



595 Main Street, Aumsville, OR 97325
Office: (503) 749-2030 | FAX: (503) 749-1852
Email: rharding@aumsville.us

PUBLIC MEETING NOTICE

AUMSVILLE CITY COUNCIL MEETING

In the Community Center and via Zoom Video Conference

MONDAY, OCTOBER 23, 2023

A G E N D A

- 1) **CALL TO ORDER: 7:00PM**
 - a) Approve Agenda

- 2) **PRESENTATIONS, PROCLAMATIONS, & VISITORS**
 - a) **Kelli Weese, Marion County Economic Development Program Manager:** Economic Development Strategy Updates
 - b) **Public Comment:** Public Comment will be accepted from online attendees at this time. Comments are limited to 5 minutes for comments on items other than Public Hearings listed below. There is a public comment period within each hearing. You may also submit comments by emailing City Administrator Ron Harding at rharding@aumsville.us by noon on October 23, 2023.
 - c) **Visitors:** For information about how to attend the meeting online, please call City Hall at 503.749.2030 or email hbrewster@aumsville.us to request log in instructions. Information will also be posted on our website at Aumsville.us

- 3) **CONSENT AGENDA:** (Action)
 - a) Minutes from the September 25, 2023 Regular Meeting
 - b) Accounts Payable and Payroll Register

- 4) **PUBLIC HEARINGS**
 - a) **Open UGB and Comprehensive Map Amendment Hearing**
 - 1) Staff Report
 - 2) Testimony/Public Comment
 - 3) Close Public Hearing
 - 4) Council Deliberations
 - 5) Council Decision (Action)
 - a) First Reading of Ordinance 721
 - b) Second Reading and Adoption
 - b) **Open Development Code Update Hearing**
 - 1) Staff Report
 - 2) Testimony/Public Comment
 - 3) Close Public Hearing
 - 4) Council Deliberations
 - 5) Council Decision (Action)
 - a) First Reading of Ordinance 722
 - b) Second Reading and Adoption
 - c) **Open 2023-05 SUB Clover Street Hearing**
 - 1) Declaration of Interests
 - 2) Preliminary Matters
 - 3) Opening Statement
 - 4) Staff Report
 - 5) Applicant Testimony
 - 6) Proponent(s) Testimony
 - 7) Opponent(s) Testimony

- 8) Governmental Agencies
- 9) General Testimony
- 10) Questions from the Public
- 11) Questions from the Commission
- 12) Applicant Summary
- 13) Staff Summary
- 14) Close or Continue the Hearing
- 15) Deliberation

5) **OLD BUSINESS:** None

6) **NEW BUSINESS**

- a) Updated Employee Handbook

7) **CITY ADMINISTRATOR REPORT**

- a) Police Department Monthly Report
- b) Public Works Monthly Report

8) **MAYOR AND COUNCILORS REPORTS**

9) **GOOD OF THE ORDER:** Other Business May Come Before the Council at This Time

10) **CORRESPONDENCE**

11) **ADJOURNMENT REGULAR MEETING**

12) **EXECUTIVE SESSION:** None

The City of Aumsville does not and shall not; discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. Anyone wishing to speak on an agenda item should ask to be recognized by the Mayor or Chair at the beginning of that agenda item. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities must be made at least 48 hours prior to the meeting. Please call (503) 749-2030 and leave a message or Oregon Relay Service for TDD at (800) 735-2900.

Agenda Item 2

ECONOMIC DEVELOPMENT STRATEGY UPDATE

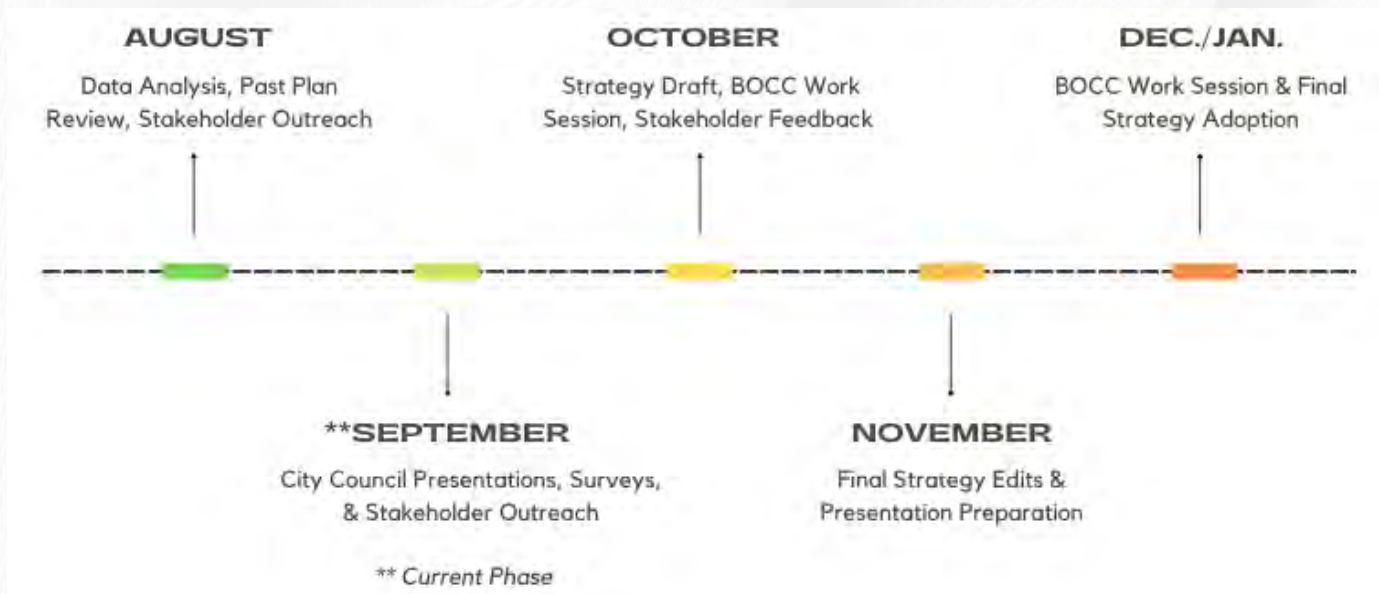
Marion County – Economic Development Program

Kelli Weese, Economic Development Program Manager, AIC

ABOUT THE ECONOMIC DEVELOPMENT PROGRAM

- Promotes Efforts to:
 - Grow the economy
 - Increase employment, and
 - Improve standard of living
- Implement strategic objectives based on goals in the Marion County Economic Development Strategy
- Funded by the Oregon Lottery Fund

ECONOMIC DEVELOPMENT STRATEGY UPDATE



GET INVOLVED

WE NEED YOUR INPUT - TAKE THE SURVEY BELOW!

PUBLIC SURVEY



<https://bettercity.mysocialpinpoint.com/marion-county/7xst>

LOCAL GOVERNMENT SURVEY



<https://bettercity.mysocialpinpoint.com/marion-county/5aoy>

RESPONSES DUE NOVEMBER 17th



Agenda Item 3



595 Main St. Aumsville, Oregon 97325
(503) 749-2030 • TTY 711 • Fax (503) 749-1852
www.aumsville.us

AUMSVILLE CITY COUNCIL

September 25th, 2023 Meeting Minutes

Mayor Angelica Ceja called the meeting to order at 7:00 PM. Present in-person were Mayor Angelica Ceja, Councilors Nico Casarez, Scott Lee, Della Seney, Katie Wallace, and Walter Wick. Council absent: None. Staff present: City Administrator (CA) Ron Harding and Executive Assistant Kirsti Pizzuto. The meeting was video recorded to be released later.

AGENDA APPROVAL: Councilor Seney moved to approve the agenda as presented. Councilor Casarez seconded. Council present voted unanimously to approve the agenda. Agenda approved.

PRESENTATIONS: None.

VISITORS: None.

PUBLIC COMMENT: Gerritt Law, an Aumsville resident stated he had a few things to speak to council about. Law said he supported domestic partnership staff members receiving the same health benefits as married couples, which the council spoke about at the previous meeting. Law stated he believed the current water issues in our area are attributed to the homes that have been built in the city and that there may not have been studies done prior to show how that would impact the city wastewater. Law also wanted to hear from council about the most recent officer hired that has been under investigation with DPSST, and why he was hired.

Mayor Ceja said that council agreed with the staff members in domestic partnerships receiving the same health benefits as married staff members. Mayor Ceja explained to Law that the wastewater issues the city currently has, do not reflect on anything the city has done, but rather federal changes that happened with ammonia limits since the city discharges into a creek. To meet the current federal standards the city is required to build a mechanical facility. Councilor Seney stated the city was notified of the changes in 2017.

Law asked council why the city allowed homes to be built when the city didn't have a way to manage the regulations made on the federal level. Councilor Seney responded that the development and discharge facility had no correlation.

Mayor Ceja moved to the final question Law asked, stating the council does not contribute to the hiring process of city staff. Mayor then explained that council implements codes to help sustain the city, and they wouldn't be able to comment on it regardless due to labor protection laws.

Law stated he also wanted to ask council about how to talk about the building standards within the city. Law explained his experience with getting a permit to build a fence taller than 6-feet. Law stated he had a right to build an 8-foot fence in Oregon. CA Harding gave background on the permit that Law was speaking about to council. CA Harding explained that the first permit Law spoke on was from 2019. CA Harding stated that Law had recently come in again, and the city was trying to find a way to make Law's fence and landscaping plans fit within the Design Standards.

CA Harding stated in 2017 the city went into the Vision process which consisted of community meetings, a committee that was made up of businesses and residents and elected officials. This was to adopt the Vision plan as well as code updates to resolve any conflicts within the code.

Law stated that while removing his front yard and shrubbery to put gravel down, he has found a utility line that was not noted on the deed of the property. Councilor Seney explained that since the 1960s the state has required it to be on the property plat when it's recorded.

Law requested the council to review who does the planning for the city. Councilor Seney was able to explain the process of what Marion County services does versus what the contracted planners do for the city.

Councilor Casarez explained that the city makes upcoming meetings publicly known and encouraged Law to continue to attend and reach out to council.

Mayor Ceja encouraged Law to reach out to the council, should he want to ask about changes to the code, or give feedback on what the code should be. Mayor stated that in 2020 when the city had the meetings about the vision plan, that the community center was full of residents from the community who gave their opinion on 5- and 10-year goals and plans for the city. Mayor explained that the Vision plan is what the council uses to create and update code.

Law stated he had an additional question for council, asking why the city covers 100% medical benefits for the city staff. Councilor Seney explained that the benefits package is included with their salary. Councilor Seney stated that the city staff salary may be lower to accommodate the health insurance benefits. Councilor Casarez stated that having the covered health benefits is helpful with retaining staff.

Mayor Ceja encouraged Law to come back for budget meetings this coming year. Mayor said that she is proud of the city staff and thankful that the benefits package is able to keep retention up, as well as support the staff members.

CONSENT AGENDA: Councilor Wick asked to clarify a statement he made at the September 11th Council meeting. Councilor Seney moved to approve the Consent Agenda with the correction that it be the fleet manager of Marion County Public Works that councilor Wick spoke to in regard to the Sheriff vehicles. In favor was Mayor Ceja, Councilors Lee, Seney, Wallace, and Wick. Councilor Casarez abstained due to being absent from the September 11 meeting. Motion passed.

PUBLIC HEARING: Open SCS Communications Franchise Renewal

Mayor Ceja opened the Public Hearing at 7:43 PM

CA Harding presented his staff report to council. CA Harding reminded council that the city updated the Master Communications ordinance in anticipation of upcoming franchise renewals and a new franchise application. CA Harding stated that the FCC changed some guidelines related to communications during Covid, and the city wanted to memorialize those within the Master Communications ordinance. SCS had a 10-year franchise agreement that has expired, and CA Harding said that the city's franchise attorney and SCS's attorney developed those changes and made minor edits to the agreement.

Mayor Ceja closed the Public Hearing at 7:48 PM.

Mayor Ceja asked if there was a motion. Councilor Casarez moved to approve the First Reading of Ordinance 720 an Ordinance Granting a Franchise for Communications Purposes to SCS Communications and Security, Inc. as presented. Councilor Seney seconded the motion. Council present voted unanimously. Motion passed.

Mayor Ceja asked if there was a motion for the second reading and adoption. Councilor Seney moved to approve the Second Reading and Adoption of Ordinance 720 an Ordinance granting a Franchise for Communications Purposes to SCS Communications and Security, Inc. as presented. Councilor Casarez seconded the motion. Council present voted unanimously. Motion passed.

OLD BUSINESS: None.

NEW BUSINESS:

a) Contract with Brick & Mortar Realty, LLC

CA Harding informed council that the Brick & Mortar Realty, LLC service contract is for a property management company for the home that the city owns and rents out. The owner of the previous management company retired, and now the previous owner's staff is starting a new company. CA Harding stated he memorialized in the contract that they would come to the city for maintenance issues so that Public Works could help, as well as contacting the City Administrator for annual rate increases.

Councilor Casarez motioned to approve the City Administrator to enter into a contract with Brick and Mortar Realty, LLC to serve as the city property manager as presented by staff. Councilor Cox seconded the motion. Council present voted unanimously. Motion passed.

b) Contract with Sightline for Tower Lease

CA Harding explained that Sightline, now known as Viser, had an expired contract with the city. There were changes made to the contract that was presented to council to aid in legal language. CA Harding stated he was available for any questions council had.

Councilor Casarez motioned to authorize CA Harding to enter into a new agreement between City of Aumsville and Viser for purposes of the tower park site lease as presented by staff

effected September 25, 2023. Councilor Seney seconded the motion. Council present voted unanimously. Motion passed.

CITY ADMINISTRATOR REPORT:

CA Harding informed council that the city received the award letter from USDA for a 6-million-dollar loan forgiveness grant on a 15-million-dollar loan for the wastewater project. Mayor Ceja stated she wanted to clarify that this 6-million-dollar grant is contingent on the city taking the 15-million-dollar loan.

CA Harding and Executive Assistant Pizzuto prepared a presentation for the Oregon Infrastructure Summit that Aumsville was asked to present at. CA Harding and Executive Assistant Pizzuto showed the presentation to council.

(Inaudible comments from the meeting attendees)

Mayor Ceja spoke to the attendees and stated that the city is in the planning stages of the wastewater project to get it shovel ready. Mayor Ceja stated that the council has been lobbying, and city hall staff has worked very hard to gain the current grants Aumsville has received and will continue to work on getting more.

CA Harding recommended the attendees to look at the Capital Facilities Plan to get further details as it's been prepared by the city engineer.

MAYOR/COUNCIL REPORTS AND INITIATIVES: Councilor Seney stated she is attending the SKATS (Salem Keizer Area Transportation Study) meeting. Mayor Ceja stated she may not be able to make the next meeting.

GOOD OF THE ORDER: None.

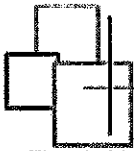
CORRESPONDENCE: No comment on provided correspondence.

Mayor Ceja adjourned the meeting without prejudice at 8:57PM

Angelica Ceja, Mayor

Ron Harding, City Administrator

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Accounts Payable Register

City of Aumsville

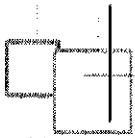
Fiscal: 2023-24

Deposit Period: 2023-24 - October

Check Period: 2023-24 - October - First Council

Number	Name	Print Date	Amount
Riverview Community Bank	9001000967		
Check			
<u>56401</u>	AIRGAS USA, LLC	10/9/2023	\$1,089.72
<u>56402</u>	AUMSVILLE ACE HARDWARE	10/9/2023	\$171.88
<u>56403</u>	BARK BOYS, INC.	10/9/2023	\$3,150.00
<u>56404</u>	BIOLYNCEUS BIOLOGICAL SOLUTIONS, LLC	10/9/2023	\$2,253.00
<u>56405</u>	BMS TECHNOLOGIES	10/9/2023	\$2,884.04
<u>56406</u>	BRIDGETOWER OPCO, LLC	10/9/2023	\$463.30
<u>56407</u>	CANYON ROCK PRODUCTS LLC	10/9/2023	\$696.00
<u>56408</u>	CDW GOVERNMENT	10/9/2023	\$1,649.44
<u>56409</u>	CODY TEAL	10/9/2023	\$66.00
<u>56410</u>	CREATIVE PRODUCT SOURCE, INC.	10/9/2023	\$317.00
<u>56411</u>	FERGUSON WATERWORKS #3011	10/9/2023	\$1,433.42
<u>56412</u>	FREEDOM HUT, LLC C/O MATHIAS CONTOIS	10/9/2023	\$117.64
<u>56413</u>	LA BIANCA GARRETT	10/9/2023	\$125.00
<u>56414</u>	OFFICE DEPOT, INC	10/9/2023	\$190.17
<u>56415</u>	O'REILLY AUTO PARTS	10/9/2023	\$68.47
<u>56416</u>	PETTY CASH - JOSHUA D HOYER	10/9/2023	\$479.65
<u>56417</u>	R. A. GRAY CONSTRUCTION, LLC	10/9/2023	\$106,153.00
<u>56418</u>	TMG SERVICES INC	10/9/2023	\$1,480.14
<u>56419</u>	WINTERBROOK PLANNING	10/9/2023	\$17,012.50
<u>EFT Payment 10/9/2023 3:33:20 PM - 1</u>	INVOICE CLOUD	10/9/2023	\$217.80
<u>EFT Payment 10/9/2023 3:33:20 PM - 2</u>	PACIFIC POWER	10/9/2023	\$11,530.12
<u>EFT Payment 10/9/2023 3:33:20 PM - 3</u>	VERIZON WIRELESS	10/9/2023	\$38.56
	Total Check		\$151,586.85
	Total 9001000967		\$151,586.85
	Grand Total		\$151,586.85

Accounts Payable Register



City of Aumsville

Fiscal: 2023-24

Deposit Period: 2023-24 - September

Check Period: 2023-24 - September - Second Council

Riverview Community Bank

9001000967

Check

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OREGON DEPARTMENT OF REVENUE

9/25/2023

\$60.40

Total Check

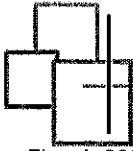
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Total 9001000967

\$60.40

Grand Total

\$60.40



Accounts Payable Register

City of Aumsville

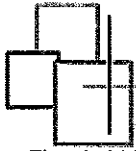
Fiscal: 2023-24

Deposit Period: 2023-24 - September

Check Period: 2023-24 - September - Second Council

Number	Name	Print Date	Amount
Riverview Community Bank	9001000967		
Check			
<u>56386</u>	911 SUPPLY	9/26/2023	\$2,342.73
<u>56387</u>	ABC PRINTERS INC	9/26/2023	\$50.00
<u>56388</u>	AKAR, LLC	9/26/2023	\$3,325.00
<u>56389</u>	ARETE ADVISORS LLC	9/26/2023	\$319.00
<u>56390</u>	AUMSVILLE ACE HARDWARE	9/26/2023	\$118.49
<u>56391</u>	CANYON CONTRACTING LLC	9/26/2023	\$3,438.00
<u>56392</u>	CASCADE COLUMBIA DISTRIBUTION COMPANY	9/26/2023	\$637.00
<u>56393</u>	FERGUSON WATERWORKS #3011	9/26/2023	\$281.88
<u>56394</u>	GREYSTONE TACTICAL	9/26/2023	\$83.34
<u>56395</u>	MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS	9/26/2023	\$1,113.75
<u>56396</u>	OFFICE DEPOT, INC	9/26/2023	\$56.11
<u>56397</u>	PETROCARD, INC.	9/26/2023	\$499.03
<u>56398</u>	SALEM OCCUPATIONAL HEALTH CLINIC	9/26/2023	\$210.00
<u>56399</u>	STAN BUTTERFIELD P.C.	9/26/2023	\$750.00
EFT Payment 9/26/2023 4:19:05 PM - 1	WAVE	9/26/2023	\$9.95
EFT Payment 9/26/2023 4:19:05 PM - 2	ZIPLY FIBER	9/26/2023	\$644.23
	Total Check		\$13,878.51
	Total 9001000967		\$13,878.51
	Grand Total		\$13,878.51

Angie G...
Don...



Accounts Payable Register

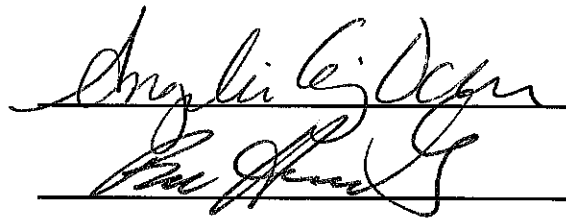
City of Aumsville

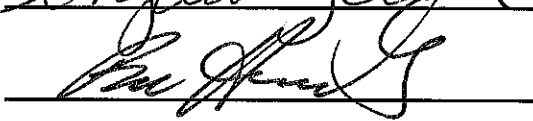
Fiscal: 2023-24

Deposit Period: 2023-24 - September

Check Period: 2023-24 - September - Second Council

Number	Name	Print Date	Amount
Riverview Community Bank	9001000967		
Check			
<u>56367</u>	911 SUPPLY	9/21/2023	\$910.05
<u>56368</u>	AIRGAS USA, LLC	9/21/2023	\$63.96
<u>56369</u>	AUMSVILLE ACE HARDWARE	9/21/2023	\$125.19
<u>56370</u>	BEAVER BARK	9/21/2023	\$3,412.50
<u>56371</u>	BIO-MED TESTING SERVICE INC	9/21/2023	\$40.00
<u>56372</u>	BRENDA CAMPBELL	9/21/2023	\$171.61
<u>56373</u>	CASCADE COLUMBIA DISTRIBUTION COMPANY	9/21/2023	\$568.00
<u>56374</u>	CITY OF SALEM	9/21/2023	\$1,084.08
<u>56375</u>	LANGUAGE LINE SERVICES, INC	9/21/2023	\$28.30
<u>56376</u>	LEXIPOL LLC	9/21/2023	\$2,998.47
<u>56377</u>	MARION COUNTY TREASURY DEPARTMENT	9/21/2023	\$227.00
<u>56378</u>	METCOM 9-1-1	9/21/2023	\$8,467.48
<u>56379</u>	ONE CALL CONCEPTS INC	9/21/2023	\$18.20
<u>56380</u>	PETROCARD, INC.	9/21/2023	\$1,563.10
<u>56381</u>	SECRETARY OF STATE	9/21/2023	\$40.00
<u>56382</u>	TMG SERVICES INC	9/21/2023	\$3,686.83
<u>56383</u>	WATERLAB CORP	9/21/2023	\$242.00
<u>56384</u>	WILLAMET AUTO DETAIL, INC	9/21/2023	\$1,870.00
<u>56385</u>	ZUMAR INDUSTRIES, INC.	9/21/2023	\$250.00
<u>EFT Payment 9/21/2023 10:34:59 AM - 1</u>	HOME DEPOT CREDIT SERVICES	9/21/2023	\$87.81
<u>EFT Payment 9/21/2023 10:34:59 AM - 2</u>	NW NATURAL	9/21/2023	\$51.91
<u>EFT Payment 9/21/2023 10:34:59 AM - 3</u>	PACIFIC OFFICE AUTOMATION	9/21/2023	\$86.70
<u>EFT Payment 9/21/2023 10:34:59 AM - 4</u>	RIVERVIEW COMMUNITY BANK	9/21/2023	\$11,494.22
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Accounts Payable Register

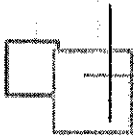


City of Aumsville

Fiscal: 2023-24
Deposit Period: 2023-24 - August
Check Period: 2023-24 - August - Second Council

Riverview Community Bank 9001000967
Check
56314 JASON CROSS

	8/19/2023	Void
Total	Check	\$0.00
Total	9001000967	\$0.00
Grand Total		\$0.00



Payroll Register

City of Aumsville

Fiscal: 2023-24
Deposit Period: 2023-24 - July
Check Period: 2023-24 - July - Second Council

Riverview Community Bank 9001000967
Check
EFT 8112023-C PERS

	7/31/2023	\$9.98
Total	Check	\$9.98
Total	9001000967	\$9.98
Grand Total		\$9.98

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Payroll Register

City of Aumsville

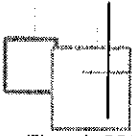
Fiscal: 2023-24

Deposit Period: 2023-24 - September

Check Period: 2023-24 - September - Second Council

Riverview Community Bank		9001000967	
Check			
<u>Direct Deposit Run - 9/27/2023</u>	Payroll Vendor	9/29/2023	\$42,643.02
<u>Direct Deposit Run - 9/28/2023</u>	Robinson, Angela M	9/29/2023	\$207.94
<u>EFT 10052023</u>	CIS TRUST	9/29/2023	\$23,384.53
<u>EFT 10122023</u>	PERS	9/29/2023	\$16,167.84
<u>EFT 10152023</u>	AFLAC	9/29/2023	\$188.58
<u>EFT 40370928</u>	Oregon Department of Revenue	9/29/2023	\$4,293.20
<u>EFT 74589537</u>	EFTPS	9/29/2023	\$15,799.21
<u>EFT HSA9292023</u>	HSA Bank	9/29/2023	\$1,415.75
<u>EFT OPL10312023</u>	OREGON DEPARTMENT OF REVENUE - OPL	9/29/2023	\$3,509.55
<u>EFT OSGP9292023</u>	VOYA - STATE OF OREGON - LG#:2234	9/29/2023	\$585.00
<u>EFT STT10312023</u>	OREGON DEPARTMENT OF REVENUE	9/29/2023	\$347.26
<u>EFT V9292023</u>	Valic	9/29/2023	\$25.00
	Total	Check	\$108,566.88
	Total	9001000967	\$108,566.88
	Grand Total		\$108,566.88

Angela M Robinson
Angela M Robinson



Payroll Register

City of Aumsville

Fiscal: 2023-24
Deposit Period: 2023-24 - October
Check Period: 2023-24 - October - First Council

Riverview Community Bank

9001000967

Check

56400

EFT 72626724

EFT 82371005

Keniston, Jeffrey R

EFTPS

Oregon Department of Revenue

10/5/2023

10/5/2023

10/5/2023

\$876.35

\$223.06

\$81.67

Total

Check

\$1,181.08

Total

9001000967

\$1,181.08

Grand Total

\$1,181.08

Agenda Item 4

AUMSVILLE CITY COUNCIL

AUMSVILLE URBAN GROWTH BOUNDARY AND AUMSVILLE COMPREHENSIVE PLAN MAP AMENDMENT STAFF REPORT

STAFF REPORT DATE: October 16, 2023

HEARING DATE: October 23, 2023

FILE: Aumsville Comprehensive Plan (ACP) map amendments to:

1. Expand the Aumsville Urban Growth Boundary (UGB) to facilitate development of the planned Eastside Community Park; and
2. Change the plan designation for the UGB expansion area from Marion County Special Agriculture (SA) to City Public (P).

APPLICANT: City of Aumsville

CONSULTANT: Jesse Winterowd, Winterbrook Planning
Community Development Consultant for the City of Aumsville
610 SW Alder St. Suite 810
Portland, Oregon 97205
Email: jesse@winterbrookplanning.com

SITE: The 22.57-acre Eastside Community Park site (Tax Lot 081W30D000600) is currently designated for Special Agricultural use in Marion County. The site is served by Bishop Road and is located east of and adjacent to the City Limits and UGB. The site is bordered by Highway 22 to the north; however, park access is not permitted from this limited access highway.

EXHIBITS:

- A. Adopted Aumsville Parks Master Plan (June 2023 Update)
- B. Aumsville Park Master Plan: Appendix A (June 2023 Update)
- C. Adopted ACP Chapter VI: Parks and Recreation Element (2023)
- D. Aumsville UGB Expansion- Public Facilities Analysis

- E. Aumsville-Marion County Urban Growth Management Agreement
- F. Public Hearing Notice- September 15, 2023 [on file at City Hall]
- G. Ordinance 721

REQUEST: Adoption of ORDINANCE 721 – AN ORDINANCE AMENDING THE CITY OF AUMSVILLE URBAN GROWTH BOUNDARY TO INCLUDE LAND NEEDED TO ACCOMMODATE THE EASTSIDE COMMUNITY PARK; AND AMENDING THE CITY OF AUMSVILLE COMPREHENSIVE PLAN MAP

CRITERIA: **Statewide Planning Goals and Rules:** Applicable Statewide Planning Goals including Goal 1 Citizen Involvement, Goal 2 Land Use Planning, Goal 8 Parks and Recreation, Goal 9 Economic Development, Goal 10 Housing, Goal 11 Public Facilities and Services, Goal 12 Transportation, Goal 13 Energy Conservation, and Goal 14 Urban Growth Boundaries.¹

- **Aumsville Development Ordinance (ADO) Section 15.05 Amendment Criteria** *REVIEW PROCEDURE: As required by ADO Section 12 Administrative Procedures, ACP map amendments are reviewed through a Type III quasi-judicial review procedure and may be initiated by city staff, the Planning Commission, or the City Council. Public notices and public hearings are required before the City Council can adopt ordinances authorizing ACP map amendments. Coordination with Marion County is required per the Urban Growth Boundary and Management Agreement (UGMA). Per the UGMA, Marion County must review and co-adopt the UGB and ACP map amendment.*
- The proposed ACP plan map amendment package was initiated by the City Council.
- Notice of the proposed ACP amendment package was filed with the Department of Land Conservation and Development (DLCD) on August 31, 2023 – 35 days before the initial evidentiary hearing.

¹ Statewide Planning Goals 3 (Agricultural Lands) and 4 (Forest Lands) are not applicable because potential conflicts with these goals are resolved through the UGB amendment process. Goals 5 (Natural Resources), 6 (Air, Land, and Water Resources Quality), and 7 (Natural Hazards) are not applicable because there are no significant Goal 5 resources or inventoried natural hazards on the site proposed for annexation, and development of the Eastside Community Park site will be subject to all applicable Department of Environmental Quality (DEQ) rules and regulations. Goals 9 (Economic Development) and 10 (Housing) are not applicable because park development on the 22.57-acre area proposed for inclusion within the UGB will not adversely impact the supply of land needed for employment or housing within the Aumsville UGB.

- Notice of Planning Commission and City Council hearings on the proposed amendment package were published in the October Aumsville Newsletter.



Figure 1 Eastside Community Park Master Plan (Appendix A of the adopted 2023 Aumsville Parks Master Plan)

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Abbreviations

ACP Aumsville Comprehensive Plan

ADC Aumsville Development Code

MCCP Marion County Comprehensive Plan

PMP Aumsville Parks Master Plan (Adopted June 2023)

TSP Aumsville Transportation System Plan

UGB Aumsville Urban Growth Boundary

UGB Policy Agreement

Urban growth management agreement between the City of Aumsville and Marion County

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I. STAFF REPORT AND FINDINGS

Proposed Comprehensive Plan Amendment Package

The adopted Aumsville Park Master Plan (June 2023 Update, Appendix A) (PMP) describes the purpose, design, and location of the planned Eastside Community Park. The PMP provides context and guidance regarding the location, size, and design of the planned Eastside Community Park and recommends that:

1. Aumsville expand its UGB to accommodate the park; and
2. Aumsville initiate a Comprehensive Plan map amendment, zone change, and annexation.

The Eastside Community Park is Aumsville’s newest park. The 22.57-acre site was acquired by the City in August 2019. The park is located between Bishop Rd. SE and Albus Rd. SE. The North Santiam Highway (Oregon Highway 22) abuts the north edge of the site. Urban Growth Boundary (UGB) Expansion and Annexation of the Eastside Community Park site: This plan recommends the city initiate a UGB amendment and annexation procedure in 2023. The inclusion of the park in the city limits will give the City authority over the full development of the park site and will enable the City to extend public facilities (water, sewer, and other city-owned utilities) into the park. The Aumsville Planning Commission and City Council will have authority to approve development plans for the property under the Aumsville Development Code.

Figure 2 is copied from Appendix A of the PMP and shows the precise location of the proposed Eastside Community Park and proposed UGB amendment.



Figure 2: Aumsville Parks Master Plan Appendix A- Eastside Community Park Location

Following adoption of this ACP map amendment package, the city intends to annex the Eastside Community Park site and rezone the park site from County SA (Special Agriculture) to City P (Public).

Background

The City of Aumsville seeks to meet the recreational needs of existing and future residents of the community by providing a quality park system. The City has approximately 17.05 acres of community, neighborhood, and pocket parks on the west side of the city. The east side has only one park, a 3.02-acre linear park. The 1996 Aumsville Parks Master Plan (and subsequent versions) identified a need for a 20-acre community park on the east side of the city, referred to as the Eastside Community Park. The 2010 Aumsville Transportation System Plan (TSP) addressed transportation impacts that would result from the development of the Eastside Community Park if the UGB were amended in the future.

2023 Aumsville Parks Master Plan Update

With the completion of the draft Eastside Community Park design plan and other PMP revisions in 2023, the Aumsville Planning Commission held a public hearing on June 15, 2023 to consider adoption of the 2023 Aumsville Parks Master Plan (PMP). The revised ACP Chapter VI-Recreation replaces the existing Chapter VI and is based on the updated Aumsville PMP.

The Planning Commission recommended the City Council adopt the updated ACP Chapter VI and PMP. The Commission's recommendation included the initiation of a UGB amendment, zone change, and annexation for the Eastside Community Park property as soon as possible. On July 26, 2023, the City Council adopted the two ACP amendments identified above. These adopted and acknowledged amendments provide the factual and policy basis for the proposed UGB and ACP map amendments.

The updated ACP Chapter VI – Recreation Element includes a policy that recognizes the PMP as a technical appendix to the ACP.

Policy P-1: Parks Master Plan. The Aumsville Parks Master Plan is adopted as a technical amendment to the Aumsville Comprehensive Plan. The Aumsville Parks Master Plan will serve as a guide for parks and open space land acquisition, the development of new parks, trails and recreation facilities and for the improvement of existing parks within the City of Aumsville.

Public Hearings and Notices of Public Hearing

The Aumsville Planning Commission held a public hearing on October 5, 2023. The Planning Commission hearing provided citizens with an opportunity to comment on the inclusion of the proposed Eastside Community Park in the amended UGB amendment and ACP plan map. During the hearing the consultant presented the final Staff Report: 2023-09 CPMA-Eastside, proposed UGB map, and proposed ACP map. At the conclusion of the Planning Commission hearing, the Commission deliberated on the proposal and unanimously recommended the City Council adopt the proposed UGB and ACP map amendment. Notice of any public hearings must be provided to DLCDC and community members.

The required public hearing notice was published prior to the Planning Commission and City Council public hearings, as shown in Exhibit F.

City Council Public Hearing and Review

On October 23, 2023, the City Council will hold a public hearing to consider this proposal and adopt the UGB and ACP map amendment. The public hearing provides the Aumsville City Council with an opportunity to review the proposal and ask for modifications prior to adoption. The consultant encourages the elected officials to review and ask questions about the UGB and ACP map amendment as seen in Figures 3 and 4.

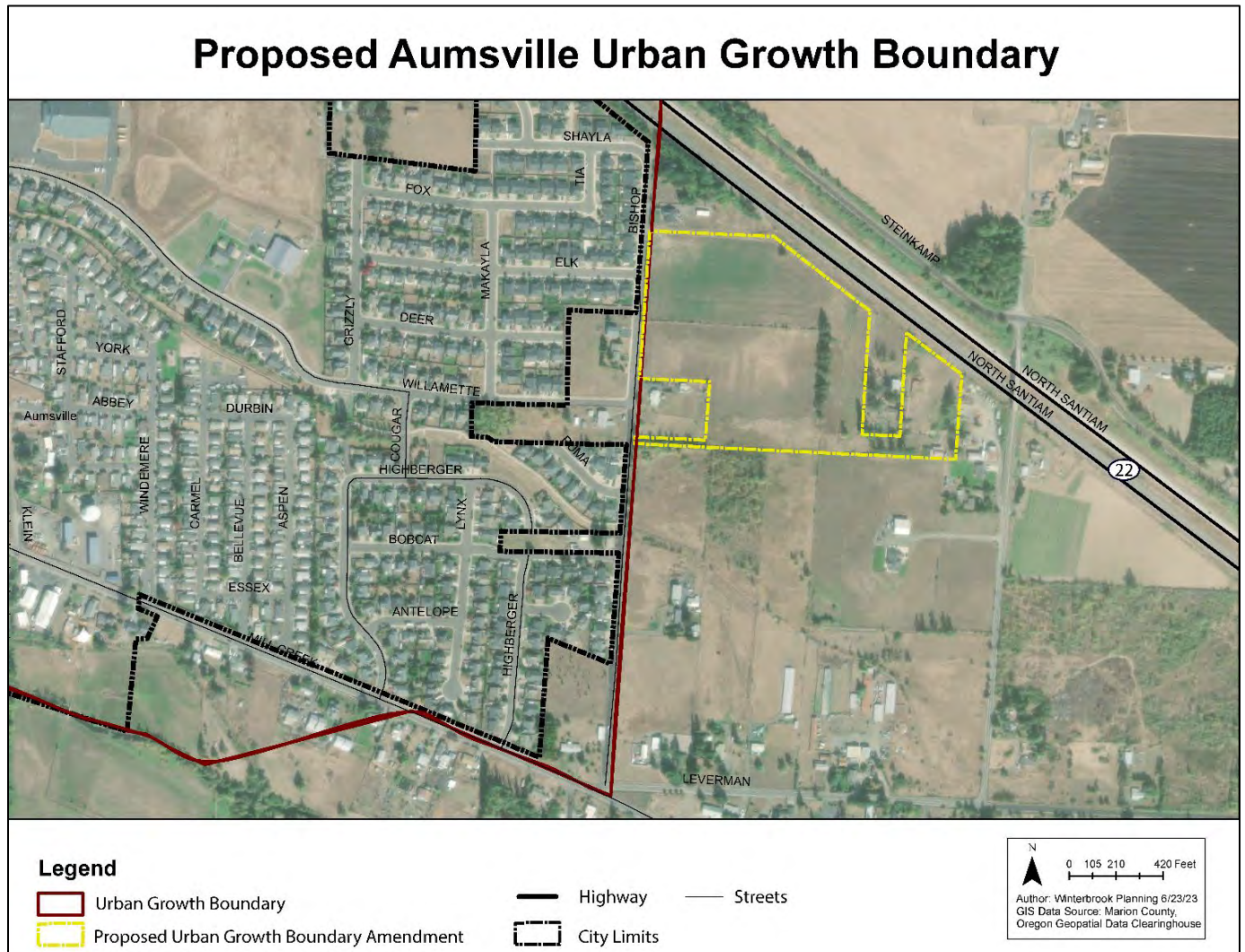


Figure 3: Proposed Aumsville Urban Growth Boundary Amendment

Proposed Aumsville Comprehensive Plan Amendment

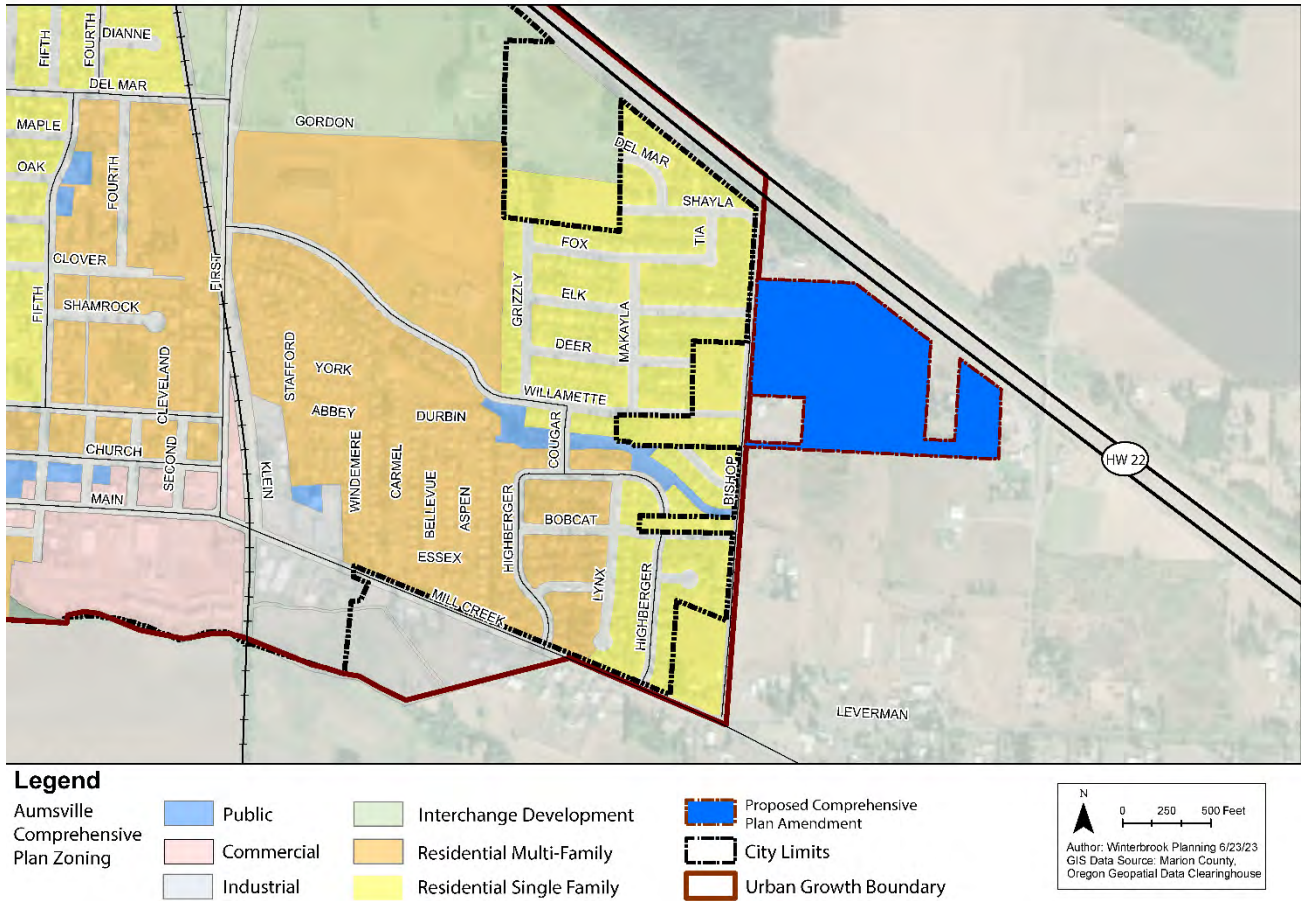


Figure 4: Proposed Aumsville Comprehensive Plan Amendment from County Special Agriculture (SA) to City Public (P)

Staff Report Organization

Staff findings are organized as follows:

- Section II** addresses applicable Statewide Planning Goals and related ACP policies. Section II findings first address Goal 14 as implemented by the OAR Chapter 16, Division 024 Urban Growth Boundaries, followed by findings addressing compliance with Statewide Planning Goals 1 (Citizen Involvement), 2 (Land Use Planning), 8 (Parks and Recreation), 11 (Public Facilities and Services), 12 (Transportation), and 13 (Energy Conservation).²

² Statewide Planning Goals 3 (Agricultural Lands) and 4 (Forest Lands) are not applicable because conflicts UGB expansion and resource lands are resolved through the Goal 14 UGB amendment process. Goals 5 (Natural Resources) and 7 (Natural Hazards) are not applicable because there are no inventoried natural resource sites or natural hazards within the proposed UGB expansion area. Goal 6 (Air, Land, and Water Resources Quality) is not applicable because the ACP includes policies to meet Department of Environmental Quality (DEQ) regulations regardless of location. Goals 9 (Economic Development) and Goal 10 (Housing) are not applicable because the UGB amendment does not involve buildable land that is needed for employment or housing purposes.

- **Section III** addresses Aumsville Development Ordinance (ADO) review criteria for comprehensive plan map amendments.

II. STATEWIDE PLANNING GOAL COMPLIANCE

This section begins with detailed findings demonstrating compliance with Statewide Planning Goal 14 (Urbanization) as implemented by the OAR Chapter 660, Division 024 Urban Growth Boundaries (the UGB Rule). Goals 1 (Citizen Involvement), 2 (Land Use Planning), 8 (Parks and Recreation), 11 (Public Facilities and Services), 12 (Transportation), and 13 (Energy Conservation) are also addressed in these findings. In each goal finding, acknowledged comprehensive plan policies applicable related to the goal are also addressed.

Statewide Planning Goal 14

Urbanization Goal 14 requires cities to establish and maintain urban growth boundaries (UGB) to separate urban from rural land. UGBs must have a 20-year land supply to meet identified employment, housing, and public facility needs. The UGB Rule includes detailed requirements for UGB amendments and allows cities to expand UGBs where necessary to accommodate public facilities – such as parks – that require specific site characteristics. In this case, the Eastside Community Park requires a site with at least 20 acres located on the east side of Aumsville.

Goal 14 UGB Rule

The Goal 14 UGB Rule (as applied to UGB expansions for parks with specific site requirements) sets forth the following step-by-step process:

- **First**, establish a preliminary study area extending up to a mile from the existing UGB to evaluate UGB amendment alternatives.
- **Second**, determine the site characteristics required for the park (in this case, the Eastside Community Park).
- **Third**, determine if a site with the required characteristics is available within the UGB without compromising compliance with other statewide planning goals (i.e., Goals 9 Economic Development and 10 Housing).
- **Fourth**, determine whether the Eastside Community Park site requirements can be met within rural exception areas within the study area (i.e., land not zoned for exclusive farm or commercial forest use in Marion County)
- **And finally**, determine whether a site that has the required site characteristics must be on farmland, with lower quality farmland given priority over higher quality farmland.

1. The Preliminary Study Area

OAR 660-024-0065 requires that cities establish a preliminary study area depending on the city's population. In Aumsville's case (see bold text), the preliminary study area includes:

OAR 660-024-0065

Establishment of Study Area to Evaluate Land for Inclusion in the UGB

(1) When considering a UGB amendment to accommodate a need deficit identified in OAR 660-024-0050(4), a city outside of Metro must determine which land to add to the UGB by evaluating

alternative locations within a “study area” established pursuant to this rule. To establish the study area, the city must first identify a “preliminary study area” which shall not include land within a different UGB or the corporate limits of a city within a different UGB. The preliminary study area shall include: (a) All lands in the city’s acknowledged urban reserve, if any;

(b) All lands that are within the following distance from the acknowledged UGB: (A) For cities with a UGB population less than 10,000: one-half mile; (B) For cities with a UGB population equal to or greater than 10,000: one mile;

(c) All exception areas contiguous to an exception area that includes land within the distance specified in subsection (b) and that are within the following distance from the acknowledged UGB: (A) For cities with a UGB population less than 10,000: one mile; (B) For cities with a UGB population equal to or greater than 10,000: one and one-half miles;

Findings: Aumsville’s population is less than 10,000. Thus, the preliminary study area includes (1) all tax lots within a half mile buffer from the existing Aumsville UGB; and (2) all exception areas³ within a mile buffer from the existing Aumsville UGB. Figure 5 shows the preliminary study area. Winterbrook used Marion County GIS data⁴ to identify zoning and tax lots that meet these criteria.

³ To determine the preliminary study area, Winterbrook used May 2023 Marion County GIS data to identify zoning and tax lots to meet these criteria., lands with the following plan designations were used to determine status as exception area: Rural Residential, Commercial, Industrial, and Public and Semi-Public.

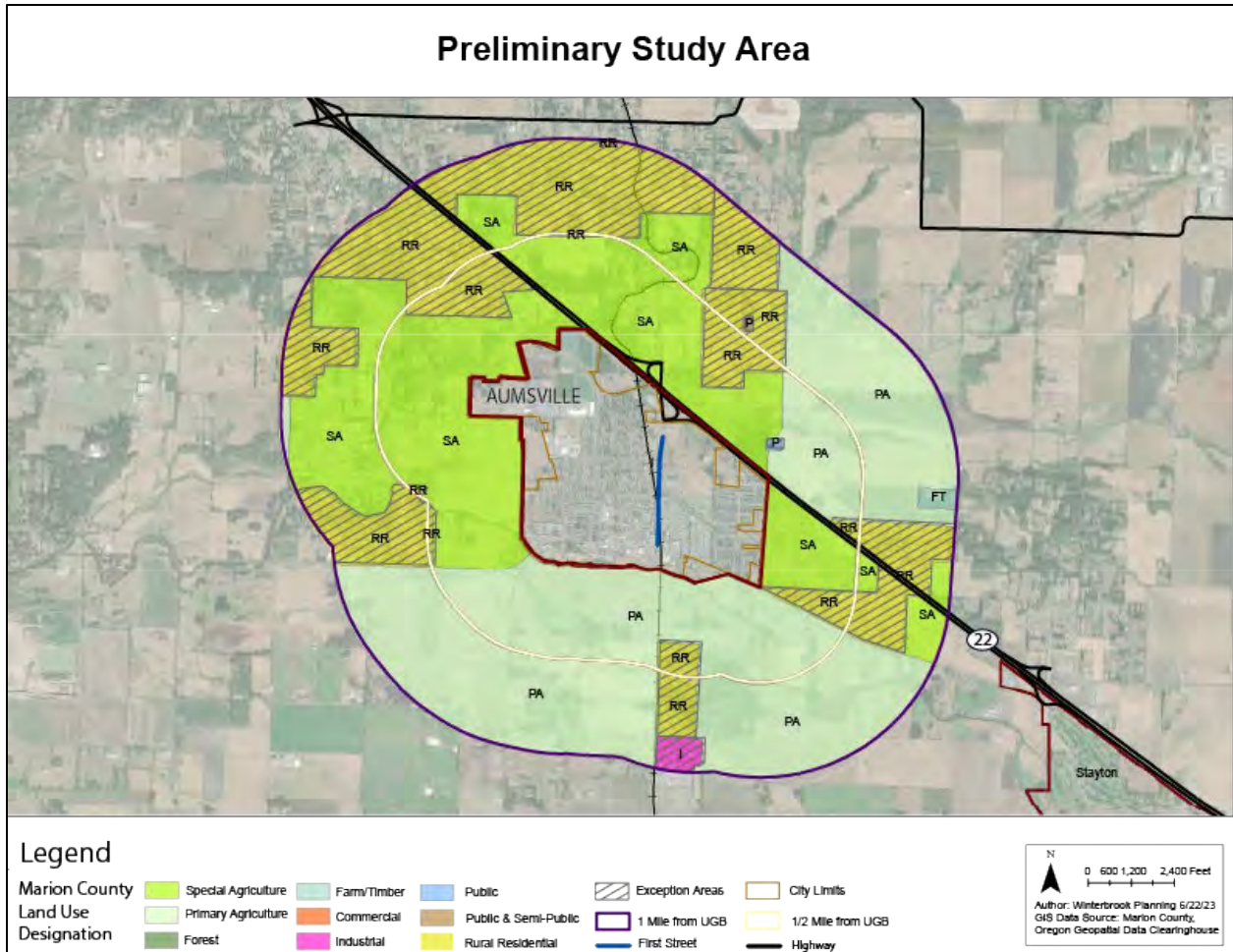


Figure 5: Aumsville UGB Expansion Preliminary Study Area

As shown on Figure 5, the UGB is surrounded by high value agricultural land zoned Primary Agriculture (PA) and Special Agriculture (SA). Exception (cross-hatched) areas generally are separated from the UGB by high-value agricultural land.

2. Required Eastside Community Park Site Characteristics

ORS 197A.320(6) allows cities to determine site requirements necessary to accommodate a particular public facility, such as the Eastside Community Park.

(6) When the primary purpose for expansion of the urban growth boundary is to accommodate a particular industry use that requires specific site characteristics, or to accommodate a public facility that requires specific site characteristics and the site characteristics may be found in only a small number of locations, the city may limit the study area to land that has, or could be improved to provide, the required site characteristics. Lands included within an urban growth boundary for a particular industrial use, or a particular public facility, must remain planned and zoned for the intended use [...]

Findings: The 2017 Aumsville Park Master Plan identified a need for a 20+ acre Eastside Community Park to complement the existing Porter-Boone Park located at the west end of the city.

East-side Community Park. A 20+/- acre community park is recommended on the east/southeast edge of the City. A new park should have easy access to Bishop Road or Mill Creek Road and be of sufficient size and shape to accommodate sports fields, courts, playgrounds, restrooms and pathway systems to connect to nearby neighborhoods. Depending on the location group picnic areas and tent/camping sites could also be developed. If located adjacent to either Highberger Ditch or the Aumsville Ponds, the park design should provide storm water detention to help minimize flooding in adjacent residential areas.

The parks master plan included a specific recommendation to acquire a 20-acre community park at the east edge of the city within 5-years of the plan's adoption in 2018. Users may reach the park on foot, bicycle or by motor vehicle. The park location east of Bishop Rd., SE was selected because it is easily accessible from residential neighborhoods that were developed from 1990 to 2020 east of 1st Street and west of SE Bishop Rd. and a quick drive from all other locations inside the city.

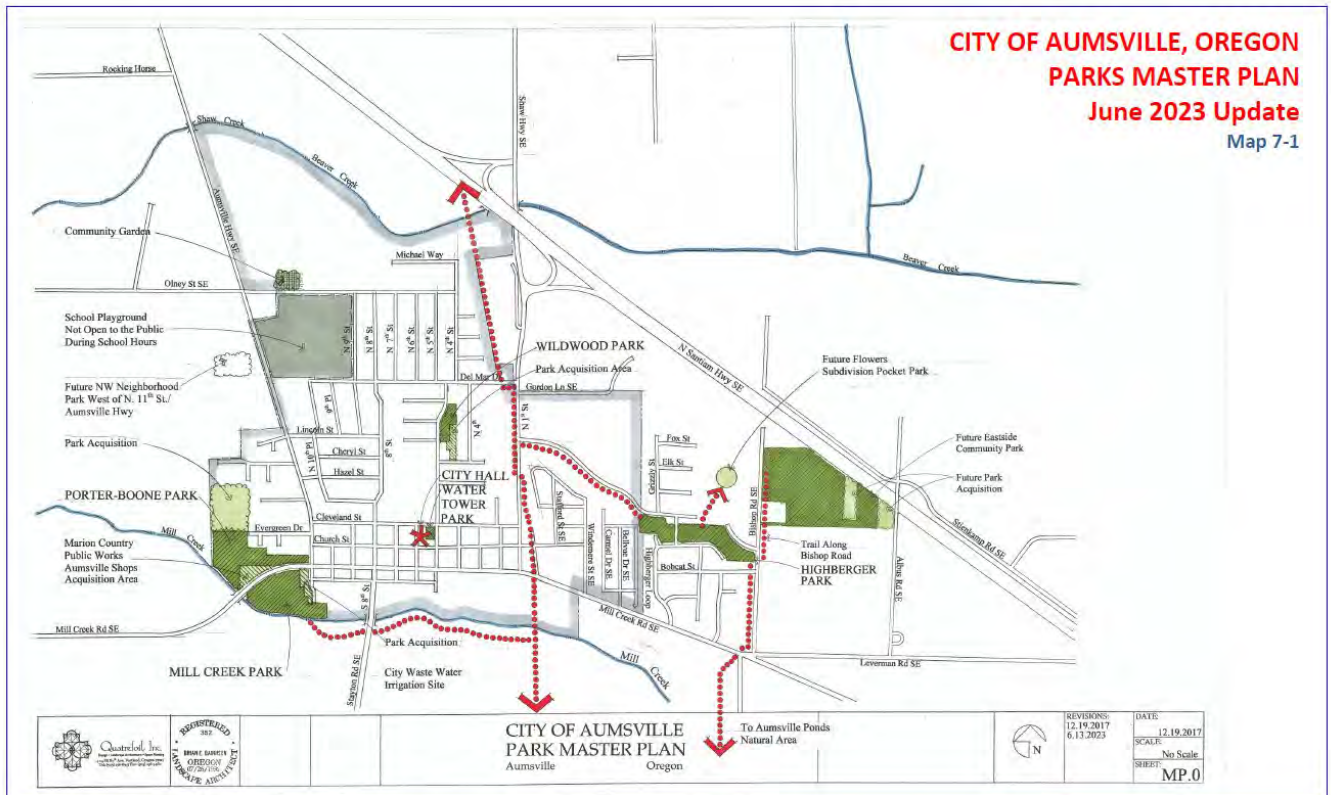
The City determined the Eastside Community Park site requires the following criteria:

- A **minimum of 20 acres of buildable land** as directed in the PMP to meet park land need for projected population growth;
- **South of Highway 22** because a divided highway would preclude safe multi-modal access from the city residential areas to the park;
- **East of First Street** because the western portion of the City is already served by a community park; and
- To ensure that public facilities and services are available the proposed park site must:
 - be **adjacent to the City Limits to have direct access to sanitary sewer and water**, and
 - have **direct access to a collector street (or higher street classification)** to handle anticipated traffic from residential areas to the park.

In Aumsville's case, a location adjacent to the City Limits ensures that farmland will not be crossed to reach the site from planned city streets and trails.

Based on these community park site requirements, the City purchased the Eastside Community Park site shown on the PMP (Appendix A-7):

The Eastside Community Park is Aumsville's newest park. The 22.57-acre site was acquired by the City in August 2019. The park is located between Bishop Rd. SE and Albus Rd. SE. The North Santiam Highway (Oregon Highway 22) abuts the north edge of the site. The park site slopes gently to the south from the highway right-of-way to a drainage swale that runs westward along the south edge of the property. The site is a vacant pasture area with a small Oregon white oak grove running north-south through the center of the site.



Aumsville Master Parks Plan
June 2023 Update

Figure 6: Adopted Parks Master Plan - June 2023 Update Showing Location of Eastside Community Park

2. Evaluation of Alternatives Sites Based on UGB Amendment Priority Scheme

The following findings support the City’s decision to purchase land for the Eastside Community Park and bring this land into the Aumsville UGB. The UGB Rule (OAR 660-0024-0050[1]) requires cities first to look inside their UGBs to satisfy urban land demands.

OAR 660-024-0050 Land Inventory and Response to Deficiency

(1) When evaluating or amending a UGB, a local government must inventory land inside the UGB to determine whether there is adequate development capacity to accommodate 20-year needs determined in OAR 660-024-0040. [...]

Findings: Winterbrook identified all vacant parcels on the east side of town and within the UGB of 20 acres or greater based on parcel data⁵ from the Marion County’s GIS Program (MCGIS). There are no vacant parcels of 20 acres or greater on Aumsville’s east side.

As shown in Figure 7, Winterbrook also considered parcels of between 15 and 20 acres (outlined in red) on the east side of the city:

⁵ Updated May 2023

- Tax Lots 081W300001800 and 081W300002000 are under common ownership and with a total of 32.03 acres. These parcels are ruled out because they are zoned to meet identified commercial and office uses to attract consumers off Highway 22. Removal of 32.03 acres of needed and buildable employment land would jeopardize Goal 9 compliance. The property owner has plans to develop both parcels for highway-related commercial uses.
- Tax Lot 081W300002306 is owned by Willamette Valley Baptist Church and zoned RM. The ACP acknowledges a need for 21 acres of RM zoned buildable land. Removal of 15.6 acres of RM land would mean that the city cannot meet its obligations to provide a 20-year supply of buildable land under Goal 10.

Thus, as shown on Figure 7 and Table 1, the larger parcels identified above were eliminated from consideration because their use for park development would mean that the city has inadequate capacity to accommodate needed employment and housing opportunities as required by Goals 9 and 10.

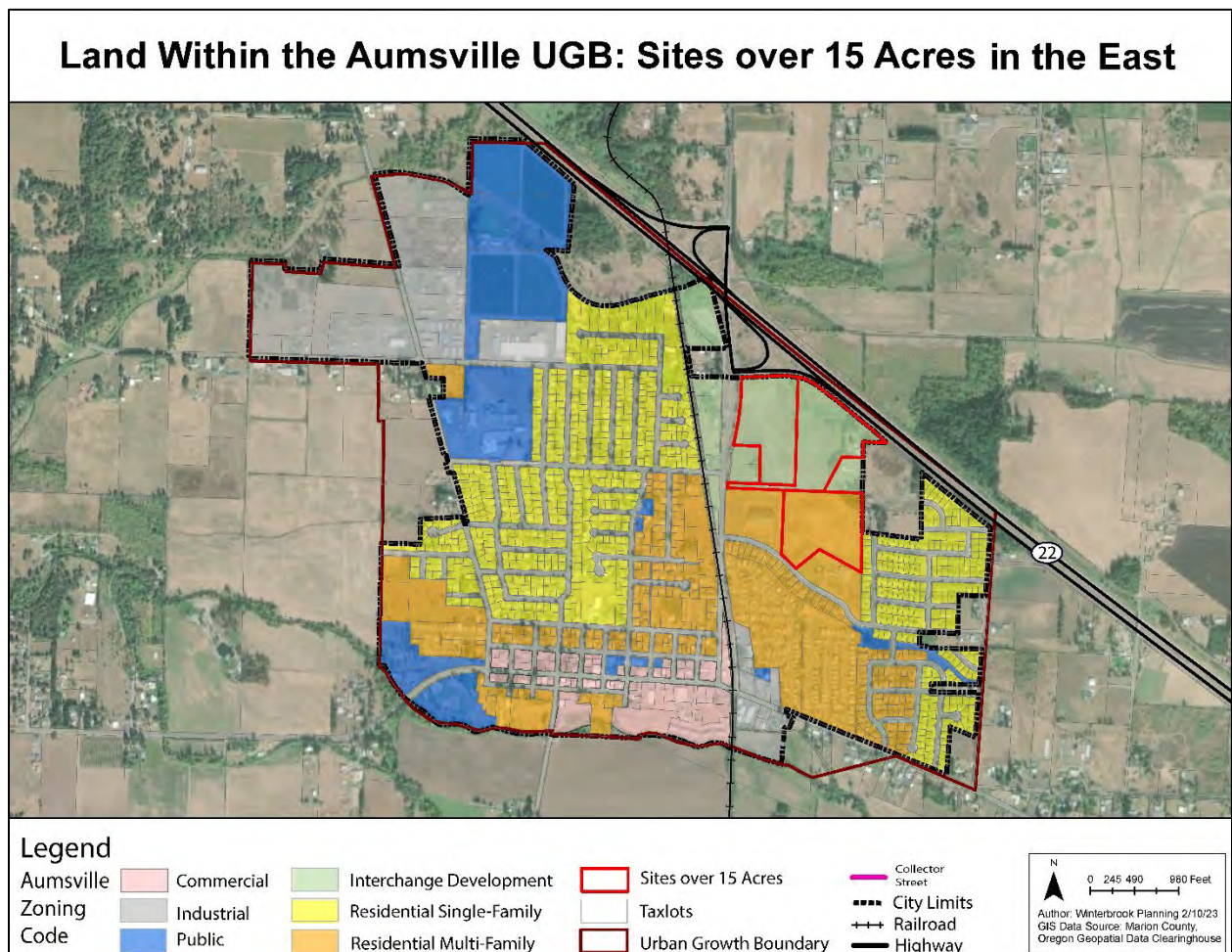


Figure 7: Land Within the Aumsville UGB- Map of Select Parcels

Table 1: Parcels over 15 Acres within the UGB on the East Side					
Index	Tax Lot	Acres	Zoning	Ownership ⁶	Development Issues
1	081W300001800	16.7	Interchange Development (ID)	Red Moon Development & Construction Inc.	Land in this zone to meet identified industrial, commercial, and office use needs.
2	081W300002000	15.33			
3	081W300002306	15.6	Residential Multi-Family (RM)	Willamette Valley Baptist Church	Chapter II of ACP, need of 21 acres of residential multi-family

Figure 8: Land Within the Aumsville UGB- Evaluation of Select Parcels

In conclusion, the City of Aumsville must amend its UGB to accommodate community park land need because no sites exist within the UGB that have the required site characteristics to fulfill the demonstrated park and open space land need, per OAR 660-024-0050(4):

(4) If the inventory demonstrates that the development capacity of land inside the UGB is inadequate to accommodate the estimated 20-year needs determined under OAR 660-024-0040, the local government must amend the plan to satisfy the need deficiency, either by increasing the development capacity of land already inside the city or by expanding the UGB, or both, and in accordance with ORS 197.296 where applicable. Prior to expanding the UGB, a local government must demonstrate that the estimated needs cannot reasonably be accommodated on land already inside the UGB. If the local government determines there is a need to expand the UGB, changes to the UGB must be determined by evaluating alternative boundary locations consistent with Goal 14 and applicable rules at OAR 660-024-0060 or 660-024-0065 and 660-024-0067.

3. Refined Study Area Based on Required Eastside Community Plan Site Characteristics

The UGB Rule allows cities to refine the preliminary study area to include only those sites that have the characteristics required by a specific public facility – in this case the Eastside Community Park. Based on required Eastside Community Park site characteristics, the preliminary study area excluded land north of Highway 22 (due to access considerations) and west of First Street (because there is already a community park on the west side of the city). Figure 9 shows the refined study area in the southeast quadrant of the preliminary study area.

⁶ Marion County Assessor’s Property Records provided ownership information.

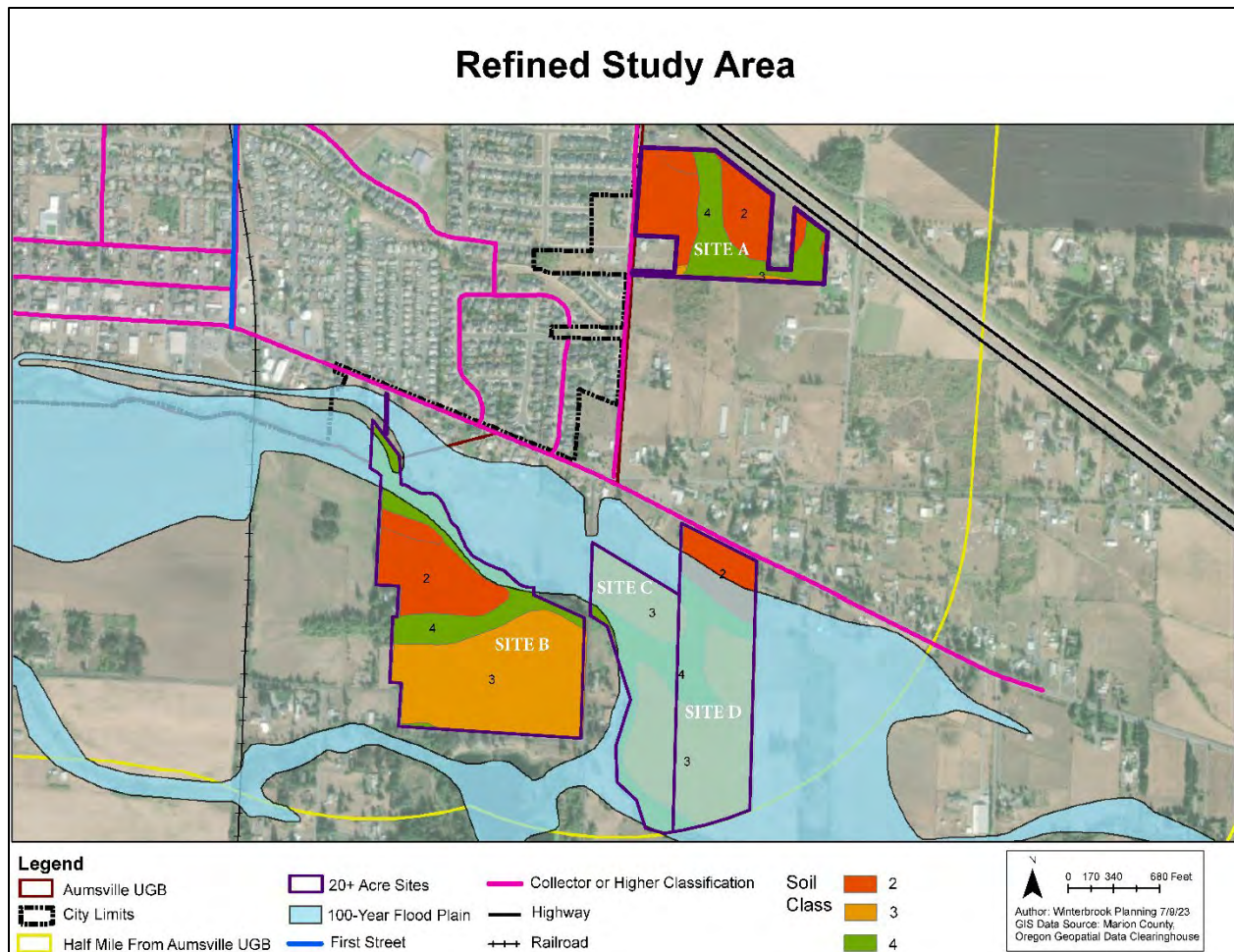


Figure 9: Lands Outside the Aumsville UGB- Refined Study Area

The refined study area focuses on the land southeast side of the UGB, south of Highway 22. As shown on Figure 9, the southeast quadrant has:

- No sites with 20 acres or more within rural exception areas a mile from the Aumsville UGB. Thus, park needs can only be met on land designated for agricultural use.
- Four sites of 20+ acres are designated for agricultural use a half mile from the Aumsville UGB.

4. Priorities for UGB Expansion

OAR 660-024-0067(2) implements the ORS 197.298 priority scheme for lands to be included in the UGB.

(2) Priority of Land for inclusion in a UGB:

*(a) **First Priority is urban reserve, exception land, and nonresource land.** Lands in the study area that meet the description in paragraphs (A) through (C) of this subsection are of equal (first) priority: [...]*

*(b) **Second Priority is marginal land:** land within the study area that is designated as marginal land under ORS 197.247 (1991 Edition) in the acknowledged comprehensive plan.*

*(c) **Third Priority is forest or farm land that is not predominantly high-value farm land:** land within the study area that is designated for forest or agriculture uses in the acknowledged*

comprehensive plan and that is not predominantly high-value farmland as defined in ORS 195.300, or that does not consist predominantly of prime or unique soils, as determined by the United States Department of Agriculture Natural Resources Conservation Service (USDA NRCS). In selecting which lands to include to satisfy the need, the city must use the agricultural land capability classification system or the cubic foot site class system, as appropriate for the acknowledged comprehensive plan designation, to select lower capability or cubic foot site class lands first.

(d) Fourth Priority is agricultural land that is predominantly high-value farmland: land within the study area that is designated as agricultural land in an acknowledged comprehensive plan and is predominantly high-value farmland as defined in ORS 195.300. A city may not select land that is predominantly made up of prime or unique farm soils, as defined by the USDA NRCS, unless there is an insufficient amount of other land to satisfy its land need. In selecting which lands to include to satisfy the need, the city must use the agricultural land capability classification system to select lower capability lands first.

Findings: The highest priority for land inclusion in the UGB is land designated as urban reserve, nonresource, or exception area. Second priority are “marginal lands”. No land is designated urban reserve, nonresource land, or marginal land within the study area. There are no sites over 20 acres or adjacent to the UGB designated as exception areas within the refined study area. Therefore, first and second priority lands do not meet identified community parking siting requirements.

The third priority is forest or farmland that is not predominantly high value farmland. There is no designated forest land within the refined study area. And there are no 20-acre sites within the refined study area that are not predominantly high value farmland.

Therefore, fourth priority high-value farmland must be considered for inclusion within the UGB. In selecting which site satisfies the identified need, staff must use the agricultural land capability classification system to select lower capability sites first.

Refined Preliminary Study Area four site analysis:

- Site A: The site is adjacent to City Limits, public facilities, and has direct access to a collector street.
- Site B: The site is eliminated because it is not adjacent to City Limits and public facilities.
- Site C: The site is eliminated since it does not provide 20+ buildable acres because most of it is in the 100-year flood plain. It is also not adjacent to City Limits, public facilities, nor has direct access to a collector street or higher classification.
- Site D: The site is eliminated since it does not provide 20+ buildable acres because most of it is in the 100-year flood plain. It is also not adjacent to City Limits and public facilities.

Site A is adjacent to the City Limits with direct access to sewer and water facilities, has direct access to a collector street, and therefore has the required community park site characteristics. Since Site B, Site C, and Site D do not fulfill the required proposed Eastside Community Park requirements, staff must select Site A which has a mix of Class II, III, and IV soils.

Based on the findings above, only Site A (the site purchased in 2019 by the City for the Eastside Community Park) has the characteristics required for the Eastside Community Park. Inclusion of Site A

within the UGB is also consistent with the PMP, which specifically identifies the Eastside Community Park as the site proposed for UGB expansion.

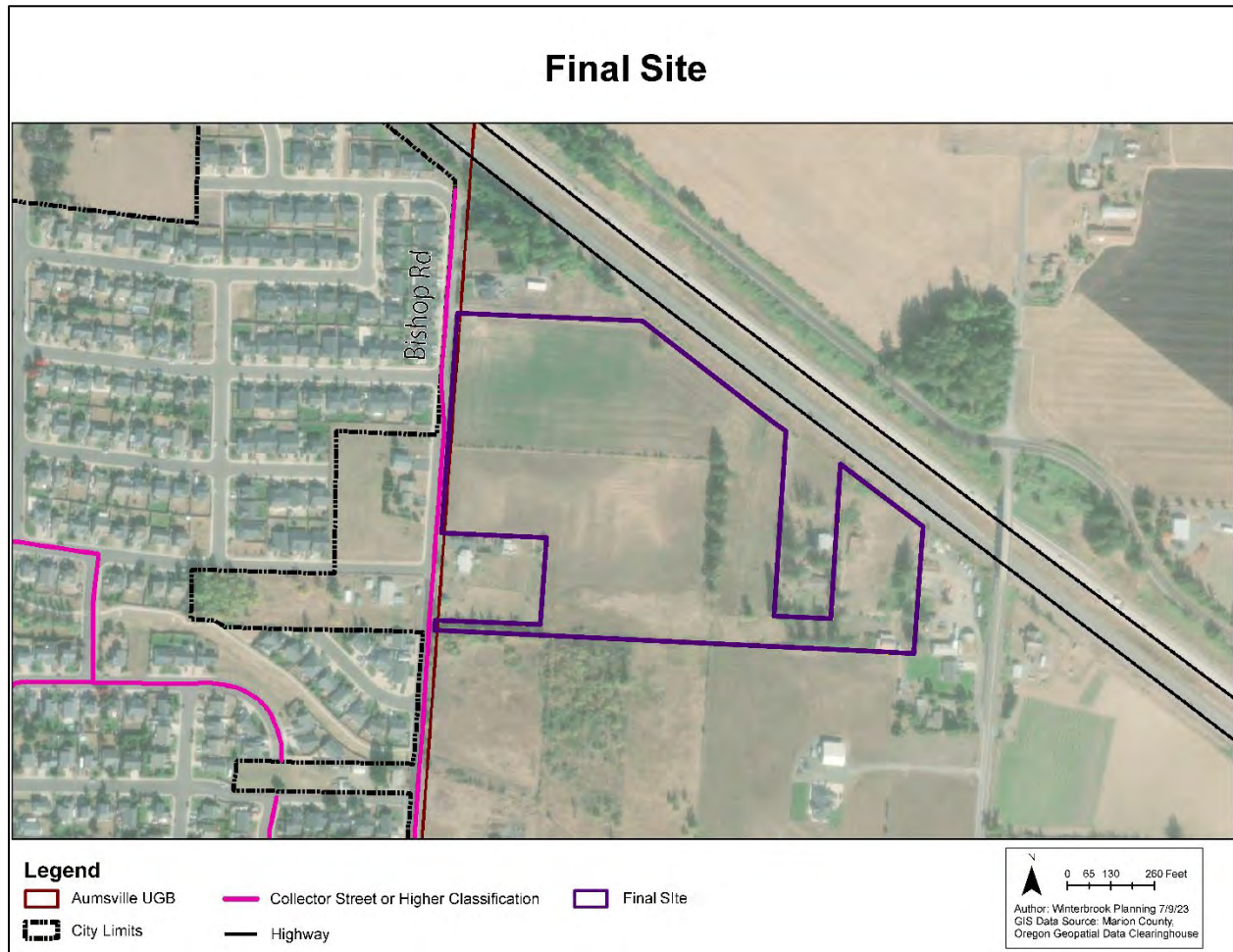


Figure 10: Land Outside of Aumsville UGB- Preferred Site

4. Applicable Goal 14 Aumsville Comprehensive Plan Polices and Guidelines

ACP Chapter II: Urbanization and Land Use

Policy 6. Urban Growth Boundary changes to expand or reduce will be based upon consideration of the following factors:

- *Accommodation of additional population*
- *Housing, employment opportunities and livability*
- *Orderly and economical provision of public facilities and services*
- *Maximum efficiency of land uses within and on the fringe of the existing urban area*
- *The long term environmental, energy, economic, and social consequences of the locality, the region, and the state as the result of allowing urbanization and not preserving and maintaining the land for agricultural or forest uses, whichever is applicable.*
- *Compatibility of the proposed urban use with nearby agricultural activities*

Findings: The proposed UGB expansion is consistent with the above-listed UGB amendment criteria because:

- The PMP identifies a need for park land to serve projected population growth.
- The findings under Goals 11 and 12 demonstrate that the Eastside Community Park can be served by public facilities and transportation facilities in an orderly and economical manner. Exhibit D shows the City Engineer’s evaluation of alternative expansion areas outside the UGB and shows that land north of Highway 22 and south of Mill Creek cannot be efficiently provided with city sewer, transportation, water and stormwater facilities.
- Compliance with the UGB Rule ensures maximum efficiency of land uses within and on the fringe of the existing urban area.
- The long-term economic consequences of bringing the Eastside Community Park site into the UGB are positive due to the proposed community center that can host family gatherings, weddings, arts programs, concerts, and other special community events. Environmental impacts will be positive because the Eastside Community Park Master Plan calls for preservation of wetlands and forested areas. The community will benefit economically and socially from implementation of the Eastside Community Park master plan due to the amenities provided by the proposed park. Energy consequences will be positive as documented under the Goal 13 Energy Conservation findings.
- The proposed park site is bordered on the north by Highway 22 and on the west by urban residential development within the Aumsville UGB. In contrast, other sites of 20 acres or more within the refined study area would have significantly more agricultural lands conflicts because (a) in most cases, public facilities would need to be extended through agricultural land to reach a park on these sites, and (b) the park’s border with productive agricultural land would be much longer, increasing the potential for conflicts between active recreational activities and accepted farming practices.

5. Marion County Urban Growth Boundary and Policy Agreement

Section II of the Marion County UGB and Policy Agreement includes procedures for the joint review and adoption of Aumsville Comprehensive Plan and UGB Map amendments. Subsection 2 focuses on amendment related to urban growth boundaries. The City initiated the UGB amendment proposal and forwarded proposed exhibits and findings to the County on September 15, 2023, more than 20 days before the first evidentiary hearing before the Aumsville Planning Commission. The City also provided 35-day DLCD notice as required by statute. Following public hearings before the Planning Commission and City Council, the City will forward the proposed UGB and Plan Map amendment to Marion County, including comments from DLCD, Marion County, and interested parties. The City will continue to work cooperatively with Marion County on the co-adoption of the UGB and Comprehensive Plan Map amendments.

6. Applicable Marion County Comprehensive Plan Policies

MCCP Chapter II: Goals and Policies

Urban Growth Policies

2. *The provision of urban services and facilities should be in an orderly economic basis according to a phased growth plan.*

3. *Development of the urban area should proceed from its center outward.*
4. *Development should occur in areas of existing services before extending new services.*

FINDINGS: The City identified site characteristics for the proposed Eastside Community Park including that the site should be adjacent to the City Limits to have direct access to sanitary sewer and water and a collector street (or higher street classification) to handle anticipated traffic.

The proposed site is adjacent to Aumsville City Limits, urban services, and facilities. The Aumsville TSP has planned street, bicycle, and pedestrian improvements that serve the proposed park site. See further discussion under Goal 11 and Goal 12. See Figure 3 for the direction of outward growth.

In conclusion, the proposed UGB amendment is consistent with county policies and required Eastside Community Park siting characteristics.

Goal 14 Conclusion

Based on the findings above, the proposal meets the Goal 14 UGB Rule, ACP and M CCP policies and UGB Policy Agreement requirements, and therefore will comply with Goal 14 and applicable local planning and coordinate standards and procedures.

Statewide Planning Goal 1 Citizen Involvement (ACP Chapter I)

Goal 1 requires that the public be included in all phases of the planning process. In this case, the Aumsville PMP (which serves as the basis for the proposed UGB and ACP map amendment) was based on an extensive community involvement process. Because this proposal is directly authorized by the PMP, Goal 1 is implemented through the public notification and hearing process.

Applicable Goal 1 Aumsville Comprehensive Plan Policies and Guidelines

Chapter VII - Other Goals and Implementation

The policy of the city is to have citizens become increasingly involved in the continuing planning process, if only on an ad hoc basis, to periodically review and comment on land use matters and other social and economic development issues.

The value of a Comprehensive Plan as a statement of public policy for the growth and development of Aumsville is measured, in part, by the ability of the Comprehensive Plan to reflect changing needs and desires of the community.

Notice of all hearings shall be given by publication in the Aumsville Newsletter.

Applicable ADO Criteria and Standards

15.04 Public Hearing. Public hearings before the Commission shall be in accordance with the procedures in Section 12, Administrative Procedures.

12.03 Public Notice Requirements:

(B) Type II and Type III Actions

- 1. Notice of any public hearings before the Commission or Council for a Type II or Type III land use action required by this ordinance shall be posted on the subject property at least 10 days prior to the public hearing.*
- 2. Written notice of the initial public hearing shall be mailed or delivered at least 20 days prior to the hearing date to the owners of property within 100 feet of the boundaries of the subject property. Where a multiple hearing application is scheduled, only a 10-day written notice shall be required.*
- 3. Notice of the hearing shall be printed in the Aumsville Newsletter, except for Annexations. Annexation notice of hearing shall be published in accordance with Oregon Revised Statutes. An affidavit of publication of the notice shall be made a part of the administrative record.*
- 4. Applicants for a Type II or III action shall be responsible for providing a certified list of property owners within the notice area, prepared by Marion County or a title company, within 100 feet of the subject property.*

Aumsville PMP Community Involvement Process

FINDINGS: As documented in the Aumsville PMP,⁷ the City Council appointed a Parks Master Plan Advisory Committee in December 2015 to update the 1996 PMP and collect public comments. From January to April 2016, the committee evaluated various items including the review and approval of park standards and identification of future park needs. The committee's work and public process resulted in the formal adoption of the 2017 PMP⁸ on January 11, 2018.

The 2017 PMP recognized that the previous PMP recommended the City acquire land for a new park. The 2017 PMP recommended the City purchase 20 acres east of Bishop Rd. SE or south of Mill Creek Road for a community and neighborhood park, referred to as Eastside Community Park.

In August 2019, the City purchased a 22.57 acre site on the east side of Bishop Rd. SE. In Fall 2022, the City appointed a citizens advisory committee to recommend a design plan for the development of the Eastside Community Park. After periodic meetings with consultants, several open houses and community outreach events with the public between November 2022 and May 2023, the committee recommended a final design and minor technical amendments to the PMP to update demographic information. Therefore, the comprehensive plan amendment package will implement the PMP, which is based on an extensive public participation process.

Public Involvement Process for Proposed ACP Plan Map Amendments

Citizens are encouraged to participate in the land use public hearing process. The "Aumsville Newsletter" is the primary way citizens receive information about the planning process.

The City will follow its acknowledged public notice procedure consistent with Goal 1. The proposed comprehensive plan amendment package expands the Aumsville UGB to include a proposed community park, including a comprehensive plan map change from Marion County SA designation to City P designation. This proposal is a quasi-judicial, Type III Action.

⁷ June 2023 Update

⁸ 2017-2035 planning horizon

The approval process includes public hearings before the Planning Commission and City Council. The Planning Commission makes a recommendation and then City Council decides on the proposal. Notice will include:

- Notice by posting in three locations within the affected area no less than 10 days prior to the date of the hearing.
- A mailed post card or letter containing notice no less than 20 days prior to the date of the hearing to each property owner in the affected area and within 100 feet of the boundary of the affected area.
- Notice of the hearing will be given in the Aumsville Newsletter.

Based on the findings above, the proposed UGB and ACP map amendments comply with Goal 1 and related ACP and ADO provisions.

Goal 2 Land Use Planning (ACP Chapter II)

Goal 2 requires a land use planning process and policy framework as a foundation for making land use decisions. Decisions must consider an adequate factual base, evaluation of alternative courses of action, and consistency with acknowledged land use documents.

Staff proposes a comprehensive plan amendment package to meet the identified need in the PMP for a community park on the east side of the City of Aumsville. The ACP Chapter VI – Recreation Element recognizes that the PMP will guide future park development in Aumsville.

Map 6-1 from the PMP shows the location of the proposed 22.57-acre Eastside Community Park, located adjacent to and east of the existing City Limits and UGB. As documented under the Statewide Planning Goal 11 and 12 findings, the park is served by Bishop Road, SE, a collector street, and can readily be provided with city sewer, water and transportation facilities.

This UGB and ACP map amendment proposal is consistent with Goal 2 because it is based directly on two adopted and acknowledged Aumsville Comprehensive Plan documents:

- The revised Chapter VI – Recreation Element
- The revised Aumsville Parks and Recreation Plan

Together, these plans provide the factual, analytical, and policy basis for the proposal. Therefore, Goal 2 is met.

**City of Aumsville
Future Neighborhood & Community Parks**

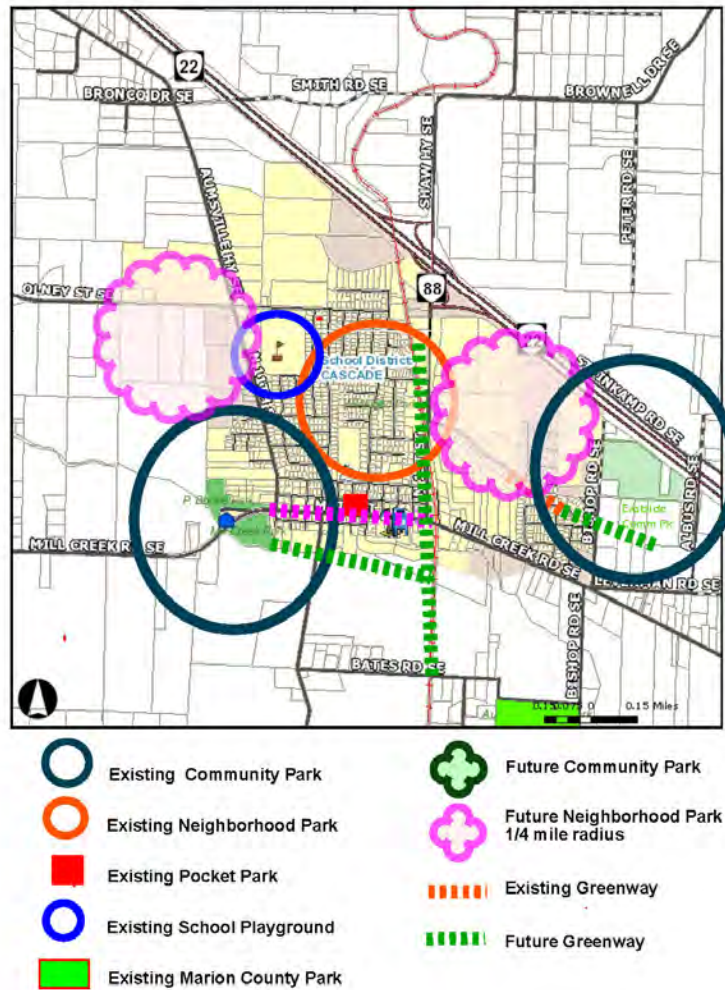


Figure 11: Map Showing Location of Proposed Eastside Community Park

Statewide Planning Goal 8 Parks and Recreation (ACP Chapter VI)

Statewide Planning Goal 8 aims to satisfy the recreational needs of the citizens of the state and visitors. In Aumsville, Goal 8 is met through the ACP (especially Chapter VI – Recreation Element) and the PMP, which specifically identifies the need for and the location of the Eastside Community Park.

Applicable Goal 8 Aumsville Comprehensive Plan Polices and Guidelines

ACP Chapter VI: Recreation

Policy P-1: Parks Master Plan. The Aumsville Parks Master Plan is adopted as a technical amendment to the Aumsville Comprehensive Plan. The Aumsville Parks Master Plan will serve as

a guide for parks and open space land acquisition, the development of new parks, trails and recreation facilities and for the improvement of existing parks within the City of Aumsville.

PMP Eastside Community Park (Narrative)

Eastside Community Park is Aumsville’s newest park. The 22.57-acre site was acquired by the City in August 2019. The park is located between Bishop Rd. SE and Albus Rd. SE. The North Santiam Highway (Oregon Highway 22) abuts the north edge of the site.

Urban Growth Boundary (UGB) Expansion and Annexation of the Eastside Community Park site: This plan recommends the city initiate a UGB amendment and annexation procedure in 2023. The inclusion of the park in the city limits will give the City authority over the full development of the park site and will enable the City to extend public facilities (water, sewer, and other city-owned utilities) into the park. The Aumsville Planning Commission and City Council will have authority to approve development plans for the property under the Aumsville Development Code.



Figure 12: Eastside Community Park Master Plan (2023)

FINDINGS: The revised Chapter VI Parks and Recreation (2023) is consistent with Statewide Planning Goal 8 and provides the policy basis for the 2023 PMP.

The proposed UGB amendment includes the Eastside Community Park site identified in the PMP. Figure 14 shows the conceptual master plan for the Eastside Community Park, adopted as Appendix A to the PMP. The proposal is to include the Eastside Community Park site within the Aumsville UGB with a Public (P) plan designation. The next step in the park development process will be to annex and rezone the site consistent with its ACP map designation, so that the park can connect with the city’s sewer, water, and storm drainage system.

In coordination with Marion County, the proposed ACP amendment package authorizes UGB expansion and redesignation of the Eastside Community Park site from Marion County Special Agriculture (SA) to Aumsville Public (P). The plan designation change to P anticipates future annexation and rezoning of the site to the Public (P) zone, which allows parks outright. (ADO Section 9).

Applicable Goal 8 Marion County Comprehensive Plan Policies

MCCP Chapter II: Goals and Policies

Parks and Recreation Policies- Local Community Parks

20. *The County should maintain a role of:*

- a. *Encouraging local jurisdictions to provide local community parks;*
- b. *Assisting local jurisdictions in acquiring park land inside an adopted urban growth boundary;*
- c. *Providing technical expertise;*
- d. *Assisting in securing funds.*

FINDINGS: The City of Aumsville seeks to include the proposed Eastside Community Park in the Aumsville UGB to comply with this policy. Marion County provided technical expertise during discussions on obtaining park land in and out of the city. The City negotiated and acquired ownership of the proposed park in 2019. The proposal is consistent with this MCCP policy.

Goal 8 Conclusion

The proposal enables future community and neighborhood park development to meet the needs of existing and future residents which complies with Statewide Planning Goal 8, ACP Chapter VI, and the PMP; the proposed UGB expansion can be implemented directly by Public (P) zoning.

Goal 11 Public Facilities and Services (ACP Chapter III)

Sanitary Sewer, Water, & Storm Drainage Systems Policy

3) Encourage development of vacant land within the city prior to urbanization of rural land within the urban growth boundary so as to achieve maximum utilization of public investment.

FINDINGS: Goal 11 encourages urban and rural development to be supported by types and levels of urban and rural public facilities and services appropriate for, but limited to, the needs and requirements of the urban, urbanizable, and rural areas to be served.

Goal 11 requires that urban public facilities serve land within UGBs and (in most cases) restricts extension of City sewer and water lines outside of UGBs. As documented in the Goal 14 Evaluation of Alternative Sites discussion, there is no land inside the UGB that meets site needs for the Eastside Community Park as described in the PMP.

To justify UGB expansion, the City must demonstrate that public facilities are available to serve planned development in a timely and efficient manner. The city engineer conducted an analysis to determine the availability of sewer, water, and storm drainage facilities to serve the Eastside Community Park, and improvements that will be required to comply with Goal 11. He concluded that public facilities are available, and that facility improvements will be necessary.

Water

Water service is available via an existing 10" public main in Bishop Road. Depending on the intensity of development, the 10" line may need to be looped through the site to provide adequate domestic and fire flows for the development.

Sanitary Sewer

Sanitary sewer service is unavailable to serve the site and would need a new pump station and force main will be required. Depending upon the intensity of the development, the existing sanitary sewer downstream of the force main connection might require upgrades to pass the additional waste water flows.

Streets

Bishop Road is improved with a ¾ street improvement along the entire frontage. Upon site development, the remaining ¼ street will need to be improved along the entire frontage including the curb, gutter and sidewalk. Depending on the intensity of development, internal streets may be required to mitigate traffic impacts.

Goal 11 Conclusion

The City's analysis of public facilities and services for the proposed park site demonstrates that key public facilities can be provided efficiently to the Eastside Community Park site, in compliance with Goal 11 and applicable ACP and ADO policies and criteria.

Statewide Planning Goal 12 Transportation (Aumsville Transportation System Plan)

Statewide Planning Goal 12 requires that cities provide a safe and efficient transportation system. Goal 12 is implemented by the Transportation Planning Rule (OAR Chapter 660, Division 012)

Applicable Goal 12 Aumsville Comprehensive Plan Policies and Guidelines

Chapter IV of ACP Transportation System Plan includes the entire Aumsville TSP (2010) which has been acknowledged as complying with Goal 12. The TSP (pp. 1-3) has the following policies:

ACP Chapter IV - Aumsville Transportation System Plan

- 1. Aumsville shall develop a coordinated transportation system that facilitates the mobility and accessibility of community residents in a safe and efficient manner, and encourages alternatives to and reduced reliance upon the single-occupant automobile.*
- 2. Aumsville shall promote the development and maintenance of all transportation modes including bikeways, pedestrian ways, and public transportation to all planned land uses, while minimizing adverse environmental impacts.*
- 7. Aumsville shall promote and give high priority to bike and pedestrian ways in the downtown area, and in the vicinity of Aumsville Elementary School and parks, including development of a Safe Routes to School Action Plan as funding is available and the identification of locations where bicycle parking may be needed.*
- 8. New construction shall provide bicycle and pedestrian facilities that provide safe and convenient access within, to, and from new subdivisions, planned developments, shopping centers and industrial parks to nearby residential areas, transit stops, and neighborhood activity centers, such as schools, parks and shopping*

The TSP considered two growth scenarios, the second of which evaluated trips that would likely be generated by development in the UGB expansion area. The 2010 TSP (pp. 3-8 through 3-9, Figure 4, and pp. 4-22 through 4-25) specifically addressed the area proposed for the Eastside Community Park and determined probable trip generation assuming future park use.

*Within the areas proposed for UGB expansion it is assumed that there would be approximately 28.5 acres of new single family residential development, 15.4 acres of multifamily residential development, 8 acres of commercial use (including downtown), 12.7 acres of industrial use and **26.6 acres of public use, primarily a new park to be located east of Bishop Road and immediately south of OR 22.***

The PMP, Appendix A, identifies specific transportation improvements that will be required to adequately serve the Eastside Community Park:

Street Improvements and Pedestrian Connectivity Issues:

- *Street frontage improvements on Bishop Rd. SE are expected to be required by the Planning Commission as a condition of development approval when Phase 1 of the Eastside Community Park is built by the City. The improvements will include curbs, gutters, storm sewers, sidewalks, pavement widening and trees within the park site. As the City seeks grant funding for the Phase 1 and 2 improvements within the park, the city will need to identify funding to complete these street improvements.*
- *New sidewalks will be needed on both sides of Bishop Rd. SE extending from the Highberger Greenway north to the Eastside Community Park site. Safe pedestrian crossings on Bishop Rd. SE will be needed concurrently with Phase 1 of the project. Within the park, pedestrian walks can meander to play areas, the community center and other park facilities.*
- *South Access Road and Gravel Parking Area for the Multi-purpose Fields. The plan shows an 80-space parking area on the south edge of the multi-purpose fields. This parking area can be used when games and special events are held on the fields. Portable restrooms may be installed for use during events.*

FINDINGS: The Aumsville TSP (2010) evaluates needs in the multi-modal system over the next 20 years, in this case, through 2030. The plan addresses two growth scenarios. The second addresses UGB expansion and future trip generation. The TSP anticipates that 26.6 acres will be needed in TAZ A for public use, primarily for a new park located east of Bishop Road, SE and south of Highway 22.

Table S-1 and S-2 Recommended Street Improvements recommend a new multi-use path along Bishop Road to connect Mill Creek Road with the proposed park site. The 2023 PMP also addresses street improvements and pedestrian connectivity issues, quoted above in Applicable Comprehensive Plan Policies and Guidelines. It anticipates street frontage improvements on Bishop Rd. SE and a south access road with a gravel parking area to accommodate game and special events attendance.

Upon park development, a transportation impact analysis (TIA) may be required as per ADO 22.11.

Goal 12 Conclusion

The City of Aumsville's TSP evaluates transportation needs that includes the scenario of a UGB expansion for the proposed Eastside Community Park and plans for targeted improvements to serve residents and the park. The proposal complies with Goal 12 and related ACP and ADO criteria and standards.

Statewide Planning Goal 13 Energy Conservation

Goal 13 requires the management of land and uses developed to maximize energy conservation.

Applicable Goal 13 Aumsville Comprehensive Plan Policies

Chapter VII: Other Goals and Implementation

Energy Conservation

Policy 6) The City shall encourage its residents and businesses to take action to conserve energy and use renewable energy resources. The City's efforts shall be coordinated with those of utilities, State and Federal agencies and other organizations.

PMP Section 4.2 Park Development Standards by Park Type

Community Parks

Location: Serves residents within a two-mile radius and is located within a five-minute to ten-minute drive of any residence in the City. With Porter-Boone Park on the west edge of the City, a second east side community park is proposed. Users may reach the park on foot, bicycle or by motor vehicle.

FINDINGS: The proposed UGB and ACP map amendments call for the inclusion of the Eastside Community Park site within the Aumsville UGB. The proposed park meets the need for a community park on the east side of Aumsville. The Eastside Community Park will be accessible by foot, bicycle, and motor vehicle from nearby residential areas. The City has planned improvements for streets, bicycle paths, and sidewalks that connect to SE Bishop Rd. By providing for alternative transportation modes, vehicle miles traveled (VMT) and related energy consumption will be reduced.

Therefore, the proposed comprehensive plan amendment package complies with Goal 13.

III. AUMSVILLE COMPREHENSIVE PLAN MAP AMENDMENT AND ZONE CHANGE CRITERIA

The following local criteria also apply to UGB and Plan Map amendments:

Applicable ADO Criteria and Standards

Amendments

Section ADO Section 15.05

- (A) The requested change is in conformance with the City's adopted Comprehensive Plan.*
- (B) That there was a mistake or an update needed in the original ordinance or map.*
- (C) That the conditions in the area have changed since adoption of the ordinance and/or zoning map.*
- (D) The amendments will not interfere with the development or value of other land in the vicinity.*
- (E) The amendment will not be detrimental to the general interest of the city and that there is a public need for the amendment.*
- (F) That there is no other appropriately zoned property that could be used.*
- (G) That the amendment will not over-burden existing and future capacity of public facilities.*
- (H) That the amendment complies with applicable state and federal laws and regulations.*
- (I) That the amendment complies with the Urban Growth Boundary and Policy Agreement existing between the City and Marion County.*

(A) That the change is in conformance with the Aumsville Comprehensive Plan.

Applicable ACP Policies

PMP Section 7.1 Aumsville Comprehensive Plan- Parks Goals & Policies

Policy P-1: Parks Master Plan. The Aumsville Parks Master Plan is adopted as a technical amendment to the Aumsville Comprehensive Plan. The Aumsville Parks Master Plan will serve as a guide for parks and open space land acquisition, the development of new parks, trails and recreation facilities and for the improvement of existing parks within the City of Aumsville

FINDINGS: The ACP map amendments implement the revised ACP Chapter VI – Recreation and the PMP which calls for inclusion of the Eastside Community Park site into the Aumsville UGB with a City Public plan designation. Therefore, the proposal meets ADO 15.05(A).

(B) That there was a mistake or an update needed in the original ordinance or map.

FINDINGS: The proposed ACP map amendments are needed to implement the updated 2023 PMP, which calls for bringing the Eastside Community Park site into the UGB.

(C) That the conditions in the area have changed since adoption of the ordinance and/or zoning map.

FINDINGS: As discussed in Goal 14 and Goal 8 findings, the City identified a public need for a community and neighborhood park for the eastern area of Aumsville in the 1996 Parks Master Plan. Since 1996, residential development has increased in the eastern portion of Aumsville, and the Eastside Community Park is needed now more than ever. The PMP reflects projected population growth and the need for this community park in the specified location identified in Appendix A of the PMP. The proposed ACP map amendments carry out ACP and PMP policy to facilitate community park development that anticipated and supports planned residential growth.

(D) The amendments will not interfere with the development or value of other land in the vicinity.

FINDINGS: The ACP map amendments will facilitate Eastside Community Park improvements and amenities that will support residential development and will likely increase property values in the vicinity. Therefore, this amendment will not interfere with the development or value of other land in the vicinity.

(E) The amendment will not be detrimental to the general interest of the city and that there is a public need for the amendment.

The general interests of the City and the public need for the proposed ACP map amendments is based on the ACP, especially the revised Chapter VI – Recreational Element and the PMP.

The proposed package of amendment enables future development of the Eastside Community Park. This park need was identified in the 1996, 2017, and 2023 Aumsville Parks Master Plans, and included in the ACP. The PMP recognizes that Porter-Boone Park serves the west edge of the City and proposed a second community park on the east side. The updated Parks Master Plan explains acquisition, site description,

design, and next steps for park development which is expanding the UGB for the inclusion of the proposed park use, a zone change, and annexation.

The City of Aumsville Visioning Plan identified goals for 2016-2020, 2021-2025, and 2026-2035. The City's goal was to acquire Eastside Community Park (20 acres) land to meet project population growth park needs in the 2021-2025 range. The City of Aumsville was able to negotiate and purchase the proposed Eastside Community Park site in 2019. See discussion in Goal 8 Parks and Recreation for further findings that demonstrate public need.

(F) That there is no other appropriately zoned property that could be used.

FINDINGS: As documented in the Goal 14 Evaluation of Alternative Sites discussion, there is no land that meets the site needs for the Eastside Community Park as described in the PMP, and there is no other appropriately zoned property that could be used for the park. The proposed ACP map amendments will provide a suitable site within the UGB for the Eastside Community Park.

(G) That the amendment will not over-burden existing and future capacity of public facilities.

FINDINGS: The City Engineer evaluated existing public facilities and recommended potential improvements to adequately serve the future Eastside Community Park. See Goal 11 Public Facilities for a more detailed discussion. The TSP outlines street, bicycle and pedestrian improvements to provide multi-modal access to the proposed park. See detailed discussion in Goal 11 Public Facilities and 12 Transportation.

(H) That the amendment complies with applicable state and federal laws and regulations.

FINDINGS: The proposed package of amendments is based on SCORP standards and complies with applicable Statewide Planning Goals and thereby meet state land use laws and regulations. Additionally, the City-identified need in the PMP is based on state SCORP guidelines that recommend Oregon cities to plan for 6.25-12.5 acres of park land per 1,000 population.

(I) That the amendment complies with the Urban Growth Boundary and Policy Agreement existing between the City and Marion County.

FINDINGS: Based on findings under Goal 1, Goal 2 and Goal 14, the proposal is consistent with the UGB Policy Agreement between the City and Marion County.

IV. CONCLUSION AND RECOMMENDATION

Based on the findings contained in this report, Staff concludes that the proposed amendment package complies with the applicable decision criteria. Therefore, Staff recommends that City Council adopt Ordinance 721: AN ORDINANCE AMENDING THE CITY OF AUMSVILLE URBAN GROWTH BOUNDARY TO INCLUDE LAND NEEDED TO ACCOMMODATE THE EASTSIDE COMMUNITY PARK; AND AMENDING THE CITY OF AUMSVILLE COMPREHENSIVE PLAN MAP.

Upon City Council adoption of Ordinance 721, Staff will compile the final package, including any revisions made by the City Council, and forward to Marion County for review and co-adoption.

Ordinance 721 contains a provision that it will not go into effect until Marion County adopts a corresponding ordinance.

V. CITY COUNCIL OPTIONS

The City Council has the following options regarding the proposed amendments to the Aumsville UGB and Comprehensive Plan:

1. Continue the public hearing to a date and time certain to provide the consultants time to make any amendments to the proposal that are identified by the City Council or city staff. The Council may direct the City Administrator and the consultants to modify Ordinance 721, the proposed UGB and Comprehensive Plan Amendment package to incorporate changes as discussed by the City Council.
2. Adopt Ordinance 721 as presented or as modified by the City Council.

COUNCIL OPTIONS – 1st Action

1. I MOVE TO APPROVE THE FIRST READING BY TITLE ONLY OF ORDINANCE 721, “AN ORDINANCE AMENDING THE CITY OF AUMSVILLE URBAN GROWTH BOUNDARY TO INCLUDE LAND NEEDED TO ACCOMMODATE THE EASTSIDE COMMUNITY PARK; AND AMENDING THE CITY OF AUMSVILLE COMPREHENSIVE PLAN MAP”, as presented by staff.
2. I MOVE TO APPROVE THE FIRST READING BY TITLE ONLY OF ORDINANCE 721, “AN ORDINANCE AMENDING THE CITY OF AUMSVILLE URBAN GROWTH BOUNDARY TO INCLUDE LAND NEEDED TO ACCOMMODATE THE EASTSIDE COMMUNITY PARK; AND AMENDING THE CITY OF AUMSVILLE COMPREHENSIVE PLAN MAP”, as amended by...
3. Remand back to staff to provide additional research or modification.

**If passing vote is unanimous for first action, Council may move to approve second reading and adopt.*

COUNCIL OPTIONS – 2nd Action

1. I MOVE TO APPROVE THE SECOND READING BY TITLE ONLY OF ORDINANCE 721, “AN ORDINANCE AMENDING THE CITY OF AUMSVILLE URBAN GROWTH BOUNDARY TO INCLUDE LAND NEEDED TO ACCOMMODATE THE EASTSIDE COMMUNITY PARK; AND AMENDING THE CITY OF AUMSVILLE COMPREHENSIVE PLAN MAP”, as presented by staff.
2. I MOVE TO APPROVE THE SECOND READING BY TITLE ONLY OF ORDINANCE 721, “AN ORDINANCE AMENDING THE CITY OF AUMSVILLE URBAN GROWTH BOUNDARY TO INCLUDE LAND NEEDED TO ACCOMMODATE THE EASTSIDE COMMUNITY PARK; AND AMENDING THE CITY OF AUMSVILLE COMPREHENSIVE PLAN MAP”, as amended by...

Exhibit A

City of Aumsville Parks Master Plan



**November 2017
Revised June 2023**

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City of Aumsville Parks Master Plan

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ACKNOWLEDGMENTS

The City gratefully acknowledges the participation of the following people who contributed to the development the City of Aumsville Parks Master Plan in 2016 and 2017. Their insights about the community, park users and their vision for the future of parks and recreation needs of the community were greatly appreciated.

City of Aumsville Staff (2017)

Ron Harding, City Administrator
Steve Oslie, Public Works Director
Lora Hofmann, Administrative Assistant
Colleen Rogers, City Clerk
Jim Schuette, City Engineer

Parks Master Plan Advisory Committee (2017)

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Marcie Clark	Gordon Willmschen
Amy Evans	Karla Willmschen
Barbara Slimak	

Parks and Recreation Commission (2017)

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Julie Wissler, Vice-Chair	Kim Hofmann
Marcie Clark	Danielle Janes

Aumsville Planning Commissioners (2017)

Dan Kluver, Chairman	Vicky Barber
Chris Chytka, Vice-Chair	Vivian Bronec

Mayor and City Councilors (2017)

Mayor Robert Baugh, Jr.	Trina M. Lee
Kevin Crawford	Della Seney, Council President
Brian Czarnik	Lorie Walters
Gabe Clayton	

Special Acknowledgement

Mayor Harold White served as Mayor from 1987 to 2017. City Administrator Maryann Hills served the City of Aumsville from 1995 until she left the City in April 2016. Over the past 30 years the City has grown into a vibrant small city. They were instrumental in the development of the city's initial parks master plan in 1996 and this update in 2015. Under their visionary leadership, the City continuously funded and improved Aumsville's parks. The quality of the city's parks is a testament to their efforts to make Aumsville "a great place to live and play".

Acknowledgements for 2023 Eastside Community Park Update

In Fall 2022 the City appointed a small community advisory committee to develop a design for the development of the 22.57-acre Eastside Community Park. The advisory committee, with staff assistance from Kirsti Pizzuto, Executive Assistant to City Administrator Ron Harding, developed three conceptual designs for the park for presentation to the community. The City published the design drawings and solicited comments from community members via on-line surveys and at two community open houses. Committee members and the consultants visited multiple classrooms at Aumsville Elementary School and Cascade Jr. High School to obtain feedback from more than 400 students. As a result of these community outreach efforts the final design plan for the Eastside Community Park reflects the priorities of community members of all ages. The City thanks advisory committee members for their outreach efforts and thoughtful review of a myriad of ideas.

Eastside Community Park Advisory Committee (2023 Update)

Amy Evans	Della Seney
Jennifer Molan	Chris Chytka
Kirsti Pizzuto, Executive Assistant to the City Administrator	

Aumsville Planning Commissioners (2023)

Jennifer Molan, Chair	Courtney Brennan
Chris Chytka, Vice-Chair	Molly Hatfield

Mayor and City Councilors (2023)

Mayor Anjelica Ceja	Nico Casarez
Douglas Cox	Scott Lee
Della Seney	Katie Wallace
Walter Wick	

Aumsville Parks Master Plan

1.0 - INTRODUCTION

The City of Aumsville desires to provide a quality park system to meet the recreational needs of existing and future residents of the community. As Aumsville grows, the City Council concludes the City will need to invest in the maintenance of community's existing parks and add new parks, open space and recreational facilities to serve a growing population.

In 1996, the City adopted the *City of Aumsville Parks Facilities Master Plan* to guide the development of the city's parks during the 20-year period from 1996 to 2015. In October 2015, the City concluded the 1996 plan, and its periodic updates, needed to be replaced with a new 20-year plan that reflected the park facility investments made by the City, growth patterns in the community and changing needs of Aumsville's citizens.

The *Aumsville Parks Master Plan* provides a framework for the continued development of the community-wide park system to meet the recreational needs of existing and future residents during the 20-year planning period from 2017 to 2035. The plan was revised in 2023 to incorporate new demographic data and the Eastside Community Park master plan and update the 20-year planning period from 2023 to 2043.

1.1 Planning Approach and Process

The *Aumsville Parks Master Plan* was prepared at the direction of the Aumsville City Council. The City retained David W. Kinney, Community Development Consultant, to prepare the plan document and landscape architect Brian Bainson, Quatrefoil Inc., to develop park designs and cost estimates. The city appointed a Parks Plan Advisory Committee to serve as the citizens involvement committee to represent the residents of Aumsville and oversee development of the plan update.

The *Aumsville Parks Master Plan* work involved the following tasks:

1. Inventory of each of the Aumsville city parks including the preparation of a park narrative, base maps and photo documentation of park facilities.
2. An analysis of redevelopment opportunities and constraints at each city park.
3. Review of the *Oregon Statewide Comprehensive Outdoor Recreation Plan* (SCORP) and the *Marion County Parks Plan* to identify statewide and regional recreation trends and needs.
4. Identification of current and future parks and recreation needs in Aumsville.
5. A review and update of local park development standards.
6. Preparation of two preliminary design concepts for each park for community review.
7. Completion of a final design plan for each park site.
8. Creation of a prioritized list of recommendations for improvements at each park.
9. Preparation of planning cost estimates and funding strategies.

Funding for on-going maintenance and park improvements will continue to be a constraint to the City as it looks to maintain quality and improve the city’s park facilities. Cost estimates are provided to enable the City to budget for small projects, apply for grants and update the parks systems development charge (Parks SDC). A variety of funding sources will be needed to finance future park improvements. This plan identifies other potential public and private funding sources available for park system improvements. The *Aumsville Parks Master Plan* will guide investments in the city’s parks. Using this plan as a guide, the City can focus public and private funds on the highest priority park improvement projects.

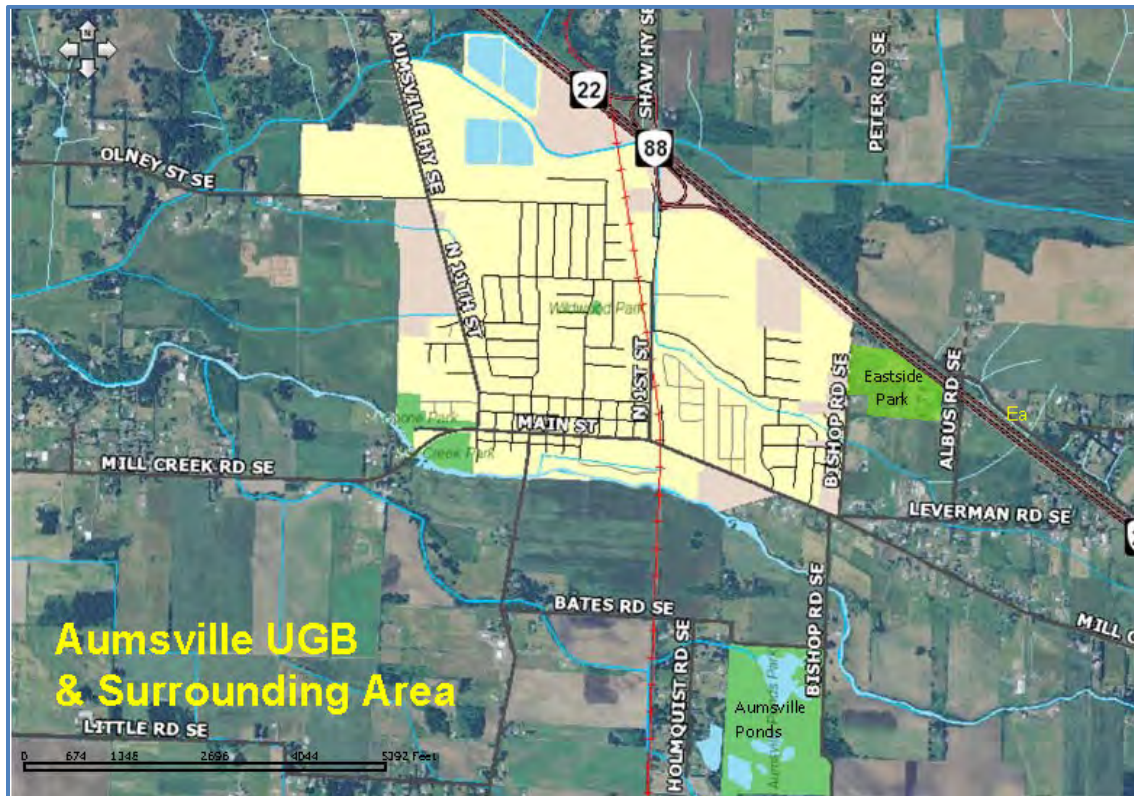
1.2 Planning Criteria and Assumptions

This plan relies on planning criteria and assumptions to establish standards by which the city’s park system is evaluated and serves as the basis for identifying needed improvements. These criteria and assumptions include population, development areas, land use, location of existing parks and other demographic factors that may affect the local parks system.

1.2.1 Study Area:

The study area encompasses the area inside the Aumsville Urban Growth Boundary (UGB) as well as unincorporated lands just outside the UGB, including the Eastside Community Park site east of Bishop Rd and the Aumsville Ponds site south of the City. This plan assumes the City will provide parks and recreational facilities to all citizens who live within the Aumsville UGB.

Map 1-1
City of Aumsville Urban Growth Boundary & Surrounding Area



1.2.2 Land Use and Zoning

The Aumsville Comprehensive Plan Map and Zoning Map identify where future residential, public, commercial and industrial development is expected to occur in the next 20 years. This plan assumes the majority of new homes and apartments will be located in the northeast and west portions of the UGB, where there are the largest tracts of vacant buildable residential land. Some smaller infill residential development is also expected on undeveloped parcels scattered throughout the city. Since 2016, the City has approved several development proposals that have added a substantial number of housing units on the east side of the City. These housing projects have increased the demand for more park facilities and recreation services.

Once the current housing projects are completed, the City anticipates the City will incrementally expand the UGB to add buildable residential land for the remainder of the 20-year planning period through 2045. Map 1 “Buildable Lands” shows the location of vacant buildable land that existed in Aumsville in 2010¹ and the location of the recently developed subdivisions. Most of the remaining vacant, buildable residential land in the UGB is located on the west side of the UGB in Area 11 and in the northeast quadrant of the UGB in Areas 6 & 7. Future park sites and improvements are expected to be located in close proximity to existing homes, recently developed subdivisions and areas planned for residential development.

1.2.3 Population Projections

In 2021 the Population Research Center of the College of Urban and Public Affairs at Portland State University prepared a coordinated population forecast for Marion County and all of its incorporated cities.² The population forecast includes both a near-term forecast (2021 to 2045) and a long-term forecast (2046 to 2071). Population projections are presented in Table 1.1. Over the next twenty years Aumsville is expected to be one of Marion County’s fastest growing communities. The PSU forecast estimates the population inside the Aumsville Urban Growth Boundary (UGB) will increase from 4376 people in 2020 to 6,250 people in 2045 just beyond the end of the city’s 20-year planning period. The average annual growth rate from 2023 to 2045 is estimated to be 1.44% annually.

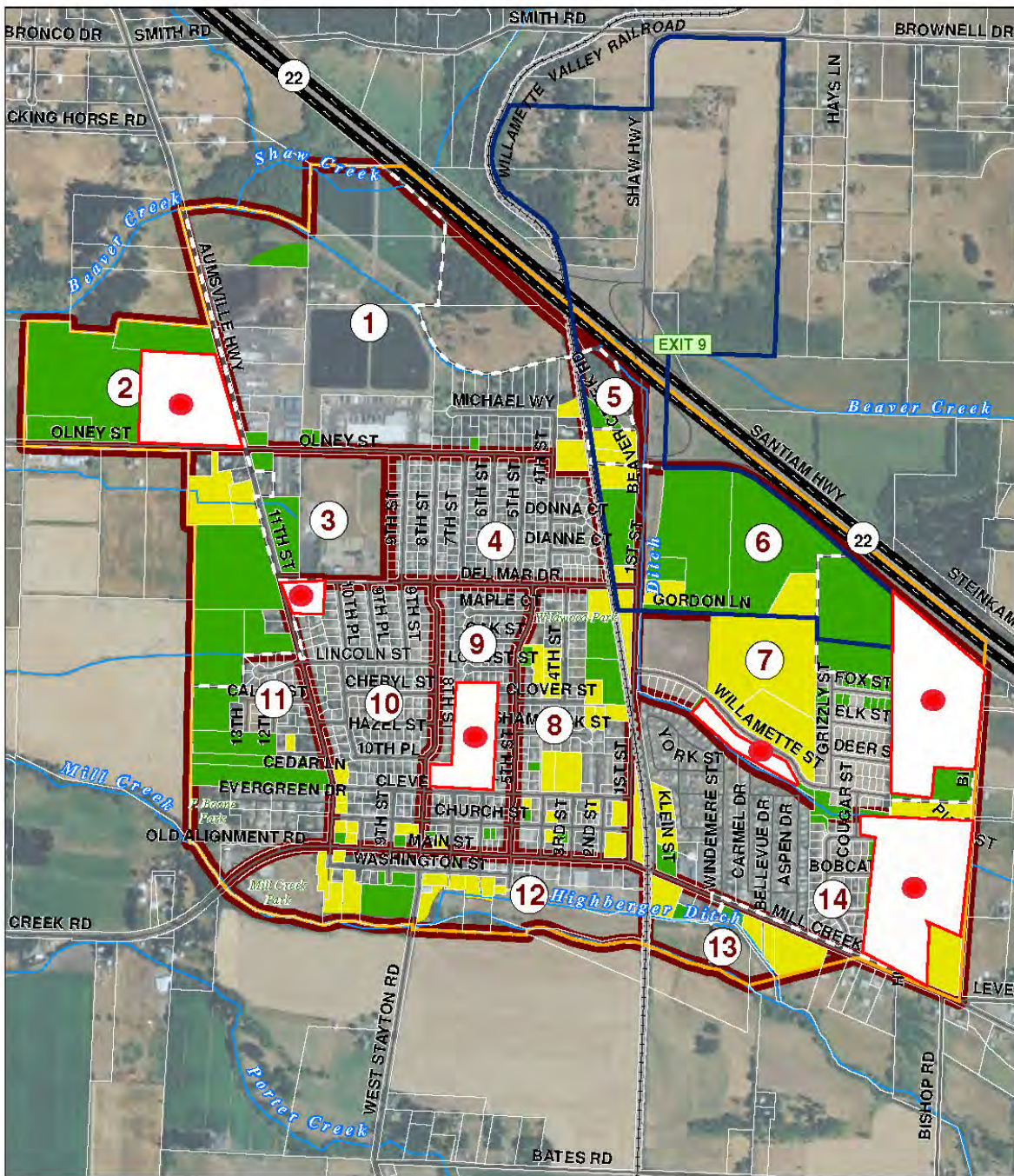
Table 1.1
City of Aumsville
Population History and Forecast Population Growth
1980 to 2045

Year	Actual Population for the City of Aumsville	Year	Population Forecast for Aumsville UGB
1980	1432	2025	4699
1990	1650	2030	5047
2000	3045	2035	5419
2010	3603	2040	5820
2015	3945	2043	6,074
2020	4376	2045	6,250

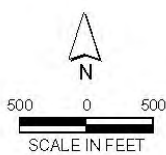
¹ [Aumsville Transportation System Plan](#), Prepared for the City of Aumsville by Parametrix, Portland, Oregon (October, 2010), Figure 3.3, p. 3-11.

² [Coordinated Population Forecast for Marion County, its Urban Growth Boundaries\(UGB\) and Areas Outside UGBs 2021-2071](#), prepared by Population Research Center, College of Urban and Public Affairs, Portland State University, Final Report dated June 30, 2021.

Map 1-2 – Buildable Lands in the Aumsville UGB
Aumsville Transportation System Plan



File: Aumsville_Buildable.mxd Date: March 2010



- Vacant Buildable Lands Inventory
- Partially Vacant Buildable Lands Inventory
- TAZ Boundary
- Interchange Area Management Plan Boundary
- Urban Growth Boundary
- Developed 2010-2023
- City Limits
- Highway
- Street Centerline
- Willamette Valley Railroad
- Streams and Drainage Ditches

Map 1
Buildable Lands
Within the Aumsville UGB
Except from the
City of Aumsville
Transportation System Plan
Ordinance 603 - October 2010

1.3 Public Involvement

The City provided a series of opportunities for the public to provide input.

1.3.1 Advisory Committee Meetings

The City Council appointed a Parks Master Plan Advisory Committee (Advisory Committee) in December 2015 to prepare the draft Aumsville Parks Master Plan update and solicit public comments. The Advisory Committee met bi-weekly from January to April 2016. They evaluated and recommended design plans for each existing park, reviewed and approved park standards and hosted the community open houses. The committee recommended adoption of the Aumsville Parks Master Plan in 2017, including Appendix A the narratives and master plan designs for each park.

In Fall 2022 the City appointed a small citizens advisory committee to develop a design for the development of the 22.57-acre Eastside Community Park. The committee met with the consultants periodically from November 2022 through May 2023. After two open houses and other community outreach events, the committee recommended a final design plan for the development of the Eastside Community Park and minor technical amendments to the adopted Parks Master Plan to update demographic information.

1.3.2 Parks Design Open Houses

On March 7, 2016 the City held an open forum for the public to offer feedback on multiple park design concepts prepared by landscape architect Brian Bainnson. Mr. Bainnson prepared two concept plan design for each park site. Attendees were asked to review the proposed concept drawings, identify park design elements they liked or disliked and leave their comments for the park designs on post-it notes or larger easel-pads. Community members were invited to make suggestions on the proposed location of future park sites, give input on the prospective acquisition of the former Marion County Public Works shops facility next to Porter-Boone Park and the Aumsville Ponds property from Marion County and provide comments on the proposed pedestrian trail network. Public comments are included in the community observation sections of the individual park narratives in Appendix A.

Park design plans were modified based to address questions and issues raised by the public. A second open house was held on March 28, 2016 to share the revised design plans with the community. Copies of the conceptual designs were also posted at City Hall to provide citizens an additional opportunity to submit comments. After the 2nd open house, the Advisory Committee reviewed and discussed the public comments with the consultants. The City Council held a visioning workshop in May 2016 to review the public comments and provide additional direction to the consultants. Final design plans were prepared for each park after the Council workshop. The City Council considered the parks plan document at several regularly scheduled council meetings at the end of 2016 and initiated a formal adoption of the plan document in 2017.

As part of the Eastside Community Park design update in 2023, the City solicited comments from community members via on-line surveys and at two community open houses held at the Aumsville Community Center. Committee members and the consultants visited multiple classrooms at Aumsville Elementary School and Cascade Jr. High School to obtain feedback from more than 400 students in the Spring of 2023. At the conclusion of the community meetings and on-site visits to the schools, the advisory committee met to finalize its design recommendation and plan narrative for the Eastside Community Park.

1.3.3 Public Hearings and Adoption

A final DRAFT of the Aumsville Parks Master Plan was prepared for community review. In November 2017 the Aumsville Parks Master Plan was forwarded to the Aumsville Planning Commission and City Council with a recommendation that they hold public hearings and adopt the plan.

The Aumsville City Council and Aumsville Planning Commission held a joint meeting on December 11, 2017 to consider public testimony and review the plan. At the conclusion of the public hearing, the Planning Commission recommended the City Council adopt the parks plan. On January 11, 2018, the Aumsville City Council adopted Resolution 1-18 adopting the Aumsville Parks Master Plan, as a technical amendment to the City of Aumsville Comprehensive Plan. After adoption of the plan, the City Council reviewed and updated the City's parks systems development charge to ensure it was consistent with the adopted plan. Resolution 19-18 was approved on December 12, 2018 updating the Parks SDC fees.

With the completion of the Eastside Community Park design plan in 2023, the Aumsville Planning Commission held a public hearing on June 15, 2023 to consider of an amendment to Chapter 6 – Parks and Recreation Element of the Aumsville Comprehensive Plan and the adoption of the Aumsville Parks Master Plan (June 2023 Update). The Planning Commission recommended the City Council adopt the updated Chapter 6 and the parks master plan by ordinance. The Commission's recommendation included the following actions:

1. Adopt a revised Chapter 6 "Park and Recreation Element" to the Aumsville Comprehensive Plan. The plan amendment will replace the Chapter 6 plan element which references the 1996 parks master plan and outdated information. The new Chapter 6 updates parks and recreation goals and policies and formally adopts the June 2023 update of the Aumsville Parks Master Plan as a technical amendment to the comprehensive plan.
2. Adopt the compiled Aumsville Parks Master Plan (June 2023 Update). The major changes in the 2023 parks plan update includes the following revisions:
 - a. Adds Appendix A-7 – Eastside Community Park master plan design and narrative.
 - b. Replaces Chapter 3 "Demographics" to update demographic information on the community and to update 20-year population projections consistent with the coordinated population forecast for Marion County and the City of Aumsville prepared by the PSU Center for Population Research in June 2021.
 - c. Incorporates multiple edits throughout the parks plan to reference the citizen involvement and adoption processes for the 2023 update, adds Appendix A-7 for the Eastside Community Park and updates the Master Parks Plan Map 7-1 to show the Eastside Community park site.
3. Initiate a Comprehensive Plan map amendment, zone change and annexation for the 22.57-acre Eastside Community Park site as soon as practicable.

On June 26, 2023, the City Council held a public hearing. After the closure of the public hearing and deliberations, the City Council concurred with the Planning Commission recommendations, adopted findings of fact that the parks plan complies with statewide planning goals and guidelines and adopted Ordinance 716.

2.0 – PARKS PLANNING

Local parks, natural areas, recreational facilities and open spaces are a part of the urban form that makes each small town unique. Public parks and open spaces are essential elements of a livable community. They provide venues for individual recreational activities and public gathering places for larger community activities such as a farmer’s market, community festival, parade or civic event. Local parks create opportunities for residents and visitors to interact with each other, play, make friends and create memories. They provide a nearby location for a family picnic, a quiet walk with the dog along a creek-side trail, a reflective moment at a memorial, a place to view the beauty of fall colors or a quiet spot to listen to the rustle of leaves. In Aumsville, the City’s parks and public spaces create a unique “sense of place”. They say to residents and visitors “This is Aumsville – a great place to live and play”.

As the community grows in the next two decades, the City of Aumsville will upgrade its public places. Community leaders will invest in parks, trails, plazas, streets and open spaces to serve a growing population. One of the challenges for a small city is to design and construct public spaces and parks to serve both the needs of individual citizens as well as the community but do not duplicate facilities provided by federal, state, county recreation providers or nearby cities.

This chapter reviews statewide planning requirements that apply to cities, Marion County and the Oregon Parks and Recreation Department. Local, state and regional park plans discuss recreational habits, activities and needs of Oregon’s citizens. They also describe existing and proposed parks and recreation facilities that are near Aumsville and are accessible to local residents.

2.1 DLCD Statewide Planning Goals Related to Parks and Open Spaces

The *Aumsville Comprehensive Plan* is the legally adopted land use plan that governs growth and development within the Aumsville city limits and the surrounding urban growth area. Under Oregon’s statewide planning program, the City’s comprehensive plan must comply with statewide planning goals adopted by the Land Conservation and Development Commission (LCDC) and the planning requirements of the Oregon Department of Land Conservation and Development (DLCD).

Each city in Oregon is required to provide land for public uses, protect natural resources, plan for the development of parks and open spaces, and provide recreational opportunities for local residents and visitors. DLCD’s statewide planning goals: Goal 2 - “Land Use”, Goal 5 - “Natural Resources”, Goal 6 – “Air, Land and Water Resources”, Goal 7 - “Natural Hazards”, Goal 8 - “Recreational Needs” and Goal 11 – “Public Facilities” and Goal 12 – “Transportation” each have elements in the goals, implementation policies and administrative rules that must be considered by local officials when planning for public spaces, local parks and recreational opportunities. The *Aumsville Comprehensive Plan* and its development code comply with the statewide planning goals. Under Oregon’s land use system cities and counties periodically update the comprehensive plan to reflect changing conditions and to anticipate future development in the community. The *Aumsville Parks Master Plan* is one of the technical studies that supplements the comprehensive plan.

2.1.1 Goal 2: Land Use Planning

Goal 2 requires the City to plan for all types of land uses including the provision of an adequate supply of land for public purposes. The *Aumsville Comprehensive Plan* map and Zoning Map include a Public “P” plan designation and zone which are used to regulate existing public uses and preserve publicly owned properties for public uses.

2.1.2 Goal 5: Natural Resources, Scenic and Historic Areas and Open Spaces Goal 6: Air, Water and Land Resources Quality Goal 7: Areas Subject to Natural Hazards

The purposes of Goals 5, 6 and 7 are to protect and conserve scenic and historic areas, to maintain and improve the quality of air, water and land resources and to protect people and properties from natural hazards. In order to comply with these statewide planning goals, the [Aumsville Comprehensive Plan](#) and the [Aumsville Development Ordinance](#) include goals, policies and development standards to protect natural resources and conserve historic and open space resources.

Chapter V of the [Aumsville Comprehensive Plan](#) addresses the Goal 5, 6 and 7 requirements to protect wetlands, groundwater resources and riparian corridors along Highberger Ditch, Mill Creek and Beaver Creek. These three streams are susceptible to periodic flooding. Mill Creek Park, Porter-Boone Park, Highberger Park and the proposed Mill Creek recreational trails are located along these waterways and much of the park land is within the 100-year flood hazard zone. Development in the 100-year flood hazard area along Mill Creek, Highberger Ditch and Beaver Creek are regulated to protect water quality and protect real property from flood damage.

Mill Creek and Beaver creek have also been identified by the Oregon Department of Fish and Wildlife (ODFW) as essential salmon habitat, due to their historic fish runs and capacity to support Chinook salmon and steelhead runs.¹ The US Fish & Wildlife, National Wetlands Inventory, interactive wetland mapper shows a few small wetlands inside the Aumsville UGB adjacent to Hwy 22 and the City of Aumsville wastewater facilities.² The City has identified small wetland areas in Porter-Boone Park, along Highberger Ditch and near the city's wastewater lagoons. The Aumsville Ponds also have locally significant wetlands. Development within delineated wetlands should be avoided, but development may occur if a wetlands permit is obtained from the Department of State Lands and wetland mitigation measures are followed. Wetlands associated with drainage swales may also exist on the Eastside Community Park site.

2.1.3 Goal 8: Recreational Needs

The purpose of Goal 8 is *“To satisfy the recreation needs of the citizens of the state and visitors, and where appropriate, to provide for the siting of necessary recreational facilities, including destination resorts.”* Local governments are required to plan for parks and recreational facilities in coordination with private enterprise, state and federal agencies. Oregon's small cities are encouraged to adopt a parks master plan that complies with statewide planning goal requirements. Proposed parks and recreational facilities should be planned for and developed in such quantity, quality and locations to meet the needs of local residents for a 20-year planning period.

Under Goal 8, the state recommends each city:

- inventory recreation needs,
- identify recreation opportunities,
- coordinate parks and recreation plans with other agencies,
- be consistent with the Statewide Comprehensive Outdoor Recreation Plan (SCORP),
- consider energy consequences of facility development, and

¹ Oregon Department of State Lands, Essential Fish Habitat Interactive Map, 2015.
Website: <http://chetco-new.dsl.state.or.us/esh2017/>

² US Fish & Wildlife, National Wetlands Inventory Interactive Map.
Website: <https://www.fws.gov/wetlands/Data/Mapper.html>

- encourage use of non-motorized recreational activities.

Local governments planning for the development of new parks and recreation facilities or redevelopment of existing facilities are encouraged to give priority to:

- recreation needs in high population areas,
- users with limited mobility and finances,
- maximize the conservation of energy in the transportation of people to parks and recreation facilities and also in the use of energy in the facility,
- minimize environmental deterioration,
- provide recreational facilities to the public at nominal costs, and
- meet needs of visitors to the state.

Goal 8 encourages local governments to adopt measures to finance and acquire park and recreation facilities. Cities are encouraged to take into consideration various techniques for land acquisition including, but not limited to, fee simple site acquisition, conservation easements, development rights acquisition and subdivision park land dedication. The adoption of a parks master plan will enable the City to effectively compete for grants from the Oregon Parks Department, Oregon Department of Transportation and private foundations.

Chapter III – “Public Facilities” of the Aumsville Comprehensive Plan includes a short section on Parks and Recreation. Chapter VI - “Recreation” includes excerpts from the 1996 Aumsville Parks Facilities Master Plan. These two chapters were included in the comprehensive plan update adopted in 1999 and will be replaced when this parks plan update is adopted in June 2023.

2.1.4 Goal 11: Public Facilities and Goal 12: Transportation

Goals 11 and 12 and the accompanying administrative rules (OAR 660-011 and OAR 660-012) require cities larger than 2,500 persons to prepare and adopt public facility plans and transportation system plans.

Public facility plans include (1) an assessment of the existing facilities, including deficiencies and needed improvements; (2) assessment of vulnerability to natural hazards; (3) updated system-wide facility maps; (4) timing of when public facility improvements will be needed; (5) cost estimates; (6) a prioritized capital improvements list (5-7-year list) and (7) a financing plan listing potential local, state and federal funding sources and opportunities. The City’s public facilities plans include the Aumsville Water Master Plan³ and several documents comprising the Aumsville Wastewater Facilities Master Plan⁴. The Aumsville Water Master Plan anticipates Porter-Boone Park and the Water Tower park site will continue to be used for key elements of the city’s water system. The Wastewater Facilities Master Plan includes long-term plans to use the 77+ acre irrigation site south of Mill Creek between W. Stayton Road and the railroad tracks for the land application of treated wastewater. This plan considers the use of small portions of these sites for parks and recreational use.

The transportation planning rule, OAR 660 - division 12, requires cities to plan for all types of transportation facilities including multi-purpose paths and trails which serve a recreational and transportation purpose. In October 2010, the City of Aumsville adopted the Aumsville Transportation System Plan (TSP) as Chapter IV of the city’s

³ Aumsville Water Master Plan (Final), Keller Associates, April 2015.

