



CLATSOP COUNTY

BOARD OF COMMISSIONERS AGENDA

WORK SESSION

VIRTUAL MEETING

Wednesday, May 18, 2022

BOARD OF COMMISSIONERS:

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JOIN THE BOARD OF COMMISSIONERS VIRTUAL MEETINGS

Clatsop County Board of Commissioners host virtual meetings on Zoom

The Board remains committed to broad community engagement and transparency of government. To provide an opportunity for public testimony, the Board will host virtual meetings on Zoom.

[Join the meeting from your computer, tablet or smartphone.](#)

You can also dial in using your phone.

1-253-215-8782

Meeting ID: 503 325 1000

Passcode: 384761

WORK SESSION: 10:00 AM

Work Sessions are an opportunity for Board members to discuss issues informally with staff and invited guests. The Board encourages members of the public to attend Work Sessions and listen to the discussion, but there is generally no opportunity for public comment. Members of the public wishing to address the Board are welcome to do so during the Board's regularly scheduled meetings held twice monthly.

TOPICS:

1. County Manager Update
- [2. Draft Amendments to Board Rules {Page 3}](#)
- [3. Amendment 1 \(DRAFT\) to the Strategic Plan {Page 40}](#)
- [4. Short-Term Rental Data Report {Page 60}](#)

ADJOURNMENT

As necessary Executive Session will be held in accordance with but not limited to: ORS 192.660 (2)(d) Labor Negotiations; ORS 192.660 (2)(e) Property Transactions; ORS 192.660 (2)(f) Records exempt from public inspection; ORS 192.660 (2)(h) Legal Counsel

Agenda packets also available online at www.co.clatsop.or.us

This meeting is accessible to persons with disabilities or wish to attend but do not have computer access or cell phone access. Please call 325-1000 if you require special accommodations at least 48 hours prior to the meeting in order to participate.

Board of Commissioners Clatsop County

WORK SESSION AGENDA ITEM SUMMARY

May 11, 2022

Topic: Draft Amendments to Board Rules
Presented By: Don Bohn, County Manager

Informational Summary:

The 2021-22 Board Strategic Plan includes an update of Board Rules as a task under the Governance Focus Area. Staff has reviewed the rules and offers the following as a starting point for further discussion.

The attached draft includes:

1. Add a Preamble – broadly describing the relationship, role and expectation of the Board of Commissioners in relation to the public, staff and each other.
2. Update Board meeting methods (hybrid and virtual) and processes.
3. Update to clarify Roberts Rules of Order is a guide for Board meetings. Designate County Counsel as the resource to the Board of Commissioners related to meeting protocols.
4. Other updates and clarifications based on best practices and administrative efficiency.

Attachment List

- A. Draft Amendments to Board Rules

Clatsop County
Board of County Commissioners



Rules

Revised ~~July 2015~~ May 2022

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Introduction

Clatsop County Charter Section 5. Meetings A. states “The Board shall adopt rules governing its meetings.” These rules govern the board’s meetings and a number of operational issues that are necessary for the county board to oversee the county. ~~The rules were developed by reviewing the board policies and incorporating the board policies into the rules so that each board policy was addressed. Many of the board policies specifically contract review, specific committee rules, and department structure are to be incorporated into an administration of the county ordinance which will be included in the revised county code of regulations.~~

These rules start with general policy statements patterned on the board training developed by John and Miriam Carver. The general policy statements serve as direction and reminders for the board. They are also a reference point for the rules since the rules shall be consistent with and support the general policy statements. The general policy statements are to be reviewed each year.

The rules are designed to be adopted by resolution of the board. The rules are to be reviewed and updated ~~a minimum of every other year after the election process in odd numbered years~~ regularly. The rules are intended to guide the board processes, but when necessary the board should deviate from the rules if the county is better served through the process.

PREAMBLE

In our representative form of democracy, citizens are the owners of the County's assets—collectively known as the public commonwealth.

Members of the Clatsop County Board of Commissioners are elected to be trustees of the commonwealth. The Board makes decisions about how the assets will be managed. The Board is the ultimate authority on what objectives the County will pursue (e.g., what services it will offer, to whom, with what funding) and how it will conduct business. It delegates authority to pursue those objectives to the County Manager, staff, and committees, once it agrees that the objectives are specific and clear enough that any actions taken by its delegates to achieve the objectives are likely to be acceptable.

Citizens have expectations about how their elected representatives will behave while performing the governing functions. They expect them to:

- Be polite and respectful
- Become aware of opportunities and challenges related to the governance and management of the commonwealth
- Work cooperatively to make optimal decisions that consider the interests of current and future owners.

In carrying out their work, Board members:

- Serve collectively as the link between the public and the staff employed to manage the commonwealth.
- Speak with authority about how the commonwealth will be governed or managed only when they speak as a Board, using the voting procedures they have adopted. In general, those procedures require the members to:
 - Listen to everybody
 - Establish facts
 - Work toward agreement. Ultimately, agreement means either:
 - Unanimity: members agree on the optimal decision
 - Consensus: some members believe a different course would be preferable, and express their reasons, but in the interest of creating a clear message about a need for action through a unanimous Board decision, agree to support an action.
 - Majority: some members cannot support the majority decision, and express their reasons, but agree that (1) the majority decision was arrived through a legitimate process following Board rules, and (2) the County will follow the adopted decision.
- Deserve respect from the public and one another as duly elected representatives. They will operate with respect, monitor their performance, and take steps to maintain that respect.

GOVERNANCE PROCESS

Policy 1. GLOBAL GOVERNANCE PROCESS The purpose of the Board, on behalf of the residents and visitors of Clatsop County is to see to it that Clatsop County, Oregon (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations. ~~(as prohibited in County Manager Limitations policies).~~

Policy 2. GOVERNING STYLE The Board will govern lawfully, with an emphasis on: (a) outward vision rather than an internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of Board and County Manager roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactivity rather than reactivity.

Policy 3. BOARD JOB DESCRIPTION Specific job outputs of the Board, as an informed agent of the residents and visitors, are those that ensure appropriate organizational performance.

Policy 4. AGENDA PLANNING To accomplish its job products with a governance style consistent with Board policies, the Board will follow an ~~annual~~ agenda that (a) completes a re-exploration of these policies ~~annually~~ regularly and (b) ~~continually~~ improves Board performance through Board education and enriched input and deliberation.

Policy 5. BOARD CHAIR'S ROLE The Board Chair, a specially empowered member of the Board, assures the integrity of the Board's process and, secondarily, occasionally represents the Board to outside parties.

Policy 6. BOARD MEMBERS' CODE OF CONDUCT The Board commits itself and its members to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as Board members.

Policy 7. BOARD COMMITTEE PRINCIPLES Board committees, when used, will be assigned so as to reinforce the wholeness of the Board's job and so as never to interfere with delegation from the Board to the County Manager.

Policy 8. COST OF GOVERNANCE The Board will invest in its governance capacity.

BOARD-MANAGEMENT DELEGATION

Policy 1. GLOBAL BOARD-MANAGEMENT DELEGATION The Board's sole official connection to the operational organization, its achievements and conduct will be through a County Manager as provided for in the County Home Rule Charter.

Policy 2. UNITY OF CONTROL Only officially passed motions of the Board are binding on the County Manager.

Policy 3. ACCOUNTABILITY OF THE COUNTY MANAGER The County Manager is the Board's only link to operational achievement and conduct, so that all authority and accountability of staff, as far as the Board is concerned, is considered the authority and accountability of the County Manager.

Policy 4. DELEGATION TO THE COUNTY MANAGER The Board will instruct the County Manager through written policies that prescribe the organizational ends to be achieved, and proscribe organizational situations and actions to be avoided, allowing the County Manager to use any reasonable interpretation of these policies.

Policy 5. MONITORING COUNTY MANAGER PERFORMANCE Systematic and rigorous monitoring of County Manager job performance will be solely against the only expected County Manager outputs: organizational accomplishment of Board policies ~~or~~ ~~Ends~~ and organizational operation within the boundaries established in Board policies and ~~Executive-County Manager Limitations~~ Expectations.

COUNTY MANAGER ~~LIMITATIONS~~ EXPECTATIONS

Policy 1. GLOBAL EXECUTIVE CONSTRAINT The County Manager shall not cause or allow any organizational practice, activity, decision, or circumstance that is either unlawful, imprudent, or in violation of commonly accepted business and professional ethics and practices.

Policy 2. TREATMENT OF THE POPULACE With respect to interactions with people, the County Manager shall not cause or allow conditions, procedures, or decisions that are unsafe, untimely, undignified, or unnecessarily intrusive.

Policy 3. TREATMENT OF STAFF With respect to the treatment of paid and volunteer staff, the County Manager shall not cause or allow conditions that are unfair, undignified, disorganized, or unclear.

Policy 4. FINANCIAL PLANNING/BUDGETING The County Manager shall not cause or allow financial planning for any fiscal year or the remaining part of any fiscal year to deviate from the Board's adopted budget, risk financial jeopardy, or fail to be derived from the long range financial plan.

Policy 5. FINANCIAL CONDITION AND ACTIVITIES With respect to the actual, ongoing financial condition and activities, the County Manager shall not cause or allow the development of financial jeopardy or deviation of actual expenditures from the Board's priorities.

Policy 6. EMERGENCY COUNTY MANAGER SUCCESSION In order to protect the Board from sudden loss of County Manager services, the County Manager shall not permit there to be fewer than two other executives sufficiently familiar with Board and County Manager issues and processes to enable either to take over with reasonable proficiency as an interim or successor.

Policy 7. ASSET PROTECTION The County Manager shall not cause or allow corporate assets to be unprotected, inadequately maintained, or unnecessarily risked.

Policy 8. COMPENSATION AND BENEFITS With respect to employment, compensation, and benefits to employees, consultants, contract workers, and volunteers, the County Manager shall not cause or allow jeopardy to financial integrity.

Policy 9. COMMUNICATION AND SUPPORT TO THE BOARD The County Manager shall not cause or allow the Board to be uninformed or unsupported in its work.

ENDS POLICIES OVERVIEW

The Ends Policies according to Carver “refers to the effects an organization seeks to have on the world outside itself.” ...”The concept embraces the impact, difference, change, benefit, or outcome to be obtained in the lives of consumers or consumer-like populations. Let’s call this *results*.

The identity, description, or characteristics of the consumers or populations to receive the results would be the *recipients*.

The monetary expense, relative worth, or relative priority of a result or set of results, or the comparative priority of certain recipients rather than others getting the results would be the *cost*. Keep in mind that *cost can mean cost in other results forgone*, not just cost in monetary terms.”

These will require board to focus and guide the county through the development and in subsequent years the review of the strategic plan.

- John and Miriam Carver, Reinventing Your board – a Step by Step Guide to Implementing Policy Governance, John Wiley and Sons, Inc. 2006, P. 151-2

Clatsop County Board Rules

SECTION 1 – AUTHORITY

Rule 1.1 Authority of Rules

Section 5.A. of the county charter provides that the board will adopt board rules by resolution to govern its meetings and proceedings. These rules will decide questions and give direction on debating, voting, membership, attendance agendas, and other matters. The rules are intended to serve as a guide for the board. These rules provide the basic outline required to work together. The board may need to vary from these rules from time to time to best serve the public interest.

Rule 1.2 Board Authority

All questions regarding these rules will be resolved by a majority vote of the board.

Rule 1.3 Limited Public Forum

The meetings of the board, including regular meetings special meetings, work sessions and emergency meetings are open to the public in accordance with the Oregon Public Meetings Law (ORS 192.610 to 192.69). The meetings are considered a limited public forum at which board business is conducted in accordance with the agenda and rules of the board. The board chair, as the presiding officer, along with the board has the authority to require discussions at meetings to be addressed to the items under discussion. The board has the right to require persons attending the meeting, addressing the board or participating in the meeting to conform to the rules of the board and direction of the board chair or the presiding officer.

Rule 1.4 Presentation to Board Members

The rules will be presented to all board members before the time they take the oath of office. Each appointed or elected board member will acknowledge in writing that the member has received and reviewed a copy of these board rules within 30 days of receiving the rules. The clerk of the board will furnish a form of acknowledgement to the member and retain the signed copy.

SECTION 2 – GENERAL RULES

Rule 2.1 Open Meetings

All board meetings will be held in accordance with the Oregon Public Meetings Law (OPML). All final action by the board will take place at board meetings that are open to the public.

Rule 2.2 Quorum

Section 6. A. of the county charter provides that a majority of the board members is a quorum to conduct business, but a smaller number may meet and compel attendance of the absent members.

Rule 2.3 Compelling Attendance

When a quorum is not present at the time set for a meeting or when a quorum has been present and a meeting has commenced, but a quorum is no longer present, a board member may move for a call of the house. The motion will be put in the following form: "I move for a call of the house." That motion will take precedence over all other business. The motion need not be seconded, but it is subject to discussion. At least two board members present must concur for call of the house motion to pass. If the motion is passed, then all unexcused absent board members will be requested to attend or return to the meeting. The county manager will provide the administrative staff assistance necessary to compel attendance of the unexcused absent board members at the meeting. The board chair is authorized to recess the meeting to a time certain while attendance is being compelled.

Rule 2.4 Vacant Positions as Relates to Quorum

If a board position is vacant, that vacant office will be counted in determining the majority of the board members that is necessary for a quorum to conduct business.

Rule 2.5 Vote Required

Section 6.B. of the county charter provides that expressed approval of a majority of the quorum of the board is necessary for any board decision except when the charter or board rules requires approval by concurrence of a majority of the entire membership of the board.

Rule 2.6 Entire membership

The entire membership of the board is comprised of five (5) board members. The absence from a particular meeting does not affect the required number of board members to constitute the majority of the entire membership. If a board position is vacant, that position will be considered when determining the entire membership of the board. This interpretation is applicable to any time the concurrence of the majority of the entire membership of the board is required for a board decision. Concurrence of the majority of three (3) members of the board is required for the passage of an ordinance.

Rule 2.7 Rules of Order

A. "Roberts Rules of Order, Newly revised, Tenth Edition' or the latest editions published thereafter hereafter referred to as "Robert's Rules of Order" will ~~govern~~ provide guidance for all of board proceedings. ~~unless they conflict with these rules.~~ The board chair will have the authority to appoint a parliamentarian for the board. If there is not a person appointed as parliamentarian or that person is absent, county counsel will advise the board chair concerning parliamentarian matters. County Counsel will advise the board chair on meeting protocols.

~~A.~~

Rule 2.8 Suspension of Rules

The vote to suspend board rules ~~including Robert's Rules of Order,~~ requires a majority vote of those members of the board who are present. If the motion is approved, the rules will be suspended for that item only.

Rule 2.9 Records of Proceedings

The clerk of the board will attend all meetings, unless excused, and keep an accurate record of the proceedings of the board meetings. The county manager will appoint and supervise the clerk of the board. The county manager may appoint such deputy clerks as needed. The records of the proceedings are to be known as 'minutes.' The minutes will be kept in accordance with the Oregon Public Records and Meetings Law (OPML).

SECTION 3 – BOARD MEMBERS

Rule 3.1 Board Defined

Section 1 A. of the county charter states that the board consists of five board members elected from districts and by the electorate from the districts.

Rule 3.2 Qualifications to Hold Office

Section 1. B. and C. of the county charter provides qualifications for eligibility of elective office to the board. The county charter provides that no person will be eligible to fill the elective office of the board unless that person at the time of the election is a qualified voter and has resided in the district for twelve (12) months immediately preceding the election or appointment. Furthermore, it is a requirement that the person once elected to the board must continue to meet the qualifications for the office during the term.

Rule 3.3 Attendance

It is the duty of each board member to attend all meetings of the board. Section 3. A. (6) of the county charter provides that an office will be deemed vacant upon the absence from three (3) consecutive meetings of the board without board consent. The consent of the board for such an absence must be in writing and obtained prior to such absence, if possible. Consent will be given for good cause. The board has the authority to make the final decision concerning good cause.

Rule 3.4 Excused Absence

When a board member cannot attend a meeting, the member will notify the board chair or county manager prior to the meeting. The board chair or presiding officer will determine if the absence is considered 'excused' or 'unexcused'. If the absence is for good cause and there are no objections from other board members who are present, the clerk will note the absence in the minutes as excused. If the board upon an affirmative vote of the majority of the board, determine the absence if not for good cause, the clerk will record the absence in the minutes as unexcused. There will be a presumption that the absence is unexcused if there is not notification of the absence prior to the meeting. The board will make the final decision on whether or not an absence is excused or unexcused.

Rule 3.5 Explanation of Unexcused Absence

If any member has two (2) consecutive unexcused absences from meetings or subcommittee meetings of the board, the board may request an explanation at a meeting of the board.

Rule 3.6 Filling Vacancies

Section 3. of the county charter provides that vacancies of elected offices of the county will be filled by appointment by a majority of the remaining board members. The appointee's term of office shall be from the date of appointment until the expiration of the term of office of the last person elected to that office. When such vacancies occur, the board will follow the procedure set out for filling that specific vacancy as established in the County Charter Section 3 Vacancies (B). In the event that three or more elected offices become vacant, the vacancies shall be filled consistent with ORS 236.225 (2).

Rule 3.7 Board Memberships and Liaison Role of Board

A. External to County Board Membership

Board members serve on boards, commissions, and committees that are not a part of the county organization. These external boards are identified in Exhibit 1.

1. Board Member Assignment

The board chair shall assign membership to regional boards during the first month of the year following the general election. The assignments shall be based on input from board members and the board chair shall attempt to assign board members to regional boards that they have an interest in and desire to serve and such other appointments as the Board shall decide. If there are conflicts the board chair's decision shall be final.

2. Board Member Participation

The board member shall participate on the behalf of the full board membership and shall make decisions as the serving board member determines. If a board member believes a decision is inconsistent with the majority of the board, the board member may delay the decision until the full board can consider the question and provide advice, abstain from the decision, or make the decision and explain to the board the direction at an ensuing meeting of the board.

3. Board Member Reports

Board members shall ~~report~~ provide updates to the full board ~~on regarding their participation matters of significance in the regional board at the board meetings~~ board work session and/or regular meeting. The clerk of the board shall be provided minutes of the meeting and shall distribute the minutes to the full board for review.

B. Liaison Membership

The county code provides that board members will serve as liaison board members on local boards and commissions. The internal county boards and commissions are identified in Exhibit 1.

1. Board Member Assignment

The board chair shall assign board liaison membership to local boards and commissions during the first month of the year following the general election. The assignments shall be based on input from board members and the board chair shall attempt to assign board members to boards and commissions that have an interest and desire to serve. If there are conflicts the board chair's decision shall be final.

2. Board Member Participation

The board member serving in a liaison capacity shall not be voting members of the board or commission and shall attend as needed to provide support, advice and input to the board or commission on issues that may be of interest. The board member may represent what is understood to be the board's position on items of interest to the local board or commission and provide other advice as requested.

3. Board Member Reports

Board members shall provide updates~~report~~ to the full board regarding matters of significance~~on their participation in the local board or commission~~ at the board work session and/or regular meetings. ~~The clerk of the board shall be provided minutes of meetings and shall distribute the minutes to the full board for review.~~

SECTION 4 – BOARD MEETINGS

Rule 4.1 Regular Meetings

Section 5. of the county charter provides that the board must generally meet at least twice each month at a time and place designated by the board. At least one of the meetings shall be convened after 5:00 p.m. The board designates through these rules two regular meetings of the board, which will be held on the second and fourth Wednesday of each month at a time determined by the board, except on holidays in which event the board will meet on the next ensuing business day. The board may establish an alternative board meeting schedule during the months of November and December to accommodate the holiday schedule.

Rule 4.2 Notice of Meeting

The notice of the regular meeting of the board, including the agenda that lists items to be considered by the board, will be given in accordance with ORS 192.640. However, the notice does not limit the items that can be considered by the board nor prevent the board from discussing any item brought before the board in accordance with ORS 192.610 to 192.690.

Rule 4.3 Meeting Format~~Meeting Times and Places~~

Regular board meetings and work sessions may take place in one of two manners:

1. Hybrid- the meeting will take place in the Guy Boyington Building at 6:00 p.m. on the second and fourth Wednesday of each month unless otherwise scheduled by the board and accessible virtually for viewing, listening and/or participation by board members, staff, public and other interested parties. Any change in the location or time of the regular meetings and work sessions shall be noted in the notice of the meeting.
- 1.2. Virtual – the meeting will take place electronically via a meeting platform (i.e. Zoom) for viewing, listening and/or participation by board members, staff, public and other interested parties.

Rule 4.4 Special Meetings

Special meetings may be called at any time upon the board chair's request or the request of three (3) members of the board. All meetings of the board will be called, noticed, and held in accordance with the county charter, county code, rules of the board, and ORS 192.610 to 192.690.

Rule 4.5 Special Meetings ~~and limited~~ Limited Purpose

Notice of a special meeting will designate the time and place as well as the business to be considered. Only business as set forth in the notice will be considered by the board, unless an actual emergency occurs in which case notice will be given in accordance with ORS 192.640 (3). The rules of procedure for special meetings will be the same as those provided for general meetings of the board insofar as such rules are applicable. The agenda to be followed at the special meeting will generally be the agenda format set forth in SECTION 5 of the Board Rules.

Rule 4.6 Emergency Meetings

The board chair or a majority of the board members may call an emergency meeting. An emergency meeting of the board may be called with less than 24 hours' notice provided an actual emergency exists. The meeting will be convened and notice will be provided pursuant to ORS 192.640 (3). Attempts will be made to contact the media to provide notice of the emergency meeting. The board once convened shall have sole discretion to determine if an emergency exists.

Rule 4.7 Executive Session Meetings

The board may meet in executive session in accordance with ORS 192.660. Items discussed in executive session will be exempt from public disclosure pursuant to ORS 192.660-.

Board members will not disclose items discussed in executive session. The county manager and county counsel will attend all executive sessions, unless they are excluded by the board or are required to be excused. County staff persons as allowed by the board may attend. Other persons authorized by ORS 192.660 may attend. The board by rule may define "news media representative" within the meaning of the statute ORS 192.660 that are allowed to attend executive sessions. All final actions or decisions must be made in public session.

Rule 4.8 Information Not To Be Disclosed

All information discussed or considered in executive sessions of the board shall be undisclosed, unless otherwise authorized by the board. This policy extends to all statements made in executive sessions, to all documents considered, and all other information presented or considered regardless of the format, in executive sessions of the board. To the extent this policy may be inconsistent with Oregon Public Meeting Law, the law (ORS 192.610-192.690) shall control. This policy shall apply regardless whether persons attending any particular executive session are reminded of the policy. The board, in its sole discretion, may make exceptions to this policy if it is in the public interest to do so, and if a majority of the members vote in accordance with ORS 192.610 (1).

Rule 4.9 Adjourned and Recessed Meeting

The board may adjourn or recess any meeting to a later date and time by a majority vote of the board members present. At least 24 hours' notice will be provided. The notice will state the date and time of the adjourned or recessed meeting.

Rule 4.10 Cancellation of Meeting

A majority of the board members ~~present~~ may ~~vote-agree~~ to cancel a meeting when deemed appropriate. If there is no business to transact or a quorum of the board cannot attend and there is no urgent necessity to have a meeting, the board chair may cancel the meeting. Board members will be notified of the cancellation prior to notice being provided to the public. Notice of cancellation will be given as soon as possible to the public.

SECTION 5 – AGENDAS AND ADDITIONAL ITEMS FOR CONSIDERATION

Rule 5.1 Preparation of the Agenda

The county manager with the advice and consent of the board chair will prepare the agenda along with the documentation for board meetings. Any member of the board may request, through the county manager or board chair, that an item be placed on the agenda. If there is no item to be considered under a section of the agenda, that section will be omitted from the agenda and the agenda will be renumbered accordingly. The final authority regarding consideration of items on the agenda is the board.

Rule 5.2 Non-agendized Items

Prior to the meeting, the county manager may send out additions to the agenda with the appropriate documentation. The board may consider the items that are not listed on the published agenda. The board must, by a majority, place the item on the agenda which can be accomplished through approval of the agenda or by separate motion on the specific item. Action may then be taken on the item.

Rule 5.3 Time for Submission of Items

Items for the board agenda will be submitted in time to allow for sufficient research by staff and recommendations from advisory boards, commissions or committees.

Rule 5.4 Reports by Staff

The board will receive a written report from the staff or supporting documentation and information on each item to be considered by the board at least six (6) days prior to the board meeting.

Rule 5.5 Additional Items

After consulting with the board chair, the county manager may, not later than forty-eight (48) hours prior to the meeting, send out additions to the agenda documentation and information. With prior notice to the board and under circumstances that cannot be avoided, the county manager may submit additional documentation at the board meeting. Any board member may request and will be granted adequate time to review the documentation or delay deliberation concerning the item.

Rule 5.6 Public Comments

The chair has the discretion in allowing comment during Business from the Public or allowing comment under the business agenda item. People wishing to speak during business from the public in-person must fill out and sign a public comment sign-in card and present it to the clerk of the board. People wishing to speak during business from the public virtually must email or call the clerk of the board by 3:00 p.m. the day of the Board meeting. Comments by an individual under business from the public will be limited to ~~two~~three (23) minutes unless extended by the board chair or approved by a majority of the board. The maximum time allowed for public comments, including all speakers is thirty (30) minutes, however, this time may be changed by majority vote of the board. Speakers may address the board for less than the allotted time. Speakers who wish the board to consider written material are encouraged to submit information in writing at least ~~ten~~7 (710) days prior to the board meeting. In the case of public hearings or items on the board agenda for action, the submission of written material for consideration or inclusion in the record may be subject to stricter time limits established by the board and publicized by the county. Speakers may also submit information at the meeting, however, it may not be considered by the board subject to the board's discretion.

Rule 5.7 Consent Calendar

The county manager with approval of the board chair will place items previously reviewed or routine in nature on the consent calendar. Items may be removed from the consent calendar by the board chair or at the request of a board member. Ordinances will not be placed on the consent calendar. Public comments will be held prior to the approval of the consent calendar to allow the public to address items to be considered under the consent calendar.

Rule 5.8 Agenda Availability

Board agendas and the accompanying documents are available at the county manager's office and are posted on the county's website normally six (6) days prior to the board meeting. Interested persons are encouraged to read the agenda along with supporting material, and address questions to the board chair, board, or county staff prior to the meeting. The board chair and board value public input. In order to efficiently conduct county business those who have concerns are encouraged to address these issues prior to the board meeting.

Rule 5.9 Work Session Meeting Agenda

The board may hold work sessions as needed. The work session will be attended by the county manager, the county counsel, the board chair and board. Other department heads will be expected to attend if requested by the county manager. The work session is intended for discussion and no decisions or actions will be taken on the items. Work sessions are open to the public and the public is welcome to attend. Public input will not be taken except with specific permission of the board chair or a majority of the board. Minutes of the work session will be taken by the clerk of the board. The agenda may be altered by the board chair or by a majority of the board in attendance.

Rule 5.10 Business Meeting Agenda

The board may hold its regular business meetings at the time, ~~and~~ place and manner as specified in these rules. The business meetings are open to the public and the public is welcome to attend. Public input will be taken as provided for in these rules. Minutes of the board will be taken by the clerk of the board. The agenda may be altered by the board chair or by a majority of the board in attendance pursuant to these rules. Regular business meetings occur on the 2nd and 4th Wednesday of the month at 6:00 p.m.

Rule 5.11 Joint Meeting or Community Forum Meeting Agendas

The board may hold joint meetings or community forums with other governmental entities or with the county's board, commissions, or committees or other governmental entities or an open forum to conduct business and to discuss issues, relationships, strategic plans or issues. The purpose of the community forum would be to listen and communicate. These meetings are open to the public and the public is welcome to attend. Public input will be taken as determined by the board chair or a majority of the board members. ~~Minutes of the joint meeting or community forum will be taken by the clerk of the board or as designated by the county manager.~~

SECTION 6 – BOARD CHAIR

Rule 6.1 Board Chair

Section 4 of the county charter provides that the board chair will preside and facilitate all board meetings, preserve order, enforce the board rules, and determine the order of business pursuant to board rules. Pursuant to section 4.B. of the county charter at the first meeting in January, annually, the board will elect a chair from the board. The board chair is a voting member of the board and has no veto authority. The board chair, with the consent of the board, will appoint members of boards, commissions, and committees established by ordinance or resolution. The board chair will sign all records of board decisions. The board chair will review and if allowed approve all expense reimbursement claims submitted by the county manager prior to payment (See also Rule 13.1). The board chair serves as the political head of the county government.

Rule 6.2 Board Vice Chair

In the absence of the board chair, the board vice chair will act as the board chair and serve as the presiding officer. Pursuant to section 4.B. of the county charter at the first meeting in January, annually, the board will elect a vice chair from the board. Wherever in the rules the board chair is mentioned and the board chair is absent, the board vice chair may exercise the authority as the board chair. The board vice chair presides in the absence of the board chair and acts as the board chair when the board chair is unable to perform the board chair's duties.

Rule 6.3 Presiding Officer Pro Tem

In the absence of the board chair or the board vice chair at any meeting of the board where a quorum is present, the board members present may appoint a presiding officer pro tem

who will preside at the meeting. The presiding officer pro tem will exercise all the authority of the board chair.

Rule 6.4 Presiding Officer Pro Tem for Specific Items

The board chair, with the consent of the appointed board members and the concurrence of the members present, may appoint a board member to serve as the presiding officer pro tem for specific items to come before the board meeting for consideration. If any board member objects to the appointment, the consent of the quorum will be obtained. The rulings and decisions of the presiding officer pro tem will have the same force and effect as those of the board chair. The board chair will be allowed to participate as any other board member.

SECTION 7 – PROCEDURES AT MEETINGS

Rule 7.1 Board Chair’s Duty

The board chair will call the board members to order at the hour designated for the meeting. The board chair may compel attendance in accordance with board rule 2.3. Should there not be a quorum within fifteen (15) minutes the members present will adjourn until a quorum can be gathered or until the next scheduled meeting time established by the board or to the next regular meeting day and time.

Rule 7.2 Board Chair’s Role

The board chair will preserve order and decorum, may speak to the points of order in preference to other members and will decide all questions of order subject to an appeal to the board by a majority of the board members. No member may speak more than once on an item concerning an appeal of the board chair’s decision without permission of the board. If two or more members request the floor at once, the board chair will name who is to speak first.

Rule 7.3 Address the Board Chair

When any board member is about to speak in debate or deliver an item to the board, the board members should respectfully address the board chair or presiding officer. The board member should confine the remarks to the question under consideration and avoid addressing personalities.

Rule 7.4 Voting Required

Pursuant to county charter section 5. F. every board member who is present will vote for or against the question before the board unless the board member provides an explanation for abstaining. Every board member may refrain for just legal cause and will announce the legal reason or justification for abstaining from voting.

Rule 7.5 Discussion of Agenda Items

Discussion may occur at any time on an item. The board chair will control and determine what item will be discussed.

Rule 7.6 Seconding Motions

Generally, no motion will be considered unless it has been seconded. When a motion is seconded, the mover may withdraw the motion with the consent of the second at any time before discussion and before any amendment is proposed. Routine motions that have the general consent of the board do not require a second, unless requested by any member of the board. Other motions not requiring a second: division, point of order, parliamentary inquiry, permission to withdraw or modify a motion and other such procedural inquiries.

Rule 7.7 Reconsideration

When a question has been decided, it will be in order for a member who voted on the prevailing side to move for reconsideration at the same meeting or next following meeting only.

Rule 7.8 Failure to Follow Rules

Failure to follow the rules of the board in conducting business or to abide by the rules of procedure does not invalidate the decisions of the board nor will it be grounds to later challenge the validity of a decision.

Rule 7.9 Ordinances

The board exercises its legislative authority by adoption of ordinances. Ordinances require the concurrence of a majority of the entire membership of the board.

Rule 7.10 Public Legislative Hearing

When the board conducts a public hearing concerning the exercise of legislative authority, the board will follow the legislative hearing format. That format is hereby attached as Exhibit 2 to these rules and by this reference incorporated.

Rule 7.11 Public Administrative Hearing (reserved)

Rule 7.12 Public Quasi-judicial Hearing

The board exercises its quasi-judicial authority usually by adoption of an ordinance. When the board conducts a quasi-judicial public hearing the board will follow the quasi-judicial hearing format. There are two separate and distinct types of quasi-judicial public hearing procedures that will be used by the board and they are as follows:

A. Quasi-judicial Land Use Public Hearing Procedure

Whenever the board is considering a land use issue that requires a quasi-judicial land use public hearing procedure, the board will use the procedure in the Land and Water Development and Use [Ordinance Code Section 2.185-2.2150](#) page [2-54II-18](#) and by this reference is incorporated in these rules.

B. Quasi-judicial Non-land Use Public Hearing Procedure

Whenever the board is considering a non-land use issue that requires a quasi-judicial non-land use public hearing procedure, the board will use the procedure that is hereby attached as Exhibit 3 and by this reference is incorporated in these rules.

Rule 7.13 Ex-parte' Contact

When the board holds a quasi-judicial public hearing, the board should declare any ex-parte' contact. The ex-parte' contact rules are provided for in state law and board members are encouraged to seek advice from county counsel if there are questions. The board member should clearly state the content of the contact and follow the advice of the county counsel for disclosure. Failure to state ex-parte' contact could raise questions of prejudice and affect the credibility of the board member.

Rule 7.14 Public Comment Registration

Interested persons who want to offer the board comments during the public comment part of the board agenda shall fill out a public comment form at the board meeting or notify the clerk of the board by email or phone call by 3:00 p.m. the day of the board meeting. ~~The form shall provide space for each subject the interested person wants to comment on at the board meeting.~~ The public comment registration form shall be part of the meeting records in accordance with the Oregon Public Meeting Law ORS 192.650. The registration ~~forms~~ will contains a provision by which a person may indicate that they do not wish their address, phone number or e-mail address released in any public records request. When the person addresses the board that person should state their name, but does not need to state their mailing address, phone number or email address. ~~A form complying with this rule will be available at all meetings of the board.~~ The county manager is assigned to draft, revise, and produce the necessary form that complies with this rule.

Rule 7.15 How to Testify

Those addressing the board should do so in a courteous and considerate manner. The person needs to register and follow other rules as provided in the board rules. The public will be furnished guidelines and should comply with these guidelines for testifying before the board. The guidelines and helpful information shall assist the public in testifying and will be provided at each board meeting. The county manager is assigned to draft, revise, and produce the guidelines.

SECTION 8 – ENFORCEMENT OF BOARD RULES

Rule 8.1 Presiding Officer

The board chair or presiding officer will enforce the board rules. In addition, the board chair or presiding officer has the authority to preserve decorum and will determine all points of order, subject to the right of any board member to appeal to the board. The board chair or presiding officer will enforce order, prevent attacks on personalities or the impugning of members' motives, and keep those in debate to the question under discussion.

Rule 8.2 Board members

Board members will preserve order and decorum during board meetings, and will not by conversation or other action delay or interrupt the proceedings or refuse to obey the orders of the board chair or presiding officer and board rules. Board members will when addressing staff of board members confine themselves to questions or issues that are under discussion; will not engage in personal attacks; will not impugn the motives of any speaker; and will at all times, while in session or otherwise, conduct themselves in a manner appropriate to the dignity of the office. Board members will not attack the knowledge, skills, abilities and personalities or impugn county staff members' motives in board or at county meetings. The board members may discuss or suggest anything with the county manager related to county business.

Rule 8.3 Attire at Board Meetings (reserved)

Rule 8.4 Removal or Exclusion of Any Person

Any persons making disruptive or threatening remarks or actions during a meeting will be barred from further attendance at that meeting, unless permission is granted by a majority vote of the ~~councilors~~ commissioners present. The board chair may summon the assistance of the Sheriff's Office or other administrative staff to prevent further interruption by such person by any action necessary, including the removal of that individual. In case the board chair should fail to act, any board member may move to require enforcement of this rule; and, upon an affirmative vote of the board majority present, the Sheriff or administrative staff will be authorized to remove the person(s) as the board directs. The county exclusionary policy may also be used to enforce decorum during in-person and virtual meetings.

SECTION 9 – AD-HOC COMMITTEES

Rule 9.1 Structure of Ad-Hoc Committees

Ad-Hoc committees include up to two board members and additional committee members as approved by the board. The board chair is assigned the authority to recommend the membership and formation of ad-hoc committees and may refer items to the appropriate committee on approval of the board.

Rule 9.2 Duty of Ad-Hoc Committees

The board may form ad-hoc committees to deal with specific tasks within specific timeframes in order to make recommendations to the board. The board will establish membership criteria for the ad-hoc committees on a case by case basis.

Rule 9.3 Appointment of Ad-Hoc Committee Members

The board chair will appoint members of the ad hoc committees. The board chair will designate the ad hoc committee chair and vice chair. Membership on the committee will be

appointed as needed to advise the board on specific programs or projects. Members will continue to serve until their mission is accomplished or they are replaced or reappointed.

Rule 9.4 Functions of Ad-Hoc Committees

Each member of the ad-hoc committee will have a vote on the committee. The reports of the ad-hoc committee will only be recommendations to the board. The board reserves all authorities with regard to the disposition of the recommendations.

Rule 9.5 Removal of Members from Ad-Hoc Committees

The board chair with the board's consent may remove any member of the ad hoc committee at any time.

Rule 9.6 Meetings of the Ad-Hoc Committee

The meeting time and place of the committees will be decided by the appointed chair of the ad-hoc committee with the consent of the committee members. The ad-hoc committee chair will have the authority to cancel any meeting of the committee for lack of business or necessity to meet. A majority of the committee however may consent to hold a meeting. Meetings are public meetings and will be conducted in accordance with Oregon Public Meeting Laws.

Rule 9.7 Staff Support of Ad-Hoc Committees

The county manager has the responsibility to furnish the necessary staff support for each ad-hoc committee. The county manager will assign the specific duties to the staff supporting and working with the membership of the ad-hoc committee. The committee will not have the authority to assign specific tasks to any staff person of the county but will work through the county manager.

Rule 9.8 Ex-officio Members of Ad-Hoc Committees

The board chair, county manager and the county counsel will be ex-officio, non-voting members of all ad-hoc committees. The ex-officio members may attend any committee meeting. If they attend, they may participate in the discussion, but they are not required to attend the committee meetings unless assigned by the board.

SECTION 10 – ELECTRONIC MAIL

Rule 10.1 Electronic Mail Communication

All board members will observe the county technology use policies and the following guidelines when using an electronic media, including text messages and electronic mail, for correspondence as elected officials:

A. Subject to Disclosure

All board e-mail correspondence is subject to the Oregon Public Records Law ORS 192.410 – 192-505 and Oregon State Records Retention OAR 166-150 standards and is subject to disclosure. ORS 192.410(4)(a) defines a "public record" as *including*:

any writing that contains information relating to the conduct of the public's business, including but not limited to court records, mortgages, and deed records, prepared, owned, used or retained by a public body regardless of physical form or characteristics.

B. Purpose of Electronic Communication~~E-mail~~

E-mail and text messages may be used for correspondence, meeting scheduling, sending informative information messages, or request information from other members of the county, the county manager or county department directors.

C. Not Appropriate for Policy Issues with a Quorum

E-mail may not be used to discuss policy issues with a quorum of the board at one time or a quorum of an ad-hoc, advisory board, commission or committee. Communicating with a majority of these bodies is a violation of Oregon Public Meeting Law ORS 192.670(1).

SECTION 11 – PROCLAMATIONS

Rule 11.1 Requests for Proclamation

Organizations, citizens, or board members may request a proclamation that proclaims a specific date or dates to recognize the efforts of community groups or individuals. The board chair shall determine whether the proclamation is appropriate for board consideration. Upon receipt, the clerk of the board shall notify the board chair of the request and on approval of the board chair shall prepare the proclamation for the board chair's signature. The proclamation shall be placed on a board agenda for board approval prior to the board chair signing the proclamation.

Rule 11.2 Reading of Proclamations

At the discretion of the board chair, a proclamation may be read at a board meeting or presented or mailed to the requesting individual, organization or group.

SECTION 12 – COMMUNITY AND MEDIA RELATIONS

Rule 12.1 Relationships with residents

The county shall establish and maintain open, honest, respectful and uniform relations with residents of the community, and shall endeavor to keep residents informed about the deliberations and decisions of the Board of Commissioners and about county policies, operations, services, activities and plans in a timely manner. Information made available by the county shall be useful, accurate, clear and truthful. Information requested from the county shall be provided promptly and on an equal basis without favoritism.

Rule 12.2 Commissions and Committees

The members of commissions and committees serving as advisors to the board shall be advised by board liaisons and county staff from time to time regarding relations with the media. When issues involving commissions and committees arise that may involve scrutiny by the media board members are encouraged to advise the county manager to offer county staff media relations services. The chairperson of the committee should be the

spokesperson when practical. Board, commission and committee members are cautioned to only represent what is in the record and to not speculate on the outcome of decisions by the commission, committee or board.

Rule 12.3 Providing Timely Information

The county shall promote and encourage the receipt of timely information from residents of the community about commission decisions, county policies, operations, activities and plans.

Rule 12.4 Granting Interviews

The county shall promote the understanding and support of its residents of the community for commission decisions and county policies, operations, activities or plans. County staff, as appropriate, shall comply with requests for interviews from both the print and electronic media regarding commission decisions and county policies, operations, activities or plans.

Rule 12.5 County Information to be Provided, Exceptions

The county shall provide any and all information requested by the news media unless, upon written advice of county counsel, the information requested is confidential and privileged from public disclosure by legislative decree of the State of Oregon.

Rule 12.6 County Manager to Establish Guidelines

The county manager's office may coordinate all news media requests for information and shall adopt procedures, guidelines and instructions to county employees that ensure that all such requests are responded to promptly and accurately.

Rule 12.7 Media Deadlines and Releases

When providing information requested by the news media, the county shall be mindful of media deadlines and shall do its best to respond in a timely manner. All news releases or public service announcements issued by the county shall be distributed to all news organizations without favoritism.

Rule 12.8 Board Copied on All Releases

Copies of news releases prepared and distributed by the county shall be given to the board.

Rule 12.9 Corrections

If misinformation is reported by any news media, the county may promptly inform the reporter or media organization involved of the correct information. The County shall request a timely correction or clarification when the misinformation reported seriously reflects adversely upon the county's policies, operations, activities or plans.

SECTION 13 – Reimbursement of Claims

Rule 13.1 Board and Manager Reimbursement

Claims by members of the board for reimbursement of expenditures made on behalf of the county will be reviewed by the manager prior to payment. The manager will submit to the board chair for approval any claims by commissioners not conforming to the approved appropriations or which are unusual in nature. The board chair will review ~~and if allowed approve all expense reimbursement claims submitted by the manager prior to payment and~~ approve or deny the reimbursement.

SECTION 14 - FINANCIAL RESPONSIBILITY

Rule 14.1 Board Responsibility

The board shall maintain general oversight of the financial operation of the county through:

- A. Annual review, adoption and adherence to the policies, unless the board identifies a specific variance from the policies, in the long-range financial plan.
- B. Attendance and participation as members of the county budget committee.
- C. Hold public hearings and adopt the budget prior to July 1 the start of the fiscal year.
- D. Take immediate action to avert financial crisis in the county.
- E. Hold the county manager accountable for reporting the condition of the budget and financial condition of the county.

Rule 14.2 Manager's Responsibility

The county manager is responsible for the careful administration of the adopted budgets of all County agencies. The Manager is responsible for:

- A. Directing departmental and agency expenditures in a manner that will assure that total expenditures for the department or agency will not exceed approved appropriations. The Manager is authorized to transfer funds between personal services and materials and supplies if necessary, but may not authorize an increase in full-time employees or the purchase of capital equipment in excess of those items proposed in the budget.
- B. Promptly informing the board and recommending appropriate action whenever it appears that, because of changes in revenue or expenditure projections, the approved expenditures of a fund may exceed the available resources exclusive of any contingency appropriation.
- C. The Manager shall hold department and agency heads responsible for assuring that expenditures do not exceed approved appropriations within major classes, such as Personal Services, Materials and Supplies, and Capital Outlay. The county manager is authorized to increase expenditures for any line item within the class, provided that an offsetting decrease will be made elsewhere in the class.
- D. Department and agency heads will promptly inform the county manager and recommend appropriate action whenever it appears that expenditures in a major class will exceed approved appropriations despite the efforts of the department or agency to control them.

Rule 14.3 Investment Policy

The board shall review the county's investment policy ~~regularly each year~~ and adopt an investment policy that is consistent with state law.

SECTION 15- TRAVEL POLICY

Rule 15.1 Purpose and Scope

This policy pertains to all travel and travel-related expenses for the board. This policy does not apply to social gatherings, committee meetings or business meetings held in the county.

Rule 15.2 Reimbursable Travel Defined

The term Reimbursable Travel will be defined as official travel outside the county as defined within this Policy.

Rule 15.3 Reimbursable Travel Approval

The board approves reimbursable commissioner travel that is consistent with this policy. Board members will advise the board of the purpose and relevancy of travel, and if questioned, board members will be responsible for assuring the board and electorate that the travel is in the best interest of the county. Travel requiring airplane flight out of state, except the State of Washington, will be preapproved by the board.

Rule 15.4 Travel Expense Form

All travel expenses will be documented on a travel request for reimbursement form that is provided by the clerk of the board. Travel request forms must be submitted to the ~~County Manager Chair of the Board~~ for review ~~and~~ approval with regard to compliance with this travel policy and for processing. Any ~~unresolved~~ disputes ~~not resolved by~~ shall be referred to the Chair of the Board. ~~The Board Chair may resolve the dispute or refer to and board member shall be presented to~~ the board at a public meeting to resolve. The board's decision shall be final.

Rule 15.5 AOC Conference Attendance

The annual Association of Oregon County's (AOC) meeting is considered to be important, relevant and in the best interest of Clatsop County. It is assumed that the board will attend the AOC Conference.

Rule 15.6 Budget Consideration

At no time will the board engage in travel that will result in costs beyond what is provided for in the current year budget unless the travel is specifically approved by the board and additional resources are authorized pursuant to Oregon Budget Law.

Rule 15.7 Committee Participation Encouraged

The board encourages and supports participation in county business and AOC committees. The expenses resulting from travel related to county business or AOC committees will be reimbursed provided sufficient funds are available.

Rule 15.8 Acceptable Reimbursable Travel Expenses

Upon proper approval of the Travel Request Form, the County will reimburse for all reasonable and necessary travel expenses which are directly related to the Board of Commissioner authorized assignments such as commercial transportation, lodging, meals, tips (up to 20%), registrations, parking fees, mileage and communication charges at actual cost. ~~up to a maximum amount of one-fifth per commissioner of the annual Reimbursed Travel Expense line item included in the adopted board's annual budget. Upon approval of the Board Chair, individual commissioners may exceed their one-fifth allotment, provided each commissioner has adequate budgeted funds available to fulfill their duties as an elected official, including attendance at the AOC Annual Conference.~~

Rule 15.9 Reimbursement of Significant Other Expenses

The County will not reimburse travel-related expenses for personal guests of an elected official, unless expressly authorized by the board prior to the travel.

Rule 15.10 Reimbursement of Entertainment

Entertainment expenses are not reimbursable except for expenses of entertainment associated with conference programs. Examples of non-reimbursable entertainment expenses include, but are not limited to, alcoholic beverages, theater tickets, and sporting event tickets.

Rule 15.11 Mileage Reimbursement

Mileage will be reimbursed at the IRS approved rate for authorized use of the board's private vehicles on County business. When traveling to a place outside of the County, reimbursement shall start at the commissioner's residence. Rent a car if reasonable. Carpooling is encouraged to save county resources.

Rule 15.12 Least Expensive Transportation Mode

Out-of state transportation related expenses will be based upon the least expensive mode of transportation available, unless a more expensive mode is necessary due to business-related requirements. In determining the least expensive mode, commercial bus service and train will be excluded.

Rule 15.13 Lodging

Reimbursement of lodging expenses will be based on what is a normal and reasonable cost for the area. Proximity to the conference, seminar, or meeting will also be taken into account. If a double room is required because a spouse or personal guest has accompanied an elected official, the County will reimburse only the cost of a single room. The County will reimburse any business-related communications costs (telephone, fax, modem, etc.). The County will not reimburse the cost of any in-room movie or personal communications costs.

Rule 15.14 Meals

Board members will be reimbursed for meals at actual cost. Board members will be responsible for justifying expenses that are considered excessive or out of the ordinary. A total meal cost includes food, beverages, taxes, and tips. Reimbursement of tips will be limited to no more than 20% of the total meal cost. The county will not reimburse the cost of any alcoholic beverages. Board members are required to retain and submit receipts for all meals in order to receive reimbursement.

Rule 15.15 Meals included in Registration Fees

The County will not reimburse for meals if they are included in registration fees (for example, a conference banquet). Complimentary continental breakfasts are not considered meals and will not reduce a daily standard meal allowance.

Rule 15.16 Request To Receive Travel Expense Report.

Only "reimbursable" travel expenses need to be entered on the Travel Expense Report. In other words, only those costs needed to calculate the amount due needs to be included. The county retains all travel expense reports, submitted reimbursement receipts and county cash reimbursements.

Rule 15.17 Submission for Reimbursement

Board members shall submit all receipts and reimbursable expenses in a timely manner, generally no later than the 10th of the month following the month that the expense was incurred. If a board member is requesting reimbursement, the travel expense form along with receipts shall be delivered to the ~~Board Chair and/or Vice-Chair~~County Manager.

16- 19 – RESERVED FOR EXPANSION

SECTION 20 – ADOPTION, AMENDMENTS AND REVISIONS

Rule 20.1 Adoption, Amendments and Revisions

There rules shall be adopted by resolution. Amendments and revisions to the rules shall be adopted by resolution.

Rule 20.2 Review

These rules shall generally be reviewed every two years in a work session.

Note: Meeting times and locations are subject to change.

Board or Committee	Meeting Time	Meeting Location
Ambulance Service Dist. Area Adv. Committee	The committee meets quarterly	800 Exchange St., Astoria
Arts Council of Clatsop County	The Council meets on the 3rd Monday of each month.	Meeting places move around the county.
Board of Property Tax Appeals (BOPTA)	The Board generally meets between February and April of each year.	Judge Guy Boyington Building 857 Commercial St., Astoria.
Budget Committee	The Committee usually meets in May each year.	Boyington Building 857 Commercial St., Astoria.
Human Services Advisory Committee	The committee meets at least four times per year.	800 Exchange, Suite 430, Astoria
Planning Commission	The Planning Commission meets on the 2 nd Tuesday of each month at 10:00 p.m. Periodically, the Commission meets more frequently.	Boyington Building 857 Commercial St., Astoria.
Public Safety Coordinating Council (PSCC)	The Council at least meets quarterly on the first Friday of the month at 2:30 p.m.	800 Exchange, Suite 430, Astoria.
Recreation Lands Advisory Committee	The Committee meets on the last Thursday of each month. Meetings are usually from 12:00 - 2:00 p.m.	800 Exchange, Suite 430, Astoria.
Rural Law Enf. Dist. Advisory Committee	The Committee generally meets three times a year.	The RLED meets throughout the county, generally in the rural communities to include Arch Cape, Jewell, Knappa/Svensen/Westport, Lewis and Clark, Clatsop Plains.
AOC Council of Forest Trust Land Advisory Committee (CFTLC)	Meets at the annual Association of Oregon Counties fall conference.	
Clatsop Economic Development Resources (CEDR)	Meets as needed.	
Columbia-Pacific Economic Development District (Col-Pac)	Meets as needed.	Rotates among the three counties, Clatsop, Columbia and Tillamook.
Columbia River Estuary Study Task Force (CREST)	Meets monthly on the 4 th Wednesday at noon.	
Community Action Team		St. Helens

Board or Committee	Meeting Time	Meeting Location
Fair Board	The Board meets on the first Tuesday of each month at 5:30 p.m.	Fairgrounds, 92937 Walluski Loop Astoria
National Association of Counties (NACO)	There is a legislative conference in Washington, D.C. each March. There is also an annual conference each year held in a different location each year	
Northwest Area Commission on Transportation (ACT)	The Committee meets every other month.	Rotates among the three counties, Clatsop, Columbia and Tillamook.
Northwest Oregon Economic Alliance (NOEA)	Meets as needed.	Rotates among the three counties, Clatsop, Columbia and Tillamook.
Northwest Oregon Housing Authority (NOHA)	The Committee meets the first Thursday of each month at 10:00 a.m.	Rotates among the three counties, Clatsop, Columbia and Tillamook.
Northwest Oregon Regional Partnership	Meets as needed.	Rotates among the three counties, Clatsop, Columbia and Tillamook.
Northwest Senior and Disability Services	The Committee usually meets the 3 rd Thursday of each month at 1:30 pm.	Rotates among the five counties, Clatsop, Marion, Polk, Tillamook, Yamhill.
Oregon Coastal Zone Management Association (OCZMA)	Meeting schedule is posted: http://www.oczma.org/index.php	
The Oregon Consortium and Oregon Workforce Alliance	Meets monthly	Rotates throughout service delivery area.
Soil & Water Conservation District	The District meets the first Wednesday of each month at 10:00 a.m.	4H & Extension Conference Room, 2001 Marine Dr., Astoria

|

Exhibit 2 – Public Legislative Hearing

PUBLIC LEGISLATIVE HEARING Clatsop County Board of County Commissioners

1. ~~Call to Order~~Announce the Item
~~Open the public hearing, announce the purpose, discuss testimony procedure and time allotments.~~
2. Declaration of Conflicts of Interest or Abstentions
3. Staff Reports
4. Open the Public HearingTestimony
 - a. Chair announces time limits
 - b. Testimony
 1. Invites each speaker to the table
 2. Informs speakers to state name and address at the beginning of testimony and reminds speaker to speak into the microphone.
 3. Remind speakers to be brief.
 4. ~~Order to testimony~~
 - ~~a. Proponent~~
 - ~~b. Opponent~~
 - ~~c. Undecided~~
 - c. Close Public Testimony
5. Recommendations from Staff
6. Board Deliberation
7. Decision
 - a. Ordinance – motion to take action; if approved, complete motion then ask for second reading by title only.
 1. Board may need a roll-call vote
 2. Majority of entire membership required to approve an ordinance

Exhibit 3 – Quasi-Judicial Non-Land Use Public Hearing Procedure

QUASI-JUDICIAL NON-LAND USE
PUBLIC HEARING PROCEDURE
Clatsop County Board of County Commissioners

1. ~~Open the public hearing, announce the purpose, discuss testimony, procedure, and time allotments.~~Announce the Item

2. ~~Call for Declaration of abstentions, bias, conflicts of interest, and ex-parte contacts, and objections to jurisdiction.~~

~~2.3.~~ Ask if there any objections from the public to any member of the Board hearing this matter?

~~3.4.~~ Staff Report

~~4.5. Public Testimony~~Open the Public Hearing

a. Chair announces time limits

b. Testimony

1. Invites each speaker to the table

2. Informs speakers to state name and address at the beginning of testimony

and reminds speaker to speak into the microphone.

3. Remind speakers to be brief.

4. Order to testimony

~~a. Proponent~~Applicant (appellant)

~~b. Proponent~~ (supporters of appellant)

~~b.c. Opponent/Neutral~~ (of appellant)

~~c. Undecided~~

~~d. Rebuttal by applicant~~ (appellant)

c. Close Public Testimony

~~56.~~ Questions of proponents and opponents from the floor or the board directed through the chair.

~~67.~~ Public Agency letters or comments

~~78.~~ Close of public testimony portion of hearing

~~89.~~ Final comments from staff and recommendation

~~910.~~ Deliberation of board including discussion of criteria with findings of fact

~~110.~~ Board Action

a. Resolution and Order approval could be required.

- b. Voice vote is permitted.
- c. Majority of quorum required unless ordinance then majority of total board.

Board of Commissioners Clatsop County

WORK SESSION AGENDA ITEM SUMMARY

May 18, 2022

Topic: Amendment 1 (DRAFT) to the Strategic Plan
Presented By: Terry Moore, Senior Fellow with the Center for Public Service
Amanda Rapinchuk, Management/Policy Analyst

Informational Summary: Amendment 1 to the Strategic Plan includes a progress report of FY 2021-22 priorities and identifies new priorities for FY 2022-23.

