



# AGENDA

## ASTORIA PLANNING COMMISSION

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June 28, 2016  
6:30 p.m.  
2<sup>nd</sup> Floor Council Chambers  
1095 Duane Street · Astoria OR 97103

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES
  - a. May 24, 2016
4. PUBLIC HEARINGS
  - a. Conditional Use CU16-04 by Oscar Nelson to locate light manufacturing (grow marijuana and soap making) in an existing retail/storage space at 487 W Marine in the C-3, General Commercial zone.
  - b. Amendment A16-03 by Astoria Parks & Recreation Department to amend the Astoria Comprehensive Plan to include the Astoria Parks and Recreation Comprehensive Master Plan, City Wide. This issue was continued from the 5-24-16 meeting.
5. REPORT OF OFFICERS
6. PUBLIC COMMENTS (Non-Agenda Items)
7. ADJOURNMENT

**THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING SHERRI WILLIAMS, COMMUNITY DEVELOPMENT DEPARTMENT, 503-338-5183.**

## ASTORIA PLANNING COMMISSION MEETING

Astoria City Hall  
May 24, 2016

### CALL TO ORDER:

President Pearson called the meeting to order at 6:30 pm.

### ROLL CALL:

Commissioners Present: President David Pearson, Vice President Kent Easom, McLaren Innes, Sean Fitzpatrick, Daryl Moore, and Frank Spence

Commissioners Absent: Jan Mitchell

Staff Present: Community Development Director Kevin Cronin, Planner Nancy Ferber, Parks Director Angela Cosby, and Parks Planner Ian Sisson. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

### APPROVAL OF MINUTES:

#### **Item 3(a): April 26, 2016 Meeting**

Vice President Easom noted the following corrections:

- Page 1, motion to approve the minutes of the March 22, 2016 meeting: "... seconded by Vice President Easom ~~Commissioner Innes.~~"
- Page 2, Paragraph 6: "~~Vice President Easom~~ **Commissioner Spence** noted the Staff report required the bicycle space to be located in the sidewalk furnishing zone."

Vice President Easom moved that the Astoria Planning Commission approve the minutes of April 26, 2016 as corrected; seconded by Commissioner Innes. Motion passed unanimously.

#### **Item 3(b): April 26, 2016 Work Session**

Vice President Easom noted the following correction:

- Page 1, Paragraph 4: "~~Vice President Easom~~ **Commissioner Spence** noted the City owns 1,300 parcels of land..."

Vice President Easom moved that the Astoria Planning Commission approve the April 26, 2016 work session minutes as corrected; seconded by Commissioner Moore. Motion passed unanimously.

### PUBLIC HEARINGS:

President Pearson explained the procedures governing the conduct of public hearings to the audience and advised that handouts of the substantive review criteria were available from Staff.

### ITEM 4(a):

A16-03 Amendment A16-03 by the Astoria Parks and Recreation Department to amend the Astoria Comprehensive Plan to include the Astoria Parks and Recreation Comprehensive Master Plan, City Wide.

President Pearson asked if anyone objected to the jurisdiction of the Planning Commission to hear this matter at this time. There were no objections. He asked if any member of the Planning Commission had any conflicts of interest or ex parte contacts to declare. Hearing none, he asked Staff to present the Staff report.

Director Cronin and Ian Sisson reviewed the written Staff report and noted the most recent updates to the draft Astoria Parks and Recreation Comprehensive Master Plan.

Commissioner Moore said he had no objections to the updates. He wanted to know why Columbia Field was listed as a City of Astoria park. The park is not City property and he did not believe the City had a formal arrangement with the school district. However, he understood the City uses and maintains the park. Mr. Sisson said the inventory could include an additional column to show ownership of each park property. The intent of the inventory is to show the parks that are managed by the Parks and Recreation Department. Staff needed to account for all of the facilities that are available to the public for recreation services and use. He confirmed that the Master Plan could be updated if the management agreement with the school district changed. Director Cronin added that this change could be done administratively because the Plan is a working document.

Commissioner Spence said lack of staff was discussed in several meetings. He hoped it would not be too late to recommend increased staffing while the City is putting the final touches on the budget. He asked if staffing had been addressed in the Parks Department budget and if the need for more staff had been accepted positively. Director Cosby said Staff has begun discussing staffing needs with City Council as part of the Master Plan, but it was not considered for the next fiscal year because the Master Plan has not yet been adopted. Once the Plan is adopted, work sessions will be scheduled to discuss how to balance resources with staffing requirements. She confirmed that the Parks Department just started to contract out some of its maintenance work, like restroom cleaning and mowing. The City has three full-time Parks maintenance employees and the contracted employees are seasonal employees that make lower hourly rates and do not receive the City's benefit package. City staff costs 60 percent more than seasonal employees. However, since the employment pool is empty, contracting is the City's only option right now.

President Pearson opened the public hearing and called for testimony in favor of, impartial to, or opposed to the application. Hearing none, he called for closing comments of Staff. There were none. He closed the public hearing and called for Commission discussion and deliberation.

Commissioner Innes said a lot of work had gone into the Master Plan in a very short amount of time. She hoped following through with the Plan would go well.

Commissioner Fitzpatrick said he was impressed with the amount of work that went into the Plan.

President Pearson agreed and said the document was a great working document.

Director Cronin said Staff wanted to continue this hearing because the Parks Board would be reviewing the Master Plan on May 25<sup>th</sup> and they may have something new for the Planning Commission to consider.

Commissioner Moore moved that the Astoria Planning Commission continue the hearing for A16-03 by the Astoria Parks and Recreation Department to the June 28, 2016 6:30 p.m. meeting; seconded by Commissioner Spence. Motion passed unanimously.

ITEM 4(b):

V16-05                      Variance V16-05 by Josh Kolberg, Architect for Columbia Memorial Hospital to locate a cancer treatment facility with floor area to lot ration of .22 from the required 1:1 ration at 1905 Exchange in the AH-HC, Attached Housing – Health Care zone.

President Pearson asked if anyone objected to the jurisdiction of the Planning Commission to hear this matter at this time. There were no objections. He asked if any member of the Planning Commission had any conflicts of interest or ex parte contacts to declare.

Vice President Easom declared a potential conflict of interest, as he manages the property adjacent to the site of the proposed facility. However, he did not believe this would impact his decision.

Commissioner Fitzpatrick declared that he and his wife have been long-term supporters of the facility. They were invited to a sneak peak of the cancer center the previous week, which they did not attend. He also received a letter with information about the facility, but he did not believe any of this would preclude him from being impartial. He also believed everything in the letter would be presented to the Commission during this hearing.

President Pearson asked Staff to present the Staff report.

Planner Ferber reviewed the written Staff report, noting Staff recommended approval of the request.

Commissioner Spence asked if the hospital owned all of the land shown in the photograph on Page 4 of the Staff report and why not all of the parcels would be used to calculate the floor to area ratio (FAR). It appears as if one site is being divided, which triggers the variance. Other Commissioners indicated the FAR would be worse if the entire property were considered. Commissioner Spence asked if the legal description of the individual lots controlled what could be developed. Planner Ferber confirmed the hospital owns one large lot, but just wants to develop a piece of it now and potentially develop the rest of it in the future.

Commissioner Spence asked if access would be from Exchange Street. Director Cronin said the Design Review Committee had already addressed the access criteria and it was not part of the criteria for approving the variance.

President Pearson opened the public hearing and called for a presentation by the Applicant. The Applicant confirmed he had no presentation.

President Pearson called for any testimony in favor of, impartial to, or opposed to the application. Hearing none, he called for closing comments of Staff. There were none. He closed the public hearing and called for Commission discussion and deliberation.

Commissioner Fitzpatrick believed the Applicant had made a case for needing this variance and he supported the application. President Pearson, Vice President Easom, Commissioners Innes and Spence agreed.

Commissioner Moore said the intention of the Gateway Overlay Zone was 1 to 1 construction. A cancer treatment center is absolutely necessary, but he believed the Commission should consider that variances could conflict with the intentions of the area. In the future, the hospital may construct more on the lot, which will increase the FAR, but there is no real plan at this point. Staff suggested the Applicant develop a master plan for the area, so he hoped there would be more development in the area to achieve the goals of the Gateway Area.

Vice President Easom moved that the Astoria Planning Commission adopt the Findings and Conclusions contained in the Staff report and Variance V16-05 by Josh Kolberg; seconded by Commissioner Innes. Motion passed unanimously.

President Pearson read the rules of appeal into the record.

#### REPORTS OF OFFICERS/COMMISSIONERS:

Director Cronin reported that the library's open house was scheduled for May 25<sup>th</sup> from 4:30 pm to 6:30 pm, and then the Library Board and City Council work session would be held at City Hall in Council Chambers at 7:00 pm. Columbia Memorial Hospital will host an open house on May 25<sup>th</sup> at the Seafood Lab to discuss the new parking lot at the site of the old gas station. On May 31<sup>st</sup>, an emergency management town hall meeting will be held at the Liberty Theatre.

#### PUBLIC COMMENTS:

#### ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:07 pm.

#### **APPROVED:**

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Community Development Director

June 21, 2016

TO: ASTORIA PLANNING COMMISSION

FROM: NANCY FERBER, CITY PLANNER 

SUBJECT: CONDITIONAL USE REQUEST (CU16-04) BY OSCAR NELSON TO LOCATE LIGHT MANUFACTURING (GROWING MARIJUANA AND SOAP PRODUCTION) AT 487 W MARINE DRIVE IN EXISTING COMMERCIAL SPACE

I. Background

- A. Applicant: Oscar Nelson  
487 W. Marine Drive  
Astoria, OR 97103
- B. Owner: John Joseph Carriere  
487 W. Marine Drive  
Astoria, OR 97103
- C. Location: 487 W Marine Drive; Map T8N-R9W Section 7CC, Tax Lot 8500; Lot 15-20, portions of lot 21 and 22; Block 6, Taylor's.
- D. Zone: C-3, General Commercial Zone
- E. Lot Size: 18,596 square feet (.40 acre) applicant's space is 3,000 square feet, the proposed light manufacturing would take 750 square feet.
- F. Request: To locate light manufacturing (growing marijuana and making soap) in existing retail/storage space in C-3 Zone.
- G. Previous Applications: N/A this is a new building. There are outstanding Public Works requirements noted in the recommendations in order for the owner to obtain a final license to occupy.

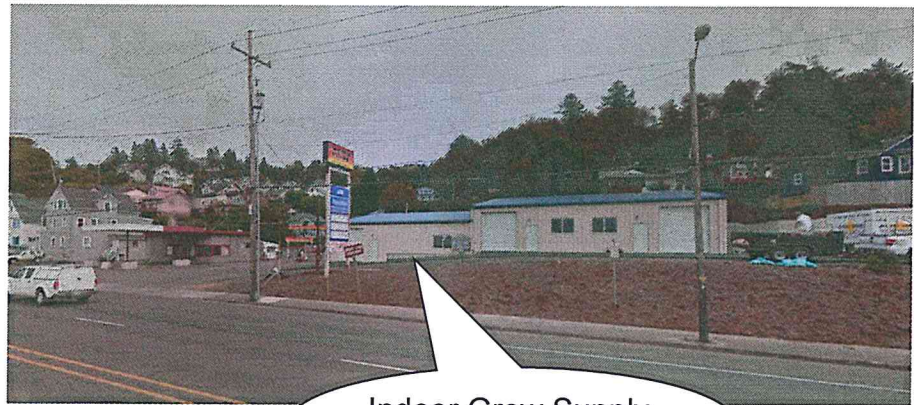
II. BACKGROUND

A. Subject Property

The applicant's business, Indoor Grow Supply, recently relocated from its retail site in downtown to the east portion of the building on the corner of W. Maine Drive and Hamburg Ave. The site is currently



being used as an outright permitted retail sales space. The applicant subleases the east half of the space.



Indoor Grow Supply

B.

Adjacent Neighborhood

The neighborhood is developed with a variety of uses, including bars, restaurants, offices and marijuana facilities. Single-family dwellings are located southeast along Alameda Ave and between Hamburg Ave and Hull Ave. The site is just west of the Bridge Vista Overlay zone. The majority of the area is zoned C-3 for uses which require a high degree of accessibility to vehicular traffic, low intensity uses on large tracts of land, and small warehousing. The site is below its maximum lot coverage, has met the required 10% landscaping in open areas and provides off-street parking.



487 W Marine

III. PUBLIC REVIEW AND COMMENT

A public notice was mailed to all property owners within 250 feet pursuant to Section 9.020 on June 6, 2016. A notice of public hearing was published in the *Daily Astorian* on June 21, 2016. Comments received will be made available at the Planning Commission meeting.

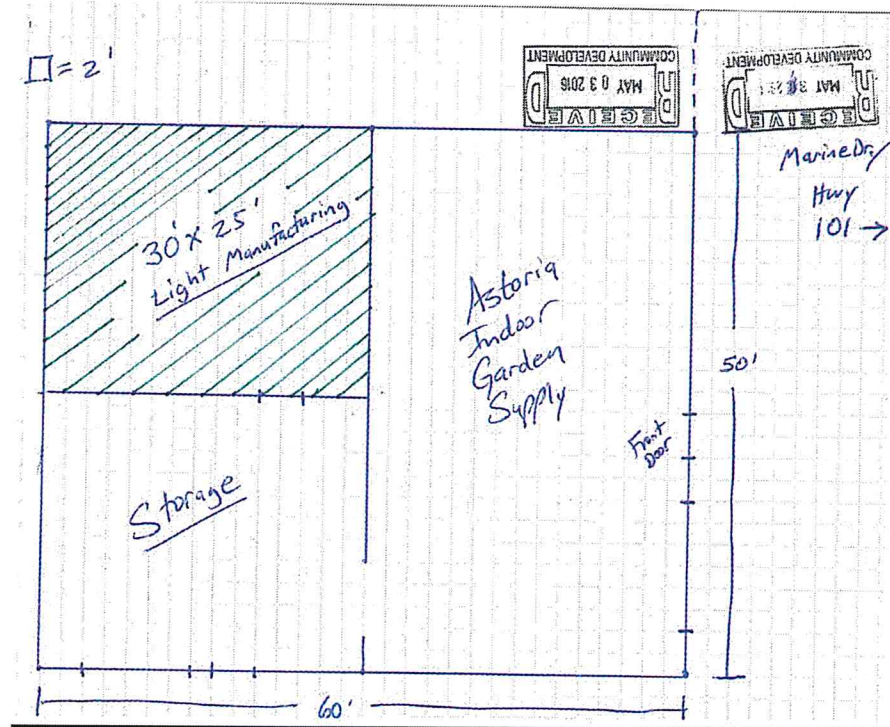
IV. APPLICABLE REVIEW CRITERIA AND FINDINGS OF FACT

A. Section 2.395(7) concerning Conditional Uses permitted in the C-3 Zone lists “Light Manufacturing” which is defined as:

An enterprise involved in the manufacturing of goods or products which require minimal primary processing and which have minimal off-site impacts in terms of noise, glare, odor, air and water pollution. Processing, fabricating, assembly or disassembly of items takes place wholly within an enclosed building, and requires only a small amount of raw materials, land area, power, are easy to transport, and does not require large automated production lines. Facilities typically have less environmental impact than those associated with heavy industry. Examples include food products, brewery, distillery, clothing, electronics, wood working, etc. (Amended by Ordinance 14-03, 4-21-14)

Finding: The applicant proposes growing marijuana for research and development, not for retail distribution purposes. The growing operation meets the definition of light manufacturing in that it involves minimal processing, has little or no off site impacts, and is proposed entirely within an enclosed building. This definition has been applied to recent establishment of breweries and a much larger grow facility at 401 Industry that was recently approved by the Planning Commission (CUP 15-05). The operation at 487 Marine will be located in a room

behind a storage area adjacent to the retail sales area. There will be no additional noise, glare or water pollution associated with the use. The applicant is installing 2" carbon air filters, and plans to use portable fans filters to neutralize any odors. The soap making process will not have any additional impacts to the site.



- B. Section 2.185(1) states that "All uses will comply with applicable access, parking, and loading standards in Article 7".

Section 7.100 concerning Minimum Parking Space Requirements identifies parking spaces for light manufacturing as one space per 2 employees on the largest shift.

Finding: The proposed use will be in an existing commercial structure. The Indoor Grow Supply will not be adding additional employees. They are required to have 1 parking space per 500 square feet for a required 6 spaces.



There are 7 parking spaces including one ADA accessible spot in the front of the building and additional spaces in the rear. Should the number of employees increase for the light manufacturing, the applicant shall additional off-street parking for additional employees.

Parking Requirement Met

- C. Section 2.445(8) requires that signs will comply with requirements in Article 8.

Finding: No new signs are proposed as part of this request. Any future sign installation shall comply with the requirements of Article 8. The applicant shall submit a sign permit for a face change as they recently installed their sign in the existing freestanding sign. The "Astoria Indoor Grow Supply" sign shall be trimmed or resized to fit within the existing frame.



- D. Section 11.110(A) concerning Light Manufacturing, Nuisances states that "No use shall generate odor, dust, gas, fumes, glare or vibration beyond the property line or site boundary."

Finding: The proposed use will be enclosed in the building's footprint and will not generate odor, dust, gas, fumes, glare or vibration. Light manufacturing operations would be a low impact operation with minimal odor, dust, etc, Air will be filtered through a carbon filter.

- E. Section 11.110(B) concerning Light Manufacturing, Storage states that "Storage of materials and equipment shall be screened from adjacent properties or public

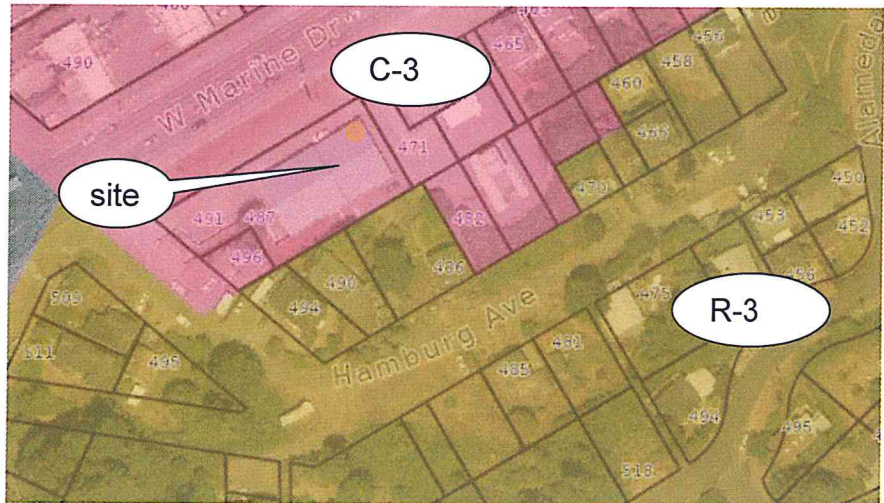


*streets by sight-obscuring fencing, landscaping or both. Clear vision areas shall not be obscured.”*

Finding: All materials and equipment would be stored in the building. No outdoor storage is proposed at this time. Trash and recycling is located behind the building.

- F. Section 11.110(C) concerning Light Manufacturing, Buffer states that *“Where a use abuts a residential zone, or other sensitive use (regardless of the presence of a street) a buffer of at least 10 feet shall be established. Such buffer may include plantings, berms, walls, and fencing adequate to provide a separation of the use from the residential area.”*

Finding: The use will be in an existing area next to a storage room. The building is adjacent to a residential zone and has met the landscaping and buffering requirements.



- G. Section 11.110(D) concerning Light Manufacturing, Lighting states that *“Exterior lighting shall be shielded so as to direct it away from adjacent property.”*

Finding: No exterior lighting is proposed. Any future lighting shall be reviewed by the Community Development Department for compliance with this standard.

- H. Section 11.110(E) concerning Light Manufacturing, Parking states that *“Uses shall have adequate parking, loading, maneuvering, and vehicle storage areas so as not to impact adjacent public streets or parking facilities. Ingress and egress shall be limited so as to direct parking onto arterial or collector streets.”*

Finding: No additional loading/unloading impact is proposed. There is adequate maneuvering space in the parking lot area and behind the building for loading and unloading, if needed.

- I. Section 11.020(B.)(1) states that *“the Planning Commission shall base their decision on whether the use complies with the applicable policies of the Comprehensive Plan.”*

1. CP.035.6, West End Area Policies Area Policies, states that *“Zoning of the west end will generally remain stable, with the present division between R-1 and R-2 and a small area devoted to neighborhood commercial.”*

Finding: No zoning changes are proposed, the proposed light manufacturing would be occurring in an existing permitted commercial space.

2. CP.200.1, Economic Development Goal 1 and Goal 1 Policies, states that *“The City of Astoria will strengthen, improve, and diversify the area's economy to increase local employment opportunities. 1. Encourage, support, and assist existing businesses.”*

Finding: The applicant has an existing retail sales operation at the location. The soap production is proposed as a research and development project for a potential soap and lotion business in the future. The marijuana growing is also proposed as a research project. It will not be sold or distributed at the site and does not require a license from Oregon Liquor Control Commission.

Finding: The request is in compliance with the Comprehensive Plan.

- J. Section 11.030(A) requires that *“before a conditional use is approved, findings will be made that the use will comply with the following standards:”*

1. Section 11.030(A)(1) requires that *“the use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the use.”*

Finding: The proposed use is an appropriate use of an existing building. The applicant has been operating a retail sales indoor grow supply business at the site. The light manufacturing area will not be accessible to customers. It is appropriate at the proposed location in that it will utilize an existing building square footage and is only 30' x 25' (750 square feet) in size

2. Section 11.030(A)(2) requires that *“an adequate site layout will be used for transportation activities. Consideration should be given to the suitability of any access points, on-site drives, parking, loading and unloading areas, refuse collection and disposal points, sidewalks, bike paths, or other transportation facilities. Suitability, in part, should be determined by the potential impact of these facilities on safety, traffic flow and control, and emergency vehicle movements.”*

*Section 7.105 Bicycle parking spaces shall be provided for new development, change of use, and major renovation, at a minimum, based on the standards in Table 7.105. Major renovation is defined as construction valued at 25% or more of the assessed value of the existing structure.*

*Where an application is subject to Conditional Use Permit approval or the applicant has requested a reduction to an automotive parking standard, pursuant to Section 7.062, the Community Development Director or Planning Commission, as applicable, may require bicycle parking spaces in addition to those in Table 7.105.*

*Per table 7.105- Commercial uses require 1 bike space per primary use, or 1 per 10 vehicle spaces.*

Finding: The site is adequately paved and accessible from Marine Drive and Hamburg Avenue and has adequate parking and loading area on the north side of the building. The site is fully serviced by a sidewalk on Marine Drive. However, the eastbound lane of W Marine Drive does not have a bike lane. ODOT manages W Marine Drive and therefore the applicant is not responsible for the deficiency. The City is actively working on correcting this issue. The proposed use is not expected to negatively impact traffic flow based on the number of projected employees, expected visitors, and vendors.

With the change of use for the new light manufacturing, a minimum of two bicycle spaces are required. The applicant shall submit a plan for review and approval by the planner. The bike parking shall be installed prior to occupancy.

3. Section 11.030(A)(3) requires that the use will not overburden water and sewer facilities, storm drainage, fire and police protection, or other utilities.

Finding: All utilities are at the site and are capable of serving the use. As with all new or increased businesses and development, there would be incremental impacts to police and fire protection, but it would not overburden these services. Public Works has requested an RP backflow device be installed and tested at the site.

4. Section 11.030(A)(4) requires that *“the topography, soils and other physical characteristics of the site are adequate for the use. Where determined by the City Engineer, an engineering or geologic study by a qualified individual may be required prior to construction.*

Finding: No new construction is proposed.

5. Section 11.030(A)(5) requires that *“the use contain an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses.”*  
Finding: The landscaping requirement for the new construction were met and approved March 28, 2016. The property owner purchased plants smaller than required per landscaping requirements but was approved with the condition that he maintains the landscaping and the site will be checked in one year to allow the plants to grow. See photos attached.

