



# CITY OF SWEET HOME CITY COUNCIL AGENDA

WIFI Passcode:

July 10, 2018, 6:30 p.m.

Sweet Home Police Department, 1950 Main Street  
Sweet Home, OR 97386

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

**A. Call to Order and Pledge of Allegiance**

**B. Roll Call:**

Councilor Briana  
Councilor Coleman  
Councilor Gerson  
Councilor Goble

Councilor Gourley  
Mayor Mahler  
Councilor Trask

**C. Consent Agenda:**

- a) Approval of Minutes: June 26, 2018 – City Council (pg. 3-9)

**D. Recognition of Visitors and Hearing of Petitions:**

**E. Old Business:**

**F. New Business:**

- a) Report to Council: Cyanotoxins Water Testing Update (pg. 10-29)

**G. Introduction, First and Second Reading of Ordinance Bills**

- a) Ordinance Bill No. 2 for 2017 – Ordinance \_\_\_\_\_; An Ordinance Amending Title 17 of Sweet Home Municipal Code and Declaring a need for an Expediency Clause. (pg. 30-64)

**H. Third Reading of Ordinance Bills (Roll Call Vote Required)**

**I. Reports of Committees:**

Administrative & Finance/Property	Goble
Public Safety/Traffic Safety	Briana
Public Works	Mahler
Park and Tree Committee	Trask
Youth Advisory Council	Gourley
Chamber of Commerce	Coleman
Fire District	Trask

Council of Governments	Gerson
Area Commission on Transportation	Briana
Solid Waste Advisory Council	Goble
Ad Hoc Committee on Health (Minutes 06-18-18) pg. 65	Gourley
Capitol Christmas Tree Committee	Coleman

**J. Reports of City Officials:**

- a) Mayor's Report
- b) City Manager's Report
- c) Department Director's Reports:
  - i. Finance Director
  - ii. Library Services Director
    - (1) City Council Report – June 2018 (pg. 66)
    - (2) Patron Statistics – April thru June 2018 (pg. 67)
    - (3) Circulation Statistics – April thru June 2018 (pg. 68)
    - (4) Library Advisory Board Draft Minutes – June 14, 2018 (pg. 69)
  - iii. Community and Economic Development Director
    - (1) Planning Commission Draft Minutes 06-04-18 (pg. 70-74)
    - (2) Planning Commission Draft Minutes 06-18-18 (pg. 75-79)
  - iv. Police Chief
  - v. Public Works Director
  - vi. City Attorney's Report

**K. Adjournment**

SWEET HOME CITY COUNCIL  
MEETING MINUTES

June 26, 2018

Mayor Mahler called the meeting to order at 6:30 p.m. in the City Hall Annex. The Pledge of Allegiance was recited.

Staff Present: Community and Economic Development Director Jerry Sorte, Library Services Director Rose Peda, Finance Director Brandon Neish, Public Works Director Greg Springman, Police Chief Jeff Lynn and Recording Secretary Julie Fisher.

Visitors Registered to Speak: George Medellin, Tim Goodman, Dave Holley

Media: Scott Swanson, The New Era

<b>Roll Call:</b>	Councilor Briana	P	Councilor Gourley	P
	Councilor Coleman	P	Mayor Mahler	P
	Councilor Gerson	P	Councilor Trask	P
	Councilor Goble	P		

**Consent Agenda:** **Motion was made to approve the Consent Agenda as submitted. (Goble/Trask) Motion passed with 7 Ayes, 0 Opposed, 0 Absent**

Items on the consent agenda are as follows:  
Approval of Minutes: June 12, 2018 – City Council

**Recognition of Visitors & Hearing of Petition:**

Tim Goodman  
Director of Consumer Affairs  
Comcast

Tim Goodman stated Comcast has been a sponsor the Sweet Home Library Summer Reading Program for the past 5 years and proud to sponsor again this year. Comcast will also be sponsoring the Capitol Christmas Tree with a \$1,000 donation. Mr. Goodman presented information on a program to provide internet essentials to low income families.

George Medellin  
Board of Directors Chairman  
(Interim)  
Chamber of Commerce

George Medellin introduced himself as the new Interim Chair for the Chamber of Commerce and announced the Chamber is in Phase II of Chamber Growth. Mr. Medellin reported the Chamber's debts are paid, finances are in order and the bylaws have been resurrected which is a good foundation for growth.

**Old Business:**

Sweet Home Sanitation Recycling  
Discussion  
Scott Gagner  
Brian White

Scott Gagner and Brian White presented the Council information to continue discussion on the World-Wide Recycling Crisis. Discussion ensued centered around Sweet Home Sanitation business practices and community education. Questions were asked related to timing and the Chinese market. The Mayor asked for consensus of the Council who stated they would consider a rate increase of 8-9% (in addition to the 4% built into the contract).

**New Business:**

**PUBLIC HEARING**

**PUBLIC HEARING – TEXT AMENDMENTS TO TITLE 17 OF SWEET HOME MUNICIPAL CODE TO IMPLEMENT SB 1051 (2017); PLANNING FILE LA 18-01**

**The Public Hearing was opened at 7:30pm.**

**Mayor Mahler opened the Public Hearing and explained the Public Hearing Process.**

**The Mayor asked of the City Council:**

**Personal Bias:**

**None**

**Conflict of Interest:**

**None**

**Exparte Information:**

**None**

**Staff Report:**

**Community and Economic Development Director Jerry Sorte presented the Staff Report for Text Amendments to Title 17 to comply with SB 1051 which passed in 2017 and changes in statute are effective July 1, 2018. CEDD Sorte reviewed the criteria and provided a summary of the changes. The Planning Commission held a Public Hearing and their recommendation to City Council was to approve the Text Amendments.**

**Questions of Staff:**

**Councilor Trask asked if the amendments were the same as Hardship Dwellings. CEDD Sorte stated they would be allowed and not tied to a hardship situation. Councilor Gerson asked if Churches could add an accessory dwelling. CEDD Sorte read the applicable criteria regarding religious establishments.**

**Testimony in Favor:**

**None**

**Testimony in Opposition:**

**None**

**Neutral Testimony:**

**None**

**Rebuttal:**

**None**

**Public Hearing Closed at 7:40pm.**

**Mayor Mahler Closed the Public Hearing.**

**Motion to approve the text amendments of Title 17 of the SHMC included as Attachment A to the Staff Report. (Gourley/Briana) Motion passed with 7 Ayes, 0 Opposed.**

**CEDD Sorte stated an Ordinance with the amendments will come before City Council July 10, 2018 for first reading.**

**Request for Council Action – Request to Eliminate Fines on Children’s and Teen’s Materials and Out of City Library Card Fees for the Summer.**

**Library Services Director Rose Peda introduced the request to waive fines on Children’s and Teen’s materials and Out of City Library Card Fees for the summer. This change is an effort to keep children reading during the summer months and encourage families to use the library.**

**Motion to eliminate the fines on Children’s and Teen’s**

materials and out of city non-resident library card fees for the 20118 summer (Coleman/Gourley) Motion passed with 6 Ayes, 0 Opposed and 1 Recused (Councilor Gerson Is on the Library Board)

**Introduction, First and Second Reading of Ordinance Bills:**

**Introduction:** None

**First Reading:** None

**Second Reading:** None

**Third and Final Reading of Ordinance Bills:** None

**Resolutions:**

**PUBLIC HEARING**

**PUBLIC HEARING – A RESOLUTION ADOPTING A BUDGET FOR 2018-2019; MAKING APPROPRIATIONS AND LEVING TAXES.**

The Public Hearing was opened at 7:45pm.

Mayor Mahler opened the Public Hearing and explained the Public Hearing Process.

The Mayor asked of the City Council:

**Personal Bias:**

**Conflict of Interest:**

**Exparte Information:**

None

None

None

**Staff Report:**

Finance Director Brandon Neish presented the background of the Budget process with compliance of Oregon Budget Law. FD Neish explained limitations on what the Council could adjust; \$5,000 or 10% of expenditures in a fund.

**Questions of Staff:**

None

**Testimony in Favor:**

Dave Holley, Chairman of the Budget Committee stated he was in favor of adoption of the 2018-2019 Budget. Chairman Holley stated in the Budget, the Budget Committee was able to increase building/construction income, add a police officer to the police department, fund improvements at the library, add additional funds to roads for improvement projects and prioritize funding for the new City Hall project.

**Testimony in Opposition:**

None

**Neutral Testimony:**

None

**Rebuttal:**

None

Councilor Trask stated that he wanted to be sure that any

**funds in the Park Budget get transferred to Parks and not back to the General Fund.**

**Public Hearing Closed at 7:52pm. Mayor Mahler Closed the Public Hearing.**

Finance Director Neish explained two changes that should be made to the Budget Document. The first is by State Mandate that expenditures are not more than available in the fund. On page 116 of the 2018-2019 proposed budget there was an ending fund balance of (\$3500) when this budget was brought forward, FD Neish made the adjustment as per State Law. The second correction was that a municipal maintenance worker position was missed in the Streets Fund. FD Neish asked Council to add \$67,000 to Streets to account for that current employee.

Councilor Gourley stated there are inconsistencies in language in the Budget Message. FD Neish stated the Budget Message cannot be changed from what was given. Councilor Gourley felt the Budget Message and what was proposed miscommunicates to the public because it differs from what may be adopted. Dave Holley, Chairman of the Budget Committee disliked the request for changes to be presented after the Public Hearing was closed. FD Neish explained ORS requires the Public Hearing to be on the Budget as approved and staff felt they should wait until the Public Hearing closed to comply with ORS. Mayor Mahler asked for Consensus of the Council to approve the changes or for a Supplemental Budget Hearing at the next City Council Meeting. Consensus of the Council was to approve the changes as part of the current resolution as amended. (Councilor Goble opposed).

**Resolution No. 8 for 2018 – A Resolution Adopting a Budget for 2018-2019, Making Appropriations and Levying Taxes as Amended.**

**Motion to approve Resolution No 8 for 2018; A Resolution Adopting a Budget for 2018-2019; Making Appropriations and Levying Taxes as Amended (Gourley/Trask)**

The Amendments changed Streets from \$652,295 to \$714,876 changing Total Appropriations from \$17,878,561.00 to \$17,915,985.00, a difference of \$62,581.00 for the Municipal Maintenance Worker position.

**Roll Call Vote:**

<b>Councilor Coleman</b>	<b>Aye</b>
<b>Councilor Gerson</b>	<b>Aye</b>
<b>Councilor Goble</b>	<b>Aye</b>
<b>Councilor Gourley</b>	<b>Aye</b>
<b>Mayor Mahler</b>	<b>Aye</b>
<b>Councilor Trask</b>	<b>Aye</b>
<b>Councilor Briana</b>	<b>Aye</b>

**Resolution No. 9 for 2018 – A Resolution Declaring the City’s Election to Receive State Revenues.**

**Motion to approve Resolution No 9 for 2018; A Resolution Declaring the City’s Election to Receive State Revenues (Trask/Gerson) Motion passed with 7 Ayes, 0 Opposed.**

**Resolution No. 10 for 2018 – A Motion to approve Resolution No 10 for 2018; A Resolution**

**Resolution Certifying the City Provides Four or More Services in Order to Receive State Revenues.** **Certifying the City Provides Four or More Services in Order to Receive State Revenues. (Gerson/Coleman) Motion passed with 7 Ayes, 0 Opposed.**

**Resolution No. 11 for 2018 – A Resolution Re-Designating the Sweet Home Enterprise Zone.** **Motion to approve Resolution No. 11 for 2018; A Resolution Re-Designating the Sweet Home Enterprise Zone. (Briana/Gourley) 6 Ayes, 1 Opposed (Goble)**

CEDD Sorte noticed the map attached as Exhibit A printed with a blank spot in the center of the map, he presented the original map without the spot and asked Council to accept the new map as an amendment.

**Motion to approve Resolution No. 11 for 2018; A Resolution Re-Designating the Sweet Home Enterprise Zone as Amended with Exhibit A (Trask/Briana) 6 Ayes, 1 Opposed (Goble)**

*Committee Reports:*

Administration & Finance/ Property Committee	None
Public/Traffic Safety	None
Public Works	There was a concern from Council on tanker fills at hydrants. PWD Springman stated he will reach out to the owner of the company and will consider requiring a meter. Funds for a permanent station for fills have been approved.

*City Boards/Committees:*

Chamber of Commerce	Councilor Coleman reported things at the Chamber are going well.
Fire District	Councilor Trask reported the District has purchased a used engine that can be used in wildland fires and a new rescue unit is in service.
Park & Tree Commission	Councilor Trask referred to the minutes included in the packet.
Y.A.C.	Councilor Gourley reported a pre-trip at the Lake in preparation for the Youth Leadership Summit. The youth attending the summit will kayak to Shea Point, Caulkin’s Boat Ramp, Lewis Creek, and then to Sunnyside. A speaker will be at each point and there will be various activities.
Ad Hoc Committee Community Healthcare	Councilor Gourley reported the cost of the Hero Banner will increase from \$75 to \$100 on July 15 <sup>th</sup> .
Capitol Christmas Tree	Councilor Coleman referred to the minutes included in the packet.

*Regional Boards/Committees:*

Area Commission on Transportation (ACT) None

COG None

Solid Waste Advisory Council (SWAC) None

Mayor's Report Mayor Mahler announced the City Council will begin meeting at the Police Department starting in July.

City Manager's Report The Council asked for clarification on an item submitted in the packet under the City Manager's Report. The S|EA Timeline noted a work session on July 12<sup>th</sup>. The Council requested a follow up as they were unaware of the work session.

Department Directors Reports:

Finance Director None

Library Director Library Services Director Peda announced 140 participants at their first Summer Reading Program. The Library received \$3,000 from the State Library to refresh the youth collection.

Community and Economic Development Director Community and Economic Development Director Jerry Sorte reported the department is receiving many Planning Applications. The Code Updates are still underway, and a Planning Commission Work Session is scheduled for Monday, July 2<sup>nd</sup>. The Code Enforcement Officer is busy, and things are going well. The CEO is making efforts to walk thru each park twice daily. Code Enforcement is receiving many calls for tall grass & weeds. CEDD Sorte gave an update on the Façade Improvement Program and stated 50 application packets have been handed out.

Police Chief Chief Lynn reported a successful Safety Fair. It was noted by Chief Lynn that the application for the Oregon Jamboree has not been received as of yet and is expected to be before Council on the July 24<sup>th</sup> meeting. The Council suggested the information be submitted to them for review sooner.

Public Works Public Works Director Springman reported cleaning and painting curbs by Public Works.

City Attorney None

Councilor Briana Councilor Briana requested a joint work session to review code as he has found items he feels needs to be updated.

Adjournment: With no further business the meeting adjourned at 8:40 PM.

The foregoing is a true copy of the proceedings of the City Council at the June 26, 2018 regular City Council Meeting.



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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder

# MEMORANDUM



TO: Ray Towry, City Manager  
FROM: Greg Springman, Public Works Director  
DATE: July 3, 2018  
SUBJECT: Cyanotoxins Temporary Rule

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Oregon Health Authority (OHA) has developed temporary rules that will require drinking water systems supplied by certain surface water sources, such as Foster Lake, to routinely monitor for cyanotoxins and to notify the public about the test results. These rules are effective July 1, 2018 and will remain in effect until permanent rules can be established later this year following a public rulemaking process.

Water providers are now required to monitor the raw water prior to treatment processes every two weeks. OHA has committed to pay all laboratory costs for all water providers with a population of less than 10,000 while the temporary rule is in effect.

The City of Sweet Home (City) draws water from Foster Lake through a submerged intake structure located on the Foster Lake Dam. OHA has defined Foster Lake and the South Santiam River as "surface water" (*see attached "List of Surface Waters"*). The City draws its water from approximately 14 to 37 feet below Foster Lake's surface. The depth of the draw greatly minimizes the probability of collecting "blue-green" algae through the intake and/or the resulting cyanotoxins which can be released during the treatment process. I have included the as-built drawings of Sweet Home's raw water intake structure as constructed for review.

If tests indicate cyanotoxin levels are present in dangerous quantities, then water suppliers must:

1. notify the public of the presence of the cyanotoxins in their drinking water,
2. report testing results to the Oregon Health Authority, and
3. issue health advisories (*see attached "Harmful Algae Bloom Response Flow Chart"*).

The City proactively commenced monitoring of our raw water prior to the State's temporary rules on Monday, June 25, 2018 with a "non-detect" finding. Staff will continue to monitor every two weeks as required.

City staff proactively developed public media briefs if there were to be the presence of cyanotoxins in our raw water. In addition, staff worked to develop an emergency plan to provide water fill stations to deliver bulk water to the community.

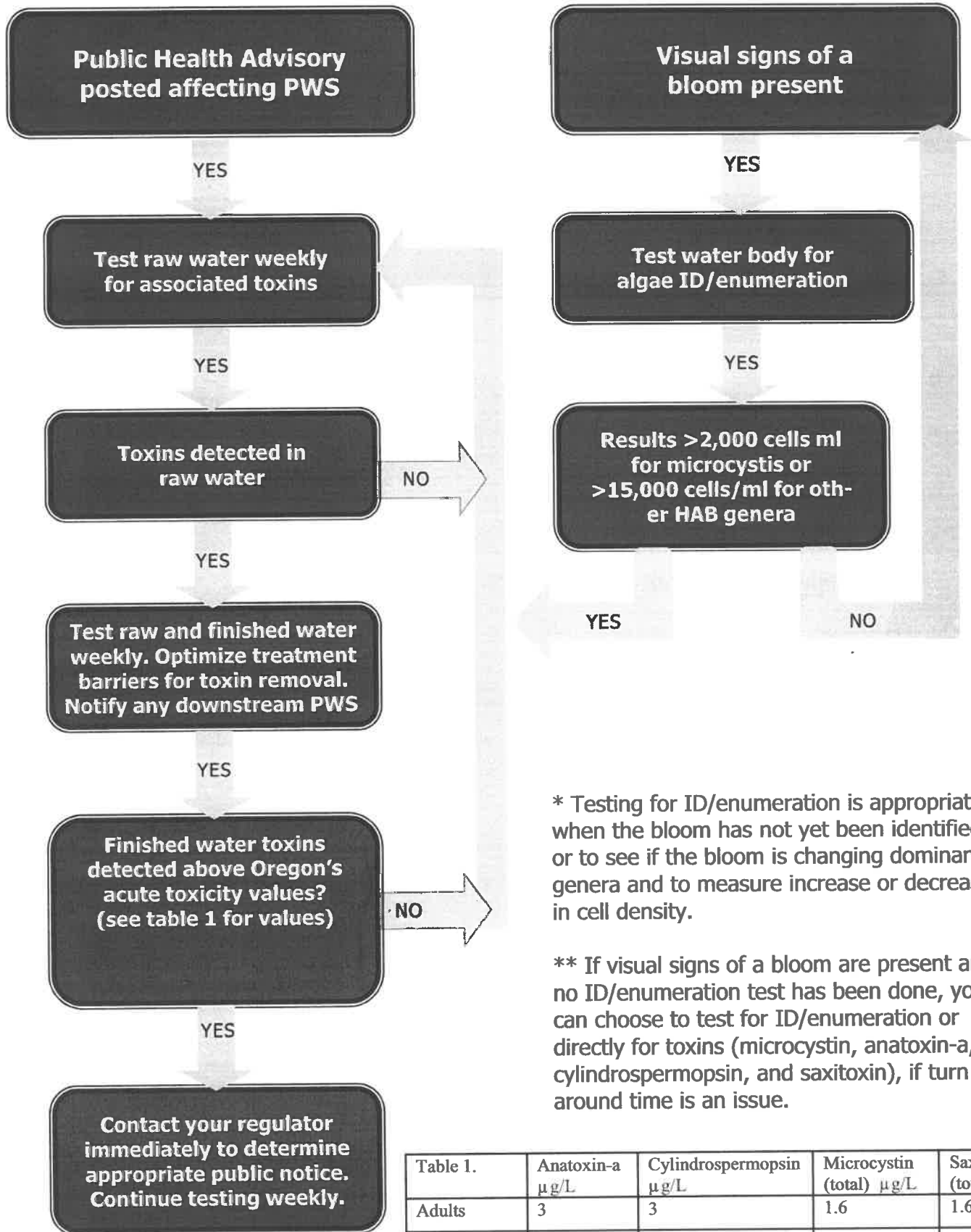
City staff will continue to collaborate with other municipalities, county officials, and state entities to ensure healthy drinking water. Sweet Home's water supply is regularly and frequently monitored according to OHA standards. City staff will remain vigilant for any signs of contamination and will ensure that our customers receive prompt notification of any detected problems.

If you have any questions or concerns, please contact me at (541) 367-6359.

Thank you,

Greg Springman  
Public Works Director

# Harmful Algae Bloom Response Flow Chart for Public Water



\* Testing for ID/enumeration is appropriate when the bloom has not yet been identified, or to see if the bloom is changing dominant genera and to measure increase or decrease in cell density.

\*\* If visual signs of a bloom are present and no ID/enumeration test has been done, you can choose to test for ID/enumeration or directly for toxins (microcystin, anatoxin-a, cylindrospermopsin, and saxitoxin), if turn around time is an issue.