⁴ City of Aumsville Sanitary Sewer Master Plan dated November 2004, updated by technical reports and cost estimates in April 2007 and August 2016, prepared by James Schuette, PE, JMS Engineering, and the City of Aumsville “Wastewater Facilities Plan” dated June 1999 prepared by Balfour Consulting, Inc.

comprehensive plan. The TSP’s Chapter 5 “Bicycle and Pedestrian Element” provides a variety of recommendations for on-street bike lanes, sidewalks and safety enhancements. Three of the goals of the bicycle/pedestrian element are:

- Provide continuous bicycle and pedestrian facilities on arterial and collector roadways to connect neighborhoods, businesses, school, and parks. . . to ensure safe and efficient travel for all users.
- Provide a network of sidewalks, bike lanes and multi-use paths with access to important community destinations. The network will enhance safety and connectivity to key community destinations such as parks, schools, civic buildings, retail centers and neighborhoods.
- Add safety enhancements at intersections and roadway crossings.⁵

Figure 5-1 on the following page and the TSP narrative identify several improvement projects that address connectivity and access to Aumsville’s parks or add new recreational/multi-purpose trails in the community. Figure 5-1 from the Aumsville TSP shows the following projects:

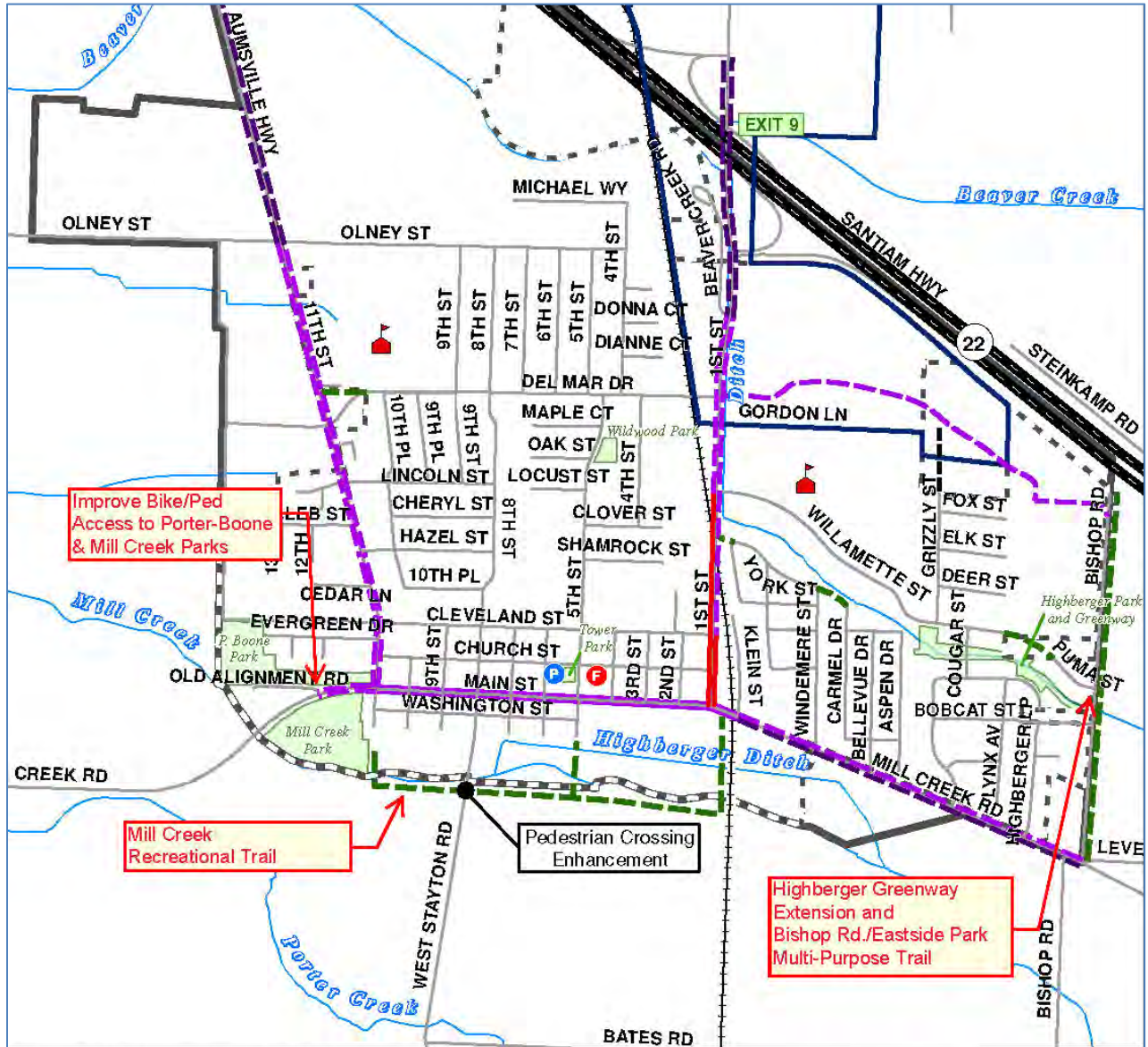
1. Porter-Boone/Mill Creek Park Pedestrian/Bicycle Access: New/improved bike lane and pedestrian access from Main Street / Mill Creek Rd. to both Porter-Boone and Mill Creek parks.
2. Mill Creek Recreational Trail: Construct a recreational from Mill Creek Park to the railroad tracks and the Main Street/1st Avenue intersection.
3. Highberger Greenway Extension and Bishop Rd. Multi-Purpose Trail: Extend Highberger Greenway to the east of Bishop Rd. and construct a multi-purpose trail adjacent to Bishop Road south to Mill Creek Road.



Highberger Greenway – Recreational Trail

⁵ Aumsville Transportation System Plan, prepared for the City of Aumsville by Parametrix, Portland, Oregon (October, 2010), p. 5-4.

Map 2-1
Existing Bicycle Facilities and Proposed Bike / Ped Improvement Projects
Aumsville Transportation System Plan



File: Aumsville_BikePed_Improvements.mxd Date: July 9, 2010



Figure 5-1
Existing Bicycle Facilities and Proposed Improvement Projects

2.2 Statewide Comprehensive Outdoor Recreation Plan (SCORP)

OPRD has a key role in planning, conducting research and providing guidance to local governments and private recreation providers on contemporary parks issues. The SCORP enables Oregon to qualify for funding from the Land and Water Conservation Fund (LWCF), a federal program established in 1964 to create parks, preserve open spaces and wildlife habitats, and enhance recreational opportunities. The LWCF allots federal grant money to states, which in turn, provides grants to local parks and recreation agencies. To qualify for an LWCF federal appropriation, a state must complete a SCORP study every five years. The plan also provides guidance for other OPRD-administered grant programs including the Local Government Grant, County Opportunity Grant, and Recreational Trails Grant programs.

2.2.1 SCORP Research and Findings

The 2008 SCORP summarizes demographic changes in Oregon during the 1990's and 2000's, describes how Oregonians use parks and recreational facilities and reviews national and statewide recreation trends. The 2008 SCORP recommends local recreation providers adapt to four significant trends on how Oregonians recreate and use public parks facilities. Those trends are: (1) fewer Oregon youth are learning and using outdoor skills, (2) Oregon's rapidly aging population will generate different demands on parks and recreation facilities; (3) Oregon is becoming increasingly diverse, and (4) there is an overall physical activity crisis in the state.

In 2013, OPRD released the 2013-2017 SCORP. It includes a wealth of research data about the recreational activities, desires and needs of Oregonians. The 2013 SCORP includes results of a 2011 Oregon State University survey of almost 9,000 Oregon residents (*Oregon Resident Outdoor Recreation Demand Analysis*) and another survey of parks and recreation service providers that identifies park facility priorities and funding needs through 2020. The updated 2013 SCORP also provides guidelines for local governments on parks facility standards, development and maintenance of sustainable parks and a tool-kit for the development of local parks and recreation facility plans.

Oregon Outdoor Recreation Trends

1. Oregon's population is rapidly aging.

By 2030, 20% of Oregon's population will be over the age of 65. The 2000 US Census showed 12.4% of Oregonians were senior citizens (age 65+). The percentage of seniors increased to 13.9% in 2010 and 16.0% by 2014.⁶ With an aging population comes health and economic challenges. Parks and recreation providers play a key role in providing opportunities for senior citizens to maintain good health, through such activities as walking, biking or active participation in outdoor leisure sports and recreational programs.

***In 2030,
20% of Oregon's population will be
65 years of age or older.***

***Seniors have a strong desire
to stay physically active and
engaged with their community.***

The 2013 SCORP report presents several findings regarding the recreation activities and needs of senior citizens. Seniors have a strong desire to stay physically active and engaged with their community.

- a. Walking was the top physical activity for respondents age 40-79.

⁶ *Oregon Demographic Trends*, Office of Economic Analysis, Oregon Department of Administrative Services, State of Oregon, December 2012 and U. S. Bureau of the Census, American Community Survey, Annual Estimates of Resident Populations, 2010 and 2014.

- b. Senior citizens engage in nature viewing, bird watching and RV/tent camping.
- c. Increasing participation rates in active outdoor recreation such as camping, biking, and water oriented activities.
- c. Survey respondents want clean and well-maintained parks, walking/hiking trails close to home, and more free-of-charge recreational opportunities.
- d. Retirees are willing to volunteer their time and expertise, but are not always sure how or where they can volunteer in the local community.

Local parks and recreation agencies can provide facilities which enable older Americans to stay physically active and provide opportunities for citizens to volunteer their time. Studies show that volunteering helps older adults maintain physical and mental health. More effort is required to convey information to senior citizens about close-to-home volunteer opportunities.

2. Few Oregon youth are learning outdoor skills.

Although Oregon has abundant natural resources and opportunities to recreate outdoors, youth are gravitating towards an indoor virtual reality, whether from surfing the Internet, using social media, or playing video games. Compared to prior studies, the 2013 SCORP data shows participation in outdoor recreation opportunities such as camping, fishing, and hunting has dramatically decreased. National and statewide surveys forecast this trend will continue. Health professionals agree it is important for youth to be engaged in outdoor activity. Research has shown that adults have a greater chance of being physically active in adulthood if they participated in outdoor recreation when they were young.

Parent and youth surveys conducted as part of the 2008 SCORP study revealed parents believe their children should spend more time outdoors. The study found there are certain factors that limit youth participation in outdoor activities: lack of information about available recreational opportunities and the cost to participate (especially for low-income families). The survey of Oregon’s youth found they are most interested in being able to play outdoor field games, followed by biking and camping. Oregon’s youth are aware the state has extensive year-round outdoor recreation opportunities and expressed a desire for more opportunities to play or recreate outdoors in small groups or with friends. Recreation activities of interest ranged from fishing, hiking and river tubing in the summer to skiing and sledding in the winter. Despite the expressed interest, actual participation rates in these outdoor activities continue to decline.

**2013 SCORP data
shows youth participation in outdoor
recreation opportunities
such as camping, fishing, and hunting
has dramatically decreased
over the past 30 years.**

The SCORP concludes providing fun and engaging outdoor activities to Oregon’s youth will help to reestablish a foundation that has been symbolic to Oregon’s history. Active involvement in outdoor recreation builds a personal connection between the individual and the environment that grows more important as the individual grows older. To help reverse the declining levels of youth participation in outdoor recreation activities, public and private parks and recreation providers need to develop opportunities that draw families and youth out of homes and into nature. The SCORP offers several recommendations to local and regional recreation agencies:

- a. Inventory the local private, non-profit, and governmental family and youth facilities/programs and assess whether they are appropriate for today’s youth.
- b. Develop relationships with the above facilities/programs to ensure they are running at their highest potential. It is possible that more information is needed to increase awareness about the

opportunities, including low-cost or free options that all families can afford. Extol the importance of developing outdoor skills and maintaining physical activity.

- c. Strive to make sure outdoor public spaces are safe for youth and families.

3. Oregon is becoming increasingly diverse.

The share of Oregon’s population that is Hispanic, Asian, and African-American will grow from 13% in 2000 to 22% in 2020. SCORP research has shown that non-white groups are less likely than whites to participate in outdoor activities and forego the many health and social benefits that outdoor recreation can offer.

As the minority populations grow in number, there is a need for a greater understanding of the factors that limit the number of Hispanic, Asian, and African-American community members who visit park and recreational facilities. The SCORP study included surveys mailed to a random sample of Hispanic and Asian households to gather information about the respective group’s recreational needs and concerns. The factors that led to spending fewer days participating in outdoor activities than whites were lack of information (such as knowledge of age/gender-appropriate programs), safety concerns, and the costs to participate. The survey did show an interest in outdoor recreation if these constraints were overcome.

OPRD conducted focus groups that centered on the opportunities and constraints of increasing outdoor activity among non-white groups. OPRD recommendations to local governmental and recreational agencies are:

- a. Develop recreational facilities that are large enough to host extended families. This is especially important for picnic facilities.
- b. Recruit a diverse staff and establish relationships with trusted community leaders that can help enhance awareness of regional opportunities to respective groups. Some of their ideas might be to include non-English languages in pamphlets and website that target overlooked groups or create age/gender appropriate recreation teams.

4. More Oregon residents are becoming physically unhealthy.

Oregon’s population has become unprecedentedly obese. This can be correlated with the declining rates of physical activity. Health effects from obesity are significant; overweight and obese individuals have a higher incidence of chronic diseases such as coronary heart disease and Type-2 diabetes. The health costs of being physically inactive and not maintaining a good diet are not just limited to physical well-being, as mental illnesses such as depression have increased as well. These findings are given a firmer foundation when it is noted that a greater number of Oregonians (56%) are physically active and have lower rates of chronic diseases than sedentary adults (44%).

There is good news in the SCORP findings that counteract the national and state trend towards increasing physical malaise. The study reports that *“Public facilities such as trails, swimming pools and parks that are conveniently located have been found to be positively associated with vigorous physical activity in a number of studies, among both adults and children.”*

Regions of the state that have more hiking or urban trail miles per household had higher rates of physical activity among the local population. This finding was from an October 2007 report from Oregon State University, *“Health and Recreation Linkages in Oregon: Physical Activity, Overweight, and Obesity”*. The report states health benefits accumulate quickly as the movement towards physical activity begins, and even obese residents who maintain levels of activity have lower morbidity and mortality than normal weight individuals who have a lower physical activity regime.

The state encourages local parks and recreation providers to focus on providing recreational facilities that can positively influence increased physical activity to the population, in order to help decrease rising obesity and health costs in Oregon. One of the roles a small city can play is to support an environment that is healthful to residents and visitors and limits stress-inducing factors that beleaguer the population. Local plan policies may:

- a. Promote physical activity by developing pedestrian and bicycle paths through local parks and open space that are close to home.
- b. Develop a variety of recreation facilities, equipment and features to entice various users to use local parks as a destination, no matter the occasion or circumstances.
- c. Market to at-risk groups. Provide information on the presence of existing trails, parks and recreation facilities and promote the health benefits of regular outdoor exercise.

These trends reflect how Oregon has been changing over the last decade. It is important for the *Aumsville Parks Master Plan* to bring into focus how the City can aid in solving inherent challenges that come with an aging population, declining youth outdoor activity, diversifying demographics, and rising rates of obesity.

2.2.2 2013-2017 SCORP “ENSURING OREGON’S OUTDOOR LEGACY”

In 2012, OPRD adopted a new five year Statewide Outdoor Recreation Plan entitled “*Ensuring Oregon’s Outdoor Legacy.*” The 2013-2017 SCORP is the current five-year plan for Oregon outdoor recreation. The plan provides an overview of the role and responsibilities of federal, state, and local providers of recreational facilities and services. Local providers are identified as county, municipal, special district, school and private sector.

The SCORP states the mission of local recreation providers should be to provide natural areas, parks and recreation facilities, services and programs to meet the needs of the population it serves.

Aumsville does not have the staffing and resources to provide extensive year-round recreation programs and services. The City of Aumsville has provided a popular summer recreation program at Porter-Boone Park. The weekly recreation program serves 250 children from pre-school age through middle school. Children and parents engage in reading, crafts, games and group activities. Participants also receive breakfast and lunch. From 1995 to 2017, the City of Aumsville has made significant improvements to the city’s public parks. The City Council, city hall administration and public works department have committed to providing quality parks and outdoor recreation facilities such as neighborhood parks, bicycle and walking trails and playgrounds.

Mission of the
City of Aumsville as a
Local Recreation Provider

To provide natural areas, high quality park and recreation facilities, services and programs that meet the needs of the diverse population it serves.

The 2013-2017 SCORP provides survey data on outdoor recreation use by Oregonians and recent recreational trends. Based on the data, the SCORP provides policy guidance to the state’s recreation providers on how to plan for and address recreational needs of Oregonians in the next ten years. It recommends cities and counties adopt park and recreation plans and policies that address Oregon’s current recreational needs and identified priorities. The SCORP - “*Ensuring Oregon’s Outdoor Legacy*” can be found at the OPRD website:

http://www.oregon.gov/oprd/PLANS/docs/scorp/2013-2018_SCORP/2013-2017_Oregon_SCORP.pdf

During the preparation of the 2013-2017 SCORP, OPRD surveyed almost 9,000 Oregonians to identify their recreational activities and priorities and then tabulated the results on both a statewide and a county-by-county basis. Survey respondents identified the values and benefits of services delivered by Oregon’s park and recreation providers. The highest rated values and benefits were: (1) improving physical health and fitness, (2) making the local community a better place to live, and (3) preserving open space and the environment.

1. Marion County Survey Results

OPRD surveyed public recreation providers and Oregon residents in 2011. Two survey instruments were used for recreation providers: the first survey was for entities which provide recreational facilities and services inside urban growth boundaries and the second survey for agencies that provide recreational facilities and services in rural areas. Agencies were asked to identify the highest priority needs for funding “close to home” recreation facilities during the next five years.

Oregon residents were asked a similar question. Residents were asked to rate 17 recreational priorities using the question: *What should local parks and forests in or near your community invest in? For each of the following amenities [17 were listed], please indicate the level of priority for future investment.* Both surveys used a rating of 1 to 5, with a rating of 5.0 indicating a high priority and 1.0 indicating a low priority. The following table shows the compilation of results of the highest priorities for Marion County.

Table 2-1
2011 SCORP Survey Results
Recreational Facility Priorities in Marion County

<i>Public Recreation Provider Survey</i>		<i>Oregon Resident Survey Marion County Results</i>	
Close to Home Priorities	Score	Needed Recreation Facility	Score
Public restrooms	3.9	Soft surface walking trails	3.7
Children’s playgrounds	3.8	Public access sites to waterways	3.4
Trails connecting communities and parks	3.7	Children’s natural play areas	3.3
		Small group picnic shelters	3.2
		Paved / hard surface walking trails	3.2

The priorities of residents in Marion County were similar to the priorities of all Oregonians, with a few minor exceptions. Four of the top six priorities from the statewide results are similar to those identified by area residents:

- a. Soft surface walking trails
- b. Public access to waterways
- c. Nature and wildlife viewing areas.
- d. Playgrounds with natural play materials.
- e. Picnic areas for small groups
- f. Off-street bicycle trails.

2. Key Statewide Issues Facing Parks and Recreation Providers: Funding and Sustainability

Another key finding of the 2013-2017 SCORP is that *“Funding maintenance of existing parks and recreation facilities and funding for the construction and development of new parks and recreation facilities”* poses a major

challenge to local parks and recreation providers. Parks and recreation providers and OPRD identified the following issues confronting them during the next ten years:

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

OPRD used these issues to develop application and funding guidelines for its grant programs including the Local Government Grants Program and Recreational Trails funding programs. As cities look at their existing park facilities and plan for future park improvements, they will be expected to incorporate best management and sustainable management practices so that they can continuously maintain high quality park facilities.

2.3 Federal, State and County Parks

The City is fortunate to be located near federal, state and county recreation sites within the North Santiam River canyon, along the Little North Fork River and within the Willamette National Forest.

The North Santiam Canyon from Lyons east to the Santiam Pass has a wealth of local, state and federal parks and recreation sites. Beginning with Linn County's John Neal regional park a traveler headed east on Oregon Hwy 22 encounters a wide variety of passive and active recreational sites every few miles. North Santiam State Park, BLM's Fisherman's Bend campground, Detroit Lake State Park, Marion County and BLM day use parks along the Little North Fork and the main stem of the North Santiam River all serve local residents and visitors. These parks include developed campgrounds, the Opal Creek wilderness area, waysides, small riverside recreation sites, boat launches, forest lands, natural areas and winter recreation sites. In addition, Silver Falls State Park, Oregon's largest state park in the Willamette Valley, has large group picnic facilities, spectacular waterfalls and miles of hiking trails. Aumsville's residents benefit from their close proximity to these facilities and the multitude of outdoor recreation opportunities they provide.

The SCORP identifies needs and plans for parks and open spaces to serve the entire state. The Linn County and Marion County parks and recreation plans describe each county's vision, recommendations and strategies on how they will address and meet the recreation needs of their citizens. Although Aumsville is located in Marion County the Aumsville Parks Plan can benefit by coordinating its plans for parks and recreation facilities with the parks and recreational facility plans of both counties.

2.3.1 Marion County Parks

The *Marion County Parks Master Plan* (Marion County Public Works Department, prepared by MIG, Inc., April 2010) sets forth the County's vision: *to provide an interconnected, safe, accessible and well-maintained parks system that provides diverse recreation opportunities to residents and visitors, and preserves our County's bountiful natural and historical resources.*⁷

⁷ Marion County Parks Master Plan, Marion County Parks Department, prepared by MIG, Inc. page iv.

Map 2-2
Marion County Parks Master Plan
Marion County Parks in the Aumsville Area



Map from Marion County Parks Master Plan, Appendix B, p. 70
courtesy of the Marion County Public Works Department

In the Aumsville area, Marion County has three natural areas, but no developed recreation sites. Two of the natural areas are accessible to the public for passive recreational use:

1. **Aumsville Ponds**: A 77.80 natural area with ponds, wetlands and nature trails. The park is located at the intersection of Bates and Bishop Roads one mile southeast of the City of Aumsville. The ponds serve as the headwaters of Porter Creek. The Aumsville Ponds site is identified by Marion County as a natural heritage park. The park has a restroom, gravel parking area, small picnic area and fishing pier on the south side of the largest pond. Aumsville Ponds Park is popular for picnicking, swimming, fishing, and nature watching.
2. **Bonesteele Park**: A 30.88-acre undeveloped park north of Aumsville Highway approximately 4-miles west of the Aumsville city limits. This natural area has a mature Oregon Oak forest, restored prairie habitat and open grassland. Marion County manages the park as a natural area, trails are accessible, but domestic animals such as dogs and horses are prohibited.

3. Wiseman Island: A 97.9-acre undeveloped natural riparian area along the North Santiam River near Marion. Due to flooding, wetlands and the high quality of the riparian habitat Marion County has no plans for public access or development of the site.

Marion County has three small riverside parks along the Little North Fork of the North Santiam River on Little North Fork Road. North Fork Park is the closest of these parks to Aumsville.

4. Little North Fork Park (Little North Fork): A 13.54-acre park with sandy beaches and small swimming area along the Little North Fork River one mile north of the Hwy 22 intersection. The park has rustic picnic areas and fishing access points along the riverbank. Marion County proposes to improve the parking lot and picnic facilities in 2017
5. Bear Creek Park (Little North Fork): A 16.38-acre riverside park with walking trails, picnic areas, restrooms and fishing access to the river.
6. Salmon Falls Park (Little North Fork): This 22.55-acre park is located north of Elkhorn Golf Course. The park is a heavily wooded park along the banks of the Little North Fork River. A 30- foot tall waterfall creates a popular swimming hole for teenagers and young adults.⁸

Further east beyond Mill City, Marion County has three developed parks within the North Santiam Canyon on Oregon Hwy 22 with river access to the North Santiam River.

7. Minto Park (N. Santiam River): A 71.7-acre forested park on Hwy 22 along the N. Santiam River east of Gates with an extensive trail network, day-use picnic facilities and river access.
8. Niagara Park (N. Santiam River): A 30.68-acre park on Hwy 22 along the N. Santiam River between Gates and Big Cliff dam. This park has remnants of an historic dam, day-use picnic area, hiking trails, fishing and river access.
9. Packsaddle Park (N. Santiam River): A 5.6-acre park on Hwy 22 just east of Gates. This small park is a popular put-in point for kayakers, drift boat fisherman and river rafters. The park has fishing access to the N. Santiam River and Packsaddle Creek.⁹

Marion County anticipates it will achieve its vision for the county’s parks and recreation facilities by focusing on the following desired outcomes:

- *Protect and enhance our natural and historical resources*
- *Provide diverse recreation opportunities that are responsive to changing community needs*
- *Provide an interconnected park system that provides opportunities for active transportation and recreation*
- *Protect and preserve the public’s resources and investment*

Marion County Parks Vision:
The Marion County Parks Program will provide an interconnected, safe, accessible and well-maintained parks system that provides diverse recreation opportunities to residents and visitors, and preserves our County’s bountiful natural and historical resources.

⁸ Ibid, Marion County Parks Master Plan, pages 21-25.

⁹ Ibid, Marion County Parks Master Plan, pages 21-25.

- *Provide opportunities for river access and recreation*
- *Develop and enhance community partnerships*
- *Enhance public involvement and awareness of Marion County Parks*
- *Maintain and enhance long-term financial stability¹⁰*

The Marion County Parks Master Plan recommends minor changes to its parks near Aumsville:

1. **Aumsville Ponds:** Aumsville Ponds will be retained as a natural area. Trail improvements, enhancements to the fishing pier to improve accessibility for disabled users and minor upgrades to picnic facilities are proposed. City and Marion County officials will discuss a possible transfer of ownership of the Aumsville Ponds site to the City of Aumsville.
2. **Bonesteele Park:** Marion County anticipates Bonesteele Park can be a laboratory for environmental education for K-12 and college students from Corban University. Plans include adding interpretive signage, enhanced restoration efforts for the forest and prairie habitats and improvements to the parking lot and trails to improve accessibility for the disabled users.

The *Marion County Parks Master Plan* also recommends several Priority 1 parks planning projects for parks in eastern Marion County. New master plans and camping facility assessments are recommended for Minto, Niagara and North Fork parks. Priority 1 non-capital projects include collaboration with local agencies to enhance and develop the North Santiam Canyon Trail network.

2.3.2 Linn County Parks

Linn County has a well-developed regional park system with over 1,350 acres of park land with several sites within a one-half hour drive of Aumsville. Linn County has one developed park in the North Santiam canyon area near Lyons and two improved boat ramps on the North Santiam River at the Hwy 226 bridge in Lyons and south of the Stayton-Scio Road bridge in Stayton. John Neal Park in Lyons is a 27.6-acre campground with 36 camp sites, a group picnic area and day-use picnic facilities situated next to the North Santiam River in Lyons.

The *Linn County Parks and Recreation Master Plan* (Linn County Parks Department, prepared by MIG, Inc., January 2009) sets forth the County’s vision: *to provide a diversity of parks and recreation opportunities that support a healthy community, protect the natural environment, and enhance quality of life for all residents.*

Linn County anticipates it will achieve its vision for the county’s parks and recreation facilities by focusing on the following desired outcomes:

- *Promote health and wellness*
- *Provide diverse opportunities*
- *Protect natural & historical resources*
- *Achieve financing stability*
- *Develop community partnerships*
- *Reinvest in Linn County’s existing parks and recreation facilities.¹¹*

Linn County Parks Vision

Provide a diversity of parks and recreation opportunities that support a healthy community, protect the natural environment, and enhance quality of life for all residents.

¹⁰ Ibid, page iv.

¹¹ Linn County Parks and Recreation Master Plan, Linn County Parks Department, prepared by MIG, Inc. page ii.

Map 2-3
Linn County Parks Master Plan
Linn County Parks – Northern Linn County closest to the Aumsville Area



Map from Linn County Parks and Recreation Master Plan, p. 87
 courtesy of the Linn County Parks Department

Linn County plans to improve John Neal Park by upgrading RV camping facilities, enhancing the trail network, improving ADA accessibility, adding interpretive signage, and improving connectivity with the adjacent City of Lyons park.

Map 2-4
Linn County Parks Master Plan
Linn County Parks – North Santiam Canyon Area – Mill City east to Detroit Lake



Map from Linn County Parks and Recreation Master Plan, p. 87
 courtesy of the Linn County Parks Department

2.3.3 Regional Parks: Bureau of Land Management and State Parks

The two counties, the federal Bureau of Land Management (BLM) and the Oregon State Parks Department provide recreational facilities to serve a larger regional or statewide population. They address some of the pressing recreation needs identified at the state level: Oregon residents need safe public places where they can maintain a level of activity to improve physical and mental health, and a diversifying population calls for a mixture of recreational opportunities.

The Bureau of Land Management operates three fee-based campgrounds and recreation sites in Marion County along the Little North Fork and North Santiam Rivers and the Oregon State Parks Department operates the North Santiam State Park about 2 miles west of the Fisherman’s Bend campground on Hwy 22. These are:

1. Fisherman’s Bend (North Santiam River): This BLM campground is one mile west of Mill City on Hwy 22. The park is located along the North Santiam River. Facilities include day use picnic areas, a group picnic shelter, and campsites. The campsites are open April to October.
2. Elkhorn Valley and Canyon Creek Recreation Sites (Little North Fork): These two recreation sites offer campsites and picnic areas. They are part of a cluster of parks and recreation sites located along the Little North Fork River. They are near the Elkhorn Valley Golf Course and Bear Creek county park on the Little North Fork Rd.
3. North Santiam State Park: This day use park has a group picnic shelter, 9 walk-in/boat-in tent camping sites, restrooms and walking trails. A paved road from Hwy 22 leads to a river-side take-out and boat launch area for drift boats, kayaks and rafts. The park is a popular fishing site and day use recreation area.

2.4 Coordination of Planning Efforts with the Aumsville Parks Master Plan

Cities are responsible for providing urban parks and recreation facilities. Both county plans and the SCORP recognize cities will provide community-based recreation facilities, rather than rural, resource-based parks, natural areas and outdoor recreation activities. Due to the plethora of nearby regional and state park and forest lands, Aumsville can focus on providing neighborhood and community parks rather than larger regional park facilities.

This plan recommends the City of Aumsville:

- a. Continue to develop and extend recreational trails and facilities that are safe and convenient to area residents and that visibly encourage running, walking, jogging and biking.
- b. Take advantage of Mill Creek and the Highberger Greenway as a multi-use recreation area for both the active recreational enthusiast as well as the more passive use of families and seniors.
- c. Develop community parks and neighborhood parks that provide park and recreation facilities for Aumsville residents and visitors to the community. Key facilities will include multi-purpose grassy open spaces, playgrounds, walking trails, picnic areas and restrooms.
- d. Focus on improving existing park facilities and plan for future improvements that will serve senior citizens, youth, families, and diverse ethnicities.
- e. Market the parks and recreation opportunities to all types of user groups, including seniors, youth and at-risk groups.

3.0 – CITY OF AUMSVILLE POPULATION AND DEMOGRAPHICS

The Comprehensive Plan uses historical population information to explain how the community has developed over the past century. Population growth projections are used to forecast the amount of land needed for future residential, commercial, industrial and public uses, to plan for the expansion or modification of the City’s Urban Growth Boundary and to plan for the scope and timing of needed public facilities. Aumsville’s population projections and anticipated growth rates are based on coordinated population projections prepared for Marion County which have been approved by the State of Oregon. These projections rely on a review of historical growth rates, county-wide trends and statewide demographic characteristics.

3.1 Population Trends

Oregon: In the three decades from 1990 to 2020 Oregon’s population grew at a pace faster than the nation. Oregon’s population growth has historically been heavily affected by the state of the economy. In good economic times, migration of people to Oregon fueled population growth. Net migration (people migrating to Oregon minus out-migration of people leaving the state) accounted for three-quarters of Oregon’s population growth in the 1990’s and 51% of Oregon’s population growth in the 2000’s. Population growth and net migration slowed during the Great Recession (2008 to 2013) due to poor economic conditions and high unemployment rates in the state. Population growth since 2010 has been largely due to natural population growth (more births than deaths) rather than rapid in-migration. However, net in-migration accelerated again beginning in 2013.

Table 3-1
Historic Population Growth Rates 1990–2020

	1990	2000	2010	2020	Changes in Population		
					1990-2000	2000-2010	2010-2020
U.S.	248,709,873	281,421,906	308,745,538	331,449,281	13.2%	9.7%	7.4%
Oregon	2,842,337	3,421,437	3,831,074	4,268,055	20.4%	12.0%	11.4%
Willamette Valley	1,962,816	2,280,631	2,684,933	3,021,035	16.2%	17.7%	12.5%
Marion County	228,483	284,837	315,391	349,120	24.7%	10.7%	10.7%
Linn County	91,227	103,083	116,672	127,320	13.0%	13.2%	9.1%
Salem	108,846	137,569	154,637	168,970	26.4%	12.4%	9.3%
Aumsville	1,673	3,036	3,584	4,234	82.0%	19.3%	18.1%
Silverton	5,635	7,433	9,222	10,520	31.9%	24.1%	14.1%
Stayton	5,011	6,816	7,644	7,880	36.0%	12.1%	3.1%
Sublimity	1,493	2,150	2,681	3,050	44.0%	24.7%	13.8%

Sources: U.S. Census Bureau and Population Research Center, College of Urban and Public Affairs, Portland State University.

Willamette Valley: The Willamette Valley is Oregon’s population center.¹ Over 70% of Oregon’s population lives in the Willamette Valley, which contains only 14% of the state’s land area. Population is concentrated in the metropolitan areas of Portland, Salem, and Eugene. Oregon’s population growth will continue to occur in the Willamette Valley, major cities and the Portland metropolitan area.

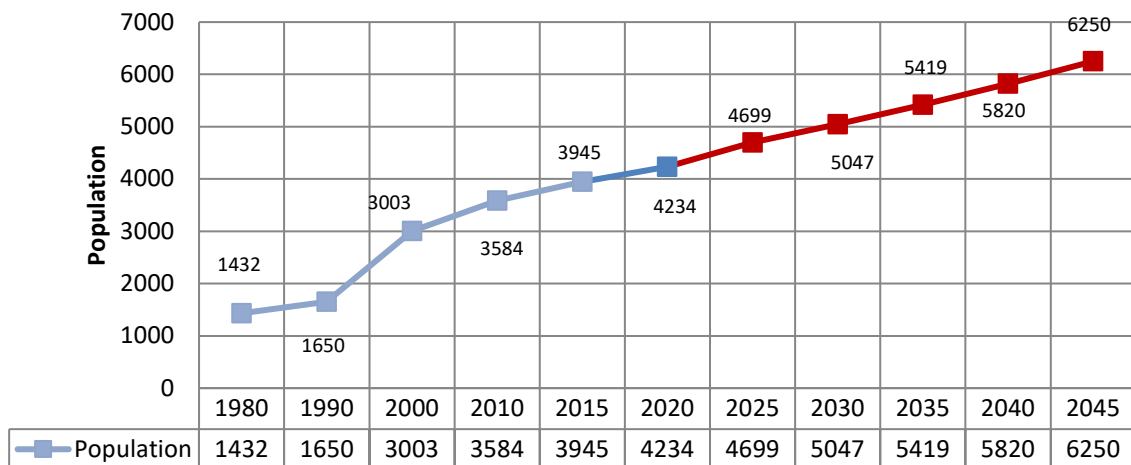
Marion County: Marion County is located in the mid-Willamette Valley south of the Portland metropolitan area. Since 1980 Marion County has grown faster than the state as a whole and faster than the other Willamette Valley counties. Table 3-1 shows that Salem and its nearby suburbs and small cities have seen the highest growth rates. The population in Aumsville has more than doubled from 1,673 residents in 1990 to 4,212 persons in 2022, a 140% increase.

City of Aumsville: The City of Aumsville is located 10 miles east of Salem along Oregon Highway 22, the main state highway connection between the mid-Willamette Valley and central Oregon, travels along the northern edge of the city. Hwy 22 provides an easy 15-minute commute to downtown Salem, the I-5 corridor and Salem’s east-side industrial areas, which makes Aumsville an attractive suburb for new residential development. The population history Table 3-2 shows Aumsville’s annual Census population from 1940 to 2022. Table 3-3 shows historic population growth and population estimates for Aumsville for the period 2020 to 2045 prepared by Portland State University’s Population Research Center.

Table 3-2
Aumsville
Population History

Year	US Census	PSU Estimate	% Change
1900	---		
1920	171		
1940	174		
1950	281		
1960	300		6.8%
1970	590		96.6%
1980	1,432		142.0%
1990	1,650		15.2%
2000	3,003		84.5%
2010	3,584		19.3%
2015		3,945	10.1%
2020	4,234		7.3%
2021		4,237	
2022		4,212	

Table 3-3
Aumsville Population History and Projection
1980 to 2045²



¹ The Willamette Valley is composed of Benton, Clackamas, Lane, Linn, Marion, Multnomah, Polk, Washington, and Yamhill counties.

3.2 Population Projections

In 2013 the Oregon legislature passed a law delegating responsibility for preparing population forecasts to PSU’s Population Research Center. Under the law each county-wide population forecast will have a 50-year time horizon. The population forecasts will be updated every four years and the county-wide population forecast will be coordinated with each incorporated city. In 2021, PSU’s Population Research Center prepared an updated population forecast for Marion County and its incorporated cities. The population forecast includes both a near-term forecast (2021 to 2045) and a long-term forecast (2046 to 2071).

PSU’s Center for Population Research anticipates net migration will increase from a low of 32% of the annual population increase in 2010 to more than 2/3rds of the Oregon’s annual population growth in the year 2020 (28,000 people annually). The near-term forecast estimates Oregon’s population will grow faster than the nation.² Because of its location in the mid-Willamette Valley, Marion County’s population is expected to grow by more than 67,000 residents in the near-term and by more than 175,000 residents during the entire 50-year forecast period. The County’s long-term population forecast is based on a review of state-wide trends, fertility rates, mortality rates, life expectancy and in- and out-migration patterns.

Table 3-4
Forecast Population Growth for Aumsville
2010 – 2070

Year	Marion County Population Forecast			City of Aumsville UGB Population Forecast		
	Population	Change	% Change	Population	Change	% Change
<i>Actual Population</i>						
2010 Census	315,335			3,584		
2020 Census	345,920	30,585	9.70%	4,234	650	18.1%
2022 PSU Est	348,616	1,262	0.78%	4,212	-22	-0.52%
<i>Population Forecast</i>						
2020	349,121			4,376		
2025	361,629	12,508	3.58%	4,699	323	7.4%
2030	374,586	18,321	3.58%	5,047	347	7.4%
2035	388,006	16,932	3.58%	5,419	373	7.4%
2040	401,907	15,156	3.58%	5,820	401	7.4%
2043				6,074		
2045	416,327	16,032	3.58%	6,250	430	7.4%
2050	424,995	16,438	2.08%	6,664	414	6.6%
2055	433,844	16,859	2.08%	7,105	441	6.6%
2060	442,877	17,289	2.08%	7,575	470	6.6%
2065	452,099	17,746	2.08%	8,076	501	6.6%
2070	461,514	7,270	2.08%	8,609	533	6.6%

Sources: 2010 and 2020 U. S. Census, PSU Certified Population estimates for 2021, and the *Coordinated Population Forecast for Marion County, its Urban Growth Boundaries(UGB) and Areas Outside UGBs 2021-2070*, prepared by Population Research Center, College of Urban and Public Affairs, Portland State University, Final Report dated June 30, 2021.

² *Oregon’s Demographic Trends*, Office of Economic Analysis, Department of Administrative Services, State of Oregon, December 2012, p. 5. http://www.oregon.gov/DAS/OEA/docs/demographic/OR_pop_trend2012.pdf

Population growth rates over the next 20 years are expected to be highest from 2021 to 2030 and then slow over time. PSU staff and the state demographer provide several explanations for the declining growth rates:

- (1) Oregon’s population is aging and the natural population growth rate (births versus deaths) in the state has turned negative in the early 2020’s.
 - a. There are fewer women in their child-bearing years and more women are choosing to have fewer children and/or have children later in their child-bearing years. Total fertility rates of women in child-bearing ages has continuously declined over past 50 years and is now well below replacement levels. In 2020-2030 decade, the fertility rate is forecast to remain well below replacement levels.³
 - b. The number of deaths increased in 2020-2022 due to COVID-19. The number of annual deaths will continue to increase due aging Baby Boomers PSU’s coordinate population forecast concluded, by the year 2030, annual deaths will exceed annual births in Marion County.⁴
- (2) Net in-migration is expected to continue from 2023 to 2030. In 2023, net migration accounts for all of Oregon’s population growth.

PSU’s forecast for smaller communities and sub-areas within Marion County takes into consideration total housing units, occupancy rates, persons living in each household, household demographics and planning/building forecasts provided by each community.

The City of Aumsville anticipates it will continue to serve as a bedroom community for the Salem metropolitan area with the development of single-family homes in new subdivisions and multi-family units in duplexes and apartment complexes. The City has some remaining undeveloped land inside the urban growth boundary, but will need to expand the UGB to accommodate the projected residential growth.

Over the next twenty years Aumsville’s is expected to be one of Marion County’s fastest growing communities. The PSU forecast estimates the population inside the Aumsville Urban Growth Boundary (UGB) will increase from 4,376 people in 2021 to 6,074 people in 2043 at the end of the city’s 20-year planning period. The average annual growth rate from 2021 to 2043 is estimated to be 1.44% annually.

3.3 Demographics: A Census Snapshot: Aumsville and Marion County

Demographic characteristics of people living in Aumsville and Marion County provide a snapshot of Aumsville’s demographic makeup in comparison to the county and state population profile. More recent data is available for counties and the State of Oregon, but is either not readily available for a small city population or the margin for error listed for the data set is very large. The information listed is taken from the 2010 Census, the 2012 American Community Survey (ACS) or other sources as noted.

³ **Oregon Demographic Trends 2023-2030**, Office of Economic Analysis, Department of Administrative Services, State of Oregon, state demographer Kanhiaya Vaidia presentation to the Oregon Legislature, House Committee on Revenue, March 8, 2023.

⁴ **Coordinated Population Forecast for Marion County, its Urban Growth Boundaries (UGB), and Area Outside UGBs (2021-2071)**, PSU Center for Population Research Center, June 30, 2021, pp. 8-9.

Aumsville residents were:

- Younger than Marion County: In 2021 the median age in Aumsville was 31.2 years compared to 37.0 years in Marion County and 39.6 years in the State of Oregon. [US Census 2021, American Community Survey 5-Year Estimate, Table S0101].
- Affluence – Household Income: In 2021, median household income in Aumsville (\$67,363) was lower than the median household income in Marion County (\$64,406) and the median household income in the State of Oregon (\$71,562). [US Census 2021, American Community Survey 5-Year Estimate, Income in Last 12 Months, Table S1901].
- Less likely to be employed: Average annual unemployment rates in February 2023 were 4.9% in Linn County, 4.5% in Marion County, 4.6% in the Salem SMSA and 4.7% in the State of Oregon. The average unemployment rate in Aumsville in 2021 was 6.4%.⁵
- More likely to be homeowners: 72.6% of Aumsville’s homes lived in owner-occupied housing units. This compared favorably with 61.2% in Marion County and 63.2% in the State of Oregon. [US Census 2021, American Community Survey 5-Year Estimate, Selected Housing Characteristics, Table DP04].
- Larger household size: Household size in Aumsville was 3.06 persons per household (pph) compared to Linn County (2.58 pph), Marion County (2.82 pph) and State of Oregon (2.59 pph). [US Census 2021, American Community Survey 5-Year Estimate, Selected Housing Characteristics, Table DP04 and PSU 2017 Coordinated Population Estimate for the City of Aumsville].
 - In the 2017 Marion County population forecast, the PSU Center for Population Research concluded household size in Marion County’s fifteen smallest cities is projected to remain close to the 2.70 average household size for the period 2017 to 2035. Since Aumsville has historically had a larger household size, the PSU forecast for Aumsville anticipates household size in Aumsville will remain constant at 3.06 pph through the year 2035.⁶
- Educational Attainment: Aumsville and Marion County residents have had less post-high school education than Oregon’s overall population.
 - High School: The 2021 data shows >95% of Aumsville’s residents aged 25 and older had a high school diploma or GED. This is higher than the percentage of residents in Marion County (89.4%) and slightly less than the State of Oregon (91.5%) who have received a high school diploma or equivalent.
 - Advanced Educational Degrees: In Aumsville 7.4% of its residents aged 25 and older had obtained a bachelor’s degree or higher. In 2021, 23% of Marion County residents and 35% of Oregonians had a college degree. [US Census 2021, American Community Survey 5-Year Estimate, Educational Attainment, Table S1501].

⁵ Oregon Employment Department, Quality Information, Local Area Unemployment Statistics for the State of Oregon, Linn County and Marion County. Data for the City of Aumsville from US Census 2021, American Community Survey 5-Year Estimate, Selected Economic Characteristics, Table DP03.

⁶ **Coordinated Population Forecast for Marion County, its Urban Growth Boundaries (UGB), and Area Outside UGBs (2017-2067)**, College of Urban and Public Affairs, Portland State University, Center for Population Research, June 30, 2017, Appendix B, p. 73.

- **Diversity:** The majority of people in Aumsville (85.1%) and Marion County (75.1%) are white. Aumsville racial diversity in 2021 is similar to what it was in 2010, when 84.3% of Aumsville’s population was white. [US Census Bureau, 2021 American Community Survey 5-Year Estimate, Demographic and Housing Estimate, Table DP05].
- **Less likely to be in poverty status:** 17.8% of Aumsville residents lived in households with incomes below the poverty line in 2021 compared to a lower percentage of persons living in poverty in Marion County (13.4%) and the State of Oregon (12.1%). [US Census 2021, American Community Survey 5-Year Estimate, Poverty Status in the Past 12 Months, Table S1701].

3.3.1 Age Distribution

Aumsville’s population is significantly younger than the rest of Marion County’s residents. Median age in Aumsville in 2021 was 31.2 years of age compared to the Marion County median age of 37.0 and the State’s median age of 39.6. Due to the aging of the post-World War II baby boomer generation and improved health care, the life expectancy of Oregonians increased from 78.1 years in 2000 to 79.6 years in 2010 and remained steady. Life expectancy declined in the past five years to 78.8 years in 2021, partially attributable to higher death rates from COVID-19. Life expectancy is forecast to increase to more than 79 years by 2030.⁷

Table 3-5
**City of Aumsville compared to Marion County
 Age Groups as a Percentage of Population**

Age Ranges	City of Aumsville 2021		Marion County 2021	
0 to 5	216	5.2%	21,987	6.4%
5 to 14	775	18.4%	48,124	14.0%
15 to 24	750	17.8%	45,739	13.3%
25 to 34	514	12.3%	47,971	13.9%
35 to 44	711	17.0%	44,863	13.0%
45 to 54	535	12.8%	40,241	11.7%
55 to 64	476	11.3%	41,198	12.0%
65 to 74	111	2.6%	33,095	9.6%
75 and older	105	2.5%	20,819	6.0%
Total Population	4,193		344,037	
Median Age	31.2		37.0	

Source: US Census Bureau, 2021 American Community Survey 5-Year Estimate, Demographic and Housing Estimate, Table DP05.

The number of school age children has been declining in Oregon since 1980. This has been attributed to declining birth rates and fewer women of child-bearing age. This trend is expected to continue through 2045 when only 10-12%

⁷ **Oregon Demographic Trends 2023-2030**, Office of Economic Analysis, Department of Administrative Services, State of Oregon, staff presentation by state demographer Kanhiaya Vaidia, to the Oregon Legislature, House Committee on Revenue, March 8, 2023.

of Oregonians will be school age compared to 20% in 1980. The number of senior citizens (age 65+) will grow as the baby boomer generation reaches retirement age and life expectancy continues to rise.

3.3.2 Race and Ethnicity

According to the 2020 Census 25% of Oregonians belong to a minority race or ethnic group compared to 38% nationwide. State forecast anticipate increasing diversity in the overall racial and ethnic makeup of the population, with faster growth in the number of Oregon residents with Hispanic/Latino and Asian heritage. The U. S. Census Bureau’s 2021 American Community Survey 5-Year Estimate shows Aumsville’s and Marion County’s racial and ethnic makeup was less diverse than the state and nation, while Marion County’s population was more diverse.

Table 3-6
**City of Aumsville and Marion County
 Race and Ethnicity in 2019**

Race and Ethnicity	City of Aumsville	%	Marion County	%
Total Population:	4,193		344,037	
Population of one race:	3,858	92.0%	308,126	89.5%
White alone	3,570	85.1%	258,281	75.1%
Black or African American alone	NA		3,773	1.1%
Native American and Alaska Native	158	3.8%	3,399	1.0%
Asian	7	<1%	7,419	2.2%
Native Hawaiian & Other Pacific Islander alone	59	1.4%	3,607	1.1%
Other Race	64	1.5%	31,547	9.2%
Total	4,193		344,037	
Population of two or more races:	335	8.0%	36,011	10.5%
Ethnicity				
Hispanic or Latino	476	11.4%	94,523	27.5%
Not Hispanic or Latino	3,717	88.6%	249,514	72.5%

Source : U.S. Census Bureau, 2021 American Community Survey, Demographic and Housing Estimate, Table DP-05.

3.3.3 Education

Aumsville’s citizens, age 25 years and older, were more well educated in 2014 than they were in the year 2000. The number of Aumsville residents with a high school diploma or GED increased from 80.7% in 2000 to 87% in 2014. In addition, the percentage of Aumsville residents with advanced educational degrees also increased. In 2014, 10.5% of Aumsville’s residents had a bachelor’s degree or higher compared to 8.5% in the year 2000. Educational attainment by Aumsville residents’ lags the achievement levels of all residents of Marion County and the State of Oregon.

Table 3-7
Educational Attainment for Aumsville Residents
Persons Aged 25 years or older
Years 2010 & 2021

Educational Attainment	City of Aumsville		Marion County		State of Oregon	
	2010	2021	2010	2021	2010	2021
High school graduate or higher	89.8%	>95.0%	82.2%	89.4%	88.6%	91.5%
Bachelor's degree or higher	9.2%	7.4%	20.9%	23.2%	28.6%	36.5%

Source: U.S. Census Bureau, 2010 and 2021 American Community Survey 5-Year Estimate, Table S-1501.

4.0 – PARK DEVELOPMENT STANDARDS

4.1 Urban Parks System and Park Development Standards

The Oregon Parks and Recreation Department (OPRD) has developed a recommended Parkland Classification System and suggested Level of Service (LOS) standards as part of the 2013-2017 State Comprehensive Outdoor Recreation Plan “Ensuring Oregon’s Outdoor Legacy”.

Parks and recreational facilities are frequently classified as either resource-based or activity-based facilities. *Resource-based facilities* are centered around particular natural resources which may provide opportunities for picnicking, hiking, hunting, water sports, fishing or simply enjoying nature. *Activity-based facilities* are developed for the enjoyment of particular activities such as basketball, baseball/softball, or football, recreational programs such as aerobics and painting, senior citizen activities, and spectator sports. The City will plan its park system to ensure there are opportunities for both resource-based and activity-based recreation.

4.1.1 Classifications of the City of Aumsville Parks and Recreational Facilities

OPRD’s parkland classification system identifies 11 different types of parks that range from the smallest pocket park of less than ¼ acre in size to the largest nature park with hundreds or thousands of acres. Each parkland type has a particular purpose and function. Not all types of parkland will be developed in every community. Overall, the state guidelines recommend Oregon’s cities plan for 6.25 to 12.5 acres of park land per 1,000 population.

In making decisions on what types of public parks are appropriate for the City of Aumsville, city officials considered several factors including (1) the close proximity of the Aumsville Elementary school playground and the Cascade School District’s sports complex, (2) nearby regional county, state and federal parks and recreation facilities, (3) resident needs and desires, (4) land availability, (5) funding opportunities and limitations, and (6) citizen requests and priorities for new or improved park facilities.

The City of Aumsville concludes there are six types of public parks appropriate to serve local residents:

1. Pocket Park
2. Neighborhood Park
3. Community Park
4. Nature Park
5. Special Use Park, and
6. Linear Park including Trails, Pathways and Bikeways.

These parks will be coupled with the recreational facilities available at the Cascade School District’s existing school sites and other public spaces to create an integrated community-based park and open space network. Table 4-1 shows each type of park, recommended size and number of parks recommended for the community.

Park Land Recommendations for Small Cities

The Oregon Parks and Recreation Department recommends cities plan for 6.25 to 12.5 acres of park land per 1,000 residents.

The Aumsville Parks Master Plan recommends the City of Aumsville will plan for 8.50 acres of urban park space per 1,000 residents plus land for natural areas and linear park bicycle and pedestrian trails.

Table 4-1
Urban Park Standards for the City of Aumsville

	Park Type	Typical Park Size	Acres Per 1,000 people	Recommended Parks 2043 Population 6074 persons
Urban Parks				
1	Pocket Parks	¼ acre Up to 2 acres	0.25 acres	Multiple sites 1 to 2 acres total
2	Neighborhood Parks	2 to 20 acres	2.0 acres	4 parks 10 to 12 acres total
3	Community Parks	10 to 20+ acres	5 acres	2 parks 30 to 35 acres total
Total Acreage for Urban Parks			7.25 acres	40 to 50 acres

Natural Areas and Special Use Parks				
4	Natural Areas	10 to 200 acres	Varies	1 park – Aumsville Ponds 77+ acres
5	Special Use Parks e.g. Skate Park, Dog Park, etc.	Varies by type of use	No guideline	Based on community need or desire
6	Linear Park and Recreational Trails	Depends on Local Opportunities	0.5 to 1.5 miles or 1.25 to 3.25 acres	5 to 6 miles of trails & linear parks 20+/- acres
Total Acreage for Natural Areas & Special Use Parks			amount	20 to 50 acres

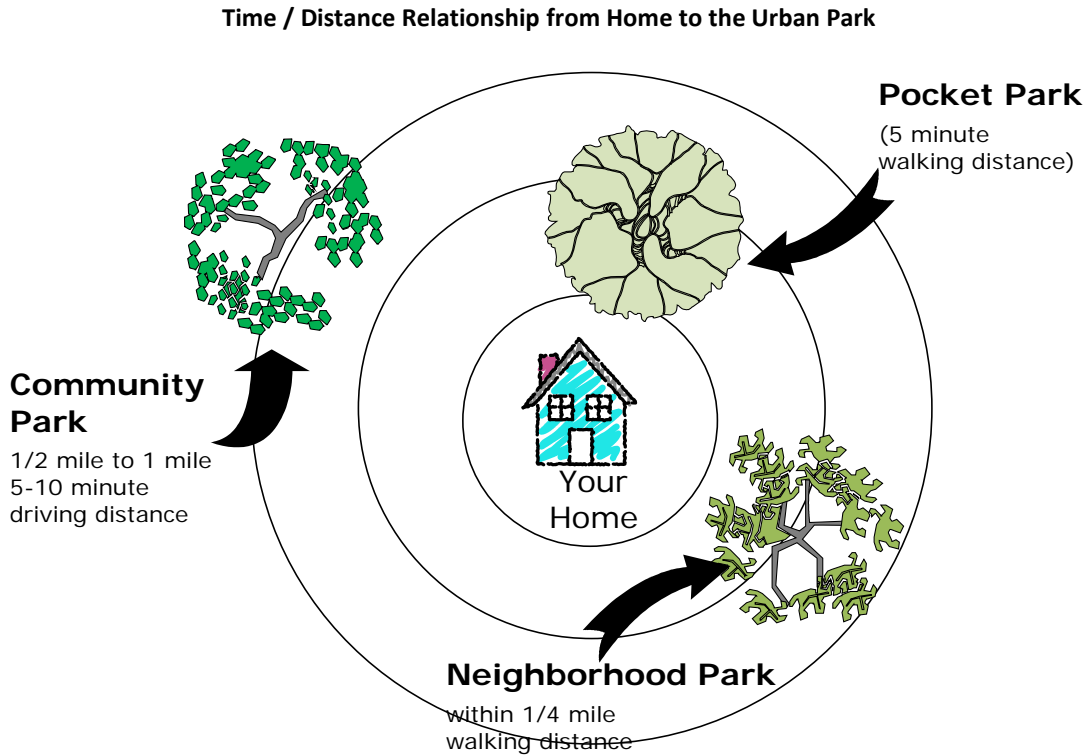
The urban parks, (1) pocket park, (2) neighborhood park and (3) community park, are the backbone of a small city park system. As the size of the park increases, the number of parks needed in a category decreases. Park size, service area, and population served increase with the type of park.

- **Pocket Park:** A small landscaped area, play area, intersection, or monument within a short walking distance of homes and businesses.
- **Neighborhood Park:** A 1 to 5-acre park that serves a small geographic area and residential population (primarily a pedestrian population). It is usually within easy walking or biking distance from homes.
- **Community Park:** A 5 to 30-acre park that serves a community or city that is accessible by foot, bicycle, or automobile.

A local parks system is enriched when a city also provides special use parks, linear parks, multi-purpose recreational trails, natural areas, sports complexes, historic or cultural sites, or a destination site. The Aumsville Ponds, Brian Haney Skate Park and the recreational trails in Aumsville are special use parks that serve the community. A 20-acre to 200-acre regional park may be provided near a small city to serve a larger population. Due to Aumsville’s close proximity to county, state and BLM parks, Aumsville does not need a regional park in its city park system.

4.1.2 Your Home and the Urban Park System: The Time/Distance Relationship

The following graphic illustrates the time/distance relationship between a home and the three types of local parks: pocket park, neighborhood park and community park. parks.



4.2 Park Development Standards by Park Type

The City has used the Oregon Parks and Recreation Department’s (OPRD) recommended park classification system and Level of Service (LOS) standards to create park development standards for the City of Aumsville. The two tables at the end of this chapter provide LOS standards for parks and recreational facilities in Aumsville and sample design standards from OPRD and the National Parks and Recreation Association (NPRA). The following park development standards can be used by the City to guide the acquisition of land and development of parks within the community.

COMMUNITY PARKS

Standard: 5 acres per 1,000 population. Recommended size: 15 to 25 acres per park.

Need: Aumsville needs two community parks with 25 to 35 acres to serve 6,074 residents in 2043.

Purpose: The community park is designed to serve all of the residents of the city with a variety of facilities including group picnic shelters, playgrounds, athletic fields, restrooms, off-street parking and festival grounds. Natural areas, open spaces and recreational trails may be incorporated with a community park to protect waterways, drainage corridors, forested areas and/or wildlife habitats.

Location: Serves residents within a two-mile radius and is located within a five-minute to ten-minute drive of any residence in the City. With Porter-Boone Park on the west edge of the City, a second east side community park is needed. Users may reach the park on foot, bicycle or by motor vehicle.

Facilities: A community park provides facilities to serve local residents, visitors and community groups. Selected facilities may attract county residents. Athletic fields, group shelters, picnic facilities, camping, open space, trails, paths, natural areas, community center, and/or special event venues are typical. Community parks have restrooms and vehicle parking lots to accommodate community-wide events. If a community park also serves as a neighborhood park it includes play equipment and amenities for pre-school and elementary age children.

Existing Community Parks

- Porter-Boone Park is the City of Aumsville’s oldest community park. It is located along Mill Creek at the west end of the City. Porter-Boone Park functions as a community event venue and hosts the annual Corn Festival. The park has the City’s largest group picnic shelter and most extensive playground facilities.

If the opportunity arises, the City is encouraged to acquire additional land to expand Porter-Boone Park. Two opportunities for expansion are possible:

- (1) Old Marion County Shops facility. Marion County has relocated their public works shop facilities to Mill Creek Rd. adjacent to the City’s water reservoir. The old shop site is adjacent to the park.
- (2) Property to the north or west of Porter-Boone Park. Acquisition of land will protect wetlands, the Mill Creek riparian area, provide additional a larger open space area within the park and allow for extension of pedestrian paths to residential areas north and east of the park.

- Eastside Community Park. In 2019 the City acquired a 22.57- acre site for a community park on the east side of Bishop Road SE. The park site is large enough to accommodate sports fields, courts, playgrounds, restrooms and pathway systems to connect to nearby neighborhoods. Pedestrian and bicycle paths can be developed along Bishop Rd. SE to connect to the Highberger Greenway site and south to the Aumsville Ponds. Park design can also protect a small wetland and incorporate storm water detention to help minimize flooding in adjacent residential areas.

Community Park Priorities:

- Porter-Boone Park Expansion: Acquire land to expand Porter-Boone Park, add youth recreation facilities and enhance the park’s role as a family-oriented community park.
- Eastside Community Park Expansion: Acquire 4+ acres to expand the Eastside Community Park. The Eastside Community Park master plan, Map E-3 in Appendix A-8, recommends two adjacent parcels be acquired by the City. The parcel located at 7582 Bishop Rd. SE is surrounded by parkland. Until it is acquired full development of the east end of the park will be difficult. The second parcel at 7767 Albus Rd. SE. will provide secondary access from Albus Rd. SE. In addition, the City may seek to acquire adjacent parcels on the south and west sides of the park in order to develop additional multi-purpose fields. When the opportunities arise, the City should explore acquisition of any or all of these sites.
- Duplication of facilities should be avoided. If athletic fields, courts and ballfields are available at schools, development of duplicate facilities at a community park will be discouraged.

NEIGHBORHOOD PARKS

Size: 1.5 acres per 1,000 population. Recommended size: 1 to 3 acres per park.

- Need:** Aumsville will need three or four neighborhood parks with 8 to 12 acres to serve 6,074 residents.
- Purpose:** The neighborhood park is the backbone of the small-city park system. Each park serves a small geographic area and residential neighborhood. Each park is designed for children and adults. Day-use recreation is the staple; play equipment, walking trails, benches, lawns and shaded open space are the norm.
- Location:** Serves the surrounding residential neighborhood within a ¼ mile radius. Neighborhood parks are accessible to residents without crossing major roads or thoroughfares; they are a short 5-minute walk or bike ride from home. Walking and bicycle trails connect neighborhood parks to the rest of the community. If located next to a school, some playground facilities can be shared.
- Facilities:** Neighborhood parks are furnished with play equipment, either a hard surfaced and/or soft-surface all-weather play areas, benches, tables, small shelter, picnic facilities, outdoor basketball or sports courts, multipurpose field or grassy area (if space is available), trees, vegetation, and lighting. Neighborhood parks may be as small as ½ acre, but are recommended to be a minimum of two acres in size to allow for the provision of an open grassy area as multi-use field or play area.
- Comments:** Neighborhood parks are primarily pedestrian parks; on-street parking should be provided next to the park. Restrooms are not normally provided in the smallest neighborhood parks. Restrooms are recommended if there is a major attraction, such as a splash park or skate park facility.

Existing Neighborhood Parks:

- Wildwood Park is a 0.92-acre park on N. 5th Street. It includes a large play structure, picnic facilities and the city’s splash park. During summer heat waves, the splash park is heavily used and serves city residents and attracts visitors from outside the City. In 2017 the City was awarded a grant from the Oregon Parks and Recreation Department to add a restroom and covered picnic areas.
- Mill Creek Park at the southwest corner of the City is an 8.46-acre site on the north side of Mill Creek. It functions as both a neighborhood park and a special use park. Aumsville residents use the tot-lot playground, baseball field, restrooms and a creek-side picnic shelter adjacent to Mill Creek. The Brian Haney skate park is a special use facility. It attracts local youth and skaters throughout the year.
- The Cascade School District’s playground facilities at the Aumsville Elementary School function as a neighborhood park playground.

Neighborhood Park Policies:

- Neighborhood parks will be provided within a ¼ to ½ mile radius of all residents of the city.
- Acquisition of land and development of neighborhood park facilities will be targeted to serve residential areas. Neighborhood parks are recommended for the following locations:
 - Central: If the opportunity arises, acquire land to expand Wildwood Park and provide off-street parking for the splash park facility.
 - East/Southeast: Acquire land to create a new neighborhood park (1-3 acres) or a community park (10+ acres) south of Mill Creek Road.
 - Northwest: Acquire land to create a new neighborhood park west of 11th Street.
- Duplication of facilities should be avoided. If a community park or school playground is available to serve a neighborhood, then development of a neighborhood park may not be needed.
- Restroom facilities will not normally be provided in neighborhood parks because of the high development and maintenance costs.

- Neighborhood park facilities are for daily activities or spontaneous use by residents. Highly organized, competitive sports areas will be discouraged.

Siting Standards:

- Neighborhood parks are typically located within residential areas with direct frontage on a public street and with connecting pathway systems and bike lanes.

POCKET PARKS

Size: 0.25 to 0.50 acres per 1,000 population. No minimum size.

Purpose: A pocket park is the smallest municipal park. It may be located in an alley, a postage stamp size lot or be as large as ½ acre to 1 acre in size. Pocket parks may have a special use or limited recreational amenities. Examples include a downtown plaza, public art space, landscaped area, picnic spot, veteran’s memorial or a playground serving a small neighborhood.

Need: Aumsville has one pocket park, the Water Tower Park next to City Hall. There is not an immediate need for additional pocket parks.

Location: Serves a surrounding area within a one-eighth mile radius. A mini-park or pocket park should be selected for its unique aesthetic features (waterways, public buildings, commercial areas) and designed to serve pedestrians during daytime hours and/or provide an attractive open space area within a developed area of the community.

Facilities: Pocket parks may be furnished with benches, tables, and interpretive displays, memorials, walkways, murals, small play areas, lighting, fountains, restrooms, trees, and low maintenance vegetation.

Existing Pocket Parks:

- Panther Park was a 0.10-acre green space at 10th Avenue and Del Mar Drive at the south pedestrian entrance to the Aumsville Elementary school site. This pocket park was abandoned in 2017.
- Water Tower Park is a 0.25-acre green space adjacent to City Hall with two picnic tables and seating areas. The site is used with the Community Center and City Hall parking lots for Saturday Market and special community events.

Pocket Park Policies:

- A pocket park will supply a public open space, small picnicking areas or attractive green space. Pocket parks may be located along pedestrian or bike trails, waterways or in commercial areas. They provide a resting place, an attractive landscaped area, recognize a historic site or provide a stopping point along a busy trail. Vehicle access is limited. Pedestrian and bicycle access is encouraged.
- Donation of land for pocket parks will be encouraged. The participation of adjacent property owners, nearby businesses, and community groups in the development and maintenance of pocket parks will be encouraged.

NATURAL AREA

Size: In a small city, natural areas may be smaller than 10 acres or as large as 200+ acre tracts.

Purpose: Natural areas are set aside to protect and preserve significant natural resources, wetlands, flood-prone riparian corridors, environmentally sensitive areas, remnant landscapes, wildlife habitat, endangered species and/or threatened plants. Natural areas may also protect viewsheds, greenway corridors, natural vistas or provide aesthetic buffers between urban landscapes and rural areas. Nearby examples are Marion County’s Aumsville Ponds and Bonesteele Park natural areas. Public access is typically limited and the site is a passive recreation area.

Need: Preserve drainage corridor along Highberger Ditch for storm-water management and preserve the Aumsville Ponds natural area.

Existing Natural Areas:

- Aumsville Ponds is a 77+ acre natural area southeast of Aumsville. The site includes Youngs Lake and smaller ponds and wetlands.

Facilities: Natural areas are typically passive recreation areas. Facilities may include trails, interpretive displays, seating areas, small picnic sites, and viewpoints. Pet use is prohibited or limited.

Natural Area Policies:

- Community members and volunteer groups are encouraged to preserve and protect natural areas and utilize them for environmental education.

SPECIAL USE PARK

Size: Varies. Park size and location will depend on the proposed use.

Purpose: Special use parks are designed to serve a specific function. Examples include a skate park, dog park, linear recreation trail along a creek, boat ramp, ornamental garden, a downtown plaza with a restroom or park site with a natural geological feature or vista. Special use parks may serve local residents or be designed as a destination for visitors.

Need: Aumsville has expressed a desire to create a dog park, a BMX bike track and add a street-skating area adjacent to the Brian Haney Skate Park. Other special use parks may be identified in the future.

Existing Special Use Parks: Brian Haney Skate Park within Mill Creek Park.

Location: May be located to minimize impacts of the proposed use on neighbors or may be located to take advantage of nearby school, public building, or recreation site.

Facilities: Varies depending on function. Facilities may be minimal or extensive depending on the demands placed on the park.

Special Use Park Policies:

- Community members and affected neighbors should be actively involved in the planning and design of any special use park or facility to make sure the project fits into the neighborhood and minimizes negative impacts on the community or neighborhood.

LINEAR PARKS AND RECREATION TRAILS

Size: Varies.

Purpose: Linear parks and recreational trails are designed to provide connections to parks, schools, public facilities, commercial areas and neighborhoods. They may include a variety of trail types including paved multi-use bicycle/pedestrian trail, soft-surface running/exercise trails or unimproved social trails through natural areas. Trails may be designed for multiple uses including bicycling, walking, running, dog-walking, roller-blading and/or skate-boarding. Hard-surfaced trails should be designed in compliance with ADA standards to provide accessibility to users with disabilities.

Need: Aumsville elected officials and residents have identified the development of linear parks and recreational trail network as a high priority to enhance livability. The City's [Transportation System Plan](#) and this plan recommends (1) the extension of the Highberger Linear Park, (2) a new trail along Mill Creek and (3) a series of trails connecting city parks with residential neighborhoods.

Existing Linear Parks:

- Highberger Linear Park. This linear park meanders along Highberger Ditch and includes a 10'-wide PCC recreational trail from Willamette Street (west end) to Bishop Road. At the west end of the trail, the City has a full-court basketball court and a small covered picnic shelter.

Location: Linear Parks and recreation trails may be located adjacent to waterways, railroad tracks, roads and within parks. They should be located to enhance provide storm drainage and storm water detention, enhance livability, provide safe travel corridors and connect people with schools, parks and public facilities.

Facilities: Facilities may include amenities such as landscaped color spots, native plants, overlooks/viewpoints, interpretive signs, exercise areas, small play structures, picnic tables, benches, drinking fountains, lighting, kiosks and directional signage.

Special Use Park Policies:

- Citizens, including affected neighbors should be actively involved in the design of a linear park to ensure the project fits into the neighborhood and minimizes negative impacts on nearby residents.

Table 4-2

**CITY OF AUMSVILLE
LEVEL OF SERVICE (LOS) STANDARDS AND PROJECTED PARK FACILITY NEEDS**

Type of Park or Recreational Facility	Level of Service Standard Acres or Facilities per "x" Population	Current Supply (2023)	Projected Need (2043)	Recommended Improvements
Pocket Parks	0.25 to 0.50 acres / 1,000 population	2 parks Water Tower Park Panther Park	1.5 to As the opportunity arises	Add Pocket Parks as opportunities arise
Neighborhood Parks	2.5 acres / 1,000 population within ¼ to ½-mile radius	2 parks Mill Creek Park Wildwood Park	4 parks 12 to 15 acres total	Add 4 to 6 acres -- neighborhood parks o Expand Wildwood Park (<1 acre) o New Parks (6+acres)
Community Park	5.0 acres / 1,000 population	2 parks Porter-Boone Park Eastside Community Park	2 parks 25-35 acres	Expand Porter-Boone Park Expand Eastside Community Park
Linear Parks, Trails, Pathways & Bikeways	0.75 miles / 1,000 population	0.75 miles Highberger Linear Park	4.25 miles	Extend Highberger Linear Park Add Mill Creek Trail Add Recreation Trail to Aumsville Ponds Potential Rails to Trails on WVRR
Natural Areas	up to 5 acres / 1,000 population	Aumsville Ponds County Park	25+ acres	Develop Aumsville Ponds Natural Area Possible acquisition
Community Center	1 center / 15,000 population 1 sq. ft. per person	Chester Bridges Community Center (3,000 sf)	None	Refurbish the Community Center Develop a new Community Center in the Eastside Community Park
Swimming Pool	1 pool / 16,500 population	None	None	Utilize Stayton and Turner Pools
Activity Fields (Multipurpose fields for soccer, softball, and open play)	1 per middle schools 1 per neighborhood park	1 – Mill Creek Park	Add 2-4 activity fields	Provide multi-purpose fields in new neighborhood and community parks. See Eastside Community Park plan.

Type of Park or Recreational Facility	Level of Service Standard Acres or Facilities per "x" Population	Current Supply (2023)	Projected Need (2043)	Recommended Improvements
Basketball (outdoor full & ½ court)	1 per neighborhood park 1 per elementary school	1 – Porter Boone Park 1 – Highberger Park	4-5	Include in plans for future neighborhood and community parks
Little League Baseball	1 field/1,500 population	None in City	4	Utilize Cascade Schools Athletic Complex
Playground Softball	1 per neighborhood park coupled with multipurpose activity field	None in City	1	Add in at least one neighborhood park
Adult Softball	1 field per 3,000 population	1 (Mill Creek Park)	1	Add in new community park
Picnic Shelters	1 large group shelter / 5,000 population 1 small shelter per 1,000 population in neighborhood park	1 group shelter (Porter-Boone Park) 2 small shelters (Mill Creek Park)	1 group shelter 3-4 small shelters	Construct shelters in new neighborhood and community parks
Tennis Courts	1 court per 2,000 population	1 – Porter-Boone Park	1	Include tennis courts in a community park design or utilize Cascade Schools courts
Skate Park Facility	1 youth skate park per 5,000 population	Brian Haney Skatepark Mill Creek Park	1	Expand skatepark facility for in-street skating and obstacles
BMX Facility	1 per 2,500 population	None	2	Locate in a new Community Park
Horseshoe Pits	1 per 1,000 population (add in pairs)	2 - Porter-Boone Park 1 - Mill Creek Park	6 to 8	Add to New Community Park

Table 4-3

RECREATIONAL FACILITIES DESIGN STANDARDS

The following table describes athletic and recreational facilities most appropriately located in community parks, adjacent to middle and high schools and in neighborhood parks. The facility standards by population are based on recreation and park and open space standards developed by the National Recreation and Parks Association and OPRD. They were modified by the City of Aumsville to fit the needs of the local community.

Activity or Facility	Recommended Space Requirements	Recommended Size and Dimensions	Recommended Orientation	Number of Units per Population	Service Area Radius	Location Notes
Tennis	Min 7,200 sq. ft. single court.	36'x78' 12' clearance.	Long axis north/south	1 court per 2,000 population	City	Best in batteries of 2 to 4 in a community park or adjacent to school.
Softball	1.5 to 2.0 acre	Baselines: 60' Mound: 46' men, 40' women Fast pitch field radius from plate: 225' between foul lines Slow pitch radius: 275' (men), 250' (women).	Locate home so pitches cross sun; batter does not face sun. Line from home plate through pitcher's mound runs east by northeast.	1 field per 5,000 population	City	Slight difference in dimension for 16" slow pitch. Check ASA standards. May also be used for youth baseball.
Little League	1.5 to 2.0 acre.	Baselines: 60' Pitcher's Mound: 46' Foul lines: 200' Center Field: 200'	Locate home so pitches cross sun; batter does not face sun. Line from home plate through pitcher's mound runs east by northeast.	1 per 1,500 population	City	Best in groups of 2 to 4 fields. Aumsville will use the Cascade School District athletic fields complex near the middle/high schools.
Playground Softball	10,000 sq. ft.	100' x 100'	Locate home so pitches cross sun; batter does not face sun.	1 per neighborhood park	¼ mile	Neighborhood Park
Regulation Basketball	5600 to 7980 sq. ft.	50' x 94' w/ 5' sidelines	Long axis north/south	1 per 6,000	City	Outdoor courts in neighborhood and community parks.
Basketball high school	5040 to 7280 sq. ft.	50' x 84' w/ 5' sidelines	Same	2 courts per high school	City	Neighborhood or community park in an active recreational area.
Basketball Youth	2400 to 3036 sq. ft.	46' x 84' w/ 5' sidelines	Same	1 court per school or neighborhood park	¼ mile	Neighborhood and community parks in an active recreational area.

Activity or Facility	Recommended Space Requirements	Recommended Size and Dimensions	Recommended Orientation	Number of Units per Population	Service Area Radius	Location Notes
Basketball (½ Court)	1500 sq. ft.	35' x 35'	Basket on north (if possible)	1 per 2,500	¼ mile	Neighborhood Park
Soccer	1.7 to 2.1 acre	195' to 226' x 330' to 360' 10' min clearance on all sides	Long axis from northwest to southeast.	2 per 10,000	City	Number depends on local programs. Youth soccer on smaller fields adjacent to schools and in neighborhood & community parks.
Football	1.5 acre min	160' x 360' 6' min clearance all sides.	Long axis from northwest to southeast.	1 per 20,000	10-15 min	Part of Cascade School District athletic fields complex adjacent to middle and high schools.
Track, ¼ mi	4.3 acres	276' overall width; 600' length; 32' for 8 lanes	Long axis in sector from north to south to north-west/south/east with finish line at northerly end.	1 per school	10-15 min	Part of Cascade School District facilities next to each school.
Swimming Pool	Varies; usually 1½ to 2 acres	25 yd. x 45' for teaching pool. 3 to 4 min depth	None	1 per 16,500	10-20 min	Pools for community use should be planned for teaching, competitive, and recreational purposes. Aumsville will use the Turner Pool.
Large Outdoor Shelters	Varies	Varies	None	1 per 35,000	10 min	Community Park or Regional Park
Senior Center & Community Center	1 sq. ft. per person	None		1 per 15,000	5 miles	Chester Bridges Community Center adjacent to Aumsville City Hall.
Volleyball	2500 sq. ft.	30' x 60' per court	None	1 per 5,000	5 miles	Community or Neighborhood Park
Horseshoe Pits	1000 sq. ft.	10' x 50' per court (normally groups of 2+)	None	1 per 2,500	10 min	Community or Neighborhood Park
Community Gardens	10,000 sq. ft. to 1 acre	Varies Open areas with sun exposure	None	1 per 2,500	City	Community Park, WWTF or open space area with nearby parking and good visibility for public safety.



5.0 – City of Aumsville’s Existing Parks

This chapter reviews each existing park (developed or undeveloped) within the Aumsville park system. At the beginning of the planning process the City of Aumsville staff, the Parks Advisory Committee, and the consultants visited the City’s existing parks and the two County-owned properties, the Marion County public works shops facility next to Porter-Boone Park and the Aumsville Ponds site. Maps of the existing park sites were prepared and an inventory of the buildings, facilities, play structures and site amenities at each park site was compiled. The consultants and the Parks Advisory Committee discussed the existing park facilities and whether or not they serve the needs of the community. Site constraints and the potential opportunities for enhancements at each park site were discussed in the Parks Advisory Committee meetings.

5.1 Summary of Existing Parks and Open Space Areas in Aumsville

The City of Aumsville has approximately 140 acres of land committed to parks and open space within or adjacent to the Aumsville Urban Growth Boundary. The City’s urban parks comprise approximately 20 acres of developed park land and 22.57 acres of the undeveloped Eastside Community Park site. Marion County owns the Aumsville Ponds, a 77+ acre natural area approximately 1/4 mile south of Mill Creek Rd. and also owns a 1.67-acre site, former public works shop facility site, next to Porter-Boone Park. Map 5-1 shows the location of these sites.

5.1.1 Existing City of Aumsville Parks and Open Space

In 2023 the City of Aumsville has six existing developed parks and open spaces used for recreation comprising approximately 20.07 acres of land. In addition, the City acquired the undeveloped Eastside Community Park site in 2019. The vicinity map on the following page shows the location of these parks within the City of Aumsville.

Neighborhood and Pocket Parks

Water Tower Park & Community Center	0.43 acres	
Wildwood Park (existing park)	0.58 acres	
<u>Wildwood Park (south lots – 1800 & 1900)</u>	<u>0.34 acres</u>	
<i>Neighborhood Parks Total</i>		<i>1.35 acres</i>

Linear Park and Open Space

Highberger Linear Park	3.02 acres	<i>3.02 acres</i>
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Community Parks

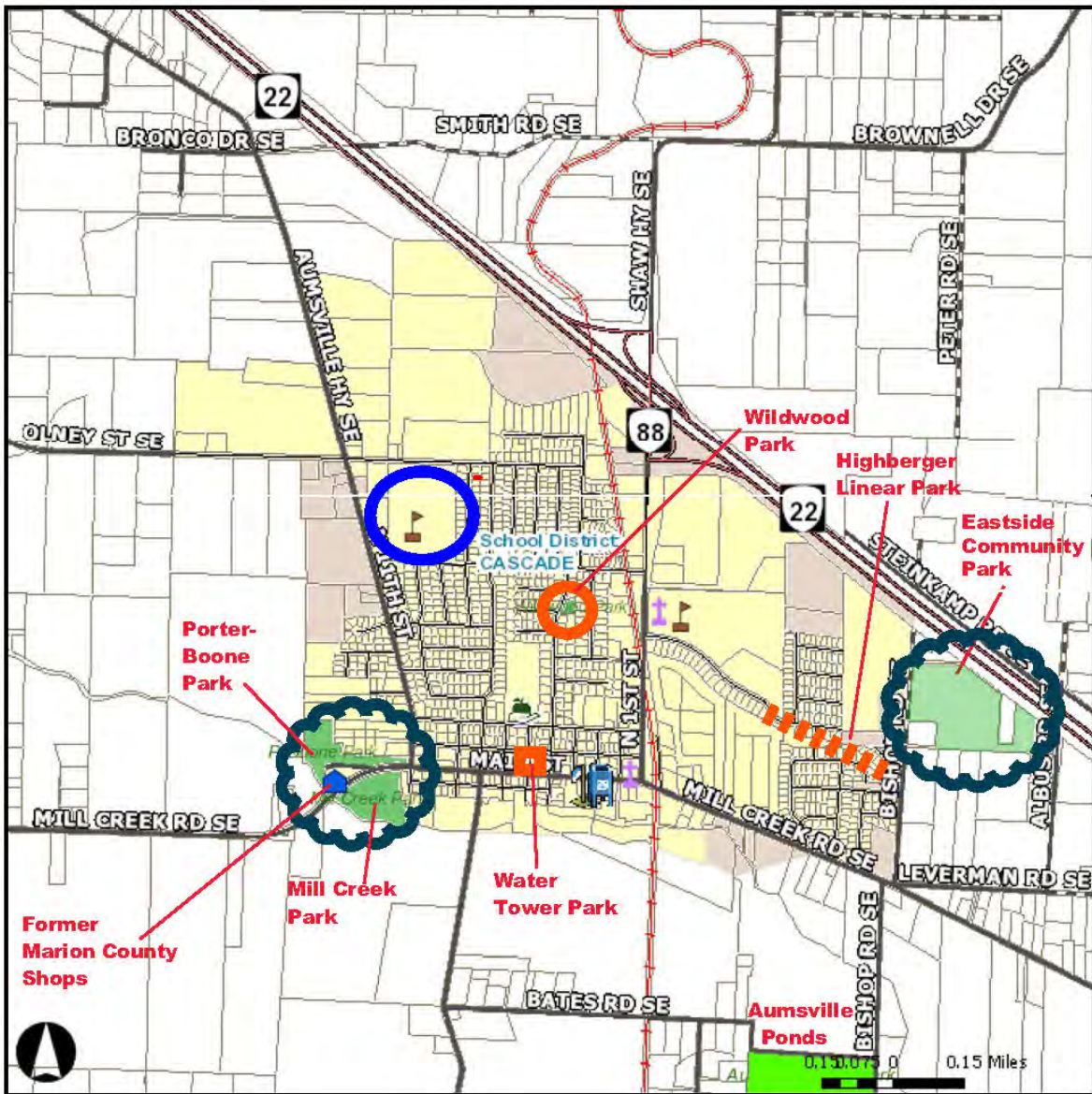
Mill Creek Park	8.46 acres	
<u>Porter-Boone Park</u>	<u>7.24 acres</u>	
<i>Community Parks Total</i>		<i>15.70 acres</i>




Undeveloped Park Site

· <u>Eastside Community Park (undeveloped)</u>	<u>22.57 acres</u>	<i>22.57 acres</i>
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<i>City of Aumsville Parks and Open Spaces</i>		<i>42.64 acres</i>
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Map 5-1
City of Aumsville -- Existing Parks



-  Existing Community Park
-  Aumsville Elementary Playground
-  Existing Neighborhood Park
-  Marion County Park Aumsville Ponds
-  Existing Pocket Park
-  Existing Linear Park

City of Aumsville Existing Parks

June 2023

5.1.2 Existing Marion County Parks and Potential Park Sites in Aumsville

Marion County Parks and Facilities

Aumsville Ponds Natural Area	77.80 acres
<u>Marion County Shops Facility (@Porter-Boone Park)</u>	<u>1.67 acres</u>

Marion County Sites in Aumsville ***79.47 acres***

5.1.3 City of Aumsville Park Narratives and Park Master Plans

Appendix A includes individual narratives and a master plan drawing for each city-owned park facility. Each narrative includes a site description, photos, maps, an inventory of existing facilities, and a summary of community observations and needs. The parks advisory committee worked with the consultants to identify problems, maintenance issues and prospective improvements for each park. The consultants prepared two concept plans for each site which incorporated ideas from the Parks Advisory Committee and the community. The concept plans were reviewed at two open houses in March 2016 and by the City Council in a May 2016 work session. After the consultants prepared a recommended park design plan for each park, the City Administrator and staff recommended minor revisions to the final concept plans.

A park narrative, recommended park improvement priorities and a conceptual master plan design drawing were prepared for each of the City of Aumsville parks. The individual park narratives for each park are in Appendix “A”. Park improvement costs estimates for each park are in Appendix “B”. In 2019, the City acquired the 22.57-acre Eastside Community Park site and in 2023 prepared the Eastside Community Park master plan drawing and park narrative, Appendix A-7.

Appendices

- A-1. Porter Boone Park**
- A-2. Mill Creek Park**
- A-3. Wildwood Park**
- A-4. Water Tower Park**
- A-5. Highberger Linear Park**
- A-6. Aumsville Ponds Natural Area**
- A-7. Eastside Community Park (**

The approved “Master Plan” design plan for each park is found at the end of each park narrative.

6.0 – FUTURE PARKS

This chapter analyzes the City’s need to plan for the acquisition of land for the development of new parks and open spaces within the Aumsville Urban Growth Boundary as the City grows during the 20-year planning period from 2023-2043 and beyond.

6.1 Park Land Needs Analysis

6.1.1 Review of Existing Aumsville Parks

In Chapter 4 of this plan, the City concludes it will provide six types of public parks to serve local residents:

1. Pocket Park
2. Neighborhood Park
3. Community Park
4. Nature Park
5. Special Use Park, and
6. Linear Park including Trails, Pathways and Bikeways.

These parks will be coupled with the recreational facilities available at the Cascade School District’s existing school sites and Marion County’s Aumsville Ponds Natural Areas to create an integrated community-based park and open space network. Table 6-1 provides a summary of the existing parks and recreational facilities owned by the City of Aumsville.

Table 6-1
Existing Parks and Recreational Facilities in the City of Aumsville
June 2023

	Name of Park or Recreational Facility	Park Type	Size (Acres)
1	Porter Boone Park	Community Park	7.24
2	Eastside Community Park	Community Park	22.57
3	Mill Creek Park	Neighborhood Park	8.46
4	Wildwood Park	Neighborhood Park	0.92
5	Water Tower Park (@ City Hall)	Pocket Park	0.25
6	Chester Bridges Community Center (@ City Hall)	Community Center	0.18
7	Highberger Linear Park	Neighborhood / Linear Park	3.02
Total Acreage of City of Aumsville Park Land			42.64

Chapter 5 of the *Aumsville Park Master Plan* provides design concepts and recommendations for the improvement of each of the City’s existing parks with a prioritized list of improvements and land acquisition at each park.

6.1.2 Park Land Needs Analysis

OPRD’s parkland classification system identifies 11 different types of parks that range from the smallest pocket park of less than ¼ acre in size to the largest nature park with hundreds or thousands of acres. Each parkland type has a particular purpose and function. Not all types of parkland will be developed in every community. Overall, the state guidelines recommend Oregon’s cities plan for 6.25 to 12.5 acres of park land per 1,000 population. In Chapter 4, Section 4.1.1, this plan recommends the City plan for 7.25 acres of urban parks plus land for natural areas, special use park facilities and linear park recreational trails. See Chapter 4 and Table 4-1 for park development standards by parks type.

In 2017 the City had 4.72 acres of park land per 1,000 residents. With the acquisition of 22.57 acres for the Eastside Community Park in 2019, this number rose dramatically. Table 6-2 shows in June 2023, the City of Aumsville had 10.08 acres of park land per 1,000 residents. Column C estimates the number of acres needed for each type of park by the year 2043, the end of the 20-year planning period. Column E shows the City will need to acquire 4.60 acres of park land and 4.57 acres for recreational trails to serve the forecast population of 6,074 residents in the year 2043.

Table 6-2
City of Aumsville
Park Facility Development Standards and Projected Needs

		(A)	(B)	(C)	(D)	(E)
	Type of Park or Recreational Facility	Park Facility Development Standard Per 1000 people	Existing Supply (2023) Population 4,212	Park Facility Needs Based on Projected Population		Park Land Need by 2043 (Acres Needed)
				2043 Pop. Estimate 6,074	2050 Pop. Estimate 6,664	
Urban Parks						
1	Community Park	5.00	29.81	30.37	33.32	0.56
2	Neighborhood Park	2.00	9.38	12.15	13.33	2.77
3	Pocket Park	0.25	0.25	1.52	1.67	1.27
Urban Park Totals		7.25	39.44	44.04	48.32	4.60
Special Use Parks and Recreational Facilities						
4	Linear Park / Recreational Trail	0.5 to 1.5 miles or 1.25 acres	3.02	7.59	8.33	4.57
5	Natural Area	10 to 200 acres per community	None			Utilize Aumsville Ponds
6	Community Center	1 Com Ctr facility per 15,000 residents	1	1	1	New or Remodel Existing Com Ctr
7	Recreation/Activity Center	1 Rec/Activity Ctr per 15,000 residents	None	1	1	Develop in Porter-Boone Park
Special Use Parks Totals		1.25	3.02	7.57	8.33	4.57
Totals		8.50	42.46	51.63	56.65	9.17
Park Land Acres per 1000 residents			10.08	8.50	8.50	

6.1.3 Proposed Park Land Acquisitions

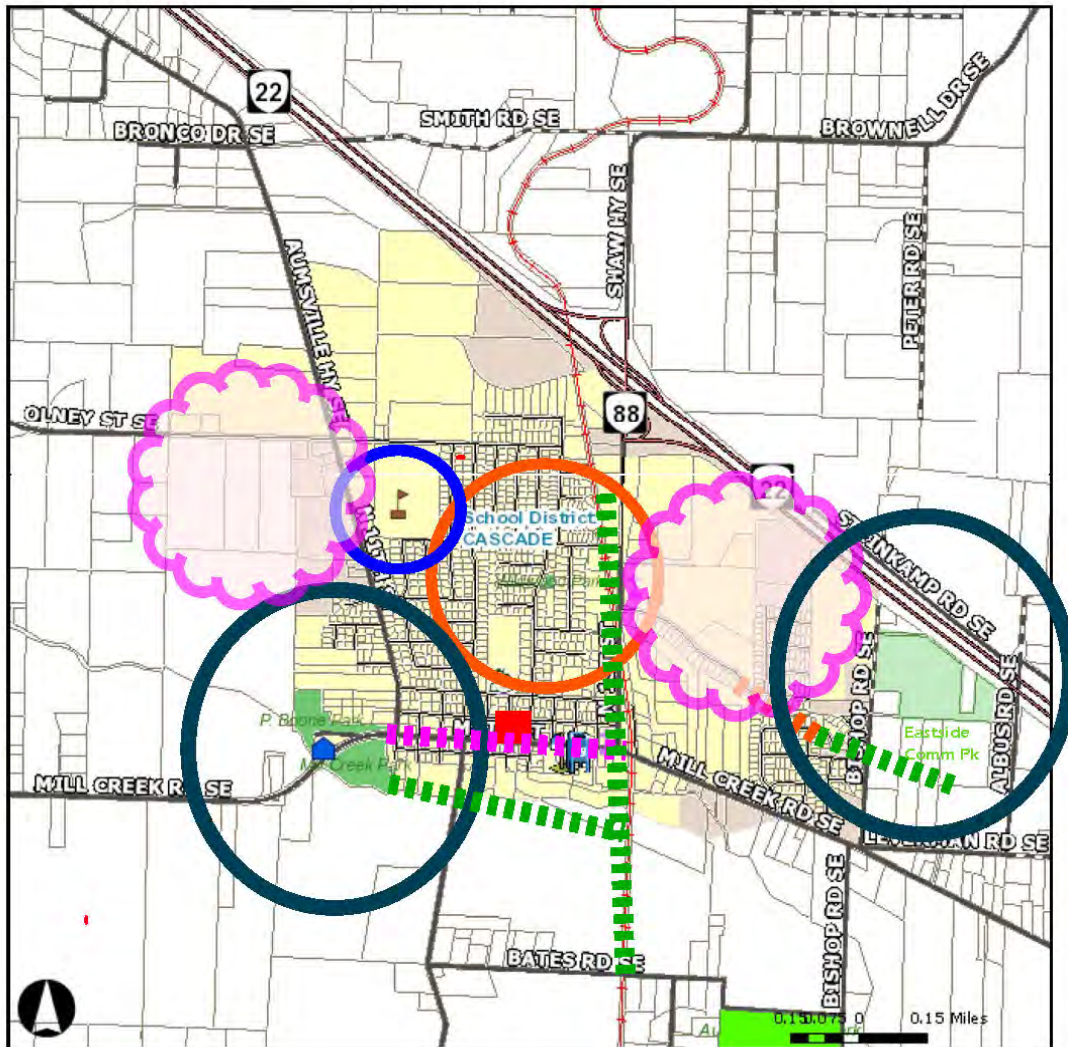
During the review of the City’s existing parks, the Parks Advisory Committee concluded there may be opportunities to acquire adjacent land when land becomes available and the City can obtain a donation of park land or purchase the land from a willing seller. When the opportunity arises, the Parks Advisor Committee recommends the City acquire land adjacent to Porter-Boone Park, Eastside Community Park, Mill Creek Park, Highberger Linear Park and Wildwood Park, listed as sites 1 to 4 in Table 6-3.

In order to meet the estimated need for park land, the City may need to acquire land to expand existing parks and/or create new parks. The 2017 parks master plan recommended the City acquire land for a new Eastside Community Park, a new neighborhood park west of 11th Street and a small neighborhood or pocket park within the Flowers Meadows Subdivision in the NE section of the UGB. The Parks Advisory Committee agrees these parks will be needed to serve new residential areas of the City. Map 6-1 on the following page shows the location of the proposed parks, including Eastside Community Park acquired in 2019. They are all within a 5-minute drive or 10-minute walk of residential areas of the City.

Table 6-3
**Recommended Park Land Acquisition for the City of Aumsville
 June 2023**

	Name of Park or Recreational Facility	Type	Proposed Land Acquisition	Size (Acres)
Existing City Parks				
1	Porter Boone Park	Community	Acquire Land north of Porter-Boone Park	3.00
			Acquire Marion County Shops site	1.67
2	Mill Creek Park	Neighborhood	Acquire existing home west of 11 th Avrhenu	0.82
		Linear	Acquire Recreational Trail ROW from Mill Creek Park East to West Stayton Rd and to RR Tracks along south bank of Mill Creek	4.50
3	Wildwood Park	Neighborhood	Acquire 401 Clover St. for future parking area	0.70
4	Highberger Linear Park	Linear	Extend Recreational Trail east of Bishop Rd. SE	2.50
Total Proposed Land Acquisition Adjacent to Existing Parks				13.19
Proposed New Parks				
5	Flowers Subdivision Pocket Parks	Pocket	Acquire pocket parks within Flowers Subdivision north of Willamette Street and trail connection to Highberger Linear Park	.75
6	Eastside Community Park Expansion	Community	Purchase 4+ acres at 7582 Bishop Rd. SE and 7767 Albus Rd. SE adjacent to the existing park. If feasible, acquire sites to expand multi-purpose fields.	4.00
7	Neighborhood Parks	Neighborhood	Acquire 2 acres west of 11 th Street/Aumsville Hwy to serve the Northwest portion of the Aumsville UGB	2.00
Total Proposed New Parks Land Acquisition				6.75
Proposed Land Acquisition Total				19.94

City of Aumsville Future Neighborhood & Community Parks



-  Existing Community Park
-  Existing Neighborhood Park
-  Existing Pocket Park
-  Existing School Playground
-  Existing Marion County Park
-  Future Community Park
-  Future Neighborhood Park 1/4 mile radius
-  Existing Greenway
-  Future Greenway

6.1.4 Future Park Uses and Classifications

Parks and recreational facilities are frequently classified as resource-based or activity-based. The distinction between these two types is not clear-cut since many resource-based sites often contain activity-based facilities.

- Active recreational opportunities involve the user as an active participant. Activity-based facilities are developed to enable park users to actively participate in group sports such as basketball, baseball/softball, or soccer or individual recreational pursuits such as playground use, aerobics, running and walking. Urban parks are activity based. Community parks, neighborhood parks and pocket parks fit this classification.
- Resource-based facilities are centered around natural resources which may provide opportunities more passive recreational activities, such as walking, picnicking, hiking, hunting, water sports, fishing or simply enjoying nature. Recreational trails and the Aumsville Ponds Natural Area fit this classification.

In addition to the City of Aumsville’s parks, many other resource-based and activity-based recreational facilities inside the City and outside the City’s UGB are available to Aumsville’s residents. Local school facilities, state and county parks and recreational areas, North Santiam River recreation sites, parks and open space in other cities are all accessible. These sites complement those in Aumsville and provide a diversity of park types and recreation opportunities. City parks and nearby recreation sites allow for both “Activity-Based” and “Resource-Based” recreational activities. The Parks Advisory considered the diversity, types and close proximity of these other facilities to the City of Aumsville when planning for new parks in Aumsville.

The Parks Advisory concluded new parks developed in the City of Aumsville should be “Activity-Based”. City owned and maintained parks in Aumsville will be designed for activity-based recreation uses, while the Aumsville Ponds Natural Area and other state/county parks will meet the needs of area residents for resource-based, passive recreation activities. Table 6-4 summarizes future park needs and potential land acquisition for community, neighborhood, pocket parks and recreational trails.

Table 6-4
City of Aumsville
Summary of Proposed Park Land Acquisition by Park Type (Acres)

		(A)	(B)	(C)	(D)	(E)
	Type of Park Facility	Existing Parks (2023) <small>(from Table 6-1)</small>	Potential/ Proposed Land Acquisition <small>(from Table 6-3)</small>	Total Park Acreage <small>(A + B)</small>	Projected Park Land Need by 2050 <small>(from Table 6-2)</small>	Excess or (Deficiency) <small>(C – D)</small>
1	Community Park	29.81	8.67	38.48	33.32	5.16
2	Neighborhood Parks	9.38	3.52	12.90	13.33	(0.43)
3	Pocket Parks	0.25	0.75	1.00	1.67	(0.67)
4	Linear Parks / Recreational Trails	3.02	7.00	10.02	8.33	1.69
5	Natural Areas: Aumsville Ponds	None	Discuss with Marion County regarding long-term ownership, management and development of the site			
Totals		42.46	19.94	62.40	56.65	5.75

6.2 Proposed New Community Park and Neighborhood Parks

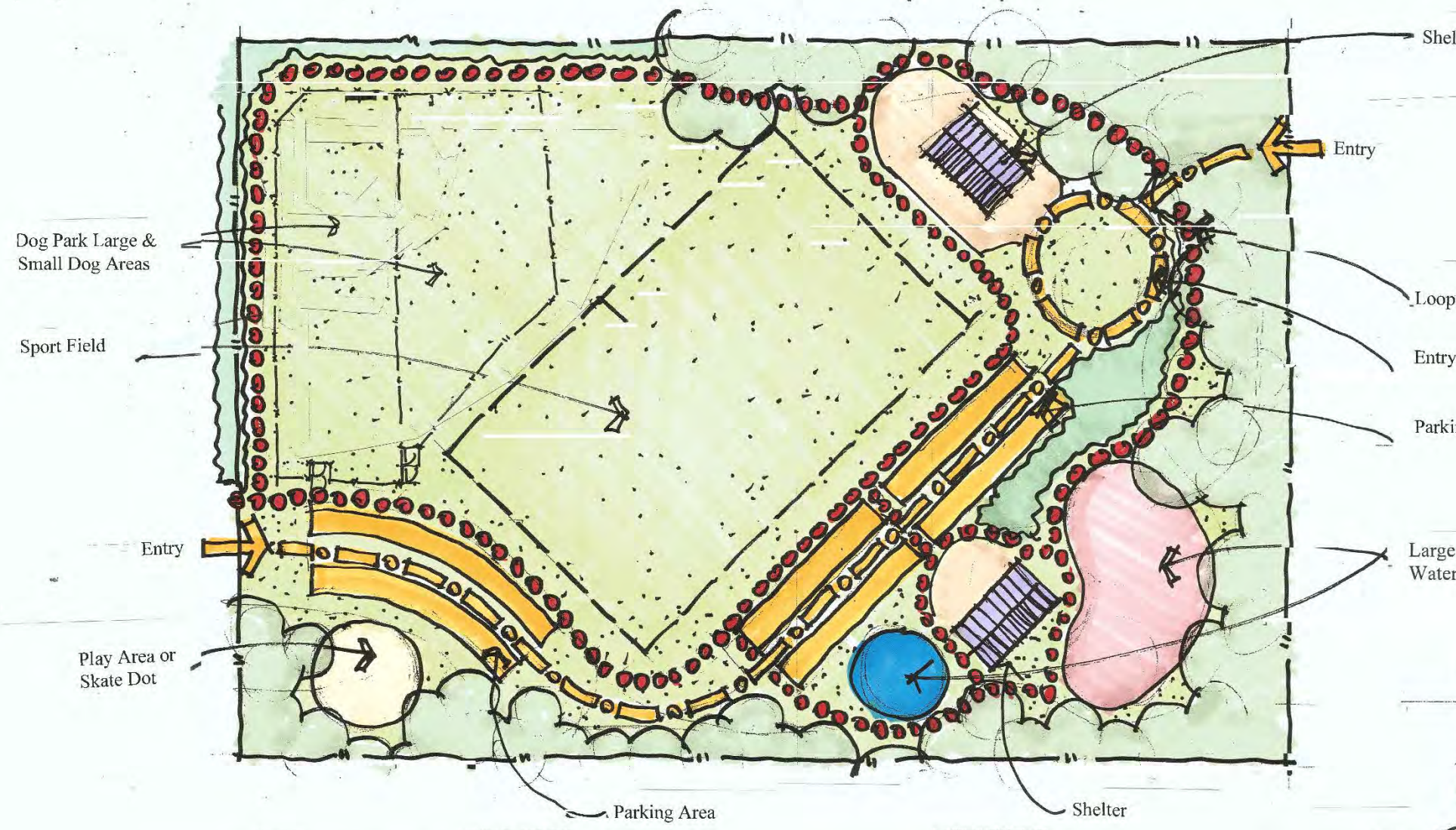
Map 6-1 and Table 6-4 show the City proposes to acquire up to 20 additional acres to expand the city's existing parks and to create one or two new urban parks:

- | | |
|--------------------------------|---|
| 1. NW Neighborhood Park | Location: West of 11 th Street – NW UGB Area |
| 2. NE Neighborhood/Pocket Park | Location: Flowers Meadows Subdivision – NE UGB Area |

Since the City has not acquired these properties, a detailed design plan has not been prepared. Chapter 4, Section 4.2 provides standards for a Community Park, Neighborhood Park and a Pocket Park, including a list of recreational facilities recommended for each type of park. Landscape Architect Brian Bainnson has developed a conceptual plan for a 20-acre community park and a 2-acre neighborhood park. The conceptual plans on Map 6-2 show typical facilities developed in each park.

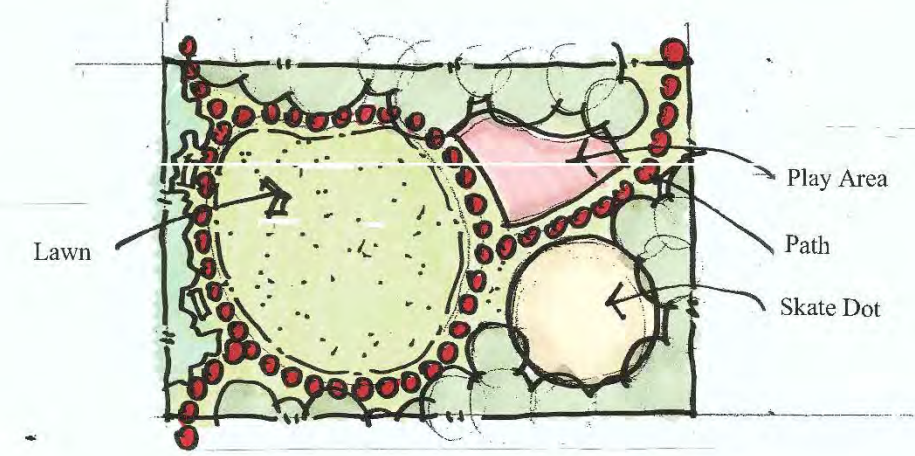
FUTURE COMMUNITY PARK & NEIGHBORHOOD PARK CONCEPT PLANS

Map 6-2



LARGE COMMUNITY PARK
10-20 ACRES

- Potential Park Features
- Rock Climbing Wall
 - Handball Court
 - Soccer Field
 - Volley Ball Dog Park
 - Water Play/Splash Park
 - Disc Golf
 - Skateboard Area
 - Nature Play
 - Performance Space
 - Basketball
 - Dog Park



SMALL NEIGHBORHOOD PARK

 <p>Quatrefoil, Inc. Design • Landscape Architecture • Space Planning 401 SE 80th Ave, Portland, Oregon 97221 Tel: (503) 461-1800 Fax: (503) 495-4400</p>	<p>REGISTERED 352 BRIAN E. BAINSON OREGON 07/26/1996 LANDSCAPE ARCHITECT</p>		<p>CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon</p>	<p>Future Concept Parks</p>	<p>REVISIONS: 12.19.2017</p>	<p>DATE: 3.28.2016 SCALE: No Scale SHEET: MP.8</p>
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7.0 – AUMSVILLE PARKS MASTER PLAN

7.1 Aumsville Comprehensive Plan – Parks Goals & Policies

The *Aumsville Parks Master Plan* is a capital facilities plan and a component of the *Aumsville Comprehensive Plan*. It is intended to provide a guide for the acquisition and development of park and recreation facilities for the City of Aumsville and the unincorporated areas of Marion County within Aumsville's urban growth boundary. Goals and policies for park and recreation facilities can be found in the *Aumsville Comprehensive Plan*. This plan recommends the City add the following Parks and Recreation Goals and Policies as part of Chapter VI, the Parks and Recreation element.

STATEWIDE PLANNING GOALS

GOAL 5 – NATURAL RESOURCES, SCENIC AND HISTORIC AREAS, AND OPEN SPACES: To protect natural resources and conserve scenic and historic areas and open spaces.

GOAL 8 – RECREATIONAL NEEDS: To satisfy the recreation needs of the citizens of the state and visitors, and where appropriate, to provide for the siting of necessary recreational facilities, including destination resorts.

CITY OF AUMSVILLE PARKS AND RECREATION GOALS

Goal P-1: To provide a variety of parks and recreational facilities to meet the needs of Aumsville's residents and visitors, enhance the livability of the City and enhance Aumsville's reputation as a great place to live and play.

Goal P-2: To provide accessible parks and recreation facilities for our citizens.

Goal P-3: To preserve natural areas and open spaces along Aumsville's waterways.

CITY OF AUMSVILLE COMPREHENSIVE PLAN POLICIES

Policy P-1: Parks Master Plan. The *Aumsville Parks Master Plan* is adopted as a technical amendment to the *Aumsville Comprehensive Plan*. The *Aumsville Parks Master Plan* will serve as a guide for parks and open space land acquisition, the development of new parks, trails and recreation facilities and for the improvement of existing parks within the City of Aumsville.

Policy P-2: Future Park Sites. The *Aumsville Parks Master Plan* identifies the general locations for future parks. In order to acquire specific properties, the City is encouraged to work with existing property owners to acquire property from a willing seller. The City may purchase the property, obtain either a right-of-first refusal or enter into an agreement for future acquisition.

Policy P-3: Community Parks. The City will acquire additional land to expand the city's two community parks: Eastside Community Park and Porter-Boone Park.

Policy P-4: Neighborhood Parks. The City will develop neighborhood parks to serve existing and future residential neighborhoods so the majority of residents live within a ¼ mile radius of a local park.

Policy P-5: Dedication of Land for Parks and Open Space.

- a. The City will include park land and trail acquisition/dedication requirements and development standards in the Aumsville Development (Subdivision) Code to enable the City to acquire park land and open spaces concurrently with new development.

- b. Dedication of less than one-half acre for a neighborhood park is discouraged unless it is positioned on the edge of a subdivision and can be combined with adjoining vacant land as it develops.
- c. Park names may recognize the donor, honor a historical community figure or refer to a geographic site. The planning commission will recommend names of new parks to the city council, with preference given to the donor(s) wishes.

Policy P-6: Youth Recreation Facilities. The City will support efforts to provide community-based recreational facilities and programs to serve local youth and families. The addition of an indoor community recreation facility, multi-purpose fields and similar facilities are a priority.

Policy P-7: Public Access to Mill Creek and Highberger Ditch. Whenever possible, the City will acquire land and protect open spaces along Mill Creek and Highberger Ditch. These open space areas will provide areas for storm water detention, improve flood plain functions, provide a natural riparian corridor, protect existing wetlands and provide attractive natural areas along these waterways.

Policy P-8: Pedestrian and Recreational Trails. The City will develop recreational trails plan that may include pedestrian paths, sidewalks and multi-use trails to connect residential neighborhoods with parks, schools and the Main St. business district.

Policy P-9: Coordination with State and County Parks and Recreation Facility Plans. The City will coordinate the city's park and recreation facility planning with the *Marion County Parks Master Plan* and the *Oregon Statewide Comprehensive Outdoor Recreation Plan (SCORP)*.

AUMSVILLE DEVELOPMENT CODE AMENDMENTS

The Aumsville zoning and subdivision ordinances allow a developer to provide parks and open spaces as part of a development in order to protect wetlands, waterways or flood prone areas, provide land for parks or other public purposes.

The provision of public open spaces schools, parks, natural areas and recreational trails is essential for the sound development of residential areas. Chapter 20, Section 20.05 of the city's development ordinance requires a developer to plan for the provision of park land or open spaces as part of a new subdivision. Any land proposed for public use shall be shown on a preliminary subdivision plat. Where a proposed park, school, utility facility or other public use shown in the comprehensive plan is located in whole or in part within a subdivision, the planning commission may require the dedication at the time of subdivision or reservation of the area for future acquisition.

In its review of any land acquisition or dedication requirement as part of a development proposal, the City should routinely seek legal counsel to ensure the proposed dedication or land acquisition complies with legal requirements (rationale nexus test). If it does not, the City may elect not to require a public park dedication or the City may pay an agreed upon amount or a court-mandated amount as just compensation to the property owner.

Sample Language: *Dedication of Public Use Areas.*

1. Policy: Planning for storm water management, flood control, wetlands protection, habitat preservation, parks, schools, playground, recreational trails and similar uses is a responsibility good public policy and a responsibility of the City. The dedication of land for parks, public facilities and open space for the benefit of the public is essential for the sound development of residential areas.
2. For any residential development larger than 2-acres in size, the Planning Commission may require the dedication of sites of a character, extent and location suitable to the needs created by such development for schools, parks, public utility facilities, or other public purposes. Dedication may be either by dedication (fee simple title), warranty deed, conservation easement or similar device.
 - a. Parks: The Planning Commission may require dedication of land for park and recreational purposes in an amount proportional to the impact of the proposed residential development. The proportional dedication of

park land, open space and/or recreational trails required as part of a development or subdivision will a ratio based on providing 8.25 acres of park land per 1,000 population, but the required dedication will not be more than 5% of the project site.¹

- b. Highberger Ditch or Drainage Corridors. The Planning Commission may require dedication of land along Highberger Ditch, drainage courses or waterways as public open space to provide for storm water management, preserve wetlands/riparian habitat and to provide an area for a streamside pathway or recreational trail. The area used for on-site storm water management, retention and/or detention will not be counted as part of the parkland dedication described in Section 2a above.
 - c. Where a proposed park, playground, or other public use shown in a plan adopted by the City is located in whole or in part in a subdivision, the City may require the dedication or reservation of this area on the final plat for the subdivision, provided that the impact of the development on the City park system is roughly proportionate to the dedication or reservation being made.
3. The City may purchase additional land or accept voluntary dedication of additional land for parks and open space beyond the minimum required in Section 2 above, however, the City is under no obligation to accept such areas offered for dedication or sale. Dedication of additional park land to the City for public use areas, voluntary or otherwise, shall be eligible as a credit toward any required parks system development charge for parks.
4. No subdivider shall be required to dedicate, or make payments in lieu thereof, more than forty percent (40%) of the land for all public purposes including streets, but not including utility easements, storm water management or drainage ways. If greater land areas are required for public use, the Planning Commission may require the reservation of such areas for a period of two (2) years during which time the appropriate agency may acquire such land at such prices as is established prior to final approval of the plat.

7.2 Aumsville Parks Master Plan

7.2.1 Parks Master Plan Maps

Map 7-1 is the city-wide *Aumsville Parks Master Plan*. Map 7-1 and the following individual park master plan maps are to be used as guide for the acquisition and development of new parks and for the improvement of existing parks in the City of Aumsville. The plan maps are not binding, but are conceptual maps to be used as a guide to the City.

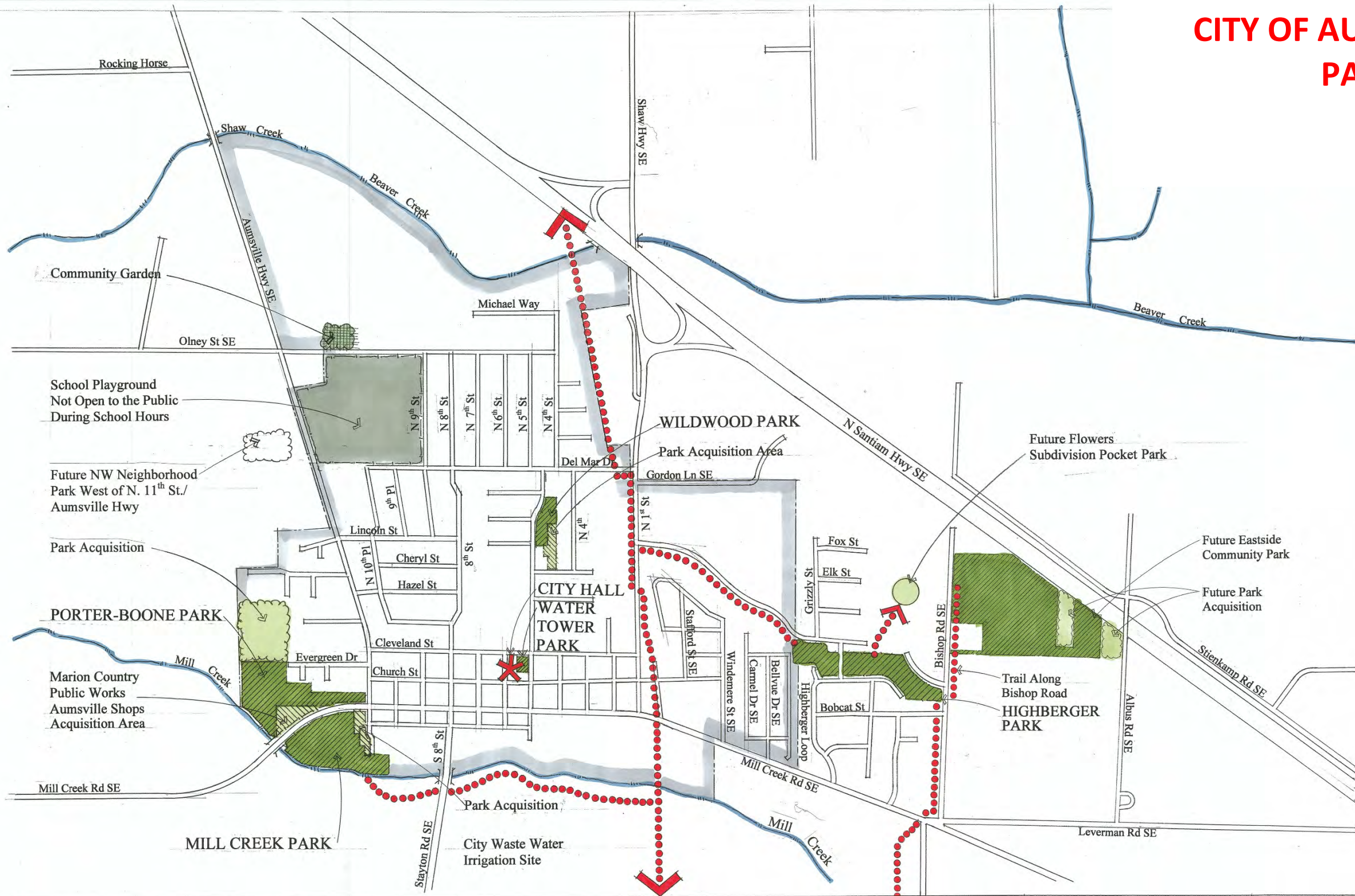
Map PB-3	Porter-Boone Park Master Plan
Map MC-4	Mill Creek Park Master Plan
Map W-2	Wildwood Park Master Plan
Map WT-2	Water Tower Park Master Plan
Map H-3	Highberger Linear Park Master Plan
Map AP-1	Aumsville Ponds Natural Area Master Plan
Map E-3	Eastside Community Park Master Plan



¹ The City of Aumsville estimates it needs 8.5 acres of park land per 1,000 residents for parks and recreational trails. The following examples show how to determine the amount of park land dedication is roughly proportional to a new residential development.

Example #1: Proposed subdivision on a 15-acre site @ 4 units/acre density = 60 new homes.
60 single-family homes @ 3.03 persons per household = 181 residents
181 residents/1000 residents = 18.1% x 8.5 acres/1,000 residents = 1.54 acres of parkland needed

Example #2: Proposed apartment complex on a 15-acre site @ 12 units/acre density = 180 new units
180 multi-family apartment units @ 2.4 persons per household = 432 estimated residents
432 residents/1000 residents = 43.2% x 8.5 acres/1000 residents = 3.67 acres of parkland needed.

**CITY OF AUMSVILLE, OREGON
PARKS MASTER PLAN
June 2023 Update
Map 7-1**



 <p>Quatrefoil, Inc. Group - Landscape Architecture - Sign Planning 404 SE 8th Ave, Portland, Oregon 97214 Tel: (503) 254-8999 Fax: (503) 254-9460</p>	<p>REGISTERED 352 BRIAN E. BAINSON OREGON 07/26/1996 LANDSCAPE ARCHITECT</p>	<p>CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon</p>			<p>REVISIONS: 12.19.2017 6.13.2023</p>	<p>DATE: 12.19.2017</p>
					<p>SCALE: No Scale</p>	<p>SHEET: MP.0</p>

7.2.2 Park Improvement Priorities by Park Site

The Aumsville Parks Master Plan is a capital facilities plan for existing parks and recreational facilities. Appendix A includes a narrative and master plan map for each of the City of Aumsville’s public parks and the Aumsville Ponds Natural Area.

- A-1 Porter-Boone Park
- A-2 Mill Creek Park
- A-3 Wildwood Park
- A-4 Water Tower Park
- A-5 Highberger Linear Park
- A-6 Aumsville Ponds Natural Area
- A-7 Eastside Community Park

Each narrative includes a Master Plan map for the park, a narrative describing existing facilities, recommended improvements and a table listing priority improvements for the individual park, as recommended by the Parks Advisory Committee. Table 7-1 below provides a summary list of the recommended improvement by park site.

Table 7-1
City of Aumsville Parks
Recommended Improvements by Park Site
 Improvement within each Park are listed in Priority Order

#	Recommended Park Improvements	Description
Porter Boone Community Park		
PB-1	Land Acquisition: Marion County Shops Facility	1.67-acre site: Map 082W25CA, TL 01200.
PB-2	Land Acquisition: North of Porter-Boone Park	2.00+/- acre site: Map 082W25CA, TL 00600.
PB-3	Marion County PW Shops Site Redevelopment (Phase 1)	Environmental assessment and remediation. Remove buildings and facilities. Phase 1 – parking lot expansion.
PB-4	Mill Creek Access and Riparian Area Restoration	Bank erosion and riparian vegetation restoration on the north bank of Mill Creek.
PB-5	Recreational Trail to North	Recreational trail extension north toward Caleb Street.
PB-6	Marion County PW Shops Site Redevelopment (Phase 2)	Feasibility assessment repurpose the large shop/storage building for recreation or community use. Remodel the building and develop an adjacent activity field.
PB-7	Porter-Boone Park Entrance Realignment	Realign and reconstruct Porter-Boone Park entry from Mill Creek Road to improve safety

Table 7-1
City of Aumsville Parks
Recommended Improvements by Park Site
Improvement within each Park are listed in Priority Order

#	Recommended Park Improvements	Description
Porter Boone Community Park (continued)		
PB-8	Activity Shelters	Construct 1 or 2 picnic shelters for family/group use.
PB-9	Marion County PW Shops Sites Redevelopment (Phase 3)	Construct new west entry/exit to Mill Creek Road and new pedestrian crossing to Mill Creek Park.
Eastside Community Park		
E-1	Phase 1 design for the Eastside Community Park	Prepare design development plans, construction drawings and contract specifications for Phase 1.
E-2	Play Area #1	Develop either Play Area #1 (all-weather play surface & structures) or Play Area #2 (natural play area), entry road and west side parking lot and first phase of underground utilities into the park site.
E-3	Multi-purpose fields and gravel parking area	Work with the Cascade Little League to grade and develop the multi-purpose fields, south entry road and gravel parking area.
E-4	Recreational trail	Develop a bark chip recreational trail around the perimeter of the park (Bishop Rd. around the oak grove).
E-5	Play Area #2	Develop Play Area #2 including shelters, picnic tables, benches, and hard-surfaced pathways.
E-6	Restrooms, entry road & parking lot	Complete entry road and parking circle, including storm drainage detention facility. Extend public utilities, construct restrooms, hard-surface pathways, and landscaping.
E-7	Basketball and pickleball courts	Construct basketball and/or pickleball courts, pedestrian pathways, and landscaping.
Mill Creek Park		
MC-1	BMX Track	Install a dirt BMX track
MC-2	Land Acquisition: Mill Creek Park Expansion	Acquire 0.82 acres @ 1106 Main St. to expand the park east to SE 11 th Street. Map 082W25DC, TL 07600.
MC-3	Brian Haney Skate Park Expansion	Add street skating elements to the Brian Haney skate park.
MC-4	Relocate Playground	Relocate and reinstall the small playground when the street skate park expansion is completed.
MC-5	Recreational Trail to W. Stayton Rd.	Acquire 1.0+ acres and install a new recreational trail on either the north or south side of Mill Creek from Mill Creek Park to W. Stayton Rd. Map 082W36.
MC-6	Recreational trail improvements within Mill Creek Park	Complete a loop recreational trail around the park.
MC-7	Mill Creek Road Entry realignment	Realign Mill Creek Road entry driveway and add a pedestrian crossing to Porter Boone Park.

Table 7-1
City of Aumsville Parks
Recommended Improvements by Park Site
Improvement within each Park are listed in Priority Order

#	Recommended Park Improvements	Description
Wildwood Neighborhood Park		
W-1	Restrooms & Changing Room	Build a new restroom with a family changing area.
W-2	Wildwood Park: Phase 1A site improvements	Develop the 0.34 acres at the south end of Wildwood Park with pathways, small picnic shelters and landscaping.
W-3	Wildwood Park: Phase 1A site improvements	Add a trellis or covered picnic area, install picnic tables and benches and plant additional shade trees for the splash park and playground area.
W-4	Land Acquisition: 401 Clover Street	Acquire the 0.81 acres at 401 Clover Street for the future expansion of Wildwood Park and off-street parking area.
W-5	Parking Lot	Install a 12 to 20+ car off-street parking lot. Add walkways and lighting to park.
Water Tower Park		
Note	Water Tower Seismic Upgrades and Well Rehab	Water System Improvements to rehab the well and complete seismic improvements to the water storage reservoir will impact park improvements on the site.
WT-1	Water Tower Park – Phase 1 improvements	Replace the canopy, add ADA-compliant picnic table, plant “holiday” tree, modify landscaping, install drinking fountain and garbage enclosure.
WT-2	Water Tower Park – Phase 2 improvements	Construct 6’ wide PCC circular path & benches and install landscaping and trees adjacent to path.
Highberger Linear Park		
H-1	Restroom	Build a new restroom at Willamette Street.
H-2	Fitness Trail	Develop fitness stations along the Highberger Park recreational trail.
H-3	Native Plant Restoration	Wetlands plants restoration west of Cougar Street.
H-4	Land Acquisition and Recreational Trail Extension (north to Flowers Meadows Subdivision)	Acquire land and extend trail north to Willamette Street into the Flowers Meadows subdivision.
H-5	Land Acquisition and Recreational Trail Extension (east of Bishop Rd.)	Acquire land east of Bishop Rd. along Highberger Ditch to extend the Highberger Park recreational trail from Bishop Rd. SE to Albus Rd.SE
H-5	Recreational Trail Extension (south on Bishop Rd. to Mill Creek Rd.)	Acquire ROW on Bishop Rd. SE and extend the recreational trail south to Mill Creek Rd.

Table 7-1
City of Aumsville Parks
Recommended Improvements by Park Site
Improvement within each Park are listed in Priority Order

#	Recommended Park Improvements	Description
Aumsville Ponds Natural Area		
AP-1	Aumsville Ponds Natural Area Agreement	Agreement with Marion County for long-term ownership, lease, management and improvement of the Aumsville Ponds Natural Area.
AP-2	Trail improvements	Rebuild the loop perimeter trail around Young Lake as an accessible multi-use trail with benches/viewpoints.
AP-3	Group shelter and picnic facilities.	Add a small group shelter and picnic facilities east of the parking area on the north side of Young Lake.
AP-4	Parking area	Modify gates and expand the gravel parking area to allow for year-round use.
AP-5	Refurbish restrooms, parking area and picnic facilities	Refurbish or replace the existing restrooms.
AP-6	Install interpretive signage	Install additional interpretive signage along the trails.
Future Parks		
F-1	Land Acquisition: Eastside Community Park	Acquire 4+ acres to expand the eastside community park.
F-2	Land Acquisition: NW Neighborhood Park	Acquire 2 acres for a small park west of 11 th Street.

7.2.3 City-wide Park Improvement Priorities

The Parks Advisory Committee and city staff met in November 2016 to set city-wide priorities for park improvements for the period from 2017 to 2025. The list in Table 7-2 was updated in 2023. Table 7-2 identifies the top 15 park improvement priorities for the City. As opportunities arise, the City will seek to secure project funding for any of the projects listed in the priority list.

Table 7-2
City of Aumsville
City-wide Park Improvement Priorities

Priority	Project #	Park	Project Name
1	W-1	Wildwood Park	Wildwood Park Restroom Facility
2	E-1	Eastside Park	Phase 1 design & construction plans
3	E-2	Eastside Park	Phase 1 Play Area, parking and infrastructure
4	H-1	Highberger Linear Park	Highberger Park Restroom Facility
5	PB-3	Porter Boone	Marion County Public Works Shop Site Redevelopment Phase 1 - Environmental Assessment, Remediation & Parking Lot
6	F-1	Future Community Park	Land Acquisition: Acquire 4+ acres to expand the Eastside Community Park
7	M-1	Mill Creek	BMX Track
8	PB-1	Porter Boone	Land Acquisition: Marion County Shops Site
9	PB-2	Porter Boone	Land Acquisition: North of Porter-Boone Park
10	W-2	Wildwood Park	Phase 1A Site Improvements – South Lot Park Expansion
11	WT-1	Water Tower Park	Phase 1 Improvements –Canopy and Site Improvements
12	AP-1	Aumsville Ponds	Ownership/Management Agreement w/ Marion County
13	AP-2	Aumsville Ponds	Phase 1 Improvements – Parking, Restrooms & Picnic Facilities
14	WT-2	Water Tower Park	Phase 2 Improvements – Pathway and Benches
15	H-2	Highberger Linear Park	Fitness Trail

7.2.4 General Park Development Guidelines

The City has followed the Oregon Park and Recreation Department's recommended park classification system and Level of Service (LOS) standards to evaluate the City's existing parks and plan for their improvement or expansion. The standards reflect generally accepted norms for the size and type of parks and recreational facilities to serve residents in an urban area. The data, criteria, and policy recommendations are to be used to guide decisions. They are flexible and subject to review and revision as circumstances require. The following guidelines are recommended for use by the City as it upgrades its existing parks and develops new park facilities.

- **Park Design Standards.** Aumsville's parks and recreation facilities will be designed and developed to comply with Oregon's parkland classification system and recommended park and recreational facility standards listed in Chapter 4 of this plan.
- **Master Parks Plans.** Each master park plan is a conceptual park design. The plan is not binding on the City. They were developed by the Parks Advisory Committee, the Planning Commission and the City Council to guide decisions. Each design plan will change as the City's needs change.
- **Citizen Involvement in Park Design.** City officials are encouraged to invite citizens to participate in design charrettes and public meetings when each park design is modified or when the City plans major park improvements. Citizens do provide valuable input on community needs and desires of the residents. Final park designs should be reviewed and approved by the Planning Commission and/or the City Council.
- **Sustainability.** The City desires high quality and sustainable park facilities. New park buildings and major facilities will use high quality materials and will be designed for a minimum 50-year life cycle. Playground equipment and recreation facilities will use high quality materials and will be designed for a minimum 20-year life cycle. Park facilities and equipment should be vandal resistant and require a minimal level of on-going maintenance by the city public works staff.
- **Facilities and Equipment.** The facilities and equipment within a park (e.g., shelters, tables, benches, grills, trash cans, etc.) will be selected for compatibility with other features of the park and the anticipated park user demands. The City is encouraged to adopt design standards to create a consistent quality and aesthetic appearance for city park equipment and amenities.
- **Volunteers.** The City has a tradition of relying on volunteers. Volunteerism is vital if the city wants an excellent "community" parks system and recreation programs. Civic organizations and citizen volunteer are encouraged to be responsible for recreation programs, park development projects and parks maintenance whenever possible.

8.0 – FINANCING

8.1 Parks Development Financing

Parks Development Financing Policy: *The City will utilize a variety of financing sources to pay for park improvements. The city will utilize city funds, donations, volunteer contributions and in-kind staff assistance to leverage grants and complete projects at the least cost possible to the community.*

The City has limited funds available for development of new parks and recreation facilities. Potential financing sources include (1) General Fund, (2) General Obligation Bonds, (3) Local Option Property Tax Levy, (4) Parks Systems Development Charges, (5) Federal and State grants, (6) Marion County Special Project Funds Foundations, (7) Foundations, (8) Civic Organizations and Community Fundraisers and (9) Local Donors and Bequests.

- 1. General Fund:** The city's general fund relies on property taxes, state shared revenues, franchise fees and miscellaneous revenues to pay for the general operational expenses of the city such as administration, law enforcement and park maintenance. Capital expenses for parks improvements may be paid for with general funds, but available funds for capital projects are limited.
- 2. General Obligation Bonds:** Voter approved General Obligation (GO) bonds may be used to pay for capital improvements including the design, engineering and construction of parks, public facilities and buildings. GO Bonds pledge the "full faith and credit" of the city, and permit the city to levy an additional property tax that is sufficient to pay off the bonded indebtedness over a designated time period. A typical GO bond is carries a 20 to 30-year term. The annual property tax levy for the bonds is used to make annual debt service payments. Because GO bonds are secured by the additional property tax, voter approval is required. GO bonds are viewed as the most secure form of borrowing available to a city.

Oregon's larger cities and park districts have asked for and received voter approval of GO bond measures to purchase large tracts of park land and to pay for major facility improvements. For arts and cultural facilities, a GO bond measure may be coupled with grants or large donor contributions to finance a larger project..

- 3. Local Option Property Tax Levy:** The City Council may submit a local option tax levy to voters to finance parks acquisition, park improvement projects and/or park maintenance activities over a shorter time period than a GO bond measure. A local option levy may be approved for up to five years for any purpose and up to ten years for capital acquisitions and facilities. A local option levy may be a fixed dollar amount per year or a fixed tax rate.

Examples:

- 1. Fixed Dollar Levy:** The City may ask voters to approve \$100,000 for 4 years to pay for park maintenance and selected park improvements, or
- 2. Fixed Tax Rate:** The City may ask voters to approve an 8-year tax levy of \$0.75 per \$1,000 of assessed value to pay for park land acquisition and construction of a new park and community center building.

Aumsville does not have a history of seeking local option levies for parks and recreation services. Other cities in Oregon have used these levies to pay for quality of life services such as parks, libraries and recreation programs. The City of Stayton has a successful track record in obtaining voter approval of a 4-year local option levy to pay for parks maintenance, library services and selected park improvements.

4. Parks Systems Development Charge (Parks SDC): Chapter 15.16 of the Aumsville Municipal Code authorizes the city to collect a Parks SDC to pay for the costs of acquiring and developing parks under authority granted by ORS 223.297 through ORS 223.314. A Parks SDC may be imposed at the time a building permit is issued for new construction and is based on the demands new residents will impose on the city's park and recreation facilities. A Parks SDC charge must be used to pay for projects listed in the City's park master plan. Parks SDC cannot be used for on-going parks maintenance, administration or to pay for projects that are needed to serve existing residents. Parks SDC funds must be used to pay for the proportionate share of a park improvement project that serves new growth. Appendix "B" includes a Parks SDC analysis.

5. Federal & State Grants: Federal and state assistance for parks development is available under selected programs. In the late 1990's Oregon voters approved Measure 66 dedicating a portion of Oregon Lottery funds to parks and recreation purposes and watershed enhancement projects. OPRD's Local Government Grant Program is financing with these lottery funds.

The Oregon Parks and Recreation Department and Oregon Department of Transportation Department have grants available under the following programs:

- a. Land and Water Conservation Fund (LWCF)
- b. Local Government Grant Program (LGGP)
- c. Recreational Trails Grant Program (RTP)
- d. Heritage Program
- e. ODOT – Enhance It and Bicycle/Pedestrian Program Funds

Federal and state grants may be used for various park and recreation programs ranging from historic restoration under the Heritage grants program, to local parks land acquisition, rehabilitation of parks facilities and new parks development using the LWCF and LGGP programs. A competitive selection process is used to prioritize projects.

The City of Aumsville has successfully obtained grants from OPRD under the LWCF and LGGP programs. The City may also be eligible for other grant programs for special projects, such as watershed enhancements, wetlands restoration or fish habitat improvement. Funding sources may include federal agencies (BLM, Forest Service, etc.) or state agencies (Oregon Watershed Enhancement Board, Oregon Department of Fish and Wildlife or the State Marine Board).

Other small categorical grant programs still exist for targeted capital projects or activities, but these need to be researched individually. The Oregon Department of Transportation bike and pedestrian grant program may also provide funds for trail linkages within communities. In most cases, federal and state grants require a local match of cash or in-kind contributions of labor, materials and services. The grant program may require a smaller community to provide a local match as small as 10% of a project's cost while other grant programs may require up to a 50% local match.

Federal and state grants come with compliance requirements. Basic requirements include compliance with environmental regulations, public bidding and federal/state wage rates. The Oregon Parks and Recreation Department requires all new park facilities to provide access for the disabled in compliance with the Americans with Disabilities Act (ADA) and, for safety reasons, requires most power lines in public parks to be placed underground.

- 6. Marion County Special Projects Fund:** Marion County provides small grants to cities for special projects using the County's share of video poker funds. The Marion County Board of Commissioners office solicits projects annually from all of Marion County's twenty cities and other governmental entities. Grants may range from less than \$1,000 to as much as \$50,000. Grants have been provided for arts, cultural programs, economic development, early childhood reading, parks and recreation programs and small capital improvement projects. In 2016, the City of Aumsville received a \$12,500 grant to partially fund the replacement of the gazebo/stage building in Porter-Boone Park.

- 7. Foundations:** A number of Oregon's private non-profit foundations will partially fund community initiated public space and park development projects. Small cities in Oregon have received grants from the Ford Family Foundation, Collins Foundation, Oregon Community Foundation and Meyer Memorial Trust for capital projects which improve the quality of life for Oregon's citizens. Aumsville is very fortunate to have two community-based foundations nearby. The A. J. Frank Family Foundation and the Freres Foundation have long histories of contributing to worthwhile local projects with an emphasis on programs that enhance educational opportunities, improve community facilities and directly benefit residents of the North Santiam Canyon. Foundations are an excellent source of revenue for special community projects or they can provide local matches for state/federal grants.

- 8. Civic Organizations and Community Groups:** Local school and civic organizations (Rotary, Lions Club, Kiwanis, PEO, etc.) can provide funds and labor to support park improvement projects. If identified early in a grant application process, civic organizations can provide 10%-25% of the local match a small city needs for a state or federal grant. In-kind contributions of supplies, equipment and volunteer labor may be counted as part of the city's matching requirement. Local involvement in projects makes the city's grant application more competitive because it demonstrates strong community support for a particular project.

- 9. Local Philanthropy – Contributions and Park Land Donations:** Philanthropy from families and local citizens is a valuable financing tool for small cities.
 - a. Park land donations have provided Aumsville with some of its existing park sites. Signs at Porter-Boone Park and Mill Creek Park recognize the donors. A 2016 land donation added ¼-acre to the west end of Highberger Linear Park on Willamette Avenue.

 - b. Bequests, memorials and donations are often used to fund small and medium-sized projects. Both restricted and unrestricted gifts from individual donors can be used as matching funds for foundation and state grant programs.

8.2 Parks Maintenance

Parks Maintenance Policy: *The City will strive to maintain its parks system through combined efforts of city staff, private contractors and volunteers. As the community grows, the city will try to commit necessary funds and staffing to provide attractive parks, maintain equipment and facilities and upgrade the quality of the city's parks system.*

A recognized standard for parks maintenance is one (1) half-time person for every five acres of developed urban parkland. Currently the city has more than 16 acres of developed parks and 3 acres of linear park. The City of Aumsville full-time public works employees maintain all of the City's public utilities, streets and parks. Park maintenance duties include mowing all city properties, daily maintenance of public restrooms and general parks maintenance duties. Due to the skills of Aumsville's public works employees, they have constructed many of the shelters, picnic facilities and structures in the city's parks. The city's public works staff devotes the time of < 1.0 FTE public works employee annually to parks maintenance duties.

Typical Parks Maintenance Costs for Small Cities:

- Development (per acre urban parkland) \$50,000 to \$150,000 /acre
- Annual Maintenance \$5,000 to \$10,000+ per developed acre.
- Parks Maintenance Personnel: 1 person per 8-10 acres of urban parks
- Park Maintenance Salary Costs \$50,000 to \$70,000 per FTE (includes salary & benefits)

In FY 2016-2017, the City budgeted approximately \$150,000 for personnel, park maintenance materials and supplies and capital equipment and park improvements. This is an average of \$7,500 per developed acre of park land.

