

**City of Cannon Beach
Monthly Status Report**

To: Mayor and City Council
From: City Manager Bruce St. Denis
Date: February 6, 2024

Community Development Monthly Report, December 2023

Planning Commission: The Planning Commission meeting on December 19, 2023 was cancelled due to a lack of quorum and rescheduled for January 17, 2024

Design Review Board: The Design Review Board met on December 11, 2023 to consider the following items:

DRB 23-12, Non-Hearing Consideration of a Freestanding Signage Application, Darwin Turner on Behalf of House Of Orange Gallery-Ginger At 107 Sunset Blvd

DRB 23-13, Non-Hearing Consideration of a Freestanding Signage Application, Darwin Turner on Behalf of John Nelson At 188 S. Hemlock St

The Chair of the DRB, approved minor modifications for the following addresses:
None

Short-term Rentals December

Program	Number of permits
14-day permit	147
Lifetime Unlimited permit	43
5-year Unlimited permit	5
Total permits	195
New short-term rentals this month	1
Pending short-term rentals	2

Tree Report December

Date	Location	Hazard	Dead	Const.	Health other	Solar	Replant Req.
	None						

Other Planning/Building Matters:

- CD Staff continues to support and work with Urbswork on the Wetlands Amendments, the zoning code reorganization and code audit.
- CD Staff participated with CREST and regional planning partners for the Ecola Creek Design project.
- CD Staff participated with CREST and regional planning partners for Clatsop Regional Housing Task Force.
- CD Staff continues to participate in the Cannon Beach Elementary School, Police Station, and City Hall projects.
- CD Staff continues working with the attorney preparing for the Roberts and Burton LUBA appeals.
- CD staff attended a Coastal Planning Goals Workshop put on by Oregon Coastal Management Program.

Building Department Permit Fees: December 1-31, 2023

Building	Issued	Permit Fees	Value	Affordable Housing Tax Fund*
New SFR				
Addition	1	5,106.88	385,000.00	Pending
Alteration	1	1,153.72	35,000	
Repair	3	3,428.53	121,500.00	
Replacement	1	794.67	49,320.00	
Tenant Improvements				
Commercial	1	5,949.68	445,186.00	
Total	7	\$16,433.48	\$1,036,006.00	

*Affordable Housing Tax Collection is 1% of the value of the building permit and is distributed as follows:

Four percent as an administrative fee to recoup the expenses of the city. After deducting the administrative fee, Fifteen percent is distributed to the Housing and Community Services Department to fund home ownership programs that provide down payment assistance (paid to the state). Fifty percent to fund developer incentives allowed or offered and Thirty-five percent for programs and incentives of the city related to affordable housing. This eighty-five percent goes into the City's Affordable Housing Fund.

Affordable Housing Summary	Month to Date	Year to Date	Total to Date
Residential	\$0	\$10,355.04	\$332,786.29
Commercial	\$0	\$0	\$64,823.42
Total	\$0	\$10,355.04	\$397,609.71
Other Permits	Issued	Permit Fees	
Mechanical	8	\$1,779.72	
Plumbing	5	\$1,226.00	
Total	13	\$3,005.72	

Public Works Department Report – January

Parks:

- Tsunami sign at whale park
- Started trail signs washed
- Irrigation plan for main park
- Logan Street beach access widen slightly and brought up and re-chipped
- Doing storm clean up
- Joe Birch coming into town, all will be chipped up, lots of branches stuck in trees.
- Piles around town will be cleaned up.

Water:

- 2 Customer assistance leaks that were toilet tank flappers stuck open.
- 6 Customer shut offs, burst pipes due to freeze.
- 6 Customer shut offs and turn back on due to delinquent accounts.
- Water leak repaired at Filter Plant in Chlorine room.
- Cut pavement and repaired ¾ inch PE service line at 3507 W Chinook.
- Ash Station rain gutter damaged by large fallen tree limb.
- Valve turning exercise at reservoirs.
- New service line installed for 332 E Harrison.
- Educated customers on Eye on Water (Total: 848 signed up).
- Notified multiple users of water leaks and high use.
- Entered LTE data into Beacon and Caselle.
- Weather data collected and posted.

