



AGENDA

DESIGN REVIEW COMMITTEE

August 4, 2016
5:30 p.m.
2nd Floor Council Chambers
1095 Duane Street • Astoria OR 97103

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES
 - a. May 5, 2016
4. PUBLIC HEARINGS
 - a. Design Review DR16-02 by Jorge A Vazquez of Pelayos to allow a tent canopy for covered seating adjacent to the food vending truck in the parking lot of the gas station at 1701 Marine Drive within the Gateway Area in the FA, Family Activities zone.
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.

DESIGN REVIEW COMMITTEE

Astoria City Hall

May 5, 2016

CALL TO ORDER:

President Rickenbach called the meeting to order at 5:30 p.m.

INTRODUCTIONS – ITEM 2:

ROLL CALL – ITEM 3:

Commissioners Present: President Jared Rickenbach, Vice President LJ Gunderson, Derith Andrews, and Hilarie Phelps.

Commissioners Excused: LeAnn Hensley

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

ELECTION OF OFFICERS – ITEM 4:

In accordance with Sections 1.110 and 1.115 of the Astoria Development Code, the Development Review Committee (DRC) needs to elect officers for 2016. The 2015 officers were President Jared Rickenbach, Vice President LJ Gunderson, and Secretary Sherri Williams.

Commissioner Phelps moved to re-elect Jared Rickenbach as President, LJ Gunderson as Vice President, and Sherri Williams as Secretary for 2016; seconded by Commissioner Andrews. Motion passed unanimously.

APPROVAL OF MINUTES – ITEM 5:

President Rickenbach called for approval of the minutes of the June 4, 2015 meeting. Vice President Gunderson moved to approve the June 4, 2015 minutes as presented; seconded by Commissioner Andrew. Motion passed unanimously.

Vice President Gunderson said she received an anonymous phone call from a neighbor of the Applicant whose designs were reviewed at the June 4, 2015 meeting. The caller claimed the Applicant was not following what the DRC had approved, so she asked Staff to follow up on the claim. However, since the minutes had not been approved after almost a year, she was unable to review what the DRC had approved. She suggested the DRC meet more often, even if it is just to approve minutes.

Planner Ferber confirmed the situation had been corrected.

President Rickenbach asked if minutes could be approved via email. Director Cronin said he would ask City Attorney Henningsgaard if the DRC needed to meet in person just to approve minutes.

The Commission agreed to meet the month following a public hearing to approve the minutes if approval was not allowed via email.

PUBLIC HEARINGS:

President Rickenbach explained the procedures governing the conduct of public hearings to the audience and advised that the substantive review criteria were available from Staff. ITEM 6(a):

DR16-01 Design Review DR16-01 by Josh Kolberg, architect for PKA Architects on behalf of Columbia Lutheran Charities dba Columbia Memorial Hospital to construct an approximate 19,657 square foot two story building dedicated to cancer related treatment and services at 1905 Exchange within the Gateway Area in the AH-HC, Attached Housing-Health Care zone.

President Rickenbach asked if anyone objected to the jurisdiction of the Design Review Committee to hear this matter at this time.

Dr. Don Fell, 1938 Grand, Astoria objected on the basis that Federal law superseded the jurisdiction of the DRC in this case. He believed Federal law prohibits certain facilities, including hospitals, to be built in tsunami zones, and the proposed location of this facility and its parking lot are about 20 feet inside a tsunami zone.

President Rickenbach confirmed the DRC reviewed building designs, not Codes or the location of the building.

Dr. Fell disagreed and said Federal law overrides the DRC. He believed this hearing needed to be postponed because proceeding would result in liabilities for the City.

President Rickenbach asked if any member of the Design Review Committee had any conflicts of interest or ex parte contacts to declare. He confirmed that he and all other members of the DRC had visited the site. His company, Rickenbach Construction, has worked with Columbia Memorial Hospital, but it is not involved in this project. Therefore, he did not believe the potential conflict was relevant to this issue. He called for a presentation of the Staff report.

Planner Ferber reviewed the Findings and Conditions contained in the Staff report. Staff recommended approval with conditions.

President Rickenbach opened the public hearing and called for testimony from the Applicant.

Josh Kolberg, PKA Architects, gave a presentation on the design of the proposed facility, which was included in the agenda packet. He explained that Columbia Memorial Hospital was currently offering medical infusions and oncology treatments in the Park Building; however, they have outgrown that space. The new facility is being built in collaboration with Oregon Health & Sciences University to offer medical infusions, oncology treatments, and linear accelerator treatments for radiation oncology. In order to make Exchange Street more pedestrian friendly, he proposed adding benches in two locations along the sidewalk, heavy landscaping in the 10-foot setback between the sidewalk and the building, and placing potted plants on the curb side of the sidewalk.

Commissioner Andrews asked if the Applicant could plant trees on either end on that side of the building. She noted that there were trees on all other sides of the building and Exchange Street is supposed to be pedestrian friendly. She was concerned that the back of the building faced Exchange Street, but understood the Applicant was trying to give the area a courtyard look.

Mr. Kolberg said there was room for trees on either the east or west side of the building outside of the view corridor from the area where people will be receiving chemotherapy treatments. He confirmed patients would not be staying overnight, as this would be an outpatient treatment facility.

President Rickenbach called for testimony in favor of or opposed to the application. Hearing none, he called for testimony impartial to the application.

Dr. Don Fell, 1938 Grand, Astoria wanted to know the height of the building from the Exchange Street sidewalk to the top of the penthouse and why the variance was required.

Planner Ferber explained that the variance was from the required 1:1 floor-to-area ratio. The hospital will only be using part of a lot the size of a football field, so they needed a variance granting a lower ratio.

Dr. Fell reiterated his concern about the tsunami zone. He believed the DRC was out of line because a hospital cannot be located in a tsunami zone. However, it is proposed to be built 19 feet inside the tsunami zone. He believed the DRC was overstepping its bounds and objected to the meeting. He requested a written response to his concerns.

Director Cronin confirmed Staff would consult with the City Attorney on this matter. President Rickenbach called for the Applicant's rebuttal.

Mr. Kolberg said he estimated the height of the mechanical penthouse from the level of Exchange Street was about 35 feet. The Development Code allows 35 feet, not including any mechanical penthouse, which is exempt.

President Rickenbach noted that the DRC does not review variance requests or elevation issues relevant to the tsunami zone. Planner Ferber confirmed that the Gateway Overlay zone requires the floor-to-area ratio as part of the design standards. However, the Planning Commission would review the variance request.

President Rickenbach called for closing remarks from Staff.

Planner Ferber stated the proposed pedestrian oriented designs did not meet the criteria and should be discussed further.

President Rickenbach closed the public hearing and called for Committee discussion and deliberation.

Commissioner Andrews asked if Staff believed the benches and planters would be adequate. Planner Ferber believed those elements were a good start, but as a pedestrian, she would not feel welcome on that façade. However, she understood why the building would be oriented with the back facing Exchange Street. The Commission could approve the request with an additional condition that the Applicant submit additional landscaping designs.

