

# MEMORANDUM



TO: City Council  
Christy Wurster, City Manager Pro Tem  
Interested Parties

FROM: Blair Larsen, Community and Economic Dev. Director

DATE: August 9, 2022

SUBJECT: Community and Economic Development Department Report for July, 2022

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 1<sup>st</sup>, to July 31<sup>st</sup>, 2022.

## 1. BUILDING

- Summary of Building Program Permits Issued.

Permit Category	July, 2022	June, 2022	2022 YTD	2021 Total	2017-2021 Annual Average
Residential 1 and 2 Family Dwellings	3	0	28	23	28.0
Residential Demolition	0	0	5	9	8.2
Residential Manufactured Dwellings	0	0	2	16	13.8
Residential Mechanical Permits	14	13	68	120	110.2
Residential Plumbing	2	2	17	35	28.8
Residential Site Development	0	0	1	0	1.2
Residential Structural	9	3	31	56	48.8
Commercial Alarm or Suppression Systems	0	0	0	11	3.4
Commercial Demolition	0	0	2	4	3.4
Commercial Mechanical	1	0	11	19	14.6
Commercial Plumbing	0	1	3	9	11.0
Commercial Site Development	2	2	5	3	2.8
Commercial Structural	4	4	19	45	41.4
<b>Total Permits</b>	<b>35</b>	<b>25</b>	<b>192</b>	<b>350</b>	<b>315.6</b>
<b>Value Estimate of All Permits</b>	<b>\$1,869,054.00</b>	<b>\$169,109.01</b>	<b>\$12,605,813.29</b>	<b>\$16,811,721.35</b>	<b>\$17,061,471.73</b>
<b>Fees Collected</b>	<b>\$24,819.16</b>	<b>\$7,240.18</b>	<b>\$170,825.68</b>	<b>\$250,671.91</b>	<b>\$233,439.18</b>

## 2. PLANNING

- Summary of Final Decisions of Planning Division Applications:

Application Type	July, 2022	June, 2022	2022 YTD	2021 Total	2017-2021 Annual Average
Annexations	0	0	0	0	0.4
Code Amendments	0	0	0	1	0.8
Conditional Use	0	0	9	11	8.0
Partition	2	3	12	20	9.0
Planned Development/ Subdivision	0	1	3	4	1.2
Property Line Adjustments	1	3	11	21	12.0
Vacation	0	0	0	0	0
Variance	1	0	3	1	4.4
Zoning Map Amendment	0	1	1	4	2.2

- 1 Land Use Application was submitted in July.
- 1 Land Use Application is pending final approval.
- 3 Fence Permits were issued in July.
- 0 Temporary RV 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 has completed their review of the draft code. Due to state notice requirements, we had to push the required Planning Commission public hearing to August 4<sup>th</sup> (it was previously scheduled for July 21, 2022). After that public hearing, the Commission may make a recommendation to the City Council that the updated code be adopted. The Council will then have an opportunity to review the document and consider changes. We have scheduled the required City Council public hearing for August 23<sup>rd</sup>. Based on Council feedback, after the required public hearing, Staff will schedule a special Council meeting for the first reading of the adoption ordinance. The reading will require approximately 6 and a half hours. This meeting can be scheduled anytime after August 23<sup>rd</sup>.
- 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. A consultant for the work is now on board, and the City has met with them to kick off the project.
- The City has also received a State grant for a Housing Needs Analysis (HNA). The consultant has been selected and will begin work soon. The purpose is to ensure that the City has both sufficient residential lands, and the proper mix of types and densities. This project is now underway, and Staff are meeting with the consultants every two weeks on the project.
- The Planning Commission last met on August 4<sup>th</sup>. The next scheduled meeting is September 1<sup>st</sup>, 2022.

