



REQUEST FOR COUNCIL ACTION

Title: Authorization to apply for Property Line Adjustments on Wastewater Treatment Plant properties

Preferred Agenda: September 22, 2020

Submitted By: Trish Rice, Engineering Tech 2
Greg Springman, Public Works Director

Reviewed By: Ray Towry, City Manager

Type of Action: Resolution X Motion Roll Call Other

Relevant Code/Policy: SHMC 17.04.030 (definitions)
SHMC 17.24.050 (R-1 zone setbacks)
2019 Oregon Structural Specialty Code
2017 Oregon Plumbing Specialty Code

Towards Council Goal: Goal 1.b – Develop specific steps for implementation of the adopted infrastructure master plans – sewer
Goal 2 – Effective and Efficient Government

Attachments: Property Line Adjustment 20-07 Application and Site Maps,
Property Line Adjustment 20-08 Application and Site Maps,
Property Line Adjustment 20-09 Application and Site Maps,
Property Line Adjustment 20-10 Application and Site Maps

Purpose of this RCA:

City staff are proposing four Property Line Adjustments (PLAs) to merge five City-owned properties at the Wastewater Treatment Plant (WWTP) site to simplify design and permitting issues for the WWTP Improvement Project.

Background/Context:

The City owns five abutting parcels at the WWTP site. The WWTP occupies three parcels and is accessed via the Pleasant Valley Boat Ramp, which occupies the other two parcels.

The WWTP Improvement Project 60% design was completed in June 2020 and is now entering the 90% design phase. The infrastructure will cross existing property lines. Design work includes accounting for any restrictions imposed by local codes; and completing the necessary Conditional Use application and building permit applications. Without the PLA's the buildable area would be broken up by zoning code setbacks from each property line. The building code requires firewalls for buildings that cross property lines. The plumbing code also has requirements and limitations on plumbing that crosses property lines. These conditions would significantly complicate construction permitting and require additional design work to meet code. Merging the properties will remove this administrative obstacle, thereby providing for streamlined permitting of the optimum design.

Because the WWTP site is geographically constrained on all sides, and because it is a critical facility that must serve the City's growth in perpetuity, it is very important to make optimum use of the buildable area not only for this project but also to allow for future expansions.

CEDD staff have recommended merging all five properties. CEDD has also determined that four PLA applications will be required (one for each property line being erased).

The Challenge/Problem:

How does the City provide for optimum use of the WWTP site's buildable area, and an efficient design and permitting process for the WWTP Improvement Project?

Stakeholders:

- City of Sweet Home citizens – Ratepayers pay for all treatment works. It is our responsibility to deliver services as effectively and efficiently as possible.
- City of Sweet Home – As the owner of the property, the City has an interest in maintaining and exerting control over the property.
- City of Sweet Home Public Works staff – Public Works staff provide oversight and support for the WWTP design.
- City of Sweet Home CEDD staff – CEDD staff will review & decide on the PLA application. CEDD staff will also be involved with the subsequent Conditional Use application and building permit applications.
- Murraysmith – The design engineers are responsible for determining the necessary infrastructure, sizing, and locations to provide efficient treatment. They must incorporate any restrictions created by local codes into the design.

Issues and Financial Impacts:

Udell Engineering and Land Surveying is the surveying subconsultant for the WWTP project. The estimated cost for them to prepare & record final plats is about \$3,600 and will be charged to the WWTP project budget. The City can waive the usual PLA application fees (totaling \$400) for this City project.

There are also costs to doing nothing. To build across the existing property lines would require extra design work, more expensive construction materials, and processing the complex applications would require more staff time. These costs have not been quantified but would definitely be more expensive than the cost of doing the PLA's.

Elements of a Stable Solution:

An ideal outcome would provide a unified site that allows the WWTP to grow in the optimum manner with a minimum of regulatory hurdles both for this project and in perpetuity.