Vice President Gunderson suggested adding a water feature and salmon-wrapped garbage cans. Planner Ferber said the garbage cans were acquired by the City with grant funds. She did not know if any of the garbage cans were available, but if not, more could probably be purchased.

Commissioner Andrews said she was concerned about trashcans and believed the planters and benches were a feeble effort to make the area pedestrian friendly.

President Rickenbach said the street presented challenges as every site sits 10 feet below the sidewalk and the current hospital campus has steep landscaping separations. All of the buildings along that stretch of Exchange Street are rear approach buildings except the old blacksmith shop. The DRC could provide direction on landscaping, but the landscaping will change in two or three years anyway. As long as there is room for the landscaping and the area is heavily landscaped, he was fine with it.

Commissioner Andrews appreciated that the landscaping would follow the theme of the Pavilion Building.

President Rickenbach re-opened the public testimony.

Dr. Fell said he was glad the back of the building faced Exchange Street because people who have cancer like privacy.

President Rickenbach closed the public testimony.

Planner Ferber said the Commission could consider requiring a half circle seating option. Director Cronin believed the half circle seating would address the criteria and the site constraints.

President Rickenbach asked the Applicant to comment on the half circle seating.

Mr. Kolberg said that type of seating would cut into the planting area and block views from the office windows. He proposed smaller seating areas spaced so they would not be in front of the windows.

President Rickenbach said he would be okay with allowing the Applicant to work with Staff on the landscaping.

Vice President Gunderson believed the project would improve the view.

Vice President Gunderson moved the Astoria Design Review Committee adopt the Findings and Conclusions stated in the Staff report and approve Design Review DR16-01 by Josh Kolberg with the conditions listed in the Staff report; seconded by Commissioner Phelps. Motion passed unanimously. Ayes: President Rickenbach, Vice President Gunderson, Commissioners Andrew, and Phelps. Nays: None.

President Rickenbach said he appreciated Dr. Fell's concern and explained that he continued with the meeting because the DRC's review criterion has nothing to do with the location of the project in relation to tsunami zones and flood plains. Director Cronin confirmed he would be meeting with the City Attorney to discuss this issue. Astoria does not have any committee with the jurisdiction to review tsunami related issues.

President Rickenbach read the rules of appeal into the record.

REPORTS OF OFFICERS/COMMISSIONERS – ITEM 7:

Director Cronin updated the DRC on upcoming meetings and the Riverfront Vision Plan implementation.

NEW BUSINESS – ITEM 8:

New Committee Member List – For Information Only

Director Cronin provided some background information about LeAnn Hensley.

PUBLIC COMMENTS – ITEM 9:

ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:13 pm.

APPROVED:

Community Development Director

STAFF REPORT AND FINDINGS OF FACT

July 28, 2016

TO: DESIGN REVIEW COMMITTEE

FROM: NANCY FERBER, PLANNER 

SUBJECT: DESIGN REVIEW REQUEST (DR16-02) BY JORGE VAZQUEZ TO INSTALL A CANOPY OVER SEATING AREA NEXT TO FOOD TRUCK AT 1701 MARINE DRIVE

I. BACKGROUND SUMMARY

- A. Applicant: Jorge A Vazquez
437 W Marine Drive
Astoria OR 97103
- B. Owner: Rem Properties LLC-Albarati Aziz
1701 Marine Drive
Astoria OR 97103
- C. Location: 1701 Marine Drive Map T8N-R9W Section 8DB, Tax Lot 2600;
Lots 5 & 6, Block 132, Shively. Lot size 21,000 square feet
- D. Zone: FA (Family Activities)
- E. Proposal: To install a tent to cover customer seating area next to taco truck
in the gas station parking lot
- F. Previous Applications The Texaco station recently changed to Mobil. The ownership
remains the same and they have submitted for building permits and new
sign permits. In 2013, a portion of Duane Street was vacated. The existing
use of a gas station is allowed as a continuation of a non-existing use in
the zone. The facility predates the conditional use process and therefore
did not receive conditional



use review. An eating and drinking establishment without a drive through, and retail sales are outright permitted uses at the site. Any new construction shall require review by the HLC for compatibility with the adjacent historic structures and neighborhood. The structures on the site itself are not designated historic.

II. BACKGROUND

A. Subject Property

The subject property is located on the south side of Marine Drive and east side of 17th Street. The lot is 150' x 140' (21,000 square feet). The site is currently a gas station, in process of switching from a Texaco to Mobil. The



owner remains the same during the franchise change and they have approved the DRC application. The site falls within the Gateway Overlay Zone and is adjacent to property designated as historic and therefore subject to two separate levels of design review.

B. Proposed Project:

The proposed project is to install a tent to cover a seating area for customers next to the taco truck located in the parking lot of the gas station. The tent is approximately 360 square feet.

Height: 11' 6" tall at the highest peak. The lowest clearance is 6' 9"

Dimensions: 18' wide x 20' long

- Roof: The canopy is white polyethylene
- Siding: No side walls are proposed, the frame is 2" wide white powder coated steel
- Windows: N/A
- Doors: N/A

Other Features: The applicant originally proposed weighing down the tent with cement in buckets. Per input from the building inspector and manufacturers requirements, the tent will instead be secured with anchor screws, installed at least 36" from each leg. The anchor screws are removable, should the applicant need to disassemble the tent.



Example of an anchor screw

Light Fixtures: No lighting is proposed

III. PUBLIC REVIEW AND COMMENT

A public notice was mailed to all property owners within 100 feet pursuant to Section 9.020 on July 8, 2016. A notice of public hearing was published in the *Daily Astorian* on July 28, 2016. Any comments received will be made available at the Design Review Committee (DRC) meeting.

IV. APPLICABLE REVIEW CRITERIA AND FINDINGS OF FACT

- A. Section 14.015(A) states that in addition to conformance with the specific uses and standards of the individual zones, the following zones shall conform to the general regulations of the Gateway Overlay Zone in Sections 14.005 through 14.030. 1) Maritime Heritage; 2) Family Activities; 3) Attached Housing-Health Care; 4) Health Care; 5) Education/Research/ Health Care Campus; 6) Hospitality/Recreation; 7) Local Service; and 8) Attached Housing-Mill Pond.

Finding: The site of the proposed commercial building located in the Family Activities (FA) and shall conform to Sections 14.005 through 14.030 of the Development Code. This criteria is met.

- B. Section 14.015(B) requires that each public or private development proposal within the Gateway Overlay Zone will be reviewed for consistency with the Design Review Guidelines in Sections 14.020 through 14.030.

Finding: The proposed structure is a private development to be constructed within the Gateway Overlay Zone and as such will be reviewed for consistency with the Design Review Guidelines. This criteria is met.

- C. Section 14.020 states that the Design Review Guidelines shall apply to all new construction or major renovation. The guidelines are intended to provide fundamental principles that will assist in the review of the proposed development. The principles identify both “encouraged” and “discouraged” architectural elements. They are broad design objectives and are not to be construed as prescriptive standards.

