Covered Bridge Capital of the West

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

Scio City Council – Electronic Meeting

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

AGENDA

October 12, 2020 (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, October 12, 2020.

The public can join the meeting from a computer or other electronic device by logging onto https://us02web.zoom.us/j/82448101627 or dial in by phone US: 1-253-215-8782 Webinar ID: 824-4810-1627

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 August 24, 2020 City Council Minutes
- Approval of August 2020 Statement of Revenues & Expenditures
- Approval of September 2020 Statement of Revenues & Expenditures
- Approval of August 2020 Payment Journal
- Approval of September 2020 Payment Journal
- Planning Commission Minutes – July 29, 2020

CORRESPONDENCE:

- Notice of Decision – Land Use File No. 2020-06 – Property Line Adjustment
- Notice of Decision – Land Use File No. 2020-07 – Property Line Adjustment

PRESENTATIONS:

- Linn County Sheriff's Report – Presented by Sgt. Greg Klein, Linn Co. Sheriff

REGULAR SESSION

1) Resuming In Person City Council Meetings
Presented by: Ginger Allen, Scio City Manager
Action: Discussion

PUBLIC HEARING:

PL2020-06, City of Scio-Annexation and Zoning Map Amendment –
Note: Review the attached ORS197.763 (5) Statement for Information Regarding Procedures for Land Use Hearing for details of the Public Hearing Process.
Presented by: Dave Kinney, Planning Consultant

PL2020-07, City of Scio- Comp Plan Amendment and Zoning Map Amendment
Note: Review the attached ORS197.763 (5) Statement for Information Regarding Procedures for Land Use Hearing for details of the Public Hearing Process.
Presented by: Dave Kinney, Planning Consultant

RE-OPEN REGULAR SESSION

2) *Public Hearing: PL2020-06, City of Scio* – Council Deliberation and Decision -
Presented by: Dave Kinney, Planning Consultant
Action 1: Motion to Approve or Deny Application
Action 2: Motion to Approve Ordinance No. 615 if Application Approved

3) *Public Hearing: PL2020-07, City of Scio* – Council Deliberation and Decision -
Presented by: Dave Kinney, Planning Consultant
Action 1: Motion to Approve or Deny Application
Action 2: Motion to Approve Ordinance No. 616 if Application Approved

CITY MANAGERS REPORT

CITY ATTORNEY REPORT

ITEMS FROM COUNCIL

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

ADJOURNMENT:

2019 – 2020 CITY MEETING(S) CALENDAR

Monday, November 9, 2020 @ 6:00 p.m. – Scio City Hall, 38957 NW 1st Ave., Scio, Oregon
Monday, December 14, 2020 @ 6:00 p.m. – Scio City Hall, 38957 NW 1st Ave., Scio, Oregon

HOLIDAY CLOSURES

November 11, 2020 – Veteran's Day
November 25, 2020 (12:30 p.m.) thru Friday, November 27, 2020 (to 5:00 p.m.) – Thanksgiving
December 23, 2020 (12:30 p.m.) thru Friday, December 25, 2020 (to 5:00 p.m.) – Christmas
December 31, 2020 (12:30 p.m.) thru Friday, January 1, 2021 (to 5:00 p.m.) – New Year's

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

File #2020-06: Annexation of the City of Scio 14.82-acre lagoon site on SW 6th Avenue. Rezone the site to a Public (P) zone.

File #2020-07: Comprehensive Plan Map Amendment and Zone Change to a Public (P) zone for a 0.15-acre parcel at 38965 NE First Avenue.

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. ORS 222 – Annexations
B. Oregon Statewide Planning Goals and related Oregon Administrative Rules (OAR 660)
C. Scio Comprehensive Plan
D. Scio Comprehensive Plan Amendment Ordinance 496
E. 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 July 29, 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	Chairperson
B.	Declarations of Ex Parte Contact, Conflicts of Interest or Bias	
C.	Applicant's Presentation of the Application	
D.	Staff Report	Planning Consultant for the City
E.	Proponent's Testimony (persons in favor)	
F.	Opponent's Testimony (persons opposed)	
G.	General Testimony of Other Individuals or Organizations	
H.	Questions of Clarification from the Planning Commission or City Council	
I.	Applicant's Summary and Rebuttal	
J.	Staff Summary	
K.	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 Chairperson 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 Chairperson. The Chairperson will direct your question to the applicant, city staff or other person who may be able to provide an answer.
5. The Chairperson 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 August 24, 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: Ruby Sandberg, Heather Crawford, Hazel Hayes, Dean Schrunk, Pat Schrunk, Nadji Vogel, Lorraine Blatter, and Richard Androes were present via video.

CALL TO ORDER: Mayor Weaver called the Regular Session of the Scio City Council to order at 6:05 P.M., followed by the flag salute.

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

APPROVAL OF CONSENT AGENDA: Mayor Weaver asked for comments. There were none.

Councilor Eckhart moved, Councilor Meyer seconded, to approve the Consent Agenda as presented. A hand and verbal vote was taken. Motion passed 6/0

REGULAR SESSION:

1. **Ordinance No. 614, An Ordinance Amending the Scio Comprehensive Plan Map and Scio Zoning Map to Re-designate and Rezone a 0.92-acre Parcel in Block 8, Lots 1 Through 8, South Addition to Scio in Scio, Oregon – Presented by Ginger Allen, City Manager**

   Ginger Allen stated that the city charter requires that Land Use Ordinances be read at two different meetings this Ordinance was read for the first time by title only. Ms. Allen read the ordinance by title only for the second reading.

   Councilor Nuber moved to approve the second reading of Ordinance No. 614, seconded by Councilor Ferguson. A hand and verbal vote was taken and the motion passed with a vote of 6/0.

2. **Update on Basketball Hoops in City Streets – Presented by Mayor Weaver**

   Mayor Weaver reported that he went down to the location with another council member. They had a discussion with a couple of residents that live in the Thomas Creek sub-division where the hoops in question are located. The following ordinance violations were identified:

- Basketball hoops located on a number of streets in Thomas Creek Sub-division
- A set of hoops were identified on Filbert Street, across the street from each other, creating a full court
- Basketball court lines painted on Filbert Street

Mayor Weaver stated that the city cannot let this continue. It does not look good and it is not safe. He does not want the basketball hoops removed completely. Spoke with staff regarding liability. There are people willing to do fundraising to be able to install a basketball court in the city park. The city needs to have this cleaned up. Limit to one basketball hoop per household. He asked for discussion as to the placement of the basketball hoops.

Allen stated that a PowerPoint presentation of the pictures that Mayor Weaver sent had been prepared. Martin shared the presentation with the audience members so that they could see the current situation. The slides show that a make shift basketball court spanned the total width of Filbert Street and a court has been spray painted which needs to be removed, weights have been placed on the hoops which encroach upon the sidewalk area and impedes foot traffic. The painting of public property is considered defacing of public property and should be cleaned up. Mayor Weaver asked about relocating the basketball hoops to the dead end street (SW 3rd Avenue). City Staff and City Manager, Allen does not see this as an option given the fact that the city would just be relocating the same problem. In addition, fencing of adjacent properties and the city's lift station makes this unfavorable. Staff will not be available to retrieve basketballs that would make their way into the lift station.

Councilor Whalen stated that it is not unusual for someone to come to his door to retrieve balls that have gone over the fence. This is a regular occurrence.

Councilor Eckhart stated that she had driven out to the area earlier in the day and counted 18 hoops on the sidewalk or in the street within a few short blocks.

Ms. Allen stated that the city does have a liability when things are allowed to inhabit a city street. City Attorney Jeffery Clayson was asked to speak to the city regarding the liability issues. Mr. Clayson stated that anytime someone is doing something on a city street there is a potential liability for the city. He stated that he has looked into what other cities in the area do in regards to this situation. Some cities require permits; some require that if a driveway meets some minimal standards, such as size and slope then the hoops are required to be located within the driveway. Some cities have enacted time and place restrictions. Other cities restrict number of hoops that can be located on the street. Permits have a liability waiver in them they provide immunity for the city for any liability that may stem from any accidents that may occur. He stated that there are many options that the city can impose.

Councilor Ferguson asked for an example of what the city might be liable for if a permit was not issued. Clayson stated that some cities limit placement so that

they are not located within so many feet of manhole covers, mailboxes, damaged streets can also open up the city to liability. Some cities have ordinances that state if a homeowner has a portable basketball hoop they are waiving liability of the city. Ferguson stated that with everything that is going on in the world she has no interest in taking away physical activity and something for the kids to do. Ms. Ferguson stated that she did not think that they needed to dominate the entire street, and that the spray paint needs to be removed at the cost of the responsible party, to the city's satisfaction. She stated that she was in favor of implementing an ordinance stating that it would be the homeowner's responsibility or liability for hoops that are placed out there and for anything that occurs as a result of the hoop. Ferguson asked for clarification on the noise ordinance as to time. Ferguson asked about curfew as well.

Nuber stated that she thought that this was only going to be a temporary thing with the hoops.

Ms. Eckhart stated that one concern with that is COVID is not over. That even though the parks may be open, it does not take care of the problem.

Councilor Whalen stated that if it makes sense during COVID, then it makes sense post COVID. If it is a good rule, then it should be made a permanent rule.

Clayson stated that if it fits within a driveway then there is no reason that they cannot play within a driveway if the driveway is suitable as opposed to playing in the street. This waives city liability.

Lorraine Blatter, SW Filbert Street, property is located next to the area in question. She stated that she has probably the most encroachment occurring on her property. There is not any difference between COVID and No COVID for how much activity is at this particular basketball hoop. This has been an issue for the past three years. The activity increased when the second hoop was added. The encroachment was just as bad with one hoop other than the painting on the street. It fell over in bad weather, was busted up, they bought a new one, and now the broken one is located across the street. The amount of kids is the same; the issues are the same no matter if it is one hoop or two. Ms. Blatter stated that she had a couple of questions. 1) The park at the dead-end street – thought this would be a good place for a play structure.

Mayor Weaver asked for clarification if she was talking about the one at the end of the cul-de-sac. She was.

Ms. Allen spoke about the park funds that were allocated through the budget process. The current park funds were dedicated to the revitalization of the Covered Bridge Park, next year the funds could be dedicated to the Thomas Creek Park. We are also looking for grant opportunities. There are several improvements that need to be made.

Ms. Blatter stated that she was happy to hear this and that she and her husband would love to start a donation and fundraising effort to help with the Thomas Creek Park project. She stated that it would be nice to have a basketball area at the park. Ms. Blatter asked how it could be enforced, building a place for the kids to use doesn't mean they are going to use it and that they won't just continue to play outside their houses.

Mayor Weaver stated that this is the plan. When the park is built, there will still not be enough hoops for everyone to play. It will not solve the home court issue.

Ms. Blatter stated that she thought it was a good idea for the city to enact an ordinance of household responsibility and locating the hoops in driveways would make a massive difference. She stated that she is constantly worried about hitting someone when backing out of her own driveway, let alone at night when there is still a lot of kids out there.

Weaver stated that safety is the issue.

Councilor Nuber stated that she does not feel good about putting the hoops in the road and having kids darting in and out of traffic. She stated that personal hoops need to be on personal property.

Ms. Allen stated in the Scio Municipal Code *Chapter 22, Article VI. - Offenses Involving Public Peace and Order, Division 1. – Generally, Section 22-150. – Juvenile Curfew.* (a) It is unlawful for any minor under the age of 18 years to be in any public place between 10:00 p.m. and 4:00 a.m. Ms. Allen stated that regarding noise violations, the noise would have to be measured with a noise meter to determine if it violates the noise ordinance. Ms. Allen stated that she likes the suggestions of Mr. Clayson. That if you are going to have a basketball hoop in the street, then a release of liability would need to be signed and stop at a certain time. This doesn't have to be the same as the noise ordinance.

Ms. Blatter stated that individuals play at these hoops well after 10:00 pm and up until midnight on various days of the week.

Councilor Meyer stated that most of the driveways in the Thomas Creek Subdivision are sloped to the street. That having the hoops in the driveways with the slope the balls will still be going into the streets.

Councilor Nuber – still at their risk.

Councilor Gray asked if the participation in the games increased when the hoops were put on opposite sides of the street. Ms. Blatter stated that it is about the same.

Meyer stated that the play is no different than playing half court, in this location they just rotate side to side.

Ms. Blatter stated that this is not just kids. A lot of adults are out there playing.

Weaver stated that the full court has to be removed. It is a liability to the city if it is allowed to continue. He suggested that only one basket per family, and an ordinance needs to be developed to determine where they should be placed.

Meyer spoke about curfew and school resuming; this may bring them in sooner.

Whalen stated that the time really hasn't changed with it being summer. He stated that the council should also look at a time limit.

Allen encouraged that consideration be given to limit the number of hoops that can be placed in the area. Not every home should be allowed to have one. Parking spaces are eliminated with the placement of basketball hoops. She asked Mr. Clayson to do more research and obtain copies of the ordinances from other cities.

Mr. Clayson stated that the city has a lot of options in developing an ordinance to regulate basketball hoops in relation to health and safety. These can be time and day restrictions, number on a street, curfew, etc. Ms. Allen stated that another resource when developing the ordinance is that when the subdivision went in there were HOAs established and we may want to look at the rules that were originally established for that area.

Whalen asked for more information on the HOA.

Ms. Allen stated that she did some research on the HOA recently and discovered that the developer did record all of the documents that were required. The developer did file the Codes, Covenants and Restrictions with Linn County, along with the By-laws for the HOA, what hasn't been filed is the actual HOA association. For whatever reason it was not filed with Linn County. They never established a board of directors. Ms. Allen stated that since the work was already done on the CCR's, those provisions could be used as a resource for the ordinance development.

Ms. Blatter asked about developing the HOA. Ms. Allen stated that the homeowners would need to organize themselves. HOA's have to comply with the city ordinances.

Whalen stated that he is concerned with safety. If only one or two are causing the problem, those are the ones that need to be addressed. Liability issues should have a signed document.

Allen asked for direction for staff. Ferguson stated that the homeowners needed to be contacted ASAP to clean up the spray paint, on the street and sidewalk. Weaver stated that the broken hoop needs to be removed, limit to one basket. Whalen asked if a committee could be established.

Allen stated a letter would be sent to the property owner requesting that they clean up the paint, remove broken hoop, only one per household for time being. Weaver stated he would like a committee to be made to help draw up the ordinance.

Allen stated that an ad hoc committee could be established, appointed by the council. Allen asked Clayson to send a release statement that could be used by the city to have the homeowners that currently have basketball hoops sign.

Eckhart asked if the noise could also be put in the letter.

Richard Androes stated that the form that is signed also needs to include any houseguest.

Clayson stated the liability waiver would be for the property owner, it would waive the city of all liability, and the homeowner would be taking on all responsibility.

Allen recapped what the letter would address: remove paint to city satisfaction, limited to one basketball hoop to be placed near the own home, put in information regarding the noise ordinance information and the removal of red vehicle by city lift station.

Whalen asked about a time limit. Allen stated there would be a two to three week time frame to meet the requests.

Weaver asked about ordinance, should it include homemade ramps and items like that as well. Clayson stated that they can be combined.

Ms. Blatter volunteered to be on the committee. She stated she would also volunteer for the park committee.

The regular session was adjourned at 7:05 pm.

PUBLIC HEARING:

Vacation of City Owned Properties – Presented by Ginger Allen, City Manager

Ms. Allen stated that a public hearing was held on Monday, August 10, 2020 for the vacation of city owned properties. That hearing was held open to tonight's meeting. Ms. Allen opened the public hearing at 7:06 pm.

Ms. Allen reviewed the public hearing process, asked the audience if there were any objections to the notice and the jurisdiction of the City Council. There were none. She then reviewed exparte contact, conflicts of interest and bias with the council. Councilor Eckhart stated that she is one of the affected property owners and she was excused from the council. She may participate in the hearing as a citizen.

Ms. Allen stated that following the August 10, 2020 public hearing, letters were sent to all property owners adjacent to the 12 strips of land that are being considered for vacation. Since that meeting staff has addressed a number of questions from various adjacent property owners. At the time of the preparation of the staff report no adjacent property owner has expressed the desire to "not receive" their portion of the vacated property. Since that time Ms. Allen stated that she has since learned that a couple of property owners may be interested in deferring their rights to a particular strip.

Ms. Allen reviewed the steps that will take place after the close of the public hearing and decision by the council.

Ms. Allen stated that there are two strips in which the adjacent property owners have asked for modification to the division of the property. These strips are numbered 4 & 6 on the map attached to the staff memo dated August 24, 2020, the city will need to schedule meetings with these property owners to discuss the requested change in distribution.

Ms. Allen stated that since there have not been any requests to modify the distribution of any of the other strips, there is no need to have meetings with the property owners adjacent to them and the city can proceed forward as recommended by staff.

City Attorney Clayson stated that the property owners who want to divide the strips differently can do so. They must all agree to the redistribution in writing and then the strips can be divided in a different manner than originally proposed. They would be responsible for any additional fees such as survey costs or filing fees.

Ms. Allen reiterated that those property owners would be responsible for any additional fees. She stated that staff is prepared to move forward with the vacation of the property strips, with the exception of the two in question. Meetings will be arranged with the property owners and city's legal counsel.

Ruby Sandberg, NW 3rd Avenue, asked if the city was going to vacate the property and there is no choice. Once the city vacates it would be up to private parties to re-file or re-survey.

Ms. Allen stated that during previous conversation held with Ms. Sandberg, she was consulting with the city's legal advisor as to whether or not the city could help with the redistribution of the property without causing another survey. Mr. Clayson has informed the council tonight that the city can have meetings with the property owners and try to re-align as per request by property owners and try and save some surveying funds. If it does have to be re-surveyed then the new survey would be done at the cost of the property owners. We can then move forward and avoid going through two processes. This could save filing fees.

Ms. Sandberg stated that if all parties can agree to having lines redrawn it. Ms. Allen stated that Linn County does require survey drawings. It is better to do this than having the city vacate as proposed and then have the property owners file for a lot line adjustment and have to resurvey.

Allen asked if there were any questions from Council. There were none.

The public hearing was closed at 7:20 pm.

RECONVENE REGULAR SESSION:

Councilor Whalen moved to proceed with the vacation of properties, seconded by Councilor Meyer. A hand and verbal vote was taken and the motion passed with a vote of 5/0. Councilor Eckhart was excused from council during this process.

Allen reiterated that the next steps in vacation of the properties will include: working with legal counsel in preparing an ordinance and arranging meetings with the property owners adjacent to the two strips in question to re-delineate the strips.

CITY MANAGER REPORT: Allen added that she will be leaving on vacation following this meeting. She will work with staff to get the letter out on the basketball hoops. She stated that she is available by cell phone, and will send her contact information to the council via email. She will be returning on September 8th. Kostanty Knurowski will be Interim City Manager during her vacation.

CITY ATTORNEY'S REPORT: Presented by Jeffrey Clayson – None.

ITEMS FROM THE COUNCIL:

Nuber: Asked about the City Manager Contract, Weaver stated that he would have added to the next city council meeting. Ms. Allen stated that she will add an Executive Session to the September 14, 2020 Agenda.

BUSINESS FROM THE PUBLIC: There was none.

Weaver thanked everyone for being here.

The meeting was adjourned at 7:25 p.m.

The next regular meeting is scheduled for September 14, 2020 at 6:00 p.m.

Cathy Martin
Administrative Assistant

General Fund

Statement of Revenue and Expenditures

Acct		Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jul 2020 Aug 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	1,338.25	1,338.25	250,000.00	248,661.75	0.5%
4211	Cigarette Tax	128.51	128.51	900.00	771.49	14.3%
4212	Liquor Control Taxes	693.79	2,314.50	15,000.00	12,685.50	15.4%
4213	Marijuana Tax	0.00	0.00	2,700.00	2,700.00	0.0%
	Total Tax Receipts	$2,160.55	$3,781.26	$268,600.00	$264,818.74	
Government Receipts						
4240	Intergovernmental	2,477.37	2,477.37	8,500.00	6,022.63	29.1%
	Total Government Receipts	$2,477.37	$2,477.37	$8,500.00	$6,022.63	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	0.00	2,700.00	2,700.00	0.0%
4252	Franchise - Pacific Power	797.92	1,634.48	12,000.00	10,365.52	13.6%
4253	Franchise - Republic Servic	0.00	661.21	2,800.00	2,138.79	23.6%
4254	Franchise - Scio Cablevision	77.76	156.96	900.00	743.04	17.4%
4255	Franchise - SMTA	39.28	77.61	500.00	422.39	15.5%
	Total Franchise Fees	$914.96	$2,530.26	$18,900.00	$16,369.74	
Fees & Permits						
4271	Planning Fees	16.25	16.25	10,000.00	9,983.75	0.2%
4272	Building Permits	16.25	153.13	3,000.00	2,846.87	5.1%
	Total Fees & Permits	$32.50	$169.38	$13,000.00	$12,830.62	
Fines and Forfeitures						
4290	Fines and Forfeitures	0.00	84.50	100.00	15.50	84.5%
	Total Fines and Forfeitures	$0.00	$84.50	$100.00	$15.50	
Other Revenue						
4110	Investment Earnings	0.00	310.95	0.00	(310.95)	0.0%
4260	Library Income	0.00	0.00	6,500.00	6,500.00	0.0%
4261	Library Fees	0.00	30.00	3,000.00	2,970.00	1.0%
4262	Library Donations	50.00	3,450.00	3,900.00	450.00	88.5%
4263	Library Grants	0.00	0.00	13,985.00	13,985.00	0.0%
4350	Miscellaneous	40.00	80.00	2,500.00	2,420.00	3.2%
4360	Veterans Memorial Park	0.00	50.00	908.00	858.00	5.5%
	Total Other Revenue	$90.00	$3,920.95	$30,793.00	$26,872.05	
	Revenue	$5,675.38	$12,963.72	$339,893.00	$326,929.28	
	Gross Profit	$5,675.38	$12,963.72	$339,893.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	5,888.39	12,119.99	72,136.00	60,016.01	16.8%
5120	Payroll Taxes	487.24	1,004.94	9,017.00	8,012.06	11.1%
5130	Benefits	2,498.19	4,995.31	30,406.00	25,410.69	16.4%
	Total Personnel Services	$8,873.82	$18,120.24	$111,559.00	$93,438.76	
Materials and Services						
6210	Advertising	0.00	0.00	550.00	550.00	0.0%
6220	City Attorney	440.00	440.00	2,640.00	2,200.00	16.7%
6230	Contract Services	264.75	553.75	5,325.00	4,771.25	10.4%
6250	Police Services	15,765.75	15,765.75	66,000.00	50,234.25	23.9%
6260	Materials & Supplies	230.82	1,080.48	3,000.00	1,919.52	36.0%
6270	Community Involvement	150.00	150.00	4,900.00	4,750.00	3.1%
6280	Miscellaneous	878.28	878.28	1,500.00	621.72	58.6%
6290	Bank Charges and Fees	31.31	66.29	600.00	533.71	11.0%

General Fund

Statement of Revenue and Expenditures

Acct		Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jul 2020 Aug 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						
6310	Insurance	0.00	4,692.95	5,260.00	567.05	89.2%
6320	Education	0.00	0.00	250.00	250.00	0.0%
6330	Grant Expenses	0.00	0.00	381.00	381.00	0.0%
6341	Utilities - Electricity	1,365.15	2,708.60	17,000.00	14,291.40	15.9%
6342	Utilities - Gas	5.02	5.22	600.00	594.78	0.9%
6343	Utilities - Telephone	63.00	122.85	1,450.00	1,327.15	8.5%
6344	Utilities - Garbage	9.69	19.38	150.00	130.62	12.9%
6350	Equipment Maintenance	0.00	0.00	150.00	150.00	0.0%
6360	Building Maintenance	10.99	150.99	300.00	149.01	50.3%
6370	Flood Mitigation	0.00	3,504.50	15,000.00	11,495.50	23.4%
6381	Library - Books	123.47	1,392.94	4,600.00	3,207.06	30.3%
6382	Library - Audio/Visual	0.00	0.00	750.00	750.00	0.0%
6383	Library - Journals/Periodical	0.00	0.00	350.00	350.00	0.0%
6384	Library - Materials & Suppli	13.49	17.99	700.00	682.01	2.6%
6385	Library - Miscellaneous	0.00	0.00	400.00	400.00	0.0%
6386	Library - Technical Support	0.00	0.00	2,700.00	2,700.00	0.0%
6387	Library - Donations	0.00	3,261.85	3,900.00	638.15	83.6%
6388	Library - Grants	458.92	458.92	13,985.00	13,526.08	3.3%
6390	Planning	444.62	1,620.22	10,000.00	8,379.78	16.2%
6400	Parks	98.95	252.85	13,000.00	12,747.15	1.9%
6401	Veterans Memorial Park	0.00	0.00	908.00	908.00	0.0%
6410	Senior Services	0.00	0.00	500.00	500.00	0.0%
	Total Materials and Services	$20,354.21	$37,143.81	$176,849.00	$139,705.19	
Capital Outlay						
7100	Property Acquisition/Buildin	520.00	2,416.25	400,000.00	397,583.75	0.6%
	Total Capital Outlay	$520.00	$2,416.25	$400,000.00	$397,583.75	
Other Expenses						
7600	Building Loan	0.00	0.00	20,000.00	20,000.00	0.0%
	Total Other Expenses	$0.00	$0.00	$20,000.00	$20,000.00	
	Expenses	$29,748.03	$57,680.30	$708,408.00	$650,727.70	
	Revenue Less Expenditures	($24,072.65)	($44,716.58)	($368,515.00)	$0.00	
Other Revenue						
Extraordinary Income						
4900	Bldg Permit Pass Thru Inco	113.10	840.32	0.00	(840.32)	0.0%
	Total Extraordinary Income	$113.10	$840.32	$0.00	($840.32)	
	Other Revenue	$113.10	$840.32	$0.00	($840.32)	
Other Expenses						
Extraordinary Expense						
9500	Bldg Permit Pass Thru Expe	727.22	727.22	0.00	(727.22)	0.0%
	Total Extraordinary Expense	$727.22	$727.22	$0.00	($727.22)	
	Other Expenses	$727.22	$727.22	$0.00	($727.22)	
	Net Change in Fund Balance	($24,686.77)	($44,603.48)	($368,515.00)	$0.00	
Fund Balances						
	Beginning Fund Balance	481,257.35	501,174.06	0.00	0.00	0.0%
	Net Change in Fund Balanc	(24,686.77)	(44,603.48)	(368,515.00)	0.00	0.0%
	Ending Fund Balance	456,570.58	456,570.58	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jul 2020 Aug 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						
4211	Cigarette Tax	38.65	38.65	0.00	(38.65)	0.0%
4212	Liquor Control Taxes	693.79	693.79	0.00	(693.79)	0.0%
4220	State Highway Taxes	3,841.55	7,758.25	60,000.00	52,241.75	12.9%
	Total Tax Receipts	$4,573.99	$8,490.69	$60,000.00	$51,509.31	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	0.00	2,700.00	2,700.00	0.0%
4252	Franchise - Pacific Power	797.92	1,634.48	12,000.00	10,365.52	13.6%
4253	Franchise - Republic Servic	0.00	661.21	2,800.00	2,138.79	23.6%
4254	Franchise - Scio Cablevision	77.76	156.96	900.00	743.04	17.4%
4255	Franchise - SMTA	39.28	77.60	500.00	422.40	15.5%
	Total Franchise Fees	$914.96	$2,530.25	$18,900.00	$16,369.75	
	Revenue	$5,488.95	$11,020.94	$78,900.00	$67,879.06	
	Gross Profit	$5,488.95	$11,020.94	$78,900.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	1,872.72	3,832.79	23,352.00	19,519.21	16.4%
5120	Payroll Taxes	154.34	316.66	2,919.00	2,602.34	10.8%
5130	Benefits	642.41	1,283.04	7,802.00	6,518.96	16.4%
	Total Personnel Services	$2,669.47	$5,432.49	$34,073.00	$28,640.51	
Materials and Services						
6210	Advertising	0.00	0.00	250.00	250.00	0.0%
6220	City Attorney	220.00	220.00	1,320.00	1,100.00	16.7%
6230	Contract Services	52.95	110.75	1,250.00	1,139.25	8.9%
6240	Engineering Consultants	0.00	0.00	2,000.00	2,000.00	0.0%
6260	Materials & Supplies	175.53	521.51	4,100.00	3,578.49	12.7%
6290	Bank Charges and Fees	9.99	20.81	150.00	129.19	13.9%
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	12.72	100.00	87.28	12.7%
6350	Equipment Maintenance	0.00	21.00	500.00	479.00	4.2%
6360	Building Maintenance	0.00	0.00	50.00	50.00	0.0%
	Total Materials and Services	$464.83	$1,845.38	$11,030.00	$9,184.62	
Capital Outlay						
7140	Bike and Walkway Improve	0.00	0.00	750.00	750.00	0.0%
7150	Capital Improvements	0.00	0.00	25,000.00	25,000.00	0.0%
	Total Capital Outlay	$0.00	$0.00	$25,750.00	$25,750.00	
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	$3,134.30	$7,277.87	$80,853.00	$73,575.13	
	Revenue Less Expenditures	$2,354.65	$3,743.07	($1,953.00)	$0.00	
	Net Change in Fund Balance	$2,354.65	$3,743.07	($1,953.00)	$0.00	
Fund Balances						
	Beginning Fund Balance	73,074.91	71,686.49	0.00	0.00	0.0%
	Net Change in Fund Balanc	2,354.65	3,743.07	(1,953.00)	0.00	0.0%
	Ending Fund Balance	75,429.56	75,429.56	0.00	0.00	0.0%

Water Fund

Statement of Revenue and Expenditures

Acct		Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jul 2020 Aug 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						
4350	Miscellaneous	0.00	330.55	1,000.00	669.45	33.1%
	Total Other Revenue	$0.00	$330.55	$1,000.00	$669.45	
User Fees						
4300	User Fees	33,534.85	55,607.76	314,000.00	258,392.24	17.7%
4301	Late Charges	100.48	151.46	1,000.00	848.54	15.1%
4302	24 Hour Notice	0.00	0.00	1,500.00	1,500.00	0.0%
4304	Backflow Test	0.00	0.00	2,450.00	2,450.00	0.0%
4310	New Connections	0.00	0.00	28,000.00	28,000.00	0.0%
4320	Water Deposits	300.00	600.00	4,000.00	3,400.00	15.0%
	Total User Fees	$33,935.33	$56,359.22	$350,950.00	$294,590.78	
	Revenue	$33,935.33	$56,689.77	$351,950.00	$295,260.23	
	Gross Profit	$33,935.33	$56,689.77	$351,950.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	7,114.70	14,576.35	89,047.00	74,470.65	16.4%
5120	Payroll Taxes	587.92	1,207.23	11,131.00	9,923.77	10.8%
5130	Benefits	2,512.35	5,017.25	30,506.00	25,488.75	16.4%
	Total Personnel Services	$10,214.97	$20,800.83	$130,684.00	$109,883.17	
Materials and Services						
6210	Advertising	0.00	0.00	700.00	700.00	0.0%
6220	City Attorney	770.00	770.00	4,620.00	3,850.00	16.7%
6230	Contract Services	370.65	1,569.75	8,380.00	6,810.25	18.7%
6240	Engineering Consultants	0.00	0.00	1,000.00	1,000.00	0.0%
6260	Materials & Supplies	319.60	2,576.42	14,200.00	11,623.58	18.1%
6280	Miscellaneous	0.00	0.00	2,500.00	2,500.00	0.0%
6290	Bank Charges and Fees	35.16	73.49	600.00	526.51	12.2%
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	1,099.96	1,857.80	10,000.00	8,142.20	18.6%
6342	Utilities - Gas	5.65	5.85	700.00	694.15	0.8%
6343	Utilities - Telephone	81.02	157.99	1,800.00	1,642.01	8.8%
6344	Utilities - Garbage	6.36	12.72	100.00	87.28	12.7%
6350	Equipment Maintenance	0.00	35.00	4,500.00	4,465.00	0.8%
6360	Building Maintenance	10.99	10.99	500.00	489.01	2.2%
6420	Water Deposit Refunds	600.00	700.00	4,000.00	3,300.00	17.5%
	Total Materials and Services	$3,299.39	$14,340.14	$61,970.00	$47,629.86	
Capital Outlay						
7160	Equipment	3,591.21	5,550.05	110,000.00	104,449.95	5.0%
	Total Capital Outlay	$3,591.21	$5,550.05	$110,000.00	$104,449.95	
Other Expenses						
7500	Water Loan	2,110.96	4,221.92	50,500.00	46,278.08	8.4%
7600	Building Loan	0.00	0.00	10,000.00	10,000.00	0.0%
	Total Other Expenses	$2,110.96	$4,221.92	$60,500.00	$56,278.08	
	Expenses	$19,216.53	$44,912.94	$363,154.00	$318,241.06	
	Revenue Less Expenditures	$14,718.80	$11,776.83	($11,204.00)	$0.00	
	Net Change in Fund Balance	$14,718.80	$11,776.83	($11,204.00)	$0.00	

