: David Doering <dldave13@gmail.com>
Cc: Steve Sokolowski <sokolowski@ci.cannon-beach.or.us>
Subject: RE: Signs Approved?

The approved signage isn't pending DRB review, so I can't say that it is. The only approval from these permits is signage mounted to a building, which the board doesn't review. As stated earlier the permit clearly states that nothing requiring DRB review has been approved.

Hope this helps.



Robert St. Clair

PLanner

City of Cannon Beach

p: 503.436.8053 | tty: 503.436.8097 | f: 503.436.2050
a: 163 E. Gower St. | PO Box 368 | Cannon Beach, OR 97110
w: www.ci.cannon-beach.or.us | e: stclair@ci.cannon-beach.or.us

DISCLOSURE NOTICE: Messages to and from this email address may be subject to Oregon Public Records Law.

From: dldave13@gmail.com <dldave13@gmail.com>
Sent: Friday, November 17, 2023 11:27 AM
To: Robert St. Clair <stclair@ci.cannon-beach.or.us>
Subject: RE: Signs Approved?

Exhibit C-3

That's fine. It's the summary sheet that is misleading where it indicates "Approved with 14 day appeal period". Better wording would be "Partially approved" or "Approval pending DRB review".
<https://www.ci.cannon-beach.or.us/executive/page/public-notice>

From: Robert St. Clair <stclair@ci.cannon-beach.or.us>
Sent: Friday, November 17, 2023 11:18 AM
To: David Doering <dldave13@gmail.com>
Cc: Steve Sokolowski <sokolowski@ci.cannon-beach.or.us>
Subject: RE: Signs Approved?

The language on the permit states:

"The freestanding signage on this application requires review and approval by the Design Review Board prior to installation. An application has been submitted, file #DRB23-12, which will be heard by the Board during its December 2023 public meeting."

If you feel that to be misleading or vague, please provide me with suggested language for future use.

Thanks,

Robert



Robert St. Clair

Planner

City of Cannon Beach

p: 503.436.8053 | tty: 503.436.8097 | f: 503.436.2050
a: 163 E. Gower St. | PO Box 368 | Cannon Beach, OR 97110
w: www.ci.cannon-beach.or.us | e: stclair@ci.cannon-beach.or.us

DISCLOSURE NOTICE: Messages to and from this email address may be subject to Oregon Public Records Law.

From: dldave13@gmail.com <dldave13@gmail.com>
Sent: Friday, November 17, 2023 11:14 AM
To: Robert St. Clair <stclair@ci.cannon-beach.or.us>
Subject: RE: Signs Approved?

Perhaps the Public Notice page should say "partially approved" or "pending" then? Seems misleading as is.

From: Robert St. Clair <stclair@ci.cannon-beach.or.us>
Sent: Friday, November 17, 2023 8:09 AM
To: David Doering <dldave13@gmail.com>; Steve Sokolowski <sokolowski@ci.cannon-beach.or.us>
Subject: RE: Signs Approved?

Good Morning,

Exhibit C-3

The sign applications you referenced included both building mounted and free-standing signage. The permits approved the building mounted signs only and include a condition requiring DRB review of the free-standing signs. Those free-standing signs will be reviewed by the DRB next month.

Robert



Robert St. Clair

Planner

City of Cannon Beach

p: 503.436.8053 | tty: 503.436.8097 | f: 503.436.2050

a: 163 E. Gower St. | PO Box 368 | Cannon Beach, OR 97110

w: www.ci.cannon-beach.or.us | e: stclair@ci.cannon-beach.or.us

DISCLOSURE NOTICE: Messages to and from this email address may be subject to Oregon Public Records Law.

From: dldave13@gmail.com <dldave13@gmail.com>

Sent: Thursday, November 16, 2023 11:17 PM

To: Steve Sokolowski <sokolowski@ci.cannon-beach.or.us>; Robert St. Clair <stclair@ci.cannon-beach.or.us>

Subject: Signs Approved?

Looking at SP 23-07 and 23-08, which both include free-standing signs. The Memoranda for these permits says that the free-standing signs must be reviewed and approved by the DRB. I assume these are the two signs you mentioned at tonight's meeting, but the Public Notice listing on the web site says that both were already approved on 11/14. How is this correct?