Table 1.	Anatoxin-a µg/L	Cylindrospermopsin µg/L	Microcystin (total) µg/L	Saxitoxin (total) µg/L
Adults	3	3	1.6	1.6
Children (5 and younger)	0.7	0.7	0.3	0.3

**Table 1. Public Water Systems susceptible to harmful algae blooms (HABs)  
and subject to OAR 333-061-0510 to 333-061-0580 (as of June 28, 2018, subject to change)**

Notes:

- (1) Includes surface water intake and groundwater under the direct influence of surface water (GWUDI) sources. Systems that sell water to other providers are denoted with (\*).
- (2) System Type: C = Community; NTNC = Non-Transient Non-Community; NC=Transient Non-Community; NP= Non-Public State Regulated systems
- (3) HAB Advisory's: from OHA, 2011 updated with data from OHA Recreational HAB Website for 2012-2017
- (4) Waters of Potential Concern as identified in Appendix B of DEQ's HAB Strategy (2011) or by sampling conducted by OHA's Recreational HABs program

PWS_ID	PWS Name <sup>(1)</sup>	Drinking Water Source	County	System Type <sup>(2)</sup>	Population Served	Potential risk criteria/factors identified in the Drinking Water Source Area							Waters of Potential Concern for HABs <sup>(4)</sup>	OHA DWS sampling location for Cyanobacteria Toxin (2011-2017)
						Previous HAB Advisory <sup>(3)</sup>	DEQ Water Quality Limited (WQL) listing indicating the waterbody needs a TMDL (a Total Maximum Daily Load is the calculated amount of pollutant a water body can receive and still meet Oregon water quality standards). Based on OR DEQ 2012 Integrated Report and 303(d) list.					Dissolved Oxygen (cold/cool water criteria only)		
							Algae and Aquatic Weeds	Chlorophyll-a	Phosphorus or Nitrates	pH				
OR4100003	Adair Village Water System	Willamette River	Benton	C	875						X			
OR4100012	Albany, City of (*)	South Santiam River - Lebanon - Albany Canal	Linn	C	56,100		X					X		
OR4100012	Albany, City of (*)	Santiam River	Marion	C	56,100		X					X		
OR4100304	Alderwood Water Development Co	Woahink Lake	Lane	C	35							X		
OR4100041	Amity, City of	South Yamhill River	Yamhill	C	1,620			X						
OR4101483	Angler's Cove/SCHWC	Rogue River	Jackson	C	80	X	X			X	X	X	X	
OR4100047	Ashland Water Department	Ashland Creek	Jackson	C	21,505					X			X	
OR4101174	Buell-Red Prairie Water Association	Gooseneck Creek	Polk	C	976					X			X	
OR4191786	Camp Baker BSA	Infiltration Gallery	Lane	NC	75	X	X					X	X	
OR4100157	Canby Utility	Molalla River	Clackamas	C	16,866								X	
OR4100171	Carlton, City of (*)	Panther Creek	Yamhill	C	2,125					X				
OR4192152	Cascade Pacific Pulp LLC	Willamette River	Linn	NTNC	800		X		X	X	X	X		
OR4100187	Clackamas River Water - Clackamas	Clackamas River	Clackamas	C	37,638	X	X					X		
OR4100548	Clarks Branch Water Association	South Umpqua River	Douglas	C	140	X	X	X		X	X	X		
OR4100213	Coquille, City of (*)	Coquille River	Coos	C	3,866			X			X			
OR4100225	Corvallis, City of (*)	Willamette River	Benton	C	56,000						X		X	
OR4100236	Cottage Grove, City of	Row River IG	Lane	C	9,892	X	X					X	X	
OR4100808	Country View MH Estates	Rogue River	Jackson	C	132	X	X			X	X	X	X	
OR4100246	Creswell, City of	Coast Fork Willamette River	Lane	C	5,075	X	X		X	X			X	
OR4100248	Dallas, City of	Rickreal Creek	Polk	C	14,700						X			
OR4100276	Elkton, City of	Umpqua River	Douglas	C	200		X	X	X	X	X		X	
OR4100279	Estacada, City of	Clackamas River	Clackamas	C	3,155	X	X					X		
OR4100287	Eugene Water & Electric Board (*)	McKenzie River	Lane	C	183,055	X	X					X		
OR4100317	Gates, City of	North Santiam River	Marion	C	490	X	X					X	X	
OR4100323	Glendale, City of	Cow Creek	Douglas	C	872						X			
OR4100326	Glide Water Association	North Umpqua River	Douglas	C	1,200	X				X	X	X		
OR4100333	Gold Hill, City of	Rogue River	Jackson	C	1,115	X	X		X	X	X	X		
OR4100342	Grants Pass, City of (*)	Rogue River	Josephine	C	37,088	X	X		X	X		X		
OR4100301	Heceta Water District	Clear Lake	Lane	C	4,500			X				X		
OR4101520	Hiland WC - Shady Cove (*)	Rogue River	Jackson	C	975	X	X			X				
OR4100379	Hillsboro & JWC Plant (*)	Tualatin River	Washington	C	397,769	X		X	X		X	X		

PWS_ID	PWS Name <sup>(1)</sup>	Drinking Water Source	County	System Type <sup>(2)</sup>	Population Served	Potential risk criteria/factors identified in the Drinking Water Source Area							Waters of Potential Concern for HABs <sup>(4)</sup>	OHA DWS sampling location for Cyanobacteria Toxin (2011-2017)
						Previous HAB Advisory <sup>(3)</sup>	DEQ Water Quality Limited (WQL) listing indicating the waterbody needs a TMDL (a Total Maximum Daily Load is the calculated amount of pollutant a water body can receive and still meet Oregon water quality standards). Based on OR DEQ 2012 Integrated Report and 303(d) list.					Dissolved Oxygen (cold/cool water criteria only)		
							Algae and Aquatic Weeds	Chlorophyll-a	Phosphorus or Nitrates	pH				
OR4100394	Idanha City Water	Spring; Rainbow Creek	Linn	C	140								X	
OR4190730	Jackson Co Pks Emigrant Lake	Emigrant Lake (South Intake)	Jackson	NC	800					X			X	
OR4190730	Jackson Co Pks Emigrant Lake	Emigrant Lake (North Intake)	Jackson	NC	800					X			X	
OR4100408	Jefferson, City of	Santiam River	Marion	C	3,165	X	X						X	
OR4190186	Josephine Co Pks Lake Selmac 1	Lake Selmac	Josephine	NC	50		X						X	X
OR4194645	Josephine Co Pks Lake Selmac 2	Lake Selmac	Josephine	NC	50		X						X	X
OR4100457	Lake Oswego Municipal Water (*)	Clackamas River	Clackamas	C	36,093	X	X						X	
OR4101001	Lakeshore RV Park	Woahink Lake	Lane	NC	34								X	
OR4100463	Lakeside Water District	Eel Lake	Coos	C	1,800								X	
OR4100466	Langlois Water District	Floras Creek	Curry	C	220					X	X			
OR4100707	Lawson Acres Water Association	Cow Creek	Douglas	C	75	X				X				
OR4100473	Lebanon, City of (*)	Santiam Canal	Linn	C	15,690		X						X	
OR4190476	Little River Christian Camp	Well	Douglas	NC	30					X				
OR4105082	Lone Rock Court	North Umpqua River	Douglas	NP	14	X	X			X	X		X	X
OR4100492	Lowell, City of	Dexter Lake	Lane	C	1,170	X	X						X	X
OR4100493	Lyons Mehama Water District	North Santiam River	Marion	C	1,300	X	X						X	X
OR4100513	Medford Water Commission (*)	Rogue River	Jackson	C	91,100	X	X			X	X		X	X
OR4100250	Milo Academy	South Umpqua River	Douglas	C	150	X				X				X
OR4100540	Monroe, City of	Long Tom River	Benton	C	615	X	X			X	X		X	X
OR4100550	Myrtle Creek, City of	South Umpqua River	Douglas	C	3,460	X	X	X		X	X		X	X
OR4100551	Myrtle Point, City of (*)	North Fork Coquille River	Coos	C	2,600						X			X
OR4100566	Newport, City of	Big Creek	Lincoln	C	10,160	X							X	X
OR4100580	North Clackamas County Water	Clackamas River	Clackamas	C	87,700	X	X						X	
OR4100581	Oakland, City of (*)	Calapooya Creek	Douglas	C	954					X	X			
OR4194929	On The River RV Park	Well	Douglas	NC	60	X	X	X		X	X			
OR4100587	Ontario, City of	Snake River	Malheur	C	14,465			X	X		X			
OR4191044	OPRD Jm Honeyman Memorial Park	Woahink Lake	Lane	NC	350								X	
OR4100613	Pendleton, City of	Umatilla River	Umatilla	C	17,310		X			X				
OR4100624	Philomath Public Works	Mary's River	Benton	C	4,670						X			
OR4100657	Portland Bureau of Water Works (*)	Bull Run	Clackamas	C	614,059								X	
OR4100672	Powers, City of	South Fork Coquille River	Coos	C	700	X	X						X	
OR4101012	PP&L-Toketee Village	Toketee Lake (N.Umpqua River)	Douglas	C	50	X	X			X	X		X	X
OR4100706	Riddle, City of (*)	Cow Creek	Douglas	C	1,300	X				X				
OR4101445	River Bend West Water	Umpqua River	Douglas	NP	24		X	X	X	X	X			
OR4100717	Roberts Creek Water District	South Umpqua River	Douglas	C	6,500	X	X	X		X	X			
OR4100712	Rogue River, City of	Rogue River	Jackson	C	2,000	X	X			X	X		X	

PWS_ID	PWS Name <sup>(1)</sup>	Drinking Water Source	County	System Type <sup>(2)</sup>	Population Served	Potential risk criteria/factors identified in the Drinking Water Source Area							Waters of Potential Concern for HABS <sup>(4)</sup>	OHA DWS sampling location for Cyanobacteria Toxin (2011-2017)
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							Algae and Aquatic Weeds	Chlorophyll-a	Phosphorus or Nitrates	pH				
OR4194300	Roseburg Forest Products - Dillard	South Umpqua River	Douglas	NTNC	2,000	X	X	X			X	X		
OR4100720	Roseburg, City of (*)	North Umpqua River	Douglas	C	28,800	X					X		X	
OR4100731	Salem Public Works (*)	North Santiam River I.G.	Marion	C	192,000	X	X						X	
OR4100799	Seaside Water Department (*)	Necanicum River/SF	Clatsop	C	6,605									X
OR4100835	Shangri La Water District	Well	Lane	C	200	X								
OR4100811	Sheridan, City of	South Yamhill River	Yamhill	C	5,800				X		X			
OR4100823	Silverton, City of	Silver Creek	Marion	C	9,502						X			
OR4194283	Sleepy Hollow RV Park	Coquille River (Middle Fork)	Coos	NP	17						X			
OR4100302	South Coast Water District Inc.	Siltcoos Lake	Lane	C	200	X	X						X	X
OR4100591	South Fork Water Board - Oregon City	Clackamas River	Clackamas	C	65,000	X	X						X	
OR4100837	Springfield Utility Board (*)	Middle Fork Willamette River	Lane	C	59,500	X	X				X		X	X
OR4100837	Springfield Utility Board (*)	Thurston Well #2 (GU)	Lane	C	59,500	X	X						X	
OR4100843	Stayton Water Supply	North Santiam River	Marion	C	7,830	X	X						X	X
OR4194508	Susan Creek Mobile Home Park	North Umpqua River	Douglas	NP	20	X	X				X	X	X	X
OR4100847	Sutherlin, City of (*)	Calapooya Creek Non-Pariel	Douglas	C	7,930						X			X
OR4100851	Sweet Home, City of	In Foster Lake Dam	Linn	C	9,065		X						X	
OR4100549	Tri-City JW & SA	South Umpqua River	Douglas	C	3,500	X	X	X			X	X	X	X
OR4100719	Umpqua Basin Water Association	North Umpqua River	Douglas	C	8,900	X								
OR4194179	USFS Horseshoe Bend CG	North Umpqua River	Douglas	NC	80	X	X				X	X	X	X
OR4101091	USFS Steamboat Work Center	North Umpqua River	Douglas	NC	20	X	X				X	X	X	X
OR4101092	USFS Tiller Ranger Station	South Umpqua River	Douglas	NTNC	34	X	X				X		X	
OR4192762	USFS Wolf Creek CG Umpqua Nf	Little River	Douglas	NC	10						X			
OR4101095	USFS Wolf Creek Job Corps	Little River	Douglas	C	291						X			
OR4100932	Warrenton, City of (*)	Lewis & Clark River	Clatsop	C	9,080							X		
OR4100939	West Fir, City of	North Fork of Willamette River	Lane	C	240								X	
OR4100953	Willamina, City of	Willamina Creek	Yamhill	C	2,020				X					
OR4100954	Wilsonville, City of (*)	Willamette River	Clackamas	C	22,729			X	X	X	X	X	X	
OR4100957	Winston-Dillard Water District	South Umpqua River	Douglas	C	8,000	X	X	X			X	X		X
OR4194188	Woahink Lake Suites	Woahink Lake	Lane	NP	12								X	
OR4106133	Woahink View Water System	Woahink Lake	Lane	NP	20								X	
OR4101246	Young Life	Current Creek and Well #25	Wasco	C	482									visual
<b>Total per column</b>						<b>49</b>	<b>50</b>	<b>13</b>	<b>16</b>	<b>37</b>	<b>42</b>	<b>60</b>	<b>34</b>	
<b>Total CUMULATIVE DWSS</b>						<b>49</b>	<b>59</b>	<b>62</b>	<b>68</b>	<b>73</b>	<b>86</b>	<b>95</b>	<b>98</b>	

OFFICE OF THE SECRETARY OF STATE  
DENNIS RICHARDSON  
SECRETARY OF STATE  
  
LESLIE CUMMINGS  
DEPUTY SECRETARY OF STATE



ARCHIVES DIVISION  
MARY BETH HERKERT  
DIRECTOR  
  
800 SUMMER STREET NE  
SALEM, OR 97310  
503-373-0701

**TEMPORARY ADMINISTRATIVE ORDER**  
INCLUDING STATEMENT OF NEED & JUSTIFICATION

**PH 231-2018**

CHAPTER 333  
OREGON HEALTH AUTHORITY  
PUBLIC HEALTH DIVISION

**FILED**

06/26/2018 4:39 PM  
ARCHIVES DIVISION  
SECRETARY OF STATE  
& LEGISLATIVE COUNSEL

FILING CAPTION: Cyanotoxin monitoring and testing at public drinking water systems

EFFECTIVE DATE: 07/01/2018 THROUGH 12/27/2018

AGENCY APPROVED DATE: 06/26/2018

CONTACT: Brittany Hall  
503-449-9808  
publichealth.rules@state.or.us

800 NE Oregon St. Suite 930  
Portland, OR 97232

Filed By:  
Brittany Hall  
Rules Coordinator

**NEED FOR THE RULE(S):**

The Oregon Health Authority (Authority) establishes rules for public drinking water systems to ensure all Oregonians have safe drinking water. Cyanobacteria are naturally occurring bacteria in marine and fresh water ecosystems, and may produce cyanotoxins, which at sufficiently high concentrations can pose a risk to public health. Cyanotoxins are currently an unregulated contaminant under the Federal Safe Drinking Water Act and public drinking water systems are not required to monitor and test for the presence of these toxins in drinking water. Recent events have indicated that cyanotoxins are present in certain drinking water systems supplied by water sources that are susceptible to harmful algal blooms that produce the release of cyanotoxins. These rules require water suppliers to monitor for the presence of cyanotoxins in drinking water at public water systems that are supplied by susceptible water sources. Water suppliers must also notify the public of the presence of cyanotoxins in drinking water, report testing results to the Authority and issue health advisories when cyanotoxin advisory levels are exceeded.

**JUSTIFICATION OF TEMPORARY FILING:**

If the Oregon Health Authority (Authority) fails to adopt cyanotoxin monitoring rules applicable to certain water systems there would be no standardized process to determine whether cyanotoxins are present in susceptible water sources and whether those water sources present a risk to public health. A lack of knowledge of the presence of cyanotoxins and process for public water systems to notify the public of the potential public health risks of the presence of cyanotoxins may endanger the health of vulnerable populations and the general public. Failure to immediately take rulemaking action would leave public water suppliers and the Authority without sufficient data to provide adequate actions to ensure safe drinking water and protect public health. These temporary rules will require public water systems to monitor the presence and levels of cyanotoxins in drinking water and standardize a process to timely notify the public of potential risk to health.

The Authority finds that failure to act promptly will result in serious prejudice to the public interest, the Authority, and vulnerable populations including children under the age of six, the elderly and those with illnesses or immune-compromised. These rules need to be adopted promptly so that applicable public drinking water systems are required to

test for cyanotoxins that may pose a risk to public health and timely notify the public and issue health advisories to protect public health.

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DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE:

EPA, Recommendations for Public Water Systems to Manage Cyanotoxins in Drinking Water:  
<https://www.epa.gov/ground-water-and-drinking-water/recommendations-public-water-systems-manage-cyanotoxins-drinking>

Ohio rule regulating harmful algal blooms, Chapter 3745-90: <http://epa.ohio.gov/ddagw/rules#112029992-chapter-3745-90-harmful-algal-blooms>

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RULES:

333-061-0510, 333-061-0520, 333-061-0530, 333-061-0540, 333-061-0550, 333-061-0560, 333-061-0570, 333-061-0580

ADOPT: 333-061-0510

RULE TITLE: Applicability of Cyanotoxin Rules

RULE SUMMARY: 333-061-0510, Applicability of Cyanotoxin Rules: defines which water suppliers are subject to OAR 333-061-0510 to 333-061-0580

RULE TEXT:

(1) Water suppliers subject to OAR 333-061-0510 to 333-061-0580 are those water suppliers operating water systems subject to regulation under OAR 333-061-0010 that:

- (a) Are supplied by a surface water source that is susceptible to harmful algae blooms or release of cyanotoxins; or
- (b) Are supplied by a groundwater source determined by the Authority to be under the direct influence of a surface water source that is susceptible to harmful algae blooms or release of cyanotoxins; or
- (c) Purchase water from another water system that is supplied by a surface water source or a groundwater source determined by the Authority under the direct influence of a surface water that is susceptible to harmful algae blooms or release of cyanotoxins.

(2) A water source is susceptible to harmful algae blooms or release of cyanotoxins when:

- (a) One or more harmful algae blooms have been documented or at least one cyanotoxin was previously detected in the water source or at any location in a public water system supplied by that water source;
- (b) The point of diversion into the water system is downstream of or influenced by another surface water source susceptible to harmful algae blooms or release of cyanotoxins;
- (c) The surface water source is susceptible to cyanotoxins based on a water quality limited listing in the Oregon DEQ Integrated Report and Clean Water Act Section 303(d) list for the limiting factors of algae and aquatic weeds, chlorophyll-a, nitrates, phosphorus, pH, or dissolved oxygen; or
- (d) The Authority determines the source is susceptible to harmful algae blooms and cyanotoxins based on the characteristics of the source, including, but not limited to, slow moving or stagnant water, or available sources of nutrients.

(3) The Authority may, in its discretion, exempt a water supplier that would otherwise be subject to OAR 333-061-0510 to 333-061-0580 if the water supplier submits sufficient evidence, including but not limited to, water quality data, watershed characteristics, and environmental conditions such that the Authority determines that the water source has a low susceptibility to cyanotoxins when considered with any other information available to the Authority.



(4) A water supplier subject to OAR 333-061-0510 to 333-061-0580 under this rule must begin monitoring as described in OAR 333-061-0510 to 333-061-0580 beginning the week of July 15, 2018.

STATUTORY/OTHER AUTHORITY: 448.131, 448.150, ORS 448.123

STATUTES/OTHER IMPLEMENTED: 448.150, ORS 448.123

ADOPT: 333-061-0520

RULE TITLE: Definitions

RULE SUMMARY: 333-061-0520, Definitions: defines terms used in OAR 333-061-0510 to 333-061-0580.

RULE TEXT:

Except as follows, or unless the context indicates otherwise, the definitions in OAR 333-061-0020 shall apply to OAR 333-061-0510 to 333-061-0580. In addition, the following definitions apply to OAR 333-061-0510 to 333-061-0580:

- (1) "Confirmation sample" means a finished water sample taken on a different day but the same location and analyzed by the same method.
- (2) "Cyanobacteria" are photosynthetic bacteria that share some properties with algae and are found naturally in freshwater and saltwater. Some species of cyanobacteria can produce toxins, which are known to be harmful to human health above certain concentrations.
- (3) "Cyanotoxins" means total microcystins and cylindrospermopsin produced by cyanobacteria.
- (4) "Detected" or "detection" means an analytical result that is equal to or greater than the reporting limit for the analytical method being used.
- (5) "Distribution sampling points" means representative points in the distribution system.
- (6) "Finished water sampling point" means each entry point to the distribution system which is representative of the water intended for distribution and consumption without further treatment, except as necessary to maintain water quality in the distribution system (for example, booster chlorination).
- (7) "Harmful algae bloom" means a dense colony of cyanobacteria that can rapidly multiply in surface waters when environmental conditions are favorable for growth.
- (8) "Health advisory level" is the concentration of a cyanotoxin determined by the US Environmental Protection Agency, as specified in OAR 333-061-0530(1), at or below which adverse health effects are not expected to occur if consuming water containing cyanotoxins at this concentration for up to 10 days.
- (9) "Monitoring" means collecting a sample, having it analyzed by a competent lab, and reporting the results to the Authority.
- (10) "Raw water sampling point" means a sampling point on each water source intake in use prior to any treatment, or another raw water sampling point acceptable to the Authority.
- (11) "Subject water suppliers" means a water supplier subject to OAR 333-061-0010 and OAR 333-061-0510 to 333-061-0580 as described in OAR 333-061-0510.
- (12) "Vulnerable people" means formula-fed infants, people under the age of six, pregnant women, nursing mothers, the elderly, those receiving dialysis treatment, those with pre-existing liver conditions, and other sensitive populations.

STATUTORY/OTHER AUTHORITY: ORS 448.123, 448.131, 448.150

STATUTES/OTHER IMPLEMENTED: ORS 448.123, 448.150

ADOPT: 333-061-0530

RULE TITLE: Health Advisory Levels

RULE SUMMARY: 333-061-0530, Health Advisory Levels: identifies levels for cyanotoxins, above which a health advisory is issued.

RULE TEXT:

(1) The health advisory levels are as follows:

(a) Total Microcystins: 0.3 ug/L for vulnerable people; 1.6 ug/L for people aged 6 and older.

(b) Cylindrospermopsin: 0.7 ug/L for vulnerable people; 3 ug/L for people aged 6 and older.

(2) Exceeding a health advisory level in a sample collected from a finished water sampling point or a distribution sampling point requires additional monitoring and public notification as prescribed by OAR 333-061-0540(4) and OAR 333-061-0570.