Water Fund

Statement of Revenue and Expenditures

Acct		Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jul 2020 Aug 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	108,237.27	111,179.24	0.00	0.00	0.0%
	Net Change in Fund Balanc	14,718.80	11,776.83	(11,204.00)	0.00	0.0%
	Ending Fund Balance	122,956.07	122,956.07	0.00	0.00	0.0%

Sewer Fund

Statement of Revenue and Expenditures

Acct		Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jul 2020 Aug 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	19,763.42	35,209.76	216,200.00	180,990.24	16.3%
4301	Late Charges	100.47	151.45	1,000.00	848.55	15.1%
4302	24 Hour Notice	0.00	0.00	1,500.00	1,500.00	0.0%
4310	New Connections	0.00	0.00	20,000.00	20,000.00	0.0%
	Total User Fees	$19,863.89	$35,361.21	$238,700.00	$203,338.79	
	Revenue	$19,863.89	$35,361.21	$238,700.00	$203,338.79	
	Gross Profit	$19,863.89	$35,361.21	$238,700.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	7,114.72	14,576.38	89,047.00	74,470.62	16.4%
5120	Payroll Taxes	587.92	1,207.24	11,131.00	9,923.76	10.8%
5130	Benefits	2,512.35	5,017.25	30,506.00	25,488.75	16.4%
	Total Personnel Services	$10,214.99	$20,800.87	$130,684.00	$109,883.13	
Materials and Services						
6210	Advertising	0.00	0.00	700.00	700.00	0.0%
6220	City Attorney	770.00	770.00	4,620.00	3,850.00	16.7%
6230	Contract Services	370.65	1,859.75	13,520.00	11,660.25	13.8%
6240	Engineering Consultants	0.00	0.00	2,000.00	2,000.00	0.0%
6260	Materials & Supplies	392.93	2,092.12	15,550.00	13,457.88	13.5%
6280	Miscellaneous	0.00	0.00	200.00	200.00	0.0%
6290	Bank Charges and Fees	34.96	72.84	500.00	427.16	14.6%
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	407.84	704.97	4,750.00	4,045.03	14.8%
6342	Utilities - Gas	139.47	274.12	2,500.00	2,225.88	11.0%
6343	Utilities - Telephone	81.02	157.99	1,800.00	1,642.01	8.8%
6344	Utilities - Garbage	7.87	15.74	125.00	109.26	12.6%
6350	Equipment Maintenance	5.99	2,112.58	15,000.00	12,887.42	14.1%
6360	Building Maintenance	10.99	10.99	400.00	389.01	2.7%
	Total Materials and Services	$2,221.72	$14,641.23	$69,785.00	$55,143.77	
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	$12,436.71	$35,442.10	$210,469.00	$175,026.90	
	Revenue Less Expenditures	$7,427.18	($80.89)	$28,231.00	$0.00	
	Net Change in Fund Balance	$7,427.18	($80.89)	$28,231.00	$0.00	
Fund Balances						
	Beginning Fund Balance	27,734.27	35,242.34	0.00	0.00	0.0%
	Net Change in Fund Balanc	7,427.18	(80.89)	28,231.00	0.00	0.0%
	Ending Fund Balance	35,161.45	35,161.45	0.00	0.00	0.0%

General Fund

Statement of Revenue and Expenditures

Acct		Current Period Sep 2020 Sep 2020 Actual	Year-To-Date Jul 2020 Sep 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	812.79	2,151.04	250,000.00	247,848.96	0.9%
4211	Cigarette Tax	96.24	263.40	900.00	636.60	29.3%
4212	Liquor Control Taxes	1,644.60	4,652.89	15,000.00	10,347.11	31.0%
4213	Marijuana Tax	1,179.39	1,179.39	2,700.00	1,520.61	43.7%
	Total Tax Receipts	$3,733.02	$8,246.72	$268,600.00	$260,353.28	
Government Receipts						
4240	Intergovernmental	0.00	2,477.37	8,500.00	6,022.63	29.1%
	Total Government Receipts	$0.00	$2,477.37	$8,500.00	$6,022.63	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	0.00	2,700.00	2,700.00	0.0%
4252	Franchise - Pacific Power	995.95	2,630.43	12,000.00	9,369.57	21.9%
4253	Franchise - Republic Servic	0.00	661.21	2,800.00	2,138.79	23.6%
4254	Franchise - Scio Cablevision	77.76	234.72	900.00	665.28	26.1%
4255	Franchise - SMTA	38.71	116.32	500.00	383.68	23.3%
	Total Franchise Fees	$1,112.42	$3,642.68	$18,900.00	$15,257.32	
Fees & Permits						
4271	Planning Fees	0.00	16.25	10,000.00	9,983.75	0.2%
4272	Building Permits	0.00	153.13	3,000.00	2,846.87	5.1%
	Total Fees & Permits	$0.00	$169.38	$13,000.00	$12,830.62	
Fines and Forfeitures						
4290	Fines and Forfeitures	0.00	84.50	100.00	15.50	84.5%
	Total Fines and Forfeitures	$0.00	$84.50	$100.00	$15.50	
Other Revenue						
4110	Investment Earnings	0.00	567.57	0.00	(567.57)	0.0%
4260	Library Income	0.00	0.00	6,500.00	6,500.00	0.0%
4261	Library Fees	420.00	450.00	3,000.00	2,550.00	15.0%
4262	Library Donations	0.00	3,450.00	3,900.00	450.00	88.5%
4263	Library Grants	3,000.00	3,000.00	13,985.00	10,985.00	21.5%
4350	Miscellaneous	30.00	110.00	2,500.00	2,390.00	4.4%
4360	Veterans Memorial Park	0.00	50.00	908.00	858.00	5.5%
	Total Other Revenue	$3,450.00	$7,627.57	$30,793.00	$23,165.43	
	Revenue	$8,295.44	$22,248.22	$339,893.00	$317,644.78	
	Gross Profit	$8,295.44	$22,248.22	$339,893.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	6,123.64	18,243.63	72,136.00	53,892.37	25.3%
5120	Payroll Taxes	507.08	1,512.02	9,017.00	7,504.98	16.8%
5130	Benefits	2,498.17	7,493.48	30,406.00	22,912.52	24.6%
	Total Personnel Services	$9,128.89	$27,249.13	$111,559.00	$84,309.87	
Materials and Services						
6210	Advertising	0.00	0.00	550.00	550.00	0.0%
6220	City Attorney	0.00	440.00	2,640.00	2,200.00	16.7%
6230	Contract Services	439.06	992.81	5,325.00	4,332.19	18.6%
6250	Police Services	0.00	15,765.75	66,000.00	50,234.25	23.9%
6260	Materials & Supplies	604.52	1,685.00	3,000.00	1,315.00	56.2%
6270	Community Involvement	0.00	150.00	4,900.00	4,750.00	3.1%
6280	Miscellaneous	230.27	1,108.55	1,500.00	391.45	73.9%
6290	Bank Charges and Fees	34.64	100.93	600.00	499.07	16.8%

General Fund

Statement of Revenue and Expenditures

Acct		Current Period Sep 2020 Sep 2020 Actual	Year-To-Date Jul 2020 Sep 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						
6310	Insurance	0.00	4,692.95	5,260.00	567.05	89.2%
6320	Education	0.00	0.00	250.00	250.00	0.0%
6330	Grant Expenses	0.00	0.00	381.00	381.00	0.0%
6341	Utilities - Electricity	1,357.53	4,066.13	17,000.00	12,933.87	23.9%
6342	Utilities - Gas	6.11	11.33	600.00	588.67	1.9%
6343	Utilities - Telephone	61.00	183.85	1,450.00	1,266.15	12.7%
6344	Utilities - Garbage	9.69	29.07	150.00	120.93	19.4%
6350	Equipment Maintenance	0.00	0.00	150.00	150.00	0.0%
6360	Building Maintenance	70.00	220.99	300.00	79.01	73.7%
6370	Flood Mitigation	3,504.50	7,009.00	15,000.00	7,991.00	46.7%
6381	Library - Books	337.34	1,730.28	4,600.00	2,869.72	37.6%
6382	Library - Audio/Visual	14.99	14.99	750.00	735.01	2.0%
6383	Library - Journals/Periodical	285.00	285.00	350.00	65.00	81.4%
6384	Library - Materials & Suppli	95.40	113.39	700.00	586.61	16.2%
6385	Library - Miscellaneous	0.00	0.00	400.00	400.00	0.0%
6386	Library - Technical Support	955.80	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	1,789.20	2,248.12	13,985.00	11,736.88	16.1%
6390	Planning	1,518.99	3,139.21	10,000.00	6,860.79	31.4%
6400	Parks	0.00	252.85	13,000.00	12,747.15	1.9%
6401	Veterans Memorial Park	0.00	0.00	908.00	908.00	0.0%
6410	Senior Services	19.95	19.95	500.00	480.05	4.0%
	Total Materials and Services	$11,333.99	$48,477.80	$176,849.00	$128,371.20	
Capital Outlay						
7100	Property Acquisition/Buildin	9,947.50	12,363.75	400,000.00	387,636.25	3.1%
	Total Capital Outlay	$9,947.50	$12,363.75	$400,000.00	$387,636.25	
Other Expenses						
7600	Building Loan	0.00	0.00	20,000.00	20,000.00	0.0%
	Total Other Expenses	$0.00	$0.00	$20,000.00	$20,000.00	
	Expenses	$30,410.38	$88,090.68	$708,408.00	$620,317.32	
	Revenue Less Expenditures	($22,114.94)	($65,842.46)	($368,515.00)	$0.00	
Other Revenue						
Extraordinary Income						
4900	Bldg Permit Pass Thru Inco	0.00	840.32	0.00	(840.32)	0.0%
	Total Extraordinary Income	$0.00	$840.32	$0.00	($840.32)	
	Other Revenue	$0.00	$840.32	$0.00	($840.32)	
Other Expenses						
Extraordinary Expense						
9500	Bldg Permit Pass Thru Expe	113.10	840.32	0.00	(840.32)	0.0%
	Total Extraordinary Expense	$113.10	$840.32	$0.00	($840.32)	
	Other Expenses	$113.10	$840.32	$0.00	($840.32)	
	Net Change in Fund Balance	($22,228.04)	($65,842.46)	($368,515.00)	$0.00	
Fund Balances						
	Beginning Fund Balance	457,559.64	501,174.06	0.00	0.00	0.0%
	Net Change in Fund Balanc	(22,228.04)	(65,842.46)	(368,515.00)	0.00	0.0%
	Ending Fund Balance	435,331.60	435,331.60	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Sep 2020 Sep 2020 Actual	Year-To-Date Jul 2020 Sep 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	5,293.42	13,051.67	60,000.00	46,948.33	21.8%
	Total Tax Receipts	$5,293.42	$13,051.67	$60,000.00	$46,948.33	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	0.00	2,700.00	2,700.00	0.0%
4252	Franchise - Pacific Power	995.94	2,630.42	12,000.00	9,369.58	21.9%
4253	Franchise - Republic Servic	0.00	661.21	2,800.00	2,138.79	23.6%
4254	Franchise - Scio Cablevision	77.76	234.72	900.00	665.28	26.1%
4255	Franchise - SMTA	38.71	116.31	500.00	383.69	23.3%
	Total Franchise Fees	$1,112.41	$3,642.66	$18,900.00	$15,257.34	
	Revenue	$6,405.83	$16,694.33	$78,900.00	$62,205.67	
	Gross Profit	$6,405.83	$16,694.33	$78,900.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	1,929.21	5,762.00	23,352.00	17,590.00	24.7%
5120	Payroll Taxes	159.09	475.75	2,919.00	2,443.25	16.3%
5130	Benefits	642.41	1,925.45	7,802.00	5,876.55	24.7%
	Total Personnel Services	$2,730.71	$8,163.20	$34,073.00	$25,909.80	
Materials and Services						
6210	Advertising	0.00	0.00	250.00	250.00	0.0%
6220	City Attorney	0.00	220.00	1,320.00	1,100.00	16.7%
6230	Contract Services	90.17	200.92	1,250.00	1,049.08	16.1%
6240	Engineering Consultants	0.00	0.00	2,000.00	2,000.00	0.0%
6260	Materials & Supplies	267.65	789.16	4,100.00	3,310.84	19.2%
6290	Bank Charges and Fees	11.54	32.35	150.00	117.65	21.6%
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	19.08	100.00	80.92	19.1%
6350	Equipment Maintenance	0.00	21.00	500.00	479.00	4.2%
6360	Building Maintenance	25.00	25.00	50.00	25.00	50.0%
	Total Materials and Services	$400.72	$2,246.10	$11,030.00	$8,783.90	
Capital Outlay						
7140	Bike and Walkway Improve	0.00	0.00	750.00	750.00	0.0%
7150	Capital Improvements	23,652.80	23,652.80	25,000.00	1,347.20	94.6%
	Total Capital Outlay	$23,652.80	$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	$26,784.23	$34,062.10	$80,853.00	$46,790.90	
	Revenue Less Expenditures	($20,378.40)	($17,367.77)	($1,953.00)	$0.00	
	Net Change in Fund Balance	($20,378.40)	($17,367.77)	($1,953.00)	$0.00	
Fund Balances						
	Beginning Fund Balance	74,697.12	71,686.49	0.00	0.00	0.0%
	Net Change in Fund Balanc	(20,378.40)	(17,367.77)	(1,953.00)	0.00	0.0%
	Ending Fund Balance	54,318.72	54,318.72	0.00	0.00	0.0%

Water Fund

Statement of Revenue and Expenditures

Acct		Current Period Sep 2020 Sep 2020 Actual	Year-To-Date Jul 2020 Sep 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						
4350	Miscellaneous	60.07	390.62	1,000.00	609.38	39.1%
	Total Other Revenue	$60.07	$390.62	$1,000.00	$609.38	
User Fees						
4300	User Fees	30,115.58	85,723.37	314,000.00	228,276.63	27.3%
4301	Late Charges	90.71	242.17	1,000.00	757.83	24.2%
4302	24 Hour Notice	0.00	0.00	1,500.00	1,500.00	0.0%
4304	Backflow Test	60.00	60.00	2,450.00	2,390.00	2.4%
4310	New Connections	0.00	0.00	28,000.00	28,000.00	0.0%
4320	Water Deposits	600.00	1,200.00	4,000.00	2,800.00	30.0%
	Total User Fees	$30,866.29	$87,225.54	$350,950.00	$263,724.46	
	Revenue	$30,926.36	$87,616.16	$351,950.00	$264,333.84	
	Gross Profit	$30,926.36	$87,616.16	$351,950.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	7,338.15	21,914.50	89,047.00	67,132.50	24.6%
5120	Payroll Taxes	606.74	1,813.97	11,131.00	9,317.03	16.3%
5130	Benefits	2,512.36	7,529.61	30,506.00	22,976.39	24.7%
	Total Personnel Services	$10,457.25	$31,258.08	$130,684.00	$99,425.92	
Materials and Services						
6210	Advertising	0.00	0.00	700.00	700.00	0.0%
6220	City Attorney	0.00	770.00	4,620.00	3,850.00	16.7%
6230	Contract Services	614.70	2,184.45	8,380.00	6,195.55	26.1%
6240	Engineering Consultants	0.00	0.00	1,000.00	1,000.00	0.0%
6260	Materials & Supplies	1,351.43	3,927.85	14,200.00	10,272.15	27.7%
6280	Miscellaneous	1,775.41	1,775.41	2,500.00	724.59	71.0%
6290	Bank Charges and Fees	41.33	114.82	600.00	485.18	19.1%
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	952.67	2,810.47	10,000.00	7,189.53	28.1%
6342	Utilities - Gas	6.88	12.73	700.00	687.27	1.8%
6343	Utilities - Telephone	78.43	236.42	1,800.00	1,563.58	13.1%
6344	Utilities - Garbage	6.36	19.08	100.00	80.92	19.1%
6350	Equipment Maintenance	894.25	929.25	4,500.00	3,570.75	20.7%
6360	Building Maintenance	150.00	160.99	500.00	339.01	32.2%
6420	Water Deposit Refunds	300.00	1,000.00	4,000.00	3,000.00	25.0%
	Total Materials and Services	$6,171.46	$20,511.60	$61,970.00	$41,458.40	
Capital Outlay						
7160	Equipment	83,316.88	88,866.93	110,000.00	21,133.07	80.8%
	Total Capital Outlay	$83,316.88	$88,866.93	$110,000.00	$21,133.07	
Other Expenses						
7500	Water Loan	2,110.96	6,332.88	50,500.00	44,167.12	12.5%
7600	Building Loan	0.00	0.00	10,000.00	10,000.00	0.0%
	Total Other Expenses	$2,110.96	$6,332.88	$60,500.00	$54,167.12	
	Expenses	$102,056.55	$146,969.49	$363,154.00	$216,184.51	
	Revenue Less Expenditures	($71,130.19)	($59,353.33)	($11,204.00)	$0.00	
	Net Change in Fund Balance	($71,130.19)	($59,353.33)	($11,204.00)	$0.00	

Water Fund

Statement of Revenue and Expenditures

Acct		Current Period Sep 2020 Sep 2020 Actual	Year-To-Date Jul 2020 Sep 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	122,956.10	111,179.24	0.00	0.00	0.0%
	Net Change in Fund Balanc	(71,130.19)	(59,353.33)	(11,204.00)	0.00	0.0%
	Ending Fund Balance	51,825.91	51,825.91	0.00	0.00	0.0%

Sewer Fund

Statement of Revenue and Expenditures

Acct		Current Period Sep 2020 Sep 2020 Actual	Year-To-Date Jul 2020 Sep 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	18,415.80	53,625.56	216,200.00	162,574.44	24.8%
4301	Late Charges	90.72	242.17	1,000.00	757.83	24.2%
4302	24 Hour Notice	0.00	0.00	1,500.00	1,500.00	0.0%
4310	New Connections	0.00	0.00	20,000.00	20,000.00	0.0%
	Total User Fees	$18,506.52	$53,867.73	$238,700.00	$184,832.27	
	Revenue	$18,506.52	$53,867.73	$238,700.00	$184,832.27	
	Gross Profit	$18,506.52	$53,867.73	$238,700.00	$0.00	
Expenses						
Personnel Services						
5110	Salaries	7,338.16	21,914.54	89,047.00	67,132.46	24.6%
5120	Payroll Taxes	606.74	1,813.98	11,131.00	9,317.02	16.3%
5130	Benefits	2,512.36	7,529.61	30,506.00	22,976.39	24.7%
	Total Personnel Services	$10,457.26	$31,258.13	$130,684.00	$99,425.87	
Materials and Services						
6210	Advertising	0.00	0.00	700.00	700.00	0.0%
6220	City Attorney	0.00	770.00	4,620.00	3,850.00	16.7%
6230	Contract Services	3,863.43	5,723.18	13,520.00	7,796.82	42.3%
6240	Engineering Consultants	0.00	0.00	2,000.00	2,000.00	0.0%
6260	Materials & Supplies	3,250.19	5,342.31	15,550.00	10,207.69	34.4%
6280	Miscellaneous	75.41	75.41	200.00	124.59	37.7%
6290	Bank Charges and Fees	40.97	113.81	500.00	386.19	22.8%
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	391.90	1,096.87	4,750.00	3,653.13	23.1%
6342	Utilities - Gas	140.56	414.68	2,500.00	2,085.32	16.6%
6343	Utilities - Telephone	78.43	236.42	1,800.00	1,563.58	13.1%
6344	Utilities - Garbage	7.87	23.61	125.00	101.39	18.9%
6350	Equipment Maintenance	882.17	2,994.75	15,000.00	12,005.25	20.0%
6360	Building Maintenance	150.00	160.99	400.00	239.01	40.2%
	Total Materials and Services	$8,880.93	$23,522.16	$69,785.00	$46,262.84	
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	$19,338.19	$54,780.29	$210,469.00	$155,688.71	
	Revenue Less Expenditures	($831.67)	($912.56)	$28,231.00	$0.00	
	Net Change in Fund Balance	($831.67)	($912.56)	$28,231.00	$0.00	
Fund Balances						
	Beginning Fund Balance	35,161.45	35,242.34	0.00	0.00	0.0%
	Net Change in Fund Balanc	(831.67)	(912.56)	28,231.00	0.00	0.0%
	Ending Fund Balance	34,329.78	34,329.78	0.00	0.00	0.0%

Payment Journal

8/1/2020 to 8/31/2020

General Checking - Columbia

Date	Transaction Number	Name / Description	Amount
8/3/2020	15695	Ameriprise	500.00
8/3/2020	15696	CIS Trust	5,914.83
8/3/2020	15697	Country Trust Bank	500.00
8/3/2020	15698	eTrade	400.00
8/3/2020	15699	Hartford	400.00
8/3/2020	15700	eTrade	400.00
8/3/2020	EFT	Zoom Video Communications	14.99
8/4/2020	EFT	Trimble	2,615.79
8/6/2020	EFT	Amazon	32.97
8/6/2020	EFT	Amazon	119.99
8/6/2020	EFT	US Postal Service	1.25
8/7/2020	EFT	Amazon	11.93
8/7/2020	EFT	Amazon	8.69
8/7/2020	EFT	Amazon	22.65
8/7/2020	EFT	Amazon	8.99
8/10/2020	EFT	Adobe Inc	44.97
8/10/2020	EFT	Columbia Bank Loan	2,110.96
8/11/2020	EFT	AT&T	415.99
8/11/2020	EFT	AT&T	415.99
8/11/2020	EFT	US Postal Service	1.25
8/12/2020	EFT	Wayfair	458.92
8/12/2020	EFT	Walmart	27.33
8/12/2020	EFT	Amazon	83.28
8/12/2020	EFT	Amazon	143.44
8/13/2020	15701	Allen, Ginger	10.26
8/13/2020	15702	Analytical Laboratory	57.00
8/13/2020	15703	Clevenger's Fuel	178.25
8/13/2020	15704	Gale	47.23
8/13/2020	15705	Linn County Planning & Building	727.22
8/13/2020	15706	Linn County Sheriff	15,765.75
8/13/2020	15707	One Call Concepts	5.88
8/13/2020	15708	Pollardwater	37.74
8/13/2020	15709	Republic Services	30.28
8/13/2020	15710	Scio Auto Parts	5.99
8/13/2020	15711	Scio Hardware	97.96
8/13/2020	15712	Smith Glass Service, Inc.	795.00
8/13/2020	15713	SMTA	189.80
8/13/2020	15714	The Dyer Partnership	520.00
8/13/2020	15715	Morley Thomas Law	1,100.00
8/13/2020	15716	Pacific Power	2,872.95
8/13/2020	EFT	Trapline Products	49.98
8/13/2020	EFT	US Postal Service	110.00
8/15/2020	EFT	Columbia Bank	100.17

Payment Journal

8/1/2020 to 8/31/2020

Date	Transaction Number	Name / Description	Amount
8/17/2020	EFT	US Postal Service	2.50
8/18/2020	EFT	US Postal Service	1.25
8/19/2020	EFT	US Postal Service	1.25
8/19/2020	EFT	RVS ACH Receipts	99.22
8/24/2020	15717	Ameriprise	500.00
8/24/2020	15718	CIS Trust	5,945.34
8/24/2020	15719	Country Trust Bank	500.00
8/24/2020	15720	eTrade	400.00
8/24/2020	15721	Hartford	400.00
8/24/2020	15722	eTrade	400.00
8/24/2020	15723	Analytical Laboratory	90.00
8/24/2020	15724	Dial Long Distance	35.24
8/24/2020	15725	Morley Thomas Law	1,100.00
8/24/2020	15726	National Business Solutions	361.34
8/24/2020	15727	Oregon PERS	15.00
8/24/2020	15728	Scio Christian Church	150.00
8/24/2020	15729	Cordle Construction LLC	425.00
8/24/2020	15730	CSA Software Solutions	1,059.00
8/24/2020	15731	NW Natural	150.14
8/24/2020	15732	Shred Northwest, LLC	24.85
8/24/2020	EFT	US Postal Service	10.79
8/24/2020	EFT	Water Deposit Refunds	
8/24/2020	EFT	US Postal Service	2.50
8/25/2020	EFT	US Postal Service	1.20
8/25/2020	EFT	US Postal Service	1.25
8/26/2020	EFT	US Postal Service	2.40
8/31/2020	EFT	Zoom Video Communications	14.99
8/31/2020	EFT	EFTPS	6,023.77
8/31/2020	EFT	Oregon Department of Revenue - WH	1,594.15
		General Checking - Columbia Totals	$56,666.85

Payment Journal

9/1/2020 to 9/30/2020

General Checking - Columbia

Date	Transaction Number	Name / Description	Amount
9/2/2020	EFT	Home Depot	15.90
9/3/2020	EFT	US Postal Service	1.25
9/8/2020	EFT	Adobe Inc	44.97
9/10/2020	EFT	Columbia Bank Loan	2,110.96
9/11/2020	EFT	US Postal Service	2.50
9/15/2020	EFT	US Postal Service	1.25
9/15/2020	EFT	Columbia Bank	115.48
9/16/2020	15733	Analytical Laboratory	147.00
9/16/2020	15734	Cascades West COG	1,789.20
9/16/2020	15735	Clevenger's Fuel	380.10
9/16/2020	15736	Correct Equipment, Inc.	83,316.88
9/16/2020	15737	Darrel Lockard Consultant, LLC	325.00
9/16/2020	15738	David W. Kinney	4,811.97
9/16/2020	15739	Department of Environmental Quality	2,005.00
9/16/2020	15740	Gale	142.48
9/16/2020	15741	Linn County Planning & Building	113.10
9/16/2020	15742	Municode	450.00
9/16/2020	15743	National Business Solutions	172.32
9/16/2020	15744	Northwest Dairy Service	657.17
9/16/2020	15745	One Call Concepts	11.76
9/16/2020	15746	Oregon Asphalt Maintenance Inc.	23,652.80
9/16/2020	15747	Orkin, 760-Portland, OR	70.00
9/16/2020	15748	Pacific Power	2,702.10
9/16/2020	15749	Republic Services	30.28
9/16/2020	15750	SMTA	189.80
9/16/2020	15751	US Geological Survey	3,504.50
9/16/2020	15752	Wells Fargo	156.00
9/16/2020	15753	Shred Northwest, LLC	24.85
9/16/2020	15754	White, Conrad	180.00
9/16/2020	15755	RY Construction	504.25
9/16/2020	EFT	Oldcastle Infrastructure	150.00
9/16/2020	EFT	Red Wing Store	209.99
9/16/2020	EFT	US Postal Service	220.00
9/16/2020	EFT	Amazon	8.99
9/16/2020	EFT	Amazon	6.35
9/16/2020	EFT	Amazon	9.17
9/16/2020	EFT	US Postal Service	1.75
9/17/2020	EFT	Amazon	19.99
9/17/2020	EFT	Costco	67.50
9/17/2020	EFT	Costco	57.93
9/17/2020	EFT	Amazon	6.49
9/17/2020	EFT	Amazon	96.46
9/18/2020	EFT	Christianbook.com	45.89

Payment Journal

9/1/2020 to 9/30/2020

Date	Transaction Number	Name / Description	Amount
9/18/2020	EFT	RVS Receipts	160.42
9/21/2020	EFT	Amazon	15.99
9/22/2020	EFT	US Postal Service	1.25
9/23/2020	EFT	Christianbook.com	13.43
9/23/2020	EFT	Amazon	251.36
9/23/2020	EFT	Water Deposit Refunds	
9/24/2020	EFT	Ebay	34.90
9/24/2020	EFT	Amazon	15.99
9/24/2020	EFT	US Postal Service	1.25
9/25/2020	EFT	US Postal Service	1.25
9/25/2020	EFT	Amazon	19.95
9/28/2020	EFT	US Postal Service	1.25
9/29/2020	15765	The Dyer Partnership	780.00
9/29/2020	15766	Dial Long Distance	28.06
9/29/2020	15767	Guardian Fire	122.00
9/29/2020	15768	Hal's Delivery & Relocation Services	955.80
9/29/2020	15769	NW Natural	153.55
9/29/2020	15770	Valley Design	1,440.00
9/29/2020	15771	Udell Engineering & Land Surveying, LL	8,410.00
9/29/2020	15772	All Weather Roofing	325.00
9/29/2020	15773	Gale	22.50
9/29/2020	15774	Oregon Government Ethics Commission	439.09
9/29/2020	15775	Albany Democrat-Herald	285.00
9/29/2020	15776	Dutchman Backflow	1,875.00
9/29/2020	15777	Iceland Construction Inc.	390.00
9/29/2020	15778	Wells Fargo	156.00
9/29/2020	15779	Demco	90.90
9/29/2020	15780	Cascades West COG	994.26
9/29/2020	15781	Darrel Lockard Consultant, LLC	325.00
9/29/2020	EFT	US Postal Service	1.25
9/30/2020	15756	Ameriprise	500.00
9/30/2020	15757	CIS Trust	5,945.34
9/30/2020	15758	Country Trust Bank	500.00
9/30/2020	15759	eTrade	400.00
9/30/2020	15760	Hartford	400.00
9/30/2020	15761	Oregon Department of Revenue	68.59
9/30/2020	15762	Oregon Department of Revenue - SUTA	339.40
9/30/2020	15763	Oregon Department of Revenue - WBF	58.32
9/30/2020	15764	eTrade	400.00
9/30/2020	EFT	Amazon	31.57
9/30/2020	EFT	Zoom Video Communications	14.99
9/30/2020	EFT	Oregon Department of Revenue - WH	1,652.35
9/30/2020	EFT	EFTPS	6,027.26
		General Checking - Columbia Totals	$162,177.65

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

SCIO PLANNING COMMISSION ELECTRONIC MEETING MINUTES
WEDNESDAY, July 29, 2020

7:00 PM

COMMISSION MEMBERS PRESENT: Chairman Beau Buganski, Commissioners Richard Androes, Katrina Clouse, Ron Loewen and Nicole Zedwick, were all present via video. Commissioner Ellie Ferguson was present via phone.

STAFF PRESENT: Planning Consultant Dave Kinney, Assistant City Attorney Jeffrey Clayson and Administrative Assistant Cathy Martin were present via video. City Manager, Ginger Allen was present via phone

CALL TO ORDER: Planning Chairman Beau Buganski called the Scio Planning Commission to order at 7:08 p.m.

ROLL CALL: Roll call was taken with all members present. There is one vacancy.

APPROVAL OF MINUTES: The minutes of the June 3, 2020 meeting were reviewed.

Commissioner Clouse moved, Commissioner Loewen seconded, to approve the June 3, 2020 minutes as presented. Motion passed 6/0.

CORRESPONDENCE: None

AUDIENCE IN ATTENDENCE: Adam Clauson, NE Ash Street. As he was the only audience member in attendance, Mr. Clauson was asked if he had a preference as to which application was presented first. He stated that he had no preference.

BUSINESS:

1. **Public Hearing: PL2020-06– City of Scio – Annexation and Zoning Map Amendment – Presented by Dave Kinney, Planning Consultant** –

   Buganski stated that this is a public hearing to consider Land Use File #2020-06, an application from the City of Scio, to annex the 14.82-acre lagoon site on SW 6th Avenue and rezone the site to a Public (P) zone. A copy of the agenda and hearing procedures are located on the city website, along with the staff report. Buganski declared the hearing open at 7:10 pm.

   Buganski also noted that Oregon Land use law requires a statement be made available to those in attendance. The detailed Statement, with the information required under ORS 197.763(5), is also posted on the City's website. He asked if anyone wanted the statement to be read, or if there were any questions or objections. There were no one asked for it to be read or raised any questions or objections to the statement.

Buganski asked if there were any objections to the notice that was sent in this case or if there were any objections to the jurisdiction of the planning commission to hear this case. There were no objections.