This Work Session signals the final stages of this fiscal year's strategic planning process. The Board of County Commissioners will review the drafted document and discuss any desired changes.

Attachment List

A. Amendment 1 (DRAFT)

Amendment 1

Strategic Plan

Update (FY 2022-23 Priorities)



Clatsop County

Proposed (pending adoption)

Table of Contents

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County Manager's Message



As more people discover and move to Clatsop County, and state and federal laws shape what counties can or must do, our communities will change. The way we can make sure that this change is for the better is through thoughtful planning and action.

In 2020, the Clatsop County Board of Commissioners created a strategic plan which sets a direction for our future and holds the County government accountable for turning vision and values into reality. The Plan reflects our commitment to transparency. It describes our priorities and sets important benchmarks and the results we hope to attain.

A good strategic plan also unifies communities, which only happens when the public and stakeholders are involved in envisioning the future Clatsop County. We'd like to thank all those who have contributed to this important process and helped us get to where we are today in achieving what we set out to do.

Now, two years into our strategic plan and emerging from a pandemic, we have accomplishments we would like to highlight:

Internet/Broadband Expansion

- Developed a strategy to improve internet connectivity to the most under-served communities in the County's unincorporated areas
 - Participating with Jewell Shcool District to improve internet connectivity strategies in Jewell, Elsie, and Vinemaple area
 - Supporting of a strategic plan to improve hard fiber infrastructure as a member of the COL-Pac Broadband Team (Clatsop, Columbia, Tillamook, and western Washington counties)

Housing/Development

- Released a Request for Expression of Interest for surplus County-owned land for cities and nonprofits to use to address housing and other public service needs
- Released a Request for Proposal for the development of North Coast Business Park and currently reviewing submissions

Water Quality

- Participating in a Water Needs Analysis by the Association of Oregon Counties (AOC)

Wildfire Prevention

- Formed a group of stakeholders with representatives from Clatsop County Fire Defense Board, OSU Extension, ODF, State Fire Marshall Office, and Western States Fire Chiefs Association that is developing local wildfire education, regulatory framework, enforcement, and resiliency efforts

Child Care

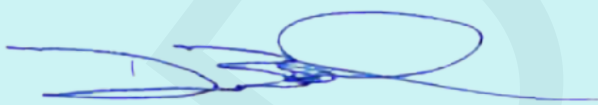
- Formed a Child Care Strategy Work Group that is developing a strategy and design for local child care services and will lead implementation

Mobile Crisis Intervention

- Contributed \$80,000 of our federal American Rescue Plan Act funds to strengthen Clatsop Behavioral Healthcare's Mobile Crisis Team

Earlier this year, the County Board of Commissioners dedicated additional time to review the Plan. Amendment 1 to the Strategic Plan, is the result of this work— it explains how far we have come and where we go from here.

We have an exciting future ahead of us in Clatsop County. We value and appreciate all who gave their time, energy and passion to creating a roadmap that will lead us into the future Clatsop County we want and deserve.



Don Bohn
Clatsop County Manager

Introduction

Our Strategic Plan

Strategic Plans are important tools that are built from public input. They help people understand the County's vision, the direction being taken, and reasons why. Clatsop County began its year-long strategic planning process in January 2020.

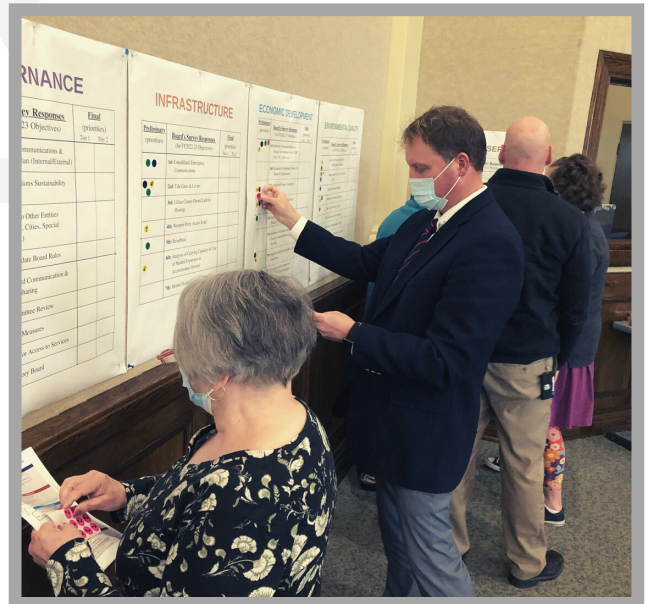
This collaborative effort engaged elected officials, County employees, stakeholder groups, and the general public and was conducted in partnership with the Center for Public Service at Portland State University. The result is the County's current Strategic Plan (also referred to as the Plan), adopted by the Board of County Commissioners in January 2021.

Amendment 1

This document is the first amendment to the Strategic Plan. Its purpose is to update the Plan with our new FY 2022-23 priorities. You will find that some FY 2021-22 priorities (or certain parts of them) will carry over into FY 2022-23.

Amendment 1 is made up of three parts.

- Part 1:** Strategic Plan Components
- Part 2:** FY 2021-22 Progress Report
- Part 3:** FY 2022-23 Priorities



Notes:

1. *FY is an acronym for fiscal year (i.e. FY 2021-22 refers to fiscal year 2021-2022)*
2. *Clatsop County's fiscal year is from July 1st to June 30th each year (i.e. FY 2021-22 refers to July 1, 2021 through June 30, 2022)*

Strategic Plan Components

Overview

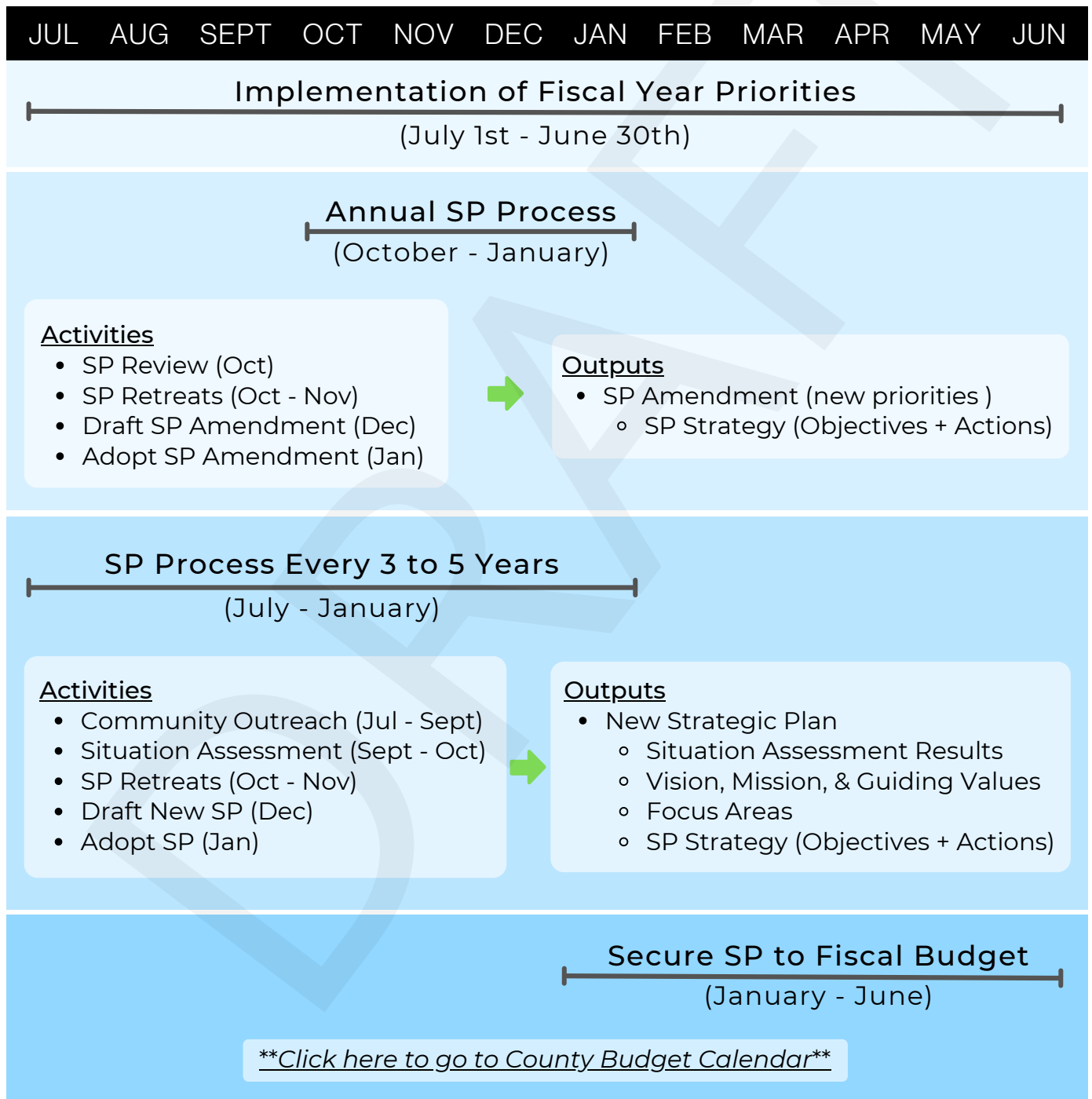
The following illustration and accompanying sections provide a general overview for each part of the Plan.



Strategic Plan Outline

Strategic Planning Process

The illustration below provides a general outline of the strategic planning process.



Strategic Plan Review: County employees give a presentation to the Board on progress made towards completing the adopted Strategic Plan priorities, as well as an outline of that fiscal year's strategic planning process.

Strategic Planning Retreats: The Board meets for a facilitated discussion of strategic plan components under review that fiscal year.

Community Outreach: County employees engage with the community, listening to and gathering public feedback. The information received guides the situation assessment.

DRAFT

Our Vision, Mission, & Guiding Values

Overall, the Plan aids the County in earning its reputation, holding it accountable to its **vision**. The Plan provides a means for the County to carry out its **mission**, while honoring its **values**. As we approach fiscal year 2022-23, these components of the Plan (adopted in January 2021) remain unchanged.

VISION



In a world of change and uncertainty, people trust Clatsop County to provide public services and facilities in an effective, efficient, and equitable manner. These essential elements of a high quality of life, including economic prosperity, ecosystem integrity, health, safety, and social connection are provided by working collaboratively and in partnership with other public, non-profit, and private sector service providers.

MISSION



Clatsop County will (1) identify the broad services it understands community members want and are willing to support, and then (2) provide those services effectively, efficiently, equitably, within budget, and in partnership with other public, non-profit, and private sector service providers.

GUIDING VALUES



Engagement and Collaboration

Leadership in County-wide coordination of services and problem solving by bringing together, engaging, listening to, and cooperating with community members and stakeholders of diverse backgrounds, experiences, thoughts, and perspectives.

Effectiveness and Efficiency

Decision-making and operations that effectively and efficiently achieve outcomes consistent with the vision.

Equity

Equitable treatment, access, opportunity, and advancement for all.

Transparency and Accountability

Public policy decisions are made in open meetings. The County is accountable for its decisions and their implementation.

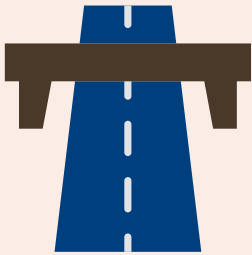
Focus Areas

The Strategic Plan identifies five areas the County will focus on to carry out its mission. The focus areas (listed below) were adopted in January 2021 and remain the same for FY 2022-23.



GOVERNANCE

...roles, relationships, and processes that allow the County to effectively, efficiently, and transparently choose and deliver valued services that are consistent with the County's vision, mission, and values.



INFRASTRUCTURE

...public spaces and utilities provided/maintained by the County, such as roads, water and wastewater treatment plants, and pipes.



ECONOMIC DEVELOPMENT

...actions that help create and sustain a strong, diverse, and resilient economy, such as job creation and retention, supporting livable wages, expanding public transportation, comprehensive community planning, and removal of regulatory barriers where feasible and appropriate.



ENVIRONMENTAL QUALITY

...natural resources that provide life and sustenance to the County, such as the ocean, rivers, streams, and the immense forest, and the actions that conserve, protect, and promote the sustainability of this intertwined ecosystem.



SOCIAL SERVICES

...issues and services that impact the ability of individuals, families, and communities to thrive and must be addressed in collaboration with state, regional, and community partners, such as mental health, addictions, houselessness, child care, and trauma.

Strategic Plan Priorities (Objectives & Actions)

During the County's annual strategic planning process, the Board of County Commissioners establishes new and/or continued priorities to carry out the County's mission in the upcoming fiscal year. These priorities are transformed into measurable **objectives** (goals) and organized by focus area. Each objective is then ranked by level of priority (tier 1, 2, or 3):

Tier 1: (highest priority)

- Addresses a key issue of **primary importance**
- **Likely to complete** the assigned action by the end of the fiscal year

Tier 2: (medium priority)

- Addresses a key issue of **secondary importance**
- The assigned action **may be completed** by the end of the fiscal year

Tier 3: (lowest priority)

- Addresses an issue of **general importance**
- **May or may not begin** that fiscal year
- **Likely to carry-over** into the next fiscal year's priorities

An **action** is assigned to each objective. It explains how the County will achieve that objective. Together, the objective and its action serve as strategic plan strategy.

FY 2021-22 Progress Report

GOVERNANCE

Tier	Objective	Action	Current Progress	Estimated Completion
1	Improve Governance Processes	Document and initiate implementation and training to integrate annual planning, budgeting, performance benchmarks, and reporting to the public.	90%	June 2022
2	Community Engagement Plan	Develop community engagement plan and enhance capabilities to execute.	75%	June 2022
3A	Internal Communication Plan	Develop an internal communication plan for employees and Board communications.	50%	June 2022
3B	Equity/Inclusion Program for County Services	<i>(reflected in FY2022-23 priorities)</i>		
3C	Youth Advisory Board	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		
3D	Review and Update Board Rules	Review and update Board rules.	50%	June 2022

INFRASTRUCTURE

Tier	Objective	Action	Current Progress	Estimated Completion
1A	Housing Strategies (Part 1, Overview)	Form a working group to develop strategies for the County to be an active and strategic partner in the development of public, private, and non-profit affordable housing units.	50%	June 2022
		Identify County-owned property potentially suitable for affordable housing and initiate a process to engage public, private, and non-profit partners in site-specific development options/strategies.	75%	June 2022
1B	Internet Strategy	<p>Develop and implement a geographic specific strategy to improve internet connectivity to the most under-served communities in the short/medium term.</p> <p>Begin with the Jewell/Elsie/Vinemaple area based on the highest percentage of families without internet service.</p> <p>Develop a process that can be replicated in other communities in future phases.</p>	50%	June 2022
2A	Housing Strategies (Part 2, Specific)	Form a working group to identify barriers and gaps to affordable housing and to identify what types of housing are missing.	50%	June 2022
		Create a dashboard of all housing units in the development pipeline, including location, type, number of units/bedrooms, affordability, and development timeline and identify a variety of housing options that allow individuals to be able to transition from one environment to the next as their situation allows or warrants a change.	75%	June 2022
2B	COL-PAC Broadband Action Team	Participate in the COL-PAC Broadband Action Team (BAT) process to develop a strategic plan to improve the hard fiber infrastructure in Columbia, Clatsop, Tillamook, and western Washington County.	90%	June 2022

ECONOMIC DEVELOPMENT

Tier	Objective	Action	Current Progress	Estimated Completion
1	North Coast Business Park	Formalize plan to market/sell North Coast Business Park for development purposes that includes an assessment of private/public partnership opportunities.	90%	June 2022
2	Evaluation of Regulatory Barriers/Gaps	<p>Initiate a process to review local regulatory barriers to economic development. This will include an evaluation of opportunities to reduce cost of development such as, but not limited to:</p> <p>1) Conduct wetland delineations in particular geographic areas where wetlands are prevalent; and/or</p> <p>2) Assist with surveying costs or preparation of elevation certificates for properties within Special Flood Hazard Areas.</p>	25%	December 2022
3A	Toolkit of Business Incentives	<i>(reflected in FY2022-23 priorities)</i>		
3B	Use of State Video Lottery Funds	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		
3C	Partner on Evaluation of Economic Development Agencies' Activity	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		
3D	Expand Transit Options for Tourist Traffic	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		
3E	Continue Support of Clatsop County Arts Council	Continue support of the Clatsop County Arts Council and annual "Arts Summit" as an integral and growing element of a diverse economy.	100%	July 2021
3F	Equity/Inclusion Program for County Services	<i>(reflected in FY2022-23 priorities)</i>		
3G	Youth Advisory Board	<i>(reflected in FY2022-23 priorities)</i>		

ENVIRONMENTAL QUALITY

Tier	Objective	Action	Current Progress	Estimated Completion
1	Environmental Quality Action Team	Create an Environmental Quality Action Team that will assess existing studies and State and local initiatives on climate conditions and natural climate solutions that apply to Clatsop County.	25%	December 2022
		Initiate, oversee, and review studies of natural resource conditions where information is lacking. Priority should be given to freshwater sources.	0%	June 2023
		Review the mapping of "resilient lands" completed for Oregon to ensure those systems and places remain resilient.	25%	June 2022
2A	Water Assessment (focus on Clatsop Plains)	Initiate a moratorium on building homes with septic systems on less than one acre in the Clatsop Plains area.	25%	To be determined
		Complete a water assessment study to analyze groundwater quality and quantity and prepare projections for future use. This study should also include surface water.	50%	June 2022
2B	Fire Protection Education	Partner with the Clatsop County Fire Defense Board and Oregon State University (OSU) Extension employees to prepare education and preparedness exercises related to defensible fire space. These may include webinars and a program to promote smarter development (use of appropriate building materials in forested areas).	50%	June 2022
2C	Visitor Education	Work with the Tourist Studio to develop an education program for visitors/tourists to promote "leave no trace" tourism.	90%	June 2022
3A	Adopt the Tsunami Overlay Zone	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		
3B	County-wide Salmon Recovery Plan	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		

SOCIAL SERVICES

Tier	Objective	Action	Current Progress	Estimated Completion
1A	Navigation/Drop-in Center (multiple services)	In collaboration with community partners, develop a nation/drop-in center that would be a single location that an individual can drop into throughout the day to be able to access or be directed to a variety of services (e.g. showers, laundry facilities, meals, public health services, mental health services, foot care, art therapy, Social Security, IDs, housing, veteran services, employment services, and more.	75%	June 2022
1B	Child Care Strategy	Form, participate, and support a group of stakeholders that will identify and implement a broad range of strategies to expand and retain quality, diverse, and sustainable child care resources. This process will include a literature review of best practices deployed in other communities and strategies to leverage public, private, and non-profit expertise and resources.	50%	June 2022
3A	Resource Development Team for Trauma Services	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		
3B	Sober-Housing Options	<i>(not likely to begin this year and does not carry over to FY2022-23 priorities)</i>		
3C	Strengthen Mobile Crisis Intervention	Strengthen the Clatsop Behavioral Healthcare mobile crisis intervention team's ability to respond to mental health crises and consider a CAHOOTS model approach.	75%	June 2022

FY 2022-23 Priorities

The remaining pages detail the Strategic Plan priorities for FY 2022-23 and how the County and its employees will address them.

KEY



FOCUS AREA

(Tier) Objective
Action

GOVERNANCE

(1A) County-wide Communications and Engagement Plan (Internal/External)

Create a County-wide plan with processes/procedures that address how the County, in a timely manner:

1. Engages with and communicates information to employees,
2. Engages with and communicates information to the public and stakeholders, and
3. Develops processes to receive feedback from the public.

(1B) Board's Relationship with Other Entities

Establish the following in the Board's rules:

1. Clatsop County's commitment to participating in professional associations (NACo, AOC, etc.) and representative bodies,
2. The role of a Commissioner when assigned as the liaison (committee assignments) between the County and a professional association or representative body,
3. The process/procedure for determining committee assignments, and
4. How a Commissioner updates the Board on information regarding their committee assignments.

(1C) County Operations Sustainability Plan

Create a plan for sustainable County operations that addresses:

1. How and what the County procures,
2. Feasible energy efficiency goals for County facilities and equipment, and
3. Fiscal sustainability.

(3) Equity Plan for Access to Services

Create a plan to support and ensure equitable access to County services.

INFRASTRUCTURE

(1A) Consolidated Emergency Communications

Continue collaboration with city partners to develop a feasible plan for integrated/consolidated emergency communications (9-1-1).

(1B) Tide Gates & Levees

Continue County efforts in the development of a natural hazard mitigation project and apply for eligible federal/state funding opportunities.

(2) Carrying Capacity Analysis

Conduct an analysis of the County's carrying capacity and cost of needed expansion to accommodate growth, as it relates to infrastructure, economic development, and environmental quality.

ECONOMIC DEVELOPMENT

(1) Economic Development Strategies

Develop a process to:

1. Evaluate regulatory barriers and gaps,
2. Work with regional partners/agencies to develop an economic development plan for each sector, and
3. Create a toolkit of business incentives.

(2) Increase Workforce Housing Inventory

Utilize County-owned land to increase local inventory of workforce housing.

(3) Economic Development Training for Board of Commissioners

Identify economic development training for Clatsop County Board Commissioners.

ENVIRONMENTAL QUALITY

(1) Water Quality and Needs Assessments

Continue work with:

1. Association of Oregon Counties' (AOC) water team to champion local water needs in future regional and statewide water funding and planning effort and
2. North Coast Watershed Association (NCWA) to enhance stream flow monitoring.

(2A) Proper Dumping of Septage

Continue collaboration with city partners to:

1. Accept septage and
2. Develop plans for anaerobic digester.

(2B) County Wetland Bank Creation

Evaluate the feasibility of creating a publicly-owned wetland bank.

(3) Subduction Event Preparation

Assess County's current processes/procedures for during and after a subduction event. Create a plan to implement assessment recommendations.

SOCIAL SERVICES

(1A) Child Care

In coordination with the Child Care Strategy Advisory Group, evaluate local feasibility of Michigan (Muskegon) Model of child care.

(1B) Homelessness Initiatives/Actions

Develop:

1. Time, place, and manner ordinance for HB 3115 compliance and
2. Plan for a local micro housing project in collaboration with city and community partners.

(1C) Crisis Stabilization Center

Facilitate/coordinate round table discussions with community providers about next steps for expanding County's crisis stabilization capacity.

Board of Commissioners Clatsop County

WORK SESSION AGENDA ITEM SUMMARY

May 18, 2022

Topic: Short-Term Rental Data Report

Presented By: Monica Steele, Assistant County Manager
Suzanne Johnson, Assessment and Taxation Director
Chris Leader, Appraisal Supervisor
Alicia Sprague, Tax Technician
Krysta Houseknecht, GIS Cartographic Program Manager
Gail Henrikson, Community Development Director

**Informational
Summary:**

On April 13, 2022, your Board directed staff to collect and analyze additional data documenting the impact of short-term rental units on housing prices and availability within Clatsop County.

County Management, County Counsel, and staff from Assessment and Taxation, GIS and Community Development met on April 21 to identify what data was required and what data was accessible by staff. On April 28, staff again met to review the data that had been compiled.

This information consists of documentation regarding:

- Number, location and zoning of permitted short-term rental units
- 2018 Certified Values Countywide
- Single-Family Residential Sales Countywide
- Single-Family Residential Median Values for STR and non-STR properties
- Summary of Residential Market Appreciation 2021-2022
- Clatsop County Median Income

This information is documented and discussed in further detail in the Short-Term Rental Data Report attached as **Exhibit A**.

Attachment List

A. Short-Term Rental Data Report



Short-Term Rental Data Report

MAY 18, 2022

PREPARED BY:

County Manager's Office | Legal Counsel | Assessment and Taxation | GIS | Community Development

SECTION 1: BACKGROUND

On April 13, 2022, your Board directed staff to collect and analyze additional data documenting the impact of short-term rental units on housing prices and availability within Clatsop County.

County Management, County Counsel, and staff from Assessment and Taxation, GIS and Community Development met on April 21 to identify what data was required and what data was accessible by staff. On April 28, staff again met to review the data that had been compiled. This information consists of documentation regarding:

- Number, location and zoning of permitted short-term rental units
- 2018 Certified Values Countywide
- Single-Family Residential Sales Countywide
- Single-Family Residential Median Values for STR and non-STR properties
- Summary of Residential Market Appreciation 2021-2022
- Clatsop County Median Income

This information is documented and discussed in further detail below.

SECTION 2: DATA

The data provided below demonstrates that there is not a correlation between the issuance of short-term rental permits and housing prices. The data illustrates that the increased housing prices have occurred and continue to occur for both short-term rental properties and non-short-term rental properties. Communities such as Cannon Beach, which has severely curtailed short-term rentals, saw the largest real market value increase between 2018 and 2021 for properties holding an STR permit. This is likely due to the value placed on what is perceived as a limited and scarce ownership opportunity, thus commanding a higher price.

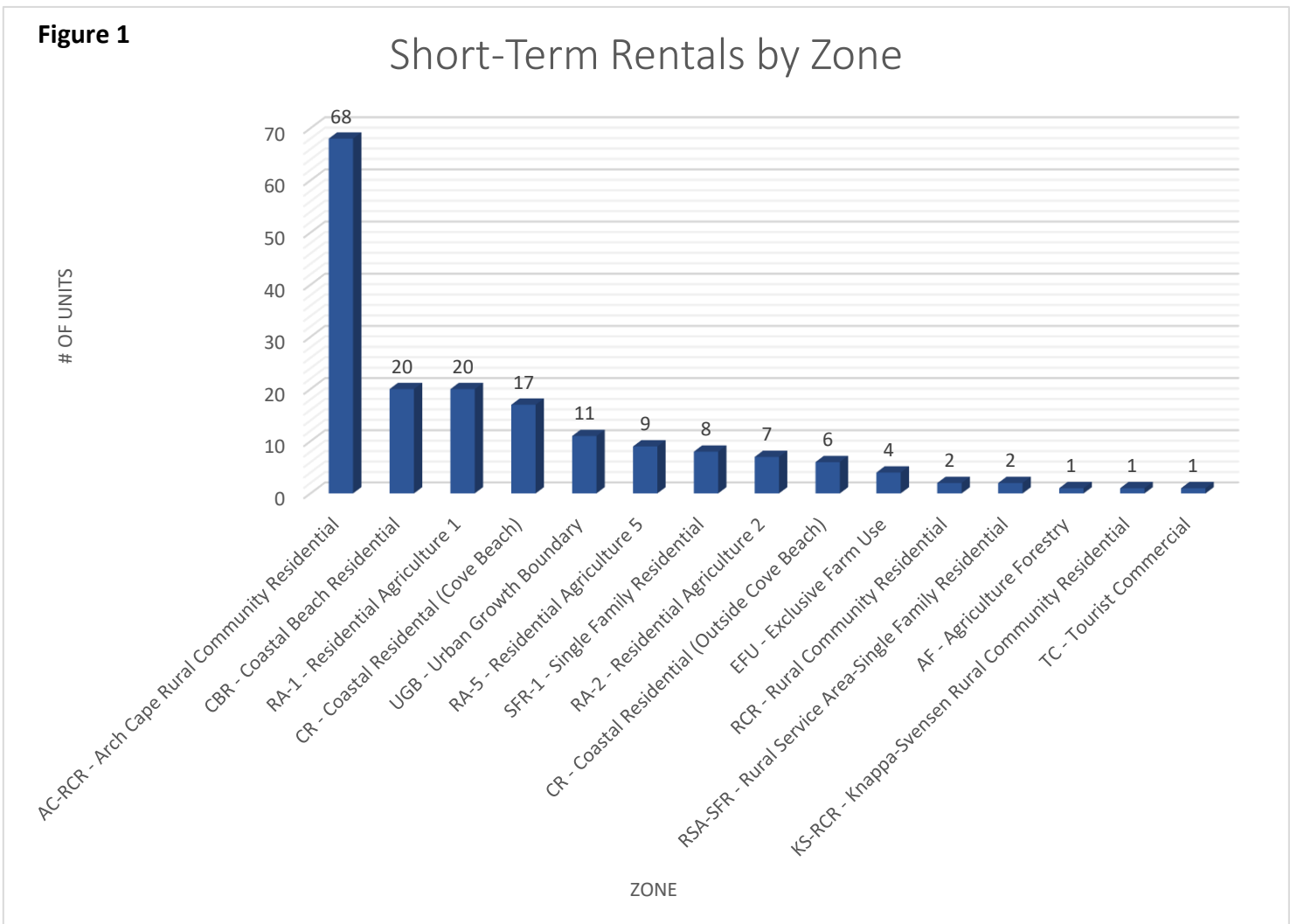
SECTION 2A: NUMBER OF PERMITTED STRs

Per information from Clatsop County Assessment and Taxation, there are 177 permitted short-term rental units in unincorporated Clatsop County. This area also includes properties within the unincorporated Urban Growth Boundary (UGB) of the City of Gearhart.

Figure 1 provides information regarding the zones where short-term rentals are located. **Figure 2** documents the annual rental activity for short-term rentals during 2021. This data shows that 67% of transient room tax accounts rented 100% of the year. Ten percent of the transient room tax account did not rent during 2021. **Figures 3-15**, below, detail the general location and numbers of short-term rental units. Sixty-eight (38.4%) of short-term rental units are located

within the Arch Cape – Rural Community Residential (AC-RCR) zone. Per Assessment and Taxation, in 2004 there were 55 transient room tax accounts with a situs city of Arch Cape. Those accounts included properties within the Arcadia Beach/Arch Cape/Cove Beach area. Per information shown on **Figures 4-6** there are currently 95 licensed short-term rentals in this same approximate area. Twenty-seven of those rental units have been continuously permitted since 2004, although they may not have been continually rented during that time.

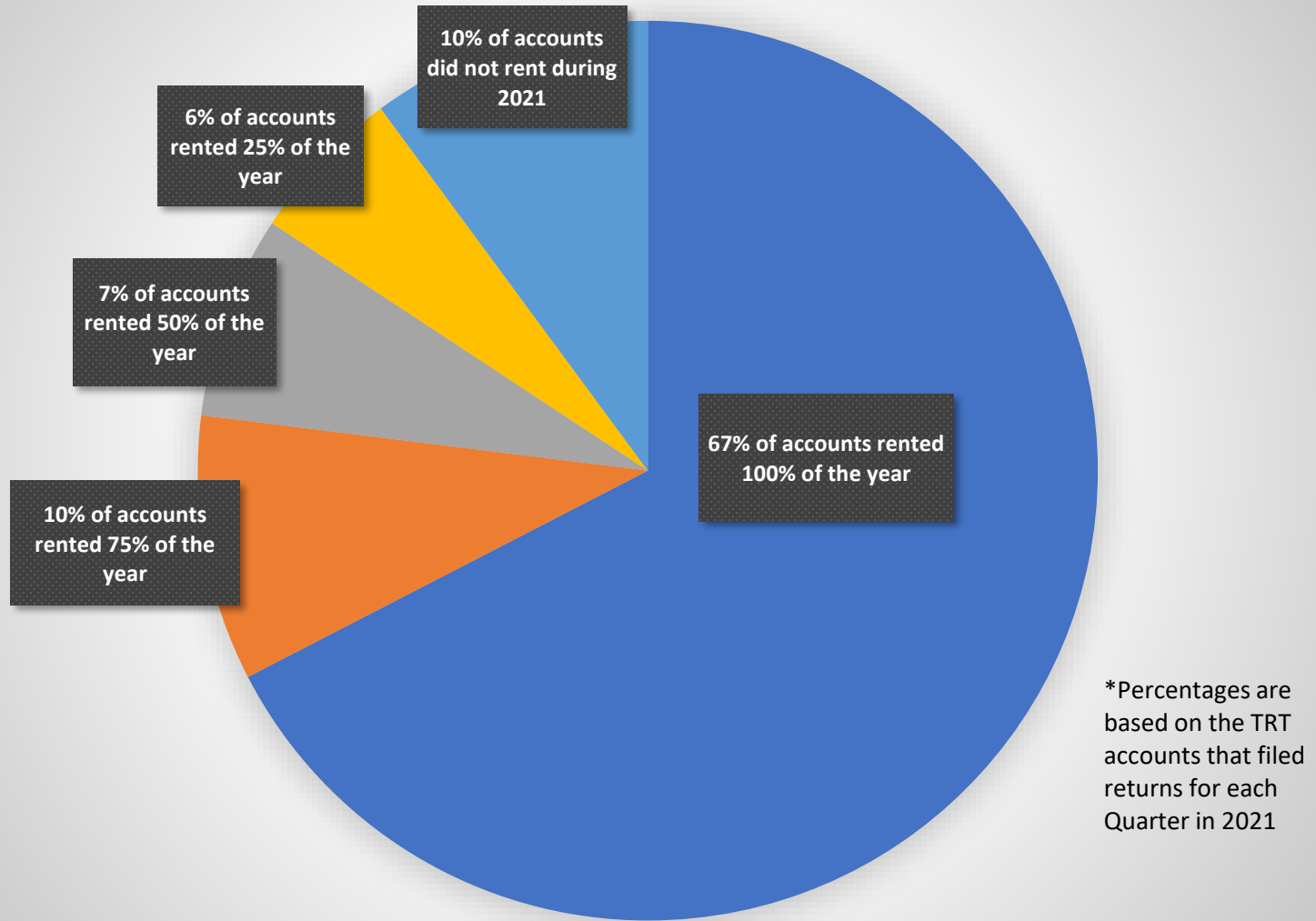
There are 17 licensed STRs in Cove Beach, constituting 9.6% of the total number of short-term rentals within unincorporated Clatsop County. The remaining 92 short-term rental units are dispersed throughout the county, with 53 (29.9%) units located in the Clatsop Plains and 11 (6.2%) within the Gearhart UGB. It should not be surprising that the majority of STRs are located in close proximity to the Pacific Ocean, as the state’s beaches are highly desirable vacation areas.



Source: Clatsop County GIS

Figure 2

STR Accounts Annual Rental Activity

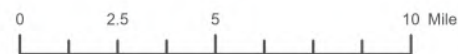
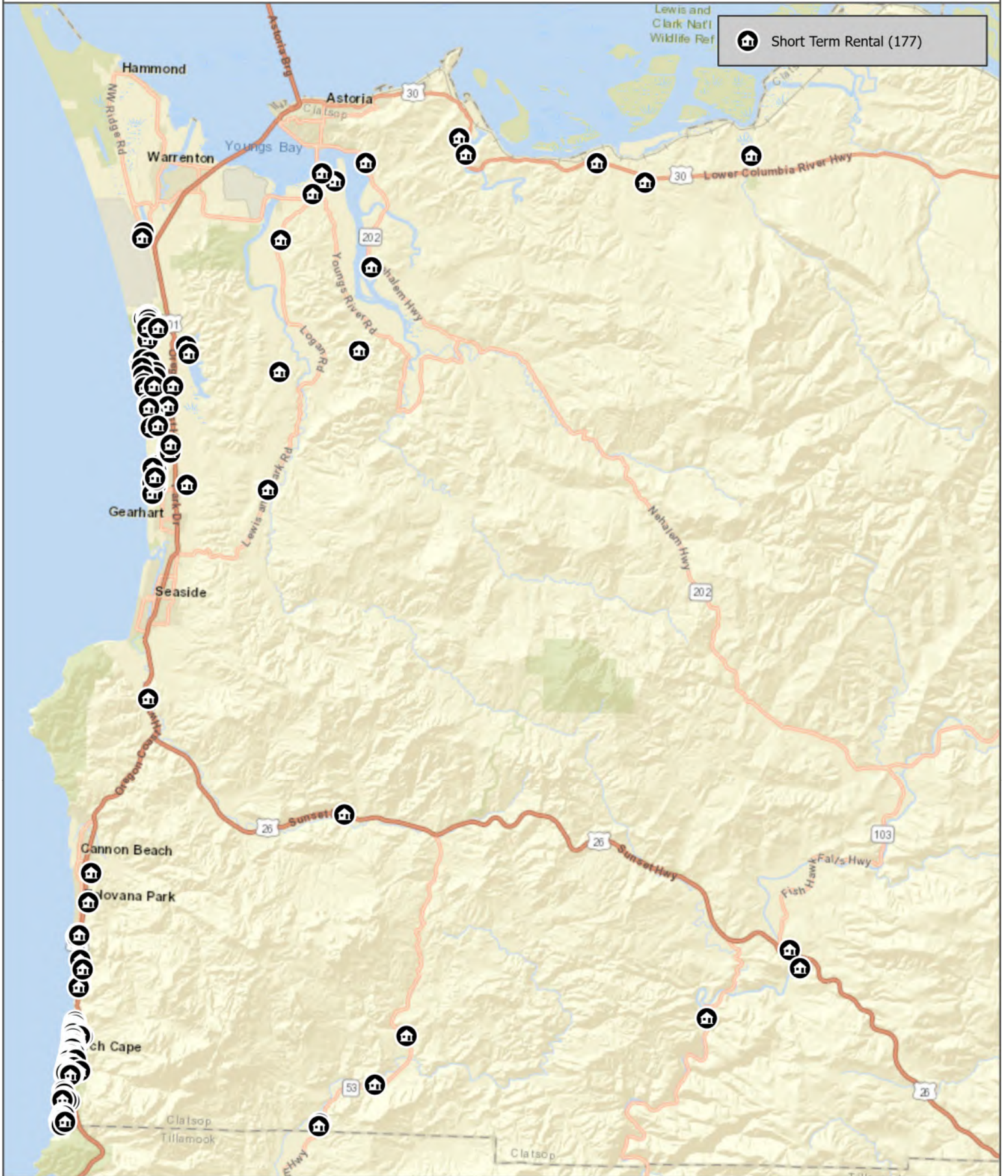


*Percentages are based on the TRT accounts that filed returns for each Quarter in 2021



Clatsop County Short Term Rentals

Figure 3

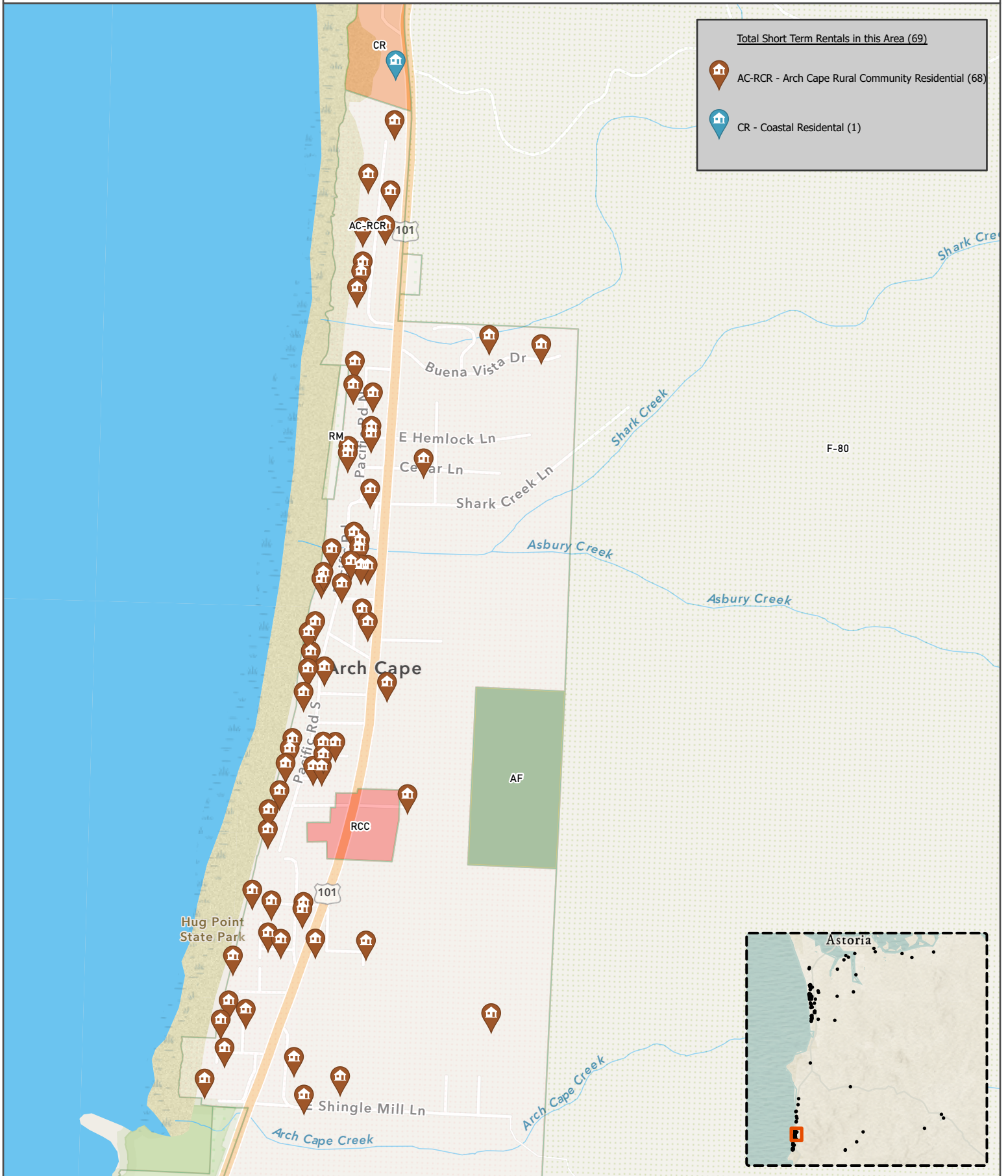




Clatsop County Short Term Rentals with Zoning Designation

Arch Cape

Figure 4



Total Short Term Rentals in this Area (69)

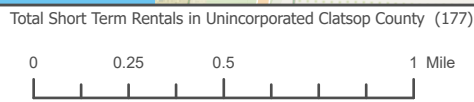
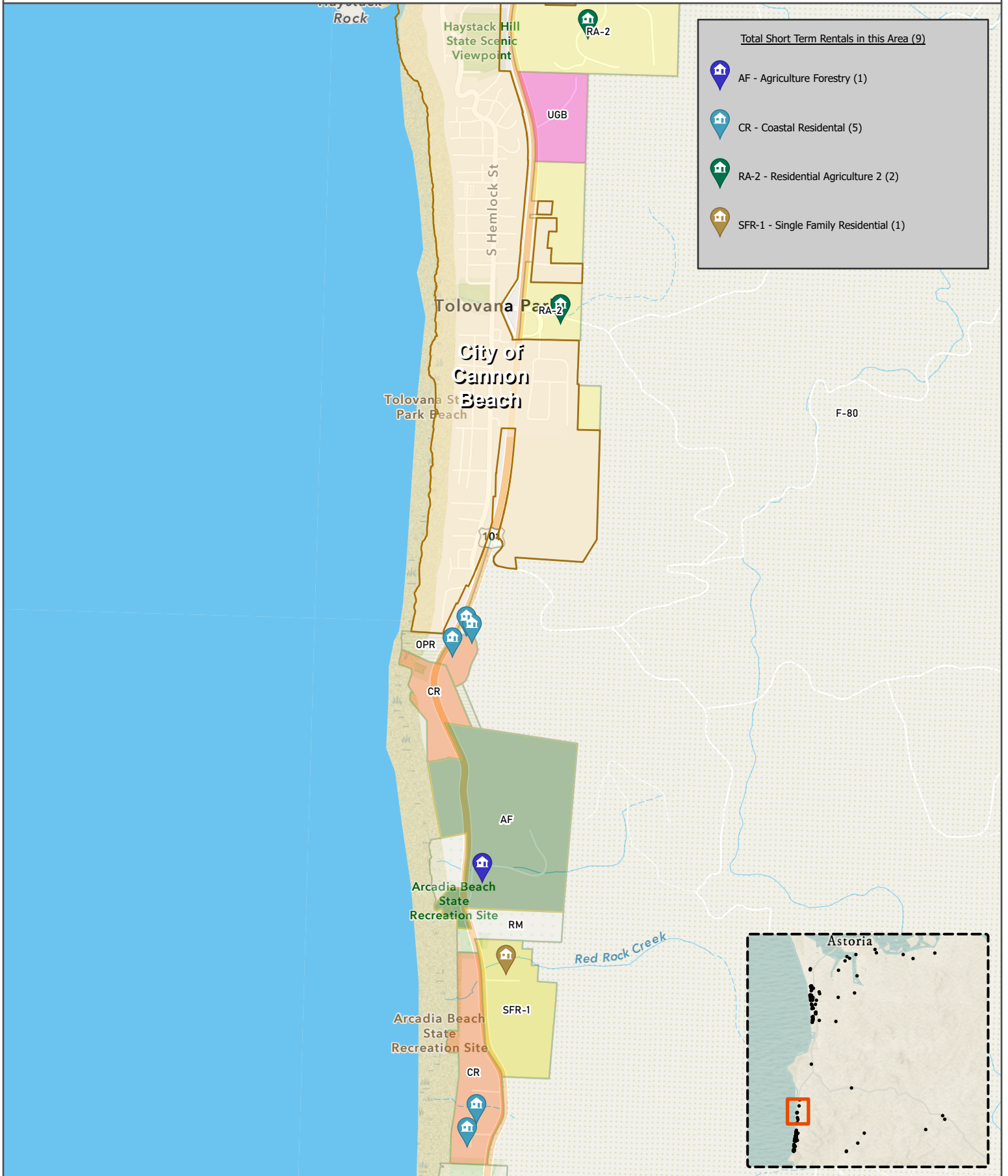
- AC-RCR - Arch Cape Rural Community Residential (68)
- CR - Coastal Residential (1)



Clatsop County Short Term Rentals with Zoning Designation

Cannon Beach Unincorporated

Figure 5

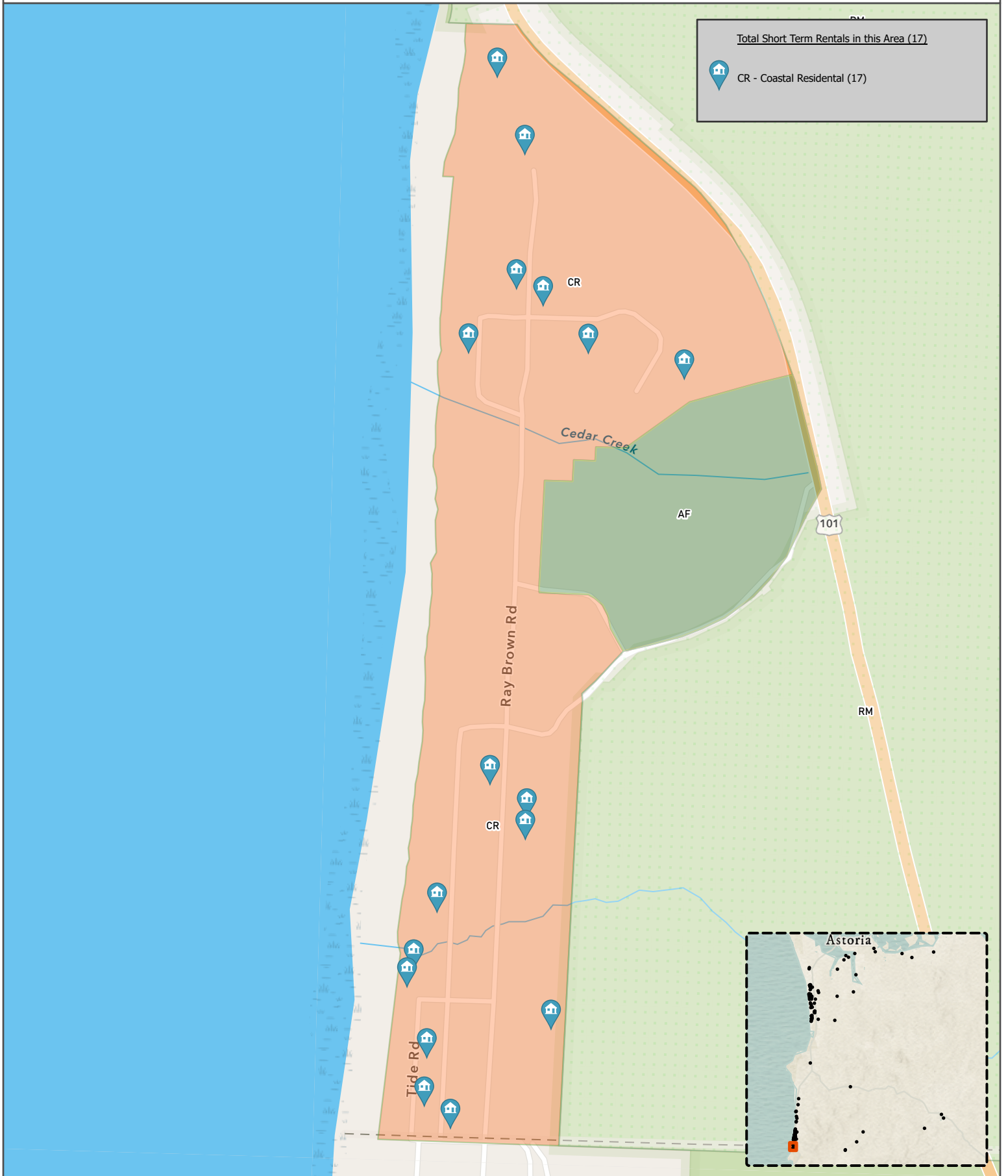




Clatsop County Short Term Rentals with Zoning Designation

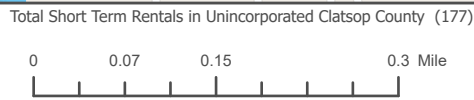
Cove Beach

Figure 6



Total Short Term Rentals in this Area (17)

- CR - Coastal Residential (17)

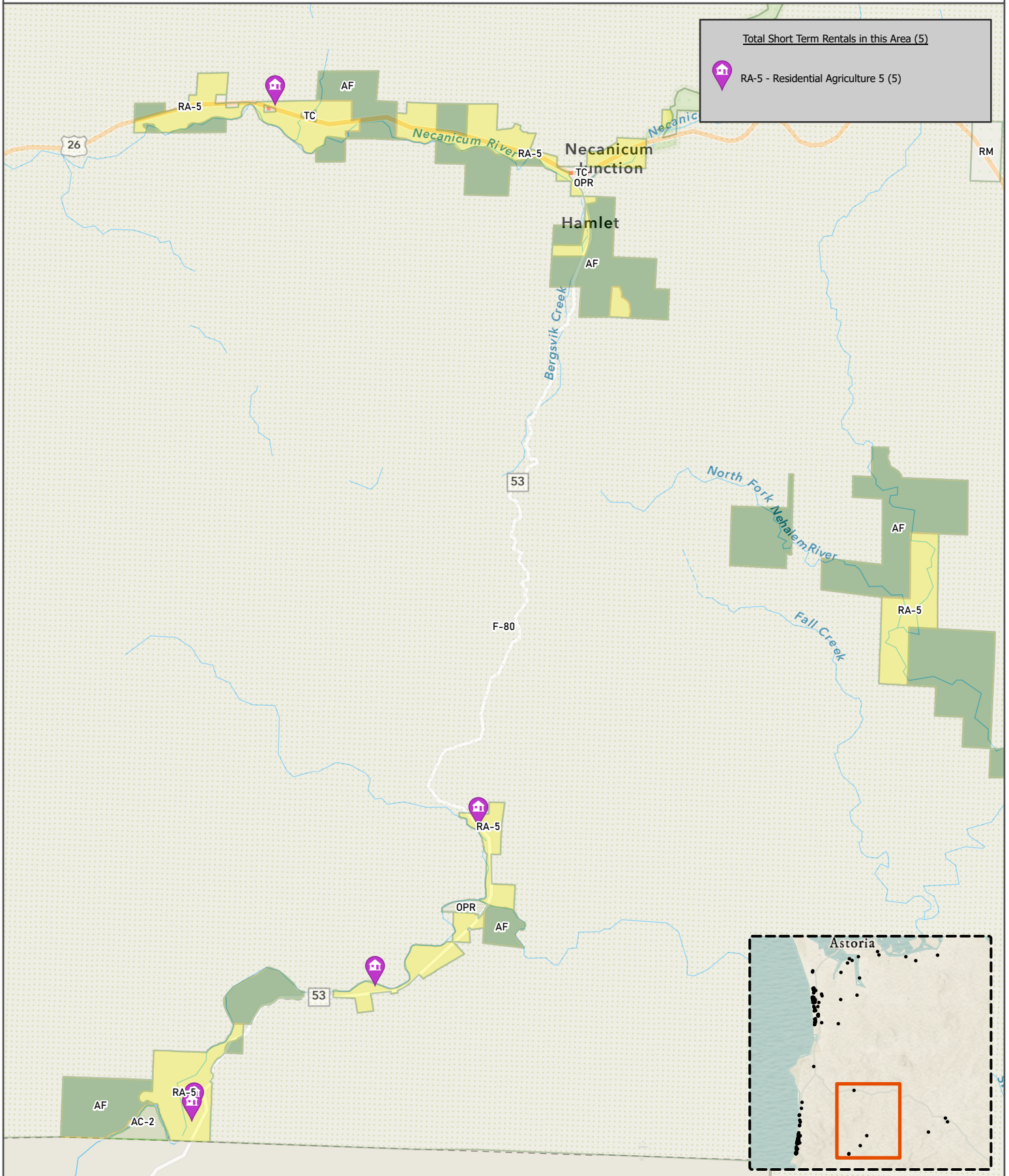




Clatsop County Short Term Rentals with Zoning Designation

Hamlet

Figure 7



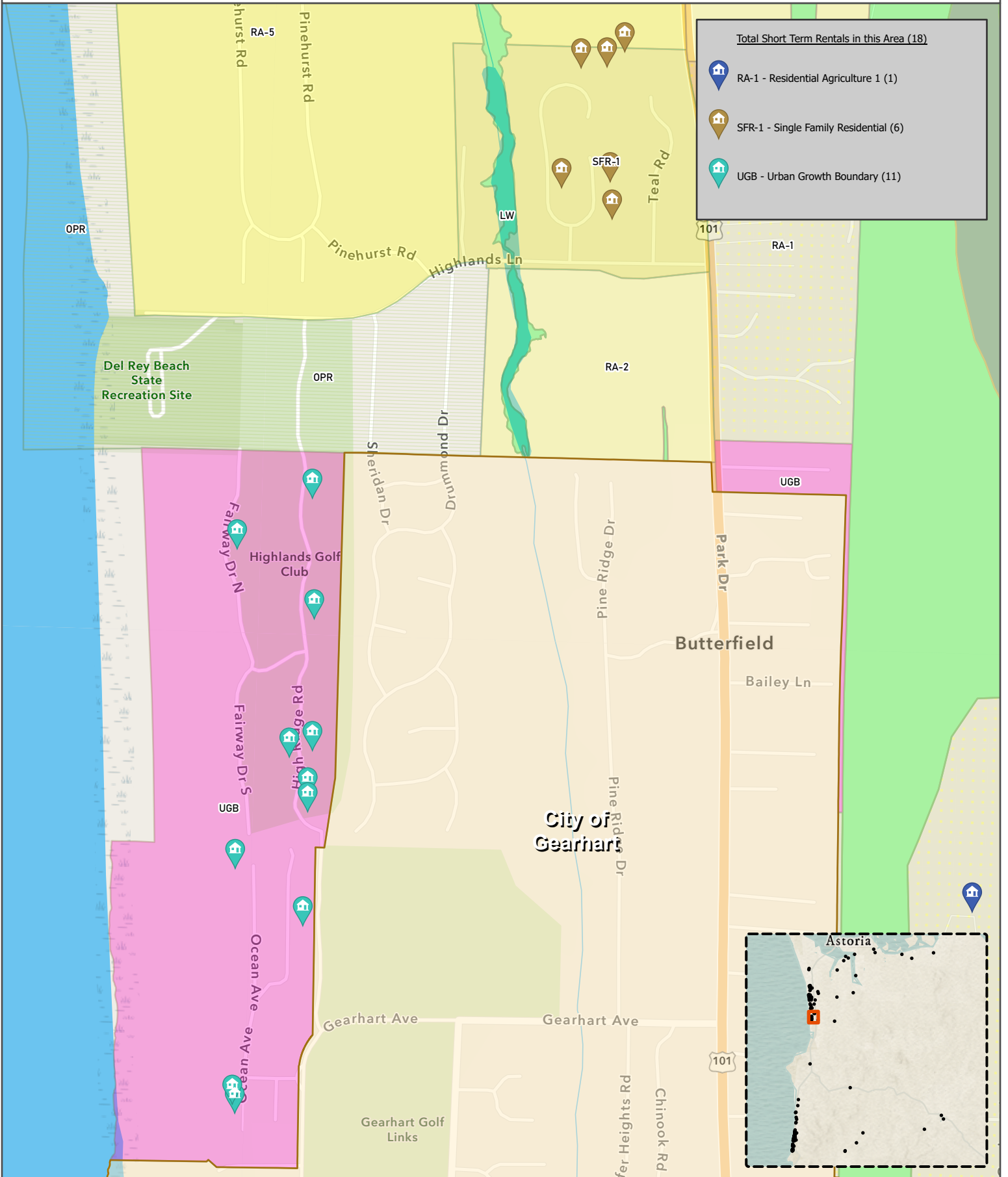
Total Short Term Rentals in this Area (5)

