



CITY OF COOS BAY URBAN RENEWAL AGENCY MEETING NOTICE

August 15, 2017

The meeting will be held immediately following the City Council Meeting which begins at 7 p.m. in the Council Chambers at City Hall
500 Central Avenue - Coos Bay Oregon

All citizens addressing the Urban Renewal Agency under regular agenda items or public comments are required by URA Rule 2.9.4 to sign-in on the forms provided on the agenda table.

If you require a listening enhancement device, please contact the City Recorder.
Please silence electronic devices - Thank you.

Meeting Video

1. Public Comments
2. Consent Calendar
 - a. Approval of the minutes of July 18, 2017
3. Consideration of Approval for a Facade Improvement Grant for the Location of 737 N. Front Street
4. Adjourn

CITY OF COOS BAY URBAN RENEWAL AGENCY

Agenda Staff Report

MEETING DATE August 15, 2017	AGENDA ITEM NUMBER
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TO: Chair Kramer and Board Members

FROM:

THROUGH:

ISSUE: Video

SUMMARY:

Meeting Video

ACTION REQUESTED:

BACKGROUND:

BUDGET IMPLICATIONS:

CITY OF COOS BAY URBAN RENEWAL AGENCY

MEETING DATE	AGENDA ITEM NUMBER
August 15, 2017	2.a.

TO: Chair Kramer and Board Members

FROM: Susanne Baker, Finance Director

THROUGH: Rodger Craddock, City Manager

ISSUE: Approval of the minutes of July 18, 2017

ATTACHMENT(S):

- ▣ July 18, 2017 URA Minutes

MINUTES OF THE PROCEEDINGS OF THE CITY OF COOS BAY URBAN RENEWAL AGENCY

July 18, 2017

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held immediately following the City Council meeting held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Stephanie Kramer and Board Members Joe Benetti, Lucinda DiNovo, Drew Farmer, Jennifer Groth, Stephanie Kilmer, and Phil Marler. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Public Works and Community Development Director Jim Hossley, and Police Chief Gary McCullough.

Public Comments

No public comments were given.

Consent Calendar

Chair Kramer reviewed the consent calendar which consisted of 2a: approval of the minutes of June 20, 2017; 2b: acceptance of the May 2017 combined cash report, and 2c: acceptance of the June 2017 combined cash report. Board Member Kilmer moved to approve the consent calendar as presented. Board Member DiNovo seconded the motion which passed with Chair Kramer and Board Members Benetti, DiNovo, Farmer, Groth, Kilmer and Marler voting aye.

Approval of an Intergovernmental Agreement with Oregon Department of Transportation for City Entrances on Highway 101

Public Works and Community Development Director Jim Hossley stated the proposed streetscape improvements for Highway 101 entrances were predominantly within the Oregon Department of Transportation (ODOT) right-of-way. In order to install and maintain the proposed streetscape improvements, the City must enter into an intergovernmental agreement (IGA) with ODOT. The agreement would be valid for 20 years and outlined the terms for which the City could use the ODOT right-of-way. Per the agreement, the City would be responsible for all maintenance of the streetscape improvements and all costs associated with the same. Board Member DiNovo moved approve the IGA with ODOT and authorize the City Manager to sign the agreement. Board Member Kilmer seconded the motion which passed with Chair Kramer and Board Members Benetti, DiNovo, Farmer, Groth, Kilmer and Marler voting aye.

Approval of Conditional Offer to Purchase Real Estate

City Manager Rodger Craddock stated Front Street once served as the business hub for what was now known as Coos Bay. Due to a devastating fire in 1922, businesses migrated away from the Front Street area and moved to Central Avenue near Broadway. In 1998, the Coos Bay City Council recognized the need to diversify and foresaw a healthy visitor industry would be important for the future health and vitality of the City. As part of the Council's work to diversify, the Front Street Master Plan was developed. While tourism had grown over the years, changes along Front Street only recently begun to occur. Work began last year on a Front Street Action Plan which was scheduled to be adopted by the Council later this year. A common goal of both the Front Street Master Plan and the draft Front Street Action Plan was