Buganski asked the planning commission members for declaration of Conflicts of Internest, Bias or Ex Parte Contact. Martin was asked to conduct a role call; Commissioners Androes, Buganski, Clouse, Ferguson, Loewen, and Zedwick stated they had none.

Ginger Allen, City Manager, made an opening statement on behalf of the city. She stated that she had been unaware that the city's lagoon property was not part of the city limits and upon the city moving forward with building the new public works shop, this came to our attention. In order for the city to make best use of property, the city is requesting the annexation and rezoning of the property.

Planning Consultant, Dave Kinney presented the staff report (see attached). Kinney stated that the city is applying for both a Zoning Map Amendment and Zone Change as well as Annexation of the property that currently contains the city's sewer lagoons. The property is 14.2 acres and comprised of 3 parcels. In order to simplify land use process in improving the site and constructing the new shop buildings, it is much easier to have the property all within the city limits. Staff recommendation was that the city should annex the property into the city limits. Staff report includes map of the property and the criteria that the city must comply with in order to approve the application. Following the public hearing before planning commission, the planning commission will make a recommendation to the city council. Notice of the public hearing was sent to the property owners within the notice area and agencies that may be affected by the application. The city did not receive any written testimony from the public. Agency comments were received from the Scio Fire District and Pacific Power these are included in staff report.

Scio Fire District's comments were that when the city is ready to build the new public works shop building, the city needs to ensure that water supply requirements are met and access for the structure meets the fire code requirements.

Pacific Power stated that they had no comments.

City Engineer, Ryan Quigley of The Dyer Partnership, sent a memo to the city after the staff report was distributed. In the letter dated July 21, 2020 his comments were that it is a benefit to the community and will simplify the ability for the city to develop the public works shop as well as any future wastewater lagoon improvements.

Kinney stated that the staff report then goes through the individual criteria. Pointing out a few of the criteria, Kinney stated:

1) The property at the lagoon site abuts Peter's Ditch and is located in the 100-year floodplain. One of the issues that the City is addressing is to try to remove the area next to 6th Avenue from 100-year floodplain. The actual elevation of the property is

high enough that the city should be able to get a Letter of Map Amendment from FEMA to take that portion of the property out of the 100-year floodplain. The lagoons themselves will still stay within the floodplain, so everything south of Peter's Ditch will stay in the 100-year floodplain.

2) Public Facilities are required to be 3 feet above the 100-year base Flood elevation. So even though the property may be taken out of the floodplain, it will still be required to be elevated high enough so if there is a flood that is higher than the elevation indicated on the Flood Map, it will be safe and secure in the future. That area is shown in the staff report.
3) Comprehensive Plan has clear policies that recommend the city acquire property when it is needed for necessary or essential public facilities. This application complies with this basic policy. When the existing city hall building is demolished the city shop will need to go someplace and placing it next to the city lagoon is a logical place for the shop.
4) Annexation process - if the planning commission recommends to the city council to approve both the zone change and Annexation, the city council will have to adopt an ordinance that includes a map and legal description of the property. The map will then need to be submitted to Secretary of State's Office and Oregon Department of Revenue so that it can be updated on all of the statewide maps.

Chairman Buganski asked if there was anyone in attendance that wished to testify in support of the proposal. Buganski stated there were no Proponents.

Chairman Buganski asked if there was anyone who wished to testify in opposition to the proposal. Buganski stated there were no Opponents.

Chairman Buganski asked if anyone wished to provide any general testimony. Adam Clawson, 38757 NW Alder Street, asked if there were plans for the existing building? Kinney stated that the existing city hall and the existing shop building will be demolished. The city intends to design and construct a new city hall facility and library on the corner of NW Alder and NW 1st Avenue, this will include the lot to the east of the existing city hall. Androes and Buganski asked for clarification as the hearing in progress was for the City Lagoon site. Kinney stated that the relationship of the two applications is that if the city hall is demolished then the city has to have a place to move the public works shop to be relocated and the intent is to build a new shop building on SW 6th Avenue. City Manager Allen stated that the city's intention for the shop building located on the 6th street property will be maintained and upgraded in the future for storage.

Buganski asked Mr. Clausen if he had any addition comments at this time. He stated that he did not.

Buganski asked the Planning Commission if they had any questions of staff. Commissioner Zedwick asked about the LOMA and removal of area from the floodplain, does the elevation meet a certain criteria, how does that work? Kinney referred the commission to page 11 of the staff report Map 5 shows the LOMA application area.

Udell Engineering surveyed the property. The area highlighted on the map shows the area that is above the base flood elevation. Udell Engineering has determined the northeast area of the site meets the qualifications to be removed from the Special Flood Hazard Area.

Buganski asked if there were any further questions. There were none.

Kinney asked Assistant City Attorney, Jeffrey Clayson for clarification regarding process, the advertisement of the public hearing stated that there would be the hearing tonight and that the city would accept testimony prior to the hearing and at this meeting, since city has not received any written testimony and the public testimony tonight was not in opposition, he asked if the planning commission could close the public hearing, deliberate and make a recommendation to city council. Clayson asked when the second hearing was scheduled. Kinney stated that the notice indicated that we could hold it next week. Clayson stated that since there was no opposition and as long as the city informs the public that they can voice testimony at the council hearing, it will be fine to propose it to the city council. If there are any comments at that hearing, a second city council meeting may be necessary.

Kinney stated with that clarification from the Assistant City Attorney, his recommendation is to close the public hearing, approve the findings of fact and staff report, and staff's recommendation is to approve the annexation and rezone.

Buganski closed the public hearing 7:33 pm.

Buganski asked how come the lagoons were not annexed into the city sooner, is there any expectation of Linn County to do anything when it is in their jurisdiction. Kinney stated that there is no obligation on Linn County, often times lagoons are located out of town, surrounded by farmland. When the Comprehensive Plan was adopted the lagoon property was included in the city's Urban Growth Area, so in 1980 it was anticipated that the lagoon property would be annexed at some time. From the procedural standpoint of handling future improvements now is the time to annex it.

Buganski asked if there was any financial impact. Kinney stated that the benefit is that the city does not have to go through the county's conditional land use permit process as well as the city's as well as DEQ reviews. If it annexed into the city, the city only has to go through its processes and DEQ if there are any improvements made to the Sewer lagoon facility.

Commissioner Loewen stated that lagoons block a large area of the flood plain, and the site is elevated where the buildings are going, which is great, but we need to make sure that Peter's ditch is maintained. It would be good to have a plan to allow for more flow through that area. Kinney stated that this would need to be a discussion with the design engineer for when development occurs.

There were no further questions.

Commissioner Clouse moved, Commissioner Androes seconded, to recommend the City Council approve File 2020-06 to annex the 14.8-acre lagoon site on SW 6th Avenue and to concurrently rezone the property to a City of Scio Public (P) zoning district and to adopt the findings of fact in the Staff Report dated July 20, 2020. Motion passed 6/0.

Audience member, Adam Clauson, left the meeting following the vote.

2. **Public Hearing: PL2020-07– City of Scio – Comprehensive Plan Amendment and Zoning Map Amendment – Presented by Dave Kinney, Planning Consultant** –

Chairman Buganski stated that this is a public hearing to consider Land Use File #2020-07, an application from the City of Scio, to redesignate and rezone a 0.15-acre parcel at 38965 NE 1st Avenue in Scio from a Commercial plan designation and C-1 zone to a Public plan designation and Public Zone. The City recently acquired the site and demolished an existing building. The City council proposes to demolish the existing city hall and construct a new city hall and library facility on this block. A copy of the agenda and hearing procedures are located on the city website, along with the staff report. Buganski declared the public hearing open at 7:39 pm.

Buganski also noted that Oregon Land use law requires a statement be made available to those in attendance. The detailed Statement, with the information required under ORS 197.763(5), was also posted on the City's website. He asked if anyone wanted the statement to be read. There were no questions or objections to the statement.

Buganski asked if there were any objections to the notice that was sent in this case or if there were any objections to the jurisdiction of the planning commission to hear this case. There were none.

Buganski asked the planning commission members for declaration of Conflicts of Internest, Bias or Ex Parte Contact. Martin was asked to conduct a role call; Commissioners Androes, Buganski, Clouse, Ferguson, Loewen, and Zedwick stated they had none.

Ginger Allen, City Manager, gave a brief overview of the proposal. The city purchased the property that we are asking to be rezoned in March of 2019, with the intent of building a new city hall, combining the lots. The new city hall structure will be built upon the completion of the public works shop. Once the new city shop is constructed on SW 6th Avenue we will move the shop out of the existing building, city hall and library will move to the old SMTA office building to continue services there. We will then abate the old building, demolish it. The bid process is to take place the fall of 2021 and begin construction in March of 2022 and be completed by January 2023. These dates are subject to change, we are just entering into the design phase and signing scopes of work on the projects. Kinney asked about city involvement with the design, if there will be a time for the members of the public to give comments on the design of the building. Ms. Allen stated that the design firm has been requested to submit two 3-D conceptual design layouts of the buildings, after working with staff. These will then be presented to the

public during town hall meetings to get further input before selecting the final design. Allen stated that she is giving updates to the city council on a monthly basis regarding these projects.

Planning Consultant, Dave Kinney presented the staff report (see attached). Kinney gave a brief overview, the city's purpose is to rezone block so that it is all in a Public Zone and allow for a new city hall building to be constructed. Agency comments were the same from the Fire Department and Pacific Power. City Engineer made similar comments as on the lagoon property, that putting it all in the same zone makes it easier. The findings go through all of the criteria that are in the Statewide Planning Goals, Comprehensive Plan and Zone Change requirements. Kinney pointed out that in the Land Use Policies, the city spent a long time looking at the old downtown area along north Main Street, and there is a clear policy in the plan that says the retention of the city hall/library in the center of the city should be retained and should be redeveloped. This project will do exactly that. This is the primary issue, retaining city facilities in a place that is easily accessible to the public and is a focal point from a design as well as a locational standpoint. Staff's recommendation to approve application, comp plan amendment and zone change. There was no public testimony presented before this hearing and other than the question by Adam Clauson about what was going to be done with the facilities during previous public hearing, there was no other testimony provided on this application. Kinney asked Assistant City Attorney Clayson if the planning commission could proceed the same as on the previous public hearing with a motion to the city council. Mr. Clayson stated that his recommendation would be the same.

Chairman Buganski stated that there are no audience members in attendance, so are no Proponents.

Chairman Buganski again stated that there are no audience members in attendance, so there are no Opponents

Chairman Buganski stated that there are no audience members in attendance, so there is no General Testimony

Buganski asked if there was any questions for clarification. There was none. Buganski then asked if there were any addition comments that Ms. Allen or Mr. Kinney wanted to make at this time. There were no additions.

Buganski closed the hearing at 7:52 pm. Buganski made one comment, because of position of the board of the SMTA was aware of the city's plan to lease or rent space from the co-op but did not know any of the details. Kinney asked if it affects his ability to make a decision. Buganski stated that it does not affect his decision.

Buganski asked if there were any additional questions from the planning commission. There were none.

Commissioner Clouse moved, Commissioner Zedwick seconded, to recommend city council approve File 2020-07 to amend the Scio Comprehensive Plan Map to redesignate a 0.15-acre site at 38965 NW 1st Avenue from a Commercial plan designation to a Public plan designation and to concurrently rezone the property from Commercial (c-1) to Public (P) and to adopt the findings of fact in the Staff Report dated July 20, 2020 . Motion passed 6/0.

3. **Property Line Adjustment: PL2020-06– City of Scio – City of Scio Lagoon Site on SW 6th Avenue – Presented by Dave Kinney, Planning Consultant** –

Dave Kinney stated that this is straight forward application. Letter in packet, review of the application it combines the three tax lots that are on the lagoon site. The City will have to file new survey combining them all into one property, it will have one legal description. This allows the city to do modifications to the lagoons in the future and they don't have to worry about building encroachments across property lines. It complies with the property line adjustment requirements, it does call for the planning commission to review and either approve or deny the property line adjustment. Buganski asked if this requires a public Hearing. Kinney does not. It is part of the duties and responsibilities of the planning commission.

Commissioner Clouse moved, Commissioner Zedwick seconded, to approve the property line adjustment and conditions of approval, condition that city complete a survey and remove all property lines. Motion passed 6/0.

4. **Property Line Adjustment: PL2020-07– City of Scio – City of Scio City Hall Site – NW 1st Avenue – Presented by Dave Kinney, Planning Consultant** –

Dave Kinney stated that this is also a straight forward application. This combines the three tax lots on the corner of NW Alder and NW 1st Avenue and combines them into one parcel. City will file a new survey and one legal description. This gives the designers the ability to design a new city hall that is appropriate for the community. Staff recommendation is approval of the property line adjustment application with the condition of completing a survey.

Commissioner Zedwick moved, Commissioner Androes seconded, to approve the property line adjustment and conditions of approval as recommended. Motion passed 6/0.

Buganski asked about the design process and public involvement. Ms. Allen reviewed the process. Meetings will be held with the architect and staff to initially discuss the needs of services. A draft plan will submitted by the architect for initial review by staff and for some public comments prior to the construction of a 3-D visual. There will be community meetings along the way. Ms. Allen stated that the building will have a senior center area and a community meeting area.

Commissioner Ferguson stated that she works for the architecture firm that is doing the design, and asked if she needed to make a statement regarding that at some time. Kinney stated that she just made that a public record. If at some time a land use application comes up, where the planning commission has to make a decision, Ms. Ferguson would have a potential benefit from the project and would need to step away and not participate in the hearing decision. Ms. Ferguson is free to give input on the design to her employer as well as staff at city hall, but would not be able to participate in any decision by the planning commission.
Commissioner Androes asked what will the exterior look like – old and country or new and modern. Allen stated that we really don't think it would be modern as that would not fit in with the community livability. She anticipates that it will be more like a modern farmhouse type exterior, where it complements the new fire station building and embraces the history and agriculture centered around the community.

There were no further questions or comments.

Next meeting is August 26, 2020, at 7:00 p.m.

Meeting Adjourned at 8:06 p.m.

Cathy Martin
Administrative Assistant

Correspondence

Covered Bridge Capital of the West

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

July 30, 2020

Ginger Allen, City Manager
City of Scio
PO Box 37
Scio, OR 97374

RE: Notice of Decision – Land Use File No. 2020-06 Property Line Adjustment
Location: City of Scio Wastewater Treatment (Lagoon) Site
T10S R1W 18D, Tax Lots 01500, 01501 and 01600

Dear Ginger:

On July 29, 2020 the Scio Planning Commission ***approved*** the City's application for a property line adjustment to consolidate the three parcels at the City of Scio Wastewater Facility (Lagoon Site) on SW 6th Avenue in Scio.

A. Findings and Conclusions:

The Planning Commission finds the proposal complies with the application requirements and decision criteria for a property line adjustment. The decision will be effective after the City's annexation of the 14.82-acre lagoon site is complete.

B. Conditions of Approval:

The Planning Commission imposed one condition of approval. The condition of approval must be completed within 90 days of the written approval of the annexation by the Oregon Secretary of State and the Oregon Department of Revenue or by January 1, 2021, whichever is later.

1. A licensed surveyor in the State of Oregon must prepare and record a property line adjustment survey or partition plat (replat) map with the Linn County Surveyor that complies with ORS 92 requirements and the Linn County Surveyor's requirements. A copy of the recorded property line adjustment survey (replat) shall be provided to the City of Scio within 30 days of its recording.

C. Right of Appeal:

Any person aggrieved by this decision may file an appeal with the City of Scio within ten (10) days of this Notice of Decision and no later than 5:00 p.m. on Monday, August 10, 2020. The appeal shall comply with the application requirements of Article 12, Section 12.010 of the Scio Land Division Ordinance.

If you have any questions regarding the Planning Commission's decision, you may contact me or Cathy Martin, Administrative Assistant, at Scio City Hall at (503) 394-3342.

Sincerely,

David Kinney
Planning Consultant for the City of Scio

cc: City of Scio Planning file
Udell Engineering

City of Scio
Covered Bridge Capital of the West

David W. Kinney
Planning Consultant for the City of Scio
791 E. Hollister St., Stayton, OR 97383
Office: (503) 769-2020 Cell: (503) 551-0899
Email: dwkinney@wvi.com

June 1, 2020

Ginger Allen, City Manager
City of Scio
PO Box 37
Scio, OR 97374

RE: **Property Line Adjustment**
City of Scio Lagoon Site on SW 6th Avenue
File 2020-06

Dear Ginger:

The property line adjustment proposal to adjust the boundary for three city-owned parcels on SW 6th Avenue, as shown on Map 1 complies with the City's application requirements.

In accordance with Scio Municipal Code, Land Division Ordinance No. 562, a lot line adjustment must be reviewed and approved by the Scio Planning Commission. The Planning Commission will hold a special meeting on July 29, 2020 at 7:00 p.m. at City Hall to consider your application.

I recommend the Planning Commission approve your proposal because it complies with the Property Line Adjustment criteria in Section 8.540 of the Scio Land Division Code.

A. Property Line Adjustment Proposal

The City of Scio has filed an application requesting the Scio Planning Commission approve a property line adjustment to consolidate three existing parcels on the south side of SW 6th Avenue into one 14.62-acre parcel.

The City of Scio owns 14.82 acres of land in three parcels on the south side of SW 6th Avenue, as shown on Map 1 and listed in Table 1. The property is currently used for the City of Scio wastewater treatment lagoons and public works facilities. The site is inside the Scio Urban Growth Boundary (UGB) but is outside the city limits. The City has submitted a land use application to annex the property to the City of Scio and rezone it to a public zone. This property line adjustment application will be considered concurrently with the city's annexation and zone change proposal.

Map 1 shows the site includes the City of Scio wastewater treatment facilities, including a small storage building and two lagoons. The *City of Scio Wastewater Facilities Plan*, prepared by Dyer Partnership in 2020, recommends the City upgrade its wastewater facilities over the next 10 years. The first phase of the project

includes construction of a new public works shop and equipment storage building on SW 6th Avenue. The City plans to design the building in 2020 and construct the new shop in 2021.

Map 1
City of Scio Lagoon Site (14.62-acres)

Table 1
City of Scio
Proposed Property Line Adjustment (Consolidate Parcels into one Parcel)

#	Assessor's Map and Tax Lot	Acres	Existing Use	Existing Comp Plan Map Designation	City of Scio Zoning District
1	10S 1W 18D TL 01500	9.33	Lagoon	Public	Public (P)
2	10S 1W 18D TL 01501	0.12	WW Site	Public	Public (P)
3	10S 1W 18D TL 01600	5.37	Lagoon	Public	Public (P)
	New Parcel Size	**14.62**			

B. Findings and Conclusions:

The applicant has complied with the application requirements and decision criteria for a property line adjustment set forth in Scio Land Division Code Chapter 8.5

Criteria I: The lots being modified in size through the property line adjustment shall meet the minimum lot size, width, and street access requirements of the zone in which they are located.

Criteria 2. If, prior to application, the lot did not meet lot size or width requirements, the property line adjustment shall not result in greater nonconformity with the applicable standards. However, street access requirements shall be met on the resulting parcels

> *Findings:* Table 1 shows the three parcels owned by the City of Scio are designated and zoned for Public Use. Section 3.440 of the Scio Zoning Ordinance states there are no minimum lot size or width requirements in the Public zone. Under Section 5.360 all new parcels shall have a 25' access to a public street. The new parcel will have 606' of frontage on SW 6th Avenue.
>
> The proposed lot complies with Criteria 1 and Criteria 2.

Criteria 3. The amended lot lines do not encroach on the location of sewage disposal or water supply lines or easements

> *Findings:* The proposal will eliminate all interior lot lines. All existing encroachments will be eliminated. The proposal complies with Criteria 3.

Criteria 4: The property line adjustment does not create any additional lots.

> *Findings:* No new parcels are created. The existing parcels are part of the GOIN'S LAND PLAT, a subdivision. If the Planning Commission approves the property line adjustment, a new partition plat survey must be prepared and recorded to eliminate any of the prior subdivision lines. The proposal complies with Criteria 4.

Criteria 5: The property line adjustment does not create building encroachments into any specified setback area. In situations where there is an existing building encroachment, the adjustment shall not result in a greater setback encroachment.

> *Findings:* There are no existing buildings on the parcel that encroach over property lines. The proposal does not create any building encroachments. The proposal complies with Criteria 5.

Criteria 6: If, in the review of the property line adjustment request, the Zoning/Building Official or Planning Commission determines that the adjustment appears to be a preliminary step toward subsequent partitioning or subdivision of any or all of the affected lots, the applicant(s) shall prepare a preliminary plan showing how the property will be divided

> *Findings:* There are no plans toward subsequent partitioning or subdivision of the lots. The proposal complies with Criteria 6.

Criteria 7: Verification of ownership for each property must be presented to the Zoning Official.

Findings: The Linn County Assessor's records show the following ownerships:

Assessor's Map	*Tax Lot*	*LC Assessor Account #*	*Owner*
T10S R1W 18D	01500	32298	City of Scio, PO Box 37, Scio, OR 97374
T10S R1W 18D	01501	335485	City of Scio, PO Box 37, Scio, OR 97374
T10S R1W 18D	01600	32306	City of Scio, PO Box 37, Scio, OR 97374

The proposal complies with Criteria 7.

Criteria 8: The property owners of each lot affected by the property line adjustment must sign a statement of agreement with the proposed changes.

Findings: City Manager Virginia Allen signed the application form on behalf of the City concurring with the proposal. The proposal complies with Criteria 8.

C. Planning Consultant Conclusions and Recommendation:

This property line adjustment application was submitted concurrently with a land use application to annex the 14.62-acre site to the City of Scio and to rezone the property in the City of Scio Public (P) zone. Upon the City Council approval of the annexation ordinance and its final approval by the Oregon Secretary of State and the Oregon Department of Revenue, the City will have jurisdiction to make a decision to approve this application for a property line adjustment.

Based upon the above stated findings and conclusions, the City's Zoning/Building Official concludes the applicant's proposal for a property line adjustment complies with all applicable requirements and decision criteria of the City of Scio, Oregon and hereby **recommends the application be approved, subject to the following condition of approval.**

D. Conditions of Approval:

This decision will not take effect until after the City of Scio adopts an ordinance to annex the 14.62-acre City of Scio Lagoon site on SW 6th Avenue and the annexation is approved by the Oregon Secretary of State and the Oregon Department of Revenue.

All conditions of approval must be completed within 90 days of the written approval of the annexation by the Oregon Secretary of State and the Oregon Department of Revenue or by January 1, 2021, whichever is later. If conditions are not completed by that date, the approval is null and void unless a written extension is granted by the City Manager.

1. A licensed surveyor in the State of Oregon must prepare and record a property line adjustment survey or partition plat (replat) map with the Linn County Surveyor that complies with ORS 92 requirements and the Linn County Surveyor's requirements. A copy of the recorded property line adjustment survey (replat) shall be provided to the City of Scio within 30 days of its recording.

E. Scio Planning Commission Action

The Scio Planning Commission will consider the proposal at the July 29, 2020 meeting of the Scio Planning Commission. No public hearing is required. The applicant is invited to attend the meeting and present the proposal to the Planning Commission. The City staff will present the staff report to the Commission.

The Planning Commission may either:

1. Approve the property line adjustment and conditions of approval (as recommended).
2. Approve the property line adjustment and conditions of approval (with modifications).
3. Deny the proposal if the Planning Commission finds it does not meet all criteria.

After the Planning Commission decision, the City's Planning Consultant will issue a Notice of Decision.

F. Right of Appeal:

Any person aggrieved by a decision of the Scio Planning Commission may file an appeal with the City Council within ten (10) days of the date the City issues a written Notice of Decision. If you have any questions regarding the Scio Planning Commission decision, you may contact Administrative Assistant Cathy Martin at City Hall at 503-394-3342.

Sincerely,

David W. Kinney
Planning Consultant for the City of Scio

Covered Bridge Capital of the West

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

July 30, 2020

Ginger Allen, City Manager
City of Scio
PO Box 37
Scio, OR 97374

RE: Notice of Decision – Land Use File No. 2020-07 Property Line Adjustment
Location: Scio City Hall Site - NW 1st Avenue
T10S R1W 18AA, Tax Lots 07400, 7500 and 7600

Dear Ginger:

On July 29, 2020 the Scio Planning Commission ***approved*** the City's application for a property line adjustment to consolidate the three parcels at the Scio City Hall site on NW 1st Avenue in Scio.

A. Findings and Conclusions:

The Planning Commission finds the proposal complies with the application requirements and decision criteria for a property line adjustment. The decision will be effective on August 10, 2020 if no appeal is filed.

B. Conditions of Approval:

The Planning Commission imposed one condition of approval, which must be completed by January 1, 2021.

1. A licensed surveyor in the State of Oregon must prepare and record a property line adjustment survey or partition plat (replat) map with the Linn County Surveyor that complies with ORS 92 requirements and the Linn County Surveyor's requirements. A copy of the recorded property line adjustment survey (replat) shall be provided to the City of Scio within 30 days of its recording.

C. Right of Appeal:

Any person aggrieved by this decision may file an appeal with the City of Scio within ten (10) days of this Notice of Decision and no later than 5:00 p.m. on Monday, August 10, 2020. The appeal shall comply with the application requirements of Article 12, Section 12.010 of the Scio Land Division Ordinance.

If you have any questions regarding the Planning Commission's decision, you may contact me or Cathy Martin, Administrative Assistant, at Scio City Hall at (503) 394-3342.

Sincerely,

David Kinney
Planning Consultant for the City of Scio

cc: City of Scio Planning file
Udell Engineering

City of Scio
Covered Bridge Capital of the West

David W. Kinney
Planning Consultant for the City of Scio
791 E. Hollister St., Stayton, OR 97383
Office: (503) 769-2020 Cell: (503) 551-0899
Email: dwkinney@wvi.com

June 1, 2020

Ginger Allen, City Manager
City of Scio
PO Box 37
Scio, OR 97374

RE: **Property Line Adjustment**
City of Scio City Hall Site – NW 1st Avenue
File 2020-07

Dear Ginger:

The property line adjustment application to adjust the boundary for three city-owned parcels on NW 1st Avenue, as shown on Map 1.

In accordance with Scio Municipal Code, Land Division Ordinance No. 562, a lot line adjustment must be reviewed and approved by the Scio Planning Commission. The Planning Commission will consider your application at their regularly scheduled meeting on July 29, 2020 at 7:00 p.m. at City Hall.

I recommend the Planning Commission approve your proposal because it complies with the Property Line Adjustment criteria in Section 8.540 of the Scio Land Division Code.

A. Property Line Adjustment Proposal

The City of Scio owns 0.32 acres of land in three parcels on the north side of NW 1st Avenue, as shown on Map 1 and listed in Table 1. The City of Scio has filed an application requesting the Scio Planning Commission approve a property line adjustment to consolidate three existing parcels on the north side of NW 1st Avenue into one 0.32-acre parcel.

The City has also submitted a land use application to redesignate and rezone the vacant 0.17-acre parcel at 38965 NW 1st Avenue to a Public (P) zone. This property line adjustment application will be considered concurrently with the city's comprehensive plan amendment and zone change proposal.

Two of the tax lots are occupied by the Scio City Hall and Public Works shop building. The third 0.17-acre lot at 38965 NW 1st Avenue is immediately east of the City Hall. The City acquired the property at 38965 NW 1st Avenue in 2019 and demolished an existing building. In 2020, the City proposes to design a new city hall/library to be constructed on the entire site. In 2021 the City Council proposes to demolish the existing city hall and construct a new city hall and library facility on this block.

Map 1

City of Scio City Hall Site (0.32-acres)

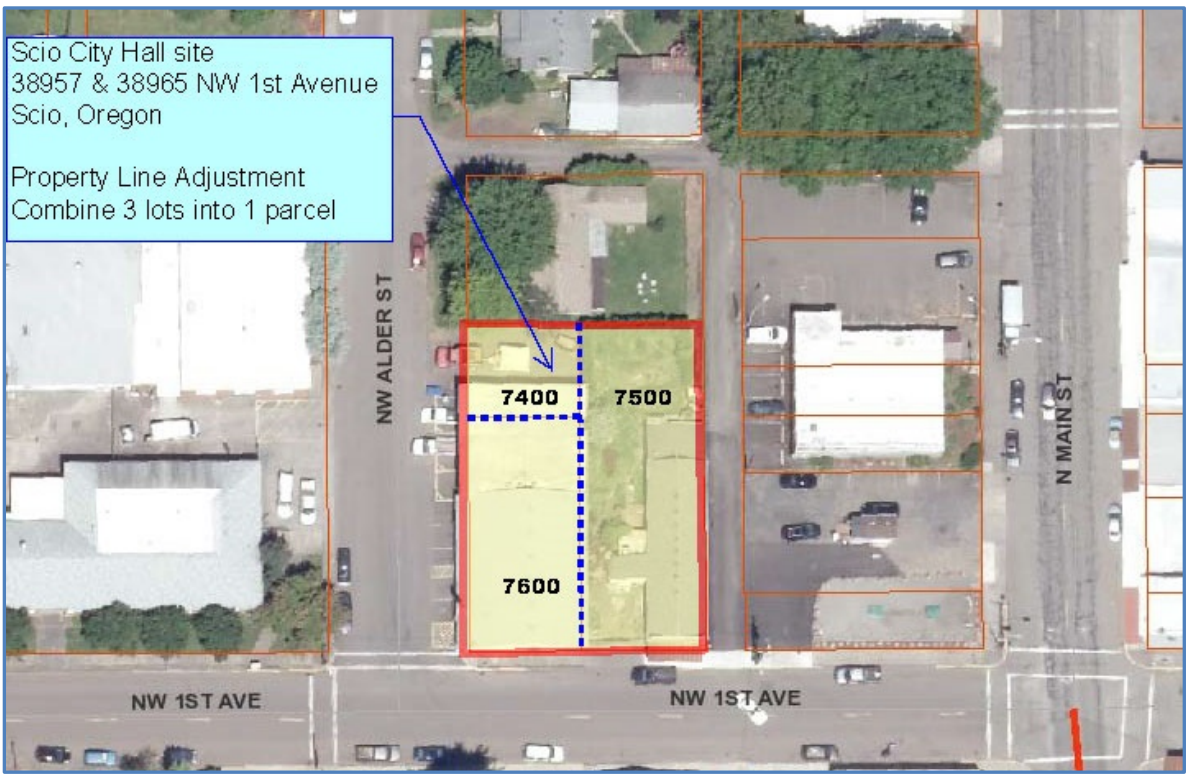


Table 1

City of Scio

Proposed Property Line Adjustment (Consolidate Parcels into one Parcel)

#	Assessor's Map and Tax Lot	Acres	Existing Use	Existing Comp Plan Map Designation	City of Scio Zoning District
2	10S 1W 18AA TL 07400	0.04	PW Shop	Public	Public (P)
3	10S 1W 18AA TL 07500	0.17	Vacant	Commercial	Commercial (C-1)
1	10S 1W 18AA TL 07600	0.11	City Hall	Public	Public (P)
	New Parcel Size	**0.32**			

B. Findings and Conclusions:

The applicant has complied with the application requirements and decision criteria for a property line adjustment set forth in Scio Land Division Code Chapter 8.5

Criteria I: The lots being modified in size through the property line adjustment shall meet the minimum lot size, width, and street access requirements of the zone in which they are located.

Criteria 2. If, prior to application, the lot did not meet lot size or width requirements, the property line adjustment shall not result in greater nonconformity with the applicable standards. However, street access requirements shall be met on the resulting parcels

> *Findings:* Table 1 shows the three parcels owned by the City of Scio are zoned for Public and Commercial Use. The City will rezone TL 7500 to Public prior to development of the site. Section 3.440 of the Scio Zoning Ordinance states there are no minimum lot size or width requirements in the Public zone. Under Section 5.360 all new parcels shall have 25' access to a public street. The new parcel will have 137' frontage on NW Alder Street and 100' frontage on NW 1st Avenue.
>
> The proposed lot complies with Criteria 1 and Criteria 2.

Criteria 3. The amended lot lines do not encroach on the location of sewage disposal or water supply lines or easements

> *Findings:* The proposal will eliminate all interior lot lines. Since the existing City Hall will be demolished all existing encroachments will be eliminated. The proposal complies with Criteria 3.

Criteria 4: The property line adjustment does not create any additional lots.