Finding: The structure is “new construction” and as such is subject to the Design Review Guidelines. This criteria is met.

- D. Section 14.025(A) describes the purpose of the Design Review Guidelines and states that the Gateway Plan encourages new construction to reflect building types found in the Uppertown area. Three historic building types commonly found in the area include waterfront industrial, commercial, and residential.

Finding: The tent is an accessory structure to the food truck that is located in the parking lot of the gas station. While there is an existing mini-mart building at the gas station, it is not a historic structure. The canopy/tent is considered a commercial building type. Tents are not commonly found in Astoria as permanent installations but are often installed during special events, parades and summer activities in and around the Gateway area. This guideline is met.

- E. Section 14.025(B) identifies the building forms encouraged.

1. All Building Types: a) Simple designs without extraneous details; b) Rectangular in plan; c) Square in plan.
2. Waterfront Industrial: a) Low in form; b) Cubic in form.
3. Commercial: a) Low in form.
4. Residential: a) Vertical in form; b) Cubic in form; c) Full front porch or front porch large enough to accommodate several seated persons.

Section 14.025(C) identifies the building forms discouraged.

1. All Building Types: a) Complex building footprints; b) Sprawling structures.

Finding: The tent will be generally rectangle in plan. The footprint is not complex, nor is it sprawling. It is low in form and without extraneous detailing. See site plan.



F. Section 14.025(D) identifies the windows encouraged.

1. All Building Types: a) True-divided, multiple-light windows; b) Single-light windows; c) Applied muntins with profile facing window exterior; d) Rectangular windows with vertical proportions; e) Fixed windows; f) Double or single-hung windows; g) Casement windows; h) Windows should be spaced and sized so that wall area is not exceeded by window area, with the exception of commercial storefronts.
2. Waterfront Industrial: a) Square or rectangular windows with multiple lights.

3. Commercial: a) Storefronts: 1) Plate glass windows with multiple-light transom windows above; 2) Recessed entries; 3) Window to wall surface proportions may be exceeded; b) Upper Stories: 1) Window area should not exceed wall area.
4. Residential: a) Vertical rectangle or square windows; b) Combination of single and multiple-light windows; c) Single windows, paired windows, or windows grouped in threes; d) Bay windows; e) Arched or decorative shaped windows used sparingly; f) Windows should use casings and crown moldings.

Section 14.025(E) identifies windows discouraged.

1. All Building Types: a) Applied muntins which have no profile; b) Smoked glass; c) Mirrored glass; d) Horizontal sliding windows; e) Walls predominated by large expanses of glass, except in commercial storefronts; f) Windowless walls. Large expanses of blank walls should only be located in areas which are not visible to the public; g) Aluminum frame windows, except in commercial storefronts.

Finding: No windows are proposed. The tent will have open sides

G. Section 14.025(F) identifies exterior wall treatments encouraged.

1. All Building Types: a) Drop siding; b) Weatherboard siding; c) Horizontal siding with six inches or less exposure.
2. Waterfront Industrial: a) Board and batten style; b) Galvanized corrugated metal.
3. Commercial: a) Finished concrete; b) Brick veneer.
4. Residential: a) Clapboard; b) Wood shingle (rectangular); c) Decorative wood shingle.

Section 14.025(G) identifies exterior wall treatments discouraged.

1. All Building Types: a) Exposed textured, concrete block; b) Flagstone or other applied stone products; c) Precast concrete or decorative concrete panels; d) Wood shakes; e) Plywood paneling.

Finding: The proposed tent does not have any side walls. The tent is intended to provide shade over a seating area for customers, not a complete enclosed structure. Criteria is met.

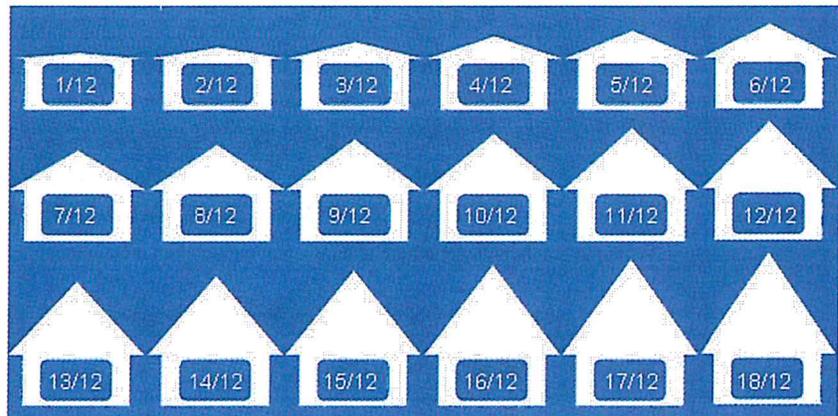
H. Section 14.025(H) identifies the roof elements encouraged.

1. Waterfront Industrial: a) Single gable with low pitch; b) Repetitive gable with steep pitch; c) Shallow eaves; d) Small shed roof dormers; e) Monitor roof on ridge line; f) Flat panel skylights or roof window.
2. Commercial: a) Single gable with low pitch; b) Repetitive gable with steep pitch; c) Shallow eaves behind parapet wall; d) Flat or gable roof behind parapet wall; e) Structural skylights.
3. Residential: a) Steep gable with broad eaves; b) Steep hip with broad eaves; c) Dormers with gable, hip, or shed roofs; d) Flat panel skylights or roof window on secondary elevations; e) Turrets or large projecting window bays used sparingly.

Section 14.025 (I) identifies the roofing elements discouraged.

1. All Building Types: a) False mansard or other applied forms; b) Dome skylights.

Finding: The tent has a relatively low pitch of 5/12 while still providing clearance for pedestrians. No skylights are proposed.



I. Section 14.025(J) identifies roofing materials encouraged.

1. All Building Types: a) Cedar shingle; b) Composition roofing; c) Roofing material in gray, brown, black, deep red, or other subdued colors.
 2. Waterfront Industrial: a) Galvanized corrugated metal; b) Low profile standing seam, metal roof; c) Roll down.
 3. Commercial: a) Built-up.
- Section 14.025(K) identifies roofing materials discouraged.

1. All Building Types: a) High profile standing seam, metal roof; b) Brightly colored roofing material.

Finding: The tent material proposed is heavy duty white polyethylene. The proposed color is white. The canopy material is not available in other colors.

J. Section 14.025(L) identifies signs encouraged.

1. All Building Types: a) Hanging blade signs; b) Signs painted on building facade; c) Signs applied to building facade; d) Front lit; e) Graphics historic in character.
2. Commercial: a) Exterior neon.

Section 14.025(M) identifies signs discouraged.

1. All Building Types: a) Pole mounted freestanding signs; b) Plastic or internal and back lit plastic.

Finding: No signs are included in this application. The applicant has submitted and been approved for signage for the Food truck. For any additional signage proposed, the applicant shall work with the Planner on the design and location of any proposed signage.