RA-5 - Residential Agriculture 5 (5)



Clatsop County Short Term Rentals with Zoning Designation Highlands

Figure 8

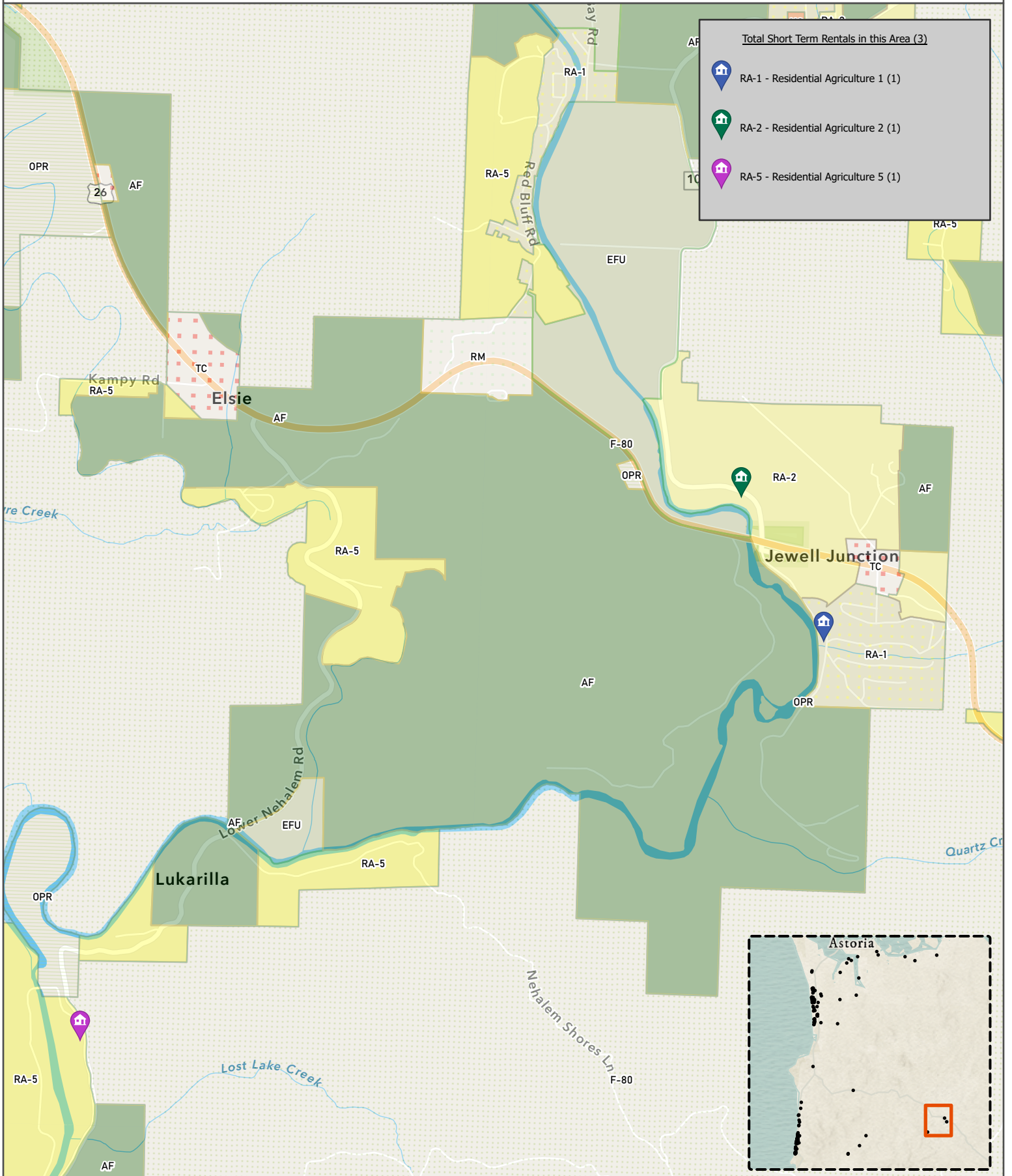




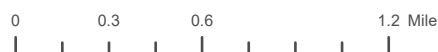
Clatsop County Short Term Rentals with Zoning Designation

Elsie & Jewell

Figure 9



Total Short Term Rentals in Unincorporated Clatsop County (177)







Clatsop County Short Term Rentals with Zoning Designation

Knappa & Svensen

Figure 10



Total Short Term Rentals in this Area (2)

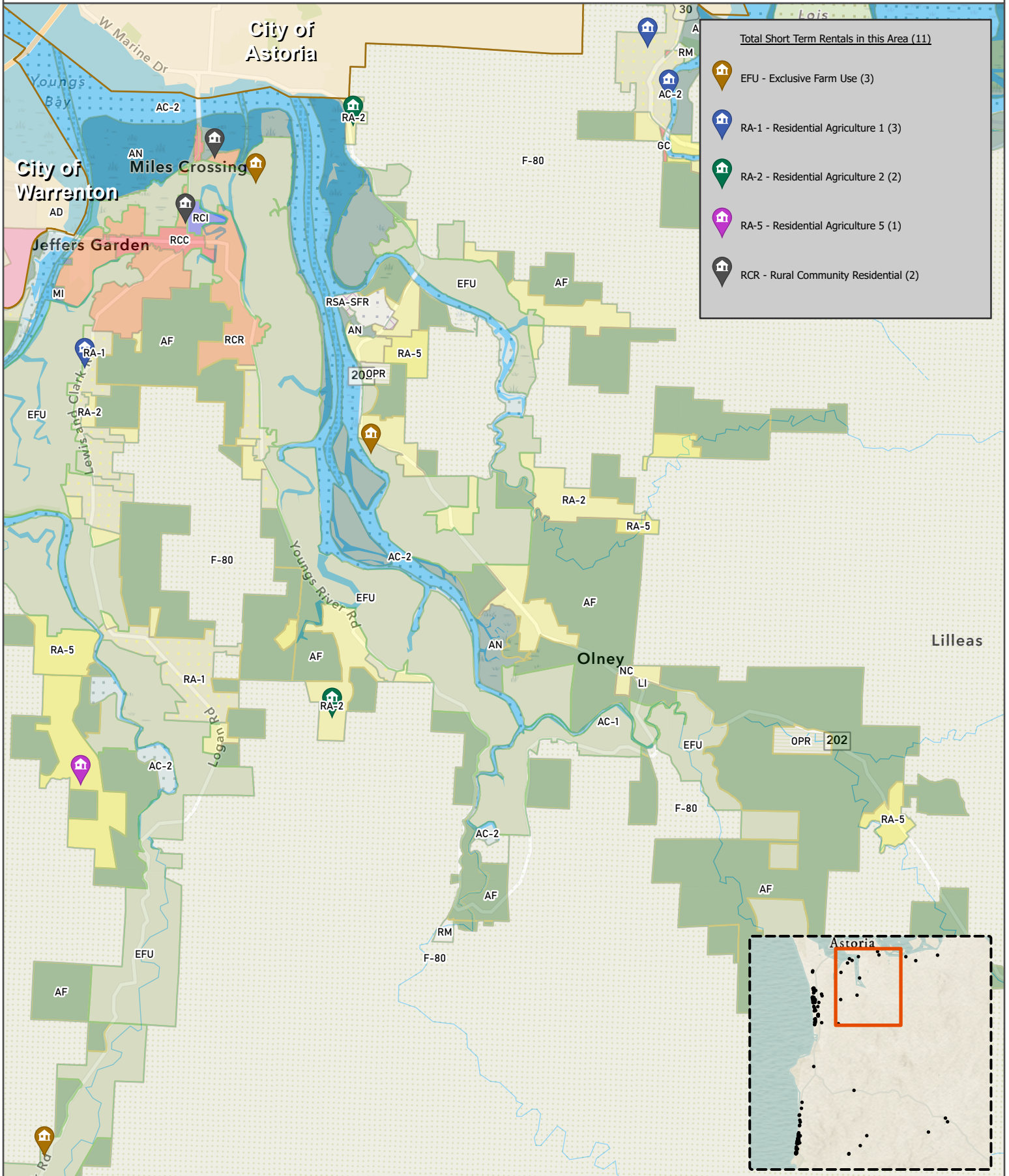
-  EFU - Exclusive Farm Use (1)
-  KS-RCR - Knappa-Svensen Rural Community Residential (1)



Clatsop County Short Term Rentals with Zoning Designation

Lewis and Clark & Olney

Figure 11



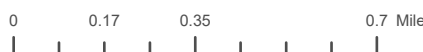
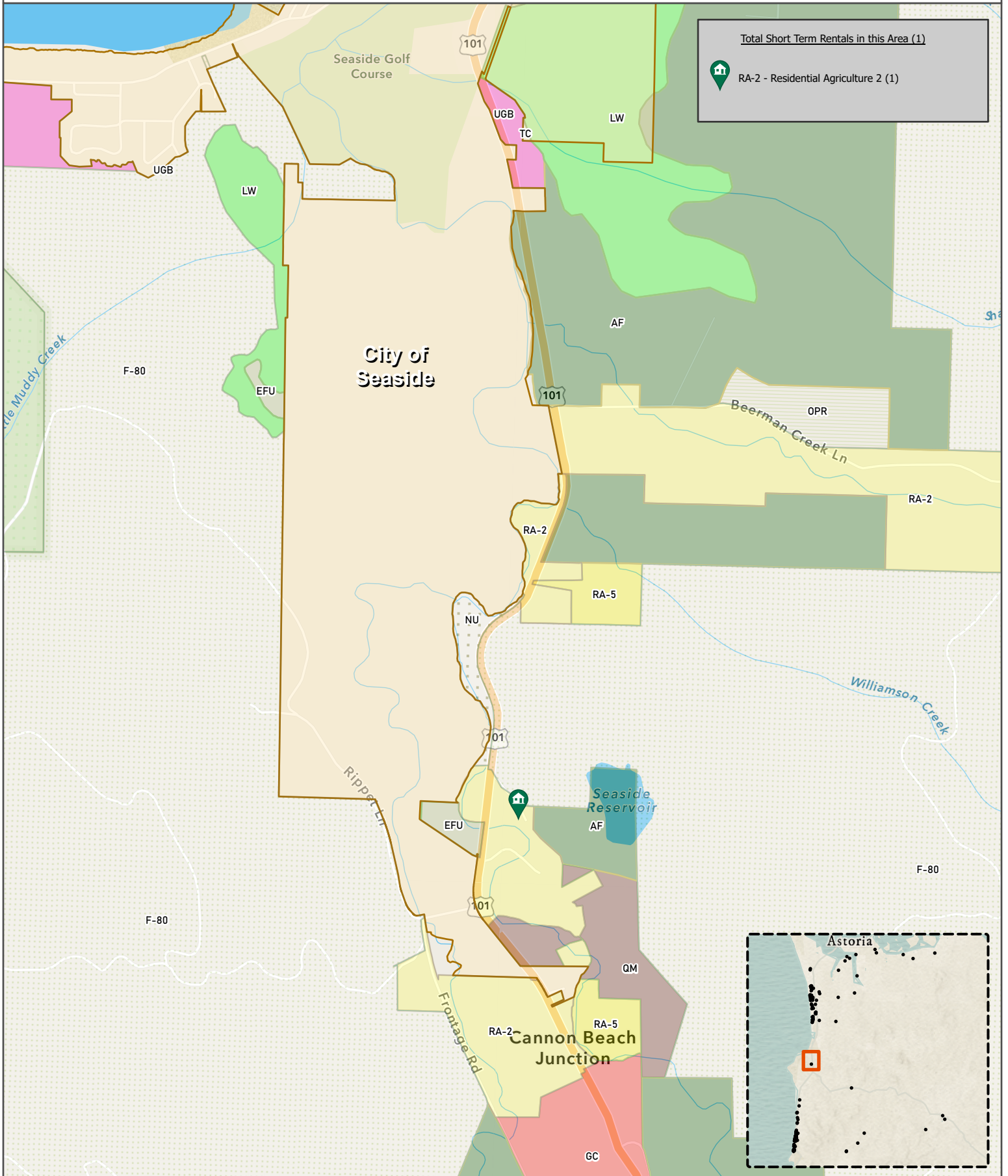
Total Short Term Rentals in this Area (11)

- EFU - Exclusive Farm Use (3)
- RA-1 - Residential Agriculture 1 (3)
- RA-2 - Residential Agriculture 2 (2)
- RA-5 - Residential Agriculture 5 (1)
- RCR - Rural Community Residential (2)



Clatsop County Short Term Rentals with Zoning Designation

Seaside Unincorporated

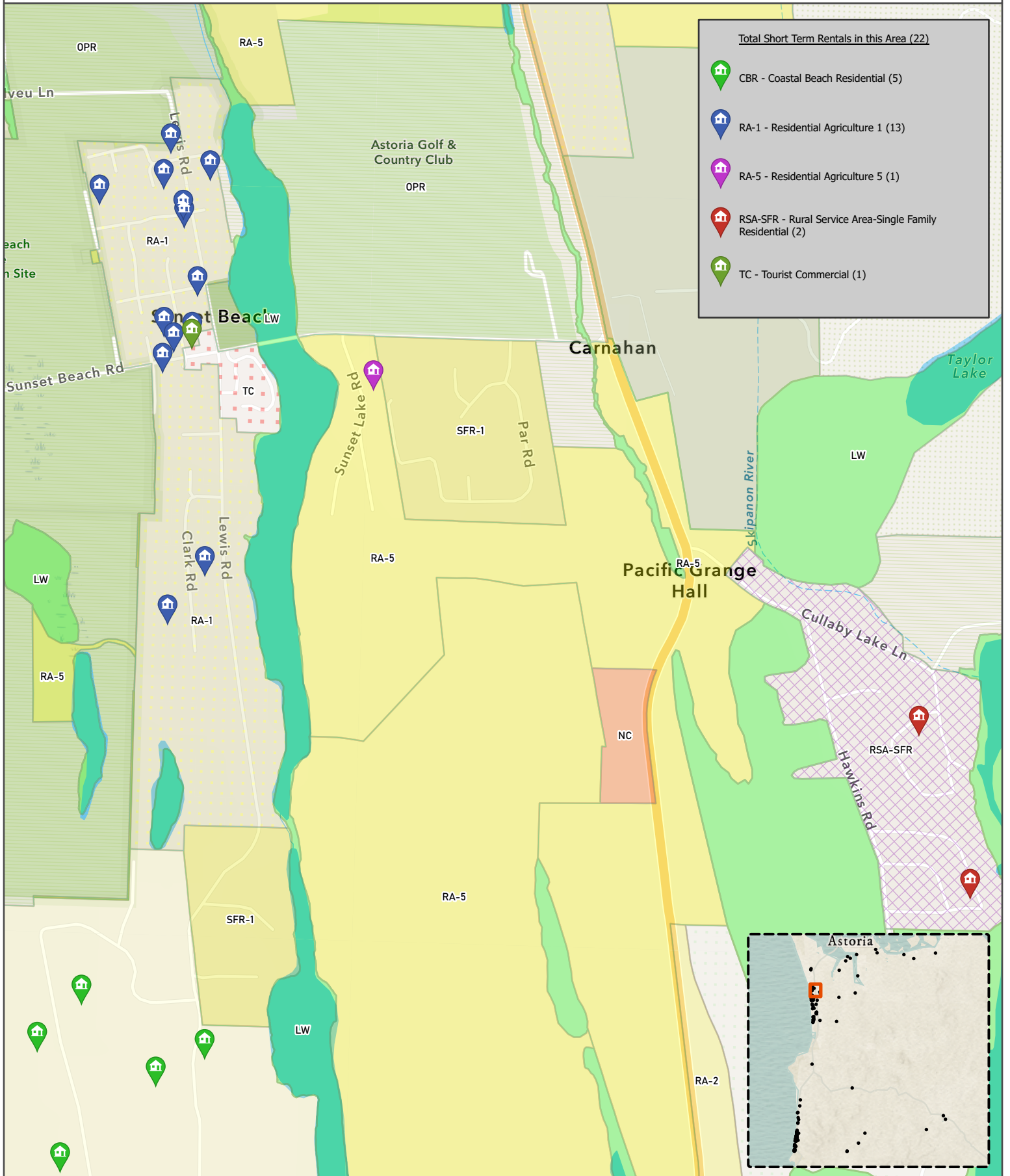




Clatsop County Short Term Rentals with Zoning Designation

Figure 13

Sunset Beach

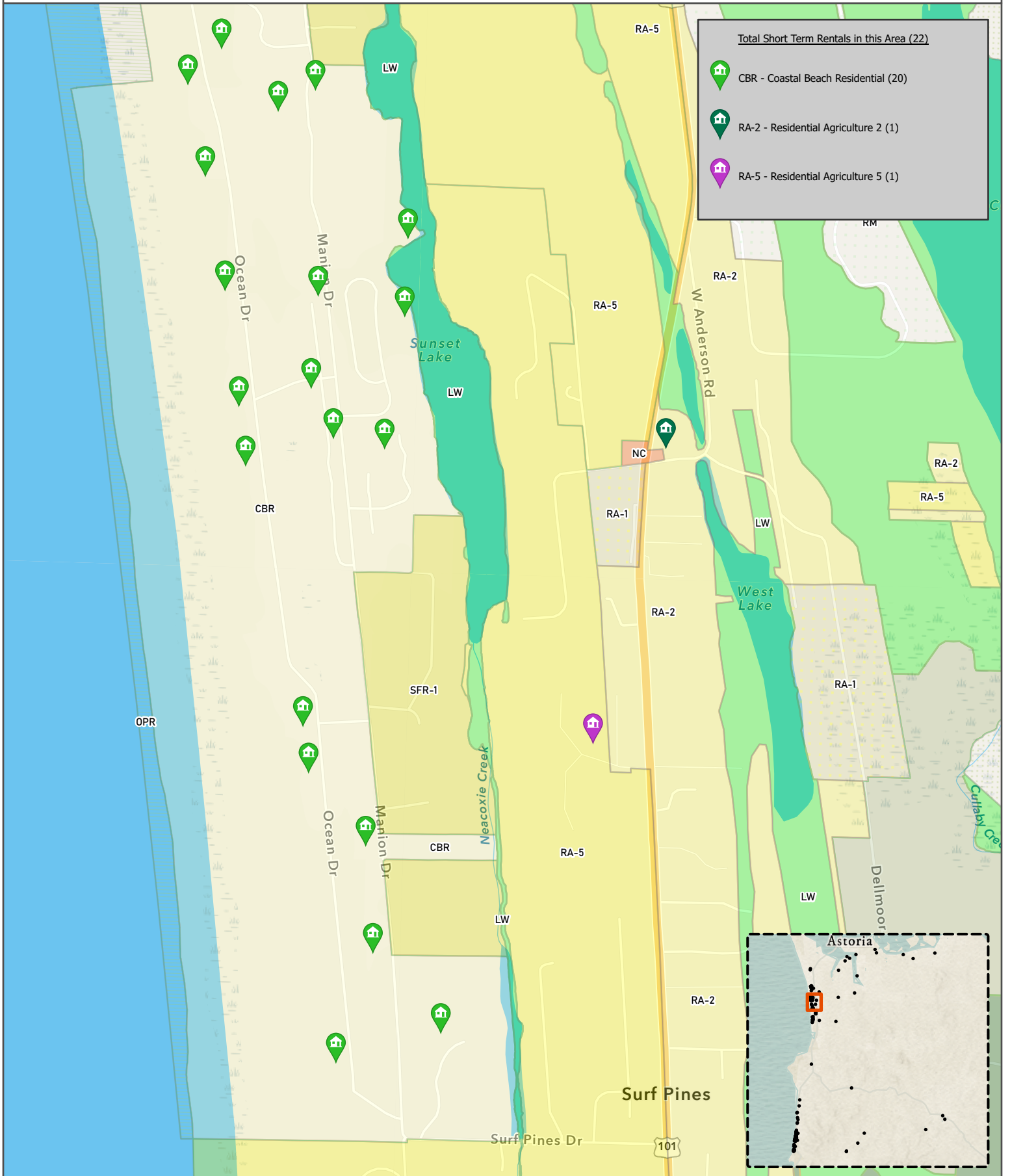




Clatsop County Short Term Rentals with Zoning Designation

Figure 14

Surf Pines



Total Short Term Rentals in Unincorporated Clatsop County (177)

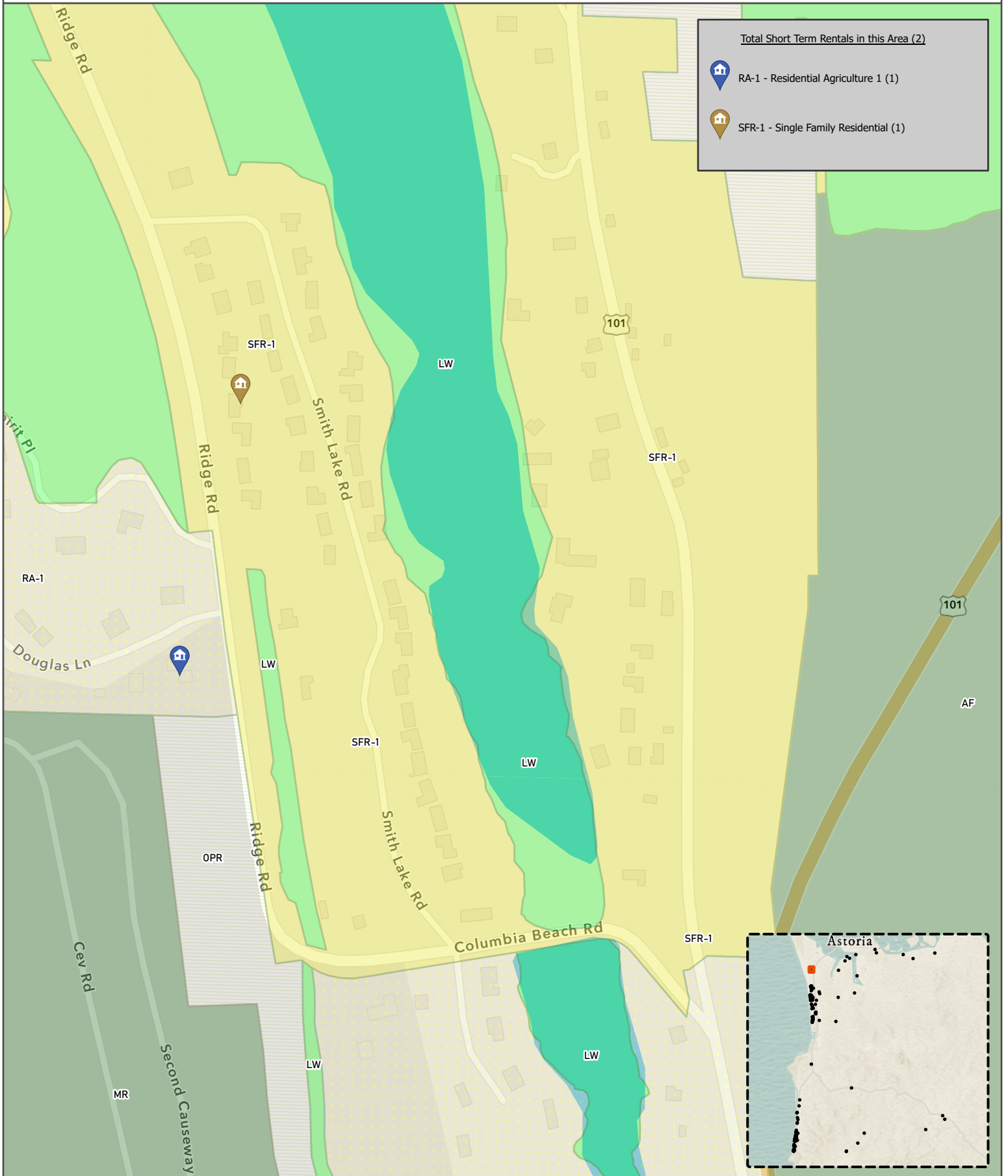




Clatsop County Short Term Rentals with Zoning Designation

Warrenton Unincorporated

Figure 15



Total Short Term Rentals in this Area (2)

- RA-1 - Residential Agriculture 1 (1)
- SFR-1 - Single Family Residential (1)

SECTION 2B: PROPERTY VALUES

Figure 16 details sales information on properties located in the Arch Cape and Cove Beach areas between January 2018 and March 2022. Overall, 12 properties with STR permits were sold during that period. Eight of those properties sold for a higher price than the Real Market Value (RMV). Conversely, 31 non-STR-permitted properties sold during that same time period. Twenty-one of those properties had a sales price higher than RMV. Sixty-seven percent of properties with STR permits were sold above RMV, while 68% of the properties without STR permits were purchased at a sale price above RMV.

Figure 17 details the sale prices of properties in unincorporated areas of Astoria, Warrenton, Gearhart, Seaside and Cannon Beach. The majority of properties sold in these areas **were not** licensed as a short-term rental (19 STR-permitted properties vs. 711 non-STR-permitted properties). Of the 730 total properties in these unincorporated areas that were sold between January 2018 and March 2022, 600 (82.2%) sold above RMV.

The average sale price of STR-permitted properties was \$765,000 with an average RMV of \$707,679. The average sale price of non-STR-permitted properties was \$647,210 with an average RMV of \$565,737. Assuming a 20% down payment on a \$647,210 home with a 30-year mortgage at a fixed rate of 3.633%, the monthly mortgage payment would be \$2,364. That total does not include insurance or taxes. To be considered “affordable” housing costs should not exceed 30% of household income. As noted in Section 2E, below, the median household income in Clatsop County is \$57,466. Based upon this median income, an “affordable” monthly rental payment, including utilities, would be \$1,436.65.

The data in Figures 16 and 17 would appear to indicate that the overall level of demand far exceeds the level of housing supply. This trend, which is occurring nationwide, has been fueled by a combination of factors including low interest rates and increased opportunities for remote work during the pandemic. The data does not demonstrate that short-term rentals have driven up housing prices or that houses are being purchased to be converted to short-term rentals.

The information provided on **Figures 18 and 19** show that single-family housing prices for properties **not** holding an STR permit have risen across the county 22-33% between 2018 and 2021. Single-family residences **with** an STR permit have risen in real market value 5-42% over that same timeframe.

Figure 16

Acct ID	Year Permitted	STR	Sale Date	Ocean-Front	Year Built	Acres	Mult. Accts Sold	Situs Address	Situs City	Total RMV	Sale Price	Sale Price % above RMV
2899	2020	Yes	08/28/19	No	1999	0.11	No	79929 W Beach Rd	Arch Cape	522,907	445,000	-15%
3255	2019	Yes	11/16/18	No	1995	0.57	No	79209 Ray Brown Rd	Arch Cape	646,642	565,000	-13%
3108	2019	Yes	08/21/20	Yes	1941	0.46	Yes	79815 Ocean Point Rd	Arch Cape	893,122	850,000	-5%
2585	2019	Yes	08/28/18	Yes	1951	0.44	No	80416 Carnahan Rd	Arch Cape	1,024,010	985,000	-4%
3175	2018	Yes	08/06/18	No	1997	0.79	No	31912 Clatsop Ln	Arch Cape	451,140	455,000	1%
2728	2020	Yes	05/30/19	Yes	1956	0.20	No	80192 Pacific Rd	Arch Cape	1,185,052	1,200,000	1%
51983	2018	Yes	05/10/18	No	2008	1.01	No	31971 Clatsop Ln	Arch Cape	710,796	735,000	3%
55259	2018	Yes	01/09/18	No	2015	0.22	No	79799 E Beach Rd	Arch Cape	358,780	390,000	9%
3294	2018	Yes	07/15/20	No	1981	0.22	No	78986 Cove Beach Rd	Arch Cape	571,674	655,000	15%
3251	2020	Yes	06/05/20	No	1994	0.46	Yes	79238 Ray Brown Rd	Arch Cape	663,892	775,000	17%
3136	2019	Yes	09/28/18	No	1940	0.21	No	31912 E Shingle Mill Ln	Arch Cape	343,708	475,000	38%
2511	2018	Yes	08/25/21	Yes	1961	1.22	No	79878 Hwy 101	Arch Cape	1,120,426	1,650,000	47%
2% Median												

4
33% sold below RMV

8
67% sold above RMV

Acct ID	Year Permitted	STR	Sale Date	Ocean-Front	Year Built	Acres	Mult. Accts Sold	Situs Address	Situs City	Total RMV	Sale Price	Sale Price % above RMV
54572	N/A	No	07/26/19	No	2007	0.30	No	32073 Cedar Ln	Arch Cape	666,152	585,000	-12%
3212	N/A	No	03/03/21	Yes	1973	0.63	Yes	79364 Ray Brown Rd	Arch Cape	1,082,730	955,000	-12%
2792	N/A	No	08/27/19	No	1962	0.32	No	31972 Donlon Ln	Arch Cape	423,346	375,000	-11%
2658	N/A	No	09/18/20	No	2002	0.60	Yes	32105 Hemlock Ln	Arch Cape	691,703	649,000	-6%
2636	N/A	No	08/22/19	No	2016	0.11	No	31983 Cedar Ln	Arch Cape	419,769	396,000	-6%
3022	N/A	No	06/08/18	No	1962	0.23	No	79804 Fire Rock Rd	Arch Cape	346,756	328,000	-5%
3242	N/A	No	08/19/19	Yes	1965	0.72	Yes	79084 Cove Beach Rd	Arch Cape	832,286	801,200	-4%
2837	N/A	No	05/18/20	No	1997	0.18	No	31948 Star Mooring Ln	Arch Cape	597,125	575,000	-4%
3271	N/A	No	01/15/21	Yes	1972	0.41	Yes	79070 Cove Beach Rd	Arch Cape	1,207,842	1,170,000	-3%
2649	N/A	No	10/15/19	No	2007	0.22	No	32067 Hemlock Ln	Arch Cape	340,940	339,000	-1%
2912	N/A	No	01/15/19	No	1990	0.11	No	79924 W Beach Rd	Arch Cape	473,526	489,000	3%
2767	N/A	No	08/23/18	Yes	1957	0.16	No	80166 PACIFIC RD	Arch Cape	863,482	910,000	5%
2696	N/A	No	11/20/18	No	1993	0.22	No	32103 Buena Vista Dr	Arch Cape	443,768	475,000	7%
2901	N/A	No	03/29/18	No	1981	0.09	No	79917 W Beach Rd	Arch Cape	310,529	336,800	8%
2851	N/A	No	09/25/19	Yes	1990	0.13	No	80090 Pacific Rd	Arch Cape	1,433,533	1,563,000	9%
3023	N/A	No	05/30/18	No	1986	0.20	No	32001 E Shingle Mill Ln	Arch Cape	319,693	355,000	11%
53450	N/A	No	03/22/19	No	1950	0.41	No	79435 E Hwy 101	Arch Cape	339,936	385,000	13%
59438	N/A	No	07/05/18	No	2016	0.23	No	31973 Oceanview Ln	Arch Cape	524,798	595,000	13%
2833	N/A	No	07/26/18	No	2003	0.15	No	31922 Star Mooring Ln	Arch Cape	686,425	780,000	14%
2748	N/A	No	11/14/18	No	2006	0.09	No	80105 PACIFIC RD	Arch Cape	527,699	600,000	14%
2740	N/A	No	02/22/19	No	1955	0.17	No	31960 Montbreacia Ln	Arch Cape	351,957	421,000	20%
2787	N/A	No	09/06/19	No	1957	0.13	No	80149 Pacific Rd	Arch Cape	473,074	574,000	21%
2683	N/A	No	12/28/20	No	2003	0.22	No	32088 Buena Vista Dr	Arch Cape	622,903	855,000	37%
2814	N/A	No	06/22/21	No	1990	0.12	No	79979 Pacific Rd	Arch Cape	471,123	650,000	38%
2577	N/A	No	12/14/20	Yes	1976	0.28	No	80424 Carnahan Rd	Arch Cape	1,086,384	1,500,000	38%
2649	N/A	No	05/27/21	No	2007	0.22	No	32067 Hemlock Ln	Arch Cape	333,609	470,000	41%
2643	N/A	No	09/07/21	No	1978	0.12	No	80331 Pacific Rd	Arch Cape	297,827	500,000	68%
3039	N/A	No	07/21/21	No	1920	1.35	No	32079 E Shingle Mill Ln	Arch Cape	435,146	750,000	72%
3118	N/A	No	04/22/21	No	1952	0.13	No	79784 East Beach Rd	Arch Cape	354,542	625,000	76%
2665	N/A	No	05/26/21	No	1999	0.24	No	32100 Hemlock Ln	Arch Cape	331,749	605,000	82%
3094	N/A	No	09/28/21	No	1940	0.13	No	79812 Cannon Rd	Arch Cape	247,487	451,500	82%
11% Median												

10
32% sold below RMV

21
68% sold above RMV

Clatsop County Single Family Residence Sales: Permitted STR vs. Not Permitted
01/01/2018 through 03/21/2022

Figure 17

Unincorporated Area	Permitted STR	Total Sales	Sold Below RMV		Sold Above RMV	
			# of Sales	%	# of Sales	%
Astoria	Yes	2	0	0%	2	100%
Astoria	No	318	61	19%	257	81%

Unincorporated Area	Permitted STR	Total Sales	Sold Below RMV		Sold Above RMV	
			# of Sales	%	# of Sales	%
Warrenton	Yes	8	1	13%	7	88%
Warrenton	No	250	43	17%	207	83%

Unincorporated Area	Permitted STR	Total Sales	Sold Below RMV		Sold Above RMV	
			# of Sales	%	# of Sales	%
Gearhart	Yes	8	0	0%	8	100%
Gearhart	No	78	13	17%	65	83%

Unincorporated Area	Permitted STR	Total Sales	Sold Below RMV		Sold Above RMV	
			# of Sales	%	# of Sales	%
Seaside	Yes	1	1	100%	0	0%
Seaside	No	44	6	14%	38	86%

Unincorporated Area	Permitted STR	Total Sales	Sold Below RMV		Sold Above RMV	
			# of Sales	%	# of Sales	%
Cannon Beach	Yes	0	0	0%	0	0%
Cannon Beach	No	21	5	24%	16	76%

Clatsop County Median Real Market Values (RMVs) and Assessed Values (AVs), 2018 and 2021

Figure 18

** PROPERTY TAXES ARE CALCULATED BASED ON THE ASSESSED VALUE (AV) **

		Single Family Residence Properties - NOT STR Permitted 79% of SFR Homes in the Area (325 Homes) Median Home Values					
		2018		2021			
Area		RMV	AV	RMV	% change	AV	% change
Arch Cape, Cove Beach, Falcon Cove		489,500	364,014	597,666	22%	407,473	12%

		Single Family Residence Properties - STR Permitted 21% of SFR Homes in the Area (87 Homes) Median Home Values					
		2018		2021			
Area		RMV	AV	RMV	% change	AV	% change
Arch Cape, Cove Beach, Falcon Cove		612,124	404,870	644,150	5%	439,601	9%

		Single Family Residence Properties - NOT STR Permitted 93% of SFR Homes in the Area (114 Homes) Median Home Values					
		2018		2021			
Area		RMV	AV	RMV	% change	AV	% change
Unincorporated Cannon Beach		365,101	270,759	460,622	26%	303,897	12%

		Single Family Residence Properties - STR Permitted 7% of SFR Homes in the Area (8 Homes) Median Home Values					
		2018		2021			
Area		RMV	AV	RMV	% change	AV	% change
Unincorporated Cannon Beach		557,720	348,663	791,929	42%	396,267	14%

		Single Family Residence Properties - Median Home Values					
		2018		2021			
Area		RMV	AV	RMV	% change	AV	% change
Incorporated Cannon Beach		526,533	367,111	654,932	24%	406,077	11%

		Single Family Residence Properties - NOT STR Permitted 99.6% of SFR Homes in the Area (2,306 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Astoria	258,951	173,315	340,626	32%	194,830	12%	

		Single Family Residence Properties - STR Permitted 0.4% of SFR Homes in the Area (10 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Astoria	240,357	158,489	303,433	26%	173,182	9%	

		Single Family Residence Properties - NOT STR Permitted 95% of SFR Homes in the Area (308 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Gearhart	354,459	275,914	463,240	31%	285,103	3%	

		Single Family Residence Properties - STR Permitted 5% of SFR Homes in the Area (16 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Gearhart	531,356	523,183	720,772	36%	573,939	10%	

		Single Family Residence Properties - NOT STR Permitted 97% of SFR Homes in the Area (1,158 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Warrenton	299,623	219,613	398,020	33%	253,286	15%	

		Single Family Residence Properties - STR Permitted 3% of SFR Homes in the Area (42 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Warrenton	340,263	237,559	441,556	30%	274,915	16%	

		Single Family Residence Properties - NOT STR Permitted 99% of SFR Homes in the Area (415 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Seaside	232,554	183,020	284,394	22%	200,910	10%	

		Single Family Residence Properties - STR Permitted 1% of SFR Homes in the Area (6 Homes) Median Home Values					
		2018		2021			
Area	RMV	AV	RMV	% change	AV	% change	
Unincorporated Seaside	281,385	160,318	351,545	25%	175,180	9%	

SECTION 2C: RENTAL UNIT CHARACTERISTICS (CLATSOP COUNTY AND CITIES)

The 2020 American Community Survey 5-Year Estimates for all of Clatsop County estimates an average monthly rent of \$957. **Table 1** details the number of housing units within all of Clatsop County (incorporated and unincorporated areas) and includes information regarding unit age, size and monthly rental payments. Overall, the county’s housing stock is largely owner-occupied (60.7%). The majority of the housing units is comprised of single-family detached dwellings (15,606; 69%). Over fifty-eight percent of the housing stock (13,250 units) is more than 50 years old. Twenty-three percent of the housing stock is over 80 years old.

TABLE 1: RENTAL RATES AND UNIT CHARACTERISTICS

Clatsop County, Oregon (Incorporated and Unincorporated Areas)

Description	Estimate	Percent
HOUSING OCCUPANCY		
Total housing units	22,609	22,609
Occupied housing units	16,019	70.9%
Vacant housing units	6,590	29.1%
Homeowner vacancy rate	1.4%	(X)
Rental vacancy rate	3.5%	(X)
UNITS IN STRUCTURE		
Total housing units	22,609	22,609
1-unit, detached	15,606	69.0%
1-unit, attached	613	2.7%
2 units	1,218	5.4%
3 or 4 units	1,438	6.4%
5 to 9 units	655	2.9%
10 to 19 units	379	1.7%
20 or more units	1,325	5.9%
Mobile home	1,331	5.9%
Boat, RV, van, etc.	44	0.2%
YEAR STRUCTURE BUILT		
Total housing units	22,609	22,609
Built 2014 or later	690	3.1%
Built 2010 to 2013	387	1.7%
Built 2000 to 2009	2,446	10.8%
Built 1990 to 1999	3,400	15.0%
Built 1980 to 1989	2,436	10.8%
Built 1970 to 1979	3,179	14.1%
Built 1960 to 1969	1,345	5.9%
Built 1950 to 1959	1,680	7.4%
Built 1940 to 1949	1,842	8.1%

TABLE 1: RENTAL RATES AND UNIT CHARACTERISTICS

Clatsop County, Oregon (Incorporated and Unincorporated Areas)

Description	Estimate	Percent
Built 1939 or earlier	5,204	23.0%
ROOMS		
Total housing units	22,609	22,609
1 room	541	2.4%
2 rooms	730	3.2%
3 rooms	2,274	10.1%
4 rooms	4,027	17.8%
5 rooms	4,335	19.2%
6 rooms	4,123	18.2%
7 rooms	2,988	13.2%
8 rooms	1,714	7.6%
9 rooms or more	1,877	8.3%
Median rooms	5.4	(X)
BEDROOMS		
Total housing units	22,609	22,609
No bedroom	789	3.5%
1 bedroom	2,146	9.5%
2 bedrooms	6,751	29.9%
3 bedrooms	9,147	40.5%
4 bedrooms	3,026	13.4%
5 or more bedrooms	750	3.3%
HOUSING TENURE		
Occupied housing units	16,019	16,019
Owner-occupied	9,727	60.7%
Renter-occupied	6,292	39.3%
Average household size of owner-occupied unit	2.57	(X)
Average household size of renter-occupied unit	2.21	(X)
YEAR HOUSEHOLDER MOVED INTO UNIT		
Occupied housing units	16,019	16,019
Moved in 2019 or later	1,139	7.1%
Moved in 2015 to 2018	4,836	30.2%
Moved in 2010 to 2014	3,347	20.9%
Moved in 2000 to 2009	3,124	19.5%
Moved in 1990 to 1999	1,736	10.8%
Moved in 1989 and earlier	1,837	11.5%
VEHICLES AVAILABLE		

TABLE 1: RENTAL RATES AND UNIT CHARACTERISTICS		
Clatsop County, Oregon (Incorporated and Unincorporated Areas)		
Description	Estimate	Percent
Occupied housing units	16,019	16,019
No vehicles available	1,427	8.9%
1 vehicle available	5,836	36.4%
2 vehicles available	5,388	33.6%
3 or more vehicles available	3,368	21.0%
SELECTED CHARACTERISTICS		
Occupied housing units	16,019	16,019
Lacking complete plumbing facilities	27	0.2%
Lacking complete kitchen facilities	338	2.1%
No telephone service available	212	1.3%
GROSS RENT		
Occupied units paying rent	5,868	5,868
Less than \$500	313	5.3%
\$500 to \$999	2,909	49.6%
\$1,000 to \$1,499	1,957	33.4%
\$1,500 to \$1,999	483	8.2%
\$2,000 to \$2,499	157	2.7%
\$2,500 to \$2,999	13	0.2%
\$3,000 or more	36	0.6%
Median (dollars)	957	(X)
No rent paid	424	(X)

GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME (GRAPI)

Occupied units paying rent (excluding units where GRAPI cannot be computed)	5,816	5,816
Less than 15.0 percent	1,022	17.6%
15.0 to 19.9 percent	823	14.2%
20.0 to 24.9 percent	677	11.6%
25.0 to 29.9 percent	714	12.3%
30.0 to 34.9 percent	448	7.7%
35.0 percent or more	2,132	36.7%
Not computed	476	(X)

Source: 2020 ACS 5-Year Estimates

SECTION 2D: VACANT STRUCTURES

Per the 2020 Decennial Census there are 23,017 housing units within incorporated and unincorporated Clatsop County. The 177 licensed STRs in unincorporated Clatsop County represent 0.07% of those residential units.

The 2020 Decennial Census identified 17,533 of all housing units (76.2%) as occupied, while 5,484 units (23.8%) were categorized as vacant. The 2020 American Community Survey (ACS) 5-Year Estimates estimated that 16,019 housing units in Clatsop County were occupied. The margin of error for that estimate is ± 399 units.

The Current Population Survey and Housing Vacancies and Homeownership data (CPS/HVS) compiled by the U.S. Census Bureau classifies residential dwellings as “Vacant Housing Units” if:

no one is living in it at the time of the interview, unless its occupants are only temporarily absent. In addition, a vacant unit may be one which is entirely occupied by persons who have a usual residence elsewhere. New units that are not yet occupied are classified as vacant housing units if construction has reached a point where all exterior windows and doors are installed and final usable floors are in place. Vacant units are excluded if they are exposed to the elements, that is, if the roof, walls, windows, or doors no longer protect the interior from the elements, or if there is positive evidence (such as a sign on the house or block) that the unit is to be demolished or is condemned. Also excluded are quarters being used entirely for nonresidential purposes, such as a store or an office, or quarters used for the storage of business supplies or inventory, machinery, or agricultural products. Vacant sleeping rooms in lodging houses, transient accommodations, barracks, and other quarters not defined as housing units are not included in the statistics.

Since 1990, the CPS/HVS also included year-round vacant mobile homes as part of the year-round vacant count of housing units. “Year-round units” are those intended for occupancy at any time of the year, even though they may not be in use the year round. In resort areas, a housing unit which is usually occupied on a year-round basis is considered a year-round unit. Year-round units temporarily occupied by persons with usual residence elsewhere are included with year-round vacant units.

The CPS/HVS classifies vacant units into the following categories:

- Vacant units for rent
- Vacant units for sale only
- Vacant units rented or sold (but owner/renter has not yet moved in)
- Vacant units held off the market

- Units held for occasional use:
- Units temporarily occupied by persons with usual residences elsewhere:
- Other vacant:
 - in need of or under repair/renovation
 - in probate
 - foreclosure
 - preparing to rent/sell)
 - abandoned
 - extended absence

Seasonal Vacant Units, as defined by CPS/HVS are “those intended for occupancy only during certain seasons of the year and found primarily in resort areas. Housing units held for occupancy by migratory labor employed in farm work during the crop season are tabulated as seasonable.”

SECTION 2E: CLATSOP COUNTY INCOME LEVELS AND HOUSING COSTS

Table 2 documents income levels, housing costs and percentage of housing costs for households in Clatsop County (Source: 2020 American Community Survey (ACS) 5-Year Estimates). This data includes both incorporated and unincorporated areas. The 2020 ACS 5-Year Estimates estimate the median owner-occupied housing income as \$71,644. The median renter-occupied household income, however, is \$41,225.

As defined by the U.S. Department of Housing and Urban Development, affordable housing is “housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities.”

As shown on the information on Table 1, households earning less than \$35,000 are more likely to pay more than 30% of their income for housing. A household earning \$35,000 per year would be able to pay up to \$875 per month (including utilities) for an “affordable” housing unit. As also shown on Table 2, 7,649 of the estimated housing units within the County are below the \$1,000 per month price range. The remaining 8,370 units are above \$1,000 in monthly costs.

TABLE 2: HOUSING UNITS AND HOUSING COSTS

Clatsop County, Oregon

	Occupied housing units	Percent occupied housing units	Owner-occupied housing units	Percent owner-occupied housing units	Renter-occupied housing units	Percent renter-occupied housing units
Label	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate

Occupied housing units	16,019	100%	9,727	60.7%	6,292	39.3%
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HOUSEHOLD INCOME IN THE PAST 12 MONTHS (IN 2020 INFLATION-ADJUSTED DOLLARS)

Less than \$5,000	414	2.6%	227	2.3%	187	3.0%
\$5,000 to \$9,999	396	2.5%	100	1.0%	296	4.7%
\$10,000 to \$14,999	575	3.6%	210	2.2%	365	5.8%
\$15,000 to \$19,999	906	5.7%	320	3.3%	586	9.3%
\$20,000 to \$24,999	621	3.9%	288	3.0%	333	5.3%
\$25,000 to \$34,999	1,875	11.7%	933	9.6%	942	15.0%
\$35,000 to \$49,999	2,180	13.6%	1,119	11.5%	1,061	16.9%
\$50,000 to \$74,999	2,922	18.2%	1,891	19.4%	1,031	16.4%
\$75,000 to \$99,999	2,281	14.2%	1,472	15.1%	809	12.9%
\$100,000 to \$149,999	2,564	16.0%	1,960	20.2%	604	9.6%
\$150,000 or more	1,285	8.0%	1,207	12.4%	78	1.2%
Median household income (dollars)	57,466	57,466	71,644	71,644	41,225	41,225

MONTHLY HOUSING COSTS

Less than \$300	675	4.2%	522	5.4%	153	2.4%
\$300 to \$499	1,551	9.7%	1,391	14.3%	160	2.5%
\$500 to \$799	3,372	21.1%	1,907	19.6%	1,465	23.3%
\$800 to \$999	2,051	12.8%	607	6.2%	1,444	22.9%
\$1,000 to \$1,499	3,962	24.7%	2,005	20.6%	1,957	31.1%
\$1,500 to \$1,999	2,256	14.1%	1,773	18.2%	483	7.7%
\$2,000 to \$2,499	931	5.8%	774	8.0%	157	2.5%

TABLE 2: HOUSING UNITS AND HOUSING COSTS

Clatsop County, Oregon						
	Occupied housing units	Percent occupied housing units	Owner-occupied housing units	Percent owner-occupied housing units	Renter-occupied housing units	Percent renter-occupied housing units
Label	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
\$2,500 to \$2,999	445	2.8%	432	4.4%	13	0.2%
\$3,000 or more	352	2.2%	316	3.2%	36	0.6%
No cash rent	424	2.6%	(X)	(X)	424	6.7%
Median (dollars)	1,017	1,017	1,139	1,139	957	957

MONTHLY HOUSING COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME IN THE PAST 12 MONTHS

Less than \$20,000	2,078	13.0%	791	8.1%	1,287	20.5%
Less than 20 percent	126	0.8%	83	0.9%	43	0.7%
20 to 29 percent	148	0.9%	106	1.1%	42	0.7%
30 percent or more	1,804	11.3%	602	6.2%	1,202	19.1%
\$20,000 to \$34,999	2,440	15.2%	1,221	12.6%	1,219	19.4%
Less than 20 percent	394	2.5%	368	3.8%	26	0.4%
20 to 29 percent	695	4.3%	369	3.8%	326	5.2%
30 percent or more	1,351	8.4%	484	5.0%	867	13.8%
\$35,000 to \$49,999	2,065	12.9%	1,119	11.5%	946	15.0%
Less than 20 percent	736	4.6%	568	5.8%	168	2.7%
20 to 29 percent	622	3.9%	161	1.7%	461	7.3%
30 percent or more	707	4.4%	390	4.0%	317	5.0%
\$50,000 to \$74,999	2,866	17.9%	1,891	19.4%	975	15.5%
Less than 20 percent	1,254	7.8%	870	8.9%	384	6.1%
20 to 29 percent	930	5.8%	495	5.1%	435	6.9%
30 percent or more	682	4.3%	526	5.4%	156	2.5%
\$75,000 or more	6,028	37.6%	4,639	47.7%	1,389	22.1%
Less than 20 percent	4,441	27.7%	3,217	33.1%	1,224	19.5%

TABLE 2: HOUSING UNITS AND HOUSING COSTS

Clatsop County, Oregon

	Occupied housing units	Percent occupied housing units	Owner-occupied housing units	Percent owner-occupied housing units	Renter-occupied housing units	Percent renter-occupied housing units
Label	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
20 to 29 percent	1,242	7.8%	1,115	11.5%	127	2.0%
30 percent or more	345	2.2%	307	3.2%	38	0.6%
Zero or negative income	118	0.7%	66	0.7%	52	0.8%
No cash rent	424	2.6%	(X)	(X)	424	6.7%

Source: 2020 ACS 5-Year Estimates

SECTION 2F: HOUSING NEED

The 2019 *Housing Strategies Report* identified a deficit of 1,500 housing units would be required in order to accommodate growth while allowing for a continued supply of vacation rentals.

The recently-completed Regional Housing Needs Analysis, produced by Oregon Housing and Community Services, estimates that 3,020 residential units are needed between the five incorporated cities within Clatsop County over the next 20 years.

TABLE 3: CLATSOP COUNTY INCORPORATED AREAS - NEEDED UNITS

New Units for Each of the Following:

Median Family Income	Single-Family Detached	Single-Family Attached	Manufactured and Other	Multifamily	Total Units	% of Units
+120%	977	0	0	0	977	32.4%
80-120%	466	0	0	0	466	15.4%
50-80%	557	0	0	0	557	18.4%
30-50%	191	0	0	181	372	12.3%
0-30%	36	0	299	313	648	21.5%
Total Units	2,227	0	299	494	1,609	100%

Sources: ECONorthwest analysis; PSU, 2020-2070 Coordinated Population Forecasts; HUD, FY 2018 Income Limits; U.S. Census Bureau, 2018 ACS 1-year PUMS estimates; HUD, 2019 PIT count

SECTION 2G: 2019 HOUSING STUDY

In 2018, Clatsop County partnered with the cities of Astoria, Warrenton, Gearhart, Seaside and Cannon Beach to undertake a [housing study](#). The stated purpose of the study was to find potential solutions to the region’s housing crisis.

The study analyzed the existing housing supply, housing and demographic trends, existing plans and data, including an analysis of the local governments housing goals, policies and codes. The completed document included proposals for initiatives to encourage more production of needed housing types, as well as recommendations on building partnerships and capacity-building strategies.

The final report was issued in January 2019. The 10 recommended strategies included in the report focused on five overarching findings:

- Sufficient supply, but not the right types of housing
- Focus strategies on adding the right types of supply
- Control commercial use of residential land
- Use available residential land efficiently
- Focus on workforce housing

The study has never been formally accepted by the Board of Clatsop County Commissioners and no action has been taken by the Board on recommendations forwarded by the Planning Commission.

APPENDIX A

WORK COMPLETED

MORATORIUM WORK PLAN AND SCHEDULE

WORK COMPLETED

STR MEETING LIST

Below is a list of links to meetings that have occurred related to the issue of short-term rentals.

BOARD OF COMMISSIONERS WORK SESSIONS

- [May 18, 2022](#)
- [February 16, 2022](#)
- [January 26, 2022](#)
- [August 3, 2021](#)
- [June 1, 2021](#)
- [April 20, 2021](#)
- [February 24, 2021](#)

BOARD OF COMMISSIONERS MEETINGS

- [April 27, 2022](#)
- [April 13, 2022](#)
- [December 8, 2021](#)
- [August 25, 2021](#)
- [August 11, 2021](#)

PLANNING COMMISSION WORK SESSIONS

- November 12, 2019

PLANNING COMMISSION MEETINGS

- [March 8, 2022](#)

PUBLIC TOWN HALL MEETINGS

- [January 22, 2022](#)
- [November 12, 2021](#)
- [September 24, 2021](#)
- [July 16, 2021](#)
- [July 9, 2021](#)
- [January 28, 2021](#)
- [January 27, 2021](#)
- [January 26, 2021](#)
- [November 13, 2020](#)
- [October 30, 2020](#)
- [October 14, 2020](#)
- [July 28, 2020](#)

Moratorium Work Plan and Schedule

	2021							2022							
	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
DLCD 45-Day Notice for Moratorium	✓	✓													
Prepare Draft Moratorium Ordinance	✓	✓													
Public Town Hall Meetings – Moratorium Ordinance		✓													
14-Day Public Comment Period – Moratorium Ordinance		✓													
1 st Public Hearing – Moratorium Ordinance (August 11)			✓												
2 nd Public Hearing – Moratorium Ordinance (August 25)			✓												
Moratorium in Effect until December 29, 2021				✓	✓	✓	✓								
Prepare Draft #1 - Combined Ordinance and Revisions	✓	✓	✓												
Public Town Hall Meeting – Draft #1				✓											
14-Day Written Public Comment Period – Draft #1				✓											
Prepare Draft #2 – Combined Ordinance and Revisions					✓										
Public Town Hall Meeting – Draft #2						✓									
14-Day Written Public Comment Period – Draft #2						✓									
Moratorium Extended Until April 28, 2022								✓	✓	✓	✓				
Prepare Draft #3 – Combined Ordinance and Revisions							✓								
Public Town Hall Meeting – Draft #3								✓							
14-Day Written Public Comment Period – Draft #3								✓							
BOC Work Session								✓							
1 st Public Hearing – Combined Ordinance (February 9, 2022)									✓						
ITEM REMOVED FROM AGENDA															
BOC Work Session									✓						
Planning Commission Review of Proposed Amendments										✓					
1 st Public Hearing – Zoning Amendments											✓				
BOARD DIRECTS STAFF TO COLLECT DATA											✓				
1 st Public Hearing – Operating Standards Amendments											✓				
2 nd Public Hearing – Operating Standards Amendments											✓				
Moratorium Extended Until August 26, 2022												✓	✓	✓	✓
BOC Work Session – STR Data												✓			



Public Meeting



Staff



Moratorium

FRAMEWORK

During work session held on February 24 and April 20, your Board provided the following direction to staff:

- Combine the STR operating standards for Arch Cape with the operating standards for the remainder of unincorporated Clatsop County
- Discontinue transferability of STR permits
- Maintain the \$550 STR application fee
- Reduce permit length from 5 years to 2 years
- Revise language to clarify how violations are prioritized and penalties are assessed

During the June 1, 2021, work session, your Board also provided the following direction to staff:

- Bring forward an ordinance declaring a temporary moratorium on the issuance of new short-term rental permits

Your Board did not express an interest in:

- Forming a task force to review the operating standards for short-term rentals
- Developing a cap on the overall number of short-term rentals that would be permitted
- Prohibiting new short-term rentals
- Eliminating existing short-term rentals

Based upon your direction, staff developed the following parameters that were utilized during the three short-term rental town hall meetings that were conducted on September 24 and November 12, 2021, and January 22, 2022:

- No blanket STR prohibition
- No “grandfathering out” of STR units
- One ordinance for entire unincorporated county
- Some complaints and violations not under jurisdiction of County Code Compliance
 - Burn-ban and open fire violations
 - Animals
 - Trespassing
 - Drug/Alcohol Violations
 - Public Urination/Masturbation
- Some complaints are not inherent to STRs – these rules apply to all properties in unincorporated County
 - Lighting (not addressed in STR ordinance, Chapter 8.20, CCC)
 - Noise (quiet hours 10PM-7AM, Chapter 8.12, CCC)
 - Solid Waste Accumulation (Chapter 1.12, CCC)
 - Nuclear Weapons (Chapter 8.08, CCC)
- Common Sense!

