



# CITY OF SWEET HOME CITY COUNCIL AGENDA

January 26, 2021, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

WiFi Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

## Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

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## Meeting Information

The City Council will hold a Regular City Council meeting at 6:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. In order to protect residents, staff, and elected officials due to the novel COVID-19 virus, the frequency and length of public meetings, including the City Council, boards and commissions, will be minimized. Non-urgent and non-essential City business with expected public feedback will be postponed whenever possible. Individuals attending public meetings in person will be required to maintain appropriate social distancing (6-ft.) and be free of symptoms related to COVID-19. The City of Sweet Home City Council is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the City Council meeting live, online visit [live.sweethomeor.gov](https://live.sweethomeor.gov). If you don't have access to the internet you can call in to 541-367-5128 and you'll be asked to choose option #1 to be logged in to the call.

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon public meeting law, and has been approved by the Mayor as Chairperson of the meeting. All votes will be conducted by Roll Call Vote.

## Call to Order and Pledge of Allegiance

### Roll Call

### Consent Agenda:

- a) [2021-01-12 City Council Minutes \(pg. 3\)](#)

Approval of Minutes:

### Recognition of Visitors and Hearing of Petitions:

- a) [Proclamation Denouncing Violence In Our Nation \(pg. 9\)](#)

### Old Business:

### New Business:

- a) [Council Sub-Committee Appointments \(pg. 11\)](#)
- b) [Request for Council Action - Surplus of City equipment and vehicles \(pg. 12\)](#)

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*The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.*

## **Ordinance Bills**

Request for Council Action and First Reading of Ordinance Bills

- a) [Public Hearing for Zone Map Amendment Application ZMA20-04 \(pg. 16\)](#)

Second Reading of Ordinance Bills

Third Reading of Ordinance Bills (Roll Call Vote Required)

## **Reports of Committees:**

Administrative and Finance/Property

- a) Set date to interview for vacant Planning Commission and vacant Library Advisory Board positions

Charter Review Committee

Park and Tree Committee

Youth Advisory Council

Chamber of Commerce

Council of Governments

Area Commission on Transportation

Solid Waste Advisory Council

Ad Hoc Committee on Health

- a) [Subcommittee on Homelessness Draft Document \(pg. 113\)](#)

Legislative Committee

## **Reports of City Officials:**

Mayor's Report

City Manager's Report

## **Department Director's Reports (2nd meeting of the Month)**

Finance Director

- a) [December 2020 Monthly Report \(pg. 120\)](#)

Police Chief

- a) [Police Department Monthly Report \(pg. 130\)](#)

City Attorney

## **Council Business for Good of the Order**

## **Adjournment**



# CITY OF SWEET HOME CITY COUNCIL MINUTES

January 12, 2021, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

## Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

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This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon public meeting law, and has been approved by the Mayor as Chairperson of the meeting. All votes will be conducted by Roll Call Vote.

## Call to Order and Pledge of Allegiance

The meeting was called to order at 6:30 PM.

- a) Swearing in of New Councilors - Oath of Office

City Manager Ray Towry swore in Councilor Gourley and Councilor Trask as well as Councilor Elect Angelita Sanchez and Councilor Elect Dylan Richards.

- b) Nominations and Vote for City of Sweet Home President Pro Tem

Nomination for Councilor Gerson as President Pro Tem by Councilor Trask/Gourley

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

- c) Nominations and Vote for City of Sweet Home Mayor

Nomination for Greg Mahler as Mayor by Councilor Trask/Gourley

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

## **Roll Call**

### **PRESENT**

Mayor Greg Mahler  
President Pro Tem Diane Gerson  
Councilor Dave Trask  
Councilor Lisa Gourley  
Councilor Susan Coleman  
Councilor Dylan Richards  
Councilor Angelita Sanchez

### **STAFF**

City Manager Ray Towry  
Communications Specialists Lagea Mull  
Administrative Assistant Julie Fisher  
City Attorney Robert Snyder  
Chief of Police Jeff Lynn  
Public Works Director Greg Springman (video)  
Community and Economic Development Director Blair Larsen (video)  
Finance Director Brandon Neish (video)  
Library Services Director Rose Peda (video)

### **MEDIA**

Kelly Kenoyer, The New Era  
Alex Paul, Albany Democrat Herald

## **Consent Agenda:**

Motion made to approve the Consent Agenda by Councilor Gourley, Seconded by Councilor Coleman.  
Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

## **Approval of Minutes:**

- a) 2020-12-08 City Council Meeting

## **Recognition of Visitors and Hearing of Petitions:**

None

- a) Swearing In of New Police Officer  
City Manager Ray Towry and Chief Jeff Lynn swore in new Police Officer Sarah Kohls.

## **Old Business:**

- a) Request for Council Action - Resolution No. 29 for 2020 -Refinancing of existing City Debt for Wastewater and Water Treatment Systems

Motion made to approve amendments to Resolution No. 29 for 2020 - Refinancing of existing City Debt for Wastewater and Water Treatment Systems by Councilor Gourley, Seconded by Councilor Coleman.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Richards, Councilor Sanchez.

## **New Business:**

- a) Request for Council Action - Amendments to the Commercial Exterior Improvement Program

Community and Economic Development Director Blair Larsen explained changes to the Commercial Exterior Improvement that was prompted after Council discussion. The cap was lifted to \$15,000 with an owner match and \$5,000 with no match required. Following the completion of the project, it will be required to post a sign stating the project was funded in part by the City of Sweet Home Commercial Exterior Improvement Program. The program has aided multiple Sweet Home businesses and helped beautify our community. There was discussion on adding verbiage that encourages using local contractors if possible.

Motion to Approve Amendments to the Commercial Exterior Improvement Program (CEIP) by Gourley/Coleman

Roll Call Vote:

Voting Aye, Mayor Mahler, Councilor Gerson, Councilor Trask, Councilor Coleman, Councilor Sanchez, Councilor Richards, Councilor Gourley

- b) Request for Council Action - Downtown Streetscape and Parking Plan Contract

Community and Economic Development Director Blair Larsen explained the Downtown Streetscape Plan is limited to the Public Right of Way. This includes sidewalks, benches, landscape, parking, and artwork on Main Street and Long Street corridors. The City sent out a Request for Proposal, two responses were received, and Dougherty Landscape Associates presented the best bid. The funding comes from the Economic Development Fund, essentially leftover funds from an old federal CDBG grant. The scope of services provided a base cost of \$33,223 for conceptual design, community meeting and concept plans, with the option to add additional items, such as a parking study. If all are selected, these optional services could add over \$42,000 to the cost of the project.

Motion to approve the Draft Contract with Dougherty Landscape Associates for the Sweet Home Downtown Streetscape and Parking Plan as Presented and Authorize all of the Optional Services by Councilor Gerson and Seconded by Councilor Trask

Roll Call Vote: Voting Aye, Councilor Gerson, Councilor Trask, Councilor Coleman, Councilor Sanchez, Councilor Richards, Councilor Gourley, Mayor Mahler

- c) Request for Council Action – Resolution No. 1 for 2021 -Willow Street Neighborhood Local Improvement District (L.I.D.)

City Attorney Snyder explained a resolution was required to start the process for a Local Improvement District. Dave Holley, Tim McQueary, Nancy Patton, and Charlene Adams have all agreed to meet and complete a Viewers' Report to bring back to Council. After the Council reviews the report, a public meeting notice will be published, and property owners' notices sent. There will be a Public Hearing on the matter with public input and final decision.

Motion to approve Resolution No. 1 for 2021 - Willow Street Neighborhood Local Improvement District by Councilor Coleman and Seconded by Councilor Gourley.

Voting Aye: Councilor Trask, Councilor Coleman, Councilor Sanchez, Councilor Richards, Councilor Gourley, Mayor Mahler, Councilor Gourley

## **Ordinance Bills**

Request for Council Action and First Reading of Ordinance Bills

- a) Request for Council Action - Ordinance No. 1 for 2021 - Public Hearing for Zone Map Amendment Application ZMA20-04

Mayor Mahler explained the Public Hearing Process.

Mayor Mahler asked if the Council had any Exparte Information, Conflict of Interest, or Personal Bias; there were none.

Staff Report; Community and Economic Development Director Blair Larsen explained the application was for a change to the zoning map from C2 Commercial to R3 High Density Residential. The Planning Commission held Public Hearing and recommend approval to City Council. There is a 12-day appeal period and no conditions for approval. A Planned Development Application (PD 20-02) is pending upon approval of the zone change. A full staff report is included in the packet and on website. The zone change is consistent with Comprehensive Plan.

Council had no questions of staff.

Applicant Testimony: Steve Kaye. PO Box 1920 Silverton. Mr. Kaye stated the application meets the criteria for approval. Comprehensive Plan Map shows the proposed zoning and proposed use is consistent with surrounding properties. There will be seven residential sites and the future development will be buffered from the commercial zone by a riparian corridor with no impact on natural resources. Utilities are planned away from riparian zone. Half of the site is set aside as open space area, protected and commonly owned and maintained by an HOA. He concluded by adding the proposal meets criteria, and meets the needs of housing options in Sweet Home.

There were no questions of applicant.

Testimony in favor: None

Testimony in opposition: None

Neutral Testimony: None.

John Fensman 700 Steelhead Way. Questioned the access off of 9th street, asking what is the proposal to get past those two homes.

Rebuttal. Steve Kaye responded the applicant has 50' of frontage on 9th for access.

8:06 Closed Public Hearing

Second Reading of Ordinance Bills

Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) Request for Council Action - Ordinance No. 13 for 2020 - Ordinance No. 1292 - Sweet Home Ordinance Pertaining to the Registration, Maintenance, Safety, and Security of Vacant Buildings in Commercial and Industrial Zones.

Ordinance No. 13 for 2020 - Ordinance No. 1292 - Sweet Home Ordinance Pertaining to the Registration, Maintenance, Safety, and Security of Vacant Buildings in Commercial and Industrial Zones was read by Title Only.

Motion to Approve Ordinance No. 13 for 2020 by Councilor Coleman and Seconded by Councilor Trask

Voting Aye: Councilor Coleman, Councilor Sanchez, Councilor Richards, Councilor Gourley, Mayor Mahler, Councilor Trask.

Voting Nay: Councilor Gerson

**Reports of Committees:**

Administrative and Finance/Property

Mayor Mahler assigned Councilor Trask to chair the Administration, Finance and Property Committee. Councilors Gerson and Coleman were also assigned to the committee.

Charter Review Committee

Mayor Mahler assigned Councilors Trask and Gerson to the Charter Review Committee.

Park and Tree Committee

Mayor Mahler assigned Councilor Trask to the Park and Tree Committee.

Youth Advisory Council

Chamber of Commerce

Council of Governments

Area Commission on Transportation

Solid Waste Advisory Council

Ad Hoc Committee on Health

Legislative Committee

**Reports of City Officials:**

Mayor's Report

City Manager's Report

City Manager reported on the upcoming City Council Training on February 5,6 &7th. During the training, the Council will review the Annual Department Head Reports, Goals and Mission Statement, Economic Development, and Capital Improvement Plan.

City Manager Ray Towry announced the retirement of Library Services Director Rose Peda. City Manager Towry stated when Rose arrived in Sweet Home 9 years ago the Library was operating in the red. Rose worked hard to not only get the library to operate in a sustainable manner, but to improve the library's services. She made partnerships with many local organizations like the school district and boys and girls club, applied and secured numerous grants as well as the formation of the Linn Libraries consortium. Most recently she developed a mentoring and leadership program for area youth. Rose's Drive Thru Retirement Celebration is Friday from 11:30am until 1:30pm at City Hall.

**Department Director's Reports (1st meeting of the Month)**

Library Services Director

a) Library Monthly Report December 2020

A written report and current statistics were included in the packet. There were no questions from Council.

Community and Economic Development Director

a) Community & Economic Development Department Monthly Report-December 2020

A written report and current statistics were included in the packet. There were no questions from Council.

Public Works Director

a) Public Works Department Monthly Report of Activities - December 2020

A written report and current statistics were included in the packet. There were no questions from Council.

City Attorney

None

**Council Business for Good of the Order**

Mayor Mahler stated that several community members have asked him for a proclamation stating the City Council does not condone violence in our city, state or nation. Mayor Mahler asked the Council to consider a proclamation for a future meeting.

**Adjournment**

With no further business, the meeting adjourned at 8:20pm.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder





# PROCLAMATION

## Denouncing Violence In Our Nation

### January 26, 2021

WHEREAS, the city of Sweet Home honors and upholds the First Amendment of the Constitution of the United States giving the people of the United States of America the right to peaceably assemble, and to petition the Government for a redress of grievances; and,

WHEREAS, the city of Sweet Home strongly condemns the lawless actions of violence and destruction against our government, elected officials, government staff, and our law enforcement; and,

WHEREAS, the city of Sweet Home calls for an end to all politically motivated violence; and,

WHEREAS, the United States of America shall continue to serve as a strong model of Democracy around the world,

WHEREAS, the city of Sweet Home is committed to defending democratic institutions, the integrity of our elections, and the security of people and facilities that carry out the democratic process; and,

WHEREAS, the city of Sweet Home is committed to ending the spread of hate, bigotry, and harassment based on political affiliation, race, color, religion, national origin, ethnicity, sex, gender, gender identity and expression, sexual orientation, disability, or any other protected characteristic as defined by law; and,

WHEREAS, the city of Sweet Home wishes to affirm its commitment to the well-being and safety of all of its community members and to ensure that they will be protected, and their rights respected; and,

WHEREAS, each of our elected leaders has the ability and obligation to promote inclusiveness; celebrate diversity; work to ensure equitable opportunities in all major facets of society; prevent the spread of misinformation and disinformation; and reject hate and bias in all forms and should set a positive example for their constituents in this regard; and,

WHEREAS, the January 6, 2021 domestic terrorism incident at our nation's capitol and ongoing destruction of property in Portland does not reflect the values of the city of Sweet Home; and,

WHEREAS, the city of Sweet Home supports the peaceful exercise of free speech, free assembly, and freedom to worship safely for all people;

NOW, THEREFORE, BE IT RESOLVED that the city of Sweet Home:

- Affirms its ongoing commitment to cultivating a safe and just society and culture - including within the city of Sweet Home operations and institutions - that mirrors the values of our community, works to ensure equitable opportunities in all major facets of society, and celebrates both our individuality and commonality.
- Denounces the January 6, 2021 destruction and violence that took place at our nation's capitol.
- Denounces the destruction and violence that has taken place in downtown Portland over the past several months.

- Denounces all hateful speech and bias-motivated violent actions in our community.
- Denounces extremist conspiracy theories, misinformation, and disinformation that cultivate an alienated and mistrustful electorate, undermine democratic institutions and processes, and increase the likelihood of violence.
- Denounces attempts to exploit governmental procedure and basic government functions for personal political gain.
- Commits to governmental transparency and public information-sharing in an effort to fight extremism, and the investigation and prosecution of those who commit criminal acts, consistent with civil liberties protections.
- Urges residents to join us by adopting these values in their own lives, calling attention to these harms, and denouncing hate and extremism to help keep us all safe; and,

PROCLAIMED this 26<sup>th</sup> day of January 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager – Ex Officio City Recorder

## **CITY COUNCIL SUBCOMMITTEES - 2021**

### **COUNCIL COMMITTEES**

### **CHAIRMAN**

### **MEMBERS**

*Public Notice Required by City of Sweet Home. Meet as needed.*

Administration & Finance/Property	1. Trask	1. Gerson 2. Coleman
Charter Review Committee	1. Gerson	1. Trask

### **CITY BOARDS/COMMITTEES**

### **COUNCIL REPRESENTATIVES**

*Public Notice Required by City of Sweet Home.*

Parks Board/ Tree Commission	1. Trask
Youth Advisory Council	1. Gerson

### **OTHER COMMUNITY BOARDS/COMMITTEES**

### **COUNCIL REPRESENTATIVES**

Chamber of Commerce	1. Richards 2. Sanchez
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### **REGIONAL BOARDS/COMMITTEES**

### **COUNCIL REPRESENTATIVES**

Area Commission on Transportation	1. Sanchez 2.
Council of Governments	1. Sanchez 2.
Solid Waste Advisory Committee (SWAC)	1. Richards
Ad Hoc Community Healthcare Committee	1. Gourley 2. Mahler
Legislative	1. Richards



# REQUEST FOR COUNCIL ACTION

**Title:** Surplus of existing assets

**Preferred Agenda:** January 26, 2021

**Submitted By:** Brandon Neish, Finance Director

**Reviewed By:** Ray Towry, City Manager

**Type of Action:** Resolution  X  Motion  \_\_\_  Roll Call  \_\_\_  Other  \_\_\_

**Relevant Code/Policy:** SHMC § 3.08.030 – City Surplus Property  
Local Contract Review Board Rules of Procedure

**Towards Council Goal:** Goal 1.2(c): Increase community awareness of infrastructure needs and appropriate planning documents  
Goal 2: Be an effective and efficient government

**Attachments:** Resolution No. 2 for 2021

**Purpose of this RCA:**

To review Resolution No. 2 for 2021, authorizing the surplus and sale of existing capital assets.

**Background/Context:**

The City maintains various capitalized equipment consisting of vehicles, buildings and, prior to 2019, equipment purchased that exceed a value of \$200. Over time, this equipment is replaced, upgraded or exceeds its useful life expectancy. When this occurs, a decision must be made on whether to keep those items on the City’s books or to dispose of them in accordance with City policy and state law.

The City has completed several projects recently that necessitate the disposal of assets that were broken or are of no further value to the City. These items are as follows:

Asset ID #	Description	Department/Division	Planned disposal method
<b>VEHICLES</b>			
2019	2005 Chevy Impala	Police	Auction
2342	2012 Dodge Charger	Police	Auction
2081	1999 Ford F-250	Public Works	Enterprise contract
2382	2002 Ford F-250	Public Works	Enterprise contract

<b>EQUIPMENT</b>			
1622	Hose monster	Public Works	Auction
1623	Hose monster	Public Works	Auction
0457	Hydrant meter	Public Works	Auction
2030	Stihl Cutquick Chainsaw	Public Works	Auction
1755	Sprayer	Public Works	Auction
2456	Brush Master Chipper	Public Works	Auction
2439	HP ProDesk 400 G1	Public Works/Streets	Disposal
2440	HP ProDesk 400 G1	Public Works/WW	Disposal
2407-2412 (6 ct)	HP ProDesk 3500	Library	Disposal
2324	HP Pro Desktop	Library	Disposal
2326	IBM x3550 server	Police	Disposal
2284	Brother 2820 fax	Public Works	Disposal
2266	Dell Optiplex 380	Library	Disposal

**The Challenge/Problem:**

The challenge is to maintain modern, reliable equipment, including vehicles, that will meet the needs of the City. At different points in the life of equipment or vehicles, the maintenance cost associated with them begin to increase and the cost/benefit of that equipment comes into question.

**Stakeholders:**

- Sweet Home staff – Staff use the vehicles and equipment listed above to complete the necessary functions of their jobs. Without solid equipment, jobs can take more time to complete or injuries can occur. It is important to maintain the needed equipment to maintain an effective and efficient organization and provides needed tools for the staff.
- Sweet Home City Council – The City Council is charged with making decisions that do the most good, for the most people, for the longest period of time. The disposition of equipment and vehicles means the City will likely be spending money to replace these items. Is the purchase of the replacement equipment money well spent?
- Sweet Home community – The community expects the City to deliver on essential services such as water distribution, sewer collections, Police services and more. Vehicles and equipment in proper working order makes the delivery of those services possible (and at times, easier).

**Issues and Financial Impacts:**

Disposing of City assets has a positive financial impact and likely negative impact as well. With the disposition of assets, the City generally hosts an auction to sell the items that have exceeded their useful life or are being disposed based on an assumption of maximize the total benefit while minimizing costs. These auctions provide revenue for the City’s departments that are disposing of assets. On the alternate side of the coin, generally the disposition of assets requires purchasing replacement equipment. This can have a negative financial impact but all replacement purchases are part of the budget planning process reviewed and approved the Sweet Home Budget Committee and adopted by the City Council.

**Elements of a Stable Solution:**

A stable solution requires a decision on how to treat assets across the organization. A life-cycle plan and five-year capital plan are both elements of a stable solution and ensures dispositions and replacements are done within budget requirements.

**Options:**

1. Do Nothing – The City will keep the equipment and vehicles listed in its possession.
2. Move to approve Resolution No. 2 for 2021 – These items have no further functional, useful value to the City.
3. Select a portion of the assets listed to be disposed – The City Council could decide that some of the listed items are still valuable to the City and therefore should be retained. Staff would return at a future meeting with an amended list of assets for disposition and an amended resolution.
4. Request additional information on the specific items listed – The City Council could request that staff return with additional information on the assets proposed for disposition.

**Recommendation:**

Staff recommends option 2, move to approve Resolution No. 2 for 2021. The assets listed have exceeded their useful life to the City and there are added maintenance time and costs required to upkeep the equipment to ensure viable use.

**RESOLUTION NO. 2 FOR 2021**

**A RESOLUTION TO DESIGNATE CITY EQUIPMENT AND VEHICLES AS SURPLUS AND AUTHORIZE ITS LAWFUL DISPOSAL.**

**WHEREAS**, the City has determined there is no longer a use for the following City property:

1999 Ford F-250 / VIN: 1FTNX21F0XEA66495

2002 Ford F-250 / VIN: 1FTNX21L02EC78070

2005 Chevrolet Impala / VIN: 2G1WF55K126343674

Hose monster (x2)

Hydrant meter

Stihl Cutquick Chainsaw

Sprayer

Brush Master Chipper

HP ProDesk 400 G1 (x2)

HP ProDesk 3500 (x6)

HP Pro Desktop

IBM x3550 server

Brother 2820 fax machine

Dell Optiplex 380

**WHEREAS**, the City recognizes this property as surplus and considered little value that should be sold or disposed and removed from the City's books.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Sweet Home does hereby declare the property listed above as surplus and available for sale or its lawful disposal.

Passed by the City Council and approved by the Mayor this 26<sup>th</sup> day of January, 2021.

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Mayor

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City Manager – Ex Officio City Recorder



# REQUEST FOR COUNCIL ACTION

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**Title:** Public Hearing for Zone Map Amendment Application ZMA20-04

**Preferred Agenda:** January 12, 2021 Public Hearing  
January 26, 2021 1<sup>st</sup> Reading

**Submitted By:** Angela Clegg, Associate Planner

**Reviewed By:** B. Larsen, CEDD Director  
R. Towry, City Manager

**Type of Action:** Resolution  Motion  Roll Call  Other

**Relevant Code/Policy:** [SHMC 2.04.030](#) Powers of the City Council

**Towards Council Goal:** Vision Statement, Aspiration I: Desirable Community, Mission Statement

**Attachments:** Planning Commission Order of Approval  
Ordinance No. 1 for 2021  
Original Application

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## **Purpose of this RCA:**

The Sweet Home City Council held a public hearing on January 12, 2021. At the hearing the City Council reviewed application ZMA20-04 where they received testimony.

On January 26, 2021 the City Council will hold the 1<sup>st</sup> Reading and approve the Zone Map Amendment Application ZMA20-04.

## **Background/Context:**

The applicant is proposing to change the Zoning Map in an area consisting of approximately 87,962 square feet (1.96 acre) located approximately 300 feet north of the Main Street and 9<sup>th</sup> Avenue intersection, Sweet Home, OR 97386 (13S01E31BD Tax Lot 401). The Sweet Home Zoning Map is proposed to change from the Highway Commercial (C-2) Zone to the Residential High Density (R-2) Zone. The proposed zone change would bring the zoning designation into conformity with the property's existing Comprehensive Plan Map designation (High Density Residential).

The Sweet Home Planning Commission held a public hearing on December 7, 2020. At the hearing the Planning Commission reviewed application ZMA20-04 where they received testimony and deliberated on this matter. The Planning Commission passed a motion to recommend approval of the application to City Council. That motion of approval specified a 12-day appeal period from the date the decision motion is mailed. No specific conditions of approval were required.

ZMA20-04 was filed simultaneously with Application PD20-02. Application PD20-02 is pending the approval of Application ZMA20-04. Application PD20-02 was approved with conditions at the January 4, 2021 Planning Commission meeting.



**The Challenge/Problem:**

Should the zoning map be changed to allow residential activity on the property in question, rather than the current Highway Commercial designation.

Should the Comprehensive Plan designations be followed if the proposed amendment is consistent with the goals and policies of the comprehensive plan. The Planning Commission will recommend, and the City Council shall determine the location of boundaries by examining the goals and policies contained within the Plan. [Chapter 2, Page 12 of the Comprehensive Plan].

**Stakeholders:**

- The Owner/Developer would be able to develop the property as they have proposed.
- The residents and businesses in the surrounding area would benefit from the vacant property being cleared and developed.
- The City of Sweet Home would benefit from the additional housing that could come from the changed zoning

**Issues and Financial Impacts:**

There are no issues or financial impacts currently identified.

**Elements of a Stable Solution:**

A stable solution is one in which a decision on the application is made that conforms with City Code and State Law.

The Sweet Home Comprehensive Plan guides official policy decisions about development within the area. The Plan aims to organize and coordinate complex interrelationships between people, land, resources, and facilities to meet the future needs of the citizens and to protect the livability of the community. The Plan also reflects the public’s goals and aspirations for Sweet Home about the best way to handle development and conservation in the City. The officially acknowledged Comprehensive Plan gives policy direction for land use decisions and coordinates private and public development. [Chapter 1, Page 1 of the Comprehensive Plan].

Comprehensive Plan Map Policy 1: The Comprehensive Plan Map graphically portrays Sweet Home’s land use pattern as recommended by Comprehensive Plan policy. Each designation has a different symbol or color. The land use map portrays the long-range vision of land use patterns in Sweet Home. [Chapter 2, Page 12 of the Comprehensive Plan].

17.12.025 Review Criteria for Map Amendments. An amendment to the official zoning or comprehensive plan map may be authorized provided that the proposal satisfied all relevant requirements of this title and also provided that the applicant demonstrates the following:

- A. The proposed amendment is consistent with the goals and policies of the comprehensive plan;
- B. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment;
- C. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district; and
- D. The proposed amendment to the comprehensive plan map is consistent with Oregon’s statewide planning goals

**Options:**

1. Deny Application Staff would prepare an Order of Denial for Application ZMA20-04.
2. Approve Application ZMA20-04 as presented and conduct the first reading of Ordinance No. 1 for 2021.

3. *Recommend different zone amendment.* Council could review these proposed changes and recommend different zone amendments. Staff would take these recommendations and revise the proposed application for review at a future Council meeting.

**Recommendation:** Staff Recommends Option 2: Approve Application ZMA20-04 as presented and conduct the first reading of Ordinance No. 1 for 2021.

ORDINANCE BILL NO. 1 FOR 2020

ORDINANCE NO.     

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP

WHEREAS, the applicant, Good Faith Management, submitted Zone Change Application ZMA20-04 and requested a zone map change for an area consisting of 1.96 acres located at Map 31BD Tax Lot 401, Sweet Home, OR 97386. The Sweet Home Zoning Map is proposed to change from the Commercial Highway (C-2) Zone to the Residential High Density (R-2) Zone. The proposed zone change would bring the zoning designation into conformity with the property's existing Comprehensive Plan Map designation. The subject properties are identified on the Linn County Assessor's Map as 13S01E31BD Tax Lot 00401; and

WHEREAS, the Planning Commission of the City of Sweet Home held a public hearing on December 7, 2020 with due notice of such public hearing having been given and provided an opportunity for public comments and testimony. The Planning Commission deliberated at their December 7, 2020 meeting, and recommended that the City Council approve this application; and

WHEREAS, the City Council held a public hearing on this matter on January 12, 2021, with due notice of such public hearing having been given and provided an opportunity for public comments and testimony. The City Council approved this application by motion at their January 12, 2021 meeting; and

WHEREAS, the proposed R-2 zoning is needed to facilitate development of the subject property;

Now, Therefore,

THE CITY OF SWEET HOME DOES ORDAIN AS FOLLOWS:

Section 1: The City of Sweet Home adopts the findings of fact in support of zone change application ZMA20-04 included as Exhibit A.

Section 2: The City of Sweet Home amends the Official Zoning Map, identified in SHMC 17.20.020 as the City Zoning Map including all subsequent amendments, for the an area consisting of 1.96 acres located at Map 31BD, Tax Lot 401, Sweet Home, OR 97386.; and identified on the Linn County Assessor's Map as 13S01E31BD Tax Lot 00401. The Official Zoning Map shall be amended from the Commercial Highway (C-2) Zone to the Residential High Density (R-2) Zone for the subject property as shown on Exhibit B.

Passed by the Council and approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager - Ex Officio City Recorder

Exhibit A

Findings of Fact in Support of Zone Change Application ZMA20-04

**Exhibit A to Order of Approval for ZMA20-04**

The review and decision criteria for a zone change are listed below in bold. Staff findings and analysis are provided under each review and decision criterion.