Dave



Exhibit C-4

CANNON BEACH COMMUNITY DEVELOPMENT

163 E. GOWER ST.

PO Box 368

CANNON BEACH, OR 97110

MEMORANDUM

RE: Amendment to Approved Sign Permit

188 S. Hemlock

Permit # SP 23-08

December 4, 2023

Sign Permit 23-08 was issued to Darwin Turner of Cannon Beach Design Company, on behalf John Nelson of Anna's Table authorizing the placement of new signage at 188 S. Hemlock St. on November 14, 2023. The applicant submitted a revised application on November 30, 2023 and SP 23-08 has been amended to reflect the revised design.

The signage authorized by this permit is:

- One approximately 13.5 square foot sign mounted to the southern façade of the building. This sign will be constructed of wood and painted with a brown background, a blue and white logo, and beige lettering that will not exceed 11 inches. This sign will be placed where the Evoo restaurant signage is currently located.

The approved signage meets the criteria of Cannon Beach Municipal Code 17.56.030(J)(2), Regulations-Generally, Materials which states:

Signs shall be constructed of wood or have a wood exterior, be painted or etched on a window, or be part of an awning. Signs consisting of other materials must be approved by the Design Review Board.

The freestanding signage on this application requires review and approval by the Design Review Board prior to installation. An application has been submitted, file #DRB23-13, which will be heard by the Board during its December 2023 public meeting.

This permit may be appealed to the Planning Commission by filing an appeal with the City Manager within 14 days of the date of this decision.

Sincerely,

Robert St. Clair
Planner

Exhibit C-4

CITY OF CANNON BEACH SIGN PERMIT APPLICATION

SP 23-08
AMENDEND

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

Sign Permit #: _____

Applicant Name: Darwin Turner / Cannon Beach Design Co.Mailing Address: PO Box 488Email Address: darwin@cannonbeachdesignco.comTelephone: 503-440-7060Business Name: Anna's TableTelephone: 541-604-5112 John NelsonLocation Address: 188 S. Hemlock St.

Map No.: _____ ? Tax Lot No.: _____ ?

Sign Description *Replacing Previous Signs.*Is sign freestanding? ☒ Yes ☐ No *There is one sign on the south side on the building. One sign freestanding.*Is business part of a mall? Yes ☐ No ☒ How many businesses in mall? _____Lineal Feet of Business Frontage (see definition on reverse side): approx 50' Hemlock Side, 40' Side StreetLineal Feet of Site Frontage (see definition on reverse side): Approx. 100'

Proposed Sign Dimensions: **Attach scale drawing, showing all structural elements. If affixed to a building please include detailed information on how the sign will be attached.**

Total square feet of sign face area: 12' and 18' for Hemlock Sign Largest letter height: 7.5" - 11"Sign height from ground: approx 18"Colors: Beige, Rust and Navy BlueMaterials used in sign: 1 3/4" Cedar Wood Sign Panel or 3/4" MDO Wood Sign PanelLocation of sign on property: Side of building on the South and by street walkway entrance on Hemlock St.

Attach size and dimensions of all other signs located on building or property pertaining to this business.

Application Fees:**Base Sign Fee \$50****Building Permit \$68.88*****Freestanding Fee \$50**

* Minimum fee, may be higher

Applicant Signature:  Date: 10-30-23Property Owner Signature: John Nelson Date: 10-30-23

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.

Continue of Reverse Side

Exhibit C-4

Definitions:

“Business frontage” means the lineal frontage of a building or portion thereof devoted to a specific business and having an entrance open to the general public;

“Site frontage” means the length of the property line parallel to and along each public right-of-way;

This information can be made in alternative format as needed for persons with disabilities.

