CORVALLIS
CITY COUNCIL AGENDA

October 3, 2016

Executive Session at 5:30 pm
Regular Meeting at 6:30 pm
Public Hearing at 7:30 pm – Incorporate Airport Master Plan as a supporting document to the Comprehensive Plan

Downtown Fire Station
400 NW Harrison Boulevard

Note: The order of business may be revised at the Mayor's discretion.

EXECUTIVE SESSION

5:30 pm - Council will meet in Executive Session ORS 192.660(2)(i) (status of employment-related performance) (City Attorney evaluation, continued)

COUNCIL ACTION

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PROCLAMATION / PRESENTATION / RECOGNITION

A. Proclamation of Fire Prevention Week October 9-13, 2016

B. Proclamation of Indigenous Peoples' Day October 10, 2016

V. COMMUNITY COMMENTS – This is an opportunity for visitors to address the City Council on subjects not related to a public hearing before the Council. Each speaker is limited to three minutes unless otherwise granted by the Mayor. Community Comments will continue following any scheduled public hearings, if necessary. **Members of the community wishing to offer comment in advance on topics appearing on any City Council agenda are encouraged to use the public input form at www.corvallisoregon.gov/publicinput.**

VI. CONSENT AGENDA – The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a community member through a Council member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda.

A. Reading of Minutes
   1. City Council Meeting – September 19, 2016
   2. City Council Work Session – September 20, 2016
   3. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
      a. Historic Resources Commission – August 9, 2016
      b. Housing and Community Development Advisory Board – August 17, 2016
      c. Library Advisory Board – June 1 and July 6, 2016
      d. Planning Commission – August 17 and September 7, 2016
      e. Watershed Management Advisory Board – August 24, 2016

B. Announcement of a vacancy on the Bicycle and Pedestrian Advisory Board (Heald)

C. Approval of an application for a Limited On Premise Sales liquor license for Chris Chen, Owner of Chris & Calvin LLC, doing business as Sugoi Sushi located at 1830 NW Ninth Street (New Outlet)

D. Approval of Community Involvement and Diversity Advisory Board Work Plan

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. UNFINISHED BUSINESS

A. City Attorney Contract [possible direction]

B. Initiation of a Comprehensive Plan Amendment related to the Urbanization Study [direction]

C. Consideration of Funding a Lead Administrator for the Housing Opportunities Action Council [direction]

IX. NEW BUSINESS

A. Acceptance of Library Strategic Plan [direction]

X. MAYOR, COUNCILOR, AND CITY MANAGER REPORTS

A. Mayor's Reports [information]

B. Councilor Reports

1. Task Force Updates - *Task Force minutes and meeting materials are available from the Archives link on the City's website.* [information]

2. City Council Three-Month Schedule [information]

3. Other Councilor Reports
   a. Possible consideration of a resolution concerning the Dakota Access Pipeline [possible direction]

C. City Manager Reports [information]

XI. PUBLIC HEARING – 7:30 pm

A. Incorporate Airport Master Plan as a supporting document to the Comprehensive Plan [direction]

XII. ADJOURNMENT

If you need special assistance to participate in this meeting, please contact the City Recorder at (541) 766-6901 (for TTY services, dial 7-1-1). Notification at least two business days prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting. (In compliance with the Americans with Disabilities Act, 28 CFR 35.102-35.104 ADA Title I and ORS 192.630(5)).

CITY COUNCIL THREE-MONTH SCHEDULE

9/28/16

Agenda items and dates are only proposed and likely to change

Yellow = regular meeting ***Red = work session***

Regular Council Meeting, Monday, October 3
* Executive Session: City Attorney evaluation, continued
* City Attorney contract
* Incorporate 2013 Airport Master Plan as a supporting document to the Comprehensive Plan: public hearing (Comm Dev)
* Initiation of a Comprehensive Plan Amendment related to the Urbanization Study (Comm Dev)
* Consideration of Funding a Lead Administrator for the Housing Opportunities Action Council (City Manager)
* Acceptance of Library Strategic Plan (Library)

- *Council Work Session, Tuesday, October 4, 3:30-5:30 pm, MAMR*
  - *Housing and Community Development Advisory Board Annual Report*
  - *Downtown Advisory Board Annual Report*
  - *Council Policy Review Process (City Manager)*
  - *Work Session operational check-in (City Manager)*
- **Regular Council Meeting, Monday, October 17**
  * Executive Session: Municipal Judge and City Manager evaluations
  * Municipal Judge contract
  * Pastega Property Comprehensive Plan Amendment: findings (Comm Dev)
  * OSU-Related Comp Plan Amendment: public hearing (Comm Dev)
  * Housing Development Task Force recommendations: adoption (Comm Dev)
- *Council Work Session, Tuesday, October 18, 3:30-5:30 pm, MAMR*
  - *Watershed Management Advisory Board Annual Report*
  - *Imagine Corvallis 2040: review final materials for Vision (Comm Dev)*
  - *Sustainable Budget Task Force: review timeline and strategy (Finance)*
  - *Financial Policies Update (Finance)*

October 2016

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- **Regular Council Meeting, Monday, November 7**
  * Executive Session: City Manager evaluation, continued
  * City Manager contract
  * OSU-Related Comprensive Plan Amendment: deliberations (Comm Dev)
  * Imagine Corvallis 2040: adoption of Vision (Comm Dev)
  * Housing Development Task Force: adoption of Excise Tax and Inclusionary Zoning (Comm Dev)
- *Council Work Session, Tuesday, November 8, 3:30-5:30 pm, MAMR*
  - *Planning Commission Annual Report*
  - *Transportation System Plan Update (Public Works)*
  - *Council Self-Evaluation*
- **Regular Council Meeting, Monday, November 21**
  * Utility Rate Review (Public Works)
  * CDBG/HOME: public hearing
  * OSU-Related Comprehensive Plan Amendment: findings (Comm Dev)
- *Council Work Session, Tuesday, November 22, 3:30-5:30 pm, MAMR*
  NO MEETING

November 2016

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** November 11 – Veterans' Day holiday*

** November 24, 25 - Thanksgiving holiday*

- **Regular Council Meeting, Monday, December 5**
  *
- *Council Work Session, Tuesday, December 6, 3:30-5:30 pm, MAMR*
  - *Historic Resources Commission Annual Report*
  - *Sustainable Budget Task Force: review revenue alternatives recommendations (Finance)*
  - *Climate Action Plan: review of draft (Public Works)*
- **Special Council Meeting, Monday, December 12** *(December 19 regular meeting is canceled)*
  * Climate Action Plan: Adoption (Public Works)
- *Council Work Session, Tuesday, December 20, 3:30-5:30 pm, MAMR*
  NO MEETING

December 2016

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** December 26 - Christmas Day holiday*

Regular Council Meetings: Fire Station, 400 NW Harrison Blvd.
Work Sessions: MAMR (Madison Avenue Meeting Room), 500 SW Madison Ave.

Office of the Mayor
501 SW Madison Avenue
P.O. Box 1083
Corvallis, OR 97339-1083
(541) 766-6985
FAX: (541) 766-6780
e-mail: mayor@council.ci.corvallis.or.us

PROCLAMATION

FIRE PREVENTION WEEK

OCTOBER 9-15, 2016

WHEREAS, The City of Corvallis, Oregon, is committed to ensuring the safety and security of all those living in and visiting Corvallis; and

WHEREAS, Fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire; and

WHEREAS, In one-fifth of all homes with smoke alarms, the smoke alarms are not working; and

WHEREAS, Three out of five home fire deaths result from fires in properties without smoke alarms (38 percent) or with no working smoke alarms (21 percent); and

WHEREAS, Working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, All smoke alarms should be replaced at least once every ten years; and

WHEREAS, Corvallis' first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Corvallis residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, The 2016 Fire Prevention Week theme, "Don't Wait – Check the Date! Replace Smoke Alarms Every 10 Years" effectively serves to educate the public about the vital importance of replacing the smoke alarms in their homes at least every ten years, and to determine the age of their smoke alarms by checking the date of manufacture on the back of the alarms.

NOW, THEREFORE, I Biff Traber, Mayor of Corvallis, do hereby proclaim **October 9-15, 2016, as Fire Prevention Week** throughout this city. I urge all the people of Corvallis to find out how old the smoke alarms in their homes are, to replace them if they're more than 10 years old, and to participate in the many public safety activities and efforts of the Corvallis Fire Department during their annual Open House event.

_____
Biff Traber, Mayor

_____
Date

A Community That Honors Diversity

Office of the Mayor
501 SW Madison Avenue
P.O. Box 1083
Corvallis, OR 97339-1083
(541) 766-6985
FAX: (541) 766-6780
e-mail: mayor@council.ci.corvallis.or.us

PROCLAMATION

INDIGENOUS PEOPLES' DAY

OCTOBER 10, 2016

WHEREAS, Christopher Columbus, a man who is known to have "discovered" the Americas, came upon land that was already inhabited by Indigenous Peoples; and

WHEREAS, Columbus' voyage to the Americas opened the door to crimes, including but not limited to the introduction of transatlantic slavery and genocidal acts against Indigenous People; and

WHEREAS, The Indigenous People were promised security and protection they were instead forcibly relocated and their land seized to allow for European settlements; and

WHEREAS, The City of Corvallis and current day Benton County was historically inhabited by the Kalapuya people; and

WHEREAS, The City of Corvallis recognizes and acknowledges the significant contributions made in our community by Indigenous People and commits to ensure greater access and opportunity for continued contribution; and

WHEREAS, The City of Corvallis has the opportunity, means and commitment to cultivate a community that honors and respects the diverse history of our community; and

WHEREAS, The State of Oregon does not formally recognize Columbus Day; and

WHEREAS, The idea of Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the United Nations; and

WHEREAS, This day should be recognized for the original inhabitants of the Americas – Indigenous People; and

NOW, THEREFORE, I, Biff Traber, Mayor of Corvallis, Oregon, do hereby proclaim **Monday, October 10, 2016,** as **Indigenous Peoples' Day** in the City and strongly encourage community members, schools, businesses, public and private organizations, and other community partners to join communities across America in recognizing and promoting the wellbeing and understanding of the contributions of our Indigenous communities.

_____
Biff Traber, Mayor

_____
Date

A Community That Honors Diversity

Holzworth, Carla

From: Ken Winograd
Sent: Monday, September 26, 2016 2:01 PM
To: Mayor and City Council (External Website Publishing)
Cc: Holzworth, Carla
Subject: City of Corvallis Resolution in Support of Standing Rock Tribe
Attachments: DakotaResolution4.docx

Attached is a resolution for consideration by the city council: CITY OF CORVALLIS RESOLUTION OF SOLIDARITY WITH INDIGENOUS RESISTANCE TO THE DAKOTA ACCESS PIPELINE.
The attached resolution is co-sponsored by 13 local faith groups and justice organizations in Corvallis.
We hope to be on the agenda of the Oct 3 council meeting.
Can you confirm the date at which the council will consider the resolution. Thanks.
Ken Winograd

PROPOSED BY KEN WINOGRAD FOR 10/3/16 COUNCIL MEETING

CITY OF CORVALLIS RESOLUTION OF SOLIDARITY WITH INDIGENOUS RESISTANCE TO THE DAKOTA ACCESS PIPELINE

WHEREAS, the proposed Dakota Access Pipeline (DAPL) is a 1,168-mile pipeline being developed by Energy Transfer Partners and its affiliates, which would carry as much as 500,000 barrels per day of crude oil from North Dakota to Illinois, running beneath or across more than 200 streams and rivers, including the Missouri River;

WHEREAS, the United Nations Declaration on the Rights of Indigenous People affirms that indigenous peoples have the right to protect their culture, religion, practices, and relationship with their 'traditionally owned or otherwise occupied and used lands, territories [and] waters';

WHEREAS, the Standing Rock Sioux Tribe has brought a lawsuit to halt construction of the pipeline for compelling reasons: the pipeline would pass under the Missouri River (at Lake Oahe) just a half a mile upstream of the tribe's reservation boundary, where a spill would be culturally and economically catastrophic; and the pipeline would pass through areas of cultural significance, such as sacred sites and burial grounds that federal law seeks to protect;

WHEREAS, the federal government's September 9, 2016, 'suspension of construction appears to signal a broader willingness to re-examine the involvement of the tribes in infrastructure decisions like this one', according to a recent *New York Times* report;

WHEREAS, communities of color are disproportionately impacted by environmental degradation, and the DAPL project represents a continuation of the systematic oppression facing indigenous peoples in the Americas that will set judicial precedence for future encounters between these nations;

WHEREAS, the City of Corvallis sits on land inhabited by the Kalapuya and Chinook people for over 8,000 years, and the State of Oregon is home to nine federally recognized tribes;

WHEREAS, the Corvallis City Council has a history of recognizing and acting for social and ecological justice, such as its resolutions to divest from fossil fuels, to promote carbon pricing, the establishment of September 22-25 (2016) as 'International Days of Peace', support of the Earth Charter as well as its Climate Action Plan which aims to significantly reduce greenhouse gas emissions and foster resilience to the effects of climate change;

WHEREAS, in 2015, Corvallis was the first city in Oregon to recognize Indigenous People's Day, to be celebrated the second Monday in October;

WHEREAS, projects like the DAPL are wholly inconsistent with the City's vision of a fossil free economy and a worldview, in large part shaped by Indigenous teachings, based on reverence for the natural world, peace and justice for all sentient beings; and

WHEREAS, the City of Corvallis values Indigenous cultures' wisdom that clean water, air and land is essential to life, and further investment in fossil fuel infrastructure poses an existential threat to the earth and all its inhabitants.

THEREFORE, BE IT RESOLVED:
The City Council of Corvallis stands in solidarity with the Standing Rock Sioux Tribe and its opposition to the Dakota Access Pipeline, with both moral support and a call to action by city

residents, following the lead of Indigenous groups, and urges municipalities, universities and other organizations throughout the United States to do the same.

Co-Sponsors
Interfaith Climate Justice Corvallis (ICJC)
Corvallis SURJ: Showing Up for Racial Justice
350 Corvallis
First United Methodist Church (Corvallis)
United Church of Christ (Corvallis)
Unitarian Universalist Fellowship of Corvallis
CARE: Community Action for Racial Equity
Veteran for Peace (Linus Pauling Chapter, Corvallis)
NAACP (Corvallis)
Religious Society of Friends (Corvallis)
Corvallis Raging Grannies
Corvallis No War
Beit Am Sustainability Committee
*Much appreciation to the students of the Oregon State University Longhouse Eena Haws for their support and feedback that has been incorporated into the resolution.

CITY OF
PORTLAND

Whereas

Whereas, the Dakota Access Pipeline (DAPL) is proposed to run through land sacred to the Standing Rock Sioux Tribe and carry approximately 450,000 barrels of crude oil per day; and

Whereas, the DAPL has the capacity to negatively impact, through its construction and possible ruptures, the Tribe's treaty resources, ancestral lands, natural resources and sacred sites; and

Whereas, placing the pipeline in this location without full federal cultural and historical reviews that may be required under the National Historic Preservation Act, the National Environmental Policy Act, the Clean Water Act, and the Rivers and Harbors Act impacts not only the Tribe but also the Native communities who have called this area their home since time immemorial; and

Whereas, the City of Portland rests on lands at the confluence of the Willamette and Columbia Rivers and its location was a major crossroads for economic, social and political interactions of Indigenous tribes for thousands of years; and

Whereas, has an Indigenous population of over 40,000 people descended from more than 380 tribes; and

Whereas, the City of Portland has acted to address climate change and oppose the expansion of fossil fuel infrastructure that may affect both local communities and those far upstream from us; and

Whereas, projects like the DAPL are antithetical to the City's effort, and to the global effort, to stabilize carbon emissions; and

Whereas, the City Council approved a resolution standing is solidarity with the Tribe and other communities opposing the pipeline, and urging the responsible federal agencies to take any and all steps necessary to respect and protect the Tribe's treaty resources, ancestral lands, natural resources and sacred sites;

Now, therefore, I, Charlie Hales, Mayor of the City of Portland, Oregon, the "City of Roses," do hereby proclaim Portland's support for

Standing Rock Sioux Tribe

and the other communities opposing the Dakota Access Pipeline.

MEMORANDUM

To: City Council Members for October 3, 2016 meeting

From: Biff Traber, Mayor

Date: September 27, 2016

Subject: Bicycle and Pedestrian Advisory Board Vacancy

Treavor Heald resigned from the Bicycle and Pedestrian Advisory Board. His term on the Board expires June 30, 2017. I would appreciate nominations of citizens by October 7, 2016 to fill this vacancy.

I would also appreciate nominations of citizens to fill the previously announced vacancies as described below.

Advisory Board/Committee	Position Classification	Term Expiration	Deadline to submit applications to the Mayor
Community Involvement and Diversity Advisory Board (8 positions)	n/a	June 30, 2017 (2 positions) June 30, 2018 (2 positions) June 30, 2019 (1 position)	Sept 30
Parks, Natural Areas, and Recreation Advisory Board	n/a	June 30, 2018	Oct 7
Downtown Advisory Board	Housing	June 30, 2019	Oct 7
King Legacy Advisory Board	n/a	June 30, 2019	Oct 7

TO: City Council for October 3, 2016 Council Meeting

FROM: Tony Krieg, Customer Services Manager

DATE: September 26, 2016

THROUGH: Mark W. Shepard, P.E., City Manager

SUBJECT: Liquor License Investigation - New Outlet - Chris and Calvin LLC

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

Action Requested:

Staff recommends Council authorize endorsement of this application.

Discussion:

The City received an application from Chris Chen, Owner of Chris & Calvin, LLC, doing business as Sugoi Sushi, located at 1830 NW 9th Street, Corvallis, Oregon. This application is for a New Outlet with a Limited On Premises Sales liquor license.

Limited On-Premises Sales License:

Allows the sale of malt beverages, wine and hard cider for consumption on the licensed premises, and the sale of kegs of malt beverages for off-premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises.

Budget Impact:

No budget impact.

TO: City Council for October 3, 2016 Council Meeting

FROM: Patrick W. Rollens, Public Information Officer PWR

DATE: September 22, 2016

THROUGH: Mark W. Shepard, P.E., City Manager MWS

SUBJECT: Community Involvement and Diversity Advisory Board (CIDAB) Work Plan

Action Requested:

Staff recommends Council review and accept the attached Community Involvement and Diversity Advisory Board (CIDAB) work plan for 2016-2017.

Discussion:

The concept of an advisory board focused on public participation and diversity was one of many recommendations from the Public Participation Task Force (PPTF). As a result, CIDAB was created by Council ordinance in December 2014 and will officially begin work as an advisory board on October 26, 2016.

During discussions earlier this year, Councilor York indicated that a work plan would be coming to Council for acceptance. This initial work plan was developed in consultation with the CIDAB chair and Council liaison as a starting point for the advisory board, and to serve as the bridge between the PPTF and the new CIDAB. In the future, once CIDAB is fully in operation, it is anticipated that it will update the work plan and share it with Council via annual report presentations, similar to what occurs with other City boards and commissions.

Budget Impact:

None.

Attachments:

CIDAB Work Plan

Community Involvement and Diversity Advisory Board

2016-2017 Work Plan

Introduction

The Community Involvement and Diversity Advisory Board (CIDAB) is launching amid considerable optimism and expectations from both the community and the City of Corvallis. CIDAB traces its origins to the Public Participation Task Force (PPTF), which focused on the many ways that the City can remove barriers for participation and encourage more involvement from all aspects of the community. The PPTF developed a set of recommendations to City Council, and one of the most significant among those was the creation of this Advisory Board.

CIDAB's charge, per the Municipal Code:

The CIDAB increases involvement and representation of Corvallis' diverse community in all City opportunities by: promoting strong public participation with full inclusion of diverse people and communities in Corvallis; proposing methods for access to information for residents, members of appointed bodies, and neighborhood groups; facilitating involvement of residents in all phases of land use planning and decision making; and facilitating implementation of Registered Neighborhood Groups.

CIDAB will operate according to the Guiding Principles for Public Engagement, which were proposed by the PPTF and adopted by the City Council in 2014.

- **Collaborative Decision Making** - Enhance and support community-driven democracy in city government. Ensure that all participants listen and attempt to understand different viewpoints.
- **Diversity** – Seek input from all viewpoints, backgrounds, and philosophies. Treat each person with dignity, fairness, and respect.
- **Openness and Respect** - Promote fair, open and respectful processes that allow all who are interested or affected to have an equal opportunity to participate.
- **Inclusiveness** - Create a variety of ways for community members to participate and influence decisions.
- **Accountability** - Use decision-making processes that are transparent and that create decisions that can be tracked with clearly defined responsibilities.

Work Plan

This work plan was developed out of a desire to start quickly on a few specific action items shortly after the Advisory Board's creation. Over time, the Board will revisit this work plan to

explore many other subjects of interest to the community, including those topics identified in the PPTF report as well as other, yet-to-be identified issues in the community.

Goal 1 – Evaluate and Formalize Support for Neighborhood Associations

Neighborhood engagement and support is one of the key tasks identified by the PPTF. Corvallis has a number of engaged neighborhood associations, as well as a number of less organized groups that are seeking opportunities to make a difference in their communities. As its first goal, CIDAB has an opportunity to help identify ways for the City to engage and support neighborhood associations throughout the community.

- Suggested Timeline: October – December 2016
- Anticipated Staff Support: Community Development Department & PIO

Goal 2 – Develop a Process for Distributing Neighborhood Empowerment Grants

The City of Corvallis 2016-2017 Budget includes $5,000 for neighborhood empowerment grants. This funding is intended for neighborhood associations, but the exact nature of its distribution and use has not yet been determined. CIDAB will play an important role in helping to review and update the program's current policy and make recommendations for procedures governing how these neighborhood empowerment grants are solicited, evaluated and distributed.

- Suggested Timeline: January – March 2017
- Anticipated Staff Support: Community Development Department & Finance Department

Goal 3 – Disburse Neighborhood Empowerment Grants

Once the existing system has been reviewed and updated, CIDAB will undertake the first round of grant proposal solicitation. This will involve outreach to existing neighborhood associations to apprise them of the process and requirements to seek grants, as well as evaluation of applications, interviews with association leaders (if desired), public comment, and collaboration with the City's Community Development and Finance Departments on the actual disbursement of funds. The City's fiscal year ends on June 30, 2017, so all grant funds in the current budget cycle must be committed by that point.

- Suggested Timeline: April 2017 – June 2017
- Anticipated Staff Support: Community Development Department, PIO & Finance Department

Goal 4 – Education & Introductions with City Staff

CIDAB is inspired in large part by the State of Oregon's Goal 1, which calls on communities to develop a framework for citizen involvement in local planning efforts. Some basic education and training around Goal 1 could be a good opportunity to help new members understand the Advisory Board's potential scope of work. In addition, since CIDAB's work will touch many different City departments, it makes sense to carve out some time in the first year to focus on introducing city staff to CIDAB. The Board will have the opportunity to dig deeper into the specific responsibilities of City departments, particularly those that intersect with public participation, land use and diversity. This goal isn't particularly time sensitive and can be slotted into meetings as needed.

- Suggested Timeline: None (flexible as needed)
- Anticipated Staff Support: Staff liaison to coordinate rotating attendance from City departments

Goal 5 – Action Items from CIDAB and the Community

The Advisory Board may choose to dedicate time to other items identified and approved by the Board as they come along throughout the year.

- Suggested Timeline: None (flexible as needed)
- Anticipated Staff Support: Varies

Goal 6 – Develop 2017-2018 Work Plan

Now that the Advisory Board's members have a sense of the CIDAB's workflow, they may focus on identifying action items for the future. This will be an opportunity for the board's members to put their own stamp on CIDAB and help guide the board's work moving forward.

- Suggested Timeline: July – October 2017
- Anticipated Staff Support: Staff liaison

TO: City Council for October 3, 2016 Council Meeting

FROM: Paul Bilotta, Community Development Director PB

DATE: September 26, 2016

THROUGH: Mark W. Shepard, P.E., City Manager MWS

Nancy Brewer, Finance Director NB

SUBJECT: Initiation of Comprehensive Plan Amendment related to the Urbanization Study

Action Requested:

Staff recommends Council initiate a Comprehensive Plan Amendment (CPA) process, which will consider map and text changes to the Comprehensive Plan. This process should result in the following:

1. Identify any changes in the Comprehensive Plan map that are desired, particularly the changes required due to the land use deficiencies identified in the Urbanization Study.

2. Changes in the Comprehensive Plan text that are desired, including reviewing the recommendations as proposed by the community at-large, as well as certain recommendations contained in the Urbanization Study's Land Sufficiency and Conclusions chapter and Appendix B, to bring the Comprehensive Plan into compliance with Statewide Planning Goals 9 (Economic Development) and 10 (Housing).

3. Transmittal of the Urbanization Study to DLCD in order to initiate formal review.

4. Establishing the official planning horizon with DLCD as 2016 – 2036.

Discussion:

On June 19, 2015, the City awarded a contract to ECONorthwest, to develop an Urbanization Study for Corvallis. The Urbanization Study is a core document that is anticipated to serve the community for the next 20 years (2016-2036), and the data and conclusions contained in the study are used to inform the city's long-term land use needs. A final draft of the Urbanization Study was provided to the City at the end of June 2016, and as specified in the project's scope of work, the study contains the following chapters:

1. Introduction
2. Buildable Lands Inventory
3. Housing Needs Analysis
4. Economic Opportunities Analysis
5. Land Sufficiency and Conclusions

The individual chapters align with Statewide Planning Goals 9 (Economic Development) and 10 (Housing), and the State's administrative rules (OAR 660 Divisions 8 and 9) that support those goals. The study also contains an analysis of existing housing and economic development policies contained in the City's Comprehensive Plan, describing how those policies can be amended to better comply with changes to the State's administrative rules that have occurred over time. The study was presented to the community through the following three events:

1. August 16, 2016, City Council work session
2. September 7, 2016, Planning Commission information session
3. September 14, 2016, public information session at the Library

Additionally, a page was created on the City's website that is devoted to the Urbanization Study (www.corvallisoregon.gov/urbanization), and a copy of the June 2016 draft study was provided to the Oregon Department of Land Conservation and Development (DLCD) to solicit preliminary comments. DLCD provided preliminary comment on August 22, 2016 (Attachment 1). Staff has compiled comments from Councilors and DLCD and intends to have ECONorthwest make changes to the June 2016 draft documents to address the technical comments within their contract.

Those comments that were determined to relate to broader community-wide land use policy decisions or that require additional analysis outside of the contract, such as changes in the annexation process or segregation and study of the student housing population are not in the list of proposed changes to the draft documents (Attachment 2).

As noted in Chapter 5 (Land Sufficiency and Conclusions), deficits have been identified in the supply of land in certain categories, and making changes to the City's Comprehensive Plan map is one recommendation provided by ECONorthwest, to address the supply concern. Additionally, policies contained in the text of the Comprehensive Plan have been identified by the consultant, which if amended, may better support the community's housing and economic development objectives.

Staff is recommending Council formally initiate a Comprehensive Plan Amendment process, to begin to address land supply deficits and policy constraints identified in the Urbanization Study.

If the Council chooses to initiate the Comprehensive Plan Amendment, staff would immediately submit the Urbanization Study, with the changes noted in Attachment 2, to DLCD for formal review, and begin the process of scheduling community outreach efforts for seeking community input on land use issues. Submittal of the draft Urbanization Study will allow decision makers the opportunity to consider the new data in certain land use actions such as legislative amendments to the Comprehensive Plan.

Additionally, staff would form a Departmental Advisory Committee (DAC), with the intention that this DAC be available to provide input on and participate in the process, to maximize public involvement and investment, and to ensure the recommended amendments to the Comprehensive Plan are brought back before decision makers in a timely manner. If Council chooses to initiate the Comprehensive Plan Amendment, staff is suggesting community input and data gathering begin as soon as the Council's large land use goal projects such as the community vision begin to wrap up. Staff also anticipates Council would be periodically briefed on the progress of the community outreach efforts.

After initiation, staff proposes the following project steps:

- Submit draft Urbanization Study, with changes in Attachment 2, to DLCD for formal comment
- Form DAC for project assistance
- Schedule work session with Planning Commission and City Council to outline scope of community input and data gathering efforts. Note: This may include outreach to the Benton County Board of Commissioners for consideration of urban fringe land use changes.
- Schedule community input sessions, open online opportunities for input

- Provide Periodic Updates to City Council on Progress of Community Outreach, and based on the community input received, develop a process to develop/review Comprehensive Plan amendments.

- Compile data to highlight key findings/items with large consensus

- Joint Corvallis/Benton County Planning Commission public hearing for CPA *(Note: State law and the Corvallis Urban Fringe Management Agreement require joint hearings before both City and County Planning Commissions for changes affecting the urban fringe.)*

- City Council/Benton County Board of Commissioners public hearing for CPA

- Submit final version of Urbanization Study along with CPA to DLCD for post acknowledgement plan amendment (formal adoption)

Recommendation:

Per Land Development Code Section 2.1.30.01, Comprehensive Plan Amendments may be initiated by a majority vote of the City Council.

Based on the conclusions and recommendations contained in the Urbanization Study and the initiation considerations in LDC 2.1.30.01.b, Staff recommend Council initiate a Comprehensive Plan Amendment.

Motion

I move to initiate a Comprehensive Plan Amendment to address the conclusions and recommendations of the Urbanization Study. This motion is based on the information provided in the June 2016 draft Housing Needs Analysis and Economic Opportunities Analysis, and this September 26, 2016, staff report to City Council.

Budget Impact:

Community Development staff have anticipated that addressing deficits identified in the Buildable Lands Inventory would require significant additional staff time, and will likely involve additional public meetings with the Planning Commission and City Council. Depending on the results of initial community input, it is possible it will be necessary to seek the assistance of consultants, which will require additional expense.

Staff will attempt to minimize consultant costs through the use of the temporary funding of a long-range planner. The staff and public hearing expenses are already factored into the Community Development Department and City Manager's FY 2016-2017 budget although undertaking a community conversation on land use could consume a significant amount of the available long-range planning resources depending on the level of interest in the community.

VPB:prj
Attachments:
1. August 22, 2016 – DLCD Review and Comments for June 2016 Draft Urbanization Study
2. Summary of comments received and proposed changes to June 2016 Draft Urbanization Study

Oregon
Kate Brown, Governor

Department of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, Oregon 97301-2540
Phone: (503) 373-0050
Fax: (503) 378-5518
www.oregon.gov/LCD

August 22, 2016

Jason Yaich, Sr. Planner
Corvallis Planning Division
501 SW Madison Ave.
Corvallis, OR 97333

RE: DLCD review of draft Urbanization Study dated June 2016

Thank you for letting us review your draft urbanization study that consists of: a buildable lands inventory (BLI) of the city and its urban growth boundary (UGB); a housing needs analysis (HNA) that addresses Goal 10, division 8 requirements; and an economic opportunity analysis (EOA) that address Goal 9, division 9 requirements. Together, these three documents make up an urbanization study that looked at the adequacy of the City's comprehensive plan in meeting the 20-year land need for residential and employment land within your existing UGB. The following are our comments and suggestions regarding the above mentioned material.

City staff and the consultant are to be congratulated in putting together a summary report that details the major findings and conclusions of the BLI, HNA and EOA in a way, making extensive use of graphics/maps to present the data, which will make this information very accessible and informative to both decision-makers and the public at large. Personally, I found the Summary Report easy to ready and the data/conclusions easy to understand. That said, we would like to make several suggestions that the department believes will help the city in making future decisions relative to addressing identified residential and employment land needs.

Housing Needs Assessment:

First, we would suggest that the city try to segregate all of the income and cost burden information into student and non-student households. As the report indicates, students are in a unique situation that they often have resources (parents) that don't show up in these kinds of calculations. The criticism of Corvallis in the past is that it exports workforce-level non-student housing needs to other lower cost nearby communities. Isolating out the student populations from the housing calculations would indicate to what level this assertion is true. What makes this difficult however, might be figuring out the household income of the households whose members work in Corvallis, but don't live there.

Next, the report does mention the problems Corvallis has with regulatory burdens. One regulatory burden of a sort that is not addressed is the voter approved annexation policy. This policy, it is asserted, depresses serviceable housing supply and distorts that supply by providing

perverse incentives to annexors to propose lower density residential development. Some sort of the analysis of the validity of this assertion would be good. Along those same lines, given this fact, the full report does discuss the residential land capacity inside the UGB – excess of low-density residential and a deficit of high-density residential. But what about inside the city limits? This information is presented in the full report and would be good to also include a discussion in the summary report as well.

Third, we would suggest, in the Housing Summary, that the city discuss what house price or rent can be afforded by Corvallis residence without being cost burdened and compare that to what is available.

Economic Opportunity Analysis (EOA):

Overall, the EOA appears to meet all the requirements of division 9 – Economic Development. Regarding the EOA, the report indicates a surplus of industrial land and a deficit of commercial land. The city should consider analyzing if voter-approved annexations has had an impact either on the deficit of commercial land or the availability of industrial land in meeting the city's 20-year need. Also it is unclear to us if the city has really met its short term supply obligations? We don't see that conclusion anywhere – just a discussion of the rule.

Finally, a key takeaway from the EOA that should be worrisome is Corvallis' policies about development of commercial and industrial land are complex, creating a barrier to these types of development. Discussions with stakeholders involved in commercial and industrial development indicate that the City's policies for commercial and industrial development create barriers to development. The development process is complex, adding time and expense to development. While such policies are not necessarily inconsistent with division 9, we would encourage the city to consider their impact on the city's economic development efforts.

Thank you for letting us review the draft Urbanization Study. Please feel free to contact me should you have any questions regarding our comments.

Respectfully,

Ed Moore, AICP
Regional Representative

c. Gordon Howard, Urban Specialist, DLCD
Tom Hogue, Economic Development Specialist, DLCD
File

Summary of Comments Received and Proposed Changes to June 2016 Draft Urbanization Study

Comment		Source	Notes
1.	Segregate income and cost burden data into student and non-student households.	DLCD and City Council	As noted at work session and follow up discussion (see 9/12 email to Councilor Bull), the Technical Report includes a focused discussion on the demographics of Corvallis' student population at pages 3-25 through 3-27, based on Census decennial and ACS data. Additional refinement of the underlying data associated with students would require additional data gathering and analysis not in the current scope of work for the Urbanization Study. Requires additional policy analysis and community discussion.
2.	Define "student housing" as specific housing type.	City Council	Requires additional policy analysis and community discussion.
3.	Pent-up demand for housing and effect on projections.	City Council	See 9/12 email to Councilor Bull.
4.	Land Designated Public Institutional and Public Employment, and community needs for jail	City Council	As noted in 9/12 email to Councilor Bull, not all potential government agencies were contacted regarding future land use needs. Due to uncertainty about individual agency needs and location, determining need beyond methods used at page 5-1 of the technical report would require additional study.
5.	Add graphic that explains methodology used to account for constraints in the BLI analysis	City Council	**A graphic has been identified as suitable for explaining the methodology. Amend June 2016 draft.**

6.	Analysis of regulatory burdens on land availability (voter approved annexation policy as example) for both housing and employment lands.	DLCD	Requires additional policy analysis and community discussion.
7.	Align summary report and technical report statements regarding supply of land inside City limits vs. in urban fringe	DLCD	**Amend June 2016 draft**
8.	Provide discussion on what house price or rent can be afforded by Corvallis residents without being cost burdened, compare to availability	DLCD	**Amend June 2016 draft**
9.	Clarify if short-term supply of employment land meets State rules	DLCD	Staff informed DLCD staff of analysis included in Technical Report (pg. 2-20), and DLCD confirmed that short-term supply, which exceeds the State target of 25%, is sufficient. No need to amend reports.
10.	Technical Report (page 5-1): Adjust description of Parks Department land use needs per Parks Dept. comments.	Staff	**Amend June 2016 draft Technical Report, page 5-1.**
11.	Summary Report (pg. 17): LDR portion of graph at top of page has labels for 730 units inside city and 3110 units outside city (total = 3840), which conflicts with grand total of 9,127 units (comparing this to technical report Exhibit 118)	Staff	**Amend June 2016 draft Summary Report, page 17.**
12.	Clarify meaning of percentage (2%) applied to Hispanic / Latino population growth on pg. 15 of Summary Report	Staff	**Amend June 2016 draft Summary Report, page 15.**
13.	Emphasize relationship of OSU student enrollment projections and	Staff and Council	**Amend June 2016 draft Summary Report, page 15.**
14.	Emphasize that buildable lands associated with needed housing are unconstrained (no Planned Development or Natural Features constraints), and identify surplus / deficit with these considerations.	Staff and Council	**Identification of total dwelling units associated with needed housing is provided with Exhibit 83 (technical report, pg. 3-58).**

			The residential land sufficiency conclusions on pg. 5-4 of the Technical Report indicate that with the exception of land with a HDR (high density residential) designation, there is sufficient capacity in unconstrained, vacant or partially vacant lands to meet needed housing requirements. **Since the Housing Needs Analysis and associated BLI cannot be adopted until the Comprehensive Plan map has been amended to account for identified HDR deficit, this will be clarified with final draft of Urbanization Study submitted in concert with the map amendments. The city should address the percentage of available residential land inside city limits, in all designations, as part of the map update process, and/or address its annexation policies to ensure that the needed housing requirements are satisfied.**

TO: City Council for October 3, 2016, Council Meeting

FROM: Mark W. Shepard, P.E., City Manager MWS

DATE: September 23, 2016

SUBJECT: Lead Administer for the Housing Opportunities Action Council

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

Action Requested:

Staff is seeking Council direction regarding potential City participation in funding a Lead Administrator position for the Housing Opportunities Action Council (HOAC)

Discussion:

The Mayor serves on the HOAC governing board and has presented the idea of a Lead Administrator for HOAC during past City Council meetings. The Council has delayed action on whether to participate in funding the Lead Administrator position due to on-going questions and discussions about funding a men's cold-weather shelter for the winter of 2016-17.

With the approval of the men's cold-weather shelter funding, Council also committed to not supporting a shelter at the current 4th Street location in the future. Therefore, the community needs to work toward finding a solution for the 2017-18 winter and eventually for the long-term. HOAC can take a lead role in coordinating community members, groups, and agencies in an effort to develop an alternative shelter solution. HOAC believes that a Lead Administrator is needed to assist them in working toward a community solution for a temporary men's cold-weather shelter alternative.

HOAC sought proposals for the Lead Administrator position several months ago. The single proposal they received was from United Way of Benton and Lincoln Counties (UWBLC). A copy of the original proposal is included as Attachment 1. UWBLC provided an updated cost proposal covering eight months (Attachment 2); November 2016 to the end of the 2016-17 fiscal year in June 2017.

Eight months of Lead Administrator support will cost $38,500. Benton County previously indicated they are willing to share in half of the cost of a Lead Administrator for HOAC. If the Lead Administrator costs are split evenly, the City's share will be $19,250.

After funding the men's cold-weather shelter, there is $18,300 remaining in undedicated funds from the $40,000 Council set aside as part of the fiscal year 2016-17 budget that could be used to share in the funding of a HOAC Lead Administrator position. The following table provides a summary of funding to date.

Resource	Total available	Committed Funds	Remaining Balance
Budget Set-A-Side	$40,000	$21,700	$18,300
Social Service Funding	$10,000	$10,000	$0
CDBG Funding	$10,000	$10,000	$0
Police Funds	$ 7,200	$7,200	$0
Total	$67,200	$48,900	$18,300

If the City funds half of the eight months of a Lead Administrator for HOAC, an additional $1,000 would need to be identified. This funding could come from the $30,000 in Council discretionary funds that is in

the 2016-17 budget. Council should keep in mind that there will likely be an ongoing funding request to support the HOAC Lead Administrator into the next fiscal year at a minimum. Work on a potential alternative men's cold-weather shelter will continue into the 2017-18 fiscal year. Therefore, a commitment now, will likely come with a request to continue funding in the next fiscal year.

Options

Council has several options to consider regarding the request for funding the HOAC Lead Administrator position:

1. Provide no funding for a HOAC Lead Administrator. This will result in either no Lead Administrator support or HOAC will need to find funding from other sources.
2. Offer the remaining balance of funds set aside for homelessness ($18,300) for the Lead Administrator position. HOAC would either reduce the work effort of the Lead Administrator or seek other funding.
3. Provide half of the full eight months of funding. To do this Council will need to identify additional funds. The Council discretionary funds would be the logical choice for providing the additional $1,000.

If Council decides to move forward with option 2 or 3, staff will work with UWBLC and Benton County to develop an agreement for transferring the funds. Agreements will be brought before the Council before they are executed.

Budget Impact:

Budget impact will depend on Council direction. All three options can be executed within current budget allocations. If Council chooses to fund the HOAC Lead Administrator, there will likely be a request for on-going funding in the next fiscal year.

Attachments:

1. UWBLC proposal
2. UWBLC updated cost proposal

Attachment 1

Housing Opportunities Action Council

Lead Administrator Proposal

Provision is made in the Housing Opportunities Action Council (HOAC) Charter for a Lead Administrator, under contract to the City of Corvallis and Benton County, to serve as fiscal agent for the HOAC, and to facilitate and further HOAC's work in Benton County.

United Way proposes to serve as the backbone organization, staffing a 1.0FTE reporting to United Way's Executive Director.

Responsibilities and Operations

The primary responsibility of this position will be to organize and shepherd the work of the HOAC, working through the Governing Board. Responsibilities include the following:

a. Board and Committee Management:

- Facilitates and supports the Governing Board's strategic planning; works with Co-Chairs to plan and implement Governing Board agendas; works through partners to ensure delivery of identified goals
- Facilitates and supports the SMART and Funding Teams and keep their agendas on track; works with chair to plan and implement the committee's work; works with committee members to ensure delivery of assigned action items
- Serves as the neutral convener and facilitator for the Adult Services Team (AST)
- Supports the Chair(s) of each of the Coordinated Delivery Team(s) as needed

b. Project Management:

- Manages process for orienting, training, assigning, scheduling, and coaching Board and committee members; communicating job expectations; planning and reviewing policies and procedures
- Develops and manages systems for capturing information, making recommendations on strategic plan(s) and reviews; preparing and completing action plans; resolving problems; identifying trends; determining system improvements; implementing change
- Serves as fiscal agent, managing budgeting and reporting where appropriate

c. Plan Maintenance:

- Identifies prevailing and evidence-based Best Practices
- Identifies and evaluates priorities; identifies, researches, and recommends potential initiatives
- Manages regular plan updates, in alignment with Governing Board directives; coordinates plan maintenance activities with other alignment efforts (Benton County Health Services / CHIP, Cascades West Council of Governments, League of Women Voters, City of Corvallis' Imagine Corvallis 2014, Benton County's 2040 strategic plan, InterCommunity Health Network Coordinated Care Organization, Early Learning Hub of Linn, Benton, & Lincoln Counties, etc.)

d. Reporting:

- With appropriate Team or Coordinated Delivery Team, identifies outcomes, metrics, milestones; updates Plan as objectives are accomplished or strategic priorities change
- With service providers and key stakeholders, develops and implements reporting guidelines
- Develops and implements reporting mechanisms

e. Public Policy: identifies possible public policy issues; works with the HOAC Governing Board to develop and agenda and implementation plan(s).

f. Relationship Management: nurtures key stakeholder relationships; identifies and builds new stakeholder and non-traditional partnerships in support of goals.

g. Fund Development: identifies and supports grant writing efforts.

h. Other duties: as assigned and agreed to.

Oversight

United Way's Board of Directors maintains its fiduciary responsibility to oversee performance on the Lead Administrator contract.

Performance as the Lead Administrator will also be evaluated annually by the HOAC Leadership Committee or sooner if conditions warrant. Any changes will be reviewed and approved by the HOAC Governing Board, Contractors, and United Way Board of Directors as necessary.

a. The HOAC Board and United Way Board of Directors are each responsible for compliance with the provisions of the prudent person rule as it pertains to their duties and responsibilities.

b. The City of Corvallis, Benton County, and United Way's Board of Directors are each responsible for reviewing these policies regularly to insure the guidelines are appropriate to the contract, agreed to goals, and economic conditions.

Review Periods identified:

- June 2017 or approved modification, whichever comes first
- Annually thereafter, as part of the HOAC strategic planning process

Proposed budget (12 month)

Expense Category	Description	Total
Personnel	1.0 FTE - Includes fringe	$45,681
Materials / Supplies	Print materials Mileage Computer Etc.	$3,000
Indirect @ 15%		$7,309
	Proposal Total	**$55,990**
United Way In-kind	$4,000	

About United Way

United Way of Benton & Lincoln Counties works to increase the organized capacity of people to care for one another. *United Way is a community builder*, mobilizing resources and connecting people through philanthropy and volunteerism to the larger community. *United Way partners with local health and human service agencies* to help people Meet Basic Needs (intervention) and Break the Cycle of Childhood Poverty (prevention). *United Way partners with local businesses*, to help them and their employees support causes they are passionate about: Education, Income and Health. *United Way partners with volunteers* through our Day of Caring program and other events, providing hands-on opportunities for positive, measurable change.

Attachment 2

Memo

DATE: September 19, 2016

TO: Commissioner Anne Schuster, Benton County
Mayor Biff Traber, City of Corvallis

FROM: Jennifer Moore, United Way of Benton & Lincoln Counties

Revised Lead Administrator Proposal

Through the Housing Opportunities Action Council (HOAC), Benton County, the City of Corvallis, community partners and key stakeholders are committed to working together to promote a more coordinated, integrated planning approach to addressing homelessness and expanding the availability of affordable housing.

Provision is made in the HOAC Charter for a Lead Administrator to serve as fiscal agent for the HOAC, and to facilitate and further HOAC's work in Benton County. Previously, with support of the HOAC Governing Board, United Way had submitted a proposal for that Lead Administrator role. The proposal outlined the backbone role—building and nurturing the infrastructure necessary to support the action identified and prioritized through Benton County Health Services' companion project, organizing and managing the HOAC Governing Board and committees, and various responsibilities with regards to plan implementation and maintenance.

The original proposal considered a July 1 start date. The table below reflects revised budget considering a November 1 start date.

Revised budget (8 month)

Expense Category	Description	Total
Personnel	1.0 FTE - Includes fringe	$31,547
Materials / Supplies	Print materials Mileage Computer Etc.	$1,925
Indirect @ 15%		$5,021
	Proposal Total	**$38,493**
United Way In-kind	$4,000	

TO: City Council for October 3, 2016

FROM: Carolyn Rawles, Library Director CR

DATE: September 20, 2016

THROUGH: Mark W. Shepard, P.E., City Manager MWS

SUBJECT: 2016-2021 Library Strategic Plan

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

Action Requested:

Staff recommends Council accept the Library Board-approved 2016 Library Strategic Plan.

Discussion:

Over the past two years, the Library staff and Board have been engaged in a process to develop a new Library Strategic Plan, including a new Vision Statement and Mission Statement.

The Plan was developed to replace a consultant-developed Strategic Plan for 2009-2014. The Board and management staff together decided that a consultant was only needed for the survey portion of the new plan. The Library Board served as the Planning Committee. They received facilitation assistance from Jeanne Holmes, retired from the Corvallis School District.

The Library Board met monthly in 2015 and 2016 to develop the plan. New vision and mission statements were created; areas of emphasis defined; and goals and objectives set.

Concurrent with the Library's Strategic Plan development, the City has been working on the "Imagine Corvallis 2040, Our Community Vision in Action" project. The Library recognized that the new Plan should dovetail with the new community vision. The Library Board Chair volunteered to be on the Vision Steering Committee, and members were encouraged to participate in surveys and meetings related to the vision. The Board believes that this plan will fit with a number of the focus areas in the community vision, especially "Learn and Thrive" and "Create and Celebrate."

The new plan is designed to last at least 5 years, with objectives to be reviewed on a biennial basis.

Data gathering consisted of:

- A primarily email patron survey (sent to all patrons with email addresses, the vast majority of patrons) with over 3,800 responses. The consultant indicated this was an excellent rate of response. Nearly 100 pages of hundreds, if not thousands, of patron comments were received in addition to the survey results, and were incorporated into the planning process.
- Several months of data gathering of actual patron usage of the library developed and analyzed by the marketing company that produced the email survey. This included market segmentation information (who is using the library, what they do, and what opportunities exist to serve them better and retain them as patrons).
- A community analysis conducted by the marketing company that conducted the survey.
- Review of demographic information for Benton County, the National Citizen Survey for the City of Corvallis, the Benton County Health Assessment, a staff survey, various reports on the future of public libraries, most notably by Pew Research.

- Review of the 2009 telephone survey of random Benton County households. A decision was made early on not to conduct another telephone survey for the new plan, as the data from the 2009 survey was only marginally helpful. It was decided to concentrate instead on those people using the library and to review results of the City's National Citizen Survey.
- A decision was made early on not to conduct a Town Hall input session. This technique was used in the last two strategic plans, with very limited attendance and feedback that was not especially useful. Instead, all the planning sessions were held at publicly noticed Library Board meetings open to the public at any time.

Some key findings from the survey, community assessment, and analysis of usage patterns include:

- The primary age groups using the library are youth, middle aged to older adults, and parents of young children. There is an opportunity to increase usage among those in the 21-34 year age range. High rates of usage among children is an opportunity to retain and continue to engage this audience and help them be lifelong library users.
- Youth at risk for failing to meet 3rd grade reading standards is at a relatively low level in Benton County, but library early literacy efforts are a key part of keeping that risk level low. This is an opportunity for the library to increase outreach to early learning centers and elementary schools. Children who do not meet grade level reading by 3rd grade tend to have a lower rate of overall success in the educational system.
- The Library has a comparatively high rate of "market penetration" with about 47% of total households holding at least one library card. There is an opportunity to increase market penetration to an even greater level with more outreach and improved marketing.
- About 22% of users do not use their library cards on a regular basis. This is an opportunity for the Library to increase efforts to welcome and retain new users, encourage users to use the library more frequently, and to increase outreach and offerings to make the library a convenient option for users.
- The Library has a relatively high rate of "power users" who use many library services heavily, which is not surprising given the County's high levels of education.
- About 7% of users primarily access the Library's ebook offerings, and that percentage is expected to grow. Although a relatively small part of overall total checkouts, usage of ebooks is growing at a faster rate than other formats. There are more users who primarily use the library for ebooks than for DVDs and audiobooks, two other popular nonprint formats. The number of commuters who listen to audiobooks in their cars and the lack of other local sources for DVDs as well as the rural nature of some of the Library's service area contribute to those numbers remaining relatively steady.

Budget Impact:

There is no direct budget impact from the acceptance of the plan. The Library Strategic Plan will be used to help guide budget priorities for the Library in coming years.

Attachments: 2016-2021 Library Strategic Plan

CORVALLIS-BENTON COUNTY PUBLIC LIBRARY

STRATEGIC PLAN 2016-2021

MISSION

Enrich, Excite, Explore.

VISION

The Corvallis-Benton County Public Library will be an inspiring and vital part of the lives of people of all ages and backgrounds in our communities. We will:

- Be responsive, flexible and innovative in providing resources and services that enhance the quality of life for all
- Foster an impassioned spirit of exploration and discovery
- Strengthen our sense of community by encouraging civic and cultural engagement
- Support learning and knowledge

AREAS OF EMPHASIS & GOALS

COMMUNITY CATALYST

1. Library staff will seek out and expand community collaboration and partnerships.
2. We will be regarded as a leading resource for community enrichment, civic and cultural engagement, and exploration of issues.

EQUITABLE ACCESS

1. Our services will be convenient and available to all users in the Library District.
2. We will increase efforts to retain current patrons and attract new ones.
3. We will provide access to established and emerging technologies.

INFRASTRUCTURE/FACILITIES

1. The Library Board will communicate to decision makers the importance of sufficient and stable public funding in order to accomplish the goals outlined in this plan.
2. We will provide training opportunities and support to help library staff deliver high quality service
3. Library management will be timely and flexible in recognizing opportunities and making decisions.
4. We will continue to collaborate with the library building owners to ensure Library buildings meet user needs and are modern, safe, versatile, sustainable and welcoming.
5. We will support the continuing growth and development of the library volunteer program, the Friends of the Library and the Library Foundation.

SUPPORT FOR LEARNING & PERSONAL ENRICHMENT

1. We will offer a diverse collection of materials that patrons find useful and relevant.
2. We will be recognized as a leading advocate for reading and learning
3. Our programming and services will facilitiate learning and support personal enrichment.

645 NW Monroe Ave. Corvallis, OR, 97330 • 541-766-6793 • www.cbcpl.net

Corvallis-Benton County
PUBLIC LIBRARY

AREAS OF EMPHASIS AND GOALS

1.0 COMMUNITY CATALYST

1.1 Library staff will seek out and expand community collaboration and partnerships.

- 1.1.1 Annually in June the Library Management Team will choose 3-5 collaborations and partnerships for emphasis and will provide resources for staff involvement. At least one of these should focus on increasing usage of the library by an underserved population.
- 1.1.2 By December 2016 Library staff will develop and begin to carry out a plan for increased public library involvement in local schools from pre-K through Oregon State University.

1.2 We will be regarded as a leading resource for community enrichment, civic and cultural engagement, and exploration of issues.

- 1.2.1 A survey of meeting room and study room users will be completed in January 2017 to determine service improvements desired.
- 1.2.2 Utilize results of user survey to review and change meeting room and study room policies and procedures, and improve scheduling practices by October 2017.

2.0 EQUITABLE ACCESS

2.1 CBCPL services will be convenient and available to all users in the Library District.

- 2.1.1 A staff committee will examine barriers to library use by June 30, 2017 and will report its findings to the Library Board in August 2017.
- 2.1.2 Library Management Team, in consultation with the Library Board, will develop budget proposals to incorporate recommendations from Objective above for the 2018-19 budget.
- 2.1.3 Library Management Team and the Library Board will examine and update practices regarding library fines and fees by October 31, 2016 to help encourage the widest possible use of the library by all segments of the community.
- 2.1.4 Library staff will annually develop and prioritize a proposal for new or expanded outreach opportunities and will act on that plan.