- A. An amendment to the official zoning or comprehensive plan map may be authorized provided that the proposal satisfied all relevant requirements of this title and also provided that the applicant demonstrates the following: [SHMC 17.12.010]**
- 1. The proposed amendment is consistent with the goals and policies of the comprehensive plan; [SHMC 17.12.025(A)]**
    - a. The Zoning Code implements the Comprehensive Plan by providing specific development guidelines for each Land Use Designation. The general nature of each Comprehensive Plan Land Use Designation will guide the uses and standards for the corresponding zone in the Zoning Code. [Sweet Home Comprehensive Plan, Chapter 2 Text]**
    - b. The Comprehensive Plan Map graphically portrays Sweet Home's land use pattern as recommended by Comprehensive Plan policy. Each designation has a different symbol or color. The land use map portrays the long-range vision of land use patterns in Sweet Home. [Sweet Home Comprehensive Plan, Chapter 2, Comprehensive Plan Map Policies, Policy 1]**
    - c. Zoning Codes. The Zoning Codes regulate the use of land on a comprehensive basis. More specifically, the Zoning Codes divide the community into residential, commercial, industrial, and other use zones based on the Comprehensive Plan. Each zone has standards and regulations that determine the allowed uses on that land and the standards to which structures must conform, such as building height, yard setbacks, and lot size. The Codes consists of text, found in Title 17 of the Sweet Home Municipal Codes, and an official Zoning Map.**

The Zoning Codes fulfill two major roles. First, zoning promotes the public health, safety, and welfare of Sweet Home. Secondly, the Zoning Codes implement the Comprehensive Plan. Oregon Revised Statute 197.175 states that cities will:

- Prepare, adopt, amend, and revise comprehensive plans in compliance with Statewide Planning Goals; and
- Enact land use regulations to implement their comprehensive plan.

In a broad sense, zoning encourages the orderly development of the community and implements the Comprehensive Plan. Zoning can only partially relate to the long-term aspects of the plan because as a regulatory tool, it must relate to the current conditions within the City of Sweet Home.

The Comprehensive Plan provides a general and long-range policy for the City while the Zoning Codes serve as a legal ordinance with binding provisions on land

**development. The various zones have specific boundaries and when drafting the Zoning Ordinance, the City considers how each land parcel will be affected.**

**Zoning Code provisions and the Zoning Map can be amended. Amendments shall be consistent with the Comprehensive Plan. If proposed amendments to the Zoning Codes do not comply with the Comprehensive Plan, the Comprehensive Plan must also be amended so that the two documents correspond.** [Sweet Home Comprehensive Plan, Chapter 2, Comprehensive Plan Map Policies, Chapter 8: Plan Management]

- d. Updating the plan: Making the Comprehensive Plan a basic part of the community's planning process an ongoing active function of City government will keep the Plan as a viable and useable policy document. The Comprehensive Plan needs to be updated occasionally for the following reasons:** [Sweet Home Comprehensive Plan, Chapter 8: Plan Management]
  - i. To accurately reflect changes in the community.**
  - ii. To ensure integration with other policies, Zoning Codes, and Subdivision Codes.**
- e. Changes to the Plan Shall be made by ordinance after public hearings.** [Sweet Home Comprehensive Plan, Chapter 2, Plan Amendment Policies, Policy 2]
- f. Changes in the Plan shall be incorporated directly into the document at the appropriate place. A list of all amendments with date of passage should be a part of the document.** [Sweet Home Comprehensive Plan, Chapter 2, Plan Amendment Policies, Policy 3]
- g. Property Owners, their authorized agents, or the City Council may initiate a Comprehensive Plan amendment. In order to obtain a Comprehensive Plan amendment, the applicants have the burden of proof that all of the following conditions exist.** [Sweet Home Comprehensive Plan, Chapter 2, Plan Amendment Policies, Policy 5]
  - i. There is a need for the proposed change;**
  - ii. The identified need can best be served by granting the change requested;**
  - iii. The proposed change complies with the Statewide Planning Goals; and,**
  - iv. The proposed change complies with all other elements of the City's Comprehensive Plan.**
- h. Highway Commercial: To provide suitable and desirable commercial areas along the highway intended to meet the business needs of the community.** [Sweet Home Comprehensive Plan Land Designations for Economic Development, Table 11]
- i. High Density Residential: To provide areas suitable and desirable for higher density residential development, and particularly for apartments, manufactured home parks, other residential uses, and appropriate community facilities.** [Sweet Home Comprehensive Plan Map Residential Land Designations, Table 7]

Applicants Comments: See Attachment C, 9<sup>th</sup> Avenue Planned Development Summary Page 37.

Staff Findings: The applicant is proposing to change the Zoning Map of an approximately 87,962 square feet (1.96 acre) property identified on the Linn County Assessor's Map as 13S01E31BD Tax Lot 401 (see Attachment A). The applicant has proposed a change in zoning from Commercial Highway (C-2) to Residential High Density (R-2).

Based on the Linn County 2017 aerial photograph, the area is surrounded by Low Density Residential, High Density Residential Central Commercial and Highway Commercial lots. The applicant states a desire to develop a seven-lot development on the property.

Based on the findings above the proposed zoning plan designation would be consistent with the Sweet Home Comprehensive Plan.

The application complies with this criterion.

**2. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment; [SHMC 17.12.025(B)]**

Staff Findings: Staff finds that the proposed zoning map amendment would be consistent with the pattern of development in the area, based on the 2017 Linn County aerial photograph Staff finds that the subject property is surrounded by Low Density Residential, High Density Residential Central Commercial and Highway Commercial lots.

The application complies with this criterion.

**3. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district; and [SHMC 17.12.025(C)]**

Applicants Comments: See Attachment C, 9<sup>th</sup> Avenue Planned Development Summary Page 37 and 38.

Staff Findings: Per the staff engineers' comments above, public water and sanitary sewer service will be provided to each parcel. City maintenance access will be in a utility easement over the driveway area. Connections are available in 9<sup>th</sup> Avenue. The subject property has frontage along 9<sup>th</sup> Avenue through a private access easement. Based on the applicant's statements the subject property is anticipated to be developed with a seven-lot planned development. Staff finds that utilities and services are efficiently provided to serve the proposed use of a planned development unit or other potential uses in the proposed zoning district.

The application complies with this criterion.

**4. The proposed amendment to the comprehensive plan map is consistent with Oregon's statewide planning goals. [SHMC 17.12.025(D)]**

Applicants Comments: See Attachment C, 9<sup>th</sup> Avenue Planned Development Summary Page 38, 69-73.

Staff Findings: The applicant is not proposing an amendment to the comprehensive plan map.

**5. OAR 660-012-0060(1). If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:**

- a. **Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);**
- b. **Change standards implementing a functional classification system; or**
- c. **Result in any of the effects listed in paragraphs (a) through (c) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.**
  - i. **Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;**
  - ii. **Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or**
  - iii. **Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan. [OAR 660-012-0060(1)]**

Staff Findings: The subject property has existing frontage along 9<sup>th</sup> Avenue through a private access easement on Lot 303. 9<sup>th</sup> Avenue is identified as a local street in the Sweet Home Transportation System Plan; Figure 2.2. The applicant has proposed a change in zoning from the Commercial Highway (C-2) to the Residential High Density (R-2) zone. The proposed use would be consistent with the Comprehensive Plan Map designation. Based on these findings, staff concludes that the proposed zone change would not significantly affect the existing transportation infrastructure in the neighborhood and is consistent with the Sweet Home Transportation System Plan.

The application complies with this criterion.



**City of Sweet Home**  
Community and Economic Development Department- Planning Program  
3225 Main Street, Sweet Home, OR 97386 541-367-8113

**OFFICIAL NOTICE OF A PLANNING COMMISSION RECOMMENDATION  
ON A LAND USE APPLICATION**

**PLANNING COMMISSION ORDER OF APPROVAL**

**REQUEST:** The applicant is proposing to change the Zoning Map in an area consisting of approximately 87,962 square feet (1.96 acre) located approximately 300 feet north of the Main Street and 9<sup>th</sup> Avenue intersection, Sweet Home, OR 97386 (13S01E31BD Tax Lot 401). The Sweet Home Zoning Map is proposed to change from the Highway Commercial (C-2) Zone to the Residential High Density (R-2) Zone. The proposed zone change would bring the zoning designation into conformity with the property's existing Comprehensive Plan Map designation (High Density Residential). The Planning Commission will hold a public hearing and make a recommendation to the City Council. The City Council will hold a public hearing and decide on this application.

Application ZMA20-04 is being filed simultaneously with Application PD20-02. Application PD20-02 is pending the approval of Application ZMA20-04.

**APPLICANT AND**

**PROPERTY OWNER:** Good Faith Management LLC

**PROPERTY LOCATION:** Approximately 300 feet north of the Main Street and 9<sup>th</sup> Avenue intersection, Sweet Home, OR 97386, Sweet Home, OR 97386; Identified on the Linn County Assessor's Map as 13S01E31BD Tax Lot 401.

**REVIEW AND**

**DECISION CRITERIA:** Sweet Home Municipal Code Section(s) 17.12, 17.36, 17.28; OAR 660-012-0060

**FILE NUMBER:** ZMA20-04

**STAFF CONTACT:** Angela Clegg, Associate Planner  
Phone: (541) 367-8113; Email: [aclegg@sweethomeor.gov](mailto:aclegg@sweethomeor.gov)

- I. **PUBLIC HEARING:** The Sweet Home Planning Commission held a public hearing on December 7, 2020. At the hearing the Planning Commission reviewed application ZMA20-04. The Planning Commission received testimony and deliberated on this matter at their December 7, 2020 meeting and passed a motion to recommend approval of the application to City Council. That motion of approval specified a 12-day appeal period from the date the decision motion is mailed. No specific conditions of approval were required.
- II. **FINDINGS OF FACT:** The Planning Commission provided an opportunity for testimony at the December 7, 2020 public hearing. The Planning Commission considered the information in the record, testimony at the public hearing, and the Findings of Fact listed in the Staff Report presented to the Planning Commission prior to the December 7, 2020 public hearing. The Planning Commission adopted the Findings of Fact listed in Section III of the Staff Report, and those are included as Exhibit A to this Order



III. **DECISION: Approved** the motion to recommend the application to City Council on January 12, 2021. Based on the findings referenced in Exhibit A of this order, the Planning Commission found that the proposal described in ZMA20-04 complies with the applicable sections of the Sweet Home Municipal Code. The Sweet Home Planning Commission hereby approves application ZMA20-04 and recommends approval by the City Council.

**PLANNING COMMISSION DECISION:** December 7, 2020  
**APPEAL DEADLINE:** January 3, 2020 at 5:00 PM  
**CITY COUNCIL MEETING:** January 12, 2021 at 6:30 PM

  
\_\_\_\_\_  
Jeffery Parker, Planning Commission Chair  
Date 12/22/2020

  
\_\_\_\_\_  
Blair Larsen, Community and Economic Development Director  
Date 12/21/2020

**APPEAL: This decision can be appealed.** The decision made by the Planning Commission is final unless written appeal from an aggrieved party is received by the City of Sweet Home no later than the appeal deadline listed above (12 days from the mailing of this decision). All appeals must be filed with the appropriate fee and documentation and submitted to: City of Sweet Home Community and Economic Development Department, 3225 Main Street, Sweet Home, OR 97386. The City Council will hold a public hearing on the request upon appeal. If you would like any information concerning filing of an appeal, please contact the Planning Office at (541) 367-8113. Failure of an issue to be raised in a hearing, in person or by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue. A copy of the application, all documents and evidence relied upon by the applicant and applicable criteria are available for inspection at no cost and a copy will be provided at reasonable cost. A copy of the Staff Report and all documentation included in the record for the file are available for inspection at no cost and a copy will be provided at reasonable cost at the City of Sweet Home Community and Economic Development Department, 3225 Main Street, Sweet Home, OR 97386; (541) 367-8113.

## Exhibit A to Order of Approval for ZMA20-04

### II. REVIEW AND DESIGN CRITERIA

The review and decision criteria for a zone change are listed below in bold. Staff findings and analysis are provided under each review and decision criterion.

**A. An amendment to the official zoning or comprehensive plan map may be authorized provided that the proposal satisfied all relevant requirements of this title and also provided that the applicant demonstrates the following: [SHMC 17.12.010]**

- 1. The proposed amendment is consistent with the goals and policies of the comprehensive plan; [SHMC 17.12.025(A)]**
  - a. The Zoning Code implements the Comprehensive Plan by providing specific development guidelines for each Land Use Designation. The general nature of each Comprehensive Plan Land Use Designation will guide the uses and standards for the corresponding zone in the Zoning Code. [Sweet Home Comprehensive Plan, Chapter 2 Text]**
  - b. The Comprehensive Plan Map graphically portrays Sweet Home's land use pattern as recommended by Comprehensive Plan policy. Each designation has a different symbol or color. The land use map portrays the long-range vision of land use patterns in Sweet Home. [Sweet Home Comprehensive Plan, Chapter 2, Comprehensive Plan Map Policies, Policy 1]**
  - c. Zoning Codes. The Zoning Codes regulate the use of land on a comprehensive basis. More specifically, the Zoning Codes divide the community into residential, commercial, industrial, and other use zones based on the Comprehensive Plan. Each zone has standards and regulations that determine the allowed uses on that land and the standards to which structures must conform, such as building height, yard setbacks, and lot size. The Codes consists of text, found in Title 17 of the Sweet Home Municipal Codes, and an official Zoning Map.**

The Zoning Codes fulfill two major roles. First, zoning promotes the public health, safety, and welfare of Sweet Home. Secondly, the Zoning Codes implement the Comprehensive Plan. Oregon Revised Statute 197.175 states that cities will:

- Prepare, adopt, amend, and revise comprehensive plans in compliance with Statewide Planning Goals; and
- Enact land use regulations to implement their comprehensive plan.

In a broad sense, zoning encourages the orderly development of the community and implements the Comprehensive Plan. Zoning can only partially relate to the long-term aspects of the plan because as a regulatory tool, it must relate to the current conditions within the City of Sweet Home.

The Comprehensive Plan provides a general and long-range policy for the City while the Zoning Codes serve as a legal ordinance with binding provisions on land development. The various zones have specific boundaries and when drafting the Zoning Ordinance, the City considers how each land parcel will be affected.

Zoning Code provisions and the Zoning Map can be amended. Amendments shall be consistent with the Comprehensive Plan. If proposed amendments to the Zoning Codes do not comply with the Comprehensive Plan, the Comprehensive Plan must also be amended so that the two documents correspond. [Sweet Home

Comprehensive Plan, Chapter 2, Comprehensive Plan Map Policies, Chapter 8: Plan Management]

- d. **Updating the plan: Making the Comprehensive Plan a basic part of the community's planning process an ongoing active function of City government will keep the Plan as a viable and useable policy document. The Comprehensive Plan needs to be updated occasionally for the following reasons:** [Sweet Home Comprehensive Plan, Chapter 8: Plan Management]
  - i. **To accurately reflect changes in the community.**
  - ii. **To ensure integration with other policies, Zoning Codes, and Subdivision Codes.**
- e. **Changes to the Plan Shall be made by ordinance after public hearings.** [Sweet Home Comprehensive Plan, Chapter 2, Plan Amendment Policies, Policy 2]
- f. **Changes in the Plan shall be incorporated directly into the document at the appropriate place. A list of all amendments with date of passage should be a part of the document.** [Sweet Home Comprehensive Plan, Chapter 2, Plan Amendment Policies, Policy 3]
- g. **Property Owners, their authorized agents, or the City Council may initiate a Comprehensive Plan amendment. In order to obtain a Comprehensive Plan amendment, the applicants have the burden of proof that all of the following conditions exist.** [Sweet Home Comprehensive Plan, Chapter 2, Plan Amendment Policies, Policy 5]
  - i. **There is a need for the proposed change;**
  - ii. **The identified need can best be served by granting the change requested;**
  - iii. **The proposed change complies with the Statewide Planning Goals; and,**
  - iv. **The proposed change complies with all other elements of the City's Comprehensive Plan.**
- h. **Highway Commercial: To provide suitable and desirable commercial areas along the highway intended to meet the business needs of the community.** [Sweet Home Comprehensive Plan Land Designations for Economic Development, Table 11]
- i. **High Density Residential: To provide areas suitable and desirable for higher density residential development, and particularly for apartments, manufactured home parks, other residential uses, and appropriate community facilities.** [Sweet Home Comprehensive Plan Map Residential Land Designations, Table 7]

Applicants Comments: See Attachment C, 9<sup>th</sup> Avenue Planned Development Summary Page 37.

Staff Findings: The applicant is proposing to change the Zoning Map of an approximately 87,962 square feet (1.96 acre) property identified on the Linn County Assessor's Map as 13S01E31BD Tax Lot 401 (see Attachment A). The applicant has proposed a change in zoning from Commercial Highway (C-2) to Residential High Density (R-2).

Based on the Linn County 2017 aerial photograph, the area is surrounded by Low Density Residential, High Density Residential Central Commercial and Highway Commercial lots. The applicant states a desire to develop a seven-lot development on the property.

Based on the findings above the proposed zoning plan designation would be consistent with the Sweet Home Comprehensive Plan.

The application complies with this criterion.

- 2. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment; [SHMC 17.12.025(B)]**

Staff Findings: Staff finds that the proposed zoning map amendment would be consistent with the pattern of development in the area, based on the 2017 Linn County aerial photograph Staff finds that the subject property is surrounded by Low Density Residential, High Density Residential Central Commercial and Highway Commercial lots.

The application complies with this criterion.

- 3. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district; and [SHMC 17.12.025(C)]**

Applicants Comments: See Attachment C, 9<sup>th</sup> Avenue Planned Development Summary Page 37 and 38.

Staff Findings: Per the staff engineers' comments above, public water and sanitary sewer service will be provided to each parcel. City maintenance access will be in a utility easement over the driveway area. Connections are available in 9<sup>th</sup> Avenue. The subject property has frontage along 9<sup>th</sup> Avenue through a private access easement. Based on the applicant's statements the subject property is anticipated to be developed with a seven-lot planned development. Staff finds that utilities and services are efficiently provided to serve the proposed use of a planned development unit or other potential uses in the proposed zoning district.

The application complies with this criterion.

- 4. The proposed amendment to the comprehensive plan map is consistent with Oregon's statewide planning goals. [SHMC 17.12.025(D)]**

Applicants Comments: See Attachment C, 9<sup>th</sup> Avenue Planned Development Summary Page 38, 69-73.

Staff Findings: The applicant is not proposing an amendment to the comprehensive plan map.

- 5. OAR 660-012-0060(1). If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:**
  - a. Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);**
  - b. Change standards implementing a functional classification system; or**
  - c. Result in any of the effects listed in paragraphs (a) through (c) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.**

- i. Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;**
- ii. Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or**
- iii. Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan. [OAR 660-012-0060(1)]**

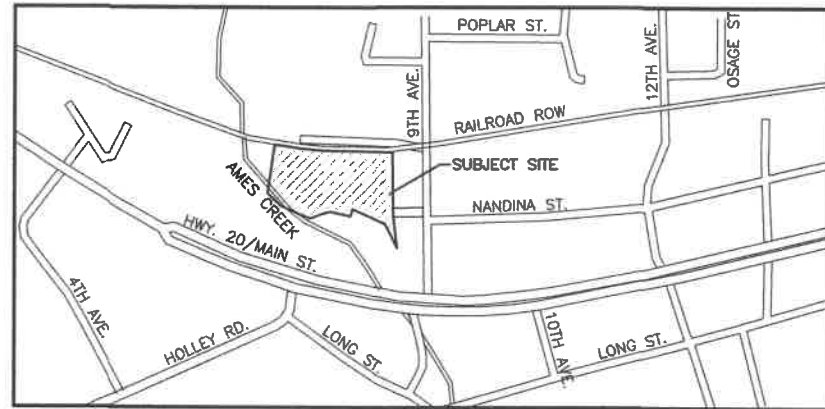
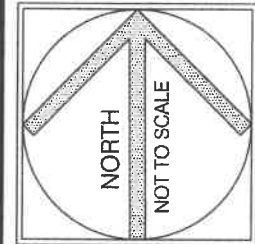
Staff Findings: The subject property has existing frontage along 9<sup>th</sup> Avenue through a private access easement on Lot 303. 9<sup>th</sup> Avenue is identified as a local street in the Sweet Home Transportation System Plan; Figure 2.2. The applicant has proposed a change in zoning from the Commercial Highway (C-2) to the Residential High Density (R-2) zone. The proposed use would be consistent with the Comprehensive Plan Map designation. Based on these findings, staff concludes that the proposed zone change would not significantly affect the existing transportation infrastructure in the neighborhood and is consistent with the Sweet Home Transportation System Plan.

The application complies with this criterion.

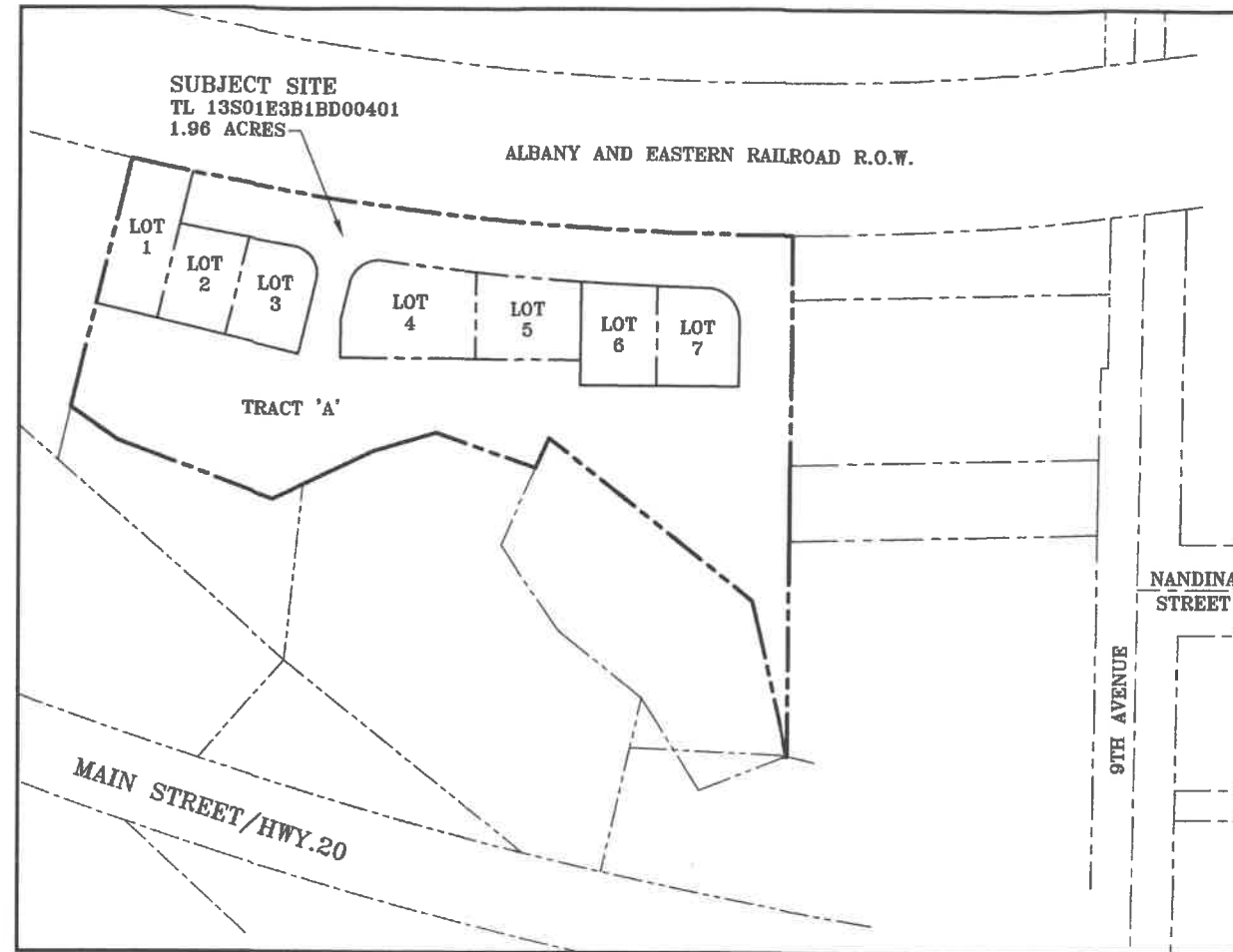
# 9TH AVENUE PLANNED DEVELOPMENT

## SWEET HOME, ORE.

**Cascadia**  
 Planning + Development Services  
 PO Box 1920  
 Silverton, Oregon 97381  
 503-804-1089  
 steve@cascadiapd.com  
 www.cascadiapd.com



VICINITY MAP



SITE MAP

**INDEX OF DRAWINGS**

- P-1 COVER SHEET
- P-2 EXISTING CONDITIONS
- P-3 AERIAL PHOTOGRAPH / LAND USE PLAN
- P-4 PRELIMINARY PLAT
- P-5 PRELIMINARY SITE PLAN
- P-6 PRELIMINARY GRADING & EROSION CONTROL PLAN
- P-7 PRELIMINARY STORM DRAIN PLAN
- P-7A PRELIMINARY STORM DRAIN BASIN PLAN
- P-7B PRELIMINARY STORM DRAIN DETAILS
- P-7C STORMTECH CHAMBER DETAILS
- P-7D STORMTECH CHAMBER DETAILS
- P-8 PRELIMINARY SANITARY SEWER & WATER PLAN
- P-9 PRELIMINARY 9TH STREET FRONTAGE PLAN
- P-10 PRELIMINARY PRIVATE STREET A PLAN (1+00-5+00)
- P-10A PRELIMINARY PRIVATE STREET A PLAN (5+00-8+00)

**APPLICANT / PROPERTY OWNER**

GOOD FAITH MANAGEMENT, LLC  
 PO BOX 412212  
 EUGENE, OR 97404  
 541-520-1265  
 CONTACT: JANIS VANAGS

**LAND SURVEYOR**

UDELL ENGINEERING & LAND SURVEYING, LLC  
 63 EAST ASH STREET  
 LEBANON, OR 97355  
 541-451-5125  
 CONTACT: KYLE LATIMER, PE, PLS

**APPLICANT'S REPRESENTATIVE**

CASCADIA PLANNING + DEVELOPMENT SERVICES  
 PO BOX 1920  
 SILVERTON, OR 97038  
 503-804-9294  
 CONTACT: STEVE KAY, AICP

**CIVIL ENGINEER**

DL DESIGN GROUP  
 500 W 8TH STREET, STE 205  
 VANCOUVER, WA 98660  
 503-644-4628  
 CONTACT: GARY DARLING, PE

CITY OF SWEET HOME LAND USE APPLICATION  
**9TH AVENUE PLANNED DEVELOPMENT**

T.L. 401, T.M. 1301E31BD  
 LINN COUNTY, OREGON

9TH AVENUE  
 SWEET HOME, OR 97386

**COVER SHEET**

OCTOBER 14, 2020

REVISIONS



**P-1**

SHEET 1 OF 13

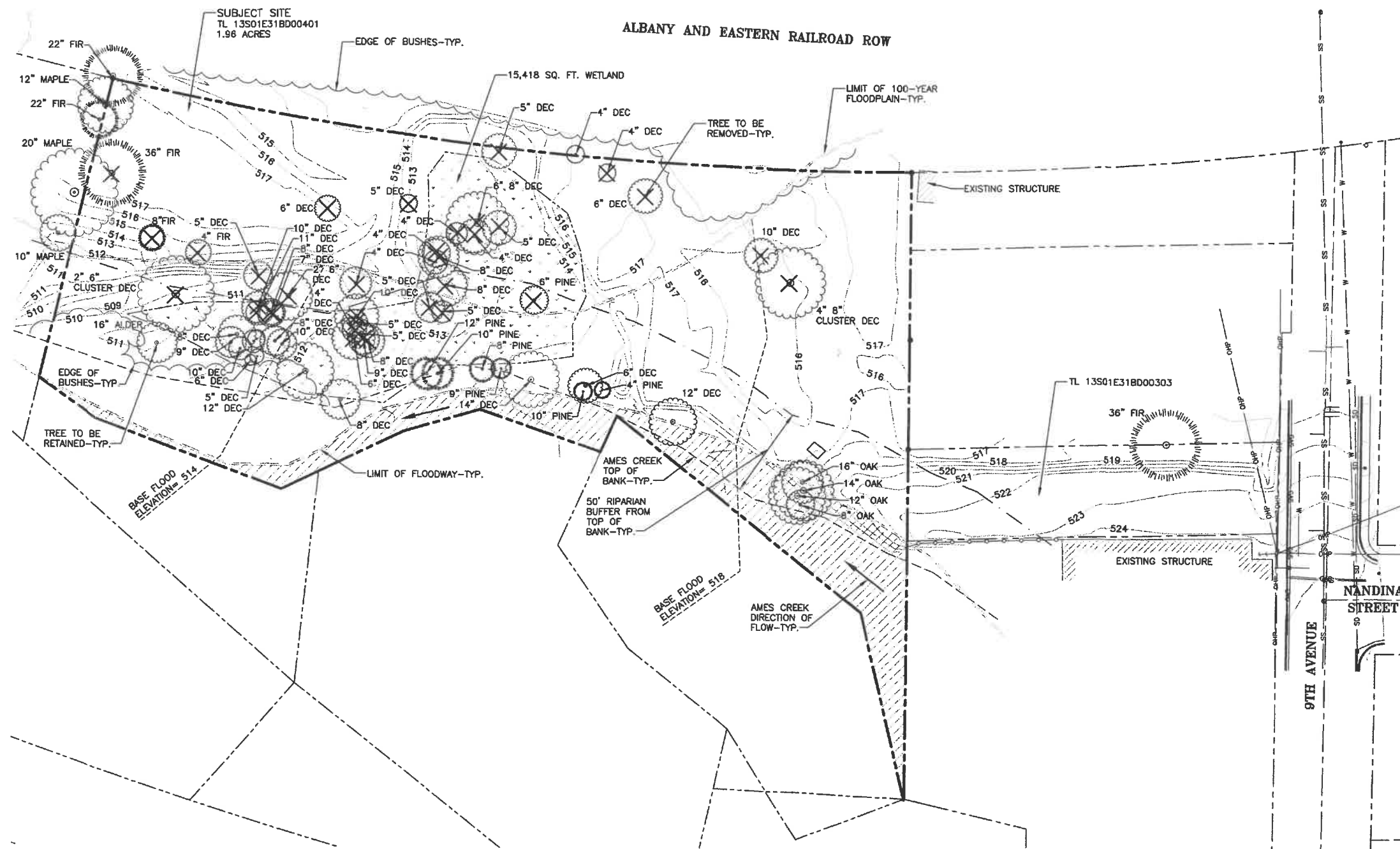
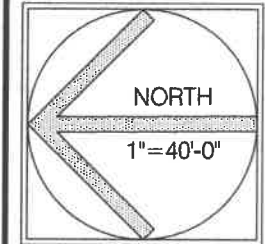
**SURVEY LEGEND - EXISTING FEATURES**

	CONCRETE BLOCK WALL		SANITARY SEWER MANHOLE
	TOP OF SLOPE		UTILITY VAULT
	WIRE FENCE		LIGHT POLE
	WOOD FENCE		ELECTRIC PEDESTAL
	MINOR CONTOUR		DECIDUOUS TREE
	MAJOR CONTOUR		STUMP
	SANITARY SEWER LINE		SURVEY FOUND MONUMENT
	WATER LINE		DECIDUOUS
	ELECTRIC LINE		BIRCH
	FIRE HYDRANT		IRRIGATION CONTROL VALVE
	WATER VALVE		HANDICAP PARKING
	CATCH BASIN / AREA DRAIN		

**GENERAL NOTES:**

1. BENCHMARK INFORMATION. TRAVERSE PK NAIL LOCATED IN THE SOUTHEASTERLY CORNER OF THE HOTEL PARKING LOT. ELEVATION DETERMINED BY STATIC GPS OBSERVATION NGS OPUS RAPID-STATIC SOLUTION DATED 10/18/16. ELEVATION=37.32' (NAVD88)
2. UNDERGROUND UTILITIES SHOWN HEREON ARE FROM READILY IDENTIFIABLE SURFACE INDICATORS AND UTILITY SERVICE PROVIDER PAINT MARKS. SEWER, ELECTRIC AND WATER PAINT MARKS WERE PRESENT AT THE TIME OF THIS SURVEY. NO CERTIFICATION CAN BE MADE REGARDING THE ACCURACY OR COMPLETENESS OF THE UNDERGROUND UTILITIES ON OR NEAR THE SUBJECT PROPERTY.
3. BOUNDARY DETERMINATION HOLDS RECORD BEARINGS AND DISTANCES PER MULTNOMAH COUNTY PARTITION PLAT NO. 1993-102.