On February 16, 2022, the Clatsop Board of County Commissioners directed staff to prepare an ordinance that would add short-term rentals as a permitted use in unincorporated residential zones. Staff prepared the requested revisions as directed by the Board and presented the item to the Planning Commission on March 8, 2022. More detailed background information is included as **Appendix C**.

APPENDIX B

MARCH 8, 2022 PLANNING COMMISSION RECOMMENDATION

PLANNING COMMISSION RECOMMENDATIONS

At its March 8 meeting, the Planning Commission approved the following recommendations to the Board of Commissioners:

- Allow STRs in the AC-RCR, TC, GC, NC, RCC, RSA-MFR, and RC-MFR zones as a Type IIA use (Approved 5-2, with Planning Commissioners Kraushaar and Johnson dissenting)
- Support staff recommendations, but establish a limit on the number of future STRs at a level to be determined (Motion failed 3-4, with Planning Commissioners Orr, Farrar, Powers, and Gardner dissenting)
- Repeal Sections 5.4900-5.4970 and revise Section 4.2620(12), LAWDUC (Approved 7-0)

The table below details the difference between the proposed amendments presented by staff as directed by the Board and the recommendation of the Planning Commission. The table also includes estimated costs to enact the Planning Commission’s recommendations.

APPENDIX B TABLE 1: RECOMMENDATION COMPARISON MATRIX		
	STAFF RECOMMENDATION	PLANNING COMMISSION RECOMMENDATION
PROPOSED AMENDMENT	Allow STRs in the following zones: <ul style="list-style-type: none"> • AC-RCR • TC • GC • NC • RCC • RSA-MFR • RC-MFR • RCR • KS-RCR • RSA-SFR • CBR • CR • SFR-1 • RA-1 • RA-2 • RA-5 • RA-10 	Allow STRs in the following zones: <ul style="list-style-type: none"> • AC-RCR • TC • GC • NC • RCC • RSA-MFR • RC-MFR
POTENTIAL FISCAL IMPACT	\$0	SEE APPENDIX B TABLE 2 BELOW

APPENDIX B TABLE 1: RECOMMENDATION COMPARISON MATRIX

	STAFF RECOMMENDATION	PLANNING COMMISSION RECOMMENDATION
PROPOSED AMENDMENT	Allow STRs as a Type I use: <ul style="list-style-type: none"> • no public notice; • no public hearing • included in \$550 STR permit application fee 	Allow as a Type IIA use: <ul style="list-style-type: none"> • mandatory public hearing • \$1,500 non-refundable application fee in addition to \$550 STR permit fee; • published notice; • mailed public notice; • sign posted on property; • applicant-neighborhood meeting (optional)
POTENTIAL FISCAL IMPACT	\$0	<ul style="list-style-type: none"> • Additional staff time per STR application: 5 HR • Total Staff Time for 77 STR cases: 385 HR • Total Staff Time Cost: \$22,330 • Hearings Officer Cost: \$207/HR • Total Hearings Officer Cost for 77 1-hour hearings: \$15,939 • Cost per sign: \$55 • 77 Additional signs: \$4,235 • Postage: \$13.75/ hearing average • Total postage for 77 hearings: \$1,059 • Newspaper Ads: \$155-250 per legal ad • Total cost 77 newspaper ads: \$11,935-\$19,250
PROPOSED AMENDMENT	Repeal Sections 5.4900-5.4970	Repeal Sections 5.4900-5.4970
POTENTIAL FISCAL IMPACT	\$0	\$0
PROPOSED AMENDMENT	Revise Section 4.0620(12) to indicate that the operating standards have been transferred to the Clatsop County Code	Revise Section 4.0620(12) to indicate that the operating standards have been transferred to the Clatsop County Code
POTENTIAL FISCAL IMPACT	\$0	\$0
TOTAL POTENTIAL FISCAL IMPACT	\$0	\$55,498 - \$62,813
COST PER CASE	\$0	\$720.75 - \$815.75

If the Board chooses to implement the Planning Commission’s recommendations, staff would recommend that the additional costs be transferred to the short-term rental applicant.

In addition to the immediate costs under the Planning Commission’s recommendations that would be incurred by Community Development, there would be transient room tax that would also be potentially be lost as permits expired and were not able to be renewed. These estimated costs are detailed in **Appendix B Table 2**, below.

APPENDIX B TABLE 2: TRANSIENT ROOM TAX ESTIMATES	
Current # of Licensed STRs:	177
FY 2020/21 Transient Room Tax (TRT) ¹:	\$937,223
# STR Permits That Could Renew Under Staff Recommendation²:	172
# STR Permits That Could Renew Under PC Recommendation:	69
Potential TRT Generated Under PC Recommendation:	\$434,956
Potential TRT Loss Under PC Recommendation:	\$502,267

¹ FY 20/21 reported transient room tax

² STRs in resource zones would not be eligible to renew

Source: Clatsop County Assessment Taxation

NOTE: This table does not assume any new applications for dwellings that are not currently licensed as an STR.

APPENDIX C

2019 HOUSING STRATEGIES REPORT



CLATSOP COUNTY HOUSING STRATEGIES REPORT

JANUARY, 2019

TABLE OF CONTENTS

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APPENDIX A: HOUSING NEEDS ANALYSIS MEMO

APPENDIX B: BUILDABLE LAND INVENTORY MEMO

APPENDIX C: POLICY AND CODE REVIEW MEMO

1. Introduction and Overview

Clatsop County and its five local incorporated cities undertook an in-depth study of the current and projected housing conditions across the county, as well as recommended strategies to better align the housing supply with local needs, now and into the future. To this end, a consultant team, guided by local advisory committees and stakeholders, has helped to prepare a set of findings on the housing conditions in the county, and a resulting set of strategies and tools to help address the identified opportunities and challenges. This work is summarized in this report and the technical appendices that accompany it. The Housing Strategies Report provides an overview of key findings, but its main purpose is to provide a set of specific strategies and tools to consider in addressing housing in Clatsop County moving forward.

The strategies presented in this report reflect the following overarching findings that have come to light during this process. These findings apply *on a county-wide basis*, and apply to the individual cities to different degrees:

1) **Sufficient Supply, but Not the Right Types of Housing**

- Technically, there seems to be a sufficient supply of land and number of housing units to meet both current and future needs. However, much of this supply serves the second-home and short-term rental market, leaving insufficient supply for year-round residents to both purchase or rent. In addition, some of the supply of future residential land suffers from a variety of constraints related to natural features and hazards, infrastructure challenges, or other issues.

2) **Add the Right Types of Supply**

- Strategies should focus on adding the right type of supply, meaning home-buying opportunities at affordable price points, and more multi-family rental housing.
- Adding “missing middle” housing types such as townhomes, cottage clusters, and medium-density housing can help to meeting the needs of first-time homebuyers. This housing, if not located in the most sought after beach locations, should be less attractive to second-home buyers.
- Increased multi-family rental housing development should be encouraged to serve the local service, tourism, and other working-class sectors.

3) **Control Commercial Use of Residential Land**

- Non-residential uses of housing units should be discouraged and/or controlled to the extent possible. This includes housing used purely for short-term rental and investment income. It can be helpful to shift the mindset to thinking of these as commercial uses (like a hotel) taking place in residential zones where they may not be appropriate.
- This does not necessarily include second homes, which may be vacant for much of the year, but are not being used as a commercial venture.

4) Use Available Residential Land Efficiently

- Remaining available residential land should be used efficiently. This means encouraging middle- and high-density residential zones to be used for housing at these densities, and not be built out with low-density housing that don't meet the intention of the zones.
- An added benefit of efficient use is that it encourages housing types that may more naturally serve the local residents, including "missing middle" types and multi-family rental housing.

5) Focus on Workforce Housing

- Strategies should focus on the needs of the county's current and future workforce (at all income levels.) While subsidized housing is very important and should be continually expanded, there are also existing programs and institutions for providing units at these lowest price points.
- If more non-subsidized housing is provided for the general market, this has the beneficial effect of allowing some older housing to become available to lower income residents as well.

2. Housing Trends: Summary of Key Findings

A major impetus to this project is the perception that there is a significant imbalance between the housing needs of local residents and the housing that is currently available within the county. This manifests itself in a shortage of housing to rent or buy, the wrong types of units for many permanent residents, and a lack of affordability for many based on local income levels.

The overall findings of our technical analysis of current housing conditions (Appendix A) include:

- There is technically an "oversupply" of housing in Clatsop County based on a simple comparison of number of households to number of housing units. There are 1.4 housing units in the county for each permanent resident household, with an estimated vacancy rate of over 27%.
- However, much of this housing is not available to local residents, resulting in a much lower effective vacancy rate for homes at affordable prices. The disconnect stems from the fact that much of the housing supply in Clatsop County is used for vacation housing, not permanent residences. This situation is more acute in the beach side communities in the south of the county.
- The PSU Population Forecast Program, which generates official forecasts of population growth across the state, projects modest growth across the county and most of the local cities. The exception is Warrenton, which is projected to grow quickly, and Seaside which is projected to grow near the statewide average. Cannon Beach and Gearhart are projected to

experience low population growth due to increasing land constraints that will prevent growth, despite demand.

- There is a forecasted need for over 1,500 new housing units across the county to accommodate current and future residents, while allowing for a continued supply of vacation properties.
- Seventy-three percent (73%) of needed units are projected to be ownership units, and 27% rental units. The large share of ownership units reflects that second homes/vacation homes are included in the “owner” category. In addition, it is estimated that many local renter households might otherwise own a home, if there were units available in the proper price range.
- The growth of short-term rental activity, made easier by new website and app platforms, is likely exacerbating the perceived housing shortage and lack of affordability. While the Oregon Coast has always had vacation rental activity, these technologies have facilitated the management of vacation housing for income generation.
- Investors seeking short-term rental properties likely bid up housing prices for local residents, and also make it attractive to convert traditional rentals for year-round residents into short-term rentals for vacationers.
- There is a full range of housing needed in the future, from single family homes, to townhomes, to apartments, to subsidized affordable housing and emergency shelters. The county should consider the need to add all types of supply for households at a range of incomes.
- Newly-built housing supply will tend to be more expensive housing, as it is up-to-date and in better condition than older housing. However, adding new supply for higher-income households is necessary to allow the older housing supply to “filter” to those with more modest income.
- Denser forms of housing, such as townhomes and condos rather than single family homes, may help create some smaller and lower-priced housing stock that can serve first-time and lower-income buyers. In addition, housing in areas less attractive to tourists (for instance, further from the beach or the town center) may be less likely to be consumed by second home seekers or investors.
- It is estimated that based on preferences, there will still be a strong demand for single-family homes across the county, making up roughly 70% of the 20-year need. However, land constraints may increasingly necessitate encouraging denser forms of housing to provide sufficient units affordable to people with a range of incomes.

The following sections provide a set of Strategies and Tools to consider to address the housing conditions identified through this project. The final section of this report provides an implementation roadmap to guide next steps.

3. Land Supply

The overall findings of our assessment of land supply and capacity in Clatsop County and its cities (Appendix B) include:

- On a county-wide basis and in most of the individual cities within the County, there is an adequate supply of buildable residential land to meet future projected housing needs.
- The supply of residential buildable land is concentrated in north County (Warrenton and Astoria); the relative supply – both in terms of total acres and in terms of the potential surplus of buildable land – is much lower in the cities of Gearhart, Seaside and Cannon Beach.
- The City of Seaside shows a forecasted deficit of buildable residential land.
- Constraints on and cost of land in Cannon Beach may make it impractical for the City to actually meet future housing needs, particularly in terms of the ability to construct housing at prices affordable to low and moderate income households.
- Each city has a supply of land zoned for medium and high density development. However, lower density development is allowed in many of these zones. If a significant amount of lower density development occurs in higher density zones, the supply of needed higher density land could be compromised.
- There is a substantial supply of buildable residential land in the unincorporated portions of Clatsop County, including within several unincorporated communities where urban-level zoning and community water and sewer systems are in place. However, many of these areas lack a full set of commercial and other supportive services and the ability of local sewer and water systems to serve the amount of development allowed under existing zoning is not completely known. Furthermore, Oregon’s statewide land use planning system is focused on directing growth into urban areas.
- Much of the remaining supply of buildable residential land in the cities of Cannon Beach, Seaside, and Gearhart is in the form of infill lots in single-family zones. Reducing obstacles to the development of these areas will be essential to meeting future housing needs in these communities.

Stated simply, there is enough land within the County in total to meet the needs of future population and housing needs on a County-wide basis. However, the relative ability of individual jurisdictions to meet these needs varies and to large degree. In addition, the location of vacant land, natural resource constraints, ownership patterns, and land prices create challenges to the future development of land in a way that meets local housing needs, particularly for lower and moderate income households and workers. Following is a summary of strategies recommended to address land supply issues.

Strategy 1: Ensure Land Zoned for Higher Density Uses is not Developed at Lower Densities

Applicable jurisdictions: All cities and county

Most of the cities in Clatsop County allow for development of new single family detached homes in their medium and high density zones. While having a mix of housing types in these zones is not in and of itself a bad thing, it is important to preserve an adequate supply of land designated for medium and high density for higher density housing forms – townhouses, triplexes, four-plexes and multi-family dwellings. This is important from both a land efficiency perspective and to make sure that each city continues to have an adequate supply of land available for these types of housing.

Specific actions to implement this strategy include:

- Establish minimum density standards as described in *Policy and Development Code Strategy #2 (next section)*.
- Update development codes to not allow (or prohibit) new single-family detached housing in high density zones.
- Allow single-family detached homes in medium density zones only if they meet minimum density or maximum lot size requirements.
- Allow continued use and repair of single-family homes in these zones and allow conversion of larger single-family homes into multi-unit dwellings (e.g., duplexes or triplexes).

This strategy should be coordinated with *Policy and Development Code Strategy #2 (next section)*.

Strategy 2: Further Study the Potential Need for a UGB Amendment in Seaside to Help Meet South County Housing Needs

Applicable jurisdictions: Seaside and Cannon Beach

The results of this project and the recent Housing Needs Analysis indicate a potential deficit of residential land in Seaside. This issue should be evaluated in more detail and should take into account the following additional factors and potential opportunities:

- **Efficiency Measures.** Ultimately, under the Goal 10 process, cities in Oregon must demonstrate that they have considered and/or undertaken measures to use land efficiently prior to expanding their urban growth boundaries. A number of the other strategies outlined in this report, particularly those described in Section 4 would be considered efficiency measures. While the City is not obligated to undertake or implement every possible efficiency measure, it should demonstrate that it has considered whether or not a given efficiency measure can be implemented effectively and to what degree it will impact residential land needs.
- **Regional Land Needs.** Oregon's land use planning framework requires individual cities to provide adequate land to meet 20-year housing and employment needs. Regional approaches to meeting land needs are allowed in the Portland metropolitan area and in the Salem Keizer area where regional UGBs are in place. Eugene and Springfield also took a

regional approach to amending their joint UGB until 2015. Outside of those areas, each city is required to meet its own land needs. While the cities of Cannon Beach and Seaside are not contiguous, it makes some sense to the two cities to coordinate with each other, Clatsop County and the state to consider strategies to meeting their combined housing land needs. This is particularly important given significant constraints on available land in Cannon Beach that can cost-effectively be developed at prices affordable to low and moderate income households. Discussions between all parties about considering future UGB amendments in Seaside that can help meet land needs for both cities are recommended.

- **Affordable Housing UGB Amendment.** In 2016, the Oregon Legislature passed House Bill 4079 (HB 4079) which formed a pilot program to help cities build affordable housing. The program allows two cities to add new housing units on lands currently outside their UGBs without going through the normal UGB expansion process. Applications for pilot communities were due in 2018. While the deadline for use of this program for Seaside or other communities in Clatsop County has passed, this program may offer future opportunities if it is expanded or extended. Seaside and potentially other Clatsop County communities should investigate potential use of this opportunity through communication and coordinate with Oregon Department of Land Conservation and Development (DLCD) staff.

Strategy 3: Refine BLI Data and Results

Applicable jurisdictions: Warrenton and Astoria

During this study, the cities of Warrenton and Astoria in particular identified the need for potential refinements to the BLI data and findings associated with their communities. These issues should be further evaluated and the BLI findings subsequently refined as needed.

The City of Warrenton noted significant potential constraints with wetlands on the feasibility and cost of future development. Given the amount of land in Warrenton subject to these potential constraints, it will be important to further assess them. The City of Warrenton received a housing grant from DLCD to conduct a more detailed BLI and housing needs assessment. That project is underway and these issues are expected to be evaluated as part of that effort.

The City of Astoria noted major constraints associated with federally owned land within the UGB. This land is shown as potentially buildable in the current BLI results but may not in fact be available for development during the planning period, based on constraints associated with federal ownership and management of this area. The City should work with other government agencies to clarify the status of this land and remove it from the BLI as appropriate. This ultimately could be done through one of several alternative actions, including but not limited to the following:

- Draft findings based on further consultation and analysis demonstrating that this land should not be considered as buildable within the 20-year planning period.
- Rezone the property to a resource designation that precludes future development.

- Remove the land from the UGB through a UGB swap which would allow inclusion of other land that could help meet future housing needs. UGB land exchanges of 50 acres or less are subject to less restrictive requirements than UGB expansions of over 50 acres.

Strategy 4: Further Assess and Address Infrastructure Issues

Applicable jurisdictions: Unincorporated Clatsop County and Gearhart

This study indicated a substantial potential supply of buildable land in unincorporated portions of the County, including land in several unincorporated communities that is zoned for urban levels of development and potentially served by local sewer and water districts. However, there are several potential constraints on this land that affect its ability to meet long-term housing needs. In some cases, these areas have limited commercial and institutional services available to meet the needs of future residents. In other cases, land in these areas is only zoned to allow for single-family detached housing and cannot accommodate denser forms of development. Efforts to rezone properties or otherwise allow for denser forms of development have proven challenging in these areas in the past. Finally, the capacity of local sewer and water districts to serve future development is not clearly known. Additional analysis and clear communication about realistic infrastructure capacity in these areas is needed to help inform assessments of residential development capacity in these areas.

The City of Gearhart does not have a municipal sewer system. As a result, residential development can only occur on properties large enough to support on-site septic systems. Given the supply of residentially zoned land in Gearhart and future population growth projections there, the amount potential future development likely will make it cost-effective to develop a municipal wastewater system. However, other strategies such as package wastewater treatment systems or collection and off-site treatment of wastewater could potentially allow for cost-effective higher intensity development in Gearhart and could be explored as a strategy for meeting a broader array of housing needs in the city.

4. Policy and Development Code

Broad land supply policies and decisions are not the only lever by which Clatsop County jurisdictions can affect the housing market and housing needs. Comprehensive plan policies and development code regulations can directly influence housing development by reducing regulatory complexity, removing unnecessary obstacles, and encouraging specific housing types. For this reason, this study included a review of the comprehensive plans and development codes of each jurisdiction. Conceptual ideas for policy and code changes were identified based on this review. Most of these strategies are generally applicable to most jurisdictions in the County; however, some strategies may be more or less appropriate for different jurisdictions based on land supply conditions, local housing

market factors, or infrastructure availability or capacity. The applicability of each strategy is noted in the description of the strategy.

Policy and Code Assessment

The following policy and development code strategies were identified based on a review of each jurisdiction's existing comprehensive plan and development code. This review assessed the extent to which the plan policies or code regulations addressed 11 policy issues and nine (9) code issues related to housing development. The assessment focused on the Housing Element of local Comprehensive Plans and primarily on the regulations pertaining to the residential zoning districts in each jurisdiction's development code. The strategies identified below are grounded in this assessment and informed by the conditions and needs identified in the housing needs analysis and buildable land inventory. The strategies are conceptual ideas for potential changes that are broadly applicable; however, they should be tailored to address specific needs and concerns within each community.

Strategy 1: Adopt Supportive and Inclusive Comprehensive Plan Policies

Applicable jurisdictions: All cities and county

The Housing Element of local Comprehensive Plans establish the policies that guide residential development in each community. These policies are important because they institute aspirational goals and principles for meeting the housing needs of the community. The policies are also important because they establish formal criteria and guidelines for land use decisions that pertain to housing. Per state land use law, individual development applications, single-parcel zone changes, and broader zoning amendments must all demonstrate consistency with the housing policies of the comprehensive plan.

The policy and code review evaluated the degree to which each comprehensive plan addressed 11 key policy issues. Clatsop County jurisdictions generally addressed the following four housing policy issues sufficiently in the comprehensive plan:

1. Supports Statewide Planning Goal 10
2. Emphasizes affordable housing needs
3. Supports partnerships
4. Encourage a variety of housing types

The degree to which each comprehensive plan addressed the remaining 7 policy issues varied, however, indicating an opportunity to amend the policies to better address important housing needs and goals that have been identified through this study. These policy issues are wide-ranging and inclusive: they may establish support for broad principles, such as Fair Housing or flexible zoning, or identify the need to provide for specific housing types, such as accessory dwelling units or manufactured homes.

These policy issues are identified in Table 1, and an example policy statement is provided to demonstrate one way to articulate the policy idea. Jurisdictions are encouraged to modify and tailor policy language, with input from community members and decision-makers, to best reflect local needs and conditions. Perhaps most importantly, updating the comprehensive plan to address these housing goals presents an opportunity for the community to consider and find how these issues fit within the broader comprehensive plan policy goals, such as transportation, livability, and economic vitality. For more detail on each policy issue and the existing policies of each comprehensive plan, see Appendix C – Policy and Code Review Memorandum.

Table 1. Recommended Comprehensive Plan Policy Updates

Policy Issue	Example Language
1. Affirms Fair Housing goals	<p><i>Foster inclusive communities, overcome disparities in access to community assets, and enhance housing choice for people in protected classes throughout the city by coordinating plans and investments to affirmatively further fair housing (City of Portland).</i></p> <p><i>Continue to work with the Washington County HOME Consortium to identify impediments to fair housing and develop strategies to address them (City of Beaverton).</i></p>
2. Supports mixed use development	<p><i>Increase opportunities for higher density mixed use development in the Downtown Urban Renewal District, Washington Square Regional Center, Tigard Triangle, and designated Corridors to enable residential uses to be located in close proximity to retail, employment, and public facilities, such as transit and parks (City of Tigard)</i></p>
3. References accessory dwelling units	<p><i>The City shall allow accessory dwelling units in appropriate residential districts, but shall require that they are compatible and blend into the overall residential environment. (City of Tigard)</i></p>
4. Supports flexible zoning	<p><i>Provide flexible development standards for projects that exceed the minimum requirements for natural resource protection, open space and public gathering places, and energy efficiency (City of Beaverton).</i></p>
5. Addresses land supply goals	<p><i>Goal 1. Housing Supply and Variety.</i> <i>Provide a sufficient quantity and variety of housing to meet community needs.</i></p> <p><i>Policy 1. Annex where feasible and zone an adequate supply of residential land outside the tsunami inundation zone to accommodate the city’s housing needs.</i></p> <p><i>Policy 2. Promote a variety of residential densities and housing types in all price ranges to meet a range of housing needs.</i></p>

Policy Issue	Example Language
6. Supports manufactured homes	<i>Policy 3. Revise plan designations, zoning districts and regulations as needed to implement the mix of housing indicated in the adopted Housing Needs Analysis. (City of Lincoln City)</i>
	<i>Encourage preservation of mobile home parks as a low/moderate income housing option. Evaluate plans and investments for potential redevelopment pressures on existing mobile home parks and impacts on park residents and protect this low/moderate income housing option. Facilitate replacement and alteration of manufactured homes within an existing mobile home park. (City of Portland)</i>

Strategy 2: Establish Minimum Density Standards

Applicable jurisdictions: All cities

As described in the Land Supply section, most Clatsop County jurisdictions, and the county as a whole, have a sufficient supply of residentially zoned land to meet the projected 20-year housing needs in the County. Land supply conditions vary among the cities in Clatsop County, however; the beach communities of Seaside and Cannon Beach have a more limited supply of buildable residential land, and more of the existing housing stock is consumed by the short-term rental market. In these communities, it is imperative that the remaining buildable land be used efficiently by developing at or near the maximum density of the zoning district. In cities where residential land supply is less constrained, it remains critically important the remaining buildable residential lands are developed at or near maximum planned densities, for several reasons:

- The buildable land inventory for this study assumed that development would occur at the maximum density of the zone. If actual built densities were significantly lower, it increases the risk that the community will not be able to meet the projected 20-year housing need.
- The short-term rental market will continue to absorb a portion of the existing housing stock, so it is essential that remaining buildable lands produce enough units to help mitigate or offset the consumption of a portion of the housing stock for this use.
- Every community in Clatsop County faces significant physical and natural constraints on future UGB expansions. Thus, even if there is sufficient land to meet the 20-year housing need, it remains uncertain how communities in the region will meet even longer-term housing needs should current growth trends hold constant.

The most direct method to ensure land is used efficiently is to adopt minimum density standards for each residential zone. A minimum density standard would prohibit residential developments that do not meet the intent of the zone. For example, large lot, detached homes would be prohibited in a higher density residential zone, but the minimum density standard may allow for small lot detached houses or townhomes. The minimum density standard can be tailored to local conditions and needs

but is most effective if it is set at between 50 and 80 percent of the maximum density standard in the zone.

As summarized in the Policy and Code Review (Appendix C), all Clatsop County jurisdictions have residential zones that regulate maximum density, either through a minimum lot size and/or a maximum density standard. Only one zone in the County—the Attached Housing – Mill Pond zone in Astoria—establishes a minimum density standard (18 units per acre). Given land scarcity in some communities, and the critical long-term need for the region to accommodate more housing, all cities in the County should consider establishing minimum density standards in some or all zones.

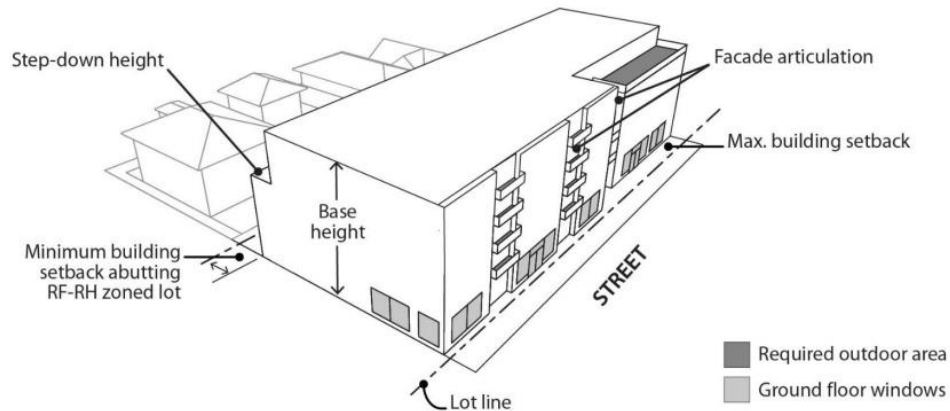
Strategy 3: Revise Maximum Density, Height or Bulk Standards in Higher Density Residential Zones

Applicable jurisdictions: All cities, more important in higher cost, land-constrained cities, such as Seaside and Cannon Beach

The Policy and Code Review conducted for this study found that there may be an opportunity to revise development standards that control maximum density—including both maximum density standards and other controls such as maximum building height or lot coverage—in higher density zones. These districts include the R-3 zones in Astoria, Cannon Beach, and Seaside, and the R-H zone in Warrenton. These zones all permit higher density, multi-family housing outright; however, the set of standards that, taken together, limit residential densities, may unnecessarily constrain density in some situations. Given rising housing prices and an overall shortage of housing stock identified by this study, it may be an opportune time for some jurisdictions to revisit the level of density restrictions that is appropriate in the zone or specific subareas. In some places, due to higher rental rates, it may be feasible to develop higher density housing than what was considered feasible when the density standards of these zones were adopted.

The best approach to reducing these density restrictions, and the broader question of the appropriateness of these changes, depends on several factors. Where these zones include areas of existing detached, lower-density housing, allowances for higher density must be balanced with a consideration for visual compatibility and other potential impacts on these neighborhoods. It is essential for these issues to be addressed through preparation of clear and objective standards, as required by state law and to avoid creating barriers to development associated with discretionary review processes or neighborhood opposition. Where these zones include large areas of vacant land, density limitations should largely be intended to ensure sufficient infrastructure capacity. Where higher density zones interface with lower density zones, or higher density housing is developed adjacent to existing, lower-density housing in the same zone, step-down and setback requirements can be implemented to provide for smooth transitions (see Figure 1). As always, changes to density limitations should be informed by place-specific study and include a public process that engages any affected communities.

Figure 1. Example of height step-down adjacent to lower density housing



Strategy 4: Support High Density Housing in Commercial Zones

Applicable jurisdictions: all cities

As demonstrated by the Buildable Lands Inventory (Appendix B), there is a substantial supply of vacant and potentially buildable lands in commercial zones across the County. For some communities and in some locations, commercial zones can be suitable and desirable locations for higher density housing development. Bringing more residents in close proximity to commercial services benefits the businesses, by potentially expanding the local customer base, and the residents, by providing convenient and potentially walkable access to daily needs and amenities. As residential development in commercial zones will absorb some commercial land supply, it is important that the residential development be of a higher density. Low density residential development would consume commercial land while offering less value in terms of increasing local customer base and accessibility for residents.

Many Clatsop County jurisdictions recognize the benefits of higher density housing in commercial zones, as multi-family housing is allowed as a conditional or permitted use in many commercial zones across the county. However, some regulatory barriers to high density housing in commercial zones may be unnecessary. The following amendments may be appropriate.

- Allow multi-family housing outright.** In some zones, multi-family housing is allowed with a conditional use permit. A conditional use permit can be an additional procedural obstacle to residential development and could discourage it in commercial zones. In lieu of a conditional use permit, which often applies relatively discretionary approval criteria, adopt clear and objective criteria and standards for where and how multi-family housing is permitted. For example, housing may not be permitted on the ground floor of specific streets that are intended for storefront shopping.

- **Consider allowing single-family attached housing.** Townhomes can be developed at densities that would be beneficial to a commercial district and can function well as a transition between a commercial district and detached housing.
- **Allow vertical mixed-use development outright.** Vertical mixed-use development, with residential units above a commercial use, is a traditional and highly valuable form of development as it preserves ground floor commercial space while creating additional housing units. Vertical mixed use is costly and complicated to develop, so its prevalence will be limited, but cities should encourage this form of development in commercial zones.
- **Adopt a minimum density standard.** To ensure that residential development in commercial zones provides the benefits noted above, adopt a minimum density standard that would prohibit detached, lower density housing.
- **Tailor development and density standards.** Many cities in Clatsop County apply the same density and development standards to multi-family housing in commercial zones as apply in higher density residential zones. This may be appropriate; however, commercial zones may include more attached buildings, higher lot coverages, and multi-story development than many residential zones that include detached houses. Therefore, it may be appropriate to allow higher densities, greater lot coverage, and higher building heights in the commercial zone than are allowed in the high-density residential zone.

Prior to expanding allowances for residential development in commercial zones, cities should ensure that there is sufficient buildable commercial land to meet projected needs, based on an Economic Opportunities Analysis (EOA) and Statewide Planning Goal 9 Guidelines.

Strategy 5: Streamline and Right-Size Minimum Off-Street Parking Requirements

Applicable jurisdictions: All cities

All jurisdictions in Clatsop County require residential developments to provide a minimum number of off-street parking spaces. Given that vehicle travel rates are high and the local transit system cannot provide service levels that would effectively allow for lower rates of car ownership, it is reasonable to require residential developments to include off-street parking.

Many developers would include off-street parking as a marketable amenity regardless of the code requirement. However, in some cases, the level of off-street parking required may exceed what the market would otherwise provide and may be unnecessary to effectively accommodating parking needs. This can become an obstacle to housing development because off-street parking lots consume land, reducing developable area on a site and net density, and potentially rendering a project economically infeasible. This condition is more likely on smaller infill lots. Structured or underground parking is only feasible if rental rates are high enough to offset high construction costs. If a development is at the margins of economic feasibility, parking requirements may preclude the development or cause fewer housing units to be built.

Most Clatsop County jurisdictions require two off-street parking spaces for a single-family house and between one and two off-street spaces per unit in a duplex or multi-family development. A requirement of two spaces per unit, regardless of the number of units in building, is likely to present a substantial obstacle to many projects that may otherwise be feasible. The *Oregon Model Development Code for Small Cities* recommends a baseline standard of one space per unit. A general reduction to this standard—or lower, where appropriate—is a positive step towards removing a potential obstacle to housing development.

In combination with or in lieu of a general reduction, cities should consider several other methods to reduce the chance that off-street parking requirements are a barrier to housing development, including:

- **Scale requirements by number of bedrooms.** The number of bedrooms in a dwelling unit is more closely correlated with the number of vehicles owned by the household than simply the number of dwelling units. Jurisdictions may allow the option of calculating minimum parking requirements based on the number of bedrooms in each unit. This can benefit multi-family developments with many one bedroom and studio units, which are more likely to have single-person households.
- **Provide a credit for on-street parking.** This provision allows development to reduce the minimum parking requirements based on the number of spaces that can be accommodated along the street frontage of the development. Lower density developments benefit most from this credit because there is more likely street frontage per unit. This credit recognizes that on-street parking will be used and allows for more efficient utilization of site area.
- **Allow shared parking.** Different uses require parking at different times a day. Where a housing development abuts or is in close proximity to a use that requires most of its parking during the day (such as an office), parking spaces can be shared as peak utilization periods do not overlap. Applicants who request shared parking arrangements are typically required to demonstrate that the hours of peak use do not overlap and that an agreement has been recorded between the two users to allow for joint use of the parking area.
- **Targeted reductions or waivers.** Minimum parking requirements can be reduced for certain geographic areas (such as near transit), for certain uses (such as affordable housing), in exchange for certain amenities (such as bike parking), or when an applicant can demonstrate that parking demand will be lower than the minimum requirement.

Any reduction or streamlining of minimum parking requirements should consider impacts on utilization of on-street parking. Where street widths do not allow for on-street parking or where vacation rental operations in the neighborhood are causing on-street parking to be heavily utilized, the level of reductions should be sensitive to these conditions.

Strategy 6: Facilitate “Missing Middle” Housing Types in All Residential Zones

Applicable jurisdictions: All cities and county

Given the demographic trends identified in this study, and the ongoing challenge of providing enough housing options for people with low or moderate incomes, smaller sized, modest housing units will continue to be an important need in Clatsop County. Some of these units can be provided in larger, multi-family apartment buildings; however, there are two significant limitations to this form of development. First, due to concerns for visual compatibility and character, this type of development is largely only permitted in high density zones, which usually account for a smaller portion of the overall residential land area than low or moderate density zones. Second, this type of development can be more expensive to construct on a per unit basis than lower density development, unless constructed at high densities that exceed what is allowable or financially feasible in many areas in Clatsop County.

For these reasons, it makes sense to try to accommodate these smaller sized housing units in smaller structures that are typically compatible with detached, single-family houses and, therefore, could be permitted outright in these zones. These housing types include duplexes, triplexes, garden or courtyard apartments, and townhomes. They have been termed the “missing middle” – occupying the space between high density apartment buildings and low density, detached housing (Figure 2).

Figure 2. Missing middle housing types conceptual graphic



Source: Opticos Design

“Missing middle” is a useful concept, but it includes a diverse array of housing types, some of which may or may not be compatible with all residential zones. One housing type, cottage cluster housing, is addressed separately in Strategy 7. There are three key code concepts involved with facilitating more missing middle housing types:

- Tailor the allowance to the location and housing type.** As noted above, missing middle housing types vary in form. Similarly, residential zones and neighborhoods vary widely in existing character. To ensure compatibility, study the existing characteristics of residential areas and select housing types that are most likely to be compatible. For example, a

neighborhood that is almost exclusively made up of detached houses may not be a good fit for townhomes, which are usually built in structures that contain 3-8 side-by-side units in a relatively large overall structure. However, duplexes and cottage cluster housing, which have smaller building footprints, may be more compatible.

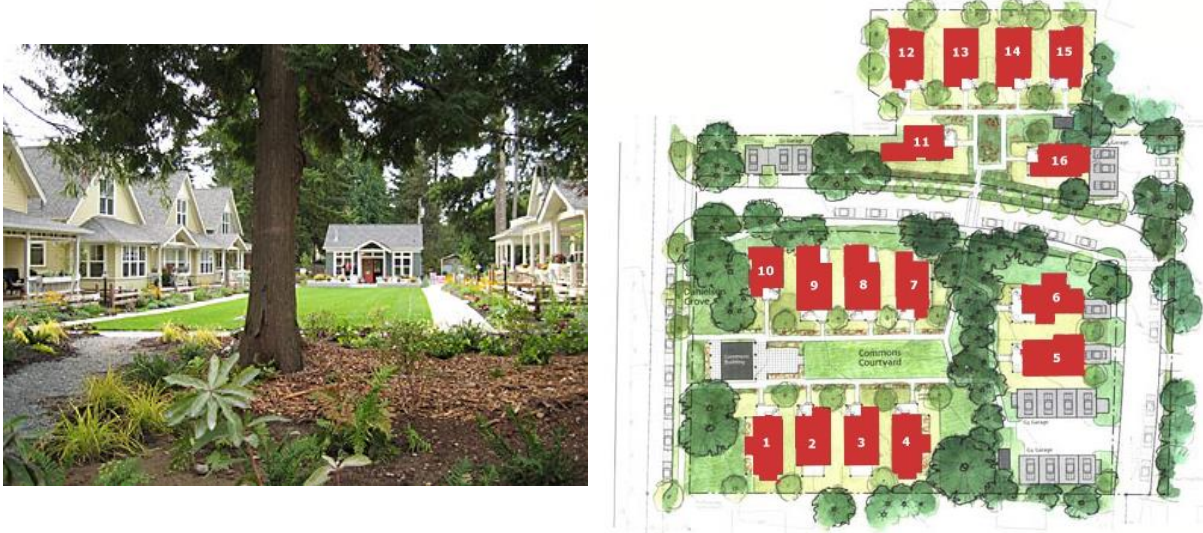
- **Allow outright.** Some missing middle housing types, such as duplexes and triplexes, are permitted as conditional uses in residential zones in Clatsop County jurisdictions. This can present a procedural barrier and uncertainty for these housing types. A more supportive approach is to allow the housing type outright under clear and objective standards.
- **Limit building size to be compatible with detached houses, but allow multiple dwelling units.** The primary compatibility issue for missing middle housing types is the size of the structure, both height and bulk, compared to detached houses. Many Clatsop County jurisdictions require duplexes or triplexes to have larger lot sizes than single-family, detached houses. This encourages larger structures and units; if other standards are held constant—such as maximum lot coverage and height—then this will result in a structure that is larger than most detached houses in the area, because the builder is likely to maximize the floor area of the structure. Alternatively, if development standards are designed to allow for a structure to be a similar size or just slightly larger than existing detached houses, but multiple units are allowed within that structure, then the code will help to ensure compatibility with detached houses while encouraging smaller sized individual dwelling units.

Strategy 7: Encourage Cottage Cluster Housing

Applicable jurisdictions: All cities

As described in relation to Strategy 7 (“missing middle” housing), there is a current and projected need for modestly sized housing units to accommodate young families, elderly people, and other smaller households. One way to provide these types of units is by encouraging cottage cluster housing: groups of small, detached homes, usually oriented around a common green or courtyard, located on individual lots, a single lot, or structured as condominiums. Cottage clusters are growing more popular. They provide many of the same features of conventional detached houses, but in a smaller footprint, with shared maintenance responsibilities, and arranged in a way that can facilitate a communal environment (see Figure 3).

Figure 3. Example of a cottage cluster development



The development potential for cottage cluster housing is significant. Cottage clusters can be developed on relatively small lots, as access and parking is shared and the units are relatively small, usually between 500 and 1,000 square feet. The visual character of cottage clusters, detached dwellings with substantial shared yard space, is highly compatible with neighborhoods of detached homes. This housing form challenges some cultural norms related to private yards and lot ownership—which may limit its market appeal—but developers are adopting design and ownership strategies to overcome this limitation.

The City of Astoria has adopted a special set of standards to apply to cottage cluster housing. Most other Clatsop County jurisdictions allow clustering of housing, including in planned unit developments or master planned areas; however, most do not allow for “cottage cluster” developments, with smaller dwellings and higher densities than base standards. Additionally, the cost, complexity, uncertainty of a master planned development or planned unit development procedure may deter development. A more supportive approach is to allow cottage cluster housing outright, subject to clear and objective standards. Additionally, the following recommendations will help ensure the code is supportive of this housing type:

- **Density bonus.** Allow for increased densities over the base zone in exchange for a cap on the size of individual dwelling units. This combination allows for more dwelling units while ensuring an efficient use of land.
- **Low minimum unit size.** Given maximum house sizes of 1,000-1,200 square feet, allow a wide range of sizes—even as small as 400 square feet—and consider allowing both attached and detached housing.
- **Flexible ownership arrangements.** Do not require a single ownership structure; allow the site to be divided into individual lots, built as rental units on one lot, or developed as a condominium plat.

- **Supportive lot standards.** Ensure that minimum site size, setbacks and building coverage requirements do not prohibit cottage cluster development on smaller lots.
- **Balanced design standards.** Draft basic design requirements that ensure neighborhood compatibility, and efficient use of land, but are not so specific as to restrict the ability to adapt to varying neighborhood contexts.

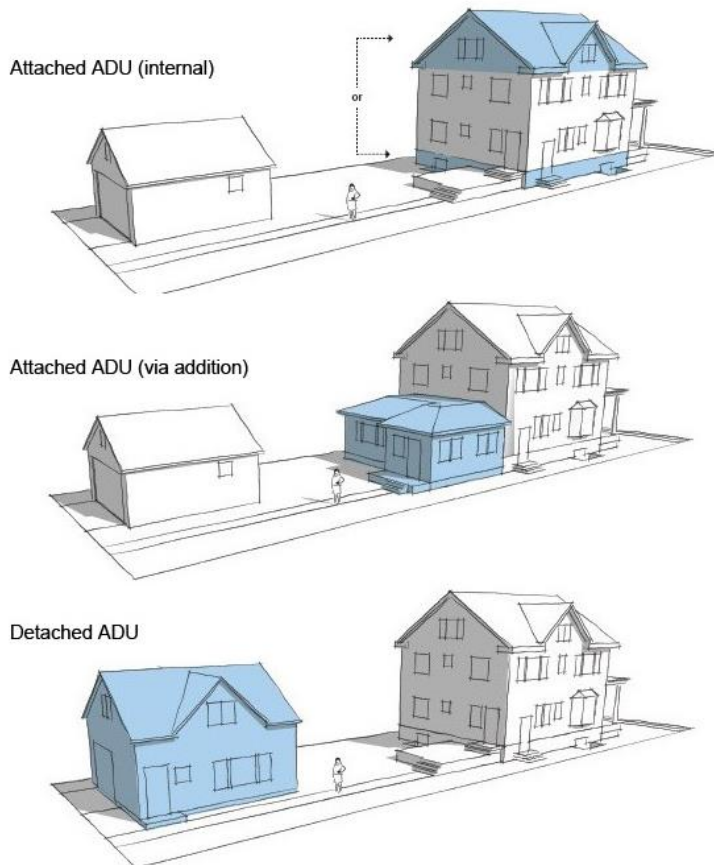
Strategy 8: Promote Accessory Dwelling Units

Applicable jurisdictions: All cities

An Accessory Dwelling Unit (ADU) is a secondary dwelling unit on the same lot as a single-family house that is smaller than the primary dwelling. ADUs can come in three forms: a detached structure, an attached addition, or a conversion of internal living space in the primary dwelling (Figure 4). As ADUs are often invisible from the street, or may be perceived as a part of the primary dwelling, they offer a method of increasing density in low density areas with minimal visual impact on the character of the neighborhood.

Figure 4. Types of ADUs

ADUs in blue; main residence in white



Source: City of St. Paul, MN

The state legislature recently adopted a statute that requires cities with a population of over 2,500 and counties with a population over 10,000 to allow ADUs outright on any lot where single-family housing is allowed.¹ This requirement applies to Seaside, Astoria, Warrenton, and Clatsop County. Clatsop County and the cities of Astoria, Cannon Beach, and Warrenton allow ADUs. However, as detailed in the Policy and Code Review (Appendix C), a conditional use permit is required for ADUs in some locations. To ensure compliance with state law, these cities should permit ADUs outright in all residential zones where single-family housing is permitted. The cities of Seaside and Gearhart prohibit ADUs currently but must allow ADUs outright in the future.

In addition to these use regulations, the statute requires that cities limit the regulations that apply to ADUs to “reasonable siting and design standards”. DLCDC has not adopted rules to clarify either what standards are considered reasonable or how they fit the category of “siting and design”.² However, DLCDC has issued an update to the *Model Development for Small Cities* to revise the standards that apply to ADUs to be consistent with the general intent of the legislation, i.e., to support ADU development. This model code recommends the following provisions:

- **Maximum Size.** Allow the ADU to be up to 900 square feet or 75% of the primary dwelling, whichever is less.
- **Off-Street Parking.** Do not require an off-street parking space for the ADU in addition to the spaces required for the primary dwelling.
- **Owner Occupancy.** Do not require that the owner of the primary dwelling reside either in the primary dwelling or the ADU, as this limits the marketability of a property with an ADU. This standard may also not be construed as relating to “siting and design”.
- **Design Standards.** Minimize special design standards that apply to the ADU. In particular, requirements for the ADU to be “compatible” with the primary dwelling may be difficult to implement and not always result in a desirable outcome.
- **Number of ADUs.** Consider allowing two ADUs on the same lot if one of the ADUs is internal or an attached addition.

Given there is local policy support for promoting ADU development, the following amendments are recommended for each jurisdiction. These amendments are conceptual in nature and specific standards should be tailored to local needs and conditions.

¹ See ORS 197.312(5)

² The Oregon Land Use Board of Appeals (LUBA) recently issued an opinion in November of 2018, *Home Builders Association v. City of Eugene*, LUBA Nos. 2018-063 and 2018-064, that did not take up the issue of determining if certain standards are reasonable or related to siting and design; therefore, some local discretion is granted in defining the reasonableness of local standards.

Table 2. Recommended Code Amendments to Support ADUs

Jurisdiction	Recommended Amendments
Clatsop County	<ul style="list-style-type: none"> • Reduce or remove minimum off-street parking requirement • Replace provision that requires compatibility with primary dwelling with a clear and objective standard
Astoria	<ul style="list-style-type: none"> • Increase maximum size as a percentage of primary dwelling from 40% to 60-80% • Remove owner occupancy requirement • Reduce or remove minimum off-street parking requirement • Clarify requirements associated with whether the unit must be attached, detached, or internal • Consider allowing two ADUs per lot if one is attached or internal • Consider allowing ADU to be up to the same height as primary dwelling
Cannon Beach	<ul style="list-style-type: none"> • Increase maximum size to 800-900 square feet • Reduce or remove minimum off-street parking requirement • Consider allowing two ADUs per lot if one is attached or internal and/or allow an ADU with a duplex or triplex in zones where multi-family is allowed
Warrenton	<ul style="list-style-type: none"> • Increase maximum size to 800-900 square feet • Increase maximum height to allow for 1.5 or 2 story ADUs • Consider allowing two ADUs per lot if one is attached or internal • Remove owner occupancy requirement • Remove prohibition on long-term rental of the unit. A prohibition on short-term rental (less than 30 days) may still be appropriate – see Cannon Beach Zoning Code, Section 17.54.080(J).
Gearhart and Seaside	<ul style="list-style-type: none"> • Allow ADUs outright in residential zones • Adopt clear and objective standards consistent with DLCDC Model Code.

Strategy 9: Incentivize Affordable and Workforce Housing

Applies to all jurisdictions

Some of the development regulations identified above can present obstacles or add costs to housing developments that are intended for regulated or subsidized affordable housing units. These developments are usually built by housing authorities or non-profit developers. However, some for-profit developers may include units affordable to people with lower or moderate incomes if incentives can help offset the cost of providing some or all of the units at a lower rental rate. In addition to or in lieu of financial incentives, which are discussed in the next section, local governments can offer concessions on regulatory standards that provide meaningful economic value to a development project. The concessions should be offered in exchange for the development dedicating a minimum proportion of the units in the development to be regulated as affordable to

people with lower or moderate income. Local governments should consider the following elements in designing a regulatory incentive program:

- **Specify an income level and minimum share of affordable units.** Based on policy goals and local needs, determine the income level at which the units should be affordable. Income levels are usually based on Area Median Income (AMI), which is established by the Department of Housing and Urban Development (HUD). HUD considers earning less than 80% of AMI to be low-income, less than 50% of AMI to very low income, and less than 30% of AMI to be extremely low income. An effective strategy is to provide tiers of income level and share of affordable units. If the development includes units affordable at 80% of MFI, then a higher share of the units would be required to be affordable at this level, such as 20%, to qualify for the incentive. If the development includes units affordable at 60% of MFI or lower, then a lower share of the units would be required to be affordable, such as 10%.
- **Allow flexibility in the type of regulatory concession that is granted.** The relative value of a regulatory concession will depend on the location, size of lot, existing zoning, and many other factors. It is common to provide either a density or height bonus or a reduction in minimum parking requirements as an incentive, as these are usually valuable concessions. However, allowing the applicant to propose a different regulatory concession, such as reduction in minimum setbacks or lot coverage, can help widen the appeal of the program.
- **Ensure units remain affordable over time.** The regulations should ensure that developments using these provisions maintain affordability over time by requiring a restrictive covenant be recorded on the property or management of the property by a non-profit or housing authority.
- **Allow flexibility in how affordable units are provided.** In some cases, it may be advantageous to construct the affordable units on a different site than the primary development that is receiving the concession. It may also make sense for the development to purchase existing market-rate units and convert them to affordable units. Allowing flexibility in how the units are provided can also widen the appeal of the program.
- **Provide expedited permitting.** As a result of recently adopted state statute, many developments that include affordable housing units are required to be processed in under 100 days.³ To ensure compliance with this requirement, and to provide an additional incentive for development of affordable housing, jurisdictions may consider adopting provisions that provide an expedited permitting process for qualifying developments. Expedited permitting can help to reduce soft costs of development, such as holding land and hiring professional services, and reduce uncertainty for prospective developers.

³ ORS 197.311

Strategy 10: Limit Short-Term Rental Uses in Residential Zones

Applicable jurisdictions: All cities

As identified in the Section 2, Key Findings, the prevalence of short-term or vacation rental uses in Clatsop County is consuming a substantial share of the existing housing stock. This may be affecting the costs of both long-term rental and for-sale housing by contributing to an overall housing shortage. Additionally, a separate concern with short-term rental uses is that they may modify the residential character of neighborhoods, particularly if the rental is used for large gatherings. For these reasons, many Clatsop County jurisdictions have elected to regulate short-term rental uses, which may involve requiring specific permits and/or placing limits or conditions on the number of rentals that can be permitted.

It was not within the scope of this study to assess the effectiveness of each jurisdiction's short-term rental regulations and make recommendations about permitting programs or enforcement. Short-term rentals should be classified as a commercial use when considered as part of a broad analysis of land needs and supply, as required by Oregon's statewide planning goals and land use system. Given that some areas in the County are experiencing shortages of residential land supply, and all communities are facing shortages for some types of housing, the consumption of residential land and housing units by short-term rental uses is an issue that must be addressed as part of a complete housing strategy.

Rules that address short-term rentals can include:

- Limit this activity to certain zones or geographies
- Limit the number permitted
- Establish use and occupancy standards that set expectations for how this activity should be conducted
- Adopt an official definition of short-term rentals as distinct from longer rentals, and/or as a commercial activity
- Require business licensing, and track unregistered short-term rentals
- Collect taxes and assess penalty fees

5. Incentives for Development

The following are market-based strategies which can provide incentives to encourage developers to build desired housing types in the cities and county. In general, these incentives help to reduce some of the costs of development that the public sector can impact. While the bulk of development costs

are set by private market labor and materials costs, these steps can provide incentives on the margin to facilitate development.

Given the housing needs across the county, these steps can be used to encourage attached dwelling types, ranging from townhomes for homebuyers to multi-family rental apartments, to affordable housing. Also, these incentives can be applied to accessory dwelling units to encourage infill development.

All of these incentives come at some cost to the public through waived revenue from fees and taxes and/or staff costs. Therefore, these programs should be carefully calibrated to balance revenue loss vs. public benefit. Policies should reflect what housing types are most important to incentivize in each location.

Incentive 1: Streamline Permitting and Review Process

Applicable jurisdictions: All cities (Warrenton has implemented)

Jurisdictions can search for ways to reduce time and costs of the review and permitting process to developers building desired housing types. This incentive can be accomplished by reducing review times, consolidating steps in the process, and reducing or simplifying submittal requirements. In few industries is the old adage that “time is money” more true than in the development industry. The developer is often tying up capital and/or paying interest on loans during the pre-development process. Any reduction in process time translates into reduced costs and greater certainty to the developer and their partners.

Streamlining the process can also involve an internal audit of the process to ensure it is efficient for both staff and applicants. This might involve making all permits available in one location with one main contact, providing clear and accessible information on requirements, and also allowing enough flexibility to consider innovative or new forms of development.

Streamlining the review and permitting process is usually administratively feasible, though the greatest obstacle is often staff resources to expedite some projects when staff is already busy and/or limited in size. Cities could consider some of the funding mechanisms described below to help support staff in expediting application review. The City of Warrenton has recently reduced its review period by three weeks.

Recent statewide legislation also requires that cities with a population over 5,000, and counties with a population over 25,000 allow for 100-day review and decision on qualified affordable housing applications. This applies to Clatsop County, Astoria, Seaside and Warrenton.

Incentive 2: System Development Charge (SDC) or Fee Waivers, Exemptions or Deferrals

Applicable jurisdictions: All cities (Astoria has implemented)

Waiver, exemption or deferment of SDC's or development fees directly reduces the soft costs of development to applicants for desired housing types.

Development fees are not regulated by state law and cities have significant leeway to waive, reduce, or defer these fees. These fees may typically be applied by planning, building or engineering departments. Cities and the county should adopt policies for what types of housing are desirable enough for public goals to warrant forgoing these fees. Some cities specify that waivers can be claimed only by non-profit organizations proposing affordable housing that meets certain criteria for number of units and affordability level. Also, fee waivers can be limited to a certain ceiling. In most cases, fees amount to a smaller cost to the developer than SDCs and therefore are a more modest incentive.

