



## MEMO

May 10, 2010

TO: City Council

FROM: Kathy Figley, Mayor

SUBJECT: **INTERCHANGE AESTHETICS CITIZEN ADVISORY COMMITTEE APPOINTMENTS**

As discussed during a previous City Council meeting with Alan Fox of ODOT, the City of Woodburn has been invited to participate in a public involvement process by the Oregon Department of Transportation (ODOT) that is designed to identify our community's vision with regard to the aesthetic features of the Interchange Improvement Project. This public involvement process is a commitment by ODOT to apply the concepts of Context Sensitive Design Solutions to transportation projects. ODOT engineers can often incorporate aesthetic design features into the functional design features of a roadway improvement if those visual cues or features are defined. Appointment of the Interchange Aesthetic Citizen Advisory Committee will allow the Council to provide a forum to receive community input (advice) on what the "Gateway to Woodburn" should present visually to both visitors and residents using the Interchange everyday.

The Council and ODOT will determine what recommendations (advice) from the community can be incorporated into the design of the Interchange Improvement Project. As with all design decisions, the financial impact of any decision to add aesthetic features to the Interchange Improvement Project must be weighed carefully. Some enhancements will be within the scope of Context Sensitive Design Solutions that ODOT will include as part of their overall project scope-of-work. Other features may be found to go beyond those that ODOT determines is consistent with Context Sensitive Design Solutions. For those design features that ODOT finds exceed the concept of Context Sensitive

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Design Solutions, the Council will have an opportunity to decide if the City of Woodburn desires to incorporate aesthetic features by offsetting the premium cost associated with providing those features.

The City of Woodburn takes pride in being a community of diversity and infinite potential. I know of no better way to try to capture the vision of our citizens than to undertake participating in a public involvement process designed to focus on the visual features that can be incorporated into the Interchange Improvement Project. This is an opportunity to influence the design of the "Gateway to Woodburn" and to wisely distinguish our community with visual cues and aesthetic features that capture our rich history and promote our full potential.

The following appointments and process is being recommended, subject to the approval of the Council:

#### **Interchange Aesthetics Citizen Advisory Committee Appointments**

- Tom Flomer, Local Business Owner
- Charlie Piper, Local Business Owner
- Maria Lopez, Local Business Owner
- Teri Sunderland, General Manager Company Stores
- Jack Bigej, Local Business Owner
- Durrell Crays, Historic Wood burn Neighborhood Association
- John Reinhardt, Citizen
- Jim Hendryx, City of Woodburn, Economic & Business Development Director
- Matt Gwynn, City of Woodburn, Maintenance & Operations Division Manager

The Interchange Aesthetic Citizen Advisory Committee is scheduled to meet 4 times over the next 4 to 5 months. Meeting dates and times have yet to be determined, however meetings are expected to occur monthly.

If you have any comments or questions, please feel free to call me or Scott at your earliest convenience.



# Agenda Item

May 10, 2010

TO: City Council  
FROM: Kathy Figley, Mayor  
SUBJECT: **Planning Commission Appointment**

The following appointment is made, subject to the approval of the Council. Please forward any adverse comments to me prior to the Council meeting on Monday, May 10, 2010. No reply is required if you approve of my decision.

## **PLANNING COMMISSION**

### New appointment

- o Charles Piper for a term to expire December 2011

# PROCLAMATION

## Public Works Week 2010 in Woodburn

*WHEREAS*, public works services provided in our community are an integral and necessary part of our citizens' everyday lives; and

*WHEREAS*, the health, safety, comfort and economic vitality of this community greatly depends on the facilities and services such as water, wastewater collection and disposal, transportation, street, building and parks maintenance, etc. and

*WHEREAS*, the quality and effectiveness of these facilities, as well as their planning, design, and construction are vitally dependent upon the efforts and skills of the public works officials; and

*WHEREAS*, the efficiency of the qualified and dedicated personnel who staff public works departments are materially influenced by the people's attitude and understanding of the importance of the work they perform;  
**NOW, THEREFORE,**

*BE IT RESOLVED*, that I, Kathryn Figley, Mayor of the City of Woodburn, Oregon, do hereby proclaim May 15-22, 2010 as "**PUBLIC WORKS WEEK**" in Woodburn, Oregon, and call upon all citizens and civil organizations to acquaint themselves with the problems involved in providing our public works and to recognize the contributions that public works officials make every day to our health, safety and comfort.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Woodburn to be affixed this 5<sup>th</sup> day of May 2010.