Wastewater:

- Received a final inspection on our Midway PS. Midway Pump Station building addition and generator installation completed.
- Continued construction on Siuslaw PS building and generator installation.
- Attended/completed flagger training.
- Storm cleanup and repair.
- Repair collapsed residential sewer service pipe. Contractor drilled through and installed cable in the center of 4" pipe.
- Replace several engine block heaters and a temperature sensor in our aux generators.
- Replace Gearbox oil in our MAG tank mixer.

Roads:

- Storm cleanup
- Installed 2 catch basins on east and west Jefferson Street.
- Rocked and regraded ocean St between W Jefferson and W Jackson.
- Cleaned the Gower St ramp twice outfalls and cleaned in front of storm pipes for better drainage
- We removed a log from the 2nd street tide gate.
- Picked up garbage cleaned off catch basins removed lots of trees and limbs that broke during the ice storm.

Emergency Management – January

- Wayfinding Wednesday –January 3rd
- Communication cable access in each cache
- EM budget development position for F/Y 24/25
- Host community gathering to discuss ORAM/DHS Resiliency Hub Grants
- Water treatment trailer modification for potable water registration - Started
- Cache site Gutter/Rain arrived, need to install
- CERT 2024 – planning group – increased volunteers
- CERT training started with 18 members
- Request to support Elsie/Juwel area due to their water contamination and damaged system
 - SPIRE 500-gallon Water Mobility Trailer (WMT) deployed to Hamlet
- SPIRE grant award and arrived for Fuel Trailer
 - Valued at \$22,000
- Moving the TANGO cache site possibilities for the Police Station build
- Coordinate with County EM – weather events
- Assist community with severe weather event for majority of January including -Ice Storm
- Activate EOC – monitoring level for severe weather event

Haystack Rock Awareness Program (HRAP) – January

- No Beach Contacts, currently off-season

- Our program will resume operation on the beach on Presidents Day Weekend. Hiring notices are posted and applications are being accepted via the City webpage
- Focuses for the upcoming season are volunteer recruitment and retention, an updated free beach wheelchair program

Public Safety Report – December 2023

Staffing:	Authorized	Assigned
Sworn	9	8
Code Enforcement	1	1
Admin/Support	2	2
Parking/Information	6	0
Lifeguards	10	0 (15 incl. fire personnel)

Station Activity:

	2023	2022
CBPD Walk-in	147	151
CBPD Incoming Phone	184	163
SPD Dispatched Calls	82	98
Overnight Camping Warnings	25	15
Local Security Checks	3049	3384
Parking Citations	0	1
Traffic Warnings	121	230
Traffic Citations	24	18
DUI Arrests	3	0
Alarm Responses	6	9
AOA, Including FD	26	33
Citizen Assists	5	11
Transient Contacts	3	4
<u>Total Case File Reports</u>	134	158

Cases of Significance:

Suspicious Circumstance	8 Cases	Out of Compliance Sex Registration:	1 Case
Crim Mis II:	1 Case	Unlawful Entry into Motor Vehicle:	2 Cases
Elude:	1 Case	Burglary II:	1 Case
Criminal Mischief III:	1 Case	Menacing:	1 Case
DUI:	3 Cases	Welfare Check:	1 Case

UUMV:	1 Case	Curfew Violation:	1 Case
Theft of services:	1 Case	Missing Person:	1 Case
Burglary I:	2 Cases	Endangering the Welfare of a Minor:	1 Case

Traffic Citations:

Driving with Suspended License:	3 Citations	Breath Refusal:	2 Citations
Fail to Register Vehicle:	1 Citation	Throwing Burning Material from Veh.:	1 Citation
No Insurance:	1 Citation	No Proof of Insurance:	1 Citation
Reckless Driving:	2 Citations	Smoking in Veh. w/ Child Present:	1 Citation
DUII: (0.09%, Refusal, Blood Draw)	3 Citations	Fail to Use Seatbelt:	1 Citation
Illegal U-turn:	1 Citation	Fail to Maintain Lane	2 Citations
Violation of Basic Rule/Speeding:	5 Citations (70/55, 77/55, 79/55, 70/50, 75/55)		

Code Enforcement Activities: During this period, **11** municipal code violations were addressed and resolved or pending resolution.