SDC's face more statutory limitations and other hurdles to implementation. Most notably, the city typically only assesses a portion of SDC's, which are also assessed by a range of overlapping jurisdictions such as the county, school districts, fire district, and other special districts. Cities can reduce their portion of SDC's or negotiate with partner agencies for greater reductions.

Generally, the reductions should be applied to housing types that demonstrate a similar reduction in demand for services or impacts (e.g. smaller units, multi-family vs. single family, ADU's, housing types that generate less traffic, etc.) However, state law does not directly address reductions that are not justified on these bases. Recently, state law has alluded to SDC reductions for affordable housing that do not directly address an accompanying reduction in services, and many cities exempt certain development from SDC's including ADU's and affordable housing. Waiving SDCs may require a City to backfill lost revenues or to update its SDC methodology to recapture reduced or waived SDCs from remaining development.

SDC's and fees can add significant cost to a development project and reducing them can reduce development costs by 3% or more. In some cities where SDC's have been waived for ADU's the reduction may be 10% of costs or more. These reductions can be a significant factor in the cost of development and financing.

Incentive 3: Tax Exemptions and Abatements

Applicable jurisdictions: All cities; potential for specific abatement programs vary by community

Tax exemptions or abatements offer another financial incentive to developers that can improve the long-term economic performance of a property and improve its viability. This can be a substantial incentive, but the city or county will forego taxes on the property, generally for ten years. Other taxing jurisdictions are not included, unless they agree to participate.

Tax exemption programs are authorized by the state for specific purposes:

- **Vertical Housing Tax Exemption:** This program is meant to encourage vertical mixed-use buildings in areas where they might be viable, typically downtowns or town centers. The

program allows for a partial tax exemption for the built space, above the ground floor. Affordable housing is not required, but inclusion of affordable units can increase the tax benefits. The city must adopt a defined Vertical Housing Development Zone in which the exemption will apply.

- **Multiple-Unit Housing Exemption:** This program is aimed at preserving, rehabilitating or constructing multi-unit housing within a transit-oriented to town core area. As with the Vertical Housing program, an area must be designated for the program to apply. This program may apply to market-rate housing, with additional benefits for workforce or low-income units.
- **Non-Profit Low-Income Housing:** This program is aimed at encouraging subsidized affordable housing development and can be more broadly applied geographically. Units must be affordable at 60% of Area Median Income to be eligible. This program applies to non-profit agencies that are often one of the few sources of subsidized housing in many communities.

Implementation of tax exemption programs requires adoption by local officials and establishment of program goals and policies. They can be a good incentive to focus housing development in key areas and encourage more density and mixed uses in town centers.

6. Funding Tools & Uses

This section discusses potential funding tools available to local jurisdictions to participate in efforts to preserve existing housing and encourage desired housing types. While prior sections of this report have discussed policy or regulatory approaches, creating funds dedicated to housing programs would allow the region to exert greater control and leverage over development activity.

Funding Source 1: Tax Increment Financing (Urban Renewal)

Applicable jurisdictions: All cities (Astoria and Seaside have adopted Urban Renewal Areas)

Tax increment financing (TIF) is the mechanism through which urban renewal areas (URA) grow revenue. At the time of adoption, the tax revenues flowing to each taxing jurisdiction from the URA is frozen at its current level. Any growth in tax revenues in future years, due to annual tax increase plus new development, is the “tax increment” that goes to the URA itself to fund projects in the area.

For the most part, these funds must go to physical improvements in the area itself. These projects can include participating in public/private partnerships with developers to build housing, or can be used to complete off-site public improvements that benefit and encourage new development in the area, or to acquire key sites. The funds can also be used for staff to administer these programs, and to refund waived SDCs.

Urban renewal projects must be specified in the adopted Urban Renewal Plan, or can be added by amendment at a later date. This process encourages planning ahead for how revenues will be equitably used for a variety of means, including housing. The tax increment can grow at very different rates among URA's depending on how much new development occurs there to grow the tax base. However, this program can be a very effective way to build revenue to focus on key areas of the community.

Funding Source 2: Construction Excise Tax

Applicable jurisdictions: All cities (Cannon Beach has implemented)

The construction excise tax (CET) is a tax on construction activity of new structures or additional square footage to an existing structure to pay for housing affordable at 80% of AMI or less. Cities or counties may levy a CET on residential construction of up to 1% of the permit value, or on commercial and industrial construction with no limit on the rate.

The allowable uses for CET revenue are set forth in state statute as follows:

- 4% for administrative costs, and of the remainder:
- 50% must be used for developer incentives (i.e. fee and SDC waivers, tax abatements, etc.) for affordable housing
- 35% for affordable housing programs, flexibly-defined
- 15% to Oregon Housing and Community Services (OHCS) for homeownership programs
- Commercial CET: At least 50% of revenue must go towards housing-related programs; remainder is unrestricted

The CET is a fairly straightforward to administer, with 4% of funds to cover the added administration costs. This administrative set-aside can also help pay the administration costs for related policies adopted for use with this program, such as fee and SDC waivers or tax abatements.

The required use of funds ensures that the funding is used to incentivize development and housing and can't be diverted or diluted with competing uses. While this funding is most typically used to benefit households with incomes at 80% AMI or less, the funds from a commercial CET allow for more flexibility to apply to middle-income housing.

The CET does raise costs for housing developers, but it can be offset by providing other development-based incentives described in the prior section. This source also requires time to build substantial funds in low-development environments.

Funding Source 3: Affordable Housing Bond (Regional or Local)

Applicable jurisdictions: All cities and county

Localities can propose bonds meant to provide affordable housing and related programs through a public vote. Most recently, the City of Portland and the (Portland) Metro Region have each passed large bonds for affordable housing and 2018 changes to state law allow for these funds to be used more flexibly to work with non-profits and other non-governmental agencies which provide much of the affordable housing in many communities (i.e. with tax credits.) This change means that cities and counties do not need to become directly involved in developing affordable housing and build the many new competencies that involves.

Housing bonds can be sought regionally (as with Metro, and under consideration in the Eugene/Springfield metro area) or can be done as a local option level. In Clatsop County, a housing bond proposed on the county level would in effect be a regional approach. This would allow a strategic approach to address some of the geographic disparities identified through this project.

A bond dedicated to affordable housing would provide a stable, on-going funding source. However, it does require voter approval and periodic renewal, if desired. The funding can be used for capital, programs and operating expenses. The implementation and affordability levels are flexible. While this project has identified the need for many types of market-rate (i.e. non-subsidized) housing, affordable housing programs can help fill an important niche for lower- and working-class income families, particularly for multi-family rental housing. Affordable programs set at 80% AMI can serve many in the service industry and other working-class renter households. Serving these households can take pressure off of other segments of the housing market and dedicated affordable housing properties will house permanent county residents, rather than be used for vacation rentals.

* * *

The following is a list of potential applications for funding towards housing goals:

Funding Uses 1: Public Private Partnerships

Applicable jurisdictions: All cities and county

Most of the strategies discussed below fall under the umbrella of public/private partnerships which include a broad range of projects where the public contributes to private or non-profit development. The public involvement usually entails providing some financial incentive or benefit to the development partner in return for the partner's agreement that the development will provide some public benefit for a specified length of time. These partnerships can be used to encourage a wide range of public goals, including certain development forms, affordability levels, public space (plazas, parks), environmental features, mixed uses, etc.

The benefit of public/private partnerships is that the city or county does not have to build internal expertise in development, property management, or complicated affordable housing programs. Partner agencies with experience in these types of projects benefit from public contributions, making the projects more feasible.

The role of public agencies, be it the county or cities or a regional housing coordinator, is to identify potential community partners for different types of projects and be broadly familiar with available housing programs, to know how best to contribute. If the public would like to pursue some of these strategies, it must also identify funding sources and build a fund that is ready to deploy.

The following are some examples of specific public/private partnership models.

Funding Uses 2: Housing Preservation Fund

Applicable jurisdictions: All cities and county

Housing preservation efforts are often focused on “low cost market rate” housing (LCMR), meaning non-subsidized housing that nonetheless has lower than average rents for the area due to the age or condition of the property or the neighborhood. Often in the form of older apartment properties or mobile home parks, these properties are sometimes viewed negatively, or seen as potential targets for “revitalization”. But in truth, in many communities, this housing stock actually provides a vital source of more affordable units for working class households. LCMR units commonly outnumber subsidized affordable housing projects in a community by a large measure. Depending on the location and local market, these properties can face pressure to raise their rents from rising property values, new ownership, or redevelopment.

Another key focus of housing preservation efforts are subsidized properties that will soon lose their regulated status at the end of their original tenure.

Housing preservation funds can creatively incentivize LCMR properties to maintain their lower rent levels by offering low-cost financing for renovation or acquisition. These funds can help owners of older properties in need of reinvestment to maintain their properties and avoid selling, while the renovations improve the property for the renter households living there. This tool can also be used to directly acquire LCMR properties or work with partner agencies to do so.

For most cities or counties, it is likely best to partner with agencies who offer these competencies. The Network for Oregon Affordable Housing (NOAH) is a Portland-based agency that operates a housing preservation fund with experience in using these tools to preserve housing statewide. NOAH works with for-profit and non-profit property owners and regulated and unregulated properties, generally through offering financing for renovation or purchase in return for long-term rental restrictions.

One use for regional housing funds might be to help identify LCMR properties in need of preservation and provide capital to a partner such as NOAH to engage with those specific properties.

Funding Uses 3: Land Acquisition/Use Public Lands

Applicable jurisdictions: All cities and county

Land acquisition by a city or city partner is the most direct method to ensure that a key parcel or location will be preserved to meet public goals, and not (re)developed for other uses. Examples of priority sites may be a key corner or large development opportunity in a town center or urban renewal area that is seen as a lynchpin for other future revitalization in the area. Another target may be large parcels zoned to allow multi-family development but which under current market forces are more likely to be developed as low-density housing, or expensive housing, etc. Public contribution to land acquisition can also be a powerful tool to help partner agencies achieve public goals (for instance, temporary public control of a historical building to facilitate a partner developer to renovate it for a beneficial use.)

As land acquisition is expensive, this tool is generally used for key opportunities that arise. Because public agencies can be more patient than private developers, this tool does allow for purchase of properties in down cycles. There are also partner agencies, such as NOAH mentioned above, and the state Land Acquisition Program (LAP) that can assist localities with contributions and expertise for acquiring land for affordable housing. Cities and counties can also identify any surplus public land they already own that could be used for these purposes.

Control of a key site gives a public agency ultimate say in what happens in that location. Typically, a development partner is eventually identified to develop the site, and the value of the property provides a significant incentive that the city can contribute to the project. Through reduced property transfer, the city can ensure that the development meets public goals such as affordable housing, multi-family housing, mixed uses, etc. The discounted land may also allow development forms that would typically be economically infeasible to become viable.

Land acquisition may be used for “land banking” where the public agency maintains the property for an extended period, or it may be used in the short term to take advantage of a specific opportunity or aid a specific partner development. Land banking can be used to secure land in areas where gentrification or rising property values are expected. Early public land acquisition ensures that some properties in the rapidly appreciating neighborhood are preserved for affordable housing or other public benefit.

Funding Uses 4: Community Land Trust

Applicable jurisdictions: All cities and county

A community land trust (CLT) is a model wherein a community organization owns the land underlying a housing development and provides long-term ground leases to households to purchase homes on that property. The structure allows the land value to largely be removed from the price of the housing, making it more affordable. The non-profit agency can also set prices at below-market levels, and can set terms with buyers on the eventual resale of the units, sharing price appreciation,

and other terms that allow the property to remain affordable for future owners as well. This is an approach for providing affordable homeownership opportunities whereas most regulated affordable housing is for rental units. That said, CLTs can also be used in partnership with affordable rental developers to reduce the cost basis of the land and help make the project more feasible. In markets where housing prices outpace local incomes, CLTs can control the rate of price increases and ensure that some properties are available for lower-income buyers.

This model can be used in conjunction with most of the other funding strategies discussed here (i.e. housing preservation or land acquisition). Given the distinctive legal structure of CLT's it is likely best for Clatsop County and its cities to consider partnering with a non-profit community organization to administer this program. The cities can help identify key opportunities for this model and help to capitalize the efforts of its partner.

Funding Uses 5: Regional Housing Coordination

Applicable jurisdictions: All cities and county

The following section discusses regional housing coordination in more detail. One potential use of funding would be for administration of a more formal central agency or Regional Housing Coordinator position, to serve as central point-of-contact for community partners and the public. As the county and cities consider a more holistic regional approach to housing challenges, this organizational structure would allow for more strategic planning among the cities in north and south Clatsop County on where and how to use resources, and direct potential development partners. (See more discussion below.)

7. Regional Collaboration and Capacity Building

The findings of this study underscore the regional nature of the housing market in Clatsop County. While the County is made up of a series of separate cities, unincorporated communities, and rural areas, employment opportunities and housing needs do not stop at these jurisdictional boundaries. Whether due to economic necessity, personal preferences, or household commuting challenges, many people will live in one area of the County and work in another.

Achieving a balance of housing and jobs within each community can help to increase the odds that more people can live where they work; however, existing development patterns, geo-physical constraints, and regional economic forces will almost certainly continue to perpetuate significant cross-commuting and economic interdependence between the communities in the County.

Given the regional nature of the housing market and the economic interdependence of the communities in the County, it makes sense to institutionalize regional collaboration and coordination on housing-related policies and programs. There are several benefits to this regional approach:

- **Regulatory consistency.** The housing market is strongly influenced by the regulatory environment, including the development code and related regulation of short-term rental uses. When that regulatory environment differs across cities, it can result in divergent housing outcomes and conditions, which can affect commuting patterns and access to employment opportunities. Further, differences in regulations or incentives can disadvantage some jurisdictions relative to others in attracting housing development. Regulatory consistency can help ensure a wide range of housing types is available in all communities, at all income levels, to improve jobs-housing balance. Some variation in regulations will continue to be necessary to reflect local needs and conditions; however, the region should consider if consistency and coordination is worthwhile goal when adopting new policies and revising existing policies.
- **Funding strategies.** The funding sources and tools identified in Section 6 may be more effective if implemented at the regional level, as the pool of funds will be larger to draw, potentially allowing for projects that have a greater impact. Additionally, the pool of candidate projects to invest in will be wider. This lessens the chance that an individual City has an excellent project, which would benefit regional housing needs, but cannot generate enough funding alone to invest in the project.
- **Planning and coordination.** As demonstrated by this study, regional planning efforts can better identify both shared challenges and shared opportunities to address housing needs. Additionally, regional planning and analysis can benefit from efficiencies of scale. For some types of planning work, it is more efficient to study the County as a whole than to engage in multiple, separate projects.

This study is one step in the direction of regional collaboration and capacity-building. Future steps may include establishing a regional housing coordinator position at the County, formalizing ongoing meetings of staff and/or stakeholders from each jurisdiction, and setting up tools or systems for sharing data and best practices on an ongoing basis.

8. Implementation Roadmap

<i>Strategy</i>	<i>Applicable Jurisdictions</i>	<i>Level of Effort</i>	<i>Timing*</i>	<i>Notes</i>
<i>Land Supply Strategies</i>				
Strategy #1. Ensure land zoned for higher density is not developed at lower densities	All Cities & County	Low-Medium	Short-term	Requires relatively modest set of code updates to either revise list of allowed uses in specific zones and/or establish minimum densities; likely to require some public outreach.
Strategy #2. Further study the potential need for a UGB amendment in South County to meet needs	Seaside, Cannon Beach	Medium	Short-term	Requires potential refinement and further analysis of BLI data and evaluation of alternative UGB expansion areas.
Strategy #3. Refine BLI data and results	Astoria, Warrenton	Low-Medium	Short-term	Warrenton undertaking as part of DLCD grant project; completion there by June, 2019. Astoria should conduct targeted assessment of selected large parcels.
Strategy #4. Further asses infrastructure issues	County & Gearhart	Medium-High	Medium-term	Requires additional research and coordination with local service providers in unincorporated Clatsop County and assessment of alternative wastewater treatments strategies in Gearhart.
<i>Policy and Code Strategies</i>				
Strategy #1. Adopt supportive and inclusive comprehensive plan policies	All Cities & County	Medium	Short-term	Can be completed as part of a future Comprehensive Plan updated process or separately as an implementation action associated with any motion to approve or adopt this Countywide strategy.

Strategy	Applicable Jurisdictions	Level of Effort	Timing*	Notes
Strategy #2. Emphasize minimum density standards	All Cities	Medium	Short-term	May be completed in conjunction with other development code updates related to residential development or as a standalone project. Additional public involvement process (beyond an adoption hearing) may be necessary.
Strategy #3. Revise maximum density, height or bulk standards in higher density residential zones	All Cities	Medium	Short-term	May be appropriate to combine with Strategy #2 (minimum density standards). Additional public involvement process (beyond an adoption hearing) may be necessary.
Strategy #4. Support high density housing in commercial zones	All Cities	Medium	Short-term	Level of effort depends on the degree of change. Any changes to commercial zones should ensure sufficient land remains to meet commercial land need.
Strategy #5. Streamline and right-size off-street parking requirements	All Cities	High	Short- or medium-term	Additional public involvement necessary. Changes should consider availability of on-street parking and varying conditions in different neighborhoods.
Strategy #6. Facilitate “missing middle” housing types in all residential zones	All Cities & County	High	Short- or medium-term	Additional public involvement necessary. The range of housing types permitted will need to consider existing development patterns. New design or development standards likely necessary to ensure higher density housing types can fit into lower density neighborhoods.
Strategy #7. Encourage cottage cluster housing	All Cities	Medium	Short-term	Additional public involvement necessary. Model code provisions are available. This project may also consider engaging with potential developers of this specific housing types.

Strategy	Applicable Jurisdictions	Level of Effort	Timing*	Notes
Strategy #8. Promote accessory dwelling units	All Cities	Low-Medium	Short-term	Additional public involvement necessary. May be appropriate to combine with Strategy #6 (missing middle). Need to consider relationship to short-term rental/vacation rental regulations.
Strategy #9. Incentivize affordable and workforce housing	All Cities & County	Low-Medium	Short-term	Engage with affordable housing providers to ensure incentives are useful and valuable. Consider pairing incentives with other code changes, such as allowing higher density/height in exchange for affordability standards.
Strategy #10. Limit short-term rental uses in residential zones	All Cities & County	Varies	Varies	Level of effort and timing depends on existing regulations and goals in each community.

Incentives for Developers

Incentive #1. Stream-lining permitting and review process	Cities	Medium	Short-term	For most cities, will likely require a review of procedures, timelines and fees to understand how and if they can be streamlined.
Incentive #2. System development charge (SDC) or fee waiver	Cities	Medium-High	Short- or medium-term	SDC reductions are likely to provide greater financial incentive to the developer than fee reductions. Engage with other overlapping jurisdictions to maximize the share of total charges that might be included. Explore methods to backfill lost revenue from SDCs through funds such as a CET.

Strategy	Applicable Jurisdictions	Level of Effort	Timing*	Notes
Incentive #3. Tax exemptions and abatements	All Cities	Medium-High	Short- or medium-term	Can provide a sizable developer incentive over time. Most programs must be established in local policy, and in some cases a specific district must be designated. The local housing priorities should drive which exemption program is adopted (i.e. Multi-Unit, Vertical Housing and/or Affordable Housing). Cities should be cautious over creating competing programs, if one outcome is truly prioritized over the others.
Funding Sources and Uses				
Funding Source #1. Tax increment financing (Urban Renewal)	Cities	High	Medium- or long-term	Requires a planning process to assess the feasibility of the proposed urban renewal area and formal adoption of an urban renewal plan. The plan describes the URA boundaries, planned projects and projected funding levels. In key districts of a community, can be a good tool to build revenue and ensure that it is invested in that area. Can be a source to help pay for developer incentives. (Astoria and Seaside have implemented.)
Funding Source #2. Construction excise tax	Cities	Low-Medium	Short-term	A good source of funding for developer incentives and affordable housing programs. This source will fluctuate with development market cycles, but can build revenue quickly if applied to both residential and commercial construction. Raises development costs somewhat, but can be off-set with incentives.

Strategy	Applicable Jurisdictions	Level of Effort	Timing*	Notes
Funding Source #3. Affordable housing bond (regional or local)	All Cities & County	Medium-High	Medium-term	Requires public approval of a bond measure, including a public engagement campaign explaining the reasons for the bond. Timing may hinge on public sentiment about how acute housing pressures have grown in the county. A countywide bond would allow for the county and cities to pool resources and address some of the geographical disparities identified in this study.
Funding Uses #1. Public/private partnerships	All Cities & County	Low-Medium	Short- or medium-term	Public/private partnerships can become more systematized once specific incentive and funding programs are established. The county should inventory and engage with potential partner agencies in affordable housing, financing, community land trusts, etc.
Funding Uses #2. Housing preservation fund	All Cities & County	Medium	Medium-term	Entails the design and adoption of a program, identifying spending priorities. It is likely best to partner with agencies with experience in administering and managing these programs. The fund can be used to finance these efforts and direct them to specific areas or sites.
Funding Uses #3. Land acquisition/ use public lands	All Cities & County	Medium	Medium-term	Cities and perhaps a regional coordinator should inventory existing “surplus” public lands that might be repurposed for housing projects in partnership with development partners. Similarly, key parcels and sites for acquisition should be confidentially identified but will likely be contingent on building of funding from TIF, CET or other sources.
Funding Uses #4. Community land trust (CLT)	All Cities & County	Medium	Short-term	A CLT program can be accomplished by providing incentives, financing or grants to partner agencies that specialize in this model. This is one of the few models for providing lower-cost homes for sale rather than rent.

<i>Strategy</i>	<i>Applicable Jurisdictions</i>	<i>Level of Effort</i>	<i>Timing*</i>	<i>Notes</i>
<i>Regional Collaboration</i>				
Regional collaboration and capacity building	All Cities & County	Medium	Short-term	Requires inter-agency engagement among county and cities to decide the purview of this office or position in housing issues across the county. Can serve as first point-of-contact for partners and community and direct a more coordinated response to housing issues among the communities of the county which face different housing needs, opportunities and constraints.

* Short-term = 1-3 years; Medium-term = 4-5 years; Long-term = 6-10 or more years

Appendix A: Housing Needs Analysis Memo
Appendix B: Buildable Land Inventory Memo
Appendix C: Policy and Code Review Memo



APPENDIX A:
CLATSOP COUNTY
HOUSING TRENDS AND NEEDS

JANUARY, 2019

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Introduction

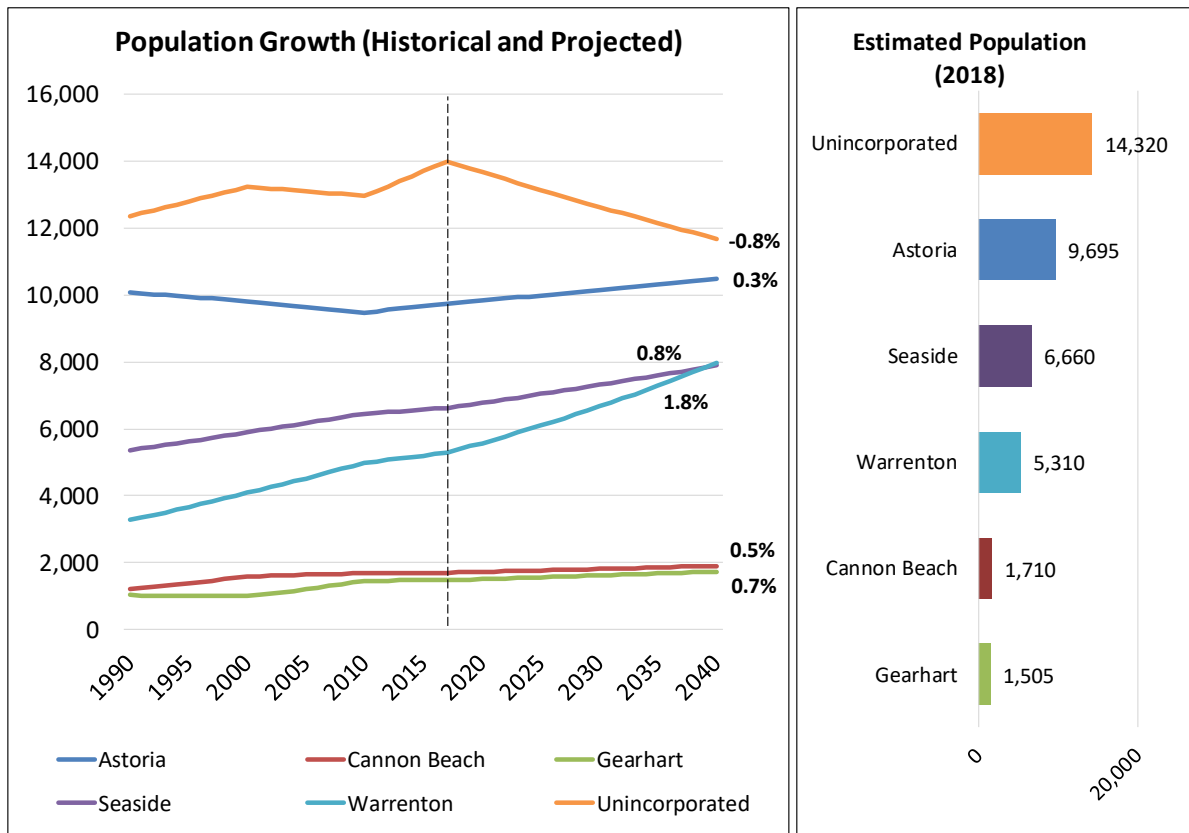
This report presents Housing Trends and Projected Housing Need for Clatsop County as a whole and for the five incorporated cities within. The first four sections present findings and data mostly for the County as a whole with some categories of information presented for the cities as well. Profiles of the individual cities are presented at the end of this report.

1. Population and Household Demographics

Figure 1.1 presents the estimated current population in Clatsop County cities, and the projected growth rate over the next 20 years according to the PSU Population Forecasting program. This program works with cities to agree upon projected growth rates for use in official housing forecasts, on a roughly four-year cycle. The Clatsop County forecast was finalized in 2017.

Annual growth is projected to be strongest in Warrenton (1.8%) and Seaside (0.8%) and more modest in other communities. For comparison the statewide growth rate has averaged near 1% in recent decades.

FIGURE 1.1: CURRENT POPULATION AND PROJECTED GROWTH (CLATSOP COUNTY CITIES)



Source: PSU Population Research Center & Forecast Program

The statewide program for which PSU completes its forecasts assumes that future growth happens within Urban Growth Boundaries (UGB) of incorporated cities. Therefore, it assumes that unincorporated areas will lose population over time as unincorporated areas are annexed into adjacent cities. As this is the official forecast, it is reflected in Figure 1.1. But it is likely more realistic to assume that population in unincorporated areas will remain stable or experience slow growth.

Figure 1.2 presents a summary of demographic trends in the County since 2000. As of 2018, the County had an estimated 39,000 people, living in nearly 16,500 households. Since 2000, the County's population has grown by roughly 3,570 or 10%. This is annual growth of 0.5%. The number of households increased by roughly 1,750 or 12%.

FIGURE 1.2: DEMOGRAPHIC PROFILE AND TRENDS (CLATSOP COUNTY)

POPULATION, HOUSEHOLDS, FAMILIES, AND YEAR-ROUND HOUSING UNITS					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(PSU)	10-18
Population ¹	35,630	37,039	4.0%	39,200	5.8%
Households ²	14,703	15,742	7.1%	16,460	4.6%
Families ³	9,450	9,579	1%	10,015	5%
Housing Units ⁴	19,685	21,546	9%	22,673	5%
Group Quarters Population ⁵	1,121	956	-15%	1,012	6%
<i>Household Size (non-group)</i>	2.35	2.29	-3%	2.32	1%
<i>Avg. Family Size</i>	2.88	2.85	-1%	2.90	2%
PER CAPITA AND MEDIAN HOUSEHOLD INCOME					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(Proj.)	10-18
Per Capita (\$)	\$19,515	\$26,221	34%	\$27,895	6%
Median HH (\$)	\$36,301	\$44,330	22%	\$49,828	12%

SOURCE: Census, PSU Population Research Center, and Johnson Economics

Census Tables: DP-1 (2000, 2010); DP-3 (2000); S1901; S19301

¹ From PSU Population Research Center, Population Forecast Program, final forecast for Clatsop Co. (2017)

² 2018 Households = (2018 population - Group Quarters Population)/2018 HH Size

³ Ratio of 2018 Families to total HH is based on 2016 ACS 5-year Estimates

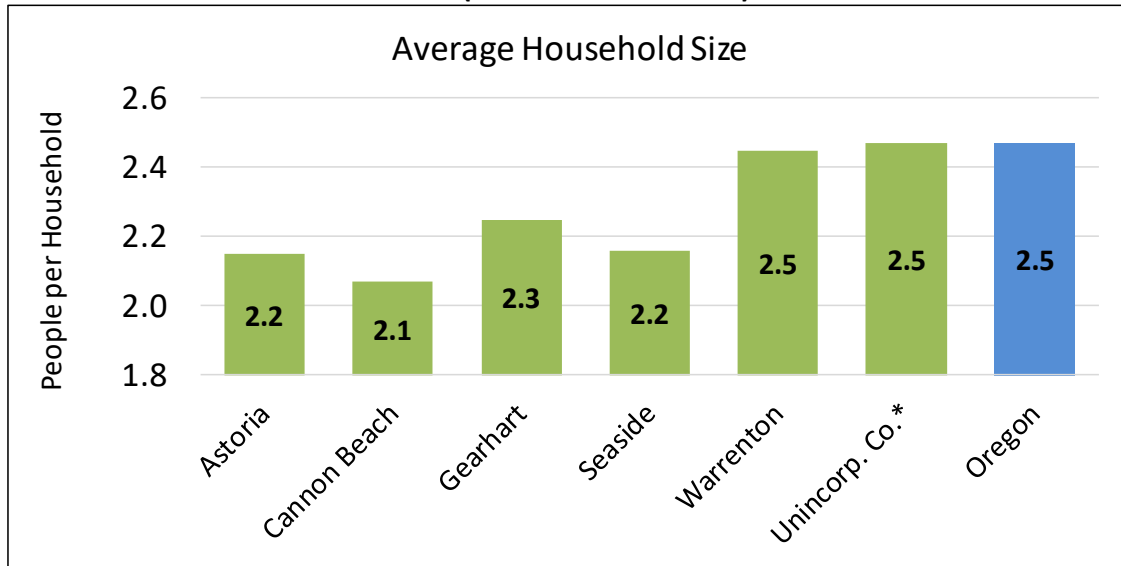
⁴ 2018 housing units are the '10 Census total plus new units permitted from '10 through '18 (source: Census, Cities)

⁵ Ratio of 2018 Group Quarters Population to Total Population is kept constant from 2010.

Household Size: Estimated household size has fallen since 2000 in keeping with nationwide trends. Households and families have gradually fallen in size in a decades-long trend. However, the Census estimates that the average household and family size have actually grown in Clatsop County since 2010. Growing household size may reflect the need for more households to consolidate since the recession 10 years ago due to financial circumstances, as well as the increased housing shortage perceived in the county over that period.

Warrenton and unincorporated Clatsop county have average household size similar to the statewide average. The other cities have a relatively smaller household size.

FIGURE 1.3: AVERAGE HOUSEHOLD SIZE (CLATSOP COUNTY CITIES)



Source: American Community Survey, 2017 5-Year, B11005

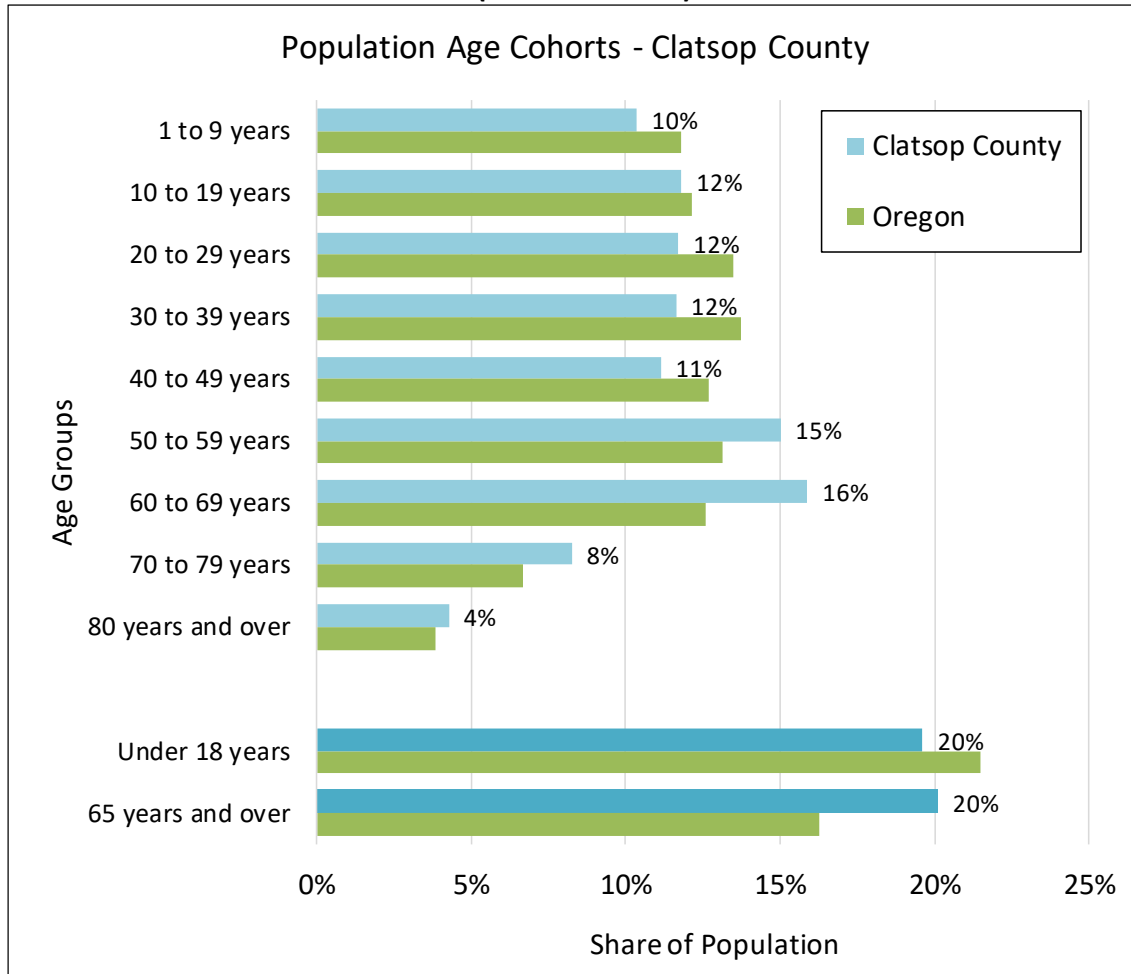
* Unincorporated statistic is estimated; geography not available from Census

Age of Population: Clatsop County has an older average population in comparison to the state, in keeping with the role of the coast as a popular retirement destination. The county has a greater share of population aged 50 and above, and fewer children. 20% of the population is aged 65 and over, compared to 16% statewide. (Figures 1.4 and 1.5 following page)

Figure 1.6 presents *households* with children, which differs from the share of *population* with children presented above.

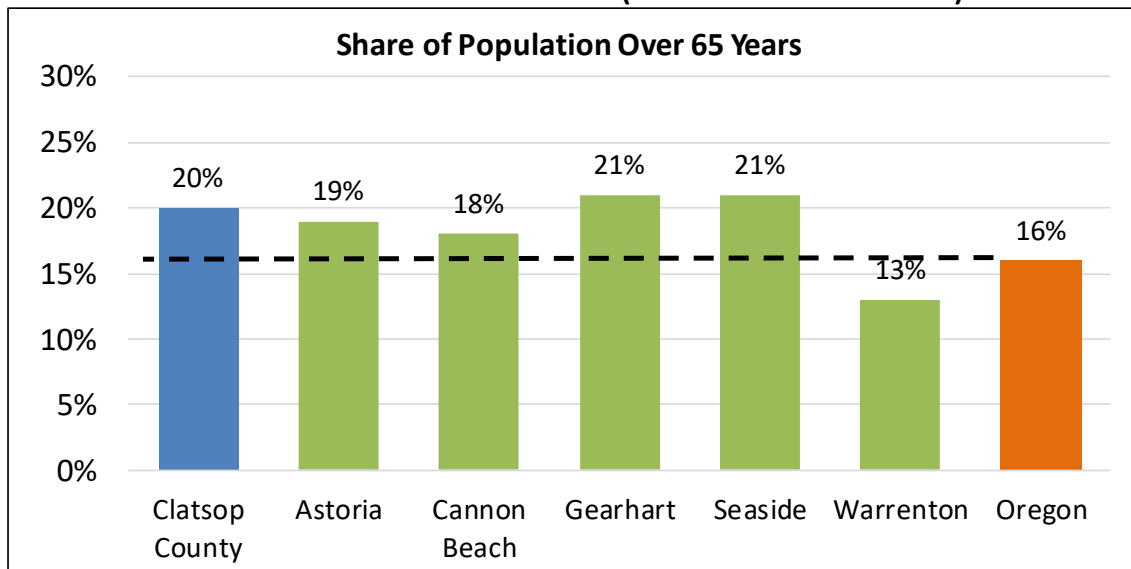
All of the cities except Warrenton have a higher relative share of older residents, and fewer families with children. Gearhart has a share of households with children similar to the statewide average.

FIGURE 1.4 POPULATION BY AGE COHORT (CLATSOP COUNTY)



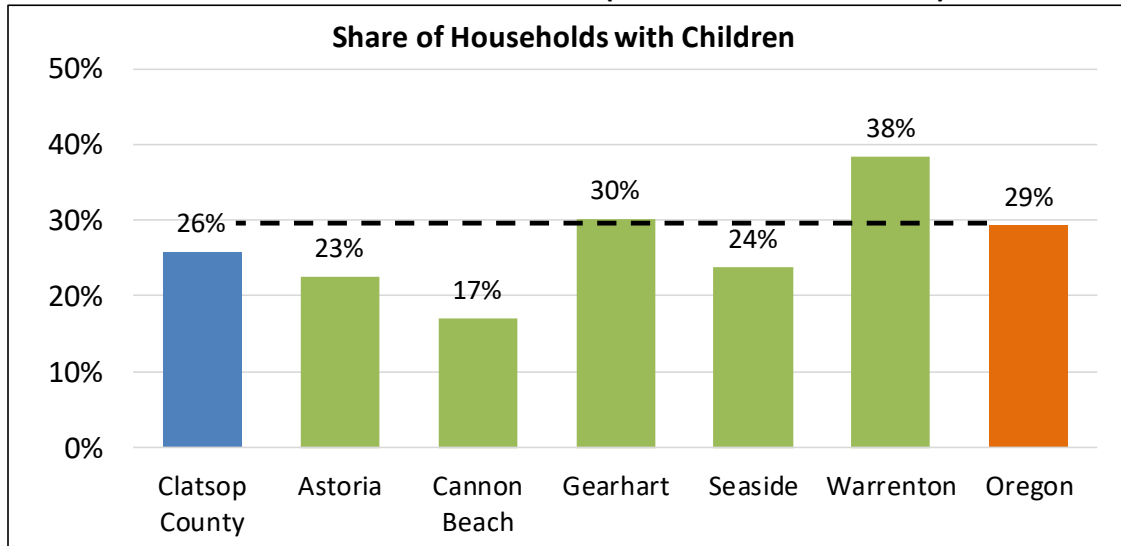
Source: American Community Survey, 2017 5-Year, S0101

FIGURE 1.5: SHARE OF RETIREMENT-AGE POPULATION (CLATSOP COUNTY AND CITIES)



Source: American Community Survey, 2017 5-Year, S0101

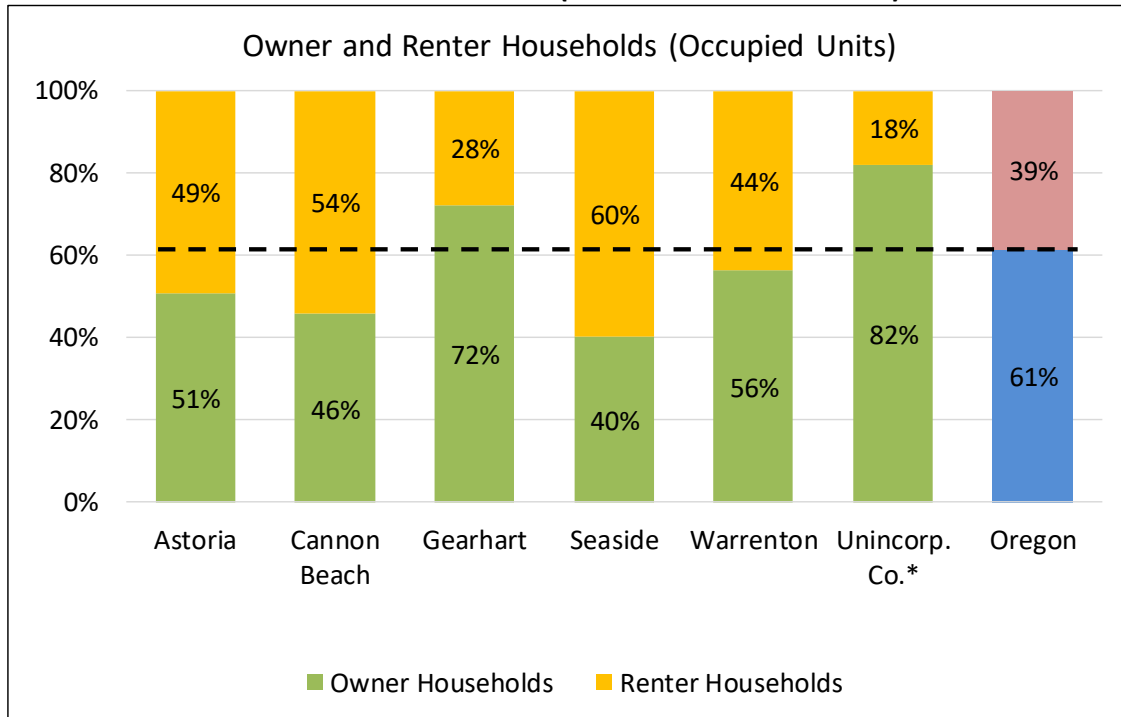
FIGURE 1.6: SHARE OF HOUSEHOLDS WITH CHILDREN (CLATSOP COUNTY AND CITIES)



Source: American Community Survey, 2017 5-Year, B11005

Tenure (Owners and Renters): At 60% ownership, Clatsop County has an ownership rate similar to the statewide level. However among the cities, many have a relatively higher share of renters among their permanent residents. Gearhart and unincorporated areas have a higher ownership rate.

FIGURE 1.7: TENURE OF OCCUPIED HOUSEHOLDS (CLATSOP COUNTY AND CITIES)

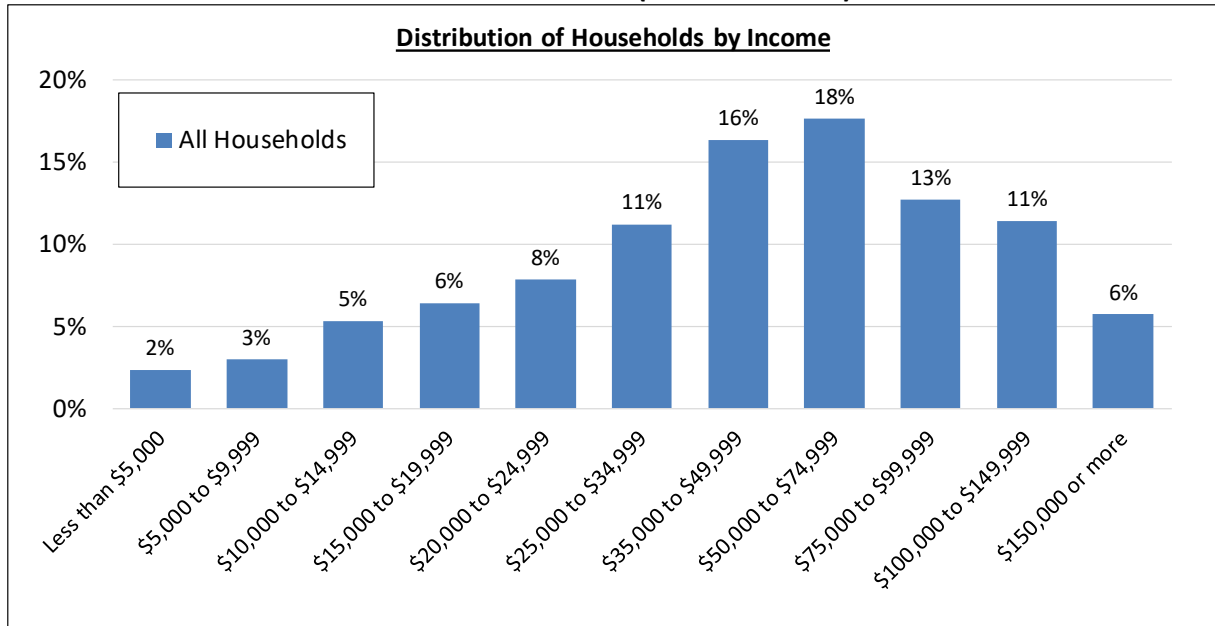


Source: American Community Survey, 2017 5-Year, B25007

* Unincorporated statistic is estimated; geography not available from Census

Median Household Income: The Clatsop County median income has grown since 2000, at nearly 2% per year. This has slightly lagged inflation over this period. However, since 2010, the median income has outpaced inflation (2.4% to 1.7%) meaning that income rebounded relatively strongly during this economic recovery period. The greatest share of households earn between \$35,000 to \$99,000.

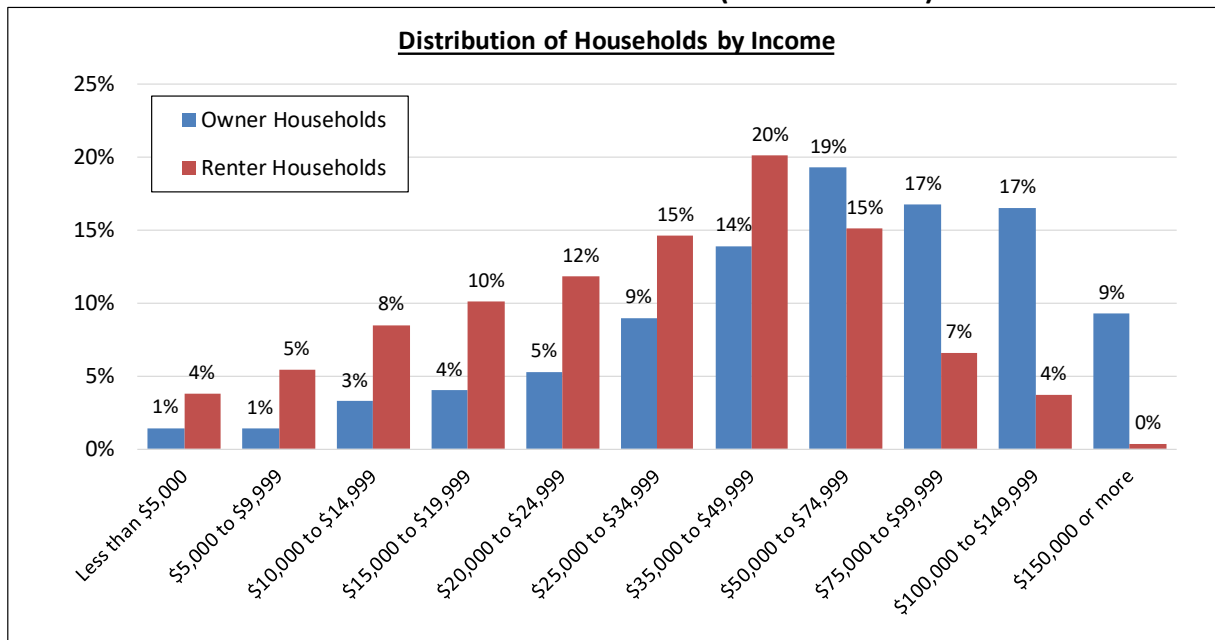
FIGURE 1.8: DISTRIBUTION OF HOUSEHOLDS BY INCOME (CLATSOP COUNTY)



Source: American Community Survey, 2017 5-Year, B25118

Owner households have a higher median income (\$65,500) than renter households (\$34,500).

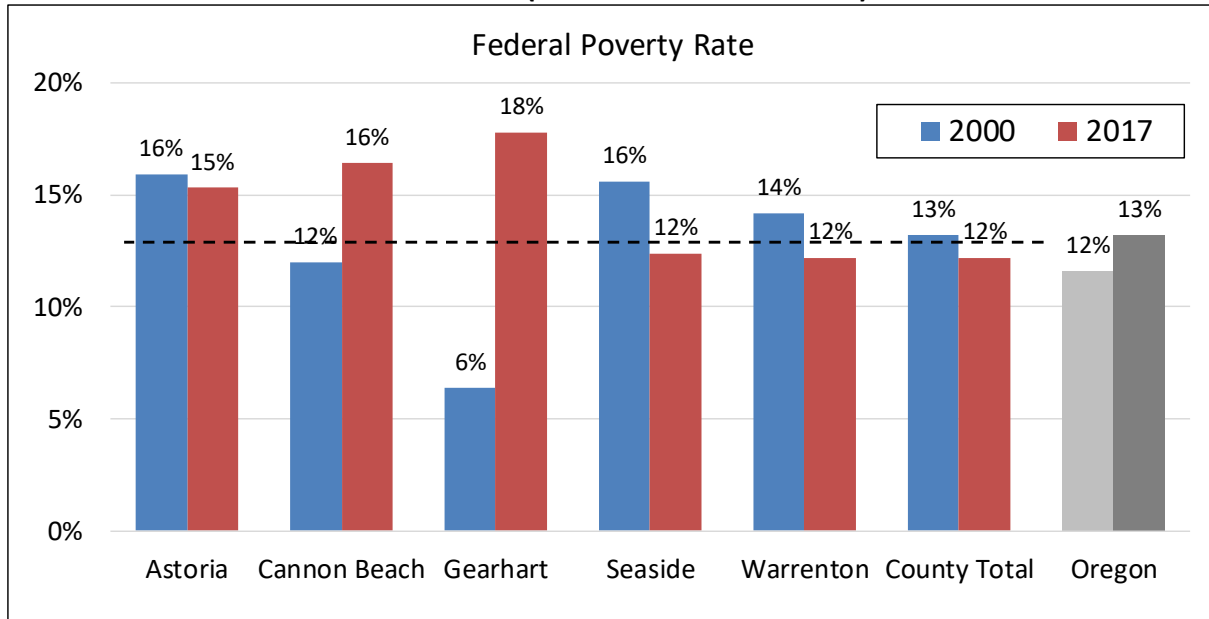
FIGURE 1.9: DISTRIBUTION OF HOUSEHOLD INCOME BY TENURE (CLATSOP COUNTY)



Source: American Community Survey, 2017 5-Year, B25118

Poverty Rate: As of 2017, the Census estimates the poverty rate in Clatsop County at 12%, close to the Oregon rate of 13%. The cities of Astoria, Cannon Beach and Gearhart have a higher estimated poverty rate. The Census estimates a large jump in the poverty rate in Gearhart between 2000 and 2017, but the reason for such a large increase is unknown. Cannon Beach also has an estimated increase, though to a lesser degree. Other cities have seen a decrease in the estimated poverty rate since 2000.

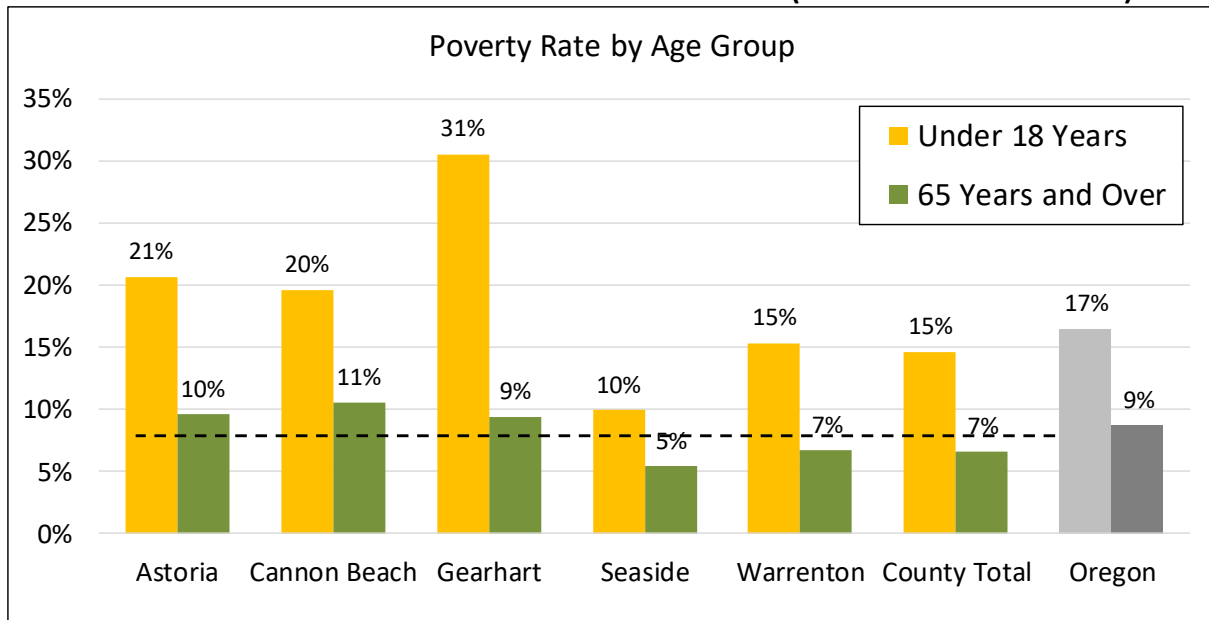
FIGURE 1.10 POVERTY RATE FOR POPULATION (CLATSOP COUNTY AND CITIES)



Source: American Community Survey, 2017 5-Year, S1701

As seen statewide, the poverty rate among children is higher than that among older residents.

FIGURE 1.11: POVERTY RATE FOR YOUNGER AND OLDER POPULATION (CLATSOP COUNTY AND CITIES)



Source: American Community Survey, 2017 5-Year, S1701

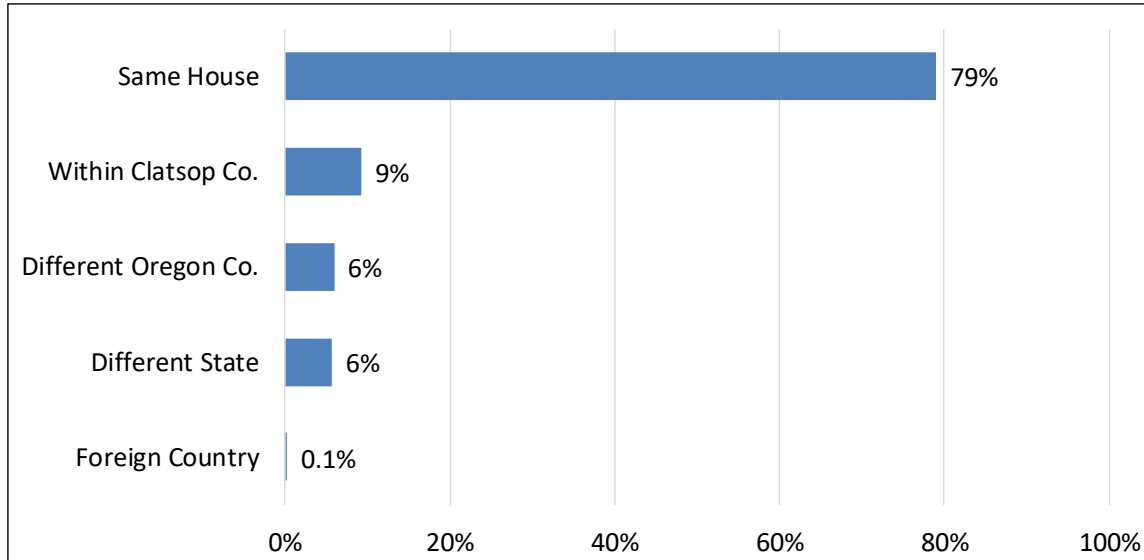
Homelessness: The one-night homeless count conducted in 2017 found 680 sheltered and unsheltered homeless individuals, essentially unchanged from the prior 2015 count. However, the non-profit agency Clatsop Community Action, estimates that the number of homeless individuals is likely more than 1,000. In particular, those staying temporarily in the homes of friends and family are in a precarious housing situation, but unlikely to be counted in the one-night count.