STATUTORY/OTHER AUTHORITY: ORS 448.123, 448.131, 448.150

STATUTES/OTHER IMPLEMENTED: ORS 448.123, 448.150

ADOPT: 333-061-0540

RULE TITLE: Cyanotoxin Monitoring

RULE SUMMARY: 333-061-0540, Cyanotoxin Monitoring: defines when and how water suppliers must monitor for cyanotoxins.

RULE TEXT:

Subject water suppliers must monitor for cyanotoxins as follows.

(1) Water suppliers with raw water intakes must monitor at raw water sampling points as follows:

(a) From May 1 through October 31 water suppliers shall monitor at the raw water sampling point at least once every two weeks for cyanotoxins.

(b) If cyanotoxin levels are greater than or equal to 0.3 ug/L, or there is a recreational harmful algae bloom advisory in a water body upstream, water suppliers must immediately increase monitoring to weekly.

(c) Water suppliers may resume raw water monitoring every two weeks if cyanotoxin levels are less than 0.3 ug/L in at least two consecutive weekly samples.

(2) Water suppliers with raw water intakes must monitor at finished water sampling points as follows:

(a) If cyanotoxin levels are greater than or equal to 0.3 ug/L at the raw water sampling point, water suppliers must monitor finished water weekly, beginning within 24 hours of receiving raw water results.

(b) If any finished water sample detects cyanotoxins, water suppliers must immediately begin monitoring finished water daily.

(c) Water suppliers may resume weekly finished water monitoring if cyanotoxins are not detected in two consecutive daily samples collected at the finished water sampling point.

(d) Finished water monitoring may be discontinued if both cyanotoxin levels are less than 0.3 ug/L in two consecutive samples of the raw water and is not detected in any finished or distribution sample.

(3) Revised cyanotoxin monitoring frequency. The cyanotoxin monitoring frequency may be revised (decreased, increased or discontinued) at the discretion of the Authority. When establishing the revised schedule, the Authority may consider cyanotoxin data collected in accordance with this rule, locations of intakes and dilution factors for raw water monitoring of sources downstream of a harmful algae bloom, operational changes made, and other information provided by the water supplier.

(4) Monitoring following a cyanotoxin health advisory level exceedance in finished water.

(a) If the cyanotoxin concentration exceeds a health advisory level in a finished water sample, the water supplier must collect a finished water confirmation sample as soon as practical, but no later than 24 hours after receiving results.

(b) Distribution sampling. A water supplier with a confirmed finished water result greater than or equal to 0.3 ug/L for total microcystins or greater than or equal to 0.7 ug/L for cylindrospermopsin, and all water suppliers that purchase water from a water supplier with an exceedance, shall monitor daily at representative sites in the distribution system within 24 hours of receiving the confirmation sample result. Additional distribution system monitoring may be required by the Authority based on sampling results and other relevant circumstances.

(c) Once the health advisory is lifted as permitted under OAR 333-061-0570(4), water suppliers must monitor no less frequently than prescribed in sections (1) and (2) of this rule.

(5) Monitoring extension. Upon a request from a water supplier, the Authority may agree to extend the 24-hour monitoring timeline required pursuant to this rule on a case-by-case basis when the water supplier has a logistical problem timely collecting or analyzing samples in accordance with the requirements of OAR 333-061-0510 to 333-061-0580. When an extension is agreed to by the Authority, the Authority shall specify in writing how much time the water supplier has to monitor. Examples of potential logistical problems include, but are not limited to:

(a) Extreme weather conditions that create unsafe travel or on-site conditions for the person collecting the sample.

(b) Limited laboratory capacity on weekends and holidays.

STATUTORY/OTHER AUTHORITY: ORS 448.123, 448.131, 448.150

STATUTES/OTHER IMPLEMENTED: ORS 448.123, 448.150

ADOPT: 333-061-0550

RULE TITLE: Analytical Methods

RULE SUMMARY: 333-061-0550, Analytical Methods: identifies how cyanotoxin monitoring water samples must be analyzed by drinking water laboratories.

RULE TEXT:

(1) A water supplier shall ensure that cyanotoxin samples are analyzed using the Enzyme-linked immunosorbent assay (ELISA) for the specific cyanotoxin, EPA method 546, or another method approved in writing by the Authority.

(2) After December 31, 2018, to analyze samples required by OAR 333-061-0510 to 333-061-0580, a water supplier must use a laboratory accredited according to OAR chapter 333, division 64 and the Oregon Environmental Laboratory Accreditation Program (ORELAP), or the Oregon Department of Environmental Quality Laboratory.

STATUTORY/OTHER AUTHORITY: ORS 448.123, 448.131, 448.150

STATUTES/OTHER IMPLEMENTED: ORS 448.123, 448.150

ADOPT: 333-061-0560

RULE TITLE: Reporting

RULE SUMMARY: 333-061-0560, Reporting: requires water suppliers to notify purchasing water systems when advisory levels are exceeded and requires laboratories and water suppliers to report laboratory results to the Authority.

RULE TEXT:

(1) If the cyanotoxin concentration exceeds a health advisory level in the confirmation sample collected at any finished water sampling point in accordance with OAR 333-061-540(2), the water supplier shall notify all purchasing systems served by the water supplier as soon as practical but no later than 24 hours after receiving the confirmation sample results.

(2) Mandatory reporting requirements for laboratories:

(a) Laboratories must report validated results of any analysis that exceeds a health advisory level directly to the Authority and to the water supplier as soon as possible but no later than 24 hours or one business day of validating results, or within 72 hours or three business days post analysis.

(b) Subcontracted laboratories must report validated results of any analysis that exceeds the health advisory level directly to their client laboratory as soon as practical but no later than 24 hours or one business day of validating results, or within 72 hours or three business days post analysis.

(3) The water supplier shall:

(a) Ensure that laboratories conducting the testing report as described in section (2) of this rule; and

(b) Report to the Authority any analytical result used to determine whether an advisory may be lifted pursuant to OAR 333-061-0570(4) within 24 hours; and

(c) Report to the Authority any analytical result that changes the frequency of monitoring pursuant to OAR 333-061-0540 within 24 hours;

(d) Report to the Authority all other analytical results less than the health advisory levels within 10 days of the end of the month the sample results were received.

(4) Analyses required by OAR 333-061-0540 must be uploaded by the laboratory to the Authority in an approved XML format, or submitted in a format approved by the Authority.

STATUTORY/OTHER AUTHORITY: ORS 448.123, 448.131, 448.150

STATUTES/OTHER IMPLEMENTED: ORS 448.123, 448.150

ADOPT: 333-061-0570

RULE TITLE: Public Notification

RULE SUMMARY: 333-061-0570, Public Notification: identifies how and when water suppliers must notify the public of monitoring results and the standard language to be used.

RULE TEXT:

Subject water suppliers must notify the public as follows.

- (1) Issuance of a Health Advisory. If cyanotoxin levels from a confirmation sample in finished water or in the distribution system exceed any health advisory level, the water supplier and any suppliers that purchase water from that system must issue a health advisory as soon as possible, but no later than 24 hours of receipt of results. The public notification shall include, at a minimum, the cyanotoxin and health advisory level exceeded, the sample collection dates, dates results were received, locations of the samples, and the standard health effects language in section (6) of this rule.
- (2) The Authority may allow a water supplier additional time to issue an advisory, in order to await additional results or implement operational changes to reduce cyanotoxin levels, including but not limited to switching sources and optimizing treatment. If the Authority allows additional time, the water supplier shall issue public notification to all customers within 24 hours of receiving the confirmation sample results. The notification must include the date the samples were collected, the dates results were received, whether the sample was collected at the finished water sampling point or in the distribution, the results of the analyses, and steps the water supplier is taking to minimize risk to public health.
- (3) The Authority may allow the water supplier to limit distribution of the health advisory in accordance with OAR 333-061-0042(1)(b).
- (4) Unless otherwise specified by the Authority based on public health and safety considerations, a health advisory shall remain in effect until the following occur:
  - (a) Cyanotoxin concentrations are below the applicable health advisory level in two consecutive samples collected a minimum of 24 hours apart at the finished water sampling point; and
  - (b) Cyanotoxin concentrations are below the applicable health advisory level in two consecutive sets of samples collected at representative distribution sampling points.
- (5) Consumer confidence report. Each water supplier that detects a cyanotoxin in a sample collected at a finished water sampling point or a distribution sampling point collected within its water system in accordance with OAR 333-061-0540 shall include the following in the consumer confidence report required by OAR 333-061-0043:
  - (a) The range of levels detected and highest single measurement of cyanotoxin concentration in samples collected at finished water sampling points and distribution sampling points, the cyanotoxin health advisory level, and whether an advisory was required to be issued.
  - (b) Information regarding the major source of the contaminant using definitions found in OAR 333-061-0520(2), (3), and (7).
  - (c) Standard health effects language in section (6) of this rule.
- (6) Standard health effects language. Water suppliers shall include the following standard health effects language in public notification and consumer confidence reports: "Consuming water containing concentrations of cyanotoxins over the health advisory level for more than 10 days may result in upset stomach, diarrhea, vomiting, as well as liver or kidney damage. Formula-fed infants, children younger than six, pregnant women, nursing mothers, the elderly, those receiving dialysis treatment and those with pre-existing liver conditions may be more susceptible than the general population to the health effects of cyanotoxins. Seek medical attention if you or your family members experience illness."

STATUTORY/OTHER AUTHORITY: ORS 448.123, 448.131, 448.150

STATUTES/OTHER IMPLEMENTED: ORS 448.123, 448.150

ADOPT: 333-061-0580

RULE TITLE: Record Keeping

RULE SUMMARY: 333-061-0580, Record Keeping: identifies record keeping requirements for water suppliers.

RULE TEXT:

(1) Subject water suppliers shall retain, on its premises or at a convenient location near its premises, records of cyanotoxin analyses made pursuant to OAR 333-061-0510 to 333-061-0580 for not less than 10 years. Actual laboratory reports may be kept, or data may be transferred to tabular summaries, provided that the following information is included:

- (a) The date, place and time of sampling, and the name of the person who collected the sample;
- (b) Identification of the sample as to whether it was collected at a raw, finished or distribution sampling point;
- (c) Date of analysis;
- (d) Laboratory and person responsible for performing analysis;
- (e) The analytical method used; and
- (f) The results of the analysis.

(2) Subject water suppliers shall retain, on its premises or at a convenient location near its premises, health advisories issued in accordance with OAR 333-061-0510 to 333-061-0580, and consumer confidence reports issued in accordance with OAR 333-061-0510 to 333-061-0580 and OAR 333-061-0043, for not less than 10 years.

STATUTORY/OTHER AUTHORITY: ORS 448.123, 448.131, 448.150

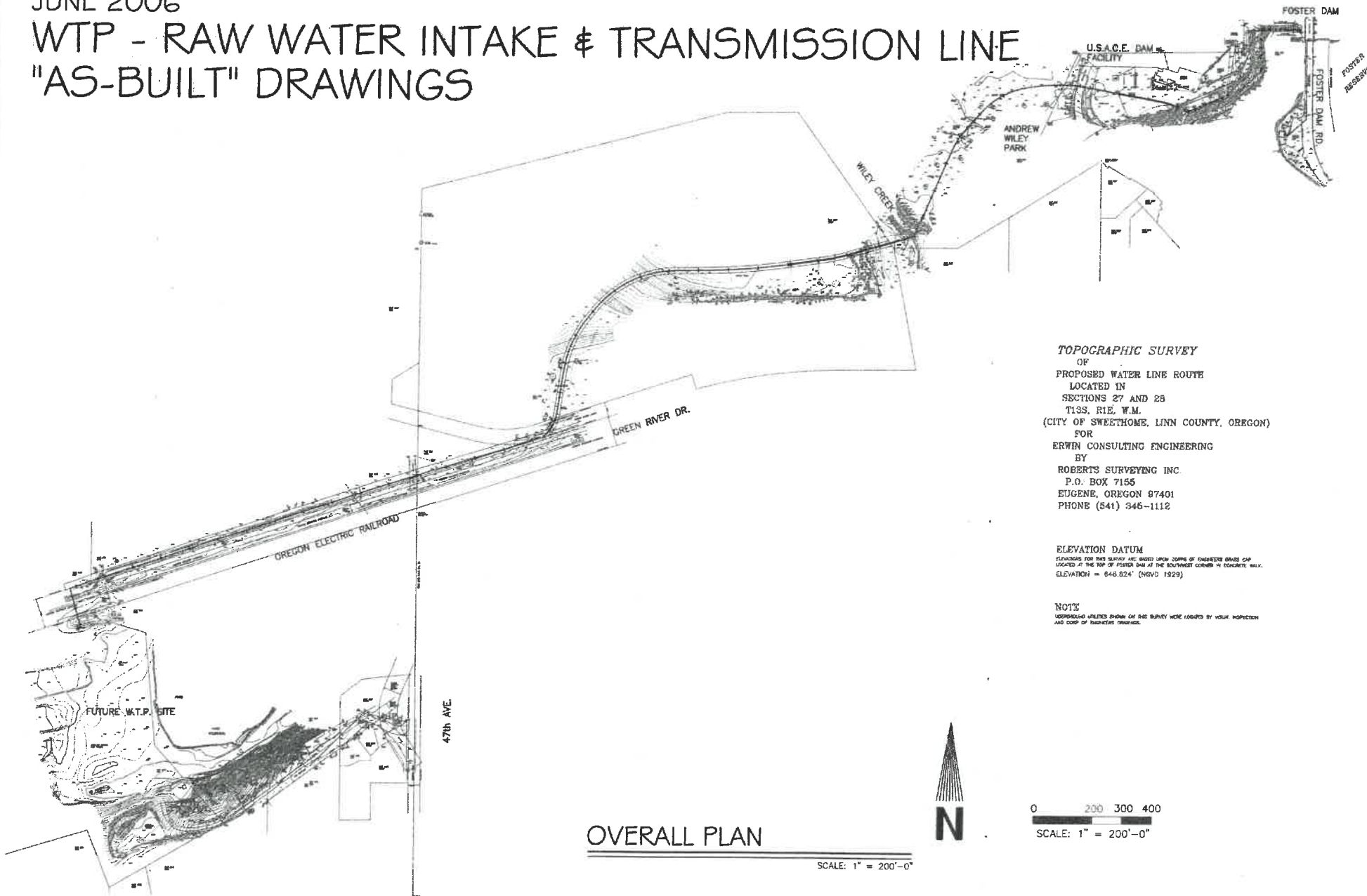
STATUTES/OTHER IMPLEMENTED: ORS 448.123, 448.150



# CITY OF SWEET HOME, OREGON

JUNE 2006

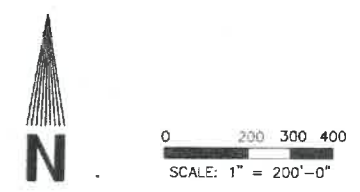
## WTP - RAW WATER INTAKE & TRANSMISSION LINE "AS-BUILT" DRAWINGS



TOPOGRAPHIC SURVEY  
OF  
PROPOSED WATER LINE ROUTE  
LOCATED IN  
SECTIONS 27 AND 28  
T13S, R1E, W1M.  
(CITY OF SWEETHOME, LINN COUNTY, OREGON)  
FOR  
ERWIN CONSULTING ENGINEERING  
BY  
ROBERTS SURVEYING INC.  
P.O. BOX 7155  
EUGENE, OREGON 97401  
PHONE (541) 346-1112

ELEVATION DATUM  
ELEVATIONS FOR THIS SURVEY ARE BASED UPON CORNER OF ENGINEER'S GRADE CAP  
LOCATED AT THE TOP OF FOSTER DAM AT THE SOUTHWEST CORNER IN CONCRETE WALL.  
ELEVATION = 846.824' (NGVD 1929)

NOTE  
UNRECORDED UTILITIES SHOWN ON THIS SURVEY WERE LOCATED BY VISUAL INSPECTION  
AND CORP OF TRANSMISSION DRAWINGS.

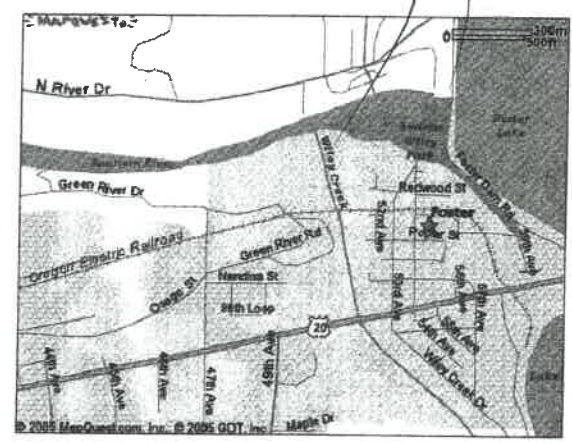


OVERALL PLAN  
SCALE: 1" = 200'-0"

LEGEND			
CENTERLINE	— — — — —	FLOW ARROW	→ →
FENCE	— — — — —	NEW WATER	— — — — —
PROPERTY LINE	— — — — —	CULVERTS	— — — — —
O.H. ELECTRIC	— — — — —	NEW FENCE	— — — — —
ELECTRIC	— — — — —	TELEPHONE PED.	TPED
TELEPHONE	— — — — —	POWER POLE	PP
GAS	— — — — —	MAILBOX	MB
EX-WATER	— — — — —	PAPERBOX	PB
SAN. EASEMENT	— — — — —	FOUND MONUMENTS	•
SHEET LINES	— — — — —		
DETAIL	DETAIL NUMBER SHEET NUMBER		

SHEET INDEX	
SHEET	DESCRIPTION
1	COVER SHEET
2	STA. 0+00 - 4+16.70 AIR WASH LINE
3	STA. 0+00 - 1+50 RAW WATER TRANSMISSION LINE
4	STA. 0+00 - 5+00 RAW WATER TRANSMISSION LINE
5	STA. 5+00 - 11+00 RAW WATER TRANSMISSION LINE
6	STA. 11+00 - 16+00 RAW WATER TRANSMISSION LINE
7	STA. 16+00 - 21+00 WILEY CREEK CROSSING
8	STA. 21+00 - 26+00 RAW WATER TRANSMISSION LINE
9	STA. 26+00 - 31+00 RAW WATER TRANSMISSION LINE
10	STA. 31+00 - 36+00 RAW WATER TRANSMISSION LINE
11	STA. 36+00 - 42+00 RAW WATER TRANSMISSION LINE
12	STA. 42+00 - 48+00 RAW WATER TRANSMISSION LINE
13	STA. 48+00 - 50+68.25 RAW WATER TRANSMISSION LINE
<b>DETAILS AND NOTES</b>	
4	DAM INTAKE DETAILS
15	BUILDING/AIR WASH DETAILS
16	WATER LINE DETAILS
17	WATER LINE DETAILS
18	PIPE SUPPORT DETAILS
19	EROSION/SEDIMENT CONTROL PLAN
20	REVEGETATION PLAN
21	GENERAL NOTES
22	BORE LOGS
E1	ELECTRICAL PLANS AND DIAGRAMS

### PROJECT SITE



VICINITY MAP

**RECORD DRAWINGS**

Revisions Prepared by: *JEE* Date: 10/23/07

THESE RECORD DRAWINGS HAVE BEEN PREPARED, IN PART, ON THE BASIS OF INFORMATION COMPILED BY OTHERS. THEY ARE NOT INTENDED TO REPRESENT IN DETAIL THE EXACT LOCATION, TYPE OF COMPONENT, NOR MANNER OF CONSTRUCTION. THE ENGINEER WILL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH HAVE BEEN INCORPORATED INTO THE RECORD DRAWINGS.