## V. CONCLUSIONS AND RECOMMENDATIONS

The request meets all applicable review criteria. Staff recommends approval of the request based on the findings of fact above with the following conditions:

1. Significant changes or modifications to the proposed plans as described in this Staff Report shall be reviewed by the Astoria Planning Commission.
2. Any future exterior lighting changes shall be reviewed by the Planner for compliance with the standards of Development Code Section 11.110.D.
3. A minimum of two bicycle spaces are required. The applicant shall submit a plan for review and approval through the Community Development Department. The spaces shall be installed prior to occupancy.
4. Should the number of employees increase for the light manufacturing, the applicant shall apply for an amendment to the existing permit, or provide additional off-street parking for additional employees.
5. The property owner shall complete the list of outstanding work yet to be completed as required by Public Works staff including the following:
  - a) *Engineering to support the design the retaining wall in the right of way.*
  - b) *Pavement transition from new roadway improvements to existing unimproved right of way.*
  - c) *Final approval of license to occupy which will move forward after items 1 & 2 above are completed*
6. The applicant shall submit a sign permit for the existing signage and any new signage including sandwich boards. The applicant shall also resize or trim the sign in the freestanding sign along Marine Drive in compliance with the standards of Development Code Section 8.
7. The applicant shall install, and have an RP backflow device tested by a building inspector at the site as requested by Public Works.

The applicant should be aware of the following requirements: The applicant shall obtain all necessary City and building permits prior to the start of operation.

Landscaping approved 3/28/16



Landscaping totals: 3,351sq feet landscaped, of total lot 18,596= 18%, meets 10% requirement for C-3. However, plants are too small and non-compliant in size. Landscaping is approved with the condition that plants need to be maintained. Site will be checked in one year to allow plants to grow; failure to maintain live plantings will result in requirement to replant with the proper size or occupancy may be withdrawn.



CITY OF ASTORIA  
Founded 1811 • Incorporated 1856

COMMUNITY DEVELOPMENT

No. CU 16-04

Fee: \$250.00

paid 5/3/16

CONDITIONAL USE APPLICATION

Property Address: 487 W. Marine Dr. Astoria, OR 97103

Lot 19-20 & portions of lots 21 & 22 Block 6 Subdivision Taylor's

Map 7CC Tax Lot 8500 Zone C-3

Applicant Name: Oscar Nelson (moved)

Mailing Address: 1444 Commercial St. Astoria, OR 97103

Phone: 503-741-7626 Business Phone: \_\_\_\_\_ Email: astoriaindoor@gmail

Property Owner's Name: John Carriere

Mailing Address: 979 5th Ave Hammond, OR 9712

Business Name (if applicable): \_\_\_\_\_

Signature of Applicant: [Signature]

Date: 4/28/16

Signature of Property Owner: [Signature]

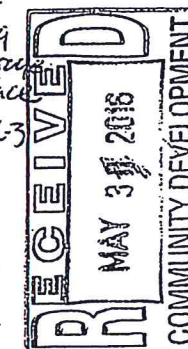
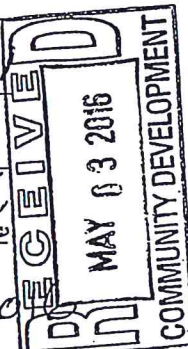
Date: April 28, 2016

Existing Use: C-3

Proposed Use: Light <sup>to locate</sup> Manufacturing (grow marijuana + soap making) in existing retail/storage space

Square Footage of Building/Site: 750 sq/ft (30' x 25')

Proposed Off-Street Parking Spaces: 0



**SITE PLAN:** A Site Plan depicting property lines and the location of all existing and proposed structures, parking, landscaping, and/or signs is required. The Plan must include distances to all property lines and dimensions of all structures, parking areas, and/or signs. Scaled free-hand drawings are acceptable.

For office use only:			
Application Complete:	rcvd 5/3, Pre App 5/11	Permit Info Into D-Base:	5/17/16
Labels Prepared:	5-17-16	Tentative APC Meeting Date:	6-7-16 6-28-16
120 Days:	9/8/16		

**FILING INFORMATION:** Planning Commission meets on the fourth Tuesday of each month. Completed applications must be received by the 13th of the month to be on the next month's agenda. A Pre-Application meeting with the Planner is required prior to acceptance of the application as complete. Only complete applications will be scheduled on the agenda. Your attendance at the Planning Commission meeting is recommended.

Briefly address each of the following criteria: Use additional sheets if necessary.

11.030(A)(1) The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the use.

No notable change will be seen.

11.030(A)(2) An adequate site layout will be used for transportation activities. Consideration should be given to the suitability of any access points, on-site drives, parking, loading and unloading areas, refuse collection and disposal points, sidewalks, bike paths, or other transportation facilities: Suitability, in part, should be determined by the potential impact of these facilities on safety, traffic flow and control, and emergency vehicle movements.

All activity will be within the normal use of a retail business.

11.030(A)(3) The use will not overburden water and sewer facilities, storm drainage, fire and police protection, or other utilities.

Utility demand will be well within normal use for a retail business.

11.030(A)(4) The topography, soils, and other physical characteristics of the site are appropriate for the use. Where determined by the City Engineer, an engineering or geologic study by a qualified individual may be required prior to construction.

No exterior changes will be needed.

11.030(A)(5) The use contains an appropriate amount of landscaping, buffers, setbacks, berms or other separation from adjacent uses.

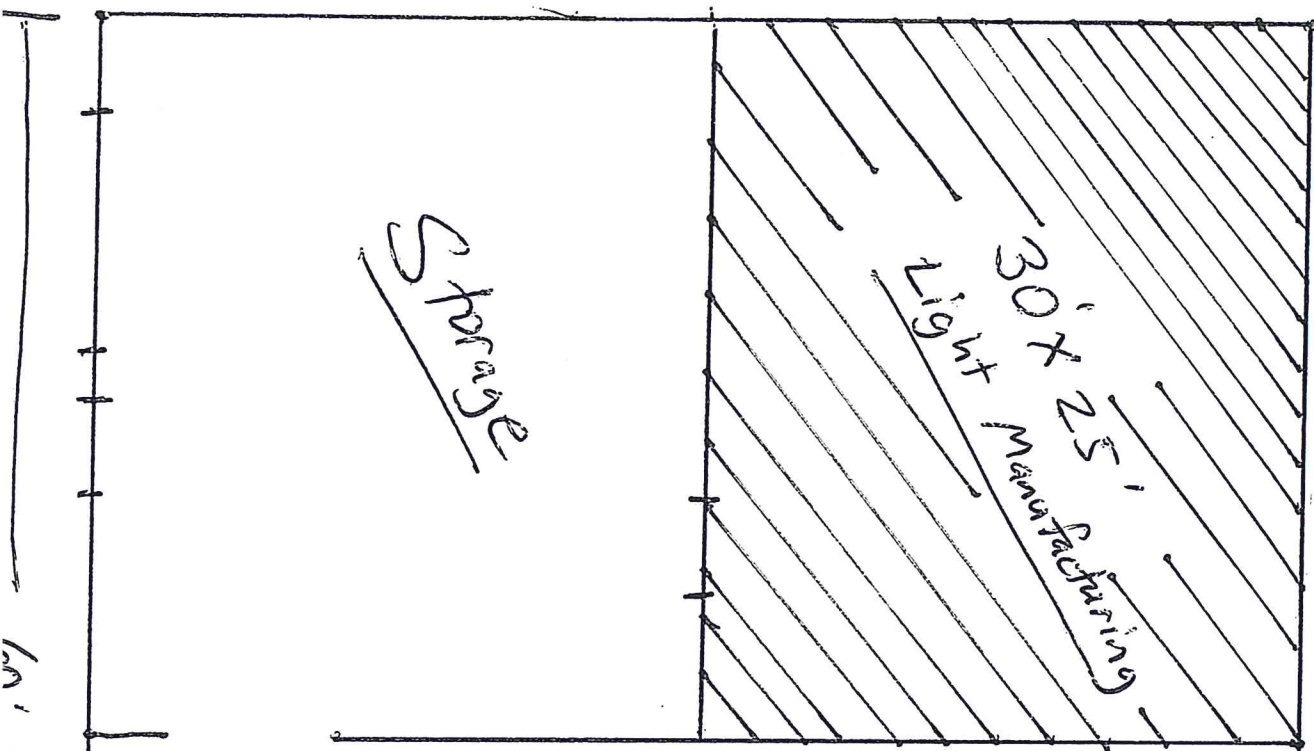
No exterior changes will be needed.

11.030(B) Housing developments will comply only with standards 2, 3, and 4 above.

- Slight fan noise  
- Industrial grade  
deodorance



□ = 2'



Storage

30' x 25'  
Light Manufacturing

Astoria  
Indoor  
Garden  
Supply

Front  
Door

501

Marine Dr

Hwy  
101 →

RECEIVED  
MAY 03 2016  
COMMUNITY DEVELOPMENT

RECEIVED  
MAY 03 2016  
COMMUNITY DEVELOPMENT

## Nancy Ferber

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**From:** Astoria Indoor <astoriaindoor@gmail.com>  
**Sent:** Wednesday, May 04, 2016 6:44 PM  
**To:** Nancy Ferber  
**Subject:** Re: New Attachment CU16-04

Hello Nancy,

Again, this is NOT for a commercial cannabis grow, no LUCS or OLCC. This is an R & D space for the grow shop to test lights, nutrients and equipment. If I choose to grow cannabis it would be under the medical program personally.

Just wanted to clarify,

Oscar

Sent from my iPhone

On May 4, 2016, at 2:24 PM, Nancy Ferber <[nferber@astoria.or.us](mailto:nferber@astoria.or.us)> wrote:

Hi again

There seems to be a problem with the previous attachment, whoops. Try this one!

Nancy

**From:** Nancy Ferber  
**Sent:** Wednesday, May 04, 2016 10:57 AM  
**To:** 'astoriaindoor@gmail.com' <[astoriaindoor@gmail.com](mailto:astoriaindoor@gmail.com)>  
**Cc:** Ted Ames <[tames@astoria.or.us](mailto:tames@astoria.or.us)>; Nathan Crater <[ncrater@astoria.or.us](mailto:ncrater@astoria.or.us)>; Kevin Cronin <[kcronin@astoria.or.us](mailto:kcronin@astoria.or.us)>; Ken Nelson <[knelson@astoria.or.us](mailto:knelson@astoria.or.us)>; Brad Johnston <[bjohnston@astoria.or.us](mailto:bjohnston@astoria.or.us)>; Jeff Harrington <[jharrington@astoria.or.us](mailto:jharrington@astoria.or.us)>; Troy McNeeley <[troy@thebldgdept.com](mailto:troy@thebldgdept.com)>; Jack Applegate <[jack@thebldgdept.com](mailto:jack@thebldgdept.com)>  
**Subject:** Pre-Application Meeting 5/11 9:30 am for 487 Marine Light Manufacturing-Growing Marijuana

Hi Oscar,

The team CCed on this email meets regularly on Wednesday mornings for pre-application meetings. We'd like to invite you to pop by next week 5/11/16 at 9:30 to review your conditional use permit. I've attached the application for everyone's review.

There's some concern about finishing up final occupancy requirements for the building. We can discuss this more with you on the 11<sup>th</sup> but just to give you a heads up you may want to check in with John about it. He has a list of the requirements for occupancy.

If you've not done so already, I'd suggest getting the LUCs paperwork going with OLCC so as soon as your conditional use permit is approved you can submit their required paperwork.

Let me know if you have any questions, otherwise we'll see you next week!

Thanks,  
Nancy

**A16-03: Parks Master Plan – Comprehensive Plan Amendment  
Staff Report - Addendum**

The following findings will replace the findings in staff report A16-03 dated May 17, 2016:

- D. Section 10.070(A)(2) concerning Text Amendments requires that *“The amendment will not adversely affect the ability of the City to satisfy land and water use needs.”*

The proposed amendment does not directly affect impacts to water use needs. It does not adversely affect future land use needs. In terms of projecting future land needs, the plan identifies a higher than normal level of parkland per capita and several under-utilized sites, which warrants further investigation as to land that could be repurposed to satisfy other City land use needs to maintain a 20 year supply of residential or commercial land. The future designation of lands for other purposes will require additional analysis and public process separate from the proposed plan amendment to the Comprehensive Plan.

DRAFT  
6/27/2016



# ASTORIA PARKS & RECREATION

## Comprehensive Master Plan



2016 - 2026

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**DRAFT**  
**6/27/2016**

# Executive Summary

The 2016 Astoria Parks and Recreation Comprehensive Master Plan is the first known parks and recreation plan for the City of Astoria. The process involved substantial community input to evaluate current facilities and services, and create a vision and strategy for the future of the Astoria Parks and Recreation Department. This document is intended to be used and updated regularly, and to serve as the foundational guide for decision-making bodies, including Department staff, the Parks and Recreation Advisory Board, and Astoria City Council.

The Plan's first three sections give an overview of the planning process, profile of the community, and state of the Department. Section 1 describes the planning process, methods used, objectives, sources of input, and related planning documents. Section 2 provides an overview of the City of Astoria's population and economic demographics and trends, public health issues, zoning relative to parkland, and transportation network relative to parkland, to provide context for the Plan. Section 3, State of the Department, outlines the Astoria Parks and Recreation Department's organization, staffing, and budget relative to its inventory of programs and services, parkland, trails, indoor facilities, and other properties it manages.

The Plan's next two sections evaluate the Astoria Parks and Recreation Department's level of service and identify its needs. Section 4 measures Astoria's facilities and services against recommendations established by the State of Oregon such as parkland per capita, and provides information regarding recreation programs typically offered by municipal parks and recreation departments. Section 5 extends the comparison analysis to more specific planning issues in peer communities, as well as state and nation-wide. Community input from over 1,200 users of Astoria Parks and Recreation's facilities and services is also summarized in Section 5.

The final sections of the Astoria Parks and Recreation Comprehensive Master Plan outline recommended actions and a strategy for funding and implementation of the plan. Section 6 describes recommendations for maintenance, planning, communications and marketing, partnerships, operations, and capital projects. Each recommendation includes background and reference information that ties back to previous sections. Section 7, the Implementation Strategy, organizes the recommendations into a matrix that includes estimated costs, target completion dates, and responsible parties.

## Key findings:

- Astorians rate parks and recreation facilities as extremely important to their quality of life.
- Despite a cost recovery rate of nearly double the national average, and a top-quartile standing for revenue generated per capita, the Department struggles to achieve the most basic level of maintenance and safety for its facilities, and personnel to support its programs.
- Major cuts to staffing in 2011, combined with a rapidly growing inventory of facilities and programs, high expectations from the community, and decreasing general fund tax support, have contributed to a significant maintenance deficit and high staff turnover.
- Astoria's parks system includes nearly double the amount of parkland per capita than peer communities nation-wide, yet operates with 25% fewer full time employees and spends 23% less per acre of parkland.
- The community prioritizes proper maintenance levels of the Department's existing facilities over new development.
- The highest priority recommendations of this plan, as identified by the Master Plan Citizen Advisory Committee, Parks Advisory Board, and the community, include: increasing staff capacity to meet level of service expectations, increasing revenues to meet level of service expectations, developing a system-wide maintenance plan, developing and connecting the trail system, and improving communications and marketing.
- Many recommendations outlined in the plan will not be possible to implement without additional staff capacity and reliable funding sources.

The Astoria Parks and Recreation Department looks forward to improving Astoria's parks and recreation system through the recommendations of this plan, and would like to thank the community it serves for an incredible level of engagement throughout the process, the Citizen Advisory Committee for its thoughtful guidance and attention to detail, the Parks Advisory Board for their support and input, and RARE participant Ian Sisson for facilitating the planning process and producing this document.



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# 1. Introduction

- 1.1 Summary
- 1.2 Purpose
- 1.3 Sources of Input
- 1.4 Related Plans

## 1.1 Summary

The creation of a City of Astoria Parks & Recreation Comprehensive Master Plan (the “Plan”) was adopted as a City Council Goal for the 2015-16 fiscal year.

The need for a system-wide parks and recreation master plan was identified as a priority by the City Council and Parks & Recreation Department (the “Department”) staff. The Department has not had a master plan in place that provides guidance and policy direction in the past.

The Plan assesses the current inventory and conditions of parkland and facilities, measures the level of service provided by the Department, identifies community needs, and establishes a set of recommendations on these analyses, providing action items for the Department to carry out. An implementation and funding strategy was developed to guide fulfillment of the recommended actions, which encompass maintenance and operations, capital projects, communications and marketing, partnerships, and further planning initiatives.

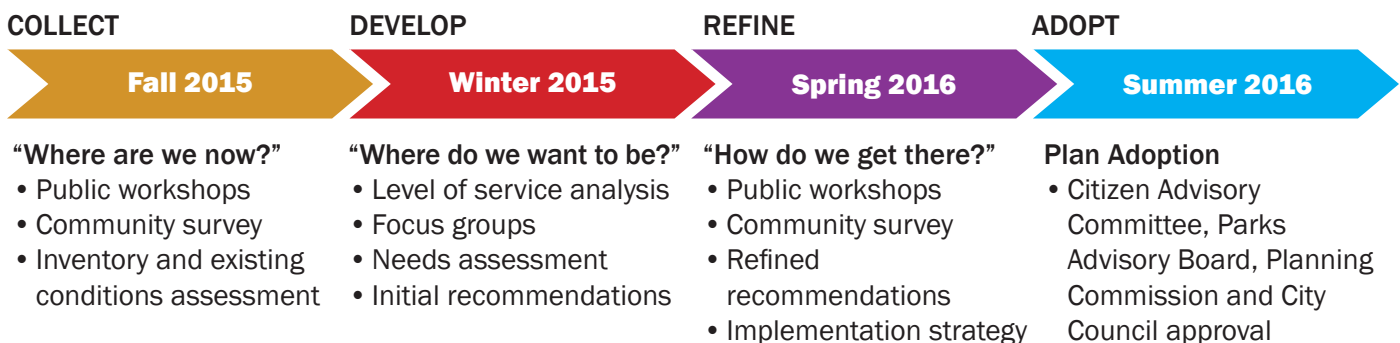
## 1.2 Purpose

The Plan establishes a short and long-term vision, and priorities for the Department by assessing the need for improvements, changes, and future development. The scope of the Plan includes all parks, trails, facilities and programs managed by the Astoria Parks and Recreation Department, as well as maintenance and operations.

The use of, and regular updates to this Parks and Recreation Comprehensive Master Plan will allow the Department and City to make decisions based on a clear, community-shared vision for the Department, ensuring facilities and services meet the needs and interests of the community throughout time and changes in leadership. This plan will also assist in targeting funding sources for continuing to provide, and improve, Astoria’s extensive and highly valued parks and recreation system.

The recommendations of this document and its strategy for implementation provide guidance for the Department over the next 10 years. The Astoria Parks and Recreation Comprehensive Master Plan is intended to be a living, working document: a viable tool that is used and updated on a regular basis.

### Project scope and timeline:



### 1.3 Sources of input

#### Citizen Advisory Committee (CAC)

- The 12-member committee was appointed by the Mayor to oversee the planning process. The CAC met monthly to represent community interests, guide community engagement strategies, review findings, and vet recommendations.

#### Parks Advisory Board (PAB)

- Provided feedback during monthly project updates and two work sessions.

#### Planning Commission

- Provided feedback during two project updates, a work session, and a public hearing.

#### City Council

- Provided feedback during three project updates, a work session, and a public hearing.

#### Parks & Recreation Department Staff

- Provided feedback throughout the process.

#### Community Outreach

- 2 public meetings, Fall 2015: 96 attended
- Online survey, Fall/Winter 2015: 885 responses
- 3 public meetings, Spring 2016: 79 attended
- Online survey, Spring 2016: 63 responses
- Stakeholder focus groups: ~120 individuals
  - Aquatic Center user organizations
  - City staff
  - Downtown businesses
  - Historic & cultural preservation
  - Lower Columbia Hispanic Council
  - Parents clubs
  - Parks, Recreation & Community Foundation
  - Public health & social service
  - Senior community
  - Service organizations
  - Teens
  - Trails & natural areas
  - Youth & adult athletics

#### Planning process:



## 1.4 Related plans

The following planning documents are useful to consider, as they contain recommendations that directly impact the Astoria Parks and Recreation system, or include helpful information that can provide guidance for future planning and decision-making.

### City of Astoria Plans:

- **Administrative Practices** - General rules and regulations for specific functions and the internal operations of City departments. Section 501 is “Parks Cemetery Rules and Regulations”, and Section 400 is “Property Use of Community Halls.”
- **Astoria City Code** - The regulatory code of the City. Chapter 1 includes “Cemetery Regulations” and “Parks and Recreation Board” regulations. Chapter 2 includes regulations concerning plantings in sidewalk areas, tree removal in rights-of-way, etc. Chapter 5 includes “Parks Rules and Regulations” and various nuisances and other use regulations.
- **Astor-East Urban Renewal Plan** - Plan for the Astor-East Urban Renewal District (AEURD) (generally 14th to 23rd, Marine Drive to Franklin, along with several adjacent sites) which is an area identified for redevelopment with the assistance of tax increment financing. The Plan includes proposed projects, public improvements and amenities, and proposed acquisition of land. Heritage Square, portions of River Trail, 15th Street Triangle, Tidal Rock, Marine Drive Landscaping, 18th Street Landscaping, Exchange Street Parkway Landscaping, Aquatics Center, and Fort Astoria are within the AEURD.
- **Astor-West Urban Renewal Plan** - Plan for the Astor-West Urban Renewal District (AWURD) (generally Smith Point to Columbia Avenue, Pierhead Line to Alameda Avenue) which is an area identified for redevelopment with the assistance of tax increment financing. It includes proposed projects, public improvements and amenities, and proposed acquisition of land. River Trail, Smith Point, Portal Park West, Doughboy Monument, and Maritime Memorial are within the AWURD.
- **Bicycle Master Plan** - A Plan completed in 1992 that identifies existing conditions and included recommendations for future facilities for bicycles. It includes discussions and recommendations on multi-modal transportation to encourage more use of bicycles along with the need for City bicycle facilities.
- **Buildable Lands Inventory** - An inventory completed in 2011 that identifies the amount of land available for development for both residential and employment lands. It analyzes and addresses the existing conditions and projected needs of the City for a 20 year period. It identifies goals, strategies, and actions for growth during this period. This includes issues on historic preservation, open space, recreation, impacts of tourism on the area, and the anticipated demographics of the population growth.
- **Comprehensive Plan** - The vision Plan for the City created in 1979 with regular updates comprising of plans, maps, and/or reports, relating to the future economic and physical growth and development or redevelopment of the City. Section CP.260 to CP.275, “Parks, Recreation, and Open Space” identifies the issues and problems concerning parks, recreation and open space with conclusions and goals of the City. Section CP.240 to CP.255, “Historic Preservation” identifies issues and problems concerning historic properties and preservation with conclusions and goals of the City. The Comprehensive Plan is the guiding document that all other plans are based upon. When there is a conflict between another plan, code, policy, ordinance, etc. and the Comprehensive Plan, the Comprehensive Plan shall prevail.
- **Gateway Master Plan** - The Plan and vision for development and redevelopment of the Gateway Area (generally 16th to 29th Streets and the River to Franklin Avenue) completed in 1997. It includes ideas for design review, open space, public parks, public trails, and multi-modal transportation which includes bike trails.
- **Healthy Eating Active Living (HEAL) Cities Wellness Plan** - Plan completed in

2015 that identifies how various City codes, policies, and recreational facilities help the citizens to lead healthier lives. It lists current actions that comply with the Plan and makes recommendations for future activities and various code and policy amendments.

- **Historic Preservation Plan** - A Plan completed in 2008 to identify existing historic preservation activities and addressing goals and recommendations for a five year period. The Plan includes recommendations for design review and preservation of historic properties including historic City facilities.
- **Homelessness Taskforce Report** - A taskforce was formed in 2015 to address the issue of homelessness in Astoria, in an effort to better understand its causes and effects, and develop a strategy for mitigation. The report included six recommendations. One key recommendation was to invest in public restrooms that are less prone to vandalism and located in areas that are more visible. It was noted that the City spends \$50,000-75,000 annually to repair damage to public restrooms.
- **Pre-Disaster Mitigation Plan** - The Plan completed in 2008 is a multi-jurisdictional Plan for natural hazards mitigation. It includes existing conditions, risk assessments, and the potential impacts of natural hazards on the infrastructure. It addresses the potential impacts on historic properties, transportation, and other public facilities including schools and parks. It makes recommendations on facility upgrades to reduce risks.
- **Riverfront Vision Plan** - A Plan completed in 2009 identifying the existing conditions along the Columbia River waterfront with a vision and recommendation on how this area should develop. It includes recommendations on design review, natural

features, parks and open spaces, trails, multi-modal transportation, and other public improvements. A major feature in this Plan is the River Trail and public parks along the Riverfront.