2.2 The CBCPL will increase efforts to retain current patrons and attract new ones.

- 2.2.1 New library card holders will receive a comprehensive and targeted welcome to the library, starting in June 2016.
- 2.2.2 By March 31, 2017 Access Services staff will explore ways to contact patrons whose cards are about to expire and/or those who have not used their cards for a period of time to welcome them back proactively, with implementation to follow.
- 2.2.3. A marketing plan for the library will be developed by June 2017. Plan will include identification of new potential users to be contacted, such as new parents, new OSU students, and new local residents.
- 2.2.4 Results of library marketing plan will be incorporated to create "buzz" about the library and its services throughout the community by November 2017.

2.0 EQUITABLE ACCESS, CONTINUED

2.3 The CBCPL will provide access to established and emerging technologies.

- 2.3.1 A staff/community Maker Committee will be appointed by March 31, 2016 to work on implementation of a Maker Space.
- 2.3.2 Library Technology staff will identify and carry out annually 5-10 projects and/or programs designed to improve public access to and knowledge about technology, with at least one emphasizing increasing usage by underserved groups.

3.0 INFRASTRUCTURE / FACILITIES

3.1 The Library Board will communicate to decision makers the importance of sufficient and stable public funding in order to accomplish the goals outlined in this plan.

- 3.1.1 Annually the Library Board will prepare a letter to the Budget Commission about the budget needed to accomplish that year's goals from this plan.
- 3.1.2 At least one member of the Library Board will testify in person in support of the Library's budget at a Budget Commission meeting each year.
- 3.1.3 The Library Board and Library Management Team shall review this plan two years from adoption and update objectives.

3.2 The CBCPL will provide training opportunities and support to help library staff deliver high quality service.

- 3.2.1 Management Team will develop a training plan, including computer competencies and customer service training, by December 31, 2016. Plan will be used to direct training resources for the 2017-2018 fiscal year and beyond
- 3.2.2 Each staff member, in consultation with his or her supervisor, shall identify training and professional development objectives for themselves as part of their annual review process.

3.3 Library management will be timely and flexible in recognizing opportunities and making decisions.

- 3.3.1 In March 2017 library staff will be surveyed about barriers they have experienced in implementing new ideas and how they recommend these barriers be reduced.
- 3.3.2 Within three months of receiving survey results, Library Management Team will utilize the ideas/concerns gathered from staff to determine how to improve and what they should do differently going forward.

3.0 INFRASTRUCTURE / FACILITIES, CONTINUED

3.4 The CBCPL will continue to collaborate with the library building owners to ensure Library buildings meet user needs and are modern, safe, versatile, sustainable and welcoming.

- 3.4.1 The Library Director will approach the Friends and Foundation to provide funding for further architectural examination of options for expansion of the Philomath Library. Such examination will be complete and reported to the Library Board and the City of Philomath by February 2017.
- 3.4.2 A building consultant for the Corvallis building will be hired during the 2016-2017 fiscal year. The consultant will recommend library space requirements and the best/most cost effective use of the Corvallis Library block, including the current building and the Fenner building. The Corvallis Library Main Meeting Room will be included in the assessment.

3.5 The CBCPL will support the continuing growth and development of the library volunteer program, the Friends of the Library and the Library Foundation.

- 3.5.1 Library Management Team, the Volunteer Coordinator, and divisional volunteer liaisons will annually meet to brainstorm ways to increase and enhance volunteer opportunities, retention, and wide community involvement in volunteering at the library.
- 3.5.2 Provide training and orientation for Friends, Foundation, and regular volunteers about Library philosophy, policies, services, funding, etc. to improve their understanding of the Library.
- 3.5.3 Explore and evaluate staffing of the volunteer program and the Volunteer Coordinator position, to ensure adequate funding and management.

4.0 SUPPORT FOR LEARNING AND PERSONAL ENRICHMENT

4.1 The CBCPL will offer a diverse collection of materials that patrons find useful and relevant.

- 4.1.1 By December 2016, upgrade tools for collecting, analyzing and sharing patron statistics and usage information to inform decision-making about collections and services.
- 4.1.2 By September 2016 create a staff committee that will annually evaluate usage of various collections, examine new formats or technologies for possible implementation, and recommend to LMT when collection space allocation should be modified, and when particular formats should be retired.
- 4.1.3 Patrons will be surveyed biennially regarding the usefulness of and their satisfaction with the materials they use from the library.
- 4.14 By December 2017, examine feasibility of reintroducing interlibrary loan services and joining the Oregon Library Passport Program for possible incorporation into 2018-2019 budget or in renewal of operating levy.

4.2 The CBCPL will be recognized as a leading advocate for reading and learning in the community.

- 4.2.1 By September 2017 the library will proactively publicize library collections and services as means of community learning and enrichment, through avenues such as newspaper articles.
- 4.2.2 Library staff will offer their expertise and library resources to local reading-oriented organizations and programs by October 2017.

4.0 SUPPORT FOR LEARNING AND PERSONAL ENRICHMENT, CONTINUED

4.3 CBCPL's programming and services will facilitate learning and support personal enrichment.

- 4.3.1 Staff will develop an annual programming plan in the fall that will facilitate this goal, with an emphasis on learning, enrichment, technology, reaching underserved populations, and collaboration.
- 4.3.2 Library programs will be regularly evaluated for effectiveness and interest, using surveys and statistics, beginning October 2016.
- 4.3.3 Staff will increase efforts to partner with local organizations in the provision of learning-related programming by December 2016.

Submitted by Councilor Beilstein
for 10-03-2016 Council Meeting

http://gozamos.com/2016/09/12-ways-you-can-support-the-dakota-pipeline-protestors-at-sacred-stone-camp/

Ilene Palacios

Since April, Native American activists and environmentalists have been protesting the Dakota Access Pipeline (DAPL), which would run nearly 1,172 miles and carry over half a million barrels of crude oil a day from the Bakken Oil Fields in North Dakota to refineries in Pataoka, Illinois. A part of this $3.8 billion pipeline is proposed to be built underneath the Missouri River, a water source for millions of people that is near the Standing Rock Sioux reservation in North Dakota. Just outside Cannon Ball, North Dakota is where a center of spiritual and cultural opposition to DAPL, Sacred Stone Camp, is located. The name of the spirit camp is a reference to "Sacred Rock," which is English translation of Iŋyaŋ Wakháŋagapi Othí, the original name of the area.

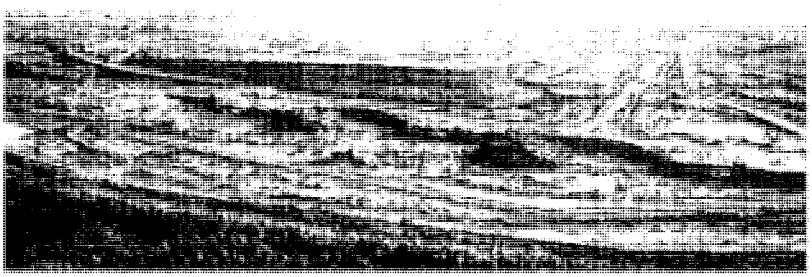
Though DAPL would run through treaty lands and potentially desecrate hundreds of archaeological sites that are significant for Native American populations, there was almost no consultation of tribal leadership by the company trying to building the pipeline, Energy Transfer, and the project was still approved by the U.S. Army Corp of Engineers. The threat to water and the larger environment is real. There have been over fifty oil pipeline accidents in the U.S. in the past two years alone, which led to spills, a few deaths, several injuries and destruction of water and wildlife, not to mention the release of toxic, flammable chemicals and carcinogens into the ground, air and water.

For seeking to protect their water, protestors at Sacred Stone Camp have endured intimidation and harassment by Energy Transfer's private security and police; dozens of arrests; violent attacks with dogs and pepper spray; removal of their water supply; and intentional destruction of burial sites, prayer sites and culturally significant artifacts—the last of which prompted North Dakota's Standing Rock Sioux to file a temporary restraining order that is currently halting DAPL construction in the area. It is not a reach to consider the actions of the Energy Transfer and the U.S. government as a continuation of genocidal practices against Native American people.

Canadian First Nations, U.S. tribes form alliance to stop oil pipelines

Agreement signed in Montreal, Vancouver on Thursday

Thomson Reuters Posted: Sep 22, 2016 2:46 PM ET Last Updated: Sep 22, 2016 11:58 PM ET



This Sept. 19, 2011 aerial photo shows an oilsands mine facility near Fort McMurray, Alta. (Jeff McIntosh/Canadian Press)

First Nations communities from Canada and the northern United States signed a treaty on Thursday to jointly fight proposals to build more pipelines to carry crude from Alberta's oil sands, saying further development would damage the environment.

The treaty, signed in Montreal and Vancouver, came as the politics around pipelines have become increasingly sensitive in North America, with the U.S. Justice Department intervening last week to delay construction of a contentious pipeline in North Dakota.

The Treaty Alliance Against Tar Sands Expansion was signed by 50 aboriginal groups in North America, who also plan to oppose tanker and rail projects in both countries, they said in a statement.

Targets include projects proposed by Kinder Morgan Inc, TransCanada Corp and Enbridge Inc.

While aboriginal groups have long opposed oil sands development, the treaty signals a more coordinated approach to fight proposals.

Among the treaty's signatories is the Standing Rock Sioux tribe who opposes the Dakota pipeline.

"What this treaty means is that from Quebec, we will work with allies in (British Columbia) to make sure that the Kinder Morgan pipeline does not pass," Kanesatake Grand Chief Serge Simon said in the statement.

"And we will also work with our tribal allies in Minnesota as they take on Enbridge's Line 3 expansion, and we know they'll help us do the same against Energy East," he said, referring to TransCanada's plan to carry 1.1 million barrels of crude per day from Alberta to Canada's East Coast.

The statement did not specify what actions the groups would take to stop development.

The Canadian Energy Pipeline Association, whose members include the targeted companies, said in a statement that the industry would listen to aboriginal concerns.

"The fact remains there is a critical need for pipelines in Canada," the association said, noting that they are the safest and most environmentally friendly way to move oil and gas.

Canada is assessing oil pipeline proposals as the country's energy-rich province Alberta reels from a crash in prices, partly due to insufficient means of moving oil to lucrative international markets.

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9/10/16

THE ASSOCIATED PRESS

JR American Horse, left, raises his fist with others while leading a march earlier this month to the Dakota Access Pipeline site in North Dakota. The federal government on Friday ordered work to stop on one segment of the project.

Feds stop work on pipeline

NEAR THE STANDING ROCK SIOUX RESERVATION, N.D. (AP) — The federal government stepped into the fight over the Dakota Access oil pipeline Friday, ordering work to stop on one segment of the project in North Dakota and asking the Texas-based company building it to "voluntarily pause" action on a wider span that an American Indian tribe says holds sacred artifacts.

The government's order came minutes after a judge rejected a request by the Standing Rock Sioux to halt construction of the $3.8 billion, four-state pipeline.

The tribe, whose cause has drawn thousands to join their protest, has challenged the Army Corps of Engineers' decision to grant permits for the pipeline at more than 200 water crossings. Tribal leaders allege that the project violates several federal laws and will harm water supplies. The tribe also says ancient sites have been disturbed during construction.

The tribe's chairman, Dave Archambault II, spoke at the state Capitol in front of several hundred people, some carrying signs that read "Respect Our Water" and "Water Is Sacred." He called the federal announcement "a beautiful start" and told reporters that the dispute is a long way from over.

"A public policy win is a lot stronger than a judicial win," he said. "Our message is heard."

A joint statement from the Army and the Departments of Justice and the Interior said construction bordering or under Lake Oahe would not go forward and asked the Texas-based pipeline builder, Energy Transfer Partners, to stop work 20 miles to the east and west of the lake while the government reconsiders "any of its previous decisions."

The statement also said the case "highlighted the need for a serious discussion" about nationwide reforms "with respect to considering tribes' views on these types of infrastructure projects."

Vicki Granado, a spokeswoman for the company, said it had no comment.

The president of the North Dakota Petroleum Council said he was disappointed with the government's decision to intervene and called it "flagrant overreach" that will result in more oil being moved by trucks and trains.

The 1,172-mile project will carry nearly a half-million barrels of crude oil daily from North Dakota's oil fields through South Dakota and Iowa to an existing pipeline in Patoka, Illinois.

In denying the tribe's request for a temporary injunction, U.S. District Judge James Boasberg in Washington said that the court "does not lightly countenance any depredation of lands that hold significance" to the tribe and that, given the federal government's history with the tribe, the court scrutinized the permitting process "with particular care."

Nonetheless, the judge wrote, the tribe "has not demonstrated that an injunction is warranted here."

TO: City Council for October 3, 2016

FROM: Paul Bilotta, Community Development Director

DATE: September 26, 2016

THROUGH: Mark W. Shepard, P.E., City Manager

SUBJECT: Airport Master Plan Comprehensive Plan Text Amendment (CPA15-3)

Action Requested:

Staff recommends Council conduct a public hearing to review the proposed Comprehensive Plan Amendments recommended by the Planning Commission to adopt the 2013 Airport Master Plan as a supporting document to the Comprehensive Plan. The proposal also includes minor revisions to Article 11, Chapters 11.15 and 11.16, to reflect the 2013 Plan and update the list of Advisory Boards that are relevant to Article 11. After the public hearing, the Council is asked to deliberate and decide whether to approve the request as recommended by the Planning Commission, modify and approve the request, or deny the request.

Discussion:

In 2011, the Public Works Department initiated a process to update the Airport Master Plan. The City hired consultants, Coffman Associates, and appointed a project advisory committee composed of City staff, Airport Commission (now Airport Advisory Board) members, County staff, adjacent property owners, and representatives from the Oregon Department of Aviation and the Federal Aviation Administration, to direct the update. Four public meetings were held, with one public workshop, over the course of Plan development. The timeline of previous review and approvals is as follows:

- On February 11, 2013, the City Council and Planning Commission held a joint meeting where City staff and the consultants briefed the Council and Commission on changes proposed in the 2013 Plan.

- On December 17, 2013, the 2103 Plan was finalized and brought to the Urban Services Committee where it was unanimously recommended the City Council approve the plan and incorporate it in to the Comprehensive Plan.

- On January 7, 2014, the City Council approved the 2013 Plan and initiated the Comprehensive Plan Text Amendment to incorporate it as a supporting document.

- On February 16, 2016, the Benton County Commissioners reviewed the 2013 Plan and determined it is not in conflict with the County's Comprehensive Plan nor Development Code.

- On September 21, 2016, the Planning Commission reviewed the Comprehensive Plan Amendment request and recommended approval.

Because the City Council has already evaluated the 2013 Airport Master Plan itself, this staff report will not provide extensive detail on the 2013 Plan. The purpose of the Comprehensive Plan Text Amendment is to review the 2013 Plan according to applicable criteria in relevant guiding documents. If the plan is found to be consistent with those criteria, it may be incorporated as a supporting document to the Comprehensive Plan which allows the 2013 Plan to be referred to when decision-makers are evaluating discretionary land use development proposals. Other considerations and recommendations made

regarding operations, capital improvement planning, budgeting, and other aspects of the 2013 Plan have been used to govern decisions at the airport since its approval by City Council in January 2014.

Land Development Code Chapter 2.1 – Comprehensive Plan Amendment Procedures, states the chapter applies to property within the City Limits, and that areas outside of City Limits and within the Urban Growth Boundary are subject to the Corvallis Urban Fringe Management Agreement (CUFMA) **(Attachment E of Exhibit CC-B)**. The CUFMA outlines the procedures for management of lands in the urban fringe, including calling for a joint meeting process and a procedure for resolving any conflicts between a proposal and either jurisdiction's governing policies, or between the City and County. The CUFMA also states that development or plans in the urban fringe are subject to applicable City and Benton County Comprehensive Plans and development codes, as well as applicable Statewide Planning Goals. In this case, the Benton County Commissioners have reviewed the 2013 Plan and determined the Plan is not in conflict with the County's Comprehensive Plan or Development Code. Additionally, at their February 16, 2016, meeting, the Commissioners decided it was not necessary for the County to participate further in the process to incorporate the 2013 Plan into the City's Comprehensive Plan **(Attachment F of Exhibit CC-B)**. After receiving this information from the County, City staff proceeded to draft the staff report for consideration by the Planning Commission and City Council.

On September 21, 2016, the Planning Commission reviewed the staff report prepared to evaluate the 2013 Airport Master Plan for consistency with the applicable Statewide Planning Goals and the City's applicable Comprehensive Plan policies. The September 21, 2016, staff report to the Planning Commission **(Exhibit CC-B)** concludes that the 2013 Plan is consistent with applicable Statewide Planning Goals and Comprehensive Plan policies, and provided a motion to the Commission for the Commission to recommend the City Council approve the Comprehensive Plan Text Amendment and incorporate the Plan as a supporting document. The Planning Commission deliberated at the same meeting, and voted unanimously to recommend the City Council approve CPA15-3 (**Exhibit CC-A)**.

Recommendation:

Staff recommends, that following the public hearing, Council deliberate and decide whether to approve the request as recommended, to make modifications and approve the request, or to deny CPA 15-3.

The September 21, 2106, staff report to the Planning Commission includes staff's analysis of the 2013 Airport Master Plan relative to applicable policies. In summary, staff concluded that the 2013 Plan is consistent with all applicable policies, and recommend approval of CPA15-3 to amend Article 11 of the Comprehensive Plan and incorporate the 2013 Airport Master Plan as a supporting document.

For the Council's reference, staff offers two motions for consideration; one to approve CPA15-3, and one to deny CPA15-3, as follows:

Motion to Approve

I move to tentatively approve CPA15-3 to amend Article 11 of the Comprehensive Plan, and to incorporate the 2013 Airport Master Plan as a supporting document to the Comprehensive Plan. This motion is based on findings presented in the September 21, 2016, staff report to the Planning Commission, the deliberations and recommendation of the Planning Commission at their September 21, 2016, meeting, and on findings and deliberations made during the October 3, 2016, City Council meeting, subject to adoption of formal findings at a subsequent City Council meeting.

Motion to Deny

I move to tentatively deny the proposed CPA15-3, based on findings presented by the City Council during its deliberations, and subject to the adoption of formal findings at a subsequent City Council meeting.

Budget Impact:

No budget impact.

VPB:prj
Attachments:
Exhibit CC-A: Planning Commission Disposition
Exhibit CC-B: September 21, 2016, Staff Report to Planning Commission, with Attachments.

Community Development
Planning Division
501 SW Madison Avenue
Corvallis, OR 97333

CORVALLIS PLANNING COMMISSION
NOTICE OF DISPOSITION

ORDER 2016-051

CASE: **2013 Airport Master Plan – (CPA15-00003)**

REQUEST: The Public Works Department seeks approval of a request to amend the Corvallis Comprehensive Plan to incorporate the 2013 Airport Master Plan as a supporting document to the Comprehensive Plan, and to amend specific references in Article 11 - Transportation, to reflect the 2013 Plan and update the list of advisory boards that are relevant to the findings and policies in Article 11.

APPLICANT/ OWNER: Public Works Department
City of Corvallis

LOCATION: The Comprehensive Plan Text Amendment references the 2013 Airport Master Plan, which governs planning, land use, operations, and capital improvements at the Corvallis Municipal Airport (CVO). CVO is located outside of City Limits and within the Urban Growth Boundary, on property owned by the City of Corvallis.

DECISION: The Planning Commission conducted a public hearing on September 21, 2016, deliberated and reached a decision on the request. The Planning Commission recommends the City Council approve the Comprehensive Plan Text Amendment as presented in the September 21, 2016, staff report and based on findings in the staff report and in their deliberations on the matter. The Planning Commission's findings in support of their recommendation are reflected in the September 21, 2016, meeting minutes.

September 23, 2016
Signed

Jasmin Woodside, Chair
Corvallis Planning Commission

Staff Report to Planning Commission

Planning Commission Hearing: September 21, 2016

Staff Contact: Sarah Johnson, Senior Planner

sarah.johnson@corvallisoregon.gov

541-766-6574

TOPIC:	Comprehensive Plan Amendment
CASE:	Corvallis Airport 2013 Master Plan (CPA15-3)
REQUEST:	Amendment to the text of the Corvallis Comprehensive Plan to incorporate the recently updated Airport Master Plan as a supporting document.
APPLICANT/OWNER:	City of Corvallis, Public Works Department 1245 NE 3rd Street Corvallis, OR 97333
SITE LOCATION:	The Corvallis Municipal Airport is accessed from SW Airport Avenue, approximately one mile south of the current City Limits. The airport property is located within the Urban Growth Boundary.
SITE AREA:	The Corvallis Municipal Airport occupies approximately 1,520 acres, which includes 220 acres of land within the Airport Industrial Park.
CORVALLIS COMPREHENSIVE PLAN DESIGNATIONS:	Public Institutional; General Industrial; Intensive Industrial; Mixed Use Employment
BENTON COUNTY ZONE DESIGNATIONS:	Public; Special Use; Urban Industrial; Airport Overlay Zone
PUBLIC COMMENT:	An advertisement was published in the Corvallis Gazette Times on September 9, 2016. As of the writing of this staff report, no public comment has been received.

ATTACHMENTS:

A – Corvallis Comprehensive Plan Map

B – Benton County Zoning Map

C – 2013 Airport Master Plan (attached by reference – electronic link here): http://archive.corvallisoregon.gov/0/doc/822794/Electronic.aspx

D – Proposed Comprehensive Plan Text Amendments

E – Corvallis Urban Fringe Management Agreement

F – Staff Report to Benton County Board of Commissioners, and Minutes of the February 16, 2016, Board of Commissioners Meeting

SITE AND VICINITY

The subject proposal pertains to all lands located within the boundary of the Corvallis Municipal Airport, **(Attachments A and B), which is located entirely outside the city limits of Corvallis, in the Urban Fringe**.

In November 1939, the citizens of Corvallis passed a bond issue to fund the development of a community airport. In 1940, the city purchased 491 acres for the development of an airport, at the present site of the airport. No significant work was done before the December 7, 1941 attack on Pearl Harbor and America's entry into WWII.

The U.S. Army took over the airport property and began construction in February 1942. The army airfield base was completed in May 1943. The U.S. Army Air Force operated the base for a year as first the Army Airbase - Lyndon Field and eventually Army Airbase - Corvallis, Oregon.

In May 1944, the Army left Corvallis Air Base and the U.S. Marine Corps took over. The Marines operated a transport squadron there until May of 1945 when the U.S. Navy took control of the base. The Navy operated the base until February of 1946 when the base was decommissioned. The Federal Government transferred the 1,597 acres of the base to the City of Corvallis for two dollars and two stipulations: the land could only be leased, not sold (or it reverted to the federal government), and any fissionable material found on the land was U.S. property.

The City of Corvallis has maintained the airport since then. The airport now encompasses 1,520 acres, of which 220 acres are designated as the Airport Industrial Park. The former Army wooden control tower was demolished in the 1950s along with the wooden water tower that was replaced with a metal water tower which was used until City water was provided in the 1980s. The water tower currently holds a cellular phone transmission system.

Corvallis Municipal Airport is owned and operated by the City of Corvallis. The airport falls under the responsibility of the Public Works Department, with an Airport Coordinator serving as the primary airport contact. The city does not have an individual manager on-site at the airport. Customer interactions and daily operations are instead handled by Corvallis Aero Service, the fixed base operator (FBO). Corvallis Aero Service is a full service FBO providing fuel, hangar rental, aircraft tie-down space, maintenance, annual inspections, catering services, pilots' lounge, courtesy car, aircraft charters, aircraft sales, flight training, and supplies. The city has created an Airport Advisory Board that advises the City Council on matters concerning the management and control of the airport and on the planning of the Airport Industrial Park. The Commission recommends rules, regulations, and policies; participates in planning and land use reviews; reviews land leases; and develops strategies for the long-term financial stability of the airport. The Commission is comprised of eight members, six of whom reside in the City of Corvallis and two who are employed in the City or reside in the Urban Growth Boundary, and one City Council representative.

APPLICANT'S PROPOSAL

The applicant requests a Comprehensive Plan Amendment to adopt the 2013 Airport Master Plan as a supporting document to the Corvallis Comprehensive Plan. The request also includes some minor revisions to Article 11 of the Comprehensive Plan in order to formally reference the 2013 Airport Master Plan as a supporting document, and to update the list of advisory boards that are relevant to findings and policies contained in Article 11 **(Attachment D)**.

PROCESS AND REPORT FORMAT

The Planning Commission is asked to review the proposed Comprehensive Plan Amendment and recommend approval or denial of the request by the City Council. The recommendations for approval of the Comprehensive Plan Amendment and consideration of adoption of the Master Plan will then be forwarded to the City Council for review and issuance of a final decision.

The staff report addresses applicable Oregon Statewide Planning Goals, including Goals 1, 2, 3, 5, 6, 7, 9, 11 and 12, and applicable criteria from the Corvallis Comprehensive Plan. An assessment of the proposed Comprehensive Plan Amendment against review criteria contained in Corvallis Land Development Code (LDC) Section 2.1.30.06 is not included, because the Corvallis Municipal Airport and all lands addressed by the 2013 Airport Master Plan are located within the Urban Fringe, outside the current City Limits. As dictated by LDC Section 2.1.10, Comprehensive Plan Amendments involving such properties must be reviewed consistent with the Corvallis Urban Fringe Management Agreement (CUFMA), which is a binding agreement between the City of Corvallis and Benton County, **(Attachment E)**.

The City of Corvallis and Benton County have reviewed the terms of the CUFMA. The parties have jointly determined it is not necessary for Benton County to participate in a

review of the proposed Comprehensive Plan Amendment, as the 2013 Airport Master Plan is consistent with the Benton County Code (BCC) standards regulating development in the Public (BCC Chapter 78), Urban Industrial (BCC Chapter 72), and Airport Overlay (BCC Chapter 86) zones, which apply to lands within the Corvallis Municipal Airport boundaries. Uses occurring at the airport are allowed within each of these zones, including the operation of "transportation terminals and warehouses" (BCC Chapter 72), and "airport and related facilities" (BCC Chapter 78). Additionally, it is acknowledged in the 2013 Airport Master Plan that operation and development of the Corvallis Municipal Airport must be consistent with the corresponding land use regulations imposed by Benton County. Lastly, although this Comprehensive Plan Amendment involves land within the Urban Fringe, neither the scope of the proposed amendment nor adoption of the 2013 Airport Master Plan have the effect of amending the Benton County Comprehensive Plan or the Benton County Code. The staff report and minutes from the February 16, 2016 meeting of the Benton County Board of Commissioners affirm this finding **(Attachment F)**.

I. CONSISTENCY WITH APPLICABLE STATEWIDE PLANNING GOALS

Goal 1: <u>Citizen Involvement</u> – To develop a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process.

<u>Findings of Fact:</u>

The decision makers should note the following facts:

1. To assist with developing the 2013 Airport Master Plan, a Planning Advisory Committee (PAC) was formed. This group was comprised of 18 people who represented a broad set of stakeholders, including: owners of property abutting the Airport, businesses operating at the Airport, the Corvallis Airport Commission (now the Airport Advisory Board), City of Corvallis staff, Benton County, the Oregon Department of Aviation, and the Federal Aviation Administration. Four public meetings were held with the PAC between October 4, 2011, and July 26, 2012. This included one public information workshop that provided opportunities for the community to learn about preliminary study findings and offer input.

2. The City's acknowledged land use regulations implement Goal 1 by providing for a citizen participation process for land use decisions such as the subject request. The City's Land Development Code requires Comprehensive Plan Amendments to be reviewed first through a public hearing process by the Planning Commission, after which the Planning Commission makes a recommendation to the City Council on the proposal, followed by a public hearing before the City Council, which then makes the final decision regarding the Comprehensive Plan Amendment. Both

reviews require public notice and public hearings with the opportunity for written and oral testimony.

Conclusion:

Staff recommend the decision makers conclude that, based on the public process used to develop the 2013 Airport Master Plan, and the process by which the plan is reviewed for a Comprehensive Plan Amendment as delineated in the Findings above, the proposal is consistent with Statewide Planning Goal 1.

Goal 2: Land Use Planning – To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to ensure an adequate factual base for such decisions and actions.

Findings of Fact:

The decision makers should note the following facts:

1. The City has an established land use planning process and a policy framework as a basis for the decision on this request. The policy framework is found in the City's acknowledged Comprehensive Plan, which includes policies and goals relevant to the decision on this request. An analysis of how the 2013 Airport Master Plan is consistent with this policy framework is presented below, as required for the requested Comprehensive Plan Amendment.

2. Amendments to the City's Comprehensive Plan become part of the policy framework that serves as the basis for decisions and actions related to the use of land. The proposal is to replace the existing 2001 Airport Master Plan with the 2013 Airport Master Plan, as a supporting document to the Comprehensive Plan.

3. Contained within the 2013 Airport Master Plan is a discussion of the data gathered as part of the master planning process, and an analysis of that data as a rationale for the recommendations within the Plan. To the extent that the data factually substantiate those recommendations, the data within the 2013 Airport Master Plan also support policies related to the use of the Corvallis Municipal Airport

4. Goal 2 requires coordination with affected governmental units. Those governmental units are the local jurisdictions, state and federal agencies, and special districts that have programs, land ownerships, or responsibilities within the area included in the plan. Coordination as that term is defined in ORS 197.015(5) requires the City to provide adequate notice of the application to affected governmental units to allow them a reasonable opportunity to comment on the application, consider their comments, and to include, to the extent reasonable, those comments in the decision.

5. In relation to this specific application, City staff have coordinated with the Oregon Department of Aviation and Federal Aviation Administration regarding operational planning for the Corvallis Municipal Airport over the 20-year horizon of the 2013 Airport Master Plan. Direction from these agencies has been intentionally incorporated with the 2013 Airport Master Plan.

6. On August 10, 2015, City staff provided a Notice of Proposed Comprehensive Plan Amendment for the application to the Oregon Department of Land Conservation and Development (DLCD), as required by ORS197.610 and by OAR 660-018-000. No comments from DLCD staff have been received as of the writing of this report.

7. As noted above, other affected governmental units were included in the 2013 Airport Master Plan update. Stakeholder meetings included representatives from: the Benton County Board of Commissioners and the Benton County Planning Department; the Corvallis City Council, the Corvallis Airport Commission (now Airport Advisory Board), the City of Corvallis Planning Division, and the City of Corvallis Public Works Department. Comments from these entities were incorporated into the 2013 Airport Master Plan, where appropriate.

8. Consistent with the Corvallis Urban Fringe Management Agreement, the City of Corvallis and Benton County coordinate to review development activities occurring within the Urban Fringe, **(Attachment E)**. Although the 2013 Airport Master Plan provides direction on the operational and land use planning within the boundaries of the Corvallis Municipal Airport, it is subject to zoning designations imposed and regulated by Benton County. All development occurring at the Airport is subject to review and coordination with Benton County, pursuant to the applicable provisions from the Benton County Code. Nevertheless, the City of Corvallis is able to make recommendations to Benton County on development proposals, and implementing programs and projects which pertain to the Urban Fringe, for which the County has authority, including development related to the Airport Master Plan.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the proposed Comprehensive Plan Amendments, and the process used for evaluation of the proposal, are consistent with Statewide Planning Goal 2.

Goal 3: Agricultural Land – To preserve and maintain agricultural lands.

Findings of Fact:

The decision makers should note the following facts:

1. As noted above, land use designations applied to the Corvallis Municipal Airport by the City of Corvallis and Benton County are not specifically focused on

preservation and maintenance of agricultural lands. However, agricultural practices are permitted in the underlying Benton County zones.

2. Multiple parcels located within the Airport Overlay Zone implemented by Benton County are zoned Exclusive Farm Use; which is specifically intended to "preserve and protect lands for continued and future commercial agricultural production and related uses..."

3. Initiation or continuation of agricultural practices within the boundaries of the Corvallis Municipal Airport is permitted, so long as those activities do not conflict with airport operations, including the safe arrival, departure, and on-ground maneuvering of aircraft and related support vehicles.

4. As documented by the 2013 Airport Master Plan, undeveloped portions of the Corvallis Municipal Airport contain soils that are classified as "prime farmland" and "farmland of statewide importance" by the U.S. Department of Agriculture. Development of these areas for one or more purposes outlined in the 2013 Airport Master Plan will require compliance with the federal Farmland Protection Policy Act through completion of a Farmland Conversion Impact Rating assessment.

5. Properties located outside of the boundaries of the Corvallis Municipal Airport but within the Airport Overlay Zone implemented by Benton County can be utilized for agricultural practices, provided such practices are consistent with the applicable zoning designation and provisions of the Airport Overlay Zone.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the proposal is consistent with Statewide Planning Goal 3, above.

Goal 5: Natural Resources, Scenic and Historic Area, and Open Spaces – To protect natural resources and conserve scenic and historic areas and open spaces.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan includes an inventory of environmental resources that could be impacted by operation and expansion of the Corvallis Municipal Airport. Elements such as fish and wildlife habitat; wetlands; cultural, historic, and scenic resources were considered. This review is required by several federal laws due to funding received from the Federal Aviation Administration that supports operations at the Corvallis Municipal Airport.

2. As noted in the 2013 Airport Master Plan, the Corvallis Local Wetland Inventory Map shows the presence of wetlands within the Corvallis Municipal Airport boundaries. Even though the wetlands are not designated as "Locally Significant", it will be necessary to obtain permits from the Army Corps of Engineers and Oregon Department of State Lands prior to the removal or placement of fill within these wetlands.

3. As noted in the 2013 Airport Master Plan, minor tributaries of the Bonneville Slough and Muddy Creek originate or flow through the Corvallis Municipal Airport properties. While these tributaries are not locally protected by the City of Corvallis Land Development Code, they are subject to regulation under the federal Clean Water Act. As a result, compliance with relevant state and federal permitting requirements will be required with respect to ongoing operations and planned expansions of the airport.

4. An assessment of the potential for impacts to fish and wildlife habitat is included with the 2013 Airport Master Plan. Required compliance with federal laws including the Endangered Species Act, the Migratory Bird Treaty Act, and the Fish and Wildlife Coordination Act is identified as a component of operating and expanding the airport. Eleven federally-listed endangered or threatened species known to be present within Benton County are identified in the assessment. Additionally, seven species under consideration through the Benton County's Species Habitat Conservation Plan were also identified. Only one of these, the Streaked Horned Lark, is known to occur within the boundaries of the Corvallis Municipal Airport properties.

5. Current operations and planned expansions of the Corvallis Municipal Airport must comply with state and federal laws regulating the identification and protection of historic and cultural resources. A review of historic resources inventoried by the National Register of Historic Places and the Oregon Historic Sites Database concluded that no known resources are present within the boundaries of the Corvallis Municipal Airport. Regardless, as the airport expands, compliance with relevant state and federal laws will be required to ensure unknown resources are properly identified and protected.

6. Land use proposals that are determined to have potential impacts on natural resources, scenic areas, or historically important features are provided to the relevant agencies (i.e., Department of State Lands, Department of Environmental Quality, State Historic Preservation Office, etc.) as part of Benton County's land use review process. Feedback from those agencies is incorporated into land use decisions, where appropriate.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the 2013 Airport Master Plan supports the protection of natural resources, scenic and historic areas, and open spaces, consistent with Statewide Planning Goal 5.

Goal 6: Air, Water, and Land Resources Quality – To maintain and improve the quality of the air, water and land resources of the state.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan includes an inventory of environmental resources that could be impacted by operation and expansion of the Corvallis Municipal Airport. Elements such as air and water quality, and the handling of hazardous materials and wastes were considered. This review is required by several federal laws due to funding received from the Federal Aviation Administration that supports operations at the Corvallis Municipal Airport.

2. Through this inventory, it is noted that Benton County is currently in attainment status for all six criteria air pollutants monitored by the U.S. Environmental Protection Agency as part of the National Ambient Air Quality Standards (NAAQS). In addition to these standards, operations at the Corvallis Municipal Airport must also comply with state and local air quality regulations, as required by the Federal Aviation Administration.

3. The Corvallis Municipal Airport is currently served by public water, sanitary sewer, and stormwater lines. Airport operations and planned facility expansions will rely on these facilities. The City of Corvallis currently has a National Pollutant Discharge Elimination System (NPDES) permit to discharge stormwater from the airport property. Water quality tests are conducted four times per year and monthly visual inspections are made to confirm compliance with state and federal water quality standards.

4. As detailed in the 2013 Airport Master Plan, several areas within the Corvallis Municipal Airport have been impacted by hazardous waste. Corrective action has been taken to treat and reclaim contaminated soils and groundwater consistent with state and federal regulations. Compliance with these regulations is required as part of continued operations and planned expansions of the airport.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the proposal is consistent with Statewide Planning Goal 6.

Goal 7: Areas Subject to Natural Hazards – To protect people and property from natural hazards.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan includes consideration of natural hazards that could adversely impact operations of the Corvallis Municipal Airport. Specifically noted is a portion of the 100-year floodplain associated with Muddy Creek, which crosses through the southern portion of the airport properties. This floodplain area and a smaller area associated with a tributary of the Bonneville Slough are designated as "Highly Protected" on the Corvallis Natural Hazards Map. Compliance with development regulations implemented locally by the City of Corvallis and Benton County in response to requirements of the National Flood Insurance Program will be required as part of ongoing operations and planned expansions of the airport.

Conclusion:

Based on the facts noted above, Staff recommends the decision makers conclude that the proposed Comprehensive Plan Amendment is consistent with Statewide Planning Goal 7.

Goal 9: Economic Development – To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan identifies operational and land development capabilities that support the economic vitality of the community. For example, existing aeronautical services provided by the Corvallis Municipal Airport facilitate business travel, cargo transport, emergency medical transport, flight training, recreation, and leisure travel.

2. The scope of facility improvements and property acquisition recommended for the Corvallis Municipal Airport over the 20-year horizon of the 2013 Airport Master Plan is tied to projected demand during the near term (i.e., 2011-2016), intermediate term (i.e., 2017-2022), and long term (i.e., 2023-2032) given expected increases in the volume and types of aircraft that could utilize the airport. Identified improvements will sustain existing service levels for classifications of aircraft that

currently utilize the airport as well as enable service of larger, business-class aircraft.

3. In addition to providing timely cargo and emergency medical services for Corvallis and Benton County, the Corvallis Municipal Airport offers advantageous economic growth opportunities by facilitating efficient business travel for key regional employers.

4. The Airport Industrial Park is intended to support airport functions and economic development goals of the City of Corvallis and Benton County, as discussed in Chapters 1 and 6 of the 2013 Airport Master Plan.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the proposal is consistent with Statewide Planning Goal 9.

Goal 11: Public Facilities and Services – To develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan identifies and describes public facility improvements recommended for maintaining acceptable levels of service over the 20-year planning horizon.

2. Based on the set of recommended improvements, the proposed Comprehensive Plan Amendment will not preclude extension of infrastructure to adjacent properties, if and when the need for such facilities arises.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the proposal is consistent with Statewide Planning Goal 11.

Goal 12: Transportation – To plan, provide and encourage a safe, convenient, and economic transportation system.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan identifies operational capabilities of the Corvallis Municipal Airport that help provide a safe, convenient, and economic transportation system.

2. The scope of facility improvements and property acquisition recommended for the Corvallis Municipal Airport over the 20-year horizon of the 2013 Airport Master Plan is tied to projected demand during the near term (i.e., 2013 -2017), intermediate term (i.e., 2018-2022), and long term (i.e., 2023-2032) given expected increases in the volume and types of aircraft that could utilize the airport. Identified improvements will sustain existing service levels for classifications of aircraft that currently utilize the airport, as well as enable service of larger, business-class aircraft.

3. Sustaining the operational capabilities of the Corvallis Municipal Airport over the 20-year planning horizon will support transportation systems at the local, state, and national levels, as expected through its designation as a general aviation airport in the National Plan of Integrated Airport Systems.

4. The Venell Farms Railroad Company railroad line is located just east of the Corvallis Municipal Airport. The 2013 Airport Master Plan identifies rail transportation as an important economic development asset and accessory use to airside and industrial park operations, and concludes that maintenance of rail access to the Airport is important for retaining long-term operational capability. As discussed in the Master Plan, state funding for improvements to a railroad spur that extends into the Corvallis Municipal Airport was sought by the City through the ConnectOregon IV program, but the project was not selected from among the 65 submitted applications. The City acknowledges the importance of retaining rail access to the airport as a means of diversifying shipping options, encouraging economic development, and attracting new development to the Airport Industrial Park. Continued effort to rehabilitate the existing rail spur is consistent with the overall operational capabilities of the airport.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the proposed Comprehensive Plan Amendment is consistent with Statewide Planning Goal 12.

OVERALL CONCLUSION ON COMPLIANCE WITH APPLICABLE STATEWIDE PLANNING GOALS

Based on the discussion, findings, and conclusions above, staff recommend the decision makers conclude that the proposed Comprehensive Plan Amendment is consistent with applicable Statewide Planning Goals identified above.

II. CONSISTENCY WITH APPLICABLE COMPREHENSIVE PLAN POLICIES

Article 1 – Introduction and General Policies

1.2.3 Amendments to the Comprehensive Plan can only be approved where the following findings are made:

A. There is a demonstrated need for the change;
B. The advantages to the community resulting from the change shall outweigh the disadvantages.
C. The change proposed is a desirable means of meeting the public need.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan has been prepared as an update to the 2001 Airport Master Plan, to provide guidance for future development of the airport and ensure it meets the needs of existing and future users. The Airport Master Plan has been closely coordinated with other existing and on-going planning studies in the area, and with the aviation plans developed by the Federal Aviation Administration and the Oregon Department of Aviation. Findings presented in the Airport Master Plan are based on factors that are likely to affect air transportation demand in the Corvallis area over the next 20 years, and establish new operational and basing forecasts for that period. In response, the Airport Master Plan recommends improvements intended to enhance the airport's ability to satisfy future aviation needs, including: runway extension and/or realignments, increases in runway and taxiway weight-bearing capacity, and navigational approach upgrades. Such improvements are prioritized based on projected operational demands, and available funding sources have been identified when possible. Finally, the Airport Master Plan addresses both aviation and non-aviation related land uses on airport property in the context of the existing regulatory framework, which is largely dictated by Benton County zoning.

2. Adoption of the 2013 Airport Master Plan as a supporting document to the Corvallis Comprehensive Plan will allow for consideration of the planning objectives and findings it presents as part of land use decisions that fall under the City of Corvallis' jurisdiction. Factors presented in the 2013 Airport Master Plan cannot be

considered applicable review criteria by the City of Corvallis when reviewing formal land use applications unless it is adopted as part of the Comprehensive Plan.

3. Formal incorporation of the 2013 Airport Master Plan in the Corvallis Comprehensive Plan supports and enhances the cohesive approach to land use planning utilized by the City and Benton County within the Urban Fringe. The improvement recommendations it presents account for the City's long-term economic and land use goals for the Airport and the Airport Industrial park, but are also based on the applicable land use regulations from the Benton County Code.

4. Failing to adopt the 2013 Airport Master Plan as a supplemental document to the Corvallis Comprehensive Plan would diminish its relevance with respect to future land use planning and development decisions that may be made by the City or Benton County.

5. Given the findings presented above, adopting the 2013 Airport Master Plan as a supporting document to the Comprehensive Plan is a desirable means for ensuring regulatory contiguity between the City's and Benton County's land use planning framework.

Conclusion:

Based on the Findings of Fact presented above, staff recommend the decision makers conclude that the incorporation of the 2013 Airport Master Plan into the Comprehensive Plan responds to a public need, that the advantages of the Amendment outweigh the disadvantages, and that the Amendment is a desirable means of meeting the public need, consistent with Policy 1.2.3, above.

Article 2 – Citizen Involvement

2.2.9 The City shall seek participation from citizens within the entire Urban Growth Boundary in all land use planning.

Findings of Fact:

The decision makers should note the following facts:

1. Steps taken by the City of Corvallis to involve citizens in the preparation of the 2013 Airport Master Plan are described above in response to Statewide Planning Goal 2.

Conclusion:

Based on the facts noted above, staff recommend the decision makers conclude that the proposed Comprehensive Plan Amendment is consistent with Policy 2.2.9.

Article 3 – Land Use Guidelines

3.2.1 The desired land use pattern within the Corvallis Urban Growth Boundary will emphasize:

A. Preservation of significant open space and natural features;
B. Efficient use of land;
C. Efficient use of energy and other resources;
D. Compact urban form;
E. Efficient provision of transportation and other public services; and
F. Neighborhoods with a mix of uses, diversity of housing types, pedestrian scale, a defined center, and shared public areas.

3.2.7 All special developments, lot development options, intensifications, changes or modifications of nonconforming uses, Comprehensive Plan changes, and district changes shall be reviewed to assure compatibility with less intensive uses and potential uses on surrounding lands. Impacts of the following factors shall be considered:

A. Basic site design (i.e., the organization of uses on a site and its relationship to neighboring properties);
B. Visual elements (i.e., scale, structural design and form, materials, etc.);
C. Noise attenuation;
D. Odors and emissions;
E. Lighting;
F. Signage;
G. Landscaping for buffering and screening;
H. Transportation facilities; and
I. Traffic and off-site parking impacts.

Findings of Fact:

The decision makers should note the following facts:

1. The 2013 Airport Master Plan is intended to guide operations and development of the Corvallis Municipal Airport.

2. The recommended improvements and land acquisitions account for natural resources and natural hazards within and adjacent to the boundaries of the Corvallis Municipal Airport, promote efficient development and use of energy through demand-based expansion of airport facilities, and provide efficient aeronautical transportation options for Corvallis and the surrounding region.

3. Chapter 5 of the 2013 Airport Master Plan presents specific procedures for development occurring within and adjacent to the Corvallis Municipal Airport boundaries. Factors considered through establishing those procedures include the optimal placement of new aircraft hangars, the need for safe automobile circulation and parking, the re-purposing of existing airport structures, and establishment of new uses that may enhance the operational capacity of the airport. The specific development procedures include, as may be relevant, compliance with standards implemented by Benton County through the Airport Overlay Zone, compliance with the Airport Industrial Park Master Plan, and compliance with limitations on the types of "air-side" and "land-side" uses that may occur consistent with Federal Aviation Administration regulations. In general terms, the regulatory requirements outlined in Chapter 5 ensure that development occurring within and adjacent to the Corvallis Municipal Airport will be compatible with its designation as a general aviation airport in the National Plan of Integrated Airport Systems.

4. Airport properties contain a mix of the Benton County Urban Industrial, Airport Industrial Park (Special Use), and Public zones. Surrounding properties are zoned a mix of Urban Industrial, Flexible Industrial, and Exclusive Farm Use. Benton County Code (BCC) governs development at the Corvallis Municipal Airport and the Airport Industrial Park, and uses permitted through BCC are found to be compatible with surrounding zoning and uses. All development of Air-side and Land-side properties is required to comply with applicable Benton County zoning and development standards.

Conclusion:

Based on the facts noted above, staff recommend decision makers conclude that adoption of the 2013 Airport Master Plan as a supporting document to the Comprehensive Plan is consistent with Policies in Article 3 of the Comprehensive Plan.

Article 4 – Natural Features, Land, and Water Resources

4.2.1 Significant natural features within the Urban Growth Boundary shall be identified and inventoried by the City or through the development process. These shall include:

A. Seasonal and perennial streams and other natural drainageways, wetlands, and flood plains;

B. Lands abutting the Willamette and Marys Rivers;

C. Land with significant native vegetation as defined in the Oregon Natural Heritage Plan (1998), which may include certain woodlands, grasslands, wetlands, riparian vegetation, and plant species;

D. Ecologically and scientifically significant natural areas;

E. Significant hillsides;

F. Outstanding scenic views and sites; and

G. Lands that provide community identity and act as gateways and buffers.

4.2.2 Natural features and areas determined to be significant shall be preserved, or have their losses mitigated, and/or reclaimed. The City may use conditions placed upon development of such lands, private nonprofit efforts, and City, State, and Federal government programs to achieve this objective.

4.3.1 The City should work with landowners and Benton and Linn Counties and their soil and conservation districts to develop and implement strategies to preserve high quality agricultural and forest lands near the City and outside the City's Urban Growth Boundary.

4.7.1 Developments shall not be planned or located in known areas of natural hazards without appropriate safeguards.

4.7.2 Benton County, Linn County, and the City of Corvallis shall identify and work to correct health and safety hazards within the Urban Growth Boundary.

4.8.1 Development in the floodway fringe shall be controlled by local regulations in order to minimize potential damage (on-site, upstream, and downstream) to life and property; to allow for transport of flood waters; and to protect the economic, environmental, and open space qualities of the land and adjacent water bodies.

4.8.2 Land designated as 100-year floodplain shall be treated as follows:

A. Development of new buildings on undeveloped lands (where such development does not fall within the definition of infill contained in Article 50) shall be prohibited in the 100-year floodplain of Corvallis streams, with the exception of the Willamette River, the Marys River, and the Millrace. If pre-existing parcels are entirely within the 100-year floodplain or if this policy renders an otherwise buildable parcel unbuildable, exceptions may be considered to allow limited development. (FP-2)

B. Streets, alleys, driveways, and parking lots on undeveloped lands, with the exception of the Willamette River, the Marys River, and the Millrace, should be located outside the 100-year floodplain and wetlands unless it can be demonstrated that they are constructed in a manner that does not restrict or otherwise alter proper floodplain functions, will cause no harm to the properly functioning condition of the stream, and that no other reasonable option is available. (FP-3)

C. Infill and redevelopment in the 100-year floodplain of Corvallis streams, with the exception of the Willamette River, the Marys River, and the Millrace, shall maintain or improve stormwater functions and floodplain functions existing prior to the proposed infill or redevelopment, using techniques such as flow-through designs, more pervious surface area, and reduced building footprints. Development standards shall be created to allow additions to existing structures consistent with those structures' design, provided the additions fall below the threshold of "substantial improvement" contained in the Land

Development Code and are constructed consistent with FEMA standards. (FP-4)

D. Area-specific development standards for the 100-year floodplain of the Marys River, the Willamette Rivers, and the Millrace shall be instituted to maintain stormwater functions, be proportional to the impact of the development on the receiving water bodies, and minimize impacts to other properties.

E. New City infrastructure, including streets and sanitary sewers, should be located outside the 100-year floodplain and wetlands unless it can be demonstrated that they will cause no harm to the properly functioning condition of the stream and that no other reasonable option is available. (FP-8)

4.9.1 Significant watercourses, lakes, and wetlands shall be preserved, or have their losses mitigated, in order to: maintain clean water, support natural vegetation, protect the aquatic habitat, retain existing significant public vistas, and provide wildlife habitat and recreation sites. Site-specific buffering and setback requirements may be required, as necessary, to achieve protection.

4.10.1 Development within the Urban Growth Boundary shall conform to the Corvallis Drainage Master Plan which includes the site-specific provisions included in the 1996 South Corvallis Drainage Master Plan and subsequent updates of these Plans.

4.10.2 Significant riparian lands within the Urban Growth Boundary shall be identified and inventoried by the City or through the development process, and the City shall work to preserve and enhance native stream corridor vegetation on both public and private lands. (QL-6)}

4.10.7 To minimize the negative impacts of development, stormwater runoff after development should be managed to produce no significant reduction of water quality than prior to development unless more appropriate provisions are identified in adopted comprehensive storm water management plans.

4.11.1 Consistent with State and Federal policy, the City adopts the goal of no net loss of significant wetlands in terms of both acreage and function. The City shall comply with at least the minimum protection requirements of applicable State and Federal wetland laws as interpreted by the State and Federal agencies charged with enforcing these laws.

4.11.5 Local wetland inventories, initiated by the City, completed consistently with State guidelines, and approved by the State shall also represent City-approved inventories that meet Statewide Planning Goal 5 inventory requirements.

4.11.8 City wetland management plans for significant wetlands, as defined by the State through the Statewide Planning Goal 5 process or by a formally adopted plan, shall require protection of these lands consistent with State provisions.

4.13.1 Significant natural plant communities and significant habitats for fish and wildlife within the Urban Growth Boundary shall be identified and inventoried by the City or through the development process.

Findings of Fact:

1. The City of Corvallis adopted a comprehensive Natural Features Inventory project, and provisions for protections of Natural Resources and Natural Hazards in its 2006 Land Development Code, as amended. The Natural Features protections in the LDC are intended to implement the Policies in Article 4, above.

2. Benton County governs development and protections in Natural Features areas in the Urban Fringe through the Natural Features Overlay (2005), in coordination with the City through the Corvallis Urban Fringe Management Agreement. These provisions are consistent with the policies in Article 4.

3. With the exception of "Highly Protected 100-Year Floodplain", none of the natural resources or natural hazards that were identified through the Natural Features Inventory project and subsequently selected for protection through the LDC are located within the Corvallis Municipal Airport properties.

4. As noted above in response to Statewide Planning Goal 5, the presence of habitat for state or federally listed endangered or threatened species has been inventoried within the Corvallis Municipal Airport boundaries, as have the habitats described through the Benton County Species Habitat Conservation Plan. The only associated habitat known to occur within the Airport boundaries is that of the Streaked Horned Lark.

5. Facilities improvements recommended through the 2013 Airport Master Plan do not impact portions of the Corvallis Municipal Airport that contain Highly Protected 100-Year Floodplain.

6. Compliance with state and federal regulations pertaining to the removal or fill of wetlands that are not locally protected will be required as part of constructing some improvements recommended through the 2013 Airport Master Plan. The review of any potential wetland impacts will be coordinated with Benton County, the Oregon Department of State Lands, the Oregon Department of Fish and Wildlife, the Oregon Department of Environmental Quality, the U.S. Army Corps of Engineers, and the U.S. Fish and Wildlife Service. Wetland impacts will be mitigated as deemed necessary through the regulatory permitting process.