> *Findings:* No new parcels are created. The existing parcels are part of the original SCIO subdivision, platted in the 1880's. If the Planning Commission approves the property line adjustment, a new partition plat survey must be prepared and recorded to eliminate any of the prior subdivision lines. The proposal complies with Criteria 4.

Criteria 5: The property line adjustment does not create building encroachments into any specified setback area. In situations where there is an existing building encroachment, the adjustment shall not result in a greater setback encroachment.

> *Findings:* The City does not believe existing buildings on the parcel encroach over property lines. With the demolition of the existing city hall, any existing encroachments will be eliminated. The proposal does not create any building encroachments. The proposal complies with Criteria 5.

Criteria 6: If, in the review of the property line adjustment request, the Zoning/Building Official or Planning Commission determines that the adjustment appears to be a preliminary step toward subsequent partitioning or subdivision of any or all of the affected lots, the applicant(s) shall prepare a preliminary plan showing how the property will be divided

> *Findings:* There are no plans toward subsequent partitioning or subdivision of the lots. The proposal complies with Criteria 6.

Criteria 7: Verification of ownership for each property must be presented to the Zoning Official.

> *Findings:* The Linn County Assessor's records show the following ownerships:

Assessor's Map Tax Lot	*LC Assessor Account #*	*Owner*
T10S R1W 18AA 07400	30343	City of Scio, PO Box 37, Scio, OR 97374
T10S R1W 18AA 07500	30250	City of Scio, PO Box 37, Scio, OR 97374
T10S R1W 18AA 07600	30268	City of Scio, PO Box 37, Scio, OR 97374

The proposal complies with Criteria 7.

Criteria 8: The property owners of each lot affected by the property line adjustment must sign a statement of agreement with the proposed changes.

Findings: City Manager Virginia Allen signed the application form on behalf of the City concurring with the proposal. The proposal complies with Criteria 8.

C. Planning Consultant Conclusions and Recommendation:

This property line adjustment application was submitted concurrently with a land use application to amend the Scio Comprehensive Plan map to a public plan designation and to rezone the property to a City of Scio Public (P) zone. The property line adjustment is not dependent on the city's approval of the CP/ZC application; but may proceed if approved by the Scio Planning Commission.

Based upon the above stated findings and conclusions, the City's Zoning/Building Official concludes the applicant's proposal for a property line adjustment complies with all applicable requirements and decision criteria of the City of Scio, Oregon and hereby **recommends the application be approved, subject to the following condition of approval.**

D. Conditions of Approval:

All conditions of approval must be completed by January 1, 2021. If conditions are not completed by that date, the approval is null and void unless a written extension is granted by the City Manager.

1. A licensed surveyor in the State of Oregon must prepare and record a property line adjustment survey or partition plat (replat) map with the Linn County Surveyor that complies with ORS 92 requirements and the Linn County Surveyor's requirements. A copy of the recorded property line adjustment survey (replat) shall be provided to the City of Scio within 30 days of its recording.

E. Scio Planning Commission Action

The Scio Planning Commission will consider the proposal at the July 29, 2020 meeting of the Scio Planning Commission. No public hearing is required. The applicant is invited to attend the meeting and present the proposal to the Planning Commission. The City staff will present the staff report to the Commission.

The Planning Commission may either:

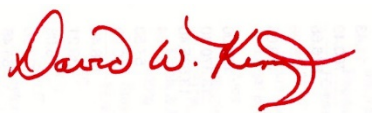
1. Approve the property line adjustment and conditions of approval (as recommended).
2. Approve the property line adjustment and conditions of approval (with modifications).
3. Deny the proposal if the Planning Commission finds it does not meet all criteria.

After the Planning Commission decision, the City's Planning Consultant will issue a Notice of Decision.

F. Right of Appeal:

Any person aggrieved by a decision of the Scio Planning Commission may file an appeal with the City Council within ten (10) days of the date the City issues a written Notice of Decision. If you have any questions regarding the Scio Planning Commission decision, you may contact Administrative Assistant Cathy Martin at City Hall at 503-394-3342.

Sincerely,



David W. Kinney
Planning Consultant for the City of Scio

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: **August**

TRAFFIC CITATIONS: ----------	**2**
TRAFFIC WARNINGS: ----------	**3**
TRAFFIC CRASHES: ----------	**0**
ADULTS CITED/VIOLATIONS: ----------	**0**
ADULTS ARRESTED : ----------	**1**
JUVENILES CITED/VIOLATIONS: ----------	**0**
JUVENILES ARRESTED: ----------	**0**
COMPLAINTS/INCIDENTS INVESTIGATED: ----------	**31**

TOTAL HOURS SPENT: **SCIO** **76**

CONTRACT HOURS= 72 HOURS

Jim Yon,
Sheriff, Linn County

By: Sergeant Greg Klein

MONTHLY BULLETIN OF DISPATCHED CALLS AND CASES FOR CONTRACT CITIES

This Report Encompasses: 8/ 1/20 to 8/31/20

Total Incidents This Month: **31**

Incident Information:	Description
CAD# 2020115881 TIME: 8/1/2020 6:25:58AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 39000 HWY 226 SCIO
CAD# 2020116519 TIME: 8/2/2020 7:09:48AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38700 N MAIN ST SCIO No Public Narrative.
CAD# 2020116753 TIME: 8/2/2020 4:26:16PM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38900 NW 1ST AVE SCIO
CAD# 2020116760 TIME: 8/2/2020 4:32:00PM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38500 SW FILBERT ST SCIO
CAD# 2020117952 TIME: 8/4/2020 5:56:55PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38600 SW ELDERBERRY ST SCIO No Public Narrative.

Incident Information:	Description
CAD# 2020118115 TIME: 8/4/2020 11:40:40PM CASE# CAD Only SCIO	NON 911 ISSUE Reported at Block of 38800 SW 2ND AVE SCIO No Public Narrative.
CAD# 2020118294 TIME: 8/5/2020 10:46:55AM CASE# CAD Only SCIO CAD CALL COMPLETE	JUVENILE COMPLAINT Reported at Block of 38700 N MAIN ST SCIO *I spoke to (MOM) and her son who opened the garage door by plugging in the garage opener then opening the door. He was at Grandmas house when this occurred. Mom called in as has a local resident. Juvenile has been located and is now with his mother. DHS is scheduled to come out Sunday for an eval.cad*
CAD# 2020118834 TIME: 8/6/2020 9:26:03AM CASE# CAD Only SCIO EXTRA PATROL	EXTRA PATROL Reported at Block of 38800 HWY 226 SCIO No Public Narrative.
CAD# 2020118874 TIME: 8/6/2020 11:00:59AM CASE# CAD Only SCIO WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 38800 HWY 226 SCIO Driver was a juvenile- 40/30. Admitted he thought the speed was 45 due to seeing the spd. sign just outside of the city limits. Warn
CAD# 2020119572 TIME: 8/7/2020 2:50:28PM CASE# CAD Only SCIO	DISTURBANCE Reported at Block of 38700 N MAIN ST/NW 1ST AVE SCIO No Public Narrative.
CAD# 2020119646 TIME: 8/7/2020 4:48:35PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 39000 HWY 226 SCIO Spoke with employee, Chuck who had solicitors license. Advised the caller of my findings. No crime. NFA

Incident Information:	Description
CAD# 2020120309 TIME: 8/8/2020 6:38:41PM CASE# 2002677 SCIO CAD CALL COMPLETE	Report Filed. INFO-CHILD AND FAMILY INFO Reported At Block Of 43400 RODGERS MOUNTAIN LOOP Occurred between 1838 hours on 8/8/2020 and 1838 hours on 8/8/2020 . Caller reported possible inappropriate touching between minor children. Deputy investigated and reported it to DHS.
CAD# 2020120639 TIME: 8/9/2020 12:00:54PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38700 N MAIN ST SCIO I looked at the items the RP wanted checked. They did not seem suspicious to me, so they were left in place.
CAD# 2020121170 TIME: 8/10/2020 11:09:07AM CASE# CAD Only SCIO CAD CALL COMPLETE	NOISE DISTURBANCE Reported at Block of 38900 NW CLAYTON PL SCIO Caller concerned about a vehicle being cut up at the location and possibly in violation of the city noise ordinance. I did not find any violations and the vehicle is not reported stolen.
CAD# 2020121680 TIME: 8/11/2020 7:55:20AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPECT FOLLOW UP Reported at Block of 38600 SW ALDER ST SCIO Follow up on prior case. Trina Marinelli (49 y/o) was cited for furnishing alcohol to a minor (violation).
CAD# 2020123784 TIME: 8/14/2020 4:07:29PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38700 SW 2ND AVE SCIO No Public Narrative.
CAD# 2020124177 TIME: 8/15/2020 6:40:37AM CASE# CAD Only SCIO CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 38600 SE BIRCH ST SCIO Medalert was notified of an activation. The patient could not be located, but family knows where she is at and is going to check on her.

Incident Information:	Description
CAD# 2020124212 TIME: 8/15/2020 8:53:58AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 SW 2ND AVE SCIO No Public Narrative.
CAD# 2020124433 TIME: 8/15/2020 3:56:19PM CASE# CAD Only SCIO CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 38800 N MAIN ST SCIO No Public Narrative.
CAD# 2020124920 TIME: 8/16/2020 11:05:47AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 SW 2ND AVE SCIO Deputy returned found cards to resident.
CAD# 2020125014 TIME: 8/16/2020 2:07:53PM CASE# CAD Only SCIO CAD CALL COMPLETE	ASSIST OTHER AGENCY Reported at Block of 38700 ROBINSON DR SCIO Deputies responded to an incident involving two vehicles pinching the operator. The incident happened on private property.
CAD# 2020125544 TIME: 8/17/2020 10:55:43AM CASE# CAD Only SCIO CALL TRANSFERRED TO OTH	TRANSFER 911 INFO - LAW CALL Reported at Block of 38700 N MAIN ST/HWY 226 SCIO
CAD# 2020126324 TIME: 8/18/2020 3:23:53PM CASE# CAD Only SCIO CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 39000 NE 1ST AVE SCIO Caboose is secure, unknown reason for activation.

Incident Information:	Description
CAD# 2020127849 TIME: 8/21/2020 2:17:31AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38900 NW 3RD AVE SCIO
CAD# 2020128156 TIME: 8/21/2020 1:49:35PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38700 NW BEECH ST SCIO I contacted the complainant by telephone who told me the vehicle has since been moved to another location in front of the school. The Nissan Titan has current tags, is not a hazard and parked legally along NW Beech St. I contacted the registered owner who told me he was staying with a friend and would be willing to park his pickup somewhere else in the
CAD# 2020129202 TIME: 8/23/2020 12:20:34AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUICIDAL SUBJECT Reported at Block of 38900 NW 1ST AVE SCIO Deputy transported adult male voluntarily to a mental health facility.
CAD# 2020130519 TIME: 8/25/2020 4:53:53AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO No Public Narrative.
CAD# 2020130527 TIME: 8/25/2020 5:46:03AM CASE# CAD Only SCIO CAD CALL COMPLETE	TRAFFIC COMPLAINT Reported at Block of 38900 SW 6TH AVE SCIO No Public Narrative.
CAD# 2020131756 TIME: 8/27/2020 2:22:05AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38700 N MAIN ST SCIO Vehicle with expired temp tag and expired plates parked at closed business. Unoccupied

Incident Information:	Description
CAD# 2020132904 TIME: 8/28/2020 8:41:07PM CASE# CAD Only SCIO CAD CALL COMPLETE	DISTURBANCE Reported at Block of 38800 NW CHERRY ST SCIO Deputies were called to a verbal domestic.
CAD# 2020133114 TIME: 8/29/2020 8:07:37AM CASE# CAD Only SCIO CAD CALL COMPLETE	THEFT Reported at Block of 38600 SW BEECH ST SCIO Caller reported theft of towing ball valued at $20. No suspects

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: **September**

TRAFFIC CITATIONS: ----------	**2**
TRAFFIC WARNINGS: ----------	**2**
TRAFFIC CRASHES: ----------	**0**
ADULTS CITED/VIOLATIONS: ----------	**0**
ADULTS ARRESTED : ----------	**0**
JUVENILES CITED/VIOLATIONS: ----------	**0**
JUVENILES ARRESTED: ----------	**0**
COMPLAINTS/INCIDENTS INVESTIGATED: ----------	**32**

TOTAL HOURS SPENT: **SCIO** **79**

CONTRACT HOURS= 72 HOURS

Jim Yon,
Sheriff, Linn County

By: Sergeant Greg Klein

MONTHLY BULLETIN OF DISPATCHED CALLS AND CASES FOR CONTRACT CITIES

This Report Encompasses: 9/ 1/20 to 9/30/20

Total Incidents This Month: **32**

Incident Information:	Description
CAD# 2020136053 TIME: 9/3/2020 3:03:25AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38800 SW 3RD AVE SCIO Deputy found an open garage door. Door was secured. No crime.
CAD# 2020136750 TIME: 9/4/2020 6:28:33AM CASE# CAD Only SCIO CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 38800 NW CHERRY ST SCIO questions about a restraining order and the eviction process.
CAD# 2020137192 TIME: 9/4/2020 8:13:33PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38900 NW 2ND AVE SCIO No Public Narrative.
CAD# 2020137622 TIME: 9/5/2020 3:37:31PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 39000 NE 1ST AVE SCIO No Public Narrative.
CAD# 2020138190 TIME: 9/6/2020 5:13:15PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38900 SW 2ND PL SCIO No Public Narrative.

Incident Information:	Description
CAD# 2020138427 TIME: 9/7/2020 12:25:06AM CASE# CAD Only SCIO SCIO	SECURITY CHECK Reported at Block of 38800 N MAIN ST SCIO Deputy patrolled Scio High School on foot in the early morning hours. Nothing suspicious located.
CAD# 2020140395 TIME: 9/9/2020 1:12:07PM CASE# 2003106 SCIO REPORT TAKEN	Report Filed. RAPE 1 - FORCIBLE Reported At Block Of 38600 SW ELDERBERRY ST Occurred between 2000 hours on 11/24/2016and 1312 hours on 9/9/2020 . Reported: Caller reporting past sexual abuse. This is still under investigation.
CAD# 2020140635 TIME: 9/9/2020 7:04:37PM CASE# CAD Only SCIO CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 38900 NW 3RD AVE SCIO Deputies attempted to conduct a welfare check on an individual They were gone prior to arrival.
CAD# 2020140899 TIME: 9/10/2020 6:38:23AM CASE# 2003128 SCIO REPORT TAKEN	REPORT PENDING. Original Call Type: BURGLARY Reported At Block Of 38800 N MAIN ST Occurred between 0638 hours on 9/10/2020 and 0638 hours on 9/10/2020 . Reported: A multiple tools stolen from an active construction site.
CAD# 2020140951 TIME: 9/10/2020 9:00:21AM CASE# CAD Only SCIO CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 38800 NW 1ST AVE SCIO No Public Narrative.
CAD# 2020141327 TIME: 9/10/2020 6:16:43PM CASE# CAD Only SCIO CAD CALL COMPLETE	CUSTODIAL INTERFERENCE Reported at Block of 38900 SW 6TH AVE SCIO A deputy discussed details of a parenting plan with a citizen to determine if it was being followed correctly.

Incident Information:	Description
CAD# 2020141347 TIME: 9/10/2020 6:53:04PM CASE# CAD Only SCIO	INFORMATION ONLY REPORT Reported at Block of 38900 SW 6TH AVE SCIO No Public Narrative.
CAD# 2020141407 TIME: 9/10/2020 8:41:53PM CASE# CAD Only SCIO	ASSIST OTHER AGENCY Reported at Block of 38800 SW 5TH AVE/SW CHERRY ST SCIO No Public Narrative.
CAD# 2020141490 TIME: 9/10/2020 11:19:17PM CASE# CAD Only SCIO SCIO	SUSPICIOUS PERSON Reported at Block of 38900 NW 1ST AVE SCIO A deputy checked the area, unable to locate the subject. The caller did not answer the deputy's phone calls.
CAD# 2020141585 TIME: 9/11/2020 4:54:47AM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38700 SE CEDAR ST/HWY 226 SCIO Operator warned for equipment and moving violation.
CAD# 2020141974 TIME: 9/11/2020 4:19:56PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 38700 N MAIN ST SCIO Caller reported 3 people walking around town with bags. A deputy checked the area and did not find anyone matching the descriptions.
CAD# 2020141992 TIME: 9/11/2020 4:49:49PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38900 SE 2ND AVE SCIO A citizen reported a male with road flares and a gas can in his truck. A deputy questioned the male about them. No crimes to report.

Incident Information:	Description
CAD# 2020143417 TIME: 9/14/2020 1:14:11AM CASE# CAD Only SCIO CAD CALL COMPLETE	DOMESTIC DISTURBANCE Reported at Block of 38900 NW JEFFERSON SCIO DR SCIO Deputies responded to a report of a female yelling in the listed area. Deputies were unable to determine the source of the yelling.
CAD# 2020143629 TIME: 9/14/2020 11:20:59AM CASE# 2003199 SCIO SCIO	Report Filed. THEFT 1 - FROM VEHICLE Reported At Block Of 38700 NW ALDER ST Occurred between 1120 hours on 9/14/2020 and 1120 hours on 9/14/2020 . Reported: Theft of several items from the bed of the victims pickup.
CAD# 2020145387 TIME: 9/17/2020 1:12:17AM CASE# CAD Only SCIO SCIO	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38900 NW CLAYTON PL SCIO Deputies responded to a report of a noise that sounded like someone was in distress. Deputies could not hear the noise upon arrival. I walked around the area and still was not able to locate anyone in distress. NFA.
CAD# 2020146633 TIME: 9/18/2020 11:05:12PM CASE# CAD Only SCIO SCIO	SECURITY CHECK Reported at Block of 38800 N MAIN ST SCIO A deputy patrolled the Scio High School on foot. The school property was secure.
CAD# 2020146797 TIME: 9/19/2020 8:35:36AM CASE# CAD Only SCIO	ALARM LAW ONLY Reported at Block of 38900 HWY 226 SCIO No Public Narrative.
CAD# 2020146992 TIME: 9/19/2020 3:51:16PM CASE# CAD Only SCIO CAD CALL COMPLETE	911 HANG UP CALL Reported at Block of 38900 HWY 226 SCIO Unknown source for a 911 call. No disturbance located.

Incident Information:	Description
CAD# 2020147191 TIME: 9/19/2020 10:16:37PM CASE# CAD Only SCIO NO REPORT	NOISE DISTURBANCE Reported at Block of 38900 NE 1ST AVE SCIO No Public Narrative.
CAD# 2020147386 TIME: 9/20/2020 11:27:08AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38800 NW 4TH AVE SCIO
CAD# 2020148281 TIME: 9/22/2020 12:07:52AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 39000 HWY 226 SCIO No Public Narrative.
CAD# 2020150882 TIME: 9/26/2020 10:05:10AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38600 SW BEECH ST SCIO No Public Narrative.
CAD# 2020151283 TIME: 9/27/2020 12:35:12AM CASE# CAD Only SCIO CITE NO INSURANCE	TRAFFIC STOP Reported at Block of 38900 NE 4TH AVE SCIO Male operator cited for DWS Violation and No insurance.
CAD# 2020151795 TIME: 9/28/2020 2:38:40AM CASE# CAD Only SCIO CAD CALL COMPLETE	SECURITY CHECK Reported at Block of 39000 NE 4TH AVE SCIO No Public Narrative.

Incident Information:	Description
CAD# 2020151869 TIME: 9/28/2020 7:46:35AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 NW ALDER ST SCIO No Public Narrative.
CAD# 2020153056 TIME: 9/30/2020 4:30:49AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38900 SE 2ND AVE SCIO
CAD# 2020153392 TIME: 9/30/2020 3:07:10PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38700 NW CHERRY ST SCIO

Agenda Item 1

OFFICE OF THE DIRECTOR
Kate Brown, Governor

Oregon Health Authority

500 Summer St NE E20
Salem OR 97301
Voice: 503-947-2340
Fax: 503-947-2341

Effective Date: September 24, 2020

Statewide Reopening Guidance - Gatherings, Indoor Social Get-Togethers

Authority: Executive Order No. 20-27, ORS 433.441, ORS 433.443, ORS 431A.010

Applicability: This guidance applies statewide to gatherings and indoor social get-togethers.

Enforcement: To the extent this guidance requires compliance with certain provisions, it is enforceable as specified in Executive Order 20-27, paragraph 26.

Definitions: For purposes of this guidance, the following definitions apply:

- "**Gathering**" means a group of individuals meeting for a common purpose including faith-based, civic, cultural and other purposes, indoors or outdoors. A gathering does not include an indoor social get-together.
- "**Indoor social get-together**" means a group of individuals meeting for a common social or recreational purpose indoors. Indoor social get-togethers include but are not limited to indoor dinner parties, birthday parties, graduation parties, celebrations of any kind, potlucks, book clubs, game nights, and other similar indoor gatherings. Indoor social get-togethers do not include gatherings.

Maximum Capacity Limit:

- For phase 1 counties the maximum capacity for gatherings is:
  - 50 people indoors
  - 50 people outdoors
- For phase 2 counties the maximum capacity for gatherings is:
  - 50 people indoors
  - 100 people outdoors
- Statewide, no matter what phase a county is in, the maximum capacity for an indoor social get-together is:
  - 10 people indoors.

- The maximum capacity limits described in this guidance do not apply to gatherings or indoor social get-togethers at a location covered by other sector-specific Oregon Health Authority (OHA) guidance, as those locations have their own maximum capacity limits and other restrictions. Sector-specific locations to which OHA guidance applies includes, but is not limited to venues, restaurants and bars, retail locations, indoor and outdoor entertainment facilities, fitness related organizations, higher education institutions, schools, and child care programs.

General:

To the extent possible operators and organizers of gatherings and indoor social get-togethers should:

- Consider outdoor gatherings when possible.
- Encourage people to stay home if they have COVID-19 symptoms and/or if they are at risk for severe illness (over age 65 or have underlying medical conditions).
- Encourage guests to practice good hand hygiene with frequent handwashing for at least 20 seconds or to use hand sanitizer (60-95% alcohol content).
- Encourage guests to cover coughs/sneezes with elbow or tissue. If a guest uses a tissue, they should immediately throw the tissue away in the garbage and wash their hands.
- Encourage guests to avoid touching their face.
- Require guests to use masks, face shields or face coverings. If the Statewide Mask, Face Shield, Face Covering Guidance applies to the location where the gathering is being held, masks, face shields or face coverings are mandatory. Review OHA sector-specific guidance for locations where the Statewide Mask, Face Shield, Face Covering Guidance applies.
- Ensure that ventilation systems operate properly. Increase air circulation and ventilation as much as possible by opening windows and doors. In indoor spaces, fans should only be used when windows or doors are open to the outdoors in order to circulate indoor and outdoor air. Do not open windows and doors if doing so poses a safety risk to adults and children.

Distance and Occupancy:

Operators of gatherings are required to:

- Determine maximum occupancy of each indoor and outdoor area to maintain the requirement of at least six (6) feet of physical distance between parties, and limit number of individuals on the premises accordingly. Use 35 square feet per person as a guide to determine maximum occupancy.
- Maintain physical distance of at least six (6) feet between people, except that members of the same party can participate in activities, stand in line together and do not have to stay six (6) feet apart. A distance of at least six (6) feet must be maintained between parties.

- Determine seating and or configuration to comply with all physical distancing requirements.
- Assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may meet or crowd.
- Do not combine parties or allow shared seating for individuals not in the same party.
- Remove or restrict seating or standing areas to facilitate the requirement of at least six (6) feet of physical distance between parties.
- Prohibit people in different parties from meeting/crowding in any area of the facility, both indoor and outdoor, including in parking lots.
- Configure outdoor space to ensure that parties contain no more than 10 people. For example: do not set tables for more than 10 people at a table or configure concert seating in groups of more than 10 seats.

Operators of specific sectors must comply with their sector specific guidance.

Cleaning and Disinfection:

Operators of gatherings are required to:

- Thoroughly clean all areas of gathering space prior to reopening after extended closure.
- Thoroughly clean the gathering space between events according to the cleaning and disinfection requirements.
- Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the coronavirus SARS-CoV-2 virus. No product will be labeled for COVID-19 yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
- Assign a sanitation attendant or attendants to frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas accessed by workers and attendees/participants.
- Assign a sanitation attendant or attendants to clean restrooms hourly during the event, and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol-content hand sanitizer) during all events.

Operators of specific sectors must comply with their sector specific guidance.

Additional guidance for operators of gatherings:

Operators of gatherings are required to:

- Review and implement the Oregon General Guidance for Employers on COVID-19.

- Comply with any applicable OHA sector guidance.
- Post clear signs listing COVID-19 symptoms, directing employees and attendees/participants with symptoms to stay or return home, and listing who to contact if they need assistance.

Guidance for Local Governments

Local governments are exempt from the maximum gathering capacity limits in this guidance when conducting government business in government buildings and on government owned or leased property. Local governments must comply with the maximum capacity limits in this guidance when engaging in non-governmental activities in government buildings or on governmental owned or leased properties, such as but not limited to county or city fairgrounds. Local governments must comply with the maximum capacity limits in this guidance when renting or allowing use of government buildings or governmental owned or leased properties for non-governmental activities.

When hosting social and recreational events or activities, city and county governments are required to:

- Comply with Statewide Reopening Guidance - Gatherings, Indoor Social Get-Togethers and limit the maximum capacity accordingly, in Phase One counties.
- Comply with the Phase Two Venue and Event Operators Guidance and limit the maximum capacity accordingly, in Phase Two counties.
- Comply with any other applicable OHA sector guidance, including restaurants and bars guidance.

Additional Resources:

- Signs you can post
- Statewide Mask, Face Covering, Face Shield Guidance
- CDC's Guidance for Administrators in Parks and Recreational Facilities

Document accessibility: For individuals with disabilities or individuals who speak a language other than English, OHA can provide information in alternate formats such as translations, large print, or braille. Contact the Health Information Center at 1-971-673-2411, 711 TTY or COVID19.LanguageAccess@dhsoha.state.or.us

Agenda Item 2

David W. Kinney

Community Development Consultant

791 E. Hollister Street, Stayton, OR 97383

Office: (503) 769-2020 • Cell: (503) 551-0899 • Fax: (503) 769-4111

Email: dwkinney@wvi.com

To: Mayor Chadd Weaver and City Councilors

From: Chairman Beau Buganski and Scio Planning Commission
David W. Kinney, Planning Consultant

Date: July 30, 2020 (revised October 7, 2020)

Subject: City File # 2020-06
Proposal: Annex 14.82 Acres
Zoning Map Amendment UGA Residential (UGB-UGA10) to Public (P)
Applicant: City of Scio
Location: Scio Wastewater Treatment Facility (Sewer Lagoon Site)

Proposal:

The City of Scio proposes to annex the 14.82-acre city lagoon site to the City of Scio and rezone it to a Public (P) zone. The site is inside the Scio Urban Growth Boundary (UGB) but is outside the city limits.

Map 1

Proposed Annexation and Zoning Map Amendment to Public (P)

City of Scio Wastewater Lagoon Site -- SW 6th Avenue, Scio, Oregon

Public Hearing and Public Testimony:

The Planning Commission held a public hearing on July 29, 2020 and continued the hearing to a special meeting on June 3, 2020. The City staff presented the application.

The following persons testified on the proposal.

- Adam Clawson: Mr. Clawson asked questions regarding the City's plans for existing buildings on the Lagoon site and at the City Hall site. He did not express support for or opposition to the proposal.

Staff Report and Findings:

The staff report dated July 20, 2020 was updated with the public testimony submitted to the Planning Commission and reflects the Planning Commission's July 29, 2020 deliberations on the proposal.

Planning Commission Recommendation: *Approval*

At the conclusion of its deliberations, the Scio Planning Commission unanimously recommended the City Council approve the proposal and adopt an Ordinance approving the application.

City Council Public Hearing and Decision Options

This is a "de novo" public hearing before the Scio City Council. The staff has prepared an updated staff report and provided City Councilors with the application, public testimony and minutes of the Planning Commission hearings.

The Mayor will conduct the hearing and follow the City's land use procedures.

Applicant:	The City Manager will present this proposal.
Staff Report:	City Planner David Kinney will present a brief staff report.
Public Testimony:	Testimony in Favor
	Testimony Opposed
	General Testimony and Questions from the Public
City Council	Questions from the City Council
Applicant Response	Summary and Rebuttal
Staff Summary	City Planner Summary

City Councilors are encouraged to raise questions during the hearing process.

Council Action

At the conclusion of the public hearing, the City Council may either:

1. Continue the Public Hearing until (date & time).
2. Close the Public Hearing but hold the Written Record Open until (date and time)
3. Close the Public Hearing and Make a Final Decision

If Continued: Motion or direction by the Mayor to continue the public hearing to _____, 2020 at 7:00 p.m. to consider further testimony.

[The Chair may continue the hearing to consider additional testimony on the entire application or may limit future testimony to specific issues].

Approval:

Motion 1: Motion to **APPROVE** File 2020-06 to annex the 14.82-acre City lagoon site and to amend the *Scio Zoning Map* to rezone the property to a Public zone and to adopt the findings of fact in the Staff Report dated July 20, 2020.

Motion 2: *Ordinance Adoption*: If approved, Adopt Ordinance No. 615 approving File No. 2020-06, the annexation of the 14.82-acre lagoon site and rezone the property to a Public zone.

Denial: Motion to Deny the application if City Council finds the application does not comply with all of the applicable comprehensive plan policies. The City Council shall direct the City Planning Consultant to prepare revised findings of fact for consideration by the City Council at the next regular council meeting.

City of Scio

Public Hearing before the Scio City Council
Hearing Format

A. Opening of the Public Hearing & Rules of Conduct

B. Introduction of City Councilors

C. Declarations of Ex Parte Contact, Conflicts of Interest or Bias

D. Staff Report and Planning Commission Recommendation

E. Applicant's Presentation or Testimony

F. Proponent's Testimony

G. Opponent's Testimony

H. General Testimony of Other Individuals or Organizations

I. Questions of Clarification from the City Council

J. Staff Summary

K. Continuation of Public Hearing to a Date Certain or Close of Public Hearing

The City Attorney will provide advice to the Mayor and Council on whether or not the City Council should continue the public hearing to another date and if the record will be kept open to allow for additional public testimony.

After the close of the public hearing, no further public testimony will be received by the City.

L. City Council Deliberation & Decision

The Scio City Council will deliberate on the proposal this evening and may either make a decision tonight or continue their discussion at their next regularly scheduled meeting.

The City Council may either (1) adopt an Ordinance approving the applicant's proposal, (2) take no action or (3) deny the proposal.

Public Hearing Rules of Conduct

The public hearing will be conducted in the order listed on the agenda. The Planning Commission Chairman will recognize each person who wishes to testify on the proposal. If you wish to testify during the public hearing, please assist us by abiding by the following rules:

1. State your name and address

2. Indicate whether you support the Comprehensive Plan amendments, oppose them or wish to offer general testimony.

3. Please keep your testimony brief and to the point. We request testimony be limited to 3-5 minutes per person.

4. Direct any questions you have to the Chairman. He will direct your question to the city staff, the Planning Commission or other person who may be able to provide an answer.

5. The Chair may limit testimony when it is cumulative, repetitive, irrelevant or immaterial to the issues being considered.

Disclosure Statements:

Right to Request the Record be Held Open: Any party to this hearing may request the record be held open for a minimum of seven (7) days to allow for the submittal of additional written testimony. If a request is made this evening, at the end of the hearing, the Chair will set a date and time the record will be closed.

Right to Appeal: The City Council will make the final decision on this proposal. Any person who is aggrieved by this decision may file an appeal with the Land Use Board of Appeals as specified in ORS 197 after the council makes its decision. Failure to raise an issue during the public hearing, either in person or by letter, or failure to provide sufficient specificity to afford the Planning Commission or City Council an opportunity to respond to that issue precludes an appeal to the State Land Use Board of Appeals on that issue.

City of Scio
Covered Bridge Capital of the West

David W. Kinney
Planning Consultant for the City of Scio
791 E. Hollister St., Stayton, OR 97383
Office: (503) 769-2020 Cell: (503) 551-0899
Email: dwkinney@wvi.com

SCIO CITY COUNCIL
STAFF REPORT

STAFF REPORT DATE: July 30, 2020 (revised October 7, 2020)

This staff report was prepared on July 30, 2020 and revised October 7, 2020. It includes all testimony provided to the Scio Planning Commission and it includes the Scio Planning Commission's July 29th deliberations, findings and recommendation to the City Council.