- **Trails Master Plan** - An inventory completed in 2013 of existing trails within the City with suggestions for future maintenance, improvements, and expansions.
- **Transportation System Plan** - A Plan completed in 2013 that identifies existing and proposed conditions of the multi-modal transportation system for a 20 year period. It includes recommendations on trails and bicycle activities and facilities.

### Clatsop County Plans:

- **Parks and Recreational Lands Master Plan**
- **Clatsop Vision 2030: Together**

### Statewide Plans:

- **Oregon State Comprehensive Outdoor Recreation (SCORP) Plan**
- **Oregon Statewide Trails Plan**





## 2. Community Profile

**2.1 Population, Growth rate, and Projections**

**2.2 Economic Indicators**

**2.3 Race, Origin, and Language**

**2.4 Public Health and Related Factors**

**Map: City of Astoria Zoning**

**Map: Astoria's Transportation Network**

## 2.1 Population, Growth Rate, and Projections

The U.S. Census Bureau estimates Astoria's population was 9,503 in 2014. The population has decreased since 1990, when it was about 10,500. Historical data shows that Astoria's population has fluctuated regularly over the decades, mostly staying around 10,000.

According to preliminary estimates for 2015, statewide population increased by 1.3 percent. From 2014 to 2015, net migration accounted for roughly 80 percent of Oregon's population growth. Estimates also show that urban areas accounted for almost two-thirds of Oregon's population increase. While Astoria is an urban area that is experiencing growth from migration and tourism, the population is not projected to change significantly within the next 15 years.

Similar to state and national trends, Astoria's retired and elderly population is growing. Services specific to the needs and interests of these groups should be considered.

The Astoria area's population can be segmented into a few general categories, as defined by ESRI's Tapestry:

### “Old and Newcomers”

Transitional single renters, beginning their careers or retiring, interested in adult education and environmental causes.

### “Parks and Rec”

Married couples with single family homes in well-established neighborhoods, who like to take advantage of local parks and gyms.

### “The Great Outdoors”

Married couples in modest single-family homes.

Potential Population Growth	
2014	9,503
2020	10,088
2030	11,143

\* 2014 estimate: American Community Survey

\* 2020 and 2030 projection assumes an annual growth rate of 1%, based on statewide data provided by the Portland State University Population Research Center.

Population, Sex, and Age			
	Astoria	Clatsop County	Oregon
<b>Total population</b>	9,503	37,236	3,900,343
<b>Male</b>	50.60%	49.30%	49.50%
<b>Female</b>	49.40%	50.70%	50.50%
<b>Under 5 years</b>	5.60%	5.20%	5.90%
<b>5 to 9 years</b>	5.10%	6.00%	6.10%
<b>10 to 14 years</b>	4.70%	5.10%	6.20%
<b>15 to 19 years</b>	5.70%	6.10%	6.40%
<b>20 to 24 years</b>	5.00%	6.00%	6.70%
<b>25 to 34 years</b>	14.20%	12.00%	13.60%
<b>35 to 44 years</b>	12.20%	10.90%	13.00%
<b>45 to 54 years</b>	13.00%	14.10%	13.40%
<b>55 to 59 years</b>	8.80%	9.40%	7.00%
<b>60 to 64 years</b>	7.80%	7.20%	6.60%
<b>65 to 74 years</b>	9.60%	10.70%	8.50%
<b>75 to 84 years</b>	4.50%	4.90%	4.40%
<b>85 years and over</b>	3.90%	2.50%	2.10%
<b>Median age (years)</b>	42.6	43.8	38.9

Source: U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates

## 2.2 Economic Indicators

According to 2014 estimates by the U.S. Census Bureau, the median household income for Astorians was \$45,104 - lower than the same figure for Clatsop County and the State of Oregon. However, Astoria's rate of unemployment was also lower. Nearly 20% of all Astorians lived below the poverty line, with 31.6% of all families with children under 18 living below the poverty line. These indicators are important to consider when establishing fees, and developing cost-saving opportunities for Astoria Parks and Recreation programs and services, as well as for planning free or low-cost programs.

Economic Indicators			
	Astoria	Clatsop County	Oregon
<b>Median household income</b>	\$45,104	\$47,337	\$50,521
<b>Unemployed</b>	7.80%	8.60%	10.50%
<b>Percent below poverty level, total:</b>	19.90%	15.80%	16.70%
<b>Under 18</b>	25.50%	24.20%	22.10%
<b>18-64</b>	21.70%	15.60%	16.80%
<b>65+</b>	7.40%	7.20%	8.20%
<b>Families with children &lt; 18</b>	31.60%	22.70%	42.50%

Source: U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates

## 2.3 Race, Origin, and Language

Similar to state and national trends, Astoria's Latino population is growing steadily. People who identify as Hispanic or Latino made up 9% of Astoria's population in 2014 - a figure which is anticipated to continue increasing. Services specific to the needs and interests of these groups, including bilingual staff and communications materials, should be considered.

Race, Origin, and Language			
	Astoria	Clatsop County	Oregon
Hispanic or Latino (of any race)	9.00%	7.90%	12.1
Not Hispanic or Latino	91.00%	92.10%	87.9
White alone	82.90%	86.70%	77.60%
Black or African American alone	1.40%	0.70%	1.70%
American Indian and Alaska Native alone	0.40%	0.30%	1.00%
Asian alone	2.70%	1.20%	3.80%
Native Hawaiian and Other Pacific Islander alone	0.10%	0.10%	0.40%
Some other race alone	0.00%	0.00%	0.20%
Two or more races	3.60%	3.20%	3.20%
Speak a language other than English: Spanish or Spanish Creole	6.80%	5.70%	8.80%
Spanish speakers who speak English "very well"	60.60%	44.10%	43.20%

Source: U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates

## 2.4 Public Health and Related Factors

The U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC), suggests that physical inactivity and obesity have reached epidemic proportions in the U.S. The CDC states that regular, moderate exercise has proven to reduce the risk of developing several mental and physical health issues, such as heart disease, stroke, diabetes, obesity, and depression. Public recreation facilities and programs that encourage physical activity among adults and children, allow parks and recreation providers to help combat community health issues and their associated costs.

The CDC provides an 'at a glance' summary of how Clatsop County compares with peer counties on a primary set of health indicators. CDC compares Clatsop County with peer counties by grouping health indicators into the following categories: 'better', 'moderate', and 'worse'. Access to parks, nature, and recreation activities are known to improve physical and mental health in a number of ways. CDC health indicators for Clatsop County, relevant to planning for Astoria's Parks and Recreation system are listed below. Clatsop County ranks:

### Better, for:

- Life expectancy (male and female)
- Adult overall health status
- Adult physical activity
- Access to parks

### Moderate, for:

- Coronary heart disease deaths
- Diabetes deaths
- Adult obesity
- Adult depression
- Poverty
- Housing stress
- Limited access to healthy food

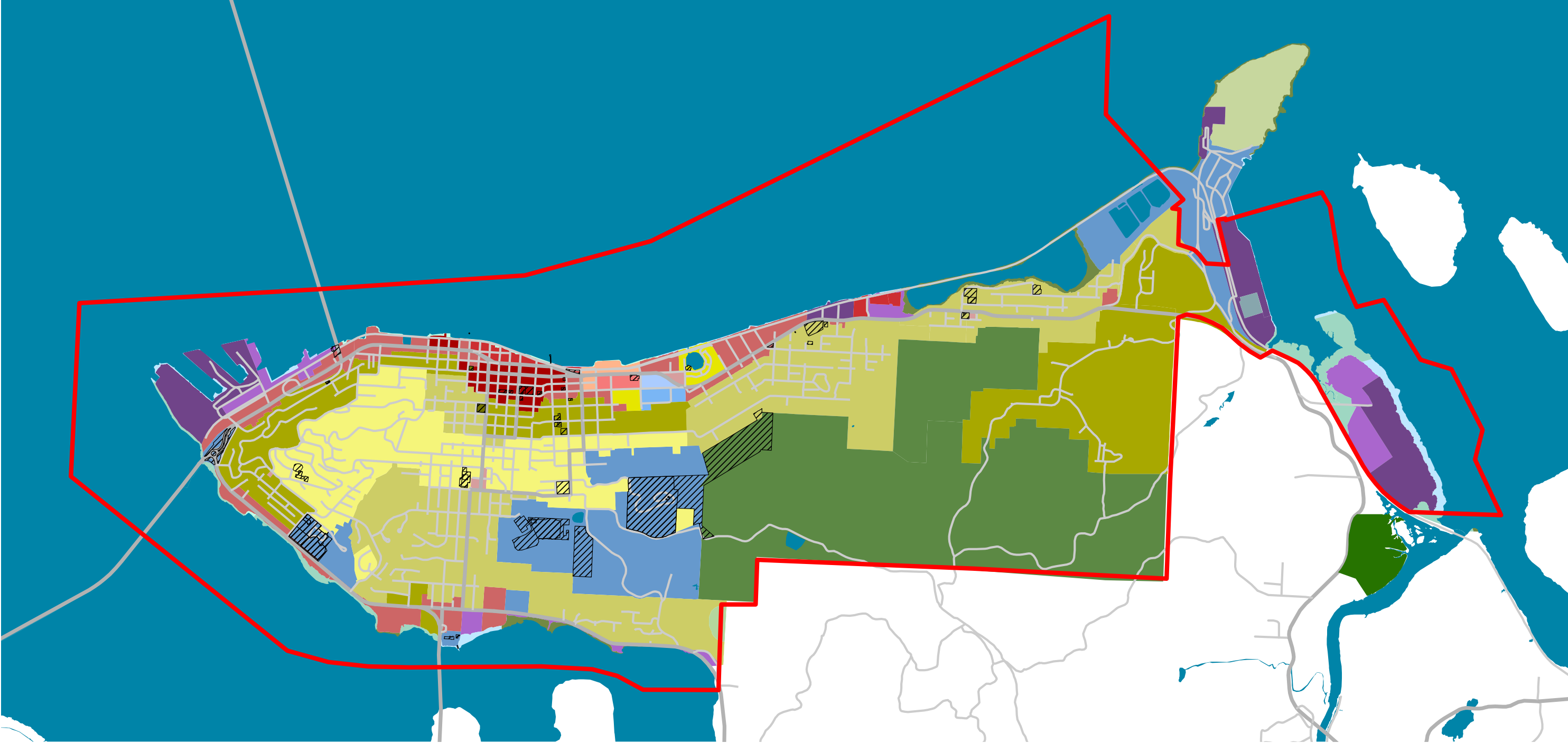
### Worse, for:

- None.

## Index: Zoning Abbreviations

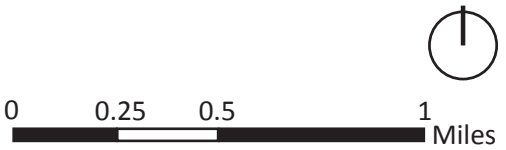
A1 - Aquatic One Development Zone  
A2 - Aquatic Two Development Zone  
A2A - Aquatic Two-a Development Zone  
A3 - Aquatic Conservation Zone  
A4 - Aquatic Natural Zone  
AH-HC - Attached Housing/Health Care  
AH-MP - Attached Housing (Mill Pond)  
C1 - Neighborhood Commercial Zone  
C2 - Tourist Commercial Zone  
C3 - General Commercial Zone  
C4 - Central Commercial Zone  
CA - Education/Research/Health Care Campus  
DMD - Dredge Material Disposal Site  
FA - Family Activities  
GI - General Industrial Zone  
HC - Health Care  
HR - Hospitality/Recreation  
IN - Institutional Zone  
LR - Land Reserve Zone  
LS - Local Service Zone  
MH - Maritime Heritage  
NC - Navigation Channel  
R1 - Low Density Residential Zone  
R2 - Medium Density Residential Zone  
R3 - High Density Residential Zone  
S1 - Marine Industrial Shorelands  
S2 - General Development Shorelands Zone  
S2A - Tourist-oriented Shorelands Zone  
S5 - Natural Shorelands Zone  
SBHO - Great Blue Heron Rookery

Map: City of Astoria Zoning



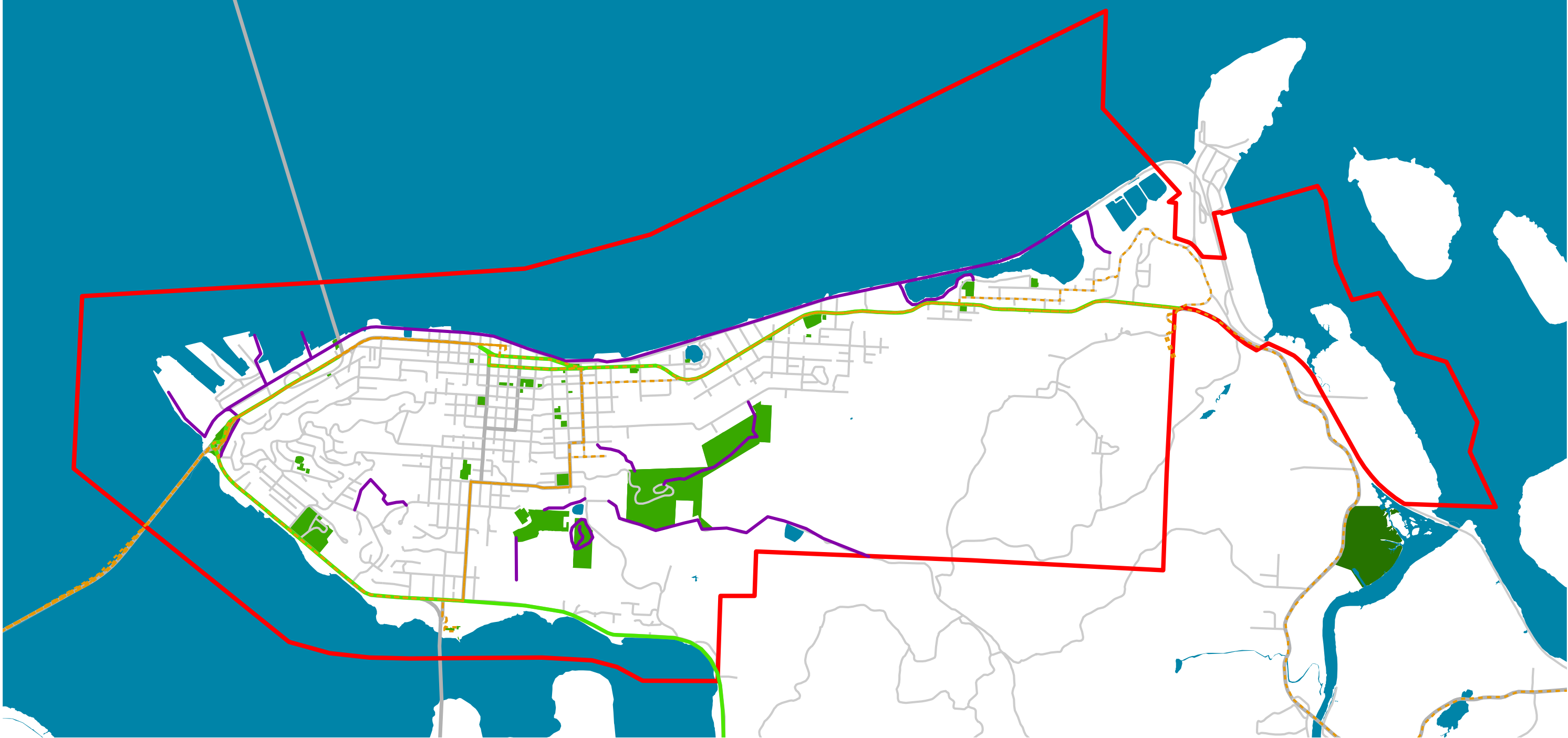
**LEGEND**

A1	A4	C2	DMD	HR	MH	R3	S2A
A2	AH-HC	C3	FA	IN	NC	S1	S5
A2A	AH-MP	C4	GI	LR	R1	S2	SBHO
A3	C1	CA	HC	LS	R2	S2A	Parks

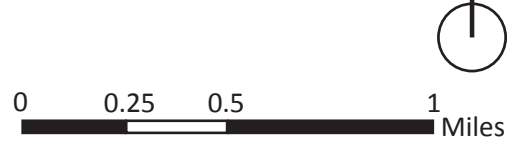


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# Map: Astoria's Transportation Network



- LEGEND**
- Streets
  - Bike lanes
  - Multi-use trails
  - - - Bus Routes



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## 3. State of the Department

- 3.1 Organization, Staffing, and Funding
  - 3.2 Programs and Services Inventory
  - 3.3 Parkland Managed by Astoria Parks and Recreation
  - 3.4 Additional Land Managed by Astoria Parks and Recreation
  - 3.5 Indoor Facilities Managed by Astoria Parks and Recreation
  - 3.6 Trails Managed by Astoria Parks and Recreation
- Map: City of Astoria Parks, Trails, and Facilities



### 3.1 Organization, Staffing, and Funding

#### Organization and Staffing

The Astoria Parks and Recreation Department is organized into five divisions: Administration, Maintenance, Aquatics, Recreation, and Childcare.

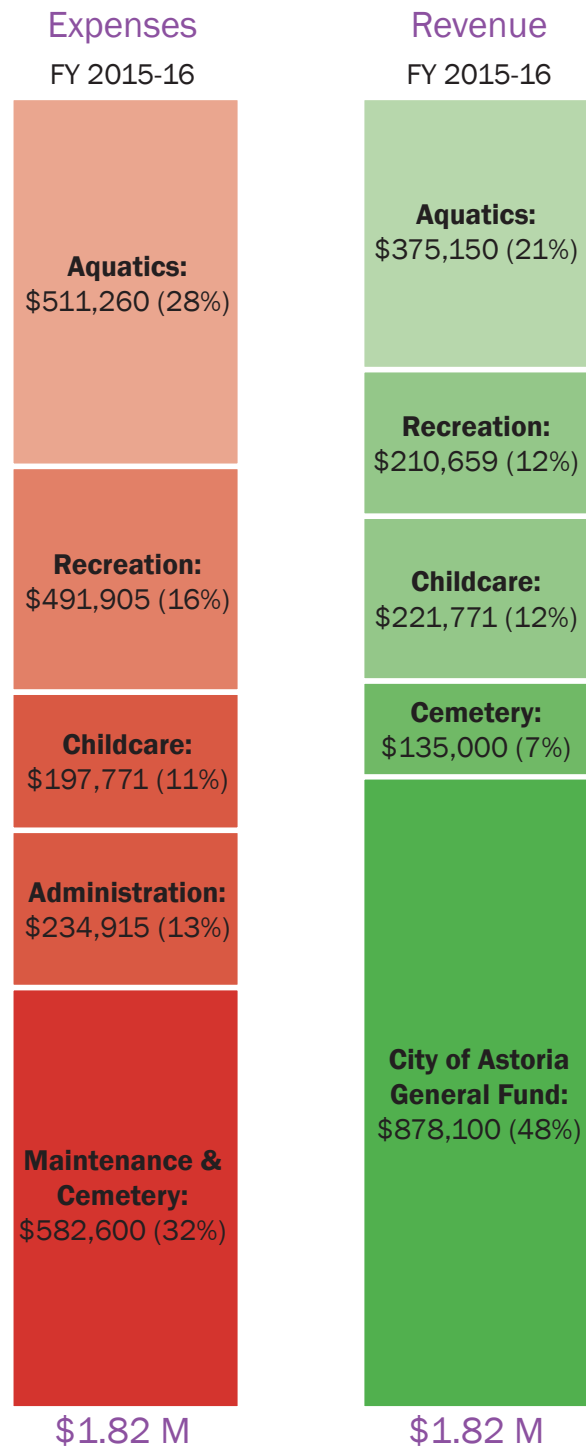
The Parks and Recreation Director leads the department by hiring and managing personnel, planning and budgeting, and coordinating with City management, the City Council, other City department heads, the Parks Advisory Board, and the community.

The Aquatics, Recreation, and Childcare divisions are led by Recreation Coordinators, who manage the Department’s recreation, aquatics, and child care programs. The Maintenance division is responsible for the upkeep of about 300 acres of land, 9 miles of trails, and 12 indoor facilities, in addition to managing volunteer projects and supporting the other divisions’ programs and events. The Maintenance division is led by a Maintenance Supervisor who oversees two full time positions as well as 3-6 seasonal staff.

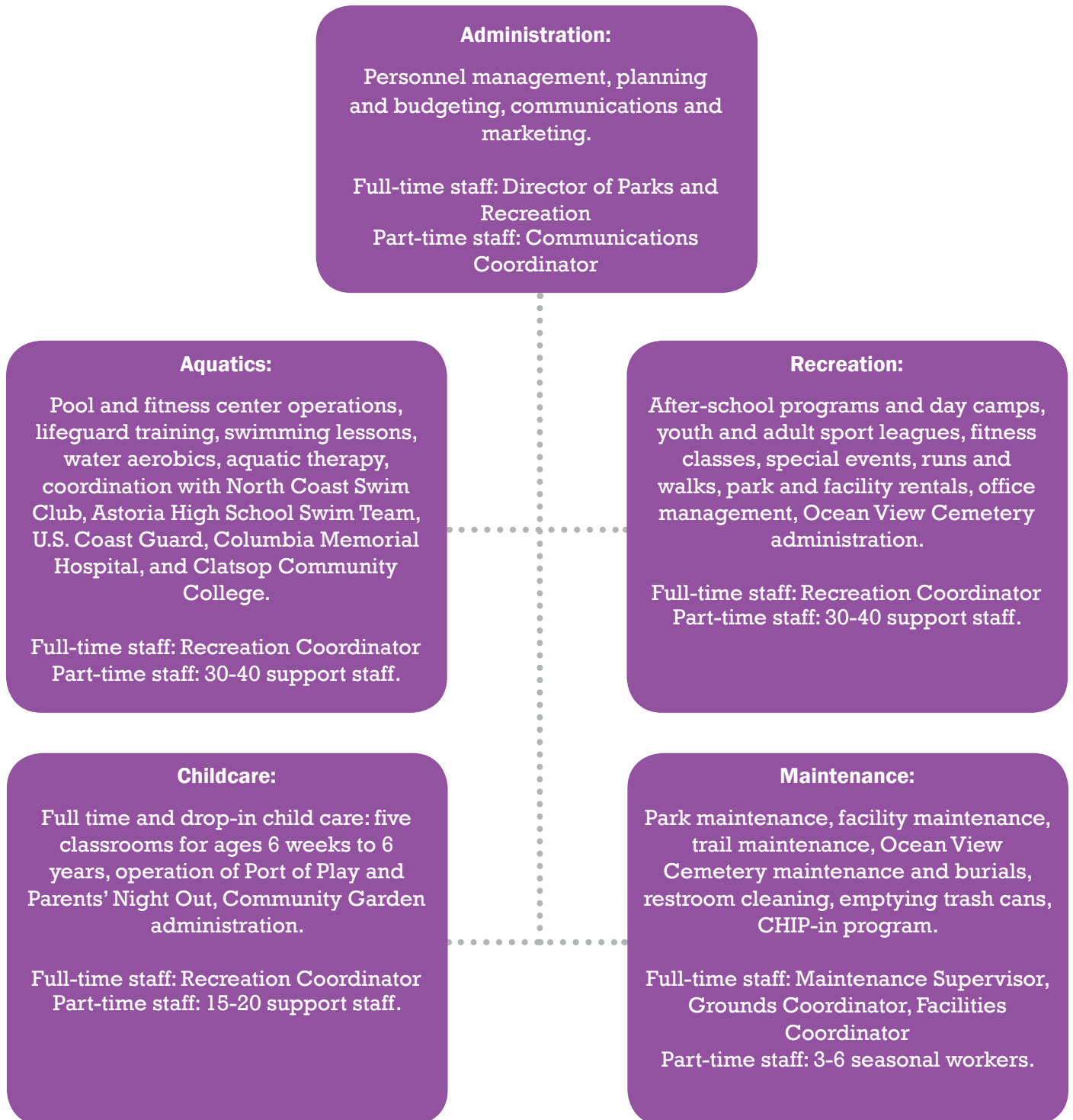
#### Funding

In the 2015-16 fiscal year, the operating budget for Astoria Parks and Recreation was \$1.82 million. Expenses for personnel, materials, operations, and maintenance for each division of the Department are funded in a few ways. The Aquatics, Recreation, and Childcare divisions bring in revenue through user fees. Costs that are not recovered through user fees are subsidized by the City of Astoria General Fund. In FY 2015-16, the Aquatics, Recreation, and Childcare divisions cumulatively recovered 82% of their operational costs. Administration and Maintenance generally do not bring in revenue, relying entirely on subsidies. When including expenses for administration and maintenance, the Department recovers a total of 52% of its operating budget. The nationwide median for cost recovery is 28% among parks and recreation providers serving jurisdictions with populations less than 20,000, according to the National Recreation and Parks Association’s *2016 Field Report*. The upper quartile for cost recovery is 53%. The Department falls in the top of the upper quartile for revenue generation per capita.