The city's staffing level does meet current standards. If the city desires to upgrade its parks and maintain them as higher quality parks and recreational facilities, then the City will need to either increase staffing levels or rely on volunteer efforts as existing parks are improved and new parks are developed.

City of Aumsville

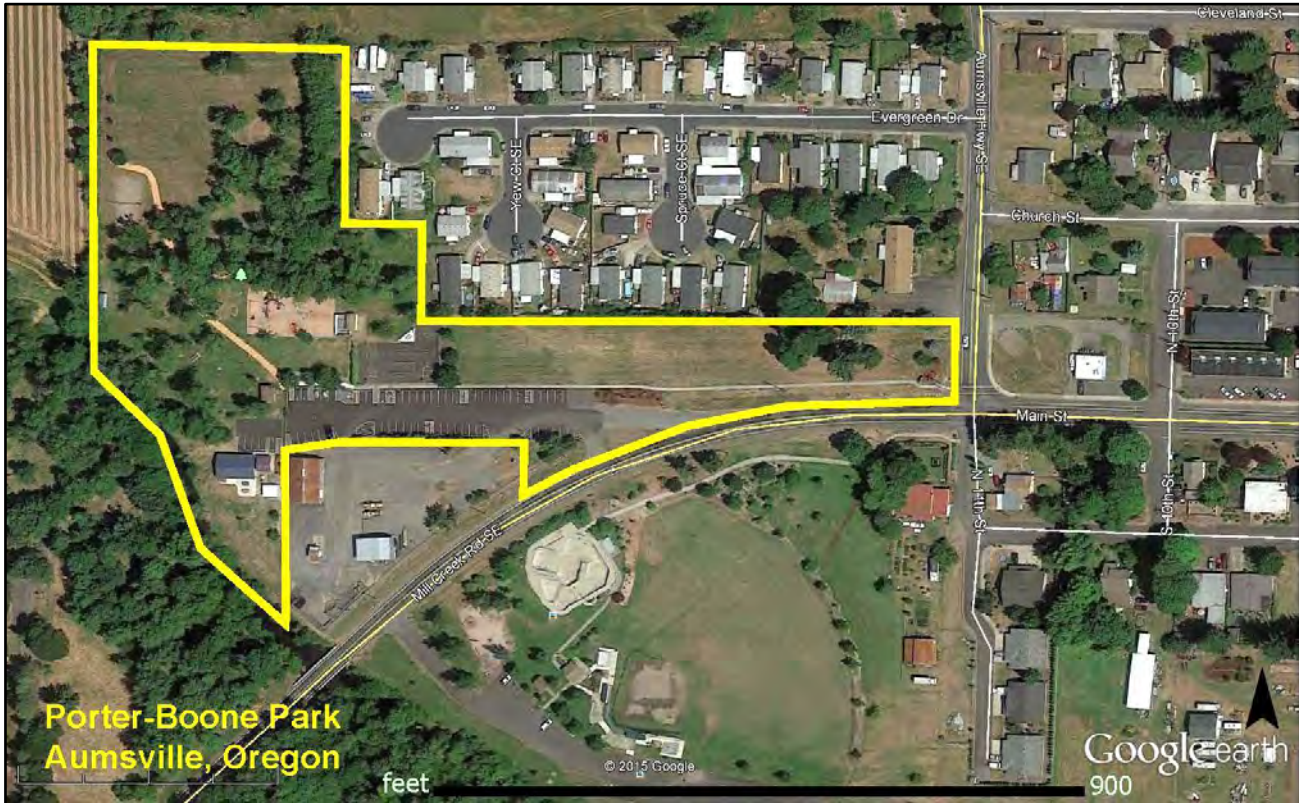
Parks Master Plan

Appendix A

Park Narratives

- A-1 Porter Boone Park**
- A-2 Mill Creek Park**
- A-3 Wildwood Park**
- A-4 Water Tower Park**
- A-5 Highberger Linear Park**
- A-6 Aumsville Ponds Natural Area**
- A-7 Eastside Community Park**

Porter-Boone Community Park



Porter-Boone Park Description

Porter Boone Park is Aumville’s oldest city park. Five acres were donated to the City in April, 1963 by Maude Boone. In the early 2000s the City acquired an additional 2+ acres at the rear of the park to increase the park size to 7.24 acres. The park is located in the southwest corner of the City along the banks of Mill Creek just north of Mill Creek Road and adjacent to the Marion County Public Works Department shop facility. A small entry road serves the park and the Marion County shops facility. Porter-Boone Park is directly across Mill Creek Road from Mill Creek Park. In combination, these two parks create a 15.70-acre park complex for citizens of Aumville and the surrounding area.

Porter-Boone Park has traditionally served as Aumville’s community park facility. The Aumville Corn Festival, summer recreation program and large community gatherings have used the park as an events venue. Day to day recreational activities focus on the large picnic shelter, extensive playground equipment and picnic areas.



Mill Creek runs along the southwest edge of the park and creates an attractive setting for the large shelter and picnic sites. Mature trees along the creek and within the park shade existing picnic areas. Mill Creek, picnic facilities and the large playground area attract families to the park throughout the spring, summer and fall months.



Marion County is relocating their Aumsville public works shops facility to another site at the east end of the City. When Marion County completes its move, the City has expressed strong interest in acquiring the 1.67-acre site and adding it to Porter-Boone Park. Marion County officials agree with this property transfer, but terms of the City's acquisition have not been finalized. As opportunities arise to acquire additional land west of Mill Creek within the flood plain area and/or north of the existing park, the city officials will consider acquiring land to expand the park.

Major improvements have been made to Porter-Boone Park since the early 2000's. The City has paved the parking area, installed new play equipment, constructed a large picnic shelter and restrooms, installed a sand volleyball court and a disk golf course, planted trees and added landscaping throughout the park. Site amenities to serve daily park users have also been installed by the city public works staff, including trash receptacles, horseshoe pits, picnic tables, dog litter bags and a bark chip walking path. As Porter-Boone Park has evolved over the years, three activity zones have been created.

(1) Activity Shelter

The large picnic shelter is the hub for community events, family gatherings and recreational programs. The shelter includes tables, sink, counter prep area and attached restrooms. To the south of the shelter, the City has installed concrete ping pong tables and two horseshoe pits. Large gatherings and church groups utilize these picnic facilities.



(2) Festival Grounds and Event Venue

Porter-Boone Park is the home of the Aumsville Corn Festival. The Corn Festival celebrates its 50th anniversary in 2018. An annual parade, Corn Festival princess selections, music, games, vendors and an endless supply of corn-on-the-cob attract thousands of visitors to the community at the end of August each year. Local farmers provide mountains of corn which are cooked on-site or packed in paper bags for festival-goers to take home with them.



In 2016, the City public works staff demolished an old gazebo and constructed a new events stage in the center of the park. It looks northwest into a shaded picnic area. The stage will host musical artists during the Corn Festival and is a welcoming venue at other times of the year for music, drama productions, movie nights and other community events.

(3) Playground and Courts

Porter-Boone Park has a large playground. The play structure and play equipment are designed for pre-school and early elementary aged children, ages 3 to 12. Slides, swings and climbing toys provide a variety of options for children and families. The play area is located away from picnic areas but is still close to restrooms and parking areas. A small grassy area south the playground has bleachers and benches for parents to sit, watch and monitor the play area.

2016 Porter-Boone Park Facilities Inventory

Buildings & Facilities

- Restrooms
- Gazebo / Bandstand
- City wells (2) & pump station buildings (2)
- Marion County shops facility



Picnic Facilities

- Large Group Picnic Shelter
- Picnic tables – fixed & movable (16)
- BBQ fire pits
- Trash receptacles

Circulation & Parking

- Main parking lot
 - 59 standard parking spaces
 - 4 handicapped accessible parking spaces
- Pedestrian sidewalk from 11th Street into Park

Miscellaneous

- Porter-Boone Park Sign
- Garden Club Recognition Stone
- Aluminum bleachers near play structures & courts
- Bike racks
- Cyclone fencing on north and east boundaries
- Summer recreation program storage units

Playground Equipment

- Play Structures – (2 for ages 3-12)
- Upright merry-go-round
- Swings - belt (6) and baby (2)
- Tot climbers

Recreational Facilities

- Tennis / Basketball Court (4 baskets)
- Disc Golf course
- Sand Volleyball area
- Walking/Running Trail – bark chips
- Horseshoe pits (2)
- Ping Pong tables (2)
- Youth Soccer field & goals

Utilities

- Electrical Panels & Pedestals
- Parking Lot Lighting
- Parking Lot Security Cameras



Community Observations and Public Open House Input

The project consultants toured Porter-Boone Park multiple times in 2016 and 2017 to see the park being used in a variety of ways during different seasons of the year. The Parks Advisory Committee also met with the consultants to discuss needs, constraints and potential future uses of Porter-Boone Park. The City solicited public comments at two open houses in March 2016 and during a Council workshop in May 2016.

General Observations on Park Usage:

Porter-Boone Park is heavily used by the community. As a community park, Porter-Boone Park provides a broad spectrum of park facilities and recreation opportunities to meet the needs of park users of all ages. It is a popular venue for large family gatherings, church functions, musical programs, community activities and special events. The City's popular summer recreation program has been based in the park. Movie nights attract large crowds.

The playground has swings, slides and a large play structure. Pre-schoolers, elementary students and pre-teens are often found using the play area together. Adults and families engage in a variety of day-use activities ranging from active sports (sand volleyball, basketball, tennis and disc golf) to more passive park uses (walking, family events, picnics). The trails that meander through the north end of the park are heavily used by pet owners to walk their dogs.

Warm weather attracts families and small groups to the picnic facilities and shelters. During hot summer days the shaded banks along Mill Creek attract children and teens, who wade into the cool waters of the creek. The occasional fisherman can be spotted on the banks of the creek. Local residents and employees come to the park to eat lunch or take a rest break.

The City's summer recreation program has been very popular over the past decade. Daily attendance of 50-60 children has been common, with up to 200 kids attending on some days. The program has relied on a city staff coordinator and many volunteers to offer games, reading enrichment, educational programs and a nutritious breakfast and lunch for children of all ages. In 2017 the program encountered funding and staffing problems. Continued operation of the recreation program is subject to funding availability and commitment of city officials and local volunteers.

Issues / Needs / Desires:

Porter-Boone Park is expected to change significantly over the next 20 years. If the City is able to acquire the Marion County public works shop facility and adjacent properties to the north and west, the City can redesign the parking area, add recreational facilities and transform the park. During work sessions and public meetings, the Parks Advisory Committee members, citizens, city staff and elected officials identified concerns and issues with the current park facilities and generated a variety of ideas of how to improve safety and enhance the park. There are many opportunities to upgrade facilities in Porter Boone Park and further develop Porter-Boone Park as a community park and the jewel of Aumsville's parks system.

Land Acquisition:

- Acquire and redevelop the Marion County Public Works shop property in order to provide additional parking, open space and improved circulation within the park.
- Acquire land to the north of Porter-Boone Park to extend the park north to Caleb Street.
- Acquire land to the west of the existing park if it becomes available.

Facilities and Land Acquisition:

- Work with Marion County to ensure underground fuel storage tanks and any contaminated soils are removed prior to conversion of the site to public park use.
- Evaluate Marion County's buildings and determine if any can be used as an indoor recreation facility.
- Create a new home for the Saturday Market with a vendor set-up area.
- Develop a market square with small permanent buildings for artisan, vendor or community use.

Vehicle Entry / Circulation / Access:

- Create a clearly defined main vehicle entrance into Porter-Boone Park.
- Improve parking area traffic circulation. There is no clear circulation pattern for cars coming into parking lot. If the Marion County shops property is acquired, redesign the parking lot to improve traffic circulation.
- Add a second entry/exit at the west end of the park to Mill Creek Road.

Neighborhood and Pedestrian Connectivity Issues:

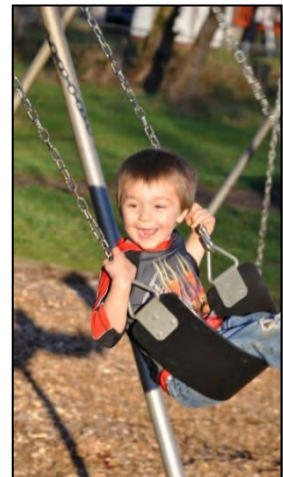
- Develop a safe pedestrian crossing to Mill Creek Park.
- Extend a recreational trail to the adjacent neighborhood north of the park and connect it to sidewalks on Caleb Street.
- Add a seating area with benches near the 11th Street entry.
- Plant shade trees and add benches along the entry sidewalk from 11th Street.

Playground and Equipment:

- The playground gets hot in summers. Install a water-mister for use during the summer near the basketball courts/tennis court and for kids attending the summer rec programs.
- Horseshoe pits need to be moved to improve safety. They are too close to the large picnic shelter and ping pong tables.

Flood Management:

- A large portion of Porter-Boone Park is located in Mill Creek's 100-year flood hazard area.
- Any new park shelters, play equipment and fields must be designed to comply with flood plain development permit requirements, improve flood storage and minimize flood damage.
- For new enclosed structures, the lowest floor must be elevated at least one-foot above base flood elevation.
- Flood-proof any new utilities.



Site Features:

- Erosion on the banks of Mill Creek is getting worse. The City attributes the damage to increased park usage, the loss of vegetation, and periodic flooding of Mill Creek. Riparian restoration to plant native vegetation is recommended to prevent further erosion, improve water quality and reduce water temperatures. Add signage to inform park users of the need to preserve and maintain the riparian area.
- Storm water drainage flows from the MH Park through Porter-Boone Park to the west. This low, wet area includes some delineated wetland, which will restrict future uses and development within the park. The bark trail through the area is unusable during winter.

Miscellaneous

- Relocate the recreation program and Corn Festival storage boxes to avoid flooding.
- Add a garbage enclosure area.
- Sound system in park – replace speakers and sound system for community events.
- Add WI-FI service within the park.

Proposed Porter-Boone Park Improvements

At the March 7, 2016 open houses, local residents reviewed two park design concepts and offered their comments and recommendations on the design options and proposed park improvements. Modifications were made to the plan for the March 29, 2016 open house to incorporate recommendations from both the public and Parks Advisory Committee. City officials have suggested additional revisions to the master plan in 2017. The Parks Advisory Committee has identified the following priority improvements for Porter-Boone Park:

1. Land Acquisition: Acquire Marion County Shops and Property North of Park

This plan recommends the City acquire two parcels to expand Porter-Boone Park.

- (1) Marion County Public Works shop property (1.67 acres): The Marion County public works shop property is a high priority land acquisition. City officials have notified Marion County of the City's strong interest, but no agreements have been reached.
- (2) Wetlands/Open Space north of the Park (2.00+/- acres): The second acquisition area is a portion of a 6.66-acre parcel north of the park. This property is located west of an apartment complex approved by the City in 2017. The developer has tentatively agreed to donate a portion of the 6.66-acre parcel to the City for expansion of Porter-Boone Park. It includes delineated wetlands that are appropriate for open space, storm-water detention and trail use, but not for new buildings or urban park activities. The acquisition will not be finalized until final plats are prepared and recorded for the new development. (Assessor's Map 082W25CA, Tax Lot 00600).
- (3) If the opportunity arises, the City may acquire property to the west of Porter-Boone Park north of Mill Creek. Acquisition of another 5 to 10-acres west of the existing park will increase the overall park size to 20+/- acres, which is closer to the size standard for a community park.

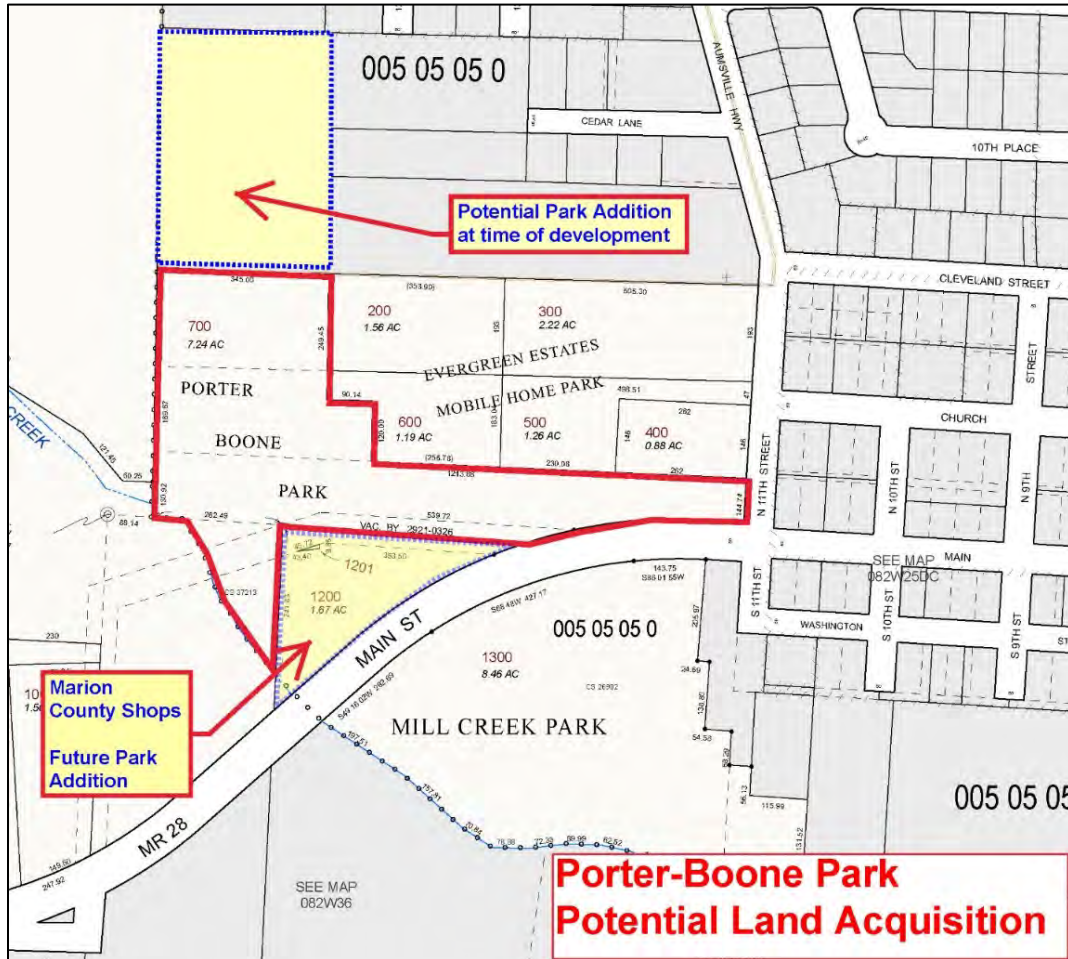
2. Redevelopment of the Marion County Public Works Shop Property

Acquisition of the Marion County public works shops property is necessary for the City to fully develop Porter-Boone Park as a community park. A thorough site analysis is needed, including a Level I environmental assessment and a remediation plan to remove the underground storage tank and any contaminated soils on the property. Once the property is under city ownership, the City will need to refine its plans to develop the park.

This plan recommends the City redevelop the site in phases, as funding becomes available. The Porter-Boone Park Master Plan includes several conceptual for redevelopment of the site including:

- (1) Expansion of the parking lot and traffic circulation.
- (2) Development of a 2nd entry/exit to Mill Creek Road.
- (3) Redevelopment of a public works building as an indoor recreational facility, if feasible.
- (4) New activity field
- (5) New family/small group picnic shelter
- (6) New landscaping buffers and walkways to connect to the existing park.

Map PB-1
**Potential Porter-Boone Park
 Land Acquisition**



3. Entry and Parking Lot Improvements

Creating a safe vehicle entrance from Mill Creek Road into the park is a high priority. Mill Creek Road curves away from the park, with the street at a higher elevation than the park site. Westbound cars enter the park at high speed and pose a safety hazard to other vehicles, pedestrians and cyclists. The Porter-Boone Master Plan shows a reconfiguration of the traffic circulation with a redesigned east entrance and a new second entrance through the County shops property. A pedestrian drop-off and pickup area is proposed near the east entrance to the park. A 20+ car parking lot expansion is proposed south of the existing parking lot at the east end of the County shops property. A traffic engineering consultant will need to work with Marion County officials to review the traffic circulation pattern for vehicles and pedestrians and prepare a final traffic flow plan for the site and design the new entrances to the park.

4. Recreational Trail, Pedestrian and Bicycle Access to the Porter-Boone Park

Pedestrian and bike access to the park can be made safer and more convenient. Several improvements are shown on the Porter-Boone Park Master Plan map.

a. 11th Street & Main Street Intersection – Pedestrian Crossing

Pedestrians, skate boarders, and cyclists coming from Aumsville’s downtown and residential areas to the north must cross the 11th St./Main St. intersection in order to enter Porter-Boone Park. The speed limit inside the City of Aumsville along Main Street is 30 mph and traffic speeds of cars entering the City from the west slow dramatically. Creation of a safer at-grade crosswalk at this intersection would benefit park users and provide a visual cue to drivers that they have entered a more developed urban center.

The Aumsville Transportation System Plan (2011) recommends safety improvements. Recommendations include a new sidewalk going north on the west side of 11th Street and an improved east-west pedestrian crosswalk at the 11th Street/Main Street intersection.

b. Entry Walk Realignment – 11th/Main Street intersection into the Park

The entry sidewalk to the park from the 11th St./Main St. intersection is realigned. A new seating area is added. Benches are added along the pathway and a new vehicle drop-off area is proposed at the main driveway entrance.

c. Recreational Trail Extension to the North

After the City acquires land north of Porter-Boone Park, a recreational trail extension is proposed to connect the existing bark trail within the park north to an outlet on Caleb Street. This will provide a safe access for residents and children in the residential neighborhood and the 175-unit apartment complex west of 11th Street.

d. Pedestrian connection to Mill Creek Park (south)

Mill Creek Road is a county arterial street with high speed traffic (55 MPH) west of 11th Street from Aumsville to Turner. Adding traffic calming measures and creating a safe pedestrian crossing near the two parks are desired by the City. Three options are available:

- Realign driveways and provide an at-grade pedestrian crosswalk.
- Improve the at-grade pedestrian crossing at 11th and Main.
- Bridge overpass providing a recreational trail connection between the two parks.

5. Porter–Boone Park Site and Facility Improvements

The following site improvements are recommended to address safety issues, drainage problems and to restore erosion damage along Mill Creek.

a. Mill Creek riparian area restoration. Bank restoration and replanting native vegetation is recommended to halt the erosion damage on the north side of Mill Creek. The plan includes the construction of a walkway from the main activity shelter to Mill Creek.

b. Wetlands and Drainage improvements in the center of the park.

c. Provide a landscaping buffer along the entire length of Mill Creek Rd. from 11th Street to Mill Creek.

Other facility improvements will be needed as the City grows and user demands on Porter-Boone Park increase.

d. Develop an event access point with property owners to the northeast of the park.

e. Add two or more small picnic shelters.

f. Develop a tot-lot play area for pre-school children with a natural play area.

g. Develop a soccer / multi-purpose field area in the north end of the park.

h. Add a grass activity area on the Marion County shops site.

Porter-Boone Park Master Plan

Porter-Boone Park is the City’s primary community park. It will remain as the centerpiece of Aumsville’s park system for the 20-year planning period from 2017-2035. Recreation facilities are geared to serve families, children and youth. The parks shelters, stage and picnic groups will continue to be heavily used by small and large groups. Porter-Boone Park will be the site of community festivals, music performances and recreation activities. The Parks Advisory Committee recommends the following priority improvements to Porter-Boone Park.

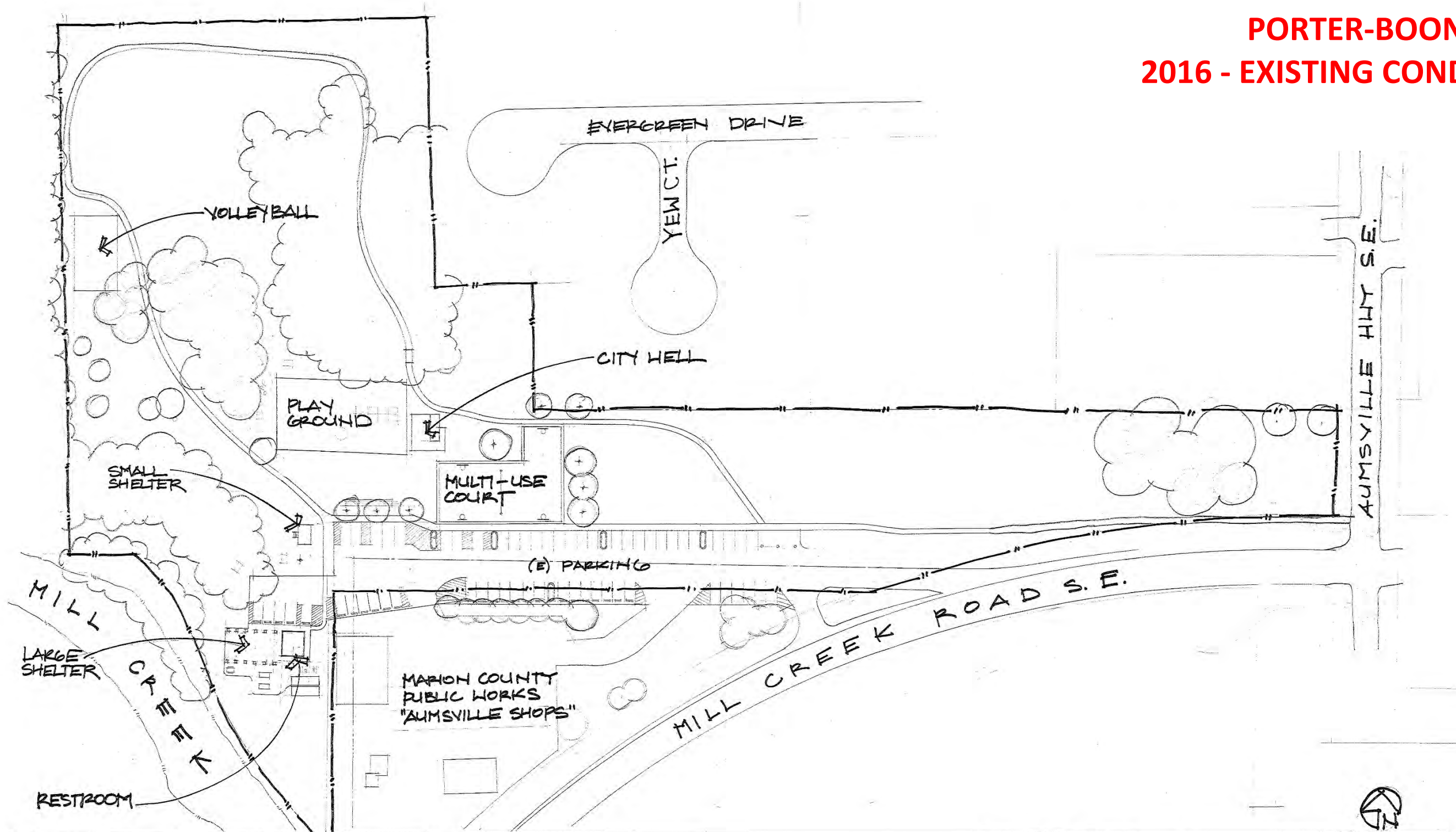
Table PB-1
**Porter-Boone Park
 Priority Improvements¹**

	Recommended Porter-Boone Park Improvements	Description
PB-1	Land Acquisition: Marion County Shops Facility	Acquire 1.67-acre Marion County Shops Facility to expand the park. Map 082W25CA, TL 01200.
PB-2	Land Acquisition: North of Park	Acquire 2.00+/- acre site at time of development to expand the park to the north with access to Caleb Street. Map 082W25CA, TL 00600.
PB-3	Marion County PW Shops Site Redevelopment (Phase 1)	Complete environmental assessment and remediation (if needed). Remove unneeded buildings and facilities. Phase 1 expansion of the parking lot to add event parking and improve internal traffic circulation. Site improvements to add lawn area, fencing along Mill Creek Road and sidewalks to connect this area to existing park facilities.
PB-4	Mill Creek Access and Riparian Area Restoration	Provide an access walk from the main activity shelter to Mill Creek. Repair and protect Mill Creek from further erosion and restore riparian vegetation on the north bank of the creek.
PB-5	Recreational Trail to North	Extend the recreational trail north to Caleb Street.
PB-6	Marion County PW Shops Site Redevelopment (Phase 2)	Complete a feasibility assessment for potential uses of the large shop building as an indoor recreational facility, Saturday Market or for other community uses. Identify priority uses and develop a funding proposal. Remodel and repurpose the building and develop an adjacent activity field.
PB-7	Porter-Boone Park Entrance Realignment	Realign the Porter-Boone Park entry from Mill Creek Road to improve safety. Modify sidewalks, add landscaping and a drop off area.
PB-8	Activity Shelters	Construct one or two small picnic shelters for family/small group use.
PB-9	Marion County PW Shops Sites Redevelopment (Phase 3)	Install a new entry/exit to Mill Creek Road including a new pedestrian crossing. Complete landscaping and site improvements.

¹ Detailed cost estimates for all Porter-Boone Park improvements are included in Exhibit “A”.

PORTER-BOONE PARK 2016 - EXISTING CONDITIONS

Map PB-2



 <p>Quatrefoil Inc. Design • Landscape Architecture • Space Planning 400 S.E. 80th Ave. Portland, Oregon 97215 Tel: 503.288.8888 Fax: 503.288.8888</p>	<p>CITY OF AUMSVILLE PARK MASTER PLAN Aumville Oregon</p>	<p>PORTER-BOONE PARK</p>	<p>REVISIONS:</p>	<p>DATE: 2.23.2016 SCALE: 1"=40'-0" SHEET: MP.2</p>
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PORTER-BOONE PARK MASTER PLAN

Map PB-3



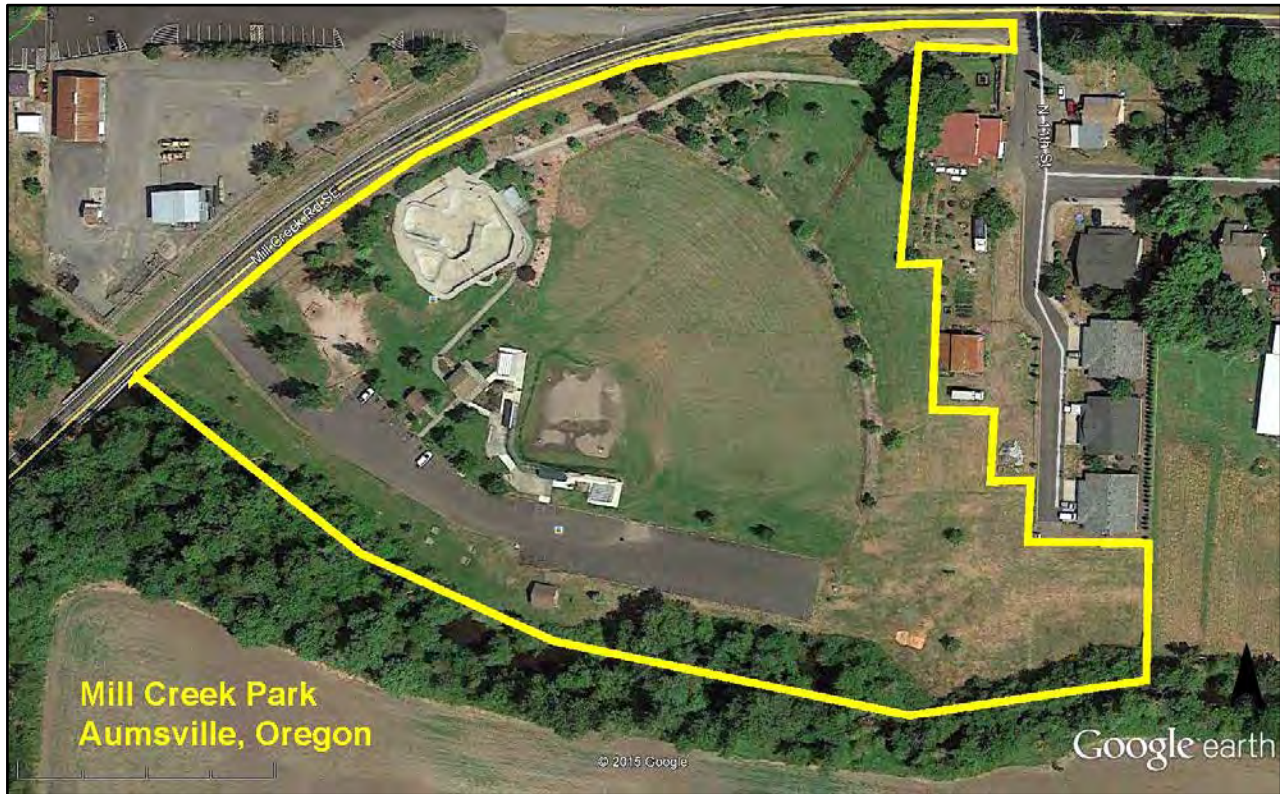
CITY OF AUMSVILLE
PARK MASTER PLAN
Aumsville Oregon

Porter Boone Park



REVISIONS: 12.19.2017	DATE: 3.28.2016
	SCALE: 1"=40'-0"
	SHEET: MP.2

Mill Creek Community Park



Mill Creek Park Description

Mill Creek Park is an 8.46-acre community park located at 1110 Main Street at the southwest corner of Aumsville. It is a flat triangular parcel bordered on the south and west by tree-lined Mill Creek, on the north by Mill Creek Road and on the east by a small residential neighborhood on South 11th Street. The north side of the park has 850 feet of curving frontage on Mill Creek Road that extends from Mill Creek on the west to the 11th Street and Main Street intersection at the east edge of the park. Mill Creek park is directly across Mill Creek Road from Porter-Boone Park. In combination, these two parks create a 15.70-acre community park complex for citizens of Aumsville and the surrounding area.

The Mill Creek park site was donated to the City by Arlen E. Adamson in 1982. A master plan for the park was developed in 1983 by JMS Engineering with a baseball/softball field, parking area and picnic area along Mill Creek as the major features. The *1996 Aumsville Parks Master Plan* recommended the City complete the ball field and parking lot projects, enhance picnic facilities, install new play equipment, add a pedestrian connection from Mill Creek Park to Porter-Boone Park, and provide for a recreational trail from Mill Creek Park east to W. Stayton Road/8th Street.

In 2000, the City identified an opportunity to develop a community skate park with assistance from the Oregon National Guard. A grant from the Oregon State Parks Department was obtained and the Brian Haney Skate Park and restroom facilities were completed in 2001.

Since 2001, the City has continued to make improvements to the park. The City has paved the parking area, installed new play equipment, added dugouts and bleachers at the baseball field, constructed a picnic shelter, installed concrete picnic tables near the restroom and behind home plate of the baseball field, planted trees and added landscaping throughout the park. The City also worked with the Marion Soil and Water Conservation District on a native plant restoration project along Mill Creek, including interpretive signs about native plants. Site amenities to serve daily park users have been added. Trash receptacles, horseshoe pits, BBQ stands, picnic tables, dog litter bags and a bark chip walking path have been installed by city public works staff.

As Mill Creek Park has developed from 1982 to 2016, four activity zones have been created:

(1) Brian Haney Skate Park

Aumsville’s community skate park at the north edge of the park is a 10,000-square foot bowl-type skate park that is a Mecca for local youth and young adults. Due to its size and features, this skate facility attracts skaters from throughout the region. The Brian Haney Skate Park has hosted many skateboard competitions. The adjacent restrooms and a small tot lot playground serve skate park users, friends and families.



(2) Picnic facilities:

The City has developed two small group picnic shelters within Mill Creek Park. They provide day-use picnic facilities for park users along the grassy area south of the parking area within 50 feet of Mill Creek and near the restrooms and behind home plate of the baseball field. These picnic facilities are well-used by local residents and out-of-area visitors to the park.



(3) Baseball/Softball Field:

The City has developed an adult softball/youth baseball field in the center of Mill Creek Park. The field is equipped with dugouts with concrete floors, a high backstop, sideline safety fencing, a 6’ high outfield fence and aluminum bleachers along the 1st and 3rd base lines. The ball field is used by the Cascade area youth sports programs for practices

and for some adult recreation games. The infield is not regularly maintained as a competition quality playing field. City staff believe the field is underutilized because of the existence of the nearby sports field complex at the Cascade School



District southwest of the city. The Cascade School District’s sports field complex attracts softball and baseball teams because the multiple fields are well-maintained and are readily available for practices and tournaments.

(4) Playground

Mill Creek Park has a small tot-lot playground near the Mill Creek Road entry to the parking lot and close to the skate park and restrooms. The play structure and play equipment are designed for pre-school and early elementary aged children, ages 3 to 10. Slides, swings and climbing toys provide a variety of options for young children to work off excess energy. Although the play area is conveniently located near restrooms and picnic tables, its placement near the parking lot main entry and a busy Mill Creek Road raises some safety concerns. Close supervision of young children is needed at this location.



2016 Mill Creek Park Facilities Inventory

Buildings & Facilities

- Brian Haney Skate Park
- Restrooms
- Adult Baseball / Softball field

Picnic Facilities

- Small Group Picnic Shelters (2)
- Picnic Tables (5)
- BBQ Grills (3)
- Fire pit near Mill Creek shelter
- Trash receptacles

Utilities

- Electrical Panels & Pedestals
- Parking Lot Lighting
- Parking Lot Security Cameras
- Irrigation System

Playground Equipment

- Play Structure (Ages 3-10)
- Swings 3-belt
- Swings 1-baby
- Tire swing
- Climbing chain net (8' tall)
- Balance bar
- Climbing/balance stairs

Circulation & Parking

- Main parking lot
 - 72 standard parking spaces
 - 6 handicapped accessible parking spaces
- Pedestrian sidewalk from 10th Street into Park
- Bark chip trail from entry sidewalk to parking lot along outfield fence

Miscellaneous

- Welcome Entry Sign
- Mill Creek Park Sign—Adamson Donation 1982



Community Observations and Public Open House Input

The project consultants toured Mill Creek Park with city public work staff in January 2016. The Parks Advisory Committee also met with the consultants to discuss needs, constraints and potential future uses of Mill Creek Park. The City solicited public comments at two open houses in March 2016.

General Observations on Park Usage:

Mill Creek Park was designed to serve a broad spectrum of recreation uses and meet the needs of park users of all ages. It serves as both a neighborhood park and a special use park due to the existence of the Brian Haney Skate Park. The skate park attracts youth, young adults and families. Skaters utilize the skate park facilities while young children and parents use the adjacent tot lot playground area and/or covered picnic facilities.

The large parking lot, restrooms and grass/open space area make Mill Creek Park a popular venue for community activities and special events. The park hosts Aumsville's annual Easter Egg Hunt, a Fire Department flea market/community garage sale, car shows and is a popular rest stop for bicycle tours.

Day use activities are limited. The playground area is small and designed for pre-school and children up to age 10. The sidewalk along the north edge of the site and the perimeter bark chip trail serve as a popular location for residents to walk their dogs at any time during the year. Warm weather attracts families and small groups to the picnic

facilities and shelters. During hot summer days the shaded banks of Mill Creek attract children and teens who wade into the cool waters of Mill Creek.

Issues / Needs / Desires:

The city staff, Parks Advisory Committee members and citizens identified several opportunities for Mill Creek park improvements.

Facilities:

- Expand the skate park by adding street skating elements.
- Develop a BMX bike area in the east side of the park.
- Provide a fenced dog park area.

Playground and Equipment:

- The play area is close to the entry driveway. There is no security fencing to prevent children from darting into traffic. Add fencing or relocate the play area.
- The play area is adjacent to the skate park. Parents can easily supervise children in both areas.
- Young parents shy away from using “tot lot” play area due to conflicts with skaters. The age and language used by youth/young adult skaters can feel threatening to young children.
- Additional play equipment is desired.
- Add a climbing wall in one of the city parks – not site specific.

Site Features:

- Land acquisition to expand park east to South 11th Street.
- Pathway from parking lot is not looped or connected to sidewalk along Mill Creek Rd. Develop a paved loop trail around the edge of the park.
- Mill Creek. The creek is only partially accessible to park users. There are 2 or 3 points where kids get access to creek. There was a request for a kiddies’ wading area.
- The riparian area along Mill Creek needs to be managed and restored with native vegetation to help reduce erosion, improve water quality and reduce water temperatures.
- All new facilities must comply with flood plain development requirements.

Neighborhood and Connectivity Issues:

- Neighbors to the east want some separation from park use.
- Provide a pedestrian connection across Mill Creek Road at the west end of the park to connect to Porter-Boone Park.
- Provide a pedestrian bridge over Mill Creek in the southeast corner of Mill Creek Park and extend a recreational trail to the east.

Flood Management:

- A large portion of the park is located in the Mill Creek’s 100-year flood hazard area.
- For all enclosed structures, the lowest floor must be elevated at least one-foot above base flood elevation.
- Open park shelters, play equipment and fields must be designed to minimize flood damage.
- New utilities should be flood-proofed.

Miscellaneous:

- Relocate “Mill Creek Park” sign to the main entry
- Plant trees as backdrop beyond outfield fence.
- The grass area along the entry drive and parking lot adjacent to Mill Creek is not attractive or well-maintained. The City can improve the appearance by removal of noxious vegetation and invasive plants and by improving maintenance of the lawn area.

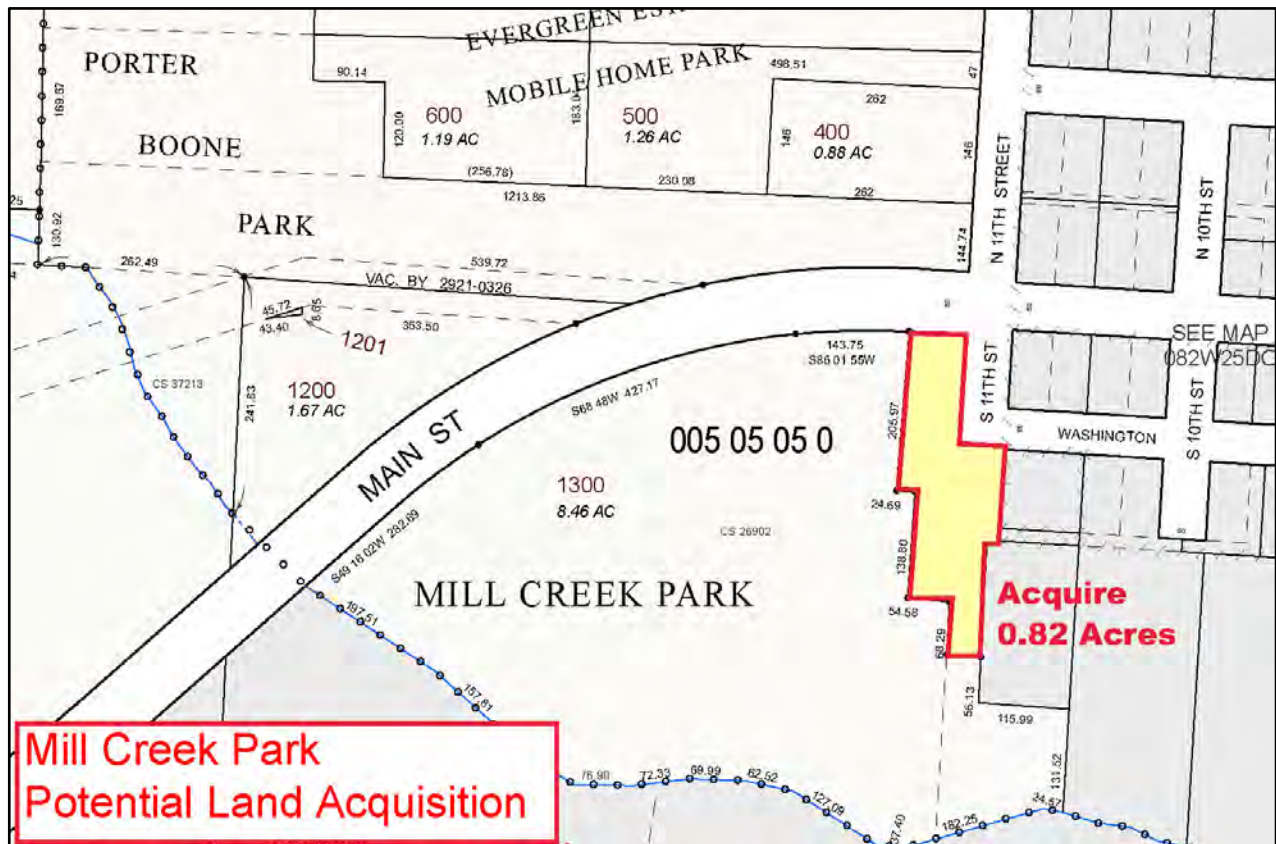
Proposed Mill Creek Park Improvements

At the March 7, 2016 open houses, local residents reviewed two park design concepts and offered their comments and recommendations on the design options and proposed park improvements. Modifications were made to the plan for the March 29, 2016 open house to incorporate recommendations from both the public and Parks Advisory Committee. The Parks Advisory Committee has identified the following priority improvements for Mill Creek Park:

1. Land Acquisition: Acquire 0.82 acres west of S. 11th Street

This plan recommends the park be expanded by acquiring an 0.82-acre parcel at 1106 Main St, (Assessor's Map 082W25DC, Tax Lot 07600). The property has a residence and large yard. The parcel is located on the west side of SE 11th Street and abuts the park. Acquisition of this property will enable the City to expand the park, provide adequate space for a BMX area, improve visibility into the park, provide better vehicle and pedestrian access to the east side of the park and provide an opportunity to loop recreational trails.

Map Mill Creek-1
Potential Mill Creek Park
Land Acquisition



2. Recreation Trails, Pedestrian and Bicycle Paths

Pedestrian and non-vehicular access to Mill Creek Park is a high priority. Although the site has excellent pedestrian access to Main Street at the northeast corner of the park, there are several impediments that currently prevent easy access to Mill Creek Park from Porter-Boone Park on the north, to residential areas north of Main Street and to a future recreational trail to the southeast along Mill Creek.

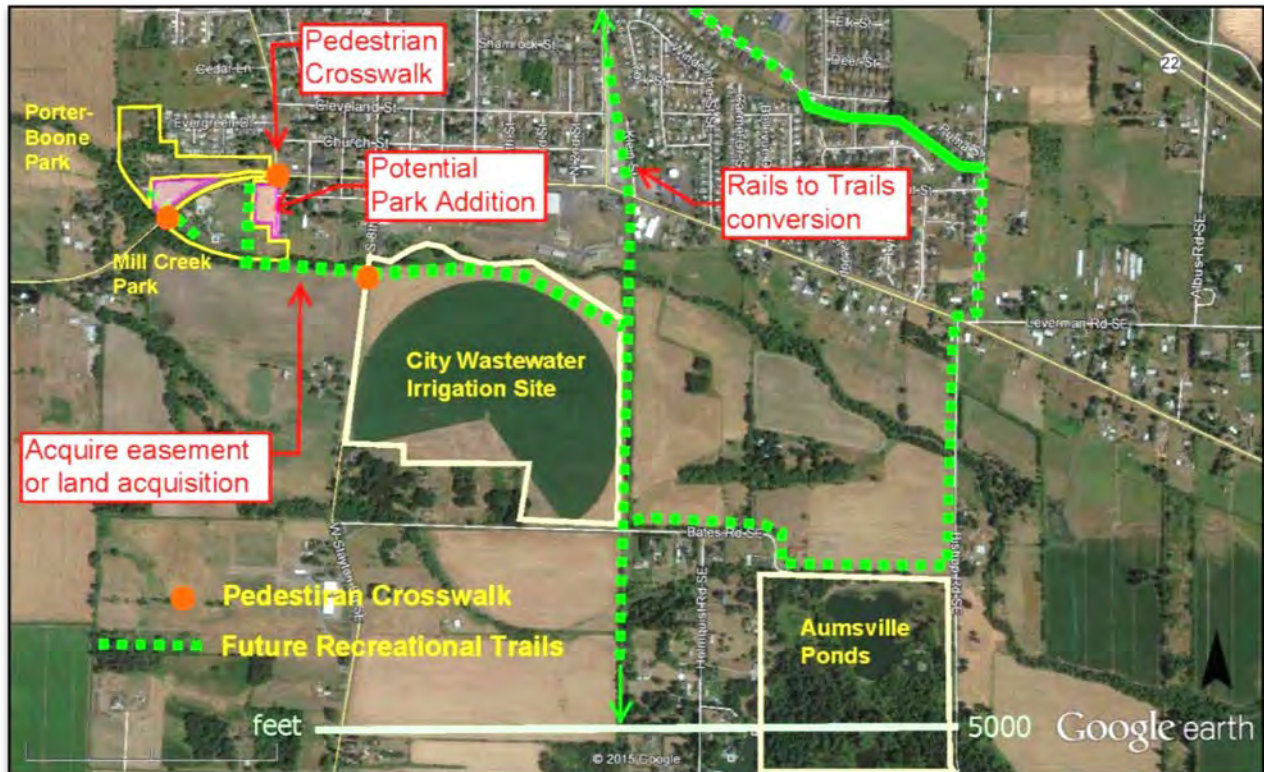
a. Loop the Pedestrian / Recreational Trail within Mill Creek Park

Mill Creek Park includes a concrete sidewalk along the north edge of the park. This sidewalk should be looped through the east end of the park to serve new park facilities, to connect to the parking lot and provide direct access to a future recreational trail along Mill Creek.

b. Recreational Trail (southeast along Mill Creek)

The prior parks master plan recommended the creation of a loop recreational trail at the south edge of the Aumsville UGB. In the mid-2000's the City of Aumsville acquired a 75.47-acre tract of land on the south side of Mill Creek east of W. Stayton Rd. for use as an irrigation site for treated wastewater effluent. There is potential to create a recreational trail along Mill Creek to connect Porter-Boone/Mill Creek Parks to a future recreational trail adjacent to the railroad right-of-way and to the Aumsville Ponds south of the city.

Map Mill Creek-2
Proposed Recreational Trails
South portion of Aumsville UGB



If the City acquires a 60' to 100' wide parcel or easement along the either the north or south side of Mill Creek from the east end of Mill Creek Park to West Stayton Rd, the City can preserve a riparian corridor along Mill Creek and develop a safe, accessible hard-surfaced recreational trail.

c. Pedestrian connection to Porter-Boone Park (north)

Mill Creek Road is a county arterial street with high speed traffic (55 MPH) west of Mill Creek from Aumsville to Turner. Adding traffic calming measures and creating a safe pedestrian crossing near the two parks are desired by the City. Three options are available:

- Realign driveways and provide an at-grade pedestrian crosswalk.
- Improve the at-grade pedestrian crossing at 11th and Main.
- Bridge overpass providing a recreational trail connection between the two parks.

Acquisition of the Marion County public works shops facility will need to occur before a pedestrian crossing is designed and constructed.

d. Main Street/11th Street Pedestrian Crossing (north east)

Mill Creek Road becomes Main Street at the intersection 11th Street/Aumsville Highway and the west end of Aumsville's downtown area. The speed limit inside the City of Aumsville along Main Street is 30 mph and traffic speeds of cars entering the City from the west slow dramatically. Residents who walk, bike or ride skateboards to Mill Creek Park typically cross Main Street at or near the 11th Street/Aumsville Highway intersection. Creation of a safe at-grade crosswalk at this intersection would benefit park users and provide a visual cue to drivers that they have entered a more developed urban center.

3. Youth Recreation Facilities -- Skate Park Expansion and BMX Bike Track

A small active group of youth and their parents have requested the City improve the current skate park facility by adding street-skating design features and by adding a new BMX bike track area.

a. *Skate Park Expansion – Street Skate Features*

Skate park enthusiasts suggest the addition of street-type skate facilities will enhance the skate park area by making it more attractive to users of all ages and skill levels. Street-skate features entice new skaters and younger skaters.

Street-skate features are designed to mimic the type of structures found in an urban environment. Street plazas are characterized by ledges, stairs, and railing. "Modern street plazas strive to create a space that does not resemble a "traditional" skate park by incorporating structural and cosmetic enhancements such as dyed concrete, atypical textures (imprint stamps) or materials (brick or natural stone), as well as integrating small green spaces into the skate space. As most skateboarders today identify as street skaters, modern parks employ street elements in their designs."¹

If added, street-skate elements should be adjacent to the existing bowl area to make it easy for skaters to move from one facility to the other.

b. *BMX Bike Track*

Bicycle Motocross is a popular sport for pre-teens and teens. Because of the existence of the Brian Haney memorial skate park, Mill Creek Park attracts youth who ride their BMX bikes to the park. The Parks Advisory Committee strongly recommends the City develop a BMX track at the east end of Mill Creek Park. The Mill Creek Master Plan shows the addition of a BMX track area at the northeast corner of the site. An alternate site is the southeast corner of the park at the end of the parking lot.

¹ www.skatepark.org Article entitled "Types of Skateparks" by Peter Whitley, November 2010. Design criteria and descriptions of different types of skate park facilities.

A ½ acre to 1-acre area is needed to develop a BMX facility. A sanctioned BMX track is 900-1200 feet long (300 to 400-meter track) and includes a starting area, 3 banked turns, straight-away and finish area, with berms and jumps incorporated into the course design.² The Parks Advisory Committee anticipates a BMX facility at Mill Creek Park will not be a sanctioned facility, but will be a smaller dirt track area geared to recreational use.

The City is encouraged to consider site location criteria when designing the BMX track and the skate park expansion. The City of Seattle has developed siting criteria for different sizes and types of skate park facilities, which are also relevant for BMX track siting. The siting considerations of particular importance for Mill Creek Park are (1) proximity to the existing skate park and restrooms, (2) sidewalk connections to the parking area, (3) visibility for passive observation by parents, park users and law enforcement, (4) ease of developing the site, and (5) potential noise and other negative impacts on neighbors.

Criteria for Development of Skate Park Facilities

- Are compatible with existing uses (example: near an active area of the park), consider adjacent private uses, and ensure adjacent landscaping/surfaces are compatible with safe skate surfaces.
- Limit off-site impacts to residential communities as consistent with city code, i.e. noise and lighting
- Allow for clear, passive observation by parents, emergency services, police and the public
- Have good foot, bike and vehicular access
- Are easily developable and have minimal construction impediments
- Allow for the creation of a safe and secure environment; providing for separation from vehicular traffic, vehicular and pedestrian access, and ease of routine maintenance
- Are located in a highly visible area with moderate to high pedestrian traffic, in an existing or new multi-purpose park, or in close proximity to other public facilities
- Can be integrated into a larger park space that provides other park amenities
- Consider sun and shade and protection from rain and wind
- Include a space for appropriate community viewing
- Consider the environment for the well-being of skateboarders, including noise and air quality.

City of Seattle, Washington
Parks and Recreation Department
Citywide Skate Park Plan, January 2007

4. Playground Enhancements for Children and Youth

The existing tot lot (ages pre-school to age 10) playground in Mill Creek Park is located near the park entrance. If a street skating area is added to the west of the Brian Haney skate bowl, then the playground must be relocated. The Parks Advisory Committee considered several options to relocate the playground:

Site 1: Retain at the existing location. Modify design to fit in with a street-skating area.

Site 2: Relocate across the entry drive at the NW corner of the park. This location is close to the skate park, restrooms and parking.

² UCI Union Cycliste International, BMX Track Design guide.

Site 3: Relocate to the east end of the park. If this is done, the addition of a picnic shelter and add a small unisex bathroom between the playground and the BMX area.

The Mill Creek Master Plan shows new playgrounds at Site 2 and Site 3. The plan illustrates both options because they are viable alternatives. A final selection can be made when the City expands the skate park facility.

Mill Creek Park Master Plan

Mill Creek Park will continue to be used as a community park, with recreation facilities geared to serve families, youth and young adults. The Parks Advisory Committee recommends the following priority improvements to Mill Creek Park.

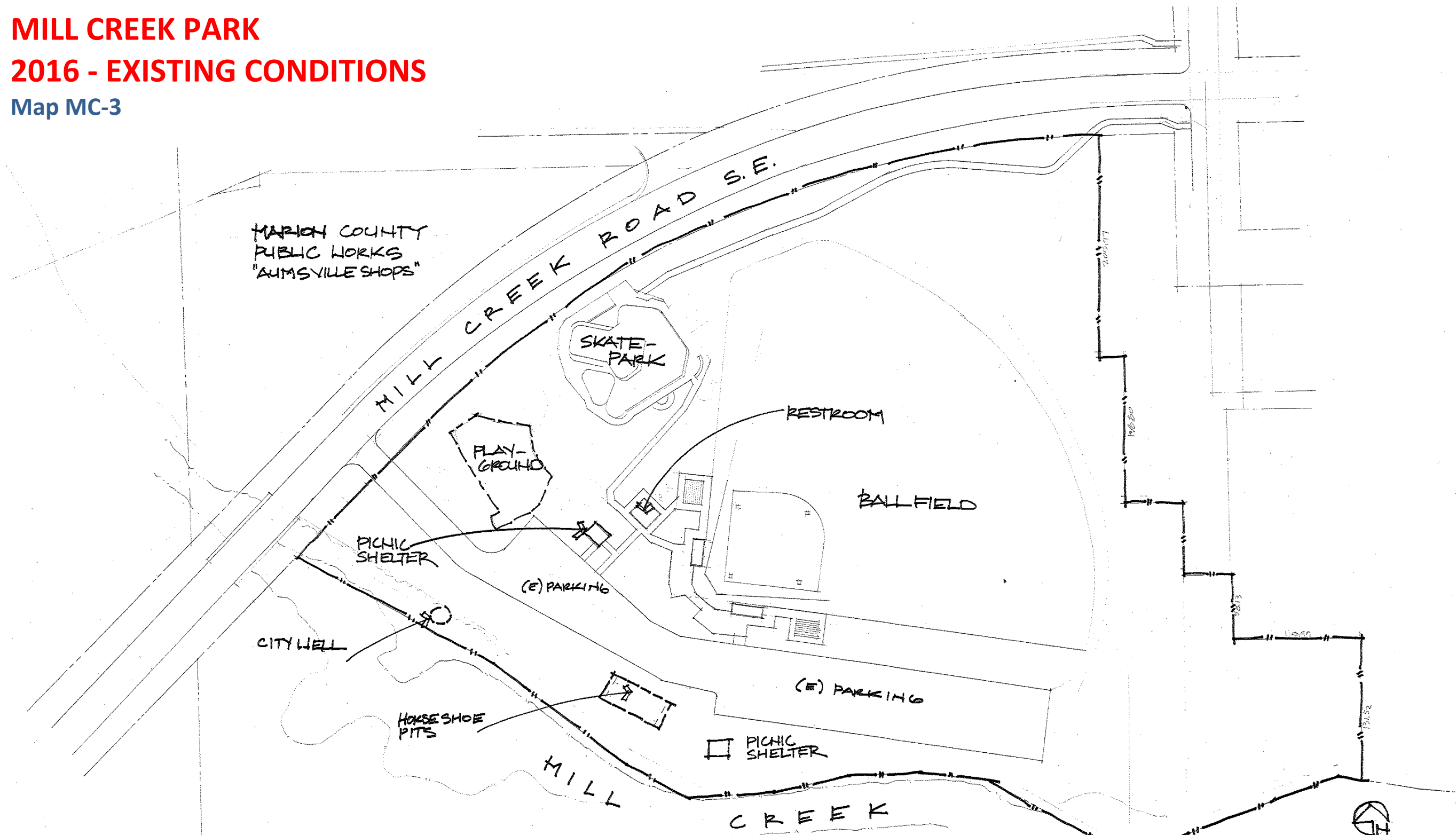
Table MC-1
**Mill Creek Park
 Priority Improvements³**

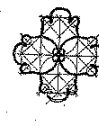
	Recommended Mill Creek Park Improvements	Description
MC-1	BMX Track	Develop a dirt BMX track at the east end of Mill Creek Park
MC-2	Mill Creek Park Expansion	Acquire 0.82 acres @ 1106 Main St. to expand the park east to SE 11 th Street. Map 082W25DC, TL 07600.
MC-3	Brian Haney Skate Park Expansion	Expand the existing skate park by adding street skate features to the west of the existing Brian Haney skate park bowl.
MC-4	Relocate Playground	Relocate and expand the playground after the street skating features are added to the skate park.
MC-5	Recreational Trail to W. Stayton Rd.	Acquire 1.0+ acres or a recreational trail easement and develop a new recreational trail on either the north or south side of Mill Creek from Mill Creek Park to W. Stayton Rd. Map 082W36.
MC-6	Recreational trail improvements within Mill Creek Park	Complete a loop recreational trail around the park.
MC-7	Mill Creek Road Entry realignment	Realign Mill Creek Road entry driveway and add a pedestrian crossing to Porter Boone Park.

³ Detailed cost estimates for all Mill Creek Park improvements are included in Exhibit “A”.

MILL CREEK PARK 2016 - EXISTING CONDITIONS

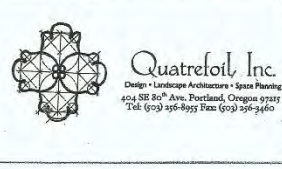
Map MC-3



 <p>Quatrefoil Inc. Design - Landmarks Architecture - Space Planning 404 SE 8th Ave, Portland, Oregon 97204 Tel: (503) 464-4477 Fax: (503) 464-4478</p>	<p>CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon</p>	<p>MILL CREEK PARK</p>	<p>REVISIONS:</p>	<p>DATE: 1.23.2016 SCALE: 1"=40'-0" SHEET: MP.3</p>
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MILL CREEK PARK MASTER PLAN

Map MC-4



CITY OF AUMSVILLE
PARK MASTER PLAN
Aumsville Oregon

Mill Creek Park



REVISIONS: 12.19.2017	DATE: 3.22.2016
	SCALE: 1"=40'-0"
	SHEET: MP.3

Wildwood Neighborhood Park



Wildwood Park Description

Wildwood Park is Aumville’s only neighborhood park. The park is in the center of a residential neighborhood and is easily accessible by foot, bike or car. The playground, shaded picnic area and open lawn attract young children, families and pre-teens from the surrounding residential area. Originally developed in the 1980’s, when the original park playground equipment was installed, Wildwood Park is well-used by nearby residents as a day-use playground and picnic area.

The 0.92-acre park is located in the 600-700 blocks of N. Fifth Street, with almost 400’ of frontage along the street. The north half of Wildwood Park (0.58 acres) was donated to the City in 1973 as part of the development of the Wildwood Addition Subdivision. In 2013, the City of Aumville purchased the two vacant lots¹ just south of the developed park area to provide for park expansion. The rear fence line of the park abuts the yards of adjacent single-family homes.

In 2014, the Wildwood Splash Park area was completed and park use rose dramatically. Fountains, bubblers and spray water



¹ Lots 3 & 4 in the Flatfield Addition were acquired by the City of Aumville in August, 2013.

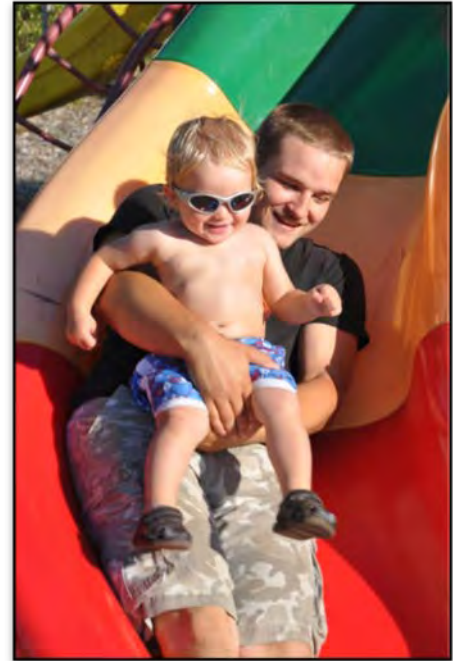
features in the splash park attract users from throughout the City and the surrounding area. During the hottest summer weather Wildwood Park is packed with 100+ park users at any one time.

During the winter and on cool spring and fall days the park returns to its role as a neighborhood playground and picnic area. The City reports that Wildwood Park is the “go to” place for family gatherings, birthday parties and play dates. Wildwood Park has three kid-oriented activity zones packed into a small space.

(1) Wildwood Playground

The playground is located south of the main entry. It is designed for pre-school and early elementary aged children. The large play structure has four slides, climbing chains, walkways and platforms. A large swing set with 4 belt swings and 2 baby swings, a tire swing and a small jungle gym provide kids an opportunity for more physical activities.

The playground provides a safe haven for neighborhood children. A chain link fence prevents children from running into the street or into adjacent properties. Parents can easily watch their children on the playground and the splash park from nearby benches and picnic tables. Even prior to the development of the splash park Wildwood Park’s playground was heavily used. For many years, the City has provided portable toilets for park users during summer months.



(2) Harold White Commemorative Splash Park

The splash park includes water play fountains, sprays, jets and dumping buckets. It is surrounded by a concrete plaza. Four concrete benches provide an area for sun tanning or adult supervision. Nearby picnic tables and benches provide spots for families to keep food, beach towels and personal items. The splash park is a hit with the community.

Splash park users stay in Wildwood Park for one to three hours at a time. Parents bring blankets and picnic supplies. Heavy usage and the long duration of user visits to the park, have reinforced the City’s conclusion that there is a need for a permanent restroom/changing facility. Park patrons have also expressed a desire for more shade to protect users of the splash park from the hot summer sun and keep concrete areas from becoming too hot.

(3) Picnic facilities

Three picnic tables and grill areas are found in Wildwood Park. They are in the grassy area north of the entry path, north of the splash park and next to the playground. They are well-used by local residents and out-of-area visitors to the park.



2016 Wildwood Park Facilities Inventory

Buildings & Facilities

Wildwood Splash Park
Portable restrooms (summer)

Picnic Facilities

Picnic Tables (3)
BBQ Grill
Trash receptacles

Utilities

Electrical Pedestals & Panels
Irrigation System
Security Cameras

Playground Equipment

Play Structure (Ages 3-10)
Swings 4-belt
Swings 2-baby
Tire swing
Climbing jungle gym



Sidewalks & Parking

On-street parking is available on 5th Street
No off-street parking area
Sidewalk along 5th Street

Miscellaneous

Wildwood Park Entry Sign
Wildwood Splash Park Sign
Bike rack
Drinking Fountain

Community Observations and Public Open House Input

The project consultants toured Wildwood Park with city public work staff during winter, spring and summer days to evaluate the public use of the park during each season and weather condition. The Parks Advisory Committee met with the consultants to discuss needs, constraints and potential future uses of Wildwood Park. The City solicited public comments at an open house in March 2016.

General Observations on Park Usage:

Wildwood Park is a small neighborhood park. The splash park, playground and picnic area are packed tightly together and there is very little open lawn area in the developed area of the park. During most months of the year Wildwood Park's primary function is as a limited day-use playground, picnic site and play area for nearby residents. The playground area is an appropriate size for a neighborhood park. In 2016, the 0.34 acres south of the existing park is an undeveloped lawn area and has not been integrated with the remainder of the park.

Wildwood Park is also a special use park due to the existence of the Wildwood Splash Park. The splash park attracts large numbers of children, youth and families on hot summer days. Families stay at the park for long time periods of time in order to allow kids to play in the water features and at the playground. This places extra demands on this small park and requires the City to strongly consider the addition of a restroom/changing room building, additional play equipment and off-street parking. After two summers of operation, the City has not received major complaints about on-street parking from nearby residents, except on the hottest summer days when cars line both sides of 5th Street.

Issues / Needs / Desires:

The city staff, Parks Advisory Committee members and citizens identified several issues to be considered while developing long-term plans for Wildwood park improvements.

Facilities:

- Add permanent restrooms and a changing room for splash park and playground users.
- Develop an off-street parking lot.
- Add a small picnic shelter.

Playground and Equipment:

- Replace and upgrade playground equipment at the end of its useful life.
- Replace the monkey bars with a new climbing structure.
- In May, and periodically during the summer, inspect, disinfect and clean the surface of splash park.



Site Features:

- Develop the 0.34 acres at south end of park to include a lawn/play field, pathways, seating and drinking fountain.
- Reduce the fence height along N. Fifth Street and move the fencing 5' back from the edge of the sidewalk to improve visibility at the park entry.
- Extend fencing along the full park frontage.
- Add picnic tables and BBQ at the north end of park.
- Install trellis or cover over picnic tables for shade.
- Add trees for shade during afternoons.

On-Street Parking:

- Improve visibility near the park entry. No on-street parking 20' from the 5th Street entry walkway.
- Create a crosswalk on 5th Street to the north side of Oak Street to allow people to walk across 5th Street and create a safety buffer in the on-street parking area.

Land Acquisition:

- If property becomes available, acquire the parcel to the southeast to allow for park expansion and additional off-street parking.

Miscellaneous:

- Consider Wildwood Park as a good location for a summer lunch or summer recreation program.
- Remove the sign clutter.

Improve visibility near



Proposed Wildwood Park Improvements

At the March 7, 2016 open house, Aumsville residents reviewed two park design concepts for Wildwood Park and offered their comments and recommendations. An updated design option to add a parking lot at the south end of the park was prepared for public review at the March 29, 2016 open house. The Parks Advisory Committee considered the public comments and listed the following priority improvements for Wildwood Park.

1. Restrooms and Changing Room (High Priority)

The addition of restrooms in Wildwood Park is the highest priority improvement in the City of Aumsville. The splash park attracts users from Aumsville and visitors from surrounding communities. During hot summer days, the park is packed with 100+ people, who stay at the park for hours at a time. Summer rental of a portable toilet does not suffice. A permanent restroom is a public health necessity. The City should immediately pursue grant opportunities to develop a restroom/changing room building.

2. Parking

Existing on-street parking on 5th Street can handle daily park visitor traffic during most days in the fall, winter and spring. On hot summer days, when temperatures exceed 85 degrees, park usage spikes and 15-40 vehicles may be parked on 5th Street. The development of an off-street parking area is one of the options that should be carefully considered by the City. If the City receives complaints from neighborhood residents or the Aumsville Police Department finds there are traffic safety hazards or pedestrian safety concerns, then the City may want to accelerate when the City adds parking to the park. Three options may be considered:

- (1) On-street parking only.
- (2) Off-street parking lot for 10-12 cars on Lots 4 & 5.
- (3) Future off-street parking on a new lot to be acquired at 401 Clover Street.

3. Short-term Site Improvements (by 2020)

The popularity of the splash park has generated a need for several short-term improvements. Parked cars on 5th Street and the location of the chain link fence at the back edge of the sidewalk can create safety concerns for children leaving the park and darting out into the street. The consultants recommend the City restrict parking near the entrance to the park and move the fence back from 5th Street to improve visibility.

Wildwood Park has only a few trees which provide shade for splash park users. The City staff proposes the planting of one or more shade trees at the south edge of the park and the construction of a trellis or covered picnic shelter next to the splash park to provide relief from the sun. The plan also recommends adding picnic tables and benches with clear visibility to the splash pad and the play area will serve the multitude of users to the park.

4. Long-term Site Improvements (after 2020)

The 0.34 acres acquired by the City in 2013 is not developed. The City maintains this area as a grassy lawn area, but it is not clear the vacant lots are part of Wildwood Park. The Wildwood Park Master Plan design presents two options for the integration of these lots into the overall park design by adding landscaping, walkways and trees to the site. One option shows the expansion of lawn, pathways and landscaping on the entire 0.35 acres. Option 2 includes the addition of 13 off-street parking spaces and a smaller landscaped area next to the existing playground.

This plan also recommends the City remove the existing monkey bars from the playground area and plan on the long-term replacement of major pieces of playground equipment every 20 years.

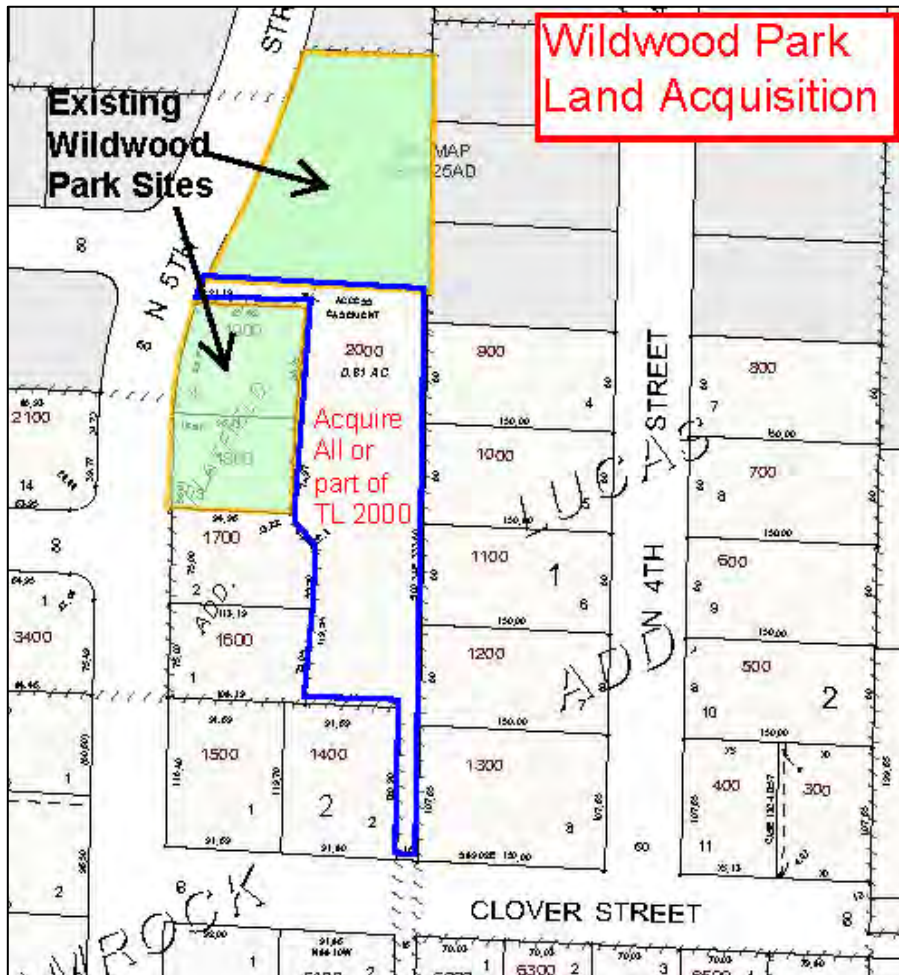
5. Land Acquisition: Purchase 0.81 acres at 401 Clover Street

A 0.81-acre parcel at 401 Clover Street is directly south and east of Wildwood Park. The parcel has an existing house, large shop and a long access driveway south to Clover Street.

The parcel also has a 16' wide access driveway to N. Fifth Street which bisects the City park properties. The City has acquired an easement which grants the city the right to cross this easement area, but the driveway must be retained for use by the property owner. At a minimum, the City should acquire this 16' wide strip of land in order to combine the two park properties. If the opportunity arises, the City should acquire the 0.81-acre parcel to allow for park expansion.

If acquired, the site can be developed with an off-street parking area with access from Clover Street. The parcel is large enough to create a 20+ car parking area with a safe, easy access to Clover Street. This will allow for the entire park fronting N. 5th Street to be used for recreation and for the south two lots to be developed with a multi-purpose activity field, pathways and picnic areas.

Map W-1
Wildwood Park Land Acquisition



Wildwood Park Master Plan

Wildwood Park is a neighborhood park and will continue to serve families and children who live in the surrounding residential areas. The Wildwood Splash Park generates heavy use during hot summer days. The addition of restrooms and a changing room building in Wildwood Park is considered as one of the highest priority park improvements in the City. Due to the popularity of the splash park, the addition of a trellis, shade trees and more picnic tables and benches are also a high priority.

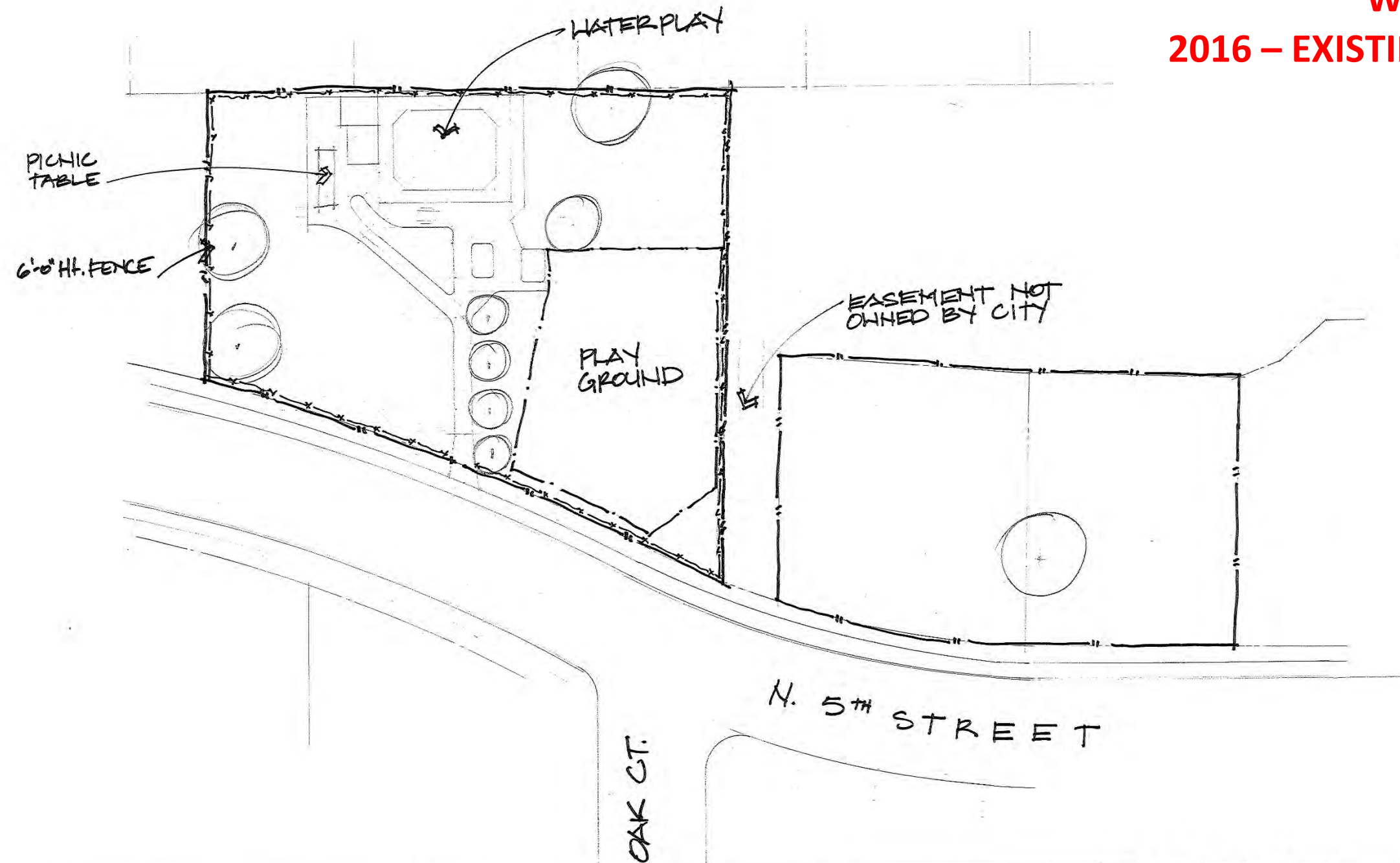
Table W-1
Wildwood Park
Priority Park Improvements²

	Recommended Wildwood Park Improvements	Description
W-1	Restrooms & Changing Room	Build a new restroom building with a family changing room.
W-2	Wildwood Park Phase 1A Site improvements	Design and develop the 0.34 acres at the south end of Wildwood park with connecting pathways, small picnic shelters and landscaping.
W-3	Wildwood Park Phase 1B Site improvements	Add a trellis or covered picnic area, install additional picnic tables and benches and plant additional shade trees for the splash park and playground area.
W-4	Land Acquisition: 401 Clover Street	Acquire the 0.81 acres at 401 Clover Street for the future expansion of Wildwood Park. This area can provide a safe, accessible off-street parking area.
W-5	Parking Lot	Install a 12 to 20+ car off-street parking lot. Add walkways and lighting to park.

² Detailed cost estimates for all Wildwood Park improvements are included in Exhibit “A”.

WILDWOOD PARK 2016 – EXISTING CONDITIONS

Map W-1



 <p style="font-size: small;">Quatrefoil, Inc. Design • Landscape Architecture • Space Planning 404 SE 80th Ave. Portland, Oregon 97215 Tel: (503) 256-8955 Fax: (503) 256-3400</p>	<p>CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon</p>	<p>WILDWOOD PARK</p>	<p>REVISIONS:</p>	<p>DATE: 1.23.2016</p>
	<p>SCALE: 1"=20'-0"</p>			
	<p>SHEET: MP.4</p>			
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WILDWOOD PARK MASTER PLAN

Map W-2



		CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon		Wildwood Park		REVISIONS: 12.19.2017	DATE: 3.22.2016
						SCALE: 1"=20'-0"	SHEET: MP.4

Water Tower Park



Water Tower Park Description

The Water Tower park site is a 0.25-acre site at the corner of 5th Street and Church Street. The park is located east of Aumsville City Hall and behind the Chester Bridges Community Center. It includes a 100,000-gallon elevated water storage reservoir, a water pump station building and a fenced cell tower equipment enclosure. The site has been developed as a pocket park with landscaping, ornamental trees, picnic tables, a water fountain and trash receptacles. The park is used by city hall staff for lunch breaks, by residents as a quiet day-use area, and by Saturday Market vendors and community center users during larger special events.

The City anticipates the Water Tower Park will remain an occasionally used green space and pocket park. Due to the need to maintain security and access to the water system facilities and the telecommunications equipment, there are few opportunities to expand the park facilities and uses.



2016 Water Tower Park Facilities Inventory

Buildings & Facilities

Water Storage Reservoir
Tower Well and Pump Station
Telecommunications Fence Enclosure

Utilities

Electrical Pedestals & Panels
Irrigation System
Security Cameras

Picnic Facilities

Picnic Tables (2)
Benches (4)
Trash receptacles

Miscellaneous

Sidewalk
Awnings under Water Tower

Parking

On-street parking on 5th Street
City Hall parking lot

Community Observations and Public Open House Input

General Observations on Park Usage:

Water Tower Park is used for Saturday Market, special events at the Community Center, city staff picnics, lunch time use and occasional day-use by local residents. The small park is well landscaped; dogwoods and rhododendrons provide seasonal color. The City Engineer and public works director state the 100,000-gallon water storage tower needs structural improvements to address seismic issues and the Tower Well needs to be redrilled or rehabilitated. Both projects were identified as high priorities in the *Aumsville Water System Master Plan* and may occur prior to the year 2025.

Observations:

- Day use area.
- Farmers Market utilizes parking lot & park area on the 2nd Saturday of the month from June to September. Vendors use the entire parking lot, the Tower Park area and the Chester Bridges Community Center.
- Water Tower, well/pump house and cellular tele-communications equipment restrict the use of the park.
- The awnings under the reservoir are a maintenance problem and need to be replaced.

The Parks Advisory Committee discussed needs, constraints and potential future uses. They concluded that due to the water improvement projects and the limited park uses, the City will plan for minor improvements if funds are available and/or the improvements are made concurrently with water improvement projects.

The City solicited public comments at two open house events in March 2016 and a city council work session in May 2016.



Issues / Needs / Desires:

The city staff, Parks Advisory Committee members and citizens identified several issues to be considered while developing long-term plans for Water Tower park improvements.

Site Features:

- Open up the site visually.
- Add shading near picnic area.
- Add circular 6' wide PCC sidewalk with seating areas.
- Replace the canopy cover under the water tower.
- Replace landscaping after well is redrilled/refurbished.
- Replant landscape buffer between the park and the restaurant parking lot to south.
- Add a drinking fountain to the back of community center.
- Add picnic tables and BBQ at the north end of park.
- Construct a garbage container enclosure to clean up the appearance of the parking area behind the community center building.

Facilities:

- The existing covered awning needs to be replaced. It provides shade and rain protection for park users.
- Add an ADA compliant picnic table with easy access to the parking lot.

Proposed Water Tower Park Improvements

At the March 7, 2016 open house, Aumsville residents reviewed two park design concepts for Water Tower Park and offered their comments and recommendations. The Parks Advisory Committee considered the public comments and listed the following priority improvements for Water Tower Park.

1. Well and Water Tower Seismic Improvements

Rehabilitation of the Tower Well or drilling a new well and the seismic upgrade to the water storage reservoir are the City's highest priorities for this site. Park use is secondary.

2. Site Improvements

Short-term park improvements will focus on the minor repair of existing facilities and landscape maintenance. Replacement of the awning, ADA accessible picnic facilities and landscaping improvements to separate the park use from the adjacent parking lot to the south are recommended by the year 2020. The Water Tower Master plan shows long-term improvements including a circular PCC walkway, picnic facilities and benches.

Water Tower Park Master Plan

Water Tower Park is a pocket park. It will continue to serve city employees, community center users and nearby residents and business users who walk through the site.

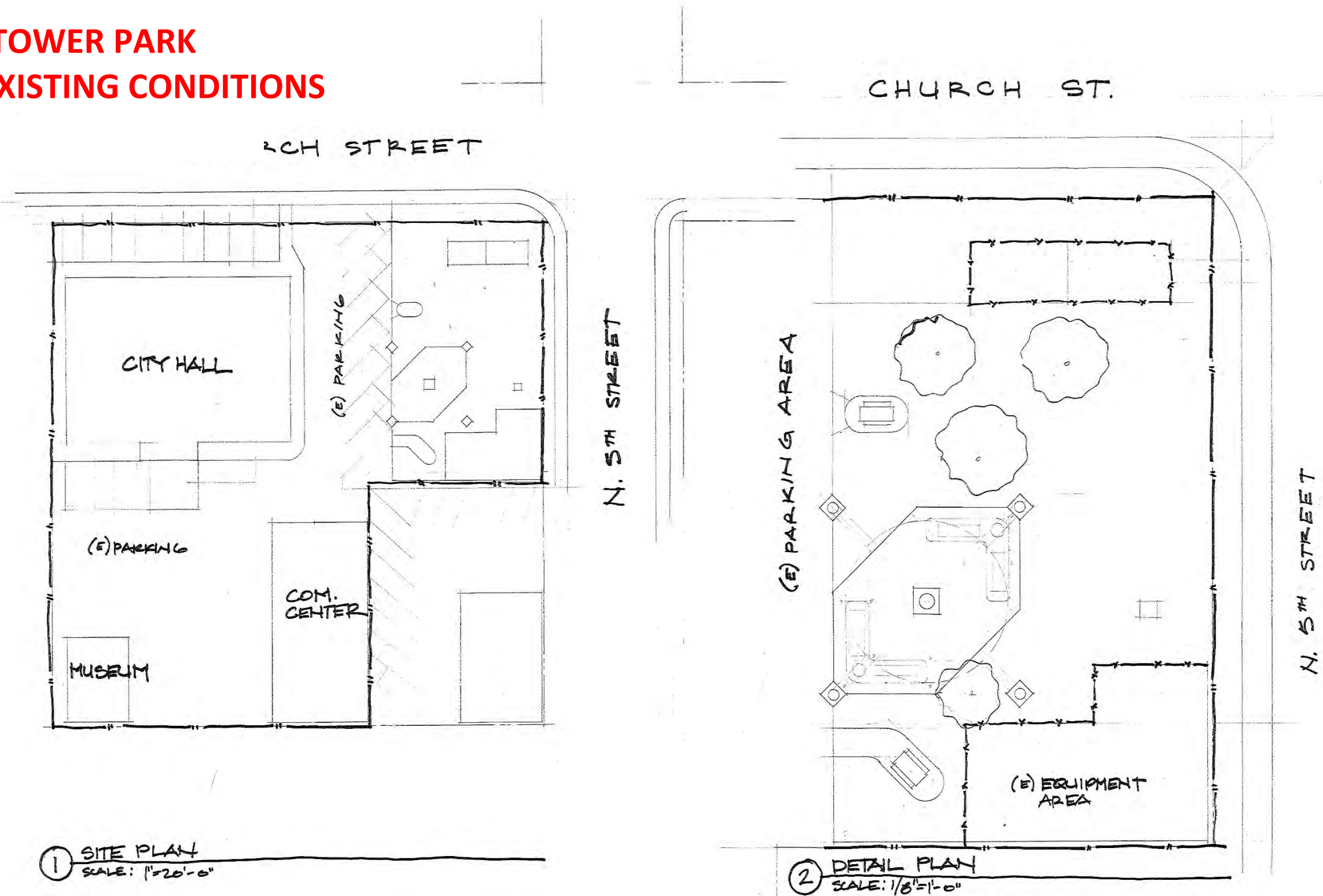
Table WT-1
Water Tower Park
Priority Park Improvements¹

	Recommended Water Tower Park Improvements	Description
Note	Well Rehabilitation. Seismic upgrades to the Water Tower.	Water System Improvements to rehabilitate the city well and complete structural safety/seismic improvements to the 100,000-gallon water storage reservoir before investing in significant park improvements.
WT-1	Water Tower Park Phase 1 site improvements	Short term improvements to keep the Water Tower park facilities and landscaping attractive to users: <ul style="list-style-type: none"> • Replace the canopy under the water tower. • Provide an ADA-compliant picnic table and accessible walk. • Once well repairs are made, plant an evergreen tree for use as a lighted “holiday” tree. • Add a landscaping buffer next to the telecommunications fence. • Add a landscaping buffer between picnic table and parking lot to south. • Install a drinking fountain on the south wall of the community center. • Add garbage dumpster enclosure north of the community center.
WT-2	Water Tower Park Phase 2 site improvements	Long term site improvements will make the water tower park site more usable during Saturday Market and other special events: <ul style="list-style-type: none"> • Construct 6’ wide PCC circular path & benches with access to 5th Street. • New landscaping and trees adjacent to path.

¹ Detailed cost estimates for all Water Tower Park improvements are included in Exhibit “A”.

WATER TOWER PARK 2016 – EXISTING CONDITIONS

Map WT-1



1 SITE PLAN
SCALE: 1"=20'-0"

2 DETAIL PLAN
SCALE: 1/8"=1'-0"

 <p>Quatrefol, Inc. Design • Landscape Architecture • Urban Planning 414 SE 8th Ave. Portland, Oregon 97214 Tel: (503) 296-8222 Fax: (503) 296-2460</p>	<p>CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon</p>		<p>WATER TOWER PARK</p>	<p>REVISIONS:</p>	<p>DATE: 2.23.2016</p>
					<p>SCALE: 1"=20'-0"</p>
					<p>SHEET: MP.6</p>

WATER TOWER PARK MASTER PLAN

Map WT-2



1 Site Plan
Scale: 1"=20'-0"

2 Detail Plan
Scale: 1/8"=1'-0"



CITY OF AUMSVILLE
PARK MASTER PLAN
Aumsville Oregon

Water Tower Park



REVISIONS:
12.19.2017

DATE:
3.22.2016
SCALE:
As Shown
SHEET:
MP.5

Highberger Linear Park



Highberger Linear Park and Greenway Description

Highberger Park is a 0.29-mile long linear greenway in the east side of the City that meanders along an existing drainage course in the Highberger Meadows and Flowers Estates subdivisions. The property was donated to the City as part of the original subdivision developments to preserve the existing drainage course and wetlands and to provide the first piece of a recreational trail network in the eastern half of the city. A fully improved pedestrian trail extends from Willamette Street to Bishop Rd. SE.

At the west end of the trail adjacent to Willamette Street, the City has constructed a 4-car parking area, a picnic shelter and basketball court. The 8' wide concrete recreational trail begins at this parking area and goes east along the creek, adjacent to existing wetlands and then next to several detention ponds east of Cougar Street. Benches, picnic tables and drinking fountains are located along the lighted trail. The City has installed way-finder signage to direct park users to nearby streets.

In 2016, the City acquired a 0.15-acre parcel fronting Willamette Street just west of the basketball court. This site will be used as green space and for the installation of a new restroom facility for the benefit of trail and park users.





2016 Highberger Linear Park Facilities Inventory

Picnic Facilities

- Small picnic shelter
- Picnic tables (3)
- Pedestrian Benches
- Trash receptacles

Playground Equipment

None

Parking

- 4 off-street parking spaces
@ the Willamette Street entry.

Miscellaneous

- Basketball Court (full-size)
- Park signage
- Wayfaring signage
- Trail lighting
- Drinking Fountains (2)
- Planting Beds (adopted by residents)



Community Observations and Public Open House Input

The project consultants toured Highberger Park with city public work staff several times in 2016. The Parks Advisory Committee met with the consultants to discuss needs, constraints and potential future uses of Highberger Park. The City solicited public comments at two open houses in March 2016 and met with the City Council to discuss park priorities in July 2016.

General Observations on Park Usage:

As a linear park Highberger Park is primarily used by nearby residents to walk dogs, take leisurely strolls, or get daily exercise. Residents are very pleased with the trail design, security lighting along the pathway and the excellent visibility. Adults and children feel safe and secure when using the recreational trail. The fenced basketball court attracts middle school students, high school students and young adults. The picnic shelter is occasionally used by area residents for small family gatherings and by the community for special events like National Night Out. Community members noted that the lack of a restroom near the picnic area and the basketball court limits usage of these areas. The addition of a restroom facility will also serve citizens using the recreational trail.

City officials want to see the greenway and recreational trail extend east of Bishop Rd. along Highberger Ditch and also south along Bishop Rd. to Mill Creek Rd. The existing trail is the first segment of a larger recreational trail network that will loop through the community.

Issues / Needs / Desires:

The city staff, Parks Advisory Committee and citizens identified several improvements they believe will enhance Highberger Park and improve the public's experience when walking the recreational trail.

Facilities:

- Add a public restroom at the west end of Highberger Park near Willamette Street so it is close to the picnic area and basketball court and easily accessible for trail users.
- Develop a series of fitness stations along the recreational trail. Begin with 2-3 stations within Highberger Park and add to these in the future when the recreational trail is extended to the south and east.

Site Features:

- The wetlands and riparian area between Cougar Street and Willamette Street needs to be managed and restored with native vegetation to help reduce erosion and improve water quality.
- Retaining lawn areas and low-profile grasses and shrubs is encouraged to retain high visibility along the entire trail. Use of large shrubs, hedges and trees which limit visibility is discouraged.

Neighborhood and Connectivity Issues:

- Add a trail extension to Willamette Street to connect with the Flowers Meadows Subdivision.
- Highberger Park will serve as a neighborhood park for area residents until a community park is developed east of Bishop Rd. (See Future Parks).
- Extend the recreational trail along Highberger Ditch east of Bishop Road.
- Extend the recreational trail along the east side of Bishop Rd south to Mill Creek Road.

Flood Management:

- Highberger Parks detention basins and the ditch area are necessary to protect the adjacent neighborhoods from flooding during major winter storms. Planting with native grasses, shrubs and plants is encouraged.
- Regular maintenance of the detention basins and Highberger ditch area is recommended to maximize storm-water detention.

Proposed Highberger Park Improvements

At the March 7, 2016 open houses, local residents reviewed two park design concepts for Highberger Park and offered their comments and recommendations on the design options and proposed park improvements. Modifications were made to the plan for the March 29, 2016 open house to incorporate recommendations from both the public and Parks Advisory Committee. The Parks Advisory Committee has identified the following improvements for Highberger Park:

1. New Restroom

A new restroom is recommended for the west end of Highberger Park adjacent to Willamette Street at the beginning of the recreational trail. The restroom should be located west of the basketball court, picnic shelter and trail on property acquired by the City in 2016. Water, sewer, electrical utilities and a handicapped parking space are readily available. The Parks Advisory Committee recommends a new restroom be completed prior to 2020.

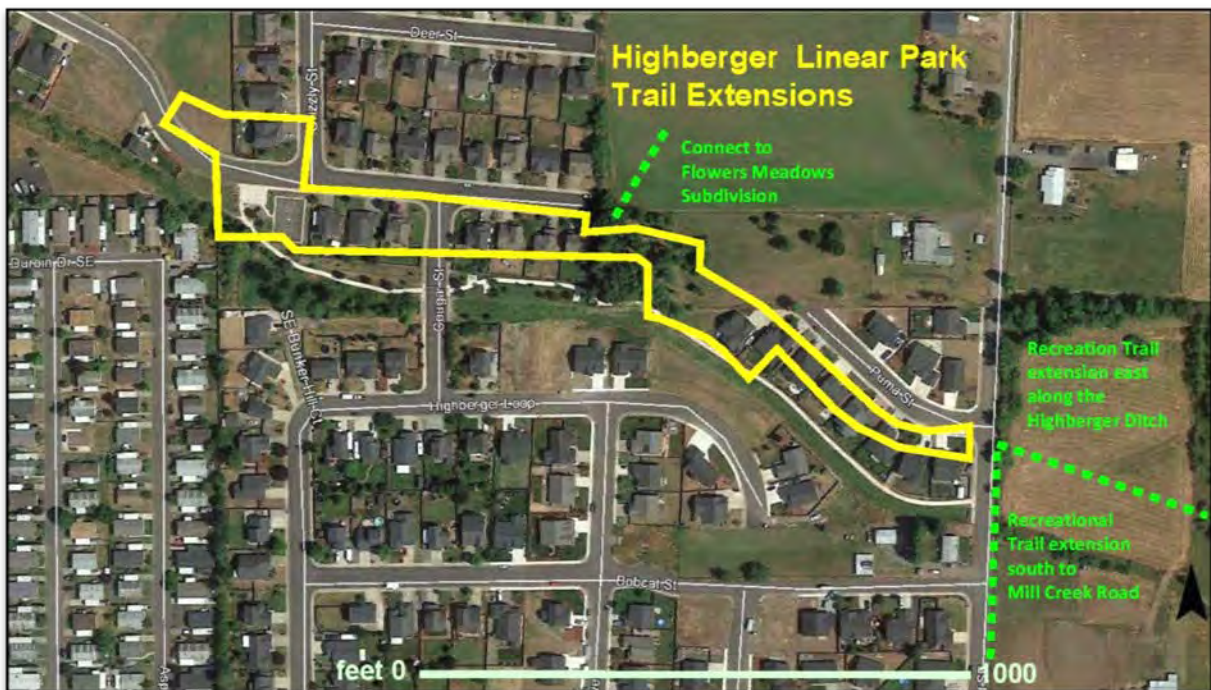
2. Fitness Trail

Fitness stations are recommended along the existing trail in Highberger Park. As the trail is extended east and/or south in the future, additional fitness stations can be added.

3. Land Acquisition and Recreational Trail Extensions

The City views the existing Highberger Park as the first segment in the recreational trail network that loops through the City of Aumsville. The City's Comprehensive Plan anticipates Highberger Ditch inside the Urban Growth Boundary will be preserved as a greenway corridor for flood management and storm water detention. The recreational trail will be extended in a greenway from Bishop Rd. east to Albus Rd. SE. In addition, this plan recommends the recreational trail be extended along the east side of Bishop Rd. south to Mill Creek Rd.

Map Highberger-1
Future Highberger Park Recreational Trail Extensions



Highberger Park Master Plan

Highberger Park will continue to be used as a community park, with recreation facilities geared to serve families, youth and young adults. The Highberger Park Master recommends:

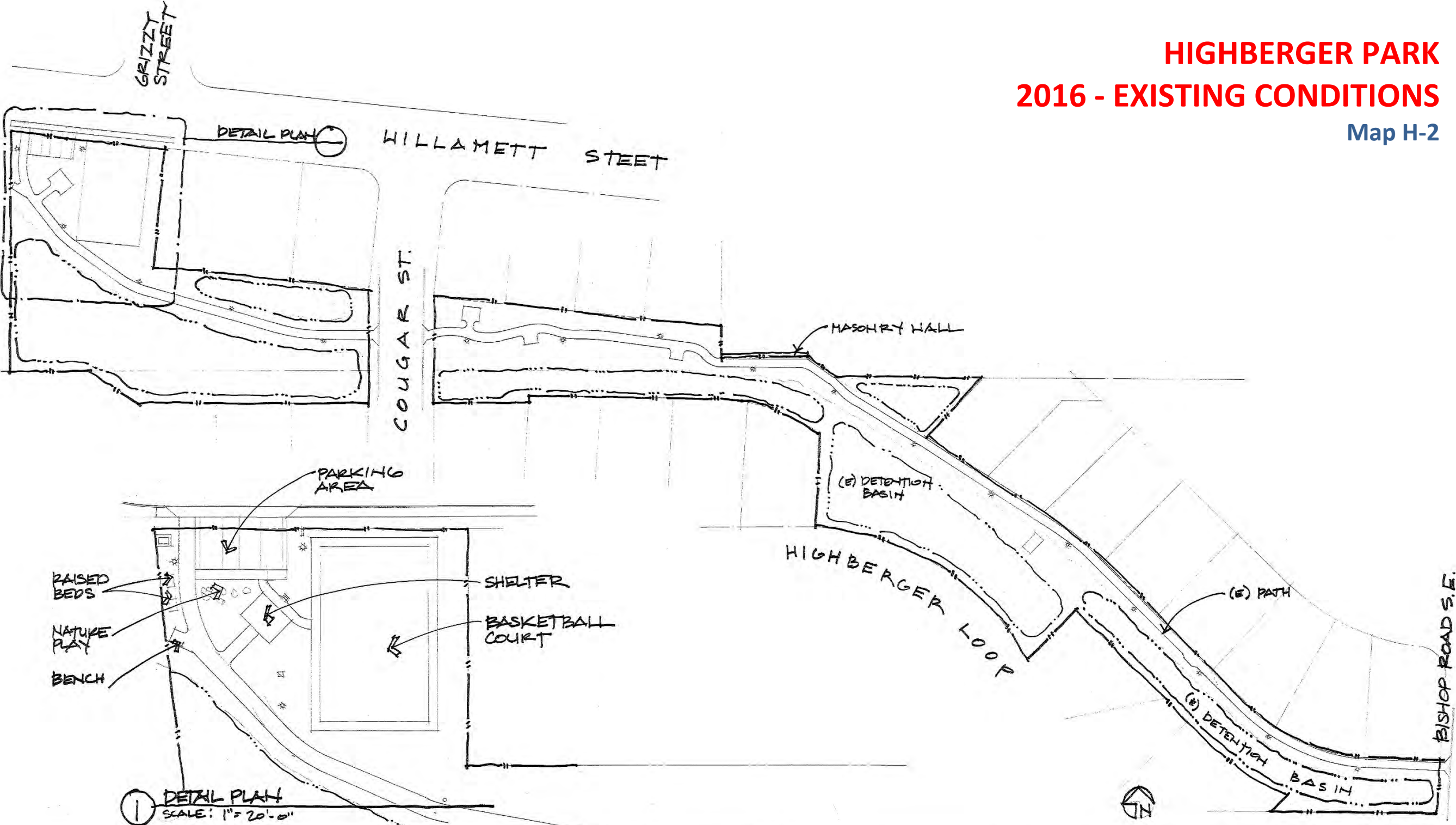
Table H-1
**Highberger Linear Park
 Priority Park Improvements¹**

	Recommended Highberger Park Improvements	Description
H-1	Restroom	Build a new restroom at the Willamette Street entry to Highberger Park
H-2	Fitness Trail	Develop fitness stations along the Highberger Park recreational trail.
H-3	Native Plant Restoration	Restore native plants in the riparian area at the west end of the park.
H-4	Recreational Trail Extension (north to Flowers Meadows Subdivision)	Acquire an easement or ROW for to extend the recreational trail from Highberger Park north to Willamette Street into the Flowers Meadows Subdivision.
H-5	Recreational Trail Extension (e. of Bishop Rd.)	Acquire land east of Bishop Rd. along Highberger Ditch to extend the Highberger Linear Park and recreational trail to a future community park east of SE Bishop Rd. 8' wide trail.
H-6	Recreational Trail Extension (south on Bishop Rd. to Mill Creek Rd.)	Acquire additional right-of-way on the east side of Bishop Rd. SE and extend the recreational trail from Highberger Park south to Mill Creek Rd.

¹ Detailed cost estimates for all Highberger Park improvements are included in Exhibit "A".

HIGHBERGER PARK 2016 - EXISTING CONDITIONS

Map H-2



CITY OF AUMSVILLE
PARK MASTER PLAN
Aumsville Oregon

HIGHBERGER
PARK

REVISIONS:	DATE: 1.23.2016
	SCALE: 1" = 40'-0"
	SHEET: MP.5

HIGHBERGER LINEAR PARK MASTER PLAN

Map H-3



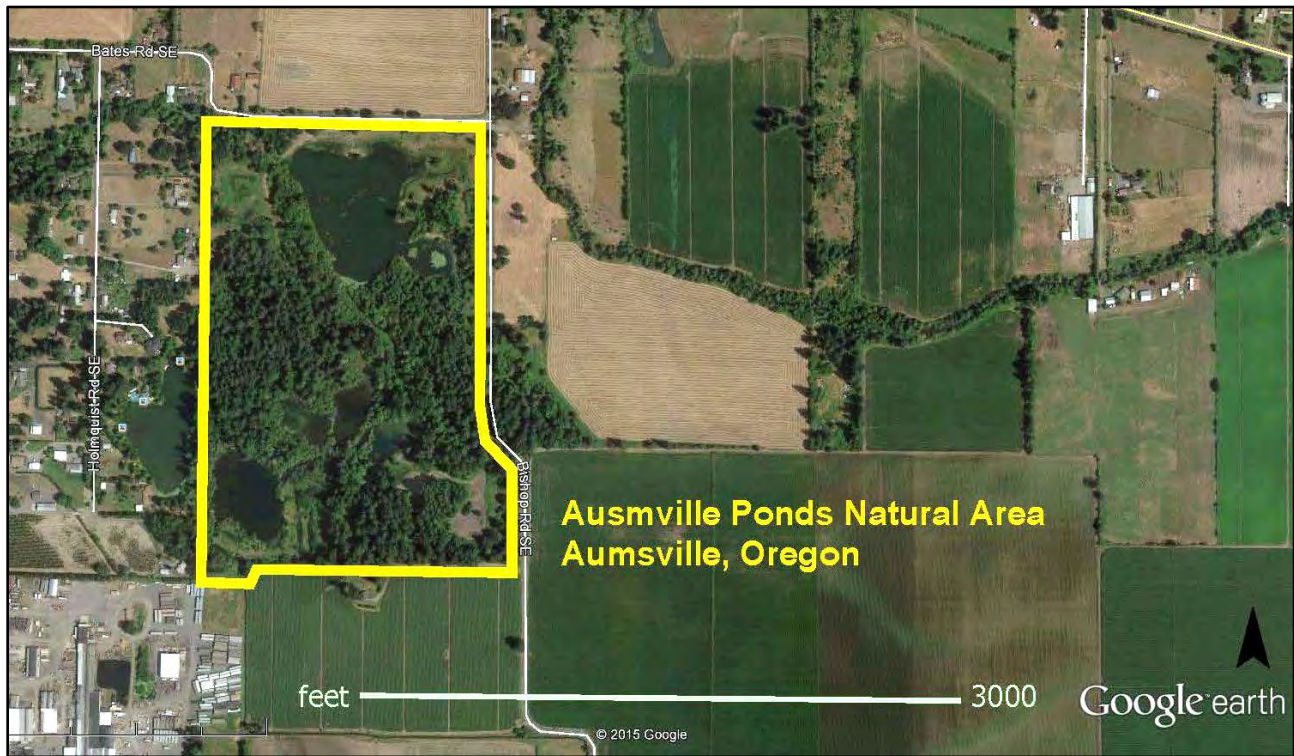
Native Planting

- Trees
 - Douglas Fir
 - Western Red Cedar
 - Pacific Dogwood
 - Vine Maple
- Shrubs
 - Oregon Grape
 - Pink Current
 - Pacific Nine Bark
 - Snow Berry
 - Douglas Spiraea
 - Nootka Rose
- Ground Cover
 - Kinnickinnick
 - Sword fern
 - Barren Strawberry
 - Twin Berry
 - Winter Green

1 Detail Plan
Scale: 1"=20'-0"

		<p>CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon</p>	<p>Highberger Linear Park</p> 	<p>REVISIONS: 12.19.2017</p> <p>DATE: 3.22.2016</p> <p>SCALE: 1"=40'-0"</p> <p>SHEET: MP.6</p>
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Aumsville Ponds Natural Area



Aumsville Ponds Natural Area Description

The Aumsville Ponds Natural Area is a 77.8-acre natural area located approximately one-half mile south of Mill Creek Road at the intersection of Bates Rd. and Bishop Rd. The site, previously known as the Aumsville Quarry, was owned by the Oregon Highway Division (ODOT) and used as a source of rock for the construction of Highway 22. After completion of the highway the quarry areas filled with water creating the ponds. These ponds are the headwaters for Porter Creek which flows to the west. In 1980, the Oregon Department of Fish and Wildlife obtained a permit from the Oregon Highway Division to develop the ponds as a public angling area with a nature trail meandering around the ponds. Marion County acquired the property in 2000 and has managed the site as a natural area.

In 2017 city officials expressed interest making the park more accessible to the public and discussed options for future operation and management with the County Administrator. Options for improved operation and management of the Aumsville Ponds include a lease or joint management agreement between the City of Aumsville and Marion County or a transfer ownership from Marion County to the City of Aumsville. If the park ownership is transferred Marion County officials indicate the County will retain a one-to-two-acre parcel at the southeast corner of the site adjacent to Bishop Rd. and retain any existing water rights. As of October 2017, no decisions have been made.

The ponds, a small gravel parking lot, picnic area and walking trails are available for public use from the late spring through the end of fall, but the site is closed to the public during the winter months. The Marion County Parks Master Plan (MIG, Inc. April 2010) describes the Aumsville Ponds as a community park, but anticipates it will be retained as a natural area with low-impact recreational uses.

The 77.8-acre site, composed of wetlands and upland areas, is the headwaters for Porter Creek in the Mill Creek Watershed. A gravel path has been developed. Volunteer groups assist in controlling invasive vegetation and in creating and maintaining the trail that winds around the site. The park is home to numerous native species such as bald eagles, osprey, migratory waterfowl, black-tailed deer, and warm water fish. Aumsville Ponds Park is popular for picnicking, swimming, fishing, and nature watching.¹

Marion County parks staff indicate the Aumsville Ponds is home to a variety of amphibians including rough skinned newt, bull frog, red-legged frog, pacific tree frog and the western pond turtle. The site provides good quality habitat for the western pond turtle, *Actinemys marmorata*, whose status is listed as “critical” on the Oregon sensitive species list. Conservation of Oregon’s native turtles and the protection of their habitat is a high conservation priority due to significant loss of habitat within the Willamette Valley.² ODFW has developed best management practices (BMPs) to guide property owners on how to preserve habitat for Oregon’s native turtles. Wildlife managers encourage protection of natural areas, such as the Aumsville Ponds site and the use of BMPs to manage sites where turtles live.

Actions that involve ground disturbance, changes in water levels, removal of vegetation, and use of heavy equipment are only a few types of activities known to affect turtles. Just because you don’t see turtles on your site doesn’t mean they aren’t there. Oregon’s secretive native turtles hibernate during cold weather and rest (aestivate) on hot summer days, buried in the bottoms of muddy ponds or under leaf litter in shrubby or forested upland areas. They may be visible only during a narrow temperature range and on sunny days when they bask (sunbathe) on fallen trees and tree branches along the margins of rivers, lakes, and ponds.³

A 100-year flood plain extends around the edges of Young Lake, the large lake at the north end of the site, and along Porter Creek. Porter Creek flows to the west where it discharges into Mill Creek about ¾ of a mile west of the City of Aumsville city limits.

Mill Creek is identified as essential salmon habitat by the Oregon Department of Fish and Wildlife for two threatened species, the Upper Willamette spring Chinook and winter steelhead. The City has a responsibility to manage the flood plain so development within it does not harm or destroy habitat for threatened salmonids. This plan recommends the City encourage habitat restoration activities and avoid placement of buildings or park facilities within the 100-year flood plain and wetlands to protect water quality and habitat.



Young Lake with Native Species Interpretive Sign

2016 Aumsville Ponds Natural Area Facilities Inventory

¹ *Marion County Parks Master Plan*, MIG, Inc., April 2010. pp. 19-20.

² ODFW. 2015. *Guidance for Conserving Oregon’s Native Turtles including Best Management Practices*. Oregon Department of Fish and Wildlife. 99 pp.

³ *Ibid*, p. 1.

Buildings & Facilities

Restroom (unisex pit toilet)

Utilities

None

Playground Equipment

None

Site Improvements & Parking

Off-street gravel parking
Loop walking trail and bridges
Picnic table near entry

Miscellaneous

Entry gates
Interpretative signage
Aumsville Ponds Natural Area sign



Community Observations and Public Open House Input

The Aumsville Ponds Natural Area is a special use park with minimal public use. Although close to the City of Aumsville the park is not well-known and visitor use is small. During winter months, Marion County keeps the gates to the park locked. Visitors park on Bates Rd., walk around the gates to fish or walk the park trails.

The project consultants toured Aumsville Ponds Natural Area in 2016. The advisory committee for the Parks Master Plan Update discussed Marion County's lack of on-going maintenance, the potential for city acquisition of the site, environmental constraints and potential future uses of the natural area. They concluded city acquisition or a lease/management agreement for the operation of the park will benefit city residents by providing a large, undeveloped nature area, which is unique to Marion County and very different from the city's other parks.

Issues / Needs / Desires:

The city staff, parks advisory committee members and citizens identified several issues to be considered by the project consultants in planning for improvements to the Aumsville Ponds Natural Area.

Operational Issues and Concerns:

- Marion County provides minimal summer maintenance.
- The park is closed to the public in the winter months.
- Minor vandalism occurs when the park is closed to the public.
- Law enforcement does not patrol the park on a regular basis

Facilities:

- Restrooms: The current pit restroom will need to be refurbished or replaced if usage increases.
- Parking: Year-round parking lot access and improved security will be needed. The parking lot will need to be secured to prevent vehicles from driving onto the grassy areas near the ponds.
- Picnic Shelter: Increased community use will require the addition of a small group picnic shelter and additional picnic tables north of Young Lake.

Playground and Equipment:

- No playground area is recommended.

Site Improvements:

- Add trees on the north shore of Young Lake for shade during afternoons.
- Trails are not ADA compliant. Rebuild the trails as accessible multi-use trails.
- Camping: Evaluate the feasibility of adding a small tent-camping area on the east side of Young Lake with road access to Bishop Rd.

Miscellaneous:

- Develop an invasive plant management program
- Place interpretive signage along the trail to describe flora and fauna.
- Encourage educational study opportunities in local schools.



Aumsville Ponds --- Young Lake

At the March 2016 open houses, Aumsville’s citizens offered their comments and recommendations. Public reaction to the proposed city acquisition was mixed. Several community members noted city acquisition would add a financial burden for park management and felt Marion County should continue to own and manage the park. Other residents viewed city acquisition of the park as an opportunity to improve the walking trails, add interpretive signage, use the park for environmental education, provide regular maintenance and local police protection and to keep the park open throughout the year.

Proposed Aumsville Ponds Natural Area Improvements

The Parks Advisory Committee and the city staff considered the public comments and identified the following priority improvements for Aumsville Ponds Natural Area.

1. Complete the main perimeter trail around Young Lake. Re-grade the trail and provide an accessible surface for the pathway by compacting existing gravel and topping it with compacted ¾-minus gravel. Add several benches or resting areas along the trails.
2. Maintain and upgrade the smaller walking trails around the other ponds and through the wetlands.
3. When upgrading the existing overlook/fishing pier, add an accessible pathway and modify the overlook to add lowered railings along a portion of the railing.
4. Provide interpretive signage about native plants and animals along the trails.
5. Add a small group picnic shelter and accessible picnic tables north and east of Young Lake
6. Modify the parking area so the park is open year-round.
7. Upgrade the existing restroom facility.
8. Add security cameras at the restroom and parking area.
9. Continue partnerships with local schools for maintenance and restoration of the natural area.
10. Build a small environmental education building for use by local schools.
11. Create a small walk-in tent camping area on the east side of Young Lake.
12. Develop a community park within ¼ mile of the Aumsville Ponds site. See the Future Community Park section of this plan.

Aumsville Ponds Natural Area Master Plan

Aumsville Ponds Natural Area is a special use park. The plan assumes light park usage by Aumsville residents and citizens of Marion County. Winter park closures have created challenges for park users and for annual maintenance of the natural areas and facilities within the park. Marion County and city officials will need to address the long-term ownership and management of the site.

Protection of threatened species and enhancement of the natural flood plain and wetlands will drive most decisions for development of the Aumsville Ponds site. Future improvements are proposed to improve the park user's experience by upgrading restrooms, parking, trails and picnic facilities. Security cameras will improve safety.



Trail Sign Recognizing the Environmental Education Partnership between Marion County and the Cascade School District

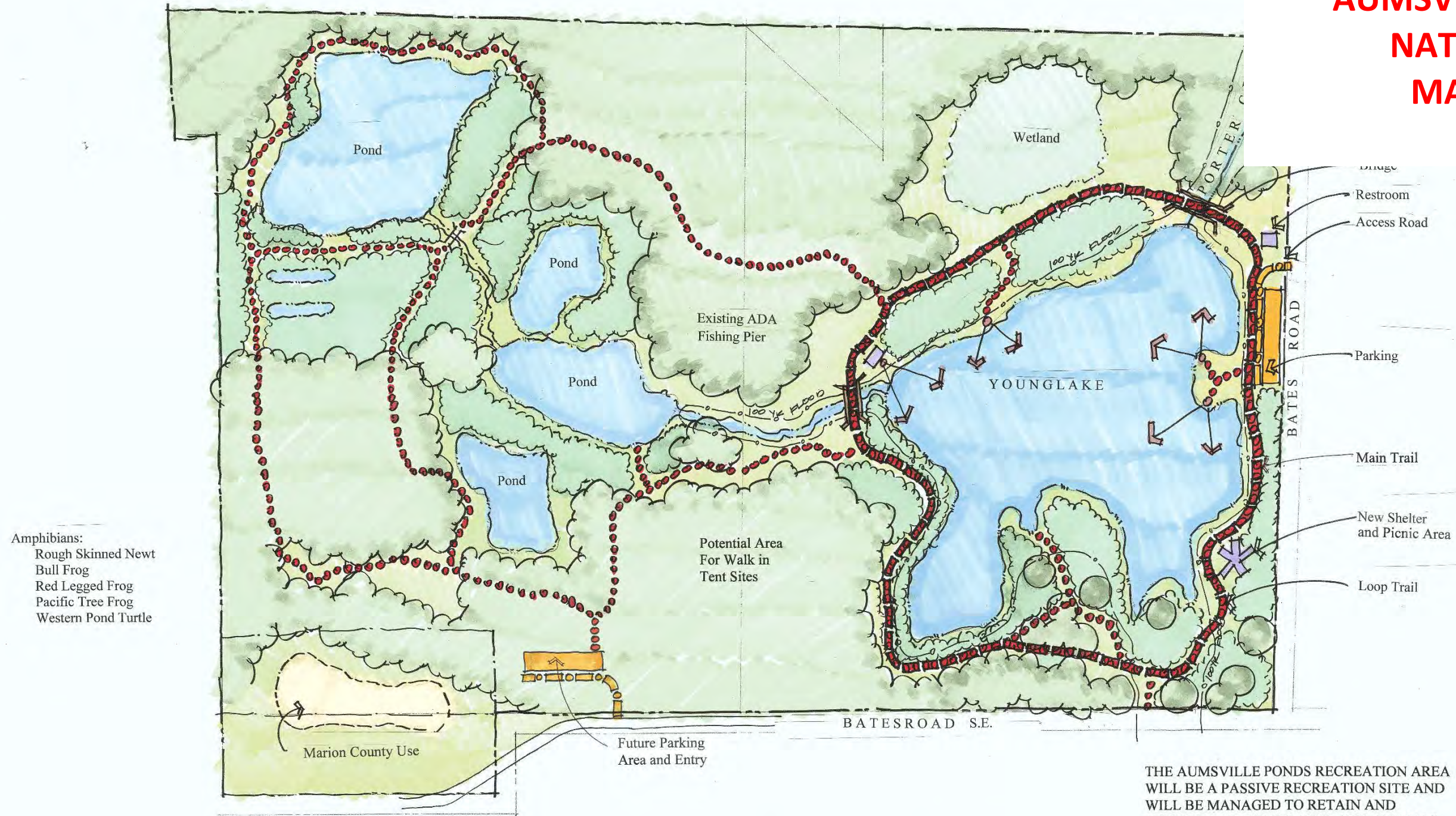
Table AP-1
**Aumsville Ponds Natural Area
 Priority Park Improvements⁴**

	Recommended Aumsville Ponds Natural Area Improvements	Description
AP-1	Aumsville Ponds Natural Area Agreement	Agreement with Marion County for long-term ownership, lease, management and improvement of the Aumsville Ponds Natural Area.
AP-2	Perimeter Trail improvements	Upgrade and/or rebuild the loop perimeter trail around Young Lake as an accessible walking/multi-use trail with benches and interpretive signage.
AP-3	Group shelter and picnic facilities.	Add a small group shelter and picnic facilities east of the parking area on the north side of Young Lake.
AP-4	Parking area	Modify gates and expand the existing gravel parking area to allow for year-round use. Add security cameras.
AP-5	Refurbish restrooms	Refurbish or replace the existing restrooms.
AP-6	Install interpretive signage	Install additional interpretive signage along the trails.

⁴ Detailed cost estimates for all Aumsville Ponds Natural Area improvements are included in Exhibit “A”.

AUMSVILLE PONDS NATURAL AREA MASTER PLAN

Map AP-1



THE AUMSVILLE PONDS RECREATION AREA WILL BE A PASSIVE RECREATION SITE AND WILL BE MANAGED TO RETAIN AND PRESERVE NATIVE PLANTS AND ANIMALS ON THE SITE

 Quatrefol, Inc. <small>Design • Landscape Architecture • Site Planning</small> <small>404 SE 34th Ave. Portland, Oregon 97217</small> <small>Tel: (503) 946-8999 Fax: (503) 946-3440</small>	REGISTERED <small>352</small> BRIAN E. BAINSON OREGON <small>07/26/1996</small> LANDSCAPE ARCHITECT	CITY OF AUMSVILLE PARK MASTER PLAN Aumsville Oregon	Aumsville Ponds Natural Area		REVISIONS: <small>12.19.2017</small>	DATE: <small>3.28.2016</small> SCALE: <small>1"=100'-0"</small> SHEET: MP.7
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Eastside Community Park



Eastside Community Park Description

Eastside Community Park is Aumsville’s newest park. The 22.57-acre site was acquired by the City in August 2019. The park is located between Bishop Rd. SE and Albus Rd. SE. The North Santiam Highway (Oregon Highway 22) abuts the north edge of the site. The park site slopes gently to the south from the highway right-of-way to a drainage swale that runs westward along the south edge of the property. The site is a vacant pasture area with a small Oregon white oak grove running north-south through the center of the site. The site wraps around a 2.71-acre rural residential homesite at 7582 Bishop Rd. SE. A 1.39-acre home site at 7767 Albus Rd. SE abuts the east edge of the park property.

The *Aumsville Parks Master Plan* recommends the City of Aumsville provide a variety of community parks, neighborhood parks, linear parks, and trails to serve the community. The plan recommends the Aumsville provide 8.25 acres of park land per 1,000 residents. In 2020, the city had 19.9 acres of developed park land within the city limits. Since Aumsville is projected to grow from 4,212 residents (2022) to 6,660 residents by the year 2050, the City will need to acquire another 30+ acres of land with a goal of having 57+/- acres of public park land by the year 2050.



Figure 1 - Oak Grove in Eastside Community Park

The parks master plan included a specific recommendation to acquire a 20-acre community park at the east edge of the city within 5-years of the plan’s adoption in 2018. When the opportunity arose, the city was able to negotiate with a willing seller to purchase the site. The City utilized SDC funds and a grant from the Oregon Parks and Recreation Department to purchase the property. The following paragraphs summarize the purpose, location and typical uses found in a community park.

- Purpose:** A community park is designed to serve all the residents of the city with a variety of facilities including group picnic shelters, playgrounds, athletic fields, restrooms, off-street parking and large group event space. Natural areas, open spaces and recreational trails may be incorporated with a community park to protect waterways, drainage corridors, forested areas and/or wildlife habitats.
- Location:** Serves residents within a two-mile radius and is located within a five-minute to ten-minute drive of any residence in the city. With Porter-Boone Park and Mill Creek Park located at the southwest corner of the city, an east side community park was included in the parks master plan. Users may reach the park on foot, bicycle or by motor vehicle. The park location east of Bishop Rd., SE was selected because it is easily accessible from residential neighborhoods that were developed from 1990 to 2020 east of 1st Street and west of SE Bishop Rd. and a quick drive from all other locations inside the city. With a short sidewalk extension, the new park will connect to a pedestrian trail in Highberger Linear Park.
- Facilities:** A community park provides facilities to serve residents, visitors, and community groups. Selected facilities may attract county residents. Athletic fields, group shelters, picnic facilities, camping, open space, trails, paths, natural areas, community center, and/or special event venues are typical. Community parks have restrooms and vehicle parking lots to accommodate community-wide events. If a community park also serves as a neighborhood park it includes play equipment and amenities for pre-school and elementary age children.

Community Park – Park Facility Standards and Identified Needs

Chapter 4 of the *Aumsville Parks Master Plan* includes level of service standards for the development of parks and recreation facilities in the city. Table E-1 lists park facilities, level of service standards and specific recommendations for new recreational fields and facilities to be developed in a new community park.

Table E-1
**City of Aumsville Level of Service Standards and
 Recommended Facilities for a New Community Park**

Type of Recreational Facility	Level of Service Standard per “x” population	Current Supply (2023)	Projected Need (2045)	Recommendations for a New Community Park
Community Center	1 center per 15,000 residents 1 sq. ft. per person	Chester Bridges Community Center (3,500 sq. ft.)	6,000 to 7,000 sq. ft	Build a new larger community center with exterior event space in a community park
Multi-Purpose Activity / Youth Sports Fields	1 per neighborhood / community park for soccer, baseball & softball	Mill Creek Park (1)	Use Cascade Schools. Provide 4 in city	Include 2 or more fields in the Eastside Community Park.
Basketball Courts	1 per park	Porter Boone & Highberger Park	4	Add two in a new community park
Picnic Areas & Large Shelters	1 per 5,000 residents	Porter Boone (1)	1 large shelter	Construct in new neighborhood & community parks

Type of Recreational Facility	Level of Service Standard per “x” population	Current Supply (2023)	Projected Need (2045)	Recommendations for a New Community Park
Small Shelters	1 per 1,000 residents	4 small shelters Wildwood (2) & Mill Creek (2) parks	7 small shelters	Construct in new neighborhood & community parks.
BMX Facility	1 per 2,500 residents	None	1	Add to Mill Creek Park or include in a new community park.

In addition to these recommended facilities from the *Aumsville Parks Master Plan*, the consultants utilized data from the 2019-2023 Statewide Comprehensive Outdoor Recreation Plan to identify needed recreational facilities that should be incorporated into the design of a community park. The following table shows the compilation of results of the highest priorities for Marion County and for Oregon residents who live in suburban communities.

Table E-2
2018 SCORP Survey Results
Recreational Facility Priorities

<i>Public Recreation Provider Survey Marion County Needs</i>		<i>Oregon Resident Survey Statewide Suburban Need Results</i>	
Close to Home Priorities	Score	Needed Recreation Facility	Score
Children’s playgrounds and play areas built with manufactured structures like swing sets, slides and climbing apparatus.	4.17	Soft surface walking trails and paths	3.78
Acquisition of park land for developed recreation	3.8	More restrooms	3.61
Picnicking / day use facilities	3.7	Children’s playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, and trees)	3.52
		Nature and wildlife viewing	3.52
		Public access sites to waterways	3.46

Eastside Park Planning Grant and Citizens Advisory Committee

In 2021, the City of Aumsville secured a planning grant from the Oregon Parks and Recreation Department to develop a conceptual plan for the development of the Eastside Community Park. The city retained planning consultant David W. Kinney and landscape architect Brian Bainson, Quatrefoil, Inc. to collaborate with a citizens advisory committee and prepare a concept plan and narrative for the park. City staff member Kirsti Pizzutto worked with the consultants and coordinated citizen involvement efforts throughout the planning process. The Committee met five times from October 2022 through March 2023 to review demographic information, discuss park needs and community desires for park facilities and then review design concepts.

In October 2022, the advisory committee toured the park site with the consultants and discussed opportunities for the development of the park, needed facilities and incorporation of existing natural features, trees and access ways into the future park design concepts. Committee members concluded the 20+ acre site has potential to include multi-purpose fields coupled with playgrounds, parking, special use recreation features, picnic facilities and a pedestrian trail around the edge of the site. They directed the consultants to incorporate the following design elements into the three initial design concepts for the park:

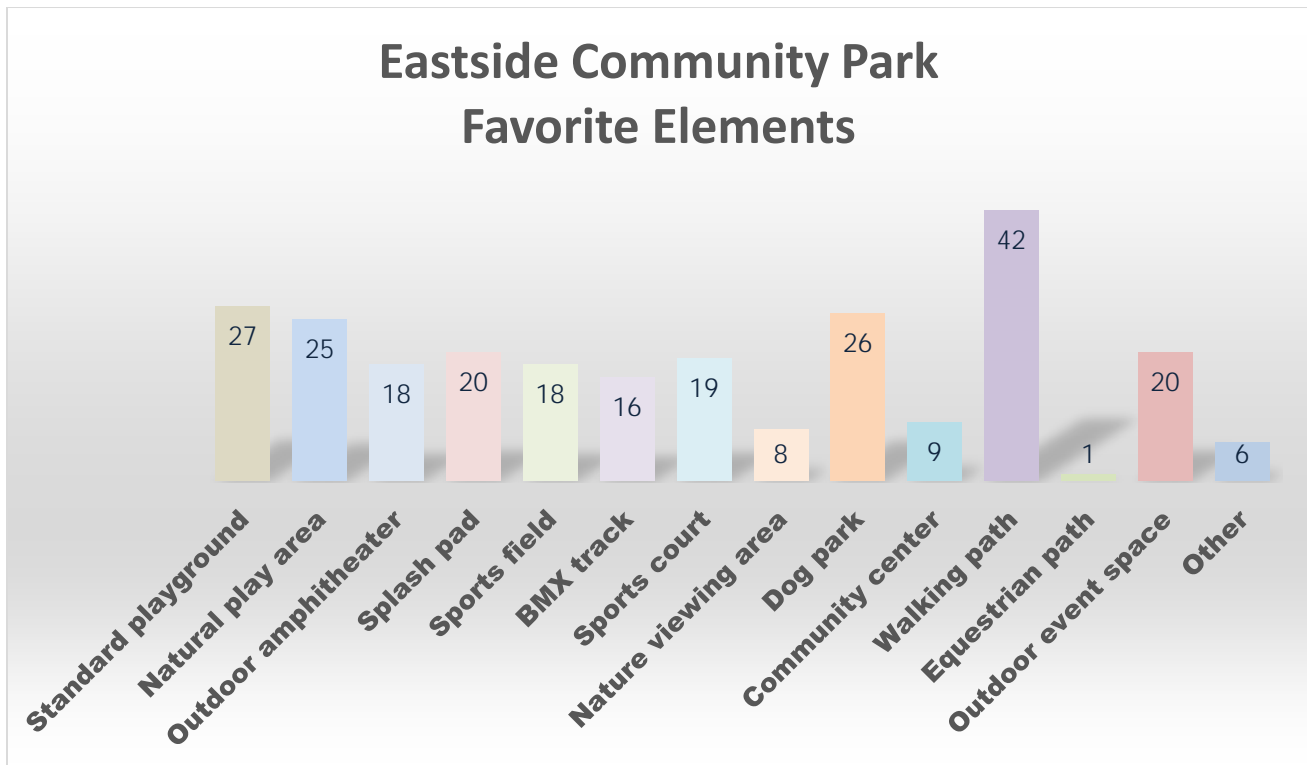
- Multi-purpose sports fields with space for youth/little league baseball, softball, and soccer.
- Horse/Equestrian trails
- Pedestrian Trails
- Dog park areas for large and small dogs
- Large group and smaller picnic shelters and picnic areas
- Play areas include a water park, tot lot, and play structures.
- Community Center

Based on the site visit, direction from the community advisory committee and the priority recreational facilities listed in the Aumsville Parks Master Plan and the SCORP, landscape architect Brian Bainson developed three initial design concepts for development of the Eastside Community Park in November 2022. The three concept drawings “A”, “B” and “C” provided significantly different designs for the development of the site.

Community Observations and Public Open House Input

The city solicited public comments on the three initial design concepts at an open house on November 17, 2022. Prior to the open house city staff posted the design concepts on the city’s website. Citizens were invited to vote for their favorite design concept, complete a survey and provide written comments to the city. The city received 86 survey responses. Table E-3 summarizes citizen priorities for the recreational facilities included in the plans.

Table E-3
November 2022 Eastside Community Park - Survey Responses from Aumsville Citizens



During the community open houses and public meetings, students, citizens, city staff and elected officials were encouraged to let their imaginations go. Attendees at the November 2022 open house were invited to review the three concept plans and share their comments with advisory committee members. Participants did not hesitate to suggest a wide variety of facilities to be included in the final design for the Eastside Community Park.

Citizens were asked to say what they liked and did not like about each concept plan. They were provided “Green” and “Red” dots to place on the plans, to highlight the proposed park elements they liked (Green) and elements they did not like (Red) or felt should not be included (Red) in the final park designs. Overall community members want to see the new community park have “multiple” facilities that will be inviting to families, provide facilities for youth sports programs and add special use facilities that are not available in any of Aumsville’s other parks.

Several proposed park facilities were supported by participants of all ages:

- Multi-purpose sports field
- Playground areas (manufactured play structures and a natural play area)
- Picnic facilities
- Courts (pickleball and basketball)
- Special use areas (water play, BMX area and dog parks)
- Trails for walkers, joggers, and pet owners

Concept “A” was the preferred concept drawing, with 70% of the survey respondents and attendees at the November 2022 open house preferring its design. Citizen advisory committee members and the landscape architect used the positive and negative feedback from each concept design to compile two design options to present at a second open house in March 2023.



Figure 2 - Aumsville Open House #1 - November 2022

On March 1st and March 9, 2023, the city met with students at Cascade Jr. High School and Aumsville Elementary School to solicit student comments and ideas. Over 400 students in twelve classrooms from Grades 4 through 8 met with City Councilor Della Seney, the consultant and city staff to discuss the park designs.

Both the elementary school students and the middle school age students were asked to use their dots to respond to the following statements:

Q1. My family and I will definitely use the following park facility (choose one) . . .

Q2. My family and I will probably not use the following park facility (choose one) . . .

Middle school aged students (Grades 6 to 8) were invited to use one “dot” to highlight their favorite recreational facilities or design elements on each of the two design plans and one “dot” to identify the one facility they did not believe should be included in the final park design. The middle school students overwhelmingly selected the multi-purpose fields, baseball/softball fields, basketball courts, dog park area and BMX track as their most desired recreational facilities.

In response to the two questions, middle-school aged students explained they participate in youth sports programs. Figure 3 includes responses from three of the six middle school classes. During the discussion of the park designs students and teachers stated there are not enough usable baseball fields and courts in the Aumsville community to serve all the students who are on sports teams. Practices for teams occur on available fields, but also on open lawn areas in parks and near schools. The Cascade baseball/softball field complex is heavily used throughout the year. Students would like fields and courts close to their homes that are accessible by walking or by bicycle. A vocal group of middle school boys advocated strongly for the inclusion of a BMX track; but a large percentage of all middle-school aged students indicated they and their family members would not use a BMX facility.



Figure 3 - Recommendations from middle school aged students at Cascade Junior High School - March 1, 2023

Elementary aged students (Grades 3 to 5) expressed strong preferences for the inclusion of the dog park, play structures and natural play areas, splash pad and soccer/multi-purpose fields. When asked why they selected a dog park as a priority, many of the children responded that they have a dog in their family, and they know their family will take their dog out for walks and to the park so it can run in a dedicated dog park area.

A second open house was held at the Aumsville Community Center on March 13, 2023 to review the final two design concepts. The city published a second on-line survey to solicit community input. Seventy (70%) per cent of the respondents preferred the Concept "A" design. Written comments from citizens expressed support for play structures, natural play features, additional ball fields and a large event space for community events.

Proposed Eastside Community Park Improvements

On March 22, 2023 the advisory committee discussed all public comments and student ideas related to each park design concept. The advisory committee selected Concept "A" and recommended revisions to the location of the natural play area, courts, and amphitheater. Landscape Architect Brian Bainnson made final revisions and prepared a recommended master plan design for the Eastside Community Park, attached as Map E-3, for presentation to the Planning Commission. The final design plan for the Eastside Community Park incorporates the following elements:

Multi-Purpose Field & Parking:

- Aumsville does not have a multi-purpose sports field which can be used for youth sports including t-ball, little league, soccer, or other field sports. The Cascade Little League has informed the city there is a need for additional fields for their t-ball and minors programs. The creation of a multi-purpose field, with two baseball/softball diamonds and two soccer field layouts with adequate parking is a high priority.

Play Area and Playground Equipment:

Two play areas are proposed.

- Play Area #1 – Manufactured Play Structures and Equipment: An all-weather play area, with a rubberized play surface and manufactured play structures. Play equipment may include slides, swings, climbers, and creative play features.



Play Area #1 should include age-appropriate elements to serve toddlers and elementary students (ages 2 to 12) with ADA accessibility for children with disabilities.

- Play Area #2 – Natural Play Area: A natural play area that incorporates logs, climbing rocks, grassy berms, animal features, steppingstones, balance beams, walkway, and other play elements with a bark-chip surface.
- Both play areas are located at the west end of the park near residential neighborhoods. At least one of the two playground areas is recommended for development in Phase 1 or 2 of the park’s development.

