

COUNCIL AGENDA



OCTOBER 9, 1996

LEBANON CITY COUNCIL

October 9, 1996

7:30 p.m.

A G E N D A

Lebanon School District Board Room
485 South Fifth Street

NO NOON SESSION

CALL TO ORDER/FLAG SALUTE

ROLL CALL

APPROVAL OF MINUTES

- 1) Minutes of the September 11, 1996 City Council Meeting
- 2) Minutes of the September 25, 1996 City Council Meeting

PROCLAMATION

- 3) PROCLAIMING OCTOBER AS PUBLIC SAFETY MONTH

PUBLIC HEARING

- 4) APPEAL OF PLANNING COMMISSION DECISION

Presented by: Mr. Doug Parker, City Planner

Approval/Denial by MOTION

LEGISLATIVE ACTION

- 5) ADOPTION OF A CITY OF LEBANON SUPPLEMENTAL BUDGET TO MAKE APPROPRIATIONS FOR FISCAL YEAR 1996-97

Presented by: Ms. Judy Wendland, Finance Director

Approval/Denial of RESOLUTION

6) PROPERTY TRANSFER FROM LINN COUNTY

Presented by: Mr. Brian Hall, Maintenance Division Manager

Approval/Denial of RESOLUTION

7) TRUCK PARKING RESTRICTION ON OAK STREET

Presented by: Mr. Walt Richmond, Chief of Police

Approval/Denial of ORDINANCE

8) AUTHORIZATION OF CERTAIN INTRA-FUND TRANSFERS IN THE 1996-97 BUDGET

Presented by: Mr. Walt Richmond, Chief of Police

Approval/Denial by RESOLUTION

9) AWARD OF CITY SIDEWALK (PHASES III AND IV)

Presented by: Mr. Chuck Eaton, Senior Engineer

Approval/Denial by MOTION

10) CREATION OF PARK COMMITTEE/TREE BOARD

Presented by: Mr. Brian Hall, Maintenance Division Manager

Approval/Denial by RESOLUTION

11) NO PARKING ZONE - EAST MILTON STREET WEST OF WILLIAMS STREET

Presented by: Mr. Jim Ruef, Public Works Director

Approval/Denial of RESOLUTION

AGENDA ITEM 1

**MINUTES
LEBANON CITY COUNCIL MEETING
SEPTEMBER 11, 1996**

MEMBERS PRESENT Mayor Bob Smith; Councilors: Ron Miller, Ken Toombs, John Richard, Wayne Rieskamp, Floyd Fisher

STAFF PRESENT Joseph Windell, City Administrator; Tom McHill, City Attorney;; Judy Wendland, Finance Director; Walt Richmond, Chief of Police; Jim Ruef, Director of Public Works; Charles Eaton, Senior Engineer

CALL TO ORDER & FLAG SALUTE

The regular meeting of the City Council of Lebanon was called to order by Mayor Smith at 7:40 P.M., September 11, 1996 in the Lebanon School District Board Room at 485 S. 5th Street. Roll call was taken with five members present.

APPROVAL OF MINUTES

1. MINUTES OF AUGUST 14, 1996

The Minutes of the meeting of August 14, 1996 were approved as submitted.

PROCLAMATION

2. NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH

Hearing no opposition from the Councilors, Mayor Smith declared by proclamation the month of October as National Disability Employment Awareness Month.

LEGISLATIVE ACTION

3. VACATION OF A DRAINAGE EASEMENT

Director of Public Works Ruef stated the vacation is requested for an old easement that lies under the Lebanon Plaza buildings and is no longer needed. Mr. Ruef asked the Councilors to set October 23, 1996 as the date for a Public Hearing that is required for this vacation.

A motion was made by Councilor Toombs, seconded by Councilor Miller and unanimously passed that:

The Council accepts the petition for vacation of a drainage easement and a Public Hearing be scheduled for October 23, 1996.

4. PARKING RESTRICTION ON EAST GRANT STREET

Director of Public Works, Ruef reported a request to restrict parking on the south side of East Grant Street, east and west of River Street. Engineering Services Division Manager, Jim Clark recommended a 20-foot "No Parking" zone be placed on East Grant Street, each side of the River Street intersection.

City Attorney McHill read the following Resolution by title:

A RESOLUTION PROHIBITING STREET PARKING ON A PORTION OF EAST GRANT STREET AT RIVER STREET

A motion was made by Councilor Miller, seconded by Councilor Rieskamp and passed unanimously that:

A Resolution prohibiting street parking on a portion of East Grant Street at River Street be approved establishing 20-foot "No Parking" zones on the south side of East Grant Street, each side of the River Street intersection.

5. PARKING RESTRICTION ON A PORTION OF TWELFTH STREET

Director of Public Works, Ruef stated this is a Staff generated request. Twelfth Street has been designated as a Collector Street in the Transportation Master Plan. In order to establish necessary travel and bike lanes, parking will need to be restricted to one side of the road. Staff would like this established before the new subdivision planned for that area is built and they would like to stripe the street utilizing this restriction.

City Attorney McHill read the following Resolution by title:

A RESOLUTION PROHIBITING STREET PARKING ON A PORTION OF 12TH STREET

A motion was made by Councilor Richard, seconded by Councilor Toombs and passed unanimously that:

The Resolution prohibiting street parking on the east side of 12th Street, between "F" Street and Oak Street.

6. TRUCK PARKING RESTRICTION

Chief of Police Richmond reported that concern has been expressed from the Fire District, Assembly of God Church and others regarding the parking of trucks and trailers along Oak Street. Chief Richmond presented a variety of options, such as leaving the Ordinance as it is now; or change the Ordinance to (1) prohibit truck parking on Oak Street from 7th Street to west city limits (2) limit parking on Oak Street to 10 minutes except for area west of Airway Road intersection. Staff

recommends "No Parking" for first 100-feet west of Airway Road. The next .3 of a mile to west city limits, trucks could park on the north side of Oak Street. There are no houses in that area. This plan would allow 10 minute parking at the convenience store on Oak Street.

Mayor Smith invited members of the audience to comment on this issue. Ann Christensen, sister of truck driver David Harding, recommended having a parking lot for trucks at the city owned area located on Oak Street, west of Airway Road, at the end of the airport runway. She suggested the drivers could be charged an annual fee which would provide maintenance of the gravel covered area. It was agreed by Council members that it would take an acre to provide the space needed. Mr. Ruef reported this property is at least that large. Mr. Windell stated to do this, it would have to be approved by the Aeronautics Board. Jim Hughes, truck driver, stated he is from a town who banned trucks from their town. A parking lot was then provided. He also suggested trailers could be dropped at the Truck Stop at I-5 and drive only the bobtail into town. Mr. Windell reported that 6-7 trucks are normally parking along Oak Street. He also suggested that as an alternative, a turn-out lane could be made at the City property at the end of the runway providing room for the trucks to pull into and be off the street but still not involve a complete parking lot.

A motion was made by Councilor Toombs, seconded by Councilor Rieskamp and passed unanimously that:

Decision on both Ordinances be tabled until the next meeting, September 25, 1996.

Councilor Rieskamp invited the members of the audience attending this meeting for the purpose of this decision to contact the City if they have any questions. Police Chief Richmond presented each of them his business card.

7. BONDING AUTHORITY FOR THE HOSPITAL DISTRICT

City Attorney McHill reported that four years ago the Council created the Hospital Facilities Authority for the City of Lebanon. Former member of the Council, Diane Branson was appointed representative to this Board. With the approval of the Mayor, the Hospital Facilities Authority Board wishes to proceed with the issuance of Gross Revenue Bonds, Series 1996 (Mid-Valley Healthcare Wiley Creek Project) of \$6,000,000. Mr. McHill stated the City's Bond Counsel has reviewed this and has no concern over it. The City has no control over the Hospital Facilities except they must have a representative to the Board.

A motion was made by Councilor Toombs, seconded by Councilor Rieskamp and passed unanimously that:

The request to endorse Mayor Smith's signing of the Resolution of The Hospital Facilities Authority of The City of Lebanon Bond Issuance is approved.

8. STREET CLOSURE

Senior Center Program Manager, Lou Ann Grosch requested a street closure be made on Ash Street between Park and Grove Streets, October 5, 1996 from 7:00 A.M. to 6:00 P.M. for the purpose of holding a "Harvest Festival" as a fund raising project for the Library / Senior Center Building Project.

A motion was made by Councilor Richard, seconded by Councilor Toombs and passed unanimously that:

The request for a temporary street closure on Ash Street from Park Street to Grove Street for the purpose of a "Harvest Festival", a fund raising project for the Lebanon Library / Senior Center Building Project, on October 5, 1996, 7:00 A.M. to 6:00 P.M. is approved

9. ACCEPTANCE OF RIGHT-OF-WAY DEDICATION AND PUBLIC UTILITY EASEMENT

City Attorney McHill stated that the purpose of this item is to have the Council formally accept the easement and right of way running from the Lebanon Community Hospital and continuing with the construction of the new Reeves Parkway. In order to have these acquisitions recorded by the County Recorder they must be formally accepted by the Council.

A motion was made by Councilor Miller, seconded by Councilor Rieskamp and passed unanimously that:

The acquisitions be accepted as stated in the packet.

10. AMENDMENT OF ORDINANCE CONCERNING THE LICENSING OF AMUSEMENTS

City Attorney McHill reminded the Councilors of the man who approached the Council following the meeting of August 14, 1996 asking that there be consideration given to reducing the City Business Carnival License for small businesses, such as a small operation of Go-Karts set up in parking lots, by forming a separate classification for this category. In reviewing this request Staff found that existing licenses for carnivals / amusements require \$100 a day. Because the Councilors asked Staff to investigate this matter, the recommendation is now that a flat rate fee of \$25.00 be charged for up to four attractions.

City Attorney McHill read the following Ordinance by title:

A BILL FOR AN ORDINANCE AMENDING LEBANON MUNICIPAL CODE SECTION 5.16.030, CARNIVALS - LICENSE FEE AND DECLARING AN EMERGENCY

OTHER MATTERS

14. **COUNCIL MEMBERS INTERESTED IN SERVING AT THE CENTURY PARK IMPROVEMENT CELEBRATION ON THURSDAY, SEPTEMBER 26TH FROM 4:30 TO 6 P.M.**

City Administrator Windell asked that if any Councilors would like to help with this celebration to contact him.

CITIZENS COMMENTS

There were none.

EXECUTIVE SESSION

As per ORS 192.660(1)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions. ORS 192.660(1)(h) To consult with legal counsel concerning legal rights and duties of the Council regarding current litigation.

Mayor Smith adjourned the regular order of business of the City Council and convened for an Executive Session at 8:20 P.M.

Mayor Smith adjourned the Executive Session at 8:50 P.M. and reconvened to the regular order of business of the City Council at 8:50 P.M.

ADJOURNMENT

There being no further business the Council meeting was adjourned at 8:51 P.M.

Recorded by Dorothy Nicholson, Secretary

Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Recorder

AGENDA ITEM 2

**MINUTES
LEBANON CITY COUNCIL MEETING
SEPTEMBER 25, 1996**

MEMBERS PRESENT Mayor Bob Smith; Councilors: Ken Toombs, Wayne Rieskamp, Floyd Fisher

STAFF PRESENT Tom McHill, City Attorney; Walt Richmond, Chief of Police; Jim Ruef, Director of Public Works; Douglas Parker, City Planner; Jim Clark, Engineering Services Division Manager; Charles Eaton, Senior Engineer

ANNOUNCEMENT

Mayor Smith announced that Councilor Miller and Councilor Richard would not be present. There must be four Councilors present to conduct a meeting. Therefore there was no quorum and a meeting could not be conducted.

Mayor Smith asked if there were any announcements to be made and Director of Public Works Ruef announced there would be a meeting October 9, 1996 at 6:00 P.M. prior to the next Council Meeting, upstairs in City Hall. To be discussed would be transportation and sewer issues.

NEXT MEETING

Mayor Smith announced that the next meeting will be held October 9, 1996 at 7:30 P.M. at the School District Administration Building. Mayor Smith also stated that all matters on this Agenda will be on that meeting's Agenda.

ADJOURNMENT

Mayor Smith adjourned the meeting at 7:35 P.M.

Recorded by Dorothy Nicholson, Secretary

Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Recorder

AGENDA ITEM 3



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell, City Administrator

DATE: October 2, 1996

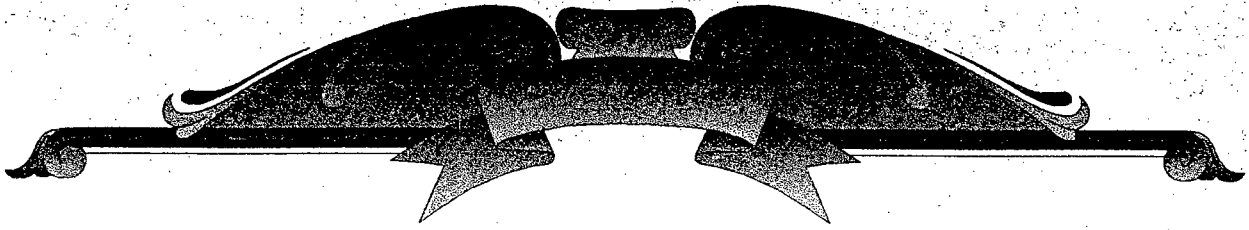
FROM: Walter Richmond, Chief of Police

SUBJECT: PUBLIC SAFETY MONTH

Governor Kitzhaber has proclaimed October to be Public Safety Month. Please find attached a like proclamation for the consideration of the mayor and council.

On Saturday, October 19, 1996 the Police Department will participate in the Red Ribbon Week Kickoff at Wal-Mart. Also, on October 26, 1996 from 10 a.m. to 3 p.m. at Wal-Mart, we will be involved in a Public Safety Awareness Program.

ref
Attachment



PROCLAMATION

PUBLIC SAFETY MONTH

WHEREAS, Safety of persons and property is imperative to the well-being of the state of Oregon and our nation; and

WHEREAS, Public Safety employees act to preserve and enhance the well-being of Oregonians, and protect our people and property from misfortune and distress; and

WHEREAS, Whether fire fighter or police officer, corrections officer, 911 dispatcher or paramedic; Whether fighting home fires or forest fires; Whether maintaining prison security or conducting public safety education classes for school children; Whether handling hazardous waste spilled on the road or extricating and transporting accident victims; Whether lending a hand to the elderly or helping a lost or scared child feel safe; Public Safety employees interact directly with Oregonians of all ages.

WHEREAS, Public safety employees are dedicated and exemplary citizens who embody the spirit of Oregon engraved on the Capitol walls:

A free state is formed and is maintained by the voluntary union of whole people joined together . . . for the common welfare.

NOW, THEREFORE, I Robert G. Smith, Mayor of the City of Lebanon, do hereby proclaim October 1996 to be **PUBLIC SAFETY MONTH**.

DATED: October 9, 1996

Robert G. Smith, Mayor



Beginning in 1996, October will be known as Oregon Public Safety Month

Teacher -- classified employee -- school administrator -- principal -- school board member -- education supporter -- parent

- ◆ **facilitate learning about personal safety and responsibility at a very early age**

City Council member -- mayors -- legislator -- other elected officials

- ◆ **currently making the decisions which define the foundation of communities safety**

Public safety employee -- Sheriff -- chief

- ◆ **directly promote community safety**

Unions -- associations

- ◆ **provide job training and support to public safety employees which directly contributes to Oregon's community safety**

Community organizations -

- ◆ **provide assistance and creativity in crafting solutions for a safer Oregon**

In recognition of the dedication, training, and skill of those Oregonians actively engaged in the vision of a safe and secure Oregon, Governor Kitzhaber has declared that **October is Public Safety Month**.

In October, communities throughout Oregon will be celebrating their investments in safety. Cities and counties have made public safety a top priority. Each community has demonstrated its own local approach to making Oregon safe.

You are an integral part of the "Chain of Community Safety."

Your position as a decisionmaker irrevocably places you there.

We all are part of this chain.

Multnomah County Sheriff Dan Noelle, Portland Mayor Vera Katz and Multnomah County Commissioner Tanya Collier, who requested Governor Kitzhaber's declaration, urge you to join them by honoring the courage and commitment of public safety employees. Please make time in October to:

- Tour your local police, fire, or sheriffs department; corrections facility; or, dispatch center. *It will fit a lesson plan and has probably changed since your last school tour.*
- Design a Public Safety Event that showcases safety programs available in your community. *Provide tours of safety vehicles and equipment, or educational activities such as finger prints and equipment demonstrations.*
- Take a CPR class.
- Say "Thanks, we appreciate your work."

Chain of Safety -- Community Safety.

OFFICE OF THE GOVERNOR
STATE OF OREGON



PROCLAMATION

WHEREAS: Safety of persons and property is imperative to the well-being of the state of Oregon and our nation; and

WHEREAS: Public Safety employees act to preserve and enhance the well-being of Oregonians, and protect our people and property from misfortune and distress; and

WHEREAS: Whether fire fighter or police officer, corrections officer, 911 dispatcher or paramedic;

Whether fighting home fires or forest fires;

Whether maintaining prison security or conducting public safety education classes for school children;

Whether handling hazardous waste spilled on the road or extricating and transporting accident victims;

Whether lending a hand to the elderly or helping a lost or scared child feel safe;

Public safety employees interact directly with Oregonians of all ages.

WHEREAS: Public safety employees are dedicated and exemplary citizens who embody the spirit of Oregon engraved on the Capitol walls:

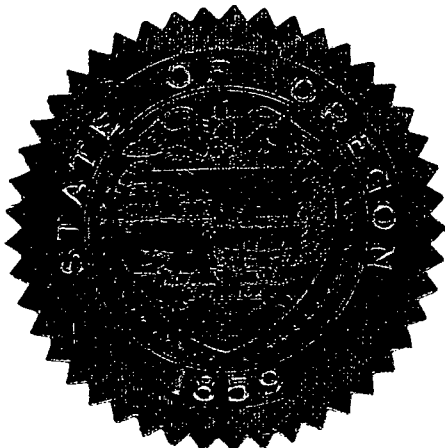
A free state is formed and is maintained by the voluntary
union of whole people joined together . . . for the common welfare.

NOW,
THEREFORE, I, John A. Kitzhaber, Governor of the State of Oregon, hereby proclaim October 1996 to be

PUBLIC SAFETY MONTH

in Oregon and encourage all citizens to join in this observance.

IN WITNESS WHEREOF, I hereunto set my hand
and cause the Great Seal of the State of Oregon to
be affixed. Done at the Capitol in the City of Salem
in the State of Oregon on this day, August 8, 1996.



John A. Kitzhaber, Governor

Phil Keisling, Secretary of State

AGENDA ITEM 4



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell, City Administrator

DATE: September 20, 1996

FROM: Doug Parker, City Planner

SUBJECT: Appeal of Preliminary Development Plan Approval and Conditions of Approval for Santiam Village "North" Manufactured Dwelling Park
File No. PD-96-4

On August 21, 1996, the Lebanon Planning Commission granted preliminary approval to a preliminary development plan to develop a 13.67-acre vacant site into a manufactured dwelling park consisting of 97 spaces, open space areas, and public and private streets. Public and private utility improvements and extensions are included in this project.

Subsequent to the preliminary approval of the Lebanon Planning Commission, the applicant and another party have duly filed two separate notices of appeal with the Lebanon City Recorder. The applicant has appealed the Planning Commission condition that the road serving the development be a public road rather than a private road as proposed by the applicant.

The other appeal was filed by the Boys and Girls Club who "request denial of the development as it would landlock Weldwood Park making future expansion impossible."

Attached are the Planning Commission staff report and approved minutes, appeal letters, and letters submitted by adjacent, potentially affected parties. The City Council may sustain, reject, or overrule the ruling of the Planning Commission; provided, that such action complies with the provisions and intent of the Lebanon Municipal Code.

/ew

RECEIVED

AUG 28 1996

PUBLIC WORKS

John & Luann Court
P.O Box 5535
Aloha, Oregon 97006

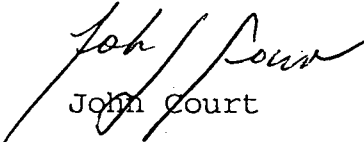
August 28, 1996.

City of Lebanon
Mr. Joseph Windell
City Hall
925 Main Street
97355

Mr. Windell,

We, John and Luann Court, wish to formally appeal the August 21, 1996, decision of the Lebanon City Planning Commission. The decision is regarding case file no. PD96-4 and concerns Santiam Village North Mobile Home Park. We are in agreement with the City of Lebanon Staff Report that the project be approved with a private road and with additional conditions unrelated to the private road.

Sincerely,


John Court

John & Luann Court
P.O. Box 5535
Aloha, Oregon 97006

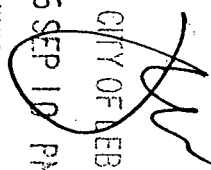
RECEIVED

SEP 10 1996

PUBLIC WORKS

August 28, 1996.

City of Lebanon
Mr. Joseph Windell
City Hall
925 Main Street
Lebanon, OR 97355

ADMINISTRATOR'S OFFICE
96 SEP 10 PM 3:54
CITY OF LEBANON


Mr. Windell,

We, John and Luann Court, wish to formally appeal the August 21, 1996, decision of the Lebanon City Planning Commission. The decision is regarding case file no. PD96-4 and concerns Santiam Village North Mobile Home Park. We are in agreement with the City of Lebanon Staff Report that the project be approved with a private road and with additional conditions unrelated to the private road.

There are many reasons why we would prefer a private road versus a public road. We feel a large Public Collector Street running through a primarily residential area will ruin the sense of community and neighborhood atmosphere. This would be most evident with our planned Mobile Home Park Subdivision. With the Public Road, Santiam Village North would be segregated from Santiam Village South and the existing Santiam Village. The residents in Santiam Village North would not have easy access to the Office, Laundry Room or the Recreational Building. We feel the people in Santiam Village North would not feel like they are a part of the community we are trying to create.

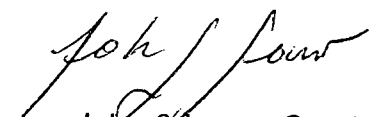
The public road would also consume a lot of very expensive land plus the enormous cost of constructing the road. The adjacent property owners do not wish to have this road constructed either.

Lastly, before we designed our plan with a Private Road, we met with the City of Lebanon Staff to find a point of beginning. In that meeting, we were given the option of a Public or Private Road. It was actually mentioned that the Staff would prefer a Private Road so the City would not have to maintain the said road. With that information, we have spent a lot of time and money for Engineering, Designing,

Wetland Studies, and Traffic Impact Analysis on the plan with a Private Road. We had numerous meetings with the Staff, going over the plan and felt like we had accomplished exactly what they wanted before we went to the Planning Commission Hearing just to have our Private Road Subdivision denied.

Thank you, and we hope the City Commissioners will consider our request for the Private Road.

Sincerely,



John & Luann Court

FROM: COUNTY ENGINEER
PHONE NO.: 531 5844
SEP. 13 1996 12:45PM P02

John & Luann Court
P.O. Box 5535
Aloha, Oregon 97006

September 11, 1996

City of Lebanon
Mr. Joseph Windell
City Hall
925 Main Street
Lebanon, OR 97355

Mr. Windell,

We, John and Luann Court, wish to formally appeal the August 21, 1996, decision of the Lebanon City Planning Commission. The decision is regarding case file no. PD96-4 and concerns Santiam Village North Mobile Home Park. We are in agreement with the City of Lebanon Staff Report that the project be approved with a Private Road and with additional conditions unrelated to the Private Road.

There are many reasons why we would prefer a Private Road versus a Public Road. We feel a large Public Collector Street running through a primarily residential area will ruin the sense of community and neighborhood atmosphere. This would be most evident with our planned Mobile Home Park Subdivision. With the Public Road, Santiam Village North would be segregated from Santiam Village South and the existing Santiam Village. The residents in Santiam Village North would not have easy access to the Office, Laundry Room or the Recreational Building. We feel the people in Santiam Village North would not feel like they are a part of the community we are trying to create.

We have contacted and discussed our Public/Private Road Design versus a Public Road with the adjacent property owners (Champion Pacific Timberlands, Inc., Mr. & Mrs. Hermansen of Lebanon Motor-Vu Drive-In and Ken Evenhaus of Abe's Oak Grove Condominiums). We all agree the Public Road should not extend any further than proposed and the adjacent property owners have submitted letters stating their point of view on this matter.

Lastly, before we designed our plan with a Private Road, we met with the City of Lebanon Staff to find a point of beginning. In that meeting, we were given the option of

a Public or Private Road. It was actually mentioned that the Staff would prefer a Private Road so the City would not have to maintain the said road. With that information, we have spent a lot of time and money for Engineering, Designing, Wetland Studies, and Traffic Impact Analysis on the plan with a Private Road. We had numerous meetings with the Staff, going over the plan and felt like we had accomplished what they wanted from us before we went to the Planning Commission Hearing just to have our Public/Private Road Proposal denied.

Thank you, and we hope the City Counselors will consider our request for the Public/Private Road Design.

Sincerely,


John & Luann Court



**BOYS & GIRLS CLUB
OF LEBANON**

305 S. 5th
Lebanon, OR 97355
(541) 258-7105

September 5, 1996

To: City Council, City Recorder, Joe Windell

The Boys and Girls Club of Lebanon would like to request an appeal of the Santiam Village "North" Manufactured Dwelling Park east of South Main and Weldwood Park and south of Market St., assessors map 12-2W-S3B, tax lots 808 and 1606. This appeal is based on the location of the mobile home park to Weldwood Park and the compatibility of the two adjoining properties; especially during the baseball and softball season. We request denial of this development as it would landlock Weldwood Park making future expansion impossible.

Sincerely,

A handwritten signature in cursive script, appearing to read "Randy Graves".

Randy Graves
Executive Director

RECEIVED

SEP - 5 1996

PUBLIC WORKS

RG:rw





**BOYS & GIRLS CLUB
OF LEBANON**

305 S. 5th
Lebanon, OR 97355
(541) 258-7105

Dear City Council Members:

The Boys & Girls Club of Lebanon recognizes the importance of development in our community as new businesses relocate here and new families settle in our fine town. We also must be prepared for the highway 34 widening. Lebanon Oregon has great growth potential in the next 10 - 20 years.

