

**UMATILLA CITY COUNCIL MEETING
A G E N D A
COUNCIL CHAMBERS
JANUARY 02, 2018
7:00 P.M.**

1. MEETING CALLED TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

5.1 December 05, 2017 *pages 1-4*

5.2 December 19, 2017 Workshop *pages 5 -8*

- 7. PUBLIC COMMENT:** The Council will hear discussion of unannounced matters pertaining to community business. Council may discuss, but can take no action formally on items not placed on the published agenda. Comments are limited to five (5) minutes per person with a total time for this section being 30 minutes. Attendees are asked to refrain from interrupting the Council session unless the Mayor or Council member(s) specifically request clarification from an audience member.*

8. CONSENT AGENDA

8.1 Paid Invoices

a. CRIS, Inc. *page 11*

b. All Remaining Invoices *pages 9 - 25*

8.2 Court Report – November *page 26*

9. COMMITTEE REPORTS

9.1 Transient Room Tax Committee

a. David Meade (reappointment) *page 27*

10. UNFINISHED BUSINESS

11. NEW BUSINESS

11.1 2018 Meeting and Holiday Calendar *page 28*

11.2 Social Gaming License – Russ’s Place *pages 29 -34*

11.3 ZC-1-2017 Planning Commission Recommendation – Public Hearing *pages 35 - 42*

11.4 Ordinance 820 – An Ordinance Amending the City of Umatilla Zoning Map by Rezoning

1.82 Acres from Multi-Family Residential (R-3) to Medium Density Residential (R-2) *page 43 -*

44

11.5 ZC-2-2017 Planning Commission Recommendation - Public Hearing *pages 45 - 69*

- 11.6 Ordinance 821 – An Ordinance Amending the City of Umatilla Zoning Map by Rezoning 5.15 Acres from Multi-Family Residential (R-3) to Medium Density Residential (R-2) *pages 70 - 71*
- 11.7 Façade Grant Application - House of Mowers *pages*

12. CORRESPONDENCE

13. PUBLIC COMMENT: *See #6

14. MAYOR'S MESSAGE

15. STAFF REPORT

15.1 Manager's Report *pages 72 - 73*

16. COUNCIL INFORMATION & DISCUSSION

17. ADJOURN TO EXECUTIVE SESSION – ORS 192.660(2)

18. RECONVENE

19. ADJOURN

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**CITY OF UMATILLA
COUNCIL MEETING
December 05, 2017**

1. **CALLED TO ORDER:** Mayor Dufloth called the regular council meeting to order at 7:01pm.
2. **ROLL CALL**
PRESENT: Councilors Keith, Roxbury, Ribich, and TenEyck.
ABSENT: Councilor Ray and Torres – Medrano.
STAFF PRESENT: Recorder Sandoval, Manager Pelleberg, Deputy City Manager Ince, Public Works Director Barron, Community Development Director Mabbott, GIS Coordinator/Rec Planner Tsui, and Chief Huxel.
3. **PLEDGE OF ALLEGIANCE:** Recited at 7:02pm.
4. **APPROVAL OF AGENDA:** Councilor Keith moved to accept the agenda. Councilor Roxbury seconded the motion. Voted: 4-0. Motion carried.
5. **PRESENTATION:** None.
6. **APPROVAL OF MINUTES:** It was moved by Councilor TenEyck to approve minutes for October 17, 2017 Workshop, November 07, 2017, November 21, 2017 Workshop. The motion was seconded by Councilor Ribich. Voted: 4-0. Motion carried.
7. **PUBLIC COMMENT:** None.
8. **CONSENT AGENDA:**
Councilor TenEyck inquired about item 1053 Oregon Department of State Lands on page 18 of the council packet. Deputy City Manager Ince explained that refund checks that had not been cashed are reported to the state every year.

Councilor Ribich inquired about item 1629 Jordan Ramis PC Sept – Oct 2017 Legal Services. City Manager Pelleberg stated that it was the legal fee from our attorney. He was hired to work with our water rights.

It was moved by Councilor TenEyck to approve CRIS, Inc., and All Remaining Invoices. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.
9. **COMMITTEE REPORTS:**
9.1 Parks and Recreation Committee -
Community Development Director Mabbott reported on the Parks and Recreation Committee and presented minutes from their previous meeting. She summarized the business portion of the meeting. There was confusion amongst the committee about the terms of their appointment, so that was clarified. The committee had questions about Nugent Park and Director Barron was there, as was Manager Pelleberg, to answer those questions. There was interest expressed about creating and designating Umatilla as a Tree City, and Esmeralda

Horn was doing research on that. The committee had questions about a donation to Village Square Park and City Manager Pelleberg reported that the funding was spent on a bench. The committee never had follow up to understand what happened with earlier discussion items. Those were memorialized in the minutes, so they can go back and look at them.

There was also discussion about the old memorials with great intention, and what they could do with those. Chief Huxel suggested that they create a memorial wall. Nothing was decided on that subject, but hopefully, next time something like that comes along the Parks and Rec Committee can look at that again.

They also talked about the Umatilla Together and framework plan. They each received their own copy of that. Her next goal was to give the Parks and Rec Committee an updated Parks Master Plan. As an addendum to the Parks Master Plan, Matthew Tsui was working on a trail plan. Those are two separate documents, and they want enough detail in them to move forward with grant funding and other opportunities.

Chief Huxel reported on doing background checks for school district volunteers.

Director Mabbott also touched base on how the city was moving forward with a Russian Olive Tree removal project along the Umatilla River.

There was some confusion about park names amongst committee members. Recorder Sandoval did research on that, and only two parks have been officially named, Hash Park and Nugent Park. The Parks and Rec Committee wanted to formally adopt of the Parks Master Plan and part of that was to formally name parks. The Public Works Department had a lot of nicknames for the parks, the committee would vet those and give council a host of options to choose from when they get to that point.

It was moved by Councilor Roxbury to reappoint Kristina Ridings, Natasha Ugarte, and Kristle Wyant to the Parks and Recreation Committee. Motion was seconded by Councilor Ribich. Voted: 4-0. Motion carried.

9.2 Planning Commission –

It was moved by Councilor TenEyck to reappoint Craig Simson to the Planning Commission. Seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

It was moved by Councilor Roxbury to appoint Jodi Hinsley to the Planning Commission. Councilor Roxbury wanted it noted that his motion was strictly based on the fact that Ms. Hinsley was the first to apply. Seconded by Councilor Ribich. Voted: 4-1-0. Councilor Keith abstained. Motion carried.

9.3 Budget Committee -

It was moved by Councilor TenEyck to reappoint Jeff Wheeler to the Budget Committee. It was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

9.4 Police Committee –

Councilor TenEyck reported that the Police Committee met on October 25, 2017. Minutes were provided for Council to review.

Chief Huxel mentioned that there were some things that Council would be asked to act on, specifically the Emergency Response Plan. That needed to be updated and needs to be approved. She hopes it would be a future workshop discussion item.

Councilor Ribich wanted further explanation on staff wages. Chief Huxel explained that half of her staff was maxed out on the wage scale. They would be going into negotiations toward the end of January.

Councilor Keith wanted to know how they would do a wage increase. Chief Huxel explained that because they were a union they needed to negotiate a new contract. Their current contract expired on June 30, 2018. Historically, they do a three year contract, and wages are always part of that.

10. UNFINISHED BUSINESS: None.

11. NEW BUSINESS: None.

12. PUBLIC COMMENT: None.

13. MAYOR'S MESSAGE: It was encouraging to see 3 solid candidates who wanted to be part of the Planning Commission. We need to get information out to the community. We have a lot of projects that are occurring. It is a great opportunity to get information out.

14. STAFF REPORT: Manager Pelleberg stated that he had an upcoming meeting with the Marine Board to upgrade our boat ramp in the Marina.

Deputy City Manager reported that we received a clean fiscal audit report.

15. COUNCIL INFORMATION & DISCUSSION:

15.1 Councilor Keith – He thought that working on our city entries was great. The fire department had an exciting weekend for their Santa Life Flight event. They had about 300 people. They shot a lot of pictures. It was a costly thing for Life Flight to do, but they were grateful for it. They had the radio station La Ley on site, and they were able to translate to Spanish to the families. He has been talking to a lot of business owners trying to get them here. He was wondering if we could create a text list to send an email to business owners to encourage them one last time.

15.2 Councilor Roxbury – He wanted to wish everyone a Merry Christmas.

15.3 Councilor Ribich – He wanted to thank Councilor Keith for reaching out to local business owners. That was really what they were about as councilors, community outreach, and trying to get their needs to the board for discussion, and work on it. In the way of community outreach, he and his wife were trying to put up some lights on every corner of

their house. About a year ago, he sent Manager Pelleberg a picture of a sign from City of Pasco that stated "Yard of the Month." He is hoping to implement something like that.

15.4 Councilor TenEyck – He wanted to wish everyone a wonderful Christmas holiday and cautioned everyone to not discuss politics at the Christmas dinner table. He believed that we were becoming more and more divided and it was sad to see things coming apart. We should be coming together. He went to Rae's Dayz a couple times and it was wonderful.

16. ADJOURN TO EXECUTIVE SESSION –

17. RECONVENE:

18. ADJOURN: The next regular meeting will be held on January 02, 2018 at 7:00pm. It was moved by Councilor Ribich to adjourn the meeting. The motion was seconded by Councilor Keith Voted: 4-0. Motion carried. Meeting adjourned at 7:52pm.

Daren Dufloth, Mayor

ATTEST:

Nanci Sandoval, City Recorder

**CITY OF UMATILLA
WORKSHOP
DECEMBER 19, 2017**

1. MEETING CALLED TO ORDER: Mayor Dufloth called the meeting to order at 6:07 p.m.

2. ROLL CALL

PRESENT: Councilors Keith, Ray, Roxbury, Ribich, and TenEyck.

ABSENT: Councilor Torres – Medrano.

STAFF PRESENT: Manager Pelleberg, Chief Huxel, Community Development Director Mabbott, Public Works Director Barron, Planner Seitz, and Recorder Sandoval.

3. DISCUSSION ITEMS:

3.1 Training – Recorder Sandoval presented “Council/Manager/Staff Relations – How Can We Work Together?” a video produced by League of Oregon Cities TV.

3.2 Open Discussion – Community Development Director Mabbott handed out 5 page project list and update to the Councilors. Below is the list she presented:

Short Term – September 1, 2017 thru first Quarter 2018

1. Assist City Manager with SIP agreements and terms. With attorney.
2. “Kiwaniis Falls” landscaping
Solicit proposals for landscape design. (Russ may design in winter) Submit to ODOT for approval. Coordinate with Hermiston-Umatilla Kiwanis.
Removal of existing materials to be coordinated with Public Works in Spring/Summer 2018.
3. File final Plan Amendment for Goal 14 Exception to allow wastewater expansion to Army Depot. Final land use/planning step for city. Russ coordinating with CDA Director and ONG. Brandon is lead on land use piece. – January Planning Commission. February or March City Council agenda. Brandon is lead.
4. Registered for *Oregon Prospector.com*, site selector recruitment site for Business Oregon. No pending Business Recruitments from State. Work on refinement to “shovel ready” site for Port property within Umatilla city limits. Ongoing activity as projects are announced.
5. Chamber of Commerce Collaboration
Help as needed with staffing transition. Clarify roles/expectations of city.
Coordinate with Board on role of city in Travel Oregon grant to develop a Destination Management Plan. Opportunity to add value to the project with city mapping, etc. Review state contract and grant information.
6. Secured commitment from Cornelia Robinson, Amazon HR to participate in a housing and jobs recruitment forum. Possibly include Lamb-Weston and other employers.
Possibly joint venture activity with Chamber, depending upon staffing. Objective is to garner interest and promote living in city limits. Spring time target.
7. Submitted \$400,000 grant application “Central Park Water Re-Use Project” to Regional Solutions, a division of Business Oregon. Attended Regional Solutions Committee meeting in Boardman where project was ranked second (three or more projects to be funded depending upon amount). If top projects are not funded with Regional Solutions funds, projects will be forwarded by Courtney Crowell, Governor’s Regional Solutions Director for eastern Oregon to Governor and Legislature for funding.
8. Sent request to ODOT add crosswalk and signage at Brownell Blvd and Hwy 730. Follow up.

9. Lind Road (A north-south connection between Highway 730 and Bensel Road) Negotiate with county transfer of road – Russ is lead. Possible direct involvement of council. Currently county not discussing with city staff. Clarify “public ownership” prerequisite with Biz Oregon to qualify for IOF monies. Design standard to be city street design. Part of Vadata site review. Urgent to clarify in order to submit application to state (Biz Oregon) for Immediate Opportunity Funds (IOF).
10. Resolve Plan and Zoning Discrepancy of city-owned properties along Bud Draper Drive/ golf course. Preference of Council? Opportunity for niche residential development. Concept proposal to be presented to Planning Commission - Brandon is lead on rezone.
11. Awarded \$10,000 National Fitness Campaign (NFC) Location on ACOE lands. Promotion and fundraising to begin in Spring. Coordinate with Melissa on budget. May not be a budget priority.
12. Downtown Redevelopment
 - A. Secured commitment from PSU faculty for graduate Real Estate Course Spring Term. PSU student team will use downtown as project for course. Need to identify funding to pay for student travel and lodging.
 - B. Submitted \$35,000 grant application to Rural Opportunity Initiatives – funding to help pay for PSU students, chamber person (part of fee) and architectural design. Three public workshops in spring – with chamber and Port as co-sponsors. Design and develop business incubator for Umatilla businesses.
 - C. Sign up for Oregon Main Street Program. Apply for OMS Revitalization grant. www.oregonheritage.org.
 - D. Zoning Code Review with Laura Buhl. Is city code “form-based” to provide incentives, especially for downtown redevelopment?
 - E. Façade grants – understand policy, forms, funding. City has limited source of funding. Research status of applications and application process. Possibly wait for downtown redevelopment plan before issuing grants.
13. Update Master Park Plan.

Edit Russ’ draft. Finalize with Russ, Jason. Present to Parks & Rec Committee in January. Will require Parks and Rec committee review then City Council adoption.

 - A. Trail Plan development is underway. Matthew and Brandon are lead. Will be adopted as addendum to Master Park Plan or stand-alone plan.
 - B. Future waterfront redevelopment plan and Community Garden.
 - C. Coordinating with county on West County Regional Trail.
14. Russian Olive Tree removal along Umatilla River. Site visit. Landscape management plan. Met with ODFW and CTUIR. Kelly Nobles has initiated clearing projects on his property. City staff to clear along ACOE leased properties (boat launch to foot bridge). Matt to develop landscape management plan then city to submit to CTUIR for ACOE lands. ACOE to approve then identify and schedule resources. Possibly part of spring clean-up. Secured \$5,000 from County P4H GSHF grant. ODFW interested in creating more opportunities for anglers.
15. Develop Transitional Plan for Code Enforcement

Preliminary concept is to phase out Code Enforcement Board and transition to a Code Enforcement Advisory Committee. Coordinate with Police Chief and staff. Update code as needed. Write article for spring city newsletter explaining purpose of Code Enforcement and goal of council to increase compliance. Possibly target a neighborhood(s) as test case. Sign Code update and Abandoned Building Code adoption part of the overall program.
16. Adopt Abandoned/unsafe Building Code. Esmeralda researching model codes. Update code. Brandon is lead.

17. Update Sign Ordinance. With Brandon. Also part of program change to Code Enforcement Program. Target is July 2018. Roll out update with letter/article in city newsletter explaining the program and compliance, i.e. signs require a permit; part of city beautification/renovation effort. Followed by notices to landowners in violation.

Mid Term – First Quarter 2018 – fourth Quarter 2018

1. High priority goal to develop city 23 CSF water right. December 2017 submitted \$4 million grant application to Oregon Safe Drinking Water Program which would fund new well(s) and pipeline to Power City area and Urban Growth Area to Bensel Road. Russ is lead, with JUB Engineering. Potable water to residential area. Non-potable water to industrial area, including Vadata. Staff involved with Oregon Water Coalition and Lower Umatilla Basin Groundwater Management Area (LUBGWMA) Committee to advocate for city projects and demonstrate city support for region.
2. Coordinate with Post Office to include Power City and Urban Growth area to be part of “Umatilla” 97882 address. – Brandon is lead
3. Zoning for Power City to Bensel Road Urban Growth Area – Create new zone for Power City residential areas to allow transitional rural and urban uses (e.g. livestock). Resolve Industrial and Commercial Zoning and Plan discrepancies. Brandon is lead on zone amendment.
4. Review policy on food trucks and food pods. Numerous interest in September and October. Esmeralda researching model codes/programs of other small cities. Present ideas/examples at council work session. What is Council perspective? If ok, move forward to Planning Commission.
5. Request to BLM to transfer ownership of lands located within city limits. Map with Brandon. Coordinate with Russ.
6. Housing Advocacy
Numerous groups and programs available, e.g. CASA group, etc. Numerous opportunities for affordable housing at state level. High priority for legislature and Governor. Clarify expectations of Council. City has large inventory of vacant residential lands. Several residential developments underway
7. Port of Umatilla
Ongoing coordination with Port on industrial development. Port also a co-sponsor on ROI project. Identify opportunities to master plan Port properties. Map wetlands and develop wetland mitigation bank. Find grants for Port Master Plan. Priority is parcel overlooking Columbia River. Follow up with Brian Campbell and Aaron Ray, Biz Oregon grants.
8. Relocate Fertilizer Plant. Met with owners then Kim Puzey, Port Manager. Next step is to set up to meeting with company owners and Port and tour available port lands with rail access. Identify financial and other programs and incentives for company. Part of implementation of Umatilla Together Framework.
9. Long term lease/license with Army Corps of Engineers (ACOE). Russ is lead; working with Kimberely Heimel, ACOE. Maps – Brandon. Plans – Tamra

Long Term – Fourth Quarter 2018 and Beyond

1. Develop Plan and strategy for Parks and Recreation **Program**. First milestone is adoption of Master Park Plan, followed by programming. Budget implications. Coordinate with Umatilla School District and possibly OSU. Future work session with council and budget committee.
2. Waterfront Redevelopment. Identify grant planning opportunities. Russ is securing grant from Oregon Marine Board for marina improvements.
3. Relocate ODOT Weigh Station to site inside city limits. Develop plan for site redevelopment.

Meet with State Senator Bill Hansell and State Representative Smith. Coordinate with ODOT and help expedite project as a priority. Relocation project included in IAMP. Restore funding and recognition of Welcome Center.