Community Center:

- A new 6,000 to 7,500 square foot community center is proposed near the west entrance to the park. The Chester Bridges Community Center, next to City Hall, is a 3,000+ square foot building with a main meeting room and small kitchen. The existing community center is used as the city council chambers, municipal court room and meeting space for the city’s planning commission and other community groups. As Aumsville grows, the city envisions a new community center with larger meeting rooms, commercial grade kitchen and outdoor events space. The facility can serve as the hub for the Corn Festival and as a facility to host family gatherings, weddings, arts programs, concerts, and other special community events. The existing community center adjacent to city hall may be remodeled for city offices and meeting rooms.

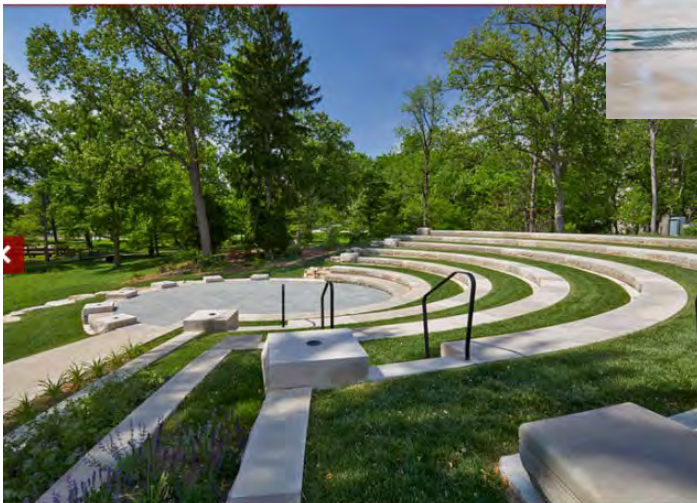
Courts:

- Basketball courts: Two full-size basketball courts are proposed in the center of the park.
- Pickleball courts: Two pickleball courts are shown near the west entry to the park. Pickleball is the fastest growing sports-court activity in the U.S. in the early 2020’s and is popular with adults, middle-aged and older.
- The development of sports courts is not a top priority for the Eastside Community Park. If youth demand for basketball courts and adult demand for the pickleball courts stays strong, they may be developed in one of the early phases of the park development. The exact locations of the basketball and pickleball courts may need to change. When used constantly, both basketball and pickleball can generate noise from the ping of the plastic balls on rackets, bouncing basketballs or the music, profanity, and loud chatter/yelling of

the participants. Placement of the courts closer to Hwy 22 or near the center of the park near parking is preferable.

Special Use Areas:

- **Water Play Area:** The master plan shows a water play area with a variety of fountains, spray elements, and water jets on an all-weather surface. Water play requires adequate parking, shaded areas with shelters, picnic tables and restrooms close by. The proposed water park is in the center of the park near the proposed community center adjacent to the proposed Water parks and skate parks can be loud and intrusive to neighbors.



- **Amphitheater:** A grass amphitheater with a small stage is located at the north end of the park. The location was selected so the amphitheater site can fit into the contours of the site. Seating may be terraced into the existing slope. Aumsville has had an active theatre group and an amphitheater creates opportunities for special events, summer movies, plays, small musical events and other performances in the park.

- **Dog Park:** Aumsville has a small dog park in Mill Creek Park, but no dog park facility on the east side of town. At the east end of the Eastside Community Park site, the plan shows the development of a dog park with enclosed areas for small dogs and larger dogs. The dog park can be initially developed as an open area adjacent to the pedestrian trail that will loop through the park. The dog park can be more fully developed with parking, shelters and fenced enclosures after the City acquires one or both adjacent properties. The inclusion of the dog park area within the park was very popular with all ages.

Park Amenities:

- Picnic shelters, tables, benches, and shade structures need to be built concurrently with development of the playground improvements, multi-purpose field and the water play area.
- Portable restrooms and/or a second permanent restroom facility will be needed if the park facilities area heavily used for organized sports and when the east side of the park is fully developed. If the City can acquire the residential property (7852 Bishop Rd. SE) in the center of the park, then a second restroom facility can be located in the existing building or in a new facility.
- **Recreational Trail.** The park design includes an all-weather recreational trail looping through and around the entire 22-acre park site. The development of an all-weather surface on the entire recreational trail will take years to complete. As an interim measure the trail can be developed with bark chips for use by joggers, dog walkers, and the public.

Street Improvements and Pedestrian Connectivity Issues:

- Street frontage improvements on Bishop Rd. SE are expected to be required by the Planning Commission as a condition of development approval when Phase 1 of the Eastside Community Park is built by the City. The improvements will include curbs, gutters, storm sewers, sidewalks, pavement widening and trees within the park site. As the City seeks grant funding for the Phase 1 and 2 improvements within the park, the city will need to identify funding to complete these street improvements.
- New sidewalks will be needed on both sides of Bishop Rd. SE extending from the Highberger Greenway north to the Eastside Community Park site. Safe pedestrian crossings on Bishop Rd. SE will be needed concurrently with Phase 1 of the project. Within the park, pedestrian walks can meander to play areas, the community center and other park facilities.
- South Access Road and Gravel Parking Area for the Multi-purpose Fields. The plan shows an 80-space parking area on the south edge of the multi-purpose fields. This parking area can be used when games and special events are held on the fields. Portable restrooms may be installed for use during events.

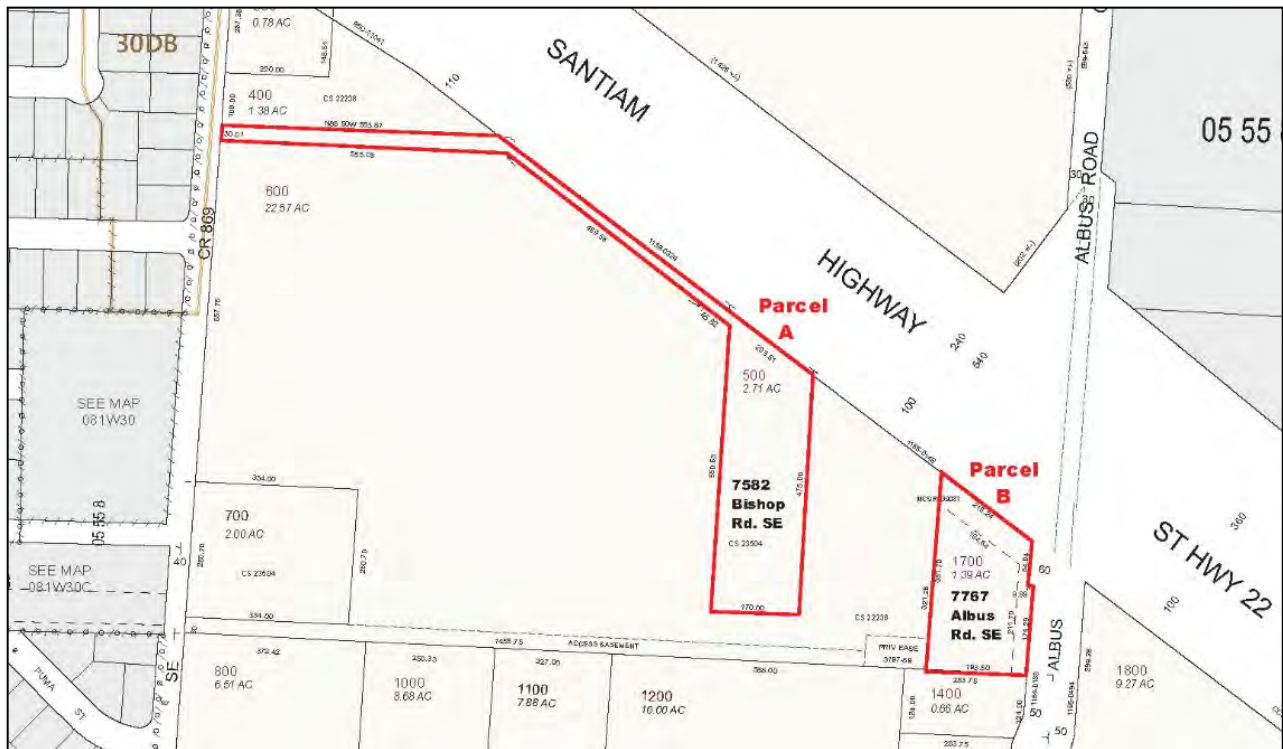
Preservation of Oregon Oak Grove and Storm Drainage Management:

- The grove of Oregon oak trees in the center of the site will need to be evaluated by a licensed arborist and a management plan developed to ensure any recreational trail and picnic facilities developed near them protect the root structures and limbs are pruned regularly for safety.
- The drainage swales from Hwy 22 south through the property and then east-west will need to be designed. Wetlands will need to be delineated and protected.

Land Acquisition for Park Expansion:

- When the opportunities arise, this plan recommends the city acquire an additional 4.20 acres at the east end of the park, as shown on Figure “XX”.

Map E-1
Proposed Land Acquisition to Expand the Eastside Community Park



- (1) PARCEL A - 7582 Bishop Rd. SE (2.71 acres): The first acquisition site is an existing private residence in the center of the site. It is accessed via a 30'-wide gravel access driveway from Bishop Rd. SE. This plan recommends the City notify the property owner of the city's interest in acquiring the site and execute a "right-of-first refusal" agreement. The acquisition will enable the city to develop the full park site, add parking, recreational trails or expand the dog park area proposed for the east end of the park. The existing home may be remodeled for use as an arts center, senior center, youth center or for special events and as a restroom facility for the east end of the park. (Assessor's Map 081W30D, Tax Lot 500).
- (2) Parcel B - 7767 Albus Rd. SE (1.39 acres): The second acquisition area is a 1.39-acre site abutting Albus Rd. SE. The site is accessed via a driveway easement to Albus Rd. SE. The city did not acquire this land in 2019 when it acquired the remainder of the site for the park. An environmental assessment is needed. Any contaminated soil, old equipment, materials, or buildings will need to be cleaned up and/or removed from the property. The acquisition of the 1.39-acre area will provide access to the proposed dog park and park maintenance facilities. (Assessor's Map 081W30D, Tax Lot 1700).

Eastside Park Master Plan

The Eastside Community Park Master Plan is attached as Map E-3 "Eastside Community Park Master Plan".

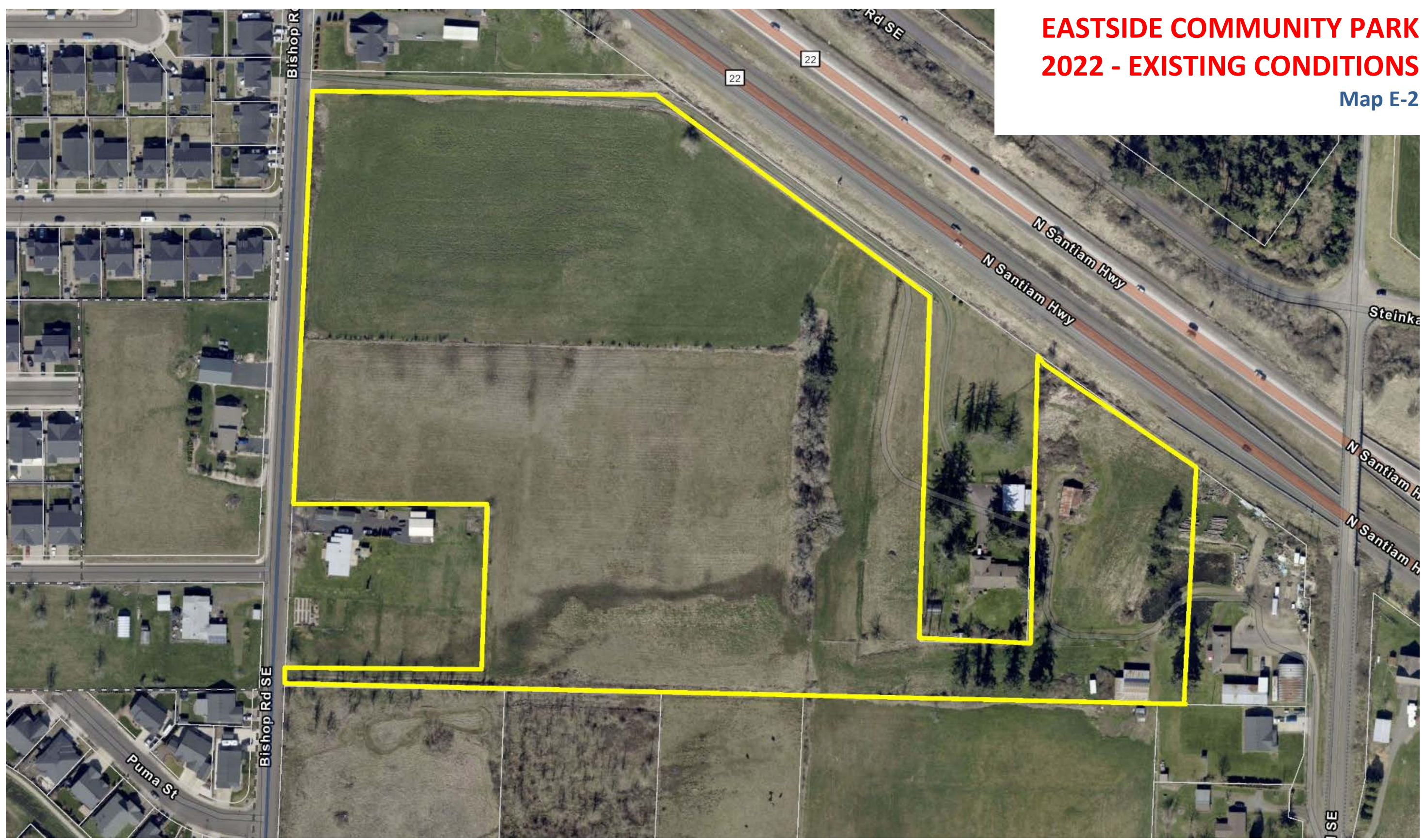
- A. **Summary of the Eastside Community Park Master Plan:** The 22+ acre Eastside Community Park is the city's largest community park. The master plan anticipates the Eastside Community Park will be the centerpiece of Aumsville's park system when it is fully developed. Active recreational facilities including playgrounds, courts, community center, BMX track and multi-purpose fields are located on the west half of the 22-acre park site near Bishop Rd. SE. Facilities for passive recreational activities are found in the eastern half of the park beginning at the Oregon oak grove which runs north-south down the center of the park. Picnic facilities, recreational trail, dog park and a park maintenance facility are located near the oaks and in the eastern half of park closer to Albus Rd. SE.
- B. **Population Served:** The Eastside Community Park will serve all residents within the City of Aumsville, visitors and residents of the greater Aumsville area living within the Cascade School District and surrounding rural areas of Marion County. 2020 Census data for the City of Aumsville shows residents of Aumsville are younger and households are larger than most communities in Marion County. Therefore, many of the key recreational facilities planned for initial development within the park will serve families, young adults, children, and youth.
- C. **Urban Growth Boundary (UGB) Expansion and Annexation of the Eastside Community Park site:** This plan recommends the city initiate a UGB amendment and annexation procedure in 2023. The inclusion of the park in the city limits will give the City authority over the full development of the park site and will enable the City to extend public facilities (water, sewer, and other city-owned utilities) into the park. The Aumsville Planning Commission and City Council will have authority to approve development plans for the property under the Aumsville Development Code.
- D. **Phased Development and Funding:** The Eastside Community Park will be developed in phases over a 20–40-year period. Table E-2 lists one phasing scenario for the development of the park. Phasing will depend on the City's ability to generate funding to pay for the project. Funding to make park improvements will come from a variety of sources including grants, systems development charges, city general funds, volunteer projects and grants from non-profit organizations.

Table E-3
**Eastside Community Park
 Phased Improvements**

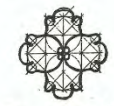
Phase	Eastside Community Park Park Improvements	Description
PHASE 1		
Design	Phase 1 Design	Prepare Phase 1 Design Development Plan and Construction drawings and specifications for underground utilities, storm drainage, park lighting, streets, and hard-surface pathway network within the entire Phase 1 area. Develop detailed development plan and construction design drawings for at least Phases 1A and 1B so project is shovel ready and City can budget funds for the project.
1A	Play Area #1	Develop either Play Area #1 (all-weather play surface & structures) or Play Area #2 (natural play area), entry road and west side parking lot and first phase of underground utilities into the park site.
1B	Multi-purpose fields and gravel parking area on south edge of site.	Work with the Cascade Little League to grade and develop the multi-purpose fields, south entry road and gravel parking area.
1C	Recreational trail	Develop a bark chip recreational trail around the perimeter of the park (SE Bishop Rd. to the Oregon oak grove).
1D	Play Area #2	Develop Play Area #2 including shelters, picnic tables, benches, and hard-surfaced pathways.
1E	Restrooms, Circle & Parking Lot	Complete entry road and parking circle, including storm drainage detention facility. Extend public utilities, construct restrooms, hard-surface pathways, and complete landscaping for Phases 1A to 1D.
1F	Basketball and Pickleball Courts	Construct basketball and/or pickleball courts, pedestrian pathways, and landscaping.
PHASE 2		
2A	BMX Track	Design and build BMX track facility.
2B	Oak Grove trails and picnic facilities	Construct hard-surfaced pedestrian pathway, picnic shelters and drainage improvements within the Oregon oak grove.
2C	Amphitheater	Design and construct the amphitheater. Extend needed underground electrical utilities, storm drainage facilities and hard-surfaced pedestrian pathways to site.
2D	Land Acquisition (East Side)	Purchase 2.71-acre property at 7582 Bishop Rd. SE
2E	Dog Park	Develop shelters, hard-surfaced pathway, and fenced enclosures for dog park.
PHASE 3		
3A	Community Center	Design and build 7,000 square foot community center and event plaza.
3B	Splash Pad / Water Play Area	Design and build water play area.
3C	Activity Center	Plan, design, and build/remodel existing homes into an activity center. Develop additional parking for the dog park and activity center building.
3D	Land Acquisition (East side)	Purchase 1.39-acre property at 7767 Albus Rd. SE
3E	Maintenance Facility	Develop entry road from Albus Rd. SE and develop a maintenance facility and small parking area in SE corner of park site.

EASTSIDE COMMUNITY PARK 2022 - EXISTING CONDITIONS

Map E-2



**EASTSIDE
COMMUNITY
PARK
MASTER
PLAN
Map E-3**



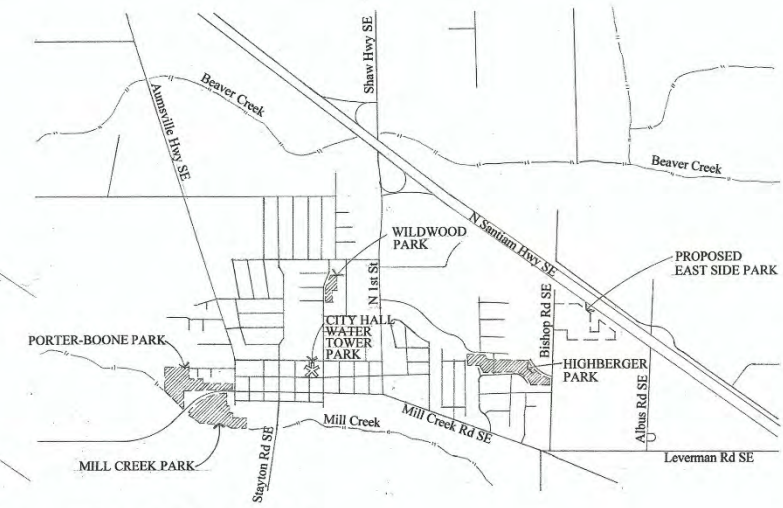
Quatrefoil Inc.
Civil & Landscape Architects - Space Planning
411 NE 6th Ave., Portland, Oregon 97231
Tel: (503) 257-8955

CITY OF AUMSVILLE
EAST SIDE COMMUNITY PARK
Aumsville, Oregon

Park Master Plan

REVISIONS:

DATE: 4.3.2023
SCALE: 1"=50'-0"
SHEET: MP.1



1 LOCATION PLAN



Exhibit B

Chapter VI Parks and Recreation Element

Local parks, natural areas, recreational facilities and open spaces are a part of the urban form that makes a small town unique. They provide venues for community events. They create opportunities for residents and visitors to interact with each other, play, make friends and create memories. These public gathering spaces may be the site of a family picnic, a parade, a Friday night football game, a quiet walk with the dog along a creekside trail, a reflective moment at the veteran’s memorial, a place to view the beauty of fall colors or listen to the rustle of leaves. Public parks and open spaces are essential elements of a livable community.

As the City of Aumsville grows, the community leaders will invest in parks, trails, and open spaces to serve a growing population. This chapter reviews existing parks and recreation facilities in the City of Aumsville and adopts goals and policies to guide development through the year 20435.

6.1 Statewide Planning Goals related Parks and Open Space

Each city in Oregon is required to provide land for public uses, protect natural resources, plan for the development of parks and open spaces, and provide recreational opportunities for local residents and visitors. Statewide planning goals Goal 2-“Land Use”, Goal 5-“Natural Resources”, Goal 8-“Recreational Needs” and Goal 12-“Transportation” each have elements in their goals, implementation policies and administrative rules that must be considered by local officials when planning for local parks and recreational opportunities.

Goal 2: Land Use Planning:

Goal 2 requires the City to plan for all types of land uses including the provision of an adequate supply of land for public purposes. The Aumsville Comprehensive Plan map and Zoning Map include a Public “P” plan designation and zone which are used to regulate existing public uses and preserve publicly owned properties for public uses.

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

The purpose of Goal 5 is *“To protect natural resources and conserve scenic and historic areas and open spaces.”* Cities are required to adopt plans to protect natural resources and conserve scenic, historic, and open space resources.

Goal 8: Recreational Needs:

The purpose of Goal 8 is *“To satisfy the recreation needs of the citizens of the state and visitors, and where appropriate, to provide for the siting of necessary recreational facilities, including destination resorts.”* Local governments are required to plan for parks and recreational facilities in coordination with private enterprise, non-profits, state, and federal agencies. Parks and recreational facilities should be planned for and developed in such quantity, quality, and locations consistent with the availability of resources.

Under Goal 8 cities are required to:

- inventory recreation needs,
- identify recreation opportunities,
- coordinate parks and recreation plans with other agencies,
- coordinate with the Statewide Comprehensive Outdoor Recreation Plan (SCORP),
- consider energy consequences of facility development, and
- encourage the use of non-motorized recreational activities.

Local governments planning for the development of new parks and recreation facilities, or redevelopment of existing facilities are encouraged to give priority to:

- recreation needs in high population areas,
- users with limited mobility and finances,
- maximize the conservation of energy in the transportation of people to parks and recreation facilities and also in the use of energy in the facility,
- minimize environmental deterioration,
- provide recreational facilities to the public at nominal costs, and
- meet the needs of visitors to the state.

Goal 8 encourages local governments to adopt measures to finance and acquire park and recreation facilities. Cities are encouraged to consider various techniques for land acquisition including, but not limited to, fee simple site acquisition, conservation easements, development rights acquisition and subdivision park land dedication.

Goal 11: Public Facilities and Goal 12: Transportation:

Goals 11 and 12 and the accompanying administrative rules in OAR 660-011 requires cities larger than 2,500 persons to prepare and adopt public facility plans and OAR 660-012 requires cities to prepare and adopt transportation system plans. Facility plans include (1) an assessment of the existing facilities, including deficiencies and needed improvements; (2) assessment of vulnerability to natural hazards; (3) updated system-wide facility maps; (4) timing of when public facility improvements will be needed; (5) cost estimates; (6) a prioritized capital improvements list (5-7 year list) and (7) a financing plan listing potential local, state and federal funding sources and opportunities. The transportation planning rule, OAR 660-012, requires cities to plan for all types of transportation facilities including multi-purpose paths and trails which serve a recreational and transportation purpose.

The City of Aumsville has adopted public facility plans for its infrastructure (water, sewer, and storm drainage facilities) and has adopted a transportation system plan, Chapter 4 of the Aumsville Comprehensive Plan.

6.2 Aumsville Parks Master Plan

The City of Aumsville has adopted the *Aumsville Parks Master Plan* as a technical facilities plan amendment to the Aumsville Comprehensive Plan. The parks master plan complies with statewide planning goals and administrative rules and is consistent with other elements of the *Aumsville Comprehensive Plan*.

The *Aumsville Parks Master Plan* has been updated several times since its original adoption in 1996. In June, 2023, the City Council completed the most recent update to the plan to incorporate information on the Eastside Community Park, acquired in 2019. The plan includes narratives on each city park. Each park narrative includes maps of the existing park facilities, a master plan map for the park and a priority list of recommended improvements. The Aumsville Parks Master Plan Map identifies existing park facilities and recommends general locations for the addition of future parks within the Urban Growth Boundary. The adopted Park Master Plan map is included at the end of this Chapter.

The parks master plan provides a guide for the acquisition and development of park and recreation facilities in the City of Aumsville and the unincorporated areas of Marion County within Aumsville's urban growth boundary. Maintaining a current parks master plan enables the City to invest public funds in the highest priority park improvement projects and effectively compete for grants from the Oregon Parks Department, donors, and private foundations.

6.3 City of Aumsville Parks and Recreation Goals and Policies

The City has adopted the following goals and policies as part of the Aumsville Parks Master Plan.

STATEWIDE PLANNING GOALS

GOAL 5 – NATURAL RESOURCES, SCENIC AND HISTORIC AREAS, AND OPEN SPACES: To protect natural resources and conserve scenic and historic areas and open spaces.

GOAL 8 – RECREATIONAL NEEDS: To satisfy the recreation needs of the citizens of the state and visitors, and where appropriate, to provide for the siting of necessary recreational facilities, including destination resorts.

CITY OF AUMSVILLE PARKS AND RECREATION GOALS

Goal P-1: To provide a variety of parks and recreational facilities to meet the needs of Aumsville's residents and visitors, enhance the livability of the City and enhance Aumsville's reputation as a great place to live and play.

Goal P-2: To provide accessible parks and recreation facilities for our citizens.

Goal P-3: To preserve natural areas and open spaces along Aumsville’s waterways.

CITY OF AUMSVILLE COMPREHENSIVE PLAN POLICIES

Policy P-1: Parks Master Plan. The Aumsville Parks Master Plan is adopted as a technical amendment to the Aumsville Comprehensive Plan. The Aumsville Parks Master Plan will serve as a guide for parks and open space land acquisition, the development of new parks, trails, and recreation facilities and for the improvement of existing parks within the City of Aumsville.

Policy P-2: Future Park Sites. The Aumsville Parks Master Plan identifies the general locations for future parks. In order to acquire specific properties, the City is encouraged to work with existing property owners to acquire property from a willing seller. The City may purchase the property, obtain either a right-of-first refusal or enter into an agreement for future acquisition.

Policy P-3: Community Parks. The City will acquire additional land to expand the city’s two community parks: Eastside Community Park and Porter-Boone Park.

Policy P-4: Neighborhood Parks. The City will develop neighborhood parks to serve existing and future residential neighborhoods, so the majority of residents live within a ¼ mile radius of a local park.

Policy P-5: Dedication of Land for Parks and Open Space.

- a. The City will include park land and trail acquisition/dedication requirements and development standards in the Aumsville Development Code to enable the City to acquire park land and open spaces concurrently with new development.
- b. Dedication of less than one-half acre for a neighborhood park is discouraged unless it is positioned on the edge of a subdivision and can be combined with adjoining vacant land as it develops.
- c. Park names may recognize the donor, honor a historical community figure, or refer to a geographic site.

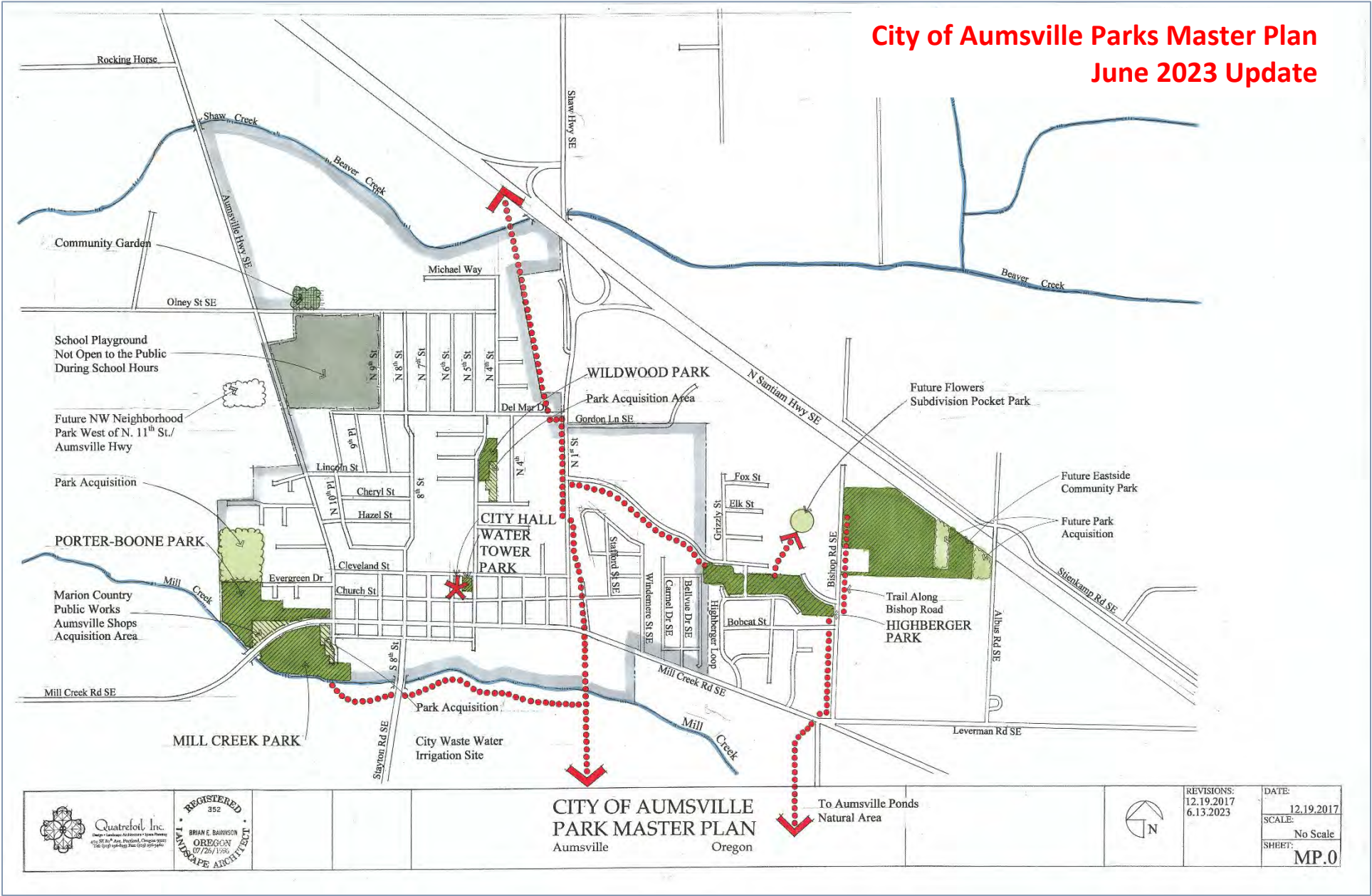
Policy P-6: Youth Recreation Facilities. The City will support efforts to provide community-based recreational facilities and programs to serve local youth and families. The addition of an indoor recreation facility, multi-purpose fields and similar facilities are a priority.

Policy P-7: Public Access to Mill Creek and Highberger Ditch. Whenever possible, the City will acquire land and protect open spaces along Mill Creek and Highberger Ditch. These open space areas will provide areas for storm water detention, improve flood plain functions, provide a natural riparian corridor, protect existing wetlands, and provide attractive natural areas along these waterways.

Policy P-8: Pedestrian and Recreational Trails. The City will develop recreational trails plan that may include pedestrian paths, sidewalks, and multi-use trails to connect residential neighborhoods with parks, schools, and the Main St. business district.

Policy P-9: Coordination with State and County Parks and Recreation Facility Plans. The City will coordinate the city's park and recreation facility planning with the *Marion County Parks Master Plan* and the *Oregon Statewide Comprehensive Outdoor Recreation Plan (SCORP)*.

City of Aumsville Parks Master Plan June 2023 Update



**CITY OF AUMSVILLE
PARK MASTER PLAN**
Aumsville Oregon



REVISIONS: 12.19.2017 6.13.2023	DATE: 12.19.2017
	SCALE: No Scale
	SHEET: MP.0

Exhibit C

Draft 1/18/2023

Study Area 1 (North of Aumsville, North of N Santiam Hwy (Hwy 22))

A. Streets & Access

1. Primary street access to Area 1 will be via Shaw Highway (First Street) which has direct access from Hwy 22 via Exit 9 (Shaw-Aumsville Exit).
2. Hwy 22 is an ODOT facility.
3. Direct access to Hwy 22 is prohibited.
4. Shaw Hwy (First Street) is a Marion County Right-of-Way.
5. As the proposed Area 1 is developed, the spacing of access points connecting to Shaw Hwy Right-of-Way will need to be verified with Marion County and ODOT.
6. Given the proximity to the Hwy 22 interchange with the required setback from the interchange, we would expect a maximum of one new street connecting to Shaw Hwy.
7. With only one east bound and one west bound connection, connectivity to Aumsville proper is severely limited. All vehicle, bike and pedestrians will be required to access City services only through Shaw Hwy.
8. Frontage improvements to Shaw Hwy will be required (widening, curb, gutter, sidewalk, storm drainage improvements) as the property fronting on this road is developed.

B. Sanitary Sewer

1. In order to provide sanitary sewer service to Area 1, a new sanitary serve pump station with a force main crossing Hwy 22 discharging directly to the City's waste water treatment plant is required.
2. Developers will be required to participate in the funding of this pump station and force main. It is unlikely that a single development in Area 1 could afford to pay the entire costs for the new pump station and force main.
3. The City will likely be the funding source via a bond measure or Local Improvement District (LID) in order to fund and construct the pump station and force main.
4. Once the pump station is constructed, developers will construct gravity sewer lines to individual properties.

C. Water System Expansion

1. The closest available water to Area 1 is located near the intersection of Del Mar and First Street. The water line is a 10" main. This main will need to be extended along 1st Street across HWY 22 to serve Area 1.

2. Due to the size and location of Area 1, we recommend a minimum of two Hwy 22 crossings to loop the system to provide redundancy and additional fire flow. The second crossing can be at the east or west end of Area 1. The location will be determined on how Area 1 develops.
3. The City will likely be the funding source via a bond measure or Local Improvement District (LID) in order to fund and construct the water main extensions to the north side of Hwy 22. Once the extensions are constructed, developers would construct mains to individual properties.

D. Storm Drainage and Flood Plain

1. The storm drainage system can be constructed incrementally as the land develops, although some offsite improvements should be anticipated in order to connection to the drainage ravine(s), if development patterns do not start next to the existing drainage ways.
2. Beaver Creek bisects Area 1. FEMA has not studied Beaver Creek north of Hwy 22, but it is clear from the flood studies west of Hwy 22 that a significant area along Beaver Creek is in the flood plain. As such, any development in this area must be designed and constructed to mitigate impacts on the flood plain.

Study Area 2 (South of Bishop Road)

A. Streets & Access

1. Primary street access to Area 2 will be via Bishop Road.
2. Bishop Road is under Marion County jurisdiction..
3. As the proposed, Area 2 is developed, the spacing of access points connecting to Bishop Road will need to be verified with Marion County. Currently there are multiple City streets with direct access to Bishop Road on the west side. Any new City street will likely be required to align with one of the existing streets to the west.
4. Frontage improvements to Bishop Road will be required (widening, curb, gutter, sidewalk, storm drainage improvements) as the property fronting on this road is developed.

B. Sanitary Sewer

1. Sanitary Sewer is currently available in Bishop Road. It is deep enough to serve facilities immediately adjacent to Bishop Road. The sewer is adequate to serve any proposed park facility.
2. In order to provide sanitary sewer service to the most easterly portion of Area 2, a new sanitary serve pump station with a force to Bishop Road will be required.
3. Since this property is proposed for a park, any facility requiring sewer service should be located closer to Bishop Road.
4. Alternatively, individual booster pump stations could be installed for individual park facilities located on the eastern portions of Area 2. We do not see this as a requirement since the Park Planning can purposely locate any facility requiring sewer service near Bishop Road.

5. Developers will construct the sewer system from Bishop Road as the individual properties develop.

C. Water System Expansion

1. Water to Area 2 is available in Bishop Road via an existing 10" main.
2. As Area 2 develops, the water can be extended and looped to provide adequate fire flow to any new development.
3. Depending upon the proposed park amenities, minimal fire flow demand is expected which will negate the need to loop the system.
4. Developers will construct water mains from Bishop Road as the individual properties develop.

D. Storm Drainage and Flood Plain

1. The storm drainage system can be constructed incrementally as the land develops, although some offsite improvements should be anticipated in order to connection to the drainage ravine(s), if development patterns do not start next to the existing drainage ways.
2. None of Area 2 is shown on the FEMA Flood Plain Map.

Study Area 3 (South of Aumsville/Main Street)

A. Streets & Access

1. Primary street access to Area 3 will be via Bishop Road and 8th Street.
2. Both Bishop Road and 8th Street are under Marion County jurisdiction.
3. Willamette Valley Rail Road bisects Area 3 making connectivity between the east and west portions of Area 3 challenging. At grade crossings, likely will not be approved forcing above grade bridges to cross the rail road at considerable expense.
4. As the proposed Area 3 is developed, the spacing of access points connecting to Bishop Road and 8th Street will need to be verified with Marion County.
5. We anticipate the access connection points can be at approximately 300' intervals making for good connectivity, except at the rail road due to the expense of the rail road crossings.
6. Frontage improvements to Bishop Road and 8th Street will be required (widening, curb, gutter, sidewalk, storm drainage improvements) as the property fronting on this road is developed.

B. Sanitary Sewer

1. In order to provide sanitary sewer service to Area 3, a new sanitary serve pump station with a force main connected to the gravity sewer at 11th and Washington is required.
2. The existing gravity sewer in 11th Street is undersized to take the additional wastewater flows and will need to be upsizes to handle the additional flow.
3. Developers will be required to participate in the funding of this pump station, force main and gravity sewer upgrades. It is unlikely that a single development in Area 3

could afford to pay the entire costs for the new pump station/force main/gravity sewers.

4. The City will likely be the funding source via a bond measure or Local Improvement District (LID) in order to fund and construct the pump station, force main and gravity sewer upgrades.
5. Once the pump station is constructed and the 11th Street gravity sewer is upgraded, developers would construct gravity sewer lines to individual properties.

C. Water System Expansion

1. The closest available water of sufficient size (10") to serve Area 3 is located Main Street.
2. Due to the size and location of Area 3, we recommend a minimum of three connections to the water main in Main Street to provide redundancy and additional fire flow.
3. In order to fully serve the area, two railroad crossings will be required to sufficiently loop the system
4. Developers will construct mains to the individual properties from the existing City system.

D. Storm Drainage and Flood Plain

1. The storm drainage system can be constructed incrementally as the land develops, although some offsite improvements should be anticipated in order to connection to the drainage ravine(s), if development patterns do not start next to the existing drainage ways.
2. Mill Creek bisects Area 3. FEMA has studied Mill Creek with the flood maps showing a significant area along Mill Creek in the flood plain. As such, any development in this area must be designed and constructed to mitigate impacts on the flood plain.

Study Area 4 (West of Aumsville, North of Mill Creek Road and South of Olney Street)

A. Streets & Access

1. Primary street access to Area 4 will be via Olney and Mill Creek Road.
2. Both Olney and Mill Creek Road are under Marion County jurisdiction.
3. Mill Creek bisects Area 4 making connectivity between the north and south portions of Area 4 challenging. At least one creek crossing will be required to provide vehicle, bike and pedestrian connectivity.
4. As the proposed Area 4 is developed, the spacing of access points connecting to Mill Creek Drive and Olney will need to be verified with Marion County. It is doubtful the County will allow any more than one access to Mill Creek Drive. Multiple connections to Olney are reasonable and realistic.
5. It would be very desirable to extend new streets through the City to 11th Street. The opportunities will become more limited as the westerly portion of the City develops.

6. Frontage improvements to Mill Creek Drive and Olney Street will be required (widening, curb, gutter, sidewalk, storm drainage improvements) as the property fronting on this road is developed.

B. Sanitary Sewer

1. In order to provide sanitary sewer service to Area 4, a new sanitary serve pump station with a force main connected to the gravity sewer in 11th Street is required.
2. The City is already planning on a pump station near the end of Caleb Street inside the UGB. If Area 4 is annexed inside the UGB before the Caleb Street pump station is constructed, the Caleb Street pump station should be move west to serve the entire basin.
3. Developers will be required to participate in the funding of this pump station, force main and gravity sewer upgrades. It is unlikely that a single development in Area 4 could afford to pay the entire costs for the new pump station/force main/gravity sewers.
4. The City will likely be the funding source via a bond measure or Local Improvement District (LID) in order to fund and construct the pump station, force main and gravity sewer upgrades.
5. Once the pump station is constructed, developers will construct gravity sewer lines to individual properties.

C. Water System Expansion

1. The closest available water of sufficient size (8") to serve Area 4 is located in 11th Street.
2. Due to the size and location of Area 4, we recommend a minimum of two connections to the water main in 11th Street to provide redundancy and additional fire flow.
3. In order to fully serve the area, one Mill Creek crossing will be required to sufficiently loop the system
4. Developers will construct mains to the individual properties from the existing mains in 11th Street.

D. Storm Drainage and Flood Plain

1. The storm drainage system can be constructed incrementally as the land develops, although some offsite improvements should be anticipated in order to connection to the drainage ravine(s), if development patterns do not start next to the existing drainage ways.
2. Mill Creek bisects Area 4. FEMA has studied Mill Creek with the flood maps showing a significant area along Mill Creek in the flood plain. As such, any development in this area must be designed and constructed to mitigate impacts on the flood plain.

Study Area 5 (West of Aumsville, North of Olney and South of Hwy 22)

A. Streets & Access

1. Primary street access to Area 5 will be via Olney and 11th Street.

2. Both Olney and 11th Street are under Marion County jurisdiction.
3. Beaver Creek bisects Area 5 making connectivity between the north and south portions of Area 5 challenging. At least one creek crossing will be required to provide vehicle, bike and pedestrian connectivity.
4. As the proposed Area 5 is developed, the spacing of access points connecting to 11th and Olney will need to be verified with Marion County. It is doubtful the County will allow more than one access to 11th. Multiple connections to Olney are reasonable and realistic.
5. Frontage improvements to 11th and Olney Street will be required (widening, curb, gutter, sidewalk, storm drainage improvements) as the property fronting on this road is developed.

B. Sanitary Sewer

1. In order to provide sanitary sewer service to Area 5, a new sanitary serve pump station with a force main connected to the gravity sewer in 11th Street is required.
2. The City is already planning on a pump station north of Olney within the current UGB. If Area 5 is annexed inside the UGB before the proposed pump station is constructed, the current master planned pump station should move west to serve the entire basin.
3. Developers will be required to participate in the funding of this pump station, force main and gravity sewer upgrades. It is unlikely that a single development in Area 5 could afford to carry the entire costs for the new pump station and force main.
4. The City will likely be the funding source via a bond measure or Local Improvement District (LID) in order to fund and construct the pump station, force main and gravity sewer upgrades.
5. Once the pump station is constructed, developers would construct gravity sewer lines to individual properties.

C. Water System Expansion

1. The closest available water of sufficient size (8") to serve Area 5 is located 11th and Olney. The water main will need to be extended north in 11th to serve Area 5.
2. Due to the size and location of Area 5, we recommend a minimum of two connections to the water main in 11th Street to provide redundancy and additional fire flow.
3. In order to fully serve the area, one Beaver Creek crossing will be required to sufficiently loop the system
4. Developers will construct mains to the individual properties from the intersection of 11th and Olney.

D. Storm Drainage and Flood Plain

1. The storm drainage system can be constructed incrementally as the land develops, although some offsite improvements should be anticipated in order to connection to the drainage ravine(s), if development patterns do not start next to the existing drainage ways.

2. Beaver Creek bisects Area 5. FEMA has studied Beaver Creek with the flood maps showing a sliver area along Beaver Creek in the flood plain. As such, any development in this area must be designed and constructed to mitigate impacts on the flood plain.

Exhibit D

URBAN GROWTH BOUNDARY AND POLICY AGREEMENT # 2096

This Agreement made and entered into this 12 day of May, 1986, by and between the City of Aumsville, a municipal corporation, hereinafter called "City", and Marion County, a political subdivision of the State of Oregon, hereinafter called "County".

WITNESSETH:

WHEREAS, IT APPEARING to the City and County that ORS Chapter 197 and the Land Conservation and Development Commission (LCDC) Goal 14 on Urbanization required that an urban growth boundary be established around each incorporated city in the State of Oregon, and that the "establishment and change of the boundary shall be a cooperative process between a City and the County or counties that surround it"; and

WHEREAS, pursuant to the above noted statutory duty and the said Statewide Goal No. 14, and the authority granted by ORS Chapter 190 concerning intergovernmental agreements, City and County have, pursuant to law, decided upon an urban growth boundary, urbanization policies and revision procedures for the area surrounding the City of Aumsville and desire to link a continuing planning process to subdivision and land use regulations within such area; and

WHEREAS, the intent of the urban growth program for the City is as follows:

1. Promote the orderly and efficient conversion of land from Rural/Resource uses to urban uses within the urban growth boundary
2. Reduce potential conflicts with resource lands
3. Promote the retention of lands in resource production in the urban growth boundary until provided with urban services and developed

NOW, THEREFORE, the premises being in general as stated above, City and County adopt the hereinafter noted urbanization policies and revision policies which shall serve as the basis for decisions pertaining to development, parcelization and land uses in the area between the city limits of Aumsville and the urban growth boundary, such area being referred to hereinafter as

the urban growth area. It is the intent of the parties that the boundary and policies as expressed herein shall be consistent with Oregon State Laws, the Marion County Comprehensive Plan and the Aumsville Comprehensive Plan.

I. URBANIZATION POLICIES

1. The County shall retain responsibility for regulating land use on lands within the urban growth area until such lands are annexed by the City. The urban growth area has been identified by the City as urbanizable and is considered to be available, over time, for urban development.
2. The City and County shall maintain a process providing for an exchange of information and recommendations relating to land use proposals in the urban growth area and other land use activities being considered within the urban growth area by the County shall be forwarded by the County to the City for comments and recommendations. The City shall respond within twenty days, unless the City requests and the County grants an extension.
3. Upon receipt of an annexation request or the initiation of annexation proceedings by the City, the City shall forward information regarding the request (including any proposed zone change) to the County for comments and recommendations. The County shall have twenty days to respond unless they request and the City allows additional time to submit comments before the City makes a decision on the annexation proposal.
4. All land use actions within the urban growth area and outside the City limits shall be consistent with the City's Comprehensive Plan and the County's land use regulations.
5. In order to promote consistency and coordination between the City and County, both the City and County shall review and approve amendments of the City's Comprehensive Plan which apply to the portion of the urban growth area outside the City limits. Such changes shall be considered first by the City and referred to the County prior to final adoption. If the County approves a proposed amendment to the City's Plan, the change shall be adopted by ordinance, and made a part of the County's Plan.

6. Except as provided in 7 below, the area outside the urban growth boundary shall be maintained in rural and resource uses consistent with Statewide Land Use Planning Goals.
7. The City and County shall strive to enhance the livability of the urban growth area and to promote logical and orderly development therein in a cost effective manner. The County shall not allow urban density uses within the urban growth boundary prior to annexation to the City unless agreed to in writing by the City. City sewer and water facilities shall not be extended beyond the city limits, except as may be agreed to in writing by the City and County.
8. Conversion of land within the boundary to urban uses shall be based on a consideration of:
 - A. Orderly, economic provision for public facilities and services;
 - B. Availability of sufficient land for the various uses to insure choices in the market place;
 - C. LCDC Goals;
 - D. Encouragement of in-filling development within developed areas before conversion of urbanizable areas;
 - E. Applicable provisions of the Marion County and City Comprehensive Plans.

II. PERIODIC REVIEW OF, AND AMENDMENTS TO THE URBAN GROWTH BOUNDARY AND LAND USE PLAN.

The urban growth boundary and the land use plan for the urban growth area shall be reviewed by the City and County in accordance with the review schedule established in the mutually adopted City Comprehensive Plan, or as required by the Land Conservation and Development Commission under their periodic review rules. These, and any other amendments to the Plan, urban growth boundary or zoning in the urban growth area shall be reviewed and approved in the manner provided below.

1. Updating of the City Comprehensive Plan.
 - A. The City shall review the Plan to determine if it needs updating. The City will develop proposed amendments and forward them together with all exhibits, findings of fact and conclusions of law

regarding the amendment to the County. The County shall be allowed at least 20 days to review and submit comments prior to any City public hearing. The City shall be responsible for providing necessary notice of amendments to the Department of Land Conservation and Development (DLCD). After holding a public hearing the City shall forward the proposed amendment to the County for hearing. If comments from DLCD or other interested parties are received by the City the City shall provide these comments to the County as soon as possible before the County public hearing. The City may also propose amendments at times other than specified in the Plan or by LCDC.

- B. Thereafter, County shall hold a hearing and render a decision. If the County decides to reject the proposal or wishes to propose modifications, either party may request a joint meeting to resolve differences.
 - C. Upon concurrence by County, both City and County shall formally amend their respective Comprehensive Plans to reflect the agreed upon change.
2. Other Legislative or Quasi-Judicial Amendments to the Plan, or Urban Growth Boundary.
- A. The City shall initiate and forward any proposed boundary amendment to the County along with all exhibits and findings and a written request for County to consider the boundary change and adopt it. The City shall be responsible for providing notice of amendments to the Department of Land Conservation and Development (DLCD). The County shall be allowed at least 20 days to review and submit comments prior to any City public hearing. After holding a public hearing the City shall forward the proposed plan or boundary change to the County for a hearing. If comments from DLCD or other interested parties are received by the City the City shall provide these comments to the County as soon as possible before the County public hearing.
 - B. When mutual agreement is reached as to the proposed amendment, City and County shall formally amend their respective Comprehensive Plans, by ordinance, to reflect the agreed upon change.

3. Amendments to Comprehensive Plan or Zoning Within Urban Growth Area, or Amendments to the Urban Growth Boundary initiated with, or by, the County.
 - A. County shall forward proposed amendment and all exhibits and findings to City along with a written request for City to consider the amendment and offer comments thereon. The City shall have at least 20 days to review and comment unless the City requests and the County agrees to an extension.
 - B. After each jurisdiction has held a hearing and upon concurrence by the City, both City and County shall formally amend their respective Comprehensive Plans to reflect the agreed upon change. Amendments to the County Zoning Ordinance are not adopted by the City but City concurrence is required.
4. In amending the urban growth boundary, the city limits or their respective land use plans, the City and County shall follow all procedures as required by Oregon State Law. In the case of a change in a boundary, the governing body proposing such change in the boundary, separating urbanizable land from rural land, shall base the revision on consideration of the 7 factors in LCDC's Urbanization Goal and shall support the proposal with findings to take an exception to either the Agricultural Lands or Forest Lands Goal if necessary.

III. ADMINISTRATION OF ZONING AND SUBDIVISION REGULATIONS

In taking Land Use Action outside the City limits and inside the Urban Growth Boundary the City and County agree to the following:

1. Applications for conditional uses, variances, adjustments, partitionings, lot line adjustments and subdivision, shall be referred to the City for review and comment. The City shall have at least 20 days to review and comment. The deadline for comments shall be clearly identified in the written request for comments. If comments are submitted after the deadline they will not be considered unless the City requests reconsideration or a hearing in writing during the appeal period. The City will be provided notice of decisions for all such applications in the urban growth boundary. The procedure for reconsideration or hearing shall be as provided in the Marion County Zoning Ordinance and the City shall be provide notice.

2. Applications for uses permitted outright in the applicable county zone including permitted uses requiring administrative review, are administrative actions and the City is not entitled to notice of the decision or opportunity to comment.
3. For development approved under (1) and (2), the County will apply adopted development standards including dedication of additional right-of-way or application of special street setbacks. The County will require compliance with City development standards, in lieu of County standards if the development is other than a single family dwelling and the County has adopted the City standards. In such cases the County may waive the City standards, only if waived by the City in writing.
4. For development approved under (1), or (2), if public sewer and water services or City limits are located within 300 feet of the subject property the County will require that the development connect to the services unless use of wells and septic systems or other means are allowed in writing by the City. The City shall provide notice of areas where public sewer and water services are located outside the city limits. Development of permitted uses on properties more than 300 feet from the city limits, or from an identified public sewer or water system, will be allowed using wells and DEQ approved waste water disposal systems.
5. If a proposed use is not specifically identified in the zoning ordinance and the County is proposing an interpretation classifying the use as permitted in the applicable zone, the City shall be given an opportunity to comment prior to the County finalizing the interpretation.

IV. APPEALS

In the event that no mutual agreement can be achieved in the course of reviewing amendments or land use applications as noted in Section II and III, each party retains its right to appeal as provided in State Law.

IT IS HEREBY UNDERSTOOD AND AGREED that this agreement shall remain in effect unless terminated by one of the parties by giving the other party a thirty (30) day termination notice, in

writing. It is further understood that this agreement may be reviewed by the City and County every year.

The City shall pass a resolution authorizing the Mayor and City Recorder to enter into this agreement on behalf of the City/ The resolution shall be made a part of this agreement and attached hereto;

IN WITNESS THEREOF, the respective parties hereto have caused this Agreement to be signed in their behalf the day and year first above written.

MARION COUNTY BOARD OF COMMISSIONERS

Gary Heer
Chairman

Randee Franke
Commissioner

Gary King
Commissioner

APPROVED AS TO FORM:

Asst. *J. B. McCoy*
Marion County Legal Counsel

CITY OF AUMSVILLE

Don Wonderly
Mayor

Mary Larua
Recorder

RESOLUTION 3-86

WHEREAS, Marion County and the City of Aumsville have mutually agreed to an Urban Growth Boundary and Policy Agreement,

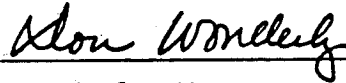
NOW, THEREFORE,

BE IT RESOLVED, that the City Council of the City of Aumsville, does

1) Adopt the mutually agreed upon Urban Growth Boundary Policy Agreement and 2) authorize the Mayor and City Recorder to sign the Urban Growth Boundary and Policy Agreement with Marion County on behalf of the City of Aumsville.


ADOPTED by the Council this 12 day of May, 1986.

SIGNED by the Mayor this 14 day of May, 1986.



Don Wonderly, Mayor

ATTEST:


City Recorder

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AUMSVILLE CITY COUNCIL STAFF REPORT

HEARING DATE: October 23, 2023

FILE NUMBER: Legislative Amendment #2023-10 LA

APPLICANT: City of Aumsville

REQUEST: A small package of amendments to the Aumsville Development Ordinance (ADO), including changes to Section 18.00 Off-Street Parking to allow reduced parking space dimensions for large parking lots over 100 spaces, and the addition of Section 28.00 Master Planned Developments procedures and standards.

EXHIBITS: A: Strike and Underline Draft of Development Ordinance Amendments

CRITERIA: Aumsville Development Ordinance (ADO) Section 15.00 ‘Amendments’

I. PROCEDURE

An amendment to the Development Code is a Type IV action. A Type IV action is a legislative review in which the city considers and enacts or amends laws and policies. Private parties cannot request a Type IV action, except as set forth in Section 15.00 of the development ordinance and Oregon initiative law (ORS 250.305). It must be initiated by city staff, Commission, or Council. Public notices and hearing are provided in a Type IV process.

The Planning Commission public hearing was held on Thursday, October 5, 2023. The City Council public hearing is scheduled for Monday, October 23, 2023.

Notice of the proposed amendment was filed with the Department of Land Conservation and Development (DLCD) on August 31, 2023, which was 35 days before the first scheduled hearing. Subsequent materials were provided when they became available.

Notice of Planning Commission and City Council hearings on the proposed amendment was published in the October Aumsville Newsletter.

II. PLANNING COMMISSION RECOMMENDATION

On Thursday, October 5, 2023, the Aumsville Planning Commission held a public hearing on the proposed legislative amendment package. On that evening the Planning Commission invited public comments, but none were submitted. The Planning Commission voted unanimously 3-0-0 to recommend the City Council approve and enact the recommended revisions to the Aumsville Development Ordinance, with one correction noted and revised herein, and adopt the supporting findings contained in the staff report.

III. DECISION CRITERIA & FINDINGS

AUMSVILLE DEVELOPMENT ORDINANCE (ADO)

15.00 Amendments

Purpose: Changes and amendments to the comprehensive plan and development regulations will be necessary from time to time. It is the purpose and intent of this section that amendments include changes and revisions to the adopted Development Ordinance and other legally adopted land use control documents, and corrections and changes in the Official Zoning Map, zone designations, and adjustments to zoning district boundaries.

FINDING: The scope of this Legislative Amendment package is limited to revisions to the adopted Aumsville Development Ordinance (ADO). No changes are proposed to the Comprehensive Plan, Comprehensive Plan Land Use Designation Map, or Zone Map.

15.01 Commission: The Commission is authorized to conduct public hearings on all amendments to development regulations. The Commission shall consider amendments if initiated by the Commission, either on its own or at the request of Council, or upon the petition of a majority of the property owners in the area proposed for change. A recommendation by the Commission shall be forwarded to Council.

15.02 Administrative Official: The Administrative Official is authorized to set for public hearing before the Commission, written petitions of property owners for amendments, and those initiated by either the Commission or Council.

15.03 Application: The request by a property owner (other than the City) for an amendment to this ordinance or zoning map shall be accomplished by filing an application with the Administrative Official using forms prescribed and paying the posted fee.

15.04 Public Hearing: Public hearings before the Commission shall be in accordance with the procedures in Section 12, Administrative Procedures.

FINDING: No property owner has filed an application for this legislative amendment. This package of legislative amendments to the Aumsville Development Ordinance (ADO) was originally initiated by City Council discussion. Within the package are various revisions proposed by staff for clarification, following various questions from developers, the Planning Commission, and/or the City Council. The public hearings before the Planning Commission and City Council will be held consistent with ADO Section 12.00 'Procedures.'

15.05 Criteria of Recommending an Amendment:

(A) That the requested change is in conformance with the adopted Comprehensive Plan of the city.

FINDING: Two of the main pieces within this legislative amendment package are the provisions

for reduced parking dimensions in large parking lots over 100 spaces, and the new section 28.00 'Master Planned Developments (MPD)'. The purpose of the provisions to reduce parking space dimensions for larger parking lots is to support the efficient use of incorporated land for larger development projects, while also making the development of needed housing and employment projects more affordable for the developer and end user. The stated purpose of the Master Plan Provisions is "To provide a means for phased master planning of large development sites while encouraging innovative planning that benefits the community." While these two specific sections may be found to support residential, commercial, and industrial goals and policies included within the adopted Aumsville Comprehensive Plan, just a few examples are provided below for reference:

Aumsville Comprehensive Plan

Residential Goals

- 1. To provide for the housing needs of the existing and future residents of Aumsville.*
- 2. To assure that residential areas are pleasant, healthful and safe places in which to live.*

Residential Policies

- 6. The City shall allow for the use of new land development techniques to encourage a variety of living areas and housing types in all residential districts.*
- 7. The City shall encourage development of housing which meets the needs of all income groups of existing and future residents.*

Employment Lands

The Aumsville Economic Opportunity Analysis (2011) included these objectives:

- 3. Develop the interchange district along State Highway 22 to provide better access and visibility to Aumsville and improve opportunities for commercial businesses serving both area resident and visitor needs.*

Commercial Goals

- 1. To maintain existing businesses and encourage a variety of new business activities to locate in the city.*
- 2. To develop a business center that is easily accessible, convenient and a pleasant place in which to shop.*

Commercial Policies

- 1. The City shall avoid "strip" commercial development along Aumsville's major streets.*
- 4. The City should encourage the development of commercial activities on sites large enough to provide landscaping and off-street parking.*
- 5. The City shall encourage commercial activities to share off-street parking spaces.*
- 6. Commercial development outside the existing commercial core shall be oriented to serve neighborhood needs.*

Consistent with the Aumsville Comprehensive Plan goals and policies provided above, these

two main code provisions specifically support efficient and innovative development within city limits. These sections may be found to support new land development techniques, encourage a variety of living areas and housing types, and support high-quality commercial development.

The proposed provisions for efficiency, affordability, and innovation of development within an incorporated city generally support Oregon Statewide Planning Goals 9 Economy, 10 Housing, 11 Public Facilities and Services, and 12 Transportation. The public notice and hearings procedures implemented to review the proposed amendments comply with Goals 1 Citizen Involvement and 2 Land Use Planning. This criterion is met.

(B) That there was a mistake or an update needed in the original ordinance or map.

FINDING: No mistake was made in the original ordinance or map. This criterion is not applicable.

(C) That the conditions in the area have changed since adoption of the ordinance and/or zoning map.

FINDING: No specific conditions in the area have changed. This criterion is not applicable.

(D) The amendments will not interfere with the development or value of other land in the vicinity.

FINDING: The proposed amendments do not identify specific properties within the City. It is not anticipated that the proposed amendments will have a negative effect on the development or the value of other land in the vicinity. Staff finds this criterion is met.

(E) The amendment will not be detrimental to the general interest of the city and that there is a public need for the amendment.

FINDING: It is not anticipated that the amendments will have a detrimental effect on the general interest of the City. Rather, the intention of this package is to increase the efficiency and innovation of larger development project, beyond what might otherwise result from conventional lot-by-lot development. This criterion is met.

(F) That there is no other appropriately zoned property that could be used.

FINDING: The proposed amendments do not change the zoning of any property. Therefore, this criterion is not applicable.

(G) That the amendment will not over-burden existing and future capacity of public facilities.

FINDING: It is not anticipated that the proposed amendments will over-burden existing and future capacity of public facilities or have a negative effect on these facilities. One of the goals

of the master plan provisions would be to allow for higher-level discussions on public facilities and infrastructure for larger sites; to confirm capacity and connectivity. This criterion is met.

(H) That the amendment shall comply with applicable state and federal laws and regulations.

FINDING: The adopted Aumsville Comprehensive Plan is acknowledged to be generally consistent with Oregon’s Statewide Planning Goals. The Aumsville Development Ordinance is adopted to implement the Comprehensive Plan. The proposed code provisions are neither required by new state or federal laws or regulations, nor are they prohibited by them. This criterion is met.

(I) That the amendment shall comply with the Urban Growth Boundary and Policy Agreement existing between the city and Marion County.

FINDING: The proposed amendments would apply to development projects on properties located within the incorporated city limits, and not within the Urban Reserve Area (URA). The proposed code provisions do not address the Urban Growth Boundary (UGB), and have no effect on existing Policy Agreements between the City and Marion County regarding the Urban Growth Boundary. This criterion does not apply.

IV. CONCLUSION & RECOMMENDATION

Based on the findings contained in this report, the proposed amendments are found to comply with the applicable decision criteria contained within the Aumsville Development Ordinance, Section 15.00 ‘Amendments.’

The Planning Commission recommends the City Council approve the Legislative Amendment package as presented, and adopt the findings contained in the accompanying staff report.

V. CITY COUNCIL OPTIONS

The City Council has the following options regarding the proposed amendments to the Aumsville Development Ordinance:

- A. Motion to APPROVE the first reading of Ordinance 722 by title only.
- B. Motion to APPROVE the second reading by title only and enact Ordinance 722.
- C. Motion to APPROVE with revisions desired by the City Council, stating those revisions.
- D. Motion to CONTINUE the public hearing to a time and date certain, and indicate the additional information needed from staff to allow for a future decision.

Exhibit A

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EXHIBIT A
AUMSVILLE DEVELOPMENT ORDINANCE

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SECTION 1.00

Definitions

1.00 Definitions

SECTION 1.00

Definitions

General. For the purpose of this ordinance, certain terms or words used in this ordinance shall be interpreted as follows:

The word "person" includes a firm, association, organization, partnership, trust, company, or corporation as well as an individual.

The present tense includes the future tense, the singular number includes the plural, and the plural number includes the singular.

The word "shall" is mandatory, the word "may" is permissive.

The word "used" or "occupied" include the words "intended, designed, or arranged to be occupied."

The word "lot" includes the words "plot" and "parcel."

Some definitions apply to specific Sections and are noted with a () after the definition. For example, Recreational Vehicle applies to recreational vehicles in general, while Recreational Vehicle (Flood) is applicable to those recreational vehicles located in a Flood Hazard area.

Abut: Contiguous to, for example, two lots with a common property line. However, "abut" does not apply to buildings, uses, or properties separated by public rights-of-way.

Abutting property owners and occupants (Mobile Food Service): An owner or occupant of property which abuts the subject site, excluding public right-of-way.

Access: The place, means, or way by which pedestrians or vehicles shall have ingress and/or egress to a property or parking space.

Accessible Route (Mobile Food Service): A continuous unobstructed path of travel connecting all publicly accessible elements and spaces of a building or facility.

Accessory Dwelling Unit (ADU): An interior, attached, or detached structure with meal preparation, bathroom, and sleeping areas that is subordinate to and used in connection with or is accessory to a single-family dwelling on the same lot or parcel.

Accessory Structure: Attached or detached, subordinate building, the use of which is incidental to the main building or use of the land. An accessory structure does not include habitable living space.

Accessory Use: A use or activity that is a subordinate part of a primary use and that is clearly incidental to a primary use on a site.

Administrative Official: The City Administrator is designated by Council as the Administrative Official to administer and enforce this ordinance. The City Administrator may designate others to provide assistance.

Alteration: Any change or repair which would affect or materially change a building.

Appeal: A request for a review of a decision that interprets and applies any provision of this ordinance.

Area of shallow flooding: A designated Zone AO, AH, AR/AO, or AR/AH on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

Area of special flood hazard: The land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. It is shown on the Flood Insurance Rate Map (FIRM) as Zone A, AO, AH, A1-30, AE, A99, AR. "Special flood hazard area" is synonymous in meaning and definition with the phrase "area of special flood hazard."

Base flood: The flood having a one percent chance of being equaled or exceeded in any given year.

Base flood elevation (BFE): The elevation to which floodwater is anticipated to rise during the base flood.

Basement (Flood): Any area of the building having its floor subgrade (below ground level) on all sides.

Basement/Cellar: That portion of a building between floor and ceiling which is partly below and partly above grade, but so located that the vertical distance from grade to the floor below is equal to or greater than the vertical distance from grade to ceiling. If such portion of a building is not a basement, then it shall be considered a story. (See Section 1, Story; see also Illustrations.)

Block: An area of land containing one or more lots or parcels surrounded by streets, railroad rights-of-way, unsubdivided acreage, or combination thereof.

Buildable Area: The portion of a lot remaining after the required yards have been provided.

Child Day Care Home: The home of a childcare provider of 12 or fewer children. For state of Oregon requirements contact the Children's Services Division.

Child Day Care Center: A facility which provides childcare, pre-school, or kindergarten for 13 or more children.

Clearances (Mobile Food Service): Clearances as referenced in this section are measured horizontally from the outside edge of the subject property line to any obstruction on the

ground greater than one-half inch in height, or to an adjacent projection.

Club: An organization, group, or association supported by the members, the purpose of which is to render a service primarily for members and their guests, but shall not include any organization, group, or association the chief activity of which is to render a service customarily carried on as a business.

Commission: The City of Aumsville Planning Commission.

Council: The City of Aumsville City Council.

Covenant: A written agreement or promise under seal between two or more parties especially for the performance of some action.

Criteria: A general rule or specific standard on which a judgment or decision can be based.

Cul-de-sac: A short street which has one end open to traffic and being terminated by a vehicle turnaround.

Density: The number of living units per acre of land.

Development: Any man-made change to improved or unimproved real estate, including but not limited to construction, installation or change of a building or other structures, land division, establishment or termination of a right to access, storage on the land, drilling and site alteration not limited to land surface mining, dredging, paving, excavation, or clearing.

Development (Flood): Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

Development Permit: A permit issued by the City for a particular development in compliance with this ordinance and the Comprehensive Plan.

Development Plan: A plan adopted by the Commission for the guidance of growth and improvement of the city. The Commission may make adjustments in any such plan from time to time to meet unanticipated problems and conditions affecting the public and landowners.

Development Site: A tract of land either unsubdivided or consisting of two or more contiguous lots of record which on the effective date of this ordinance or subsequently, came under single or common ownership and continued to be so owned at the time a development permit was applied for.

Dwelling: A building or part thereof designed for, used for residential occupancy, and containing one or more dwelling units.

Dwelling, Accessory: See Accessory Dwelling Unit.

Dwelling, Multiple-Family: A residential building or group of buildings on a single lot containing three or more dwelling units.

Dwelling, Single-Family: A detached residential dwelling unit.

Dwelling, Single-Family Attached: A residential dwelling unit that is attached by a common wall to another dwelling unit at the lot line to a similar unit on a separate lot.

Dwelling, Duplex: A residential building containing two dwelling units.

Dwelling Unit: One or more rooms constituting a separate, independent housekeeping establishment for owner occupancy, or rental or lease, physically separated from any other room or dwelling units which may be in the same structure and containing independent cooking and sleeping facilities that meet city design standards.

Easement: A record interest in land owned by another that entitles its holder to a specified limited use.

Family: An individual or two or more persons related by blood or marriage or a group of not more than five persons (excluding servants) not related by blood or marriage, living together in a dwelling unit. Family shall include two or more handicapped persons as defined in the Fair Housing Amendments Act of 1988 living as a single housekeeping unit. (According to the Act "handicapped" means: with respect to a person; (1) a physical or mental impairment which substantially limits one or more of such person's major life activities; (2) a record of having such an impairment; or (3) being regarded as having such an impairment, but such term does not include current, illegal use of or addiction to a controlled substance, as defined in Section 102 of the Controlled Substances Act (21 U.S.C. 802).

Flood or Flooding:

- (A) A general and temporary condition of partial or complete inundation of normally dry land areas from:
1. The overflow of inland or tidal waters.
 2. The unusual and rapid accumulation or runoff of surface waters from any source.
 3. Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph (A)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- (B) The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (A)(1) of this definition.

Flood elevation study: An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation, and

determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

Flood Insurance Rate Map (FIRM): The official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

Flood Insurance Study (FIS): See "Flood elevation study."

Flood Plain: The area adjoining a stream that is subject to inundation by a regional flood.

Flood proofing: Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as "Regulatory Floodway."

Floodway Fringe: The area of the flood plain lying outside of the floodway.

Functionally dependent use: A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long-term storage or related manufacturing facilities.

Garage, Private: A detached accessory building or portion of a dwelling for the parking or temporary storage of resident vehicles or supplies and in which no business, occupation, or service is provided for or is in any way conducted except as permitted by an approved home occupation.

Garage, Public: A building, other than a private garage, used for the care, repair, or equipping of motor vehicles, or where such vehicles are parked or stored for compensation, hire, or sale.

Group Care Facility: A private institution maintained and operated for the care, boarding, and training of sixteen or more persons who require special care, but does not include correctional homes, detention facilities, or residential homes.

Hazardous Material and Merchandise: Any substance or material that is flammable, explosive, radioactive, toxic, or in quantities or types exceeding amounts normally associated with residential uses.

Height of Building: The vertical distance from the average elevation of the finished grade to the highest point of the building's wall. (See Illustrations).

Highest adjacent grade: The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

Historic structure (Flood): Any structure that is:

- (A) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (B) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (C) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
- (D) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - 1. By an approved state program as determined by the Secretary of the Interior or
 - 2. Directly by the Secretary of the Interior in states without approved programs.

Home Occupation: For the purpose of this ordinance, Home Occupation is defined in Ord. 702.

Hotel(s)/Motel(s) means [transient lodging, transient lodging facilities, short-term rentals, and/or any structure, or any portion of any structure, which is occupied, used, intended, and/or designed for transient occupancy for 30 days or less, for dwelling, lodging, or sleeping purposes.](#)

House of Worship: A church, mosque, synagogue, temple, meeting house, or other nonresidential building used primarily for religious worship. A house of worship may include accessory buildings for related religious activities, but not kindergarten through grade 12 school facilities.

Kennel: Any lot or premises on which four or more dogs and/or cats over the age of four months are kept for sale, lease, boarding, or racing.

Land Division: The creation of a lot or parcel of land through the process of subdividing or partitioning land.

Landscaping or Landscaped Area: The lawn, groundcover plants, shrubs, annuals, perennials, and trees, or desirable native vegetation. It includes landscape elements, including any combination of mature living plants such as trees, shrubs, plants, vegetative ground cover, or turf grasses, and may include structural features such as walkways, fences, benches, plazas, works of art, reflective pools, fountains, or the like. It also includes irrigation systems, mulches, decorative rock ground cover, topsoil, and re-vegetation or the preservation, protection, and replacement of trees.

Loading/Unloading Space: An off-street space or berth on the same lot with a building, or contiguous to a group of buildings, for the temporary parking of a vehicle while loading or unloading merchandise or materials, and which abuts upon a street, alley, or other appropriate means of access.

Lot: A unit of land created by subdivision.

Lot Frontage: The front of a lot is the portion nearest the street. For the purposes of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to streets shall be considered frontage, and yards shall be provided as indicated under Yard in this section.

Lot Lines: (See Illustrations)

- (A) Front: The line separating the lot from the street and/or city right-of-way. Where no street separations exists, it is the lot line which the architecturally designed front of the building faces; and in the case of a corner lot, a line separating the lot from the street on which the improvements or contemplated improvements will face. In the case of a flag lot, the line running parallel to the access road shall be considered the front yard line and shall be used to calculate front yard setback requirements.
- (B) Rear: A lot line which is opposite and most distant from the front lot line. In the case of an irregular or triangular shaped lot, the rear lot line, for building purposes, shall be assumed to be a line 10 feet in length within the lot, parallel to and at the maximum distance from the front lot line.
- (C) Side: Any lot line which is not a front or rear lot line. Interior side lot lines separate lots. Exterior side lot lines separate a lot from the right-of-way.

Lot Measurement: (See Illustrations)

- (A) Lot Area: The total area measured on a horizontal plane within the lines of a lot.
- (B) Lot Depth: The horizontal distance between the front line and the rear lot line measured at a point halfway between the side lot lines.
- (C) Lot width: The horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines.

Lot Types: (See Illustrations)

- (A) Corner Lot: Any lot located at the intersection of two or more streets.
- (B) Interior Lot: A lot other than a corner lot. Through lots abutting two streets may be referred to as double frontage lots.

Lot of Record: A lot which is part of a subdivision or a lot or parcel described by metes and bounds, which has been recorded in the office of the County Clerk.

Lowest Floor: The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.

Magazine Parking: A physical situation where two or more parking spots abut at the ends of the parking spots such that a vehicle parked in one spot cannot move unless a vehicle parked in the other spot moves out of the way.

Manufactured Dwelling:

- (A) A residential trailer, a structure constructed for movement on the public highways, that has sleeping, cooking, and plumbing facilities, that is intended for human occupancy, is being used for residential purposes, and was not constructed in accordance with federal manufactured housing construction and safety standards (HUD code), in effect after June 15, 1976.
- (B) Manufactured Home:
 - 1. For any purpose other than that set forth in subparagraph (2) of this paragraph, "manufactured home" means a structure constructed for movement on the public highways that has sleeping, cooking, and plumbing facilities, that is intended for human occupancy, that is being used for residential purposes, and that was constructed in accordance with federal manufactured housing construction and safety standards (HUD code) in effect after June 15, 1976; or
 - 2. For purposes of implementing any contract pertaining to manufactured homes between the city and the federal government, "manufactured home" has the meaning given the term in this contract.

"Manufactured dwelling" does not mean any building or structure subject to the structural specialty code adopted pursuant to ORS 455.100 and 455.450 or any unit identified as a recreational vehicle by the manufacturer.

Manufactured dwelling (Flood): A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured dwelling" does not include a "recreational vehicle" and is synonymous with "manufactured home."

Manufactured dwelling park or subdivision (Flood): A parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

Manufactured Home Park: Any place where four or more manufactured homes are located within 500 feet of one another on a lot, tract, or parcel of land under the same ownership; the primary purpose of which is to rent manufactured homes, or manufactured home space, or keep the same for rent to any person for a charge or fee paid or to be paid for the rental or use of facilities, or to offer space free in connection with securing the trade or patronage of such person. Manufactured home park does not include a lot or lots located within a subdivision being rented or leased for occupancy by no more than one manufactured home per lot if the subdivision was approved pursuant to Section 20.

Mature living plant: Does not include seedlings, seeds, plugs, or small plant starts. Shrubs and plants must be mature size 3- to 10-gallon containers; grass must be established sod, except as provided within Section 23.

Mean sea level: For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which Base Flood Elevations shown on a community's Flood Insurance Rate Map are referenced.

Medical Clinic: A building where one or more healthcare providers licensed by the State of Oregon provide medical care. Further, there will be a licensed healthcare professional on duty (on premise) during all hours open to patients/clients. All medical care shall be in compliance with all local, state, and federal laws/regulations. A properly licensed professional includes: MD, DD, DC, DO, NP, ND, Acupuncturist, LMT, or other licensed health care professional.

Mobile food cart (Mobile Food Service): A vehicle that is propelled, or can be pulled or pushed down a sidewalk, street, or highway, on which food is prepared, processed, or converted, or is used in selling and dispensing food to the customer.

Modification, Major: A major modification to an approved permit or other land use decision includes one or more of the changes listed below:

- (A) A change in land use;
- (B) An increase in the number of dwelling units;
- (C) An increase in the floor area proposed for nonresidential use by more than 25% where previously specified;
- (D) A reduction of more than 30% of the area reserved as open space;
- (E) A reduction to specified setback requirements by more than 25%, or to a degree that the minimum setback standards of the land use zone cannot be met; or
- (F) Changes similar to those listed, which are likely to have an adverse impact on adjoining properties.

Modification, Minor: A modification to a permit or other land use decision that is not a major modification.

Modular Home: Factory-built housing certified as meeting the State Building Code as applicable to modular housing. Once certified by the state, modular homes shall be subject to the same standards as site-built homes.

Native plants: Individual plants native to the area but does not include grass or invasive species.

New construction: For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by the City and includes any subsequent improvements to such structures.

Non-Conforming Structure: A structure that was lawfully placed prior to the effective date of current standards for the structure but does not comply strictly with the current standards.

Non-Conforming Lot: A unit parcel land legally created as a lot prior to the effective date of current land division standards but does not conform to current standards for the lot size, area, or dimensions for the zone in which it is located.

Non-Conforming Use: A use that was lawfully established prior to the adoption of current list of allowed uses in a zone and that does not comply with uses.

Operator of mobile food cart (Mobile Food Service): Any person, partnership, corporation, association, or other business entity operating a mobile food unit.

Owner: The owner of record of real property as shown on the latest tax rolls or deed records of the county, or a person who is purchasing a parcel of property under written contract.

Parking Area, Public: An open area, building, or structure, other than a street or alley used for the parking of automobiles, and other motor vehicles, but not to include trucks, and available for use by the public or by persons patronizing a particular building or establishment.

Partition: Dividing of a lot or parcel into 2 or 3 parcels in a calendar year.

Plat: The map, drawing, or chart on which the plan of subdivision or partition is presented and which is submitted for approval and which in final form would be recorded.

Property owner (Mobile Food Service): Owner or agent of a private property where mobile food units are proposed to be located.

Public Need: A conclusion based on the presentation of factual evidence which demonstrates that a particular request for a change is in the best interest of the public, for social, economic, and environmental reasons.

Recreational Vehicle: A vehicle with or without motive power; that is designed for human occupancy and to be used temporarily for recreational, seasonal, or emergency purposes; and specifically includes camping trailers, camping vehicles, motor homes, recreational park trailers, bus conversions, van conversions, tent trailers, travel trailers, truck campers, combination vehicles which include a recreational vehicle use, and any vehicle converted for use or partial use as a recreational vehicle. Recreational Vehicles contain eating and sleeping facilities.

Recreational vehicle (Flood): A vehicle which is:

- (A) Built on a single chassis;
- (B) 400 square feet or less when measured at the largest horizontal projection;
- (C) Designed to be self-propelled or permanently towable by a light duty truck; and
- (D) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Regional Flood: Inundation during periods of higher than normal stream flows, high tides, or combination thereof, that has a one percent chance of occurrence in any single year

(100 Year Flood).

Reserve Strip: A strip of land, usually 1 foot in width, reserved across the end of a street and terminating at the boundary of a subdivision or a strip of land between a dedicated street of less than full width and adjacent acreage, in either case reserved or held for future street extension and widening.

Residential Facility: A private institution providing care, treatment, training for 6 to 15 individuals who need not be related, but does not include correctional homes, detention facilities, or residential homes.

Residential Home: Means a residence for 5 or fewer unrelated persons who are physically or mentally handicapped and for staff persons in addition to residents.

Right-of-Way: The area between boundary lines of a street or other easement.

Setback: The distance between a structure foundation and a lot line. Setback distance shall be measured perpendicular to all portions of a lot line.

Signs: see Section 19.00, Signs.

Special flood hazard area: See "Area of special flood hazard" for this definition.

Start of construction (Flood): Includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured dwelling on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Story: That portion of building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and ceiling or roof above. If the finished floor level directly above a basement, cellar, or unused under-floor space is more than 6 feet above grade as defined herein for more than 50 percent of the total perimeter or is more than 12 feet above grade as defined herein at any point, such basement, cellar, or unused under-floor space shall be considered a story. (See Definitions, Basement/Cellar. See also Illustrations).

Street: A public road; or right-of-way dedicated, deeded, or condemned, other than an alley; which affords the principal means of access to abutting property, including avenue, place, way, drive, land, boulevard, highway, road, and other thoroughfare. The word "street" shall include all arterial highways, freeways, traffic collector streets, road systems, and local streets.

Structure: Anything constructed or built, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

Structure (Flood): For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured dwelling.

Subdivision: Dividing a parcel of land into 4 or more lots.

Substantial Conformance: When a final plat meets all the conditions of preliminary plat approval and no characteristic that met City standards in the approved preliminary plan is varied to the extent that a City standard is no longer met. The final plat also has no more lots than approved in the preliminary plan; streets are generally in the same number, location, and alignment as approved in the preliminary plan; and open spaces are generally in the same location and of the same size as was in the approved preliminary plan.

Substantial damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial improvement (Flood): Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:

- (A) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or
- (B) Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."

Trailers, Travel or Vacation: A vehicle equipped with wheels for highway use that is intended for occupancy which is not being used for residential purposes and is being used for vacation and recreation purposes. For the purposes of this ordinance, a travel trailer shall not be considered as a mobile home.

Vehicle: A unit designed and built to transport people or objects from one place to another.

Wrecking or Junk Yard: A lot used for the storage or sale of used automobile parts or for the storage, dismantling, or abandonment of junk, obsolete automobiles, trailers, trucks, machinery, garbage and misc. metals or parts.

Variance (Flood): A grant of relief by the City from the terms of a flood plain management regulation.

Violation (Flood): The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

Yard: Any open space, which is required, created, or is maintained on a lot.

Yard, Front: The yard extending across the full width of the lot, the depth of which is the minimum horizontal distance between the front lot line and a line parallel to the foundation of the main building.

Yard, Side: The yard between the primary building and the side lot line extending from the front yard to the rear property line.

Yard, Rear: The yard extending across the full width of the lot, between the rear property line and the nearest point of the primary building on the same lot.

[Section 1, amended by [Ord. No. 711](#), passed December 12, 2022.]

SECTION 2.00

Establishment of Zones: Provisions for Official Zoning Map

- 2.01 Official Zoning Map
- 2.02 Official Zoning Map Changes
- 2.03 Official Zoning Map Copies
- 2.04 Replacement of Official Zoning Map

SECTION 2.00

Establishment of Zones: Provisions for Official Zoning Map

- 2.01 Official Zoning Map. The city of Aumsville is hereby divided into zones as shown on the Official Zoning Map which together with all explanatory matter, is hereby adopted by reference and declared to be a part of this ordinance.

The Official Zoning Map of the city of Aumsville shall be identified by the signature of the Mayor, attested by the Administrative Official, and bearing the seal of the City under the following words: "THIS IS TO CERTIFY THAT THIS IS THE OFFICIAL ZONING MAP REFERRED TO IN SECTION 2.00 OF ORDINANCE NUMBER 702 OF THE CITY OF AUMSVILLE, OREGON" together with the date of the adoption of this ordinance.

- 2.02 Official Zoning Map Changes. If, in accordance with the provisions of this ordinance, changes are made in zone boundaries or other matters portrayed on the Official Zoning Map, such changes shall be entered on the Official Zoning Map promptly after the amendment has been approved by Council, with an entry on the Official Zoning Map, as follows: "ON (date), BY OFFICIAL ACTION OF THE CITY COUNCIL, THE FOLLOWING CHANGES WERE MADE IN THE OFFICIAL ZONING MAP: (cite nature of change)," which entry shall be signed by the Mayor and attested by the City Administrator.
- 2.03 Official Zoning Map Copies. The Official Zoning Map, which shall be located in city hall, shall be in the final authority as to the current zoning of land and water areas, buildings, and other structures in the city.
- 2.04 Replacement of Official Zoning Map. In the event that the Official Zoning Map becomes damaged, destroyed, lost, or difficult to interpret because of the nature or number of changes and additions, Council may by resolution adopt a new Official Zoning Map which shall supersede the prior Official Zoning Map. The new Official Zoning Map may correct drafting or other errors or omissions in the prior Official Zoning Map, but no such correction shall have the effect of amending the original Official Zoning Map or any subsequent amendments.

Unless the prior Official Zoning Map has been lost, or has been totally destroyed, the prior map or any significant parts thereof remaining, shall be preserved, together with all available records pertaining to its adoption or amendments.

SECTION 3.00

Rules for Interpretation of Zone Boundaries

3.01 Rules

SECTION 3.00

Rules for Interpretation of Zone Boundaries

- 3.01 Rules. Where uncertainty exists as to the boundaries of zones as shown on the Official Zoning Map, the following rules shall apply:
- (A) Boundaries indicated as approximately following the center lines of streets, highways, or alleys shall be construed to follow such center lines.
 - (B) Boundaries indicated as approximately following platted lot lines shall be construed as following such lot lines.
 - (C) Boundaries indicated as approximately following city limits shall be construed as following such city limits.
 - (D) Boundaries indicated as following railroad lines shall be construed to be midway between the train tracks.
 - (E) Boundaries indicated as following shore lines shall be construed to follow such shore lines, and in the event of change in the shore line, shall be construed as moving with the actual shore line; boundaries indicated as approximately following the center lines of streams, rivers, canals, lakes, or other bodies of water shall be construed to follow such center lines.
 - (F) Distances not specifically indicated on the Official Zoning Map shall be determined by the scale of the map.
 - (G) The Commission shall interpret the zoning boundaries.
 - (H) Where a zone boundary line divides a lot which was in single ownership at the time of passage of this ordinance, the Commission may adjust the line without resorting to a rezone procedure.
 - (I) Specific Description. Where a plan map designation or zoning action referenced a specific property description, that description shall establish the boundary. Where two or more property descriptions establish conflicting boundaries, the most recent description shall govern.

SECTION 4.00

Application of Zoning Regulations

- 4.01 Purpose and Intent
- 4.02 Minimum Requirements
- 4.03 Maintenance of Ordinance Requirements
- 4.04 Effects on Other Requirements
- 4.05 Establishment of Major Zoning Districts
- 4.06 Overlay Districts
- 4.07 Access
- 4.08 Conformance and Permits Required
- 4.09 Authorization or Similar Uses
- 4.10 Non-Conforming Uses
- 4.11 Non-Conforming Building
- 4.12 Non-Conforming Lot or Parcel Lot

SECTION 4.00

Application of Zoning Regulations

- 4.01 Purpose and Intent. The purpose of this ordinance is to implement the City of Aumsville Comprehensive Plan, as acknowledged by the Land Conservation and Development Commission on May 3, 1979, through the coordination of the regulations governing the use and development of land; and, it is further the intent that all use and development of land within the city of Aumsville be consistent with the adopted Comprehensive Plan and with all other applicable county, state, and federal regulations.
- 4.02 Minimum Requirements. In interpreting and applying the provisions of this ordinance within each zone, the provisions shall be minimum requirements and shall apply uniformly to each class or kind of structure or land.
- 4.03 Maintenance of Ordinance Requirements. No lot area, yard, or other open space, required off-street parking or loading area, or other site condition existing on or after the effective date of this ordinance shall be reduced in area, dimension, or size below the minimum required by this ordinance, nor shall any site condition which is required by this ordinance for one development be used to meet a requirement for any other development, except as authorized.
- 4.04 Effects on Other Requirements. This ordinance shall not repeal, impair, or modify private covenants or other public laws, except that it shall apply whenever it imposes stricter regulations.
- 4.05 Establishment of Major Zoning Districts. All lands within the city of Aumsville is within one of the zoning districts as set forth in this ordinance and shown on the Official Zoning Map. Abbreviated notations of the district has the same meaning as the entire classification title.
- 4.06 Overlay Districts.
(A) Overlay districts may be combined with any major zoning district.
(B) The requirements of an overlay district apply in addition to the major zoning district.
(C) Conflicts of regulations and standards are resolved to the more restrictive requirements.
- 4.07 Access. Every dwelling and every main building other than a dwelling on a lot with less than 30 feet of public street frontage shall have direct vehicular access to a public street or approved private street. Provisions related to access spacing standards between streets and/or driveways is provided in Section 22 Supplementary Zone Regulations, Access Spacing Standards.
- 4.08 Conformance and Permits Required. No new building structure or manufactured home shall be used or occupied; and no building or part shall be erected, constructed, moved, altered, or enlarged unless in conformity with all the regulations specified for

the zone in which it is located, and then only after applying for, securing, and complying with all permits, agreements, licenses and paying the fees required by all laws and this ordinance. The granting of a permit by the City shall not constitute a representation, guarantee or warranty of the suitability of lands, practicability or safety of any structure, use, or other plan proposed.

- 4.09 Authorization or Similar Uses. The Commission, City Administrator, or other person designated by the City Administrator may permit in a zone, a use not listed in this ordinance, provided the use is of the same general type as the uses permitted there by this ordinance. However, this section does not authorize a use specifically listed in another zone or which is of the same general type and is similar to a use specifically listed in another district.
- 4.10 Non-Conforming Uses. A non-conforming use may be continued, but not replaced by another non-conforming use. A non-conforming use, if discontinued for a period of six months, may not be resumed.
- 4.11 Non-Conforming Building. A non-conforming building may be continued and maintained but shall not be altered or expanded. All maintenance and repairs shall conform to applicable building code requirements. A non-conforming building damaged or destroyed by fire, flood, wind, or other acts of God may be restored if such restoration conforms to all applicable building code requirements and provided a building permit for the restoration shall be obtained within one year from the date of the destruction of the building.
- 4.12 Non-Conforming Lot or Parcel Lot. If, at the time of adoption of the applicable standards, a lot or parcel, or the aggregate of contiguous lots or parcels held in a single ownership, has an area or dimension that does not meet minimum size requirements, the lot, parcel, or aggregate holdings may be developed subject to all other requirements, and providing, if there is an area deficiency, residential use shall be limited to a single-family residence.

SECTION 5.00

RS – Residential Single-Family

Purpose: The single-family residential zone is intended to preserve and protect the development of residential uses that are exclusively owner occupied, single lot development that enhances the livability of the city. It is further intended and recognized that certain accessory uses and activities will be permitted and that there are compatible and necessary uses to be permitted only through a public hearing process that will insure their acceptability by the public.

- 5.01 Uses Permitted Outright
- 5.02 Accessory Uses and Structures
- 5.03 Conditional Uses
- 5.04 Minimum Lot Area
- 5.05 Minimum Lot Width
- 5.06 Maximum Lot Coverage
- 5.07 Minimum Setbacks
- 5.08 Maximum Height of Structure
- 5.09 Parking
- 5.10 General Requirements

SECTION 5.00

RS – Residential Single-Family

5.01 Uses Permitted Outright:

- (A) Single-family dwellings;
- (B) Accessory Dwelling Unit (one per detached single-family dwelling), subject to the provisions in Section 22;
- (C) Public right-of-way;
- (D) Home occupations;
- (E) Child day care home;
- (F) Residential home;
- (G) Manufactured home.

5.02 Accessory Uses and Structures, subject to Section 22, including:

- (A) Garages and carports;
- (B) Garden;
- (C) Fences and Walls (subject to Section 22);
- (D) Home occupations;
- (E) Greenhouses, hot houses;
- (F) Utility buildings.

5.03 Conditional Uses:

- (A) Parks and playgrounds;
- (B) Schools;
- (C) Private swimming pool;
- (D) Public and semi-public uses and structures;
- (E) Child day care center;
- (F) House of worship and the reasonable use of the real property for activities customarily associated with the practices of the religious activity, including but not limited to the uses set forth in Section 22;
- (G) Residential facility;
- (H) Other similar developments that the City may find to be similar to those listed as permitted in this zone and which are not inconsistent with its purpose.

5.04 Minimum Lot Area: 7,000 square feet.

5.05 Minimum Lot Width: 70 feet.

5.06 Maximum Lot Coverage: 45 percent, all principal and accessory structures.

5.07 Minimum Setbacks:

- (A) Front: 20 feet
- (B) Side, Interior: 5 feet – one story; 8 feet – two stories
- (C) Side, Adjacent to Street: 20 feet
- (D) Rear: 5 feet – one story; 8 feet – two stories

5.08 Maximum Height of Structure: 35 feet or 2 ½ stories for approved public and semi-public uses.

5.09 Parking:

- (A) A minimum of 2 off-street parking spaces are required for each single-family residence;
- (B) One off-street parking space is required for an Accessory Dwelling Unit with an area under 400 square feet. Two off-street parking spaces are required for an Accessory Dwelling Unit with an area equal to or in excess of 400 square feet. Required parking for Accessory Dwelling Units is in addition to the parking requirement for the primary single-family dwelling.
- (C) Public and semi-public uses requiring off-street parking shall be determined by the Commission based upon the requirements of Section 18.00, Off-Street Parking and Loading, of this ordinance.

5.10 General Requirements. Single-family dwellings, Accessory Dwelling Units, and manufactured homes shall meet the following requirements:

- (A) It is required that the owner of the property and of the owner of the ADU be the same person(s).
- (B) Dwelling units except for ADU shall be not less than 1000 sq ft.
- (C) Dwellings shall have a pitched roof with a slope of not less than 3/12 (i.e., a vertical rise of 3 inches for every 12 inches of horizontal run/span).
- (D) Dwellings shall utilize at least five of the following design features to provide visual relief along the front of the home:
 - 1. Dormers
 - 2. Roof gables (excluding dormer gables) with a minimum 18" projection
 - 3. Recessed entries
 - 4. Covered porches entry with same roofing as home
 - 5. Pillar or posts at front entry
 - 6. Bay or Bow windows
 - 7. Eaves (minimum 18" projection)
 - 8. Off sets on building face or roof (minimum 16")
 - 9. Shutters, as a matched pair for windows, either decorative, fixed, or movable
 - 10. Balconies or decks of at least 2-foot depth and 5 feet in width, accessed by a door and enclosed by railing or parapet
 - 11. Exterior wall (or portion) and/or chimney of brick, stone, composite, masonry, or other similar materials
- (E) External systems for heating and cooling shall be installed only at ground level, and not within the required front yard.
- (F) All hitches, travel light/clearance lights, wheels, axles are to be removed from the exterior of dwellings.
- (G) A manufactured home shall be multi-sectional and enclose a space of not less than 1,000 square feet.
- (H) A manufactured home shall be placed on an excavated, prepared level site and supported on a continuous concrete footing. After setting and blocking, the home shall be enclosed at the entire perimeter with a standard finish concrete

block set on the continuous concrete footing. After backfilling as required, the bottom of the home shall be no more than 12 inches above the surrounding finished grade. All foundation, blocking, pier, and footing requirements in addition to those outlined in this paragraph shall conform to Marion County Building Code requirements.

- (I) A manufactured home shall incorporate not fewer than four architectural features per dwelling unit from 1-11 below. Applicants are encouraged to use those elements that best suit the proposed building style and design.
1. Covered front porch: not less than six feet in depth and not less than 30 percent of the width of dwelling, excluding the landing for dwelling entrance
 2. Dormers: minimum of two required for each single-family dwelling and one each for other dwellings; must be a functional part of the structure, for example, providing light into a living space
 3. Recessed entrance: not less than three feet deep
 4. Windows: not less than 30 percent of surface area of all street-facing elevation(s)
 5. Window trim: minimum four-inch width (all elevations)
 6. Eaves: overhang of not less than 12 inches
 7. Decorative top: e.g., cornice or pediment with flat roof or brackets with pitched roof
 8. Offset: offset in façade or roof
 9. Bay window: projects from front elevation by 12 inches
 10. Balcony: one per dwelling unit facing street
 11. Other: feature not listed but providing visual relief or contextually appropriate design similar to options 1-11, as approved by the Aumsville Planning Commission through a Type II procedure

A manufactured home shall be certified by the manufacturer to have an exterior thermal envelope meeting performance standards which reduce levels equivalent to the performance standards required of single-family dwellings constructed under the state building code as defined in ORS 455.010.

SECTION 6.00

RM – Residential Multi-Family

Purpose: It is the intent of the RM – Residential Multi-Family zone to provide for more concentrated and diverse living arrangements.

- 6.01 Uses Permitted Outright
- 6.02 Accessory Uses and Structures
- 6.03 Conditional Uses
- 6.04 Minimum Lot Area
- 6.05 Minimum Lot Width
- 6.06 Maximum Lot Coverage
- 6.07 Minimum Yard Requirements
- 6.08 Maximum Height of Structure
- 6.09 Parking
- 6.10 General Requirements
- 6.11 Manufactured Home Parks General Requirements
- 6.12 Manufactured Home Park Minimum Site Requirements
- 6.13 Standards of Mobile Homes in Manufactured Home Parks

SECTION 6.00

RM – Residential Multi-Family

6.01 Uses Permitted Outright:

- (A) Single-family dwelling;
- (B) Accessory Dwelling Unit (one per detached single-family dwelling), subject to the provisions in Section 22;
- (C) Duplexes; triplexes;
- (D) Apartments;
- (E) Rooming and boarding houses;
- (F) Public right-of-way;
- (G) Home occupations;
- (H) Child day care home;
- (I) Residential home;
- (J) Manufactured home, subject to the general requirements of Section 6.11;
- (K) Manufactured home parks;
Proposed manufactured home parks must satisfy the requirements set forth in Sections 6.12, 6.13, and 6.14 of this ordinance, and these criteria must be addressed at the public hearings by the applicant when processing an application for site development review; and within manufactured home parks only the following uses are permitted outright:
 1. Manufactured homes, if lawfully connected to City water supply systems and sewage disposal systems and placed on a designated manufactured home space;
 2. A caretaker dwelling, recreation building, a manager office, or other general use buildings needed for operations typical of a manufactured home park.
- (L) Residential facilities.

6.02 Accessory Uses and Structures: (Subject to Section 22)

- (A) Garages and carports;
- (B) Off-street parking lots;
- (C) Storage buildings or areas for boats, campers, and trailers;
- (D) Fences and Walls (Subject to Section 22);
- (E) Gardens, greenhouses, and hot houses.

6.03 Conditional Uses:

- (A) Group care facilities;
- (B) Public and semi-public uses and structures;
- (C) Hospitals;
- (D) All uses listed under Section 5, (Residential Single-Family);
- (E) House of worship and the reasonable use of the real property for activities customarily associated with the practices of the religious activity, including, but not limited to, the uses set forth in Section 22;
- (F) Single-family attached dwelling: In addition to the criteria of Section 14, conditionally permitted single-family attached dwellings shall not be approved

unless the proposal satisfies the following specific criteria:

1. The minimum lot size shall be 4,200 square feet.
2. Attached single-family dwellings shall meet the requirements of enclosing a space of not less than 1,000 square feet.
3. Each dwelling shall have a garage.

(G) Other similar developments that the City may find to be similar to those listed as permitted in this zone and which are not inconsistent with its purpose.

6.04 Minimum Lot Area:

- (A) 8,000 square feet;
- (B) 1,000 square feet for each dwelling unit over 2;
- (C) Group care facilities; 8,000 square feet plus 500 square feet for each patient/resident over 4.
- (D) Single-family attached dwellings: 4,200 square feet, subject to approved conditional use (See Section 6.03).

6.05 Minimum Lot Width:

- (A) 80 feet.
- (B) Single-family attached dwellings: 40 feet.

6.06 Maximum Lot Coverage:

- (A) 50 percent.

6.07 Minimum Yard Requirements:

- (A) Front: 20 feet;
- (B) Side, Interior: One story, 5 feet;
Two story, 7 feet;
Three story, 8 feet;
Four stories and above, 8 feet plus 1 foot for each story over 3.
- (C) Rear Yard: 10 feet plus 1 foot for each story over 3.
- (D) Single-Family Attached Dwelling: No setback is required along the interior lot line where the unit is attached to an adjacent single-family attached unit on a separate lot.

6.08 Maximum Height of Structure:

- (A) Residential: 35 feet or 3 ½ stories;
- (B) Approved Public and Semi-Public Uses: 70 feet or 6 stories.

6.09 Parking:

- (A) A minimum of 2 off-street parking spaces are required for each dwelling unit;
- (B) One off-street parking space is required for an accessory dwelling unit with an area under 400 square feet. Two off-street parking spaces are required for an accessory dwelling unit with an area equal to, or in excess of 400 square feet. Required parking for accessory dwelling units is in addition to the parking requirement for the primary single-family dwelling.
- (C) Public and semi-public and conditional uses requiring off-street parking shall be determined by the Commission based upon the requirements of the Off-Street

Parking and Loading section of this ordinance (See Section 18.00).

- 6.10 General Requirements. Multifamily dwellings. Single-family dwellings, attached single family dwellings, accessory dwelling units, duplexes, and manufactured homes shall meet the following requirements:
- (A) Dwellings shall have a pitched roof with a slope of not less than 3/12 (i.e., a vertical rise of 3 inches for every 12 inches of horizontal run/span)
 - (B) Dwelling units except for ADU shall be not less than 1000 sq ft
 - (C) Dwellings shall utilize at least five of the following design features to provide visual relief along the front of the home:
 - 1. Dormers
 - 2. Roof gables (excluding dormer gables) with a minimum 18" projection
 - 3. Recessed entries
 - 4. Covered porches entry with same roofing as home
 - 5. Pillar or posts at front entry
 - 6. Bay or Bow windows
 - 7. Eaves (minimum 18" projection)
 - 8. Off sets on building face or roof (minimum 16")
 - 9. Shutters, as a matched pair for windows, either decorative, fixed, or movable
 - 10. Balconies or decks of at least 2-foot depth and 5 feet in width, accessed by a door and enclosed by railing or parapet
 - 11. Exterior wall (or portion) and/or chimney of brick, stone, composite, masonry, or other similar materials
 - (D) External systems for heating and cooling shall be installed only at ground level and not within the required front yard.
 - (E) All hitches, travel light/clearance lights, wheels, axles are to be removed from the exterior of dwellings.
 - (F) A manufactured home shall be multi-sectional and enclose a space of not less than 1,000 square feet.
 - (G) A manufactured home shall be placed on an excavated, prepared level site and supported on a continuous concrete footing. After setting and blocking, the home shall be enclosed at the entire perimeter with a standard finish concrete block set on the continuous concrete footing. After backfilling as required, the bottom of the home shall be no more than 12" above the surrounding finished grade. All foundation, blocking, pier, and footing requirements in addition to those outlined in this paragraph shall conform to Marion County Building Code requirements.
 - (H) A manufactured home shall incorporate not fewer than four architectural features per dwelling unit from 1-11 below. Applicants are encouraged to use those elements that best suit the proposed building style and design.
 - 1. Covered front porch: not less than six feet in depth and not less than 30 percent of the width of dwelling, excluding the landing for dwelling entrance;
 - 2. Dormers: minimum of two required for each single-family dwelling and one each for other dwellings; must be a functional part of the structure, for example, providing light into a living space
 - 3. Recessed entrance: not less than 3 feet deep

4. Windows: not less than 30 percent of surface area of all street-facing elevation(s)
 5. Window trim: minimum 4-inch width (all elevations)
 6. Eaves: overhang of not less than 12 inches
 7. Offset: offset in façade or roof
 8. Bay window: projects from front elevation by 12 inches
 9. Balcony: one per dwelling unit facing street
 10. Decorative top: e.g., cornice or pediment with flat roof or brackets with pitched roof
 11. Other: feature not listed but providing visual relief or contextually appropriate design similar to options 1-11, as approved by the Aumsville Planning Commission through a Type II procedure
- (I) A manufactured home shall be certified by the manufacturer to have an exterior thermal envelope meeting performance standards which reduce levels equivalent to the performance standards required of single-family dwellings constructed under the state building code as defined in ORS 455.010.

6.11 Manufactured Home Parks General Requirements:

- (A) All manufactured home parks shall consist of a minimum of 5 acres.
- (B) Each manufactured home space shall contain not less than 2,500 square feet. Streets, play areas, service areas, or other areas required by this ordinance shall not be considered as providing any part of the required manufactured home space.
- (C) The maximum density of a manufactured home park shall not exceed 12 manufactured home spaces per gross acre.
- (D) A manufactured home park shall be built to state and federal standards in effect at the time of construction, including American Disabilities Act standards.
- (E) No manufactured home in the park shall be located closer than 10 feet from another manufactured home, or from a general use building in the park. No accessory building or other building or structure on a manufactured home space shall be closer than 6 feet from an accessory building or other building or structure on another manufactured home space. No manufactured home shall be located closer than 16 feet to the boundary of a private street located within the park. Accessory buildings adjacent to property lines see Setback Measurement in Section 22.
- (F) There shall be no outdoor storage of furniture, tools, equipment, building materials, or supplies belonging to the occupants or management of the park.
- (G) The land, which is used for park purposes, shall be surrounded except at entry and exit places, by a sight-obscuring fence or hedge not less than 6 feet in height. The fence or hedge shall be maintained in a neat appearance.
- (H) If the park provides for 25 or more manufactured home spaces, each vehicular way in the park shall be named and marked with signs which are similar in appearance to those used to identify public streets in the city. A map of the named vehicular ways shall be provided to the City for notification to appropriate agencies.
- (I) If a manufactured home space or permanent structure in the park is more than 300 feet from a public fire hydrant, the park shall have water supply mains

designed to serve fire hydrants and fire hydrants shall be provided within 300 feet of such space or structure. Each hydrant within a park shall be located on a vehicular way and shall conform in design and capacity to the public hydrants in the city.

6.12 Manufactured Home Park Minimum Site Requirements:

- (A) The road system of the park shall be paved, improved with curb and gutter, and connected to an existing public street according to plans approved.
- (B) The improvements of driveways, walkways, streets, drainage, and other utilities shall conform to adopted state standards or to adopted city standards, whichever is more restrictive.
- (C) The minimum surfaced width of the roads within the park shall be:
 - 1. 24 feet where no parking is allowed;
 - 2. 30 feet if parking is allowed on one side only; and
 - 3. 36 feet if parking is allowed on both sides.
- (D) A minimum of 200 square feet per manufactured home space of outdoor recreation area shall be provided which may be in one or more locations in the park.
- (E) A minimum of 100 square feet per manufactured home space for unoccupied recreational vehicles or other equipment storage used by park residents shall be provided. Such areas are to be surfaced and drained, fenced, and lighted and maintained in a neat and orderly manner.
- (F) Each designated space, recreation building, managers office, or other public or private structure shall be serviced by underground services of water, sewer, and power.
- (G) A minimum of 4-foot-wide walkways shall connect each manufactured home space with public streets, adjacent public sidewalk systems, common areas, and recreation areas.
- (H) All streets and walkways within the park shall be lighted at night to provide a minimum of 0.35-foot candles of illumination.
- (I) Manufactured home pads and placement shall be in accordance with state building codes requirements.
- (J) At each entrance to a manufactured home park, a permanent, non-illuminated sign not to exceed 32 square feet shall be allowed. Such sign shall display the name of the park and shall show by map the layout of the sites and addresses or space number of each manufactured home.
- (K) Manufactured home spaces shall be indicated on the development plan and each space clearly identified by number of the site. Such spaces shall not exceed the density and coverage limitations of this ordinance. In the design of a manufactured home park, it shall be demonstrated that planned spaces can reasonably accommodate a variety of manufactured home types with accessory structures and required setbacks.
- (L) All common areas within a manufactured home park, exclusive of required buffer areas, buildings, and roadways, shall be landscaped and maintained. All manufactured home spaces shall be landscaped within 6 months of manufactured home placement.

- (M) Manufactured home parks shall be designed to include 2 off-street parking spaces for each manufactured home space, which may include a garage or carport space and the driveway. In addition, one guest space shall be provided for every 5 manufactured home spaces in a park, which shall be provided in bays of at least 4 spaces. Office and common buildings shall be provided with 1 space for each 300 square feet of floor area which may be combined with required guest parking if located within 300 feet of such building.
- 6.13 Standards of Manufactured Homes in Manufactured Home Parks. A manufactured home in a manufactured home park, in addition to conforming to state installation standards, shall conform in the following:
- (A) The manufactured home shall bear the Department of Housing and Urban Development insignia indicating compliance with manufactured home construction standards in effect at the time of manufacture and with a date not previous to June 15, 1976.
 - (B) Notwithstanding deterioration which may have occurred due to misuse, neglect, accident or other cause, the manufactured home shall meet the Department of Housing and Urban Development Standards for manufactured home construction evidenced by the insignia.
 - (C) Each manufactured home shall contain not less than 500 square feet of space as determined by measurement of the exterior of the unit exclusive of any trailer hitch device.
 - (D) Each manufactured home shall be provided with a continuous skirting and shall be tied down with devices that meet state standards and tie-down devices.

[Section 6, amended by [Ord. No. 711](#), passed December 12, 2022.]

SECTION 7.00

CL – Commercial

Purpose: The CL – Commercial zone is intended to maintain the business and limited commercial activities to one area of the city, and to encourage the placement of a variety of new businesses that offer a greater service to the residents of the city.

- 7.01 Uses Permitted Outright
- 7.02 Accessory Uses and Structures
- 7.03 Conditional Uses
- 7.04 Minimum Lot Area
- 7.05 Minimum Lot Width
- 7.06 Maximum Lot Coverage
- 7.07 Yard Requirements
- 7.08 Maximum Height of Structure
- 7.09 Parking and Loading
- 7.10 Business District

SECTION 7.00

CL – Commercial

7.01 Uses Permitted Outright.

The following uses are permitted outright subject to the provisions of Site Development Review (Section 21).

- (A) Beauty or barber shop;
- (B) Medical and dental offices;
- (C) Banks;
- (D) Furniture and appliance stores;
- (E) Drugstores;
- (F) Food stores;
- (G) Sporting goods stores;
- (H) Hardware;
- (I) Television, video, stereo, computer, and radio sales and service;
- (J) Self-service laundromat or cleaners or pick-up and delivery station;
- (K) Professional or business office or any use that is demonstrated to the satisfaction of the city to be of a similar character and impact;
- (L) Restaurant;
- (M) Public right-of-way;
- (N) Small animal clinic
- (O) Child day care center;
- (P) Retail establishment of similar character and impact as the above;
- (Q) Apartments above a permitted ground floor commercial use.
- (R) Residential facilities;
- (S) A classroom and small instruction facility; other than a public or private elementary, middle, or high school or college or university, or house of worship (see Section 7.03).
- (T) Mobile Food Services. See also Section 27.

7.02 Accessory Uses and Structures. (See Setbacks in Section 22)

No accessory uses or structures containing more than 600 square feet of floor area are permitted outside of the main building or use without site development review approval by the City.

7.03 Conditional Uses.

The following uses are permitted as conditional uses in accordance with Section 14. They are also subject to the provisions of Site Development Review (Section 21):

- (A) Automobile service station, garage, or car wash;
- (B) Any establishment selling alcohol to be consumed on the premises;
- (C) Amusement and recreation related businesses, such as bowling alley, pool halls, video arcades, skating rinks, miniature golf, motion picture theaters;
- (D) Equipment sale or rental yard;
- (E) Hotel and motel;
- (F) Public and semi-public uses;
- (G) Gymnasium, athletic and health facilities;

- (H) House of worship;
- (I) Retail or wholesale or research and development laboratory facility which meets the following additional requirements:
 - 1. Total square footage of all areas for such use not to exceed 2,000.
 - 2. Is not industrial use in nature.
- (J) Other similar developments that the City may find to be similar to those listed, as permitted in this zone, and which are not inconsistent with its purpose.

7.04 Minimum Lot Area: None.

7.05 Minimum Lot Width: 20 feet.

7.06 Maximum Lot Coverage: None.

7.07 Yard Requirements:

- (A) Front: 3 feet or facing any street (See Section 22);
- (B) Where the commercial zone abuts a residential zone, interior yards shall be provided equal to the minimum of the abutting residential yard(s).

7.08 Maximum Height of Structure: 6 stories or 70 feet.

7.09 Parking and Loading: See the Parking and Loading section of this ordinance (Section 18.00).

7.10 Business District.

- (A) The Business District is defined as all commercial zoned properties contained within the following boundaries:
 - 1. West of the railroad tracks, east of 5th Street, south of Church Street, and north of the Mill Race.
 - 2. West of 5th Street, East of 11th Street, South of Church Street, and north of Washington Street.
- (B) Business District Design Standards. Buildings in the Business District must adhere to the following additional requirements:
 - 1. Orientation. Primary structures shall be oriented toward, and provide a public entrance onto, the adjacent street.
 - 2. Landscaping/pedestrian amenities. If a building is set back from an adjacent street, at least 50% of the setback area shall be improved with pedestrian and landscaping amenities. Permitted landscaping and pedestrian amenities include plants, planters, shrubbery, benches, tables, etc.
 - 3. Siding materials. At least 20% of the ground floor façade facing the street shall be of a masonry construction, with the remaining solid finish in wood or masonry, or such other material indistinguishable in appearance from wood or masonry. Such wood type siding as horizontal lap, shingle, and board and batten are acceptable. Acceptable wood substitutes such as vinyl, aluminum, and pressed wood product shall only be permitted as a horizontal lap siding; vertical aluminum siding

shall be prohibited. Such masonry type siding as brick and stone are acceptable; stucco material or concrete blocks are prohibited. Acceptable masonry substitutes include masonry veneer and split concrete or other similar material formed to simulate rock or brick.

4. Windows. At least 20% of the ground floor façade facing the street shall contain window coverage.
5. Unpainted or un-textured concrete or masonry, metal buildings, and unpainted metal are prohibited.
6. The use of roof or façade offsets or breaks is encouraged. Roof planes should be varied. Façade lines should be broken at least every 40 feet on all building sides.
7. All mechanical equipment to be screened from view in a manner consistent with the design of the structure and site.
8. The color palette should be simple and consistent within projects. Colors should be compatible with neighboring development. Bright or primary colors shall be limited to accent elements.
9. Fencing shall be either black chain link, wrought iron, or similar. Other fences shall be permitted only through site development review and consistent with design standards.
10. All storage of materials and merchandise shall be located within a building; outdoor storage shall be prohibited unless otherwise permitted through a site development review.

SECTION 8.00

I – Industrial

Purpose: It is the intent of the I – Industrial zone, commensurate with the availability of water and sewer facilities, to help attract industrial and commercial users that are diversified, non-polluting, and of the greatest opportunities for residents of the city for employment while strengthening the city's tax base.

- 8.01 Uses Permitted Outright, but not Limited to
- 8.02 Conditional Uses
- 8.03 Industrial Performance Standards
- 8.04 Minimum Lot Area
- 8.05 Minimum Lot Width
- 8.06 Maximum Lot Coverage
- 8.07 Maximum Height of Structure
- 8.08 Yard Requirements
- 8.09 Parking and Loading

SECTION 8.00

I – Industrial

8.01 Uses Permitted Outright, but not Limited to:

- (A) Agriculture and Forestry:
 - 1. Agriculture production crops;
 - 2. Forest nurseries and tree seed gathering and extracting.
- (B) Construction:
 - 1. Construction including building construction general contractors.
- (C) Manufacturing:
 - 1. Grain mill products;
 - 2. Food preparation and kindred products;
 - 3. Textile mill products;
 - 4. Cabinet or carpentry shop;
 - 5. Paperboard containers and boxes;
 - 6. Printing, publishing, and allied industries;
 - 7. Glass, pottery, and related products;
 - 8. Cut stone and stone products;
 - 9. Cutlery, hand tools, and general hardware;
 - 10. Heating equipment and plumbing fixtures;
 - 11. Manufactured housing;
 - 12. Miscellaneous fabricated metal products;
 - 13. Metalworking machinery and equipment;
 - 14. Office, computing and accounting machines;
 - 15. Refrigeration and service industry machinery;
 - 16. Measuring, analyzing, and controlling instrument, photographic, medical and optical goods, watches and clocks.
- (D) Transportation and Electric Services:
 - 1. Railroad transportation;
 - 2. Local and suburban transit and interurban highway passenger transportation;
 - 3. Motor freight transportation and warehousing;
 - 4. Transportation services;
 - 5. Electric services.
- (E) Retail and Wholesale Trade:
 - 1. Agriculture equipment sales and service, wholesale or retail;
 - 2. Automobile, motorcycle, boat, trailer or truck rental, sales and service;
 - 3. Lumber or building supplies equipment storage or sales, retail;
 - 4. Storage or sales of frozen or refrigerated food;
 - 5. Warehouse or wholesale distribution and sales factory;
 - 6. Eating and drinking places;
 - 7. Mobile Food Services. See also Section 27.
 - 8. Mini-storage warehouses available to the public, including indoor or outdoor recreational vehicle storage.

- (F) Services:
 1. Veterinary services;
 2. Mailing, reproduction, commercial art and photography, and stenographic services;
 3. Cleaning and maintenance services to dwellings and other buildings, not elsewhere specified;
 4. Welding repair;
 5. Industrial machinery service;
- (G) Public Administration:
 1. Public and semi-public uses and structures.
- (H) Other Uses:
 1. Utilities - truck and equipment storage and parking and material storage yard;
 2. Accessory buildings, structures, and uses normal and incidental to the uses permitted in this district;
 3. Dwelling unit or guest room for a caretaker or watchman on the premises being cared for or guarded;
 4. Public right-of-way;
 5. Other similar developments which the City may find to be similar to those listed as permitted in this zone and which are not inconsistent with its purpose.

8.02 Conditional Uses:

- (A) Agriculture:
 1. Soil preparation services;
 2. Crop services;
- (B) Manufacturing:
 1. Dairy products;
 2. Canned and preserved fruits and vegetables;
 3. Leather and leather products;
 4. Transportation equipment;
 5. Millwork, veneer, plywood, and structural wood members;
 6. Rubber, concrete, gypsum, and plastic products;
 7. Rolling, drawing, and extruding of nonferrous metals;
 8. Metal forgings and stampings;
 9. Engines and turbines;
 10. Farm and garden machinery and equipment;
 11. Energy plant.
- (C) Services:
 1. Laundry, cleaning, and garment services;
 2. Research and development laboratories;
 3. Vocational schools.
 4. Automotive repair, services, and garages;
 5. Child day care home and center;
 6. Tire retreading and vulcanizing shop;
- (D) Other Uses:
 1. Recycling depots;

2. Planned industrial unit development;

8.03 Industrial Performance Standards. The discharge of solids, liquids, or gases which are detrimental to the public health, safety, and welfare causing injury to human, plant, or animal life or to property is prohibited in this industrial zone. In an I zone no land or structure shall be used or occupied unless therein continuing compliance with the following standards:

(A) Heat, glare, and light:

1. All operations and facilities producing heat, glare, or light, including exterior lighting, shall be so directed or shielded by walls, fences, evergreen plantings, that such heat, glare, or light is not reflected onto adjacent properties or streets.

(B) Noise:

1. No noise or sound in an I zone shall be of a nature which will constitute a nuisance as documented by the chief of police.

(C) Sewage:

1. No categorical wastewater discharges are allowed. Adequate provisions shall be in place for the disposal of sewage and waste materials and such provisions shall meet the requirements of the City of Aumsville sewage disposal system.

(D) Vibration:

1. No vibration other than that caused by highway vehicles and trains shall be permitted which is discernible without instruments at or beyond the property line for the use concerned.

8.04 Minimum Lot Area: None.

8.05 Minimum Lot Width: None.

8.06 Maximum Lot Coverage: None.

8.07 Maximum Height of Structure: 70 feet.

8.08 Yard Requirements: ~~None~~ [See landscaping requirements section 23.00](#)

8.09 Parking and Loading: See the Parking and Loading section of this ordinance (Section 18.00).

SECTION 9.00

P- Public

- 9.01 Purpose
- 9.02 Permitted Uses
- 9.03 Conditional Uses
- 9.04 Minimum Lot Area
- 9.05 Minimum Lot Width
- 9.06 Maximum Lot Coverage
- 9.07 Building Setbacks
- 9.08 Maximum Height of Structure
- 9.09 Signs
- 9.10 Parking and Loading

SECTION 9.00

P- Public

- 9.01 Purpose: To recognize existing public land uses and to provide for the development of public services.
- 9.02 Permitted Uses. All uses listed below are subject to site development review procedures pursuant to Section 21 of this ordinance.
- (A) Public and private utility buildings and structures, including electric substations, telephone exchanges, and communications antennas or towers.
 - (B) Publicly owned and operated facilities or structures, including government offices and stations, and public use buildings.
 - (C) Governmental, educational, administrative, or public facility uses, including:
 - 1. Public parks and recreation areas.
 - 2. Public schools, including elementary, middle, and high schools.
 - 3. Public storage yards for machinery, equipment, and other materials.
 - 4. Sewer system and lagoon areas.
 - 5. Water system facilities.
 - 6. Uses clearly accessory and subordinate to the above.
- 9.03 Conditional Uses. All uses listed below are subject to conditional use approval procedures pursuant to Section 14 of this ~~ordinance, and ordinance and~~ require site development review pursuant to Section 21.
- (A) Public or private airport or heliport.
 - (B) Other similar ~~development~~ developments that the City finds are similar to those listed as permitted in this zone and that are not inconsistent with its purpose.
- 9.04 Minimum Lot Area: Sufficient area to provide for the use and minimum required setbacks.
- 9.05 Minimum Lot Width: None.
- 9.06 Maximum Lot Coverage: None.
- 9.07 Building Setbacks. The following setbacks shall apply to development within the public zone:
 - (A) Any yard abutting a residential zone: 10 feet
- 9.08 Maximum Height of Structure: 50 feet.
- 9.09 Signs. Signs shall be subject to the requirements in Section 19.
- 9.10 Parking and Loading. Parking and loading shall be subject to the requirements in Section 18.

SECTION 10.00

ID – Interchange Development Zone

- 10.01 Purpose
- 10.02 Permitted Use
- 10.03 Conditional Uses
- 10.04 Prohibited Activities
- 10.05 Performance Standards
- 10.06 Minimum Lot Area and Dimensions
- 10.07 Maximum Height of Structure
- 10.08 Setbacks
- 10.09 Design Requirements
- 10.10 Landscaping
- 10.11 Signs
- 10.12 Parking and Loading
- 10.13 Transportation Impact Analysis
- 10.14 Site Development Review Required
- 10.15 IAMP Compliance Required

SECTION 10.00

ID – Interchange Development Zone

- 10.01 Purpose: To provide for industrial, commercial, and office uses on property located at the State Highway 22 interchange. The transportation amenities offered by Highway 22 will be a factor in attracting industrial and commercial users. However, the community views the interchange area as the key entry point into the City. For this reason, the quality of the site design will be emphasized. In providing for the development of the interchange area, it is essential that the principal function of the intersection be preserved.
- 10.02 Permitted Use. The following uses are permitted, subject to a site development review and conformance with the provisions in this Section. In interpreting this Section, following uses are permitted, subject to a site development review and conformance with the provisions of the Aumsville Development Ordinance:
- (A) Industrial-Related Activities
 1. Manufacturing: Light manufacturing, assembly, processing, packaging, treatment, fabrication of goods or merchandise, and similar uses.
 2. Research centers and laboratories.
 3. Telecommunication centers, including call centers.
 - (B) Retail and Services
 1. Offices.
 2. Restaurants, delicatessens, snack shops, and other types of eating and drinking establishments, including entertainment facilities accessory to the establishment.
 3. Banks and other financial institutions.
 4. Business services, such as photocopy and mailing centers.
 5. ~~Traveler accommodations, including~~ hotels and motels; but excluding camping and recreational vehicle parks.
 6. Professional offices including, but not limited to, medical, dental, veterinary, engineering, and legal services. Veterinary clinics shall not provide on-site services for farm animals.
 7. Services, such as cleaning and maintenance services provided to dwellings and other buildings.
 8. Mobile Food Services (See also Section 27).
 - (C) Other Uses: Other uses, which the City may find to be similar to those listed as permitted in this zone that are consistent with its purpose.
- 10.03 Conditional Uses. The following activities are conditionally allowed in the ID zone:
- (A) Convenience stores.
 - (B) Service stations; but excluding repair facilities.
 - (C) Towing services; but excluding storage of vehicles.
 - (D) Retail activities that are designed to serve the community or region.
 - (E) Establishments serving liquor.
 - (F) House of worship
 - (G) Gymnasium

- (H) Other uses determined by the Commission to be of similar character or to have similar impacts as those specified above.

Conditionally permitted uses shall not be approved unless the proposal satisfies the following criteria:

1. The proposal will be consistent with the provisions of the Development Ordinance, the underlying land use zone, and other applicable policies of the city.
2. Taking into account location, size, design, and operation characteristics, the proposal will have minimal adverse impact on the livability, value, and appropriate development of abutting properties and the surrounding area compared to the impact of development that is permitted outright.
3. The location and design of the site and structures for the proposal will be as attractive as the nature of the use and meet the design standards.
4. The proposal will preserve assets of particular interest to the community.

10.04 Prohibited Activities. The following uses are prohibited in the ID Zone.

- (A) Agriculture and Forestry:
 1. Agriculture production crops;
 2. Forest nurseries and tree seed gathering and extracting.
- (B) Tanneries.
- (C) Energy plant.
- (D) Rendering plants.
- (E) Wrecking, demolition, junk yards, including recycling firms.
- (F) Waste transfer stations.
- (G) Chemical manufacturing plants
- (H) Cement, concrete, lime, or gypsum manufacturing.
- (I) Asphalt plants; aggregate plants.
- (J) Fertilizer manufacturing or distribution.
- (K) Manufacturing activities involving primary metal industries such as foundries/forge shops, smelters, blast furnaces, boiler-works, and rolling mills; manufacture of flammable, hazardous, or explosive materials; creosote and related products; coal tar and related products.
- (L) Storage warehouses. Storage rooms or buildings except as needed to support an approved use.
- (M) Manufacture or storage of oil, gasoline, or petroleum products for distribution, not including service stations.
- (N) Commercial outdoor recreational uses, amusement parks, or sports arenas, not including golf courses or country clubs.
- (O) Truck, trailer, heavy machinery, or farm equipment storage.
- (P) Any other use which is or can be operated in such a manner as to create a dangerous, injurious, noxious, or otherwise objectionable fire, explosive, or other hazard; noise or vibration, smoke, dust, dirt, or other forms of air pollution; electrical or other disturbance; glare; or other substance, condition, or element in such amount as to adversely affect the surrounding area or premises, as may be determined by the Commission.

10.05 Performance Standards. The discharge of solids, liquids, or gases which are detrimental to the public health, safety, and welfare causing injury to human, plant, or animal life or to property is prohibited in the ID Zone. Further, no land or structure shall be used or occupied unless therein continuing compliance with the following standards:

- (A) Heat, glare, and light: All operations and facilities producing heat, glare, or light, including exterior lighting, shall be so directed or shielded by walls, fences, evergreen plantings, that such heat, glare, or light is not reflected onto adjacent properties or streets.
- (B) Noise: No noise or sound shall be of a nature, which will constitute a nuisance as documented by the chief of police.
- (C) Sewage: No categorical wastewater discharges are allowed. Adequate provisions shall be in place for the disposal of sewage and waste materials and such provisions shall meet the requirements of the City of Aumsville sewage disposal system.
- (D) Vibration: No vibration other than that caused by highway vehicles and trains shall be permitted which is discernible without instruments at or beyond the property line for the use concerned.

10.06 Minimum Lot Area and Dimensions: None.

10.07 Maximum Height of Structure: 50 feet.

10.08 Setbacks:

- (A) Highway 22: 30 feet
- (B) Designated arterial or collector: 20 feet
- (C) Local Street: 15 feet
- (D) Side yard: 15 feet
- (E) Rear yard: 15 feet
- (F) Setback Exceptions: Notwithstanding the requirements set forth in this subsection, the following exceptions apply:
 - 1. Setbacks from any street may be reduced by 5 feet when landscaping, screening material, or other mitigation techniques are provided, to a degree greater than that called for in this section, which effectively screen the parking areas and building service areas from the street.
 - 2. Setbacks of up to zero feet along all local designated streets and property lines may be provided in commonly planned projects which exhibit characteristics of an urban village which includes extensive amenity areas, strong pedestrian, transit, and bicycle orientation, varied and high quality building materials, complex and interesting building massing, and extensive landscaping.

10.09 Design Requirements. Building design shall be subject to the following:

- (A) Building material should be of high quality and attractive appearance using matte texture earth tones. Masonry, brick, and stone in their natural state are preferred as principal cladding materials. Textured concrete, architectural block, stucco,

modulated in jointed patterns, and pre-cast concrete with appropriate detailing are also acceptable materials. Materials, detailing, and colors should be repeated on all building facades.

- (B) Unpainted or un-textured concrete or masonry, metal buildings, and unpainted metal are prohibited.
- (C) The use of roof or facade offsets or breaks is encouraged. Roof planes should be varied. Facade lines should be broken at least every 40 feet on all building sides.
- (D) All mechanical equipment to be screened from view in a manner consistent with the design of the structure and site.
- (E) The color palette should be simple and consistent within projects. Colors should be compatible with neighboring development. Bright or primary colors shall be limited to accent elements.

10.10 Landscaping. All rights-of-way and setbacks are to be landscaped and maintained by property owners as follows: (See also Section 23, Landscaping Design)

- (A) Sites shall include landscaped areas, hard surface landscapes, public plazas, walks, and sidewalks.
- (B) All setback areas shall be landscaped; parking or other physical improvements shall be prohibited within required setback areas.
- (C) Street trees: At least one tree per 40 lineal feet shall be provided between the sidewalk and back of curb. An additional tree and 10 shrubs per 40 lineal feet must be provided within 10 feet of the sidewalk.

10.11 Signs. Signs shall be subject to the provisions in Section 19. The following additional provisions shall apply to development within the ID zone. Where conflicts occur, the more restrictive regulations shall apply.

- (A) A sign plan is required for all development. All signs shall be architecturally integrated with the overall project design.
- (B) Permitted freestanding signs are limited to monument signs. Monument signs shall not exceed 32 square feet per face nor shall the sign area exceed 4 feet in height or 6 feet total for the sign structure, and the horizontal length shall not exceed 8 feet. A sign not complying with these provisions may be established through a Conditional Use Permit pursuant to provisions in Section 14.
- (C) Wall signs may not extend above roof line and shall be consistent throughout the project.

10.12 Parking and Loading. See the Parking and Loading section of this ordinance (Section 18). In addition to compliance with the provisions in Section 18, all lots exceeding 50 spaces shall include the following landscaping provisions:

- (A) At least 5% of the parking area shall be landscaped. The landscaping improvements may count toward the minimum landscaping requirements.
- (B) The ends of parking rows must have 6-foot-wide planting islands with a minimum of 2 shade trees and 8 shrubs.
- (C) Landscaped medians shall be required between every fourth parking row with at least 1 shade tree and 8 shrubs for every 30 lineal feet of median.

- 10.13 Transportation Impact Analysis. In addition to the site development review provisions in Section 21, the City may request a transportation impact analysis for development within the ID zone. This study shall be based on the requirements of the Oregon Department of Transportation.
- 10.14 Site Development Review Required. All new structures and change in use and any expansion of existing structures or uses shall be subject to a site development review.
- 10.15 IAMP Compliance Required. A new or expanded uses or structure is subject to the applicable provisions, if any, of an Interchange Area Management Plan. Notice of any proposed development in an area subject to an Interchange Area Management Plan.

SECTION 11.00

Administration and Enforcement

- 11.01 Administrative Official
- 11.02 Building Permits
- 11.03 Application for Building Permits
- 11.04 Building Permit Applications and Renewal
- 11.05 Expiration of Building Permits and Renewal
- 11.06 Refund of Permits
- 11.07 Construction and Use to be as Provided in Applications, Plans, and Permits

SECTION 11.00

Administration and Enforcement

11.01 Administrative Official.

- (A) The City Administrator is designated by Council as the Administrative Official to administer and enforce this ordinance. The City Administrator may designate others to provide assistance.
- (B) If any provisions of this ordinance or the Comprehensive Plan are being violated, the Administrative Official shall give written notice to the person(s) responsible for such violations, indicating the nature of the violation and ordering the action necessary to correct.
- (C) Abatement and Penalty: A person violating a provision of this ordinance shall be subject to a fine of not more than \$1,000 dollars per day, as determined by a court of competent jurisdiction. A violation shall be considered a separate violation on each day it continues. The Administrative Official or the chief of police shall each have jurisdiction to enforce this ordinance by letter and/or citation. It is the responsibility of the city attorney to cause a person cited under this ordinance to appear before a court of competent jurisdiction for determination of appropriate action and/or fine.
- (D) See Section 12.

11.02 Building Permits.

- (A) A permit shall be obtained before beginning construction, repairs, other than ordinary repairs, upgrades, or improvements using application forms furnished by the Administrative Official. Ordinary repairs are nonstructural repairs and do not include addition to, alteration of, or replacement or relocation of water supply, sewer, drainage or similar piping, electrical wiring, or mechanical or other work for which a permit is required by the Administrative Official.
- (B) No building permit shall be issued except in conformity with the provisions of the City of Aumsville's Comprehensive Plan and Development Ordinance, unless written communications are received from the Commission in the form of review, variance, or conditional use application, as provided by this ordinance.

11.03 Application for Building Permits.

- (A) All applications for building permits shall be on forms provided by the City and shall be accompanied by such fees as are required and plans, drawn to scale, in duplicate or triplicate and containing:
 - 1. The actual dimensions and shape of the lot to be built upon;
 - 2. The locations on the lot of buildings already existing, if any, and the distances from all property lines; and
 - 3. The location and dimensions of the proposed building or alterations; and
 - 4. Other information as may be necessary to determine conformance with, and provide for the enforcement of this ordinance and the Comprehensive Plan.

- (B) A building permit application shall include all applicable fees established by Council resolution. Plans shall be distributed per the requirements of the building official. Plans shall be distributed per the requirements of the building official.

11.04 Building Permit Applications and Renewal.

- (A) Building permit applications are kept in the review process for a period of 180 days following the date of the application. If not issued within this time they shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the Administrative Official.
- (B) Expired applications may be extended for a period not exceeding 180 days upon the written request of the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once.
- (C) Once an application has expired, it becomes invalid and all fees are forfeited.
- (D) Any fee erroneously paid or collected may be refunded. Refunds will be subject to the City's adopted fee schedule. No fee shall be refunded except upon written request by the original applicant, not later than 180 days after the date of the fee payment and before a permit has been processed. The Zoning Review Fee shall not be refunded and refund of other fees will be based on the review work completed.

11.05 Expiration of Building Permits and Renewal.

- (A) Permits are not transferable and expire by limitation and become null and void if:
 - 1. Work is not commenced within 180 days from the date the permit is issued, or
 - 2. Work is suspended or abandoned at any time after the work is commenced for a period of 180 days. The burden of proof to show that substantial work has been done rests with the property owner. Written notice of expiration shall be given to the permittee by the Administrative Official.
- (B) Any permittee holding an unexpired permit may submit a written request for an extension showing that circumstances beyond the control of the permittee have prevented action from being taken. The permit may be extended for not more than 180 days. No permit shall be extended more than once.
- (C) An expired permit must be renewed before any work can be recommenced. A new permit shall be first obtained with the fee determined by the Administrative Official.

11.06 Refund of Permits.

- (A) Any fee erroneously paid or collected may be refunded.
- (B) Refunds will be subject to the City's adopted fee schedule.
- (C) No fee shall be refunded except upon written request by the original permittee when no construction work has been done, not later than 180 days after the date of the fee payment. Once payment has been made by the city to Marion

County, refund request must be made directly to Marion County Building Inspection.

(D) No zoning review, state surcharge, or plans review fees shall be refunded.

11.07 Construction and Use to be as Provided in Applications, Plans, and Permits. Building permits issued on the basis of plans and applications approved by the Administrative Official authorize only the use, arrangement, and construction set forth in such approved plans and applications, and no other use, arrangement, or construction. Use, arrangement, or construction at variance with that authorized shall be deemed violations of this ordinance.