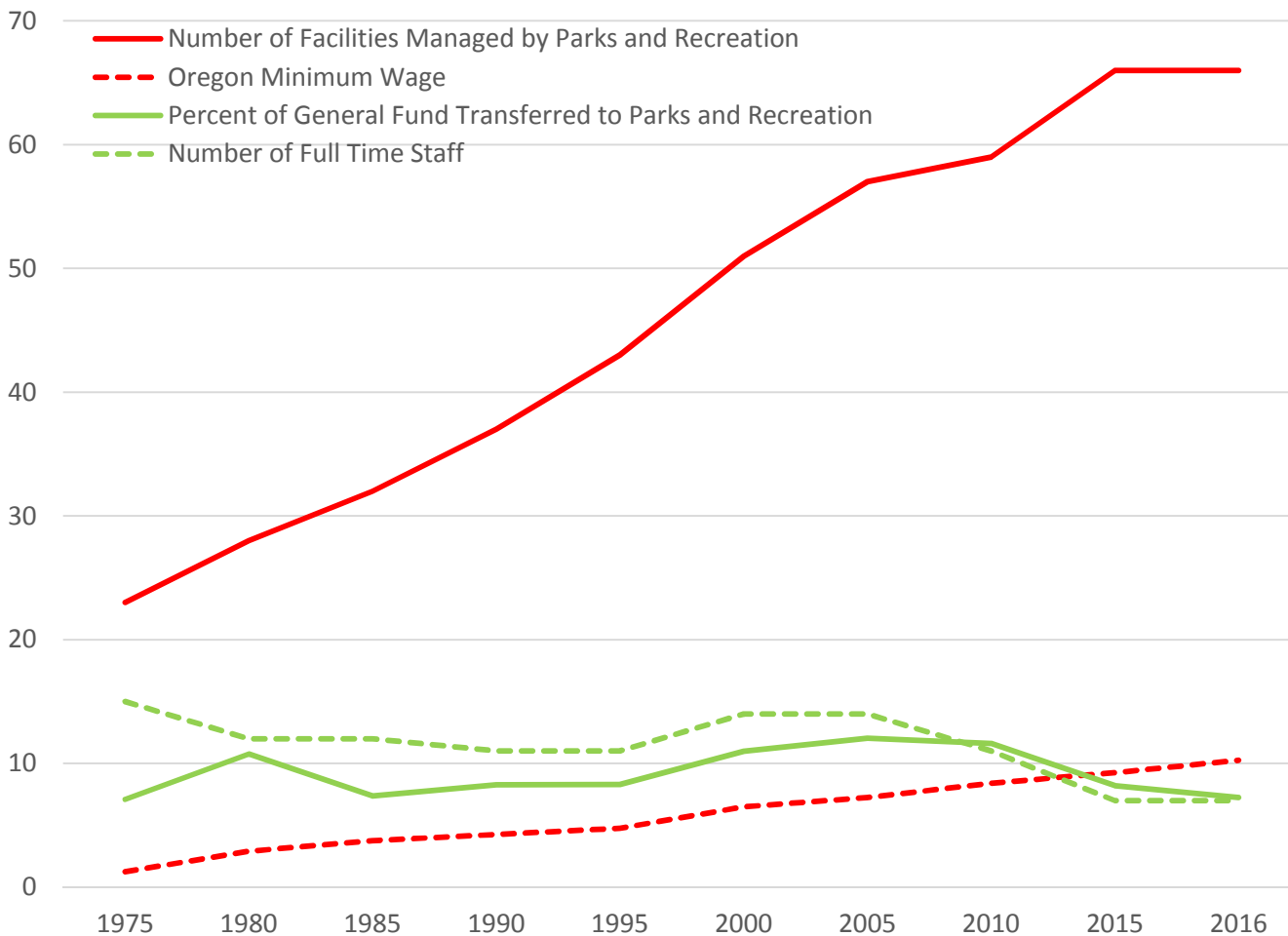
Capital projects, such as improvements to existing facilities or the development of new facilities, are typically funded by grants, donations, fundraising, and/or subsidized by the City. The City’s Capital Improvement Fund and Promote Astoria Fund have funded many capital projects in the past.



**Organizational chart:**



## Resources vs. Requirements:

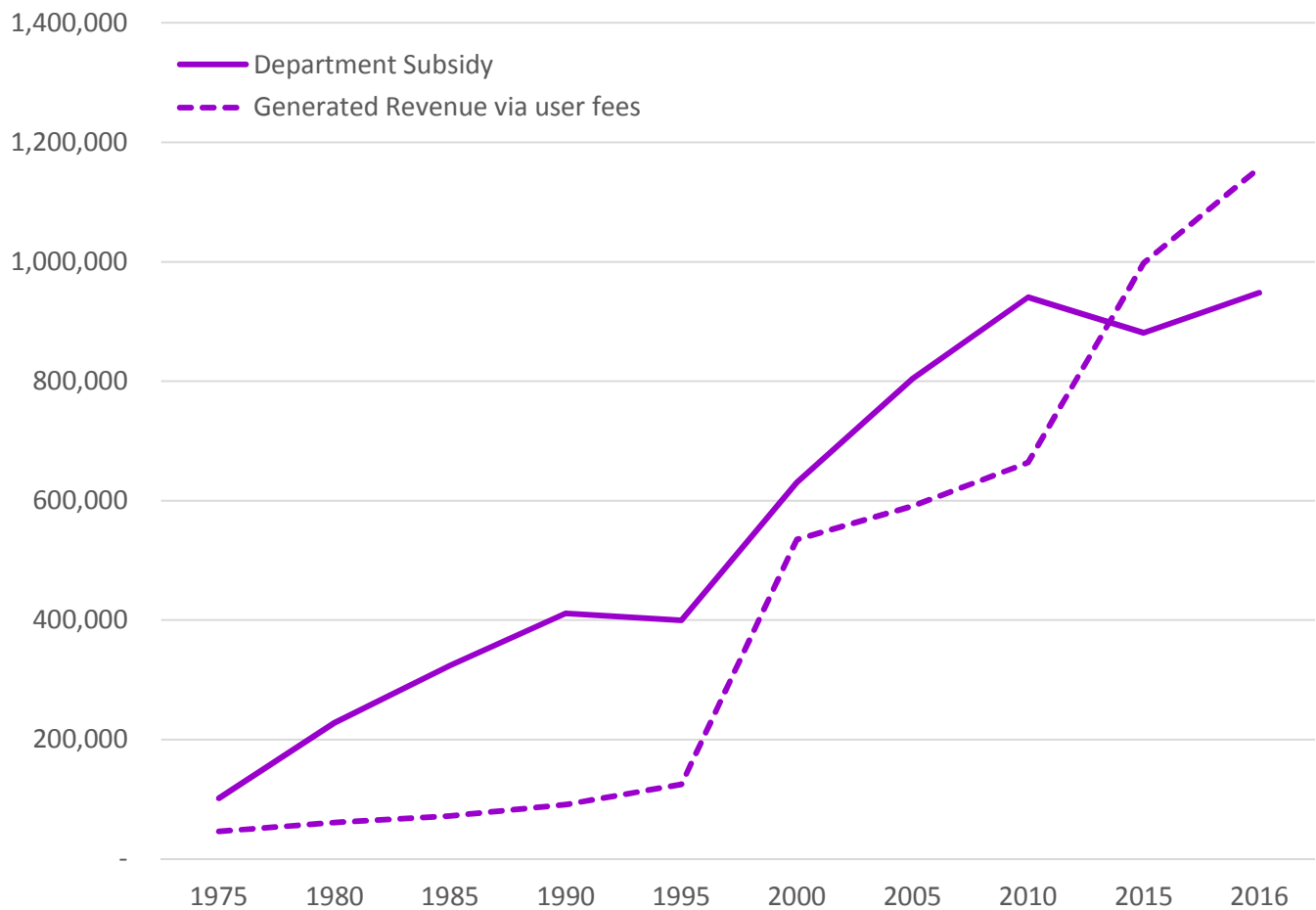


The charts above visualize the Department's requirements (labor and maintenance costs) and resources (revenues and subsidy) to depict how the cost of providing Parks and Recreation services, and resources to support them, have changed over time. The graphs show that the number of facilities and services have grown, and show how those costs have been recovered through revenues and subsidies.

What can be observed clearly is that the number of facilities managed by the Parks and Recreation Department has increased substantially since 1975. Minimum wage has also increased. These factors indicate a parks system that is increasingly more expensive and time-consuming to operate and maintain.

As the parks system has grown, staff positions across all divisions of the Department have been reduced or eliminated to compensate for rising operational costs, resulting in fewer employees responsible for a greater amount of work.

## Subsidy vs. Revenue Generated:



Because administration and maintenance typically do not generate revenue, and recreation programs do not fully cover their operating costs, the Department relies on a subsidy from the City's General Fund. In FY 2015-2016, the General Fund subsidy accounted for 48% of the Department's operating budget. On average, "General Fund Tax Support" accounts for 60% of operating costs for municipal parks and recreation providers nationwide with jurisdictions serving under 20,000 residents, according to the National Recreation and Parks Association's *2016 Field Report*.

The Astoria Parks and Recreation Department instituted significant user-fee increases, of about 10-12% system-wide in late 2015 - early 2016, in an effort to compensate for increases in personnel and maintenance costs and decreases in general fund tax support.

## 3.2 Programs and Services Inventory

### Administration

- **Department operations:**

The Parks and Recreation Director oversees department-wide planning, permitting, and budgeting, personnel management, and coordination with City leadership, commissions, other departments, and partners.

- **Communications and marketing:**

Services are carried out by a part-time Communications Coordinator, whose goal is to ensure information is distributed throughout the community effectively and efficiently. The main outlets for information are the Parks and Recreation Department's website, social media pages, and monthly newsletter.

The Parks and Recreation website contains information about the department's parks, facilities, services, staff and more. The website was revitalized in late 2015- early 2016 to improve user experience through better organization and provision of information.

Social media profiles are a key component of communications and marketing strategy, as many people now turn first to social media for information about what is happening in the community.

The Parks and Recreation Department's Facebook page is a community forum featuring information on current projects, events, parks, recreation programs, photos, and more. It is updated regularly to announce updates, closures, and cancellations. A



banner photo features a new APRD park or facility monthly to keep the community informed about the wealth of opportunities for recreation in Astoria.

Twitter and LinkedIn are used for posting news-related items, such as newspaper or magazine articles. These profiles are also used to promote events.

The Astoria Parks and Recreation Instagram account is updated regularly with photos of Astoria's parks and facilities, taken by staff, the community, or visitors. The hashtag #astoriaparks, as well as other related tags, allow people from all over the world to see and share photos of Astoria's parks system.

A monthly newsletter is sent via email, announcing upcoming events, promoting facilities, and highlighting accomplishments of the maintenance division. The newsletter, packed with pictures and links to further information, is distributed to nearly 2,000 community members and has an open rate of over 38%.

Other communications and marketing strategies include updating Google Maps information for APRD facilities and trails. The implementation of recreation tracking software in 2016 will allow streamlined electronic facility access, registration, and payment for users, and result in more information available to APRD that will be helpful for developing and maintaining effective information delivery.



## Aquatics

- **Pool and fitness center operations:**

Staff manage access and rentals, distribute passes and register guests for programs at the 25,000 sf Astoria Aquatic Center. The facility includes a 25-yd lap pool with six lanes, a 55,000 gallon recreation pool, a 3,500 gallon hot tub, and a 2,500 gallon infant/toddler pool. Basic services at the Aquatic Center include open swimming, lap swimming, family swimming, open use of the fitness center, and facility rentals.

- **Lifeguard and water safety training:**

Lead staff at the Aquatics Center are trained instructors in lifeguard and water safety training courses, which are offered at the facility about five times each year, with about twelve students participating in each class. Those who successfully pass are eligible to be hired as lifeguards in the facility.

- **Swimming lessons:**

Group and private lessons are offered year round. Group lessons are based on age and ability and typically see 6-10 participants per class. Private swim lessons deliver one-on-one instruction based on skill level.

- **Water aerobics:**

Two different courses are offered at the Aquatics Center, three times per week. Each class averages 7-10 participants.

- **Special events:**

The Aquatics Center is a popular location for birthday parties. There are generally about 8 party rentals per month during the summer, and 3 per month during the rest of the year.

- **Coordination with North Coast Swim Club, Astoria High School Swim Team, U.S. Coast Guard, Columbia Memorial Hospital, and Clatsop Community College:**

These groups rent space in the Aquatic Center regularly, to provide recreation, therapy, training and competition space for their programs.



## Recreation

- **General operations:**

A Recreation Coordinator oversees the Astoria Recreation Center, and manage a range of services from facility access and rentals, program registration, and pass distribution. Duties of the recreation staff also include administrative work for the department, such as payment and invoice processing, as well as park, facility, and equipment rentals.

- **After-school programs and day camps:**

A daily after school program, Kids Zone, is offered to students in kindergarten through 5th grade. Students are bussed directly to the Astoria Recreation Center and picked up by their parents by 5:30 PM. A space for middle and high-school students, Teen Zone, is free to use and open on weekdays until 7:00 PM. Half and full-day themed activity camps are offered throughout the summer for kindergarten through 5th grade age-groups.

- **Youth and adult sports:**

APRD provides the only sport leagues in the area and regularly receives registrations from groups and individuals around the region. Youth sports include basketball for grades 1-6, and softball for kindergarten - 8th grade. There is also flag football for kindergarten - 3rd grade, and volleyball clinics open to grades 3-6. Gymnastics, martial arts, and tennis courses are also available. Adult sport leagues include mens, womens, and co-ed softball, womens and co-ed volleyball, and mens basketball.



## Lil' Sprouts Academy / Port of Play

- **Fitness and wellness:**

APRD participates in monthly Community Health Advocacy and Resource Team (CHART) meetings to coordinate with other agencies in promoting fitness and wellness in Clatsop County. The department hosts wellness promotion events such as walks in the parks, and offers an array of 8-10 weekly adult fitness classes.
- **Special events:**

The department hosts a number of annual special events. The Father-Daughter Valentine Dance is a 20-year tradition. Kids Day in the Park is a family fun day held each July with live music, games, and treats. Other events include the Community Easter Egg Hunt, Flashlight Easter Egg Hunt, Halloween Monster Bash, and Movies in the Park.
- **Runs and walks:**

The recreation staff organizes several annual runs and walks, including the 0 K "Instant Gratification Run", New Year's Fun Run 5K, Gobbler Gallop 5K, and Run on the River (5 K, 10 K, and half marathon).
- **Park, facility, and equipment rentals:**

Shively Hall, Alderbrook Hall, and the east end of the Astoria Recreation Center are available for rental. Recreation staff also manage equipment rentals, including event tents, a sound system, projector, stage, tables and chairs, and stand-up paddle boards.
- **Ocean View Cemetery administration:**

The recreation staff oversees record management, financial tracking, software implementation, and scheduling of burials.
- **Full time and drop-in child care:**

There are five classrooms for children ages 6 weeks to 6 years old. There are over 100 children enrolled, with an average daily attendance of 50-60. Services are available on a full time, part time, and drop-in basis. Most children attend full or part time. Since 2014, there has been an extensive wait list for all age groups.
- **Port of Play operations:**

The indoor play park provides activities for children ages 1-10, depending on size and interests. Some features include a mini rock wall, tricycles, scooters, mats, and interactive play. Attendance varies depending on weather, with cold or wet weather days being the busiest.
- **Parents' Night Out:**

This program was developed to provide parents an opportunity to receive affordable childcare on date night: Saturday evenings from 6:00 PM - 9:30 PM. The program serves children age 2.5-10 years at Port of Play, where there are games, crafts, movies, and snacks. The program has grown in popularity with 20 or more children in attendance each week.
- **Special events:**

Several free events are hosted at Port of Play including Family Pumpkin Carving Night, Family Easter Egg Dyeing, and the Dr. Seuss Birthday Celebration.
- **Community Garden administration:**

The community gardens, located in the Gray School complex, are managed by recreation staff in the Lil' Sprouts division. They oversee operations of the gardens, which includes registration and wait-listing for the 40 plots available.

## Maintenance

- **Grounds operations:**

Encompasses all grounds maintenance activities at all APRD locations including: mowing, weed-eating, edging, hedging, garbage pick-up, irrigation, weeding, trimming, fertilizing, playground equipment maintenance, baseball/softball field maintenance and management, coordinating with contractors to provide services not available internally, etc. Work is carried out under the guidance of the Maintenance Supervisor and is managed by the Grounds Coordinator. During the mowing season (April-September), five or more temporary workers are added to the grounds workforce to provide assistance with all tasks.



- **Facilities operations:**

Includes all facilities maintenance activities at the Astoria Recreation Center, Astoria Aquatic Center, Parks Maintenance Shop, Ocean View Cemetery Chapel & Maintenance Shop, Alderbrook and Shively Halls, Downtown & Doughboy Restrooms. Facility management is shared with Astoria School District for Gray School areas used by Little Sprouts and Port of Play. Work is carried out under the guidance of the Maintenance Supervisor and is managed by the Facilities Coordinator. Areas of management include: exterior, interior, structural, electrical, plumbing, HVAC, security systems, coordinating with contractors to provide services not available internally.

- **Cemetery operations:**

The APRD maintenance division manages and provides all cemetery activities at Ocean View Cemetery. Prior to 2011, there was maintenance staff dedicated full-time to cemetery operations, but since then the Grounds and Facilities Coordinators, under the guidance of the Maintenance Supervisor, carry out all activities including: preparing full and cremation burials, disinterment services, selling graves, locating graves, caring for turf and ornamental plantings, and enforcing rules and regulations.



### 3.3 Parkland Managed by Astoria Parks and Recreation

Park Name	Location	Acreage	Use	Condition
<b>Community Parks</b>				
Shively Park	16th & Williamsport	11.7	High	Poor
Tapiola Park	S. Denver & W. Marine	12	Very High	Fair
<b>Destination Parks</b>				
Astor Park	1 Coxcomb Dr	37.5	Very High	Fair
Youngs River Falls	Young's River Loop Rd	12	High	Poor
<b>Linear Parks</b>				
River Walk	Smith Point to Alderbrook Lagoon	36.4	Very High	Fair
<b>Nature Parks</b>				
6th Street River Park	6th St & River Walk	0.15	Moderate	Poor
12th Street Viewing Area	12th St & River Walk	0.05	High	Fair
14th Street River Park	14th St & River Walk	0.13	High	Poor
Alderbrook Natural Area	53rd & Alder	13.3	Low	Fair
Cathedral Tree Trail	2800 Block of Irving Avenue	47	High	Poor
Mill Pond Park	23rd & Mill Pond Ln	0.29	Low	Excellent
People's Park	16th & Marine	0.41	Low	Poor
<b>Neighborhood Parks</b>				
ARC Grounds	1555 W Marine Dr	3.5	Moderate	Poor
Columbia Fields*	35th & Leif Erickson	2.9	Low	Poor
Evergreen Fields	Astoria Middle School	11.7	Moderate	Poor
Fred Lindstrom Park	7th & Niagara	1.9	Very High	Fair
<b>Pocket Parks</b>				
9th & Astor Park	9th & Astor	0.13	Low	Poor
14th & Grand Playground	14th & Grand	0.38	Moderate	Fair
Alameda Park	Alameda & Melbourne	0.11	Low	Fair
Alameda Park Reserve	Alameda & Cumberland	0.67	Low	Good
Alderbrook Park	45th & Leif Erickson	0.62	Low	Poor
Birch Field & Park	49th & Birch	0.96	Very Low	Poor
Children's Park Playground	6th & Commercial	0.23	Low	Fair
Gray School Field*	Alameda & Chinook	0.77	Low	Poor
McClure Park	8th & Grand	0.92	Low	Poor
Violet LaPlante Park	45th & Cedar	0.69	Low	Fair
<b>Special Use Parks</b>				
Astoria Skate Park	S. Denver & W. Marine	0.35	Moderate	Good
Community Gardens*	Alameda & Chinook (Gray School)	0.25	Low	Good
Customs House	35th & Leif Erickson	0.5	Very Low	Fair
Fort Astoria Park	15th & Exchange	0.14	Moderate	Good
Maritime Memorial	Bay St & Marine Dr	0.24	High	Good
Ocean View Cemetery	18th & Whiskey Rd, Warrenton	100	Low	Poor
Pioneer Cemetery	15th & Niagara	2.1	Low	Fair
Post Office Park	15th & Franklin	0.11	Low	Fair
Tidal Rock Park	15th & Commercial	0.08	Very Low	Poor
<b>Urban Plaza Parks</b>				
Heritage Square / Garden of Surging Waves	11th & Duane	1.25	High	Fair
<b>Total acres of parkland:</b>		<b>301.43</b>		

\* Site owned by the Astoria School District

### 3.4 Additional Land Managed by Astoria Parks and Recreation

Site Name	Location	Acreage
13th Street City Parking Lot	13th St & Duane St	0.2
15th Street Triangle	15th St & Marine Drive	0.2
18th Street Flower Beds	Marine Drive to Exchange St	0.1
8th Street Triangle	8th St & Marine Dr	0.1
Aquatic Center Grounds	1997 W Marine Drive	2.2
Astoria Senior Center Grounds	11th St & Exchange St	0.1
Exchange Street Parkway	17th St to 20th St	0.3
Library Parking Lot	10th St & Exchange St	0.2
Marine Drive Parkway	10th St to 23rd St	1.5
Portal Park - East	33rd St & Marine Drive	0.2
Portal Park - West	Taylor St & W Marine Drive	0.4
Smith Point Traffic Circle	Hwy 101 & Hwy 202	3.2
West Bond Street Triangle	W Bond Street & Marine Drive	0.1
<b>Total Acreage</b>		<b>8.8</b>