K. Section 14.025(N) identifies exterior lighting encouraged.

1. All Building Types: a) Decorative lighting integrated with architecture; b) Metal halide or incandescent; c) Pedestrian and traffic signals combined with street lamps; d) Light fixtures that direct light downward and eliminate glare.
2. Waterfront Industrial: a) Industrial pan light with goose neck; b) Low bollard lighting.
3. Commercial: a) Historic street lamps along walks and parking lots.

Section 14.025(O) identifies exterior lighting discouraged.

1. All Building Types: a) Sodium vapor (amber); b) Fluorescent tube; c) Cobra head street lamps or other contemporary fixtures; d) Fixtures with undiffused, undirected light that do not focus the light to the ground and that will potentially destroy the night sky view.

Finding: No exterior lighting is proposed.

L. Section 14.025(P) identifies other design elements encouraged.

1. Commercial: a) Canvas awnings or fixed canopies for rain protection.

Section 14.025(Q) identifies other design elements discouraged.

2. Commercial: a) Vinyl awnings; b) Back lit awnings.

Finding: The canopy proposed is considered a permanent structure. The applicant has indicated it will be removed in early October/November pending the weather. It is a fixed canopy to provide rain protection and shade for customers. The material is polyethylene, for durability, not canvas.

- M. Section 14.030(A)(1) concerning building orientation states that development projects should form visually continuous, pedestrian-oriented street fronts with no vehicle use area between building faces and the street. Exceptions to this requirement may be allowed to form an outdoor space such as a plaza, courtyard, patio, or garden between a building and a sidewalk. Such a larger front yard area should have landscaping, low walls, fencing, railings, a tree canopy, or other site improvements.

The tent provides a more pedestrian-friendly area in the existing parking lot.

The Columbia River Maritime Museum across the Marine Drive right-of-way to the north sits on the shoreline with a large parking lot in front between the building and Marine Drive. A City owned



parking lot is located across 17th street to the west. The food truck has property owner approval to locate in the back area of the parking lot seen above. The proposed location of the tent is consistent with the location of other buildings in this area. This criteria is met.

- N. Section 14.030(A)(2) concerning building orientation states that new uses should be sited to take advantage of the Columbia River and hillside views.

Finding: The siting and design of the proposed project primarily takes advantage of the Columbia River view. This criteria is met.

- O. Section 14.030(A)(3) concerning building orientation states that if the proposed project is large or situated so as to become an entrance or major focus of the

City, the design should recognize the project's prominence and should be both compatible with its surroundings and complementary to the City as a whole.

Finding: The proposed project orientation is typical with most of the other commercial buildings in this block. It is setback in the existing parking lot and not highly driving west into the City on Marine Drive.

The Marine Drive frontage of the structure may be visible from the City River Trail, but will likely have cars and gas station customers in front of it. The proposed project will be compatible with its surroundings. This criteria is met.

- P. Section 14.030(B)(1) concerning building massing states that buildings should have a floor area ratio on their lots of at least 1:1 (One square foot of building area for one square foot of lot area), in order to maximize use of the land.

Finding: The lot area is approximately 21,000 square feet. The total square footage of the tent is approximately 360 square feet. The ratio is approximately 1: 0.2 and does not meet the minimum floor area ratio.

A large portion of the lot is required for vehicle maneuvering to access the gas station. There is room for expansion, but the seating area proposed is adjacent to the food truck and out of the gas station traffic flow. A tent over the entire lot is unreasonable. At this time, the proposed construction does not meet the 1:1 ratio.

- Q. Section 14.030(B)(2) concerning building massing states that *"Buildings should be a minimum of 24 feet in height from grade to highest point of the structure, excluding those features exempt from building height as identified in Development Code Section 3.075."*

Finding: At its highest peak, the tent measures 11.5'. A larger tent is not needed at this time and could possibly interfere with traffic flow and vision clearance at the site. The height is compatible with the adjacent building and food truck.

- R. Section 14.030(B)(3) concerning building massing states that the height, mass, and scale of buildings should be compatible with the site and adjacent buildings. Use of materials should promote harmony with surrounding historic structures and the character of the waterfront.

Finding: There are one, two, and three story buildings in the Downtown and Uppertown area. Buildings in this area around 17th and Marine include one and two, story structures. The proposed structure is only 11.5', facing Marine



Drive. The adjacent historic building is the Armory Building.

Building sizes Downtown are generally governed by the size of the lot. The proposed structure is 18x 20' (360 square feet). This site is 100' x 120' (21,000 square feet) and could accommodate a larger structure. However, the lot is located in a zone that requires off-street parking and vehicular access to the gas pumps. The other adjacent buildings are larger. The proposed structure would be comparable in size to other buildings in this portion of Downtown and in the general area and compatible with other larger buildings. The proposed project will be compatible in height, mass, and scale with the surrounding buildings. This criteria is met.

V. CONCLUSION AND RECOMMENDATION

The request meets most design objectives of the Design Review Guidelines. Staff recommends the Design Review Committee approve the proposal with the following conditions:

1. No signs are included in this application. The applicant has submitted and been approved for signage for the Food truck. For any additional signage proposed, the applicant shall work with the Planner on the design and location of any proposed signage
2. The applicant has indicated they will remove the tent during the fall/winter. Any change in design or material when it is reinstalled shall be submitted to the Community Development Department for review and approval.

The applicant should be aware of the following requirements:

The applicant shall obtain all necessary City and building codes permits.



CITY OF ASTORIA
 Founded 1811 • Incorporated 1856
 COMMUNITY DEVELOPMENT

DR 16-02

Fee: \$250.00 *Per-Cash 7/2*

DESIGN REVIEW

Property Address: 1701 marine Dr Astoria or 97103

Lot 2000 5 & 6 Block 132 Subdivision Shivelys

Map 8DB Tax Lot 516 2600 Zone FA

Applicant Name: Jorge A Vazquez-Delayo

Mailing Address: 437 W marine DRIVE Astoria or 97103

Phone 503-298-3507 Email: heatherjanees8@gmail.com

Property Owner's Name: ~~Joe~~ Rem Properties LLC / Albarati Aziz

Mailing Address: TEXACO 1701 marine DRIVE Astoria or 97103

Phone: 503-325-7812 Email: _____

Signature of Applicant: Heather Vazquez Date: 06-02-16

Signature of Property Owner: [Signature] Date: _____

Proposed Construction: Construct Tent to cover seating next to taco truck at gas station

Site Dimensions & Square Footage: Sign 24" by 24" & Sign 25" by 25"

Building Square Footage: 1st Floor: N/A 2nd & 3rd Floor: N/A Garage: N/A

Accessory Building Information: N/A

FILING INFORMATION: The Design Review Committee meets on the first Thursday of the month, as needed depending on date of applications. Complete applications must be received by the 23rd of each month. A pre-application meeting with the Planner is required prior to the acceptance of the application as complete. Only complete applications will be scheduled on the agenda. Your attendance at the Design Review Committee meeting is recommended.