4. Continue collaboration with CTUIR on Old Town Site. Russ is lead and has made good progress.
5. Adopt Health in All Policies for City.
6. Review opportunity to lease (purchase option) of properties for Parks and Recreation Facilities.
7. Identify county-owned properties that may be surplus.

Other items discussed were having a retreat to talk about council goals. Council reached the consensus to have a coach or mentor help them through their goal setting process. They wanted to host this retreat on the week of February 19, 2018 – February 23, 2018.

Councilor Ray requested that we ask Councilor Torres – Medrano for her availability that week. Recorder Sandoval needed to send her an email to follow up to see if she had any schedule conflicts.

Staff were to look into getting a mediator scheduled for that week.

4. ADJOURN: Mayor Dufloth adjourned the meeting at 7:50 p.m.

Daren Dufloth - Mayor

ATTEST:

Nanci Sandoval – City Recorder

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
26							
26	AgSource Laboratories	90350979	BOD AND SOLIDS TEST	11/01/17	76.85	40905	12/07/17
		90354364	BOD AND SOLIDS TEST	11/21/17	80.77	41021	12/20/17
	Total 26:				<u>157.62</u>		
54							
54	Andrews Sewer & Drain Service	5777	marina - RV Park Maintenance	10/26/17	165.00	41022	12/20/17
	Total 54:				<u>165.00</u>		
59							
59	Aramark Uniform Services, Inc.	863167619	Police Mats	11/09/17	96.00	40906	12/07/17
		863167621	Mats & Towels	11/09/17	121.64	40906	12/07/17
		863188479	Police Mats	11/23/17	96.00	40906	12/07/17
		863188481	Mats & Towels	11/23/17	68.00	40906	12/07/17
	Total 59:				<u>381.64</u>		
92							
92	Banner Bank Mastercard	2418HUXEL	LUNCHEON-BAKER CITY	11/30/17	9.00	40907	12/07/17
		2418HUXEL	AMAZON-EQUIPMENT	11/30/17	18.39	40907	12/07/17
		2418HUXEL	GALLS EQUIPMENT	11/30/17	23.17	40907	12/07/17
		4480NOV17	STREET DEPT EQUIPMENT	11/30/17	1,707.00	40907	12/07/17
		4480NOV17	PARKS DEPT EQUIP OPERATION	11/30/17	544.99	40907	12/07/17
		4480NOV17	LUNCHEON CITY MANAGERS	11/30/17	53.15	40907	12/07/17
		4480NOV17	LUNCHEON-WEST END MAYORS	11/30/17	80.44	40907	12/07/17
		4480NOV17	CITY HALL BUILDING MAINT	11/30/17	45.65	40907	12/07/17
		4480NOV17	LUNCHEON-COUNTY	11/30/17	25.80	40907	12/07/17
		4480NOV17	VERIZON CELL	11/30/17	187.21	40907	12/07/17
		4480NOV17	VERIZON CELL	11/30/17	187.21	40907	12/07/17
		5919INCEN	TRICK OR TREAT SUPPLIES	12/05/17	41.98	40907	12/07/17
		5919INCEN	CASELLE CONFERENCE HOTEL	12/05/17	293.89	40907	12/07/17
		5919INCEN	CASELLE CONFERENCE HOTEL	12/05/17	293.90	40907	12/07/17
		5919INCEN	POSTAGE	12/05/17	25.25	40907	12/07/17
		5919INCEN	RETURN TRICK OR TREAT SUPPLIES	12/05/17	8.90	40907	12/07/17
		5919INCEN	PHONE HEADSETS-CITY HALL	12/05/17	1,004.80	40907	12/07/17
		5919INCEN	WALMART-TOTES FOR CITY HALL	12/05/17	35.88	40907	12/07/17
		5919INCEN	SHIPPING SEWER DEPT.				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			EQUIP REPAIR	12/05/17	231.08	40907	12/07/17
		5919INCEN	CITY HALL KEY PAD REPLACEMENT	12/05/17	924.24	40907	12/07/17
		5919INCEN	PHONE CASE ON CALL PHONE	12/05/17	40.95	40907	12/07/17
		8522MABBO	COUNTY LUNCHEON	11/30/17	13.74	40907	12/07/17
		8522MABBO	PLAQUE FOR PSU AWARD	11/30/17	76.18	40907	12/07/17
		8522MABBO	OAPA CONFERENCE	11/30/17	557.10	40907	12/07/17
		8522MABBO	OFFICE SUPPLIES	11/30/17	63.24	40907	12/07/17
		8522MABBO	PLAQUE FOR PSU AWARD-COUNTY	11/30/17	76.18	40907	12/07/17
		8522MABBO	Meeting Meal	11/30/17	26.74	40907	12/07/17
	Total 92:				<u>6,578.26</u>		
95							
	95 Barnett & Moro, P.C.	86352017	Annual Audit	11/30/17	6,500.00	41023	12/20/17
	Total 95:				<u>6,500.00</u>		
143							
	143 Bonney's AG & Auto Repair	120517	Street Dept Equipment Maintenance	12/05/17	102.50	41024	12/20/17
	Total 143:				<u>102.50</u>		
183							
	183 Buttercreek Equipment, Inc.	2017-73	Park Maintenance-SOD	12/01/17	15.00	41025	12/20/17
		56337	Street Equipment Maintenance	11/27/17	23.12	40909	12/07/17
	Total 183:				<u>38.12</u>		
214							
	214 Cascade Natural Gas Corp.	CITYHALLN	Natural Gas New City Hall	11/22/17	67.08	40911	12/07/17
		CITYHALLN	Natural Gas New City Hall	11/22/17	67.08	40911	12/07/17
		CITYHALLN	Natural Gas New City Hall	11/22/17	67.08	40911	12/07/17
		DRAPERNO	Natural Gas Draper Street	11/22/17	107.06	40911	12/07/17
		SEWERNOV	Natural Gas Sewer Plant	11/22/17	292.29	40911	12/07/17
	Total 214:				<u>600.59</u>		
218							
	218 Casiday Battery Co.	7606	McFarland WELL ALARM MAINTENANCE	11/08/17	16.95	40912	12/07/17
		7640	Water Dept Equip Operations	11/16/17	83.40	40912	12/07/17
		7677	Sewer Dept Maintenance	11/28/17	128.00	40912	12/07/17
	Total 218:				<u>228.35</u>		
222							
	222 Center Point Large Print	1530820	Large Print Books for				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			Library	12/01/17	182.76	41026	12/20/17
	Total 222:				182.76		
226							
226	CenturyLink	0453NOV17	Police Dept T31 Line	11/25/17	93.23	40913	12/07/17
	Total 226:				93.23		
259							
259	CNA Surety	71371099-20	USDA-RUS Bond	12/05/17	220.71	40914	12/07/17
	Total 259:				220.71		
273							
273	Commercial Tire	222372	Police Dept Snow Tire Changeover	11/01/17	122.95	40915	12/07/17
		222378	Police Dept Snow Tire Changeover	11/01/17	53.00	40915	12/07/17
		222381	Police Dept Snow Tire Changeover	11/01/17	53.00	40915	12/07/17
		222383	Police Dept. Snow Chg/Break Repair & Svc	11/01/17	509.38	40915	12/07/17
		222407	Tires	11/02/17	135.14	40915	12/07/17
		222543	Police Dept Vehicle Maintenance	11/06/17	24.45	40915	12/07/17
		223076	Police Dept Vehicle Maintenance	11/20/17	147.05	40915	12/07/17
		223260	Marina Equipment Repair	11/28/17	146.15	40915	12/07/17
		223285	Sewer Dept Equip Repair	11/28/17	192.24	40915	12/07/17
	Total 273:				1,383.36		
285							
285	Corey, Byler & Rew, LLP	1090346-008	Legal Services-Audit Letter	11/30/17	60.00	41027	12/20/17
		1120061-001	Legal Services - PROSECUTIONS	11/30/17	315.00	41027	12/20/17
		1130285-038	Legal Services-DEQ Revolving Loan	11/30/17	405.00	41027	12/20/17
	Total 285:				780.00		
302							
302	CRIS Inc.	113017-M	Contract Service Agreement	11/30/17	12,500.00	40916	12/07/17
		113017-M	Marina Office Supplies	11/30/17	55.46	40916	12/07/17
	Total 302:				12,555.46		
308							
308	Crystal Springs	9262940-111	Water for Police Department	12/13/17	33.81	41028	12/20/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 308:					33.81		
397							
397	Dynamic Computer Consulting, I	11109	Proof Point Security monthly, Remote Backups	11/30/17	205.00	40920	12/07/17
		11194	Computer & Network Services	11/30/17	740.00	40920	12/07/17
Total 397:					945.00		
400							
400	East Oregonian	4534	Job Posting - Library Aid	11/14/17	680.00	41032	12/20/17
Total 400:					680.00		
405							
405	Eastern Oregon Telecom, LLC	8743NOV17	Telephone/Fiber Services	12/01/17	55.39	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	35.56	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	106.69	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	106.69	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	106.69	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	243.49	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	319.15	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	169.60	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	279.51	40921	12/07/17
		8743NOV17	Telephone/Fiber Services	12/01/17	68.60	40921	12/07/17
Total 405:					1,491.37		
456							
456	FEI #3011 Waterworks	0563909*9	WATER DEPT MAINTENANCE	09/29/17	136.38-	41034	12/20/17
		0607839	WATER DEPT MAINTENANCE	11/02/17	4,245.36	41034	12/20/17
Total 456:					4,108.98		
482							
482	Foreman, Christopher	9712347	Reimb Garlon-Park Maintenance	12/11/17	325.00	40976	12/12/17
Total 482:					325.00		
518							
518	SYNCHRONY BANK/AMAZON	3142NOV17	Library Books	11/15/17	35.97	40963	12/07/17
Total 518:					35.97		
526							
526	GG's Smokehouse Catering	120817	Police Dept Christmas Dinner	12/08/17	345.00	41035	12/20/17
		121917	Staff Holiday Appreciation Lunch	12/19/17	250.00	41035	12/20/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 526:					595.00		
554							
554	Gotcha Covered	952493	Cleaning Services	11/26/17	443.84	40925	12/07/17
		952493	Cleaning Services	11/26/17	383.98	40925	12/07/17
		952493	Cleaning Services	11/26/17	383.98	40925	12/07/17
		952493	Cleaning Services	11/26/17	248.20	40925	12/07/17
		952494	Cleaning Services	12/13/17	443.84	41036	12/20/17
		952494	Cleaning Services	12/13/17	383.98	41036	12/20/17
		952494	Cleaning Services	12/13/17	383.98	41036	12/20/17
		952494	Cleaning Services	12/13/17	248.20	41036	12/20/17
Total 554:					2,920.00		
557							
557	Government Ethics Commission	AIE06182	Annual biling govmt ethics	12/11/17	570.14	41037	12/20/17
Total 557:					570.14		
560							
560	Grainger	9626633631	Water Dept Maintenance	11/27/17	613.66	40926	12/07/17
Total 560:					613.66		
571							
571	Grossenbacher Bros., Inc.	47000	Police Notebooks	11/28/17	179.06	40927	12/07/17
Total 571:					179.06		
572							
572	GS Media & Events	GSG373788	Travel Guide - Marina & RV	11/30/17	5,089.50	40928	12/07/17
Total 572:					5,089.50		
587							
587	H.D. Fowler Company	I4680923	Water Dept Supplies	11/02/17	548.28	40929	12/07/17
		I4680985	Water Dept Supplies	11/02/17	4,270.26	40929	12/07/17
Total 587:					4,818.54		
623							
623	Heller & Sons Dist., Inc.	CL05965-IN	Gasoline for Police Cars	11/30/17	2,074.52	40930	12/07/17
		CL05966-IN	Gas for Public Works Vehicles	11/30/17	455.08	40930	12/07/17
		CL05966-IN	Gas for Public Works Vehicles	11/30/17	742.86	40930	12/07/17
		CL05966-IN	Gas for Public Works Vehicles	11/30/17	294.47	40930	12/07/17
		CL05966-IN	Gas for Public Works Vehicles	11/30/17	738.39	40930	12/07/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 623:					4,305.32		
627							
627	Hermiston Auto Parts, Inc.	647-564083	Street Maintenance	10/31/17	7.02	40931	12/07/17
		647-564149	Street Maintenance	11/01/17	18.48	40931	12/07/17
		647-564215	Street Maintenance	11/02/17	1.92	40931	12/07/17
		647-564249	Park Maintenance	11/03/17	12.19	40931	12/07/17
		647-564408	Street Equipment Maintenance	11/07/17	98.66	40931	12/07/17
		647-564506	Street Equipment Maintenance	11/08/17	40.00	40931	12/07/17
		647-564536	Water Dept Maintenance	11/09/17	4.15	40931	12/07/17
		647-564727	Street Equipment Maintenance	11/13/17	9.99	40931	12/07/17
		647-564734	Street Maintenance	11/13/17	10.09	40931	12/07/17
		647-564880	Street Equipment Maintenance	11/16/17	109.50	40931	12/07/17
		647-564915	Water Equip Maintenance	11/16/17	5.24	40931	12/07/17
		647-564962	Water Dept Maintenance	11/17/17	4.49	40931	12/07/17
		647-564985	Street Maintenance	11/17/17	27.53	40931	12/07/17
		647-565092	Street Equipment Maintenance	11/20/17	5.56	40931	12/07/17
		647-565165	Water Equip Maintenance	11/21/17	8.96	40931	12/07/17
Total 627:					363.78		
637							
637	Hermiston Quicky Lube	412029	Oil Change 2014 Charger	11/01/17	60.90	40932	12/07/17
Total 637:					60.90		
659							
659	Home Depot Credit Services	6051322	SHELVES-CITY HALL	11/13/17	159.94	40935	12/07/17
Total 659:					159.94		
693							
693	Ingram	31181257	Library Books	11/01/17	9.75	40936	12/07/17
		31266299	Library Books	11/07/17	29.40	40936	12/07/17
		31266300	Library Books	11/07/17	32.98	40936	12/07/17
		31266301	Library Books	11/07/17	146.27	40936	12/07/17
		31301434	Library Books	11/09/17	41.49	40936	12/07/17
		31375118	Library Books	11/14/17	17.40	40936	12/07/17
		31375119	Library Books	11/14/17	31.79	40936	12/07/17
		31375120	Library Books	11/14/17	21.00	40936	12/07/17
		31375121	Library Books	11/14/17	14.99	40936	12/07/17
		31375122	Library Books	11/14/17	20.99	40936	12/07/17
		31375123	Library Books	11/14/17	28.80	40936	12/07/17
		31395661	Library Books	11/15/17	16.17	40936	12/07/17
		31517074	Library Books	11/22/17	17.40	40936	12/07/17
		31517075	Library Books	11/22/17	16.80	40936	12/07/17
		31517076	Library Books	11/22/17	16.19	40936	12/07/17
		31517077	Library Books	11/22/17	9.75	40936	12/07/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		31517078	Library Books	11/22/17	21.58	40936	12/07/17
		NOV17	Discount Available	11/30/17	4.87-	40936	12/07/17
	Total 693:				487.88		
697							
697	Intermountain ESD	525P018067	Quarterly Newsletter	11/30/17	404.88	40937	12/07/17
	Total 697:				404.88		
768							
768	Kids Reference Co.	KRC07-6485	Books for Library	07/21/17	144.90	40679	Multiple
		KRC07-6485	Books for Library	07/21/17	144.90-		
		KRC07-6485	Books for Library	07/21/17	144.90	41040	12/20/17
	Total 768:				144.90		
786							
786	Kuo Testing Labs, Inc.	1711147	Marina Coliform/Nitrate Testing	11/10/17	50.50	40942	12/07/17
	Total 786:				50.50		
841							
841	Lucky Wash	1011753	SIGN PERMIT REFUND	12/20/17	25.00	41041	12/20/17
	Total 841:				25.00		
903							
903	Mechanix, Inc.	008490	Back Flow Tests City	11/19/17	897.49	40945	12/07/17
	Total 903:				897.49		
928							
928	Michael Frederick	686182	Library Books	10/01/17	25.00	40750	Multiple
		686182	Library Books	10/01/17	25.00-		
		686182A	REISSUE CHECK#40750	12/18/17	25.00	41044	12/20/17
	Total 928:				25.00		
933							
933	Mid-American Research Chemic	0623979-IN	Sewer Supplies	12/08/17	473.22	41045	12/20/17
	Total 933:				473.22		
995							
995	Norco	22472877	Water Dept Maintenance	11/21/17	38.29	40947	12/07/17
		22544096	Cylinder Rental	11/30/17	41.73	40947	12/07/17
		22544096	Cylinder Rental	11/30/17	41.73	40947	12/07/17
	Total 995:				121.75		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
996							
996	North Central Labs of Wisc	398897	Sewer Test Supplies	11/28/17	70.91	40948	12/07/17
	Total 996:				70.91		
1023							
1023	OHA Cashier	CONNECTIO	Cross Connection Annual Fee	12/20/17	200.00	41046	12/20/17
	Total 1023:				200.00		
1031							
1031	OMA	OMA18-2207	Annual Dues, Mayor-2018	12/20/17	135.00	41047	12/20/17
	Total 1031:				135.00		
1034							
1034	One Call Concepts, Inc.	7110499	Excavation Notices	11/30/17	29.04	40949	12/07/17
	Total 1034:				29.04		
1052							
1052	Oregon Dept of Revenue	NOV2017	State Court Assessments	12/05/17	33,045.47	40950	12/07/17
	Total 1052:				33,045.47		
1057							
1057	Oregon Library Association	4277	OLA Membership Dues	12/12/17	85.00	41048	12/20/17
	Total 1057:				85.00		
1066							
1066	Oregon Water Coalition	1815	Annual Dues	11/27/17	100.00	40951	12/07/17
	Total 1066:				100.00		
1082							
1082	OXARC	30200149	Park Maintenance	11/20/17	14.70	41049	12/20/17
		30200375	Water Dept Maintenance	11/20/17	89.43	41049	12/20/17
	Total 1082:				104.13		
1086							
1086	Pacific Power	0013DEC17	Hwy 395 & 730 Intertie Well	12/14/17	3,966.68	41050	12/20/17
		0021NOV17	205 Powerline/McNary Ind Park/WWTP	11/21/17	8,854.80	40953	12/07/17
		0039DEC17	McFarland Well	12/04/17	1,576.66	41050	12/20/17
		0047NOV17	McNary Mobil Phase 2	11/29/17	269.90	40953	12/07/17
		0054NOV17	City Park Restrooms	11/29/17	36.16	40953	12/07/17
		0062DEC17	Shop Complex	12/14/17	26.68	41050	12/20/17
		0070DEC17	8th & F SE Corner	12/14/17	38.99	41050	12/20/17
		0088DEC17	8th & E St SS Park	12/14/17	195.70	41050	12/20/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		0096NOV17	6th & A St Decorative Light	11/21/17	17.87	40953	12/07/17
		0104NOV17	Street Lights	11/30/17	2,369.30	40953	12/07/17
		0112DEC17	800 6th St/City Hall/Library	12/14/17	292.63	41050	12/20/17
		0112DEC17	800 6th St/City Hall/Library	12/14/17	292.63	41050	12/20/17
		0112DEC17	800 6th St/City Hall/Library	12/14/17	292.63	41050	12/20/17
		0120DEC17	300 6th St	12/14/17	824.99	41050	12/20/17
		0146DEC17	Bud Draper Dr	12/14/17	3,194.07	41050	12/20/17
		0153DEC17	Water Booster Station	12/14/17	1,151.13	41050	12/20/17
		0179NOV17	285 Radar Rd Booster Pump	11/27/17	483.47	40953	12/07/17
		0377NOV17	Bath House Marina	11/21/17	467.33	40953	12/07/17
		0385NOV17	Fish Cleaning Station Marina	11/21/17	19.40	40953	12/07/17
		0393NOV17	West End Comfort Station	11/21/17	17.87	40953	12/07/17
		0401NOV17	15 HP Pump Marina Levy	11/21/17	96.79	40953	12/07/17
		0419NOV17	Quincy Ave N 2nd Marina office bldg	11/21/17	111.20	40953	12/07/17
		0427NOV17	Marina Park	11/21/17	1,748.66	40953	12/07/17
		0435NOV17	1710 Quincy St Marina	11/21/17	521.14	40953	12/07/17
		0443DEC17	Umatilla Marina St Lights	12/13/17	193.30	41050	12/20/17
		0476NOV17	Street Light Powerline/730	11/21/17	21.78	40953	12/07/17
	Total 1086:				27,081.76		
1116							
1116	Pet Rescue	125	Dog Impounds	11/21/17	250.00	40954	12/07/17
	Total 1116:				250.00		
1133							
1133	Platt	O327382	City Hall Maintenance	10/31/17	16.50	40955	12/07/17
		O338965	City Hall Maintenance	10/31/17	60.24	40955	12/07/17
		O359139	City Hall Maintenance	11/10/17	67.32	40955	12/07/17
		O387250	Water Dept Maintenance	11/06/17	191.84	40955	12/07/17
	Total 1133:				335.90		
1141							
1141	Postmaster	BOX130-201	PO Box Rental-130	12/20/17	178.00	41051	12/20/17
		BOX130-201	PO Box Rental-130	12/20/17	178.00	41051	12/20/17
		BOX820-201	PO Box Rental-820	12/20/17	226.00	41051	12/20/17
	Total 1141:				582.00		
1157							
1157	ProBuild Credit Department	709-7907235	Sewer Dept Maintenance	11/14/17	83.94	40956	12/07/17
	Total 1157:				83.94		
1178							
1178	Quill Corporation	1509497	Police Dept Supplies	10/09/17	94.75	41052	12/20/17
		2065471	Office Supplies	10/30/17	56.96	41052	12/20/17
		2065471	Office Supplies	10/30/17	11.32	41052	12/20/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		2065471	Office Supplies	10/30/17	22.82	41052	12/20/17
		2065471	Office Supplies	10/30/17	34.14	41052	12/20/17
		2065471	Office Supplies	10/30/17	34.14	41052	12/20/17
		2065471	Office Supplies	10/30/17	22.82	41052	12/20/17
		2065471	Office Supplies	10/30/17	3.35	41052	12/20/17
		2068056	Planning Supplies	10/30/17	5.99	41052	12/20/17
		2077724	Office Supplies	10/31/17	4.85	41052	12/20/17
		2077724	Office Supplies	10/31/17	.96	41052	12/20/17
		2077724	Office Supplies	10/31/17	1.94	41052	12/20/17
		2077724	Office Supplies	10/31/17	2.91	41052	12/20/17
		2077724	Office Supplies	10/31/17	2.91	41052	12/20/17
		2077724	Office Supplies	10/31/17	1.94	41052	12/20/17
		2077724	Office Supplies	10/31/17	.30	41052	12/20/17
		2254998	Police Dept Supplies	11/06/17	85.92	41052	12/20/17
		2255592	Police Dept Supplies	11/06/17	5.99	41052	12/20/17
		2484508	Office Supplies	11/14/17	173.05	41052	12/20/17
		2484508	Office Supplies	11/14/17	34.38	41052	12/20/17
		2484508	Office Supplies	11/14/17	69.33	41052	12/20/17
		2484508	Office Supplies	11/14/17	103.72	41052	12/20/17
		2484508	Office Supplies	11/14/17	103.72	41052	12/20/17
		2484508	Office Supplies	11/14/17	69.33	41052	12/20/17
		2484508	Office Supplies	11/14/17	10.15	41052	12/20/17
		2487192	Office Supplies	11/14/17	1.33	41052	12/20/17
		2487192	Office Supplies	11/14/17	.26	41052	12/20/17
		2487192	Office Supplies	11/14/17	.53	41052	12/20/17
		2487192	Office Supplies	11/14/17	.80	41052	12/20/17
		2487192	Office Supplies	11/14/17	.80	41052	12/20/17
		2487192	Office Supplies	11/14/17	.53	41052	12/20/17
		2487192	Office Supplies	11/14/17	.09	41052	12/20/17
		2566464	COURT SUPPLIES	11/16/17	16.78	41052	12/20/17
		2566464	Planning Supplies	11/16/17	11.19	41052	12/20/17
		2598283	Office Supplies	11/17/17	28.85	41052	12/20/17
		2598283	Office Supplies	11/17/17	5.73	41052	12/20/17
		2598283	Office Supplies	11/17/17	11.56	41052	12/20/17
		2598283	Office Supplies	11/17/17	17.29	41052	12/20/17
		2598283	Office Supplies	11/17/17	17.29	41052	12/20/17
		2598283	Office Supplies	11/17/17	11.56	41052	12/20/17
		2598283	Office Supplies	11/17/17	1.70	41052	12/20/17
		2671646	Library supplies	11/21/17	105.99	41052	12/20/17
	Total 1178:				1,189.97		
1268							
1268	Scheel, Leon W.	E14	SLIP RELEASE MOORAGE REFUND	12/05/17	75.00	41054	12/20/17
	Total 1268:				75.00		
1280							
1280	Secretary of State	ARI17231	Annual Audit Review Filing 07/15-06/16	03/17/17	300.00	41055	12/20/17
		AUDIT16-17	Annual Audit Review Filing	11/30/17	300.00	40957	12/07/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1280:					600.00		
1293							
1293	Shelco Electric	62485	Water Equip Repairs	11/22/17	160.00	40958	12/07/17
Total 1293:					160.00		
1316							
1316	Sirchie Finger Print Labs	0323173-IN	Police Dept Equip Operation	10/27/17	516.02	41056	12/20/17
Total 1316:					516.02		
1332							
1332	Smitty's Ace Hardware	562891	Street Maintenance	11/02/17	106.44	40960	12/07/17
		562983	water dept maintenance	11/03/17	24.24	40960	12/07/17
		563018	marina Maintenance/Supplies	11/04/17	41.80	40960	12/07/17
		563063	WINTER CLOTHING ALLOWANCE	11/05/17	99.99	40960	12/07/17
		563146	PARKS MAINTENANCE	11/06/17	5.56	40960	12/07/17
		563290	PARKS MAINTENANCE	11/08/17	39.48	40960	12/07/17
		563300	Street Maintenance	11/08/17	17.77	40960	12/07/17
		563345	water dept maintenance	11/08/17	19.77	40960	12/07/17
		563397	water dept maintenance	11/09/17	27.98	40960	12/07/17
		563608	CITY HALL MAINTENANCE	11/13/17	7.96	40960	12/07/17
		563619	Street Maintenance	11/13/17	2.99	40960	12/07/17
		563620	WINTER CLOTHING ALLOWANCE	11/13/17	82.99	40960	12/07/17
		563762	water dept maintenance	11/14/17	35.58	40960	12/07/17
		563805	water dept maintenance	11/15/17	2.99	40960	12/07/17
		563900	PARKS MAINTENANCE	11/16/17	41.00	40960	12/07/17
		563903	water dept maintenance	11/16/17	45.06	40960	12/07/17
		563938	water dept maintenance	11/16/17	11.49	40960	12/07/17
		564275	PARKS MAINTENANCE	11/21/17	5.56	40960	12/07/17
		564277	POLICE DEPT MAINTENANCE	11/21/17	9.99	40960	12/07/17
		564286	water dept maintenance	11/21/17	73.19	40960	12/07/17
		564535	water dept maintenance	11/27/17	11.98	40960	12/07/17
		564569	water dept maintenance	11/27/17	6.30	40960	12/07/17
		564614	Street Maintenance	11/28/17	15.98	40960	12/07/17
		564659	marina Maintenance/Supplies	11/28/17	8.56	40960	12/07/17
		DISCNOV17	Discount available	11/30/17	8.67-	40960	12/07/17
		DISCNOV17	Discount available	11/30/17	8.67-	40960	12/07/17
		DISCNOV17	Discount available	11/30/17	8.68-	40960	12/07/17
		DISCNOV17	Discount available	11/30/17	8.68-	40960	12/07/17
Total 1332:					709.95		
1343							
1343	Specks Printing	007120	Business Cards- Water				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			Dept	12/14/17	59.00	41057	12/20/17
		7108	Business Cards- Krogh	11/29/17	59.00	40961	12/07/17
	Total 1343:				118.00		
1360							
1360	Sterling Codifiers	20230	2018 Hosting Fee	12/05/17	500.00	40962	12/07/17
	Total 1360:				500.00		
1387							
1387	Table Rock Analytical Lab	18984	SOCs McFarland, Intertie, Golf Course & Port Wells	09/22/17	4,590.00	41058	12/20/17
		18985	Disinfection By-Products	09/22/17	440.00	41058	12/20/17
		18988	Nitrate Well Tests	09/25/17	90.00	41058	12/20/17
		19025	Coliform drinking water tests	09/28/17	420.00	41058	12/20/17
		19393	Coliform drinking water tests	11/20/17	240.00	40964	12/07/17
	Total 1387:				5,780.00		
1392							
1392	Talos Engineering, Inc.	781	Sewer Maintenance - Troubleshooting	04/21/17	680.00	41059	12/20/17
		811	Sewer Maintenance - Troubleshooting	05/19/17	297.50	41059	12/20/17
		942	Water Dept Plant Maintenance	11/17/17	518.40	40965	12/07/17
		949	Cellular Texting System	12/01/17	55.00	41059	12/20/17
		958	Water Dept Maintenance - Golf Booster Station	12/08/17	708.75	41059	12/20/17
	Total 1392:				2,259.65		
1418							
1418	The Police and Sheriffs Press	100380	Holoview Secure ID Cards	11/20/17	17.49	40966	12/07/17
	Total 1418:				17.49		
1465							
1465	Umatilla County	CIS1718017	2018 FILE SUBSCRIPTION	12/06/17	180.00	41060	12/20/17
		CIS1718043	Web Query for Assessors and Records Databases	12/06/17	360.00	41060	12/20/17
	Total 1465:				540.00		
1469							
1469	Umatilla County Circuit Court	CR160422	Bail Transfer LUIS EMMANUEL MENDOZA	12/05/17	100.00	40968	12/07/17
	Total 1469:				100.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
1471							
1471	Umatilla County Finance Dept	NOV2017	County Court Assessment	12/05/17	4,257.03	40969	12/07/17
	Total 1471:				<u>4,257.03</u>		
1476							
1476	Umatilla County Sheriff's Ofc	2017120002	911 Dispatch Services 2st Qtr 17-18	12/15/17	11,247.50	41061	12/20/17
	Total 1476:				<u>11,247.50</u>		
1478							
1478	Umatilla Elect. Coop. Assoc.	0002DEC17	60 HP Sewer Pump	11/30/17	80.79	41062	12/20/17
		240NOV17	5 HP Sewer Pump Wildwood Lane	11/30/17	47.94	40970	12/07/17
		240NOV17	Street Light Electric	11/30/17	8.75	40970	12/07/17
		240NOV17	Hwy 730 / 395	11/30/17	8.00	40970	12/07/17
		240NOV17	Hwy 730 / McNary	11/30/17	8.00	40970	12/07/17
	Total 1478:				<u>153.48</u>		
1488							
1488	Unifirst Corporation	1430204898	Bldg Maint/Supplies CH/Library	10/27/17	30.34	41063	12/20/17
		1430204898	Bldg Maint/Supplies CH/Library	10/27/17	47.00	41063	12/20/17
		1430204898	Bldg Maint/Supplies CH/Library	10/27/17	47.00	41063	12/20/17
		1430205329	Bldg Maint/Supplies CH/Library	11/03/17	30.34	41063	12/20/17
		1430205329	Bldg Maint/Supplies CH/Library	11/03/17	47.00	41063	12/20/17
		1430205329	Bldg Maint/Supplies CH/Library	11/03/17	47.00	41063	12/20/17
		1430205755	Bldg Maint/Supplies CH/Library	11/10/17	30.34	41063	12/20/17
		1430205755	Bldg Maint/Supplies CH/Library	11/10/17	47.00	41063	12/20/17
		1430205755	Bldg Maint/Supplies CH/Library	11/10/17	47.00	41063	12/20/17
		1430206167	Bldg Maint/Supplies CH/Library	11/17/17	30.34	41063	12/20/17
		1430206167	Bldg Maint/Supplies CH/Library	11/17/17	47.00	41063	12/20/17
		1430206167	Bldg Maint/Supplies CH/Library	11/17/17	47.00	41063	12/20/17
		1430206574	Bldg Maint/Supplies CH/Library	11/24/17	30.34	41063	12/20/17
		1430206574	Bldg Maint/Supplies CH/Library	11/24/17	47.00	41063	12/20/17
		1430206574	Bldg Maint/Supplies CH/Library	11/24/17	47.00	41063	12/20/17
	Total 1488:				<u>621.70</u>		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
1500							
1500	UPS	84WV8477	Police Postage	11/25/17	22.58	40972	12/07/17
Total 1500:					22.58		
1504							
1504	USA Bluebook	432649	Sewer Dept supplies	12/01/17	133.84	40973	12/07/17
Total 1504:					133.84		
1520							
1520	Verizon Wireless	9796381473	2 Water Dept Lines	11/15/17	80.14	40974	12/07/17
		9797343789	Police Department Cell Phones	12/02/17	632.08	41064	12/20/17
		9797343789	Admin Cell Phones	12/02/17	105.08	41064	12/20/17
		9797343789	PW Cell Phones/On-call phone	12/02/17	105.08	41064	12/20/17
		9797343790	Police Air Cards	12/02/17	326.99	41064	12/20/17
Total 1520:					1,249.37		
1627							
1627	Kennewick Ranch and Home, In	60135093	Annual Clothing Allowance Street Dept	11/05/17	136.49	40940	12/07/17
Total 1627:					136.49		
1629							
1629	Jordan Ramis PC	139279	NOV 2017 LEGAL SERVICES	11/28/17	9,093.50	40939	12/07/17
Total 1629:					9,093.50		
1728							
1728	E O Heating & Air LLC	12672	Water Dept Equip Maintenance	12/08/17	183.00	41031	12/20/17
Total 1728:					183.00		
1753							
1753	Jimmy's Johns Portable Toilets L	6030	Marina & RV Park - Monthly Unit	12/01/17	185.00	41039	12/20/17
Total 1753:					185.00		
1812							
1812	Finck, Shane	E16	Moorage Refund - Slip Released	11/27/17	85.00	40923	12/07/17
Total 1812:					85.00		
1832							
1832	Fast Track	990420000	UTILITY REFUND-23 HARRISON DR	11/03/17	122.95	40922	12/07/17