HEARING DATE:	July 29, 2020	7:00 PM	Scio Planning Commission
	October 12, 2020	6:00 PM	Scio City Council

FILE NUMBER: 2020-06 Annexation of 14.82 acres
Zoning Map Amendment (UGA-UGM (10) to Public (P)

APPLICANT/
PROPERTY OWNER: Ginger Allen, City Manager
City of Scio
PO Box 37, Scio, Oregon

APPLICANT'S PROPERTY:

Assessor's Map	Tax Lot	Account	Acres	Address
T10S R1W 18D	01500	32298	9.33	SW 6th Avenue (Lagoon)
T10S R1W 18D	01501	335485	0.12	SW 6th Avenue
T10S R1W 18D	01600	32306	5.37	SW 6th Avenue (Lagoon)
		Total	14.82 acres	

PROPOSAL: File PL 2020-06 Annexation
Zone Change UGA-UGM (10) to Public (P)

SUBMITTAL **File PL 2020-06 Application for an Annexation and Zone Change.**
Attachment A Aerial Map identifying property
Attachment B Linn County Assessor's Map

OTHER EXHIBITS
Exhibit A Agency Testimony
Exhibit B Public Testimony - None Received
Exhibit C DRAFT Ordinance – To Approve the Land Use File 2020-06

DECISION CRITERIA

The following criteria apply to this application for a Comprehensive Plan Amendment and Zone Change.

A. Oregon Statewide Planning Goals and related Oregon Administrative Rules (OAR 660)

- *Goal 1 – Citizen Involvement*
- *Goal 2 – Land Use – Buildable Lands*
- *Goal 6 – Air, Water and Land Resource Quality*
- *Goal 7 – Natural Hazards*
- *Goal 11 – Public Facilities*

B. Scio Comprehensive Plan, including

- *Land Use Goals and Policies*
  - *Goal LU-2 Buildable Lands*
  - *Policy LU-12 Public Lands – Sites for Public Facilities*
  - *Policy LU-14 Public Lands – Public Input in Siting of Public Facilities*
- *Natural Resource Goals and Policies*
  - *Flood Hazard Goals Goal NR-4*
  - *Flood Hazard Policies: NR-8 Flood Hazard Zone and Data*
- *Public Facilities Goals and Policies*
  - *Goal PF-1 Provide Quality Public Facilities*
  - *Public Facilities: PF-9 and PF-10 Timing of Public Facilities*

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

- Section 10.010 Application for Amendments
- Section 10.020 Public Hearings and Procedural Requirements

D. ORS 222 - Annexations

The Planning Commission will make its decision based on the criteria listed above. The criteria listed for the Scio Comprehensive Plan, the Scio Zoning Code and city ordinances can be viewed at the City of Scio website: http://ci.scio.or.us

I. Applicant's Proposal

The City of Scio proposes to annex the 14.82-acre city lagoon site to the City of Scio and rezone it to a Public (P) zone. The site is inside the Scio Urban Growth Boundary (UGB) but is outside the city limits.

Scio City Manager Ginger Allen filed an application requesting the City of Scio to annex the site and approve an amendment to the Scio Zoning Map to rezone the sewer lagoon property, a 14.82-acre site on SW 6th Avenue, from Linn County's Urban Growth Area – Urban Growth Management (UGA-UGM-10) zone to a City of Scio Public (P) zone. The property includes three tax lots on the south side of SW 6th Avenue in Scio.

The site includes the City of Scio wastewater treatment facilities, including a small storage building and two lagoons. The *City of Scio Wastewater Facilities Plan*, prepared by Dyer Partnership in 2020, recommends the City upgrade its wastewater facilities over the next 10 years. The first phase of the project includes construction of a new public works shop and equipment storage building on SW 6th Avenue. The City plans to design the building in 2020 and construct the new shop in 2021. The proposal must comply with the standards and criteria for a zone change. If approved, the City will replat and consolidate the three city parcels into one lot.

Map 1

Proposed Annexation and Zoning Map Amendment to Public (P)
City of Scio Wastewater Lagoon Site
SW 6th Avenue, Scio, Oregon

Table 1

City of Scio - Comprehensive Plan Map and Zone Change Proposal

#	Assessor's Map and Tax Lot	Acres	Existing Use	Existing Comp Plan Map Designation	Existing Zoning District	Proposed City of Scio Zoning District
1	10S 1W 18D TL 01500	9.33	Lagoon	Public	Urban Growth Area UGA – UGM (10)	Public (P)
2	10S 1W 18D TL 01500	0.12	WW Site	Public	Urban Growth Area UGA – UGM (10)	Public (P)
3	10S 1W 18D TL 01500	5.37	Lagoon	Public	Urban Growth Area UGA – UGM (10)	Public (P)

II. BACKGROUND INFORMATION

A. Pre-Application Information and Application Submittals:

The City staff and Planning Consultant met with the City Attorney and City Engineer on May 5, 2020 to discuss the City's plans to construct a new public works shop facility at the City of Scio wastewater treatment facility (lagoon site) on SW 6th Avenue in Scio.

During the meeting, Planning Consultant David Kinney advised the City that the property was inside the Scio UGB, but outside the city limits. In order to simplify the City's review and upgrade of all buildings and facilities at the site, he advised the City to annex the property, rezone the entire property for public use and complete a property line adjustment to consolidate the lots into a single parcel. The City staff and consultants reviewed the City's land use application process. At the conclusion of the meeting, the City Manager decided to proceed with a land use application in summer 2020.

The City filed an application on May 11, 2020. The Comprehensive Plan/Zone Change application was deemed complete on May 31, 2020. The City scheduled a City Council public hearing and action for September 14, 2020, in order to comply with the "120-day rule". Due to Oregon's wildfires, the City Council cancelled the September 14, 2020 City Council meeting; as the applicant waived the "120-day rule" and rescheduled the public hearing to October 12, 2020.

B. Application, Land Use Procedure and Review Requirements:

The application requires a public hearing before the Scio Planning Commission and a second public hearing before the City Council. At the conclusion of the Planning Commission's hearing, they will make a recommendation to the City Council to either approve or deny the proposal. The City Council will then hold a public hearing and make a final decision to approve or deny the proposal. If the Council approves the proposal, the City Council must adopt an ordinance to officially annex the property and amend the Scio Zoning Map.

The City adhered to the following schedule:

July 29, 2020	Scio Planning Commission Public Hearing. At the conclusion of the hearing the Commission deliberated and recommended the City Council ***approve*** the proposal.
October 12, 2020	Scio City Council Public Hearing. Receive the Scio PC recommendation and consider public testimony. At the conclusion of the City Council public hearing, the Council will make a decision to approve or deny the Planning Commission's recommendations. If approved, the City Council will adopt an ordinance at either the October 12, 2020 or November 9, 2020 city council meeting.

Due to the COVID-19 pandemic, the City may hold electronic meetings in lieu of in-person public hearings at City Hall. The City will ensure there are adequate opportunities for the public to participate in the public hearing and for the City to comply with public hearing requirements for a land use decision.

C. Public Hearings

Planning Commission Public Hearing: A public hearing concerning File 2020-06 was held before the Planning Commission on Wednesday, July 29, 2020 beginning at 7:00 p.m. The Planning Commission considered the City's presentation and public testimony on the proposal. At the conclusion of the hearing, Chair Beau Buganski closed the public hearing and the Commission deliberated.

Planning Commission Recommendation: On July 29, 2020 the Scio Planning Commission recommended the City Council ***approve*** application 2020-06.

City Council Public Hearing: A public hearing concerning File 2020-06 will be held before the Scio City Council as part of the regularly scheduled city council meeting on Monday, October 12, 2020 beginning at 6:00 p.m. The hearing will be held at the Scio City Hall, 38957 NW First Avenue in Scio.

D. Notices of Public Hearing:

The proposed Zone Change is a Post-Acknowledgment Plan Amendments (PAPA). Notice was provided to the Oregon Department of Land Conservation and Development (DLCD) on May 15, 2020.

Notice of the public hearings must be provided to affected governmental agencies, adjacent property owners and the community. Notices for both public hearings were provided as follows:

1. Mailing to Adjacent Property Owners: Written notice was mailed to owners of property within 500' of the subject property at least 10 days prior to the initial evidentiary hearing before the Scio Planning Commission and 10 days prior to a public hearing before the City Council. Notice of the initial evidentiary hearing was mailed to property owners on or about July 8, 2020, more than 10 days prior to the hearing.
2. Agency Notification: Agency notices will be emailed to affected agencies with a request that agency comments be returned to the City on July 9, 2020, more than 10 days prior to the public hearing.
3. Posting: Notices of the public hearing were posted at the U.S. Post Office in Scio, at City Hall and on the City of Scio website on July 9, 2020 more than 10 days prior to the public hearing.

F. Existing Conditions:

The City provided the following description of the site and surrounding neighborhood:

"The 14.8-acre lagoon site is located on the south side of SW 6th Avenue. The property includes 3 parcels. The Scio Wastewater Facilities Plan, Dyer Partnership, January 2020 recommends the city make several improvements to the city's wastewater facilities over the next 10 years. Phase 1 is to construct a new public works shop building north of Peters Ditch. Phase 2 will involve improvements to the lagoons and wastewater treatment facilities. Annexation, rezoning to Public and consolidation of the 3 existing tax lots into one parcel will enable the City to be solely responsible for land use and redevelopment decisions on the site. Design of the public works shop building will begin in 2020 and

construction will occur in 2021."

Surrounding Land Uses: The site is located in a Commercial (C-1) zone. Map 2 on the next page shows the zoning on surrounding properties and the adjacent land uses. The area is bordered by a variety of residential, commercial and public uses.

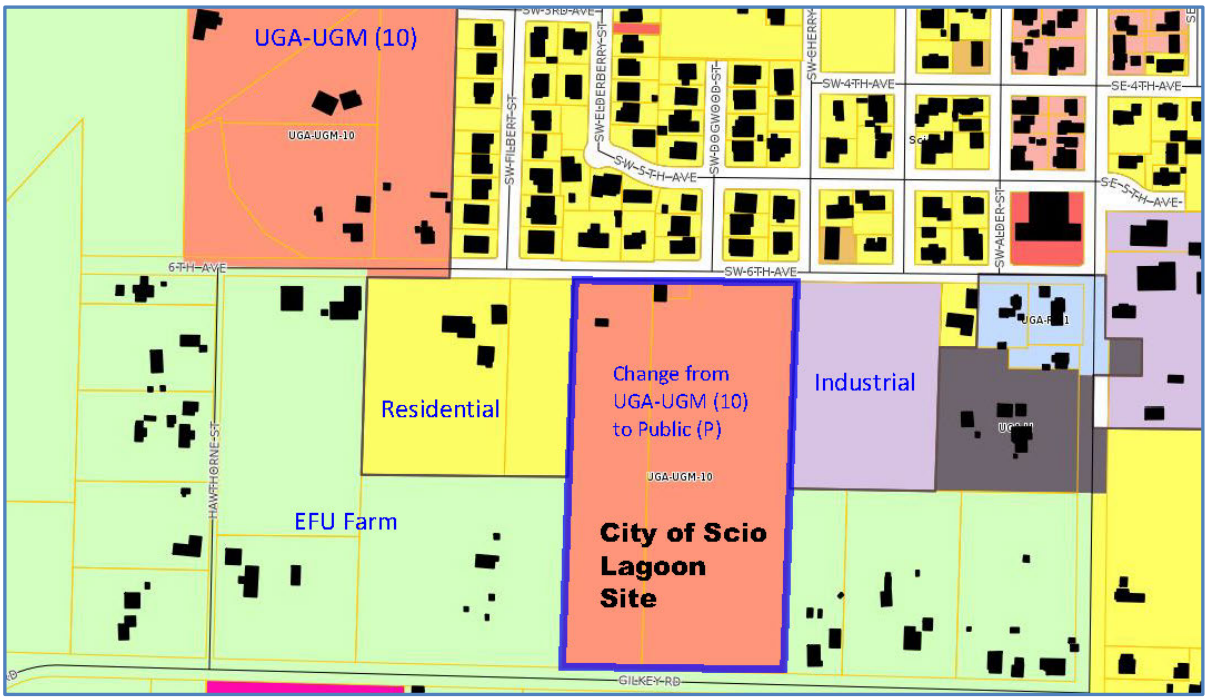
North: Single-family homes north of SW 6th Avenue.

West: Vacant parcel (Scio Youth Club) and single-family homes further west.

East: Vacant industrial parcel on SW 6th Avenue and a single-family home on Gilkey Rd.

South: Gilkey Road and rural residential homes outside the Scio UGB.

Map 2
Proposed City of Scio Lagoon Site
Surrounding Development and Zoning



G. Utilities:

The City of Scio lagoon site is currently served with all public utilities and improved streets and drainage facilities.

Water: A city water line is located in SW 6th Avenue.

Sewer: An 8" sanitary sewer main is located in SW 6th Avenue. Pressure lines from the city pump stations bring wastewater to the lagoon site.

Storm Sewer: Peters Ditch is a natural channel. Storm drainage from the site goes into Peters Ditch. As part of the city's site development plan for a new public works shop

building, the engineer/architect will be required to submit a storm drainage report and a plan for proposed storm drainage improvements.

H. Streets:

The City of Scio lagoon site abuts SW 6th Avenue. The portion of the street outside the city limits is owned and maintained by Linn County. The portion of the street inside the city limits is owned and maintained by the City of Scio. SW 6th Avenue is a full-width paved street, with curb on the south side. Sidewalks are located on the north side of the street. Street frontage improvements may be required at the time of development of the site.

I. Agency Comments and Public Testimony:

1. *Agency Comments*. Agency comments were solicited from DLCD, the Scio Rural Fire District and private utilities. Agency comments were requested back by July 19, 2020.
   - *Scio Rural Fire Protection District*: On July 9, 2020, Chief Levi Eckardt, Scio Fire District, responded via email: *"The Scio Fire District will need to ensure that water supply requirements are meet and access to the structure meets the requirements of the fire code."*
   - *Pacificorp*: On July 13, 2020, Kristi Wheeler, Journeyman Estimator for Pacificorp, responded via email: *"Pacific Power has no comments".*
   - *City Engineer*: On July 21, 2020 City Engineer Ryan Quigley, PE, The Dyer Partnership Engineers & Planners, Inc., responded via memorandum: *"We do not take any exception to this action and believe it will be a benefit to the City for the construction of a new Public Works building and future Wastewater Treatment Plant improvements at this location".*
2. *Public Testimony*. No written public testimony was submitted to the Scio Planning Commission. Any written testimony received prior to and during the City Council public hearing is hereby made a part of the record and attached in Exhibit B. A summary of oral testimony will be included in the meeting minutes.

III. FINDINGS

The City of Scio submitted an application for an annexation, Zone Change and property line adjustment. An amendment to the Scio Zoning Map is reviewed based on applicable criteria found in the Statewide Planning Goals, the *Scio Comprehensive Plan*.

The *Scio Comprehensive Plan* was updated by the City over a 4-year period from 2015-2019, and compiled into a final plan document in March 2019. The updated *Scio Comprehensive Plan* was acknowledged by DLCD as being in compliance with Oregon Statewide Planning Goals 1 to 14.

The City's Planning Consultant and the Scio Planning Commission have reviewed the proposal, including the City's submittals, to determine whether or not the proposal complies with the applicable standards and criteria listed on page 2 of this report.

A. Statewide Planning Goals, Oregon Laws and Administrative Rules

The following findings address statewide planning goals that apply to this application. The applicable Statewide planning goals that apply to this proposal are Goals 1, 2, 7 and 11.

City Planner and Planning Commission Goal and OAR Findings

Goal 1 – Citizen Involvement

The City of Scio provides opportunities for citizen involvement in all post-acknowledgement plan amendment proceedings. Notices of the city hearings were provided to affected property owners and agencies. Section II "Background Information" of this staff report outlines the public notice, hearings and citizen involvement process that is used by the City of Scio. The application, applicant's testimony, public testimony, agency reviews and comments, planning commission minutes and city council minutes are all part of the public record in this case and available to the public. The proposal complies with Goal 1 – Citizen Involvement.

Goal 2 – Land Use Planning:

Goal 2 requires the City to adopt a buildable lands analysis showing the City has a 20-year supply of buildable residential and employment lands to serve the projected growth of the community.

2.1 In April 2015, the City of Scio adopted the *Scio Buildable Lands Analysis Update* (Scio BLA) dated February 2015 in compliance with ORS 197.296 and OAR Chapter 660-024 "Urban Growth Boundaries".

2.2 The Scio Comprehensive Plan (Map LU-1) in Chapter 4 of the *Scio Comprehensive Plan* designates the entire lagoon site for public use. The Public plan designation and Public zone are intended to provide land for general government buildings and publicly-owned facilities, including public works and sewage treatment facilities.

2.3 Policy LU-12 encourages the City to secure adequate sites for public facilities in areas of the City which can best serve the citizens of Scio. The City intends to move its public works shop, vehicles and equipment storage to the SW 6th Avenue lagoon site.

The City concludes the proposal is consistent with the City's land use goals and policies to encourage the city to provide essential public facilities. The proposed rezoning will enable the City to invest in a new public works shop and improved wastewater treatment facilities at the lagoon site. The proposal complies with Goal 2.

Goal 7 – Natural Hazards.

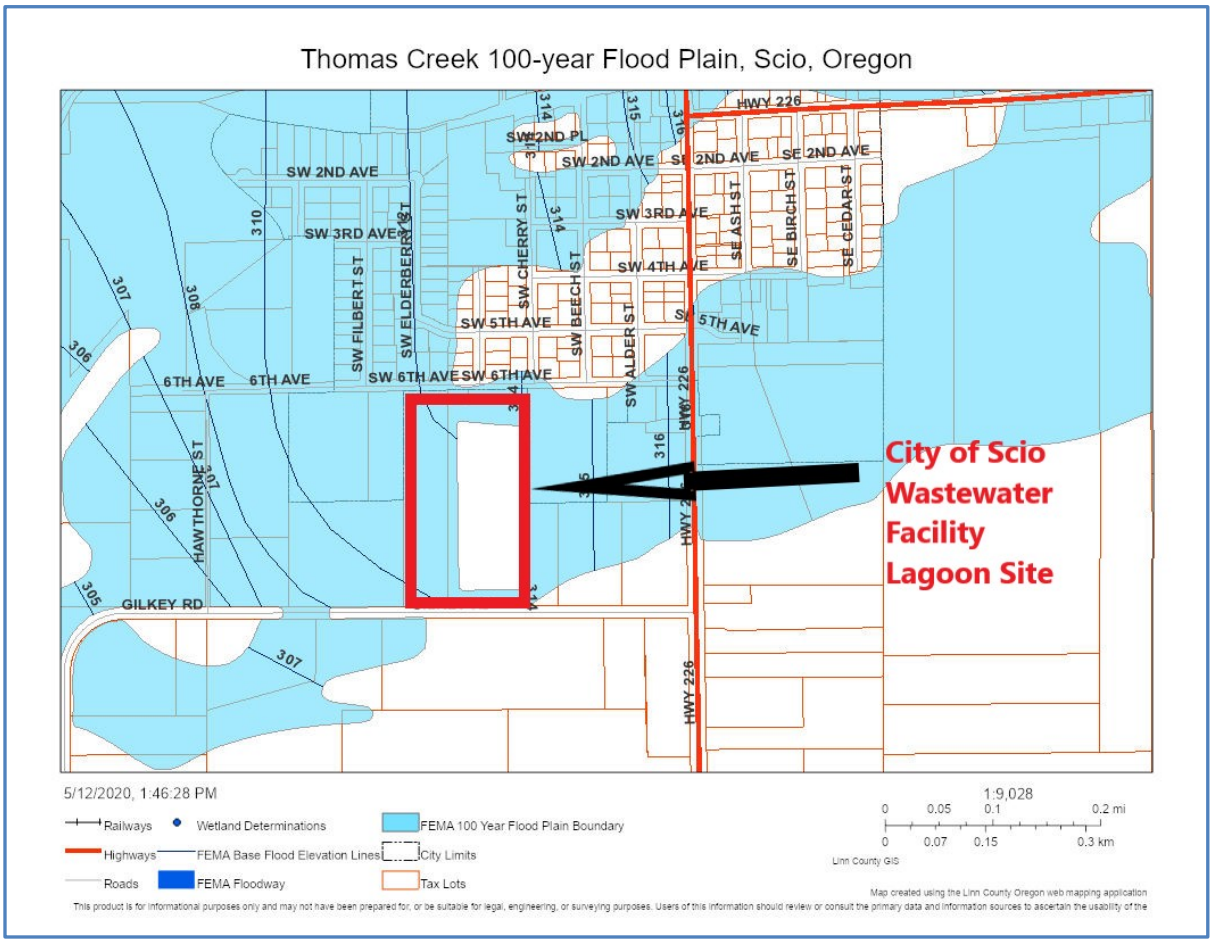
Goal 7 requires cities to inventory and adopt measures to protect the community from floods, landslides, earthquake and other natural disasters.

7.1 The site ***is*** located within the Thomas Creek 100-year flood plain, as shown on Map 3. The *Linn County Flood Insurance Study* (2010) and historical information from the January 2012 flood will be used to evaluate any site development plan for the new City Hall/library.

7.2 The community has a history of shallow flooding, including Peters Ditch, which flows along the north edge of the lagoon site. A flood in January 2012 caused water to flow along SW 6th Avenue and

overflow the banks of Peters Ditch, as shown on Map 4 – "City of Scio Flood Data – January 2012 Flood Event".

Map 3
Thomas Creek Flood Plain



7.3 Natural Hazards Goals and Policies:

Chapter 5 of the *Scio Comprehensive Plan* includes the following "Natural Resources" goals and policies that apply to the proposal.

FLOOD AND OTHER NATURAL HAZARDS

Goal NR-4: *To prevent losses as a direct result of natural hazards, by the identification of hazard areas and the control of development in hazard areas.*

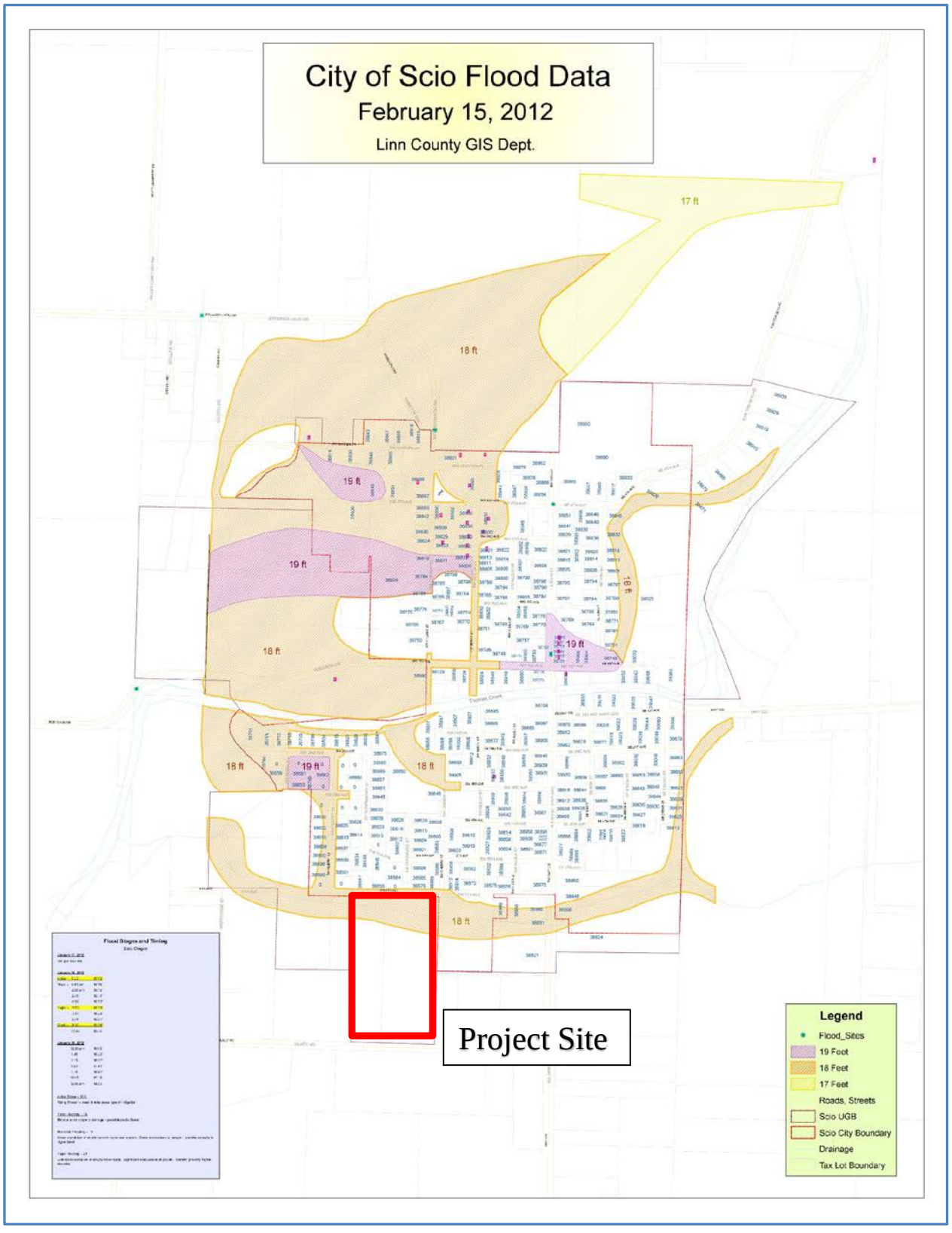
Policy NR-8: The City of Scio will utilize the best available information acceptable to the Federal Emergency Management Administration (FEMA) to identify special flood hazard areas.

Policy NR-10: The City of Scio will regulate development in areas subject to flooding in accordance with the adopted floodplain maps and the Scio Flood Hazards Ordinance.

The City of Scio has adopted Ordinance 579, the *Scio Flood Plain Management Ordinance and Linn County Flood Management Study (September 2010)*.

Map 4

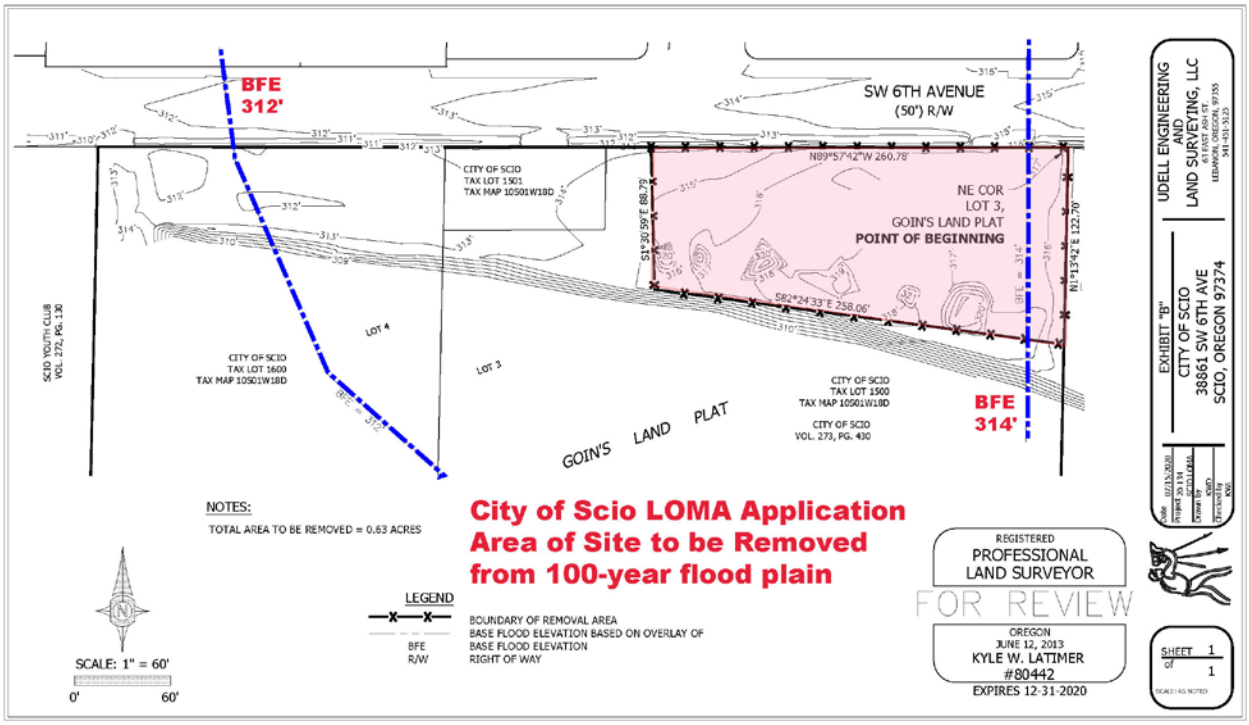
City of Scio Flood Data – January 2012 Flood Event



The flood management ordinance includes protection measures to govern development within the 100-year flood hazard area. It requires a property owner to obtain a Flood Development Permit from the City and comply with National Flood Insurance Program (NFIP) regulations. Scio Ordinance 536 has a balanced cut & fill requirement to prevent development from causing an increase in flood depths. *As part of the City's review of the site plan and building permits, the City will verify the project will not increase flood elevations and will not impede the flow of floodwaters within or around the site.*

Kyle Latimer, PLS, and Brian Vandetta, PE, Udell Engineering, have evaluated the portion of the site north of Peters Ditch to determine if any of the area from Peters Ditch to SW 6th Avenue has an elevation above the 314' Base Flood Elevation (BFE) and is outside the 100-year flood plain. He has submitted a Letter of Map Amendment (LOMA) application to FEMA requesting the area shown on Map 5 be removed from the 100-year flood plain. FEMA approved the LOMA in September 2020.

Map 5
City Letter of Map Amendment (LOMA) Application



7.4 Building Elevation Requirements within the Flood Plain. The new public works shop building must comply with the City's flood development regulations. Since the public works shop building is a "critical" government facility, the first-floor elevation shall be a minimum 3' above the base flood elevation. The lowest floor elevation will be 317' or above.

7.5 Storm Drainage. The site drains to Peters Ditch. Prior to approval of the site development plan, the City's civil engineer must prepare a "Storm Drainage Analysis" and certify the site complies with the Scio Public Work Design Standards.

7.6 Other Natural Hazards. Chapter 5 of the Scio Comprehensive Plan inventories other potential natural hazards. The City has not identified any other natural hazards that impact the site.

The City Planner concludes the City has adopted comprehensive plan goals, policies and development regulations appropriate to manage new development within the Thomas Creek Flood Hazard area and the proposal complies with the applicable Natural Hazards goals and policies. At the time of site development, the City will be required to elevate the 1st floor of any structures within the 100-year flood hazard area. With the approval of the LOMA (See Map 5 above) the City does plan to place any new structures in the 100-year flood plain. The City Engineer will prepare a storm drainage analysis, design and construct storm drainage improvements (as needed) in compliance with the City of Scio public works design standards and cut/fill ordinance requirements.

The City Planner concludes the proposal complies with Goal 7 and a site development can comply with the city's flood plain management requirements and storm drainage facilities requirements at the time of development.

Goal 11 – Public Facilities

Goal 11 requires cities to plan for the timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development. Chapter 11 "Public Facilities" in the Scio Comprehensive Plan was updated in 2018. Chapter 11 provides a brief summary of the existing facilities and services and concludes there are adequate services available to serve growth in the community for the 20-year planning period from 2017 to 2035.

11.1 Sanitary Sewer. The City of Scio operates a wastewater collection in the City and a wastewater treatment system on this site. In 2020, City Engineer Ryan Quigley, Dyer Partnership, LLC, prepared a new wastewater facility master plan for the City of Scio. The wastewater facilities plan recommends the City develop improved collection, pump station and treatment facilities to serve the community through the year 2040. This land use action will allow the City to build a new public works shop building (Phase 1) and upgrade the sewer lagoons to comply with federal and state environmental regulations for the operation within the city's National Pollutions Discharge and Elimination Permit (NPDES) rules.

The City concludes the proposal complies with Goal 11.