**VERIFY SCALE**  
BAR IS ONE (1) INCH  
ON ORIGINAL DRAWING  
IF NOT ONE INCH ON THIS SHEET  
ADJUST THE SCALE ACCORDINGLY

No.	REVISIONS	BY
1	01/12/06	RQ
2	04/25/06	MM
3	06/04/06	MM
4	10/25/07	MM
5		
6		
7		

**ERWIN CONSULTING ENGINEERING**

JON ERWIN, P.E.  
Consultant - Civil Engineer  
(541) 259-2190

33923 Bond Rd.  
LEBANON, OREGON 97355

**SWEET HOME WTP - RAW WATER LINE  
SWEET HOME, OREGON**

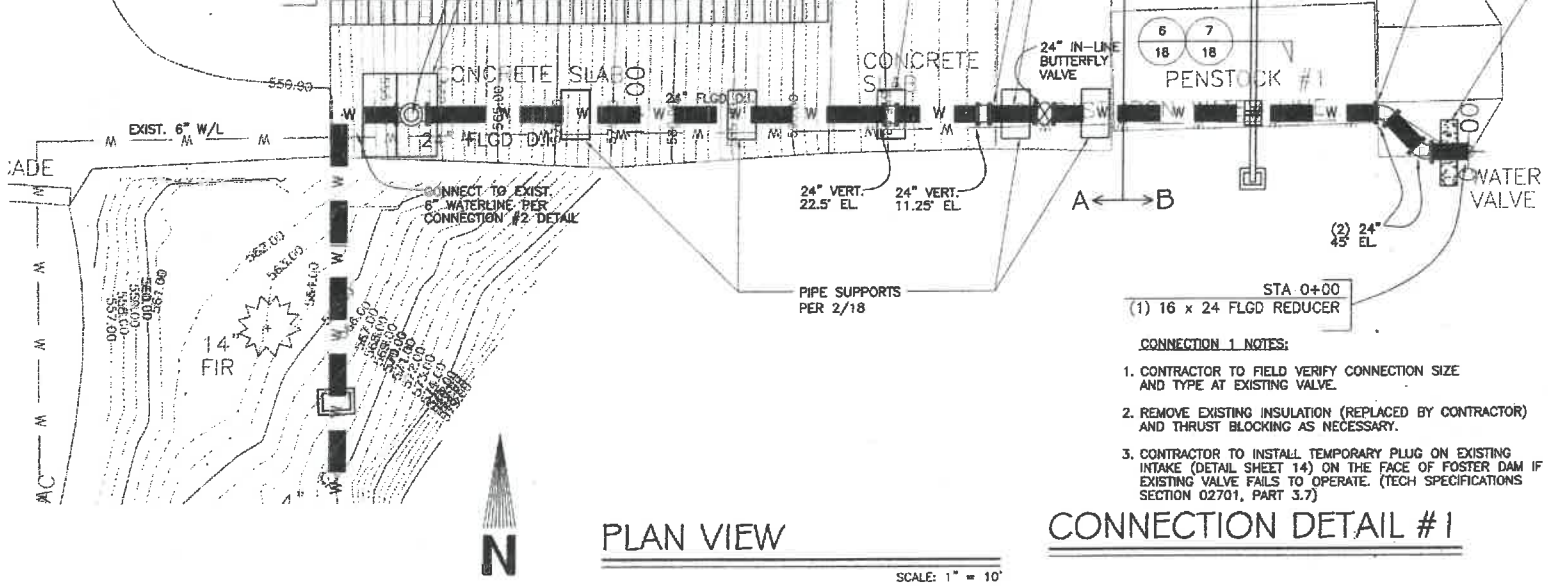
**COVER SHEET**

Date: JUNE 06  
Scale: As Noted  
Drawn: M. McCall  
Job: P-1170  
Sheet: 1



# CONNECTION #2

- STA 1+25  
SEE DETAIL - THIS SHEET  
(1) 24" x 24" FLGD TEE  
(INSTALLED VERTICALLY)  
(1) 24"x12" REDUCER (FLG X FLG)  
(1) 12"x6" REDUCER (FLG X FLG)  
(2) 6" 45° BEND (FLGD)  
(2) 6" 22.5° BEND (MxM)  
(1) 6" B.F. VALVE (FLG X FLG)  
APPROX. 15 L.F. OF 6" D.I. PIPE (FLGD)

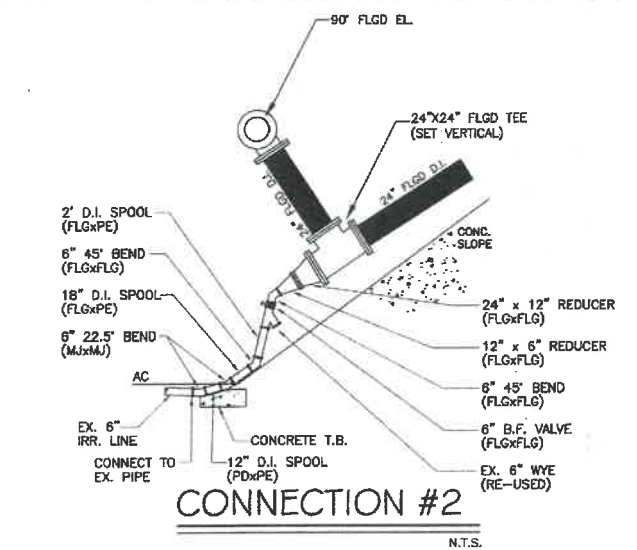
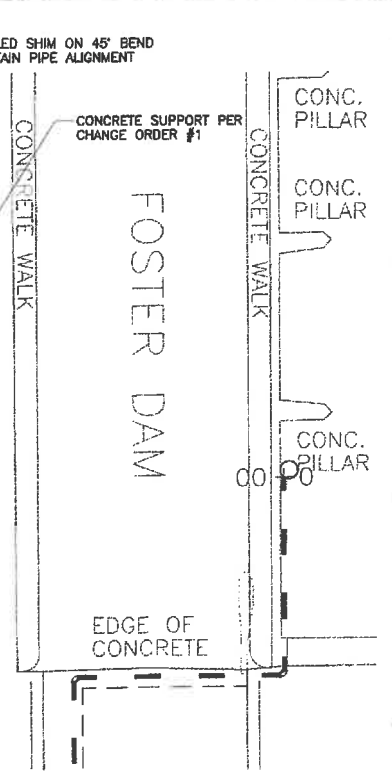


PLAN VIEW

SCALE: 1" = 10'

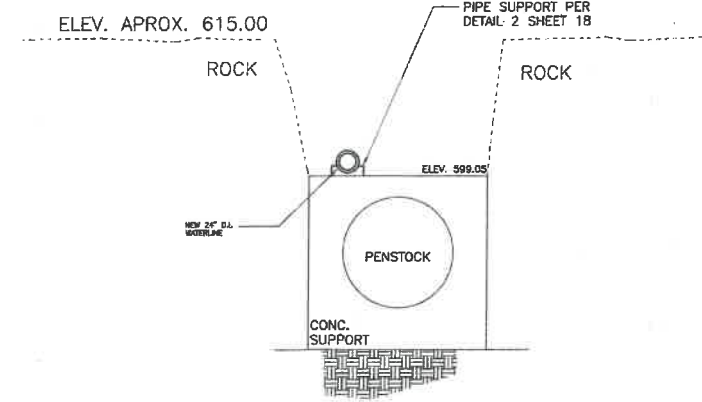
## CONNECTION DETAIL #1

- STA 0+00  
(1) 16" x 24" FLGD REDUCER
- CONNECTION #1 NOTES:
- CONTRACTOR TO FIELD VERIFY CONNECTION SIZE AND TYPE AT EXISTING VALVE.
  - REMOVE EXISTING INSULATION (REPLACED BY CONTRACTOR) AND THRUST BLOCKING AS NECESSARY.
  - CONTRACTOR TO INSTALL TEMPORARY PLUG ON EXISTING INTAKE (DETAIL SHEET 14) ON THE FACE OF FOSTER DAM IF EXISTING VALVE FAILS TO OPERATE. (TECH SPECIFICATIONS SECTION 02701, PART 3.7)



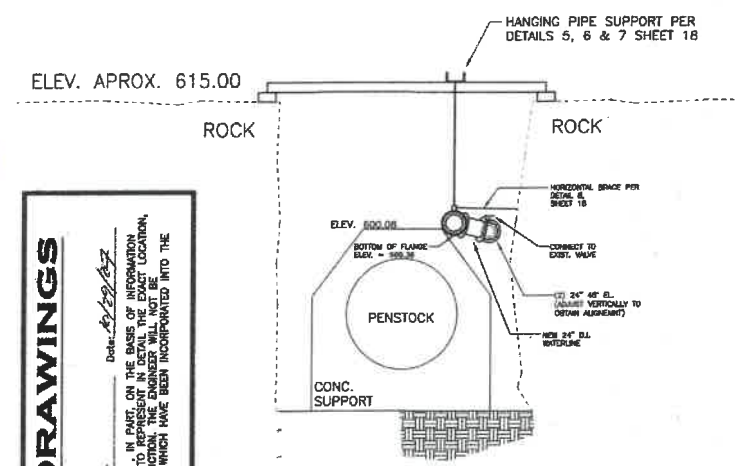
## CONNECTION #2

N.T.S.



## CROSS SECTION A-A

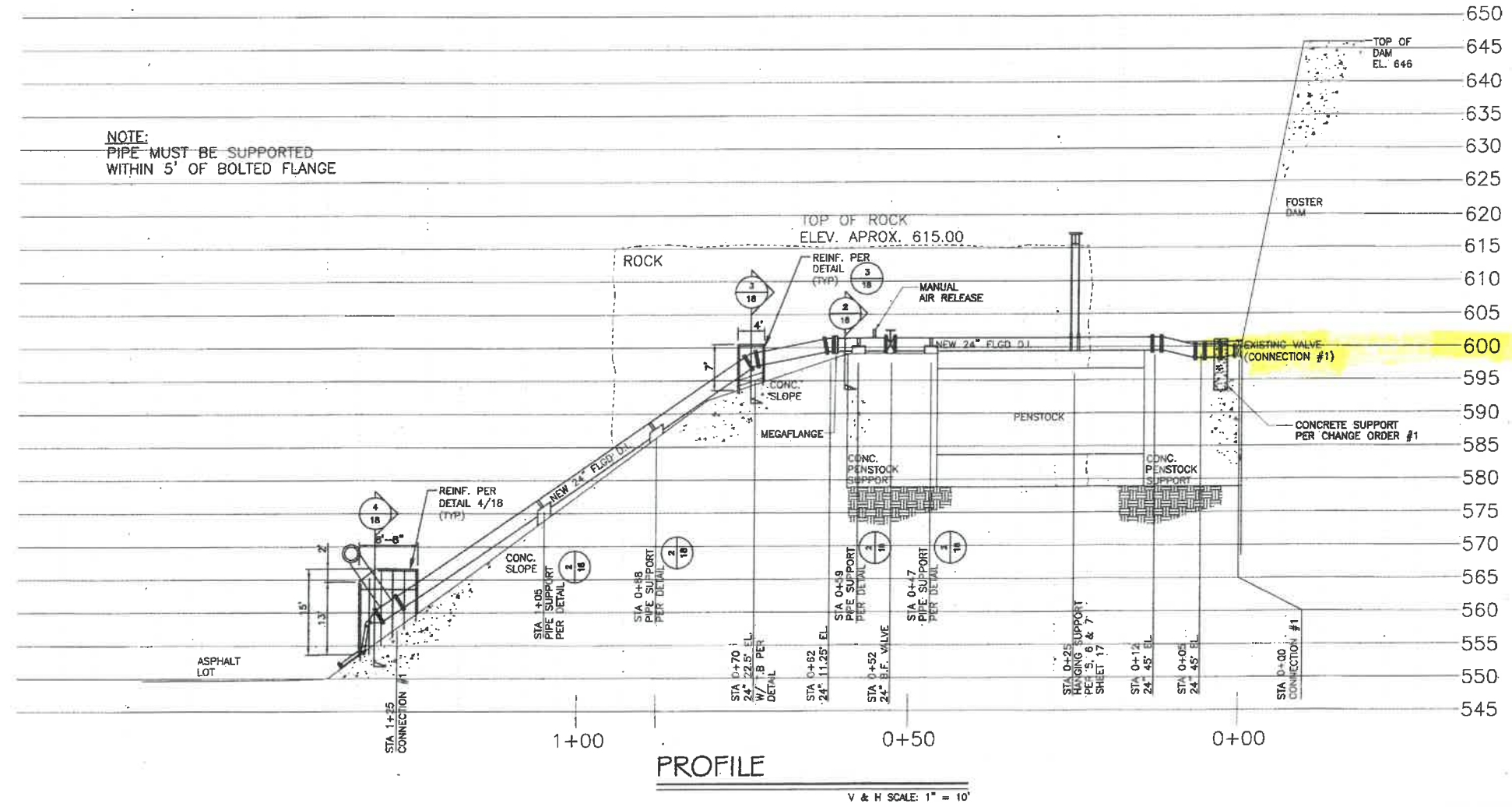
SCALE: 1" = 10'



## CROSS SECTION B-B

SCALE: 1" = 10'

NOTE:  
PIPE MUST BE SUPPORTED  
WITHIN 5' OF BOLTED FLANGE



## PROFILE

V & H SCALE: 1" = 10'

**RECORD DRAWINGS**

Revisions Prepared by: *[Signature]* Date: *[Date]*

THESE RECORD DRAWINGS HAVE BEEN PREPARED, IN PART, ON THE BASIS OF INFORMATION PROVIDED BY THE CONTRACTOR. THE CONTRACTOR IS RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED AND FOR THE CORRECTNESS OF THE RECORD DRAWINGS.



**VERIFY SCALE**  
BAR IS ONE (1) INCH  
ON ORIGINAL DRAWING  
IF NOT ONE INCH ON THIS SHEET  
ADJUST THE SCALE ACCORDINGLY

No.	REVISIONS	BY
1	01/12/06	RQ
2	04/25/06	MM
3	06/04/06	MM
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**ERWIN CONSULTING ENGINEERING**

JON ERWIN, P.E.  
Consultant - Civil Engineer  
(541) 259-2190

33923 Bond Rd.  
LEBANON, OREGON 97355

**SWEET HOME WTP - RAW WATER LINE**  
**SWEET HOME, OREGON**  
STA: 0+00 - 1+00  
**PLAN AND PROFILE**

Date: JUNE 06  
Scale: As Noted  
Drawn: M. McCall  
Job: P-1170  
Sheet: 3  
of 22 Sheets

No.	REVISIONS	BY
1	01/12/06	RQ
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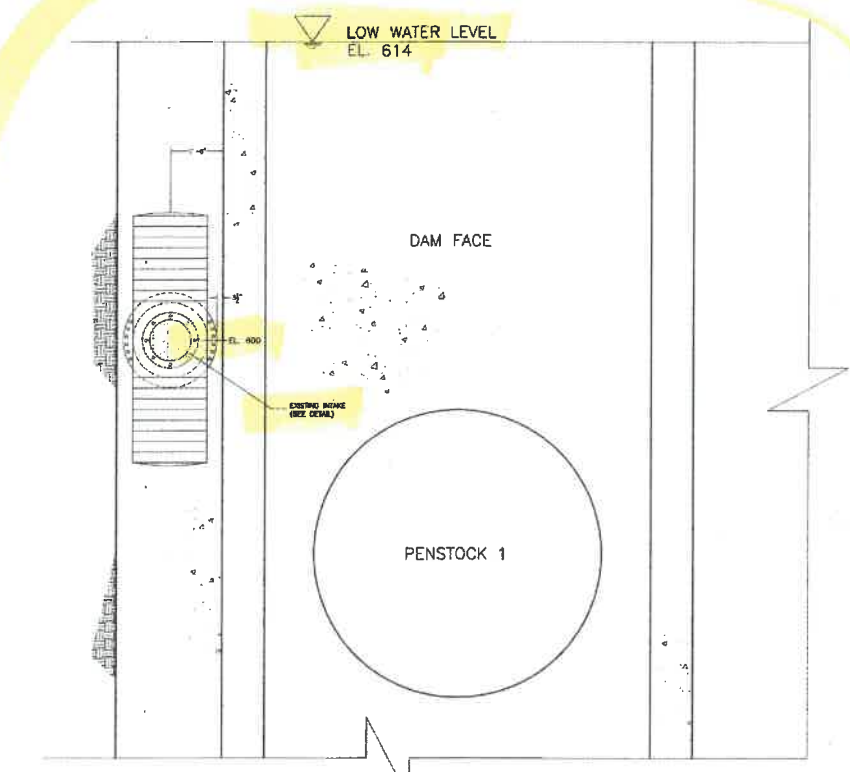
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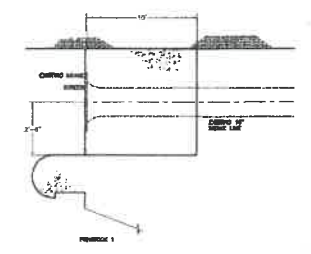
**SWEET HOME WTP - RAW WATER LINE  
 SWEET HOME, OREGON**

**DAM INTAKE DETAILS**

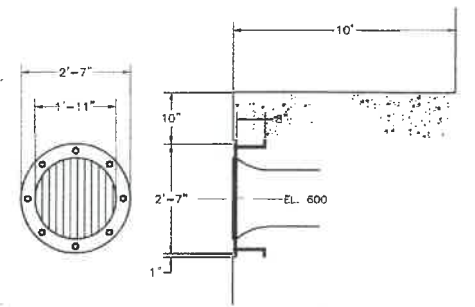
Date: JUNE 06  
 Scale: As Noted  
 Drawn: M. McCall  
 Job: P-1170  
 Sheet: 14  
 of 22 Sheets



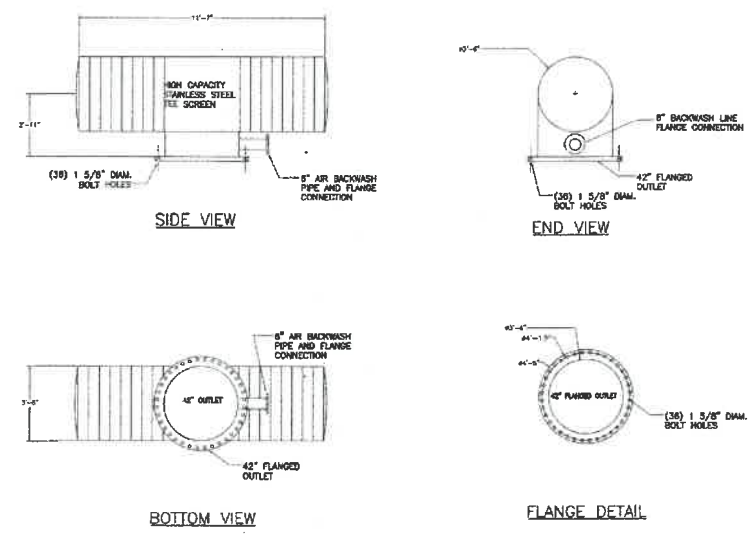
**DAM & PROPOSED INTAKE SCREEN**  
 SCALE: 1/4" = 1'



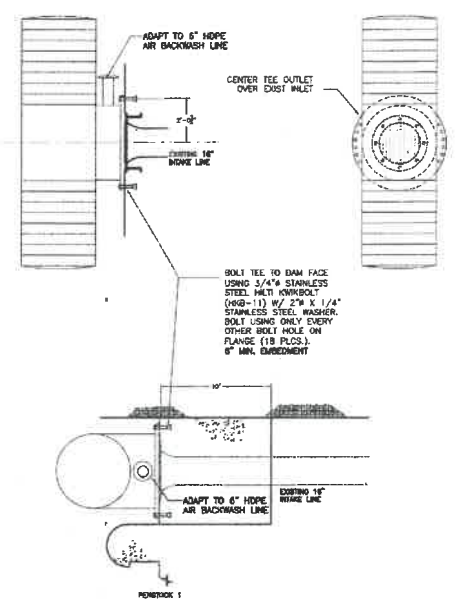
**EXIST. INTAKE - PLAN VIEW**  
 (FROM U.S.A.C.E. FOSTER RESERVOIR  
 DRAWING 69(F5D-10.0-2-49))  
 SCALE: 1/4" = 1'



**EXIST. INTAKE DETAIL**  
 (FROM U.S.A.C.E. FOSTER RESERVOIR  
 DRAWING 69(F5D-10.0-2-49))  
 SCALE: 1/2" = 1'

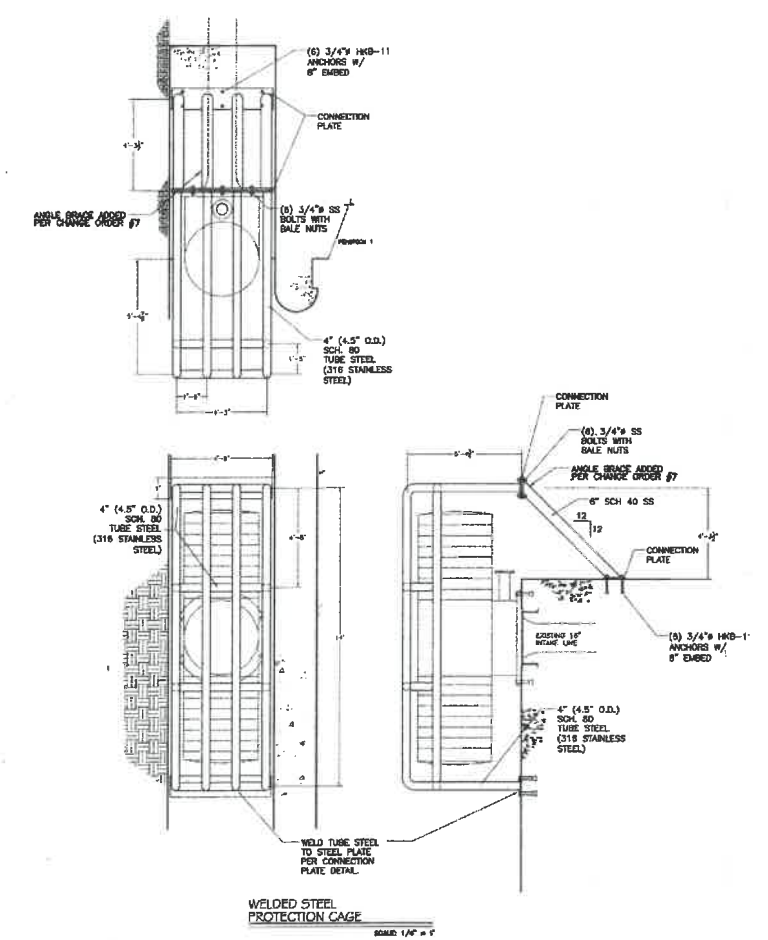


**TEE INTAKE SCREEN DETAIL**  
 SCALE: 1/2" = 1'

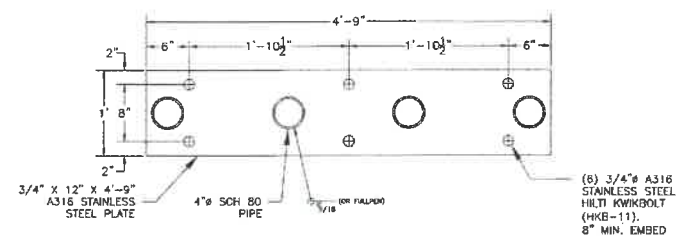


**MOUNTING DETAIL**  
 SCALE: 1/2" = 1'

**NOTE:**  
 ALL UNDERWATER INSTALLATIONS SHALL BE COMPLETED WITH A "NO FLOW" SITUATION THROUGH THE EXISTING INTAKE LINE. IF THE EXISTING VALVE AT STA 0+00 FAILS TO OPERATE, THE CONTRACTOR SHALL INSTALL A TEMPORARY PLUG OVER THE EXISTING INTAKE. WITH THE PLUG IN PLACE, THE NEW 24" WATERLINE SHALL BE INSTALLED TO THE 24" BUTTERFLY VALVE AT STA: 0+53.