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Kathryn Figley, Mayor  
City of Woodburn

# *PROCLAMATION*

## Police Memorial Week

**WHEREAS**, The Congress and President of the United States have designated May 15, 2010 as Peace Officers' Memorial Day, and the week in which May 15th falls as National Police week; and

**WHEREAS**, the members of the Woodburn Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Woodburn; and

**WHEREAS**, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

**WHEREAS**, the men and women of the Woodburn Police Department unceasingly provide a vital public service;

**NOW, THEREFORE, I, KATHRYN FIGLEY**, Mayor of the City of Woodburn, call upon all citizens of Woodburn and upon all patriotic, civic and educational organizations to observe the week of **May 10th – May 15th, 2010**, as Police Week with appropriate national and local ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities.

I further call upon all citizens of Woodburn to observe **Saturday, May 15th, 2010 as Peace Officers' Memorial Day** in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Woodburn to be affixed.

---

Kathryn Figley, Mayor  
City of Woodburn

# PROCLAMATION

## BUDDY POPPY WEEK

**WHEREAS**, the poem “In Flanders Field,” which movingly describes a battlefield of crosses dotted with red poppies, has led to the poppy’s becoming a symbol of lives lost in wartime; and

**WHEREAS**, the Veterans of Foreign Wars organized its first sale of replica poppies in 1922 and adopted the poppy as its official memorial flower soon after; and

**WHEREAS**, in 1923 the VFW decided that VFW Buddy Poppies be assembled by disabled and needy veterans who would be paid for their work to provide financial assistance; and

**WHEREAS**, since 1924 the VFW has held the trademark for the “Buddy Poppy”, guaranteed that these poppies are the work of disabled and needy veterans, and sold these poppies to pay for services to veterans and their families and other important community services; and

**WHEREAS**, the VFW annually sells “Buddy Poppies” in the week preceding Memorial Day;

**NOW THEREFORE**, I, Kathy Figley, Mayor of the City of Woodburn, proclaim the dates from May 24 to May 31, 2010, “BUDDY POPPY WEEK,” and encourage the people of Woodburn to support veterans and their loved ones through purchase of a poppy.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Woodburn to be affixed this 5<sup>th</sup> day of May 2010.

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Kathryn Figley, Mayor  
City of Woodburn

**COUNCIL MEETING MINUTES**  
**April 12, 2010**

HR:MN

0:00

**DATE:** COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN,  
COUNTY OF MARION, STATE OF OREGON, APRIL 12, 2010.

**CONVENED:** The meeting convened at 7:00 p.m. with Mayor Figley presiding.

**ROLL CALL:**

Mayor	Figley	Present
Councilor	Cox	Present
Councilor	Lonergan	Present
Councilor	McCallum	Present
Councilor	Morris	Present
Councilor	Pugh	Present
Councilor	Schmidt	Present

**Staff Present:** City Administrator Derickson, Assistant City Administrator Stevens, City Attorney Shields, Police Chief Russell, Police Captain Garrett, Public Works Director Brown, Economic & Community Development Director Hendryx, City Recorder Shearer.

0:01

**PROCLAMATIONS:**

A. Mayor Figley declared April 24, 2010 Day of the Child.

0:02

**COMMITTEE REPORTS:**

- A. Don Judson, Executive Director of the Woodburn Chamber of Commerce updated Council on Chamber and tourism promotion activities.
- B. Councilor Morris provided an update on School District upcoming events including the Mr. Bulldog event.

0:14

**BUSINESS FROM THE PUBLIC**

A. Craig Mikkelsen, 107 S. Molalla Ave, Molalla, an attorney representing All-Around Towing made a statement regarding previous testimony before Council concerning the services provided by All-Around Towing. Mr. Mikkelsen provided additional information to Council regarding the circumstances of the towing service and informed the Council that an investigation performed by Chief Russell resulted in no changes to All-Around Towing's status on the City's towing rotation and recommended no further action.

0:29

**CONSENT AGENDA**

- A. approve the Woodburn City Council minutes of March 22, 2010;
- B. accept the Community Services Department Statistics for January 2010;
- C. accept the Community Services Department Statistics for February 2010.
- McCallum/Lonergan...** adopt the Consent Agenda. The motion passed unanimously.