B. Scio Comprehensive Plan Goals and Policies

The City reviewed the proposal for compliance with the Scio Comprehensive Plan. The following goals and policies apply to the proposal:

LAND USE GOALS AND POLICIES

Land Use Goals:

Goal LU-2: The City of Scio will provide an adequate supply of land inside the city limits that is zoned for residential, commercial, industrial and public uses to meet the projected needs of the City for the next 20 years.

***Public Lands Policies**:*

Policy LU-12: The City will secure adequate sites for public facilities in areas of the City which can best serve the citizens of Scio.

Policy LU-14: The City will encourage citizen involvement and input in the planning, siting and design of public facilities.

Findings:

LU-1 The *Scio Buildable Lands Analysis Update* (2015) does not identify the amount of buildable land (# of acres) needed for city facilities during the 20-year planning period through the year 2035.

LU-2 The Scio Wastewater Facilities Plan, Dyer Partnership, January 2020 concludes the city's lagoon site is of sufficient size to serve the needs of the city for the 20-year planning period through the year 2040. The engineer concludes no additional land is needed for the wastewater treatment facility.

LU-3 The Scio Comprehensive Plan Map LU-1 designates the lagoon site for public use. The lagoon site is currently zoned UGA-UGM (10), which allows wastewater facilities under a conditional use permit granted by the Linn County Planning Department. The UGA-UGM zone serves as an urban transition zone until the site is annexed into the City of Scio.

LU-4 The City concludes that it is appropriate to annex the property to the City of Scio. Annexation will simplify the land use decision process when the city builds a new public works shop and expands the wastewater treatment facilities.

LU-5 At the time of site development, the City building plans for the public works shop must show the building complies with the City's flood development regulations. As part of the City's review of the site plan and building permits, the City will verify the project will not increase flood elevations and will not impede the flow of floodwaters within or around the site.

LU-5 In 2019, the City held multiple community meetings to invite members of the public to comment on the city's proposal to construct a new city hall and relocate the public works shop facility to a new 3-4 bay structure at the city's wastewater facilities site on SW 6th Avenue. The citizens who attended the council workshops overwhelmingly supported the City's proposal and plan to secure private bank financing to construct the new facilities. In February 2020, the City obtained City Council approval to secure private financing with Columbia Bank.

LU-6 The City has retained an architectural design firm and the City Engineer to design the new facilities. Design will be completed in 2020. Construction is planned for 2021. The City Manager plans to hold open houses to solicit community input and encourage public involvement.

The proposal is consistent with Goal LU-2 and Land Use Policies LU-12 and LU-14.

NATURAL RESOURCE GOALS AND POLICIES

FLOOD AND OTHER NATURAL HAZARDS

Goal NR-4: To prevent losses as a direct result of natural hazards, by the identification of hazard areas and the control of development in hazard areas.

Policy NR-8: The City of Scio will utilize the best available information acceptable to the Federal Emergency Management Administration (FEMA) to identify special flood hazard areas.

Policy NR-10: The City of Scio will regulate development in areas subject to flooding in accordance with the adopted floodplain maps and the Scio Flood Hazards Ordinance.

Findings:

NR-1 Goal N-4 requires the City to prevent losses as a result of natural hazards, including the 100-year flood plain for Thomas Creek.

NR-2 Policies NR-8 and NR-10 permit development on properties located in the Flood Hazard zone, subject to a Flood Development Permit and compliance with National Flood Insurance Program (NFIP) regulations.

NR-3 The City of Scio has adopted Ordinance 579, the *Scio Flood Plain Management Ordinance and Linn County Flood Management Study (September 2010)*. The flood management ordinance includes protection measures to govern development within the 100-year flood hazard area.

NR-4 Udell Engineering has been retained to determine if a Letter of Map Amendment (LOMA) is warranted for all or a portion of the lagoon site due to the existing ground elevations.

NR-5 In September 2020, FEMA approved a LOMA (See Map 5) to remove the north end of the lagoon site (proposed PW shop location) from the 100-year flood plain. The City Planner recommends the base floor elevation of the new public works shop be set at 317', approximately 3' above the base flood elevation, because the facility is a critical government facility and access is needed to enable the City to respond during a flooding emergency.

NR-5 Scio Ordinance 536 has a balanced cut & fill requirement to prevent development from causing an increase in flood depths.

NR-4 See the Goal 7 findings above for additional findings related to flood hazard requirements.

At the time of site development, the City Engineer will verify any cut or fill on the site and the new building will not increase flood elevations and will not impede the flow of floodwaters within or around the site. The proposal is consistent with Goal NR-4 and Policies NR-8 and NR-10.

PUBLIC FACILITIES GOALS AND POLICIES

***Public Facilities Goals*:**

Goal PF-1 *To provide quality public facilities and services for the citizens of Scio, in compliance with state and federal requirements and within the economic capabilities of the community.*

Public Facilities Policies:

Policy PF-9 The City of Scio will require city water, sewer and storm drainage facilities and services to be available in advance or concurrently with development.

Policy PF-10 At the time of development, the developer will be required to extend or expand needed public facilities to and through the development site at the developer's sole cost and expense.

Policy PF-19 The City shall plan for the logical and orderly extension of water and sewer services to properties within the Scio Urban Growth Boundary. Properties outside the city limits will be annexed to the City of Scio prior to the extension of water and sewer services.

Findings:

PF-1 Public facilities (water, sewer and storm drainage) serve the existing lagoon site. They are

available to serve the City Hall redevelopment site, as discussed in Section II-G "Utilities" and Section II-H "Streets" of this report.

PF-2 The City Engineer will prepare a "Storm Drainage Report" and a plan showing proposed parking, street and storm drainage improvements needed to serve a new public works shop facility at the lagoon site.

PF-3 The City will be required to install or replace any needed water, sewer, storm drainage and private utilities concurrently with the proposed public works shop building project.

PF-4 Policy PF-19 requires annexation prior to the extension of water/sewer services to a new building on the development site.

The proposal is consistent with Goal PF-1 and public facilities policies PF-9, PF-10 and PF-19.

TRANSPORTATION SYSTEM GOALS AND POLICIES

***Transportation Goals*:**

Goal T-1: *Streets and Highway System - Provide for efficient motor vehicle travel within and through the City of Scio.*

Goal T-2: *Active Transportation – Increase the availability of pedestrian and bicycle facilities.*

Transportation Policies and Objectives:

Objective 1c: Review land development proposals using the City's transportation development standards.

Objective 2a: Identify bike lane, recreational trail and sidewalk projects that enhance pedestrian/cyclist safety and encourage use of these facilities in Scio, including streetscape amenities such as lighting, benches, banners, and signage.

Findings:

T-1 SW 6th Avenue is a local street, with a full width paved street and curb on the south frontage abutting the lagoon site. No sidewalks are on the south side of the street.

T-2 The Scio local streets plan in Chapter 13 of the Scio Zoning Ordinance 561 shows full urban improvements (curb, gutter, bike lane, pedestrian sidewalks on SW 6th Avenue abutting the lagoon site.

T-4 See Goal 12 findings for additional findings.

The City Planner concludes the City can construct street and pedestrian facilities abutting the site concurrently with the redevelopment. The proposal is consistent with Transportation Goals T-1 and T-2 and Objectives 1c and 2a.

City Planner's Summary – Compliance with the Scio Comprehensive Plan Goals and Policies

The City Planner concludes the annexation and Zone Change application for the 14.8-acre lagoon site on SW 6th Avenue is consistent with the *Scio Comprehensive Plan* goals and policies. The City is required to submit detailed engineering plans and building elevation plans for the new public works shop facility at the time the City applies for building permits.

C. Annexation to the City of Scio

The applicant's proposal includes a request to annex 14.8 acres to the City of Scio and upon annexation rezone the property to a Public (P) zone.

ORS 222.125 allows cities to annex territory when all (100%) of the property owners of the territory and not less than 50% of the electors (registered voters) living within the area to be annexed submit a petition (application) requesting the property be annexed. The owner of the subject property is the City of Scio. The City Manager has signed the city's application on behalf of, and with the authorization of the Scio City Council. There are no electors.

The Scio Zoning Ordinance does not provide any decision criteria for approval of an annexation to the City and a concurrent zone change: "The amendment must be consistent with the applicable policies of the comprehensive plan." Section 2.050 of the Scio Zoning Ordinance requires annexations and re-zoning to be handled concurrently, and states further:

> **Section 2.050. Zoning of Annexed Areas. All areas annexed to the City shall be zoned within a city zoning district that is in harmony with the existing comprehensive plan description.**

The findings in Sections III-A and III-B of this report review applicable Statewide Planning Goals and the applicable Scio Comprehensive Plan goals and policies.

Conclusion: The annexation of the 14.8-acres and the concurrent rezoning of the property to a Public (P) zone is consistent with the comprehensive plan narrative and the *Scio Comprehensive Plan* Map LU-1. If approved, the City must adopt an ordinance annexing the property and obtain approval for the annexation map and legal description from the Oregon Department of Revenue and the Oregon Secretary of State.

D. Scio Zoning Ordinance – Article 10 "Zoning Amendments"

The City's proposal includes an amendment to the Scio Zoning Ordinance to rezone the 14.8-acre site from Linn County Urban Growth Area – Urban Growth Management (10-acre minimum) to a City of Scio Public (P) zoning district for the site shown on Map 1.

Scio Ordinance 561, Article 10 includes application requirements and procedures to considering a zone change application. Sections 10.000 to 10.030 do not include any criteria for review of a zoning map amendment. Therefore, the proposal must comply with the applicable Statewide Planning Goals, as reviewed in Section III-A above, and the Scio Comprehensive Plan goals and policies, as reviewed in Section III-B above.

Procedural Requirements

The application complies with the application, filing fee and review procedure requirements for a comprehensive plan map amendment and zoning map amendment as set forth in Ordinance 561, Sections 10.010 and 10.020.

The Planning Commission and City Planner concludes the proposed zone change application is consistent with the application and procedural requirements of the City of Scio and complies with Article 10, Ordinance 561.

IV. PLANNING COMMISSION CONCLUSION and RECOMMENDATION

Based on the findings and conclusions contained in this report, the Scio Planning Commission concludes the City's proposal complies with the requirements to approve an annexation of the 14.8-acre lagoon site and to rezone the property from Linn County UGA-UGM (10) to a City of Scio Public (P) zone. The Planning Commission recommends the City Council approve the application in File 2020-06.

V. CITY COUNCIL OPTIONS

If an electronic meeting is held, the City Attorney may recommend the City following a different public hearing review and approval process. The City Manager will provide guidance to the City Council.

The City Council has several options:

A. CONTINUE THE HEARING OR DELIBERATION:

Continue the Public Hearing or Deliberations to the next regularly scheduled meeting.

B. APPROVAL:

Approve the application if the City Council concludes the proposal complies with the decision criteria. No conditions of approval are recommended.

C. DENIAL:

Deny the application if the City Council concludes the proposal does not comply with the decision criteria, as follows . . . . [Insert basis for denial].

VI. MOTIONS

Continuance Motion or direction by the Mayor to continue the public hearing to _____, 2020 at 6:00 p.m. to consider further testimony on the proposal.

[The Mayor may continue the hearing to consider additional testimony on the entire application or may limit future testimony to specific issues].

Approval Motion to **APPROVE** File 2020-06 to annex the 14.8-acre lagoon site on SW 6th Avenue and to concurrently rezone the property to a City of Scio Public zoning district and to adopt the findings of fact in the Staff Report to the City Council dated July 30, 2020.

Denial Motion to recommend the City Council **DENY** File 2020-06 because the proposal does not comply with Scio Comprehensive Plan policies . . .. [list reasons]

The City Council directs the Planning Consultant to modify the findings and conclusions in the staff report to reflect the City Council's deliberation and to present the updated findings to the City Council at its next regular meeting on November 9, 2020 at 6:00 p.m.

VII. ORDINANCE ADOPTION (If Approved)

If the City Council approves the application, the City must adopt an ordinance to annex the property and to amend the Scio Zoning Map. A draft ordinance is provided as Exhibit C.

Exhibit List

Exhibit A: Agency Comments

The following exhibits are in the land use file at Scio City Hall. The full text of each agency comment is included in the staff report.

A-1 Scio Rural Fire Protection District. Email dated July 9, 2020.

A-2 Pacificorps. Email dated July 13, 2020

A-3 City Engineer. Memo from Ryan Quigley, PE, dated July 21, 2020.

Exhibit B: Public Testimony

No written public testimony was received by the Scio Planning Commission.

Exhibit C: DRAFT Ordinance 615

A draft ordinance to approve the proposed Annexation and Zoning Map Amendment to a Public (P) zone for the 14.82-acre City of Scio sewage lagoon site located on SW 6th Avenue in Scio.

City Of Scio, Oregon

ORDINANCE 615

Exhibit C

AN ORDINANCE REZONING A 14.75-ACRE TRACT OF LAND IN THE 38800 BLOCK OF SW 6TH AVENUE IN SCIO, OREGON AND ANNEXING THE 14.75-ACRE TRACT OF LAND INTO THE CITY OF SCIO, WHICH IS CONTIGUOUS TO THE CURRENT CITY LIMITS OF THE CITY OF SCIO, WITHOUT AN ELECTION OF THE PEOPLE.

WHEREAS, the City of Scio has submitted a land use application File 2020-06 regarding a 14.75-acre tract of land in the 38800 block of SW 6th Avenue and located between SW 6th Avenue and Gilkey Road in Scio, Oregon; Linn County Assessor's Map T10S R1W Section 18D, Tax Lot 01500, 01501 and 01600, in the City of Scio, Oregon; and

WHEREAS, the City proposes to

1. Annex the 14.75-acre tract of land, which includes the City's wastewater lagoons; and

2. Amend the Scio Zoning Map to rezone the annexed property from Linn County Urban Growth Management (UGM-UGA-10) zone to a City of Scio Public (P) zone,

WHEREAS, the City proposes to continue to use the property for the city's sewage lagoons, wastewater treatment facilities and public works facilities and activities; and

WHEREAS, the Planning Commission held a public hearing on July 29, 2020 to consider the application and upon deliberation, after the close of the public hearing, recommended the city council approve the application; and

WHEREAS, the City Council held a public hearing on October 12, 2020 and at the close of the hearing the City Council concurred with the Planning Commission recommendation; and

WHEREAS, the City Council adopted findings of fact approving the land use application;

WHEREAS, the City has reviewed the legal descriptions of the property to be annexed and rezoned; and

WHEREAS, ORS 222.125 allows cities to annex territory when all (100%) of the property owners of the territory and not less than 50% of the electors (registered voters) living within the area to be annexed submit a petition (application) requesting the property be annexed. The owner of the subject property is the City of Scio. There are no electors residing on the property.

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

SECTION 1: ANNEXATION AREA: The following property, described in the legal description, attached hereto in "Exhibit A" and shown on the map attached hereto as "Exhibit B", is hereby proclaimed to be annexed into the City of Scio.

Table 1
Annexation Area

#	Owner	Linn County Assessor's Map	Tax Lots	Total Parcel Size (Acres)	Existing Scio Comp Plan Designation and Scio Zoning	Proposed Scio Comp Plan Designation and Scio Zoning
1	City of Scio	T10S, R1W, Section 18D	01500 01501 and 01600	14.75	Linn County Urban Growth Management (UGM-UGA-10)	Public (P)

SECTION 2: ZONING MAP AMENDMENT: The Scio Zoning Map shall be amended to rezone the following properties from Linn County Urban Growth Management (UGM-UGA-10) to Public (P). Attached hereto is Exhibit "C", which accurately portrays the property be rezoned.

Table 2
Zoning Map Amendment

#	Owner	Linn County Assessor's Map	Tax Lots	Total Parcel Size (Acres)	Existing Scio Comp Plan Designation and Scio Zoning	Proposed Scio Comp Plan Designation and Scio Zoning
1	City of Scio	T10S, R1W, Section 18D	01500 01501 and 01600	14.75	Linn County Urban Growth Management (UGM-UGA-10)	Public (P)

SECTION 3: RECORD.

1. The City Manager shall submit to the Oregon Secretary of State a certified true copy of this ordinance.

2. The City Manager shall send a certified true copy of this ordinance to the Linn County Assessor, the Linn County Clerk, Linn County Geographic Information System (GIS) Department, Linn County Planning Department and the Oregon Department of Revenue within ten (10) days of the effective date of the annexation.

3. The City Manager shall notify all affected utilities of the annexation.

SECTION 4. 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 12th day of October, 2020.

This Ordinance passed on the 12th day of October, 2020 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

Exhibits:

"A" - Legal Description of Area Annexed to the City of Scio.

"B" – Map of Annexation Area

"C" – Map of Area Rezoned to a City of Scio Public (P) zone.

EXHIBIT "A"

ANNEXATION LEGAL

(TAX LOTS 1500, 1501 & 1600 FROM LINN COUNTY ASSESSOR'S MAP 10S01W18D)

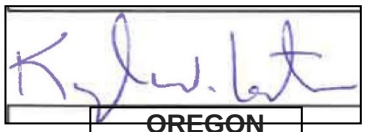
AN AREA OF LAND IN THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 10 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, LINN COUNTY, OREGON MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF SW 6TH AVE, SAID POINT BEARS SOUTH 01°17'33" WEST 0.54 FEET FROM A 1 INCH IRON PIPE, SAID IRON PIPE BEARS NORTH 90°00'00" EAST 172.40 FEET FROM THE NORTHWEST CORNER OF LOT 4, GOIN'S LAND PLAT, A PLATTED ADDITION IN LINN COUNTY, OREGON; THENCE ALONG SAID RIGHT-OF-WAY, SOUTH 89°57'42" EAST 606.47 FEET TO THE NORTHEAST CORNER OF LOT 3, GOIN'S LAND PLAT; THENCE LEAVING SAID RIGHT-OF-WAY, ALONG THE EAST LINE OF SAID LOT 3, SOUTH 01°13'42" WEST 1063.34 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY OF GILKEY ROAD; THENCE ALONG SAID RIGHT-OF-WAY, NORTH 89°04'29" WEST 607.53 FEET TO A 1/2 INCH IRON ROD; THENCE LEAVING SAID RIGHT-OF-WAY, NORTH 01°17'33" EAST 1053.95 FEET TO THE POINT OF BEGINNING.

BEARINGS BASED ON LINN COUNTY SURVEY NO. 886 AND 15687

THE ABOVE DESCRIBED AREA CONTAINS 14.75 ACRES

REGISTERED
PROFESSIONAL
LAND



OREGON
JUNE 12, 2013
KYLE W. LATIMER
80442

EXPIRES 12-31-2020

Udell Engineering & Land Surveying, LLC
63 East Ash Street, Lebanon, OR 97355
Ph: 541-451-5125 • Fax: 541-451-1366

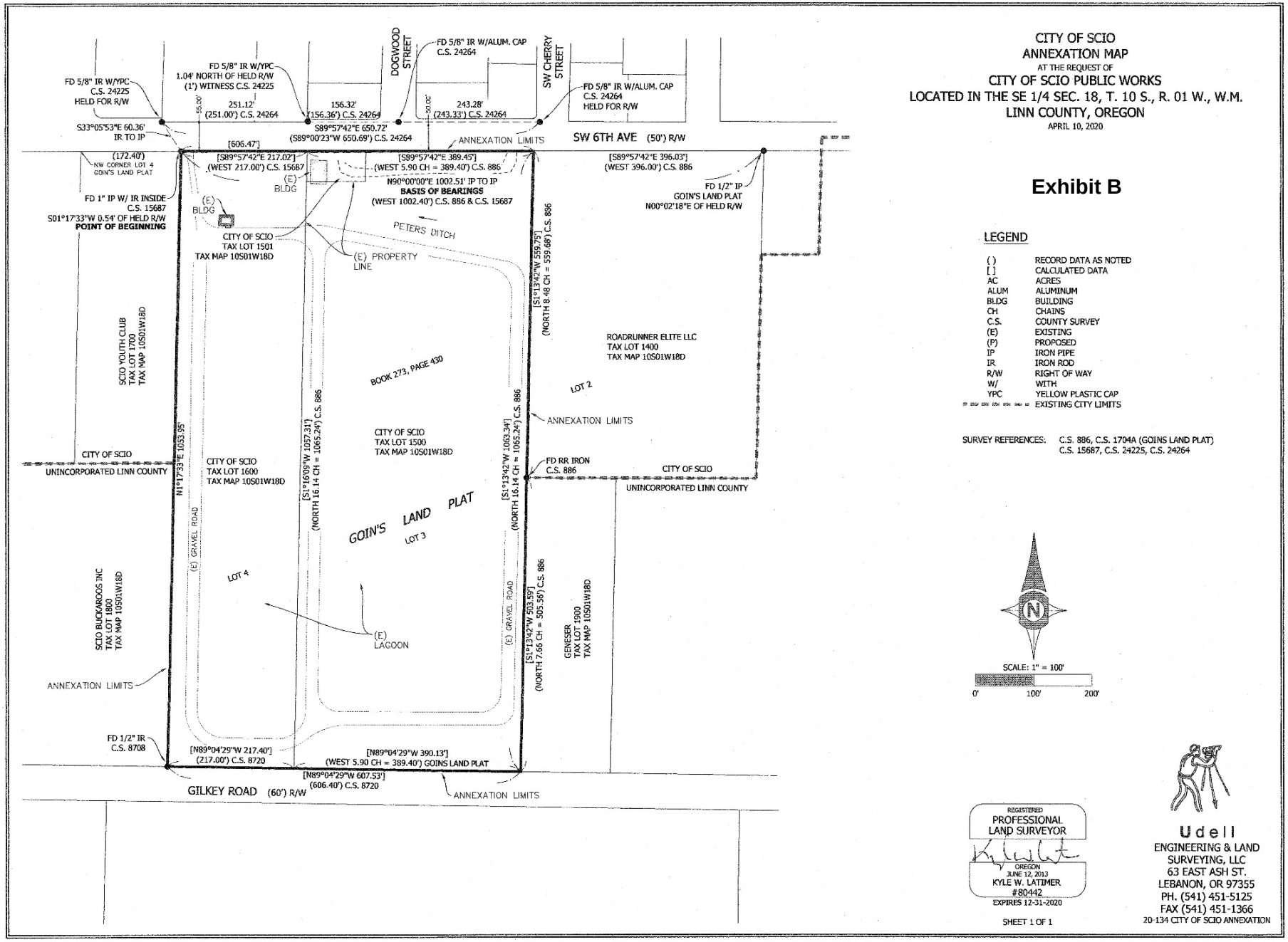
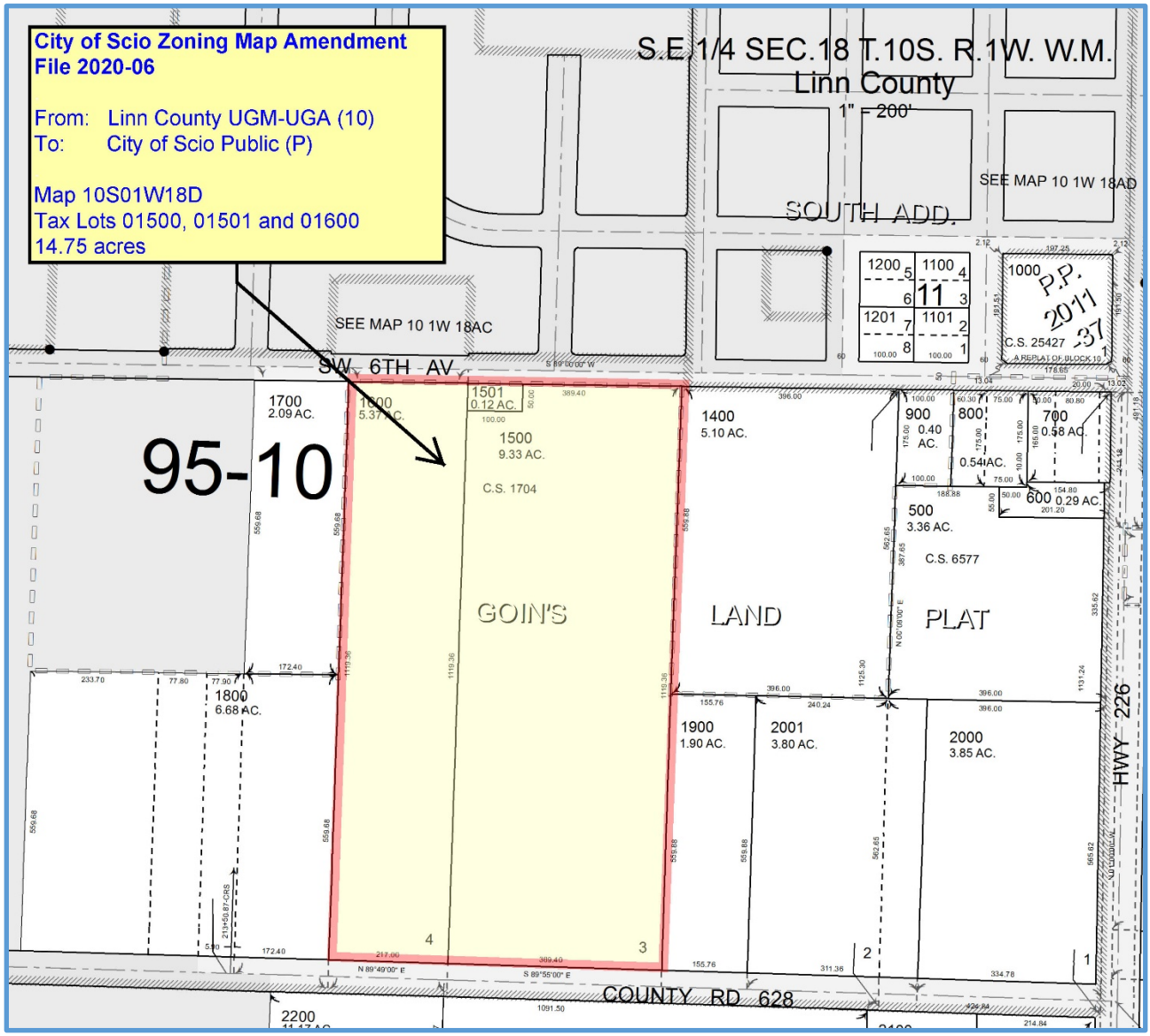

CITY OF SCIO
ANNEXATION MAP
AT THE REQUEST OF
CITY OF SCIO PUBLIC WORKS
LOCATED IN THE SE 1/4 SEC. 18, T. 10 S., R. 01 W., W.M.
LINN COUNTY, OREGON
APRIL 10, 2020
Exhibit B
LEGEND
( ) RECORD DATA AS NOTED
[ ] CALCULATED DATA
AC ACRES
ALUM ALUMINUM
BLDG BUILDING
CH CHAINS
C.S. COUNTY SURVEY
(E) EXISTING
(P) PROPOSED
IP IRON PIPE
IR IRON ROD
R/W RIGHT OF WAY
W/ WITH
YPC YELLOW PLASTIC CAP
EXISTING CITY LIMITS
SURVEY REFERENCES: C.S. 886, C.S. 1704A (GOINS LAND PLAT)
C.S. 15687, C.S. 24225, C.S. 24264
SCALE: 1" = 100'
0' 100' 200'
FD 5/8" IR W/YPC C.S. 24225 HELD FOR R/W
FD 5/8" IR W/YPC 1.04' NORTH OF HELD R/W (1') WITNESS C.S. 24225
FD 5/8" IR W/ALUM. CAP C.S. 24264
FD 5/8" IR W/ALUM. CAP C.S. 24264 HELD FOR R/W
DOGWOOD STREET
SW CHERRY STREET
SW 6TH AVE (50') R/W
S33°05'53"E 60.36' IR TO IP
251.12' (251.00') C.S. 24264
156.32' (156.36') C.S. 24264
243.28' (243.33') C.S. 24264
S89°57'42"E 650.72' (S89°00'23"W 650.69') C.S. 24264
ANNEXATION LIMITS
[606.47']
(172.40') NW CORNER LOT 4 GOIN'S LAND PLAT
[S89°57'42"E 217.02'] (WEST 217.00') C.S. 15687
[S89°57'42"E 389.45'] (WEST 5.90 CH = 389.40') C.S. 886
[S89°57'42"E 396.03'] (WEST 396.00') C.S. 886
FD 1" IP W/ IR INSIDE C.S. 15687
S01°17'33"W 0.54' OF HELD R/W
POINT OF BEGINNING
(E) BLDG
(E) BLDG
N90°00'00"E 1002.51' IP TO IP
BASIS OF BEARINGS
(WEST 1002.40') C.S. 886 & C.S. 15687
FD 1/2" IP GOIN'S LAND PLAT N00°02'18"E OF HELD R/W
PETERS DITCH
CITY OF SCIO TAX LOT 1501 TAX MAP 10S01W18D
(E) PROPERTY LINE
[S1°13'42"W 559.75'] (NORTH 8.48 CH = 559.68') C.S. 886
SCIO YOUTH CLUB TAX LOT 1703 TAX MAP 10S01W18D
ROADRUNNER ELITE LLC TAX LOT 1400 TAX MAP 10S01W18D
BOOK 273, PAGE 430
LOT 2
ANNEXATION LIMITS
CITY OF SCIO TAX LOT 1500 TAX MAP 10S01W18D
CITY OF SCIO
UNINCORPORATED LINN COUNTY
N1°17'33"E 1053.95'
CITY OF SCIO TAX LOT 1600 TAX MAP 10S01W18D
[S1°16'09"W 1057.31'] (NORTH 16.14 CH = 1065.24') C.S. 886
[S1°13'42"W 1063.34'] (NORTH 16.14 CH = 1065.24') C.S. 886
FD RR IRON C.S. 886
CITY OF SCIO
UNINCORPORATED LINN COUNTY
GOIN'S LAND PLAT
LOT 3
LOT 4
(E) GRAVEL ROAD
(E) GRAVEL ROAD
SCIO BUCKAROOS INC TAX LOT 1800 TAX MAP 10S01W18D
(E) LAGOON
[S1°13'42"W 503.59'] (NORTH 7.66 CH = 505.56') C.S. 886
GENESER TAX LOT 1900 TAX MAP 10S01W18D
ANNEXATION LIMITS
FD 1/2" IR C.S. 8708
[N89°04'29"W 217.40'] (217.00') C.S. 8720
[N89°04'29"W 390.13'] (WEST 5.90 CH = 389.40') GOINS LAND PLAT
[N89°04'29"W 607.53'] (606.40') C.S. 8720
GILKEY ROAD (60') R/W
ANNEXATION LIMITS
REGISTERED PROFESSIONAL LAND SURVEYOR
OREGON JUNE 12, 2013 KYLE W. LATIMER #80442
EXPIRES 12-31-2020
SHEET 1 OF 1
Udell
ENGINEERING & LAND SURVEYING, LLC
63 EAST ASH ST.
LEBANON, OR 97355
PH. (541) 451-5125
FAX (541) 451-1366
20-134 CITY OF SCIO ANNEXATION

Exhibit "C"


City of Scio Zoning Map Amendment
File 2020-06
From: Linn County UGM-UGA (10)
To: City of Scio Public (P)
Map 10S01W18D
Tax Lots 01500, 01501 and 01600
14.75 acres
S.E.1/4 SEC.18 T.10S. R.1W. W.M.
Linn County
1" = 200'
SEE MAP 10 1W 18AD
SOUTH ADD.
SEE MAP 10 1W 18AC
SW 6TH AV
95-10
1700
2.09 AC.
1501
0.12 AC.
1500
9.33 AC.
C.S. 1704
GOIN'S
1400
5.10 AC.
900
0.40 AC.
800
0.54AC.
700
0.58 AC.
600 0.29 AC.
500
3.36 AC.
C.S. 6577
LAND
PLAT
1800
6.68 AC.
1900
1.90 AC.
2001
3.80 AC.
2000
3.85 AC.
HWY 226
COUNTY RD 628
P.P. 2011 37
C.S. 25427

Agenda Item 3

David W. Kinney

Community Development Consultant

791 E. Hollister Street, Stayton, OR 97383

Office: (503) 769-2020 • Cell: (503) 551-0899 • Fax: (503) 769-4111

Email: dwkinney@wvi.com

To: Mayor Chadd Weaver and City Councilors

From: Chairman Beau Buganski and Scio Planning Commission
David W. Kinney, Planning Consultant

Date: July 30, 2020 (revised October 7, 2020)

Subject: City File # 2020-07
Proposal: Comprehensive Plan Map Amendment (Commercial) to (Public)
Zoning Map Amendment Commercial (C-1) to Public (P)
Applicant: City of Scio
Location: 38965 NW 1st Avenue, Scio

Proposal:

The City of Scio proposes to amend the Scio Comprehensive Plan Map and Zoning Map to redesignate and rezone a 0.15-acre parcel, immediately east of City Hall. The City Council proposes to demolish the existing city hall and construct a new city hall and library facility on this block. If approved, the City will replat and consolidate the three city parcels into one lot.