For office use only:			
Application Complete:	<u>6/18/16</u>	Permit Info Into D-Base:	<u>7-17-16</u>
Labels Prepared:	<u>7-17-16</u>	Tentative DRC Meeting Date:	<u>8-4-16 DRC</u>
120 Days:	<u>11/4/16</u>		<u>11/6/16</u>

All information concerning construction materials, design, dimensions, etc. is REQUIRED. If submitting large format plans, please also submit a reduced copy at 11" x 17" for reproducing.

Briefly address each of the Design Review Guidelines and state whether the project complies with the guideline, if applicable, and why this request should be approved. Please provide manufacturer information and/or detailed information for use of any material or design not selected from the "Encouraged" list in the Design Guidelines. (Use additional sheets if necessary.):

1. **Building Form.**
Basic Shape: n/a
Porches & Balustrade - Design, Dimension, Features, Materials: n/a
Balconies & Balustrade - Design, Dimension, Features, Materials: n/a
Other: n/a

2. **Windows.**
Material: plastic taco struck windows n/a
Divided Windows (true divided, external muntins, etc): _____
Operation (casement, single hung, etc.): n/a
Size & Material of Exterior Casings (minimum 5/4" x 4"; provide detail diagram): n/a
Other: n/a

3. **Exterior Wall Treatments.**
Material & Dimensions of Siding (note if material is smooth or textured): n/a
Decorative Features: n/a No walls - Sides will be left open
Other: n/a

4. **Doors.**
Material & Design: truck door is metal n/a open tent
Other: _____

5. **Roof Elements.**
Style and Pitch of Roof: roof is metal n/a ⇒ polyethylene drawing design
Material: metal
Color: white
Decorative Features (eave brackets, etc): n/a
Other: n/a

6. **Garage.**
 Garage Door Material & Design: N/A
 Window Material & Design: _____
 Roof Style & Material: _____
 Other: _____
7. **Signs.**
 Dimension & Square footage: one menu sign on the truck 24' by 24' + 25' by 25' 4.3 sq ft
 Location: FRONT OF taco truck 1 sandwich board sign
 Type, Material & Design: plastic/vinyl near sidewalk
 Other: N/A
8. **Exterior Lighting.**
 Fixture & Lamp Design: 1 flip on light
 Location: inside taco truck ; No lights in the tent or under the tent canopy
 Other: _____
9. **Other Design Elements.**
 (Fences, out buildings, corner boards, belt course, etc. with dimensions): N/A

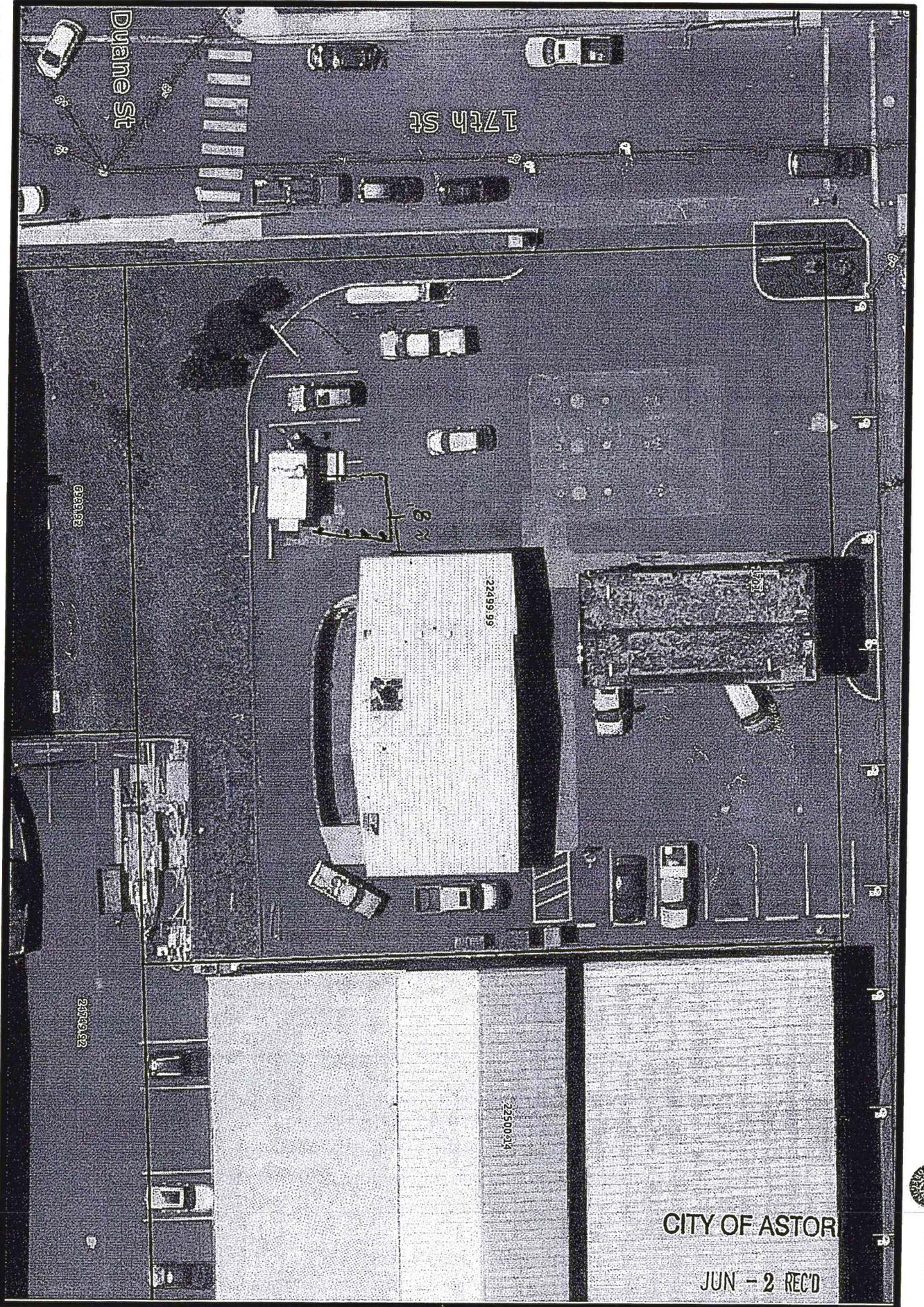
10. **Building Orientation.**
N/A 18' x 20' sited next to taco truck on SW corner of existing parking lot

11. **Building Massing.**
 Building to Lot Ratio: N/A
 Other: _____
12. **Access and Parking Design.**
 Number of Off-street Spaces: 3 spots next to truck, truck & canopy do
 Other: not block other spots
13. **Landscaping.**
N/A

14. **Underground Utilities.**
N/A

PLANS: A site plan indicating location of the proposed structure on the property is required. Diagrams showing the proposed construction indicating style and type of materials proposed to be used are required. Scaled free-hand drawings are acceptable. The City may be able to provide some technical assistance on your proposal if it is adjacent to a historic structure and will require additional review by the Historic Landmarks Commission.