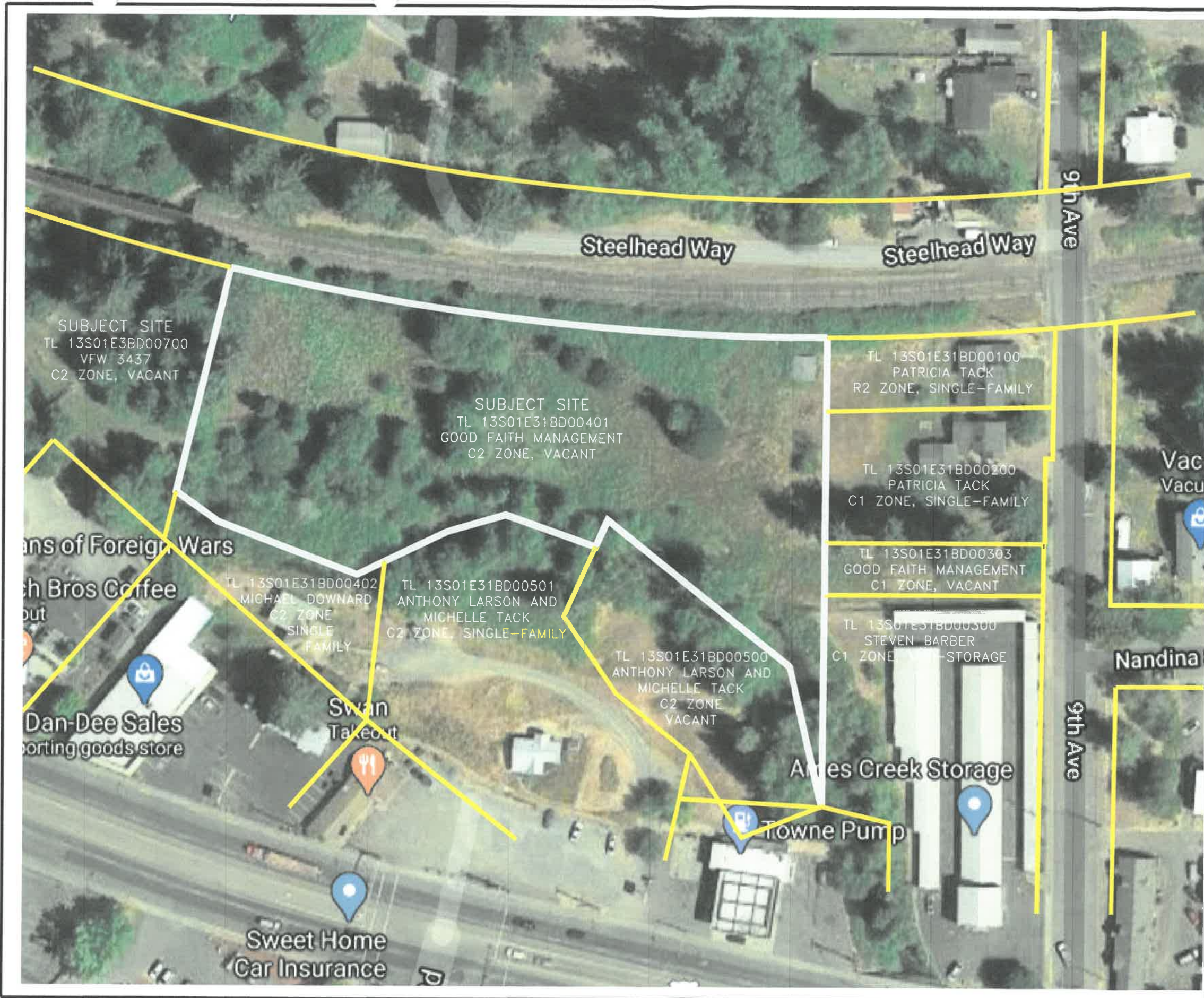
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CITY OF SWEET HOME LAND USE APPLICATION  
**9TH AVENUE PLANNED DEVELOPMENT**  
 T.L. 401, T.M. 1301E31BD  
 LINN COUNTY, OREGON  
 9TH AVENUE  
 SWEET HOME, OR 97386

**EXISTING CONDITIONS**  
 OCTOBER 14, 2020  
 REVISIONS  
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**P-2**  
 SHEET 2 OF 13



SUBJECT SITE  
 TL 13S01E3BD00700  
 VFW 3437  
 C2 ZONE, VACANT

SUBJECT SITE  
 TL 13S01E31BD00401  
 GOOD FAITH MANAGEMENT  
 C2 ZONE, VACANT

TL 13S01E31BD00100  
 PATRICIA TACK  
 R2 ZONE, SINGLE-FAMILY

TL 13S01E31BD00200  
 PATRICIA TACK  
 C1 ZONE, SINGLE-FAMILY

TL 13S01E31BD00303  
 GOOD FAITH MANAGEMENT  
 C1 ZONE, VACANT

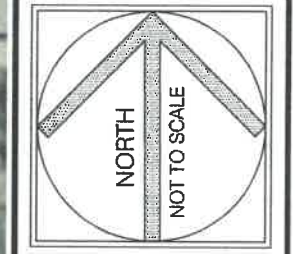
TL 13S01E31BD00300  
 STEVEN BARBER  
 C1 ZONE, STORAGE

TL 13S01E31BD00402  
 MICHAEL DOWNARD  
 C2 ZONE  
 SINGLE FAMILY

TL 13S01E31BD00501  
 ANTHONY LARSON AND  
 MICHELLE TACK  
 C2 ZONE, SINGLE-FAMILY

TL 13S01E31BD00500  
 ANTHONY LARSON AND  
 MICHELLE TACK  
 C2 ZONE  
 VACANT

**Cascadia**  
 Planning + Development Services  
 PO Box 1920  
 Silverton, Oregon 97381  
 503-804-1089  
 steve@cascadiapd.com  
 www.cascadiapd.com



CITY OF SWEET HOME LAND USE APPLICATION  
**9TH AVENUE PLANNED DEVELOPMENT**  
 T.L. 401, T.M. 1301E31BD  
 LINN COUNTY, OREGON

9TH AVENUE  
 SWEET HOME, OR 97386

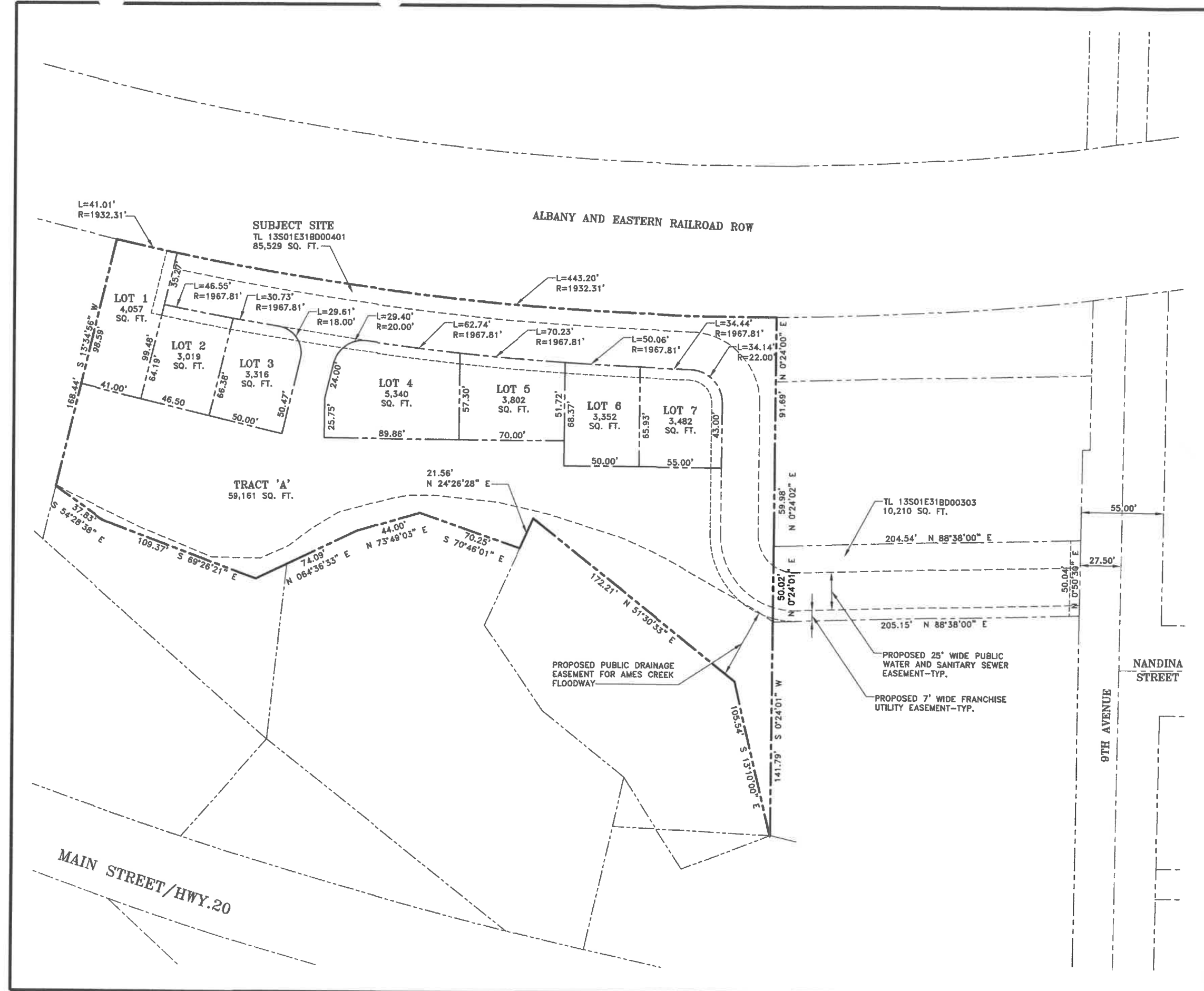
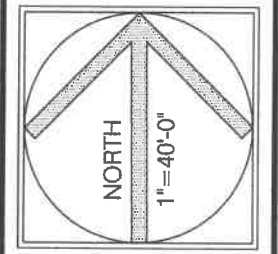
AERIAL PHOTO/  
 LAND USE PLAN  
 OCTOBER 14, 2020

REVISIONS  
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**P-3**

SHEET 3 OF 13





CITY OF SWEET HOME LAND USE APPLICATION  
**9TH AVENUE PLANNED DEVELOPMENT**

T.L. 401, T.M. 1301E31BD  
 LINN COUNTY, OREGON

9TH AVENUE  
 SWEET HOME, OR 97386

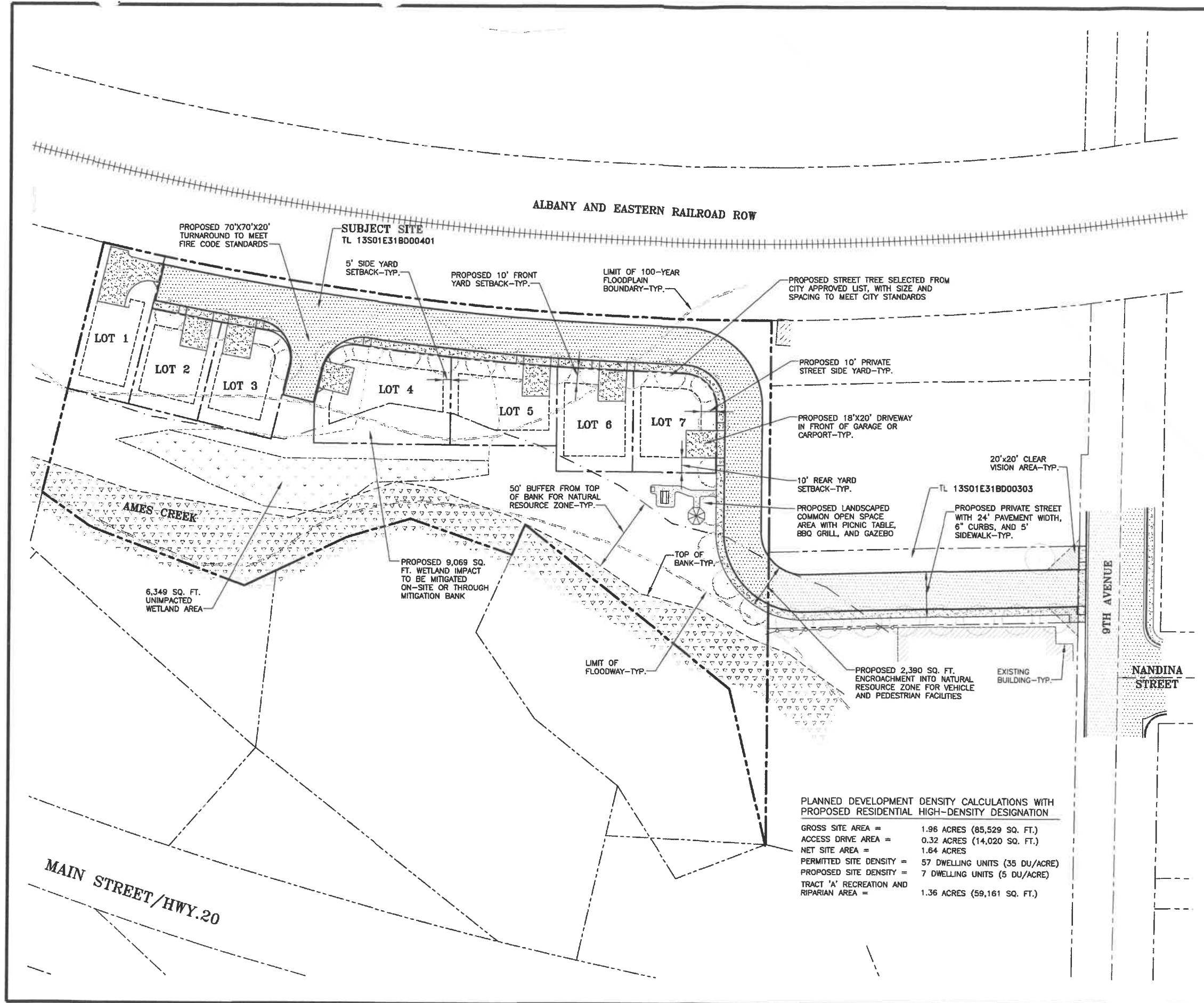
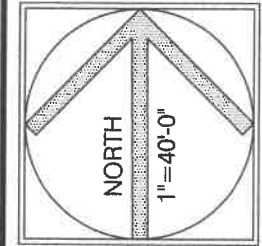
**PRELIMINARY PLAT**

OCTOBER 14, 2020

REVISIONS

**P-4**

SHEET 4 OF 13



PLANNED DEVELOPMENT DENSITY CALCULATIONS WITH PROPOSED RESIDENTIAL HIGH-DENSITY DESIGNATION

GROSS SITE AREA =	1.96 ACRES (85,529 SQ. FT.)
ACCESS DRIVE AREA =	0.32 ACRES (14,020 SQ. FT.)
NET SITE AREA =	1.64 ACRES
PERMITTED SITE DENSITY =	57 DWELLING UNITS (35 DU/ACRE)
PROPOSED SITE DENSITY =	7 DWELLING UNITS (5 DU/ACRE)
TRACT 'A' RECREATION AND RIPARIAN AREA =	1.36 ACRES (59,161 SQ. FT.)

CITY OF SWEET HOME LAND USE APPLICATION  
**9TH AVENUE PLANNED DEVELOPMENT**  
 T.L. 401, T.M. 1301E31BD  
 LINN COUNTY, OREGON  
 9TH AVENUE  
 SWEET HOME, OR 97386

**PRELIMINARY SITE PLAN**  
 OCTOBER 14, 2020  
 REVISIONS

**P-5**  
 SHEET 5 OF 13



PO Box 1920, Silverton, OR 97381  
www.cascadiapd.com / 503-804-1089

**CITY OF SWEET HOME  
APPLICATION FOR  
LAND USE REVIEW**

**9<sup>TH</sup> AVENUE PLANNED  
DEVELOPMENT**

Location: 9<sup>th</sup> Avenue  
Tax Lot 401 of  
Tax Map 13S01E31BD  
Linn County, Oregon

Prepared by: Steve Kay, AICP

Prepared for: Good Faith Management, LLC  
PO Box 412212  
Eugene, OR 97404

October 14, 2020

## **APPLICANT'S STATEMENT**

**PROJECT NAME:** 9<sup>th</sup> Street Planned Development

**REQUEST:** Concurrent Approval of a Zoning Map Amendment and Planned Development Application to Permit the Development of a 7 Single-Family Lots and an Open Space Tract

**ASSESSOR'S DESCRIPTION:** Tax Lot 401 of Tax Map 13S01E31BD  
Linn County, Oregon

**APPLICANT'S REPRESENTATIVE:** Steve Kay, AICP  
Cascadia Planning + Development Services  
P.O. Box 1920  
Silverton, OR 97381  
503-804-1089  
steve@cascadiapd.com

**APPLICANT AND PROPERTY OWNER:** Good Faith Management  
PO Box 412212  
Eugene, OR 97404

**PROPERTY SIZE:** 1.96 acres +/-

**LOCATION:** 9<sup>th</sup> Avenue (Unassigned Address)

**I. APPLICABLE REGULATIONS**

**A. City of Sweet Home Code of Ordinances**

- Title 12: Street, Sidewalks and Public Places**
  - Chapter 12.16: Public Trees, Shrubs and Bushes**
- Title 13: Public Services**
  - Chapter 13.04: Water Service System**
  - Chapter 13.08: Sewer Service System**
  - Chapter 13.09: Stormwater Drainage**
- Title 15: Buildings and Construction**
  - Chapter 15.12: Flood Hazard Regulations**
- Title 16: Land Divisions and Line Adjustments**
  - Chapter 16.12: Design Standards**
  - Chapter 16.16: Tentative Plan**
- Title 17: Zoning**
  - Chapter 17.08: General Provisions**
  - Chapter 17.12: Administration and Enforcement**
  - Chapter 17.28: R-2 Residential High-Density Zone**
  - Chapter 17.48: PD Planned Development Zone**
  - Chapter 17.72: NR Natural Resources**

**B. Sweet Home Comprehensive Plan**

- Chapter 2: Land Use Element**
- Chapter 3: Natural Features and Parks**
- Chapter 4: Residential Lands and Housing**
- Chapter 5: Economic Development and Lands for Economic Growth**
- Chapter 6: Transportation Systems**
- Chapter 7: Public Facilities**
- Chapter 8: Plan Management**

**C. Statewide Planning Goals**

- Goal 1: Citizen Involvement**
- Goal 2: Land Use Planning**
- Goal 3: Agricultural Lands**
- Goal 4: Forest Lands**
- Goal 5: Open Spaces, Scenic and Historic Areas, and Natural Resources**
- Goal 6: Air, Water and Land Resource Quality**
- Goal 7: Natural Hazards**
- Goal 8: Recreational Needs**
- Goal 9: Economic Development**
- Goal 10: Housing**
- Goal 11: Public Facilities and Services**
- Goal 12: Transportation**
- Goal 13: Energy Conservation**
- Goal 14: Urbanization**

## II. BACKGROUND:

The applicant and property owner, Good Faith Management LLC, is requesting approval of a proposed map amendment and development of Tax Lots 401 of Tax Map 13S01E31BD. Currently, Tax Lot 401 is designated High Density Residential on the Comprehensive Plan Map and C-2 (Highway Commercial) on the Zoning Map. Due to the limited potential for use of the site under the commercial designation, as well as the high demand for additional workforce housing in Sweet Home, the applicant is proposing to amend the Zoning Map to designate Tax Lot 401 as R-2 (High Density Residential).

The attached plans indicate that the applicant is requesting approval of a Planned Development application under the R-2 zone designation. The attached Preliminary Site Plan indicates that access to the subject site from 9<sup>th</sup> Avenue will be through a proposed easement across Tax Lot 303, which is also owned by the applicant. After subtracting the access drive area on Tax Lot 401, the net site area is approximately 1.64 acres. At the permitted density of 35 dwelling units/acre, up to 57 multi-family dwelling units may be developed on the site. However, the attached plans indicate that the applicant is proposing to protect natural resource areas and develop 7 single-family lots on the subject parcels. Through the planned development process, the applicant is proposing to modify the minimum lot size, minimum lot width, front setback, and street yard setback standards as shown on the attached plans. As proposed, Tract 'A' will protect environmentally sensitive areas of the site and provide common open space amenities for the planned development.

The attached Existing Conditions Plan indicates that the proposed development's access point on 9<sup>th</sup> Avenue is located approximately 25-ft. north of the Nandina Street intersection (see Exhibit 3). Currently, the 9<sup>th</sup> Avenue frontage of Tax Lot 303 is improved with approximately 21-ft. of asphalt paving from centerline and an existing concrete gutter and curb is located on the west side of the street. To meet Local Street standards, the applicant is proposing to install a 5-ft. curbtight sidewalk and street trees along this street frontage. To provide access for Lots 1-7, the applicant is proposing to install a 24-ft. wide private street through Tax Lot 303 and within Tract 'A', with 6-in. curbs on both sides of the street, and a 5-ft. sidewalk along the south side of the roadway. To meet Fire Code Standards, the attached Preliminary Site Plan indicates that a 20-ft. x 70-ft. turnaround with a 28-ft. turning radius will be installed between Lots 3 and 4 (see Exhibit 3).

The submitted site plan identifies several natural resources including Ames Creek and a 50-ft. wide buffer measured from the top of bank. The plan also locates an on-site wetland and delineates a 100-year floodplain boundary along the north side of Ames Creek. To limit impacts to these resource areas, the applicant is proposing to site the development in the northern portion of Tax Lot 401. Due to the limited unconstrained area of the site, the applicant is proposing to encroach the proposed development into the wetland area and will mitigate for impacts either on-site or through a mitigation bank. As permitted under Chapter 17.72, the applicant is proposing to encroach into a small portion of the 50-ft. buffer with the private street. To ensure that the proposed development is not impacted by the floodplain, the applicant will be constructing horizontal structural members of buildings at least 18" above the base flood elevation.

City maps indicate that public utilities are in the vicinity of the subject property and can accommodate the proposed development. Public sanitary sewer and water service will be provided by extending public mains lines from 9th Avenue within a proposed public easement. Stormwater from impervious surfaces will be collected and detained on-site in accordance with City standards prior to being discharged into Ames Creek at the pre-development rate.

A copy of the signed Application Form, Property Deed and Legal Description, and Preliminary Development Plans are included with this application packet. The applicant's exhibits and narrative demonstrate that the submitted land use requests meet the criteria for approval as outlined by the City of Sweet Home Code of Ordinances.

**III. FINDINGS**

**A. CITY OF SWEET HOME CODE OF ORDINANCES**

**TITLE 12: STREETS, SIDEWALKS AND PUBLIC PLACES**

**Chapter 12.16: Public Trees, Shrubs and Bushes**

**Section 12.16.070: Street Tree Planting Specifications.**

- A. Tree selection. The official city street tree list of acceptable species for trees, shrubs, bushes and other woody plant material is included in Appendix E of the 1993 Sweet Home Park and Street Tree Planting Plan. No person, without the written permission of the city, shall plant a street tree of a species other than those included on the list.**
- B. Size of tree to be planted. Unless otherwise specified by the City of Sweet Home, all trees and their cultivars shall conform to the American Standard for Nursery Stock. The minimum size for planting stock for use along arterial street is a caliper of two inches or greater and one and one-half inches or greater along a collector street.**
- C. Tree grade. Unless otherwise specified by the city, all trees shall have straight trunks, well developed leaders and tops. The root system shall be characteristic of the species and it shall exhibit evidence of proper nursery practices.**
- D. Type of planting stock. Unless otherwise specified by the city, all nursery stock shall conform to the American Standard for Nursery Stock.**

**COMMENT:**

The attached Preliminary Site Plan indicates that street trees will be planted along the site's frontage on 9<sup>th</sup> Avenue and along proposed Private Street A (see Exhibit 3).

- E. **Spacing of plantings.** The spacing of street trees shall be in accordance with the species, size and listed in Appendix E of the Sweet Home Park and Street Tree Planting Plan and no trees shall be planted closer together than the following:
- F. **Utility lines.** No street trees other than those species listed in Appendix E of the 1993 Park and Street Tree Planting Plan may be planted under or within ten lateral feet of any overhead utility wire or over or within five lateral feet of any underground water line, sewer line, transmission line or other utility.

**COMMENT:**

As required, proposed street tree size and spacing will conform to City standards. The attached Existing Conditions Plan indicates that overhead lines are located along the 9<sup>th</sup> Avenue frontage of Tax Lot 303, therefore these proposed street trees are located at least 10-ft. from the wires (see Exhibit 3).