### 3. ECONOMIC DEVELOPMENT

- Based on feedback from the Council at the June 28<sup>th</sup> work session, Staff are developing a Request for Proposals (RFP) for the quarry property that will outline all of the City's goals for the property and seek interest from developers for a public-private-partnership with the City. After Staff have finished a draft of the RFP, we will bring it to the Council for review, suggested changes, and, ultimately, approval.
- The Administration, Property, and Finance Committee met with some local property owners in June to discuss vacant buildings. One of the property owners, La Mota, is seeking to collaborate with the City on a project for their buildings that will bring traffic to the area, and provide space for entrepreneurs to start businesses. Staff has scheduled a meeting with them and other property owners and interested parties to establish a project scope and determine feasibility and costs.

### 4. CODE ENFORCEMENT

- Summary of Actions.

Case Status	July, 2022	June, 2022	2022 YTD	2021 Total	2018-2021 Annual Average
New Complaints	10	5	52	92	84.00
New Officer-Detected Violations	3	17	54	74	74.00
Violations Resolved	11	25	74	166	286.25
Complaints Noted with No Violation Found	1	5	13	16	22.75
Open Cases at End of Period	13	9	13	12	20
Citations	0	0	0	7	4.00
Abatements	0	0	2	1	0.33
Enforcement Type	July, 2022	June, 2022	2022 YTD	2021 Total	2018-2021 Annual Average
Animal	4	0	15	35	46.50
Blight	0	0	0	2	1.25
Illegal Burn	0	0	2	1	1.75
Illegal Dumping	0	0	1	0	0.50
Illegal Parking	0	1	6	11	9.75
Illegal Sign	0	0	0	1	2.75
Junk/Abandoned Vehicle	6	1	12	4	9.00
Minimum Housing	0	0	0	0	3.25
Occupying an RV	1	0	8	26	42.00
Open Storage	0	1	14	31	67.25
Other	0	0	3	11	20.75
Public Nuisance	0	0	2	17	48.5
Public Right-of-way	0	0	0	2	12.75
Tall Grass & Weeds	2	18	42	65	122.75
Vacant Lot	0	0	0	0	0.25

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 17<sup>th</sup>, 2022.
- Construction of Phase II of the Sankey Park Improvements is now complete. Design work is now underway for Phase III of the park improvements, which will focus on the upper portion of the park.
- Design work is underway for a new park adjacent to City Hall. The Park will include a donated playground structure and dog park.
- Design work is also underway for a dog park at Northside Park. Staff is working to consolidate the 6 lots that make up Northside Park into 1 lot.
- We are holding "Movies in the Park" in Sankey Park again this year. The turnout for June 17<sup>th</sup> ("Encanto") and July 15<sup>th</sup> ("Sing 2") were fantastic, with over 100 in attendance in June, and nearly 200 in July. We are looking forward to our final movie for this year on August 19<sup>th</sup> ("Space Jam 2").

## **6. OTHER PROJECTS**

- Willow Street Neighborhood LID: Staff recently met with representatives of several state agencies at a "one stop" meeting and have a tentative plan for financing that will include a package of both forgivable loans and other loans with very attractive interest rates. Staff is currently working on loan applications. One application has been submitted, but the other program won't be reviewing applications until September.
- The ODOT Foster Lake Sidewalk Project: Construction has begun, but we don't yet have a solid estimate from ODOT on when it will be completed.
- Staff is working with ODOT on a pedestrian crossing at 22<sup>nd</sup> Avenue and Main Street. State Funding has been identified, and we have an agreement with ODOT on what improvements will be constructed and where. This will come at little to no cost to the City. This improvement will be combined with an existing ODOT project to replace ADA ramps at intersections on Main Street. Construction on the overall ramp replacement project has begun, and the pedestrian crossing will follow after construction on the ramps is complete. ODOT is preparing an amendment to the IGA to cover the pedestrian crossing.
- CEDD Staff have been developing designs for the budgeted City Hall renovation and emergency generator installation. This project has been included in the budget for this fiscal year, and we will be preparing a request for proposals soon.
- CEDD Staff continue to provide key support for the efforts to create a managed homeless facility. The site has been cleared, and a new fence has been erected along the south side of the easement. Water and power lines have been extended to the site, and the sewer line is expected to be completed soon. Staff is meeting with FAC on a weekly basis to coordinate site development. FAC has run into delays in their efforts to move the old City Hall annex building to the site, and staff is working with them to overcome this hurdle.