### 3.5 Indoor Facilities Managed by Astoria Parks and Recreation

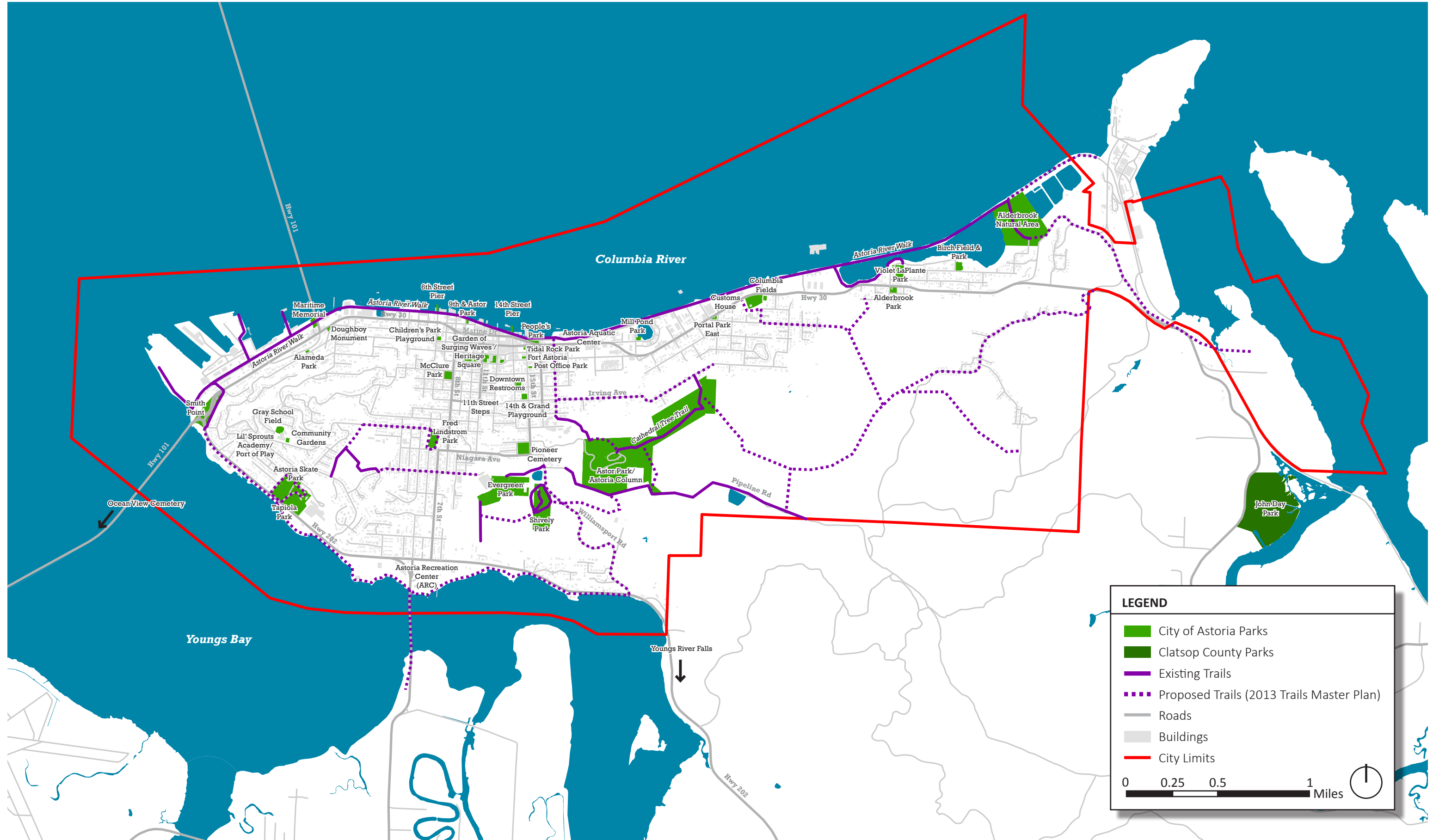
Facility Name	Location	Square Feet	Condition
Alderbrook Hall	45th & Leif Erickson Dr	1,500	Poor
Astoria Aquatic Center	1997 Marine Dr	25,000	Fair
Astoria Batting Cages	200 Tapiola Park Loop	6,000	Good
Astoria Column/Gift Shop/Caretaker House	1 Coxcomb Dr	2,000	Fair
Astoria Recreation Center	1555 W Marine Dr	14,000	Poor
Astoria Senior Center	1111 Exchange St	6,600	Excellent
Customs House	35th & Leif Erickson Dr	500	Fair
Doughboy Monument	Columbia Ave & Marine Dr	250	Poor
Downtown Restrooms	12th & Exchange	300	Fair
Lil' Sprouts Academy*	785 Alameda Ave	6,000	Fair
Ocean View Cemetery Chapel	18th & Whiskey Rd, Warrenton	800	Fair
Ocean View Cemetery Maintenance Shop	18th & Whiskey Rd, Warrenton	1,200	Poor
Parks Maintenance Shop	1555 W Marine Dr	3,500	Poor
Pioneer Cemetery Mausoleum	15th & Niagara	150	Poor
Port of Play*	785 Alameda Ave	1,500	Fair
Shively Hall	1530 Shively Park Road	2,000	Poor
<b>Total square feet:</b>		<b>71,300</b>	

### 3.6 Trails Managed by Astoria Parks and Recreation

Trail Name	Length (miles)	Surface	Use	Condition
11th Street Steps	0.05	Paved	Moderate	Fair
Evergreen Park to Shively Park	0.2	Dirt	Low	Poor
Richard Fenscak Cathedral Tree Trail	1.3	Dirt	High	Poor
River Walk	6.4	Paved	Very High	Fair
Shively Park Loop	0.3	Paved	Moderate	Good
Tapiola Park Loop	0.5	Paved	Moderate	Good
<b>Total mileage:</b>	<b>8.75</b>			

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# Map: City of Astoria Parks, Trails, and Facilities



DRAFT  
6/27/2016



## 4. Level of Service

- 4.1 Introduction
- 4.2 Parkland: Level of Service
- 4.3 Trails: Level of Service
- 4.4 Park Amenities: Level of Service
- 4.5 Additional Facilities Within 5 Miles of Astoria
- 4.6 Recreation Level of Service

## 4.1 Introduction

According to the Oregon Statewide Comprehensive Outdoor Recreation Plan (SCORP), *“the most effective park system to develop and manage is one made up of a variety of different types of parks, open space areas, and recreational venues, each designed to provide a specific type of recreation experience or opportunity. A park system that is classified and used properly is easier to maintain, creates fewer conflicts between user groups, and minimizes negative impacts on adjoining neighbors. A good park classification system also helps assess what facilities are available for current use and what types of parks will be needed to serve the community in the future.”*

The classification system outlined in the SCORP provides park and recreation providers with guidelines for achieving a manageable effective park system. These guidelines assist providers in evaluating the adequacy of existing parkland and facilities. Level of Service (LOS) standards are measures of the amount of public recreation parkland and facilities being provided to meet a jurisdiction's basic needs and expectations. Those needs and expectations are up to each provider to establish, through planning, visioning, and community input.

LOS standards are typically determined by comparing the existing ratio of developed park acres per 1,000 residents to the jurisdiction's desired level of parks relative to population. A gap between the two ratios identifies needed park acreage. As population grows, the objective is to provide enough acreage to maintain the jurisdiction's desired level of service. Park and

recreation facilities provided by outside agencies within the same jurisdiction are commonly factored in to LOS calculations. LOS guidelines are also critical for a jurisdiction to measure equitable access to park facilities (such as by walking, biking, or public transportation).

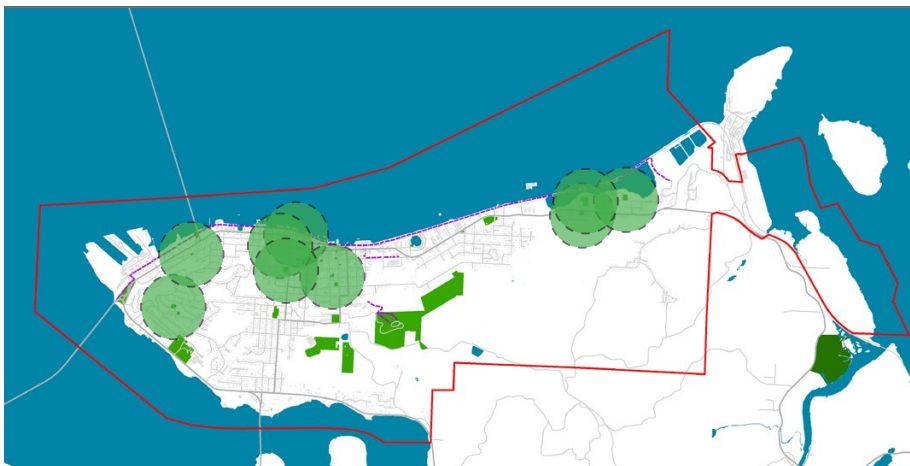
The following park classifications are defined as outlined in the SCORP. These classifications have been used to organize and evaluate service levels for Astoria's park system:

### Pocket Parks

A pocket park is the smallest park classification. Pocket parks provide basic recreation opportunities on small lots, within residential areas serving an area within approximately 5-10 minutes walking time (approximately  $\frac{1}{4}$  mile). Typically less than two acres in size ( $\frac{1}{4}$  to 2 acres), these parks are designed to serve residents in immediately adjacent neighborhoods. Pocket parks provide limited recreation amenities, such as playgrounds, benches, and picnic tables. Pocket parks do not normally provide off-street parking.

### Neighborhood Parks

Neighborhood parks provide close-to-home recreation opportunities primarily for non-supervised, non-organized recreation activities. They are located within approximately 5-10 minute walking time (approximately  $\frac{1}{4}$  -  $\frac{1}{2}$  mile) without crossing major thoroughfares and/or other structures and easy bicycling distance of residents. They serve up to a one-half-mile radius, and are generally 2-20 acres in size

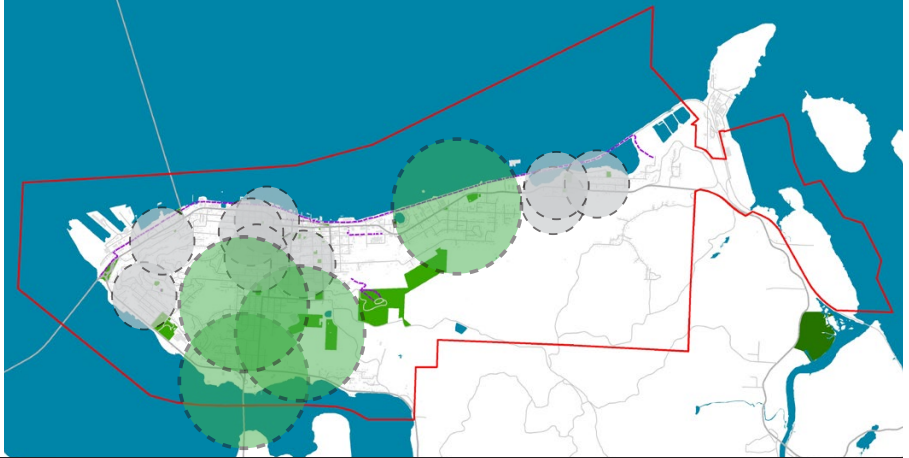


#### **Pocket Park service areas:**

*The green circles represent areas within a 5-minute walk of a pocket park. See Section 3.3 for information on which parks are included in this classification.*

**Neighborhood Park service areas:**

The green circles represent areas within a 10-minute walk of a neighborhood park. The gray circles represent areas within a 5-minute walk of pocket parks. See Section 3.3 for information on which parks are included in these classifications.



(Service area is also influenced by neighborhood configuration and various geographical and transportation barriers). Neighborhood parks typically include amenities such as playgrounds, outdoor sports courts, sports fields, picnic tables, pathways, and multi-use open grass areas. They may or may not provide off-street parking. Neighborhood parks can, when practical, be located next to elementary schools in order to provide more efficient use of public resources.

### Community Parks

Community parks are typically larger in size and serve a broader purpose than neighborhood parks. Their focus is on meeting the recreation needs of several neighborhoods or large sections of the community, as well as preserving unique landscapes and open spaces. Community parks are typically 15-100 acres, depending on the spatial requirements of the facilities provided and the amount of land dedicated to natural resource protection. Community parks provide both active and passive recreation opportunities that appeal to the entire community serving an area within approximately 15 minutes driving time. While a community park may be proximate to a neighborhood and can provide typical neighborhood park amenities, they are normally designed as a “drive-to sites.” Community parks typically accommodate large numbers of people, and offer a wide variety of facilities, such as group picnic areas and large shelters, sports fields and courts, children’s play areas, swimming pools and splash pads, community gardens, extensive pathway systems,

community festival or event space, and green space or natural areas. Community parks require additional support facilities, such as off-street parking and restrooms and as such can also serve as regional trailheads.

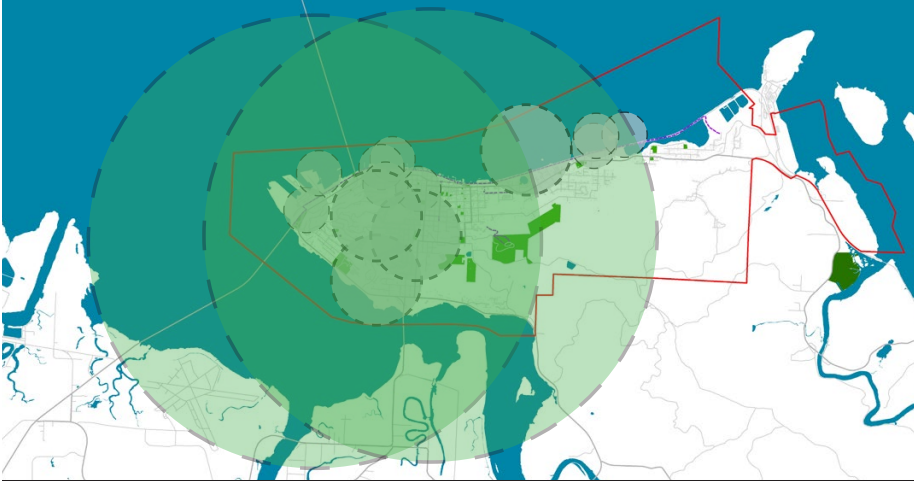
### Regional Parks

Regional parks are large parks that provide access to unique natural or cultural features and regional-scale recreation facilities. Typically 100 acres or more in size, regional parks serve areas within a 45 minute driving time. These parks often include significant green space to preserve unique natural areas, riverfront corridors, wetlands, and agricultural or forested areas. Regional parks may include properties for which there are no immediate development plans and that are situated in such a way as to primarily serve the surrounding neighborhood (land banked properties). Regional parks also may accommodate large group activities and often have infrastructure to support sporting events, festivals, and other revenue-generating events to enhance the City’s economic vitality and identity. Activities available in regional parks may include picnicking, boating, fishing, swimming, camping, trail use, etc. Regional parks include supporting facilities, such as restrooms and parking.

### Urban Plaza Parks

Urban plaza parks are public gathering spaces in urban spaces that foster community interaction and civic pride. They are small in size (¼ to 3 acres) and intensely developed. Visitors will tend to be those who are already in the neighborhood for other purposes, such as





**Community Park service areas:**

*The green circles represent areas within a 15-minute drive of a community park. The gray circles represent parks within walking distance from pocket parks and neighborhood parks. See Section 3.3 for information on which parks are included in these classifications.*

shopping, work, dining and/ or those who live in or near densely developed urban areas. Urban plaza parks typically include amenities such as drinking fountains, benches, litter receptacles, trees and shrubs, paved walkways and plazas.

**Nature Parks**

Nature parks are lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/ buffering. They may preserve or protect environmentally sensitive areas, such as wildlife habitats, stream and creek corridors, or unique and/or endangered plant species. Nature parks may vary in size from small parcels (less than 10 acres) to large properties of more than 200 acres. Nature parks typically serve a community-wide population and include greenways, natural areas, and preserves. Public access to natural areas may be limited at these sites, which often include wetlands, steep hillsides, or other similar spaces. Some nature parks may be managed secondarily to provide passive recreation opportunities. These sites may contain trails, interpretive displays, viewpoints, and seating areas.

**Special Use Parks**

The Special Use classification covers a broad range of park and recreation lands that are specialized or single- purpose in nature. Parks in this category include waterfront or ocean access parks, boat ramps, memorials, historic sites, waysides, single purpose sites used

for a particular field sport, dog parks, skate parks, or protect some significant geologic or scenic feature. Special use parks that have a community or regional draw may require supporting facilities such as parking or restrooms. Park size is dependent on the special use and can vary from very small to many acres.

**Linear Parks**

Linear parks include natural or built corridors that connect parks and neighborhoods, provide linkages through the city, and preserve open space. Linear parks may include abandoned railroad lines, utility rights-of-way, wildlife corridors, or elongated natural areas defined by drainage features or topographical changes, such as riparian corridors. Linear parks typically support trail-oriented activities, including walking, jogging, biking, skateboarding, and roller skating, which play a major role in health and fitness. Trails, pathways, and bikeways located in other types of park settings (e.g., neighborhood, community, natural area parks) where the trail is not the primary purpose of the park or along existing streets or roadways may be connected to, but are excluded from this park category. Linear parks typically include amenities such as rest benches, picnic tables, trailhead kiosks, parking at major trailheads, and way finding markers, but may also incorporate smaller-scale neighborhood park amenities such as play areas, picnic areas, and exercise stations. Linear park size is dependent on the corridor length and opportunity.

## Trails, Pathways and Bikeways

Trails, pathways, and bikeways include a number of trail types including multi-use, pedestrian, and soft surface trails to accommodate a variety of activities such as walking, running, biking, dog walking, roller-blading, skateboarding, and horseback riding. Such trails may be located within parks or along existing streets and roadways as part of the citywide transportation system. Multi-use trails are designed for use by pedestrians, bicyclists, skateboarders, wheelchairs, and other non-motorized vehicle users. These trails are hard surfaced to accommodate bicycles and provide accessibility for people with disabilities. Hard surfaced pedestrian trails are generally found within smaller parks and as secondary trails within larger parks. Soft surfaced trails are composed of soft-surface materials, such as soil, crushed rock, hog fuel, and wood chips. Most soft surfaces do not provide accessibility for people with disabilities but are preferable for some recreation activities, such as running and hiking. Trails, pathways, and bikeways may include amenities such as directional and control signage, gates, benches, overlooks, drinking fountains, lighting, trailhead kiosks, and interpretive signs.

## Regional Sports Parks

Regional sports parks typically consolidate heavily programmed athletic facilities for activities such as soccer, football, baseball/softball into a few strategically located sites throughout the community. Regional sports

parks could also include facilities such as race tracks, shooting ranges and equestrian areas. The location of these facilities is important due to the traffic, lighting, and noise that are often associated with them. They typically require large parking areas and restroom facilities. They also may have other park amenities, such as play areas or picnic facilities that serve non-participant family members and others while events are taking place. Regional sports parks normally require a minimum of 25 acres, with 40-80 acres being optimal.

## Destination Parks

Destination Parks can include the same characteristics as Regional Parks, Natural Area Parks, Special Use Parks and Linear Parks, but offer such outstanding natural, historic, scenic or recreational attractions that visitors travel more than an hour to several days, by car, to reach them. They are usually well known statewide and even nationally. They can have a wide range of acreage sizes and levels of development, but generally have a moderate to very intensive level of visitation. They can be day-use parks or can offer overnight camping or cabins. Most of the parks in the Oregon State Park system are Destination Parks. Some county and regional park systems also operate Destination Parks.

- Oregon State Comprehensive Outdoor Recreation Plan, 2013-2017

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### **Regional park facilities contributing to level of service:**

*The pink outline represents a 5-mile radius around the Astoria city limits, which includes several parks managed by other agencies that contribute to Astoria's level of service. See Section 4.5 for information on these parks and their amenities.*



## 4.2 Parkland: Level of Service

Parkland Type	Recommended Oregon LOS (acres/1,000 population)	Oregon Median LOS (acres/1,000 population)	Acres Managed by APRD (total parks)	APRD LOS in 2016 (acres/1,000 population)	LOS Status	LOS Based on Possible 2030 Population (11,143)
Community Parks	2.0 - 6.0	2.1	23.7 (2)	2.5	Meets recommendation	2.1
Destination Parks	20.0 - 30.0	-	49.5 (2)	5.2	Meets recommendation +	4.4
Linear Parks	0.5 - 1.5	0.9	36.4 (1)	3.8	Exceeds recommendation	3.3
Nature Parks	2.0 - 6.0	2.3	61.3 (10)	6.5	Exceeds recommendation	5.5
Neighborhood Parks	1.0 - 2.0	0.6	20.1 (4)	2.1	Exceeds recommendation	1.8
Pocket Parks	0.25 - 0.5	0.16	5.5 (10)	0.6	Exceeds recommendation	0.5
Regional Parks	5.0 - 10.0	9.2	0	0	Meets recommendation +	0
Regional Sports Parks	5.0 - 10.0	-	0	0	Satisfactory *	0
Special Use Parks *	N/A	1.98	3.77 (8)	0.4	N/A	0.3
Urban Plaza Parks	0.1 - 0.2	0.1	0.25 (1)^	0.03	Need exists^	0.02
<b>Total</b>	<b>6.25 - 15</b>	<b>17.3</b>	<b>201.5 (38)</b>	<b>21.2</b>	<b>Exceeds recommendation</b>	<b>18.1</b>

"\*": Does not include Ocean View Cemetery (100 acres)

"+": Facilities managed by other agencies contribute to meeting this need.

"•": There is generally a lack of sufficient land area in Astoria to accommodate "Regional Sports Parks" as defined in the Oregon State Comprehensive Outdoor Recreation Plan. It was determined that the need for this type of facility is met sufficiently, between a number of private and public facilities that are offered within Astoria and its surrounding communities.

"^": Approximately 1 acre would be added, should the City of Astoria complete the development of Heritage Square, at which point the recommendation for Urban Plaza Parks would be met.

### 4.3 Trails: Level of Service

Trail Type	Recommended Oregon LOS (miles/1,000 population)	Total Miles Managed by APRD	LOS provided by APRD (miles/1,000 population)	Astoria LOS
Hard surface	N/A	7.25	0.76	N/A
Soft surface	N/A	1.5	0.16	N/A
<b>Total Miles</b>	<b>0.5 - 1.5</b>	<b>8.75</b>	<b>0.92</b>	<b>Meets recommendation</b>

### 4.4 Park Amenities: Level of Service

Facility Type	Recommended Oregon LOS (facilities/1,000 population)	Recommended Number of Facilities	Facilities Managed by APRD	Astoria LOS
Baseball fields	0.2	2	6	Exceeds recommendation
Softball fields	0.2	2	4	Exceeds recommendation
Basketball courts	0.2	2	5	Exceeds recommendation
Soccer fields	0.2	2	3	Exceeds recommendation
Volleyball courts	0.2	2	3	Exceeds recommendation
Tennis courts	0.35	4	4	Meets recommendation
Picnic shelters	0.3	3	8	Exceeds recommendation
Playgrounds	0.4	4	9	Exceeds recommendation
Skate parks	0.04	0-1	1	Exceeds recommendation
Off-leash dog parks	0.04	0-1	0	Meets recommendation <sup>+</sup>
Boat ramp lanes	0.25	3	1	Meets recommendation <sup>+</sup>
Non-motorized boat launches	0.25	3	1	Meets recommendation <sup>+</sup>

"+": Facilities managed by other agencies contribute to meeting this need.

### 4.5 Additional Facilities Within 5 Miles of Astoria

Park Name	Acreage	Land Manager	Amenities
Fort Stevens State Park	4,700	Oregon Parks and Recreation Department	476 campsites, 11 cabins, 15 yurts, beaches, several miles of paved and natural trails, equipment rentals, restrooms and showers, interpretive programs, and special events.
Lewis and Clark National Historical Park	97	National Parks Service	Visitor center, Fort Clatsop replica, several miles of natural trails, interpretive programming, lectures and special events.
John Day County Park	54	Clatsop County	Boat launch with parking and restrooms, landscaped open space, and interpretive signage.
Lewis and Clark National Wildlife Refuge	33,000	U.S. Fish and Wildlife Service	Wetland reserve with hiking trails, water access, and interpretive signage.
Carruthers Park	7	City of Warrenton	Community park with open space, picnic area, playground equipment, restrooms, parking, waterfront trail access, and two large fenced-in dog park areas (one for large breeds and one for small breeds) with amenities.

## 4.6 Recreation Programs: Level of Service

Because there are not guidelines for recreation programs similar to the SCORP per-capita LOS recommendations for parkland, benchmarking Astoria's services to those offered by parks and recreation providers regionally and nation-wide is a method that can be used to evaluate level of service. Combined with input from the Astoria community on their interests and perceived level of service, this method helps to provide direction when determining which programs and services to offer.

### NRPA Field Report

The *National Recreation and Parks Association (NRPA) 2016 Field Report* compiles data from parks and recreation providers nation-wide. This report is a useful tool for benchmarking Astoria's recreation programs and services.

The NRPA Field Report provides information regarding recreation programs offered by parks and recreation agencies around the country. For communities with a population of less than 20,000 people, the following programs are most common.

For comparison, programs which are provided by the Astoria Parks and Recreation Department are marked with an asterisk.

#### **Greater than two thirds of parks and recreation agencies nation-wide offer:**

- \*Fitness enhancement classes
- \*Health and wellness education
- \*Team sports

#### **Between one and two thirds of parks and recreation agencies nation-wide offer:**

- \*Aquatics
- Individual sports
- \*Martial arts
- Performing arts
- \*Safety training
- Social recreation events
- \*Themed special events
- Trips and tours
- Visual arts

#### **Less than one third of parks and recreation agencies nation-wide offer:**

- Cultural crafts
- Golf
- Natural and cultural history activities
- Racquet sports

## Oregon SCORP

The *Oregon State Comprehensive Outdoor Recreation Plan (2013-2017)* defines the mission and duties of municipal parks and recreation providers as “To provide natural areas, high quality park and recreation facilities, services and programs that meet the needs of the diverse communities it serves... Local recreation providers tend to be more heavily involved in recreation and leisure programming to address a wider variety of public leisure needs. All municipal recreation providers, large or small, are faced with the task of providing their citizens the full range of recreational opportunities. Programs may include team sports, individual sports, outdoor recreation, summer recreation programs and camps, before and after-school programs, instructional classes, concerts, cultural exhibits, special events, and special programs for people with disabilities.”