If submitting large format plans, please also submit a reduced copy at 11" x 17" for reproducing.

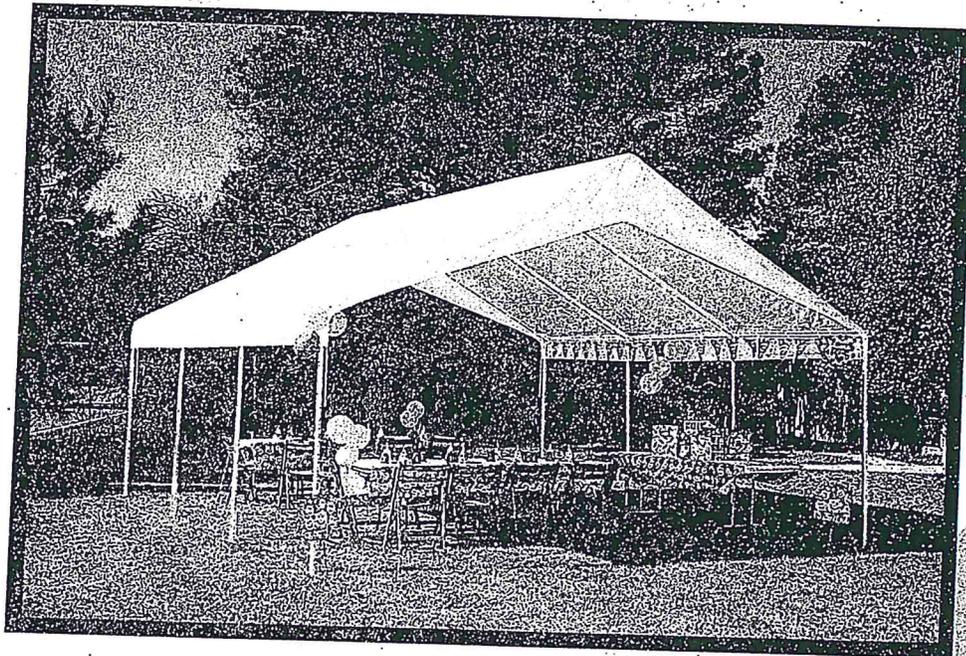


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Hercules™ 18ft X 20ft (360)

17ft9in Wide x 20ft Deep x 6ft8in Side Height /
11ft6in Center Height



King Canopy Item #: HC1820PC

With 8 Legs, White Drawstring Cover,
Elastic Ball Straps & Foot Pads.

Distributed by:
PIC America, LTD.
1730 Five Points Lane • Fuquay-Varina, NC 27526
1-800-800-6296 • www.kingcanopy.com

WARNING:

Keep all flame and heat sources away from this tent fabric. Meets the flammability requirements of CPAI-84 Section 6 and NFPA-701. It is not fire proof. The fabric will burn if left in continuous contact with any flame source.

FRAME ASSEMBLY

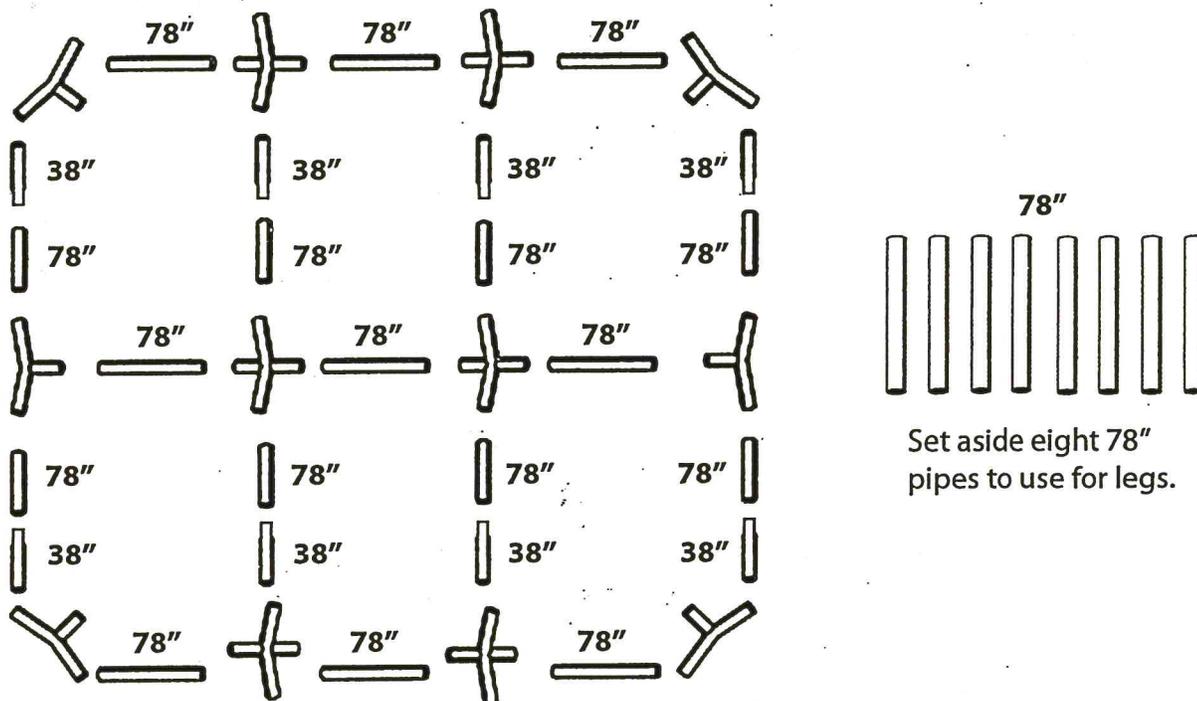


Step 1

Separate all pieces according to size and shape and arrange per the illustration shown below.

Please note:

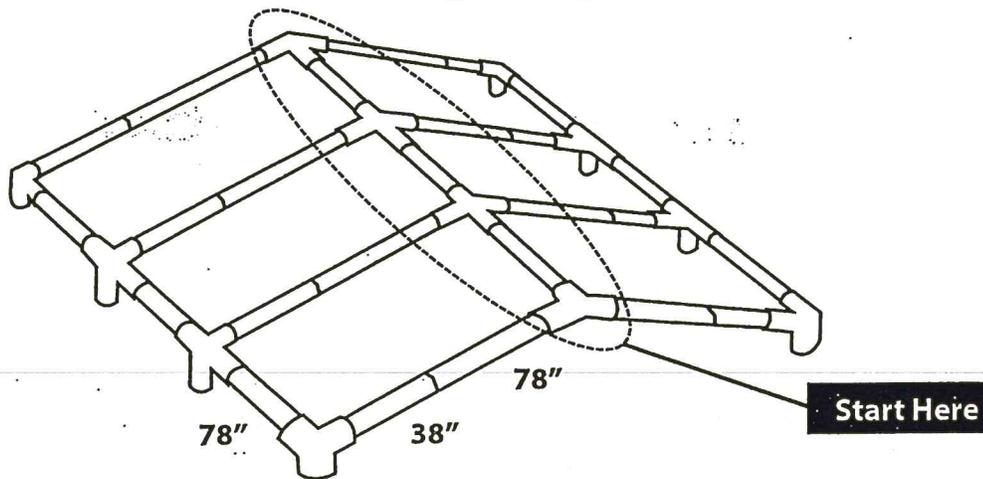
- The 38in (8) and 78" (8) pipes are used to form the roof rafters
- The remaining 78in pipes are used to form the roof perimeter and for the legs



Step 2

Start with the center and complete the center frame first. Then assemble each side.