7. As permitted in the corresponding land use zones implemented and regulated by Benton County, agricultural practices may occur within the boundaries of the Corvallis Municipal Airport consistent with the operational and safety standards identified in the 2013 Airport Master Plan. The continuation or initiation of agricultural practices on lands outside the boundaries of the Corvallis Municipal Airport but with the Airport Overlay Zone is also permitted subject to standards imposed by Benton County.

8. Quarterly monitoring of stormwater run-off generated within the boundaries of the Corvallis Municipal Airport will continue as part of recommended operational and facility improvements identified in the 2013 Airport Master Plan. The City of Corvallis will be able to implement any additional water quality measures deemed necessary to comply with state and federal water quality standards specified through the National Pollutant Discharge Elimination System and Clean Water Act.

Conclusion:

Based on the facts noted above, staff recommend decision makers conclude that adoption of the 2013 Airport Master Plan as a supporting document to the Comprehensive Plan is consistent with Policies in Article 4 of the Comprehensive Plan.

Article 7 – Environmental Quality

7.2.1 The City of Corvallis shall continue to comply with or exceed all applicable environmental standards and shall cooperate with State and Federal regulatory agencies in the identification and abatement of local environmental quality problems, including air, water, and noise pollution on an individual and cumulative basis, as per State and Federal regulations.

7.2.6 The City will encourage new development to be sensitive to the environment by having the development avoid significant negative impacts on:

A. Air and water quality;

B. Noise or light pollution; and

C. The hazards related to some types of waste materials.

7.3.1 All development within the Corvallis Urban Growth Boundary shall comply with applicable State and Federal air quality standards.

7.3.4 The transportation element of the Comprehensive Plan shall guide Corvallis' future efforts towards maintaining air quality standards for transportation-related matters.

7.4.1 New development shall comply with applicable State and Federal noise emission standards and the City shall encourage State and Federal agencies to continue a vigorous implementation of these provisions.

7.4.5 The City shall continue to assure that the land uses surrounding the airport are of compatible types and consistent with the Airport Master Plan. (See Section 11.9 - Air.)

7.5.1 All development within the Corvallis Urban Growth Boundary shall comply with applicable State and Federal water quality standards.

7.5.2 The City shall continue cooperation with Federal, State, and regional agencies involved with the management and quality of Corvallis' water resources.

7.6.4 The City shall ensure that special precautions or limitations are taken for the storage of hazardous substances, particularly in the 100-year flood plain.

Findings of Fact:

1. The 2013 Airport Master Plan includes an inventory of environmental resources that could be impacted by operation and expansion of the Corvallis Municipal Airport. Elements such as air and water quality, and the handling of hazardous materials and wastes were considered. This review is required by several federal laws due to funding received from the Federal Aviation Administration that supports operations at the Corvallis Municipal Airport.

2. Through this environmental resources inventory, it is noted that Benton County is currently in attainment status for all six criteria air pollutants monitored by the U.S. Environmental Protection Agency as part of the National Ambient Air Quality Standards (NAAQS). In addition to these standards, operations at the Corvallis Municipal Airport must also comply with state and local air quality regulations, as required by the Federal Aviation Administration.

3. The Corvallis Municipal Airport is currently served by public water, sanitary sewer, and stormwater sewer lines. Airport operations and planned facility expansions will rely on these facilities. The City of Corvallis currently has a National Pollutant Discharge Elimination System permit to discharge stormwater from the airport property. Water quality tests are conducted four times per year, along with monthly visual inspections, to confirm compliance with state and federal water quality standards.

4. As detailed in the 2013 Airport Master Plan, several areas within the Corvallis Municipal Airport have been impacted by hazardous waste. Corrective action has been taken to treat and reclaim contaminated soils and groundwater consistent with state and federal regulations. Compliance with these regulations is required as part of continued operations and planned expansions of the airport.

5. Facilities improvements recommended through the 2013 Airport Master Plan do not impact portions of the Corvallis Municipal Airport that contain Highly Protected 100-Year Floodplain.

6. Potential impacts from noise and light sources related to operation of the Corvallis Municipal Airport are accounted for through the 2013 Airport Master Plan. Uses allowed within the boundaries of the airport and adjacent Airport Industrial Park are deemed compatible with operational requirements stipulated by the Federal Aviation Administration. As required through provisions of the Airport Overlay Zone implemented by Benton County, uses allowed within the Zone must be

accompanied by a legally binding covenant that acknowledges the potential for noise impacts generated by operations at the Corvallis Municipal Airport.

Conclusions:

Staff recommend that the decision makers conclude that, based on the findings noted above, the 2013 Airport Master Plan is consistent with the applicable policies in Article 7 of the Comprehensive Plan.

Article 8 – Economy

8.2.1 The City and County shall support diversity in type, scale, and location of professional, industrial, and commercial activities to maintain a low unemployment rate and to promote diversification of the local economy.

8.9.8 The City shall encourage the development or expansion of industries in the vicinity of the Corvallis Municipal Airport, provided that such industries meet the requirements of the Airport Industrial Park Master Plan.

Findings of Fact:

1. The Corvallis Municipal Airport accommodates multiple aeronautical service categories including business travel, cargo transport, emergency medical transport, flight training, recreation, and leisure travel. Flights arriving and departing from the airport are expected to increase at an average rate of 1.14 percent annually over the planning horizon of the 2013 Airport Master Plan. This includes aircraft that are based at the Corvallis Municipal Airport as well as those flights originating from elsewhere. Although the 2013 Airport Master Plan does not quantify economic and employment growth associated with an increase of airport operations, data collected on the type of flights originating or terminating at the airport indicate that roughly 52 percent are associated with itinerate (i.e., on-demand) services associated with business travel, cargo transport, and emergency medical transport.

2. The Corvallis Airport boundaries also include the Airport Industrial Park. A variety of commercial and industrial uses are currently operating or permitted in the Industrial Park, with a requirement that the property is leased to the business owner, and the revenue generated by development at the Industrial Park support the Airport.

3. As discussed in the 2013 Airport Master Plan, operational and facilities improvements recommended for the Corvallis Municipal Airport will not conflict with opportunities to further develop properties within the Airport Industrial Park.

Conclusions:

Staff recommend that the decision makers conclude that, based on the findings noted above, the 2013 Airport Master Plan is consistent with the applicable policies in Article 8 of the Comprehensive Plan.

Article 10 – Public Utilities, Facilities, and Services

10.2.1 The City shall prepare, adopt, and periodically update a long-term Capital Improvement Plan for the entire planning period. This Plan shall meet the State public facility plan requirements.

10.2.6 The type, location, and phasing of public facilities and utilities shall be based on actual needs, desired levels of service, cost-effectiveness, and/or property owner willingness to pay for infrastructure.

10.2.9 All developments shall comply with adopted utility and facility master plans and the Capital Improvement Plan.

Findings of Fact:

1. The 2013 Airport Master Plan identifies and describes public facility improvements recommended for maintaining acceptable levels of service over the 20-year planning horizon.

2. The scope of facility improvements and property acquisition recommended for the Corvallis Municipal Airport over the 20-year horizon of the 2013 Airport Master Plan is tied to projected demand during the near term (i.e., 2013-2017), intermediate term (i.e., 2018-2022), and long term (i.e., 2023-2032) given expected increases in the volume and types of aircraft that could utilize the airport. Identified improvements will sustain existing service levels for classifications of aircraft that currently utilize the airport as well as enable service of larger, business-class aircraft.

3. To the extent that public utilities and infrastructure may need to be extended or expanded in order to accommodate recommended facilities expansions at the Corvallis Municipal Airport, such extensions are allowed consistent with provisions in the Land Development Code.

4. Chapter 6 of the 2013 Airport Master Plan presents a Capital Improvement Plan specifically for the Corvallis Municipal Airport.

Conclusions:

Based on the facts and analysis above, staff recommend the decision makers conclude that the 2013 Airport Master Plan is consistent with the applicable Comprehensive Plan Policies in Article 10.

Article 11 - Transportation

11.2.1 The transportation system shall be planned and developed in a manner which contributes to community livability, recognizes and respects the characteristics of natural features, and minimizes the negative effects on abutting land uses.

11.2.2 The transportation system shall be managed to reduce existing traffic congestion and facilitate the safe, efficient movement of people and commodities within the community.

11.2.6 The City shall maintain a long-range transportation plan that will be periodically reviewed and updated.

11.2.7 The City shall establish a Capital Improvement Program for the transportation system which:

A. Is subject to annual review;

B. Is consistent with the land use policies of the Comprehensive Plan and considers other facility plans;

C. Defines the locations of rights-of-way necessary for the creation of a community-wide transportation system;

D. Establishes a priority for improvements to the system;

E. Provides for the needs of all modes of transportation within the rights-of-way; and

F. Considers the economic impacts upon properties resulting from transportation improvements.

11.9.1 The City should further develop facilities and services at the Corvallis airport. The City shall continue efforts to secure permanent, scheduled air-taxi service.

11.9.2 The City shall work to ensure that land uses surrounding the airport both in and outside of the City and Urban Growth Boundary are developed in a fashion that maintains the City's ability to enable the airport to function as an important element of the transportation system.

11.9.3 Expansions of the Urban Growth Boundary and other land use actions affecting property around the Corvallis airport shall fully protect airport functions, viability, and expansion potential.

11.9.4 Future airport development shall be in accordance with the Corvallis Airport Master Plan.

11.9.5 The Corvallis Airport Master Plan shall be updated every ten years.

11.9.6 All land leases shall be in accordance with Federal Aviation Administration (FAA) regulations, and any potential sale of property in the airport industrial park shall be in accordance with the City of Corvallis Land Disposition Policy as approved by the FAA.

11.9.7 Development in the airport industrial park shall be in accordance with the City of Corvallis Airport Industrial Park Development Plan.

Findings of Fact:

1. The 2013 Airport Master Plan has been prepared through careful consideration of immediate and long term aeronautical travel needs for Corvallis and the surrounding region expected over the 20-year planning horizon. Facility improvements recommended for the Corvallis Municipal Airport are consistent with operational and safety standards established and regulated by the Federal Aviation Administration.

2. As required by local, state, and federal regulations, recommended operational and facility improvements presented in the 2013 Airport Master Plan must be completed in a manner that minimizes impacts on protected natural features and mitigates unavoidable impacts.

3. Potential impacts from noise and light sources related to operation of the Corvallis Municipal Airport are accounted for through the 2013 Airport Master Plan. Uses allowed within the boundaries of the airport and adjacent Airport Industrial Park are deemed compatible with operational requirements stipulated by the Federal Aviation Administration. As required through provisions of the Airport Overlay Zone implemented by Benton County, uses allowed within the Zone must be accompanied by a legally binding covenant that acknowledges the potential for noise impacts generated by operations at the Corvallis Municipal Airport.

4. As noted in response to Article 10 of the Comprehensive Plan, Chapter 6 of the 2013 Airport Master Plan presents a Capital Improvement Plan specifically for the Corvallis Municipal Airport. Projects proposed at the airport will be included with the annual review of the City of Corvallis Capital Improvement Plan. Factors described in Policy 11.2.7 will be considered as appropriate.

5. The 2013 Airport Master Plan identifies operational and facility improvements necessary to sustain existing service levels as well as accommodate demand projected over the 20-year planning horizon; however, establishing regularly scheduled air taxi service is not expected due to existing and forecasted market share of aeronautical travel demand.

6. Chapter 5 of the 2013 Airport Master Plan presents specific procedures for development occurring within and adjacent to the Corvallis Municipal Airport boundaries. Those procedures include, as appropriate, compliance with development standards implemented by Benton County through the Airport Overlay Zone, compliance with the Airport Industrial Park Master Plan, and compliance with limitations on the types of "air-side" and "land-side" uses that may occur based on Federal Aviation Administration regulations. In general terms, the regulatory requirements outlined in Chapter 5 ensure that development occurring within and adjacent to the Corvallis Municipal Airport will not adversely impact its safe and efficient operation.

OVERALL CONCLUSION ON CONSISTENCY WITH APPLICABLE CORVALLIS COMPREHENSIVE PLAN POLICIES

Based on the discussion, findings, and conclusions above, staff recommend the decision makers conclude that the proposed Comprehensive Plan Amendment request, as described in **Attachment D**, is consistent with the applicable Policies in the Corvallis Comprehensive Plan.

OVERALL CONCLUSIONS AND RECOMMENDED ACTIONS

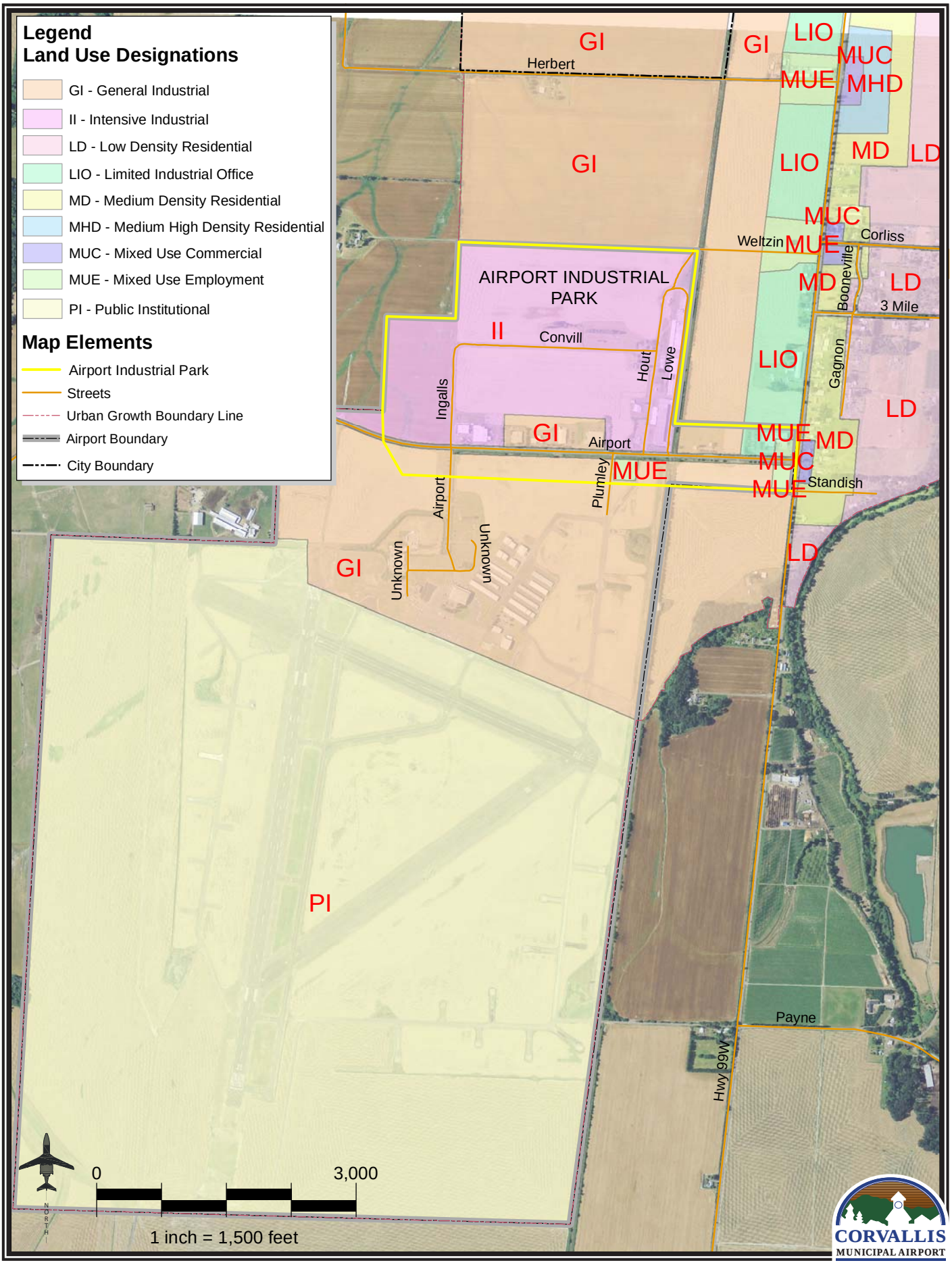
Analysis of the proposed Comprehensive Plan Text Amendment indicates that the request complies with the processes for consideration set forth in the Corvallis Urban Fringe Management Agreement, applicable Comprehensive Plan policies, and Statewide Planning Goals.

Based on this review, it is recommended that the Planning Commission adopt these findings as presented by staff, and recommend that the City Council approve CPA15-3, and to amend the Comprehensive Plan to reflect the adoption of the 2013 Airport Master Plan as a supporting document to the Corvallis Comprehensive Plan. Further, the Planning Commission is also asked to recommend that the City Council approve the proposed text amendments to Article 11 of the Comprehensive Plan, **(Attachment D)**.

Staff offer the following Motion for Planning Commission consideration:

Motion: I move that the Planning Commission forward a recommendation to the City Council, to approve the requested Comprehensive Plan Amendment to adopt the 2013 Airport Master Plan as a supporting Document to the Corvallis Comprehensive Plan. I also move that the Planning Commission forward a recommendation to the City Council to approve the proposed changes to Article 11 of the Comprehensive Plan, as presented in the staff report (Attachment D). These motions are based on the criteria, discussions, and conclusions contained within the September 21, 2016, staff report to the Planning Commission, and based upon the findings presented by the Planning Commission during their deliberations.

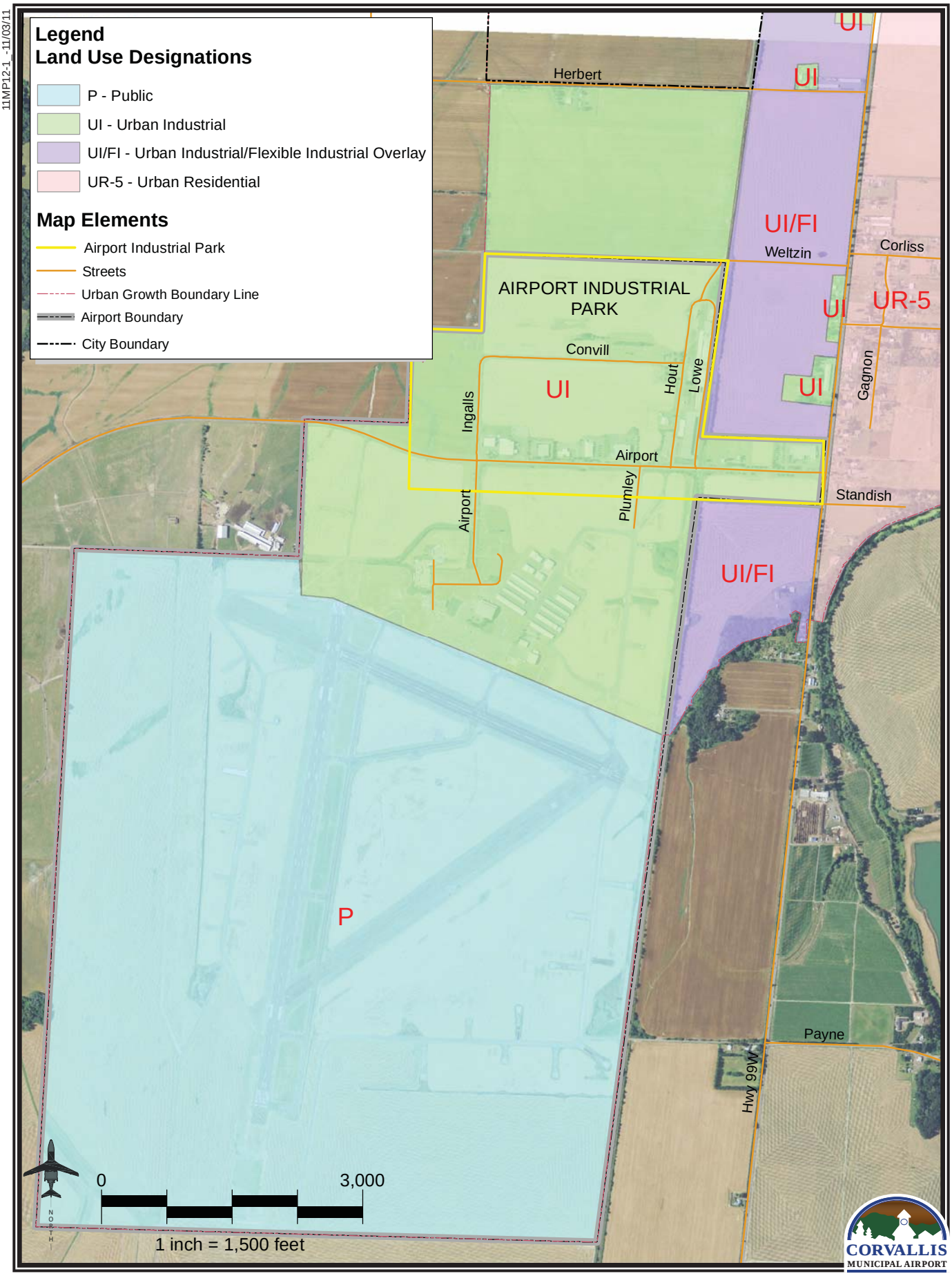
11MP12-1H-11/03/11



Source: Corvallis Comprehensive Plan

Attachment A

11MP12-1 -11/03/11



Source: Benton County Development Code

Attachment B

Attachment C – 2013 Airport Master Plan (dated September 2013):

http://archive.corvallisoregon.gov/0/doc/822794/Electronic.aspx

To request a hard copy of the 2013 Airport Master Plan, please contact the City of Corvallis Planning Division at planning@corvallisoregon.gov or

541-766-6908

Article 11. Transportation

11.0 Background

Findings and policies in this Article were first developed for the 1978 Comprehensive Plan. Transportation master plans that contained new findings and policies were completed in 1983 and 1996, and these findings and policies were incorporated into the Comprehensive Plan. Detailed information relating to transportation issues is contained in the 1996 Corvallis Transportation Master Plan and its periodic reviews and updates. A project list taken from this plan and intended to meet the requirements of public facilities planning rules is referenced as follows:

Tables 10-2 and 10-3 on pages 10-3 through 10-6 of the Corvallis Transportation Plan adopted by the City Council in 1996.

This project list is further refined and prioritized in Chapter 11 - Transportation Alternatives Analysis to specifically address transportation needs for the next 20 years.

Facility plans for the provision of transportation facilities within the Urban Growth Boundary are prepared by the City in cooperation with Benton County for roads under County jurisdiction. Yearly updates of the Capital Improvement / Investment Program shall be the City's short-term list of projects required by public facilities planning rules.

11.1 Relevant Vision Statement Elements

"Public and private sector collaboration has resulted in a regional transportation system which makes it easy for employees to walk, cycle or ride mass transit to work. The regional system also links with the north-south high-speed rail system for those traveling to Eugene, Salem, or Portland. Public and private incentives exist which encourage employees to use mass transit. This, in turn, has reduced the reliance on the automobile as well as eased traffic congestion and air pollution. Congestion, particularly through the downtown, was also eased with the extension of the north-south bypass."

"In addition, the Corvallis Regional Airport offers service with daily flights to points in Oregon, Washington, California, and beyond. A base for air freight services, particularly in conjunction with the airport's industrial park, serves as a relief airport for Portland and Eugene and provides hangar space and support services for locally-based corporate planes."

"Air pollution has been lessened, thanks to changing attitudes and actions by residents, strict environmental regulations, an increased emphasis on non-polluting forms of heating and transportation, conservation and technological advances. The number of daily auto trips and the length of those trips has been significantly reduced by: close coordination of land use and transportation decisions creating a careful mix of uses within neighborhoods;

designing and building neighborhoods that are safe, easy, and convenient to walk and bicycle in; and building pedestrian connections between neighborhoods."

"The paratransit system has been expanded, and public transit works more successfully with increased ridership and more frequent service between compact pedestrian-friendly neighborhoods. The result is cleaner air, quieter neighborhoods, and a healthier populace. Trees have been planted throughout the community to take advantage of their aesthetic qualities, to provide cooling during the summer, and for their ability to help cleanse the air we breathe."

11.2 Transportation System Planning

Findings

11.2.a With some exceptions, the present transportation system for the City of Corvallis is generally adequate for local, as well as through, traffic.

11.2.b The timing, location, and expansion of the transportation system are important factors affecting future urbanization.

11.2.c The majority of the community's future movement will occur over street rights-of-way, whatever the mix of transportation modes. While the private motor vehicle will continue to be the primary mode of transportation over the planning period, other modes, such as public transit, bicycles, and pedestrian movement will increase in importance over the planning period.

11.2.d A major concern of the community regarding the transportation system is the need to maintain and improve the livability of residential areas in the face of increasing population and transportation requirements.

11.2.e Present methods of assessing abutting properties for major arterials and other major streets take into account adopted land use policies. The primary basis is that benefitted properties are expected to equitably participate in street improvements. This periodically leads to conflicts between transportation and land use activities.

11.2.f The needs of those people who, because of age, economic status, or physical or mental disability have limited transportation choices require special consideration in the planning of the transportation system.

11.2.g Motorized transportation is a major consumer of increasingly scarce energy resources.

11.2.h Certain highway corridors to and through Corvallis are considered major entryways or gateways to the community.

11.2.i A problem with existing trails, multi-use paths, and pedestrian ways has been the lack of continuity in some areas where these facilities exist for a short distance and then terminate with no logical connection to other facilities.

Policies

11.2.1 The transportation system shall be planned and developed in a manner which contributes to community livability, recognizes and respects the characteristics of natural features, and minimizes the negative effects on abutting land uses.

11.2.2 The transportation system shall be managed to reduce existing traffic congestion and facilitate the safe, efficient movement of people and commodities within the community.

11.2.3 The City shall develop and promote alternative systems of transportation which will safely, economically, and conveniently serve the needs of the residents.

11.2.4 Special consideration in the design of the transportation system shall be given to the needs of those people who have limited choice in obtaining private transportation.

11.2.5 The transportation system shall give special consideration to providing energy efficient transportation alternatives.

11.2.6 The City shall maintain a long-range transportation plan that will be periodically reviewed and updated.

11.2.7 The City shall establish a Capital Improvement Program for the transportation system which:

A. Is subject to annual review;

B. Is consistent with the land use policies of the Comprehensive Plan and considers other facility plans;

C. Defines the locations of rights-of-way necessary for the creation of a community-wide transportation system;

D. Establishes a priority for improvements to the system;

E. Provides for the needs of all modes of transportation within the rights-of-way; and

F. Considers the economic impacts upon properties resulting from transportation improvements.

11.2.8 The following highway corridors shall be considered primary and important entryways or gateways into Corvallis:

Highway 99W from the north (north of the City Center)
Highway 99W from the south (south of the City Center)
Highway 20 from the northeast (between North Albany and the City Center)
Highway 34 from the east (between Tangent and the City Center)
Highway 20/34 from the west (between Philomath and the City Center)

11.2.9 Special attention shall be given to major entryways or gateways into Corvallis to ensure that they reflect and contribute to a positive and desirable image of the community.

11.2.10 Development proposals shall be reviewed to assure the continuity of sidewalks, trails, multi-use paths, and pedestrian ways.

11.2.11 The City shall coordinate with the Oregon Department of Transportation (ODOT) in implementing its highway improvement program.

11.2.12 The transportation system shall reflect consistency with the Corvallis Comprehensive Plan, land use designations, and regional and statewide transportation planning efforts.

11.2.13 Uniform construction standards which accommodate all transportation modes shall be maintained for the City's transportation system.

11.2.14 Oregon Department of Transportation should fund, maintain, and improve all State highway facilities (highways 99W, 34 and 20) to meet level-of-service standards contained in the Oregon Highway Plan. When specific construction plans are proposed, ODOT should prepare comprehensive roadway designs that recognize urban usage for surface transportation modes, including facilities for pedestrians, bicycles, transit, drainage, curbs, and gutters.

11.2.15 Corvallis will invest in planning and coordinate with the State and counties to develop highly detailed transportation and access plans that firmly fix the location of future arterial and collector streets for each developing sector within the Corvallis Urban Growth Boundary.

11.3 Auto Traffic and Circulation

Findings

11.3.a Corvallis' developed transportation network lacks completed circumferential routes.

11.3.b Adequate transportation facilities are key to the development of commercial, industrial, and research areas.

11.3.c Direct access from the airport industrial area to the rest of the community is currently limited to South 3rd Street.

11.3.d The development potential of the airport industrial area, the Sunset Research Park and shopping area, and south and west Corvallis would be greatly improved with the completion of a circumferential street in the southwest quadrant of the City.

11.3.e The citizens of the community desire that the transportation system maximize access without decreasing livability.

11.3.f Residential uses along arterial streets must be carefully designed to be compatible with long-range transportation planning.

11.3.g There is a need to weigh the costs and benefits between improved transportation access for the community as a whole and maintaining livability of established residential areas which have developed along major streets. In addition to the level-of-service (LOS), livability, sustainability, and accessibility should be considered.

11.3 h Oregon Revised Statutes (ORS 368.093, Section 3), requires that a governing body of a City consult with and consider the needs of the Fire Department when adopting road specifications and standards.

11.3.i A street pattern that is roughly rectilinear with frequent connections can disperse auto traffic, reduce the distance of local trips, and provide better connections for pedestrians and bicyclists.

11.3.j There are good methods available that can be used to discourage through traffic in residential areas. On arterial and collector streets, capacity improvements can be made, such as adding lanes, turn lanes, and signals. On local streets, parking changes can be made, signs and traffic calming features can be installed, such as bulbed intersections.

11.3.k If traffic congestion increases on arterials and other major streets without improvements to or expansion of the system, including the use of transportation demand management and transportation system management techniques, traffic pressure increases on local streets and detracts from residential livability.

11.3.l The acquisition of adequate rights-of-way is required prior to, or during, the development process for economical and efficient implementation of street plans.

11.3.m Adequate setbacks would increase safety and improve the movement of traffic along major arterials and other major streets.

11.3.n Control of access will improve the capacity of an arterial / collector street and reduce accidents, pollution, and congestion.

11.3.o Residential land uses require access for emergency and service vehicles.

11.3.p Improvement and expansion of the transportation system is accomplished through the Capital Improvement Program and the development process. Improvements and expansions are expected to meet adopted community plans and standards.

Policies

11.3.1 In areas where undeveloped industrial land depends on access from arterial or collector roadways nearing capacity, the City shall encourage businesses to explore options such as using rail transportation services and flex time for employees that minimize off-site transportation impacts.

11.3.2 Circumferential routing of major streets with controlled access and adequate setbacks shall be developed to facilitate the movement of through traffic.

11.3.3 Access control plans shall be developed for major streets on which direct access from abutting properties impairs the safe operation of the street.

11.3.4 The City shall maintain the carrying capacity and viability of major arterials and other major streets by developing, adopting, and implementing access control standards that restrict or reduce curb cuts and other direct access points, require adequate rights-of-way, setback lines, and road improvements as part of the development process.

11.3.5 Local streets shall be designed and built to discourage high speed through traffic.

11.3.6 Adequate street widths and routes shall be provided for emergency and service vehicles while maintaining accessibility to abutting properties.

11.3.7 The City shall work with Benton County to ensure that all development within the Urban Growth Boundary shall conform to, and participate in the implementation of, the adopted City of Corvallis Transportation Plan.

11.3.8 Streets shall be classified as "arterial highway," "arterial street," "collector street," "neighborhood collector," or "local street." These classifications shall reflect their use. New development may designate two levels of local street, local connector and local. Each development project shall be reviewed for its logical progression and connection from local streets to neighborhood collector, or collector streets, to arterials for site access. Each development project shall provide improvements necessary to make logical connections. Emphasis should be placed on creation of a roughly rectilinear street pattern that encourages dispersion of local traffic through a number of streets and minimizes the use of cul-de-sacs.

11.3.9 Adequate capacity should be provided and maintained on arterial and collector streets to accommodate intersection level-of-service (LOS) standards and to avoid traffic diversion to local streets. The level-of-service standards shall be: LOS "D" or better during morning and evening peak hours of operation for all streets intersecting with arterial or collector streets, and LOS "C" for all other times of day. Where level-of-service standards are not being met, the City shall develop a plan for meeting the LOS standards that evaluates transportation demand management and system management opportunities for delaying or reducing the need for street widening. The plan should attempt to avoid the degradation of travel modes other than the single-occupant vehicle.

11.3.10 In addition to level-of-service and capacity demands, factors such as livability, sustainability, and accessibility shall be considered in managing the City's transportation system.

11.3.11 Private driveway access shall be limited on all existing and future arterial streets to reduce interference, improve safety, and preserve traffic capacity. New residential driveways shall not directly access arterial streets where alternate access can be developed. At the time of development or redevelopment, opportunities to restrict or combine access points along arterials should be pursued.

11.3.12 New local streets, neighborhood collectors, collector streets, and arterial streets shall be located and designed to manage traffic volume and speed to minimize negative impacts on abutting land uses.

11.3.13 In existing neighborhoods, changes in traffic control, such as the use of diverters and traffic circles for local streets, shall be considered through use of a neighborhood traffic management corridor plan. The area affected by the change in traffic control shall be determined by traffic engineering studies.

11.3.14 The City shall evaluate planted medians as an extra-capacity feature (needed for safety and traffic calming) for arterials and collectors otherwise requiring a continuous center turn lane, and the appropriateness of reimbursement through system development charges.

11.4 Auto Parking

Findings

11.4.a Corvallis has a number of areas in which parking problems exist.

11.4.b Inappropriately designed and placed on-street parking increases congestion and reduces the safety of streets.

11.4.c Inappropriate on-street parking on collector and arterial streets can reduce the efficiency of traffic movement, increase the likelihood of accidents, and can have a negative impact on adjacent land uses.

11.4.d On-street parking can add to congestion, and decrease safety; however, properly developed on-street parking in residential areas can discourage through traffic, reduce vehicle speeds, and generally improve neighborhood livability.

11.4.e Single-level, off-street parking near major traffic generators and other major facilities uses inordinate amounts of land.

11.4.f Many older, established areas have inadequate off-street parking.

11.4.g Parking problems can in part be alleviated by a shift to other modes of transportation such as transit, bicycles, and walking.

Policies

11.4.1 The City shall manage on-street parking to permit the safe and efficient operation of the transportation system.

11.4.2 The City shall adopt and implement measures that discourage nonresidential vehicular parking on residential streets and in other adversely affected areas.

11.4.3 All traffic generators shall provide adequate parking.

11.4.4 Multiple-level parking facilities near major traffic generators should be encouraged where practical.

11.4.5 The City shall continue to promote the use of other modes of transportation as an alternative to the automobile, especially in areas where there is a shortage of parking facilities.

11.4.6 New industrial and commercial development shall provide preferential car pool and van pool parking near primary building entrances.

11.4.7 The City shall investigate opportunities for reducing minimum off-street parking requirements in areas with adequate on-street or area parking facilities. Factors such as good transit and pedestrian access should be considered.

11.5 Bicycle

Findings

11.5.a The size and terrain make much of Corvallis suited to the use of bicycle for alternative transportation and recreation purposes.

11.5.b A recognized need in Corvallis is a well-designed, interconnecting network of multi-use trails which connects parks and recreation facilities, open space, schools, residences, and employment centers.

11.5.c The County and City should jointly plan to provide trails and multi-use paths within or near the Urban Fringe.

11.5.d When properly designed, bikeways can be considered for multi-use purposes.

11.5.e The development of bikeways on arterial and collector streets may result in the loss of on-street parking for abutting properties.

Policies

11.5.1 Bikeways shall be conveniently located, be adequately constructed, have minimal stops and obstructions, and have safe crossings on major streets.

11.5.2 Bikeways shall provide safe, efficient corridors which encourage bicycle use. Bicycle use of major streets shall be considered as improvements are made to major transportation corridors.

11.5.3 On-street parking should be managed where it conflicts with bicycle corridors.

11.5.4 Acquisition of land and/or easements for bikeways and trails shall be evaluated along with the need of land for parks and open space.

11.5.5 Selected bikeways shall be designed to accommodate multi-use activities.

11.5.6 Bikeways shall be developed to provide access to all areas of the community.

11.5.7 All new collector and arterial streets shall be designed to accommodate bicycle facilities.

11.5.8 All new and redeveloped institutional, commercial, and multi-family development shall provide bicycle parking facilities that include covered parking.

11.5.9 The City shall work with local businesses to accommodate the conversion of adjacent on-street automobile parking to bicycle parking where appropriate.

11.5.10 When economically feasible, bicycle facilities shall be physically separated from pedestrian facilities.

11.5.11 Where bicycle and pedestrian facilities are combined, adequate width for the combined uses shall be provided.

11.5.12 Safe and convenient bicycle facilities that minimize travel distance shall be provided within and between new subdivisions, planned developments, shopping centers, industrial parks, residential areas, transit stops, and neighborhood activity centers such as schools, parks, and shopping.

11.5.13 The City shall provide adequate covered bicycle parking facilities at major transit stations.

11.5.14 The City shall work to acquire abandoned railroad rights-of-way for multi-use paths to serve bicycle, pedestrian, and equestrian uses.

11.5.15 The City shall work to maintain and preserve the scenic aspects of current and future separated multi-use paths.

11.5.16 The City shall install bicycle carrier racks on City buses and encourage the provision of bike carrier racks on inter-City buses such as the Linn - Benton loop bus.

11.6 Pedestrian

Findings

11.6.a Pedestrian movement has not been adequately planned in the past.

11.6.b Pedestrian crossings on many major streets are unsafe.

11.6.c Architectural barriers restrict access for handicapped persons.

11.6.d The 1990 Census identifies the pedestrian mode as the second highest mode used in Corvallis to get to work, while Oregon State University has identified it as the most common mode for students accessing the campus.

11.6.e Many barriers to pedestrian use exist in the community, including multi-lane roadways with no pedestrian refuge, long blocks requiring extended out-of-direction travel, and lack of sidewalks or other pedestrian facilities in some areas.

Policies

11.6.1 The City shall require safe, convenient, and direct pedestrian routes within all areas of the community.

11.6.2 The community shall give special consideration to providing access for handicapped people.

11.6.3 Pedestrian access shall be addressed in the review of proposed cul-de-sac developments. The City shall require pedestrian rights-of-way interconnecting the ends of such streets where feasible .

11.6.4 New development and redevelopment projects shall encourage pedestrian access by providing convenient, useful, and direct pedestrian facilities.

11.6.5 All arterial and collector streets shall have sidewalks constructed at the time of initial street improvement to encourage pedestrian use.

11.6.6 Safe and convenient pedestrian facilities that minimize travel distance shall be provided by new development within and between new subdivisions, planned developments, shopping centers, industrial parks, residential areas, transit stops, and neighborhood activity centers such as schools, parks, and shopping.

11.6.7 Where minimizing travel distance has the potential for increasing pedestrian use, direct and dedicated pedestrian paths shall be provided by new development.

11.6.8 The Oregon Department of Transportation shall construct sidewalks at the time of highway improvements as an integral part of the improvement and pay the sidewalk improvement costs with ODOT project funds.

11.6.9 Maintenance policy decisions shall consider and encourage pedestrian facility use.

11.6.10 Flexibility in pedestrian facility standards may be allowed for retrofitting of local streets in substandard locations when the deviation from standards can be shown to better pedestrian accessibility.

11.6.11 The City shall encourage timely installation of pedestrian facilities to ensure continuity and reduce hazards to pedestrians throughout the community.

11.6.12 New commercial development shall be oriented toward adjacent existing and planned sidewalk facilities to encourage pedestrian, bike, and transit activity.

11.6.13 New commercial and residential development shall generally provide for a maximum block perimeter of 1,500 feet, except where it would negatively impact significant natural features.

11.7 Transit

Findings

11.7.a Public transit offers the community a mechanism to reduce traffic and pollution as well as to increase energy efficiency.

11.7.b Work, school, medical, and shopping trips are the most conducive to mass transportation.

11.7.c Within the Urban Growth Boundary, the present transit system is inadequate in the areas of coverage and frequency of service. A determination of the community's transit needs could best be developed through a route and schedule analysis.

11.7.d A viable transit system is dependent upon efficient access to the population service area and adequate funding.

11.7.e Local, national, and statewide commercial buses, and private operators now provide inter-city public transportation in the region. These existing carriers will continue to play an important part in the public transportation system of the area.

11.7.f A regional transit system may be needed within the planning period to provide adequate access to regional recreational areas.

11.7.g Additional public transportation connections between Corvallis and other areas of the Willamette Valley will need to be improved within the planning period.

11.7.h Albany, Corvallis, and Philomath will need to develop mechanisms to provide public transportation between jurisdictions, perhaps expanding service provided by the Linn - Benton Loop System.

Policies

11.7.1 An improved public transportation system within the Urban Growth Boundary should be established to improve the livability of the community, to reduce pollution and traffic, and to reduce energy consumption.

11.7.2 The City of Corvallis shall cooperate with neighboring jurisdictions to provide a regional transportation system which facilitates convenient, energy efficient travel. This shall address the needs of persons who, for whatever reason, do not use private automobiles.

11.7.3 The City of Corvallis should participate in a trial operation of a Philomath - Corvallis transit system before making long-term commitments to this regional service.

11.7.4 Arterial and collector street designs shall include evaluation for transit facilities such as bus stops, pullouts, shelters, optimum road design, and on-street parking restrictions as appropriate to facilitate transit service.

11.7.5 New or redeveloped residential, retail, office, and other commercial, civic, recreation, and other institutional facilities at or near existing or planned transit stops shall provide preferential access to transit facilities.

11.7.6 Park-and-ride lots on the periphery of Corvallis shall be investigated by the City as an alternative solution to parking and congestion problems.

11.7.7 The City should seek appropriate opportunities for increasing residential density and providing industrial and commercial development along existing and proposed transit routes.

11.8 Rail

Findings

11.8.a Rail passenger service to Corvallis is included in the State Rail Plan but is currently not available in Corvallis.

11.8.b Rail freight service to the area is provided by Willamette and Pacific Railroad.

11.8.c Railroad crossings constitute a pedestrian / auto safety hazard in heavily urbanized areas.

11.8.d The availability of good, reliable and cost-effective rail service to industrial sites is an important element in promoting economic development.

Policies

11.8.1 Rail service should be considered as an alternative for future transportation planning.

11.8.2 Corvallis shall pursue methods to increase the safety of railroad crossings.

11.8.3 The City shall work with industry and rail service providers to retain rail service to this community's industrial areas.

11.8.4 The City shall work with government, passenger rail service providers, and other agencies to obtain passenger rail service for Corvallis.

11.9 Air

Findings

11.9.a The Corvallis airport has the potential to become a significant general aviation facility.

11.9.b Improper use of lands abutting the airport would reduce the ability of the airport to function as an element of the transportation system.

Policies

11.9.1 The City should further develop facilities and services at the Corvallis airport. The City shall continue efforts to secure permanent, scheduled air-taxi service.

11.9.2 The City shall work to ensure that land uses surrounding the airport both in and outside of the City and Urban Growth Boundary are developed in a fashion that maintains the City's ability to enable the airport to function as an important element of the transportation system.

11.9.3 Expansions of the Urban Growth Boundary and other land use actions affecting property around the Corvallis airport shall fully protect airport functions, viability, and expansion potential.

11.9.4 Future airport development shall be in accordance with the Corvallis Airport Master Plan.

11.9.5 The Corvallis Airport Master Plan shall be updated every ten years.

11.9.6 All land leases shall be in accordance with Federal Aviation Administration (FAA) regulations, and any potential sale of property in the airport industrial park shall be in accordance with the City of Corvallis Land Disposition Policy as approved by the FAA.

11.9.7 Development in the airport industrial park shall be in accordance with the City of Corvallis Airport Industrial Park Development Plan.

11.10 Water

Findings

11.10.a The Marys and Willamette Rivers are not utilized in the transportation system servicing Corvallis.

Policies

11.10.1 The Marys and Willamette Rivers should be considered as potential resources in future transportation planning.

11.11 Central City Transportation Issues

Findings

11.11.a Heavy truck traffic creates severe problems for local businesses because of the noise, exhaust emissions, congestion, and safety hazards.

11.11.b Congestion and noise caused by heavy truck traffic are detrimental to the function of the shopping area within the Central Business District. To address these concerns the development of the northern leg of the bypass will be needed in a timely manner.

11.11.c The 1995 Downtown Parking Study indicates that a surplus of almost 700 spaces within the downtown core exists; however, within the core, several blocks are experiencing parking shortages. Additional shortages in the core area and along the riverfront are anticipated within the next ten years.

11.11.d The City's parking requirements have hindered some owners from developing or redeveloping their property in the downtown.

11.11.e Some downtown streets are not designed well for bicycle travel.

11.11.f Downtown retail uses have expanded beyond the boundaries of the current "downtown free parking area," restricting customer parking in some areas.

Policies

11.11.1 The City shall seek alternative routing, including completion of the northern leg of the bypass, and size and weight limits to better manage heavy truck traffic within the core area without significantly reducing the livability of other areas of Corvallis.

11.11.2 The downtown transportation system should be oriented primarily towards providing access and parking for area employment centers and commercial activities, as well as providing for the transportation needs of the residents of the downtown area. Within the core area of the central business district, the emphasis shall be on pedestrian movement. Transportation system improvements in the core area will be consistent with the Downtown Streetscape Plan (1988).

11.11.3 The City shall work with the Downtown Parking Commission and shall develop, adopt, and implement a parking plan for the Central City which re-evaluates the distribution of free and metered parking, develops an equitable mechanism for new development to contribute to shared parking in lieu of on-site parking, and may include provisions for multi-level parking structures.

11.11.4 On a periodic basis, the City shall update the Corvallis Transportation Plan that considers all elements of the transportation system, with attention to the special needs of the Central City.

11.11.5 The City shall seek ways to improve bicycle travel to and through the downtown area.

11.12 Oregon State University Transportation Issues

Findings

11.12.a The existing traffic pattern serving Oregon State University has an impact on the community. These impacts include additional through traffic in neighborhoods and higher-speed traffic in residential areas.

11.12.b Existing non-university traffic patterns include traffic flow through the campus which has an impact on the campus community.

11.12.c Off campus on-street parking of university-related vehicles has a significant impact on the availability of on-street parking near campus. The University and the City are working together by encouraging increased use of the free transit pass program, increased bicycle and pedestrian travel, and by developing and implementing a parking plan.

Policies

11.12.1 The University and the City shall work together to improve traffic patterns through and around Oregon State University which will reduce negative impacts on existing residential areas and the campus.

11.12.2 The University shall develop and implement a transportation and parking plan that reduces the negative traffic and parking impacts on existing residential areas.

11.12.3 All-day parking of University-related vehicles on streets in proximity to the University shall be discouraged.

11.12.4 The City shall work with the University to minimize Oregon State University-related off-campus parking problems.

11.12.5 The City shall work with OSU to develop a plan to decrease traffic and parking impacts in and around the University during major events.

11.13 South 3rd Street Transportation Issues

(For discussion of South 3rd Street transportation issues, see the South Corvallis Area, Section 13.11.)

11.14 West Corvallis Transportation Issues

(For discussion of West Corvallis transportation issues, see the West Corvallis - North Philomath Plan, Section 13.12.)

11.15 Supporting Documents

Item	Date	Location of Document
Corvallis Transportation Plan	1996	Corvallis - Benton County Public Library
Corvallis Transportation Demand Management Plan	1998	Corvallis - Benton County Public Library
Benton County Transportation System Plan	1998	Corvallis - Benton County Public Library
Corvallis Downtown Parking Study	1995	Corvallis Planning Division Library
Oregon Transportation Plan	1990	Corvallis - Benton County Public Library
Oregon Highway Plan	1991 (1998)	Corvallis - Benton County Public Library
Oregon Bicycle and Pedestrian Plan	1996	Corvallis - Benton County Public Library
Oregon Public Transportation Plan	1997	Corvallis - Benton County Public Library
South Corvallis Area Plan	1998	Corvallis - Benton County Public Library
West Corvallis - North Philomath Plan	1998	Corvallis - Benton County Public Library
Corvallis Airport Master Plan	~~2003~~ 2013	Corvallis Public Works Department
Corvallis Airport Industrial Park Development Plan	draft	Corvallis Public Works Department
Corvallis Land Disposition Policy Municipal Code Section 1.04.060	1995	Corvallis - Benton County Public Library
Downtown Streetscape Plan	1988	Corvallis Planning Division Library

11.16 Advisory Boards

~~Citizens Advisory Commission on Transit~~
Bicycle and Pedestrian Advisory ~~Commission~~ Board
Airport Advisory Board

11.17 Mandated Reports / Plans / Inventories

Central City parking plan
Access control standards and plans
OSU traffic and parking plan

CORVALLIS URBAN FRINGE MANAGEMENT AGREEMENT

1. The City of Corvallis, Oregon and Benton County, Oregon hereby establish a joint management procedure pursuant to ORS 197.190 for the implementation of the Corvallis Urban Growth Boundary and plan for the Corvallis Urban Fringe; both of which form an integral part of the Corvallis Comprehensive Plan. The area situated inside the Corvallis Urban Growth Boundary and outside the Corvallis City limits shall be referred to as the Urban Fringe.

2. The City and County further agree to utilize the provisions of this agreement, the Corvallis Comprehensive Plan, as amended, the Benton County Comprehensive Plan, as amended, as the basis for review and action on Comprehensive Plan amendments, development proposals and implementing regulations which pertain to the Urban Fringe.

3. The City and County recognize that Oregon statutes and Statewide Planning Goals require a generalized, coordinated Comprehensive Plan map and policy statement for the Urban Fringe. The City and County agree to the following process for amendment of the Corvallis Comprehensive Plan text, map and Urban Growth Boundary as they pertain to the Urban Fringe.

   A plan may only be amended semi-annually or after a determination by both City and County that there exists a significant community need to consider an amendment. If the determinations of the City and County differ, then the application for amendment will be considered at the next semi-annual review. The County will accept all applications for amendments and refer such applications to the City to allow for concurrent review.

   The City and County staffs will jointly set the public hearing schedule for the amendment application(s). A joint public hearing will be held before the Corvallis and Benton County Planning Commissions. Following the close of the public hearing, the Planning Commissions shall deliberate either jointly or separately and forward a separate recommendation to their respective governing body.

   If the Comprehensive Plan amendment is legislative in nature, the Benton Government Committee shall meet to discuss outstanding issues and recommend resolution of the matter to the City Council and County Commissioners.

   A joint public hearing will be held before the Corvallis City Council and the Benton County Board of Commissioners. Within 30 days following the close of the public hearing each governing body shall reach a preliminary decision. Notice of the preliminary decision shall be forwarded to the other governing body. If the positions of the two jurisdictions are

identical, then the preliminary decision shall become final by passage of an ordinance by each governing body. If the positions of the two jurisdictions differ, either party may accept the decision of the other. If either party does not accept the decision, a joint meeting of the City Council and the Board of Commissioners will be held within 30 days of the last preliminary decision to resolve the differences prior to final action by either jurisdiction.

The procedures in this Section (No. 3) shall not apply to amendments of the Plan text, map, or Urban Growth Boundary that may be required by the Land Conservation and Development Commission.

4. The Benton county Board of Commissioners shall not initiate the creation of any special districts pertaining to the Urban Fringe for the provision of utilities, transportation, recreation, or other public facilities or services unless such districts:

   a. Are approved by both parties; and
   b. Recognize the City as the ultimate provider of urban services; and
   c. Require improvements to full City standards; and
   d. Lie within 1,000 feet of the City limits.

5. The Benton County Board of Commissioners shall not approve the creation of any special districts pertaining to the Urban Fringe for the provision of utilities, transportation, recreation, or other public facilities or services unless such districts:

   a. Recognize the City as the ultimate provider of urban services; and
   b. Require improvements to full City standards.

6. The City and County further agree to the following process for review and action on development proposals and implementing programs which pertain to the Urban Fringe:

   a. The City shall make recommendations on development proposals, and implementing programs and projects which pertain to the Urban Fringe, for which the County has authority, including the following:

      1) Amendments to the zoning ordinance text and map;
      2) Planned unit developments:
      3) Conditional use permits;
      4) Land division;
      5) Public facility master plans;
      6) Public improvement projects;
      7) Utility extensions;
      8) Recommendations for the designation of health hazard areas;
      9) Capital Improvement Program;

10) Special district formation.

b. The County shall make recommendations on development proposals and implementing programs which pertain to the Urban Fringe, for which the City has authority, including the following:

1) Public facility master plans;
2) Requests for annexation;
3) Capital Improvement Program.

c. The jurisdiction which has the authority for making a decision on one of the items in either 6a or 6b shall formally request the other jurisdiction to review the proposal and recommend action. This request for review and recommendation shall allow the reviewing jurisdiction a minimum of twenty-one (21) days to respond. If no response is received or no extension is requested, it will be assumed that the reviewing jurisdiction has no comment.

d. Nothing contained within this section is intended to alter the legal decision-making authority of either the City or the County.

7. The City shall be responsible for the preparation of a Public Facilities Plan for the Urban Growth Boundary as required by OAR 660-11-000 and ORS 197.712 (2)(e). The City shall consult with the County and consider incorporating into the Public Facilities Plan County recommendations and proposals for design standards, extensions, and improvements to County roads within the Urban Growth Boundary.

8. Annexation applications to the City which are for areas outside the Urban Growth Boundary shall not be considered. Procedures for amending the Urban Growth Boundary prior to accepting such annexation applications are outlined in Section 3.

9. The City and County shall establish a planning area which shall extend beyond the Urban Growth Boundary wherein the County will give the City the opportunity to review and make recommendations on County plans, ordinances, and development proposals prior to action by the County.

10. The City and County agree to establish a significant service area boundary within two (2) years of the adoption date of this agreement.

