

MEMORANDUM



TO: City Council
Ray Towry, City Manager
Interested Parties

FROM: Blair Larsen, Community and Economic Dev. Director

DATE: August 10, 2021

SUBJECT: Community and Economic Development Department Report for July 2021

The Community and Economic Development Department (CEDD) consists of the City's Building, Planning, Engineering, Economic Development, Code Enforcement, and Parks and Recreation programs. The following is a summary of activities and notes on current projects from July 1st, to July 31st, 2021.

1. BUILDING

- Summary of Building Program Permits Issued.

Permit Category	July, 2021	June, 2021	2021 YTD	2020 Total	2016-2020 Annual Average
Residential 1 and 2 Family Dwellings	2	1	13	22	31.2
Residential Demolition	1	0	7	7	7
Residential Manufactured Dwellings	2	0	11	7	12.6
Residential Mechanical Permits	16	11	64	93	101.6
Residential Plumbing	1	2	21	27	26.2
Residential Site Development	0	0	0	0	1.2
Residential Structural	7	2	36	55	44.6
Commercial Alarm or Suppression Systems	0	0	6	2	1.4
Commercial Demolition	0	1	3	4	3
Commercial Mechanical	1	3	10	17	14.8
Commercial Plumbing	0	0	1	9	11.6
Commercial Site Development	0	0	1	2	2.6
Commercial Structural	2	0	17	29	40.0
Total Permits	32	20	190	274	297.8
Value Estimate of All Permits	\$1,409,732.70	\$336,301.47	\$6,335,087.76	\$15,074,659.04	\$15,649,218.08
Fees Collected	\$18,172.26	\$5,769.34	\$96,934.10	\$212,454.67	\$216,365.51

- Our new Building Permit Technician, Adam Leisinger started work on July 7th, and is quickly getting up to speed. We expect to have a bumpy couple of months, but we are confident that he will rise to the challenge. If you happen to be in City Hall during business hours, please stop by and introduce yourself.

2. PLANNING

- Summary of Planning Division Applications Approved:

Application Type	July, 2021	June, 2021	2021 YTD	2020 Total	2016-2020 Annual Average
Annexations	0	0	0	1	0.4
Code Amendments	0	1	1	1	0.6
Conditional Use	3	1	10	5	6.6
Partition	1	3	13	8	5.6
Planned Development/Subdivision	1	0	2	0	0.6
Property Line Adjustments	3	2	13	15	8.8
Vacation	0	0	0	0	0
Variance	0	0	1	1	6.4
Zoning Map Amendment	0	0	2	4	1.4

- 0 land use applications were submitted in July.
- 7 Land Use Applications are pending final approval.
- 2 Fence Permits were issued in July.
- The overhaul of development code portions of the Sweet Home Municipal Code (SHMC) is progressing as planned. The Planning Commission is now meeting twice every month until they have completed their review of the new draft. It is expected that Planning Commission review will not be complete until the fall, at the earliest. Once the Planning Commission has completed their review, they will make a recommendation to the City Council, after which the Council will have an opportunity to review the document and consider changes.
- The City has received a grant from the State to update our Transportation System Plan and create an Area Plan for the undeveloped land on the north side of the City. We continue to meet with ODOT to work out an Intergovernmental Agreement, draft the Scope of Work, and hire a consultant.
- The next Planning Commission meetings are scheduled for August 5 and 19, 2021.

3. ECONOMIC DEVELOPMENT

- Dougherty Landscape Architects (DLA) continue to work on the Downtown Streetscape and Parking Plan. After the most recent meeting on June 15th, DLA is using the feedback from that meeting to make further adjustments to their designs. We applied for and received a CARES Act (COVID response) grant from Linn County for this project in the amount of \$10,000.
- Staff is winding down our COVID-19 support activities, however we still have plenty of Personal Protective Equipment (PPE) from the State available for distribution to businesses at no charge. We will continue to distribute those materials to all who are interested.
- Work on a property partition and right-of-way width change for 24th Ave is finally coming to an end. Staff will present a Request for Council Action at the August 10th meeting. The adjacent

property owners and City Staff have reached a tentative agreement and are now seeking Council approval. More information is included with the RCA.