For Staff Use Only:

Maximum Amount of Signage Permitted: _____

Building Permit: Required Not Required

Date of Planning Department Review: 12/1/2023 By: Robert St. Clair

Permit Granted Permit Not Granted
Approved on: 12/4/2023 By: Robert St. Clair 

Fee Paid: _____ Receipt No.: _____

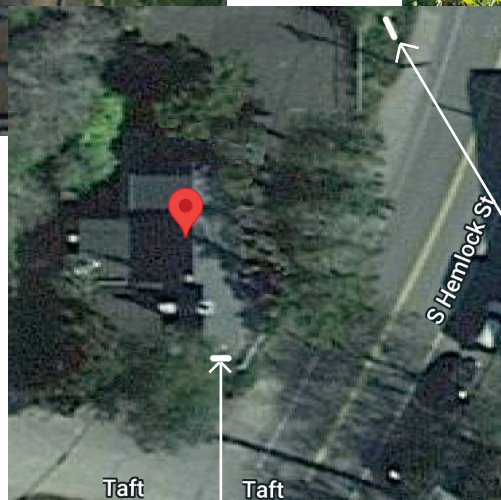
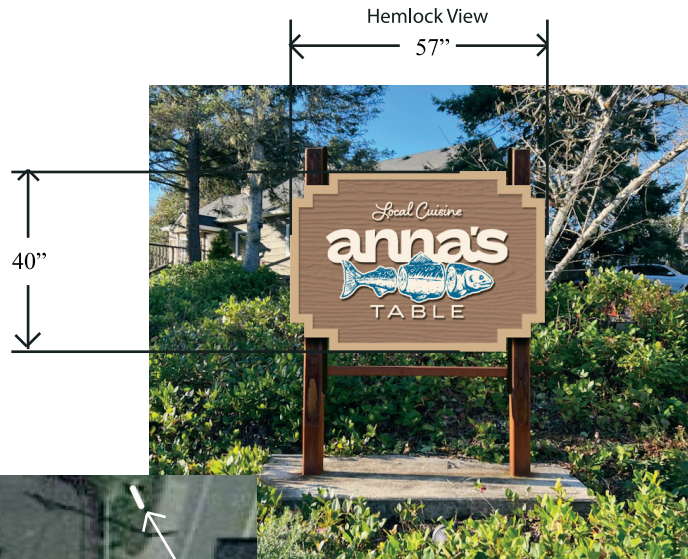
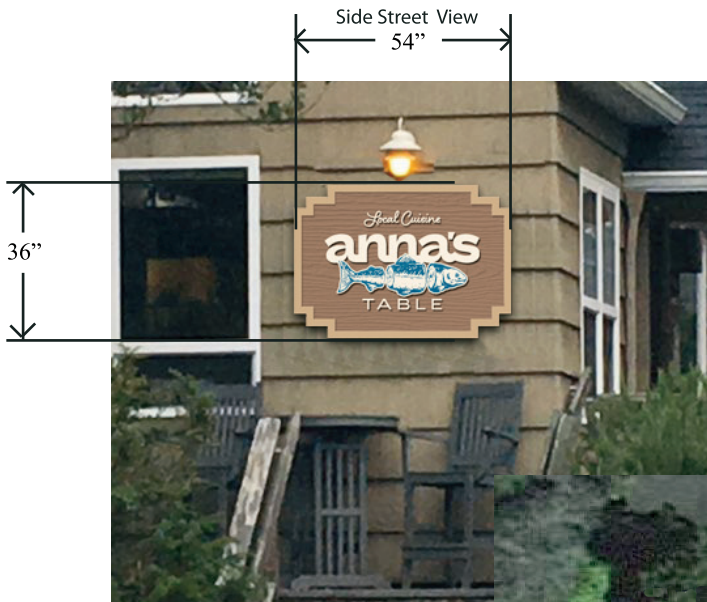
Verified By Code Enforcement: _____ Date: _____

A. The sign will be attached with 2" stainless steel screws to siding.

B. 4"x4" Existing Metal Posts in concrete with 1/2" lag bolts attaching the sign.

A.

B.



Freestanding Sign Location
Where Existing Sign Was

Building Side Sign Location



Exhibit C-4

CANNON BEACH COMMUNITY DEVELOPMENT

163 E. GOWER ST.

PO Box 368

CANNON BEACH, OR 97110

MEMORANDUM

RE: New Sign Permit

188 S. Hemlock

Permit # SP 23-08

November 14, 2023

Sign Permit 23-08 was issued to Darwin Turner of Cannon Beach Design Company, on behalf John Nelson of Anna's Table authorizing the placement of new signage at 188 S. Hemlock St. The signage authorized by this permit is:

- One approximately 11.7 square foot sign mounted to the southern façade of the building. This sign will be constructed of wood and painted with a beige background with blue and rust/orange lettering that will not exceed 11 inches. This sign will be placed where the Evoo restaurant signage is currently located.