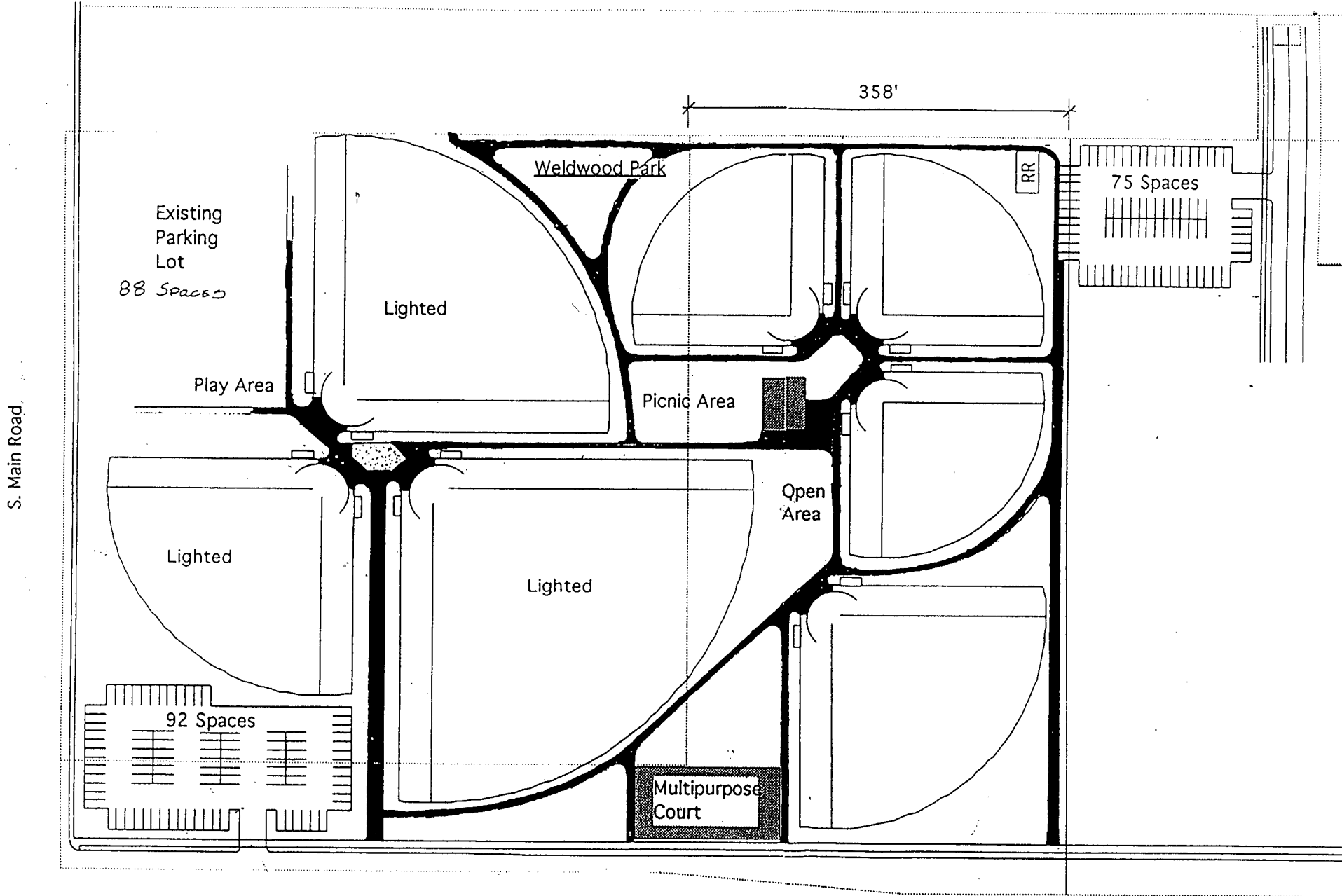
In just the past 12 months, the Boys & Girls Club of Lebanon's baseball and softball program has grown from 600 participants in 1995 to 900 in the summer of 1996. This large amount of growth in a short period of time concerns the Club greatly. Due to the large turnout, we witnessed overcrowded parks on a daily basis. Weldwood Park is our major use facility supporting practices, league games and playing host to 10 tournaments over a 3 1/2 month period during the season. Due to this growth, we recognized the need for expanded parking from the 88 spaces currently available. On any given night, 150 + cars attempted to find adequate parking space. Tournaments hosted at Weldwood created additional problems with teams waiting to play, warming up outside the outfield fence lines with as many as six teams, creating a real congestion problem within the park area itself. There will also be an attraction for the kids in hitting balls over the property line into the surrounding developments.

In 1994, the City of Lebanon drafted a parks master plan which assessed the needs of our community. The plan recommended expansion and future developments in our parks to handle the growth we will see. At that time, it was recommended to expand Weldwood Park an additional five acres east, address the parking, and develop a play structure and multi purpose court. The time is now. The plan also pointed out it was the only park at the south end of town. We, the Club, feel that the parks master plan should be revisited due to long term effects this development will have on our park.

A manufactured home development such as this will have a severe impact on any park or open area within those proximities. Only a park such as that described in the master plan can accommodate a development of this density.

Due to the density and proximity of the proposed development in relationship to the current demands on Weldwood Park, this development has to be considered incompatible with the existing use and it is clearly in the public's interest to deny this proposal.

Main Street



This is a copy of the Park Plan as the Lebanon Boys and Girls views Weldwood Park needs to look to accommodate our growth now and in the future years.



Coach Dave Albion talks things over with his children, Matthew, 7, and Katie, 6. At right is Kayla Branson, 8.

Youth program making impact

□ *The expanding scope of baseball and softball at the Lebanon Boys and Girls Club made its presence felt economically and in other ways.*

BY CAROLYN SPANIER
 Albany Democrat-Herald

LEBANON — From the parks to the motels, the impact of the Lebanon Boys and Girls Club's baseball and softball programs this summer was apparent throughout the community, said the club's executive director.

"The Lebanon Boys and Girls Club hosted 12 baseball and softball tournaments on weekends between mid-May 'til mid-July, bringing to town 96 teams, 1,400 youth and their families from as far away as Tacoma, Washington, and northern California," said Randy Graves. "This helped make a positive impact on the Lebanon economic community as the parents stayed in motels,

camped out and ate and shopped in our town."

In addition to the tournaments, regular games held Monday through Friday brought in another 92 teams and nearly 1,200 youth from outside of Lebanon, Graves said. They ranged in age from 9 to 15.

The number of Lebanon youth participating adds another 60 teams with 900 members, up from 40 teams and 600 members last year.

The program also benefits Lebanon High School students by providing 40 flexible summer jobs as umpires, Graves said.

Over the entire season, the club hosted a total of 550 ball-games, occupying practically every field in Lebanon during the week. Games were also played in nearly all the town's parks.

Graves said he has heard comments about there not being enough park space on the evenings when the games are in progress. No games, however, were played in River Park, Lebanon's biggest park.

To reduce the appearance of baseball and softball in city



Eleven-year-old Justin Jorgenson, left, and Joseph Jorgenson, 8, adjust their helmets as Anthony Darwin, 7, looks on.

parks, Graves would like to see more diamonds built elsewhere. He has applied for a grant to build two diamonds, a soccer field and a play area behind the club building at 305 S. Fifth St.

In addition to being an economic boost to the community, the baseball and softball program provides a healthy summertime activity for the youth, Graves said. This year, the program was expanded to include 120 5- and 6-year-olds in a coed T-ball league.

The upper-age program consisting of 9- to 15-year-olds is set up in three different levels. Any child can play in the lowest level.

"We place talent where talent belongs," said Graves. "You can't run a practice to accommodate all levels at the same time and benefit anyone."

Lebanon High varsity baseball coach Jeff Stolsig and assistant Rick George volunteered to help with the 13- and 14-year-old boys. Roy Humphrey, the high school's varsity softball coach, worked with girls ages 11-14, also as a volunteer.

"Some day, that's going to directly affect their programs," Graves said.

The high school coaches are among about 250 volunteers in all who help out with the program.

**CITY OF LEBANON
PLANNING COMMISSION STAFF REPORT**

**PLANNED DEVELOPMENT
SANTIAM VILLAGE NORTH MOBILE HOME PARK
PRELIMINARY DEVELOPMENT PLAN**

NATURE OF REQUEST: A Planned Development proposal to construct a 97-unit mobile home park in two phases including open areas, and public and private infrastructure improvements (roads and utilities).

APPLICANT: John and Luann Court

PROPERTY LOCATION: North of Santiam Village South, east of Weldwood Park, south of Market Street and west of the Champion Tree Nursery. Assessor's Map 12-2W-23B, Tax Lots 808 and 1608.

ZONE DESIGNATION: Mixed Use (MU)

COMP. PLAN DESIGNATION: Special Development District (SPD)

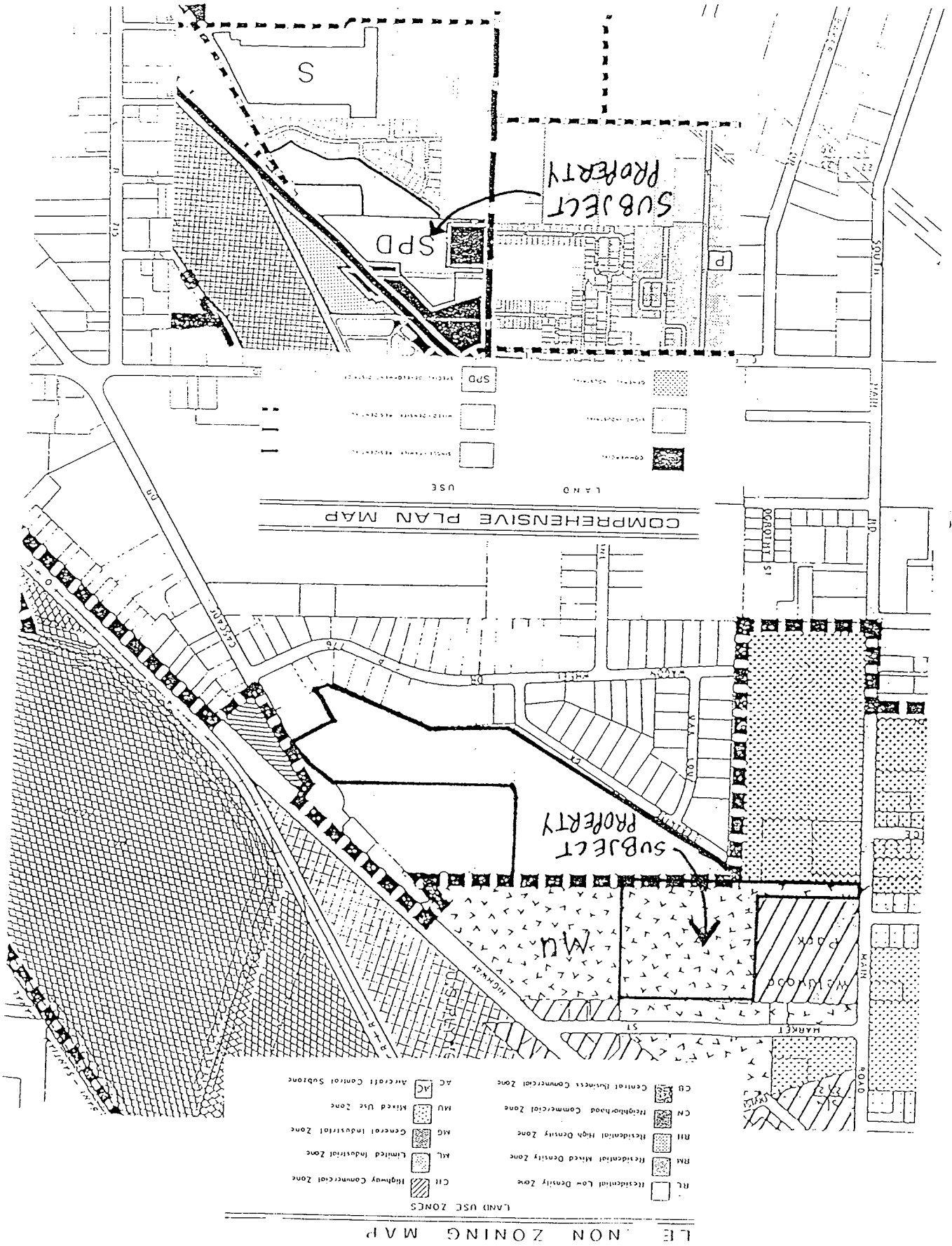
INTRODUCTION

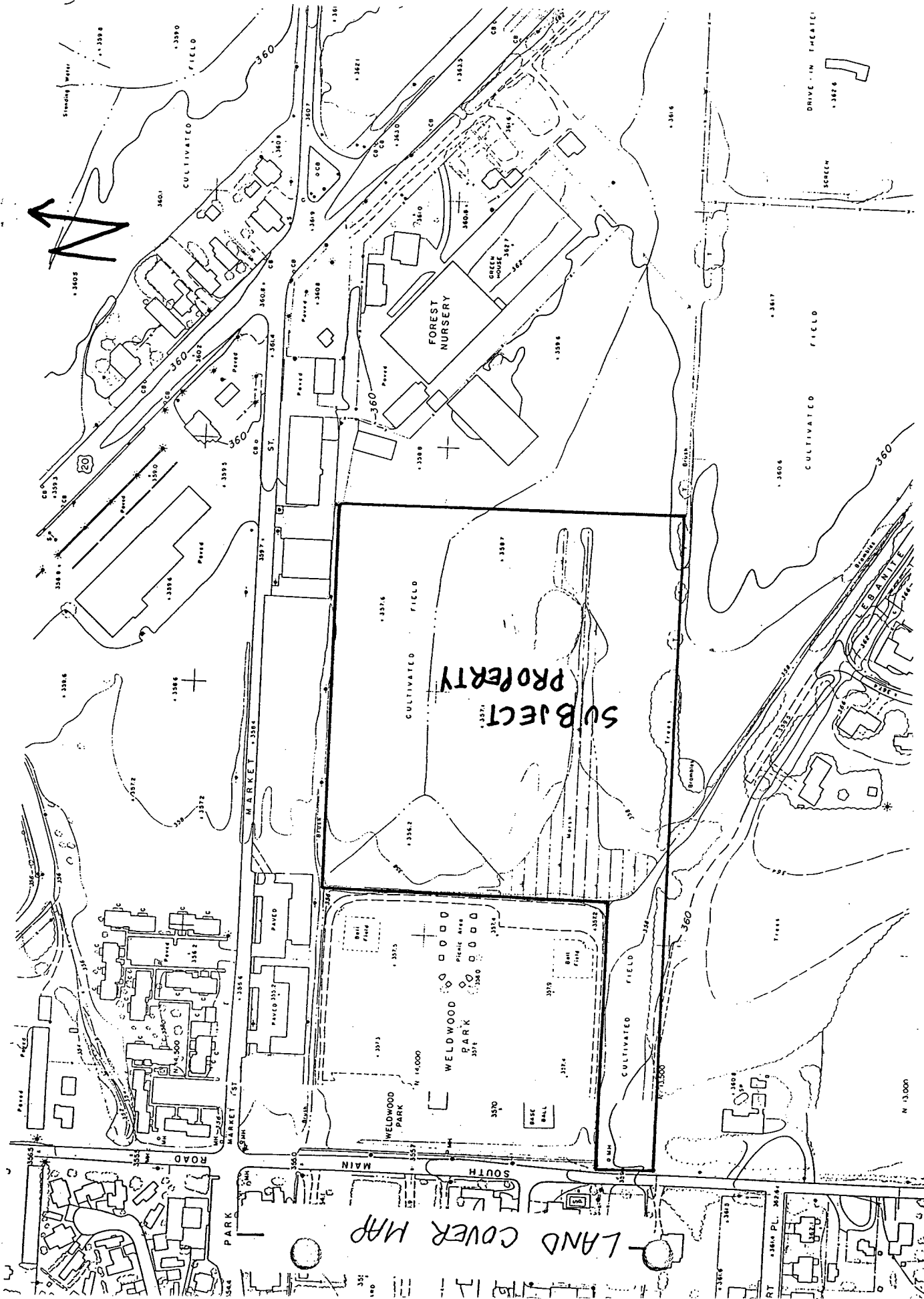
The applicant proposes to expand the existing Santiam Village South mobile home park (MHP) which is currently 65 units and has preliminary planning approval (PD-94-3, October 1994) for a 72-unit expansion which could result in a 234-space MHP complex comprising over 37 acres. The proposal includes two phases and a variety of public and private infrastructure improvements. A discussion of these items is included in the narrative submitted by the applicant in support of the planned development which is included as Attachment "A".

SITE DESCRIPTION

The subject property is a large vacant field located west of Weldwood Park and south of Market Street. The property includes a 100-foot wide "flag" extension south of Weldwood Park that connects to South Main Road, a designated arterial. A small, 60-foot wide parcel (Tax Lot 808) is included in the development proposal and provides access to Market Street. Various trees are located along the property boundaries, especially the south property line, and a couple of scattered trees are also in the southeast quadrant of the property. Otherwise, grasses with scattered low shrubs dominate the site. The site was historically cultivated for agricultural purposes. The applicant has stated that the site contains identified jurisdictional wetlands.

A genuine diversity of land uses surround the subject property and truly constitute a mixed use area. Commercial uses are located to the north along Market Street including a farm supply store, commercial office building and an office housing public agencies and services. The Champion Tree Nursery is located to the east. To the south is the planned for but undeveloped expansion of the existing Santiam Village MHP. A site approved for a 42-unit condominium complex is located to the southwest. Weldwood Park, a city park that is a very high-use softball facility attracting regional tournaments is located to the west. Conceptual plans to expand Weldwood Park will be terminated if the MHP is developed.





THE PROPOSAL

As mentioned above, the Santiam Village MHP is intended to connect to and complement the existing MHP to the south. A proposed 72-unit expansion of the existing 65-unit Santiam Village MHP received preliminary development plan approval (PD-94-3) in October, 1994 but no further action has been taken. Additionally, the ownership will be slightly different for the two facilities and therefore the entire site cannot be consolidated into a single parcel and facility. Therefore, the review of this proposal will focus exclusively on the Santiam Village North MHP except where there are proposed street or utility infrastructure connections that create an interdependency requiring planning coordination.

The proposal includes 97 manufactured dwelling spaces on 13.67 acres resulting in an overall density of approximately 7 units per acre with an average lot or space size of 4,309 square feet. Phase 1 includes 23 spaces that will have access from Market Street. Phase 2 includes 74 spaces and a street extension to South Main Road. A foot path will connect the interior southwest corner of the MHP to Weldwood Drive along the west side of Lots 22 and 23. Phase 2 will also include a pedestrian and bike path connection to Lebanite Drive if the approved condominium complex does not develop and provide such a path first. The open area between Weldwood Park and the proposed Weldwood Drive street improvement is approximately 35,000 square feet in area and is proposed to serve as the developed recreation area for the MHP. The proposed recreation area improvements include trees (one every 30 feet), grass, picnic tables and water spigots to water the grass. No recreational/playground equipment or other such improvements are proposed. A proposed wetland mitigation area is located to the east of the recreation area. Weldwood Drive is proposed to be a public street for approximately 650 feet east of South Main Road and then transition to a private street.

The average MHP space will be approximately 4,309 square feet in size and includes a 12' x 24' attached carport (with an 8' x 4' storage area) and an additional (second) parking pad space in front of the carport. The interior, private streets are proposed to be 24-foot wide concrete with a 3-foot walkway on one side. A 6-foot tall sight-obscuring fence is proposed for all exterior MHP boundaries. The park owner will landscape all MHP spaces and grounds.

Street access to the MHP will be from Market Street, South Main Road and through the future Santiam Village MHP to Cascade Drive. A traffic impact analysis is proposed by the applicant and required by the City - the specifications of that study are found in the applicant's narrative and in the Engineering Department comments. The 40-foot wide proposed street access to Market Street includes property not under the applicant's ownership; this street will also serve the Champion site. The Weldwood Drive street access includes a half-street improvement by the applicant and assumes a half-street improvement by the future condominium development. Whereas this street was previously proposed to be a public street to serve various property developments and ownership, a letter of concurrence from abutting property owners will be necessary stating that they are not opposed to the elimination of the public street connection to the east that was previously proposed and required. Gates are proposed at the beginning of the MHP where the public streets transition to private roads and are intended to discourage through-traffic.

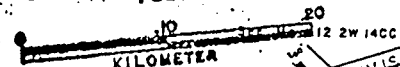
The first phase is proposed to begin construction in the fall, 1996 and the second phase in summer, 1997.

The Santiam Village South MHP planned development proposal included a bus pull-out and covered bus shelter along the, then proposed, Weldwood Drive public street. The Santiam Village North MHP proposal does not include any such amenity and indicates that the previously proposed bus pull-out/shelter has been eliminated. No on-site manager is proposed for the Santiam Village North MHP although one is proposed for Santiam Village South.

NEIGHBORHOOD COMPATIBILITY CONSIDERATIONS

Various neighborhood compatibility issues have surfaced during the notice and review of the MHP proposal. Attachment "B" is a letter from the farm supply business to the north indicating that they intend to expand to the

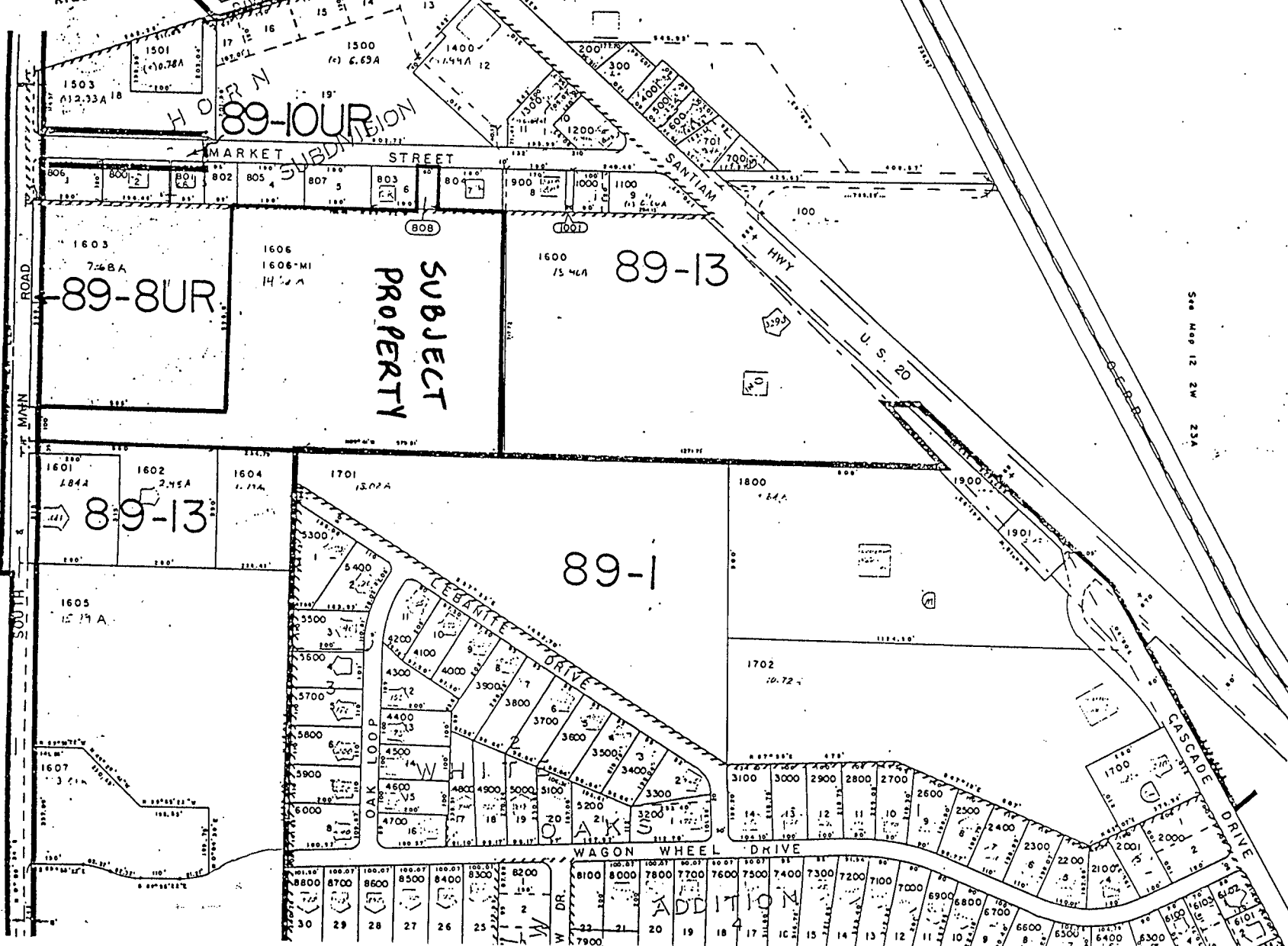
SCALE 1:4000



See Map 122W 14CD

GILBERT STREET

SE Cor Morgan Subdivision



89-8UR

SUBJECT PROPERTY

89-13

89-13

89-1

ASSESSOR'S MAP

See Map 12 2W 23A

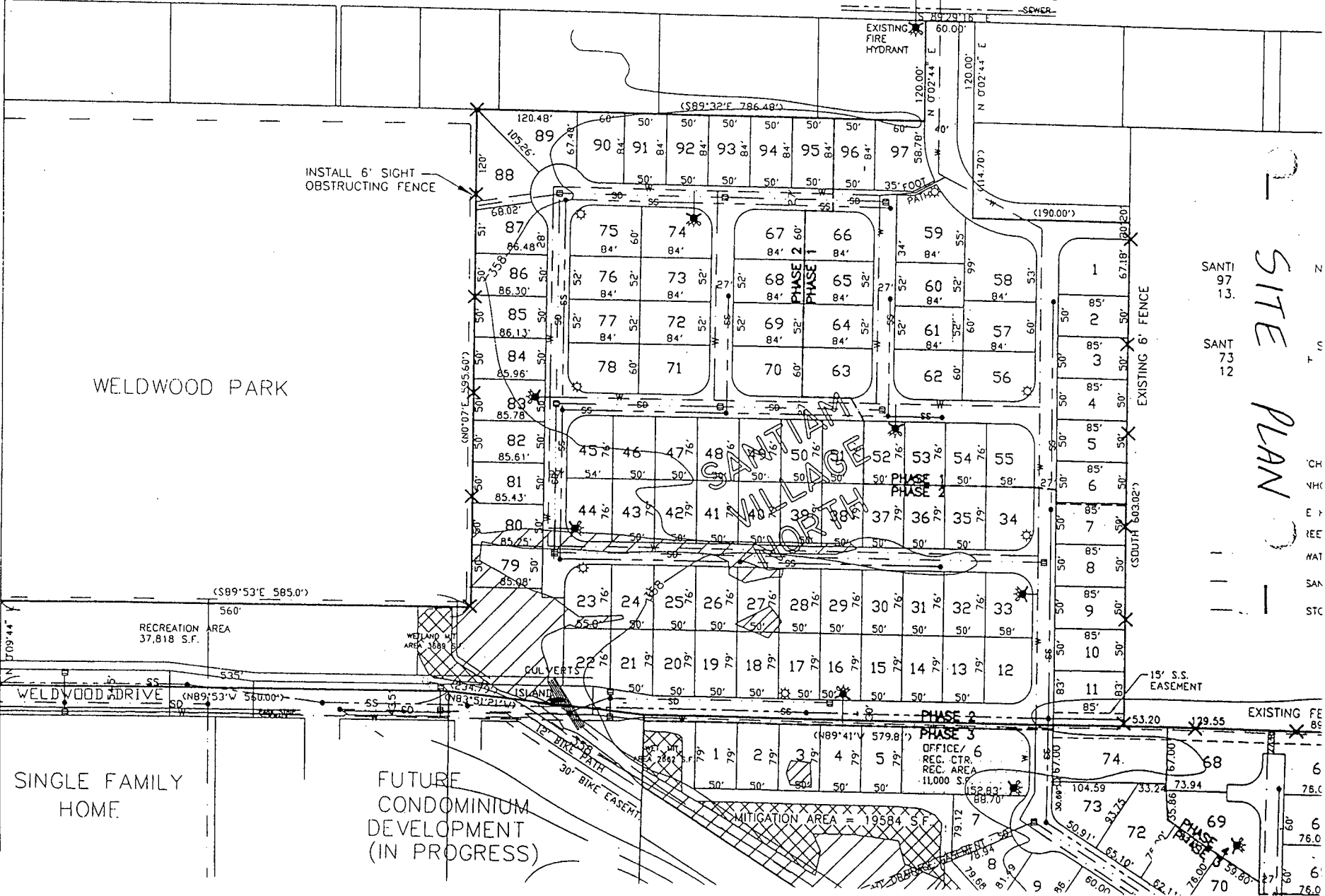
12 2W 23E

15

PD-96-4, p.5



MARKET STREET



INSTALL 6' SIGHT OBSTRUCTING FENCE

WELWOOD PARK

RECREATION AREA
37,818 S.F.