Urban Renewal Agency Minutes – July 18, 2017

increasing access to the waterfront and increased pedestrian access to the area. A parking plan / strategy was a critical component to achieve those goals. On-street parking was limited and complicated by active railroad tracks which ran down the center of Front Street. Thus, the need to create off-street parking and/or parking lot(s) would be necessary. City Manager Craddock stated he negotiated the potential purchase of a key piece of Front Street property (891 Front Street which was located between Cedar and Date Avenues) and could be redeveloped at a later time into a public parking lot. While the property was listed for sale at a price of \$385,000, the owner accepted the following conditional offer:

\$320,000 with a 7.5% nonrefundable deposit of which the seller had to use in part to pay two years' worth of back taxes, and the City (purchaser) would have one year to complete due diligence which included conducting Phase I and Phase 2 environmental assessments along with obtaining an appraisal. In addition, should the appraisal come in lower than \$320,000 then the City reserved the right to renegotiate the purchase price with the seller.

Board Member Benetti moved to approve the conditional offer to purchase the property at 891 Front Street and authorize the City Manager to execute the necessary agreements. Board Member DiNovo seconded the motion which passed with Chair Kramer and Board Members Benetti, DiNovo, Farmer, Groth, Kilmer and Marler voting aye.

Executive Session

An executive session was held pursuant to ORS 192.660 (2) (e) for the purpose of discussing real property transactions. No decisions were made.

Adjourn

There being no further business to come before the Agency, Chair Kramer adjourned the meeting.

Stephanie Kramer, Chair

Attest: _____
Drew Farmer, Secretary

CITY OF COOS BAY URBAN RENEWAL AGENCY

Agenda Staff Report

This item was previously discussed at Joint URA/Council Worksession on 8/8/2017

MEETING DATE	AGENDA ITEM NUMBER
August 15, 2017	3.

TO: Chair Kramer and Board Members

FROM: Jim Hossley, Public Works and Community Development Director

THROUGH: Rodger Craddock, City Manager

ISSUE: Consideration of Approval for a Façade Improvement Grant for the Location of 737 N. Front Street

SUMMARY:

The applicant is requesting a Façade Improvement Grant to remove existing exterior materials; replace existing windows and doors at the main entry; install period-style gooseneck lighting on street elevations; replace siding with galvanized metal siding, flashing, trim and bevel wood siding; repair/replace existing areas of stucco; repaint; replace gutters as needed; repair exterior stairway/concrete; new security locks for doors/gate; and professional design expenses. Subject to approval by the Urban Renewal Agency, the Façade Improvement Program provides a 50/50 grant with a maximum grant award of \$25,000 per fiscal year.

The Design Assistance Team (DAT) met on June 21, 2017 to review the pre-application submittal and again on July 13, 2017 to review the final submittal. The DAT discussed the project and recommended that it be approved as submitted. A public hearing before the Planning Commission was held on August 8, 2017. The applicant's Architectural Design Review application was approved. The application is required because the property is located in the Waterfront Heritage District (WH). The property is also located in the floodplain; therefore, the project will be monitored to verify continued compliance with the City's Flood Damage Prevention Ordinance (CBMC 17.347). The restoration and preservation of this structure will provide aesthetic appeal to visitors and aid in the redevelopment of Front Street. Subject to approval by the Urban Renewal Agency, the Façade Improvement Program provides a 50/50 grant (based on the lowest bid) with a maximum grant award of \$25,000 per fiscal year. As required by the program, three bids for the façade project have been obtained. The bids for the proposed improvements are \$68,500.00, \$70,000.00 and \$75,500.00.

ACTION REQUESTED:

If it pleases the City Council, award a Façade Improvement Grant for \$25,000 to the property owner of 737 North Front Street.

BACKGROUND:

The partial two-story structure was built in 1940. There has been quite a variety of uses in the structure. Information available at City Hall indicate that in the 1950's the use of the structure was "Pat's Distributing." According to history provided by the owner in years past the structure was used as a roller rink, soda bottling plant, produce distribution, Mayflower storage, V.A. meeting hall, mill blade sharpening shop. In more recent years uses included retail sales of imports and books (1999-2001), saw sales/repair (1999-2000), a Saturday Market (2002-2003) and Morrison Studios (metal fabrication). The current use is a warehouse with a tenant that does glass work and boat repair. The building is under the applicant's ownership as of October 2016.