# COUNCIL MEETING MINUTES

## April 12, 2010

HR:MN

0:30 **TABLED BUSINES:**

Council Bill 2814 – A Resolution modifying the Business Assistance Loan Program guidelines remained on the table.

0:30 **PUBLIC HEARING – FIFTH STREET IMPROVEMENT PROJECT**

Mayor Figley declared the hearing open at 7:30 pm for the purpose of hearing public input on the Fifth Street Improvement Project. Public Works Director Brown provided a staff report and answered clarifying questions of Council. The design acceptance package document is incorporated into the record by reference.

1:30 Mayor Figley invited the proponents Fifth Street Improvement Project to address Council. Two members of the public (names and addresses incorporated by reference) wished to speak in favor of the project and the reasons for their support are summarized as follows:

- Improvement of traffic flow and travel efficiency
- Improved connectivity for vehicles and pedestrians
- Reduction of traffic and congestion in the area
- Increasing neighborhood safety via sidewalks and street lighting
- Improved public safety response time

1:33 Mayor Figley invited the opponents of the Fifth Street Improvement Project to address Council. There were numerous members of the public that wished to speak in opposition (names and addresses incorporated by reference). The reasons for their opposition are summarized as follows:

- Concern about benefits not outweighing the project cost
- Air quality and noise pollution affects on students at St. Luke Catholic School
- Impacts on the educational environment of St. Luke Catholic School
- Concern that previous poor access design for development cannot be overcome by this project
- Impacts on the residential properties along Fifth Street, such as reduced parking and encroachment of right of way on existing residential properties.
- Emphasis on Fifth Street connection to Highway 214 as the basis for justifying the construction of a traffic signal on Highway 214 at Fifth Street is inappropriate and unnecessary.
- Lack of public demand for the project
- Proposed improvements are out of scale from existing surrounding streets
- Concern that the Citizen’s Advisory Committee was not a real opportunity for public comment/input; that staff had a predetermined decision in mind
- Increased traffic for Fifth Street residents
- Project does not adequately address parking issues
- Concern that traffic signal may still not be warranted even with the opening of Fifth Street

## COUNCIL MEETING MINUTES April 12, 2010

HR:MN

In addition, a petition with approximately 2,000 signatures opposing the project was submitted by St. Luke Catholic Church and written testimony in opposition was provided by Peppi Kosikowski of Woodburn. In addition, council has requested that all correspondence received by Council and staff be included in the hearing record. These documents are incorporated into the minutes by reference.

2:21 The Public Hearing was closed at 9:25 pm. Council discussed the testimony received and asked further clarifying questions of staff. Council debated the merits of options other than the staff recommended option, such as the one-way couplet and no-build options. **Morris/Cox...** modify the design acceptance package to select the no-build option. After additional discussion ensued, Mayor Figley called for a vote. On a roll call vote the motion failed 1-5, with Councilor Morris voting Aye and Councilors Pugh, Lonergan, McCallum, Schmidt, & Cox voting Nay. **McCallum/Cox...** accept the design acceptance package as presented by staff. The motion passed 5-1 with Councilors Pugh, Lonergan, McCallum, Schmidt, & Cox voting Aye and Councilor Morris voting Nay.

3:20 **COUNCIL BILL NO. 2826 – A RESOLUTION DIRECTING THAT SEVEN “NO PARKING” SIGNS BE INSTALLED ON THE WEST SIDE OF BROWN ST. BETWEEN BROWN COURT AND BRIDLEWOOD LANE**  
**McCallum** introduced Council Bill No. 2826. Recorder Shearer read the bill by title only since there were no objections from the Council. Councilors Cox and Schmidt expressed concern that impacted residents may not have received adequate notice of the proposed resolution. **Schmidt/Pugh...** table Council Bill No. 2826 pending notification of residents. The motion passed unanimously.

3:29 **ACCEPTANCE OF BANCROFT BOND APPLICATIONS**  
Councilor McCallum declared a potential conflict of interest and did not participate in this item. **Cox/Lonergan...** accept the Bancroft Bond applications submitted by property owners within the Ironwood Subdivision Local Improvement District which were filed after the initial 10-day filing period. The motion passed unanimously.

3:29 **AWARD OF PROFESSIONAL SERVICES CONTRACT FOR WOODBURN TRANSIT SYSTEM PLAN UPDATE**  
**Lonergan/Pugh ...**City Council, acting as the Local Contract Review Board, authorize the City Administrator to enter into a Professional Services contract with Nelson/Nygaard Consulting Associates to provide professional services for preparation of the Woodburn Transit System Plan Update. The motion passed unanimously.