The approved signage meets the criteria of Cannon Beach Municipal Code 17.56.030(J)(2), Regulations-Generally, Materials which states:

Signs shall be constructed of wood or have a wood exterior, be painted or etched on a window, or be part of an awning. Signs consisting of other materials must be approved by the Design Review Board.

The freestanding signage on this application requires review and approval by the Design Review Board prior to installation. An application has been submitted, file #DRB23-13, which will be heard by the Board during its December 2023 public meeting.

This permit may be appealed to the Planning Commission by filing an appeal with the City Manager within 14 days of the date of this decision.

Sincerely,

Robert St. Clair
Planner

Exhibit C-4

City of Cannon Beach
Finance Department

NOV 6 2023

Received

CITY OF CANNON BEACH
SIGN PERMIT APPLICATION

SP 23-08

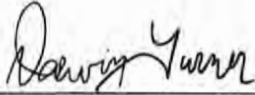
Please fill out this form completely. Please type or print.

Sign Permit #: SP 23-08Applicant Name: Darwin Turner / Cannon Beach Design Co.Mailing Address: PO Box 488Email Address: darwin@cannonbeachdesignco.comTelephone: 503-440-7060Business Name: Anna's TableTelephone: 541-604-5112 John NelsonLocation Address: 188 S. Hemlock St.Map No.: ? Tax Lot No.: ?**Sign Description** Replacing Previous Signs.Is sign freestanding? ☒ Yes ☐ No There is one sign on the south side on the building. One sign freestanding.Is business part of a mall? Yes ☐ No ☒ How many businesses in mall? Lineal Feet of Business Frontage (see definition on reverse side): approx 50' Hemlock Side, 40' Side StreetLineal Feet of Site Frontage (see definition on reverse side): Approx. 100'**Proposed Sign Dimensions:** Attach scale drawing, showing all structural elements. If affixed to a building please include detailed information on how the sign will be attached.Total square feet of sign face area: 12' and 18' for Hemlock Sign Largest letter height: 7.5" - 11"Sign height from ground: approx 18"Colors: Beige, Rust and Navy BlueMaterials used in sign: 1 3/4" Cedar Wood Sign Panel or 3/4" MDO Wood Sign PanelLocation of sign on property: Side of building on the South and by street walkway entrance on Hemlock St.

Attach size and dimensions of all other signs located on building or property pertaining to this business.

Application Fees:**Base Sign Fee \$50****Building Permit \$68.88*****Freestanding Fee \$50**

* Minimum fee, may be higher

Applicant Signature:  Date: 10-30-23Property Owner Signature: John Nelson Date: 10-30-23

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.

Continue of Reverse Side

NOV - 6 2023

Definitions:

PAID

"Business frontage" means the lineal frontage of a building or portion thereof devoted to a specific business and having an entrance open to the general public;

"Site frontage" means the length of the property line parallel to and along each public right-of-way;

This information can be made in alternative format as needed for persons with disabilities.

For Staff Use Only:

Maximum Amount of Signage Permitted: 36 Square feet

Building Permit: Required ☒ Not Required

Date of Planning Department Review: 11/14/2023 By: Robert St. Clair

☒ Permit Granted ☐ Permit Not Granted

Approved on: 11/14/2023 By: Robert St. Clair

Fee Paid: _____ Receipt No.: _____

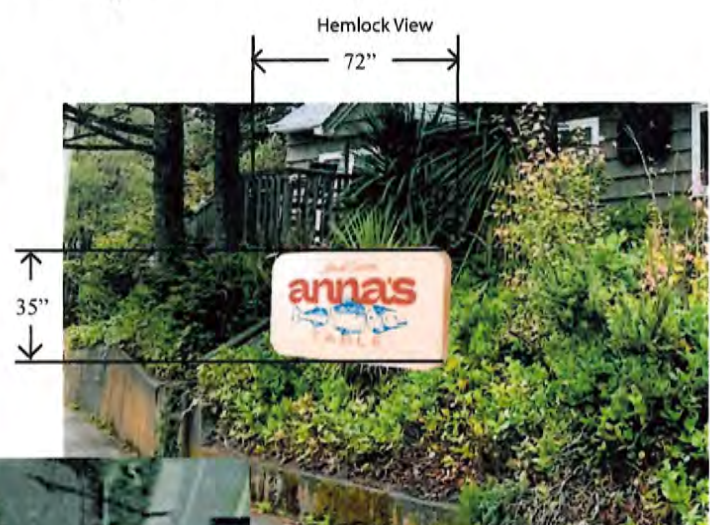
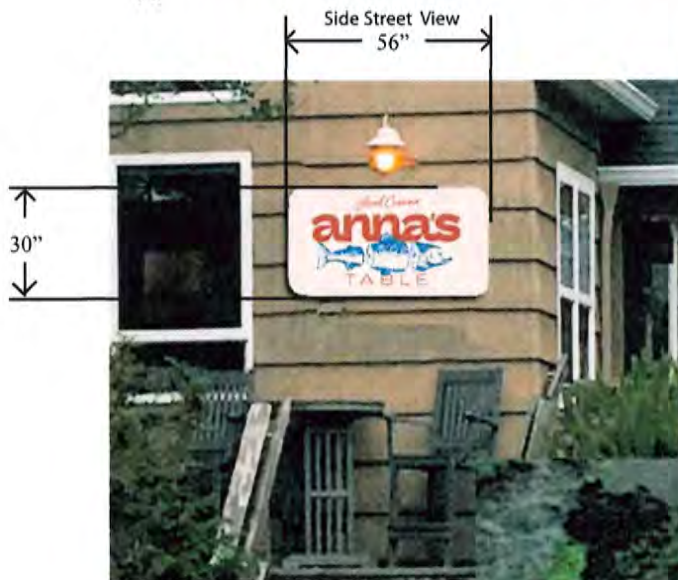
Verified By Code Enforcement: _____ Date: _____

A. The sign will be attached with 2" stainless steel screws to siding.

B. 4"x4" Cedar Wood Posts in the ground with 3"lag bolts attaching the sign.

A.

B.



Freestanding Sign Location

Building Side Sign Location

Exhibit C-4



CITY OF CANNON BEACH

DESIGN REVIEW BOARD APPLICATION

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

Applicant Name: Darwi Turner
 Mailing Address: PO Box 488
Cannon Beach, OR 97110
 Email Address: darwin@bmi.net
 Telephone: 503-440-7060

Property-Owner Name: John Nelson
 (if other than applicant)

Mailing Address: _____

Telephone: 541-604-5112Property Location: 188 S. Hemlock

(street address)

Map No.: _____ Tax Lot No.: _____

Project Description:

Sign installed in flower bed.

City of Cannon Beach
Finance Department

NOV 6 2023

Received

City of Cannon Beach
Finance Department

NOV - 6 2023

PAID

Please see the back of this sheet for Design Review submittal requirements for site analysis diagram, site development plan, landscape plan and architectural plans which must be included with this application.

Application Fees: Minor Modification: \$50
 Major Modification, partial review: \$200
 Major Modification, full review: \$600

Applicant Signature: Darwin J. Turner Date: 10/30/23

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.

For Staff Use Only:

Received on: _____ By: _____

Fee Paid: _____ Receipt No.: _____

(Last revised March 2021)

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

Exhibit C-4

City of Cannon Beach
 163 E Gower St | PO Box 368
 Cannon Beach, OR 97110
 (503) 436-1581
 cityhall@ci.cannonbeach.or.us

XBP Confirmation Number: 157925286

► Transaction detail for payment to City of Cannon Beach.		Date: 11/06/2023 - 3:07:15 PM MT	
Transaction Number: 207462027 Visa — XXXX-XXXX-XXXX-5948 Status: Successful			
Account #	Item	Quantity	Item Amount
Sign Perm 2 107 Su	Planning Fees Sign Perm 2 107 Su	1	\$100.00
DRB App 107 Sunset	Planning Fees DRB App 107 Sunset	1	\$50.00
Sign Perm 2 188 He	Planning Fees Sign Perm 2 188 He	1	\$100.00
DRB App 188 S Hem	Planning Fees DRB App 188 S Hem	1	\$50.00

TOTAL: \$300.00

Billing Information
 Darwin Turner
 , 97110

Transaction taken by: Admin tpfundCaselle pfund