BUDGET IMPLICATIONS:

Funding for the Downtown Urban Renewal Façade Improvement Program (#57-940-520-2415) for the fiscal year 2017-2018 was \$150,000. The City Council award a Façade Improvement Grant for up to \$25,000 to the owners of 217 South Broadway (NW Fitness) and a \$7,500 grant to the owner of 375 Central Avenue (Marshfield City Hall); therefore, \$117,500 is remaining.

ATTACHMENT(S):

- ▢ 737 N. Front Street Grant Application

Electrical Bid \$3973, Stucco Bid \$2500
approx \$89M Owners portion, lights, windows, doors ~\$15,000.
Estimated cost of project Bids for labor & siding, Contractor portion \$68,500
Proposed start date Mid August
Time line/estimated completion date for project 2-3 mos weather dependant

If this is a time critical project, please state latest date that applicant can be notified of grant funding approval Soon as possible.

Brief explanation of factors contributing to the critical timing of this project: With coastal weather we hope to complete install of siding and new weather moisture barrier before rainy season. Stucco rehab takes 3 days of dry weather Gutter repair is imperative. Optimistic target date Cas Bay Fun Festival?
The expected processing time from submission of application to final commitment of funds is 4-6 weeks.

REQUIRED SUBMITTALS

The following items must be with the application form:

1. Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work. The grant award is based on the low bid, however, an applicant may use his/her choice of contractor and pay the difference.
2. Evidence of property ownership. A copy of property tax record (available from the county assessor's webpage) may be used. For tenant business applicants, written and signed permission from the property owner is required.
3. Evidence that all city taxes, licenses and fees are current. For taxes, a copy of property tax information from the Assessor's webpage. For licenses, a photocopy of current business license may be submitted.
4. Proof in the form of documentation from the applicant's bank or lending institution demonstrating financial ability to complete the project. This document would be similar to a letter of recommendation from your banker.
5. One copy of a location map. May be obtained from the Public Works Engineering Department.
6. If architectural changes are being made to the façade of the structure:
 - a. A site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping is required.
 - b. 12 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any sign modifications or awning changes.
 - ✓ If the project is repair/replacement of siding, repair/replacement of existing architectural features, and painting, color digital pictures shall be submitted and a site plan drawing is not required.
7. 12 copies of materials and color samples

NOTE: If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.

The applicant understands that the proposed exterior storefront improvements must be evaluated and approved by the Coos Bay Urban Renewal Agency as well as other local agencies. Certain changes or modifications may be required by these agencies or by the Coos Bay Urban Renewal Agency prior to final approval for funding.

Improvements will be evaluated on the criteria listed in the guideline section of the Façade Improvement Grant Program description.

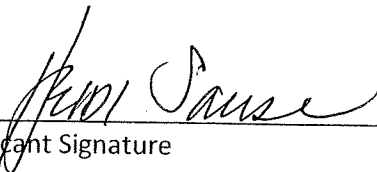
Grant funds are considered taxable income by the Internal Revenue Service. A W-9 form must be submitted to the City of Coos Bay if grant funds are awarded to the applicant.

CERTIFICATION BY APPLICANT

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.

If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.


Applicant Signature

7/6/17
Date

Applicant Signature

Date

Return Application to:

COOS BAY URBAN RENEWAL AGENCY
Department of Community Development
500 Central Avenue
Coos Bay, OR 97420
(541) 269-8918

Detailed Description of 737 N. Front St. Proposal:

To rehab the exterior of the warehouse, insuring the original characteristics that celebrate the "belonging and working history" of its Waterfront Heritage. We plan to integrate new materials - energy efficient windows, galvanized and coated corrugated siding, clear vertical grain Cedar/ Douglas Fir, the installation of beautiful but functional entry doors and restore the stucco while also utilizing reclaimed material (to the period) where aesthetically appropriate. Hopefully this project will include a signature statement - an impressive row of 1920's, Industrial Glass and Cast Iron Street Wall Sconces (original - one of a kind collection).

It is our goal to create intrigue. If we make the structure appealing, clean and inviting, we hope to attract future tenants who will further invest in the revitalization of the Waterfront Heritage District and become one of the early 'anchors' to launch the draw of other entrepreneurs to this area. It may be part of a "Restaurant Recruitment Strategy" to build and they will come.

Empty buildings do not leave a good impression on all those who pass through our town. Our intention is to renovate the entire building with a subsequent Phase II residing the West and North walls. Conserving resources on the rehabilitation of this old building, with your matching funds, offers the opportunity to spend the savings on other improvements to the property enhancing the likelihood of drawing attention to the area and perhaps starting a new wave of development. We believe this greater combined effort will help attract a signature tenant who will complement and benefit the vibrance of our town.