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1832:					122.95		
1949							
1949	Gordon Truck Centers Inc.	SR15100278	Sweeper Repairs	12/01/17	1,091.05	40924	12/07/17
Total 1949:					1,091.05		
1967							
1967	Curtis Blue Line	INV143493	Police Clothing Allowance	11/28/17	269.75	41030	12/20/17
Total 1967:					269.75		
1982							
1982	Hillebrand, Patrick	DEC2017	Marina Patrol Services	12/05/17	200.00	40933	12/07/17
Total 1982:					200.00		
2085							
2085	OSA INTERNATIONAL	172780	OVERPAYMENT THOMAS GEORGITSIS	12/05/17	235.00	40952	12/07/17
Total 2085:					235.00		
2086							
2086	SMITH, CATHERINE	172792	OVERPAYMENT DOCKET#172792	12/05/17	38.00	40959	12/07/17
Total 2086:					38.00		
2087							
2087	DOMINGUEZ MARTINEZ, MARI	172262	OVERPAYMENT DOCKET 172262	12/05/17	40.00	40918	12/07/17
Total 2087:					40.00		
2088							
2088	TKACH, PAVLO	172893	OVERPAYMENT DOCKET 172893	12/05/17	235.00	40967	12/07/17
Total 2088:					235.00		
2089							
2089	BRETTTHAUER, ERIC	69296003	REFUND ON UTILITY BILL	11/27/17	120.44	40908	12/07/17
Total 2089:					120.44		
2090							
2090	CASCADE FIRE PROTECTION	UP-29-17	REFUND ON SPRINKLER PERMIT	11/30/17	40.04	40910	12/07/17
Total 2090:					40.04		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
2091							
2091	DIAZ, RIGOBERTO	BROWN17	REFUND FOR CORNEL BROWN	12/01/17	260.00	40917	12/07/17
	Total 2091:				<u>260.00</u>		
2092							
2092	DOPPS, KENNETH	94050005	UTILITY REFUND	11/21/17	22.67	40919	12/07/17
	Total 2092:				<u>22.67</u>		
2093							
2093	HOLDEN, BRENT	DEC2017	CLOTHING ALLOWANCE REIMBURSEMENT	12/04/17	261.82	40934	12/07/17
	Total 2093:				<u>261.82</u>		
2094							
2094	JONES, JANICE	29110016	UTILITY REFUND	11/29/17	33.81	40938	12/07/17
	Total 2094:				<u>33.81</u>		
2095							
2095	KIMBEL, LORI	99410012	UTILITY REFUND	11/29/17	35.18	40941	12/07/17
	Total 2095:				<u>35.18</u>		
2096							
2096	Lindley, Samantha	69286070	UTILITY REFUND	11/09/17	74.14	40943	12/07/17
	Total 2096:				<u>74.14</u>		
2097							
2097	Lombera, Alba	89208022	UTILITY REFUND	11/14/17	62.43	40944	12/07/17
	Total 2097:				<u>62.43</u>		
2098							
2098	Moom, Dale	99990486	UTILITY REFUND	11/06/17	88.24	40946	12/07/17
	Total 2098:				<u>88.24</u>		
2099							
2099	UNIVERSAL REALITY	99220004	UTILITY REFUND-2364 BLUE BIRD DR	11/29/17	138.41	40971	12/07/17
	Total 2099:				<u>138.41</u>		
2100							
2100	ZAMORA, ESPERANZA	99990662	UTILITY REFUND	11/09/17	16.05	40975	12/07/17
	Total 2100:				<u>16.05</u>		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
2101							
2101	CUES	496634	SEWER DEPT MAINTENANCE	12/07/17	1,322.27	41029	12/20/17
		497167	SEWER DEPT MAINTENANCE	12/14/17	588.13	41029	12/20/17
	Total 2101:				<u>1,910.40</u>		
2102							
2102	Esquivel, Ramon	93422000	Utility Refund-422 Bobwhite	12/08/17	85.79	41033	12/20/17
	Total 2102:				<u>85.79</u>		
2103							
2103	HENDRICHS, GREG	H26	SLIP RELEASE - MOORAGE REFUND	12/18/17	70.00	41038	12/20/17
	Total 2103:				<u>70.00</u>		
2104							
2104	LYTLE, DEBORAH	387070	REFUND EXTRA REFUSE DROP BOX	12/15/17	84.80	41042	12/20/17
	Total 2104:				<u>84.80</u>		
2105							
2105	MCKIM, RAYMOND & KASSIE	39171013	UTILITY BILL REFUND	10/20/17	12.87	41043	12/20/17
	Total 2105:				<u>12.87</u>		
2106							
2106	REID, KENNETH	19008039	UTILITY BILL REFUND	12/20/17	13.64	41053	12/20/17
	Total 2106:				<u>13.64</u>		
	Grand Totals:				<u><u>167,494.39</u></u>		