SCORP includes the results from an extensive 2011 statewide survey of participation and preferences for outdoor recreation.

Participation rates for the following activities were highest:

- Sightseeing
- Picnicking
- Relaxing, hanging out, escaping heat, noise, etc.
- Day hiking or walking for pleasure
- General play at a park or playground
- Attending outdoor concerts, fairs, and festivals
- Visiting historic sites

Outdoor team and individual sports were noted as activities with stagnating or declining participation.

Based on these findings, as well as input collected from the Astoria community (outlined in the following chapter), Astoria’s current level of service for recreation programs is adequate. Future program and service offerings should continue to be evaluated based on benchmarking and community input.



## 5. Needs assessment

- 5.1 Community Input
- 5.2 National, State, and Local Trends
- 5.3 Peer Community Analysis



## 5.1 Community Input

A high level of public engagement was established as a goal for this planning project. Effort was made to involve as many Astoria citizens and users of Astoria's Parks and Recreation system as possible, in order to strengthen the plan's findings, effectiveness, and support. There was unprecedented participation throughout the project: over 1,200 individuals were involved through various opportunities. The following is a summary of methods and findings.

### Citizen Advisory Committee (CAC)

The 12-member CAC was appointed by the Mayor to oversee the planning process. The committee was composed of community members involved with parks, recreation, stewardship, and strategic planning, and met monthly to represent community interests, guide community engagement strategies, review findings, and vet recommendations.

### Parks Advisory Board (PAB)

Provided feedback during monthly project updates and two work sessions.

### Planning Commission

Provided feedback during two project updates, a work session, and a public hearing.

### City Council

Provided feedback during three project updates, a work session, and a public hearing.



### Parks & Recreation Department Staff

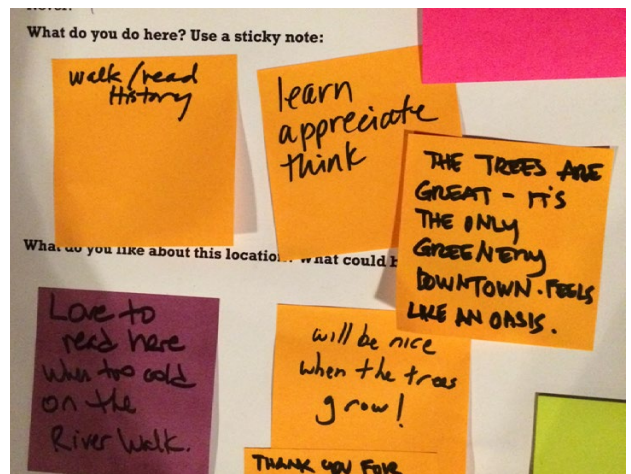
Staff provided insight throughout the process, and were interviewed at the beginning of the first project phase to discuss issues and opportunities, and identify goals and needs. The most common themes from staff interviews were:

- The community is upset about poorly maintained facilities and the department is struggling to keep up.
- Current staff are being stretched very thin, and it is increasingly difficult to hire, train, and retain support staff due to low unemployment and higher wages needed to attract qualified interest.
- It is increasingly difficult to provide quality services when demands are high and resources are low.
- There is a perceived lack of knowledge in the community about the full scope of services that are offered by the department, and the challenges the department faces in providing quality services.
- The Astoria parks and recreation system has incredible potential if the department can find a way to support it.
- Having one central recreation facility would improve community service and satisfaction, and allow the department to operate more effectively.
- The current employment classification of some positions is not sufficient in providing staff the opportunity to do their jobs effectively. The Department could reconfigure certain positions to help resolve many staffing issues and retain quality staff.
- Improved communications and marketing would increase participation, transparency, and satisfaction with services.

## Fall 2015 Public Meetings

A workshop designed to collect information from the community was hosted on two occasions in November 2015. Interactive stations were set up to describe the planning process, provide an overview of the Parks and Recreation Department, and gather information about what facilities and services were most used. Additional stations asked the community to identify issues and opportunities, visions for the future of the parks system, and priorities for investment. Between the two meetings, 96 individuals participated. The most common themes from the Fall 2015 Public Meetings were:

- Improving maintenance at existing facilities is a top priority.
- Improve trail maintenance, develop trail connections, and provide directional signs.
- Collect revenue from tourism taxes to fund maintenance.
- Amenities such as lighting, water fountains, fitness equipment, and restrooms are desired along the River Walk.
- Improving safety should be a priority in areas where there is a high prevalence of loitering and illegal camping, especially along the River Walk.
- Address staffing shortages and extend the hours at the Aquatic Center.
- Provide outdoor and indoor recreation equipment for those with limited mobility.
- Designate an area or build a facility where dog owners can let dogs off-leash.
- Combine the recreation and aquatics facilities.
- New development should include more indoor recreation space for teens and adults, and adventure sports such as climbing and mountain biking.
- Top priorities for budget allocations were: the River Walk, trails, the Aquatic Center, maintenance of current facilities, a dog park, natural areas, and restrooms.



## Winter 2015 Survey

A survey was developed to collect additional feedback in the early stages of the planning process. Similar to the Fall 2015 Public Meetings, the Winter 2015 Survey asked questions about program and facility use, issues and opportunities, visions for the future of the parks system, and priorities for investment. The survey was provided online for a period of 40 days, and was also made available in print at various Parks and Recreation facilities as well as other locations around the City. 881 responses were logged online, and a handful of responses were collected in print. A full summary of the Winter 2015 Survey can be found in the Appendix of this document.

- Generally, survey respondents strongly associated access to parks and recreation facilities with their quality of life, and were somewhat to mostly satisfied with opportunities in Astoria.
  - Services specific to all segments of the population were rated as equally important.
  - The highest-ranked existing services were fitness programs and facilities, maintenance of current facilities, playgrounds, natural and scenic viewing areas, trails, and youth programs.
  - Top priorities for parkland investments were playground equipment and maintenance of current facilities.
  - Proper maintenance of existing facilities should occur prior to any new development.
  - Priorities for investments in trails were maintenance and improvement of existing trails, information and directional signage, and developing connections between existing trails.
  - Regarding indoor facilities, the top priorities for investment were maintenance at the Aquatic Center and Recreation Center, the provision and maintenance of public restrooms, and the provision and maintenance of Port of Play.
  - Providing access to indoor sport courts and combining the existing indoor recreation facilities rated favorably and were mentioned frequently in survey comments.
- When asked about priorities for investment in programs and services, respondents rated extending hours at the Aquatic Center as a top priority. Expansion of other programs and services did not garner strong support.
  - Respondents were happy with the services offered but felt that many were too expensive, particularly programs and passes at the Aquatic Center and Recreation Center.
  - There was a common request for improved communications and marketing. Many respondents were unaware of the facilities and services offered by the Department, when and where events were held, and how to register.

## Stakeholder Focus Groups:

Department Staff, Citizen Advisory Committee, and Park Advisory Board members helped to identify specific partners, users, and interest groups to interview for collecting more targeted feedback regarding issues and opportunities to consider. Over 100 individuals attended stakeholder focus group meetings, which took place in January-February 2016, and lasted 45-60 minutes. The meetings consisted of a short presentation on the planning process and objectives, and 30 or more minutes of discussion. The following stakeholder groups were identified and interviewed. A summary of specific input collected during the meetings can be found in the Appendix of this document.

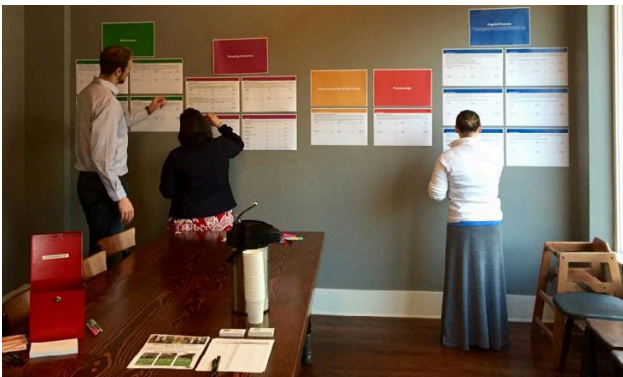
- **Aquatic Center user organizations** | Astoria High School, Clatsop Community College, Columbia Memorial Hospital, North Coast Swim Club, US Coast Guard
- **City staff** | Community Development, Parks & Recreation, Public Works
- **Downtown businesses** | Astoria Downtown Historic District Association (ADHDA)
- **Historic & cultural preservation** | Clatsop County Historical Society, Clatsop Community College, Lower Columbia Preservation Society, other independent local historians.
- **Latino Community** | Lower Columbia Hispanic Council
- **Parents clubs** | MOMS Club, Astor Parents Club, Lewis & Clark Parents Club, AMS Parents Club

- **Astoria Parks, Recreation, and Community Foundation**
- **Public health & social service** | Clatsop County Public Health, Astoria Warming Center
- **Senior Community** | Members, leadership, and board members of the Astoria Senior Center
- **Service organizations** | Kiwanis, Lions, Rotary, Boy Scouts, Friends of the Astoria Column, Friends of the Astoria Armory, Friends of McClure Park
- **Teens** | Astoria High School Leadership Class and Student Council
- **Trails & natural areas** | National Parks Service, North Coast Watershed Council, North Coast Trail Alliance, NW Coast Trails Coalition, and other independent local horticulturists, arborists, and trail builders.
- **Youth & adult athletics** | Astoria Cal Ripken Baseball, Astoria Babe Ruth Baseball, Lower Columbia Youth Soccer Association, Sunset Empire Parks & Recreation District, coaches from Astoria Parks & Recreation programs.

## Spring 2016 Input Period

By Spring 2016, input from over 1,100 community members had been collected and processed. An inventory and existing conditions assessment, Level of Service analysis, and research of peer community, state, and national trends had also been completed. With the guidance of the Citizen Advisory Committee, draft recommendations were developed based on the findings of those initial project phases.

In April 2016, the findings and draft recommendations were provided to the public for review and comment. Three open house meetings



with informational and interactive exhibits were hosted at different times and venues. An online version of the information and input activities was also developed to extend the input period and collect additional feedback.

About 120 people participated in the open house meetings and online survey, which were designed to update the community on the planning process, identify findings and draft recommendations, verify that the draft recommendations were supported by the community, and ask which recommendations were top priorities. A full summary of results from the Spring 2016 Input Period can be found in the Appendix of this document.

- Draft recommendations were organized into six categories: maintenance, planning initiatives, communications and marketing, partnerships, operations, and capital projects.
- Generally, the community strongly agreed with most of the draft recommendations, and thought many should be high priorities.
- Selling underutilized parkland was the main draft recommendation that did not rate favorably. Respondents strongly preferred reducing maintenance and converting underutilized parks into natural areas, or developing underutilized parks with new amenities to satisfy unmet community needs.
- The top two priorities, by a fair margin, were increases in staffing levels and revenues to support higher quality services. Also rated highly were concentrating maintenance efforts on “priority” parks, and repairing, upgrading, and replacing playground equipment at key neighborhood parks.

## 5.2 National, State, and Local Trends

A useful method for assessing parks and recreation needs is research of national, state, and local trends in the industry. This provides a glimpse into what and how, facilities and services are provided by other parks and recreation agencies. This research can be used when determining Astoria's future system needs, including which types of facilities and services should be offered, level of service objectives, and how to fund and maintain the system into the future.

### National Trends

The *National Recreation and Parks Association (NRPA) 2016 Field Report* compiles data from parks and recreation providers nation-wide. This report is a useful tool for benchmarking Astoria's recreation programs and services. The following is a comparison of Astoria Parks and Recreation Department facilities and services with nation-wide median values for agencies serving jurisdictions with populations under 20,000:

#### Number of park facilities:

- Nation: 1,335 residents per park
- Astoria: 271 residents per park

#### Acres of parkland:

- Nation: 10.6 acres per 1,000 residents
- Astoria: 21.1 acres per 1,000 residents

#### Full time employees:

- Nation: 9.3 per 10,000 residents
- Astoria: 7 per 10,000 residents

#### Operating Expenditures per Acre of Park and Non-Park Sites:

- Nation: \$7,644
- Astoria: \$5,910

#### Top program offerings:

- Team sports
- Fitness enhancement
- Health and wellness education

These findings demonstrate that Astoria has significantly more acres of parkland per capita, fewer full time employees, and substantially lower operating expenditures per acre of parkland

compared with jurisdictions of a similar size. This underscores community input outlined in section 5.1 regarding maintenance and staffing challenges.

### Statewide Trends

The *Oregon State Comprehensive Outdoor Recreation Plan 2013-2017* (SCORP) identifies "**Top statewide issues to address**":

- Provide adequate funds for routine and preventative maintenance and repair of facilities.
- Fund major rehabilitation of existing outdoor recreation facilities at the end of their useful life.
- Add more recreational trails and better trail connectivity between parks and communities.
- Recognize and strengthen park and recreation's role in increasing physical activity in Oregon's population.
- Recommend a standard set of sustainable park practices for outdoor recreation providers.

#### Key findings for Oregon's aging population:

- Oregon's recreation managers can expect substantial increases in the number of visitors with a physical or mental disability using their recreational facilities and services in the coming years as Boomers increase in age.
- Priority should be given to trails, picnic areas, sightseeing areas, and historic sites in terms of where resources should be directed for providing accessibility accommodations.

#### Key findings for Oregon's youth population:

- Preferred recreational activities for urban youth include outdoor sports, riding bikes, viewing nature and wildlife, dancing, and playing with dogs.
- A reported barrier to participating is that either their family doesn't go outside or nobody pushes them to go outside.
- Youth report that programs that focus on the arts, music, and social events would encourage more kids to go outside and into parks.

**Key findings for Oregon's ethnic minorities:**

- Recruit a more diverse staff.
- Target marketing information at ethnic groups in appropriate media and languages. Having literature and information available in multiple languages would help encourage use at outdoor recreation areas. According to participants, information should be distributed through existing ethnic organizations.
- The most important thing park managers can do to help them participate in outdoor recreation: provide clean facilities and restrooms, reduce user fees and keep services affordable, proper park and trail maintenance, access to better information, accessible facilities for disabled and limited mobility.
- Highest priorities for future investment: dirt/soft surface walking trails, public water access, nature and wildlife viewing areas, children's playground areas made of natural materials, picnic areas and shelters for small groups, off-street bicycle trails and paths, community gardens, and off-leash dog areas.
- Lowest priorities for future investment: outdoor tennis courts, basketball courts, baseball/softball fields, and multi-use sport fields.

**Priorities for Community Providers:**

- Community trail systems
- Children's playgrounds
- Acquisition of trail corridors
- Trails connected to public lands
- Public restroom facilities
- Picnicking / day-use facilities

The *Oregon Statewide Recreation Trails Plan: 2016-2025* identifies Repair of major trail damage as the highest trail funding priority by survey respondents. Such projects involve extensive trail repair (e.g., resurfacing of asphalt trails or complete replacement, regrading, and resurfacing of all trails) needed to bring a facility up to standards suitable for public use. The Trails Plan also identifies:

**Statewide Non-Motorized Trail Funding Priorities:**

- Connecting trails into larger trail systems.
- More signs/ trail wayfinding.
- Repair of major trail damage.

**Statewide Non-Motorized Trail Management Issues:**

- Need for trails connecting public places: trails projects that connect communities to each other; provide connections between existing trails; close a gap within an existing trail; provide links to trails outside Urban Growth Boundaries; provide access to parks and open space; and provide access to facilities such as schools, libraries, indoor recreation facilities, and businesses.
- Need for improved trail maintenance. Trail maintenance includes routine trail maintenance and trail rehabilitation/restoration. Routine maintenance includes work conducted on a frequent basis in order to keep a trail in its originally constructed serviceable standards (e.g., mowing, tree and brush pruning, leaf and debris removal, cleaning and repair of drainage structures), and repairs to signs and other amenities. Trail rehabilitation/restoration involves extensive trail repair.
- Need for trail signs. Trail users require a number of different types of signs to safely and enjoyably pursue their trail experience. Location signs that lead people to trailheads and parking areas, directional signs along the trail, destination signs to let people know they have reached end points, interpretive signs that describe the natural or cultural history of the area, and regulatory signs that explain the dos and don'ts of the area are important trail components.

**Regional Non-Motorized Trail Priorities for New Development:**

- Walking/hiking
- Biking, hard surface
- Running/jogging
- Walking/running, dog off-leash.

## Clatsop County Trends

The *Oregon State Comprehensive Outdoor Recreation Plan 2013-2017 (SCORP)* identifies county-specific needs based on extensive survey data. For Clatsop County, the following priorities were identified:

- Dirt/soft surface walking trails and paths
- Public access sites to waterways
- Picnic areas and shelters for small groups
- Off-street bicycle trails and pathways
- Nature and wildlife viewing areas
- Children's playgrounds and play areas made out of natural materials
- Paved/hard surface walking trails and paths

In 2015, the *Clatsop Vision 2030 Together* plan was developed by Clatsop County. The plan identified current trends, a vision for the future, and anticipated issues that would be faced. The planning process involved research and community input, and resulted in a set of strategies to fulfill the vision for Clatsop County in 2030. Below is a selection of those strategies and goals relevant to parks and recreation facilities and services. The 2030 Vision also outlines Clatsop County's role in each strategy which are included for reference.

- **Arts as economic development:** advance arts and crafts, culture and historic preservation as key economic development strategies for the county. Potential County role: partner.
- **Arts and cultural destinations:** advance downtown Astoria, Seaside, and Cannon Beach as tourist, arts and cultural destinations. Potential County role: support.
- **River Walk and Prom enhancement:** encourage the maintenance and further enhancement of the Astoria River Walk and the Seaside Prom. Potential County role: support.
- **Health and wellness strategy:** develop a comprehensive strategy and programs to improve public health and wellness through education, lifestyle, nutrition, and access to

health care. Potential County role: lead.

- **Active living education:** promote public education on "active living" and the benefits of healthy eating and lifestyles. Potential County role: lead.
- **Affordable childcare:** expand access to affordable childcare for low-wage workers and the working poor. Potential County role: lead.
- **Services for older adults:** improve and enhance appropriate, useful programs and services for older adults and retired people. Potential County role: partner.
- **Community involvement and volunteerism:** support expanded and increased community involvement and volunteerism county-wide. Potential County role: support.
- **Latino population integration:** promote awareness and programs to better integrate County's growing Latino population into the community. Potential County role: partner.
- **Activities for youth:** partner with municipal and state entities to expand or improve recreational and educational programs and activities for youth. Potential County role: partner.
- **Natural areas, fish and wildlife habitat protection:** maintain and protect natural areas of all types for fish and wildlife habitat and corridors, as well as public access, enjoyment and recreation. Potential County role: partner.
- **Alternative modes of transportation:** support increased public education and awareness on the use of alternative modes of transportation and promote its use. Potential County role: support.
- **Parks and green spaces in new development:** incorporate green spaces, parks, natural areas, and wildlife migration corridor planning in all new development. Potential County role: partner.
- **Pedestrian and bicycle programs and amenities:** improve and enhance pedestrian and bicycle programs and amenities. Potential County role: partner.

### 5.3 Peer Community Analysis

Five Oregon parks and recreation providers were identified by Department staff, the Citizen Advisory Committee, and Parks Advisory Board to compare and contrast with Astoria. Each community was intended to serve as an example and point of comparison for how parks and recreation services are provided in similar jurisdictions. Communities were selected based on characteristics such as population, region, geography, jurisdiction type, and tourism.

Research on facilities and services provided, organizational structure, staffing, budgeting, and funding sources is included. This analysis can be used to inform policymakers of how other agencies go about providing parks and recreation services, and assist in planning for appropriate levels of service, new funding sources and operational methods.

#### Ashland Parks and Recreation Commission

The Ashland Parks and Recreation Commission (APRC) is the caretaker of 785 acres of parkland and 26 miles of trails in Ashland and offers a variety recreational opportunities, as well as facility and park rentals.

- Advertising and sponsorship program for seasonal recreation guides and special events.
- A five percent food and beverage tax was established in Ashland in 1990. APRC receives \$0.01 for every \$0.05 collected, which amounted to \$520,000 in 2014-15.
- Youth and adult sport leagues are provided by the City of Medford, and advertised for in the APRC quarterly guide.
- 18 parks/properties that are designate “dog friendly”, one of which is a two-acre fenced-in area where dogs can run off leash and socialize with other dogs
- The Volunteer in Parks (VIP) program provides various volunteer opportunities to choose from, including working in parks and trails, the North Mountain Park Nature Center, special events, seasonal options and student projects.

#### City of Newport Parks and Recreation Department

Newport is often used as a comparison city for Astoria because of its similarity in size, population, geography, industry, and tourism. The City of Newport provides parks and recreation services to its constituents through its Parks and Recreation Department.

- Newport’s 45,000 sf recreation center is its most visited facility, with two gymnasiums, a large fitness center with cardio equipment and free weights, indoor running track, fitness and dance studios, a large multipurpose room with a kitchen, a classroom/meeting room, and indoor play equipment.
- A 22,000 sf addition to the recreation center facility will replace Newport’s existing aquatics center. The new addition will include an 8-lane 25-yd pool with 1m diving board, spectator seating, therapeutic/activity pool, hot tub, water slide, offices, storage, and locker rooms. Construction began in Fall of 2015, and the estimated cost of the addition is \$8.25 M. Newport residents passed a bond to fund the facility. Property owners will pay \$0.45 per \$1,000 of assessed value, about \$90 annually for the average household.
- The relocation of the aquatic center facility to the recreation center site will add to Newport’s civic complex, which also includes the Newport Senior Center and City Hall, and about 210 parking spaces.
- It is a goal of the City Council to update the City of Newport Parks Master Plan, which has been included in the budget FY 2016-17.
- The Community Development Department is investigating the possibility of developing a network of walking and mountain biking trails at the City’s water reservoir site.
- The Parks and Recreation Department is planning a bicycle pump track adjacent to its dog park, to be about 150’ x 150’. A tree master plan has also been proposed.



## City of St. Helens Parks Department

- The St. Helens Parks Department is a division of the City's Public Works Department. A Parks & Grounds crew is responsible for maintenance of all parkland, as well as street trees and green spaces within public rights-of-way.
- St. Helens also relies on the Columbia County Community Corrections Crew for maintenance tasks, typically one day per week year-round. Tasks include mowing, trimming, weed eating, and litter pickup.
- The 2014 Parks and Trails Master Plan recommended an increase of the Parks & Grounds crew to a minimum 5.0 FTE year-round, with a total of 10.0 FTE as seasonal help in the spring and summer months.
- The City of St. Helens' location on the Columbia River permeates nearly every aspect of the small town, from tourism to economic development to transportation. As the popularity of recreation along the lower Columbia River increases, the City of St. Helens may act as a land refuge for many members of the non-motorized boating community looking for a place to rest, eat, or sleep.
- The 2014 Parks and Trails Plan proposes building 10.17 miles of additional trails to create new experiences and link the existing system.
- St. Helens, with its proximity to Portland, is projected to grow significantly by 2020, and if the park system remains the same acreage, it will fall short of the recommended level of service for nearly every park classification. The 2014 master plan recommended adding 26.3 acres of parkland in the form of a nature park and a community park.

## Hood River Valley Parks and Recreation District

The Hood River Valley Parks and Recreation District (HRVPRD) was formed in 1988 to continue the operations of an Aquatic Center and supporting programs. The pool was originally owned and maintained by the City of Hood River.

- The district's permanent tax rate of \$0.34 per thousand dollars of property value has guaranteed the operating budget for the well-used facility.
- The District's role has expanded from operating the Hood River Aquatic Center to meeting a variety of the community parks and recreational needs. Currently, HRVPRD provides the Aquatic Center, Skate Park, disc golf course, three neighborhood parks, and the 4-mile Indian Creek Trail. Many other local parks are managed by the port, city or county of Hood River.
- HRVPRD is finalizing a continuous loop trail system that joins into county trails. A slow but steady process of sharing the trail vision with the community and obtaining the necessary easements is working well. Adjacent property owners are becoming partners in bringing the trail to life.