3:37 **AWARD OF CONSTRUCTION CONTRACT FOR THE NORTH TRUNK SEWER IMPROVEMENT PROJECT**  
**Cox/Pugh ...**City Council, acting as the Local Contract Review Board, award the construction contract for the North Trunk Sewer Improvements to Northstar Assoc., LLC

**COUNCIL MEETING MINUTES**  
**April 12, 2010**

HR:MN

in the amount of \$67,567. The motion passed unanimously.

3:40 **CITY ADMINISTRATOR'S REPORT:**

- A. Officer Mikkola is recovering well and is at home.
- B. Reminder that Statements of Verified Interest are due to the State by April 15, 2010
- C. Another E-Blurb will be issued soon

3:41 **MAYOR AND COUNCIL REPORTS:**

- Councilor McCallum reminded the Mayor of the Kiwanis Mayor's prayer breakfast at Wellspring in May.
- Council discussed upcoming budget committee meetings.

3:46 **EXECUTIVE SESSION:**

Mayor Figley announced that the Executive Session has been cancelled.

3:46 **ADJOURNMENT:**

**McCallum/Lonergan...**meeting be adjourned. The motion passed unanimously. The meeting adjourned at 10:55 p.m.

APPROVED \_\_\_\_\_  
KATHRYN FIGLEY, MAYOR

ATTEST \_\_\_\_\_  
Christina M. Shearer, Recorder  
City of Woodburn, Oregon

**WOODBURN PLANNING COMMISSION MEETING MINUTES  
APRIL 8, 2010**

**CONVENED:** The Planning Commission met in a regular session, followed by a workshop, at 7:00 p.m. in the City Hall Council Chambers with Chairperson Bandelow presiding.

**ROLL CALL:**

<b>Chairperson</b>	<b>Bandelow</b>	<b>Present</b>
<b>Commissioner</b>	<b>Gregorieff</b>	<b>Present</b>
<b>Commissioner</b>	<b>Hutchison</b>	<b>Present</b>
<b>Commissioner</b>	<b>Jennings</b>	<b>Present</b>
<b>Commissioner</b>	<b>Kenagy</b>	<b>Absent (pre-arranged)</b>

Staff Present            Jim Hendryx, Director of Economic and Development Services  
                                  Don Dolenc, Associate Planner  
                                  Jon Stuart, Assistant City Attorney  
                                  Vicki Musser, Recording Secretary

**Minutes**

- A. Woodburn Planning Commission Meeting Minutes of December 10, 2009
- B. Woodburn Planning Commission Minutes of December 17, 2009

Commissioner Jennings moved to accept the minutes as written, and Commissioner Hutchison seconded the motion, which was carried unanimously.

**Business From The Audience**

There was none.

**Communication**

There was none.

**Hearings**

There were no hearings.

**Workshop**

Economic & Development Services Director Jim Hendryx began by summing up the work of The Sign Focus Group over the past year. Teri Sunderland and Mike Sumner, representatives of the Focus Group, attended the Planning Commission workshop in support of recommended sign ordinance changes. The City Council appointed the Sign

Focus Group approximately a year ago to start reviewing sign regulations. The current sign standards were adopted in 2005. There have been many complaints from the public that the standards were difficult to understand, and that there were dozens of different standards for the Commercial Zone in regards to height, size, location, text and type of signs. This was the number one issue when Hendryx began work as director of Economic and Development Services, 14 months ago. The standards have proven difficult to understand even for administration. Often the different sections of the sign ordinance appear to conflict with each other. There were no incentives to improve signs in the community. Therefore, the City Council appointed the Sign Focus Group to study the ordinances and signage and give their recommendations for change. The Sign Focus Group is comprised of Chairperson Bandelow, Jake Jacobsen, Dan Dinges, Mike Sumner and Teri Sunderland, who appeared tonight, as well as City Council member Pete McCallum, Phil Hand, Kelly Long, Elizabeth Vegas and Cliff Zauner. As a result of this year-long process, the group has submitted various recommendations to make sign standards easier to understand and comply with. Their proposal simplifies the height standards, combines signage at larger sites, and simplifies text language. Don Dolenc, Associate Planner, went through the Sign Ordinance to make charts and text more understandable, and a draft motion for a revised text was distributed to the Planning Commission. The text simplifies the land use processes for signs. There was discussion surrounding electronic reader boards, and the recommendation was to allow larger reader boards, and to allow them in residential zones for non-residential uses, such as outside of churches and schools.