SINGLE FAMILY HOME

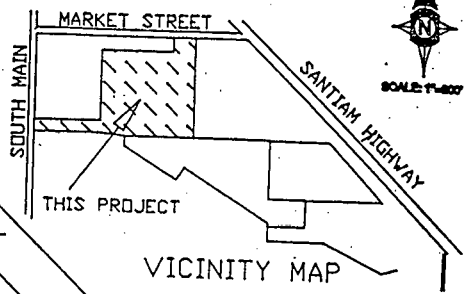
FUTURE CONDOMINIUM DEVELOPMENT (IN PROGRESS)

MITIGATION AREA = 19584 S.F.

SANTI 97 13.
SANT 73 12

SITE PLAN

CH
VHC
E
REC
NAT
SAN
STC



VICINITY MAP
SANTIAM VILLAGE NORTH

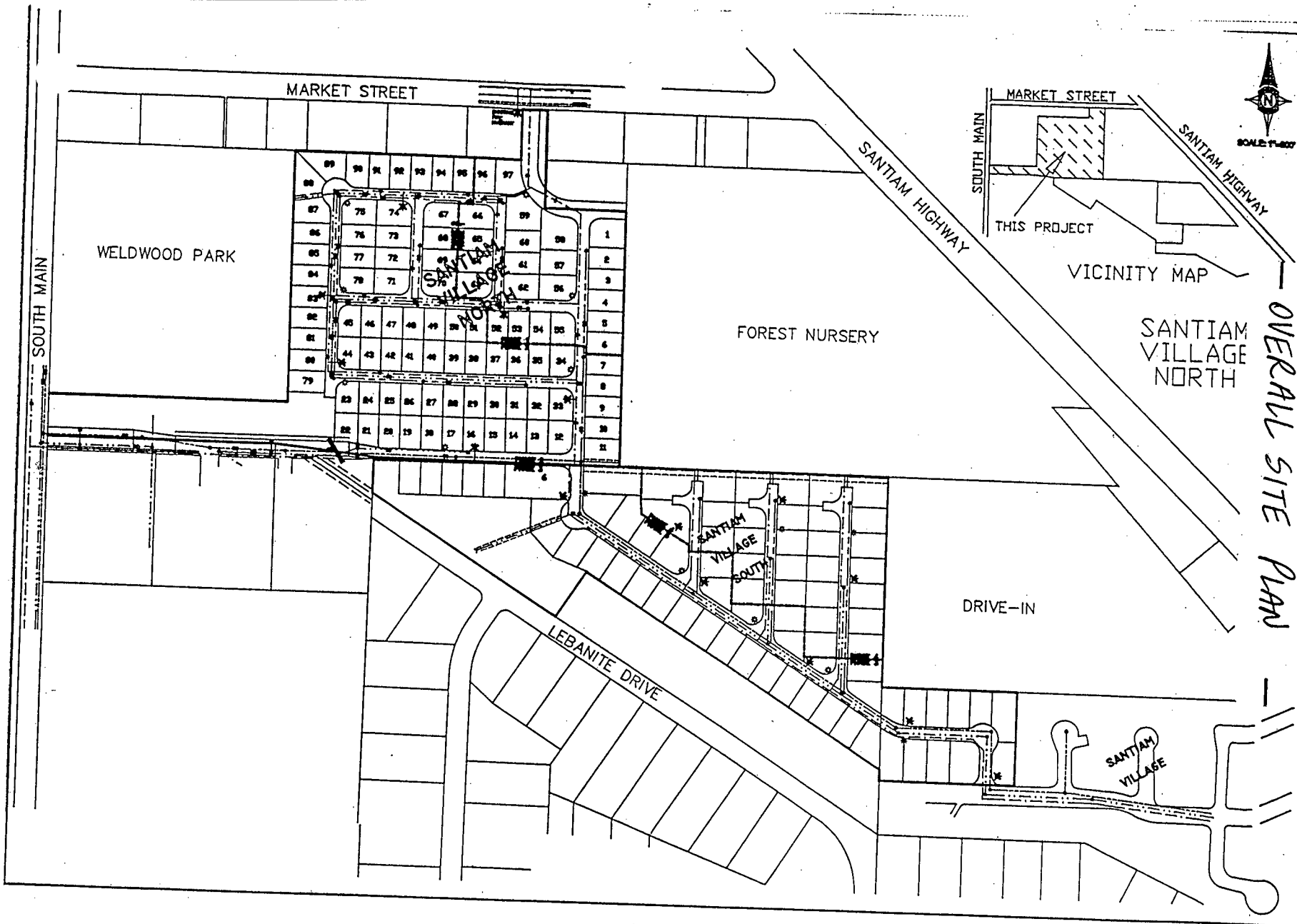
OVERALL SITE PLAN

UDSELL ENGINEERING, P.E.
3122 DELBY ROAD
LEBANON, OREGON 97036
503-481-5126

DATE: 11/15/88

JOHN COURT
LEBANON, OREGON

SANTIAM VILLAGE



adjacent lot to the east and do not want to be encumbered by an abutting residential area setback of 20 feet versus no setback (other than building code separation) now required of the MU property which could be commercially developed.

Concern has been raised regarding conflicts with the existing high-use softball activity at Weldwood Park - especially the summer leagues and tournaments organized by the Lebanon Boys and Girls Club. There is concern that plans to illuminate the play fields will result in complaints from future MHP residents. There are similar concerns regarding noise from games and long-distance home run balls hitting (and damaging) mobile homes. The proposed 6-foot tall fence is likely inadequate as an effective screen or buffer. A manufactured dwelling will likely be placed 15 feet from the park fence if the proposal is approved.

Weldwood Drive was planned to be a public street with bike lanes that would connect with Cascade Drive at the Highway 20 intersection. This public street would have provided a much-needed east/west connection - especially for students and school buses going to Crowfoot and Seven Oaks Schools. The applicant proposes abandoning this public road based upon the premise that he owns property on two sides thereby diminishing multiple ownership access needs and because the public road would split or divide the 37-acre, 234-space MHP complex. If allowed, the abandonment of the through public street plans would result in substantially less street access opportunity for the Champion property and the drive-in theater site. Additionally, future condominium residents would lose a convenient access to the east as would Weldwood Park users and the general public.

ZONING CONSIDERATIONS

The zoning of the subject property is Mixed-Use. A mobile home park at this location is a Conditional Use permitted use according to Lebanon Zoning Ordinance Section 4.310(3)(q) but is required to be reviewed as a Planned Development as specified by Zoning Ordinance Section 2.110 because the subject property comprises an area greater than two acres. The proposed development is also subject to the regulations of Oregon Revised Statutes Chapter 446 and Oregon Administration Rules Chapter 918, Division 600 as well as the requirements of the Oregon Building Codes Agency Manufactured Dwelling Standards.

Planning Commission actions and findings regarding this proposal will be based upon the standards and guidelines stated in Lebanon Zoning Ordinance Sections 4.130 (Mixed-Use zone), 6.080(3) (Mobile Home Park Standards), and 4.410 (Planned Development). Zoning Ordinance Section 4.415(2) lists the conditions of approval which the Planning Commission may require of the development. Zoning Ordinance Section 4.417(2) identifies the compatibility with neighborhood requirements of a Planned Development.

The purpose of the MU zone is to recognize areas that possess potential for several types of land use (residential, commercial, industrial) or combinations of different land uses. It is further intended to achieve an environment in which different land uses can co-exist by providing building groupings for privacy, usable and attractive open spaces, safe circulation and the general well-being of the inhabitants as identified in Zoning Ordinance Section 4.310(1).

RELEVANT LEBANON ZONING ORDINANCE AND COMPREHENSIVE PLAN CRITERIA AND OREGON STATUTES AND ADMINISTRATIVE RULES

Zoning Ordinance

1. Zoning Ordinance Section 4.310(3)(q) identifies a mobile home park as a Conditional Use permitted use in the MU zone demonstrating compliance with Section 6.080(3) - Governing Standards.

2. Zoning Ordinance Section 6.080(3) includes the development standards for a mobile home park as follows:

(3) *A mobile home park may be permitted provided it meets the requirements of Chapter 446, Oregon Revised Statutes and the standards of the Oregon State Board of Health. In addition, the following minimum standards shall apply:*

- a. *Minimum size of mobile home park: 5 acres.*
- b. *Minimum average size of mobile home space: 4,000 square feet.*
- c. *Minimum average width of mobile home space: 40 feet.*
- d. *Minimum average length of mobile home space: 70 feet.*
- e. *Minimum distance between a mobile home and public street right of way: 15 feet.*
- f. *Minimum distance between mobile home and all other exterior property lines: 15 feet.*
- g. *Minimum distance between mobile home: 15 feet.*
- h. *Minimum distance between mobile homes and interior access roads: 10 feet.*
- i. *Each access road connecting with a city street shall have a surface width of at least 30 feet, and all other access roads within the mobile home park shall have a minimum surface width of 24 feet. All access roads and parking areas shall be surfaced with permanent surfacing to city standards and shall be well drained. Hard-surfaced walkways not less than 3 feet wide shall be required to connect mobile home lots with community and service buildings. All access roads and walkways shall be well-lighted.*
- j. *All areas not used for mobile home lots, motor vehicle parking, traffic circulation, or community or service buildings shall be completely and permanently landscaped. The landscaping shall be maintained in good condition.*
- k. *Developed outdoor recreation areas shall be provided and maintained. These areas shall contain a minimum of 2,500 square feet, or 200 square feet per mobile home lot, whichever requirement is the greater.*
- l. *Screening shall be provided on each side of a mobile home park which is adjacent to or across a street or alley from an area which is located in a residential zone. The screening shall consist of a continuous fence supplemented with landscape planting or a continuous wall, evergreen hedge, or combination thereof so as to effectively screen the mobile home park from view. All screening shall be maintained in good condition.*
- m. *All mobile home spaces shall be provided with electrical, sewer, and water connections complying with all applicable city and state codes and ordinances.*
- n. *Structures located in any mobile home space shall be limited to a storage building, ramada, or carport. These may be combined as one structure. Structural additions to the mobile home shall be limited to an awning, patio cover, or cabana adjacent to the mobile home. The mobile home shall not support any building in any manner.*
- o. *One permanent storage building with a minimum floor area of 32 square feet and a maximum floor area of 100 square feet shall be provided for each mobile home lot.*

3. Section 2.110 of the Zone Ordinance requires that *all proposed development of land greater than two acres shall be reviewed as a Planned Development utilizing the requirements and procedures outline in the Planned Development section of this Ordinance.*
4. Section 4.411 of the Zone Ordinance states that *the purpose of the Planned Development is to provide opportunities to create more desirable environments through the application of flexible and diversified land development standards under a comprehensive plan and program professional prepared.*

An outline of the phases of the Planned Development process is as follows:

<u>PHASE</u>	<u>ACTION</u>	<u>ORDINANCE</u>
1	Submit preliminary plans and program	Section 4.413
2	Planning Commission/Public Hearing on plans and program (Preliminary Approval)	Section 4.413(3)
3	Submit general development plan and program (Preliminary plan modified by Planning Commission review and recommendations)	Section 4.414
4	Planning Commission/Public Hearing on general development plans and program	Section 4.414(2)
5	Planning Commission action and findings on general development plan (Planning Commission approval of Planned Development)	Section 4.415
6	Planned Development final plan and program	Section 4.416

5. Section 4.413(3) of the Zone Ordinance states that:
 - (a) *The Planning Commission shall review the Preliminary Development Plan and Program and may recommend either preliminary approval in principle, with or without modifications, or denial. Such action shall be based upon the Lebanon Comprehensive Plan, the standards of this ordinance and other regulations.*
 - (b) *Approval in principle of the Preliminary Development Plan and Program shall be limited to the preliminary acceptability of the land uses proposed and their interrelationships and shall not be construed to endorse the precise location of uses nor engineering feasibility. The Planning Commission may require the submission of other information than that specified for submittal as part of the General Development Plan and Program.*
 - (c) *Informal review of the Preliminary Development Plan and Program shall be held at a regular Planning Commission meeting and requires a public hearing.*
 - (d) *The Planning Commission shall review and may recommend expansion, additions, or modifications in the proposed design team for the preparation of the General Development Plan and Program.*
 - (e) *The Planning Commission shall determine the extent of an environmental assessment to be included in the General Development Plan and Program.*

6. Section 4.417(2) of the Zone Ordinance deals with Planned Development standards concerning neighborhood compatibility and reads:

- (a) *The plans and programs shall present an organized arrangement of buildings, service facilities, open spaces and improvements such as recreation facilities and fencing to insure compatibility with the Lebanon Comprehensive Plan, and*
- (b) *Periphery yards of a Planned Development shall be at least as deep as those required by the yard regulations of the underlying zone unless the Planning Commission finds that equal protection will be accorded through specific features of the approved plan.*

Comprehensive Plan

The Comprehensive Plan Map designation for the subject property is Special Development District. The following Comprehensive Plan policies have been identified as those which are most relevant to this proposal:

Policy
No.

Residential Land Use

- 1 The City shall encourage compact residential development to provide more efficient land utilization and to reduce the cost of housing, public facilities and services.
- 10 The City should continue to allow mobile home parks and subdivisions within the mixed-density residential district in accordance with the standards and procedures of the Zoning Ordinance.
- 11 Mobile Home developments should be monitored and evaluated to assure that development standards are adequate to community needs.

Housing Policies - Housing Types

- 1 The City shall maintain an intermix of housing types and densities within the locational criteria of the Zoning Ordinance. (Pg.6-P-1)

Transportation Policies

Street and Highway Section

- 13 The alignment of new streets shall be determined with consideration given to existing property lines, natural features and maximum land utilization. (Pg. 7-P-2)
- 15 Existing and proposed street alignments and rights-of-way shall be protected from encroachment by future developments through adherence to the standards and review criteria of the zoning and subdivision ordinances. (Pg.7-P-2)

Bicycle and Pedestrian Ways

- 5 The Planning Commission shall include consideration of bicycle and pedestrian needs as part of the project review procedure. (Pg.7-P-3)

Public Facilities and Services Policies

General Policy: To provide a public facilities policy plan as a guide for the location and development of future community facilities and utilities consistent with long-range community needs. (Pg.8-P-1)

- 1 The City shall ensure that public facilities contribute to an efficient framework for incremental community growth and development. (Pg.8-P-1)
- 2 The City shall consider impacts on community facilities before building, rezoning or annexation requests are approved. (Pg.8-P-1)
- 3 The City shall maintain procedures which require development projects to bear a portion of the cost for needed support facilities. (Pg.8-P-1)
- 4 Growth trends shall be carefully monitored to accurately anticipate the need for future public facilities expansions. (Pg.8-P-1)

Oregon Revised Statutes (ORS)

ORS Chapter 446 deals with Mobile Home and Manufactured Dwelling Parks including definitions (466.003), inspections (446.066), Building Code Agency enforcement (446.072), park construction and facilities including roads, utilities, play area (446.095), prohibited acts (446.100), etc.

Oregon Administrative Rules (OAR)

OAR Chapter 918, Division 600 (005-095) contains the general rules for manufactured dwelling parks and provides direction to the State of Oregon, Building Codes Agency, Manufactured Structures and Park Program for the review, evaluation and approval of proposed mobile home parks.

CITY DEPARTMENT COMMENTS

- I. Planning
 - a. Assure that the photocopy-reproducible General Development Plan and Program conforms to and satisfies the requirements of Lebanon Zoning Ordinance Sections 6.080(3)(a-o) and 4.414(4)(a) and (b); ORS Chapter 446, OAR Chapter 918, Division 600 and the Oregon State Building Codes Agency Manufactured Dwelling Park Submittal Requirements. Provide a checklist indicating that applicable local and state requirements (cited above and below) have been satisfied.
 - b. Design and submit for review mobile home park entrance improvements that readily and aesthetically identify the beginning of the private mobile home park development and private roads.
 - c. Design at least one entrance to include a bus pull-out, covered waiting shelter, and lighting. Work with School District and City staff on the design. Contact Postmaster regarding mail box location and indicate location (and access) on site plan.
 - d. Better detail all on- and off-site private and public infrastructure improvements including timing, phasing, ownership, size and dimensions. Include all roads; sewer, water and storm drainage lines; easements; detention areas; drainageway; public dedications; sidewalks; water meter locations (if any); etc. Provide separate utility plans for each phase defining public versus private utilities.

- e. Submit detailed site and landscape plans (and description, as necessary) for proposed private improvements including the open areas, developed outdoor recreation areas, wetland mitigation areas (if any), detention area, etc. For the drainageways, show existing and proposed drainageway alignment.
- f. In the General Program (Narrative), identify and detail all proposed development phases including a development schedule, elements within each phase (total area, number of sites, utilities, special features or improvements) and verifying that proposed utility improvements will adequately serve each proposed phase.
- g. Provide correspondence from the Oregon Division of State Lands (DSL) indicating that the project and plans have attended to and comply with all applicable state and federal wetlands requirements. Identify mitigation areas, if any. In particular, the proposed dedicated roadway and public utility areas must be determined to be free and clear of wetlands or delineated and mitigated.
- h. Prepare separate, photocopy-reproducible General Development Plan site plans and utility plans reflecting staff comments and including all of the mobile home park.
- i. Prepare and submit to the Oregon Department of Environmental Quality (DEQ) a "construction erosion control plan" as per state and federal requirements. Provide a copy to the City.
- j. Submit a landscape plan and maintenance program for landscape areas - especially for yards abutting public roads.
- k. The two tax lots (808 and 1608) must be consolidated into a single parcel.
- l. The road access to Market Street includes property not owned by the applicant. Explain and resolve this ownership issue or re-align access road.
- m. Provide at least 4,600 square feet of developed outdoor recreation area with Phase I. Provide at least an additional 14,800 square feet of developed outdoor recreation area with Phase II. Provide detailed plans and narrative as to how the proposed improvements constitute a developed outdoor recreation area.
- n. Provide a letter from Albany-Lebanon Sanitation regarding their ability to serve and maneuver their trucks in the MHP.
- o. Site development is not permitted to adversely impact historic surface drainage.
- p. Reciprocating access, drainage and utility easement and maintenance agreements must be provided between Santiam Village North and South MHPs.
- q. A private electric meter will be needed for private street lights. All streets and walkways must be lighted.
- r. Provide detailed information regarding the proposed gates and how they will attend to the access needs of guests, parcel delivery, mail, trash pickup, water meter reader, emergency services, etc.
- s. Either designate an on-site manager in Phase I or provide a realistic, enforceable plan as to how urgent MHP maintenance and management issues will be addressed and resolved in a timely manner.
- t. Identify and discuss proposed signage, if any.

- u. Assure that both phases include adequate turn-around areas for school buses, emergency vehicles, garbage trucks, etc.
 - v. Provide letters from the proposed condominium developer, Champion Nursery and the drive-in theater, indicating that they have no objections to the elimination of Weldwood Drive as a public road.
 - w. Re-evaluate the proposed screening, buffering and separation between the MHP and adjacent uses, especially Weldwood Park. Demonstrate how the MHP proposal "achieves an environment in which different land uses can (compatibly) co-exist.
 - x. Whereas the proposed abandonment of the Weldwood Drive through public street is based upon the premise that Santiam Village South MHP will actually develop, the General Development Plan for both Santiam Village North and South MHPs must be concurrently submitted for review and approval. This concurrent evaluation will support the premise for public road abandonment and will assure that the connectivity between these two complementary developments is achieved.
 - y. A gap exists in the sidewalk along the east side of South Main Road from the south edge of Weldwood Park along the subject property to the proposed Weldwood Drive improvement. Provide this sidewalk connection as part of Phase 2 road improvements if it has not been constructed by then.
 - z. Conduct the traffic impact analysis as proposed and as specified by the Engineering Department comments below. Modify the site plan accordingly.
2. Building. Prepare and submit site plans that fully satisfy the Oregon State Building Codes Agency Manufactured Dwelling Park Submittal Requirements.
 3. Fire Department. The space and number of fire hydrants as well as the fire flow capacity shall be approved by the Fire Marshall and City Engineer. Hydrants must be in place and operational prior to any new, additional mobile home placement.
 4. Engineering Services Division.
 - a. General.
 - (1) This project will require new public improvements as described below. All public improvements shall:
 - (a) conform to the latest "City of Lebanon Standards for Public Improvements."
 - (b) require completion of a Drawing Review Application and a Public Improvements permit prior to beginning construction.
 - (c) be designed by a professional engineer registered in the State of Oregon.
 - (2) With the General Development Plan:
 - (a) Identify boundaries between public and private infrastructure.
 - (b) Submit a typical lot layout which indicates the location of all public and private utilities and services.
 - (c) Indicate how the utilities are to be phased.

b. Transportation System

- (1) Using existing and projected (full build out) traffic volumes and movements, the applicant's traffic report shall address the following intersections and issues:
 - (a) Market Street - Determine the configuration of the proposed new public street access onto Market Street. Specifically determine whether a left turn refuge is required on the new public street and, if so, it's recommended length. A left turn refuge will require additional right-of-way.
 - (b) Market Street/South Main Road - Determine whether traffic generated from full build out will cause any traffic signal warrant to be met.
 - (c) South Main Road/Weldwood Drive - Determine the intersection configuration to include recommended lengths for left turn refuges on both streets.
 - (d) Cascade Drive/Santiam Highway - Determine the additional traffic impact and recommended action(s). This portion of the report will be reviewed and approved by the Linn County Road Department.
- (2) At the public/private boundary for Weldwood Drive, use a driveway approach or similar design to identify the street as private.
- (3) As a minimum, Phase 2 will require a half public street Weldwood Drive improvement to include curb and gutter, sidewalk, paving and associated storm drainage improvements. Minimum paving width shall be 36-feet for the left turn section and 24-feet for the remainder.
- (4) Dedicate the Weldwood Drive public right-of-way with Phase 2. A total right-of-way width of 70 feet is required.
- (5) The entire Weldwood Drive public street section (attached) shall be completed prior to Phase 3 development.
- (6) Wetlands identified within proposed public rights-of-way shall be mitigated before acceptance.
- (7) Assure that pedestrian ways within the park comply with the ADA.
- (8) With phased development, emergency vehicle turnarounds will be required at dead-end streets.

c. Water System

- (1) The public water main shall be 8-inch class 52 ductile iron pipe.
- (2) Assure fire hydrant spacing in accordance with Lebanon Fire District requirements - no greater than 250 feet (measured along street) from a hydrant to any manufactured home space.
- (3) If possible, locate the on-site public water line outside of paving. If this is not possible, any future private street repairs (resulting from water system repairs) shall be done to city standards.
- (4) If individual water meters are required for each space, the water service lines shall be privately owned and maintained from the meter supply side to the dwellings.

(5) Extend the water main along the northern public street access to Tax lot 1600.

d. Wastewater System

- (1) The sewer along Weldwood Drive must be public and shall be 12-inch diameter installed at minimum grade.
- (2) Within the park, a private sewer system is recommended up to the public sewer along Weldwood Drive. If the park system must be public, 8-inch minimum diameter lines shall be used, and the sewer laterals shall be privately owned and maintained from the dwelling to the sewer main.

e. Drainage System

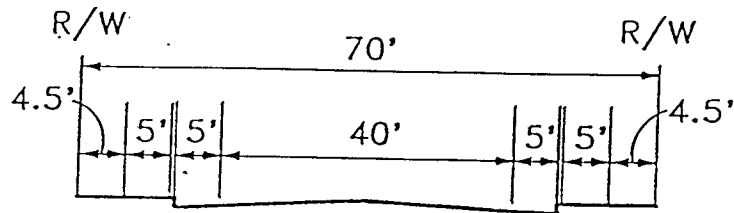
- (1) If the drainage system is to be privately owned and maintained, the drainage easement (space 88) is not required.
- (2) Indicate, and provide a public drainage easement for, the open channel along the north side of Santiam Village North (spaces 89-97).
- (3) We understand fill will be required to drain the site. With the General Development Plan, identify the approximate amount (depth) of fill and how filling will be accomplished without adversely impacting drainage on adjacent properties.