Report Criteria:

Detail report type printed



Umatilla Municipal Court

700 6th Street, PO Box 130, Umatilla, OR 97882
(541) 922-4570 Ext.2 Fax (541) 922-5758

December 4, 2017

TO: MAYOR DAREN DUFLOTH
FROM: THERESA M KROGH, MUNICIPAL JUDGE
SUBJECT: November 2017 MONTH END REPORT

<u>TOTAL</u>	<u>POLICE TRAINING COUNTY</u>		<u>STATE</u>	<u>REFUNDS</u>	
<u>RECEIPTS</u>	<u>FINES</u>	<u>FUND</u>	<u>ASSESS..</u>	<u>ASSESS.</u>	
<u>\$65,988.00</u>	<u>\$ 28,037.50</u>	<u>\$ -0-</u>	<u>\$4257.03</u>	<u>\$33,045.47</u>	<u>\$ 648.00</u>

REFUNDS INCLUDES, OVERPAYMENTS, RESTITUTION, REFUNDS TO DEFENDANTS AND BAIL TRANSFERRED TO OTHER COURTS.

FINE TURNOVER FOR OCTOBER 2017 28,037.50.

TURNOVER DOES NOT MATCH TOTAL RECEIPTS AS THERE WAS A PAYMENT IN AUGUST THAT WAS NOT DISPERSED AND AN OVERPAYMENT THAT WS NOT REFUNDED SO THEY WERE INCORPORATED WITH OCTOBER.

TWO WEDDINGS WERE PERFORM IN NOVEMBER 2017 BOTH IN THE COURT ROOM.

Theresa M Krogh
Municipal Judge for
The City of Umatilla

:tmk

CC: COUNCIL

Mayor and Council:
City of Umatilla
PO BOX 130
Umatilla, OR 97882



I DAVE MEADE, request appointment re-appointment to:

- | | |
|---|--|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Library Board |
| <input type="checkbox"/> Budget Committee | <input checked="" type="checkbox"/> Transient Room Tax Committee |
| <input type="checkbox"/> Parks & Recreation Committee | <input type="checkbox"/> Tree Board Committee |
| <input type="checkbox"/> Code Enforcement Board | <input type="checkbox"/> City Council |

I have lived in Umatilla for years. Additional qualifications:

I AM THE CURRENT CHAMBER OF COMMERCE
REPRESENTATIVE ON THE TRT COMMITTEE.
I HAVE BEEN A CHAMBER BOARD MEMBER FOR
12 YEARS. AS THE STORE MANAGER OF CHE
FOR THE PAST 25 YEARS I HAVE BEEN ACTIVE AND
FINANCIALLY SUPPORTIVE OF THE CITY OF UMATILLA.

Address: 1411 6TH ST PO BOX 399 Phone Number: 541-922-3001
UMATILLA E-mail Address: COLUMBIA HARBOR FISH @ OUTLOOK

12/21/17
Signature Date

Planning Commission - 7 members, not more than 2 of whom shall be nonresidents of the city residing within urban growth area, and the City Manager and Public Works Director as ex officio members. The Commission is responsible for the administration of the Land Use Code. The Commission may: recommend and make suggestions to the city council and to all other public authorities concerning laying out, widening, extending, parking, and locating of streets, sidewalks and boulevards, relief of traffic congestions, betterment of housing and sanitation conditions, and establishment of zones of districts limiting the use, height, area and bulk of building and structures. For more information please see Title 2 Chapter 1 Section 7 of the City of Umatilla code book.

Library Board - 5 resident voters within the urban growth boundary of the City, the City Manager, Mayor, and Librarian may serve on the board as ex officio members. The Board may: make recommendations to the

2018 UMATILLA CITY CALENDAR PLANNER

Council Meetings – First Tuesday of the month. Third Tuesday meetings maybe scheduled if needed. Variation occurs occasionally due to holidays.

January	2	July	3
February	6	August	7
March	6	September	4
April	3	October	2
May	1	November	6
June	5	December	4

Planning Commission – Fourth Tuesday of the Month

January	23	July	24
February	27	August	28
March	27	September	25
April	24	October	23
May	22	November	27
June	26	December	20**

Holidays

January	1 – New Year Day	September	3 – Labor Day
January	15 – Martin Luther King, Jr. Day	November	12 – Veterans Day (Observed)
February	19 – Presidents’ Day	November	22 – Thanksgiving Day
May	28 – Memorial Day	November	23 – Thanksgiving Day After
July	4 – Independence Day	December	25 – Christmas

***Regular meeting date changed due to holiday conflict*

CITY OF UMATILLA
GAMING TABLE PERMIT APPLICATION

NEW _____ RENEWAL X

ESTABLISHMENT NAME: RUSS'S PLACE
CONTACT PERSON: JOY MEGAGALLON MANAGER GARY MONAGHAN OWNER
PHONE#: 541-922-2626
PHYSICAL ADDRESS: 505 WILLAMETTE AVE UMATILLA OR 97882
MAILING ADDRESS: 505 WILLAMETTE AVE UMATILLA OR 97882
NUMBER OF TABLES: 5 FIVE

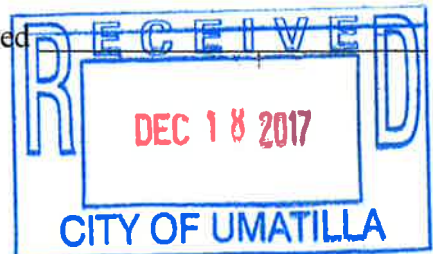
YES A LIST OF "HOUSE RULES" ARE ATTACHED

***\$300.00 LICENSE FEE PER YEAR PAYABLE UPON SUBMISSION OF APPLICATION.

Gary S. Monaghan
APPLICANT'S SIGNATURE

Receipt # 1012413

Date Received



RUSS' PLACE POKER ROOM RULES

- 1. Russ' Place Poker Game provides House Poker Dealers for all games, but does not participate in the actual game play of the game and has no interest in the outcome of play.**
- 2. Russ' Place Poker Game will conduct all games in a manner that meets the highest standards of fairness to it's patrons. It is with this in mind that Russ' Place Poker Room has incorporated certain rules for poker games that are offered to the public.**
- 3. Management and Floor Persons reserve the right to make decisions that are in the best interest of the game, even though technical interpretation of the rules would dictate a contrary decision.**
- 4. Russ' Place Poker Game is not responsible for the conduct of any player, but retains the right to refuse the use of the facilities to any player.**
- 5. A waiting list will be kept for all poker games. Players may reserve a seat by having their name placed on the list for the game of their choice. Players will be paged when a seat becomes available. An immediate response is expected. Once in a poker game, a player may request a table change from a floor person.**
- 6. By taking a seat in a poker game, players agree that management has the final word on who may play and the manner in which play is conducted.**
- 7. When players are seated in a poker game they must ante or post blinds as per type of game being played. If a player is dealt in by dealer error, then the hand will be declared dead and play continues. Otherwise the player must fulfill their obligation for the amount owed.**
- 8.. New players arriving in "rake" games below \$10-\$20 may receive a hand without posting and blinds unless they are in a blind position and want to receive a hand on that deal. New players arriving in \$10-\$20 games and above are required to post the blinds or they may wait for the Big Blind. In all "time" Hold em games they are required to post or wait for the Big Blind.**

9. All poker games are table stakes and all players entering a Poker game must make at least the minimum buy-in.

***The minimum buy-in is generally ten (10) times the minimum bet for that game.**

***Players may take their chips with them when leaving the Poker Room; however, they must verify the amount with the dealer prior to leaving and replace the same amount upon their return.**

*** If a player runs out of chips during the course of a hand, that player is eligible to play all-in for the portion of the pot in which he / she has an interest.**

*** Players may not add to their table stakes once a hand has begun.**

*** Players are allowed one (1) short buy-in (50% or more of original buy-in) for each full buy-in (adding less than the full buy-in amount is considered a short buy-in).**

10. Cards must be kept on or above the table surface in playing view. Cards may not be removed from the edge of the table surface.

11. It is each player's responsibility to protect his/her own hand and right to action.

12. Once a card touches the muck, that hand may be declared foul.

13. All losing hands will be mucked before the pot is awarded.

14. The winning hand will remain face up until after the pot has been awarded.

15. A misdeal may be ruled for circumstances not covered here. The following may be ruled misdeals:

*** The deal is out of position and it is discovered prior to the Flop being turned.**

*** The first card is boxed or exposed.**

*** If two (2) or more down cards are exposed due to dealer error.**

*** If two (2) or more boxed cards appear when the starting hands are dealt (if it is discovered that there are boxed cards in the stub after the completion of the deal, the action continues).**

*** Wrong number of cards on the deal in Stud games.**

16. Once a new hand has begun, no decision can be rendered in regard to the previous hand.

17. No one may play another player's chips.

18. Play-overs will be allowed at the management's discretion.

19. No "rabbit hunting". Players and dealers are not allowed to look through the discard pile.

20. Cards speak. A winning hand must show all cards face up on the table. The player initiating the last action (checking or betting) must turn their hand over first. The House Dealer will assist to the best of their ability in the reading of hands although it is each player's responsibility to protect their own hand at all times.

21. A player miscalling a hand with the intent to cause another player to act on their hand, risks forfeiture of the pot, and /or expulsion from the Poker Room.

22. At the request of other players at the table, non-players may be asked not to stand or sit at the table.

23. No beverage containers, food, books, etc., are allowed on the Poker table.

24. The splitting of pots among players is not allowed, all hands must be played to completion.

25. Show one show all. If any player shows his/her cards to another player at the table, all other players at the table then have the right to see them upon request.

26. A bet and three (3) raises are allowed unless it is "heads up" before the "cap" (third raise) then players may make an unlimited number of raises.

27. All raises must be at least equal to the size of the last bet, except in "all-in" situations.

28. Players must act in turn. A knock on the table constitutes a pass. To eliminate the possibility of forfeiture a player must call "time". Failure to stop the play prior to substantial action occurring may result in the right to act.

29. Players who place a single chip into the betting perimeter that is larger than the bet to them are considered to be calling the bet unless they announce "raise".

30. String raises are not allowed. A player must either put out the full amount of the bet and raise at once or announce "raise."

31. Verbal statements in turn are binding; verbal statements out of turn may also be binding.

32. If a player acts out of turn and their bet or raise influences action, that bet or raise must stay in the pot.

33. A card found face up in the deck (boxed card) is treated as a scrap of paper. A card being treated as a scrap of paper is replaced by the next card below it in the deck.

34. If an irregular card or cards (cards of the same rank, cards of a different back color, etc.) appear during the course of a hand, all hands are dead and all action is void. If an irregular card(s) is discovered in the stub, all action for that hand and previous hands stands.

35. All-in wagers are considered action only if the all-in amount is less than 50% of the betting structure. If the all-in amount is 50% or more of the betting structure it is considered a wager and may be called, completed, or raised.

36. Players may request a table change from a floor person. However, they must enter the new table with a full buy-in, unless they are coming from a broken game of the same or higher limit.

37. If a player requests a table change, that player must move immediately when the seat becomes available. When moving to a different limit, the player may play until their Big Blind. In must-move games, if a player has played the Big Blind they may play through the button.

38. In multiple blind games, players must meet the total amount of their blind obligations every round, or they will receive a missed blind button.

39. In "time collection" games, if a player is away from their seat, the dealer will collect "time" from their stack.

40. In case of theft or natural disaster, Russ' Place Poker Game is not responsible for any money or chips left on the table.

41. Only English will be permitted while a hand is in play.

42. Cell phone calls may not be made or received by a player while in possession of a hand. (cards)

43. Any changes or modifications to these rules will be conspicuously posted.

44. Management's decisions are final.

**CITY OF UMATILLA PLANNING COMMISSION
REPORT AND RECOMMENDATION
FOR
ZONE CHANGE ZC-1-2017**

STAFF REPORT DATE: December 20, 2017

REPORT PREPARED BY: Tamra Mabbott, Community Development Director
Brandon Seitz, City Planner

I. GENERAL INFORMATION AND FACTS

Applicant: Philip and Theresa Sepulveda
1850 SW Runnion Place
Pendleton, OR 97801

Property Owner: Same as applicant.

Land Use Request: Zoning map amendment to re-zone property from R-3 Multi-Family Residential to R-2 Medium Density Residential.

Property Description: Township 5N, Range 28E, Section 14BB
Tax lot 700.

Location: Subject property is located in the McNary area, specifically at the northwest intersection of Klickitat and Deschutes Streets, within Umatilla city limits.

Existing Development: Vacant.

Proposed Development: Single Family Residential and multi-family residential.

Current Zone: Multi-Family Residential (R-3)
Density is one dwelling per 2,000 square feet.

Proposed Zone: Medium Density Residential (R-2)
Density is one dwelling per 3,500 square feet.

Applicable Overlay Zone(s): None.

Adjacent Land Use(s): Property to the north is vacant land and the McNary Golf Course. Properties to the south are single family residential homes. Lands to the east and west are a mix of single family residential, senior housing and multi-family housing.

II. NATURE OF REQUEST AND APPLICABLE COMPREHENSIVE PLAN AND ZONING ORDINANCE PROVISIONS

The applicants, Philip and Theresa Sepulveda, request a Zone Map Amendment in order to establish a detached single family dwelling for their occupancy. Specifically, the Sepulveda's request to re-zone their lot from Multi-Family Residential to Medium Density Residential. The applicants searched west Umatilla County for a home and were unable to find one that was suitable for their needs. Instead, they purchased the subject lot, understanding they would re-zone the lot for their own use and would subsequently partition the property.

This request must comply with the applicable standards of the amendments to the zoning text or map (Section 10-11-9) as outlined in Section III of this report. Generally, unless otherwise noted, if a request is found to be consistent with the Zoning Ordinances it is considered to be consistent with the Comprehensive Plan.

III. ANALYSIS

A. City of Umatilla Zoning Ordinance Section 10-13-3(D) Amendments to the Zoning Text or Map

The following standards must be addressed to demonstrate that the standards are met, can be met through appropriate conditions of approval or be found not to apply.

1. *The proposed designation is consistent with and supports the purposes of the portions of the City's Comprehensive Plan not proposed for amendment, or circumstances have changed to justify a change in the Comprehensive Plan.*

Findings: The request is for a Zone Map Amendment and does not propose a change to the Comprehensive Plan. The Comprehensive Plan designation is residential and will remain residential.

Conclusion: The proposed zoning designation is consistent with the City's Comprehensive Plan. The application complies with this criterion.

2. *The proposed change will not affect the land supply for the existing zoning designation as related to projected need for the particular use.*

Findings: Table 14.5-1 in the City's Comprehensive Plan shows a mix of existing acreage zoned residential. At the time the table was assembled, circa 1998, there was a net 7.3 acres needed of R-2 zoned lands. Table 14.5-1 shows a surplus of residential zoned lands, approximately 1,100 acres. However, a net deficiency, 7.3 acres at the time, of lands zone R-2. The April 20, 2017 Umatilla County "Residential Lands and Preliminary Housing Analysis" showed city of Umatilla had 265 vacant residential parcels.

In the July 2017 Bonney property re-zone application, city found that of the 1,100 acres of land zoned residential a reduction of 170 acres would not negatively impact the needed supply of

developable residential properties.

Conclusion: Based on the data in the Comprehensive Plan, more recent analysis from Umatilla County and the recent findings adopted as part of the Bonney Zone change, the proposed zone change would enhance the recognized need for R-2 zoned lands in the city inventory. The application complies with this criterion.

- 3. The proposed designation will not negatively impact existing or planned public facilities and services. In particular, pursuant to the Oregon transportation planning rule, proposed text and map amendments shall determine whether the proposed change will significantly affect a collector or arterial transportation facility and must comply with the requirements of Oregon administrative rule (OAR) 660-012-0060 as applicable. In the I-82/U.S. 730 interchange area management plan (IAMP) management area, proposed access shall be consistent with the access management plan in section 7 of the IAMP.*

Findings: The proposed re-zone would reduce the net demand on public facilities, given that the proposed density would result in a lower density of housing. The City Water System Master Plan was adopted in 2008. The City Wastewater System Study was adopted in 1997. The documents show adequate capacity for water and wastewater.

Conclusion: The proposed R-2 zone designation will not negatively impact existing or planned facilities or services. The Traffic Impact Analysis standards are addressed below and found to be met. This application complies with this criterion.