Non-conforming sign standards at present require that if one sign on a property is changed, all the signs must be brought into conformity. Also, if a building over 1,000 square feet is modified, the business owner is required to bring all signs into compliance. With the present ordinance, even if a building is less than a 1,000 square feet, all non-conforming signs must be changed. The Sign Focus Group felt that the ordinance as it stands would be a disincentive for new businesses investing in the community, and made a recommendation that with minor modifications of up to 2,000 square feet under a Type II, non-conforming signs could stay as they were.

Hendryx noted that enforcement of sign standards is a difficult and ongoing issue, which has been discussed a number of times in previous meetings. The feeling expressed by the Planning Commission is that often there is little enforcement of various Woodburn ordinances beyond multiple warnings by Code Enforcement. Commissioner Hutchison asked Jon Stuart, Assistant City Attorney, for further information about the process of enforcement.

Jim went through a number of Power Point slides which was originally shown to the Sign Focus Group about the value of signage. Signs have been found to add 35% to business recognition. Signtronix, a traffic survey in California, found that signs attract and draw in new customers, can brand a business, and play a big role in generating impulse buying, which is critical to a business' success.

There is an art and science to successful signage, and it can enhance the business community. Jim went through a series of slides to bring the Commission up on the sign standards today, versus the Sign Focus Group's recommendations, information also contained in the texts distributed to the Commission.

Many people in the Woodburn community have expressed feelings that the sign standards are too restrictive. Don and Jim often offer to go out and give sign options to various businesses who request assistance.

Electronic reader boards were recommended by the Sign Focus Group to be allowed in combination with a sign (example: The Gap sign at the Outlet Mall). Terri Sunderland noted that the transitional sliding flow of a high definition reader board was preferable to the red, flashing message center type of reader board. Commissioner Jennings advocated provisions for electronic reader boards, as they are here to stay. Sunderland noted that there are proposed limitations in their recommendations regarding brightness, duration of message, when the reader board is to be shut off, etc.

In the Downtown Development Conservation Zone, the proposed changes allow the same percentage of wall signs, and treat all the walls the same as in the existing ordinance. The proposal increases the monument size in the downtown area. The window coverage area stays the same.

In the residential zone, flags, temporary signs, window signs, wall signs and banner signs are all allowed. Electronic reader boards would be allowed to increase to 65%, rather than the present 50%.

Under the current regulations, many of the signs in the City are non-conforming. It is proposed that a sign permit for a conforming sign would *not* require that all non-conforming signs on the site be forced to upgrade into conformity. Chairperson Bandelow observed that keeping costs down would encourage upgrades.

The differences between Type II and Type III variances were discussed. A Type II is quasi-administrative process, where the Department of Economic and Development Services reviews the Type II variance, and then sends out notice to surrounding property owners within 250 feet of the sign, giving them an opportunity to request a public hearing before the City Council. A Type III involves more discretion, and goes before the Planning Commission.

Electronic reader board sign recommendations combines signage and allow an increased size in the CZ. It establishes a hold time of 8 seconds, during which time it must hold still, rather than the present 1 second. It allows reader boards in residential areas, and increases the present size allowance from changeable copy signs of 50% to electronic reader boards of 65%.

Commissioner Hutchison asked about the freeway expansion by the interchange, and whether modification and expansion would cause non-conforming signs to be affected, or

would they be grandfathered in? Hendryx replied that new signs must be in conformity, and that old signs would be considered on a case-by-case basis. If the owner changed one non-conforming sign, all signs might have to come into conformance. If the modifications done do not impact the signs, it's possible that the signs could remain as they are.

In a total remodel situation, all new signs will have to conform. If the modification is less than 1,000 square feet, the proposal states that all signs would not have to come into conformance, unless a sign is affected. If the modification is over 1,000 square feet, however, all signs must come into conformance, even if it's a pole sign, unless the modification stays in the same foundation footprint. Commissioner Jennings expressed concern about the various rules in both the present and proposed sign ordinances that might trigger new sign conditions, causing further expense to the business owner.