**TITLE 13: PUBLIC SERVICES**

**Chapter 13.04: Water Service System**

**Section 13.04.080: New Water Service**

No new water service shall be installed by the city until the potential customer has installed a cutoff, or "yard valve", between the meter and the outlet. The City of Sweet Home reserves the right to refuse or discontinue water service to any premises where the City Engineer of the City of Sweet Home has determined that the plumbing facilities, appliances and/or equipment using water are not installed and/or operating in accordance with the Oregon State Health rules and Plumbing Code of the City of Sweet Home and endanger the public health. Water service may be refused to any premises as long as the conditions exist. However, water service that is being furnished to an occupied premises may be discontinued only after notice of the condition of the plumbing that endangers the public health has been mailed by certified or registered mail to the owner of record, and the notice also has been given to the occupant of the premises, either personally, by posting the notice on the premises or by mailing the notice to said occupant by certified or registered mail at least seven days



prior to the time that the water service is terminated unless immediate emergency action is required. If shortage of water exists, the city may restrict the use of water as determined by the city.

**COMMENT:**

The attached Composite Utility Plan demonstrates that the applicant is proposing to extend a public water main from 9<sup>th</sup> Avenue to the west terminus of Private Street A. The submitted plan illustrates that individual water laterals and meters will be installed to serve each of the proposed lots.

**Chapter 13.08: Sanitary Service System**

**Section 13.08.060: Use of Public Sewers Required.**

- D. The owner of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes that use water or produce wastewater situated within the city and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the city, is hereby required at the owner's expense to install suitable toilet facilities therein and to connect such facilities directly with the proper public sewer in accordance with the provisions of this chapter, within 90 days after date of official notice to do so; provided that, the public sewer is within 100 feet (30.5 meters) of the property line.

**COMMENT:**

The attached Existing Conditions Plan indicates that an existing sanitary sewer main line is located in 9<sup>th</sup> Avenue, adjacent to the subject site. The applicant's Composite Utility Plan demonstrates a new sanitary sewer main will be extended within Private Street A to a location where gravity sewer service can extend to 9<sup>th</sup> Avenue. Each lot is served with a STEP system that includes a temporary holding tank and pressurized sanitary sewer laterals that connect to the public gravity system within Private Street A (see Exhibit 3).

**Section 13.08.070: Construction—Generally**

- A. The city requires that any public infrastructure required by this chapter be constructed to the opposite extent of the property from the boundary side providing the existing utility. On a case by case basis, the Public Works Director may allow the extension of public utilities to front a portion of the property to be served with the following conditions.

**COMMENT:**

The attached Existing Conditions Plan demonstrates that an existing sanitary sewer main line is located along the site's entire 9<sup>th</sup> Avenue frontage (see Exhibit 3). Therefore, an extension of this public utility is not required.

**Chapter 13.09: Stormwater Drainage**

**Section 13.09.030: Stormwater Drainage Policy**

- E. The city shall maintain public stormwater drainage facilities located on city property, city right-of-way or city easements. Public stormwater drainage facilities to be managed by the city include, but are not limited to:**

**COMMENT:**

To manage stormwater from the proposed private street, the applicant is proposing to install private stormwater facilities within Tract 'A' (see Exhibit 3). As required, a homeowner's association will provide on-going maintenance of the facility.

- F. Stormwater drainage facilities not maintained by the city include, but are not limited to:**
  - 1. Stormwater drainage facilities not located on city property, city right-of-way or city easement;**
  - 2. Private parking lot stormwater drainages;**
  - 3. Roof, footing and area drainages;**
  - 4. Drainages not designed and constructed for use by the general public;**
  - 5. Drainage swales which collect stormwater from a basin less than 100 acres that is not located on city property, right-of-way or easement;**
  - 6. Access driveway culverts;**
  - 7. Those portions of streams or drainage ways located on privately-owned land; and**
  - 8. Ditches swales, culverts and similar facilities owned and operated by the U.S. Bureau of Reclamation or other local, county or state**

governments.

**COMMENT:**

The attached Preliminary Composite Utility Plan indicates that the applicant is proposing to install stormwater drainage facilities within Tract 'A'. As required, the property owners of the proposed lots will be responsible for maintenance of the facilities.

**TITLE 15: BUILDINGS AND CONSTRUCTION**

**Chapter 15.12: Flood Hazard Area Regulations**

**Section 15.12.040: Lands to Which Chapter Applies.**

**This chapter shall apply to all areas of special flood hazards within the jurisdiction of the city.**

**COMMENT:**

A review of FEMA maps indicates that a portion of the site contains a floodway and 100-year floodplain associated with Ames Creek. The floodway is located within the stream's top of bank, which is identified on the attached Existing Conditions Plan (see Exhibit 3). Based on FEMA Maps, the applicant has illustrated the boundary of 100-year floodplain on the Existing Conditions Plan.

**Section 15.12.090: Development Permit Requirement.**

**A development permit shall be obtained before construction or development begins within any area of special flood hazard established in § 15.12.050. The permit shall be for all structures, including manufactured homes, as set forth in § 15.12.030, and for all other development.**

**COMMENT:**

The applicant is requesting approval of a Planned Development application under the proposed R-2 zone designation. Specific development plans for each of the proposed single-family lots are not determined at this time. As required, the applicant will obtain development permits prior to the construction of any structures within the special flood hazard area.

**Section 15.12.110: Application for Development Permit.**

- A. Application for a development permit shall be made on forms furnished by the building inspection program and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions and elevations of the area in question, existing or proposed structures, fill, storage of materials and drainage facilities.**

**B. Specifically, the following information is required:**

- 1. Elevation in relation to mean sea level of the lowest floor (including basement) of all structures;**
- 2. Elevation in relation to mean sea level to which any structure has been floodproofed;**
- 3. Certification by a registered design professional that the floodproofing methods for any nonresidential structure meet the floodproofing criteria; and**
- 4. Description of the extent to which a watercourse will be altered or relocated as a result of proposed development.**

**COMMENT:**

The applicant is not requesting development permits for structures in the special flood hazard area at this time. As required, the above information will be provided to the City when permits are requested.

**Section 15.12.130: General Standards.**

In all areas of special flood hazards, the following standards are required.

**A. Anchoring.**

- 1. All new construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure.**
- 2. All manufactured homes shall be anchored to prevent flotation, collapse or lateral movement, and shall be installed using methods and practices that minimize flood damage. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors.**

**COMMENT:**

As required, future development of dwellings on the site will include anchoring meeting the above standards.

**B. Construction materials and methods.**

1. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
2. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.
3. Electrical, heating, ventilation, plumbing and air-conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

**COMMENT:**

As required, all future structures within the 100-year floodplain will be constructed using the above methods to minimize flood damage.

**C. Utilities.**

1. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
2. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood water.
3. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding consistent with the Department of Environmental Quality.

**COMMENT:**

As required, proposed water and sanitary sewer systems will be designed to minimize or eliminate the infiltration of flood waters in accordance with the above standards.

**D. Subdivision proposals.**

1. All subdivision proposals shall be consistent with the need to minimize flood damage.
2. All subdivision proposals shall have public

utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage.

3. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage.
4. Where base flood elevation data has not been provided or is not available from another authoritative source, it shall be generated for subdivision proposals and other proposed developments which contain at least 50 lots or five acres (whichever is less).

**COMMENT:**

The applicant is proposing a 7-lot subdivision of the site through the planned development process. The attached preliminary development plans demonstrate that the subdivision has been designed to minimize exposure to flood damage by located the proposed development in the north portion of the property. As required, future dwellings that are constructed on the proposed lots will be elevated above the base flood elevation.

- E. Review of building permits. Where elevation data is not available either through the Flood Insurance Study, FIRM or from another authoritative source, applications for building permits shall be reviewed to assure that proposed construction will be reasonably safe from flooding. The test of reasonableness is a local judgement and includes use of historical data, high water marks, photographs of past flooding, etc., where available. Failure to elevate at least two feet above grade in these zones may result in higher insurance rates.

**COMMENT:**

As indicated on the attached Existing Conditions Plan, FEMA maps indicate that the base flood elevation for the subject property is 518-feet. Therefore, this elevation data may be used for the application of future building permits.

**Section 15.12.140: Specific Standards.**

**In all areas of special flood hazards where base flood elevation data has been provided as set forth in §§ 15.12.050 or 15.12.120B., the following provisions are required:**

- A. Residential construction.

1. New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated one foot or more above base flood elevation.
2. Fully enclosed areas below the lowest floor that are subject to flooding are prohibited or shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria.
  - a. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
  - b. The bottom of all openings shall be no higher than one foot above grade.
  - c. Openings may be equipped with screens, louvers or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

**COMMENT:**

At this time, the applicant is not requesting development permits for the construction of single-family dwellings on the proposed lots. When building permits are requested, the homes will be elevated and include openings in accordance with the above standards.

- B. **Nonresidential construction.** New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including basement, elevated at or above base flood elevation; or, together with attendant utility and sanitary facilities, shall:

**COMMENT:**

The applicant is proposing to develop a gazebo within Tract 'A', therefore it will be elevated in accordance with the above standards.

- C. **Manufactured homes.** All manufactured homes to be

placed or substantially improved on sites shall be:

1. Elevated on a permanent foundation such that the finished floor of the manufactured home is at least 18 inches above base flood elevation and be securely anchored to an adequately anchored foundation system.
2. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately designed foundation system to resist flotation, collapse and lateral movement.

**COMMENT:**

If manufactured homes are placed on the proposed lots, the homes will be elevated and anchored in accordance with the above standards.

- D. **Recreational vehicles.** Recreational vehicles placed on sites in compliance with city codes are required to either:

**COMMENT:**

The applicant is not proposing to place recreational vehicles on the subject site. If future homeowners park recreation vehicles on the site, they will be required to follow City standards.

**TITLE 16: LAND DIVISIONS AND LINE ADJUSTMENTS**

**Chapter 16.12: Design Standards**

**Section 16.12.020: Streets.**

The location, width and grade of streets shall be considered in their relation to existing and planned streets, topographical and drainage conditions, public convenience and safety, the proposed use of land to be served by the streets, and full land utilization which will not result in tracts of vacant inaccessible land. Street design standards are intended to provide city staff with standards and guidelines for protecting the function and integrity of the city's transportation system. The following table implements the standards of the Transportation System Plan.

1. A transportation impact analysis (TIA) may be



required, if the proposed development appear to have traffic generators with a significantly high level of traffic.

- a. Applicants may be required to have a pre-application meeting with city staff to determine if the proposed development will have a significantly high level of traffic. If determined by city staff that a TIA is required, the TIA must be submitted as a part of the application or the application will not be considered complete and will be on hold as per Oregon Revised Statutes.

**COMMENT:**

The applicant attended a pre-application conference with City staff on January 6, 2020 to discuss the proposed Zoning Map Amendment and Planned Development application. Since the proposal will generate traffic from only 7 single-family dwellings, City staff did not indicate that a TIA is required for this application.

- C. **Future extensions of streets. Where necessary to give access or to permit a satisfactory future division of adjoining land, streets shall be extended to the boundary of the subdivision or partition.**

**COMMENT:**

To provide access to the proposed single-family lots, the applicant is proposing to extend Private Street A from 9<sup>th</sup> Avenue. The attached Aerial Photograph/Land Use Plan demonstrates that a railroad right-of-way is located to the north of the site, and a parcel owned by the Sweet Home Veterans of Foreign Wars Club is located west of the subject property (see Exhibit 3). Adjoining parcels to the south are separated from the site by Ames Creek. Therefore, it is not necessary and/or feasible to provide access to adjacent properties for the future division of adjoining land.

- D. **Intersection angles. Streets shall be designed to intersect at angles as near to right angles as practical except where constrained topography or abutting properties requires a lesser angle.**

**COMMENT:**

The attached Preliminary Site Plan indicates that proposed Private Street A intersects with 9<sup>th</sup> Avenue at a right angle (see Exhibit 3).

- E. **Existing streets. Whenever existing streets adjacent to or within a tract are of inadequate width, additional right-of-way shall be provided at the time of subdivision.**

**COMMENT:**

The submitted Existing Conditions Plan indicates that the existing 9<sup>th</sup> Avenue right-of-way is 55-ft. wide, meeting local street standards (see Exhibit 3).

**F. Half-streets. Half streets shall be required for existing right-of-way on the perimeter of the subdivision with the following conditions:**

- 1. Located adjacent to unimproved streets.**
- 2. Located adjacent to one-half street condition on the same side of the street.**
- 3. Located opposite of a constructed one-half street.**

**COMMENT:**

The Existing Conditions Plan demonstrates that approximately 21-ft. of existing pavement is provided from centerline, and a curb and gutter are currently located along the 9<sup>th</sup> Street frontage of Tax Lot 303. To fully improve this roadway to City standards, the applicant is proposing to install a 5-ft. curbtight sidewalk and a street tree along the site's frontage (see Exhibit 3).

**G. Dead end streets: A dead end street shall terminate with a turnaround designed to the minimum size standards of the International Fire Code.**

- 1. Dead end streets can be allowed only when the extension of street is not possible due to one or more of the following reasons:**
  - a. A natural feature, such as a wetland, stream or steep slope makes it impractical for the street to be extended.**
  - b. An existing structure or use is located on an adjacent parcel within the alignment of the proposed street.**
  - c. An existing deed restriction or covenant or political boundary does not allow the extension of the street.**
  - d. The alignment is approved as part of a Planned Development.**

**COMMENT:**

The applicant's Preliminary Site Plan indicates that proposed Private Street A is a dead end roadway that is approximately 740-ft. long. The applicant is proposing to install a turnaround meeting Fire Code standards at the west terminus of the street (see Exhibit 3). Due to the presence of the Sweet Home Veterans of Foreign Wars Club (VFW 3437) property to the west, railroad right-of-way to the north, and Ames Creek to the south of the site, the applicant is not proposing to extend the private street to adjacent properties.

**Section 16.12.030: Lots and Parcels.**

- A. Size and shape. Lot and parcel size, width, shape and orientation shall be appropriate for the zone and location of the subdivision, as well as for the type of use contemplated.**
- B. No lot or parcel shall be dimensioned to contain a part of an existing or proposed street.**

**COMMENT:**

The applicant is proposing to amend the Zoning Map to designate Tax Lot 401 as R-2 (High Density Residential). Through the planned development process, the applicant is proposing to modify the R-2 minimum lot size, front setback, and street yard setback as shown on the attached Preliminary Site Plan. As required, the attached Preliminary Plat indicates that Private Street A is located within Tract 'A' and proposed lot dimensions do not contain a portion of the proposed street (see Exhibit 3). The attached plans indicate that Private Street A extends through Tax Lot 303, from the subject site to 9<sup>th</sup> Avenue. Tax Lot 303 is not included within the proposed planned development, however the applicant also owns this parcel. Therefore, when a homeowner association is established for the proposed development, Tract 'A' and Tax Lot 303 will be commonly owned and maintained by the owners of Lots 1-7.

- C. Residential lots and parcels shall be consistent with the residential lot size and width standards of Sweet Home Municipal Code Title 17.**
- D. Lot depth shall not exceed two and one-half times the average width.**

**COMMENT:**

The minimum single-family detached lot size in the R-2 zone is 5,000 sq. ft. and the minimum lot width is 60-feet. The attached Preliminary Plat indicates that the proposed parcels range in size from 3,482 sq. ft. to 5,340 sq. ft., and range in width from 41.00-ft. to 89.86-ft. (see Exhibit 3). As required, the minimum proposed lot depth of 51.72-ft. is not more than 2.5 times the average proposed lot width of 57.49-feet.

- E. Frontage. Each lot or parcel, except those abutting private streets, shall abut upon a publicly owned street, other than an alley, for a width of at least 25 feet.**

**COMMENT:**

The attached Preliminary Plat indicates that Lots 1-7 have at least 25-ft. of lot frontage on Private Street A.

- F. **Access easements. Where no other practical access to lots or parcels exists, the City may allow an access easement for actual access to lots or parcels. Approval of an easement that is a joint use driveway may be approved pursuant to the standard listed in Section 17.08.100(C)(6).**

**COMMENT:**

Due to the configuration of the site, the applicant is proposing to provide access for Lots 1-7 through the extension of Private Street A through Tax Lot 303 and Tract 'A'. The proposed private street will be owned and maintained by the development's homeowner's association. The submitted Preliminary Plat demonstrates that no access easements are located on Lots 1-7.

- G. **Through lots should be avoided except where they are essential to provide separation of residential development from non-residential activities, arterial streets, or to overcome a specific disadvantages of topography and orientation.**

**COMMENT:**

The attached Site Plan demonstrates that no through lots are proposed with the planned development (see Exhibit 3).

- H. **Lot side lines. The side lines of lots, as far as practicable, shall run at right angles to the street upon which the lots face.**
  - 1. **Topographical conditions or street configurations may warrant an angle.**
  - 2. **Generally, any angle should not exceed 30° from a right angle to the street.**

**COMMENT:**

The attached Preliminary Plat indicates that the side lines of the proposed parcels run at a right angle to Private Street A, which is the street upon the lots face (see Exhibit 3).

- I. **Flag Lots. Flag lots should be avoided if local street connection can reasonably be included in lieu of the flag lot configuration. The thin strip of land, known as the flag pole, which provides access to the lot(s)**

furthest from the street shall not be used in determining lot size, lot width or yard setback requirements.

**COMMENT:**

The attached Preliminary Plat indicates that no flag lots are proposed (see Exhibit 3).

- J. **If special setbacks are to be established in a subdivision or partition through the variance process, they shall be shown on the tentative plan and final plat and included in the deed restrictions.**

**COMMENT:**

The applicant is not proposing special setbacks with this Planned Development application, therefore these standards do not apply.

**Section 16.12.035: Easements.**

**A. City utility lines.**

- 1. **Easements for city sanitary sewer, storm water collection systems, and water mains, or other utilities, not located within the public right-of-way, shall be dedicated wherever necessary.**
- 2. **City easements shall be at least 20 feet wide and offset on rear or side lot lines with five feet on one side and 15 feet on the other.**

**COMMENT:**

As illustrated by the attached Preliminary Plat, the applicant is proposing to establish a 20-ft. easement within Tax Lot 303 and Tract 'A' for the extension of City sanitary sewer and water main lines (see Exhibit 3).

- B. **Franchise utility easements will be seven feet in width and generally abutting the right-of-way.**

**COMMENT:**

The attached Preliminary Plat indicates that the applicant will be dedicating a 7-ft. wide franchise utility easement along the 9<sup>th</sup> Avenue frontage of Tax Lot 303, and along one side of Private Street A (see Exhibit 3).

- C. **Drainage channels. If a subdivision or partition is traversed by a drainage channel, there shall be provided a public drainage easement. The drainage easement shall conform substantially with the lines**

**of the drainage channel, with additional width as needed for channel maintenance.**

**COMMENT:**

The attached Existing Conditions Plan indicates that the subject site contains a drainage channel. The submitted Preliminary Plat indicates that a proposed public drainage easement will be dedicated to the City to permit access within the Ames Creek floodway (see Exhibit 3).

**Section 16.12.040: Water System.**

**The design shall be to city standards and shall be approved by the City Engineer. The design shall take into account provisions for extension beyond the subject property. The design shall adequately loop the city system.**

**COMMENT:**

Through the planned development process, the applicant is proposing a 7-lot land division of the subject site. Due to the low number of proposed dwelling units, looping of the public water system is not required. The attached Aerial Photograph/Land Use Plan demonstrates that extension of the public water system is not required to serve adjoining properties. The attached Sanitary Sewer and Water Plan indicates that a public water main will be extended along the Private Street A alignment. The plan also demonstrates that individual water meters and water laterals for each of the proposed lots will be installed in accordance with City standards (see Exhibit 3).

**Section 16.12.045: Sanitary Sewer System.**

**The design shall be to city standards and shall be approved by the City Engineer. The design shall take into account capacity and grade to allow for desirable extension beyond the subject property.**

**COMMENT:**

The attached Composite Utility Plan indicates that a gravity public sanitary sewer main will be extended from 9<sup>th</sup> Avenue to Station 3+67.00 within Private Street A. Due to the length of the private street and the depth of the public sewer main within 9<sup>th</sup> Avenue, individual private pumps and pressurized sanitary sewer laterals are proposed from each of the lots to a 60-in. manhole at the terminus of the sanitary sewer main line (see Exhibit 3). The submitted Preliminary Development Plans demonstrate that an extension of the public sanitary sewer system is not required to serve adjoining properties.

**Section 16.12.050: Storm Water and Surface Drainage.**

**Design of drainage within a subdivision or partition shall be to city standards, and shall be approved by the City Engineer.**

**A. The design shall take into account the capacity and grade necessary to maintain unrestricted flow from**

areas draining through the subdivision or partition and to allow extension of the system to serve such areas.

- B. Provision shall be made for water quality and retention storage areas designed and constructed to meet the standards set by the city.

**COMMENT:**

The attached Composite Utility Plan indicates that stormwater from impervious areas will be directed to proposed Stormtech chambers within Tract 'A', where water quality and detention can be provided before drainage is released into Ames Creek (see Exhibit 3). As demonstrated by the attached Preliminary Stormwater Report, the proposed design meets City standards (see Exhibit 4).

**Section 16.12.055: Lot Grading.**

**Lot grading shall conform to all applicable Oregon Building Codes and Sweet Home Municipal Code Titles 12, 13, and 15 requirements.**

**COMMENT:**

The attached Preliminary Grading and Erosion Control Plan demonstrates that lot grading will conform to Building Code and City standards (see Exhibit 3).

**Section 16.12.060: Erosion Control.**

**Erosion control must be approved as per the City's Erosion Control requirements of Sweet Home Municipal Code Chapter 13.06.**

**COMMENT:**

The attached Preliminary Grading and Erosion Control Plan includes details which demonstrate compliance with the City's erosion control standards (see Exhibit 3).

**Section 16.12.070: Underground Utilities.**

**All permanent franchise utility service to subdivision lots shall be provided from underground facilities. No overhead utility facilities in connection with permanent utility service to a subdivision or partition shall be permitted. In the case of a partition in an area where underground utility service is not presently provided, permanent service may be supplied by means of overhead wires or cables.**

**COMMENT:**

As required, all franchise utilities serving the planned development will be installed underground. The attached Preliminary Plat indicates that a 7-ft wide easement will be provided for the installation of franchise utilities along the frontage of 9<sup>th</sup> Avenue and Private Street A (see Exhibit 3).

**Section 16.12.075: Large Tract Land Division.**

**In subdividing or partitioning tracts into large lots or parcels which may be divided in the future, the city may impose requirements which will allow for subsequent division of any lot, parcel, or tract.**

**COMMENT:**

The submitted Preliminary Plat demonstrates that the proposed land division will not result in the creation of over-sized parcels that could be partitioned in the future. Therefore, these standards do not apply.

**Chapter 16.16: Tentative Plan**

**Section 16.16.020: Pre-Application Review**

**A pre-application conference may be required by the city. The subdivider shall submit a sketch to the City Planner and the Public Works Engineering Division of the proposed tentative plan for the property to be divided. Following preliminary review, the subdivider may proceed to prepare a tentative plan for submission to the city.**

**COMMENT:**

As required, the applicant attended a pre-application conference with City staff on January 6, 2020 to discuss the proposed map amendment and planned development with City staff.

**Section 16.16.025: Tentative Subdivision, Subdivision Replat or Partition, Partition Replat Plan Submittal.**

**All applications for a tentative partition or subdivision approval must include a complete application form. For a subdivision or subdivision replat, ten full size copies and one 8½" by 11" copy of a plan shall be submitted with the following details. For a partition or partition replat, three full size copies and one 8½" by 11" copy of a plan shall be submitted showing the following details. The tentative plan need not be a finished drawing but it shall show all pertinent information to scale.**

**A. Where the land to be subdivided contains only part**



of the tract owned or controlled by the subdivider, a sketch is required of a tentative layout for streets and utilities in the unsubdivided portion indicating connections to existing or future improvements.

**COMMENT:**

As required, the applicant has completed the attached application forms and has submitted required copies of the tentative plan and other supporting materials for City staff review. All land owned or controlled by the property owner/applicant has been included with the proposed land division.

**B. The following information shall be submitted:**

1. All existing subdivisions, streets and property lines of the land immediately adjoining the proposed subdivision.
2. All existing streets between the subject property and the nearest existing arterial or collector streets.
3. The name of the owners of all land immediately adjoining the proposed subdivision.
4. How streets and alleys in the proposed subdivision may connect with existing or proposed streets and alleys in neighborhood.

**COMMENT:**

The attached Aerial Photograph/Land Use Plan identifies all existing streets in the area and the names of adjacent property owners. The attached Preliminary Site Plan identifies adjacent property lines and the planned development's proposed connection to 9<sup>th</sup> Avenue (see Exhibit 3).

- C. The name, if any, of the land division. The subdivision name must not duplicate or resemble the name of another subdivision in Linn County and shall be subject to approval by the Linn County Surveyor. Pre-approval of the subdivision name by Linn County Surveyor's Office is recommended.
- D. Date of the original submittal and of any subsequent revisions.
- E. North arrow.
- F. Scale of drawing.
- G. Names and addresses of owner or owners,

subdivider, surveyor, and design engineer if applicable.

**COMMENT:**

All of the information listed above has been provided on the attached Preliminary Development Plans (see Exhibit 3).

- H. The location, widths and names of all existing or platted streets or other public ways within or directly adjacent to the tract of railroad right-of-way, city boundaries, and other important features.

**COMMENT:**

The attached Existing Conditions Plan includes all of the applicable information listed above (see Exhibit 3).

- I. The location on the site and in the adjoining streets or property for the following existing and proposed items:
  - 1. Sewers and water mains and private services.
  - 2. Invert elevations of sewers at points of proposed connections or adjacent manholes must also be shown.
  - 3. Culverts.
  - 4. Ditches and drain pipes.
  - 5. Electric, gas and telephone conduits.

**COMMENT:**

The attached Existing Conditions Plan, Preliminary Storm Drain Plan, and Preliminary Sanitary Sewer and Water Plan include all of the information listed above (see Exhibit 3).

- J. Contour lines having the following minimum intervals:
  - 1. One foot contour intervals for ground slopes less than 5%.
  - 2. Two foot contour intervals for ground slopes between 5% and 10%.
  - 3. Five foot contour levels for ground slopes exceeding 10%.

4. The elevations of all control points which are used to determine the contours.

**COMMENT:**

The submitted Existing Conditions Plan illustrates 1-ft. contour lines since the site contains less than 5% slopes (see Exhibit 3).

- K. Geo-tech reports as needed.

**COMMENT:**

At the pre-application conference, City staff did not identify a requirement to submit a geotech report with this application.

- L. Location and elevation of properties within the 100-year flood plain and other areas subject to flooding or ponding and areas subject to inundation from storm water overflow with approximate high water elevation.
- M. Location, width, direction and rate of flow at peak discharge of all water ways.
- N. Location of any wetlands identified on the City of Sweet Home Local Wetlands Inventory, locally known, or identified by some other means.
- O. Location of any required riparian zone identified by Sweet Home Municipal Code Chapter 17.72.
- P. Properties in the natural resource zone, must show natural features, such as rock outcroppings, wooded areas and preservable trees over 12 inches in diameter measured at 4½ feet from the ground.

**COMMENT:**

The attached Existing Conditions Plan identifies the location of the 100-year floodplain, wetland area, and riparian zone along Ames Creek. As required, the top of bank, floodway, and direction of Ames Creek have been noted on the plan (see Exhibit 3).

- Q. Existing uses of the property and adjacent property within 100 feet including location of all existing structures to remain on the property.

**COMMENT:**

The attached Aerial Photo/Land Use Plan identifies existing uses on the site and on adjacent properties. The applicant's Existing Conditions Plan indicates that the subject site is currently vacant and existing structures on adjacent properties have been noted (see Exhibit 3).

**R. Known structures, landmarks, sites and areas of cultural, historic or archaeological significance.**

- 1. The City of Sweet Home historic sites listing and the State Historic Preservation Office shall be consulted if a historic site is identified.**
- 2. Sweet Home Municipal Code Title 15 rules for historic structures must be addressed.**

**COMMENT:**

The subject site does not contain a listed historic site, therefore these standards do not apply.

**S. Zoning on and adjacent to the subject property.**

**COMMENT:**

Zoning in the vicinity of the subject site is identified on the attached Aerial Photograph/Land Use Plan (see Exhibit 3).

**T. For all proposed streets, the following information must be shown:**

- 1. Location;**
- 2. Total right-of-way width;**
- 3. Curb to curb width;**
- 4. Sidewalk;**
- 5. Beauty strip;**
- 6. Proposed name;**
- 7. Grade;**
- 8. Approximate radii or curves;**
- 9. Fire hydrants;**
- 10. Street lights;**
- 11. Stop signs;**
- 12. Location of post office boxes.**

**COMMENT:**

The attached Private Street A Plan provides all of the information listed above (see Exhibit 3).

**U. The tentative plan shall be drawn to a standard engineer's scale where 1 inch equals 20 feet to 100 feet.**

**V. Proposed signage.**

**W. Proposed perimeter fencing.**

**COMMENT:**

The attached Preliminary Development Plans indicate that the tentative plan has been drawn at 1-in. equals 40-feet (see Exhibit 3).