**WELDED STEEL PROTECTION CAGE**  
 SCALE: 1/4" = 1'



**CONNECTION PLATE DETAIL**  
 SCALE: 1" = 1'

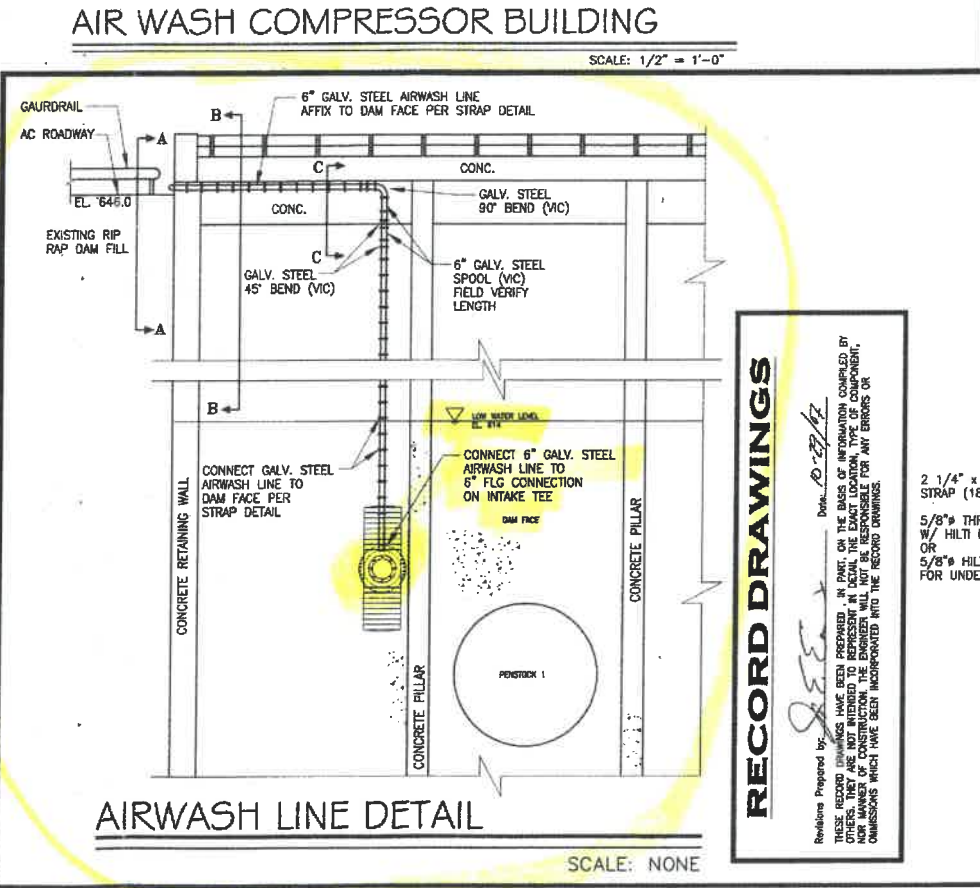
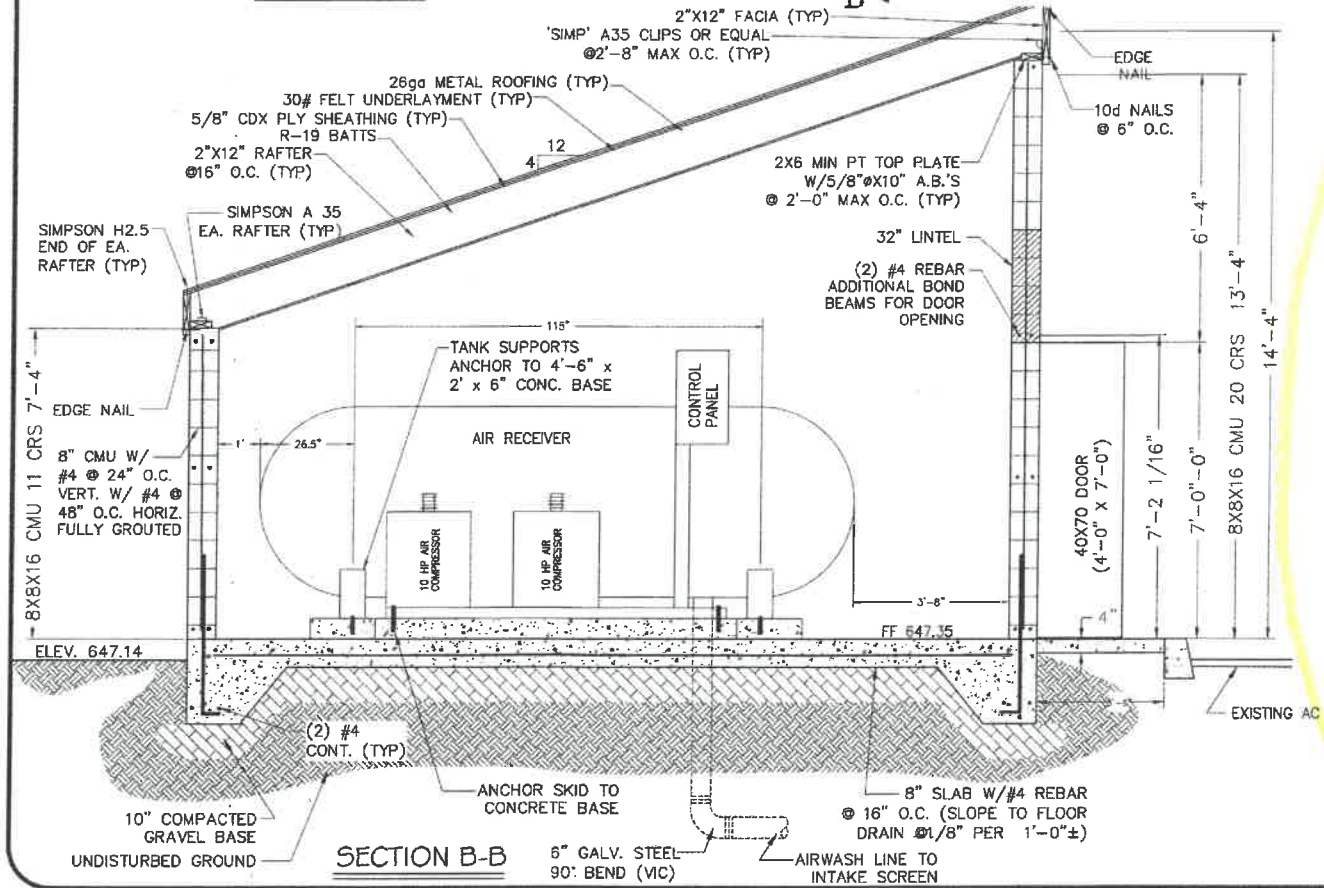
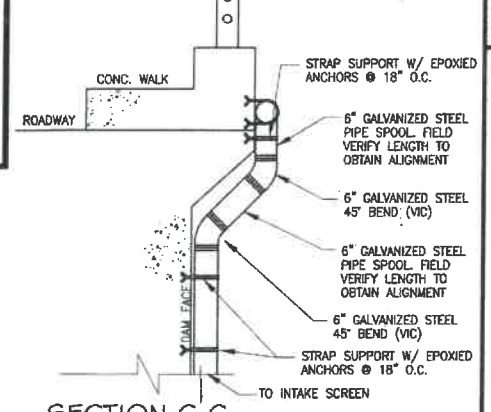
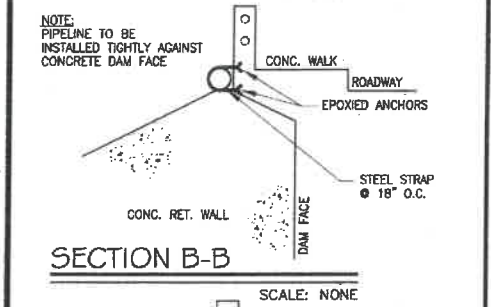
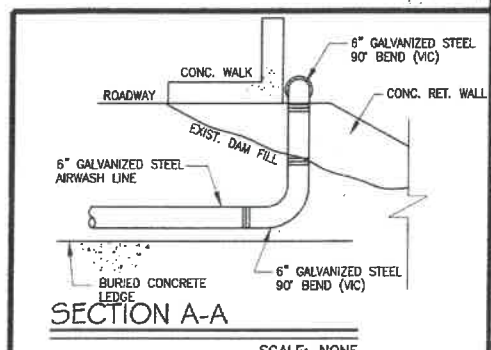
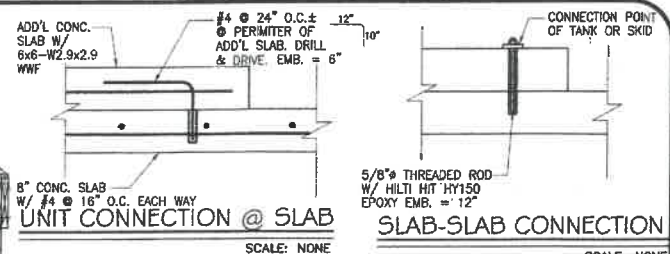
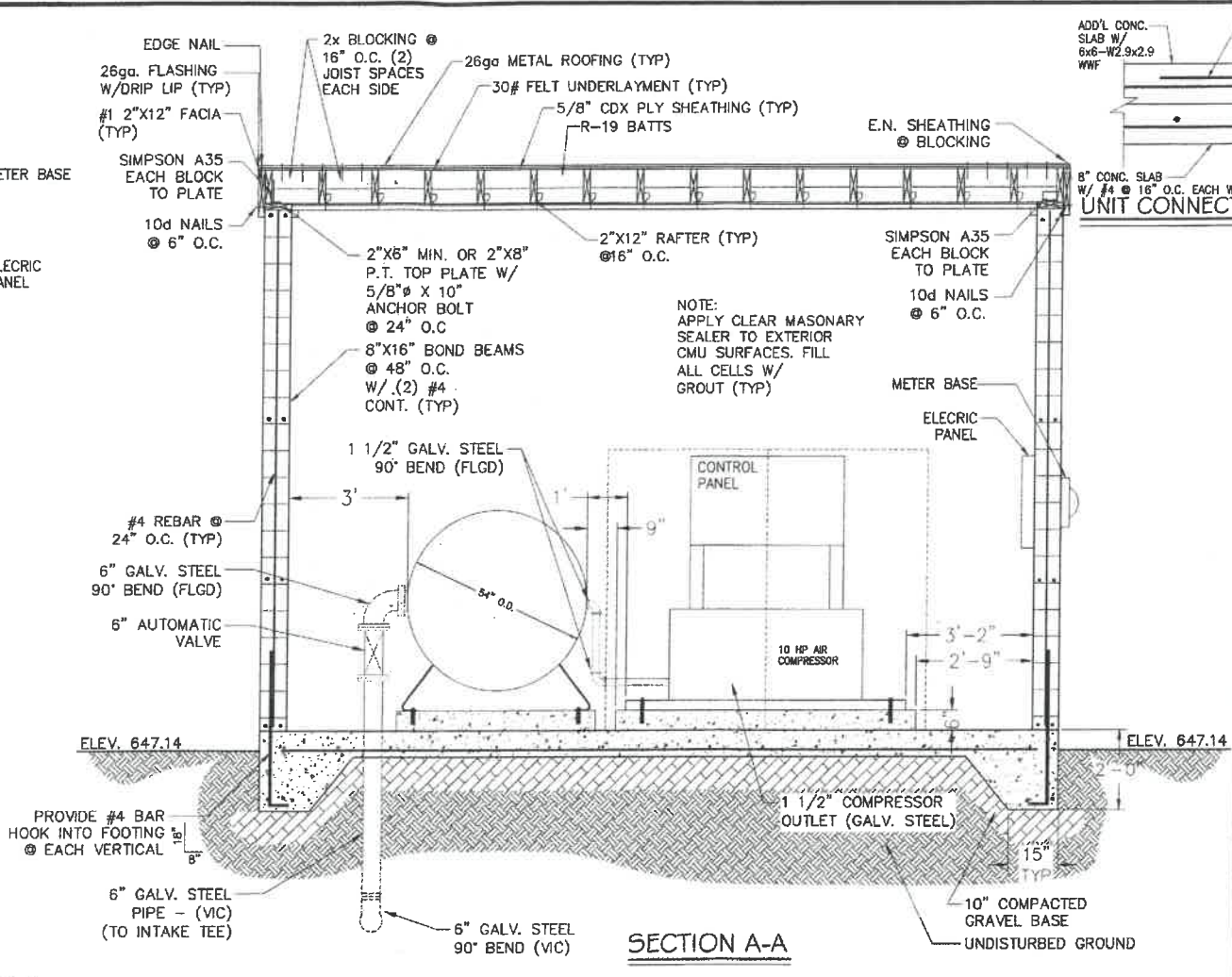
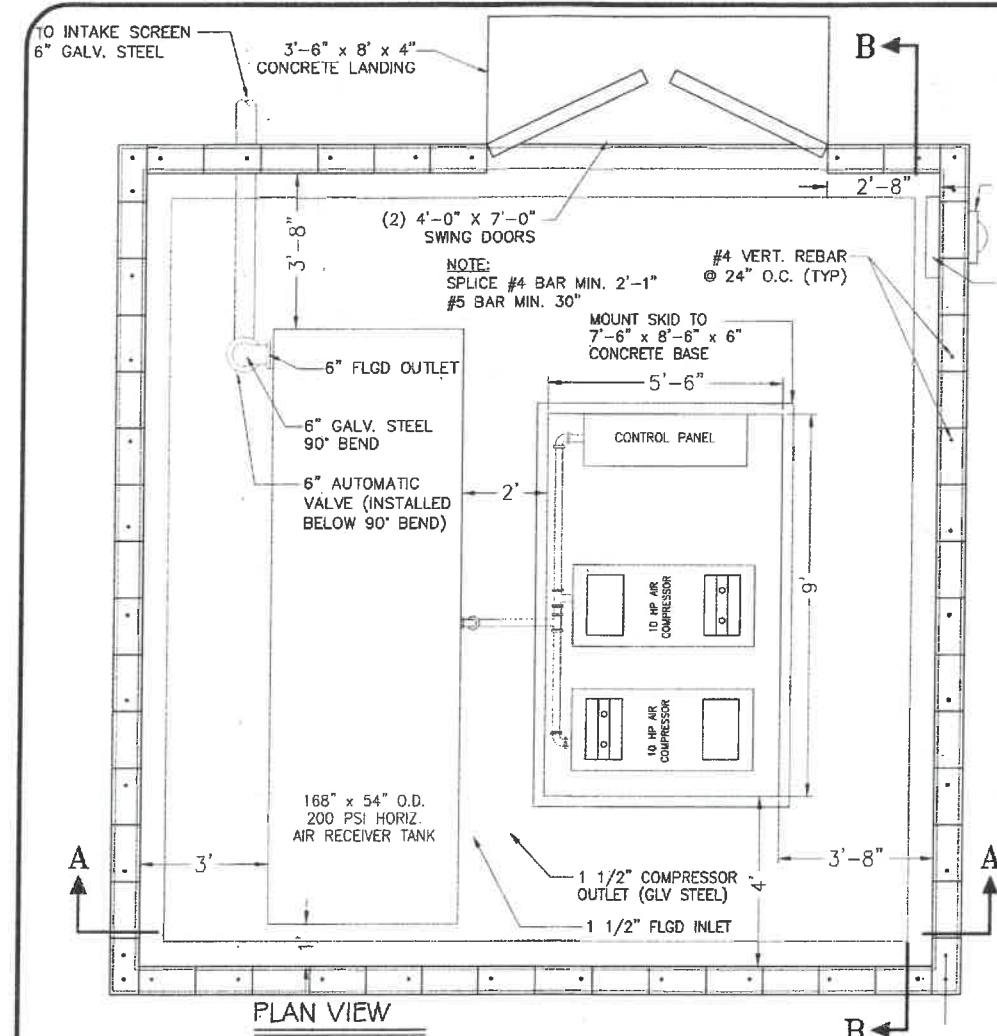
**RECORD DRAWINGS**

Revisions Prepared by: *[Signature]* Date: 10/28/07

THESE RECORD DRAWINGS HAVE BEEN PREPARED, IN PART, ON THE BASIS OF INFORMATION COMPLIED BY OTHERS. THEY ARE NOT INTENDED TO REPRESENT IN DETAIL THE EXACT LOCATION, TYPE OF COMPONENT, NOR MANNER OF CONSTRUCTION. THE ENGINEER WILL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH HAVE BEEN INCORPORATED INTO THE RECORD DRAWINGS.

REGISTERED PROFESSIONAL ENGINEER 11.104  
 July 7, 2011  
 JON E. ERWIN  
 Exp: 12/31/07

**VERIFY SCALE**  
 BAR IS ONE (1) INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON THIS SHEET ADJUST THE SCALE ACCORDINGLY



**RECORD DRAWINGS**

Revisions Prepared by: J.E.E. Date: 10-27-12

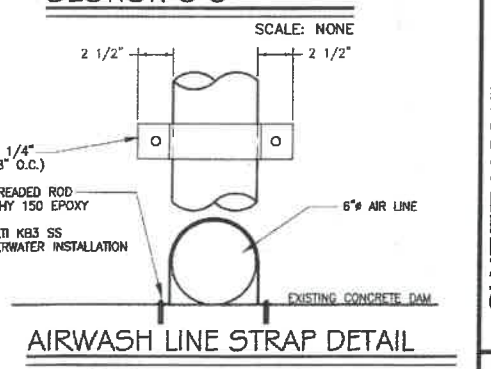
THESE RECORD DRAWINGS HAVE BEEN PREPARED IN ACCORDANCE WITH THE RULES OF PROFESSIONAL CONDUCT, BY OTHERS, THAT ARE NOT INTENDED TO REPRESENT ME OR MY FIRM. I AM NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH HAVE BEEN INCORPORATED INTO THE RECORD DRAWINGS.

REGISTERED PROFESSIONAL ENGINEER 11,104

JUN 17, 2011

JON E. ERWIN

Exp: 12/31/07



**VERIFY SCALE**

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Date: JUNE 06

Scale: NONE

Drawn: M. McCall

Job: P-1170

Sheet: 15 of 22 Sheets

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LEBANON, OREGON 97355

**SWEET HOME WTP - RAW WATER LINE**

**SWEET HOME, OREGON**

**DETAILS**



# REQUEST FOR COUNCIL ACTION

<b>PREFERRED AGENDA:</b> July 10, 2018	<b>TITLE:</b> Review of Ordinance Bill No. 2 for 2018	<b>TYPE OF ACTION:</b> — RESOLUTION — MOTION <u>X</u> OTHER
<b>SUBMITTED BY:</b> Jerry Sorte, CED Director	<b>ATTACHMENTS:</b> Ordinance Bill No. 2 for 2018	
<b>REVIEWED BY:</b>		

**PURPOSE OF THIS RCA:**

The purpose of this RCA is to present Ordinance Bill No. 2 for 2018 for first and second reading. This ordinance would adopt text amendments to the Zoning Ordinance; which is Title 17 of the Sweet Home Municipal Code (SHMC) in order to implement SB 1051 (2017).

**BACKGROUND/CONTEXT:**

Ordinance Bill No. 2 for 2018 would adopt text amendments to Title 17 of the SHMC; Zoning Ordinance. The text amendments implement the changes to the Oregon Revised Statutes (ORS) resulting from the passage of SB 1051 (2017) that took effect on July 1, 2018. The proposed changes to the SHMC include new standards for accessory dwellings in zones that permit single family dwellings, as well as changes to the time requirement to process certain affordable housing applications. The text amendments include updated definitions of the uses that may be permitted as a part of church use.

The text amendments would impact the following chapters of the SHMC: 17.04; Title, Purpose and Definitions; 17.12 Administration and Enforcement; 17.08; General Provisions; 17.24; R-1, Residential Low-Density Zone, 17.28, R-2 Residential High-Density Zone; 17.30 R-3 Medium Density Residential Zone; 17.31 R-4 Residential Mixed Use Zone; 17.60 RC Recreation Commercial Zone; 17.68 R/M(T) Residential Industrial Transitional Zone; C-1 Commercial Central Zone; C-2 Commercial Highway Zone; C-3 Commercial Neighborhood Zone.

The Planning Commission held a public hearing on this legislative amendment on June 4, 2018. The Planning Commission provided an opportunity for the public to submit testimony and unanimously voted to recommend that the City Council adopt the proposed amendments. The City Council unanimously approved these amendments at the June 26, 2018 meeting.

The text amendments included as Exhibit B to Ordinance Bill No. 2 for 2018; change one reference. Senate Bill 1051 (2017) has now been incorporated into the Oregon Revised Statutes. One reference from a section in SB 1051 has been changed to the updated reference in ORS. I also changed one minor typographical error.

**THE CHALLENGE/PROBLEM:**

The question before the City Council is whether the attached ordinance adequately implements the text amendments to the SHMC that were approved by the City Council at the June 26, 2018 meeting.

## **STAKEHOLDERS:**

- City of Sweet Home Residents – The proposed text amendments would impact the City’s residential zones by permitting one accessory dwelling for each single family dwelling.
- Property Owners –Owners of residential properties may benefit from these text amendments. They may choose to construct an accessory dwelling on their property. Those seeking to establish a church through a conditional use permit process may also be able to establish an expanded list of associated uses.

## **ISSUES & FINANCIAL IMPACTS:**

Financial Impacts: If approved, the text amendments may result in the placement of accessory dwellings in residential zones. This may increase the assessed property values of residential properties and add utility customers. Additional residents would also increase the demand for City services; including Police, library, street, water, and wastewater services.

## **ELEMENTS OF A STABLE SOLUTION:**

Adoption of the attached ordinance is a key element of a stable solution. The text amendments to the SHMC would create local standards that would implement SB 1051 (2017) in a manner that is consistent with the vision for the community as reflected in the review by both the Planning Commission and City Council.

## **OPTIONS:**

1. Conduct a first and second reading of Ordinance Bill No. 2 for 2018;
2. Remand Ordinance Bill No. 2 for 2018 to staff for revisions (specify).
3. Take no action; in which case staff would apply Senate Bill 1051 (2017) directly; or
4. Other

## **RECOMMENDATION:**

Staff recommends that the City Council follow Option 1 and conduct a first and second reading of Ordinance Bill No. 2 for 2018.

ORDINANCE BILL NO. 2 FOR 2018

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING TITLE 17 OF THE SWEET HOME MUNICIPAL CODE AND DECLARING A NEED FOR AN EXPEDIENCY CLAUSE.