STAFF RECOMMENDATION

As indicated by the department comments, staff feel that there are numerous issues that must be addressed and resolved before this proposal can achieve final approval. Compatibility with existing adjacent uses is a genuine concern. The proposed abandonment of Weldwood Drive as a through public street may not serve the abutting properties or public's best interest - it is for this reason that Planning Department Comment "v." requires letters from abutting property owners indicating they have no objection to the elimination of this future road. The Champion Nursery property represents one of the few remaining significant commercial re-development sites in the City - the proposed MHP should not be permitted to compromise or eliminate its re-development potential. Staff also has concern that the recreational amenities proposed for such a large MHP are inadequate and could result in an adverse impact demand on Weldwood Park. Nevertheless, staff advocates giving the applicant the opportunity to respond to these issues and demonstrate that the proposal can be a compatible neighbor and appropriate development at this site.

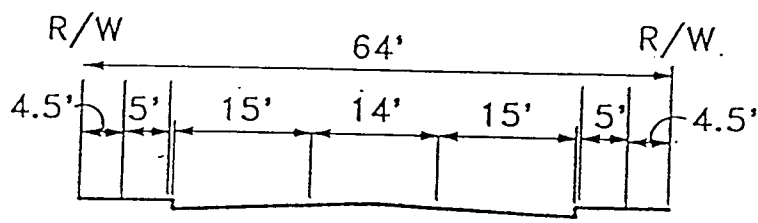
Staff recommends that the Planning Commission grant preliminary approval to the Preliminary Development Plan and Program based upon preliminary indications of compliance with Comprehensive Plan and Zone Ordinance policies, standards and requirements. Staff recommends that the Planning Commission direct the applicant to prepare the General Development Plan and Program according to Zone Ordinance Section 4.414. The General Development Plan and Program shall contain all applicable elements listed in Section 4.414(4)(a) as well as address the City department comments and requirements and any additional requirements of the Planning Commission resulting from the public hearing. Staff recommends that the preliminary approval of the Preliminary Development Plan be valid for only one year.

/dm

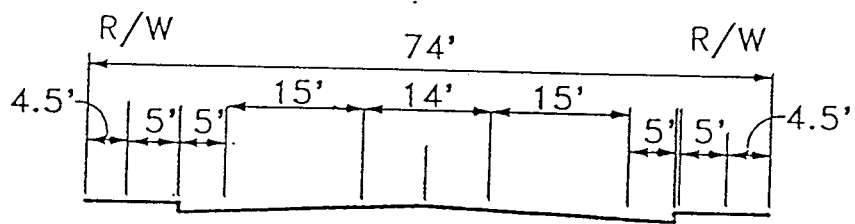


*

C-1 COLLECTOR WITH BIKEWAYS ⇒ "Weldwood Drive"



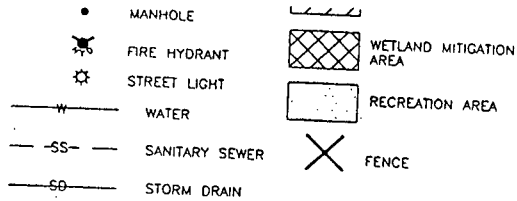
D - ARTERIAL OR INDUSTRIAL



D-1 ARTERIAL OR INDUSTRIAL WITH BIKEWAYS

FIGURE 16-CONT
STREET STANDARDS

NOT TO SCALE



- NOTES
1. SANTIAM VILLAGE NORTH HOUSING DENSITY TO BE 7.1 M.H./ACRE
 2. SOLID WASTE TO BE DISPOSED BY HOME PICKUP
 3. ROADS AND STORM DRAIN TO BE PRIVATE
WATER AND SANITARY SEWER TO BE PUBLIC UTILITY
ROAD AREA TO BE PUBLIC UTILITY EASEMENT FOR WATER AND SANITARY SEWER
 4. PARK RESIDENTS TO HAVE ON-SITE PARKING (SEE TYPICAL LOT DETAIL)

WELDWOOD PARK

SOUTH MAIN

3-LANES: CARS

2-BIKE LANES
1-SIDEWALK

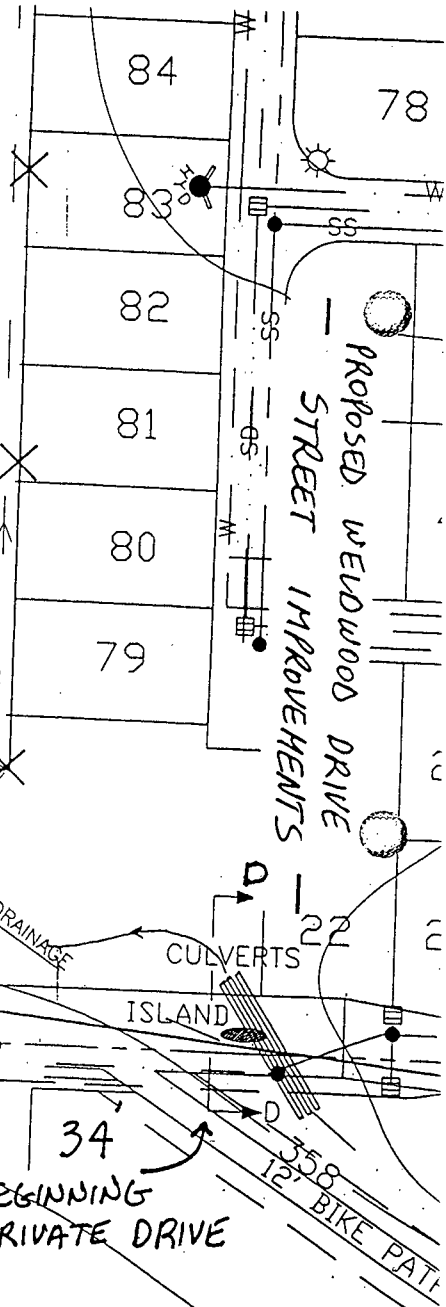
2-LANES: CARS
2-BIKE LANE
1-SIDEWALK

WELDWOOD DRIVE

54.5'

43.5'

34'
BEGINNING PRIVATE DRIVE



ATTACHMENT "A"

ENGINEER 8072

JAMES F. UDELL

ENGINEERING & SURVEYING
32388 Berlin Road
LEBANON, OREGON 97355
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SURVEYOR 1366

SANTIAM VILLAGE NORTH SUPPLEMENTAL NARRATIVE

As discussed in our meeting on Tuesday, July 29, the following additions and modifications should be made to the Santiam Village North Mobile Home Park application.

We request a variance to the City of Lebanon standards requiring a 10 foot setback from a mobile home to the street. We request that the state standard be substituted, which is a five foot setback. Note however that where possible the setback will be 10 feet.

A reciprocal agreement will be established between the owners of Santiam Village North and Santiam Village South. This agreement will allow access and utility usage across both parks.

The total number of lots in all three mobile home parks (Santiam Village, Santiam Village North, and Santiam Village South) is 226 lots. This leads to a recreation space requirement of $226 \times 200 = 45,200$ square feet (1.04 acres). Currently, we are proposing to include 58,499 square feet (1.34 acres) as recreation space, 29% more than the requirements.

The playground equipment will be removed from the recreation space proposal. The recreation area will consist only of grassed areas with picnic tables and shade trees.

Phase 1 includes 23 lots.

Phase 2 includes 74 lots.

Phase 3 includes 44 lots.

Phase 4 includes 29 lots.

A six foot high sight obscuring fence will be added to the North property line of the development. This fence will separate the development from the commercial property on Market Street.

A waiver will be included in the rental agreements for tenants occupying spaces adjacent to Weldwood Park. This waiver will state that these renters accept the consequences (primarily noise, the possibility of park lighting and errant balls) of living next to the park. The average lot area has been calculated precisely at 4,309 square feet.

A foot path will be added adjacent to lot 23. This path will connect the road there to the proposed Weldwood Drive.

The street areas will be access easements for garbage pickup, School buses, and etc..

A provision of Phase 2 development will be a guarantee of a footpath-bike path connection from Lebanite Drive to Weldwood Drive, if this connection has not already been made in the Oak Grove Condominium development.

Provisions will be made for school bus service as required by the Lebanon School District. These provisions will include bus stops and bus turn-around as required.

The island on the Weldwood Drive access will include a sign identifying the beginning of a private road, and the fact that no through traffic is allowed.

Gates will be included at the entrances of the Santiam Village Mobile Home Parks. These gates will discourage through traffic. A special emergency gate will be installed at the existing entrance to Santiam Village from the Santiam Highway. This will be an automatic gate that is siren activated.

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ENGINEER 8072

WRITTEN PROGRAM FOR SANTIAM VILLAGE "NORTH"

Elements of plan Section 17.28.050

A plan has been prepared to reflect Section 17.28.050.

This portion of the narrative will touch briefly on these required elements.

A. Vicinity:

The proposed development is located directly East of Weldwood Park and contains 13.67 acres known as Tax Lot 1606 map 12-2W-23B and Tax Lot 808 Map 12-2W-23B. The property is directly connected to South Main Road on the West and Market Street via Tax Lot 808 to the North. The property is adjacent to several commercial businesses, the property to the East is an 18.46 acre parcel currently owned by Champion properties and is currently a commercial forest nursery. To the South is Santiam Village South Mobile Home Park, which has previously obtained preliminary approval. Also to the South is an approved condominium development owned by Ken Evenhus.

B. Existing land uses:

The property is currently vacant with some wetlands on the Southerly portion of the site.

C. Proposed land use:

This proposal is for the construction of a mobile home park on the property. 97 housing units are proposed on 13.67 acres for an overall density of approximately 7.1 units per acre. These units will vary in size per individual home. They will range from 2 to 4 bedrooms and from 1000 to 2500 square feet with 3 bedrooms. These units will be new mobile homes owned by each individual.

D. Building types and approximate bulk:

Mobile homes come in a variety of sizes but in general they are typically 28 feet wide and up to 66 feet long. The anticipated average is 28 feet X 48 feet or approximately 1344 square feet. The roof pitch is a minimum of 3 in 12 with a majority of new homes being 4 in 12 or greater. All new homes in this park will conform to current standard. Each unit will be required to meet all current 1996 setup standard and have a 12 foot wide X 24 foot attached carport with an 8 foot X 4 foot storage area at the rear.

E. Vehicular and Pedestrian access, circulation and Parking Pattern:

This plan allows for 3 accesses to the park.

Access one will be to the North onto Market Street. It is Proposed this be a 32 foot paved section with a 5 foot sidewalk on the West and Southerly side to provide pedestrian access to the North. It is anticipated that this access will have a 40 foot wide public right-of-way and provide access to the 23 lots of phase 1 of the development and a secondary access to the Champion property to the East. It is recognized that cooperation is needed to obtain right-of-way from Tax Lot 1610. If right-of-way cannot be obtained from tax lot 1610, the right-of-way will all come from Tax Lot 808 and 1606, which are property under the applicants control. Any changes or agreements will be obtained and reflected on the final plan. Access two will require the development of a public road from South Main to the Easterly Exit of the Condo development to the South. This Public Road will be paved have curb and gutter on both sides with set back sidewalk on the South side. The first 200 foot section contains a left turn pocket, two travel lanes, 2 bike paths and a set back side walk. After a transition, the rest of the public right-of-way would have 2 travel lanes, 2 bike paths and a 5 foot set back sidewalk. The bike path approved on the condo plan to the South would connect to the public right-of-way as an extension of the easement, The new route of the bike path would not cross the ditch, but would remain on the Southerly side of the ditch. This plan has been reviewed by Mr. Evenhues and he has given his support project. The public right-of-way is extended to his East entrance as proposed.

This entrance requires mitigation of wetlands. This process takes several months to gain approval and would not allow any chance of a phase to be completed this year. This necessitated this entrance to be part of Phase II.

A wetlands delineation has been started. The field work is complete and was done by Jay Lorenz. A mitigation plan will be submitted as soon as a preliminary plan is approved.

The mitigation plan will include mitigation for Santiam Village North and South and the proposed areas are shown on the preliminary plan.

This access three will be part of phase III and will connect to the existing park as shown through the previously approved preliminary plan. This will provide access to Cascade Drive and complete the 3 accesses.

The applicant has hired a traffic engineer to make recommendation and provide a report as to the function of each access. Recommendations will be made on turn movement which may require change to this preliminary plan. These changes will be incorporated in the final plan.

Each interior street will provide for pedestrian traffic on at least one side. This will be done by striping and providing for two 12 foot travel lanes and a 3 foot walkway.

Street structure will conform to public standards in the public right-of-way, street structure in the park will conform to the state standards. All Park Streets will be concrete. Parking is provided off street with two spaces minimum per unit, i.e. one in the carport and one in the 20 foot approach. No on street parking will be allowed.

F. Status of street ownership:

Except as previously stated, all streets will be privately owned; however, all streets in the park will be public utility and access easement with right of Ingress-Egress for utilities to read meter, repairs and etc.. as well as for garbage pickup, and possible school bus turn arounds.

G. Parks, playgrounds and open spaces:

State regulation require 100 sq ft play area for each unit occupied by children. The city requires 200 square feet to meet this requirement. It is proposed to provide area incorporated throughout the three parks as they all have an element of common ownership. These areas are shown on the small scale map covering the three elements.

In the existing park the area near the entrance a horse-shoe pit will be constructed and four picnic tables installed. The office/recreation will provide for an area of organized activities. The majority of the play area will be in the "strip" between the public street and Weldwood Park. This area will be seeded to lawn with 1 1/2 inch caliper shade trees planted towards the park side and along Welwood Drive at 30 feet intervals, Faucets will be provided at 100 feet intervals along the street with one meter. This will leave a large area of open space for play. An entrance to this park area is provided at the Eastern Entrance. Four picnic tables will be installed along the Eastern edge of the recreational area. A more detailed plan will be part of the Final Plan. Maintenance of the park will be provided by the mobile home park manager.

As an alternative, this area could be turned over to the City of Lebanon in lieu of becoming a recreational area because of its proximity of the park. This area could then be used in a method

determined by the city to best serve the park. 1.34 acres of recreational area exceeds both state and city requirements.

Please keep in mind the play area is only required by the state by those homes occupied by children.

H. Existing natural features such as trees, streams and topography:

There are a few cotton wood trees on this site and some jurisdictional wetland. The cotton wood trees will be removed as needed for development of the park. The wetlands within the developed portion of the park will be mitigation which will include plantings of wetland trees. The wetlands and roads provide a buffer to the properties to the South.

The mitigation plan will be submitted upon preliminary plan approval.

Approval of the mitigation plan will be required prior to development of the existing wetlands i.e. Phase II.

I. Landscaping , screening and fencing proposals:

Landscaping along Weldwood Drive will consist of 30 foot spaced trees along the play area and lawn.

Each space will be landscaped prior to occupancy, this will be done by the park owners and the cost will be included in the move in fee assessed to the park space renter.

The exterior will be fenced with a 6 foot sight obscuring fence as shown and as code requires. This fence will run along the park, along the North boundary near Market Street and along Champion's property. As there is concern of balls crossing onto the mobile home park, the windows on the West side of the mobile homes will be protected by iron screens to prevent damage from "home runs".

J. Proposed method of solid waste disposal:

Each home owner will be required to obtain individual collection services from Lebanon Sanitation.

K. Proposed method for provisions of water supply and sewage disposal:

Public water service including individual meters will be provided to each space. An 8 inch water line will come from Market Street to Phase I and loop to South Main in Phase II and extend to Cascade Drive in Phase III. Phase III water will also be extended by the Champion property along the North line of Santiam Village South.

The sanitary sewer will be a 12 inch public line extended from South Main East to the Southwest corner of the Champion property, eight inch laterals will be extended as shown on the plan and be public lines. The 12 inch line will be extended in phase I across the wetland. The wetland will be restored at this time to facilitate a short review process. An 8 inch line will be extended North to phase I and South and East through phase III and IV at this time to serve the existing park as mandated by the D.E.Q. This portion of sanitary sewer including the 12 inch will proceed as soon as practical and will not be affected by preliminary approval i.e. it will proceed with or without approval in conjunction with the Santiam South preliminary approval. Again please note all mains both water and sanitary sewer will be public within public utility easements.

3. Proposed method for the handling of surface water drainage:

Surface drainage for the public street portion along the South line, i.e. Weldwood Drive will drain to the drainage along Weldwood Park at the East end of the roadway and to the South Main Street Storm Drain at the West end. Storm drainage in the Mobile Home Park will be maintained at historical flows and drain into the existing drainage around Weldwood Park. Detention will be above ground in the Park Streets where practical. Some over sized pipe storage may also be required.

4. Proposed grading patterns:

The mobile home site will drain to the streets. Lot grading will slope from back to front. No drainage to the back will be allowed to cross on to adjoining lots.

Grading will be controlled by the park owner in conjunction with the installation of the landscaping and placement of the pads for the carports.

5. Street and open-space lighting proposals:

Interior street lighting is shown on plans and basically the same as normal residential areas providing for the illumination required by state regulations.

In summary:

It is our understanding that preliminary plan approval is followed by submittal of more detailed information for a final plan approval. Therefore any concerns changes or public concerns will be addressed in the final plan.

JAMES F. UDELL

ENGINEER 8072

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32388 Berlin Road
LEBANON, OREGON 97355
Phone (503) 451-5125
Fax (503) 451-1366

SURVEYOR 1366

Narrative Part II

Preliminary Development Proposal Program Contents

A. Proposed ownership pattern

The park's private infrastructure will be owned and operated by the Courts and other partners. The Courts own the existing park and the previously approved Santiam Village South. Each space will be occupied by the owner of that particular unit. i.e. There will be no "rental units" within the park. Each new space will be charged a placement fee which will cover the park owners building of the carport and complete landscaping of each space including a front yard tree.

B. Operation and maintenance proposal

The maintenance of each space will be monitored by the park owner, but will be the responsibility of the unit owner. Each unit owner will be required to maintain there own unit and space. The park owner, through his manager, will be required to maintain all playgrounds-open space, all roadways, and private aspects of the infrastructure.

C. Commercial facilities

At this time no commercial facilities are proposed, this will be strictly a Mobile Home Park. Walkways are provided to the North so that people can take advantage of the nearby existing Commercial facilities.

D. Community facilities

The Mobile Home Park will provide and improve a park area as shown on the attached proposed plan for its space renters. Or as an alternative dedicate the park areas to the City of Lebanon as an addition to Weldwood Park.

E. Time table for development

The owner will proceed with final plan and construction of Phase I (23 spaces) as soon as possible, hopefully by late September of 1996. This Phase I would also include construction of the sanitary sewer to the existing park. The sewer will be installed regardless of the status of Santiam Village North. Water for Phase I will be from Market Street and Storm Drain to the ditch to the East across Phase II. Sanitary sewer is from the proposed 12" line across Phase II. Access will be by the improvements of the proposed 40' Right-of-Way public street to the North. This will make the connection to Market Street. This Phase I will provide the Champion property with a 12" sanitary

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ENGINEER 8072

sewer to their Southwest corner.

Phase II is proposed for the summer of 1997. This will provide for access to South Main street as well as Market street. The recreation area along Weldwood Park will be developed at this time as well as the mitigation of wetlands for all phases will be improved along with Phase II. Phase II will provide for a looped water system through Phases I and II.

Phase III is scheduled to be developed in 1998. This will complete final access connection through the existing park to Cascade Drive along with the 8" water line to Cascade Drive.

Phase IV 1999 will complete the project including an 8" waterline along the South line of Champion property and a waiver of remonstrance for the extension of the 12" sanitary sewer.

This time table is dependant upon:

1. Final plan approval
2. Demand for spaces
3. The previous phase being completed prior to the next phase.

F. Method of Public Improvements

All public improvements are proposed to be privately funded with acceptance by the City of Lebanon of elements required for each phase prior to placement permits or in accordance to the City of Lebanon policies.

REGARDING PHASE III & IV

It maybe recognized that Phase III & IV is the first preliminary approved addition to Santiam Village.

There have been a few changes. i.e. The public street along the North line has been omitted and has been substituted with a public access to Champion's property from Market Street via a 40 foot public right-of-way. This allowed for minor changes in lot configuration and allowed more mitigation area along the Southwest boundary of this addition. The number of lots remain the same. 73 lots and one office - recreation area. These and any other changes in connection with Santiam Village North will be reflected on the final plan for this section of the park.

Additional notes:

All spaces abutting other ownerships will maintain a 15 foot rear yard set back.

All other spacing within the park will be per state requirements 1995 and 1996. See the typical Lot layout.

The state ordinance has a minimum lot width of 30 feet and a minimum lot depth of 40 feet. The city densities without solar protection abutting an arterial street, i.e. South Main, are 1815 square feet for one bedroom, 2700 square feet for two bedroom, and 3960 square feet for three bedroom. The average lot size for Santiam Village North is approximately 4309 square feet.

The surrounding uses currently offer no conflict from the proposed use, except Weldwood Park. i.e. out of bounds ball and home runs during the spring and summer. These can be limited by protecting the windows facing Weldwood Park from breakage. The minimum distance to any other residential use is a minimum of 100 feet.

To date the design team consist of:

James F. Udell, Engineering and Surveying.

Jay Lorenz, Wetlands and Environmental Specialist.

John and LouAnn Court, owners and operators of several existing parks.

Ferrante Brothers Landscape, Millwaukie, Oregon

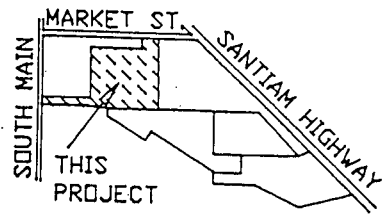
Building Design, Mike Barclay & Associates, Portland, Oregon