- 4. The site is suitable for the proposed use, considering the topography, adjacent streets, access, size of the site, availability of public facilities, and any other pertinent physical features.*

Findings: The applicant is proposing to construct a single family detached residence for their own occupation and may create other parcels for similar development. The subject property is flat which presents limited or no development constraints. Public facilities, including sewer and water are available and adequate to accommodate the use.

Conclusion: The subject property is currently zoned and suitable for residential development. The proposed zoned change would not affect the suitability for the property for residential development. The application complies with this criterion.

- 5. Other sites in the City or the vicinity are unsuitable for the proposed use. In other words, ownership and desire to develop a particular use in themselves provide insufficient rationale for changing a zoning designation that does not support the interests of the City as a whole.*

Findings: The applicants searched within the city of Umatilla and neighboring cities within west Umatilla County to find a suitable parcel of land to build their home. The parcel is larger than is warranted for a single residence and, their desire is to have a detached single family dwelling. Although there are similar parcels in the vicinity, the demand appears to be for the proposed use, detached single-family houses. The City Comprehensive Plan recognizes a deficit for R-2 Zoning and this application would help ameliorate that deficit.

Conclusion: Based on the above Findings the application complies with this criterion.

B. City of Umatilla Zoning Ordinance Section 10-11-10(D) Traffic Impact Analysis

1. Traffic impact analysis was prepared by an Oregon registered professional engineer qualified to perform traffic engineering analysis;

Findings: The Traffic Impact Analysis (TIA) submitted was prepared by JUB Engineers, Inc. and stamped by Shae Tally, who is an Oregon registered professional engineer qualified to perform traffic engineering analysis.

Conclusion: The TIA was prepared by an Oregon registered professional engineer. This criterion is met.

2. If the proposed action shall cause a significant effect pursuant to the transportation planning rule, or other traffic hazard or negative impact to a transportation facility, the traffic impact analysis shall include mitigation measures that meet the city's level of service and/or volume/capacity standards and are satisfactory to the city engineer, and ODOT when applicable; and

Findings: The proposed re-zone would down zone the subject property from R-3 to R-2. R-2 zoning allows for one dwelling per 3,500 square feet and R-3 zoning allows for one dwelling per 2,000 square feet. This would result in a lower maximum residential density. As addressed in letter submitted by JUB the anticipated result of the requested re-zone is that fewer potential trips would be generated by the parcel under any development scenario, thus a lesser traffic impact than the current zoning would be expected.

Conclusion: The proposed re-zone is expected to result in lesser traffic impacts than the current zoning would allow. Therefore, the proposed re-zone would not cause a significant effect or negatively impact the exiting transportation facilities. This criterion is met.

3. The proposed site design and traffic and circulation design and facilities, for all transportation modes, including any mitigation measures, are designed to:

- a. Have the least negative impact on all applicable transportation facilities;*
- b. Accommodate and encourage nonmotor vehicular modes of transportation to the extent practicable;*
- c. Make the most efficient use of land and public facilities as practicable;*
- d. Provide the most direct, safe and convenient routes practicable between on site destinations, and between on site and off site destinations; and*
- e. Otherwise comply with applicable requirements of this code.*

Findings: This request is for a re-zone and no development is proposed as part of this application. It is anticipated that the property would be developed with a single family dwelling and partitioned in the future. Those subsequent actions will be subject to review by the City and must comply with the applicable elements of the City Zoning and Land Division Ordinance.

Conclusion: While subsequent development is anticipated on the subject parcel no development is proposed as part of this request. The proposed rezone will result in lesser traffic impacts on the transportation facilities. A subsequent request for development would require the applicant to improve the property to City standards for roads, sidewalks and public facilities as applicable. This criterion is met.

III. SUMMARY CONCLUSIONS AND STAFF RECOMMENDATION

This request by the applicants, Philip and Theresa Sepulveda, to re-zone the subject property from Multi-Family Residential (R-3) to Medium Density Residential (R-2) appears to meet all of the applicable criteria. Changing the zone designation will be consistent with the goals, objectives and policies of the City's Comprehensive Plan.

Therefore, based on the information in Sections I and II of this report, and the above review criteria, findings of fact and conclusions contained in Section II, Planning Commission recommends **APPROVAL** of this request, ZC-1-2017, to the Umatilla City Council, to amend the zoning map of the Umatilla City from R-3 Multi-Family Residential to R-2 Medium Density Residential on property identified as tax lot 700 of Assessor's Map 5N 28 14BB.

IV. EXHIBITS (Attached and included as part of this report).

Exhibit "A" Vicinity Map
Exhibit "B" JUB Engineers Traffic Letter

PROPERTY OWNERS WITHIN 100'
NOTICE AREA
FROM SUBJECT PARCEL

MAP	TAX LOT	OWNER
5N2814BB	100	WOOD WILLIAM R
5N2814BB	200	UMATILLA LAND INVESTMENT'S LLC
5N2814BB	300	EPSTEIN COUNTRY CLUB MANOR LLC
5N2814BB	500	UMATILLA CITY OF TRI HARBOR
5N2814BB	600	LANDING APTS L.MTD
		PARTNERSHIP
5N2814BB	700	SEPULVEDA PHILIP BENJAMIN & THERESA LEE
5N2814BB	800	UMATILLA LINKS ASSOC LEGACY SENIOR LIVIN
5N2814BC	700	MUNIZ ELVA L
5N2814BC	11700	CIMMIYOTTI BRIAN M & NICOLE
5N2814BC	11800	NOBLES CLYDE C & BETTY L
5N2814BC	11900	LEMUS ESTIELA & ISABEL
5N2814BC	12000	ORTIZ ELIEL A
5N2814BC	12100	MENDOZA GUILLERMO & MARIA R



MAP DISCLAIMER: No warranty is made by Umatilla County as to the accuracy, reliability or completeness of this data. Map data should be used for reference purposes only. Not survey grade or for legal use. Created by Brandon Scitz, on 9/12/2017.



ZONE CHANGE APPLICATION
PHILIP & THERESA SEPULVEDA, OWNERS
MAP #5N2814BB, TAX LOT #700

Legend
 Subject Parcel
 Roads
 Map Boundary
 Tax Lots

Exhibit A



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE LANGDON GROUP



GATEWAY MAPPING INC.

Exhibit B

November 15, 2017

City of Umatilla Planning Department
Brandon Seitz, City Planner
PO Box 130
700 Sixth Street
Umatilla, OR 97882

**RE: ZONE CHANGE ZC-1-2017, and
ZONE CHANGE ZC-2-2017**

Dear Brandon:

At your request, J-U-B ENGINEERS, INC. has prepared this traffic letter to supplement City staff findings of fact for two Rezone requests that are very similar in nature. Both requests involve down zoning from R3 to R2. We understand that an application for rezone typically does not consider a specific site plan application, however the requests come with the intent to develop as single family detached residences. Thus, to provide a comparison of the existing and proposed zoning, this letter will document the potential changes in All-day and PM peak hour trip generation under three scenarios for each request, including:

- 1) Highest and best use, maximum trips under current R3 zoning. This zoning designation allows for one dwelling per 2,000 square feet.
- 2) Highest and best use, maximum trips under requested R2 zoning. This zoning designation allows for one dwelling per 3,500 square feet.
- 3) Maximum trips if developed as single family residential (under either zoning, although our understanding of the zoning uses permitted is that R3 allows for attached single family only, whereas R2 also allows for single family detached).

The table below summarizes pertinent information for each scenario for both of the rezone requests. As shown in the table, potential maximum daily trip generation for the two requests will go down by approximately 45%, from 259 to 146 trips for ZC-1-2017, and from 745 to 426 for ZC-2-2017. Interestingly, the total trip generation is very similar if developed as maximum apartments verses maximum single family dwellings, because although there are fewer dwelling units as single family the trip generation rate is higher. Clearly the number of trips could go down even more if larger than minimum sized lots are created.

Trip Generation Comparisons

	ZC-1-2017			ZC-2-2017		
Parcel	5N2814-BB#00700			5N2814-BB#00100		
Parcel Size	1.82 acres			5.15 acres		
Total Square Feet	79,279			224,334		
Zoning	R3	R2	Single Family	R3	R2	Single Family
Maximum number of lots	39	22	15	112	64	44
Trip Generation All-day (1)	259	146	143	745	426	419
Trip Generation PM peak Hour (2)	24	14	15	69	40	44

Source: Institute of Transportation Engineers *Trip Generation Manual* (9th Edition)

(1) Land Use 220 Apartments average All-day trip generation rate = 6.65 trips per unit.

Land Use 210 Single Family Residential average All-day Trip generation rate = 9.52 per unit.

(2) Land Use 220 Apartments average PM peak hour trip generation rate = 0.62 trips per unit.

Land Use 210 Single Family Residential average PM peak hour trip generation rate = 1.00 trips per unit.

One anticipated result of the requested rezones is that fewer potential trips would be generated by the parcels under any developed scenario, thus a lesser traffic impact than the current zoning would be expected.

If you need any further information please contact us.

Sincerely,
J-U-B ENGINEERS, Inc.



Spencer Montgomery
Transportation Planner



Shae Talley, PE
Project Manager



11/15/2017
EXPIRES: 06/30/2018

ORDINANCE NO. 820

AN ORDINANCE AMENDING THE CITY OF UMATILLA ZONING MAP BY REZONING 1.82 ACRES FROM MULTI-FAMILY RESIDNETIAL (R-3) TO MEDIUM DENSITY RESIDENTIAL (R-2)

WHEREAS, Philip and Theresa Sepulveda made an application for a zone change to change the zoning from the City of Umatilla's Multi-Family Residential (R-3) to the City of Umatilla's Medium Density Residential (R-2) on 1.82-acres of property (hereafter referred to as Property); and

WHEREAS, the City of Umatilla Planning Commission duly considered the goals and policies of the Comprehensive Plan and requirements of the Zoning Ordinance as those applied to the application during a public hearing held on November 28, 2017 and subsequently recommended approval of the request to the City Council; and

WHEREAS, the Umatilla City Council conducted a public hearing on January 2, 2018 to consider the Planning Commission's recommendation for application ZC-1-2017 and adopted the Planning Commission's findings and conclusions as its own in approving the application, as contained in the *Umatilla City Council Report and Decision for Zone Change ZC-1-2017*.

NOW THEREFORE, THE CITY OF UMATILLA DOES ORDAIN AS FOLLOWS:

Section 1. Findings. The Umatilla City Council does hereby adopt the findings and conclusions recommended by the City Planning Commission as its own in support of this ordinance amendment to the Umatilla Comprehensive Plan and Zoning Map, as contained in the *Umatilla City Council Report and Decision for Plan Amendment, PA-1-2017*.

Section 2. Zoning Map Amendment. The Zoning Map designation for the 1.82-acre Property, as shown in Exhibit A attached to this Ordinance, is amended to reflect the City of Umatilla's Medium Density Residential (R-2) Zone.

Section 3. Setting the final boundary. The final boundary of the property for which zoning designations are approved for change herein are commonly referred to Tax Lot 700 on Assessor's Map 5N2814BB and legally described as follows:

A parcel of land located in Section 14 and 15, Township 5 North, Range 28 East of the Willamette Meridian, in the City of Umatilla, County of Umatilla and State of Oregon, more particularly described as follows:

COMMENCING at Northwest corner of Section 14, said township and range; thence South 24°43'20" West 1008.27 feet; thence South 09°37'40" East 555 feet; thence North 80°22'20" East 60 feet to a point which lies 30 feet Easterly from when measured at right angles to the centerline of Umatilla Avenue, said point being the TURE POINT OF BEGINNING; thence continuing North 80°22'20" East 790 feet along the North boundary of McNARY TOWNSITE DIVISION NO. 1; thence North 09°37'40" West 275 feet; thence South 80°22'20" West 790 feet; thence South 09°37'40" East 275 feet along a line which is parallel with and 30 feet from the centerline of said Umatilla Avenue to the TRUE POINT OF BEGINNING.

EXCEPTING THEREFROM a parcel of land located in Section 14 and 15, Township 5 North, Range 28 East of the Willamette Meridian, in the City of Umatilla, County of Umatilla and State of Oregon, more particularly described as follows:

COMMENCING at Northeast corner of Section 15, said township and range; thence South 10°47'17" West 1545.09 feet to a found iron pin at the intersection of Umatilla Street and Klickitat Street in City of Umatilla; thence North 09°37'40" West 305.08 feet along the centerline of

Umatilla Street to the centerline of Columbia Street; thence North 80°22'20" East 30 feet to the TRUE POINT OF BEGINNING; thence North 80°22'20" East 500 feet; thence South 09°37'40" East 275.08 feet to the Northerly right of way line of Klickitat Street; thence South 80°22'20" West 500 feet along the Northerly right of way line of Klickitat Street to the Easterly right of way line of Umatilla Street; thence North 09°37'40" West 275.08 feet along the Easterly right of way line of Umatilla Street 275.08 feet to the TRUE POINT OF BEGINNING.

ALSO EXCEPTING THEREFROM any and all water rights of way and roads;

ADOPTED by the City Council this _____ day of _____, 2017.

Council members voting yes: _____

Council members voting no: _____

Absent Council members: _____

Abstaining Council members: _____

And **SIGNED** by the Mayor this _____ day of _____, 2017.

Daren Dufloth, Mayor

ATTEST:

Nanci Sandoval, City Recorder

**CITY OF UMATILLA PLANNING COMMISSION
REPORT AND RECOMMENDATION
FOR
ZONE CHANGE ZC-2-2017 &
SUBDIVISION TENTATIVE PLAT REVIEW SUB-2-2017**

STAFF REPORT DATE: December 20, 2017

REPORT PREPARED BY: Tamra Mabbott, Community Development Director
Brandon Seitz, City Planner

I. GENERAL INFORMATION AND FACTS

Applicant: Knutzen Engineering
5453 Ridgeline Drive Suite 120
Kennewick, WA 99338

Property Owner: Richard W. Wood
PO Box 3500
Sisters, OR 97750-3500

Land Use Request: Zoning map amendment to re-zone property from R-3 Multi-Family Residential to R-2 Medium Density Residential. Request also includes an application for a Subdivision.

Property Description: Township 5N, Range 28E, Section 14BB
Tax lot 100.

Location: Subject property is located in the McNary area, specifically at the northeast intersection of Columbia and Deschutes Streets. The northern boundary of the parcel abuts the golf course.

Existing Development: Vacant.

Proposed Development: Single Family Residential.

Current Zone: Multi-Family Residential (R-3)
Density is one dwelling per 2,000 square feet.

Proposed Zone: Medium Density Residential (R-2)
Density is one dwelling per 3,500 square feet.

Applicable Overlay Zone(s): None.

Adjacent Land Use(s):

West: Vacant parcel; Country Club Apartments
North: Big River Golf Course
East: Big River Golf Course
South: The Links Senior Apartments

II. NATURE OF REQUEST AND APPLICABLE COMPREHENSIVE PLAN AND ZONING ORDINANCE PROVISIONS

The applicant and owner request a ZoneMap Amendment in order to create a subdivision for single family dwellings. Specifically, the request is to re-zone the lot from Multi-Family Residential (R-3) to Medium Density Residential (R-2). The owner, Richard Wood, is a developer from Central Oregon who has made some investments in residential development in west Umatilla County. The plan is to create a 20 lot subdivision with covenants and then sell the lots to a builder(s). The subdivision request is contingent upon approval of the re-zone request.

This request must comply with the applicable standards of the amendments to the zoning text or map (Section 10-11-9), R-2 Medium Density Residential (Section 10-3B) and the applicable standards and criteria contained in the Land Division Ordinance as outlined in Section III of this report. Generally, unless otherwise noted, if a request is found to be consistent with the Zoning and Land Division Ordinances it is considered to be consistent with the Comprehensive Plan.

III. ANALYSIS

A. City of Umatilla Zoning Ordinance Approval Criteria

The following standards must be addressed to demonstrate that the standards are met, can be met through appropriate conditions of approval or be found not to apply.

1. *The proposed designation is consistent with and supports the purposes of the portions of the City's Comprehensive Plan not proposed for amendment, or circumstances have changed to justify a change in the Comprehensive Plan.*

Findings: The request is for a Zone Map Amendment and does not propose a change to the Comprehensive Plan. The Comprehensive Plan designation is residential and will remain residential.

Conclusion: The proposed zoning designation is consistent with the City's Comprehensive Plan. The application complies with this criterion.

2. *The proposed change will not affect the land supply for the existing zoning designation as related to projected need for the particular use.*

Findings: Table 14.5-1 in the City Comprehensive Plan shows a mix of existing acreage zoned residential. At the time the table was assembled, circa 1998, there was a net 7.3 acres needed of

R-2 zoned lands. Table 14.5-1 shows a surplus of residential zoned lands, approximately 1,100 acres. However, a net deficiency, 7.3 acres at the time, of lands zone R-2. The April 20, 2017 Umatilla County “Residential Lands and Preliminary Housing Analysis” showed city of Umatilla had 265 vacant residential parcels.

In the July 2017 Bonney property re-zone application, city found that of the 1,100 acres of land zoned residential a reduction of 170 acres would not negatively impact the needed supply of developable residential properties.

Conclusion: Based on the data in the Comprehensive Plan, more recent analysis from Umatilla County and the recent findings adopted as part of the Bonney Zone change, the proposed zone change would enhance the recognized need for R-2 zoned lands in the city inventory. The application complies with this criterion.

- 3. The proposed designation will not negatively impact existing or planned public facilities and services. In particular, pursuant to the Oregon transportation planning rule, proposed text and map amendments shall determine whether the proposed change will significantly affect a collector or arterial transportation facility and must comply with the requirements of Oregon administrative rule (OAR) 660-012-0060 as applicable. In the I-82/U.S. 730 interchange area management plan (IAMP) management area, proposed access shall be consistent with the access management plan in section 7 of the IAMP.*

Findings: The proposed re-zone would reduce the net demand on public facilities, given that the proposed density would result in a lower density of housing. The City Water System Master Plan was adopted in 2008. The City Wastewater System Study was adopted in 1997. The documents show adequate capacity for water and wastewater. According to Public Works Department, the site has an existing sewer line that crosses the property and a water line runs along the southern boundary of the property.

Conclusion: The proposed R-2 zone designation will not negatively impact existing or planned facilities or services. The Traffic Impact Analysis standards are addressed below and found to be met. This application complies with this criterion.

- 4. The site is suitable for the proposed use, considering the topography, adjacent streets, access, size of the site, availability of public facilities, and any other pertinent physical features.*

Findings: The applicant and owner are proposing to create a subdivision for detached single family homes. The subject property is flat which presents limited or no development constraints. Public facilities, including sewer and water are available and adequate to accommodate the use.