Map 1

Proposed Comprehensive Plan Map and Zoning Map Amendments Commercial (C-1) to Public (P)
0.15-acre parcel at 38965 NW 1st Avenue, Scio, Oregon

Public Hearing and Public Testimony:

The Planning Commission held a public hearing on July 29, 2020. The City staff presented the application.

The following persons testified on the proposal.

- Adam Clawson: Mr. Clawson asked questions regarding the City's plans for existing buildings on the Lagoon site and at the City Hall site. He did not express support for or opposition to the proposal.

Staff Report and Findings:

The staff report dated July 20, 2020 was updated with the public testimony submitted to the Planning Commission and reflects the Planning Commission's July 29, 2020 deliberations on the proposal.

Planning Commission Recommendation: *Approval*

At the conclusion of its deliberations, the Scio Planning Commission unanimously recommended the City Council approve the proposal and adopt an Ordinance approving the application.

City Council Public Hearing and Decision Options

This is a "de novo" public hearing before the Scio City Council. The staff has prepared an updated staff report and provided City Councilors with the application, public testimony and minutes of the Planning Commission hearings.

The Mayor will conduct the hearing and follow the City's land use procedures.

Applicant:	The City Manager will present this proposal.
Staff Report:	City Planner David Kinney will present a brief staff report.
Public Testimony:	Testimony in Favor
	Testimony Opposed
	General Testimony and Questions from the Public
City Council	Questions from the City Council
Applicant Response	Summary and Rebuttal
Staff Summary	City Planner Summary

City Councilors are encouraged to raise questions during the hearing process.

Council Action

At the conclusion of the public hearing, the City Council may either:

1. Continue the Public Hearing until (date & time).
2. Close the Public Hearing but hold the Written Record Open until (date and time)
3. Close the Public Hearing and Make a Final Decision

If Continued: Motion or direction by the Mayor to continue the public hearing to _____, 2020 at 7:00 p.m. to consider further testimony.

[The Chair may continue the hearing to consider additional testimony on the entire application or may limit future testimony to specific issues].

Approval:

Motion 1: Motion to **APPROVE** File 2020-07 to amend the *Scio Comprehensive Plan Map* and the *Scio Zoning Map* to redesignate and rezone a 0.15-acre parcel at 38965 NW 1st Avenue to a Public zone and to adopt the findings of fact in the Staff Report dated July 20, 2020.

Motion 2: *Ordinance Adoption*: If approved, Adopt Ordinance No. _____ approving File No. 2020-06, comprehensive plan and zoning map amendments for the 0.15-acre parcel at 38965 NW 1st Avenue.

Denial: Motion to Deny the application if City Council finds the application does not comply with all of the applicable comprehensive plan policies and to direct the City Planning Consultant to prepare findings of fact for consideration by the City Council at the next regular council meeting.

City of Scio

Public Hearing before the Scio City Council
Hearing Format

A. Opening of the Public Hearing & Rules of Conduct

B. Introduction of City Councilors

C. Declarations of Ex Parte Contact, Conflicts of Interest or Bias

D. Staff Report and Planning Commission Recommendation

E. Applicant's Presentation or Testimony

F. Proponent's Testimony

G. Opponent's Testimony

H. General Testimony of Other Individuals or Organizations

I. Questions of Clarification from the City Council

J. Staff Summary

K. Continuation of Public Hearing to a Date Certain or Close of Public Hearing

The City Attorney will provide advice to the Mayor and Council on whether or not the City Council should continue the public hearing to another date and if the record will be kept open to allow for additional public testimony.

After the close of the public hearing, no further public testimony will be received by the City.

L. City Council Deliberation & Decision

The Scio City Council will deliberate on the proposal this evening and may either make a decision tonight or continue their discussion at their next regularly scheduled meeting.

The City Council may either (1) adopt an Ordinance approving the applicant's proposal, (2) take no action or (3) deny the proposal.

Public Hearing Rules of Conduct

The public hearing will be conducted in the order listed on the agenda. The Planning Commission Chairman will recognize each person who wishes to testify on the proposal. If you wish to testify during the public hearing, please assist us by abiding by the following rules:

1. State your name and address

2. Indicate whether you support the Comprehensive Plan amendments, oppose them or wish to offer general testimony.

3. Please keep your testimony brief and to the point. We request testimony be limited to 3-5 minutes per person.

4. Direct any questions you have to the Chairman. He will direct your question to the city staff, the Planning Commission or other person who may be able to provide an answer.

5. The Chair may limit testimony when it is cumulative, repetitive, irrelevant or immaterial to the issues being considered.

Disclosure Statements:

Right to Request the Record be Held Open: Any party to this hearing may request the record be held open for a minimum of seven (7) days to allow for the submittal of additional written testimony. If a request is made this evening, at the end of the hearing, the Chair will set a date and time the record will be closed.

Right to Appeal: The City Council will make the final decision on this proposal. Any person who is aggrieved by this decision may file an appeal with the Land Use Board of Appeals as specified in ORS 197 after the council makes its decision. Failure to raise an issue during the public hearing, either in person or by letter, or failure to provide sufficient specificity to afford the Planning Commission or City Council an opportunity to respond to that issue precludes an appeal to the State Land Use Board of Appeals on that issue.

City of Scio
Covered Bridge Capital of the West

David W. Kinney
Planning Consultant for the City of Scio
791 E. Hollister St., Stayton, OR 97383
Office: (503) 769-2020 Cell: (503) 551-0899
Email: dwkinney@wvi.com

SCIO CITY COUNCIL
STAFF REPORT

STAFF REPORT DATE: July 30, 2020 (revised October 7, 2020)

This staff report was prepared on July 30, 2020 and revised on October 7, 2020. It includes all testimony provided to the Scio Planning Commission and it includes the Scio Planning Commission's July 29th deliberations, findings and recommendation to the City Council.

HEARING DATE:	July 29, 2020	7:00 PM	Scio Planning Commission
	October 12, 2020	6:00 PM	Scio City Council

FILE NUMBER: 2020-07 Comprehensive Plan Map Amendment (COM) to (P)
Zoning Map Amendment (C-1) to (P)

APPLICANT/ PROPERTY OWNER: Ginger Allen, City Manager
City of Scio
PO Box 37, Scio, Oregon

APPLICANT'S PROPERTY:

Assessor's Map	Tax Lot	Account	Acres	Address
T10S R1W 18AA	07500	30257	0.15	38965 NW 1st Avenue

PROPOSAL: File PL 2020-07 Comp Plan Amendment Commercial (Com) to Public (P)
Zone Change Commercial (C-1) to Public (P)

SUBMITTAL **File PL 2020-07 Application for a Comp Plan Amendment/Zone Change.**
Attachment A Aerial Map identifying property
Attachment B Linn County Assessor's Map

OTHER EXHIBITS
Exhibit A Agency Testimony (in City Hall land use file)
Exhibit B Public Testimony
Exhibit C DRAFT Ordinance – To Approve the Land Use File 2020-07

DECISION CRITERIA

The following criteria apply to this application for a Comprehensive Plan Amendment and Zone Change.

A. Oregon Statewide Planning Goals and related Oregon Administrative Rules (OAR 660)

- *Goal 1 – Citizen Involvement*
- *Goal 2 – Land Use – Buildable Lands*
- *Goal 7 – Natural Hazards*
- *Goal 11 – Public Facilities*
- *Goal 12 - Transportation*

B. Scio Comprehensive Plan, including

- *Land Use Goals and Policies*
  - *Goal LU-2 Buildable Lands*
  - *Policy LU-12 Public Lands – Sites for Public Facilities*
  - *Policy LU-14 Public Lands – Public Input in Siting of Public Facilities*
- *Natural Resource Goals and Policies*
  - *Flood Hazard Goals Goal NR-4*
  - *Flood Hazard Policies: NR-8 Flood Hazard Zone and Data*
- *Public Facilities Goals and Policies*
  - *Goal PF-1 Provide Quality Public Facilities*
  - *Public Facilities: PF-9 and PF-10 Timing of Public Facilities*
- *Transportation Goals and Policies*
  - *Goal T-1: Streets and Highway System - Provide for efficient motor vehicle travel within and through the City of Scio.*
  - *Goal T-2: Active Transportation – Increase the availability of pedestrian and bicycle facilities.*

C. Scio Comprehensive Plan Amendment Ordinance 496

- Section 3 to 6 Application, Filing and Public Hearing Requirements
- Section 7 Approval Criteria

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

- Section 10.010 Application for Amendments
- Section 10.020 Public Hearings and Procedural Requirements

The Planning Commission will make its decision based on the criteria listed above. The criteria listed for the Scio Comprehensive Plan, the Scio Zoning Code and city ordinances can be viewed at the City of Scio website: http://ci.scio.or.us

I. Applicant's Proposal

Scio City Manager Ginger Allen has filed an application requesting the City of Scio approve an amendment to the *Scio Comprehensive Plan Map* and the Scio Zoning Map to redesignate and rezone a 0.15-acre lot at 38965 NW 1st Avenue from Commercial (C-1) to Public (P) as shown on Map 1 and in Table 1. The parcel is immediately east of the City Hall at 38957 NW 1st Avenue.

The City acquired the property in 2019 and demolished an existing building. The City Council proposes to demolish the existing city hall and construct a new city hall and library facility on this block. If approved, the City will replat and consolidate the three city parcels into one lot.

Map 1
Proposed Comprehensive Plan Map and Zoning Map Amendments
Redesignate & Rezone 0.15-acres from Commercial (C-1) to Public (P)
38965 NW 1st Avenue, Scio, Oregon

Table 1
City of Scio
Comprehensive Plan Map and Zone Change Proposal

#	Assessor's Map and Tax Lot	Acres	Existing Use	Existing Comp Plan Map Designation	Existing Zoning District	Proposed Comp Plan Map Designation and Zoning District
1	10S 1W 18AA TL 07500	0.17	Vacant	Commercial	Commercial (C-1)	Public (P)

II. BACKGROUND INFORMATION

A. Pre-Application Information and Application Submittals:

The City staff and Planning Consultant met with the City Attorney and City Engineer on May 5, 2020 to discuss the City's plans to demolish the existing city hall at 38957 NW 1st Avenue and to construct a new city hall building on the site. During the meeting, Planning Consultant David Kinney advised the City that

it needed to obtain Planning Commission and City Council approval for a Scio Comprehensive Plan Map and Zoning Map amendment to redesignate and rezone the entire property for public use. The City staff and consultants reviewed the City's land use application process. At the conclusion of the meeting, the City Manager decided to proceed with a land use application in summer 2020.

The City filed an application on May 11, 2020. The Comprehensive Plan/Zone Change application was deemed complete on May 31, 2020. The City scheduled a City Council public hearing and action for September 14, 2020, in order to comply with the "120-day rule". Due to Oregon's wildfires, the City Council cancelled the September 14, 2020 City Council meeting; as the applicant waived the "120-day rule" and rescheduled the public hearing to October 12, 2020.

B. Application, Land Use Procedure and Review Requirements:

The application requires a public hearing before the Scio Planning Commission and a second public hearing before the City Council. At the conclusion of the Planning Commission's hearing, they will make a recommendation to the City Council to either approve or deny the proposal. The City Council will then hold a public hearing and make a final decision to approve or deny the proposal. If the Council approves the proposal, the City Council must adopt an ordinance to amend the *Scio Comprehensive Plan* Map and the *Scio Zoning Map*.

The City adhered to the following schedule:

July 29, 2020	Scio Planning Commission Public Hearing. At the conclusion of the hearing the Commission deliberated and recommended the City Council ***approve*** the proposal.
October 12, 2020	Scio City Council Public Hearing. Receive the Scio PC recommendation and consider public testimony. At the conclusion of the City Council public hearing, the Council will make a decision to approve or deny the Planning Commission's recommendations. If approved, the City Council will adopt an ordinance at either the October 12, 2020 or November 9, 2020 city council meeting.

Due to the COVID-19 pandemic, the City may hold electronic meetings in lieu of in-person public hearings at City Hall. The City will ensure there are adequate opportunities for the public to participate in the public hearing and for the City to comply with public hearing requirements for a land use decision.

C. Public Hearings

Planning Commission Public Hearing: A public hearing concerning File 2020-07 was held before the Planning Commission on Wednesday, July 29, 2020 beginning at 7:00 p.m. The Planning Commission considered the City's presentation and public testimony on the proposal. At the conclusion of the hearing, Chair Beau Buganski closed the public hearing and the Commission deliberated.

Planning Commission Recommendation: On July 29, 2020 the Scio Planning Commission recommended the City Council ***approve*** application 2020-07.

City Council Public Hearing: A public hearing concerning File 2020-07 will be held before the Scio City Council as part of the regularly scheduled city council meeting on Monday, October 12, 2020 beginning at 6:00 p.m. The hearing will be held at the Scio City Hall, 38957 NW First Avenue in Scio.

D. Notices of Public Hearing:

The proposed Zone Change is a Post-Acknowledgment Plan Amendments (PAPA). Notice was provided to the Oregon Department of Land Conservation and Development (DLCD) on May 15, 2020.

Notice of the public hearings must be provided to affected governmental agencies, adjacent property owners and the community. Notices for both public hearings were provided as follows:

1. Mailing to Adjacent Property Owners: Written notice will be mailed to owners of property within 500' of the subject property at least 10 days prior to the initial evidentiary hearing before the Scio Planning Commission and 10 days prior to a public hearing before the City Council. Notice of the initial evidentiary hearing will be mailed to property owners on or about July 8, 2020, more than 10 days prior to the hearing.
2. Agency Notification: Agency notices will be emailed to affected agencies with a request that agency comments be returned to the City on July 9, 2020, more than 10 days prior to the public hearing.
3. Posting: Notices of the public hearing were posted at the U.S. Post Office in Scio, at City Hall and on the City of Scio website on July 9, 2020 more than 10 days prior to the public hearing.

F. Existing Conditions:

The City provided the following description of the site and surrounding neighborhood:

> *"The 6,850 square foot parcel is located east of City Hall at 38965 NW 1st Avenue. The property fronts NW 1st Avenue and has a 16' wide alley along the east boundary. Rocky's Coffee drive-through stand is located on the lot to the east. A single-family home at 38757 NW Alder Street is to the north.*
>
> *The City acquired the 0.15-acre site in 2019. The old 1-story commercial building on the site was demolished in April 2020 and the lot is graded with a gravel surface. The City Council intends to demolish the existing city hall/public works building and construct a new city hall on the property. Design will begin in 2020 and construction will occur in 2021."*

Surrounding Land Uses: The site is located in a Commercial (C-1) zone. Map 2 on the next page shows the zoning on surrounding properties and the adjacent land uses. The area is bordered by a variety of residential, commercial and public uses.

North:	A single-family home at 38757 NW Alder St. is just north of the City Hall site.
West:	Scio Middle School is directly west of the City Hall site.
East:	Rocky's Coffee shop and the North Main Street commercial district.
South:	The Purdy Apartments are directly south of the City Hall site.

Map 2
Proposed City Hall Redevelopment Site
Surrounding Development and Zoning

G. Utilities:

The City Hall site is currently served with all public utilities and improved streets and drainage facilities.

Water: City water lines abut the site in NW 1st Avenue (6"), NW Alder Street (6") and in N. Main Street (12").

Sewer: An 8" sanitary sewer main is located in the alley to the east of the City Hall site.

Storm Sewer: A 12" storm sewer is located in the alley to the east of the City Hall site. As part of the city's site development plan for a new city hall, the city engineer/architect will be required to submit a storm drainage report and a plan for proposed storm drainage improvements.

H. Streets:

The City Hall site abuts NW 1st Avenue, NW Alder Street and an alley.

NW 1st Ave: 38'-wide paved street with curbs, gutters, and sidewalk on the north side.

NW Alder: 36'-50' wide paved street. No curbs or sidewalk on the east side of the street.

Alley 16'+/- paved alley.

Street frontage improvements will be required on NW Alder Street at the time of development of the site with a new city hall. Damaged pavement and sidewalks will be replaced.

I. Agency Comments and Public Testimony:

1. *Agency Comments*. Agency comments were solicited from DLCD, the Scio Rural Fire District and private utilities. Agency comments were requested back by July 19, 2020.
   - *Scio Rural Fire Protection District*: On July 9, 2020, Chief Levi Eckardt, Scio Fire District, responded via email: *"The Scio Fire District will need to ensure that water supply requirements are meet and access to the structure meets the requirements of the fire code."*
   - *Pacificorp*: On July 13, 2020 Kristi Wheeler, Journeyman Estimator for Pacificorp, responded via email: *"Pacific Power has no comments".*
   - *City Engineer*: On July 21, 2020 City Engineer Ryan Quigley, PE, The Dyer Partnership Engineers & Planners, Inc., responded via memorandum: *"We do not take any exception to this action and believe it will be a benefit to the City for the construction of a new City Hall building".*
2. *Public Testimony*. No written public testimony was submitted to the Scio Planning Commission. Any written testimony received prior to and during the City Council public hearing is hereby made a part of the record and attached in Exhibit B. A summary of oral testimony will be included in the meeting minutes.

III. FINDINGS

The City of Scio submitted an application for a Comprehensive Plan Map Amendment and Zone Change. An amendment to the Scio Comprehensive Plan Map is reviewed based on applicable criteria found in the Statewide Planning Goals, Oregon Revised Statutes (ORS), applicable Oregon Administrative Rules (OAR) in OAR Chapter 660 and the *Scio Comprehensive Plan*.

The *Scio Comprehensive Plan* was updated by the City over a 4-year period from 2015-2019, and compiled into a final plan document in March 2019. The updated *Scio Comprehensive Plan* was acknowledged by DLCD as being in compliance with Oregon Statewide Planning Goals 1 to 14.

The City's Planning Consultant and the Scio Planning Commission have reviewed the proposal, including the City's submittals, to determine whether or not the proposal complies with the applicable standards and criteria listed on page 2 of this report.

A. Statewide Planning Goals, Oregon Laws and Administrative Rules

The following findings address statewide planning goals, Oregon Administrative Rules in OAR Chapter 660 that apply to this application. The applicable ORS and OAR requirements are listed under each statewide planning goal below.

City Planner and Planning Commission Goal and OAR Findings

Goal 1 – Citizen Involvement

The City of Scio provides opportunities for citizen involvement in all post-acknowledgement plan amendment proceedings. Notices of the city hearings were provided to affected property owners and agencies. Section II "Background Information" of this staff report outlines the public notice, hearings and citizen involvement process that is used by the City of Scio. The application, applicant's testimony, public testimony, agency reviews and comments, planning commission minutes and city council minutes are all part of the public record in this case and available to the public. The proposal complies with Goal 1 – Citizen Involvement.

Goal 2 – Land Use Planning:

Goal 2 requires the City to adopt a buildable lands analysis showing the City has a 20-year supply of buildable residential and employment lands to serve the projected growth of the community.

2.1 In April 2015, the City of Scio adopted the *Scio Buildable Lands Analysis Update* (Scio BLA) dated February 2015 in compliance with ORS 197.296 and OAR Chapter 660-024 "Urban Growth Boundaries".

2.2 The Public plan designation and Public zone are intended to provide land for general government buildings and public facilities. The City proposes to develop the site for a new City Hall/Library.

2.3 In Chapter 4 on page 29 of the *Scio Comprehensive Plan*, the narrative states: "*Government agencies are expected to plan for improved public parks, public facilities . . . to serve the community. As the need arises, these [public] agencies will need to acquire additional property and then redesignate and rezone it for public use."*

2.4 The *Scio Buildable Lands Analysis Update* identifies the 0.15-acre site at 38965 NW 1st Avenue as a committed development site. It is not included in the city's inventory of vacant or redevelopable commercial land. Therefore, the redesignation and rezoning of the site to public use will not reduce the city's inventory of commercial land.

2.5 Policy LU-8 encourages the revitalization of Scio's downtown core along N. Main Street and Hwy 226. The retention of the City Hall/Library in the center of the city is consistent with the plan policies to keep employers in and adjacent to the Main Street commercial corridor.

2.6 Policy LU-12 encourages the City to secure adequate sites for public facilities in areas of the City which can best serve the citizens of Scio. The City Council concludes redevelopment of the City Hall site keeps the City Hall/Library in the downtown area, close to schools and local businesses. It is an important investment in the revitalization of the city center.

The City concludes the proposal is consistent with the City's land use goals and policies to encourage the city to acquire land for public facilities and the public investment in a new city hall/library facility is a positive investment in Scio's future and will help revitalize the city's center.

The proposal complies with Goal 2.

Goal 7 – Natural Hazards.

Goal 7 requires cities to inventory and adopt measures to protect the community from floods, landslides, earthquake and other natural disasters.

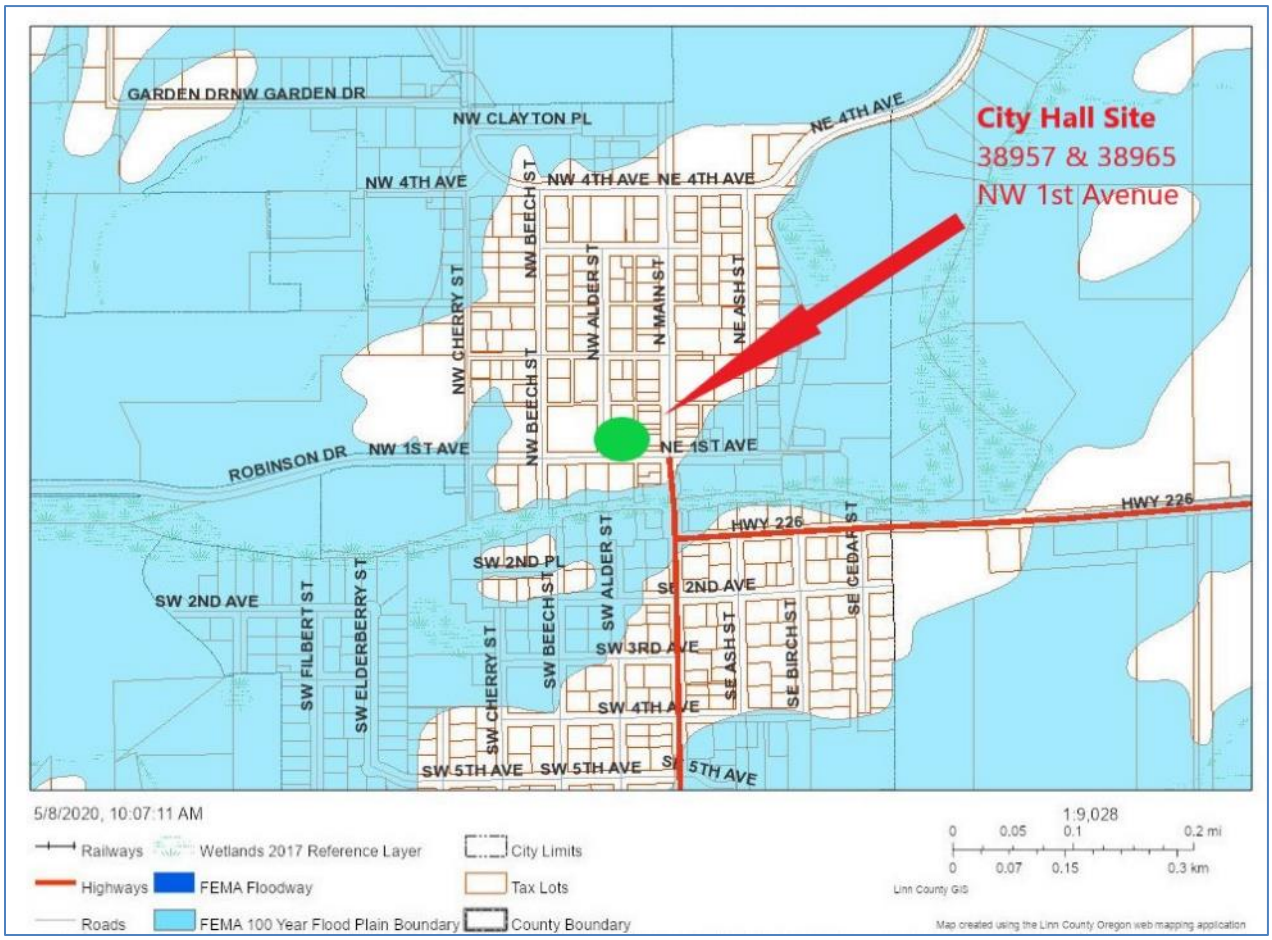
7.1 The site ***is not*** located within the Thomas Creek 100-year flood plain, as shown on Map 3. The *Linn*

County Flood Insurance Study (2010) and historical information from the January 2012 flood will be used to evaluate any site development plan for the new City Hall/library.

7.2 The community has a history of shallow flooding, including NW 1st Avenue adjacent to the City Hall site. A flood in January 2012 caused water to flow in NW 1st Avenue, as shown on Map 4 – "City of Scio Flood Data – January 2012 Flood Event".

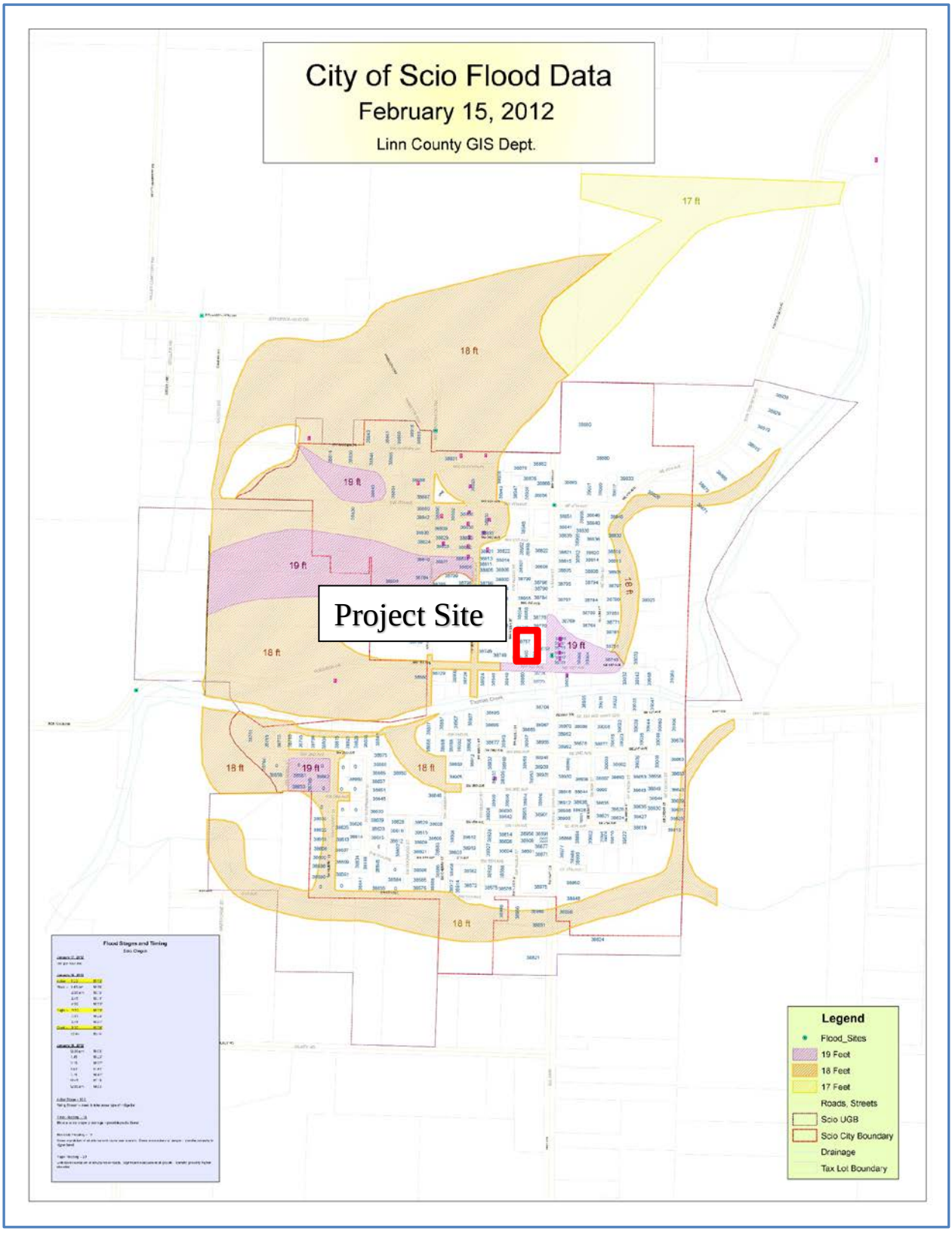
Map 3

Thomas Creek Flood Plain in the City of Scio, Oregon



Map 4

City of Scio Flood Data – January 2012 Flood Event



7.3 Natural Hazards Goals and Policies:

Chapter 5 of the *Scio Comprehensive Plan* includes the following "Natural Resources" goals and policies that apply to the proposal.

FLOOD AND OTHER NATURAL HAZARDS

Goal NR-4: *To prevent losses as a direct result of natural hazards, by the identification of hazard areas and the control of development in hazard areas.*

Policy NR-8: The City of Scio will utilize the best available information acceptable to the Federal Emergency Management Administration (FEMA) to identify special flood hazard areas.

Policy NR-10: The City of Scio will regulate development in areas subject to flooding in accordance with the adopted floodplain maps and the Scio Flood Hazards Ordinance.

The City of Scio has adopted Ordinance 579, the *Scio Flood Plain Management Ordinance and Linn County Flood Management Study (September 2010)*. The flood management ordinance includes protection measures to govern development within the 100-year flood hazard area. It requires a property owner to obtain a Flood Development Permit from the City and comply with National Flood Insurance Program (NFIP) regulations. Scio Ordinance 536 has a balanced cut & fill requirement to prevent development from causing an increase in flood depths.

At the time of site development, the City building plans must show the building complies with the City's flood development regulations. *As part of the City's review of the site plan and building permits, the City will verify the project will not increase flood elevations and will not impede the flow of floodwaters within or around the site.*

7.4 Building Elevation Requirements within the Flood Plain. City Hall is a "critical" government facility. The first-floor elevation shall be a minimum 3' above the base flood elevation.

7.5 Storm Drainage. Storm sewers are located in both NW 1st Avenue and in the alley on the east side of the site. Prior to approval of the site development plan, the City's civil engineer must prepare a "Storm Drainage Analysis" and certify the site complies with the Scio Public Work Design Standards.

7.6 Other Natural Hazards. Chapter 5 of the Scio Comprehensive Plan inventories other potential natural hazards. The City has not identified any other natural hazards that impact the site.

The City Planner concludes the City has adopted comprehensive plan goals, policies and development regulations appropriate to manage new development within the Thomas Creek Flood Hazard area and the proposal complies with the applicable Natural Hazards goals and policies. At the time of site development, the City will be required to elevate the 1st floor of the building and verify the project will have no negative effects within the 100-year flood hazard area. The City Engineer will prepare a storm drainage analysis, design and construct storm drainage improvements (as needed) in compliance with the City of Scio public works design standards and cut/fill ordinance requirements.

The City Planner concludes the proposal complies with Goal 7 and a site development can comply with the city's flood plain management requirements and storm drainage facilities requirements at the time of development.

Goal 11 – Public Facilities

Goal 11 requires cities to plan for the timely, orderly and efficient arrangement of public facilities and

services to serve as a framework for urban and rural development. Chapter 11 "Public Facilities" in the Scio Comprehensive Plan was updated in 2018. The City, Linn County and the Scio Rural Fire Protection District provide a variety of public services including water, sewer, storm drainage, roads, fire protection services and law enforcement. Chapter 11 provides a brief summary of the existing facilities and services and concludes there are adequate services available to serve growth in the community for the 20-year planning period from 2017 to 2035.

11.1 Fire Protection/Emergency Medical Services. The site is within the Scio Rural Fire District boundaries. The Fire Chief has no objections to the proposed comprehensive plan/zone change proposal, but noted the fire district will want to review and approve fire protection services for the new residential development prior to issuance of any building permits.