11. The City and County agree to conduct reviews of the allocation of industrial land within the Corvallis Urban Fringe. The reviews shall be conducted by the Benton County Planning Commission and by the Corvallis Planning Commission. The reviews shall result in reports for submission to the respective governing bodies within one (1) year.

12. This agreement may be amended at any time by mutual consent of both parties after referral to the City and County Planning Commissions for recommendation.

13. This agreement may be terminated by either party provided that the following procedure is used:

    a. A public hearing shall be called by the party considering termination. That party shall give the other party notice of hearing at least 40 days prior to the scheduled hearing date. This 40-day period shall be used by both parties to seek resolution of any differences.

    b. Public notice of the hearing shall be in accordance with applicable state and local statutes and goals.

    c. An established date for termination of the agreement shall be at least 180 days after public hearing in order to provide ample time for resolution of differences, reconsideration of the decision and the adoption of a replacement Urban Fringe Management Agreement which complies with statewide goals, statutes, and administrative rules.

14. This agreement amends the agreements between the City of Corvallis and Benton County signed June 3, 1981 and October 18, 1982.

Dated this 20th day of December, 1990.

CITY OF CORVALLIS

GERALD SEALS, CITY MANAGER

Date: 12-20-90

APPROVED AS TO FORM:

City Attorney

BENTON COUNTY
BOARD OF COMMISSIONERS

CHAIR

Date: 12-19-90

APPROVED AS TO FORM:

County Counsel

RECEIVED
FEB 03 2016
Benton County Counsel

AGENDA CHECKLIST
BENTON COUNTY BOARD OF COMMISSIONERS
(Page 1 of 3)

Item # 4.2

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners at any meeting where a Board quorum is expected.

Suggested Placement for this Agenda Item:
- ☒ BOC Tuesday Meeting
- ☐ Other: _____

Suggested Agenda Date: **February 16, 2016**

Contact Person: **Kristin Anderson**
Phone Extension: **6298**
Person Attending BOC Meeting *(REQUIRED)*:
Greg Verret, Kristin Anderson,

Department Submitting: **Community Development**
Short Title of Agenda Item: **Consent Calendar: Amending City of Corvallis's Comprehensive Plan to include the City's Airport Master Plan**

Person(s) Who Should Receive Signed Documents After Meeting: **Kristin Anderson**

This Item Involves: (Check all that apply for this meeting.)

- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing:
- ☐ 1st Reading ☐ 2nd Reading
- ☐ Public Comment Anticipated:
  Estimated Time
- ☐ Document Recording Required
- ☐ Contract/Agreement
- ☐ Appointments
- ☐ Update on Project/Committee
- ☐ Discussion Only
- ☒ Discussion & Action
  1 minute Estimated Time
- ☐ Special Report:
  ☐ Oral ☐ Written

If appropriate, have Boards/Committees been involved? ☐ Yes ☐ No ☒ Not Applicable
If yes, address under Salient Issues, page 2.
If appropriate, has this agenda/item been advertised? ☐ Yes ☐ No ☒ Not Applicable
Names of Publications _____
Dates of Publication: _____

Reviewed By: **(Signature and Date Required)**

Greg Verret 2/3/2016 DATE	Department Head	Required for all BOC meetings
DA 2·3·16 DATE	Chief Operating Officer	Required for all BOC meetings
2.4.16 DATE	County Counsel	Required for all legal documents
DATE	Budget Office	If appropriate
DATE	Human Resources	Required for all personnel actions
2/3/16 DATE	BOC Administration	Required for all BOC meetings

Provide one original or send electronically to Board Staff.

DO NOT USE STAPLES!

AGENDA CHECKLIST
BENTON COUNTY BOARD OF COMMISSIONERS
(Page 2 of 3)

DATE OF MEETING:
February 16, 2016

TITLE OF AGENDA ITEM:
Consent Calendar: Amending City of Corvallis's Comprehensive Plan to include the City's Airport Master Plan

IDENTIFIED SALIENT ISSUES:
The Board of Commissioners decided at their February 2, 2016 meeting to put this item on the February 16 Consent Calendar.

Background

The Corvallis Municipal Airport is located approximately 0.4 miles south of Corvallis City Limits, within an approximately 1,510 acre area of land. Federal law requires that all this land remain under the ownership of the City of Corvallis, however, the entirety is subject to County zoning. Approximately 220 acres is zoned "Special Use – Airport Industrial Park" and contains land that the City leases to private industries; approximately 200 acres is zoned "Urban Industrial" and is used for hangars, aircraft maintenance, fueling, and other airport-related functions; and approximately 1,090 acres is zoned "Public" and used for two runways, taxis, and associated infrastructure, as well as farm land leased to private farmers. Approximately 18,000 acres concentric with the two runways and extending outwards onto many different properties and zones have an "Airport" overlay zone on top of the base zone.

The Federal Aviation Administration has requirements for Airport Master Plans, and the City of Corvallis began the process of updating the 2001 Airport Master Plan in 2011. The process included an "open house" workshop for the general public, as well as inclusion of federal, state, and local agencies, airport tenants, nearby property owners, and general public representatives. Benton County Planner, Kristin Anderson, served on the 18-member Planning Advisory Committee.

The goals of the Airport Master Plan included forecasting air transportation demand over the next 20 years, determining projected needs of airport users, recommending improvements (e.g., increasing runway surface strength), analyzing potential funding sources for airport operations, and recommending appropriate uses on airport land.

Comprehensive Plan Amendment

The City Council approved the Airport Master Plan in 2013, and the City is now working on amending the Corvallis Comprehensive Plan to include the Airport Master Plan. **City of Corvallis Staff and Benton County Staff have reviewed the terms of the Corvallis Urban Fringe Management Agreement, and both agree that it is not necessary for Benton County to participate in a review of the proposed Corvallis Comprehensive Plan Amendment if the 2013 Airport Master Plan is consistent with Benton County Code applicable to these zones. The City and the County agree that the Master Plan *is* consistent, and furthermore, the Master Plan states that the airport's operations and developments must be consistent with the County regulations.**

Lastly, City and County Staff believe that although this Corvallis Comprehensive Plan Amendment involves land within the Urban Fringe, neither the scope of the proposed amendment nor adoption of the 2013 Airport Master Plan require amending the *County's* Comprehensive Plan because it is not necessary to: (1) rezone any of the properties affected by the Master Plan in order to comply with the County Comprehensive Plan (Benton

AGENDA CHECKLIST
BENTON COUNTY BOARD OF COMMISSIONERS

County Comprehensive Plan, page 17-1, item 2.a.); or (2) to amend the text of the County Comprehensive Plan in order to "correct an error, improve the accuracy of information, expand the data contained in the Plan, bring the Plan into compliance or more into compliance with statewide land use planning goals, or to reflect a public need in compliance with the State goals" (Benton County Comprehensive Plan, page 17-2, item 3.a.).

In summary, City and County Staff believe that in relation to the 2013 Airport Master Plan, it is appropriate to *not* participate in the City's process of amending the City's Comprehensive Plan and that it is appropriate to *not* amend the County's Comprehensive Plan.

OPTIONS:

A. Formally agree with City and County Staff that in relation to the 2013 Airport Master Plan, it is appropriate to *not* participate in the City's process of amending the City's Comprehensive Plan and that it is appropriate to *not* amend the County's Comprehensive Plan.

B. Request additional information.

C. Not formally agree with City and County Staff that in relation to the 2013 Airport Master Plan, it is appropriate to *not* participate in the City's process of amending the City's Comprehensive Plan and that it is appropriate to *not* amend the County's Comprehensive Plan.

FISCAL IMPACT:

If County Staff does not need to participate further in the process, then Staff time would be extremely minimal.

If County Staff needs to participate in the City's Comprehensive Plan amendment and/or initiate County Comprehensive Plan amendment, then total time would exceed 40 hours.

STAFF RECOMMENDATIONS:

Concur with the City Staff and County Staff determination that in relation to the 2013 Airport Master Plan, it is appropriate to *not* participate in the City's process of amending the City's Comprehensive Plan and that it is appropriate to *not* amend the County's Comprehensive Plan.

SUGGESTED MOTION:

I MOVE TO: Formally agree with City and County Staff that in relation to the 2013 Airport Master Plan, it is appropriate to *not* participate in the City's process of amending the City's Comprehensive Plan and that it is appropriate to *not* amend the County's Comprehensive Plan.

MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS
Tuesday, February 16, 2016
Board of Commissioner's Building
205 NW 5th Street, Corvallis, Oregon
12:00 a.m., Board Room

Present: **Annabelle Jaramillo,** Chair; **Anne Schuster,** Commissioner; **Jay Dixon,** Commissioner; **Dennis Aloia,** Chief Operating Officer; **Vance Croney,** County Counsel

Staff: **Bill Emminger,** Health; **Joe Mardis, Debie Wyne,** Public Works; **James Morales,** Records and Elections; **Kevin Perkins,** BOC Recorder

I. Opening

Chair Dixon reconvened the meeting at 12:00 p.m.

A. Introductions
B. Pledge of Allegiance
C. Announcements

There were no announcements.

II. Comments from the Public

No comments were offered.

III. Review and Approve Agenda

No amendments were made to the agenda.

IV. Consent Calendar

4.1 In the Matter of Approving a Notice of Intent to Apply for a Grant for North Albany Park – *Lisa De Graaf, Natural Areas & Parks*

4.2 In the Matter of Amending City of Corvallis' Comprehensive Plan to Include the City's Airport Master Plan – *Kristin Anderson, Community Development*

4.3 Decision by Clerk to Print and Distribute Voters' Pamphlets for Elections Held in Benton County – *James Morales, Records*

4.4 Appointment of Environmental Issues Advisory Committee Member David Smith as County Liaison to Corvallis Sustainability Coalition – *Laurie Starha, Public Works*

MOTION: Dixon moved to approve the Consent Calendar of February 16, 2016. Schuster seconded the motion, which **carried 3-0**.

Morales discussed the impact of a bill that affecting the reply by mail process; the bill also has a condition requiring the placement of ballot drop sites on college campuses. The changes to the

vote-by-mail system would have very little impact on the County because the increased costs would be paid for by the State and Benton County already has a ballot drop box on the OSU campus.

PH 1 In the Matter of a Public Hearing Vacating All of a 40 Foot Public Highway as Shown on Subdivision Plat Imperial Walnut Orchards – *Joe Mardis, Public Works*

Dixon opened the public hearing at 12:08 p.m.

Staff Report
Mardis stated that this petition was put forward by the owners, who have all signed the petition. The subject property has never had a road built on the right of way and all of the previously platted lots have been consolidated into a single EFU-zoned parcel; therefore there will be no future need for a road. The neighboring properties will not lose access and there is no future need for the County to retain the right of way.

Public Testimony
No testimony was offered.

The public testimony and public record portion of the public hearing was closed.

The public hearing was closed at 12:10 p.m.

MOTION: Schuster moved to approve vacate all of a 40-foot Public Highway as shown on subdivision plat Imperial Walnut Orchards, pursuant to ORS 368.326 to 368.341. Dixon seconded the motion, which **carried 3-0**.

V. Departmental Reports and Requests

5.1 **Discussion and Consideration In the Matter of Approving the Revised Fee Order for Community Development, Public Works and Environmental Health** – *Greg Verret, Community Development; Bill Emminger, Environmental Health*

Verret stated that in December the Board approved a change in fees for land use activities that was to go into effect on the go-live date of the new ePermitting software; however, the software roll-out date has been pushed to March 14, 2016. He asked that the Board amend the order to state that the updated fees will take effect no later than April 15, 2016.

MOTION: Dixon moved to approve the Order changing the effective date for identified fees in Community Development, Public Works and Environmental Health to the effective date of the ePermitting software system but no later than April 12, 2016. Schuster seconded the motion, which **carried (3-0).**

VI. Other

No other items were discussed.

VII. Adjournment

Jaramillo adjourned the meeting at 12:42 p.m.

Annabelle Jaramillo, Chair

Kevin Perkins, Recorder

* *NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*

CITY OF CORVALLIS
COUNCIL ACTION MINUTES
September 19, 2016

SUMMARY OF DISCUSSION

Agenda Item	Outcome
Executive Session 1. Status of employment-related performance Page 291	• FIO
Proclamation/Presentation 1. Proclamation: International Days of Peace 2. Presentation: Corvallis Housing First Men's Cold Weather Shelter Pages 291-292	• FIO • FIO
Community Comments 1. Men's Cold Weather Shelter Proposals (various) Pages 292-295	• FIO
Consent Agenda Pages 295-296	• Consent Agenda passed U
Unfinished Business 1. 2016-17 Men's Cold Weather Shelter Proposal 2. Pastega Property Comprehensive Plan Map Amendment Deliberations Pages 296-305	• Released funding to CHF this year; no funding next year unless shelter is relocated passed 7-1 • Tentatively approved subject to formal findings passed 5-4
Ordinances and Resolutions 1. Resolution accepting $84,343 grant to construct restroom at Willamette Park 2. Resolution for $45,930 supplemental budget appropriations transfer Page 306	• RESOLUTION 2016-33 passed U • RESOLUTION 2016-34 passed U
New Business 1. Proposed renaming of Shooting Star Trail to Betty Griffiths Trail 2. Review of Council Policy 2.09, "Mayor and Council Orientation" Page 306	• Renamed trail passed U • Approved Policy as recommended by staff passed U
Mayor's Reports 1. United Way Day of Caring 2. Distracted Driving Awareness Day 3. IC2040 booth at Fall Festival Page 307	• FIO • FIO • FIO
Councilor Reports 1. CATF public outreach (Baker) 2. Riverfront path, park insurance, 35th Street railroad crossing upgrades (Glassmire) 3. Comprehensive Plan unresolved issues list (Bull) Page 307	• FIO • FIO • FIO
City Manager Reports 1. City Manager's Report - August 2016 2. Council Goals Public Outreach Update 3. December City Council Meetings Pages 307-308	• FIO • FIO • Canceled 12/19 Council meeting passed U; scheduled 12/12 special Council meeting passed U

Glossary of Terms

CATF Climate Action Task Force; FIO For information only; IC2040 Imagine Corvallis 2040; U Unanimous

CITY OF CORVALLIS
COUNCIL ACTION MINUTES
September 19, 2016

Mayor Traber read a statement based upon Oregon law regarding executive sessions. The statement indicated that only representatives of the news media, designated staff, and other Council-designated persons were allowed to attend the executive session. News media representatives were directed not to report on any executive session discussions, except to state the general subject of the discussion, as previously announced. No decisions would be made during the executive session. He reminded Council members and staff that the confidential executive session discussions belong to the Council as a body and should only be disclosed if the Council, as a body, approved disclosure. He suggested that any Council or staff member who may not be able to maintain the Council's confidences should leave the meeting room.

Council entered executive session at 5:31 pm under ORS 192.660(2)(i) (status of employment-related performance) to discuss the City Attorney and Municipal Judge evaluations. The executive session adjourned at 6:24 pm.

PRESENT: Mayor Traber; Councilors Baker, Beilstein, Brauner, Bull (5:40 pm), Glassmire, Hann, Hirsch (6:22 pm), Hogg

ABSENT: Councilor York

I. CALL TO ORDER

The regular meeting of the City Council of the City of Corvallis, Oregon, was called to order at 6:31 pm on September 19, 2016, in the Downtown Fire Station, 400 NW Harrison Boulevard, Corvallis, Oregon, with Mayor Traber presiding.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

PRESENT: Mayor Traber; Councilors Baker, Beilstein, Brauner, Bull, Glassmire, Hann, Hirsch, Hogg

ABSENT: Councilor York

Items at Councilors' places included a letter from the Corvallis Sustainability Coalition regarding the International Days of Peace Proclamation (Attachment A), testimony from Maggie Cooper related to the men's cold weather shelter (Attachment B), and an e-mail from Kevin Fitzpatrick and staff memorandum regarding the Pastega Properties (Attachments C and D, respectively).

IV. PROCLAMATION/PRESENTATION/RECOGNITION

A. Proclamation: International Days of Peace

Mayor Traber read the proclamation, which was accepted by Valerie White.

Ms. White thanked the City for their support of this annual event. She added her appreciation for the sustainability efforts made by the City and Benton County.

B. Presentation: Corvallis Housing First Men's Cold Weather Shelter

Brad Smith, President of Corvallis Housing First (CHF), and CHF Board Members Judy Ball and Sara Power referred to the CHF follow-up materials included in the meeting packet. Mr. Smith said the two pivotal questions remaining after the September 6 Council meeting were related to: 1) who are the specific CHF partners and the characteristics of those interactions, and 2) what are the plans for the upcoming year. The follow-up materials included an outline of CHF partners and their respective relationships and activities. CHF is actively developing programs for the upcoming season, including the logistics of what, how, where, and when services will be provided. It will be a significant expansion of the services for this segment of the population. CHF will further refine expected behaviors and more actively enforce behaviors that are not acceptable. The intake selection process has been established and will be activated if Council approves funding the shelter this winter.

Councilor Hann commented that the materials appear to be a rough draft. He inquired as to how much time CHF would need to provide a more thorough plan to address community concerns. Mr. Smith responded that at the end of the September 6 Council meeting, it was not clear what Councilors were asking. The follow-up materials were a first response to Councilors' questions and additional clarity was needed to respond more thoroughly.

In response to Councilor Bull's inquiries, Mr. Smith said activities that occur outside of the shelter are considered if there is first-hand knowledge and it is clear an individual is in violation of the good neighbor policy. Second- and third-hand reporting of incidents is more difficult. Enforcement includes banishment on a gradual basis and varies according to the nature of the incident. Mr. Smith cautioned that once an individual is banished from the shelter, they remain on the street for that same period of time and are no longer under CHF control.

Councilor Hann expressed an interest in learning what other programs could be offered during the two-hour time gap when the shelter closed in the morning and when the Corvallis Daytime Drop-In Center (CDDC) opened.

Mr. Smith confirmed for Councilor Baker that CHF did not intend to not continue the shelter at its current location in subsequent years; however, it would be inappropriate to say it would never reopen at the current location. Ms. Power added that the partners are committed to finding another location for future years.

Councilor Glassmire encouraged CHF and their partners to begin planning for next year. Mayor Traber added that the Council shared in the responsibility.

V. COMMUNITY COMMENTS

Note: All Community Comments related to the Men's Cold Weather Shelter proposal.

Sami Al-Abd Rabbuh encouraged Council to make a decision now without further analysis. It was more important to get vulnerable people into homes and shelters, not just during severe weather conditions. Council should listen to the community and plan, but also act immediately. Abolishing poverty is part of the sustainability goals.

Fred Penning spoke in support of Mr. Megy's proposal to house veterans. He said it is the responsibility of everyone to find the best site for the cold weather shelter that did not encroach on good business. Councilor Hann noted the decision about the cold weather shelter did not negate Mr. Megy's proposal.

Jim Moorefield, Willamette Neighborhood Housing Services Executive Director, said previous discussions about the cold weather shelter included short-term and long-term solutions. Many chronically homeless people have disabilities and are protected under fair housing laws which cover all housing types, including shelters. Part of the discussion has been to potentially change various zones as they apply to homeless shelters. Any efforts to restrict homeless shelters to only industrial zones that do not allow residential uses as an outright or conditional use would be a violation of fair housing laws.

Councilor Beilstein said it is unlikely Council would create an obstacle to placing a shelter in a residential zone. He inquired whether establishing use in an industrial area that is specific for a shelter would violate fair housing laws. Mr. Moorefield explained it would be a violation if the code was amended to allow only shelters in industrial zones. What is acceptable to the public is only one criteria.

In response to Councilor Hann's inquiry, Mr. Moorefield said he was not sure how long it would take to provide a firm proposal with more detail. It was difficult to respond to general issues. The partners held many online discussions and a lengthy meeting ten days ago.

Andrea Myhre, Jackson Street Youth Services Associate Director, testified that this was the most significant collaboration of non-profit partners she has ever experienced. There has not been enough time to meet and understand all of the specifics. These long-term organizations are working with CHF because the issue is important enough to make a statement together without tasking one organization. This is a community issue. All of the partners are committed to continuing to seek ideas for making the shelter and surrounding neighborhood safe.

Councilor Glassmire supported the efforts of the partners. He expressed concern about the process and wanted it elaborated on, especially about what happens when something goes wrong.

Ms. Myhre clarified that the partners will be meeting on a regular basis and they recognize it is their responsibility to respond to issues that might arise.

In response to Councilor Hann's inquiry about when the partners will seek clarity about the ideas and suggestions forwarded from community members, Ms. Myhre confirmed the partners have discussed some of the ideas. Some suggestions were not best practice standards and many partners are mandated to follow best practices. The Housing and Urban Development (HUD) website includes information about how shelters should be managed. HUD prefers a low-barrier emergency shelter and mandating sobriety standards is not recommended. The partners will consider how to incorporate practices that are utilized nationwide.

Martha Lyon, Community Services Consortium Executive Director, explained that a harm reduction shelter does not include drug and alcohol treatment or any of the other services some of the partners provide. Harm reduction shelters are established to keep people alive during a cold night and to keep them out of the neighborhood. Some suggestions, such has filling the gap hours between morning shelter closure and CDDC opening are issues that can be considered with additional financing.

In response to Councilor Baker's inquiry, Ms. Lyon said many of the partner organizations plan to donate their time this year. There are no funds to provide security or to open the CDDC earlier. CHF has 1.5 full-time equivalent employees to perform check-in and complete the reporting that has been requested by Council. A significant amount of funding is needed.

Councilor Bull requested that the partners' volunteer hours be tracked so that data can be used to help determine funding if the model is continued.

Sara Power said the goal was to provide a safe place for people to stay at night when they do not have other housing options. CHF is not responsible for the behaviors of every homeless person in Corvallis. CHF can be responsible for the people in the shelter twelve hours per night, but they cannot be responsible for those outside of the building. CHF cannot act on a complaint without a police report. There are several hundred volunteers who make the shelter happen each year. The volunteers give up their evenings and nights with their families to keep the shelter open.

Paul Cauthorn noted CHF did not return with a more detailed plan of how to interact with other agencies as requested by Council. He predicted past performance would be the best indicator of future performance. The CHF presentation was based on trust and faith. CHF is not taking responsibility for the people they attract into the neighborhood. The issue was not to decide whether CHF opened this year. Rather, it was about allocating Community Development Block Grant (CDBG) funding reserved from the last funding cycle. CHF has the potential to open without the CDBG funding. Releasing the funds indicates the Council endorses CHF.

Councilor Hann said the Council is endorsing that they do not want people to die in the streets in the winter. That, along with how to move forward is what is being decided. He inquired about other needed elements to respond to neighborhood issues.

Mr. Cauthorn disagreed that people would die in the streets this winter if the City did not allocate funding. The improvement needed for the neighborhood is for CHF not to open at the 4th Street location.

In response to Councilor Baker's inquiry, Mr. Cauthorn explained that Mr. Ringo's data revealed people only stay at the shelter a few nights during an entire season. A select group of people stay on a regular, but not continual basis. Most of this population has camps or other places to stay. Churches can help those who really need assistance.

Jeff Megy agreed that there is a strong obligation to help the homeless. He challenged the Councilors to house two or three homeless individuals in their own neighborhoods to alleviate the issues being placed on one neighborhood. This would be a reflection of Council's allegiance to solve the issues. Individuals could be moved to different locations each night and the obligation would be spread across the community. Mr. Megy referred to his offer to help CHF commercialize their property and make income to help solve the issue. In his letter to Council (included in Attachment E), he refers to providing equipment, such as rated sleeping bags, mobile shelters, and other items the 160 homeless people who do not seek shelter would use every night. Sharing the burden as a community proves the intent of finding a solution throughout the community without placing the entire burden onto one small downtown neighborhood.

Councilor Bull said Mr. Megy's comments are consistent with other testimony about not concentrating services and issues. She agreed with the suggestion to embrace this as an entire community problem and not a single neighborhood problem.

Councilor Baker said there was an immediate need and decentralizing shelter needs was a long-term solution. He inquired about whether Mr. Megy's proposal to house veterans at the 4th Street location can be done in conjunction with the CHF proposal.

Mr. Megy said the housing program for veterans is eight months from opening. He will not initiate any housing in that location with the comings and goings of the homeless population. The real problem is what is happening in the neighborhood. If the property was transformed into veteran or other types of housing, it would lend itself to public investment and the tax base would increase. His proposal can house 16 to 20 veterans on both lots and potentially more if CHF invested.

Councilor Baker noted Council does not view Mr. Megy's proposal as an either / or in relation to the downtown shelter. Mr. Megy said if the City is obligated in writing or by zone changes to the shelter not opening in this location in the future, he will invest with purpose.

Jeff Hess said CHF's mission statement is to provide shelter for people who are not accepted by Community Outreach, Inc. (COI) for various reasons. The CHF mission statement does not include providing social services they were being asked to provide. CHF is trying to find a solution and fill a gap, which is commendable. The services CHF was being asked to provide can be contracted outside of the CHF organization. The City could contract with a private security company to provide increased patrols and with COI to provide the other services. Rather than insisting CHF develop the expertise and collaboration, let CHF provide safe housing and do not force them to be an institution they did not set out to be.

Gregg Olson, CHF board member, announced that it takes six weeks to get the shelter open from the date it is approved. November 1 was six weeks away so if a decision about funding was not made tonight, the opening would be postponed. Some of the first contacts made with this population are health assessments through collaboration with Samaritan Health Services.

Written testimony was provided via the Public Input Form by Jan Napack (Attachments F and G).

VI. CONSENT AGENDA

Councilors Hann and Hirsch, respectively, moved and seconded to adopt the Consent Agenda as follows:

A. Reading of Minutes
   1. City Council Meeting – September 6, 2016
   2. City Council Work Session – September 7, 2016
   3. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
      a. Economic Development Advisory Board – August 8, 2016

B. Schedule a public hearing at 7:30 pm on October 3, 2016, to consider recommended Comprehensive Plan Text Amendments to incorporate the 2013 Airport Master Plan as a supporting document to the Corvallis Comprehensive Plan (CPA15-3)

C. Schedule a public hearing at 7:30 pm on October 17, 2016, to consider a Comprehensive Plan Amendment related to Oregon State University (CPA13-1)

D. Acknowledgement of receipt of Majestic Theatre Fourth Quarter Report

E. Announcement of appointments to Community Involvement and Diversity Advisory Board (Wershow, Vignos, Schreiber)

F. Approval of an application for an Off Premise Sales liquor license for Saleem S. Noorani, owner of Cork & Bottle Shoppe, located at 935 NW Circle Boulevard (New Outlet)

The motion passed unanimously.

VII. ITEMS REMOVED FROM CONSENT AGENDA – None

VIII. UNFINISHED BUSINESS

A. 2016-17 Men's Cold Weather Shelter Proposal

Mayor Traber noted that shelter-related e-mails received by Council after September 6 were included with the minutes as Attachment E.

In response to Councilor Hann's inquiries, Police Chief Sassaman said if a security company was available to assist CHF and the neighborhood, and there was an incident, the security company would most likely call the Police Department to discuss a behavioral issue. If the issue rose to the level of criminality, the Police Department would respond. The security company would manage other behavioral issues. A staggered opening of the shelter might alleviate the problem of individuals congregating and/or heavily drinking alcohol just prior to the nightly opening.

Chief Sassaman clarified for Councilor Beilstein that it would be more expensive to add more resources to the Police Department for shelter security than it would be to hire a private company.

Chief Sassaman confirmed that the Police Department has a good working relationship with Benton County Mental Health. Officers understand that when someone is in a mental health crisis, the presence of a uniformed officer can sometimes exacerbate the issue. Officers count on mental health professionals to help defuse those situations.

Councilor Hogg said four years ago he proposed a Council goal to address homelessness. He was disappointed Council rejected the proposal from COI since it would have provided professional services and helped the homeless to better integrate into the community. Prior to any approval by Council, CHF needs to respond to the request made by Council, which was to address the concerns of the neighborhood. Many suggestions about appropriate safe guards were forwarded to the Council's public e-mail accounts and some were included in the meeting materials. CHF can incorporate these suggestions into their proposal. To simply vote for a proposal that did not include any of the safeguards Council requested is disrespectful to the families that live in the adjacent neighborhood. Councilor Hogg said he would not support a vote to fund the shelter until CHF returns with a proposal that addresses neighborhood concerns.

Councilor Glassmire noted that Council tentatively approved the CHF proposal subject to reporting to Council with a more detailed plan of how supporting agencies and CHF would work together and how people coming into the shelter would be vetted. The motion did not require CHF to address neighborhood concerns. Councilor Glassmire

clarified that he supports addressing the neighborhood concerns, but the Council did not ask CHF to do so.

Councilor Hann opined that it was the intention that within the collaboration with the other agencies, CHF would develop additional programming efforts or ask the Council for additional assistance, if needed, to address neighborhood concerns. He understands that CHF is not a rehabilitation facility and that the CHF's mission is to provide shelter. He agreed with Councilor Hogg that it would be irresponsible to the neighborhood to move forward without additional detail. The behavioral expectations are passive and not clearly defined. He supported holding further discussions with Mr. Smith regarding additional elements and potentially additional resources. Councilor Hann added that he was committed to the shelter opening on November 1 and rejected artificial schedules that take away from the discussion.

Councilor Bull was sympathetic to the statement that CHF was being asked to do things outside of its mission. She expressed hope that the Council can find ways to effectively support what was being proposed and simultaneously address the impacts on the community for this winter. She requested information about the financial impact of addressing the time gap between shelter closing and CDDC opening. In addition to security, there was also concern about neighborhood cleanup. It is the City's responsibility to figure out how to help address the impacts on the adjacent neighborhood. She supported trusting the professionals who have rallied to support this heavily supported community organization to address the issue with the best idea available now.

Councilor Beilstein opined that CHF was being burdened with many expectations for items that are not a part of their organization. The community appreciates that CHF has provided a service for many years in an effective manner. He understands the shelter location is a burden on the adjacent neighborhood. Every neighborhood has some burdens that are different from other neighborhoods. The City should find ways to ease these burdens; however, the burden on that neighborhood as a result of not having a shelter might be far worse than having a shelter in the current location. He supported releasing the funds to CHF to operate the shelter and the City's continued participation with the Housing Opportunities Action Council (HOAC) to find solutions to greater problems. It was a mistake for the City and CHF to state the shelter will never be opened in the current location after this winter. It may be the best location next winter. There was no value for the City to condition the release of funds to CHF.

Councilor Hogg noted that shelters in other cities have strict behavior rules enforced inside and outside of the shelter. There have always been homeless individuals in the community. Neighborhood conditions worsened and complaints began when the shelter opened at its current location.

Councilor Baker said there is a need to deal with whether the shelter will be located in the current facility in the future. If that issue can be resolved, the neighborhood and Mr. Megy will have certainty as to the future. CHF stated their intent that this be the last year at the current location. The community wants to provide shelter for the homeless and there can be a vision for the future as the community works together to find a solution. The current shelter location has become such an issue in the community that removing it from consideration as a future location could allow discussions to occur about future steps, providing services, and addressing related issues. He would prefer to

include a term related to the current shelter location. Additionally, Council could set aside match or challenge funding to ensure the importance of finding a solution for the future.

Councilor Brauner understood why CHF could not definitely state they would not use the current location in the future. If an alternative is not found, potentially the shelter will operate in the same location next year. The issue for the Council was what kind of funding the City could provide. He agreed that satellite-type housing was a good approach. It can be several locations that accept a few people or a rotating shelter that can accept many. With as many agencies concentrating their efforts on providing services with CHF, the shelter would not be operated as it has before. The Council has opportunities to show a commitment to not allow the shelter to operate in the current location next year. There are restrictions in zoning that only allow this type of housing in residential zones. Opening up industrial sites is an option as conditional use. He supports Council initiating a land use change that allows shelters in industrial zones and to make any shelter location in the downtown area a conditional use instead of a permitted use. That will help find alternative locations for shelter operations. In the meantime, the funds need to be released to CHF so they can move forward with planning. In response to comments about releasing additional funds, Councilor Brauner said the City has already provided funds to help address the issue by allocating money to help build a long-range plan with Benton County.

Councilors Brauner and Bull, respectively, moved and seconded to release the homeless shelter funding for this year to Corvallis Housing First.

Councilor Hirsch said he could not support the motion because he made a commitment to the neighborhood to not allow the shelter at the current location after this winter. That condition should be part of the motion, which may create some urgency for additional collaboration. He would prefer to see a commitment from CHF for additional boundaries and more enforcement of the guidelines for those staying at the shelter. He would support a motion to release the funding if it included not allowing the shelter at the current location after this winter.

Councilor Hann said he was not asking CHF to change their programming. He had hoped they would return to Council with a plan to stagger the intake hours or request additional funding to expand shelter hours to fill the gap of time between shelter closing and CDDC opening. He was disappointed that only an outline of programming without detail was submitted. Council may be able to address maintenance of the neighborhood and additional security separate from CHF funding. Although he appreciated the many hours the partners have spent in meetings and collaborations, the neighborhood has spent thousands of hours in the last four years cleaning up, contacting law enforcement, meeting with their Councilors, and preparing documents to try to resolve this issue. There needs to be a better conversation with CHF about why they believe the additional issues the City wants them to consider will not work.

In response to Councilor Baker's inquiry, City Attorney Brewer explained that the Council could initiate a land use change that would require CHF to go through the land use process if they wanted to locate the shelter in the same location next year. The shelter is currently operating under a temporary use permit. The Council could add some guidelines about what is allowed under a temporary use permit. Fair housing issues would need to be considered. All of the residential zones in the city have the possibility

of group housing and some allow congregate care housing as a conditional use. Council did not have the authority to tell CHF they cannot operate a shelter in the same location next year. Council can express their intention not to fund a shelter in that location, but that decision would be up to the next Council.

Councilor Baker clarified for Mayor Traber that he was not considering an opportunity for CHF to sign an agreement with the City to not locate a shelter in the same location next year; however, it could be an alternative. He said he wanted to support the motion, but also shared Councilor Hirsch's concerns about not stipulating an end to operating the shelter in the current location. Land use changes can be challenging. He suggested the Council provide direction regarding the temporary use permit by stating it did not anticipate approving the permit at this location in the future.

Councilor Brauner did not believe a solution of how to stop CHF from using the same location next year could be part of the motion. The intent is that the City will look at solutions to not allow the shelter to operate in the current location in the future. The Council has tools they can use over the next six months to find other possible locations for the future. The Council may choose to provide additional funding to help with neighborhood solutions such as cleanup and security. There is no incentive for CHF to work toward this type of planning if there is no decision about funding.

Councilor Bull stated support for the motion with the expectation that the City receives information about the cost for neighborhood cleanup and funding required to open the CDDC when the shelter closes in the morning. She was also interested in learning about a specific program to monitor behaviors.

Councilor Glassmire inquired whether a joint working group involving the social service agencies and the neighborhood was probable. The situation had become very contentious; however, the City could consider spending funds to facilitate this if the groups were willing to try to work together to develop solutions.

In response to Councilor Hann's request to obtain CHF feedback, Mr. Brewer explained that the Council could table the motion, withdraw the motion, or set aside the motion to invite someone from the audience to discuss the issue further.

Councilors Hann and Hirsch, respectively, moved and seconded to table the motion until later during the meeting. Based on a roll call vote, the motion passed seven to three with Councilors Baker, Beilstein, and Brauner opposing.

Mayor Traber recessed the meeting from 8:26 until 8:36 pm.

B. Pastega Property Comprehensive Plan Map Amendment deliberations

There were no declarations of conflicts of interest. Mayor Traber declared a joint ex parte contact for the entire Council via an e-mail received from Kevin Fitzpatrick (Attachment C). There were no declarations of not being able to remain fair and impartial after receiving the e-mail. When Councilor Hirsch returned to the meeting at 8:39 pm, he confirmed that he did not have a declaration of conflict of interest, and could remain fair and impartial after receiving the e-mail from Mr. Fitzpatrick. Councilor Bull declared a site visit stating that she drove around the area to look at the surrounding

properties. There were no rebuttals to the declarations or disclosures, including the e-mail that was inadvertently entered into the record.

Mr. Brewer announced that copies of the e-mail from Mr. Fitzpatrick were available in the back of the room. The e-mail referred to decibel levels from the warehouse at the Corvallis Pepsi Plant facility.

There were no objections on jurisdictional grounds.

Associate Planner Amiton noted that the meeting materials included responses to questions posed by Councilors before or during the public hearing. An additional question posed by Councilor Glassmire was responded to by staff in a memorandum left at Councilors' places (Attachment D).

Mr. Amiton responded to additional questions:

- The Environmental Protection Agency has studied various land uses and noise generators in terms of decibel levels and the applicant provided some decibel information after the close of the public hearing.
- Early last year during an informal conversation, the Economic Development Manager did not express concern about this application and specific site as it related to economic development in the community.
- The boundary area setback within the General Industrial (GI) zone was not less than 100 feet from any residential, Agricultural-Open Space, or Willamette River Greenway property line. Capitalizing "Agricultural-Open Space" and "Willamette River Greenway" references those areas as zones. Staff interpreted 'residential' as similar in kind, so it was in reference to zone, not use.
- On this application, it would not matter whether it was "zone" or "property" to meet the 100-foot setback requirement. The setback could potentially influence the GI developments to the west on the other side of the Mixed-Use Employment (MUE) zoned property. Neither interpretation would trigger the 100-foot boundary area setback within GI because it was further back than 100 feet from the subject site.
- The MUE property was not subject to this Council decision. The Council was only considering the low-density residential property between the MUE and adjacent residential development to the east.

Councilors Hann and Brauner, respectively, moved and seconded to tentatively approve the proposed Comprehensive Plan Amendment (CPA14-3), based on the recommendation from the Planning Commission and staff, and based on findings presented by the City Council during its deliberations, subject to the adoption of formal findings at a subsequent City Council meeting.

Councilor Glassmire was not opposed to residential development on the site; however, the City was in need of high-density residential development, not lower density. He stated intent to oppose the motion.

Councilor Hirsch said, although he would like to support the Pastega family and the motion, he was concerned about the businesses around the area. He would not support the motion.

Councilor Baker stated that the public hearing testimony received by representatives of the two surrounding businesses swayed his decision to oppose the motion. He supported more residential development in the city, but respected the businesses already located in the area.

Councilor Hogg would oppose the motion based on his concern for the two existing businesses and their considerable financial investment in their property. There was no protection for them from the City's noise ordinance and they were at risk for complaints issued, which could potentially cause them to close their businesses.

In response to Councilor Bull's inquiry, Mr. Amiton clarified that if the Comprehensive Plan (CP) Amendment was approved and the low-density residential property was built to code, there would be no public process in which to place conditions. The MUE property adjacent to the subject property included a non-residential Planned Development Overlay that would require a public process, which could include compatibility concerns.

Councilor Hann shared the concerns for the two businesses, but did not believe it was a criterion the Council could use to make a decision and, therefore, it could not be upheld. The applicant had met the criteria. Voting against the CP Amendment placed the Council into a position of defending that decision. Councilor Brauner agreed.

Councilor Baker said the potential for forcing neighboring businesses to relocate outweighed the benefit. It also sent a negative message to future business. He understood that when the public hearing was closed, the record was also closed, even though the Council asked for the decibel information from Mr. Fitzpatrick. He requested that it be clear in the future to the Council and the applicant about providing information after the record was closed.

Councilor Bull said the CP reflects community values and should address these issues. Although it was not a typical land use decision, the Council was frequently asked to amend the CP. A CP Amendment is a subjective decision made by the Council about what was best for the community, whether the proposal was needed, and if the proposal met the need. The Council should not fear an appeal of a CP Amendment. The proposal included residential and MUE, which was a good transition between GI and residential. What existed in this area was a good example of high-quality affordable housing and the proposal was a good neighbor for what was already located in the area. The Council heard that the property had not been a desirable GI location for development. Under the proposal, the property could be developed in a way that was sensitive to the existing industrial uses and as a benefit to the existing adjacent residential uses. She would support the motion.

Councilor Hirsch said compatibility was a legitimate decision making tool. As subjective as it may be, the proposal was incompatible with existing businesses.

Councilor Brauner added that testimony from the businesses during the public hearing was related to previous experiences that forced them to move to another location. The Planning Commission took into account buffering between residential and MUE and the two existing businesses located in the GI. His decision to support the application was balanced by the oversupply of GI property and undersupply of residential zoning.

Councilor Beilstein said the proposal was the best use of the property. Through the Buildable Lands Inventory Urbanization Report and the work of the Housing Development Task Force (HDTF), this type of development was being recommended by HDTF – rezoning the oversupply of GI to residential zoning. A major factor in the cost of housing in Corvallis was the availability of buildable land. Unless something could be done to increase the availability of buildable land for development, there would continue to be expensive housing in Corvallis. The compatibility issues were not significant and could be nonexistent. He agreed that the community needed high density residential land, but not approving the CP Amendment would not add to the availability of high-density housing.

Councilor Baker noted that the business owners did not provide testimony to the Planning Commission. Corvallis needed additional housing; the question was where it should be developed.

Based on the following roll call vote, the motion passed five to four with Mayor Traber placing the tie-breaking vote:
Ayes: Brauner, Bull, Beilstein, Hann, Traber
Nays: Hogg, Baker, Hirsch, Glassmire

Mayor Traber announced that Council would consider the findings at a subsequent City Council meeting.

A. 2016-17 Men's Cold Weather Shelter Proposal – continued

Councilor Hann requested CHF provide more details about neighborhood issues and other concerns.

Mr. Smith responded to the following previously mentioned concerns:

Behavioral Expectations – Expectations are posted in the shelter. Individuals using the shelter know the expectations and that there would be consequences for not complying. Uniform consequences are not always possible to enforce with this diverse group of people. Behavioral consequences are adjusted to the individual, the time, the place, and the circumstance. Additionally, CHF has little control over what happens outside of the shelter unless there is first-hand knowledge.

Staggered Opening – CHF will be using the vulnerability assessment tool that was included in the meeting materials. The intent of this screening tool is to identify the most vulnerable members of the population prior to the start of the season. The goal is to provide an earlier entrance time to the shelter for the 15 to 20 most vulnerable individuals that would likely utilize the shelter for the majority of the season. The shelter would allow these men to enter at 6:00 pm instead of waiting until the 7:00 to 8:00 pm opening.

Security – CHF monitors activities of the men in and around the shelter with a complex video system that includes seven cameras that continuously record. Films are kept for three days. If CHF receives a report that there has been inappropriate activity, CHF staff review the films so that decisions are based on evidence and not hearsay.

Morning Release – The shelter is not a lock-down facility. People are not allowed into the shelter after 8:00 pm. If individuals leave before the morning release time, they are

not allowed back into the shelter. Some individuals have jobs that start early requiring them to leave the shelter before it closes for the day. CHF does not have funds to staff the shelter past 7:00 am. Council could investigate increasing access to CDDC. It would be better for individuals needing the shelter and the neighborhood if CDDC could be open for longer hours.

Outreach – CHF did not have funds to address behavioral issues occurring in the neighborhoods. CHF did not have funds for a full-time or part-time behavioral councilor working with individuals as they are entering and/or leaving the shelter. This is a highly valuable function, but not within capacity at this time.

Community Meetings – CHF welcomed a monthly interactive discussion with the neighborhood if it focused on what more could be done that is productive and specific to make the interaction between the individuals using the shelter and the neighborhood better. CHF was happy to make changes that are within its capacity.

Ms. Power added that CHF responded quickly to issues that arose last year. A port-a-potty was installed after a concern was received about the lack of restroom facilities while individuals were waiting for the shelter to open. A complaint about individuals congregating on the car wash property resulted in a fence installation the following day.

Mr. Smith and Ms. Ball responded to additional inquiries:

- Gaps that need consideration include funding a security presence and an outreach provider who can work with the people who are congregating when the shelter opens and closes. The underpinning issues for many of the individuals using the shelter are drugs and mental health, and the physical health challenges that go along with those issues.
- The previous professionally mediated interactions included two CHF individuals and two individuals primarily involved in legal actions against CHF. There were a variety of reasons why the discussions were not productive. There was no lack of desire on the part of CHF for those discussions to be productive. To ensure future community meetings are less contentious, it would be helpful if the participants who represent the neighborhood could work with CHF to help form solutions that are collaborative. One solution could be to have various people, such as Councilor Hogg, function as moderators during community meetings. It was CHF's intent to make the community interactions productive.
- It was desirable to extend CDDC hours in the morning and evening. Costs to accomplish that were unknown at this time.
- Although it was the intent of CHF to not operate the shelter at the current location after this winter, it would be inappropriate to make that a definitive statement.
- There are enormous logistical and financial management issues related to a dispersed shelter model.
- Proposed funding provided by the Council would not cover all shelter expenses. Serious fundraising would need to occur to help with the remaining financial needs. To begin the intake assessment process, CHF needed the Council to release the funding.
- There was a lack of clarity of what CHF would be evaluated on in the future. Beyond the monthly CDBG reporting, what else was the Council looking for, when did the Council want it, and to whom is it given?

- The six-week prep time to open the shelter was a real number; opening logistics are substantial.
- The CHF proposal was different from previous proposals. There are true partnerships between CHF and other agencies in an attempt to be successful and respond to issues.

City Manager Shepard said, although the discussion had been productive, the focus was on funding for the shelter. There were many questions about the future and what more the City could do related to security, additional hours, and other concerns. Those issues can be dealt with after the Council decides about shelter funding. One of the biggest issues related to the CHF proposal was understanding how behavioral issues are addressed. Attachment 3 of the CHF meeting materials, Guidelines for Guests, included passive language such as "may" or "can." There is no specific consequence for every offense. Perhaps not every offense should be treated the same; however, some clarity on definitive rules and consequences would show a commitment to behavioral issues. CHF could report on the number of violations at the end of the season. Mr. Shepard agreed that CHF cannot deal specifically with people when they are outside of the shelter and the City should not ask them to do so. CHF could task some individuals using the shelter to pick up trash within a two-block area around the shelter before they leave for the day. There could be a commitment to hold at least monthly neighborhood meetings and provide minutes of those meetings to Council at the end of the season. Mr. Shepard added that Council should consider whether the City will fund CHF this year and identify a few small items Council could require of CHF that are within their capacity. Additional funding and long-term solutions can be discussed after this initial consideration.

Councilor Beilstein said the shelter was not a City shelter and the City's contribution was small. This was a community effort to provide services the City was not able to provide. CHF was attempting to improve their services and it was not Council's business to tell them how to do it. The City funds 20 different agencies without putting conditions on those funds. CHF would continue to provide a better quality service if they can. They cannot be conditioned to perform as if they are City staff.

Councilor Bull said there was no right to be served by the shelter. A mechanism can be adopted to deal with behavioral issues at the shelter and in the neighborhood. Neighborhood meetings should include discussions about behaviors. A program to have shelter guests help clean up the neighborhood would be welcome, but there may be no way for staff to monitor that program.

Councilor Baker preferred that CHF provide certainty that the shelter would not operate at the 4th Street location in the future. The Council needed to send a message to the community to address neighborhood concerns and assist CHF with their mission and planning.

Councilors Baker and Hirsch, respectively, moved and seconded to amend the motion to release the homeless shelter funding for this year to Corvallis Housing First, and pass a resolution that states the City will not fund the shelter in its current location after this winter and will pursue other options with the community for providing the continuum of care.

Councilor Hann preferred a motion separate of the funding. The Council could limit the number of years the temporary use permit was allowed or take other avenues to address the issues. He would not support the amendment.

Councilor Brauner supported the community working together toward other opportunities and the intent to not provide funding in future years if the shelter operated in the same location; however, the proposed amendment placed the Council above supporting the efforts of CHF and other organizations.

Councilor Baker clarified that the second part of the motion was to reiterate that the Council was participating with HOAC and other programs. The intent was not to change the Council's leadership role.

Councilor Bull agreed that there were better ways to address how the City would pursue other options. She said it was not adequate to defer to the other organizations as the issue is physically in Corvallis. The Council could take a leadership role in finding a better location for the shelter.

Councilor Hogg stated support for the amendment. It was important for the neighborhood to know that this was the final year for a disruptive program in their neighborhood. The amendment provided clarity for everyone in the community.

Based on the following roll call vote, the amended motion failed four to five with Mayor Traber casting the tie-breaking vote:
Ayes: Hogg, Baker, Hirsch, Glassmire
Nays: Brauner, Bull, Beilstein, Hann, Traber

Mayor Traber said the commitments included in the amendment were important for the Council to make, but they should not be tied to the funding motion.

Councilor Hogg said he would vote against the motion because there were no definitive rules of how violations would be treated to address behavioral issues, there was no commitment the shelter would not open again at the same location next year, and it was not clear that there would be any different results of neighborhood meetings than what has previously occurred. He anticipated that behaviors and results would be the same as they have been for the last four years. It was not in the City's interest to fund a program that was disruptive without clear guidelines in place that would result in a different outcome.

Councilors Brauner and Glassmire, respectively, moved and seconded to amend the motion to release the homeless shelter funding for this year to Corvallis Housing First and not fund a shelter at the current location after this year.

Councilor Beilstein said he would oppose the motion since the next Council could overturn it. This Council could not make decisions about what the social service allocations might be next fiscal year.

Based on a roll call vote, the amendment passed six to two with Councilors Beilstein and Hann opposing.

The main motion, as amended, passed seven to one with Councilor Hogg opposing.

IX. ORDINANCES AND RESOLUTIONS

A. A resolution accepting a grant in the amount of $84,343 for the purpose of constructing a restroom at Willamette Park

Mr. Brewer read the resolution. Councilors Hirsch and Baker, respectively, moved and seconded to adopt the resolution.

RESOLUTION 2016-33 passed unanimously.

B. A resolution for a supplementary budget amount of $45,930 to increase transfer appropriations in the General Fund and move all vehicle/equipment reserve balances to the Vehicle and Equipment Reserve Fund

Mr. Brewer read the resolution. Councilors Hirsch and Hann, respectively, moved and seconded to adopt the resolution.

RESOLUTION 2016-34 passed unanimously.

X. NEW BUSINESS

A. Proposed renaming of Shooting Star Trail to Betty Griffiths Trail

Councilors Hirsch and Brauner, respectively, moved and seconded to rename Shooting Star Trail to Betty Griffiths Trail. The motion passed unanimously.

B. Review of Council Policy 2.09, "Mayor and Council Orientation"

Councilor Bull requested the following changes for the next review:

- Purpose – add guidance on how to be effective
- Guidelines e. – identify the participation

City Recorder Holzworth explained that the policy was reformatted to current City standards. She worked with Council President York on preliminary proposed changes, and then requested feedback from the full Council. The intent of the amendments was to simplify the policy and clarify the different sessions that would be offered for orientation and at the stages of being a prospective candidate, council candidate, and councilor-elect.

Councilors Brauner and Hann, respectively, moved and seconded to amend the policy as recommended by staff.

Councilor Brauner suggested that Councilor Bull provide specific language to staff so her suggestions can be considered at the next policy review.

The motion passed unanimously.

XI. MAYOR, COUNCILOR, AND CITY MANAGER REPORTS

A. Mayor's Reports

Mayor Traber announced that Friday, September 16, was United Way Day of Caring. Downtown landscaping received substantial work and a City team did interior painting at the Arc of Benton County.

Mayor Traber received a request to proclaim September 20 as Distracted Driving Awareness Day. Although the request was received too late to be included in the meeting materials, he urged the audience to be aware of this serious issue.

Mayor Traber reminded Councilors they were invited to participate in the Imagine Corvallis 2040 booth at the Fall Festival.

B. Councilor Reports

1. Task Force Updates

   Councilor Baker announced that the Climate Action Task Force held three public outreach meetings. On September 27, the task force will review the public comments and move toward development of the draft Climate Action Plan. The item was for information only.

2. City Council Three-Month Schedule

   The item was for information only.

3. Other Councilor Reports

   Councilor Glassmire noted that friends visiting from Portland specifically complimented the Riverfront path.

   Councilor Glassmire said that the liability insurance the City requires for park events was considerably more expensive than he anticipated. He commended staff for the recent upgrades to the 35th Street railroad crossing.

   Councilor Bull requested that the list of unresolved issues related to the CP be provided to Council at the September 20 work session for the discussion related to the OSU-Related Comprehensive Plan Amendments. Mayor Traber clarified that the purpose of the work session discussion was to identify what other materials Council needed. Councilor Bull noted that there was no timeline for CP Amendments.

   The items were for information only.

C. City Manager Reports

1. City Manager's Report – August 2016

   The item was for information only.

2. Council Goals Public Outreach Update

   Public Information Officer Rollens said the updated summary included in the Council meeting packet represented a lot of work by many people over several months. Every time feedback was requested regarding the Imagine Corvallis 2040 plan, the results far exceeded the consultant's expectations. Corvallis routinely provided 800-900 responses per survey. Other similarly sized Oregon communities resulted in 200-300 responses. The item was for information only.

3. December City Council Meetings

   Councilors Hirsch and Hann, respectively, moved and seconded to cancel the December 19, 2016, regular City Council meeting. The motion passed unanimously.

   Councilors Hirsch and Hann, respectively, moved and seconded to schedule a Special City Council meeting on December 12, 2016. The motion passed unanimously.

XII. ADJOURNMENT

The meeting adjourned at 10:16 pm.