**X. The relationship of all proposed streets to any existing or approved streets and proposed future streets in the transportation system plan.**

**Y. Existing and proposed easements on the site, including the width and the purpose of the easements.**

**Z. Existing easements on adjoining properties, including the width and purpose of the easements.**

**COMMENT:**

The attached Preliminary Plat identifies all existing, approved, and future streets in the transportation system plan. The submitted plan also identifies all existing and proposed easements on the site and on adjoining properties (see Exhibit 3).

**AA. Information on the proposed lots must include the following:**

- 1. The location of each lot,**
- 2. The dimensions and square footage of each lot, and**
- 3. Lot, block, tract, or parcel numbers.**

**COMMENT:**

The submitted Preliminary Plat contains all of the applicable items listed above.

**BB. Proposed uses for each lot.**

**CC. Land to be deeded or dedicated for public purposes.**

**DD. Statement indicating whether the property has an existing water right or permit. If so, the Certificate or permit number must be listed.**

**COMMENT:**

The attached Preliminary Plat and Preliminary Site Plan contain all of the information listed above. The subject site does not have an existing water right or permit.

- EE. ODOT Rail approval for any proposed crossing or development within 300' of the railroad right-of-way.**

**COMMENT:**

As required, the applicant has requested review from ODOT Rail since a portion of the site abuts the Albany and Eastern Railroad right-of-way. The attached agency's standard response for new residential uses near railroad right-of-ways has been attached (see Exhibit 6).

- FF. The following additional information must be submitted with the tentative plan:**

- 1. Total acreage of the parcel to be subdivided.**
- 2. The percent of land dedicated to the public, not including easements.**
- 3. All public improvements proposed to be installed, including:**
  - a. The approximate timing of installation, and**
  - b. The method of financing.**
- 4. Special improvements to be made by the developer and the approximate timing of such improvements are to be complete. Sufficient detail regarding proposed improvements shall be submitted so that they may be checked for compliance with the objectives of these regulations, State laws and other applicable city ordinances.**

- GG. Proposed services or other listed items may be on a separate map for clarity.**

**COMMENT:**

All of the applicable information listed above is contained on the submitted Existing Conditions Plan, Preliminary Plat, and Preliminary Site Plan (see Exhibit 3). No portion of the site will be dedicated to the public. The applicant plans to construct the proposed 9<sup>th</sup> Avenue frontage improvements and extend public utilities during the spring of 2021 with a construction loan. As required, all public improvements will be installed prior to recording of the final plat.

**TITLE 17: ZONING**

**Chapter 17.08: General Provisions**

**Section 17.08.033: Fences, Hedges, and Walls.**

- C. General Standards. Construction of fences and walls shall conform to all of the following requirements:**

**COMMENT:**

The applicant is not proposing to install any new fences, hedges, or walls with the proposed partition. Therefore, these standards do not apply.

**Section 17.08.040 : Clear-Vision Areas.**

- C. Standards. The clear vision areas extend across the corner of the private property from one street to another. The two legs of the clear vision triangle defining the private property portion of the triangle are each measured 20 feet back from the point of intersection of the two corner lot lines, special setback line or access easement line (where lot lines have rounded corners, the lot lines are extended in a straight line to a point of intersection). Additional clear vision area may be required at intersections, particularly those intersections with acute angles, as directed by the City Manager or designee, upon finding that additional sight distance is required (i.e. due to roadway alignment, etc.).**

**There shall be no solid fence, wall, vehicular parking, landscaping, building, structure, or any other obstruction to vision other than a street sign pole (e.g. power, signal, or luminaire pole) or tree trunk (clear of branches or foliage) within the clear vision area between the height of two feet and eight feet above the grade, measured from the top of the curb or, where no curb exists, from the established street centerline grade, except as follows.**

**COMMENT:**

The attached Preliminary Site Plan demonstrates that a clear vision area meeting the above standards will be provided at the intersection of the Private Drive A and 9<sup>th</sup> Avenue (see Exhibit 3).

**Section 17.08.090: Off-Street Parking Requirements.**

For each new structure or use, each structure or use increased in area and each change in the use of an existing structure there shall be provided and maintained off-street parking areas in conformance with the provisions of this section.

H. Space requirements for off-street parking shall be as listed in this section. Fractional space requirements shall be counted as a whole space. When square feet are specified, the area measured shall be the gross floor area of the building, but shall exclude any space within a building used for off-street parking or loading.

Use:

1. Single-, two- and multi-family dwelling

Space Requirement:

Two spaces per dwelling unit

**COMMENT:**

The applicant is proposing to create 7 single-family detached lots with the planned development. The attached Preliminary Site Plan identifies the location of proposed driveways. As required, a minimum of 2 off-street parking spaces will be provided for each single-family dwelling unit that is sited on the proposed lots (see Exhibit 3).

**Section 17.08.100: Accesses and Driveways**

Accessways onto a public right-of-way shall be subject to issuance of a public works permit and review by the city planner. In addition, the following specific requirements shall apply to all accessways, approaches, curbcuts and driveways.



- A. Approaches. Additions to, or new construction of, a garage or accessory structure, or an addition to the main structure in excess of 120 square feet, shall provide the basis for requiring the following.**
- 1. An access approach to a city street, state highway, alley or other public right-of-way shall be hard surfaced and constructed in accordance with city design standards.**
  - 2. An access approach shall extend 20 feet onto the property, measured from the right-of-way or property line, whichever is closest to a structure on the property.**
  - 3. In addition to the above, if the street is hard surfaced the approach will extend to the existing hard surface roadway edge or curb whichever applies.**
  - 4. An access approach to streets which are not yet improved or hard surfaced, requires that the property owner enter into an agreement with the city, prior to issuance of a public works permit, to hard surface the approach when the street is hard surfaced or improved.**

**COMMENT:**

The attached Preliminary Site Plan and Private Street A Plan indicate that the applicant is proposing to develop a private road for access to Lots 1-7. To meet the above standards, the private street will be surfaced in asphalt (see Exhibit 3). The attached 9<sup>th</sup> Avenue Frontage Plan indicates that the adjacent public right-of-way is currently improved with an asphalt surface.

- B. Construction specifications. A driveway and sidewalk used as a part of an accessway shall be designed and constructed in accordance with plans and specifications on file in the office of the City Engineer. The designs, plans and specifications are by reference incorporated into and made a part of this**

code.

**COMMENT:**

The attached Private Street A Plan demonstrates that the proposed private drive includes a sidewalk that has been designed to meet City standards (see Exhibit 3).

**C. Driveway Standards.**

1. **If only one driveway is desired, the maximum width of the driveway at the edge of the roadway or curblineline is as follows:**
  - a. **Twenty feet for property with less than 50 feet of frontage;**
  - b. **Twenty-five feet for property with between 50 and 75 feet of frontage; and**
  - c. **Thirty feet for property with more than 75 feet of frontage.**

**COMMENT:**

The submitted Preliminary Site Plan indicates that Lots 1-7 have proposed access from Private Street A (see Exhibit 3). The applicant's Preliminary Plat demonstrates that the site has 50.04-ft. of frontage on 9<sup>th</sup> Avenue. Therefore, the proposed 24-ft. width of Private Street A meets the standards of this section.

2. **If more than one driveway is desired for property with 50 to 100 feet of frontage, the maximum width for each driveway is 20 feet and no more than two driveways may be permitted.**
3. **There shall be a minimum separation of 22 feet between all driveways except for single-family and two-family dwellings.**

**COMMENT:**

The attached Preliminary Site Plan indicates that only one driveway is proposed for each of the lots (see Exhibit 3). Since single-family dwellings are proposed for the subject site, a minimum separation of 22-ft. between driveways is not required.

4. For frontage in excess of 100 feet, each additional 100 feet or fraction thereof shall be considered as separate frontage.
5. One-way driveway approaches, except for those used in conjunction with a single-family dwelling, shall be clearly marked or signed as approved by the City Engineer and shall not be less than ten feet in width. Two-way driveways shall not be less than 20 feet in width.

**COMMENT:**

The attached Preliminary Plat demonstrates that no lots provide a frontage in excess of 100-feet. The proposed two-way private street serving Lots 1-7 is 24-ft. wide, meeting the standards of this section.

6. **Joint Driveways**
  - A. Joint use driveways are permitted.
  - B. A joint use driveway shall comply with International Fire Code.
  - C. A joint use driveway that serves four or more lots or parcels shall be developed to the standards of a local street.
  - D. Where the City approves a joint use driveway, the property owners shall record an easement with the deed, defining maintenance responsibilities of property owners. The applicant shall provide a fully executed copy of the agreement to the City for its records, but the City is not responsible for maintaining the driveway or resolving any dispute between the property owners.

**COMMENT:**

Proposed Private Street A will provide access to Lot 1-7, however the attached Preliminary Site Plan indicates that no joint use driveways are proposed (see Exhibit 3). The plan demonstrates that a turnaround meeting Fire Code standards has been proposed at the west terminus of the roadway. The proposed private street will be located within Tract 'A' and Tax Lot 303, which will be owned and maintained by all of the property owners within the planned development. As required, a maintenance agreement will be executed and recorded to document property owner responsibilities.

**D. Distance from intersection.**

- 1. All driveways shall be located the maximum distance which is practical from a street intersection and in no instance shall the distance from an intersection be closer than the following measured from the nearest curb return radius, which is the nearest beginning point of the arc of a curb:**

**Local Street: 20 feet**

**COMMENT:**

The attached Preliminary Plat indicate that the proposed Private Street A is located approximately 27-ft. north of the intersection of 9<sup>th</sup> Avenue and Nandina Street (see Exhibit 3). Therefore, the above standards have been met.

- E. Number of accesses permitted. Access points to a public street shall be the minimum necessary to provide reasonable access while not inhibiting the safe circulation and carrying capacity of the street.**

**COMMENT:**

The applicant's Preliminary Site Plan indicates that proposed Private Street A consolidates access for the site and provides only one connection to 9<sup>th</sup> Avenue for Lots 1-7 (see Exhibit 3). Therefore, the proposed private street provides the minimum necessary access points for safe and reasonable access from the site to 9<sup>th</sup> Avenue.

- F. Double frontage properties. Properties which have frontage on more than one street may be restricted to access on the streets of a lower classification through site plan review or other review procedures.**

**COMMENT:**

The attached Preliminary Site Plan demonstrates that the subject site is not a double frontage property (see Exhibit 3). The applicant is proposing to consolidate all access on Private Street A, which is a lower classification street than 9<sup>th</sup> Avenue.

- G. Joint access encouraged. Common accessways at a property line shall be encouraged and, in some instances, may be required, in order to reduce the number of access points to street. Construction of common accessways shall be preceded by recording of joint access and maintenance easements.

**COMMENT:**

To reduce turning conflicts and the number of driveway connections to 9<sup>th</sup> Avenue, the applicant is proposing to consolidate access to Lots 1-7 through Private Street A. Therefore, this standard is met.

- H. Maximum slope. Access and approach grades shall not exceed 10% slope except as otherwise approved by the City Engineer.

**COMMENT:**

The attached Preliminary Grading Plan demonstrates that proposed grades for Private Street A do not exceed a 10% slope (see Exhibit 3).

**Chapter 17.12: Administration and Enforcement**

**Section 17.12.010: Authorization to Initiate Amendments.**

An amendment to the text of the ordinance codified in this title or a legislative zoning map amendment may be initiated by the City Manager, the City Planning Commission, the City Council or a property owner. A quasijudicial zoning map amendment may be initiated by a property owner, a representative of the property owner, the City Manager, the Planning Commission or the City Council. A request for a quasijudicial zone map amendment by a property owner shall be accomplished by filing an application with the City Planner at least 45 days prior to the Planning Commission meeting and using forms

prescribed pursuant to § 17.12.100.

**COMMENT:**

As permitted by this Section, the property owner has initiated a quasi-judicial zone map amendment. City staff will ensure that the Planning Commission public hearing is held at least 45 days after the application is filed.

**Section 17.12.020: Public Hearings on Amendments.**

- A. The Planning Commission may elect to conduct a public hearing on a proposed amendment.
- B. The Planning Commission shall recommend to the City Council approval, disapproval or modification of the proposed amendment.
- C. After receiving the recommendation of the Planning Commission, the City Council shall hold a public hearing on the proposed amendment.
- D. All public hearing procedures shall be in accordance with §§ 17.12.120 and 17.12.130.
- E. Within seven days after a decision has been rendered with reference to an amendment, the City Manager shall provide the applicant with written notice of the decision. Notice of the decision shall be mailed to the applicant, property owner, those who provided written comments on the proposal, and those who requested a copy of the decision. Written notice of a decision shall apply to recommendations made by the Planning Commission and to final action made by the City Council.

**COMMENT:**

As required, the concurrently filed Amendment to the Comprehensive Plan or Zoning Map application and Planned Development application will be reviewed at a Planning Commission public hearing prior to forwarding their recommendation to City Council. A second public hearing will be conducted by City Council when they issue a decision for both applications.

**Section 17.12.025: Review Criteria for Map Amendments.**

An amendment to the official zoning or comprehensive plan map may be authorized provided that the proposal satisfied all relevant requirements of this title and also provided that the applicant demonstrates the following:

- A. The proposed amendment is consistent with the goals and policies of the comprehensive plan;

**COMMENT:**

As required, this Applicant's Statement has addressed how the proposed map amendment is consistent with applicable Comprehensive Plan goals and policies.

- B. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment;

**COMMENT:**

The subject site consists of Tax Lot 401 of Tax Map 1301E31BD. Currently, Tax Lot 401 is currently designated High Density Residential on the Comprehensive Plan Map and C-2 (Highway Commercial) on the Zoning Map. The subject parcel is located in the northwest quadrant of town and is accessed from 9<sup>th</sup> Avenue. This area generally contains Central Commercial designated properties from Highway 20 to Nandina Street, High Density Residential properties from Nandina Street to the railroad right-of-way, and Low Density Residential properties north of the railroad right-of-way. Since the property is located between Nandina Street and the railroad right-of-way, the proposed map amendment is consistent with the existing land use pattern.

In 2017, the City completed an Economic Opportunity Analysis (EOA) which determined that there is an 18-acre surplus of commercial land for the 2017—2037 planning period. The report indicates that 584 additional jobs will be created in Sweet Home during the planning period, and if housing supply cannot keep up with demand, housing affordability will become a significant issue for the City. The EOA indicates that in 2016, average housing sales ranged between \$135,000 and \$150,000. In 2020, the average home listing is \$270,000. Therefore, the proposed High Density Residential designation and Planned Development proposal for the site will help meet the current demand for more moderately priced workforce housing in Sweet Home.

- C. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district; and

**COMMENT:**

The attached Existing Conditions Plan indicates that Tax Lot 303 fronts 9<sup>th</sup> Avenue, which is currently improved with a paved surface and curbs. Public water and sanitary sewer main lines, as well as electrical and communication lines, are also installed within the right-of-way. The attached Site Plan, and Sanitary Sewer and Water Plan, demonstrate how utilities and transportation facilities can be extended through Tax Lot 303 to serve the subject property's proposed residential use (see Exhibit 3).

- D. The proposed amendment to the comprehensive plan map is consistent with Oregon's statewide planning goals.**

**COMMENT:**

The applicant has addressed how the proposed map amendment is consistent with Oregon Statewide Planning Goals in the narrative provided below.

**Chapter 17.28: R-2 Residential High-Density Zone**

**Section 17.28.040: Lot Size and Width.**

Except as provided in, Sweet Home Municipal Code § 17.08.050, the minimum lot size and width in a R-2 zone shall be as follows:

- C. The minimum lot area for a single-family dwelling and all other uses permitted in a R-2 zone shall be 5,000 square feet;**

**COMMENT:**

The applicant has submitted an Amendment to the Comprehensive Plan or Zoning Map application to Tax Lot 401 within the R-2 zone. The applicant is also requesting concurrent approval of a Planned Development application to create 7 residential lots on the subject site. Through the planned development process, the applicant is requesting to modify the R-2 minimum lot size standard. The attached Preliminary Plat indicates that proposed lot sizes range from 3,019 sq. ft. to 5,340 sq. ft. (see Exhibit 3).

- E. The minimum lot width at the front building line shall be as follows:**
  - 1. Seventy feet for a corner lot;**
  - 2. Sixty feet for an interior lot; and**
  - 3. Twenty five feet for a single-family attached dwelling lot.**



**COMMENT:**

The submitted Preliminary Plat demonstrates that all of the proposed lots front Private Street A. Through the planned development process, the applicant is requesting to modify the R-2 zone minimum lot width standard. The attached Preliminary Plat indicates that the proposed lot widths range from 41.00-ft to 89.86-ft. (see Exhibit 3).

**Section 17.28.050: Yards.**

Except as provided in Chapter 17.80 and §§ 17.08.030 through 17.08.130, in a R-2 zone, yard setbacks shall be as follows:

- A. The front yard setback shall be a minimum of 20 feet;
- B. Each side yard setback shall be a minimum of five feet;
- C. The street yard setback shall be a minimum of 15 feet;
- D. The rear yard setback shall be a minimum of ten feet;
- E. Single-family attached dwellings:
  - 1. Front shall be a minimum of 15 feet;
  - 2. The sides between units shall be zero feet;
  - 3. The sides on exterior boundaries shall be five feet;
  - 4. Street side shall be a minimum of 10 feet; and
  - 5. Rear shall be a minimum of ten feet.

**COMMENT:**

The attached Preliminary Site Plan indicates that the applicant is proposing to modify the minimum front yard setback from 20-ft. to 10-ft., and the street yard setback from 15-ft. to 10-ft., through the planned development process. All other standard setbacks for the R-2 zone will be maintained on each of the proposed lots (see Exhibit 3). The attached plan illustrates that the applicant is proposing to orient all of the rear yards of the lots towards Ames Creek.

- F. On a flag lot or similarly configured lot, the inset front yard setback shall be a minimum of ten feet.

**COMMENT:**

The attached Preliminary Plat indicates that no flag lots are proposed (see Exhibit 3).

**Section 17.28.060: Lot Coverage.**

**Building coverage shall meet the following standards: all buildings, except single-family attached dwellings, shall occupy not more than 60% of the lot area.**

**COMMENT:**

The applicant's Preliminary Site Plan demonstrates that the potential building footprints will not occupy more than 60% of the lot area.

**Section 17.28.070: Building Height.**

**Except as provided in Sweet Home Municipal Code § 17.08.060, in a R-2 zone building heights shall be as follows:**

- A. Single-family dwellings shall not exceed a height of 30 feet;
- B. Two-family, single-family attached dwellings and multi-family dwellings shall not exceed a height of 40 feet; and
- C. Accessory structures, including detached accessory dwellings, shall not exceed 20 feet in height at the apex of the roof.

**COMMENT:**

At this time, specific development plans have not been determined for the proposed single-family detached lots. City staff will verify that the above height standards are met when building permits are requested for the future homes.

**Section 17.28.080: Minimum Building Size.**

**Dwellings, excluding accessory dwellings, in the R-2 zone shall have a minimum building size of 720 square feet.**

**COMMENT:**

As required, future dwellings on the lots will meet the above minimum building size standard. Compliance with this standard will be verified at the time of building permit review.

**Section 17.28.090: Homes on Individual Lots.**

- A. A home, including accessory dwellings, shall be placed on a foundation enclosed at the perimeter with no more than 32 inches of the enclosing material exposed above grade. Where the building site has a sloped grade, no more than 32 inches of the enclosing material shall be exposed on the uphill side of the home. If the home is placed on a basement, the 32 inch limitation will not apply.
- B. The base of a home, including accessory dwellings, must be enclosed continuously at the perimeter with either concrete, concrete block, brick, stone or combination thereof, or shall have continuous skirting which matches the exterior.
- C. A home, excluding accessory dwellings, shall have a nominal width of at least 24 feet.
- D. A home, including accessory dwellings, shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.

**COMMENT:**

At this time, the design of future dwellings on Lots 1-7 have not been determined. When building permits are requested for the homes, City staff will verify compliance with the above design standards.

**Section 17.28.100: Garage and Off Street Parking Requirements.**

- A. All single-family, two-family and single-family attached dwellings, excluding accessory dwellings, will have, at minimum, the following:
  - 1. A garage or carport; and
  - 2. Two hard surfaced off-street

parking spaces shall be provided.

**COMMENT:**

The attached Preliminary Site identifies the approximate location of 20-ft. wide driveways which will provide access to a garage or carport on each of the lots (see Exhibit 3). City staff will verify that the above standards are met during building permit review.

**Chapter 17.48: PD Planned Development Zone**

**Section 17.48.020: Establishment in Combination With the Underlying Zone.**

A PD zone is an overlay zone that can be applied in conjunction with any other zone designation. Although this overlay designation permits modifications to the site development standards of the underlying zone standards, it does not permit changes in uses specified by the underlying zone. The following subsections allow for Planning Commission review of a detailed development plan. When a planned development project is proposed without a Planned Development Zone designation, the Official Zoning Map shall be amended with a planned development overlay designation for the subject development site.

**COMMENT:**

The applicant is proposing a Zoning Map amendment to designate the site R-2. The applicant has also submitted a concurrent Planned Development application to subdivide the site into 7 single-family detached lots and modify the minimum lot size, minimum lot width, front yard setback, and street yard setback standards of the R-2 zone. If the Planned Development application is approved, a PD overlay zone will be assigned to the subject property.

**Section 17.48.030: Standards and Requirements.**

Approval of a request for a planned development is dependent upon the submission of an acceptable plan and satisfactory assurance that it will be carried out. The following minimum standards and requirements shall apply.

- A. A use permitted in an underlying zone may be permitted in a planned development.

**COMMENT:**

The applicant is proposing to create 7 lots for single-family detached dwellings with the proposed planned development. Since a concurrent Amendment to the Comprehensive Plan or Zoning Map application has also been submitted to designate Tax Lot 401 as R-2, the intended residential use will be permitted use in the proposed underlying zone.

- B. A planned development must meet the applicable requirements of Oregon Revised Statutes for planned developments.**

**COMMENT:**

As required, through the final plat process with the City of Sweet Home and Linn County, the proposed development will meet applicable ORS requirements for planned development.

- C. Public and private streets shall be developed to city standards.**
- D. Pedestrian walkways and bikeways shall be provided for adequate internal pedestrian and bicycle traffic and shall connect to any adjacent existing or planned sidewalks, bikeways, access corridors or public trails.**

**COMMENT:**

The attached Private Street A Plan demonstrates that proposed private roadway has been designed to meet City standards (see Exhibit 3). The private street improvements include 24-ft. of pavement, 6-in. curbs, a 5-ft. sidewalk, and a turnaround meeting Fire Code standards. The submitted Preliminary Site Plan includes recreational amenities that are accessed by a pedestrian path. Therefore as proposed, the development provides adequate internal circulation for all mode of travel.

- E. All utility facilities shall be installed underground and in accordance with city standards.**

**COMMENT:**

As demonstrated by the attached Preliminary Development Plans, all utilities facilities will be installed underground in accordance with City standards.

- F. Open space areas and facilities include such things as landscaped areas, natural areas, golf courses and other recreational facilities, but does not include streets, sidewalks, bikeways, access corridors or trails.**

**COMMENT:**

The planned development's proposed open space area and recreational amenities are located within Tract 'A'. The proposed gazebo, picnic table, and BBQ grill are accessible from the sidewalk along Private Street A.

- G. 1. A facility providing services in support of uses within a planned development may be permitted in any zone within the planned development. Services in support may include such services as housekeeping, landscape maintenance, security, meeting rooms, clubhouses, swimming pools, tennis courts, catered food service facilities, parking, offices and related facilities for staff, administrators, owners associations and owners and their guests.
- 2. Provisions shall be made to buffer these uses from incompatible uses on adjoining properties.

**COMMENT:**

The applicant is proposing to develop the proposed recreational amenities within the common open space area of Tract 'A'. Since the facilities are located at least 42-ft. from all perimeter property lines, they are adequately buffered from abutting uses.

- H. Phases, if proposed, shall be:

**COMMENT:**

The applicant is not proposing a phased development, therefore these standards do not apply.

**Section 17.48.040: Application.**

The person filing the application must be the owner or his or her agent. If the planned development is to include land in more than one ownership, the application must be submitted jointly by all of the owners of the separately owned properties to be included.

- A. Application requirements.

1. One copy of the narrative on eight and one-half inches by 11 inches sheets;
2. Four sets of scaled drawings of the conceptual development plan, with sheet size not to exceed 24 inches by 36 inches. Where necessary, an overall plan with additional detail sheets may be submitted;
3. One set of the development plan shall be reduced to fit on eight and one-half inches by 11 inches sheets of paper. Names and numbers must be legible on this sheet size; and
4. After the application is accepted as complete, any revisions may require a new application, additional filing fees and rescheduling of the public hearing.

**COMMENT:**

The attached property deed indicates that Good Faith Management, LLC is the only owner of the subject site. This Applicant Statement serves as the required land use application narrative. As required, the submitted application packet includes the number of plan copies requested by the City.

- B. Development plan required. All applications shall be accompanied by a development plan drawn to scale showing the following:
  1. Use or uses;
  2. Dimensions and locations of proposed structures and of areas to be reserved for vehicular and pedestrian circulation, parking, public uses, open spaces, including landscaping;
  3. Drawings and sketches demonstrating the design and character of the proposed uses and the physical relationships of the uses; and

4. Such other pertinent information shall be included as may be considered necessary by the review authority to make a determination that the contemplated arrangement or use makes it necessary and desirable to apply regulations and requirements differing from those ordinarily applicable under this ordinance and Title 16 of this code of ordinances.

**COMMENT:**

The attached Preliminary Development Plans include all of the required information listed above (see Exhibit 3).

- C. Narrative requirements. A written statement shall include the following information:
  1. A description of the character of the proposed development;

**COMMENT:**

Section II of this Applicant's Statement includes a detailed description of the character of the proposed development.

2. Analysis of how the application meets the review criteria;

**COMMENT:**

This narrative addresses how the Planned Development application meets the criteria for approval.

3. Intentions with regard to ownership in the planned development;

**COMMENT:**

The applicant intends to develop each of the proposed lots with single-family detached dwellings. After the site is developed, the applicant intends to sell the developed parcels to homebuyers.

4. Quantitative data for the following where appropriate:
  - a. Total number and type of



dwelling units;

**COMMENT:**

The applicant is proposing to develop a total of 7 single-family detached dwelling units on the subject site.

**b. Parcel sizes;**

**COMMENT:**

The attached Preliminary Plat indicates that the proposed parcel sizes range from 3,019 sq. ft. to 5,340 sq. ft. (see Exhibit 3).

**c. Proposed lot coverage of buildings and structures where known;**

**COMMENT:**

At this time, the applicant has not determined specific building plans for the proposed single-family lots. Lot coverage standards will be verified by City staff when future building permits are requested for the proposed lots.

**d. Gross densities per acre;**

**e. Total amount of open space; and**

**COMMENT:**

The attached Preliminary Site Plan identifies the location of proposed common open space within the planned development. The portion of Tract 'A' which is south of Private Street A, and includes the proposed recreational amenities and open space along Ames Creek is 39,139 square feet. An additional 3,475 sq. ft. of common open space is provided on the north side of Private Street A.

**f. Total amount of nonresidential construction.**

**COMMENT:**

The proposed recreational amenities include a gazebo structure, which contains approximately 100 square feet.

**5. General statement of intentions concerning timing, responsibilities and assurances for all public and non-public improvements; and**

**COMMENT:**

If the proposed map amendment and planned development is approved by December 2020, then construction plans will be prepared and permits could be issued by April 2021. Based on this timeline, construction of the 9<sup>th</sup> Avenue frontage improvements, Private Street A, and installation of utilities could be completed by August 2021. It is anticipated that home construction on the proposed lots will continue into mid-2022.

**6. Statement describing project phasing, if proposed.**

**COMMENT:**

The applicant is not proposing to phase this planned development project.

**Section 17.48.050: Review Criteria.**

- A. Requests for approval of a planned development shall be reviewed to assure consistency with the purposes of this chapter, policies and density requirements of the Comprehensive Plan, and any other applicable policies and standards adopted by the city.**

**COMMENT:**

This Applicant's Statement addresses how the proposed planned development is consistent with this chapter, the Comprehensive Plan, and other applicable City policies and standards.

- B. The project will be compatible with adjacent developments, with consideration of the following factors, if applicable:**
- 1. Basic site design, including the organization of uses on a site;**

**COMMENT:**

The applicant's Existing Condition Plan indicates that the subject site consists of one parcel, Tax Lot 401. Due to the unique configuration of the site, the applicant is extending Private Street A from 9<sup>th</sup> Avenue through the narrow width of Tax Lot 303 and the proposed single-family lots are located within the northern portion of Tax Lot 401. The Preliminary Site Plan indicates that a 50-ft. riparian buffer is provided from the Ames Creek top of bank. Due to the proposed alignment of Private Street A, the proposed design also buffers the single-family lots from the railroad right-of-way. With this layout, only Lot 1 abuts an adjoining property, a vacant parcel owned by VFW 3437 to the west of the site (see Exhibit 3). Therefore, based on the site design, the planned development project is compatible with surrounding uses and will protect natural resource areas on the subject property.

