



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4906
cdc@ci.lebanon.or.us
www.ci.lebanon.or.us

MEMORANDUM

Community Development

To: Mayor Jackola and City Council
From: Kelly Hart, Community Development Director
Subject: Community Development Department City Manager Report Updates

Date: December, 2024

Planning:

- The December Planning Commission included a public hearing to consider CPMA-24-01 and ZMA-24-01 to change the comprehensive plan and zoning map designation of five parcels for the block bounded by Hiatt Street to the east, Oak Street to the north, E A Street to the south and an alley to the west. The designation would change the properties from low-density designation to high-density designation. The Planning Commission unanimously recommended that the Council approve the change in designation.
- In December, four applications were approved administratively:
 - AR-24-07 and VAR-24-11 for the development of a new commercial building, including a request for an adjustment to the street side setback for the property located on Primrose Street and Russell Drive in the Highway Commercial zone
 - PLA-24-05 for a property line adjustment between two parcels on Vine Street
 - VAR-24-12 for an adjustment to the rear setback of a property on S 7th Street
- There are currently three land use applications under review:
 - CPMA-24-01 and ZMA-24-01 for a comprehensive plan map and zoning map amendment to rezone a residential block from low-density to high-density residential on Hiatt Street (application scheduled for public hearings before planning commission in December and City Council in January 2025)
 - CI-24-01 for a code interpretation to determine whether recreational trails are permitted in the low-density residential zone.
- City Legislative Efforts: The Community Development Director, City Manager, Mayor, and Legislative Lobbyist Consultant attended Legislative Days at the Capitol the week of December 10-12. On Tuesday, December 10th, Community Development Director Hart attended committee hearings regarding emergency management, housing and homelessness, and revenue. On Wednesday, December 11th, Director Hart, City Manager Whitlatch, Mayor Jackola, and lobbyist Sean Tate attended the House Committee on Housing and Homelessness.

- On Monday, December 16, Director Hart, City Manager Whitlatch, Mayor Jackola, and lobbyist Sean Tate met to discuss the current legislative concepts and the work plan for the upcoming legislative session.
- On Wednesday, December 17, Mayor Jackola, Director Hart, and lobbyist Sean Tate met with Representative Gamba to discuss the proposed Legislative Concept (LC) on System Development Charges and rental registries. Also discussed were infrastructure funding mechanisms for cities and opportunities for the City of Lebanon to testify on municipal finances, infrastructure needs, and housing.
- On Wednesday, December 17, Director Hart and lobbyist Sean Tate met with majority leader Senator Bonham to discuss infrastructure funding deficiencies for economically challenged communities and proposed possible grant and loan mechanisms through the state to help address a holistic infrastructure solution rather than a direct infrastructure-to-housing solution.
- On Thursday, December 18, Director Hart, City Manager Whitlatch, and lobbyist Sean Tate met with the Governor's Office to discuss their Legislative Concept regarding infrastructure funding related to housing.
- Strategic Planning Update: On December 11, 2024 the City Council adopted the Strategic Plan. The website has been updated to include a page dedicated to the strategic plan. Staff is also developing the reporting framework for the strategic plan.
- Housing Production Strategy Implementation: Staff is working with the consultants to develop the final proposed code language based on direction from the PAC, the City Council, and the Planning Commission. The next round of code updates will be presented to the PAC in January.
- Solar Project: Staff will continue evaluating the solar opportunities for the wastewater treatment plant and prepare a grant application for May 2025.
- Grant Administration (Oregon Cascade West Council of Governments):
 - Submitted applications: Thriving Communities grant. The grant was submitted for \$350,000 to help fund the waterline replacement project on Grant Street between Park Street and 3rd Street.
 - Awarded applications: Safe Streets 4 All grant. The grant has been awarded, and the OCWCOG is awaiting the grant agreement.
 - Grant Research: Wastewater Treatment Plant capital grants, solar grants, emergency operations, and water line replacements.
 - Grant Administration: OCWCOG is administering the EPA grant funding the environmental assessment work currently underway for the Champion Mill site and the upcoming reuse planning process.
- Rules Advisory Committee on Housing: The Oregon Housing Needs Assessment rules have been adopted as of December 2024. The next rules advisory community meeting is scheduled for April

2025 to begin the next round of rulemaking associated with the housing accountability production office.

- Lebanon Community School District Facilities Advisory Committee: The Community Development Director continues participating in the LCSD Facilities Advisory Committee.
- Natural Hazards Mitigation Plan: The City continues to participate in developing the Linn County Natural Hazards Mitigation Plan. Staff continues to work with the project consultants to verify the accuracy of Lebanon’s data for the Community Profile. A final draft of the plan has been circulated for review.
- Multiagency Coordination on Homelessness (MAC) group: The MAC group announced during its November meeting that the 2025 Point-In-Time Count is scheduled for Wednesday, January 29, 2025. Community Services Consortium is taking the lead in coordinating volunteers and community resources to help with the regional count of unhoused individuals.

Building:

- The city processed 40 permits in November. The total fees received were \$12,621.80, and the valuation of construction was \$394,473.04.
- By comparison, 60 permits were processed in November 2023. The total fees received were \$57,293.92, and the valuation of construction was \$4,435,902.50.
- A current list of the more significant construction sites include:
 - Riverside Banks Subdivision and Duplexes (Williams Street)
 - 8-lot subdivision – Cascade Estates (Seven Oaks Lane/Cascade Drive)
 - 19-lot subdivision (Walker & Wassom)
 - Blackrock Apartments – 12 units (2nd Street and Airport Road)
 - Airport Road Apartments – 60 units (Airport Road and Russell Drive)
 - Gas Station and Convenience Store (911 W Airport)

Economic Development:

- Business visitation program: The Community Development Director and City Manager visited the Lebanon Airport for the December Business Visitation program. The meeting included a tour of the airport, a discussion of airport operations, the airport master plan, and future planned improvements.
- Downtown Building Restoration Program: The Wells Fargo building grant has been completed and closed. Papa’s Grocery, now Wisteria House, has requested a grant extension due to delays associated with the state grant requirements. The new grant cycle will be released at the beginning of 2025.
- Rural Economic Alliance (REAL): The business survey is being evaluated, and a marketing plan is being developed based on the results. Over 100 survey results were received throughout the region, with most respondents from Lebanon. The REAL group met in December but had no quorum to discuss business. The next meeting is scheduled on January 23, 2024.