Even if the official count is low, it still places Clatsop County behind much larger counties (Multnomah, Lane, Marion, and Deschutes) in the total count of homeless individuals. More starkly, Clatsop County features the highest rate of homelessness per 1,000 residents than any other county in the state. With a rate of 17.4 homeless people per 1,000 in population, Clatsop County is double the next highest rate of 8.7 in Tillamook County.

Many of the counties with the highest rates of homelessness are coastal states, including Coos and Curry county in the south. Other counties with high rates are rural counties and the urban Multnomah County. The rate of homelessness speaks to the need for continuing to build a full spectrum of services and housing types to shelter this population, from temporary shelter to subsidized affordable housing.

Migration: The Census estimates that 21% of county residents moved within the prior year, according to the most recent data available (Figure 1.12). Somewhat less than half of movers, moved within the county itself. Of the remainder, roughly half moved from within Oregon, and half from outside of Oregon. Those moving from outside the county in the previous year represented 12% of all households.

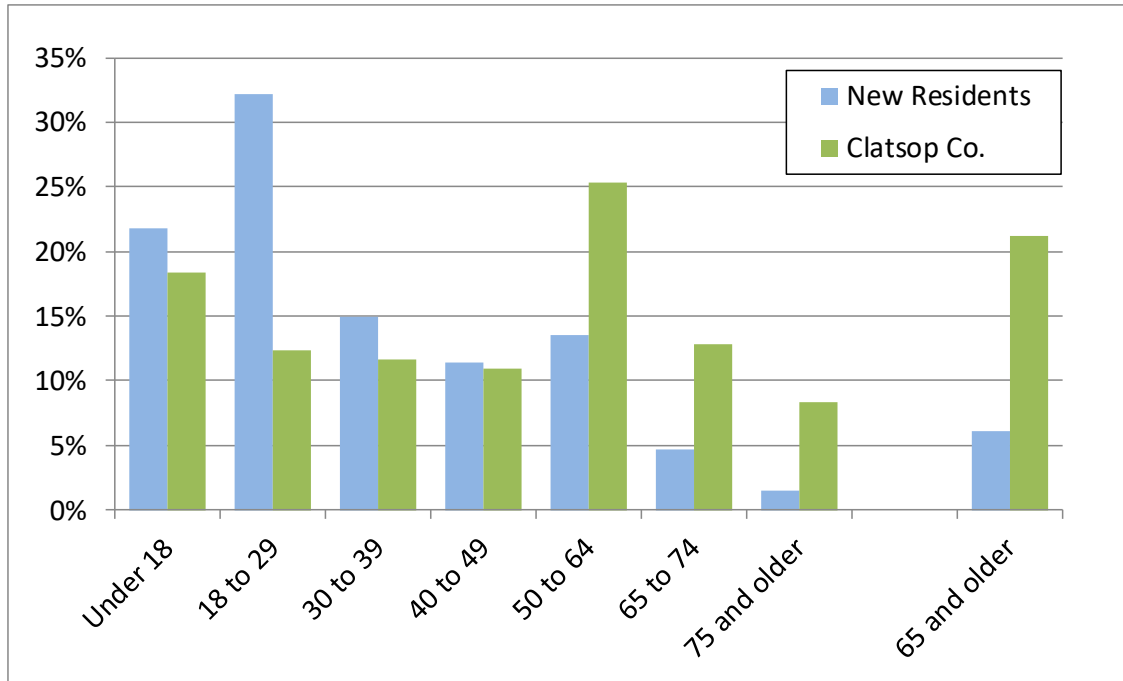
FIGURE 1.12: PLACE OF RESIDENCE IN THE PRIOR YEAR



Source: American Community Survey, 2017, B07001

Figure 1.13 shows a comparison of the age groups of existing county residents (including those who moved within the county), and the age groups of new residents moving into the county. New residents to the county are more likely to be younger, including children and those in their 20’s than existing residents who are much more likely to be 50 years or older. This implies that the county is attracting younger movers, and more family households, while existing residents are more likely to be retired or “aging in place” within the county.

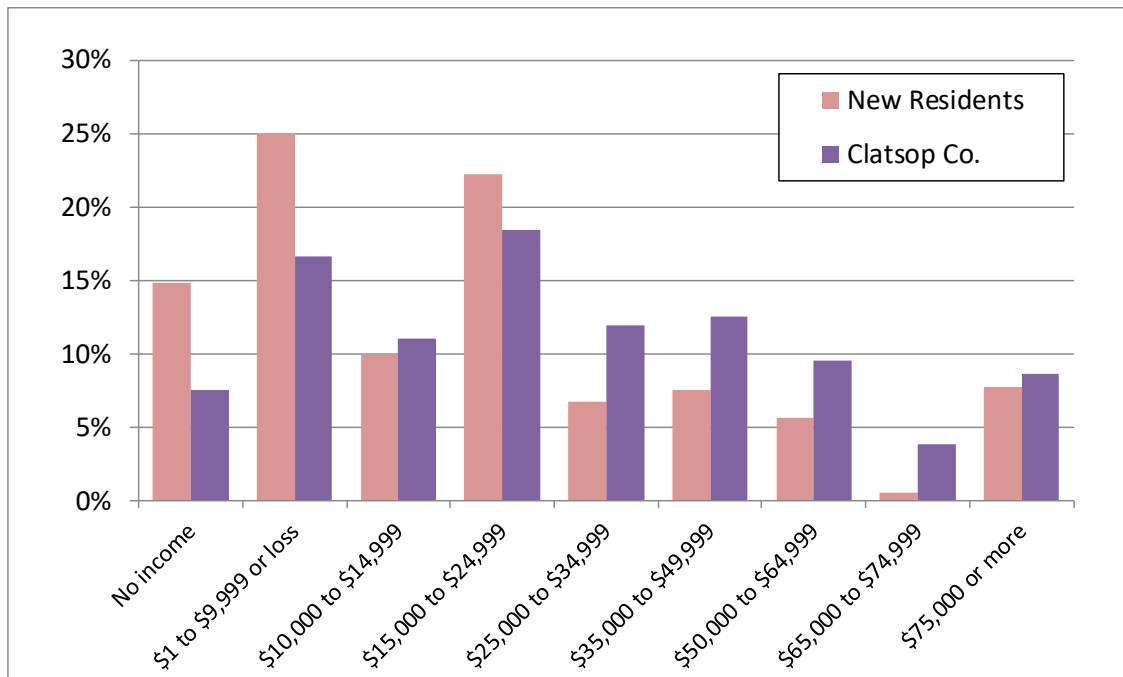
FIGURE 1.13: AGE OF NEW VS. EXISTING RESIDENTS



Source: American Community Survey, 2017 5-Year, B07001

Figure 1.14 shows a comparison of the income groups of existing county residents vs. new residents. New residents to the county are likely to have lower household incomes than existing residents. This is in keeping with the younger nature of the new households. (Note that this is *individual* income, not household income.)

FIGURE 1.14: INCOME OF NEW VS. EXISTING RESIDENTS



Source: American Community Survey, 2017 5-Year, B07001

Net Migration: The IRS provides data on migration patterns on the county level by tracking the location claimed on tax returns of individual households from one year to the next. The most recent data is from migration between the 2015 and 2016 tax years. These data track tax returns, which is not necessarily synonymous to individual households, as some households may have multiple returns, or in some cases no return. However, the data does provide a proxy measure that gives some idea of migration patterns.

Measured by returns, there was an inflow of 1,488 “households” and an outflow of 1,126 “households” moving out of the county (Figure 1.15). This amounts to a net inflow of 362. A bit less than 30% of the new “households” were from Oregon, while an estimated two thirds were from a different state. (The number of new returns from abroad was too small to be reported by the IRS). The largest share of new residents from out of state comes from Washington, followed by California. Of those leaving the county, the largest share move to other Oregon counties, followed by Washington.

FIGURE 1.15: MIGRATION PATTERNS MEASURED BY TAX RETURNS (CLATSOP COUNTY)

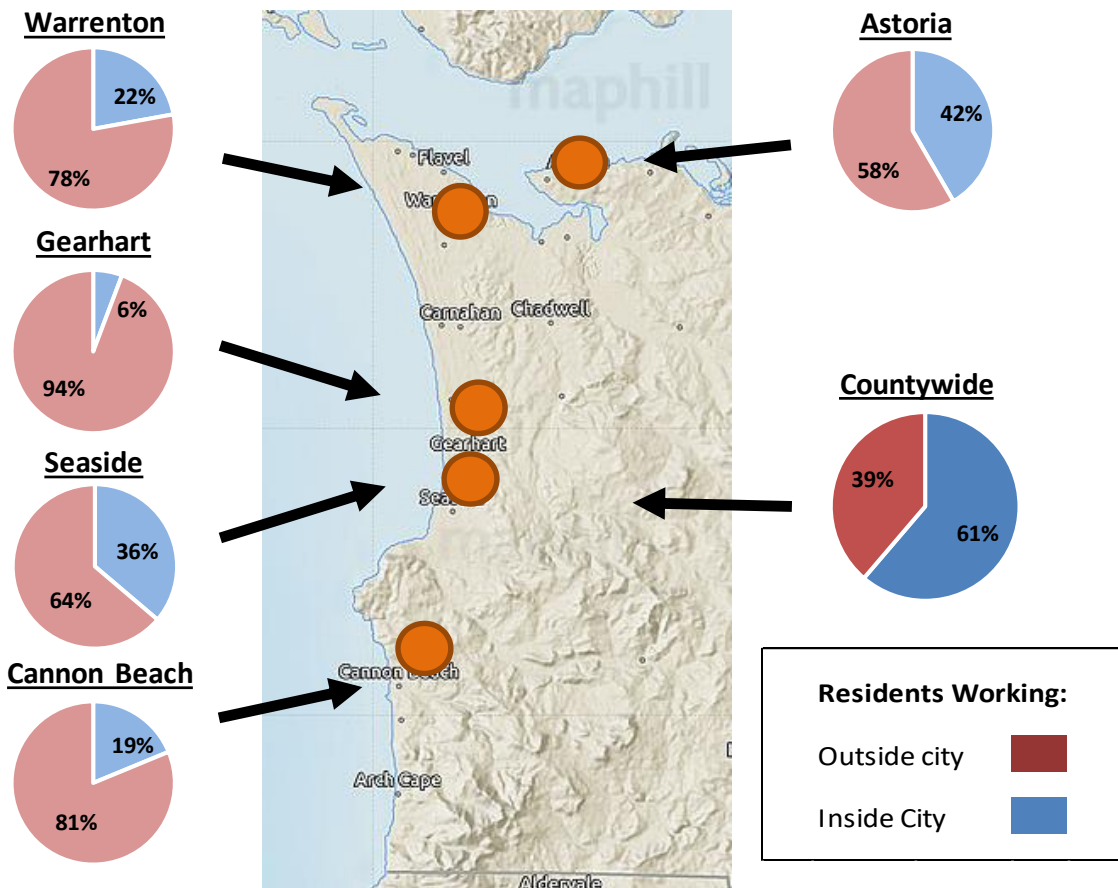
<u>Category</u>	<u>Inflow</u>		<u>Outflow</u>		<u>Net Inflow</u>
Total Migrants	1,488		1,126		362
Migrants - Within Oregon	604	41%	501	44%	103
Migrants - Different State	884	59%	625	56%	259
Non-Migrants	13,329		13,329		

Source: IRS Migration Data, 2015-16

2. Employment and Income

Commuting: According to the Census Employment Dynamics database, there is a lot of cross-commuting among residents in Clatsop County. An estimated 39% of working residents work somewhere outside of county. Within the cities, it is very common for local working residents to work outside of their local community. Astoria and Seaside have the most local residents working inside the city and roughly 40%. The other Clatsop County cities have a much smaller share of residents working locally.

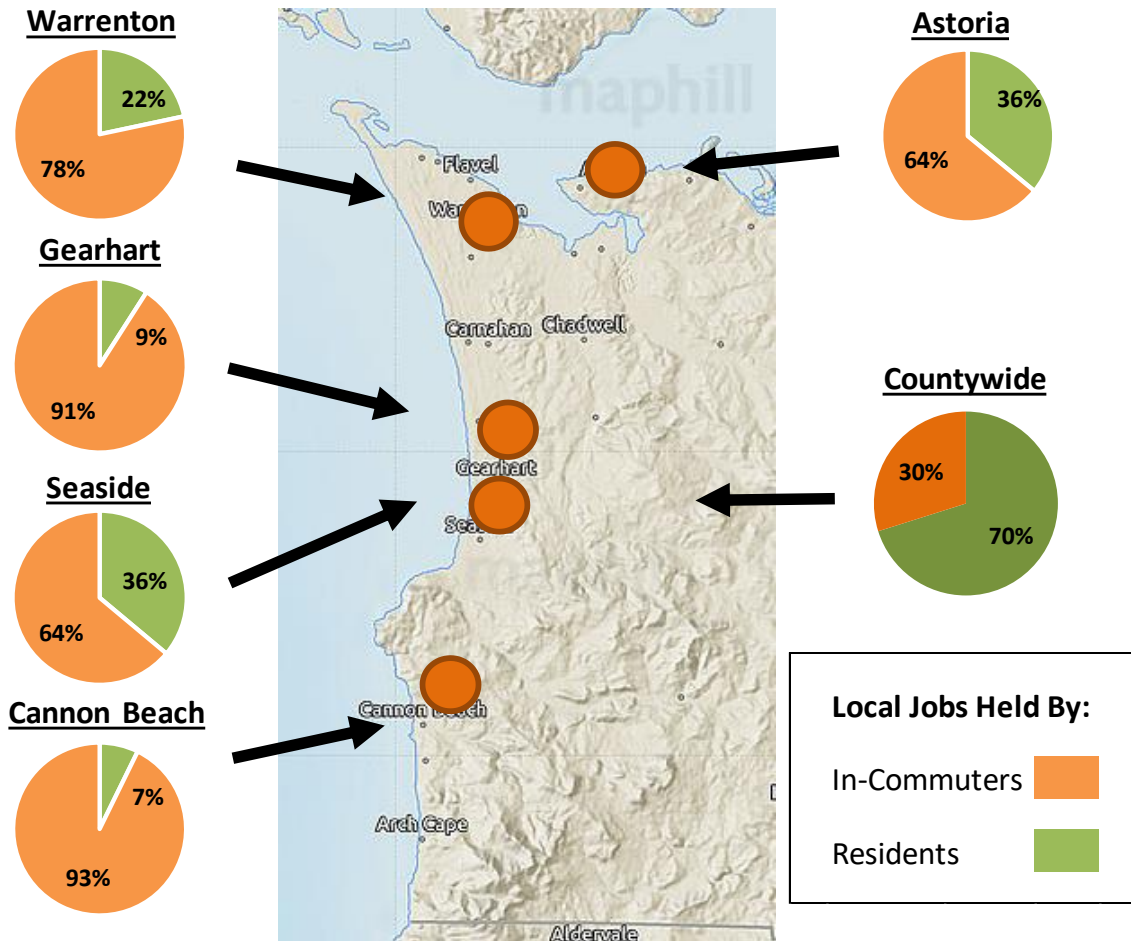
FIGURE 2.1: WHERE LOCAL RESIDENTS WORK (CLATSOP COUNTY AND CITIES)



Source: US Census Employment Dynamics

While 70% of jobs in the county are held by county residents, among the local cities, most local jobs are not held by residents of the city (Figure 2.2). In all the cities, a majority of the jobs are held by non-residents. This pattern indicates that it is very common for residents to live in one Clatsop County city or unincorporated area and commute to a different Clatsop County area for employment.

FIGURE 2.2: WHO HOLDS LOCAL JOBS (CLATSOP COUNTY AND CITIES)

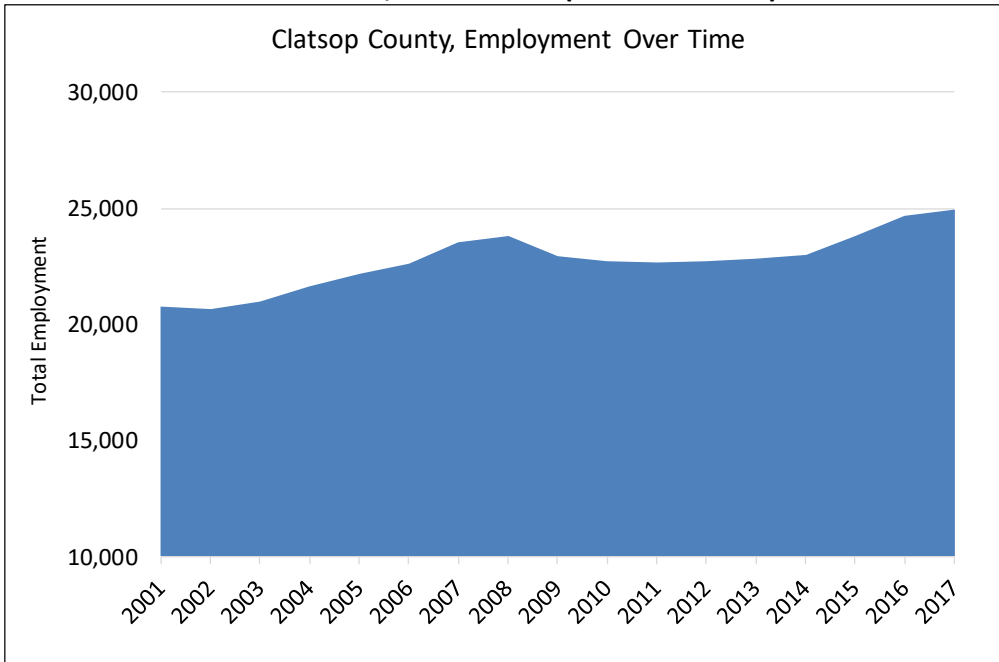


Source: US Census Employment Dynamics

Employment Levels: There are an estimated total of 24,975 jobs in Clatsop County (Figures 2.3). This is nearly 1,200 more jobs than the prior peak in 2008. During the following recession, the county lost nearly 5% of employment by 2011, but has regained 10% since the recovery took hold.

The industries representing the greatest share of employment (Figure 2.4) are tourism related (Retail and Food Service and Accommodation). Other industries with the greatest employment are Health and Social Services, and Manufacturing (which includes wood and fish processing facilities).

FIGURE 2.3: TOTAL EMPLOYMENT, 2001 – 2017 (CLATSOP COUNTY)



Source: US Bureau of Economic Analysis

FIGURE 2.4: EMPLOYMENT BY INDUSTRY SECTOR (CLATSOP COUNTY)

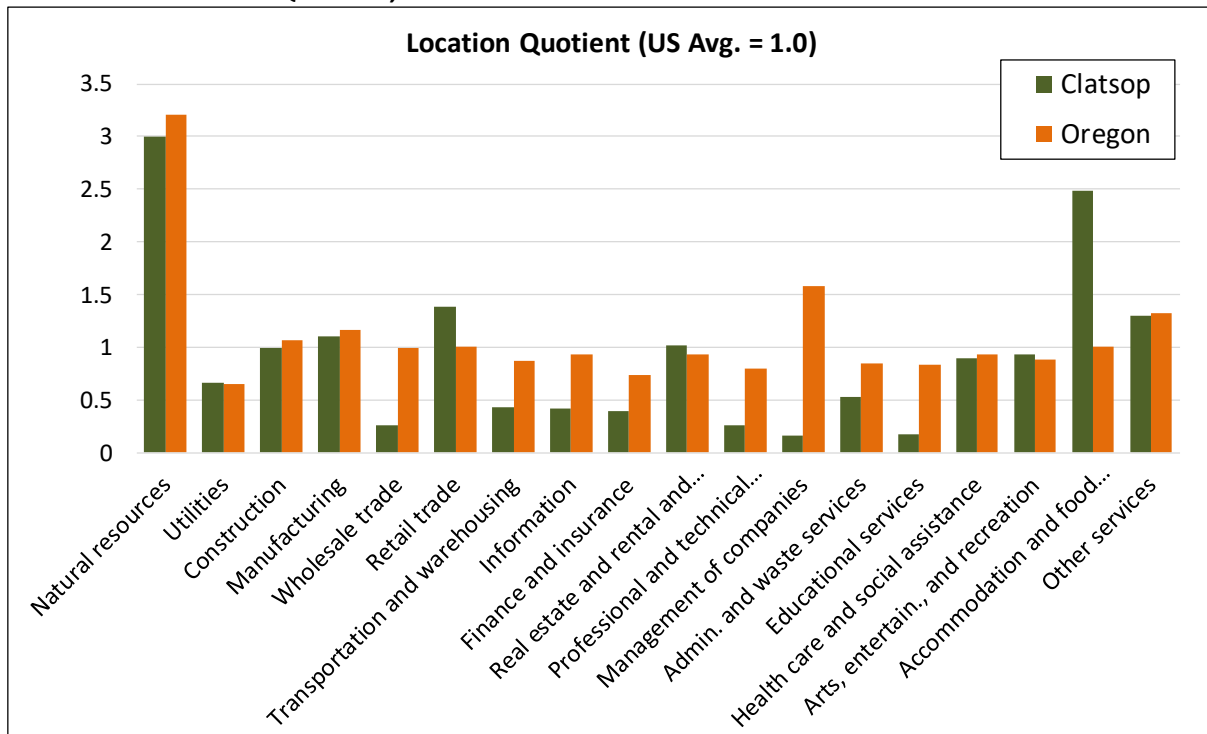


Source: US Bureau of Economic Analysis

Figure 2.5 presents a measure of how industries are represented in Clatsop County and Oregon vs. the representation nationwide. In each industry, a Location Quotient (LQ) of 1.0 represents the national average representation for that industry as a share of employment. Where a local industry has an LQ higher than 1.0, that industry has a greater representation. An LQ lower than 1.0 means that industry has a smaller representation than the national average.

In Clatsop County, the natural resources sector, which includes forestry and fishing, has a strong representation, as does the accommodation and food service industry. Retail trade also has an LQ greater than 1.0.

FIGURE 2.5: LOCATION QUOTIENT, CLATSOP COUNTY AND OREGON

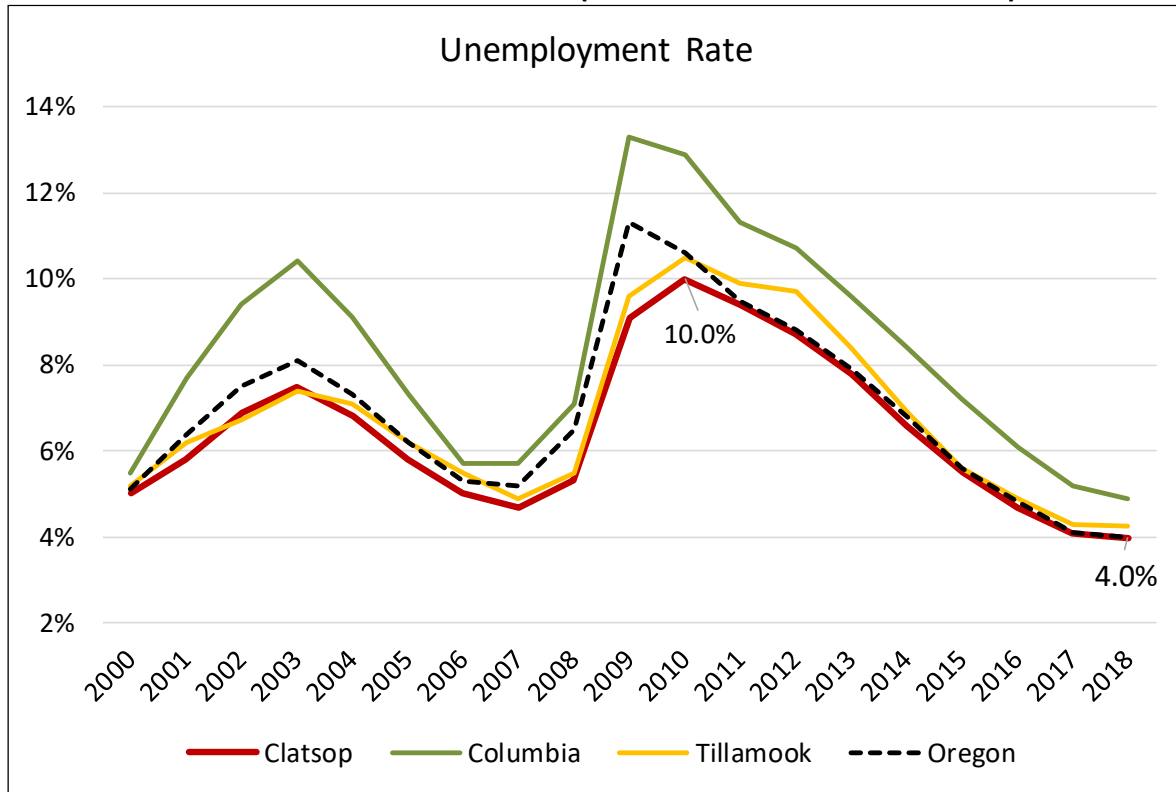


Source: US Bureau of Economic Analysis

Unemployment Rate: The unemployment rate in Clatsop County tracks the statewide rate fairly closely. The current rate of 4% is near historic lows and reflects the strong job growth seen statewide during this now decade long expansion coming out of the recession. Clatsop County has generally fared somewhat better than neighboring counties of Tillamook and Columbia (Figure 2.6).

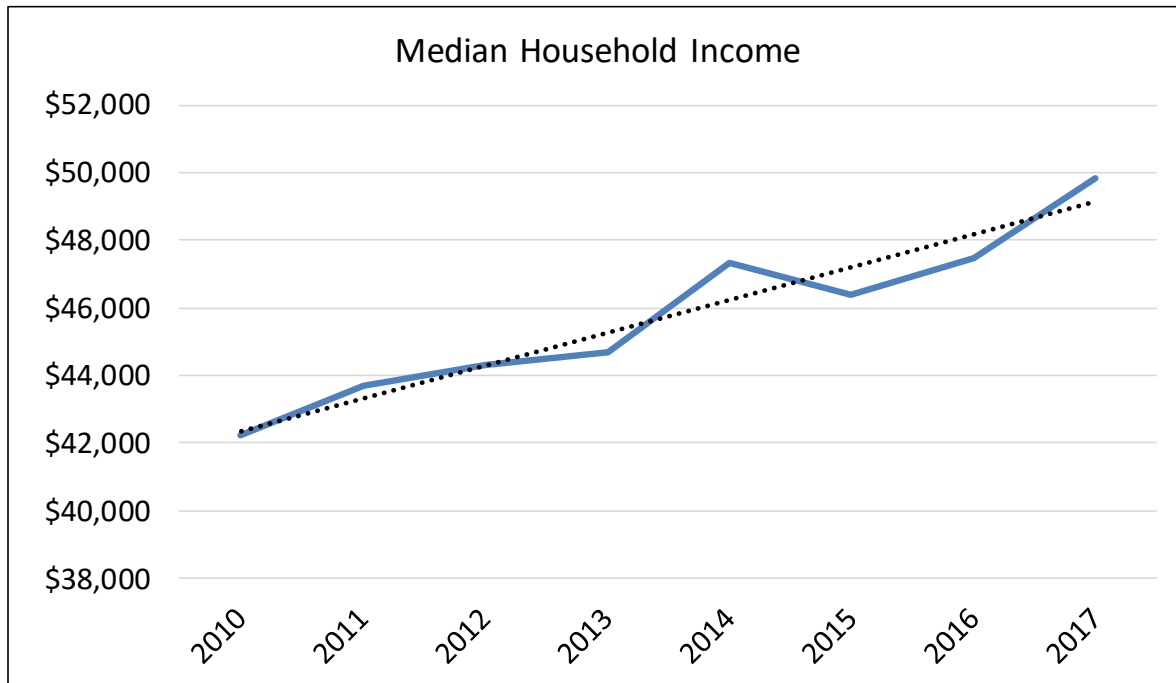
During the recovery period, Clatsop County has experienced healthy income growth (Figure 2.7). The median household income has grown 18% since 2010. This is an annual growth rate of 2.4% in comparison to the annual inflation rate of 1.7% during that period.

FIGURE 2.6: UNEMPLOYMENT RATE 2000 – 2018 (CLATSOP COUNTY AND COMPARISONS)



Source: US Bureau of Economic Analysis

FIGURE 2.7: MEDIAN HOUSEHOLD INCOME 2010 - 2017

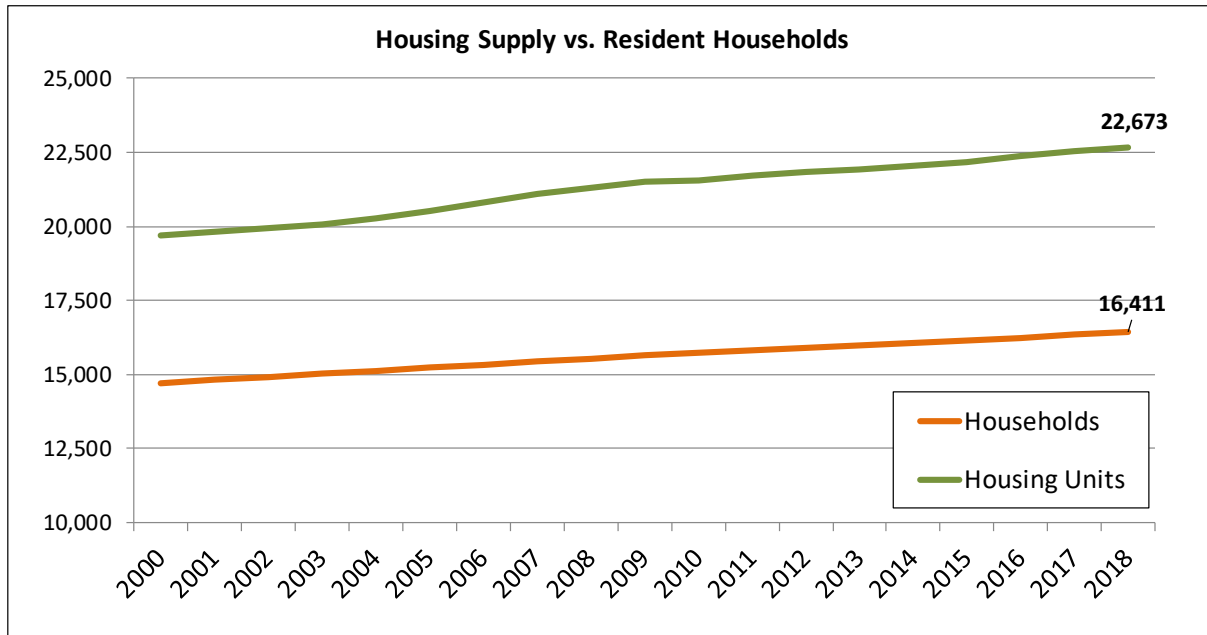


Source: American Community Survey, 2017 5-Year, B19013

3. Housing Inventory & Conditions

There are an estimated 22,700 housing units in Clatsop County for the roughly 16,400 permanent resident households (Figure 3.1). This amounts to an estimated overall “vacancy” rate of over 27%. At the same time, there is a perception of low housing availability, rising costs and low vacancies typically associated with a tight housing supply.

FIGURE 3.1: NUMBER OF HOUSING UNITS VS. NUMBER OF HOUSEHOLDS



Source: PSU Population Research Center, US Census

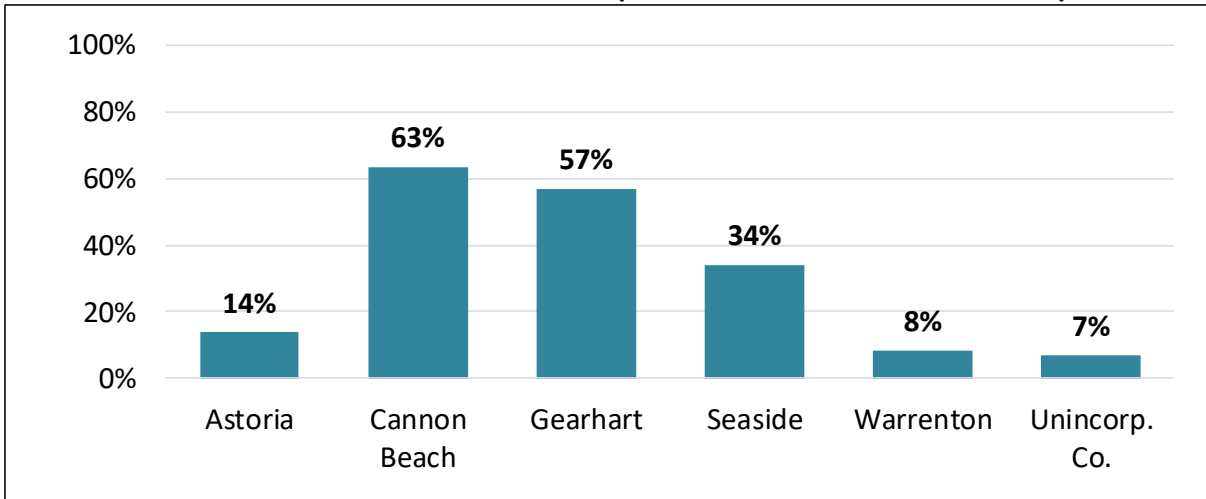
How is Local Housing Being Used? The discrepancy between the seemingly large supply and low availability has to do with how the local housing stock is owned and used. While the housing inventory is technically large enough to house all local residents and then some, much of the local stock is owned as second homes, vacation rentals, and related types of income or investment properties.

Because of this, a large share of homes are not available for local residents. As the needs of vacationers and year-round residents are different, much of this housing may also be of types and price points that are inappropriate to meet residents’ needs.

Figure 3.2 shows the estimated vacancy rate in the Clatsop County cities and unincorporated areas. The estimated vacancy rate of ownership housing is very high, especially in the beachside communities. In Cannon Beach and Gearhart, the Census estimates a vacancy rate of roughly 60%, an indicator of how much of this housing does not serve as the primary address of the owner.

This issue is discussed more through this section.

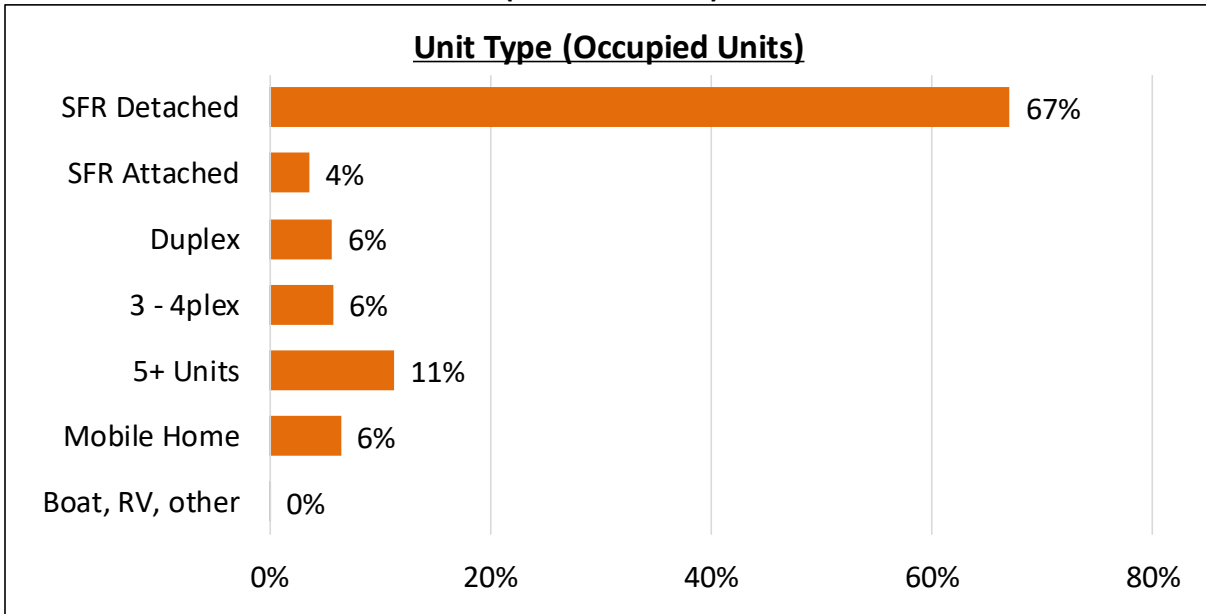
FIGURE 3.2: VACANCY RATE OF OWNERSHIP HOUSING (CITIES AND UNINCORPORATED COUNTY)



Source: American Community Survey, 2017 5-Year, B25004

Resident-Occupied Housing: Across the county, 67% of the *occupied* housing stock is single family homes, while another 6% are mobile homes. The remainder of occupied housing is found in some sort of attached structure (Figure 3.3).

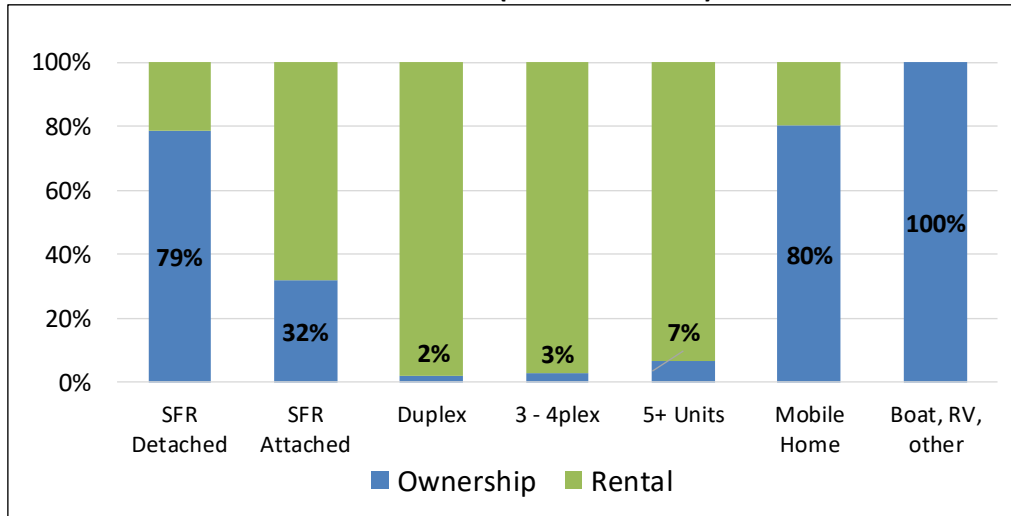
FIGURE 3.3: UNIT TYPE OF OCCUPIED UNITS (CLATSOP COUNTY)



Source: American Community Survey, 2017 5-Year, B25032

Most single-family homes and mobile homes are owner-occupied, while most attached types of housing are renter-occupied (Figure 3.4).

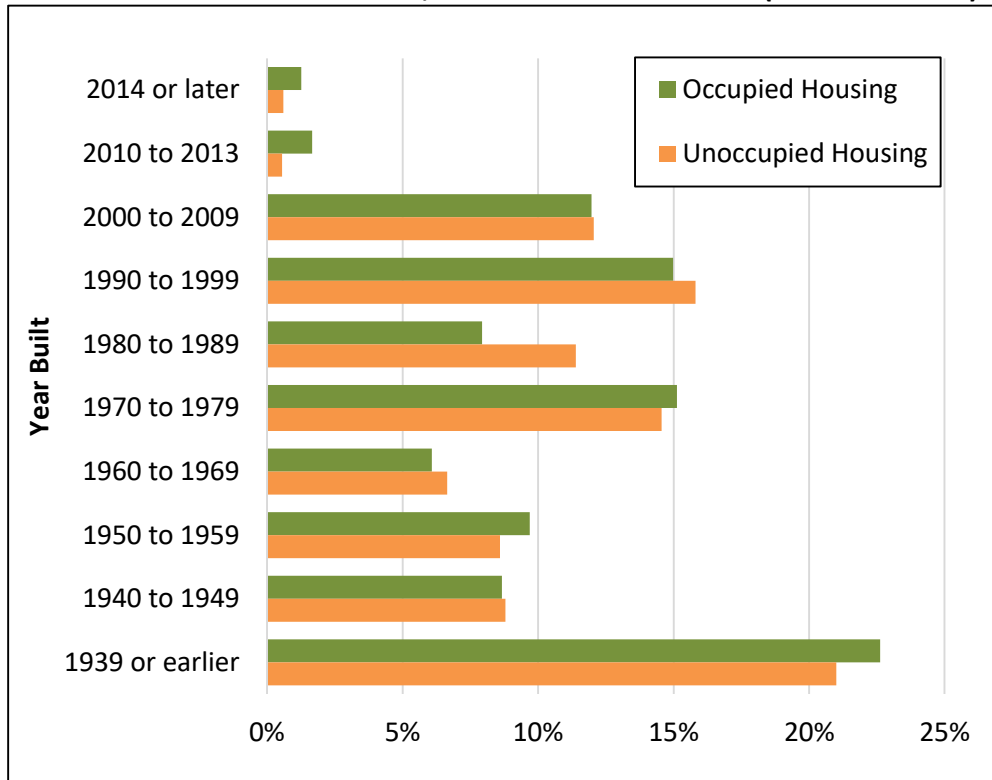
FIGURE 3.4: TENURE SHARE OF UNIT TYPES (CLATSOP COUNTY)



Source: American Community Survey, 2017 5-Year, B25032

Age of Housing Units: Figure 3.5 shows the estimated age of housing units in Clatsop County, including occupied and unoccupied units. There is not a great difference in the share of housing found in the two categories, except that a greater share of unoccupied units were built in the 1980's compared to occupied units. This may correspond to the development of a number of condominium projects in that decade.

FIGURE 3.5: AGE OF HOUSING UNITS, OCCUPIED AND UNOCCUPIED (CLATSOP COUNTY)

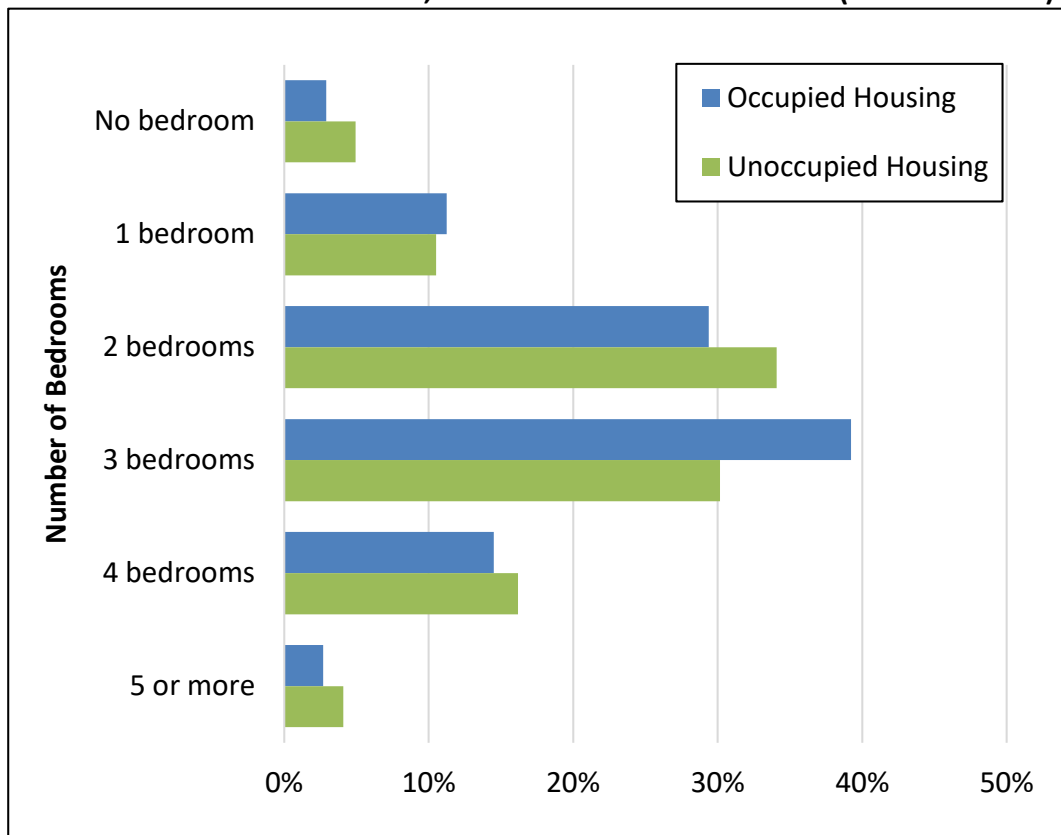


Source: American Community Survey, 2017 5-Year, B25034; B25036

Roughly 15% of the housing stock has been built since 2000, with another 15% being built in the 1990’s. Over 60% of housing was built prior to 1980, and over 40% built prior to 1950. Older housing is more likely to be in disrepair and substandard condition, especially given the rough coastal climate.

Number of Bedrooms: Figure 3.6 shows the breakdown by number of bedrooms of housing units in Clatsop County, including occupied and unoccupied units. Most units are either two-bedroom or three-bedroom units. The share is similar between occupied and unoccupied units, though a greater share of three bedroom units are occupied, rather than vacant. This may indicate that vacation units may be somewhat more likely to be small (condo units) or larger second homes of four or more bedrooms.

FIGURE 3.6: NUMBER OF BEDROOMS, OCCUPIED AND UNOCCUPIED UNITS (CLATSOP COUNTY)

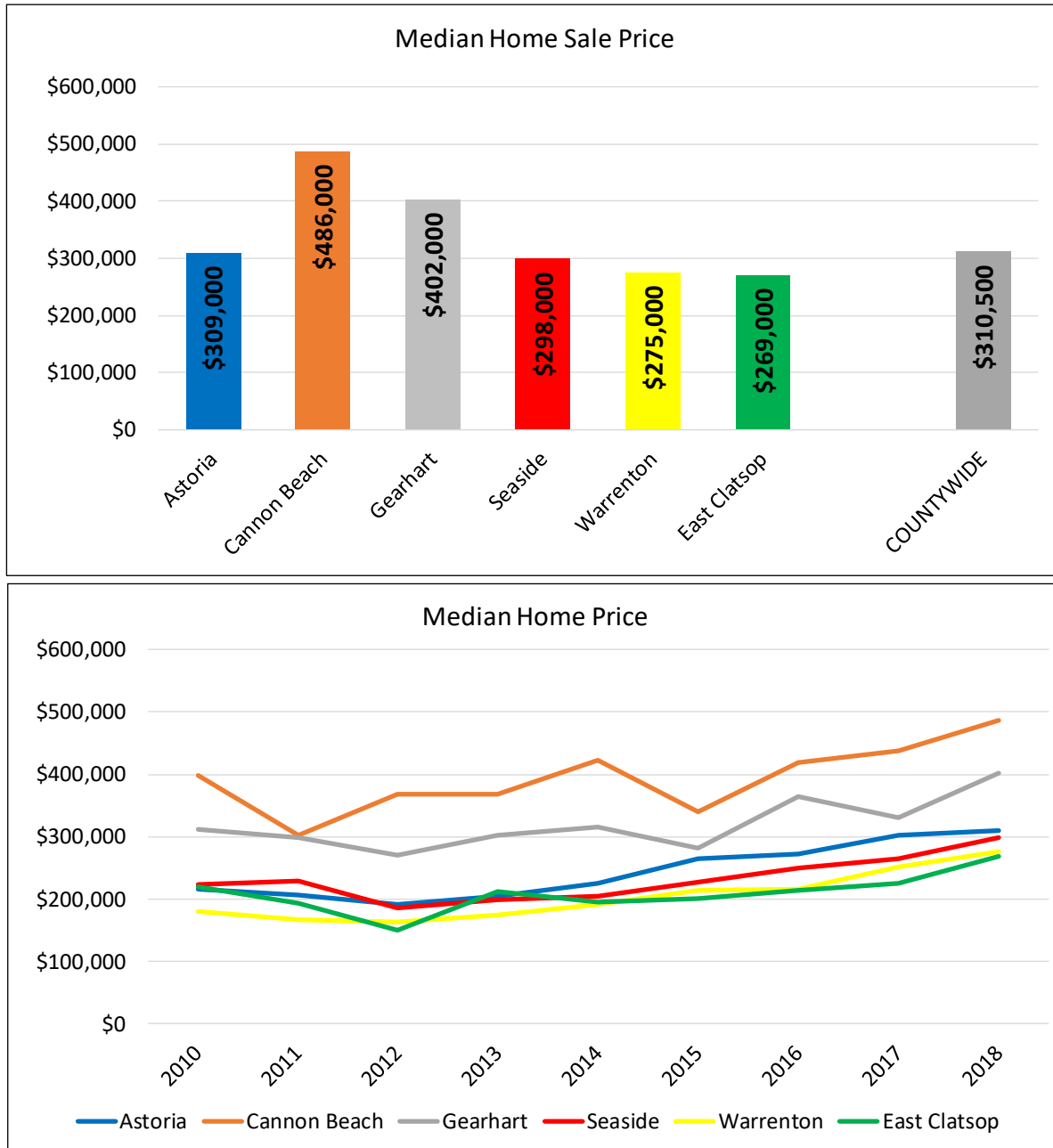


Source: American Community Survey, 2017 5-Year, B25041; B25042

Home Pricing: Home prices have been climbing in Clatsop County for some time after dipping in the wake of the housing bust. Across the county and local cities, prices began to climb again in 2012 (Figure 3.7). Cannon Beach experienced its lows the prior year in 2011.

Countywide, the median home sale price has climbed to \$310,500. The median price is now 15% higher than its previous 2018 peak, and 50% higher than its 2012 low. Median price has risen at an average annual rate of 7% since then, well exceeding income growth or inflation. This pattern is in keeping with housing prices in most Oregon markets during this recovery.

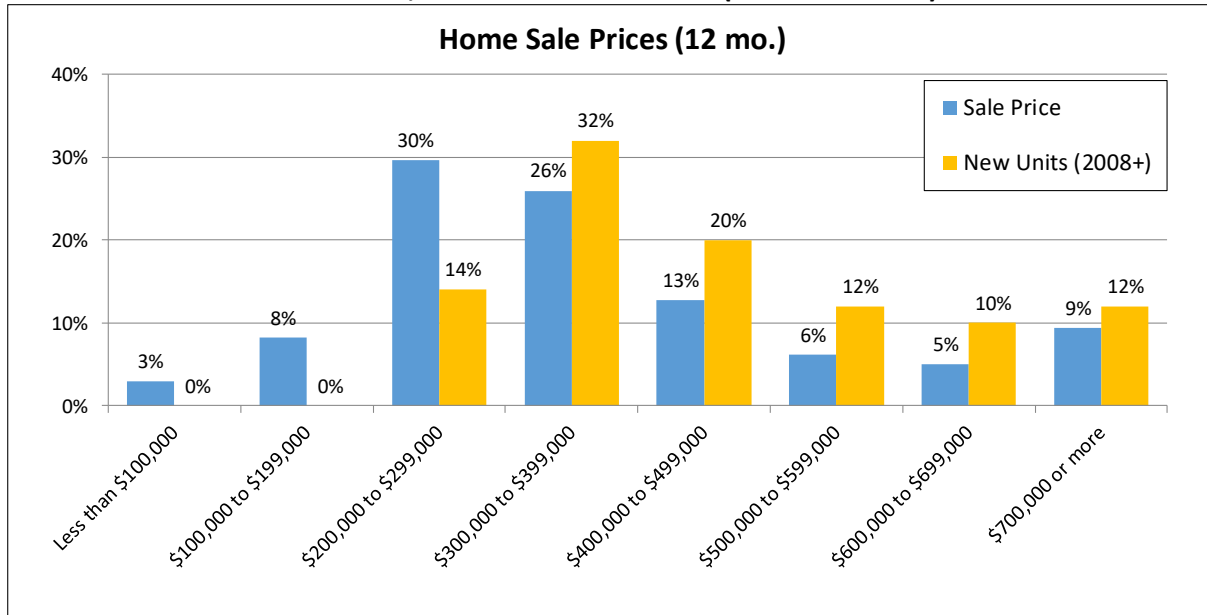
FIGURE 3.7: MEDIAN HOME SALE PRICE, 2018 (CLATSOP COUNTY AND CITIES)



Source: RMLS, Johnson Economics

As one might expect, newer units (those built in the last 10 years) sell for higher prices than all units. This is because new units are generally in better condition and more up-to-date than more aged units. Figure 3.8 shows that 85% newer units sold in the past year sold for more than \$300,000. None of the newer units sold for less than \$200,000. When looking at all sales, a much larger share of sales were clustered in the \$200,000 to \$300,000 range (30%). And a small share (11%) were sold for less than \$200,000.

FIGURE 3.8: MEDIAN HOME PRICES, NEW UNITS VS. ALL UNITS (CLATSOP COUNTY)



Source: RMLS, Johnson Economics

This indicates the importance of older housing “filtering” over time to first-time homebuyers and those of more modest income. Those with higher incomes or looking for “move-up” housing can purchase newer housing, leaving other units available. New supply must be continuously built to even at higher price points to free up other housing.

Average Rents: Figure 3.9 shows estimated average rents in the county and local cities. Rent levels are estimated to be similar across the county, but being somewhat higher in Astoria, Cannon Beach and Gearhart. Average rents are lowest in unincorporated areas, Seaside and Warrenton.

FIGURE 3.9: AVERAGE RENT LEVELS (CLATSOP COUNTY AND CITIES)

Unit Size	Astoria	Cannon Beach	Gearhart	Seaside	Warrenton	County (Unincorp.)
One bedroom:	\$925	\$900	\$850	\$825	\$800	\$700
Two bedroom:	\$1,250	\$1,200	\$1,200	\$1,200	\$1,150	\$1,100
Three bedroom	\$1,600	\$1,600	\$1,500	\$1,500	\$1,400	\$1,350
Est. Average:	\$1,239	\$1,241	\$1,289	\$1,155	\$1,189	\$1,144

Source: Property management, Online listings, US Census, Johnson Economics

Average rents are estimated based on discussions with property management and online listings. There is no data source that reliably tracks apartment rents over time. Property managers and the US Census do not indicate that rental rates have grown particularly quickly, averaging roughly 3% annually in recent years. However, the greater issue is availability, as renters and employers find it difficult to find vacant units to rent. Vacancy has been very low throughout the recent recovery, for at least the past eight years.

Housing Affordability: Figure 3.10 shows a comparison of average and median income levels in the county compared to current average rent and home price level. The affordable level of rent and home prices is based on the standard of spending 30% of gross income on rent or mortgage payments. It is estimated that roughly 69% of rental units are affordable to those earning average income. However, only 21% of recent home sales are occurring at a level that would be affordable to a household of average income. When median income, or average wage, are considered the share of units affordable at these levels is even lower.