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY RECORDER

CORVALLIS sustainability COALITION

Working Together to Create a Sustainable Community

P.O. Box 2310, Corvallis, OR 97339
www.sustainablecorvallis.org

ENGAGED PARTNERS

Champions
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Chris & Kate Mathews
Ralph & Marge Alig
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Sustainers
Block 15 Brewing Company
Cliff & Gay Hall
David Eckert & Annette Mills
David Wells
First Congregational - UCC
Jack & Elizabeth Elder
Jason & Kristin Bradford
Jeff & Maureen Kinevey Gump
Peter Greenberg
Peter Stoel & Karen Josephson
Phil Sollins
Scott & Chris Newsham

Supporters
Audubon Society of Corvallis
Barker-Uerlings Insurance, Inc.
Blackledge Furniture
Brandon Trelstad
Carol & Ken Trueba
Cindee Lolik
Corvallis Radiology
Corvallis Waldorf School
Dan & Virginia Shapiro
Dave Persohn
David & Linda Smith
Don Alan & Roberta Hall
First Alternative Co-op
Gathering Together Farm
Good Samaritan Regional Medical Center
Janet Throop
Jeanne & Richard Raymond
Jim Davidson & Valerie Caldwell
Kari & Pieter van Zee
Kathy Brewer
Laureen Hodges Urey
Lauren Burkum
League of Women Voters of Corvallis
Lee & Suzanne Lazaro
Loma Hammond
Marie Long
Marilyn Henderson
Mike Beilstein
Pat & Betty Malone
Richard & Rosalie Clinton
Rochelle Murphy
Town & Country Realty
Valerie White

September 19, 2016

Mayor Biff Traber and Members of City Council
City of Corvallis
501 SW Madison Avenue
Corvallis, OR 97333

Dear Mayor Traber and Members of City Council,

The theme for this year's International Day of Peace on September 21st is "Sustainable Development Goals: Building Blocks for Peace." The 193 Member States of the United Nations unanimously adopted 17 Sustainable Development Goals at an historic summit of the world's leaders in New York one year ago. As noted on the United Nations website, "The Sustainable Development Goals are integral to achieving peace in our time, as development and peace are interdependent and mutually reinforcing."

Not surprisingly, many of these goals and suggested actions mirror the action areas being addressed by the Corvallis Sustainability Coalition, such as economic vitality, energy, waste prevention, water, and health and well-being. Coalition volunteers and many of our partner organizations, including the City of Corvallis, have been working hard to advance the creation of a sustainable community.

The UN's last Sustainable Development goal, Partnerships, is what the Coalition is all about: working together to create a community in which the needs of the present are met without compromising the ability of future generations to meet their own needs. As the City Council moves forward on its current goals, particularly the Vision 2040 Plan and the Climate Action Plan, community partnerships will be more important than ever.

We are pleased that the Alternatives to Violence Team of the First United Methodist Church of Corvallis is sponsoring the "Pinwheels for Peace" event this Saturday, September 24, to recognize and celebrate the International Day of Peace and the Sustainable Development Goals. We encourage your support of this event and urge all who care about the future of our community and our planet to participate.

Sincerely,

Annette Mills, Facilitator
Corvallis Sustainability Coalition

The Corvallis Sustainability Coalition is a 501(c)(3) nonprofit organization.
Our federal tax identification number is 27-1003508.

CORVALLIS PHYSICAL THERAPY
230 SW 3RD STREET, SUITE 212
CORVALLIS, OR 97333
(541) 257-2432

In my comments to City Council 09-06-16 I asked that City Council provide oversight to CHF through conditions/stipulations that would lead to a more workable and balanced situation for everyone involved. Afterward, I offered to forward some suggestions and was readily taken up on my offer. These are the ideas I and my associates wish to put forward.

When I listen to others and myself complain about the Men's Emergency Shelter managed by CHF the word **accountability** comes up in every conversation and almost every paragraph. Criticisms that CHF leaves others to pick up after their messes, sets their clients loose every day without even attempting to keep them out of other people's businesses and yards around their homes. Their clients experience no consequences for illegal, inappropriate or harmful behavior. CHF certainly has never offered to re-imburse neighbors for damages or even participate in the clean-up to my knowledge. The other phrase that comes up in every complaint is that once CHF becomes aware of a problem they **deny ownership** or **fail to follow through.** While CHF is performing a community service in providing shelter to the homeless, the businesses and neighbors became 24/7 unwilling participants in this charitable endeavor when CHF purchased the property making plans for a mega-shelter without community input of any kind.

Accountability between groups requires clarity, agreement and consequences. Once all parties involved understand the rules that guide decisions and agree to these rules, accountability becomes clear. In that vein I would:

1) Request that City Police present clear and specific information to CHF, neighbors and businesses that makes it clear:
   a) where can the homeless legally spend their time?
   b) where can the homeless not legally spend their time?
   c) how does the SRN work and what behaviors does it include?
   d) when should the police be contacted?
   e) what are annoying but not actually illegal behaviors?
   f) what responsibilities do the businesses and neighbors have?

2) Before CHF volunteers leave in the morning after their shift they would do a sweep of the 2-3 blocks around the shelter in all 4 directions to pick up after the homeless; garbage, forgotten stuff and fecal matter. Urine would be rinsed off buildings. Not the whole area every day but the whole area every 4-5 days. Benton County Public Health could train them to safely dispose of human waste as all of us have had to learn how to do.

3) We agree completely that closure of the shelter should be delayed until the Day Time Drop In Shelter opens and absolutely until the school kids have left the neighborhood. No more standing in a group yelling sexual suggestions to school girls waiting for the bus.

4) CHF educates the homeless staying in the shelter about where they can go. We recommend a zero tolerance for illegal behaviors so that trespass into business properties including parking lots or trespass onto private property. These actions should be grounds for a warning, maybe two (as

this is the first year) but then eviction. Eviction could be either permanent at the beginning or over increasing lengths of time concluding in permanent eviction. Being homeless is not an excuse for harming others or their property.

5) CHF educates people staying at their shelter about acceptable behaviors. The Good Neighbor Policy developed by Bethlehem Inn provided to Council by Mr. Ringo is wonderful; you can only visit businesses as a customer, you cannot hang out in front of a business while waiting for the shelter to open. No specifics just "if you are causing problems for local business you will be evicted and evicted means you can never return". Certainly makes it straightforward, easy to understand and remember. We can expand this to include neighboring homes. The nuisance ordinance also has an entire list of behaviors. Again, a zero tolerance for troubling behavior. CHF is required to give this information to everyone who stays at the shelter, post it prominently and follow up/review/remind each person weekly. This would be part of their monthly reporting to City Council.

6) Given this rebellious population and their alcohol/drug fueled thinking, education alone into better behavior will not be sufficient. Education must be accompanied by enforcement. We believe that CHF will have tremendous difficulty following through with enforcement and should be required to develop a policy, that policy should be approved by Council and then aided/supported by City Council to set limits and boundaries through the oversight process.

7) Have CHF assign a board member/employee/experienced volunteer to carry a beeper during thehours the shelter is closed 7 days/week. That number would be provided to 100% of the neighboring businesses and homes within a 5 block radius and to the neighborhood association groups and Ward Councilor. When one of the homeless is acting out but not breaking the law neighbors and businesses could call, the person carrying the beeper would then promptly (within 30 min) come to that location; remind the homeless person of where they can legally be and that they are not to harass the neighbors. Having a member of CHF deal with these nuisances instead of the neighbors seems fair, after all this is their charitable project not that of the neighbors. It might also provide them with some feedback/insight into the problems that generate criticism from their neighbors. It will also cut back on Police costs as the number of calls to CPD could be decreased.

The calls that CHF receives, what actions they took and did resolve things for the neighbors would be part of CHF's monthly report to City Council.

8) CHF, proximate businesses, neighbors and CPD will <u>all</u> make monthly reports to City Council. Neighborhood associations and businesses will report about problems that have arisen, once notified how long did it take for CHF to arrive, what did they do about the problem and was the neighbor/business satisfied with the solution. Ignored problems or very late responses will be considered as failures of responsibility by City Council. CHF will report on problems encountered, solutions delivered and attempts to make the situation right. Numbers of calls, types of calls and resolutions in from businesses/neighbors and CHF should roughly match to keep everyone honest. CPD will report on all call they are involved in and the approximate costs.

9) City Council then disperses partial funding based on success. Success will be measured by did CHF control/ameliorate the impact of the shelter on its neighbors at a percentage that might start low but will rise to something reasonable; say 80-85% success in the above described parameters.

These are the conditions we believe might balance the situation that seems to be on a trajectory

toward even great divisiveness that what we are currently experiencing.

In a final note about this trajectory between the neighborhood homes/businesses and CHF: in addiction treatment centers there is a saying that **"If nothing changes...then nothing changes".**

It is our belief that as long as City Council agrees (reluctantly) to the downtown location other shareholders in this process will not step forward. The County will continue to be uninvolved in location of the shelter and allow the City to carry the majority burden. Groups having a scattered site available will not feel compelled to step forward because a solution already exists. Other neighborhoods will continue to advocate that the shelter is both required and needs to stay precisely where it is. The blight Councilor Bull spoke of fearing will worsen. An offer of permanent, affordable housing for veterans will evaporate; sober men who served our country. We believe that this is a time for leadership, making a right but inconvenient/uncomfortable choice. We strongly urge City Council to make this the very last year for this downtown location thereby tipping the balance toward others who would then be in a position to step forward and get involved in what is a community responsibility, not a neighborhood one.

Respectfully submitted,

Maggie Cooper, PT

Maggie Cooper, MS, PT

Holzworth, Carla

From: Holzworth, Carla
Sent: Thursday, September 15, 2016 3:02 PM
To: Mayor and City Council (External Website Publishing)
Cc: Shepard, Mark; Bilotta, Paul; Amiton, Rian
Subject: PUBLIC INPUT: PASTEGA PROPERTIES FOLLOW-UP

-----Original Message-----
From: City Manager
Sent: Thursday, September 15, 2016 2:48 PM
To: Holzworth, Carla <Carla.Holzworth@corvallisoregon.gov>
Subject: Public Input Submission

Submission information

Time to take the survey : 9 min. , 22 sec.
Submission recorded on : 9/15/2016 2:48:25 PM

NAME/ADDRESS: Kevin Fitzpatrick, 2636 NE Belvue St, Corvallis

TOPIC: Pastega Properties

MEETING DATE: 9/19/2016

In answer to a question that was asked during my testimony on 9/6 regarding decibel level from our warehouse:

We do not have specific data for our Corvallis facility however like facilities decibel levels range from 97 to 104 decibels. If the city would like us to complete a formal study on the facility we could arrange to have on preformed.

Thanks

kevin.fitzpatrick1@pepsico.com

Disclaimer: This e-mail message is a public record of the City of Corvallis. The contents may be subject to public disclosure under Oregon Public Records Law and subject to the State of Oregon Records Retention Schedules. (OAR:166.200.0200-405)

MEMORANDUM

DATE: September 19, 2016

TO: City Council

FROM: Rian Amiton, Associate Planner

SUBJECT: Staff responses to additional City Council questions **(Pastega, CPA14-3)**

In the packet for Council's September 19, 2016 deliberations, City staff provided written responses to several questions that were posed by City Councilors either via email or at the September 6 Public Hearing. Below is one additional question submitted by Councilor Glassmire via email after the publication of the packet, followed by a written response from Public Works Engineering – Development Review staff.

At the September 6 Council meeting I heard Lyle Hutchens explain that the application specified RS-6 zoning because the city infrastructure (water, sewer, storm drains, and transportation, I think) were adequate for RS-6 development. If you have time, could you estimate the effects on city infrastructure of higher-density development (RS-9 or RS-12)? Numeric estimates would be good, but even qualitative estimates would help. (Glassmire)

In the application, traffic analysis and utility calculations were evaluated as one site with 6 acres proposed as general industrial (zoned MUE) and 5.1 acres proposed as low density residential (zoned RS-6). For traffic, it is difficult to separate one part of the application and determine the impact without rerunning the intersection analysis for the site as a whole.

Traffic: The traffic analysis performed by the applicants traffic engineer evaluated the impacts of the development as a whole on the surrounding intersections. The traffic study assumed 30 units for the 5.1 acres and a total of 30 PM peak hour trips (single family homes). RS-12 with 20 units per acre could have up to 102 units. Based on ITE estimated rates for apartments, 102 units could generate approximately 62 trips in the pm peak hour, or about 3 times the trips of the RS-6 zone. While the level of service for the intersections are acceptable based on the existing proposal, without a revised analysis it cannot be determined with certainty the impact of an additional 40 trips. The north bound movement at the intersection of Belvue and Walnut was estimated to be LOS D (minimum

acceptable level of service) in the planning horizon year of 2036, the rest of the intersections are expected to perform at a level of service C or better.

Water: Based on the Corvallis Water Distribution System Facility Plan, the water demand would increase proportionally between the RS-6 (6 units per acre max) and the RS-12 (20 units per acre max) zones. Peak domestic water demand at the peak hour would increase 333% from 45 GPM to 150 GPM. Fire flows for low density is 1,000 GPM and for high density multi-family the fire flow is 3,000 GPM. The water demand for high density is similar to the existing GI designation due to similar fire flow demands.

Sewer: Per the Corvallis Wastewater Utility Master Plan, the sewer demand would increase proportionally between the RS-6 (6 units per acre max) and the RS-12 (20 units per acre max) zones. Peak domestic Sewer generation would increase 333% from 9 GPM to 30 GPM. Inflow and infiltration for 5.1 acres would remain the same at 14.28 GPM. Total sewer generation for RS-12 zoning would be approximately 44.3 GPM vs 27.3 GPM for the existing GI zoning.

Storm: According to the Corvallis Stormwater Master Plan (pg. 4-3), the percent impervious area for low density residential is 40%, for Medium Density 50%, for high density residential it is 63% and for industrial it is 60%. Strom drainage run-off from the site in either case would be subject to detention and water quality requirements. Detention regulates the flow to try and match the predevelopment flow rate for the 2 to 10 year storms. The total volume of runoff is greater with development, but it is released over a longer period of time. Base on the impervious area identified in the Master Plan, it is expected high density residential would have a slightly higher run-off than the GI zone, and medium density would have a lower run-off.

With final development proposals, the applicant will need to evaluate the capacity of the existing line and upgrade any capacity issues necessary to serve the development. With Comprehensive Plan and Zone Changes the analysis looks at relative impacts between the existing and proposed zones. If there are increases in impacts over the existing Plan/Zone designations the City would require a capacity analysis. The City has major sewer and water lines along the railroad tracks at Walnut Blvd.

MAYOR & COUNCIL EMAIL

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an idea

- *To*: ward1 <ward1@xxxxxxxxxxxxxxxxxxxxxxxxxxxx>
- *Subject*: an idea
- *From*: Rollie Baxter <rolliebaxter@xxxxxxxxx>
- *Date*: Sun, 18 Sep 2016 11:03:06 -0700
- *Authentication-results*: zmail-mta01.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=gmail.com
- *Cc*: mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxxx, jay.dixon@xxxxxxxxxxxxxxx, annabelle.e.jaramillo@xxxxxxxxxxxxxxx, anne.schuster@xxxxxxxxxxxxxxx

Hello Penny,

I have read some of the GT coverage on the homeless issue and have followed some of the communications on the Council email site.
I do not claim to be particularly well informed or to have any special expertise regarding the homeless. However, I, like many citizens, have some opinions or ideas. I would like to share those. This is obviously a big problem with no easy solution(s) (as Mater says). You are obviously getting a lot of input from well informed and adversely impacted people (Karas, Megy et al) as well as supporters of the 4th street shelter. It is good seeing so many in the community participating in the dialogue.

Observation: I frequently have been by the 4th street shelter site and have observed homeless in the vicinity and other locations around downtown. From my perspective it is a big problem and I would be quite upset if I owned a business or lived in the area. I certainly don't want what is happening in that neighborhood to happen in mine (or yours).

First thought: This is an issue that not only takes commitment but also requires facilities and money (capital and operating). This issue isn't going to be resolved or even improved without some infusion of money and a competent management team (in my opinion). It looks like the City Council agrees. This isn't going to be achieved by a group of volunteers meaning to do well but with limited authority and capacity (and perspective). While I don't think government has to be the solution to all issues, this one just isn't going to be resolved by an independent group of volunteers running off and taking action. They are simply going to create too many problems (as they have). So I think the City and County are going to have to exercise some authority and get their oars in the water, as you seem to be doing.

Second thought: The City and County have multiple issues, a few of which might be somewhat related. When thinking of a homeless shelter, I also think of mental health and counseling services (Benton County). I also think about police and jail facilities (City and County). I also think about emergency services and health care (Good Sam and Benton County). We know the County Health facility is grossly inadequate in many ways....I don't know of anyone who disagrees. We know the

County needs (or thinks they need?) a new jail facility.....I can go along. The City feels a need to expand the Senior Center...ok. All of these are going to take a big capital investment paid for by taxpayers.

Idea: The City apparently owns a big chunk of land (park) near Good Sam. It looks like 80 plus acres. Some of it appears well situated near Good Sam on the side of the hillside. Why not move the County Health facility to this location. Give the County the land they need in exchange for the County's health care site adjacent to the Senior Center. Also give the County land adjacent to Good Sam for a new jail, properly equipped and sized to assist with the homeless issue. Then in the same vicinity construct a homeless shelter of some appropriate size. City takes over the old County Health facility, demolishes it and expands Senior Center with adequate parking and facilities (retaining central location for seniors). Now we have sufficient facilities at one location (Pill Hill) to support the homeless....housing, counseling, health services and incarceration if needed. Transportation isn't really a problem - City can increase free bus service. And there are no adjacent neighborhoods to speak of (yet). Yes, it takes money. But citizens might support a comprehensive approach to solving multiple issues if the City, County, homeless advocates, jail proponents, senior advocates, and others came together. A coalition of community minded people with a vision and a plan. And my hunch is you would still have more than 40 acres of "history park" land available.

Request: Could you get some planners and financial people to look into this idea?

I am sure there are multiple flaws in this idea. And certainly there would be people opposed for one reason or another. But I think that incrementalism in approaching the homeless issue is not a good idea. The issue isn't just housing and the other issues in the community are linked and will compete if not comprehensively addressed.

The Council has a couple of tough years ahead with all the issues on your plate. I applaud your perseverance, dedication and thoughtful, collaborative approaches. We expect a lot but pay you little. Thank you for serving our community.

Rollie Baxter

MAYOR & COUNCIL EMAIL

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Fwd: Tom Sherry and Corvallis Housing First

- *To*: mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxxx
- *Subject*: Fwd: Tom Sherry and Corvallis Housing First
- *From*: Gregg Oberlin <greggoberlin@xxxxxxxxx>
- *Date*: Sat, 17 Sep 2016 09:45:19 -0700
- *Authentication-results*: zmail-mta01.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=gmail.com

Dear Mayor and Council,

First of all, I wish to thank you all for taking this problem seriously and recognizing what a big problem this has become for any homes or businesses nearby and more importantly, the community at large.

I read Tom Sherry's letter to you and I want to take issue with it. He seems amazed that there is such a strong reaction to the downtown shelter. I met with Tom about a year ago myself and he is right, I told him that there is no compromise about the location of their shelter. Housing such a difficult group without any sobriety requirement is asking for trouble. Tom points out how many experts are on their board. Did they really think this would go smoothly? He admits that the shelter has increased the problems in that part of town. That is the main problem. When CHF leaves, there may still be homeless in the area, but how much worse have they made it? If they never sited this shelter there, we would undoubtedly have less of a problem. They maintain over and over that they are serving local men when their own documents prove that is not even close to true. I have served on the Grand Jury and heard several cases involving homeless men. I personally dread the opening of the shelter. Men gather around the area in the afternoon and trespass, litter, drink, urinate, etc waiting for it to open. I am now putting up a fence along the alley to reduce this foot traffic.

Corvallis Housing First has done far more damage to our community than good. They created the maelstrom. They have brought this vitriol on themselves. Their methods are flawed, They have been dishonest about who uses their program. They have attracted vagrants from other places to Corvallis. We tried to work with them to find another location, but they arrogantly insisted on this one. They should be ashamed of themselves. In my opinion, they should not be supported at all.

If the City wants to finance them this year, I really hope you impose conditions including a promise to close this shelter after this winter. I think the Council understands that it's primary duty is to the citizens of Corvallis and not outsiders that come here and bring nothing but negative anti social behaviors.

Respectfully,
Gregg Oberlin

MAYOR & COUNCIL EMAIL

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4th street homeless shelter

- *To*: mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxx
- *Subject*: 4th street homeless shelter
- *From*: mater@xxxxxxxxxxx
- *Date*: Thu, 15 Sep 2016 20:53:32 -0700 (PDT)

Mayor and City Council members: please see the attached 'As I see It' I submitted to the GT.

Thank you for giving your time and talents in helping to define positive pathway. I am often reminded ... if it was easy, it would have already been done!

Catherine Mater

Attachment: **2016 CHF decision.doc.pdf**

Description: Adobe PDF document

As I See It: ***Lessons in Serving the Homeless*** (545 words)

I write this opinion piece on project site in Alaska where the front page of the Juneau Empire details the story of a community-wide supported Housing First project that just secured $600,000 from the federal government for a 32-unit permanent housing facility including an on-site medical clinic to serve Juneau homeless residents. Access to the permanent housing does not require one to be drug free or sober. Contrast this to Corvallis, where (through funding in part provided by Good Samaritan Hospital), Corvallis Housing First (CHF) opened a temporary (4-months/yr) 4th street cold weather men's homeless shelter in 2013 without any outreach to community and neighborhoods. They opened their shelter immediately adjacent to an existing single family residential neighborhood separated only by a 10' alley. Since 2013, the shelter has operated a 7PM to 7AM shelter under highly contentious circumstances serving a high risk population – many with serious mental disorders and chronic drug and alcohol addictions. The volunteer-staffed shelter does (like Juneau) operate with no requirements to be clean and sober but has no case management skills on board. Last week the City Council made a 'preliminary' decision to again publicly fund the temporary shelter which is scheduled to open in November. Termed a 'no choice but to open' decision, city councilors underscored the inappropriate location of the current shelter, but with no other location immediately apparent to service this population, no other option seemed viable for this winter. The Council will render final 'conditions' attached to this years' funding at their next Council meeting

To be sure, high-risk populations are challenging to serve. Absent the CHF shelter, Good Sam loses money off of every homeless individual that ends up in their ER (thus their push for the 4th street location). All other existing homeless shelter operations in the community require clean and sober status for facility use. Churches in the community are unable to service this population due to liability and safety issues. To complicate matters, CHF has a $500,000 lawsuit filed against it by surrounding property owners, city councilors have been advised by the Corvallis Police Chief that additional security services around the shelter and neighborhood by an already

over-taxed department cannot be provided, and surrounding property owners have successfully appealed their 2015 property tax values due to the location of the shelter (some receiving as much as $100,000 reductions in assessed values resulting in less taxpayer funds to support other city and county operations). The County has stated they will not be providing financial support to run the shelter, so the responsibility seems to rest solely with the city. Recently court-subpoened records from CHF show that only 20% of the 286 individuals served at the shelter have lived in Corvallis since at least 2012. The bulk of the remainder arrived in Corvallis between 2013-2016 after the shelter opened coming from 31 states outside of Oregon. To place this in perspective, for every night the shelter houses 40 homeless men, only eight were Corvallis residents before the shelter opened.

I'm inclined to think we might learn something from the Juneau community in how to serve vulnerable populations in a community. Focus on servicing local residents. Focus on permanent affordable housing tied to continuing medical treatment. Achieve real community-wide support for facility siting and funding.

Catherine M. Mater
Corvallis resident

MAYOR & COUNCIL EMAIL

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Some thoughts on the cold weather shelter

- *To*: annabelle.e.jaramillo@xxxxxxxxxxxxxxx, anne.schuster@xxxxxxxxxxxxxxx, jay.dixon@xxxxxxxxxxxxxxx, mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxx
- *Subject*: Some thoughts on the cold weather shelter
- *From*: Meghan Karas <meghan.karas@xxxxxxxxx>
- *Date*: Thu, 15 Sep 2016 17:31:54 -0600
- *Authentication-results*: zmail-mta01.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=gmail.com

Dear, Mayor, Councilors and Commissioners,

I recently read an email address to you and wanted a chance to address some of the writer's points. Please see the attached letter.

Thanks and have a nice day,

Meghan Karas
Avery Homestead Neighborhood Association

Mayor Biff Traber September, 14 2017
Corvallis City Councilors
Anne Schuster
Benton County Commissioners

Re: Tom Sherry's letter Re: Corvallis Housing First Seasonal Shelters

Dear Mayor, City Counselors, Anne, and County Commissioners,

I read Tom Sherry letter regarding the 4th St shelter and wanted to address some of his points. His letter is another instance of Corvallis Housing First twisting aspects of the situation to meet their agenda. This is a complex issue and misrepresenting facets of it only creates more distrust and dysfunction.

As I'm sure you all know, I'm the president of the Avery Homestead Neighborhood Association. Our neighborhood abuts the property that the shelter is on.

The first item that I'd like to address is his assertion that his letter is solely his opinion. He repeatedly refers to "We" when discussing the shelter and CHF. Obviously, as a board member, he has insider information and perspective. That's totally understandable. My problem with it is that he can't remove

himself from that role and shouldn't be presenting his letter as such. It sets a tone that is at the very least murky, if not disingenuous.

He also says that he's "began to privately meet with many resident neighbors and neighborhood associations, along with many of the businesses located near the shelter." I have never met him. I emailed him last year to start a discussion about the shelter. CHF never reached out to me, I began the conversation. I find it offensive that in such a contentious situation that they would make it seem like they made first contact.

He goes on to state that "CHF has been inordinately and inaccurately maligned in public media, meetings, and from some City Councilors." He should try living in the neighborhood that is being sacrificed for their shelter. We have been subjected to letters to the editors, Facebook rants and face-to-face confrontations, loss of business, and a decrease in home values. I know that the board of Corvallis Housing First and their volunteers mean well and truly want the best for the homeless. What about rest of our community? Why does another group have to pay for the effects of a social ill?

We have always had homeless in the downtown area, both the residential neighborhood and the central business district. However, the number of homeless in our neighborhood has increased and the behavior has changed, too. I have lived in my neighborhood for almost 10 years and lived in the Avery Addition neighborhood before that. We have always had homeless and always had a good relationship with them. We know many names, many of them know our names. We give food and water, provide small jobs (for pay), leave cans and bottles for collection and give clothing donations. In short, we have had a positive relationship. That changed when the shelter opened. We started to see new faces and increasingly disrespectful behavior. Not to beat a dead horse, but we never had to clean up human feces, before. Littering is out of control. Empty bottles, broken bottles, food wrappers litter every alley and many sidewalks.

Tom cites CHF's statistics that our homeless population hasn't increased much in the last 10 years. I would suggest that when our police department disagrees with that assertion, perhaps CHF is once again misconstruing information.

As I said before, I contacted CHF for a meeting, not the other way around. I know that if they had contacted us first, we would have been far more open to compromise. At that point though, they had been in operation for 3 winters with zero outreach. That's not a very good way to build trust. Why would we compromise with an organization that doesn't show that they care about the affect they've had on our neighborhood?

They also claimed that they can't control the behavior of their clients, I disagree. I have attached the Good Neighbor policy of Bethlehem Inn in Bend. It very clearly states that their residents are not allowed to damage the shelter's relationship with surrounding businesses. It also states what the consequences of violating the policy are. CHF refuses to enforce a policy of this sort. It is their belief that serving their clients is more important than being good neighbors. It's absolutely their choice to run their organization that way, but they shouldn't then be surprised when the neighbors are disinclined to compromise.

After reading some of shelter incident reports, I would agree with his point that we feel that CHF isn't actually helping their clients. Every single night there is at least one incident. I can't imagine why Tom said at the last city council meeting that he wasn't aware of any incidents. Clients come and go with no regard for intake and release times. For someone who is staying at the shelter and trying to get rest,

that is extremely disruptive. They (the CHF staff and volunteers) routinely make note of assaults within the shelter itself and fallout from assaults that happen outside the shelter. The shelter staff check backpacks and bags, but drugs still get smuggled into the shelter. And here is note from the shelter's incident log: "Had to clean two piles of shit off the bottom bathroom floor. Garry says that it was Tom in bed 1. Need to push the guys to use the toilet. Gross!" I don't think that's simply gross, I think it's a health hazard. Human feces carry a plethora of bacteria and being exposed to could make the staff or clients very sick.

In addition, CHF is serving many clients who suffer from mental illness, allowing such a chaotic environment is not in those client's best interest. I'm not saying that CHF is necessarily making the mental illness worse, but the lack of enforced rules is not making it better.

I will also say, that criticism of the CHF shelter and how it's run does not, in fact, translate to a criticism of their other programs. The shelter is dysfunctional now. It is in the wrong location. And the CHF board has not handled the situation well. I do believe that a lot of this could have been mitigated if they had reached out and been responsive to our concerns. I would also suggest that each city councilor talk to some of their constituents. Find out how they feel about shopping and dining downtown when the shelter is open. I suspect that you'll hear that people don't feel comfortable. We have (at long last) a vibrant downtown, please don't let that be damaged.

Our homeless population is not the city's problem, the county's problem, and not
's my neighborhood's problem. It's a community problem. I agree that we need a place and a way to serve people who can't take care of themselves. It seems to me that the HOAC is correct body to tackle this issue. They have members from many involved organizations already and could incorporate more stakeholders. Neighborhood leaders? (hint, hint)

Thank you for reading this. I appreciate the time and energy you've put into this so far. It's a complex, emotional, challenging, and at times, frustrating issue. I know that we all want what is best for all members of our community.

Meghan Karas
Avery Homestead Neighborhood Association

MAYOR & COUNCIL EMAIL

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Suggestions for 4th Winter Shelter

- *To*: mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxxx
- *Subject*: Suggestions for 4th Winter Shelter
- *From*: Steve Germaneri <sgermaneri@xxxxxxxxx>
- *Date*: Thu, 15 Sep 2016 14:44:11 -0700
- *Authentication-results*: zmail-mta01.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=gmail.com

Dear Mayor and City Council thank you so much for showing concern and taking action to both serve the chronic homeless while also protecting my neighborhood. I have had 4 years to observe the program or lack of provided for the difficult population CHF attempts to serve. Three suggestions I have had for them which they have not seemed too interested are:

1. Do a breathalyzer reading every evening when the clients check in and collect that data both for program decisions and individual client evaluation.

The current program encourages heavy drinking before check in and there is no consequence for being legally drunk every day. This information would at least give you data over time if their “encouraging" talk with the clients was perhaps having any impact. It would also help to identify who was using our neighborhood for their "happy hour". When I have mentioned this in their meetings with our neighborhood last year they were amazingly resistant to it. They seem to have a philosophy of total acceptance of all behavior with no judgement. I would suggest they are confusing compassion with enabling. In my research in Emergency Winter Shelter Programs in other cities I found a breathalyzer test is very commonly used to monitor clients for potential behavior problems and to measure improvement.

2. Have their morning check out time after 9:00 AM to avoid having the interaction with kids waiting for the school buses and to also allow for some discussion/planning with staff to give some positive direction for the day. My observation is the clients are released/shoved out the door with nothing to do but wander until that days check back in at 7:00. Ideally the program would have a location with space for activities that could occupy the clients

productively through the day and they did not need to be aimless all day everyday. This is a suggestion the neighborhood made when first dealing with the problems the shelter created 2 years ago. We suggested some land by the airport and also across the river where a garden could be created and dog kennels could have been developed that would provide a service to the city. CHF had absolutely no interest in this and actually seemed to dig

in stronger. They were going to be at the 4th St location regardless of what ever problem it created in our neighborhood.

3. Have some consequence for unacceptable behavior which then helps you to teach and establish what is acceptable. I understand their desire to be accepting and not judgmental but they are confusing this as compassion and in fact it is an enabling behavior that at times even appears co-dependent.

In summary I certainly feel a program to help the chronic homeless is important and CHF seems very persistent in wanting to serve this population which is very positive. There are some very good people putting a lot of energy towards that goal. I question though CHF's ability to make responsible decisions both for the chronic homeless and for the citizens/neighborhoods of Corvallis. It is unbelievable how badly they have handled this program the last 4 years both in dealing with the neighbors and addressing the needs of the chronic homeless. Judging by Tom Sherry the Public Relations advisor for CHF recent letter to the City Council they have learned very little over the last 4 years and would probably continue to make the same mistakes given the chance.

Sent from my iPad

MAYOR & COUNCIL EMAIL

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Fwd: CHF Decision

- *To*: mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxx
- *Subject*: Fwd: CHF Decision
- *From*: Jeff Megy <jeffmegy@xxxxxxxxxx>
- *Date*: Thu, 15 Sep 2016 16:24:44 -0700
- *Authentication-results*: zmail-mta01.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=icloud.com

Sent from my iPad

Begin forwarded message:

From: Jeff Megy <jeffmegy@xxxxxxxxxx>
Date: September 15, 2016 at 4:20:58 PM PDT
To: mayorandcitycouncil@xxxxxxxxxxxxxxxxxxx
Subject: CHF Decision

Mayor and City Council,

This is a letter to reflect some additional concerns about your decision to fund CHF this winter. I recognize that no one, including me, wants the homeless to suffer as a result of the extreme weather elements. I am referring to "where" CHF has decided to covertly acquire the location it currently occupies. Here are several snippets on the homeless and their impact upon our city.

Enabling Undesired Behavior

As I watch any episode of "Intervention" on television, I am reminded of how the City of Corvallis addresses homelessness. The episodes usually start with the family of the addicted preparing an "intervention" consisting of a choice. With the assistance of a counselor, the family starts the intervention by pronouncing their undying love for the addicted person and the wishes of improvement for the individuals physical health and well being. Next, the counselor presents a choice to the addict, "Get help now, or face being cut off by the family". The addict then must choose to get in the van and go to treatment or be cut-off of all the enabling previously done by the family. This enabling usually consists of sleeping in the basement or on the couch, buying fixes for the addict, buying food, giving them money to buy drugs, giving them rides, paying their bills etc. This enabling allows the addict to stay an addict without having to seek help. This is a tough love approach to ending the enabling behavior. As a community, we have chosen "Enabling" or giving them a fish for a day over showing them how to fish.

Hampering Downtown Investment in Jobs and Infrastructure

Downtown is a hub for business and employment. With the current location of the shelter, local businessmen will not invest in the area in a substantial way and if they do, they confront the homeless population throughout construction and then constantly call the police to trespass these

individuals. It is a never ending cycle. The CHF property itself is an eyesore as well. The homeless population has no interest in Corvallis becoming a better community over time.

CHF's Data on the Local Inhabitants

Using CHF's notes and data provided through discovery, It is apparent that the population of homeless in the area are 200 or so in number. At the shelter, there are some 30-40 homeless that occupy the shelter nightly. Does this mean as a community it is acceptable that we let the other 160 or 80% of the population go unassisted? Of the 40 that get served each night we hear that it is seldom that anyone gets turned away. Of those that are admitted, the ongoing mayhem is well documented in CHF's own notes, which are quite extensive and well documented. Fights to threatening behavior to drug use and people leaving in the middle of the night, it is all unacceptable given the area the shelter is located. To boil the numbers down, and as I mentioned in my testimony at City Council, of the 200 in guesstimated homeless men population (CHF's numbers), 8 of the 40 served/night are locals (post 2013, 80% of served population are from outside the area). Is this a cost we can bear as a community. As an idea going forward, can't we issue 100% of the population equipment to survive the elements? A quality rated sleeping bag and good mobile shelter (as a proposed tent camping area was previously proposed), to be used in an appropriate area?

**COI serves over 450 persons a year with a well established track record

The Community as a Whole

Using public money to force an issue on one specific neighborhood isn't fair. A dispersed housing solution has been one idea given at meetings. As a community, can't we serve the homeless in the neighborhoods that we all live in. I would ask for a commitment by city leaders to assist this effort by offering up their neighborhoods/churches as an example of their commitment to the effort. If this really is an issue of "not in my back yard?", then this proposal would go a long way is dispelling any questions about the councils commitment to the homeless in our community.

Veterans Housing

As a community, don't we want to house the clean and sober Vets that have served our country so nobly? My proposal would house 16-21 vets that are case managed in the old Bensons building. After my presentation, I have received no feedback on my idea submitted. I simply can't put an "at - risk" population (vets) next to the current homeless shelter and their inhabitants. If the homeless have better housing opportunities than our vets, then that is a true injustice in our current focus as a community.

In Closing, we all want to help the homeless and I truly hope we can find an appropriate location to do so in an area that does not directly impact our prime business center. Please take a serious look at my proposals above and send any questions/comments.

Sincerely,

Jeff Megy

C|R
CHARLIE RINGO
ATTORNEY AT LAW, P.C.

September 13, 2016

Mayor Biff Traber
Corvallis City Council
Mayorandcitycouncil@council.corvallisoregon.gov

Re: Corvallis Housing First shelter

Dear Mayor Traber and members of the City Council:

Tom Sherry's letter of September 12 is a litany of half-truths cloaked in self-righteous indignation, but it does not justify CHF's conduct over the last several years.

Let's review:

1. When CHF chose the 4th Street location they carefully (and admittedly) concealed their plans from the people living and working in the neighborhood. So much for community outreach.

2. During the attempt at mediation last fall, Mr. Sherry and Gregg Olson were asked to describe CHF's current plans for the 4th Street location. They refused to answer.

3. CHF has striven mightily to conceal from the public the many examples of bad conduct that have taken place in the shelter. One must ask why. Obviously, CHF understands there would be even greater opposition if the public knew the full extent of the danger and dysfunction posed by the shelter residents.

4. Mr. Sherry asserts that the shelter is not attracting homeless from other communities, but CHF's own documentation proves otherwise. Between 70% and 80% of the CHF population arrived in Corvallis in 2013 or later.

5. Mr. Sherry says CHF should not be expected to control their residents outside of the shelter, but this demonstrates CHF's astounding lack of responsibility. CHF invites these people into the neighborhood, and then says "it's not our problem" when their residents cause problems. CHF has never disciplined its residents for urinating on my building. CHF has never offered to help coax their residents off my property. CHF has never offered to pick up litter left by their residents. So much for caring about the neighbors.

6. Mr. Sherry admits that the 4th Street shelter serves a special population: high rates of addiction and mental illness, some of whom have committed serious crimes. This

320 SW Century Drive Suite 405-200 Bend, Oregon 97702
541.390.3006 charlie@ringolaw.com

population is not only the most vulnerable, it is also the most dangerous. These people certainly deserve assistance and treatment, but they should not be placed in a neighborhood full of families and businesses.

7. Mr. Sherry complains that his group was hurt and offended by Catherine Mater's opposition to CHF. Given CHF's utter disregard for the neighborhood, what else could they expect?

8. Mr. Sherry admits: "There is no question that the existence of the current shelter has added to the problems experienced in this part of town by concentrating a number of homeless individuals[.]" Mr. Sherry neglects to point out that this concentrated homeless population is particularly dysfunctional and non-compliant. In any event, it would be interesting to learn how CHF determined that this neighborhood could be sacrificed.

9. **Mr. Sherry ends his letter by stating "We know that the 4th street shelter location has become an untenable location for future sheltering[.]" At least he acknowledges what everyone understands to be true. <u>The City Council should fund the CHF shelter only if CHF expressly agrees that this will be the last season of its operation on 4th Street.</u>**

Thanks again for your consideration of this matter.

Very truly yours,

Charlie Ringo

MAYOR & COUNCIL EMAIL

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Downtown shelter

- *To*: "mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxxx" <mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxxx>
- *Subject*: Downtown shelter
- *From*: tami johnson <tami56782000@xxxxxxxxx>
- *Date*: Thu, 15 Sep 2016 20:11:27 +0000 (UTC)
- *Authentication-results*: zmail-mta01.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=yahoo.com
- *Reply-to*: tami johnson <tami56782000@xxxxxxxxx>

Good afternoon,

I would like to voice my opinion on the homeless shelter on 4th Street in Corvallis. I work downtown and I come in early and walk around town all year round. When the shelter is open I carry mace with me. It gets very scary when you hear all the homeless people yelling and screaming at one another and the trash they leave laying around is horrible. They sleep on our sidewalk and poop and pee in the alley way and we have to go down there to take the trash out. I have had them jump out of the dumpster and scare me. We have had customers leaving our business because they don't want to take any chances of anything happening to them. Please reconsider moving the shelter elsewhere.

Thank you

MAYOR & COUNCIL EMAIL

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Shelter Funding Additional Options

- *To*: mayorandcitycouncil@xxxxxxxxxxxxxxxxxxxxxxxxxxxx
- *Subject*: Shelter Funding Additional Options
- *From*: Paul Cauthorn <paulcauthorn@xxxxxxxxx>
- *Date*: Mon, 19 Sep 2016 11:28:00 -0700
- *Authentication-results*: zmail-mta01.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=gmail.com

Dear Mayor and Council:

At the last council meeting you were offered two options for spending the set-aside CDBG block grant funds. This put you in a difficult position of deciding between supporting the COI proposal or the CHF proposal. I don't believe this discussion should have been framed this way. COI required the funding to operate a multi-faceted winter shelter. On the other hand, CHF has stated that they will operate a shelter regardless of receiving city funds.

I believe the council should reconsider allocating public funds to support CHF. You are all aware of the impact this organization's chronic homeless shelter has had on the neighborhood and the local businesses. Funding this program appears to the public as a stamp of approval and a dismissal of the concerns of neighbors and businesses.

I ask you to consider and discuss not allocating the funds, and not putting the city at additional legal risk. Violence and property damage has already occurred by CHF's clients at this location, while using public funds. We have seen how CHF's program operates, and the city should not be financially supporting it. You have additional options.

Sincerely,

Paul Cauthorn
Candidate for County Commissioner

-----Original Message-----
From: City Manager
Sent: Monday, September 19, 2016 1:09 PM
To: Holzworth, Carla <Carla.Holzworth@corvallisoregon.gov>
Subject: Public Input Submission

Submission information

Time to take the survey : 40 min. , 20 sec.
Submission recorded on : 9/19/2016 1:08:38 PM

NAME/ADDRESS: Jan Napack,

TOPIC: Conditional Shelter Accountability Actions

MEETING DATE: 9/19/2016

To: Honorable Mayor Biff Traber and City Council,

From reading recent and not-so-recent Council email and minutes I've distilled several suggestions for a proactive response for CHF to consider. Some actions align within public relations, some clearly concern past grievances. Others address general accountability, enabling activity, and civic response. These are not hard and fast but the essence of each one reflects a concern previously brought to the Council's attention.

1. Shelter will not permit clients to leave until after local school buses depart nor until the Drop-In Center opens.

2. Shelter makes available written responsibilities and behavior requirements for guests both within the facility and activity within a three (3) block radius. Guests must sign this form agreeing to the requirements and consequences of noncompliance.

3. Shelter will hard-secure the smoking shed roof, sides, corners and egress frames as a means to prevent contraband from entering the facility.

THE FOLLOWING ITEM ACTION REPORTS ARE REQUIRED TO BE PRESENTED MONTHLY TO THE CITY

4. Shelter will publish a "hot-line" phone number and provide immediate response to answer and mitigate complaints concerning shelter clients, operations or security.
i. Each call, the type of complaint, response/resolution and follow up will be logged.

5. Shelter will perform a daily sweep of properties within a three (3) block radius to clean up client's discarded bottles, cans and containers, biohazards (feces, condoms), and general litter.
i. Drug paraphernalia (syringes, sharps, aerosol cans) will be collected, site identified and material logged; items and documentation shall be turned over to CPD.

6. Shelter will reimburse neighboring property owners for their cleanup costs and damages associated with client activities.
i. Incidents, costs for cleanup or repair will be documented and tallied.

7. Shelter will assess and record incoming client's present state of alcohol and/or illicit drug use.
i. Clients that are obviously impaired will be placed on a watch list.

8. Shelter develops and posts a matrix consisting of type, frequency and severity of prohibited shelter activity and consequences of noncompliance.
i. Staff will document responsible individuals, descriptions and response taken.

9. Shelter will strictly enforce consequences (see #8 above) for aggression, disorderly or dangerous conduct, on-site drug and alcohol use.
i. The offender, description of offense and action taken will be logged.

10. Shelter will summarily reject entry of any individual who does not consent to signing the agreement (see #2), or consent to search of full backpack, coat pocket, sock, water bottle, or any other likely contraband hiding place.
i. Clients who refuse to comply are excluded for a period of three (3) days.

11. Guests knowingly bringing drugs or alcohol into the shelter will be summarily evicted.
i. The offender, description of offense and action taken will be logged.

12. Shelter will reject entry for a period of three (3) days any individual voluntarily leaving the premises after curfew.
i. Shelter staff or volunteers will escort individuals who wish to leave through the front door beyond a three (3) block perimeter.
ii. Location(s) will be agreed upon by City, CPD, neighborhood and business associations.

13. Shelter will identify individuals, describe the offense and log all proceedings when CPD or CFD is called to the site for ANY reason.

Thank you again for all your hard work and dedication,

Jan Napack

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-----Original Message-----
From: City Manager
Sent: Monday, September 19, 2016 2:22 AM
To: Holzworth, Carla <Carla.Holzworth@corvallisoregon.gov>
Subject: Public Input Submission

Submission information
Time to take the survey : 2 min. , 41 sec.
Submission recorded on : 9/19/2016 2:22:16 AM

NAME/ADDRESS: Jan Napack,

TOPIC: Seasonal Shelter

DATE: 9/19/2016

To: Honorable Mayor Biff Traber and City Council,

I deeply appreciate the fact that the Council is in a very difficult position, being circumstantially forced to support the downtown seasonal shelter on short notice. At the last council meeting the shelter was conditionally approved provided certain terms are met. This is a logical and forceful step, however to make conditions 'stick' and to demonstrate that progress is being made these conditions must be backed up with clear and measurable objectives.

First, however I'd like to assert a few simple principles I've learned over the last few years. Not everyone will agree with me but at the least, my hope is this list will help generate ideas and discussions:
1. Responsible behavior from shelter guests is expected.

2. Shelter hosts must be held accountable for their guest's behavior and the security of neighboring properties.

3. The downtown shelter cannot solve the underlying causes of chronic homelessness; its present service model exacerbates client dependencies and indigence.

4. The City's duty is to ensure that citizens, neighborhoods, businesses, public and private property remain safe and free from nuisances and crime. They have the authority to restrict shelter operations, activities and clientele from intruding on private property and infringing on businesses.

5. Three facts: 1) The burden for hosting a chronically homeless shelter must not be placed in a single neighborhood or district. 2) The current 'temporary' permit (reissued annually since late 2012) only needs to meet fire code approval. 3) The shelter does not comply with either HUD definitions for "housing first" or "emergency shelter" accommodations. It's imperative that the City adopt appropriate zoning and Use codes to foster disbursement, to define conditional siting protocol, to establish occupancy rates, to accurately define the different shelter types, etc.

6. Benton County is primarily responsible for providing mental health, drug, alcohol, social services and health services which obviously include the chronically homeless and corrections clients. As the county retains overarching authority for public health it logically must also exercise considerable oversight for shelter. The County must lead the effort to activate the elements of Continuum of Care (i.e. outreach and assessment, transition to housing and support services).

Given that Corvallis' 10-year Plan to End Homelessness has not borne fruit for the chronically homeless it is important that we try to figure out why. The last three years of the shelter's operation have been rocky and

improvements slow to materialize; it has been constantly challenged and overwhelmed. Their "good neighbor" efforts have been reactive, their planning and management well-intentioned but not rigorously quantified. Now, after over two years of meetings and workshops it seems (to me at least) that we have the same long-term goals as before but have had great difficulty in meeting them. I believe a major reason for this is that we lack a shared, tactical strategy. We don't have a unified command structure. We don't have the framework to facilitate integration of our professional services. Instead we have an idealistic, yet enthusiastic, faith-based charitable organization that was invited to solve this extremely complex problem as best they could. Now, tax-paying homeowners, core businesses, and professional social service providers are left to ponder how this situation got so out of hand. In hindsight, we all deserve some blame for taking this naïve approach and now find ourselves scrambling, complaining and looking for cohesive and knowledgeable leadership. COI's proposal earlier this month gave us a fleeting glimpse of real hope in that regard. It also gave us a realistic look at how much it will cost us to truly solve this problem.

After listening to, and then reading the list of incidents that Charlie Ringo documented at the last meeting it became profoundly clear to me that these men, no matter how broken, do not deserve their fate of living in a snake pit. It is absolutely heartbreaking to see shelter clients embracing their addictions, acting uncontrollably in response to their mental diseases, having to confront and be confronted by others who are also deeply troubled. If you haven't already I urge you to volunteer at the shelter so you can see firsthand the labile and volatile clients, the angry and thoughtless, the patient and long suffering. They need full 'wrap-around' services, our support, and tough love. Some will get better, others won't even try, but the situation as it is now, and likely will be this coming winter, is untenable.

This brings me to this year's cold-winter shelter operations. Successful, professional service organizations systematically perform "before and after" comparisons upon changing their procedures. Examples in this case would include any tangible effects due to a change in operations such as: re- evaluating security risks, new staffing FTEs, listing differences between old (2006) and new (2016) Good Neighbor Policies, how one determines if "talking to" guests is effective at averting incidents. To whom will monthly reports be delivered? Can the public access those reports? What does "extensive case management services" entail? Will the number and hours of encounters for case workers be tallied? How are they different this year?

The trick is to identify measures that are meaningful. For instance, simply counting the number of individuals served obviously tells us the program is needed and attracts clients but doesn't tell us how that meets the goal of reducing chronic homelessness or decreasing the number of complaints. A plan for services must list activities, objectives, and measurement units. It must contain components that are true stand-ins for quality performance. We need to know if we are spending wisely and to understand the local benefit of this service. There is little value in garnering partners, making promises, or narrating a plan without establishing accountability.

Thank you again for your hard work and service.

Sincerely,

Jan Napack

If you like to be contacted by the Mayor and City Council with any follow-up questions, please enter an email address or phone number below.

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CITY OF CORVALLIS
COUNCIL WORK SESSION MINUTES
September 20, 2016

The work session of the City Council of the City of Corvallis, Oregon, was called to order at 3:31 p.m. on September 20, 2016, in the Madison Avenue Meeting Room, 500 SW Madison Avenue, Corvallis, Oregon, with Mayor Traber presiding.

I. CALL TO ORDER

Present: Mayor Traber; Councilors Baker, Beilstein, Brauner, Bull (3:39 pm), Glassmire, Hann, Hirsch (3:32 pm), Hogg, York

II. COMMUNITY RELATIONS ADVISORY GROUP (CRAG) ANNUAL REPORT

CRAG Co-Chairs Jonathan Stoll and Roen Hogg reviewed the annual report. Mr. Stoll presented a document created by the Oregon State University (OSU) Advocacy and Prevention Center that summarizes efforts related to alcohol and livability issues (Attachment 1). The neighborhood livability survey will be conducted this fall. Additional board members include representatives from Linn-Benton Community College and OSU United Greek Council. In November, a town hall will focus on preventing underage and high-risk drinking. A grant was received to initiate an education program for retailers related to over consumption and serving minors. CRAG provides a forum for the community to express concerns, specifically about issues in the OSU-adjacent neighborhoods. The International Town and Gown Association conference will be held in Eugene in 2017. The conference will provide an opportunity for CRAG to present and learn about best practices occurring at other institutions. Inclusion of students on the Board results in hearing a fresh perspective and provides the students with connectivity and a sense of pride. The students developed a program to clean up the neighborhood after fraternity parties. Students also bring forward safety concerns. Students are interested in how local government works. Including them in development of the livability code and OSU Master Plan is a good educational tool. Council suggested CRAG consider holding some meetings on or near campus.

Police Chief Sassaman reported that the City is currently hiring one sergeant and two officers to join the livability officers the City currently employs. The funding from OSU will be allocated in July 2017 and will include $400,000 per year.

III. KINGS BOULEVARD EXTENSION ALIGNMENT UPDATE

Mayor Traber announced that staff is requesting Council feedback whether the information included in the meeting materials was sufficient to make a decision if and when an actual application is brought forward for Council consideration.

Community Development Director Bilotta clarified that the information included in the report was compiled by a potential applicant as a hypothetical proposal for a non-hypothetical area. The applicant could submit something completely different than the set of circumstances included in the report.

City Manager Shepard explained that when Council denied the original application in January, the sense was that Council did not have enough information to make any other decision. The intent is to identify the information Council would need to make a viable decision. Council could make a decision independent of receiving an application.

Mr. Bilotta confirmed that an application could include staging a road that is not a major thoroughfare through an area that is sensitive until such a need has been demonstrated, even if the right-of-way exists. Council could make an independent decision, separate from an application, to establish an alignment so future applications for development would have that alignment. The LUBA remand indicated that Council could choose an alignment.

City Engineer Gescher referred to attachments in the staff report. Attachment A identifies the natural features and hazards on the site and connection points. The connection point of Kings Boulevard at the northeast corner includes easements that were previously established with the Highland Dell platting to allow Kings Boulevard to connect to Lester Avenue. Subsequently, property to the north was improved with additional easements. Attachment B is an overlay of three options that were considered related to the natural features. He noted that Options B and C in the attachment were reversed. Attachments C, D, and E include contours adjacent to the roadway that identify cuts and fills associated with construction of the roadway per City design standards. Attachment F identifies an alignment with impacts to surrounding property that allows for a slightly steeper (than standard) roadway and side slopes. Attachment G is a spreadsheet quantifying the natural features/hazards information graphically shown on the previous attachments. The Attachment H spreadsheet summarizes the variation of slopes for any of the options.

Mr. Gescher distributed another summary to Councilors (Attachment 2) that provides the total impact to all natural features and the maximum cut and fill depth.

Councilor feedback/requests were as follows:

Councilor Brauner: The materials do not provide the two percent maximum alternative standard. There is no judgement of slope difference in terms of icy conditions or similar situations that compare standards versus variance. Providing Council with information well ahead of the public hearing is desirable to allow time to analyze the complicated issues.

Councilor Hirsch: Include the minutes from the Council meeting when the topic was previously discussed (*August 1, 2016)*.

Councilor York: In reference to cut and fill, the numerical data is helpful. An explanation on how to interpret the numerical data related to the impact of riparian impacts is needed. Is it better for a riparian area to have the roadway track beside a stream or be located further away?

