Covered Bridge Capital of the West

City of Scio
P. O. Box 37
Scio, OR 97374
Phone: 503-394-3342
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Scio City Council – Electronic Meeting

Scio City Hall – 38957 NW 1st Ave., Scio, Oregon

AGENDA

January 11, 2021 (6:00 PM)

The City Council will be meeting electronically and not hold a live meeting at the Scio City Hall due to the COVID-19 pandemic. The public may submit public comments on agenda items by email to cityofscio@smt-net.com prior to 4:00 p.m. on Monday, January 11, 2021.

The public can join the meeting from a computer or other electronic device by logging onto https://us02web.zoom.us/j/87523560429 or dial in by phone US: 1-253-215-8782 Webinar ID: 875-2356-0429

Mayor Chadd Weaver

Council Pres. Debbie Nuber	*Councilor John Whalen*	*Councilor Tom Gray*
Councilor Joey Ferguson	*Councilor Karen Eckhart*	*Councilor Tom Meyer*

CALL TO ORDER ** FLAG SALUTE **** ROLL CALL:** A moment of silence will be set aside for councilors, staff and attendees to individually and silently honor the American Flag.

CONSENT AGENDA: *The following items(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from the Consent Agenda and considered separately.*

- Approval of December 14, 2020 City Council Minutes
- Approval of December 2020 Statement of Revenues & Expenditures
- Approval of December 2020 Payment Journal

SWEARING IN OF SCIO CITY COUNCIL – NOVEMBER 3, 2020 GENERAL ELECTION RESULTS:

- Mayor Chadd Weaver
- City Councilor Karen Eckhardt
- City Councilor Joey Ferguson
- City Councilor Tom Meyer

CORRESPONDENCE:

- Thank You Notes from Scio Seniors

PRESENTATIONS:

- Linn County Sheriff's Report – Presented by Sgt. Beth Miller

PUBLIC HEARING: *PL2020-08, City of Scio – Amend Scio Zoning Ordinance Article 5, Sections 5.200 to 5.250 "Parking Standards". A copy of the Planning Commission's recommendation is attached for review.*

This is the time set aside to "allow and hear any person" to comment on the proposed Zoning Code Amendment, as approved by the Scio Planning Commission on October 28, 2020.

(Close Hearing once everyone has had an opportunity to comment of the Zoning Code Amendment)

OPEN REGULAR SESSION

1) *PL2020-08, City of Scio* – Council Deliberation and Decision -
Presented by: Dave Kinney, Planning Consultant
Action: Motion to Approve or Deny Application

2) *Ordinance No. 618, An Ordinance Amending Ordinance 561 – Scio Zoning Code*
Presented by: Dave Kinney, Planning Consultant
Action 1: Motion to read Ordinance No. 618 for first time by title only – if Application Approved
Action 2: Motion to read Ordinance No. 618 for second time

3) Council Work Sessions to Discuss Parks/Tree and Library Advisory Committee's
Presented by: Ginger Allen, Scio City Manager
Action: Discussion – Consensus Vote

CITY ATTORNEY REPORT

ITEMS FROM COUNCIL

PUBLIC COMMENT(S): An opportunity for citizens to comment on items of city business.

ADJOURNMENT:

2021 CITY MEETING(S) CALENDAR

Monday, February 8, 2021 @ 6:00 p.m. – Scio City Hall, 38957 NW 1st Ave., Scio, Oregon
Monday, March 8, 2021 @ 6:00 p.m. – Scio City Hall, 38957 NW 1st Ave., Scio, Oregon
Monday April 12, 2021 @ 6:00 p.m. – Scio City Hall, 38957 NW 1st Ave., Scio, Oregon
Monday May 10, 2021 @ 6:00 p.m. – Scio City Hall, 38957 NW 1st Ave., Scio, Oregon

HOLIDAY CLOSURES

January 18, 2021 – Martin Luther King Jr. Day
February 15, 2021 – President's Day

ORS 197.763(5) STATEMENT INFORMATION REGARDING PROCEDURES FOR LAND USE HEARING

File #2020-08: The City proposes to amend the Scio Zoning Ordinance to modify the City's parking standards. The effect of the change will be to reduce the number of parking spaces required for commercial and industrial uses, allow for credit for on-street parking and update parking lot design standards. The amendments are consistent with the "2015 Model Development Code for Small Cities" prepared by the Oregon Department of Land Conservation and Development.

The applicable substantive criteria upon which this case will be decided are found in the following state law, rules and City of Scio planning regulations. The applicable sections and the decision criteria for the application(s) are listed in the staff report.

A. Scio Zoning Ordinance 561 – Article 10, Amendments to the Zoning Ordinance

All testimony, arguments and evidence received during this public hearing must be directed toward these approval criteria, or to such other rule, law, regulation or policy which you believe to apply to this case.

An issue which may be the basis for an appeal to the Oregon Land Use Board of Appeals (LUBA) shall be raised not later than the close of the record at or following the final evidentiary hearing on this case. Such issues shall be raised with sufficient specificity so as to afford this body, and the parties to this hearing an adequate opportunity to respond to each issue.

The Planning Commission made a recommendation to the Scio City Council on October 28, 2020. The Scio City Council will hold a public hearing on the proposal and then will make a decision to either approve or deny the proposal. The City Council's decision is final, unless it is appealed to the Oregon Land Use Board of Appeals (LUBA). A Notice of Appeal may be filed with LUBA within 21 days of mailing of the City Council's Notice of Decision by the City.

The Presiding Officer over the public hearing reserves the right to limit the time of any presentation. Please try to avoid repetition; if someone else has already expressed the same thoughts, it is perfectly alright to state that you agree with the statements of that previous speaker.

If you have documents, maps or letters that you wish to have considered by this body, they must formally be placed in the record of this proceeding. To do that, either before or after you speak, please leave the material with Planning Staff who will make sure your evidence is properly taken care of.

Prior to the conclusion of the initial evidentiary hearing in this case, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application involved here. Continuances may take the form of holding an additional public hearing with oral testimony allowed, or may consist of holding the evidentiary record open for a period of time designated by the City, for submittal from the public of written evidence.

If you have any questions regarding any of the information contained in this Statement, please voice those questions, or objections at the time you testify. If you do not wish to testify, your questions or objections may be submitted in writing and will be dealt with during the course of the hearing. Any written material must be presented prior to the closure of the record in this case.

Public Hearing Format for Land Use Hearings
Before the Scio City Council

A.	Opening of the Public Hearing & Rules of Conduct	Mayor
B.	Declarations of Conflicts of Interest	
C.	Staff Report	Planning Consultant for the City
D.	Proponent's Testimony (persons in favor)	
E.	Opponent's Testimony (persons opposed)	
F.	General Testimony of Other Individuals or Organizations	
G.	Questions of Clarification from the City Council	
H.	Staff Summary	
I.	Close of Public Hearing	

Deliberation & Decision

No public testimony is permitted during the City Council's deliberation. The City Council will normally make a decision on an issue following a public hearing, but may continue their deliberation to either a special meeting or the next regular meeting of the City Council.

Guidelines for Public Testimony:

The Mayor, as presiding officer, will recognize all speakers. If you wish to testify during the public hearing, please assist the Mayor by abiding by the following rules:

1. State your name and address.
2. Indicate whether you support the application, oppose the application or wish to offer general testimony. Provide factual evidence and direct your testimony to the decision criteria.
3. Please keep your testimony brief and to the point. Limit comments to 3-5 minutes per person.
4. Direct any questions you have to the Mayor. The Mayor will direct your question to the applicant, city staff or other person who may be able to provide an answer.
5. The Mayor may limit testimony when it is cumulative, repetitive, irrelevant or immaterial to the issues being considered.

Consent Agenda

City of Scio
38957 NW 1st Ave
Scio, OR 97374
503-394-3342

SCIO CITY COUNCIL ELECTRONIC MEETING MINUTES
MONDAY December 14, 2020

COUNCIL PRESENT: Mayor Chadd Weaver, Councilors Karen Eckhart, Joey Ferguson, Tom Gray, Tom Meyer, Debbie Nuber, and John Whalen were all present via video.

STAFF PRESENT: City Manager Ginger Allen, Assistant City Attorney Jeffrey Clayson, and Administrative Assistant Cathy Martin were present via video.

AUDIENCE MEMBERS PRESENT: Darlene Bills, Stephanie Bates, Suzie Truax, and Katrina Clouse.

CALL TO ORDER: Mayor Weaver called the Regular Session of the Scio City Council to order at 6:03 P.M., followed by 30 seconds of silence to observe the flag.

ROLL CALL: Roll call was taken with all members present.

APPROVAL OF CONSENT AGENDA: Mayor Weaver asked for comments.

City Manager Allen reported to Council that in the General Fund Financial Statement, under line item 4110 Investment Earnings an error had occurred. Ms. Allen stated that staff failed to project earnings for Fiscal Year 2020-2021 in the amount of $3,000.00.

Councilor Eckhart asked about line item 6280 miscellaneous expenditures in the General Fund, she stated that it looks like the city is over-budget in this line item. Allen stated that line item 6280 Miscellaneous Expenses if the line item used for the purchasing of Corona Virus materials and services. Allen stated that these were unforeseen and is accounted for in this line item. The city will be applying for a COVID Relief Grant and will reimburse the fund should the City receive grant funds. If the city is not successful in obtaining the grant funds, then the city will have to utilize funds from other expense lines in the Materials & Services area of the budget.

Councilor Ferguson moved to approve the Consent Agenda as amended, Councilor Eckhart seconded. A hand vote was taken. Motion passed 6/0

CORRESPONDENCE:

- US Census Recognition Award – Ms. Martin was recognized for her contribution to the 2020 US Census. Ms. Allen stated that this is a lot of work and Martin met all of the required deadlines.

- Portland State University Preliminary 2020 Population Estimate – The city population was estimated on July 1, 2020 to be 940 citizens, this estimate will be certified on December 15, 2020.

PRESENTATIONS:

- **Linn County Sheriff's Report – Presented by Sgt. Greg Klein, Linn County Sheriff –** Sgt. Greg Klein reviewed the monthly report for November (see attached). Klein stated that there was one adult that was arrested, with several offences. Klein asked Ms. Allen how Deputy Graybill was doing. Ms. Allen stated that he has been in several times and was in fact in earlier in the day to discuss the enforcement of city codes. He was specifically concerned with the blockage of sidewalks by basketball hoops. Ms. Allen stated that they discussed briefly the creation and tasks assigned to the Street Recreation Ad Hoc Committee.

- **Service Accommodation – Presented by Mayor Chad Weaver –** Mayor Weaver presented a Community Service Award in recognition of outstanding excellence, superior performance and accomplishment. We have proudly conferred upon Sgt. Greg Klein, in recognition of the distinguished honor of Exceptional Community Service with pride, honor and privilege. Dated this 14th day of December, 2020.

- Mayor Weaver took a moment to recognize Suzie Truax, Darlene Bills and Stevie Bates who were in attendance via Zoom for tonight's meeting.

- **Certification of Scio City Election Results – Presented by Ginger Allen, City Manager** – Ms. Allen presented to the council the results of the Scio City Council seats as certified by the Linn County Clerk's office on November 20, 2020.

  Results as follows:
  - Scio Mayor – Gary (Chadd) Weaver – 316 votes
  - Council Position 2 – Tom Meyer – 288 votes
  - Council Position 4 – Joey Ferguson – 323 votes
  - Council Position 5 – Karen Eckhart – 297 votes

  Ms. Allen stated that the council members needed to return the oath of office forms that had been sent to them prior to the January 11, 2020 council meeting, at which time a swearing in ceremony will take place.

REGULAR SESSION:

1. **Electronic Council Packets**
   Presented by Ginger Allen, City Manager

   Ms. Allen addressed the council regarding converting to electronic council packets. Ms. Allen stated that the city had previously discussed this a few years ago, but given the way the city has been forced to conduct meetings and the way things are going on, she asked the council to consider moving to electronic packets, noting that anyone wishing to have a hard copy still can. Electronic packets would be quicker to send out and save on printing costs. The council expressed their desire to continue receiving the hard copy packets as they are

easier to read and they can make notes on hard copies. Staff will continue to deliver the packets as requested.

2. **Resolution No. 20-09 A Resolution of the Scio City Council for the purpose of transferring appropriations within a fund – Presented by Ginger Allen, Scio City Manager**

Ms. Allen reviewed the memo regarding the resolution. She stated that the city had been informed in mid-November by Xylem, the city's current SCADA System provider that Verizon Wireless would no longer be supporting the 3G internet connections and that this required a significant upgrade to the SCADA system to 4G technology. After obtaining bids for the upgrade/replacement of the current system, the city has chosen to go with Correct Equipment. The city will upgrade the current system and add additional SCADA system technology to the water system. The upgrade to the system was not a planned expense and requires a transfer of appropriations from Operating Contingency to Materials and Services within the Sewer Fund in the amount of $15,000.

Ms. Allen read Resolution no. 20-09, A Resolution of the Scio City Council for the Purpose of Transferring Appropriations within a Fund, by title only.
Councilor Nuber moved to approve Resolution 20-09 as read, Councilor Meyer seconded. A hand vote was taken. Motion passed 6/0

CITY MANAGER REPORT: Allen asked if there were any questions regarding her report. Allen briefly reviewed the report that was included in the council packet.

Ms. Allen stated that the city has received nice comments regarding the fence that was installed at the Covered Bridge Park by the Scio Stop n Save. People like the fence and the fact that people cannot go to the back of the property, which is very dark, and hang out in the evenings.

Allen stated that she is working on a grant for COVID Relief Funds, the grant has been sent to Mr. Clayson for review by the City Attorney. Councilor Whalen asked where the money is coming from, Ms. Allen stated that it comes from the Federal COVID Relief Fund. As a small city we only qualify for a grant up to $50,000.

Ms. Allen updated the council on Single Family Residential Zoning Violations. She stated that she has received complaints from various residents regarding people living inside RV trailers. Ms. Allen stated that it is not legal for someone to be living in them in the zone that the trailers are located. One of the trailers has had someone living in it for 18 + months. Another trailer has been lived in for at least 7 months. Councilor Ferguson asked if they are displaced persons due to the wildfires. Ms. Allen stated that according to her sources that is not the case. Councilor Gray asked about a RV trailer on a lot on Highway 226. Ms. Allen explained that the property off of Hwy 226 is also in a single family residential zone and that there is no stick built or manufactured home on the lot, just the RV. RV trailers that are being lived in, on a continual basis, on a lot that already contains a permanent residence would be in violation because there would be

more than one residence on the property. The property owners have been given several months to relocate these people. The Linn County Sheriff is ready to help with enforcement. Councilor Whalen asked if the property owners were receptive to the contact. Ms. Allen stated that one was and the other stated that they would be coming to the council regarding this matter. Ms. Allen gave them a copy of the ordinance.

Ms. Allen stated that the city's new phone system is working great. It is very interactive; we have the ability to answer the phone even when we are not in the office.

Ms. Allen spoke to the council regarding the difficulty for public works to sweep the streets with the number of cars parking and basketball hoops placed in the streets especially the Thomas Creek Estates subdivision. Councilor Whalen stated that Recreational Street Use committee was given a compilation of the survey questions from the committee. Councilor Meyer stated that he has talked to some households regarding this issue. Allen stated that Deputy Graybill asked if the city wanted the ordinance enforced all over town on the blockage of sidewalks. He even moved two of the basketball hoops in the subdivision that was blocking the sidewalk, as there was no way for someone to get around them. Ms. Allen stated that she has informed Deputy Graybill that a committee has been formed to look into this issue.