Options:

1. Option 1 – Do Nothing. Not recommended. This option would leave the existing property lines as is. The code requirements to allow infrastructure to cross property lines will add design and construction costs to the improvement project.
2. Option 2 – Authorize the City Manager to sign the Property Line Adjustment applications requesting to merge the five parcels into one parcel. This option will simplify design and permitting and will preserve as much buildable area as possible for future WWTP expansions.
3. Option 3 – Consider alternative Property Line Adjustment configurations. Not recommended. Anything less than merging all five properties into one will leave property line divisions within the WWTP site which will cause the same administrative hurdles either now or in the future.

Recommendation:

Staff recommends Option 2 – Authorize the City Manager to sign the Property Line Adjustment applications requesting to merge the five parcels into one parcel.



City of Sweet Home

Community and Economic Development Department- Planning Program
3225 Main Street, Sweet Home, OR 97386 541-367-8113

Application for a Property Line Adjustment or a Property Line Adjustment / Replat

Date Received: _____

Date Complete: _____

File Number: PLA20-07

Application Fee \$:**\$0.00**

Receipt #: _____

Applicant's Name:

The City of Sweet Home

Applicant's Address:

3225 Main Street, Sweet Home, OR 97386

Applicant's Phone and e-mail:

541-818-8037, price@sweethomeor.gov

Within 30 days following the filing of this application, the City Planner will make a determination of completeness regarding the application. If deemed complete, the application will be processed.

Property A

Owner's Name:

The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and e-mail:

541-818-8037, price@sweethomeor.gov

Property Address:

1359 Pleasant Valley Road, Sweet Home, OR 97386

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 1501

Property Size Before:

36,288 SF

Property Size After:

64,930 SF

Zoning Classification

R-1

Property B

Owner's Name:

The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and email:

541-818-8037, price@sweethomeor.gov

Property Address:

N/A

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 1502

Property Size Before:

28,642 SF

Property Size After:

0 SF

Zoning Classification:

R-1

Submittal Requirements

The checklist on the other side of this application lists the required items must be submitted with this application and the Criteria the request must meet. Please address all items that apply to this request.

I certify that the statements contained on this application, along with the submitted materials, are in all respects true and are correct to the best of my knowledge and belief.

Applicant's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

WWTP Property Line Adjustments
Existing Property Lines

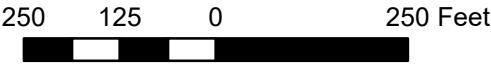
Legend

 taxlots

PIN

 13S01E31BB01501

 13S01E31BB01502



1 inch = 250 feet



WWTP Property Line Adjustments PLA 20-07

Legend

-  taxlots
-  1st_merge



250 125 0 250 Feet



1 inch = 250 feet



**City of Sweet Home**

Community and Economic Development Department- Planning Program
3225 Main Street, Sweet Home, OR 97386 541-367-8113

**Application for a Property Line Adjustment
or a Property Line Adjustment / Replat**

Date Received: _____

Date Complete: _____

File Number: PLA20-08

Application Fee \$:**\$0.00**

Receipt #: _____

Applicant's Name:

The City of Sweet Home

Applicant's Address:

3225 Main Street, Sweet Home, OR 97386

Applicant's Phone and e-mail:

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Property A**Owner's Name:**

The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and e-mail:

541-818-8037, price@sweethomeor.gov

Property Address:

1359 Pleasant Valley Road, Sweet Home, OR 97386

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 1501, 1502

Property Size Before:

64,930 SF

Property Size After:

232,400 SF

Zoning Classification

R-1

Property B**Owner's Name:**

The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and email:

541-818-8037, price@sweethomeor.gov

Property Address:

1357 Pleasant Valley Road, Sweet Home, OR 97386

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 1300

Property Size Before:

167,470 SF

Property Size After:

0 SF

Zoning Classification:

R-1

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I certify that the statements contained on this application, along with the submitted materials, are in all respects true and are correct to the best of my knowledge and belief.