- The application to ODOT for a Rail Crossing at 24th Avenue has now reached the public comment phase. We expect the final Crossing Order by the end of Summer.
- We continue to try to work with Linn County to develop a plan for the old Weyerhaeuser mill site. The remaining cleanup looks positive, and it is possible that it could be completed soon, however, some pollutants will be left in place, and would require a management plan that ensures that the ponds and the associated sediment are not disturbed. Staff has stayed in contact with DEQ regarding the cleanup efforts. Staff has recently met with a developer interested in the County's property, and a public-private-partnership to develop the City's property. The EPA lien on the property is now gone, and three portions of the property have received a "No Further Action" designation from DEQ. Both of these developments are major signs of progress toward getting the property redeveloped. Recently, Linn County put out a Request for Proposals from interested developers. The request indicated that a decision to sell to a private party would be made sometime in July, however that appears to be delayed, and is expected any day now.

4. CODE ENFORCEMENT

- Summary of Actions.

Case Status	July, 2021	June, 2021	2021 YTD	2020 Total	2018-2020 Annual Average
New Complaints	12	12	54	76	N/A
New Officer-Detected Violations	5	4	61	N/A	N/A
Violations Resolved	17	18	112	195	326.33
Complaints Noted with No Violation Found	1	2	7	17	25
Open Cases at End of Period	24	25	24	28	N/A
Citations	0	0	3	5	1.67
Abatements	0	0	0	0	0
Enforcement Type	July, 2021	June, 2021	2021 YTD	2020 Total	2018-2020 Annual Average
Animal	5	4	24	49	50.33
Blight	0	0	2	1	1
Illegal Burn	0	0	0	0	2
Illegal Dumping	0	0	0	0	0.67
Illegal Parking	0	1	8	24	9.33
Illegal Sign	0	0	1	6	3.33
Junk/Abandoned Vehicle	0	1	3	8	10.67
Minimum Housing	0	0	0	4	4.33
Occupying an RV	7	5	14	50	47.33
Open Storage	3	3	21	84	79.33
Other	1	2	6	7	24
Public Nuisance	1	2	11	103	59
Public Right-of-way	0	0	2	13	16.33
Tall Grass & Weeds	16	18	62	161	142
Vacant Lot	0	0	0	0	0.33

The City's Code Enforcement Officer responds to complaints submitted through the City's website, and actively patrols the City and works to resolve identified code violations.

5. PARKS

- The Park and Tree Committee will meet next on August 18, 2021.
- Movies in the Park are back in Sankey Park this Summer. The first two movies were held on June 18th ("Scoob") and July 16th ("The Croods: A New Age"), and were well attended. The third and final movie of the summer will be on August 13th ("Trolls World Tour").
- Staff are currently planning this year's Harvest Festival.

- Construction of Sankey Park Improvements is continuing. Construction on the play structures and concrete has been completed, as well as much of the lighting installation. Work on the asphalt paths, remaining electrical and irrigation lines is ongoing.
- Design work is underway for a new park adjacent to City Hall. The park will include a donated playground structure and dog park.

6. OTHER PROJECTS

- The Council has authorized ownership of the sculpture in the ODOT right-of-way near the East Linn Museum, and we have received a proposed Intergovernmental Agreement from ODOT. However, Citizens have come forward seeking to add a roofed structure over the artwork to protect it from the weather. Staff is working with ODOT to modify the IGA in order to allow the construction of a roofed structure. Staff inquired to learn if City acquisition of the property was a possibility. Initially, ODOT informed us that such action was not a possibility. However, after additional follow-up, ODOT is indicating that a right-of-way vacation is possible, which would add some of the property to the East Linn Museum property. ODOT has begun work on this transfer of property, and Staff is coordinating with them and the East Linn Museum to complete the transaction. In the interim, City Staff have applied a clear “log oil” treatment to preserve the surface of the logger statue.
- Willow Street Neighborhood LID: Now that the ordinance has been adopted, Staff is working with several parties to find the best financing option for the project.
- The ODOT Foster Lake Sidewalk Project: Budgetary constraints have required that the project be limited to one side (the north) of US 20. The new scope also removes the section underneath the railroad bridge and calls for a soft-surface path in that location to be constructed by the City. Construction has been delayed until 2022, but engineering work is continuing throughout 2021.
- The CEDD systems analysis is ongoing. This project will “map” out all department processes so that efficiencies can be identified, delays can be removed, and operations can be made easier for both customers and staff. These process maps will be documented for staff continuity and to share with other departments. Staff turnover has caused some delays, but will provide new opportunities for improvement in this project.
- Staff has begun meeting again with ODOT regarding a possible pedestrian crossing at 22nd Avenue and Main Street. State Funding has been identified, and we have a tentative agreement with ODOT on what improvements will be constructed and where. This will come at little to no cost to the City. As things develop, we will keep you informed.
- CEDD Staff are assisting in the update of the City’s Natural Hazards Mitigation Plan by providing maps and information.