## Sunset Empire Parks and Recreation District

The Sunset Empire Parks and Recreation District (SEPRD) was established in 1969 to fund the Sunset Pool facility. Duties have grown to encompass a variety of aquatic and dry-land recreation programs, after-school care, and special events.

- District boundaries are the same as Seaside School District #10, excluding the city limits of Gearhart and Cannon Beach.
- An elected board consists of 5 members who serve four-year terms.
- Vision: "We lead our community toward a healthy, active lifestyle and foster a sense of community thorough inclusive, sustainable, educational and recreational programs."
- Rates are structured based on residence within or outside of the District.

	Astoria Parks and Recreation Department	Ashland Parks and Recreation Department	Newport Parks and Recreation Department	St. Helens Parks Department	Hood River Valley Parks and Recreation District	Sunset Empire Park and Recreation District
<b>Service area</b>	10.1 sq mi	6.6 sq mi	10.6 sq mi	5.5 sq mi	530 sq mi	200 sq mi
<b>Service area population</b>	9,503	20,366	10,117	12,883	21,202	11,627
<b>Operations model</b>	City department	City department	City department	Division of City Public Works Department	Regional park and recreation district	Regional park and recreation district
<b>Park sites managed</b>	36	35	13	12	6	3
<b>Land managed</b>	301 acres	728 acres	50 acres	103 acres	50 acres	6 acres
<b>Miles of trails managed</b>	8.8 miles	41 miles	1 mile	6.5 miles	4 miles	None
<b>Park facilities</b>	Playgrounds; sport fields and courts; skate park; community garden; natural areas; riverfront trail and parks; historic and cultural sites; historic cemetery.	Playgrounds; sport fields and courts; skate park; 9-hole golf course; dog friendly areas; fenced-in dog park; four community gardens; seasonal ice rink.	Playgrounds; sport fields and courts; picnic shelters; charcoal grills; a small amphitheater; skate park; 2 fenced-in dog parks; nature trails; community garden; Japanese garden.	Playgrounds; sport fields and courts; skate park; splash pad; 18-hole disc golf course; dog friendly areas; covered picnic areas with power, water, and charcoal grills; beachfront; nature trails; fitness trail with exercise stations; BMX pump track; community garden; two camping areas.	Playgrounds; sport courts; open space; 9-hole disc golf course; skate and BMX park; nature trails.	Skate park, community gardens, and synthetic turf field complex (all owned by City of Seaside, adjacent to and managed by SEPRD).
<b>Indoor facilities</b>	Aquatics center, recreation center, childcare center, indoor playground, two community halls, four public restroom facilities, parks maintenance facility, cemetery maintenance facility and chapel.	Aquatics center, recreation center, nature center, senior center, five community halls, public restroom facilities.	Aquatics center, recreation center, concession stand, three public restroom facilities.	Four public restroom facilities (two with showers), two concession stands.	Aquatics center, park restroom facility.	Combined aquatics and recreation center, youth and community center.
<b>Recreation programs</b>	Swimming lessons, aquatic and dryland fitness, runs and walks, special events, youth and adult sport leagues, early childcare, K-8 after school programs, summer day camps.	Swimming lessons, aquatic and dryland fitness, special events, senior programs, adapted programs, arts and life skills, music and dance, sustainable living and gardening, nature, culture, and history interpretation.	Swimming lessons, aquatic and dryland fitness, special events, senior programs, youth and adult sport leagues, K-8 after school programs, summer day camps.	None	Swimming lessons, aquatic fitness, parties and special events, kayak roll sessions, kayak water polo.	Swimming lessons, aquatic and dryland fitness, special events, senior programs, K-8 after school programs, arts and life skills.
<b>Number of employees</b>	7 full time, 75-100 part time support, 3-6 seasonal maintenance support	38 full time, 6-8 seasonal support	8 full time, 10-12 part time support	3 full time, 1 part time support, 5-6 seasonal support	4 full time, 20-30 part time support	7 full time, 14 part time support
<b>Operating budget</b>	\$1.82 M	\$6.3 M	\$2.3 M	\$233,250 for parkland maintenance	\$3.7 M	\$2.56 M
<b>Subsidy received</b>	48% from City general funds	83% from City general funds	49% from City general funds	100% from City general funds	\$0.34 per 1,000 assessed property value within District boundaries	\$0.92 per 1,000 assessed property value within District boundaries
<b>Other funding sources</b>	City capital improvement funds; transient room tax funds (amount varies); Astoria Parks, Recreation, and Community Foundation fundraising.	Food and beverage tax (20% of total collected is transferred to Parks and Recreation); System Development Charges, City capital improvement funds.	Transient room tax, System Development Charges, City capital improvement funds.	System Development Charges, City Public Works budgets for Grounds and Water + Sewer, City capital improvement funds.	System Development Charges	City of Seaside, timber tax.
<b>Notes</b>	The Maintenance Division also manages an additional 13 non-park properties (about 9 acres).	The Department is overseen by a 5-member elected City commission	Maintenance /custodial services are managed by the Public Works Department. \$563,000 for those services is included in the operating budget and subsidy above.	St. Helens is considering a utility fee or maintenance district for parks.	HRVPRD is developing a continuous loop trail system and fenced-in dog park in Hood River.	SEPRD identified nearly \$170,000 in deferred maintenance at its aquatics and recreation facility in FY 2015-16 budgets.



# 6. Recommendations

- 6.1 Introduction
- 6.2 Maintenance
- 6.3 Planning
- 6.4 Communications and Marketing
- 6.5 Partnerships
- 6.6 Operations
- 6.7 Capital Projects

## 6.1 Introduction

The recommendations of the Parks and Recreation Comprehensive Master Plan are a result of the preceding community profile, inventory of facilities and services, evaluation of existing conditions, level of service analysis, and needs assessment. They establish goals and actions to guide investments and decision-making for the next ten years. The following chapter outlines a strategy for implementing these recommendations, including cost estimates and target completion dates.

Draft recommendations were developed in coordination with Parks and Recreation Department staff, the Citizen Advisory Committee, and Parks Advisory Board. The draft recommendations were then presented to the public to measure support and evaluate prioritization. That input was presented to Staff, the Citizen Advisory Committee, and Parks Advisory Board, and used to refine the recommendations prior to work sessions with the City of Astoria Planning Commission and City Council on the draft Parks and Recreation Comprehensive Master Plan.

Recommendations are divided into six categories: Maintenance, Planning, Communications and Marketing, Partnerships, Operations, and Capital Projects.



## 6.2 Maintenance

### Develop a Parks and Facilities Maintenance Plan

Nationwide, maintaining parks facilities is a challenge, and agencies are experiencing a growing backlog of deferred maintenance. In Oregon, the Statewide Comprehensive Outdoor Recreation Plan (SCORP) identifies providing adequate funds for routine and preventative maintenance and repair of facilities, and funding major rehabilitation of existing outdoor recreation facilities at the end of their useful life, as “top statewide issues to address.”

Astorians have expressed that they are disappointed with the conditions and upkeep of the Parks and Recreation Department’s parks and facilities. Many comments collected during surveys and public meetings identified maintenance of existing parks and facilities as a top priority, and that acceptable maintenance levels should be achieved before planning for any new development.

Actions:

- Establish standards for level of care at each park, trail, and indoor facility
- Identify and prioritize the backlog of deferred maintenance tasks
- Survey, inventory, and develop maintenance guidelines for all built and natural historic features
- Utilize computer software to record and track parkland and facility conditions, maintenance needs, scheduling, amenities, and part numbers
- Prioritize sustainability and energy efficiency. Develop a strategy for improvement in those areas
- Survey, inventory, and develop maintenance guidelines for all tree and plant species
- Incorporate estimates for the maintenance costs of proposed development, such as the trails included in the 2013 Trails Master Plan, and the development of Heritage Square.
- Update the Parks & Recreation Facilities Maintenance Plan at regular intervals.



### Increase Community Stewardship

The SCORP recommends parks and recreation providers identify reliable sources of financial and in-kind support. Community organizations and volunteers can provide valuable assistance in funding and completing maintenance tasks and development projects.

Astoria Parks and Recreation currently utilizes its Citizens Helping Improve Parks (CHIP-in) program and a handful of “friends” groups to mitigate low staff capacity for maintenance needs, but could improve those programs to receive more stable and robust support from the community.

Actions:

- Develop and maintain a public online database of projects which need volunteer assistance or could be completed by volunteers
- Continue to grow the CHIP-In program, focusing on methods to improve volunteer recruitment and increase retention
- Establish a formal “Friends of the Parks” program and develop a contract with guidelines and expectations.
- Establish a formal “Adopt-A-Park” program and develop a contract with guidelines and expectations.
- Ensure internal staff capacity is available to oversee projects and carry out continued maintenance required for any improvements or new development.

## 6.3 Planning

### Capital Improvement Plan

A capital improvement plan would outline and organize the Department’s capital projects, and improve effectiveness in funding and implementation. It would also allow the Department to phase project timelines strategically and account for things like the ongoing maintenance costs of improvements and new development.

Actions:

- Develop a plan and implementation strategy
- Include long-term maintenance requirements for each project
- Prioritize projects based on community support and availability of funding

### Ocean View Cemetery Master Plan

Operating a 100-acre historic cemetery located in Warrenton has proven challenging over the past five years. Prior to 2011, there were one or more full time maintenance staff located at Ocean View Cemetery and dedicated to operations, burials, and maintenance. Since staffing cuts have been made, operations and maintenance at the cemetery have suffered. The community has raised concerns about conditions at the cemetery. Perpetual care of burial sites is guaranteed as part of the cemetery deed purchase. Some community members believe maintaining the cemetery should be a high priority, while others agree but believe operations of the facility should not be a core service of the Parks and Recreation Department.

Implementation of a new online GIS portal will allow visitors to easily locate information and burial sites, saving the department time on record keeping and answering questions. Additional planning will help to develop strategies for improving cemetery operations and maintenance to a level that meets public expectations.

Actions:

- Address funding sources, operations and maintenance, and future site development
- Complete this project prior to any new development at the cemetery



## Combined Recreation Center Feasibility Study

There are three primary indoor recreation facilities managed by the Parks and Recreation Department. Staff and community members have expressed frustration with having separate facilities on opposite sides of the city, the lack of fitness studios at the Aquatics Center, and the lack of showers and locker rooms to support the fitness studios at the Recreation Center. A commonly suggested solution was to consolidate the facilities at a single, central location. This solution has the potential to improve the Department's efficiency by requiring fewer staff and improving interdepartmental communication. It would also increase customer satisfaction, especially for families, by having all recreation needs under one roof.

### Actions:

- Evaluate consolidation of APRD-managed indoor recreation facilities into a single site
- Evaluate the Astoria Aquatic Center's capacity to be expanded to include the amenities currently provided at the Astoria Recreation Center and Port of Play
- Evaluate the advantages and disadvantages of selling the Astoria Recreation Center, and consider the requirement to retain public access to Youngs Bay
- Assess the advantages and disadvantages of consolidating facilities, including staffing, facility maintenance, parking, and customer satisfaction
- Evaluate a range of development scenarios, with consideration given to other providers of indoor recreation facilities in Astoria

- Evaluate options for retaining or relocating parks maintenance facilities in scenarios that would include the sale of the Astoria Recreation Center facility

## Site-specific Park Improvement Plans

Many park sites managed by the Department are in need of more than basic maintenance. Several facilities are under-utilized, past their useful lives, inaccessible to those with limited mobility, or in neighborhoods with changing needs. Site-specific planning will allow the Department to develop design strategies and cost estimates for improving landscape features and park amenities.

### Sites:

- 9th & Astor Park
- Alderbrook Natural Area
- Alderbrook Park
- Astor Park (coordinate with Friends of the Astoria Column)
- McClure Park (coordinate with Friends of McClure Park)
- Shively Park
- Tidal Rock Park

## Parks & Recreation Department Involvement in Related City of Astoria Planning Initiatives

In order to ensure that the Parks and Recreation Department's planning initiatives mesh well with other City initiatives, and that City initiatives are in stride with the Parks and Recreation Department's planning initiatives and staff capacity, communication and collaboration between departments is critical.

### Actions:

- Provide guidance for any open space development proposed at Heritage Square
- Provide guidance for implementation of proposed open space in the Riverfront Vision Plan
- Provide guidance for any other planning proposals that would require APRD resources to construct, operate, or maintain

## Review and Update the Parks and Recreation Comprehensive Master Plan

The Plan should be reviewed and updated at regular intervals to ensure that its contents and strategies are current with the needs of the Department and community.

Actions:

- Review the Plan every 3-5 years
- Update the Plan in 5-10 years

## Review and Update the City of Astoria Comprehensive Plan: Parks, Recreation, and Open Space Element

The City of Astoria Comprehensive Plan: Parks, Recreation and Open Space Element, Goals and Policies, should be updated to reflect the contents of this document. The Comprehensive Plan map, c. 1978, should also be updated to reflect the current inventory, location, and boundaries of parkland. Establishing official boundaries for each park facility is important for future planning, development, and enforcement of Department policies.

Actions:

- Update policies and goals
- Update map



## 6.4 Communications and Marketing

### Develop an Annual Communications and Marketing Plan

This plan would assess the Department's various methods of information delivery annually, to reach and maintain benchmarks for communications and marketing established by the Department and community.

Actions:

- Measure the impact that communications and marketing strategies have on attendance, program registration, customer satisfaction, and revenue. Use this information to develop a plan annually.

### Visitor and Non-Resident Use Study

Visitor use studies can be used to measure the usage of public facilities and assess resulting impacts, from increased maintenance demands and strain on infrastructure, to job creation and retail sales. Astoria has many popular tourist attractions, visited annually by hundreds of thousands of people from around the world. Visits to Astoria often include strolls along the River Walk, climbs to the top of the Astoria Column, and pit-stops at the Downtown Restrooms during Sunday Market. In addition, Astoria's recreation facilities, programs, and special events are some of the only provided in a substantial vicinity, drawing regular participation from residents of northern Clatsop County and southern Pacific County in Washington.

The information collected from the study could then be used to evaluate revenue streams that would support the Department's magnitude of services to non-Astoria citizens.

Actions:

- Track, measure, and record the use of parks, trails, facilities and programs by user type (residents, non-residents, visitors).
- Assess the impact of tourism on Parks & Recreation facilities.
- Assess the value Parks & Recreation facilities and events bring to the area's economy through sales and job creation.



## Increase Community Awareness of Parks and Recreation Facilities and Services

Survey and public meeting results showed a strong desire for better delivery of information from the Parks and Recreation Department about its facilities and services. These results tended to occur more frequently in late 2015. A part-time Communications Coordinator was hired around the same time, and by early 2016 there were fewer negative and more positive responses regarding information delivery, particularly the Department website and social media profiles. Progress is being made, but it will need to be sustained, and there are still many areas with room for improvement. Staff continue to express a need for more effective communication with the public, and it remains a priority.

### Actions:

- Continue to develop and improve the Astoria Parks & Recreation website, social media pages, and periodicals.
- Provide materials in print at key locations such as schools, the Astoria Senior Center, Astoria Library, Chamber of Commerce, and other public facilities, community organizations, and healthcare providers.
- Provide communications and marketing materials in Spanish and coordinate with local community groups such as the Lower Columbia Hispanic Council and Lower Columbia Tourism Committee.
- Increase awareness of scholarship opportunities, discounts, giveaways and free events.
- Increase awareness of the Parks and Recreation Department's operations, amenities, and services.



## 6.5 Partnerships

### Evaluate Partnership Agreements for Shared Facility Use and Maintenance

The Parks and Recreation Department manages a handful of properties that are used regularly by other organizations. The Department also uses facilities owned by other agencies, for its own programs. In many cases, agreements are made fully or partially on an exchange of services, such as shared maintenance.

### Actions:

- Evaluate existing agreements to ensure a fair balance
- Establish new or more formal agreements where appropriate

### Review and Honor Agreements with Granting Agencies

Grants for parks and recreation facilities or services typically come with stipulations regarding how funds are to be directed, and how land is to be used.

### Actions:

- Ensure all existing agreements continue to be honored, especially where funds have been granted with contracts that require particular uses and/or amenities

### Coordinate with Other Local Parks and Recreation Providers

Northern Clatsop County and Southern Pacific County are ripe with recreational land managers, environmental associations, public health providers, educators, historic preservation groups, and community organizations. This provides a wealth of opportunities for coordination. Communication and partnerships with outside organizations can also be an effective strategy for finding better ways to meet the community's parks and recreation needs.

## 6.6 Operations

### Balance Staff Capacity with Quality and Level of Service Benchmarks

Community input gathered during the planning process demonstrated that parks and recreation facilities and services were a critical component to respondents' quality of life. Results also demonstrated that the community has higher expectations for quality of services and maintenance of facilities than current levels. In addition, the Department provides a larger scope of services with fewer full time staff than national averages and peer communities (see sections 5.2 and 5.3 for more information).

#### Actions:

- Achieve target staffing levels to meet current needs
- Provide competitive wages and benefits to improve hiring and retention
- Employ a sufficient level of part and full time staff to meet quality and level of service needs
- Contract for services that cannot reasonably be provided by Department staff
- Provide a safe and healthy work environment

### Increase Revenues to Meet Quality and Level of Service Benchmarks

Community input gathered during the planning process shows that the community has higher expectations for quality of services and maintenance than current levels.

The Oregon SCORP lists, "provide adequate funds for routine and preventative maintenance and repair of facilities", "fund major rehabilitation of existing outdoor recreation facilities at the end of their useful life" as "Top Statewide Issues to Address." Although the Department's cost recovery is nearly double the national median, its operating budget per acre of parkland is significantly lower than national averages and peer communities (see sections 3.1, 5.2 and 5.3 for more information).

In order to reach and sustain quality and level of service benchmarks, appropriate and reliable revenue sources will need to be in place.

#### Actions:

- Adjust program and user fees at regular intervals to keep up with changes in operations and maintenance costs
- Evaluate and implement new revenue sources to support operations and maintenance costs, such as utility fees, business license fees, a parks and recreation taxing district, a cemetery taxing district, increased non-resident user fees, and/or greenway fees for businesses along the River Walk
- Evaluate and implement new revenue sources to support capital projects, such as system development charges (SDCs), grants, Parks & Recreation Endowment Fund; and/or a food and beverage tax.
- Request Promote Astoria Funds for building, improving, and maintaining facilities that benefit citywide beautification and tourism.
- Leverage public/private partnerships to reduce requirements or share costs
- Leverage communications and marketing strategies to increase revenue

### Prioritize Core Services

While highly valued by the community, the Department's scope of facilities and services is vast, and some components are scarcely used. In order to operate as effectively as possible, and sustain high levels of service, the Department should identify and evaluate options for underutilized facilities and services. Regarding facilities, the community has expressed that reconfiguration or alternative use is strongly preferred to sale.

#### Actions:

- Use the Parks and Recreation Department's mission statement, goals, Comprehensive Master Plan, and community input to determine what "core" facilities and services should encompass
- Evaluate reconfiguration or sale of underutilized facilities in areas that are currently over-served, to allow more resources to be allocated to core services. The evaluation should include which facilities would be eligible, total funds to be gained

or saved by the Department, personnel hours saved, intended use of the facility after reconfiguration or sale, and public comment.

- Evaluate the reduction or elimination of underutilized programs, or programs that are determined to be outside of the core
- Investigate alternative options for the maintenance of “non-park” land currently managed by APRD

### Establish Hours of Operation that Meet Community Needs

Due to staff and funding restrictions, the hours of operation at the Astoria Aquatic Center were reduced in 2015. A common theme of community input results was that the Center should be open later in the evening on weekdays and earlier in the morning on weekends.

Actions:

- Extend the hours of operation at the Astoria Aquatics Center to better meet community needs while ensuring appropriate staff and funding capacity.

## 6.7 Capital Projects

### Install Additional Lighting Along the River Walk

The River Walk is one of Astoria’s most-visited park facilities, used for transportation, exercise, and leisure at all hours of day and night. Irregular surfaces, changes in path direction, loitering, and



illegal camping contribute to poor conditions for safety at night in stretches of the linear park and trail system. Lighting would help improve this.

Actions:

- Determine appropriate fixtures and locations with the goal of improving safety from 17th Street to 39th Street.

### Add, Remove, Replace, or Repair Playground Equipment

Playground equipment was identified as a priority for investment by Oregon’s Statewide Outdoor Comprehensive Recreation Plan 2013-17 (SCORP), and also by community input gathered during this planning process. The Department manages a handful of large playground facilities that are highly utilized. Others are smaller and highly underutilized, due to size, amenities, location or outdated equipment. Additionally, there are few facilities that sufficiently accommodate visitors with limited mobility. Evaluating the Department’s network of playground facilities would inform decisions for where equipment should be added, removed, replaced, or repaired.

Actions:

- Provide play equipment near residential neighborhoods
- Ensure equitable access to parks with safe play equipment
- Ensure play equipment meets ADA requirements for access and use

### Designate an Off-Leash Dog Area(s)

Dog ownership is common in Astoria, and many of its residential neighborhoods are dense, with small or no lawn areas. This has been a factor contributing to strong support for large public spaces to run dogs off-leash, such as a marked open areas or fenced areas, possibly with additional amenities. Visitors to Astoria often travel with canine companions as well, and search for places to let them run. The Astoria Dog Park Friends formed to advocate for an off-leash dog facility. There is some opposition in the community to this proposal, which makes finding an appropriate location challenging.



**Actions:**

- Provide a designated off-leash dog area or areas within existing parkland, with signage and waste bags
- Design and construct a fenced-in dog area with amenities within existing parkland

### Install A Permanent Restroom Facility at Fred Lindstrom Park

Fred Lindstrom Park’s amenities and location make it a popular destination for families throughout the year. With sport courts, a large playground, benches and picnic tables, there is plenty to keep visitors occupied. The community has expressed that a temporary portable restroom facility placed at the park during the summer months is not sufficient, and that a permanent facility would be preferred.

**Actions:**

- Determine specific location and type of facility

### Install Additional Restroom Facilities Along the River Walk

A growing need for public restroom facilities along the River Walk has been identified by many community members and organizations. Suggested locations were near 9th & Astor Park and People’s Park.

**Actions:**

- Determine specific locations and type of facility

### Implement the 2013 Trails Master Plan

The *Oregon SCORP* identifies “add more recreational trails and better trail connectivity between parks and communities” as one of its “Top Statewide Issues to Address.” The *Oregon Statewide Recreation Trails Master Plan* lists connecting trails into larger trail systems, more signs/ trail wayfinding, and repair of major trail damage as “Statewide Non-Motorized Trail Funding Priorities.”

Astorians are also very interested in a larger, more connected, better maintained, and easier-to-navigate trail system. The *City of Astoria Trails Master Plan, 2013* was developed by the Community Development Department and outlines a 20-year vision for trails and trail connections in Astoria.

**Actions:**

- See the 2013 Trails Master Plan Map, Goals, and Objectives

### Improve Signage System-Wide

Clear, attractive, and consistent signage to better identify Parks and Recreation facilities, direct visitors to other attractions, communicate hours and regulations, and interpret natural, cultural, and historic features, would improve the experiences of locals and visitors alike.

**Actions:**

- Install wayfinding signage (refer to 2015 Wayfinding Concept Plan)
- Install park identification signage
- Install additional interpretive signage
- Ensure sign character and location is consistent system-wide





# 7. Implementation and Funding

## 7.1 Introduction

Table: Implementation and Funding Strategy

## 7.1 Introduction

The preceding chapters of the *Astoria Parks and Recreation Comprehensive Plan, 2016* assess the current inventory and conditions of parkland and facilities, measure the level of service provided by the Department, identify community needs, and provides a set of recommendations on these analyses, including action items for the Department to carry out over the next 10 years. An implementation and funding strategy was developed to guide fulfillment of the recommended actions, which encompass maintenance and operations, capital projects, communications and marketing, partnerships, and further planning initiatives.

The scope of the Plan's recommendations includes all parks, trails, facilities and programs managed by the Astoria Parks and Recreation Department, as well as maintenance and operations.