With your approval and offer to participate, we will begin work immediately to pull permits and start construction. We are trying to beat the winter weather and hope to have the 'new face' completed in just a few months, ready for the public to enjoy, while we work on landscaping elements and build excitement for what's to come. Our timeline is short - we want to add value to the community soon.

We hope to complete this work in two phases. Phase I will focus on the East and South faces. Phase II will complete the project on the West and North faces of the building. We hope to apply for these simultaneously and begin Phase II immediately, weather permitting, upon the completion of Phase I.

Decision Criteria:

We do **not** anticipate the cost of this development to exceed the "Substantial Improvement" threshold. It will not exceed 50 percent of the Market Value of the structure. Market value was established 10/06/16 with cash purchase, which has not yet been reflected on tax roll assessed value. (Same allocations for land/improvement applied.)

Nothing we anticipate doing will impact the Flood Hazard, this an 'elevated building', its floor is and will remain ABOVE the street level. There is no history of water ever invading this building.

The building is not water-dependent.

By improving the South side in Phase I, Birch St. face of the building, we hope to attract Pedestrian interest and get them 'out of their vehicles' to investigate the Waterfront. This side of

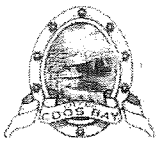
the building is highly visible from Hwy. 101 North traffic. This will help to accomplish the 'increased connectivity' goal of the Waterfront Heritage District Plan. This street leads to what the Plan also hopes will be a proposed public access/overlook area. The more attractive we can make this during the daytime AND night time - the better. It will leave a good impression of the Community whether the traffic stops or continues to drive on by.

Objectives & Materials Phase I:

- Demo existing siding, haul away South and East faces
- Replace Siding, heavy gauge corrugated, coated and painted steel
- Install moisture barrier
- Install new wood siding as directed by Architect for entry, East face
- Trim out existing windows
- Replace entry doors and windows with thermal pane energy efficient new materials
- Buy hardware and locks for doors
- Clean, repair and resurface portions of existing Stucco
- Apply flashing as needed
- Repair and replace gutters
- Replace exterior lighting with 12 vintage and authentic gooseneck, LED retrofitted lights.
- Clean and restore existing entry concrete steps and sidewalk
- Repair existing wooden stairway
- Paint trim and stucco
- Landscape uneven terrain around perimeter of building

Phase II

- Demo existing siding, gutters trim North and West faces
- Replace siding with identical material
- Install moisture barrier
- Trim out existing windows
- Potentially add windows to South and East faces
- Apply flashing
- Entry porch and stairway North face
- Replace West facing
- Repair rotted threshold under West facing door, replace deck and stairway
- Exterior security lighting installed for the dark side of building facing Marshfield Bargain House
- Rock and landscape perimeter West and North faces



CITY OF COOS BAY
Public Works & Community Development Department
500 Central Avenue, Coos Bay, Oregon 97420
Phone 541-269-8918 Fax 541-269-8916

Permit No. **187-ZON** - _____

Date Received: _____

LAND USE DEVELOPMENT REVIEW APPLICATION

For Office Use Only

STAFF CONTACT

PROJECT No(s).

Type of Review (Please check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Home Occupation | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Appeal and Review | <input type="checkbox"/> Legislative/Text Amendment | <input type="checkbox"/> Temporary Use |
| <input checked="" type="checkbox"/> Architectural Design Review | <input type="checkbox"/> Lot Line Adjustment | <input type="checkbox"/> Vacation |
| <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Partition | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Cultural Resources | <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Zone Change |
| <input type="checkbox"/> Estuarine Use/Activities | <input type="checkbox"/> Site Plan Review | <input type="checkbox"/> Other _____ |

Pre-Application applications require a different application form available on the City website or at City Hall.

Site Location/Address:

737 N. Front Street, CB.

Assessor's Map No./Tax Lot(s): **2581326CA02500**

Zoning:

Total Land Area:

Detailed Description of Proposal:

We would like to conduct deferred maintenance, painting, minor repairs to siding, stucco repairs, gutters etc... Additionally, if we are approved for Facade Improvement grant, we would replace existing doors at front with new door and return garage door entry look for functionality, replace windows with energy efficient, architecturally appealing windows. New entrance.