Conclusion: The subject property is currently zoned and suitable for residential development. The proposed zoned change would not affect the suitability for the property for residential development. The application complies with this criterion.

5. *Other sites in the City or the vicinity are unsuitable for the proposed use. In other words, ownership and desire to develop a particular use in themselves provide insufficient rationale for changing a zoning designation that does not support the interests of the City as a whole.*

Findings: The owner has researched the housing market in west Umatilla County and within the City of Umatilla and has identified a demand for single family housing. There are similar parcels in the vicinity, vacant and in close proximity to sewer and water. However, the market demand appears to be for the proposed use, single family detached houses. Importantly, the City Comprehensive Plan recognizes a deficit for R-2 Zoning and this application would help ameliorate that deficit.

Conclusion: Based on the above Findings the application complies with this criterion.

B. City of Umatilla Zoning Ordinance Section 10-11-10(D) Traffic Impact Analysis

1. *Traffic impact analysis was prepared by an Oregon registered professional engineer qualified to perform traffic engineering analysis;*

Findings: The Traffic Impact Analysis (TIA) submitted was prepared by JUB Engineers, Inc. and stamped by Shae Tally, who is an Oregon registered professional engineer qualified to perform traffic engineering analysis.

Conclusion: The TIA was prepared by an Oregon registered professional engineer. This criterion is met.

2. *If the proposed action shall cause a significant effect pursuant to the transportation planning rule, or other traffic hazard or negative impact to a transportation facility, the traffic impact analysis shall include mitigation measures that meet the city's level of service and/or volume/capacity standards and are satisfactory to the city engineer, and ODOT when applicable; and*

Findings: The proposed re-zone would down zone the subject property from R-3 to R-2. R-2 zoning allows for one dwelling per 3,500 square feet and R-3 zoning allows for one dwelling per 2,000 square feet. This would result in a lower maximum residential density. As addressed in letter submitted by JUB the anticipated result of the requested re-zone is that fewer potential trips would be generated by the parcel under any development scenario, thus a lesser traffic impact than the current zoning would be expected.

Conclusion: The proposed re-zone is expected to result in lesser traffic impacts than the current zoning would allow. Therefore, the proposed re-zoned would not cause a significant effect or negatively impact the exiting transportation facilities. This criterion is met.

3. *The proposed site design and traffic and circulation design and facilities, for all transportation modes, including any mitigation measures, are designed to:*

- a. *Have the least negative impact on all applicable transportation facilities;*

- b. Accommodate and encourage nonmotor vehicular modes of transportation to the extent practicable;
- c. Make the most efficient use of land and public facilities as practicable;
- d. Provide the most direct, safe and convenient routes practicable between on site destinations, and between on site and off site destinations; and
- e. Otherwise comply with applicable requirements of this code.

Findings: This request is for a Zone Map Amendment and Tentative Subdivision Plat approval. It is anticipated that the property would be developed with a single family dwellings contingent upon approval the re-zone and subdivision. The site design, traffic circulation design, multimodal transportation and access routes are addressed in detail below under the criteria of the Land Division Ordinance.

Conclusion: The proposed re-zone and subdivision will result in lesser traffic impacts on the transportation facilities. The Land Division Ordinance establishes the City’s standards for nonmotor modes of transportation, use of public facilities and access between on site and off site destinations. Those standards are address in detail below and are found to be met or be capable of being met though conditions of approval. This criterion is met.

C. City of Umatilla Zoning Ordinance Section 10-3B-4 Medium Density Residential Development Standards

- 1. *Medium Density Residential (R-2) Zone, Section 10-3B-4 Development Standards specifies a minimum lot area of 5,000 square feet; a minimum lot width of 50 feet; and a minimum lot depth of 90 feet for new lot or parcels.*

Findings: The applicant’s tentative subdivision plat shows 20 lots in the R-2 Zone ranging from 6,407 square feet to 14,567 square feet in size. Lots on the plat range from 50 feet to 180 feet in width and from 140 feet to 198 feet in depth.

Conclusion: Each of the proposed lots meet or exceed the required minimum lot size, lot width and lot depth as show on the applicants’ preliminary plat. This criterion is met.

B. City of Umatilla Land Division Ordinance Approval Criteria and Standards

1. SECTION 11-2-6 LAND DIVISION APPROVAL CRITERIA

- a. *The proposal shall comply with the City's Comprehensive Plan.*

Findings: The City of Umatilla’s Zoning, Land Division and Flood Control Ordinances implement the policies of the City of Umatilla Comprehensive Plan as those relate to this request. According to the FEMA map of the area, the subject property is not located in a flood zone. The National Wetlands Inventory (NWI) map of the area does not identify any wetlands on the site. If the request is found to be consistent with all of the provisions of the applicable implementing ordinances, the proposed tentative subdivision plat will be considered to be consistent with the Comprehensive Plan, unless otherwise noted. Staff’s review of the goals, objectives and policies of the City of Umatilla Comprehensive Plan did not identify any plan policies, objectives or goals

that are not covered by the provisions of the implementing ordinances, except as noted below.

Conclusion: To comply with the City’s Comprehensive Plan, this request must be found to meet all of the applicable standards and criteria in the City of Umatilla’s Zoning and Land Division Ordinances as outlined in this report and other applicable local, state or federal laws and regulations or be capable of meeting through appropriate conditions of approval. The subject property is not located in a flood zone nor are there any wetlands on the site so the Flood Control Ordinance does not apply. Some standards or criteria may be found to not apply to the request. Compliance with this criterion will be met if all other standards and criteria outlined in this report are found to be met. This criterion is met.

b. The proposal shall comply with the I-82/U.S. 730 interchange area management plan (IAMP) and the access management plan in the IAMP, as applicable.

Findings: The interchange management area extends along U.S. Highway 730 from the intersection with U.S. Highway 395 west to Eisele Drive just west of the U.S. Post Office within city limits. The subject property is not within the IAMP area.

Conclusion: The subject property is not located within the I-82/U.S. 730 interchange management area. This criterion is not applicable.

c. The proposal shall comply with the City's zoning requirements.

Findings: The requirements of the City’s Zoning Ordinance, and the R-2 Medium Density Residential as they relate to a land division request, are outlined under Section III(C) of this report.

Conclusion: The City’s zoning requirements applicable to this request were addressed under Section III(C) of this report and are found to be met. This criterion is met.

d. The proposal shall comply with the City's Public Works Standards.

Findings: The City’s public works standards are engineering design and safety standards for construction of streets, sidewalks, curbs, water and sewer lines and other utilities and for installation of such improvements. The applicant did not submit engineered construction plans for these facilities. Section 11-5-4 of the Land Division Ordinance provides the applicant/developer with the option of submitting engineered construction plans after tentative plat approval has been obtained. Engineered plans for all public facilities serving the proposed development will be reviewed by the Public Works Director for compliance with the City’s public works standards. The applicant/developer is required to install these facilities in compliance with the approved plans. The applicant/developer is further required to submit a final set of “as-built” plans to the City upon completion of the improvements.

Conclusion: This requirement can be met with a condition of approval that the applicant/developer obtain approval of engineered construction plans for all public works and utility facilities prior to starting construction, and to submit final ‘as-built’ drawings after

construction is completed, including all necessary inspections prior to the applicant/developer receiving final plat approval. Satisfaction of this criterion is pending.

- e. *The proposal shall comply with applicable State and Federal regulations, including, but not limited to, Oregon Revised Statutes 92, 197, 227, and wetland regulations.*

Findings: There are no wetlands on the subject property. The City's Zoning and Land Division Ordinances implement the applicable provisions of ORS chapter 197 and 227. The City's Land Division Ordinance implements, in part, the applicable provisions of ORS chapter 92. Other applicable provisions of ORS chapter 92 are reviewed and approved through other departments or agencies from which final plat approval must be obtained. Except as implemented through the City's ordinances, applicable state and federal regulations will be required to be met as a condition of approval through those agencies' review processes prior to final plat approval from the City.

Conclusion: If found to be in compliance with all other provisions outlined in this report, the proposal will comply with applicable state and federal regulations, as implemented through the City's ordinances. The applicant/developer will be required as a condition of approval to comply with all other state and federal requirements as administered by those departments or agencies in order to obtain final plat approval. This criterion is met.

- f. *The proposal shall conserve inventoried natural resource areas and flood plains, including, but not limited to, mapped rivers, creeks, sloughs, and wetlands.*

Findings: According to the City's Comprehensive Plan, the subject property does not contain inventoried natural resource areas, wetlands or other water bodies, and is not located in a flood plain.

Conclusion: There are no inventoried natural resource or flood plain areas on the subject property. This criterion is not applicable.

- g. *The proposal shall minimize disruption of natural features of the site, including steep slopes or other features, while providing for safe and efficient vehicle, pedestrian, and bicycle access.*

Findings: The subject property is flat to gently sloping with no distinct or significant natural features. The applicant/developer is proposing a 20-lot residential development that will require disturbance of the site for construction of streets, sidewalks and utilities, and for dwellings on each of the residential lots. The proposed streets are considered local streets which do not require separate bicycle lanes. Streets and sidewalks will be reviewed for compliance with the City's public works standards which are intended to provide for and protect the public health, safety and welfare.

Conclusion: There are no significant natural features on the site. Therefore, no disruption of natural features will occur as a result of providing access to the subdivision, or with development on any of the individual lots. Vehicle and pedestrian access will be provided as part of the

proposed subdivision. This criterion is met.

- h. The proposal shall provide adjacent lands with access to public facilities and streets to allow its full development as allowed by the City's codes and requirements.*

Findings: The subject property is bordered entirely along its west and north property lines by the Big River golf course. Adjacent properties to the South have been developed and have direct access onto Klickitat and Deschutes Streets. The applicant has provided a 60 foot right of way along the western property line for the extension of Deschutes Street.

Conclusion: Adjacent lands are currently served by existing public facilities and streets. The proposed subdivision allows for the future extension of Deschutes Street within the subject property. The proposed subdivision will maintain easements over the City's existing facilities already located on the property. This criterion is met.

- i. The proposal shall be designed with streets that continue or connect to existing and planned land division plats on adjoining properties. All proposed streets shall comply with standards of this Title and the Public Works Standards.*

Findings: As mentioned above, the subject property borders the golf course to the north and east. A 60 foot right of way will be maintained along the western property line that provides for the extension/continuation of Deschutes Street should subsequent development require Deschutes Street to be extended. The subdivision creates a new cul-de-sac that will serve the proposed lots. Due to the location of the subject property a cul-de-sac is appropriate to serve the subject property. The proposed cul-de-sac begins at Deschutes Street and extends east. There are no planned or existing streets or land division on the golf course to the east. In addition, if the golf course were to redevelop the Deschutes Street right of way is extended to the golf course property line and the City has existing right of way, Cowlitz Avenue, along the golf course to the South.

Conclusion: There are no existing or planned streets to the north or east. To the extent practical right of way is maintained for the extension of Deschutes Street. The proposed new street will be reviewed for compliance with the standards of this title and the public works standards. Those standards are found to be met. This criterion is met.

2. SECTION 11-4-2: STREETS

The location, width, and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public utilities, services, convenience, and safety, and to the proposed use of the land to be served by the streets.

- a. Street Arrangement:** *The arrangement of streets in and serving land divisions shall:*
 - i)** *Maximize public safety, access, and minimize out of direction travel by utilizing a grid system or comparable design.*
 - ii)** *Avoid cul-de-sacs, except where there is no other practical alternative to serve a portion of the land area to be divided, due to topographical conditions, existing development, or similar circumstances.*

- iii) *Provide for the continuation of existing streets in surrounding areas.*
- iv) *Conform to any future street plan, neighborhood plan, or other street plan adopted by the City.*

Findings: A new street would be created to serve the proposed subdivision. The arrangement of the new street will be a cul-de-sac with access from Deschutes Street. The location of the property does not allow for the continuation of the new street as the property abuts the golf course to the east. The subdivision maintains a 60 foot right of way for the continuation of Deschutes Street within the subject property.

Conclusion: Due to the location of the subject property it is impractical for the new street to be extended to the east. While cul-de-sacs are not preferred due to the existing development a cul-de-sac meets the exception as existing development makes extension of the new street impractical. This criterion is met.

b. Street Layout and Design:

- i) *All streets, alleys, bicycle, and pedestrian pathways shall connect to other streets within the land division and to existing and planned streets outside the land division. Streets shall terminate at other streets or at parks, schools, or other public uses within a neighborhood.*

Findings: As addressed above the proposed new street will be a cul-de-sac due to the location of the subject property. Right of way for the future extension of Deschutes street will be maintained should redevelopment occur.

Conclusion: To the extent practical existing streets and pedestrian pathways will connect to adjacent lands. Due to the location of the subject property a cul-de-sac is allowed. This criterion is met.

- ii) *Local streets shall align and connect with other streets when crossing streets with higher level classifications.*

Findings: The proposed new street will connect to Deschutes Street. However, due the development around the subject property the new street would not cross Deschutes street.

Conclusion: The proposed new street would connect to Deschutes Street. There is not a street across Deschutes to align or connect to. This criterion is not applicable.

- iii) *Cul-de-sacs and flag lots shall only be permitted when the following conditions are demonstrated:*
 - A) *Existing conditions, such as topographic features, water features, an irrigation canal, a railroad, a freeway, or other condition, that cannot be bridged or crossed prevents the extension of a street.*
 - B) *The existing development pattern on adjacent properties prevents a street connection.*
 - C) *An access way is provided consistent with the standards for access ways. (Ord. 673, 6-16-1998)*

D) *A minor street is not a suitable alternative to multiple flag lots (more than 2 adjacent flags) due to size of the site, topographic features, or other physical constraint.*

Findings: The subject property is bordered on the north and east by the existing golf course. The existing development make it impractical for the extension of the new street. No flag lot are proposed.

Conclusion: As addressed above due to the existing golf course extension of the new street is impractical. Therefore, as allowed by this standard a cul-de-sac may be permitted. This criterion is met.

iv) *Cul-de-sacs shall not exceed four hundred feet (400') in length.*

Findings: The cul-de-sac measured from the right of way of Deschutes Street to the beginning of the cul-de-sac is 367 feet.

Conclusion: The proposed cul-de-sac would be 367 feet. This criterion is met.

v) *Where a land division includes or is adjacent to land that can be divided and developed in the future, streets, bicycle paths, and pedestrian ways shall continue through the full length of the land division to provide connections for the adjacent land.*

Findings: As addressed above due to the location of the subject property and the existing development it is not practical to require the continuation of the new street to the property line. A 60 foot right of way is maintained along the western property line and connects to adjacent lands. Should redevelopment occur Deschutes Street could be extended to the north.

Conclusion: The property abuts a 102.77 acres parcel that could be divided and developed in the future. However, as addressed above due to the nature of the existing development extending the right of way of the new street to the property line is impractical. If the golf course were to be redeveloped the City has existing right of way that could be extended at Deschutes Street and Cowlitz Avenue abuts the golf course to the south. This criterion is met.

vi) *Where proposed lots or parcels in a proposed land division exceed double the minimum lot size and can be re-divided, the location of lot and parcel lines and other layout details shall be such that future land divisions may readily occur without interfering with the orderly extension of adjacent streets, bicycle paths, or pedestrian ways. Any building restrictions within future transportation locations, such as future street rights of way or future street setbacks, shall be made a matter of record for the purpose of future land divisions.*

Findings: Four of the lots at the end of the cul-de-sac exceed double the minimum lot size and are large enough to be re-divided. However, due to the location of the lots at the end of the cul-de-sac the proposed lots could not be further subdivided as there is not adequate street frontage to satisfy the City's standards.

Conclusion: Although some of the lots are large enough in size they could not be re-divided as they could not meet the City's street frontage standards. Therefore, the subject lots could not be re-divided. This criterion is not applicable.

vii) Where there is a reasonable relationship between the impacts of the proposed development and the public need for access ways, such as direct connections to public schools or parks, the land divider shall be required to publicly dedicate access ways to:

- A) Connect to cul-de-sacs;*
- B) Pass through oddly shaped or unusually long blocks; or*
- C) Provide for networks of public pedestrian and bicycle paths; or*
- D) Provide access to other transportation routes, businesses, residential, or public uses.*

Findings: The subject property is not located near public lands that would require access.

Conclusion: The subject property is not located near existing schools, parks or other development that that would require dedication of an access way. This criterion is not applicable.

- viii) New construction or reconstruction of collector and arterial streets shall include bicycle facilities and pedestrian sidewalks as required by applicable city plans.*
- ix) Sidewalks shall be installed along the street frontage of arterial and collector streets and for any street within a multi-family, commercial, or industrial land division by the land divider. Sidewalks on local streets within a subdivision for single family residential lots shall be provided with the construction of a structure on the lot and shall be completed prior to occupancy of the structure.*
- x) An easement may be required to provide for all or part of sidewalks along one or both sides of a public right-of-way which lacks width to include sidewalks within the public right-of-way.*
- xi) When a sidewalk in good repair does not exist, all applicants for building permits for a new structure or remodeling of more than a minor nature of an existing structure shall, in conjunction with the issuance of a building permit, obtain a permit to construct a sidewalk for the full frontage of the site. No final inspection or certificate of occupancy shall be issued for the building permit until a sidewalk has been constructed in accordance with the permit requirements.*

Findings: Deschutes Street is not considered a collector or arterial street by the City's Transportation System Plan. However, the applicant proposes to improved Deschutes Street to a 26-foot paved street width to match the existing street section to the South. Sidewalks and curbing are planned for both sides of the proposed street and will connect to the sidewalks and curbing on the east side of Deschutes Street.

Conclusion: Deschutes Street is not considered a collector or arterial street by the City's Transportation System Plan. The new street would be considered a local residential street. Approval of the subdivision is contingent on approval of the re-zone application. Therefore, the property is not within a multi-family zoned designation. The proposed right of way meets the

City's standards for a local residential street and are adequate to provide sidewalks along both sides of the street. A condition of approval will be imposed on all building permits for new structures that requires construction of a sidewalk along the full frontage of the site. Satisfaction of this criterion is pending.

xii) Off-site pedestrian improvements may be required concurrent with a land division to ensure access between the land division and an existing developed facility such as a commercial center, school, park, or trail system. The approval authority must show a reasonable relationship between the impacts of the land division and the required improvement.

Findings: As addressed above no public lands or facilities exist adjacent to the proposed subdivision that would warrant dedication of off-site pedestrian improvements.