Traffic Engineer, Bob Keatch, Traffic Smithy, Portland, Oregon

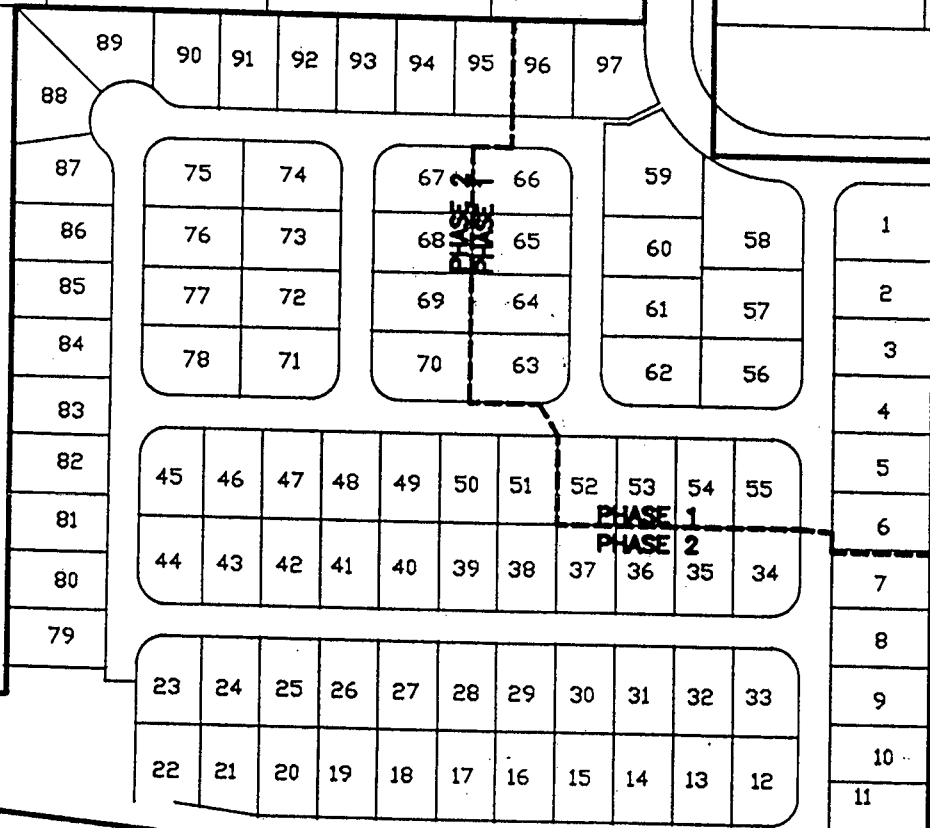
SANTIAM VILLAGE NORTH

MARKET STREET

SOUTH MAIN



VICINITY MAP



PHASE 1

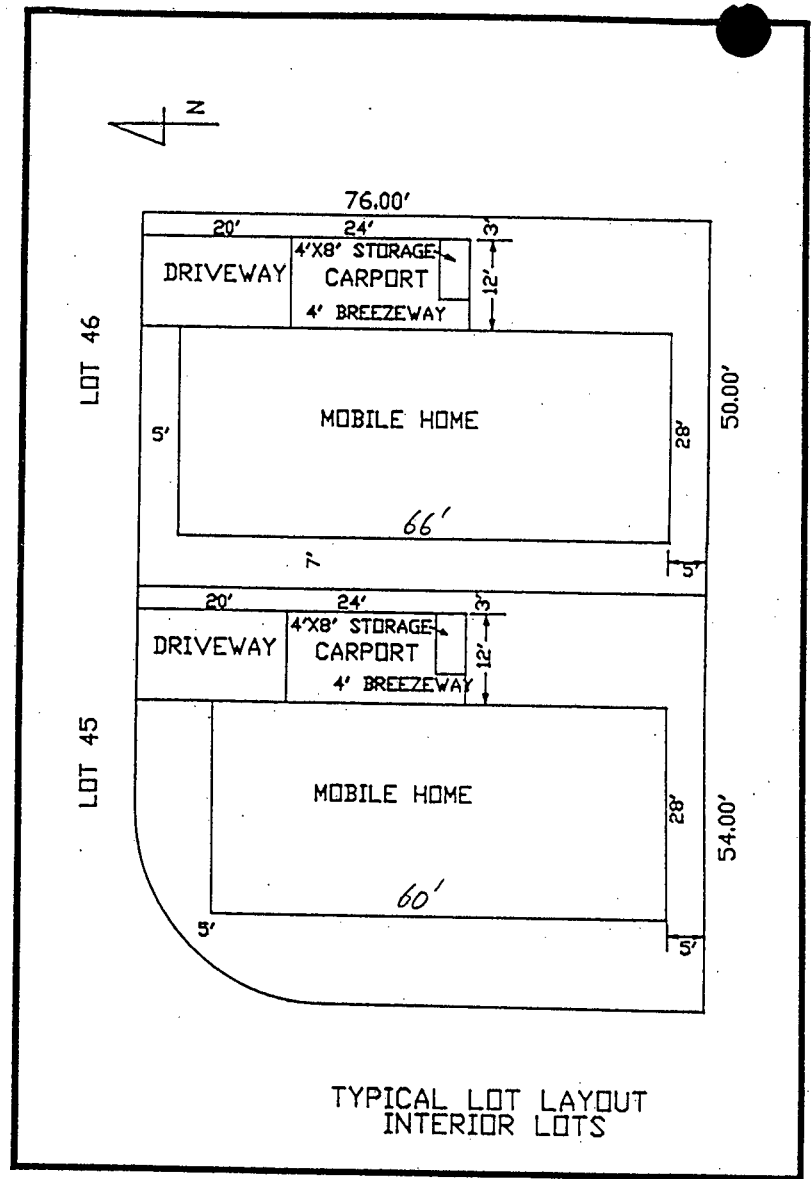
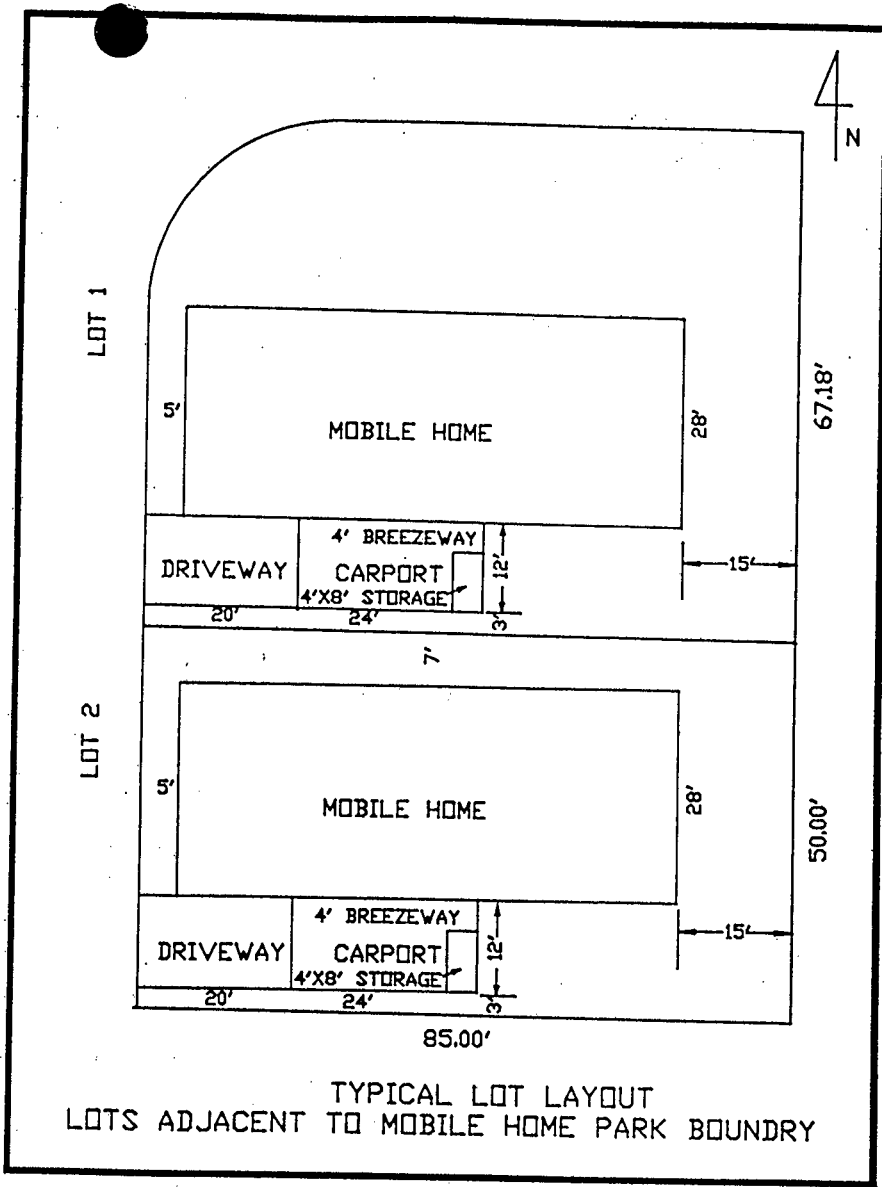
PHASE 2

PHASE 3

ODELL ENGINEERING, P.E.
SANTA BARBARA, CALIFORNIA
PHONE 805-961-4174

JOHN COLETT
LEWIS & CLARK

SANTIAM VILLAGE



SANTIAM VILLAGE NORTH MOBILE HOME PARK TYPICAL LOT LAYOUTS
1" = 20'

I WISH TO GO ON RECORD ABOUT PLANS FOR THE PD-96-4 DEVELOPMENT, ASSESSORS MAP 12-20-23 TAX LOTS 808 AND 1606. I AM CURRENTLY THE OWNER OF LOTS 801 AND 802 ADJOINING LOT 1606 ON MARKET STREET. IT HAS BEGUN DEVELOPED INTO A RETAIL BUSINESS THAT IS CURRENTLY TRYING TO EXPAND TO MEET THE NEEDS OF ITS CUSTOMERS. THIS INCLUDES THE PURCHASE OF PART OF LOT 805 (MAP INC.) TO GAIN MORE WAREHOUSE SPACE FOR THE CURRENT RETAIL BUSINESS.

WRITTEN TESTIMONY CONCERNING PLANNED DEVELOPMENT PD-96-4 (SANTIAM VILLAGE "NORTH" MANUFACTURED DWELLING PARK)

DOUG PARKER
CITY PLANNER
CITY PLANNING DEPT.
925 MAIN STR.
LEBANON

8-10-96

ATTACHMENT "B"

FEOTHUS FARM
100 MARKET ST.
LEBANON, OREGON
511-258-5085

Dirk J. Zimick
C. J. Zimick

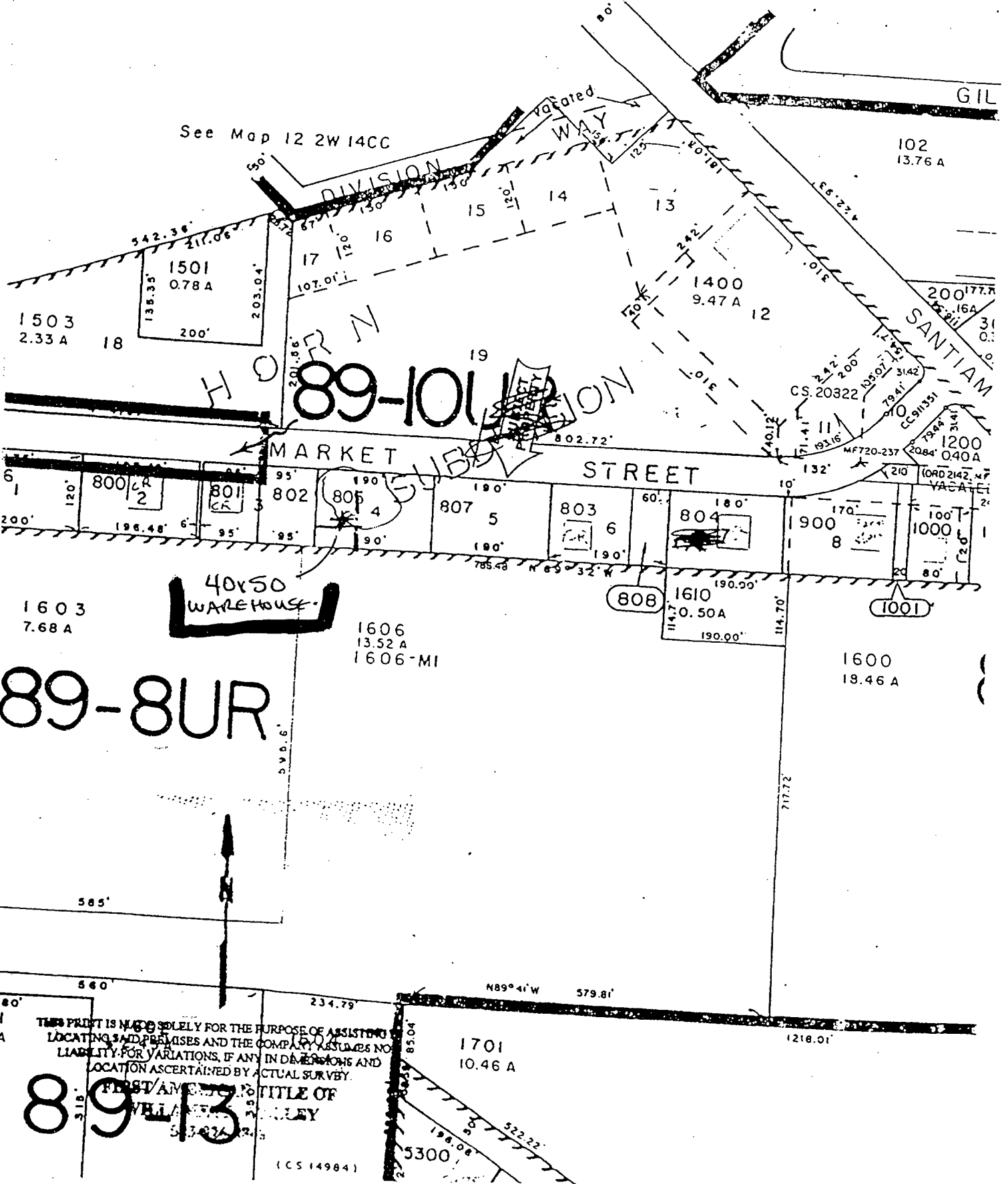
- ① SHOWING THE EXISTING LOT AND BUILDINGS AND THE PROPOSED DEVELOPMENT ON LOT 805 PLANNED FOR THE FUTURE.
- ENCLOSED ARE TWO PHOTOGRAPHS SHOWING THE EXISTING LOT AND BUILDINGS AND THE PROPOSED DEVELOPMENT ON LOT 805 PLANNED FOR THE FUTURE.
- ② MY CONCERNS ABOUT THE PD-96-4 DEVELOPMENT ARE ABOUT THE SET-BACK FOR BUILDING NEXT TO RESIDENTIAL PROPERTY. IF THE DEVELOPMENT IS ZONED RESIDENTIAL, IT IS MY UNDERSTANDING THAT IT REQUIRES A 20 FT SET BACK FOR ANOTHER EXISTING BUILDING MY PLANS ARE TO PURCHASE PART OF LOT 805 AND BUILD A WAREHOUSE RIGHT ON THE 'BACK PROPERTY LINE', IF POSSIBLE. GIVEN THE HIGH PRICE OF COMMERCIAL LAND, I NEED TO UTILIZE AS MUCH OF THE LAND AS POSSIBLE.

Top Map - 12-21-23

NW 1/4, Sec

(LTL Pass)

See Map 12 2W 14CC



89-10UR

89-8UR

40x50 WAREHOUSE

THIS PLAT IS MADE SOLELY FOR THE PURPOSE OF ASSISTING IN LOCATING SAID PREMISES AND THE COMPANY ASSUMES NO LIABILITY FOR VARIATIONS, IF ANY, IN DIMENSIONS AND LOCATION ASCERTAINED BY ACTUAL SURVEY.

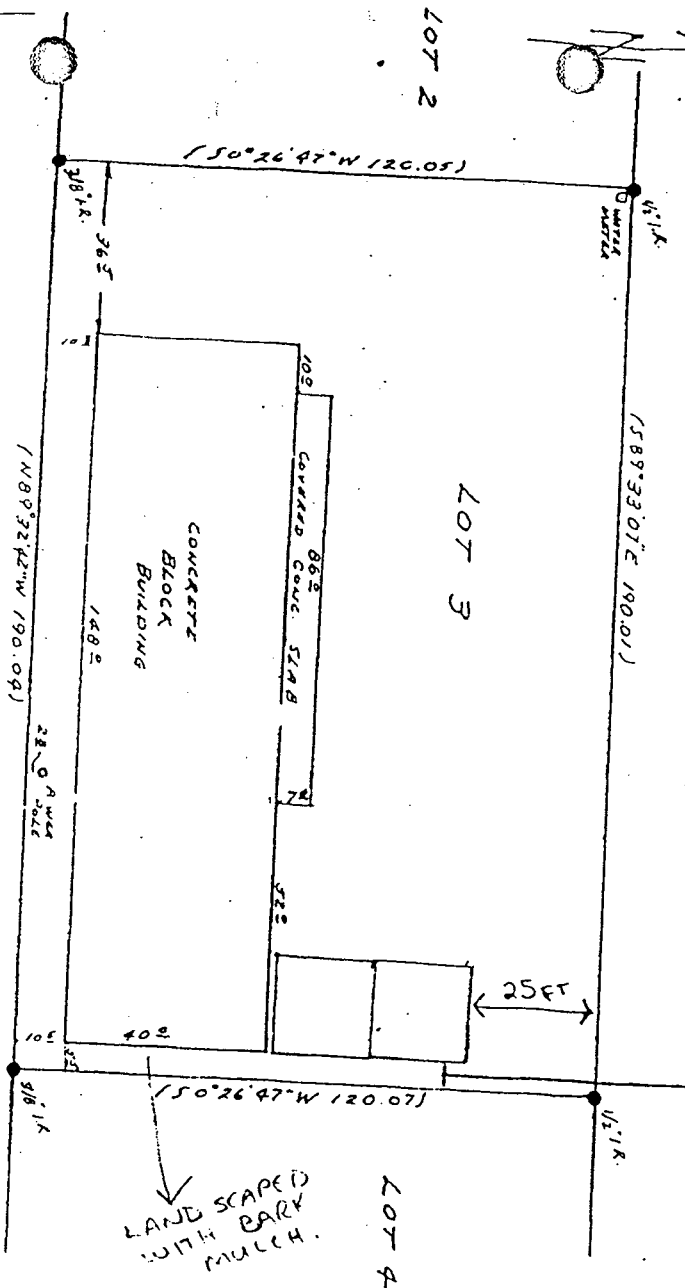
89-13

TITLE OF

(CS 14984)

256:43

sheetrock.
EXT. 1/2 S/B.



BUILDING FOR
HAY SHED.

BUILDING IS
5 FT. FROM
PROPERTY
LINE.

ADDRESS: 100 Market Street

DESCRIPTION: Lot 3, Horn Subdivision, Linn County, Oregon.

CERTIFICATE: I hereby certify I have surveyed the herein described property and that I find the improvements set thereon to be on the premises in question and that they do not overlap or encroach on the properties adjacent thereto unless otherwise shown.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Billy E Davis

802 256-43

465

**FOOTHILLS
FARM + RANCH
SUPPLY**

REFERENCE G.S. 16411
VECTOR INC. 743 MAIN ST. LEBANON, OR.
SURVEY FOR DICK ZIMMICK IN
LOT 3, HORN SUB DIVISION
LEBANON, OREGON

PD-96-4, p.35

MINUTES

CITY OF LEBANON PLANNING COMMISSION

August 21, 1996

MEMBERS PRESENT: Chairperson Dan Thackaberry, Commissioners Malia Allen, John Brown, Jeff Harding, Retha Larson, Roger Munk, Dorothy Nicholson, and Cindy Pettner

STAFF: Doug Parker, City Planner; Jim Clark, Engineering Services Division Manager; Judy Wendland, Finance Director; Tom McHill, City Attorney; Donna Martell, Recording Secretary

1. **CALL TO ORDER/ROLL CALL**

The meeting was called to order by Chairperson Thackaberry at 7:35 p.m. in the Lebanon School District Board Room, 485 S. 5th Street. Roll call was taken. Commissioner Harding arrived after roll call. Vice-Chairperson Nelson was absent.

The minutes of June 19 and July 11, 1996 were approved as submitted.

2. **CITIZEN COMMENT**

There were no citizen comments.

3. **PUBLIC HEARING**

Chairperson Thackaberry reviewed public hearing procedures and format. City Attorney McHill stated for the record that everyone who testifies must direct their testimony to the substantive criteria and that criteria which staff has identified in each of the public hearings is posted on the wall. If there is other criteria that anyone might believe would be pertinent to a decision they need to point that out. Failure to raise in issue accompanied by statements or evidence sufficient to afford the Planning Commission and the parties an opportunity to respond to the issue will preclude appeal to the Land Use Board of Appeals based upon that issue.

A. **Delayed Annexation A-96-3 (Nelson Property) - continued from July 11, 1996**

Initiated per property owner's request, this 19.36 acre site, which includes three parcels, is currently vacant and proposed for future development of a manufactured dwelling park and mini-storage area (subject to subsequent planning application and approval). Located south of Airport Road between Airway Road and 12th Street. Assessor's Map 12-2W-15CB, Tax Lots 401, 500 and 700.

Chairperson Thackaberry opened the public hearing and asked for ex parte contact or conflict of interest from the commissioners. There was none.

Planner Parker reviewed the updated staff report. City Attorney McHill stated that all new testimony should be related to the evidence provided in the updated staff report. Finance

Director Wendland described how the delayed annexation would provide additional revenue for the City. There was discussion regarding how the applicant would benefit from the delayed annexation. Finance Director Wendland left after speaking. Planner Parker stated that the annexation criteria was posted on the wall and offered to read the Proposed Findings. Planner Parker reviewed City Annexation Policy #5. He offered the staff report for the record, which Chairperson Thackaberry accepted.

Chairperson Thackaberry asked for additional questions from the commissioners.

There were none.

Chairperson Thackaberry asked for testimony from the applicant.

The applicant was not present.

Chairperson Thackaberry asked for persons wishing to speak in favor of A-96-3.

There were no comments.

Chairperson Thackaberry asked for persons wishing to speak in opposition to A-96-3.

Howard Lindgren, 1127 Airport Road, stated that he was very concerned about the drainage problem in that area. Chairperson Thackaberry reminded Mr. Lindgren that this public hearing was for the annexation rather than the development. Planner Parker explained that the September meeting would deal with the development proposal. He also stated that the applicant was working on a revised drainage plan. Mr. Lindgren stated his concern about the work done on the City's infrastructure improvement project in the 12th Street/Airport Road area. Engineering Manager Clark stated that the City was aware of the problems with that project. He also stated that the contractor was not finished and would have to clean out the ditches among other things. City Attorney McHill stated that the staff report for the General Development Plan would be available for review before the September meeting. Planner Parker stated that the drainage problem in this area had already been brought before the Board of Commissioners.

Chairperson Thackaberry closed the public hearing and asked for discussion among the commissioners.

Chairperson Thackaberry reminded the commissioners that this was only a recommendation of approval to the City Council.

Commissioner Harding moved that the Planning Commission recommend approval of this delayed annexation to the City Council based on the standards, findings, conclusions, and recommendations stated in the staff report. Commissioner Brown seconded the motion. The motion was approved unanimously.

B. Planned Development PD-96-3 (Zero Lot-Line - General Development Plan)

A request to divide five city-standard size lots in half and build zero lot-line homes on each lot. Each existing lot will have conforming "exterior" setbacks with the zero lot-line setback pertaining to the new proposed interior property line. Each existing lot is currently 8,000 square

feet in size (78.5' x 101.92') and would be reduced to 4,000 square feet in size (39.25' x 101.92'). The number of permitted single-family dwelling units would increase from five to ten units. Accompanying public infrastructure improvements include sewer, water and half-street road improvements.

The properties are located on the south side of Vine Street between 12th Street and 14th Street and were originally platted as Lots 8, 9, 10, 11 and 12 of Block 5, Pletzer's Green Subdivision. Assessor's Map 12-2W-10CB, Tax Lots 919, 920, 921, 922 and 923.

Chairperson Thackaberry opened the public hearing and asked for ex parte contact or conflict of interest from the commissioners. There was none.

Planner Parker reviewed the staff report including the Introduction, Proposal Update, Site Description, Proposal, Neighborhood Comments, and Zoning Considerations. Planner Parker explained that he was presented with a petition right before the July meeting. He wanted to state for the record that he did not refuse to take the petition, but instead said that it should be presented as testimony. Planner Parker then reviewed the Relevant Zoning Ordinance and Comprehensive Plan Criteria, Department Comments including Planning, Building and Engineering Departments and Fire District. Planner Parker reviewed the Staff Recommendation and offered the staff report for the record, which Chairperson Thackaberry accepted. Planner Parker then reviewed the Proposed Findings.

Chairperson Thackaberry asked for questions from the commissioners.

There were none.

Chairperson Thackaberry asked for testimony from the applicant.

Richard Herndon, Mid Valley Holdings, 1145 Linnwood Drive, Albany, applicant, stated that there have not been any changes made since the proposal was submitted. He stated that there was one typing error in the proposal - the fence would be 6 feet tall, not 5 feet. He briefly addressed some of the concerns regarding off-street parking, fencing, public improvements, ADA compliance, and fire hydrants.

Chairperson Thackaberry asked for persons wishing to speak in favor of PD-96-3.

There were no comments.

Chairperson Thackaberry asked for persons wishing to speak in opposition to PD-96-3.

There were no comments.

Chairperson Thackaberry closed the public hearing and asked for discussion among the commissioners.

There was none.

Commissioner Larson moved that the Planning Commission approve the General Development Plan and Program based on the standards, findings, conclusions and recommendations stated

in the staff report and direct the applicant to prepare the Final Plan and Program. Commissioner Brown seconded the motion. The motion was approved unanimously.

C. Planned Development PD-96-4 (Santiam Village "North" Manufactured Dwelling Park)

A request to develop a 13.67 acre vacant site into a manufactured dwelling park consisting of 97 spaces, open space areas, and public and private streets. Public and private utility improvements and extensions are included in this project. Located south of Market Street and east of South Main Road and Weldwood Park. Assessor's Map 12-2W-23B, Tax Lots 808 and 1606.

Chairperson Thackaberry reviewed public hearing procedures and format for the new members of the audience. City Attorney McHill reviewed testimony procedures.

Chairperson Thackaberry opened the public hearing and asked for ex parte contact or conflict of interest from the commissioners. Commissioner Munk stated that he plans to move his practice to 90 Market Street, an office building next to Weldwood Park, but has no proprietary interest.

Planner Parker reviewed the staff report including the Introduction and Site Description. Commissioner Harding left and returned during the review of the staff report. There was discussion regarding the length of time a Preliminary Development Plan approval is valid. Planner Parker then reviewed the Proposal, Neighborhood Compatibility Considerations, Zoning Considerations, Relevant Zoning Ordinance and Comprehensive Plan Criteria and Oregon Statutes and Administrative Rules, and Department Comments including Planning and Building Departments and Fire District. Engineering Manager Clark reviewed Engineering Department Comments. Planner Parker reviewed the Staff Recommendation and offered the staff report for the record, which Chairperson Thackaberry accepted.

Chairperson Thackaberry asked for questions from the commissioners.

Commissioner Harding asked Planner Parker if he reviewed anything not included in the staff report, to which Planner Parker answered no. City Attorney McHill stated that Commissioner Harding could participate in this public hearing. There was discussion regarding the draft Parks Master Plan. City Attorney McHill stated that the City has a formal agreement with the Boys and Girls Club for use and maintenance of Weldwood Park. There was discussion regarding this development's compatibility with Weldwood Park. Engineering Manager Clark discussed fill and drainage of the subject property. Planner Parker stated that he had full-scale plans of the proposal available for viewing.

Chairperson Thackaberry asked for testimony from the applicant.

Jim Udell, Udell Engineering, 32388 Berlin Road, engineer for the applicant, stated that they are aware of and working on all of City staff's comments. He explained that developing Santiam Village North would be less expensive than developing Santiam Village South because of the cost to extend the storm drainage system. Mr. Udell stated that they did not feel it was necessary to extend Weldwood Drive to Hwy. 20 because the Nursery and the Drive-In still had their primary access from Hwy. 20. He distributed to the commissioners a letter from Ken Evenhus, which indicated that he did not object to a portion of Weldwood Drive being private. Mr. Udell reviewed the bike path route and the phasing plan. He stated that they would work

with the owner of the property south of Diet Lite to gain access to Market Street. With regards to the lights and noise from Weldwood Park, he stated that an option would be to have residents adjacent to the Park sign a statement stating that they were aware of the ball games and lights from Weldwood Park. He distributed a copy of the statement and copies of photos of a similar manufactured home park. He stated that the homes adjacent to the Park would have window protection or no windows on the exposed side. He briefly described the landscape plan. Mr. Udell stated that they would support a variance of the setback requirement for Foothills Farm Supply as long as they did not have an access in the rear. He stated that they would be willing to dedicate the strip of recreation area adjacent to Weldwood Park in lieu of the required developed outdoor recreation area. He asked for a better definition of "developed outdoor recreation area." Mr. Udell stated that the wetland delineation has been submitted to the Division of State Lands. He also stated that they have submitted a mitigation plan to install the sanitary sewer. He stated that there were additional recreation areas set aside in Santiam Village South. Mr. Udell stated that the School District did not want to drive through gates to pick students up and would send a letter regarding bus pickups. He also stated that Albany-Lebanon Sanitation would send a letter indicating that they did not have a problem with individual pickups. He showed the locations where they planned to fill and stated that the fill would be less than one foot deep. Mr. Udell stated that he did not see a need for the 70-foot right-of-way on Weldwood Drive and requested that the right-of-way width requirement for Weldwood Drive and Market Street be reduced. He stated that they would be willing to eliminate one manufactured home space to create a temporary recreation area before Phase 2 was completed. He explained their variance request for the 10-foot front yard setback.

John Court, 8815 SW Wolds Drive, Beaverton, applicant, stated that his brother-in-law is their partner for Santiam Village North. He also stated that they are actively seeking an assistant manager for Phase 1.

Chairperson Thackaberry asked for persons wishing to speak in favor of PD-96-4.

Wayne Robbins, 204 Cascade Drive #14, stated that Santiam Village South has been in need of City water and sewer services, which most of the residents could not afford to bring in for that long distance. He also stated that he is a member of the ownership group. Mr. Robbins stated that he wanted to give some history on the half-acre piece of property on Market Street south of Diet Lite. He stated that they sold the property to Carl Bengtson, the previous owner of that property. Along with the title to that land was the acknowledgment that if a future street came through, the owner of that property would be expected to pay half the street costs. He stated that this should not come as a surprise to the new owner and is sure that something that can be worked out between the Courts and the new owners of that property. He stated that, as a realtor, he does not see any problem with Farmway's request for a variance as long as the utilities could be served there. Mr. Robbins stated that they had two other offers for this land, but wanted to see it developed for a good purpose. He also stated that he thinks there is a need for economical housing in our area.

Planner Parker clarified the setback requirements for the Mixed Use zone (Foothills Farm Supply).