Councilor Glassmire: What is the impact of exceptional events; e.g., heavy rains? Are ecological impact estimates available?

Councilor Hann: Are the slopes consistent with Fire Department access needs? Does the City have the capability of creating a computerized virtual reality program to visualize driving the road? *Mr. Shepard: The program could be informative and instructive, but could not be used as criteria for a land use decision.*

Councilor Hann: How does Council arrive at a decision to not engineer this roadway based on assumptions that were made many years ago that may never materialize?

Councilor Bull: Provide visuals of what the street looks like with cuts/fills (could identify similar roadway construction). Are the natural features in current code different than the natural features inventory? *Mr. Bilotta: The natural resources inventory has been incorporated into the code.*

Councilor Bull: How do we accommodate the natural features that came after the plan?

Councilor Hogg: Provide additional information about the slope. Identifying other streets with similar slopes would be acceptable. More detail is needed about the significant vegetation; e.g., 200-year-old oak trees.

Councilor Baker: At what point is a geotechnical report required? *Mr. Gescher: The report can be generated well in advance or when Council reviews plans. One may have already been provided for this specific site.*

Councilor Hann: What types of fill have been approved in the past and how does it impact adjacent properties? *Mr. Shepard: In considering alignment and design, if there is an issue of stability of the slopes, staff would require it be engineered to make it stable, otherwise the development would not be approved. Public improvements are vetted through engineering and design. Home building is vetted through Development Services. There are requirements for geotechnical assistance and design to ensure slope stability, fill type, inspection, and those types of items.*

Councilor Baker: What are the impacts on developable land? Provide overall design impacts on the entire site under each option.

IV. COMMUNITY COMMENTS

Vanessa Blackstone said clear and concise information is helpful for the public to understand all of the issues. She noted that all three options have the same fixed points and suggested that it may be helpful to consider an alternate fixed point at the north. She added that she sent the Mayor and Councilors an e-mail today with additional comments (Attachment 3).

Marie Wilson testified that the proposal clearly identifies the options. Regarding the cut/fill for the 4:1 and 2:1, there is a dramatic difference in reducing the amount of significant features. An additional option of a two-lane proposal is desirable. Potentially, that would take less natural features and require less cut/fill. She concurred that with modifications, the demographics do not require an arterial road, but rather a collector road.

Rana Foster submitted written testimony regarding the King Boulevard extension (Attachment 4).

V. OSU-RELATED COMPREHENSIVE PLAN AMENDMENTS

Mayor Traber announced that a public hearing was scheduled for October 17, 2016, to consider the issue.

Senior Planner Johnson provided a brief overview of the meeting materials. She noted that Planning Commissioner Woods was available to answer questions about the development of the recommendations.

Attachment A of the staff report was developed as a result of the Council Goal related to City-OSU relations and to initiate the Plan Review Task Force (PRTF) that considered the

Comprehensive Plan (CP) findings and policies related to OSU. In late 2015, the PRTF presented Council with a recommendation that included a number of changes to findings and policies related to several articles in the CP, as well as a remaining issues list. Council then initiated the CP amendment process. The Planning Commission received recommendations from the PRTF, the remaining issues list, and an analysis and suggestions from staff. The staff report includes links to all of the materials reviewed by the Planning Commission. To present the proposed changes in context, Attachment A contains the Planning Commission's final recommendations within the affected CP Articles.

Mr. Shepard noted that a lot of information was presented for the Council to read and evaluate before the public hearing. Staff wanted to provide Councilors time to ask questions now and to bring additional questions to staff prior to the public hearing. The goal was to make the Council's time at the public hearing as effective and efficient as possible.

Councilor Beilstein: There is little recognition of the concept that Corvallis is an employment center and commuter destination. It is surprising that Section 8, Economy, does not mention it since business and employment create the demand for commuting. Section 9, Housing, and Section 11, Transportation, recognizes the commuter nature of Corvallis.

Mayor Traber: This review is OSU-related proposed changes, not the entire CP. *Mr. Bilotta: During the review with the Planning Commission, the recommendations from the PRTF were not in context so it was difficult to not expand issues City-wide versus only consider OSU-related issues.*

Councilor Hogg: Some of the information is dated 1997 and some has been updated to 2014. Will the final draft be updated to the latest dates? *Ms. Johnson: References to other master plans or supporting documents are throughout the CP. There are areas that reference documents that are no longer in use by the City or other organizations. There are also instances where City documents that have been updated are not reflected as having been updated. There is an opportunity at some point to check all of the supporting documents and materials to see if they are still in use and/or have been updated. Future updates to the CP that review the entire plan would be a good time to update the referenced documents. It will take a significant amount of time to check all of the lists at the end of each article.*

Councilor Baker: Provide a one-page summary describing what is being addressed and how it is being addressed. The CP includes a statement about not having a good method to oversee master plans. Other statements indicate there will be master plans and this is what the master plan will do. To make a good decision on those findings or policies is to understand how staff will deal with and enforce master plans. *Ms. Johnson: Article 1, Chapter 1.2, includes a finding that states the City does not currently have strict policies or procedures to deal with non-City master plans. There are two policies below that finding that state the City needs to do that.*

Councilor Baker: It is preferable to understand what the City's plan is related to master plans prior to agreeing there will be a master plan.

Councilor Bull: Include the unresolved issues list. Will the Council be dealing with the master plan issue now or is that something that happens later? Article 8 language is updated in large parts and other parts are outdated, such as economic development allocations. Transportation could benefit from more proactive work for what the City would want to see in a future master plan and how to handle transportation management.

Councilor York: When policy language states the City "shall" do something, the expectation is the City will do it. Finding 3.2.c, "…cooperation is necessary to prevent simply shifting land-use issues from one entity to another" is a critically important statement. There is a good definition for Transportation Demand Management (TDM), but it does not need to be referenced each time. What is being done to eliminate the parking utilization cap that required OSU to add parking if utilization reaches a certain percentage? The policy incentivized OSU to push parking into the neighborhoods. The Planning Commission asked the Council to consider the implications of Policy 11.4.10. What is the background? *Ms. Johnson explained that the PRTF developed Policy 11.4.10. During the Planning Commission review, concern was expressed by the public regarding C. and D. The issue was related to residential parking districts and including policy language that states parking fees can be used for other things as opposed to within those residential parking districts or to support parking management practices. There is a distinction between the fees the City collects for residential parking permits and parking fees, such as meters and long-term permits. The Planning Commission felt this was a policy decision that should be made by the Council.*

Councilor Baker: It would be useful to review the Council Policy that explains the City's parking fees approach and the Planning Commission minutes related to discussions about Policy 11.4.10. What is this policy trying to achieve? Is there a reason this issue was not added to the unresolved issues list? *Mr. Woods said the policy was a general parking issue related to OSU. The Planning Commission was not able to decide whether to include the policy, which is why they requested that the Council carefully consider it. The items on the unresolved issues list were minor compared to Policy 11.4.10.*

Councilor Hann: Will this amendment inform OSU about what the City needs them to address? By amending the CP, are we moving in the right direction or adding to the problems of the Land Development Code (LDC)? *Mr. Bilotta: The CP is a policy document and the proposed amendments address those policies. The CP does not solve all of the pieces; it provides goals. How to get to the goals is the next step and the LDC plays a role in that.*

Councilor Bull: Has there been a legal review of the proposed amendments? There is a concern about the use of "shall" in some areas. How appropriate are the housing references? *Ms. Johnson: The City Attorney was present for the Planning Commission's deliberations and they provided an opinion about the use of "shall" and related responsibilities.*

Councilor Brauner: There are a lot of different avenues the Council can take, but the Council really only has control of the LDC. The other policies require mutual agreement.

Councilor Bull: In discussions about LDC Chapter 3.36, the sense was that it was not functional and that it was odd to have a LDC Chapter related to a single master plan. Should every master plan have a chapter in the LDC?

Mayor Traber: Can staff provide an analysis of what it would mean if every master plan had a chapter in the LDC? *Mr. Bilotta said once the CP is amended and it moves into implementation, staff would come back to the Council with options and an analysis of each option. Mr. Woods added that during discussions about LDC 3.36, there was a concern that if a zone was established for a specific entity, would it preclude legislative action in the future. The City Attorney opined that if the decision on a hearing only impacted one entity in the community, it must be quasi-judicial.*

VI. ADJOURNMENT

The meeting adjourned at 5:37 pm.

APPROVED:

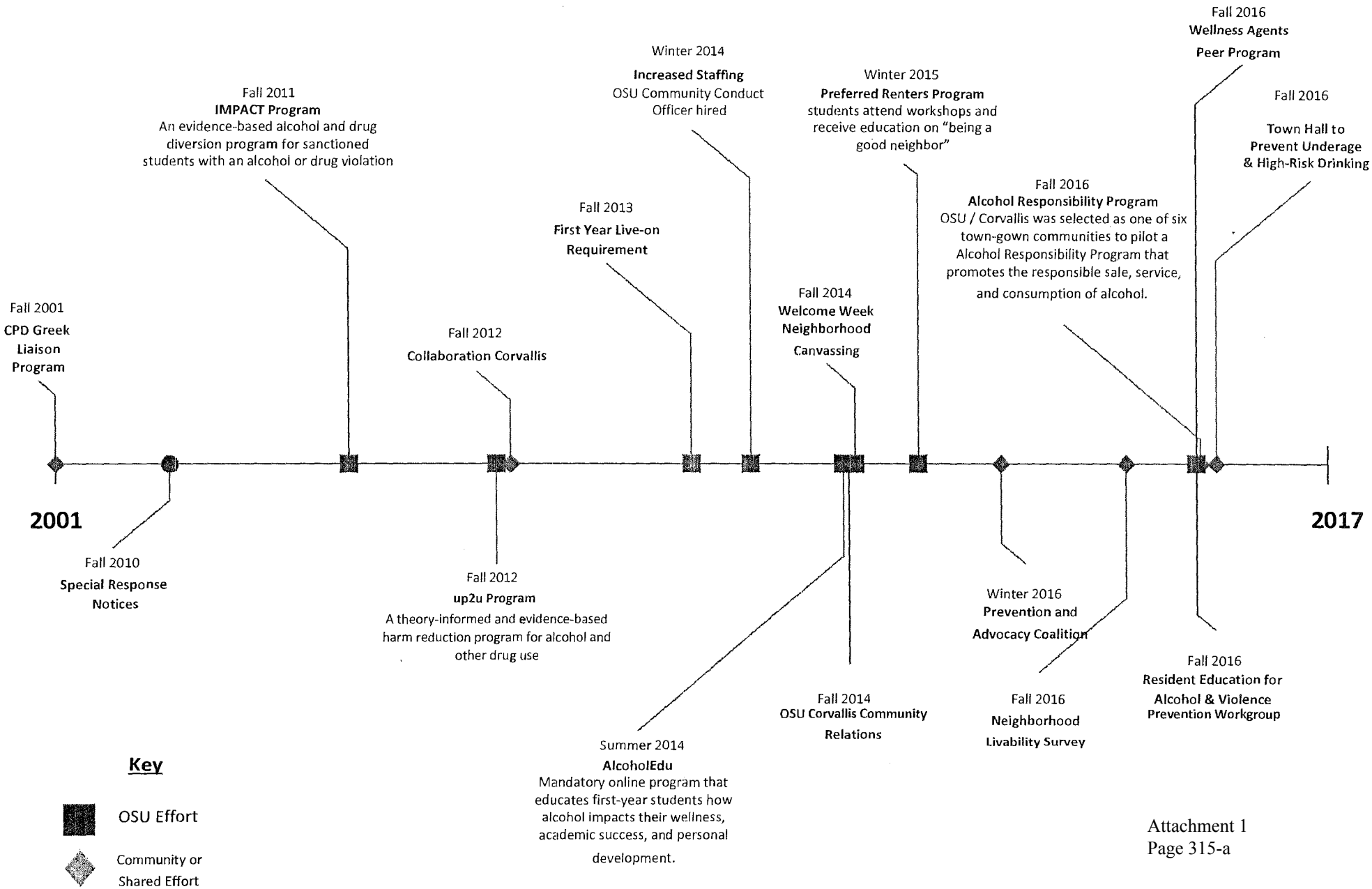
_____
MAYOR

ATTEST:

_____
CITY RECORDER

Alcohol and Livability

Prevention and Education Timeline



Alcohol and Livability: Prevention and Education Efforts
updated September 12, 2016

OSU Efforts

- IMPACT Program
  - Fall 2011
  - An evidence-based program alcohol and drug diversion program for students sanctioned for an alcohol and/or drug violation
- Collegiate Recovery Community
  - Fall 2013
  - The Collegiate Recovery Community offers recovery housing on campus, a clubhouse for a sober environment for students to hang out and study, and additional resources to support students in their alcohol and substance-free lifestyle
- First Year Live-on Requirement
  - Fall 2013
  - Oregon State University implemented a requirement that all first-year students live in on-campus housing during their freshman year
- Increased Staffing
  - Winter 2014
  - Community Conduct Officer hired for the office of Student Conduct and Community Standards
- AlcoholEdu
  - Summer 2014
  - A mandatory online program that educates first-year students how alcohol can impact their wellness, academic success, and personal development.
- Increased Staffing
  - Fall 2014
  - Director of Corvallis Community Relations hired
- Community Welcome Neighborhood Canvassing
  - Fall 2014
  - Volunteers visit neighborhoods to meet Corvallis residents and distribute information with resources, tips and information designed to foster increased responsibility and improved neighborhood livability.
- Alcohol, Drug, & Violence Prevention Center
  - Fall 2014
  - The vision of the Alcohol, Drug, & Violence Prevention Center is to create a safe and supportive learning environment in which OSU students thrive that is free of high-risk alcohol and other drug use, and violence
- Preferred Renters Program
  - Winter 2015
  - Students attend workshops and receive education on "being a good neighbor" in order to increase livability standards in Corvallis Community

- Increased Staffing
  - Spring 2015
  - New Director for Center for Fraternity and Sorority Life hired

- START Orientation Gameshow
  - Summer 2015
  - Gameshow to provide alcohol, violence, and wellness education to students during summer orientation sessions in a fun and engaging game
- Increased Staffing
  - Summer 2015
  - Alcohol, Drug, & Recovery Specialist hired for the Alcohol, Drug, & Violence Prevention Center
- Increased Staffing
  - Fall 2015
  - Certified Alcohol & Drug Counselor (CADC III) hired for the Alcohol, Drug, & Violence Prevention Center
- Interfraternity Council (IFC) Social Event Policy
  - Fall 2015
  - Policy aimed to reduce risks involved with social activities in fraternities and/or their affiliated properties. Fraternities must report a social event at least 48 hours prior to the event taking place.
- Increased Staffing
  - Summer 2016
  - Alcohol, Drug, & Violence Prevention Coordinator hired for the Alcohol, Drug, & Violence Prevention Center
- Wellness Agents Peer Program
  - Fall 2016
  - Students can get involved in making OSU a healthier, more inclusive community by working with professional faculty in Alcohol, Drug, & Violence Prevention, Community relations, Survivor Advocacy, Health Promotion, and Mental Health.
- Resident Education for Alcohol and Violence Prevention Workgroup
  - Fall 2016
  - Professional faculty from University Housing and Dining Services and Alcohol, Drug, & Violence Prevention Center working together to assess successes and gaps in prevention work in order to provide recommendations to leadership on improving prevention efforts

Shared Community Efforts

- Corvallis Police Department Greek Liaison Program
  - Fall 2001
  - CPD assigns a police officer to each fraternity and sorority at OSU to establish and maintain a relationship as well as a way for CPD to provide education to the Greek Organizations
- Collaboration Corvallis
  - Fall 2012
  - Evaluates and recommends unique programs and standards that enhance livability around the OSU campus
- Prevention and Advocacy Coalition
  - Winter 2015
  - The OSU Prevention and Advocacy Coalition ensures strategic and coordinated efforts campus-wide related to prevention and advocacy and the broad use of evidence-informed best-practices. The Coalition employs a multi-unit stakeholder approach to create reach across the campus and within the community.
- Corvallis Relations Advisory Group (CRAG)
  - Spring 2015
  - Established by City of Corvallis and Oregon State University to enhance livability and community engagement. The group meets monthly to monitor progress of livability improvement projects and to share policy recommendations.
- OSU Prevention & Advocacy Coalition
  - Winter 2016
  - The OSU Prevention and Advocacy Coalition ensures strategic and coordinated campus-wide efforts related to prevention and advocacy and the broad use of evidence-informed best practices. The coalition has a goal to realize a vision of an OSU culture characterized by: (1)Respectful interactions and relationships, free of sexual assault and other forms of harassment and violence and (2) Safe and healthy attitudes, decision-making, and behaviors related to alcohol and other drugs.
- High Incident Weekend Strategy Group
  - Spring 2016
  - The City of Corvallis Police Department, Oregon State University and other partners, will implement prioritized strategies to improve community livability around high incident weekends and reduce high risk drinking.
- Neighborhood Livability Survey
  - Fall 2016
  - Random survey will provide a baseline of metrics from which the CRAG may measure the livability of Corvallis neighborhoods in subsequent years. Results will be used to identify livability concerns, and inform policy and programmatic recommendations for mitigating town-gown issues.
- Town Hall to Prevent Underage and High-Risk Drinking
  - Fall 2016

  - The town hall on November 3, 2016 will include support from the Substance Abuse and Mental Health Services Administration (SAMHSA) to facilitate an increased awareness of evidence based strategies and expanded collaboration to reduce high-risk drinking.
- Alcohol Responsibility Program
  - Fall 2016
  - Oregon State University / Corvallis, OR was selected as one of six town-gown communities to pilot a Alcohol Responsibility Program that promotes the responsible sale, service, and consumption of alcohol.

County and State Efforts

- Alcohol Advertising Restrictions
  - Spring 2010
  - OAR 845-007-0020; Restricts "happy hour" advertising language, location of advertisements, and limits various claims that could be made with advertisements.
- Special Response Notices
  - Summer 2010
  - Corvallis Ordinance Section 5.03.150.010; Police can issue a warning to residence if they suspect a violation of the law, if police return to the same residence within 30 days of the warning they receive a citation and are billed for the second call, office time, administrative overhead, and vehicle use. Students began receiving letters starting the Fall of 2015
- Community Livability Officers
  - Summer 2015
  - A voter approved tax levy authorized funding for three additional Community Livability Police Officers to improve livability and address chronic criminal behaviors which negatively impact the community and to
- Oregon's Medical Amnesty Law
  - Winter 2015
  - (ORS 471.430.10(a) If a person calls 911 for someone they think is experiencing alcohol poisoning, both the person making the phone call and the person in need of medical attention are protected from getting a Minor in Possession Charge regardless if they have been consuming alcohol and/or are under the age of 21.

Kings Boulevard and 29th Street

Impact to Natural Features

(Square Feet)

	Alignment		
	A	B	C
City Standard Slopes	702,367	1,028,968	1,244,714
Modified Slopes	389,142	584,621	638,412

Kings Boulevard and 29th Street

Maximum Cut & Fill Depth

(Feet)

	Alignment		
Max Cut	A	B	C
City Standard Slopes	26.80	29.25	49.65
Modified Slopes	19.80	27.56	31.13
Max Fill			
City Standard Slopes	15.48	61.23	43.20
Modified Slopes	21.57	37.54	26.53

TO: City Council
RE: Kings Boulevard Extension
FROM: Vanessa Blackstone, Timber Ridge Neighborhood Association President
DATE: September 19, 2016

Council,

City staff are presenting examples of information to you that will be helpful in rendering a decision regarding where, what, and in what capacity Kings Boulevard Extension through Taxlot 3500 will be developed. Having read the materials submitted in the Agenda packet, as well as speaking with Community Development Director Paul Bilotta, I am pleased to see impacts addressed in a more transparent fashion. Clear depiction of the positive and negative impacts is critical when decision makers face a choice that has no ideal result. This information, provided in a clear and concise way, will also streamline the public process as there will be less confusion of what is proposed, what the options are, and what the impacts will be.

To complement this information, I recommend the inclusion of the following:

- Bulleted list of opportunities and constraints listed for each alignment to allow a simple cost-benefit assessment at a glance
- Impacts for each alignment that include 29th street alignment. It isn't clear if these are included in the existing material
- City Staff indicate the "dead end" at the north end of King's aligns with a County-held easement across private property to construct a connection to Lester Avenue. This alignment involves a sharp 90-degree turn, and should be addressed when considering all alignments.
- At least one alignment that does not rely on the "dead end" as a fixed point, with intent to minimize natural features. This will allow Council to determine if a better road, long term, would be served by renegotiating easements out into the Urban Growth Boundary. See Figure 1 for a potential alignment that does not rely on the north fixed point. Conversations with City engineers indicated that an alignment in this location is plausible, but without direction from Council City staff will not make any other determinations
- Impacts for preferred alignment showing three lane build compared to two lane build. The North Corvallis Area Plan (NCAP) recommends a two lane build out to reduce impacts to natural features (NCAP Exhibit B-6). City staff have recommended a three lane build out instead. Comparison of the two options would help in prioritizing and making determinations.
- Information on the types of natural hazards and features so that Council can prioritize. I recommend using the Oregon Conservation Strategy, the overarching plan for conserving the state's fish and wildlife, to aid prioritization. The OCS is developed by the Oregon Department of Fish and Wildlife. Details can be found here: http://oregonconservationstrategy.org/overview/ Corvallis is actually a Conservation Opportunity Area, with recommended conservation actions called out in the plan: http://oregonconservationstrategy.org/conservation-opportunity-area/corvallis-area-forests-and-balds/
- Given that oak savannas are a Willamette Valley strategy habitat identified in the OCS, including the number of oaks removed by each alignment in the impact table will provide a deeper understanding of the protected vegetation that will be impacted. A very young conifer stand does not have the same ecological value as a mature oak grove or even a mature conifer grove.

- Assessment (from City staff) of how the new urbanization study as well as current build out of North Corvallis affects expected service area of Kings Boulevard. Zone changes and densities that have not and will not meet zoning have altered demand. While it is not required for City Staff or applicants to deviate from the 30-year old transportation plan, good planning relies on good data, and this unique situation calls for good planning.
- If future level of service of Kings Boulevard is determined to require a three-lane build-out, inclusion of a phased two-lane build out that allows expansion to three lanes once there is need.

I make these recommendations based on what my own state agency utilizes in decision making for the state park system. We frequently plan long-term for large parcels, including placement of facilities and evaluating natural features. An example that blends neighborhood concerns, natural features, and facilities can be found here: https://beltzplan.com/.

Kings Extension is a major capital project that will forever alter Corvallis. It will impact not only TRNA, but all of the residents downstream and everyone that looks up at the hillside, as well as future residents in the Urban Growth Boundary. A safe road that minimizes impacts to natural features will be beneficial to all of us in the long run. No alignment will be a perfect solution, and it is ultimately up to the Council to determine what aspects are prioritized over others.

Thank you for your time and attention,

Vanessa Blackstone
President, Timber Ridge Neighborhood Association

Figure 1. Kings Extension Alternative including off-property option

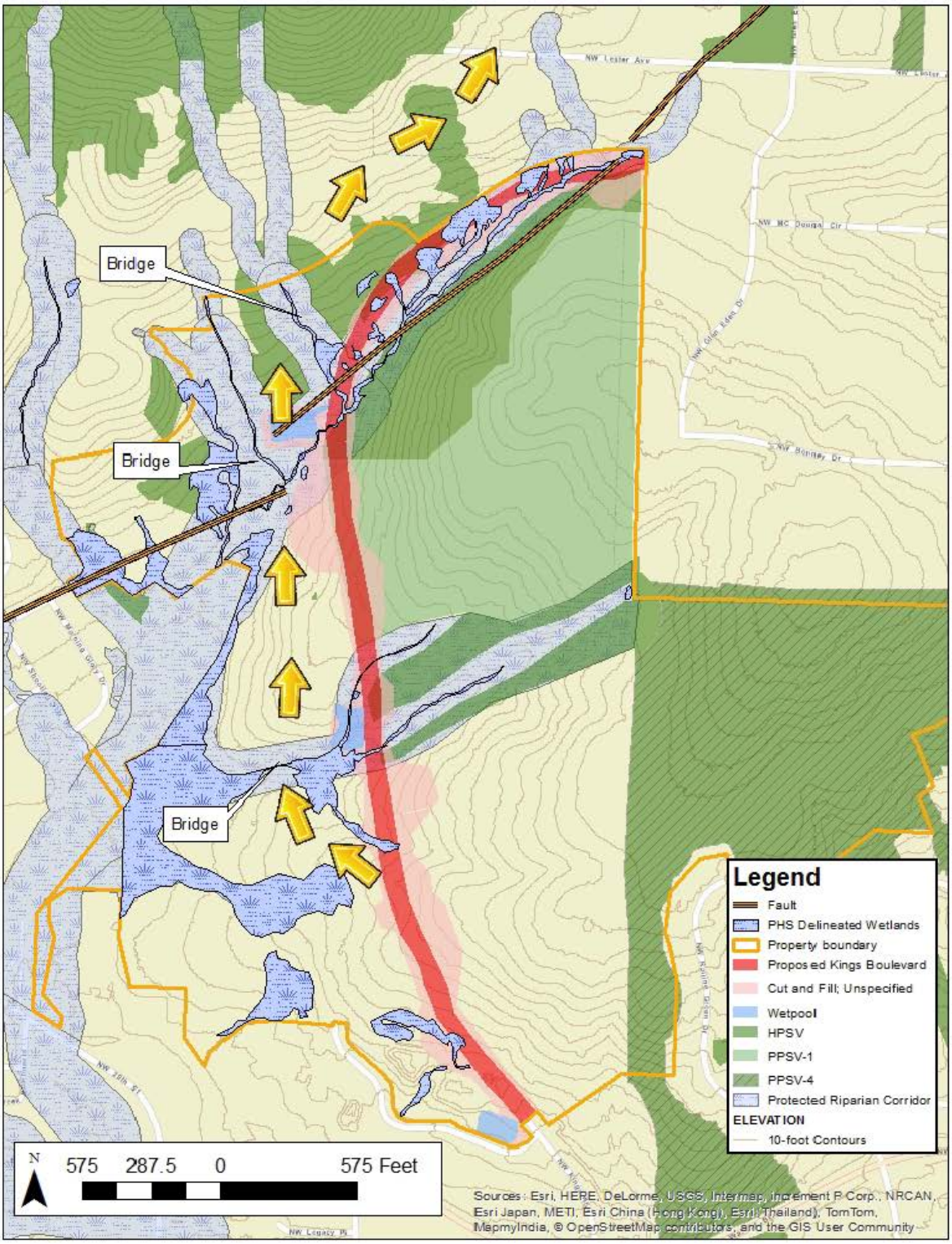
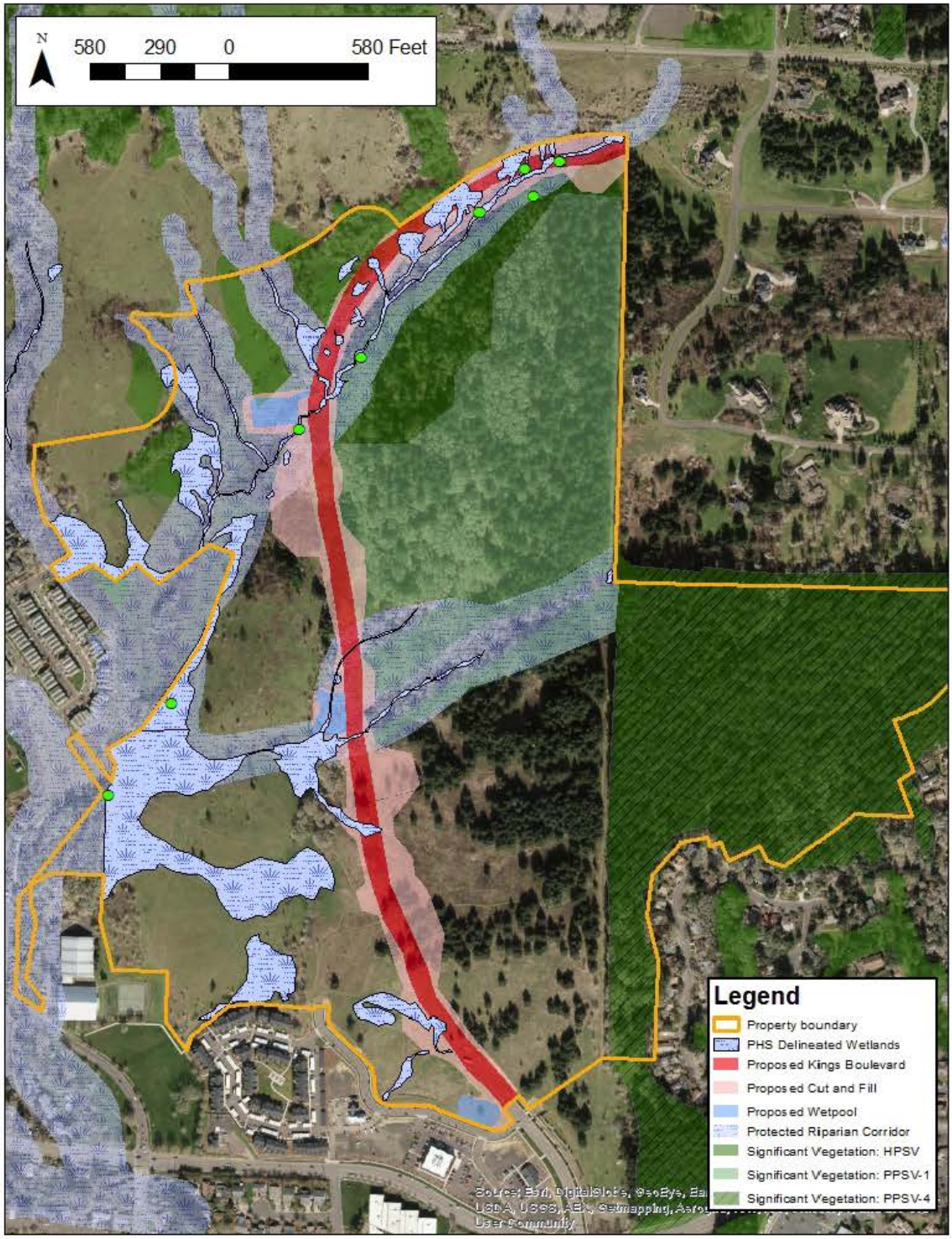


Figure 2. Kings Extension and Natural Features



Sept. 19, 2016
Kings Blvd. Extension – work session public comment.

Dear City Council, For the Kings Blvd Extension, I assume development of the entire right of way will take place before any development occurs? Does this set a legal precedent in the way sites are developed? What alternatives to full build out are there, build only one segment at a time if or when one application for development is finalized and SDC pay for this segment of roadway.

This preserves the remaining hill slope and view shed if the site is only developed to a lower percentage then from 100% build out.

Light pollution, fragmentation of habitat, view shed deterioration, ongoing and constant v shaped valley amplified topographic car noise and run off of chemicals into all drainage way will result from full build out of Kings and all the other roadway and buried utilities and water catchment and release infrastructure.

All remaining natural features will be impacted. Developer is not replacing any of the natural features they destroy, and for all the selections the percent of natural features they destroy should be listed out in English? Graphically it is difficult to see and think about all of these resource, for each station of all the three route alternatives. City Planning seems to be interested in slope angle, so select steeper cuts.

Example of listing out natural features per each section of road or station of roadway could be:

At station one, a 200 year old Oregon White Oak will be cut, ten douglas fir and six white alder will be cut and x tons of the east slope or side of the hill will be opened up. At Station two a ten foot wide riparian corridor will be bridged and a storm water catchment and release facility will be built along with it's own, very steep access/service road and all buried water drainage into this facility will be bulldozed, into very steep hill slope and x tons of native hill slope will be removed. At station 3, 16 doug fir will be cut and are x diameter, and three Oregon White Oak at x diameters and one 40 foot wide spring will be buried. In total the tree plot map should share what all will be cut and what all will be left and with each development the tree which remain may all need to be cut.

How does this process occur if PD applications are not in place to direct this massive landscape scale process? This process will damage the entire valley and if this developer does not build into every square inch here this roadway may be waste of resources, gas, and natural features.

What will occur at the terminus to North East of the parcel with Kings Blvd will it dead end? Does the City have to condemn land to make the connection to Lester Avenue?

This is backward planning and may still not legally valid under City of Corvallis land use process.

With Kings Blvd all other roadway which connect to it, and all buried utilities and all storm water drainage facilities will be built at one time, and this does not appear in this discussion. How many other natural features will be destroyed in when Kings blvd is built? All buried utilities under Kings, out from Kings right of way, and all other roadway and all drainage faculties will be also constructed together with Kings blvd build out.

I see no tree plot map for the various routes as a natural feature this developer proposes to cut extensive and huge number of trees at all age class, over the entire site, for Kings Blvd extension.

A tree map should be part of the evaluation of these natural features to be conserved or destroyed with the route and total build out of 100% of Kings Blvd., and all the connector roadway.

Routes offered save or take away what trees and at what ages? Oregon White Oak are important resource for Willamette Valley ecosystem. Cutting an oak takes away significant habitat resource, increases progression of decline of Oregon White Oak ecology and increases global warming. Applicant will not replace any lost native trees for the loss of significant numbers of Oregon White Oak forest volume, and other hardwoods such as Big Leaf Maple, Madrone, Cherry, Walnut, Cedar. Tree planted and grass planted will not replace lost 300+ year old Oregon White Oaks.

Attachment A is missing Wetland non locally protected and Delineated locally protected wetland graphics.

I do not see them in on the staff report, meeting packet maps I am looking at for this meeting. A hydrology map would be useful, to unbury it from the applicants presented messy too much information maps, and show just hydrology, stream locations, springs, wetlands and floodplains, so uncluttered, view can be seen to do comparison for locations of all the roadway not just Kings blvd and show all the hydrologic features which will be impacted.

Steep slopes hopefully can be evaluated in relation to allowing developer to be granted the permit to cut beyond expectable cut and fill standard to allow this develop to spend less money possibly on location of Kings Blvd so it aligns with 29th and all the other roadway connections that Kings will have to make. Slope angle map graphic cut away view would be nice for the proposed routes, and this is not in the meeting materials in packet that I see. At station one the grade is at station two the grade is at station three the grade is and the changed man made grade will be what?

I see that much of 29th appear on top of City of Corvallis Parks ownership and City is ok with giving land to this developer for a road project and not asking this road location to move into their ownership? Possibly since the city will get these roads to manage the developer is maximizing sellable land by moving the roadway off their tax lot as much as possible.

The location of 29th is not being changed it appears and it's location appears to be in City ownership. They are doing this because it aligns with Kings Blvd with less cost

to build or because they will plan to place the roadway on
city land to save space for building lots.

Fault lines which is documented may be part of this map but I do not see information graphically, and possibly this is not an issue since homes will not be placed on/over a documented fault but roadway/buried utilities will be. Safety of home above and below a fault area, on steep slopes and fill may be a man made landslide problem which increases over time and costs the city funds to keep on stabilizing roadway areas at fault locations. Homes in the area may already be documented to be moving or have deterioration in foundations as they are built on rotting basalt and sandstone.

If the fill placed in Kings Blvd liquefies and or slides downslope and into homes built below steep slope construction of a large portion/area of Kings Blvd, the associated buried Sewer line, water line may rupture, add problems to homes below the steep slopes of Kings Blvd in an earth moving event.

But normal movement of fill may also be needing to be stabilized and City may need to keep on finding funding to stabilize and repair a moving roadway when this developer give the roadway to the city to manage. How safe are lots below very steep cut and fill areas going to be?

Costs in long term repair and or safety because of slope angles of construction, presence of ancient still active landslide areas, erosion of fill downslope, repair of roadbed surface as it moves downslope, cracks and grade drops in historic landslide areas,leading to extensive and ongoing, costly retrofitting and repair to stabilize moving areas of this roadbed.

How stable will all the selections be in relation to slope stability and weigh this road will place on rotting basalt and sandstone geology? With area topography, steep slopes and run off may work to keep on adding to this roadways problems. How safe are homes below these selections from landslide, erosion or earth quake related landslide from Kings Blvd?

With drainage issues, all drainage facility for Kings Blvd and associated subdivisions may be built along with Kings Blvd and all the other roadway that are connected to Kings Blvd will also be built.

How are all these facilities impacting the area's older identified natural features if they are constructed in the riparian corridor and not evaluated for natural features loss?

Do natural features need to be ground truthed if they where mapped from aerial images only? How outdated are the data for natural features and should they be evaluated using newer data sets?

I do not see drainage structure, catchment basin construction site graphics in the attachment maps for the Sept. 20. work session and have concern about slope angle and grading limits also for the water catchment/release construction to be built at the same

time/ together with Kings Blvd and all the other connector roadway to be built all at once.

Grading will exceed LDC limits for drainage facilities and drainage facilities are to be built in the riparian flood plain of the headwater drainage of Dixon Creek. This is a natural feature degrade and should be part of this analysis and discussion process.

Hydrologically the more that a creek is built into the less surface area there is so water will erode out to the opposing side of a built structure, creating erosion and sediment transfer to the Willamette River from this location possibly, as erosion keeps on occurring every year as there may be no funds to suppress or control erosion associated with building into the riparian area for entire site's drainage catchment and release storm water system. Future degradation of Dixon Creek in this area may be extensive and ongoing and be too costly to repair and homes and property also could be impacted from flooding due to this limitation in floodplain and riparian area creating changes in stream morphology.

Thanks, Rana Foster

Community Development
Planning Division
501 SW Madison Avenue
Corvallis, OR 97333

Approved as submitted, September 13, 2016

CITY OF CORVALLIS
HISTORIC RESOURCES COMMISSION MINUTES
August 9, 2016

Present
Lori Stephens, Chair
Kristin Bertilson, Vice Chair
Peter Kelly
Mike Wells
Cathy Kerr
Charles Robinson
Rosalind Keeney
Kathleen Harris (leaving at 8pm)
Jim Ridlington, Planning Comm. Liaison

Staff
Carl Metz, Associate Planner
Aaron Harris, Associate Planner
Daniel Miller, Deputy City Attorney
Claire Pate, Recorder

Guests

Absent/Excused
Barbara Bull, Council Liaison

SUMMARY OF DISCUSSION

	Agenda Item	Recommendations
I.	Community Concerns	
II.	Public Hearings A. OSU West Dining Hall (HPP16-00010) B. Hartman House (HPP16-00014)	 Approved Approved, with revised Condition 3
III.	Minutes Review A. June 14, 2016	 Approved as drafted
IV.	Other Business/Info Sharing A. Goal 5 Rule Revision Overview B. Historic Preservation Plan Update	 For information only
V.	Adjournment at 8:25pm	

Attachments to the August 9, 2016 minutes:

A. Staff presentation of Goal 5 Rule Amendments.
B. Memo for LCDC regarding Goal 5 Rule Amendments.
C. Proposed Amendments to Goal 5 Rules for Historic Resources.

CONTENT OF DISCUSSION

Chair Stephens called the Corvallis Historic Resources Commission to order at 6:30 p.m. in the Corvallis Downtown Fire Station Meeting Room, 400 NW Harrison Blvd.

I. VISITOR PROPOSITIONS: none

II. PUBLIC HEARINGS –A. OSU WEST DINING HALL (HPP16-000010)

A. Opening and Procedures:

Chair Stephens reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria is contained in the staff report.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds

1. Conflicts of Interest - none
2. Ex Parte Contacts – none
3. Site Visits – Commissioners Kelly, Harris, Robinson, Kerr, Keeney, Bertilson all walked around the site.
4. Rebuttal of Disclosures - none
5. Objections on Jurisdictional Grounds – none

C. Staff Report:

Planner Harris gave the staff report pertaining to land use application HPP16-00010. The applicant is Susan Padgett, Associate Campus Planner for Oregon State University. Public notices were mailed to adjacent property owners and tenants on July 19th and staff has not received any public testimony.

The applicant is requesting approval to install two replacement mechanical units with attached screening on the Marketplace West Dining Center roof, located on the Oregon State University Campus. Additionally, the applicant's request includes the installation of three small condensers and

the relocation of one ventilation fan on the Marketplace West Dining Center roof. As described in the staff report, the three small condensers and the relocated ventilation fan will not be visible from any rights-of-way and are therefore exempt from HRC-level review per Land Development Code (LDC) 2.9.70.y.1.

He then gave a brief overview of the applicant's proposal.

Marketplace West Dining Center is a noncontributing/non-historic building located between Sackett Place and 30th Street within the OSU National Historic District. Adjacent contributing resources include Reed Lodge and Heckart Lodge to the north, Cauthorn Hall to the east, and Dryden Hall to the southwest.

The roof of Marketplace West Dining Center features older mechanical equipment installations and has no mechanical equipment screen wall. Some of the existing equipment has failed in the recent past. The existing mechanical equipment is located along the north and northeast sides of the roof. In this location, the existing equipment is unscreened and visible from the Jefferson Way right-of-way.

OSU currently needs to replace and upgrade the failing equipment with new units. The proposal will remove the existing, failing mechanical units and replace them with similar sized units with attached screening that matches the existing colors of Marketplace West Dining Center. The proposed screening is a grey louvered material selected to match the accent colors of Marketplace West and surrounding buildings. Due to the building's flat roof and low parapet wall, the preferred method of screening is screening attached to mechanical units.

The applicable approval criteria for the proposal are found in Chapters 3.36 and 2.9 of the LDC. Chapter 3.36 pertains to Oregon State University zoning and Chapter 2.9 pertains to historic preservation. The applicable provisions of LDC 3.36 live in section 3.36.60.02 for roof-mounted equipment. The Code states that, "no roof-mounted mechanical equipment shall be visible from the entrance of buildings that abut the development site." As previously noted, the applicant's proposal includes attached screening that matches the existing colors of the building. The screening will block views of the replacement mechanical units. Staff therefore finds that the provisions of LDC 3.36 are satisfied.

Moving on to LDC 2.9, the applicable provisions are contained in 2.9.90.06 and 2.9.100.04. The provisions of 2.9.90.06 pertain to compliance with City codes and ordinances. Staff has included a Condition of Approval stipulating that the applicant shall obtain all necessary building permits associated with the proposal and that all work conducted shall comply with applicable City and State Codes and Ordinances.

The provisions of 2.9.100.04.a. pertain to "Alteration or New Construction Parameters and Review Criteria for an HRC-level Historic Preservation Permit." Staff finds that the two proposed replacement mechanical units fall within the parameters for an HRC-level Historic Preservation Permit per 2.9.100.04.a.11, due to their visibility from the Jefferson Way right-of-way. Staff finds that the proposed screening for the replacement mechanical units falls within the parameters for an HRC-level Historic Preservation Permit per 2.9.100.04.a.16.

General Review Criteria for an HRC-level historic preservation permit live at 2.9.100.04.b.1 and .2. In summary, Marketplace West Dining Center is a noncontributing/non-historic building within the OSU National Historic District. The building has no historic integrity within the OSU National Historic District due to its noncontributing/non-historic building classification. The building was

constructed in 1961 and is a modern commercial, restaurant-style building. The building is in good condition but its mechanical systems are in need of replacement.

As previously noted, the proposed screening is a grey louvered material selected to match the accent colors of Marketplace West and surrounding buildings. The surrounding buildings are predominantly red brick and feature grey accents. The windows of adjacent Hawley, Cauthorn, and West Halls are grey metal and the trim on all surrounding buildings, and Marketplace West itself, is grey. The proposed material of the screen is grey, non-reflective and will blend into the sky and match the grey accent color of the surrounding buildings. Staff finds that the mechanical equipment screening is compatible with the District in terms of appearance and coloration.

Compatibility Criteria for Structures and Site Elements are contained in 2.9.100.04.b.3. In summary, the proposal will have no effect on the building's facades and no architectural features or details will be impacted. The proposal will not affect the scale and proportion of the existing structure and will not alter the building's roof shape. The proposed screening will provide screening at approximately 77 inches in height. Staff finds the alteration, as proposed and conditioned, to be historically compatible with both the design style and appearance of the Marketplace West Dining Center and the OSU National Historic District.

Based on the discussion, findings and conclusions addressed in the staff report, staff finds that the application is consistent with the applicable LDC review criteria for approval of an HRC-level historic preservation permit. Staff therefore recommends approval of the Marketplace West Dining Center preservation permit application HPP16-00010 as conditioned in the August 2, 2016, staff report to the Historic Resources Commission.

There were no questions of staff.

D. Legal Declaration:

Deputy City Attorney Daniel Miller stated that the Commission would consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they feel are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

Dave Dodson, Campus Planning Manager, introduced Rob Skaugstad with OSU Dining and Housing Services. Since Planner Harris had given a complete overview of the project, Mr. Dodson said he would just cover a few items in more detail.

OSU has a number of membrane roof systems which are typically good for 20-30 years. The roof warranty specifies that no additional penetrations be made in the roof, and for this reason the type of screening proposed for the rooftop equipment is a hanging screenwall system, which essentially hangs off the equipment with no roof-membrane penetration. This system is the most efficient way of addressing some of the screening requirements on campus.

There are two locations where new equipment will be installed. There will be a screen wall on the west, north and east sides, which are the sides on which the roof can be seen from Jefferson Way and across 30th Street. The most visible portion of the roof is to someone walking along Sackett Place approaching Jefferson Way, or to someone walking along Jefferson between Heckart and Reed.

They support staff's recommendation for approval, and were available to answer any questions.

F. Public Testimony in favor of the application: None.

G. Public Testimony in opposition of the application: None.

H. Neutral testimony: None.

I. Additional Questions for Staff: None.

J. Rebuttal by Applicant: None.

K. Sur-rebuttal: None.

L. Additional time for applicant to submit final argument:

The applicant waived the right to submit additional testimony and there was not a request for a continuance or to hold the record open.

M. Close the public hearing:

MOTION: By unanimous consent, Chair Stephens closed the public hearing.

N. Discussion and Action by the Commission:

MOTION: Commissioner Bertilson moved to approve the Marketplace West Dining Center preservation permit application (HPP16-00010), as conditioned in the August 2, 2016, staff report to the Historic Resources Commission. This motion is based on findings in support of the application presented in the August 2, 2016, staff report to the Commission, and findings in support of the application made by the Commission during deliberations on the request. Commissioner Keeney seconded the motion which **passed** unanimously.

O. Appeal Period:

Chair Stephens stated that any participant not satisfied with this decision may appeal to the City Council within 12 days of the date that the Notice of Disposition is signed.

II. PUBLIC HEARINGS –B. HARTMAN HOUSE (HPP16-00014).

A. Opening and Procedures:

Chair Stephens reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in

deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria is contained in the staff report.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds

1. Conflicts of Interest - none
2. Ex Parte Contacts – Commissioner Keeney visited the site, and asked questions of a worker who pointed out where various elements of the remodel would be located.
3. Site Visits – by Commissioners Kelly, Harris, Wells, Robinson, Kerr, and Bertilson; who viewed it from either the street or sidewalk. Commissioner Keeney got on site and viewed the structure, as noted above. Commissioner Bertilson later added that previously she had done an estate sale at the site, but it had been with a different owner.
4. Rebuttal of disclosures - none
5. Objections on Jurisdictional Grounds – none

C. Staff Report:

Associate Planner Metz stated that the case before them was for the Hartman House (HPP 2016-000014).The subject structure is located at 135 NW 30th St., within the College Hill West National Historic District. The District's National Register Nomination Form inventory identifies the house as the Henry and Marie Hartman House, and describes it as a two-story home designed in the Colonial style built in 1937. The house is classified as a Historic/Non-Contributing resource within the district. The nomination form is not explicit but it appears Non-Contributing classification was likely a result of a substantial alteration made to the garage in 1979. Additionally, it is conceivable the subject 1983-era greenhouse may have also contributed to this classification as a Non-Contributing resource, though it is not discussed in the inventory.

Planner Metz showed slides of elevations of the existing house. He also showed a floor plan and section views as included in the staff report. The proposal is to replace the greenhouse structure with a sunroom. The greenhouse is currently wood-framed with primarily glass panels, along with some Plexiglas components. The windowed panels would be replaced with asphalt roofing on the sloped portion and glass windows mounted on a low wall along the east, west and south elevations. The east and west walls are angled into the south wall.

The applicant also requests permission to replace the existing double-hung window on the south wall of the main structure- which matches the other first floor windows of the main structure - with a single, windowed French door in order to provide access from the house to the sunroom. The greenhouse is currently only accessible through an exterior storm door.

The applicant has provided three options for consideration, with their preferred option as Option A. They wished to present a range of alternatives that would be viable from their perspective and give the Commission the opportunity to choose another if they felt it more appropriate. The various options

rearrange some of the components with some difference in window dimensions, but are essentially the same. The French door remains a constant with all options.

Staff is also recommending a fourth option – Option D – which is a combination of elements of Options B and C. This recommendation is offered as a means of better addressing the façades and pattern of window and door opening compatibility considerations. Planner Metz then showed slides of and described all four options, as provided in the staff report on pages 10-11. One chief consideration and difference for the various options was the location of the electric meter base. Option A has the electric meter on the west, or front façade, of the sunroom making it most accessible for electrical company personnel to access. Options B and D place the meter base on the south façade, which provides adequate accessibility; while Option C shows the base located on the east, or rear, façade, making it less convenient. Staff-proposed Option D would replace the two front panels with two single-hung aluminum clad wood windows as in Option C, with the south façade being similar to that proposed in Option B.

Planner Metz then summarized the review criteria and staff findings as presented on pages 7-10 of the staff report. On balance all options presented are complementary and meet the criteria. Options C and D include west façade windows with a larger upper sash that closely align horizontally with the lower sash of the adjacent window on the main structure. This provides a visual tie to the original building while also maintaining a clear differentiation between the original and the addition.

Staff recommends approval of the application, as conditioned. In staff's opinion, Option D better addresses the façades and patterns of window and door openings compatibility considerations, and is included as a recommended Condition 3.

In response to a question from Chair Stephens, Planner Metz said that Option C was not recommended simply because of the meter base being on the rear façade, and less accessible.

In response to a question from Commissioner Keeney, Planner Metz said that he had discussed staff's recommendation with the owner and that they might be proposing an adaptation of that recommendation during their presentation.

In response to a question from Commissioner Harris, Planner Metz said that the greenhouse had received a permit at the time it was built, but he did not know if it had been intended as a temporary or permanent addition.

In response to questions from Commissioner Bertilson, Planner Metz said that the location of the electric meter base was outside the HRC's usual purview. It is being considered simply because it impacts the architecture of the space in that windows have to be moved around to accommodate it. He further stated that it would be entirely appropriate for HRC to approve multiple options from which the applicant could then choose.

D. Legal Declaration:

Deputy City Attorney Daniel Miller stated that the Commission would consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they feel are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

Greg Giles, owner; and Chuck Noone, the Village Builder, introduced themselves. Chuck Noone thanked staff for their help and for putting together a good report. He gave some of the history of why three options were being presented. He referred to page A-25 in the packet which depicted the existing greenhouse which was in a deteriorated state. It did not make sense to rebuild it, and the owner suggested making it a sunroom. Option C was his first attempt at coming up with something that would mimic what was already there and yet change the function of the room. Currently, there is a gravel floor and the greenhouse is accessed by an exterior storm door on the west side, and has no entryway into the house. The electric meter base is an issue, and with Option C the intent was to relocate it from its existing location inside the greenhouse on the east end of the south wall to the exterior east wall of the proposed sunroom. This arrangement, however, requires the electrical lines to be strung across the entire south side of the house in front of the upper bedroom windows. In Option A, the meter base is shown located on the west façade, closest to the power lines and to the street. This option requires replacing the existing configuration of two windows in the west façade with just one. Option B was an attempt to put the meter base flush on the west end of the south façade, still close to the street, but not visible from the street. This option would reduce the number of windows on the south façade from five to four, which also gives this structure a bit more strength in that there is more wall space on each end of the south wall. He referred to page A-20, which shows the proposed windows on the east and west façades to be single windows as opposed to double windows, each 42" wide x 60" tall in size. This size is the same size as the windows on the south side. All six windows would be similar in size. Originally, he made the upper sash and the lower sash the same size, to maximize the amount of air coming into the house for cross ventilation.

In talking with Planner Metz, he indicated that staff liked the east and west windows as depicted in Option C, in that the upper sash is larger than the bottom, and the midrail of the windows line up with the windows on the west side of the main structure. For this reason, staff came up with Option D. The applicant also likes how the sashes line up, but would prefer to have one larger window on the west and east sides for air movement, as opposed to the two smaller windows depicted in both Options C and D. More air can come through one larger window than through two smaller windows. Therefore, Option D as proposed by staff but with just a single window on the east and west façades would be the preference.

He referred to attachment 3-C in the packet, and said that the inside of the sunroom would be mostly sheet rocked and would have a vaulted ceiling. Some of the siding on the original building would be replaced and they would propose to have the sided material be the same instead of sheet rocked.

He then referred to Attachment A-27, and explained how they wished to replace the glass panels on the sloping roof of the greenhouse/sunroom with the asphalt roof, so that anyone having to escape from a fire through the southwest bedroom window would not have to step out on to a glass panel.

In response to a question from Commissioner Kelly, Mr. Giles said that Option D was acceptable but their preference was to have just one larger window on the east and west façades. Mr. Noone said that they preferred to have whatever options that were acceptable to the Commission approved so that they could have some flexibility. Staff has indicated that all the options meet the criteria. Their least preferred option would be to have to place the meter base on the rear, or east, façade, as shown in Option C.

Planner Metz clarified that in subsequent conversations with the applicant after the staff report was written, the applicant indicated that they would like a combination of the front and rear façades with a single window as shown in Option B, but with a lower sash reduced in height to be similar to that shown in Option C. The window would not be quite as wide as shown in Option C, and the location of the meter base would be as shown in Option B.