Conclusion: No public lands or facilities exist adjacent to the proposed subdivision that would warrant off-site pedestrian improvements. This criterion is met.

xiii) Structures are not allowed in any dedicated sidewalk areas which will obstruct movements on the sidewalk. The minimum widths of sidewalks shall conform to ADA standards.

Findings: The applicant/developer is not proposing any structures within any dedicated sidewalk areas. The developer's engineered construction plans will be reviewed to ensure that there will be no structures obstructing movement on sidewalks.

Conclusion: The tentative plat does not indicate any structures are proposed to be included within the area of the new sidewalks. The construction plans will be reviewed to ensure compliance with City and ADA standards.

xiv) Sidewalks generally shall be parallel to adjacent streets in line and grade, except where existing features or topographical conditions warrant an alternative design.
xv) All sidewalks shall be adjacent to the curb as specified in the public works standards, unless impractical due to special circumstances of the site or adjacent street.

Findings: This requirement conflicts with a newer provision in the Comprehensive Land Use Plan that calls for sidewalks to be setback at the edges of the right-of-way with a planter strip between the curb and sidewalk. Under Oregon law, in situations where there is a conflict between a Comprehensive Plan provision and an implementing ordinance provision, the Comprehensive Plan provision prevails. The tentative subdivision plat shows sidewalks being adjacent to the curb. The applicant was most likely not aware of this requirement.

Conclusion: The proposed sidewalks along Deschutes Street are show as adjacent to the curb and will match the existing sidewalks. The sidewalks along the new street are not consistent with the newer provision of the Comprehensive Land Use Plan. However, a condition of approval requiring the applicant to relocate the sidewalks along the proposed new street to be setback at the edge of the right or way with a planter strip between the curb and sidewalk will satisfy this criterion. Satisfaction of this criterion is pending.

- xvi) *Street trees are required along both sides of new public streets, at a minimum of thirty feet (30') on center, with at least one tree for each new lot or parcel. Street tree locations shall be shown on construction plans and shall generally be located at the edge of the right-of-way. Street trees shall be required with building permits for structures on approved lots and shall be installed prior to approval of occupancy.*

Findings: The proposed tentative subdivision plat does not identify street trees or their locations, but does include a note agreeing to provide street trees and identify their locations on the construction plans.

Conclusion: This requirement can best be met with an appropriate condition of approval needed to obtain final plat approval, especially since street trees are likely to be one of the last items established during construction. As an additional measure to ensure this requirement is met, the City will include the requirement for a street tree as a condition of approval for a building permit issued for single family dwellings on each residential lot.

c. *Right-Of-Way and Roadway Widths*

Generally, right-of-way and roadway widths for state highways and county roads shall be determined by these entities. Unless otherwise determined by the City Administrator based on the recommendation of the city engineer and public works director, the widths of streets and roadways shall meet the following standards and, in addition, all street construction shall conform to the public works standards:

- i) *The City Administrator may modify the width of a planter strip to accommodate drainage and public utilities.*
- ii) *Curbside sidewalks shall be required.*
- iii) *Bike lanes and shoulder bikeways along arterial and collector streets shall be six feet (6') wide and shall be provided for each direction of travel allowed on the street.*
- iv) *Sidewalk and bicycle path lighting shall be provided in conjunction with new road construction and new development.*
- v) *Wheelchair ramps and other facilities shall be provided as required by the Americans with Disabilities Act (ADA).*
- vi) *Bikeways shall be designed and constructed consistent with the design standards in the Oregon bicycle plan, 1992, and ASSHTO's "Guide for the Development of Bicycle Facilities, 1991".*

Findings: Under this requirement, the typical local residential street is expected to have a 60 foot right of way with 36 feet of pavement. The developer is proposed to establish a 60 foot right of way with 36 feet of pavement and a 5 foot attached sidewalk on both sides of the pavement. A 10 foot utility easement will be established on either side of the outer most edge of the right of way. Deschutes Street is currently a 26 foot paved road, the developer is proposing to match the existing pavement width to the south. The applicant has indicated that the final construction plans will meet the City street light requirements. Wheel chare ramps will be installed where required.

Conclusion: The new street complies with the 60-foot right-of-way width standard. As addressed above a condition of approval will require the applicant to modify the sidewalk location along the new street to meet the City's new standard. The applicant will also be required to show on the construction plans the location of street lights and wheelchair ramps consistent with ADA and City standards.

d. Reserve Strips

Public reserve strips or street plugs controlling access to streets may be approved where necessary for the protection of the public welfare or of substantial property rights.

Findings: The use of public reserve strips or street plugs is not proposed nor has the City identified the need for such access control measures.

Conclusion: No reserve strips or street plugs are proposed. This criterion is not applicable.

e. Alignment

Streets other than minor streets shall be in alignment with existing streets by continuations of the centerlines. Staggered street alignment resulting in "T" intersections shall be avoided and in no case shall the distance between centerlines of offset streets be less than two hundred feet (200').

Findings: The layout and existing development on adjoining properties make connection with existing streets impractical for the proposed new streets. The proposal continues Deschutes Street along the western property lines.

Conclusion: As addressed above it is impractical to align the new street with other streets. Deschutes Street is proposed to match the existing street right of way and pavement width. This criterion is met

f. Future Extension of Streets

Streets shall be extended to the boundary of the land division. A temporary turnaround may be required for emergency vehicle access if a dead end street results.

Findings: Do to the development on adjacent properties, no future extension of the proposed street is possible. The cul-de-sac provides for adequate area for emergency vehicles to turnaround.

Conclusion: Due to the layout and development of adjacent properties and streets, it is not necessary to extend the proposed new street to the boundary of the property to allow for future division or development. This criterion is met

g. Intersection Angles

Streets shall be laid out to intersect at right angles as nearly as practical. In no case shall the intersection angle be less than seventy five degrees (75°). The intersection of arterial or collector streets with other arterial or collector streets shall have at least one hundred

feet (100') of tangent adjacent to the intersection. Other streets, except alleys, shall have at least sixty feet (60') of tangent adjacent to the intersection.

Findings: The proposed street will connect to Deschutes Street at a right angle.

Conclusion: The proposed street will intersect Deschutes Street at a right angle. This criterion is met.

h. Existing Streets

When existing streets adjacent to or within a site have widths less than city standards, additional right-of-way shall be provided with the land division.

Findings: Deschutes Street is the only adjacent street and has a right of way of 60 feet.

Conclusion: Deschutes street is the only adjacent street and has a right of way of 60 feet. The proposed subdivision would continue the 60 foot right of way across the subject property. 60 feet meets the City standard for local residential streets. This criterion is met.

i. Partial Street Dedication and Improvements

Half streets shall be avoided wherever possible. A partial street dedication may be permitted when a land division abuts undeveloped property which is likely to dedicate the remainder of the street. At minimum, two-thirds (2/3) of the street dedication and improvement shall be required for any partial street to accommodate two (2) travel lanes, one parking lane, and sidewalk on one side. Reserve strips and street plugs may be required to preserve the objectives of the partial street.

Findings: The applicant is not proposing to create any half streets.

Conclusion: The applicant is not proposing to create any half streets. This criterion is not applicable.

j. Street Names

Except for extensions of existing streets, no street name shall be used which will duplicate or be confused with the name of existing streets. Street names and numbers shall conform to the established pattern in the City, applicable requirements, and shall be approved by the City.

Findings: The applicant has not proposed a street name for the new street as part of the tentative subdivision plat. The applicant/developer prefers to work with the City to determine how best to name the proposed street. The City is responsible for assigning street address numbers to each lot and ensuring that street names do not duplicate or create confusion with other existing streets.

Conclusion: The applicant is willing to defer to some extent to the City's preference for naming the street. This requirement can be met as a condition of approval after the Planning Commission has an opportunity to discuss street naming with the applicant/developer.

k. Grades and Curves

Center line radii of curves shall not be less than three hundred feet (300') on arterial streets, two hundred feet (200') on collector streets, or one hundred feet (100') on local streets. Grades shall not exceed six percent (6%) on arterials, ten percent (10%) on collector streets, or twelve percent (12%) on any other street.

Findings: There are no curves within the proposed subdivision, and the proposed new street will have grades of less than 2%.

Conclusion: The proposed street does not have curves and will have a grade of less than 2%. This criterion is met.

l. Streets Adjacent To Railroad Rights-Of-Way

Wherever the proposed land division includes or is adjacent to a railroad right-of-way, provisions may be required for a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the land between the streets and the railroad. The distance shall be determined with due consideration at cross streets of the minimum distance required for approach grades to a future grade separation and to provide sufficient depth to allow vegetative or other screening to be placed along the railroad right-of-way.

Findings: The proposed land division does not include and is not adjacent to a railroad right-of-way.

Conclusion: There are no railroad rights-of-way included or adjacent to the proposed subdivision. This criterion is not applicable.

m. Marginal Access Streets

Where a land division abuts or contains an existing or proposed arterial street, the City may require marginal access streets, reverse frontage lots with additional depth, screen planting or other screening contained in a non-access reservation along the rear or side property line, or other treatment necessary for adequate protection of residential properties and to afford separation of through and local traffic. Alleys are acceptable as a means of providing access to lots or parcels fronting State highways or County roads.

Findings: The proposed subdivision does not abut or contain an existing or proposed arterial street.

Conclusion: The proposed subdivision does not abut or contain an arterial street. This criterion is not applicable.

n. Alleys

i) *Alleys shall be provided in commercial and industrial districts, unless other permanent provisions for access to off-street parking and loading facilities are approved by the City.*

- ii) *Alleys are encouraged to serve residential development that front along State highways or County roads to minimize congestion and traffic hazards.*
- iii) *The corners of alley intersections shall have a radius of not less than two feet (2').*

Findings: The developer has not proposed to create an alley to serve the proposed subdivision. The subject property does not front along a State highway or County road.

Conclusion: No alleys are proposed to serve the subdivision. This criterion is not applicable.

3. 11-4-3: BLOCKS

The length, width, and shape of blocks shall take into account the need for adequate lot size and street width. No block shall be more than eight hundred feet (800') in length between street corner lines, unless it is adjacent to an arterial street or unless justified by the location of adjoining streets. The recommended minimum length of blocks along an arterial street is one thousand six hundred feet (1,600'). Any block over eight hundred feet (800') in length may be required to provide pedestrian connections through the block and crosswalks dedicated and improved to City standards.

Findings: The proposed subdivision would not create a new block.

Conclusion: The proposed subdivision would not create a new block. This criterion is not applicable

4. 11-4-4: EASEMENTS

a. Utility Lines

Utility lines shall generally be located within public rights-of-way unless other provisions are required to meet the specific needs of a particular utility provider. A ten foot (10') wide easement for public and private utilities shall be provided along property frontages (measured from the right-of-way line) and a six foot (6') wide easement for public and private utilities shall be provided alongside rear lot lines, except as otherwise approved by the City Administrator.

Findings: The tentative plat shows that City water and sewer facilities will be located within the rights-of-way of the proposed streets which will be publicly dedicated as part of the final plat. The applicant/developer has provided a 10-foot wide easement for other public and private utilities such as power, cable, etc., across the front of each proposed lot.

Conclusion: The location of utility lines for public services and private utilities are provided for on the tentative plat as required by this development standard. This criterion is met.

b. Watercourses

If a land division is crossed by or adjacent to a natural water body, an easement conforming to the riparian area shall be provided to protect the watercourse.

Findings: The subject property does not contain, nor is it adjacent to any natural water body.

Conclusion: The subject property does not contain, nor is it adjacent to any natural stream, lake or other water body. This criterion is not applicable.

5. 11-4-5: LOTS:

Lot and parcel size, shape, and orientation shall be consistent with the applicable zoning district and for the type of use contemplated. No lot or parcel dimension shall include the adjacent public right-of-way.

- a. Through lots with public streets on both front and rear or both sides shall be avoided except when essential to provide separation of residential development from adjacent arterial or collector streets. An easement at least five feet (5') in width shall be located adjacent to the right-of-way and there shall be no right of access to the major street. A permanent barrier may be required along the right-of-way, within the easement.*

Findings: The proposed lots do not have dual street access.

Conclusion: The proposed subdivision does not create lots with dual street frontage. This criterion is not applicable.

- b. Lot and parcel side lot lines shall be at right angles to fronting streets or radius to curved streets to the extent practical, in order to create lots and parcels with building sites which are nearly rectangular.*

Findings: The tentative subdivision plat shows that all side lot lines are at right angles to fronting streets or to the radius of the curved cul-de-sac.

Conclusion: All proposed side lot lines are at right angles or to the radius of the cul-de-sac as required by this standard. This criterion is met.

- c. Lots shall have a width to depth ratio not to exceed 2.5.*

Findings: All of the proposed lots have a width to depth ratio of less than 2.5.

Conclusion: All of the lots within the proposed subdivision have width to depth ratio of less than 2.5. This criterion is met.

- d. All lots and parcels shall have a minimum street frontage on a public street of fifty feet (50'), except that lots or parcels fronting a cul-de-sac or curved street may have a minimum street frontage of forty feet (40'), so long as the minimum lot width required by the zoning district is provided at a distance equivalent to the required front yard setback.*

Findings: The proposed tentative subdivision plat shows most of the lots have a minimum street frontage of 50 feet. The lots that do not have 50 feet of street frontage are located in the cul-de-sac and have a minimum frontage of 40 feet as allowed by this standard.

Conclusion: Most of the proposed lots meet or exceed the minimum 50 feet of street frontage except for lots fronting the cul-de-sac. The lots fronting the cul-de-sac meet the minimum street frontage of 40 feet. This criterion is met.

- e. *Flag lots shall not be acceptable for land divisions, but may be approved if the following circumstances apply:*
 - i) *For one or two (2) lot land divisions when it is not practical to create or extend a public street or partial public street due to the nature of surrounding development.*
 - ii) *When topographic conditions or other physical constraints make it impractical or infeasible to create or extend a public street.*
 - iii) *When the size and shape of the site limit the possible arrangement of new lots or parcels and prevent the creation or extension of a public street.*
 - iv) *When allowed, the flag portion of a new lot shall have a minimum width of fifteen feet (15') to accommodate a driveway a minimum of twelve feet (12') wide. Two (2) adjacent flag lots may reduce the street frontage and pole width to twelve feet (12') wide, if joint access easements are created and a driveway is provided with a minimum width of twenty feet (20').*

Findings: The applicant/developer is not proposing to create a flag lot as part of this subdivision request.

Conclusion: No flag lots are proposed as part of this request. This criterion is not applicable.

6. 11-4-6: UTILITIES

In general, all new public utility lines shall be installed underground, including, but not limited to, electrical power lines, cable television lines, natural gas lines, sanitary sewer and storm drainage lines, water lines, and any other public utility facility installations. Exceptions to this requirement may be made for reasons of practicality and feasibility, such as when the size of the electrical power line is impractical to install underground, and shall be authorized by the City only when sufficient technical justification is provided.

Findings: The proposed tentative subdivision plat shows all new utilities being provided underground, either within street rights-of-way or within 10-foot wide utility easements across the front of each residential lot.

Conclusion: All new utilities will be provided underground as generally required by this development standard. This criterion is met.

IV. SUMMARY CONCLUSIONS AND STAFF RECOMMENDATION

This request by applicant Knutzen Engineering and owner Richard Wood, to re-zone the subject property from Multi-Family Residential (R-3) to Medium Density Residential (R-2) and for tentative subdivision plat approval for a 20-lot subdivision appears to meet all of the applicable

criteria. Changing the zone designation will be consistent with the goals, objectives and policies of the City's Comprehensive Plan. Tentative approval of the subdivision is contingent upon approval of the re-zone request.

Therefore, based on the information in Sections I and II of this report, and the above review criteria, findings of fact and conclusions contained in Section III, the Planning Commission recommends **APPROVAL** of ZC-2-2017 to the Umatilla City Council, to amend the zoning map of the Umatilla City from R-3 Multi-Family Residential to R-2 Medium Density Residential on property identified as tax lot 100 of Assessor's Map 5N 28 14BB.

The Planning Commission approved the subdivision request, SUB-2-2017, contingent upon approval of the zone change request but the City Council.

V. EXHIBITS (Attached and included as part of this report).

- Exhibit "A" Vicinity Map
- Exhibit "B" Preliminary Plat for Big River Subdivision
- Exhibit "C" JUB Engineers Traffic Letter

VI. CONDITIONS OF APPROVAL

1. Final plat approval must be obtained and recorded within one year from the date of this approval, as required under Section 11-3-1(A) of the Land Division Ordinance, unless the applicant applies for and receives approval of an extension time as specified under Section 10-14-16 of the City of Umatilla Zoning Ordinance.
2. The applicant/developer shall submit a preliminary copy of the preliminary plat to the County Surveyor and GIS Department for review prior to submitting the final plat to the City.
3. The final subdivision plat must comply with the requirements of ORS chapter 92, and the requirements under Section 11-3-1 and 11-3-2 of the City of Umatilla Land Division Ordinance which the City will use as a checklist, in addition to these conditions, to review the final plat for approval.
4. The applicant/developer shall submit engineered construction plans for streets, water, sewer, street lighting and all other improvements within the street rights-of-way to the City Public Works Director for review and approval, and pay the \$500.00 review fee. No construction shall begin until the construction plans have been approved.
5. Street trees shall be provided within the planter strips as required by the Land Division Ordinance and shall be required as a condition of approval on each building permit issued for a dwelling within the subdivision. All street trees must be pre-approved by the City's Tree Board prior to planting. Planter strips shall be landscaped and curbing along planter strips shall be designed to allow storm water run-off into the planter strips.

6. Street names approved by the City shall be shown on the final plat. No street name will be approved that is confusing, offensive or duplicates or sounds too similar to existing street names within the urban growth boundary.
7. If any historic, cultural or other archaeological artifacts, are discovered during construction and installation of any required improvements, the applicant/developer shall immediately cease construction activity and notify appropriate agencies including, but not necessarily limited to the City of Umatilla and the Confederated Tribes of the Umatilla Indian Reservation (CTUIR).
8. No building permit for a dwelling will be issued until final plat approval of the subdivision has been obtained and recorded in the Umatilla County Records Office.
9. The applicant, or applicant's construction contractor, must obtain all federal, state and local permits, including right-of-way permits, prior to starting construction.
10. The applicant shall be responsible for ensuring that all areas disturbed within existing street rights-of-way by construction are returned to their pre-construction condition or better after construction or installation of required improvements.
11. The applicant shall submit a copy of the final recorded plat of the subdivision and 'as-built' drawings of all required improvements to the City of Umatilla.