Councilor Nuber asked if the city notifies citizens about possible street sweeping. Allen stated that we have not put out a schedule. She does believe that the city will need to do this, staff has discussed this, the city should also bring back the Leaf Pickup in fall and this service will be added to next year's budget. Councilor Gray asked why the name has not been placed on the sweeper.

CITY ATTORNEY'S REPORT: Presented by Jeffrey Clayson – Nothing further.

ITEMS FROM THE COUNCIL:

Ferguson: Complimented the city on the holiday decorations, park looks great – great job, keep it up

Whalen: None

Meyer: Wished everyone a Merry Christmas and Happy New Year

Nuber: Great job, thank you and Merry Christmas

Eckhart: Thanked Allen for her work on the grant. Decorations look beautiful

Gray: Wished a Merry Christmas to everyone

Mayor Weaver: None.

BUSINESS FROM THE PUBLIC: Katrina Clouse, West Scio Rd, thanked the city for participating in the light parade. She stated that there are 14 contestants in the

House/Business Decorating Competition, the list is publicized and voting is through Friday, prizes will be awarded on Saturday. There is a youth group fundraiser where they are doing gift wrapping. Gifts can be dropped off and they will wrap them for you. Mayor Weaver thanked Ms. Clouse for her work for the community.

Mayor Weaver asked if there were any other comments, hearing none, he asked all viewers to log out of the meeting in order to open "close Regular Session at 6:48 p.m.

EXECUTIVE SESSION OPENED AT 6:52 P.M. Executive Session: ORS 192.600 which states," The governing body of a public body may hold an executive session (1) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing".

Executive Session closed at 7:21 p.m.

REGULAR SESSION RE-OPENED AT 7:22 P.M.

Jeffrey Clayson, Scio Assistant City Attorney, having presented the Employment Evaluation and Contract of City Manager, Ginger Allen, in Executive Session asked the council if they wished to continue the matter of Allen's Contract until January 11, 2021 in order to review said contract. Councilor Nuber said, no she did not wish to wait until January, this issue has taken too long as it is. I trust the process used in determining the contract, let's get this finished tonight". Councilor Nuber made the motion to accept the contract as discussed between counsel, Mayor Weaver and City Manager Allen.

Council Meyer seconded the motion, stating let's give Ginger an early Christmas Present"!

Motion passed 6 in favor 0 opposed.

Meeting was adjourned at 7:32 p.m.

The next regular meeting is scheduled for January 11, 2021 at 6:00 p.m.

Cathy Martin
Administrative Assistant

General Fund

Statement of Revenue and Expenditures

Acct		Current Period Dec 2020 Dec 2020 Actual	Year-To-Date Jul 2020 Dec 2020 Actual	Annual Budget Jul 2020 Jun 2021	Annual Budget Jul 2020 Jun 2021 Variance	Jul 2020 Jun 2021 Percent of Budget
Revenue & Expenditures						
Revenue						
Tax Receipts						
4120	Property Taxes	95,365.05	256,160.16	250,000.00	(6,160.16)	102.5%
4211	Cigarette Tax	85.34	530.88	900.00	369.12	59.0%
4212	Liquor Control Taxes	1,661.04	9,181.38	15,000.00	5,818.62	61.2%
4213	Marijuana Tax	0.00	1,179.39	2,700.00	1,520.61	43.7%
	Total Tax Receipts	$97,111.43	$267,051.81	$268,600.00	$1,548.19	
Government Receipts						
4240	Intergovernmental	0.00	5,148.38	8,500.00	3,351.62	60.6%
	Total Government Receipts	$0.00	$5,148.38	$8,500.00	$3,351.62	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	0.00	2,700.00	2,700.00	0.0%
4252	Franchise - Pacific Power	898.29	5,309.58	12,000.00	6,690.42	44.2%
4253	Franchise - Republic Servic	0.00	1,628.06	2,800.00	1,171.94	58.1%
4254	Franchise - Scio Cablevision	79.20	472.32	900.00	427.68	52.5%
4255	Franchise - SMTA	38.62	270.76	500.00	229.24	54.2%
	Total Franchise Fees	$1,016.11	$7,680.72	$18,900.00	$11,219.28	
Fees & Permits						
4271	Planning Fees	0.00	0.00	10,000.00	10,000.00	0.0%
4272	Building Permits	29.88	324.95	3,000.00	2,675.05	10.8%
	Total Fees & Permits	$29.88	$324.95	$13,000.00	$12,675.05	
Fines and Forfeitures						
4290	Fines and Forfeitures	22.50	107.00	100.00	(7.00)	107.0%
	Total Fines and Forfeitures	$22.50	$107.00	$100.00	($7.00)	
Other Revenue						
4260	Library Income	0.00	6,500.00	6,500.00	0.00	100.0%
4261	Library Fees	54.00	876.00	3,000.00	2,124.00	29.2%
4262	Library Donations	0.00	3,590.00	3,900.00	310.00	92.1%
4263	Library Grants	1,000.00	4,000.00	13,985.00	9,985.00	28.6%
4350	Miscellaneous	924.05	1,076.15	2,500.00	1,423.85	43.0%
4360	Veterans Memorial Park	0.00	50.00	908.00	858.00	5.5%
	Total Other Revenue	$1,978.05	$16,092.15	$30,793.00	$14,700.85	
	Revenue	$100,157.97	$296,405.01	$339,893.00	$43,487.99	
	Gross Profit	$100,157.97	$296,405.01	$339,893.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	6,364.18	32,812.46	72,136.00	39,323.54	45.5%
5120	Payroll Taxes	518.19	3,010.69	9,017.00	6,006.31	33.4%
5130	Benefits	2,545.81	14,975.42	30,406.00	15,430.58	49.3%
	Total Personnel Services	$9,428.18	$50,798.57	$111,559.00	$60,760.43	
Materials and Services						
6210	Advertising	0.00	0.00	550.00	550.00	0.0%
6220	City Attorney	0.00	1,100.00	2,640.00	1,540.00	41.7%
6230	Contract Services	0.00	2,320.81	5,325.00	3,004.19	43.6%
6250	Police Services	0.00	31,531.50	66,000.00	34,468.50	47.8%
6260	Materials & Supplies	141.59	2,130.45	3,000.00	869.55	71.0%
6270	Community Involvement	250.00	599.94	4,900.00	4,300.06	12.2%
6280	Miscellaneous	1,634.22	4,021.83	1,500.00	(2,521.83)	268.1%
6290	Bank Charges and Fees	28.58	197.68	600.00	402.32	32.9%
6310	Insurance	0.00	4,692.95	5,260.00	567.05	89.2%

General Fund

Statement of Revenue and Expenditures

Acct		Current Period Dec 2020 Dec 2020 Actual	Year-To-Date Jul 2020 Dec 2020 Actual	Annual Budget Jul 2020 Jun 2021	Annual Budget Jul 2020 Jun 2021 Variance	Jul 2020 Jun 2021 Percent of Budget
Revenue & Expenditures						
Expenses						
Materials and Services						
6320	Education	0.00	0.00	250.00	250.00	0.0%
6330	Grant Expenses	0.00	381.00	381.00	0.00	100.0%
6341	Utilities - Electricity	0.00	6,822.93	17,000.00	10,177.07	40.1%
6342	Utilities - Gas	0.00	80.18	600.00	519.82	13.4%
6343	Utilities - Telephone	53.14	1,076.75	1,450.00	373.25	74.3%
6344	Utilities - Garbage	9.69	58.14	150.00	91.86	38.8%
6350	Equipment Maintenance	0.00	0.00	150.00	150.00	0.0%
6360	Building Maintenance	0.00	220.99	300.00	79.01	73.7%
6370	Flood Mitigation	0.00	7,009.00	15,000.00	7,991.00	46.7%
6381	Library - Books	90.83	2,231.73	4,600.00	2,368.27	48.5%
6382	Library - Audio/Visual	91.75	131.68	750.00	618.32	17.6%
6383	Library - Journals/Periodical	0.00	285.00	350.00	65.00	81.4%
6384	Library - Materials & Suppli	4.50	144.84	700.00	555.16	20.7%
6385	Library - Miscellaneous	0.00	0.00	400.00	400.00	0.0%
6386	Library - Technical Support	0.00	955.80	2,700.00	1,744.20	35.4%
6387	Library - Donations	0.00	3,261.85	3,900.00	638.15	83.6%
6388	Library - Grants	0.00	12,985.00	13,985.00	1,000.00	92.8%
6390	Planning	187.00	3,946.46	10,000.00	6,053.54	39.5%
6400	Parks	0.00	6,870.14	13,000.00	6,129.86	52.8%
6401	Veterans Memorial Park	0.00	205.00	908.00	703.00	22.6%
6410	Senior Services	135.00	154.95	500.00	345.05	31.0%
	Total Materials and Services	$2,626.30	$93,416.60	$176,849.00	$83,432.40	
Capital Outlay						
7100	Property Acquisition/Buildin	5,163.00	39,068.38	400,000.00	360,931.62	9.8%
	Total Capital Outlay	$5,163.00	$39,068.38	$400,000.00	$360,931.62	
Other Expenses						
7500	Water Loan	25,000.00	25,000.00	0.00	(25,000.00)	0.0%
7600	Building Loan	0.00	0.00	20,000.00	20,000.00	0.0%
	Total Other Expenses	$25,000.00	$25,000.00	$20,000.00	($5,000.00)	
	Expenses	$42,217.48	$208,283.55	$708,408.00	$500,124.45	
	Revenue Less Expenditures	$57,940.49	$88,121.46	($368,515.00)	$0.00	
Other Revenue						
Extraordinary Income						
4900	Bldg Permit Pass Thru Inco	103.96	1,513.43	0.00	(1,513.43)	0.0%
	Total Extraordinary Income	$103.96	$1,513.43	$0.00	($1,513.43)	
	Other Revenue	$103.96	$1,513.43	$0.00	($1,513.43)	
Other Expenses						
Extraordinary Expense						
9500	Bldg Permit Pass Thru Expe	193.57	1,409.47	0.00	(1,409.47)	0.0%
	Total Extraordinary Expense	$193.57	$1,409.47	$0.00	($1,409.47)	
	Other Expenses	$193.57	$1,409.47	$0.00	($1,409.47)	
	Net Change in Fund Balance	$57,850.88	$88,225.42	($368,515.00)	$0.00	
Fund Balances						
	Beginning Fund Balance	531,548.60	501,174.06	0.00	0.00	0.0%
	Net Change in Fund Balanc	57,850.88	88,225.42	(368,515.00)	0.00	0.0%
	Ending Fund Balance	589,399.48	589,399.48	0.00	0.00	0.0%

Road Fund

Statement of Revenue and Expenditures

Acct		Current Period Dec 2020 Dec 2020 Actual	Year-To-Date Jul 2020 Dec 2020 Actual	Annual Budget Jul 2020 Jun 2021	Annual Budget Jul 2020 Jun 2021 Variance	Jul 2020 Jun 2021 Percent of Budget
Revenue & Expenditures						
Revenue						
Tax Receipts						
4220	State Highway Taxes	5,885.07	30,795.40	60,000.00	29,204.60	51.3%
	Total Tax Receipts	$5,885.07	$30,795.40	$60,000.00	$29,204.60	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	0.00	2,700.00	2,700.00	0.0%
4252	Franchise - Pacific Power	898.29	5,309.58	12,000.00	6,690.42	44.2%
4253	Franchise - Republic Servic	0.00	1,628.06	2,800.00	1,171.94	58.1%
4254	Franchise - Scio Cablevision	79.20	472.32	900.00	427.68	52.5%
4255	Franchise - SMTA	38.62	193.82	500.00	306.18	38.8%
	Total Franchise Fees	$1,016.11	$7,603.78	$18,900.00	$11,296.22	
	Revenue	$6,901.18	$38,399.18	$78,900.00	$40,500.82	
	Gross Profit	$6,901.18	$38,399.18	$78,900.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	1,994.61	11,915.73	23,352.00	11,436.27	51.0%
5120	Payroll Taxes	155.57	937.39	2,919.00	1,981.61	32.1%
5130	Benefits	649.15	3,859.03	7,802.00	3,942.97	49.5%
	Total Personnel Services	$2,799.33	$16,712.15	$34,073.00	$17,360.85	
Materials and Services						
6210	Advertising	0.00	0.00	250.00	250.00	0.0%
6220	City Attorney	0.00	550.00	1,320.00	770.00	41.7%
6230	Contract Services	0.00	464.15	1,250.00	785.85	37.1%
6240	Engineering Consultants	0.00	0.00	2,000.00	2,000.00	0.0%
6260	Materials & Supplies	49.60	1,079.89	4,100.00	3,020.11	26.3%
6290	Bank Charges and Fees	5.46	54.58	150.00	95.42	36.4%
6310	Insurance	0.00	938.59	1,060.00	121.41	88.5%
6320	Education	0.00	0.00	250.00	250.00	0.0%
6344	Utilities - Garbage	6.36	38.16	100.00	61.84	38.2%
6350	Equipment Maintenance	0.00	503.07	500.00	(3.07)	100.6%
6360	Building Maintenance	0.00	25.00	50.00	25.00	50.0%
	Total Materials and Services	$61.42	$3,653.44	$11,030.00	$7,376.56	
Capital Outlay						
7140	Bike and Walkway Improve	0.00	0.00	750.00	750.00	0.0%
7150	Capital Improvements	0.00	23,652.80	25,000.00	1,347.20	94.6%
	Total Capital Outlay	$0.00	$23,652.80	$25,750.00	$2,097.20	
Other Expenses						
7600	Building Loan	0.00	0.00	10,000.00	10,000.00	0.0%
	Total Other Expenses	$0.00	$0.00	$10,000.00	$10,000.00	
	Expenses	$2,860.75	$44,018.39	$80,853.00	$36,834.61	
	Revenue Less Expenditures	$4,040.43	($5,619.21)	($1,953.00)	$0.00	
	Net Change in Fund Balance	$4,040.43	($5,619.21)	($1,953.00)	$0.00	
Fund Balances						
	Beginning Fund Balance	62,026.85	71,686.49	0.00	0.00	0.0%
	Net Change in Fund Balanc	4,040.43	(5,619.21)	(1,953.00)	0.00	0.0%
	Ending Fund Balance	66,067.28	66,067.28	0.00	0.00	0.0%