Applicant's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

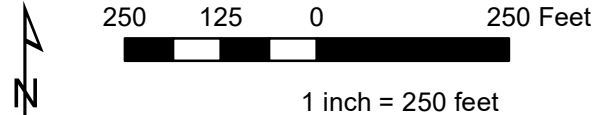
Date: _____

Property Owner's Signature: _____

Date: _____

WWTP Property Line Adjustments
Existing Property Lines
(per approval of PLA20-07)

- Legend**
-  taxlots
 -  13S01E31BB01501, 1502
PLA 20-07
 -  13S01E31BA01300



WWTP Property Line Adjustments PLA20-08

Legend

-  taxlots
-  2nd_merge



250 125 0 250 Feet

1 inch = 250 feet

**City of Sweet Home**

Community and Economic Development Department- Planning Program
3225 Main Street, Sweet Home, OR 97386 541-367-8113

**Application for a Property Line Adjustment
or a Property Line Adjustment / Replat**

Date Received: _____

Date Complete: _____

File Number: PLA20-09

Application Fee \$:**\$0.00**

Receipt #: _____

Applicant's Name:

The City of Sweet Home

Applicant's Address:

3225 Main Street, Sweet Home, OR 97386

Applicant's Phone and e-mail:

541-818-8037, price@sweethomeor.gov

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Property A**Owner's Name:**

The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and e-mail:

541-818-8037, price@sweethomeor.gov

Property Address:

N/A

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 600

Property Size Before:

200,954 SF

Property Size After:

224,576 SF

Zoning Classification

R-1

Property B**Owner's Name:**

The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and email:

541-818-8037, price@sweethomeor.gov

Property Address:

1365 Pleasant Valley Road, Sweet Home, OR 97386

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 1100

Property Size Before:

23,622 SF

Property Size After:

0 SF

Zoning Classification:

R-1

Submittal Requirements

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I certify that the statements contained on this application, along with the submitted materials, are in all respects true and are correct to the best of my knowledge and belief.

Applicant's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

Property Owner's Signature: _____

Date: _____

WWTP Property Line Adjustments

Existing Property Lines

(per approval of PLA20-07, PLA20-08)