The development and regular updates, of the Implementation and Funding Strategy will allow the Department and City to make decisions based on a clear, community-shared vision for the Department, ensuring facilities and services meet the needs and interests of the community throughout time and changes in leadership. This plan will also assist in targeting resources for continuing to provide, and improve, Astoria's extensive and highly valued parks and recreation system.

The Strategy is intended to be a living, working document: a viable tool that is used, reviewed, and updated on a regular basis.

The *Oregon Statewide Comprehensive Outdoor Recreation Plan: 2013-2017* "Guide to Community Park and Recreation Planning" recommends the following items be considered when developing a strategy for plan implementation, in order to make planning documents as effective and useful as possible:

- What actions are the highest priorities to implement within the next 1-2 years?
- What small actions could make substantial progress toward larger goals?
- Which actions would allow results to be seen by the public within the first year of plan implementation?
- Which actions would benefit many segments of the community vs. niche user groups/special interests?
- Which actions could be carried out with existing funding? Which would require new funding sources?
- In order to establish accountability, the implementation strategy should have the following: specific actions that can clearly be identified as 'accomplished' or 'not accomplished', specific people or entities responsible for carrying out each action, and reasonable but specific deadlines.
- The implementation strategy can be reviewed and updated on a regular basis (many communities do this annually, concurrent with the budget cycle).

The following pages summarize the Implementation and Funding Strategy of this Parks and Recreation Comprehensive Master Plan. Each page corresponds with the Recommendations categories outlined in Section 6 of this document.

## Maintenance

Recommendation	Page	Timeframe	Actions	Target Completion	Cost	Funding Sources	Project Lead / Support / Partners
<b>Develop a Parks and Facilities Maintenance Plan</b>	50	1-2 years	Establish standards for level of care at each park, trail, and indoor facility	2018; update every 3-5 years	\$50,000 - \$75,000	Parks & Recreation Fund; Capital Improvement Fund; OPRD grants	<u>Project Lead:</u> Parks & Recreation Director*; Maintenance Supervisor* <u>Partners:</u> Master gardeners, Columbia River Estuary Study Taskforce, North Coast Watershed Association, Clatsop Community College Historic Preservation, Lower Columbia Preservation Society, Clatsop County Historical Society, Tongue Point Job Corps, National Park Service.
			Identify and prioritize the backlog of deferred maintenance tasks				
			Survey, inventory, and develop maintenance guidelines for all built and natural historic features				
			Utilize computer software to record and track parkland and facility conditions, maintenance needs, scheduling, amenities, and part numbers				
			Prioritize sustainability and energy efficiency. Develop a strategy for improvement in those areas				
			Survey, inventory, and develop maintenance guidelines for all tree and plant species				
			Incorporate estimates for the maintenance costs of proposed development, such as the trails included in the 2013 Trails Master Plan, and the development of Heritage Square.				
			Update the Parks & Recreation Facilities Maintenance Plan at regular intervals.				
<b>Increase community stewardship</b>	51	Ongoing	Develop and maintain a public online database of projects which need volunteer assistance or could be completed by volunteers	2017	Varies based on staff time	Parks & Recreation Fund; Promote Astoria Fund; OPRD grants	<u>Project Lead:</u> Volunteer Coordinator* <u>Support:</u> Parks & Recreation Director; Maintenance Supervisor.
			Continue to grow the CHIP-In program, focusing on methods to improve volunteer recruitment and increase retention	Review progress annually			
			Establish a formal "Friends of the Parks" program and develop a contract with guidelines and expectations.	2017			
			Establish a formal "Adopt-A-Park" program and develop a contract with guidelines and expectations.	2017			
			Ensure internal staff capacity is available to oversee projects and carry out continued maintenance required for any improvements or new development.	Review project by project			

"\*": Additional staff capacity is needed to implement this recommendation



Planning

Recommendation	Page	Timeframe	Actions	Target Completion	Cost	Funding Sources	Project Lead / Support / Partners
<b>Capital Improvement Plan</b>	51	Ongoing	Develop a plan and implementation strategy	Develop by 2017, then update annually	Varies based on staff time	Parks & Recreation Fund; Capital Improvement Fund	<u>Project Lead:</u> Parks & Recreation Director*; Maintenance Supervisor*; Recreation Coordinators*
			Include long-term maintenance requirements for each project				
			Prioritize projects based on community support and availability of funding				
<b>Ocean View Cemetery Master Plan</b>	51	1-2 years	Address funding sources, operations and maintenance, and future site development	2017	\$50,000 - \$75,000	Capital Improvement Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director*; Maintenance Supervisor * <u>Support:</u> Parks Advisory Board; City Council; Community Development Department
			Complete this project prior to any new development				
<b>Combined Recreation Center Feasibility Study</b>	52	6-9 years	Evaluate consolidation of APRD-managed indoor recreation facilities into a single site	2020	\$30,000 - \$50,000	Capital Improvement Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director. <u>Support:</u> Parks Advisory Board; City Council; Community Development Department <u>Partners:</u>
			Evaluate the Astoria Aquatic Center's capacity to be expanded to include the amenities currently provided at the Astoria Recreation Center and Port of Play				
			Evaluate the advantages and disadvantages of selling the Astoria Recreation Center, and consider the requirement to retain public access to Youngs Bay				
			Assess the advantages and disadvantages of consolidating facilities, including staffing, facility maintenance, parking, and customer satisfaction				
			Evaluate a range of development scenarios, with consideration given to other providers of indoor recreation facilities in Astoria				
			Evaluate options for retaining or relocating parks maintenance facilities in scenarios that would include the sale of the Astoria Recreation Center facility				
<b>Site-specific park improvement plans</b>	52	3-5 years	9th & Astor Park	2019	\$20,000 - \$50,000 per plan	Capital Improvement Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director*; Maintenance Supervisor*. <u>Support:</u> Parks Advisory Board; City Council; Community Development Department
			Alderbrook Natural Area				
			Alderbrook Park				
			Astor Park (coordinate with Friends of the Astoria Column)				
			McClure Park (coordinate with Friends of McClure Park)				
			Shively Park				
			Tidal Rock Park				
<b>Parks and Recreation Department involvement in related City of Astoria planning initiatives</b>	52	Ongoing	Provide guidance for any open space development proposed at Heritage Square	Review on a project by project basis	Varies based on staff time	City of Astoria General Fund	<u>Project Lead:</u> Parks & Recreation Director; Maintenance Supervisor. <u>Support:</u> Parks Advisory Board; City Council; All City Departments
			Provide guidance for implementation of proposed open space in the Riverfront Vision Plan				
			Provide guidance for any other planning proposals that would require APRD resources to construct, operate, or maintain				
<b>Review and update the Comprehensive Parks and Recreation Master Plan</b>	53	Ongoing	Review the Plan every 3-5 years	2020	Varies based on staff time	Capital Improvement Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director.* <u>Support:</u> Parks Advisory Board; City Council; Community Development Department
			Update the Plan every 5-10 years	2024	\$25,000 - \$50,000		
<b>Update the City of Astoria Comprehensive Plan: Parks, Recreation and Open Space Element</b>	53	1-2 years	Update policies and goals	2018	Varies based on staff time	City of Astoria General Fund	<u>Project Lead:</u> Community Development Director <u>Support:</u> Parks Advisory Board; City Council; Community Development Department
			Update map				

"\*": Additional staff capacity is needed to implement this recommendation

## Communications and Marketing

Recommendation	Page	Timeframe	Actions	Target Completion	Cost	Funding Sources	Project Lead / Support / Partners
<b>Develop an Annual Communications and Marketing Plan</b>	53	Ongoing	Measure the impact that communications and marketing strategies have on attendance, program registration, customer satisfaction, and revenue. Use this information to develop a plan annually.	Develop plan by 2017, then update annually	\$5,000 - \$10,000	Parks & Recreation Fund	<u>Project Lead:</u> Communications Coordinator* <u>Support:</u> Parks & Recreation Director
<b>Visitor and non-resident use study</b>	53	3-5 years	Track, measure, and record the use of parks, trails, facilities and programs by user type (residents, non-residents, visitors). Assess the impact of tourism on Parks & Recreation facilities. Assess the value Parks & Recreation facilities and events bring to the area's economy through sales and job creation.	2020	\$30,000 - \$50,000	Capital Improvement Fund; Grants	<u>Project Lead:</u> Communications Coordinator* <u>Support:</u> Parks & Recreation Director <u>Partners:</u>
<b>Increase community awareness of parks and recreation facilities and services</b>	54	Ongoing	Continue to develop and improve the Astoria Parks & Recreation website, social media pages, and periodicals. Provide materials in print at key locations such as schools, the Astoria Senior Center, Astoria Library, Chamber of Commerce, and other public facilities, community organizations, and healthcare providers. Provide communications and marketing materials in Spanish and coordinate with local community groups such as the Lower Columbia Hispanic Council and Lower Columbia Tourism Committee. Increase awareness of scholarship opportunities, discounts, giveaways and free events. Increase awareness of the Parks and Recreation Department's operations, amenities, and services.	Evaluate annually, concurrent with Communications and Marketing Plan	Varies based on staff time.	Parks & Recreation Fund	<u>Project Lead:</u> Communications Coordinator* <u>Support:</u> Parks & Recreation Director. <u>Partners:</u> Astoria Parks, Recreation, and Community Foundation

\*\*\*: Additional staff capacity is needed to implement this recommendation.

## Partnerships

Recommendation	Page	Timeframe	Actions	Target Completion	Cost	Funding Sources	Project Lead / Support / Partners
Evaluate agreements with existing partners for shared maintenance and/or use of facilities	54	Ongoing	Evaluate existing agreements to ensure a fair balance	First review by 2017; then evaluate annually	Varies based on staff time.	Parks & Recreation Fund	<u>Project Lead:</u> Parks & Recreation Director*; Maintenance Supervisor* <u>Support:</u> Recreation Coordinator(s); Parks Advisory Board
			Establish new or more formal agreements where appropriate				
Review and honor agreements with granting agencies	54	Ongoing	Ensure all existing agreements continue to be honored, especially where funds have been granted with contracts that require particular uses and/or amenities	Evaluate annually	N/A	N/A	<u>Project Lead:</u> Parks & Recreation Director*
Coordinate with other local recreation providers	54	Ongoing	Build and pursue new partnerships with other local parks and recreation providers	Evaluate annually	Varies based on staff time.	Parks & Recreation Fund	Recreation Coordinator(s)*; Parks & Recreation Director*
			Collaborate to meet shared goals, and reduce gaps or overlaps in services				

"\*": Additional staff capacity is needed to implement this recommendation.

Operations

Recommendation	Page	Timeframe	Actions	Target Completion	Cost	Funding Sources	Project Lead / Support / Partners
Balance staff capacity with quality and level of service benchmarks	55	1-2 years	Achieve target staffing levels to meet current needs	2017	TBD	Parks & Recreation Fund; Capital Improvement Fund	<u>Project Lead:</u> Parks & Recreation Director. <u>Support:</u> Maintenance Supervisor; Recreation Coordinators; Parks Advisory Board; City Council; City Manager
		Ongoing	Provide competitive wages and benefits to improve hiring and retention	Review annually concurrent with budget cycle			
			Employ a sufficient level of part and full time staff to meet quality and level of service needs				
			Contract for services that cannot reasonably be provided by Department staff				
Provide a safe and healthy work environment							
Increase revenues to meet quality and level of service benchmarks	55	Ongoing	Adjust program and user fees at regular intervals to keep up with changes in operations and maintenance costs	Annual	Staff time	Parks & Recreation Fund; TBD	<u>Project Lead:</u> Parks & Recreation Director. <u>Support:</u> Parks Advisory Board; City Council; City Manager; Community Development Department
			Evaluate and implement new revenue sources to support operations and maintenance costs, such as utility fees, business license fees, a parks and recreation taxing district, a cemetery taxing district, increased non-resident user fees, and/or greenway fees for businesses along the River Walk	2017			
			Evaluate and implement new revenue sources to support capital projects, such as system development charges (SDCs), grants, Parks & Recreation Endowment Fund; and/or a food and beverage tax.	2017			
			Request Promote Astoria Funds for building, improving, and maintaining facilities that benefit citywide beautification and tourism.	Annual			
			Leverage public/private partnerships to reduce requirements or share costs	Evaluate annually			
			Leverage communications and marketing strategies to increase revenue	Evaluate annually			
Prioritize "core" services by reconfiguring or eliminating underutilized facilities and/or programs	55	Ongoing	Use the Parks and Recreation Department's mission statement, goals, Comprehensive Master Plan, and community input to determine what "core" services should encompass	Define core facilities and services by 2017, then re-evaluate annually	Staff time	Parks & Recreation Fund	<u>Project Lead:</u> Parks & Recreation Director.* <u>Support:</u> Recreation Coordinators; Maintenance Supervisor; Parks Advisory Board; City Council
			Evaluate reconfiguration or sale of underutilized facilities in areas that are currently over-served, to allow more resources to be allocated to core services. The evaluation should include which facilities would be eligible, total funds to be gained or saved by the Department, personnel hours saved, intended use of the facility after reconfiguration or sale, and public comment.				
			Evaluate the reduction or elimination of underutilized programs, or programs that are determined to be outside of the core				
			Investigate alternative options for the maintenance of "non-park" land currently managed by APRD				
Establish hours of operations to meet community needs	56	1-2 years	Extend the hours of operation at the Astoria Aquatics Center to better meet community needs while ensuring appropriate staff and funding capacity.	2017	\$80 - \$100 per hour	Parks & Recreation Fund	<u>Project Lead:</u> Parks & Recreation Director; Recreation Coordinator

"\*": Additional staff capacity is needed to implement this recommendation.

## Capital Projects

Recommendation	Page	Timeframe	Actions	Target Completion	Cost	Funding Sources	Project Lead / Support / Partners
Install additional lighting along the River Walk	56	3-5 years	Determine appropriate fixtures and locations with the goal of improving safety from 17th Street to 39th Street.	2021	\$1 M - \$1.5 M	Capital Improvement Fund; Promote Astoria Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director; Maintenance Supervisor* <u>Support:</u> Public Works; Engineering Department
Add, remove, replace, or repair playground equipment	56	1-2 years	Provide play equipment near residential neighborhoods	2018	\$250,000 - \$750,000	Capital Improvement Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director; Maintenance Supervisor* <u>Support:</u> Parks Advisory Board
			Ensure equitable access to parks with safe play equipment				
			Ensure play equipment meets ADA requirements for access and use				
Designate off-leash dog area(s)	56	1-2 years	Provide a designated off-leash dog area or areas within existing parkland, with signage and waste bags	2018	\$1,000 - \$5,000	Capital Improvement Fund; Promote Astoria Fund; City General Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director*; Maintenance Supervisor* <u>Support:</u> Parks Advisory Board; Astoria Dog Park Friends; Astoria Parks, Recreation, and Community Foundation
		6-9 years	Design and construct a fenced-in dog area with amenities within existing parkland	2025	Varies based on size and amenities		
Install a permanent restroom facility at Fred Lindstrom Park	57	3-5 years	Determine specific location and type of facility	2019	\$150,000 - \$200,000	Capital Improvement Fund; Promote Astoria Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director; Maintenance Supervisor. <u>Support:</u> Parks Advisory Board; Public Works; MOMS Club; Astoria Parks, Recreation, and Community Foundation
Install permanent restroom facilities along the River Walk at People's Park and 9th & Astor Park	57	3-5 years	Determine specific location and type of facility	2019	\$150,000 - \$200,000 each	Capital Improvement Fund; Promote Astoria Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director; Maintenance Supervisor. <u>Support:</u> Parks Advisory Board; Public Works
Implement the 2013 Trails Master Plan	57	10-15 years	See the 2013 Trails Master Plan Map, Goals, and Objectives	Review progress annually	Varies	Capital Improvement Fund; Promote Astoria Fund; Grants	<u>Project Lead:</u> TBD. <u>Support:</u> Parks & Recreation Director; Maintenance Supervisor; Parks Advisory Board; Public Works; Community Development Department
Improve signage system-wide	57	3-5 years	Install wayfinding signage (refer to 2015 Wayfinding Concept Plan)	2018	TBD	Capital Improvement Fund; Promote Astoria Fund; Grants	<u>Project Lead:</u> Parks & Recreation Director; Maintenance Supervisor. <u>Support:</u> Parks Advisory Board; Public Works, Community Development Department <u>Partners:</u> Astoria Downtown Historic District Association
			Install park identification signage				
			Install additional interpretive signage				
			Ensure sign character and location is consistent system-wide				

"\*": Additional staff capacity is needed to implement this recommendation

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## Sherry Williams

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**From:** George Hague <gbhague@gmail.com>  
**Sent:** Thursday, June 16, 2016 3:33 PM  
**To:** Sherry Williams  
**Subject:** Planning Commission letter on Master Park Plan

Dear Astoria Planning Commission member,

Re: Community input on Park Master Plan concerning not selling our parks.

As the results of the survey questions found below show there was never any consensus that the community wanted to sell what some person would decide was an under-utilized park. In fact it was just the opposite and if a park did become underutilized it was recommended that it be transitioned “into natural areas” — not sold. Even the comments following that were part of the survey for these questions (M2.1 and M2.2) do not give the impression that the public wants our existing parklands sold. Please go to the original data which can be found at the Parks and Recreation website ([http://astoriaparks.com/Master\\_Plan.aspx](http://astoriaparks.com/Master_Plan.aspx)) under Master Plan. There you can click on “April 2016 Focus Group Summary” where 13 Groups and more than 40 subgroups responded representing many interests. Only once was it mentioned that parks “could be repurposed or sold” and that came from the City Staff “Focus Group”. This is because some city staff believes “there is an over supply of parks and recreation land relative to population and the needs assessment.”

At the same Park website you can read the approved April 21st minutes of the APR Master Plan Citizens Advisory Committee has the following:

- *“While the public highly favors increased staffing and revenue, they also want the City to keep and maintain unused park properties instead of selling them. They are concerned that once parkland is sold, it can never be reclaimed.”*

### **M2: Create a more manageable parks system by selling or transitioning under-utilized parks into natural areas**

Strongly Disagree(23) Disagree(9)

Agree(8) Strongly Agree (11)

This question was not asked in the online survey. See M2.1 and M2.2, which were introduced into the online survey to differentiate the two concepts for reducing the number of park sites that need regular maintenance.

## M2.1: Create a more manageable parks system by transitioning under-utilized parks into natural areas

Strongly Disagree (5) Disagree (10)

Agree (21) Strongly Agree (19)

## M2.2: Create a more manageable parks system by selling under-utilized parks

Strongly Disagree (16) Disagree (9)

Agree (14) Strongly Agree (8)

There is nothing on which with the City or the Parks department can point to from the surveys that justifies having you approve anything that allows the selling of our parks. To make matters worse the City does not even say where all the money would go if they did sell our parks — such as requiring it be given to the Parks and Recreation department. I again urge you to go to the original data where you will read comments like “Public space is valuable and not easily found, once sold.”

**"Selling underutilized parkland was the main draft recommendation that did not rate favorably. Respondents strongly preferred reducing maintenance and converting underutilized parks into natural areas, or developing underutilized parks with new amenities to satisfy unmet community needs."** (Page 41 of Draft Astoria Parks & Recreation Comprehensive Master Plan)

At the June 16, 2016 Master Plan Citizens Advisory Committee meeting I heard several member express when they agreed to selling they meant it was okay to sell real estate (meaning buildings) like where they were meeting — the Astoria Recreation Center (ARC)—, but not parks.

I was recently told the following finding that was before you last month's at your only open public hearing on the Park Master Plan (IV Finding of Fact item D) was “incorrect” and “transposed”, but it still raises concern.

*"IV D. Section 10.070(A)(2) concerning Text Amendments requires that “The amendment will not adversely affect the ability of the City to satisfy land and water use needs”*

*"Finding: The proposed amendment does not directly address impacts to water use needs. However, it does not address land needs by concluding that no additional land is necessary and excess parks or open space that is designated in the future by the City Council can be disposed and reallocated to benefit future lands needs for residential or commercial purposes. This determination can occur separately or as part of the plan amendment decision."*



I believe the parks department doesn't approve of the wording of this Finding as written and has recommended changes. I would appreciate knowing if you will need to reopen the public hearing to correct this Finding?

The fact that question M2 found above was rewritten for the online version shows that they did not like the answer found above which was very strong against selling park lands. The online version, however, also did not support selling our parks and I hope you will agree with that position. The more than 40 sub groups of the Focus Groups also never mentioned selling our parks — except for city staff.

Saying these sales will be part of future public hearings will not be good enough. My experience with the Bridge Vista portion of the Riverfront Vision Plan showed that public hearings mean very little when the Councilors can point to a previous document to justify their decisions to sell.

**Please remove any reference to selling our parks from your recommendation to City Council. The people need you to represent them.**

Thank you for listening to the people,

George (Mick) Hague

P.S. Some believe the City staff thinks we have too much park land and is eyeing our parks to provide space for future high density housing, but it is these very users of this type of housing that needs our parks/open space more than any others in our city.

## Sherri Williams

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**From:** George Hague <gbhague@gmail.com>  
**Sent:** Thursday, June 16, 2016 4:49 PM  
**To:** Sherri Williams  
**Subject:** Astoria Does Not Have too much Park Land for our projected populations.

Dear Astoria Planning Commissioners,

The percentage of the general fund that the City has provided to the Parks and Recreation Department has appeared to go down every year since about 2009. While it was above 10% from the year 2000 through 2010, it has been lower since then and has continued declining every year. This decline also matches the decline in their staff. The City needs to reinvest in the parks and that was very evident from the surveys people filled out in regards to the parks in our City.

During the last 15 years the City has continued to increase the number of parks we enjoy — even though the City has reduced what the Parks should have been receiving to maintain employee numbers with the necessary salary increases. It is good that we have increased the number of parks, because it has allowed us to have what is necessary in each of the following categories for our expected 2020 population of 10,088 (therefore divide each park category total acreage by 10.1) :

Recommended Oregon LOS (acres/1000 population)	Astoria's acreage managed by APRD	LOS for Astoria in 2020 (acres/1,000 population)
Community Parks 2.0 - 6.0	23.7	2.3 Meets recommendation
Destination Parks 20 - 30	49.5	4.9 "Meets recommendation"
Linear Parks .5 - 1.5	36.4(Riverwalk)	3.6 Exceeds recommendation
Nature Parks 2 - 6	61.3	6.1 Exceeds recommendation by one tenth
Neighborhood Parks 1 - 2	20.1	2.0 Meets recommendation
Pocket Parks .25 - 0.5	5.5	0.5 Meets recommendation
Regional Parks 5-10	0	0 "Meets recommendation"
Regional Sports Parks 5-10	0	0 "Satisfactory"
Special Use Parks N/A	3.77	0.4 N/A
Urban Plaza Parks 0.1 - 0.2	0.25	0.02 Needs exists

The information found above is using the information from table 4.2 on page 32 of the of the Astoria Comprehensive Mater Plan for Parks. Instead of using the 2014 population I used the "Potential Population Growth" for 2020 found on page eight of section 2.1. As you can read we are basically within the range for each category except for a large outlier because of the Riverwalk and also thanks to private/other government agencies efforts.

The same is true for Total Parks. If you remove the Riverwalk outlier of 36.4 acres we are very close to the range of total parks at 16.3 acres/1000 population in the year 2020. If you remove the outlier and use the Potential Population Growth for 2030 we are within the LOS range for total parks of 6.25 - 15 acres/1000 population as seen at the bottom of table 4.2.

Astoria's limited space makes it very difficult to find more parks once they are sold. If you think finding the money to maintain what we have is difficult now, I believe it will be impossible in 15 years to buy even more scarce land for needed parks. We should maintain the parks we have for future populations— even if that means letting them go to more controlled natural areas as recommended by the public in the park survey. The more we build higher density housing the more we will need City parks for the people without yards.

The area we exceed recommendations based on Table 4.4 on page 33 is active parks like baseball and softball and soccer fields. I would find it sad to remove these opportunities from our children and active adults.

Based on the table found above and using 2020 population projections we are within the guidelines—except for the Riverwalk. Please listen to the people who have said do not sell our parks. Do not justify selling parks by saying we are relatively close to parks like Fort Stevens. Those in the park's survey understood this and still said do not sell our parks.

I could support selling real estate (buildings) like the Astoria Recreational Center (ARC) as long as we maintain access to Youngs Bay.

Thank you for reading,

George (Mick) Hague