11.2 Law Enforcement Services. Linn County provides law enforcement services for the City of Scio and the surrounding rural areas. The Scio substation is located at the Fire District main office. Law enforcement services will not be affected.

11.3 Water. The City of Scio operates a municipal water system. It provides potable drinking water to approximately 300 customers located inside the city limits and a handful of customers outside the City. The site is served by 6" distribution water mains and fire hydrants on NW 1st Avenue and NW Alder Street. A 12" water main and fire hydrants are located in N. Main Street, within 250' of the project site. The City's water master plan shows the system is adequately served.

11.4 Storm Drainage. See Goal 7 – Findings for discussion of storm drainage facilities.

11.5 Sanitary Sewer. The City of Scio operates a wastewater collection and treatment system that serves the community. In 2020, City Engineer Ryan Quigley, Dyer Partnership, LLC, prepared a new wastewater facility master plan for the City of Scio. The site is currently served by the existing Scio sewer system.

The City concludes there are adequate law enforcement, fire protection/emergency medical services, public water and sanitary sewer facilities to serve the property. The City concludes the proposal complies with Goal 11.

Goal 12 – Transportation

Goal 12 requires cities to provide for a safe, convenient and economic transportation system. Due to its size, the City of Scio is not required to prepare a Transportation System Plan. The Scio Comprehensive Plan includes transportation goals and policies that encourage the development of a local streets, roads and pedestrian network to serve the residents of the city.

Findings Related to Goal 12 Transportation

12.1 NW 1st Avenue and NW Alder Street are local streets.

12.2 The Scio Comprehensive Plan includes Transportation Goal T-2 and Objectives 2a, 2b, 2c and 2d encouraging the City to provide pedestrian and bicycle facilities, including Safe Routes to School, concurrently with new development. Map T-6 in Chapter 12 "Transportation" of the *Scio Comprehensive Plan* recommends pedestrian/sidewalk improvements on NW 1st Avenue and NW Alder Street, including ADA compliant ramps and crosswalks to the Scio Middle School

12.3 The Scio local streets plan in Chapter 13 of the Scio Zoning Ordinance 561 shows proposed street improvements, including both turnpike style streets (no curbs) and full urban improvements (curb, gutter, bike lane, pedestrian sidewalks and storm drainage facilities). Chapter 13 requires full

urban improvements for any redevelopment site.

At the time of site development, the City Planner concludes the City can comply with the requirements to construct street frontage improvements and pedestrian facilities on the street frontage abutting the site. The proposal complies with Goal 12.

B. Scio Comprehensive Plan Goals and Policies

The City reviewed the proposal for compliance with the Scio Comprehensive Plan. The following goals and policies apply to the proposal:

LAND USE GOALS AND POLICIES

Land Use Goals:

Goal LU-2: *The City of Scio will provide an adequate supply of land inside the city limits that is zoned for residential, commercial, industrial and public uses to meet the projected needs of the City for the next 20 years.*

***Public Lands Policies**:*

Policy LU-12: The City will secure adequate sites for public facilities in areas of the City which can best serve the citizens of Scio.

Policy LU-14: The City will encourage citizen involvement and input in the planning, siting and design of public facilities.

Findings:

LU-1 The *Scio Buildable Lands Analysis Update* (2015) does not identify the amount of buildable land (# of acres) needed for city facilities during the 20-year planning period through the year 2035.

LU-2 The *Scio Comprehensive Plan* narrative states: "Government agencies are expected to plan for improved public parks, public facilities . . . to serve the community. As the need arises, these [public] agencies will need to acquire additional property and then redesignate and rezone it for public use." [Chapter 4, page 29].

LU-3 The City's proposed Comprehensive Plan Map Amendment and Zone Change will add 0.15 acres of buildable land to the Public (P) zone and remove 0.15-acres from the Commercial (C-1) zone. The removal of the site from the C-1 zone does not reduce the amount of vacant, buildable land in the C-1 zone, because the site had been fully developed.

LU-4 The City completed a structural assessment of the current city hall building in 2019. The consultant found it is not economically feasible or safe to continue to use the existing City Hall building. The report found multiple deficiencies: masonry construction, structural material deficiencies, size, configuration of the usable spaces, HVAC condition, roof condition, etc. The City Council concluded demolition of the existing City Hall is the prudent decision.

LU-5 In 2019, the City purchased the lot at 38965 NW 1st Avenue and demolished the vacant building in Spring 2020. The City held multiple community meetings to invite members of the public to comment on the city's proposal to construct a new city hall and relocate the public works shop facility to a new 3-4 bay structure at the city's wastewater facilities site on SW 6th Avenue. The citizens who attended the council workshops overwhelmingly supported the City's proposal and plan to secure private bank financing to construct the new facilities. In February 2020, the

City obtained City Council approval to secure private financing with Columbia Bank.

LU-6 The City has retained an architectural design firm and the City Engineer to design the new facilities. Design will be completed in 2020. Construction is planned for 2021. The City Manager plans to hold open houses to solicit community input and encourage public comment.

The proposal is consistent with Goal LU-2 and Land Use Policies LU-12 and LU-14.

NATURAL RESOURCE GOALS AND POLICIES

FLOOD AND OTHER NATURAL HAZARDS

Goal NR-4: To prevent losses as a direct result of natural hazards, by the identification of hazard areas and the control of development in hazard areas.

Policy NR-8: The City of Scio will utilize the best available information acceptable to the Federal Emergency Management Administration (FEMA) to identify special flood hazard areas.

Policy NR-10: The City of Scio will regulate development in areas subject to flooding in accordance with the adopted floodplain maps and the Scio Flood Hazards Ordinance.

Findings:

NR-1 Goal N-4 requires the City to prevent losses as a result of natural hazards, including the 100-year flood plain for Thomas Creek.

NR-2 Policies NR-8 and NR-10 permit development on properties located in the Flood Hazard zone, subject to a Flood Development Permit and compliance with National Flood Insurance Program (NFIP) regulations.

NR-3 The City of Scio has adopted Ordinance 579, the *Scio Flood Plain Management Ordinance and Linn County Flood Management Study (September 2010)*. The flood management ordinance includes protection measures to govern development within the 100-year flood hazard area.

NR-4 The City Hall site is not located in the 100-year flood hazard area. However, the City Hall is a critical facility and the City Planner recommends the base floor elevation be set 3' above the base flood elevation.

NR-5 Scio Ordinance 536 has a balanced cut & fill requirement to prevent development from causing an increase in flood depths.

NR-6 See the Goal 7 findings above for additional findings related to flood hazard requirements.

At the time of site development, the City Engineer will verify any cut or fill on the site and the new building will not increase flood elevations and will not impede the flow of floodwaters within or around the site.

The proposal is consistent with Goal NR-4 and Policies NR-8 and NR-10.

PUBLIC FACILITIES AND TRANSPORTATION SYSTEM GOALS AND POLICIES

***Public Facilities Goals*:**

Goal PF-1 To provide quality public facilities and services for the citizens of Scio, in compliance with state and federal requirements and within the economic capabilities of the community.

Public Facilities Policies:

Policy PF-9 The City of Scio will require city water, sewer and storm drainage facilities and services to be

	available in advance or concurrently with development.
Policy PF-10	At the time of development, the developer will be required to extend or expand needed public facilities to and through the development site at the developer's sole cost and expense.

Findings:

PF-1 Public facilities (water, sewer and storm drainage) serve the existing city hall. They are available to serve the City Hall redevelopment site, as discussed in Section II-G "Utilities" and Section II-H "Streets" of this report.

PF-2 The City Engineer will prepare a "Storm Drainage Report" and a plan showing proposed parking, street and storm drainage improvements needed to serve the site.

PF-3 The City will be required to install or replace any needed water, sewer, storm drainage and private utilities concurrently with the proposed City Hall redevelopment project.

The proposal is consistent with Goal PF-1 and public facilities policies PF-9, PF-10.

TRANSPORTATION SYSTEM GOALS AND POLICIES

***Transportation Goals*:**

Goal T-1: *Streets and Highway System - Provide for efficient motor vehicle travel within and through the City of Scio.*

Goal T-2: *Active Transportation – Increase the availability of pedestrian and bicycle facilities.*

Transportation Policies and Objectives:

Objective 1c:	Review land development proposals using the City's transportation development standards.
Objective 2a:	Identify bike lane, recreational trail and sidewalk projects that enhance pedestrian/cyclist safety and encourage use of these facilities in Scio, including streetscape amenities such as lighting, benches, banners, and signage.
Objective 2b:	Develop "Safe Routes to School" and walking / biking connections to public facilities, parks and covered bridges.
Objective 2c:	Install way-finding signage directing pedestrians and cyclists to nearby schools, parks, museum, covered bridges and local businesses.
Objective 2d:	Evaluate and improve existing sidewalks. Ensure pedestrian facilities and recreational trails are clear of obstacles and obstructions (e.g., posts, signs, utility poles, trees, noxious vegetation) and comply with applicable Americans with Disability Act (ADA) standards.

Findings:

T-1 NW 1st Avenue and NW Alder Streets are local streets.

T-2 Map T-4 and Map T-9 show NW Alder Street is designated as a priority improvement for a pedestrian walkway/safe route to school. Section 12.3.3 of the *Scio Comprehensive Plan* narrative discusses the addition of safe routes to school with wider sidewalks and ADA compliant crosswalks. Street frontage improvements on NW Alder Street must incorporate a sidewalk and ADA ramps for a safe pedestrian route to the Scio Middle School.

T-3 The Scio local streets plan in Chapter 13 of the Scio Zoning Ordinance 561 shows full urban improvements (curb, gutter, bike lane, pedestrian sidewalks on NW 1st Avenue and NW Alder Street abutting the City Hall redevelopment site.

T-4 See Goal 12 findings for additional findings.

The City Planner concludes the City can construct street and pedestrian facilities abutting the site concurrently with the redevelopment. The proposal is consistent with Transportation Goals T-1 and T-2 and Objectives 1c, 2a, 2b, 2c and 2d.

City Planner's Summary – Compliance with the Scio Comprehensive Plan Goals and Policies

The City Planner concludes the proposal the Comprehensive Plan Map Amendment / Zone Change application for the City Hall redevelopment site is consistent with the *Scio Comprehensive Plan* goals and policies. The City is required to submit detailed engineering plans and building elevation plans for the new City Hall site development at the time the City applies for building permits.

C. Scio Comprehensive Plan Amendment Ordinance 496

The City's proposal requests approval of an amendment to the Scio Comprehensive Plan map to redesignate a 0.15-acre site from Commercial (C-1) to Public (P), as shown on Map 1 above.

Scio Ordinance 496 includes application requirements, standards and criteria for amendments to the Scio Comprehensive Plan. The criteria that apply to this proposal are found in Ord. 496, Section 7:

Ordinance 496, Section 7: Approval criteria.

To approve an application for amendment of the comprehensive plan, findings shall be made that the proposal complies with the following decision criteria:

1. **The proposed amendment is consistent with and does not alter the intent of the applicable sections of the Comprehensive Plan.**
2. **Other suitable locations are not presently available to accommodate the use for which the amendment is proposed.**
3. **The proposed amendment will be compatible with adjacent land uses, and will not adversely impact the overall land use pattern in the area.**
4. **The proposed amendment will not have a significant negative impact on the provision of public facilities such as police and fire protection, water supply and sewage disposal.**
5. **The proposed amendment will not have a significant negative impact on the provision of transportation facilities.**
6. **Development limitations, such as soil and foundation suitability, or flood hazard potential, will not adversely affect the land uses which would be permitted through the amendment.**

The application complies with the application, filing fee and review procedure requirements for a comprehensive plan amendment as set forth in Ordinance 496, Sections 1 to 6.

City Planner Findings for Compliance with Ordinance 496, Section 7 - Approval Criteria

Criteria 7-1: Consistent with the Scio Comprehensive Plan

Findings: See Scio Comprehensive Plan findings above in Section III-B above, pp. 13-16. The proposal complies with Criteria 7-1.

Criteria 7-2: Other Suitable Locations are Not Available to Accommodate the Use

Findings:

7-2.1 Chapter 9 of the *Scio Comprehensive Plan* discusses the City's goal to revitalize the historic city center of Scio as a vibrant livable city center. Keeping City Hall downtown is a major investment and an important business retention strategy. The plan reads:

> *Table ED-8 estimates 85 commercial, service and government jobs will be added by 2035.*[1] *The City of Scio anticipates the job growth in the commercial business sectors will occur in the retail, health care, hospitality/food services, professional services and be located in or near Scio's commercial area along Hwy 226 and North Main Street or in small home-based business.*
>
> *The City recognizes there are challenges to revitalizing the commercial district. In spite of these challenges, city officials anticipate Scio will continue to serve as a local business, education, government and service center for Scio area residents with a mix of selected community-based businesses. Pro-active leadership and a public/private partnership will be needed to keep Main Street a vibrant center of the city. The community can recognize and celebrate the historic heritage of downtown. Private investments in building improvements, repairs and painting coupled with the careful design of the streetscape and public spaces can enhance the physical character of the Main St/Hwy 226 corridor as an attractive small-town city center.*

7-2.2 The City does not own other property downtown. Acquisition of the 0.15-acre parcel east of City Hall enables the City to consolidate three parcels into a 0.31-acre site for a new City Hall/Library. No public investments are required to extend public utilities or streets.

The City Planner finds the proposal encourages reinvestment/redevelopment of the city's downtown. The City does not own an alternative site. The 0.31-acre site enables the city to build a new City Hall/Library while no need for utility extensions or new streets. Redevelopment enables the City to prudently manage financial resources for the benefit of the public. The proposal complies with Criteria 7-2.

Criteria 7-3: Compatibility with Adjacent Land Uses and Proposal will not affect overall land use pattern in the area

Findings:

7-3.1 Map 2 (p. 6) shows surrounding land uses are public schools (west), commercial properties on N. Main Street and residential structures (North-SFR home & South-Purdy Apartments)

7-3.2 The Scio Comprehensive Plan Map shows the neighborhood is planned and zoned for future commercial and public uses. If the 0.15-acres at 38965 NW 1st Avenue is redesignated for public use and zoned from C-1 to Public (P) the current pattern of development will be retained.

The City concludes the proposal is consistent with the Scio Comprehensive Plan map, goals and policies for future public uses and redevelopment of the city's downtown business district. The proposal complies with Criteria 7-3.

[1] Commercial, public and service sector job growth estimate for 2015 to 2035: (122 new jobs * 70% = 85 new jobs).

Criteria 7-4: No Negative Impact on Public Facilities and Services

Findings: See the Goal 11 findings and the Scio Comprehensive Plan findings above for "Public Facilities".

The City concludes the city has adequate public facilities to serve the area and there will be no negative impact on public facilities and services. The proposal complies with Criteria 7-4.

Criteria 7-5: No Negative Impact on Transportation Facilities

Findings: See the Goal 12 findings and the Scio Comp Plan findings above for "Transportation System".

7-5.1 There are no sidewalks or pedestrian facilities on the east side of NW Alder Street so the existing street does not comply with the city's public works design standards.

7-5.6 The City will require street and pedestrian improvements, consistent with the City's adopted local street plan and the city's public works design standards, to be installed concurrently with the development.

The City Planner concludes the existing street grid layout is adequate and the local streets can be improved concurrently with the development, including any storm drainage and frontage improvements including, sidewalks, ADA ramps, crosswalks. The City concludes the redesignation and rezoning of the lot at 38965 NW 1st Avenue will have no negative impact on the local transportation network. The proposal complies with Criteria 7-5.

Criteria 7-6 Development Limitations – Soils, Flood Hazards, Wetlands will not adversely affect land use permitted with the amendment.

Findings: See the Goal 7 findings and the Scio Comprehensive Plan findings above for Natural Resource Goals and Policies - "Flood Plain".

7-6.1 Goal NR-4 requires the City to adopt and enforce flood hazard regulations to prevent losses in the 100-year flood plain.

7-6.2 Policies NR-8 and NR-10 permits development on properties located in the Flood Hazard zone, subject to a Flood Development Permit. Although the site is not located in the 100-year flood plain, there was flooding in NW 1st Avenue in January 2012. The design of the site improvements and the floor elevations for the new City Hall/Library must be designed to eliminate or minimize the potential for any flood damage.

The City concludes there are limitations on the site. The City's major concern is that development of the site will not negatively impact storm drainage and cause a change in flood conditions for upstream property owners.

If the City approves the Comprehensive Plan Amendment and Zone Change, the City will review the City Hall/Library redevelopment plan to ensure there is a balanced cut and fill, that buildings are elevated 3' above the base flood elevation and storm drainage is designed so it does not negatively impact downstream properties and flood waters are not negatively impacted by the development.

The City concludes the project can be designed so it will not adversely affect adjacent land uses from potential storm drainage or flood hazards. The proposal complies with Criteria 7-6.

City Planner's Summary – Compliance with the Ordinance 496

The City Planner concludes the proposed Comprehensive Plan Map Amendment/ Zoning Map Amendment application is consistent with Ordinance 496 and complies with Criteria 7-1 through 7-6.

D. Scio Zoning Ordinance – Article 10 "Zoning Amendments"

The City's proposal includes an amendment to the Scio Zoning Ordinance to rezone the 0.15-acre site from Commercial (C-1) to Public (P) for the site shown on Map 1.

Scio Ordinance 561, Article 10 includes application requirements and procedures to considering a zone change application. Sections 10.000 to 10.030 do not include any criteria for review of a zoning map amendment. Therefore, the proposal must comply with the goals and policies in the Scio Comprehensive Plan, as reviewed in Section B above.

Procedural Requirements

The application complies with the application, filing fee and review procedure requirements for a comprehensive plan map and zoning map amendment as set forth in Ordinance 561, Sections 10.010 and 10.020. The City Planner concludes the proposed zone change application is consistent with the application and procedural requirements of the City of Scio and complies with Article 10, Ordinance 561.

IV. PLANNING COMMISSION CONCLUSION and RECOMMENDATION

Based on the findings and conclusions contained in this report, the Planning Commission concludes the City's proposal complies with the requirements to approve a Comprehensive Plan amendment and Zone Change from Commercial (C-1) to a Public (P). The Planning Commission recommends the City Council approve the application in File 2020-07.

V. CITY COUNCIL OPTIONS

If an electronic meeting is held, the City Attorney may recommend the City following a different public hearing review and approval process. The City Manager will provide guidance to the Commission.

The City Council has several options:

A. CONTINUE THE HEARING OR DELIBERATION:

Continue the Public Hearing or Deliberations to the next regularly scheduled meeting.

B. APPROVAL:

Approve the application if the City Council concludes the proposal complies with the decision criteria. No conditions of approval are recommended.

C. DENIAL:

Deny the application if the City Council concludes the proposal does not comply with the decision criteria, as follows . . . . [Insert basis for denial].

VI. MOTIONS

Continuance Motion or direction by the Mayor to continue the public hearing to _____, 2020 at 6:00 p.m. to consider further testimony on the proposal.

[The Mayor may continue the hearing to consider additional testimony on the entire application or may limit future testimony to specific issues].

Approval Motion to **APPROVE** File 2020-07 to amend the *Scio Comprehensive Plan Map* to redesignate a 0.15-acre site at 38965 NW 1st Avenue from a Commercial plan designation to a Public plan designation and to concurrently rezone the property from Commercial (C-1) to Public (P) and to adopt the findings of fact in the Staff Report dated July 31, 2020.

Denial Motion to recommend the City Council **DENY** File 2020-07 because the proposal does not comply with Scio Comprehensive Plan policies . . . . [list reasons]

The City Council directs the Planning Consultant to modify the findings and conclusions in the staff report to reflect the Planning Commission's deliberation and to present the updated findings to the Commission at its next regular meeting on November 9, 2020 at 6:00 p.m.

VII. ORDINANCE ADOPTION (If Approved)

If the City Council approve the application, the City must adopt an ordinance to amend the Scio Comprehensive Plan Map and the Scio Zoning Map. A draft ordinance is provided as Exhibit C.

Exhibit List

Exhibit A: Agency Comments

The following exhibits are in the land use file at Scio City Hall. The full text of each agency comment is included in the staff report.

A-1 Scio Rural Fire Protection District. Email dated July 9, 2020.

A-2 Pacificorps. Email dated July 13, 2020

A-3 City Engineer. Memo from Ryan Quigley, PE, dated July 21, 2020.

Exhibit B: Public Testimony

No written public testimony was received by the Scio Planning Commission.

Exhibit C: DRAFT Ordinance 616

A draft ordinance to approve the proposed Comprehensive Plan Map and Zoning Map Amendment from Commercial (C-1) to Public (P) for the property located at 38965 NW 1st Avenue in Scio.

City Of Scio, Oregon

Exhibit C

ORDINANCE 616

AN ORDINANCE AMENDING THE SCIO COMPREHENSIVE PLAN MAP AND SCIO ZONING MAP TO REDESIGNATE AND REZONE A 0.15-ACRE PARCEL AT 38965 NW 1st AVENUE IN SCIO, OREGON

WHEREAS, the City of Scio has submitted a land use application File 2020-07 regarding a 0.15-acre parcel at 38965 NW 1st Avenue in Scio, Oregon; Linn County Assessor's Map T10S R1W Section 18AA, Tax Lot 07500 in the City of Scio, Oregon; and

WHEREAS, the City proposes to

1. Amend the Scio Comprehensive Plan map to redesignate the property from a Commercial plan designation to a Public plan designation; and

2. Amend the Scio Zoning Map to rezone the property from a Commercial (C-1) zone to a City of Scio Public (P) zone,

WHEREAS, the City proposes to consolidate the property with other city-owned parcels at 38957 NW 1st Avenue and construct a new city hall building on the property; and

WHEREAS, the Planning Commission held a public hearing on July 29, 2020 to consider the application and upon deliberation, after the close of the public hearing, recommended the city council approve the application; and

WHEREAS, the City Council held a public hearing on October 12, 2020 and at the close of the hearing the City Council concurred with the Planning Commission recommendation; and

WHEREAS, the City Council adopted findings of fact approving the land use application;

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

SECTION 1: COMPREHENSIVE PLAN MAP AMENDMENT AND ZONE CHANGE: The Scio Comprehensive Plan Map and the Scio Zoning Map shall be amended to redesignate and rezone the following 0.15-acre parcel listed in Table 1 from Commercial (C-1) to Public (P). Attached hereto is Exhibit "A", which accurately portrays the property to be redesignated and rezoned.

Table 1
Comprehensive Plan Map & Zoning Map Amendment

#	Owner	Linn County Assessor's Map	Tax Lot	Total Parcel Size (Acres)	Existing Scio Comp Plan Designation and Scio Zoning	New Scio Comp Plan Designation and Scio Zoning
1	City of Scio, Oregon	T10S, R1W, Section 18AA	07500	0.15 acres	Commercial (C-1)	Public (P)

SECTION 2: RECORD. The City Manager shall submit a certified true copy of this ordinance to the Linn County Clerk, the Linn County Assessor and the Linn County Geographic Information System (GIS) office.

SECTION 3. 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 12th day of October, 2020.

This Ordinance passed on the 12th day of October, 2020 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

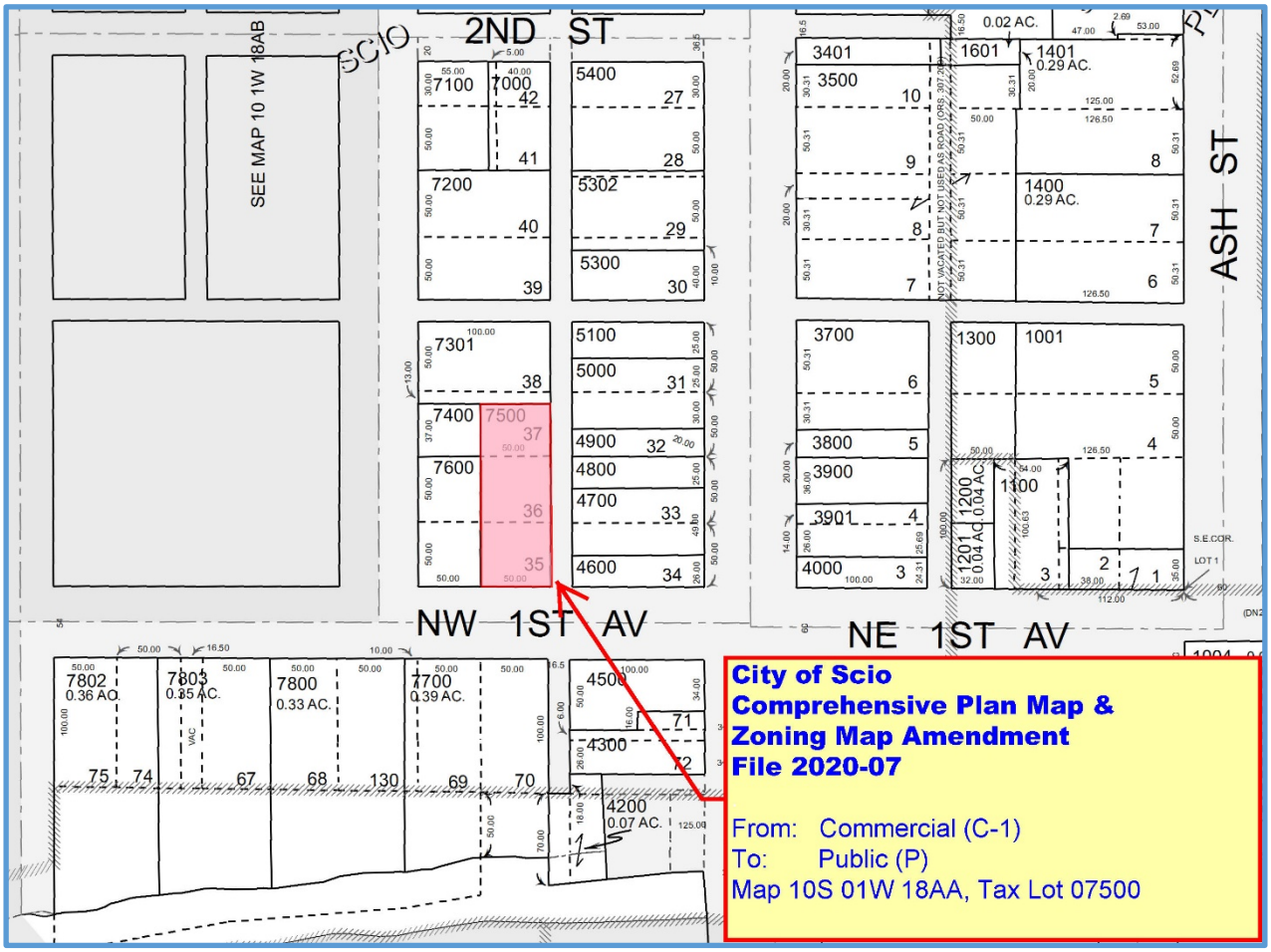
Attachment:

Exhibit "A" – A map showing the 0.15-acre parcel on the Linn County Assessor's Map 10S1W18AA, Tax Lot 07500 to be re-designated Public (P) on the Scio Comprehensive Plan Map and rezoned to Public (P)) on the Scio Zoning Map.

ORDINANCE 616
Exhibit "A"

File 2020-07
Comprehensive Plan Amendment and Zone Change
Commercial (C-1) to Public (P)

38965 NW 1st Avenue, Scio, OR



City Manager Report

CITY MANAGERS REPORT
Report Period August 1, 2020 – October 7, 2020

Ginger Allen, City Manager

Scio City Hall Services Update: Plexiglas protection panels have been installed around the Librarian Work Desk, in the window of city hall facing NW 1st Avenue for walk up service and at the front counter of the utility billing desk.

City Hall resumed regular work hours of 7:30 – 5:00 p.m. Monday thru Thursday and 7:30 -12:00 noon on Fridays on Monday September 14, 2020. The amount of people actually coming inside city hall has dropped significantly since the onset of COVID-19. Prior to COVID-19 we had 10+ patrons a day, Monday – Thursday. We now experience 8-10 patrons a week.

Utility Services: The majority of utility service users are now paying online or using the drive-up drop box, with a handful still calling in payments over the phone, and very few coming inside City Hall to pay their utility bills.

Library Services: On September 23, 2020 we opened the Library from 9:30 a.m. – 11:30 a.m. and 1:30 p.m. – 4:30 p.m. We limit the number of patrons to 4 people or one family of 4+. Curbside Service is still operating. People are enjoying the fact that they can come into the Library and browse and we have received no negative comments about the Covid-19 requirements.

- Hand Sanitizer is provided for all library users.
- Social Distancing will be required.
- All individuals over the age of 5 must wear a mask.

The Senior Center remains closed at this time. When the State of Oregon is moved out of Phase II and into Phase III we will determine how to re-open the Senior Center.

November 3, 2020, General Election: Scio will once again be a "Ballot Drop Off "location. People can drop off ballots during regular business hours Monday – Thursdays 7:30 a.m. thru 5:00 p.m. and Friday's 7:30 a.m. – 12:00 noon. On Voting Day, November 3, 2020, City Hall will be open from 7:00 a.m. – 8:00 p.m. to receive voting ballots.

PW Shop Update: City staff met with Project Manager, Ryan Quigley and Architect Christina Larson of Varitone Architecture to review the first drawing of the PW Shop. Changes were discussed and a revised drawing is in the works.

Scio Emergency Plan: I will be meeting with Fire Chief Levi Eckhardt to discuss the assembling of an Ad Hoc Committee to oversee the development of a Scio Area Emergency Plan. The committee will have the task of extracting pertinent information from the City of Scio/Linn County Emergency Operations Plan and adding language designed to carry out emergency preparedness, responses and recovery activities as they relate specifically to the City of Scio and the Scio Fire District.

The committee will be composed of people whose professional positions lend services to the execution of the Emergency Plan (i.e. Scio School District Representative, SMTA Representative, U.S. Postal Service Representative, Linn County Sheriff Rep., Linn County Roads Rep. and Scio Business Rep.)

Once the framework of the plan is complete it will be submitted to the Linn County Emergency Management Team for review to ensure that it aligns with the United States Department of Homeland Security. Sub-Committees' will be formed, made up of community volunteers and detailed steps be defined in order to carry out the Scio Emergency Plan in relationship to the City of Scio and the Scio Fire District residents and businesses.

Library Advisory Committee & Scio Parks & Tree Committee: The Library Advisory Committee By-Laws and the Scio Parks & Tree Committee By-Laws have been completed and reviewed by the City Attorney. A copy of the Library Advisory Committee By-Laws has also been sent to the Oregon State Librarian, Jennifer Patterson, for her review and comments.

I will be asking the Council to participate in a Council Work Session to go over both sets of By-Laws and discuss the role of the Scio City Council.

Wireless Water Meters Installation: Both Public Works employees have been busy installing the new wireless water meters. As the time of this report over 100 meters have been installed. By having city staff install the meters the city saves approximately $25K.

Revenues Drops: The City is experiencing a slight drop in revenue due to COVID-19. We have also been told by Linn County to expect a short fall in property tax collection due to the Canyon Fire and the Holiday Fire, which touch homes inside Linn County. I am keeping a close watch on our revenues and expenditures. I will give an update to council at the end of each quarter or sooner depending upon the activity seen in city revenues.

Covered Bridge Park: After several months of discussions with a variety of contractors we have finally secured a contractor to clear and level the Covered Bridge Park. I will provide another update on the park at the November 9th City Council meeting.

Safe Routes to School: The Scio Safe Routes to School Committee met for the first time since Covid-19 by Zoom Meeting on September 16, 2020. The committee will be meeting again, in person on Tuesday, October 6th to design the layout of the Safe Routes to School and begin preparation for two large grants.

Lake Oswego Reads Art Show: The Scio Public Library will once again be sponsoring the Lake Oswego Reads Art Show. This year's art display centers around the book entitled "Rising".

In Rising, Dispatches from the New American Shore, author Elizabeth Rush demonstrates how rising seas are transforming the coastline of the United States in irrevocable ways. She personally guides readers through some of the places where change has been most dramatic, highlighting the impact on plants, animals and humans across seven states, including Oregon. She weaves firsthand testimonials from those facing change with profiles of wildlife biologists, activists and other members of vulnerable communities.

Walking Bridge Security Cameras: SMTA has completed wire installation for new security cameras on the Walking Bridge. A security camera will also be installed to provide security for the Beech Street Lift Station. SMTA hopes to have the camera's installed sometime in October.