SECTION 12.00

Administrative Procedures

- 12.01 Summary of Application Types and Review Procedures
- 12.02 General Procedures
- 12.03 Public Notice Requirements
- 12.04 Public Hearing Before the Planning Commission
- 12.05 Review and Public Hearings by Council
- 12.06 Appeal Provisions
- 12.07 Fees
- 12.08 Type IV Actions
- 12.09 Revocation of Decision

SECTION 12.00

Administrative Procedures

- 12.01 Summary of Application Types and Review Procedures. All development permits and land use actions are processed under the City's administrative procedures provided for in this section. There are four types of actions, each with its own procedures.
- (A) Type I-A Action. An administrative action reviewed by staff based on clear and objective standards. The notice of the decision is sent only to the applicant. Appeal is to the Commission. The following actions are processed under the Type I-A procedure:
1. Property Line Adjustment (Section 20)
 2. Home Occupation (Section 22)
 3. Sign Permit (Section 19)
 4. Non-Conforming Use (Section 4)
 5. Minor Modifications per definition contained in Section 1.
 6. Landscaping Plan that is not part of a Type II application.
- (B) Type I-B Action. An administrative action reviewed by staff based on clear and objective standards with a minimum level of discretion. Notice of the decision is sent to the applicant and those who submitted comments. Appeal is to the Commission. The following actions are processed under the Type I-B procedure:
1. Site development reviews for uses listed as "Uses Permitted Outright" within their respective zones. A Type II site development review shall not be required in the event a use in an existing building is replaced by a use listed as "Uses Permitted Outright" within their respective zones.
 2. Accessory Structures (Section 21).
 3. Partition (Section 20).
 4. Change of Use in an existing building.
 5. Building additions up to 600 sq ft.
- (C) Type II Actions. A Type II action is a quasi-judicial review in which the Commission applies a mix of objective and subjective standards that allow considerable discretion. Public notice and a public hearing are provided; see Section 12.02. Appeal of a Type II decision is to Council. The following actions are processed under a Type II procedure:
1. Conditional Use Permit (Section 14)
 2. Manufactured Home Park (Section 6)
 3. Similar Use (Section 4)
 4. Variance (Section 13)
 5. Site Development Review (Section 21)
 6. Major modifications to approved site plan (Section 21)
 7. Master Planned Developments (Section 28)
- (D) Type III Actions. A Type III action is a quasi-judicial process in which Council applies a mix of objective and subjective standards. The Commission has an advisory role. Public notice is provided and public hearings are held at the Commission and Council; see Section 12.03. Appeal of the decision is to the Land Use Board of Appeals (LUBA). The following actions are processed under a

Type III procedure:

1. Annexation (Section 17)
2. Zone Change (Section 16)
3. Comprehensive Plan Map Amendment (Section 16)
4. Subdivision (Section 20)
5. Development Agreements, as set forth in ORS 94.504 to 94.528

(E) Type IV Actions. A Type IV action is a legislative review in which the City considers and enacts or amends laws and policies. Except as otherwise provided in Section 15 or Oregon laws regarding initiatives (e.g., ORS chapter 250), a private party cannot request a Type IV action. A Type IV application must be initiated by city staff, Commission, or Council. Public notices and hearing are provided in a Type IV process. The following actions are processed under a Type IV procedure:

1. Comprehensive Plan amendments and revisions.
2. Development Ordinance amendments.

- (F) Applications requesting vacation of public rights-of-way shall be processed according to the applicable Oregon Revised Statutes.
- (G) Whenever an applicant requests more than one approval, including different approval types, the proceedings may be consolidated at the discretion of the City, so that one approval authority shall decide all applications. In such cases, the review procedure and approval authority will be that of the highest numbered approval type involved in the applications. Type IV legislative actions cannot be combined with Types I-III quasi-judicial actions.

12.02 General Procedures.

(A) Procedure for Type I Review. Applications subject to administrative review shall be reviewed and decided by the Administrative Official.

1. Upon receipt of an application for a Type I land use action, city staff shall review the application for completeness.
 - (a) Incomplete applications shall not be reviewed until all required information has been submitted by the applicant.
 - (b) If incomplete, city staff shall notify the applicant in writing of exactly what information is missing within 30 days of receipt of the application, and allow the applicant to submit the missing information.
2. The application shall be deemed complete either:
 - (a) Upon receipt of the missing information; or
 - (b) Upon receipt of some of the missing information and written notice from the applicant that no other information will be provided; or
 - (c) Upon receipt of written notice from the applicant that none of the missing information will be provided.
3. On the 181st day after the application was first submitted the application is void if: as required under subsection (2) of this section, the applicant has been notified of the missing information and applicant has not responded appropriately.
4. Referrals may be sent to interested agencies such as city departments,

police and fire departments, school district, utility companies, and applicable state or federal agencies.

5. If the staff finds that the facts of the particular case require interpretation of existing standards, then a public hearing before the Commission shall be scheduled. The procedures for conducting the public hearing shall comply with the requirements in Section 12.03(A).
6. Staff shall review the application and shall make a decision based on an evaluation of the proposal and on applicable criteria as set forth in this ordinance.
7. The City may place conditions related to ensuring the applicant complies with standards and requirements.
8. A Type I land use decision may be appealed by the applicant to the Commission. The appeal shall be filed within 12 days from the date of the decision, following the provisions of Section 12.06.
9. The timing requirements established by this section are intended to allow a final action, including resolution of any appeals, within 120 days of receipt of a complete application. The 120-day time period may be extended for a specified period of time at the written request of the applicant. The total of all extensions may not exceed 245 days.
10. If for any reason it appears that such final action may not be completed within the 120-day period, unless the time period is voluntarily extended by the applicant, the following procedures shall be followed regardless of other processes set forth elsewhere in this ordinance.
 - (a) The city staff shall notify Council of the timing conflict by the 95th day. Council may, in accordance with its own procedures, set a time for an emergency meeting within the 120-day period.
 - (b) Public notice may be mailed to affected parties as specified in Section 12.03(B).
 - (c) Council shall hold a public hearing on the specified date, if applicable, in accordance with the provisions of Section 12.05 and render a decision approving or denying the request within the 120-day period. Such action shall be the final action by the City on the application.

(B) Procedure for Type I-B Review. Applications subject to administrative review shall be reviewed and decided by the Administrative Official.

1. Upon receipt of an application for a Type I-B land use action, city staff shall review the application for completeness.
 - (a) Incomplete applications shall not be reviewed until all required information has been submitted by the applicant.
 - (b) If incomplete, city staff shall notify the applicant in writing of exactly what information is missing within 30 days of receipt of the application, and allow the applicant to submit the missing information.
2. The application shall be deemed complete either:
 - (a) Upon receipt of the missing information; or
 - (b) Upon receipt of some of the missing information and written notice from the applicant that no other information will be

- provided; or
- (c) Upon receipt of written notice from the applicant that none of the missing information will be provided.
3. On the 181st day after the application was first submitted the application is void if: as required under subsection (2) of this section, the applicant has been notified of the missing information and applicant has not responded appropriately.
4. Hearing Option. If city staff finds that the facts of the particular case require interpretation of existing standards, then a public hearing before the Commission shall be scheduled. The procedures for conducting the public hearing shall comply with the requirements in this section. Further, the City Administrator or designee may request a public hearing before the Commission. A public hearing may also be requested by the applicant.
5. Before making an Administrative Decision, the City shall mail notice to:
- (a) All owners of record of real property within 100 feet of the subject site.
- (b) Any person who submits a written request to receive a notice; and
- (c) Any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the City, or required by State statute.
- (d) The road authority, and rail authority and owner, when there is a proposed development abutting or affecting their transportation facility and allow the agency to review, comment on, and suggest conditions of decision for the application.
- (e) The City may notify other affected agencies, as appropriate, for review of the application.
6. Notice of a pending Administrative Decision shall:
- (a) Provide a 14-day period for submitting written comments before a decision is made on the land use application.
- (b) Identify the specific land use decisions or decisions requested.
- (c) Describe the street address or other easily understandable reference to the location of the site.
- (d) List the relevant decision criteria by name and number of code sections.
- (e) State the place, date, and time the comments are due, and the person to whom the comments should be addressed.
- (f) Include the name and telephone number of a contact person regarding the Administrative Decision.
- (g) State that if any person fails to address the relevant decision criteria with enough detail, they may not be able to appeal to the Land Use Board of Appeals or Circuit Court on that issue. Only comments on the relevant decision criteria are considered relevant evidence.

- (h) State that all evidence relied upon by the City to make this decision is in the public record, available for public review. Copies of this evidence can be obtained at a reasonable cost from the City.
 - (i) State that after the comment period closes, the City shall issue an Administrative Decision. The decision shall be mailed to the applicant and to anyone else who submitted written comments or who is otherwise legally entitled to notice.
7. Decision. The City Administrator or designee shall review the application and shall make a decision based on an evaluation of the proposal and on applicable criteria as set forth in this code. The City may place conditions related to ensuring the applicant complies with standards and requirements.
 8. Notice of Decision. Within five working days after a decision is made, a Notice of Decision shall be sent by mail to:
 - (a) The applicant and all owners or contract purchasers of record of the site that is the subject of the application.
 - (b) Any person who submits a written request to receive notice or provides comments during the application review period.
 - (c) Any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the City, and other agencies that were notified or provided comments during the application review period.
 9. Appeals and Reconsideration. All administrative land use decisions of the City Administrator or their designee may be appealed to the Commission. The appeal shall be filed within 12 days from the date of the decision, following the provisions of this section.
 10. The timing requirements established by this section are intended to allow a final action, including resolution of any appeals, within 120 days of receipt of a complete application. The 120-day time period may be extended for a specified period of time at the written request of the applicant. The total of all extensions may not exceed 245 days.
 11. If for any reason it appears that such final action may not be completed within the 120-day period, unless the time period is voluntarily extended by the applicant, the following procedures shall be followed regardless of other processes set forth elsewhere in this ordinance.
 - (a) City staff shall notify the Council of the timing conflict by the 95th day. Council may, in accordance with its own procedures, set a time for an emergency meeting within the 120-day period.
 - (b) Public notice may be mailed to affected parties as specified in Section 12.03.
 - (c) Council shall hold a public hearing on the specified date, if applicable, in accordance with the provisions of this section and render a decision approving or denying the request within the 120-day period. Such action shall be the final action by the City on the application.
- (C) Procedures for Type II and Type III Actions.

1. Upon receipt of an application for Type II or Type III land use action, city staff shall review the application for completeness.
 - (a) Incomplete applications shall not be scheduled for Type II or Type III review until all required information has been submitted by the applicant.
 - (b) If incomplete, city staff shall notify the applicant in writing of exactly what information is missing within 30 days of receipt of the application and allow the applicant to submit the missing information.
2. The application shall be deemed complete for the purposes of scheduling the hearing and all related timing provisions either:
 - (a) Upon receipt of the missing information; or
 - (b) Upon receipt of some of the missing information and written notice from the applicant that no other information will be provided; or
 - (c) Upon receipt of written notice from the applicant that none of the missing information will be provided.
3. On the 181st day after the application was first submitted the application is void if: as required under subsection (2) of this section, the applicant has been notified of the missing information and applicant has not responded appropriately.
4. Applications for more than one Type II or Type III land use action for the same property may, at the applicant's discretion, be combined and heard or reviewed concurrently.
5. Referrals may be sent to interested agencies such as city departments, police and fire departments, school district, utility companies, post office, and applicable state or federal agencies.
6. The public hearing shall be scheduled and notice shall be mailed or delivered to the applicant and adjacent property owners. Notice requirements shall comply with Section 12.03(B)
7. Any staff report or written recommendations shall be available at least 7 days prior to the hearing. This report shall be mailed or delivered to the applicant and be available at city hall for all interested parties.
8. The public hearing before the Commission shall comply with the provisions in Section 12.04.
9. Approvals of any Type II or Type III action may be granted subject to conditions. The following limitations shall be applicable to conditional approvals:
 - (a) Conditions shall be designed to ensure compliance with applicable approval criteria may be related to the following:
 - i. Protection of the public from the potentially deleterious effects of the proposed use; or
 - ii. Fulfillment of the need for public service demands created by the proposed use.
 - (b) Changes or alterations to a condition of approval shall be processed as a major or minor modification, as applicable.
 - (c) Whenever practical, all conditions of approval required by the City shall

be completed before the issuance of an occupancy permit. When an applicant provides information which demonstrates to the satisfaction of the Commission that it is not practical to fulfill all conditions prior to issuance of such permit, the Commission may require a performance bond or other guarantee to ensure compliance with zoning regulations or fulfillment of required conditions.

- i. Types of Guarantees. Performance guarantees may be in the form of performance bond payable to the City of Aumsville, cash, certified check, time certificate of deposit, or other form acceptable to the City. The form must be approved by the city attorney and appropriate documents filed with the Administrative Official.
 - ii. Amount of Guarantee. The amount of the guarantee must be equal to at least 110% of the estimated cost of the performance. The applicant must provide a written estimate acceptable to the City, which must include an itemized estimate of all materials, labor, equipment, and other costs of the required performance.
 - iii. Time Periods. The Administrative Official may grant a waiver of performance for a period not to exceed 6 months. A request for extension of any waiver granted must be submitted to and approved by Council.
10. The Commission or Council shall render a decision that either approves or denies the application. City staff shall prepare the decision in writing and include:
- (a) A brief statement that explains the criteria and standards considered relevant to the decision;
 - (b) A brief statement of the facts relied upon in rendering the decision and an explanation or the justification for the decision based on the criteria;
 - (c) If applicable, any conditions placed on an approval; and
 - (d) Signature of the decision-maker's chair.
11. A Type II land use decision may be appealed to Council by a person who participated in the decision. The appeal shall be filed within 12 days from the date of the final written decision, following the provisions of Section 12.06.
- Type III land use applications are automatically reviewed by the Council.
12. The timing requirements established by this section are intended to allow final action, including resolution of appeals, for all Type II or Type III land use actions (except Annexations and Comprehensive Plan Map amendments) within 120 days of receipt of a complete application. The 120-day time period may be extended for a specified period of time at the written request of the applicant. The total of all extensions may not exceed 245 days.
13. If for any reason it appears that such final action may not be completed within the 120-day period, unless the time period is voluntarily extended by the applicant, the following procedures shall be followed regardless of other processes set forth elsewhere in this ordinance.

- (a) The City shall notify Council of the timing conflict by the 95th day. Council shall, in accordance with its own procedures, set a time for an emergency meeting within the 120-day period.
- (b) Public notice shall be mailed to affected parties as specified in Section 12.03(B).
- (c) Council shall hold a public hearing on the specified date, if applicable, in accordance with the provisions of Section 12.05 and render a decision approving or denying the request within the 120-day period. Such action shall be the final action by the City on the application.

12.03 Public Notice Requirements.

- (A) Type I Actions. Written notice of any Type I hearing shall be mailed or delivered to the applicant. An electronic copy shall be acceptable.
- (B) Type II and Type III Actions.
 - 1. Notice of any public hearings before the Commission or Council for a Type II or Type III land use action required by this ordinance shall be posted on the subject property at least 10 days prior to the public hearing.
 - 2. Written notice of the initial public hearing shall be mailed or delivered at least 20 days prior to the hearing date to the owners of property within 100 feet of the boundaries of the subject property. Where a multiple hearing application is scheduled, only a 10-day written notice shall be required.
 - 3. Notice of the hearing shall be printed in the Aumsville Newsletter, except for Annexations. Annexation notice of hearing shall be published in accordance with Oregon Revised Statutes. An affidavit of publication of the notice shall be made a part of the administrative record.
 - 4. Applicants for a Type II or III action shall be responsible for providing a certified list of property owners within the notice area, prepared by Marion County or a title company, within 100 feet of the subject property.
- (C) Type IV Actions. Notice of the time, place, and purpose of the first public hearing shall be mailed at least 20 days but not more than 40 days prior to the hearing date to all owners of property within the city whose property would be rezoned by a Type IV action. Notice of all hearings shall be published in the Aumsville Newsletter or other publication of general circulation within the city at least 10 days before the first public hearing.
- (D) Notice of Appeals. Notice of hearings on appeal to either the Commission or Council shall be pursuant to Subsection (B)(2) above, and shall include written notice at least 10 days prior to hearing to the appellant, the applicant, and any other individual who received notice of the original decision, and any others requesting notice.
- (E) Notice Requirements.
 - 1. Public notice shall:
 - (a) Explain the nature of the application and the proposed use or uses which could be authorized;

- (b) Cite the applicable criteria from the ordinance and the plan which apply to the application at issue;
 - (c) Set forth the street address or other easily understood geographical reference to the subject property;
 - (d) State the date, time, and location of the hearing;
 - (e) State that 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;
 - (f) Include the name of the city representative to contact and the telephone number where additional information may be obtained;
 - (g) State that a copy of the application, all documents and evidence submitted by or on behalf of the applicant, and applicable criteria are available for inspection at no cost and will be provided at reasonable cost at least 20 days prior to the public hearing. Where a multiple hearing application is scheduled, only at least 10 days shall be required for availability of the above material;
 - (h) State that a copy of any staff report will be available for inspection at no cost at least 7 days prior to the hearing and a copy will be available at reasonable cost;
 - (i) Include a general explanation of the requirements for submission of testimony and the procedure for conduct of hearing.
- (F) Failure to Receive Notice. Failure to receive notice prescribed in this section does not invalidate a decision if the City can demonstrate by affidavit that such notice was given. The notice provisions of this section shall not restrict the giving of notice by other means, including posting, newspaper publication, radio, and television.

12.04 Public Hearing Before the Planning Commission.

(A) General Provisions.

1. A land use action that requires a public hearing by the Commission under the provisions of this ordinance shall be initially heard by the Commission within 60 days of the receipt of a complete application or appeal.
2. The Commission or Council may continue a public hearing for additional information, testimony, decision, or to serve further notice. Upon recessing the hearing, the Commission or Council shall announce the time and place when the hearing will be resumed. When the hearing body reopens the record to admit new evidence or testimony, any person may raise new issues that relate to the new evidence, testimony, or criteria for decision-making which apply to the matter at issue.
3. Unless there is a continuance, if a participant so requests before the conclusion of the initial evidentiary hearing, the record shall remain open for at least 7 days after the hearing.
4. The decisions of the Commission on applications for Type II actions shall be final unless appealed to the Council pursuant to Section 12.06.

5. The recommendations of the Commission on applications for Type III actions shall be referred to the Council for final determination, pursuant to Section 12.05
6. An issue which may be the basis for an appeal to the Land Use Board of Appeals (LUBA) may be raised not later than the close of the record at the final evidentiary hearing on the proposal before the city. Such issues shall be raised with sufficient specificity so as to afford the Council or Commission, and the parties, an adequate opportunity to respond to each issue.
7. Appeal of a Type I action shall be heard by the Commission in accordance with provisions of Section 12.04. The Commission's decision is final unless further appealed to Council.

(B) Public Hearing Procedures.

1. Open Public Hearing: The presiding officer shall open the record, announce the nature and purpose of the hearing, and summarize the rules of conduct of the hearing and appeal rights.
2. Declaration of Interests: The presiding officer shall inquire whether any member of the Council or Commission has any conflicts of interest concerning the issue before the city. All Councilors and Commissioners are required to declare conflicts of interest, bias, and ex-parte contacts, and to state on the record whether they intend to participate in the decision.
All declarations shall be made publicly at the commencement of the first public hearing following the date when the Councilor or Commissioner first learned of or had an interest which must be declared. A member shall declare whether the member can make an impartial decision on the matter before them.
3. Preliminary Matters: Immediately following the declaration of interest section of the hearing, the presiding officer shall determine if there are other preliminary matters that need to be addressed prior to taking testimony and evidence on the case. Preliminary matters may include issues such as the notice of the public hearing, jurisdictional questions, or procedural issues.
4. Opening Statement: Following the determination of all preliminary matters, the presiding officer shall read into the record an opening statement that includes the following:
 - (a) A description of the applicable substantive approval criteria.
 - (b) That testimony and evidence submitted at the hearing must be directed toward the approval criteria listed in the notice of public hearing and as read in item (4)(a) hereof, or to other criteria which the person believes to apply to the decision.
 - (c) A disclaimer that failure to raise an issue with sufficient specificity to afford the decision-maker and the parties an opportunity to respond to the issue precludes appeal to LUBA on that issue.
 - (d) Note that any person may request either a continuance of the hearing if additional evidence in support of the application is

presented, or that the record be left open for submission of additional evidence, then the record shall remain open for at least 7 days.

- (e) Notify those who will be testifying to provide their name and full mailing address if they wish to receive the notice of decision, be notified of a continuance, appeal, or other action on the application.
- 5. Staff Report: A representative of the City shall present a staff report, summarizing the nature of the application, citing applicable standards and criteria, and making a recommendation with or without conditions as to whether the application should be granted or denied.
- 6. Applicant or Appellant: The applicant or appellant, or a person representing the applicant or appellant shall present evidence in support of the application or appeal. In cases where the appellant is other than the applicant, the burden of proof remains with the applicant to show that the land use application is entitled to approval. In such cases where the appellant is not the applicant, the appellant shall testify first, followed by the applicant.
- 7. Proponents: Any person in favor of the application, followed by Commission/Council questions.
- 8. Opponents: Any person opposed to the application, followed by Commission/Council questions.
- 9. Governmental Agencies: A representative of any governmental agency or department may present testimony or other evidence concerning the application at issue.
- 10. General Testimony: Any person who has not previously testified on the issue shall be given an opportunity to be heard.
- 11. Applicant Rebuttal Summary: The applicant is to be allowed to summarize briefly the proposal and shall be given the opportunity to present rebuttal testimony or evidence.
- 12. Questions from the Council or Commission: After recognition by the presiding officer, any member of the Council or Commission may direct questions to the applicant, staff, or any other party.
- 13. Staff Summary: The city staff representative shall respond to any relevant questions from the testimony and summarize the actions required by the City.
- 14. Closing the Hearing: Generally, the record will be closed at the conclusion of the hearing unless the presiding officer has declared that the record will be held open to receive additional evidence, or to continue the hearing to a date and time certain.
- 15. Discussion by members and determination of the findings of fact.
- 16. Decision, including any conditions of approval and a restatement of appeal procedures.

(C) Evidence.

- 1. All evidence offered is included in the record unless the evidence is expressly rejected by the Commission or Council.
- 2. The Commission or Council may take notice of judicially recognizable

facts, and members may take notice of general, technical, or scientific facts within their specialized knowledge. Parties shall be notified at any time during the proceeding, but in any event prior to the final decision, of the material so noticed, and they shall be afforded an opportunity to contest the facts so noticed. The Commission members may utilize their experience, technical competence, and specialized knowledge in evaluation of the evidence presented.

3. All interested persons are entitled to an opportunity to be heard and to present evidence. The applicant is also entitled to present rebuttal.

- (D) Burden of Proof. The proponent(s) of a matter at public hearing before the Commission or Council has the burden of proving that the proposal complies with all applicable criteria. The proposal must be supported by substantial evidence in the whole record it conforms with the applicable provisions of this ordinance.
- (E) Record of Hearing. A record of the proceeding shall be made by written, mechanical, or electronic means. The record need not be transcribed except upon request by Council or as provided in this section.
- (F) Limits on Oral Testimony. The presiding officer may set consistent, reasonable time limits for oral presentations to the end that parties are encouraged to submit as much evidence as possible in writing prior to the hearing.
- (G) Exhibits. All exhibits received shall be marked so as to provide identification upon review. Such exhibits shall be retained by the City.
- (H) General Conduct of the Hearing. Each person appearing before the Commission and Council shall give their name and address. No person shall speak without obtaining the permission from the chair. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.

12.05 Review and Public Hearings by Council.

- (A) Hearings by Council.
 - 1. Council shall hold public hearings on all Type III and Type IV actions.
 - 2. The hearings shall follow ORS 197.763 procedures.
 - 3. A final decision shall be made within the timeframe mandated by state law, unless the applicant agrees to extend the 120-day review period.
 - 4. The decision of Council of a Type III or Type IV action is final and in accordance with Section 12.02(B)(9).

12.06 Appeal Provisions. The appeal period starts on the date of the Notice of Decision.

- (A) Appeals.
 - 1. The Commission shall hear appeals of all Administrative Official decisions on a Type I Action.
 - 2. The Council shall hear all appeals of Commission decisions.
 - 3. The appeal must be perfected as required by Section 12.06. The action of the Administrative Official or Commission is final and the appeal shall not be heard if the appeal period has lapsed.
 - 4. Submission of New Testimony and De Novo Hearings: Council may admit additional testimony and other evidence by holding a de novo hearing. Upon the decision to admit additional testimony or other evidence and to

hear the entire matter de novo, the presentation of such testimony and evidence shall be governed by the procedures applicable to the presentation of such matters at the initial hearing.

5. The Council may affirm, rescind, or amend the action of the Commission and may grant approval subject to conditions necessary to ensure compliance with the applicable approval criteria and the Comprehensive Plan. Council may also remand the matter back to the Commission for additional information, subject to the agreement of the applicant to extend the 120-day review period.

(B) Appeal Period.

1. The decision of the Administrative Official is final for a Type I land use decision unless a notice of appeal is received by the City within 12 days of the date of the final written decision, or unless Council, on its own motion, orders review within 12 days of the written decision. An appeal stays the proceedings in the matter appealed until the determination of the appeal. The 120-day deadline for final action by the City remains in effect unless the time period is voluntarily extended by the applicant.
2. The decision of the Commission for a Type II land use decision, or the appeal of a Type I decision, is final unless a notice of appeal is received by the City within 12 days of the date of the final written decision, or unless Council, on its motion, order review within 12 days of the written decision. An appeal stays the proceedings in the matter appealed until the determination of the appeal. The 120-day deadline for final action by the City remains in effect unless the time period is voluntarily extended by the applicant.
3. All appeals from the Council's decision on a Type III or Type IV action shall be to the state Land Use Board of Appeals. The appeal must be perfected following applicable state law.

(C) Form of Appeal. An appeal shall be made on forms provided by the City and shall state the alleged errors in the decision.

(D) Transcript Fees. In addition to any cost or fees set forth in Section 12.07 below, the City may charge a fee for the preparation of any transcript that may be required for the appeal. The fee shall be determined based on the current city hall per page rate for the copying and personnel costs as an hourly rate equivalent to the salary plus benefits (computed at an hourly rate) of each employee involved in the preparation of the transcript.

(E) Appeal Fee.

1. The appeal fee is determined based on the current city hall per page rate for the copying and personnel costs at an hourly rate equivalent to the salary plus benefits (computed at an hourly rate) of each employee involved in the appeal work; and
2. The City shall estimate the cost of the appeal and receive a deposit from the appellant in that amount. The appellant shall be billed for actual costs more than the deposit or receive a refund for surplus deposit funds, whatever the case may be.

12.07 Fees:

- (A) Purpose. Fees are for the purpose of defraying administrative costs.
- (B) General Provisions.
 - 1. Fees shall be payable at the time of application and shall be as set forth by ordinance or resolution of Council. There shall be no fee required for an application initiated by the Commission or Council.
 - 2. The failure to submit the required fee with an application or notice of appeal, including return of checks unpaid or other failure of consideration, will constitute an incomplete application.
 - 3. Fees are not refundable unless the application or appeal is withdrawn before the notification of the hearing. Refund of any fees will be based on the review work completed.
 - 4. Council may reduce or waive the fees upon showing of just cause to do so.

12.08 Type IV Actions:

- (A) Initiation. Type IV may be initiated by:
 - 1. Majority vote of Council.
 - 2. Majority vote of the Commission.
 - 3. Initiative petition, in accordance with ORS 250.305 and Section 15 of the development ordinance.
- (B) Procedure for Type IV Actions.
 - 1. Public Hearings by Commission.
 - (a) A public hearing shall be held by a majority of the Commission on all proposed amendments to this ordinance and on all legislative amendments to the zoning maps. The Commission may continue any hearing in order to make a reasonable decision. Notice shall be as specified in Section 12.03.
 - (b) Amendments shall be considered and acted upon by the Commission. If the Commission fails to act on the action, and no extension is granted by Council, Council may act upon the amendment.
 - 2. Public Hearing by Council. Following Commission action, Council shall hold a public hearing to consider the applicable criteria and the Commission's recommendation on proposed amendments. Notice shall be as specified in Section 12.03.
 - 3. Time Requirement. The 120-day deadline for final action by the City does not apply to any Type IV action.

12.09 Revocation of Decision.

- (A) Compliance with Conditions. Compliance with the conditions of approval imposed by the Administrative Official, Commission, or Council in approving a permit or other land use decision is required. Any departure from the conditions of approval and approved plans constitutes a violation of this ordinance.
- (B) General Provisions.
 - 1. The Administrative Official may initiate a revocation of any permit or other land use decision for failure to comply with a condition of approval. A hearing on the revocation shall be conducted by the Commission as a Type II hearing and in accordance with the procedures for a Type II hearing.

2. Final decisions regarding Comprehensive Plan text or map amendments, development ordinance text amendments, or zone changes are not subject to revocation.

[Section 12, amended by [Ord. No. 711](#), passed December 12, 2022.]

SECTION 13.00

Variances

Purpose: It is the purpose of this section, subject to the restrictions and provisions of this ordinance, to vary or modify the strict application of any of the regulations or provisions, except for use of property.

- 13.01 Purpose Statement
- 13.02 Commission
- 13.03 Application
- 13.04 Public Hearing
- 13.05 Criteria for Granting a Variance
- 13.06 Findings
- 13.07 Limiting Variances
- 13.08 Notice
- 13.09 Limit on a Variance Permit
- 13.10 Appeals
- 13.11 Resubmission of Variance Application

SECTION 13.00

Variances

- 13.01 Purpose Statement. The development standards in this Development Code protect the public health, safety, and welfare by establishing standard setbacks, maximum building heights, and other development standards that apply to various uses. For lands or uses with unique characteristics, the intent and purpose of the development standards may be maintained while allowing for a variance to quantifiable requirements only. Economic hardship shall not be the basis for a variance request, neither shall a variance be approved as a means to establish a use not otherwise permitted in the zone.
- 13.02 Commission. The Commission is authorized to conduct public hearings on applications for variances within the limits, spirit, and intent of this ordinance, and as will not be contrary to the public interest, and are applied reasonably to maintain and not abolish the distinctive classifications created by this ordinance. The Commission may approve, deny, or conditionally approve any application for a variance permit.
- 13.03 Application. A property owner may initiate a request for a variance by filing with the Administrative Official on a form provided and paying the appropriate posted fee.
- 13.04 Public Hearing. Public hearings before the Commission shall be in accordance with the procedures in Section 12, Administrative Procedures.
- 13.05 Criteria for Granting a Variance. A variance from the numerical standards of this ordinance shall not be granted unless ALL of the following circumstances exist:
- (A) Compliance with the applicable requirement or standard of this ordinance would:
 - 1. Create a hardship due to one or more of the following conditions:
 - (a) The physical characteristics of the land, improvements, or uses that are not typical of conditions in the zoning district; or
 - (b) Such variance is necessary for the preservation and enjoyment of a substantial property right of the applicant possessed by the owners of other properties in the same vicinity or district; or
 - (c) That the special conditions and circumstances on which the application is based do not result from the negligent or knowing violation of this ordinance by the applicant.
 - 2. Not be materially detrimental to the public welfare or injurious to property in the vicinity or district in which property is located.
 - (B) Strict adherence to the requirement or standard is unnecessary because the proposed variance will reasonably satisfy both of the following objectives:
 - 1. Granting the variance will not create significant adverse effects to the appearance, function, or safety of the use or uses on the subject property; and
 - 2. Granting the variance will not impose limitations on other properties in the area, including uses which would be allowed on vacant or underdeveloped properties.

(C) Approval of this application will allow the property to be used only for the purposes authorized by the zoning district.

- 13.06 Findings. Before the Commission shall grant or deny a request for a variance, the Commission shall develop specific findings of fact that support or do not support the criteria set forth in Section 13.05. If it is determined by the Commission that the criteria set forth in Section 13.05 are not met, the Commission shall deny the request for variance.
- 13.07 Limiting Variances. In granting any variance, the Commission may prescribe appropriate conditions and safeguards in conformity with this ordinance. Violations of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this ordinance. Under no circumstances shall the Commission grant a variance to allow a use not permissible under the terms of this ordinance in the zone involved, or any use expressly or by implication prohibited by the terms of this ordinance.
- 13.08 Notice. Within 10 days after a decision the Administrative Official shall provide the applicant with written notice of the decision of the Commission.
- 13.09 Limit on a Variance Permit. Unless otherwise provided in the final decision granting a variance, a variance granted pursuant to this Section shall run with the land and associated approvals granted in conjunction with the variance. Further, the variance shall automatically transfer to any new owner or occupant subject to all conditions of approval.
- 13.10 Appeals. Appeals from the decision of the Commission shall be in accordance with the procedures in Section 12, Administrative Procedures.
- 13.11 Resubmission of Variance Application. An application for a variance that was denied wholly or in part by the Commission may not be resubmitted for a period of 1 year from such denial, unless approved by the Administrative Official upon showing of good cause.

SECTION 14.00

Conditional Uses

Purpose: In addition to development intended for a zone there are uses that are specified as conditional uses because of their public convenience, necessity, unique nature, or their effect on the Comprehensive Plan. A conditional use listed in a zone may be permitted, enlarged, or altered provided that the conditional use would be reasonably compatible with and have minimal impact on the livability and appropriate development of an abutting property surrounding neighborhood, and to the purpose and intent of the Comprehensive Plan.

- 14.01 Commission
- 14.02 Administrative Official
- 14.03 Application
- 14.04 Public Hearing
- 14.05 Criteria for Granting a Conditional Use
- 14.06 Permit Conditions
- 14.07 Existing Conditional Uses
- 14.08 Conditional Use and Concurrent Variances
- 14.09 Notice
- 14.10 Appeals
- 14.11 Time Limit of a Conditional Use Permit
- 14.12 Resubmission of a Conditional Use Application

SECTION 14.00

Conditional Uses

- 14.01 Commission. The Commission is authorized to conduct public hearings on an application for a conditional use. In addition to conditions imposed to ensure compliance with the standards, criteria and requirements expressly required by this ordinance, the Commission may impose additional conditions the Commission considers necessary to protect the best interest of the affected zone and the city as a whole.
- 14.02 Administrative Official. The Administrative Official is authorized to set for public hearing before the Commission those written applications for a conditional use permit.
- 14.03 Application. A property owner may initiate a request for a conditional use permit by filing with the Administrative Official on forms provided and paying the appropriate posted fee.
- 14.04 Public Hearing. Public hearings before the Commission shall be in accordance with the procedures in Section 12, Administrative Procedures.
- 14.05 Criteria for Granting a Conditional Use.
- (A) The proposal will be consistent with the provisions of the Development Ordinance, the underlying land use zone, and other applicable policies of the city.
 - (B) Taking into account location, size, design, and operation characteristics, the proposal will have minimal adverse impact on the livability, value, and appropriate development of abutting properties and the surrounding area compared to the impact of development that is permitted outright.
 - (C) The location and design of the site and structures for the proposal will be as attractive as the nature of the use and its setting warrants.
 - (D) The proposal will preserve assets of particular interest to the community.
- 14.06 Permit Conditions. The Commission when permitting a new conditional use or the alteration of an existing conditional use, may impose those conditions it finds necessary to avoid detrimental impact and to otherwise protect the best interest of the surrounding area and the city as a whole (See Section 12). These conditions may include, but are not limited to, the following:
- (A) Limiting the manner in which the use is conducted, including restricting the time an activity may take place and restraints to minimize such environmental effects as noise, vibration, air pollution, glare, and odor.
 - (B) Establishing a special yard or other open space, lot area, or dimension.
 - (C) Limiting the height, size, or location of a building or other structure.
 - (D) Designating the size, number, location, and nature of vehicle access points.
 - (E) Increasing the amount of street dedication, roadway width, or improvements within the street right-of-way.
 - (F) Designating the size, location, screening, drainage, surfacing, or other improvements of a parking area or truck loading area.

- (G) Limiting or otherwise designating the number, size, location, height, and lighting of signs.
- (H) Limiting the location and intensity of outdoor lighting and requiring its shielding.
- (I) Requiring diking, screening, landscaping, or another facility to protect adjacent or nearby property and designating standards for its installation and maintenance.
- (J) Designating the size, height, location, and materials for a fence.
- (K) Protecting and preserving existing trees, vegetation, water resources, wildlife habitat or other significant natural resources.
- (L) Other conditions to permit the development of the city in conformity with the intent and purpose of the conditional classification of uses.

- 14.07 Existing Conditional Uses. In the case of a use existing prior to the effective date of this ordinance and classified in this ordinance as a conditional use, a change in the use or in lot area or an alteration of structure shall conform with the requirements for a conditional use development permit.
- 14.08 Conditional Use and Concurrent Variances. Variances may be processed concurrently and in conjunction with a conditional use application and when so processed will not require an additional public hearing or additional filing fee.
- 14.09 Notice. Within 10 days after a decision has been rendered with reference to a conditional use permit, the Administrative Official shall provide the applicant with written notice of the decision of the Commission.
- 14.10 Appeals. Appeals from the decision of the Commission shall be in accordance with the procedures in Section 12, Administrative Procedures.
- 14.11 Time Limit of a Conditional Use Permit. The term of an approved conditional use development permit is 2 years. The Commission may extend such term for a period not to exceed 1 additional year, if upon written application, justification can be found and approved by the Commission.
- 14.12 Resubmission of Conditional Use Application. An application that was denied wholly or in part by the Commission may not be resubmitted for a period of 1 year from such denial, unless approved by the Administrative Official upon showing of good cause.

SECTION 15.00

Amendments

Purpose: Changes and amendments to the comprehensive plan and development regulations will be necessary from time to time. It is the purpose and intent of this section that amendments include changes and revisions to the adopted Development Ordinance and other legally adopted land use control documents, and corrections and changes in the Official Zoning Map, zone designations, and adjustments to zoning district boundaries.

- 15.01 Commission
- 15.02 Administrative Official
- 15.03 Application
- 15.04 Public Hearing
- 15.05 Criteria of Recommending an Amendment
- 15.06 Final Action by the Council
- 15.07 Record of Amendments
- 15.08 Effective Date of Amendments
- 15.09 Appeals
- 15.10 Limitations of Reapplication
- 15.11 Protest Petitions

SECTION 15.00

Amendments

- 15.01 Commission. The Commission is authorized to conduct public hearings on all amendments to development regulations. The Commission shall consider amendments if initiated by the Commission, either on its own or at the request of Council, or upon the petition of a majority of the property owners in the area proposed for change. A recommendation by the Commission shall be forwarded to Council.
- 15.02 Administrative Official. The Administrative Official is authorized to set for public hearing before the Commission, written petitions of property owners for amendments, and those initiated by either the Commission or Council.
- 15.03 Application. The request by a property owner (other than the City) for an amendment to this ordinance or zoning map shall be accomplished by filing an application with the Administrative Official using forms prescribed and paying the posted fee.
- 15.04 Public Hearing. Public hearings before the Commission shall be in accordance with the procedures in Section 12, Administrative Procedures.
- 15.05 Criteria of Recommending an Amendment:
- (A) The requested change is in conformance with the City's adopted Comprehensive Plan.
 - (B) That there was a mistake or an update needed in the original ordinance or map.
 - (C) That the conditions in the area have changed since adoption of the ordinance and/or zoning map.
 - (D) The amendments will not interfere with the development or value of other land in the vicinity.
 - (E) The amendment will not be detrimental to the general interest of the city and that there is a public need for the amendment.
 - (F) That there is no other appropriately zoned property that could be used.
 - (G) That the amendment will not over-burden existing and future capacity of public facilities.
 - (H) That the amendment complies with applicable state and federal laws and regulations.
 - (I) That the amendment complies with the Urban Growth Boundary and Policy Agreement existing between the City and Marion County.
- 15.06 Final Action by Council. The Commission, having conducted a public hearing on the proposed amendment shall within 15 days after the hearing, recommend to Council approval, disapproval, or modified approval of the proposed amendment. After receiving the recommendation of the Commission, Council shall hold a public hearing on the proposed amendment.
- 15.07 Record of Amendments. The Administrative Official shall maintain records of

amendments to the text and zoning map of this ordinance.

- 15.08 Effective Date of Amendments. Amendments are final following the action and order resulting from the public hearing by Council
- 15.09 Appeals. Appeals from any action by Council may be taken as provided by Oregon law.
- 15.10 Limitation of Reapplication. Denials of a proposed amendment shall not be reconsidered within 1 year following a previous denial.
- 15.11 Protest Petitions. When a proposed amendment affects the zoning classification of property, and in case a protest against such change is signed by the owners of 20 percent or more, either of the area of the lots included in such proposed change, or of those immediately adjacent, or in the rear thereof extending 300 feet therefrom, or of those directly opposite thereto extending 150 feet from the street frontage of such opposite lots, then such amendment shall not become effective except by the favorable vote of 3/4 of the entire governing body.

SECTION 16.00

Zone Change

- 16.01 Zone Change
- 16.02 Initiation of a Zone Change
- 16.03 Notice of Public Hearing for Zone Change
- 16.04 General Conduct of Hearing
- 16.05 Action by the Commission
- 16.06 Final Action by Council
- 16.07 Continuances
- 16.08 Effective Date of Zone Change
- 16.09 Appeals

SECTION 16.00

Zone Change

- 16.01 Zone Change. A zone change is a reclassification of any area from one zone or district to another. A proposed zone change must be reviewed and a recommendation made by the Commission. A zone change must be made by an ordinance enacted by Council. All zone changes will have at least two public hearings; one before the Commission and one before Council. A zone change also requires a Comprehensive Plan amendment if the zone change does not comply with the Comprehensive Plan Map.
- 16.02 Initiation of a Zone Change. A zone change and proceedings of such a change may be initiated as one of the following:
- (A) A zone change may be initiated by resolution by Council. Council shall not initiate any proceedings unless the zone change is in the public interest. In such a case, the Administrative Official shall refer the resolution to the Commission, and set a date, time, and place for the hearing as provided in Section 16.03.
 - (B) A zone change may be initiated by a property owner or by persons purchasing property under contract. Procedure for a zone change by petition is as follows:
 - 1. The application shall set forth the names of the owners of all property within 250 feet of the boundary of the property proposed for a zone change, the mailing addresses, and the description of their properties as it appears on the most recent assessment and tax roll of Marion County, or as it appears in the deed records of the county, if such records be later. Property owned by the City shall not be deemed as part of the affected area.
 - 2. The application shall contain a description of the property sought for a zone change and shall be accompanied by a plat showing the location of all property in the affected area.
 - 3. Attached to the application shall be the affidavit of the person(s) preparing the application and list of names and addresses of owners therein and that no name of any property owner in the affected area is omitted from the list. The certificate of an abstract or title company duly incorporated under the laws of Oregon shall be deemed a compliance with this provision.

A petition must be filed within 60 days after the making of such affidavit or certificate. All property owners signing the petition shall acknowledge the same before a Notary Public or some other official authorized to make acknowledgments, and the certificate of the Notary Public or other official shall be attached to the petition; or in lieu of having the signers of the petition acknowledge before a Notary Public or other officer, the person(s) circulating the petition may execute and file with the petition an affidavit to the effect that such person(s), or as he certified, that each name was signed freely, voluntarily, without undue influence of any nature, and under no misrepresentation as to facts.

4. An application for a zone change shall be filed with the Administrative Official, who shall, within 5 days, check the application and determine whether the same is signed by the property owners requesting a zone change and contains the required plat and list of names. The Administrative Official shall then fix the public hearing date before the Commission as provided in Section 16.03.

16.03 Notice of Public Hearing for Zone Change. Whenever a resolution proposing a zone change is adopted by Council, or whenever the Commission initiates any such change, or an application is submitted by a property owner is deemed sufficient, the Administrative Official shall set the proposed change for a public hearing before the Commission, giving notice to all persons particularly interested and to the general public. The hearing shall be set within 30 days of the filing of the request. The notice shall set forth the time and place of the hearing and the nature of the zone change proposed. Such notice shall be given in the following manner:

- (A) When the zone change or reclassification of property is proposed by Council or the Commission, notice of the public hearing shall be given by posting the notice in three conspicuous places within the affected area within not less than 10 days prior to the date of the hearing.
- (B) For a zone change or reclassification proposed by a petition, a post card or letter containing the notice shall be mailed not less than 20 days prior to the date of the hearing to each property owner within the affected area; provided, that failure of any such owner to receive any notice shall not affect the validity of the proceedings.
- (C) For a zone change that would limit or prohibit uses previously allowed in the zone, written notice shall be provided to the owner of every property in the zone as shown in the county tax roll. The notice shall:
 1. Contain the following language in boldfaced type extending from the left-hand margin to the right-hand margin across the top of the face page of the notice: This is to notify you that Aumsville has proposed a land use regulation that will affect the permissible uses of your land.
 2. Contain substantially the following language in the body of the notice: On (date of public hearing), (city) will hold a public hearing regarding the adoption of Ordinance Number _____. The City has determined that adoption of this ordinance will affect the permissible uses of your property and may reduce the value of your property.

16.04 General Conduct of Hearing. Refer to Section 12 of this ordinance.

16.05 Action by the Commission. After its final public hearing on a proposed zone change, the Commission shall forward to Council its decision and include in its decision, findings of fact to support the public health, safety, and welfare by relating to, but not limited to the following:

- (A) That the change is in conformance with the Aumsville Comprehensive Plan, or that there was a mistake in the amended plan, or conditions in the area have changed since adoption of the amended plan. This includes both the plan map,

and the goals, objectives, and policies of the plan.

- (B) That there is a public need for the proposed use or zone.
- (C) That this need will best be met by a zone change of the property in question as compared with other property.
- (D) That there is no other appropriately zoned property in the city that could be used.
- (E) That the range of uses allowed by the proposed zone will not over-burden existing and future capacity of public facilities.

When the report of the Commission is filed with Council on any proposed zone change, the Administrative Official shall set the date, time, and place for the hearing, a brief description of the property for which a zone change is sought, and the nature of the zone change sought. The Administrative Official shall also give notice of the public hearing by posting a notice in three conspicuous places within the affected area and by publishing such notice in a local newspaper of general circulation in Marion County not less than 3 times in any daily newspaper or not less than 1 time in any other newspaper at least 7 days prior to the public hearing. At the hearing before Council, all persons who are affected by the proposed change, or are of the general public, shall be afforded an opportunity to be heard, either by counsel, in person, or by written testimonial.

- 16.06 Final Action by Council. Any zone change or reclassification of property shall be by ordinance, which shall be passed by Council. Any denial of a proposed zone change shall be by resolution. Whenever any premises are reclassified as to zone, or a new zone established, or boundary lines of a zone changed, the Official Zoning Map shall be changed.
- 16.07 Continuances. Any hearing before the Commission or Council may be continued from time to time.
- 16.08 Effective Date of Zone Change. After a public hearing is held by Council, the zone change shall be effective 30 days following the adoption of the ordinance.
- 16.09 Appeals. An appeal from a decision of Council is to the Land Use Board of Appeals as provided by state law.

SECTION 17.00

Annexations

Purpose: Land within the Urban Growth Boundary (UGB) of the city of Aumsville, as indicated on the city's Comprehensive Plan Map, is considered available for annexation. This section provides for a timely and orderly process to determine and adjust city limits boundaries to best meet the needs of the city.

- 17.01 Commission
- 17.02 Administrative Official
- 17.03 Application
- 17.04 Public Hearings
- 17.05 Criteria to be Applied
- 17.06 Final Action by Council
- 17.07 Record of Annexation
- 17.08 Effective Date of Annexation
- 17.09 Limitation of Reapplication

SECTION 17.00

Annexations

- 17.01 Commission. The Commission is authorized to conduct public hearings on all proposed annexations and shall forward its findings, conclusions, and recommendations to Council within 15 days following the closing of the public hearing.
- 17.02 Administrative Official. The Administrative Official shall set the public hearing before the Commission a petition for annexation.
- 17.03 Application. Other than a City-initiated annexation, an annexation petition shall be accomplished by filing the petition with the Administrative Official, using forms prescribed and paying the posted fee.
- 17.04 Public Hearings. Public hearings before the Commission and Council shall be in accordance with the procedures in Section 12, Administrative Procedures. Marion County shall be notified of all annexation applications and be provided the opportunity to review and comment.
- 17.05 Criteria to be Applied:
- (A) The annexation proposal complies with the city Comprehensive Plan, or amendments to that effect can be achieved.
 - (B) The annexation will provide development that is at present unable to be met by existing available land in the city.
 - (C) There is a present and future capacity of public services to accommodate future development of the annexed area.
 - (D) The annexation is in the best interest of the city.
 - (E) If an election is required, the majority of eligible voters called upon to vote have consented to the annexation.
 - (F) The property is located adjacent to the Aumsville city limits.
- 17.06 Final Action by Council. After receiving the findings, conclusions, and recommendation of the Commission, Council shall set and hold a public hearing on the proposed annexation. Council may approve the annexation if it concludes that it complies with the criteria described in Section 17.05 and any requirements of state law. If an election on the annexation is required, Council shall submit the proposed annexation to the voters of the area proposed for annexation or the voters of the city, or both, at a general election or at a special election to be held for that purpose.
- 17.07 Record of Annexation. The Administrative Official shall maintain records of annexations to the city's Comprehensive Plan text and map and the city's zoning map.

- 17.08 Effective Date of Annexation. An annexation is final on the date it is filed with the Oregon Secretary of State. The City will file an annexation ordinance with the Secretary of State within 30 days of the expiration of the appeal period following the City Council decision. If an appeal of Council's decision is filed, the City shall withhold filing of this document until the appeal is legally resolved.
- 17.09 Limitation of Reapplication. Reapplications for annexation shall not be reconsidered within 1 year following a final order by Council.

SECTION 18.00

Off-Street Parking and Loading

- 18.01 New and Existing Facilities to Provide Parking and Loading
- 18.02 Reduction of Required Parking Area
- 18.03 Parking Location, Shared Parking, and Driveways
- 18.04 Off-Street Vehicular Parking Requirements
- 18.05 Off-Street Automobile and Bicycle Parking Requirements
- 18.06 Off-Street Loading Requirements
- 18.07 Exceptions to Loading Requirements
- 18.08 Parking and Loading Development Standards
- 18.09 Parking and Loading Plan Required
- 18.10 Construction
- 18.11 Bicycle Parking
- 18.12 Parking and Storage of Certain Vehicles

SECTION 18.00

Off-Street Parking and Loading

- 18.01 New and Existing Facilities to Provide Parking and Loading. Off-street vehicular parking areas, off-street loading areas, and bicycle parking facilities shall be provided and maintained:
- (A) For any new building or structure erected.
 - (B) For additional seating capacity, floor area, guestrooms, or dwelling units added to any existing building or structure.
 - (C) When the use of the building or structure is changed and would require additional parking areas under the provisions of this ordinance. This change in parking shall only apply if the required increase exceeds 25% of the existing number of spaces.
 - (D) For handicapped: One parking space at each area of public access.
- 18.02 Reduction of Required Parking Area. Off-street parking and loading areas which existed on the effective date of this ordinance shall not be reduced below the required minimum as set forth in this ordinance.
- 18.03 Parking Location, Shared Parking, and Driveways. Off-street parking and loading areas shall be provided on the same lot with the main building or structure or use, except that in any non-residential zone, parking areas may be located off the site of the main building, structure, or use if it is within 500 feet of such site on an adjacent parcel, provided the adjacent parcel is not a residential use in the commercial zone.
- (A) Off-Site Parking. Except for single-family, duplex, and Multi-family dwellings, the vehicle parking spaces required by this section may be located on another parcel of land, provided the parcel is within a reasonable walking distance of the use it serves. The distance from the parking area to the use shall be measured from the nearest parking space to a building entrance, following a sidewalk or other pedestrian route. The right to use the off-site parking must be evidenced by a recorded deed, lease, easement, or similar written instrument.
 - (B) Mixed Uses. If more than one type of land use occupies a single structure or parcel of land, the total requirements for off-street automobile parking shall be the sum of the requirements for all uses, unless it can be shown that the peak parking demands are actually less (e.g., the uses operate on different days or at different times of the day). In that case, the total requirements shall be reduced accordingly.
 - (C) Shared Parking. Required parking facilities for two or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that the owners or operator show that the need for parking facilities does not materially overlay (e.g., uses primarily of daytime versus nighttime nature), and provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument establishing joint use.
 - (D) Credit for On-Street Parking. The amount of off-street parking required shall be reduced by one off-street parking space for every on-street parking space

adjacent to the development. On-street parking shall follow the established configuration of existing on-street parking, except that angled parking may be allowed for some streets, where permitted by City and/or County standards. On-street parking is not intended to replace off-street residential requirements. The following constitutes an on-street parking space:

1. Parallel parking, each 24 feet of uninterrupted curb;
 2. 45 degree diagonal, each with 10 feet of curb;
 3. 90 degree (perpendicular) parking, each with 10 feet of curb;
 4. Curb space must be connected to the lot which contains the use;
 5. Parking spaces that would not obstruct a required clear vision area, nor any other parking that violates any law or street standard; and
 6. On-street parking spaces credited for a specific use may not be used exclusively by that use, but shall be available for general public use at all times. No signs or actions limiting general public use of on-street spaces is permitted.
- (E) Shared Driveway Access: Where parking is provided for two or more uses, structures, or parcels of land, access needs may be satisfied by use of a common or shared driveway to the extent that the right of joint use is evidenced by a recorded deed, contract, or similar written instrument establishing joint use and maintenance.
- (F) Magazine Parking: Magazine Parking shall only count as one parking space for the purpose of determining conformance to the required number of parking spaces.

18.04 Off-Street Vehicular Parking Requirements.

- (A) If several uses occupy a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the requirements for the several uses computed separately.
- (B) Required parking shall be available for parking of operable passenger vehicles of residents, customers, and employees only, and shall not be used for the storage or display of vehicles or materials.

18.05 Off-Street Automobile and Bicycle Parking Requirements.

- (A) Criteria Used in Determining Parking Requirements. The criteria used include the following:
1. Number of equivalent dwelling units.
 2. Square Footage of a Facility or Building. Unless otherwise noted, when square feet are specified, the area measured shall be the net floor area of the building's primary use, but shall exclude any space within a building used for off-street parking, loading, or service functions not primary to the use. For example, net floor area for a restaurant is limited to the dining area.
 3. Capacity or Number of Persons. When the requirements are based on the number of: (a) Employees — it shall be determined on the basis of the number of persons working on the premises during the largest shift at peak season; (b) Sleeping facilities or beds provided — it shall be determined on the basis of the maximum number of persons to be

accommodated or beds available.

4. Persons at Maximum Occupancy. The number used shall be determined on the basis of the maximum occupancy for the shift.

(B) Parking Requirements

Off-street parking for vehicles and bicycles shall be provided based on the following table. Vehicle parking space improvements shall comply with provisions in Section 18.03 and bicycle parking improvements shall comply with provisions in Section 18.11.

VEHICLE AND BICYCLE PARKING SPACE REQUIREMENTS

	Land Use Activity	Vehicle Spaces	Bicycle Spaces	Measurement
A.	1, 2, and 3 family dwellings	2 spaces per dwelling unit	0	None
B.	Accessory dwelling units	2 spaces per ADU if equal to or over 400 square feet. 1 space per ADU if under 400 square feet.		
C.	Multi-family dwellings	2 spaces per dwelling unit	1	Per two dwelling units
D.	Hotel, motel, boarding house	1 space per guest room plus 1 space for the owner or manager	1	Per 20 guest rooms
E.	Club, lodge	Spaces sufficient to meet the combined minimum requirements of the heaviest uses being conducted, such as hotel, restaurant, auditorium, etc.	1	Per 20 vehicle spaces
F.	Hospital, nursing home	1 space per two beds and 1 space per 2 employees	1	Per 20 vehicle spaces
G.	Churches, auditorium, stadium, theater	1 space per 4 seats or every 8 feet of bench length	2	Per 20 vehicle spaces
H.	Elementary, junior high school	2 spaces per classroom, plus off-street loading facility	3	Per classroom
I.	High school	1 space per classroom and one space per employee, plus off-street loading	1	Per classroom
J.	Bowling alley, skating rink, community center	1 space per 100 sq. ft. plus 1 space per employee	1	Per 20 vehicle spaces

	Land Use Activity	Vehicle Spaces	Bicycle Spaces	Measurement
K.	Retail store, except as provided in "L"	1 space per 400 sq. ft. plus 1 space per 2 employees	1	Per 20 vehicle spaces
L.	Service or repair shop, retail store handling exclusively bulky merchandise, such as automobiles or furniture	1 space per 800 sq. ft. of gross floor area, plus 1 space per 2 employees	1	Per 30 vehicle spaces
M.	Bank; office buildings; medical and dental clinic	1 space per 300 sq. ft. of gross floor area, plus 1 space per 2 employees	1	Per 20 vehicle spaces
N.	Eating and drinking establishment except a Mobile Food Vendor. See 18.05(S)	1 space per 4 seats or every 8 feet of bench length, plus 1 space per 2 employees	1	Per 20 vehicle spaces
O.	Wholesale establishment	1 space per 1,000 sq. ft. of gross floor area, plus 1 space per 700 sq. ft. of retail area	1	Per 30 vehicle spaces
P.	Municipal and governmental	1 space per 600 sq. ft., plus 1 space per 2 employees	3	Per 10 vehicle spaces
Q.	Manufacturing and processing:	One space per employee during the largest shift, <u>plus,</u>		
	1. 0-24,900 sq. ft.	1 space per 700 sq. ft.	3	Per 30 vehicle spaces
	2. 25,000-49,999 sq. ft.	1 space per 800 sq. ft.	3	Per 30 vehicle spaces
	3. 50,000-79,999 sq. ft.	1 space per 1,000 sq. ft.	3	Per 30 vehicle spaces
	4. 80,000-199,999 sq. ft.	1 space per 2,000 sq. ft.	5	Per 30 vehicle spaces
	5. 200,000 sq. ft. and over	1 space per 3,000 sq. ft.	8	Per 30 vehicle spaces
R.	Warehousing and storage distribution, terminals	One space per employee during the largest shift, <u>plus,</u>		
	1. 0-49,999 sq. ft.	1 space per 3,000 sq. ft.	6	Per 30 vehicle spaces

	2. 50,000 sq. ft. and over	1 space per 5,000 sq. ft.	5	Per 30 vehicle spaces
S.	Mobile Food Vendor			
	Short Term - Open in one location for less than a 72-hour period, or open not more than three hours a day in any one location	No parking required		
	Medium Term – Open in one location for more than a 72-hour period but less than 45 days in a 6-month period	1 space required		
	Long Term – Any period of time not meeting the definition of Short or Medium term	Parking required as required for a restaurant See Section 18.05.N		
	Required parking may not displace parking required for another use.			

18.06 Off-Street Loading Requirements. Off-street loading spaces for commercial and industrial buildings shall require a minimum loading space size of 10 feet wide, 25 feet long, and 14 feet high, in the following manner:

1. Up to 20,000 square feet of gross floor area 250 square feet
2. 20,000 to 50,000 square feet of gross floor area 500 square feet
3. Over 50,000 square feet of gross floor area 750 square feet

18.07 Exceptions to Loading Requirements. The Commission may waive the off-street loading requirements for any commercial or industrial building or use when it has been determined that the building or use is of a kind not requiring the loading or unloading or delivery of merchandise or other property by commercial trucks or delivery vehicles.

18.08 Parking and Loading Development Standards. All parking areas shall be developed and maintained as follows:

- (A) Location. The required yard areas adjacent to a street shall not be used for parking or loading areas, except a residential driveway. The interior yards, other than those adjacent to a street, may be used for parking and loading areas when such yard areas have been developed for that purpose and are not at variance with this ordinance.

- (B) Surfacing. All driveways, parking, and loading areas shall be paved with asphalt or concrete surfacing and shall be adequately designed, graded, and drained.
- (C) Surfacing for Residential Uses. All driveways, parking spaces, and vehicle and recreational vehicle storage areas shall be paved with asphalt or concrete surfacing matching existing surfaces and shall be adequately designed, graded, and drained. Unless prohibited by the building design (e.g., a garage running parallel to a street) all parking and storage spaces shall run perpendicular to the adjacent street and shall not reduce minimum landscaping area requirements.
- (D) Size of parking spaces and driveways:
 1. A driveway for residential use shall be a minimum width of 10 feet.
 2. One-way drives shall have a minimum improved width of at least 12 feet, exclusive of parking spaces.
 3. Two-way drives shall have a minimum improved width of at least 20 feet, exclusive of parking spaces.
 4. The minimum width of any parking space shall be 10 feet, exclusive of driveways.
 5. The minimum length of any parking space shall be 20 feet, exclusive of driveways.
 6. [Developments with requirements that exceed 100 spaces may reduce spacing size following the chart below. In no case will the full-size spaces be reduced to below 25% of the required spaces. Should no compact spaces be used, mid-size spaces will not exceed 75% of the required spaces. Of the required spaces rounding up to the nearest whole number.](#)

<u>Developments requiring more than 100 spaces</u>	<u>Compact not to exceed 5%</u>	<u>Mid-size not to exceed 75%</u>	<u>Full size must include 25%</u>
	<u>8'x18'</u>	<u>9'x19'</u>	<u>10'x20'</u>

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[.of the required spaces, rounded down to the nearest whole number, up to foot to a minimum of 9 feet wide by 19 feet long \(defined as a minimum of 8 feet wide by 18 feet long\) spaces, rounded down to the nearest whole number](#)

- (E) Screening. When any parking or loading area is within or adjacent to any residential zone, such parking or loading area shall be screened from all residential properties within an ornamental fence, wall, hedge, or other form of landscaping of at least 4 feet in height, but not more than 6 feet in height. Screening shall not encroach into vision clearance areas as required and screening shall be continuously maintained and protected from damage from vehicles using the parking areas. (See Sections 7 and 22)
- (F) Lighting. Any illumination of a parking or loading area shall be so arranged as to be directed entirely onto the loading or parking area and shall be deflected away from residential use, and shall not cast a glare or reflection onto moving vehicles or a public right-of-way.
- (G) Single-Family Driveways. On a lot developed with a single-family dwelling, only

one driveway is allowed per street frontage unless the frontage is over 100 feet in length.

- (H) **Maximum Parking Allowed.** With the exception of properties with single-family homes and duplexes, no site shall be permitted to provide more than thirty percent in excess of the minimum off-street vehicle parking required by Section 18.05.

18.09 **Parking and Loading Plan Required.** Applications for hearing before the Commission for development permits shall submit a parking and/or loading plan, drawn to scale, and showing:

- (A) Access to street(s), both ingress and egress.
- (B) Location of individual parking spaces.
- (C) Location of existing and proposed buildings.
- (D) Proposed screening.
- (E) Proposed lighting.
- (F) Surface markings and/or signs for traffic flow and space designations.
- (G) Vehicles leaving the property from a parking area shall enter the street in a forward motion.
- (H) Proposed bicycle parking plan.

18.10 **Construction.** It shall be required that all approved parking, loading, and bicycle parking areas shall be completed and available for use at the time of final inspection or issuance of an occupancy permit.

18.11 **Bicycle Parking.** At a minimum, bicycle parking facilities shall be consistent with the following design guidelines:

- (A) Bicycle parking shall be convenient and easy to find. Where necessary, a sign shall be used to direct users to the parking facility.
- (B) Each bicycle parking space shall be at least 2 feet by 6 feet with a vertical clearance of 7 feet.
- (C) An access aisle of at least 5 feet between bicycle spaces shall be provided in each bicycle parking facility.
- (D) Bicycle parking facilities shall offer security in the form of either a lockable enclosure in which the bicycle can be stored or a stationary object, i.e., a "rack", upon which the bicycle can be locked. Structures that require a user-supplied lock shall accommodate both cables and U-shaped locks and shall permit the frame and both wheels to be secured (removing the front wheel may be necessary). Note: businesses may provide long-term, employee parking by allowing access to a secure room within a building, although additional short-term customer parking may also be required.
- (E) The rack shall support the bicycle in a stable position without damage.
- (F) Rows of bicycle racks shall not exceed 20 feet in length. Rows shall be separated at least 5 feet.

18.12 **Parking and Storage of Certain Vehicles:**

- (A) Automobile vehicles or trailers of any kind or type without current license plates shall not be parked or stored on any residentially zoned property other than in

- completely enclosed buildings or in developed parking areas.
- (B) Recreational vehicles, except in a manufactured home park and where specifically permitted by this ordinance, may not connect to City water or sewer.
 - (C) Recreational vehicles stored on private property and not connected to City sewer and water may be occupied no more than 10 days per 30-day period. The City Administrator may permit occupancy longer than 10 days in a 30-day period in cases of unique hardship, in cases of temporary housing related to construction, or in cases where other special circumstances exist. Permission must be in writing, must describe the special circumstance, must state the specific time period occupancy may occur, and cannot grant an exception for more than a 6-month period unless authorized by Council.

SECTION 19.00

Signs

- 19.01 Purpose
- 19.02 Definitions
- 19.03 General Provisions
- 19.04 Signs Generally Permitted
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- 19.06 Signs in Residential Zones
- 19.07 Signs in Commercial, Industrial, and Interchange Development Zones
- 19.08 Review Procedures
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- 19.10 Variances - Signs

SECTION 19.00

Signs

19.01 Purpose.

The purpose of the sign code is to:

- (A) Approve the installation, construction, alteration, and repair of business signage to protect the safety, property, and welfare of the public; to improve the neat, clean, orderly, and attractive appearance of the community
- (B) Improve the effectiveness of signs to identify and advertise businesses
- (C) Eliminate signs that demand, rather than invite, public attention

The goals are accomplished by reviewing, approving, and issuing permits for permanent and temporary signage, educating the public on sign code requirements, and investigating specific violations where illegal signs are erected with or without permit.

19.02 Definitions.

Signs: Any writing, including letter, word, or numeral; pictorial presentation, including mural, illustration, or decoration; emblem, including device, symbol or trademark; flag, including banner or pennant; or any other device, figure or similar thing which is a structure or any part thereof, or is attached to, painted on, or in any other manner represented on a building or structure or device; and is used to announce, direct attention to, or advertise; and is visible from any public right-of-way. Sign does not include house numbers. For purposes of Section 19 et seq., the following definitions apply:

Building Frontage: For the purpose of determining allowable sign area in a commercial district, the building frontage is the full width of the building wall where the primary customer entrance is located. This is generally facing the public street, but may face an internal parking lot. If there is more than one major customer entrance with entrances on differing frontages, only the single longest frontage is used to determine allowable sign area.

Canopy Sign: A sign hanging from a canopy or eave, at any angle relative to the adjacent wall, the lowest portion of which is at least 8 feet above the underlying grade.

Flashing Sign: A sign any part of which pulsates or blinks on and off, except time and temperature signs and message signs allowed by conditional use.



Figure 1 - Free Standing Sign

Free-Standing Sign: A sign supported by one or more uprights, poles, or braces placed in or upon the ground.

Graffiti: Markings, such as initials, slogans, or drawings, written, spray-painted, or sketched

on a sidewalk, wall of a building, or public restroom, or the like.

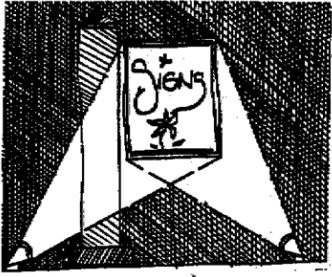


Figure 2 - Indirect Illumination

Incidental Signs: A sign, not temporary, which is normally incidental to the allowed, address signs, nameplate signs, warning or prohibition signs, directional signs, and signs of a similar nature.

Indirect Illumination: A source of illumination directed toward such sign so that the beam of light falls upon the exterior surface of the sign.

Integrated Shopping Center: A unified complex with three or more commercial establishments occupying three or more distinct spaces in a single building or three or more freestanding buildings on a single property or on separate properties but with the business frontages all facing a common parking area.

Message Sign: A sign which can change its message electronically and is designed to display various messages, including but not limited to signs displaying time and temperature. Messages and illumination of sign should not constitute a hazard by the intervals of display.

Monument Sign: A square or rectangular sign that sits directly on the ground without pole or uprights located at the entrance to a shopping center, business park, or residential development.

Off-Site Sign: A sign which advertises goods, products, businesses, services, or facilities which are not sold, manufactured, or distributed on or from the property or facilities on which the sign is located.

Portable Sign: Any sign that is not originally designed to be permanently affixed to a building, structure, or the ground. A sign originally designed,

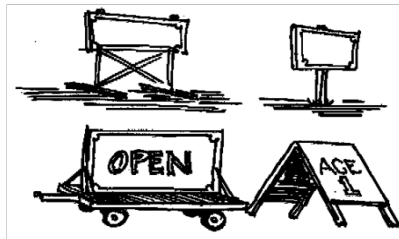


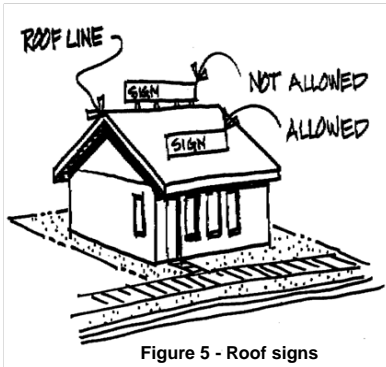
Figure 3 - Portable Signs

regardless of its current modification, to be moved from place to place. These signs primarily include, but are not limited to, signs attached to wood or metal frames and designed to be self-supporting and movable, and also including trailer reader boards. Portable signs are not to be considered temporary signs as defined and used in this ordinance.



Figure 4 – Projecting Sign

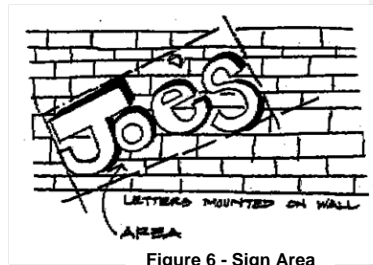
Projecting Sign: A sign the face of which is not parallel to the wall on which it is mounted, projecting more than 12 inches from a structure.



Roof Sign: A sign or any portion of which is displayed above the highest point of the roof, whether or not such a sign also is a wall sign.

Sign Alteration or Altered: Any change in the size, shape, method of illumination, position, location, construction, or supporting structure of a sign. A change in sign copy or sign face alone shall not be considered an alteration.

Sign Area: The area of a sign shall be the entire area within any type of perimeter or border which encloses the outer limits of any writing, representation, emblem, figure, or character. If the sign is enclosed in a frame or cabinet, the area is based on the inner dimensions of the frame or cabinet surrounding the sign face. When a sign is on a base material and attached without a frame, such as a wood board or Plexiglas panel, the dimensions of the base material are to be used. The area of a sign having no such perimeter, border, or base material shall be computed by enclosing the entire area within a parallelogram or a triangle of the smallest size sufficient to cover the entire message of the sign and computing the area of the parallelogram or the triangle. For the purpose of computing the number of signs, all writing included within such a border shall be considered one sign, except for multi-faced signs on a single sign structure, which shall be counted as one sign per structure. The area of multi-faced signs shall be calculated by including only 1/2 the total area of all sign faces.



Temporary Sign: A new business is allowed a temporary sign for a period of 90 days. This sign must be constructed in a professional manner such as a printed banner, A-frame, or sandwich board sign. Temporary signs cannot exceed the facilities' allowable sign square footage. Within that time a sign permit must be obtained to replace with permitted signage.



Figure 7 - Temporary Sign

Wall Sign: A sign attached to, erected against, or painted on a wall of a building or structure, with the exposed face of the sign in a plane approximately parallel to the face of said wall and not projecting more than 12 inches. A sign painted on an awning in which the face of the sign is approximately parallel to and within 3.5 feet of the wall shall also be considered a wall sign.



Figure 8 - Wall Sign

Story: That portion of building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and ceiling or roof above. If the finished floor level directly above a basement, cellar, or unused under-floor space is more than 6 feet above grade as defined herein for more than 50 percent of the total perimeter or is more than 12 feet above grade as defined herein at any point, such basement, cellar, or unused under-floor space shall be considered a story. (See Definitions, Basement/Cellar. See also Illustrations).

Street: A public road; or right-of-way dedicated, deeded, or condemned, other than an alley; or driveway, which affords the principal means of access to abutting property, including avenue, place, way, drive, land, boulevard, highway, road, and other thoroughfare. The word "street" shall include all arterial highways, freeways, traffic collector streets, road systems, and local streets.

19.03 General Provisions:

- (A) Conflicting Standards. Signs shall be allowed subject to the provisions of this section, except when these provisions conflict with the specific standards for signs in the subject zone.
- (B) Uniform Sign Code. All signs shall comply with the provisions of the Uniform Sign Code of the Uniform Building Code.
- (C) Sign Clearances. A minimum of 8 feet above sidewalks and 15 feet above driveways shall be provided under freestanding or wall-mounted signs that project over a sidewalk.

19.04 Signs Generally Permitted. The following signs and sign work are permitted in all zones. These signs shall not require a permit, and shall not be included when determining compliance with total allowed area:

- (A) Painting, change of sign face or copy, and maintenance of signs legally existing. If structural changes are made, if the sign is no longer conforming with the intent of the code, or there is a change of use, the sign shall conform in all respects with these regulations.
- (B) Temporary signs that fall under the intent of the definition for temporary signs.
- (C) Real estate signs not exceeding 6 square feet in residential zones and 16 square feet in commercial and industrial zones, which advertise the sale, rental, or lease of premises upon which the sign is located. Real estate signs may be used up to two years without a permit.
- (D) Signs posted by or under governmental authority, including legal notices, traffic, danger, no trespassing, emergency, directional, and signs related to public services or safety and civic events. It is at the discretion of the City to determine what signage may fall in this category.
- (E) Incidental signs that do not exceed a total of 2 square feet and fall under the definition and intent of this code.
- (F) Flags on permanent flag poles that are designed to allow raising and lowering of the flags.
- (G) Signs within a building.
- (H) In a commercial zone, signs painted or hung on the inside of windows.

- (I) One sign not exceeding 5 square feet giving the name, occupation, or both of the occupant or the home occupation of the occupant of the residentially used property.
- (J) Sign Permit Exemption. Unless otherwise stated within this section all signs must obtain a sign permit.

19.05 Prohibited Signs. The following signs are prohibited:

- (A) Roof signs.
- (B) Signs that emit odor, visible matter, or sound; however, an intercom system for customers remaining in their vehicles, such as used in banks and "drive through" restaurants, shall be allowed.
- (C) Signs that use or employ side guy lines of any type.
- (D) Signs that obstruct any fire escape, required exit, window, or door opening used as a means of egress.
- (E) Signs closer than 24 inches horizontally or vertically from any overhead power line or public utility guy wire.
- (F) No vehicle or trailer shall be parked on a public right-of-way or public property, or on private property so as to be visible from a public right-of-way which has attached thereto or located thereon any sign or advertising device for the basic purpose of providing advertisement of products or directing people to a business or activity located on the same or nearby premises. This provision applies where the primary purpose of a vehicle is for advertising purposes and is not intended to prohibit any form of vehicular sign, such as a sign attached to a motor vehicle which is primarily used for business purposes, other than advertising.
- (G) Rotating/revolving signs, except by conditional use permit.
- (H) Private signs that project into or over driveways and public rights-of-way, except signs under a canopy that projects over a public sidewalk and the sign is not less than 8 feet above the sidewalk.
- (I) Signs that obstruct required vision clearance area or obstruct a vehicle driver's view of official traffic control signs and approaching or merging traffic, or which present a traffic hazard.
- (J) Signs that interfere with, imitate, or resemble any official traffic control sign, signal, or device, emergency lights, or appears to direct traffic, such as a beacon light.
- (K) Signs attached to any pole, post, utility pole, or placed on its own stake and placed into the ground in the public right-of-way.
- (L) Any sign on unimproved property,
- (M) Any illegible sign or sign that has 25% or more of its surface destroyed, defaced, missing, or inaccurately represents the name or nature of the current business(es) occupying the structure.
- (N) New or relocated off-site signs within the city limits are prohibited.
- (O) Graffiti.

19.06 Signs in Residential Zones. The following regulations apply to signs in the Residential Single-Family and Residential Multi-Family Zones.:

- (A) Maximum Number. Any combination of wall, canopy, or free-standing signs not exceeding the sign area and height limitations of this section.
- (B) Maximum total sign area for property on which the building or buildings are located:
 - 1. Single-family and two-family (duplex) dwelling - 6 square feet provided total sign area on a free-standing sign shall be limited to a maximum of 4 square feet.
 - 2. Multiple family dwelling - 24 square feet provided total sign area on a freestanding sign shall be limited to a maximum of 18 square feet.
- (C) Maximum Sign Height:
 - 1. Wall, canopy, or window sign - 4 feet.
 - 2. Freestanding sign - 6 feet.
- (D) Location:
 - 1. Wall, canopy, or window sign - shall be set back from the property lines of the lot on which it is located the same distance as the building containing the permitted use. A sign flush with the fence (not a projecting sign) shall meet the applicable standards for fences (see Section 22).
 - 2. Freestanding sign - where fences are allowed (see Section 22).
- (E) Illumination: Signs may only be indirectly illuminated by a concealed light source, shall not remain illuminated between the hours of 11:00 p.m. and 6:00 a.m., and shall not flash, blink, fluctuate, or produce glare.

19.07 Signs in Commercial, Industrial, and Interchange Development Zones. The following regulations apply to signs in the Commercial, Industrial, and Interchange Development zones:

- (A) Total allowed area:
 - 1. The total allowed area of signage shall be equal to 1.5 times the length of the building frontage up to a maximum of 150 square feet.
 - 2. The sign area of a freestanding, monument, or projecting sign is determined by the sign area of one side of the sign. The opposite side is not included in the computation of total sign area.
 - 3. A freestanding sign shall not exceed the allowable sign area for the property or 40 square feet of sign area, whichever is less.
 - 4. A monument sign shall not exceed the allowable sign area for the property or 60 square feet of sign area, whichever is less.
- (B) Number of Signs:
 - 1. One freestanding, monument, or projecting sign is allowed per street frontage.
 - 2. There is no limit on the number of wall or canopy signs as long as the total allowable sign area is not exceeded.
- (C) Maximum sign height:
 - 1. Wall and canopy signs shall not project above the parapet or roof eaves.
 - 2. Freestanding Signs - maximum total height of 20 feet.
 - 3. Monument Signs – maximum total height of 8 feet.
 - 4. Projecting Signs. The vertical height of a projecting sign which projects beyond 3 feet 6 inches from the face of a building to which it is attached

is limited to 3 feet at 8 feet clearance. An additional 4 inches of sign height is allowed for each additional foot of clearance above 8 feet, up to a maximum sign height of 5 feet. The vertical height of a projecting sign which projects 3 feet 6 inches or less from the face of a building to which it is attached is not limited, except that it shall not project more than 1 foot above the roof line at the wall, or top of the parapet wall, whichever is higher.

(D) Location:

1. Wall signs may project up to 12 inches from the building.
2. Freestanding Sign and Monument Signs. No limitation except shall not project over street right-of-way and shall comply with requirements for vision clearance areas and special street setbacks.
3. Projecting Sign. Maximum projection of a sign shall be limited to 4 feet 6 inches provided, however, that where you have a projecting sign located on a corner approximately halfway from the 2 building faces serving 2 street frontages, the maximum projection is 5 feet 6 inches.

(E) Special Provisions:

1. Corner Building: a building sited on the corner of two public streets may have an additional amount of wall sign area equal to 25% of the allowable sign area based on the longest building frontage. In this bonus circumstance, the total computed allowable sign area shall not exceed 187.5 square feet. No more than 75% of the allowable sign area including the 25% bonus area may be located on any single building wall. For example, if the total allowed sign area, including the bonus area, is 160 square feet, no more than 120 square feet of sign area may be located on a single building frontage.
2. Integrated Shopping Center: an Integrated Shopping Center may share one single freestanding sign per street frontage. Such a joint freestanding sign shall not exceed 100 square feet. Each individual business is still allowed a total sign area of 1.5 times the business frontage for wall, projecting, and canopy signs.

19.08 Review Procedures.

- (A) Permit Required. No property owner, lessee, or contractor shall construct or alter any sign, other than changing the sign copy or design without expanding the sign area, without first obtaining a valid sign permit.
- (B) Current Signs. Owners of conforming or non-conforming signs existing as of the date of adoption of this ordinance are not required to obtain a permit.
- (C) Permit Fees. Permit fees shall be established from time to time by Council resolution.
- (D) Application Requirements. An application for a sign permit shall be made on a form prescribed by the City. The application shall include, at a minimum, a sketch drawn to scale indicating the proposed sign and identifying existing signs on the premises, the sign's location, graphic design, structural and mechanical design, and engineering data which ensures its structural stability. The application shall also contain the names and address of the sign company, person authorizing erection of the sign and the owner of the subject property.

The City shall issue a permit for a sign unless the sign is in violation of the provisions of these regulations or other provisions of this ordinance. Sign permits mistakenly issued in violation of these regulations or other provisions of this ordinance are void. The City may revoke a sign permit if the City finds that there was a material and misleading false statement of fact in the application for the permit.

- (E) Design, Construction, and Maintenance. All signs shall be designed, constructed, and maintained according to the following standards:
1. All signs shall comply with the applicable provisions of the Uniform Building Code in effect at the time of the sign permit application and all other applicable structural, electrical and other regulations. The issuance of a sign permit under these regulations does not relieve the applicant of complying with all other permit requirements.
 2. Except for banners, flags, temporary signs, and window signs conforming in all respects with the requirements of these regulations, all signs shall be constructed of permanent materials and shall be permanently attached to the ground, a building, or other structure by direct attachment to a rigid wall, frame, or structure.
 3. All signs shall be maintained in a good structural condition and readable at all times.
 4. The owner shall be responsible for its erection and maintenance and its compliance with the provisions of these regulations or other laws or ordinances regulating signs.

19.09 Non-conforming Signs.

- (A) Alteration of Non-conforming Sign Faces. When a non-conforming sign face is damaged or destroyed by fire, flood, wind, or other calamity or act of nature, must be replaced conforming to current sign standards. A sign structure or support mechanisms so damaged shall not be replaced except in conformance with the provisions of these regulations.
- (B) Abandoned Signs. All signs for a business shall be removed within 30 days after that business ceases to operate on a regular basis, and the entire sign structure or structures shall be removed within 6 months of such cessation of operation. Illegal and abandoned signs that are not removed or are erected in violation of this ordinance may be removed by the City of Aumsville following notice to the property owner. The property owner will be assessed the cost of sign removal if the owner fails to remove the non-conforming, illegal, or abandoned sign and the City exercises its authority under this provision. Existing signs from a previous business must be permitted by the City under current sign standards for a new business.

19.10 Variances – Signs. Any allowance for signs not complying with the standards set forth in these regulations shall be by variance. Variances to Section 19 et seq. will be processed according to the procedures in Section 13, but the criteria in Section 13 shall not be used. The following criteria shall be used to review and decide sign variance applications:

- (A) There are unique circumstances or conditions of the lot, building, or traffic

- pattern such that the existing sign regulations create an undue hardship;
- (B) The requested variance is consistent with the purpose of the chapter as stated in Section 19.01;
 - (C) The granting of the variance compensates for those circumstances in a manner equitable with other property owners and is thus not a special privilege to any other business. The variance requested shall be the minimum necessary to compensate for those conditions and achieve the purpose of this section;
 - (D) The granting of the variance shall not decrease traffic safety nor detrimentally affect any other identified items of public welfare;
 - (E) The variance will not result in a special advertising advantage in relation to neighboring businesses or businesses of a similar nature. The desire to match standard sign sizes (for example, chain store signs) shall not be listed or considered as a reason for a variance; and
 - (F) The variance request shall not be the result of a self-imposed condition or hardship.

SECTION 20.00

Land Divisions

- 20.00 LAND DIVISIONS**
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- 20.02 Building Requirements
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- 20.05 Public Use Areas and Parks
- 20.06 Property Line Adjustment
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- 20.08 Decision Criteria
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- 20.10 Effective Date of Final Approval
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SECTION 20.00

Land Divisions

- 20.01 General Provisions. No lot or parcel shall be divided except in compliance with this ordinance, Chapter 92 of the Oregon Revised Statutes, and the City of Aumsville's Comprehensive Land Use Plan.
- 20.02 Building Requirements. A building permit shall not be issued for any lot or parcel in the city unless the lot or parcel was legally created, and no residential building permits shall be issued until adequate city services and utilities are available to service the proposed dwelling.
- 20.03 Approval of Final Plats and Maps. The Administrative Official shall have the authority to approve final plats where there is substantial conformance with the approved preliminary plan or plat. A review of the Administrative Official's decision on substantial conformance can be requested by Administrative Official or the applicant. This review will be determined by the Planning Commission and the Administrative Official will follow the Planning Commission's recommendation in approving or disapproving the final plat. The Planning Commission's decision is final, subject to review only as provided in ORS 34.010 to 34.102.
- 20.04 Expiration of Land Division Approval, Time Extension, and Phasing. A partitioning or subdivision plat shall be recorded within one year of the date of issuance of an Aumsville Public Works Type B Permit, and within five years of the city land division approval Notice of Decision. This deadline may be extended by the Commission for a period up to one year; provided an extension request is made at least 30 days prior to the one-year Type B Permit or five-year deadline. Only one such time extension shall be granted. Failure to comply with the required deadlines shall require the submittal of a new land division application.
- (A) Phasing of a subdivision shall be permitted. The one-year from issuance of a Type B Permit recordation requirement shall apply to all phases of the development; however, the total time for all stages shall not exceed five years, unless extended in accordance with this section. Portions platted after passage of the first year may require modification to comply with changes in the Comprehensive Plan, Development Ordinance, or other implementing regulations.
- 20.05 Public Use Areas and Parks.
- (A) Land for Public Park, Open Space, or Greenway. The provision of public spaces for parks, playgrounds, and other open space is essential for the sound and healthy development of residential areas. The City may require the dedication or reservation of such other areas or sites of a character, extent, and location suitable to the needs created by such development for parks, public utility facilities, or other public purposes.

1. For a residential land division (partition or subdivision) where the site is 2.0 gross acres or larger, the developer shall designate an area of not less than 7% of the site as a public park, open space, or greenway.
 2. For a residential development that includes multi-family dwelling units (apartments, townhouses, residential care, etc.), where the site is 2.0 gross acres or larger, the developer shall designate an area of not less than 7% of the site as a public park, open space, or greenway.
 3. For residential development on a site that is smaller than 2.0 gross acres, the City may require dedication of up to 7% of the site for a greenway, open space, or public park if the development site is located adjacent to an existing public school, public park, greenway, open space, or sensitive land (wetlands, flood plain, etc.) and the City concludes the dedication is a logical extension of the existing public property or open space.
 4. The City may, at its sole discretion, require the park, open space, or greenway to be dedicated to the City or another public agency. Dedication may be either by dedication on a plat, deed, through conservation easement or similar device. In lieu of dedication, the City may require the designated park, open space, or greenway to be owned and maintained by the property owner or a homeowner's association.
 5. In lieu of dedicating or designating land for park or open space purposes under this section, the City may require the developer pay a fee in lieu of dedication in an amount proportionate to the value of the open space that would otherwise be required under this section.
 6. Location.
 - (a) Where the development site is adjacent to an existing public park, school, greenway, open space, or other publicly owned property, the proposed park shall be contiguous to or connected to the existing public property.
 - (b) Where a proposed public park, greenway, or open space area shown in the Aumsville Parks Master Plan, is located in whole or in part in a development site, the City may require the dedication or reservation of this area.
 - (c) Notwithstanding subsections 1, 2, and 3 above, areas along Mill Creek or Highberger Ditch may be more suitably handled through conservation easement whereby areas along the stream can be set aside as open space to maintain riparian areas as habitat and where streamside pathway development may be provided. In such cases, the City may require the developer record a conservation easement in lieu of open space designation or dedication.
- (B) Standard for Dedication of a Public Park, Greenway, and/or Open Space. The amount of land recommended for designation or dedication as a park, greenway, or open space is based on a standard of 8.5 acres of park land per 1,000 residents. The actual amount of land shall be proportional to the impact of the residential development project.

20.06 Property Line Adjustment. A property line adjustment is a modification to lot lines or a parcel boundary that does not result in a new lot or parcel. Property line adjustment includes the elimination of a common property line between abutting properties also known as the consolidation. It is recommended that the applicant confer with the City regarding application requirements.

20.07 Submittal Requirements. The following information and material must be submitted by the applicant:

- (A) An application for a property line adjustment shall be submitted on forms provided by the City to the Administrative Official and accompanied by the appropriate fee. The application must be signed by the owners of all lots affected by the application.
- (B) The application shall be accompanied by a preliminary plat drawn to scale of not less than 1 inch equals 50 feet nor more than 1 inch equals 200 feet, and containing at a minimum, the following:
 - 1. Appropriate identification stating the drawing is a preliminary plat.
 - 2. North point, scale, and date.
 - 3. Name and addresses of landowners, applicants, engineer, surveyor, planner, architect, or other individuals responsible for the plan.
 - 4. Map number and tax lot or tax account number of the subject properties.
 - 5. The proposed boundary lines and approximate area of the subject property created before and after the adjustment.
 - 6. Dimensions and size in square feet or acres of all proposed parcels.
 - 7. The approximate location of existing streets, easements, or rights-of-way adjacent to, or within, the subject property, and existing improvements on the property and important features such as political boundary lines.

20.08 Decision Criteria. The following criteria apply to all property line adjustments:

- (A) The property line adjustment cannot create an additional unit of land.
- (B) Following the property line adjustment, all lots or parcels must comply with size and dimensional standards of the applicable land use district. For non-conforming properties, the adjustment shall not increase the degree of non-conformance of the subject property or surrounding properties. Any proposal that will create a non-conformity with zoning standards shall be required to obtain approval of an appropriate variance (Section 13) prior to approval of a property line adjustment.
- (C) If there are existing structures on the parcels, the property line adjustment may not result in a setback violation.

20.09 Review Process. A property line adjustment is subject to Type I review. After a property line adjustment is approved, the new boundary becomes effective only after one of the following steps is completed:

- (A) A metes and bounds legal description of the adjusted lots is recorded with the Marion County Clerk; or
- (B) If required by ORS Chapter 92, a final plat and boundary survey are prepared and all new boundaries are monumented as required by ORS Chapters 92 and 209. The final plat is submitted to the City for appropriate signatures consistent

with ORS Chapter 92. After signatures are received, the applicant files the final plat in the County Clerk's office and returns 3 copies to the City.

- 20.10 Effective Date of Final Approval. The approval process for a property line adjustment shall become final upon completion of the appropriate requirement in Section 20.09. Final approval constitutes the appropriate approval necessary before a development permit can be issued.
- 20.11 Expedited Land Division. In lieu of the partition procedures in Section 20.13, an applicant may apply for an expedited land division. The procedures and criteria for an expedited land division are contained in Oregon Revised Statutes, 197.360 to 380. Any application for an expedited land division shall describe the manner in which the proposed division complies with each of the criteria contained in ORS 197.360 and be accompanied by the fee set by Council for such application.

20.12 Partition Requirements

- 20.13 Partition. A partition is the creation of three or fewer parcel lots from one parent lot or parcel within a calendar year. It is recommended that the applicant confer with the City regarding application requirements. If a partition results in the creation of a large parcel that can be subsequently divided so that there is the potential to create more than three parcels from the original parcel that meet minimum lot area requirements, the request shall be processed as a subdivision and subject to the design and improvement standards for a subdivision.
- 20.14 Application. A partition application shall be submitted on a form provided by the City and include the appropriate application fee along with 12 copies of a preliminary plan together with 12 copies of any supplementary material.
- 20.15 Review. A partition shall be processed as a Type I-B application.
- 20.16 Preliminary Plat. The preliminary plat for a partition shall include the following information and data:
- (A) The plan shall be drawn on good quality paper no smaller than 8 ½" by 11" , nor larger than 18" by 24".
 - (B) The scale of the drawing shall be appropriate to the area and sufficient to show the details of the plan and related data. A scale of 1"= 50' or 1"= 100' is suggested.
 - (C) A list of owners by address and telephone numbers within 250 feet of the property to be divided.
 - (D) North arrow and date.
 - (E) Locations, names, pavement widths, and right-of-way of existing and proposed streets as well as access points.
 - (F) The locations, widths, and purposes of all existing and proposed easements.
 - (G) The location of all existing and proposed storm sewers, sanitary sewers, and other utilities on and abutting the property.
 - (H) Natural features, such as rock outcroppings, marshes, wetlands, wooded areas,

and within buildable areas, trees over 12" in diameter measured at 4 1/2 feet above the ground.

- (I) The location of property within the 100 year flood plain and other areas subject to flooding or ponding.
- (J) An indication of the degree and approximate direction of the slopes.
- (K) The dimensions of all existing and proposed lot lines.
- (L) The proposed lot sizes in either square feet or acres.
- (M) The location and present uses of all structures to remain and those to be removed.
- (N) The proposed uses of the parcels and any deed restrictions.
- (O) Location of the partition by Section, Township, and Range, and a legal description adequate to locate the boundaries of the proposed partition.
- (P) A legend that clearly defines lines, patterns, symbols, and other patterns used on the plat.
- (Q) A title block identifying the preliminary plat as "PROPOSED PARTITION".

20.17 Decision Criteria. Approval of a partition application requires compliance with the following criteria:

- (A) Each parcel shall satisfy the dimensional standards of applicable zoning district, unless a variance from these standards is approved.
- (B) Public facilities are available to serve the existing and newly created parcels at maximum zoned density.
- (C) The partitioning shall comply with the applicable design criteria in Section 20.
- (D) The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required, the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.

20.18 Process for Final Plat Approval. Upon final approval of a tentative partition plat, the following shall apply to complete the partitioning process:

- (A) Survey Submitted: Within 1 year of the final decision approving a preliminary plat, a final survey of the approved plat shall be recorded. The final partitioning plat shall be completed by a registered land surveyor and comply with all applicable provisions contained in ORS Chapter 92.
- (B) Final Approval: The mayor, City Administrator, and city engineer are authorized to sign a final partitioning plat if the partition plat is consistent with the approved preliminary plat, and if the conditions of approval have been satisfied. One recorded copy of the survey plat shall be marked "APPROVED" and retained for the City's files.
- (C) Recording of Approved Plat Required: No building permit shall be issued, or parcel sold, transferred, or assigned until the final approved plat has been recorded with the County Clerk. The applicant shall be responsible for all recording fees.

20.19 Effective Date for Final Plat Approval. An approved partition shall become final upon the recordation of the approved partition plat under ORS 92.120 together with any

required documents with the County Clerk. An approved partition plat is void one year after issuance of the development permit if it is not recorded. Final approval constitutes the appropriate approval necessary before a development permit can be issued.

20.20 General Provisions.

- (A) Partition approval is valid in perpetuity, upon recording of the final surveyed plat.
- (B) No parcel within an approved partition may be redivided within the same calendar year in which it was recorded, except through the subdivision process.

20.21 Subdivision Requirements

20.22 Subdivision. A subdivision is the creation of four or more lots from one parent lot or parcel within a calendar year. It is recommended that the applicant confer with the City regarding application requirements.

20.23 Application. The applicant shall complete an application on a form provided by the City and pay the appropriate application fee along with 10 copies of a preliminary plan together with 10 copies of any supplementary material.

20.24 Public Hearing. Subdivisions shall be processed as a Type III application. Upon a determination that the application is complete, a public hearing shall be scheduled before the Commission and Council.

20.25 Preliminary Plat. A subdivision application shall include the following information and data:

- (A) Vicinity Map: At reduced scale, show the proposed subdivision in relation to the adjacent area showing existing subdivisions, streets, and tract lines of acreage land parcels; the names of the recorded owners of all land parcels within 100 feet or farther if necessary to assist in locating the proposal.
- (B) Names and addresses of the owner(s), engineer, and surveyor.
- (C) Location of proposal by Section, Township, and Range, and a legal description sufficient to define the location and boundaries of the proposal according to the real estate records of the County Assessor.
- (D) Date, northpoint, and scale of drawing at either 1" = 50' or 1" = 100'.
- (E) Name of the subdivision. This name must not resemble the name of any other development within the city or within 5 miles of Aumsville.
- (F) The location, widths, and names of both open and unopened streets within or adjacent to the proposed subdivision, together with easements and other important features such as section lines, section corners, city boundary lines, monuments, railroad rights-of-way.
- (G) The location in the adjoining streets or property of existing sewers and water mains, culverts and drainpipes, electric conduits or lines proposed to be used on the property to be subdivided, and invert elevations of sewers at points of proposed connections.
- (H) Zoning on and adjacent to the proposed subdivision.
- (I) Existing uses of the property and adjacent property within 250 feet, including

- locations of all existing structures to remain on the property.
- (J) Lot layout with approximate dimensions and proposed lot numbers.
 - (K) Location, width, directions, and flow of all water courses.
 - (L) Contour lines and the elevations of all control points, which are used to determine the contours.
 - (M) Location of properties within the 100 year flood plain, and the location of and direction of drainageways or easements and the location of areas subject to flooding and the locations of properties subject to inundation or stormwater overflow within or adjacent to the proposed subdivisions.
 - (N) The direction of slope by means of arrows or other suitable means.
 - (O) Natural features such as rock outcroppings, marshes, wetlands, wooded areas, and within buildable areas, trees over 12 inches in diameter measured at 4½ feet from the ground.
 - (P) The location, size, and use of all contemplated and existing public areas within the proposed subdivision and a description of the adaptability of the area for uses contemplated. Areas for public use approved by the Council shall be dedicated for such use and indicated on the final plat before recording.
 - (Q) Proposed streets: Location, widths, names, approximate radii of curves as well as required bikeways and pedestrian facilities. The relationship of all streets to any projected streets as shown on the Transportation System Plan (TSP) or any development plan adopted by Council.
 - (R) Easements located on the site or abutting property, showing the width and purpose of all easements.
 - (S) Proposed land uses.
 - (T) Proposed deed restrictions or covenants.
 - (U) Total acreage in the subdivision and the percent of land dedicated to the public, not including easements.
 - (V) All public improvements proposed to be installed and the approximate time installation is desired.
 - (W) Any special improvement to be made by the developer shall be submitted to the Commission and Council with sufficient detail as is practical.
 - (X) Supplementary information, plans, and details:
 1. Approximate center line profiles with extensions for a reasonable distance beyond the limits of the proposed subdivision showing the finished grade of streets and the nature and extent of street construction.
 2. A plan for showing the proposed placement of meter boxes.
 3. A plan for flood control, including profiles of proposed drainageways.
 4. If lots are to be graded, a plan showing the nature of cuts and fills and information on the character of the soil.
 5. Construction signs: For subdivisions under construction, the greater of 16 square feet (32 if in an RM zone) or 2 square feet per lot or property for sale, up to a maximum of 100 square feet in sign area. The maximum dimension of such sign shall not exceed 20 feet. Such sign may be used for only a period of 1 year. The Administrative Official may extend the time up to an additional year if construction or sale of property or homes continues during that time.

- (Y) A legend that clearly defines lines, patterns, symbols, and other patterns used on the plat.

20.26 Decision Criteria. Approval of a subdivision application requires compliance with the following criteria:

- (A) The overall dwelling density shall be consistent with policies contained in the Comprehensive Plan.
- (B) Each lot shall satisfy the dimension standards of the applicable zoning district, with the exception of the following:
 - (A) The applicant may submit a variance as a part of the subdivision request to modify dimension requirements.
 - (B) For subdivisions exceeding 10 lots, up to 20% of the lots may be reduced in area by a maximum of 10%, provided, the average lot size for the entire subdivision meets or exceeds the minimum lot size required in the underlying zone.
- (C) Adequate public facilities including sewer, water, transportation, parks, and telecommunications shall be available to serve the newly created lots and transportation shall be coordinated with the school district. The subdivision shall comply with applicable requirements of Section 22.
- (D) The subdivision shall comply with the applicable design criteria in Section 20.
- (E) The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required, the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.
- (F) The application complies with the most recent version of the Oregon Fire Code, including Appendix C and Appendix D.

20.27 Process for Final Plat Approval. The applicant shall complete a final plat. The plat shall conform to the survey requirements contained in ORS Chapter 92. Upon receipt of the final plat, the Administrative Official shall determine its substantial conformity with the Council's approval of the tentative plat. The Administrative Official shall advise the developer of any changes or additions to be made. The developer shall have a reasonable time in which to correct and resubmit the final plat. When the final plat substantially conforms to all conditions and requirements as set forth by the Council's approval the developer shall take the following actions:

- (A) The final plat shall be signed and dated by the mayor, City Administrator, and city engineer.
- (B) As required by ORS 92.110, obtain the approval signatures of the Board of Director's, or Board's delegate, of any irrigation district, drainage district, water control district, or district improvement company if the subdivision is within such district.
- (C) Obtain the signatures of approval of the County Board of Commissioners.
- (D) Obtain the approval signature of the County Assessor certifying that all taxes on the property have been paid or bonded for in accordance with state law.
- (E) Deliver the approved plat and accompanying documents to the County Clerk for

recording.

- (F) Deliver, before submittal of building permit applications, four 11" x 17" photocopies of the recorded plat, an 18" x 24" blueprint, and subdivision as-built drawings to the City.

20.28 Effective Date for Final Plat Approval. The effective date and approval process for a subdivision shall become final upon the recording date of the approved final subdivision plat, recorded in accordance with Oregon Revised Statutes. A final subdivision plat is void one year after signature approval if it is not recorded. Recording of the final plat and compliance with Section 20.31 (F) constitutes the appropriate approval necessary before a building permit can be issued. Unless the final plat is recorded within the timelines in Section 20.04, it shall be resubmitted as a new land division application, which may require changes or alterations deemed necessary because of changed conditions within the general area of the subdivision.

20.29 General Provisions:

- (A) Subdivisions that are not phased subdivisions may require modification to comply with changes in the Comprehensive Plan, Development Ordinance, or other implementing regulations if construction is not complete after one year from the recording of the final plat.
- (B) Improvements/Bonding: Prior to issuance of a building permit, all improvements required by the conditions of approval shall be constructed or the construction shall be guaranteed through a performance bond or other instrument acceptable to the city attorney. Phasing of the improvements and development costs shall be permitted.
- (C) Council or the Administrative Official may withhold or delay the final approval until a field check of the proposed subdivision has been made by the City.
- (D) The approval of the final plat does not constitute or effect an acceptance by the public of the dedication of any street or other easement shown on the plat.

20.30 Replatting

20.31 General Provisions:

- (A) Replatting. Replatting is the act of platting the lots, parcels, or easements in a recorded subdivision or partition plat to either reconfigure the existing subdivision or partition; or, increase or decrease the number of lots within a subdivision.
- (B) Applicability. Replats shall only apply to recorded partition or subdivision plats.
- (C) Partial Replatting. A replatting request may apply to the entire partition or subdivision, or, to only a portion of a partitioning or subdivision.
- (D) Authority. The Commission shall have the authority to review and approve proposed replats of a recorded plat.
- (E) Utilities.
 - 1. Replats may be used to realign, reduce, or omit utility easements.
 - 2. Affected utility companies or public agencies shall be notified of a replat request affecting utility easements. Notification shall be consistent with

notice requirements provided to adjacent property owners. Any utility company or public agency that desires to maintain an easement subject to vacation must notify the City in writing within 14 days of the mailing of the notice.

- (F) Effect of Replat.
 - 1. Replats shall not act to vacate any recorded covenants or restrictions.
 - 2. Replats shall not prevent the vacation actions permitted in ORS Chapters 271 or 368.
 - 3. Replats shall not serve to vacate any public street or road.

20.32 Replat Process/Procedures:

- (A) Replat Review Procedures. A replat of a recorded subdivision or partition plat shall be reviewed as a new request for a subdivision or partition and shall be subject to all provisions of this chapter. This requirement shall also include applicable public hearing and notice requirements.
- (B) Final Replat Review. Final review of a replat shall comply with the final plat review procedures for a partitioning or subdivision, whichever is applicable to the request.

20.33 Exception:

- (A) Building Permits Not Meeting Parcel Requirements. When a building permit authorizes construction that does not meet the parcel requirements of the Development Ordinance, the applicant may treat adjacent lots under the same ownership as a single unit of land, notwithstanding the fact that they are separate legal parcels; and
- (B) Sale of Either Lot Prohibited. Sale of any portion of either lot or parcel prior to bringing the permitted use into compliance with the Development Ordinance requirements will be in violation of the Development Ordinance and is prohibited.

20.34 Design Standards

20.35 Design Standards for Lot and Block:

- (A) Development shall provide for the continuation or projection of existing public streets in surrounding areas or conform with the plan for the neighborhood or any development plan adopted by the Commission.
- (B) Lot arrangement shall be such that there will be no foreseeable difficulties, for reason of topography or other conditions, in securing building permits to build on all lots in compliance with the requirements of this ordinance with the exception of lots designed for open space.
- (C) Lot dimensions shall comply with the minimum standards of this ordinance. When lots are more than double the minimum area designated by the district, the approval authority shall require that such lots be arranged so as to allow further subdivision and the opening of future streets where it would be necessary to serve such potential lots.
- (D) Double frontage lots shall be avoided except where necessary to provide separation of residential developments from streets of collector and arterial

street status or to overcome specific disadvantages of topography and/or orientation. When driveway access from arterials is necessary for several adjoining lots, the Commission shall require that such lots be served by a combined access driveway in order to limit possible traffic hazards on such streets. The driveway should be designed and arranged so as to avoid requiring vehicles to back into traffic on arterials.

- (E) The side property lines of a lot shall, as far as practical, run at right angles to the street upon which it faces, except that on a curved street the side property line shall be radial to the curve.
- (F) Blocks shall not exceed 600 feet between street lines unless the adjacent layout or special conditions justify greater length. Except where topography or other physical features make it otherwise, block widths shall not be less than 200 feet or more than 400 feet.
- (G) Cul-de-sacs shall be as short as possible and shall have a maximum length of 400 feet. In any residential division, no more than 5 lots shall have access on a cul-de-sac bulb except that additional lots may be permitted where one additional off-street parking space is created for each lot which has access on the bulb. The minimum frontage of a lot on a cul-de-sac shall be 20 feet as measured perpendicular to the radius. Cul-de-sacs and dead-end streets shall have turn-arounds with a radius of not less than 45 feet to the curb line.
- (H) Lots are required to have frontage on a public right-of-way. A private access easement does not fulfill this requirement.

20.36 Public Improvements, General Provisions: The standard specifications for construction, reconstruction, or repair of streets, bikeways, sidewalks, streetlights, curbs, gutters, and other public improvements within the city area as approved in the city's Public Works Design and Construction Standards. Unless otherwise provided in the particular specifications for work authorized, public facility work shall be according to the Public Works Design and Construction Standards. The city engineer may make changes or supplements to the Public Works Design and Construction Standards consistent with the application of engineering principles to the conditions in the city. The city engineer shall incorporate amended or new specifications in the Public Works Design and Construction Standards. In the event of discrepancies between these provisions and the Public Works Design and Construction Standards, the Public Works Design and Construction Standards shall apply.

20.37 Streets:

(A) General Provisions.

1. No land use approval or building permit shall be issued unless the development has an approved irrevocable access to a public street. Streets, sidewalks, and bikeways within a development shall be improved in accordance with this ordinance. Any new street or additional street width planned as a portion of an approved street plan shall be dedicated and improved in accordance with this ordinance.
2. Streets shall be created through the approval of a subdivision plat or partition; however, Council may approve the creation of a street by acceptance of a deed provided that such street is deemed essential by

Council for the purpose of general traffic circulation. Such conditions as are deemed desirable and which are not at variance with the objectives of ordinance, may be required by Council prior to the approval of the creation of any street.

3. Development proposals shall provide for the continuation of all streets, bikeways, and pedestrian facilities within the development and to existing and planned streets, bikeways, and pedestrian facilities outside the development.

(B) Location, Width. The location, width, and grade of all streets shall conform to the TSP and shall be considered in their relation to existing and planned streets, to bikeways and pedestrian facilities, to topographic conditions, to public convenience and safety, and in their appropriate relation to the proposed use of the land to be served by such streets. The Aumsville TSP shall take preference over any other approved street plan. Street grades shall be approved by the city engineer who shall give consideration to adequate drainage and traffic safety. Where location of a street is not shown in an approved street plan, the arrangement of streets in a development shall either:

1. Provide for the continuation or appropriate projection of existing principal streets in the surrounding areas; or
2. Conform to a plan for the neighborhood approved or adopted by the Commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical or where no plan has been previously adopted.

In determining the location of new streets in a development or street plan, consideration shall be given to maximizing available solar access for adjoining development sites. Unless otherwise indicated on an approved street plan, the street right-of-way, sidewalk, bikeway, and roadway widths shall not be less than the minimum width in feet shown in the following table. Where a range is indicated, the width shall be determined by the City.

Type of Street	Minimum Right-of-Way Width	Minimum Roadway Width	Sidewalk Width	Bike lane Width
Arterials ¹	60-104 feet	40-84 feet	5 feet	6 feet
Collectors	60-94 feet	40-74 feet	5 feet	6 feet ²
Local ³	60 feet	40 feet	5 feet	
Cul-de-sac	50 feet	40 feet	5 feet	
Cul-de-sac bulb	60 foot radius	45 foot radius	5 feet	

¹ Or consistent with county standards.

² As determined by the City Engineer.

³ Curb extensions will be provided at intersections of local streets subject to approval of the City

(C) Street Extensions. Where necessary to give access to or permit a satisfactory future division of adjoining land, streets shall be extended to the boundary lines of the tract to be developed. A barricade shall be constructed at the end of the

street by the property owners, the cost of which shall be included in the street construction cost; and it shall not be removed by any party until authorized by the City.

- (D) Alignment. As far as practical, streets shall be dedicated and constructed in alignment with existing streets by continuing the centerlines thereof. In no case shall the staggering of streets making "T" intersections be designed such that jogs of less than 200 feet on such streets are created, as measured from the center line of such street.
- (E) Intersections. Streets shall be laid out so as to intersect as nearly as possible at right angles. Proposed intersections of two streets at an acute angle of less than 80 degrees is not acceptable. An oblique street should be curved approaching an intersection to provide at least 100 feet of street at right angles with the intersection. Not more than 2 streets shall intersect at anyone point.
- (F) Dead-end streets longer than 400 feet may be approved by the Commission if no other feasible means is available for development of the property and special provisions are made for public facilities, pedestrian and bicycle circulation, and

emergency service access. The use of cul-de-sacs and other dead-end streets shall be discouraged and shall only be approved upon a showing by the applicant of unusual or unique circumstances justifying the use of such a street.

- 1. In cases where cul-de-sacs are determined to be justified they shall only be permitted subject to the following conditions:
 - (a) There shall be no cul-de-sacs more than 400 feet in length.
 - (b) All cul-de-sacs shall terminate with circular turnarounds, except where the Commission finds that a "pear" or "hammerhead" turnaround is more appropriate given topography, natural or built features, and expected use.
 - (c) An accessway shall be provided consistent with the standards for accessways, as determined by the Commission to be necessary to ensure safe, efficient, and convenient multi-modal access.
- 2. For purposes of this section:
 - (a) "Unusual or unique circumstances" exist when one of the following conditions prevent a required street connection:
 - 1. Excess slope (8% or more);
 - 2. Presence of a wetland or other body of water; or
 - 3. Existing development on adjacent property prevents a street connection.
 - (b) "Accessway" means a walkway that provides pedestrian and or bicycle passage either between streets or from a street to a building or other destination such as a school, park, or transit stop. Accessways generally include a walkway and additional land on either side of the walkway, often in the form of an easement or right-of-way, to provide clearance and separation between the walkway and adjacent uses. Accessways through parking lots are generally physically separated from adjacent vehicle parking or parallel vehicle traffic by curbs or similar devices and include landscaping and lighting. Where accessways cross driveways, they

are generally raised, paved, or marked in a manner which provides convenient access for pedestrians.

- (G) Partial Streets. A partial width street, while generally not acceptable, may be approved where reasonably essential to the development when in conformity with the other requirements of these standards and when it will be practical to require the dedication of the other portion when the adjoining property is developed. Whenever a partial street is adjacent to a tract to be developed, the other portion of the street shall be provided within such tract. Reserve strips may be required to preserve the objectives of partial width streets.
- (H) Existing Streets. Full street improvements to all existing streets adjacent to, within or necessary to serve the development shall be required at the time of partitioning or subdivision unless the developer demonstrates to the satisfaction of the city engineer that the condition and sections of the existing streets meet all city standards and are in satisfactory condition to handle projected traffic loads. The City may allow the developer to record an approved "Waiver of Rights to Remonstrance for Streets and Public Utility Improvements" in lieu of full street improvements where the following criteria are met:
 - 1. The development is a partition; and
 - 2. The existing street to be improved is more than 500 feet from any street or segment with full or 3/4 street improvements; and
 - 3. The existing roadway condition and sections are adequate to handle existing and projected traffic loads; and
 - 4. Existing public utilities (water, sanitary sewer, and storm sewer) located within the existing roadway are adequate, or can be improved without damaging the existing roadway surface.
- (I) 3/4 Street Improvements. 3/4 streets, while generally not acceptable, may be approved in lieu of full street improvements where essential to the reasonable development of an area and when the City finds it to be practical to require the completion of the other 1/4 street improvement when the adjoining property is developed. 3/4 street improvements shall not be allowed unless the following criteria are met:
 - 1. The adjoining land abutting the opposite side of the street is undeveloped; and
 - 2. The adjoining land abutting the opposite side of the street is within city limits and the urban growth boundary; and
 - 3. The proposed street improvement will encompass the entire paved surface of the existing street.
- (J) Slope and Curves. Slope shall not exceed 6 percent on arterials, 10 percent on collector streets, or 12 percent on other streets. Center line radii of curves shall not be less than 300 feet on major arterials, 200 feet on secondary arterials, or 100 feet on other streets, and shall be to an even 10 feet. Where existing conditions, particularly the topography, make it otherwise impractical to provide buildable sites, the Commission may accept steeper grades and sharper curves. In flat areas, allowance shall be made for finished street grades having a minimum slope, preferably, of at least 0.5 percent.
- (K) Railroad Right-of-Way and Intersections.
 - 1. Whenever a proposed development contains or is adjacent to a railroad

right-of-way, provisions may be required for a street approximately parallel to and on each side of the railroad right-of-way at a distance suitable for the appropriate use of the land between each street and the railroad. The distance shall be determined with due consideration at each cross street of the minimum distance required for approach grades to a future grade separation and to provide sufficient depth to allow screen planting along the railroad right-of-way in non-industrial areas.

2. Where an adjacent development results in a need to install or improve a railroad crossing, the cost for such improvements may be a condition of development approval or other equitable means of cost distribution shall be determined by Council.
- (L) Arterial Access. Where a development abuts or contains an existing or proposed arterial street, the development design shall provide adequate protection for residential properties and shall separate residential access and through traffic, or if separation is not feasible, the design shall minimize the traffic conflicts. The design requirements may include any of the following:
1. A parallel access street along the arterial.
 2. Lots of suitable depth abutting the arterial to provide adequate buffering with frontage along another street.
 3. Screen planting at the rear or side property line to be contained in a non-access reservation along the arterial.
 4. Other treatment suitable to meet the objectives of this subsection.
- (M) Private Streets. Private streets are permitted within manufactured home parks and singularly owned developments of sufficient size to warrant interior circulation on private streets. Design standards for private streets shall be established by the city engineer but shall not exceed the requirements for public streets. The Commission may require legal assurance for the continued maintenance of private streets.
- (N) Traffic Signals. The location of planned traffic signals shall be noted on approved street plans. Where a proposed street intersection will result in an immediate need for a traffic signal, a signal that meets approved city specifications shall be installed and the cost may be included as a condition of development approval or other equitable means of cost distribution shall be determined by Council. Where a single development or concurrent group of development will create a need for a traffic signal at an intersection, the cost for such installation may be attached as a condition of development if approved by the Commission.
- (O) Street Names. Except for extensions of existing streets, no street names shall be used which will duplicate or be confused with the name of an existing street. Street names and numbers shall conform to the established pattern in the city and shall be subject to the approval of the City Administrator.
- (P) Street Signs. The City shall install all street signs, relative to traffic control and street names, as specified by the city engineer for any development. The cost of signs and installation shall be included in the project costs, and the City shall be reimbursed for all materials and labor.
- (Q) Bikeways. If appropriate to the extension of a system of bikeways, existing or planned, the Commission may require the installation of separate bicycle lanes

within streets and separate bicycle paths. Where possible, bikeways should be separated from other modes of travel including pedestrians. Minimum width for bikeways shall be 6 feet per travel lane.

- (R) Sidewalks. Except where exempted by Council, sidewalks shall be constructed, replaced, or repaired to city standards and shall be located as follows:
1. On both sides of all city streets to be built at the time of street construction;
 2. On both sides of all previously constructed streets, and in pedestrian easements and rights-of-way and are to be constructed along all portions of the property designated for pedestrian access ways in conjunction with any development of the property. Curbs and sidewalks shall be required for all streets, public or private, access easements, driveways, and other ways used for vehicular travel, which are 24 feet wide or wider.
 3. On one side of any industrial street to be constructed at the time of street construction or after determination of curb cut locations if rolled curbing is not used.
 4. The City may require a planter strip separation of at least 5 feet between curb and sidewalk in the design of any arterial or collector street where parking is prohibited adjacent to the curb, except where the following conditions exist: inadequate right-of-way, curb side sidewalks already exist on predominant portions of the street; and, conflict with utilities.
 5. Sidewalks adjacent to all streets shall be 5 feet in width. Width of sidewalks shall be measured from the back of the curb.
 6. Maintenance of sidewalks and pedestrian walks, curbs, and planter strips shall be the continuing obligation of the adjacent property owner.
 7. Accessways shall be installed when required for cul-de-sac or dead-end streets.
 8. The Public Works Director shall inspect the construction of sidewalks for compliance with the provisions of this ordinance and the Public Works Design and Construction Standards.

20.38 Utilities.

- (A) Undergrounding. Except as otherwise provided, all utility lines, cables, or wires, including but not limited to those used for electricity, communication, street lighting, and cable television, constructed upon or within land subdivided or prepared for development after the effective date of this ordinance, shall be required to be placed underground. The intent of the City is that no poles, towers, or other structures associated with utility facilities shall be permitted on any street or lot within a subdivision. Overhead facilities shall be permitted for the following in which case the above provisions shall not apply:
1. Emergency installations of electric transmission lines or to through feeders operating at distribution voltages which act as a main source of supply to primary laterals and to direct connected distribution transformers and primary loads. Should it be necessary to increase the capacity of major power transmission facilities for service to the area, such new or revised installations shall be made only on rights-of-way or

easements on which existing overhead facilities exist at the time of such capacity increase.

2. Appurtenances and associated equipment such as surface-mounted transformers, pedestal-mounted terminal boxes, meter cabinets, telephone cable closures, connection boxes, and the like.
 3. Structures without overhead wires, used exclusively for fire alarm boxes, streetlights, or municipal equipment installed under the supervision and with the approval of the city engineer.
 4. Power substations, pumping plan, and similar facilities necessary for transmission or distribution of utility services shall be permitted subject to compliance with all zoning regulations and other applicable land use regulations. Plans showing landscaping and screening shall be approved by the Commission for all such facilities prior to any construction being started.
 5. Television antennas.
 6. Industrial developments except for those utility lines, cables, and/or wires providing service to an individual lot. Such lines must be placed underground from the nearest power pole to the facility ultimately being operated on the individual lot. Certain industries requiring exceptionally large power supplies may request direct overhead power as a condition of approval. Underground utilities may be required in industrial park developments and planned developments in industrial districts.
- (B) Future Installations. The owner or contract purchaser of subdivided real property within a subdivision shall provide in the instrument conveying such interest, a covenant not to erect or allow to be erected upon the property conveyed, any overhead utility facilities, except such facilities as are exempt from underground installation. Such covenant shall require grantees to install, maintain, and use underground electric, telephone, cable television, or other utility services used or to be used to serve the premises. A copy of the covenant shall be submitted with the final plat.
- (C) Easements. A property owner proposing a development shall make arrangements with the City and each utility franchise for the provision and dedication of utility easements necessary to provide full service to the development. The standard width for public utility easements adjacent to street right-of-way shall be 7 feet. The minimum width for all other public utility easements shall be 20 feet unless otherwise specified by the utility company or city engineer. Where feasible, utility easements shall be centered on a corner lot.

20.39 Sanitary Sewers.

- (A) General Provisions.
1. Sanitary sewers shall be installed to serve each new development to existing mains.
 2. The city engineer shall approve all sanitary sewer plans and proposed systems prior to issuance of development permits involving sewer service.
 3. Proposed sewer systems shall include consideration of additional

- development within the area as projected by the Comprehensive Plan.
4. Proposed developments shall make provisions for any right-of-way, easement, trunk line, or pumping station specifically designed in an approved master sewerage plan or capital improvements plan. The cost for such provisions shall be assessed as specified in the master sewerage plan or capital improvements plan.
 5. Development permits may be restricted by the Administrative Official where a deficiency exists in the existing sewer system or portion thereof which cannot be rectified within the development and which if not rectified will result in a threat to public health and safety, surcharging of existing mains, or violations of state or federal standards pertaining to operations of the sewage treatment system.

20.40 Storm Drainage.

- (A) General Provisions. The Administrative Official shall issue a development permit only where adequate provisions for storm and flood water run-off have been made as determined by the city engineer. The stormwater drainage system shall be separate and independent of any sanitary sewerage system. Where possible, inlets shall be provided so surface water is not carried across any intersection or allowed to flood any street. Surface water drainage patterns shall be shown on every development proposal plan.
- (B) Easements. Where a subdivision is traversed by a water course, drainageway, channel, or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such water course and such further width as will be adequate for conveyance and maintenance. Streets or parkways parallel to watercourses may be required.
- (C) Accommodation of Upstream Drainage. A culvert or other drainage facility shall, and in each case be large enough to, accommodate potential run-off from its entire upstream drainage area, whether inside or outside of the development. The city engineer shall determine the necessary size of the facility, based on the provisions of the construction standards and specifications and assuming conditions of maximum potential watershed development permitted by the Comprehensive Plan.
- (D) Effect of Downstream Drainage. Where it is anticipated by the city engineer that the additional run-off resulting from the development will overload an existing drainage facility, the Commission shall withhold approval of the development until provisions have been made for improvement of said potential condition.
- (E) Drainage Management Practices. In the absence of a drainage basin master plan, a development may be required to employ drainage management practices approved by the city engineer which would minimize the amount and rate of surface water run-off into receiving streams. Drainage management practices may include, but are not limited to:
 1. Temporary ponding of water.
 2. Permanent storage basins.
 3. Minimization of impervious surfaces.
 4. Emphasizing natural water percolation and natural drain ways.

5. Prevention of water flowing from the roadway in an uncontrolled fashion.
6. Stabilization of natural drainageways as necessary below drainage and culvert discharge points from a distance sufficient to convey the discharge without channel erosion.
7. Run-off from impervious surfaces shall be collected and transported to a natural drainageway with sufficient capacity to accept the discharge.

20.41 Water System. Each development site shall be provided potable water; and fire hydrants and mains shall be installed as required by the fire chief.

20.42 General Provisions:

- (A) Improvements for Partitions. The same improvements shall be installed to serve each building site of a partition as is required of a subdivision. However, if the Commission finds that the nature of development in the vicinity of the partition makes installation of some improvements unreasonable, the Commission shall except those improvements. In lieu of excepting any improvement, the Commission may recommend to Council that the improvements be installed in the area under special assessment financing or other facility extension policies of the city.
- (B) Property Monumentation. Upon completion of a street improvement and prior to acceptance by the City, all property corners shall be re-established and protected.

20.43 Pedestrian/Bicycle Accessways:

- (A) Pedestrian/bicycle accessways shall be provided as follows:
 1. Pedestrian/bicycle access shall be provided in cul-de-sacs to either adjacent streets or undeveloped properties, excluding cul-de-sacs under 300 feet in length.
 2. Pedestrian/bicycle accessways shall be provided to adjacent parks or schools when out of direction travel is more than 400 feet.
 3. Subdivisions shall provide a street connection at least every 600 feet or an accessway every 400 feet to adjacent or parallel streets.
- (B) Pedestrian/Bicycle Accessway Development Standards.
 1. The accessway shall be a 10-foot-wide paved or concrete surface constructed within a 15-foot right-of-way.
 2. The accessway shall be as short as possible. The accessway shall not be more than 250 feet in length. There shall be vision clearance from one end of the accessway to the other end.
 3. The accessway shall be lit.
 4. The pedestrian and bicycle accessway shall be signed.
 5. The accessway shall be dedicated to the public for maintenance and security.
 6. The accessway shall be constructed at sidewalk grade. Ramps from the street to the accessway shall be provided as required by the city engineer.
- (C) The Commission may waive the accessway requirement under any of the following circumstances:

1. Where the establishment of the accessway is contrary to public safety; or
2. Where there are other available ways or absence of any need for such accessways; or
3. Where limited by topography or other natural features.

SECTION 21.00

Site Development Review

- 21.01 Purpose
- 21.02 Application and Fee
- 21.03 Applicability of Provisions
- 21.04 Site Development Review – Application Review Procedure
- 21.05 Site Development Review – Application Submission Requirements
- 21.06 Site Development Review – Approval Criteria
- 21.07 Expiration of Approval
- 21.08 Financial Assurances
- 21.09 Development in Accordance With Permit Approval

SECTION 21.00

Site Development Review

21.01 Purpose. The purpose of this section is to:

- (A) Carry out the development pattern and plan of the City and its Comprehensive Plan policies and related ordinances;
- (B) Provide rules, regulations, and standards for efficient and effective administration of site development review;
- (C) Ensure safe, functional, energy-efficient developments which are compatible with the natural and built environment;
- (D) Resolve potential conflicts that may arise between proposed developments and adjacent uses;
- (E) Promote the public health, safety, and general welfare;
- (F) Lessen or avoid congestion in the streets, and secure safety from fire, flood, pollution, and other dangers;
- (G) Provide adequate light and air, prevent overcrowding of land, and facilitate adequate provisions for transportation, water supply, sewage, and drainage.

21.02 Application and Fee. An application for site development review shall be filed with the Administrative Official and accompanied by the appropriate fee. It shall be the applicant's responsibility to submit a complete application that addresses the review criteria of this section.

21.03 Applicability of Provisions:

- (A) Site development review shall be required for all new developments and modifications of existing developments except:
 1. Regular maintenance, repair, and replacement of materials (e.g., roof, siding, awnings, etc.), parking resurfacing, and similar maintenance and repair;
 2. Single-family detached dwellings (including accessory dwelling units and manufactured homes);
 3. A single duplex, up to two single-family attached units, or a single triplex which is not being reviewed as part of any other development, and parking on the same lot;
 4. Building additions in commercial, industrial, and public zones of not more than 600 square feet and meet condition 5 are still required to meet Business District design standards, subject to Type 1-B review.
 5. Interior modification within an existing building that meets all of the following:
 - (a) A modification (modification of any size in commercial zone requires a building permit) when the change requires less than a 25% net increase in the number of parking spaces required (not existing) for the current use; and
 - (b) A modification or change in use when the change generates less than an average of 100+ trips per day per 1,000 gross square feet of building as documented in the Trip Generation Manual of

the Institute of Transportation Engineers or other qualified source; AND

- (c) The modification or change in use does not create any additional daily shipping and delivery trips by vehicles over 20,000 pounds gross vehicle weight.

- 6. Accessory structures in residential zones.
- 7. Home occupation;
- 8. Land Divisions and associated public improvements.
- 9. Improvements by city departments on land zoned Public; except when the City Administrator determines the proposed improvement has potential impacts, such as traffic, lighting, and noise, such that the public review embodied in the site development review process is needed to help determine appropriate mitigation.
- 10. Other development, when required by a condition of approval.

(B) Site Development Review:

- 1. Unless otherwise exempted by provisions in Section 12, all other activities subject to a site development review shall be reviewed as a Type II discretionary review conducted by the Commission with a public hearing. (See Section 12.00 for review procedure.)
- 2. These procedures in (B) apply to all developments in the city, except those specifically listed in item (A) above.

21.04 Site Development Review – Application Review Procedure. Site development review shall be conducted as a Type II procedure, using the procedures in Section 12, and using the approval criteria contained in Section 21.06.

21.05 Site Development Review – Application Submission Requirements. Site Development Review Information. An application for site development review shall include the following information, as deemed applicable by the Administrative Official:

- (A) Site Analysis Map. At a minimum, the site map shall contain the following:
 - 1. The applicant's entire property and the surrounding property to a distance sufficient to determine the location of the development in the city, and the relationship between the proposed development site and adjacent property and development. The property boundaries, dimensions and gross area shall be identified;
 - 2. Topographic contour lines at intervals determined by the City;
 - 3. Identification of slopes greater than 10%;
 - 4. The location and width of all public and private streets, drives, sidewalks, pathways, rights-of-way, and easements on the site and adjoining the site;
 - 5. Potential natural hazard areas, including any areas identified as subject to a 100-year flood, areas subject to high water table, and areas mapped by the city, county, or state as having a potential for geologic hazards;
 - 6. Resource areas, including marsh and wetland areas, streams, wildlife habitat identified by the City or any natural resource regulatory agencies as requiring protection;
 - 7. Site features, including existing structures, their size and dimension,

- pavement, drainageways, and ditches;
8. Locally or federally designated historic and cultural resources on the site and adjacent parcels or lots;
 9. The location, size, and species of trees and other vegetation having a caliper (diameter) of 4 inches or greater at 4 feet above grade;
 10. North arrow, scale, names and addresses of all persons listed as owners on the most recently recorded deed;
 11. Name and address of project designer, engineer, surveyor, and/or planner, if applicable;
 12. Other information, as determined by the City Administrator. The City may require studies or exhibits prepared by qualified professionals to address specific site features.
- (B) Proposed Site Plan. The site plan shall contain the following information, if applicable:
1. The proposed development site, including boundaries, dimensions, and gross area;
 2. Features identified on the existing site analysis map which are proposed to remain on the site;
 3. Features identified on the existing site map, if any, which are proposed to be removed or modified by the development;
 4. The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements;
 5. The location and dimensions of all existing and proposed structures, utilities, pavement, and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan;
 6. A calculation of the total impervious surface before development and the total effective impervious surface after development;
 7. The location and dimensions of all stormwater or water quality treatment, infiltration, and/or retention facilities;
 8. The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access;
 9. The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops, as applicable);
 10. Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pathway connections to adjacent properties, and any bicycle lanes or trails;
 11. Loading and service areas for loading, deliver, and waste disposal;
 12. Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements, as applicable;
 13. Location, type, and height of outdoor lighting;
 14. Name and address of project designer, if applicable;
 15. Locations, sizes, and types of signs;
 16. Other information determined by the City Administrator. The City may require studies or exhibits prepared by qualified professionals to address specific site features (e.g., traffic, noise, environmental features, natural hazards, etc.) in conformance with this ordinance.

- (C) Architectural Drawings. Architectural drawings shall be submitted showing:
 1. Building elevations (as determined by the City Administrator) with building height and width dimensions;
 2. Building materials, color, and type;
 3. The name of the architect or designer.
- (D) Preliminary Grading Plan. A preliminary grading plan prepared by a registered engineer shall be required for developments which would result in the grading (cut or fill) of 1,000 cubic yards or greater. The preliminary grading plan shall show the location and extent to which grading will take place, indicating general changes to contour lines, slope ratios, slope stabilization proposals, and location and height of retaining walls, if proposed. Surface water detention and treatment plans may also be required.
- (E) Landscape Plan. A landscape plan is required and shall show the following:
 1. The location and height of existing and proposed fences and other buffering or screening material;
 2. The location of existing and proposed terraces, retaining walls, decks, patios, shelters, and play areas;
 3. The location, size, and species of the existing and proposed plant materials (at time of planting);
 4. Existing and proposed building and pavement outlines;
 5. Specifications for soil at time of planting, irrigation if plantings are not drought tolerant (may be automatic or other approved method or irrigation) and anticipated planting schedule.
- (F) Sign drawings shall be required in conformance with the City's sign regulations (Section 19).
- (G) Copies of all existing and proposed restrictions and covenants.
- (H) Letter or narrative report documenting compliance with the applicable approval criteria contained in Section 21.06
- (I) Transportation Impact Analysis: If applicable, prepare a Transportation Impact Analysis (TIA) in accordance with the provisions of Section 22.

21.06 Site Development Review – Approval Criteria. The review authority shall make written findings with respect to all of the following criteria when approving, approving with conditions, or denying an application:

- (A) The application is complete, as determined in accordance with Section 12 and Section 21.05;
- (B) The application complies with all of the applicable provisions of the underlying land use zone, including: building and yard setbacks, lot area and dimensions, lot coverage, and other special standards as may be required for certain land uses;
- (C) Characteristics of adjoining and surrounding uses;
- (D) The application complies with the supplementary zone regulations contained in Sections 18, 19, and 22;
- (E) Conditions required as part of a land division (Section 20), conditional uses (Section 14), or other approval shall be met;
- (F) Provision for adequate noise and/or visual buffering from non-compatible uses;
- (G) Drainage and erosion control needs;

- (H) Public health and safety factors;
- (I) Problems that may arise due to development within potential hazard area;
- (J) Retention of existing natural features on site; and
- (K) The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.
- (L) The application complies with the most recent Oregon Fire Code, including Appendix C and Appendix D.

21.07 Expiration of Approval:

- (A) Site development review approval shall be effective for a period of 2 years from the date of approval if the building permit has not been issued within the 2-year period.
- (B) The Commission may, upon written request by the applicant and payment of the required fee, grant an extension of the approval period for a period not to exceed a total of 5 years from the original Site Development Review Notice of Decision, provided that:
 1. No major modifications are made to the approved site development review plan;
 2. The applicant can show intent to initiate to complete construction on the site within the extension period;
 3. There have been no changes to the applicable ordinance provisions on which the approval was based. If there have been changes to the applicable ordinance provisions and the expired plan does not comply with those changes, then the extension shall not be granted; in this case, a new site development review shall be required; and
 4. The applicant demonstrates that failure to obtain building permits and substantially begin construction within 2 years of site development approval was beyond the applicant's control.
- (C) Site development review approval shall be voided immediately if development on the site is a departure from the approved plan or development use, or approved modified plan and development as provided for in Section 21.09(B)

21.08 Financial Assurances. If required site improvements cannot be completed before the issuance of an occupancy permit, a performance bond or other guarantee acceptable to the city attorney may be required, as provided for in Section 12.

21.09 Development in Accordance With Permit Approval:

- (A) Developments shall not commence until the applicant has received all of the appropriate land use and development approvals (i.e., site development review approval) and building permits. Construction of public improvements shall not commence until the City has approved all required public improvement plans (e.g., utilities, streets, public land dedication, etc.). The City may require the applicant to enter into a development agreement (e.g., for phased developments and developments with required off-site public improvements),

and may require bonding or other assurances for improvements, in accordance with Section 21.08. Site development review approvals shall be subject to the standards and limitations of (B) and (C), below.

- (B) Modifications to Approved Plans and Developments. Minor modifications of an approved plan or existing development shall be processed as a Type I procedure (See also Section 21.09(C)(3)(d)). Major modifications, as defined in Section 1, shall be processed as a Type II procedure and shall require site development review.
- (C) Phased Development. Phasing of development may be approved with the site development review application, subject to the following standards and procedures:
 - 1. A phasing plan shall be submitted with the site development review application.
 - 2. The Commission shall approve a time schedule for developing a site in phases, but in no case shall the total time period for all phases be greater than 3 years without reapplying for site development review.
 - 3. Approval of a phased site development review proposal requires satisfaction of all of the following criteria:
 - (a) The public facilities required to serve each phase are constructed in conjunction with or prior to each phase;
 - (b) The development and occupancy of any phase dependent on the use of temporary public facilities shall require Council approval. Temporary facilities shall be approved only upon City receipt of bonding or other assurances to cover the cost of required public improvements, in accordance with Section 21.05. A temporary public facility is any facility not constructed to the applicable city standard, subject to review by the city engineer.
 - (c) The phased development shall not result in requiring the City or other property owners to construct public facilities that were required as part of the approved development proposal; and
 - (d) An application for phasing may be approved after site development review approval as a minor modification to the approved plan.

SECTION 22.00

Supplementary Zone Regulations

- 22.01 Clear Vision Area
- 22.02 Exception to Height Regulations
- 22.03 Fences, Hedges, and Walls
- 22.04 Residential Accessory Structures
- 22.05 Parking in Required Yards
- 22.06 Average Yard Setback Adjacent to a Street
- 22.07 Yard Exceptions
- 22.08 Outside Storage
- 22.09 Access Spacing Standards
- 22.10 Transportation Mobility Standards
- 22.11 Transportation Impacts
- 22.12 Interchange Area Management Plan Boundary
- 22.13 Home Occupation
- 22.14 Temporary Use for Hardship
- 22.15 Accessory Dwelling Units (ADUs)
- 22.16 House of Worship Uses

SECTION 22.00

Supplementary Zone Regulations

22.01 Clear Vision Area:

- (A) A clear vision area shall be maintained on corner lots at the intersection of public or private streets, and at the intersection of any street with an alley or driveway.
- (B) A clear vision area is a triangular area, two sides of which are lot lines starting from the corner at the intersection and measured for a distance of 20 feet. In the case of driveways, the 20 feet shall be measured from the intersection of the property line with the centerline of the driveway, or the centerline for two-way drives. Where lot lines or intersections have rounded corners, the lines shall be extended in a straight line to a point of intersection (making a corner) and so measured. The third side of the triangle shall be a line connecting the non-intersecting ends of the other two lines. (See Illustrations following Section 27).
- (C) Clear vision shall also include all areas adjacent to a street, 10 feet from the face of the curb, regardless of property line.
- (D) A clear vision area shall contain no planting, sight-obscuring fence wall, hedge, structure, vehicle parking, or any temporary or permanent obstruction exceeding 36 inches measured from the adjacent curb elevations or established street grade if no curb exists. Trees may be located in this area, provided all branches and foliage are removed up to a height of 8 feet above the ground. The vision clearance area may be increased by the Council, Commission, or Administrative Official upon finding that more sight distance is required for safety reasons. (i.e., due to traffic speeds, roadway alignment, etc.)