Water Fund

Statement of Revenue and Expenditures

Acct		Current Period Dec 2020 Dec 2020 Actual	Year-To-Date Jul 2020 Dec 2020 Actual	Annual Budget Jul 2020 Jun 2021	Annual Budget Jul 2020 Jun 2021 Variance	Jul 2020 Jun 2021 Percent of Budget
Revenue & Expenditures						
Revenue						
Other Revenue						
4110	Investment Earnings	0.00	1,237.11	0.00	(1,237.11)	0.0%
4350	Miscellaneous	111.80	786.19	1,000.00	213.81	78.6%
	Total Other Revenue	$111.80	$2,023.30	$1,000.00	($1,023.30)	
User Fees						
4300	User Fees	21,277.51	159,010.58	314,000.00	154,989.42	50.6%
4301	Late Charges	107.00	588.40	1,000.00	411.60	58.8%
4302	24 Hour Notice	7.50	7.50	1,500.00	1,492.50	0.5%
4303	Reconnect Fees	25.00	25.00	0.00	(25.00)	0.0%
4304	Backflow Test	30.00	2,040.00	2,450.00	410.00	83.3%
4310	New Connections	0.00	0.00	28,000.00	28,000.00	0.0%
4320	Water Deposits	300.00	2,100.00	4,000.00	1,900.00	52.5%
	Total User Fees	$21,747.01	$163,771.48	$350,950.00	$187,178.52	
	Revenue	$21,858.81	$165,794.78	$351,950.00	$186,155.22	
	Gross Profit	$21,858.81	$165,794.78	$351,950.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	7,599.07	45,474.38	89,047.00	43,572.62	51.1%
5120	Payroll Taxes	592.57	3,570.98	11,131.00	7,560.02	32.1%
5130	Benefits	2,540.65	15,093.33	30,506.00	15,412.67	49.5%
	Total Personnel Services	$10,732.29	$64,138.69	$130,684.00	$66,545.31	
Materials and Services						
6210	Advertising	0.00	0.00	700.00	700.00	0.0%
6220	City Attorney	0.00	1,925.00	4,620.00	2,695.00	41.7%
6230	Contract Services	0.00	4,043.65	8,380.00	4,336.35	48.3%
6240	Engineering Consultants	0.00	0.00	1,000.00	1,000.00	0.0%
6260	Materials & Supplies	469.37	5,763.16	14,200.00	8,436.84	40.6%
6280	Miscellaneous	35.00	1,735.00	2,500.00	765.00	69.4%
6290	Bank Charges and Fees	44.11	244.68	600.00	355.32	40.8%
6310	Insurance	0.00	6,570.13	7,370.00	799.87	89.1%
6320	Education	0.00	0.00	1,000.00	1,000.00	0.0%
6341	Utilities - Electricity	0.00	4,460.48	10,000.00	5,539.52	44.6%
6342	Utilities - Gas	0.00	90.19	700.00	609.81	12.9%
6343	Utilities - Telephone	68.33	1,384.47	1,800.00	415.53	76.9%
6344	Utilities - Garbage	6.36	38.16	100.00	61.84	38.2%
6350	Equipment Maintenance	0.00	929.25	4,500.00	3,570.75	20.7%
6360	Building Maintenance	0.00	160.99	500.00	339.01	32.2%
6420	Water Deposit Refunds	500.00	1,900.00	4,000.00	2,100.00	47.5%
	Total Materials and Services	$1,123.17	$29,245.16	$61,970.00	$32,724.84	
Capital Outlay						
7160	Equipment	0.00	93,924.81	110,000.00	16,075.19	85.4%
	Total Capital Outlay	$0.00	$93,924.81	$110,000.00	$16,075.19	
Other Expenses						
7500	Water Loan	2,110.96	12,665.76	50,500.00	37,834.24	25.1%
7600	Building Loan	0.00	0.00	10,000.00	10,000.00	0.0%
	Total Other Expenses	$2,110.96	$12,665.76	$60,500.00	$47,834.24	
	Expenses	$13,966.42	$199,974.42	$363,154.00	$163,179.58	
	Revenue Less Expenditures	$7,892.39	($34,179.64)	($11,204.00)	$0.00	
	Net Change in Fund Balance	$7,892.39	($34,179.64)	($11,204.00)	$0.00	

Water Fund

Statement of Revenue and Expenditures

Acct		Current Period Dec 2020 Dec 2020 Actual	Year-To-Date Jul 2020 Dec 2020 Actual	Annual Budget Jul 2020 Jun 2021	Annual Budget Jul 2020 Jun 2021 Variance	Jul 2020 Jun 2021 Percent of Budget
Fund Balances						
	Beginning Fund Balance	69,107.21	111,179.24	0.00	0.00	0.0%
	Net Change in Fund Balanc	7,892.39	(34,179.64)	(11,204.00)	0.00	0.0%
	Ending Fund Balance	76,999.60	76,999.60	0.00	0.00	0.0%

Sewer Fund

Statement of Revenue and Expenditures

Acct		Current Period Dec 2020 Dec 2020 Actual	Year-To-Date Jul 2020 Dec 2020 Actual	Annual Budget Jul 2020 Jun 2021	Annual Budget Jul 2020 Jun 2021 Variance	Jul 2020 Jun 2021 Percent of Budget
Revenue & Expenditures						
Revenue						
User Fees						
4300	User Fees	16,383.51	105,471.91	216,200.00	110,728.09	48.8%
4301	Late Charges	107.00	588.40	1,000.00	411.60	58.8%
4302	24 Hour Notice	7.50	7.50	1,500.00	1,492.50	0.5%
4303	Reconnect Fees	25.00	25.00	0.00	(25.00)	0.0%
4310	New Connections	0.00	0.00	20,000.00	20,000.00	0.0%
	Total User Fees	$16,523.01	$106,092.81	$238,700.00	$132,607.19	
	Revenue	$16,523.01	$106,092.81	$238,700.00	$132,607.19	
	Gross Profit	$16,523.01	$106,092.81	$238,700.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	7,599.07	45,474.42	89,047.00	43,572.58	51.1%
5120	Payroll Taxes	592.57	3,571.02	11,131.00	7,559.98	32.1%
5130	Benefits	2,540.65	15,093.33	30,506.00	15,412.67	49.5%
	Total Personnel Services	$10,732.29	$64,138.77	$130,684.00	$66,545.23	
Materials and Services						
6210	Advertising	0.00	0.00	700.00	700.00	0.0%
6220	City Attorney	0.00	1,925.00	4,620.00	2,695.00	41.7%
6230	Contract Services	325.00	8,232.38	13,520.00	5,287.62	60.9%
6240	Engineering Consultants	0.00	0.00	2,000.00	2,000.00	0.0%
6260	Materials & Supplies	1,059.86	10,106.62	15,550.00	5,443.38	65.0%
6280	Miscellaneous	35.00	134.99	200.00	65.01	67.5%
6290	Bank Charges and Fees	43.66	242.36	500.00	257.64	48.5%
6310	Insurance	0.00	6,570.13	7,370.00	799.87	89.1%
6320	Education	0.00	0.00	750.00	750.00	0.0%
6341	Utilities - Electricity	0.00	1,979.83	4,750.00	2,770.17	41.7%
6342	Utilities - Gas	0.00	752.43	2,500.00	1,747.57	30.1%
6343	Utilities - Telephone	68.33	1,384.47	1,800.00	415.53	76.9%
6344	Utilities - Garbage	7.87	47.22	125.00	77.78	37.8%
6350	Equipment Maintenance	(100.00)	3,605.65	15,000.00	11,394.35	24.0%
6360	Building Maintenance	0.00	160.99	400.00	239.01	40.2%
	Total Materials and Services	$1,439.72	$35,142.07	$69,785.00	$34,642.93	
Other Expenses						
7600	Building Loan	0.00	0.00	10,000.00	10,000.00	0.0%
	Total Other Expenses	$0.00	$0.00	$10,000.00	$10,000.00	
	Expenses	$12,172.01	$99,280.84	$210,469.00	$111,188.16	
	Revenue Less Expenditures	$4,351.00	$6,811.97	$28,231.00	$0.00	
	Net Change in Fund Balance	$4,351.00	$6,811.97	$28,231.00	$0.00	
Fund Balances						
	Beginning Fund Balance	37,703.31	35,242.34	0.00	0.00	0.0%
	Net Change in Fund Balanc	4,351.00	6,811.97	28,231.00	0.00	0.0%
	Ending Fund Balance	42,054.31	42,054.31	0.00	0.00	0.0%

Payment Journal

12/1/2020 to 12/31/2020

General Checking - Columbia

Date	Transaction Number	Name / Description	Amount
12/1/2020	EFT	Zoom Video Communications	14.99
12/1/2020	EFT	Amazon	107.88
12/1/2020	EFT	Amazon	107.88
12/1/2020	EFT	Amazon	254.99
12/1/2020	EFT	Amazon	51.81
12/1/2020	EFT	Amazon	18.49
12/2/2020	EFT	Nakashima Akiyuk (www.lysolsw.com)	101.40
12/2/2020	EFT	Amazon	225.00
12/2/2020	EFT	Amazon	212.97
12/2/2020	EFT	Amazon	19.99
12/2/2020	EFT	Nakashima Akiyuk (www.lysolsw.com)	1.01
12/2/2020	EFT	US Postal Service	1.25
12/3/2020	EFT	Amazon	9.66
12/3/2020	EFT	Amazon	6.06
12/3/2020	EFT	US Postal Service	1.25
12/7/2020	EFT	Amazon	20.93
12/7/2020	EFT	Amazon	7.12
12/7/2020	EFT	Amazon	19.95
12/7/2020	EFT	US Postal Service	1.25
12/8/2020	EFT	Amazon	18.93
12/8/2020	EFT	Amazon	9.64
12/8/2020	EFT	US Postal Service	44.00
12/8/2020	EFT	US Postal Service	1.25
12/8/2020	EFT	Amazon	19.99
12/8/2020	EFT	Adobe Inc	44.97
12/9/2020	EFT	Columbia Bank Loan	25,000.00
12/10/2020	EFT	US Postal Service	1.25
12/10/2020	EFT	Columbia Bank Loan	2,110.96
12/14/2020	15848	Darrel Lockard Consultant, LLC	325.00
12/14/2020	15849	SMTA	189.80
12/14/2020	15850	One Call Concepts	5.88
12/14/2020	15851	US Postal Service	114.00
12/14/2020	15852	OHA	75.00
12/14/2020	15853	Knurowski, Kostanty	115.00
12/14/2020	15854	Pollardwater	82.50
12/14/2020	15855	Republic Services	30.28
12/14/2020	15856	G & D Clevenger LLC	175.93
12/14/2020	15857	National Business Solutions	137.62
12/14/2020	15858	Scio Auto Parts	9.19
12/14/2020	15859	Scio Volunteer Association	250.00
12/14/2020	15860	Shred Northwest, LLC	24.85
12/14/2020	15861	Childress, Casey	20.17
12/14/2020	15862	Analytical Laboratory	831.00

Payment Journal

12/1/2020 to 12/31/2020

Date	Transaction Number	Name / Description	Amount
12/14/2020	15863	Reutov, Dennis	100.00
12/14/2020	15864	The Dyer Partnership	5,163.00
12/14/2020	15865	Linn County Planning & Building	193.57
12/14/2020	EFT	Water Deposit Refunds	
12/14/2020	EFT	US Postal Service	1.25
12/15/2020	EFT	KJRCC	135.00
12/15/2020	EFT	US Postal Service	220.00
12/15/2020	EFT	Columbia Bank	109.31
12/15/2020	EFT	US Postal Service	1.25
12/16/2020	EFT	Simply Ramen	70.00
12/16/2020	EFT	US Postal Service	3.25
12/17/2020	EFT	U.S. Federal Contractor Registration	599.00
12/17/2020	EFT	RVS Receipts	138.81
12/17/2020	EFT	US Postal Service	4.10
12/23/2020	EFT	US Postal Service	1.25
12/30/2020	EFT	US Postal Service	1.25
12/31/2020	15866	Ameriprise	500.00
12/31/2020	15867	Country Trust Bank	500.00
12/31/2020	15868	eTrade	400.00
12/31/2020	15869	Hartford	400.00
12/31/2020	15870	eTrade	400.00
12/31/2020	EFT	Zoom Video Communications	14.99
12/31/2020	EFT	Oregon Department of Revenue - WH	1,718.65
12/31/2020	EFT	EFTPS	6,313.65
		General Checking - Columbia Totals	$47,809.42

Oath of Office

Covered Bridge Capital of the West

City of Scio
P. O. Box 37
Scio, OR 97374
Phone: 503-394-3342
Fax: 503-394-2340

M E M O R A N D U M

TO: Mayor Weaver and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Swearing in of Scio Mayor and City Councilors from November 3, 2020 General Election.

DATE: January 6, 2021

I wish to thank Mayor Weaver, Councilors Eckhardt, Ferguson and Meyer for returning your signed “Oaths of Office” in a timely manner. By signing the Oath you have agreed to support the Constitution of the United States of America, the Constitution of the State of Oregon and the Scio City Charter.

On Monday, January 11, 2021, I will re-read the “Oath of Office” during a live Zoom meeting; and I will ask each of you to “solemnly swear or affirm”, as the case may be, to the oath so that your acceptance is done so publically and placed into record.

I consider it an honor to administer this Oath and look forward to working with you.

Correspondence

Dear Ginger -

Thank you to you & whoever thought the certificate up. It's appreciated.

As I haven't been to the coffee shop it'll be a great excuse to try it out! I see their posts all the time.

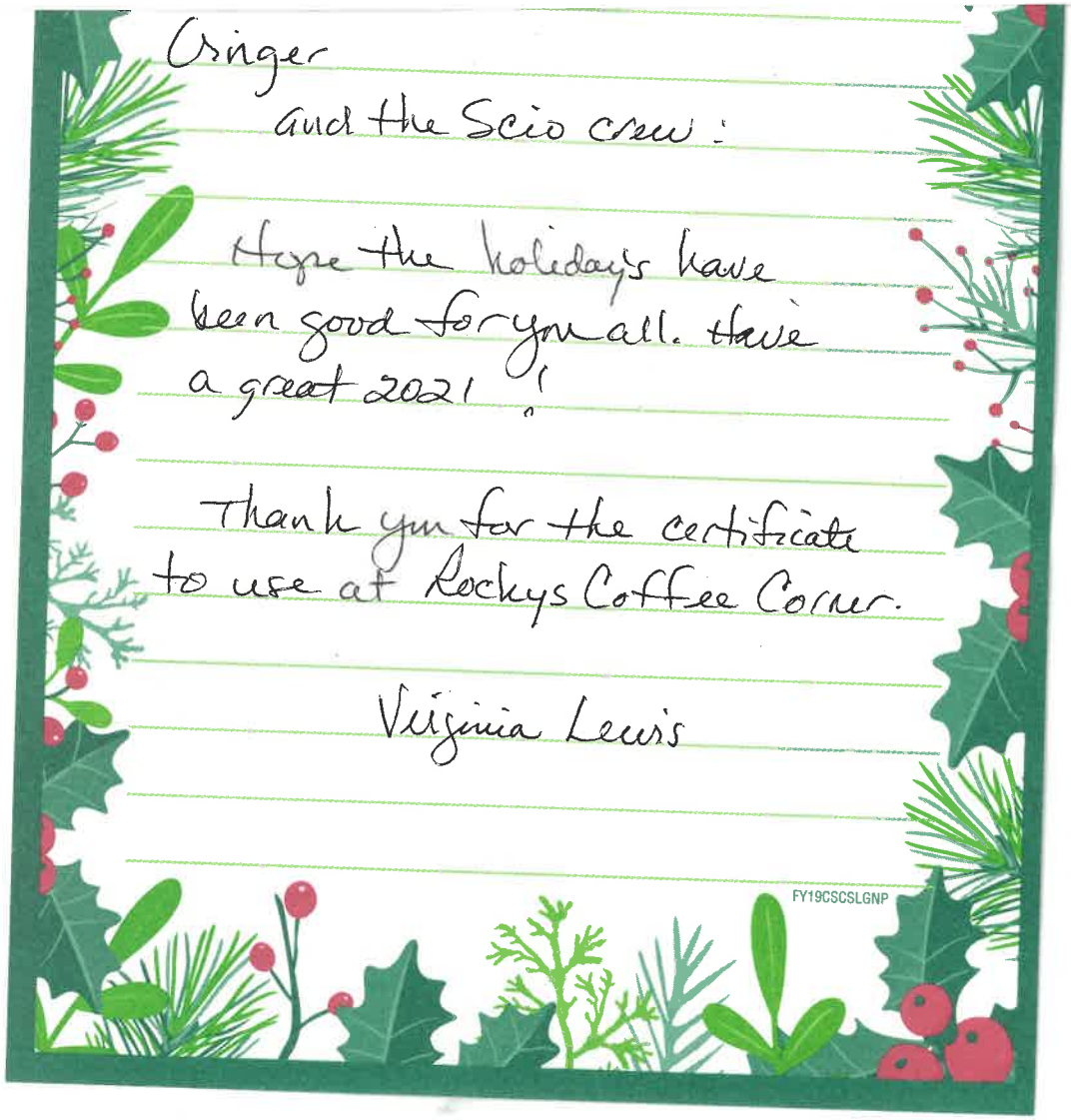
It's great you're supporting all these small businesses in town. Scio's a great place to live.