The Sign Focus Group spent a lot of time during the last year viewing and discussing pole signs and possible options. The group recommended that pole signs be permitted in the Overlay District, which is the area that borders 214 and I-5. Freeway signage is important for the passing public. Under the state program, a certain number of freeway signs are allowed. These signs fall into the area of:

- Tourist attractions (1 sign)
- Accommodations (1 sign)
- Retail (food and gasoline) (2 signs)

ODOT sells slots yearly to various vendors, who pay approximately \$1400 a year for the privilege of advertising on these signs facing every aspect of the freeway ramp. In Woodburn there are more businesses than there are signs and space, so there's a waiting list.

Commissioner Hutchison noted that Woodburn wants to show what sort of town it is by the type of signage displayed. Since this town has evolved beyond just gas and fast food, the signs should reflect that.

Under the proposal, pole signs would be 45 feet high, with a signage size of 200 square feet in the CG Overlay Zone. Combined signage would be allowed on larger sites such as the Company Stores.

The idea of amortization (a length of time for all City signs to come into compliance) was discussed by the Sign Focus Group. The consensus was that amortization should not be attempted.

Stuart stated that state ODOT rules under the Highway Beautification Act are primarily for billboards, and not related directly to any individual business. Chairperson Bandelow noted it was thought that the City would have to buy all the signs, which was not considered affordable. However, this was not accurate. Commissioner Jennings is against amortization, due to the prohibitive cost of being sued, should that eventuality arise. Chairperson Bandelow felt a more moderate approach should be considered, not inviting lawsuits, certainly, but at the same time being willing to enforce ordinances.

Although amortization is not as negative an issue as was previously thought, there are still legal issues to be considered. Commissioner Jennings noted that some signs are automatically identified with particular businesses, such as McDonalds. If a sign is non-conforming, yet is an integral part of a business, amortization would be detrimental.

Chairperson Bandelow felt that incentives to come into sign compliance should be considered. Making it easier for businesses to pursue sign conformance, perhaps by assisting with the costs, would make it more likely to occur.

Other proposals by the Sign Focus Group include:

- Tables in the WDO, rather than just verbiage
- Content natural based text language
- The text is simplified.
- Fuel price signs
- A frame signs- subject to permitting, which is not required currently
- Temporary signs with the ROW at Senior Estates
- Type II would now be Type I

It was noted that A-frame signs, properly made and used, are a great asset. They can be an important advertising tool. They need to be weather-resistant, according to the WDO.

The Sign Focus Group is still working on a sign identification program, and the belief that education is vital. Handouts could be given to businesses when they apply to get a business license or renewal.

There are a number of abandoned signs in the City. There's no notification program at present, but this is being discussed by the group.

Hendryx stated that the Sign Focus Group, which is made up from businesspeople in the community, has done a wonderful job over the past year.

The Planning Commission is due to have another workshop in two weeks, on April 22<sup>nd</sup>. . . Public hearings start on May 13<sup>th</sup>. City Council will hold their public hearing on June 28<sup>th</sup>. By statute, we are required to give advance notice to state Department of Land Conservation Commission, and we have provided this schedule. If more time needs to be scheduled for discussion, it can be done.

Hendryx and Dolenc have created a template for signs that is different from WDO, and that was handed out to the Commission members.

Commissioner Jennings requested discussion about the number of flags proposed by Focus Group. Two flags would be allowed in both commercial and residential areas, but three would be prohibited, even on one pole, and Commissioner Jennings objected to that part of the proposal. The flags are content neutral, and the issue for the group has been predominately commercial advertising. Commissioner Jennings would like private residences to be exempted. Chairperson Bandelow would like the description of "flag" to

be more clearly defined in the WDO, including shape, size, percentage of pole used, and how they're hung. Stuart suggested that the ordinance could be written to exclude the residential zone from the proposed flag limitations.

Chairperson Bandelow brought up the idea that signs might benefit from having color coded stickers that would give information about the sign, such as age and conformity. Old, cluttered or worn-out signs harm all businesses, and offensive signs shouldn't be grandfathered in. New businesses coming in to Woodburn should be given clear direction on how to be in compliance. Chairperson Bandelow further feels there needs to be a strong plan for enforcement, or all the work that has been done will be for naught. In the past, people were not told that just calling in a complaint was not enough. A complaint must be addressed in writing. Commissioner Jennings agreed, and said something needs to be written into the WDO to address that issue. Stuart noted that the WDO is a planning document, primarily focused on the future and new development, and is especially useful for giving direction when new businesses come into Woodburn.