22.02 Exception to Height Regulations. The height limitations contained in the zoning district do not apply to spires, belfries, cupolas, antennas, water tanks, ventilators, chimneys, or other appurtenances usually required to be placed above the roof level and not intended for human occupancy.

22.03 Fences, Hedges, and Walls.

- (A) Location and Height:
 - 1. Residential and Commercial Fences and Walls. Fences and walls shall comply with Clear Vision Area requirements. Fences and walls shall not exceed 8 feet in height, and are subject to the following:
 - (a) The placement of a fence or wall shall require a City permit; and,
 - (b) Fences cannot be installed on top of a retaining wall unless the retaining wall is properly backfilled to create a measurable adjacent grade; and,
 - (c) No fence or wall located within a front yard facing a street shall exceed a height of 36 inches in height; and homes with two street facing sides shall have a setback of 10 feet on the street side other than the front side.
 - (d) Fences and walls shall not be located within the city's right-of-

- way; and
 - (e) Fences and walls cannot be constructed on the property line
 - (f) Street facing fences shall have the finished side out. If on corner lot, both street facing sides shall be finished-side out.
2. Industrial and Public Fences and Walls. Fences and walls shall comply with Clear Vision Area requirements. Fences and walls shall not exceed 8 feet in height, including any security barbed wire.
 3. Hedges:
 - (a) Hedges shall be planted in compliance with the Clear Vision Area requirements in Section 22.01;
 - (b) No hedge located within a yard facing a street shall exceed 36 inches in height.
 - (c) Hedges shall be maintained to be healthy and not overgrow onto adjacent properties or sidewalks. Plants forming hedges shall be replaced within 6 months after dying or becoming diseased;
 - (d) Hedges that are dead or diseased, or pose a hazard to personal safety, property, or the health of other vegetation such as trees and hedges, shall be removed by the property owner; and
 - (e) Hedges and other landscaping may be established to provide visual screening and privacy within the side and rear yards; while leaving front yards and building entrances mostly visible for security purposes.
- (B) Property.
1. Damage. Where a private fence, wall, hedge plantings, or other structure or landscaping exists on city property, easements or rights-of-way, the City is not liable for any damage to the structure or landscaping resulting from the City accessing the existing easements or rights-of-way to install, remove, fix, repair, or replace utilities.
 2. Notification. Property owners that have fences, walls, hedges, or plantings located in an existing easement or right-of-way shall be notified 10 days in advance of any City work requiring the property owner to remove fences, walls, hedges, or plantings.
 3. Access. In all instances, fences, walls, and hedges shall not be placed within 3 feet of a fire hydrant or utility service equipment, e.g., water meter, valve box, television/telephone pedestal, or power transformer.
 4. Injury. Where fences, walls, or plantings exist on City property or easement rights-of-way, the adjoining property owner shall be liable to any person suffering personal injury caused thereby.
 5. In the case of an emergency, the City may take any and all necessary steps to ensure the health, safety, and welfare of the citizens of Aumsville. Said steps may include the removal or damage of fences, walls, hedges, or plantings, which may be on the City's property, easements, or rights-of-way. The City may take all reasonable steps necessary to remove any encroachments upon the city right-of-way to ensure the health, safety, and welfare of the citizens. Said steps shall be taken by the City without any requirement of notification to the person responsible for the placement of the encroachment upon the City's

property, easements, or rights-of-way.

(C) Materials.

1. Fences and walls shall not contain any material that could cause bodily harm, such as barbed wire (except where explicitly permitted by this section), broken glass, spikes, or any other hazardous or dangerous materials. Electric fences are not permitted.
2. Chain link fences in Industrial and Public zones that are at least 7 feet in height may be topped with up to 1 foot of barbed wire. The barbed wire shall be straight up or slanted into the property, if new, existing fencing may match existing angle and the total height shall not exceed 8 feet.

22.04 Residential Accessory Structures. All residential accessory structures require a city permit.

(A) The following shall apply to residential accessory structures:

1. Location and Number. A maximum number of two are permitted. Accessory structures shall be located within the rear yard and shall be prohibited in any yard located adjacent to a street except when the house sits on a corner lot. In this situation, the shed may be located on the side yard opposite to the street, provided a minimum 6-foot sight-obscuring fence screens the shed from the street. Homes with a back yard less than 20 feet in depth may locate an accessory structure on one side of the home provided they meet all other requirements under this section.
2. Height. The maximum allowable height is 16 feet, except that the accessory structure wall shall not exceed the height of the primary building wall.
3. Property Setbacks. When a wall adjacent to a property line is 9 feet or less in height, the minimum setback shall be 3 feet. For each one-foot increase in the wall height above 9 feet, the setback shall increase one additional foot. The minimum setback adjacent to an alley shall be 5 feet. Under no circumstances shall the roof overhang permit stormwater runoff unto adjacent property or adjacent right-of-way.
4. Building Size and Lot Coverage. In no case shall the accessory structure occupy more than 30% of the entire rear or side yard. The building size limitation shall be considered the maximum allowable area permitted for all accessory structures.
5. Exterior Finish. Accessory structures greater than 200 square feet in area shall have an exterior finish that is residential in character. Metal siding shall be prohibited on accessory structures exceeding 200 square feet in area.

22.05 Parking. See Section 18.

22.06 Average Yard Setback Adjacent to a Street. Every building requiring a front yard shall set back from the front property line at least 20 feet, except in the case where on the same side of the street, buildings are between 20 and 10 feet from the front property line, then the average depth may be used. Average depth is calculated from the

closest part of the foundation of the existing buildings to the front property line. If existing buildings are within 10 feet of the property line, then no less than 10 feet shall be used in figuring the average. If existing buildings are more than 20 feet from the property line then the minimum requirement of 20 feet shall be used in figuring the average.

22.07 Yard Exceptions. The following exceptions to the yard setbacks shall apply:

- (A) Front Yard Projections. Decorative planter boxes, chimneys and flues, steps, cornices, eaves, gutters, belt courses, leaders, sills, pilasters, lintels, and other ornamental features of not more than 24 inches, from main buildings need not be included when determining the setbacks. Uncovered porches, and covered but unenclosed porches when not more than one story high and which do not extend more than 5 feet beyond the front walls of the building, are exempt from the front yard setback provisions and need not be included when determining the setback.
- (B) Side and Rear Yard Projections.
 - 1. Planter boxes, chimneys, flues, belt courses, leaders, sills, pilasters, lintels, gutters, and other ornamental features, may project not more than 2 feet into a required yard, but shall not be erected within 3 feet of the property line.
 - 2. A fire escape, balcony, outside stairway, cornice, or other unenclosed, unroofed projections may project not more than 5 feet into a required yard and shall not be erected within 3 feet of property line.
 - 3. Steps, uncovered porches, and covered but unenclosed porches, including covered patios when not more than one story high and not more than 3 feet above grade, are exempt from side and rear yard setback requirements, but shall not be erected within 3 feet of property line.
 - 4. Uncovered decks and patios attached to the main building, when measured directly beneath the outside edge of the deck or patio, may be extended to the interior yard property line when they are 3 feet or less in height from ground level.
- (C) Commercial Yard Projections. Decorative planter boxes, benches, steps, cornices, eaves, gutters, and ornamental features need not be included when determining the setbacks.
- (D) Detached accessory structures less than 36 inches in height shall be set back at least 3 feet from property lines.

22.08 Outside Storage. Unless otherwise restricted elsewhere in the Development Code, outside storage shall be subject to the following:

- (A) Residential Zones. Outside storage of materials, junk, or similar items shall not be permitted anywhere within the front yard. This shall not prohibit the temporary installation of displays during holidays.
- (B) Non-residential Zones. Outdoor storage of materials, junk, parts, equipment is prohibited unless the materials or merchandise is approved through site development review, material use in the approved business and shall be screened with a solid, durable structure that is architecturally related to the

building, complying with adopted design standards. The screening provisions shall not apply to activities that normally include the outdoor display of merchandise such as automobile or farm equipment sales, service station merchandise, or nursery stock.

22.09 Access Spacing Standards.

(A) Access spacing standards between streets and/or driveways are:

Spacing Requirements for Accesses on State, County, and City Roadways

Functional Classification	Distance ⁽¹⁾
Expressway (ODOT)	1,320 feet from interchange ramp termini
Arterial (County)	400 feet from any intersection with a state highway, arterial, or major collector
	300 feet from any other intersection or private access
Collector (County)	250 feet from any intersection with an arterial or state highway
	150 feet from any other intersection or private access
Collector (Aumsville)	200 feet from any intersection with an arterial or state highway
	100 feet from any other intersection or private access
Local (Aumsville)	50 feet from any other intersection or private access unless no other reasonable access is available

Notes: ⁽¹⁾ Distances are measured from centerline to centerline of driveways and roadways

- Where access spacing standards cannot be satisfied, joint and cross access and shared driveways are encouraged pursuant to Section 18. New property access shall not be permitted within 50 feet of an intersection unless no other reasonable access to property is available. Where no other alternatives exist, the City may allow construction of an access connection at a point less than 50 feet from an intersection, provided the access as far away from the intersection as possible. In such cases, the City may impose turning restrictions (i.e., right in/out, right in only, or right out only).

22.10 Transportation Mobility Standards.

The mobility standards identified in the following table shall be used to define the acceptable intersection traffic operation threshold within the Aumsville Urban Growth Boundary and to determine the need for transportation system improvement.

Traffic Operations Standards

Roadway ¹	Intersection Type	Operations Standard
City Street or County Road within Aumsville UGB	Signalized, All-way Stop & Roundabout	LOS D 0.85 V/C
	Unsignalized	LOS D ² 0.85 V/C
State Highway ³	Statewide Highway Ramps	
	Eastbound intersection with OR 22	0.85 V/C
	Westbound Intersection with OR 22	0.50 V/C

Notes:

- 1) For intersections where state owned roadways cross City or County owned roadways, state traffic operations standards are used in place of City and/or County standards.
- 2) Up to LOS F for one movement may be allowed at unsignalized intersections under County jurisdiction if the movement has relatively low volume (as determined by the city in consultation with County staff) and there is no indication that a safety problem will be created.
- 3) Oregon Department of Transportation operations standards apply to OR 22 interchange ramp termini within the City of Aumsville.

22.11 Transportation Impacts.

A transportation impact analysis (TIA) provides an objective assessment of the anticipated modal transportation impacts associated with a specific land use action. Throughout the development of the TIA (and beginning as early as possible), cooperation between City of Aumsville staff, the applicant, and the applicant's traffic engineer is encouraged to provide an efficient and effective process. The City of Aumsville assumes no liability for any costs or time delays (either direct or consequential) associated with the preparation and review of a transportation impact analysis. City staff may, at its discretion, and depending on the specific situation, require additional study components in a TIA beyond what is outlined in this section or waive requirements deemed inappropriate.

(A) When a Transportation Impact Analysis is Required. A TIA shall be required when:

1. The development generates 25 or more peak-hour trips or 250 or more daily trips, or
2. An access spacing exception is required for the site access driveway(s) and the development generates 10 or more peak-hour trips or 100 or more daily trips, or
3. The development is expected to impact intersections that are currently operating at the upper limits of the acceptable range of level of service during the peak operating hour, or
4. The development is expected to significantly impact adjacent roadways and intersections that have previously been identified as high crash locations, areas that may have other operational or safety concerns, or areas that contain a high concentration of pedestrians or bicyclists such as a school, or
5. Based on the engineering judgment of the city engineer, the development or land use action would significantly affect the adjacent

transportation system. Examples include, but are not limited to, proposals for non single-family development in single family residential areas, proposals adding traffic to or creating known or anticipated safety or neighborhood traffic concerns, or proposals that would generate a high percentage of truck traffic (more than 5% of site traffic).

6. A zone change will increase the development capacity of the affected real property.
- (B) When a Transportation Assessment Letter is Required. If a TIA is not required, the applicant's traffic engineer shall submit a transportation assessment letter to the City indicating the proposed development or land use action is exempt. This letter shall outline the trip-generating characteristics of the proposed land use and verify that the site-access driveways or roadways meet City visual clearance requirements and roadway design standards. The City may waive the requirement for a transportation assessment letter if a clear finding can be made that the proposed land use action does not generate 25 or more peak hour trips or 250 or more daily trips.
- (C) Traffic Impact Analysis Preparation. A TIA shall be prepared by a professional engineer registered in the State of Oregon in accordance with the requirements of the road authority. In addition, the preparer should have extensive experience in the methods and concepts associated with transportation impact analysis. If the road authority is the Oregon Department of Transportation (ODOT), consult ODOT's regional development review planner and OAR 734-051-180.
- (D) Contents of a Transportation Impact Analysis. As a guide in the preparation of a TIA, the City recommends the following format be used to document the analysis.
1. Table of Contents. Listing of all sections, figures, and tables included in the report.
 2. Executive Summary. Summary of the findings and recommendations contained within the report.
 3. Introduction. Proposed land use action, including site location, building square footage, and project scope. Map showing the proposed site, building footprint, access driveways, and parking facilities. Map of the study area, which shows site location and surrounding roadway facilities.
 4. Existing Conditions. Existing site conditions and adjacent land uses. Roadway characteristics (all transportation facilities and modal opportunities located within the study area, including roadway functional classifications, street cross section descriptions, posted speeds, bicycle and pedestrian facilities, on-street parking, and transit facilities). Existing lane configurations and traffic control devices at the study area intersections. Existing traffic volumes and operational analysis of the study area roadways and intersections. Roadway and intersection crash history analysis.
 5. Background Conditions (without the proposed land use action). Approved developments and funded transportation improvements in the study area. Traffic growth assumptions. Addition of traffic from other planned developments. Background traffic volumes and operational analysis.

6. Full Build-out Traffic Conditions (with the proposed land use action). Description of the proposed development plans. Trip-generation characteristics of the proposed development (including trip reduction documentation). Trip distribution assumptions. Full build-out traffic volumes and intersection operational analysis. Intersection and site-access driveway queuing analysis. Expected safety impacts. Recommended roadway and intersection mitigations (if necessary).
 7. Site Circulation Review. Evaluate internal site access and circulation. Review pedestrian paths between parking lots and buildings. Ensure adequate throat depth is available at the driveways and that vehicles entering the site do not block the public facilities. Review truck paths for the design vehicle.
 8. Turn Lane Warrant Evaluation. Evaluate the need to provide turn lanes at the site driveways.
 9. Conclusions and Recommendations. Bullet summary of key conclusions and recommendations from the TIA.
 10. Appendix. Traffic counts summary sheets, crash analysis summary sheets, and existing/background/full build-out traffic operational analysis worksheets. Other analysis summary sheets such as queuing and signal warrant analyses.
 11. Figures. The following list of figures should be included in the TIA: Site Vicinity Map; Existing Lane Configurations and Traffic Control Devices; Existing Traffic Volumes and Levels of Service (all peak hours evaluated); Future Year Background Traffic Volumes and Levels of Service (all peak hours evaluated); Proposed Site Plan; Future Year Assumed Lane Configurations and Traffic Control Devices; Estimated Trip Distribution Pattern; Site-Generated Traffic Volumes (all peak hours evaluated); Full Build-out Traffic Volumes and Levels of Service (all peak hours evaluated).
- (E) Elements of a Transportation Impact Analysis Report
1. Study Area. The study area shall include, at a minimum, all site-access points and intersections (signalized and unsignalized) adjacent to the proposed site. If the proposed site fronts an arterial or collector street; the study shall include all intersections along the site frontage and within the access spacing distances extending out from the boundary of the site frontage.
Beyond the minimum study area, the TIA shall evaluate all intersections that receive site-generated trips that comprise at least 10% or more of the total intersection volume. In addition to these requirements, the city engineer (or his/her designee) shall determine any additional intersections or roadway links that might be adversely affected as a result of the proposed development. The applicant and the city engineer (or his/her designee) will agree on these intersections prior to the start of the TIA.
 2. Study Years to be Analyzed in the Transportation Impact Analysis. A level-of-service analysis shall be performed for all study roadways and intersections for the following horizon years:

- (a) Existing Year. Evaluate all existing study roadways and intersections under existing conditions.
- (b) Background Year. Evaluate the study roadways and intersections in the year the proposed land use is expected to be fully built out, without traffic from the proposed land use. This analysis should include traffic from all approved developments that impact the study intersections, or planned developments that are expected to be fully built out in the horizon year.
- (c) Horizon Year. The horizon year of a TIA is the most distant future year that shall be considered in the TIA. The horizon year will be a specified number of years after the development opens, and this number will vary depending on the size of the development, any land use plan changes necessary to allow it, its uses, and the anticipated time until full build-out. The following table shows the TIA horizon year (expressed in years after the development is planned to open) for developments expected to generate less than 5% truck traffic:

<u>Development Type/Trip Generation per Day</u>	<u>Horizon Year</u>
Any Zone Change	20 years
Other Development, Less than 1,000	0 years
Other Development, 1,000 to 1,999	5 years
Other Development, 2,000 to 4,999	10 years
Other Development, 5,000 or more	20 years

For developments expected to generate more than 5% truck traffic, consult city staff for the TIA horizon year. City staff may, at their discretion, reduce the horizon year in cases where less future study is necessary.

- (d) Evaluate the expected roadway, intersection, and land use conditions resulting from the background growth and the proposed land use action assuming full build-out and occupancy. For phased developments, an analysis shall be performed during each year a phase is expected to be completed.
- (e) Twenty-Year Analysis. For all land use actions requesting a Comprehensive Plan Amendment and/or a Zone Change or that are expected to generate more than 5,000 daily trips, a long-term level-of-service analysis shall be performed for all study intersections assuming build-out of the proposed site with and without the comprehensive plan designation and/or zoning designation or proposed development in place. The analysis should be performed using the future year traffic volumes identified in the Transportation System Plan (TSP). If the applicant's traffic engineer proposes to use different future year traffic volumes, justification for not using the TSP volumes must be provided along with documentation of the forecasting methodology.

3. Study Time Periods to be Analyzed in the Transportation Impact Analysis. Within each horizon year, a level-of-service analysis shall be performed for the time period(s) that experience the highest degree of network travel. These periods typically occur during the midweek (Tuesday through Thursday) morning (7:00 a.m. to 9:00 a.m.), mid-week evening (4:00 p.m. to 6:00 p.m.), and Saturday afternoon (12:00 p.m. to 3:00 p.m.) periods. The TIA should always address the weekday a.m. and p.m. peak hours when the proposed land use action is expected to generate 25 trips or more during the peak time periods. If the applicant can demonstrate that the peak-hour trip generation of the proposed land use action is negligible during one of the two peak study periods and the peak trip generation of the land use action corresponds to the roadway system peak, then only the worst-case study period need be analyzed.
Depending on the proposed land use action and the expected trip-generating characteristics of that development, consideration of non-peak travel periods may be appropriate. Examples of land uses that have non-typical trip generating characteristics include schools, movie theaters, and churches. The city engineer (or his/her designee) and applicant should discuss the potential for additional study periods prior to the start of the TIA.
4. Traffic Count Requirements. Once the study periods have been determined, turning movement counts should be collected at all study area intersections to determine the base traffic conditions. These turning movement counts should typically be conducted during the time period(s) that experience the highest degree of network travel as identified in (3) above depending on the proposed land use. Historical turning movement counts may be used if the data are less than 12 months old, but must be factored to meet the existing traffic conditions.
5. Trip Generation for the Proposed Development. To determine the impacts of a proposed development on the surrounding transportation network, the trip-generating characteristics of that development must be estimated. Trip-generating characteristics should be obtained from one of the following acceptable sources:
 - (a) Institute of Transportation Engineers (ITE) Trip Generation Manual (latest edition).
 - (b) Specific trip generation studies that have been conducted for the particular land use action for the purposes of estimating peak-hour trip-generating characteristics. The city engineer (or his/her designee) should approve the use of these studies prior to their inclusion in the TIA.
 - (c) In addition to new site-generated trips, several land uses typically generate additional trips that are not added to the adjacent traffic network. These trips include pass-by trips and internal trips and are considered to be separate from the total number of new trips generated by the proposed development. The procedures listed in

- the most recent version of the Trip Generation Handbook (ITE) should be used to account for pass-by and internal trips.
6. Trip Distribution. Estimated site-generated traffic from the proposed development should be distributed and assigned on the existing or proposed arterial/collector street network. Trip distribution methods should be based on a reasonable assumption of local travel patterns and the locations of off-site origin/destination points within the site vicinity. Acceptable trip distribution methods should be based on one of the following procedures:
 - (a) An analysis of local traffic patterns and intersection turning movement counts gathered within the previous 12 months.
 - (b) A detailed market study specific to the proposed development and surrounding land uses.
 7. Intersection Operation Standards. The City evaluates the intersection operational performance of city-owned intersections based on levels of service standards. It should be noted that the Oregon Department of Transportation (ODOT) and Marion County have their own operations performance standards that apply to their facilities. The ODOT roadways operational performance is measured with volume-to-capacity analysis and Marion County's roadways operational performance is measured with volume-to-capacity analysis and level of service standards. Intersection operational performance standards for all road authorities within the city of Aumsville are as found in Section 22. When evaluating the volume-to-capacity ratio, the total traffic demand shall be considered.
 - (a) A capacity analysis should be performed at all intersections within the identified study area.
 - (b) The City of Aumsville requires all intersections within the study area to maintain an acceptable level of operations per Section 22.10 upon full build-out of the proposed land use action. Calculations should be made using the methods identified in the most recent version of the Highway Capacity Manual (or by field studies), published by the Transportation Research Board. Any intersections not operating at standards described in Section 22.10 will be considered to be unacceptable.
 - (c) All signalized intersection and all way-stop controlled intersections shall operate at a Level of Service D or better (all individual movements shall operate at LOS E or better). Other unsignalized intersections (including unsignalized private access) shall operate at a Level of Service D or better, although LOS F may be allowed if the movement has a relatively low volume (as determined by city staff) and there is no indication that a safety problem will be created. Intersections at state highways shall also meet the standards of the Oregon Department of Transportation.
 8. Recommendations and Conclusions. Provide descriptions and analysis of the appropriate conclusions, mitigation measures, and recommended improvements necessary for compliance with the applicable standards.

Include analysis showing that these measures will bring identified intersections and locations into compliance and include signal, turn lane, or other warrant analyses as appropriate. The TIA shall also specify the timing and phasing of any new traffic signals and the length of any new turn lanes. Any new parking facility needs shall be identified and the conformance of the proposed parking facilities to applicable standards. Any new pedestrian and bicycle transportation needs arising from the development shall also be identified.

Any and all mitigation measures recommended in the TIA shall be physically and economically feasible, and this feasibility may need to be demonstrated in questionable cases. In addition, the recommendations and conclusions presented in the TIA shall be consistent with and supported by the data, calculations, and analysis in the report.

Inconsistent and/or unsupported conclusions will not be accepted, and may lead to the TIA being returned to the applicant's traffic engineer for correction.

(F) Review Policy and Procedure. The following criteria should be used in reviewing a TIA as part of a subdivision or site development review.

1. The road system is designed to meet the projected traffic demand at full build-out in terms of safety, adequacy of property access, connectivity, width, right-of-way, and capacity based on the mobility standards in Section 22.11.
2. Proposed driveways do not adversely affect the functional character of the surrounding roadways.
3. Adequate intersection and stopping sight distance is available at all driveways.
4. Proposed driveways meet the City's access spacing standard or sufficient justification is provided to allow a deviation from the spacing standard.
5. Opportunities for providing joint or crossover access have been pursued.
6. The site does not rely upon the surrounding roadway network for internal vehicular circulation.
7. The road system provides adequate access to buildings for residents, visitors, deliveries, emergency vehicles, and garbage collection.
8. Bicycle and pedestrian circulation is provided per Section 18.

(G) Conditions of Approval. The City of Aumsville, Marion County (if access to a County roadway is proposed), and ODOT (if access within the IAMP boundary is proposed) will be required to identify conditions of approval needed to meet operations and safety standards and provide the necessary right-of-way and improvements to develop the future planned transportation system. Conditions of Approval that should be evaluated as part of subdivision and site development reviews include the criteria identified above in Section (F)(1) and include but not be limited to the following:

1. Consideration of joint and cross access and joint use driveways for developments that do not meet the designated access spacing policy.
2. Right-of-way dedications for future planned roadway improvements.

3. Half or three-quarter street improvements along site frontages that do not have full build-out improvements in place at the time of development.

- (H) Transportation Impact Analysis Checklist. As part of the TIA review process, all transportation impact analyses submitted to the City must satisfy the requirements illustrated in the Checklist for Acceptance of a Transportation Impact Analysis. Incomplete and/or unacceptable TIAs will be returned to the applicant's traffic engineer for completion and/or correction. Provide three (3) copies of the TIA report for city staff to review. If any portion of the study area falls within another jurisdiction (such as Marion County or ODOT roadways), consult that jurisdiction to determine the number of additional copies needed for review.

22.12 Interchange Area Management Plan Boundary.

Within the Interchange Area Management Plan Boundary identified on the Official Zoning Map, the following conditions shall apply:

- (A) Transportation Impact Analyses shall be prepared in accordance with the requirements of Section 22.11.
- (B) ODOT shall be consulted and provided with an opportunity to review all land development applications, zoning and/or comprehensive plan modifications, and applications for urban growth boundary expansions.
- (C) The access spacing requirements of OAR 734, Division 51, as amended, shall be applied to Shaw Highway/1st Street, except where deviations are approved by ODOT.

22.13 Home Occupation. Where identified, home occupations shall be subject to the following standards:

- (A) The home occupation shall be secondary to the main use of the dwelling as a residence;
- (B) All aspects of the home occupation shall be contained and conducted within a completely enclosed building;
- (C) The home occupation shall be limited to either a pre-existing garage or accessory structure, or not over twenty-five percent of the floor area of the main floor of a dwelling. If located within an accessory structure or a garage, the home occupation shall not utilize over five hundred square feet of floor area;
- (D) No structural alteration, including the provision of an additional entrance, shall be permitted to accommodate the home occupation, except when otherwise required by law. Such structural alterations shall not detract from the outward appearance of the property as a residential use;
- (E) No persons other than those residing within the dwelling shall be engaged in the home occupation;
- (F) No window display and no sample commodities displayed outside the dwelling are allowed;
- (G) No materials or mechanical equipment shall be used which are detrimental to the residential use of the dwelling or any nearby dwellings because of

vibration, noise, dust, smoke, odor, interference with radio or television reception, or any other factor;

- (H) Any instruction shall be limited to one pupil at a time.
- (I) No parking of customers' vehicles in a manner or frequency so as to cause disturbance or inconvenience to nearby residents or so as to necessitate off-street parking shall be allowed. A maximum of two customers' vehicles shall be permitted at one time;
- (J) Signage shall be subject to the provisions in Section 19.
- (K) Retail, industrial uses, and uses where hazardous materials or merchandise are prohibited as a home occupation.

22.14 Temporary Use for Hardship. Council may temporarily allow a non-conforming use by resolution for a period not to exceed six months if:

- (A) the applicant has already applied for the first required land use action to allow the use, and
- (B) agrees in writing to apply for all subsequent required land use actions as soon as practicable,
- (C) and it appears to Council that the application would be granted.

The applicant shall enter into a non-remonstrance agreement with the City which does not hold the City liable if the application is denied and they are caused to discontinue the non-conforming use. Where more than two land use actions are required, Council may grant by resolution one six-month extension where it still appears to Council that the applications will be approved.

22.15 Accessory Dwelling Units (ADUs). Where permitted, an accessory dwelling unit shall meet the following use and development standards:

- (A) Only one ADU is permitted per detached single-family dwelling in association with a primary residence.
- (B) ADUs are considered equivalent residential units for the purpose of determining system development charges.
- (C) Location. The ADU shall be located within the side or rear yard, but not in a side yard adjacent to a street.
- (D) A detached ADU shall be physically separated from the primary residence by a minimum distance of 6 feet. A covered walkway, which contains no habitable space, may connect the two buildings without violation of the setback requirements.
- (E) Entrance.
 - 1. Attached: The entrance to an attached ADU shall not face the street on the same side as the entrance for the primary residence.
 - 2. Detached: The entrance to a detached ADU shall not face the street on the same side as the entrance for the primary residence, unless the entrance for the ADU cannot be seen from the street.
- (F) Design.
 - 1. Detached ADUs in the RS zone shall meet the General Requirements for single-family dwellings outlined in Section 5.10+.

2. Detached ADUs in the RM zone shall meet the General Requirements for single-family dwellings outlined in Section 6.11.
 3. Exterior finish materials, roof pitch, trim, eaves, window orientation, and dimension must be the same or visually match those of the primary dwelling.
 4. Area. The ADU shall contain a minimum of 200 square feet and the lesser of 50 percent of the floor area of the primary residence or 800 square feet.
- (G) Setbacks. The ADU shall conform to the setback requirements of the primary residence in the zone in which it is located.
- (H) Height. The ADU shall not exceed the height of the primary dwelling.

22.16 House of Worship Uses. House of worship uses include, but are not limited to:

- (A) Worship services;
- (B) Religious classes;
- (C) Weddings;
- (D) Funerals;
- (E) Meal programs;
- (F) Child care, but not including private or parochial school education for pre-kindergarten through grade 12 or higher education;
- (G) Where a house of worship is in a residential district, the housing permitted outright or permitted conditionally in the district is allowed in accordance with the development standards of the residential district and is not required to comply with the requirements listed below.
- (H) Where a house of worship is in a residential district, in addition to, or in place of, the housing allowed in the zone in which it is located, housing or space for housing in a building that is detached from the place of worship, is allowed provided:
 1. At least 50 percent of the residential units provided under this section are affordable to households with incomes equal to or less than 60 percent of the median family income for the county in which the real property is located;
 2. The real property is in an area zoned for residential use that is located within the urban growth boundary;
 3. The housing or space for housing complies with applicable land use regulations and meets the standards and criteria for residential development for the underlying zone; and
 4. Housing and space for housing provided under this section must provide a covenant appurtenant that restricts the owner and each successive owner of the building or any residential unit contained in the building from selling or renting any residential unit described in this section, as housing that is not affordable to households with incomes equal to or less than 60 percent of the median family income for the county in which the real property is located for a period of 60 years from the date of the certificate of occupancy.

[Section 22, amended by [Ord. No. 711](#), passed December 12, 2022.]

SECTION 23.00

Landscaping Design

- 23.01 Purpose
- 23.02 Scope
- 23.03 Minimum Area Requirements
- 23.04 General Provisions
- 23.05 Screening and Buffering
- 23.06 Commercial, Industrial, Institutional Streetscapes
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- 23.08 Revegetation in Unlandscaped or Natural Landscaped Areas
- 23.09 Street Trees Species
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SECTION 23.00

Landscaping Design

23.01 Purpose.

The purpose of this section is to establish standards for landscaping, buffering, and screening of land use within Aumsville in order to enhance the aesthetic environmental quality of the city. Landscaping is a significant factor in maintaining the livability and economic viability of the community. Plant materials eliminate pollutants from the air we breathe and maintain physical health mental equilibrium by fulfilling our instinctive need for contact with the natural environment.

Major gateways to the city and key travel routes through the city and urbanized areas give a lasting impression to the visitor for good or ill, an impression critical to our tourist economy. The knowledgeable use of plant materials by experienced professionals can achieve these extraordinary benefits at very little cost:

- (A) To guide the planting and maintenance of landscaping materials.
- (B) To enhance the appearance of the city, provide areas for outdoor recreation, and to:
 - 1. Provide shade and windbreaks where appropriate to conserve energy in building and site development;
 - 2. Buffer and screen conflicting land uses;
 - 3. Provide for vegetation of streetscapes within the commercial, industrial, and interchange development zones;
 - 4. Provide for the landscaping of parking areas to facilitate vehicular movement and break up large areas of impervious surface;
 - 5. Promote public safety through appropriate design principles.
- (C) To prevent or reduce erosion potential on steep terrain by providing appropriate landscape materials.
- (D) In lieu of meeting some or all of the landscaping requirements under this section, the City may instead require the developer pay a fee in lieu of landscaping in an amount proportionate to the value of the landscaping that would otherwise be required under this section. This option is intended for sites with existing uses or structures when in the City's judgement it will be difficult or impractical for an applicant to meet the current landscaping requirements. It is not intended to otherwise be a substitute for the requirements.

23.02 Scope. All construction, expansion, or redevelopment of structures or parking lots for commercial, institutional, or industrial uses shall be subject to the landscaping requirements of this section. Landscaping plans shall be processed as follows:

- (A) Landscape plans shall be included in all required Type II Site Development Reviews, and where applicable, Conditional Use, Variance, and Land Division requests.
- (B) Request to modify the landscaping provisions contained in Section 23.04, shall be processed as a Type II Site Development Review.
- (C) Otherwise, new or replacement landscape plans shall be processed as a Type I

application.

23.03 Minimum Area Requirements.

- (A) The following area requirements shall be the minimum areas devoted to landscaping as listed below:
1. Commercial Developments. A minimum of 5 percent of the gross land area shall be devoted to landscaping in commercial developments. Landscaping located in rights-of-way shall be included in the minimum requirement, and shall include the use of streets, tree insets within sidewalks, or sidewalk planters. Landscaping located in rights-of-way shall be maintained by the property owner.
 2. Industrial Developments. A minimum of 10 percent of the gross land area shall be devoted to landscaping in industrial developments.
 3. Interchange Development. A minimum of 15 percent of the gross land area shall be devoted to landscaping in interchange development.
 4. Multi-family Residential Development and Public Use. A minimum of 20 percent of the gross land area shall be devoted to landscaping in multi-family developments and public uses such as schools and churches.
 5. Residential Development. All required street side yards, exclusive of accessways, shall be devoted to landscaped area for all other development in residential zones.
- ~~area determines that the project site area is limited or restricted in such a way as to make this requirement unfeasible or an undue cost burden~~
- (B) For the expansion of existing developments and parking lots, or a change of use, requirements in this section shall only apply whenever a site development review or other land use application is required to complete the expansion or establish the change in use. Such expansion or change of use shall be subject to the landscaping provisions in this section.
- (C) Landscaped areas may include landscaping:
1. Around buildings;
 2. In open spaces and outdoor recreation areas;
 3. In islands and perimeter planting areas in parking and loading areas;
 4. Along street frontages; and
 5. In areas devoted to buffering and screening as required in this section and elsewhere in this ordinance.

23.04 General Provisions.

- (A) For purposes of satisfying the minimum requirements of this ordinance, a "landscaped area" is any combination of mature living plants, such as trees, shrubs, plants, vegetative ground cover, or natural or artificial turf; and may include structural features such as walkways, fences, benches, plazas, works of art, reflective pools, fountains, or the like. Also includes irrigation systems, mulches, decorative rock ground cover, topsoil, and re-vegetation or the preservation, protection, and replacement of trees.
- (B) Landscaping shall be designed, developed, and maintained to satisfy the specific functional and aesthetic objectives appropriate to the development, considering the following:
1. Type, variety, scale, and number of plants used;

2. Placement and spacing of plants;
 3. Size and location of landscaped areas;
 4. Contouring, shaping, and preparation of landscaped areas;
 5. Use and placement of non-plant elements within the landscaping;
 6. Use of root barrier planting techniques to prevent root infiltration of utility lines and limit possible surface cover damage.
- (C) The landscape design shall incorporate existing significant trees and vegetation preserved on the site.
- (D) Specific Landscape Requirements. The following provisions shall apply for all landscaping improvements:
1. Total landscaped area (percentages) shall comply with provisions in Section 23.03.
 2. Walkways, drives, parking areas, and buildings shall be excluded from the landscaping calculation.
 3. All street facing yard areas shall be landscaped. This requirement recognizes the landscaped area may exceed minimum percentage requirements in Section 23.03.
 4. At least 25% - but no more than 50% - of the required landscaped area shall be planted in shrubs and trees. The area for trees shall be based on their accepted mature canopy. Regardless of the mix of shrubs and trees, at least one tree shall be included in the landscaping plan. For the purpose of this section, the minimum requirement for a tree upon maturity shall be 8 feet in height. See additional requirements under Street Tree Species 23.09.
 5. The remaining landscaped area shall be planted with suitable living ground cover, lawn, flowers, and other plantings exclusive of decorative design elements such as walkways, fountains, benches, sculptures, and similar elements placed within the required landscaping area. Fountains, walkways sculptures cannot be more than 5% of the overall landscaping.
 6. No more than 20% of the area identified in 23.03, shall contain rocks, bark, or other decorative ground cover.
 7. Modifications to these requirements shall be processed per provisions in Section 23.02
- (E) Landscape Completion. Required landscaping, tree plantings, buffering, screening, and fencing shall be installed prior to building occupancy. Occupancy shall be permitted prior to the complete installation of all required landscaping if security equal to 150% of the cost of materials and labor, as determined by the City Administrator, is filed with the City assuring such installation within nine months of issuance of the Occupancy Permit. An extension of three months may be granted by the City Administrator when circumstances beyond the control of the owner prevent completion. If the installation of the landscaping is not completed within the required period, the security may be used by the City to either complete the installation, or the security may be held by the City and other enforcement actions taken to ensure the improvements are completed.

23.05 Screening and Buffering.

- (A) Screening shall be used to eliminate or reduce the visual impacts of the following uses and are two separate issues for the purpose of meeting the requirements:
 - 1. Commercial and industrial uses when abutting residential uses.
 - 2. Industrial uses when abutting commercial uses.
 - 3. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas.
 - 4. Outdoor storage areas.
 - 5. At and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners.
 - 6. Any other area or use as required by this ordinance.
- (B) Screening may be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement, or other design techniques.
- (C) Buffering shall be used to mitigate adverse visual impacts, dust, noise, or pollution, and to provide for compatibility between dissimilar adjoining uses. Where buffering is determined to be necessary, one of the following buffering alternatives shall be employed:
 - 1. Planting Area. Width not less than 15 feet, planted with the following materials:
 - (a) At least 1 row of deciduous or evergreen trees staggered and spaced not more than 15 feet apart.
 - (b) At least 1 row of evergreen shrubs which will grow to form a continuous hedge at least 5 feet in height within 1 year of planting.
 - (c) Lawn, low-growing evergreen shrubs or evergreen groundcover covering the balance of the area.
 - 2. Berm Plus Planting Area. Width not less than 10 feet, developed in accordance with the following standards:
 - (a) Berm form should not slope more than 40 percent (1:2.5) on the side away from the area screened from view. The slope for the other side (screened area) may vary,
 - (b) A dense evergreen hedge shall be located so as to most effectively buffer the proposed use.
 - 3. Wall Plus Planting Area. Width must not be less than 5 feet developed in accordance with the following standards:
 - (a) A masonry wall or fence or similar materials not less than 5 feet in height. Wall plus planting shall not be allowed in the Commercial District.
 - (b) Lawn, low-growing evergreen shrubs, and evergreen groundcover covering the balance of the area.
 - 4. Other methods which produce an adequate buffer considering the nature of the impacts to be mitigated as approved by the planning commission.

- 23.06 Commercial, Industrial, Institutional Streetscapes. In addition to the General Requirements in Section 23.04, trees shall be installed at street frontages as follows:
- (A) Types of trees. Street trees shall be limited to a City recommended list in Section

23.09

- (B) Minimum installation size. Street trees shall be a minimum caliper of 2 inches when measured 4 feet in height at the time of installation, with a clearance of 7 feet from the ground to the first foliage.
- (C) Spacing. The spacing of street trees by mature tree size shall be 25 feet, unless otherwise modified based on placement approval.
- (D) Placement. The placement of trees is subject to the site development review process. Tree placement shall not interfere with utility poles, light standards, power lines, utility services, visual clearance areas, or sidewalk access.

23.07 Planting and Maintenance:

- (A) No sight-obscuring plantings exceeding 36 inches in height shall be located within any required clear-vision area as defined in Section 22 of this ordinance.
- (B) A recommended maintenance plan shall be included with the application and planting plan. Approved landscaping shall continually be maintained. Failure to maintain approved landscaping plan shall be considered a violation of the Development Ordinance.

23.08 Revegetation in Unlandscaped or Natural Landscaped Areas:

- (A) Areas where natural vegetation has been removed or damaged through grading or construction activity in areas not affected by the landscaping requirements and that are not to be occupied by structures or other improvements shall be replanted.
- (B) Plant material shall be watered at intervals sufficient to assure survival and growth.
- (C) The use of native plant materials or plants acclimated to the Pacific Northwest is encouraged to reduce irrigation and maintenance demands.

23.09 Street Trees Species.

The City shall maintain a list of approved and prohibited street trees. All street tree plantings shall comply with the City's approved list. Alternate selections may be approved by the City Administrator following written request.

23.10 Exceptions.

At the City's discretion it may accept a fee in lieu of some or all of the landscaping requirements of this section, if it is feasible to do so. Fees the City collects in lieu of landscaping will be used for purposes consistent with those described in Section 23.01, and may include acquiring, placing, and maintaining public art and or landscaping. If the City accepts a fee in lieu, it applies only in the context of the application under consideration and will not excuse compliance with the landscaping standards for any subsequent applications or changes in use for the same location.

[Section 23, amended by [Ord. No. 711](#), passed December 12, 2022.]

SECTION 24.00

Severability

24.00 Severability: The provisions of this ordinance are severable. If any section, sentence, clause, or phrase of this ordinance, or its application to any statute, is determined by any court of competent jurisdiction to be invalid or unenforceable for any reason, such determination shall not affect the validity of the remainder of the ordinance and its application to any other statute, but shall continue to be in effect.

SECTION 25.00

Flood Hazard Regulations

- 25.01 Statutory Authority
- 25.02 Statement of Purpose.
- 25.03 Methods of Reducing Flood Losses
- 25.04 Definitions
- 25.05 Application of Special Flood Hazard Areas
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- 25.16 Subdivision Proposals and Other Proposed Developments
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SECTION 25.00

Flood Hazard Regulations

- 25.01 Statutory Authority. The State of Oregon has in ORS 197.175 delegated the responsibility to local governmental units to adopt flood plain management regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City does ordain the following findings of fact:
- (A) The flood hazard areas of city of Aumsville are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
 - (B) These flood losses may be caused by the cumulative effect of obstructions in special flood hazard areas which increase flood heights and velocities, and when inadequately anchored, cause damage in other areas. Uses that are inadequately floodproofed, elevated, or otherwise protected from flood damage also contribute to flood loss.
- 25.02 Statement of Purpose. It is the purpose of this ordinance to promote public health, safety, and general welfare, and to minimize public and private losses due to flooding in flood hazard areas by provisions designed to:
- (A) Protect human life and health;
 - (B) Minimize expenditure of public money for costly flood control projects;
 - (C) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
 - (D) Minimize prolonged business interruptions;
 - (E) Minimize damage to public facilities and utilities such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in special flood hazard areas;
 - (F) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas so as to minimize blight areas caused by flooding;
 - (G) Notify potential buyers that the property is in a special flood hazard area
 - (H) Notify those who occupy special flood hazard areas that they assume responsibility for their actions
 - (I) Participate in and maintain eligibility for flood insurance and disaster relief.
- 25.03 Methods of Reducing Flood Losses: In order to accomplish its purposes, this ordinance includes methods and provisions for:
- (A) Restricting or prohibiting development which is dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;
 - (B) Requiring that development vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
 - (C) Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel flood waters;

- (D) Controlling filling, grading, dredging, and other development which may increase flood damage;
- (E) Preventing or regulating the construction of flood barriers which will unnaturally divert flood waters or may increase flood hazards in other areas.

25.04 Definitions. Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage.

Appeal: A request for a review of the interpretation of any provision of this ordinance or a request for a variance.

Area of shallow flooding: A designated Zone AO, AH, AR/AO, or AR/AH on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

Area of special flood hazard: The land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. It is shown on the Flood Insurance Rate Map (FIRM) as Zone A, AO, AH, A1-30, AE, A99, AR. "Special flood hazard area" is synonymous in meaning and definition with the phrase "area of special flood hazard".

Base flood: The flood having a one percent chance of being equaled or exceeded in any given year.

Base flood elevation (BFE): The elevation to which floodwater is anticipated to rise during the base flood.

Basement: Any area of the building having its floor subgrade (below ground level) on all sides.

Development: Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

Flood or Flooding:

1. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 - (a) The overflow of inland or tidal waters.
 - (b) The unusual and rapid accumulation or runoff of surface waters from any source.
 - (c) Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph (1)(b) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
2. The collapse or subsidence of land along the shore of a lake or other body of

water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (1)(a) of this definition.

Flood elevation study: An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

Flood Insurance Rate Map (FIRM): The official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

Flood Insurance Study (FIS): See "Flood elevation study".

Flood proofing: Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as "Regulatory Floodway."

Functionally dependent use: A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long term storage or related manufacturing facilities.

Highest adjacent grade: The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

Historic structure: Any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior or
 - b. Directly by the Secretary of the Interior in states without approved programs.

Lowest floor: The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.

Manufactured dwelling: A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured dwelling" does not include a "recreational vehicle" and is synonymous with "manufactured home."

Manufactured dwelling park or subdivision: A parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

Mean sea level: For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which Base Flood Elevations shown on a community's Flood Insurance Rate Map are referenced.

New construction: For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by the City and includes any subsequent improvements to such structures.

Recreational vehicle: A vehicle which is:

1. Built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Special flood hazard area: See "Area of special flood hazard" for this definition.

Start of construction: Includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The actual start means either the first

placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured dwelling on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure: For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured dwelling.

Substantial damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial improvement: Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:

1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or
2. Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."

Variance: A grant of relief by the City of Aumsville from the terms of a flood plain management regulation.

Violation: The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

25.05 Application of Special Flood Hazard Areas. This code shall apply to all special flood hazard areas within the jurisdiction of the city of Aumsville. The degree of flood protection required by this code is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes.

This code does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This code shall not create liability on the part of the City of Aumsville, any officer or employee thereof, or the Federal Insurance Administration for any flood damages that result from reliance on this Code or any administrative decision lawfully made thereunder.

- 25.06 Basis for Establishing the Special Flood Hazard Areas. The special flood hazard areas identified by the Federal Insurance Administration in a scientific and engineering report entitled the "Flood Insurance Study (FIS) for Marion County and Incorporated Areas", Volumes 1 and 2, dated October 18, 2019 with accompanying Flood Insurance Rate Maps (FIRM) and any revision thereto are hereby adopted by reference and declared to be a part of this code. The Flood Insurance Study and FIRM panels are on file at the Aumsville City Hall, 595 Main Street, Aumsville, Oregon 97325.
- 25.07 Coordination with State of Oregon Specialty Codes. Pursuant to the requirement established in ORS 455 that the City of Aumsville administers and enforces the State of Oregon Specialty Codes, the City of Aumsville does hereby acknowledge that the Oregon Specialty Codes contain certain provisions that apply to the design and construction of buildings and structures located in areas of special flood hazard. Therefore, this code is intended to be administered and enforced in conjunction with the Oregon Specialty Codes.
- 25.08 Compliance and Penalties. All development within special flood hazard areas is subject to the terms of this ordinance (Section 25) and required to comply with its provisions and all other applicable regulations.
- 25.09 Abrogation and Severability:
- (A) This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.
 - (B) This ordinance and the various parts thereof are hereby declared to be severable. If any section clause, sentence, or phrase of the ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this ordinance.
- 25.10 Interpretation. In the interpretation and application of this ordinance, all provisions shall be:
- (A) Considered as minimum requirements;
 - (B) Liberally construed in favor of the governing body; and
 - (C) Deemed neither to limit nor repeal any other powers granted under state statutes.
- 25.11 Warning and Disclaimer of Liability:
- (A) The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights

may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages.

- (B) This ordinance shall not create liability on the part of the City of Aumsville, any officer or employee thereof, or the Federal Insurance Administrator for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

25.12 Administration:

- (A) The City Administrator is hereby appointed to administer, implement, and enforce this ordinance by granting or denying development permits in accordance with its provisions. The Floodplain Administrator may delegate authority to implement these provisions.

- (B) Duties of the floodplain administrator, or their designee, shall include, but not be limited to:

1. Permit Review. Review all development permits to determine that:

- a. The permit requirements of this ordinance have been satisfied;
- b. All other required local, state, and federal permits have been obtained and approved.
- c. Review all development permits to determine if the proposed development is located in a floodway. If located in the floodway assure that the floodway provisions of this ordinance in Section 25.25 are met; and
- d. Review all development permits to determine if the proposed development is located in an area where Base Flood Elevation (BFE) data is available either through the Flood Insurance Study (FIS) or from another authoritative source. If BFE data is not available then ensure compliance with the provisions of Section 25.17; and
- e. Provide to building officials the Base Flood Elevation (BFE) applicable to any building requiring a development permit.
- f. Review all development permit applications to determine if the proposed development qualifies as a substantial improvement as defined in Section 25.04.
- g. Review all development permits to determine if the proposed development activity is a watercourse alteration. If a watercourse alteration is proposed, ensure compliance with the provisions in Section 25.15(A).
- h. Review all development permits to determine if the proposed development activity includes the placement of fill or excavation.

2. Information Maintenance. The following information shall be obtained and maintained and shall be made available for public inspection as needed:

- a. Obtain, record, and maintain the actual elevation (in relation to mean sea level) of the lowest floor (including basements) and all attendant utilities of all new or substantially improved structures where Base Flood Elevation (BFE) data is provided through the

- Flood Insurance Study (FIS), Flood Insurance Rate Map (FIRM), or obtained in accordance with Section 25.
- b. Obtain and record the elevation (in relation to mean sea level) of the natural grade of the building site for a structure prior to the start of construction and the placement of any fill and ensure that the requirements of Section 25.25 and Section 25.12 (B) 1 b, are adhered to.
 - c. Upon placement of the lowest floor of a structure (including basement) but prior to further vertical construction, obtain documentation, prepared and sealed by a professional licensed surveyor or engineer, certifying the elevation (in relation to mean sea level) of the lowest floor (including basement).
 - d. Where base flood elevation data are utilized, obtain As-built certification of the elevation (in relation to mean sea level) of the lowest floor (including basement) prepared and sealed by a professional licensed surveyor or engineer, prior to the final inspection.
 - e. Maintain all Elevation Certificates (EC) submitted to City of Aumsville;
 - f. Obtain, record, and maintain the elevation (in relation to mean sea level) to which the structure and all attendant utilities were floodproofed for all new or substantially improved floodproofed structures where allowed under this ordinance and where Base Flood Elevation (BFE) data is provided through the FIS, FIRM, or obtained in accordance with Section 2517.
 - g. Maintain all floodproofing certificates required under this ordinance;
 - h. Record and maintain all variance actions, including justification for their issuance;
 - i. Obtain and maintain all hydrologic and hydraulic analyses performed as required under Section 25.25.
 - j. Record and maintain all Substantial Improvement and Substantial Damage calculations and determinations as required under Section 25.12(G).
 - k. Maintain for public inspection all records pertaining to the provisions of this ordinance.
- (C) Community Boundary Alteration. The Floodplain Administrator shall notify the Federal Insurance Administrator in writing whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed authority or no longer has authority to adopt and enforce floodplain management regulations for a particular area, to ensure that all Flood Hazard Boundary Maps (FHBM) and Flood Insurance Rate Maps (FIRM) accurately represent the community's boundaries. Include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority.

- (D) Watercourse Alterations. Notify adjacent communities, the Department of Land Conservation and Development, and other appropriate state and federal agencies, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration. This notification shall be provided by the applicant to the Federal Insurance Administration as a Letter of Map Revision (LOMR) along with either:
1. A proposed maintenance plan to assure the flood carrying capacity within the altered or relocated portion of the watercourse is maintained; or
 2. Certification by a registered professional engineer that the project has been designed to retain its flood carrying capacity without periodic maintenance.

The applicant shall be required to submit a Conditional Letter of Map Revision (CLOMR) when required under Section 25.11(E). Ensure compliance with all applicable requirements in Section 25.11(E) and Section 25.14(A).

- (E) Requirements to Submit New Technical Data. A community's base flood elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, a community shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Section 44 of the Code of Federal Regulations (CFR), Sub-Section 65.3. The community may require the applicant to submit such data and review fees required for compliance with this section through the applicable FEMA Letter of Map Change (LOMC) process.

- (F) The Floodplain Administrator shall require a Conditional Letter of Map Revision prior to the issuance of a floodplain development permit for:
1. Proposed floodway encroachments that increase the base flood elevation; and
 2. Proposed development which increases the base flood elevation by more than one foot in areas where FEMA has provided base flood elevations but no floodway.

An applicant shall notify FEMA within six (6) months of project completion when an applicant has obtained a Conditional Letter of Map Revision (CLOMR) from FEMA. This notification to FEMA shall be provided as a Letter of Map Revision (LOMR).

- (G) Substantial Improvement and Substantial Damage Assessments and Determinations. Conduct Substantial Improvement (SI) (as defined in Section 2.0) reviews for all structural development proposal applications and maintain a record of SI calculations within permit files in accordance with Section 25.12(B) 2. Conduct Substantial Damage (SD) (as defined in Section 2.0) assessments when structures are damaged due to a natural hazard event or other causes. Make SD determinations whenever structures within the special flood hazard area (as established in Section 25.05) are damaged to the extent that the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

25.14 Variance Procedure.

- (A) The issuance of a variance is for floodplain management purposes only. Flood insurance premium rates are determined by federal statute according to actuarial risk and will not be modified by the granting of a variance
- (B) Conditions for Variances
 - 1. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, in conformance with the provisions of Section 25.13 (B) and 25.15 (C). As the lot size increases beyond one-half acre, the technical justification required for issuing a variance increases.
 - 2. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - 3. Variances shall not be issued within any floodway if any increase in flood levels during the base flood discharge would result.
 - 4. Variances shall only be issued upon:
 - a. A showing of good and sufficient cause;
 - b. A determination that failure to grant the variance would result in exceptional hardship to the applicant;
 - c. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing laws or ordinances.
 - 5. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that the criteria of Section 25.13 (B) 2. To 4., are met, and the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.
- (A) Variance Notification. Any applicant to whom a variance is granted shall be given written notice that the issuance of a variance to construct a structure below the Base Flood Elevation will result in increased premium rates for flood insurance and that such construction below the base flood elevation increases risks to life and property. Such notification and a record of all variance actions, including justification for their issuance shall be maintained in accordance with Section 25.12 (B) 2.

25.15 General Standards.

- In all special flood hazard areas, the following standards shall be adhered to:
- (A) Alteration of Water Courses. Require that the flood carrying capacity within the altered or relocated portion of said watercourse is maintained. Require that maintenance is provided within the altered or relocated portion of said watercourse to ensure that the flood carrying capacity is not diminished. Require compliance with Sections 25.12 (D) and (E).
 - (B) Anchoring
 - 1. All new construction and substantial improvements shall be anchored to

prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

2. All manufactured dwellings shall be anchored per Section 25.22.

(C) 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.

(D) Utilities and Equipment

1. Water Supply, Sanitary Sewer, and On-site Waste Disposal Systems
 - a. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
 - b. 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 waters.
 - c. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding consistent with the Oregon Department of Environmental Quality.
2. Electrical, Mechanical, Plumbing, and Other Equipment. Electrical, heating, ventilating, air-conditioning, plumbing, duct systems, and other equipment and service facilities shall be elevated at or above the base flood level or shall be designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during conditions of flooding. In addition, electrical, heating, ventilating, air-conditioning, plumbing, duct systems, and other equipment and service facilities, if replaced as part of a substantial improvement shall meet all the requirements of this section.

1. Tanks

- a. Underground tanks shall be anchored to prevent flotation, collapse, and lateral movement under conditions of the base flood.
- b. Above-ground tanks shall be installed at or above the base flood level or shall be anchored to prevent flotation, collapse, and lateral movement under conditions of the base flood.

25.16 Subdivision Proposals and Other Proposed Developments.

- (A) All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) greater than 50 lots or 5 acres, whichever is the lesser, shall include within such proposals, Base Flood Elevation data.
- (B) All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) shall:
 1. Be consistent with the need to minimize flood damage.
 2. Have public utilities and facilities such as sewer, gas, electrical, and

water systems located and constructed to minimize or eliminate flood damage.

3. Have adequate drainage provided to reduce exposure to flood hazards.

25.17 Use of Other Base Flood Data:

- (A) When Base Flood Elevation data has not been provided in accordance with Section 25.05 the local floodplain administrator shall obtain, review, and reasonably utilize any Base Flood Elevation data available from a federal, state, or other source, in order to administer Sections 25. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) must meet the requirements of Section 25.15.
- (B) Base Flood Elevations shall be determined for development proposals that are 5 acres or more in size or are 50 lots or more, whichever is lesser in any A zone that does not have an established base flood elevation. Development proposals located within a riverine unnumbered A Zone shall be reasonably safe from flooding; the test of reasonableness includes use of historical data, high water marks, FEMA provided Base Level Engineering data, and 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.

25.18 Structures Located in Multiple or Partial Flood Zones.

In coordination with the State of Oregon Specialty Codes:

- (A) When a structure is located in multiple flood zones on the community's Flood Insurance Rate Maps (FIRM) the provisions for the more restrictive flood zone shall apply.
- (B) When a structure is partially located in a special flood hazard area, the entire structure shall meet the requirements for new construction and substantial improvements.

25.19 Specific Standards for Riverine (Including All Non-Coastal) Flood Zones.

These specific standards shall apply to all new construction and substantial improvements in addition to the General Standards contained in Section 25.15 of this ordinance.

- (A) Flood Openings. All new construction and substantial improvements with fully enclosed areas below the lowest floor (excluding basements) are subject to the following requirements. Enclosed areas below the Base Flood Elevation, including crawl spaces shall:
 1. Be designed to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters;
 2. Be used solely for parking, storage, or building access;
 3. Be certified by a registered professional engineer or architect or meet or exceed all of the following minimum criteria:
 - a. A minimum of two openings,
 - b. The total net area of non-engineered openings shall be not less than one (1) square inch for each square foot of enclosed area, where the enclosed area is measured on the exterior of the

- c. enclosure walls,
 - c. The bottom of all openings shall be no higher than one foot above grade.
 - d. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they shall allow the automatic flow of floodwater into and out of the enclosed areas and shall be accounted for in the determination of the net open area.
 - e. All additional higher standards for flood openings in the State of Oregon Residential Specialty Codes Section R322.2.2 shall be complied with when applicable.
- (B) Garages. Attached garages may be constructed with the garage floor slab below the Base Flood Elevation (BFE) in riverine flood zones, if the following requirements are met:
1. If located within a floodway the proposed garage must comply with the requirements of Section 25.25.
 2. The floors are at or above grade on not less than one side;
 3. The garage is used solely for parking, building access, and/or storage;
 4. The garage is constructed with flood openings in compliance with Section 25.19 (A) to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater.
 5. The portions of the garage constructed below the BFE are constructed with materials resistant to flood damage;
 6. The garage is constructed in compliance with the standards in Section 25.15; and
 7. The garage is constructed with electrical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.
- (C) Detached garages must be constructed in compliance with the standards for appurtenant structures in Section 25.23 or non-residential structures in Section 25.19 (C) depending on the square footage of the garage.

25.20 For Riverine (Non-Coastal) Special Flood Hazard Areas with Base Flood Elevations.

In addition to the general standards listed in Section 25.15 the following specific standards shall apply in Riverine (non-coastal) special flood hazard areas with Base Flood Elevations (BFE): Zones A1-A30, AH, and AE.

- (A) Before Regulatory Floodway. In areas where a regulatory floodway has not been designated, no new construction, substantial improvement, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's Flood Insurance Rate Map (FIRM), unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.
- (B) Residential Construction
1. New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated to one (1) foot above the Base Flood Elevation (BFE).

2. Enclosed areas below the lowest floor shall comply with the flood opening requirements in Section 25.19 (A).
- (C) Non-Residential Construction. New construction and substantial improvement of any commercial, industrial, or other non-residential structure shall:
1. Have the lowest floor, including basement elevated at or above the Base Flood Elevation (BFE) together with attendant utility and sanitary facilities,
 2. Be floodproofed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water;
 3. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
 4. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this section based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the Floodplain Administrator as set forth Section 25.12 (B).
 5. Non-residential structures that are elevated, not floodproofed, shall comply with the standards for enclosed areas below the lowest floor in Section 25.20 (C).
 6. Applicants floodproofing non-residential buildings shall be notified that flood insurance premiums will be based on rates that are one (1) foot below the floodproofed level (e.g., a building floodproofed to the base flood level will be rated as one (1) foot below).

25.21 Below Grade Crawl Spaces.

Where a structure contains a below grade crawl space, the following shall apply:

- (A) The building must be designed and adequately anchored to resist flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. Hydrostatic loads and the effects of buoyancy can usually be addressed through the required flood openings stated in Section 25.19 (A). Because of hydrodynamic loads, crawlspace construction is not allowed in areas with flood velocities greater than five (5) feet per second unless the design is reviewed by a qualified design professional, such as a registered architect or professional engineer. Other types of foundations are recommended for these areas.
- (B) The crawlspace is an enclosed area below the Base Flood Elevation (BFE) and, as such, must have openings that equalize hydrostatic pressures by allowing the automatic entry and exit of floodwaters. The bottom of each flood vent opening can be no more than one (1) foot above the lowest adjacent exterior grade.
- (C) Portions of the building below the BFE must be constructed with materials resistant to flood damage. This includes not only the foundation walls of the crawlspace used to elevate the building, but also any joists, insulation, or other materials that extend below the BFE. The recommended construction practice is to elevate the bottom of joists and all insulation above BFE.

- (D) Any building utility systems within the crawlspace must be elevated above BFE or designed so that floodwaters cannot enter or accumulate within the system components during flood conditions. Ductwork, in particular, must either be placed above the BFE or sealed from floodwaters.
- (E) The interior grade of a crawlspace below the BFE must not be more than two (2) feet below the lowest adjacent exterior grade.
- (F) The height of the below-grade crawlspace, measured from the interior grade of the crawlspace to the top of the crawlspace foundation wall must not exceed four (4) feet at any point. The height limitation is the maximum allowable unsupported wall height according to the engineering analyses and building code requirements for flood hazard areas.
- (G) There must be an adequate drainage system that removes floodwaters from the interior area of the crawlspace. The enclosed area should be drained within a reasonable time after a flood event. The type of drainage system will vary because of the site gradient and other drainage characteristics, such as soil types. Possible options include natural drainage through porous, well-drained soils and drainage systems such as perforated pipes, drainage tiles or gravel or crushed stone drainage by gravity or mechanical means.
- (H) The velocity of floodwaters at the site shall not exceed five (5) feet per second for any crawlspace. For velocities in excess of five (5) feet per second, other foundation types should be used.

25.22 Manufactured Dwellings.

- (A) New or substantially improved manufactured dwellings supported on solid foundation walls shall be constructed with flood openings that comply with Section 25.19 (A);
- (B) The bottom of the longitudinal chassis frame beam shall be at or above Base Flood Elevation;
- (C) New or substantially improved manufactured dwellings shall be anchored to prevent flotation, collapse, and lateral movement during the base flood. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors (Reference FEMA's "Manufactured Home Installation in Flood Hazard Areas" guidebook for additional techniques), and;
- (D) Electrical crossover connections shall be a minimum of twelve (12) inches above Base Flood Elevation (BFE).

25.23 Recreational Vehicles.

Recreational vehicles placed on sites are required to:

- (A) Be on the site for fewer than 180 consecutive days,
- (B) Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
- (C) Meet the requirements of Section 25.22, including the anchoring and elevation requirements for manufactured dwellings.

25.24 Appurtenant (Accessory) Structures.

Relief from elevation or floodproofing requirements for residential and non-residential structures in Riverine (Non-Coastal) flood zones may be granted for appurtenant

structures that meet the following requirements:

- (A) Appurtenant structures located partially or entirely within the floodway must comply with requirements for development within a floodway found in Section 25.25.
- (B) Appurtenant structures must only be used for parking, access, and/or storage and shall not be used for human habitation;
- (C) In compliance with State of Oregon Specialty Codes, appurtenant structures on properties that are zoned residential are limited to one-story structures less than 200 square feet, or 400 square feet if the property is greater than two (2) acres in area and the proposed appurtenant structure will be located a minimum of 20 feet from all property lines. Appurtenant structures on properties that are zoned as non-residential are limited in size to 120 square feet.
- (D) The portions of the appurtenant structure located below the Base Flood Elevation must be built using flood resistant materials;
- (E) The appurtenant structure must be adequately anchored to prevent flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the base flood.
- (F) The appurtenant structure must be designed and constructed to equalize hydrostatic flood forces on exterior walls and comply with the requirements for flood openings in Section 25.19 (A);
- (G) Appurtenant structures shall be located and constructed to have low damage potential;
- (H) Appurtenant structures shall not be used to store toxic material, oil, or gasoline, or any priority persistent pollutant identified by the Oregon Department of Environmental Quality unless confined in a tank installed in compliance with Section 25.15 (D) 3.
- (I) Appurtenant structures shall be constructed with electrical, mechanical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.

25.25 Floodways.

Located within the special flood hazard areas established in Section 25.05 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of the floodwaters which carry debris, potential projectiles, and erosion potential, the following provisions apply:

- (A) Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless:
 1. Certification by a registered professional civil engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment shall not result in any increase in flood levels within the community during the occurrence of the base flood discharge;OR

2. A community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that a Conditional Letter of Map Revision (CLOMR) is applied for and approved by the Federal Insurance Administrator, and the requirements for such revision as established under Volume 44 of the Code of Federal Regulations, section 65.12 are fulfilled.
- (B) If the requirements of Section 25.25 (A) are satisfied, all new construction, substantial improvements, and other development shall comply with all other applicable flood hazard reduction provisions of Section 25.14 to 25.17.

25.26 Standards for Shallow Flooding Areas.

Shallow flooding areas appear on FIRMs as AO zones with depth designations or as AH zones with Base Flood Elevations. For AO zones the base flood depths range from one (1) to three (3) feet above ground where a clearly defined channel does not exist, or where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is usually characterized as sheet flow. For both AO and AH zones, adequate drainage paths are required around structures on slopes to guide floodwaters around and away from proposed structures.

25.27 Standards for AH Zones.

Development within AH Zones must comply with the standards in Sections 25.15, 25.18, and 25.25.

25.28 Standards for AO Zones.

In AO zones, the following provisions apply in addition to the requirements in Sections 25.15 and 25.25:

- (A) New construction and substantial improvement of residential structures and manufactured dwellings within AO zones shall have the lowest floor, including basement, elevated above the highest grade adjacent to the building, at minimum to or above the depth number specified on the Flood Insurance Rate Maps (FIRM) or at least two (2) feet if no depth number is specified. For manufactured dwellings the lowest floor is considered to be the bottom of the longitudinal chassis frame beam.
- (B) New construction and substantial improvements of non-residential structures within AO zones shall either:
 1. Have the lowest floor (including basement) elevated above the highest adjacent grade of the building site, at minimum to or above the depth number specified on the Flood Insurance Rate Maps (FIRMS) at least two (2) feet if no depth number is specified; or
 2. Together with attendant utility and sanitary facilities, be completely floodproofed to or above the depth number specified on the FIRM or a minimum of two (2) feet above the highest adjacent grade if no depth number is specified, so that any space below that level is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy. If this method is used, compliance shall be certified by a registered professional engineer or

- architect as stated in Section 25.19(C)4.
- (C) Recreational vehicles placed on sites within AO Zones on the community's Flood Insurance Rate Maps (FIRM) shall either:
 - 1. Be on the site for fewer than 180 consecutive days, and
 - 2. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
 - 3. Meet the elevation requirements of Section 25.20, and the anchoring and other requirements for manufactured dwellings of Section 25.22.
 - (D) In AO zones, new and substantially improved appurtenant structures must comply with the standards in Section 25.24.
 - (E) In AO zones, enclosed areas beneath elevated structures shall comply with the requirements in Section 25.19(A).

SECTION 26.00

TEMPORARY USES

26.01	Purpose
26.02	Permitted Uses
26.03	Permit Required

SECTION 26.00

Temporary Uses

- 26.01 Purpose. The purpose of these regulations is to provide standards for the establishment of temporary businesses and similar uses within the city of Aumsville.
- 26.02 Permitted Uses. Where allowed in the underlying zone, the following temporary uses shall be permitted subject to the following limitations and requirements:
- (A) Tree and Fireworks. Christmas tree or fireworks sales are permitted subject to the following:
1. The sales shall be limited to Commercial or Industrial zones, except that sales may occur on those properties containing public or semi-public uses, such as schools or churches, regardless of the underlying zone.
 2. Unless otherwise excepted by provisions in this section, the sales activity shall be subject to provisions in Section 26.
 3. Temporary uses located within Residential zones shall not operate beyond 9:00 PM.
- (B) Commercial Activities. Amusement and recreational services and retail sales and services are permitted in the Commercial zone, subject to the following:
1. The business may be operated from a vehicle, temporary structure, or a vacant building.
 2. The activity is located on the same lot for no more than 90 days in any calendar year.
 3. The required parking for the primary uses on the same lot is not reduced below Code requirements.
 4. The use does not block driveways, driveway entrances, or parking aisles.
 5. The activity conforms to all signage requirements in Section 19.
 6. The activity conforms to all setback requirements applicable to the lot and zone.
 7. The operator of a temporary use shall obtain all permits required by other agencies including those required for food handling and sales, and the sale of fireworks.
- (C) Mobile Food Services. Individual food services are subject to the requirements in Section 26.02(B) except that they may be located on an approved site for 180 days in any calendar year with the appropriate health certificates are obtained. This temporary siting is not intended to provide a permanent fixed location. In addition, food services are subject to the following:
1. Food services may be located on those properties containing public or semi-public uses, such as schools or churches, regardless of the underlying zone.
 2. Food services facilities (carts, trucks, etc.) shall be removed from the site daily.
 3. For sites containing more than three food service facilities, requirements in Section 27 apply.
- (D) Temporary Construction Facilities. Mobile offices, temporary power equipment, and temporary structures used by personnel and to store equipment during

construction, provided the structures are located on the construction site and not used as dwellings. There is no restriction as to the zoning.

- (E) Yard Sales and Auctions. Yard sales or auctions in any zone, provided there are not more than four sales in a calendar year, with each sale not to exceed three consecutive days. Merchandise and signs shall remain on private property. This Section does not limit the number of times, or duration, that a public agency may conduct sales or auctions regard agency land, equipment, supplies, or other materials.
- (F) Additional Permitted Temporary Uses. Council may, by resolution, authorize additional permitted temporary uses during a specific event or festival and set forth reasonable types of uses, appropriate zones for such uses, and any time restrictions Council finds necessary to protect the health, safety, and welfare of the public.

26.03 Permit Required. Unless otherwise waived by provisions in this Section, all temporary uses shall be subject to a permit. The City shall establish a permit application and fee and shall review the application as a Type I Site Development Review.

SECTION 27.00

MOBILE FOOD SERVICES

- 27.01 Purpose.
- 27.02 Definitions.
- 27.03 Standards
- 27.04 Permit Required.

SECTION 27.00

Mobile Food Services

27.01 Purpose. The purpose of this Section 27 is to permit mobile food carts, vehicles, and similar facilities to be sited on private property in the applicable zones on a year-round basis.

27.02 Definitions. The following definitions apply to provision in this Section:

- (A) Abutting property owners and occupants. Any owner or occupant of property that abuts the subject site, excluding public right-of-way.
- (B) Accessible Route. A continuous unobstructed path of travel connecting all publicly accessible elements and spaces of a building or facility.
- (C) Clearances. Clearances referenced in this Section are measured horizontally from the outside edge of the subject property line to any obstruction on the ground greater than one-half inch in height, or to an adjacent projection.
- (D) Mobile food cart. A vehicle that is propelled, or can be pulled or pushed down a sidewalk, street, or highway, on which food is prepared, processed, or converted, or is used in selling and dispensing food to the customer.
- (E) Operator of mobile food cart. Any person, partnership, corporation, association, or other business entity operating a mobile food unit.
- (F) Property owner. The owner or agent of a private property where mobile food units are proposed to be located.

27.03 Standards.

- (A) Location. Year-round siting of mobile food units is limited to private property located in the applicable zones. In addition, the following shall apply:
 - 1. Up to three units may be located on a single parcel subject to the Temporary Use provisions in Section 26.
 - 2. While there is no limit to the number of units that may be placed on an individual property, sites containing more than three units shall be subject to provisions in Section 27 and Type II Site Development Review.
- (B) Unit Size. A mobile food cart is limited in size to twenty (20) feet in length and/or 160 square feet. Towing arms, tow hitch, and tongue are exempted from this calculation.
- (C) Setbacks. A mobile food cart that orients the service window toward the public right-of-way shall maintain a minimum 2-foot setback from the public right-of-way. Otherwise, there is no minimum setback requirement.
- (D) Accessways. Accessible route clearances shall be no less than four (4) feet in width and no less than seven (7) feet in height for the entire length of the accessible route. Radiuses along an accessible route shall be no less than four (4) feet in width.
- (E) Separation. A minimum 10-foot separation is required between a food cart, other food carts on the property, and permanent common outdoor eating areas.
- (F) Seating Provisions. Individual temporary seating areas may be placed near a

mobile food cart but must maintain a minimum 4-foot accessible clearance area between the seating area and the mobile food cart, and must be oriented so that the relief valves on any propane tanks associated with mobile food units are facing away from the seating area. Tables and chairs or benches used for individual seating areas must be constructed of non-flammable materials.

- (G) **Structures.** Decks, patios, and similar structures are not permitted within 10 feet of a mobile food cart. Structures may be subject to building code requirements. Park or picnic benches are permitted but must be maintained at least 10-feet from mobile food carts. Common seating areas shall be maintained on the subject property and shall not obstruct the adjacent public sidewalk or public right-of-way.
- (H) **Restroom Facilities.** The property owner shall either provide restroom facilities or secure written permission from an adjacent business or a property owner within 1/8 mile of the subject site allowing mobile food cart operators and customers to access restroom facilities. This requirement may be waived if there is a public restroom facility located within 1/8 mile of the subject site. Information regarding the location of an approved off-site restroom shall be provided on-site.
- (I) **Trash Receptacles.** Trash receptacles shall be provided on site, and must be regularly emptied and maintained. Trash receptacles shall be provided at a rate of one receptacle for every two mobile food carts, with a minimum of one per lot. Where the property owner proposes to provide a common seating area a minimum of one trash receptacle shall be provided in the common seating area. All trash receptacles shall be located a minimum of 10 feet from combustible fuel tanks on mobile food units.
- (J) **Signs.** Signs may be permanently affixed to a mobile food cart and are exempt from sign requirements in Section 19. Additional signage is subject to the following:
 - 1. One temporary sign per mobile food unit is permitted to be placed on the subject site. Temporary signs may be no larger than six (6) square feet, may only be placed on private property, and must not obstruct pedestrian pathways.
 - 2. Temporary signs shall not be located within the public right-of-way.
 - 3. Temporary signs allowed under these provisions shall only be displayed during operating hours.
 - 4. Permanent sign shall comply with provisions in Section 19.
- (K) **Services.** Fully contained mobile food carts are permitted. Carts that require a water source, power source, or waste disposal location are permitted only where appropriate city service connections are available, as determined by the City.

27.04 Permit Required.

- (A) A permit issued by the City is required before a mobile food cart can be established in the city. The permit shall require the mobile food cart to comply with applicable health and building requirements.
- (B) A site for mobile food carts (food pod) requires a Type II Site Development Review.

SECTION 28.00

Master Planned Developments (MPD)

28.01 Purpose.

28.02 Applicability.

28.03 MPD Review Process.

28.04 MPD Concept Plan Submission.

28.05 Concept Plan Approval Criteria.

28.06 Modifications to Standards.

28.07 Concept Plan Approval, Modification, and Expiration.

28.08 Final Development Plan Submission.

28.09 Final Development Plan Review.

SECTION 28.00

Master Planned Developments

28.01 Purpose. To provide a means for phased master planning of large development sites while encouraging innovative planning that benefits the community.

28.02 Applicability. At the applicant's discretion and subject to city approval, the MPD designation may be applied over city base zone(s) on sites of two acres or more under the applicant's control.

28.03 MDP Review Process.

There are two required steps for MPD approval, which may be completed individually or combined for concurrent review:

- (A) Concept Plan Review: The concept plan, which may include a preliminary subdivision plan, shall be reviewed by the Planning Commission under Type II procedure per Section 12.01.C.
- (B) Final Development Plan Review: The Final Plan must be in substantial compliance with the approved Concept Plan and meet all applicable ADO standards. The Final Plan (including the final site plan and final subdivision plat, if necessary) shall be reviewed by the Administrative Official under Type I.B procedure per Section 12.01.B.

28.04 MDP Concept Plan Submission:

A Concept Plan application shall include the following:

(A) An Application narrative:

- 1. Describing planning objectives to be achieved by the master planned development, the character of the proposed development, and the rationale behind the assumptions and choices made by the applicant;
- 2. Demonstrating compliance with the applicable Concept Plan approval criteria contained in Section 28.05;
- 3. Describing the proposed development schedule including the duration and location of each proposed development phase, and public facilities and private amenities to be provided in each phase;
- 4. Stating the applicant's intentions regarding the future selling or leasing of all or portions of the planned development;
- 5. Describing the maintenance plan for any common areas or lands not dedicated to a public agency or owned in fee simple; and
- 6. Identifying any proposed modifications to ADO development standards or public works design standards.

(B) If subdivision is proposed, the applicant shall provide:

- 1. All subdivision preliminary plat submission requirements in Section 20.25; and
- 2. A narrative demonstrating compliance with subdivision approval criteria in Section 20.26.

(C) Required Concept Plans and Maps:

- 1. Vicinity Map;

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2. Site Analysis Map per Section 21.05(A);
 3. A Conceptual Site Plan, including general land use plan, building envelopes, circulation plan, open space network, general utility connections and alignments, and other information necessary to convey the concept plan;
 4. Preliminary grading plan;
 5. Preliminary landscape plan, including plan for retention of existing vegetation and general planting areas;
 6. Preliminary architectural plans, intended architectural styles, building heights, massing, and general materials;
 7. Preliminary sign plan, including locations, general size, style and materials of signs, such as entry monument and wayfinding signs, as applicable; and
- (D) Covenants and Restrictions: A copy of all existing covenants and restrictions, and general description of proposed covenants and restrictions related to common areas, circulation and parking, and the like).

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28.05 Concept Plan Approval Criteria:

The Planning Commission must determine that the following criteria are met to approve a Concept Plan. The Planning Commission must deny an application if all applicable criteria have not been met, except where modifications to development standards are requested per Section 28.06.

- (A) Comprehensive Plan: The proposal does not conflict with specific mandatory policies related to master planned development or park dedication requirements in the Comprehensive Plan;
- (B) Section 20 Land Divisions: If a land division is proposed, Section 20.17 or 20.26 requirements for partition or subdivision preliminary plan approval, consistent with the type of land division proposed, must be met;
- (C) Site Development Review Criteria: The Concept Plan is consistent with Section 21.06 Site Development Review approval criteria, recognizing that additional details will be provided in the Final Development Plan.
- (D) Public facilities: The proposal demonstrates that adequate public facility capacity to serve the proposed development including sewer, water, and the transportation system;
- (E) Open Space: Concept Plans shall have a minimum of 20% open space, which may be public, private, or a combination of public and private open space.
 1. The 20% minimum open space requirement includes open space resulting from meeting open space, landscaping, and parks dedication requirements of the applicable zone(s).
 2. The city, through conditions of approval, may also require public access be provided, where necessary to mitigate development impacts or to meet public recreational needs identified in the Comprehensive Plan.

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28.06 Modifications to Standards:

Development standards may be modified through the Concept Plan review process without the need for a Section 13 variance, if the Planning Commission determines that the proposed modification provides greater public benefit than would otherwise occur under the

requirement(s) proposed for modification. To make this determination, the Planning Commission must find that Criteria (A) or (B) are met.

- (A) The proposed modification equally or better meets the purpose of the applicable ADO standard(s) to be modified;
- (B) The modification to one or more standards provides public benefits greater than would have resulted from strict application of the standard(s) to be modified:
 - 1. Greater protection of natural features than would be required of a project that strictly conforms to ADO standards;
 - 2. Improved transportation connectivity, such as the provision of pathways and/or other transportation facilities, that would not otherwise be required under minimum code standards;
 - 3. Sustainable development design meeting the certification criteria of a nationally recognized sustainable development/green building rating system;
 - 4. Provision of affordable housing, a greater variety of housing types, or smaller lot sizes, than would be allowed by code standards;
 - 5. Other benefits that fulfill Comprehensive Plan policies as determined by the Planning Commission.
- (C) Engineering design standards: Modifications to the city's engineering design standards require separate variance to such standards approved by the City Engineer. The city may grant such variances concurrently with approval of the MDP Concept Plan.

28.07 Concept Plan Approval, Modification, and Expiration:

- (A) Upon approval of a Concept Plan, the approved plan, including any conditions of approval and modifications, shall be binding on future uses and development of the property, except where an approval expires.
- (B) Expiration: Except as provided by (C) or (D), below, a Concept Plan shall become void two years after the date of approval if the applicant, or successor, has not filed with the city an application for a Final Development Plan per Section 28.08.
- (C) Phased MDP: The applicant may propose, and the Planning Commission may approve a multi-phased development plan with specific performance standards.
 - 1. The phasing plan must show the timing and development area for each phase, including public facilities and public and private amenities.
 - 2. Public and private amenities shall not be deferred to later phases of the project.
 - 3. In no case shall the phased Concept Plan extend beyond 10 years.
- (D) Extension: At its discretion, the city may grant up to three extensions of the concept plan approval period, not to exceed 1 year per extension, provided that:
 - 1. The extension request is made before expiration of the Concept Plan;
 - 2. The applicant has demonstrated that substantial progress has been made towards implementation of the Concept Plan; and
 - 3. There have been no substantive changes to the applicable Comprehensive Plan policies or ADO provisions on which the approval was based.

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28.08 Final Development Plan Submission:

Final Development Plan submission requirements are determined based on the conditions of approval for the MDP Concept Plan and ADO requirements:

- (A) Final Development Plan: The applicant must demonstrate why the Final Development Plan submission substantially conforms with the approved Concept Plan and shall provide the information required for site development review per Section 21.05.
- (B) Final Subdivision Plat: If a preliminary subdivision plan has been approved, the applicant must demonstrate why the final plat submission substantially conforms with the preliminary subdivision plan approved in conjunction with the Concept Plan and shall meet Section 20.26(B) through (F) and Section 20.27 subdivision requirements.

28.09 Final Development Plan Review:

The Administrative Authority is responsible for reviewing Final Development Plans under Type I.B procedure per Section 12.01.B.

- (A) To approve a Final Development Plan, the Administrative Authority must provide written findings demonstrating that the Final Development substantially conforms with the approved Concept Plan, including any Concept Plan conditions of approval.
- (B) If the Administrative Authority cannot make this determination based on evidence submitted by the applicant, the Approval Authority shall find the application to be incomplete and shall provide a written list of changes to the Final Development Plan necessary to substantially comply with the approved Concept Plan.
- (C) Concept Plan Changes:
 - 1. The Administrative Authority may approve minor changes to the approved Concept Plan if necessary to correct an error, or to address changes in circumstances beyond the applicant's control that have occurred since the date of project approval.
 - 2. Other changes to the approved Concept Plan must be reviewed by the Planning Commission under Type II procedure per Section 12.01.C. The burden of proof shall be on the applicant to show that the proposed change(s) are consistent with Section 28.05 Concept Plan approval criteria.
- (D) Open space areas shall be shown on the Final Development Plan and recorded with the final plat or separate instrument; and the open space shall be conveyed in accordance with one of the following methods:
 - 1. By dedication to the city as publicly owned and maintained open space. Open space proposed for dedication to the city must be acceptable to the Planning Commission regarding the size, shape, location, improvement, environmental condition (for example, the applicant may be required to provide an environmental assessment), and approved by City Council based on budgetary, maintenance, and liability considerations; or
 - 2. By leasing or conveying title (including beneficial ownership) to a

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corporation, homeowners' association, or other legal entity. The terms of such lease or other instrument of conveyance must include provisions for maintenance and property tax payment acceptable to the city.

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ILLUSTRATIONS

How to Calculate Clear-Vision Area

How to Determine a Story or Basement

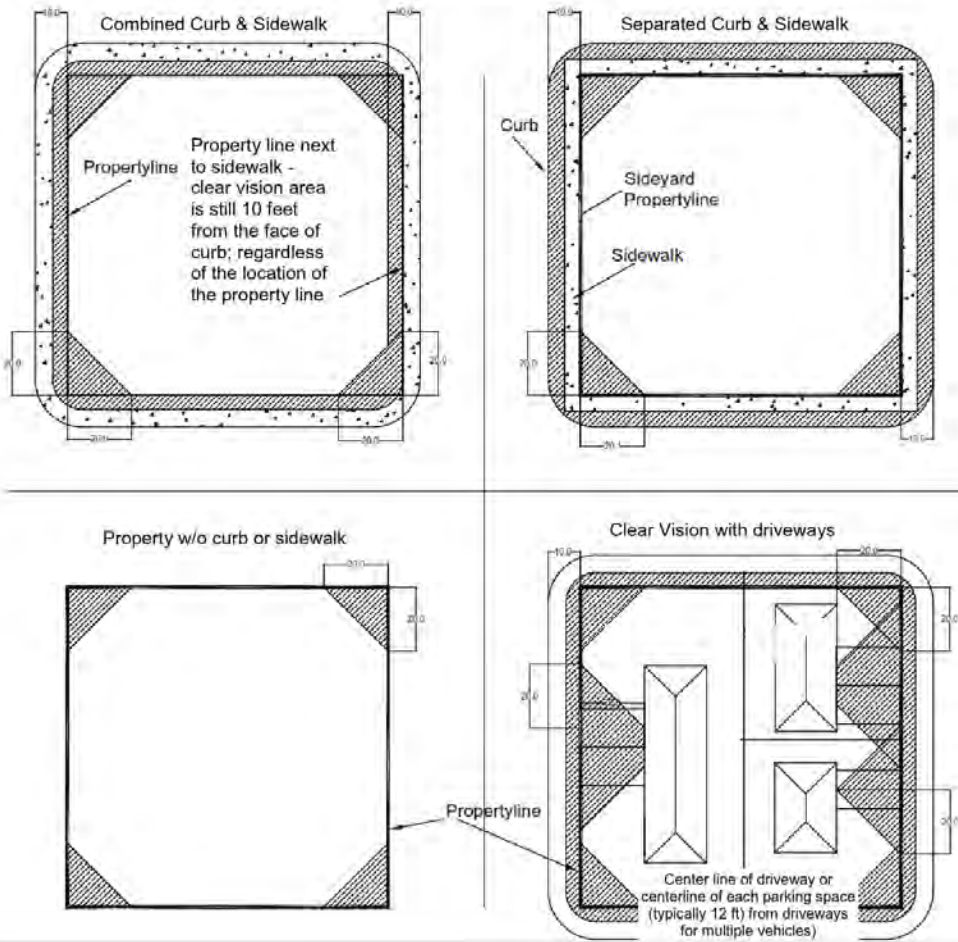
How to Establish Building Lines, Front, and Rear for Odd Shaped Lots

Lot Types

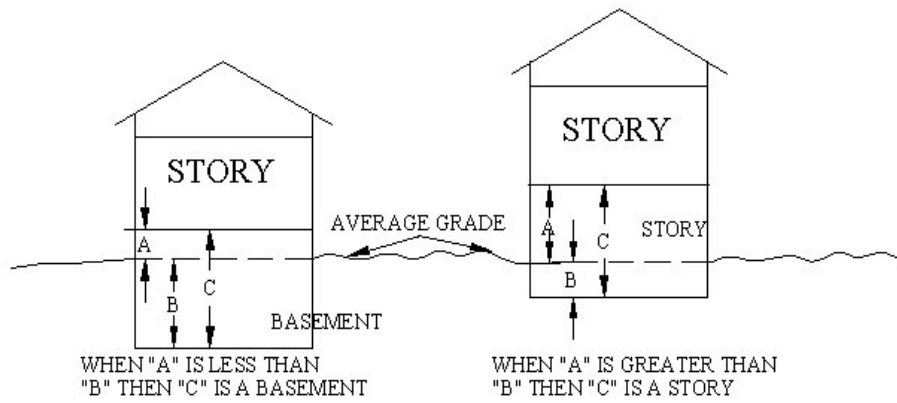
Wall Height

HOW TO CALCULATE CLEAR-VISION AREA

CLEARVISION



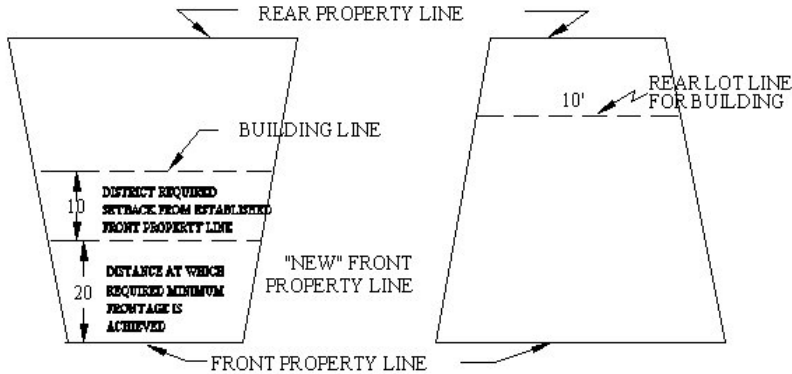
HOW TO DETERMINE A STORY OR BASEMENT



HOW TO DETERMINE A STORY OR A BASEMENT

HOW TO ESTABLISH BUILDING LINES, FRONT AND REAR FOR ODD SHAPED LOTS

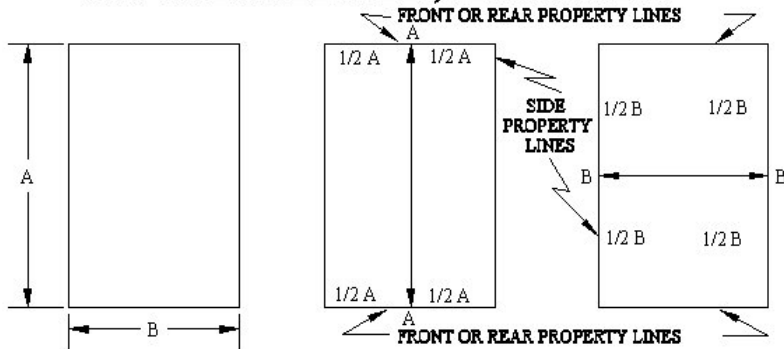
HOW TO ESTABLISH BUILDING LINES, FRONT AND REAR FOR ODD SHAPED LOTS



THE "NEW" FRONT PROPERTY LINE IS THE LINE PARALLEL TO THE ESTABLISHED FRONT PROPERTY LINE WHICH MEASURES THE MINIMUM FRONTAGE REQUIREMENTS FOR THE ZONE

THE REAR PROPERTY LINE FOR BUILDING IS THE LINE PARALLEL TO THE REAR PROPERTY LINE WHICH MEASURE THE MINIMUM TEN FEET

HOW TO MEASURE LOT AREA, WIDTH AND DEPTH



LOT DEPTH: DISTANCE ALONG A-A, FROM MID-POINT OF FRONT PROPERTY LINE TO MID-POINT OF REAR PROPERTY LINE

LOT WIDTH: DISTANCE ALONG B-B, FROM MID-POINT OF SIDE PROPERTY LINE TO MID-POINT OF SIDE PROPERTY LINE

WALL HEIGHT

HOW DETERMINE AVERAGE WALL HEIGHT OF A BUILDING

THE AVERAGE WALL HEIGHT IS MEASURED
FROM THE AVERAGE GROUND LEVEL TO
THE TOP OF THE WALL

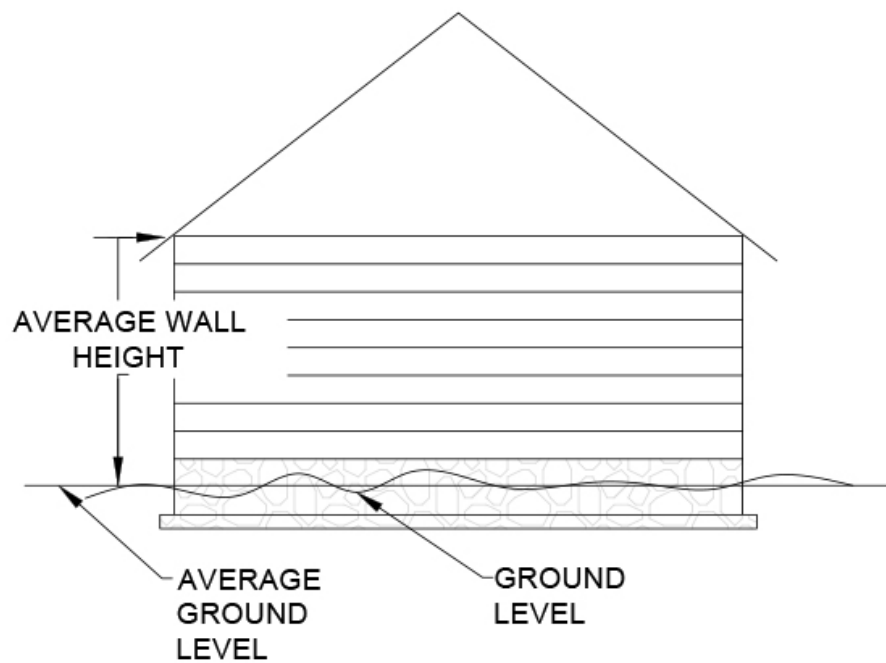


Exhibit B

ORDINANCE NO. 722

AN ORDINANCE AMENDING ORDINANCE 705 THE AUMSVILLE DEVELOPMENT ORDINANCE, INCLUDING PROVISIONS TO REDUCE PARKING SPACE DIMENSIONS FOR LARGE OFF-STREET PARKING LOTS, AND ADOPTING STANDARDS AND PROCEDURES FOR MASTER PLANNED DEVELOPMENTS.

WHEREAS, the City Council for the City of Aumsville directed the City Planning Commission and staff to amend various sections of the Aumsville Development Ordinance, originally adopted with Ordinance 705 and most recently amended by Ordinance 711; and

WHEREAS, the Planning Commission for the City of Aumsville conducted a duly-noticed public hearing on October 5, 2023 regarding Planning File "Legislative Amendment #2023-10 LA," and made findings recommending to the City Council certain amendments to the Aumsville Development Ordinance (ADO); and

WHEREAS, the City Council, pursuant to the provisions of the Aumsville Development Ordinance, after appropriate notice given, has conducted a hearing to take testimony, hear arguments and to consider all the evidence concerning such proposed Development Ordinance amendments, referenced as Planning File "Legislative Amendment #2023-10 LA," such hearing being conducted on October 23, 2023; and

WHEREAS, the City Council has considered all relevant evidence and deliberated.

NOW, THEREFORE, the City of Aumsville ordains as follows:

Section 1. In addition to the recitals included above, the City Council does hereby adopt the findings contained in the Staff Report to the City Council dated October 23, 2023, which is incorporated herein by this reference.

Section 2. Based upon the findings adopted herein, the package of legislative amendments to the Aumsville Development Ordinance, attached here to as Exhibit "A", is hereby adopted.

Section 3. ADO Section 1.00 Definitions. The following definition is added:

Hotel(s)/Motel(s): any transient lodging, transient lodging facilities, short-term rentals, and/or any structure, or portion of any structure, which is occupied, used, intended,

and/or designed for transient occupancy for 30 days or less, for dwelling, lodging, or sleeping purposes.

Section 4. ADO Section 6.10 General Requirements. The general requirements for residential multi-family zoning is clarified as follows:

6.10 General Requirements. Multifamily dwellings, Single-family dwellings, attached single family dwellings, accessory dwelling units, duplexes, and manufactured homes shall meet the following requirements:

Section 5. ADO Section 8.08 Yard Requirements. Requirements are amended to refer to section 23.00 as follows:

8.08 Yard Requirements: See landscaping requirements section 23.00.

Section 6. ADO Section 10.02 Permitted Use. (B) Retail and Services. Bullet 5. Interchange Development Zone permitted uses for retail and services are amended to clarify wording related to short-term lodging as follows:

5. Traveler accommodations, including hotels and motels; but excluding camping and recreational vehicle parks.

Section 7. ADO Section 18.03 Parking Location, Shared Parking, and Driveways. (A) Off-Site Parking. Is amended to add multi-family dwellings as follows:

(A) Off-Site Parking. Except for single-family, duplex, and Multi -family dwellings, the vehicle parking spaces required by this section may be located on another parcel of land, provided the parcel is within a reasonable walking distance of the use it serves. The distance from the parking area to the use shall be measured from the nearest parking space to a building entrance, following a sidewalk or other pedestrian route. The right to use the off-site parking must be evidenced by a recorded deed, lease, easement, or similar written instrument.

Section 8. ADO Section 18.08 Parking and Loading Development Standards. (D) Size of parking spaces and driveways. Bullet 6. Parking space size requirements are amended as follows:

6. Developments with requirements that exceed 100 spaces may reduce spacing size following the chart below. In no case will the full-size spaces be reduced to below 25% of the required spaces. Should no compact spaces be used, mid-size spaces will not exceed 75% of the required spaces. Of the required spaces rounding up to the nearest whole number.

Developments requiring more than 100 spaces	Compact not to exceed 5%	Mid-size not to exceed 75%	Full size must include 20%
	8'x18'	9'x19'	10'x20'

Section 9. ADO Section 28.00 Master Planned Developments (MPD). Section 28.00, intended to provide a means for phased master planning of large development sites, is added:

28.00 Master Planned Developments

28.01 Purpose.

28.02 Applicability.

28.03 MDP Review Process.

28.04 MDP Concept Plan Submission.

28.05 Concept Plan Approval Criteria.

28.06 Modifications to Standards.

28.07 Concept Plan Approval, Modification and Expiration.

28.08 Final Development Plan Submission.

28.09 Final Development Plan Review.

28.01 Purpose:

To provide a means for phased master planning of large development sites while encouraging innovative planning that benefits the community.

28.02 Applicability:

At the applicant's discretion and subject to city approval, the MPD designation may be applied over city base zone(s) on sites of two acres or more under the applicant's control.

28.03 MDP Review Process:

There are two required steps for MPD approval, which may be completed individually or combined for concurrent review:

(A) Concept Plan Review: The concept plan, which may include a preliminary subdivision plan, shall be reviewed by the Planning Commission under Type II procedure per Section 12.01.C.

(B) Final Development Plan Review: The Final Plan must be in substantial compliance with the approved Concept Plan and meet all applicable ADO standards. The Final Plan (including the final site plan and final subdivision plat, if necessary) shall be reviewed by the Planning Commission under Type II procedure per Section 12.01.C.

28.04 MDP Concept Plan Submission:

A Concept Plan application shall include the following:

(A) An application narrative:

(1) Describing planning objectives to be achieved by the master planned development, the character of the proposed development, and the rationale behind the assumptions and choices made by the applicant;

(2) Demonstrating compliance with the applicable Concept Plan approval criteria contained in Section 28.05;

(3) Describing the proposed development schedule including the duration and location of each proposed development phase, and public facilities and private amenities to be provided in each phase;

(3) Stating the applicant's intentions regarding the future selling or leasing of all or portions of the planned development;

(5) Describing the maintenance plan for any common areas or lands not dedicated to a public agency or owned in fee simple; and

(6) Identifying any proposed modifications to ADO development standards or public works design standards.

(B) If subdivision is proposed, the applicant shall provide:

(1) All subdivision preliminary plat submission requirements in Section 20.25; and

(2) A narrative demonstrating compliance with subdivision approval criteria in Section 20.26.

(C) Required Concept Plans and Maps:

(1) Vicinity Map;

(2) Site Analysis Map per Section 21.05(A);

(3) A Conceptual Site Plan, including general land use plan, building envelopes, circulation plan, open space network, general utility connections and alignments, and other information necessary to convey the concept plan;

(4) Preliminary grading plan;

(5) Preliminary landscape plan, including plan for retention of existing vegetation and general planting areas;

(6) Preliminary architectural plans, intended architectural styles, building heights, massing, and general materials;

(7) Preliminary sign plan, including locations, general size, style and materials of signs, such as entry monument and wayfinding signs, as applicable; and

(D) Covenants and Restrictions: A copy of all existing covenants and restrictions, and general description of proposed covenants and restrictions related to common areas, circulation and parking, and the like).

28.05 Concept Plan Approval Criteria:

The Planning Commission must determine that the following criteria are met to approve a Concept Plan. The Planning Commission must deny an application if all applicable criteria are not met, except where modifications to development standards are requested per Section 28.06.

(A) Comprehensive Plan: The proposal does not conflict with specific mandatory policies related to master planned development, transportation improvements or park dedication requirements in the Comprehensive Plan;

(B) Section 20 Land Divisions: If a land division is proposed, the requirements in Section 20.17 or 20.26 for a partition or subdivision preliminary plan, consistent with the type of land division proposed, must be met;

(C) Site Development Review Criteria: The Concept Plan is consistent with Section 21.06 Site Development Review approval criteria, recognizing that additional details will be provided in the Final Development Plan.

(D) Public facilities: The proposal demonstrates that adequate public facility capacity to serve the proposed development including sewer, water, and the transportation system, consistent with the City's adopted engineering design and construction standards, are

available or will be made available by the applicant;

(E) Open Space: Concept Plans shall have a minimum of 20% open space, which may be public, private, or a combination of public and private open space.

(1) The 20% minimum open space requirement includes open space resulting from meeting open space, landscaping, and parks dedication requirements of the applicable zone(s).

(2) The city, through conditions of approval, may also require public access to open space be provided, where necessary to mitigate development impacts or to meet public recreational needs identified in the Comprehensive Plan.

28.06 Modifications to Standards:

Development standards may be modified through the Concept Plan review process without the need for a Section 13 variance, if the Planning Commission determines that the proposed modification provides greater public benefit than would otherwise occur under the requirement(s) proposed for modification. To make this determination, the Planning Commission must find that Criteria (A) or (B) are met.

(A) The proposed modification equally or better meets the purpose of the applicable ADO standard(s) to be modified; and

(B) The modification to one or more standards provides public benefits greater than would have resulted from strict application of the standard(s) to be modified:

(1) Greater protection of natural features than would be required of a project that strictly conforms to ADO standards;

(2) Improved transportation connectivity, such as the provision of pathways and/or other transportation facilities, that would not otherwise be required under minimum code standards;

(3) Sustainable development design meeting the certification criteria of a nationally recognized sustainable development/green building rating system;

(4) Provision of affordable housing, a greater variety of housing types, or smaller lot sizes, than would be allowed by code standards;

(5) Other benefits that fulfill Comprehensive Plan policies as determined by the Planning Commission.

(C) Engineering design standards: Modifications to the city's engineering design standards require separate variance to such standards approved by the City Engineer. The city may grant such variances concurrently with approval of the MDP Concept Plan.

28.07 Concept Plan Approval, Modification and Expiration:

(A) Upon approval of a Concept Plan, the approved plan, including any conditions of approval and modifications, shall be binding on future uses and development of the property, except where an approval expires.

(B) Expiration: Except as provided by (C) or (D), below, a Concept Plan shall become void two years after the date of approval if the applicant, or successor, has not filed with the city an application for a Final Development Plan per Section 28.08.

(C) Phased MDP: The applicant may propose, and the Planning Commission may approve a multi-phased development plan with specific performance standards.

(1) The phasing plan must show the timing and development area for each phase, including public facilities and public and private amenities.

(2) Public and private amenities, including transportation improvements, shall not be deferred to later phases of the project.

(3) In no case shall the phased Concept Plan extend beyond 10 years.

(D) Extension: At its discretion, the city may grant up to three extensions of the concept plan approval period, not to exceed 1 year per extension, provided that:

(1) The extension request is made before expiration of the Concept Plan;

(2) The applicant has demonstrated that substantial progress has been made towards implementation of the Concept Plan; and

(3) There have been no substantive changes to the applicable Comprehensive Plan policies or ADO provisions on which the approval was based.

28.08 Final Development Plan Submission:

Final Development Plan submission requirements are determined based on the conditions of approval for the MDP Concept Plan and ADO requirements:

(A) Final Development Plan: The applicant must demonstrate why the Final Development Plan submission substantially conforms with the approved Concept Plan and shall provide the information required for site development review per Section 21.05.

(B) Final Subdivision Plat: If a preliminary subdivision plan has been approved, the applicant must demonstrate why the final plat submission substantially conforms with the preliminary subdivision plan approved in conjunction with the Concept Plan and shall meet Section 20.26(B) through (F) and Section 20.27 subdivision requirements.

28.09 Final Development Plan Review:

The Planning Commission is responsible for reviewing Final Development Plans under Type II procedure per Section 12.01.C.

(A) To approve a Final Development Plan, the Planning Commission must provide written findings demonstrating that the Final Development substantially conforms with the approved Concept Plan, including any Concept Plan conditions of approval.

(B) If the Planning Commission cannot make this determination based on evidence submitted by the applicant, the Planning Commission shall find the application to be incomplete and shall provide a written list of changes to the Final Development Plan necessary to substantially comply with the approved Concept Plan.

(C) Concept Plan Changes:

(1) The Administrative Authority under a Type I.B procedure may approve minor changes to the approved Concept Plan if necessary to correct an error, or to address changes in circumstances beyond the applicant's control that have occurred since the date of project approval.

(2) Other changes to the approved Concept Plan must be reviewed by the Planning Commission under Type II procedure per Section 12.01.C. The burden of proof shall be on the applicant to show that the proposed change(s) are consistent with Section 28.05 Concept Plan approval criteria.

(D) Open space areas shall be shown on the Final Development Plan and recorded with the final plat or separate

Section 10. The City Recorder is directed to incorporate the amendments into the Municipal Code, making corrections to any scrivener's errors that may be found.

Section 11. Except as amended herein the remainder of Ordinance No. 705 shall remain in full force and effect.

Section 12. Emergency Clause. It is hereby adjudged and declared that existing conditions are such that this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the City of Aumsville. An emergency is hereby declared to exist, and this ordinance shall take effect and be in full force and effect when passed by the council and signed by the mayor.

THEREFORE:

PRESENTED AND PASSED the first reading by unanimous vote on the 23rd day of October, 2023. ADOPTED AND PASSED by second reading by the Aumsville City Council on the 23rd day of October, 2023.

Angelica Ceja, Mayor

Attest:

Ron Harding, City Administrator

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AUMSVILLE CITY COUNCIL

STAFF REPORT

HEARING DATE: October 23, 2023

FILE NUMBER: Subdivision #2023-05 SUB Youmans Clover Street Subdivision

OWNER: Thomas Youmans, Aumsville, OR

APPLICANT: Udell Engineering and Land Surveying, LLC. Lebanon, OR

PROPOSAL: Application to subdivide five properties totaling approximately 3.96 acres into 15 residential lots, plus storm water tract, with public street improvements to Clover Street. This subdivision involves the replat of Lots 5 and 6 of Shamrock Estates. The average lot size as proposed is 9,196 SF. Three of the four existing single-family houses will remain. Eleven lots are shown as duplex lots, and one lot is shown as a four-plex. As proposed, the subdivision would develop 26 new housing units (29 total). No structures are reviewed with this subdivision application.

LOCATION:

ADDRESS	TAX LOT	SIZE
222 Clover Street	082W25DA00200	30,056 SF
N/A	082W25DA00100	81,022 SF
575 N 1 st Street	082W25DA06600	27,007 SF
381 Shamrock Street	082W25DA08300	16,633 SF
377 Shamrock Street	082W25DA08400	17,936 SF

ZONE: RM – Residential Multi-Family

CRITERIA: Aumsville Development Code, Sections: 6.00 RM Residential Multi-Family, 18.00 Off-Street Parking & Loading, 20.00 Land Divisions, 20.21 Subdivision Requirements, 20.30 Replatting, 20.34 Design Standards, 22.00 Supplementary Zone Regulations.

PROCEDURE: A subdivision is a Type III Action with public hearings before the Planning Commission and City Council. The Planning Commission makes a recommendation to the City Council, which makes the final decision. Notice of any public hearings must be posted on the subject property at least 10 days prior, and written notice shall be mailed to owners of property within 100’ of the subject property. Where a multiple hearing application is scheduled, only a 10-day written notice shall be required.

EXHIBITS:

- A. RFC Review Comments from City Departments and Partners
- B. Full Subdivision Application Package

I. BACKGROUND

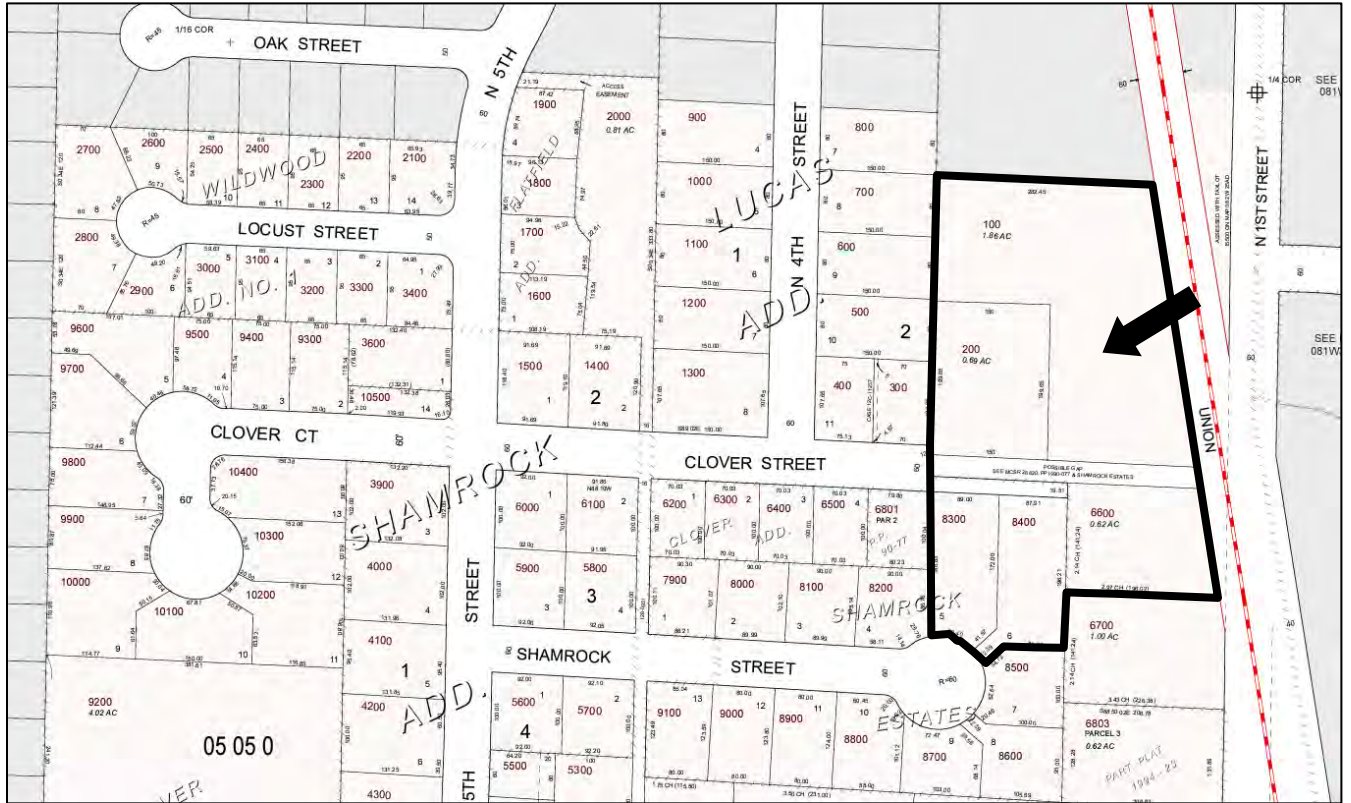
A. SUMMARY OF PLANNING COMMISSION HEARING

On Thursday, October 5, 2023, the Aumsville Planning Commission held a public hearing on the proposed Youmans Clover Street Subdivision. No declarations of conflict of interest, bias, or ex-parte contact were made by members of the Planning Commission other than drive-by site visits. There were no challenges made to the disclosures, the notice, or to the jurisdiction of the Planning Commission to hear the land use application. Following a staff report from contract City Planner Holly Byram, the applicant made a presentation. The applicant was represented by Brian Vandetta of Udell Engineering and Land Surveying LLC. Property owner Thomas Youmans was also in attendance and commented. The applicant had no objections to the recommended conditions of approval. The Planning Commission invited public testimony from all interested parties in attendance both in person and online via Zoom. No other public testimony was offered. There were questions from the Planning Commission and staff regarding Lot 7 fire apparatus turn-around easement, alignment of Clover Street continuation north to Del Mar, connectivity of the pedestrian and bicycle path to 1st Street, and options to ensure target density. No continuation was requested by any party. Once the public hearing was closed, the Planning Commission deliberated and voted unanimously 3-0-0 to recommend the Aumsville City Council approve the proposed subdivision and replat, and adopt the findings and recommended conditions of approval contained in the staff report, as revised by the Planning Commission motion to include revised condition of approval (D) regarding Park and Open Space, as provided in staff's memo.

B. APPLICATION TIMELINE

The applicant property owner participated in a Pre-Application conference with City staff and partner agencies in January of 2023. The initial subdivision application was submitted to City of Aumsville on May 17, 2023. A revised subdivision plan was submitted on June 2, 2023. The application was deemed incomplete in a letter to the applicant dated June 16, 2023. A revised application package was submitted on July 13, 2023. That package was deemed complete upon receipt, and staff requested the applicant to confirm a September hearing date. The property owner was planning to be out of town for the month of September, and requested an October hearing date. Staff agreed to the October date, as the property owner indicated that he was willing to sign a time extension waiver to the 120-day local decision deadline. The Planning Commission hearing is scheduled for October 5th (typo corrected), and the City Council hearing is scheduled for October 23rd. Using July 13th as the complete date, the 120-day deadline for a local decision is November 10, 2023.

C. VICINITY MAP



D. AERIAL OF EXISTING CONDITIONS (Source: Marion County GIS, 2023)



E. PROPOSED SUBDIVISION & REPLAT (Provided by the applicant. Cropped to zoom)



II. AUMSVILLE DEVELOPMENT ORDINANCE (ADO) REVIEW CRITERIA

SECTION 6.00 RM RESIDENTIAL MULTI-FAMILY

6.01 Uses Permitted Outright:

(A) Single-family dwelling;

(B) Accessory Dwelling Unit (one per detached single-family dwelling), subject to the provisions in Section 22;

(C) Duplexes; triplexes;

(D) Apartments; ...

FINDINGS: The proposed subdivision will create 15 lots for future residential development. Three of the four existing single-family dwellings are proposed to remain. Lot 11 shows a potential four-plex. And all other lots are shown with potential duplexes. No specific structures are reviewed for development permits at this time. The list above shows uses allowed outright in the RM zone. Pursuant to ADO 21.03, residential structures of more than three units shall be subject to Site Development Review. This standard is met.

SECTION 20.00 LAND DIVISIONS

20.21 Subdivision Requirements

20.22 Subdivision: A subdivision is the creation of four or more lots from one parent lot or parcel within a calendar year. It is recommended that the applicant confer with the City regarding application requirements.

FINDINGS: This application package includes both a Replat and a Subdivision request. Specifically, the applicant proposes to replat Lots 5 and 6 of the Shamrock Estates into four lots labeled Lots # 12-15. The full subdivision package proposes a total of original 5 parent parcels to be subdivided into 15 residential lots plus a stormwater tract and full public street right-of-way dedication. Prior to deeming complete, staff confirmed with the Marion County Surveyor's office that both the replat and subdivision could be reviewed/approved/recorded concurrently. This standard is met.

20.26 Decision Criteria: Approval of a subdivision application requires compliance with the following criteria:

(A) The overall dwelling density shall be consistent with policies contained in the Comprehensive Plan.

FINDINGS: The subject properties are designated "Residential Multi-Family" on the adopted Zone Map, with a consistent designation on the Comprehensive Plan Land Use Designation Map. ADO Section 6.00 states "It is the intent of the RM – Residential Multi-Family zone to provide for more concentrated and diverse living arrangements."

The Aumsville Comprehensive Plan used projected residential density of 9 units/gross acre (12 units/acre net, assuming 25% for public street rights-of-way) for High Density Residential lands,

but documented that the actual density developed between 1986 – 1996 was closer to 7.96 units/gross acre for the Multi-Family Zone. Included within the adopted Aumsville Comprehensive Plan are the following policies: “The City shall allow for the use of new land development techniques to encourage a variety of living areas and housing types in all residential districts.” And “The City shall encourage development of housing which meets the needs of all income groups of existing and future residents.”

The Aumsville Comprehensive Plan policies are executed through the adopted Aumsville Development Ordinance. There is no specific minimum-to-maximum density range included in the RM zone standards of the ADO. Overall density of this development is therefore determined in part by minimum lot size of the RM Zone and the market.

Submitted plan sets for this subdivision show three existing single-family homes to remain on Lots 3, 13, and 14. Lot 11 is shown to have a potential four-plex. And all other new lots created by this subdivision are shown to have duplexes. As drafted, this subdivision would result in a total of 29 units (26 new) on nearly 4 acres. This is a density of roughly 7.3 units per gross acre, which is consistent with densities previously documented in the Comprehensive Plan Urbanization chapter. The proposed subdivision complies with the minimum lot size of the RM Zone. This standard is met as adopted by the current ADO.

Note: To achieve the stated policies and projected densities contained in the Comprehensive Plan, the City may consider revising the ADO to adopt minimum density standard. At this time the minimum lot size for the RM-Multi Family Zone is larger than the RS Single-Family Zone, which is somewhat unusual.

(B) Each lot shall satisfy the dimension standards of the applicable zoning district, with the exception of the following:

- 1. The applicant may submit a variance as a part of the subdivision request to modify dimension requirements.*
- 2. For subdivisions exceeding 10 lots, up to 20% of the lots may be reduced in area by a maximum of 10%, provided, the average lot size for the entire subdivision meets or exceeds the minimum lot size required in the underlying zone.*

FINDINGS: Dimensional standards for the RM Zone are found in ADO 6.00. Pursuant to 6.04 ‘Minimum Lot Area,’ the minimum lot size is 8,000 SF for single-family and duplex homes, plus an additional 1,000 SF for each additional dwelling unit over two. All lots proposed with this subdivision exceed the 8,000 SF minimum lot size. The application narrative states that the average lot size is 9,196 SF. Lot 11 proposed for a four-plex exceeds the minimum 10,000 SF. This standard is met as submitted.

ADO 6.05 ‘Minimum Lot Width’ requires a minimum lot width of 80 feet for all properties other than attached units. All proposed lots meet the 80 ft minimum. This standard is met.

ADO 6.07 ‘Minimum Yard Requirements’ addresses building setbacks. These standards apply to the three existing houses proposed to be retained on Lots 3, 13, and 14 along boundaries where the proposed subdivision would alter existing setbacks. In the RM Zone, minimum setbacks are front 20 ft, side 1-story 5 ft or 2-story 7 feet, and rear 10 ft. All setbacks are met as

submitted.

ADO 6.09 'Parking' requires a minimum of two paved off-street parking spaces for each dwelling unit. While no specific structures are reviewed at this time, the submitted plan set includes curb cuts and driveways which demonstrate that it will be feasible to satisfy this standard for the duplex and multi-family structures shown. Off-street parking provision shall be reviewed again at the time of building permit and/or future Site Development Review application, where applicable. This standard can be met through compliance with the corresponding condition of approval.

(C) Adequate public facilities including sewer, water, transportation, parks, and telecommunications shall be available to serve the newly created lots and transportation shall be coordinated with the school district. The subdivision shall comply with applicable requirements of Section 22.

FINDINGS: The land use application package was reviewed by the Aumsville Public Works Department and Contract City Engineer. Their comments were consolidated in an attached letter from Engineer Steve Ward, attached in Exhibit A. Specific comments and standards are addressed in greater detail below. This standard can be met through compliance with the corresponding conditions of approval.

(D) The subdivision shall comply with the applicable design criteria in Section 20.

FINDINGS: Specific design criteria found in ADO Section 20 are addressed below. The subdivision is shown to meet or can feasibly meet through the applicant's compliance with the corresponding conditions of approval, the applicable standards.

(E) The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required, the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.

FINDINGS: The land use application package was reviewed by the Aumsville Public Works Department and Contract City Engineer. Their comments were consolidated in an attached letter from Engineer Steve Ward, attached in Exhibit A. Specific comments and standards are addressed in greater detail below. This standard can be met through compliance with the corresponding conditions of approval.

(F) The application complies with the most recent version of the Oregon Fire Code, including Appendix C and Appendix D.

FINDINGS: The submittal narrative contains detailed responses to the Oregon Fire Code, in addition to the fire details on plan set sheet C1.5. The land use application package was reviewed by the Aumsville Fire Department for comments. The types of applicable standards included in the Oregon Fire Code include fire access street width, corner turning radius, apparatus turnarounds, hydrant spacing, etc. The submitted subdivision plan set shows a turning radius labeled as R28' inside and R48' outside, and the 20-foot wide path of travel is

shown in the Clover Street public right-of-way. Because Clover Street does not yet connect to the north, this subdivision causes a dead-end. To address this constraint, the applicant has shown an apparatus turnaround on Lot 7. This turnaround is proposed to be protected in an easement. No development, parking, or driveway may be permitted within the turnaround easement on Lot 7 until Clover Street is connected north to Del Mar, or an alternate turnaround is developed with prior City approval. Final Fire Department review approval is required prior to final civil plan set approval. Oregon Fire Code standards can be met through compliance with the recommended conditions of approval.

20.30 Replatting

20.31 General Provisions:

(A) Replatting. Replatting is the act of platting the lots, parcels, or easements in a recorded subdivision or partition plat to either reconfigure the existing subdivision or partition; or, increase or decrease the number of lots within a subdivision.

(B) Applicability. Replats shall only apply to recorded partition or subdivision plats.

(C) Partial Replatting. A replatting request may apply to the entire partition or subdivision, or, to only a portion of a partitioning or subdivision.

(D) Authority. The Commission shall have the authority to review and approve proposed replats of a recorded plat.

(E) Utilities.

1. Replats may be used to realign, reduce, or omit utility easements.

2. Affected utility companies or public agencies shall be notified of a replat request affecting utility easements. Notification shall be consistent with notice requirements provided to adjacent property owners. Any utility company or public agency that desires to maintain an easement subject to vacation must notify the City in writing within 14 days of the mailing of the notice.

(F) Effect of Replat.

1. Replats shall not act to vacate any recorded covenants or restrictions.

2. Replats shall not prevent the vacation actions permitted in ORS Chapters 271 or 368.

3. Replats shall not serve to vacate any public street or road.

FINDINGS: This subdivision application includes a replat of Lots 5 and 6 of Shamrock Estates. Shamrock Estates is a recorded subdivision. This constitutes a partial replat. This subdivision does not propose to vacate any easements, covenants, or public streets. This section is satisfied.

20.34 Design Standards

20.35 Design Standards for Lot and Block:

(A) Development shall provide for the continuation or projection of existing public streets in surrounding areas or conform with the plan for the neighborhood or any development plan adopted by the Commission.

FINDINGS: The proposed subdivision shows the continuation of the existing Clover Street right-of-way to the east, and then curving to the north, anticipating a future connection to Del Mar Drive. The timeline for that future connection is unknown, as the connecting property is under different ownership. Clover Street is not proposed to extend east to N 1st Street due to the presence of an existing railroad track. This standard is satisfied to the greatest extent possible.

(B) Lot arrangement shall be such that there will be no foreseeable difficulties, for reason of topography or other conditions, in securing building permits to build on all lots in compliance with the requirements of this ordinance with the exception of lots designed for open space.

FINDINGS: The submitted plan set shows topography on the subject properties. There is no significant topography on site. There are no foreseeable difficulties with the proposed lot arrangement.

(C) Lot dimensions shall comply with the minimum standards of this ordinance. When lots are more than double the minimum area designated by the district, the approval authority shall require that such lots be arranged so as to allow further subdivision and the opening of future streets where it would be necessary to serve such potential lots.

FINDINGS: As previously addressed, the proposed 15 lots meet the dimensional standards of the RM Zone, including minimum lot size and lot width. This standard is met.

(D) Double frontage lots shall be avoided except where necessary to provide separation of residential developments from streets of collector and arterial street status or to overcome specific disadvantages of topography and/or orientation. When driveway access from arterials is necessary for several adjoining lots, the Commission shall require that such lots be served by a combined access driveway in order to limit possible traffic hazards on such streets. The driveway should be designed and arranged so as to avoid requiring vehicles to back into traffic on arterials.

FINDINGS: There are no double-frontage lots, also referred to as through-lots, proposed with this subdivision application. Lot 2 is a corner lot, with frontage on two sections of Clover street's interior curve. As proposed, the driveway appears to meet access spacing standards from the corner. This shall be confirmed again prior to building permit.

(E) The side property lines of a lot shall, as far as practical, run at right angles to the street upon which it faces, except that on a curved street the side property line shall be radial to the curve.

FINDINGS: The side lot lines generally run at right angles to the street upon which they face. This standard is met.

(F) Blocks shall not exceed 600 feet between street lines unless the adjacent layout or special conditions justify greater length. Except where topography or other physical features make it otherwise, block widths shall not be less than 200 feet or more than 400 feet.

FINDINGS: This standard is met as submitted.

(G) Cul-de-sacs shall be as short as possible and shall have a maximum length of 400 feet. In any residential division, no more than 5 lots shall have access on a cul-de-sac bulb except that additional lots may be permitted where one additional off-street parking space is created for each lot which has access on the bulb. The minimum frontage of a lot on

a cul-de-sac shall be 20 feet as measured perpendicular to the radius. Cul-de-sacs and dead-end streets shall have turn-arounds with a radius of not less than 45 feet to the curb line.

FINDINGS: No cul-de-sac bulb is proposed with this subdivision. The dead-end of Clover Street is aligned for extension to the north upon future development of abutting property under different ownership. A turn-around within an easement on Lot 7 is provided for all vehicles to use until a connection is made to Del Mar Drive in the north. The radius of the turn around is 28 feet inside and 48 feet on the outside. This standard is met.

(H) Lots are required to have frontage on a public right-of-way. A private access easement does not fulfill this requirement.

FINDINGS: All proposed lots are shown with direct access on Clover Street, with the exception of Lots 13 and 14 with existing homes already taking access from Shamrock Street. Tract A Stormwater facility does not have direct access on the street, however, this would be a permanent stormwater facility, and would not be a developable lot. Access to this tract and the multi-use path is shown as an easement across Lot 11. This standard is met.

20.36 Public Improvements, General Provisions: The standard specifications for construction, reconstruction, or repair of streets, bikeways, sidewalks, streetlights, curbs, gutters, and other public improvements within the city area as approved in the city's Public Works Design and Construction Standards. Unless otherwise provided in the particular specifications for work authorized, public facility work shall be according to the Public Works Design and Construction Standards. The city engineer may make changes or supplements to the Public Works Design and Construction Standards consistent with the application of engineering principles to the conditions in the city. The city engineer shall incorporate amended or new specifications in the Public Works Design and Construction Standards. In the event of discrepancies between these provisions and the Public Works Design and Construction Standards, the Public Works Design and Construction Standards shall apply.

FINDINGS: Compliance with ADO 20.36 is included as a standard condition of approval. Compliance with the adopted PWDS shall be reviewed by staff prior to civil plan set approval, prior to final platting, and prior to building permit, where applicable.

20.37 Streets:

(A) General Provisions.

- 1. No land use approval or building permit shall be issued unless the development has an approved irrevocable access to a public street. Streets, sidewalks, and bikeways within a development shall be improved in accordance with this ordinance. Any new street or additional street width planned as a portion of an approved street plan shall be dedicated and improved in accordance with this ordinance.*
- 2. Streets shall be created through the approval of a subdivision plat or partition; however, Council may approve the creation of a street by acceptance of a deed provided that such street is deemed essential by Council for the purpose of general traffic circulation. Such conditions as are deemed desirable and which are not at variance with the objectives of ordinance, may be required by Council prior to the approval of the creation of any street.*
- 3. Development proposals shall provide for the continuation of all streets, bikeways, and*

pedestrian facilities within the development and to existing and planned streets, bikeways, and pedestrian facilities outside the development.

FINDINGS: The submitted preliminary plat shows the dedication of a 60-foot wide Clover Street right-of-way to continue the existing section of Clover Street. The new section of Clover Street will be improved with sidewalks on both sides. A proposed multi-use path is shown in an easement across Lot 11 and Tract A, dead-ending on private property at the southern property line of the stormwater basin without a connection to any other pedestrian facility. It is recommended that the proposed pedestrian path make a functional connection to another nearby pedestrian facility outside of this development, specifically N 1st Street. To do this, the applicant will either need to reroute the pedestrian connection, reconfigure the stormwater basin, and/or secure a permanent easement (or lot line adjustment) from the property to the south TL 6700, which is currently also in common ownership. The paved pathway should extend from Tract A to N 1st Street. This is included as a recommended condition of approval.

(B) Location, Width. The location, width, and grade of all streets shall conform to the TSP and shall be considered in their relation to existing and planned streets, to bikeways and pedestrian facilities, to topographic conditions, to public convenience and safety, and in their appropriate relation to the proposed use of the land to be served by such streets. The Aumsville TSP shall take preference over any other approved street plan. Street grades shall be approved by the city engineer who shall give consideration to adequate drainage and traffic safety. Where location of a street is not shown in an approved street plan, the arrangement of streets in a development shall either:

- 1. Provide for the continuation or appropriate projection of existing principal streets in the surrounding areas; or*
- 2. Conform to a plan for the neighborhood approved or adopted by the Commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical or where no plan has been previously adopted. In determining the location of new streets in a development or street plan, consideration shall be given to maximizing available solar access for adjoining development sites. Unless otherwise indicated on an approved street plan, the street right-of-way, sidewalk, bikeway, and roadway widths shall not be less than the minimum width in feet shown in the following table. Where a range is indicated, the width shall be determined by the City.*

Type of Street	Minimum Right-of-Way Width	Minimum Roadway Width	Sidewalk Width	Bike lane Width
Arterials ¹	60-104 feet	40-84 feet	5 feet	6 feet
Collectors	60-94 feet	40-74 feet	5 feet	6 feet ²
Local ³	60 feet	40 feet	5 feet	
Cul-de-sac	50 feet	40 feet	5 feet	
Cul-de-sac bulb	60 foot radius	45 foot radius	5 feet	

¹ Or consistent with county standards.

² As determined by the City Engineer.

³ Curb extensions will be provided at intersections of local streets subject to approval of the City

(C) Street Extensions. Where necessary to give access to or permit a satisfactory future division of adjoining land, streets shall be extended to the boundary lines of the tract to be developed. A barricade shall be constructed at the end of the street by the property owners,

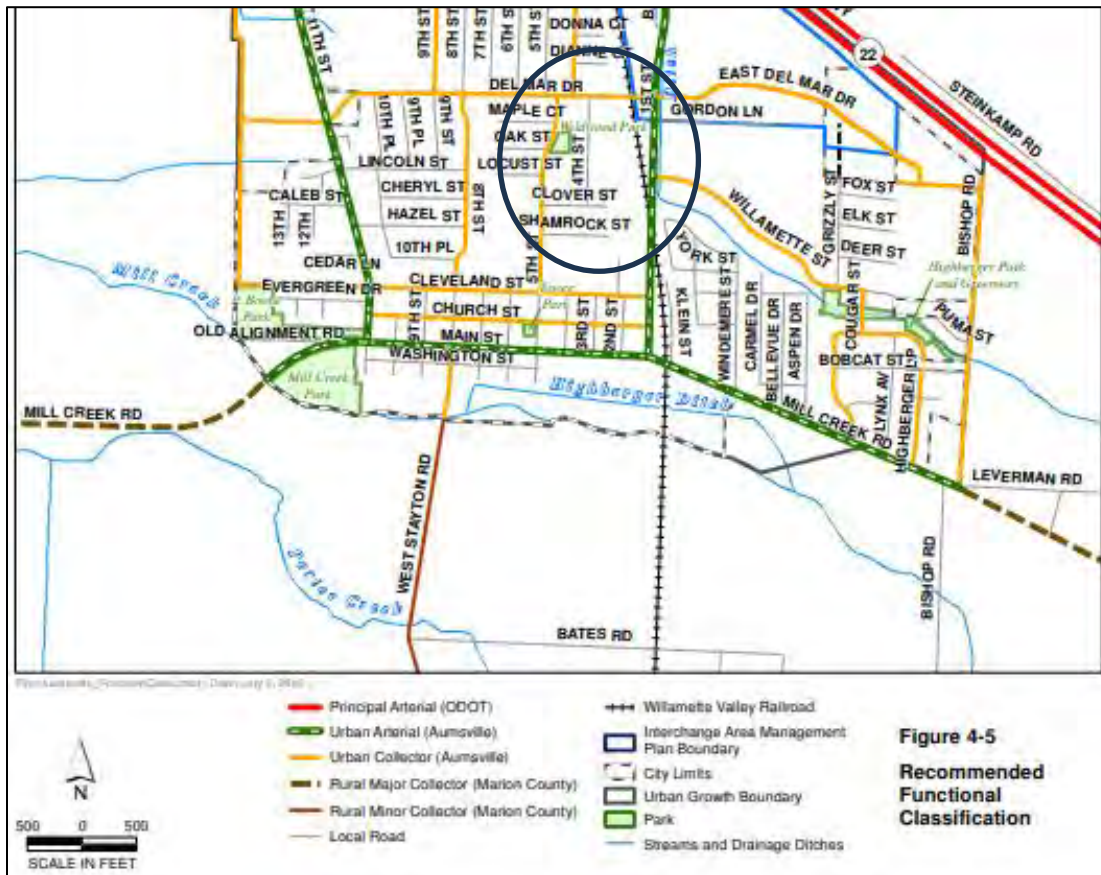
the cost of which shall be included in the street construction cost; and it shall not be removed by any party until authorized by the City.

(D) Alignment. As far as practical, streets shall be dedicated and constructed in alignment with existing streets by continuing the centerlines thereof. In no case shall the staggering of streets making "T" intersections be designed such that jogs of less than 200 feet on such streets are created, as measured from the center line of such street.

(E) Intersections. Streets shall be laid out so as to intersect as nearly as possible at right angles. Proposed intersections of two streets at an acute angle of less than 80 degrees is not acceptable. An oblique street should be curved approaching an intersection to provide at least 100 feet of street at right angles with the intersection. Not more than 2 streets shall intersect at anyone point.

FINDINGS: The proposed alignment of Clover Street is consistent with the facility's current east-west alignment. The northward turn enables a north-south connection to Del Mar Drive, paralleling 4th and 5th Streets, with similar block spacing to that platted between 4th-9th Streets to the north. Clover Street would not continue north of Del Mar due to existing development, so opposing intersection alignment is not a concern in that regard. The existing railroad corridor to the east will provide a constraint as to the exact alignment, to be determined upon future development of TL 15400 and 15300. It is feasible that the intersection will satisfy the intersection angle requirement in subsection (E) above.

Clover Street is shown as a 'local street' classification in the adopted 2010 Aumsville Transportation System Plan (TSP), shown in the cropped map below. When ultimately connected to the north, Clover Street will provide access to 'urban collectors' 5th Street to the west and Del Mar Drive to the north. North 1st Street is an abutting 'arterial' however, it is separated from this subdivision by the railroad tracks. No vehicular connection to 1st Street is proposed, but non-motorized access for bicycles and pedestrians appears to be feasible. Local streets are shown as having a 40-foot wide curb to curb width with 5-foot sidewalks on both sides, within a 60-foot wide right-of-way. No bike lanes are provided on local streets. As submitted, Clover Street meets these standards.



(F) Dead-end streets longer than 400 feet may be approved by the Commission if no other feasible means is available for development of the property and special provisions are made for public facilities, pedestrian and bicycle circulation, and emergency service access. The use of cul-de-sacs and other dead-end streets shall be discouraged and shall only be approved upon a showing by the applicant of unusual or unique circumstances justifying the use of such a street.

1. In cases where cul-de-sacs are determined to be justified they shall only be permitted subject to the following conditions:

(a) There shall be no cul-de-sacs more than 400 feet in length.

(b) All cul-de-sacs shall terminate with circular turnarounds, except where the Commission finds that a "pear" or "hammerhead" turnaround is more appropriate given topography, natural or built features, and expected use.

(c) An accessway shall be provided consistent with the standards for accessways, as determined by the Commission to be necessary to ensure safe, efficient, and convenient multi-modal access.

2. For purposes of this section:

(a) "Unusual or unique circumstances" exist when one of the following conditions prevent a required street connection:

1. Excess slope (8% or more);

2. Presence of a wetland or other body of water; or

3. Existing development on adjacent property prevents a street connection.

(b) "Accessway" means a walkway that provides pedestrian and or bicycle passage either between streets or from a street to a building or other destination such as a school, park, or

transit stop. Accessways generally include a walkway and additional land on either side of the walkway, often in the form of an easement or right-of-way, to provide clearance and separation between the walkway and adjacent uses. Accessways through parking lots are generally physically separated from adjacent vehicle parking or parallel vehicle traffic by curbs or similar devices and include landscaping and lighting. Where accessways cross driveways, they are generally raised, paved, or marked in a manner which provides convenient access for pedestrians.

FINDINGS: With this subdivision application, Clover Street is only temporarily a dead end until unimproved property to the north is developed. The Clover Street right-of-way alignment is located with the intention of street extension. Turnaround and barricade requirements are addressed elsewhere in this report. This standard is met.

(G) Partial Streets. A partial width street, while generally not acceptable, may be approved where reasonably essential to the development when in conformity with the other requirements of these standards and when it will be practical to require the dedication of the other portion when the adjoining property is developed. Whenever a partial street is adjacent to a tract to be developed, the other portion of the street shall be provided within such tract. Reserve strips may be required to preserve the objectives of partial width streets.

FINDINGS: No partial streets are proposed.