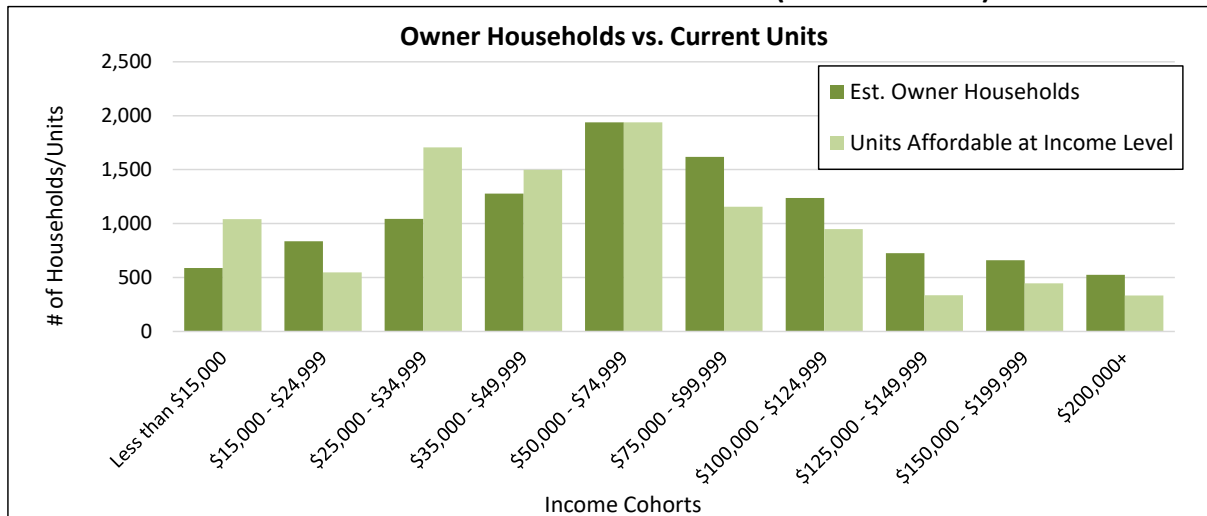
FIGURE 3.10: AFFORDABILITY OF CURRENT RENTS AND HOME PRICES (CLATSOP COUNTY)

Income Measure		Estimated Affordable Rent	% of Units at This Level	Estimated Affordable Home	% of Sales at This Level	% of Newer Units at this Level
Average Income:	\$65,000	\$1,400	69%	\$240,000	21%	4%
Median Income:	\$50,000	\$1,100	55%	\$190,000	11%	0%
Average Wage:	\$37,000	\$900	26%	\$150,000	5%	0%

Source: RMLS, Property management, Online listings, US Census, Johnson Economics

Figure 3.11 presents a comparison of current county households by income level, and an estimate of the number of housing units in the county at that home value. *These numbers are best estimates of current housing need and housing supply (minus seasonal units).*

FIGURE 3.11 OWNER HOUSEHOLDS VS. NON-SEASONAL UNIT VALUE (CLATSOP COUNTY)



Source: US Census, Envrionics Market Data, Johnson Economics

Note that this is an estimate of current value of homes, NOT the sale price of homes currently changing hands. Therefore it is estimated that there are some lower-value homes available for low-income owners, which may be counterintuitive. These may be mobile homes, or old or substandard homes. They may be owned by those who bought them long ago or inherited them, and are now on low fixed

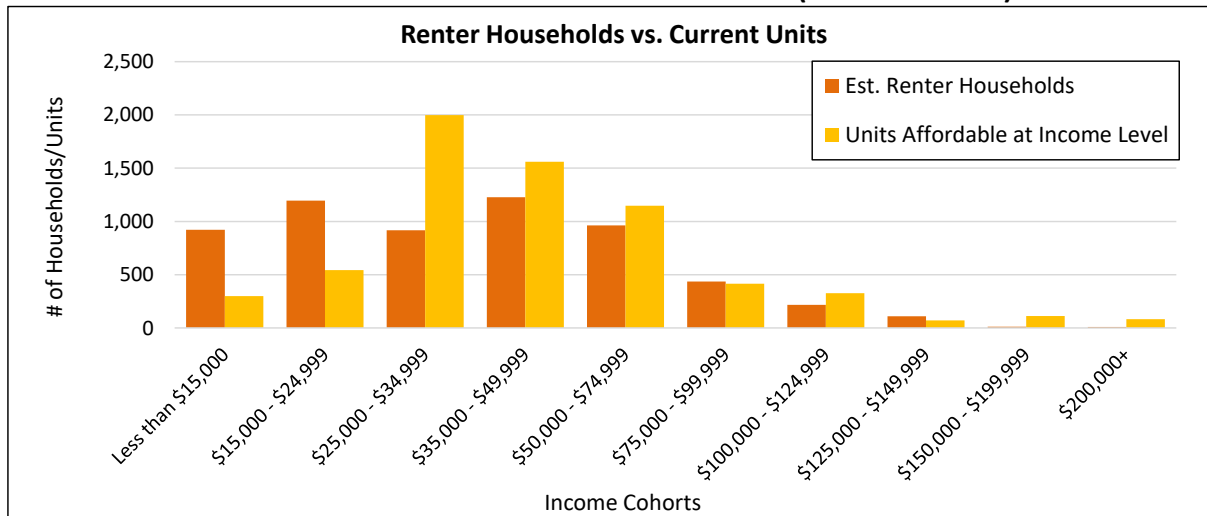
incomes, such as retirees. The ongoing costs of these homes are affordable to those who own them now and meet the *current* needs of those households.

For middle- and higher-income home owners the carrying costs of a home also fall over time relative to income level. Therefore, many long-term owners end up in homes with lower carrying costs (mortgage) than they can technically “afford.” However, when they change ownership, they are likely to sell for more than these values, perhaps even for the land alone.

Figure 3.12 presents a similar comparison of renter households with current unit rent levels. Because rental units change hands much more frequently and market rent levels tend to congregate near certain levels defined by the market, there are many fewer renter households in units cheaper than they can afford (as described for owners above).

There is an estimated unit surplus at the \$600 to \$1,400 range. This reflects the current range of most market rents, and therefore this is where most units are found. There is an acute estimated shortage of lower-priced rental units. This pattern is common across communities and regions, because so many renters spend more than 30% of their income on rent. As in most markets there is a continuous need for units at the lowest levels, which usually requires subsidized rents.

FIGURE 3.12 RENTER HOUSEHOLDS VS. NON-SEASONAL RENTAL UNITS (CLATSOP COUNTY)



Source: US Census, Envionics Market Data, Johnson Economics

Subsidized Affordable Housing: Figure 3.13 presents a map and summary of currently available subsidized affordable housing in Clatsop County. This includes housing owned by the Housing Authority and other agencies, as well as tax-credit projects which are obligated to offer units at subsidized rents for a contractual period of time.

There are nearly 1,350 subsidized affordable units in the county in nearly 50 projects. The subsidized units make up from 2% to 4% of all housing units across the local cities and county, and is similar to the share in neighboring Columbia and Tillamook counties. This indicates that the spread of these projects is fairly equitable across the communities.

FIGURE 3.13: SUBSIDIZED AFFORDABLE HOUSING IN CLATSOP COUNTY



Source: OHCS, Northwest Oregon Housing Authority, Johnson Economics

Vacation and Short-Term Rentals: Like other popular vacation and tourist destinations, Clatsop County has many homes that are used either as second homes or vacation rentals rather than as year-round homes for residents. As mentioned above, the estimated on-going vacancy rate in the county is 27% and is much higher in some of the individual cities.

In recent years, a combination of forces has added to the proliferation of “short-term rentals” in attractive destinations such as the Oregon Coast. The largest factor is the advent of new websites and apps such as AirBnb and Vacasa. While there have always been vacation rentals on the Oregon Coast, these technologies have made it much easier for property owners to rent out and manage their units remotely. These services can be used for a range of scenarios, including a permanent resident renting out a room, to distant investors who own the property purely for income and rarely if ever visit.

At the same time these services have been growing in popularity, two factors have probably contributed to the growth of this industry. First, after the “housing bust” of 2008-9, housing fell in value and was relatively inexpensive for investors who retained money to spend. Second, the prices that short-term rentals can charge has climbed since the introduction of these services as users have tested out what prices the market will pay. The combination of relatively affordable investment homes (for a few years) and rising income prospects have added to the growth in short-term rental activity.

Figure 3.14 shows estimated growth in new short-term rentals on major booking websites, compared to the estimated number of new housing units built in the County since 2010. The red line shows the growth in short-term rentals in this period, which has greatly accelerated starting roughly five years ago. (This measure is also a low estimate of short-term rental activity as the source used is not exhaustive.)

FIGURE 3.14: GROWTH IN SHORT-TERM RENTAL LISTINGS COMPARED TO NEW UNIT GROWTH, COUNTY



Source: US Census, AirDNA, Johnson Economics

This figure is not a direct comparison, as short-term rentals can take various forms, but it is included here as an indicator that the rapid growth of this activity can eat into the impact of adding new housing supply to the market. If the use of housing units for short-term rental activity also grows at the same time new supply is added, that impact will have a more muted impact on alleviating the housing crunch for local households.

The following figure shows a similar comparison for the local cities. It is estimated that the growth in short-term rental activity in the beachside communities of Cannon Beach, Seaside and Gearhart outpaced the addition of new units in recent years. This chart shows just rental listings described as

“whole home” indicating that this is not a permanent resident renting out a room or portion of their home. Of the total short-term rental units tracked by AirDNA, 84% were “whole home” rentals.

FIGURE 3.15: GROWTH IN SHORT-TERM RENTAL LISTINGS COMPARED TO NEW UNIT GROWTH, CITIES



Source: US Census, AirDNA, Johnson Economics

Short-term rentals can have some significant impacts on housing supply:

- Homes that are owned purely as investment properties to generate income from short-term rentals are homes that are not available for permanent county residents.
- To the extent that owning short-term rentals is profitable, local homes may be more “valuable” for that use than as a residence. (This means only *economic* value, as opposed to social value, equity, or other measures of value). In other words, an investor may bid up the prices on available homes because as an income property they can support a higher price and still make money. Homebuyers must compete for these homes at rising prices.
- Some owners of rental properties which have traditionally been rented to permanent local households, may find that it is more profitable to rent it for short-term stays to vacationers, thus removing one permanent rental unit from the inventory.
- Short-term rentals can be disruptive to established residential neighborhoods because they are not traditional residential activity. Short-term rentals are more closely related to commercial hotel activity. While a hotel would not be permitted to open in the middle of residentially-zoned land, short-term rentals often can.

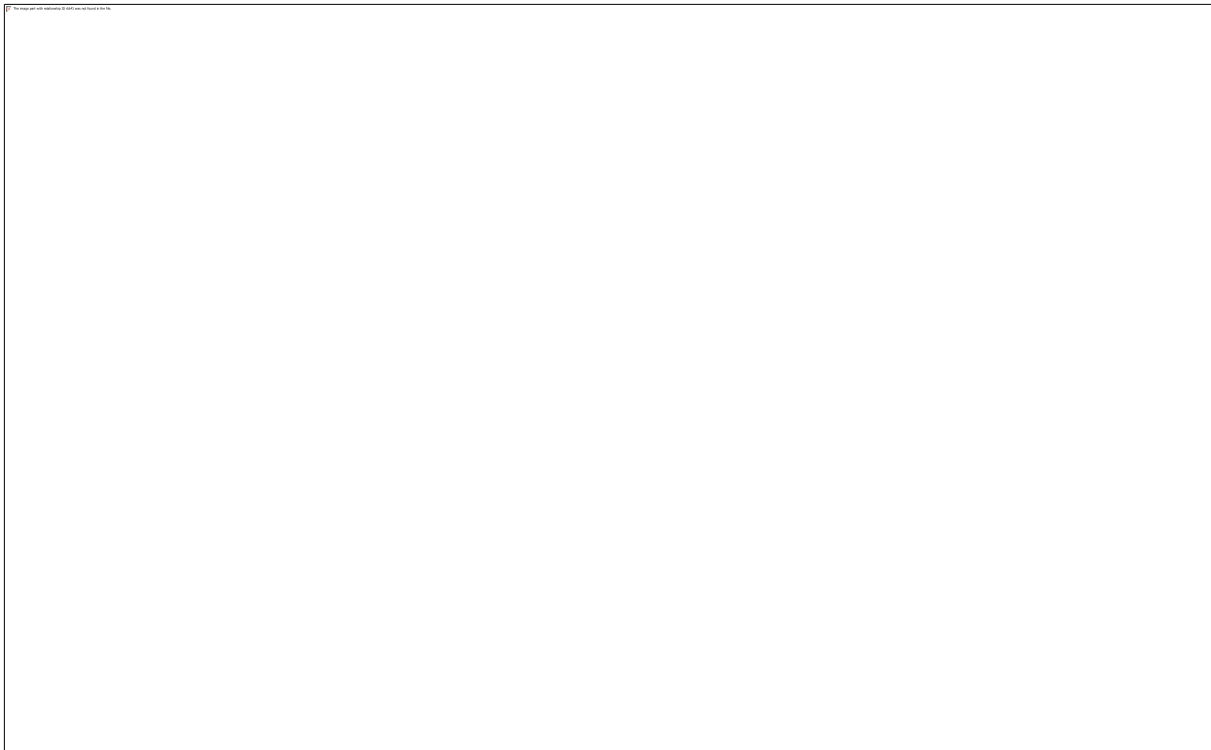
4. Future Housing Needs (20-Year) – Clatsop County Total

This section discusses the projection of future housing needs and explains the methodology used. This is provided here *at the County-wide level*. (Findings for the individual cities are presented at the end of this report, with less explanation of methodology and interim steps.)

* * *

The projected future (20-year) housing profile (Figure 4.1) in the study area is based on the current housing profile, multiplied by an assumed projected future household growth rate. The projected future growth is the official forecasted growth rate for Clatsop County generated by the PSU Oregon Forecast Program.

FIGURE 4.1: FUTURE HOUSING PROFILE, COUNTY (2038)



Sources: PSU Population Research Center Oregon Population Forecast Program, Census, JOHNSON ECONOMICS LLC

*Projections are applied to estimates of 2018 population.

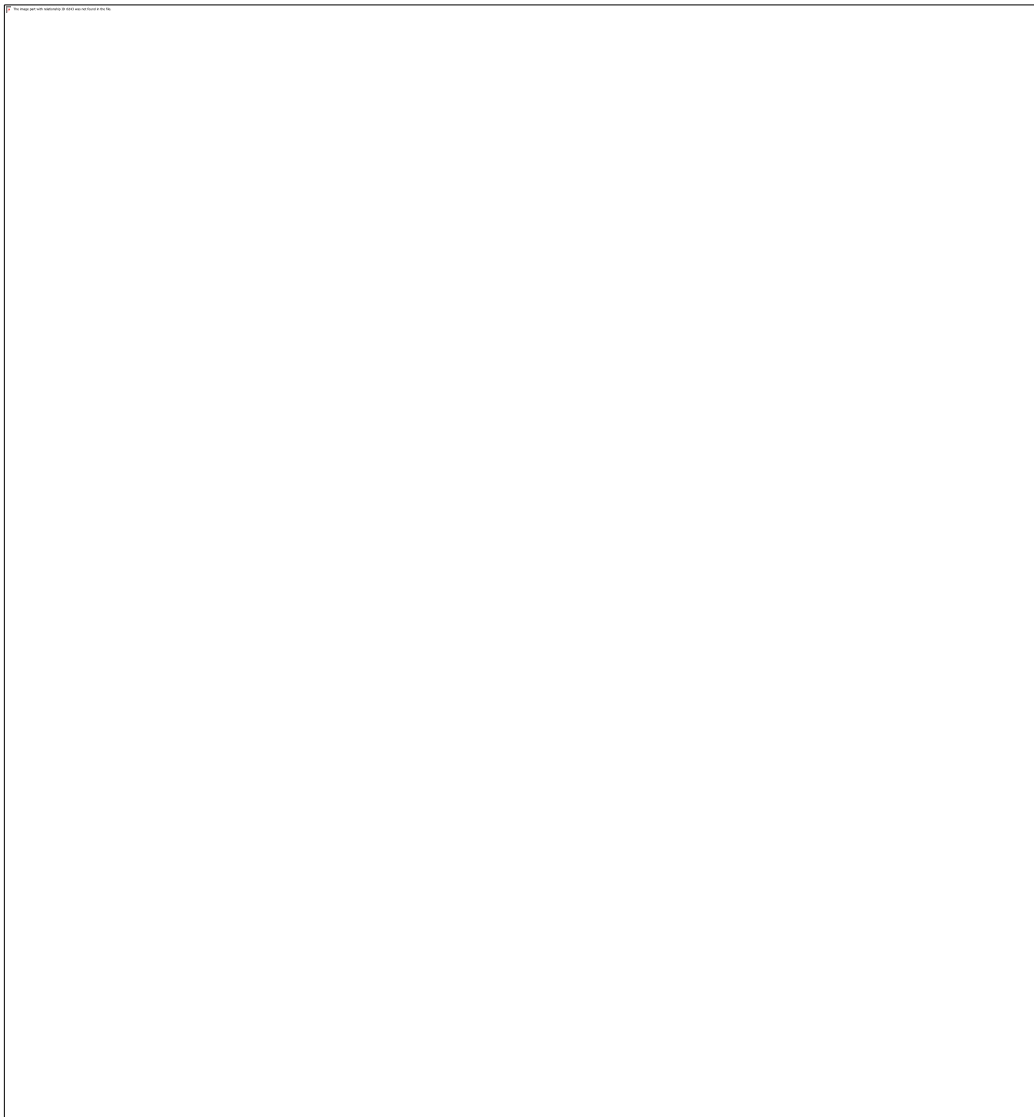
The model projects growth in the number of non-group households over 20 years of roughly 1,100 new households, with accompanying population growth of 3,620 new residents. (The number of households differs from the number of housing units, because the total number of housing units includes a percentage of vacancy, including an assumption for a continuing large share of second homes and vacation properties. Projected housing unit needs are discussed below.)

PROJECTION OF FUTURE HOUSING UNIT DEMAND (2038)

The profile of future housing demand includes current and future households *but does not include a vacancy assumption* (occupied housing only). *The vacancy assumption is added in the subsequent step.* Therefore, the need identified below is the total need for actual households in occupied units (17,555).

The analysis considered the propensity of households at specific age and income levels to either rent or own their home, in order to derive the future need for ownership and rental housing units, and the affordable cost level of each. The projected need is for *all* 2038 households and therefore includes the needs of current households.

FIGURE 4.2: PROJECTED OCCUPIED FUTURE HOUSING DEMAND, COUNTY (2038)



Sources: PSU Pop. Research Center, US Census, Environics, JOHNSON ECONOMICS

It is projected that the homeownership rate in the county will increase slightly over the next 20 years from 60.5% to 63%, which is in keeping with the current statewide average (62%).

FUTURE HOUSING DEMAND PROFILE

The following figure shows the total estimated future need for housing types, *including a vacancy assumption*. The estimated price ranges reflect an projection of the affordable range of what residents will need (*in current dollars*), not necessarily what will actually be available.

FIGURE 4.3: TOTAL (OCCUPIED AND VACANT) FUTURE HOUSING DEMAND, COUNTY (2038)



The vacancy assumption used here assumes a healthy 5% vacancy rate for normal “on the market” housing units for current residents. This is generally considered a balanced rate at which renters and buyers have some availability of units to choose from, while remaining manageable for property

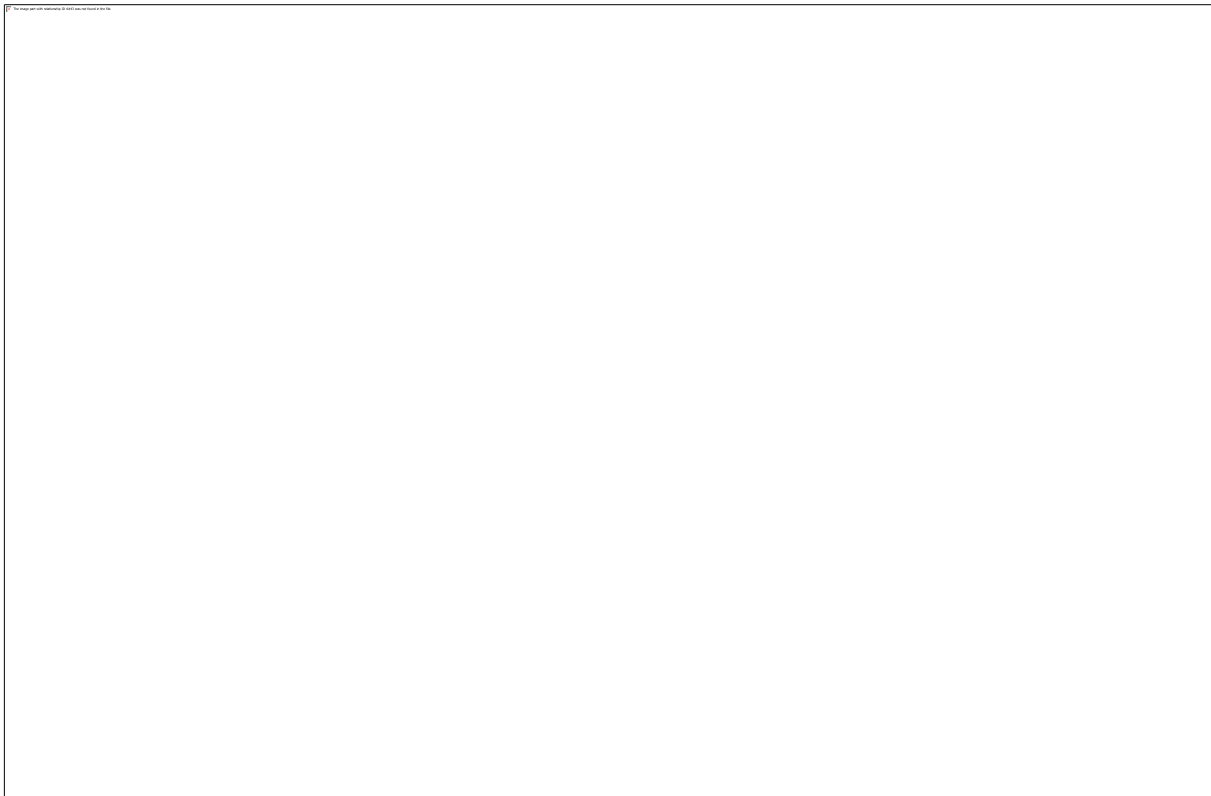
managers. The vacancy assumption used here also assumes an estimated 22.4%. This is an estimate based on the total estimated vacancy rate in the County, minus the 5% discussed above.

This analysis assumes that the share of housing dedicated to second homes/vacation homes/income properties, etc. will hold constant in the future. Therefore, the projection of all new units that must be built in the next 20 years, *includes* the development of more second homes/vacation homes.

COMPARISON OF FUTURE HOUSING DEMAND TO CURRENT HOUSING INVENTORY

The profile of future housing demand presented above (Figure 4.3) was compared to the current housing inventory presented in the previous section to determine the total future need for *new* housing units by type and price range (Figure 4.4). *This estimate includes a vacancy assumption.*

FIGURE 4.4: PROJECTED FUTURE NEED FOR NEW HOUSING UNITS (2038), CLATSOP COUNTY



Sources: PSU Pop. Research Center, US Census, Environics, JOHNSON ECONOMICS

Needed Unit Types

- The results show a need for just over 1,500 new housing units by 2038.
- Of the new units needed, roughly 67.5% are projected to be ownership units, while 32.5% are projected to be rental units. The reason that the need for ownership units is significantly higher, higher even than the ownership rate, is that this includes estimated need for second home inventory as well. (Second homes/vacation homes are included in the ownership, rather than rental category.)

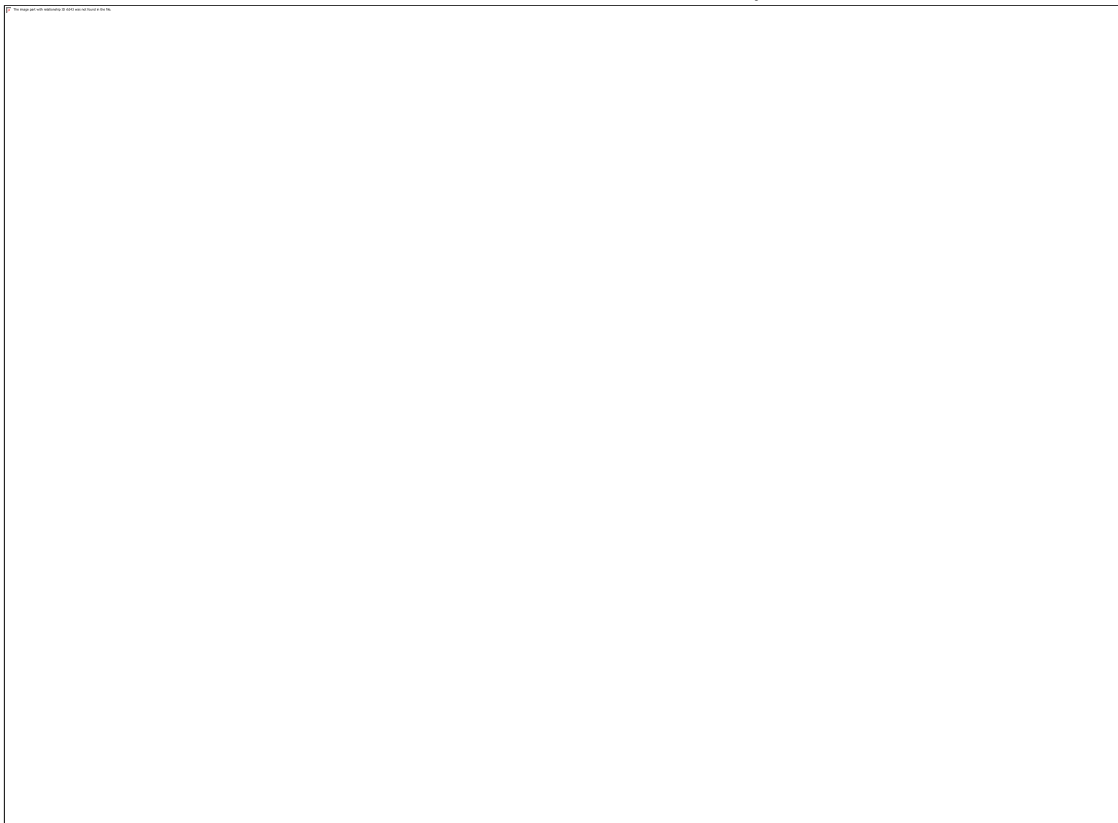
- For the same reason, 70% of the new units are projected to be single family detached homes, while 23% is projected to be some form of attached housing, and 7% are projected to be mobile homes.
- Of ownership units, 87% are projected to be single-family homes, and 9% mobile homes.
- Roughly 60% of new rental units are projected to be found in new attached buildings, with 26% projected in rental properties of 5 or more units. Single family homes and mobile homes will remain an important part of the rental needs for family households and other larger households.

5. Future Housing Needs (20-Year) – City Profiles

This section presents some preliminary housing forecasts for the five local Clatsop County cities. The methodology used for this analysis parallels that presented in the previous sections regarding the countywide analysis.

Figure 5.1 shows the local projected growth rate for the Clatsop County communities from the PSU Population Forecast Program. Warrenton has a projected growth rate higher than the statewide growth rate (roughly 1.0%), while the other cities have somewhat slower projected rates.

FIGURE 5.1: PROJECTED POPULATION GROWTH RATES 2018-2038, CLATSOP COUNTY CITIES



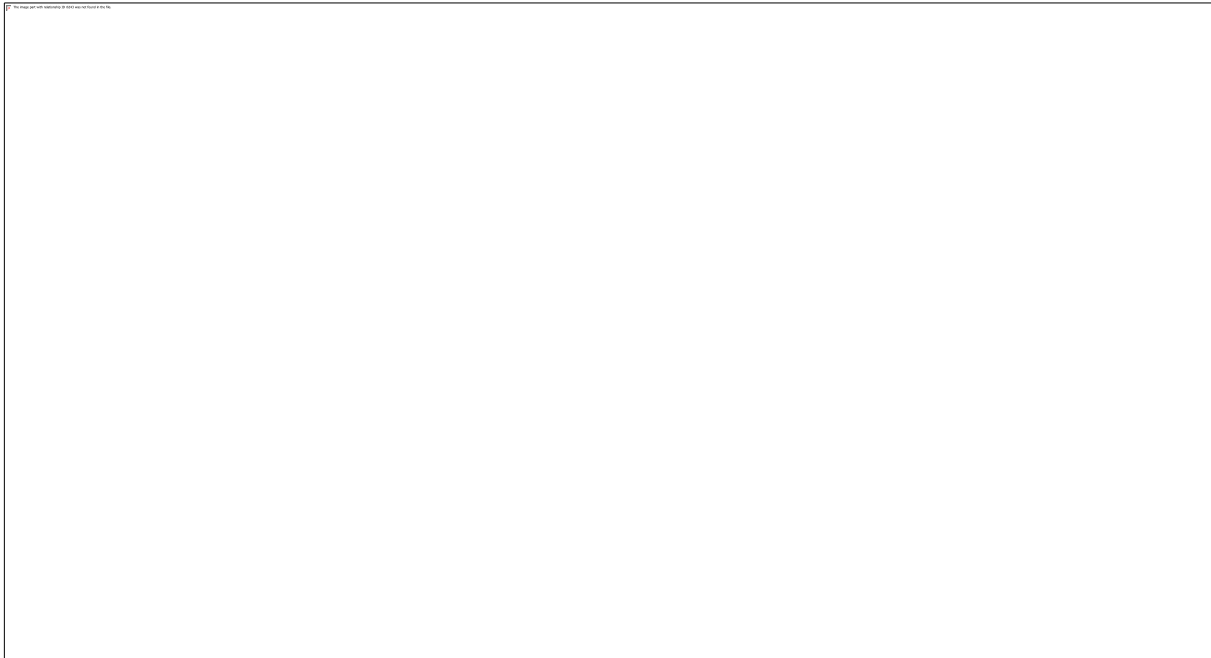
Source: PSU Population Research Center, Forecast Program

Figure 5.2 summarizes the projected future growth in population, households and housing units in 2038 in the cities and county. All of the communities are projected to need some new housing.

Unincorporated parts of the county are projected by the PSU program to have negative growth, as the cities absorb future growth and annex some unincorporated areas. The assumption of no future growth outside of city UGB's is in keeping with the state's Goal 10 housing goals.

For comparison, the following table also includes a scenario where unincorporated areas maintain the current population and housing. Therefore those areas see no new growth, but because it is no longer a negative figure, the county overall sees more growth.

FIGURE 5.2: PROJECTED GROWTH & NEW HOUSING NEED (2038), CLATSOP COUNTY CITIES



Source: PSU Population Research Center, US Census, Johnson Economics

The most new housing need is anticipated in Warrenton and Seaside, as these communities are anticipated to grow the fastest.

The following figures present the estimated need for new units in each city over the next 20 years, and a total for the county. These tables exclude the negative forecast from the unincorporated area, therefore assuming that those areas remain stable in population and housing.

These tables break down the new unit need into projections of needed unit types for owner households (Figures 5.3), renter households (Figures 5.4), and total households (Figures 5.5).

These tables present *net new* need for housing units by 2038.

FIGURE 5.3: NET NEW OWNERSHIP HOUSING NEED BY UNIT TYPE (2038), CLATSOP COUNTY CITIES



Source: PSU Population Research Center, US Census, Johnson Economics

Future Ownership Housing Need (2038): Figure 5.3 presents projected housing need by unit type in each of the Clatsop County cities. Most new ownership housing is projected to be needed in Seaside and Warrenton. Ownership housing is traditionally dominated by single family detached housing. Land constraints may force some of this need to be accommodated in other types of housing, such as attached townhomes or condominiums.

Ownership housing is traditionally dominated by single family detached housing. This forecast reflects anticipated preferences based on demographics, and does not yet integrate land inventory as a constraint. Land constraints may force some of this need to be accommodated in other types of housing, such as attached townhomes or condominiums.

Future Rental Housing Need (2038): Figure 5.4 presents projected housing need by unit type for rental housing. Astoria, Seaside and Warrenton are projected to need similar shares of future rental housing in the future, with lesser amount being accommodated in Cannon Beach and Gearhart. In total, an projected 695 rental units will be needed over the 20-year period. Roughly two thirds are projected to be some sort of attached housing unit.

One third are projected to be single family homes for rent or mobile homes. This forecast reflects anticipated preferences based on demographics, and does not yet integrate land inventory as a

constraint. As with ownership units, constraints on buildable land may determine that most of these units are built at higher density.

FIGURE 5.4: NET NEW RENTAL HOUSING NEED BY UNIT TYPE (2038), CLATSOP COUNTY CITIES

RENTAL HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Astoria:	43 23%	10 5%	28 15%	42 22%	65 35%	0 0%	0 0%	188	27.1%
Cannon Beach:	26 39%	9 13%	18 26%	8 12%	6 9%	1 1%	0 0%	68	9.8%
Gearhart:	34 48%	2 3%	10 14%	7 10%	16 22%	2 3%	0 0%	71	10.3%
Seaside:	52 34%	10 7%	21 14%	13 9%	52 34%	3 2%	0 0%	151	21.8%
Warrenton:	66 31%	22 10%	37 17%	29 13%	50 23%	11 5%	0 0%	215	31.0%
TOTALS:	222	53	114	99	189	18	0	695	100.0%
Percentage:	31.9%	7.6%	16.4%	14.3%	27.2%	2.6%	0.0%	100.0%	

Source: PSU Population Research Center, US Census, Johnson Economics

Future Total Housing Need (2038): Figure 5.5 presents total projected housing need by unit type in each of the Clatsop County cities. There are a total of just over 2,600 combined new units needed in the cities over the next 20 years.

73% of these housing units are anticipated to be ownership units and 27% rental units. The need for second homes and vacation units are included under the “ownership” category, which elevates this need somewhat.

Among cities, Warrenton and Seaside are forecast to see the most future need, followed by Astoria, Cannon Beach and Seaside.

FIGURE 5.5: NET NEW TOTAL HOUSING NEED BY UNIT TYPE (2038), CLATSOP COUNTY CITIES

TOTAL HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Astoria:	190	12	28	44	70	1	0	345	13.2%
	55%	3%	8%	13%	20%	0%	0%		
Cannon Beach:	140	11	18	8	6	2	0	185	7.1%
	76%	6%	10%	4%	3%	1%	0%		
Gearhart:	191	7	10	7	16	3	0	234	9.0%
	82%	3%	4%	3%	7%	1%	0%		
Seaside:	593	31	21	13	79	51	0	788	30.2%
	75%	4%	3%	2%	10%	7%	0%		
Warrenton:	743	60	50	34	50	117	0	1,054	40.4%
	71%	6%	5%	3%	5%	11%	0%		
TOTALS:	1,858	121	127	106	221	174	0	2,608	100.0%
Percentage:	71.3%	4.6%	4.9%	4.1%	8.5%	6.7%	0.0%	100.0%	

Source: PSU Population Research Center, US Census, Johnson Economics

6. City Profiles

The following pages present additional summary tables for each of the five Clatsop County cities.



CLATSOP COUNTY HOUSING TRENDS CITY PROFILES

JANUARY, 2019

A. Astoria Housing Profile

FIGURE A.1: DEMOGRAPHIC PROFILE AND TRENDS (CITY OF ASTORIA)

POPULATION, HOUSEHOLDS, FAMILIES, AND YEAR-ROUND HOUSING UNITS					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(PSU)	10-18
Population ¹	9,813	9,477	-3.4%	9,918	4.7%
Households ²	4,235	4,288	1.3%	4,553	6.2%
Families ³	2,467	2,274	-8%	2,416	6%
Housing Units ⁴	4,858	4,980	3%	5,187	4%
Group Quarters Population ⁵	223	255	14%	267	5%
<i>Household Size (non-group)</i>	<i>2.26</i>	<i>2.15</i>	<i>-5%</i>	<i>2.12</i>	<i>-1%</i>
<i>Avg. Family Size</i>	<i>2.93</i>	<i>2.86</i>	<i>-2%</i>	<i>2.81</i>	<i>-2%</i>
PER CAPITA AND MEDIAN HOUSEHOLD INCOME					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(Proj.)	10-18
Per Capita (\$)	\$18,759	\$24,838	32%	\$31,092	25%
Median HH (\$)	\$32,879	\$40,603	23%	\$50,446	24%

SOURCE: Census, PSU Population Research Center, and Johnson Economics

Census Tables: DP-1 (2000, 2010); DP-3 (2000); S1901; S19301

¹ From PSU Population Research Center, Population Forecast Program, final forecast for Clatsop Co. (2017)

² 2018 Households = (2018 population - Group Quarters Population)/2018 HH Size

³ Ratio of 2018 Families to total HH is based on 2016 ACS 5-year Estimates

⁴ 2018 housing units are the '10 Census total plus new units permitted from '10 through '18 (source: Census, Cities)

⁵ Ratio of 2018 Group Quarters Population to Total Population is kept constant from 2010.

FIGURE A.2: COMPARISON OF CURRENT HOUSING NEED AND SUPPLY (CITY OF ASTORIA)

Income Level	Ownership				Rental			
	Price Range	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus	Rent	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus
Less than \$15,000	\$0k - \$90k	105	125	20	\$0 - \$400	444	145	(299)
\$15,000 - \$24,999	\$90k - \$130k	207	140	(66)	\$400 - \$600	294	135	(159)
\$25,000 - \$34,999	\$130k - \$190k	209	567	359	\$600 - \$900	293	859	566
\$35,000 - \$49,999	\$190k - \$210k	262	260	(3)	\$900 - \$1000	443	306	(137)
\$50,000 - \$74,999	\$210k - \$300k	484	1,045	561	\$1000 - \$1400	415	572	157
\$75,000 - \$99,999	\$300k - \$360k	366	272	(94)	\$1400 - \$1700	174	68	(106)
\$100,000 - \$124,999	\$360k - \$450k	296	280	(16)	\$1700 - \$2100	43	102	59
\$125,000 - \$149,999	\$450k - \$540k	182	119	(63)	\$2100 - \$2500	18	0	(18)
\$150,000 - \$199,999	\$540k - \$730k	176	30	(146)	\$2500 - \$3400	5	50	45
\$200,000+	\$730k +	132	50	(82)	\$3400 +	4	62	59
Totals:		2,420	2,888	468	Totals:	2,132	2,299	166

Source: Environics, Census, Johnson Economics

FIGURE A.3: FUTURE DEMOGRAPHIC PROFILE, 2038 (CITY OF ASTORIA)

PROJECTED FUTURE HOUSING CONDITIONS (2018 - 2038)		SOURCE
2018 Population (Minus Group Pop.)	9,651	PSU
Projected Annual Growth Rate	0.32%	OR Population Forecast Program PSU
2038 Population (Minus Group Pop.)	10,293	(Total 2038 Population - Group Housing Pop.)
Estimated group housing population:	285	Share of total pop from 2010 Census US Census
Total Estimated 2038 Population:	10,578	
Estimated Non-Group 2038 Households:	4,855	(2038 Non-Group Pop./Avg. Household Size)
New Households 2018 to 2038	303	
Avg. Household Size:	2.12	Projected household size US Census
Total Housing Units:	5,532	Occupied Units plus Vacant
Occupied Housing Units:	4,855	(= Number of Non-Group Households)
Vacant Housing Units:	277	
Vacation Home, 2nd Home, Seasonal:	400	
Projected Market Vacancy Rate:	5.0%	(Vacant Units/ Total Units)
Projected Vacation Rate, 2nd Home:	7.2%	(US Census Est.) US Census

Source: PSU Population Research Center, Census, Johnson Economics

FIGURE A.4: NET NEW HOUSING DEMAND, 2038 (CITY OF ASTORIA)

OWNERSHIP HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	148	2	0	2	5	1	0	157	45.5%
Percentage:	94.3%	1.2%	0.0%	1.0%	3.2%	0.4%	0.0%	100.0%	

RENTAL HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	43	10	28	42	65	0	0	188	54.5%
Percentage:	23.2%	5.1%	14.8%	22.2%	34.7%	0.0%	0.0%	100.0%	

TOTAL HOUSING UNITS									
Unit Type:	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	191	11	28	43	70	1	0	345	100%
Percentage:	55.5%	3.3%	8.1%	12.6%	20.4%	0.2%	0.0%	100.0%	

Source: PSU, US Census, Environics market data, Johnson Economics

FIGURE A.5: TOTAL HOUSING DEMAND, OCCUPIED AND VACANT, 2038 (CITY OF ASTORIA)

OWNERSHIP HOUSING										
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %
			2-unit	3- or 4-plex	5+ Units MFR					
\$0k - \$90k	117	0	0	0	0	12	0	129	4.2%	4.2%
\$90k - \$130k	181	0	0	0	78	0	0	259	8.5%	12.7%
\$130k - \$190k	183	30	0	29	19	0	0	261	8.6%	21.3%
\$190k - \$210k	320	8	0	0	0	0	0	328	10.8%	32.1%
\$210k - \$300k	610	0	0	0	0	0	0	610	20.0%	52.1%
\$300k - \$360k	462	0	0	0	0	0	0	462	15.2%	67.3%
\$360k - \$450k	375	0	0	0	0	0	0	375	12.3%	79.6%
\$450k - \$540k	231	0	0	0	0	0	0	231	7.6%	87.2%
\$540k - \$730k	223	0	0	0	0	0	0	223	7.3%	94.5%
\$730k +	167	0	0	0	0	0	0	167	5.5%	100.0%
Totals:	2,869	38	0	29	97	12	0	3,045	% of All Units:	55.0%
Percentage:	94.2%	1.3%	0.0%	0.9%	3.2%	0.4%	0.0%	100.0%		

RENTAL HOUSING										
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %
			2-unit	3- or 4-plex	5+ Units MFR					
\$0 - \$400	0	0	0	117	398	0	0	515	20.7%	20.7%
\$400 - \$600	0	0	0	171	171	0	0	342	13.8%	34.5%
\$600 - \$900	0	0	139	134	68	0	0	341	13.7%	48.2%
\$900 - \$1000	93	32	133	129	129	0	0	514	20.7%	68.9%
\$1000 - \$1400	194	97	97	0	97	0	0	484	19.5%	88.3%
\$1400 - \$1700	204	0	0	0	0	0	0	204	8.2%	96.5%
\$1700 - \$2100	52	0	0	0	0	0	0	52	2.1%	98.6%
\$2100 - \$2500	22	0	0	0	0	0	0	22	0.9%	99.5%
\$2500 - \$3400	7	0	0	0	0	0	0	7	0.3%	99.8%
\$3400 +	5	0	0	0	0	0	0	5	0.2%	100.0%
Totals:	577	129	369	550	863	0	0	2,487	% of All Units:	45.0%
Percentage:	23.2%	5.2%	14.8%	22.1%	34.7%	0.0%	0.0%	100.0%		

TOTAL HOUSING UNITS									
	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	3,445	167	369	579	960	12	0	5,532	100%
Percentage:	62.3%	3.0%	6.7%	10.5%	17.3%	0.2%	0.0%	100.0%	

Source: PSU, US Census, Environics market data, Johnson Economics

B. Cannon Beach Housing Profile

FIGURE B.1: DEMOGRAPHIC PROFILE AND TRENDS (CITY OF CANNON BEACH)

POPULATION, HOUSEHOLDS, FAMILIES, AND YEAR-ROUND HOUSING UNITS					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(PSU)	10-18
Population ¹	1,588	1,690	6.4%	1,707	1.0%
Households ²	710	759	6.9%	796	4.9%
Families ³	419	415	-1%	424	2%
Housing Units ⁴	1,641	1,812	10%	1,847	2%
Group Quarters Population ⁵	87	121	39%	122	1%
<i>Household Size (non-group)</i>	<i>2.11</i>	<i>2.07</i>	<i>-2%</i>	<i>1.99</i>	<i>-4%</i>
<i>Avg. Family Size</i>	<i>2.70</i>	<i>2.70</i>	<i>0%</i>	<i>2.70</i>	<i>0%</i>
PER CAPITA AND MEDIAN HOUSEHOLD INCOME					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(Proj.)	10-18
Per Capita (\$)	\$24,465	\$25,490	4%	\$30,481	20%
Median HH (\$)	\$39,271	\$40,917	4%	\$49,565	21%

SOURCE: Census, PSU Population Research Center, and Johnson Economics

Census Tables: DP-1 (2000, 2010); DP-3 (2000); S1901; S19301

¹ From PSU Population Research Center, Population Forecast Program, final forecast for Clatsop Co. (2017)

² 2018 Households = (2018 population - Group Quarters Population)/2018 HH Size

³ Ratio of 2018 Families to total HH is based on 2016 ACS 5-year Estimates

⁴ 2018 housing units are the '10 Census total plus new units permitted from '10 through '18 (source: Census, Cities)

⁵ Ratio of 2018 Group Quarters Population to Total Population is kept constant from 2010.

FIGURE B.2: COMPARISON OF CURRENT HOUSING NEED AND SUPPLY (CITY OF CANNON BEACH)

Income Level	Ownership				Rental			
	Price Range	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus	Rent	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus
Less than \$15,000	\$0k - \$90k	37	0	(37)	\$0 - \$400	29	15	(13)
\$15,000 - \$24,999	\$90k - \$130k	33	2	(31)	\$400 - \$600	44	33	(11)
\$25,000 - \$34,999	\$130k - \$190k	35	40	4	\$600 - \$900	61	95	34
\$35,000 - \$49,999	\$190k - \$260k	36	134	98	\$900 - \$1200	82	99	17
\$50,000 - \$74,999	\$260k - \$320k	87	101	13	\$1200 - \$1500	67	106	39
\$75,000 - \$99,999	\$320k - \$370k	86	87	1	\$1500 - \$1700	34	9	(25)
\$100,000 - \$124,999	\$370k - \$450k	60	216	156	\$1700 - \$2100	6	6	(0)
\$125,000 - \$149,999	\$450k - \$540k	27	235	208	\$2100 - \$2500	5	8	3
\$150,000 - \$199,999	\$540k - \$710k	28	246	218	\$2500 - \$3300	2	13	11
\$200,000+	\$710k +	36	404	368	\$3300 +	2	0	(2)
	Totals:	465	1,464	999	Totals:	332	383	52

Source: Environics, Census, Johnson Economics

FIGURE B.3: FUTURE DEMOGRAPHIC PROFILE, 2038 (CITY OF CANNON BEACH)

PROJECTED FUTURE HOUSING CONDITIONS (2018 - 2038)		SOURCE
2018 Population (Minus Group Pop.)	1,585	PSU
Projected Annual Growth Rate	0.48%	OR Population Forecast Program
2038 Population (Minus Group Pop.)	1,744	(Total 2038 Population - Group Housing Pop.)
Estimated group housing population:	134	Share of total pop from 2010 Census
Total Estimated 2038 Population:	1,878	
Estimated Non-Group 2038 Households:	876	(2038 Non-Group Pop./Avg. Household Size)
New Households 2018 to 2038	80	
Avg. Household Size:	1.99	Projected household size
Total Housing Units:	2,032	Occupied Units plus Vacant
Occupied Housing Units:	876	(= Number of Non-Group Households)
Vacant Housing Units:	102	
Vacation Home, 2nd Home, Seasonal:	1,054	
Projected Market Vacancy Rate:	5.0%	(Vacant Units/ Total Units)
Projected Vacation Rate, 2nd Home:	51.9%	(US Census Est.)

Source: PSU Population Research Center, Census, Johnson Economics

FIGURE B.4: NET NEW HOUSING DEMAND, 2038 (CITY OF CANNON BEACH)

OWNERSHIP HOUSING									
Unit Type:	Single Family		Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
	Detached	Attached	2-unit	3- or 4-plex	5+ Units MFR				
Totals:	114	2	0	0	0	1	0	117	63.2%
Percentage:	97.3%	2.1%	0.0%	0.0%	0.0%	0.6%	0.0%	100.0%	

RENTAL HOUSING									
Unit Type:	Single Family		Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
	Detached	Attached	2-unit	3- or 4-plex	5+ Units MFR				
Totals:	27	9	18	8	6	1	0	68	36.8%
Percentage:	39.5%	13.0%	26.3%	11.5%	8.3%	1.5%	0.0%	100.0%	

TOTAL HOUSING UNITS									
Unit Type:	Single Family		Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
	Detached	Attached*	2-unit	3- or 4-plex	5+ Units MFR				
Totals:	141	11	18	8	6	2	0	185	100%
Percentage:	76.0%	6.1%	9.7%	4.2%	3.1%	0.9%	0.0%	100.0%	

Source: PSU, US Census, Environics market data, Johnson Economics

FIGURE B.5: TOTAL HOUSING DEMAND, OCCUPIED AND VACANT, 2038 (CITY OF CANNON BEACH)

OWNERSHIP HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0k - \$90k	85	33	0	0	0	9	0	127	8.0%	8.0%	
\$90k - \$130k	112	0	0	0	0	0	0	112	7.1%	15.1%	
\$130k - \$190k	119	0	0	0	0	0	0	119	7.5%	22.6%	
\$190k - \$260k	120	0	0	0	0	0	0	120	7.6%	30.2%	
\$260k - \$320k	296	0	0	0	0	0	0	296	18.7%	48.9%	
\$320k - \$370k	295	0	0	0	0	0	0	295	18.6%	67.6%	
\$370k - \$450k	204	0	0	0	0	0	0	204	12.9%	80.4%	
\$450k - \$540k	91	0	0	0	0	0	0	91	5.7%	86.2%	
\$540k - \$710k	95	0	0	0	0	0	0	95	6.0%	92.2%	
\$710k +	124	0	0	0	0	0	0	124	7.8%	100.0%	
Totals:	1,539	33	0	0	0	9	0	1,581	% of All Units:	77.8%	
Percentage:	97.3%	2.1%	0.0%	0.0%	0.0%	0.6%	0.0%	100.0%			

RENTAL HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0 - \$400	0	0	17	0	16	7	0	39	8.7%	8.7%	
\$400 - \$600	0	15	24	18	3	0	0	59	13.1%	21.7%	
\$600 - \$900	16	21	21	16	8	0	0	82	18.2%	39.9%	
\$900 - \$1200	32	17	33	18	10	0	0	110	24.4%	64.3%	
\$1200 - \$1500	60	7	25	0	0	0	0	92	20.3%	84.6%	
\$1500 - \$1700	47	0	0	0	0	0	0	47	10.3%	94.9%	
\$1700 - \$2100	9	0	0	0	0	0	0	9	2.0%	96.9%	
\$2100 - \$2500	7	0	0	0	0	0	0	7	1.6%	98.6%	
\$2500 - \$3300	3	0	0	0	0	0	0	3	0.7%	99.3%	
\$3300 +	3	0	0	0	0	0	0	3	0.7%	100.0%	
Totals:	178	59	119	52	37	7	0	452	% of All Units:	22.2%	
Percentage:	39.5%	13.0%	26.3%	11.5%	8.3%	1.5%	0.0%	100.0%			

TOTAL HOUSING UNITS										
	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	
			2-unit	3- or 4-plex	5+ Units MFR					
Totals:	1,717	91	119	52	37	16	0	2,032	100%	
Percentage:	84.5%	4.5%	5.8%	2.6%	1.8%	0.8%	0.0%	100.0%		

Source: PSU, US Census, Environics market data, Johnson Economics

C. Gearhart Housing Profile

FIGURE C.1: DEMOGRAPHIC PROFILE AND TRENDS (CITY OF GEARHART)

POPULATION, HOUSEHOLDS, FAMILIES, AND YEAR-ROUND HOUSING UNITS					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(PSU)	10-18
Population ¹	995	1,462	46.9%	1,483	1.4%
Households ²	450	649	44.2%	645	-0.7%
Families ³	282	429	52%	425	-1%
Housing Units ⁴	1,055	1,450	37%	1,606	11%
Group Quarters Population ⁵	0	0	0%	0	0%
<i>Household Size (non-group)</i>	2.21	2.25	2%	2.30	2%
<i>Avg. Family Size</i>	2.76	2.69	-3%	2.64	-2%
PER CAPITA AND MEDIAN HOUSEHOLD INCOME					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(Proj.)	10-18
Per Capita (\$)	\$25,224	\$28,199	12%	\$27,863	-1%
Median HH (\$)	\$43,047	\$49,063	14%	\$48,906	0%

SOURCE: Census, PSU Population Research Center, and Johnson Economics

Census Tables: DP-1 (2000, 2010); DP-3 (2000); S1901; S19301

¹ From PSU Population Research Center, Population Forecast Program, final forecast for Clatsop Co. (2017)

² 2018 Households = (2018 population - Group Quarters Population)/2018 HH Size

³ Ratio of 2018 Families to total HH is based on 2016 ACS 5-year Estimates

⁴ 2018 housing units are the '10 Census total plus new units permitted from '10 through '18 (source: Census, Cities)

⁵ Ratio of 2018 Group Quarters Population to Total Population is kept constant from 2010.

FIGURE C.2: COMPARISON OF CURRENT HOUSING NEED AND SUPPLY (CITY OF GEARHART)

Income Level	Ownership				Rental			
	Price Range	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus	Rent	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus
Less than \$15,000	\$0k - \$90k	24	27	3	\$0 - \$400	22	4	(18)
\$15,000 - \$24,999	\$90k - \$130k	38	2	(36)	\$400 - \$600	35	16	(19)
\$25,000 - \$34,999	\$130k - \$190k	49	158	109	\$600 - \$900	42	25	(17)
\$35,000 - \$49,999	\$190k - \$260k	68	53	(15)	\$900 - \$1200	20	57	37
\$50,000 - \$74,999	\$260k - \$320k	74	419	345	\$1200 - \$1500	23	60	37
\$75,000 - \$99,999	\$320k - \$370k	48	150	102	\$1500 - \$1700	5	13	8
\$100,000 - \$124,999	\$370k - \$470k	48	204	156	\$1700 - \$2200	16	38	23
\$125,000 - \$149,999	\$470k - \$560k	49	139	91	\$2200 - \$2600	10	7	(3)
\$150,000 - \$199,999	\$560k - \$750k	46	135	89	\$2600 - \$3500	0	0	0
\$200,000+	\$750k +	28	93	65	\$3500 +	0	4	4
	Totals:	472	1,382	910	Totals:	173	224	51

Source: Envionics, Census, Johnson Economics

FIGURE C.3: FUTURE DEMOGRAPHIC PROFILE, 2038 (CITY OF GEARHART)

PROJECTED FUTURE HOUSING CONDITIONS (2018 - 2038)		SOURCE
2018 Population (Minus Group Pop.)	1,483	PSU
Projected Annual Growth Rate	0.68%	OR Population Forecast Program PSU
2038 Population (Minus Group Pop.)	1,699	(Total 2038 Population - Group Housing Pop.)
Estimated group housing population:	0	Share of total pop from 2010 Census US Census
Total Estimated 2038 Population:	1,699	
Estimated Non-Group 2038 Households:	739	(2038 Non-Group Pop./Avg. Household Size)
New Households 2018 to 2038	94	
Avg. Household Size:	2.30	Projected household size US Census
Total Housing Units:	1,840	Occupied Units plus Vacant
Occupied Housing Units:	739	(= Number of Non-Group Households)
Vacant Housing Units:	92	
Vacation Home, 2nd Home, Seasonal:	1,010	
Projected Market Vacancy Rate:	5.0%	(Vacant Units/ Total Units)
Projected Vacation Rate, 2nd Home:	54.9%	(US Census Est.) US Census

Source: PSU Population Research Center, Census, Johnson Economics

FIGURE C.4: NET NEW HOUSING DEMAND, 2038 (CITY OF GEARHART)

OWNERSHIP HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	157	5	0	0	0	1	0	163	69.7%
Percentage:	95.9%	3.3%	0.0%	0.0%	0.0%	0.8%	0.0%	100.0%	

RENTAL HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	35	2	10	7	16	2	0	71	30.3%
Percentage:	49.5%	2.3%	14.2%	9.6%	22.2%	2.3%	0.0%	100.0%	

TOTAL HOUSING UNITS									
Unit Type:	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	192	7	10	7	16	3	0	234	100%
Percentage:	81.9%	3.0%	4.3%	2.9%	6.7%	1.3%	0.0%	100.0%	

Source: PSU, US Census, Environics market data, Johnson Economics

FIGURE C.5: TOTAL HOUSING DEMAND, OCCUPIED AND VACANT, 2038 (CITY OF GEARHART)

OWNERSHIP HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0k - \$90k	15	51	0	0	0	13	0	79	5.1%	5.1%	
\$90k - \$130k	123	0	0	0	0	0	0	123	8.0%	13.1%	
\$130k - \$190k	159	0	0	0	0	0	0	159	10.3%	23.4%	
\$190k - \$260k	224	0	0	0	0	0	0	224	14.5%	37.9%	
\$260k - \$320k	242	0	0	0	0	0	0	242	15.7%	53.5%	
\$320k - \$370k	157	0	0	0	0	0	0	157	10.2%	63.7%	
\$370k - \$470k	157	0	0	0	0	0	0	157	10.2%	73.8%	
\$470k - \$560k	160	0	0	0	0	0	0	160	10.3%	84.2%	
\$560k - \$750k	151	0	0	0	0	0	0	151	9.8%	94.0%	
\$750k +	93	0	0	0	0	0	0	93	6.0%	100.0%	
Totals:	1,481	51	0	0	0	13	0	1,545	% of All Units:	84.0%	
Percentage:	95.9%	3.3%	0.0%	0.0%	0.0%	0.9%	0.0%	100.0%			

RENTAL HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0 - \$400	0	0	8	11	11	7	0	37	12.5%	12.5%	
\$400 - \$600	0	3	18	12	26	0	0	59	19.9%	32.4%	
\$600 - \$900	26	4	14	6	22	0	0	72	24.3%	56.7%	
\$900 - \$1200	26	0	2	0	6	0	0	34	11.5%	68.2%	
\$1200 - \$1500	40	0	0	0	0	0	0	40	13.4%	81.7%	
\$1500 - \$1700	9	0	0	0	0	0	0	9	3.0%	84.6%	
\$1700 - \$2200	27	0	0	0	0	0	0	27	9.2%	93.8%	
\$2200 - \$2600	17	0	0	0	0	0	0	17	5.9%	99.7%	
\$2600 - \$3500	1	0	0	0	0	0	0	1	0.2%	99.9%	
\$3500 +	0	0	0	0	0	0	0	0	0.1%	100.0%	
Totals:	146	7	42	29	65	7	0	295	% of All Units:	16.0%	
Percentage:	49.4%	2.3%	14.2%	9.7%	22.2%	2.3%	0.0%	100.0%			

TOTAL HOUSING UNITS										
	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	
			2-unit	3- or 4-plex	5+ Units MFR					
Totals:	1,627	57	42	29	65	20	0	1,840	100%	
Percentage:	88.4%	3.1%	2.3%	1.5%	3.6%	1.1%	0.0%	100.0%		

Source: PSU, US Census, Environics market data, Johnson Economics

D. Seaside Housing Profile

FIGURE D.1: DEMOGRAPHIC PROFILE AND TRENDS (CITY OF SEASIDE)

POPULATION, HOUSEHOLDS, FAMILIES, AND YEAR-ROUND HOUSING UNITS					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(PSU)	10-18
Population ¹	5,900	6,457	9.4%	6,644	2.9%
Households ²	2,656	2,969	11.8%	3,053	2.8%
Families ³	1,510	1,565	4%	1,647	5%
Housing Units ⁴	4,078	4,638	14%	4,772	3%
Group Quarters Population ⁵	134	47	-65%	48	3%
<i>Household Size (non-group)</i>	<i>2.17</i>	<i>2.16</i>	<i>0%</i>	<i>2.16</i>	<i>0%</i>
<i>Avg. Family Size</i>	<i>2.76</i>	<i>2.83</i>	<i>3%</i>	<i>2.88</i>	<i>2%</i>
PER CAPITA AND MEDIAN HOUSEHOLD INCOME					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(Proj.)	10-18
Per Capita (\$)	\$17,893	\$24,201	35%	\$26,031	8%
Median HH (\$)	\$31,074	\$36,670	18%	\$37,887	3%

SOURCE: Census, PSU Population Research Center, and Johnson Economics

Census Tables: DP-1 (2000, 2010); DP-3 (2000); S1901; S19301

¹ From PSU Population Research Center, Population Forecast Program, final forecast for Clatsop Co. (2017)

² 2018 Households = (2018 population - Group Quarters Population)/2018 HH Size

³ Ratio of 2018 Families to total HH is based on 2016 ACS 5-year Estimates

⁴ 2018 housing units are the '10 Census total plus new units permitted from '10 through '18 (source: Census, Cities)

⁵ Ratio of 2018 Group Quarters Population to Total Population is kept constant from 2010.