Wish & praying you'll have a wonderful 2021. May it be productive, filled with adventures, friendly faces & smiles & laughter to lighten the load.

Thanks again! Can't wait to get back with the senior group again — they're pretty special.

Becky Anderson

PS loved the card - aren't old cars special?



Ginger
and the Scio crew:

Hope the holidays have been good for you all. Have a great 2021!

Thank you for the certificate to use at Rockys Coffee Corner.

Virginia Lewis

FY19CSCSLGNP

Presentations

LINN COUNTY SHERIFF'S OFFICE

Jim Yon, Sheriff
1115 S.E. Jackson Street, Albany, OR 97322
Albany, OR. 97322
Phone: 541-967-3950
www.linnsheriff.org

2020

MONTHLY REPORT TO THE CITY OF SCIO
FROM THE LINN COUNTY SHERIFF'S OFFICE

FOR THE MONTH OF: **December**

TRAFFIC CITATIONS: ----------	**2**
TRAFFIC WARNINGS: ----------	**10**
TRAFFIC CRASHES: ----------	**1**
ADULTS CITED/VIOLATIONS: ----------	**1**
ADULTS ARRESTED : ----------	**5**
JUVENILES CITED/VIOLATIONS: ----------	**0**
JUVENILES ARRESTED: ----------	**0**
COMPLAINTS/INCIDENTS INVESTIGATED: ----------	**23**

TOTAL HOURS SPENT: **SCIO**

79.5

CONTRACT HOURS= 72 HOURS

Jim Yon,
Sheriff, Linn County

By: Sergeant Beth Miller

MONTHLY BULLETIN OF DISPATCHED CALLS AND CASES FOR CONTRACT CITIES

This Report Encompasses: 12/ 1/20 to 12/31/20

Total Incidents This Month: **23**

Incident Information:	Description
CAD# 2020188119 TIME: 12/1/2020 1:39:44PM CASE# 2004332 SCIO REPORT TAKEN	Report Filed. ACCIDENT VEHICLE NO INJ Reported At Block Of 38900 HWY 226/SW 2ND AVE Occurred between 1338 hours on 12/1/2020 and 1339 hours on 12/1/2020 . Reported: Non-injury crash.
CAD# 2020188131 TIME: 12/1/2020 1:53:49PM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO Speeding. Warning.
CAD# 2020188141 TIME: 12/1/2020 2:14:23PM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38900 HWY 226/N MAIN ST SCIO Speeding. Warn.
CAD# 2020188392 TIME: 12/1/2020 9:36:43PM CASE# CAD Only SCIO CAD CALL COMPLETE	DOMESTIC DISTURBANCE Reported at Block of 38800 NW BEECH ST SCIO Involved parties claimed no crime occurred and did not want any further contact. NFA
CAD# 2020188664 TIME: 12/2/2020 1:17:08PM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38800 HWY 226/SE 5TH AVE SCIO Speeding. Warning.

Incident Information:	Description
CAD# 2020188712 TIME: 12/2/2020 2:35:38PM CASE# CAD Only SCIO SCIO	PARKING COMPLAINT Reported at Block of 38900 NW 1ST AVE SCIO Parking complaint.
CAD# 2020189113 TIME: 12/3/2020 9:47:02AM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO Driver speeding into town. Warned for speeding but given citations for other violations.
CAD# 2020189879 TIME: 12/4/2020 4:11:18PM CASE# CAD Only SCIO CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 38900 HWY 226 SCIO Deputy responded to a welfare check. No crime.
CAD# 2020191802 TIME: 12/8/2020 8:46:11AM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38800 N MAIN ST/NE 4TH AVE SCIO Distracted driving. Warn
CAD# 2020192290 TIME: 12/9/2020 6:20:39AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38900 SW 6TH AVE SCIO Deputy responded to a suspicious vehicle call. No crime.
CAD# 2020192914 TIME: 12/10/2020 10:33:08AM CASE# CAD Only SCIO CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 38700 SW 2ND AVE SCIO Deputy responded to an information only report.

Incident Information:	Description
CAD# 2020194511 TIME: 12/13/2020 9:34:15AM CASE# CAD Only SCIO SCIO	PROWLER Reported at Block of 38800 SW 6TH AVE SCIO Report of prowler, deputies checked the area
CAD# 2020195401 TIME: 12/14/2020 10:43:15PM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 38900 HWY 226/SW 3RD AVE SCIO Operator warned for out headlight.
CAD# 2020196160 TIME: 12/16/2020 11:01:54AM CASE# 2004546 SCIO REPORT TAKEN	Report Filed. WARRANT ARREST (LW ONLY) Reported At Block Of 38700 N MAIN ST Occurred between 1100 hours on 12/16/2020and 1101 hours on 12/16/2020. Reported: Jeramy Alan BENDER (38) of Stayton was taken into custody for four outstanding warrant. BENDER was lodged at the Linn County Jail.
CAD# 2020198187 TIME: 12/20/2020 1:08:12AM CASE# CAD Only SCIO CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 38900 SW 6TH AVE SCIO 715: This is not a reported stolen vehicle. Callers daughter took the car. they are looking for it and wanted to know if LCSO has had contact with or towed this vehicle. LCSO has not had contact with this vehicle.
CAD# 2020198316 TIME: 12/20/2020 9:55:49AM CASE# CAD Only SCIO CAD CALL COMPLETE	NEIGHBORHOOD DISPUTE Reported at Block of 38500 SW FILBERT ST SCIO Ongoing neighbor dispute. no crime.
CAD# 2020198343 TIME: 12/20/2020 10:47:45AM CASE# CAD Only SCIO CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 38600 SW FILBERT ST SCIO Citizen had questions about flooding and complained about lifted pickups running down the roadway too fast.

Incident Information:	Description
CAD# 2020198344 TIME: 12/20/2020 10:48:00AM CASE# CAD Only SCIO	TRAFFIC HAZARD Reported at Block of 38500 SW FILBERT ST SCIO No Public Narrative.
CAD# 2020198407 TIME: 12/20/2020 1:58:05PM CASE# CAD Only SCIO CAD CALL COMPLETE	NEIGHBORHOOD DISPUTE Reported at Block of 38500 SW FILBERT ST SCIO Deputy responded to a neighborhood dispute. No crime.
CAD# 2020198655 TIME: 12/20/2020 11:35:31PM CASE# CAD Only SCIO CAD CALL COMPLETE	MOTORIST ASSIST Reported at Block of 38900 HWY 226/SE 2ND AVE SCIO A deputy held the hood of a vehicle up and held a flashlight while the operator added oil to their vehicle.
CAD# 2020199770 TIME: 12/22/2020 7:50:34PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38600 SE CEDAR ST SCIO No Public Narrative.
CAD# 2020201449 TIME: 12/26/2020 11:21:32AM CASE# 2004665 SCIO REPORT TAKEN	REPORT PENDING. Original Call Type: CRIMINAL MISCHIEF Reported At Block Of 38800 NE ASH ST Occurred between 1121 hours on 12/26/2020and 1121 hours on 12/26/2020. Theft of a catalytic converter. Deputies respond. Investigation is ongoing.
CAD# 2020202072 TIME: 12/27/2020 5:01:19PM CASE# CAD Only SCIO CAD CALL COMPLETE	TRAFFIC COMPLAINT Reported at Block of 38800 HWY 226/SE 4TH AVE SCIO Caller reporting a road rage type incident on HWY 226. The caller did not want to be a victim of any crime.

Incident Information:	Description

Agenda Item 1
&
Agenda Item 2

David W. Kinney
Community Development Consultant
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October 31, 2020

To: **Mayor Chadd Weaver and City Councilors**
City Manager Virginia A. Allen

From: **Chairman Beau Buganski and Members of the Scio Planning Commissioner**
David W. Kinney, Planning Consultant

In RE: **Scio Zoning Code Text Amendments - Parking Standards**

Issue Summary

The City Manager and Planning Consultant recommend the City update the city's parking standards in Sections 5.200 to 5.250 of the Scio Zoning Ordinance 561.

The City's parking standards make it difficult to develop/redevelop property in the City's commercial zone. Standards developed in the 1970's and 1980's do not encourage a compact development form and require more off-street parking than is necessary for "small-town" retail or service uses. Several property owners on N. Main Street have inquired about the City's parking standards.

- Existing commercial buildings on N. Main Street occupy 80%-100% of the lot area. If businesses expand or change uses, it is impossible to provide on-site parking.
- The City of Scio plans to redevelop the City Hall site at the corner of NW 1st Avenue and NW Alder Street. It cannot comply with the current off-street parking standards for a new building.
- Parking standards do not allow an on-street parking credit for spaces on the frontage next to a building, parking in an alley, or for location of off-street in another parking lot located within 500' of a commercial use.
- Design and construction standards for parking lots have not been updated in more than 20 years. New standards are needed to address ADA requirements, standard & compact spaces, loading zones, lighting, landscaping and access driveways.

Proposed Scio Zoning Ordinance Amendments

DLCD and ODOT have prepared a "Model Development Code for Small Cities" (2015 edition)". The Model Code includes updated parking standards and design requirements for Oregon's small towns.

The City staff has prepared a DRAFT ordinance to amend the parking standards in Sections 5.200 to 5.250 of the *Scio Zoning Ordinance* (Ordinance 561). The Draft ordinance dated October 2020 includes an explanation

of each change in a text box under each proposed amendment. The Ordinance was submitted to DLCD as a proposed post-acknowledge plan amendment (PAPA) on August 24, 2020, 35-days prior to the Planning Commission public hearing.

Proposed Scio Zoning Code Amendments

Section 1.010 -- Definitions

1.010	"Parking Space"	Remove the 9' x 20' parking space dimension from the definition. This allows the City to allow for standard size spaces, compact parking spaces, on-street parking spaces and specialty loading areas with larger dimensions.

Sections 5.200 to 5.250 -- Parking Standards

5.210 Applicability

5.210.A	Where Parking Regs Apply	Parking standards apply in all zones. Parking must be provided with new construction or expansion of a use.
5.210.B	Main St. & Hwy 226 Parking Exemption Area in the Commercial Zone	Exempts the North Main Commercial District and a portion of the Hwy 226 commercial area from off-street parking requirements, as shown on the enclosed map.
5.210.D	Calculating Parking Needs	Describes how the City determines the # of parking spaces needed for a new building or expanded use.

5.220 Vehicle Parking Standards

5.220.A	Minimum Parking Standards	Updates Table 5.220.A for Residential, Public, Commercial and Industrial Uses. The City used the "Model Code" and "City of Albany" parking tables to modify the number parking spaces required. Reduces parking requirements for many commercial and industrial uses.
5.210.B	Main & Hwy 226 C Zone	Exempts the N. Main Commercial District and part of the Hwy 226 Commercial zone from off-street parking requirements, as shown on map.

5.210.D	Calculating Parking Needs	Describes how the City determines the # of parking spaces needed for a new building or expanded use.
5.220.B	Credits for On-Street Parking	Allows a credit for on-street parking in front of a business.
5.220.C	Parking Location	Allows off-site parking on another parcel of land within 500' of the use and for shared parking, when the times of use are different
5.220.D	Exceptions	Adds Section to enable the City to grant an exception to the minimum parking spaces required, based on a traffic engineering analysis.
5.220.F	Compact Cars	Allows for use of compact car parking spaces.
5.220.G	ADA Compliance	Requires provision of ADA parking spaces, signs & walks.
5.220.H	Design Standards	Updates parking stall design standards.

5.230 Off-Street Loading

5.230.A	Drop-off / Pickup Areas	Allows for pedestrian/student drop-off/pickup zones.
5.230.B	Loading Zones	Defines off-street loading zones – 12' x 20' loading area.

5.240 Off-Street Parking Area – Maintenance & General Provisions

5.240.A	Maintenance	Maintenance and continuous use of the parking lot "for parking" is required & the responsibility of the owner.
5.240.C	Storage Prohibited	Use of parking spaces for outdoor storage is prohibited.

5.250 Design, Plan Review and Construction

5.250.A	Parking Plan	Parking Plan submittal is required, including storm drainage system calculations and design.
5.250.B	Construction Standards	Describes hard surface pavement, storm drainage, wheel bumpers, curbs, driveway access (in/out), clear vision, lighting, striping and landscaping requirements.
5.250.C	Performance Bond	Requires property owner to build the parking lot at time of building construction and to provide a performance bond to guarantee completion of the parking lot improvement.

Public Testimony:

The Scio Planning Commission received the following public testimony:

- Ray Rebbman, President of the Scio Historical Society, asked if the amendments will increase or change parking requirements for the Scio Depot Museum at 39004 NE 1st Avenue. He stated the museum board intends to construct a storage building on the museum site. The City's Planning Consultant responded no additional parking will be required for a small storage building. The code amendments will likely reduce parking requirements for the museum if it expands or will allow the museum to count on-street parking in order to meet parking standards.
- Planning Commissioner Ron Loewen proposed the Planning Commission consider expanding the map in Section 5.210 to exempt other commercial properties south of Thomas Creek from the minimum parking standards. He stated there are a number of parcels on Hwy 226 which have buildings occupying 75%-100% of the site and do not have land available for on-site parking. The Planning Commission concurred and modified the map.
- Fair Housing Council of Oregon (FHCO): The FHCO provided written testimony. FHCO requested a copy of the City's findings, and stated the City must address Goal 10 issues/impacts in written findings, including a discussion any impact the proposal will have on housing needs, costs and Goal 10 issues. The City provided FHCO with a copy of the October 2020 DRAFT ordinance and findings prior to the continuation of the public hearing on October 28, 2020. FHCO responded via email with a recommendation that the City add a table from the city's housing needs analysis summarizing "housing needs" in the City. Table H-22 was added to the Goal 10 section of these findings. On October 28, 2020, FHCO responded with an email concurring with the findings.

Decision Process:

These are legislative amendments to the Scio Zoning Ordinance. Two public hearings are required.