WHEREAS, the passage of Senate Bill 1051 (2017) adopted new state standards that impact the placement of accessory dwelling units, the processing timeline for certain affordable housing applications, and the definition of the uses that may be authorized in conjunction with a church; and

WHEREAS, the Planning Commission of the City of Sweet Home held work sessions on February 5, 2018 and April 2, 2018 to craft text amendments to the Sweet Home Municipal Code in order to implement Senate Bill 1051 (2017). This project is identified as Legislative Amendment 18-01. The Planning Commission considered the text amendments at a public hearing held on June 4, 2018, and unanimously recommended that the City Council adopt the proposed amendments; and

WHEREAS, the City Council held a public hearing on this matter on June 26, 2018, and unanimously approved these amendments by a motion;

Now, Therefore,

THE CITY OF SWEET HOME DOES ORDAIN AS FOLLOWS:

Section 1: The City of Sweet Home adopts the findings of fact in favor of the amendments to the Sweet Home Municipal Code included as Exhibit A.

Section 2: The City of Sweet Home amends Sweet Home Municipal Code, Title 17 as shown on Exhibit B.

Section 3: Expediency Clause. Whereas the statutory changes resulting from passage of Senate Bill 1051 (2017) took effect on July 1, 2018, it is hereby adjudged and declared that an emergency exists and existing conditions are such that this ordinance is needed to be immediately enforced upon its passage. Therefore, this ordinance shall take effect and be in full force and effect from and after its passage and approval.

Passed by the Council and approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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



Exhibit A

Findings in Support of Text Amendments to Sweet Home Municipal Code, Title 17  
Legislative Amendment 18-01

**REVIEW AND DECISION CRITERIA**

The review and decision criteria for a conditional use permit are listed below in bold. Findings and analysis are provided under each review and decision criterion.

- A. An amendment to the text of the ordinance codified in this title or a legislative zoning map amendment may be initiated by the City Manager, the City Planning Commission, the City Council or a property owner. A quasijudicial zoning map amendment may be initiated by a property owner, a representative of the property owner, the City Manager, the Planning Commission or the City Council. A request for a quasijudicial zone map amendment by a property owner shall be accomplished by filing an application with the City Planner at least 45 days prior to the Planning Commission meeting and using forms prescribed pursuant to § 17.12.100.. [SHMC 17.12.010]**

Staff Findings: These amendments to the text of the SHMC were initiated by the Planning Commission in order to address the new state rules that will take effect on July 1, 2018 as a result of passage of SB 1051 (2017).

- B. The Planning Commission may elect to conduct a public hearing on a proposed amendment. [SHMC 17.12.020(A)]**
- C. The Planning Commission shall recommend to the City Council approval, disapproval or modification of the proposed amendment. [SHMC 17.12.020(B)]**
- D. After receiving the recommendation of the Planning Commission, the City Council shall hold a public hearing on the proposed amendment. [SHMC 17.12.020(C)]**
- E. All public hearing procedures shall be in accordance with §§ 17.12.120 and 17.12.130. [SHMC 17.12.020(D)]**
- F. Within five days after a decision has been rendered with reference to an amendment, the City Manager shall provide the applicant with written notice of the decision. Written notice of a decision shall apply to recommendations made by the Planning Commission and to final action made by the City Council. required public facilities have adequate capacity, as determined by the city, to serve the proposed use. [SHMC 17.12.020(E)]**

Staff Findings: As described above, the Planning Commission held a public hearing on these text amendments and made a recommendation to the City Council.

- G. SB 1051 (2017). The following are applicable sections of SB 1051 (2017). The full text is included as Attachment B.**
- a. A city with a population greater than 2,500 or a county with a population greater than 15,000 shall allow in areas zoned for detached single-family dwellings the development of at least one accessory dwelling unit for each detached single-family dwelling, subject to reasonable local regulations relating to siting and design. [SB 1051 (2017), Section 6, (5)(a)]**
- b. As used in this subsection, “accessory dwelling unit” means an interior, attached or detached residential structure that is used in connection with or that is accessory to a single-family dwelling. [SB 1051 (2017), Section 6, (5)(b)]**
- c. A city may not deny an application for a housing development located within the urban growth boundary if the development complies with clear and objective standards, including but not limited to clear and objective design standards contained**

**in the city comprehensive plan or land use regulations. [SB 1051 (2017), Section 3, (4)(b)(A)]**

Staff Findings: The amendments included as Attachment A [to the Staff Report presented to the City Council dated June 19, 2018; also included as Exhibit B]; include amendments to all of the City's residential zones that permit detached single-family dwellings. These zones are: R1, R2, R3, R4 R/M(T), and RC zones. The definitions chapter of the SHMC was updated to include the "accessory dwelling unit" (ADU) definition listed in SB 1051. The ADU standards would also include the following clear and objective standards; as permitted under SB 1051:

- a. A detached Accessory Dwelling shall not exceed 864 square feet of floor area, or 10% of lot area, whichever is smaller.
- b. An attached or interior Accessory Dwelling shall not exceed 864 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 864 square feet.
- c. A detached Accessory Dwelling shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.
- d. An Accessory dwelling shall be placed on a foundation that meets the requirements of all applicable building codes.
- e. One off-street parking space shall be provided for each Accessory Dwelling. In addition, parking shall be increased for the primary dwelling if needed so that the primary dwelling is provided two off-street parking spaces.
- f. Unless otherwise specified, Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for accessory buildings in the zoning district

These clear and objective standards have been added to each residential zone. They are the product of the Planning Commission work sessions. These are clear and objective, because they do not require the exercise of discretion or legal judgement to determine if a proposal complies with the standards.

- g. If a church, synagogue, temple, mosque, chapel, meeting house or other nonresidential place of worship is allowed on real property under state law and rules and local zoning ordinances and regulations, a county shall allow the reasonable use of the real property for activities customarily associated with the practices of the religious activity, including [worship services, religion classes, weddings, funerals, child care and meal programs, but not including private or parochial school education for prekindergarten through grade 12 or higher education.]:**
  - i. Worship services.**
  - ii. Religion classes.**
  - iii. Weddings.**
  - iv. Funerals.**
  - v. Meal programs.**
  - vi. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.**
  - vii. Providing housing or space for housing in a building that is detached from the place of worship, provided:**
    - a. At least 50 percent of the residential units provided under this paragraph 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;**
    - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and**

- c. **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.** [SB 1051 (2017), Section 7]

Staff Findings: These standards were added to the following zones: R1, R2, R3, R4, C1, C2, and C3; where churches are permitted through a conditional use permit process. These changes directly implement SB 1051.

The proposed text amendments directly apply the standards of SB 1051. Staff works from the position that state statute is compliant with the Oregon Statewide Planning Goals. Consequently, the proposed text amendments would comply with the Oregon Statewide Planning Goals.

- H. **Process Requirement for Affordable Housing. (2) Notwithstanding ORS 215.427 (1) or ORS 227.178 (1), a city with a population greater than 5,000 or a county with a population greater than 25,000 shall take final action on an application qualifying under subsection (3) of this section, including resolution of all local appeals under ORS 215.422 or 227.180, within 100 days after the application is deemed complete.**
- I. **(3) An application qualifies for final action within the timeline described in subsection (2) of this section if:**
  - i. **(a) The application is submitted to the city or the county under ORS 215.416 or 227.175;**
  - ii. **(b) The application is for development of a multifamily residential building containing five or more residential units within the urban growth boundary; (c) At least 50 percent of the residential units included in the development will be sold or rented as affordable housing; and**
  - iii. **(d) The development is subject to a covenant appurtenant that restricts the owner and each successive owner of the development or a residential unit within the development from selling or renting any residential unit described in paragraph (c) of this subsection as housing that is not affordable housing for a period of 60 years from the date of the certificate of occupancy.**
- J. **(4) A city or a county shall take final action within the time allowed under ORS 215.427 or 227.178 on any application for a permit, limited land use decision or zone change that does not qualify for review and decision under subsection (3) of this section, including resolution of all appeals under ORS 215.422 or 227.180, as provided by ORS 215.427 and 215.435 or by ORS 227.178 and 227.181. [SB 1051 (2017), Section 1, (2) through (4)]**

Staff Findings: Staff has prepared text amendments to SHMC 17.12.140 that would add the 100 day processing deadline introduced by SB 1051. The proposed text amendments comply with these requirements.

- K. **Sweet Home Comprehensive Plan (SHCP).**
  - a. **SHCP Chapter 4: Residential Lands and Housing**
    - i. **Policy 10: The maximum net development densities (not including streets), in high density residential areas shall not exceed 35 multi-family dwelling units per acre, based on the standards for unit type.**
    - ii. **Policy 11: In medium-density residential areas, single-family dwellings and two family dwellings on corner lots would be consistent with the prevailing character of developed areas and compatible with adjoining land use in undeveloped areas. In these areas, the maximum net density shall not exceed 9 dwelling units per acre.**
    - iii. **Policy 12: The maximum net density (not including streets) in low density residential areas shall not exceed 5.4 dwelling units per acre for single family dwellings.**

Staff Findings: The proposed amendments for accessory dwelling units (ADUs) would increase the number of dwelling units that could be established in all residential zones that permit detached single family dwellings. It is the opinion of staff that this could result in situations where the residential density of dwelling units could exceed those that are specified in the comprehensive plan. SB 1051 (2017) will become state law on July 1, 2018 and will supersede Sweet Home's local requirements. The impact of ADUs will to some degree be mitigated by the clear and objective standards for building size and parking requirements. Staff believes that in order to comply with SB 1051, the city may apply the existing density requirements for single family dwellings; however, state law will require that the City permit at least one ADU per single family dwelling.

Exhibit B

The below set forth definition, subsections, and sections of the Sweet Home Municipal Code, Title 17 are amended and created to read as follows. Additions to text are underlined. Deletions are listed in ~~strike~~through.

**CHAPTER 17.04: TITLE, PURPOSE AND DEFINITIONS**

**SHMC 17.04.030; DEFINITIONS.**

**ACCESSORY DWELLING.** An interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling.~~A complete separate residential unit, including facilities for cooking and sanitation, provided either as a separate structure on the same lot or as part of a primary single family dwelling.~~

**CHAPTER 17.08: GENERAL PROVISIONS**

**SHMC 17.08.090(H)(1); OFF-STREET PARKING REQUIREMENTS**

<i>Use</i>	<i>Space Requirement</i>
1. Single-, two- and multi-family dwelling <u>(excluding Accessory Dwellings)</u>	Two spaces per dwelling unit
<u>Accessory Dwelling</u>	<u>One space per Accessory Dwelling unit</u>

**CHAPTER 17.12: ADMINISTRATION AND ENFORCEMENT**

**SHMC 17.12.140(B) and (E); GENERAL ADMINISTRATIVE PROVISIONS.**

B. The city shall take final action on all land use actions, limited land use actions or zone change applications including all appeals, within 100 days of completion of the application for all applications listed under ORS 197.311 or within 120 days of completion of the application for all other land use actions, limited land use actions or zone change applications that do not also require a comprehensive plan amendment. Applications or appeals which require consideration by agencies or entities outside the city jurisdiction are excepted from this deadline. The 120-day deadline may be extended for a reasonable amount of time at the request of the applicant.

- E. If an application is not acted upon within ~~120 days after completion~~ the time period specified in subsection (B) of this section:
1. The city shall refund to the applicant either the unexpended portion of any application fees previously paid or 50% of the total amount of the fees, whichever is greater.
  2. The applicant may apply in the Circuit Court of Linn County for a writ of mandamus to compel the city to issue the approval.

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## CHAPTER 17.24: R-1 RESIDENTIAL LOW-DENSITY ZONE

### SHMC 17.24.020(D); USES PERMITTED OUTRIGHT.

D. Accessory Dwelling. A maximum of one Accessory Dwelling is allowed per legal single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor); subject to the following standards:

1. A detached Accessory Dwelling shall not exceed 864 square feet of floor area, or 10% of lot area, whichever is smaller.
2. An attached or interior Accessory Dwelling shall not exceed 864 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 864 square feet.
3. A detached Accessory Dwelling shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.
4. An Accessory Dwelling shall be placed on a foundation that meets the requirements of all applicable building codes.
5. One off-street parking space shall be provided for each Accessory Dwelling. In addition, parking shall be increased for the primary dwelling if needed so that the primary dwelling is provided two off-street parking spaces.
6. Unless otherwise specified, Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for accessory buildings in the zoning district.

**SHMC 17.24.030(C); CONDITIONAL USES PERMITTED.**

- C. Church, religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
1. Worship services.
  2. Religion classes.
  3. Weddings.
  4. Funerals.
  5. Meal programs.
  6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
    - a. At least 50 percent of the residential units provided under this paragraph 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;
    - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
    - c. 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.
  8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.

**The text of SHMC 17.24.030(K) is deleted and subsection (K) is left for expansion.**

K. [Reserved for Expansion] Accessory dwelling;

**SHMC 17.24.050(F); YARD SETBACKS.**

F. Regardless of the side and rear yard requirements of the zone, an accessory structure, excluding detached Accessory Dwellings, may be built to within five feet of side or rear lot line; provided, the structure is more than 70 feet from the street abutting the front yard and 20 feet from the street abutting the street side yard.

**SHMC 17.24.070(A) and (B); BUILDING HEIGHT.**

- A. The height of a building for a dwelling, excluding detached Accessory Dwellings, shall not exceed a height of 30 feet.
- B. Accessory structures, including detached Accessory Dwellings, shall not exceed 20 feet in height at the apex of the roof.

**SHMC 17.24.080; MINIMUM BUILDING SIZE.**

Dwellings, excluding Accessory Dwellings, in the R-1 zone shall be a minimum size of 1,000 square feet.

**SHMC 17.24.090(A) through (D); HOMES ON INDIVIDUAL LOTS.**

- A. A home, including Accessory Dwellings, shall be placed on a foundation enclosed at the perimeter with no more than 24 inches of the enclosing material exposed above grade. Where the building site has a sloped grade, no more than 24 inches of the enclosing material shall be exposed on the uphill side of the home. If the home is placed on a basement, the 24-inch limitation will not apply.
- B. The base of a home, including Accessory Dwellings, must be enclosed continuously at the perimeter with either concrete, concrete block, brick, stone, or combination thereof, or shall have continuous skirting which matches the exterior.



- C. A home, excluding Accessory Dwellings, shall have a nominal width of at least 28 feet.
- D. A home, including Accessory Dwellings, shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.

**SHMC 17.24.100; GARAGE AND OFF-STREET PARKING REQUIREMENTS.**

All dwellings, excluding Accessory Dwellings, in the R-1 zone will have- at minimum the following:

- A. A garage or carport; and
- B. Two hard surfaced off-street parking spaces shall be provided.

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**CHAPTER 17.28: R-2 RESIDENTIAL HIGH-DENSITY ZONE**

**SHMC 17.28.070(C); BUILDING HEIGHT.**

- C. Accessory structures, including detached Accessory Dwellings, shall not exceed 20 feet in height at the apex of the roof.

**SHMC 17.28.080; MINIMUM BUILDING SIZE.**

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

**SHMC 17.28.090(A) through (D); HOMES ON INDIVIDUAL LOTS.**

- A. A home, including Accessory Dwellings, shall be placed on a foundation enclosed at the perimeter with no more than 32 inches of the enclosing material exposed above grade. Where the building site has a sloped grade, no more than 32 inches of the enclosing material shall be exposed on the uphill side of the home. If the home is placed on a basement, the 32 inch limitation will not apply.

- B. The base of a home, including Accessory Dwellings, must be enclosed continuously at the perimeter with either concrete, concrete block, brick, stone or combination thereof, or shall have continuous skirting which matches the exterior.
- C. A home, excluding Accessory Dwellings, shall have a nominal width of at least 24 feet.
- D. A home, including Accessory Dwellings, shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.

**SHMC 17.28.100(A); GARAGE AND OFF STREET PARKING REQUIREMENTS.**

- A. All single-family, two-family and single-family attached dwellings, excluding Accessory Dwellings, will have, at minimum, the following:
    - 1. A garage or carport; and
    - 2. Two hard surfaced off-street parking spaces shall be provided.
- 

**CHAPTER 17.30: R-3 MEDIUM DENSITY RESIDENTIAL ZONE**

**SHMC 17.30.050(A); YARDS.**

- A. Single-family and two-family dwelling units, including Accessory Dwellings:
  - 1. The front shall be a minimum of 20 feet;
  - 2. Each side shall be a minimum of five feet;
  - 3. The street side yard shall be a minimum of 15 feet;
  - 4. The rear shall be a minimum of ten feet;
  - 5. On a flag lot, the inset front yard setback shall be a minimum of ten feet; and
  - 6. No building shall be located closer than one-half the distance of the right-of-way projected for the abutting street, based on the street classification, plus the required front setback from a centerline of a street other than an alley.

**SHMC 17.30.060(A); LOT COVERAGE.**

- A. A single-family dwelling, not including an associated detached Accessory Dwelling, shall not exceed 35% of the land area.

**SHMC 17.30.070(C); BUILDING HEIGHT.**

- C. Accessory structures, including detached Accessory Dwellings, shall not exceed 20 feet in height at the apex of the roof.

**SHMC 17.30.080; MINIMUM BUILDING SIZE.**

Primary use buildings, which do not include Accessory Dwellings, shall have a minimum building size of 850 square feet.

**SHMC 17.30.090(A) through (D); STANDARDS FOR HOMES ON INDIVIDUAL LOTS.**

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

**SHMC 17.30.100; GARAGE AND OFF STREET PARKING REQUIREMENTS.**

All dwellings, excluding Accessory Dwellings, will have at minimum the following:

- A. A garage or carport; and
- B. One hard surfaced off-street parking spaces shall be provided.

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**CHAPTER 17.31: R-4 RESIDENTIAL MIXED USE ZONE**

**SHMC 17.31.030(A); CONDITIONAL USES PERMITTED.**

- A. Church, non-profit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
  - 1. Worship services.
  - 2. Religion classes.
  - 3. Weddings.
  - 4. Funerals.
  - 5. Meal programs.
  - 6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  - 7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
    - a. At least 50 percent of the residential units provided under this paragraph 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;
    - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
    - c. 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.
  - 8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.

**SHMC 17.31.040(A)(1) and (2); DEVELOPMENT STANDARDS.**

- A. The following special standards shall apply.
1. Residential uses, not including Accessory Dwellings, shall be subject to a maximum density of 35 dwelling units per acre.
  2. Residential uses, including Accessory Dwellings, shall be subject to the lot size and width, yard, lot coverage and building height requirements of the R-2 zone.

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**CHAPTER 17.32: C-1 COMMERCIAL CENTRAL ZONE**

**SHMC 17.32.030(A); CONDITIONAL USES PERMITTED.**

- A. Church, nonprofit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
1. Worship services.
  2. Religion classes.
  3. Weddings.
  4. Funerals.
  5. Meal programs.
  6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  7. Providing housing or space for housing in a building that is detached from the place of worship, provided:

- a. At least 50 percent of the residential units provided under this paragraph 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;
  - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
  - c. 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.
8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.

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## CHAPTER 17.36: C-2 COMMERCIAL HIGHWAY ZONE

### SHMC 17.36.030(A); CONDITIONAL USES PERMITTED.

- A. Church, non-profit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
- 1. Worship services.
  - 2. Religion classes.
  - 3. Weddings.
  - 4. Funerals.
  - 5. Meal programs.
  - 6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.

7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
- a. At least 50 percent of the residential units provided under this paragraph 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;
  - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
  - c. 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.
8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.
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## **CHAPTER 17.40: C-3 COMMERCIAL NEIGHBORHOOD ZONE**

### **SHMC 17.40.030(A); CONDITIONAL USES PERMITTED.**

- A. Church, non-profit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
- 1. Worship services.
  - 2. Religion classes.
  - 3. Weddings.
  - 4. Funerals.
  - 5. Meal programs.
  - 6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.

7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
- a. At least 50 percent of the residential units provided under this paragraph 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;
  - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
  - c. 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
8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.
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## **CHAPTER 17.60: RC RECREATION COMMERCIAL ZONE**

### **17.60.020(O); USES PERMITTED OUTRIGHT.**

- O. Accessory Dwelling. A maximum of one Accessory Dwelling is allowed per legal single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor); subject to the following standards:
1. A detached Accessory Dwelling shall not exceed 864 square feet of floor area, or 10% of lot area, whichever is smaller.
  2. An attached or interior Accessory Dwelling shall not exceed 864 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement,



attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 864 square feet.

3. A detached Accessory Dwelling shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.
4. An Accessory dwelling shall be placed on a foundation that meets the requirements of all applicable building codes.
5. One off-street parking space shall be provided for each Accessory Dwelling. In addition, parking shall be increased for the primary dwelling if needed so that the primary dwelling is provided two off-street parking spaces.
6. Unless otherwise specified, Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for accessory buildings in the zoning district.

#### **SHMC 17.60.040(A); SPECIAL STANDARDS.**

- A. Single-family dwellings and accessory uses, including Accessory Dwellings, shall meet the following minimum standards.
  1. Minimum lot size shall be 8,000 square feet.
  2. Minimum lot width shall be 80 feet.
  3. Minimum yard setbacks:
    - a. Front, from either a public or private street, shall be a minimum of 20 feet;
    - b. Side shall be a minimum five feet with a combined minimum of 13 feet;
    - c. Street side shall be minimum of 15 feet;
    - d. A garage shall have a minimum setback of 20 feet from the point of access to the vehicle doors; and
    - e. Rear shall be a minimum of 15 feet.
  4. Detached Accessory Dwellings shall not exceed 20 feet in height at the apex of the roof. All other buildings shall not exceed 30 feet in height. ~~Building height shall not exceed 30 feet~~
  5. Building coverage shall not exceed 35% of the land area.
  6. A carport or garage is required for each single-family dwelling; not including Accessory Dwellings.
  7. Off-street parking will be based on the city parking standards.