2. **Visual elements (scale, structural design and form, materials and so forth);**

**COMMENT:**

At this time, the applicant has not developed detailed plans for the proposed single-family dwellings. However, since the dwellings will be designed to meet Chapter 17.28 standards, they will be compatible with adjacent developments.

3. **Noise reduction;**
4. **Noxious odors;**
5. **Lighting;**
6. **Signage;**

**COMMENT:**

Future residents within the planned development will be required to comply with Title 8 and 9 standards so that noise and odor requirements are met for the residential use. As required, exterior lighting will be shielded so that it is not cast beyond the property lines of the proposed lots. In addition, future residents will need to adhere to Chapter 17.96 standards, which regulate the placement of signs.

7. **Landscaping for buffering and screening;**

**COMMENT:**

As required, plans demonstrating compliance with the City's landscape standards will be provided when construction permits are requested for the development.

8. **Traffic;**

**COMMENT:**

The applicant is proposing to develop 7 single-family dwellings on the subject site, which will generate 5.26 AM peak hour trips and 7 PM peak hour trips. Since the number of trips generated by the planned development is low, the existing transportation system can accommodate the anticipated traffic impacts.

9. **Effects on off-site parking; and**

**COMMENT:**

The existing pavement width of 9<sup>th</sup> Avenue is approximately 40-ft., therefore on-street parking can be accommodated along both sides of the roadway. The attached Preliminary Site Plan illustrates that Private Street A will require a curb cut on 9<sup>th</sup> Avenue, reducing the amount of on-street parking by 2 spaces.

**10. Effects on air and water quality.**

**COMMENT:**

With the potential use of wood burning stove and gas powered yard maintenance equipment, the proposed residential use will have only marginal impacts on air quality. The submitted Storm Drain Plan and Preliminary Stormwater Report demonstrates that water quality will be protected with the development of the proposed stormwater facilities within Tract 'A' (see Exhibits 3 and 4).

- C. The applicant has, through investigation, planning and programming, demonstrated the soundness of the proposal and their ability to carry out the project as proposed.**

**COMMENT:**

The submitted Preliminary Development Plan, Preliminary Stormwater Report, and Wetland Delineation Report demonstrate that the planned development is a feasible and carefully crafted proposal.

- D. Construction can begin within six months of the conclusion of any necessary action by the city, or within such longer period of time as may be established by the Planning Commission.**

**COMMENT:**

If land use approvals are granted by December 2020, then construction permits could be issued by April 2021. Based on this timeline, construction of the 9<sup>th</sup> Avenue frontage improvements, Private Street A, and installation of utilities would occur during the summer of 2021.

- E. The proposal conforms with location and general development standards of the city.**

**COMMENT:**

This Applicant's Statement and Preliminary Development Plans demonstrate that the proposed development is appropriately located and complies with the City's general development standards.

- F. The project will benefit the city and the general public in terms of need, convenience, service and appearance so as to justify any necessary variances to the regulations of Titles 16 and 17 of this code of ordinances.**

**COMMENT:**

In 2017, the City completed an Economic Opportunity Analysis (EOA) which indicates that 584 additional jobs will be created in Sweet Home during the 20-year planning period, and if housing supply cannot keep up with demand, housing affordability will become an issue for the community. The EOA states that in 2016, average housing sales ranged between \$135,000 and \$150,000. In 2020, the average home listing in Sweet Home is \$270,000. Therefore, the modifications requested through the planned development process are justified by provision of addition moderately priced housing for the local workforce.

The submitted Preliminary Site Plan identifies the location of proposed common open space within the planned development. The portion of Tract 'A' that is south of Private Street A, and includes the riparian corridor along Ames Creek and recreational amenities for the development, is 39,139 square feet. An additional 3,475 sq. ft. of open space is provided on the north side of Private Street A. Therefore, the requested modifications to the minimum lot area, minimum lot width, front yard setback, and street yard setback standards are justified by the provision of open space and protection of sensitive environmental resources within the development.

- G. The project will satisfactorily take care of the traffic it generates by means of adequate off-street parking, access points and additional street right-of-way and improvements and any other traffic facilities required on or off site.**

**COMMENT:**

Per Section 16.12.020, a Residential Neighborhood Street may be developed within planned development, providing 20-ft. of paved width, no on-street parking, and no curbs or sidewalks. The attached Preliminary Site Plan indicates that Private Street A exceeds these standards with the provision of a 24-ft. paved width, curbs, and a sidewalk on one side of the roadway. Adequate off-street parking will be provided with the development of 2 parking spaces within a carport or garage, and the provision of an additional 2 spaces in the driveway. The submitted plans demonstrate that access to all of the lots will be provided through the private street, therefore only one connection through Tax Lot 303 to 9<sup>th</sup> Avenue is proposed. With the proposed Private Street A and 9<sup>th</sup> Avenue frontage improvements, the proposed project satisfactorily addresses traffic impacts it generates.

- H. The project will satisfactorily take care of sewer and water needs consistent with city policy and plans.**

**COMMENT:**

The attached Preliminary Sanitary Sewer and Water Plan demonstrate that these facilities have been designed to meet the needs of the development and will be constructed to meet City standards (see Exhibit 3).

- I. A planned development in a residential zone will not result in a higher density**

than permitted by the Comprehensive Plan for the underlying zone.

**COMMENT:**

Currently, Tax Lot 401 is designated High Density Residential on the Comprehensive Plan Map and C-2 (Highway Commercial) on the Zoning Map. The applicant is proposing to amend the Zoning Map to designate the parcel as R-2 (High Density Residential). Under the R-2 zone standards, up to 35 multi-family dwelling units may be developed on the site. However, the applicant is only proposing to develop 7 single-family dwelling units. Therefore, the above standard is met.

**Chapter 17.72: NR Natural Resources**

**Section 17.72.030: Applicability.**

The procedures and requirements of the NR Zone apply to any parcel designated as having one of the following identified natural resources:

- A. Significant wetlands, as mapped in the city's Local Wetlands Inventory (LWI); and
- B. Riparian corridors, as mapped in the city's Riparian Inventory.

**COMMENT:**

As indicated on the Existing Conditions Plan, a delineated wetland and a portion of Ames Creek are located on the site. Therefore, the procedures and requirements of the NR Zone apply to the subject parcels.

**Section 17.72.040: Activities Subject to Review.**

In an NR zone, the following actions are subject to the review:

- A. New structural development;
- B. Exterior expansion of any building or structure;
- C. Increases in impervious surfaces or storage areas;
- D. Grading, excavation or fill; and
- E. Removal of native vegetation.

**COMMENT:**

The applicant is proposing a planned development to create 7 single-family lots, a private street, and an open space area with recreational amenities within Tract 'A'. Since new structure development, an increase in impervious surfaces, grading activities, and removal of native vegetation will occur, the proposed activities are subject to review.

**Section 17.72.050: Exceptions in the Riparian Zone.**

The following activities may be excepted from the requirements of this chapter upon administrative review approval that they are designed to meet the standards listed in this chapter.

- A. Drainage facilities, utilities and irrigation pumps;
- B. Streets, roads, driveways or paths;
- C. Water-related and water-dependent uses;
- D. Replacement of existing structures with structures in the same location that do not disturb additional riparian surface area;
- E. Removal of non-native vegetation and replacement with native plant species; and
- F. Alteration of the area by placement of structures or impervious surfaces within the Riparian Zone upon demonstration that equal or better protection for identified resources will be ensured through restoration of riparian areas, enhanced buffer treatment or similar measures; providing that, the alterations not exceed 50% of the width of the riparian area, measured from the upland edge of the Zone.

**COMMENT:**

The submitted Preliminary Site Plan identifies the location of the top of bank along Ames Creek, a 50-ft. wide riparian buffer along the waterway, and the delineated wetland. The plan indicates that Private Street A will encroach 2,390 sq. ft. into the 50-ft. buffer. However as listed above, this activity is exempt from the requirements of this chapter.

**Section 17.72.060: Agency Review.**

**Decisions made by the City of Sweet Home under this chapter do not supercede the authority of the state or federal agencies which may regulate or have an interest in the activity in question.**

- A. It is the responsibility of the landowner or applicant to ensure that any necessary state or federal permits or clearances are obtained.**
- B. The city will notify the Division of State Lands for development permits and other land use decisions affecting inventoried wetlands.**

**COMMENT:**

Attached is a Wetland Delineation Report which was prepared by a qualified biologist. The report was reviewed by the Department of State Lands and concurrence has been provided to the applicant (see Exhibit 5). As required, necessary state or federal permits will be obtained for the proposed wetland impact prior to commencing construction activities on the site.

**Section 17.72.070: General Development Standards.**

- A. The City of Sweet Home has adopted safe harbor setback methodology for the identification of significant riparian corridors and significant wetlands. These resources are identified on the Local Wetlands Inventory and Riparian Inventory Maps. Property owners are responsible to have a qualified professional identify the wetlands boundary on the affected property.**

**Natural Area**

**Width of Vegetated Corridor, per side  
Ames Creek and Wiley Creek 50'**



- B. Setbacks for structures within a riparian corridor are measured from the top of bank, which is the line of ordinary high water in a two-year event.**

**COMMENT:**

The City's Local Wetlands Inventory does not identify wetlands on the subject site. However, the attached Existing Conditions Plan and Wetland Delineation Report indicate that a wetland is present in the central portion of Tax Lot 401 (see Exhibits 3 and 5). The location of the required 50-ft. vegetated corridor along Ames Creek is also illustrated on the plan.

- C. For an exception to be allowed, the applicant shall comply with the following requirements:**
  - 1. Demonstrate that no other practicable access to the buildable area exists;**
  - 2. Design roads, driveways and paths to be the minimum width necessary while allowing for safe passage of vehicles and/or pedestrians;**
  - 3. Consider the need for future extensions of shared access, access easements or private streets in order to avoid subsequent encroachments into a significant natural resource;**

**COMMENT:**

As mentioned above, the applicant is requesting an exception to the standards of this chapter for the proposed encroachment of Private Street A improvements into the 50-ft. vegetated corridor. The attached Preliminary Site Plan demonstrates that Private Street A is aligned so that it connects to 9<sup>th</sup> Avenue through Tax Lot 303. The private roadway then turns sharply north to avoid sensitive areas on the site and provide access to the proposed single-family lots. This street design provides safe passage of vehicles, meets the required turning radius for fire apparatus and waste collection vehicles, and minimizes encroachment into the riparian area. All of the proposed lots share access from the private drive so that subsequent encroachments will not be required. Due to the location of the riparian corridor and the site's limited access to 9<sup>th</sup> Avenue, no other practicable access to the buildable area exists.

- 4. During construction, no stockpiling of fill materials, parking or storage of equipment shall be allowed within a significant natural**

resource;

5. Erosion control measures, such as silt fences and biofilter bags, shall be used to reduce the likelihood of sediment and untreated stormwater entering a significant natural resource;

**COMMENT:**

The applicant has submitted a Preliminary Grading and Erosion Control Plan with this application packet (see Exhibit 3). As required, no stockpiling of fill materials, parking, or storage of equipment will occur within the riparian corridor while construction activities take place.

6. Utilities and drainage facilities: Public and private utilities or drainage facilities may be placed when it is shown that no other practicable alternative location exists. If a utility or drainage facility is allowed, the following standards shall apply:
  - a. Demonstrate that no other practicable access exists;
  - b. The corridor necessary to construct utilities shall be the minimum width practical so as to minimize intrusion into a significant natural resource;
  - c. Removal of trees and native vegetation shall be avoided unless absolutely necessary. Native vegetation shall be used to restore the vegetative character of the construction corridor;
  - d. The existing grade of the land shall be restored after construction; and
  - e. No stockpiling of fill materials, parking or storage of equipment shall be allowed within a significant

natural resource.

**COMMENT:**

As demonstrated by the attached Existing Conditions Plan, the buildable area is located in the rear of the site and grades on the parcels slope down towards Ames Creek. Based on the layout, stormwater from the development must be managed in the rear of the site before it is discharged into the waterway. The attached Preliminary Storm Plan illustrates that the location of Stormtech chambers and an outfall structure to minimize impacts to the vegetated corridor to the maximum extent practicable. Only trees that are impacted by required grading activities will be removed, and no stockpiling of materials or equipment is proposed within the significant natural resource area. As required, a planting plan demonstrating compliance with the City's native vegetation mitigation requirements will be submitted with the applicant's future request for construction permits.

7. Structures or other non-conforming alterations existing fully or partially within a significant Natural Resource may be expanded provided the expansion occurs outside of a significant natural resource. Substantial improvement of a non-conforming structure in a significant natural resource shall require compliance with the standards of this chapter.
8. Existing lawn within a significant natural resource may be maintained, but not expanded within the limits of a significant natural resource. Development activities shall not justify replacement of native vegetation, especially riparian vegetation, with lawn.

**COMMENT:**

The applicant is not proposing to expand an existing structure or maintain lawn areas within the significant natural resource area, therefore these standards do not apply.

- D. 1. Removal of non-native vegetation and replacement with native plant species is allowed and shall comply with the following requirements.
2. The replacement vegetation shall at a minimum:
  - a. Cover the area from which

vegetation was removed;

- b. Maintain or exceed the density of the removed vegetation; and
- c. Maintain or improve the shade provided by the vegetation.

**COMMENT:**

A planting plan demonstrating compliance with the City's requirements will be submitted with the applicant's future request for construction permits. As required, replacement vegetation will meet the above standards.

- E. Trees in danger of falling and thereby posing a hazard to life or property may be removed, following consultation and approval from the Community Development Director.

**COMMENT:**

There are no trees which have been identified as being in danger of falling or posing a hazard to life or property on the subject site. Therefore, this section does not apply.

- F. The control or removal of nuisance plants should primarily be by non-chemical means (e.g. hand-pulling).
  - 1. If non-chemical means fail to adequately control nuisance plant populations, a glyphosate based herbicide, or other environmentally safe herbicide, may be used.
  - 2. No pre-emergent herbicides or auxin herbicides that pose a risk of contaminating water should be used.
  - 3. Herbicide applications must be applied according to manufactured specifications.

**COMMENT:**

As required, any removal of nuisance plants within natural resource areas will be completed in accordance with the above standards.

**Section 17.72.090: Mitigation Standards.**

When impacts to any identified significant natural resource occur, mitigation will be required.

- A. For impacts to wetlands, the following standards and criteria shall apply.
  - 1. The applicant must obtain a fill and removal permit from the Oregon Division of State Lands and U.S. Army Corps of Engineers.
  - 2. The applicant must provide an approved mitigation plan that complies with all Oregon Division of State Lands and U.S. Army Corps of Engineers wetland regulations.

**COMMENT:**

If the proposed map amendment and planned development requests are approved, the applicant will obtain a fill and removal permit from DSL and the Corps of Engineers for the proposed wetland impacts. As required, a mitigation plan that meets agency standards will be submitted with the permit application.

- B. For impacts to riparian corridors, the following standards and criteria shall apply:
  - 1. A mitigation plan prepared by a qualified professional shall be submitted to the city. The mitigation plan shall meet the following criteria:
    - a. Mitigation for impacts to a non-wetlands riparian area shall require a minimum mitigation area ratio of one to one;
    - b. The mitigation plan shall document:
      - (1) The location of the impact;

- (2) The existing conditions of the resource prior to impact;
- (3) The location of the proposed mitigation area;
- (4) A detailed planting plan of the proposed mitigation area with species and density; and
- (5) A narrative describing how the resource will be replaced.

**COMMENT:**

As required, a mitigation plan meeting City planting requirements will be submitted with the applicant's future request for construction permits. The mitigation plan will demonstrate compliance with the standards listed above.

- 2. Mitigation shall occur on-site and as close to the impact area as possible. If this is not feasible, mitigation shall occur within the same drainage basin as the impact.
- 3. All vegetation planted within the mitigation area shall be native to the region. Species to be planted in the mitigation area shall replace those impacted by the development activity.
- 4. Trees shall be planted at a density of not less than five per 1,000 square feet. Shrubs shall be planted at a density of not less than ten per 1,000 square feet.

**COMMENT:**

Mitigation for the proposed impacts will occur within Tract 'A', as close to the impact area as possible. As required, the mitigation plantings will be native to the region, will replace trees and vegetation impacted by the development activity, and will meet the density requirements of this section.

**B. CITY OF SWEET HOME COMPREHENSIVE PLAN**

**CHAPTER 2: LAND USE ELEMENT**

**General Development Policies**

**Policy 1: Land allocation for the various uses (residential, commercial and industrial) will be based on anticipated needs for development.**

**COMMENT:**

The City of Sweet Home last updated the Residential Lands Housing chapter of the Comprehensive Plan when ECONorthwest completed a Housing Needs Analysis in 2001. Since the analysis evaluated housing needs for the 2000-2020 planning period, these findings are no longer relevant when determining current residential land needs. However in 2017, as part of the City's Economic Opportunity Analysis (EOA), ECONorthwest evaluated commercial land needs, as well as housing needs for supporting new employment, for the 2017-2037 planning period. Based on this analysis, there is an 18 acre surplus of commercial land during the planning period. The EOA also determined that 584 additional jobs will be created in Sweet Home from 2017-2037, and if housing supply cannot keep up with demand, housing affordability will become a significant issue for the community. The EOA indicates that in 2016, average housing sales ranged between \$135,000 and \$150,000. In 2020, the average home listing is \$270,000.

Since home prices have increased more than 40% over the last 4-5 years, it is reasonable to conclude that additional land should be allocated for residential use to keep up with the market demand. The proposed High Density Residential designation and planned development request for the site will help meet the need for additional moderately priced workforce housing in Sweet Home. Therefore, the requested map amendment is consistent with the above policy.

**Policy 5: Developers must provide documentation that development applications meet all applicable State and Federal environmental policies, including but not limited to:**

- **Air - Federal Clean Air Requirements, Environmental Protection Agency regulations, and Department of Environmental Quality air regulations.**
- **Water - Federal Water Quality Protection requirements, Environmental Protection Agency regulations, and Department of Environmental Quality water quality regulations.**
- **Noise - Department of Environmental Quality Noise**

**Control regulations, the Oregon Noise Control Act and all other applicable Federal, State and local noise control regulations.**

- **Solid Waste - State and Federal regulations governing the handling and storage of solid waste, particularly the requirements of the Department of Environmental Quality.**

**COMMENT:**

Included with this application is a Wetland Delineation Report and an Existing Conditions Plan which document natural resource areas on the subject site (see Exhibits 3 and 5). As discussed in this narrative, the applicant is providing a 50-ft. riparian buffer along Ames Creek and will obtain necessary permits from the DSL and the Corps of Engineers for the proposed wetland impacts. The attached Erosion Control Plan and Preliminary Stormwater Report demonstrate that water quality will be protected with the proposed development (see Exhibits 3 and 4). Typical noise for residential uses is anticipated for the proposed development. Convenient solid waste collection for residents is ensured by the proposed development of a turnaround at the west end of Private Street A.

**Policy 6: Open space, particularly parks and recreational lands, will be provided by the developer as an integral part of any development.**

**COMMENT:**

The attached Preliminary Site Plan demonstrates that the planned development will provide 39,139 sq. ft. of open space with recreational amenities on the south side of Private Street A. An additional 3,475 sq. ft. of open space is provided on the north side of Private Street A.

**Policy 10: All new subdivisions will be provided with water, City sewer and storm drains, paved streets, curbs, sidewalks and gutters, in advance of, or in conjunction with, new development. Installation of all the above facilities will be a condition of subdivision approval and at the expense of the developer.**

**COMMENT:**

As demonstrated by the attached Preliminary Development Plans, public utilities and transportation facilities will be installed in conjunction with the proposed development (see Exhibit 3). If the submitted land use applications are approved, these facilities will be installed at the expense of the developer.

**Policy 11: Electric power, telephone, and cable distribution and service lines will be located underground in new developments. Effort will be made to place existing utility lines underground in established areas.**



**COMMENT:**

As required, all electric and communication lines will be placed underground within the proposed public utility easement along the south side of Private Street A.

**Policy 12: Emergency vehicle and equipment access will be provided during any new development.**

**COMMENT:**

The attached Preliminary Site Plan illustrates that a turnaround meeting Fire Code standards is proposed at the west terminus of Private Street A (see Exhibit 3).

**Policy 15: Conversion of lands in the Urban Growth Boundary to urban uses shall be concurrent with the provision of public utilities, facilities, and services.**

**COMMENT:**

This narrative and the attached Preliminary Development Plans address how the proposed planned development provides public utilities, facilities, and services in accordance with City standards.

**Comprehensive Plan Map Policies**

**Policy 4: The Planning Commission will recommend and the City Council shall determine the location of boundaries by examining the goals and policies contained within the Plan.**

**COMMENT:**

This narrative addresses how the submitted Application for an Amendment to the Comprehensive Plan or Zoning Map is consistent with applicable goals and policies of the Comprehensive Plan. As required, the proposed map amendment will be reviewed at a Planning Commission public hearing before a recommendation is forwarded to City Council. A second public hearing will be conducted by City Council prior to issuing a decision for the application.

**CHAPTER 3: NATURAL FEATURES, PARKS AND OPEN SPACE**

**Natural Resources Policies**

**Policy 2: Significant natural resources, as defined by Statewide Goal 5, are protected with a Natural Resources Overlay designation that aims to ensure reasonable economic use of property.**

**COMMENT:**

The applicant's Existing Conditions Plan indicates that a wetland and a riparian corridor associated with Ames Creek are located on the subject site. As required, the applicant has addressed how the proposed development meets the standards of Chapter 17.72 in the narrative provided above.

**Parks and Open Space Policies**

**Policy 1: Open space, particularly parks and recreation lands, shall be provided as an integral part of development.**

**COMMENT:**

The attached Preliminary Site Plan indicates that the applicant is proposing to provide open space and recreational amenities along Ames Creek. As required, these features are an integral element of the proposed development.

**Policy 2: Open space can apply to many types of undeveloped and improved lands. Open space can be provided by protecting natural areas, parks, school grounds, golf courses, trails, street planters and medians, and house yards.**

**COMMENT:**

Consistent with this policy, the Preliminary Site Plan demonstrates that the natural area along Ames Creek and a portion of the on-site wetland are included in the proposed open space area (see Exhibit 3).

**CHAPTER 4: RESIDENTIAL LANDS AND HOUSING**

**Residential Land Use Policies**

**Policy 1: Residential areas will offer a wide variety of housing types in locations best suited to each housing type.**

**COMMENT:**

Due to access challenges, natural resource areas, and the limited buildable area on the subject properties, smaller single-family detached lots are well-suited for this particular site. The proposed housing type also meets the need for additional workforce housing, as supported by the City's 2017 Economic Opportunity Analysis.

**Policy 3: The City encourages flexibility in design to promote safety, livability, and preservation of natural features.**

**COMMENT:**

Through the submitted Planned Development application, the applicant is requesting modifications to minimum lot size, minimum lot width, front yard setback, and street side yard setback standards for the R-2 zone. The requested modifications will allow the applicant to protect natural resources and provide recreation amenities within the proposed common open space area.

**Policy 8: Efforts will be made to complete or connect existing**

**sidewalks along routes to schools, parks, or commercial areas.**

**COMMENT:**

To help provide pedestrian routes to schools, parks, and commercial areas, the applicant is proposing to install sidewalks along Private Street A and the 9<sup>th</sup> Avenue frontage.

**Policy 9: Development of residential local streets, whenever possible, will increase connectivity within and between neighborhoods.**

**COMMENT:**

Due to the site's access challenges and limited buildable area, Private Street A will provide ingress and egress to the proposed 7 single-family lots. The attached Aerial Photograph/Land Use Plan demonstrates that a railroad right-of-way is located to the north of the site and a parcel owned by the Sweet Home Veterans Club is located west of the subject property (see Exhibit 3). Adjoining parcels to the south are separated from the site by Ames Creek. Since it is not feasible to provide access to adjacent properties, the applicant is not proposing to extend Private Street A to the boundary lines of this development.

**Policy 10: The maximum net development densities (not including streets), in high density residential areas shall not exceed 35 multi-family dwelling units per acre, based on the standards for unit type**

**COMMENT:**

The Preliminary Development Plans indicate that the applicant is requesting approval of a Planned Development application under the R-2 (High Density Residential) zone designation. After subtracting the access drive area, the net site area is approximately 1.64 acres. At the permitted density of 35 dwelling units/acre, up to 57 multi-family dwelling units may be developed on the site. However, the attached plans indicate that the applicant is proposing to protect natural resource areas and develop 7 single-family lots on the subject parcels.

**Policy 14: Efforts will be made to extend trails, pedestrian ways, and bikeways through existing residential areas**

**COMMENT:**

Since Ames Creek separates the proposed development from adjacent residential properties to the south of the site, the applicant is not proposing to extend trails, pedestrian ways, or bikeways through the subject properties.

**Policy 15: To encourage connectivity and pedestrian access, residential blocks shall meet the development standards, except when topographical constraints make the standards impractical. When existing conditions or topography prevent a cross street, a pedestrian access way to connect streets should be**

considered as part of the development.

**COMMENT:**

As demonstrated by the attached Aerial Photograph/Land Use Plan, connectivity between the site and adjacent properties is constrained by the railroad right-of-way to the north, Ames Creek to the south, and the non-residential use to the west of the subject properties (see Exhibit 3). Based on these factors, the applicant is not proposing to develop a new residential block connection through the site.

**CHAPTER 5: ECONOMIC DEVELOPMENT AND LANDS FORECONOMIC GROWTH**

**Economic Development Policies**

**Policy 3: The City will strive to retain and enhance desirable existing commercial properties and encourage property owners' efforts to rehabilitate or redevelop older commercial areas**

**COMMENT:**

The subject site consists of Tax Lot 401 of Tax Map 13S01E31BD. Currently, Tax Lot 401 is designated High Density Residential on the Comprehensive Plan Map and C-2 (Highway Commercial) on the Zoning Map. The subject property is currently vacant. Due to access challenges and limited visibility of the site from adjacent right-of-ways, the applicant is proposing a Zoning Map amendment to designate Tax Lot 401 as R-2. Since the site is not a desirable existing commercial property, the proposed map amendment is consistent with the above policy.

**Policy 4: The Central Commercial designation is the traditional downtown shopping/business center. This designation provides for frequent shopping and service needs for residents**

**COMMENT:**

As demonstrated by the attached Aerial Photo/Land Use Plan, the subject site is not located within an area that serves as the traditional downtown shopping/business center. Therefore, the proposed residential designation is consistent with the above policy.

**Policy 6: The Highway Commercial designation provides for uses that have large size requirements, or that are oriented to highway access.**

**COMMENT:**

The attached Aerial Photo/Land Use Plan demonstrates that the subject site has poor visibility and is not oriented towards Highway 20. Therefore, the proposed R-2 zone designation is consistent with this policy.

**CHAPTER 6: TRANSPORTATION SYSTEMS**

**Transportation Policies**

**Policy 3:** The roadway design standards in the Transportation System Plan shall be implemented in the land development and land division ordinances for the development of future roadway facilities.

**COMMENT:**

As required, the City implements Transportation System Plan design standards in its land development and land division ordinances. The attached Preliminary Development Plans indicate that the 9<sup>th</sup> Avenue frontage improvements have been designed according to these standards (see Exhibit 3).

**Policy 4:** Private streets must be built to City standards as approved as part of the development plan.

**COMMENT:**

The applicant's attached Preliminary Development Plans indicate that the Private Street A improvements are consistent with City standards. As required, the private street will be constructed as approved by the City.

**Policy 8:** Many existing streets in Sweet Home do not meet the standards and it may not be possible to improve the streets to the maximum extent feasible to meet access conditions and "traffic feature" standards. It may be necessary in some circumstances to prohibit parking on one or both sides of the street, particularly on designated arterials and collectors.

**COMMENT:**

The subject site is located adjacent to 9<sup>th</sup> Avenue, a local street. The attached Preliminary Site Plan indicates that a sidewalk will be constructed along the frontage to meet City standards. Since the roadway is currently paved with a 40-ft. width, it can accommodate on-street parking along both sides of the street.

**CHAPTER 8: PLAN MANAGEMENT**

**Citizen Involvement Policies**

**Policy 2:** The Planning Commission shall conduct meetings open to the community throughout the planning process. The City advertises meetings through the media, neighborhood and community organizations, and in other ways to provide opportunities for all interested groups and individuals to participate in all stages of the planning process

**COMMENT:**

As required, the concurrently filed Amendment to the Comprehensive Plan or Zoning Map application and Planned Development application will be reviewed at a Planning Commission public hearing before a recommendation is forwarded to City Council. A second public hearing will be conducted by City Council prior to issuing a decision for both applications.

**Plan Amendment Policies**

**Policy 1:** The City Council may amend the Comprehensive Plan after referral to the Planning Commission for review, revisions, and recommendations.

**COMMENT:**

As required, following Planning Commission review, a second public hearing for the applicant will be conducted by City Council prior to issuing a decision for the submitted application.