A. Planning Commission Review:

August 2020	Staff prepared and reviewed the DRAFT amendments to the Zoning Code.
August 24, 2020	Notice was provided to DLCD more than 35 days prior to the initial public hearing before the Planning Commission.
September 2020	Notice was provided to Linn County and private utilities asking for agency comments prior to the Public Hearing.
September 30, 2020	PC Hearing: The Planning Commission held a public hearing on September 30, 2020 and considered public testimony. The Fair Housing Council of Oregon (FHCO) and the Scio Historical Society provided testimony.
October 28, 2020	PC Hearing (Continued) – The Planning Commission considered changes to the map of the commercial area, where parking exemptions will be granted. Findings were prepared to address FHCO comments on the proposal. Copies of the updated staff report, Ordinance and Findings were made available on the City website and were provided to FHCO and DLCD.

B. City Council Public Hearing and Decision

January 11, 2021 City Council Hearing and Action. The City Council will hold a legislative hearing to consider the amendments. At the conclusion of the public hearing, the City Councill may:

(1) Approve the code amendments as submitted,
(2) Modify and approve code amendments as modified,
(3) Refer the issue back to the Planning Commission for reconsideration, or
(4) Reject the code amendments.

Staff and Planning Commission Recommendation: Approval

Options:

1. Continue the public hearing to the February 8, 2021 at 6:00 p.m.
2. Close the public hearing and leave the record open for seven days to allow for any party to submit written testimony to the City.
3. Close the public hearing and refer the amendments back to the Planning Commission to make modifications to the proposal.
4. Approve the amendments as presented (or as modified).

MOTIONS:

Approval — Motion to approve the amendments to the parking standards in the Scio Zoning Ordinance, as recommended by the Planning Commission (*or as amended by the City Council*).

Adoption of Ordinance 618

Motion #1: Motion to read Ordinance 618 for a first time by title only.

Motion #2: (*if approval of Motion #1 is unanimous, the Council may adopt the ordinance in one meeting. If not unanimous, the second reading and adoption must be postponed to the next regularly scheduled meeting*)

Motion to read Ordinance 618 for a second time by title only and for final adoption and direct the Mayor to execute the Ordinance, as adopted.

ORDINANCE NO. 618

AN ORDINANCE AMENDING ORDINANCE 561 – SCIO ZONING CODE

WHEREAS, the Planning Commission recommends various sections of the Scio Zoning Ordinance be amended to modify the parking standards that apply to a new development or expanded use as recommended in DLCD's Model Development Code for Small Cities; and

WHEREAS, the Scio Planning Commission held a public hearing on September 30, 2020 to consider the amendments and continued the public hearing to October 28, 2020 in order to make modifications to the proposal; and

WHERAS, the Scio Planning Commission recommends the City Council adopt the proposed amendments to the parking standards in the Scio Zoning Ordinance; and

WHEREAS, the City Council held a public hearing on January 11, 2021; and

WHEREAS, at the conclusion of the public hearing, the City Council deliberated on the proposal, and concurred with the Planning Commission recommendations;

NOW, THEREFORE, the City Council of the City of Scio hereby ordains as follows:

SECTION 1. Findings**.** Findings of fact, attached hereto as Exhibit "A" and incorporated herein are adopted as a basis for the adoption of the amendments to the Scio Zoning Ordinance.

SECTION 2. Definitions. Section 1.030 of the Scio Zoning Ordinance is hereby amended to amend the following definition:

38. Parking Space. An enclosed or unenclosed surfaced area of exclusive of maneuvering and access area, permanently reserved for the parking of one van, truck or passenger vehicle.

1.030 Parking Space. Removes 20' x 8' dimension for a parking space. See new Section 5.220.H on pages 9 and 10 for parking space dimensions figure and Table 5.220.H for parking space dimensions and table.

SECTION 3. Parking Standards. Sections 5.200 to 5.250 of the Scio Zoning Ordinance are hereby amended to read as follows:

Section 5.200. Vehicle Parking and Loading.

The design of parking areas and off-street loading areas is critically important to the viability of commercial uses, pedestrian and driver safety, the efficient and safe operation of adjoining streets, and community image and livability. The parking requirements are intended to be flexible. The standards provide for the number of parking spaces and for the location, size, and design of parking areas to ensure such areas can be accessed safely and efficiently.

Section 5.210. Applicability.

A. Where Parking Regulations Apply. The regulations of Sections 5.210 to Section 5.250 apply to all parking areas in all zones, at all times, whether parking is required by this Code or put in for the convenience of property owners or users.

At the time of construction or expansion of a building or at the time of a change in use of an existing building to a use requiring additional parking spaces within any zone in the city, off-street parking spaces shall be provided in accordance with the requirements of this Code.

B. Main Street Commercial District. Off-street parking spaces are not required for **commercial, public or institutional** uses located within the Main Street Commercial District, as shown Figure 5.210.B.

Main Street Commercial District. The Planning Commission may modify the boundary of the district. If approved, no new off-street parking will be required for new commercial uses.

PC Recommendation (9-30-2020). Increase area south of Thomas Creek. Expand the area to include "older commercial". Extend down 226 – Modify the map, in consultation with city staff.

Scio Historical Society President. Concerned with parking issues next to the Museum. Provide parking and use of the museum; 200 sf storage area is being proposed. No negative impacts to the Museum are anticipated.

C. Occupancy. All required parking areas must be developed in accordance with the requirements of this Code prior to occupancy of any structure on the subject site. Landscaping, screening, lighting or other site improvements that are shown on the approved parking lot design plans must also be installed and approved by the City prior to occupancy.

D. Calculations of Amounts of Required and Allowed Parking.

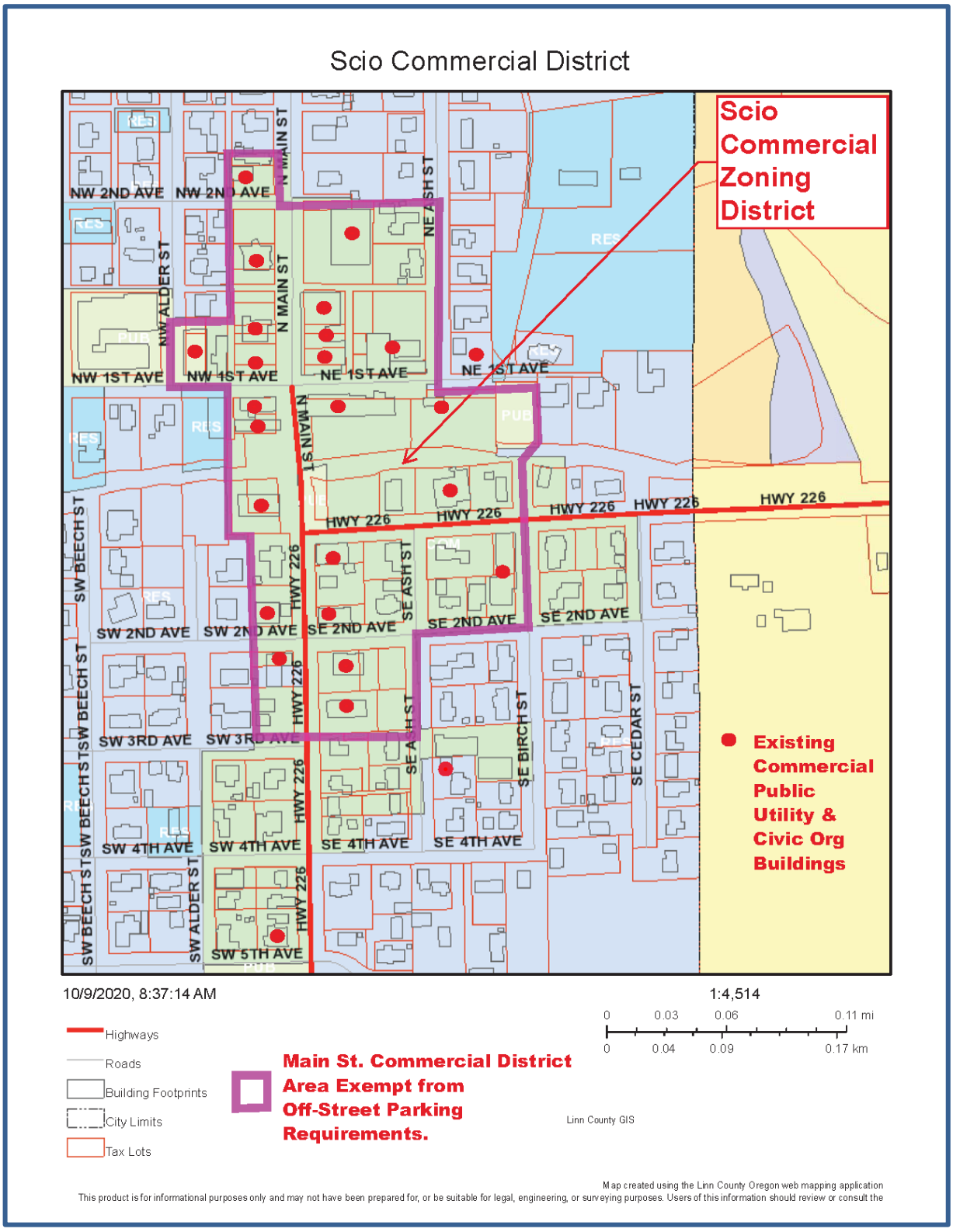
1. When computing parking spaces based on floor area, the area measured is the combined floor area of each level of a building, exclusive of vent shafts, stairwells, elevator shafts, restrooms, storage rooms, mechanical/equipment rooms and enclosed/covered parking areas.

2. The number of parking spaces is computed based on the primary uses on the site. When there are two or more primary uses, the minimum number of parking spaces for the site is the sum of the minimum required parking for the individual primary uses on the site and for each level of the building.

   Example: A 10,000 square foot building includes a 3,000 square foot retail area (Area 1) and a 7,000 square foot warehouse area (Area 2). The minimum number of required parking spaces is computed separately for the retail and warehouse uses. The required number of parking spaces is the sum for both uses (Parking Spaces for Area 1 + Parking Spaces for Area 2 = Total # of Required Parking Spaces).

E. Use of Required Parking Spaces. Except as otherwise provided by this section, required parking spaces must be available for residents, customers, or employees of the use. Required parking spaces may not be assigned in any way to a use on another site, except for shared parking pursuant to Section 5.220.C.

Figure 5.210.B
City of Scio North Main Commercial District



F. Proximity of Parking to Use.

1. Residential Uses. Required parking spaces for residential uses must be located on the site of the residential use or on a parcel or tract owned in common by all the owners of the properties that will use the parking area.

2. Non-Residential Uses. Required parking spaces for nonresidential uses must be located on the site of the use or in a parking area that has its closest pedestrian access point within 500 feet of the site *[See Section 5.220.C – "Parking Location and Shared Parking]*.

G. Improvement of Parking Areas. Vehicle parking is allowed only on streets with an improved (paved/PCC) shoulder of sufficient width; within garages, carports, and other approved structures; and on driveways or parking lots that have been developed in conformance with this Code.

Section 5.220 Vehicle Parking Standards.

The number of required off-street vehicle parking spaces shall be determined based on the minimum standards in Section 5.220.A.

A. Minimum Standards

Table 5.220.A – Vehicle Parking – Minimum Standards	
The minimum number of required off-street vehicle parking spaces shall be determined in accordance with the following standards. Off-street parking spaces may include spaces in garages, carports, parking lots, and/or driveways if vehicles are not parked in a vehicle travel lane (including emergency or fire access lanes). Credit shall be allowed for "on-street parking", as provided in Section 5.220 B. **Scio's current parking standards are noted in RED**	
Residential Uses	
Single Family detached housing, including manufactured homes on individual lots	2 spaces for each home on an individual lot **(Same)**
Single-family attached housing and two-family housing (Duplex) units	2 spaces per dwelling unit **(Same)**
Multi-family housing (3 or more dwelling units), apartments or similar group living facilities.	1.5 spaces per dwelling unit **Scio requires 2 spaces per unit for a tri-plex;** **Scio requires 1.5 spaces for multi-family housing.**
Manufactured Home Parks	2 parking spaces for each manufactured home **(Same)**
Retirement center, nursing home, assisted living center or similar care facility	1 space/ 2 patient beds or 1 space/ apartment unit, or combination thereof. **Scio requires 1 space per two beds.**
Commercial Uses	
Auto, boat or trailer sales, retail nurseries and similar uses	1 space per 1,000 sq. ft. of gross land area (1st 10,000 square feet), and 1 space per 5,000 sq. ft. of gross land area (after 1st 10,000 sq. ft. of gross land area); and 1 space per 2 employees **(Scio requires 1 space per 600 sq. ft. of floor area)**

Table 5.220.A – Vehicle Parking – Minimum Standards	
Retail sales	1 space per 350 sq. ft. of gross floor area. **(Scio requires 1 space per 200 sf)**
Bulk retail sales – furniture, appliances or similar	1 space per 750 sq. ft. of gross floor area **(Scio requires 1 space per 600 sq. ft. of floor area)**
Medical/Dental Offices	1 space per 350 sq. ft. of gross floor area. **(Scio requires 1 space per 300 sq. ft. of floor area)**
Personal services (hair salons or similar)	1 space per 500 sq. ft. of gross floor area.
Professional, real estate, insurance, general office and financial institution	1 space/500 sq. ft. of gross floor area **(Scio requires 1 space per 300 sf of floor area plus 1 space per 2 employees)**
Repair shops	1 space per 600 sq. ft. of gross floor area. **Same**
Bed and Breakfast, hotels and motels	One space for each guest room, plus one space for the manager/owner **(Scio requires 1 space per 80% of guest rooms, plus one additional space (for owner or manager).**
Restaurants, café, bar, eating establishment	1 space per 4 seats or 1 space per 200 sq. ft. gross floor area, whichever is less **(Scio requires 1 space per 200 sq. ft. gross floor area)**
Theaters, auditoriums, gymnasiums and similar assembly uses	1 space/4 seats **(Same)**
Industrial Uses	
Industrial uses, except warehousing	1 space/2 employees on the largest shift or for each 700 sq. ft. of gross floor area, whichever is less, plus one space per company vehicle **(Scio requires 1 space per employee plus 1 space per 600 sq. ft. of gross floor area).**
Self-service storage (Mini-Storage)	Two spaces plus adequate space for traffic circulation, loading and unloading.
Warehousing	1 space/ 1,000 sq. ft. of gross floor area or for each 2 employees, whichever is greater, plus one space per company vehicle. **(Scio requires 1 space per employee plus 1 space per 600 sq. ft. of gross floor area**)
Public Utilities (not including business offices)	1 space/ 2 employees on the largest shift, plus one space per company vehicle; a minimum of two spaces is required.
Public and Institutional Uses	
Pre-school, day care, or child-care centers	1 space per 2 employees plus 1 space per 10 children being cared for; plus, a designated drop-off/pickup parking space. A minimum of 2 spaces are required.
Churches and places of worship	1 space/ 6 seats **(Same)**
Libraries, reading rooms, museums and art galleries	1 space / 2 employees plus 1 per 500 sq. ft.
Public Assembly	1 space per 75 sq. ft. of public assembly area

Table 5.220.A – Vehicle Parking – Minimum Standards	
Schools, elementary and junior high	1.5 spaces/ classroom, plus 1 per 2 employees.
Exceptions or Unspecified Uses: Where a use is not specifically listed in this table or is not similar to a use listed in this table, an alternative parking requirement shall be determined and approved by the City. The City may determine the number of parking spaces based on either (1) existing parking standards from another city, the ITE Parking Generation Manual or other professional organization or (2) a parking demand analysis prepared by a traffic engineering professional that is submitted by the applicant for the proposed development.	
Exemption for North Main Street Commercial Subdistrict. No off-street parking spaces are required for commercial uses in the North Main Street Commercial Subdistrict, per Section 5.210.B. However, the "maximum parking" standards in Section 5.220.E apply if off-street parking spaces are provided for a commercial use.	