Commissioner Keeney stated that it seemed fairly easy to combine Options C and B, by just changing the one window configuration.

In response to a question from Chair Stephens, Mr. Noone affirmed that they were not proposing divided-light windows.

In response to a suggestion from Commissioner Kerr that the structure might benefit from having the east and west walls stepped in, Mr. Noone said that they were using an existing foundation wall and wished to duplicate the existing footprint.

F. **Public Testimony in favor of the application**: None.

G. **Public Testimony in opposition of the application**: None.

H. **Neutral testimony:** None.

I. **Additional Questions for Staff:** None.

J. **Rebuttal by Applicant:** None.

K. **Sur-rebuttal**: None.

L. **Additional time for applicant to submit final argument:**

The applicant waived the right to submit additional testimony and there was not a request for a continuance or to hold the record open.

M. **Close the public hearing**:

MOTION: By unanimous consent, Chair Stephens closed the public hearing.

N. Discussion and Action by the Commission:

Commissioner Kelly asked for clarification where the meter base was in Option D since Attachment C-3 showed two locations. Planner Metz clarified that it was on the south wall.

Commissioner Bertilson suggested that commissioners weigh in on their preferences. She said she would prefer the lowered sash on the front window, and was fine with only one window as opposed to two. She was okay with any of the options, as long as in Option B the sash is lowered. Commissioner Keeney said Option B is fine, but with one window with a lowered sash. Commissioner Kelly said his opinion was that the applicant should get approval for all of the options. Commissioner Harris said her preference was to not have the meter base on the front of the house. Otherwise, she is okay with both Options B, as modified, and D. Commissioner Wells said that Option A was not acceptable because it changes the look of the window so much. Otherwise Options B, C, and D would be acceptable. Commissioner Robinson said he was alright with all four options, though his preference would be for B and D. Commissioner Kerr said she liked B and D as options, with the revised window sash.

Planner Metz again explained that installation and location of the meter base is an exempt activity and not necessarily germane; however it impacts aspects such as placement of windows, etc.

Commissioner Bertilson summarized by stating it seemed all were in agreement with the fact that the lowered sash on the front window makes it more historically compatible with the main structure.

MOTION: Commissioner moved to approve the Hartman House Historic Preservation Permit application (HPP16-00014), conditions 1 and 2 in the August 9, 2016, staff report to the Historic Resources Commission; and a condition 3 as revised by the Commission as follows:

3. Approved Sunroom Options – Development shall be consistent with any of the options described below:
   a. Sunroom Option B Modified – Development consistent with Option B as described in the August 9, 2016, staff report to the HRC, and depicted in Attachment HRC-A of the August 9, 2016, staff report to the HRC, except that the SW and SE-facing windows (labeled as window "E") shall have reduced lower sash heights similar to those depicted in Option C as window "B,"; or
   b. Sunroom Option C – Development consistent with Option C as described in the August 9, 2016, staff report to the HRC, and depicted in Attachment HRC-A of the August 9, 2016, staff report to the HRC; or
   c. Sunroom Option D – Development consistent with Option D as described in the August 9, 2016, staff report to the HRC, and depicted in Attachment HRC-C of the August 9, 2016, staff report to the HRC.

This motion is based on findings in support of the application presented in the August 9, 2016, staff report to the Commission, and findings in support of the application made by the Commission during deliberations on the request. Commissioner Kerr seconded the motion.

Commissioner Kelly asked why Option A was not acceptable. Commissioner Bertilson said it was because of the placement of the west façade window so close to the south wall in order to accommodate the meter base.

The motion **passed** unanimously.

(Commissioner Harris left the meeting.)

O. Appeal Period:

Chair Stephens stated that any participant not satisfied with this decision may appeal to the City Council within 12 days of the date that the Notice of Disposition is signed.

III. MINUTES REVIEW.

A. June 14, 2016:

MOTION: Commissioner Kelly moved and Commissioner Wells seconded to accept the minutes as presented; motion **passed** unanimously.

IV. OTHER BUSINESS/INFORMATION SHARING.

A. Goal 5 Rule Revision Overview:

Using a PowerPoint presentation for reference **(Attachment A)** Planner Metz gave an overview of action taken by Department of Land Conservation and Development to initiate consideration of proposed amendments to OAR 660-023-0200, "Historic Resources." This rule implements the portion of Statewide Planning Goal 5, "Natural Resources, Scenic and Historic Areas, and Open Spaces," relating to historic resource sites. The intent is to make some changes to the Goal 5 rules and how it applies to local jurisdictions in order to be in compliance. He referred to the documents distributed to the HRC as 1) memo dated July 7, 2016, to Land Conservation and Development Commission from Jim Rue, Director et al **(Attachment B)**; and 2) a document entitled "Proposed Amendments to the Goal 5 Rule for Historic Resources. **(Attachment C)**

One of the issues is that there are local jurisdictions that do not have a base level of protection for historic resources and fall short of meeting Goal 5. This would establish a minimum level of protection standard for National Register resources, without requiring a local jurisdiction to adopt a local standard. Corvallis has adopted its own local standard, but for any new National Register resources added this base level of protection standard would apply. Planner Metz then reviewed some of the other changes to definitions, etc. as outlined in his presentation.

He explained that a Rulemaking Advisory Committee would be formed and would be meeting through October to review the proposed amendments. Benton County would be well represented since Chris Bentley, Benton County Planner, will be appointed. In addition, local advocate B.A. Beierle will also participate as one of the citizens on the Committee. LCDC will hold a public hearing, with possible adoption in November. If needed, an additional hearing will be held in January 2017. The State Historic Preservation Office will be providing updates, and he would forward those updates on to the commissioners as he receives them.

There are implications for Corvallis, but they will become clearer once final language is adopted. Possibly, the City will want to consider options for local designation for future National Register resources.

In response to a question from Commissioner Keeney, Planner Metz said there are only three individually listed National Register resources that are not also locally listed: the Gorman House, the Poultry Building and the Bexell House.

B. Lake Oswego Case:

Planner Metz said that the Oregon Supreme Court reversed the Circuit Court decision and confirmed LUBA's statement that as far as owner consent is concerned, it does not carry forward to subsequent owners. The owner with standing to object to local designation is the owner at the time of the designation.

C. Chair Stephens read an email from Council Liaison Bull regarding the King Legacy Advisory Board taking up consideration of naming and/or renaming public buildings, streets and parks, etc. She asked that commissioners share any thoughts with her relating to this undertaking.

D. **Historic Preservation Plan Update:**

Planner Metz said that staff members have been working with the consultant to establish a core, base document relating to Corvallis' history, historic preservation regulatory framework, and description of other organizations that are involved in preservation. The next step will be the public participation component, and all the feedback received will generate goals and objectives, with action items to implement them. An advisory committee will be convened with representation from HRC. This committee will undertake stakeholder outreach, and will likely meet with HRC in late September.

V. ADJOURNMENT: The meeting was adjourned at 8:25pm.

OREGON STATEWIDE PLANNING GOAL 5 AMENDMENT

OVERVIEW

- Statewide Planning Goal 5 addresses Natural Resources, Scenic and Historic Areas, and Open Spaces
- "Local governments shall adopt programs that will protect natural resources and conserve scenic, historic, and open space resources for present and future generations. These resources promote a healthy environment and natural landscape that contributes to Oregon's livability."
- OAR 660-023 contains procedures and requirement for complying with Goal 5
- Includes requirements for inventorying and protecting historic resources

OVERVIEW

- Land Conservation and Development Commission (LCDC) voted to initiate amendments to the "Historic Rules" of Statewide Planning Goal 5 at July 22, 2016 meeting
- Purpose of amendments:
  - Establish a minimum level of protection for National Register resources
  - Clarify applicability of ORS owner consent provisions to National Register resources
  - Better explain relationship of Goal 5 standards and the Secretary's Standards
  - Clarify who has standing under owner consent provisions

NATIONAL REGISTER PROTECTIONS

- Primarily geared toward addressing local jurisdictions who have not established local protection measures
- Amendments:
  - Establish minimum protection standards for National Register-listed resources
  - Protections beyond this minimum would require local designation
  - Remove definition of "Historic Areas" - *unused*
  - Replace term "Historic Resources of Statewide Significance" with "Historic Resources of Statewide Interest" – definition would not be changed
  - Add the delay of permits for demolition, relocation, or major exterior alteration of a historic resource to the definition of "Protect"
  - Add definition of "Property Owner"

OWNER CONSENT: DEFINITION

- Property Owner would be defined to clarify that public owners and some "owners of interest" are entitled to owner consent requirements for local protection measures
- Clarifies confusions caused by how Oregon views ownership and how NPS defines it for purposes of National Register listing

GOAL 5 STANDARD PROCESS & SECRETARY OF INTERIOR'S STANDARDS

- Explain how the standard Goal 5 process is augmented by the Secretary of Interior's Standards and Guidelines for Archeology and Historic Preservation
- Use of Federal standards is generally preferred but is voluntary for local governments so rules are difficult to follow
- Unclear which standard processes are superseded by historic-specific provisions

GOAL 5 STANDARD PROCESS & SECRETARY OF INTERIOR'S STANDARDS

- Amendments:
  - Use national guidance to inform protection measures for National Register resources
  - Specify which aspects of the standard process are being superseded
  - Specify the this section only applies to local program designations
  - Clarify that local protection measures should be adopted before locally significant resources are identified
  - Place more emphasis on the need for a "local historic context" as a basis for local protection

OWNER CONSENT: STANDING AND DELISTING

- Amendments:
  - Clarify what it means to have a local historic designation "imposed" upon a property owner
  - Provide a path for removing a local designation consistent with federal guidance
    - Value of resource has diminished since its listing, or
    - Conflicting priorities that supersede the value of maintaining the designation

RULEMAKING ADVISORY COMMITTEE

- Rulemaking Advisory Committee (RAC) will be established made up of:
  - Local government planners (2 City, 1 County)
  - Statewide advocacy organization rep
  - Citizens (3)
  - State Advisory Committee on Historic Preservation member
  - Historic preservation consultant
  - Tribal rep(s)
  - LCDC Member

PUBLIC PROCESS

- Tentative Schedule
  - RAC meetings through October 2016
  - LCDC public hearing and possible adoption in November 2016, with possible additional hearing in January 2017
- Oregon SHPO will continue to provide updates

LEVI HENKLE HOUSE

DANGEROUS BUILDING DECLARATION

- A violation inquiry RE: general safety of the site and structure was submitted on June 14, 2016
- A site inspection was conducted on July 5, 2016, though access was not provided into the structure
- The inspector found:
  - Dangerous structural conditions (porch and rear addition)
  - Unsecured access to the structure resulting in a public nuisance
- These conditions qualify as "dangerous"
- Notice of this declaration was made August 5, 2016

502
DO NOT
ENTER

NEXT STEPS

- The site is to be fenced by August 18, 2016
- Three options available to the owner:
  1. Repair the structure sufficiently to address violations
  2. Demolish the structure
  3. Provide an engineer's report of its structural integrity. This may be for a portion of the structure if the other portions are to be repaired and/or demolished
- Any action by the property owner will likely require an HRC-level HPP

Oregon
Kate Brown, Governor

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July 7, 2016

TO: Land Conservation and Development Commission

FROM: Jim Rue, Director
Rob Hallyburton, Community Services Division Manager
Amanda Punton, Natural Resources Specialist

SUBJECT: **Agenda Item 12, July 21-22, 2016, LCDC Meeting**

INITIATION OF RULEMAKING REGARDING PROTECTION OF HISTORICE RESOURCE SITES UNDER STATEWIDE PLANNING GOAL 5

I. AGENDA ITEM SUMMARY

This agenda item is for the Land Conservation and Development Commission (commission or LCDC) to initiate rulemaking to amend OAR 660-023-0200, "Historic Resources." This rule implements the portion of Statewide Planning Goal 5, "Natural Resources, Scenic and Historic Areas, and Open Spaces," relating to historic resource sites. The purposes of the proposed amendments are to:

1. Achieve a well-articulated base level of protection for historic resources listed in the National Register of Historic Places (National Register) that can be applied directly without the need to amend local codes.

2. Clarify the circumstances under which the owner consent provisions in ORS 197.772(1) apply to resources listed in the National Register.

3. Better explain how the standard Goal 5 process described in OAR 660-023-0030 through 0050 is augmented by the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation, published by the National Park Service (NPS).

4. Clarify who has standing under the owner consent provisions of ORS 197.772(2) and highlight an alternate path for removing a local historic designation.

The Department of Land Conservation and Development (DLCD or department) proposes that the commission initiate rulemaking at its July 2016 meeting, with a first public hearing and possible adoption in November 2016.

For further information, please contact Rob Hallyburton, Community Services Division Manager, at 503-934-0018 or rob.hallyburton@state.or.us.

II. BACKGROUND

Advisory committee and work group recommendations, staff reports, and draft rules leading to the September 1996 adoption of OAR chapter 660, division 23 (the "Goal 5 rule") indicate that a fundamental premise of the rulemaking process was that the commission should determine the state's interest in each resource category in order to guide rule making, and the revised Goal 5 process should reflect these stated interests. For historic resources, this led to a "must-protect" standard for properties listed in the National Register and a "may-protect" standard for locally designated historic resources.

When the Goal 5 rule was adopted by LCDC, the commission assumed that all cities and counties would come into compliance with the rule through statutorily mandated periodic review.[1] Due to statutory changes that have exempted most cities and all counties from the requirement to complete periodic review, this has not come to be. For cities that still go through periodic review, the required scope of review has narrowed such that historic preservation is unlikely to be addressed. Because OAR 660-023-0200 (the historic resources protection rule) provides local governments considerable flexibility in how they implement historic preservation programs, combined with the loss of periodic review, local implementation varies widely. Some communities have a fully developed historic preservation program that automatically applies to sites listed in the National Register. Others offer little or no protection.

A. The current rule

The Goal 5 historic rule makes a distinction between "historic resources of statewide significance" and other historic resources. It defines "historic resources of statewide significance" as buildings, structures, objects, sites, and districts listed in the National Register of Historic Places, and within approved National Register.[2] It requires local governments to protect all historic resources of statewide significance through local historic protection regulations, regardless of whether these resources are "designated" in the local plan. The rule, however, only describes one approach for designing a local historic preservation program and selecting local protection measures. The description provides guidance rather than standards, and initiation of a

[1] "Periodic review" is a scheduled update of a local government's comprehensive plan and land use regulations.

[2] The terms "statewide significance" and "local significance" mean different things for the state and federal programs. The National Park Service's historic preservation program recognizes sites of local, state, regional, and national significance. These classifications refer to the nature of the site and the historic events, or architectural themes that contribute to a site's significance. For example, a site classified as "locally significant" can be listed in the National Register of Historic Places. The Goal 5 rule uses the term "historic resource of statewide significance" to mean sites the State of Oregon has decided are worth protecting (all sites listed in the National Register), while "locally significant sites" refers to sites a local government has decided are worth protecting.

program is easily interpreted as optional. Aside from a general definition of "protect," the rule does not set standards for implementing the "shall protect" directive for National Register sites.

The decision to rely on a voluntary, incentive-based federal program to identify properties that must be protected by local historic resource protection programs has resulted in unforeseen consequences. As written and applied, OAR 660-023-0200 discourages participation in the National Register program. The application of local review criteria can be perceived as costly and burdensome by some property owners. The State Historic Preservation Office (SHPO) has found property owners and local jurisdictions reluctant to participate in the federal program because they do not want to trigger state or local Goal 5 requirements. The disincentive to participate in the federal program is particularly evident in discussions surrounding listing historic districts in the National Register.

B. Status of local programs

A SHPO survey of local jurisdictions in March 2016 revealed great variation in how National Register sites are addressed under local Goal 5 historic resources programs. Some jurisdictions provide no review of the intended demolition or significant alteration of properties listed in the National Register. Some jurisdictions incorporate National Register properties into the same review process they apply to locally designated resources, and some have a separate review process for National Register properties.

C. Rulemaking

The department expects considerable interest in this rulemaking by stakeholders. One motive for this proposed rulemaking to formulate a solution acceptable to stakeholders so that historic preservation does not become an issue at the next legislative session. While agreement may not be easily achievable, the commission is the better setting for correcting land use policy.

The department proposes to initiate rulemaking at the July 2016 meeting and convene the rulemaking advisory committee as soon as possible. The rule project will take approximately three months, with a first public hearing and possible adoption in November 2016, and a potential second hearing date (if necessary) in January 2017. If a solution proves elusive during this timeframe, the department may recommend terminating the rulemaking project.

III. DEPARTMENT RECOMMENDATION AND DRAFT MOTION

The department recommends that the commission formally initiate the rulemaking process and delegate appointment of a rulemaking advisory committee (RAC) to the director. The department is working with SHPO to introduce the proposed rule amendment concepts to stakeholders. Inquiries regarding interest in RAC membership will be made during the introductory meetings. These meetings have not commenced at the time of this report, and RAC formulation likely will not be complete by the July commission meeting. The department will also seek a member of the commission for the RAC. The department recommends that the commission approve the following positions for the RAC:

- Local government planners (two city, one county)
- Statewide advocacy organization representative
- Citizens (three)
- State Advisory Committee on Historic Preservation member
- Consultant experienced in National Register nominations
- Tribal representative(s)
- Commission member

Recommended motion: I move the commission initiate rulemaking to amend OAR 660-023-0200 and approve positions for a rulemaking advisory committee as recommended by the department.

IV. PUBLIC INVOLVEMENT

The procedures for public involvement under the commission's "Citizen Involvement Guidelines for Policy Development" (the CIG) are being followed in this process. This includes: (1) consultation with the Citizen Involvement Advisory Committee (CIAC) during the process; (2) establishing and publicizing a schedule of RAC meetings and LCDC meetings to provide opportunities for participation by the public; (3) having rulemaking information available in paper form and on the department's website; and (4) providing opportunities for members of the public to comment directly to the department and commission. The procedures for public involvement will be utilized when the workgroup meets and when the commission engages the public in the rule amendment process.

An electronic mailing list is being created by the department to provide information and to notify interested persons of RAC meetings and commission hearings. Information will be available on the department's website. Persons interested in being included on the mailing list should contact Casaria Taylor at 503-934-0065 or by email at casaria.taylor@state.or.us.

Proposed Amendments to the Goal 5 Rule for Historic Resources

The Department of Land Conservation and Development (DLCD), with the input and advice of the State Historic Preservation Office (SHPO), proposes to address four priority issues with amendments to the Goal 5 rule for historic resources (OAR 660-023-0200):

1. Achieve a well-articulated base level of protection for historic resources listed in the National Register of Historic Places (National Register) that can be applied directly without the need to amend local codes.
2. Clarify the circumstances under which the owner consent provisions in ORS 197.772(1) apply to historic resources listed in the National Register.
3. Better explain how the standard Goal 5 process described in OAR 660-023-0030 through 0050 is augmented by the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation, published by the National Park Service (NPS).
4. Clarify who has standing under the owner consent provisions of ORS 197.772(2) highlight an alternate path for removing a local historic designation.

A new section would be added to the rule to address the first two issues. The new section would describe a protection standard for properties listed in the National Register; require the standard be applied directly to sites listed in the National Register after the date of rule amendments; and require that additional protection measures be applied through a local designation process subject to owner consent, also after the date of rule amendments. The addition of a definition for "property owner" would clarify that public owners and some "owners of interest" are entitled to consideration under ORS 197.772(1) (owner consent).

The third issue would be addressed by amending existing provisions of sections (3) through (5) of the rule. The intent of the rule would not be changed, but amendments would clarify how guidance provided by NPS regarding the treatment of properties listed in the National Register informs local Goal 5 historic protection plans and local inventories of designated historic sites.

The fourth issue relates to ORS 197.772(2) and the Carmon house case, currently under consideration by the Oregon Supreme Court. A survey conducted by SHPO identified jurisdictions that misapplied the statute, which requires local historic designations to be removed from a property if it was is imposed without owner consent. Rule amendments would describe standing under ORS 197.772(2).

Base level protection for sites listed on the National Register of Historic Places

History

Advisory committee and work group recommendations, staff reports, and draft rules leading to the September 1996 adoption of OAR chapter 660, division 23 (the "Goal 5 rule") indicate that a fundamental premise of the rulemaking process was that the Land Conservation and Development Commission (LCDC) should determine the state's interest in each resource category in order to guide rule making, and the revised Goal 5 process should reflect these stated interests. For historic resources, this led to a "must-protect" standard for properties listed in the National Register and a "may-protect" standard for locally-designated historic resources.

When the Goal 5 rule was adopted by LCDC, the commission assumed that all cities and counties would come into compliance with the rule through statutorily mandated periodic review.[1] Due to statutory changes that have exempted most cities and all counties from the requirement to complete periodic review, this has not come to be. For cities that still go through periodic review, the required scope of review has narrowed such that historic preservation is unlikely to be addressed. Because OAR 660-023-0200 (the historic resources protection rule) provides local governments considerable flexibility in how they implement historic preservation programs, combined with the loss of periodic review, local implementation varies widely. Some communities have a fully developed historic preservation program that automatically applies to sites listed in the National Register. Others offer little or no protection.

The current rule

The Goal 5 historic rule makes a distinction between "historic resources of statewide significance" and other historic resources. It defines "historic resources of statewide significance" as buildings, structures, objects, sites, and districts listed in the National Register, pursuant to the National Historic Preservation Act of 1966, as amended.[2] It requires local governments to protect all historic resources of statewide significance through local historic protection regulations, regardless of whether these resources are "designated" in the local plan. The rule, however, only describes one approach for

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[2] The terms "statewide significance" and "local significance" mean different things for the state and federal programs. The National Park Service's historic preservation program recognizes sites of local, state, regional, and national significance. These classifications refer to the nature of the site and the historic events, or architectural themes that contribute to a site's significance. For example, a site classified as "locally significant" can be listed in the National Register of Historic Places. The Goal 5 rule uses the term "historic resource of statewide significance" to mean sites the State of Oregon has decided are worth protecting (all sites listed in the National Register), while "locally significant sites" refers to sites a local government has decided are worth protecting.

designing a local historic preservation program and selecting local protection measures. The description provides guidance rather than standards, and initiation of a program is easily interpreted as optional. Aside from a general definition of "protect," the rule does not set standards for implementing the "shall protect" directive for National Register properties.

The decision to rely on a voluntary, incentive-based federal program to identify properties that must be protected by local historic resource protection programs has resulted in unforeseen consequences. As written and applied, OAR 660-023-0200 discourages participation in the National Register program. The application of local review criteria can be perceived as costly and burdensome by some property owners. SHPO has found property owners and local jurisdictions reluctant to participate in the federal program because they do not want to trigger state or local Goal 5 requirements. The disincentive to participate in the federal program is particularly evident in discussions surrounding listing historic districts in the National Register.

Status of local programs

A SHPO survey of local jurisdictions in March 2016 revealed great variation in how National Register sites are addressed under local Goal 5 historic resources programs. Some jurisdictions provide no review of the intended demolition or significant alteration of properties listed in the National Register. Some jurisdictions incorporate National Register properties into the same review process they apply to locally designated resources, and some have a separate review process for National Register properties

Proposed amendments

Amend Section (1)

- Remove the definition for "historic areas" (the term was not used in the rule).
- Replace the term "historic resources of statewide significance" with the term "historic resources of statewide interest." The definition would not be changed.
- Add the delay of permits for demolition, relocation, or major exterior alteration of a historic resource to the definition of "protect." This would become the minimum standard for a local protection program.
- Add a definition for "property owner."

New section

- Explain how this rule supersedes the standard Goal 5 process described in OAR 660-23-0030 through 0050 for sites of statewide significance;
- Set baseline protection standards that apply directly to National Register sites until they are incorporated into a jurisdiction's comprehensive plan and code.

- For properties listed after the effective date of rule amendments, require that a National Register property be locally designated as a significant resource in order to apply additional local protection standards.

Owner consent provision in ORS 197.772(1) and its application to sites listed on the National Register of Historic Places

History

ORS 197.772 is the codification of Senate Bill 588 from the 1995 legislative session. Section (1) allows a property owner to withhold consent to any form of historic property designation. When SB 588 was being deliberated by the Legislature, language was inserted to preserve Oregon's ability to participate in NPS' historic preservation program. SHPO operates with technical and financial support from NPS. SHPO also administers a program that distributes NPS grant funds to Certified Local Governments and property owners. These grants enabled preservation projects that might not otherwise proceed.

Both state law and the National Register program include a provision for owner consent. However, the National Register has a very narrow definition of owner and a process for determining owner consent in the case of a historic district nomination, neither of which exist in state law. The National Register defines "owner" as those with a "fee simple interest" and prohibits public entities from preventing a nomination. This means that public entities, including service districts, have no standing when a property or resource in their ownership is considered for listing in the National Register. Additionally, a district listing may only be prevented when the majority of the owners object to listing. There is no individual right to opt out of listing within a National Register-listed Historic District. Once listed, NPS does not require local protections for a National Register listed property. NPS assumes that state and local governments will incorporate federal listings into local voluntary, incentive-based preservation programs; however, this is not the case in Oregon.

Consistent with federal laws, ORS 197.772(1) explicitly states that owner consent is not required for the consideration and nomination of a property to the National Register. Once a property is listed on the National Register, provisions in OAR 660-012-0200 apply. In some cases local governments have developed Goal 5 historic resource programs that apply local protections to National Register properties without the expressed consent of the owner. If there was an intent by LCDC when drafting the rule to rely on the federal owner consent provisions for nomination and listing to satisfy Oregon's statutory requirements for owner consent, it is not discussed in records left by the Goal 5 subcommittee or the Historic Resource Working Group. Furthermore, ORS 197.772 does not limit consent to a particular legal construct of ownership, while the

federal program has a detailed definition for what type of owner can interrupt a listing process due to lack of consent.

The current rule

OAR 660-023-0200 conflates designating a property with protecting a property. This is different from the process required for other Goal 5 resources, where the decision of whether to protect a resource comes after it is determined to be significant. The rule gives local governments considerable latitude in devising protection standards. They are encouraged to follow federal guidance, but are not required to do so. They are also excused from making findings on the economic, social, environmental and energy consequences of protecting designated resources (an "ESEE analysis") to support their selected strategy. Section (8) of the rule requires protection of National Register sites, yet does not require protection to be applied through a local adoption process. The rule also does not have a definition of "owner." The result is that properties owned by public entities, and properties in which a public or private entity has an interest not recognized by NPS, can have restrictions placed on them without consideration of the consequences it will have for the owner. Jurisdictions that automatically apply local protections to federally-listed properties compromise their own ability to weigh the pros and cons of imposing standards that complicate efforts to maintain and upgrade structures, utilities or districts serving the public.

Status of local programs

A SHPO survey of Oregon cities and counties found that a majority respondents add individual properties listed in the National Register to their local landmark lists. Of these communities, some did so automatically while most used a local designation process. This also seems to be a common approach for historic districts. About one third of the respondents stated they did not add properties listed in the National Register to their Goal 5 designated resource list. Some of these communities did not apply any protections to National Register properties, some applied the same protection measures applied to locally designated properties, and three respondents said the review standards they apply to National Register properties are different from the standards they apply to locally-designated properties. In some cases stringent local protection standards have been automatically applied to National Register properties without consent of owners who would otherwise have standing under Oregon's owner consent law.

Proposed amendments

Amend Section (1)

- Add definition of "property owner."

Explanation of how the standard Goal 5 process is augmented by the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation

History

The Goal 5 rule includes a description of the standard Goal 5 process, to "guide local planning for all Goal 5 resource categories." The "standard process" is described OAR 660-23-0030 through 0050. The Goal 5 rule also includes a separate rule for each resource category. These resource-specific rules do one or more of the following:

- Provide specifics to augment the standard process; require process steps that supersede the standard process
- Mandate specific sources be used when gathering inventory data
- Mandate a specific threshold for determining significance of a resource, or
- Offer local governments the option of using a state-identified threshold for significance or protection in order to reduce the time and cost of determining appropriate local thresholds and protection measures.

When drafting the Goal 5 rule for historic resources, LCDC followed the recommendation of the Goal 5 advisory committee and the Historic Resource Working Group, which favored the standards and procedures recommended by the U.S. Secretary of Interior over the standard Goal 5 process. The federal program, however, is a voluntary one, and LCDC needed to incorporate some requirements into the rule. The blending of federal guidance and state requirements resulted in a rule that is difficult to follow.

The current rule

OAR 660-23-0200 allows local governments to choose whether to develop a local historic preservation program. It requires some specific process steps for conducting an inventory; recommends against requiring an ESEE analysis; and requires lists of designated historic resources to be adopted as land use regulations, not as comprehensive plan elements. The rule is not specific about the relationship of the comprehensive plan to other local historic preservation program elements. The rule does not do a good job explaining, for each directive, which specific part of the standard process is being superseded, and which parts still apply.

Status of local programs

Many jurisdictions participate in the federal Certified Local Government program, which is a partnership between the NPS, SHPO, and the local government that provides federal pass-through grant funds for program administration and resource designation and protection, among other activities. Participating communities must have a preservation program in place that conforms to federal and state guidelines, but the requirements are largely procedural and allow for a high degree of local autonomy.

Participants in the Certified Local Government program generally have more-developed resource protection programs, and the benefits and restrictions these local programs place on owners of historic resources vary widely.

Proposed amendments

New Section

- Use protection measures that are recommended in national guidance and specify how they shall apply to resources listed in the National Register.
- Specify which aspects of the standard process are to be superseded in order to provide this base level of protection to National Register properties.

Amend Section (2)

- Specify that the section only applies to local program decisions to inventory, designate and protect locally designated resources.
- Delete confusing language. The intent of the deleted language would be addressed by adding clarity to other sections.

Amend Section (3)

- Clarify that, rather than following the order of the Goal 5 process described in OAR 660-023-0030 through 0050, jurisdictions should adopt local protection codes *before* locally significant resources are identified.

Amend Sections (4) and (7)

- Clarify how the steps described in OAR 660-023-0030 are supplemented or superseded when developing a local inventory of historic resources and making a determination of significance.
- Place more emphasis on the need for a "local historic context" as a basis for local protection standards.

New Section

- Clarify that inventories of significant historic resources sites shall reside in land use regulations. (OAR 660-023-0030(5) allows resource lists to reside in comprehensive plans or in land use regulations.)

Clarify standing under the owner consent provisions of ORS 197.772(2) and describe an alternate path for removing a local historic designation

History

ORS 197.772(2) requires local governments to remove a historic designation from a property if it was imposed on the property without consent and the owner with standing under ORS 197.772 requests that the designation be removed. (The meaning of "imposed" and the question of who has standing to request removal of a designation that was imposed is currently under consideration by the Oregon Supreme Court.)

The federal program does not allow properties to be removed from the National Register because an owner who granted consent changes their mind or a subsequent owner objects to the listing. Properties can have the federal designation removed if NPS finds that the resource no longer meets the standard for listing. Properties listed after December 12, 1980, may be removed for the same reason or if there is an error in procedure or professional judgement as prescribed by federal regulations.

The current rule

The rule addresses removing a local historic designation from a property in the case of a designation being imposed on a property owner. No further clarification is provided for discerning when the local designation has been imposed. The rule does not describe requirements or options for reasons unrelated to owner consent.

Status of local programs

Some jurisdictions misapply the owner consent provisions by allowing an owner who originally consented to designation or a subsequent owner of a designated resource to delist a site without consideration of the historic resource qualities for which it was originally listed

Proposed amendments

Amend Section (6)

- Clarify what it means to have a local historic designation "imposed" without owner consent, based on Oregon Supreme Court ruling.
- Provide a path for removing a local designation, consistent with federal guidance, based on findings that the value of a resource has diminished since its listing, or based on conflicting priorities that supersede the value of maintaining the designation.

Amend Section (9)

- Make the wording of this section, as it applies to permit delays, consistent with the definition of "protect."

OAR 660-023-0200
Historic Resources

(1) For purposes of this rule, the following definitions apply:

(a) "Designation" is a decision by a local government declaring that a historic resource is "significant" and including the resource on the list of significant historic resources.

(b) "Historic areas" are lands with buildings, structures, objects, sites, or districts that have local, regional, statewide, or national historic significance.

(c) "Historic resources" are those buildings, structures, objects, sites, or districts that have a relationship to events or conditions of the human past.

(d) "Historic resources of statewide significance" are buildings, structures, objects, sites, or districts listed in the National Register of Historic Places, and within approved national register historic districts pursuant to the National Historic Preservation Act of 1966 (PL 89-665; 16 U.S.C. 470).

(e) "Protect" means to require local government review of applications for demolition, removal, or major exterior alteration of a historic resource.

(2) Local governments are not required to amend acknowledged plans or land use regulations in order to provide new or amended inventories or programs regarding historic resources, except as specified in this rule. The requirements of the standard Goal 5 process (see OAR 660-023-0030 through 660-023-0050) in conjunction with the requirements of this rule apply when local governments choose to amend acknowledged historic preservation plans and regulations. However, the sequence of steps in the standard process is not recommended, as per section (3) of this rule. The provisions in section (3) of this rule are advisory only. Sections (4) through (9) of this rule are mandatory for all local governments, except where the rule provides recommended or optional criteria.

(3) Local comprehensive plans should foster and encourage the preservation, management, and enhancement of structures, resources, and objects of historic significance within the jurisdiction in a manner conforming with, but not limited by, the provisions of ORS 358.605. In developing local historic preservation programs, local governments should follow the recommendations in the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation. Where possible, local governments should develop a local historic context statement and adopt a historic preservation plan and a historic preservation ordinance before commencement of local historic inventories.

(4) Local governments shall provide broad public notice prior to the collection of information about historic resources. Local governments shall notify landowners about opportunities to participate in the inventory process. Local governments may delegate

the determination of significant historic sites to a local planning commission or historic resources commission. The determination of significance should be based on the National Register Criteria for Evaluation or the Secretary of the Interior's Standards for Evaluation.

(5) Local governments shall adopt or amend the list of significant historic resource sites (i.e., "designate" such sites) as a land use regulation. Local governments shall allow owners of inventoried historic resources to refuse historic resource designation at any time prior to adoption of the designation and shall not include a site on a list of significant historic resources if the owner of the property objects to its designation.

(6) The local government shall allow a property owner to remove from the property a historic property designation that was imposed on the property by the local government.

(7) Local governments are not required to apply the ESEE process in order to determine a program to protect historic resources. Rather, local governments are encouraged to adopt historic preservation regulations regarding the demolition, removal, or major exterior alteration of all designated historic resources. Historic protection ordinances should be consistent with standards and guidelines recommended in the Standards and Guidelines for Archeology and Historic Preservation published by the U.S. Secretary of the Interior.

(8) Local governments shall protect all historic resources of statewide significance through local historic protection regulations, regardless of whether these resources are "designated" in the local plan.

(9) A local government shall not issue a permit for demolition or modification of a historic resource described under subsection (6) of this rule for at least 120 days from the date a property owner requests removal of historic resource designation from the property.

ORS 197.772 Consent for designation as historic property. (1) Notwithstanding any other provision of law, a local government shall allow a property owner to refuse to consent to any form of historic property designation at any point during the designation process. Such refusal to consent shall remove the property from any form of consideration for historic property designation under ORS 358.480 to 358.545 or other law except for consideration or nomination to the National Register of Historic Places pursuant to the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470 et seq.).

(2) No permit for the demolition or modification of property removed from consideration for historic property designation under subsection (1) of this section shall be issued during the 120-day period following the date of the property owner’s refusal to consent.

(3) A local government shall allow a property owner to remove from the property a historic property designation that was imposed on the property by the local government.

DRAFT
CITY OF CORVALLIS
HOUSING AND COMMUNITY DEVELOPMENT ADVISORY BOARD
MINUTES
August 17, 2016

Present
Ed Fortmiller, *Chair*
Kara Brausen, *Vice Chair*
David McCarthy
Donna Rinaldi
Carl Price, *Planning Commission Liaison*

Staff
Kent Weiss, *Housing and Neighborhood Services Division Manager*
Mark Lindgren, *Recorder*

Absent
Gary Hamilton
Kenny Lowe
Dave Henderer
Bill Glassmire, *City Council Liaison*

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Actions/Recommendations
I. Call to Order/Visitor Comments	X	
II. Review minutes of 6/15/2016		Approved
III. Status Report: Loan funds and recent rehab loans	X	
IV. Review/Recommendation: First Time Home Buyer Program Administrative Policy; NewHome Buyer Assistance Program Administrative Policy		Approved
V. Discussion: HCDAB Annual Report to City Council	X	
VI. Other business	X	
VII. Adjourn		Adjourned at 12:24 pm

CONTENT OF DISCUSSION:

Chair Fortmiller called the meeting to order at 11:31 a.m. Manager Weiss introduced Becky Berglund, Housing Program Assistant, who is filling in for retired staffer Bob Loewen and handling landlord - tenant calls.

I. VISITOR COMMENTS - None.

II. REVIEW MINUTES OF 6/15/2016 HCDAB MEETING

Minutes were approved as drafted.

III. STATUS REPORT – LOAN FUNDS AND RECENT REHAB LOANS

Weiss reported that one First Time Home Buyer (FTB) loan has been approved through the City Manager, and is scheduled to close next Friday (it is the first loan of the year). Hopefully there will be higher level of activity in coming months. He related that former staffer Bob Loewen agreed to come back and handle FTB loans - there are several others in the pipeline.

IV. REVIEW / RECOMMENDATION- First Time Homebuyer Program Administrative Policy & New Home Buyer Assistance Program Administrative Policy.

First Time Homebuyer Program Administrative Policy.

Weiss related that staff saw a trend on increasing the loan amount for the program. There is a three-year cycle for policy review.

New Home Buyer Assistance Program Administrative Policy.

Weiss noted that the revised policy reflected mostly housekeeping changes, including the name of the Division, the name of HCDAB, increasing the loan limit from $15,000 to $20,000, and allowing co-signers. He stated that staff have increased the loan limit occasionally in the past, where it makes sense, but had to come to the Board to sign off on them.

Vice Chair Brausen said she had initially felt concern on the co-signer provisions, but it appeared that thought had been given to meeting her concerns. Weiss said buyers must meet all income and qualifying criteria.

Board member Price asked if there was a process to allow a co-signer to occupy the house over the life of the loan - say, a parent to be cared for. Weiss replied that it would be difficult for staff to know it had occurred; loan qualification is a point in time issue. If the City imposes income limitation requirements over a long period of time e.g., 15 years, it would discourage people from getting better jobs and improving their household situation. As a household grows, they could have children or have a parent move in. The City will consider an exception for having a parent co-signer move in during the life of the loan. The borrower would explain the situation to staff, and staff would make a recommendation to the City Manager.

Board member Rinaldi felt that prohibiting a parent co-signer from living in the borrower's home was a strange stipulation. Board member Price said two households joining together and pooling their incomes might become ineligible. He noted that lives change, and getting a parent to join a borrower's household may be the only way they can make it through a traumatic period.

Board Member McCarthy moved that the HCDAB recommend to the City Manager approval of both policies. Board member Price seconded; the motion passed unanimously.

V. DISCUSSION – HCDAB ANNUAL REPORT TO THE CITY COUNCIL

Weiss explained the current City Council sought uniformity on reporting from advisory boards and commissions on their work. The Council would like to receive reports in a condensed form, including what the boards and commissions think about the work they're doing. He said boards and commissions are free to decide what they choose to include in their reports.

He offered to draft a report with Chair Fortmiller based on Board input, and bring the draft for review in September. Vice Chair Brausen offered to make the presentation; Chair Fortmiller thanked her for doing so.

Weiss said the reports typically focus on activities and work completed, but solicited other suggestions on what to highlight from the Board as well. Vice Chair Brausen asked about the Resources section of the report form; Weiss explained that it is a blanket report to cover all boards and commissions, which have varying amounts and types of resources. Some have only staff resources. This Board doesn't make final decisions on funding awards, but takes a strong role in recommending federal resources for community projects and activities. He suggested that the Board could recognize the work they do regarding project funding but that those funds are inadequate to accomplish the affordable housing activities and outcomes that the City needs to see, and that additional resources would be very helpful.

Weiss highlighted next year's work plan, including regular activities, such as policy review, allocations of funding and working with agencies. He solicited feedback on any other work for the upcoming year. Board member McCarthy suggested dealing with the cold weather homeless shelter issue. Weiss said some opportunities to do that may come to the Board, relating that the Homeless Oversight Action Council is developing a new governance model and a new way of providing support for projects. The Council may be asked by Corvallis Housing First use its 4th Street site for winter shelter again this year; the Council may seek input and advice from the Board. Weiss outlined a proposal for housing with a preference for veterans in the Bensons Building. Board member Price mentioned a private proposal for a shelter. Weiss agreed the homeless shelter issue was controversial, and that a location is needed.

Weiss gave an overview of one pending set of activities, explaining that the Housing Development Task Force (HDTF) will make recommendations to the City Council on September 7 regarding affordable housing development policies and issues. Under the Task Force's recommendations, the HCDAB would work on program design for new funding being received, and fleshing out details of the recommendations.

Chair Fortmiller asked about upcoming projects. Weiss said he talks to Willamette Neighborhood Housing Services (WNHS) Director Jim Moorefield frequently, and they have at least two potential projects under consideration. Benton Habitat for Humanity takes a modest development approach, completing one or two houses per year throughout the County; the City is funding one home that is currently underway.

Vice Chair Brausen asked about the HDTF's recommendations; Weiss explained that the 17 policy recommendations are divided into categories of near-term, medium-term, and long-term. The five near-term items would come to the HCDAB first, and tentatively would include voluntary inclusionary zoning provisions and a construction excise tax (CET), which could fund affordable housing development under a voluntary inclusionary program, and help partially relieve General Fund support for program operations.

The second HDTF recommendation is to use resources of the CET to pay System Development Charges (SDCs) associated with development of accessory dwelling units (ADUs), roughly $4,000 to $8,000. He noted that there have been relatively few ADU applications, with an estimated 44 since 1996. Accessory dwelling units can be a fairly affordable type of housing.

The third recommendation is to waive or offset SDCs for affordable housing projects and consider revising the SDC calculation methodologies. The fourth recommendation is to convene a group of funders, affordable housing developers and financial experts to discuss ways to generate and use donations of land and funding for affordable housing. The fifth and final near-term recommendation is to consider using CET proceeds to expand planning capacity within the Community Development Department to provide a dedicated affordable housing planning focus.

Medium- and long-term recommendations include property tax incentives, community land trusts and urban renewal. The City is challenging the State on its recent law prohibiting voter-approved annexations since a provision requiring voter approval is contained in the City Charter. One HDTF concept is for the City to work with developers on annexations in return for the inclusion of affordable housing in their projects.

Vice Chair Brausen asked if developing a new methodology on SDCs was beyond the scope of the Board. Weiss replied that the Board can have input on the process, but SDCs are Public Works funds. In the next few years Public Works will be hiring a consultant to complete a review of the SDC methodology; at that time, the Board could weigh in. He added that the one thing the review might consider is waiving SDCs for affordable housing projects and adjusting rates on other development, thus not affecting revenue from development.

Vice Chair Brausen said she would like to see promotion of accessory dwelling units, saying that they are a great way to utilize what we already have. Board member Price asked about waiving SDCs; Weiss replied that the CET could be used to pay SDCs on behalf of projects. A Task Force recommendation is for owners of ADUs being allowed to pay off SDCs over ten years with no interest, or to have the City's construction excise tax front that cost, with a 0% amortized loan with a ten-year payback.

Board member Price noted that an ADU can be built fairly cheaply, but SDCs might double its cost, especially when it is owner-built. Weiss said he expected that if people can fit them in, it is something that many will want to do to find retirement income and help pay property taxes. Board member Price said people with boomerang children or aging parents may find them attractive. Board member Rinaldi said having an ADU makes a property more desirable.

In further feedback on what topics to include in the report to the Council, Board member Price said he expected this Board could probably be helpful in some LDC revision issues, as well as making some recommendations of desires and goals on some Comp Plan issues. Weiss agreed there will be opportunities to give feedback during the upcoming Comp Plan review process. At least one goal of the Comp Plan and LDC will be to streamline the LDC for staff, developers and the public. Board member Price said when the LDC is too complex, the public does not feel as involved.

Weiss will bring a draft Board report to the September HCDAB meeting to finalize for the October 4 presentation to the City Council.

VI. OTHER BUSINESS

Weiss reported that the Habitat project that the Board recommended funding for in FY 15-16, on SW Kendra off of SW Philomath Boulevard, is roughly 30% complete. Its passive solar structure should be very efficient, and will likely serve as a Habitat model and generate a lot of national interest. While there are higher upfront costs, residents should see very low energy consumption.

Weiss also reported that construction of 13 units at the Seavy 3 project at Seavy Meadows is also underway. There will be a preference for veterans, and the on-site manager will help coordinate delivery of services as needed. The project should be complete in late fall/early winter.

The supplemental Community Development Block Grant funding RFP is out, with three agencies likely to submit applications next month. The Board may do allocation work in September, with a special meeting perhaps required. Given the complexity of the projects and the compressed time frames needed to meet federal requirements, Weiss said he expected having to allow extensions on the applications. The interested agencies are WNHS, Corvallis Housing First, and Community Outreach.

The next HCDAB meeting, on September 21, will include a public hearing to consider the annual program report that must go to HUD by September 30, along with several other agenda items.

VII. ADJOURNMENT

The meeting was adjourned at 12:24 p.m.

LIBRARY ADVISORY BOARD MINUTES
June 1, 2016

Board Present

Jacque Schreck, Chair
Jennifer Alexander, Vice-Chair
Mike Beilstein
Katherine Bremser
Karen Clevering
Diane Cygan
Eric Dickey
Scott Elmshaeuser
Norah Storniolo

Staff Present

Carolyn Rawles, Library Director
Shasta Barnes, Circulation Supervisor
Andrew Cherbas, Extensions and Technology Mgr.
Rachel Denue, Senior Administrative Specialist
Kristin Starnes, Adult & Youth AIC
Felicia Uhden, Access Services Manager

Absent/Excused:
Paula Krane
Cheryl Maze
Anne Schuster
Steve Stephenson

Visitors:
Scott Harrington

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Action
Call to Order	7:32 pm	
Community Comments	X	
Minutes: May 4, 2016		Approved.
Library Advisory Board Packet	X	
Philomath Library: Options from Architect	X	
Director's Report / Budget Discussion	X	
Division Manager Reports	X	
Board Reports ♦Friends of the Library Board ♦Foundation Board	 X X	
Information Sharing	X	
Adjournment	8:51 pm	

CONTENT OF DISCUSSION

I. CALL TO ORDER

The meeting was called to order by Chair, Jacque Schreck at 7:32 pm. Went around room with introductions.

II. COMMUNITY COMMENTS

None.

III. APPROVAL OF MINUTES

Motion: Karen Clevering moved to approve the May 4, 2016 meeting minutes. Seconded by Jennifer Alexander and the motion carried.

IV. LIBRARY ADVISORY BOARD PACKET QUESTIONS & COMMENTS

Jacque asked what key code cards are. Shasta Barnes showed everyone the key tag cards, which are key chain library cards. Jacque asked what the workshop was that Bonnie Brzozowski attended. Carolyn Rawles replied that it was "Coding Your Library".

V. PHILOMATH LIBRARY: OPTIONS FROM ARCHITECT

Carolyn reported that the Library Foundation funded an architect to research options for the Philomath Library. That location is now on a flood plain, so expansions to the building would be problematic. Andrew Cherbas presented options via a PowerPoint presentation. He reported that there are two options and they are leaning towards the larger option, which is to build a separate building next to the existing building to be used as a meeting room. There will be trees that will have to be removed to accommodate this option. Jacque asked what size the room is. Carolyn replied that the dimensions haven't be determined yet. There will be a restroom and kitchen type area in it. Since it is a completely separate structure that will have access outside of library business hours, it needs to have bathrooms in it. Andrew stated that the current meeting room would be remodeled and repurposed for library space, by taking out the kitchen area and remodeling the other area. Andrew added that if we can split the new room into two spaces, that would be a good option. They want to put a door in the teen area to go straight out to the new building. Another option will be to cover the outside back patio with a partial concrete wall and cover. Carolyn added that it would be used for programs, etc. during decent and nice weather. This option could probably be installed quickly as it is the most inexpensive. Philomath has some money available and is open to the option to do something. She just wants the Board to review the options.

Eric Dickey asked if vandalism is a problem there at all, especially with the option for the open area in the back. Andrew and Carolyn stated that it is right next door to the police station, so that helps discourage those who might think to do so. Mike Beilstein asked if it floods, is the new option raised to let water flow below it. Carolyn replied that yes, that is the option. Eric asked if there is a plan to transfer the collection to the new building if there is a flood. Carolyn stated that the Mary's River is close behind the building in park. Scott Elmshaeuser asked if there is ADA access to the new option. Jacque asked if the new building would tie into the current architecture or would it be as it is in presentation and look different. She voiced her concern with the current plan having the new roof draining water towards the existing building. Karen asked who will be constructing the new building for the Library and how much does the Board have to do with this. Carolyn stated that the city of Philomath is responsible for the building, we just want the Board to review and advise on the options. Mike asked if besides meeting room space, is Philomath challenged with other space issues. Will the space opened up in the Library something they really need? Carolyn replied that they really need more program space and their collection size is kept pretty static.

The architect recommends the option presented as the least expensive option. If we added on and/or attached to the current structure, it requires a lot more retrofitting and changing of the building to meet the flood plain zones, etc. This new addition won't meet all needs, but it will meet most. The Philomath community loves their local library and she believes this is something that is definitely doable. Mike asked if the Foundation is going to be involved with this at all. Jacque replied that they are waiting to see, as the Foundation hasn't heard or seen any numbers of the options. Mike asked if the Foundation was involved in the building of the first branch building. Carolyn replied that she is not sure, Steve Stephenson would be the one to ask, as he was involved with that project. She does know that it was a Philomath community effort. The old building was next to the old Philomath police station and they really needed a new building. They got a federal construction grant, money donated from Beverly Cleary, fund raising, special exemption for volunteer working, etc. It's kind of a building that is very important to the Philomath community. Jacque stated that the architect of the original building was one of the architects for the main Library in Corvallis. She is heartened, as we thought there wouldn't be an option to add on in any way at all. This is a very usable option. Carolyn stated that he next steps will be she and Andrew meeting with architect to go through options and get numbers. There is a lot of

support from Philomath City Manager and the staff out there are very embedded in Philomath. Eric asked if the money for this is already together. Carolyn replied that no, and one downside to this project is that Monroe and Alsea both have received block grants and the County sponsored those grants. Libraries can't qualify for those grants anymore and the income level in Philomath is too high. She believes Philomath will be able to get donations. The City of Philomath has been reserving some money for a while, so they have a little bit of money to put towards it if they choose to.

VI. DIRECTOR'S REPORT

Carolyn reported that May was volunteer month and the City of Corvallis has provided a thank you gift for all of the Board members. She passed the Burst's chocolates and thank you cards to the members and she thanked them personally for their service.

Carolyn reported that Norah Storniolo is graduating high school and has decided to take a gap year and would like to stay on the Board if she can.

Cathi Roberts' last day will be this Friday. Her going away party will be Friday if any Board members would like to attend.

The parking lot has been revamped with removal of the parking meters and installation of a kiosk pay station by the back door of the Library. The meters had problems of falling over and malfunctioning, so Public Works suggested a pay station. Some benefits of the pay station are that: you can now pay with a debit or credit card; it's easier to maintain; it's located right by the back door, so you need to pass it when entering the Library; the collection of money will be easier; and the pay station will make it more clear if you have paid or not. They are not enforcing the pay parking at this time, but they will enforce starting next week. They want patrons to get use to the new system before ticketing them for something that might just be confusion of the new system. There are still meters are still located in the garage. Felicia Uhden was in charge of this installation while Carolyn was on vacation. There have been several questions and concerns and feedback as to what they think about it. One person asked if there was going to be a cover over it so they don't have to stand in the rain with books, and that is a good idea.

Carolyn stated that yesterday the Library had an infestation of bees in the Belluschi wing. They had a bee keeper come and research the situation. Felicia added that there were hundreds of bees. Both the bee keeper and a OSU professor came and they both didn't believe there was a queen bee, as the bees seemed confused. The bees left the building safely and on their own. Carolyn commented that if the bees would have been here long enough to make wax, it would have been a problem because it would attract them forever.

Carolyn gave an update on the Youth and Adult Services Manager recruitment. She stated that after two unsuccessful recruitments, and after Carol Klamkin's position was cut, she has decided to restructure the Library staff. The new restructure and organization has been approved by the City Manager. The new model will emphasize the commonalities between Youth and Adult Services. This will allow us to have better coordination system wide. There will be two new Supervisors who will be more direct working supervisors, who will have program planning, desk shifts, etc. This will give us enough funding to give us a professional cataloger into Tech Services and to add some other additional part time staff. Catalogers are really hard to find – Felicia has this background, so this new position will free up her time and allow her to train a Librarian for this. Some staff will get additional hours, and some part-time will go to full-time. She feels really good about this new organization and with the recent changes, Felicia and Andrew have been taking on more and more responsibilities and will both be promoted to Deputy Directors. Carolyn stated that they will have to create and change job description and there will be internal promotions and reorganizations, which may create some other openings that will be open to the public. There will be a lot of shifting around in the next few months. Jennifer Alexander asked if the Volunteer Coordinator position will be filled and what is the time line is for this type of change. Carolyn replied that the Volunteer Coordinator position is currently being

recruited. As for the others, they are in the process of creating and updating job descriptions to be approved. Over the course of the summer they will be doing whatever they need to do get this all reorganized.