Ken Evenhus, 38679 Mt. Hope Drive, stated that he loves the idea of the mobile home park and thinks that it would be a good complement to his condominium complex. He stated that it will save him a substantial amount of money on the infrastructure improvements. He stated that he does not think it is necessary to extend Weldwood Drive through to Hwy. 20.

Robert Keech, 1225 NW Murray Blvd. Suite 111, Portland, traffic engineer for the applicant, stated that their draft traffic analysis indicated that there is ample traffic transportation facilities to serve the development as it is proposed.

Chairperson Thackaberry asked for persons wishing to speak in opposition to PD-96-4.

Rick George, 805 Lebanite Drive, stated that he represents nine property owners on Lebanite Drive and does not oppose this development, but has a question regarding the fence height. He stated that the shrubs proposed are too short because Lebanite Drive sits above the proposed development. He suggested a berm under the fence or planting photinia to help obstruct the noise and view.

Randy Graves, 156 S. 2nd Street, executive director of the Lebanon Boys and Girls Club, stated that they support development in this community, but are concerned with the safety of kids at Weldwood Park and the potential future expansion of parks at the south end of Lebanon. He distributed to the commissioners an outline explaining what the Boys and Girls Club was and why this development should be denied. He talked about the impact this development would have on the Weldwood facility if it was allowed to be completed. He also discussed the draft Parks Master Plan and stated that Weldwood Park is the only park in Lebanon which is currently at the south end of town, and is the only park with the ability to be expanded.

Chairperson Thackaberry asked for rebuttal from the applicant.

Wayne Robbins, stated in rebuttal that the Boys and Girls Club should not expect this valuable piece of commercial land to be donated, and did not think that they could afford to purchase this property.

John Court, stated in rebuttal that they considered putting up a net or a 10-foot wall to satisfy the stray ball and noise issue. He also stated that they would be willing to donate the 100-foot strip of land along Weldwood Drive along with money to improve the strip in lieu of the required outdoor recreation area.

Jim Udell, stated in rebuttal regarding the screening on Lebanite Drive that the distance between the road and the manufactured homes is quite a distance. He also stated that they would need to build natural screening to the wetland vegetation, not berms. He stated that they would probably plant something like Oregon Ash. Mr. Udell also stated that he had talked with Mr. Kingsley regarding plantings and using his property for a mitigation site, but Mr. Kingsley preferred to leave it as it was. He added that this area was full of blackberries, which provided a lot of screening.

Chairperson Thackaberry closed the public hearing and asked for discussion among the commissioners.

There was discussion regarding Weldwood Drive going through to Hwy. 20. There was also discussion regarding Weldwood Drive as a private road versus a public road. City Attorney McHill clarified that this was a preliminary approval to a preliminary development plan. Planner Parker read the decision options available to the commissioners. There was further discussion regarding Weldwood Park and the draft Parks Master Plan. Planner Parker stated to the commissioners that they could postpone their decision if additional information was needed from City staff. There was further discussion regarding the compatibility of this

development with the adjacent park. Engineering Services Manager Clark stated that staff would comment on the applicant's traffic study in the staff report for the General Development Plan.

The Planning Commission discussed the issue of a public versus private road. They agreed it was a standard, general procedure to require a half-street, public road improvement for the length of the property and that two previous, adjacent planning proposals on the south side of the "new street" were required to provide half-street public road improvements. The Planning Commission then agreed that they did not see any reason not to follow this standard, established procedure.

Commissioner Pettner moved that the Planning Commission grant preliminary approval to the Preliminary Development Plan and Program based upon preliminary indications of compliance with Comprehensive Plan and Zone Ordinance policies, standards and requirements and direct the applicant to prepare the General Development Plan and Program with the conditions that Weldwood Drive be a public road, that the proposed screening and buffering of adjacent uses be evaluated, and that the preliminary approval be valid for one year. Commissioner Larson seconded the motion. The motion was approved unanimously.

4. **OLD BUSINESS.**

- A. **Definition List.** It was suggested that "Bed and Breakfast" be added to the definition list. This item was tabled.

5. **OTHER BUSINESS**

- A. **Meeting Schedule.** The September meeting was scheduled for September 18. The October meeting was scheduled for October 16. Commissioner Nicholson stated that she would be out of town for both meetings.
- B. **Report on LOC Land Use Training Workshop - Schedule Special Work Session.** This item was postponed for the September meeting.
- C. **Oregon Planning Institute Workshop.** Planner Parker stated that there will be a Fall Planning Workshop on September 4-6. If any commissioner wished to attend, the City would sponsor them.

6. **COMMISSIONER'S COMMENTS**

7. **ADJOURNMENT**

The meeting was adjourned at 11:55 p.m.

Recorded by Donna Martell

08/20/96

Lebanon Planning Commission
925 S Main St.
Lebanon OR 97355

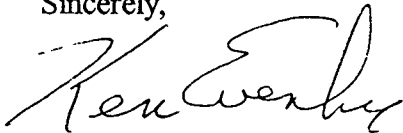
Re: Santiam Village North
ABE's Oak Grove Condominiums

Dear Commissioners,

I have reviewed the plan submitted by John Court for Santiam Village North, and agree, in concept to ending the public street East of the exit of ABE's Oak Grove Condominiums, providing it goes as far as the 12 foot bicycle path. I understand the remaining portion of the street right-of-way to the mobilehome park will be a private roadway with public utilities, school bus, solid waste truck and postal service access, as deemed necessary.

It is acceptable to me to provide a 20 foot easement on the Easternmost property line of my property to provide for future water and sewer access to the end of Lebanite Drive.

Sincerely,



Kenneth R Evenhus
ABE Enterprises
38679 Hope View Lane
Lebanon OR 97355
(541)451-5556

cc: J. Udell

08/13/96

Lebanon Planning Commission
925 S Main St.
Lebanon OR 97355

Re: Santiam Village North
ABE's Oak Grove Condominiums

Dear Commissioners,

I have reviewed the plan submitted by John Court for Santiam Village North, and agree, in concept to ending the public street East of the east entrance to ABE's Oak Grove Condominiums, Providing it goes as far as the 12 foot bicycle path. I understand the remaining portion of the street right-of-way to the mobilehome park will be a private roadway with public utilities, school bus, solid waste truck and postal service access, as deemed necessary.

Originally, it was felt a 12 foot bicycle path was needed in a 30 foot easement. I would respectfully request the easement for the bicycle path be reduced to 20 foot and run near the Southwest side of the seasonal creek, thereby avoiding the potential wetland area. If the easement were 20 foot then the bicycle path could be in the same area as the original Oak Grove preliminary approval.

It is acceptable to me to provide a 20 foot easement on the Easternmost property line of my property to provide for future water and sewer access to the end of Lebanite Drive.

Sincerely,

Kenneth R Evenhus
ABE Enterprises
38679 Hope View Lane
Lebanon, OR 97355
(541)451-5556

City of Lebanon
925 Main Street
Lebanon, OR 97355

September 11, 1996

Attn: Doug Parker, City Planner

Re: Public/ Private Road
PD-96-4 Santiam Village North

Dear Mr. Parker,

We own the 10.72 acre tract identified on the tax map as 12-2W-23B-#1800. It is the site of the Lebanon Motor-Vu Drive-In and our residence.

We're told that the City wants a road to cover the North line of our lot. We do not wish to lose that much property, nor agree to pay for the cost of such a road when it will not enhance our property. As long as sewer is nearer and water lines are to our property line, we do not need this public road as we see it. We have no objection to the property to our West being developed with private roads as proposed.



RECEIVED

SEP 13 1996

PUBLIC WORKS



City of Lebanon
925 Main Street
Lebanon, OR 97355

September 11, 1996

Attn: Doug Parker, City Planner

Re: Public/Private Road
PD-96-4 Santiam Village North

Dear Mr. Parker:

Champion International Corp. owns the Linn County taxlot 12-2W-23B-#1600. This is the site for our seedling nursery, just off Hwy 20.

We have no objection to the plan which shows a road access to Market Drive at the NW corner of our tract, and the public/private road system proposed by Mr. Court. We'd prefer not to have a road (Weldwood Drive public road) along our south property line out to the highway. That would create a potential loss of land and add infrastructure costs which are unnecessary. We've experienced a fair amount of theft at our nursery in recent years as well. Another public access might add to that problem.

Champion has recently created a wholly owned subsidiary of its Washington and Oregon properties and thus you see the name change on our stationary.

A handwritten signature in cursive script that reads "Jeff Madsen".

Jeff Madsen
Champion International Corporation
1011 East Main, Suite 303
Puyallup, WA



RECEIVED

SEP 18 1996

PUBLIC WORKS

September 18, 1996

Doug Parker, City Planner
City of Lebanon
925 Main Street
Lebanon, OR 97355

RE: Public/Private Road, PD-96-4
Santiam Village North, Letter of September 11, 1996

Dear Mr Parker:

Champion International Corporation owns the Linn County taxlot 12-2W-23B-#1600. This is the site for our seedling nursery, just off Highway 20.

After further review of the road access proposed by Mr. Court, Champion feels they would be better represented with road access off Weldwood Drive, continuing on to Highway 20, along our south property line. The proposed Weldwood Drive to the southwest corner of Champion's property line would meet with Champion's approval. At this time, Champion does not wish to see Weldwood Drive continue on to Highway 20, but we do not wish to lose the possibility of Weldwood Drive continuing on to Highway 20 in the future. Bringing Weldwood Drive into Cascade Drive, with a proposed light would be more feasible. Especially with the light on Market Street and the proposed light for Cheadle Lake, off Crowfoot Street.

We understand the property at Champion's northwest corner and Santiam Village North, where the road proposal is being shown does not belong to Mr. Court. If this is the case, additional land owners would need to be contacted for easement rights.

Champion has recently created a wholly owned subsidiary of its Washington and Oregon properties and thus you see name changes on our stationary.

Very truly yours,

A handwritten signature in cursive script that reads "Jeff Madsen".

Jeff Madsen

AGENDA ITEM 5




CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell, City Administrator

DATE: September 16, 1996

FROM: Judy Wendland, Finance Director 

SUBJECT: Supplemental Budget

As you know, the City has borrowed \$100,000 from Key Bank to pay for the Police and Court computer upgrade. We have already received the funds so that the City can earn interest on the money as long as possible, since we will earn more than it costs us to borrow it. I budgeted for the first payment on the loan in the 1996-97 budget.

I did not budget for payments to the vendors for the purchase of the upgrade, since I understood this to be pass through funds held in trust for the vendors, and Oregon Budget Law does not require budgeting for pass through funds.

In discussions with the auditors today I discovered that in this situation, the pass through rules do not apply. We could return the funds to the bank, and have them disburse them but this would deprive us of the opportunity to earn interest. Our only option is to prepare a brief supplemental budget with this one item. There is no change to anything agreed to by the budget committee, this is just a clerical correction.

Action required:

Motion to approve/deny supplemental budget resolution.

A RESOLUTION ADOPTING THE CITY OF) RESOLUTION NO. _____
 LEBANON'S SUPPLEMENTAL BUDGET AND)
 MAKING APPROPRIATIONS FOR FISCAL)
 YEAR 1996-97) FOR 1996

WHEREAS, the Lebanon City Council adopted a budget for the City of Lebanon for the 1996-97 fiscal year on June 26, 1996, and

WHEREAS, there have been occurrences which were not ascertained at the time of the preparation of the budget for the 1996-97 fiscal year and which require a change in the City's financial planning, and

WHEREAS, there has occurred a pressing necessity which was not foreseen at the time of the preparation of the budget and which requires prompt action.

NOW, THEREFORE, BE IT RESOLVED by the Lebanon City Council that the budget appropriations shown below are hereby approved.

GENERAL FUND

	<u>Current</u>	<u>Supplemental</u>
Administration & Economic Development	166,501	166,501
City Attorney	25,256	25,256
Engineering	34,516	34,516
Parks	288,849	288,849
Finance	84,539	85,539
Legislative	11,073	11,073
Library	230,276	230,276
Municipal Court	210,822	210,822
Police	1,835,005	1,835,005
Senior Services	151,078	151,078
Non-Departmental	<u>895,383</u>	<u>995,383</u> ¹
 SUBTOTAL GENERAL FUND	 \$3,933,298	 \$4,033,298

¹Includes \$50,000 unappropriated fund balance not appropriated

DEBT SERVICE FUND

	<u>Current</u>	<u>Supplemental</u>
1975 G.O. Bonds	10,000	10,000
Defeased Bonds	452,715	452,715
Airport Area SPWF Loan	368,000	368,000
Water Bonds	<u>655,783</u>	<u>655,783</u> ²
 DEBT FUND TOTAL	 \$1,486,498	 \$1,486,498

ENTERPRISE FUND

Water	2,717,100	2,717,100 ³
Water Capital Improvement	1,525,608	1,525,608 ⁴
Waterline Replacement	469,397	469,397
Wastewater	2,110,000	2,110,000 ⁵
Wastewater Capital Improvement	3,331,258	3,331,258 ⁶
Railroad	<u>2,900</u>	<u>2,900</u>
 ENTERPRISE FUND TOTAL	 \$10,156,263	 \$10,156,263

INTERGOVERNMENTAL FUND

ADA Requirements	227,500	227,500
Motel Tax	9,050	9,050
Santiam Travel Station	299,000	299,000
OTSC Grant	300	300
Building Inspection	194,000	194,000
Special Events Sign	4,500	4,500
Park Enterprise	31,950	31,950
Century Park	20,000	20,000
Parks Grant	200	200

²Includes \$344,672 unappropriated fund balance not appropriated

³Includes \$280,000 unappropriated fund balance not appropriated

⁴Includes \$265,500 unappropriated fund balance not appropriated

⁵Includes \$216,668 unappropriated fund balance not appropriated

⁶Includes \$686,675 unappropriated fund balance not appropriated

INTERGOVERNMENTAL FUND (Continued...)

	<u>Current</u>	<u>Supplemental</u>
Government Information Services	335,350	335,350
Cheadle Lake Grant	3,000	3,000
U.S. Forest Service Grant	20,000	20,000
Farm Home	350,000	350,000
SPWF Grant & Loan	680,000	680,000
Foot & Bike	191,000	191,000
Engineering Improvements Permits	52,400	52,400
Streets	677,300	677,300
Storm Drainage	63,645	63,645
911 Taxes	34,000	34,000
Civil Forfeitures	20,500	20,500
Oregon Comm Policing Grant	58,753	58,753
Federal Comm Policing Grant	58,753	58,753
Dial-A-Bus	55,383	55,383
STP Streets	174,000	174,000
83/84 Housing Rehabilitation	51,700	51,700
85/86 Housing Rehabilitation - Unrestricted	41,000	41,000
Gills Landing	5,529	5,529
93 Housing Rehabilitation	40,100	40,100
96 Housing Rehabilitation	<u>350,000</u>	<u>350,000</u>
 INTERGOVERNMENTAL FUND TOTAL	 \$4,048,913	 \$4,048,913

SPECIAL ASSESSMENT FUND

Bancroft Bond Summary	14,100	14,100	7
Walker Road LID	1,225	1,225	
SCIP LID	124,000	124,000	8
Oak Street LID	49,500	49,500	9
East Grant Street LID	1,100	1,100	
Public Improvements	<u>4,000</u>	<u>4,000</u>	
 SPECIAL ASSESSMENT FUND TOTAL	 \$193,925	 \$193,925	

⁷Includes \$8,600 unappropriated fund balance not appropriated

⁸Includes \$110,867 unappropriated fund balance not appropriated

⁹Includes \$36,505 unappropriated fund balance not appropriated

CAPITAL IMPROVEMENTS FUND

	<u>Current</u>	<u>Supplemental</u>
Equipment Acquisition & Replacement	566,459	566,459
Historic Resource Commission Trust	4,900	4,900
Pioneer Cemetery	5,915	5,915 ¹⁰
DARE Trust	17,500	17,500
Police Trust	1,100	1,100
Library Trust	14,450	14,450
Library/Sr. Center Building	11,000	11,000
Senior Services Trust	65,930	65,930
Streets Capital Improvement Projects	231,077	231,077
Streets Capital Improvement (Restricted)	184,325	184,325
Direct Costs	787,038	787,038
Drainage SDC	11,200	11,200
Drainage SDC (Restricted)	101,050	101,050
Drainage SDC Improvements	7,300	7,300
Parks SDC	15,500	15,500
Parks SDC (Restricted)	26,000	26,000
Parks SDC Improvements	37,000	37,000
Sewer SDC	405,800	405,800
Sewer SDC (Restricted)	90,000	90,000
Sewer SDC Improvements	40,700	40,700
Sewer SDC Reimbursement	1,150	1,150
Streets SDC	18,800	18,800
Streets SDC (Restricted)	86,000	86,000
Streets SDC Improvements	59,000	59,000
Water SDC	2,600	2,600
Water SDC (Restricted)	51,000	51,000
Water SDC Improvements	57,000	57,000
Water SDC Reimbursement	<u>1,400</u>	<u>1,400</u>
CAPITAL IMPROVEMENTS TOTAL	\$2,901,194	\$2,901,194

TRUST AND AGENCY FUND

Bail & Trust	<u>113,500</u>	<u>113,500</u>
TRUST AND AGENCY FUND	\$113,500	\$113,500
CITY BUDGET TOTAL	<u>\$22,833,591</u>	<u>\$22,933,591</u>

¹⁰Includes \$3,058 unappropriated fund balance not appropriated

Adopted and appropriated by the Lebanon City Council by a vote of ___ for and ___ against on
this 25th day of September, 1996.

Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Recorder

AGENDA ITEM 6



CITY OF LEBANON

MEMORANDUM

TO: Joseph Windell
City Administrator

DATE: September 19, 1996

FROM: James P. Ruef
Director of Public Works *JPR*

SUBJECT: Property Transfer From Linn County

For the past several years, the City of Lebanon has cooperated with Linn County to divest them of certain small plots of foreclosed land. In each case the plots lie adjacent to City of Lebanon right-of-way or real property. We currently have been offered two such plots by Linn County. Both lie adjacent to the tax lot the City of Lebanon owns on West Oak Street. The City of Lebanon originally gave these plots of land to the adjacent property owners to serve as a buffer for a new maintenance shop the City hoped to build on the site. It is not clear why the owners no longer want the property.

I feel it would serve the public's interests for the City of Lebanon to accept these parcels from Linn county. There is a resolution attached for City Council consideration.



CITY OF LEBANON

MEMORANDUM

TO: TOM MCHILL, CITY ATTORNEY

DATE: SEPTEMBER 10, 1996

FROM: *Brian*
BRIAN HALL, MAINTENANCE DIVISION MANAGER

SUBJECT: RESOLUTION FOR PROPERTY TRANSFER FROM LINN COUNTY

Linn County has offered to sell the City, two small parcels of property adjacent to the 6 acres we own north of the airport. They would charge us \$10 per parcel plus recording and advertising fees. This is the same offer they made last year on other parcels we purchased in the same area.

The county needs the city to accept this offer by lawful authority. Attached is copy of last years resolution with the tax lot information changed to reflect this latest offer. If you could approve this and return it I will see it gets on the appropriate council agenda. Thank you.

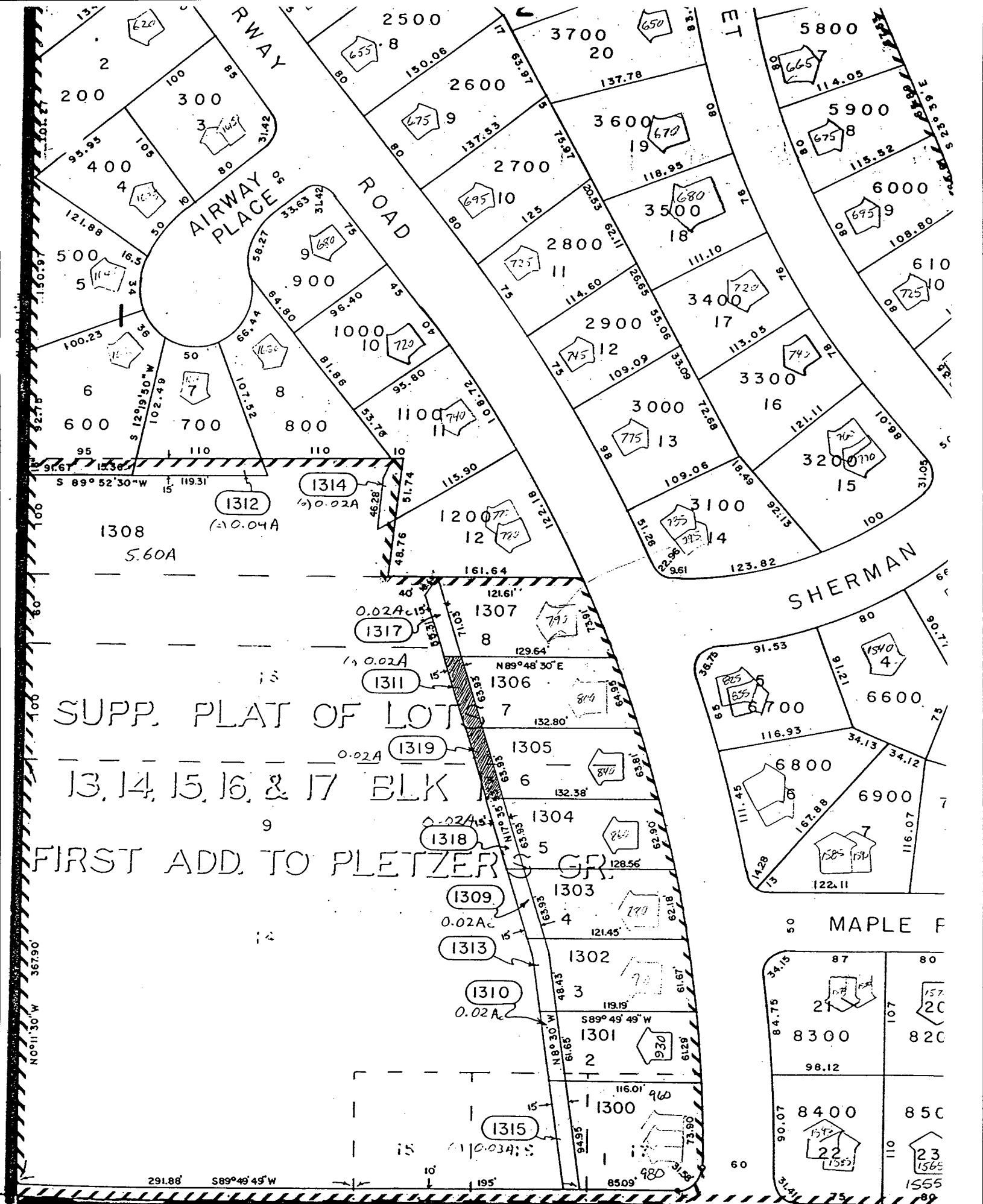
9/11/96

Brian

Form look ok

to me - Thanks!

Tom



SUPP. PLAT OF LOT
13, 14, 15, 16, & 17 BLK

FIRST ADD. TO PLETZER'S GR.

OAK

STREET

A RESOLUTION ACCEPTING CERTAIN)
PROPERTIES OWNED BY LINN COUNTY)
WITHIN THE CITY OF LEBANON)

RESOLUTION NO. _____

WHEREAS, the Linn County Board of Commissioners has reached a decision that certain properties acquired due to tax foreclosure within the City of Lebanon, are not needed by the county for public use; and

WHEREAS, Linn County has offered these same properties to the City of Lebanon for public use; and

WHEREAS, the governing body of the City of Lebanon deems it expedient and for the best interests of the City of Lebanon to acquire ownership of these properties; and

WHEREAS, these properties need to be accepted by lawful authority;

NOW THEREFORE, be it resolved by the City of Lebanon as follows:

The governing body of the City of Lebanon hereby determines that it is expedient, and for the best interests of the city to accept the following listed properties from Linn County for the purposes listed.

MAP & TAX LOT	ACCT. #	PLANNED USE
12-02W-09DA, TL 1311	724910	Addition to adjacent city owned property
12-02W-09DA, TL 1319	728135	Addition to adjacent city owned property

Mayor

ATTESTED:

City Recorder

AGENDA ITEM 7



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell, City Administrator

DATE: September 19, 1996

FROM: Walter Richmond, Chief of Police *WR*

SUBJECT: TRUCK PARKING

At the September 11, 1996 City Council meeting, the council gave direction to "look at" a truck parking bay on West Oak Street. The information on the parking bay is attached. I have also re-included the two ordinances from the September 11, 1996 meeting. This should provide the council with a variety of options relative to the truck parking issue.

ref
Attachments



CITY OF LEBANON

MEMORANDUM

TO: Walt Richmond, Police Chief

DATE: September 20, 1996

FROM: Jim Clark, Engineering Services Division Manager

SUBJECT: Proposed West Oak Street Truck Parking Bay

Engineering staff has been asked to develop a conceptual design and preliminary cost estimate for a truck parking bay along the city owned property on the north side of West Oak Street near the Lebanon airport. This memo provides that information.

From the design standpoint, a truck parking bay at the proposed location is feasible. On the north side of Oak Street, the remaining 10-foot space between curb and right-of-way would need to be used to provide adequate width (see attached cross section). Additional right-of-way would be needed for future sidewalks.

