

MEMORANDUM

To: Mayor Keefer and members of the City Council
cc: Brandon Hammond, City Manager
From: Carla McLane, Planning Official
Date: December 30, 2024
RE: Drainage Swales (and by extension Sidewalks, Streets and Curbs)

With the development of the River Ridge and Tuscany subdivisions a new street and stormwater standard was developed that incorporated drainage swales into the design to address stormwater management without the costly installation and maintenance of dry wells. But if those installations are not maintained they will cease to do the job that they were intended to do. The development of this new section of the Municipal Code treats the installation and maintenance of a drainage swale in the same or similar manner as sidewalks, streets and curbs and is proposed to be included in the same section with similar requirements.

Included with this memorandum are the following:

- Chapter 12.16 Drainage Swale Construction and Maintenance (new)
- A flyer on How to Maintain Your Grass Drainage Swale from Anne Arundel County in Maryland to provide some context and background information
- Chapter 12.04 Sidewalk Construction and Maintenance (with minor changes discussed below)
- Chapter 12.12 Streets and Curbs (with minor changes discussed below)

The changes that are identified in Chapters 12.04 and 12.12 address three items:

1. The first being the notice process to remove the City Recorder from a process that can and should be done by the staff member (currently the Code Enforcement Officer) that has responsibility and to better reflect what practice should be.
2. The second being to identify the penalty for violation that is found within the Municipal Code at Chapter 1.16 and not Oregon Revised Statute.
3. The third being to remove redundancy and errors in how abatement is accomplished referring to Chapter 8.04 and not attempting to recreate the process within this Chapter.

I am seeking your input and willingness to move these proposed changes forward to adoption at the next City Council meeting. Please reach out if you have any questions.