As for enforcement, Stuart reported that the WDO itself gives authority to enforce the WDO. It gives the City Attorney, after confirmation from the City Council, authority to file suit against an offender, as well as giving the authorization to take lesser action, such as issuing tickets, for civil infractions. Ordinance 1998, the general civil infraction ordinance, lists classifications of violations.

Terri Sunderland stated that she hopes the proposed changes will enhance businesses and the community as a whole. She's proud of the changes, and feels that signs will be easier to read.

Mike Sumner noted that sign readability is a huge issue that was discussed by the group. He would like to exempt the American flag as an issue in regards to the flag ordinance. Under the previous codes, there was no incentive to change and update signs, but the proposed changes will make a distinct difference.

Commissioner Jennings gave thanks to the Sign Focus Group for all their work.

It was decided that the Planning Commission would further discuss the proposed changes, section by section, during the upcoming workshop on April 22<sup>nd</sup> and incorporate the changes into the text before the public hearings begin in May.

Jim Hendryx pointed out that the Sign Focus Group compared six towns of varying sizes and compared their sign codes with Woodburn's codes. Feedback in the past has been that Woodburn's sign codes are too restrictive, and that was taken into account, as the proposal adjusted some of the sign restrictions to reflect other community codes.

It was decided that the members of the Planning Commission would go over the proposed sign changes and discuss the changes further at their next workshop on April 22<sup>nd</sup>.

**ADJOURNMENT**

Commissioner Jennings moved to adjourn the meeting. Commissioner Grigorieff seconded the motion, which carried unanimously. The meeting was adjourned at 8:38 pm.

APPROVED  Apr 22, 2010  
Ellen Bandelow, CHAIRPERSON Date

ATTEST  04/27/2010  
James N.P. Hendryx  
Economic & Development Services Director  
City of Woodburn, Oregon

**City of Woodburn**  
**Recreation and Park Board Minutes**

April 13, 2010 • 7:00 p.m.



1. **CALL TO ORDER**  
The meeting and was called to order at 7:00 p.m.
  
2. **ROLL CALL**

Position I Zandi Cox, Member (12/10)	Present
Position II (Student) Alexa Morris, Member (7/10)	Absent
Position III Joseph Nicoletti, Board Secretary (12/13)	Present
Position IV Rosetta Wangerin, Board Chair (12/13)	Present
Position V Bruce Thomas, Member (12/13)	Absent
Position VI Cheryl Shepherd, Member (12/11)	Present
Position VII Charlene Williams, Member (12/11)	Present
  
3. **APPROVAL OF MINUTES FROM MARCH 9, 2010**  
**Joseph Nicoletti/Zandi Cox** - Motion to accept the minutes as written. The motion was seconded and passed unanimously.
  
4. **BUSINESS FROM THE AUDIENCE**  
None.
  
5. **OLD BUSINESS**  
**Woodburn Fiesta Mexicana**

Jim gave a brief history of the Fiesta and why the city became committed to see the event continue. This event, which will be held on August 6, 7 and 8 has a 45 year tradition and will now continue through the efforts of many community leaders and businesses. He shared that the planning was going significantly well thanks to a solid group of people getting involved in various committees; marketing/finance, vendor, entertainment, security and fiesta court. The committee members, along with the city, are committed to maintain the Fiesta’s cultural significance while making it appealing and affordable for all demographics. This year’s entrance fee has been significantly lowered to \$3 for adults and \$1 per child. Jim stated that since there were no carnival companies available for the Fiesta dates, the committee has decided to create a Children’s Fun Center with various inflatable bounce toys, a rock climbing wall, entertainers, clowns, art and crafts booths. The concept is to provide free activities along with ones that have a fee, providing something for all families. While plans are being made to change a few things, the traditional parade, adult soccer tournament and court will continue. Plans to add Walt’s Run and a youth soccer game is being worked out as well. Vendor booth cost will be lower, which in turn will make the price of food and non-food items affordable for families. Jim also shared that the

traditional radio station for the Fiesta has been Dallas KWIP, but this year they have partnered with Woodburn La Pantera KWBY to better serve the event. The Woodburn Fiesta Mexicana website is in the early stages of development. A sponsorship program is in place to help the city recover all costs incurred from the event.