(H) Existing Streets. Full street improvements to all existing streets adjacent to, within or necessary to serve the development shall be required at the time of partitioning or subdivision unless the developer demonstrates to the satisfaction of the city engineer that the condition and sections of the existing streets meet all city standards and are in satisfactory condition to handle projected traffic loads. The City may allow the developer to record an approved "Waiver of Rights to Remonstrance for Streets and Public Utility Improvements" in lieu of full street improvements where the following criteria are met:

- 1. The development is a partition; and*
- 2. The existing street to be improved is more than 500 feet from any street or segment with full or 3/4 street improvements; and*
- 3. The existing roadway condition and sections are adequate to handle existing and projected traffic loads; and*
- 4. Existing public utilities (water, sanitary sewer, and storm sewer) located within the existing roadway are adequate, or can be improved without damaging the existing roadway surface.*

(I) 3/4 Street Improvements. 3/4 streets, while generally not acceptable, may be approved in lieu of full street improvements where essential to the reasonable development of an area and when the City finds it to be practical to require the completion of the other 1/4 street improvement when the adjoining property is developed. 3/4 street improvements shall not be allowed unless the following criteria are met:

- 1. The adjoining land abutting the opposite side of the street is undeveloped; and*
- 2. The adjoining land abutting the opposite side of the street is within city limits and the urban growth boundary; and*
- 3. The proposed street improvement will encompass the entire paved surface of the existing street.*

FINDINGS: Full street improvements with public utilities water, sewer, and storm are proposed. This standard is met.

(J) Slope and Curves. Slope shall not exceed 6 percent on arterials, 10 percent on collector streets, or 12 percent on other streets. Center line radii of curves shall not be less than 300 feet on major arterials, 200 feet on secondary arterials, or 100 feet on other streets, and shall be to an even 10 feet. Where existing conditions, particularly the topography, make it otherwise impractical to provide buildable sites, the Commission may accept steeper grades and sharper curves. In flat areas, allowance shall be made for finished street grades having a minimum slope, preferably, of at least 0.5 percent.

FINDINGS: There are no concerns with grades, as the subject property has generally flat topography. The center line of the curve is shown to be less than 100 feet. The ADO grants the Commission/Council the authority to accept sharper curves when impractical to meet the standard. In this case, avoidance of the railroad is a priority. The proposed sharp corner angle allows Clover Street to continue the intersection spacing of parallel roads 4th and 5th Streets, while providing developable depth lots on either side of the street, with the constraint of the railroad corridor to the east. The City Engineer did not express concerns about the proposed alignment. This standard is satisfied.

(K) Railroad Right-of-Way and Intersections.

- 1. Whenever a proposed development contains or is adjacent to a railroad right-of-way, provisions may be required for a street approximately parallel to and on each side of the railroad right-of-way at a distance suitable for the appropriate use of the land between each street and the railroad. The distance shall be determined with due consideration at each cross street of the minimum distance required for approach grades to a future grade separation and to provide sufficient depth to allow screen planting along the railroad right-of-way in non-industrial areas.*
- 2. Where an adjacent development results in a need to install or improve a railroad crossing, the cost for such improvements may be a condition of development approval or other equitable means of cost distribution shall be determined by Council.*

FINDINGS: ODOT Rail staff reviewed the proposed subdivision and expressed no concerns, as no rail crossing was proposed. They did recommend consulting with the railroad itself. Those comments are forthcoming. This standard is met.

(L) Arterial Access. Where a development abuts or contains an existing or proposed arterial street, the development design shall provide adequate protection for residential properties and shall separate residential access and through traffic, or if separation is not feasible, the design shall minimize the traffic conflicts. The design requirements may include any of the following:

- 1. A parallel access street along the arterial.*
- 2. Lots of suitable depth abutting the arterial to provide adequate buffering with frontage along another street.*
- 3. Screen planting at the rear or side property line to be contained in a non-access reservation along the arterial.*
- 4. Other treatment suitable to meet the objectives of this subsection.*

FINDINGS: North 1st Street is an abutting 'arterial' classification. It is separated from this development by the railroad corridor. No direct vehicular access is proposed from Clover Street to N 1st Street. Pedestrian and bicycle access on a multi-use path to 1st Street is included as a recommended condition of approval. This standard is met.

(M) Private Streets...

(N) Traffic Signals...

FINDINGS: No private streets or traffic signals are proposed or required.

(O) Street Names. Except for extensions of existing streets, no street names shall be used which will duplicate or be confused with the name of an existing street. Street names and numbers shall conform to the established pattern in the city and shall be subject to the approval of the city administrator.

(P) Street Signs. The City shall install all street signs, relative to traffic control and street names, as specified by the city engineer for any development. The cost of signs and installation shall be included in the project costs, and the City shall be reimbursed for all materials and labor.

FINDINGS: These standards for street names and street signs are included as standard conditions of approval.

(Q) Bikeways. If appropriate to the extension of a system of bikeways, existing or planned, the Commission may require the installation of separate bicycle lanes within streets and separate bicycle paths. Where possible, bikeways should be separated from other modes of travel including pedestrians. Minimum width for bikeways shall be 6 feet per travel lane.

FINDINGS: Pursuant to the ADO table above, no bike lanes are required on local streets.

(R) Sidewalks. Except where exempted by Council, sidewalks shall be constructed, replaced, or repaired to city standards and shall be located as follows:

- 1. On both sides of all city streets to be built at the time of street construction;*
- 2. On both sides of all previously constructed streets, and in pedestrian easements and rights-of-way and are to be constructed along all portions of the property designated for pedestrian access ways in conjunction with any development of the property. Curbs and sidewalks shall be required for all streets, public or private, access easements, driveways, and other ways used for vehicular travel, which are 24 feet wide or wider.*
- 3. On one side of any industrial street to be constructed at the time of street construction or after determination of curb cut locations if rolled curbing is not used.*
- 4. The City may require a planter strip separation of at least 5 feet between curb and sidewalk in the design of any arterial or collector street where parking is prohibited adjacent to the curb, except where the following conditions exist: inadequate right-of-way, curb side sidewalks already exist on predominant portions of the street; and, conflict with utilities.*
- 5. Sidewalks adjacent to all streets shall be 5 feet in width. Width of sidewalks shall be measured from the back of the curb.*

6. Maintenance of sidewalks and pedestrian walks, curbs, and planter strips shall be the continuing obligation of the adjacent property owner.
7. Accessways shall be installed when required for cul-de-sac or dead-end streets.
8. The Public Works Director shall inspect the construction of sidewalks for compliance with the provisions of this ordinance and the Public Works Design and Construction Standards.

FINDINGS: Five-foot wide sidewalks are proposed on both sides of Clover Street. This standard is met as submitted. An accessway to N 1st Street is recommended.

20.38 Utilities:

(A) Undergrounding. Except as otherwise provided, all utility lines, cables, or wires, including but not limited to those used for electricity, communication, street lighting, and cable television, constructed upon or within land subdivided or prepared for development after the effective date of this ordinance, shall be required to be placed underground. The intent of the City is that no poles, towers, or other structures associated with utility facilities shall be permitted on any street or lot within a subdivision. Overhead facilities shall be permitted for the following in which case the above provisions shall not apply:

1. Emergency installations of electric transmission lines or to through feeders operating at distribution voltages which act as a main source of supply to primary laterals and to direct connected distribution transformers and primary loads. Should it be necessary to increase the capacity of major power transmission facilities for service to the area, such new or revised installations shall be made only on rights-of-way or easements on which existing overhead facilities exist at the time of such capacity increase.
2. Appurtenances and associated equipment such as surface-mounted transformers, pedestal-mounted terminal boxes, meter cabinets, telephone cable closures, connection boxes, and the like.
3. Structures without overhead wires, used exclusively for fire alarm boxes, streetlights, or municipal equipment installed under the supervision and with the approval of the city engineer.
4. Power substations, pumping plan, and similar facilities necessary for transmission or distribution of utility services shall be permitted subject to compliance with all zoning regulations and other applicable land use regulations. Plans showing landscaping and screening shall be approved by the Commission for all such facilities prior to any construction being started.
5. Television antennas.
6. Industrial developments except for those utility lines, cables, and/or wires providing service to an individual lot. Such lines must be placed underground from the nearest power pole to the facility ultimately being operated on the individual lot. Certain industries requiring exceptionally large power supplies may request direct overhead power as a condition of approval. Underground utilities may be required in industrial park developments and planned developments in industrial districts.

(B) Future Installations. The owner or contract purchaser of subdivided real property within a subdivision shall provide in the instrument conveying such interest, a covenant not to erect or allow to be erected upon the property conveyed, any overhead utility facilities, except such facilities as are exempt from underground installation. Such covenant shall require grantees to install, maintain, and use underground electric, telephone, cable television, or

other utility services used or to be used to serve the premises. A copy of the covenant shall be submitted with the final plat.

(C) Easements. A property owner proposing a development shall make arrangements with the City and each utility franchise for the provision and dedication of utility easements necessary to provide full service to the development. The standard width for public utility easements adjacent to street right-of-way shall be 7 feet. The minimum width for all other public utility easements shall be 20 feet unless otherwise specified by the utility company or city engineer. Where feasible, utility easements shall be centered on a corner lot.

FINDINGS: Undergrounding is included as a standard condition of approval. A frontage PUE of 7 feet in width across the frontage of all new lots is recommended as a standard condition of approval.

20.39 Sanitary Sewers:

(A) General Provisions.

- 1. Sanitary sewers shall be installed to serve each new development to existing mains.*
- 2. The city engineer shall approve all sanitary sewer plans and proposed systems prior to issuance of development permits involving sewer service.*
- 3. Proposed sewer systems shall include consideration of additional development within the area as projected by the Comprehensive Plan.*
- 4. Proposed developments shall make provisions for any right-of-way, easement, trunk line, or pumping station specifically designed in an approved master sewerage plan or capital improvements plan. The cost for such provisions shall be assessed as specified in the master sewerage plan or capital improvements plan.*
- 5. Development permits may be restricted by the Administrative Official where a deficiency exists in the existing sewer system or portion thereof which cannot be rectified within the development and which if not rectified will result in a threat to public health and safety, surcharging of existing mains, or violations of state or federal standards pertaining to operations of the sewage treatment system.*

FINDINGS: The City Engineer reviewed the land use submittal and provided comments on sewer. Steve Ward states “Sanitary sewer is available via an existing 8” sanitary sewer in Clover Street. An 8-inch main shall be extended with the project to the end of the new street. A single 4-inch sewer service is allowed to serve each duplex....” Full comments are attached in Exhibit A. This standard may be met through the applicant’s compliance with the recommended conditions of approval.

20.40 Storm Drainage:

(A) General Provisions. The Administrative Official shall issue a development permit only where adequate provisions for storm and flood water run-off have been made as determined by the city engineer. The stormwater drainage system shall be separate and independent of any sanitary sewerage system. Where possible, inlets shall be provided so surface water is not carried across any intersection or allowed to flood any street. Surface water drainage patterns shall be shown on every development proposal plan.

(B) Easements. Where a subdivision is traversed by a water course, drainageway, channel, or stream, there shall be provided a stormwater easement or drainage right-of-way

conforming substantially with the lines of such water course and such further width as will be adequate for conveyance and maintenance. Streets or parkways parallel to watercourses may be required.

(C) Accommodation of Upstream Drainage. A culvert or other drainage facility shall, and in each case be large enough to, accommodate potential run-off from its entire upstream drainage area, whether inside or outside of the development. The city engineer shall determine the necessary size of the facility, based on the provisions of the construction standards and specifications and assuming conditions of maximum potential watershed development permitted by the Comprehensive Plan.

(D) Effect of Downstream Drainage. Where it is anticipated by the city engineer that the additional run-off resulting from the development will overload an existing drainage facility, the Commission shall withhold approval of the development until provisions have been made for improvement of said potential condition.

(E) Drainage Management Practices. In the absence of a drainage basin master plan, a development may be required to employ drainage management practices approved by the city engineer which would minimize the amount and rate of surface water run-off into receiving streams. Drainage management practices may include, but are not limited to:

- 1. Temporary ponding of water.*
- 2. Permanent storage basins.*
- 3. Minimization of impervious surfaces.*
- 4. Emphasizing natural water percolation and natural drain ways.*
- 5. Prevention of water flowing from the roadway in an uncontrolled fashion.*
- 6. Stabilization of natural drainageways as necessary below drainage and culvert discharge points from a distance sufficient to convey the discharge without channel erosion.*
- 7. Run-off from impervious surfaces shall be collected and transported to a natural drainageway with sufficient capacity to accept the discharge.*

FINDINGS: The land use application package included a Preliminary Stormwater Report, Stormwater Flow Control & Detention, revised July 2, 2023, prepared by Udell Engineering & Land Surveying, LLC. The report includes the following description of the proposed stormwater facility improvements:

“The proposed stormwater system is designed following City of Aumsville’s design standards for stormwater management of stormwater quantity. The proposed stormwater system will release developed stormwaters west into the existing City of Aumsville piped stormwater system at predevelopment rate for a 5-year storm event. The discharge rate calculated will be limited to 3.0 acres of contributing pre-development land as that is the amount of land from the site that currently discharges into the Clover Street system. The release rate will be controlled by a flow control orifice inside of a flow control manhole. Stormwater detention will be provided in an above ground off-line dry detention pond with capacity to store the volume necessary during a post-development 25-year storm event. Both the proposed release rate and detention volume meet the City of Aumsville Design Standards.”

A stormwater basin is shown in Tract A of the subdivision plan. The basin shall remain in private HOA ownership and maintenance.

The City Engineer finds the proposed stormwater detention system to be acceptable. A detailed downstream analysis is required to ensure the storm drain has adequate capacity to prevent

flooding of downstream properties. The City Engineer's full comments are attached in Exhibit A. This standard can be met through compliance with the recommended condition of approval.

20.41 Water System:

Each development site shall be provided potable water; and fire hydrants and mains shall be installed as required by the fire chief.

FINDINGS: The City Engineer reviewed the land use submittal and provided comments on sewer. Steve Ward states "Water service is available via an existing 6-inch public main at the end of Clover Street. The available fire flow is not known, which may require the line to be looped. The applicant shall complete a fire flow test on the existing water system and calculate the fire flow capacity at the end of the development. The calculations are subject to review and approval by the City Engineer. An 8-inch main shall be extended with the project to the end of the new street. If required to be looped for fire flow, the main may be looped back to 4th Street or 1st Street with an easement to City Standards. Separate 1-inch water services are allowed to serve each side of the proposed duplexes. Fire Hydrants shall be located as approved by Public Works and the Fire Department."

Compliance with the City Engineer comments and the PWDS are recommended conditions of approval. This standard can be met.

20.42 General Provisions:

(A) Improvements for Partitions. The same improvements shall be installed to serve each building site of a partition as is required of a subdivision....

(B) Property Monumentation. Upon completion of a street improvement and prior to acceptance by the City, all property corners shall be re-established and protected.

FINDINGS: Property monumentation is included as a standard condition of approval.

20.43 Pedestrian/Bicycle Accessways:

(A) Pedestrian/bicycle accessways shall be provided as follows:

- 1. Pedestrian/bicycle access shall be provided in cul-de-sacs to either adjacent streets or undeveloped properties, excluding cul-de-sacs under 300 feet in length.*
- 2. Pedestrian/bicycle accessways shall be provided to adjacent parks or schools when out of direction travel is more than 400 feet.*
- 3. Subdivisions shall provide a street connection at least every 600 feet or an accessway every 400 feet to adjacent or parallel streets.*

(B) Pedestrian/Bicycle Accessway Development Standards.

- 1. The accessway shall be a 10-foot-wide paved or concrete surface constructed within a 15-foot right-of-way.*
- 2. The accessway shall be as short as possible. The accessway shall not be more than 250 feet in length. There shall be vision clearance from one end of the accessway to the other end.*
- 3. The accessway shall be lit.*
- 4. The pedestrian and bicycle accessway shall be signed.*
- 5. The accessway shall be dedicated to the public for maintenance and security.*

6. *The accessway shall be constructed at sidewalk grade. Ramps from the street to the accessway shall be provided as required by the city engineer.*

(C) The Commission may waive the accessway requirement under any of the following circumstances:

- 1. Where the establishment of the accessway is contrary to public safety; or*
- 2. Where there are other available ways or absence of any need for such accessways; or*
- 3. Where limited by topography or other natural features.*

FINDINGS: The extension of Clover Street to the east with this subdivision application results in a span of more than 400 feet without a pedestrian connection to either Shamrock Street to the south or N 1st Street to the east. The application proposes a multi-use path to be developed in an easement across Lot 11 and Tract A, leading south. The proposed multi-use path dead-ends on the southern property line at a private property with a single-family home not included in this subdivision, but under common ownership. A recommended condition of approval requires the applicant to connect the new Clover Street subdivision to N 1st Street through an extension of the multi-use path by reconfiguring the stormwater basin in Tract A, an easement across abutting TL 6700, or a lot line adjustment with TL 6700.

20.05 Public Use Areas and Parks

(A) Land for Public Park, Open Space, or Greenway. The provision of public spaces for parks, playgrounds, and other open space is essential for the sound and healthy development of residential areas. The City may require the dedication or reservation of such other areas or sites of a character, extent, and location suitable to the needs created by such development for parks, public utility facilities, or other public purposes.

1. For a residential land division (partition or subdivision) where the site is 2.0 gross acres or larger, the developer shall designate an area of not less than 7% of the site as a public park, open space, or greenway.

...

5. In lieu of dedicating or designating land for park or open space purposes under this section, the City may require the developer pay a fee in lieu of dedication in an amount proportionate to the value of the open space that would otherwise be required under this section...

FINDINGS: The applicant has indicated that the developer intends to pay the fee in lieu of park/open space. This standard can be met through compliance with the corresponding condition of approval.

22.09 Access Spacing Standards

(A) Access spacing standards between streets and/or driveways are:

Spacing Requirements for Accesses on State, County, and City Roadways

Functional Classification	Distance ⁽¹⁾
Expressway (ODOT)	1,320 feet from interchange ramp termini
Arterial (County)	400 feet from any intersection with a state highway, arterial, or major collector
	300 feet from any other intersection or private access
Collector (County)	250 feet from any intersection with an arterial or state highway
	150 feet from any other intersection or private access
Collector (Aumsville)	200 feet from any intersection with an arterial or state highway
	100 feet from any other intersection or private access
Local (Aumsville)	50 feet from any other intersection or private access unless no other reasonable access is available

Notes: ⁽¹⁾ Distances are measured from centerline to centerline of driveways and roadways

FINDINGS: The submitted subdivision plan has labeled the access spacing between the proposed driveways along both sides of Clover Street. As measured from centerlines, all spacing meet the standard for 50 feet between access points on a local street functional classification.

22.11 Transportation Impacts

A transportation impact analysis (TIA) provides an objective assessment of the anticipated modal transportation impacts associated with a specific land use action. Throughout the development of the TIA (and beginning as early as possible), cooperation between city of Aumsville staff, the applicant, and the applicant’s traffic engineer is encouraged to provide an efficient and effective process. The city of Aumsville assumes no liability for any costs or time delays (either direct or consequential) associated with the preparation and review of a transportation impact analysis. City staff may, at its discretion, and depending on the specific situation, require additional study components in a TIA beyond what is outlined in this section or waive requirements deemed inappropriate.

(A) When a Transportation Impact Analysis is Required. A TIA shall be required when: 1. The development generates 25 or more peak-hour trips or 250 or more daily trips, or proposals adding traffic to or creating known or anticipated safety or neighborhood traffic concerns, or proposals that would generate a high percentage of truck traffic (more than 5% of site traffic)...

(B) When a Transportation Assessment Letter is Required. If a TIA is not required, the applicant’s traffic engineer shall submit a transportation assessment letter to the City indicating the proposed development or land use action is exempt. This letter shall outline the trip-generating characteristics of the proposed land use and verify that the site-access driveways or roadways meet City visual clearance requirements and roadway design standards.

FINDINGS: The land use application resubmittal package included a letter from transportation engineering firm Ferguson & Associates, Inc. dated July 12, 2023. The letter provides a trip generation estimate based upon ITE standards. The letter concludes that a TIA is not required,

as captured in the image below. The assessment letter satisfies ADO 22.11 (B) provided above. No further traffic studies are required.

TRIP GENERATION

Future trips generated by the project were forecast using the trip generation rates found in the 11th Edition of *Trip Generation* (ITE, 2021). Land Use 215 attached single-family housing was selected at the most appropriate land use category for the proposed use. The ITE trip rates are shown in Table 1.

TABLE 1 – TRIP GENERATION RATES

ITE Land Use & Code	Ind. variable	Trip Ends Rate		In/Out Split	
		(trips per t.s.f)		(percent)	
		PM Peak Hour	Daily	PM Peak Hour	Daily
Single Family Attached Housing 215	DU	0.57	7.20	57/43	50/50

The proposed project was forecast to generate a total of 15 new p.m. peak hour trips and 187 new daily trips, as shown in Table 2. Since this forecast is less than 25 p.m. peak hour trips and 250 daily trips, a TIA is not required by the Aumsville Development Code.

III. SUMMARY AND RECOMMENDATION

Based on the findings contained in this report, it is concluded that the Youmans Clover Street Subdivision application complies with the applicable criteria contained in the ADO. Staff and the Planning Commission recommend APPROVAL of the subdivision and replat application, subject to the following recommended conditions of approval.

IV. RECOMMENDED CONDITIONS OF APPROVAL

- A. **LAND USE APPROVAL:** Pursuant to ADO 20.04 ‘Expiration of Land Division Approval, Time Extension, and Phasing,’ a subdivision plat shall be recorded within one year of the date of issuance of an Aumsville Public Works Type B Permit, and within five years of the city land division approval Notice of Decision signature date. This deadline may be extended by the Commission for a period up to one year; provided an extension request is made at least 30 days prior to the one-year Type B Permit or five-year deadline. Only one such time extension shall be granted. Failure to comply with the required deadlines shall require the submittal of a new land division application.
- B. **COMPLIANCE WITH CITY ENGINEER COMMENTS:** Prior to civil plan set approval, revised plan sets shall comply with City Engineer comments attached as Exhibit A.
- C. **COMPLIANCE WITH PUBLIC WORKS DESIGN STANDARDS:** Pursuant to ADO 20.36 Public Improvements, General Provisions: The standard specifications for construction, reconstruction, or repair of streets, bikeways, sidewalks, streetlights, curbs, gutters, and other public improvements within the city area as approved in the city's Public Works

Design and Construction Standards. Unless otherwise provided in the particular specifications for work authorized, public facility work shall be according to the Public Works Design and Construction Standards. The city engineer may make changes or supplements to the Public Works Design and Construction Standards consistent with the application of engineering principles to the conditions in the city.

- D. FEE IN LIEU OF PARK/OPEN SPACE: Prior to City plat approval, applicant shall demonstrate compliance with ADO 20.05 'Public Use Areas and Parks,' either through the dedication/designation land, or payment of a fee in lieu. Pursuant to ADO 20.05(A)(1) "For a residential land division... where the site is 2.0 gross acres or larger, the developer shall designate an area of not less than 7% of the [gross] site as a public park, open space, or greenway." A fee in lieu of park dedication shall be proportionate to the value of the open space that would otherwise be required. The fee in lieu amount shall be reviewed and approved by the City Administrator, and documented in a fee in lieu agreement, to be recorded prior to platting.
- E. FIRE TURNAROUND EASEMENT: Prior to final plat approval, review plat shall demonstrate permanent apparatus turnaround easement on Lot 7, to Oregon Fire Code dimensions. No development, parking, or driveway may be permitted within the turnaround easement. 'No parking' painted curbs, striping, and/or signage may be required. Easement may be canceled once Clover Street is connected north to Del Mar Drive, or an alternate turnaround is approved by the City upon future development of the property to the north.
- F. TRACT A MAINTENANCE AGREEMENT: Tract A stormwater basin shall remain in private or HOA ownership and maintenance. Prior to final plat approval, property owner shall sign and record a maintenance agreement for the stormwater basin, authorizing the City to bill the property owner, should it fail to perform necessary maintenance tasks.
- G. MULTI-USE PATH: Prior to plat approval, plat shall show a multi-use path public access easement a minimum of 15 feet in width connecting the new Clover Street section to N 1st Street. Access may be taken across Lot 11 and Tract A and/or may be secured in a concurrent public access easement across abutting property TL 6700 to the south. A lot line adjustment to accommodate the path may be an acceptable alternative to an easement across TL 6700. Path paving shall be a minimum of 10 feet in width. Maintenance of the multi-use path shall be the ongoing responsibility of the property owner.
- H. DEAD-END BARRICADE: Pursuant to ADO 20.37(C), prior to plat approval, applicant shall install a barricade at the north end of Clover Street. The barricade shall not be removed by any party until authorized by the City.
- I. FIRE DEPARTMENT APPROVAL: Final Fire Department approval is required prior to civil plan set approval, and again prior to final plat approval.
- J. TRACT A PLANTING: Tract A shall be planted prior to final plat approval.

- K. RESIDENTIAL DESIGN STANDARDS: Residential units developed in the approved subdivision shall comply with ADO 6.10 General Requirements.
- L. MULTI-FAMILY LAND USE REVIEW: Pursuant to ADO 21.03, residential structures of more than three units shall be subject to Site Development Review.
- M. OFF-STREET PARKING: Prior to building permits, all residential unit plans shall show a minimum of two paved off-street parking spaces.
- N. ACCESS SPACING: Prior to building permit approval for any lot created by this subdivision, access spacing of 50 feet measured from centerline shall be confirmed between driveways, as well as the corner of Clover Street.
- O. CLEAR VISION AREAS & FENCES: It shall be the continuing obligation of all future property owners within this subdivision to comply with the ADO adopted clear vision area and fence standards.
- P. UNDERGROUNDING: Pursuant to ADO 20.38, all utility lines, cables, or wires, including but not limited to those used for electricity, communication, street lighting, and cable television, constructed upon or within land subdivided or prepared for development after the effective date of this ordinance, shall be required to be placed underground.
- Q. UTILITY EASEMENTS: Prior to plat approval, subdivision plat shall show frontage utility easement across all lots. The standard width for utility easements adjacent to street right-of-way shall be 7 feet. The minimum width for all other public utility easements shall be 20 feet unless otherwise specified by the utility company or city engineer.
- R. STREET NAMES. Except for extensions of existing streets, no street names shall be used which will duplicate or be confused with the name of an existing street. Street names and numbers shall conform to the established pattern in the city and shall be subject to the approval of the city administrator.
- S. STREET SIGNS. The City shall install all street signs, relative to traffic control and street names, as specified by the city engineer for any development. The cost of signs and installation shall be included in the project costs, and the City shall be reimbursed for all materials and labor.
- T. PROPERTY MONUMENTATION: Upon completion of a street improvement and prior to acceptance by the City, all property corners shall be re-established and protected.
- U. PUBLIC IMPROVEMENTS REQUIRED PRIOR TO BUILDING PERMITS: No land use approval or building permit shall be issued unless the development has an approved irrevocable access to a public street. Streets, sidewalks, and bikeways within a development shall be improved in accordance with this ordinance. Any new street or additional street width planned as a portion of an approved street plan shall be dedicated and improved in accordance with this ordinance. Streets shall be created through the approval of a subdivision plat.

V. FINAL PLAT APPROVAL: Pursuant to ADO 20.27 'Process for Final Plat Approval,' the final plat shall conform to the survey requirements contained in ORS Chapter 92. Upon receipt of the final plat, the Administrative Official shall determine its substantial conformity with the Council's approval of the tentative plat. The Administrative Official shall advise the developer of any changes or additions to be made. The developer shall have a reasonable time in which to correct and resubmit the final plat. City officials shall sign the final plat instrument only when the final plat substantially conforms to all conditions and requirements set forth by the Council's approval. Plat endorsement lines for the City shall be: 1) the mayor, 2) city administrator, and 3) city engineer. Pursuant to ADO 20.28, the effective date and approval process for a subdivision shall become final upon the recording date of the approved final subdivision plat, recorded in accordance with Oregon Revised Statutes.

V. CITY COUNCIL OPTIONS

- A. Motion to APPROVE the Subdivision and Replat, adopting the findings and recommended conditions of approval contained in the staff report.
- B. Motion to APPROVE the Subdivision and Replat, adopting the findings and recommended conditions of approval contained in the staff report, as MODIFIED by the City Council, and stating the desired revisions.
- C. Motion to DENY the Subdivision and Replat, adopting modified findings, and stating the desired revisions.
- D. Motion to CONTINUE the public hearing, to a date and time certain, if the City Council determines additional information is necessary to determine whether applicable standards and criteria are sufficiently addressed, or if requested by any party to the hearing. Note: this should only be done if a 120-Day Time Extension Waiver is agreed to by the applicant, with a minimum of 30 additional days.



September 25, 2023

Holly Byram
Land Use Planner
Mid-Willamette Valley Council of Governments
100 High Street SE
Suite 200
Salem, OR 97301

RE: Youmans – Clover Street Subdivision Application – Aumsville, Oregon

Dear Holly:

Public Works has reviewed the proposed 15 Lot subdivision at the end of Clover Street in Aumsville, Oregon as submitted by Udell Engineering. Per your request, below are Public Works written comments for the Proposed Duplex Subdivision Development.

The property is located in the center of the City off the end of Clover Street and west of Shaw Highway (1st Street). The development is comprised of five separate tax lots totaling approximately 4 acres with 4 existing single family residences. The surrounding properties are single family on conventional lots. We have reviewed the application only with respect to the infrastructure and access and offer you the following comments regarding the various the facilities:

Water

Water service is available via an existing 6" public main at the end of Clover Street. The available fire flow is not known which may require the line to be looped. The Applicant shall complete a fire flow test on the existing water system and calculate the fire flow capacity at the end of the development. The calculation are subject to review and approval by the City Engineer. An 8" main shall be extended with the project to the end of the new street. If required to be looped for fire flow, the main may be looped back to 4th Street or 1st Street within an easement to City Standards. Separate 1" water services are allowed to serve each side of the proposed duplexes. Fire Hydrants shall be located as approved by Public Works and the Fire District. All Public improvements required to serve the site to be designed and constructed to the City's Public Works Design Standards (PWDS).

September 25, 2023
Holly Byram
City of Aumsville
Page 2

Sanitary Sewer

Sanitary sewer is available via an existing 8" sanitary sewer in Clover Street. An 8" main shall be extended with the project to the end of the new street. A single 4" sewer service is allowed to serve each duplex. All Public improvements required to serve the site to be designed and constructed to the City's Public Works Design Standards (PWDS).

Streets/Access

The proposed preliminary street layout is acceptable to PW. Street trees and sidewalks will be required with the development. A single driveway, a maximum of 30' wide, is limited for all lots except corner lots which may have two driveways. An easement shall be granted to the public to allow a temporary turn around until the street is extended and a permanent turn around is provided. All Public improvements required to serve the subdivision to be constructed to the City's Public Works Design Standards (PWDS).

Drainage

The Applicant provided detailed storm drain calculations including detention calculation for the proposed development. The stormwater detention system as proposed is acceptable. Public Works still requires a detailed analysis of the downstream storm drain system to insure it has adequate capacity to prevent flooding of downstream properties. All Public improvements required to serve the site to be constructed to the City's Public Works Design Standards (PWDS).

Private Utilities

In accordance with the City's Design Standards, all private utilities must be located underground.

General

The proposed improvements shall be constructed in substantial conformance with the preliminary plan submitted by the applicant, except as modified by this letter and in conformance with the Aumsville Development Code and Public Works Design Standards (PWDS).


September 25, 2023
Holly Byram
City of Aumsville
Page 3

The development and use of this site shall meet all of the requirements of Federal, State County and City laws, regulations and standards unless explicitly waived in this approval. Omission of any such requirement from this approval does not constitute a waiver of that requirement. It is the Applicant/Developers responsibility to determine if there are any jurisdictional wetlands on the property.

Please call if you have any questions regarding this letter.

Sincerely,

WESTECH ENGINEERING, INC.



Steven A. Ward, P.E.

CC: Steve Oslie
Matt Etzel



595 Main St. Aumsville, Oregon 97325
(503) 749-2030 • TTY 711 • Fax (503) 749-1852
www.aumsville.us

I acknowledge that if the actual cost to process and review the application by contracted or full-time staff exceeds the application fee, the applicant will be responsible for the excess charges. The fee would be considered a deposit toward the actual cost.

FOR OFFICE USE ONLY	
Filing fee: \$3200	
Date Rec'd/Fee Pd	
Receipt No.	

SUBDIVISION APPLICATION TYPE III ACTION

Upon compliance with Sections 12.00 and 20.26 regarding Subdivision applications, a public hearing shall be scheduled before the Aumsville Planning Commission and the Aumsville City Council. A complete application shall be submitted and deemed complete at least twenty days prior to the regularly scheduled meeting of the Aumsville Planning Commission at which the public hearing will be held. The Planning Commission will provide a recommendation to the City Council who will render the final decision. The applicant shall complete an application as required by the city, pay the fee, and submit six (6) copies of the preliminary plan together with six (6) copies of any supplementary material. Please also submit a PDF of all documents to the city (email: rharding@aumsville.us)

Site Location Description: North and south of the east terminus of Clover Street; west of railroad

Applicant: Laura LaRoque, Udell Engineering and Land Surveying, LLC

Address: 63 E. Ash Street

Phone: (541) 990-8661 Email Contact: laura@udelleng.com

Engineer Contact: Brian Vandetta, Udell Phone: (541) 451-5125 / brian@udelleng.com

Property Owner (if different from applicant): Thomas Youmans

Address: 995 Olney Street, Aumsville, OR 97325

Phone: (503) 580-9294 Email Contact: tryoumans@gmail.com

We, the undersigned property owner(s) or authorized agent(s), request a subdivision review to allow the construction of (short description of subdivision: # of lots, etc.): 12 residential lots as permitted by Section No. 22.26 of the Aumsville Development Ordinance for property legally described as: Marion County Map No. (s) 0802W25DA Tax Lots 100, 200, 6600, 8300, and 8400, (Section, Township, and Range) (if available) Marion County Parcel No.(s) , Lot Block For the following reason:

PRELIMINARY PLAT:

Applicants for subdivisions shall include the following information and data on a preliminary plat:
(Attach additional information as needed)

- A. Vicinity Map. Submit a reduced scale drawing/map showing the proposed subdivision in relation to the adjacent area; showing existing subdivisions, streets, and tract lines of acreage land parcels; the names of the recorded owners of all land parcels within 100 feet, or farther if necessary, to assist in locating proposal.
- B. **Name and address of applicant's engineer**
- C. Location of proposal by:
Section, Township, and Range.
- D. Legal description sufficient to define the location and boundaries of the proposal according to the real estate records of the Marion County Assessor
- E. Date
- F. Northpoint
- G. **Scale of drawing at either 1"=50' or 1"= 100'**
- H. Name of Subdivision: _____
(This name must not resemble the name of any other development within the city or within five (5) miles of Aumsville.)
- I. State the location, widths and names of both open and unopened streets within, or adjacent to the proposed subdivision together with easements and other important features such as section lines, section corners, city boundary lines, monuments, railroad rights-of-way
- J. State location in the adjoining streets or property of existing sewers and water mains, culverts and drainpipes, electric conduits or lines proposed to be used on the property to be subdivided and invert elevations of sewers at points of proposed connections.
- K. Zoning on and adjacent to the proposed subdivision
- L. Existing uses of the property, and adjacent property within two hundred fifty (250) feet, including location of all existing structures, to remain on the property.
- M. Lot layout with approximate dimensions and property lot numbers
- N. Location, width, directions, and flow of all water courses
- O. Contour lines and the elevations of all control points which are used to determine the contours.

Flooding Matters:

- 1) Location of properties within the 100 Year Flood Plain
- 2) Location of and direction of drainageways or easements
- 3) Location of areas subject to flooding
- 4) Locations of properties subject to inundation or storm water overflow within or adjacent to the proposed subdivisions
- P. The direction of slope by means of arrows or other suitable means
- Q. Natural features such as:
 - 1) Rock outcroppings
 - 2) Marshes
 - 3) Wetlands
 - 4) Wooded areas
 - 5) Buildable area trees over twelve (12) inches in diameter measured at four and one-

half (4 1/2) feet from the ground

R. Contemplated and existing public areas within the proposed subdivision:

- 1) Location
- 2) Size
- 3) Use
- 4) A description of the adaptability of the area for uses contemplated
- 5) Areas for public use, approved by the Commission, shall be dedicated for such use and indicated on the final plat before recording.

S. Proposed Streets:

- 1) Location
- 2) Widths
- 3) Names
- 4) Approximate radius of curves
- 5) Required bikeways
- 6) Pedestrian facilities
- 7) The relationship of all streets to any projected streets as shown on any development plan adopted by the Commission

T. Easements located on the site or abutting property, showing the width and purpose of all easements

U. Proposed land uses

V. Proposed deed restrictions or covenants

W. Total acreage in the subdivision and the percent of land dedicated to the public, not including easements

X. All public improvements proposed to be installed and the approximate time installation is desired

Y. Submit any special improvements to the Commission with sufficient detail as is practical

Z. Supplementary information, plans, and details:

- 1) Approximate centerline profiles with extensions for a reasonable distance beyond the limits of the proposed subdivision showing the finished grade of streets and the nature and extent of street construction.
- 2) A plan for showing the proposed placement of meter boxes.
- 3) A plan for flood control, including profiles of proposed drainage ways.
- 4) If lots are to be graded, a plan showing the nature of cuts and fills and information on the character of the soil.

AA. A legend that clearly defines lines, patterns, symbols, and other patterns used on the plat included?

DECISION CRITERIA

The criterion below is from the Aumsville Development Ordinance and must be considered at any public hearing on this application.

A. Is the overall dwelling density consistent with policies contained in the Aumsville Comprehensive Plan?

YES NO Please Explain: See application narrative

B. Does each lot satisfy the dimensional standards of applicable zoning?

YES NO Please Explain: See application narrative

C. Are there adequate public facilities available to serve the newly created lots?

YES NO Please Explain: See application narrative

D. Will this development increase the parcels' or the structures' use of the public improvement facilities?

YES NO Please Explain: See application narrative

E. Does the subdivision comply with the applicable design criteria in Development Ordinance Section 20.34?

YES NO Please Explain: See application narrative

ATTACHMENT:

A certified list obtained from Marion County, or a title company, of the names of the owners of all property within 100 feet of the boundary of the property proposed for a subdivision, the mailing addresses, and the description of their properties as it appears on the most recent assessment and tax roll of Marion County, or as it appears in the deed records of the county, if such records be later, shall be attached. Property owned by the City of Aumsville shall not be deemed as part of the affected area. Please include the name and address of the applicant and property owners of the subject property.

The application must be signed by the applicant and all owners of the applicable property.

Applicant Name (please print): Laura LaRoque, Udell Engineering and Land Surveying, LLC

Applicant Signature: Laura LaRoque Date: 5/9/23

Property Owner Name (please print): Thomas Youmans

Property Owner Signature: Tom Youmans Date: May 9, 2023

Mailing Address: 995 Olney Street, Aumsville, OR 97325

Property Owner Name (please print): _____

Property Owner Signature: _____ Date: _____

Mailing Address: _____

Prepare and attach additional signatures, if necessary.







Aumsville Subdivision Application

Final Audit Report

2023-05-09

Created:	2023-05-09
By:	Laura Laroque (laura@udelleng.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAABTbY8BmKtDinVKiD12Ra0xArRIA0JyNB

"Aumsville Subdivision Application" History

-  Document created by Laura Laroque (laura@udelleng.com)
2023-05-09 - 3:13:36 PM GMT- IP address: 24.20.220.78
-  Document emailed to tryoumans@gmail.com for signature
2023-05-09 - 3:13:59 PM GMT
-  Email viewed by tryoumans@gmail.com
2023-05-09 - 5:12:00 PM GMT- IP address: 104.28.116.96
-  Signer tryoumans@gmail.com entered name at signing as Tom Youmans
2023-05-09 - 5:14:00 PM GMT- IP address: 76.14.239.77
-  Document e-signed by Tom Youmans (tryoumans@gmail.com)
Signature Date: 2023-05-09 - 5:14:02 PM GMT - Time Source: server- IP address: 76.14.239.77
-  Agreement completed.
2023-05-09 - 5:14:02 PM GMT

REPLAT & TENTATIVE SUBDIVISION PLAT APPLICATIONS

Submitted to: City of Aumsville
Planning Division
595 Main Street
Aumsville, OR 97325
(503) 749-2030
rharding@aumsville.us

Applicants/Property Owners: Thomas Youmans
995 Olney, Street
Aumsville, OR 97325
(503) 580-9294 / tryoumans@gmail.com

Applicant's Representative: Udell Engineering and Land Surveying, LLC
63 E. Ash Street
Lebanon, OR 97355

Contact: Laura LaRoque
Email: laura@udelleng.com
Phone: (541) 990-8661

Site Location: 222 Clover St.; 575 N 1st St.; 377/379, 381/383 Shamrock St.

Map/Tax Lot: 08-2W-25DA; Tax Lots 100, 200, 6600, 6700, 8300, 8400

Site Size: 1.86-acres (Tax Lot 100); 0.69-acres (Tax Lot 200); 0.62-acres (Tax Lot 6600); 1.00-acres (Tax Lot 6700) 0.38-acres (Tax Lot 8300); 0.41 (Tax Lot 8400)

Existing Land Use: SFD (Tax Lot 100); unimproved (Tax Lot 200); SFD (Tax Lot 6600); SFD (Tax Lot 6700); duplex (Tax Lot 8300); duplex (Tax Lot 8400)

Zone Designation: Residential Multi-Family (RM)

Comprehensive Plan Designation: Residential Multi-Family (RM)

Surrounding Zoning: North: Residential Multi-Family (RM)
South: Residential Multi-Family (RM)
East: Residential Multi-Family (RM)/Interchange Dev. (ID)
West: Residential Multi-Family (RM)

Surrounding Uses: North: Unimproved
South: Residential
East: Railroad
West: Residential



22-358 Youmans
Clover Street
Subdivision Application

July 12, 2023
Page 1 of 17

I. **Executive Summary**

Thomas Youmans “applicant” requests approval of a concurrent review of the following two applications:

1. A replat of Shamrock Estates, Lots 5 and 6.
2. Preliminary Subdivision Plat for a 15-lot residential subdivision with associated site, utility, and street frontage improvements.

The subject property is located at the east terminus of Clover Street, west of the railroad and identified by Marion County Tax Assessor’s Map No. 8S-2W-25DA, Tax Lots 100, 200, 6600, 6700, 8300, 8400. The subject properties consist of 4 parcels and 2 lots totaling ±3.85-acres.

II. **Replat**

Section 20.32 states that a replat of a recorded subdivision or partition plat must be reviewed as a new request for a subdivision or partition and subject to all provisions of Section 20.00. The tentative plat review criteria below include findings for the replat and tentative subdivision plat applications.

III. **Tentative Plat Review Criteria**

Section 20.26 includes the following review criteria for a preliminary subdivision plat, which must be met for this application to be approved. Code criteria are written in **bold** and are followed by findings and conclusions.

Criterion A

The overall dwelling density shall be consistent with policies contained in the Comprehensive Plan.

Findings

- 1.1 As stated in Section 4.01 the purpose of the Aumsville Development Code is to implement the city of Aumsville Comprehensive Plan, as acknowledged by the Land Conservation and Development Commission on May 3, 1979, through the coordination of the regulations governing the use and development of land; and, it is further the intent that all use and development of land within the city of Aumsville be consistent with the adopted Comprehensive Plan and with all other applicable county, state, and federal regulations. Therefore, conformance with applicable Development Code standards implements the policies contained in the Comprehensive Plan.

Conclusions

- 1.1 This criterion is satisfied without conditions.

Criterion B

Each lot shall satisfy the dimension standards of the applicable zoning district, with the exception of the following: (1) The applicant may submit a variance as a part of the subdivision request to modify dimension requirements; (2) For subdivisions exceeding 10 lots, up to 20% of



the lots may be reduced in area by a maximum of 10%, provided, the average lot size for the entire subdivision meets or exceeds the minimum lot size required in the underlying zone.

Findings

- 2.1 The subject properties are located entirely within the Residential Multi-Family (RM) zoning district.
- 2.2 Section 6.01 states that permitted outright include single-family dwelling; duplexes; triplexes; and apartments.
- 2.3 Section 6.04 states that the minimum lot area is 8,000 square feet for single-family and duplex dwelling units; B) 1,000 square feet for each dwelling unit over two; and D) single-family attached dwelling: 4,200 square feet, subject to approved conditional use.

According to Section 20.26, up to 20 percent of the lots may be reduced in area by a maximum of 10 percent, when a subdivision has 10 lots or greater given the average lot size for the entire subdivision meets or exceeds the minimum lot size required in the underlying zone.

There are 15 lots proposed with an average lot size of 9,196 square feet. All lots exceed the minimum lot area for single-family and duplex dwelling units.

Lot 1	8,162 sf
Lot 2	9,340 sf
Lot 3	12,328 sf
Lot 4	11,189 sf
Lot 5	10,309 sf
Lot 6	8,100 sf
Lot 7	8,000 sf
Lot 8	8,000 sf
Lot 9	8,020 sf
Lot 10	8,062 sf
Lot 11	11,962 sf
Lot 12	8,002 sf
Lot 13	9,848 sf
Lot 14	8,466 sf



Lot 15	8,149 sf
Average Lot Size	9,196 sf

- 2.4 Section 6.05 states that the minimum lot width is 80-feet except for single-family attached dwellings which is 40-feet. Lot width is defined in Section 1.00 as follows: The horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines. All proposed lots are 80-foot wide or greater when measured at the midpoint of the front and rear lot lines.
- 2.5 Section 6.06 states that the maximum lot coverage is 50 percent. Lots 3, 13, and 14 will contain existing developments. The lot coverages of these lots are 13 percent, 26 percent, and 31 percent, respectively.
- 2.6 Section 6.07 states that the minimum yard requirements are as follows: 20-foot front setback; 5-foot (one-story), 7-foot (two story), 8-foot (three story), and 8-foot plus 1 foot for four plus stories for side, interior setback; 10-foot plus 1 foot for each story over three for rear setback; zero interior setback for single-family attached dwellings.
- Lots 3, 13, and 14 will contain existing developments. Setbacks from proposed property lines in compliance with these standards are depicted on the preliminary site plan. Setbacks for future development will be reviewed in association with a building permit.
- 2.7 Section 6.08 states that the maximum height of a residential structure is 35 feet or 3 ½ stories. Lots 3, 13, and 14 will contain existing developments. The height of existing structures was reviewed at the time of building permit approval. The height of future development will be reviewed in association with a building permit.
- 2.8 Section 6.09 states that a minimum of two off-street parking spaces are required for each dwelling unit. Lots 3, 13, and 14 will contain existing developments. Each of these lots has two off-street parking spaces provided in garages and/or paved driveways. Off-street parking associated with future development will be reviewed in association with a building permit.
- 2.9 Sections 6.10 – 6.13 include general requirements by housing types. Existing developments were reviewed at the time of building permit approval. All new developments will be reviewed in conjunction with a building permit as applicable.

Conclusions

- 2.1 This criterion is satisfied without conditions.

Criterion C

Adequate public facilities including sewer, water, transportation, parks, and telecommunications shall be available to serve the newly created lots and transportation shall

be coordinated with the school district. The subdivision shall comply with the applicable requirements of Section 22.

Findings

3.1 Section 20.05 requires a seven percent park land dedication or a fee-in-lieu an amount proportionate to the value of the open space that would otherwise be required under this section for residential land divisions where the site is 2.0 gross acres or larger.

A fee-in-lieu as opposed to a dedication is proposed. The site has a net land area of ± 2.75 acres; therefore, the proportionate to the value of the open space will be based on 0.19 acres. A fee-in-lieu may be included as a condition of approval.

3.2 Supplementary zone regulations are contained in Section 22.00. Sections 22.01, 22.05, 22.09, and 22.11 are applicable to this application.

3.3 Section 22.01 includes the following clear vision area standards:

(A) *A clear vision area shall be maintained on corner lots at the intersection of public or private streets, and at the intersection of any street with an alley or driveway.*

(B) *A clear vision area is a triangular area, two sides of which are lot lines starting from the corner at the intersection and measured for a distance of 20 feet. In the case of driveways, 20 feet shall be measured from the intersection of the property line with the centerline of the driveway, or the centerline for two-way drives. Where lot lines or intersections have rounded corners, the lines shall be extended in a straight line to a point of intersection (making a corner) and so measured. The third side of the triangle shall be a line connecting the nonintersecting ends of the other two lines.*

(C) *Clear vision shall also include all areas adjacent to a street, 10 feet from the face of the curb, regardless of property line.*

(D) *A clear vision area shall contain no planting, sight-obscuring fence wall, hedge, structure, vehicle parking, or any temporary or permanent obstruction exceeding 36 inches, measured from the adjacent curb elevations or established street grade if no curb exists. Trees may be located in this area, provided all branches and foliage are removed up to a height of 8 feet above the ground. The vision clearance area may be increased by the Council, Commission, or Administrative Official upon finding that more sight distance is required for safety reasons. (i.e., due to traffic speeds, roadway alignment, etc.)*

The clear vision area for all lots follows these standards as depicted on the preliminary driveway plan. Clear vision areas will be reviewed again in conjunction with a building permit as applicable.

3.4 Section 22.05 (Parking) refers to Section 18.

1. Section 18.01 states that off-street vehicular parking areas must be provided and maintained for any new building or structure erected.

2. Section 18.03 states that off-street parking and loading areas shall be provided on the same lot as the main building or structure or use, except that in any non-residential zone.
3. According to 18.05(B) states that two off-street parking spaces per dwelling unit is required for 1, 2, and 3 family dwellings.
4. Section 18.08 provides development and dimensional standards for required parking areas these standards are italicized below:

(A) Location. The required yard areas adjacent to a street shall not be used for parking or loading areas, except for a residential driveway. (B) Surfacing. All driveways, parking, and loading areas shall be paved with asphalt or concrete surfacing and shall be adequately designed, graded, and drained. (C) Surfacing for Residential Uses. All driveways, parking spaces, and vehicle and recreational vehicle storage areas shall be paved with asphalt or concrete surfacing matching existing surfaces and shall be adequately designed, graded, and drained. Unless prohibited by the building design (e.g., a garage running parallel to a street) all parking and storage spaces shall run perpendicular to the adjacent street and shall not reduce minimum landscaping area requirements. (D) Size of parking spaces and driveways: 1. A driveway for residential use shall be a minimum width of 10 feet. 2. One-way drives shall have a minimum improved width of at least 12 feet, exclusive of parking spaces. 3. Two-way drives shall have a minimum improved width of at least 20 feet, exclusive of parking spaces. 4. The minimum width of any parking space shall be 10 feet, exclusive of driveways. 5. The minimum length of any parking space shall be 20 feet, exclusive of driveways. (G) Single-Family Driveways. On a lot developed with a single-family dwelling, only one driveway is allowed per street frontage unless the frontage is over 100 feet in length.

Off-street parking in compliance with these standards is depicted on the preliminary site plan. Off-street parking associated with future development will be reviewed in association with a building permit.

- 3.5 Section 22.09 includes the following access spacing standards for local streets: (A) Access spacing standards between streets and/or driveways are 50 feet from any other intersection or private access unless no other reasonable access is available. Access spacing in compliance with these standards is depicted on the preliminary site plan.
- 3.6 Section 22.11 states that a Traffic Impact Analysis (TIA) shall be required under certain conditions. In this case, the primary condition is the first, which is when (1) "The development generates 25 or more peak-hour trips or 250 or more daily trips..."

The proposed project is forecast to generate 15 new p.m. peak hour trips and 187 new daily trips, which is less than the TIA threshold. Therefore, a transportation assessment letter produced by Scott Ferguson of Ferguson and Associates; Inc. is included in the application package. This letter was written to satisfy the requirements of the Code regarding a

Transportation Assessment Letter, as per Section 22.11(B) of the Aumsville Development Code, which reads:

"If a TIA is not required, the applicant's traffic engineer shall submit a transportation assessment letter to the City indicating the proposed development or land use action is exempt. This letter shall outline the trip-generating characteristics of the proposed land use and verify that the site-access driveways or roadways meet City visual clearance requirements and roadway design standards."

The transportation assessment letter outlines the trip-generation characteristic of the proposed land use as well as verifies site clear vision and roadway design standards.

Conclusions

3.1 This criterion is satisfied without conditions.

Criterion D

The subdivision shall comply with the applicable design criteria in Section 20.

Findings

4.1 The subdivision design standards are contained in Sections 20.34 – 20.43.

4.2 The design standards for lot and blocks are found in Section 20.35(A)-(H). These provisions are italicized below followed by findings.

(A) Development shall provide for the continuation or projection of existing public streets in surrounding areas or conform with the plan for the neighborhood or any development plan adopted by the Commission.

(B) Lot arrangement shall be such that there will be no foreseeable difficulties, for reason of topography or other conditions, in securing building permits to build on all lots in compliance with the requirements of this ordinance, with the exception of lots designed for open space.

(C) Lot dimensions shall comply with the minimum standards of this ordinance. When lots are more than double the minimum area designated by the district, the approval authority shall require that such lots be arranged so as to allow further subdivision and the opening of future streets where it would be necessary to serve such potential lots.

(D) Double frontage lots shall be avoided except where necessary to provide separation of residential developments from streets of collector and arterial street status or to overcome specific disadvantages of topography and/or orientation. When driveway access from arterials is necessary for several adjoining lots, the Commission shall require that such lots be served by a combined access driveway in order to limit possible traffic hazards on such streets. The driveway should be designed and arranged so as to avoid requiring vehicles to back into traffic on arterials.

(E) The side property lines of a lot shall, as far as practical, run at right angles to the street

upon which it faces, except that on a curved street the side property line shall be radial to the curve.

- (F) *Blocks shall not exceed 600 feet between street lines unless the adjacent layout or special conditions justify greater length. Except where topography or other physical features make it otherwise, block widths shall not be less than 200 feet or more than 400 feet.*
- (G) *Cul-de-sacs shall be as short as possible and shall have a maximum length of 400 feet. In any residential division, no more than 5 lots shall have access on a cul-de-sac bulb except that additional lots may be permitted where one additional off-street parking space is created for each lot which has access on the bulb. The minimum frontage of a lot on a cul-de-sac shall be 20 feet as measured perpendicular to the radius. Cul-de-sacs and dead-end streets shall have turnarounds with a radius of not less than 45 feet to the curb line.*
- (H) *Lots are required to have frontage on a public right-of-way. A private access easement does not fulfill this requirement.*

Compliance with these standards is depicted on the preliminary site plan.

- 4.3 Section 20.36 (Public Improvements, General Provisions) states that the standard specifications for construction, reconstruction, or repair of streets, bikeways, sidewalks, streetlights, curbs, gutters, and other public improvements within the city area as approved in the city's Public Works Design and Construction Standards.

Compliance with these standards is depicted on the preliminary site plan and typical street section.

- 4.4 Section 20.37 includes the following applicable street standards italicized below:

- (A) *General Provisions. 1. No land use approval or building permit shall be issued unless the development has an approved irrevocable access to a public street*
 - 1. *No land use approval or building permit shall be issued unless the development has an approved irrevocable access to a public street.*
 - 2. *Streets shall be created through the approval of a subdivision plat or partition.*
- (B) *Location, Width. The location, width, and grade of all streets shall conform to the TSP and shall be considered in their relation to existing and planned streets, to bikeways and pedestrian facilities, to topographic conditions, to public convenience and safety, and in their appropriate relation to the proposed use of the land to be served by such streets.*
- (C) *Street Extensions. Where necessary to give access to or permit a satisfactory future division of adjoining land, streets shall be extended to the boundary lines of the tract to be developed.*
- (D) *Alignment. As far as practical, streets shall be dedicated and constructed in alignment with existing streets by continuing the centerlines thereof.*

- (E) *Intersections. Streets shall be laid out so as to intersect as nearly as possible at right angles.*
- (F) *Dead-end streets longer than 400 feet may be approved by the Commission if no other feasible means is available for development of the property and special provisions are made for public facilities, pedestrian and bicycle circulation, and emergency service access. The use of cul-de-sacs and other dead-end streets shall be discouraged and shall only be approved upon a showing by the applicant of unusual or unique circumstances justifying the use of such a street. 1. In cases where cul-de-sacs are determined to be justified, they shall only be permitted subject to the following conditions: (a) There shall be no cul-de-sacs more than 400 feet in length. (b) All cul-de-sacs shall terminate with circular turnarounds, except where the Commission finds that a "pear" or "hammerhead" turnaround is more appropriate given topography, natural or built features, and expected use. (c) An accessway shall be provided consistent with the standards for accessways, as determined by the Commission to be necessary to ensure safe, efficient, and convenient multi-modal access.*
- (G) *Partial Streets. A partial width street, while generally not acceptable, may be approved where reasonably essential to the development when in conformity with the other requirements of these standards and when it will be practical to require the dedication of the other portion when the adjoining property is developed.*
- (H) *Existing Streets. Full street improvements to all existing streets adjacent to, within or necessary to serve the development shall be required at the time of partitioning or subdivision unless the developer demonstrates to the satisfaction of the city engineer that the condition and sections of the existing streets meet all city standards and are in satisfactory condition to handle projected traffic loads.*
- (I) *3/4 Street Improvements. 3/4 streets, while generally not acceptable, may be approved in lieu of full street improvements where essential to the reasonable development of an area and when the City finds it to be practical to require the completion of the other 1/4 street improvement when the adjoining property is developed.*
- (J) *Slope and Curves. Slope shall not exceed 6 percent on arterials, 10 percent on collector streets, or 12 percent on other streets. Center line radii of curves shall not be less than 300 feet on major arterials, 200 feet on secondary arterials, or 100 feet on other streets, and shall be to an even 10 feet.*
- (K) *Railroad Right-of-Way and Intersections.*
- (L) *Arterial Access.*
- (M) *Private Streets.*
- (N) *Traffic Signals. The location of planned traffic signals shall be noted on approved street plans.*

- (O) *Street Names.* Except for extensions of existing streets, no street names shall be used which will duplicate or be confused with the name of an existing street. Street names and numbers shall conform to the established pattern in the city and shall be subject to the approval of the city administrator.
- (P) *Street Signs.* The City shall install all street signs, relative to traffic control and street names, as specified by the city engineer for any development. The cost of signs and installation shall be included in the project costs, and the City shall be reimbursed for all materials and labor.
- (Q) *Bikeways.* If appropriate to the extension of a system of bikeways, existing or planned, the Commission may require the installation of separate bicycle lanes within streets and separate bicycle paths. Where possible, bikeways should be separated from other modes of travel including pedestrians. The minimum width for bikeways shall be 6 feet per travel lane.
- (R) *Sidewalks.* Except where exempted by the Council, sidewalks shall be constructed, replaced, or repaired to city standards and shall be located as follows: 1. On both sides of all city streets to be built at the time of street construction; 5. Sidewalks adjacent to all streets shall be 5 feet in width. Width of sidewalks shall be measured from the back of the curb. 6. Maintenance of sidewalks and pedestrian walks, curbs, and planter strips shall be the continuing obligation of the adjacent property owner. 7. Accessways shall be installed when required for cul-de-sac or dead-end streets. 8. The Public Works Director shall inspect the construction of sidewalks for compliance with the provisions of this ordinance and the Public Works Design and Construction Standards.

Compliance with these standards is depicted on the preliminary site plan.

4.5 Section 20.38 includes the following applicable utilities standards italicized below:

- (A) *Undergrounding.* Except as otherwise provided, all utility lines, cables, or wires, including but not limited to those used for electricity, communication, street lighting, and cable television, constructed upon or within land subdivided or prepared for development after the effective date of this ordinance, shall be required to be placed underground. The intent of the City is that no poles, towers, or other structures associated with utility facilities shall be permitted on any street or lot within a subdivision. Overhead facilities shall be permitted for the following in which case the above provisions shall not apply: 1. Emergency installations of electric transmission lines or through feeders operating at distribution voltages which act as a main source of supply to primary laterals and to direct connected distribution transformers and primary loads. Should it be necessary to increase the capacity of major power transmission facilities for service to the area, such new or revised installations shall be made only on rights-of-way or easements on which existing overhead facilities exist at

the time of such capacity increase. 2. Appurtenances and associated equipment such as surface-mounted transformers, pedestal-mounted terminal boxes, meter cabinets, telephone cable closures, connection boxes, and the like. 3. Structures without overhead wires, used exclusively for fire alarm boxes, streetlights, or municipal equipment installed under the supervision and with the approval of the city engineer. 4. Power substations, pumping plan, and similar facilities necessary for transmission or distribution of utility services shall be permitted subject to compliance with all zoning regulations and other applicable land use regulations. Plans showing landscaping and screening shall be approved by the Commission for all such facilities prior to any construction being started. 5. Television antennas. 6. Industrial developments except for those utility lines, cables, and/or wires providing service to an individual lot. Such lines must be placed underground from the nearest power pole to the facility ultimately being operated on the individual lot. Certain industries requiring exceptionally large power supplies may request direct overhead power as a condition of approval. Underground utilities may be required in industrial park developments and planned developments in industrial districts.

(B) Future Installations. The owner or contract purchaser of subdivided real property within a subdivision shall provide in the instrument conveying such interest, a covenant not to erect or allow to be erected upon the property conveyed, any overhead utility facilities, except such facilities as are exempt from underground installation. Such covenant shall require grantees to install, maintain, and use underground electric, telephone, cable television, or other utility services used or to be used to serve the premises. A copy of the covenant shall be submitted with the final plat.

(C) Easements. A property owner proposing a development shall make arrangements with the City and each utility franchise for the provision and dedication of utility easements necessary to provide full service to the development. The standard width for public utility easements adjacent to street right-of-way shall be 7 feet. The minimum width for all other public utility easements shall be 20 feet unless otherwise specified by the utility company or city engineer. Where feasible, utility easements shall be centered on a corner lot.

Compliance with these standards is depicted in the preliminary plan set.

4.6 Section 20.39 includes the following sanitary sewer standards italicized below:

(A) General Provisions. 1. Sanitary sewers shall be installed to serve each new development to existing mains. 2. The city engineer shall approve all sanitary sewer plans and proposed systems prior to issuance of development permits involving sewer service. 3. Proposed sewer systems shall include consideration of additional development within

the area as projected by the Comprehensive Plan. 4. Proposed developments shall make provisions for any right-of-way, easement, trunk line, or pumping station specifically designed in an approved master sewerage plan or capital improvements plan. The cost for such provisions shall be assessed as specified in the master sewerage plan or capital improvements plan. 5. Development permits may be restricted by the Administrative Official where a deficiency exists in the existing sewer system or portion thereof which cannot be rectified within the development and which if not rectified will result in a threat to public health and safety, surcharging of existing mains, or violations of state or federal standards pertaining to operations of the sewage treatment system.

Compliance with these standards is depicted on the preliminary utility plan sheet.

4.7 Section 20.40 includes the following storm drainage standards italicized below:

- (A) *General Provisions. The Administrative Official shall issue a development permit only where adequate provisions for storm and flood water run-off have been made as determined by the city engineer. The stormwater drainage system shall be separate and independent of any sanitary sewerage system. Where possible, inlets shall be provided so surface water is not carried across any intersection or allowed to flood any street. Surface water drainage patterns shall be shown on every development proposal plan.*
- (B) *Easements. Where a subdivision is traversed by a water course, drainageway, channel, or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such water course and such further width as will be adequate for conveyance and maintenance. Streets or parkways parallel to watercourses may be required.*
- (C) *Accommodation of Upstream Drainage. A culvert or other drainage facility shall, and in each case be large enough to accommodate potential run-off from its entire upstream drainage area, whether inside or outside of the development. The city engineer shall determine the necessary size of the facility, based on the provisions of the construction standards and specifications and assuming conditions of maximum potential watershed development permitted by the Comprehensive Plan.*
- (D) *Effect of Downstream Drainage. Where it is anticipated by the city engineer that the additional run-off resulting from the development will overload an existing drainage facility, the Commission shall withhold approval of the development until provisions have been made for improvement of said potential condition.*
- (E) *Drainage Management Practices. In the absence of a drainage basin master plan, a development may be required to employ drainage management practices approved by the city engineer which would minimize the amount and rate of surface water run-off*

into receiving streams. Drainage management practices may include but are not limited to: 1. Temporary ponding of water. 2. Permanent storage basins. 3. Minimization of impervious surfaces. 4. Emphasizing natural water percolation and natural drain ways. 5. Prevention of water flowing from the roadway in an uncontrolled fashion. 6. Stabilization of natural drainageways as necessary below drainage and culvert discharge points from a distance sufficient to convey the discharge without channel erosion. 7. Run-off from impervious surfaces shall be collected and transported to a natural drainageway with sufficient capacity to accept the discharge.

Compliance with these standards is depicted in the Preliminary Drainage Report and on the preliminary Drainage plan sheet.

- 4.8 *Section 20.41 states that each development site must be provided with potable water; and fire hydrants and mains must be installed as required by the fire chief.*

Compliance with these standards is depicted on the preliminary utility plan sheet.

- 4.9 Section 20.42 pertains to partitions and is therefore not applicable to this subdivision application.

- 4.10 Section 20.43 includes the following pedestrian/bicycle accessways standards italicized below:

(A) Pedestrian/bicycle accessways shall be provided as follows: 1. Pedestrian/bicycle access shall be provided in cul-de-sacs to either adjacent streets or undeveloped properties, excluding cul-de-sacs under 300 feet in length. 2. Pedestrian/bicycle accessways shall be provided to adjacent parks or schools when out of direction travel is more than 400 feet. 3. Subdivisions shall provide a street connection at least every 600 feet or an accessway every 400 feet to adjacent or parallel streets.

(B) Pedestrian/Bicycle Accessway Development Standards. 1. The accessway shall be a 10-foot-wide paved or concrete surface constructed within a 15-foot right-of-way. 2. The accessway shall be as short as possible. The accessway shall not be more than 250 feet in length. There shall be vision clearance from one end of the accessway to the other end. 3. The accessway shall be lit. 4. The pedestrian and bicycle accessway shall be signed. 5. The accessway shall be dedicated to the public for maintenance and security. 6. The accessway shall be constructed at sidewalk grade. Ramps from the street to the accessway shall be provided as required by the city engineer.

(C) The Commission may waive the accessway requirement under any of the following circumstances: 1. Where the establishment of the accessway is contrary to public safety; or 2. Where there are other available ways or absence of any need for such accessways; or 3. Where limited by topography or other natural features.

An eastward extension of Clover Street and a new north/south public right-of-way is included in the development proposal. The proposed right-of-way includes pedestrian/bicycle improvements and connectively from the east termination of Clover Street to an abutting, undeveloped property to the north (082W25AD15400); therefore, Section 20.43(A)(1) is met.

There are no schools or parks next to or adjoining (i.e., adjacent to) the subject property; therefore, Section 20.43(A)(2) is not applicable. Regardless, Wildwood Park, Aumsville Elementary School, and Willamette Valley Baptist School will be accessible through a combination of existing and proposed new public right-of-way improvements. Improved access to Del Mar Drive is anticipated to occur in association with future development/redevelopment of the site(s) to the north of the subject property (i.e., 082W25AD15400).

The proposed east/west extension of Clover Street right-of-way is approximately 200-feet. The proposed north/south new public right-of-way is approximately 375 feet; therefore, Section 20.43(A)(3) is not applicable. Regardless, the site is bordered to the north by a railroad right-of-way and separated from North 4th Street by existing residential development; therefore, access to parallel street is infeasible at this time.

Nonetheless, a 10-foot-wide pedestrian access and improved multi-use pathway along the west property line of Tract A with connectively from Clover Ridge to north property line of 515 North 1st Street is proposed. Notably, the property at 515 North 1 Street is not a part of this application proposal. Therefore, future extension of the multi-use path across 515 North 1 Street must be obtained from the property owner or required as a condition of approval in a future land use approval.

Conclusions

4.1 This criterion is satisfied without conditions.

Criterion E

The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required, the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.

Findings

- 5.1 The preliminary plan set demonstrates that proposed public improvements can comply with the city's adopted public works designs standards.
- 5.2 A condition of approval may include that construction drawings for public improvements comply with the City's adopted public works designs standards.

Conclusions

4.1 This criterion is satisfied with a condition of approval.

Criterion F

The application complies with the most recent version of the Oregon Fire Code, including Appendix C and Appendix D.

Findings

6.1 Appendix C of the 2019 Oregon Fire Code includes Sections C102 – C104 pertaining to fire hydrant locations and distribution.

- a. Section C102.1 includes Table C102.1 which stipulates the required number and spacing of fire hydrants based on Fire-Flow Requirements (gpm).
- b. Section C103.1 states that fire apparatus access roads and public streets providing required access to buildings in accordance with Section 503 shall be provided with one or more fire hydrants, as determined by Section C102.1. Where more than one fire hydrant is required, the distance between the required fire hydrants shall be in accordance with Sections C103.2 and C103.3.
 - i. Section 503 of the Oregon Fire Code pertains to fire apparatus access roads.

1. In short, a fire apparatus access road(s) must be provided for every building or portion of building constructed or moved into or within the jurisdiction. The fire access road must comply with the specifications under Section 503.2 and shall extend to within 150 of all portions of the facility or portions of the exterior walls of the first story of the building as measure by an approved route around the exterior of the building or facility.

- c. Sections C103.2 and 103.3 refer to Table C102.1 for average and maximum spaces between fire hydrants.
- d. Section C104 states that existing fire hydrants on public streets are allowed to be considered as available to meet the requirements of Sections C102 and C103. Existing fire hydrants on adjacent properties are allowed to be considered as available to meet the requirements of Sections C102 and C103 provided that a fire apparatus access road extends between properties and that an easement is established to prevent obstruction of such road.
- e. The plan depicts a fire apparatus access road designed to the specifications of Section 503.2 and hydrant locations and distribution in accordance with Table C102.1.

6.2 Appendix D of the 2019 Oregon Fire Code includes Sections D101 – D108 pertaining to fire apparatus access roadway requirements.

- a. Section D102.1 states that facilities, buildings, or portions buildings constructed shall be accessible to fire department apparatus by way of an approve fire apparatus access road

with asphalt, concrete or other approved driving surface capability of supporting the imposed load of fire apparatus weighing up to 75,000 pounds.

- b. Section D103 includes provision related to minimum fire access roadway width, maximum grade, minimum turning radius, dead-end streets, fire access road gates, and signs.
 - i. Section D103.1 states that when a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26-feet, exclusive of shoulders, with some exceptions.
 - ii. Section D103.2 states that fire apparatus access road shall not exceed 10 percent in grade, unless approved by the fire code official.
 - iii. Section D103.3 states that the minimum turning radius is determined by the fire code official.
 - iv. Section D103.4 includes Table D103.4 outlining turnaround requirements for dead-end fire apparatus access roads.
 - v. Section D103.5 outlines criteria for fire apparatus access road gates.
 - vi. Section D103.6 provides sign requirements for fire apparatus access roads when signage is required by the fire code official.
- c. Section D107 includes provisions for one- or two-family residential developments.
 - i. Section D107.1 states that developments of one- or two-family dwellings where the number of dwelling units exceed 30 shall be provided with two separate and approved fire apparatus access roads with some exceptions.
 - ii. Section D107.2 states that where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.
- d. Section D108 includes uniform alternate construction standard (UACS) for one-and two-family dwellings, which are not applicable to this application.

Compliance with these standards is depicted on the preliminary plan set, including the Fire Access Plan and Utility Plan.

Notably, the proposed right-of-way terminates at the north property line of the subject site to allow for future street/access improvements. Therefore, a temporary turn-around easement is proposed on Lot 7 (see Sheet C1.5). A condition of approval may include that on-site development and parking on Lot 7 will not prohibit or conflict with the intended purpose of this easement. Compliance with this condition will be reviewed in conjunction with a building permit.

Conclusions

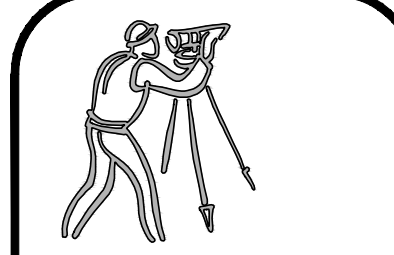
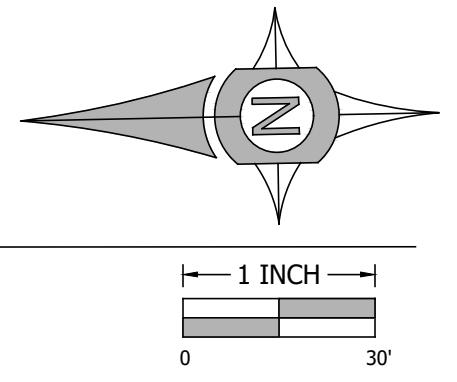
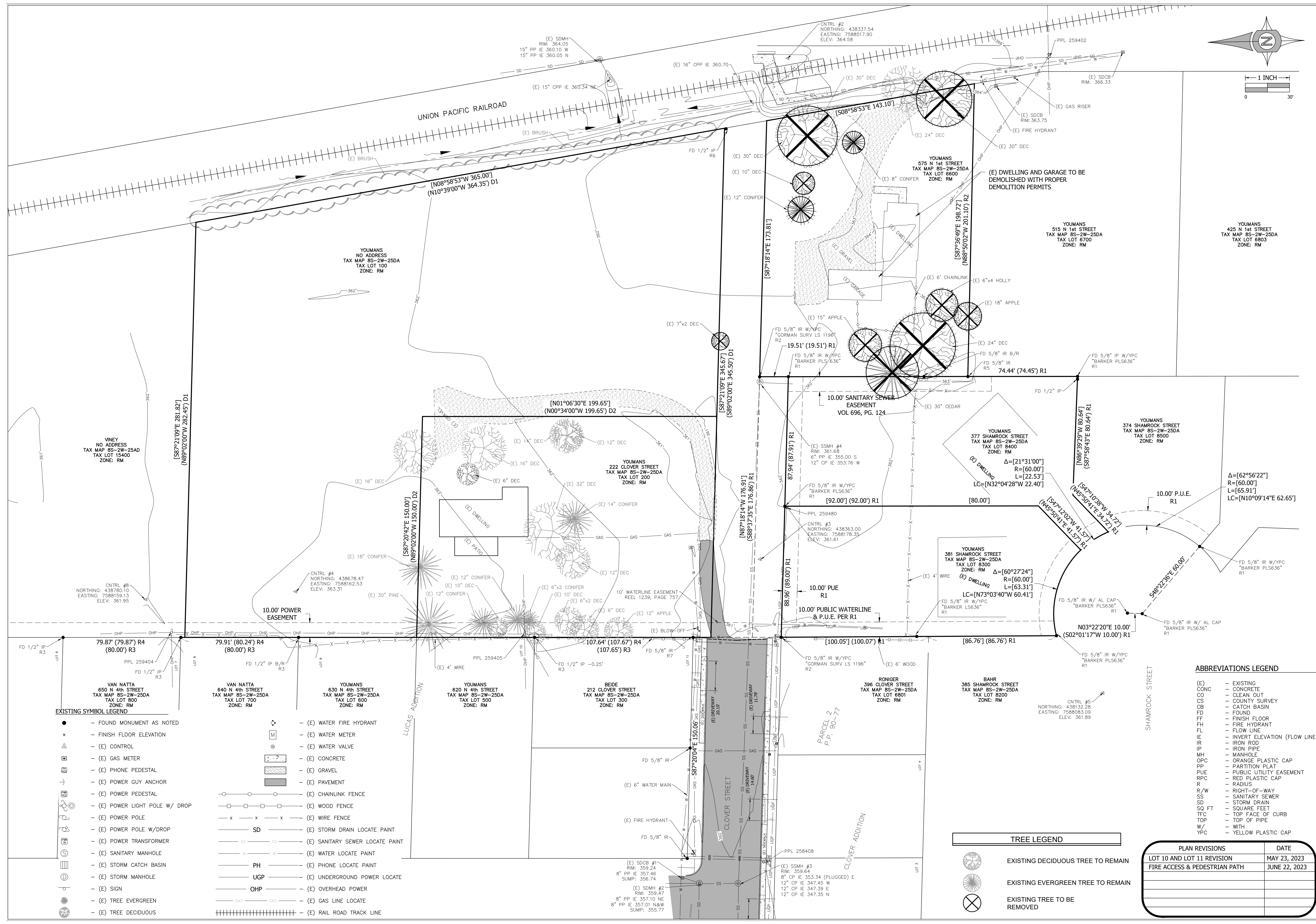
6.1 This criterion is satisfied without conditions.

IV. Overall Conclusion

Based on the analysis in this report, the proposed replat and tentative subdivision plat meets all the applicable review criteria as outlined in this report.

V. Attachments

- A. Preliminary Plan Set, dated July 10, 2023
 - a. Existing Conditions/Demo Plan, Sheet C1.0
 - b. Tentative Lot Layout, Sheet C1.1
 - c. Preliminary Civil Site Plan, Sheet C1.2
 - d. Preliminary Driveway Plan, Sheet C1.3
 - e. Tree Removal Plan, Sheet C1.4
 - f. Fire Access Plan, Sheet C1.5
 - g. Preliminary Grading and Drainage Plan, Sheet C2.0
 - h. Clover Street Plan and Profile, Sheet C2.1
 - i. Clover Street Plan and Profile, Sheet C2.2
 - j. Preliminary Utility Plan, Sheet C4.0
- B. Preliminary Stormwater Report, dated July 2, 2023
- C. Traffic Assessment Letter, dated July 12, 2023



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EXISTING CONDITIONS/DEMO PLAN
 MAP 08S-02W-25DA
 TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
 AUMSVILLE, OREGON

DATE: JULY 10, 2023
 PROJECT: 22-508 YOUNG'S CLOVER STREET
 DRAWN BY: MUM
 CHECKED BY: BSU

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Sheet **C1.0**
 SCALE: SEE BARSCALE

ABBREVIATIONS LEGEND

- (E) - EXISTING
- CONC - CONCRETE
- CO - CLEAN OUT
- CS - COUNTY SURVEY
- CB - CATCH BASIN
- FD - FOUND
- FF - FINISH FLOOR
- FH - FIRE HYDRANT
- FL - FLOW LINE
- IE - INVERT ELEVATION (FLOW LINE)
- IR - IRON ROD
- IP - IRON PIPE
- MH - MANHOLE
- OPC - ORANGE PLASTIC CAP
- PP - PARTITION PLAT
- PUE - PUBLIC UTILITY EASEMENT
- RPC - RED PLASTIC CAP
- R - RADIUS
- R/W - RIGHT-OF-WAY
- SS - SANITARY SEWER
- SD - STORM DRAIN
- SQ FT - SQUARE FEET
- TFC - TOP FACE OF CURB
- TOP - TOP OF PIPE
- W - WITH
- YPC - YELLOW PLASTIC CAP
- (M) - (E) WATER METER
- (V) - (E) WATER VALVE
- (C) - (E) CONCRETE
- (P) - (E) PAVEMENT
- (CL) - (E) CHAINLINK FENCE
- (WF) - (E) WOOD FENCE
- (WF) - (E) WIRE FENCE
- (SD) - (E) STORM DRAIN LOCATE PAINT
- (SS) - (E) SANITARY SEWER LOCATE PAINT
- (W) - (E) WATER LOCATE PAINT
- (PH) - (E) PHONE LOCATE PAINT
- (UGP) - (E) UNDERGROUND POWER LOCATE
- (OHP) - (E) OVERHEAD POWER
- (GAS) - (E) GAS LINE LOCATE
- (RR) - (E) RAIL ROAD TRACK LINE
- (F) - (E) FOUND MONUMENT AS NOTED
- (X) - FINISH FLOOR ELEVATION
- (C) - (E) CONTROL
- (M) - (E) GAS METER
- (P) - (E) PHONE PEDESTAL
- (A) - (E) POWER GUY ANCHOR
- (P) - (E) POWER PEDESTAL
- (W) - (E) POWER LIGHT POLE W/ DROP
- (P) - (E) POWER POLE
- (P) - (E) POWER POLE W/DROP
- (T) - (E) POWER TRANSFORMER
- (M) - (E) SANITARY MANHOLE
- (C) - (E) STORM CATCH BASIN
- (M) - (E) STORM MANHOLE
- (S) - (E) SIGN
- (E) - (E) TREE EVERGREEN
- (D) - (E) TREE DECIDUOUS

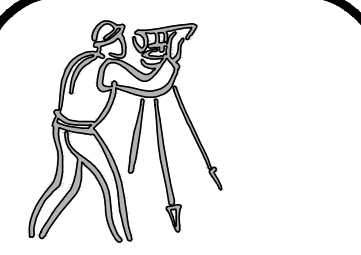
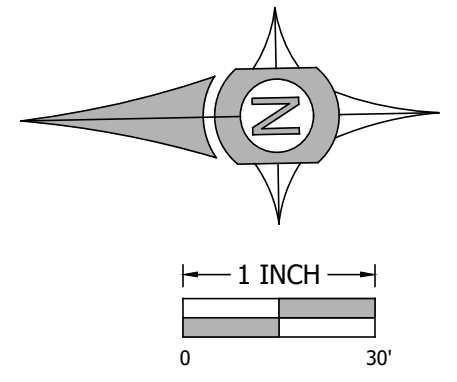
TREE LEGEND

- (Circle with cross) - EXISTING DECIDUOUS TREE TO REMAIN
- (Circle with dots) - EXISTING EVERGREEN TREE TO REMAIN
- (Circle with X) - EXISTING TREE TO BE REMOVED

PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

EXISTING SYMBOL LEGEND

- (Circle with cross) - FOUND MONUMENT AS NOTED
- (X) - FINISH FLOOR ELEVATION
- (C) - (E) CONTROL
- (M) - (E) GAS METER
- (P) - (E) PHONE PEDESTAL
- (A) - (E) POWER GUY ANCHOR
- (P) - (E) POWER PEDESTAL
- (W) - (E) POWER LIGHT POLE W/ DROP
- (P) - (E) POWER POLE
- (P) - (E) POWER POLE W/DROP
- (T) - (E) POWER TRANSFORMER
- (M) - (E) SANITARY MANHOLE
- (C) - (E) STORM CATCH BASIN
- (M) - (E) STORM MANHOLE
- (S) - (E) SIGN
- (E) - (E) TREE EVERGREEN
- (D) - (E) TREE DECIDUOUS



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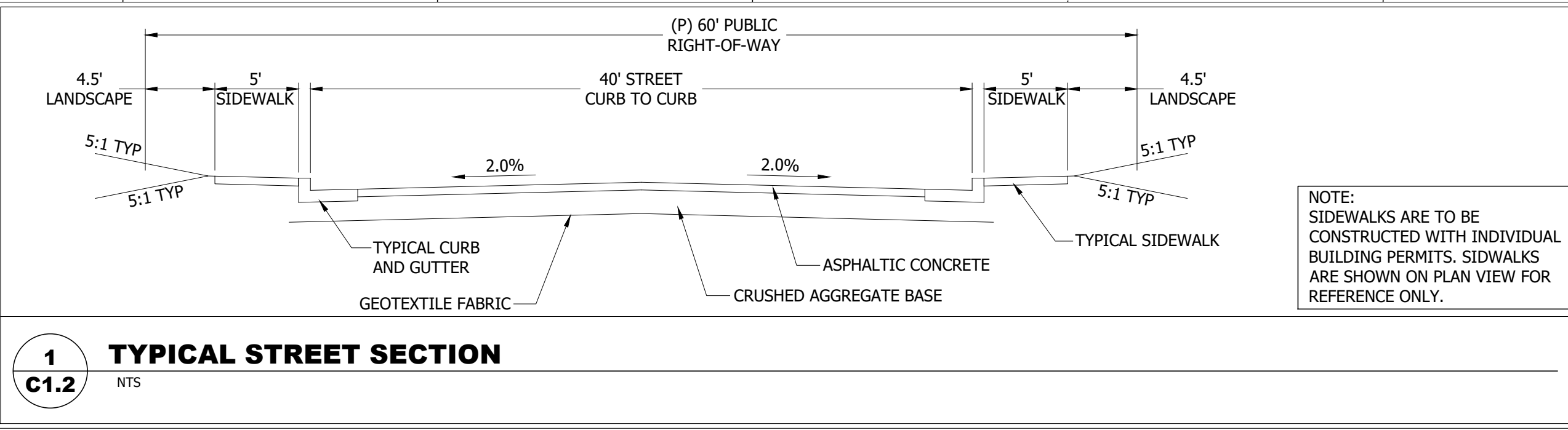
PRELIMINARY CIVIL SITE PLAN
 MAP 08S-02W-25DA
 TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
 AUMSVILLE, OREGON

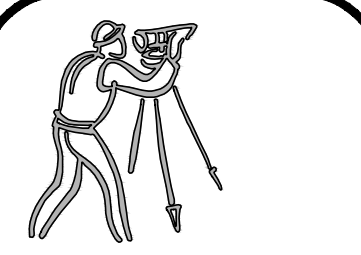
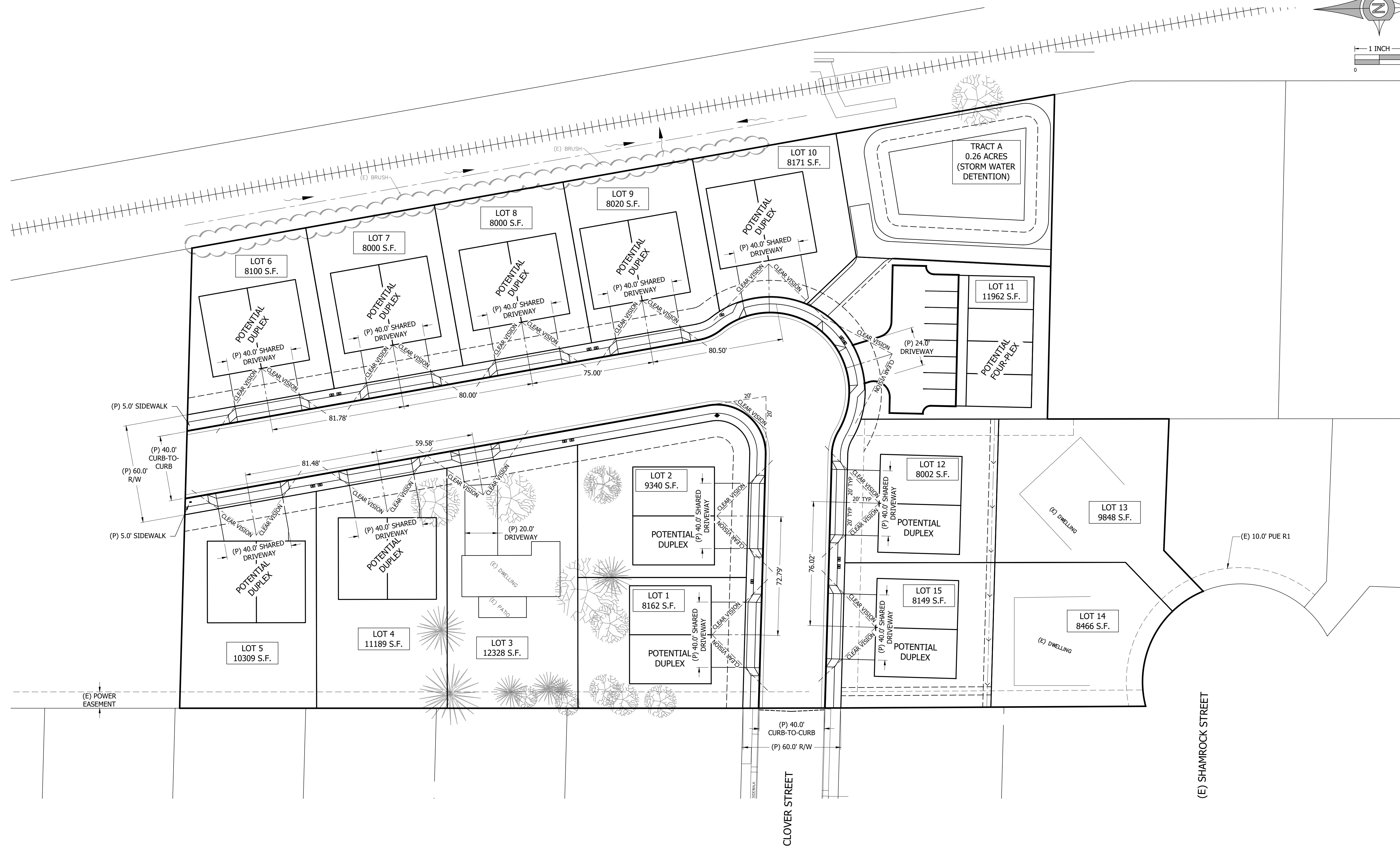
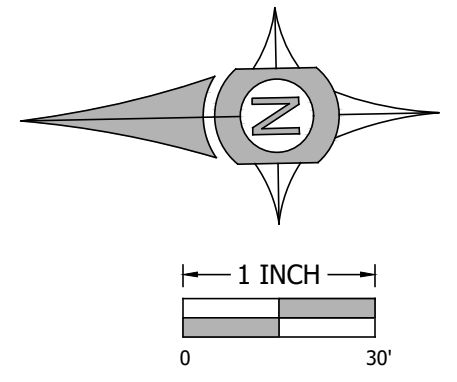
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 PROJECT: 22-508 YOUNG CLOVER STREET
 DRAWN BY: MLM
 CHECKED BY: BSU

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PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

Sheet **C1.2**
 SCALE: SEE BARSCALE





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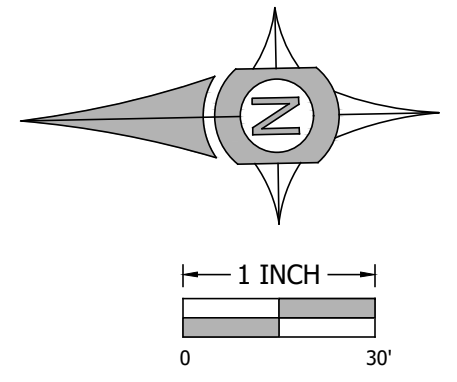
PRELIMINARY DRIVEWAY PLAN
 MAP 08S-02W-25DA
 TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
 AUMSVILLE, OREGON

DATE: JULY 10, 2023
 PROJECT: 22-558 YOUNG'S CLOVER STREET
 DRAWN BY: MLM
 CHECKED BY: BSJ

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PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

Sheet **C1.3**
 SCALE: SEE BARSCALE



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TREE REMOVAL PLAN
 MAP 08S-02W-25DA
 TAX LOTS 100, 200, 6600, 6700,
 8300 & 8400
 AUMSVILLE, OREGON

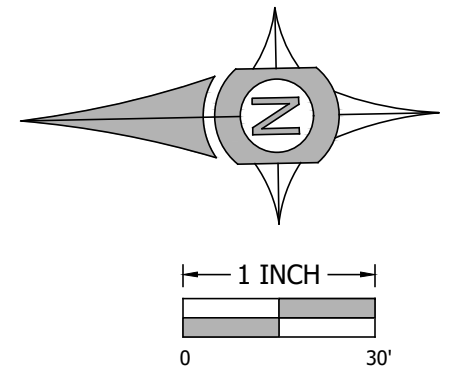
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 PROJECT: 22-558 YOUNG'S CLOVER STREET
 DRAWN BY: MLM
 CHECKED BY: BSJ

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 PLANNING
 PURPOSES ONLY

TREE LEGEND	
	EXISTING DECIDUOUS TREE TO REMAIN
	EXISTING EVERGREEN TREE TO REMAIN
	EXISTING TREE TO BE REMOVED

PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

Sheet **C1.4**
 SCALE: SEE BARSCALE



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FIRE ACCESS PLAN
 MAP 08S-02W-25DA
 TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
 AUMSVILLE, OREGON

DATE: JULY 10, 2023
 PROJECT: 22-558 YOUMANS CLOVER STREET
 DRAWN BY: MLM
 CHECKED BY: BSJ

THIS MAP WAS PREPARED FOR PLANNING PURPOSES ONLY

PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

Sheet **C1.5**
 SCALE: SEE BARSCALE

VAN NATA
 650 N 4th STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 800
 ZONE: RM

VAN NATA
 640 N 4th STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 700
 ZONE: RM

YOUMANS
 630 N 4th STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 600
 ZONE: RM

YOUMANS
 620 N 4th STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 500
 ZONE: RM

BEIDE
 212 CLOVER STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 300
 ZONE: RM

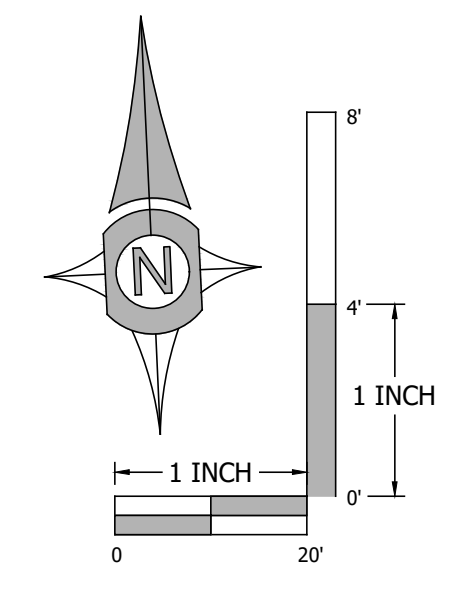
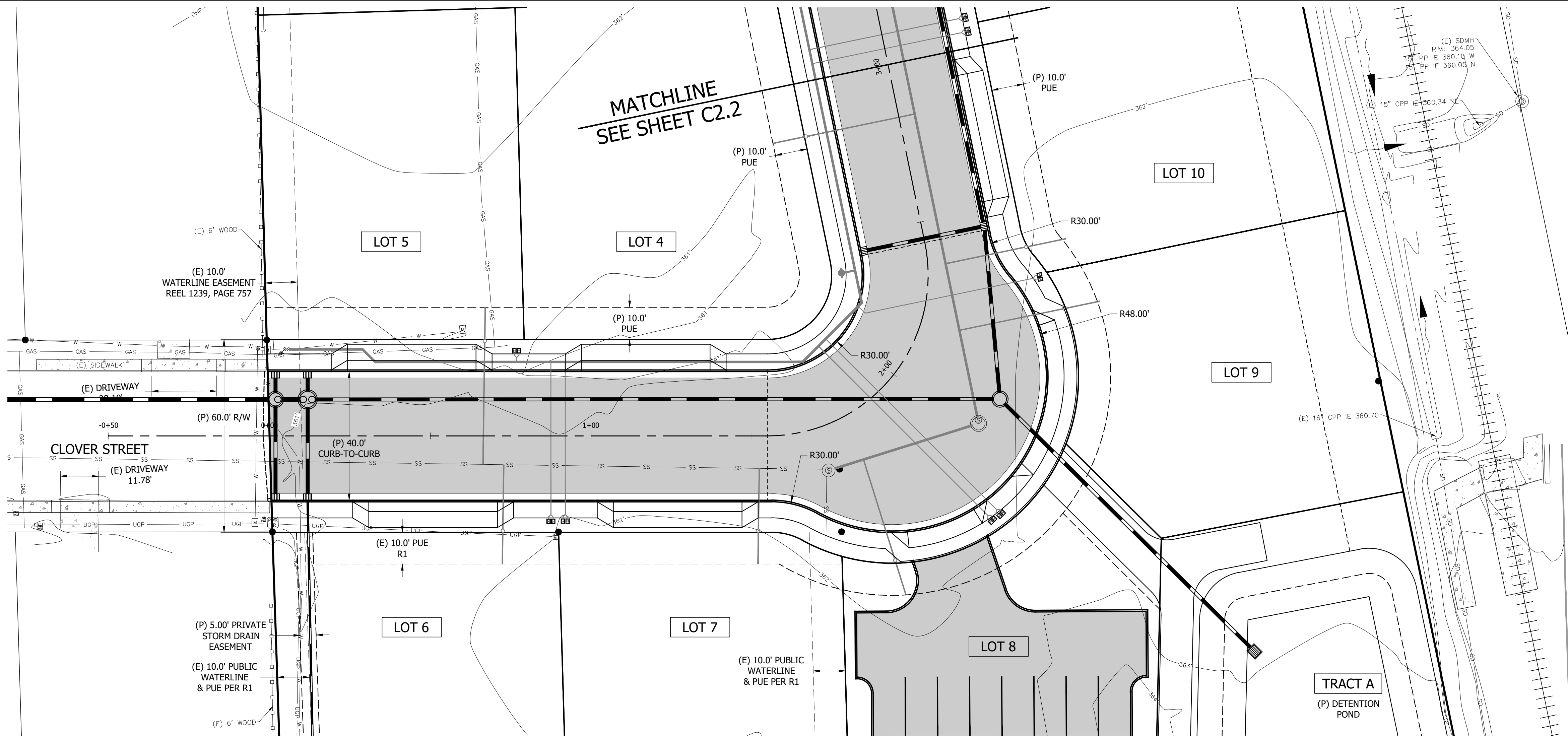
RONIGER
 396 CLOVER STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 6801
 ZONE: RM

BAHR
 385 SHAMROCK STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 8200
 ZONE: RM

YOUMANS
 515 N 1st STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 6700
 ZONE: RM

YOUMANS
 425 N 1st STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 6803
 ZONE: RM

YOUMANS
 374 SHAMROCK STREET
 TAX MAP 8S-2W-25DA
 TAX LOT 8500
 ZONE: RM



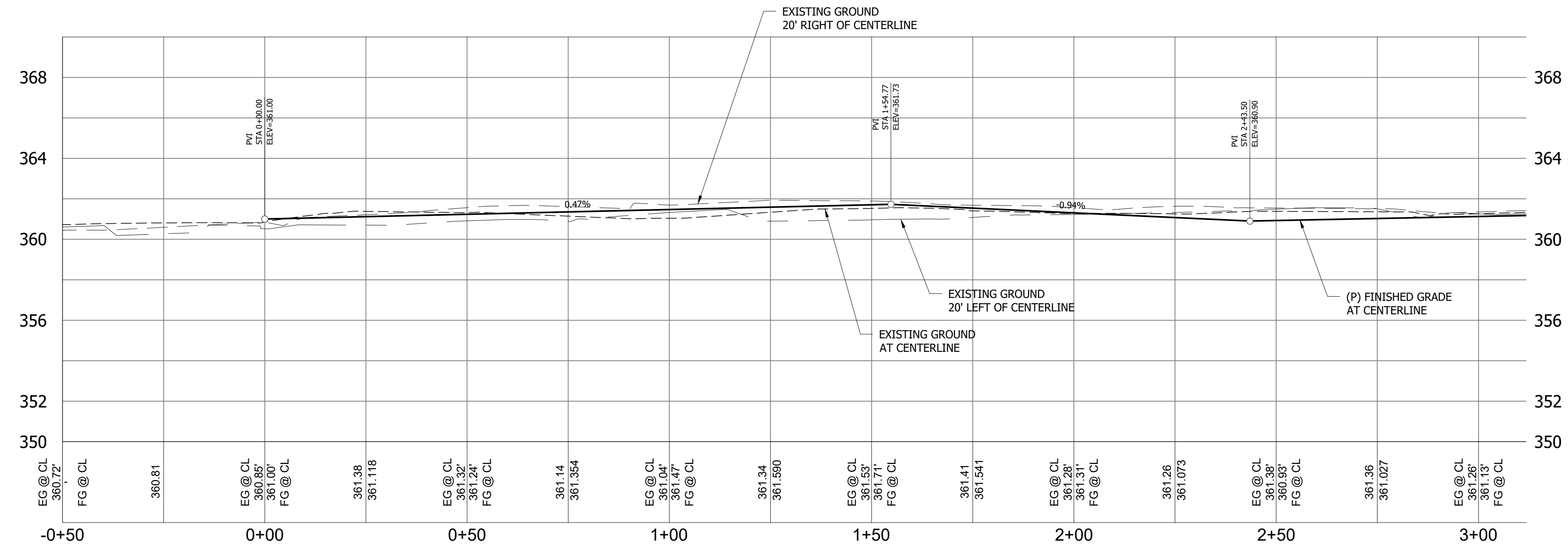
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CLOVER STREET PLAN & PROFILE
 MAP 08S-02W-25DA
 TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
 AUMSVILLE, OREGON

DATE: JULY 10, 2023
PROJECT: 22-558 YOUNG'S CLOVER STREET
DRAWN BY: MLM
CHECKED BY: BSU

THIS MAP WAS PREPARED FOR PLANNING PURPOSES ONLY



PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

Sheet C2.1

SCALE: SEE BARSCALE



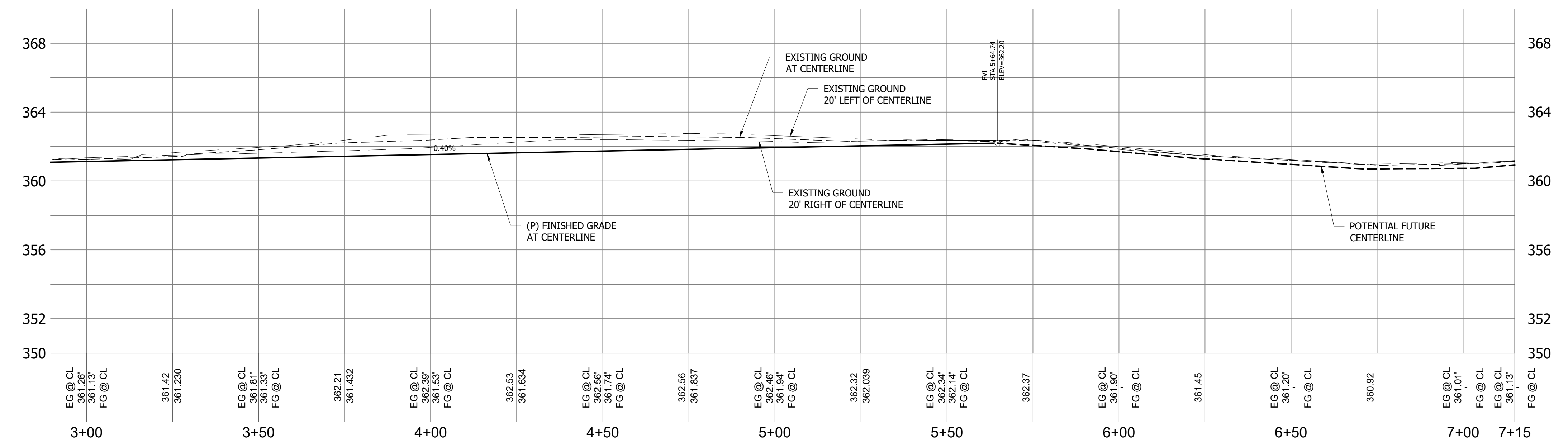
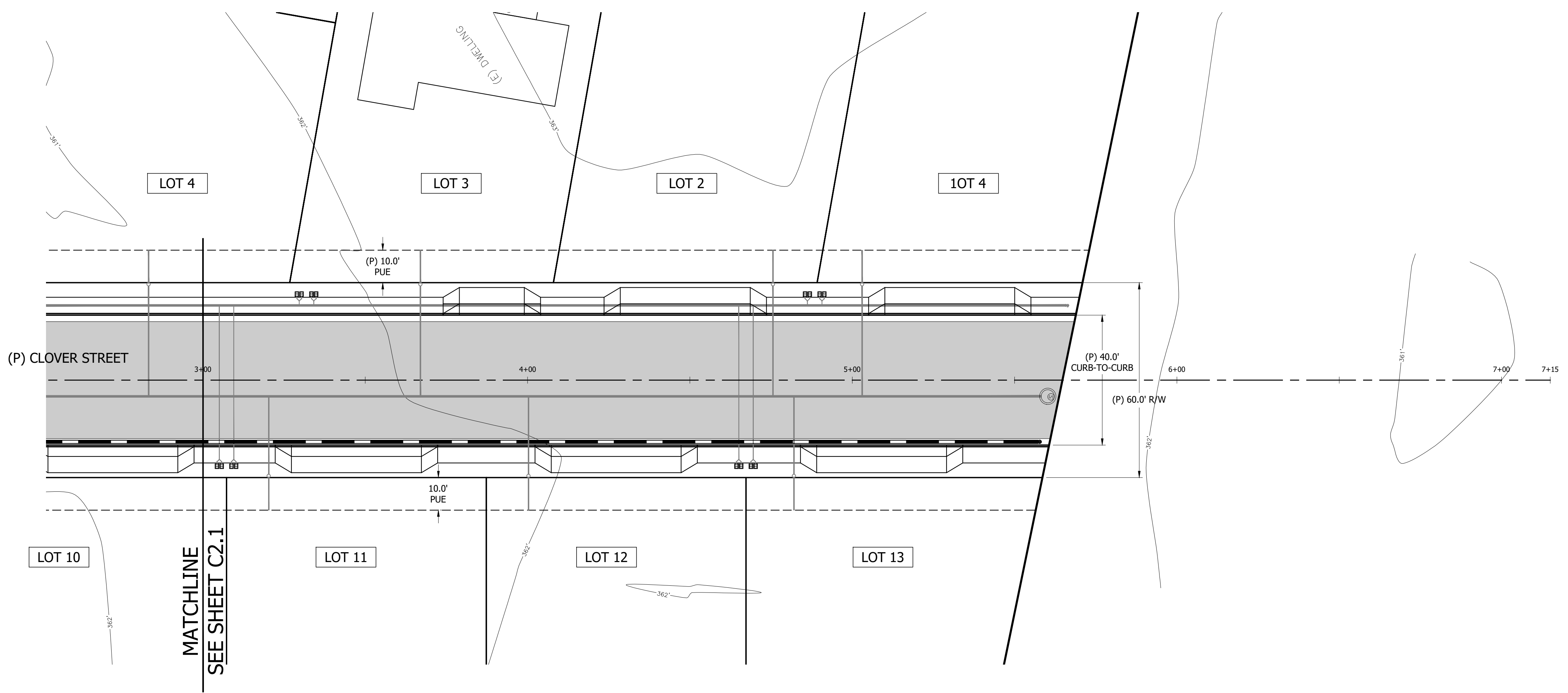
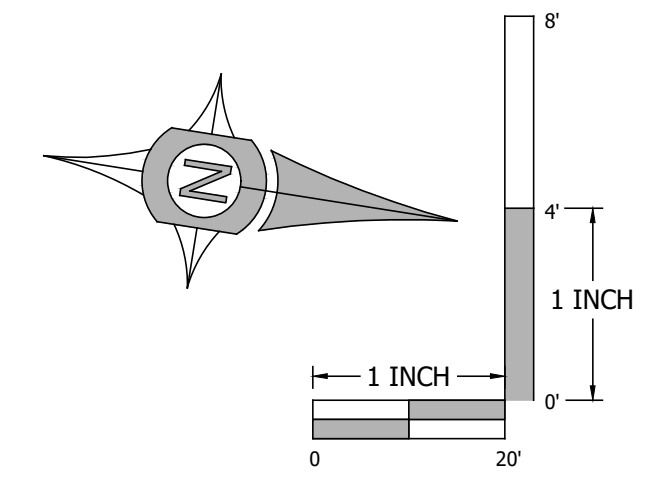
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CLOVER STREET PLAN & PROFILE
 MAP 08S-02W-25DA
 TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
 AUMSVILLE, OREGON

DATE: JULY 10, 2023
 PROJECT: 22-558 YOUNG'S CLOVER STREET
 DRAWN BY: MLM
 CHECKED BY: RBV

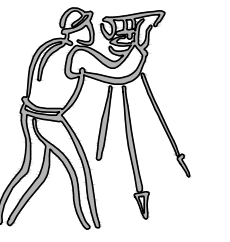
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PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

Sheet **C2.2**

SCALE: SEE BARS SCALE



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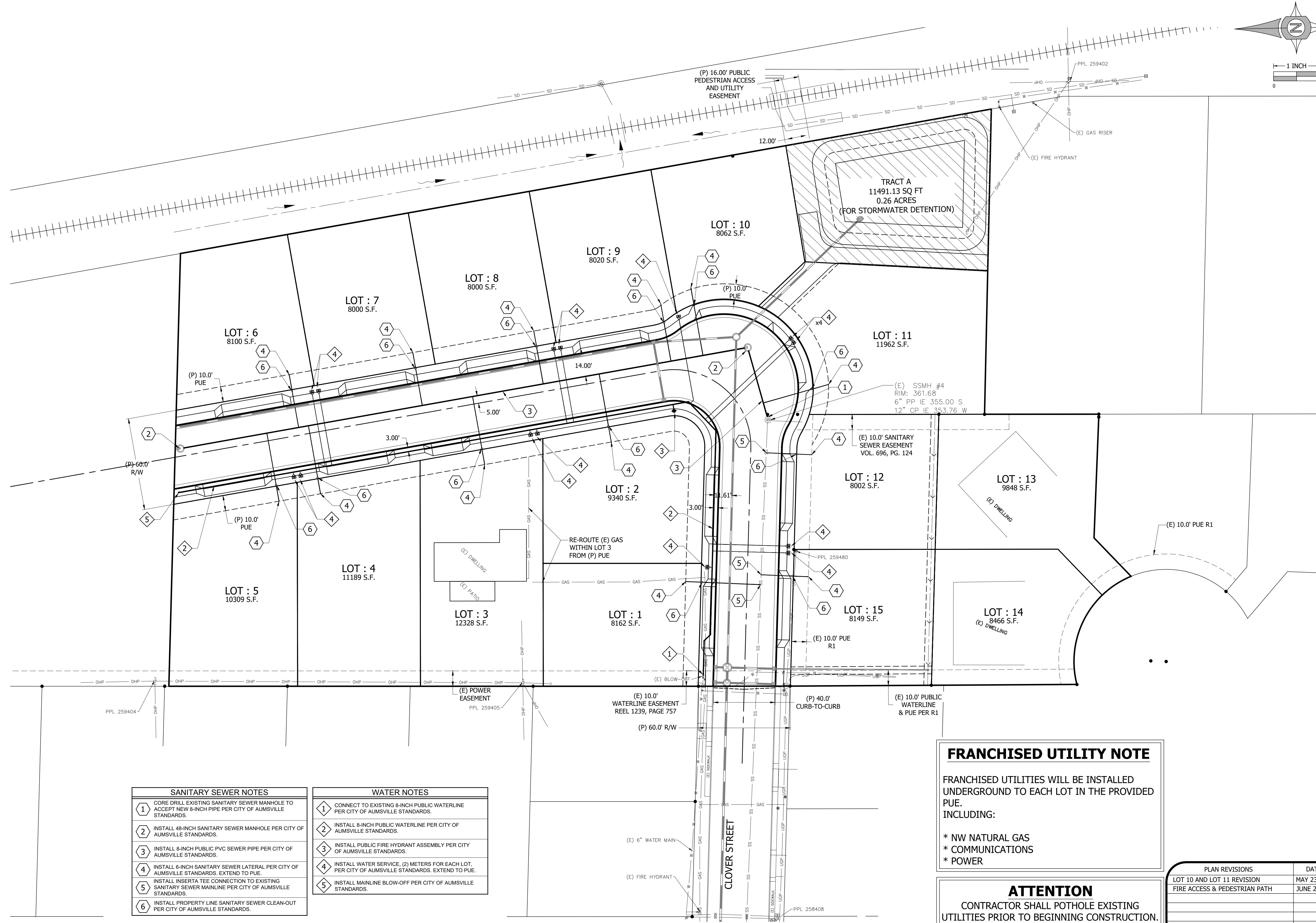
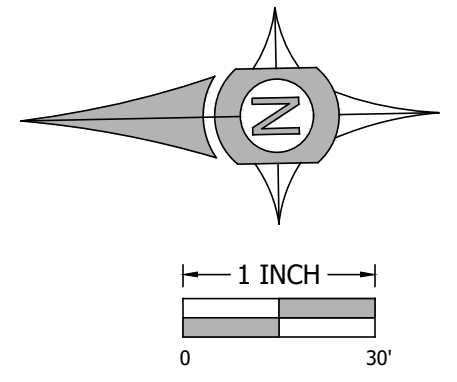
PRELIMINARY UTILITY PLAN
MAP 08S-02W-25DA
TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
AUMSVILLE, OREGON

DATE: JULY 10, 2023
PROJECT: 22-508 YOUNG'S CLOVER STREET
DRAWN BY: MLM
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Sheet **C4.0**

SCALE: SEE BARSCALE



SANITARY SEWER NOTES	
1	CORE DRILL EXISTING SANITARY SEWER MANHOLE TO ACCEPT NEW 8-INCH PIPE PER CITY OF AUMSVILLE STANDARDS.
2	INSTALL 48-INCH SANITARY SEWER MANHOLE PER CITY OF AUMSVILLE STANDARDS.
3	INSTALL 8-INCH PUBLIC PVC SEWER PIPE PER CITY OF AUMSVILLE STANDARDS.
4	INSTALL 6-INCH SANITARY SEWER LATERAL PER CITY OF AUMSVILLE STANDARDS. EXTEND TO PUE.
5	INSTALL INSERTA TEE CONNECTION TO EXISTING SANITARY SEWER MAINLINE PER CITY OF AUMSVILLE STANDARDS.
6	INSTALL PROPERTY LINE SANITARY SEWER CLEAN-OUT PER CITY OF AUMSVILLE STANDARDS.

WATER NOTES	
1	CONNECT TO EXISTING 8-INCH PUBLIC WATERLINE PER CITY OF AUMSVILLE STANDARDS.
2	INSTALL 8-INCH PUBLIC WATERLINE PER CITY OF AUMSVILLE STANDARDS.
3	INSTALL PUBLIC FIRE HYDRANT ASSEMBLY PER CITY OF AUMSVILLE STANDARDS.
4	INSTALL WATER SERVICE, (2) METERS FOR EACH LOT, PER CITY OF AUMSVILLE STANDARDS. EXTEND TO PUE.
5	INSTALL MAINLINE BLOW-OFF PER CITY OF AUMSVILLE STANDARDS.

FRANCHISED UTILITY NOTE
FRANCHISED UTILITIES WILL BE INSTALLED UNDERGROUND TO EACH LOT IN THE PROVIDED PUE.
INCLUDING:
* NW NATURAL GAS
* COMMUNICATIONS
* POWER

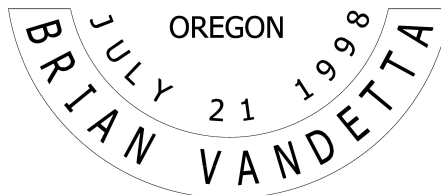
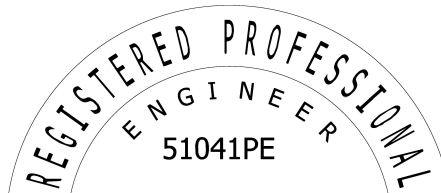
ATTENTION
CONTRACTOR SHALL POTHOLE EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION. REPORT FINDINGS TO ENGINEER.

PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

Youman Clover St Subdivision Project

**PRELIMINARY STORMWATER REPORT
*STORMWATER FLOW CONTROL & DETENTION***

REVISED JULY 2, 2023
TAX MAP 8S-02W-25DA
TAX LOTS 100, 200, 6600, 6700, 8300, 8400
UNASSIGNED ADDRESS
Aumsville, Oregon 97325



RENEWAL JUNE 30, 2024

PREPARED BY:



UDELL ENGINEERING & LAND SURVEYING, LLC
63 EAST ASH ST.
LEBANON, OR 97355

Site Name: **YOUMAN' CLOVER ST SUBDIVISION**

Property Location: **UNASSIGNED ADDRESS**
8S-02W-25DA
Tax Lots 100, 200, 6600, 6700, 8300, 8400

Site Property Owner: **Thomas Youmans**
995 Onley Dr
Aumsville, Oregon 97325

Applicant: **Thomas Youmans**
995 Onley Dr
Aumsville, Oregon 97325

Engineer: **Udell Engineering & Land Surveying, LLC**
63 East Ash St.
Lebanon, Oregon 97355

Contents

1.0 Purpose of Report	1
2.0 Site Description	1
3.0 Proposed Stormwater Facility Improvements	1
4.0 Design Methodology and Calculations	2
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4.2 Detention Calculations	2-3
5.0 Conclusion	Error! Bookmark not defined.
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1.0 Purpose of Report

Udell Engineering and Land Surveying, LLC, abbreviated UELS, was consulted by the owner/developer, Thomas Youmans, to develop a Stormwater Report for the proposed residential subdivision at the east end of Clover Street in Aumsville, Oregon. The proposed development is on multiple tax lots totaling approximately 3.85 acres. Approximately 3.0 acres currently drains to the Clover Street stormwater system owned and maintained by the City of Aumsville. Approximately 0.85 acres currently drains north and east into the railroad right of way. The purpose of this report is to demonstrate water quantity for the proposed improvements to the site generally conform with the City of Aumsville's post construction stormwater management standards. UELS will follow City of Aumsville Design Standards to provide stormwater flow control and onsite detention storage for the proposed development.

2.0 Site Description

The project is located on across multiple tax lots totaling approximately 3.85-acres. The site is located at the east end of Clover Street and west of the railroad right of way and 1st Avenue. The site has two existing single-family dwellings and vacant un-grazed meadow land. Of the 3.85 acres of land approximately 3.0 acres surface drains stormwaters into the end of Clover Street to find its way into the City of Aumsville piped stormwater system. The remaining 0.85 acres surface drains north and east onto neighboring properties and eventually ending up in the existing ditch in the railroad right of way.

3.0 Proposed Stormwater Facility Improvements

The proposed stormwater system is designed following City of Aumsville's design standards for stormwater management of stormwater quantity. The proposed stormwater system will release developed stormwaters west into the existing City of Aumsville piped stormwater system at pre-development rate for a 5-year storm event. The discharge rate calculated will be limited to 3.0 acres of contributing pre-development land as that is the amount of land from the site that currently discharges into the Clover Street system. The release rate will be controlled by a flow control orifice inside of a flow control manhole. Stormwater detention will be provided in an above ground off-line dry detention pond with capacity to store the volume necessary during a post-development 25-year storm event. Both the proposed release rate and detention volume meet the City of Aumsville Design Standards.

4.0 Design Methodology and Calculations

4.1 Water Quality (NOT REQUIRED)

4.2 Detention Calculations

In order to determine the capacity of the proposed stormwater detention facility, UELS used the SBUH method to build a hydrologic model using HydroCAD software Version 10.00-26: The software model is comprised of 4 types of nodes: sub-catchments, reaches, links, and ponds.

Sub-catchment nodes model the basin areas of land that receive rainfall during a storm. They generate runoff hydrographs based on several factors, including the modified surface runoff curve numbers, time of concentration, and design storms. For this model, UELS used curve numbers built into the software for the varying types of area with the contributing basin, pre-developed and post-developed. For the post-construction basin, UELS input parameters into the software to calculate the time of concentration for the drainage basin. The 24hr design storm values used in the model were taken from The City of Aumsville engineering standards and are shown in Table 1 below.

In HydroCAD, reach nodes are used to model open channel flow through uniform pipes and channels. Each node takes incoming flows and runs them through manning's equation. UELS used reach nodes for each mainline in the project not used for detention. (NONE USED IN THIS REPORT)

The purpose of link nodes in the model is to combine runoff from multiple sub-catchments without the use of a reach or pond. Link nodes are transparent; they do not alter incoming hydrographs entering. (NONE USED IN THIS REPORT)

In this hydrologic model, UELS used a pond node to model stormwater detention in the above ground ponding facility. The post-developed flows for the site will be metered with the use of one flow control orifice, constructed inside a manhole near the west property line of the development in Clover Street. The detention system is designed as an off-line above ground ponding system to provide storage for the 25-yr. storm event. Off-line, meaning the pond will not pass stormwaters through it during lesser storm events and only receive stormwaters when the flow control orifice capacity is exceeded via backwater surcharge. Should the flow control and detention systems fail or be exceeded the stormwater will bypass the flow control orifice by overflowing the catch basins connected to the flow control manhole and flow downstream in the street gutter. The overflowing stormwaters will re-enter the piped stormwater system through catch basins downstream of the flow control orifice.

The following table displays the input parameters that UELS used in the HydroCAD model. See proposed Storm Drainage and Grading Plans for the post-construction site.

Table 1, Input Parameters used for Hydrologic Analysis

Parameter	Value	Source
Modified Curve Numbers	Varies	SCS/NRCS TR-55
Rainfall Distribution	Type 1A	SCS/NRCS
Hydrologic Soil Group	D	Web-Soil Survey
5yr., 24 hr Design Storm	2.90 in	Aumsville Standards
25yr., 24 hr Design Storm	3.80 in	Aumsville Standards

The following table displays the results of the hydrologic calculations. See Appendices B & C for all input and output data from the HydroCAD models.

**Table 2
Comparison Pre-Development, Existing Conditions, Post Development Release Rates**

Storm Event	Existing Conditions (cfs)	Pre-Development Conditions (cfs)	Post-Development Conditions (cfs)
5-Year	0.44	0.38	
25-Year			0.37

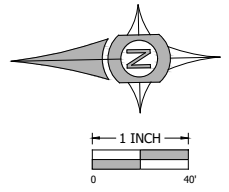
Table 3, Detention Volume Summary

Storm Event	Required Volume (cf)	Provided Volume (cf)	Peak Pond Elevation
25-Year	11,137	30,032	360.33'

5.0 Conclusion

UELS prepared this preliminary stormwater report for the proposed Youman’s Clover Street Subdivision development to generally conform with the City of Aumsville’s, Stormwater Management Engineering Standards. The body of this report provides detailed parameters and design criteria that demonstrate conformance with design standards set forth in the Engineering Standards. Based on the information within this report and the analysis provided, UELS believes that the stormwater management plan for the proposed development meets or exceeds City of Aumsville’s Stormwater Management Engineering Standards with respect to flow control and stormwater quantity. The Post-Development release rate for a 25-year storm event will be less than the Pre-Development release rate for a 5-year storm event. In addition the Post-Development release rate for a 25-year storm event will be approximately 16% less than the Existing Conditions release rate for a 5-year storm event.

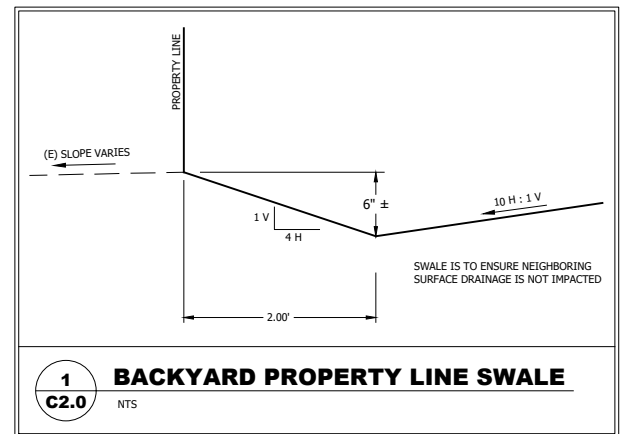
APPENDIX A
PRELIMINARY SITE DEVELOPMENT PLANS



STORM DRAIN NOTES

- 1 CORE DRILL EXISTING PUBLIC STORM DRAIN MANHOLE TO ACCEPT NEW 15-INCH PUBLIC STORM DRAIN PIPE.
- 2 INSTALL PUBLIC STORM DRAIN PIPE - SIZE AS NOTED.
- 3 INSTALL PUBLIC STORM DRAIN MANHOLE.
- 4 INSTALL PUBLIC FLOW CONTROL MANHOLE.
- 5 INSTALL BACKYARD PROPERTY LINE SWALE PER DETAIL THIS SHEET.
- 6 INSTALL PUBLIC STORM DRAIN CATCH BASIN.
- 7 INSTALL PUBLIC STORM DRAIN OUTLET.
- 8 INSTALL STORM DRAIN DETENTION POND.
- 9 INSTALL PUBLIC STORM DRAIN CLEAN-OUT.
- 10 INSTALL PRIVATE LANDSCAPE DRAIN.

STORMWATER NOTE:
 STORMWATER MANAGEMENT IS PROPOSED TO INCLUDE STORMWATER DETENTION FOR A POST-DEVELOPED 50-YEAR STORM EVENT WHILE RELEASING FLOW EQUIVALENT TO THAT GENERATED BY A PRE-DEVELOPMENT 5-YEAR STORM EVENT.



CLIENT:
 TOM YOUNG
 995 OLNEY STREET
 AUMSVILLE, OREGON 97325
 (503) 580-9294

UDELL ENGINEERING AND LAND SURVEYING, LLC
 63 EAST ASH ST.
 LEBANON, OREGON 97355
 (541) 451-5125 PH.
 (541) 451-1366 FAX

PRELIMINARY GRADING/DRAINAGE PLAN
 MAP 085-02W-25DA
 TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
 AUMSVILLE, OREGON

DATE: JULY 10, 2023
 PROJECT: 22-588 YOUNG'S CLOVER STREET
 DRAWN BY: MLM
 CHECKED BY: BSJ

THIS MAP WAS PREPARED FOR PLANNING PURPOSES ONLY

Sheet **SW2.0**
 SCALE: SEE BARSCALE

APPENDIX B
PRE-DEVELOPMENT BASIN MAP
AND
HYDROCAD SBUH HYDROLOGIC PRE-DEVELOPMENT MODEL
AND
HYDROCAD SBUH HYDROLOGIC EXISTING CONDITIONS MODEL



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995 OLNEY STREET
AUMSVILLE, OREGON 97325
(503) 580-9294

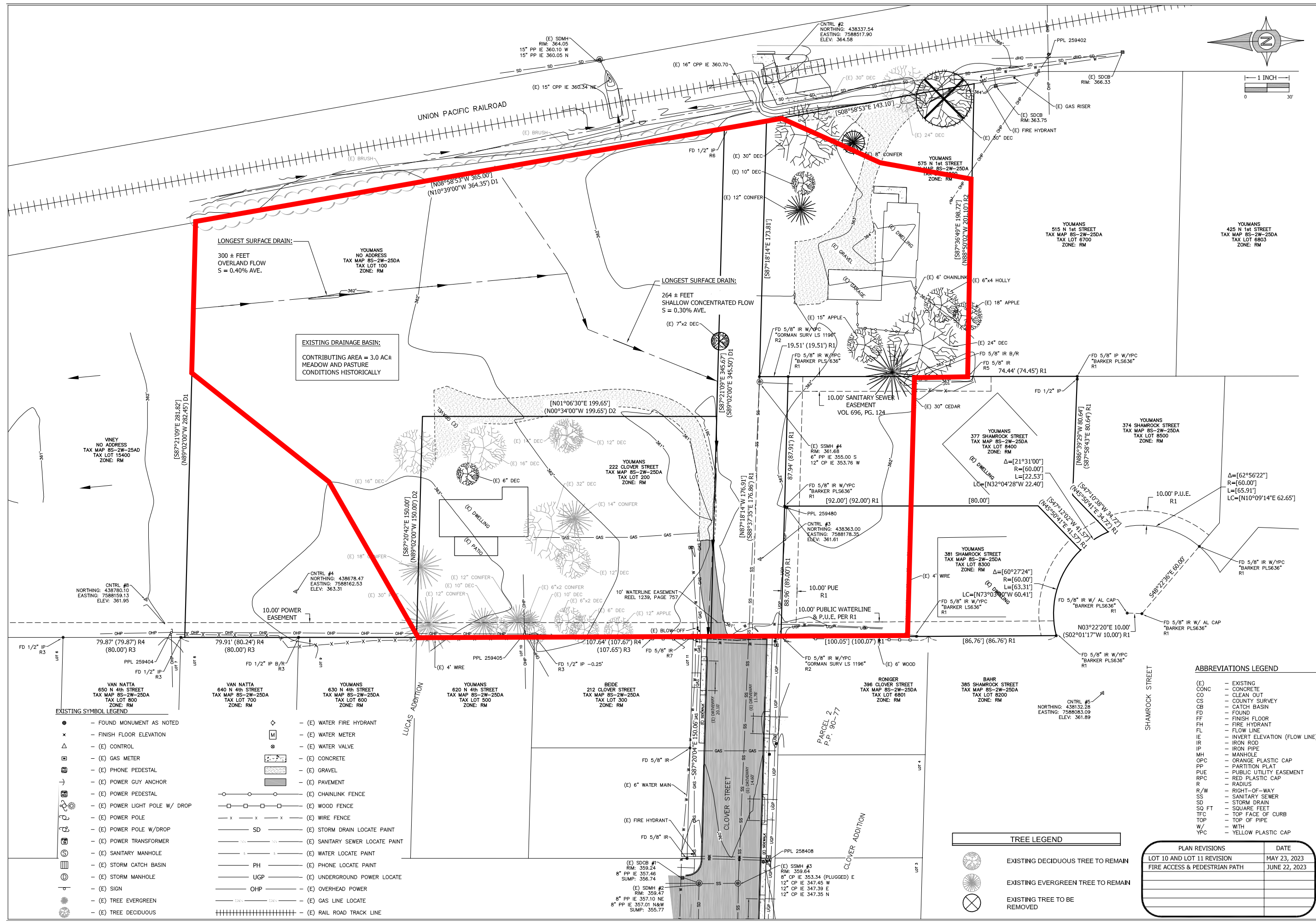
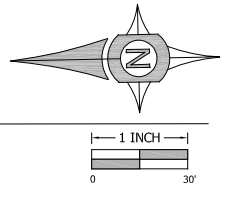
UDELL ENGINEERING AND LAND SURVEYING, LLC
63 EAST ASH ST.
LEBANON, OREGON 97355
(541) 451-5125 PH.
(541) 451-1366 FAX

EXISTING CONDITIONS/DEMO PLAN
MAP 08S-02W-25DA
TAX LOTS 100, 200, 6600, 6700, 8300 & 8400
AUMSVILLE, OREGON

DATE: JUNE 22, 2023
PROJECT: 22-358 YOUNAMS CLOVER STREET
DRAWN BY: MLH
CHECKED BY: BSJ

THIS MAP WAS PREPARED FOR PLANNING PURPOSES ONLY

Sheet **SW1.0**
SCALE: SEE BARSCALE



LONGEST SURFACE DRAIN:
300 ± FEET
OVERLAND FLOW
S = 0.40% AVE.

LONGEST SURFACE DRAIN:
264 ± FEET
SHALLOW CONCENTRATED FLOW
S = 0.30% AVE.

EXISTING DRAINAGE BASIN:
CONTRIBUTING AREA = 3.0 AC±
MEADOW AND PASTURE
CONDITIONS HISTORICALLY

ABBREVIATIONS LEGEND

- (E) - EXISTING
- CONC - CONCRETE
- CO - CLEAN OUT
- CS - COUNTY SURVEY
- CB - CATCH BASIN
- FD - FOUND
- FF - FINISH FLOOR
- FH - FIRE HYDRANT
- FL - FLOW LINE
- IE - INVERT ELEVATION (FLOW LINE)
- IR - IRON ROD
- IP - IRON PIPE
- MH - MANHOLE
- OPC - ORANGE PLASTIC CAP
- PP - PARTITION PLAT
- PUE - PUBLIC UTILITY EASEMENT
- RPC - RED PLASTIC CAP
- R - RADIUS
- R/W - RIGHT-OF-WAY
- SS - SANITARY SEWER
- SD - STORM DRAIN
- SQ FT - SQUARE FEET
- TFC - TOP FACE OF CURB
- TOP - TOP OF PIPE
- W - WITH
- YPC - YELLOW PLASTIC CAP

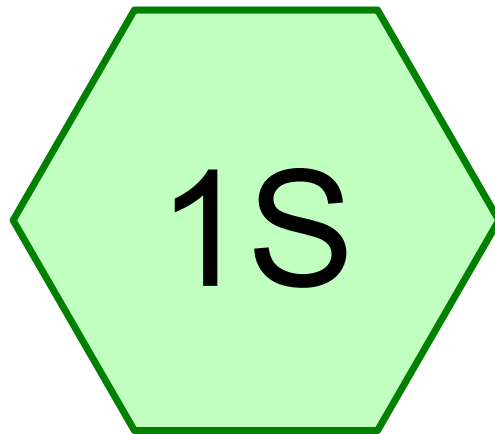
TREE LEGEND

- EXISTING DECIDUOUS TREE TO REMAIN
- EXISTING EVERGREEN TREE TO REMAIN
- EXISTING TREE TO BE REMOVED

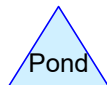
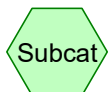
PLAN REVISIONS	DATE
LOT 10 AND LOT 11 REVISION	MAY 23, 2023
FIRE ACCESS & PEDESTRIAN PATH	JUNE 22, 2023

EXISTING SYMBOL LEGEND

- FOUND MONUMENT AS NOTED
- FINISH FLOOR ELEVATION
- (E) CONTROL
- (E) GAS METER
- (E) PHONE PEDESTAL
- (E) POWER GUY ANCHOR
- (E) POWER PEDESTAL
- (E) POWER LIGHT POLE W/ DROP
- (E) POWER POLE
- (E) POWER POLE W/DROP
- (E) POWER TRANSFORMER
- (E) SANITARY MANHOLE
- (E) STORM CATCH BASIN
- (E) STORM MANHOLE
- (E) SIGN
- (E) TREE EVERGREEN
- (E) TREE DECIDUOUS
- (E) WATER FIRE HYDRANT
- (E) WATER METER
- (E) WATER VALVE
- (E) CONCRETE
- (E) GRAVEL
- (E) PAVEMENT
- (E) CHAINLINK FENCE
- (E) WOOD FENCE
- (E) WIRE FENCE
- (E) STORM DRAIN LOCATE PAINT
- (E) SANITARY SEWER LOCATE PAINT
- (E) WATER LOCATE PAINT
- (E) PHONE LOCATE PAINT
- (E) UNDERGROUND POWER LOCATE
- (E) OVERHEAD POWER
- (E) GAS LINE LOCATE
- (E) RAIL ROAD TRACK LINE



Pre-Developed Conditions



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Page 2

Area Listing (all nodes)

Area (sq-ft)	CN	Description (subcatchment-numbers)
5,227	74	Pasture/grassland/range, Good, HSG C (1S)
125,453	80	Pasture/grassland/range, Good, HSG D (1S)

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Page 3

Soil Listing (all nodes)

Area (sq-ft)	Soil Group	Subcatchment Numbers
0	HSG A	
0	HSG B	
5,227	HSG C	1S
125,453	HSG D	1S
0	Other	

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Ground Covers (all nodes)

HSG-A (sq-ft)	HSG-B (sq-ft)	HSG-C (sq-ft)	HSG-D (sq-ft)	Other (sq-ft)	Total (sq-ft)	Ground Cover
0	0	5,227	125,453	0	130,680	Pasture/grassland/range, Good

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Type IA 24-hr 5-Year Storm Rainfall=2.90"

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Time span=0.00-36.00 hrs, dt=0.05 hrs, 721 points

Runoff by SBUH method, Split Pervious/Imperv.

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Pre-Developed

Runoff Area=3.000 ac 0.00% Impervious Runoff Depth=1.18"
Flow Length=564' Tc=55.8 min CN=80/0 Runoff=0.38 cfs 12,801 cf

22-358 Pre Development Model

Type IA 24-hr 5-Year Storm Rainfall=2.90"

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Summary for Subcatchment 1S: Pre-Developed Conditions

Runoff = 0.38 cfs @ 8.34 hrs, Volume= 12,801 cf, Depth= 1.18"

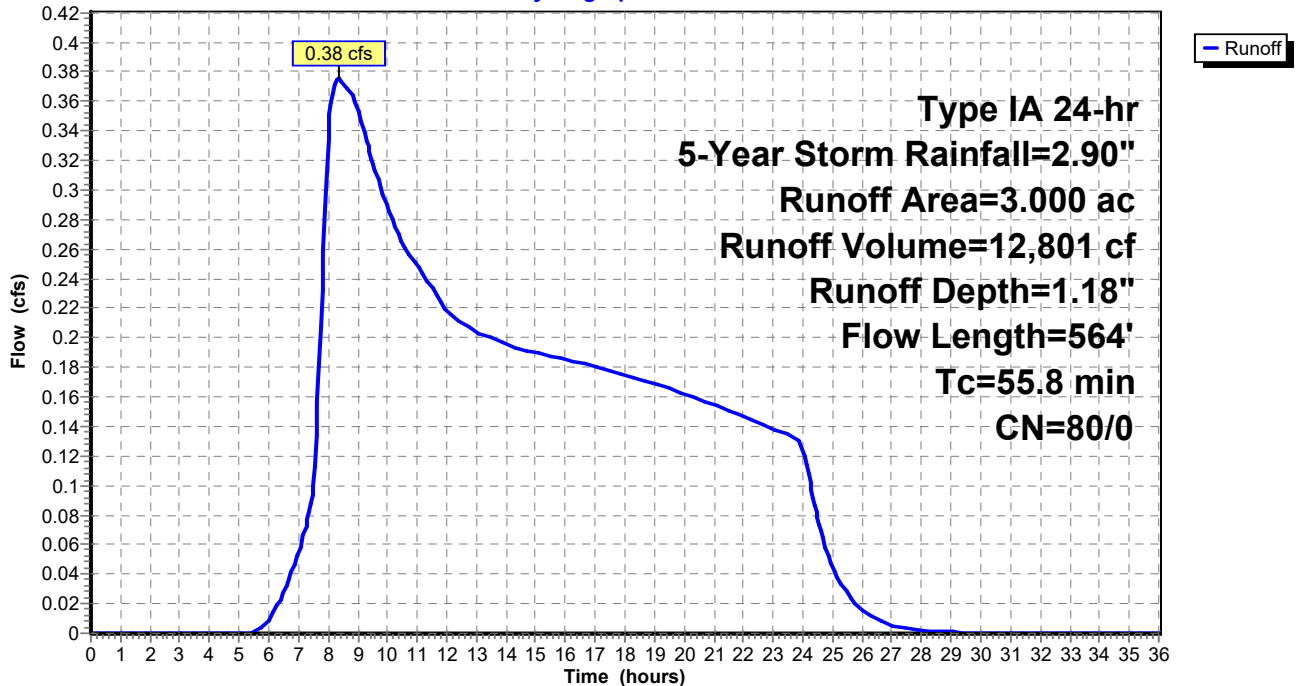
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Type IA 24-hr 5-Year Storm Rainfall=2.90"

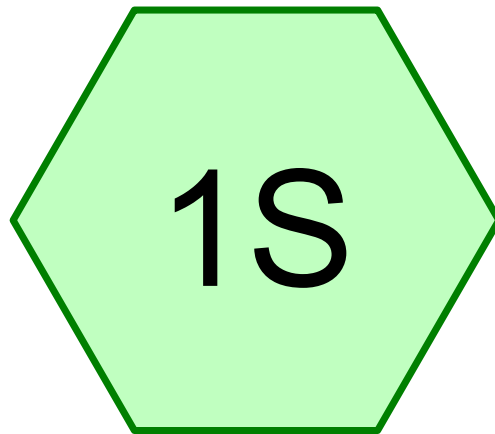
Area (ac)	CN	Description
2.880	80	Pasture/grassland/range, Good, HSG D
0.120	74	Pasture/grassland/range, Good, HSG C
3.000	80	Weighted Average
3.000	80	100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
50.8	300	0.0040	0.10		Sheet Flow, Grass: Short n= 0.150 P2= 2.50"
5.0	264	0.0030	0.88		Shallow Concentrated Flow, Unpaved Kv= 16.1 fps
55.8	564	Total			

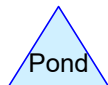
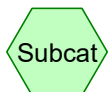
Subcatchment 1S: Pre-Developed Conditions

Hydrograph





Existing Conditions



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Area Listing (all nodes)

Area (sq-ft)	CN	Description (subcatchment-numbers)
6,534	96	Gravel surface, HSG D (1S)
5,227	74	Pasture/grassland/range, Good, HSG C (1S)
114,127	80	Pasture/grassland/range, Good, HSG D (1S)
871	98	Paved parking, HSG D (1S)
3,920	98	Roofs, HSG D (1S)

22-358 Existing Conditions Model

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Soil Listing (all nodes)

Area (sq-ft)	Soil Group	Subcatchment Numbers
0	HSG A	
0	HSG B	
5,227	HSG C	1S
125,453	HSG D	1S
0	Other	

22-358 Existing Conditions Model

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Ground Covers (all nodes)

HSG-A (sq-ft)	HSG-B (sq-ft)	HSG-C (sq-ft)	HSG-D (sq-ft)	Other (sq-ft)	Total (sq-ft)	Ground Cover
0	0	0	6,534	0	6,534	Gravel surface
0	0	5,227	114,127	0	119,354	Pasture/grassland/range, Good
0	0	0	871	0	871	Paved parking
0	0	0	3,920	0	3,920	Roofs

22-358 Existing Conditions Model

Type IA 24-hr 5-Year Storm Rainfall=2.90"

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Time span=0.00-36.00 hrs, dt=0.05 hrs, 721 points

Runoff by SBUH method, Split Pervious/Imperv.