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**CHAPTER 17.68: R/M(T) RESIDENTIAL INDUSTRIAL TRANSITIONAL**

**SHMC 17.68.030(D); USES PERMITTED.**

D. Accessory Dwelling. A maximum of one Accessory Dwelling is allowed per legal single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor); subject to the following standards:

1. A detached Accessory Dwelling shall not exceed 864 square feet of floor area, or 10% of lot area, whichever is smaller.
2. An attached or interior Accessory Dwelling shall not exceed 864 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 864 square feet.
3. A detached Accessory Dwelling shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.
4. One off-street parking space shall be provided for each Accessory Dwelling. In addition, parking shall be increased for the primary dwelling if needed so that the primary dwelling is provided two off-street parking spaces.
5. Unless otherwise specified, Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for accessory buildings in the zoning district.

Exhibit B

The below set forth definition, subsections, and sections of the Sweet Home Municipal Code, Title 17 are amended and created to read as follows:

**CHAPTER 17.04: TITLE, PURPOSE AND DEFINITIONS**

**SHMC 17.04.030; DEFINITIONS.**

**ACCESSORY DWELLING.** An interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling.

**CHAPTER 17.08: GENERAL PROVISIONS**

**SHMC 17.08.090(H)(1); OFF-STREET PARKING REQUIREMENTS**

<i>Use</i>	<i>Space Requirement</i>
1. Single-, two- and multi-family dwelling (excluding Accessory Dwellings)	Two spaces per dwelling unit
Accessory Dwelling	One space per Accessory Dwelling unit

**CHAPTER 17.12: ADMINISTRATION AND ENFORCEMENT**

**SHMC 17.12.140(B) and (E); GENERAL ADMINISTRATIVE PROVISIONS.**

B. The city shall take final action on all land use actions, limited land use actions or zone change applications including all appeals, within 100 days of completion of the application for all applications listed under ORS 197.311 or within 120 days of completion of the application for all other land use actions, limited land use actions or zone change applications that do not also require a comprehensive plan amendment. Applications or appeals which require consideration by agencies or entities outside the city jurisdiction are excepted from this deadline. The 120-day deadline may be extended for a reasonable amount of time at the request of the applicant.

- E. If an application is not acted upon within the time period specified in subsection (B) of this section:
1. The city shall refund to the applicant either the unexpended portion of any application fees previously paid or 50% of the total amount of the fees, whichever is greater.
  2. The applicant may apply in the Circuit Court of Linn County for a writ of mandamus to compel the city to issue the approval.

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## **CHAPTER 17.24: R-1 RESIDENTIAL LOW-DENSITY ZONE**

### **SHMC 17.24.020(D); USES PERMITTED OUTRIGHT.**

- D. Accessory Dwelling. A maximum of one Accessory Dwelling is allowed per legal single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor); subject to the following standards:
1. A detached Accessory Dwelling shall not exceed 864 square feet of floor area, or 10% of lot area, whichever is smaller.
  2. An attached or interior Accessory Dwelling shall not exceed 864 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 864 square feet.
  3. A detached Accessory Dwelling shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.
  4. An Accessory Dwelling shall be placed on a foundation that meets the requirements of all applicable building codes.
  5. One off-street parking space shall be provided for each Accessory Dwelling. In addition, parking shall be increased for the primary dwelling if needed so that the primary dwelling is provided two off-street parking spaces.
  6. Unless otherwise specified, Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for accessory buildings in the zoning district.

**SHMC 17.24.030(C) and (K); CONDITIONAL USES PERMITTED.**

- C. Church, religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
1. Worship services.
  2. Religion classes.
  3. Weddings.
  4. Funerals.
  5. Meal programs.
  6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
    - a. At least 50 percent of the residential units provided under this paragraph 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;
    - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
    - c. 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.
  8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.

K. [Reserved for Expansion];

**SHMC 17.24.050(F); YARD SETBACKS.**

F. Regardless of the side and rear yard requirements of the zone, an accessory structure, excluding detached Accessory Dwellings, may be built to within five feet of side or rear lot line; provided, the structure is more than 70 feet from the street abutting the front yard and 20 feet from the street abutting the street side yard.

**SHMC 17.24.070(A) and (B); BUILDING HEIGHT.**

- A. The height of a building for a dwelling, excluding detached Accessory Dwellings, shall not exceed a height of 30 feet.
- B. Accessory structures, including detached Accessory Dwellings, shall not exceed 20 feet in height at the apex of the roof.

**SHMC 17.24.080; MINIMUM BUILDING SIZE.**

Dwellings, excluding Accessory Dwellings, in the R-1 zone shall be a minimum size of 1,000 square feet.

**SHMC 17.24.090(A) through (D); HOMES ON INDIVIDUAL LOTS.**

- A. A home, including Accessory Dwellings, shall be placed on a foundation enclosed at the perimeter with no more than 24 inches of the enclosing material exposed above grade. Where the building site has a sloped grade, no more than 24 inches of the enclosing material shall be exposed on the uphill side of the home. If the home is placed on a basement, the 24-inch limitation will not apply.
- B. The base of a home, including Accessory Dwellings, must be enclosed continuously at the perimeter with either concrete, concrete block, brick, stone, or combination thereof, or shall have continuous skirting which matches the exterior.
- C. A home, excluding Accessory Dwellings, shall have a nominal width of at least 28 feet.

- D. A home, including Accessory Dwellings, shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.

**SHMC 17.24.100; GARAGE AND OFF-STREET PARKING REQUIREMENTS.**

All dwellings, excluding Accessory Dwellings, in the R-1 zone will have at minimum the following:

- A. A garage or carport; and
  - B. Two hard surfaced off-street parking spaces shall be provided.
- 

**CHAPTER 17.28: R-2 RESIDENTIAL HIGH-DENSITY ZONE**

**SHMC 17.28.070(C); BUILDING HEIGHT.**

- C. Accessory structures, including detached Accessory Dwellings, shall not exceed 20 feet in height at the apex of the roof.

**SHMC 17.28.080; MINIMUM BUILDING SIZE.**

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

**SHMC 17.28.090(A) through (D); HOMES ON INDIVIDUAL LOTS.**

- A. A home, including Accessory Dwellings, shall be placed on a foundation enclosed at the perimeter with no more than 32 inches of the enclosing material exposed above grade. Where the building site has a sloped grade, no more than 32 inches of the enclosing material shall be exposed on the uphill side of the home. If the home is placed on a basement, the 32 inch limitation will not apply.
- B. The base of a home, including Accessory Dwellings, must be enclosed continuously at the perimeter with either concrete, concrete block, brick, stone or combination thereof, or shall have continuous skirting which matches the exterior.

- C. A home, excluding Accessory Dwellings, shall have a nominal width of at least 24 feet.
- D. A home, including Accessory Dwellings, shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.

**SHMC 17.28.100(A); GARAGE AND OFF STREET PARKING REQUIREMENTS.**

- A. All single-family, two-family and single-family attached dwellings, excluding Accessory Dwellings, will have, at minimum, the following:
    - 1. A garage or carport; and
    - 2. Two hard surfaced off-street parking spaces shall be provided.
- 

**CHAPTER 17.30: R-3 MEDIUM DENSITY RESIDENTIAL ZONE**

**SHMC 17.30.050(A); YARDS.**

- A. Single-family and two-family dwelling units, including Accessory Dwellings:
  - 1. The front shall be a minimum of 20 feet;
  - 2. Each side shall be a minimum of five feet;
  - 3. The street side yard shall be a minimum of 15 feet;
  - 4. The rear shall be a minimum of ten feet;
  - 5. On a flag lot, the inset front yard setback shall be a minimum of ten feet; and
  - 6. No building shall be located closer than one-half the distance of the right-of-way projected for the abutting street, based on the street classification, plus the required front setback from a centerline of a street other than an alley.

**SHMC 17.30.060(A); LOT COVERAGE.**

- A. A single-family dwelling, not including an associated detached Accessory Dwelling, shall not exceed 35% of the land area.



**SHMC 17.30.070(C); BUILDING HEIGHT.**

- C. Accessory structures, including detached Accessory Dwellings, shall not exceed 20 feet in height at the apex of the roof.

**SHMC 17.30.080; MINIMUM BUILDING SIZE.**

Primary use buildings, which do not include Accessory Dwellings, shall have a minimum building size of 850 square feet.

**SHMC 17.30.090(A) through (D); STANDARDS FOR HOMES ON INDIVIDUAL LOTS.**

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

**SHMC 17.30.100; GARAGE AND OFF STREET PARKING REQUIREMENTS.**

All dwellings, excluding Accessory Dwellings, will have at minimum the following:

- A. A garage or carport; and
- B. One hard surfaced off-street parking spaces shall be provided.

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## CHAPTER 17.31: R-4 RESIDENTIAL MIXED USE ZONE

### SHMC 17.31.030(A); CONDITIONAL USES PERMITTED.

- A. Church, non-profit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
1. Worship services.
  2. Religion classes.
  3. Weddings.
  4. Funerals.
  5. Meal programs.
  6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
    - a. At least 50 percent of the residential units provided under this paragraph 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;
    - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
    - c. 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.
  8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.

**SHMC 17.31.040(A)(1) and (2); DEVELOPMENT STANDARDS.**

- A. The following special standards shall apply.
1. Residential uses, not including Accessory Dwellings, shall be subject to a maximum density of 35 dwelling units per acre.
  2. Residential uses, including Accessory Dwellings, shall be subject to the lot size and width, yard, lot coverage and building height requirements of the R-2 zone.
- 

**CHAPTER 17.32: C-1 COMMERCIAL CENTRAL ZONE**

**SHMC 17.32.030(A); CONDITIONAL USES PERMITTED.**

- A. Church, nonprofit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
1. Worship services.
  2. Religion classes.
  3. Weddings.
  4. Funerals.
  5. Meal programs.
  6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
    - a. At least 50 percent of the residential units provided under this paragraph 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;
    - b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and

- c. 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.
8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.

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## **CHAPTER 17.36: C-2 COMMERCIAL HIGHWAY ZONE**

### **SHMC 17.36.030(A); CONDITIONAL USES PERMITTED.**

- A. Church, non-profit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
- 1. Worship services.
  - 2. Religion classes.
  - 3. Weddings.
  - 4. Funerals.
  - 5. Meal programs.
  - 6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  - 7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
    - a. At least 50 percent of the residential units provided under this paragraph 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;

- b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
  - c. 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.
8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.

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#### **CHAPTER 17.40: C-3 COMMERCIAL NEIGHBORHOOD ZONE**

##### **SHMC 17.40.030(A); CONDITIONAL USES PERMITTED.**

- A. Church, non-profit religious or philanthropic institution; including activities customarily associated with the practices of the religious activity, including:
- 1. Worship services.
  - 2. Religion classes.
  - 3. Weddings.
  - 4. Funerals.
  - 5. Meal programs.
  - 6. Child care, but not including private or parochial school education for prekindergarten through grade 12 or higher education.
  - 7. Providing housing or space for housing in a building that is detached from the place of worship, provided:
    - a. At least 50 percent of the residential units provided under this paragraph 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;

- b. The real property is in an area zoned for residential use that is located within the urban growth boundary; and
  - c. 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
8. Housing and space for housing provided under subsection (7) of this section must be subject to 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 subsection (7)(a) of 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.
- 

## **CHAPTER 17.60: RC RECREATION COMMERCIAL ZONE**

### **17.60.020(O); USES PERMITTED OUTRIGHT.**

- O. Accessory Dwelling. A maximum of one Accessory Dwelling is allowed per legal single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor); subject to the following standards:
- 1. A detached Accessory Dwelling shall not exceed 864 square feet of floor area, or 10% of lot area, whichever is smaller.
  - 2. An attached or interior Accessory Dwelling shall not exceed 864 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 864 square feet.
  - 3. A detached Accessory Dwelling shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.
  - 4. An Accessory dwelling shall be placed on a foundation that meets the requirements of all applicable building codes.

5. One off-street parking space shall be provided for each Accessory Dwelling. In addition, parking shall be increased for the primary dwelling if needed so that the primary dwelling is provided two off-street parking spaces.
6. Unless otherwise specified, Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for accessory buildings in the zoning district.

**SHMC 17.60.040(A); SPECIAL STANDARDS.**

- A. Single-family dwellings and accessory uses, including Accessory Dwellings, shall meet the following minimum standards.
    1. Minimum lot size shall be 8,000 square feet.
    2. Minimum lot width shall be 80 feet.
    3. Minimum yard setbacks:
      - a. Front, from either a public or private street, shall be a minimum of 20 feet;
      - b. Side shall be a minimum five feet with a combined minimum of 13 feet;
      - c. Street side shall be minimum of 15 feet;
      - d. A garage shall have a minimum setback of 20 feet from the point of access to the vehicle doors; and
      - e. Rear shall be a minimum of 15 feet.
    4. Detached Accessory Dwellings shall not exceed 20 feet in height at the apex of the roof. All other buildings shall not exceed 30 feet in height.
    5. Building coverage shall not exceed 35% of the land area.
    6. A carport or garage is required for each single-family dwelling; not including Accessory Dwellings.
    7. Off-street parking will be based on the city parking standards.
- 

**CHAPTER 17.68: R/M(T) RESIDENTIAL INDUSTRIAL TRANSITIONAL**

**SHMC 17.68.030(D); USES PERMITTED.**

- D. Accessory Dwelling. A maximum of one Accessory Dwelling is allowed per legal single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor); subject to the following standards:
1. A detached Accessory Dwelling shall not exceed 864 square feet of floor area, or 10% of lot area, whichever is smaller.
  2. An attached or interior Accessory Dwelling shall not exceed 864 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 864 square feet.
  3. A detached Accessory Dwelling shall have a roof with a minimum pitch of three feet in height for each 12 feet in width.
  4. One off-street parking space shall be provided for each Accessory Dwelling. In addition, parking shall be increased for the primary dwelling if needed so that the primary dwelling is provided two off-street parking spaces.
  5. Unless otherwise specified, Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for accessory buildings in the zoning district.



SWEET HOME CITY COUNCIL  
COMMUNITY HEALTH COMMITTEE  
MEETING MINUTES

June 18, 2018

The meeting was called to order at 6:03 p.m. in the City Hall Annex.

Present: Councilor Gourley, Jim Gourley, Dick Knowles, Henry Wolthuis, Mayor Mahler, Councilor Trask,

Staff Present: Julie Fisher, recording secretary

**Approval of Minutes May 21, 2018: (J. Gourley/Mahler) 6 Ayes, 0 Opposed,**

**Committee Reports:**

Health Fair Committee: Dick Knowles reported applications to vendors were mailed. Chair Gourley reported 6 tables will be purchased for the event with funds earned at the Zombie Run.

Western University/ City Project: Dick Knowles reported summer break has slowed committee progress.

Hero Banner Project: Jim Gourley stated 41 banners are on display. 20 more brackets are needed, and they may approach the City asking for a donation. The price of the banners will increase to cover the costs.

Homelessness: Henry Wolthuis discussed public showers. The subcommittee is meeting every Tuesday at 10am. Mayor Mahler gave a history of why the Community Health Committee was formed and the goals of the committee for increased health services including: physical therapy, memory care, urgent care and senior living. Mayor Mahler thought projects have steered from the original committee's intent and asked that resources be used towards those goals and health needs of the community. Dick Knowles stated that the homelessness subcommittee would be independent and not seeking approval from Council. Chair Gourley suggested renaming the Homelessness Committee to Resource Committee. Chair Gourley added that the public showers could include an RV sewer dump, water fill station, restroom and showers. Mayor Mahler cautioned the subcommittee from volunteering City resources, City funding and City staff.

**Good of the Order:**

**Meeting adjourned.**

With no further business the meeting adjourned at 7:15 pm

The foregoing is a true copy of the proceedings of the City Council Community Health Committee Meeting on June 18, 2018.

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Chair – Councilor Gourley

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Date:



**City of Sweet Home**  
Sweet Home Public Library  
1101 – 13<sup>th</sup> Avenue  
Sweet Home, OR 97386  
541-367-5007

## Sweet Home Public Library

# June happenings at the Library!

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### *Statistics*

Patrons checked out 4,024 items and renewed 1,003 items.

Patrons placed 230 items on hold.

Staff issued 105 new library cards to patrons and 15 nonresident cards.

496 individuals signed on to use the computers in the library and printed 862 pages.

### *Events*

#### ***We are celebrating reading this summer!***

We would like to thank the City Council for removing a barrier to access by eliminating the fines for children's and teen materials for the summer and waiving the out of city fee for nonresidents.

As of June, we have 22 toddlers, 28 preschoolers, 139 elementary school-aged children, and 25 teens signed up for the summer reading program totaling 214 children.

We have hosted 6 summer reading programs for baby and toddlers, elementary school-aged children and teens. We had 248 children and 65 adults attend these programs.

To increase awareness of the programs, we "popped up" at Safeway on Sunday June 3 and June 10 and talked to over 260 individuals about summer reading. We also attended the Hawthorne Elementary School Carnival and the Safety Fair.

We received two donations from the Sweet Home Rotary and from Comcast totaling \$750.00

We received a \$3,000 from the Oregon State Library to "Refresh the Youth Collection".

With the help of the Friends of the Library, we also received a \$1,000 grant from the Linn Cultural County Cultural Coalition for summer reading programs. .

Respectfully submitted by - Rose Peda, Library Services Director  
July, 2018

Statistics for April, 2018		Statistics for May, 2018		Statistics for June, 2018	
<b>PATRON ACTIVITY</b>		<b>PATRON ACTIVITY</b>		<b>PATRON ACTIVITY</b>	
OPAC Logins	281	OPAC Logins	241	OPAC Logins	255
SIP2 Logins	375	SIP2 Logins	370	SIP2 Logins	336
<b>CIRCULATION AND RENEWALS</b>		<b>CIRCULATION AND RENEWALS</b>		<b>CIRCULATION AND RENEWALS</b>	
Checkouts	3297	Checkouts	3524	Checkouts	<b>4024</b>
Renewals by Staff	777	Renewals by Staff	779	Renewals by Staff	735
Renewals by OPAC	156	Renewals by OPAC	254	Renewals by OPAC	268
<b>HOLDS REQUESTED</b>		<b>HOLDS REQUESTED</b>		<b>HOLDS REQUESTED</b>	
Holds by Staff	172	Holds by Staff	148	Holds by Staff	105
Holds by OPAC	185	Holds by OPAC	158	Holds by OPAC	125
<b>ACTIVE PATRONS</b>	2477	<b>ACTIVE PATRONS</b>	2469	<b>ACTIVE PATRONS</b>	2525
<b>NEW PATRONS</b>		<b>NEW PATRONS</b>		<b>NEW PATRONS</b>	
Resident	19	Resident	27	Resident	90
NonResident	2	NonResident	5	NonResident	15
<b>ITEM COUNTS</b>	36174	<b>ITEM COUNTS</b>	35978	<b>ITEM COUNTS</b>	36177
<b>PUBLIC ACCESS COMPUTERS</b>		<b>PUBLIC ACCESS COMPUTERS</b>		<b>PUBLIC ACCESS COMPUTERS</b>	
Logins this month	405	Logins this month	417	Logins this month	496
Pages printed	609	Pages printed	706	Pages printed	862

**QUARTERLY CIRCULATION STATISTICS  
BY ITEM TYPE**

	A	B	C	D
1	<b>2018</b>	<b>April</b>	<b>May</b>	<b>June</b>
2	Auto Manuals	0	0	0
3	Books on CD	110	125	106
4	Children's Board Books	50	110	139
5	Children's Easy Readers	247	248	301
6	Children's Fiction	254	312	548
7	Children's Graphic Novels	126	116	193
8	Children's NonFiction	278	223	308
9	Children's Picture Books	420	505	669
10	Children's Ready to Read	90	57	90
11	DVDs	967	943	890
12	Fiction	353	376	307
13	Magazines	59	79	76
14	Music CD	12	51	37
15	Mystery	292	295	289
16	New Fiction	219	208	233
17	New NonFiction	80	117	88
18	New Mystery	143	158	133
19	New Science Fiction	5	15	19
20	NonFiction	265	286	289
21	Northwest	15	23	17
22	Paperback General	8	13	12
23	Paperback Mystery	19	24	15
24	Paperback Romance	12	39	31
25	Paperback Westerns	10	11	14
26	Paperback Science Fiction	3	8	15
27	Science Fiction / Fantasy	28	28	31
28	Teen Fiction	90	77	100
29	Teen Graphic Novel	43	41	9
30	Teen NonFiction	3	4	1
31	Videos	0	0	0
32	Westerns	32	44	41
33	Ukuleles	6	10	17
34	<b>TOTALS</b>	<b>5051</b>	<b>4557</b>	<b>5027</b>

Library Advisory Board Minutes  
June 14, 2018  
Meeting time 4:30pm

Present at the meeting were Charlene Adams, acting Chairperson, Diane Gerson, Eva Journey, Don Hopkins and Rose Peda. Kevin Hill excused absence.

Motion to approve the minutes as presented from the May 10, 2018 meeting. (Motion approved 4 ayes, 0 opposed).

Eva Journey mentioned that she would not be at our July meeting and asked if her absence could be excused.

The report of the Librarian included a synopsis of all the events at the Library in the month of May, patron and circulation statistics, and a review of the financials for the Library. Rose reported that across the City departments the managers are now using City issued work cell phones for communication with staff and each other rather than their personal cell phones. The allowance for the personal cell phones is no longer and in its place will be a monthly bill from Verizon. Diane Gerson inquired about the \$600.00 credit from Verizon. Rose explained that this was an error and a general ledger adjustment will be made by Finance to make the correction.

The Board discussed the changes to the account codes. They inquired if this was because of a new Finance Director. Rose explained the change in the process of submitting requests for payments of invoices and the efficiency and use of Springbrook accounting system.

#### **Old Business**

Rose reported that we are getting ready for the summer reading program. Staff need to visit local businesses to pick up a few of the prizes, but at this time, we have enough to get started.

The budget still needs to go before City Council. The Library's budget includes the approximately \$176,000 for the building renovation and a 4 month reserve.

#### **New Business**

The Elks Lodge and the Sweet Home Rotary both donated \$250.00 towards our give away books. Comcast has committed to giving us a \$500.00 donation towards give away books.