Section 5.220 Vehicle Parking Standards. (Continued)

B. Credit for On-Street Parking. Within the Commercial Zoning District, the City may allow a credit for available on-street parking adjacent to the development. The amount of required off-street parking shall be reduced by one space for every on-street parking space adjacent to the development. On-street parking shall follow the established configuration of existing on-street parking, except that angled parking may be allowed for some streets, where permitted by City and the applicable roadway authority. The following constitutes an on-street parking space:

1. Parallel parking, each 22 feet of uninterrupted curb;
2. Diagonal, each with 9 feet of curb
3. 90-degree (perpendicular) parking, each with 9 feet of curb;
4. Curb space must be connected to the lot which contains the use;
5. Parking spaces that would not obstruct a required clear vision area, nor any other parking that violates any law or street standard; and
6. On-street parking spaces credited for a specific use may not be used exclusively by that use but shall be available for general public use at all times.

C. Parking Location and Shared Parking.

1. Location. Vehicle parking is allowed only on approved parking shoulders (streets), within garages, carports and other structures, or on driveways or parking lots that have been developed in conformance with this Code.
2. Off-site parking. Except for single family dwellings, the vehicle parking spaces required by this Chapter may be located on another parcel of land, provided the parcel is within 500 feet of the use it serves. The distance from the parking area to the use shall be measured from the nearest parking space to a building entrance following a sidewalk or other pedestrian route. The right to use the off-site parking must be evidenced by a recorded deed, lease, easement, or similar written instrument.
3. Mixed uses. If more than one type of land use occupies a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the

requirements for all uses, unless it can be shown that the peak parking demands are actually less (i.e., the uses operate on different days or at different times of the day). In that case, the total requirements shall be reduced accordingly. *[See Section 5.220.D "Calculation of Amounts of Required Parking"]*

4. Shared parking. Required parking facilities for two or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlap (i.e., uses primarily of a daytime versus nighttime nature), and provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument establishing the joint use.

5. Availability of facilities. Owners of off-street parking facilities may post a sign indicating that all parking on the site is available only for residents, customers and/or employees, as applicable.

D. Exceptions and/or Reductions: An applicant may propose a parking standard that is different than those listed in Table 5.220 for an administrative review and decision by the City Manager if the parking spaces are required as part of a building permit submittal or for review by the Planning Commission if the parking spaces are required as part of a quasi-judicial land use procedure.

1. The applicant's proposal shall consist of a written request with an explanation why the parking space reduction is appropriate for the proposed use(s).

2. The City may require a parking analysis prepared by a qualified traffic engineering professional. The parking analysis shall assess the average parking demand for existing and proposed uses on the site, proposed # of parking spaces and opportunities for shared parking.

3. The City may approve the proposal or a partial reduction in the number of parking spaces, if it finds

   a. the applicant will provide an adequate number of parking spaces to serve the proposed uses, and

   b. the proposal will not negatively impact on-street parking for other uses in the area, and

   c. the proposal will not create traffic circulations problems or safety hazards on adjacent streets.

E. Maximum Number of Parking Spaces. The number of off-street parking spaces provided shall not exceed the required minimum number of spaces required by this Section by more than 25%. Spaces provided on-street do not apply towards the maximum number of allowable spaces. Parking spaces provided through "shared parking" also do not apply toward the maximum number.

F. Compact Car Parking. No more than 40% of the parking spaces provided may be designated for compact cars. Compact car spaces must be signed and/or the space painted with the words "*Compact Car Only*".

G. American with Disabilities Act (ADA) Parking Requirements. Accessible parking shall comply with ADA and Oregon Structural Specialty Code requirements, including, but not

limited to, the minimum number of spaces for automobiles, van-accessible spaces, location of spaces relative to building entrances, accessible routes between parking areas and building entrances, striping, identification signs, lighting, and other design and construction requirements.

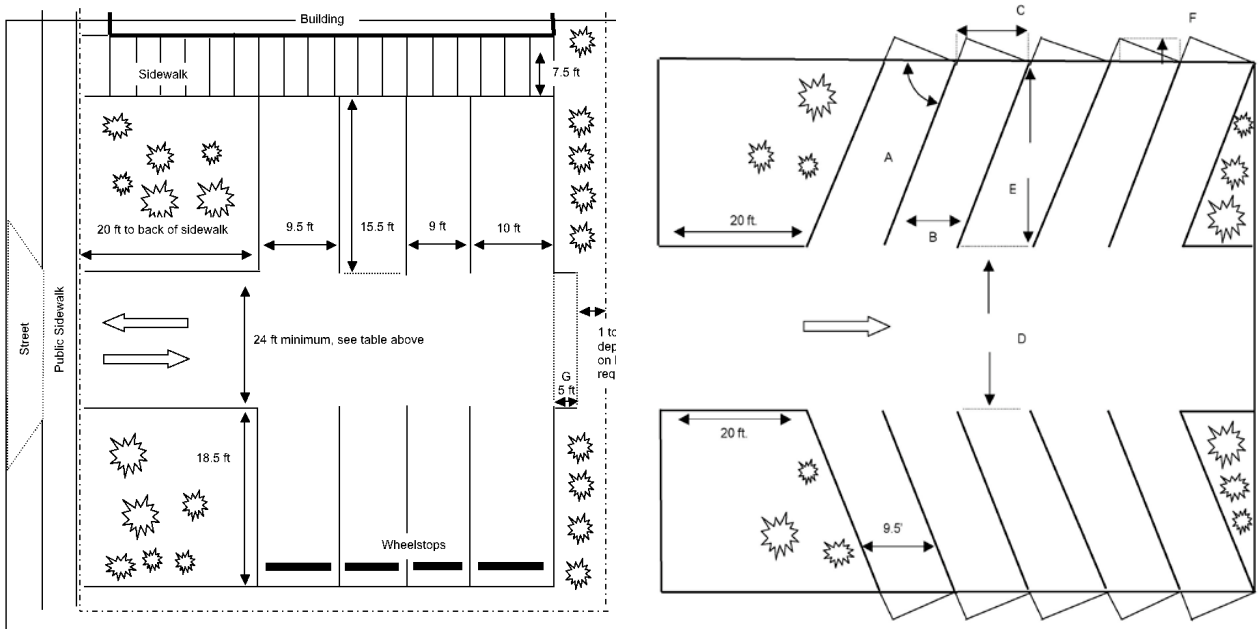
H. Parking Stall Standard Dimensions and Compact Car Parking. All off-street parking stalls shall conform to City standards for surfacing, storm water management and striping, and provide dimensions in accordance with the following Figure 5.220.H and Table 5.220.H.

Ryan – Table and Drawings from DLCD Model Code & City of Albany Code – Modify as needed. Does the City want compact spaces to be a minimum of 8' wide rather than 7.5' wide?

Table 5.220.H
Minimum Parking Space and Aisle Dimensions

Angle (A)	Type	Stall Width (B)	Curb Length (C)	1-Way Aisle Width (D)	2-Way Aisle Width (D)	Stall Depth (E)	Bumper Overhang (F)	Dead-End Backup (G)
0° (Parallel)	Standard	8 ft.	24 ft.	12 ft.	24 ft.	8 ft.	NA	NA.
30°	Standard Compact	9 ft. 7ft. 6 in.	18 ft. 15 ft.	12 ft.	24 ft.	17 ft. 14 ft.	2 ft. 3 ft.	5 ft. 5 ft.
45°	Standard Compact	9 ft. 7 ft. 6 in.	12 ft. 6 in. 10 ft. 6 in.	13 ft.	24 ft.	19 ft. 16 ft.	2 ft. 3 ft.	5 ft. 5 ft.
60°	Standard Compact	9 ft. 7 ft. 6 in.	10 ft. 6 in. 8 ft. 6 in.	18 ft.	24 ft.	20 ft. 16 ft. 6 in.	2 ft. 3 ft.	5 ft. 5 ft.
90°	Standard Compact	9 ft. 7 ft. 6 in.	9 ft. 7 ft. 6 in.	24 ft.	24 ft.	19 ft. 15 ft.	3 ft. 3 ft.	5 ft. 5 ft.

Figure 5.220.H – Parking Stall Dimensions



NOTES:

(1) For one row of stalls, use "D" plus "E" as the minimum width.
(2) When appropriate bumper overhang area is provided (extruded curbs), "F" can be subtracted from "E" to determine stall depth.
(3) Backup areas identified as "G" must be at least five feet from the property line.

Section 5.230. Off-Street Loading.

A. Passengers Pickup/Drop-off Areas. A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading children shall be located on the site of any school having a capacity greater than 25 students.

B. Merchandise, materials or supplies. Buildings to be built or substantially altered which receive and distribute material or merchandise by truck shall provide and maintain off-street loading spaces in sufficient numbers and size to adequately handle the needs of the particular use. A standard off-street loading space will be 12' wide x 20' long.

Section 5.240. General Provisions - Off-Street Parking.

A. Provision and Maintenance of Off-Street Parking. The provision and maintenance of off-street parking and loading spaces are continuing obligations of the property owner.

1. No building permit shall be issued until plans are presented that show property that is and will remain available for exclusive use as off-street parking and loading space. The subsequent use of property for which the building permit is issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading space required by this ordinance.

2. Should the owner or occupant of a lot or building change the use to which the lot or building is put, thereby increasing off-street parking or loading requirements, it shall be unlawful and a violation of this ordinance to begin or maintain such altered use until the required increase in off-street parking or loading is provided.

B. Exceptions or Unspecified Uses: Where a use is not specifically listed Table 5.220, parking requirements shall be determined by the City. The City will determine the number of parking spaces required for the proposed use based on a review of (1) existing parking standards from another city or professional organization or (2) a parking analysis submitted by the applicant for the proposed development that is prepared by a traffic engineering professional.

C. Use of Parking Spaces for Outdoor Storage Prohibited: Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only, and shall not be used for storage of vehicles or materials.

Section 5.250. Off-Street Parking – Plan Review, Design and Performance Guarantee.

A. Parking Plan Submittal. Plans for the parking lot(s) and loading area(s) shall be submitted concurrently with a land use application or a building permit application, whichever comes first. Parking lot design plans shall include storm drainage calculations and engineering plans as required by Section 13.050 of the Scio Zoning Ordinance, in compliance with the City of Scio Public Works Design standards.

B. Design and Construction Requirements. Design and construction requirements for parking lots shall include the following:

1. Surfacing. All required parking, driveways and access aisles shall be paved with a durable, dust-free surface of asphalt, cement concrete or other material approved by the City Engineer. Pervious pavements may be allowed by the City Engineer.

2. Drainage. All parking lots must provide a drainage system to dispose of the run-off generated by the impervious surface. Parking lots shall be drained to avoid flow of water across public sidewalks.

3. Perimeter Curb. Perimeter curbing is required for protection of landscaped areas, pedestrian walks and to prevent runoff onto adjacent properties. Parking spaces along the outer boundaries of a parking lot shall be contained by a curb at least four inches high and set back a minimum of five feet from the property line.

4. Wheel Bumper. All parking stalls fronting a sidewalk, alleyway, street or property line, except for those designed for a single-family or two-family dwelling, shall provide a secured wheel bumper at least six inches high and at least six feet long, set back from the front of the stall at least 2-1/2 feet, but no more than three feet. If the sidewalk is widened to 7-1/2 fee to allow for vehicle encroachment, no wheel bumpers are required.

6. Driveways and Turnaround Requirements.

   a. Parking lots with five or more parking spaces shall be served by a driveway so that no backing movements or other maneuvering within a street other than an alley will be required.

   b. Service drives to off-street parking areas shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress and maximum safety of pedestrians and vehicular traffic on the site.

   c. The number of service drives shall be limited to the minimum that will allow the property to accommodate and service the traffic to be anticipated.

   d. Service drives shall be clearly and permanently marked and defined through the use of rails, fences, walls, or other barriers or markers on frontage not occupied by service drives.

   e. Access aisles shall be of sufficient width for all vehicle turning and maneuvering.

7. Clear Vision at Driveway Entrance/Exit. Service drives shall have a minimum vision clearance area formed by the intersection of the driveway center line, the street right of way line, and a straight line joining said lines through points 20 feet from their intersection.

8. Lighting. Parking lot lighting, shall be designed to dark-sky standards so that light is directed down and the light does not shine or glare into in a residential zone, an adjacent dwelling or create a traffic hazard.

9. Striping. Lots containing five or more parking spaces shall have all required spaces permanently and clearly striped. Stripes must be at least four inches wide.

10. Parking Lot Landscaping. A minimum of 5% of the gross area of the parking lot shall be landscaped. The purpose of landscaping in parking lots is to provide shade, reduce stormwater runoff, and direct traffic. Incorporation of vegetated post-construction stormwater quality facilities in landscaped areas is encouraged.

11. Landscaping/Fencing Buffer Adjacent to Residential Uses. Parking and loading areas for non-residential uses located within a residential zone or adjacent to residential uses shall be designed to minimize disturbance of residents by providing a minimum 5' wide landscaped buffer between the parking lot and the property line and by providing a sight-obscuring fence or evergreen hedge of not less than five feet in height (except where vision clearance is required).

12. Trash Enclosures. If provided, trash enclosures shall have clear access in front of the enclosure.

C. Performance Bond Requirements. A performance bond or its equivalent, in accordance with Section 13.120 of the Scio Zoning Ordinance, may be required to guarantee completion of required parking and loading areas prior to the issuance of a certificate of occupancy.

D. Completion time for parking lots. Required parking spaces shall be improved and available for use by the time the use served by the parking lot is ready for occupancy. One 6-month time extension may be granted by the City Manager to complete the parking lot improvements. In the event the parking improvements are not completed by the time a certificate of occupancy is issued or by the date stipulated in the time extension, the City may call upon performance bond or its equivalent and the improvements thenceforth constructed under the direction of the city.

SECTION 4. Effective Date. This ordinance shall be effective on February 15, 2021.

SECTION 5. Emergency. Whereas, the City Council of the City of Scio considers it necessary that the foregoing ordinance be enacted for the protection of the peace, health and safety of the residents of the City of Scio, Oregon an emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage by the City Council and its approval by the Mayor.

SECTION 6. Severability. The provisions of this ordinance are severable. If a section, sentence, clause, or phrase of this ordinance is adjudged by a court of competent jurisdiction to be invalid, the decision shall not affect the validity of the remaining portions of this ordinance.

This Ordinance read by title only on the _____ day of _____, 2021.

This Ordinance passed on the ____day of _____ 2021 by the City Council and executed by the Mayor.

Date: _____ By: _____
GARY C. WEAVER, Mayor

Date: _____ Attest: _____
VIRGINIA A. ALLEN, City Manager

APPROVED AS TO FORM

Date: _____ By: _____
JOHN E. KENNEDY, City Attorney

Passed by the City Council: _____.

Signed by the Mayor: _____.