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Existing Conditions

Runoff Area=3.000 ac 3.67% Impervious Runoff Depth=1.29"

Flow Length=564' Tc=55.8 min CN=81/98 Runoff=0.44 cfs 14,044 cf

22-358 Existing Conditions Model

Type IA 24-hr 5-Year Storm Rainfall=2.90"

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Summary for Subcatchment 1S: Existing Conditions

Runoff = 0.44 cfs @ 8.30 hrs, Volume= 14,044 cf, Depth= 1.29"

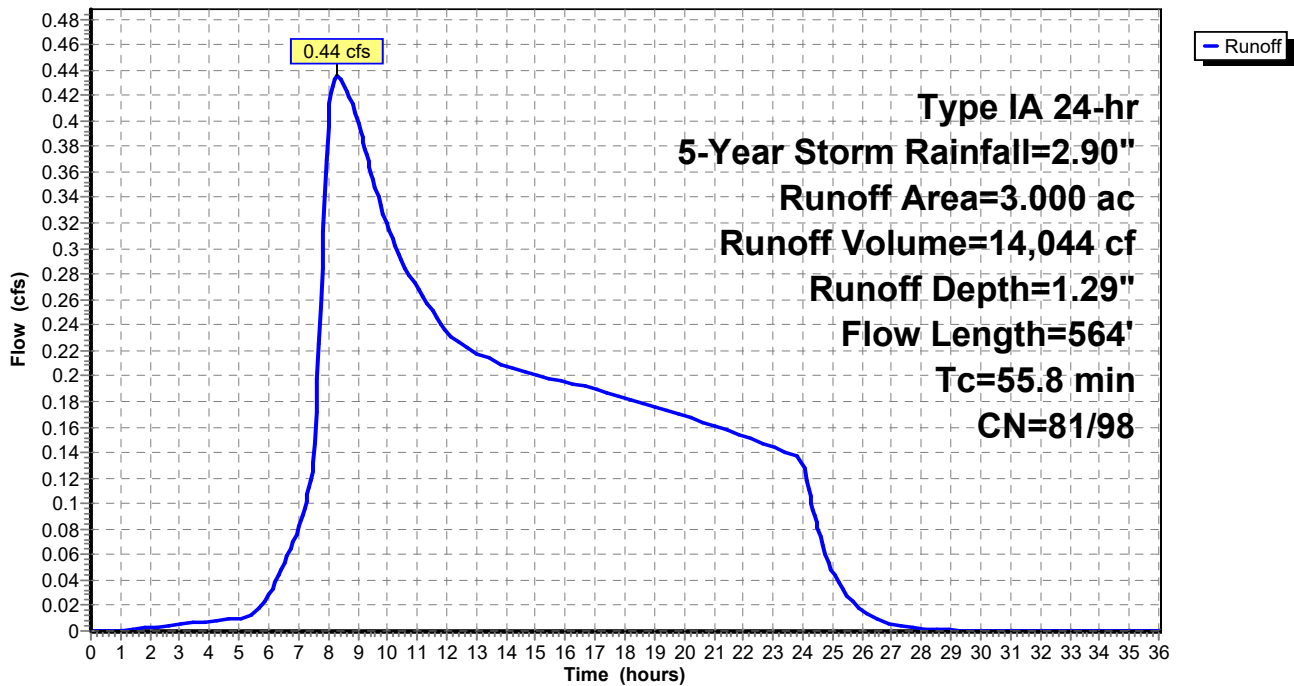
Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 5-Year Storm Rainfall=2.90"

Area (ac)	CN	Description
2.620	80	Pasture/grassland/range, Good, HSG D
0.120	74	Pasture/grassland/range, Good, HSG C
0.090	98	Roofs, HSG D
0.020	98	Paved parking, HSG D
0.150	96	Gravel surface, HSG D
3.000	81	Weighted Average
2.890	81	96.33% Pervious Area
0.110	98	3.67% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
50.8	300	0.0040	0.10		Sheet Flow, Grass: Short n= 0.150 P2= 2.50"
5.0	264	0.0030	0.88		Shallow Concentrated Flow, Unpaved Kv= 16.1 fps
55.8	564	Total			

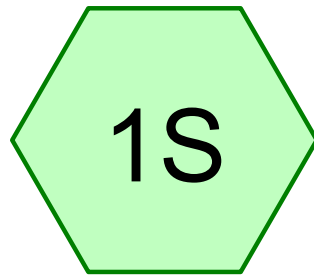
Subcatchment 1S: Existing Conditions

Hydrograph

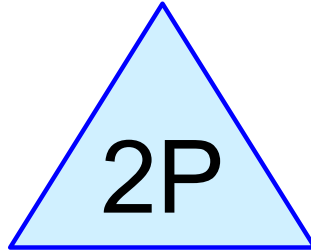


APPENDIX C

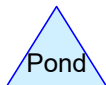
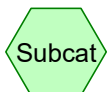
POST-DEVELOPMENT HYDROCAD SBUH HYDROLOGIC MODELS



Developed Subdivision



Detention Pond



22-358 Post Development Model

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Page 2

Area Listing (all nodes)

Area (sq-ft)	CN	Description (subcatchment-numbers)
167,706	85	1/8 acre lots, 65% imp, HSG B (1S)

22-358 Post Development Model

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Page 3

Soil Listing (all nodes)

Area (sq-ft)	Soil Group	Subcatchment Numbers
0	HSG A	
167,706	HSG B	1S
0	HSG C	
0	HSG D	
0	Other	

22-358 Post Development Model

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Page 4

Ground Covers (all nodes)

HSG-A (sq-ft)	HSG-B (sq-ft)	HSG-C (sq-ft)	HSG-D (sq-ft)	Other (sq-ft)	Total (sq-ft)	Ground Cover
0	167,706	0	0	0	167,706	1/8 acre lots, 65% imp

Subca

Numb

22-358 Post Development Model

Type IA 24-hr 25-Year Storm Rainfall=3.80"

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Time span=0.00-36.00 hrs, dt=0.05 hrs, 721 points

Runoff by SBUH method, Split Pervious/Imperv.

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Developed Subdivision Runoff Area=3.850 ac 65.00% Impervious Runoff Depth=2.57"

Tc=10.0 min CN=61/98 Runoff=2.19 cfs 35,878 cf

Pond 2P: Detention Pond

Peak Elev=360.33' Storage=11,137 cf Inflow=2.19 cfs 35,878 cf

Outflow=0.37 cfs 35,878 cf

22-358 Post Development Model

Type IA 24-hr 25-Year Storm Rainfall=3.80"

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Summary for Subcatchment 1S: Developed Subdivision

Runoff = 2.19 cfs @ 7.98 hrs, Volume= 35,878 cf, Depth= 2.57"

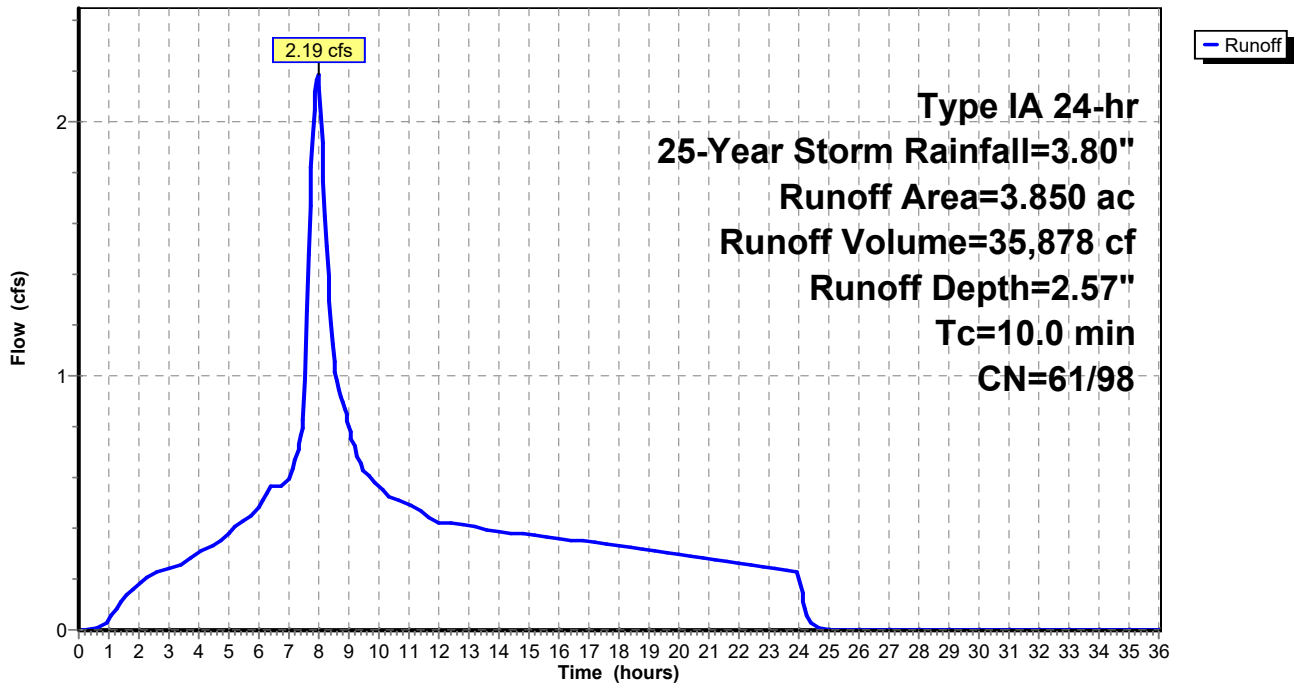
Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 25-Year Storm Rainfall=3.80"

Area (ac)	CN	Description
3.850	85	1/8 acre lots, 65% imp, HSG B
1.347	61	35.00% Pervious Area
2.503	98	65.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					Direct Entry,

Subcatchment 1S: Developed Subdivision

Hydrograph



22-358 Post Development Model

Type IA 24-hr 25-Year Storm Rainfall=3.80"

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Page 7

Summary for Pond 2P: Detention Pond

Inflow Area = 167,706 sf, 65.00% Impervious, Inflow Depth = 2.57" for 25-Year Storm event
 Inflow = 2.19 cfs @ 7.98 hrs, Volume= 35,878 cf
 Outflow = 0.37 cfs @ 15.64 hrs, Volume= 35,878 cf, Atten= 83%, Lag= 459.4 min
 Primary = 0.37 cfs @ 15.64 hrs, Volume= 35,878 cf

Routing by Stor-Ind method, Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
 Peak Elev= 360.33' @ 15.64 hrs Surf.Area= 5,765 sf Storage= 11,137 cf

Plug-Flow detention time= 353.7 min calculated for 35,829 cf (100% of inflow)
 Center-of-Mass det. time= 354.0 min (1,047.7 - 693.7)

Volume	Invert	Avail.Storage	Storage Description
#1	358.00'	30,032 cf	Custom Stage Data (Prismatic) Listed below (Recalc)
Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
358.00	3,812	0	0
360.40	5,827	11,567	11,567
363.00	8,377	18,465	30,032

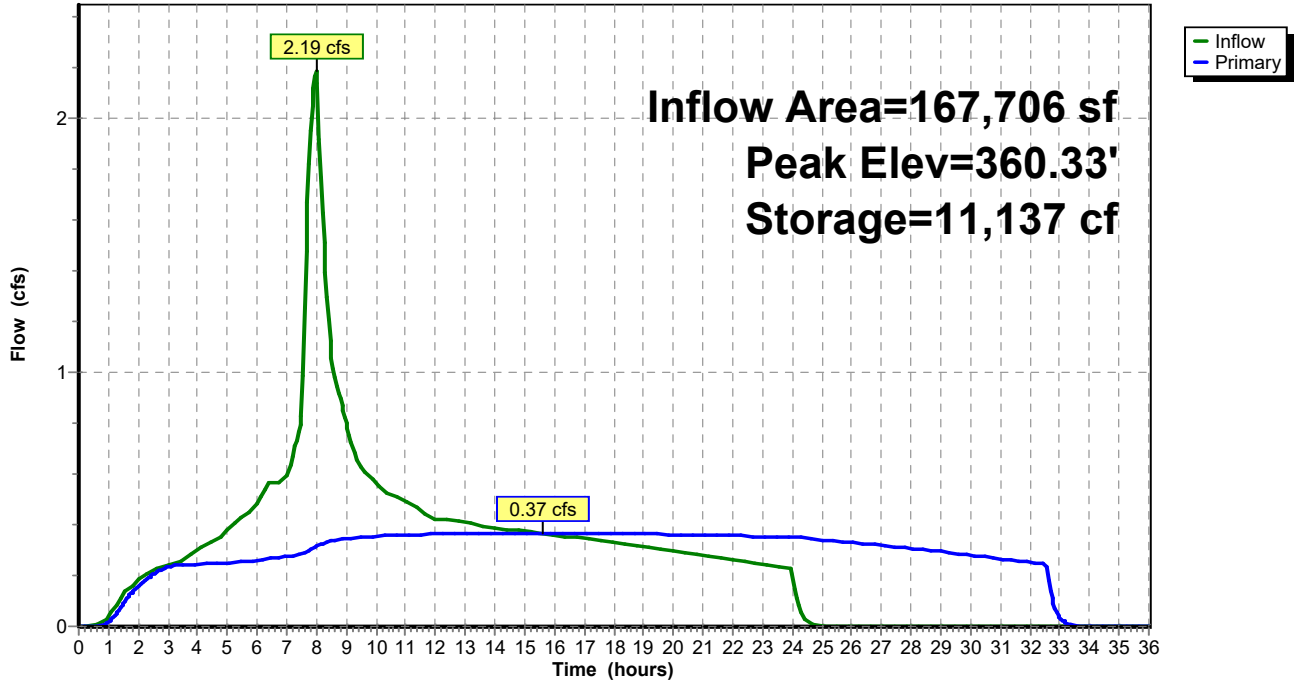
Device	Routing	Invert	Outlet Devices
#1	Primary	356.25'	2.625" Horiz. Orifice/Grate C= 0.600 Limited to weir flow at low heads
#2	Primary	360.40'	24.000" x 30.000" Horiz. Orifice/Grate X 2.00 C= 0.600 Limited to weir flow at low heads

Primary OutFlow Max=0.37 cfs @ 15.64 hrs HW=360.33' (Free Discharge)

1=Orifice/Grate (Orifice Controls 0.37 cfs @ 9.72 fps)
 2=Orifice/Grate (Controls 0.00 cfs)

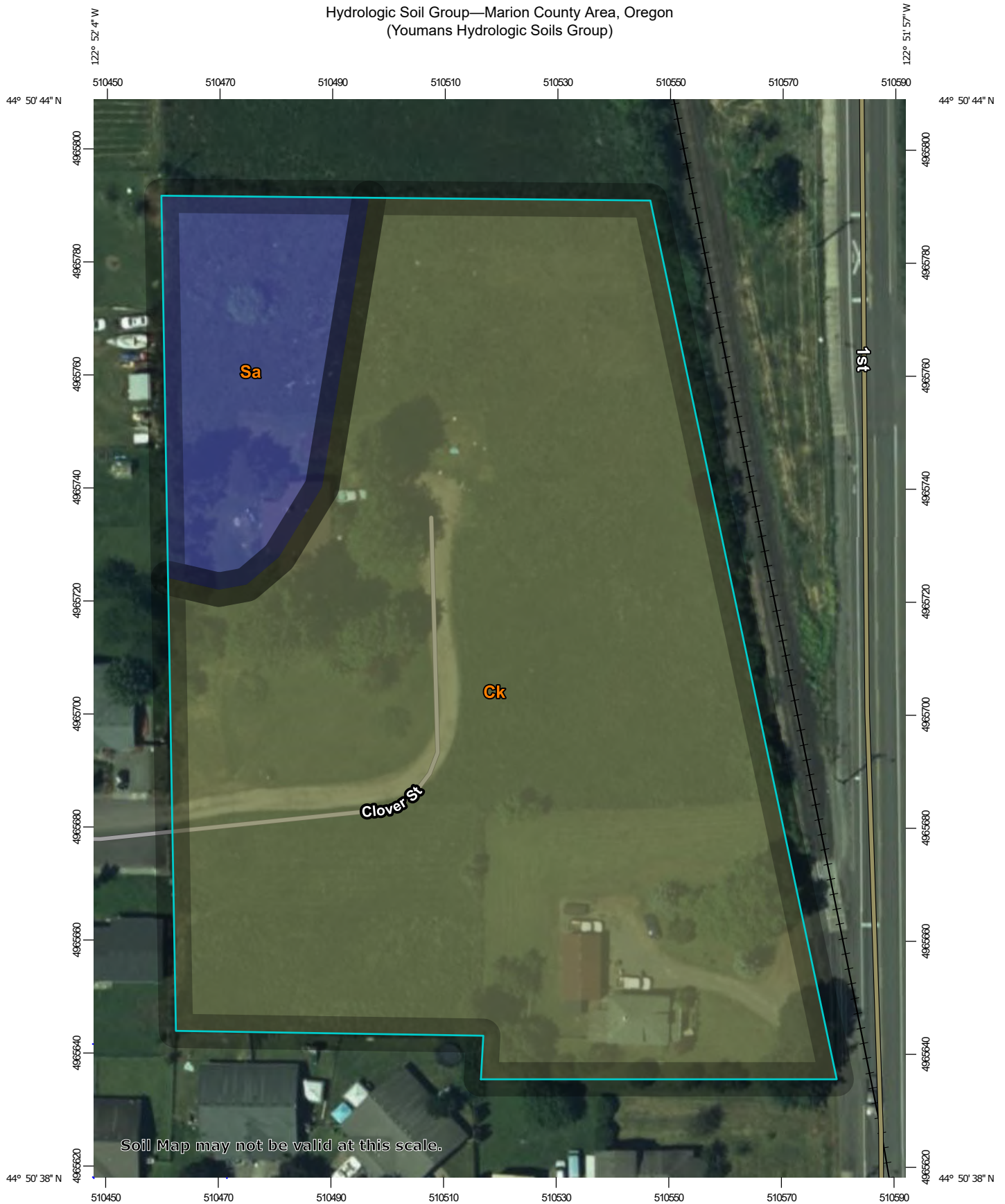
Pond 2P: Detention Pond

Hydrograph

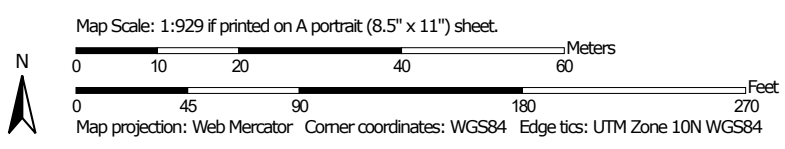


APPENDIX D
NRCS WEB-SOIL DATA

Hydrologic Soil Group—Marion County Area, Oregon
(Youmans Hydrologic Soils Group)




Soil Map may not be valid at this scale.



Hydrologic Soil Group—Marion County Area, Oregon
(Youmans Hydrologic Soils Group)

MAP LEGEND

Area of Interest (AOI)









 Area of Interest (AOI)

Soils

Soil Rating Polygons





-  A
-  A/D
-  B
-  B/D
-  C
-  C/D
-  D
-  Not rated or not available

Soil Rating Lines


-  A
-  A/D
-  B
-  B/D
-  C
-  C/D
-  D
-  Not rated or not available

Soil Rating Points






-  A
-  A/D
-  B
-  B/D

-  C
-  C/D
-  D
-  Not rated or not available

Water Features

 Streams and Canals

Transportation

-  Rails
-  Interstate Highways
-  US Routes
-  Major Roads
-  Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Marion County Area, Oregon
Survey Area Data: Version 20, Sep 14, 2022

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: May 28, 2020—May 29, 2020

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
Ck	Clackamas gravelly loam	C/D	3.3	86.8%
Sa	Salem gravelly silt loam	B	0.5	13.2%
Totals for Area of Interest			3.8	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

July 12, 2023
#01749

Laura LaRoque
Land Use Planner
Udell Engineering and Land Surveying, LLC.
63 East Ash Street
Lebanon, OR 97355

Office: (541) 451-5125
Direct: (541) 990-8661

**re: Transportation Assessment Letter for Youman's Clover Street Residential
Subdivision – Aumsville, OR**

INTRODUCTION

As requested, we have prepared this traffic assessment letter for a proposed residential development in Aumsville, Oregon. The site is located on lots identified as tax map 08S-02W-25DA, lots 100, 200, 6600, 6700, 8300 & 8400. The site is shown in Figure 1. A total of 26 new dwelling units would be allowed on the site.

Section 22.11(A) of the Aumsville Development Code states that a TIA shall be required under certain conditions. In this case, the primary condition is the first, which is when (1) "The development generates 25 or more peak-hour trips or 250 or more daily trips..."

The proposed project was forecast to generate 15 new p.m. peak hour trips and 187 new daily trips, which is less than the threshold. This letter was written to satisfy the requirements of the Code regarding a Transportation Assessment Letter, as per Section 22.11(B) of the Aumsville Development Code, which reads:

"If a TIA is not required, the applicant's traffic engineer shall submit a transportation assessment letter to the City indicating the proposed development or land use action is exempt. This letter shall outline the trip-generating characteristics of the proposed land use and verify that the site-access driveways or roadways meet City visual clearance requirements and roadway design standards."

PROJECT DESCRIPTION

The proposed layout of the site is shown in Figure 2. Lots 3, 13, and 14 contain existing single-family dwellings. All other lots have the potential to result in construction of up to 11 duplexes (22 units) and one fourplex dwelling units for a total of 26 dwelling units. ITE classifies this type of development as attached single-family homes.

TRIP GENERATION

Future trips generated by the project were forecast using the trip generation rates found in the 11th Edition of *Trip Generation* (ITE, 2021). Land Use 215 attached single-family housing was selected at the most appropriate land use category for the proposed use. The ITE trip rates are shown in Table 1.

TABLE 1 – TRIP GENERATION RATES

ITE Land Use & Code	Ind. variable	Trip Ends Rate (trips per t.s.f)		In/Out Split (percent)	
		PM Peak Hour	Daily	PM Peak Hour	Daily
		Single Family Attached Housing 215	DU	0.57	7.20

The proposed project was forecast to generate a total of 15 new p.m. peak hour trips and 187 new daily trips, as shown in Table 2. Since this forecast is less than 25 p.m. peak hour trips and 250 daily trips, a TIA is not required by the Aumsville Development Code.

TABLE 2 – TRIP GENERATION FORECAST

ITE Land Use	Size (units)	PM Peak Hour Trip Ends			Daily
		In	Out	Total	
Single Family Attached Housing 215	26 DU	8	7	15	187

SIGHT DISTANCE AND CLEAR VISION

Clover Street shows a straight connection in the street network. No new intersections would be created at the access point to the sight. Figure 3 shows the clear-vision distances, as prepared by the applicants Engineer.

SUMMARY AND CONCLUSIONS

The proposed change in land use was forecast to generate 187 new trips per average weekday and new 15 p.m. peak hour trips. Further analysis is not required as discussed above.

* * * * *

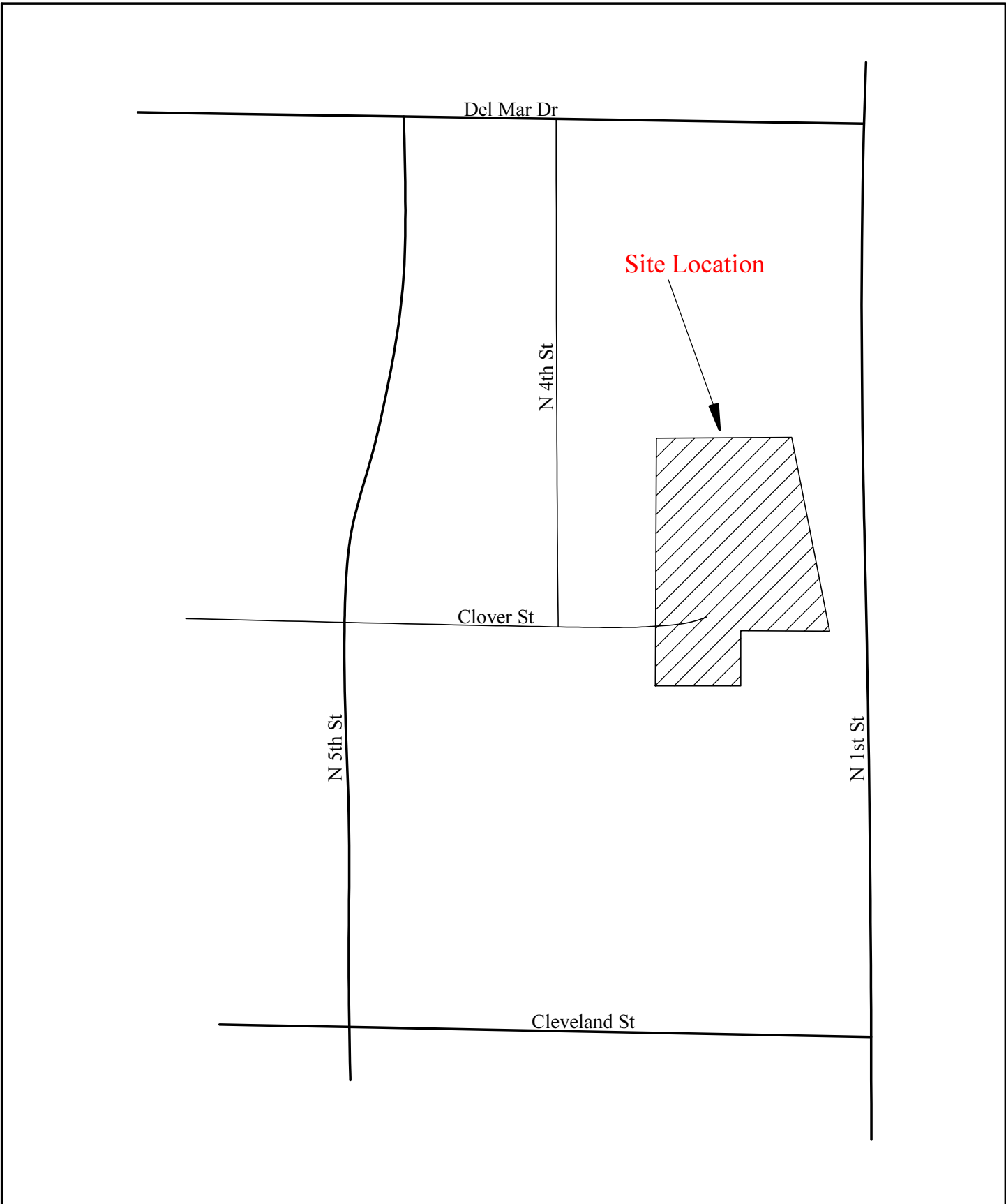
It is trusted that the above analysis adequately addresses the requirements for a Transportation Assessment Letter. Please feel free to call at your convenience if you would like to discuss any elements of this letter-report.

Very truly yours,
FERGUSON & ASSOCIATES, INC.

Scott Ferguson, PE

Attachments: Figures 1-3





Site Location

Site Location

Youman's Clover Street Residential Subdivision - Aumsville, Oregon

#01749
July 11, 2023

Figure 1

Ferguson & Associates, Inc.

Not to Scale

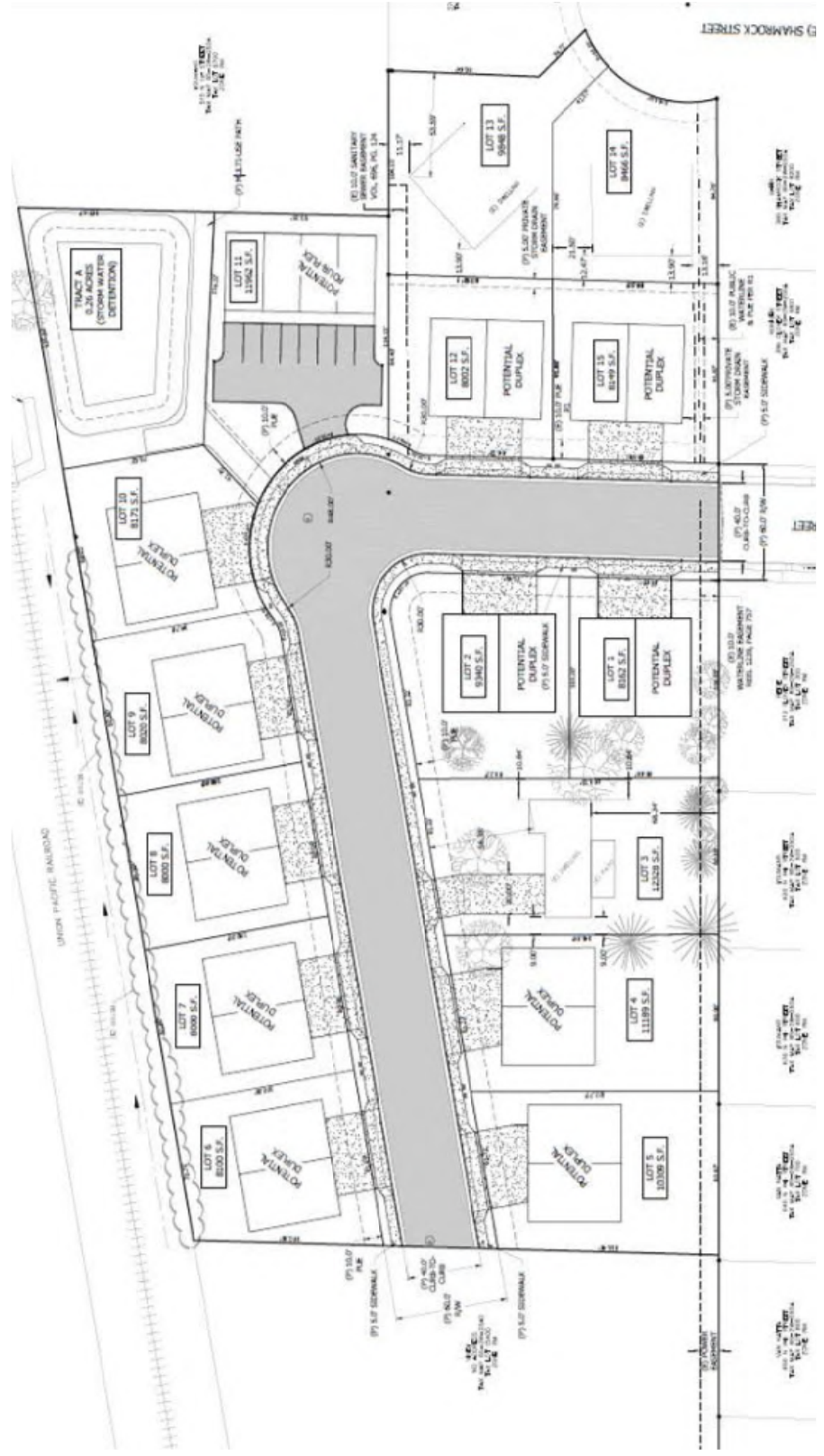



Figure 2
Ferguson & Associates, Inc.

Site Plan
Youman's Clover Street Residential Subdivision - Aumsville, Oregon

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Figure 3
Ferguson & Associates, Inc.

Clear Vision Distances
Youman's Clover Street Residential Subdivision - Aumsville, Oregon

Agenda Item 6



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Employee Handbook

Updated October 2023

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Welcome!

Welcome to the City of Aumsville, we're glad to have you on our team. At the City of Aumsville, we believe that our employees are our most valuable assets. In fact, we attribute a significant part of our success as an organization to our ability to recruit, hire, and maintain a motivated and productive workforce. We hope that during your employment with the City of Aumsville, you will become a productive and successful member of the City of Aumsville team.

This employee handbook describes, in summary, the personnel policies and procedures that govern the employment relationship between the city and its employees. The policies stated in this handbook are subject to change at any time at the sole discretion of the City of Aumsville, with or without prior notice. This handbook supersedes any prior handbooks or written policies of our organization that are inconsistent with its provisions. You may receive updated information concerning changes in policy from time to time, and those updates will be made to our original electronic master and will be kept in our shared folder. Employees will be asked to review these policies once a year and sign acknowledgment of receipt. If you have any questions about any of the provisions in the handbook, or any policies that are issued after the handbook, please ask the City Administrator.

This handbook does not create a contract of employment between the city and its employees. All employment at the City of Aumsville is "at will." That means that either you or the City of Aumsville may terminate this relationship at any time, for any reason, with or without cause or notice, unless you are subject to a written contract of employment that specifies otherwise. No supervisor, or representative of the City, other than the City Administrator has the authority to enter into any agreement with you regarding the terms of your employment that changes our at-will relationship, or deviates from the provisions in this handbook, unless the change or deviation is put in writing and signed by the City Administrator.

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Sincerely,

Ron Harding
City Administrator
City of Aumsville

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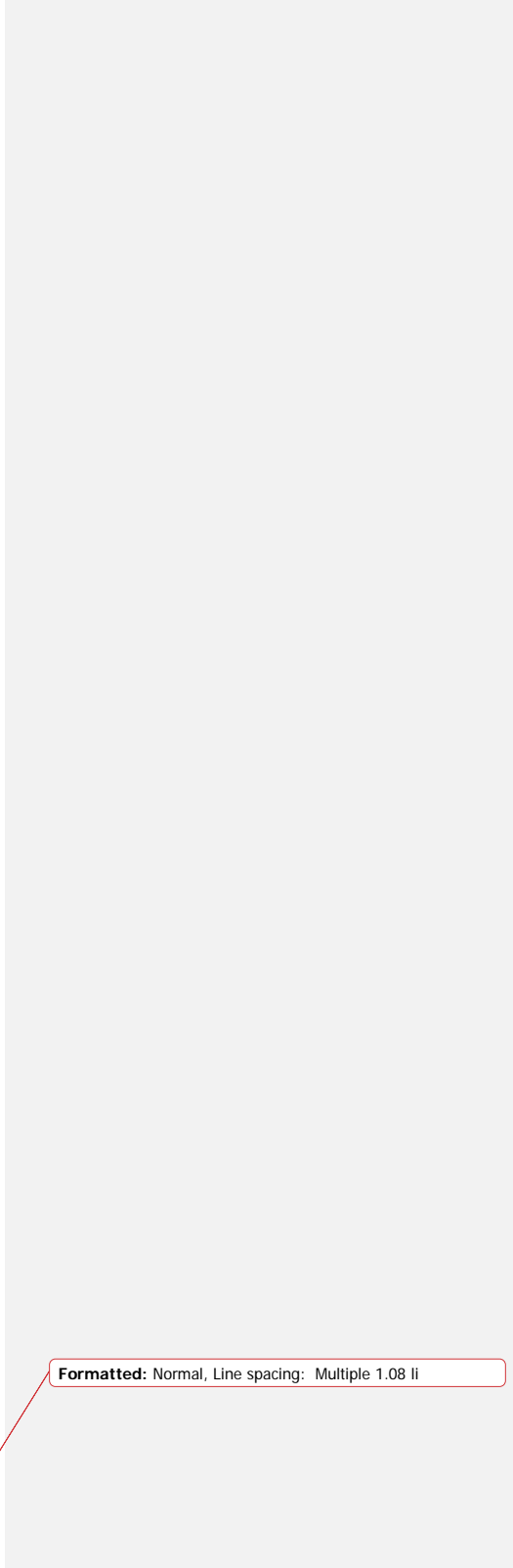
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I. Equal Employment Opportunity (EEO) Policies

The following EEO Policies apply to all employees. Members of management, elected officials, and employees alike are expected to adhere to and enforce the following EEO Policies. Any employee's failure to do so may result in discipline, up to and including termination.

All employees are encouraged to discuss these EEO Policies with the city administrator at any time if they have questions relating to the issues of harassment, discrimination or bullying, or what it means to work in a respectful workplace.

A. No-Discrimination, No-Retaliation Policy

The City provides equal employment opportunity to all qualified employees and applicants without unlawful regard to race, color, religion, sex, gender identity, pregnancy (including childbirth and related medical conditions), sexual orientation, national origin, age, disability, genetic information, veteran status, domestic violence victim status, or any other status protected by applicable federal, Oregon, or local law. The City also recognizes an employee's right to engage in protected activity under Oregon and federal law, as discussed in various policies below, and will not retaliate against an employee for engaging in protected activity.

The City's commitment to equal opportunity applies to all aspects of the employment relationship — including but not limited to, recruitment, hiring, compensation, promotion, demotion, transfer, disciplinary action, layoff, recall, and termination of employment.

B. Statement Regarding Pay Equity

The City supports Oregon's Pay Equity Law and federal and Oregon laws prohibiting discrimination between employees on the basis of a protected class (as defined by Oregon law) in the payment of wages or other compensation for work of comparable character. Employees who believe they are receiving wages or other compensation at a rate less than that at which the City pays wages or other compensation to other employees for work of comparable character are encouraged to discuss the issue with the city administrator.

See also "Statement Regarding Pay Practices" policy, below.

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C. No-Harassment Policy

The City prohibits harassment of any kind or sexual assault in the workplace, or harassment or sexual assault outside of the workplace that violates its employees, volunteers and interns' right to work in a harassment-free workplace. Specifically, the City prohibits harassment or conduct related to an individual's race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age, disability, genetic information, veteran status, domestic violence victim status, or any other protected status or activity recognized under Oregon, federal, or local law.

Each member of management is responsible for creating an atmosphere free of discrimination, harassment, and sexual assault. Further, all employees are responsible for respecting the rights of other employees and to refrain from engaging in conduct prohibited by this policy, regardless of the circumstances, and regardless of whether others participate in the conduct or did not appear to be offended. All employees are encouraged to discuss this policy with their immediate supervisor, any member of the management team, or with the city administrator, at any time if they have questions relating to the issues of discrimination or harassment.

This policy applies to and prohibits sexual or other forms of harassment that occur during working hours, during the City-related or -sponsored trips (such as conferences or work-related travel), and during non-working hours when that off-duty conduct creates an unlawful hostile work environment for any of the City's employees. **Such harassment is prohibited whether committed by City employees or by ~~non-~~ ~~employees~~ nonemployees (including elected officials, members of the community, volunteers, interns, and vendors).**

1. Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature (regardless of whether such conduct is "welcome"), when:

- a) Submission to such conduct is made either implicitly or explicitly a term or condition of employment;
- b) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- c) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

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Some examples of conduct that could give rise to sexual harassment are unwanted sexual advances; demands for sexual favors in exchange for favorable treatment or continued employment; sexual jokes; flirtations; advances or propositions; verbal abuse of a sexual nature; comments about an individual's body, sexual prowess, or deficiency; talking about your sex life or asking others questions about theirs; leering or whistling; unwelcome touching or assault; sexually suggestive, insulting, or obscene comments or gestures; displays of sexually suggestive objects or pictures; making derogatory remarks about individuals who are gay, lesbian, bisexual or transgender; or discriminatory treatment based on sex.

This is not a complete list.

2. Other Forms of Prohibited Harassment

The City's policy also prohibits harassment against an individual based on the individual's race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age, disability, genetic information, veteran status, domestic violence victim status, or any other protected status or activity recognized under Oregon, federal or local law.

Such harassment may include verbal, written or physical conduct that denigrates, makes fun of, or shows hostility towards an individual because of that individual's protected class or protected activity, and can include:

- Jokes, pictures (including drawings), epithets, or slurs;
- Negative stereotyping;

Displaying racist symbols anywhere on the City's property;

- "Teasing" or mimicking the characteristics of someone with a physical or mental disability;
- Criticizing or making fun of another person's religious beliefs, or "pushing" your religious beliefs on someone who doesn't have them;
- Threatening, intimidating, or hostile acts that relate to a protected class or protected activity; or
- Written or graphic material that denigrates or shows hostility or aversion toward an individual or group because of the protected status.

This is not a complete list. All employees are expected to exercise common sense and refrain from other similar kinds of conduct.

3. Complaint Procedure

Employees, volunteers, or interns who have experienced a sexual assault, any harassment, discrimination in violation of this policy, who have witnessed such behavior, or who have credible information about such behavior occurring, are expected and should bring the matter to the attention of the city administrator or a supervisor or member of management team as soon as possible. Employees are strongly encouraged to document the information or incident in any written or electronic form, or with a voice mail message (or phone call). An employee who experiences or witness's harassment is encouraged, but not required, to tell the harasser that the behavior is offensive and unwanted, and that he/she wants it to stop.

4. Investigation and Confidentiality

All complaints and reports will be promptly and impartially investigated and will be kept confidential to the extent possible, consistent with the City's need to investigate the complaint and address the situation. If conduct in violation of this policy is found to have occurred, the City will take prompt, appropriate corrective action, and any employee found to have violated this policy will be subject to disciplinary action, up to and including termination of employment.

Employees who have been subjected to harassment, sexual assault, or discrimination are encouraged to use the City's complaint-reporting procedure, described above, to ensure a timely, thorough investigation and handling of the situation. Employees may, however, seek redress from the Oregon Bureau of Labor and Industries (BOLI) pursuant to ORS 659A.820 to 659A.865, or in a court under any other available law, whether criminal or civil. Although the City cannot provide employees with legal advice, employees should be aware of the statute of limitations applicable to harassment or discrimination claims under ORS 659A.030, 659A.082 or 659A.121 (five years). Further, before an employee can take any legal action against the City, the employee must provide written notice of the claim within 180 days of the act or omission the employee claims have caused him/her harm. When an employee can prove harm as a result of unlawful harassment or discrimination in an administrative proceeding or in a court, remedies available to the employee include enforcement of a right, imposition of a penalty, or issuance of an order to the employee's employer (in limited circumstances).

5. Protection Against Retaliation

The City prohibits retaliation in any way against an employee because the employee has made a good-faith complaint pursuant to this policy or the law, has reported (in good

faith) sexual assault, harassing or discriminatory conduct, or has participated in an investigation of such conduct.

Employees who believe they have been retaliated against in violation of this policy should immediately report it to the city administrator or any supervisor or member of management. Any employee who is found to have retaliated against another employee in violation of this policy will be subject to disciplinary action up to and including termination of employment.

See also the No-Discrimination, No-Retaliation Policy, above, and the Reporting Improper and Unlawful Activity Policy, below.

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6. Other Resources Available to Employees

The City provides an Employee Assistance Program (EAP) through Cascade Centers to employees and dependents who are enrolled in the City's medical coverage. For access to confidential help 24 hours a day, seven days a week, call toll-free: 1-800-433-2320, or go online to www.cascadecenters.com. The EAP program provides confidential counseling services and educational tools such as resources relating to eldercare, childcare, legal consultation, financial coaching, identity theft, and others.

The City cannot provide legal resources to its employees or referrals to specific attorneys. Employees may contact the Oregon State Bar for more information: <https://www.osbar.org/public/>.

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7. Other Employee Rights

Nothing in this policy is intended to diminish or discourage an employee who has experienced workplace harassment or discrimination, or sexual assault, from talking about or disclosing his/her experience.

The City is committed to creating and maintaining a workplace free of sexual assault, harassment, discrimination, and retaliation and it has confidence in the process it has developed for addressing good-faith complaints. However, Oregon law requires the City to inform employees that if they have been aggrieved by workplace harassment, discrimination or sexual assault and want to enter into an agreement with the City regarding his/her experience and/or employment status, the employee should contact the city administrator. The employee's request to enter into such an agreement must be in writing (email or text is acceptable). Requests of this nature will be considered on a case-by-case basis; such agreements are not appropriate for every situation. If the City and employee do reach an agreement, the City will not require an employee to enter into a nondisclosure agreement (which would prohibit the employee from

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discussing or communicating about his/her experiences in the workplace or the terms of the agreement) or a non-disparagement agreement (which would prohibit the employee from speaking slightly about the City or making comments that would lower the City in rank or reputation). If, however, the employee makes a request for an agreement under this paragraph, nondisclosure and non-disparagement are terms that the City and the employee may agree to. The employee will have seven days to revoke the agreement after signing it.—

D. No-Bullying Policy

The City strives to promote a positive, professional work environment free of physical or verbal harassment, “bullying,” or discriminatory conduct of any kind.— The City, therefore, prohibits employees from bullying one another or engaging in any conduct that is disrespectful, insubordinate, or that creates a hostile work environment for another employee for any reason.— For purposes of this policy, “bullying” refers to repeated, unreasonable actions of individuals (or a group) directed towards an individual or a group of employees, which is intended to intimidate and that creates a risk to the health and safety of the employee(s).— Examples of bullying include:

1. Verbal Bullying: Slandering, ridiculing or maligning a person or his/her family; persistent name calling that is hurtful, insulting or humiliating; using a person as butt of jokes; abusive and offensive remarks.
2. Physical Bullying: Pushing; shoving; kicking; poking; tripping; assault, or threat of physical assault; damage to a person’s work area or property.
3. Gesture Bullying: Non-verbal threatening gestures, glances that can convey threatening messages.
4. Exclusion Bullying: Socially or physically excluding or disregarding a person in work-related activities. In some cases, failing to be cooperative and working well with co-workers may be viewed as bullying.
5. Cyber Bullying: Bullying that takes place using electronic technology, which includes devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat, and websites.— Examples of cyberbullying include transmitting or showing ~~mean-spirited~~meanspirited text messages, emails, embarrassing pictures, videos or graphics, rumors sent by email or posted on social networking sites, or creating fake profiles on websites for co-workers, managers or supervisors or elected officials.

This is not a complete list.

Employees who have experienced bullying in violation of this policy, who has witnessed an incident of bullying, or who have credible information about an incident, are expected and should bring the matter to the attention of their supervisor or a member of management as soon as possible. If conduct in violation of this policy is found to have occurred the City will take prompt, appropriate action, and any employee found to have violated this policy will be subject to disciplinary action, up to and including termination of employment.

E. Disability Accommodation Policy

The City is committed to complying fully with the Americans with Disabilities Act (ADA) and Oregon's disability accommodation and anti-discrimination laws. We are also committed to ensuring equal opportunity in employment for qualified persons with disabilities.

1. Accommodations

The City will make reasonable efforts to accommodate a qualified applicant or employee with a known disability, unless such accommodation creates an undue hardship on the operations of the City.

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2. Requesting an Accommodation

A reasonable accommodation is any change or adjustment to a job or work environment that does not cause an undue hardship on the department or unit (or, in some cases, the City) and that permits a qualified applicant or employee with a disability to participate in the job application process, to perform the essential functions of a job, or to enjoy benefits and privileges of employment equal to those enjoyed by employees without disabilities. For example, a reasonable accommodation may include providing or modifying equipment or devices, job restructuring, allowing part-time or modified work schedules within normal business hours, reassigning an individual, adjusting or modifying examinations or training materials provided by the City, providing readers and interpreters, or making the workplace readily accessible to and usable by people with disabilities.

Employees should request an accommodation as soon as it becomes apparent that a reasonable accommodation may be necessary to enable the employee to perform the essential duties of a position. All requests for accommodation should be made with the city administrator, and should specify which essential functions of the employee's job cannot be performed without a reasonable accommodation. In most cases, an employee will need to secure medical verification of his/her need for a reasonable

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accommodation. Both the City and employee must monitor the employee's accommodation situation and adjust as needed.

A. Pregnancy Accommodation Policy

Employees who are concerned that their pregnancy, childbirth, or a related medical condition (including lactation) will impact their ability to work should contact the city administrator to discuss their options for continuing to work and, if necessary, leave of absence options. The City will provide one or more reasonable accommodations pursuant to this policy for employees with known limitations unless such accommodations impose an undue hardship on the City's operations.

Although this policy refers to "employees," the City will apply this policy equally to an applicant with known limitations caused by pregnancy, childbirth, or a related medical condition.

1. Requesting a Pregnancy-Related Accommodation

Employees who are concerned that their pregnancy, childbirth, or a related medical condition will limit their ability to perform their duties should request an accommodation as soon as it becomes apparent that a reasonable accommodation may be necessary to enable the employee to work. All requests for accommodation should be made with the city administrator and should specify which essential functions of the employee's job cannot be performed without a reasonable accommodation. In most cases, information from the employee's doctor may be needed to assist the City and the employee find an effective accommodation, or to verify the employee's need for an accommodation. Both the City and employee must monitor the employee's accommodation situation and adjust as needed.

2. No Discrimination, No Retaliation

The City prohibits retaliation or discrimination against any employee who, under this policy: (1) asked for information about or requested accommodations; (2) used accommodations provided by the City; or (3) needed an accommodation.

Employees who ask about, request, or use accommodations under this policy and applicable Oregon law have the right to refuse an accommodation that is unnecessary for the employee to perform the essential functions of the job or when the employee doesn't have a known limitation. Under Oregon law, an employer can't require an employee to use sick leave if a reasonable accommodation can be made that doesn't impose an undue hardship on the operations of the City. Also, no employee will be

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denied employment opportunities if the denial is based on the need of the City to make reasonable accommodations under this policy.

3. Leave of Absence Options for Pregnant Employees

Employees who are pregnant or experiencing pregnancy-related medical conditions should also be aware of their leave of absence options under Oregon's sick leave law, See policies in Section III or speak with the city administrator.

A. Reporting Improper or Unlawful Conduct — No Retaliation

Employees may report reasonable concerns about the City's compliance with any law, regulation, or policy, using one of the methods identified in this policy. The City will not retaliate against employees who disclose information that the employee reasonably believes is evidence of:

- A violation of any federal, Oregon, or local law, rules, or regulations by the City;
- Mismanagement, gross waste of funds, abuse of authority;
- A substantial and specific danger to public health and safety resulting from actions of the City; or
- The fact that a recipient of government services is subject to a felony or misdemeanor arrest warrant.

Further, in accordance with Oregon law, the City will not prohibit an employee from discussing the activities of a public body or a person authorized to act on behalf of a public body with a member of the Legislative Assembly, legislative committee staff acting under the direction of a member of the Legislative Assembly, any member of the elected governing body of a political subdivision, or an elected auditor of a city, county, or metropolitan service district.

1. Employee Reporting Options

In addition to the City's Open-Door Policy (see Section V (D)), employees who wish to report improper or unlawful conduct should first talk to his/her supervisor. If you are not comfortable speaking with your supervisor, or you are not satisfied with your supervisor's response, you are encouraged to speak with the city administrator. Supervisors and managers are required to inform the city administrator about reports of improper or unlawful conduct they receive from employees.

Reports of unlawful or improper conduct will be kept confidential to the extent allowed by law and consistent with the need to conduct an impartial and efficient investigation. If the City were to prohibit, discipline, or threaten to discipline an employee for engaging in an activity described above, the employee may file a complaint with the Oregon Bureau of Labor and Industries or bring a civil action in court to secure all remedies provided for under Oregon law.

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2. Additional Protection for Reporting Employees

Oregon law provides that, in some circumstances, an employee who discloses a good faith and objectively reasonable belief of the City's violation of law will have an "affirmative defense" to any civil or criminal charges related to the disclosure. For this defense to apply, the employee's disclosure must relate to the conduct of his/her coworker or supervisor acting within the course and scope of his/her employment. The disclosure must have been made to: (1) a state or federal regulatory agency; (2) a law enforcement agency; (3) a manager with the City; or (4) an Oregon-licensed attorney who represents the employee making the report/disclosure. The defense also only applies in situations where the information disclosed was lawfully accessed by the reporting employee.

3. Policy Against Retaliation

The City will not retaliate against employees who make reports or disclosures of information of the type described above when the employee reasonably believes he/she is disclosing information about conduct that is improper or unlawful, and who lawfully accessed information related to the violation (including information that is exempt from disclosure as provided in Oregon law or by the City policy).

In addition, the City prohibits retaliation against an employee for participating in good faith in any investigation or proceeding resulting from a report made pursuant to this policy. Further, no City employee will be adversely affected because he/she refused to carry out a directive that constitutes fraud or is a violation of local, Oregon, federal, or other applicable laws and regulations. The City may take disciplinary action (up to and including termination of employment) against an employee who has engaged in retaliatory conduct in violation of this policy.

This policy is not intended to protect an employee from the consequences of his/her own misconduct or inadequate performance simply by reporting the misconduct or inadequate performance. Furthermore, an employee is not entitled to protections under this policy if the City determines that the report was known to be false, or information was disclosed with reckless disregard for its truth or falsity. If such a determination is made, an employee may be subject to discipline up to and including termination of employment.

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II. Employment Status

Employees are not guaranteed any length of employment upon hire or transfer/promotion; both you and the City may terminate the employment relationship at any time, for any lawful reason. Further, completion of the introductory period or continuation of employment after the introductory period does not entitle you to remain employed by the City for any definite period of time. Both you and the City are free to terminate the employment relationship, at any time, with or without notice and for any reason not prohibited by law.

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A. Employee Classification

The City classifies employees as follows:

1. ~~Regular Full-time~~: Employment in an established position requiring
 1. 40 hours or more of work per week. Generally, full-time employees are eligible to participate in the City's benefit programs.
 2. ~~Regular Part-time~~: Employment requiring less than 40 hours of work per week. Normally a part-time schedule, such as portions of days or weeks, will be established. Occasional workweeks of over 40 hours will not constitute a change in status from part-time to full-time. Regular, ~~part-time~~~~parttime~~ employees are not eligible for benefits except those mandated by applicable law.
 3. ~~Temporary~~: Employment in a job established for a specific purpose, for a specific period of time, or for the duration of a specific project or group of assignments. Temporary employment can either be full-time or part-time. Temporary employees are not eligible for benefits other than those mandated by applicable law.

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Additionally, all employees are defined by federal and Oregon law as either "exempt" or "nonexempt," which determines whether the employee is eligible for overtime. Employees will be instructed as to whether they are exempt or non-exempt at the time of hire or when a promotion or demotion occurs. All employees, regardless of employment classification, are subject to all City rules and procedures.

B. The Workweek

The workweek is a seven-day work period beginning Sunday at 12:00 a.m. through Saturday at 11:59 p.m. Business hours are from Monday through Friday, 8:00 a.m. through 5:00 p.m.

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through 5:00 p.m.

C. Meal Periods and Rest Breaks

Non-exempt employees are required to take a paid, uninterrupted 15-minute rest break for every four-hour segment or major portion thereof in the work period. The rest break should be taken in the middle of each segment, whenever possible. Whenever a segment exceeds two hours, the employee must take a rest break for that segment. Non-exempt employees are required to take at least a 30-minute unpaid meal period when the work period is six hours or greater. The law requires an uninterrupted period in which the employee is relieved of all duties. No meal period is required if the work period is less than six hours. If, because of the nature or circumstances of the work, an employee is required to remain on duty or to perform any tasks during the meal period, the employee must inform his/her supervisor before the end of the shift so that the City may pay the employee for that work.

Meal periods and rest breaks are mandatory and are not optional. An employee's meal period and rest break(s) may not be taken together as one break. Meal periods and rest breaks may not be "skipped" in order to start work late or leave early. An employee who fails to abide by this policy and applicable laws may be subjected to discipline, up to and including termination.

Sample rest and meal break schedules are listed below. Employees with questions about the rest or meal breaks available should contact the city administrator.

<u>Length of Work Period</u>	<u>Requirement</u>	
	<u>Rest Breaks</u>	<u>Meal Periods</u>
<u>Length of Work Period</u>	<u>Requirement</u>	<u>Requirement</u>
<u>Rest Breaks</u>	<u>Meal Periods</u>	
2 hours or less	0	0
2 hrs & 1 min – 5 hrs & 59 min	1	0
6 hrs	1	1
6 hrs & 1 min – 10 hrs	2	1
10 hrs & 1 min. – 13 hrs & 59 min	3	1

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D. Rest Breaks for Expression of Breast Milk

The City will provide reasonable rest periods to accommodate an employee who needs to express milk for her child eighteen (18) months of age or younger. If possible, the employee will take the rest periods to express milk at the same time as the rest breaks or meal periods that are otherwise provided to the employee. If not possible, or if the employee is exempt from overtime laws, the employee is entitled to take a reasonable period each time the employee has a need to express milk.

The City will treat the rest breaks used by the employee for expressing milk as paid rest breaks up to the amount of time the City is required to provide as paid rest breaks and/or meal periods under applicable personnel rules or collective bargaining agreements. Additional time needed beyond the paid rest breaks and/or meal periods may be taken as unpaid time.

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If an employee takes unpaid rest breaks, the City may, at the discretion of the employee's supervisor, allow the employee to work before or after her normal shift to make up the amount of time used during the unpaid rest periods. The City will allow, but not require, an employee to substitute paid leave time for unpaid rest periods taken in accordance with this policy.

The City will make a reasonable effort to provide the employee with a private location within close proximity to the employee's work area to express milk. For purposes of this policy, "close proximity" means within walking distance from the employee's work area that does not appreciably shorten the rest or meal period. A "private location" is a place, other than a public restroom or toilet stall, in close proximity to the employee's work area for the employee to express milk concealed from view and without intrusion by other employees or the public.

If a private location is not within close proximity to the employee's work area, the City will identify a private location the employee can travel to. The travel time to and from the private location will not be counted as a part of the employee's break period.

1. Notice

An employee who intends to express milk during work hours must give their supervisor or city administrator reasonable oral or written notice of her intention to do so in order to allow the City time to make any preparations necessary for compliance with this rule.

2. Storage

Employees are responsible for storing expressed milk. Employees may bring a cooler or other insulated food container to work for storing the expressed milk. If an office provides access to refrigeration for personal use, an employee who expresses milk during work hours may use the available refrigeration.

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E. Overtime

1. Time-and-a-Half

The City pays one and one-half times a non-exempt employee's hourly rate for all hours worked over 40 in any workweek. See "Employee Classification" above.

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2. Limitation on Overtime Pay

Paid hours not actually worked (for example, sick, vacation, holidays, and family leave) will not be counted toward the 40 hours worked per workweek required to receive overtime pay.

3. Assignment of Overtime Work

You may be required to work overtime. When overtime work is required by the City on a particular job on a shift commencing on a day other than Saturday, Sunday, or a holiday, the non-exempt employee performing that job at the conclusion of his/her straight-time hours will normally be expected to continue to perform the job on an overtime basis.

When overtime is required by the City on a Sunday or on a holiday, the City will endeavor to give the employees required to work notice of their assignment during their last shift worked prior to such Sunday or holiday.

4. Supervisor Authorization

No overtime may be worked by non-exempt employees unless specifically authorized by a supervisor or manager. Employees who work unauthorized overtime may be subject to discipline up to and including termination.

5. Compensatory (Comp) Time

Employees are encouraged to flex schedules with the approval of their supervisor to avoid accruing overtime. Overtime hours can be paid with the City Administrator's approval, or accumulated at time and one-half, up to a maximum of 80 hours, and taken as compensatory (comp) time off at the discretion of an employee's supervisor. If an employee separates from employment with the City of Aumsville, any remaining comp time will be paid to the employee. If employees meet their 80-hour maximum, no additional comp time will be approved without the consent of the City Administrator. Compensatory time accumulated shall not exceed 80 hours. Once this maximum

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_accumulation has been reached, all overtime compensation authorized by the department head and earned by the employee, shall be taken within 12 calendar months from the time it is earned.

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Overtime compensation will not be granted to the City Administrator or department heads as exempt employees. Exempt employees are encouraged to flex their schedules when feasible and should keep the administrator apprised of regular work schedules. Exempt employees who work more than four hours in any given day will be considered to have worked a full day, likewise city Administrator and exempt employees working any day less than four hours is considered a day off and the exempt employee must use the appropriate leave for the entire day. Flexing your schedule can only be done during the week incurred and cannot be combined with a parcel schedule to make up minimum hours worked.

Administrative leave may be accrued on an hour for hour basis for exempt employees. Administrative leave is not capped but has no monetary value on separation.

Compensation for the public works department staff, except department head, will be a minimum of one hour, at time and a half for call-outs after regular working hours, emergency service calls. (Employees must have left for the day and returned to work for the purpose of minimum call out compensation). Normally scheduled weekend or holiday work will be a minimum of two hours, at time and a half. Exempted from this provision are callbacks to take care of incidental administrative tasks or to take corrective measures, e.g., return keys, correct a report, return evidence, de minimis activities, etc.

Police department, except the exempt chief of police, who is required to report for work or a court appearance outside their regular shift will be paid time and a half. A minimum of two hours for a callback on a regular workday and three hours for a callback on a scheduled day off. Exempted from this provision are callbacks to take care of incidental administrative tasks or to take corrective measures, e.g., return keys, correct a report, return evidence, de minimis activities, etc.

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F. Timekeeping Requirements

All non-exempt employees must accurately record time worked on a timesheet for payroll purposes. Employees are required to record their own time at the beginning and end of each work period, including before and after the meal period. Employees also must record their time whenever they leave the building for any reason other than City business. Filling out another employee's timesheet, allowing another employee to fill out

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your timecard, or altering any timecard will be grounds for discipline up to and including termination. An employee who fails to record his/her time may be subjected to discipline as well.

Salaried exempt employees also may be required to record their time on either a timecard or timesheet. These employees will be instructed separately on this process.

To ensure accurate and timely accounting of hours worked, leave used, and overtime earned, timesheets must be submitted for department head approval by the fifth business day following the end of each payroll period. Failure to submit timesheets by or before the 7th and 22nd of each month may be subject to discipline, as well as delayed payment of any overtime earned.

G. Employee-Incurred Expenses and Reimbursements

The City of Aumsville will pay actual and reasonable business-related expenses you incur in the performance of your job responsibilities if they are: (1) listed below or elsewhere in this handbook; and (2) pre-approved by your supervisor before they are incurred. The City of Aumsville will not pay for, or reimburse, the costs incurred by a spouse, registered domestic partner, or travel companion who accompanies the employee on City-approved travel. Employees must provide a completed and signed expense report and evidence of proof of purchase (receipts) within one month of the expense being incurred, or the employee risks forfeiting their payment or reimbursement. Reimbursements are for actual expenses and not considered a ~~per diem~~ per diem.

Some examples of actual and reasonable business-related expenses that the City of Aumsville will reimburse/pay for are:

- a) Conferences or Workshops: must be authorized, and expenses must be within approved budget.
- b) Lodging shall be paid at the lowest available rate.
- c) The City of Aumsville will provide reimbursement on a per diem basis based on the current GSA Per Diem Rates for the primary destination.
 - a. Use the form at the following site to identify the appropriate rate(s):
<https://www.gsa.gov/travel/plan-book/per-diem-rates/>
- d) When meals are provided as part of training, no additional compensation will be provided.
- e) Mileage and Parking: Employees will be reimbursed for authorized use of their personal vehicles at a rate established by the Internal Revenue Service.

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Reasonable parking costs are also reimbursed upon submission of receipts on an expense report. Any traffic citations or court-ordered fees relating to driving or parking offenses (including parking tickets) are the responsibility of the employee and will not be reimbursed by the City of Aumsville. If a city vehicle is available and reasonable to use, employees are required to use the city vehicle. Employees using their personal vehicle must have that approved by their supervisor and must include this in their travel expense approval. This authorization is contingent on budget availability and approval of supervisor. Mileage reimbursement rate is established by the Internal Revenue Service.

e) Travel time to and from training venues is considered normal work hours. If overtime would be needed it must be included and approved at part of the training approval.

H. Uniforms

It is the intent of the City of Aumsville that uniforms provided to the Police and Public Works departments shall remain the property of the City. All uniforms shall be returned to the City upon employees' termination of employment. Additionally, the City intends that its citizens know that they are dealing with a representative of the City. It is important that uniforms are provided with the Aumsville logo, both for the police department and the public works department. Such uniforms should not be worn by employees outside the scope of their official duties and capacities. An employee who wears the uniform outside the scope of their employment is subject to disciplinary action pursuant to the Employee Handbook. It shall be mandatory for all uniformed employees who are within the scope of their employment and working for the City of Aumsville to have the proper uniform on at all times. Incidental use of the uniform, such as for a brief stop at the store on the way home from work, shall not be considered a violation of the rules set forth herein.

1. Police Uniforms

Upon employment, the city shall provide police department employees with the following police uniforms and uniform equipment, to include:

- a) Police Officers – Three long sleeve uniform shorts, three short sleeve uniform shirts, one polo shirt with the Aumsville Police Department (APD) logo, three pairs of uniform trousers, one winter coat with APD logo, shoulder patches as needed, one badge, one tie, one vest (magnum light – level 11), one set of rain gear with APD logo, one hat with APD logo, and one pair of uniform boots.

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b) Reserve Police Officers – Two short sleeve uniform shirts, one polo shirt with APD logo, two pairs of uniform trousers, one winter coat, shoulder patches as needed, one badge, one vest (at solo status – see cautionary explanation), one set of rain gear (at solo status), and one pair of uniform boots.

Note: When the reserve officer achieves solo status with the Aumsville Police Department, he/she will be furnished a protective vest. If the reserve officer terminates employment after issuance of the vest, the city will retain the vest; unless the reserve officer wishes to keep the vest, such reserve may do so by reimbursing the city for its current worth, as determined by the chief of police.

The city shall replace worn police uniforms at the sole discretion of the chief of police or designee, as allowed by budget constraints. Upon leaving the city's service, all uniforms in the possession of the employee shall be returned to the city, in a condition that meets the satisfaction of the chief of police.

2. Public Works Uniforms

Upon employment, the city shall provide each public works employee with a supply of work shirts and sweatshirts, with the City of Aumsville Public Works logo. The city shall replace worn work shirts and sweatshirts at the sole discretion of the public works director, if the budget should allow.

The City shall give each full-time public works employee a yearly \$350.00 uniform allowance for work pants, rain gear, shoes, etc. as needed for their employment, as budget allows.

III. Payroll Policies

You will be paid twice monthly – on the 15th, or the last weekday before the 15th, and last weekday of the month. For hourly (non-exempt) employees, "month" is defined as the 1st to the 31st, and timesheets are considered late after the 7th and the 22nd of each month. If these dates fall on a weekend, timesheets are due the previous working day. It's the employee's responsibility to return the appropriate timesheet to the payroll department complete and on time. The City of Aumsville does not provide advance payments of salary or loans from salary to be earned.

Net pay will be directly deposited into the employee's bank account, unless an employee requests otherwise. If an employee requests to pick up his/her check from the City of Aumsville, only the employee named on the paycheck will be allowed to do

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so unless the employee provides permission to the City of Aumsville to have someone else receive the check.

A. Statement Regarding Pay Practices

The City makes all efforts to comply with applicable Oregon and federal wage and hour laws. In the event you believe that the City has made any improper deductions, has failed to pay you for all hours worked or for overtime, has failed to pay you in accordance with the law, or has failed to properly calculate your wages in any way, you must immediately report the error to the city administrator. The City will investigate all reports of improper pay practices and will reimburse employees for any improper deductions or omissions. No employee will suffer retaliation or discrimination for reporting an error or complaint regarding the City's pay practices. See also "Statement Regarding Pay Equity" policy, above.

~~See also "Statement Regarding Pay Equity" policy, above.~~

B. Reporting Changes to an Employee's Personal Data

Because personnel records are used to administer pay and benefits, and other employment decisions, employees are responsible for keeping information current regarding changes in name, address, phone number, exemptions, dependents, beneficiary, etc. Keeping your personnel records current with regard to pay, deductions, benefits and other matters is important. If you have changes in any of the following items, please notify the city administrator to ensure that the proper updates are completed as quickly as possible:

- Name;
- Marital status/Domestic Partnership (for purposes of benefit eligibility determination only);
- Address or telephone number; _____
- Dependents;
- Person to be notified in case of emergency;

- Other information having a bearing on your employment; and

- Tax withholding.

Employees may not intentionally withhold information from the City about the items listed above in order to continue to receive benefits or anything of value for themselves or anyone else. Upon request, the City may require employees to provide proof of

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marital status/domestic partnership status. Employees who violate this policy may be subject to discipline, up to and including termination.

B. Performance Reviews

All City employees will receive periodic performance reviews. Performance reviews serve as one factor in decisions related to employment, such as training, merit pay increases, job assignments, employee development, promotions, retention, and discipline/termination. Any employee who fails to satisfactorily perform the duties of his/her position is subject to disciplinary action (including termination).

The City's goal is to provide an employee with his/her first formal performance evaluation within six months after hire or promotion. After the initial evaluation, the City will strive to provide a formal performance review on an annual basis.

Reviews will generally include the following:

- An evaluation of the employee's quality and quantity of work
- A review of exceptional employee accomplishments
- Establishment of goals for career development and job enrichment
- A review of areas needing improvement
- Setting of performance goals for the employee for the following year

Employees who disagree with a performance evaluation may submit a written response with reasons for disagreement. The employee's response shall be filed with the employee's performance evaluation in the employee's personnel file. Such response must be filed not later than 30 days following the date the performance evaluation was received.

Supervisors and managers are encouraged to provide employees with informal evaluations of their employees' work on an as-needed basis.

C. Time Off and Leaves of Absence

1. Attendance, Punctuality, and Reporting Absences

Employees are expected to report to work as scheduled, on time and prepared to start work. Employees are also expected to remain at work their entire work schedule, except for unpaid break periods or when required to leave on authorized City business, and perform the work assigned to or requested of them. Late arrivals, early departures, or other unauthorized absences from scheduled hours are disruptive and must be avoided.

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Unless specified otherwise in a policy below, employees who will be unexpectedly absent from work for any reason or who will not show up for work on time must inform their supervisor no later than 30 minutes before the start of the employee's shift/work day. Not reporting to work and not calling to report the absence is a no-call/no-show and is a serious matter. The first instance of a no call/no show will result in a final written warning. The second separate offense may result in termination of employment with no additional disciplinary steps. A no call/no show lasting three days may be considered job abandonment and may result in termination of employment. Repeated late arrivals, unauthorized changes in schedule that indicate a pattern regardless of notification is considered a violation of this section as well as conduct expected from employees. Attending work on time as scheduled is a basic requirement of your employment; violations of this policy may result in discipline, including and up to termination.

2. Vacation

It is the policy of the City to provide each full-time employee with vacation time on a periodic basis. The amount of vacation to which an employee becomes entitled is determined by the employee's length of service as of his/her employment anniversary date. For regular, full-time employees, vacation accrues as follows:

1. VACATION SCHEDULE

0 - 5 years of service; 8 hours per month; total 96 hours per year.

5 - 10 years of service; 10 hours per month; total 120 hours per year.

Any years of service after 10 years, shall gain one 8-hour day per year thereafter.

All employees shall be entitled to payment for unused accrued vacation leave upon separation from city service. Such payment shall be computed on a pro-rated basis at a rate of pay applicable at the time of separation.

The maximum accrued vacation days shall be ~~25~~37 days or ~~200~~300 hours; based on an 8-hour day. Employees who work shifts more than 8 hours per day accrue vacation at the same rate as those who work an 8-hour day. Those employees working less than a 40-hour week will have their vacation days pro-rated based on the percentage of ~~full-time~~fulltime hours. Employees may carry over hours at the end of the fiscal year, not to exceed the maximum accrual of ~~200~~300 hours.

Regular, part-time employees earn vacation on semi-monthly rate in the proportion to their normally scheduled number of hours.

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3. Sick Leave

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The City provides eligible employees with sick leave in accordance with Oregon's Paid Sick Leave Law. This policy will be updated as necessary to reflect changes in and to ensure compliance with Oregon law.

Employees with questions about this policy may contact the city administrator. Please also refer to the Oregon Sick Leave Law poster that is posted in the break room and is incorporated here by reference.

4. Eligibility and Accrual of Paid Sick Leave

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Under Oregon's Paid Sick Leave Law and this policy, "employee" includes part-time, ~~full-time~~fulltime, hourly, salaried, exempt and non-exempt employees.

Employees begin to accrue paid sick leave on the first day of employment but may not use paid sick leave until the 91st day of employment. After the 91st day of employment, paid sick leave may be used as it is accrued.

All Full-Time Employees shall earn sick leave with full pay at the rate of one regular 8-hour workday for each calendar month of service. Part-Time/Full-Time/Benefits Employees shall be earned based on a percentage of the regularly scheduled hours.

Employees may accrue and use a minimum of 40 hours of paid sick leave per calendar year. Paid sick leave will be capped at 720 hours of accrual. After that number is reached, sick leave will no longer accrue.

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5. Pay Rate and Carryover

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Paid sick leave will be paid at the employee's regular rate of pay. Exempt employees are presumed to work 40 hours in each workweek for purposes of their sick leave accrual unless their normal workweek is less than 40 hours, in which case sick leave is accrued based on the employee's normal workweek. Generally, sick leave pay will be included in the paycheck for the next payroll period after sick leave is used, provided the employee submits adequate documentation verifying that the absence was for a qualifying reason as defined in the "Use of Sick Leave" section below.

Sick leave is meant to be used or carried over; any unused sick leave will not be cashed out upon separation from employment. If an employee leaves employment and is rehired within 180 days, the employee's sick leave balance will be restored.

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Employees may carry over up to a maximum of 720 hours of accrued and unused sick leave for use in a subsequent calendar year. Sick leave accrual is capped at 720 hours.

6. Bonus days

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~~A sick leave accrual bonus shall be earned per the following schedule by all Full-Time Employees. Part-Time/Benefits Employees shall be based on a percentage of the regularly scheduled hours worked versus a full-time employee on the following schedule. Employees must have been employed for the full calendar year for the bonus to be applicable.~~

Sick Leave Accrual Bonus Schedule

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~~0 calendar year sick leave days (total of less than eight hours) used: 3 bonus time-off days
1-2 calendar year sick leave (eight hour) days used: 2 bonus time-off days
3-4 calendar year sick leave (eight hour) days used: 1 bonus time-off day
Scheduling of bonus day(s) off shall be by agreement between the employee and department head. Employees should try to provide department head with a two-week notice of time wanted off for bonus day(s). Accrued bonus day(s) shall be used by each December 1st. Bonus days have no monetary value.~~

7. Use of Sick Leave

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Employees may use up to the maximum amount of sick leave accrued in any calendar year of paid sick leave for any of the following reasons:

- For the diagnosis, care, or treatment of a mental or physical illness, injury, or health condition, or need for preventive medical care. This is available for the employee or his/her covered family member.
 - o "Family member" means the eligible employee's spouse, same-gender domestic partner (as described in ORS 106.300 to 106.340), biological child, adopted child, stepchild, foster child; same-gender domestic partner's child, parent, adoptive parent, stepparent, foster parent, parent-in-law; same-gender domestic partner's parent, grandparent, grandchild; and any individual with whom the employee has or had an in loco parentis relationship.
- For any purpose allowed under the Oregon Family Leave Act, including bereavement leave.

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• If the employee, or the employee's minor child or dependent, is a victim of domestic violence, harassment, sexual assault, or stalking as defined by Oregon law and requires leave for any of the purposes under Oregon's domestic violence leave law

• (ORS 659A.272).

• In the event of certain public health emergencies or other reasons specified under Oregon's sick leave law.

Employees absent from work for a qualifying reason must use accrued sick time hours for that reason and on each subsequent day of absence.

8. Employee Notice of Need for Sick Leave

Foreseeable Sick Leave. If the need for sick leave is foreseeable, an employee must notify the city administrator as soon as practicable before the leave is to begin.

Generally, an employee must provide at least 10 days' notice for foreseeable sick leave. The request shall include the anticipated duration of the sick leave, if possible. Employees must make a reasonable effort to schedule foreseeable sick time in a manner that minimally disrupts the operations of the City. Employees must notify the city administrator of any change in the expected duration of sick leave as soon as is practicable.

Unforeseeable Sick Leave: If the need for sick leave is unforeseeable, the employee must notify the city administrator as soon as practicable and comply generally with City's call-in procedures. See Section III.C.1.

An employee must contact his/her supervisor daily while on sick leave, unless an extended period of sick leave has been prearranged with the supervisor or when off work on protected leave. The employee shall inform his/her supervisor of any change in the duration of sick leave as soon as practicable.

If an employee fails to provide proper notice or make a reasonable effort to schedule leave in a manner that is only minimally disruptive to the organization and operations, the City may deny the use and legal protections of sick leave.

9. Sick Leave Documentation

If an employee takes more than three consecutive scheduled workdays as sick leave, the City may require reasonable documentation showing that the employee was absent for an approved reason. Reasonable documentation includes documentation signed by a

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healthcare provider, or documentation for victims of domestic violence, harassment, sexual assault, or stalking.

10. Donation of Sick Leave

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To be eligible to donate sick leave, you must have been an employee of the city for a minimum of 24 months and have at least a 160 sick leave hour balance remaining. Employees cannot donate more than 120 hours of sick leave in any calendar year, subject to approval by the city administrator. An employee may request and be eligible to receive donated sick leave for one of the eligible sick leave reasons in Section 6.

Employees must have exhausted his/her own accrued and unused sick leave, vacation leave, longevity leave, personal leave, bonus days, floating holiday and compensatory time balances to be eligible to receive donated leave. Employee may not request donated leave when they are eligible to receive or are receiving worker's compensation.

An eligible employee must submit a written request for donated leave to the city administrator. Donated leave will be approved solely at the discretion of the city administrator.

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- If an employee is unable to submit a written request, the city will accept a written request from a family member or other responsible party.
- A certification from an attending physician or practitioner must accompany the request, verifying that a qualifying medical need exists for either the employee or an immediate family member. The certification must state the estimated amount of time the employee will need away from work; it must also be consistent with the amount the employee is using and requesting. Medical certification obtained for other purposes such as OFLA may also be used for the purpose of verifying an employee's eligibility to receive donated leave.
- The request must include the specific amount of time requested based on the projected need and the signed approval of eligible donor(s).

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Donated hours transfer from the donor's accrued leave as needed by the recipient. If the total leave donated exceeds the total amount of leave needed, the unneeded leave remains in the donor's accrued leave balance. Donated leave may be taken on an intermittent basis for the same condition and only after an employee has met the initial eligibility criteria listed in this section.

Donated Sick Leave shall not affect sick leave accrual bonus earnings.

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11. Sick Leave Abuse

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If the City suspects sick leave abuse, including but not limited to repeated use of unscheduled sick leave or repeated use of sick leave adjacent to weekends, holidays, vacations and paydays, the City may require documentation from a healthcare provider. Employees found to have abused sick leave as described here may also be subject to discipline, up to and including termination.

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D. Holidays and Floating Holidays

City of Aumsville recognizes nine holidays each year. All full-time employees will receive their regular straight-time compensation for each holiday. Regular part-time employees receive pay for each designated holiday in the proportion that their normally scheduled number of hours equals 40 City of Aumsville hours per week. The holidays celebrated are:

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~~1.~~ 1. New Year's Day

~~2.~~ 2. Martin Luther King, Jr.'s Birthday

~~3.~~ 3. President's Day

~~4.~~ 4. Memorial Day

5. Juneteenth

6. Independence Day

~~5.~~ 5. Independence Day (July 4)
~~7.~~ 7. Labor Day

~~6.~~ 6. Labor Day
~~8.~~ 8. Veterans Day

~~7.~~ 7. Veterans Day (Nov. 11)
~~9.~~ 9. Thanksgiving Day

~~8.~~ 10. Christmas Day
~~9.~~ 9. Christmas Day

A holiday that falls on a weekend will be observed on either the preceding Friday or the following Monday to coincide with local custom.

If an employee is on vacation when a holiday is observed, the employee will be paid for the holiday and will be granted an alternate day of vacation later.

If an employee's workday is greater than a regular 8-hour workday, the 8-hour holiday compensation still applies. One and one-half times the hourly pay rate or compensatory time off, in addition to an 8-hour holiday, shall be granted for hours worked on a regularly scheduled holiday.

1. Floating Holidays

Employees may select two additional days off with pay (known as "floating holidays") awarded during the first payroll period in January. Floating holidays may only be used in full-day increments; partial days are not allowed. Employees must coordinate requests for floating holidays with their immediate supervisor.

2. Personal Leave

Full-Time and Part-Time/Benefits Employees shall be given ~~one~~two personal leave day each year awarded during first payroll period in January.

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3. Longevity Leave

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To inspire and reward longevity in city service, the following schedule of Longevity Leave shall be earned by all Full-Time and Part-Time/Benefits Employees.

4. Longevity Leave Schedule

- 5 years of service; 1 day (8 hours) per year
- 10 years of service; 2 days (16 hours) per year
- 15 years of service; 3 days (24 hours) per year
- 20 or more years of service; 5 days (40 hours) per year

Full-Time Employees shall receive a regular 8-hour day; Part-Time/Benefits Employees regular workday shall be based on a percentage of the regularly scheduled hours worked versus a full-time employee.

Accrued annual floating holidays, personal and longevity day(s) shall be used by the last day of the calendar year in which they are awarded. There shall be no compensation payment for Floating Holidays, Personal and Longevity leave upon separation; New employee: Floating holidays and personal leave benefits do not begin until January of the year after your employment date.

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E. Statement of No FMLA/OFLA Coverage

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City employees are not eligible for leaves of absence under the Oregon Family Leave Act (OFLA) or the federal Family Medical Leave Act (FMLA) due to the entity's small size.

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One exception is that the City will honor requests from eligible employees to take a leave of absence under the Oregon Military Family Leave Act. Thus, during a period of military conflict, as defined by law, eligible employees with a spouse or registered same-sex domestic partner who is a member of the Armed Forces, National Guard, or military reserve forces ("Military Spouse"), and who has been notified of an impending call or order to active duty (or who has been deployed) is entitled to a total of 14 days of unpaid leave per deployment after the Military Spouse has been notified of an impending call or order to active duty and before deployment and when the Military Spouse is on leave from deployment. To be an eligible employee and entitled to this leave, the employee must have worked an average of 20 hours per week prior to beginning the requested leave.

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F. Bereavement Leave

Up to 40 hours of bereavement leave will be granted to employees who have worked for the City for 90 or more days. This leave is provided to employees who have experienced the death of a family member and is paid; however, employees may use accrued sick leave during the bereavement leave period if more time is needed. "Family Member" is defined to include the employee's spouse, same-sex domestic partner (registered), child, parent, parent-in-law, grandparent, or grandchild, or the same relations of an employee's same-sex domestic partner (registered) or spouse. Requests for bereavement leave must be made to the employee's immediate supervisor before the leave is to begin. This leave will be administered in accordance with Oregon's sick leave law. If additional off time is needed, employees may use sick, vacation, or other forms of accrued leave. Please see the city administrator for more information.

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G. Jury and Witness Duty

1. Jury Duty

The City of Aumsville will grant employees time off for mandatory jury duty and/or jury duty orientation. A copy of the court notice must be submitted to the employee's immediate supervisor to verify the need for such leave. The city will pay the employees regular salary or scheduled pay for the time the employee is on jury duty up to one work week. Employees must turn over jury duty pay in order to qualify for City compensation. If the Jury duty requires attendance for more than one week the employee may use any accrued vacation, personal, comp, and longevity leave during the extent of jury service.

The employee is expected to report for work when doing so does not conflict with court obligations. It is the employee's responsibility to keep his or her immediate supervisor informed about the amount of time required for jury duty. If the jury duty is less than one full workday the employee is expected to report to work for the remainder of that time.

2. Witness Duty

Time spent serving as a witness in a work-related legal proceeding will be treated as time worked for pay purposes, provided the time served occurs during regularly scheduled hours, the employee is subpoenaed to testify, and the employee submits witness fees to the city administrator upon receipt.

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Except for employee absences covered under the City's "Crime Victim Leave Policy" or "Domestic Violence Leave and Accommodation Policy," employees who are subpoenaed to testify in non-work-related legal proceedings must use any available vacation time, personal, longevity, and comp leave to cover their absence from work. If the employee does not have any available vacation time, the employee's absences may be unexcused and may subject the employee to discipline, up to and including termination. Employees must present a copy of the subpoena served on them to their supervisor for scheduling and verification purposes no later than 24 hours after being served.

H. Religious Observances Leave and Accommodation Policy

The City respects the religious beliefs and practices of all employees. The City will make, upon request, an accommodation for such observances when a reasonable accommodation is available that does not create an undue hardship on the City's business. Employees may use vacation or unpaid time for religious holy days or to participate in a religious observance or practice; if accrued leave is not available, then an employee may request to take unpaid leave. Requests for religious leave or accommodation should be made with the city administrator.

I. Crime Victim Leave Policy

Any employee who has worked an average of at least 25 hours per week for 180 days is eligible for reasonable, unpaid leave to attend criminal proceedings if the employee or his/her immediate family member (defined below) has suffered financial, social, psychological, or physical harm as a result of being a victim of certain felonies, such as kidnapping, rape, arson, and assault.

"Immediate family member" includes a spouse, registered same-sex domestic partner, father, mother, sibling, child, stepchild, or grandparent.

Employees who are eligible for crime victim leave must:

- Use any accrued, but unused vacation/sick leave during the leave period;
- Provide as much advance notice as is practicable of his/her intention to take leave (unless giving advance notice is not feasible); and
- Submit a request for the leave in writing to the city administrator as far in advance as possible, indicating the amount of time needed, when the time will be needed, and the reason for the leave.

In all circumstances, the City may require certification of the need for leave, such as copies of any notices of scheduled criminal proceedings that the employee receives from a law enforcement agency or district attorney's office, police report, a protective order issued by a court, or similarly reliable sources.

J. Domestic Violence Leave and Accommodation Policy

All employees are eligible for reasonable unpaid leave to address domestic violence, harassment, sexual assault, or stalking of the employee or his/her minor dependents. Reasons for taking leave include the employee's (or the employee's dependent's) need to: seek legal or law enforcement assistance or remedies; secure medical treatment for

_or time off to recover from injuries; seek counseling from a licensed mental health professional; obtain services from a victim services provider; or relocate or secure an existing home.

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Leave is generally unpaid, but the employee may use any accrued vacation or sick leave while on this type of leave.

When seeking this type of leave, the employee should provide as much advance notice as is practicable of his/her intention to take leave, unless giving advance notice is not feasible.

Notice of need to take leave should be provided by submitting a request for leave in writing to the city administrator, as far in advance as possible, indicating the time needed, when the time will be needed, and the reason for the leave. The City will then generally require certification of the need for the leave, such as a police report, protective order, or other evidence of a court proceeding, or documentation from a law enforcement officer, attorney, healthcare professional, member of the clergy, or victim services provider.

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If more leave than originally authorized needs to be taken, the employee should give the City notice as soon as is practicable prior to the end of the authorized leave. When taking leave in an unanticipated or emergency situation, the employee must give verbal or written notice as soon as is practicable. When leave is unanticipated, this notice may be given by any person on the employee's behalf.

Finally, employees who are victims of domestic violence, harassment, sexual assault, or stalking may be entitled to a "reasonable safety accommodation" that will allow the employee to more safely continue to work, unless such an accommodation would impose an "undue hardship" on the City. Please contact the city administrator immediately with requests for reasonable safety accommodations.

K. Military Leave

Employees who wish to serve in the military and take military leave should contact the city administrator for information about their rights before and after such leave. You are entitled to reinstatement upon completion of military service, provided you return or apply for reinstatement within the time allowed by law.

Further, eligible employees called for initial active duty for training and for all periods of annual active duty for training as a member of the National Guard, National Guard

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Reserve, or of any reserve component of the Armed Forces of the United States or of the United States Public Health Service, may be entitled to leave with pay for all regular workdays that fall within a period not to exceed 15 calendar days in any ~~federal training~~ year. Weekend drill obligations are not considered "federal active duty" for training under this policy; other requirements apply. Please contact the city administrator for more information and to make arrangements for this paid leave.

L. Personal Leave

An employee, who has completed at least one year of service with the City, may request an unpaid personal leave of absence. Duration and approval are at the discretion of the City Administrator. A personal leave must be requested in writing at least one month in advance, unless necessitated by an emergency, in which case oral notification should be followed by written application for the leave. Personal leave may be granted at the City Administrator's discretion provided the leave does not seriously disrupt the City's operations. All unused, accrued vacation and personal days must be used before an unpaid personal leave will be granted. Vacation and sick leave will not be accrued during the period of unpaid personal leave.

IV. Employee Benefits

A. General Benefits

Employees who meet the definition of "benefit eligible" under both City policy and that of its health insurance provider are entitled to the benefit options offered by the City. All employees shall be covered for industrial accidents and disease.

1. Full-Time Employees and Part-Time/Benefits Employees shall have mandatory life, accidental death and dismemberment, salary continuation insurance, and shall be entitled to group medical, dental, vision, dependent life, and supplemental employee/spousal life insurance coverage.
2. After six months' regular employment, Full-Time Employees, Part-Time/Benefits Employees, and any other employee who works an average of 50 hours per month or 600 hours per year (Qualified Employee) are required to participate in the Public Employees Retirement Systems (PERS).
3. Accrued annual floating holidays, personal, bonus, and longevity day(s) shall be used by each December 31st. There shall be no compensation payment for Floating Holidays, Personal, Bonus, and Longevity leave; any unused leave is lost at termination.

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4. All Full-Time Employees shall earn sick leave with full pay at the rate of one regular 8-hour workday for each calendar month of service. Part-Time/Benefits Employees shall be earned based on a percentage of the regularly scheduled hours versus a full-time employee for each calendar month of service.
5. Vacation shall be earned according to the previously outlined schedule by all Full-Time Fulltime Employees. Part-Time/Benefits Employees vacation shall be earned based on a percentage of the regularly scheduled hours worked.
6. Full-Time and Part-Time/Benefit employees are entitled to paid holidays. (See Holiday schedule)
7. Full-time and Part-time employees are entitled to up to \$3,500.00 in legal counsel per incident if coverage is not provided through the city's insurance policy. The coverage is only provided for on the job incidents as a result of an action while on duty. The allowance does not apply to automobile accidents.

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Employees who meet the definition of "benefit eligible" under both the City of Aumsville policy and that of its health insurance provider are entitled to the benefit options offered by the City of Aumsville. As other employee benefits are offered by the City of Aumsville, employees will be advised and provided with copies of relevant plan documents. Copies are available from the City Administrator.

B. Employee Assistance Program (EAP)

This free, confidential service is provided by Cascade Centers and is available to all employees and dependents covered on a CIS Regence or Kaiser medical plan. The EAP can be used to assist employees and eligible family members with any personal problems, large or small. Each covered employee and eligible family members can receive up to five (5) personal counseling sessions per situation per year. Sessions can be face to face, over the phone, or online for concerns such as marital conflict, conflict at work, depressions, stress management, family relationships, anxiety, alcohol or drug abuse, grieving a loss, and career development services.

Cascade Centers also provides educational tools as resources relating to eldercare, childcare, legal consultation, financial coaching, identity theft, home ownership, and gym membership discounts.

More information regarding this service can be obtained by contacting the city administrator, or you can contact Cascade Centers directly at 1-800-433-2320, or at www.cascadecenters.com.

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C. Workers' Compensation and Safety on the Job

You are protected by workers' compensation insurance under Oregon law. This insurance covers you in case of occupational injury or illness by providing, among other things, medical care and compensation and temporary or other disability benefits.

~~Employees are expected to work safely and in a safe environment.~~

Employees are expected to work safely and in a safe environment.

1. Steps to Take if You are Injured on the Job

If you are injured on the job, the City wants to know about it and expects to learn about it no later than 24 hours after your injury (report all work-related injuries to your supervisor).

If you seek treatment for your work-related injury and want to apply for workers' compensation benefits, you must do all of the following:

- a) For medical emergencies, call 911 immediately. For non-emergency incidents, Contact CIS Rapid Care at 855-959-2741. A nurse will assist you in choosing treatment options and facilities, as well as initiate the claim reporting steps for processing.
- b) Report any work-related injury to your supervisor. You must report the injury no later than 24 hours after injury. Seek medical treatment and follow-up care if required.

Failure to timely follow these steps may negatively affect your ability to receive benefits.

2. Return to Work

If you require workers' compensation leave, City will strive to reemploy you in the most suitable vacant position available at the conclusion of that leave. However, you must first submit documentation from a healthcare provider who is familiar with your condition certifying your ability to return to work and perform the essential functions of the position.

When returning from a workers' compensation leave you have no greater right to reinstatement than if you had been continuously employed rather than on leave. For example, if you would have been laid off had you not been on leave, or if your position is eliminated, and no equivalent or comparable positions are available, then you may not be entitled to reinstatement. These are only examples and all

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reinstatement/reemployment decisions are subject to the terms of any applicable collective bargaining agreement. The City does not discriminate against employees who suffer a workplace injury or illness.

3. Early Return-to-Work Program

Our Return-to-Work program provides guidelines for returning you to work at the earliest possible time after you have suffered an on-the-job injury or illness that results in time loss. This program is not intended as a substitute for reasonable accommodation when an injured employee also qualifies as an individual with a disability. The Return-to-Work Program is intended to be transitional work, to enable you to return to your regular job in a reasonable period of time.

The Return-to-Work program for job-related injuries consists of a team effort by the City, injured employees and their treating physicians, and our workers' compensation insurance carrier claims staff. The goal is to return our employees to full employment at the earliest possible date that is consistent with their medical condition and the advice of the treating physician.

If your doctor determines that you are able to perform modified work, the City will attempt to provide you with a temporary job assignment for a reasonable period of time until you can resume your regular duties (except where provided as an accommodation for a disability). If, due to a work-related injury, you are offered a modified position that has been medically approved, failure to phone in or report at the designated time and place may affect your compensation and employment with the City. While you are on modified or transitional work, you are still subject to all other City rules and procedures.

4. Overlap with Other Laws

The City will account for other leave and disability laws that might also apply to your situation, such as the Americans with Disabilities Act (ADA) and FMLA or OFLA. If, after returning from a workers' compensation leave, it is determined that you are unable to perform the essential functions of your position because of a qualifying disability, you may be entitled to a reasonable accommodation, as governed by the ADA and/or applicable Oregon laws covering disabilities in the workplace.

D. PERS (Public Employees' Retirement System) Benefits

The City participates in the Public Employees Retirement System (PERS); therefore, your designation as a Tier I, Tier II, or Oregon Public Service Retirement Plan (OPSRP)

member will depend on your prior PERS service and PERS rules. An employee's designation and eligibility for participation in PERS or the OPSRP are determined by law. For more information about these plans, please contact PERS at 1-888-320-7377 or visit their website at www.oregon.gov/PERS. For information about the City's contributions to employee PERS or OPSRP plans, please see the city administrator.

The City will consider allowing PERS-eligible employees to retire from his/her employment with the City and then rehiring them, as permitted under Oregon law. The City will consider, among other factors, the uniqueness of the employee's skills or experience, the needs of the City, and the ability of existing employees to perform the work of the retiring employee. Please see the city administrator for more information.

V. Miscellaneous Policies

A. Alcohol/Drug Use, Abuse, and Testing

The City works to maintain a safe and efficient work environment. Employees who misuse controlled substances, prescription or illegal drugs, or alcoholic beverages pose a risk both to themselves and to everyone who comes into contact with or depends upon them and risks damage to the City's reputation.

The City expects employees to report to work in a condition that is conducive to performing their duties in a safe, effective and efficient manner. An employee's off-~~the-job~~thejob as well as on-the-job involvement with drugs and alcohol can have a significant impact on the workplace and can present a substantial risk to the employee who is using alcohol and drugs, to coworkers, and to others.

This policy applies to all employees (except where noted in this policy or where it is inconsistent with applicable law and/or collective bargaining agreement principles). This policy revises and supersedes all previous drug and alcohol testing policies and practices.

1. Prohibited Conduct

- Possession, transfer, use or being under the influence of any alcohol while on City property, on City time, while driving City vehicles (or personal vehicles while on City business), or in other circumstances which adversely affect City operations or safety of City employees or others.
- Law enforcement employees may possess or transfer alcohol during the performance of their law enforcement duties, e.g., collecting evidence.

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- The conduct prohibited by this rule includes consumption of any intoxicating liquor within four hours of reporting to work or during rest breaks or meal periods. If use of alcoholic liquor or an alcohol “hangover” adversely affects an employee’s physical or mental faculties while at work to any perceptible degree, or the employee’s blood alcohol content exceeds .02 percent, the employee will be deemed “under the influence” for purposes of this rule.
- Possession, distribution, dispensing, sale, attempted sale, use, manufacture, or being under the influence of any narcotic, hallucinogen, stimulant, sedative, drug, or other controlled substance while on City property, on City time, while driving City vehicles (or personal vehicles while on City business), or in other circumstances which adversely affect City operations or safety of City employees. Employees may not have any detectable amount of narcotic, hallucinogen, stimulant, sedative, drug, or other controlled substance in system while on City property or on City time.
 - Law enforcement employees may possess narcotics, drugs, or other controlled substances while engaging in law enforcement duties, e.g., collecting or transporting evidence.
 - The conduct prohibited by this rule includes consumption of any such substance prior to reporting to work or during rest breaks or meal periods. If use of such substances or withdrawal symptoms adversely affects an employee’s physical or mental faculties while at work to any perceptible degree, or the employee tests “positive” for any such substances by screening and confirmation tests, the employee will be deemed “under the influence” for purposes of this rule.
 - As used in this policy, “controlled substance” includes, but is not limited to, any controlled substance listed in Schedules I through V of the Federal Controlled Substance Act, including marijuana that is otherwise lawful to use under Oregon, Washington or any other state’s law.
- Bringing to City property, or possessing, items or objects on City property that contain any “controlled substance,” including, for example, “pot brownies” and candy containing marijuana. This prohibition does not apply to law enforcement employees who bring or possess such items in connection with law-enforcement work. No employee, regardless of position held, may knowingly serve items containing marijuana or any other “controlled substance” to coworkers, members of the public, or elected officials while on work time or on/in City property.
- Bringing marijuana-related equipment or any devices marketed for use or designed specifically for use in ingesting, inhaling, or otherwise introducing marijuana (among other drugs), such as pipes, bongs, “vape” pens, smoking masks, roach clips, and or other drug paraphernalia. This prohibition does not apply to employees who possess such items in connection with law enforcement work.
- Bringing equipment, products, or materials that are marketed for use or designed for use in planting, propagating, cultivating, growing, or manufacturing marijuana,

including live or dried marijuana plants to City property. This prohibition does not apply to employees who possess such items in connection with law enforcement work.

2. Prescription Drugs and Medical Marijuana

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With the exception of medical marijuana, nothing in this rule is intended to prohibit the use of a drug taken under supervision by a licensed health care professional, where its use does not present a safety hazard or otherwise adversely impact an employee's performance or City operations.

Employees must inform their supervisor about their use of any prescription or over-the-counter drugs that could affect their ability to safely perform the duties of their position. If an employee's use of such prescription drugs could adversely affect City operations or safety of City employees or other persons, City may reassign the employee using the prescription drugs to other work or take other appropriate action to accommodate the physical or mental effects of the medication. Failure to report use of prescription drugs covered by this rule will subject an employee to disciplinary action, up to and including termination. (Although an employee is not required to provide the City with the name(s) of the prescription medication(s) taken, medical verification of the prescription may be required).

The use of marijuana, which is a Schedule 1 controlled substance under federal law, is expressly prohibited under this policy, even if its medical use is authorized under state law. Employees who use medical marijuana in connection with a disability should discuss with their supervisor other means of accommodating the disability in the workplace, as the City will not agree to allow an employee to use medical marijuana as an accommodation. (See "Disability Accommodation Policy," above.)

3. Reasonable Cause Testing

If there is reasonable cause to suspect that an employee is under the influence of controlled substances or alcohol during work hours or has used drugs or alcohol in violation of this policy, the City may require the employee to undergo testing for controlled substances or alcohol.

As used in this policy, unless the context indicates otherwise:

- The terms "test" and "testing" shall be construed to mean job impairment field tests, laboratory tests, breathalyzer tests, and other tests of saliva, blood, and urine. No

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testing shall be performed under this rule without the approval of the city administrator or his/her designee.

•• "Reasonable cause" as used in this policy means an articulable belief based on specific facts and reasonable inferences drawn from those facts that an employee is more likely than not under the influence of controlled substances or alcohol or has used drugs or alcohol in violation of this policy. Circumstances which can constitute a basis for determining "reasonable cause" may include, but are not limited to:

- ⊖ a pattern of abnormal or erratic behavior;
- ⊖ o information provided by a reliable and credible source;
 - o direct observation of drug or alcohol use;
 - presence of the physical symptoms of drug or alcohol use (i.e., glassy or bloodshot eyes, alcohol odor on breath, slurred speech, poor coordination and/or reflexes);
- ⊖ unexplained significant deterioration in individual job performance;
 - o unexplained or suspicious absenteeism or tardiness;

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- o employee admissions regarding drug or alcohol use; and
- o unexplained absences from normal work areas where there is reason to suspect drug or alcohol related activity.

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Supervisors should detail in writing the specific facts, symptoms, or observations that form the basis for their determination that reasonable cause exists to warrant alcohol or controlled substance testing of an employee or a search. This documentation shall be forwarded to the city administrator. Whenever possible, supervisors should locate a second employee or witness to corroborate their "reasonable cause" findings.

An employee whose initial laboratory screening test for controlled substances yields a positive result shall be given a second test. The second test shall use a portion of the same test sample withdrawn from the employee for use in the initial screening test. If the second test confirms the initial positive test result, the employee shall be notified of the results in writing by the city administrator. The letter of notification shall state the particular substance identified by the laboratory tests. The employee may request a third test of the sample within 24 hours of receiving the letter of notification, but such testing will be paid for by the employee.

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4. Post-Accident Testing

Employees are subject to testing when they: (a) cause or contribute to accidents that seriously damage a City vehicle, machinery, equipment or property; (b) result in an injury to themselves or another employee requiring offsite medical attention; or (c) when City has reasonable cause to believe that the accident or injury may have been caused by drug or alcohol use.

5. Search of Property

When reasonable cause exists to believe an employee possesses alcohol or a controlled substance on City property, or has otherwise violated provisions of this rule regarding possession, sale or use of controlled substances or alcohol, the City may search the employee's possessions located on City property, including but not limited to, clothes, locker, lunchbox, toolbox, and desk. Employees should have no expectation of privacy in any items they bring on to City property, or in property, equipment, or supplies provided by the City to employee.

6. Employee Refusal to Test/Search

An employee who refuses to consent to a test or a search when there is reasonable cause to suspect that the employee has violated this policy is subject to disciplinary

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action up to and including termination. The reasons for the refusal shall be considered in determining the appropriate disciplinary action.

An employee who refuses to cooperate with any tests required by this policy is also subject to discipline, up to and including termination. This includes, but is not limited to, tampering with, or attempting to tamper with, a specimen sample, using chemicals or other ingredients to mask or otherwise cover up the presence of metabolites, drugs, or alcohol in a specimen, or providing a blood or urine specimen that was produced by anyone or anything other than the employee being tested.

7. Crimes Involving Drugs and/or Alcohol

Employees shall report:

- Any criminal arrest or conviction for drug- or alcohol-related activity within five days of the arrest or conviction;
- Entry into a drug court or diversion program; or
- Loss or limitation of driving privileges when the employee's job is identified as requiring a valid driver's license (regular or CDL).

Failure to report as required will result in disciplinary action up to and including termination.

8. Drug and Alcohol Treatment

The City recognizes that alcohol and drug use may be a sign of chemical dependency and that employees with alcohol and drug problems can be successfully treated. City is willing to help such employees obtain appropriate treatment.

An employee who believes that he/she has a problem involving the use of alcohol or drugs should ask a supervisor or city administrator for assistance.

City will work with an employee to identify all benefits and benefit programs that may be available to help deal with the problem. Attendance at any rehabilitation or treatment program will be a shared financial responsibility of the employee and City to the extent its existing benefits package covers some or all of the program costs.

Although City recognizes that alcohol and drug abuse can be successfully treated and is willing to work with employees who may suffer from such problems, it is the employee's responsibility to seek assistance before drug or alcohol problems lead to disciplinary action. Once a violation of City policy is discovered, the employee's willingness to seek

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City or outside assistance will not "excuse" the violation and generally will have no bearing on the determination of appropriate disciplinary action.

9. Discipline and Consequences of Prohibited Conduct

An employee who tests positive for drugs or alcohol in accordance with this policy will be subject to either termination or a last-chance agreement.

A last-chance agreement is an agreement whereby an employee who would otherwise be terminated is provided an opportunity to address his/her substance abuse issue and/or performance or safety issues. The last-chance agreement will inform the employee of the problems noted with his/her performance and to specify the performance required for the employee to achieve in order to continue to be employed by the City. Violation of the provisions of a last-chance agreement shall result in immediate termination of the employee, notwithstanding the provisions of any other personnel rule.

10. Confidentiality

All information from an employee's drug and alcohol evaluation is confidential and only those with a need to know are to be informed of test results. Disclosure of such information to any other person, agency, or the City is prohibited unless written authorization is obtained from the employee.

B. Cellular Devices Policy

This policy applies to employee use of cell phones, smart phones (including iPhones, "smartphones" and similar devices), tablets and similar devices, all of which are referred to as "cellular devices" in the Cellular Devices Policy.

1. Cell Phones and Cellular Devices in General

Employees are allowed to bring personal cell phones and cellular devices to work with them. During working hours, however, employees should refrain from using them except in an emergency or during a meal period or rest break.

Employees who use personal or City-provided cell phones/cellular devices may not violate the City's policies against harassment and discrimination. Thus, employees who use a personal or City-provided cell phone/cellular device to send a text or instant message to another employee (or to a citizen or someone not employed by the City) that is harassing or otherwise in violation of the City's no-harassment and ~~no-~~

~~discrimination~~nondiscrimination policies will be subject to discipline up to and including termination.

Nonexempt employees may not use their personal or City-provided cell phone/cellular device for work purposes outside of their normal work schedule without written authorization in advance from the city administrator. This includes, but is not limited to, reviewing, sending, and responding to emails or text messages, and responding to calls or making calls. Employees who violate this policy may be subject to discipline, up to and including termination.

2. Employee Use of City-Provided Cell Phones/Cellular Devices

Cell phones/cellular devices are made available to City employees on a limited basis to conduct the City's business. Determinations as to which employees receive ~~City-~~City-provided cell phones will be made on a case-by-case basis; employees are not guaranteed a cell phone or cellular device. In some cases, the City may provide a monthly cellular telephone allowance to employees who regularly make calls on behalf of the City away from the office (see the city administrator for more information).

Employees who receive a cell phone or cellular device from the City must agree to not use the cell phone/cellular device for personal use except in emergency situations and must abide by all aspects of the Cellular Device Policy. Further, employees who receive a cell phone or cellular device from the City must acknowledge and understand that because the cell phone/cellular device is paid for and provided by City, or subsidized by City, any communications (including text messages) received by or sent from the cell phone/cellular device may be subject to inspection and review if City has reasonable grounds to believe that the employee's use of the cell phone violates any aspect of the Cellular Device Policy or any other City policy. An employee who refuses to provide the City access to his/her personal cell phone/cellular device in connection with an investigation and after reasonable notice may be subject to discipline, up to and including termination.

Employees may not use City-provided cell phones or cellular devices to call 1-900, ~~+~~9761-976 or similar "pay per minute" services. Further, family and friends may not use an employee's City-provided cell phone/cellular device.

3. Employee Use of Cell Phones/Cellular Devices with Cameras

Cameras of any type, including cell phones or cellular devices with built-in cameras and video photography options, may not be used during working hours, or at any ~~City-~~City-sponsored function unless authorized to do so by the city administrator.

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4. Cell Phones/Cellular Devices and Public Records

City-related business conducted on City-provided or personal cell phones/cellular devices may be subject to disclosure and production under Oregon's Public Records laws or in connection with litigation filed against the City.

5. Cell Phone/Cellular Device Use While Driving

The use of a cell phone or cellular device while driving may present a hazard to the driver, other employees, and the general public. Subject to a few narrow exceptions for emergency or public safety purposes, Oregon law also prohibits the use of handheld cell phones while driving, even if the driving is for work-related reasons. This policy is meant to ensure the safe operation of City vehicles and the operation of private vehicles while an employee is on work time. It applies equally to the usage of employee-owned cell phones and phones provided or subsidized by the City.

Employees are prohibited from using handheld cell phones for any purpose while driving on City-authorized or City-related business. This policy also prohibits employees from using a cell phone or other cellular device to send or receive text or "instant" messages while driving on City business (other than those employees engaged in law enforcement work). Should an employee need to make a business call while driving, the employee must locate a lawfully designated area to park and make the call, unless the employee uses a hands-free cell phone or cellular device for the call. In either situation, such calls should be kept short and should the circumstances warrant (for example, heavy traffic, bad weather), the employee should locate a lawfully designated area to park to continue or make the call, even if the employee is using a hands-free device. Violation of this policy will subject the employee to discipline, up to and including termination.

C. Use of City Email and Electronic Equipment, Facilities, and Services

City uses multiple types of electronic equipment, facilities, and services for producing documents, research, and communication including, but not limited to, computers, software, email, copiers, telephones, voicemail, fax machines, online services, cell phones (including text messaging), the Internet and any new technologies used in the future. This policy governs the use of such City property.

1. Ownership

All information and communications in any format, stored by any means on or received via the City's electronic equipment, facilities, or services is the sole property of the City.

2. Use

All of the City's electronic equipment, facilities, and services are provided and intended for City business purposes only and not for personal matters, communications, or entertainment. Access to the Internet, websites, and other electronic services paid for by the City are to be used for City business. The City recognizes the value in maintaining consistency in the working environment and does allow use of such devices for incidental use if limit and does not create a pattern of personal use. Examples are checking emails during break hours and individual copies of personal documents are allowed. This means, for example, that employees may not use the City-provided Internet, or City electronic equipment, facilities, and services to:

- Display or store any sexually explicit images or documents, or any images or documents that would violate the City's no-harassment, no-discrimination, or bullying policies;
- Play games (including social media games) or to use apps of any kind;
- Engage in any activity that violates the rights of any person or the City, and that is protected by copyright, trade secrets, patent, or other intellectual property (or similar laws or regulations);
- Engage in any activity that violates the rights to privacy of protected healthcare information or other City-specific confidential information;
- Engage in any activity that would introduce malicious software purposefully into a workstation or network (e.g., viruses, worms, Trojan horses).
- Download or view streaming video for personal use. This includes, without limitation, YouTube videos, movies, and TV shows. Streaming audio is allowed, provided it does not contain explicit material, adversely affect network speed, or interfere with others' ability to work.
- Use city equipment or material to support a personal business or the business of a family member or friend.

Further, employees may not use City-provided email addresses to create or manage personal accounts (e.g., shopping websites, personal bank accounts, and social media accounts). City email addresses for professional-based social media accounts such as LinkedIn may be allowed with the approval of the employee's supervisor.

3. Inspection and Monitoring

Employee communications, both business and personal, made using City electronic equipment, facilities, and services are not private. Any data created, received, or

transmitted using City equipment, facilities, or services are the property of City and usually can be recovered even though deleted by the user.

All information and communications in any format, stored by any means on the City's electronic equipment, facilities, or services, are subject to inspection at any time without notice. Personal passwords may be used for purposes of security, but the use of a personal password does not affect the City's ownership of the electronic information, electronic equipment, facilities, or services, or the City's right to inspect such information. The City reserves the right to access and review electronic files, documents, archived material, messages, email, voicemail, and other such material to monitor the use of all of the City's electronic equipment, facilities, and services, including all communications and internet usage and resources visited. The City will override all personal passwords if it becomes necessary to do so for any reason.

4. Personal Hardware and Software

Employees may not install personal hardware or software on the City's computer systems without approval from the city administrator. All software installed on the City's computer systems must be licensed. Copying or transferring of City-owned software may be done only with the written authorization of the city administrator.

5. Unauthorized Access

Employees are not permitted unauthorized access to the electronic communications of other employees or third parties unless directed to do so by City management. No employee can examine, change, or use another person's files, output, or username unless he/she has explicit authorization from the city administrator to do so.

6. Security

Many forms of electronic communication are not secure. Employees who use cell phones, cordless phones, fax communications, or email sent over the internet should be aware that such forms of communication are subject to interception and these methods of communicating should not be used for privileged, confidential, or sensitive information unless appropriate encryption measures are implemented.

7. Inappropriate Web Sites

The City's electronic equipment, facilities, or services must not be used to visit internet sites that contain obscene, hateful, or other objectionable materials, or that would otherwise violate the City's policies on harassment and discrimination.

D. Social Media

For purposes of this policy, "social media" includes all means of communicating or posting information or content of any sort on the internet, including to your own or someone else's web log or blog, journal, or diary, personal or commercial website, social networking web site, web bulletin board or a chat room, whether or not associated or affiliated with the City, as well as any other form of electronic communication.

Ultimately, you are solely responsible for what you post online. Before creating online content, consider some of the risks and rewards that are involved. **Keep in mind that any of your conduct that adversely affects your job performance, the performance of co-workers, or otherwise adversely affects our citizens or people who work on behalf of the City or the City's legitimate business interests may result in disciplinary action up to and including termination.**

1. Prohibited Postings

Employees will be subject to discipline, up to and including termination, if they create and post any text, images, or other media that violate any City policies, including the City's no-harassment and no-discrimination and workplace violence policies. Similarly, postings that include threats of violence, that are physically threatening or intimidating, bullying or harassing, will not be tolerated and may subject an employee to discipline, up to and including termination.

Do not create a link from your blog, website or other social networking site to a ~~City-~~**owned** City owned or maintained website without identifying yourself as a City employee.

Express only your personal opinions. Never represent yourself as a spokesperson for the City, unless you are authorized by your manager/supervisor to do so. If the City is a subject of the content you are creating, be clear and open about the fact that you are a City employee, and make it clear that your views do not represent those of the City or its employees or elected officials.

2. Encouraged Conduct

Always be fair and courteous to coworkers, the citizens we serve, the City's employees and elected officials, and suppliers or other third parties who do business with the City.

Also, keep in mind that you are more likely to resolve work-related complaints by speaking directly with your coworkers, or by utilizing our Open-Door Policy, than by posting complaints to a social media outlet. If you decide to post complaints or criticism, avoid using statements, photographs, video, or audio that reasonably could be

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viewed as malicious, obscene, threatening or intimidating, that disparage citizens, coworkers, City employees or elected officials, that might constitute harassment or bullying, and/or that violate City policies. Examples of such conduct might include offensive posts that a reasonable person would perceive as calculated to intentionally harm an individual's personal or professional reputation, posts that could contribute to a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or City policy.

Maintain the confidentiality of the City's confidential information. Do not post internal reports, policies, procedures, or other internal, City-related confidential communications or information. (See "Confidential City Information" policy, below.)

Nothing in this policy is meant to prevent an employee from exercising his/her right to make a complaint of discrimination or other workplace misconduct, engage in lawful collective bargaining activity, or to express an opinion on a matter of public concern that does not unduly disrupt City operations. Employees are free to express themselves as private citizens on social media sites, but an employee's exercise of expression is balanced against the City's interest in the effective and efficient fulfillment of its responsibilities to the public.

3. Request for Employee Social Media Passwords

The City's supervisors and managers are prohibited by law from requiring or requesting an employee or an applicant for employment to disclose or to provide access through the employee's or applicant's username and password, password, or other means of authentication that provides access to a personal social media account. This includes, without limitation, a username and password that would otherwise allow a supervisor/manager to access a private email account not provided by the City.

Nothing in this policy prohibits the City from requiring an employee to produce content from his/her social media or internet account in connection with a City-sponsored investigation into potential misconduct, unlawful or unethical behavior, or policy or rule violations.

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E. Confidential City Information

Employees must not access, use, or disclose sensitive or confidential information or data except in accordance with City policies, practices, and procedures, and as authorized by state or federal laws or regulations. Employees with access to confidential information, including but not limited to customer or employee financial, medical, or personal information (including, without limitation, Social Security numbers), are responsible for the safekeeping and handling of that information to prevent

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unauthorized disclosure. Employees who access, use, or disclose confidential information contrary to Oregon or federal laws or for personal use or financial gain may be subject to civil or criminal penalties under those laws, in addition to appropriate disciplinary action for violating this policy.

No records or information including (without limitation) protected medical data, documents, files, records, computer files, or similar materials (except in the ordinary course of performing duties on behalf of City) may be removed from our premises without permission from the City. Likewise, any materials developed by the City's employees in the performance of their jobs is the property of the City and may not be used for personal or financial gain. Additionally, the contents of records or information otherwise obtained in regard to the City's business may not be disclosed to anyone, except where required for a business purpose or when required by law.

F. Ethics

At the City, we believe in treating people with respect and adhering to ethical and fair business practices. We expect employees to avoid situations that may compromise their reputation or integrity, or that might cause their personal interests to conflict with the interests of the City or the City's citizens.

We at the City are public employees, and as such, are also subject to the State of Oregon's ethics laws. In some cases, these laws provide additional limitations on employees, such as prohibitions on gifts and strict definitions of conflict of interest. If you are coming to the City from work in the private sector, you may find that some activities that are common business practices in the private sector are prohibited in the public sector. Information on these laws is available at the Oregon Government Ethics Commission website: <http://www.oregon.gov/OGEC>.

If you have questions about whether an activity meets the City's or Oregon's ethical standards, please talk with the city administrator. Employees who violate the Ethics Policy, or who violate Oregon ethics laws, may be subject to disciplinary action up to and including termination.

G. Open-Door Policy

The City's Open-Door Policy is based on our belief that open, honest communication between managers and employees should be a common business practice. The City's managers and supervisors are responsible for creating a work environment where employee input is welcomed, and where issues are identified early and shared without the fear of retaliation (when the employee provides the input in good faith). If you have a complaint, suggestion, or question about your job, working conditions, or the

treatment you are receiving from anyone in the City, please raise them first with your immediate supervisor. If you are not satisfied with the response from your immediate supervisor, or if your issue involves your immediate supervisor, request to have the facts/situation reviewed by the city administrator.

H. Outside Employment

Generally, employees may obtain employment with an employer other than the City or engage in private income-producing activity of their own so long as that activity is not otherwise prohibited by these rules. Employees are responsible for assuring that their outside employment does not conflict with these rules.

An employee is prohibited from, directly or indirectly, soliciting or accepting the promise of future employment based on the understanding that the offer is influenced by the employee's official action.

Employees may not accept outside employment that involves:

- • The use of City time (including the employee's work time), City facilities, equipment and supplies, or the prestige or influence of the employee's position with the City. In other words, the employee may not engage in private business interests or other employment activities on the City's time or using the City's property;
- • The performance of an act that may later be subject to control, inspection, review, or audit by the department for whom the employee works (or by a State agency); or
- • Receipt of money or anything of value for performance of duties that the employee is required to perform for the City.
- • Any activity that violates state or federal law.

The City requires employees to report outside employment to their city administrator before the outside employment begins. Thereafter, an employee must provide an update to his/her city administrator on an annual basis, or sooner if any changes in outside employment occurs. Employees who accept outside employment in violation of this policy may be subject to discipline, up to and including termination.

I. Criminal Arrests and Convictions

Employees must promptly and fully disclose to their supervisor on the next working day:

1. All drug- or alcohol-related arrests, citations, convictions, guilty pleas, no contest pleas, or diversions that result from conduct which occurred while on duty, on City

property, or in a City vehicle (see "Alcohol/Drug Use, Abuse and Testing" policy above);

2. All arrests, citations, convictions, guilty pleas, or no contest pleas that result from crimes involving the theft or misappropriation of property, including money; or
3. If you are arrested, cited, or convicted of a violation of any law that will prevent you from performing the essential functions of your position.

Reporting an arrest or conviction will not automatically result in termination of employment. Situations will be evaluated on a case-by-case basis.

Employees who are unavailable to report for work because they have been sent to jail or prison may not use sick leave or vacation time to cover the absence, and may be subject to disciplinary action, including termination.

J. Political Activity

Employees may engage in political activity except to the extent prohibited by Oregon law when on the job during working hours. This means that employees cannot:

- Be required to give money or services to aid any political committee or any political campaign;
- Solicit money or services (including signatures) to aid or oppose any political committee, nomination, or election of a candidate, ballot measure or referendum, or political campaign while on the job during working hours (this is not intended to restrict the right of City employees to express their personal political views); or
- Be disciplined or rewarded in any manner for either giving or withholding money or services for any political committee or campaign.

K. Inclement Weather/Emergency Closing

Except for regularly scheduled holidays identified by the City (see "Holidays" section, above), the City is open for business on Mondays through Fridays during normal business hours. If there are circumstances beyond our control, such as inclement weather, a national crisis, or other emergencies that make one or more of our office locations inaccessible for all or part of a regularly scheduled workday, the city administrator (or his/her designee) will decide whether to and to what extent the City will close. Your department supervisor will contact you and inform you of any closures.

In the event of extreme bad weather, we recognize that each employee's ability to safely reach work may be different. If you cannot safely report to work in such circumstances, you should contact your manager. If staff cannot reach the office and

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are able to serve the City from home, you should do so subject to approval by your manager or supervisor. Safety and a trustworthy approach are your guides.

1. Closure of City Hall for emergency or non-emergency reasons

The City Administrator has the authority to close city hall for any reason he or she feels is in the best interest of the public or employees, including, but not limited to, all staff training or events, community events, or other events that would require staff to be unavailable. It is at the city administrator's discretion if compensation will be provided during that time.

L. Driving While on Business

Employees using a private vehicle to conduct the City's business must possess a valid driver's license and must carry auto liability insurance. Employees who use their own vehicles for authorized City business use should make any necessary arrangements with their insurance carriers.

The City may verify the validity of your driver's license and/or your driving record at the time of hire and at any point during your employment.

While on City business, drivers are expected to make every reasonable effort to operate their vehicle safely, with due regard for potential hazards, weather, and road conditions. Drivers are to obey all traffic laws, posted signs and signals, and requirements applicable to the vehicle being operated. Seatbelts are to be used in all vehicles while on business. Drivers are to ensure that the use of prescribed or over the counter drugs does not interfere with their ability to drive while on business; operating a vehicle under the influence of alcohol or controlled substances is prohibited. Employees are responsible for notifying their manager of any subsequent restrictions, limitations, or other change in their driving status within 72 hours of the change or new restrictions/limitations. See also, "Cell Phone Use While Driving" policy, above.

Employees who receive a ticket or citation while driving a Company-owned vehicle or while on Company business will be responsible for paying the fine (if any) associated with the ticket or citation and may face discipline up to and including termination.

J. Workplace Violence

The City recognizes the importance of a safe workplace for employees, customers, vendors, contractors, and the general public. A work environment that is safe and comfortable enhances employee satisfaction as well as productivity. Therefore, threats and acts of violence made by an employee against another employee, volunteer, elected official, or member of the public with respect to that person's life, health, ~~well-being~~wellbeing, family, or property will be dealt with in a zero-tolerance manner by the City.

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All employees have an obligation to report any incidents that pose a real or potential risk of harm to employees or others associated with the City, or that threaten the safety, security or financial interests of the City. Employees are also strongly encouraged to report threats or acts of violence by non-employees, such as vendors or citizens, against any employee, volunteer or elected official. Employees should make such reports directly to the city administrator.

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The City also may conduct an investigation of a current employee where the employee's behavior raises concern about work performance, reliability, honesty, or potentially threatens the safety of co-workers or others. See policy on "Workplace Inspections."

K. Workplace Inspections — No Right to Privacy or Confidentiality

This policy applies to inspections and investigations conducted by the City pursuant to policy or law unless otherwise modified by a different policy in this Handbook.

An employee investigation may include, but is not limited to, investigation of criminal records; it may also include a search of desks, work areas, file cabinets, voicemail systems, and computer systems. Employees are strongly discouraged from storing personal items in the desks, lockers, work areas, file cabinets and other office equipment or furniture, as well as voicemail and computer systems assigned to them by the City; these areas are not private.

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All information related to reports generated from inspections and investigations, including the name of the reporting employee(s), will be kept as confidential as possible under the circumstances.

L. Tobacco-Free Workplace

The City provides a tobacco-free environment for all employees and visitors. For purposes of this policy, "tobacco" includes the smoking of any tobacco-based product, smoking in any form (including, without limitation, cigars and e-cigarettes), and the use of oral tobacco products or "chew/spit" tobacco. Marijuana is also prohibited under this policy. This policy applies to employees, volunteers, and any visitors to City property, vehicles, or facilities/buildings.

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City buildings and vehicles are tobacco- and marijuana-free areas. Tobacco/marijuana use is prohibited during working hours. Further, the City prohibits tobacco/marijuana use in or around City vehicles and equipment or machinery.

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If you wish to smoke tobacco, you must do so outside of the City's facilities/buildings, only in designated smoking areas, and out of visitor view. Smoking is not allowed near building entrances; Oregon law prohibits smoking within 10 feet of building entrances and other openings, including second-story windows. The City has established employee smoking areas that your supervisor can show you.

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VI. Termination of Employment

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A. Workplace Rules and Prohibited Conduct

Any violation of the rules or prohibited conduct in this policy may result in discipline, up to and including termination. This list of prohibited conduct is illustrative only; other types of conduct injurious to security, personal safety, employee welfare, and the City's operations, some of which are described elsewhere in this Handbook, may also be grounds for discipline, up to and including termination.

- Falsification of employment or other City records.
- Recording of work time of another employee or allowing any other employee to record your work time or allowing falsification of any time sheets (your own or another employee's).
- Theft or the deliberate or careless damage or destruction of any City property, or the property of any other employee, citizen, vendor, or third party.
- Unauthorized use of City equipment, materials, or facilities.
- Provoking a fight or fighting during work hours or on City property.
- Carrying firearms or any other dangerous weapon on City premises at any time.
- Engaging in criminal conduct while at work.
- Causing, creating, or participating in a significant or substantial disruption of work during working hours on City property.
- Insubordination, including but not limited to failure or refusal to obey the orders or instructions of a supervisor, city administrator, or member of management, or the use of abusive or threatening language toward another City employee, customer, or vendor.
- Failure to notify a supervisor when unable to report to work, or when leaving work during normal working hours without permission from a supervisor to do so.
- Failure to observe work schedules, including rest breaks and meal periods. You are expected to be at work on time, remain until your workday ends, and perform the work assigned to or requested of you.
- Sleeping or malingering on the job.
- Excessive personal telephone calls during working hours.
- Unprofessional appearance during normal business hours.

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- Failing to attend scheduled work sessions and related activities at conferences, workshops, or educational events that are paid for by the City.
- Misrepresentation of City policies, practices, procedures, or your status or authority to enter into agreements on behalf of the City. Employees may not use the City's name, logo, likeness, facilities, assets, or other resources of the City for personal gain or private interests.
- Violations of the Ethics Policy or Oregon's Ethics laws.
- Violation of any safety, health, security, or City policy, rule, or procedure. Employees are expected to act in accordance with all appropriate codes, laws, regulations, and policies, regardless of whether they are set by the City or outside regulatory or legislative bodies.
- Harassment or discrimination that violates City policy.
- Dishonest, malicious willful acts of misconduct, retaliation, or insubordination.

This statement of prohibited conduct does not alter the City's policy of at-will employment. Except for employees subject to a contract of employment, the City remains free to terminate the employment relationship at any time, with or without cause or notice.

B. Corrective Action/Discipline Policy

Employees are expected to perform to the best of their abilities always. There will be occasions, however, where employees perform at an unsatisfactory level, violate a policy or law, or commit an act that is inappropriate. When performance or conduct does not meet City of Aumsville standards, City Administrator will determine whether they will terminate the employee's employment or provide the employee a reasonable opportunity to correct the deficiency through progressive discipline (such as, in no particular order, verbal warnings, written warnings, suspensions without pay, and demotions). The corrective action process will not always commence with a verbal counseling or include a sequence or steps. Some acts, particularly those that are intentional or serious, warrant more severe action (including termination) on the first or subsequent offense.

In lieu of terminating employment of an employee for serious violations of the City of Aumsville policies, procedures, and rules and for other inappropriate behavior or conduct, the City of Aumsville may choose to provide the employee a final opportunity to continue employment in the form of a last-chance agreement. The City Administrator may also choose to send the employee to training or an education opportunity.

In all cases, the city administrator retains sole discretion to determine the nature and extent of any discipline based upon the circumstances of each individual case.

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Accordingly, the City of Aumsville reserves the right to proceed directly to a written warning, demotion, last chance agreement, or termination for misconduct or performance deficiency, without any prior disciplinary steps, when the City of Aumsville deems such action appropriate. The City of Aumsville retains the right to terminate any employee's employment at any time and for any reason, with or without notice or other prior disciplinary action (other than those employees who are subject to a contract of employment).

C. Retirement or Resignation from Employment

If you choose to resign or retire, it is anticipated that you will give the City as much notice as possible — preferably a minimum of two weeks. When giving your two-weeks' notice, vacation, personal, or sick days should not be used in lieu of notice. If you do not give two-weeks' notice of your intent to leave the City, you will not be eligible for re-employment at a later date.

Employees who miss three or more consecutive workdays without contacting their immediate supervisor are typically considered to have resigned their employment.

If the employee's decision to resign is based on a situation that could be corrected, the employee is encouraged to discuss it with the city administrator before making a final decision.

Employees must return all City property, including phones, computers, identification cards, credit cards, keys, and manuals, to the city administrator on or before their last day of work.

D. References

All requests for references or recommendations must be directed to the city administrator. No manager, supervisor, or employee is authorized to release references for current or former employees. Managers and supervisors are expressly prohibited from providing LinkedIn "recommendations" or using a website on the internet to discuss a current or former employee's performance or termination of employment.

By policy, the City discloses only the dates of employment and position(s) held of former employees. Former employees who authorize additional disclosures must make a request to do so in writing.

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Employee Acknowledgement

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Acknowledgment of Receipt of ~~2020-2023~~ Personnel Policies Employee Handbook approved ~~September 2020~~ October 2023

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I acknowledge that I have received and will read a copy of the City of Aumsville's ~~2020~~ 2023 Employee Handbook. I also understand that a copy of the Personnel Policies is available to me at any time to review by contacting the City administrator.

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I understand that the City has adopted the Personnel Policies Employee Handbook ~~2020~~ 2023 only as a general guide about policies, work rules and the work environment, and that they are subject to change at any time in the City's sole discretion. I also understand that the Personnel Policies control over any other contradictory statements. I acknowledge that the Personnel Policies are not an employment contract and are not intended to give me any express or implied right to continued employment or to any other term or condition of employment.

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I understand that either City or I may terminate my employment relationship at any time, for any lawful reason, with or without cause, and with or without notice, unless my employment is covered under a Contract. I acknowledge that no promises have been made to me that are inconsistent with this "at will" statement.

I have reviewed or will review the City's policies regarding equal employment opportunity and that the City aims to provide a workplace free of harassment and discrimination. I will bring any questions or concerns I have regarding equal employment opportunities, discrimination, retaliation, or harassment to Human Resources, the city administrator, or any trusted manager or supervisor. During my employment with the City, I understand that it is my responsibility to remain informed about the policies as revisions, updates, and new policies as issued, and to ask questions about any interpretation of any of the policies.

I have read this acknowledgement carefully before signing.

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Employee Signature / Print Name_

Date

The original of this document will be kept in the Employee's personnel file. A copy will be provided to the Employee upon request.

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Agenda Item 7

City of Aumsville September 2023 Monthly Police Report

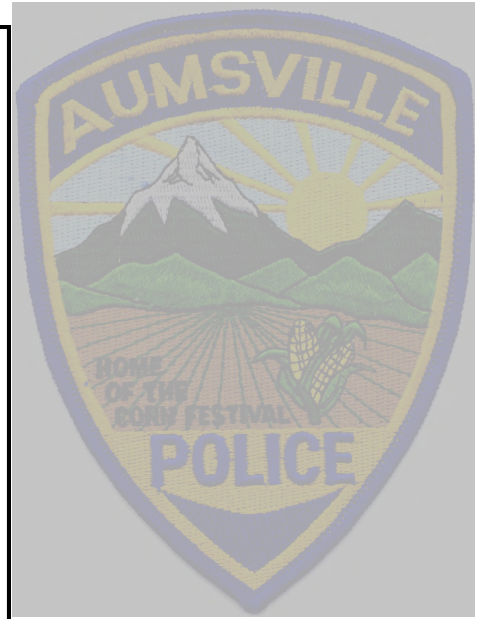
DEPARTMENT MESSAGE:

The reserves worked a total of 48.5 hours during the month of January: 48.5 volunteer hours and 0 paid hours.

September 5th Eric Rebello was hired on as an officer with the department.

September 14th City staff had training on Harassment Discrimination and Unconscious Bias in the Workplace for Employees.

On September 26th Officer Robinson did a fingerprint presentation for the homeschool kids that meet at Bethel Baptist Church.



Traffic Violation	City
Driving While Suspended	3
Fail to Install IID	1
Speeding	1
Driving Uninsured	1
Fail to Carry Proof of Insurance	3
Total	9

Crime	#	Ar- reste d
Burglary 1	3	2
Elude	1	0
Unlaw Del. Meth	1	1
Poss. Meth	1	1
Poss. Fentanyl	1	1
Stalking	1	1
Strangulation	1	1
Theft	4	3
Menacing	1	1
Hit and Run	1	0
Probation Violation	1	1
Warrant Arrest	9	9
Disorderly Conduct 2	1	1
Criminal Mischief 2	2	2
Criminal Mischief 3	2	2
Harassment	5	1
Aggravated Harassment	1	1
Resisting Arrest	1	1
Minor in Possession	1	1
DUII	1	1
Driving While Susp. (Crime)	1	1
Total	40	32

Calls for Service	#
Assist Other-Turner PD	5
Assist Other-Fire	4
Assist Other-DHS	7
Assist Other-MCSO	3
Assist Other-Stayton PD	9
Assist Other-Other	3
Citizen Contact	30
Abandoned Vehicle	5
Area Check	5
Welfare Check	9
Attempt to Locate vehicle/persons	6
Suicide / Attempt/Threat	1/1/1
Motor Vehicle Crash	1
Civil Dispute	9
Open Door	7
False Alarm	1
Noise Complaint	5
Juvenile Problem	3
Traffic Stops	40
Suspicious Person/Vehicle/ Circumstance	15
Animal Complaint	7
Ordinance Violation	14
Property: Found/Lost/Seized	6
Person: Missing/Found	1/1
Total	199



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TO: Mayor and City Council
FROM: Steve Oslie, Public Works Director
SUBJECT: Public Works Report

October 4, 2023

Water: The wells pumped as follows:

Boone #1	Boone #2	Tower	Reservoir	Church	Total
1,018,900	3,326,000	1,808,000	99,000	5,438,000	11,690,000

The new reservoir work is out for bid. An onsite meeting with potential contractors to walk through the project and to answer questions about the project.

The Boone Well #3 project was not as productive as they were aiming for. We are meeting with the engineer and driller to discuss what to move forward with.

Sewer: Lab equipment has been calibrated and certified this month.

Streets: All our waterline repair asphalt patching has been completed.

Highberger Ditch cleaning is underway before the weather turns. The contract crew should have it cleaned quickly this year.

Parks: Found and repaired a couple of safety issues at the Boone Park playground.

Boone and Mill Ck Parks now have Wifi installed. Now our IT person can monitor and control the use of the internet from their office. This could include throttling speeds for downloading so one user can't slow the system for others. The speed of the wifi is adequate for normal uses but can be increased once we get a higher speed internet provider on board in the future.

General: The shop project is underway and moving along. Most footings have been poured with the rest getting done this week. Plumbing and electrical are also out getting their underground work done.

Worked on getting more information for the engineers that are working on the A+ Flagging project. We were able to locate a couple of waterlines that were not mapped accurately.