FIGURE D.2: COMPARISON OF CURRENT HOUSING NEED AND SUPPLY (CITY OF SEASIDE)

Income Level	Ownership				Rental			
	Price Range	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus	Rent	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus
Less than \$15,000	\$0k - \$90k	44	338	295	\$0 - \$400	211	77	(134)
\$15,000 - \$24,999	\$90k - \$130k	108	94	(13)	\$400 - \$600	432	19	(414)
\$25,000 - \$34,999	\$130k - \$190k	259	259	1	\$600 - \$900	222	430	208
\$35,000 - \$49,999	\$190k - \$240k	163	484	321	\$900 - \$1100	303	522	218
\$50,000 - \$74,999	\$240k - \$320k	296	606	309	\$1100 - \$1500	199	846	647
\$75,000 - \$99,999	\$320k - \$390k	223	419	196	\$1500 - \$1800	83	72	(11)
\$100,000 - \$124,999	\$390k - \$490k	120	351	231	\$1800 - \$2300	72	55	(17)
\$125,000 - \$149,999	\$490k - \$580k	67	81	14	\$2300 - \$2700	51	0	(51)
\$150,000 - \$199,999	\$580k - \$770k	81	89	8	\$2700 - \$3600	12	0	(12)
\$200,000+	\$770k +	96	31	(65)	\$3600 +	14	0	(14)
	Totals:	1,455	2,752	1,297	Totals:	1,598	2,020	422

Source: Enviroics, Census, Johnson Economics

FIGURE D.3: FUTURE DEMOGRAPHIC PROFILE, 2038 (CITY OF SEASIDE)

PROJECTED FUTURE HOUSING CONDITIONS (2018 - 2038)		SOURCE
2018 Population (Minus Group Pop.)	6,595	PSU
Projected Annual Growth Rate	0.77%	OR Population Forecast Program
2038 Population (Minus Group Pop.)	7,683	(Total 2038 Population - Group Housing Pop.)
Estimated group housing population:	56	Share of total pop from 2010 Census
Total Estimated 2038 Population:	7,739	
Estimated Non-Group 2038 Households:	3,557	(2038 Non-Group Pop./Avg. Household Size)
New Households 2018 to 2038	503	
Avg. Household Size:	2.16	Projected household size
Total Housing Units:	5,559	Occupied Units plus Vacant
Occupied Housing Units:	3,557	(= Number of Non-Group Households)
Vacant Housing Units:	278	
Vacation Home, 2nd Home, Seasonal:	1,724	
Projected Market Vacancy Rate:	5.0%	(Vacant Units/ Total Units)
Projected Vacation Rate, 2nd Home:	31.0%	(US Census Est.)

Source: PSU Population Research Center, Census, Johnson Economics

FIGURE D.4: NET NEW HOUSING DEMAND, 2038 (CITY OF SEASIDE)

OWNERSHIP HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	541	21	0	0	27	48	0	637	80.9%
Percentage:	84.9%	3.3%	0.0%	0.0%	4.2%	7.6%	0.0%	100.0%	

RENTAL HOUSING									
Unit Type:	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	52	10	21	13	52	4	0	151	19.1%
Percentage:	34.5%	6.5%	13.7%	8.3%	34.3%	2.6%	0.0%	100.0%	

TOTAL HOUSING UNITS									
Unit Type:	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
			2-unit	3- or 4-plex	5+ Units MFR				
Totals:	593	31	21	13	78	52	0	787	100%
Percentage:	75.3%	3.9%	2.6%	1.6%	10.0%	6.7%	0.0%	100.0%	

Source: PSU, US Census, Environics market data, Johnson Economics

FIGURE D.5: TOTAL HOUSING DEMAND, OCCUPIED AND VACANT, 2038 (CITY OF SEASIDE)

OWNERSHIP HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0k - \$90k	0	0	0	0	0	88	10	98	2.9%	2.9%	
\$90k - \$130k	0	0	0	0	86	159	0	245	7.2%	10.1%	
\$130k - \$190k	487	60	0	0	56	0	0	604	17.8%	28.0%	
\$190k - \$240k	326	50	0	0	0	0	0	376	11.1%	39.1%	
\$240k - \$320k	692	0	0	0	0	0	0	692	20.4%	59.5%	
\$320k - \$390k	523	0	0	0	0	0	0	523	15.4%	74.9%	
\$390k - \$490k	279	0	0	0	0	0	0	279	8.2%	83.2%	
\$490k - \$580k	156	0	0	0	0	0	0	156	4.6%	87.8%	
\$580k - \$770k	190	0	0	0	0	0	0	190	5.6%	93.4%	
\$770k +	224	0	0	0	0	0	0	224	6.6%	100.0%	
Totals:	2,878	110	0	0	142	246	12	3,388	% of All Units:	61.0%	
Percentage:	84.9%	3.3%	0.0%	0.0%	4.2%	7.3%	0.3%	100.0%			

RENTAL HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0 - \$400	0	0	0	43	185	56	0	284	13.1%	13.1%	
\$400 - \$600	0	58	146	87	292	0	0	583	26.9%	40.0%	
\$600 - \$900	121	30	45	15	91	0	0	302	13.9%	53.9%	
\$900 - \$1100	205	41	41	21	103	0	0	411	18.9%	72.8%	
\$1100 - \$1500	106	12	65	14	74	0	0	271	12.5%	85.3%	
\$1500 - \$1800	114	0	0	0	0	0	0	114	5.3%	90.6%	
\$1800 - \$2300	98	0	0	0	0	0	0	98	4.5%	95.1%	
\$2300 - \$2700	69	0	0	0	0	0	0	69	3.2%	98.3%	
\$2700 - \$3600	17	0	0	0	0	0	0	17	0.8%	99.1%	
\$3600 +	20	0	0	0	0	0	0	20	0.9%	100.0%	
Totals:	750	141	297	181	745	57	0	2,170	% of All Units:	39.0%	
Percentage:	34.5%	6.5%	13.7%	8.3%	34.3%	2.6%	0.0%	100.0%			

TOTAL HOUSING UNITS										
	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	
			2-unit	3- or 4-plex	5+ Units MFR					
Totals:	3,628	252	297	181	886	303	12	5,559	100%	
Percentage:	65.3%	4.5%	5.4%	3.3%	15.9%	5.4%	0.2%	100.0%		

Source: PSU, US Census, Environics market data, Johnson Economics

E. Warrenton Housing Profile

FIGURE E.1: DEMOGRAPHIC PROFILE AND TRENDS (CITY OF WARRENTON)

POPULATION, HOUSEHOLDS, FAMILIES, AND YEAR-ROUND HOUSING UNITS					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(PSU)	10-18
Population ¹	4,096	4,989	21.8%	5,329	6.8%
Households ²	1,621	1,948	20.2%	2,081	6.8%
Families ³	1,088	1,287	18%	1,378	7%
Housing Units ⁴	1,799	2,196	22%	2,456	12%
Group Quarters Population ⁵	66	216	227%	231	7%
<i>Household Size (non-group)</i>	<i>2.49</i>	<i>2.45</i>	<i>-2%</i>	<i>2.45</i>	<i>0%</i>
<i>Avg. Family Size</i>	<i>3.00</i>	<i>2.95</i>	<i>-2%</i>	<i>2.92</i>	<i>-1%</i>
PER CAPITA AND MEDIAN HOUSEHOLD INCOME					
	2000	2010	Growth	2018	Growth
	(Census)	(Census)	00-10	(Proj.)	10-18
Per Capita (\$)	\$16,874	\$19,606	16%	\$24,722	26%
Median HH (\$)	\$33,472	\$39,839	19%	\$51,056	28%

SOURCE: Census, PSU Population Research Center, and Johnson Economics

Census Tables: DP-1 (2000, 2010); DP-3 (2000); S1901; S19301

¹ From PSU Population Research Center, Population Forecast Program, final forecast for Clatsop Co. (2017)

² 2018 Households = (2018 population - Group Quarters Population)/2018 HH Size

³ Ratio of 2018 Families to total HH is based on 2016 ACS 5-year Estimates

⁴ 2018 housing units are the '10 Census total plus new units permitted from '10 through '18 (source: Census, Cities)

⁵ Ratio of 2018 Group Quarters Population to Total Population is kept constant from 2010.

FIGURE E.2: COMPARISON OF CURRENT HOUSING NEED AND SUPPLY (CITY OF WARRENTON)

Income Level	Ownership				Rental			
	Price Range	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus	Rent	Estimated Current Need	Estimated Current Supply	Unmet (Need) or Surplus
Less than \$15,000	\$0k - \$90k	79	179	99	\$0 - \$400	79	38	(41)
\$15,000 - \$24,999	\$90k - \$130k	155	81	(74)	\$400 - \$600	144	89	(55)
\$25,000 - \$34,999	\$130k - \$190k	169	312	143	\$600 - \$900	130	102	(28)
\$35,000 - \$49,999	\$190k - \$260k	107	142	35	\$900 - \$1200	184	191	7
\$50,000 - \$74,999	\$260k - \$300k	137	435	297	\$1200 - \$1400	121	446	325
\$75,000 - \$99,999	\$300k - \$390k	214	119	(95)	\$1400 - \$1800	58	68	10
\$100,000 - \$124,999	\$390k - \$470k	206	84	(122)	\$1800 - \$2200	38	62	24
\$125,000 - \$149,999	\$470k - \$580k	110	18	(92)	\$2200 - \$2700	22	11	(11)
\$150,000 - \$199,999	\$580k - \$770k	78	63	(15)	\$2700 - \$3600	0	0	0
\$200,000+	\$770k +	49	17	(32)	\$3600 +	0	0	0
Totals:		1,305	1,449	144	Totals:	776	1,007	232

Source: Environics, Census, Johnson Economics

FIGURE E.3: FUTURE DEMOGRAPHIC PROFILE, 2038 (CITY OF WARRENTON)

PROJECTED FUTURE HOUSING CONDITIONS (2018 - 2038)		SOURCE
2018 Population (Minus Group Pop.)	5,098	PSU
Projected Annual Growth Rate	1.80%	OR Population Forecast Program PSU
2038 Population (Minus Group Pop.)	7,286	(Total 2038 Population - Group Housing Pop.)
Estimated group housing population:	330	Share of total pop from 2010 Census US Census
Total Estimated 2038 Population:	7,616	
Estimated Non-Group 2038 Households:	2,974	(2038 Non-Group Pop./Avg. Household Size)
New Households 2018 to 2038	893	
Avg. Household Size:	2.45	Projected household size US Census
Total Housing Units:	3,510	Occupied Units plus Vacant
Occupied Housing Units:	2,974	(= Number of Non-Group Households)
Vacant Housing Units:	176	
Vacation Home, 2nd Home, Seasonal:	361	
Projected Market Vacancy Rate:	5.0%	(Vacant Units/ Total Units)
Projected Vacation Rate, 2nd Home:	10.3%	(US Census Est.) US Census

Source: PSU Population Research Center, Census, Johnson Economics

FIGURE E.4: NET NEW HOUSING DEMAND, 2038 (CITY OF WARRENTON)

OWNERSHIP HOUSING									
Unit Type:	Single Family		Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
	Detached	Attached	2-unit	3- or 4-plex	5+ Units MFR				
Totals:	677	38	13	5	0	105	0	839	79.6%
Percentage:	80.7%	4.5%	1.6%	0.6%	0.0%	12.5%	0.0%	100.0%	

RENTAL HOUSING									
Unit Type:	Single Family		Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
	Detached	Attached	2-unit	3- or 4-plex	5+ Units MFR				
Totals:	66	22	37	29	50	12	0	215	20.4%
Percentage:	30.7%	10.0%	17.0%	13.5%	23.2%	5.5%	0.0%	100.0%	

TOTAL HOUSING UNITS									
Unit Type:	Single Family		Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units
	Detached	Attached*	2-unit	3- or 4-plex	5+ Units MFR				
Totals:	743	60	50	34	50	117	0	1,054	100%
Percentage:	70.5%	5.7%	4.8%	3.3%	4.7%	11.1%	0.0%	100.0%	

Source: PSU, US Census, Environics market data, Johnson Economics

FIGURE E.5: TOTAL HOUSING DEMAND, OCCUPIED AND VACANT, 2038 (CITY OF WARRENTON)

OWNERSHIP HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0k - \$90k	0	0	0	0	0	139	0	139	6.1%	6.1%	
\$90k - \$130k	27	44	37	14	0	148	0	270	11.8%	17.9%	
\$130k - \$190k	240	55	0	0	0	0	0	295	12.9%	30.8%	
\$190k - \$260k	182	4	0	0	0	0	0	187	8.2%	39.0%	
\$260k - \$300k	240	0	0	0	0	0	0	240	10.5%	49.5%	
\$300k - \$390k	377	0	0	0	0	0	0	377	16.5%	65.9%	
\$390k - \$470k	363	0	0	0	0	0	0	363	15.9%	81.8%	
\$470k - \$580k	194	0	0	0	0	0	0	194	8.5%	90.3%	
\$580k - \$770k	137	0	0	0	0	0	0	137	6.0%	96.3%	
\$770k +	86	0	0	0	0	0	0	86	3.7%	100.0%	
Totals:	1,846	104	37	14	0	287	0	2,287	% of All Units:	65.2%	
Percentage:	80.7%	4.5%	1.6%	0.6%	0.0%	12.5%	0.0%	100.0%			

RENTAL HOUSING											
Price Range	Single Family Detached	Single Family Attached	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	Cummulative %	
			2-unit	3- or 4-plex	5+ Units MFR						
\$0 - \$400	0	0	0	0	74	50	0	124	10.1%	10.1%	
\$400 - \$600	0	71	51	18	68	18	0	226	18.5%	28.6%	
\$600 - \$900	0	0	83	80	41	0	0	204	16.7%	45.3%	
\$900 - \$1200	52	23	74	67	72	0	0	287	23.5%	68.9%	
\$1200 - \$1400	132	29	0	0	28	0	0	190	15.5%	84.4%	
\$1400 - \$1800	93	0	0	0	0	0	0	93	7.6%	92.0%	
\$1800 - \$2200	62	0	0	0	0	0	0	62	5.0%	97.0%	
\$2200 - \$2700	35	0	0	0	0	0	0	35	2.9%	99.9%	
\$2700 - \$3600	1	0	0	0	0	0	0	1	0.1%	100.0%	
\$3600 +	1	0	0	0	0	0	0	1	0.0%	100.0%	
Totals:	375	123	208	165	284	67	0	1,223	% of All Units:	34.8%	
Percentage:	30.7%	10.1%	17.0%	13.5%	23.2%	5.5%	0.0%	100.0%			

TOTAL HOUSING UNITS										
	Single Family Detached	Single Family Attached*	Multi-Family			Mobile home	Boat, RV, other temp	Total Units	% of Units	
			2-unit	3- or 4-plex	5+ Units MFR					
Totals:	2,221	227	245	179	284	354	0	3,510	100%	
Percentage:	63.3%	6.5%	7.0%	5.1%	8.1%	10.1%	0.0%	100.0%		

Source: PSU, US Census, Environics market data, Johnson Economics



MEMORANDUM

Preliminary Residential Buildable Land Inventory Clatsop County Comprehensive Housing Study

DATE January 23, 2019
TO Clatsop County Housing TAC
FROM Matt Hastie and Jamin Kimmell, Angelo Planning Group
CC File

The purpose of this memo is to summarize the methodology and initial results of a Geographic Information Systems (GIS)-based analysis of residential lands in Clatsop County. The analysis is part of the Clatsop County Housing Study. The results may inform the strategies and approaches that may be effective and appropriate for increasing the supply or configuration of buildable residential land, which can lead to greater overall housing supply. The memo summarizes the methodology of the analysis, then presents the results in a series of tables and maps.

METHODOLOGY

Step 1 – Identify Environmental Constraints

In order to estimate lands that may be buildable for residential uses, it is necessary to remove any lands where development is constrained by environmental resources or hazards. The following environmental constraints were identified based on City and County zoning regulations. GIS data on location of these constraints was obtained from Clatsop County GIS and other local sources.

- FEMA Floodplain Areas: All areas designated in the floodplain or floodway, based on the most recent version of FEMA floodplain maps released in July of 2018.
- National Wetland Inventory: All wetlands mapped by the U.S. Department of Fish and Wildlife, except where a jurisdiction has adopted a local wetland inventory.
- Local Wetland Inventory: The local wetland inventories of the cities of Warrenton, Cannon Beach, and Gearhart. Only wetlands deemed locally significant were identified as not buildable areas.
- Active Dune Overlay: The portion of the Beach and Dune Overlay where development is restricted on active dune areas in order to conserve and protect these areas.
- Steep Slopes: Data from the National Elevation Dataset (NED) was used to estimate the amount of land that is unavailable for development due to slopes of over 25 percent. The amount of buildable land in each parcel was adjusted if it contains steep slopes. This

adjustment was not applied to Astoria or Seaside, as these cities had previously completed a BLI that included slope data.

These lands were combined and then overlaid with County taxlots to estimate the amount of land in each parcel where development is limited by these environmental constraints. These constrained areas were deducted from the total area of the parcel to estimate the portion of the parcel that is potentially buildable.

Step 2 – Classify Parcels by Development Status

Each parcel in the county was classified based on the potential for new development on the parcel. This classification is intended to separate parcels that have capacity for development from those that do not. The classification is based on the amount of potentially buildable area on the parcel and the valuation of improvements (buildings, other structures). Improvement values are sources from Clatsop County Assessor data. The following four categories were used to classify parcels:

- **Developed:** Parcels that have an improvement value of more than \$10,000, but do not meet the definition of Partially Vacant or Constrained.
- **Constrained:** Parcels with less than 5,000 square feet unconstrained land. These parcels are assumed to not be developable due to the small area on the lot that is potentially buildable.
- **Partially Vacant:** Parcels that meet the state definition as partially vacant under the “safe harbor” provisions for residential buildable land inventories.¹ These parcels are at least a half-acre in size and have an existing single-family dwelling. Due to the lack of a sewer system and existing development patterns, parcels in the City of Gearhart were classified as Partially Vacant if they were at least one acre in size and had an existing single-family dwelling. A quarter-acre was removed from the buildable area of these parcels to account for the existing dwelling. Parcels with an existing multi-family residential use or other non-residential use were all classified as Developed.
- **Vacant:** Parcels with more than 5,000 square feet of unconstrained land and improvement value less than \$10,000. These parcels have sufficient area for development and little to no improvements. In the City of Gearhart, parcels must have at least 10,000 square feet of unconstrained land to be classified as Vacant.

¹ OAR 660-024-0050, Land Inventory and Response to Deficiency

(2) As safe harbors, a local government, except a city with a population over 25,000 or a metropolitan service district described in ORS 197.015(13), may use the following assumptions to inventory the capacity of buildable lands to accommodate housing needs:

- (a) The infill potential of developed residential lots or parcels of one-half acre or more may be determined by subtracting one-quarter acre (10,890 square feet) for the existing dwelling and assuming that the remainder is buildable land;
- (b) Existing lots of less than one-half acre that are currently occupied by a residence may be assumed to be fully developed.

Step 3 – Incorporate Local Buildable Land Inventories for Seaside and Astoria

Two Clatsop County jurisdictions had completed a BLI recently, and these inventories were incorporated into this analysis. The City of Seaside completed a BLI in 2013 that identified vacant and redevelopable parcels. Parcels classified redevelopable were classified as Partially Vacant for this analysis. The City of Astoria completed a BLI in 2011 that included detailed assessment of all parcels that were vacant or partially vacant. For partially vacant parcels, the BLI estimated the amount of the parcel that was buildable, given a range of constraints. For this analysis, both the classification of parcel and the amount of buildable land in each parcel was updated to align with this 2011 BLI. However, parcels that were developed between 2011 and 2018, and no longer had capacity for additional development, were classified as Developed.

Step 4 – Estimate Potentially Buildable Lands and Housing Unit Capacity

Lands were classified by zone type (residential, commercial, etc.) to estimate the amount of land that is potentially developable that is zoned for residential uses. To do this, all City and County zoning designations were classified into generalized zone types, and each parcel was assigned a zone and zone type. Where parcels span multiple zones, the parcel was assigned the zone that covers the centroid (center point) of the parcel.

To estimate the capacity for development of new housing units on each parcel, the acres of potentially buildable land on each parcel was multiplied by the maximum density (housing units per acre) of the parcel based on its current zoning designation. The assumed maximum density of each zone is shown in Table 4. Due to the lack of a sewer system, the maximum density of any parcel in the City of Gearhart was limited to 4.35 units per acre (10,000 square foot per unit), except if the maximum density of the zone is less than 4.35 units per acre.

Housing unit capacity on each lot was rounded down to whole number of units. For example, if the maximum density standard would permit 1.8 units on the lot, then the capacity was rounded down to 1.0 units based on the assumption that a variance or adjustment would be necessary to build 2.0 units on that lot. Thus, the housing unit capacity represents the capacity that is permitted outright in the zone without any variances or adjustments.

RESULTS

The results of the analysis are presented in Tables 1-4 below. In total, the County has 8,690 acres of land zoned for residential uses that is potentially buildable. The zoned capacity of new housing units on that land totals 18,076 units. As shown in Table 2, there is also capacity for new housing units to be developed on land in commercial zones that allow multifamily development. There is capacity for 1,033 housing units in these commercial zones.

Table 1. Summary of Potentially Buildable Lands and Housing Unit Capacity, Residential Zones

Parcel Status	Total Parcels	Total Acres	Constrained Acres	Potentially Buildable Acres	Housing Unit Capacity
Constrained	2,463	1,344	1,238	-	-
Developed	15,059	9,344	2,110	-	-
<i>Total Not Buildable</i>	<i>17,522</i>	<i>10,688</i>	<i>3,348</i>	<i>-</i>	<i>-</i>
Partially Vacant	1,055	4,169	349	3,496	4,407
Vacant	3,992	7,260	1,707	5,202	13,669
Total Potentially Buildable	5,047	11,429	2,056	8,698	18,076

Table 2. Summary of Potentially Buildable Lands and Housing Unit Capacity, Commercial Zones that Permit Multifamily Development

Parcel Status	Total Parcels	Total Acres	Constrained Acres	Potentially Buildable Acres	Housing Unit Capacity
Constrained	577	180	162	-	-
Developed	1,721	642	195	-	-
<i>Total Not Buildable</i>	<i>2,298</i>	<i>821</i>	<i>357</i>		
Partially Vacant	40	39	2	30	146
Vacant	311	262	36	226	887
Total Potentially Buildable	351	301	38	257	1,033

Table 3. Potentially Buildable Lands and Housing Unit Capacity by Jurisdiction, Residential Zones

Jurisdiction	Potentially Buildable Acres		Housing Unit Capacity	
	Partially Vacant	Vacant	Partially Vacant	Vacant
Astoria	22	331	524	4,943
Cannon Beach	37	86	123	329
Clatsop County	3,239	4,175	2,054	1,806
Gearhart	71	146	249	452
Seaside	15	69	136	469
Warrenton	113	392	1,321	5,670
Grand Total	3,496	5,200	4,407	13,669

Figure 1. Housing Unit Capacity by Jurisdiction, Residential Zones

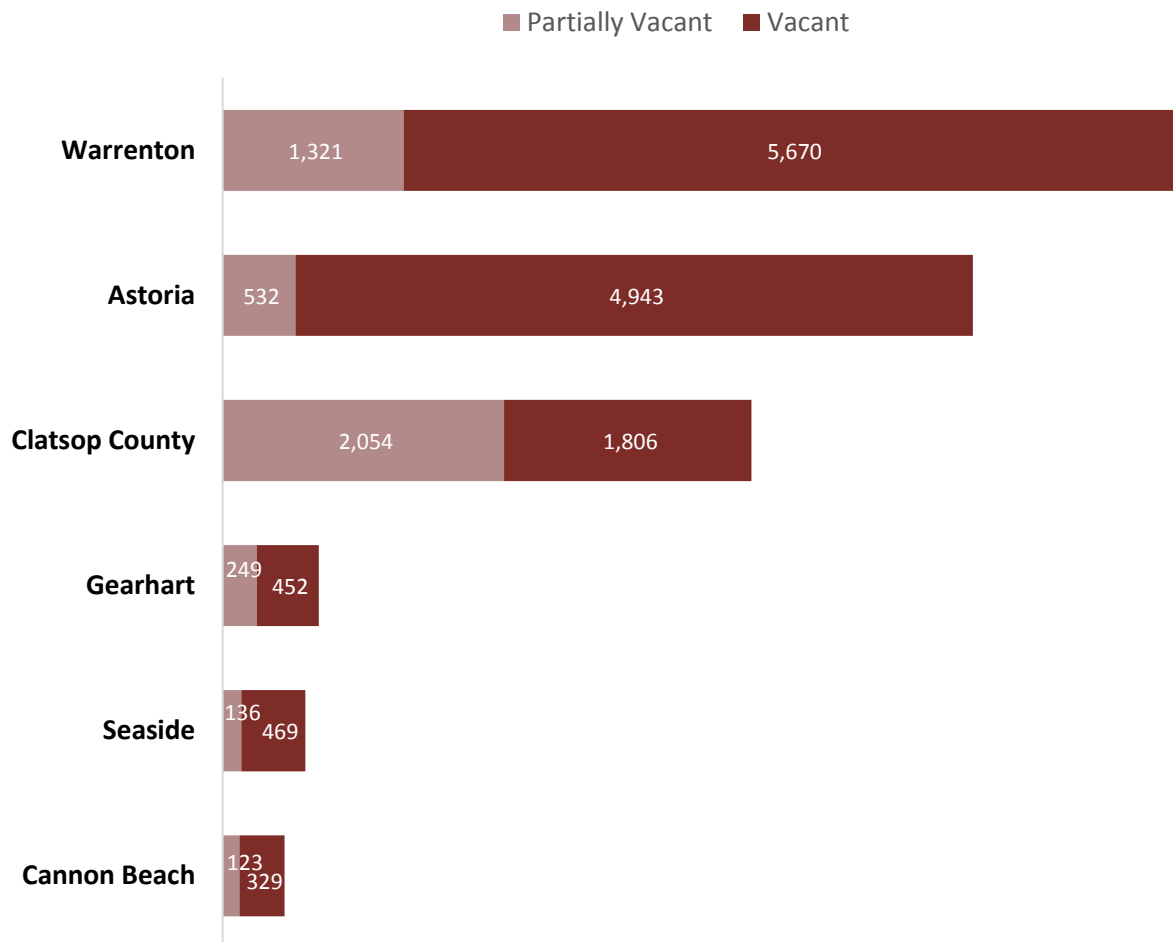
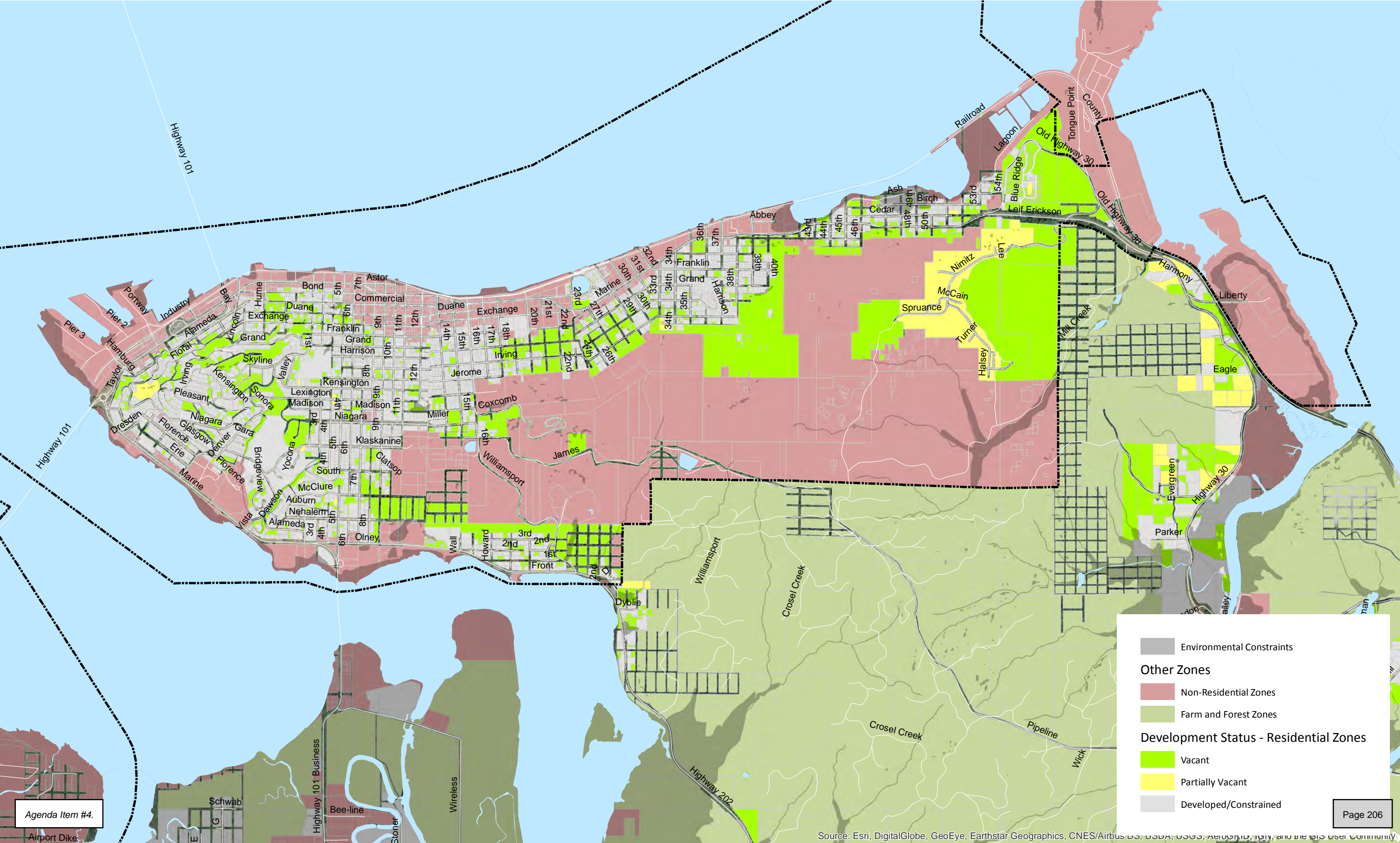


Table 4. Potentially Buildable Lands and Housing Unit Capacity by Zone, Residential Zones

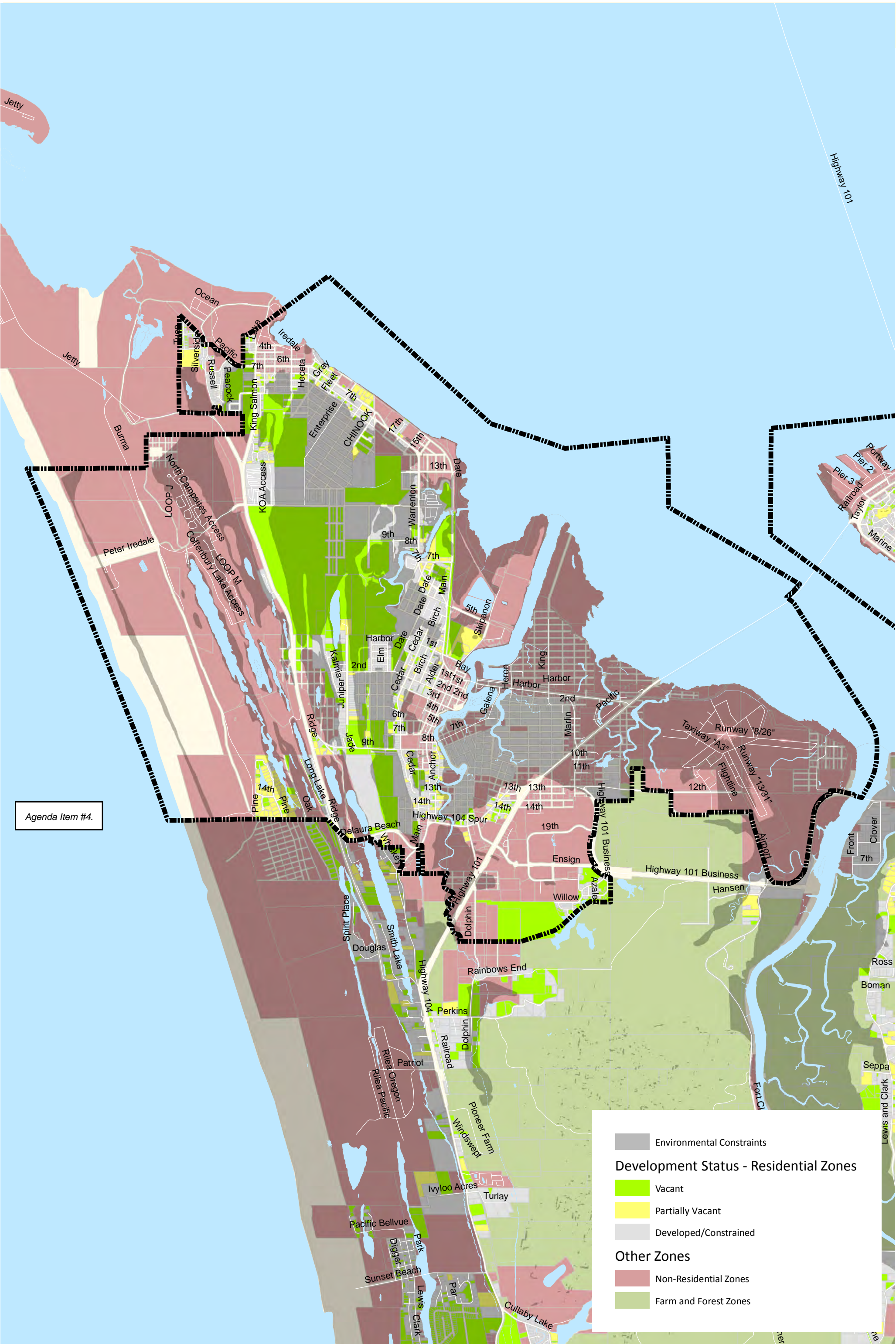
Zone	Potentially Buildable Acres		Maximum Density (units/acre)	Housing Unit Capacity	
	Partially Vacant	Vacant		Partially Vacant	Vacant
Astoria					
AH-MP		1	25.0		74
R1	1	48	8.7	2	183
R2	2	128	15.4	20	1,147
R3	20	153	25.7	502	3,539
Subtotal	22	331	--	524	4,943
Cannon Beach					
MP	1		8.7	4	
R1	1	8	8.7	8	50
R2	1	9	8.7	6	48
R3		2	15.4		21
RAM		4	15.4		52
RL	24	39	4.4	96	133
RM		1	15.4		6
RVL	10	24	1.0	9	19
Subtotal	37	86	--	123	329
Clatsop County					
CBR	52	56	1.0	43	33
CR	13	60	2.2	21	77
KS-RCR	454	305	1.0	390	241
RA-1	314	548	0.5	122	116
RA-2	1,272	1,011	0.5	532	358
RA-5	945	1,971	0.2	161	236
RC-MFR	3	4	8.7	25	30
RCR	120	78	5.8	658	427
RSA-SFR	11	45	5.8	57	229
SFR-1	55	96	1.0	45	59
Subtotal	3,239	4,175	--	2,054	1,806
Gearhart					
R1	54	110	4.35	221	390
R2	5	6	4.35	19	18
R3		1	4.35		5
RA	12	19	1.0	9	9

Zone	Potentially Buildable Acres		Maximum Density (units/acre)	Housing Unit Capacity	
	Partially Vacant	Vacant		Partially Vacant	Vacant
RCPD		10	4.35		30
Subtotal	71	146	--	249	452
Seaside					
R1	3	34	4.4	10	92
R2	7	27	10.0	61	235
R3	3	6	20.0	61	105
RR		1	10.0		36
SR	1	1	30.0	4	1
Subtotal	15	69	--	136	469
Warrenton					
R10	23	66	4.4	92	229
R40	41	40	4.4	151	147
RGM		106	8.7		906
RH	27	134	27.3	729	3,611
RM	21	46	17.4	349	777
Subtotal	113	392	--	1,321	5,670
Grand Total	3,496	5,195	--	4,407	13,350



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Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



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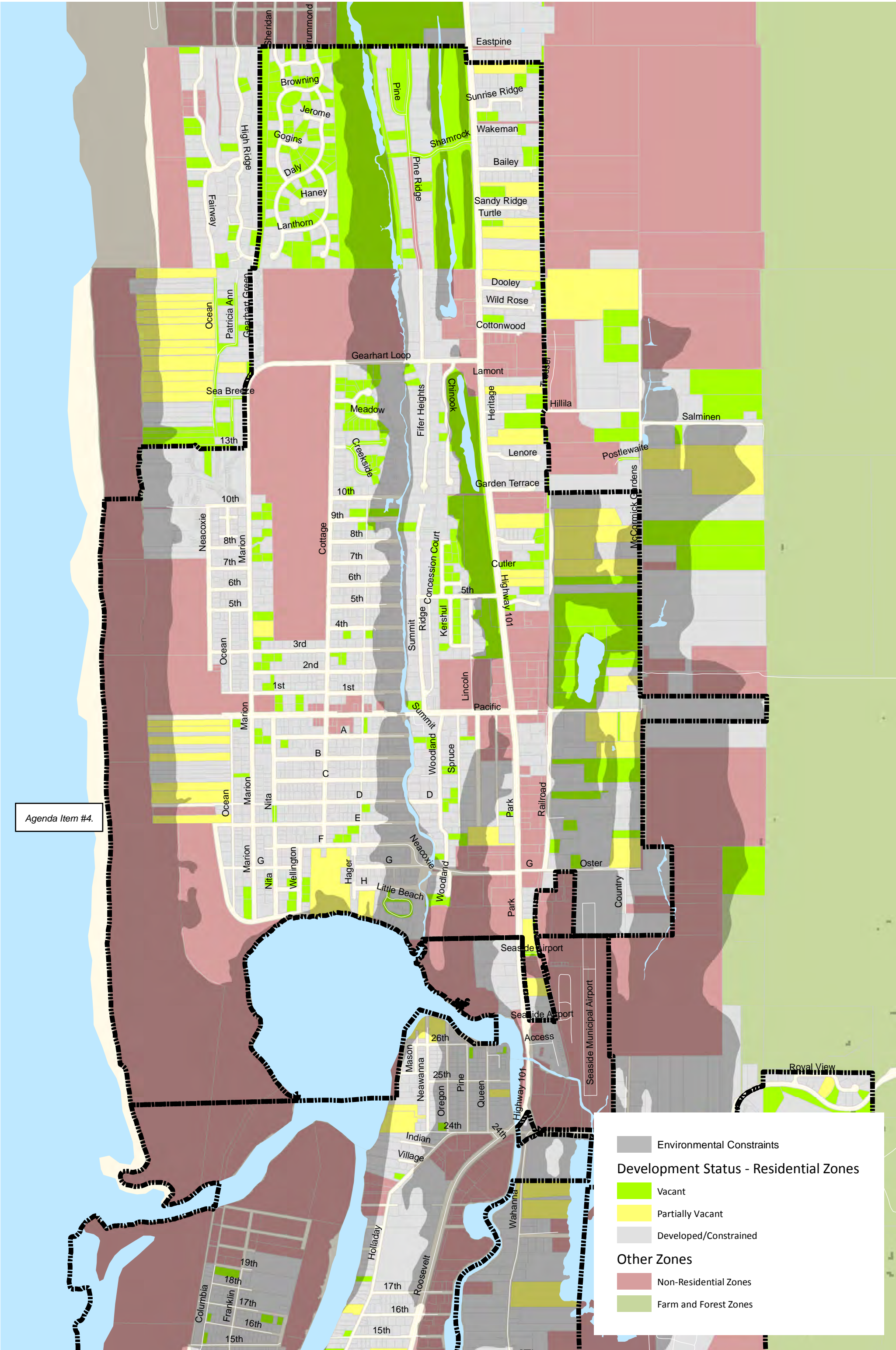
Environmental Constraints

Development Status - Residential Zones

- Vacant
- Partially Vacant
- Developed/Constrained

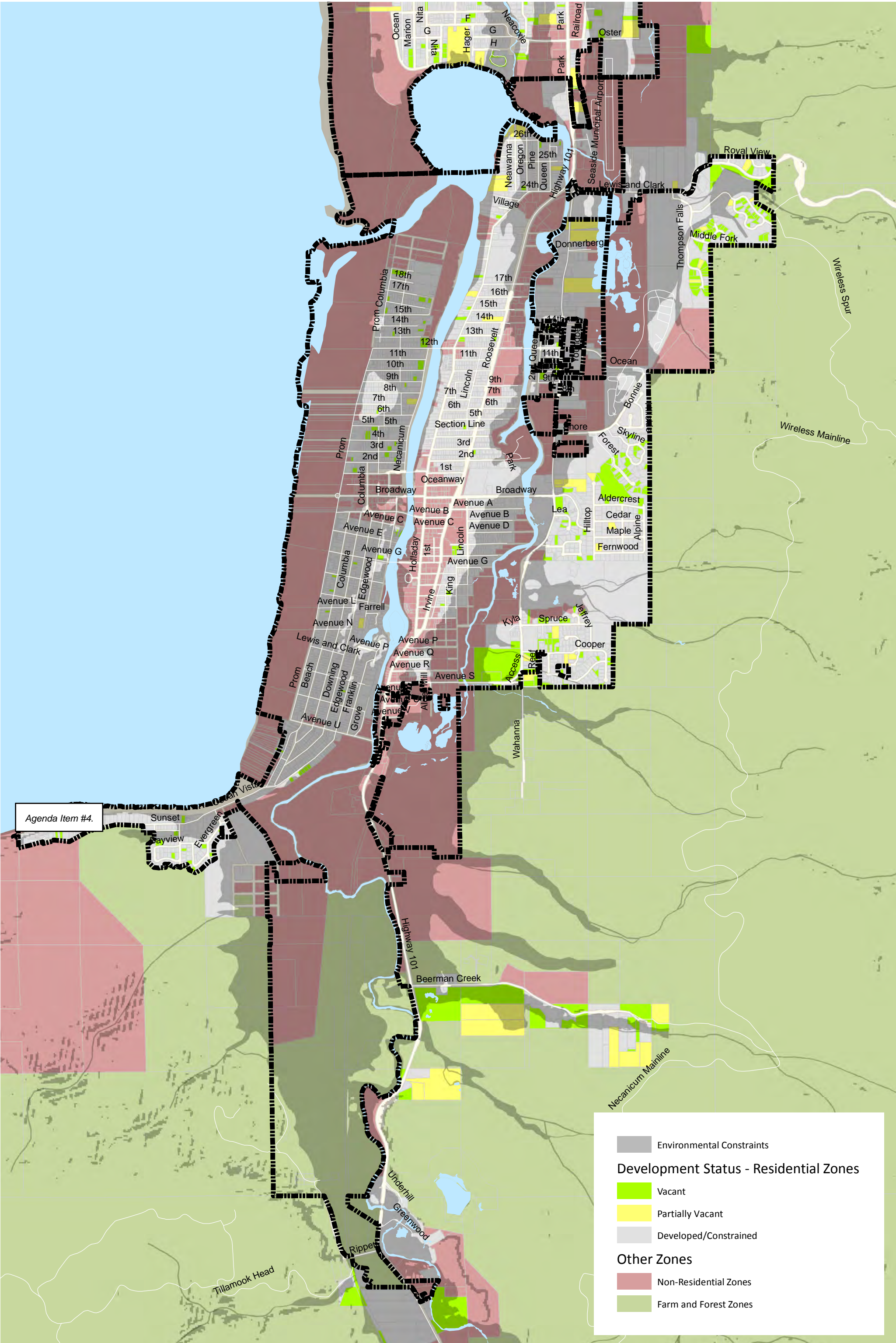
Other Zones

- Non-Residential Zones
- Farm and Forest Zones



Agenda Item #4.

	Environmental Constraints
Development Status - Residential Zones	
	Vacant
	Partially Vacant
	Developed/Constrained
Other Zones	
	Non-Residential Zones
	Farm and Forest Zones



Agenda Item #4.



APPENDIX C:

CLATSOP COUNTY
PLAN AND POLICY REVISION
RECOMMENDATIONS

JANUARY, 2019



MEMORANDUM

Draft Policy and Code Strategies – Preliminary Recommendations
Clatsop County Comprehensive Housing Study

DATE January 22, 2019 (Revised)
TO Clatsop County Comprehensive Housing Study Technical Advisory Committee
FROM Matt Hastie, and Jamin Kimmel, Angelo Planning Group
CC Brendan Buckley and Jerry Johnson, Johnson Economics

OVERVIEW

Angelo Planning Group (APG), in partnership with Johnson Economics, is assisting Clatsop County with a Comprehensive Housing Study for Clatsop County and five of its cities – Astoria, Cannon Beach, Gearhart, Seaside and Warrenton. The goal of the study is to obtain information about the type, size, location and price of housing required to meet the current and future needs of county residents and to understand the market forces, planning and zoning regulations and local barriers that impact housing development in Clatsop County.

As one of the first steps in the study, APG reviewed the housing policies and zoning or development code standards associated with housing and residential development in the County and cities, including a review of each jurisdiction’s Comprehensive Plan and development code. As a follow-up step, APG has identified potential changes to local policies and code requirements to address local housing needs and barriers. These recommendations have been reviewed with the project Technical Advisory Committee and other community members and further refined based on results of that review.

COMPREHENSIVE PLAN POLICIES

APG reviewed each jurisdiction’s Comprehensive Plan to assess whether it includes the following types of supportive policies:

- **Supports Statewide Planning Goal 10.** Comprehensive Plans typically do and should include a general policy that mirrors Statewide Planning Goal 10 (Housing), stating that the overall goal of the jurisdiction is to “*encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial*

capabilities of Oregon households and allow for flexibility of housing location, type and density.”

- **Emphasizes affordable housing needs.** Given that meeting the needs of low and moderate income households often requires public intervention or subsidy, it is important to include policies emphasizing the needs of these households.
- **Supports partnerships.** Most Comprehensive Plan housing elements include policies aimed at supporting other public agencies, non-profits and market rate developers who focus on meeting the needs of low and moderate income households and community members with special housing needs.
- **Encourage a variety of housing types.** In addition to a broad goal or policy about meeting a full range of housing needs, Plans often include policies noting the need for a variety of housing types, including single family attached housing, duplexes, triplexes, multi-family housing and townhomes, as well as less traditional forms of housing such as cottage cluster housing and accessory dwelling units.
- **Affirms Fair Housing goals.** Local governments are required to ensure that their housing policies and standards do not discriminate against or have adverse effects on the ability of “protected classes” to obtain housing, consistent with the federal Fair Housing Act.
- **Support for mixed use development.** Some Plans explicitly support the development of mixed use projects, which typically include upper story housing located above retail or commercial uses.
- **Support for accessory dwelling units.** Comprehensive Plans may include policies specifically referencing support for this form of housing. Recent Oregon legislation requires all cities below a certain size to allow for this form of housing outright in all zones where single-family detached housing is allowed.
- **Support flexible zoning.** Some Plans include policies which emphasize the need for zoning to be flexible enough to meet a variety of housing needs and keep costs for such housing down, particularly for housing affordable to low and moderate income households.
- **Address land supply goals.** Many Comprehensive Plans include policies which reference the need to ensure that adequate land is zoned to meet identified housing needs, and to periodically update the jurisdiction’s inventory of such lands.
- **Support development of manufactured homes.** Oregon law requires that all zones that allow for “stick built” single family detached homes also allow for manufactured homes on individual lots. Each jurisdiction must also allow for manufactured home parks in at least one residential zone.
- **Regulate short term rentals.** Many communities, particularly those with high levels of tourism, regulate short-term rental housing to reduce its impact on the supply and affordability of long-term rental housing.

As noted in the previous Policy Review Memo, a majority of the jurisdictions’ Plans include policies that address these issues, although some gaps are present. Table 1 summarizes recommended police amendments for selected jurisdictions to address these gaps.

Table 1. Comprehensive Plan Policy Update Summary

Policy Amendment	Clatsop County	Astoria	Cannon Beach	Gearhart	Seaside	Warrenton
Affirms Fair Housing goals	X	X			X	
Supports mixed use development					X	
References ADUs	X		X	X	X	X
Supports flexible zoning	X			X	X	
Addresses land supply goals	X			X		
Supports manufactured homes	X		X			

ZONING AND DEVELOPMENT CODE STANDARDS

In addition to reviewing Comprehensive Plan policies, APG reviewed the zoning ordinance or development code for each jurisdiction and summarized information about the following type of standards in the earlier policy review memo. Summary observations include:

- **Residential zones.** All jurisdictions include a range of zones, with most providing for low, medium and high-density zones, and others providing a greater variety of zones. Most of the County's residential zones are applied to areas within unincorporated communities. No changes to the range of zones is recommended.
- **Housing types allowed.** All jurisdictions allow for a range of housing types. The mix of housing types allowed within the range of zones varies, as does the application of conditional use requirements to specific types of housing. Several changes are recommended, in part to ensure that land in higher density zones remains available for moderate and higher density housing forms (e.g., more compact single family homes and lots, duplexes, tri-plexes, rowhouses and apartments).
- **Manufactured homes.** This type of housing is generally allowed on individual lots as required by state law although it is subject to conditional use standards in Seaside. Modest changes are recommended in selected jurisdictions to address the letter and intent of statewide requirements and to ensure that these types of homes remain a viable option to meet housing needs of low and moderate income residents.
- **Accessory dwelling units.** These are allowed in each jurisdiction, except Gearhart and Seaside. Modest changes are recommended to increase the potential for these types of units, while ensuring that they provide more potential for long-term rental units, rather than short-term rentals.
- **Cottage Cluster Housing.** This form of housing is explicitly defined and allowed only in Astoria. It is recommended to be allowed in most other jurisdictions.
- **Densities and minimum lot sizes.** These vary somewhat significantly across the communities, with Astoria and Seaside allowing for the highest densities. Some changes are recommended to these standards.
- **Height standards.** These vary across the jurisdictions. On average allowed heights are lowest in Cannon Beach and highest in Seaside. Changes are recommended to standards in Cannon Beach.
- **Off-street parking requirements.** Most communities require two spaces for single-family detached dwellings. Some cities require fewer spaces for other housing types. Modest changes are recommended to help reduce costs associated with off-street parking.
- **Residential design standards.** Most communities do not apply specific architectural design standards to most housing types. No changes are recommended at this time.

Table 2 summarizes potential changes for selected jurisdictions.

Table 2. Potential Development Code Changes

Code Provision	Astoria	Cannon Beach	Gearhart	Seaside	Warrenton	County
Housing Types Allowed	Allow duplexes on corner lots in R-1 Allow ADUs outright in R-1 Do not allow SFD in R-3	Allow duplexes on corner lots in R-1 Allow triplexes in R-2 Do not allow new SFD homes in R-3	Allow ADUs in all zones, assuming septic can accommodate	Allow ADUs in all zones; restrict use as short-term rentals Allow triplexes in R-2 Do not allow SFD in R-3 All MH on SFD lots outright in all zones	Allow ADUs outright in all zones where currently allowed Allow triplexes in R-M Do not allow SFD in R-H	No changes suggested
Densities/ Minimum lot sizes allowed	Reduce minimum lot sizes for SFD, duplexes in R-2 and R-3 zones Consider minimum density in R-3 zone	Reduce minimum lot sizes for SFD, duplexes in R-2 and R-3 zones, if demonstrated to enhance land use efficiency	Consider reducing minimum lot sizes in all zones if packaged wastewater treatment can be implemented	Reduce minimum lot sizes for SFD in all zones Reduce minimum lot sizes for duplexes in R-2 Reduce minimum lot size for attached housing in R-3 Consider minimum density in R-3	Reduce minimum lot sizes for SFD in R-10 and R-M Reduce minimum lot sizes for duplexes in R-M Reduce minimum lot sizes for trilexes in R-H, C-MU	Consider reduced lot sizes in selected RCR zones if service available

Code Provision	Astoria	Cannon Beach	Gearhart	Seaside	Warrenton	County
ADU requirements	Consider changing owner occupancy requirement	Increase maximum allowed size	Establish standards	Allow and establish standards using DLCD guidelines	Increase minimum allowed size Consider changing owner occupancy requirement Ensure clear, objective standards	Consider eliminating additional off-street parking requirement
Cottage cluster housing	Allow in additional zones	Allow and create specific standards	Allow and create specific standards	Allow and create specific standards	Allow and create specific standards	
Off-street parking requirements	No changes suggested	No changes suggested	Reduce for SF attached, MF	Reduce for SF attached, MF	No changes suggested	No changes suggested
Building Heights		Increase to 35' in R-3, RAM	Increase to 35' in R3, RCPD	PD: None? SR: 35'	No changes suggested	No changes suggested