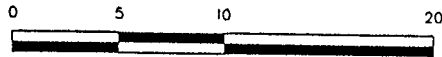
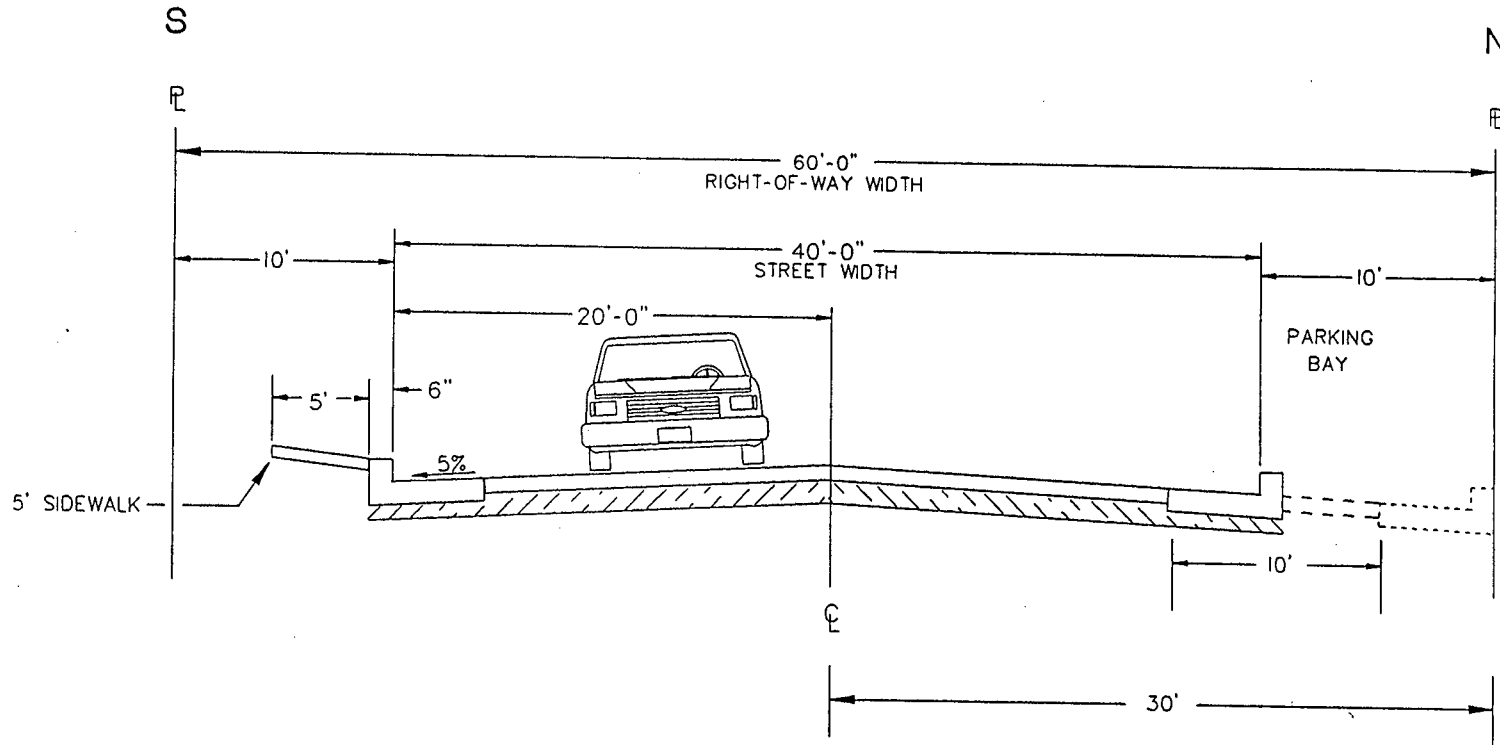
If the truck parking bay is limited to the city property frontage, the total bay length would be about 450 feet (allowing for access into the property), accommodate about 4 trucks and would cost approximately \$90,000. This would seem to be the minimum truck bay size. Our plan and cost estimate are attached.

We also looked at a maximum bay length of 1,400 feet between the West City Limits and Airway Road (drawing attached). Such a bay would accommodate up to about 14 trucks. Our cost estimate (also attached) for this 1,400 foot bay is approximately \$275,000. Two major reasons for this high cost are a point truck loading section design and the reworking of the existing storm drainage, including catch basins, on the north side.

Due to the large impact on limited street funding, any proposal for a truck parking bay should be evaluated by the CIP committee to assure its proper priority in Lebanon's overall street program. For the truck bay, staff would also pursue additional funding from Linn County and ODOT.



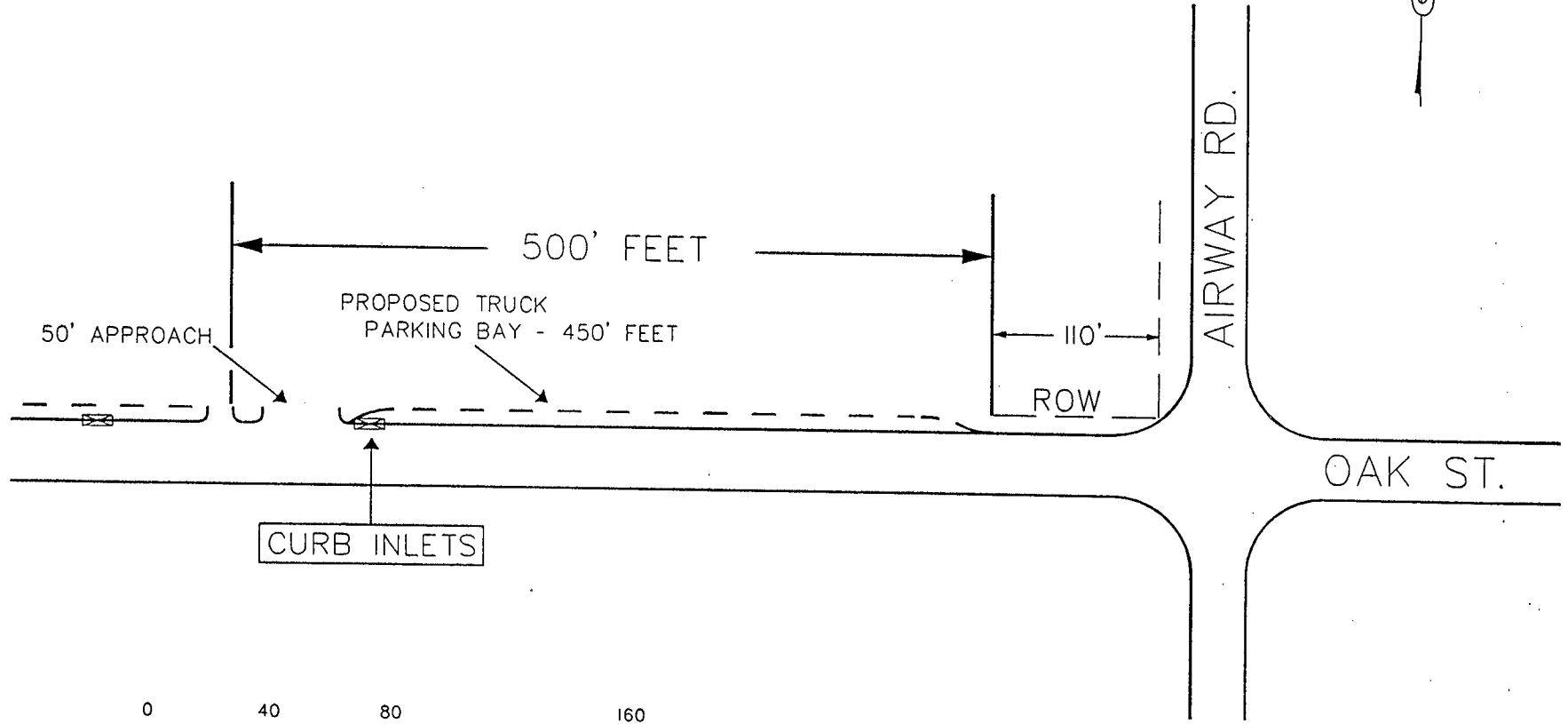
CITY OF LEBANON PROPOSED OAK ST. TRUCK PARKING BAY



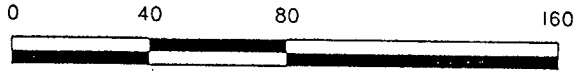
FILE: TRKPRK
DRAWN BY: JK



CITY OF LEBANON PROPOSED OAK ST. TRUCK PARKING BAY



4



FILE: TRKPRK2
DRAWN BY: JK

City of Lebanon Program Estimate

Limits: Truck Parking Bay

Road/Street: W. Oak Street

Length: 450 Feet

Prepared By: Charles L. Eaton

Date: September 18, 1995

Base	10
Surfacing	12
Roadway	14
Overall	12

Funding			
	Amount	%	Fund
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____

Cost Estimate

Mobilization	(8%)
Temporary Protection & Direction of Traffic	(2%)

Roadway

	Cost	Width	Length		
Grading	\$82 x	14 x	4.5 =	\$5,192	
Surfacing	\$369 x	12 x	4.5 =	\$19,919	
0				\$0	
0				\$0	
				<u>\$0</u>	
				Subtotal	\$25,111

\$27,663

Improvements

	Cost	Length		
Curbs	\$782 x	5.00 =	\$3,911	
Sidewalks & Driveways	\$0 x	0.16 =	\$0	
Storm Drainage	\$4,718 x	4.50 =	\$21,230	
Other Drainage			\$0	
Water System	\$0 x	0.00 =	\$0	
Sanitary Sewer	\$0 x	0.00 =	\$0	
0			\$0	
0			\$0	
0			\$0	

\$4,309

\$0

\$23,387

\$0

\$0

\$0

\$0

\$0

\$0

Structures (Bridges, Box Culverts, Walls, Etc.)

\$0

\$0

Signals & Illumination

\$0

\$0

0

\$0

\$0

0

\$0

\$0

0

\$0

\$0

Subtotal

\$55,358

Additional cost for multiple units

\$0

Contract Contingencies

(10.00%)

\$5,536

Engineering & Administration

(19.39%)

\$11,808

R/W and Easement Costs

\$0

Current Program Estimate

\$72,702

Projected Program Estimate

\$90,151

Surfacing Data

Existing Surface Design

	Thickness/Material
Surfacing:	3 _____
Base:	9 _____
Subbase:	NA _____

Proposed Surface Design

	Thickness/Material
Surfacing:	10 Concrete
Base 1:	2 Agg.
Base 2:	0 NA
Subbase:	12 Agg
Total	24

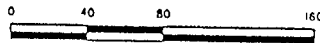
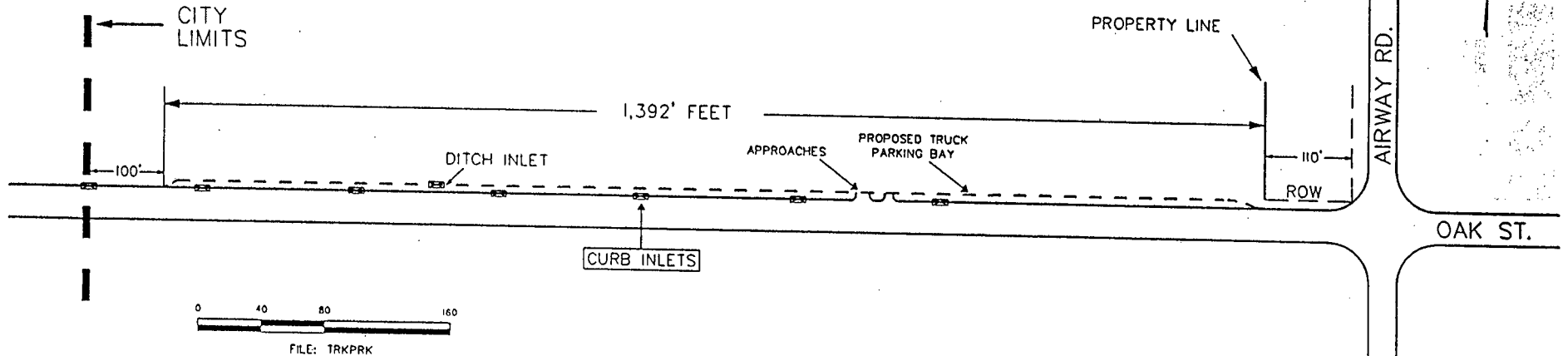
Reference Data/Notes

Reference # 1991 (1/92)
Program Year 1997

- * Major roadwork construction items such as geotextile fabric, pavement removal, guardrail, etc.
- ** Major additional costs for improvements such as geotextile fabric, pavement restoration, etc.
- *** Major miscellaneous costs such as fencing, landscaping, etc.



CITY OF LEBANON
PROPOSED OAK ST.
TRUCK PARKING BAY



FILE: TRKPRK
DRAWN BY: JK

City of Lebanon Program Estimate

Limits: Truck Parking Bay

Road/Street: W. Oak Street

Length: 1400 Feet

Prepared By: Charles L. Eaton

Date: September 18, 1995

Base	10
Surfacing	12
Roadway	14
Overall	12

Funding			
	Amount	%	Fund
1			
2			
3			
4			
5			

Cost Estimate

Mobilization	(8%)
Temporary Protection & Direction of Traffic	(2%)

Roadway

	Cost	Width	Length	
Grading	\$82 x	14 x	14.0 =	\$16,154
Surfacing	\$369 x	12 x	14.0 =	\$61,970
0				\$0
0				\$0
Subtotal				\$78,124

\$86,061

Improvements

	Cost	Length	
Curbs	\$782 x	14.00 =	\$10,952
Shoulders & Driveways	\$0 x	0.24 =	\$0
Storm Drainage	\$4,718 x	14.00 =	\$66,049
Other Drainage			\$0
Water System	\$0 x	0.00 =	\$0
Sanitary Sewer	\$0 x	0.00 =	\$0
0			\$0
0			\$0
0			\$0

\$12,064

\$0

\$72,760

\$0

\$0

\$0

\$0

\$0

\$0

Structures (Bridges, Box Culverts, Walls, Etc.)

\$0

\$0

Signals & Illumination

\$0

\$0

0

\$0

\$0

0

\$0

\$0

0

\$0

\$0

Subtotal

\$170,885

Additional cost for multiple units

\$0

Contract Contingencies

(10.00%)

\$17,089

Engineering & Administration

(18.12%)

\$34,061

R/W and Easement Costs

\$0

Current Program Estimate

\$222,035

Projected Program Estimate

\$275,324

Surfacing Data

Existing Surface Design

	Thickness/Material
Surfacing:	3
Base:	9
Subbase:	NA

Proposed Surface Design

	Thickness/Material
Surfacing:	10 Concrete
Base 1:	2 Agg.
Base 2:	0 NA
Subbase:	12 Agg.
Total	24

Reference Data/Notes

Reference # 1991 (1/92)

Program Year 1997

* Major roadwork construction items such as geotextile fabric, pavement removal, guardrail, etc.

** Major additional costs for improvements such as geotextile fabric, pavement restoration, etc.

*** Major miscellaneous costs such as fencing, landscaping, etc.



LEBANON FIRE DISTRICT

FIRE - AMBULANCE

1050 WEST OAK STREET
LEBANON, OREGON 97355

(503) 451-1901
(503) 451-1902
FAX: 451-4312

March 30, 1995

Doug Parker, City Planner
City of Lebanon
925 Main Street
Lebanon, OR 97355

Dear Doug:

For some time now, truck trailers have been dropped off on Oak Street, near the fire station, while the tractor goes off to do other things. Until recently, it was a very sporadic practice and transient at best. Now, however, we are seeing multiple trailers dropped off, and hardly a day goes by that there isn't at least one trailer parked.

These trailers concern us for several reasons. First, they narrow the road for our vehicles when responding to emergencies. This is particularly true when vehicles are parked on the opposite side of the street. Second, when multiple trailers are parked, it does not allow traffic to move over in a timely manner. Third, when exiting the station, it limits our visibility to westbound traffic. Fourth, it tends to obstruct pedestrian traffic preparing to cross from the south to the north side of Oak Street.

We would hope that some form of a compromise is available to address our concerns, as well as the need for trailer parking. We are willing and anxious to work with the city in any way that we can in order to work this out.

Thank you in advance for your cooperation and attention to this issue.

Sincerely,

Perry S. Palmer
Assistant Fire Chief
Lebanon Fire District



Tears do not put out fires!



FIRE - AMBULANCE
1050 WEST OAK STREET
LEBANON, OREGON 97355

(503) 451-1901
(503) 451-1902
FAX: 451-4312

July 19, 1996

Chief Walt Richmond
40 E. Maple Street
Lebanon, OR 97355

Dear Walt:

This letter is a follow-up to a letter sent to Doug Parker last year regarding trucks and truck trailers parking on west Oak Street.

That letter outlined some of the District's concerns with trucks and truck trailers parking near the station on west Oak. This is still a concern and a problem in our responses. Additionally, since the last letter was submitted, we have experienced other problems caused by trucks and trailers further east on Oak, between 9th and 3rd Streets. The most notable is in front of Circle K, when trucks are parked on both sides of the street. This severely restricts traffic in both directions. When this situation is present and we must respond through that area, we essentially have three trucks abreast plus whatever other traffic there might be going through.

I understand that Oak Street is a truck route and the truckers don't have a whole lot of options. I would like to suggest a couple of possible solutions.

- A. Truck parking be limited to the north side of the street.
- B. Unattended, unattached trailers be parked in a lot that would be developed for this purpose on Oak west of Airway on the north side of the street.
- C. An alternative to B is trailers could only be parked on the north side of the street west of Airway.
- D. Truck and trailer parking be banned between Airway and 9th Streets.

I know there can be a reasonable compromise to his situation. We would be very willing to sit down with you and whoever else needs to be involved to work on this issue.

I look forward to hearing from you on this.

Sincerely,

LEBANON FIRE DISTRICT

Perry Palmer

Perry Palmer
Assistant Fire Chief

Tears do not put out fires!



First Assembly of God

GARLAND E. ROGERS
SENIOR PASTOR

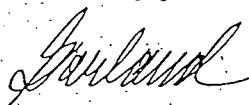
Lebanon City Council
City of Lebanon
925 Main Street
Lebanon, OR 97355

Dear Council Members:

There is a problem that has been occurring over the past six to nine months that concerns the leadership of our church greatly. Many Sunday mornings each month there are one or more large trucks parked on the south side of Oak Street in front of our church. More than once these large trucks, which sandwich our main entrance on and off Oak Street, have nearly caused accidents by virtue of blocking the vision of our church members. If both of these large trucks are parked there the drivers of cars leaving our parking lot have to pull out so far to see past the trucks in both directions that the nose of their car is already out in traffic. We have had several very close calls caused by these trucks. There is ample parking three or four blocks west of our church on the south side of Oak Street for these trucks where they would not be blocking any homes, businesses or churches.

Therefore, this is a formal request that the south side of Oak Street between Seventh and Ninth Streets be by ordinance or order of the Police Department off limits to truck parking during our regular service times. These regular service times would be Wednesday evenings between 5:30 PM and 9:00 PM and Sundays between 8:00 AM and 9:00 PM. Please pass this on to the powers that be to have this considered. Thank you.

Sincerely yours for safety,



Garland E. Rogers
Senior Pastor

CC: Bob Smith, Mayor
Walt Richmond, Police Chief

7TH & WEST OAK STREETS

P.O. Box 579

LEBANON, OREGON 97355

TEL: 503-259-1265

FAX: 503-259-1266

A BILL FOR AN ORDINANCE RESTRICTING)
TRUCK PARKING ON OAK STREET BETWEEN)
SEVENTH STREET AND THE WEST CITY)
LIMITS AND DECLARING AN EMERGENCY.)

ORDINANCE BILL NO. _____
For 1996
ORDINANCE NO. _____

The people of the City of Lebanon do ordain as follows:

Section 1. Section 10.24.130 is hereby amended to read as follows:

10.24.130 Trucks parking restrictions.

No person shall park a truck described in Section 10.32.020 on a street other than a street designated in Chapter 10.32 of this code as a truck route; except that truck parking is prohibited on Oak Street between Seventh Street and the west city limits.

Section 2. Inasmuch as the provisions of this ordinance are necessary for the immediate preservation of the peace, health, and safety of the people of the City of Lebanon, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect immediately upon its passage by the Council and approval by the Mayor.

Passed by the Council of the City of Lebanon by a vote of _____ for and _____ against, and approved by the Mayor this 11th day of September, 1996.

Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Recorder

A BILL FOR AN ORDINANCE RESTRICTING)
TRUCK PARKING ON OAK STREET BETWEEN)
~~SEVENTH~~^{2ND} STREET AND THE WEST CITY)
LIMITS AND DECLARING AN EMERGENCY.)

ORDINANCE BILL NO. _____
For 1996
ORDINANCE NO. _____

The people of the City of Lebanon do ordain as follows:

Section 1. Section 10.24.130 is hereby amended to read as follows:

10.24.130 Trucks parking restrictions.

No person shall park a truck described in Section 10.32.020 on a street other than a street designated in Chapter 10.32 of this code as a truck route; except truck parking is allowed on West Oak Street from ~~Main~~^{2nd} Street to the west city limits for 10 minutes only. ~~Parking will be allowed on West Oak Street, in the area 100 feet west of Airway Road on the north side of West Oak Street to the west city limits.~~

Section 2. Inasmuch as the provisions of this ordinance are necessary for the immediate preservation of the peace, health, and safety of the people of the City of Lebanon, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect immediately upon its passage by the Council and approval by the Mayor.

Passed by the Council of the City of Lebanon by a vote of _____ for and _____ against, and approved by the Mayor this 25th day of September, 1996.

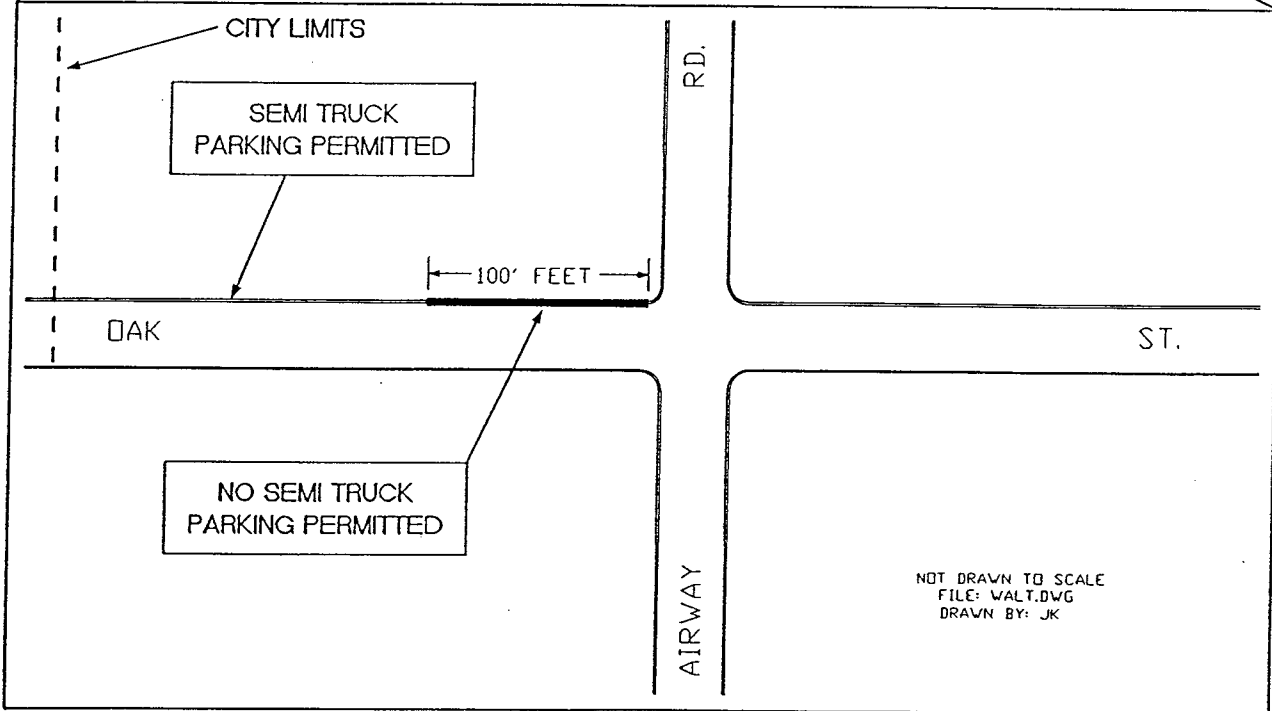
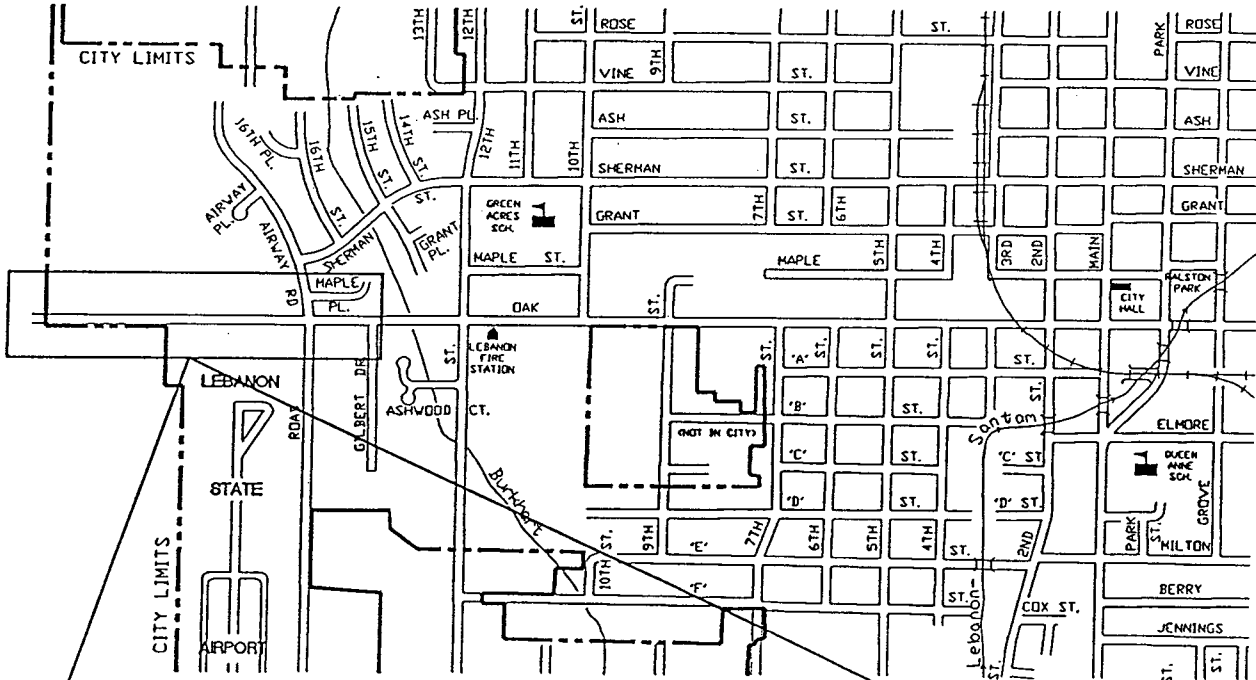
Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Recorder



CITY OF LEBANON



AGENDA ITEM 8



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell, City Administrator

DATE: September 19, 1996

FROM: Walter Richmond, Chief of Police *WR*

SUBJECT: EXPENDITURE OF TRANSFER FUNDS

The Police Department budget for 1995-96 had approximately \$15,000 unspent appropriations. We would like to spend those funds in the current year for some needs unfunded in the original 1996-97 budget. For this expenditure, a transfer resolution must be approved by council. The \$15,000 transfer will be spent as follows:

BUILDING REMODEL	\$5,200
VEHICLE EQUIPMENT AND PAINTING	\$4,000
VEHICLE PURCHASE	\$5,800

The building remodel will convert one-half of our garage into office space. The equipment will be placed in the community policing vehicle that has been donated by the Fire District. The vehicle will replace our unmarked detective vehicle.

ref

A RESOLUTION AUTHORIZING
CERTAIN INTRA-FUND TRANSFERS
IN THE 1996-97 BUDGET

)
)
)

RESOLUTION NO. _____
FOR 1996

WHEREAS, ORS 294.450 authorizes fund transfers with the official action of the governing body, therefore

BE IT RESOLVED that the Council of the City of Lebanon herein authorizes those transfers as specified by fund, activity, and amount in the attached "Exhibit A" made a part thereof.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this _____ day of September, 1996.

Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Recorder

EXHIBIT "A"

GENERAL FUND - POLICE DEPARTMENT:	USE	SOURCE
10-180-72300	5,200	
10-180-72600	4,000	
10-180-72800	<u>5,800</u>	
TOTAL GENERAL FUND USE:	15,000	
 GENERAL FUND - NON DEPARTMENTAL:		
10-195-80005	Contingencies	<u>15,000</u>
TOTAL GENERAL FUND SOURCE:		15,000

Justification:

To purchase a new vehicle, upgrade a donated vehicle and add two new offices.

AGENDA ITEM 9



CITY OF LEBANON

MEMORANDUM

TO: Joseph Windell
City Administrator

DATE: September 19, 1996

FROM: James P. Ruef
Director of Public Works *JPR*

SUBJECT: Sidewalk Construction Project Bid Results

We have received two bids for the construction of sidewalks for the City of Lebanon. The sidewalks are shown on the attached map and consist of those locations that the City Council felt were a high priority for sidewalk construction. The property owner at each of these locations did not install a sidewalk as requested by the City. City Council has now directed staff to have the sidewalks installed and a lien placed on the adjacent property to reimburse the City for the expense. Also included with this bid is the installation of concrete pads under and around the new bleachers at Weldwood Park. The funds for this work is included in the current Parks Budget.

The two bids were both higher than expected. Staff feels that we would probably receive lower bids if we rebid the project later this winter. I recommend that City Council reject all bids and re-advertise for bids when the current construction load slackens.



CITY OF LEBANON

MEMORANDUM

TO: James Ruef, Director of Public Works

DATE: September 18, 1996

FROM: 
Charles L. Eaton, Senior Engineer

SUBJECT: High Priority Sidewalks Phase III & IV/Weldwood Park
Project No. 95755, 95756 & 95721
Bid Tabulation

These projects are part of the five-phase High Priority Sidewalk Program started in 1991.

Sidewalks were identified by committee and approved by council. Property owners were given at least one year to install sidewalks on their own. Council directed staff to proceed with the installation of sidewalks for Phase III in July 1994 and for Phase IV in July 1995.

The work to be constructed under this contract consists of construction of sidewalks, driveways, curbs and gutters, sidewalk ramps and performance of such additional and incidental work as called for by the plans and specifications.

Two bids were received on this project:

Wildish Construction	\$130,998.00
2G Construction	\$155,612.44

Evaluation of the bids resulted in the discovery of an error in the math of 2G Construction's bid resulting in a reduction of their base bid by \$3.18 but did not change the outcome of the bid results; all other submittals were in order.

The engineering estimate for this work is \$79,600. The construction authorization required is \$157,198.00 and additional funds are available through the State Foot & Bike Path funds; however, I do not recommend award of this project. A late bid was received from Gelco Construction for approximately \$81,000; therefore, it is in the public interest to reject all bids and readvertise with Phase V in 1997.

CS

Attachment

2

cc: Jim Clark, Engineering Division Manager
Tom McHill, City Attorney

VEER'S ESTIMATE

UNIT COST	TOTAL COST
--------------	---------------

831.47	\$7,831.47
090.25	\$2,090.25
\$16.00	\$1,200.00
\$20.00	\$5,040.00
\$25.00	\$9,875.00
\$30.00	\$43,560.00
\$50.00	\$6,250.00
100.00	\$200.00
100.00	\$200.00
300.00	\$600.00
\$50.00	\$2,750.00

TOTAL \$79,596.72

WILDISH CONSTRUCTION

UNIT COST	TOTAL COST
--------------	---------------

\$10,000.00	\$10,000.00
\$10,000.00	\$10,000.00
\$60.00	\$4,500.00
\$46.00	\$11,592.00
\$60.00	\$23,700.00
\$44.00	\$63,888.00
\$50.00	\$6,250.00
\$180.00	\$360.00
\$54.00	\$108.00
\$190.00	\$380.00
\$4.00	\$220.00

TOTAL \$130,998.00

2G CONSTRUCTION

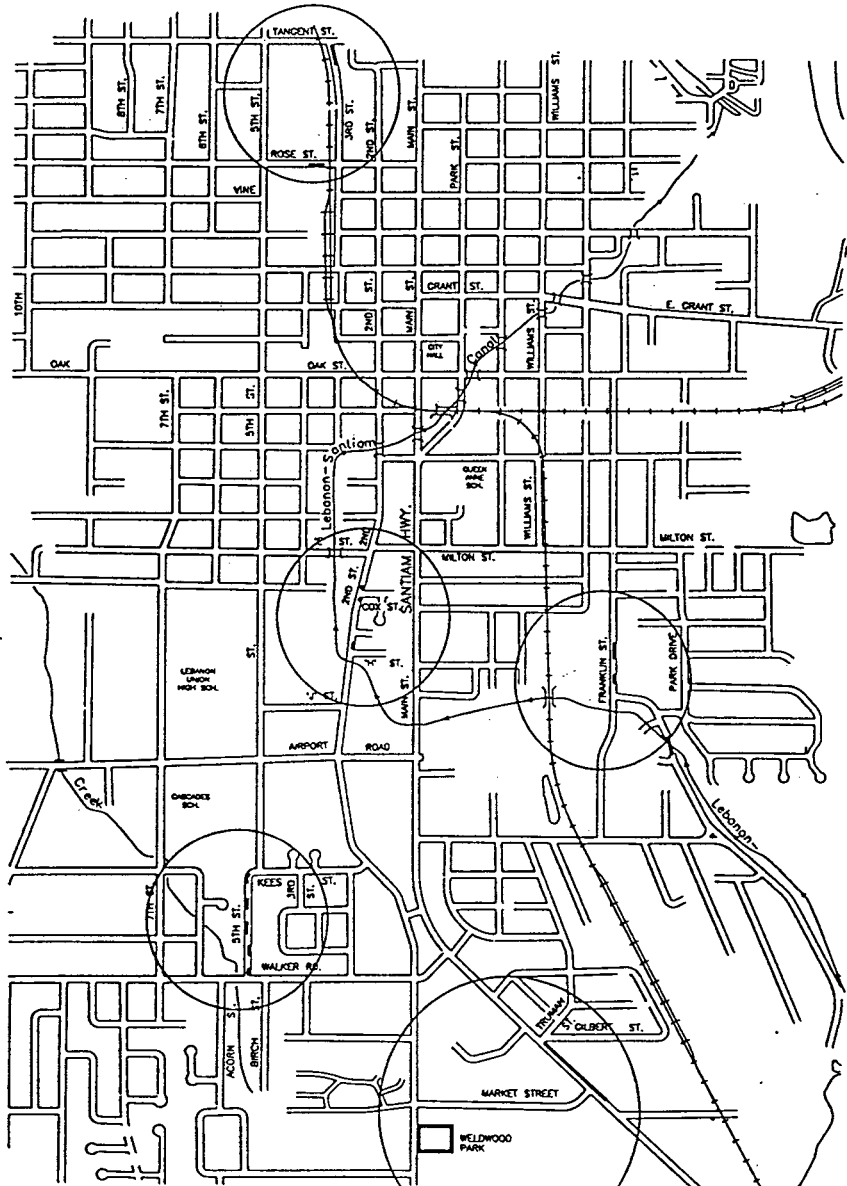
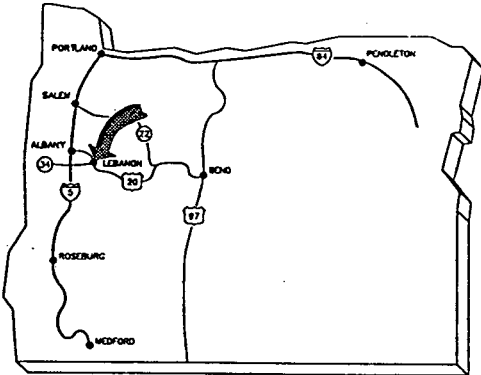
UNIT COST	TOTAL COST
--------------	---------------

\$14,000.00	\$14,000.00
\$6,808.00	\$6,808.00
\$96.29	\$7,221.75
\$31.00	\$7,812.00
\$65.65	\$25,931.75
\$57.74	\$83,838.48
\$64.94	\$8,117.50
\$204.00	\$408.00
\$204.00	\$408.00
\$332.18	\$664.36
\$7.32	\$402.60

TOTAL \$155,612.44

CITY OF LEBANON
 PUBLIC WORKS DEPARTMENT
 PLANS FOR PROPOSED PROJECT
**HIGH PRIORITY SIDEWALK
 PHASES III and IV**

LINN COUNTY
 AUGUST 1996



T. 12 S., R. 2 W., W.M.

INDEX OF SHEETS	
SHEET NO.	DESCRIPTION
A	Title Sheet
1-2	Location Details
3-7	Sidewalk Const. Locations

PROJECT NO. 95755 & 95756

PLANS PREPARED BY
 CITY OF LEBANON
 APPROVED BY



Handwritten signature and date: CL E 8/2/92

SENIOR ENGINEER

NOTES:

- 1) ALL SAW CUTS ARE INCIDENTAL TO THE CONTRACT.
- 2) ADJUSTMENT OF WATER METER BOXES AND OTHER MINOR STRUCTURES SHALL BE INCIDENTAL TO THIS CONTRACT.
- 3) ACCESS RAMPS SHALL BE CONSTRUCTED ON ALL CORNERS, UNLESS OTHERWISE NOTED.

AGENDA ITEM 10



CITY OF LEBANON

MEMORANDUM

TO: JAMES P. RUEF, DIRECTOR OF PUBLIC WORKS DATE: OCTOBER 3, 1996

FROM: *Brian*
BRIAN R. HALL, MAINTENANCE DIVISION MANAGER

SUBJECT: CREATION OF A PARK COMMITTEE/TREE BOARD

A little over a year ago we started discussing the creation of a regular park committee to work with us in finishing the park master plan. About the same time we spoke about what it would take to become a Tree City U.S.A. Part of the requirement for becoming a tree city is to have a committee or board to direct some of the policy creation of the city with regard to trees. We felt that both of these needs were closely related and could be accomplished with one committee.

With the attached resolution that Mr. McHill has prepared we are ready to create this committees. The resolution outlines the specific duties of the committee, with their two priority functions being the review and completion of the parks master plan and helping to coordinate the activities of volunteer groups who are interested in park improvement projects. As you are aware we are nearing completion of the Century Park project by volunteers and another project has been proposed by another group of volunteers for J.C. Park.

The committee will be an 8 member advisory committee. One member each representing the Boys and Girls Club, the Chamber of Commerce, a member of the community representing those physically challenged, a member of the City Council and 4 member serving the community at large.

Committee members will be appointed by the Mayor and serve a 4 year term with the exception of some of the original members. The resolution includes rotation of two committee positions each year to maintain continuity. This does not mean however, that an interested person could not serve more than one term.

Those who have expressed interest so far are Pat Fahey, representing the Chamber of Commerce position and Malia Allen who is interested in serving as a member at large. We can go ahead and ask the City Council to create the committee and then continue the search for the remaining members.

With all the activity in parks lately and a need to plan for the future I think now is an excellent time for the creation of this advisory committee.

A RESOLUTION TO CREATE THE)
LEBANON PARK COMMITTEE/TREE)
BOARD)

Resolution No. _____
For 1996

WHEREAS, the City Council for City of Lebanon recognizes the importance of Parks and Trees to the health, safety and beauty of the City of Lebanon and its citizens; and

WHEREAS, the City Council desires to establish a committee consisting of citizens and elected officials to act in an advisory capacity to perform certain duties to assist the City Council in assessing needs and planning for parks and tree maintenance; and

WHEREAS, the City Council desires to promote the possible recognition for the City of Lebanon as a Tree Day U.S.A. designated city by the National Arbor Day Foundation;

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF LEBANON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. There is hereby established a committee which shall be known as the "Parks Committee/Tree Board." The committee shall be appointed by the Mayor, and shall serve at the pleasure of the City Council. There shall be eight members appointed to the committee, with representation to be made by the following groups: The Lebanon Area Chamber of Commerce, the Lebanon Boys and Girls Club, a representative for citizens who are physically and/or mentally challenged and a member of the City Council. At least five representatives of the committee shall be residents of the City of Lebanon. All members shall be selected at large from citizens of the community interested in serving on the committee.

Section 2. The term of office for members of the committee shall be four years. The initial terms of committee members shall be staggered so that the terms of office for no more than two members shall expire in any one year.

Section 3. Members of the committee shall serve without pay, but may be reimbursed for expenses incurred in the performance of their duties after obtaining preauthorization from the City Administrator or his delegate.

Section 4. The committee shall enact its own rules and procedures, but shall annually select one of its members to act as the chairperson and one member to act as secretary of the committee. The secretary shall maintain minutes of all meetings, and the minutes shall be maintained by the City pursuant to the appropriate Oregon Public Records law. All meetings of the committee shall comply with the Oregon Public Meetings laws as may be required by Oregon law.

Resolution Number _____
for 1996

Section 5. Meetings of the committee shall be held pursuant to the committee's established meeting schedule to take care of the committee's regular business. Regular meetings should not conflict with other regularly held city meetings to allow staff representatives to attend the Park Committee/Tree Board meetings. Special or extra meetings may be requested, with appropriate notice to committee members, when the City Council, the City Administrator or Public Works staff recognize a need for committee advice for special projects or problems.

Section 6. The Park Committee/Tree Board shall have no executive or administrative powers or authority except as provided in this section, and this section shall not be construed as depriving elected or appointed officials of the city of any power they may have under the laws of the state or the charter of the city. The Committee shall be advisory in nature to the City Council, City Administrator and Public Works Staff in matters pertaining to general park policy and policy regarding trees along streets and other public rights-of-way. More specific functions may include, but are not limited to, the following:

- A. Promote parks and the maintenance and preservation of trees in the City of Lebanon.
- B. Review and evaluate for final implementation of the park system draft master plan. The committee shall continue to evaluate progress toward the plan and recommend future changes as needed to keep abreast of current needs and conditions.
- C. Prioritize and help coordinate efforts of volunteer groups wishing to develop park improvements.
- D. Study, investigate and develop a written plan for the care, preservation, pruning, planting, replanting and removal of trees in parks and in public areas which include public rights-of-ways. This plan will be presented to the City Council and upon its acceptance of the plan, the plan shall constitute the "City Tree Plan for the City of Lebanon." This written plan is an important part of obtaining the designation for the city as a Tree City U.S.A.
- E. Promote the annual Tree City U.S.A. designation by the National Arbor Day Foundation.
- F. Prioritize and recommend future parks and tree improvements to be included in the capital improvements program adopted by the City Council. The Committee shall make such recommendations to the Capital Improvements Plan Committee, established by the City Council.

Resolution Number _____
for 1996

G. Review fee schedules for picnic shelter rental, camping fees or other fees pertaining to parks, and make recommended changes as needed.

H. Promote the planting and proper maintenance of trees through special events, including an annual local celebration of Arbor Day.

F. To carry out such other tasks as may be delegated to the committee from time to time by the City Council.

THIS RESOLUTION IS PASSED by the City Council for the City of Lebanon by a vote of _____ for and _____ against this 11th day of September, 1996

Mayor

ATTEST:

City Recorder

AGENDA ITEM 11



CITY OF LEBANON

MEMORANDUM

TO: Jim Ruef, Director of Public Works

DATE: October 3, 1996

FROM: Jim Clark, Engineering Services Division Manager

SUBJECT: No Parking Zone - East Milton Street West of Williams Street

This memo recommends council establish a No Parking Zone on Milton Street.

Background

Staff has received a vision complaint about the St. Martin's Church driveway approach onto East Milton Street. In response, engineering staff investigated the driveway and street for compliance with vision requirements. As a result, we recommend adding a 65-foot and 20-foot no parking zone on the east and west side of the driveway approach, respectively. Adding the recommended 65-foot no parking zone on the east side of the driveway will remove all street parking back to Williams Street.

Recommendation

I recommend council approve the attached resolution establishing the no parking zone on East Milton Street.

C: Brian Hall, Maintenance Services Division Manager



CITY OF LEBANON

MEMORANDUM

TO: Jim Clark
Engineering Division Manager

DATE: October 3, 1996

FROM: Jeff A Kent
Engineering Technician

SUBJECT: Proposed "No Parking" Zone along East Milton Street

At the request by City Councilor John Richard, I investigated the intersection of East Milton Street and Williams Street to determine if cars parked along the north side of Milton St. posed a vision hazard and a safety concern for motorists exiting and entering St. Martin Church.

A recommendation which will increase the safety for motorists and provide improved vision is to eliminate a total of 85' feet of parking along the north side of Milton St.

If you have any questions or concerns regarding the proposed "No Parking" zone please let me know. I have attached the Resolution and a "Site Map" drawing for your review.

A RESOLUTION PROHIBITING STREET)
PARKING ON A PORTION OF EAST)
MILTON STREET)

RESOLUTION NO. _____
for 1996

WHEREAS, the City Engineer has recommended that parking be prohibited on a portion of East Milton Street and,

WHEREAS, such regulation is deemed to be reasonable and necessary for the safe movement of traffic in the City of Lebanon,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

Parking shall be prohibited along the north side of East Milton Street, 65 feet east and 20 feet west of the respective curb returns for St. Martin Church driveway approach.

Suitable signs shall be erected and/or markings painted and such designation shall be part of the traffic regulations of the City of Lebanon.

This Resolution supersedes and replaces conflicting portions of previous Resolutions governing parking at this location.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this _____ day of _____, 1996.

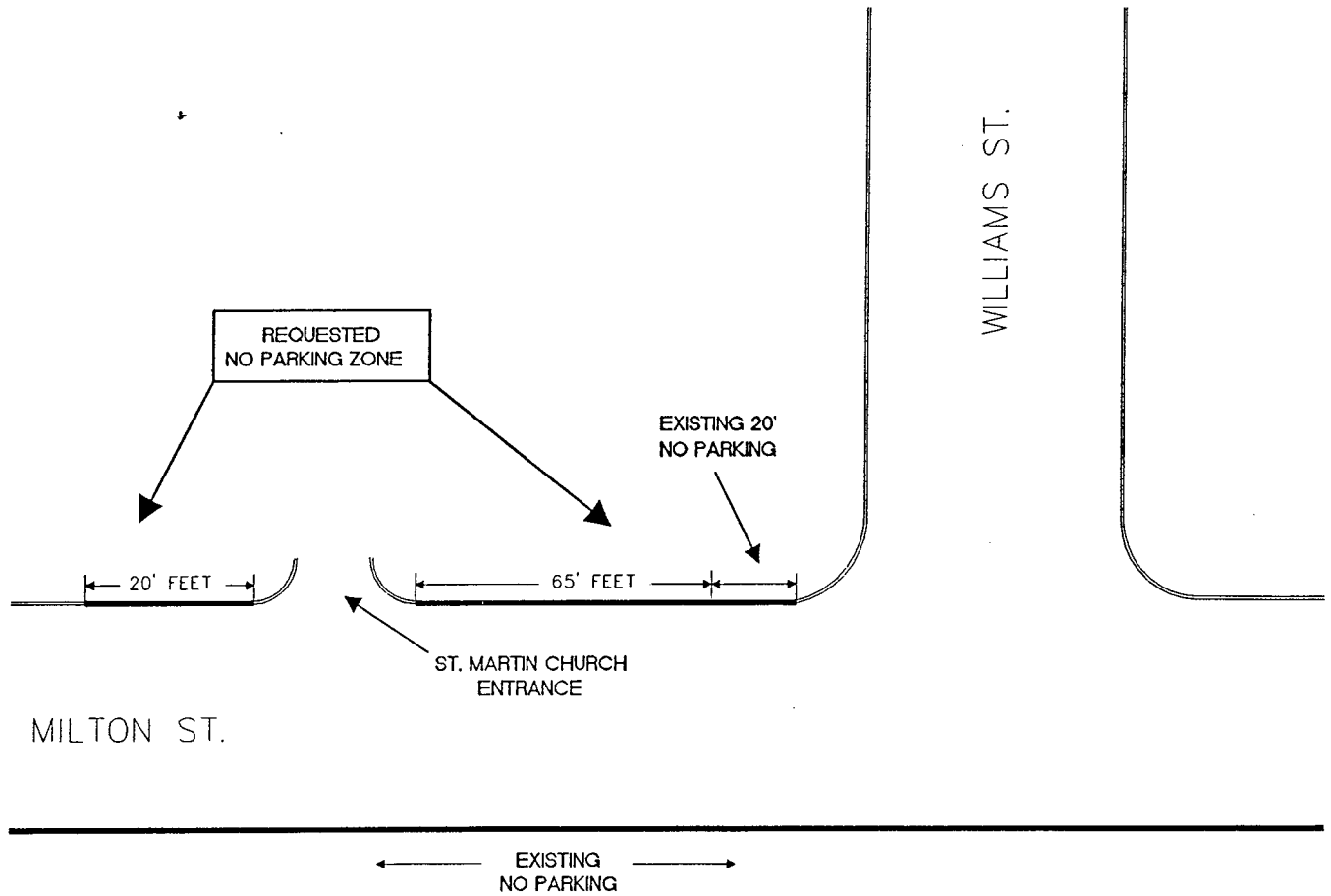
Mayor

ATTEST:

City Administrator



CITY OF LEBANON
PROPOSED "NO PARKING" ZONE
MILTON STREET



*Note: Not drawn to scale
File: MILTNWIL
Drawn by: JK

AGENDA ITEM 12



LEBANON PUBLIC LIBRARY
626 SECOND ST.
LEBANON, OREGON 97355
(541) 451-7461

ADVISORY BOARD MEETING LEBANON PUBLIC LIBRARY July 10, 1996

The Library Advisory Board meeting was called to order by Program Manager Susan Messersmith at 5:32 p.m. Board members present were: Pat Dunn, Lois Rands, Shirley Foulds, Janice Hotrum, Kathleen Blevins, Ash Leppink and Wayne Rieskamp. Unable to attend were Evon Bergstrom and Lebanon Schools Representative Shirley Kilborn.

Elected as the board officers were Kathleen Blevins, Chairperson and Janice Hotrum, Vice Chairperson. Ash Leppink was welcomed as a new board member.

Minutes of the June 12, 1996 meeting were approved as written.

PROGRAM MANAGER'S REPORT:

LIBRARY STATISTICS: The circulation statistic for the 1995-1996 year was 86,113 items, which is a 9% increase over the previous year. Other library statistics made available by the automated system are a patron file listing of 4,983 members and a library collection size of 25,323 items.

AUTOMATION: The up-dated version of the on-line catalog and circulation software was installed June 18. The receipt printers needed to complete the next step in the automation process are on order. These will print out the items and their due dates for patrons as they leave the checkout terminals. The automated system has had its greatest impact on fines collected and the check-in process. We still have glitches to be worked out of the Hold system.

SUMMER READING PROGRAM: The sessions are going well with new families participating on a consistent basis. **Everyone A Winner--READ!**, the program for children ages Kindergarten through 4th grade, has been following an Olympic theme while exploring different games such as juggling, hacky sack, frisbee and basketball as well as participating in games of their own. Also in keeping with the Olympic theme, they have made crafts from other countries of the world. **The Great Zoo Escape**, the program for toddlers through Kindergarten, has been developed around an animal theme. Activities have included the children bringing their own stuffed animals for a teddy bear picnic; visits from Curious George; a live petting zoo for the children, as well as weekly sessions with puppets, songs, stories and crafts all involving animals. The **Bingo Bash** for students grade 5-12 is being well received, as is the response to the **Reading Rainbow Contest**.

FRIENDS OF THE LIBRARY REPORT:

PURCHASES: At a cost of \$864, the Friends will fund the purchase of the two receipt printers needed to complete the automated system. In addition, the Friends voted to absorb \$200 of the cost of the magnets which will be handed out to patron families when they receive their first receipt. They will be encouraged to use the magnets to display the receipts in order to avoid fines.

BOOK SALE: The Friends have scheduled their Book Sale for Saturday, Sept. 7 from 1 p.m.- 4 p.m.; Monday, Sept 9 from 9 a.m.- 6p.m.; and Tuesday, Sept 10 from 9 a.m.-1 p.m.

BUILDING COMMITTEE REPORT: Wayne Rieskamp reported from the July 9th meeting that the Building Committee is now considering 3 sites. These include:

- ▶ **Sherman Street Properties.** General consensus is that this is still the prime site. However, they are still awaiting asking prices from 2 of the property owners. Current information indicates that the cost of these properties could reach \$1 million without the expenses involved for environmental clean-up, demolition and infrastructure.
- ▶ **Oak Street Property.** A representative from Willamette Industries indicated the possibility of the donation of approximately 5 acres at the east end of Oak Street. This property is included in the city's long range transportation plan for the proposed extension of Oak Street. Infrastructure costs could reach \$800,000.
- ▶ **Fire Hall (Blue Grass Downs) Property.** This was one of the original sites considered. It has been reintroduced because the current owner/developer has offered the entire parcel for sale. Infrastructure costs at this site would be minimal.

More concrete offers will be presented at the September meeting. Also, in order to evaluate what the community is willing to support, the possibility of a survey was discussed.

UNFINISHED BUSINESS: Susan presented a draft of the Internet policy for board discussion. A draft has been sent to the City Attorney and we are waiting for his evaluation.

NEW BUSINESS: Library Advisory Board members were asked to volunteer to serve strawberry shortcake at a booth during the Founder's Day Celebration, Saturday, August 10. This is a fund-raiser for the building project.

ADJOURNMENT: The meeting was adjourned at 6:50 p.m.

NEXT MEETING:

AUGUST 14, 1996

5:30 p.m.

853 Main Street

City of Lebanon Capital Projects Office