BEFORE THE PLANNING COMMISSION
OF THE CITY OF UMATILLA, OREGON

IN THE MATTER OF ZC-2-2017 & SUB-2-2017)
REQUEST TO REZONE A 5.15 ACRE PARCEL OF) FINDINGS OF FACT,
LAND FROM R-3 MULTI-FAMILY RESIDENTIAL) CONCLUSIONS & DECISION
TO R-2 MEDIUM DENSITY RESIDENTIAL AND)
CREATE A 20-LOT SUBDIVISION ON TAX LOT)
100 ON ASSESSORS'S MAP 5N2814BB IN)
SECTION 14BB, TOWNSHIP 5 NORTH, RANGE 28)
EAST, WITHIN THE CITY OF UMATILLA,)
OREGON)

APPLICANT: Knutzen Engineering, 5453 Ridgeline Drive Suite 120,
Kennewick, WA 99338

The above-named applicant applied to the City of Umatilla requesting approval to rezone a 5.15 acre parcel of land from Multi-Family Residential (R-3) to Medium Density Residential (R-2). The applicant also request approval of a 20-lot subdivision. The subject property is identified as Tax Lot 100 in Section 14BB, Township 5 North, Range 28 East, W.M. within the City of Umatilla.

A public hearing was held before the Umatilla City Planning Commission on November 28, 2017 and the Umatilla City Planning Commission closed the public hearing at the November 28, 2017 meeting.

THE UMATILLA CITY PLANNING COMMISSION HEREBY RECOMMENDS APPROVAL of the zone change request request, ZC-2-2017, to the City Council and approves the subdivision request, SUB-2-2017, contingent upon approval of the zone change request by the City Council, based on the general information, applicable review criteria and development standards, findings of fact and conclusions addressing those requirements, and public testimony received, as contained in the attached *City of Umatilla Planning Commission Report and Recommendation for Zone Change ZC-2-2017 and Subdivision Tentative Plat Review SUB-2-2017*, subject to the conditions of approval contained therein.

DATED this _____ day of December, 2017.

UMATILLA CITY PLANNING COMMISSION

Lyle Smith, Chair



**ZONE CHANGE APPLICATION
WILLIAM WOOD, OWNER
MAP #5N2814BB, TAX LOT #100**

Exhibit

Legend

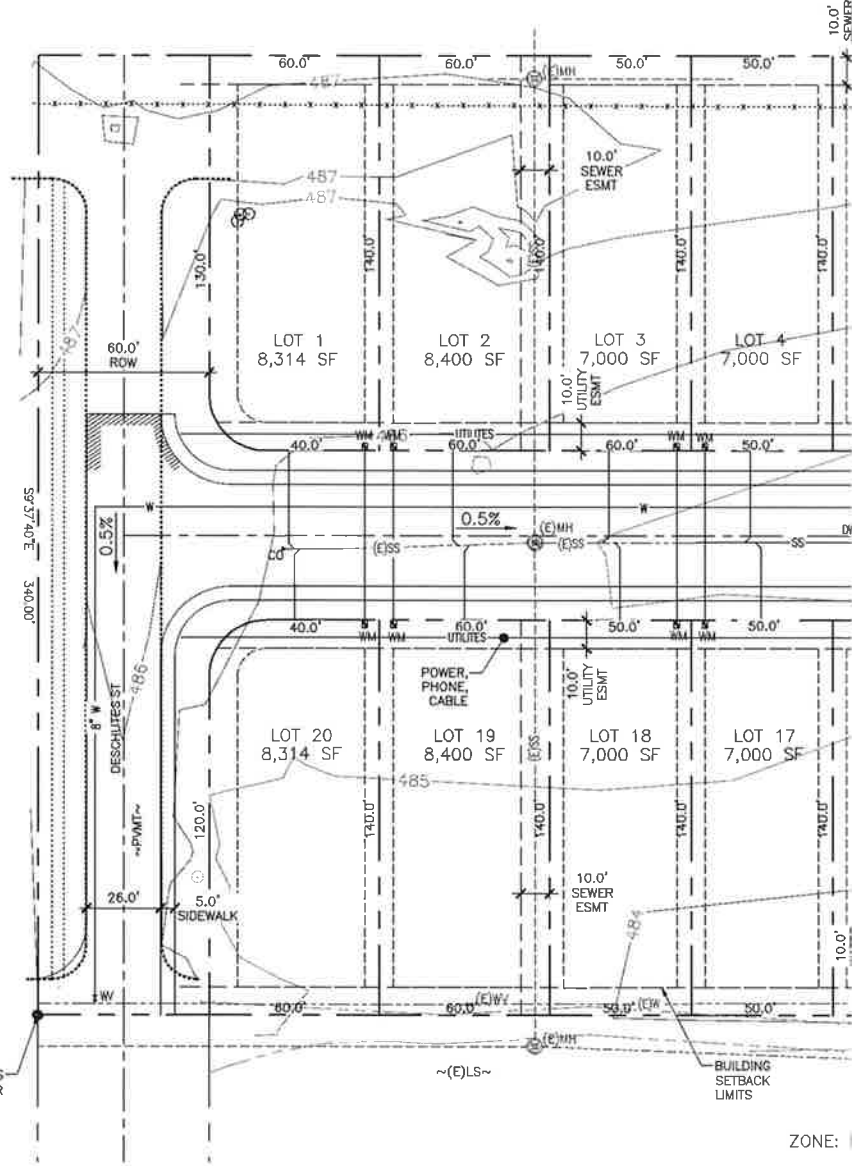
- Subject Parcel
- Roads
- Map Boundary
- Tax Lots

PRELIMINARY PLAT FOR

A PORTION OF
TOWNSHIP 5 N
UMATILLA

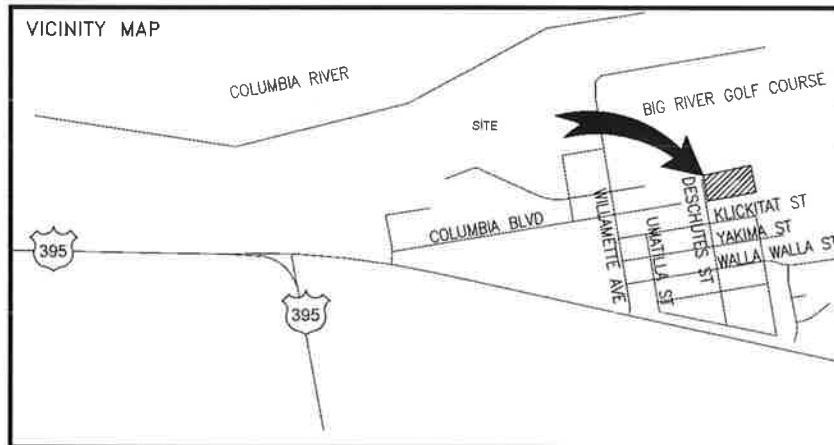


ZONE: R3



ZONE:

VICINITY MAP



NOTES:

1. BASIS OF BEARINGS IS DEED UMATILLA COUNTY, OREGON.
2. VERTICAL DATUM IS NAVD88 B
3. CONTOUR INTERVAL: 1 FOOT

Exhibit



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE LANGDON GROUP



GATEWAY MAPPING INC.

Exhibit C

November 15, 2017

City of Umatilla Planning Department
Brandon Seitz, City Planner
PO Box 130
700 Sixth Street
Umatilla, OR 97882

**RE: ZONE CHANGE ZC-1-2017, and
ZONE CHANGE ZC-2-2017**

Dear Brandon:

At your request, J-U-B ENGINEERS, INC. has prepared this traffic letter to supplement City staff findings of fact for two Rezone requests that are very similar in nature. Both requests involve down zoning from R3 to R2. We understand that an application for rezone typically does not consider a specific site plan application, however the requests come with the intent to develop as single family detached residences. Thus, to provide a comparison of the existing and proposed zoning, this letter will document the potential changes in All-day and PM peak hour trip generation under three scenarios for each request, including:

- 1) Highest and best use, maximum trips under current R3 zoning. This zoning designation allows for one dwelling per 2,000 square feet.
- 2) Highest and best use, maximum trips under requested R2 zoning. This zoning designation allows for one dwelling per 3,500 square feet.
- 3) Maximum trips if developed as single family residential (under either zoning, although our understanding of the zoning uses permitted is that R3 allows for attached single family only, whereas R2 also allows for single family detached).

The table below summarizes pertinent information for each scenario for both of the rezone requests. As shown in the table, potential maximum daily trip generation for the two requests will go down by approximately 45%, from 259 to 146 trips for ZC-1-2017, and from 745 to 426 for ZC-2-2017. Interestingly, the total trip generation is very similar if developed as maximum apartments verses maximum single family dwellings, because although there are fewer dwelling units as single family the trip generation rate is higher. Clearly the number of trips could go down even more if larger than minimum sized lots are created.

Trip Generation Comparisons

	ZC-1-2017			ZC-2-2017		
Parcel	5N2814-BB#00700			5N2814-BB#00100		
Parcel Size	1.82 acres			5.15 acres		
Total Square Feet	79,279			224,334		
Zoning	R3	R2	Single Family	R3	R2	Single Family
Maximum number of lots	39	22	15	112	64	44
Trip Generation All-day (1)	259	146	143	745	426	419
Trip Generation PM peak Hour (2)	24	14	15	69	40	44

Source: Institute of Transportation Engineers *Trip Generation Manual* (9th Edition)

(1) Land Use 220 Apartments average All-day trip generation rate = 6.65 trips per unit.

Land Use 210 Single Family Residential average All-day Trip generation rate = 9.52 per unit.

(2) Land Use 220 Apartments average PM peak hour trip generation rate = 0.62 trips per unit.

Land Use 210 Single Family Residential average PM peak hour trip generation rate = 1.00 trips per unit.

One anticipated result of the requested rezones is that fewer potential trips would be generated by the parcels under any developed scenario, thus a lesser traffic impact than the current zoning would be expected.

If you need any further information please contact us.

Sincerely,
J-U-B ENGINEERS, Inc.



Spencer Montgomery
Transportation Planner



Shae Talley, PE
Project Manager



EXPIRES: 06/30/2018
11/15/2017

ORDINANCE NO. 821

AN ORDINANCE AMENDING THE CITY OF UMATILLA ZONING MAP BY REZONING 5.15 ACRES FROM MULTI-FAMILY RESIDENTIAL (R-3) TO MEDIUM DENSITY RESIDENTIAL (R-2)

WHEREAS, Richard W. Wood made an application for a zone change to change the zoning from the City of Umatilla’s Multi-Family Residential (R-3) to the City of Umatilla’s Medium Density Residential (R-2) on 5.15-acres of property (hereafter referred to as Property); and

WHEREAS, the City of Umatilla Planning Commission duly considered the goals and policies of the Comprehensive Plan and requirements of the Zoning Ordinance as those applied to the application during a public hearing held on November 28, 2017 and subsequently recommended approval of the request to the City Council; and

WHEREAS, the Umatilla City Council conducted a public hearing on January 2, 2018 to consider the Planning Commission’s recommendation for application ZC-2-2017 and adopted the Planning Commission’s findings and conclusions as its own in approving the application, as contained in the *Umatilla City Council Report and Decision for Zone Change ZC-2-2017*.

NOW THEREFORE, THE CITY OF UMATILLA DOES ORDAIN AS FOLLOWS:

Section 1. Findings. The Umatilla City Council does hereby adopt the findings and conclusions recommended by the City Planning Commission as its own in support of this ordinance amendment to the Umatilla Comprehensive Plan and Zoning Map, as contained in the *Umatilla City Council Report and Decision for Zone Change ZC-2-2017*.

Section 2. Zoning Map Amendment. The Zoning Map designation for the 5.15-acre Property, as shown in Exhibit A attached to this Ordinance, is amended to reflect the City of Umatilla’s Medium Density Residential (R-2) Zone.

Section 3. Setting the final boundary. The final boundary of the property for which zoning designations are approved for change herein are commonly referred to Tax Lot 100 on Assessor’s Map 5N2814BB and legally described as follows:

Commencing at the Northwest corner of Section 14, Township 5 North, Range 28, East of the Willamette Meridian, Umatilla County, Oregon; thence South 24°43’20” West, a distance of 1,008.27 feet; thence South 09°37’40” East, a distance of 555 feet to the initial point of McNary Townsite Addition; thence North 80°22’20” East along the North boundary line of said McNary Townsite Addition, a distance of 850 feet; thence North 09°37’40” West, a distance of 275 feet to the True Point of Beginning for this description; thence continuing North 09°37’40” West, a distance of 340 feet, more or less, to the South boundary line of McNary Golf Course; thence North 80°22’20” East along the South boundary line of said Golf Course, a distance of 660 feet; thence South 09°37’40” East and continuing along the South boundary line of said Golf Course, a distance of 340 feet, more or less, to the Northeast corner of Fairway Manor; thence South 80°22’20” West, a distance of 660 feet to the point of beginning.

ADOPTED by the City Council this _____ day of _____, 2017.

Council members voting yes: _____

Council members voting no: _____

Absent Council members: _____

Abstaining Council members: _____

And **SIGNED** by the Mayor this _____ day of _____, 2017.

Daren Dufloth, Mayor

ATTEST:

Nanci Sandoval, City Recorder

**City Council Meeting
January 2, 2018
CITY MANAGER'S REPORT**

CALL TO ORDER

Presentation

Committee Reports

We have had several productive Committee meetings lately. We have included the minutes from the Parks and Recreation meeting, as well as the Police Committee meeting, to keep you in the loop on what is coming in the near future.

There are also several reappointments for the Parks and Recreation Committee, the Budget Committee and the Planning Commission. In addition, a vacancy on the Planning Commission will need to be filled from one of the three applicants.

New Business

11.1 2018 Meeting and Holiday Calendar – This will be Council review of the meeting and holiday calendar for the 2018 year.

11.2 Social Gaming License – Russ's Place – This is a renewal of an existing business license that was granted by the Council for a gaming license at an existing business, Russ's Place, on Willamette St. in the McNary area of Umatilla. I recommend approval of this gaming license renewal.

11.3 ZC-1-2017 Planning Commission Recommendation – Public Hearing – Property owners Philip and Theresa Sepulveda have purchased land in McNary and have requested a Zone change from R-3, Multi-family residential, to R-2 Medium Density Residential to allow them to divide the property into multiple lots for additional residential housing. The Planning Commission has approved this Zone change and it is now being presented to the City Council for approval.

11.4 Ordinance 820 – ZC-1-2017 – An Ordinance amending the City of Umatilla zoning map by rezoning 1.82 acres from Multi-Family Residential (R-3) to Medium Density Residential (R-2) – As previously described in the Planning Commission's Zone change, I recommend approval of this Ordinance.

11.5 ZC-2-2017 Planning Commission Recommendation – Public Hearing – Property owner Richard Wood has purchased land in McNary abutting the golf course and has requested a Zone change from R-3 Multi-Family Residential to R-2 Medium Density Residential to allow the creation of a multi-lot subdivision. . The Planning Commission has approved this Zone change and it is now being presented to the City Council for approval.

11.6 Ordinance 821 – ZC-2-2017 - An Ordinance amending the City of Umatilla zoning map by rezoning 5.15 acres from Multi-Family Residential (R-3) to Medium Density Residential (R-2) – As previously described in the Planning Commission's Zone change, I recommend approval of this Ordinance.

11.7 Façade Grant Application – House of Mowers – A downtown business, House of Mowers, has requested partial reimbursement for an improvement done to the front of their business located at the NW corner of 6th Street and Switzler. This improvement is a portion of a greater façade upgrade that the business has applied for. This partial payment is for upgrades including a new door and other minor front building upgrades. Further upgrades will include a new window and exterior building paint in the spring of 2018. I recommend approval of this partial Façade Grant request of \$487.50.

Correspondence

STAFF REPORT

15.1 City Manager's Report –

- A. City Public Works and Parks crews have begun clearing Russian Olive and other invasive species from areas along the Umatilla River within the Nugent Park area as part of seasonal routine maintenance. The clearing of this area is the first step in moving forward with a larger pathway project that will eventually span from the mouth of the Umatilla upstream to the City of Echo. Umatilla is on the forefront of the pathway project and will continue moving forward with another tree clearing project in the spring of 2018.
- B. Staff and I are moving forward on looking at potential funding sources to expedite putting the City's Columbia River surface water right to use. I have met with our engineer, JUB, as well as several hydrologists and well drilling companies. I am awaiting estimates to drill test wells near the banks of the Columbia River to move this project forward. The City of Umatilla is taking the lead in the region to remove our water source from ground water wells which will benefit the region.
- C. I am working with City Planner Seitz on a Master Plan Map for the Corps of Engineers and several land use applications for various projects that are to be completed in the spring of 2018 and beyond. This will also include paperwork to put additional Corps land under License with the City for future Park developments.
- D. Community Development Director Mabbott and myself have worked on a grant application to help fund the extension of Public Utilities through the 395 corridor (Urban Growth Boundary). This fits within the 5 year CIP and the City's Water Master Plan to provide utilities into the UGB to promote commercial development within that area.
- E. Community Development Director Mabbott, City Planner Seitz and I have met with a developer regarding additional residential construction on potentially 85 acres on the South Hill and a Planned Development in the McNary area of approximately 100 lots. While these discussions are in the preliminary stages, the City is fully on board and assisting the developer with specific help in the planning and utility stages of these potential new developments. These two new developments have the potential to add another 200+ lots of badly needed residential lots in the City and firmly place the City of Umatilla at the top of residential construction within Umatilla County.
- F. Fastrack Homes, Inc. has indicated that they have changed their floor plans for new homes at the new 54 lot subdivision located east of Powerline Road on the South Hill of Umatilla from entry level homes to more of a mid-priced home like the ones being constructed at the Virginia's Place subdivision in McNary. The developer has clearly seen the potential to build and sell a bigger home targeted to home owners looking for a nicer home on a larger lot. The real estate market supports the fact that buyers are looking for these larger homes which are being built within our City. This is great news for continued growth and moving the direction of new properties within our community in a positive direction.
- G. I will be meeting with the State Marine Board in Salem to advance the process of permitting to replace the existing boat ramps/launch and the docks at the launch. Parking lot improvements are also planned.
- H. Thank you to everyone who attended the annual Tree Lighting ceremony in December and for attending the City's employee/Council luncheon at City Hall. Rumor has it that Santa Clause, a.k.a. Councilor TenEyck, was instrumental in making a Christmas wish come true for one little girl and her family this Christmas season. Special thanks to all of those who participated in making that happen and thank you to Councilor TenEyck for taking the lead on this amazingly special effort!