**Policy 4:** An amendment to the Comprehensive Plan shall be considered when one or more of the following conditions exist:

- a. Updated data demonstrates significantly different trends than previous data;
- b. New data reflects new or previously undisclosed public needs;
- c. New community attitude represents a significant departure from previous attitude as reflected by the Planning Commission or City Council;
- d. Statutory changes significantly affect the applicability or appropriateness of existing plan policies

**COMMENT:**

The applicant is requesting approval of an Amendment to the Comprehensive Plan or Zoning Map application based on updated data and the identification of public needs. The subject site consists of Tax Lot 401 of Tax Map 1301E31BD. Currently, Tax Lot 401 is designated High Density Residential on the Comprehensive Plan Map and C-2 (Highway Commercial) on the Zoning Map.

In 2017, the City completed an Economic Opportunity Analysis (EOA) which determined that there is an 18-acre surplus of commercial land for the 2017—2037 planning period. The report indicates that 584 additional jobs will be created in Sweet Home during the planning period, and if housing supply cannot keep up with demand, housing affordability will become a greater issue in the community. The EOA indicates that in 2016, average housing sales ranged between \$135,000 and \$150,000. In 2020, the average home listing is now \$270,000. The proposed High Density Residential designation and Planned Development proposal for the site will help meet the need for additional moderately priced workforce housing in Sweet Home.

**Policy 5: Property owners, their authorized agents, or the City Council may initiate a Comprehensive Plan amendment. In order to obtain a Comprehensive Plan amendment the applicants have the burden of proof that all of the following conditions exist:**

**a. There is a need for the proposed change;**

**COMMENT:**

As discussed above, there is a need for additional workforce housing in Sweet Home. The 2017 EOA indicates that an adequate supply of housing is needed to maintain moderate home prices and support job creation in the City. Due to the surplus of commercial land, the proposed map amendment will not impact the City's ability to address commercial land needs. Therefore, the proposed residential designation allows the site to be developed for the highest and best use.

**b. The identified need can best be served by granting the change requested;**

**COMMENT:**

Since home prices have increased more than 40% over the last 4-5 years, it is reasonable to conclude that additional land should be allocated for residential use to keep up with market demand. The proposed High Density Residential designation and planned development request for the site will help meet the need for additional moderately priced workforce housing in Sweet Home.

**c. The proposed change complies with the Statewide Planning Goals; and**

**COMMENT:**

The applicant has addressed how the proposed map amendment is consistent with Statewide Planning Goals in the narrative provided below.

**d. The proposed change complies with all other elements of the City's Comprehensive Plan.**

**COMMENT:**

This Applicant's Statement has addressed how the proposed map amendment complies with all other elements of the Comprehensive Plan.

**C. OREGON STATEWIDE PLANNING GOALS**

**Goal 1: Citizen Involvement**

**Summary: Goal 1 calls for "the opportunity for citizens to be involved in all phases of the planning process." It requires each city and county to have a citizen**

involvement program containing six components specified in the goal. It also requires local governments to have a committee for citizen involvement (CCI) to monitor and encourage public participation in planning.

**COMMENT:**

The requested land use action is to amend the Zoning Map to designate Tax Lot 401 as R-2. In addition, the applicant has submitted a concurrent request to divide the site into 7 single-family lots through the planned development process. As required, citizens will have the opportunity to comment on the proposed map amendment and planned development requests at public hearings before the Planning Commission and City Council.

**Goal 2: Land Use Planning**

**Summary:** Goal 2 outlines the basic procedures of Oregon's statewide planning program. It says that land use decisions are to be made in accordance with a comprehensive plan, and that suitable "implementation ordinances" to put the plan's policies into effect must be adopted. It requires that plans be based on "factual information"; that local plans and ordinances be coordinated with those of other jurisdictions and agencies; and that plans be reviewed periodically and amended as needed. Goal 2 also contains standards for taking exceptions to statewide goals. An exception may be taken when a statewide goal cannot or should not be applied to a particular area or situation.

**COMMENT:**

As required, this Applicant's Statement addresses how the proposed land use change meets applicable goals and policies of the City of Sweet Home Comprehensive Plan. The applicant's proposal does not require that an exception be granted to any of the Statewide Planning Goals.

**Goal 3: Agricultural Lands**

**Summary:** Goal 3 defines "agricultural lands." It then requires counties to inventory such lands and to "preserve and maintain" them through farm zoning. Details on the uses allowed in farm zones are found in ORS Chapter 215 and in Oregon Administrative Rules, Chapter 660, Division 33.

**COMMENT:**

The subject site is currently located within the city limits of Sweet Home. Since the site is not classified as "agricultural lands", the proposed map amendment is consistent with Goal 3.

**Goal 4: Forest Lands**

**Summary:** This goal defines forest lands and requires counties to inventory them and adopt policies and ordinances that will "conserve forest lands for forest uses."



**COMMENT:**

The attached Existing Conditions Plan identifies the location of on-site trees and indicates that a number of them will be protected within the 50-ft. riparian buffer along Ames Creek. Since the subject property does not include designated forest lands, Goal 4 is not applicable to the submitted application.

**Goal 5: Open Spaces, Scenic and Historic Areas and Natural Resources**

**Summary:** Goal 5 covers more than a dozen natural and cultural resources such as wildlife habitats and wetlands. It establishes a process for each resource to be inventoried and evaluated. If a resource or site is found to be significant, a local government has three policy choices: preserve the resource, allow proposed uses that conflict with it, or strike some sort of a balance between the resource and the uses that would conflict with it.

**COMMENT:**

The Existing Conditions Plan indicates that Ames Creek roughly follows the southern boundary of the site and a 50-ft. riparian corridor measured from the top of bank has been identified. Also included on the plan is the delineated boundary of an on-site wetland. The attached Preliminary Site Plan demonstrates where natural resource areas will be protected within Tract 'A'. As discussed above, the proposed development is consistent with Chapter 17.72 standards, which allows some natural resource impacts when the impacts are mitigated.

**Goal 6: Air, Water and Land Resources Quality**

**Summary:** This goal requires local comprehensive plans and implementing measures to be consistent with state and federal regulations on matters such as groundwater pollution.

**COMMENT:**

If the proposed map amendment and planned development requests are approved, specific development plans will be submitted for each of the lots. The development will be required to comply with local, state, and federal air and land resource quality standards. The attached Storm Drain Plan and Preliminary Stormwater Report address how water quality will be protected with the proposed development (see Exhibits 3 and 4).

**Goal 7: Areas Subject To Natural Disasters and Hazards**

**Summary:** Goal 7 deals with development in places subject to natural hazards such as floods or landslides. It requires that jurisdictions apply "appropriate safeguards" (floodplain zoning, for example) when planning for development there.

**COMMENT:**

The attached Existing Conditions Plan indicates that the subject site does not contain any steeply sloping areas. A floodway and 100-year floodplain have been delineated on the plan. The applicant has addressed the City's floodplain standards in the narrative provided above.

**Goal 8: Recreation Needs**

**Summary:** This goal calls for each community to evaluate its areas and facilities for recreation and develop plans to deal with the projected demand for them. It also sets forth detailed standards for expedited siting of destination resorts.

**COMMENT:**

The City's Comprehensive Plan does not identify the subject property as a potential park site. However, the submitted Preliminary Site Plan demonstrates that a significant portion of the site will be dedicated as common open space, and recreation amenities will be developed within Tract 'A'.

**Goal 9: Economic Development**

**Summary:** Goal 9 calls for diversification and improvement of the economy. It asks communities to inventory commercial and industrial lands, project future needs for such lands, and plan and zone enough land to meet those needs.

**COMMENT:**

Tax Lot 401 is currently designated High Density Residential on the Comprehensive Plan Map and C-2 (Highway Commercial) on the Zoning Map. The applicant is proposing to amend the Zoning Map to designate Tax Lot 401 as R-2 (High Density Residential).

In 2017, the City completed an Economic Opportunity Analysis (EOA) which determined that there is an 18-acre surplus of commercial land for the 2017—2037 planning period. Due to the surplus of commercial land, the proposed map amendment will not impact the City's ability to address commercial land needs.

**Goal 10: Housing**

**Summary:** This goal specifies that each city must plan for and accommodate needed housing types, such as multifamily and manufactured housing. It requires each city to inventory its buildable residential lands, project future needs for such lands, and plan and zone enough buildable land to meet those needs. It also prohibits local plans from discriminating against needed housing types.

**COMMENT:**

As mentioned above, there is an 18-acre surplus of commercial land for the 2017—2037 planning period. The 2017 EOA indicates that 584 additional jobs will be created in Sweet Home during the planning period, and if housing supply cannot keep up with demand, housing affordability will become a greater issue in the community. The EOA indicates that in 2016, average housing sales ranged between \$135,000 and \$150,000. In 2020, the average home listing is now \$270,000. Therefore, the proposed High Density Residential designation and Planned Development proposal for the site will help meet the need for moderately priced workforce housing in Sweet Home. As such, the proposed Comprehensive Plan and Zoning Map amendment complies with Goal 10.

**Goal 11: Public Facilities and Services**

**Summary:** Goal 11 calls for efficient planning of public services such as sewers, water, law enforcement, and fire protection. The goal's central concept is that public services should be planned in accordance with a community's needs and capacities rather than be forced to respond to development as it occurs.

**COMMENT:**

As demonstrated by the attached Existing Conditions Plan, public utilities are located in the vicinity of the subject site. The attached Storm Drain Plan, and Sanitary Sewer and Water Plan, identify how utility services will be extended to serve the proposed use. Since the site is currently located in the city limits of Sweet Home, it has access to City fire and police services. Therefore, the proposed map amendment complies with Goal 11.

**Goal 12: Transportation**

**Summary:** The goal aims to provide "a safe, convenient and economic transportation system." It asks for communities to address the needs of the "transportation disadvantaged."

**COMMENT:**

To meet Local Street standards, the applicant is proposing to install a 5-ft. curbtight sidewalk and street trees along the site's 9<sup>th</sup> Avenue frontage. To provide access for Lots 1-7, the applicant is proposing to develop Private Street A with 24-ft. of pavement, 6-in. curbs, and a 5-ft. sidewalk along the south side of the roadway. To meet Fire Code Standards, the attached Preliminary Site Plan indicates that a 20-ft. x 70-ft. turnaround with 28-ft. turning radius will be installed between Lots 3 and 4 (see Exhibit 3). With the proposed street improvements, safe and convenient facilities will support all modes of transportation.

**IV. SUMMARY AND CONCLUSIONS**

Based upon the findings of this Applicant's Statement and the submitted exhibits, the applicant has demonstrated compliance with relevant sections of the Sweet Home Comprehensive Plan, City of Sweet Home Code of Ordinances, and the Oregon Statewide Planning Goals. Therefore, the applicant requests that the submitted applications be approved.

**VI. EXHIBITS**

**1. Application Forms**

**2. Property Deed**

**3. Preliminary Development Plans**

- Sheet P-1: Cover Sheet
- Sheet P-2: Existing Conditions Plan
- Sheet P-3: Aerial Photograph/Land Use Plan
- Sheet P-4: Preliminary Plat
- Sheet P-5: Preliminary Site Plan
- Sheet P-6: Preliminary Grading and Erosion Control Plan
- Sheet P-7: Preliminary Storm Drain Plan
- Sheet P-7A: Preliminary Storm Drain Basin Plan
- Sheet P-7B: Preliminary Storm Drain Details
- Sheet P-8: Sanitary Sewer and Water Plan
- Sheet P-9: 9<sup>th</sup> Avenue Frontage Plan
- Sheet P-10: Private Street A Plan (1+00 – 5+00)
- Sheet P-10A: Private Street A Plan (5+00 – 8+80)

**4. Preliminary Stormwater Report**

**5. Wetland Delineation Report and DSL Concurrence Letter**

**6. ODOT Rail Review of Proposed Project**





**Application for an Amendment to the  
 Comprehensive Plan or Zoning  
 Maps or Text**

Date Received: 10.14.20  
 Date Complete: 10.27.20  
 File Number: ZMA 20-04  
 Map/Text Amendment Application Fee \$: \$1,030.00  
 Zoning Application Fee \$: \$1,030.00  
 Receipt #: 4067  
 Planning Commission Hearing Date: 12.07.20

Within 30 days following the filing of this application, the City Planner will make a determination of completeness regarding the application. If deemed complete, the application will be processed.

City Council Hearing Date: \_\_\_\_\_

**Applicant's Name:**  
 Good Faith Management, LLC  
**Applicant's Address:**  
 PO Box 41212, Eugene, OR 97404  
**Applicant's Phone and e-mail:**  
 541-520-1265, zoom97405@yahoo.com

**Property Owner:**  
 Same as Applicant  
**Owner's Address:**  
**Owner's Phone and email:**

**Comprehensive Plan Map or Zoning Map Amendment**

**Subject Property Address:**  
 9th Avenue (No Assigned Address)  
**Subject Property Assessor's Map and Tax Lot:**  
 Tax Lot 401 of Tax Map 1301E31BD  
**Subject Property Size:**  
 1.96 Acres  
**Current Zoning Classification**  
 C-2 (Highway Commercial)  
**Current Comprehensive Plan Classification:**  
 High Density Residential

**Purpose of Request**

To designate the site R-2 (High Density Residential) on the Zoning Map

**Zoning or Comprehensive Plan Text Amendment**

**Sections proposed to be changed:** N/A **Proposed language for change:** N/A Attach proposed text to this form.

**Purpose of Request**

N/A

**Submittal Requirements**

The checklist on the other side of this application lists the required items must be submitted with this application and the Criteria the request must meet. Please address all items that apply to this request. I certify that the statements contained on this application, along with the submitted materials, are in all respects true and are correct to the best of my knowledge and belief.

**Applicant's Signature:**  
*Janis Vanags*  
**Property Owner's Signature:**  
*Janis Vanags*

**Date:**  
 10/12/20  
**Date:**  
 10/12/20

**SHMC 17.12.025 REVIEW CRITERIA FOR MAP AMENDMENTS.**

An amendment to the official zoning or comprehensive plan map may be authorized provided that the proposal satisfied all relevant requirements of this title and also provided that the applicant demonstrates the following:

- A. The proposed amendment is consistent with the goals and policies of the comprehensive plan.
- B. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment.
- C. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district.
- D. The proposed amendment to the comprehensive plan map is consistent with Oregon's statewide planning goals.

**17.80.040 CONDITIONAL USE CRITERIA.**

The criteria that will be used in approving, approving with conditions, or denying an application, or to enlarge or alter a conditional use, will be based on findings with respect to each of the following standards and criteria.

- A. The request complies with the requirements of the underlying zone or overlay zone, city codes, state and federal laws.
- B. The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering, but not limited to, the following:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> 1. Building size | <input type="checkbox"/> 6. Exhaust and emissions | <input type="checkbox"/> 11. Visibility                               |
| <input type="checkbox"/> 2. Parking       | <input type="checkbox"/> 7. Light and glare       | <input type="checkbox"/> 12. Safety                                   |
| <input type="checkbox"/> 3. Traffic       | <input type="checkbox"/> 8. Erosion               | <input type="checkbox"/> 13. Building, landscaping or street features |
| <input type="checkbox"/> 4. Noise         | <input type="checkbox"/> 9. Odor                  |   |
| <input type="checkbox"/> 5. Vibration     | <input type="checkbox"/> 10. Dust                 |   |

- C. Any negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other code standards, or other reasonable conditions of approval that include but are not limited to those listed in this chapter.
- D. All required public facilities have adequate capacity, as determined by the city, to serve the proposed use.
- E. Home occupations must meet the following standards:
  - 1. The home occupation shall be secondary to the residential use.
  - 2. All aspects of the home occupation shall be contained and conducted within a completely enclosing building.
  - 3. No materials or mechanical equipment shall be used which are detrimental to residential use of the dwelling or nearby dwellings because of vibration, noise, dust, smoke, odor, interference with the electrical grid, radio or television reception or other similar factors.
  - 4. Vehicles related to the home occupation shall be parked in a manner so as to not block any driveway or impede the safe flow of traffic
- F. Marijuana facilities must be located in a fixed location. No temporary or mobile sites of any sort are allowed.
- G. Marijuana facilities may not have any drive up services.
- H. Marijuana facilities must be located at least 1,000 feet from the property boundary of any school.
- I. Marijuana facilities must be sited on a property so as to be at least 100 feet from the boundary of any residentially zoned property.



# Sweet Home Council

Sub-Committee on Homeless

## **Week long daily meetings;**

- ★ **Build common understanding of homelessness**
- ★ **Identify barriers; housing, medical, legal, food, services.**
- ★ **Created Tagline, Vision, Mission and Value statements.**
- ★ **Identified housing and service framework**
  - **To-be state**
  - **As-is state**
  - **Action Plan**
- ★ **Mini-field trip to prospective areas of service**
- ★ **Next step actions**
  - **Transition emergency housing**
  - **Housing/Service Policies / Procedures**
  - **Service book and service understanding**

**Tag Line:** Helping People Help Themselves.

**Vision:** Improving the livability in our community through hope and wholeness.

**Mission statement:** To provide a safe clean diverse environment where people experiencing unstable living conditions can receive services improving lives with dignity and respect.

## Housing

- ★ Enforcement of rules
- ★ Volunteer fatigue
- ★ Lack of volunteers
- ★ Succession planning
- ★ Who runs? Leadership? Ownership? Control?
- ★ Mental illness
- ★ Some candidates unable to maintain housing
- ★ Alcohol & Drug Issues
- ★ Lack of supply for (emergency, transition, Permanent ) housing
- ★ Program management for all phases
- ★ Understanding of Low barrier vs High barrier constraints
- ★ Lack of income
- ★ Lack of good location
- ★ Not in my back yard (NIMBY)
- ★ No sheltering strategy

## Legal

- ★ Consistent enforcement of rules
- ★ No bite or consequences
- ★ Mental illness etc make it difficult to enforce as well as ability to obey rules
- ★ Clear understanding of codes and rules
- ★ Liabilities (insurance, responsibilities)

## Services

- ★ Hygiene issues (Restrooms, Laundry, Showers)
- ★ Storage, client gear, Pet Storage (legal/medical issues)
- ★ Transportation
- ★ Distrust
- ★ No point of contact/advocate

## Community

- ★ Unclear public support
- ★ Inconsistent perception of situation actions and issues
- ★ Lack of information and knowledge



## The solution

Formalize emergency shelters

Establish year-around emergency housing solution

Create integrated housing solution

From Low to high barrier

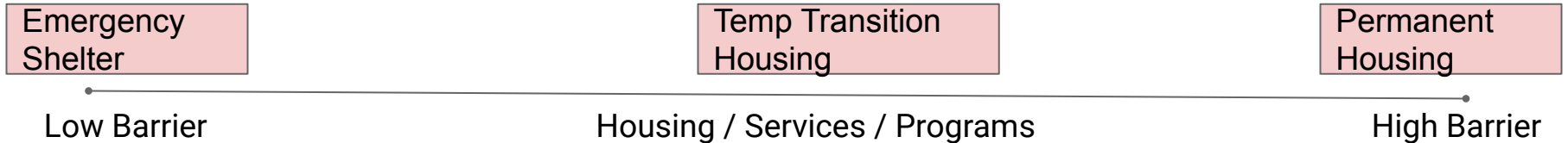
Dependant to independent

Create consolidated service efforts

## Programs and Resources

<p>ID Residential address Family Contact Dental Vouchers Educational training (Life skills, GED) Mentorship Therapy Therapy classes Childcare</p>	<p style="text-align: right;">Clothing Travel Vouchers Stability/Safety Tutoring Job Assistance Work Programs DHS Assistance Legal Aide Shelter/Day Center Housing</p>										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;"><u>Paperwork</u></td> </tr> <tr> <td style="width: 50%;">★ Medical</td> <td style="width: 50%;">★ Education</td> </tr> <tr> <td>★ Dental</td> <td>★ Identification</td> </tr> <tr> <td>★ Addictions</td> <td>★ Income</td> </tr> <tr> <td>★ Legal</td> <td>★ Programs &amp; Services</td> </tr> </table>	<u>Paperwork</u>		★ Medical	★ Education	★ Dental	★ Identification	★ Addictions	★ Income	★ Legal	★ Programs & Services	
<u>Paperwork</u>											
★ Medical	★ Education										
★ Dental	★ Identification										
★ Addictions	★ Income										
★ Legal	★ Programs & Services										

## Intake / Evaluation / Guidelines, Rules



**Conestoga Hut/Pallet etc  
Motorhome/Car  
Tent**

Temporary;No/Min Utilities  
Onsite mgmt/observation  
Case Mgmt  
Storage  
Pet Mgmt  
Medical  
Hygeine (restroom/shower)  
Other Emergency svcs's

**Temp House,Tiny Home etc**

Short Term ;Basic Utilities  
Case Mgmt  
Other Transitional svcs's

**Home**

Long -Term  
Case Mgmt exit  
Other Supporting svcs's

Intake / Evaluation / Guidelines, Rules

Emergency  
Shelter

Temp Transition  
Housing

Permanent  
Housing

Low Barrier

Housing / Services / Programs

High Barrier



**City of Sweet Home**  
 3225 Main Street  
 Sweet Home, OR 97386  
 541-367-5128  
 Fax 541-367-1215  
 www.sweethomeor.gov

Finance Department

To: City Council  
 Ray Towry, City Manager

From: Brandon Neish, Finance Director

Subject: Finance Department Monthly Report – December 2020

The Finance Department is responsible for the for the fiscal management of the City of Sweet Home. This includes accounts payable, payroll, general accounting, preparing the annual budget and the city’s annual audit. This department also administers the city’s assessment docket, coordinates employee’s benefits and maintains financial records relating to grants and contracts. The following information represents the department’s activities during the month of **December 2020**.

	December 2020	November 2020	YTD	December 2019	Prior Five-Year Average
<b>Accounts Payable</b>					
Chks printed	158	139	889	138	428
Exp. Total	\$709,684.01	\$1,335,497.30	\$4,807,271.82	\$571,379.75	\$450,901.82
<b>Passports</b>					
Processed	6	22	42	22	N/A
Photos taken	9	10	34	15	N/A
<b>Lien Searches</b>					
	56	50	364	47	50



	December 2020	November 2020	YTD	December 2019	Prior Five- Year Average
<b>Utility Billing</b>					
Service requests	201	167	1,188	196	N/A
New accounts	9	12	84	10	N/A
Net account changes	+1	+5	+10	-9	N/A
Statements processed	3,241	3,248	19,451	3,289	N/A
Past-due notices sent	906	1,051	5,992	1,034	N/A
Accounts scheduled for turn-off	84	55	573	43	N/A

\* Beginning April 2020, accounts with past due balances were not turned off due to non-payment

Below is a list of the checks that were equal to or exceeded \$5,000 and their purpose (if not clear on check listing).

<b>Check No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Fund</b>
91879	SBRK Finance Holdings, Inc.	Springbrook (Finance/HR Software)	\$25,397	Internal Service (290)
91880	Senior Citizens of Sweet Home	Quarterly allocation from state with CARES Act funds	\$69,111	Public Transit Grant (755)
91911	ODOT	Hwy 20 STIP project	\$17,595.32	Streets Improvement Fund (570)
91931	Thriftway	CEIP grant	\$5,000	Economic Development (760)
0	DevNW	Housing rehab loans	\$92,047.10	Economic Development (760)
92006	ODOT	Hwy 20 STIP project	\$7,230.42	Streets Improvement Fund (570)
92015	Sweet Home Chamber	Visitor's Center operation support	\$5,000	Internal Service (290)

# Bank Reconciliation

## Checks by Date

User: bneish  
 Printed: 01/22/2021 - 4:33PM  
 Cleared and Not Cleared Checks



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	12/9/2020	CENTURYLINK		AP		39.99
0	12/9/2020	Stepper Consulting, Inc.		AP		16,024.77
0	12/9/2020	CENTURYLINK - Bus		AP		1,304.06
91859	12/9/2020	BULLARD LAW		AP	12/31/2020	16,108.21
91860	12/9/2020	ALSCO		AP	12/31/2020	155.86
91861	12/9/2020	American Legal Publishing Corporation		AP		495.00
91862	12/9/2020	BENTLEY SYSTEMS, INC.		AP	12/31/2020	223.50
91863	12/9/2020	CH2M OMI, Inc.		AP	12/31/2020	88,439.17
91864	12/9/2020	COMCAST		AP	12/31/2020	93.38
91865	12/9/2020	COMCAST BUSINESS		AP	12/31/2020	3,019.00
91866	12/9/2020	DAILY JOURNAL OF COMMERCE		AP	12/31/2020	227.22
91867	12/9/2020	GROVER HUBBARD		AP	12/31/2020	37.71
91868	12/9/2020	KIP AMERICA, Inc.		AP	12/31/2020	13.88
91869	12/9/2020	LINN COUNTY RECORDER		AP	12/31/2020	95.00
91870	12/9/2020	METEREADERS, LLC		AP		1,925.30
91871	12/9/2020	MOONLIGHT BPO, INC.		AP	12/31/2020	697.64
91872	12/9/2020	Moore Holding Corporation		AP	12/31/2020	2,416.75
91873	12/9/2020	THE MORGAN CPS GROUP, INC.		AP	12/31/2020	200.00
91874	12/9/2020	NATIONAL PHOTOCOPY CORPORA		AP	12/31/2020	617.09
91875	12/9/2020	Northwest Natural		AP	12/31/2020	2,041.63
91876	12/9/2020	Pointe Pest Control-OR, LLC		AP	12/31/2020	115.00
91877	12/9/2020	Quadient Leasing USA, Inc.		AP	12/31/2020	675.81
91878	12/9/2020	TYLER RHOADS		AP	12/31/2020	56.70
91879	12/9/2020	SBRK Finance Holdings, Inc.		AP	12/31/2020	25,397.00
91880	12/9/2020	SENIOR CITIZENS OF SWEET HOM		AP	12/31/2020	69,111.00
91881	12/9/2020	STATE OF OREGON - Notary		AP	12/31/2020	40.00
91882	12/9/2020	WELLS FARGO FINANCIAL LEASIN		AP	12/31/2020	734.00
91883	12/9/2020	911 SUPPLY		AP	12/31/2020	95.99
91884	12/9/2020	ALSCO		AP	12/31/2020	290.17
91885	12/9/2020	Amazon Capital Services, Inc.		AP	12/31/2020	1,178.61
91886	12/9/2020	AT&T Mobility/First Net		AP	12/31/2020	1,991.88
91887	12/9/2020	BACKFLOW MANAGEMENT, INC.		AP	12/31/2020	110.00
91888	12/9/2020	BI-MART CORPORATION		AP	12/31/2020	2,625.00
91889	12/9/2020	BUCK'S SANITARY SERVICE, INC.		AP	12/31/2020	145.00
91890	12/9/2020	BULLARD LAW		AP	12/31/2020	695.00
91891	12/9/2020	Merritt Calkins		AP		40.00
91892	12/9/2020	COMCAST		AP	12/31/2020	88.40
91893	12/9/2020	David M. Corey Ph.D., P.C.		AP	12/31/2020	595.00
91894	12/9/2020	STATE OF OREGON - Notary		AP	12/31/2020	40.00
91895	12/9/2020	Correct Equipment, Inc.		AP	12/31/2020	2,882.20
91896	12/9/2020	FOSTER LAKE MALL		AP		25.00
91897	12/9/2020	FRANK PRINTING, LLC		AP	12/31/2020	152.00
91898	12/9/2020	HOY'S TRUE VALUE		AP	12/31/2020	188.26
91899	12/9/2020	JIMCO ELEC. CONTRACTING, INC.		AP	12/31/2020	2,677.52
91900	12/9/2020	JUNIOR LIBRARY GUILD		AP	12/31/2020	159.80
91901	12/9/2020	CHAYHOWA MCELHINNY		AP	12/31/2020	35.00