Applicant/Owner Name:

(please print) Heidi Sause-Corbett Building Inc

Address: 68403 North Bay Rd.

City State Zip: North Bend, OR 97459

Phone: 503-799-4245

Email: hnsause@aol.com

Applicant's Representative:

(please print) Heidi Sause/Rich Teri Architects

Address: 68403 North Bay Rd.

City State Zip: North Bend, OR 97459

Phone: 503-799-4245

Email: hnsause@aol.com

1. Provide evidence that you are the owner or purchaser of the property or have the written permission of owner(s) to make an application.
2. Copy of the deed for the subject property.
3. Address the Decision Criteria or Goals/Standards outlined in the Coos Bay Municipal Code chapter(s) related to your request.
4. Additional information: Date construction is expected to begin; estimated completion date of the total project and of individual segments; and anticipated future development.
5. Type II requires three (3) **complete hard-copy sets** (single sided) of application & submitted documents must be included with this application.
One (1) complete set of digital application materials must also be submitted electronically or on CD in Word format.
Additional copies may be required as directed by the Coos Bay Director of Community Development.
6. Type III requires **Ten (10) complete hard-copy sets** (single sided) of application & submitted documents must be included with this application.
One (1) complete set of digital application materials must also be submitted electronically or on CD in Word format.
Additional copies may be required as directed by the Coos Bay Director of Community Development.

Per City of Coos Bay Resolution 17-03, a 5% Technology Fee will be assessed on all permit and plan review fees.

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. All amendments to the Coos Bay Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.

Applicant's signature

Date

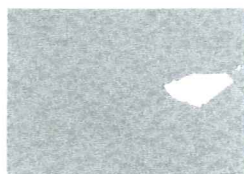
Owner's signature (required)

Date

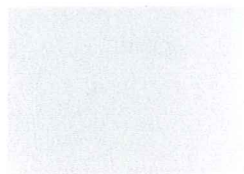
Urban Renewal Agency Meeting August 15, 2017

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COLOR CHART



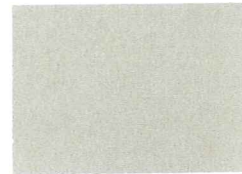
ZINCALUME® Plus



Winter White



Surf White



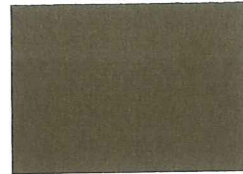
Light Stone



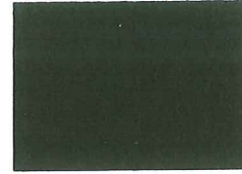
Desert Beige



Taupe



Chestnut Brown



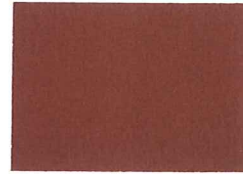
Classic Brown



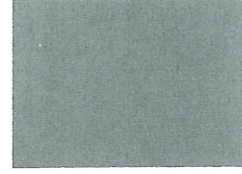
Matte Black



Canyon Red



Rustic Red



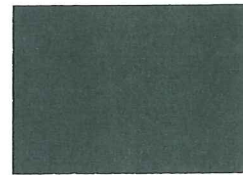
Old Town Gray



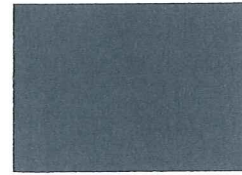
✗ Old Zinc Gray



✗ Weathered Copper



✗ Slate Gray



Tahoe Blue



Everglade



Denali Green



Cypress Green



Forest Green



Copper Penny*
(Metallic Color)

Not all colors and profiles are available at all locations. **Please see availability chart on back for details.**

* This coating is batch sensitive and directional in nature.

† Subject to upcharge.

ENVISION THE POSSIBILITIES

REPRESENTATION OF COLORS MAY VARY DUE TO PRINTING LIMITATIONS.

Sample color chips are available upon request. Consult your ASC Building Products representative for more information.

Urban Renewal Agency Meeting August 15, 2017



Burnt Rust
(Premium Color†)



Country Rustic
(Premium Color†)



Marshland CAMO
(Premium Color†)



Woodland CAMO
(Premium Color†)

PREMIUM COLORS
Premium colors are subject to upcharge