Attachments:
Exhibit "A" - Findings

Planning Timeline

Notify DLCD	August 25, 2020
a. Staff Report	
b. Draft Amendments (Ordinance)	
Post Notices	September 9, 2020
Provide Notice on Facebook or Newsletter	September 9, 2020
Post on City's website with staff report	September 9, 2020
PC Public Hearing	September 30, 2020
Post PC Revisions/Findings on City's website	October 14, 2020
PC Public Hearing (continued)	October 28, 2020
PC Recommendation to City Council	October 28, 2020
CC Public Hearing	January 11, 2021
1st Reading at Council	January 11, 2021
2nd Reading & Adoption	January 11, 2021 or February 8, 2021
Notify DLCD – Notice of Adoption	5 days after Mayor's execution of Ordinance

Exhibit "A"

Findings in support of the

Scio Zoning Ordinance Amendments

Sections 5.200 to 5.250 Parking Standards

Exhibit A

Findings in support of the
SCIO ZONING CODE AMENDMENTS
Parking Standards

I. Background Information

The *Scio Zoning Ordinance Amendments* update the city's parking standards in Sections 5.200 to 5.250 of the Scio Zoning Ordinance 561. The City concludes the proposal is in conformance with the following Statewide Planning Goals.

RATIONALE FOR AMENDING PARKING STANDARDS IN SCIO

In Spring 2020 the City Manager recommended the Scio Planning Commission review and update the minimum parking space requirements for commercial and industrial developments in the City of Scio. The City Manager expressed concern that the parking standards in the Scio Zoning Ordinance 561 impose standards that make it difficult to develop/redevelop property in the City's commercial zone. Parking standards developed in the 1970's and 1980's do not encourage a compact development form and require more off-street parking than is necessary for "small-town" retail or service uses. Several property owners on N. Main Street have inquired about the City's parking standards and expressed concern that they impose an unrealistic burden on new commercial uses.

The City Manager reached several conclusions which led her to refer the issue to the Scio Planning Commission:

- Existing commercial buildings on N. Main Street occupy 80%-100% of the lot area. If businesses expand or change uses, it is impossible to provide on-site parking.
- The City of Scio plans to redevelop the City Hall site at the corner of NW 1st Avenue and NW Alder Street. It cannot comply with the current off-street parking standards for a new building.
- Parking standards do not allow an on-street parking credit for spaces on the frontage next to a building, parking in an alley, or for location of off-street in another parking lot located within 500' of a commercial use.
- Design and construction standards for parking lots have not been updated in more than 20 years. New standards are needed to address ADA requirements, standard & compact spaces, loading zones, lighting, landscaping and access driveways. The updated standards need to provide clear, object standards and design requirements for development. pa

DLCD'S MODEL DEVELOPMENT CODE FOR SMALL CITIES

The Oregon Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT) have prepared a "*Model Development Code for Small Cities*" (2015 edition)" that is intended to simplify land division and zoning administration for small cities. Article 3 "Community Design Standards" of the Model Code includes Chapter 3.5 "Parking and Loading".

The City staff prepared a DRAFT ordinance to amend the parking standards in Sections 5.200 to 5.250 of the *Scio Zoning Ordinance* (Ordinance 561) to be consistent with Chapter 3.5 of the Model Code. The City of Scio's draft ordinance dated August 2020 included an explanation of each proposed change in a text box under each Section that was proposed for amendment. The draft Ordinance was submitted to DLCD as a proposed post-acknowledge plan amendment (PAPA) on August 24, 2020, 35-days prior to the Planning Commission public hearing.

II. Findings

The City of Scio submitted an application for a text amendment to the City of Scio Zoning Ordinance.

An amendment to the Scio Zoning Ordinance is reviewed based on applicable criteria found in the Statewide Planning Goals, Oregon Revised Statutes (ORS) and Oregon Administrative Rules (OAR) and the applicable goals and policies of the Scio Comprehensive Plan. The City's Planning Consultant has reviewed the proposal, including the applicant's submittals, to determine whether or not the proposal complies with the applicable standards and criteria.

A. STATEWIDE PLANNING GOALS

The applicable ORS and OAR requirements are listed under each statewide planning goal below.

GOAL 1: CITIZEN INVOLVEMENT: TO DEVELOP A CITIZEN INVOLVEMENT PROGRAM THAT ENSURES THE OPPORTUNITY FOR CITIZENS TO BE INVOLVED IN ALL PHASES OF THE PLANNING PROCESS.

The Scio Planning Commission serves as the City's appointed Citizen Involvement Committee to review and update the existing comprehensive plan and development ordinances.

Agency Coordination

The City notified the following state, county and local agency representatives during the preparation of the zoning code amendments.

1. Department of Land Conservation and Development (DLCD): A 35-day Form 1 Notice of Proposed Plan/Implementation Ordinance Amendment was provided to DLCD on-line on August 20, 2020 in compliance with the post-acknowledgment plan amendment process. DLCD did not provide any written comments.

2. Fair Housing Council of Oregon (FHCO): The FHCO provided written testimony to the City of Scio prior to the September 30, 2020 Planning Commission public hearing. They requested a copy of the City's findings, and stated the City must address Goal 10 issues/impacts in written findings, including a discussion of the impact the proposal will have housing needs, costs and Goal 10 issues. The City notified FHCO of the Planning Commission's continuation of the initial public hearing and provided FHCO with a copy of the October 2020 DRAFT ordinance and findings. FHCO responded via email with a recommendation that the City add a table from the city's housing needs analysis summarizing "housing needs" in the City. Table H-22 was added to the Goal 10 section of these findings. On October 28, 2020, FHCO responded with an email concurring with the findings.

Local Citizen Involvement:

Copies of the proposal were made available to the public for review on the City of Scio website (ci.scio.or.us) and at City Hall, 38957 NW 1st Avenue in Scio. The Zoning Ordinance amendments were available for public review on September 8, 2020, 22 days prior to the initial public hearing on September 30, 2020.

1. The City included information on the *Scio Zoning Ordinance Amendments* in a special notice mailed to all property owners on September 8, 2020. The City informed community members that

the Zoning Ordinance amendments were available on the city's website and the City would hold two public hearings. The information was posted on the City's website on September 16, 2020.

2. The Scio Planning Commission held a public hearing on September 30, 2020 as part of its regularly scheduled meeting to consider the *Scio Zoning Ordinance Amendments – Parking Standards*. At the public hearing the City received the following public testimony:

   - Ray Rebbman, President of the Scio Historical Society, asked if the amendments will increase or change parking requirements for the Scio Depot Museum at 39004 NE 1st Avenue. He stated the museum board intends to construct a storage building on the museum site. The City's Planning Consultant responded no additional parking will be required for a small storage building and that the code amendments will likely reduce parking requirements for the museum if it expands or will allow the museum to count on-street parking in order to meet parking standards.
   - Planning Commissioner Ron Loewen proposed the Planning Commission consider expanding the map in Section 5.210 to exempt other commercial properties south of Thomas Creek from the minimum parking standards. He stated there are a number of parcels on Hwy 226 which have buildings occupying 75%-100% of the site and do not have land available for on-site parking.

Public Hearings, Staff Reports and Findings:

1. The Scio Planning Commission held the initial public hearing via a Zoom meeting on Wednesday, September 30, 2020 at 7:00 pm as part of its regularly scheduled meeting. After receiving a staff report and public testimony, the Commission continued the public hearing to October 28, 2020.

2. The Commission directed the Planning Consultant to provide information to address the FHCO written testimony, the Scio Depot Museum questions and to review existing commercial parcels south of Thomas Creek to determine if additional parcels should be added to the map in Section 5.210. A revised staff report, Ordinance and findings were posted on the City's website on October 14, 2020, two weeks prior to the continued public hearing.

3. The Scio Planning Commission continued the public hearing as part of its regularly scheduled meeting on October 28, 2020. The public hearing was completed and the record was closed. The Commission deliberated on the issue and unanimously recommended the City Council adopt the *Scio Zoning Ordinance Amendments*.

4. The Scio City Council held a public hearing on November 9, 2020 as part of a regularly scheduled city council meeting to consider the proposal. Public testimony provided at the public hearing is included in the meeting minutes.

GOAL 2: LAND USE PLANNING: TO ESTABLISH A LAND USE PLANNING PROCESS AND POLICY FRAMEWORK AS A BASIS FOR ALL DECISIONS AND ACTIONS RELATED TO THE USE OF LAND AND TO ASSURE AN ADEQUATE FACTUAL BASE FOR SUCH DECISIONS AND ACTIONS.

The proposed Zoning Ordinance is consistent with Goal 2 because the City followed the land use planning process established by the existing Scio Comprehensive Plan policies and OAR 660-018 regarding post-acknowledgement plan amendments.

OAR 660-018 Post Acknowledgment Plan Amendments

660-018-0020 Notice of a proposed change to a Comprehensive Plan

The City submitted the *Scio Zoning Ordinance Amendments* to DLCD in compliance with OAR 660-018-0020. The City's submittal included (1) the proposed text of the Zoning Ordinance Amendments. In October 2020 additional documents were submitted to DLCD via PAPA On-line. These included (1) a revised notice of the city council public hearing and (2) findings demonstrating compliance with statewide planning goals, guidelines and administrative rules.

660-018-0035 DLCD Participation

The City of Scio provided DLCD an opportunity to comment on the proposed Zoning Ordinance Amendments. Patrick Wingard, DLCD regional representative, was provided a copy of the proposed amendments and asked to provide suggestions or comments.

660-018-0050 Notice of adoption of proposed change to a Comprehensive Plan or Implementation Ordinance

The City Manager or designee will provide notice of the adopted changes to DLCD and persons who participated in the local government proceedings and requested a copy of the notice of adoption.

Conclusions as to compliance with Goal 2 requirements:

The City concludes it took appropriate steps to coordinate the Zoning Ordinance amendments with affected agencies and citizens.

The City also reviewed the proposed amendments to the Zoning Ordinance parking standards to be sure they are consistent with and do not conflict with the goals and policies of the *Scio Comprehensive Plan*.

Chapter 4 "Land Uses" of the *Scio Comprehensive Plan* includes three policies that apply to the proposal:

DEVELOPMENT REGULATIONS

Policy LU-15:	Development regulations will include clear and objective standards and decision criteria for the review of development proposals or variances and minimize the use of subjective standards.
Policy LU-16:	The City will adopt land use regulations that require the provision of adequate public facilities and services as criteria for approval of development proposals.
Policy LU-17:	The City will adopt and periodically update its public works design and construction standards to promote consistent, high quality development in the community.

The City finds the updated code amendments add clarity and clear information for developers and property owners. As recommended by DLCD and ODOT, the proposed amendments provide clear, objective standards for the number of parking spaces, location of spaces, parking design standards and the provision of safe access points, landscaping and lighting.

The City concludes the proposal complies with Goal 2 and OAR 660-018.

GOAL 3: AGRICULTURAL LANDS
GOAL 4: FOREST LANDS

Goals 3 and 4 do not apply within adopted, acknowledged urban growth boundaries. The *Scio Zoning Ordinance Amendments* do not address any issues related to Goals 3 or 4.

GOAL 5: OPEN SPACES, SCENIC AND HISTORIC AREAS, AND NATURAL RESOURCES: TO PROTECT NATURAL RESOURCES AND CONSERVE SCENIC AND HISTORIC AREAS AND OPEN SPACES.

The *Scio Zoning Ordinance Amendments* do not include new inventories or protection measures for Goal 5 resources. The City has previously completed Goal 5 inventories and adopted appropriate protection measures for historic landmarks and significant local wetlands.

The City did not complete any other Goal 5 inventories in preparing the *Scio Zoning Ordinance Amendments*. The proposal is consistent with Goal 5 and the post acknowledgment plan amendment (PAPA) is consistent with *OAR 660-023-0250 (3).* The City finds it is not required to comply with the Goal 5 inventory process, significance determination and preparation of new Goal 5 protection measures because the plan update does not:

(1) create or amend a Goal 5 resource list, update the plan in order to protect a Goal 5 resource or address specific requirements of Goal 5; or

(2) allow new uses that conflict with a significant Goal 5 resource site or acknowledged resource list; or

(3) amend an acknowledged UGB or provide new information showing a significant Goal 5 resource site exists inside the Scio UGB.

The City concludes the *Scio Zoning Ordinance Amendments* comply with Goal 5.

GOAL 6: AIR, WATER AND LAND RESOURCES QUALITY: TO MAINTAIN AND IMPROVE THE QUALITY OF THE AIR, WATER, AND LAND RESOURCES OF THE STATE.

Chapter 11 on public facilities includes inventory information, goals and policies regarding the City of Scio's wastewater collection system, wastewater treatment facilities and storm drainage system. The City of Scio has not prepared a storm drainage facility master plan. The City is not required to have a storm water permit from DEQ. Two policies in Chapter 11 "Public Facilities" of the *Scio Comprehensive Plan* apply to the parking standards amendments to the Scio Zoning Ordinance.

STORM DRAINAGE FACILITIES	
Policy PF-21.	The City may require new development proposals to submit a storm drainage analysis, and proposed plans that protect water quality, ensure balanced cuts and fill, provide storm water detention or retention and comply with low impact storm water development standards.
Policy PF-22.	The City of Scio shall pursue funding to improve storm drainage facilities, reduce potential damage from shallow flooding in developed areas of Scio and/or install flood hazard mitigation measures.

The proposed parking standards include *Section 5.250. Off-Street Parking – Plan Review, Design and Performance Guarantee."* This section requires an applicant to submit engineering plans, storm drainage calculations and address surface runoff/water quality issues for any new parking lot.

Section 5.250 is also consistent with the Museum city's public works design and construction standards adopted in 2019, which required new development to utilize low impact development standards for storm drainage facilities in the City.

The City concludes the *Scio Zoning Ordinance Amendments* comply with Goal 6.

GOAL 7 - AREAS SUBJECT TO NATURAL DISASTERS AND HAZARDS: TO PROTECT LIFE AND PROPERTY FROM NATURAL DISASTERS AND HAZARDS.

Chapter 5 of the *Scio Comprehensive Plan* inventories existing natural hazards within the Scio UGB. A large section of the City is located in the Thomas Creek special flood hazard zone. In September 2010 the City adopted an updated flood management ordinance and the City issues flood development permits in compliance with the National Flood Insurance Program (NFIP).

The proposed Scio Zoning Code amendments to the City's parking standards do not modify the narrative, goals or policies in Chapter 5 of the Scio Comprehensive Plan or modify/change the adopted flood plain management standards in the Scio Flood Hazard Ordinance 579.

The City concludes the *Scio Zoning Ordinance Amendments* comply with Goal 7.

GOAL 8 - RECREATIONAL NEEDS: TO SATISFY THE RECREATIONAL NEEDS OF THE CITIZENS OF THE STATE AND VISITORS AND, WHERE APPROPRIATE, TO PROVIDE FOR THE SITING OF NECESSARY RECREATIONAL FACILITIES INCLUDING DESTINATION RESORTS.

The *Scio Zoning Ordinance Amendments* do not address any issues related to Goal 8.

GOAL 9 - ECONOMIC DEVELOPMENT: TO PROVIDE ADEQUATE OPPORTUNITIES THROUGHOUT THE STATE FOR A VARIETY OF ECONOMIC ACTIVITIES VITAL TO THE HEALTH, WELFARE AND PROSPERITY OF OREGON'S CITIZENS.

The *Scio Zoning Ordinance Amendments* modify the parking standards for new development in the Commercial, Industrial and Public zones.