NOTE: Attach the cover before inserting the legs.



DO NOT CONNECT LEG POLES AT THIS POINT!



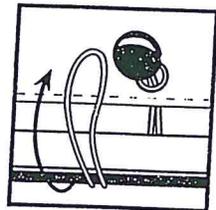
COVER ASSEMBLY

Step 1

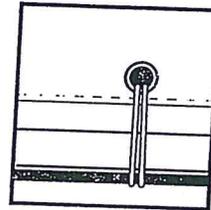
Unfold the cover with the grommets toward the cover's bottom and place over the frame. The flared edges should be located at each of the 4 corners of the frame.

Step 2

Begin attaching the cover with the elastic ball straps by inserting the elastic cord of the ball strap underneath the cover and through the grommet. Then pull cord taut until ball stops. Wrap the cord around the pole and under the ball. This will hide the ball under the cover and provide a more finished look to your unit.

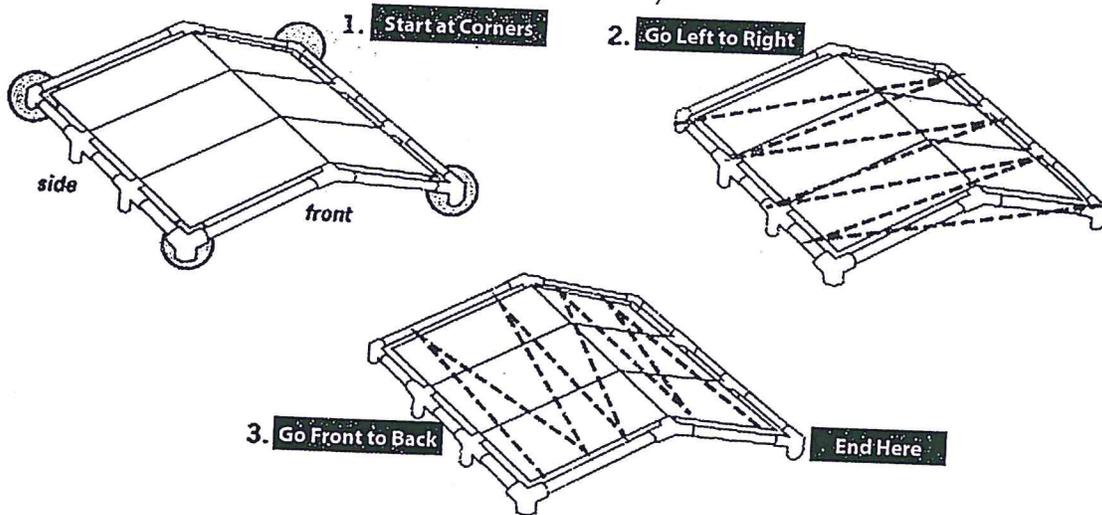


Inside View



Outside View

- Start by attaching 2 elastic ball straps at each of the four corners
- Continue attaching straps from left to right in a zigzag pattern down both sides of the canopy
- Attach straps at the front and back of the unit, again using a zigzag pattern until all straps are secured



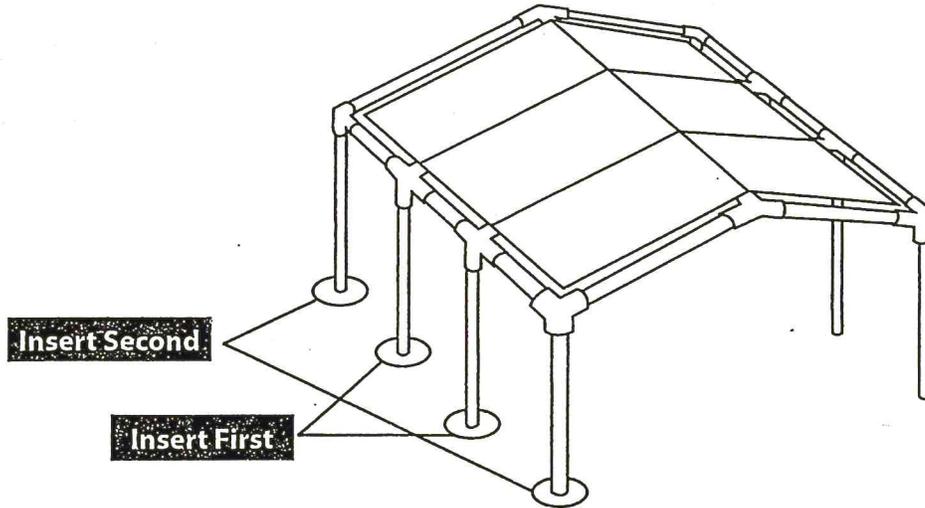
Note:

The ball straps are long enough to accommodate various cover lengths. If your straps need a tighter fit, they can be shortened by making an additional knot in the cord strap. Slide the ball upward to reveal the tied knot. Tie a new knot above the old one. The size of the knot will determine how short the strap becomes. Slip the ball down over the new knot and secure.

LEGS ASSEMBLY



NOW, CONNECT THE LEG POLES TO THE ROOF ASSEMBLY WITH THE COVER ALREADY POSITIONED ON TOP OF THE UNIT.



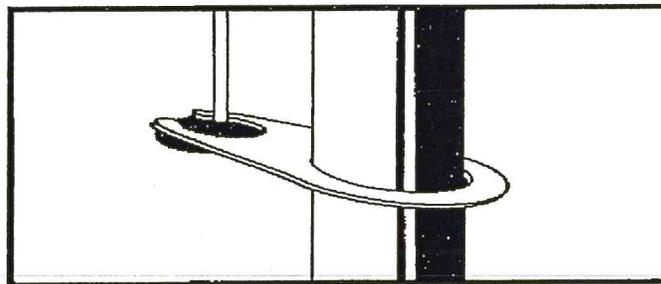
Step A: First insert the pipes for the middle poles into the 3- and 4-way connectors, and then connect the end leg pipes in the same way. (See illustration)

Step B: Push the eight foot pads onto the bottom of each leg.
NOTE: the foot pads are NOT for anchoring the canopy!

Step C: Connect the hook & loop fastening strips down the length of each leg.

Step D:
 Slip one clip onto each of the corner legs.