Mike asked if this fits the FTE in the budget or does it take it over or under. Carolyn replied that yes, we are staying at the exact FTE as is in the approved budget. There will be some savings, but that will be used for casual staff. Jacque asked if this fits in with the parameters of the current levy. Carolyn replied that yes, and they also looked at the long range plan to make sure this all fits in with everything. Eric commented that this is almost a new organizational chart. Carolyn replied that yes, it's a complete reorganization and she has done this several times over the years. Scott commented that this is a really good job of being creative. The reorganization sounds good and very well thought out. Carolyn replied that she has a few concerns about supervising larger work groups, but she thinks it will be doable. We will try it and see how it goes. Jennifer asked if the new supervisor positions will still be doing their current job as well. Carolyn replied that yes, Supervising Librarians will still work as Librarians. Karen asked if this is a permanent change or just a temporary change. Carolyn replied that it is a permanent change, but we always evaluate and tweak things as needed with these type of major changes. Staff really wants to know what is going to happen, as it's been almost a year and there has been some uncertainty. Jacque pointed out that she feels that this points out the talented staff we have at the Library for them to be able to do this.

Mike asked why it has been so difficult to recruit management positions for the Library. Carolyn replied that supervisory experience to be a Division Manager is hard to find and at the exact same time we were recruiting, Eugene was recruiting for a job that only supervised Youth. It is hard to find someone that has a background in both Adult and Youth Services. Other things about working in Corvallis right now that may have made it less appealing to candidates is that there was news coverage about Corvallis planning to cut positions. We are not the only department having problems recruiting supervisors, Public Works has had problems as well. Corvallis has had several budget cuts over the last five years, so it has caused some concern for interested parties. It is a great community, we have a really great Library and it's still a great place to work, but budget cuts are a concern to all.

VII. DIVISION MANAGER REPORTS

Extension Services: Andrew reported that Summer Reading sign ups started today. This month they prepared 2,500 stuffed bags in Extensions, including 2,500 hundred flyers and four unique reading logs. It is a huge work load, especially in May. He thanks staff and volunteers for all the help. Kyra Cardella helped with the reading log, teen flyer and more. Mary Nevin does same as Kyra, as well as ordering all supplies. Rachel Denue created the reading logs. Kristy Kemper Hodge and Lisa Stout organized the entire team for the Summer Reading program. Kristin Starnes helped with many aspects as well. Jesse Adams put together the Maker programs. Bonnie organized the entire Adult Summer Reading program. They all do outstanding work and people really don't realize how much work it takes to get the three months of programs organized and going. Carolyn added that Andrew deserves a lot of thanks and a pat on the back as well for taking Summer Reading on.

They have offered someone the position in Philomath and that person has recently accepted. After HR processes everything and all is good, they can announce the new hire.

Adult and Youth Services: Kristin Starnes reported that they will be having their first Fun Run this month. Felicia will be there in costume. The Teddy Bear Picnic will be the Thursday before the Fun Run. In Youth, they will be working on their fall programming and they are trying to work closely within the strategic plan for that planning. One thing that kept coming up will be access and partnerships. Jacque stated she is glad to hear this, the Corvallis 2040 is also concerned with these things. Diane Cygan stated that she was at Muddy Creek school today and she wants to give kudos to the Library outreach crews, as they did a great job and had a routine that engaged the entire room about Summer Reading. Carolyn added that they are hoping to work more directly with teachers and schools as an outreach goal. It has been super successful.

Ruth Rose Hennessey went to a Book Fair in Guadalajara and purchased several Spanish books and they have just arrived. This program is partially subsidized by the American Library Association.

Technical Services: Felicia reported that they will be rolling out and unveiling the new books from Guadalajara. She processed them and Ruth Rose did a great job purchasing.

Felicia passed around a sample of the Speck Monitor that will monitor indoor air quality. These will soon be available for checkout.

Felicia commented that we are approaching end of fiscal year, so she is looking at a lot of budget numbers. They are talking a lot about the materials budget and wrapping those expenditures up for this year and turning their attention on how they are to spend next year. Carolyn added that we have to receive all items by June 30th for the fiscal year, so it is impossible to spend down to the penny. Ematerials are easy to receive, so that helps. It was somewhat difficult of a year, but the Librarians and Tamra Rider have all been doing a great job catching up.

Circulation: Shasta Barnes reported that they have been chugging right along. They will be recruiting for two Library Specialists. Circulation are the go-to-people for the new parking kiosk. Carolyn stated that if anyone asks about the money into the meters/kiosk, the Library gets that money to use towards books for the collections. Public Works will get alerted before the new kiosk runs out of paper or change and you can use credit cards and debit cards to pay, as well as coins. The same rates as the meters apply. Scott Harrington asked how Parking Enforcement will enforce this. Carolyn replied that they will be able to tell electronically, you do not have to put a slip on or in your car.

VIII. BOARD REPORTS

Friends of the Library – Jacque reported that Pastini's pasta-thon fundraiser's new additional date will be June 7th, lunch, dinner and take-out. June 8th, after Random Review, FOL will have their annual meeting where they will elect new officers. The next meeting will be June 20th after the annual meeting. They are considering having a retreat in August or September.

Library Foundation – Jacque reported that they met on May 29th and they discussed two memorials: 1.) the Lois Fenker family and friends have commissioned a local artist to create bench in her memory, which should be happening quite soon; 2) Thomas McClintock, they discussed three different possibilities (piano, remodel of meeting room upstairs, capital project to consider to enclose the top floor patio into a space like the Brookes Room). The next Foundation meeting will be their annual meeting on August 29th where they will elect officers. October 20th will be their donor recognition event.

IX. INFORMATION SHARING

Jacque gave Norah a graduation card and thanked her for being on the Board and her enthusiasm for all the Board does. Norah thanked everyone and stated that it is fun for her to be a part of such inspirational Board members and staff. She added that the Summer Reading programs were the highlight of her childhood, so thanks to the Library for that.

Eric thanked everyone for letting him host a student and thanked Scott for attending. Eric also gave thanks to Rachel for the good minutes she takes and stated that he used them as an example in his class.

X. ADJOURNMENT

The next meeting will be on July 6, 2016 at 7:30 pm. The meeting was adjourned at 8:51 pm.

LIBRARY ADVISORY BOARD MINUTES
July 6, 2016

Board Present

Jacque Schreck, Chair
Jennifer Alexander, Vice-Chair
Katherine Bremser
Karen Clevering
Eric Dickey
Cheryl Maze
Anne Schuster
Steve Stephenson

Staff Present

Carolyn Rawles, Library Director
Andrew Cherbas, Extensions and Technology Mgr.
Rachel Denue, Senior Administrative Specialist
Charles Dunham, Adult & Youth AIC
Felicia Uhden, Access Services Manager

Absent/Excused:
Mike Beilstein
Diane Cygan
Scott Elmshaeuser
Paula Krane

Visitors:

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Action
Call to Order	7:31 pm	
Community Comments	X	
Minutes: June 1, 2016		Approved.
Library Advisory Board Packet	X	
Election of Officers	X	
Director's Report / Budget Discussion	X	
Division Manager Reports	X	
Board Reports ♦Friends of the Library Board ♦Foundation Board	 X X	
Information Sharing	X	
Adjournment	8:58 pm	

CONTENT OF DISCUSSION

I. CALL TO ORDER

The meeting was called to order by Chair, Jacque Schreck at 7:31 pm. Went around the room with introductions.

II. COMMUNITY COMMENTS

None.

III. APPROVAL OF MINUTES

Motion: Jennifer Alexander moved to approve the June 1, 2016 meeting minutes. Seconded by Eric Dickey and the motion carried.

IV. LIBRARY ADVISORY BOARD PACKET QUESTIONS & COMMENTS

Eric asked who dressed up in the piggie and elephant costumes for the Summer Reading kickoff event. Felicia Uhden was the piggie and Charles Dunham was the elephant. Katherine Bremser asked when Monroe and Philomath have large crowds for Summer Reading events, what do they do with everyone. Andrew Cherbas replied that they hold the events outside and luckily the weather is usually pretty good. Carolyn added that is one reason to cover the back patio in Philomath for programs and events.

Katherine asked if the number of patrons at adult programs, like coloring and writing, that have low attendance sometimes and if there is a limit set to decide not hold them anymore. Carolyn replied that those are both very low planning and workload programs. Library staff looks at what is and what isn't working and they will be holding a working summit soon where they will discuss programs and events. Anne Schuster asked if the Library advertises at Grass Roots or the Book Bin, as they are perfect places to do so. Carolyn agreed that would be a good idea. Steve Stephenson stated that if you keep repeating something that isn't working, that's one thing, but if you are trying new things, that's a good thing. Cheryl Maze stated that when coloring started there was a really good attendance and this time they did something slightly different. Eric noted that the Corvallis Book Club drew eight members and asked how many members are there in the club. Carolyn replied that there is not a staff member that facilitates that club anymore. Andrew added that the book clubs range from eight to fifteen attendees depending on the book, etc. Karen Clevering stated that six to eight is good for a small group like a book club or those types of things. It's not like a summer reading kickoff program. Andrew agreed and stated that a program like summer reading is a huge program that takes lots of time to organize year round. Jacque stated that it is important to reach out to everyone, so if some programs don't draw in a lot of people, it doesn't mean they're not important.

V. ELECTION OF OFFICERS

Cheryl nominated Katherine for Chair. Seconded by Steve and the motion carried.

Eric nominated Steve for Vice-Chair. Seconded by Cheryl and the motion carried.

VI. DIRECTOR'S REPORT

Carolyn stated that in 1999 the Library had their Centennial, and she passed around a bunch of pictures someone found of the event.

Carolyn reported that the Library has hit a little monkey wrench in the re-organization plan, as none of the current staff applied for the Youth and Adult supervisory position. They will now be recruiting externally, which means they won't have the money to do some of the re-organization as planned. They will have to wait until the external recruitment is finished before knowing what all will be able to be accomplished. Anne asked if the Youth and Adult position involved a salary increase. Carolyn replied that yes, but not a huge increase and that the position is not a union position. Anne asked when recruiting externally, will there be a raise in the salary. Carolyn replied that no, our Librarians are paid quite well, so there will not be any change in the salary levels. Beyond offering someone step 6 of the pay scale, there's not much else to do. There won't be as much savings as they thought they would have. The earliest they can have someone in place would be September 16th. Steve asked if Carolyn thinks there may be someone re-interviewing from the previous recruitments. Carolyn stated that she is positive there will be a great applicant pool, as this new re-organization of the position doesn't require as much experience. Jennifer asked if this is just for one position. Carolyn replied that yes. There will still be ten hours a week for school outreach and the Courier position has been increased as well.

Carolyn stated that the Library has had a weird month in regards to security issues. They have had several mentally ill and very disruptive patrons. Two women got into a dispute at the public computers, they were screaming, police were called, and they were escorted out of the building. Another person went into the summer school lunch program and screamed at the lunch lady, followed Shaun Hearn into

the garage and through the employee entrance after Shaun told him to leave, then encountered Lindy in the parking garage. Another gentleman, who states he has Tourret's Syndrome, and was screaming profanity, this happened three or four times, police were called and he was eventually banned from the Library. It has been a really disruptive month. Steve asked if these are all street people or a range. Carolyn replied that it is a range. She had a meeting with the Police Chief and City Manager to know what the options for staff are. They are now looking at hiring a security guard as casual staff. This has become a real problem for other libraries as well. The Police Chief thinks a staff member would be best. Some other also libraries hire a security company. Carolyn received a job description from another Library as a starting point. She stated that she has thought about hiring a retired officer. She feels that they are to the point that they need to do something. She has been in contact with Benton County Mental Health and they will come down if we contact them and if they have time. She has discussed offering the mental health department a workspace at the Library, so they can be in the building more frequently. Anne stated that Dave Tuller is interested in having someone here to deal with veteran issues and the early learning hub may be interested as well. Steve asked if there are any grants or ways to get a variety of needs funded. Anne stated that they are all talking about bringing money towards this. Carolyn stated that we need both the mental aspect and the security aspect. Karen asked what would the security person be doing and how would it take burden off of Library staff. Carolyn replied that the person would wear an identifying outfit or uniform and would patrol the Library and try to de-escalate things before they start. That's what would be the bonus to being a staff member instead of a security officer, so they can be trained and they understand the Library's goal. It would help to take a load off of the staff. Anne stated that it should be a police issue, not a Library staff issue. Carolyn replied that they tell us to call them and they get here pretty fast, but they can't always be here. Anne asked if this just happens at the Corvallis Library. Carolyn replied that it happens at the other branches, but not so much in Alsea. Philomath has had their share, but not as much as here. Karen asked if the problems in other locations are all similar to the ones here. Carolyn replied that the larger cities have a larger homeless population, but it's common in all locations, because they welcome all people. Anne stated that we really do need a place for everyone to go. Carolyn added that we have homeless patrons that are perfect patrons. Steve asked that if there is any possibility to work up a funding project with the police department. Carolyn replied that she's not sure, but she has a great relationship with the Chief of Police. Jacque stated that she is sorry that staff has to deal with this, but she is also sorry for the patrons. Anne asked if we have considered going to the City Council for the mental illness issues. Making a public statement is never a bad idea. If they don't know about the problem, they can't try or help to fix it. Carolyn replied that she will talk to the City Manager and see how he thinks we should proceed. Jacque stated that it raises the positive side of police officers. Steve stated that it shows that City Council is trying to do something.

Carolyn stated that patrons have had some negative comments on the parking kiosk. There is a rush for some programs and the pay station is not designed for rush times, which results in long waiting lines. At the Teddy Bear Picnic there were long lines and it is unfortunate. They are now looking at getting another pay station. Felicia deserves kudos on dealing with the parking pay station. Cheryl stated that she was at the pay station during a time there was a line and staff was great, calm and dealt with it very well. She would like to compliment them. Anne asked if there is staff training for that. Carolyn replied that there is some training, but mostly is just their nature to be helpful. Felicia added that once they knew there were issues with the pay station, they did discuss it with the staff and gave them advice on how to be calm. Jacque asked if it is the same machine as they put on the river front. Felicia replied that it's the same brand, but a better version of it. She commented that they are also going to turn two parking spots into free 15 minute spots.

Eric commented that dealing with emotional issues can be draining, so thanks to staff for dealing with this. He stated that he believes that LBCC and maybe OSU have started a mental health training program. Anne stated that she has completed the training and it is eight hours long. A lot of teachers and law enforcement people have gone through it. She will send Carolyn the information about it.

Carolyn reported that the group working on the 2040 Vision Plan are moving forward.

Carolyn reported that there was an event a month or so ago, renaming a creek and part of that celebration the Grand Ronde Tribe made a beautiful hand crafted bench. They thought they were going to put it in the Parks and Recreation office, but after discussing, they are going to put it in the Library. They are hoping to have a little event for it. They are also getting another wooden bench in memory of Lois Fenker. Jacque added that the bench is a piece of art that is furniture, it's very lovely.

Carolyn stated that the rainbow window treatments will be installed in a week or two. It's going to be great.

Katherine asked if there have been any decisions made on what to do with the money for furniture they received as a bequest. Carolyn replied that they she thinks they need to add the money to the funds to get a consultant to research what is the best way to use our space. Jacque stated that there was very little upholstered furniture in Sweden library she visited and it was still comfortable and cozy.

VII. DIVISION MANAGER REPORTS

Extension Services: Andrew reported that the summer reading program has started. The week of the 20th was probably the biggest week they have ever had with summer reading. The Teddy Bear Picnic was moved indoors due to weather, which is not ideal, but they made it work. The 5k Fun Run went better than he expected with 275 run participants and they got a lot of compliments. Staff did an amazing job and were spread out along the route. Andrew stated that a lot of compliments were received of how appreciative people were for a free fun run. It went really well. Carolyn replied that Andrew volunteered taking over summer reading last year and it is going very well.

Andrew stated that another thing to note is the free lunch program. Corvallis is getting 30-50 people and Philomath is averaging 90-150 people. It has been very eye opening and the lunch program was not expecting that, but they are now able to accommodate everyone. Anne asked if the school district supplies the food. Carolyn replied that yes, the Library just provides the space. It is free for children, no questions asked and adults pay a small fee.

Andrew reported that they have a new employee, Morgan Chester, in Philomath. He thanks all of his staff for all the work they do and adapting to everything involved with summer reading.

Anne asked about the 3d printers and if you can make a cap for a gas can, is that possible. Andrew replied that yes, submit it and they will print it.

Adult and Youth Services: Charles Dunham reported that they have 12 speck air quality monitors that were donated and there are already 59 – 60 holds on them. Carolyn reminded everyone that we still have the kilowatt monitors to check out as well.

Technical Services: Felicia reported that she has not finished calculating the budget numbers for the FY 15-16 yet, because not all the information is in yet. From the rough numbers, she believes that they have $400 left on the table. The staff has done a great job at selecting the collection. Carolyn added that with electronic materials, it is great because you can purchase them at very last minute.

Felicia stated that they will be rolling out maker kits right before the maker fair. She was in TLC inputting the information so we can have them available to check out.

Circulation: Felicia reported that they received 97 applications for the two Library Specialist II positions. They are hoping to have interviews the week after next. Jennifer ask if it is of benefit to have two half time positions instead of one full time. Felicia replied that yes it is. It helps with more coverage hours.

VIII. BOARD REPORTS

Friends of the Library – Jacque reported that they met in June. They are having their Volunteer Recognition this month. Pastini's did the second pasta-thon and between both fundraisers they raised $1,495. The Summer Book Sale raised $2,600. David Low, a long-time member of the FOL, has retired from his job at the credit union and he is retiring from the board as well.

Library Foundation – Steve reported that they will meet in August and will elect officers and will hopefully have a presentation for the options for the Philomath Library building addition. They are planning and prepping for the donor event in October. Jacque added that at their next meeting they will be drafting their annual letter.

IX. INFORMATION SHARING

Jacque shared that the 2040 Vision Plan survey is very fast, similar to the last survey, this one is vetting the vision statements that our task force has made in the different categories they have planned out. If you are a Corvallis resident, please go and take the survey. They will meet again later this month. The consultants they have and the City staff, keep it moving right along and is very well done, directed and efficient. They are hoping it will all be completed and sent to the City Council this October/November. Carolyn will send the survey information to the Board members.

Felicia announced that this Friday and Saturday the Library is having their very first Magnificent Magazine Giveaway. Donations to the FOL are encouraged. If they end up with more magazines than they start with, it will be the last giveaway event, as that's not the goal. They will also have the Children's Book Swap this weekend as well.

Anne stated that they just attended a presentation about emergency preparedness and wanted to know if the Library has a plan. Carolyn replied that yes, they have a disaster plan, and are part of the City's emergency plan as well. The Library has disaster barrels in different locations and they try to be prepared as much as they can be. They have done earth quake drills, etc. Anne reminded everyone to make sure your family is safe as well, so you can do what you need to do at work. Knowing what to do if you aren't at your house and your plan may need to change.

X. ADJOURNMENT

The next meeting will be on August 3, 2016 at 7:30 pm. The meeting was adjourned at 8:58 pm.

Community Development
Planning Division
501 SW Madison Avenue
Corvallis, OR 97333

Approved as submitted, September 7, 2016

CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
AUGUST 17, 2016

Present
Jasmin Woodside, Chair
Ronald Sessions, Vice Chair
Tom Jensen
Susan Morré
Carl Price
Jim Ridlington
Paul Woods

Staff
Kevin Young, Planning Division Manager
Sarah Johnson, Senior Planner
David Coulombe, Deputy City Attorney
Mark Lindgren, Recorder

Visitors

Excused Absence

Rob Welsh
Penny York, Council Liaison

SUMMARY OF DISCUSSION

	Agenda Item	Recommendations
I.	Community Comments	
II.	Finalizing Recommendation –OSU-Related Comprehensive Plan Text Amendments (CPA15-00001)	Motion passed to recommend the City Council approve CPA15-00001 as revised by the Planning Commission.
III.	Minutes Review- June 15, 2016; June 22, 2016; June 29, 2016; July 6, 2016; July 6, 2016 LDHB; July 20, 2016	
IV.	Old Business	
V.	New Business	
VI.	Adjournment at 8:46 p.m.	

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Chair Jasmin Woodside at 7:00 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. COMMUNITY COMMENTS: There were no propositions brought forward.

Charlyn Ellis stated she was impressed overall with the proposed OSU Comprehensive Plan Text Amendments but concerned about use of the phrase "housing students *near* campus" in section 9.7.3, saying the word was too broad, since that area was where developers would naturally go. She suggested wording that students live *on* campus and faculty and staff *near* campus. She recognized the value of reducing student car trips, but said that she herself lives near campus and can reach anywhere in town in just a half hour on foot or bike.

OSU Senior Campus Planning Manager Dave Dodson said that in the last fifteen years, the Comprehensive Plan has encouraged roughly half the students to live within a half mile of campus. From a planning perspective, it makes sense to locate students near services. He didn't think we can change students living near campus, saying that this was true nationwide. He related that his own experience in living near campus was that it reflected a mix of uses, housing and residents.

II. FINALIZING RECOMMENDATIONS- OSU-RELATED COMPREHENSIVE PLAN TEXT AMENDMENTS (CPA15-00001) –

Chair Jasmin Woodside sought feedback on procedure, suggesting going section by section. Commissioner Morré felt staff did a great job incorporating Commission changes; Commissioner Price concurred.

Article 1. Introduction and General Policies. No changes proposed by the Commission.

Article 3. Land Use Guidelines. No changes.

Article 5.

Manager Young stated that on page 4, staff were asked to Review Commissioner Brown's proposed Policy 5.4.19. In staff's June 8, 2016 memo, they divided the policy into a finding (5.4.o) as well as a policy (5.4.19).

At the top of the page, it notes that the Commission was asked to review conflicts with finding 5.4.n. The new finding, on page three, updates but does not necessarily conflict with 5.4.a. Staff inserted it into 5.4.a, an existing finding, saying that while some information may be out of date, it may be expected to be updated in a future Comp Plan update, and staff didn't see a conflict between 5.4.a and 5.4.n (regarding historic resources within identified Historic Districts).

Chair Woodside read out 5.4.o: "Through its delegated authority as a certified local government under the National Historic Preservation Act of 1966, the City evaluates proposed alterations, demolitions and new construction in districts. The Historic Resources Commission reviews many of these proposals for historic compatibility,

although some changes are exempt from review, or are reviewed at a staff level based on discretionary criteria".

Chair Woodside read out the new policy 5.4.19: "The process for review of Historic Preservation permits shall be described in the Land Development Code. Property owners within historic districts, or owners of individually listed historic properties shall consult with City staff when contemplating exterior alterations, new construction, or demolition of structures on their properties. City staff shall advise the owners on the correct review process for the contemplated changes. Any such changes shall be reviewed consistent with the applicable development Code provisions".

Commissioner Morré suggested deleting 5.4.f, saying it contained an out-of-date reference to the Corvallis Preservation Society Historical Survey. Chair Woodside read out 5.4.f: "Additional surveys and inventory work, such as the Corvallis Preservation Society Historical Survey, are necessary to provide a basis for ongoing amendments to the Corvallis Register of Historic Landmarks and Districts". Senior Planner Sarah Johnson said staff interpreted the Commission's direction to incorporate the first portion of 5.4.f into the policy 5.4.8. Commissioner Morré suggested that the first part of 5.4.8, in bold, could replace 5.4.f as a finding. Manager Young said the findings component was in 5.4.o, and staff added policy language to 5.4.8 and 5.4.19 to reflect Commissioner Brown's policy.

Planner Johnson said that a new finding incorporates Dan Brown's language in 5.4.o, which updates 5.4.f, and policy 5.4.19. Staff added the first part of the language in 5.4.f to policy 5.4.e; so the question is whether to remove 5.4.f, since 5.4.o is essentially an update to that finding.

Commissioner Morré advocated replacing 5.4.f with the bolded sentence in the policy 5.4.8, since that bolded portion reads like a finding, similar to 5.4.f, but is updated to replace the outdated "Corvallis Preservation Society Historical Survey" with "The City's Register of Landmarks and Districts".

Commissioner Price concurred, saying that the bold section reads more like a finding than a policy, and is a good update to 5.4.f. Commissioner Woods concurred with the change, saying it untangles a previous mix of a policy and finding, retaining the remaining portion of 5.4.8 as a policy.

Chair Woodside read the new 5.4.f: "Additional surveys and inventories are necessary to provide a basis for ongoing amendments to the City's Register of Historic Landmarks and Districts". Chair Woodside read the new 5.4.8: "The first priority for historic inventory and preservation work shall be older neighborhoods, especially those bordering the downtown and the Oregon State University campus, with an emphasis on older structures first".

Commissioner Price noted that 5.4.a had outdated information that would be fixed in the next round. Manager Young said 5.4.a speaks to individually listed properties, and 5.4.n is focused on districts. Commissioner Woods asked about the new 5.4.19; Manager Young said it acknowledges how things work. Commissioner Woods noted it didn't call out OSU specifically; Commissioner Price noted that not everything the Commission has done is OSU-centric; we're doing other cleanups on the way.

Article 5.6. Parks and Recreation.
Commissioner Morré asked about adding 5.6.12 from the existing Comp Plan, which states that "The Willamette Riverfront is an important community asset and should be developed to protect its significant environmental features, and allow for public access, park amenities, and places for recreational activities and events". She stated that she'd previously proposed adding language that building heights shall be positively correlated with distance from the Willamette River to protect the viewsheds of more of the downtown property; however, it's not in here anywhere. She said the Eugene Comp Plan put in place policies limiting heights of University of Oregon buildings near the Willamette River greenway to two or three stories, becoming higher with distance from the river, preserving views for more property owners and the public, and asked if there would be another opportunity to insert it. She noted that this was a component of the Corvallis Sustainability Coalition's Action Plan.

Chair Woodside stated that it appeared that the Commission decided not to capture it in its OSU amendments, saying that Commissioner Morré could bring testimony to the City Council during its review.

Commissioner Sessions said that the concern appears to be largely a zoning issue, which currently provides for taller buildings along the right-of-way. Commissioner Morré said it is an issue of grave concern to the community- channeling the riverfront, cutting it off from the community. Commissioner Woods said that given the steep banks, there is relatively little view of the river, unlike Eugene. Attorney Coulombe cautioned that policies are based on findings based on testimony, so unless there was testimony about viewsheds involving OSU to form a basis for policy, it might be more appropriate for a general review of the Comp Plan, involving legislative re-zoning of properties. Otherwise, many downtown property owners would be surprised about rezoning properties during an OSU-centric Comp Plan policy process without an opportunity to weigh in.

Commissioner Sessions said that unlike many other cities, the height is limited downtown- there are few tall buildings downtown. Manager Young understood that downtown building height is limited to 75'. When the zoning district was created, the Riverfront group felt that the community wanted to see tall development in the area, with a minimum FAR (which requires buildings be tall), and the LDC includes those provisions. If desired, we could revisit that in general Comp Plan updates or LDC updates. Commissioner Morré objected to 75' tall buildings along the river, walling off downtown from the river. Chair Woodside suggested placing the item on the Unresolved Planning Issues List; Manager Young agreed.

Article 7. Environmental Quality. No changes.

Article 8.
8.6.d. Commissioner Jensen asked for clarification whether the referenced figure of 535,000 visitors were to Corvallis or just on-campus; Planner Johnson understood that the figure was not limited to on-campus visitors- we don't know the breakdown for campus-only visitors. Commissioner Jensen asked if the wording could be modified to "..visitors spend $39 million on-campus and in Corvallis", saying that it suggests that $39 million is spent in Corvallis, making it seem independent of the university. Commissioner Ridlington said the important aspect is that OSU makes an important

impact on the economy, and suggested letting the number stand. Commissioner Price recalled a previous Commission discussion resolved to leave the number alone, since it reflects generally that visitors come into the area and spend money. Commissioner Jensen noted that $39 million is roughly a third of the City of Corvallis' budget. Commissioner Woods suggested "..spent $39 million on campus and in Corvallis". Commissioner Sessions expressed concern regarding the accuracy of the number but said OSU brings visitors to Corvallis. There was agreement on adding ".. on campus and" on Manager Young's proposal to remove the redundant word "dollars".

Article 8.9.
Commissioner Price said he understood we'd decided not to reference definitions. Manager Young replied that the Commission asked staff to reference the new TDM definition in the Comp Plan. Commissioner Woods said that we wanted to draw attention to it, so we broke our general rule in this case.

Article 9. Housing.
Commissioner Morré asked if anything had been added to 9.4.j. Manager Young explained that the underlines represent task force, Council or staff recommendations. Commissioner Morré asked about places rented by the bedroom rather than by the unit. Manager Young replied that the information reflected the latest census data, specific to Corvallis. Commissioner Morré asked about language on single-family homes being replaced by multi-bedroom apartment complexes that are rented by the bedroom; Commissioner Woods replied that it was captured in 9.7.m.

Article 9.5. Housing Affordability.
Commissioner Jensen asked if reference to definitions had previously been struck. Planner Johnson replied that there was a discussion on removing definitions from findings and policies and placing them in Article 50, in order to bring clarity to complex findings.

Article 9.5. No changes.

Article 9.7. OSU Housing.
Chair Woodside highlighted testimony tonight from Ms. Ellis and Mr. Dodson. Commissioner Price said there was previous robust discussion on the issue and advocated leaving it as it stood; Commissioner Woods concurred. Commissioner Morré asked about 9.7.6 changing the word "communities" to "development". Commissioner Price said that reflected a lot of discussion, and that "development" captured the Commission's meaning better than "communities" or "housing". Attorney Coulombe suggested placing a comma after the word "campus" in 9.7.3; Commissioners concurred.

Chair Woodside asked if the Council will see a copy with the Commission's proposed changes. Manager Young said the current thinking is to give the Council a clean copy with changes in an appendix.

Article 9.7.7
Commissioner Morré suggested removing the word "student" in "..on campus student housing.." and simply saying "on campus housing". Commissioners and staff concurred.

Article 9.7.3
Commissioner Jensen said the sections all reference building housing on campus, except 9.7.3, which refers to "..or near campus". Commissioner Woods replied that it is related to housing needs related to OSU; students can choose to live on or near campus; it is more efficient and convenient to group relevant articles in just one place. Commissioner Jensen said it is titled "OSU Housing", not "Corvallis Housing". Commissioner Price noted that there is currently OSU-approved housing off campus, such as fraternities and sororities. Attorney Coulombe noted that subject headings are only for the convenience of readers. Commissioner Woods said the use of the word "development" reflected using OSU land.

Article 9.7.10
After discussion, Chair Woodside polled the Commission and found support for adding "and staff" at the end of the sentence.

Article 10. No changes.

Article 11.3. No changes.

Article 11.3. No changes.

Article 11.4.
Commissioner Jensen asking if the statement in 11.4.h: "Parking needs may reasonably be expected to fluctuate through time" had been demonstrated; Chair Woodside believed it had. Commissioner Jensen said the time frame was unclear. Commissioner Price noted that the statement was not just about campus; all large employers, such as H-P, have experienced parking fluctuation.

Manager Young noted that the Commission wished to flag 11.4.10 for careful consideration by the City Council, as there were divided opinions on the matter, which has important policy implications for the City. Chair Woodside said this was an issue on which the Commission was strongly divided, and asked that it be the only item bolded in the Council's clean copy in order to reflect this sensitive issue to the Council. Commissioners agreed with bolding this section in order to highlight it to the Council.

Article 11.6. Pedestrian
Commissioner Morré noted that though there were transit and auto sections, there was no bike policy section. Manager Young replied that his understanding was that there was one in the Comp Plan, but not in the OSU-related section. Chair Woodside added that bicycle-related issues were addressed under Article 11.5; Manager Young added that nothing was changed under 11.5.

Article 11.7 Transit.
Commissioner Morré said that the phrase in 11.7.i "..began charging no fares." sounded awkward, and suggested "..stopped charging fares."; Commissioners concurred.

Article 11.12 OSU Transportation Issues
The Commission concurred with Commissioner Woods' proposal to modify 11.12.c to "..maintaining the fareless transit system".

Article 13 Special Areas of Concern.
13.2. OSU
Commissioner Morré proposed changing a misspelling in 13.2.i: "..OSU *led,* and can lead.."; there was concurrence. Commissioner Morré suggested that in 13.2.6, capitalizing the word "City" in the first sentence; there was agreement. Commissioner Price noted that staff struck out both 13.2.7 and 13.2.8 numberings; Manager Young agreed that staff will have to renumber, given all the deletions and additions.

Chapter 13.4 OSU Resource Lands
Commissioner Morré highlighted the added map. Commissioner Sessions asked about 13.4.a; Manager Young explained that the parenthetical note was simply a placeholder that would be deleted. Commissioner Morré emphasized that some color maps will not have the same meaning in black and white; Planner Johnson replied that it would be changed to gray scale or otherwise altered in order to have meaning in published black and white versions.

13.4.6
Commissioner Morré asked about the phrase "OSU *shall continue* to prevent harmful agricultural runoff..". Manager Young said it is an existing policy; it is unclear whether that would continue. She suggested modifying it to "..*shall prevent*.."; there was concurrence.

13.11. South Corvallis Area. No changes.

Recommended Additions to Comprehensive Plan Article 50 - Definitions
Commissioner Morré asked whether the intent was to state "(See definition in Article 50)" throughout the document; Chair Woodside believed that was the intent. Planner Johnson said the Commission's discussion was to have that at the first instance within a chapter, but not after that in a chapter; there was concurrence.

Commissioner Price asked if the changes were explained well enough that it needed to come before the Commission again; Chair Woodside saw concurrence that the Comp Plan didn't have to come before the Commission again.

Attorney Coulombe summarized that the Commission is making a conclusion that the proposed amendments meet the community's need, and that the criteria are satisfied; however, this is just a piece of it. Procedurally, a motion is needed to adopt findings in the original staff report from roughly five years ago. He highlighted the motion on page 57 of the report, and suggested his revision to capture the Planning Commission's deliberations and findings.

Chair Woodside asked for comments on Information Sources for OSU-Related Comp Plan Amendments; Planner Johnson noted that these were not proposed to be part of the Comp Plan at this point. Commissioner Morré said she'd appreciated the list of sources of information, and suggested including it for the public as an addendum to the Comp Plan. Manager Young said there are supporting documents listed at the end of each Chapter. Planner Johnson said supporting documents are incorporated by reference; it would be a different list.

Attorney Coulombe added that there is a difference between sources to guide public assistance, and sources referenced for legislative history. He said Commissioner Morré had a different purpose in mind, and should not be incorporated into the Comp Plan, since it is now in the record as part of legislative history as part of the Comp Plan process. Commissioner Morré asked how members of the public could find where the data came from; Planner Johnson replied that they could find it in the archived record for CPA15-00001.

Attorney Coulombe read aloud the suggested motion that the Planning Commission adopt the findings and conclusions presented by staff and revised by the Planning Commission in its proceedings finalized the 17th day of August, 2016, and recommend that the City Council approve the Comprehensive Plan text amendment evaluated as CPA15-00001. This motion is based on the criteria, discussions, and conclusions contained within the March 9, 2016 staff report to the Planning Commission, and based on the findings presented by the Planning Commission during their deliberations. Commissioner Price moved to adopt the motion; Commissioner Morré seconded. Chair Woodside asked for discussion; there was none. Motion passed unanimously.

Chair Woodside stated that because the Planning Commission's recommendation is not a decision, it may not be appealed. The Planning Commission's recommendation will be considered by the City Council in a subsequently noticed public hearing. Manager Young said a Council work session is tentatively scheduled for September 20, with a tentative hearing date of October 17.

III. MINUTES REVIEW- JUNE 15, 2016; JUNE 22, 2016; JUNE 29, 2016; JULY 6, 2016; JULY 6, 2016 LDHB; JULY 20, 2016.

A. June 15, 2016:

MOTION: Commissioner Ridlington moved to approve the minutes as presented. Commissioner Price seconded the motion and it passed unanimously.

B. June 22, 2016:

MOTION: Commissioner Sessions moved to approve the minutes as presented. Commissioner Woods seconded the motion and it passed unanimously.

C. June 29, 2016:

Commissioner Woods said that on page 6, third paragraph, the third sentence should be modified to clarify his intent, to read "Commission Woods said that the moral hazard is that OSU has the ability to set the supply and price to keep utilization below the point that would trigger spending on more parking facilities".
MOTION: Commissioner Jensen moved to approve the minutes as corrected. Commissioner Sessions seconded the motion and it passed unanimously.

D. July 6, 2016:

Commissioner Woods noted that on page 9, seventh paragraph, the first sentence should be corrected to read "..; Mr. Adams *replied* that it did not".

MOTION: Commissioner Price moved to approve the minutes as corrected. Commissioner Woods seconded the motion and it passed unanimously.

E. July 6, 2016 Land Development Hearings Board:

MOTION: Commissioner Woods moved to approve the minutes as presented. Commissioner Sessions seconded the motion and it passed unanimously.

F. July 20, 2016:

MOTION: Commissioner Price moved to approve the minutes as presented. Commissioner Ridlington seconded the motion and it passed unanimously.

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

A. Planning Division Update:

Planning Division Manager Kevin Young reported the September 7 meeting is to be determined, since there are no public hearing items (the scheduled LDHB hearing for that date has been cancelled). Chair Woodside proposed the Commission continue with its review of the LDC.

Commissioner Price said he was Liaison to the Corvallis Housing and Community Development Advisory Board (HCDAB), which met this morning. It reviewed policy language cleanup and upcoming work. They're trying to accelerate some supplemental block grant applications. Chair Woodside asked members to review information in Manager Young's distributed member contact list; he noted it was not distributed electronically, to preserve members' privacy.

Manager Young announced he's accepted a Senior Planning position with Benton County, departing in mid-September, in order to better balance his work life, and stated he'd enjoyed working with the Commission. Board members extended congratulations.

Planner Johnson thanked board members for their hard work during the challenging OSU Comp Plan text amendments review process; Chair Woodside concurred. Commissioner Ridlington noted Attorney Coulombe had said that this is just the beginning, and that we still need to flesh out details down the road. Commissioner Price added that the new Buildable Land Inventory (BLI) posters signal upcoming Commission work.

VI. ADJOURNMENT: The meeting was adjourned at 8:46 p.m.

Community Development
Planning Division
501 SW Madison Avenue
Corvallis, OR 97333

DRAFT

CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
September 7, 2016

Present
Carl Price, Acting Chair
Jim Boeder
Tom Jensen
Susan Morré
Paul Woods
Rob Welsh
Frank Hann, Council Liaison

Staff
Paul Bilotta, CD Director
Kevin Young, Planning Manager
Jason Yaich, Senior Planner
Terry Nix, Recorder

Absent
Jasmin Woodside, Chair
Ronald Sessions, Vice Chair
Jim Ridlington

SUMMARY OF DISCUSSION

	Agenda Item	Recommendations
I.	Community Comments	
II.	Presentation of Findings from the Draft Urbanization Report	
III.	Request to Initiate Land Development Code Amendments	Motion passed to Initiate Land Development Code Text Amendments based upon information provided in the August 26, 2016 memo from the Community Development Director to the Planning Commission
IV.	Continued Review of the Land Development Code	
V.	Minutes Review – August 17, 2016	Approved
V.	Old Business	
VI.	New Business	
VII.	Adjournment	Adjourned at 9:15 p.m.

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Acting Chair Carl Price at 7:00 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. COMMUNITY COMMENTS

Court Smith suggested that findings be removed from the Comprehensive Plan. He said that policies can be written without findings and that findings are not included in most comprehensive plans. He said that findings are unnecessary, costly and focus too much on little details.

Mr. Smith suggested the following name and definition for the type of development referenced in proposed CPP 9.7.6: *Clustered, Walkable Village – Clustered and walkable is used to emphasize many different types of activities together and closely associated with a residential complex that are within a walkable distance and where automobiles are not necessary, nor do they create a barrier to walkability. Housing is clustered together with gathering places, services for daily life, amenities and public space. Open space is a necessity. The clustered, walkable village is connected to transit and may be associated with downtown, educational, commercial, health care, recreational, government, or industrial zones.*

Mr. Smith complimented the Planning Commission on being welcoming of public testimony. He was especially pleased when he had students come and present their work and the Commission took it seriously and incorporated findings and policies related to that input.

Commissioner Woods thanked Mr. Smith for his ongoing participation. He asked about the comment that other comprehensive plans do not include findings. Mr. Smith said he has viewed comprehensive plans from Portland, Hillsboro, Bend, Eugene, Albany and others, and he hasn't found any comprehensive plan that includes findings. Policies must be based on substantive data but there is a lot of data available. He suggested that the process be changed going forward.

II. PRESENTATION OF FINDINGS FROM THE DRAFT URBANIZATION REPORT

Senior Planner Yaich reviewed findings from the draft Urbanization Study, as detailed in the written staff report. The study looks 20 years into the future and is based on a number of projections, including a population projection for the Corvallis UGB which was developed by staff in alignment with Oregon Administrative Rules and reviewed and acknowledged by the City Council. Once adopted, the reports contained within the Urbanization Study can be used for decision-making support. The full draft study was presented to the City Council last month and it is available on the City's website.

Planner Yaich reviewed the four components of the Urbanization Study. The buildable lands inventory answers the question of how much land and of what type is currently available in the urban growth boundary, the housing needs analysis answers the question of how many dwellings are needed to support the projected 20-year population growth, the economic opportunities analysis answers the question of how much industrial and commercial land is needed to support the community's economic development goals, and the summary of land sufficiency shows the surpluses and deficits. The study shows that the City has enough land overall to support its residential needs for the next 20 years with the exception that there is a

309 dwelling unit (approximately 12 acre) deficit for high-density residential. Based on state law and LUBA decisions, the City cannot formally adopt the study until that deficit is addressed. The study also shows a deficit of 103 acres of commercial land and 54 acres of public institutional land. Staff will look for Council guidance on a process to collect community input on Comprehensive Plan map changes to address the identified deficits. An initial public meeting to present this information to the public and solicit feedback will be held on Wednesday, September 14, 5:00 p.m., at the Library Main Meeting Room.

In response to questions from the Commission, Planner Yaich clarified some of the information presented and provided additional information as follows:

- The analysis of park land needs is primarily based on the recently adopted Parks and Recreation Master Plan which uses a more flexible methodology based on area needs.
- Based on staff's direction, ECONorthwest analyzed the inventory of lands both with and without encumbrances; that information is included in the technical report and executive summary report. The conclusion in both cases is that there is plenty of land to support the overall need for residential but there is a deficit of high-density residential.
- The study looks at vacant or partially vacant lands that would support the growth in housing and includes detail about ways the deficit could be addressed. Redevelopment is typically addressed through policy direction and could be part of the forthcoming community discussion.
- The technical report includes a demographic analysis and a discussion of changing trends and what they might mean for Corvallis.

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Brief discussion followed regarding next steps and the upcoming community process.

III. REQUEST TO INITIATE LAND DEVELOPMENT CODE AMENDMENTS

Director Bilotta presented a request that Planning Commission authorize initiation of Land Development Code amendments in three areas as detailed in the staff memorandum. The updates would address a regulatory change around the way municipalities address expedited land divisions, as well as three process enhancements: 1) A mandatory pre-application neighborhood meeting for most land use actions that include a public hearing. The intent is that the early meeting would encourage improved design, promote cooperation between developers and neighborhoods, and facilitate more informed public hearings. 2) Amended pre-notification requirements to provide land use application information to the public earlier in the process and to account for changes in technology that have made it easier to provide notice. 3) Removal of detailed application requirements from the LDC and instead provide them on the official application form to allow for application requirements to more easily be revised or streamlined based on technology changes, process improvements and needs.

Commissioner Boeder said that, in his experience, there is a lot of uncertainty during the staff review process and even the developer often doesn't know what the final application will be until it is deemed complete by the City; he thinks it is unfair to the neighbors and the developer to hold a public meeting without that information.

Commissioner Woods said he thinks the pre-application neighborhood meeting is a good idea; however, he wonders if the City has the authority to make that mandatory. Director Bilotta

said that this application requirement has been used in other Oregon cities. It was noted that the draft language would be reviewed by the City Attorney's Office prior to coming to the Planning Commission which would then make a recommendation to the City Council.

In response to additional questions from the Commission, staff explained existing noticing procedures and the proposed electronic pre-notification that would be supplemental to mailed notices. Staff could look into whether state law would allow citizens to opt out of paper mailings.

Commissioner Jensen said there were a series of neighborhood meetings associated with the Sather Annexation 15 years ago; he suggested that staff look to see what process was used and whether it was deemed successful. Manager Young said that staff could look to see what records are available; but he doesn't believe City staff attended those early meetings.

In response to questions from Commissioner Woods, Director Bilotta said that removing the detailed application requirements from the LDC and adding them to administrative procedures is intended to result in a simplified process and may reduce costs by allowing items to be submitted electronically. Any changes that would increase the financial burden to applicants would be venturing into policy and would be brought back through a process.

In response to a question from Commissioner Boeder, Manager Young said that staff is suggesting the neighborhood pre-application meeting be held before the application is formally submitted so that the developer can be made aware of neighborhood concerns and make changes to address those prior to submitting an application. Brief discussion followed.

MOTION: Commissioner Woods moved to initiate Land Development Code Text Amendments based upon information provided in the August 26, 2016 memorandum from the Community Development Director to the Planning Commission. Commissioner Welsh seconded the motion and it passed unanimously.

IV. CONTINUED REVIEW OF THE LAND DEVELOPMENT CODE

The Planning Commission continued its review of the Land Development Code, beginning with Chapter 1.3 – Enforcement. Planning Manager Young reviewed each provision and provided clarifying information in response to questions from the Commission.

Section 1.3.10 – Responsible Officer. No changes were proposed.

Section 1.3.20 – Building Permit. No changes were proposed.

Section 1.3.30 – Certificate of Occupancy. No changes were proposed.

Commissioner Woods noted that identical language is repeated in several sections of the LDC. Director Bilotta explained that people often read only the section of code that is applicable to their situation and language is often duplicated so it can stand on its own within each section.

Section 1.3.40 – Noncompliance with the Approved Development Plans. No changes were proposed.

Section 1.3.50 – Stop Work Order. No changes were proposed.

Section 1.3.60 – Violations. No changes were proposed.

Commissioner Woods commented that there are multiple violations of LDC language related to vegetation over sidewalks and streets. He has sent e-mail complaints to the City but has not received a response. He understands that enforcement is complaint-driven; however, even when a complaint is made, sometimes nothing happens. Manager Young said that staff has limited resources and code compliance staff utilize a matrix to work through higher priority issues. Director Bilotta said that staff is working on a process that would allow citizen complaints to come into a single portal and be routed to appropriate staff. He will look into adding an automated response for e-mail complaints.

Discussion followed regarding examples of Type I and Type II violations and the processes used for each.

V. MINUTES REVIEW

August 17, 2016

MOTION: Commissioner Woods moved to approve the minutes as drafted. Commissioner Jensen seconded the motion and it passed unanimously.

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

Commissioner Jenson raised a concern regarding the City's new Imagine Corvallis 2040 document. He attended a gathering held by the League of Women Voters where participants were given rough drafts of the vision and asked to come up with three actions or ideas. Both of the groups he engaged with expressed serious concerns that the new document doesn't draw on or tie into the 2020 Vision Statement and that the new visions are vague in comparison to the more solid language in the 2020 Vision. He said participants were concerned that the 2040 document is being generated by a consultant in a way that mimics a document used in other communities and that there hasn't been enough local input. Given that this document will be the basis for the Comprehensive Plan, he thinks that it should be reworked such that it comes from the citizens and not a consultant.

Commissioner Morré said she also participated in some of the workshops and heard some of the same comments conveyed by Commissioner Jensen, especially related to starting from scratch rather than using the 2020 Vision as a starting point.

Acting Chair Price suggested that this issue may be outside of the Commission's purview and he suggested that concerns be directed to Councilor York, who is very involved in this process.

Councilor Hann noted that the new document hasn't yet been approved by the City Council and that there is still opportunity for public input into the vision document as well as strategies to implement the concepts contained therein. He said that Council is very open to input from

individuals and groups. Manager Young added that the 2020 Vision lined up well with the Comprehensive Plan but it didn't get to other aspects of community life. The goal with the 2040 plan is to produce a broader vision for the entire community that goes beyond City government and land use. There has been a concerted effort to engage the public and a significant amount of input has been received. Every member of the community is invited to come forward and give input on this document.

VI. ADJOURNMENT: The meeting was adjourned at 9:15 p.m.

WATERSHED MANAGEMENT ADVISORY BOARD
MINUTES
August 24, 2016
DRAFT

Present
Jessica McDonald, Chair
Charlie Bruce
Jacque Schreck
Richard Heggen
Steve Rogers
Joel Hirsch, City Council Liaison

Absent
Mark Dolan
David Hibbs, Excused

Staff
Jennifer Ward, Public Works
Tom Hubbard, Public Works
Matt Fehrenbacher, Trout Mountain Forestry

Visitors
Bill O'Connor, Marys Peak Alliance
Dave Eckert, Marys Peak Alliance
Dick Mossey

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions/ Election of Chair and Vice Chair	X		Elections to be held at September meeting
II. Review of Agenda	X		
III. Review of June 22, 2016 Minutes			Approved
IV. Community Comments			Recommend renaming Tributaries A, B, C, and D
V. City Council Report	X		
VI. New Business • FY 15/16 Forest Activities Report	 X		
VII. Old Business • 2016/17 Harvest Planning • Barred Owl Study • Annual Fish Survey	 X X X		
VIII. Staff Reports	X		
IX. Board Member Requests and Reports • WMAB Annual Report • Streamflow Studies • Working Group Reports	 X X X		
X. Adjourn	6:29 p.m.		

CONTENT OF DISCUSSION

I. Call Meeting to Order/Introductions/Election of Chair and Vice Chair
Chair McDonald called the meeting to order and those present introduced themselves.

Board Member Schreck moved to hold the Chair and Vice Chair elections at the September meeting; Board Member Heggen seconded the motion, which passed unanimously.

II. Review of Agenda

Chair McDonald noted that the list of members on the agenda is not correct; Sheryl Stuart is no longer on the Board, and Mark Dolan should be added.

III. Review of Minutes

Board Member Schreck moved to approve the June minutes; Board Member Rogers seconded the motion and the minutes were approved unanimously.

IV. Community Comments

Dave Eckert with the Marys Peak Alliance, discussed Tributaries A, B, C, and D and the possibility of naming them with Native American names. He noted that Marys Peak is a sacred site for the Calapooia Tribe, among others, and was a place where youths went, and still go, for vision quests. The Marys Peak Alliance asked the City to have a naming process for these four tributaries to select Calapooian or Chinook names. This would involve tribal members walking the creeks to determine appropriate names, which would then be submitted for approval and eventually registered with the United States Geological Survey (USGS). **Board Member Schreck moved that the Watershed Management Advisory Board recommend to the Mayor and City Council that procedures be expedited for the naming of Tributaries A, B, C, and D in the watershed in accordance with the Marys Peak Alliance's proposal. Board Member Rogers seconded the motion, which passed unanimously.**

V. City Council Report

Councilor Hirsch reported that Council is working on the sustainable budget and that the Council Goals are moving forward, especially the visioning and climate action goals.

VI. New Business

FY 15/16 Forest Activities Report

Ms. Ward presented the draft Forest Activities Report, noting that the presentation of the document to Council will be different, as it will be accompanying the Board's Annual Report. She requested the Board send any edits to her by September 1.

VII. Old Business

2016/17 Harvest Planning

Mr. Fehrenbacher stated that Trout Mountain held a pre-bid tour for this year's logging units. Seven contracting companies attended. His estimate is that four or five bids will be submitted. Next is a period of time to allow questions from the potential contractors, with bids due September 14.

Barred Owl Study

Ms. Ward presented the USGS Barred Owl Study.

Annual Fish Survey

Ms. Ward reported that the formatting of one of the tables was corrected in the current version of the fish survey document. She also noted that a survey is currently underway and there is one more year of surveys that has been budgeted for under the City's current memorandum of understanding with Marys River Watershed Council. The Board would like to discuss this further in October.

VIII. Staff Reports

Ms. Ward reported that Rock Creek Camp ran for four weeks, with programs involving watershed modeling and dynamics, cutthroat trout habitat and restoration, the water treatment plant, and aquatic macroinvertebrates. She estimated 35-40 campers per week, ranging in age from eight to thirteen.

Ms. Ward reported that the grant-funded restoration work on the Old Peak Meadow is nearly complete. Remaining grant funds will be used for watering of the native plants this summer and next and for monitoring wildlife use post-restoration. A large population of invasive ox-eye daisy has appeared in the meadow, so the City will need to be vigilant in order to achieve and maintain the desired result of an intact native meadow.

WMAB Annual Report

Chair McDonald noted that some updates were made to the Annual Report and asked the Board to submit any additional edits to the Chair by September 1.

Streamflow Studies

Board Member Heggen reported that the streamflow numbers available for the watershed are tied to outdated data. He would like to see funding made available to perform some streamflow monitoring and look for more data from other time periods.

Working Group Reports

Board Member Bruce reported that the Habitat Working Group took the summer off for the most part. A few members spent some time looking at maps, but have not had a chance go out to the watershed as a group.

Ms. Ward stated that she has not had time to address the questions posed but will have some answers for the September meeting.

IX. Board Member Requests and Reports

None.

X. Adjourn

The meeting was adjourned at 6:29 p.m.

NEXT MEETING: Wednesday, September 28, 2016, 5:15 p.m., DOWNTOWN FIRE STATION

RAIN OREGON ECONOMIC IMPACT

Distributed by Mayor Traber
10-03-2016 Council Meeting

(Jul 1, 2014 - June 30, 2016)

Revenue Generated:
$6,400,000

Capital Raised:
$17,000,000

Jobs Created:
212

Accelerator Companies Served:
124

Total Companies Assisted:
375

Matching Dollars to Legislature Funding:
$8,000,000

New Funds Serving Region:
$9,000,000

(Jul 1, 2015 - June 30, 2016)

Students Engaged:
1796

Mentors Engaged:
76

Angel Investors Engaged:
76