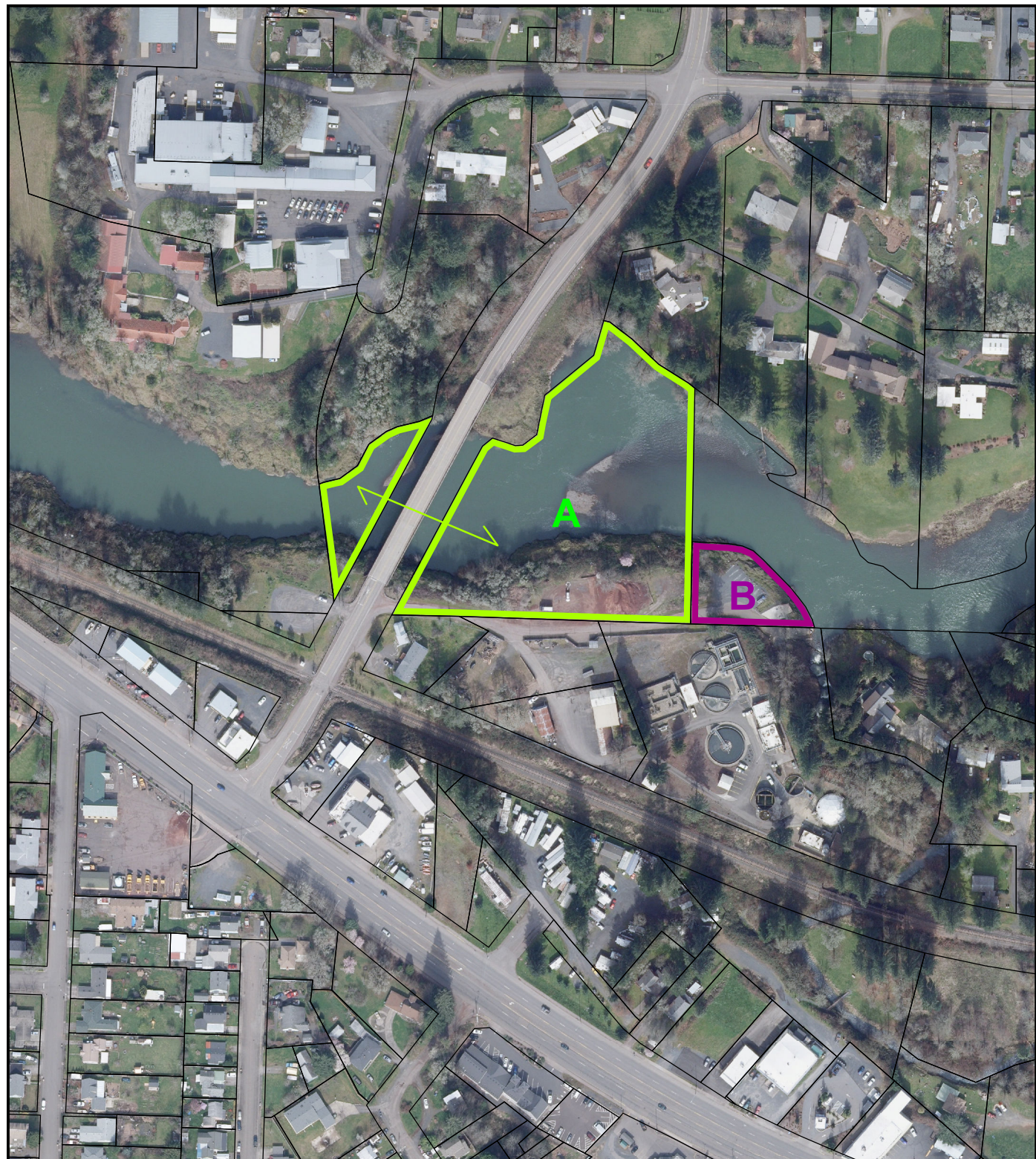
Legend

 taxlots

PIN

 13S01E31BA01100

 13S01E31BB00600



250 125 0 250 Feet



1 inch = 250 feet

WWTP Property Line Adjustments PLA 20-09

Legend

-  taxlots
-  3rd_merge



250 125 0 250 Feet



1 inch = 250 feet

**City of Sweet Home**

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3225 Main Street, Sweet Home, OR 97386 541-367-8113

**Application for a Property Line Adjustment
or a Property Line Adjustment / Replat**

Date Received: _____

Date Complete: _____

File Number: PLA20-10

Application Fee \$:**\$0.00**

Receipt #: _____

Applicant's Name:

The City of Sweet Home

Applicant's Address:

3225 Main Street, Sweet Home, OR 97386

Applicant's Phone and e-mail:

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The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and e-mail:

541-818-8037, price@sweethomeor.gov

Property Address:

1359 Pleasant Valley Road, Sweet Home, OR 97386

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 1501, 1502, 1300

Property Size Before:

232,400 SF

Property Size After:

456,976 SF

Zoning Classification

R-1

Property B**Owner's Name:**

The City of Sweet Home

Owner's Address:

3225 Main Street, Sweet Home, OR 97386

Owner's Phone and email:

541-818-8037, price@sweethomeor.gov

Property Address:

1357 Pleasant Valley Road, Sweet Home, OR 97386

Assessor's Map and Tax Lot:

13S01E31BB, Tax Lot 600, 1100

Property Size Before:

224,576 SF

Property Size After:

0 SF

Zoning Classification:

R-1

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Date: _____

Property Owner's Signature:

Date: _____

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Date: _____

Property Owner's Signature:

Date: _____

Property Owner's Signature:

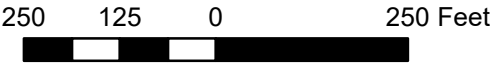
Date: _____

WWTP Property Line Adjustments
Existing Property Lines
(per approval of PLA20-07, PLA20-08, PLA20-09)



Legend

-  taxlots
-  **A:** 13S01E31BB01501, 1502, 1300
-  **B:** 13S01E31BB00600, 1100



1 inch = 250 feet

WWTP Property Line Adjustments
PLA20-10

Legend

taxlots

4th_merge