Section 5.210 Exemption from Off-Street Parking Space Requirements in N. Main Commercial Area

The proposal adds a new standard exempting the North Main Commercial Area from off-street parking requirements. This commercial district includes many existing early 20th Century and mid-Century commercial buildings. The buildings occupy 75% to 100% of the parcels and do not have land available to add off-street parking. The new standard will eliminate the need for a developer/redeveloper to comply with the off-street parking standards in the Code. The City finds this change will encourage and reduce the cost of redeveloping existing commercial parcels.

Section 5.220 Number of Parking Spaces Required, On-street Parking Credit and Shared Spaces.

Section 5.220 and Table 5.220 reduce the number of required parking spaces for various permitted uses in in the Commercial, Industrial and Public zones. The August 2020 DRAFT of the proposed code amendments identify the # of parking spaces required under the existing Ordinance 561 and the reductions

recommended for specific permitted uses. In addition, Table 5.220 adds a section to permit the City to more accurately determine the number of required parking spaces for a new use. It reads:

> Excerpt from Table 5.220:
>
> Exceptions or Unspecified Uses: Where a use is not specifically listed in this table or is not similar to a use listed in this table, an alternative parking requirement shall be determined and approved by the City. The City may determine the number of parking spaces based on either (1) existing parking standards from another city, the ITE Parking Generation Manual or other professional organization or (2) a parking demand analysis prepared by a traffic engineering professional that is submitted by the applicant for the proposed development.

In a small community, fewer parking spaces are needed for storefront commercial, public and industrial uses. The advent of on-line purchasing and FEDEX type delivery services has reduced the need for on-site or off-street parking spaces at the business location. Peak demands are lower. Customers use both on-street and off-street parking to meet their needs. The reduction in the number of required parking spaces will reduce the cost of development and may encourage investment in redevelopment/development of new commercial, public and industrial uses.

Section 5.220.B, Section 5.220.C and Section 5.220.D are new sections which provide credits for existing on-street parking, shared parking, location of non-residential parking within 500 feet of the use and a case-by-case reduction or exemption to the City's parking space standards. These options are recommended in DLCD's Model Code to promote more compact urban forms and to allow for small cities to more readily accommodate mixed uses and low demand commercial, public and industrial uses.

The City finds that the proposed Zoning Code Amendments will encourage economic development activities in a smaller city. The proposal complies with Goal 9.

GOAL 10 - HOUSING: TO PROVIDE FOR THE HOUSING NEEDS OF CITIZENS OF THE STATE.

Chapter 10 "Housing" is included as a chapter in the *Scio Comprehensive Plan.* Statewide Planning Goal 10 and OAR 660-008 require Oregon's cities to inventory the existing housing supply, assess housing needs and provide a 20-year supply of buildable residentially zoned land for future housing growth and plan for the provision of public facilities in a timely manner.

The City's buildable lands analysis shows the City has a need for 14.71 acres of gross buildable residential land (12.42 net acres) through 2035 and a supply of 51.47 acres of buildable land designated for residential use. The City of Scio "Housing Needs Analysis" is included in Chapter 10 of the *Scio Comprehensive Plan*. Table H-22 in Chapter 10 estimates housing needs by type and buildable acres needed through 2035.

Table H-22
Total Acres Needed by Future Housing Type

Housing Type	SFR (Acres)	MFR (Acres)	Total Acres Needed	Density Units/Acre	# of Needed Housing Units
SFR – SFR dwellings and MH	11.00		11.00	4	44
Duplex		0.80	0.80	10	8
Apartment		0.62	0.62	13	8
Total	**11.00**	**1.42**	**12.42**		**60**

This proposal to update the Scio Zoning Ordinance parking standards does not change any residential plan designations or rezone any land for residential use. It does not affect the amount of available buildable residential land in Scio or modify the type or number of housing units needed. It does not change the approval process for development of housing.

OAR 660-0015 states

> "a local government may adopt and apply only clear and objective standards, conditions and procedures regulating the development of needed housing on buildable land. The standards, conditions and procedures may not have the effect, either in themselves or cumulatively, of discouraging needed housing through unreasonable cost or delay."

The *Scio Zoning Ordinance Amendments* does not change the number of parking spaces required for residential uses. Two parking spaces are required for single-family dwellings and for each unit in a duplex. 1.5 parking spaces are required for each dwelling unit in a multi-family dwelling.

The amendments provide clear and objective standards for the number of parking spaces and the design standards for parking lots. Standards are added to allow compact spaces, ADA spaces, reduced sizes for parking stalls and aisles, landscaping and lighting. The amendments permit joint/shared parking facilities, off-site parking within 500 feet of a multi-family residential use, on-street parking in lieu of required off-street parking spaces and a process to allow for exemption or reduction of parking spaces. The amendments also require parking lots for commercial/industrial uses to add landscape buffers when located adjacent to a residential use.

The City concludes the proposed amendments provide clear, objective standards, will make it easier for a developer to plan for and provide needed parking for a residential use, and the standards will not discourage needed housing through unreasonable cost or delay. The City proposal complies with Goal 10.

GOAL 11 - PUBLIC FACILITIES AND SERVICES: TO PLAN AND DEVELOP A TIMELY, ORDERLY AND EFFICIENT ARRANGEMENT OF PUBLIC FACILITIES AND SERVICES TO SERVE AS A FRAMEWORK FOR URBAN AND RURAL DEVELOPMENT.

Statewide Planning Goal 11 "Public Facilities and Services" requires cities "*to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.*" The purpose of Goal 11 is to ensure cities plan for and provide needed services and public facilities within the City's urban growth area. The proposed *Scio Zoning Ordinance Amendments* will reduce the number of parking spaces required for public uses. See Goal 9 findings, which are incorporated as set forth in full herein. The proposal complies with Goal 11.

GOAL 12 – TRANSPORTATION: TO PROVIDE AND ENCOURAGE A SAFE, CONVENIENT AND ECONOMIC TRANSPORTATION SYSTEM.

The proposal does not address Goal 12 issues.

GOAL 13 - ENERGY CONSERVATION: TO CONSERVE ENERGY.

The proposal reduces the number of required parking spaces for commercial, industrial and public uses. It allows for the use of joint/shared parking, use of on-street parking spaces to meet minimal parking space

requirements and the inclusion of landscaping as part of parking lot design. The proposal may reduce energy consumption by encouraging reduced reliance of fossil fuels. The proposal complies with Goal 13.

GOAL 14: URBANIZATION: TO PROVIDE FOR AN ORDERLY AND EFFICIENT TRANSITION FROM RURAL TO URBAN USE.

The proposal does not address Goal 14 issues.

B. SCIO COMPREHENSIVE PLAN GOALS AND POLICIES

The applicable goals and policies of the City's Comprehensive Plan are also listed below.

Citizen Involvement

Goal CI-1: To provide for ongoing citizen participation and involvement in the City of Scio's land use and community development programs.

Finding: The Scio Planning Commission serves as the City's appointed Citizen Involvement Committee to review and update the existing comprehensive plan and development ordinances. The City provided the public an opportunity to participate in the quasi-judicial land use proceeding, as describe in the findings for Statewide Planning Goal 1 on pages A-3 and A-4 above.

Land Use and Economic Development

Goal LU-1: The City of Scio will adopt comprehensive plan goals and policies and associated land use regulations that promote the development of a livable community.

Policy LU-8: The City supports the revitalization of Scio's downtown core on Main Street and the development of a commercial area along Highway 226. These commercial areas will serve the economic needs of the residents of Scio and the surrounding rural area.

Policy LU-15: Development regulations will include clear and objective standards and decision criteria for the review of development proposals or variances and minimize the use of subjective standards.

Policy LU-17: The City will adopt and periodically update its public works design and construction standards to promote consistent, high quality development in the community.

Goal ED-2: To revitalize Scio's commercial districts along the Main Street and Hwy 226 corridor through the City.

Findings: The Scio Comprehensive Plan policies LU-8, LU-15 and LU-17 encourages the City to adopt and update land uses regulations and public works design standards to provide clear and objective standards for development. Goal LU-1 encourages the City to adopt regulations to promote a livable community. Economic development goal ED-2 and the written narrative in the Scio Comprehensive Plan, Section 9.3.2 "Commercial and Service Business Sectors" strongly encourage the City to support revitalization of the City's commercial areas on N. Main Street and Hwy 226. As discussed in the background discussion on page A-2, the City Manager recommends the City modify parking regulations to encourage revitalization of existing commercial properties.

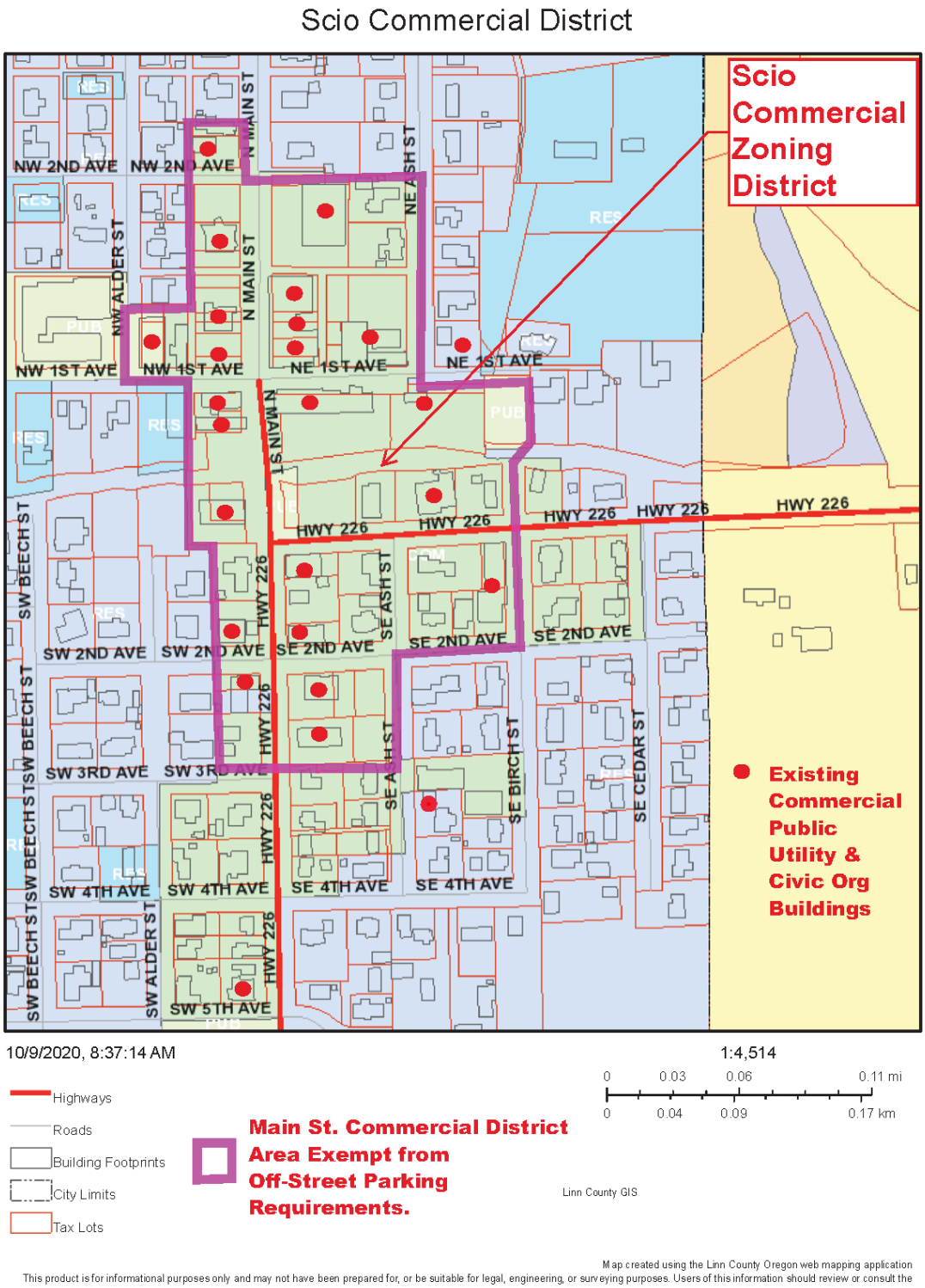
The Scio commercial district includes many existing early 20th Century and mid-Century commercial buildings. Map 1 shows the Scio Commercial Zoning District along N. Main Street and the Hwy 226 corridor and identifies a portion of the commercial district as being exempt from off-street parking requirements.

Existing structures that are currently used for commercial, public, civic/fraternal organizations and utilities are marked with a red dot. The buildings occupy 75% to 100% of the parcels and do not have land available to add off-street parking. There are also twelve existing residences in the off-street parking exemption area. These existing homes/parcels may be redeveloped for either a mixed use or commercial use.

The new parking standards eliminate the need for a developer/redeveloper to comply with the off-street parking standards in the Code. The findings under Statewide Planning Goal 9 on pages A-7 and A-8 describe new parking standards and how they will provide greater flexibility to property owners, reduce the cost of development and encourage a more compact urban form.

The City concludes the proposed Scio Zoning Code amendments to the City's parking standards comply with the applicable goals and policies of the *Scio Comprehensive Plan.*

Map 1
Scio Commercial District
Main Street Commercial District – Off Street Parking Exemption Area



Agenda Item 3

Covered Bridge Capital of the West

City of Scio
P. O. Box 37
Scio, OR 97374
Phone: 503-394-3342
Fax: 503-394-2340

M E M O R A N D U M

TO: Mayor Weaver and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Work Sessions Regarding Park/Tree and Library Advisory Board By-Laws.

DATE: January 6, 2021

Last fall I presented two sets of Advisory Board By-Laws for Scio's Parks & Tree Advisory Board and for Scio's Library Advisory Board. Due to the extensive amount of materials to review council requested that these two issues be tables and discussed in a Work Session.

As I have previously stated, Work Sessions are opened to the public for oversight, but the public does not participate. The time is set aside for council discussions only.

Once the council finished their deliberations the Work Session will be closed and any changes made to the By-Laws will be drafted up for final approval at a Scio City Council meeting. At the City Council meeting citizens will have an opportunity to question or comment on the By-Laws during "citizen comment" time.

Please be prepared to select a time to hold these two work sessions.

City Manager Report

CITY MANAGERS REPORT
Report Period December 10, 2020 – January 6, 2021

Ginger Allen, City Manager

Covid-19 Relief Funds: The City's Coronavirus Relief Fund Grant Application was receipted in on December 28, 2020. If the grant application is approved the City will receive $50,000.00 in Corona Relief Funding. The City was not told when we would hear back about the allocation of funds.

City Hall Hours: As of Monday, January 11, 2021, City Hall entrance will reopen to the general public and staff will resume regular work hours of Monday – Thursday's 7:30 – 5:00 p.m. and Fridays, 7:30 – 12:00 noon. The Library will remain closed to the public with Curb-side services only. Due to the winter weather causing, at times, extreme conditions to those who use the walk up window, I feel it's best to allow people to enter into City Hall. All persons entering City Hall will have to stay outside of the administrative office space, they will be offered the use of hand sanitizers, with social distancing and face masks required. Citizens will still have the ability to conduct business with city staff via, phone, email, on-line payments, drop box correspondence, U.S. mail and personal meeting by appointment only.

Street Sweeping: I have not forgotten about placing the official name on the street sweeper. As soon as we get some warmer/dryer weather we will place the name strips on the sweeper.