To secure the clips on the corner legs use the drawstring sewn into each end of the cover. Adjust the drawstring evenly on each side of the canopy by pulling the drawstrings on each end of the cover at the same time. Insert the ball on the drawstring into the slot on the curtain clip. Pull the clip down until tight. Pressure from the drawstring will cause the clip to wedge onto the pipe.



Curtain clips may have to be re-tightened occasionally due to strong wind gusts. IMPORTANT! Once the legs and cover are assembled, your canopy will act like a kite in the wind. It is imperative that the canopy anchors be installed NOW!



ANCHORING YOUR UNIT

This canopy is designed for use as a temporary structure. After assembly, the canopy **MUST BE** securely anchored to the ground to prevent damage from winds. Your canopy will act like a kite in the wind if not properly and securely anchored to the ground. Severe winds will cause the frame to twist and unanchored legs will fall, thereby collapsing the canopy. If severe winds are expected, you must remove the cover from the frame to prevent damage.

Step 1

Measure out at least 36in from each leg. Screw each anchor into the ground leaving 2in between the ground and the eye of each anchor. We strongly recommend that your unit be anchored 36in from each leg although this may not be possible in all cases. **DO** install anchors as close to 36in away from legs as possible.

Step 2

Tie anchor cable or rope around the connector at the top of each leg of the canopy.

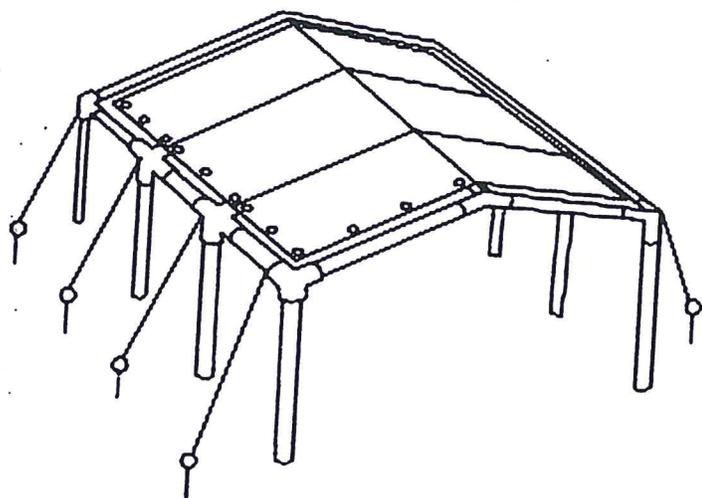
Step 3

Securely tie the other end of the cable or rope through the eye of the anchor and pull tight.

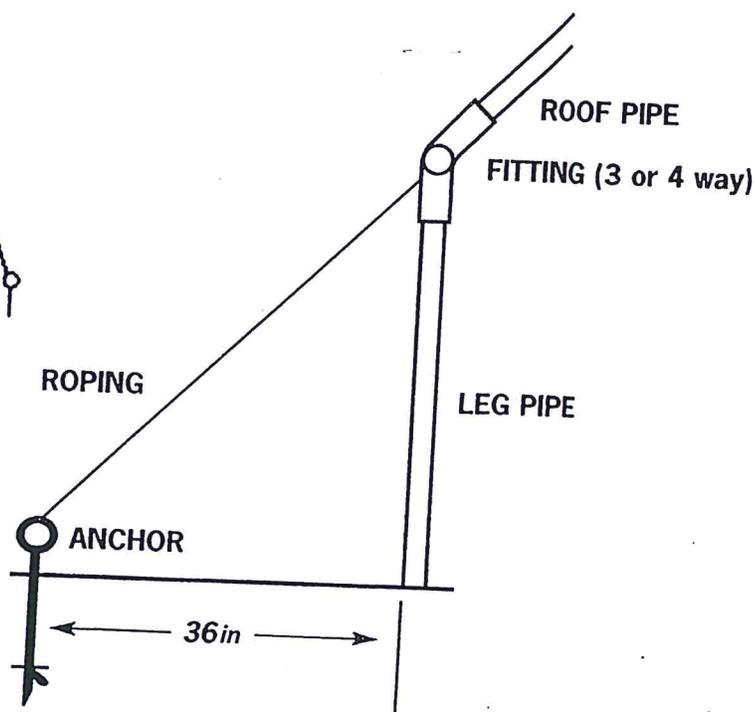
Step 4

Now, continue to screw each anchor into the ground until the eye of the anchor is flush with the ground. This will secure the anchor rope even tighter.

NOTE: You should check and tighten the rope frequently to ensure maximum stability of your canopy and to protect against wind damage.



**ANCHOR KIT NOT INCLUDED
WITH THIS CANOPY**



Services & Repair Credit Services Pro Xtra Store Finder Order Status Local Ad

Products and Services

What can we help you find?

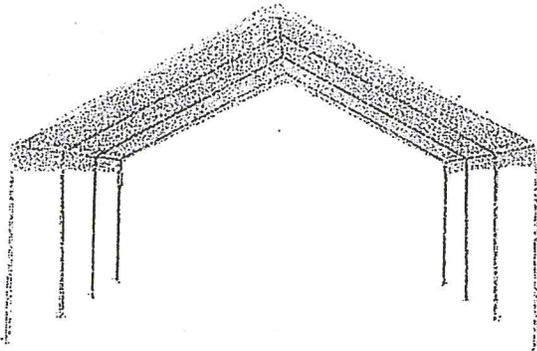
Your Store
Warrenton, OR

Sign in
or Register



King Canopy Model # HC1820PC Internet # 203576569
Hercules 18 ft. W x 20 ft. D Steel Frame Canopy

☆☆☆☆ (14) Write a Review Questions & Answers (38)



Open Expanded View

Click image to zoom



\$ +200 to install

\$379.95 /each

- 2 in. Heavy Duty A-Frame Design
- Great for gatherings, quick shade or as a carport
- Easy to follow directions and videos

1. Construction plans

2. photos

3. site plan -

Where it will be placed on the parking lot, location

4. How will it be installed

PRODUCT NOT SOLD IN STORES

Conf. #
order #
W490634265

- no sides
- no heaters

CITY OF ASTORIA

JUN - 2 REC'D

PRODUCT OVERVIEW Model # HC1820PC Internet # 203576569

BUILDING CODES

The Hercules line of canopies are durable and easy to assemble. Featuring a 2 in. heavy duty A-frame design. The Hercules is great for gatherings, quick shade or used as a detachable carport.

- 2 in. white powder-coated steel frame
- White polyethylene drawstring cover-patented design
- Fire retardant
- Water-resistant
- 360 sq. ft. of coverage
- No tools required and anchor kit sold separately

Ordered 5-17
Amanda at HD.COM
Conf. Order

Kelly
Jcos

SPECIFICATIONS

DIMENSIONS

Approximate Depth (ft.)	20	Assembled Width (in.)	213 in
Approximate Width (ft.)	18	Highest Clearance (in.)	139
Assembled Depth (in.)	240 in	Lowest Clearance (in.)	81
Assembled Height (in.)	138 in		

Feedback