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
91902	12/9/2020	Mid Valley Newspapers		AP	12/31/2020	290.64
91903	12/9/2020	MOONLIGHT BPO, INC.		AP	12/31/2020	2,286.84
91904	12/9/2020	MURRAYSMITH, INC.		AP	12/31/2020	12,014.40
91905	12/9/2020	NATIONAL PHOTOCOPY CORPORA		AP	12/31/2020	250.65
91906	12/9/2020	NET ASSETS		AP	12/31/2020	291.00
91907	12/9/2020	Northwest Natural		AP	12/31/2020	246.67
91908	12/9/2020	OREGON ASSOC. CHIEFS OF POLIC		AP	12/31/2020	75.00
91909	12/9/2020	OREGON DEPT. OF AGRICULTURE		AP	12/31/2020	100.00
91910	12/9/2020	OREGON DEPT. OF REVENUE		AP	12/31/2020	4,388.00
91911	12/9/2020	OREGON DEPT. OF TRANSPORTATI		AP	12/31/2020	17,595.32
91912	12/9/2020	OREGON ECONOMIC DEVELOPME		AP	12/31/2020	250.00
91913	12/9/2020	OREGON HEALTH AUTHORITY - D		AP	12/31/2020	200.00
91914	12/9/2020	O'REILLY AUTOMOTIVE, INC.		AP	12/31/2020	61.55
91915	12/9/2020	PACIFIC OFFICE AUTOMATION		AP	12/31/2020	41.55
91916	12/9/2020	PACIFIC POWER		AP	12/31/2020	20,196.40
91917	12/9/2020	PETROCARD		AP	12/31/2020	2,931.40
91918	12/9/2020	PRIMASING MOTORS, INC.		AP	12/31/2020	53.55
91919	12/9/2020	PURCHASE POWER		AP	12/31/2020	639.66
91920	12/9/2020	Rexius Forest By-Products, Inc.		AP	12/31/2020	3,470.00
91921	12/9/2020	Rio Theatre, LLC		AP	12/31/2020	2,200.00
91922	12/9/2020	SAMARITAN HEALTH SERVICES, II		AP	12/31/2020	25.00
91923	12/9/2020	Scottmiriam, Inc.		AP	12/31/2020	72.00
91924	12/9/2020	Staples, Inc.		AP	12/31/2020	1,639.91
91925	12/9/2020	Sunset Electric, Inc.		AP	12/31/2020	45.00
91926	12/9/2020	SUNSHINE INDUSTRIES UNLIMITE		AP	12/31/2020	1,069.25
91927	12/9/2020	SYNCB/AMAZON		AP	12/31/2020	3,952.28
91928	12/9/2020	TAILORED SOLUTIONS CORP.		AP	12/31/2020	135.00
91929	12/9/2020	Tell & Sell, Inc.		AP	12/31/2020	47.19
91930	12/9/2020	THE CORVALLIS CLINIC, PC		AP	12/31/2020	150.00
91931	12/9/2020	THRIFTWAY		AP		5,000.00
91932	12/9/2020	Thyssenkrupp Elevator Corporation		AP	12/31/2020	90.00
91933	12/9/2020	TWGW, INC. NAPA AUTO PARTS		AP	12/31/2020	276.14
91934	12/9/2020	W. W. Grainger, Inc.		AP	12/31/2020	22.15
91935	12/9/2020	WesTek Marketing, LLC		AP	12/31/2020	6,810.00
0	12/10/2020	EBS TRUST		AP		77,004.81
0	12/10/2020	STANDARD INS. CO.		AP		4,211.46
0	12/10/2020	OREGON PAYROLL TAXES		AP		19,736.16
0	12/10/2020	HSA - PAYROLL DEDUCTIONS		AP		850.00
0	12/10/2020	FICA PAYROLL TAXES		AP		36,693.64
0	12/10/2020	MEDICARE		AP		8,740.84
0	12/10/2020	Vantagepoint Trf. Agents 108524/10904		AP		29,249.97
0	12/10/2020	Vantagepoint Trf. Agents 705507		AP		508.33
0	12/10/2020	FEDERAL PAYROLL TAXES		AP		27,679.36
0	12/10/2020	SWEET HOME POLICE EMPLOYEE		AP		1,190.00
0	12/10/2020	Vantagepoint Trf. Agents 300619		AP		2,970.00
0	12/10/2020	AFLAC		AP		661.02
0	12/10/2020	PERS		AP		13,133.06
0	12/10/2020	ASI-PAYROLL DEDUCTIONS		AP		118.33
0	12/10/2020	CHILD SUPPORT ACCOUNTING UN		AP		601.00
0	12/10/2020	SWEET HOME COMMUNITY FOUN		AP		169.13
0	12/10/2020	NATIONWIDE-PAYROLL DEDUCTI		AP		550.00
91936	12/10/2020	JON ARNOLD		AP	12/31/2020	94.31
91937	12/10/2020	HOY'S TRUE VALUE		AP	12/31/2020	140.00
91938	12/10/2020	OREGON AFSCME COUNCIL 75		AP	12/31/2020	816.71
91939	12/10/2020	PenServ Plan Services, Inc.		AP	12/31/2020	250.00
91940	12/10/2020	STEELHEAD STRENGTH & FITNES		AP		553.80

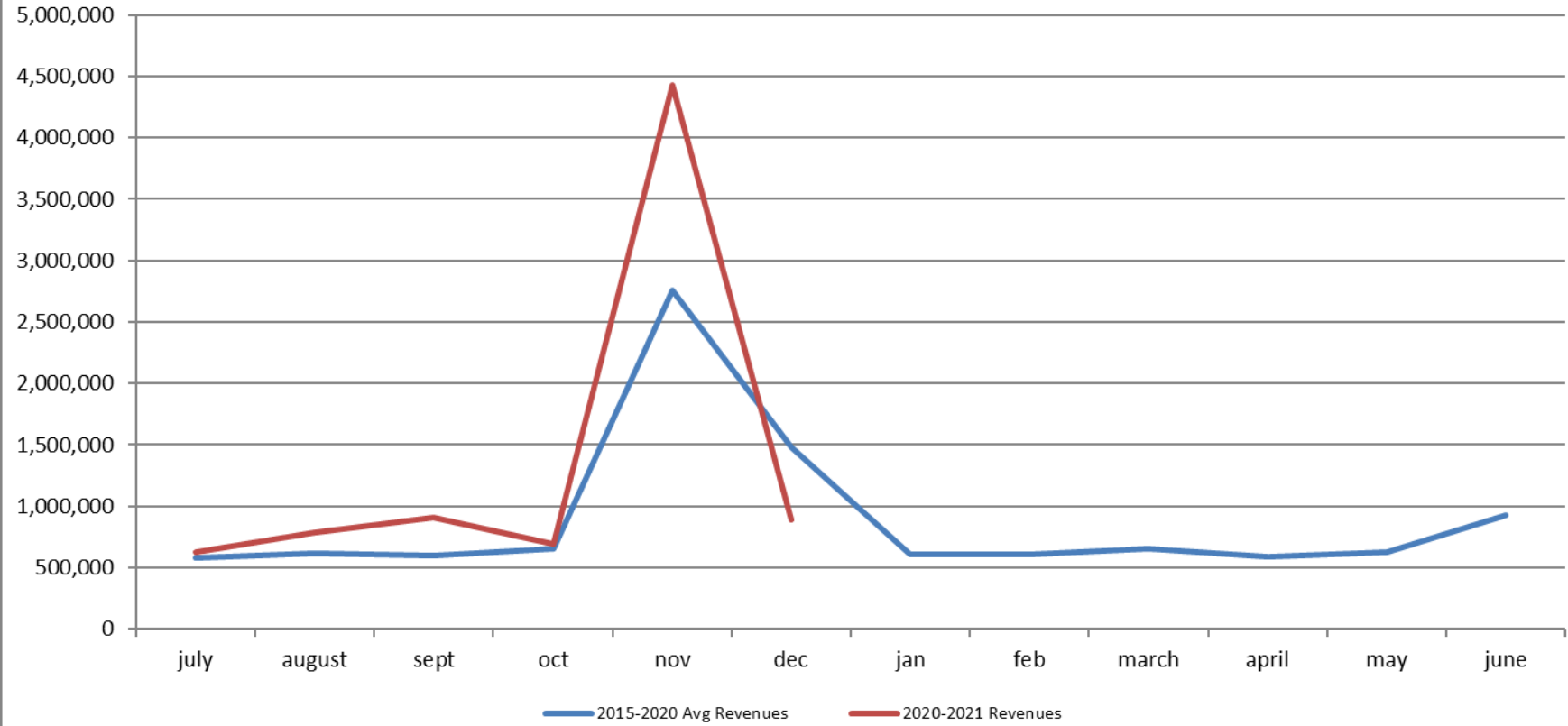
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91941	12/10/2020	UNITED WAY		AP	12/31/2020	25.00
0	12/23/2020	DevNW		AP		92,047.10
0	12/23/2020	CENTURYLINK		AP		1,444.94
91969	12/23/2020	911 SUPPLY		AP	12/31/2020	229.96
91970	12/23/2020	ALBERTSONS / SAFEWAY		AP		40.00
91971	12/23/2020	ALSCO		AP	12/31/2020	245.40
91972	12/23/2020	AT&T Mobility/First Net		AP		804.93
91973	12/23/2020	Nidia Bellon		AP		39.00
91974	12/23/2020	BUCK'S SANITARY SERVICE, INC.		AP	12/31/2020	103.50
91975	12/23/2020	BULLARD LAW		AP	12/31/2020	3,702.38
91976	12/23/2020	Canon Financial Services, Inc.		AP	12/31/2020	417.01
91977	12/23/2020	COMCAST		AP	12/31/2020	238.38
91978	12/23/2020	COMCAST BUSINESS		AP	12/31/2020	173.67
91979	12/23/2020	DEBRA COWART		AP		61.33
91980	12/23/2020	DAN DEE SALES		AP	12/31/2020	89.98
91981	12/23/2020	DUDE SOLUTIONS, INC.		AP	12/31/2020	780.88
91982	12/23/2020	FASTENAL COMPANY		AP	12/31/2020	253.38
91983	12/23/2020	FOSTER LAKE MALL		AP		25.00
91984	12/23/2020	GATEWAY IMPRINTS, INC.		AP	12/31/2020	167.00
91985	12/23/2020	Karla Hall		AP		35.00
91986	12/23/2020	HENSON HEATING		AP		30.00
91987	12/23/2020	HOME DEPOT CREDIT SERVICES		AP		470.37
91988	12/23/2020	INNOVATIVE CREDIT SOLUTIONS		AP		17.00
91989	12/23/2020	JUNIOR LIBRARY GUILD		AP	12/31/2020	304.35
91990	12/23/2020	KELLIE KEM		AP		333.00
91991	12/23/2020	SAMUEL KENNY		AP		86.07
91992	12/23/2020	ALVIN KIMBLE		AP	12/31/2020	69.06
91993	12/23/2020	KIP AMERICA, Inc.		AP		240.00
91994	12/23/2020	STEVE KOBERNIK		AP	12/31/2020	61.33
91995	12/23/2020	LESTER SALES		AP		93.31
91996	12/23/2020	ARTHUR LEVESQUE		AP		119.06
91997	12/23/2020	LIBERTY ROCK PRODUCTS, INC.		AP		84.91
91998	12/23/2020	LINN COUNTY PARKS DEPARTMEN		AP		5.00
91999	12/23/2020	Linn County Road Department		AP		60.00
92000	12/23/2020	CHAYHOWA MCELHINNY		AP		70.00
92001	12/23/2020	CAROLYN MOFFET		AP		21.98
92002	12/23/2020	MURRAYSMITH, INC.		AP	12/31/2020	25,702.80
92003	12/23/2020	NATIONAL PHOTOCOPY CORPORA		AP	12/31/2020	664.63
92004	12/23/2020	Nick and Khaira Corporation		AP	12/31/2020	3,111.50
92005	12/23/2020	NORM'S ELECTRIC, INC.		AP	12/31/2020	93.70
92006	12/23/2020	OREGON DEPT. OF TRANSPORTATI		AP	12/31/2020	7,230.42
92007	12/23/2020	O'REILLY AUTOMOTIVE, INC.		AP	12/31/2020	40.32
92008	12/23/2020	LAWRENCE PAQUIN		AP	12/31/2020	67.00
92009	12/23/2020	LLOYD R RICE		AP	12/31/2020	206.00
92010	12/23/2020	RONALD RODGERS		AP		30.58
92011	12/23/2020	SAMARITAN HEALTH SERVICES, II		AP		972.00
92012	12/23/2020	Scottmiriam, Inc.		AP		295.90
92013	12/23/2020	SHELL GAS STATION		AP		50.00
92014	12/23/2020	JANELLA SPEARS		AP	12/31/2020	45.00
92015	12/23/2020	SWEET HOME CHAMBER OF COMI		AP	12/31/2020	5,000.00
92016	12/23/2020	Judith Taylor		AP		15.00
92017	12/23/2020	THE BUILDING DEPARTMENT, LLC		AP		4,448.45
92018	12/23/2020	W. W. Grainger, Inc.		AP	12/31/2020	13.75
92019	12/23/2020	WALKER HEATING & AC, INC.		AP	12/31/2020	1,303.32
92020	12/23/2020	WILCO		AP	12/31/2020	199.99
92021	12/23/2020	RICK AND SHERRIE WILLIAMS		AP		46.39

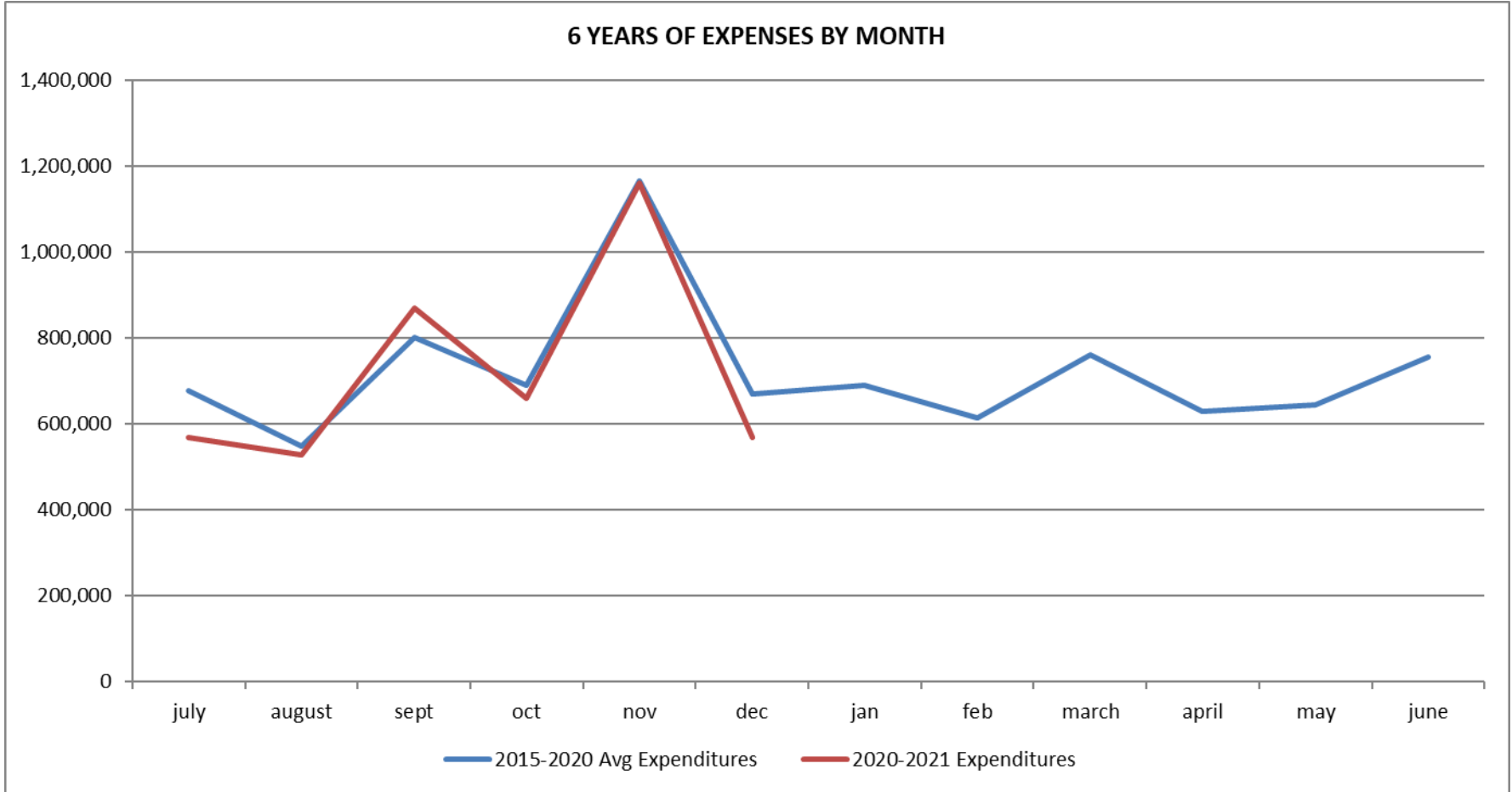
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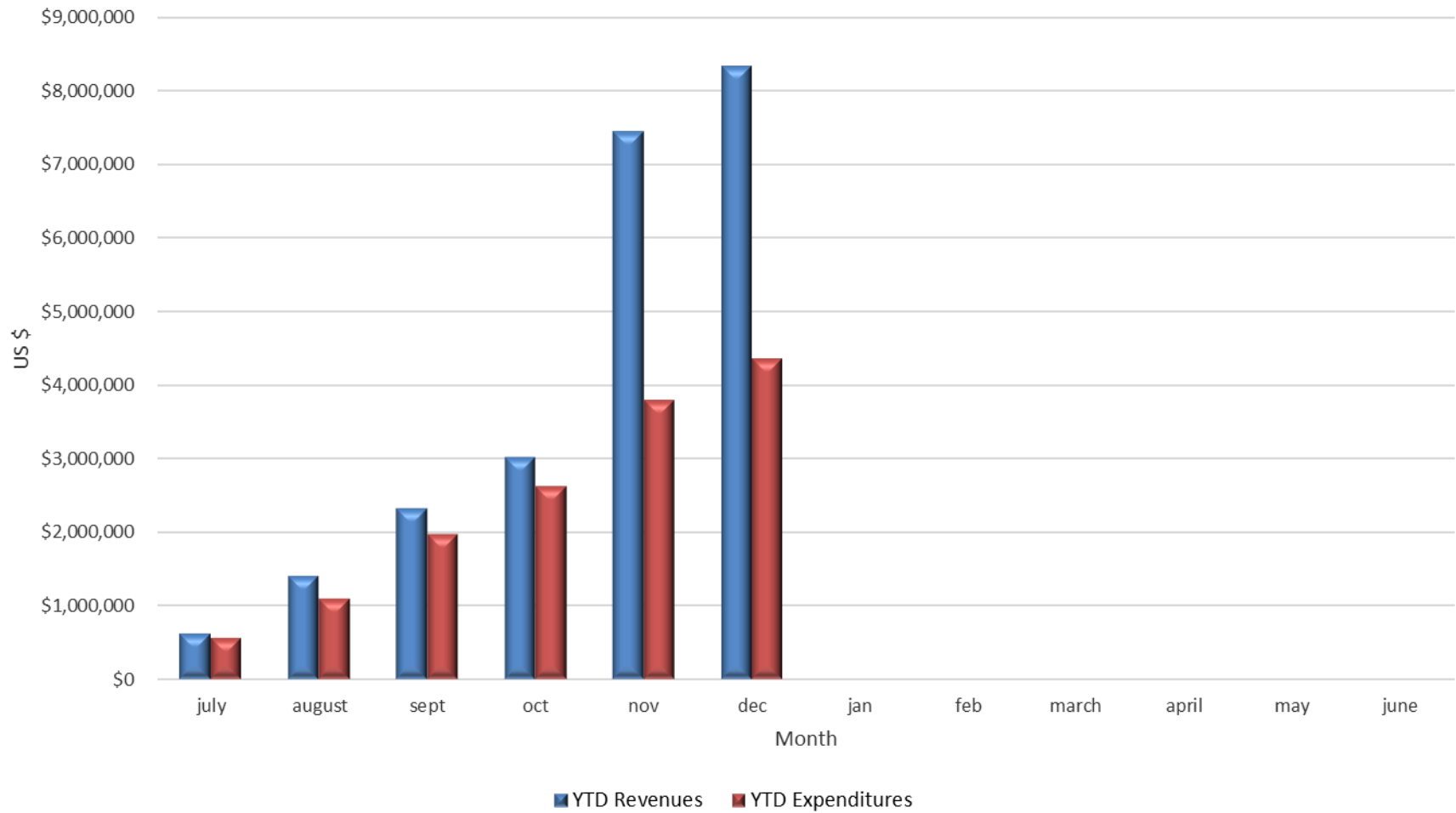
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6 Years of Revenues by Month



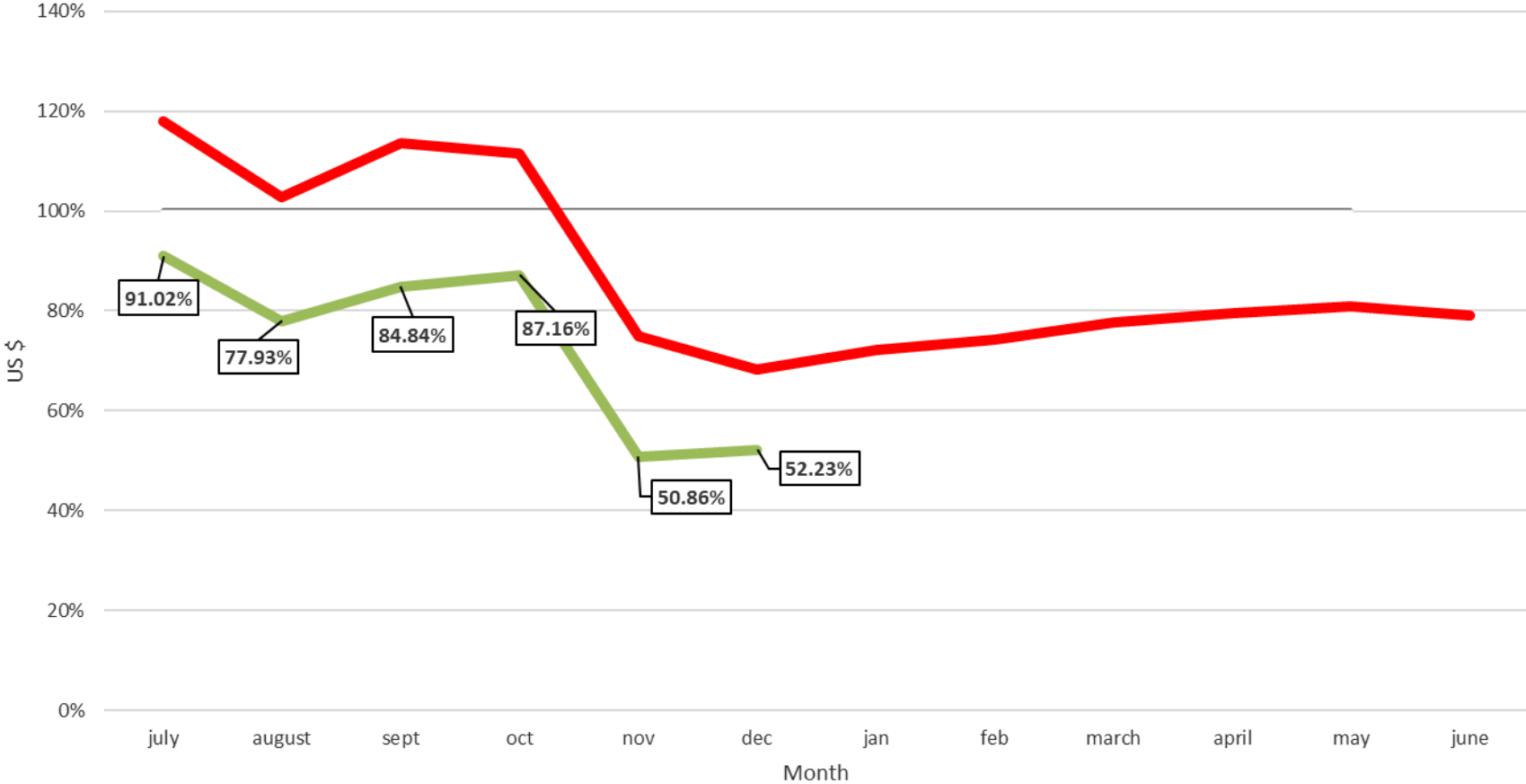


### Current Year Revenue & Expenditure Comparison





Expenditures as % of Revenues YTD



— YTD Expenditures as % of Revenue    — Baseline    — Average Expense % of Rev



SWEET HOME POLICE DEPARTMENT  
 CHIEF OF POLICE  
 1950 Main Street  
 Sweet Home, OR 97386  
 (541) 367-5181 Fax (541) 367-5235

	<b>This Month</b>	<b>Last Month</b>	<b>Last Year</b>	<b>Year to Date</b>	<b>5 Year</b>
	12/31/2020	11/30/2020	12/31/2019	12/31/2020	
<b>Call Volume</b>	661	516	740	2020-08272	709
<b>CAD Calls</b>	1130	1086	1444	16201	1355
<b>ONIBR Person Crimes</b>	8	11	13	159	11
<b>ONIBR Person Crimes Cleared</b>	4	9	6	121	7
<b>ONIBR Property Crimes</b>	21	30	56	477	45
<b>ONIBR Property Crimes Cleared</b>	8	13	16	151	14

**Trends:**

As we all know, 2020 has been the year of a variety of challenges. COVID-19 has been one of many. Since April of 2020 we have tried to track some of the implications that the pandemic has had on a variety of calls for service. We have been trying to determine what effects the current COVID-19 pandemic situation has on them. The calls that we are monitoring include thefts, domestic violence calls, child abuse calls (physical and sexual), suicide calls, mental health calls and burglaries. Below is a comparison of those types of calls compared with 2019.

	<b>2020</b>	<b>2019</b>	<b>Difference</b>	
Domestic Violence/Dispute Calls	534	431	103	19.29%
Child Abuse(Physical/Sexual)	345	458	-113	-24.67%
Suicidal Calls	94	84	10	10.64%
Mental Health Calls	342	458	-116	-25.33%
Burglary	28	38	-10	-26.32%

Domestic dispute/violence calls resulted in a rather substantial increase from 2019 (nearly 20%). Considering the limited opportunities that people have had to socialize and recreate during the majority of 2020, these numbers are not surprising. are continuing to increase. Through the end of October 2019, the Sweet Home Police Department had received a total of 372 calls for service associated with domestic disputes/violence. I believe that the only stats that we underestimated were those associated with the calls for service involving an individual's perceived mental health. These calls reduced just over 25% between 2019 and 2020.

Our community's response to homelessness remains a key focus of the Police Department. As of January 18<sup>th</sup>, 2021, were 26 persons staying on the property at the Nazarene Church. This location has always been intended to be temporary, through March of 2021. Several items of note need to take place as we move forward. One of those involves the Family Assistance and Resource Center (FARC), accepting a larger role in the management of the camp that is at the Nazarene Church. Currently there are no rules and regulations in place, that I believe is leading to an unsafe environment for residents there, the community and the officers that are having to respond there for issues. Between September and December of 2020, our officers responded to 26 calls for service at that location. As of January 18<sup>th</sup>, we have responded to 9 calls for service this year.

The second item of notes involves the work of a "sub-committee" that is working towards possible action items and the next steps that will be needed beginning in April when the Nazarene Church site is no longer operating in its current capacity. The group consists of 7-9 individuals that are looking at what the vision and mission could look like for our community moving forward. It also is weighing different options that would allow for the homeless community to continue to receive the services they need. As you can all imagine, this is a daunting task and a very divisive issue. My hope is that soon, we will be able to present a framework of our discussions to the Council and the Community for their input.

Our Department is in the process of selecting an officer to assume the K9 Handler position. Our previous K9 Handler has resigned to pursue other endeavors. K9 Gemma remains with us and I am currently caring for her. We anticipate having the new Handler selected soon so that both officer and Gemma can start their training together. Our intent is to move forward and continue the program.

There is some uncertainty around the effectiveness of single-purpose narcotics K9's as a result of Ballot Measure 110.

In November of 2020 voters in the State of Oregon approved Ballot Measure 110 (Drug Decriminalization and Addiction Treatment Initiative) with over 58% approval. Oregon's Ballot Measure 110 makes personal non-commercial possession of a controlled substance no more than a Class E violation (max fine of \$100) and establishes a drug addiction treatment and recovery program funded in part by the state's marijuana tax revenue and state prison savings.

Below is a list of the **new defined personal user amounts of controlled substances**.

Possessing less than:

- 1 gram Heroin
- 2 grams Cocaine
- 2 grams Methamphetamine
- 40 pills of Oxycodone
- 40 tabs of LSD
- 1 gram or 4 pills of MDMA (Ecstasy)
- 12 grams of Psilocybin
- 40 units of Methadone
- Or any amount of other Schedule 1 to 5 drugs

Persons found to be in possession of the above quantities will now be charged with a Class E Violation that has a maximum \$100 fine, or a completed health assessment. Also, failure to pay the fine will not be a basis for further penalties.

Possessing amounts above those subject to a class E Violation of: Heroin, Cocaine, Methamphetamine, Oxycodone, MDMA (Ecstasy), LSD, Psilocybin and Methadone can be charged with a Class A Misdemeanor which has a maximum sentence that can include a fine up to \$6,250 and/or up to 364 days in a county jail.

Manufacturing, delivering, or committing a commercial drug offense remains a Felony if it involves Heroin, Fentanyl, LSD, GHB, Schedule 1 drugs, Cocaine, Methadone, Schedule 2 drugs, manufacturing/delivery Methamphetamine, Ketamine, steroids, Tylenol III, Suboxone and other Schedule 3 drugs.

This is Oregon's new reality, and we are finalizing the updates to our existing policies and procedures associated with it.