Rose reported that we received a grant from the Linn County Oregon Cultural Coalition for \$1,000 towards our summer reading programs.

Discussion of the AWE warranty and upgrades on the children's program.

Discussion of eliminating fines on children's and teen's materials. Rose explained that she is attempting to eliminate barriers to access. Board members felt that fines teach responsibility. They inquired about recourse for the Library. Rose explained that the library card would be blocked from use if there were overdue items on it. The focus of the discussion was on the often irresponsibility of the parent not returning materials. Eva brought up offering an amnesty during the summer of fines and by consensus the Board agreed.

Rose mentioned that she and Joy Kistner went to the Scholastic Warehouse to purchase give away books.

Rose mentioned that she is writing a grant for VOX books. These books would be one step above the "Ready to Read" section of the library.

Rose updated the Board on the status of items provided by the Trust Management Grant.

Respectfully submitted by Rose Peda, Library Services Director.

PLANNING COMMISSION MEETING  
June 4, 2018  
CITY HALL ANNEX - COUNCIL CHAMBERS  
1140 12<sup>TH</sup> AVENUE

**PUBLIC MEETING CALL TO ORDER AT 7:00 PM**

**ROLL CALL ATTENDING:**

Edith Wilcox	Henry Wolthuis	Eva Journey	Thomas Herb (Absent)
Greg Stephens	Lance Gatchell	Anay Hausner	

**STAFF:**

Jerry Sorte, Community and Economic Development Director (CEDD)  
Angela Clegg, Project Assistant

**REGISTERED VISITORS:**

Larry Rodger, PO Box 597, Sweet Home, OR

**COMMENTS FROM THE PUBLIC**

*None*

**APPROVAL OF MINUTES**

Chairperson Gatchell opened discussion for corrections to the May 7, 2018 meeting minutes.

Edits Included; None

Comments Included; None

Commissioner Wolthuis moved to approve the minutes.

Commissioner Journey seconded the motion to approve.

Question was called

Aye (6)

Commissioner Wolthuis, Vice-Chairperson Hausner, Commissioner Journey, and Commissioner Stephens, Commissioner Wilcox, Chairperson Gatchell

Nay (0)

Absent (1) Thomas Herb

Motion Passed Unanimously 6 Ayes to 0 Nays 1 Absent

**PUBLIC HEARINGS**

**PUBLIC HEARING OPENED AT 7:04PM**

**Chairperson Gatchell stated the following;**

**The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.**

**Chairperson Gatchell stated the first public hearing will be in regards to;**

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**VR 18-03 and CU 18-07** The applicant is requesting a front property line setback variance from 20 feet to zero feet in order to add a twelve foot addition to the Full Gospel Church of Sweet Home building. The existing church building is currently located at, or in close proximity to the front property line along Main Street (Highway 20). The proposed addition would be added to the front of the building. The addition would accommodate three restrooms and a kitchen area. A setback variance is needed to accommodate the proposed addition to the existing building.

The applicant was recently approved to convert the existing building on the property to a church by Conditional Use Approval CU 18-05. The proposed addition was depicted in the material reviewed under CU 18-05. This application would also confirm that the addition may be used for church use, and that use was permitted through the prior land use review process for CU 18-05. The subject property contains approximately 1.09 acres and is located in the Commercial Highway (C-2) Zone

**Chairperson Gatchell asked the Commissioners if they had any of the below stated in regards to the application;**

**Personal Bias: None**

**Conflict of Interest: None**

**Exparte: None**

The Commission passed a previous permit for this property; CU18-05. Request for setback to go from twenty feet to zero feet. CEDD Jerry Sorte acknowledged that it is called out in the plot plan. CEDD Jerry Sorte directed the Commissioners to Section 6, draft considerations for the commissioners to use. Commissioner Gatchel asked if the existing building had a variance. CEDD Jerry Sorte informed the commissioners that it does not.

Applicant Larry Rodgers, PO Box 597, Sweet Home, OR testified that he is wanting to add twelve feet for a kitchen and bathrooms for the church. He stated that it will be beneficial for the total use of the building and doesn't feel that it will hinder views to Highway 20.

Commissioner Wilcox asked if there are existing bathrooms. Mr. Rodger stated that the current bathroom is not useful for the future use of the building, and that they have to add bathrooms per code. Once the new bathrooms are installed the existing bathroom will be turned into a storage closet.

Commissioner Wolthius asked about the one access point. He wanted to know if the applicant was going to talk to ODOT about creating a 'U' driveway and have parking access in the gated area. Mr. Rodgers stated that the current lot fits approximately 30 cars. They are going to leave the back lot gated and not use it for the time being. There is street access to the gated lot but to use it for parking would require some additional work and permitting.

CEDD Jerry Sorte stated that a question was raised about the whole building needing a setback. Sorte stated that the addition was reviewed as a variance per code. The Planning Commission previously approved conditional use permit CU 18-05; which allowed the subject property to be used for church use. See Attachment D. The plot plan that was proposed in CU 18-05 is the same as proposed in these applications. At the time that the City reviewed CU 18-05, it was not identified that a front setback variance was also needed to accommodate the “proposed addition” that is depicted on the plot plan. The proposed addition would be approximately 12 feet by 48 feet. These applications, if approved, would remedy this situation and allow the applicant to develop their property as proposed with CU 18-05. This proposal has been given two file numbers. VR 18-03 references the criteria for the setback variance request. CU 18-07 references the criteria whereby certain modifications to existing conditional use permit approvals can be made without addressing all of the criteria for a new conditional use permit.

**Testimony in Opposition:** None

**Neutral Testimony:** None

**Rebuttal:** None

**PUBLIC HEARING CLOSED AT 7:16PM**

**Commissioner Wilcox** moved to approve VR 18-03 and CU 18-07.  
**Commissioner Journey** seconded the motion to approve

**Question was called**

**Aye (6)**

**Commissioner Wolthuis, Vice-Chairperson Hausner, Commissioner Journey, and Commissioner Stephens, Commissioner Wilcox, Chairperson Gatchell**

**Nay (0)**

**Absent (1) Thomas Herb**

**Motion Passed Unanimously 6 Ayes to 0 Nays 1 Absent**

**PUBLIC HEARING RE-OPENED AT 7:19 PM**

**Chairperson Gatchell stated the following;**

**The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.**

**Chairperson Gatchell stated the first public hearing will be in regards to;**

**LA 18-01** CEDD Jerry Sorte asked the Commissioners how they would like to implement SB1051. CEDD Jerry Sorte put it into code (Reference LA18-01). Rules take effect July 1. Under statute the City must apply state law. The Commission will make suggestions to the City Council during a public hearing June 12. Changes to the code are in the Planning Commission packet.

**Testimony in Opposition:** None



**Neutral Testimony:** None

**Rebuttal:** None

**Chairperson Gatchell** thanked the applicant.

### **PUBLIC HEARING CLOSED AT 7:25PM**

Commissioner Journey questioned the verbiage about churches. CEDD Jerry Sorte put the definition according to statute. Planning will need to work on defining it if it comes up.

Commissioner Wolthius stated that he did not like the verbiage in 17.24.090(B) regarding the skirting [**17.24.090 HOMES ON INDIVIDUAL LOTS (B)** The base of a home must be enclosed continuously at the perimeter with either concrete, concrete block, brick, stone, or combination thereof, or shall have continuous skirting which matches the exterior.]. He feels that skirting shouldn't be allowed, that a more aesthetic based be required. CEDD Jerry Sorte informed Commissioner Wolthius that is how the statute reads, but will inform the commission if he learns of anything new from his colleagues. Chairperson Gatchel stated that it is a code issue and can be discussed during the next code update meeting.

**Commissioner Journey** moved to approve LA 18-02.

**Commissioner Wilcox** seconded the motion to approve

**Question was called**

**Aye (6)**

**Commissioner Wolthuis, Vice-Chairperson Hausner, Commissioner Journey, and Commissioner Stephens, Commissioner Wilcox, Chairperson Gatchell**

**Nay (0)**

**Absent (1) Thomas Herb**

**Motion Passed Unanimously 6 Ayes to 0 Nays 1 Absent**

### **PROJECT UPDATES FROM PLANNING STAFF**

**Discussion Ensued** about the hiring of Code Enforcement Officer Tommy Mull. They will be working on piecing the program together so that one person can accomplish the tasks. He won't be starting to patrol until a later date.

There will be a planning commission meeting in two weeks to discuss the Conditional Use permit for Sankey Park.

Mike Ramesnik is retiring June 15<sup>th</sup>. There will be a party in the annex.

Recruiting for the Planning position in on-going. CEDD Jerry Sorte would like the entire department to be able to answer 80% of all calls. He hopes to be at full staff in a month or two. There is an internal conversation going on about City recruitment methods.

Code updates will happen after the planning position is filled and SC1051 is implemented

Vice-Chairperson Hausner is resigning to go back to school. She will be available until June 24<sup>th</sup>.

Chairperson Gatchel wants to do a Thank You celebration at the next meeting for Vice-Chairman Hausner.

**Concerns Included:**

- There needs to be a discussion about how to zone public spaces. There is currently no zone for parks so it has to be zoned as a community center.

**Ideas Included:**

- No new ideas presented.

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**ADJOURNMENT**

**PUBLIC MEETING CLOSED AT 7:45PM**

**To the best of the recollection of the members of the Planning Commission, the foregoing is a true copy of the proceedings of the Public Meeting of May 7, 2018.**

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Lance Gatchell Chairperson  
Sweet Home Planning Commission

Respectfully submitted by: Angela Clegg, Project Assistant

PLANNING COMMISSION MEETING  
June 18, 2018  
CITY HALL ANNEX - COUNCIL CHAMBERS  
1140 12<sup>TH</sup> AVENUE

**PUBLIC MEETING CALL TO ORDER AT 7:00 PM**

**ROLL CALL ATTENDING:**

Edith Wilcox	Henry Wolthuis	Eva Jurney	Thomas Herb
Greg Stephens	Lance Gatchell	Anay Hausner	

**STAFF:**

Jerry Sorte, Community and Economic Development Director (CEDD)  
Joe Graybill, Staff Engineer  
Angela Clegg, Project Assistant

**REGISTERED VISITORS:**

Guy Dent, PO Box 437, Springfield, OR 97477 (owner of 951 15<sup>th</sup> Ave., Sweet Home)  
surveyguy02@yahoo.com  
Sean Howells, 951 15<sup>th</sup> Avenue, Sweet Home, OR 97386, 541-367-8241,  
showells@cascadetimber.com

**COMMENTS FROM THE PUBLIC**

*None*

**APPROVAL OF MINUTES**

No Minutes presented to approve.

**PUBLIC HEARINGS**

**PUBLIC HEARING OPENED AT 7:02PM**

**Chairperson Gatchell stated the following;**

**The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.**

**Chairperson Gatchell stated the first public hearing will be in regards to;**

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**CU 18-06** The City of Sweet Home is proposing new development at Sankey Park. Proposed improvements including the construction of a pedestrian bridge connection to the Jim Riggs Community

Center (JRCC). The City also plans to remove the existing restrooms, breezeway, and storage building and construct new restrooms in a different location closer to the central Weddle Bridge Plaza entry area. Replacing the restrooms will require some extensions to the plumbing systems, sewer system, and electrical power systems installed to the previous manufactured home. Additional improvements include the construction of a new playground area, new pavilion construction, BMX track renovation, parking lot improvements, hard surface improvements, and path development.

This application is being processed as development of a Community Center. The subject property is located in the Residential Low-Density (R1) Zone, the Residential High Density (R2), and Natural Resources (NR) Zone. Projects are proposed to be phased and completed if and when funding is available

**Chairperson Gatchell asked the Commissioners if they had any of the below stated in regards to the application;**

**Personal Bias: None**

**Conflict of Interest: None**

**Exparte: None**

**CEDD Jerry Sorte** read through an email response from the Department of State Lands that came in after comment period deadline; [We have completed our review of the Wetland Land Use Notification that was prepared for **City of Sweet Home**. The WLUN form was submitted to the Department for review/response and given the file number **WN2018-0291**.

The results and conclusions from that review are explained in the attached pdf documents. If the attached documents are illegible or difficult to open, you may contact the Department and request paper copies. Otherwise, please review the attachments carefully and direct any questions or comments to Jurisdiction Coordinator, Lauren Brown at (503) 986-5218 or [lauren.brown@dsl.state.or.us](mailto:lauren.brown@dsl.state.or.us). Thank you for your interest in the project.] The Application, 11x17 Maps, and Attachment B were provided to the Commission in their packets.

CEDD Jerry Sorte informed the commission that public parks are not called out in the Sweet Home Municipal Code. It was determined that the Community Center definition, which is broad, includes public parks. The projects described are a direct result of the Sweet Home Park System Master Plan approved in January 2014. From the Master Plan, the Conceptual Redesign was prepared and approved in October 2016. The Park and Tree Committee approved of the Sankey Park Conceptual Design Plan and the Tentative Layout Facilities & Paths Plan, provided by Joe Graybill that is in the Commissioners packet. Staff addressed the local standards for the bridge construction, and if approved may need to acquire additional State Permits.

**Chairperson Gatchell asked the applicant to speak to the request.**

**CED Engineer Joe Graybill** stated that the City is at the beginning stages of the Sankey Park project. This project will be spread out over a few years with an emphasis on the pedestrian bridge, restroom facilities in the lower park, the gazebo, and the paths (reference the Concept Plan Map provided to the Commission). Staff has talked about recruiting volunteer monies for smaller items such as, but not limited to, picnic tables, benches, etc. Much of the project will be ADA accessible so that it is viable for the community as a whole. Primary areas for focused ADA compliance will be the pedestrian bridge, restroom facilities and the playground.

CEDD Jerry Sorte added that the City would like to make Sankey Park more inviting to the community. He believes that if you build a nice park, people will use it and the bad elements will leave. With this public hearing, the City intended for the community to have a voice.

**Testimony in Favor:** None

**Testimony in Opposition:** Guy Dent, 3090 Yolanda Street, Springfield, OR is the owner of the property at 951 15<sup>th</sup> Street, Sweet Home, OR. Mr. Dent has concerns about path C7 that would run right next to his property on 15<sup>th</sup> Street. He doesn't want people walking by his yard. He feels that theft will increase if the path goes through to 15<sup>th</sup> Street. He also feels that if a solid fence goes in it will attract graffiti. Mr. Dent feels that his property on Elm Street will benefit from the park improvements. Mr. Dent is also concerned about the riparian area. Commissioner Journey made the comment that Mr. Dent's concerns are concerns for any park in the state. Chair Person Gatchel stated to Mr. Dent that the City is trying to develop Sankey Park for the whole community. Vice Chair Person Hausner stated to Mr. Dent that the Master Park Plan took four years to develop and was completed in 2014. CEDD Jerry Sorte then suggested the commission hold comment until the public hearing is closed.

**Neutral Testimony:** Sean Howells, 951 15<sup>th</sup> Street, Sweet Home, OR is the renter of the property on 15<sup>th</sup> Street. Mr. Howells feels that opening the gate on the C7 path near his house would increase crime at his house. Before the fence and gate went in he couldn't leave anything in his backyard. Since the gate was put in he hasn't had theft problems. Mr. Howells is also concerned about timber harvested within a fish bearing creek and wants to make sure the buffer rules are being followed. He feels that no trail should go along the creek. Despite his concern for the C7 trail and the riparian buffer Mr. Howells likes the idea of the park improvements. Chair Person Gatchel replied to Mr. Howells that there is a fifty foot buffer within city limits. CEDD Jerry Sorte added that there is a fifty foot buffer from the top of the bank to the creek, and that the City would have to comply with all state and federal standards. Unrelated, Mr. Howells asked why Ames Creek got rerouted originally.

**Rebuttal:** CED Engineer Joe Graybill told Mr. Dent and Mr. Howells that the gate near their property was opened years ago. There was a lot of student traffic during that time. Eventually the fence and gate were padlocked, but Mr. Graybill does not know if the City of Sweet Home or the Sweet Home School District put the padlock on. The Dahlenberg Bridge is intended to be relocated possibly to the New City Hall building. The bridge will not be destroyed. Mr. Graybill informed Mr. Dent and Mr. Howells that the creek was reconfigured in the 1990's so that people could not walk across the creek. The C7 path could generate more use, but they can also have it lead to the overlook that is planned in place of the Dahlenberg Bridge.

Mr Gatchel stated that the plan in front of them is a draft plan. Mr. Graybill agreed and added that the construction of the path will not take place for a few years so path changes can be discussed further. The path system is low priority

Sean Morgan from the New Era asked if the gate could be locked at night and open during park hours.

CEDD Director Jerry Sorte stated that the park and tree committee can discuss the C7 path further taking into consideration the concerns presented at the hearing.

**PUBLIC HEARING CLOSED AT 7:47PM**

## **Planning Commission discussed the application.**

### **Concerns Included:**

- Commissioner Herb asked if the City has the budget and guts to ask police to walk through once an hour.
- Vice Chairperson Hausner said that she can see the concerns of Mr. Dent and Mr. Howells. Maybe the path can be shortened so that it doesn't go into the neighborhood. She stated that Venues will come in, but the Jamboree may not be the only venue.
- Commissioner Wilcox's only concern is the preservation of bandstand and gazebo.

### **Considerations and Ideas Included:**

- Commissioner Herb stated that Sankey Park should stay a great city park. People don't buy or not buy property around it because of undesirables and the Jamboree.
- Commissioner Stephens stated that he thought it was nice plan. He feels that the permits will address any issues, and upgrading the park will help with attendance and keeping the undesirables out.
- Vice Chairperson Hausner said that she can see the concerns of Mr. Dent and Mr. Howells.
- Vice Chairperson stated that she feels that parks help kids
- Chairperson Gatchell feels it is a well put together plan, it is manageable, and the concerns should be addressed through the process.
- Commissioner Wolthius feels that the path could be reworked. The City could add shrubbery for a barrier. Mr. Wolthius acknowledges the vandalism concerns, but is excited about the project.
- Commissioner Journey asked the commission to think about what Sweet Home will look like in 10 years. Will Sankey Park be a nice park or the part that was here 10 years ago? Journey feels that a system of parks in town would be desirable. She asked the commission to think about the risks versus the benefits because it is easier to focus on the negative. If the City is willing to take risks then the park will turn out like the City's vision. There will be additional meetings for the community to voice their opinions. Agendas are always posted so the community is aware. She is willing to take the risk and feels it is a good idea.
- Commissioner Wilcox told the commission that she has experienced Sankey Park since 1968. She feels that the plan is a great concept and great idea. She thinks that we could lock the bathrooms at night.

**Vice-Chairperson Hausner made a motion to approve the application request for land use file CU 18-06**, proposing new development at Sankey Park. Proposed improvements including the construction of a pedestrian bridge connection to the Jim Riggs Community Center (JRCC). The City also plans to remove the existing restrooms, breezeway, and storage building and construct new restrooms in a different location closer to the central Weddle Bridge Plaza entry area. Replacing the restrooms will require some extensions to the plumbing systems, sewer system, and electrical power systems installed to the previous manufactured home. Additional improvements include the construction of a new playground area, new pavilion construction, BMX track renovation, parking lot improvements, hard surface improvements, and path development. This application is being processed as development of a Community Center. The subject property is located in the Residential Low-Density (R1) Zone, the Residential High Density (R2), and Natural Resources (NR) Zone. Projects are proposed to be phased and completed if and when funding is available

**Commissioner Journey seconded the motion.**

**Question was called**

**Aye (6)**

**Commissioner Journey, Commissioner Herb, Interim Chairperson Wolthuis, and Vice Chairperson Hausner, Commissioner Wilcox, Commissioner Stephens**

**Nay (0)**

**Motion Passed Unanimously 6 Ayes to 0 Nays**

#### **PROJECT UPDATES FROM PLANNING STAFF**

**Discussion Ensued** CEDD Jerry Sorted informed the Commission that the next meeting will be Monday, July 2, 2018. There will be two public hearings during that meeting.

Vice Chairperson Hausner nominated Commissioner Journey to be the next Vice Chairperson. Commissioner Stephens said he would like to wait until they have a new commissioner before they vote.

#### **PUBLIC MEETING CLOSED AT 8:05 PM**

**To the best of the recollection of the members of the Planning Commission, the foregoing is a true copy of the proceedings of the Public Meeting of May 7, 2018.**

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Lance Gatchell Chairperson  
Sweet Home Planning Commission

Respectfully submitted by: Lagea Mull, Project Assistant



June 26, 2018

Ray Towry  
City Manager  
City of Sweet Home  
1140 12th Avenue  
Sweet Home, OR 97386

Dear Mr. Towry,

As part of Comcast's ongoing commitment to keep you informed, we want to let you know that there is an upcoming change to our channel lineup that will result in the following:

**EFFECTIVE JULY 26, 2018: On July 26<sup>th</sup> Comcast will move the Tennis channel from our Digital Preferred package to our Digital Starter package. We are making this change to adhere to agreed upon subscriber levels with Tennis Channel owner, Sinclair.**

As always, should you have any questions, please feel free to contact me at (503) 605-6357.

Sincerely,

Tim Goodman  
Director, Government & Regulatory Affairs



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## WHEN

### Seminar

Wednesday, July 18, 5 p.m. - 8 p.m.

### 1 on 1 website audits

Thursday, July 19, 8 a.m. - 5 p.m.

Friday, July 20, 8 a.m. - 5 p.m.

## WHERE

**Room 101, LBCC Sweet Home Center  
1661 Long Street, Sweet Home**

## REGISTRATION

\$29 for rural town Chamber of Commerce members. \$49 for non-Chamber members.

Registration deadline is Wednesday, July 11.

Limited to the first 40 people who register.

1 on 1 Audit attendees must register for business advising through SBDC

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6500 SW Pacific Blvd SW  
Albany, OR 97321

Phone: 541-917-4929  
[lbccsmallbiz@gmail.com](mailto:lbccsmallbiz@gmail.com)  
[linnbenton.edu/sbdc](http://linnbenton.edu/sbdc)



For Registration:  
**541-917-4840**



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City Council Packet 07-10-18 pg. 81



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