### **Land and Water Conservation Fund Grant Program**

Jim gave a brief history on the grant timeline and application process. He then showed a few PowerPoint slides he presented to the grant committee. It included a rendering of the proposed playground with dinosaur bone swings and climbing equipment. The theme of the park follows the history of Woodburn's involvement in archeological digs. He said that the grant committee's main concern were parking and walking accessibility. Jim shared with the grant committee that Dan Brown, Public Works Director had submitted an ODOT grant that if awarded would provide funds for the design of a boardwalk trail system for Wyffels Park. Rosetta shared that she had written a mini grant to Woodburn Together and had been awarded a \$1,000 for the Wyffels Park project.

## 6. **NEW BUSINESS**

a. None.

## 7. **DIVISION REPORTS FROM DEPARTMENT**

### **Aquatics – Debbie Wadleigh**

Debbie reported an increased participation during Spring Break with interest in swimming lessons. Chemeketa Community College brought in 22 participants through their credited swim class this session. Her staff is gearing up for April Pools Day, a water safety event taking place during open swim, Saturday, April 10<sup>th</sup> from 2:30 – 3:30pm. The day involves hands-on, self and staff taught and video driven activities. By children, adults and families participating in all activities they will receive two raffle tickets, one good towards a free session of swim lessons and the other good towards a free lifejacket. The Eggstravanganza activity on April 1<sup>st</sup>, was well received by participants. She is busy developing programs for the summer edition Out and About activity guide. Debbie shared that Stu and her were participating in several community health and safety fairs.

### **Recreation – Stu Spence**

Youth Sports – T-Ball and Toss-Ball are underway with about 75 total players ages 3-7.

Adult Sports – Shootout SportsPlex in Hubbard is recruiting teams for Adult Soccer and they have a verbal commitment for 3 teams, but we need 8 teams to have a league. Deadline will be adjusted to accommodate late sign-ups. Co-ed Softball starts in June and we have partnered with Mt. Angel teams this year and the season have been extended to 8 weeks for \$450.00

Youth Advisory Board – had a successful talent show with 80 in attendance and their efforts raised \$125.00 for Red Cross for Haiti relief. They are volunteering at the Woodburn Pediatric Clinic reading to young children waiting to see the doctor. The YAB will also be participating in a Woodburn School Health Fair and the Day of the Child event this month.

PAL Grant – We have hired our AmeriCorps member to come on ½ time as the new Mentor Program Coordinator. She will be in charge of recruiting at least 50 local youth into the program that will meet with their mentors on a weekly basis. Kate is currently at training in Baltimore and will begin her duties when she gets back to launch the program. She will remain AmeriCorps through July 15 and do both jobs until then working 50 hours per week.

Easter Egg Hunt – Over 1,000 people in attendance and over 2,000 eggs at Legion Park on Thursday, April 1, 2010. This was a successful event, but next year will have a plan in place to provide eggs/treats for kids who didn't find any.

Day of the Child – This event will be held April 25<sup>th</sup> from noon – 8:00 p.m. in partnership with La Pantera.

Pitch Hit and Run – This skills competition event will take place with the baseball club on April 24<sup>th</sup>, 10:00 a.m. at Centennial Park.

Arbor Day – This Tree Give-a-Way activity held on May 1<sup>st</sup> at Settlemier Park is possible thanks to the Networking Club of Woodburn. There will also be a coloring contest and educational opportunities.

### **Parks & Facilities** – Jim Row

#### **Mill Creek Greenway**

Jim reported that the ground is too wet for any work to be done, and permits are pending for the section of trail to the south of Wilson Street.

#### **Centennial Park**

A lot of work has been accomplished, but they are now waiting for the delivery of maintenance, concession and picnic shelter buildings. The structural permits will then be issued. The backstop fencing engineering has been completed and will be installed soon. Jim explained the issue involving the wet soils, drainage system and catch basins. He reported that drinking fountains are being installed in the three major parks; Legion, Settlemier and Centennial.

## **8. FUTURE BOARD BUSINESS**

None.

## **9. BOARD COMMENTS**

Zandi Cox - commented on maintenance concerns in the Centennial Park restrooms, and a need to create and maintain a safe pathway for spring baseball activities.

## **10. ADJOURNMENT**

Adjournment of the meeting was 8:05 p.m.

\_\_\_\_\_  
Joseph Nicoletti, Board Secretary

\_\_\_\_\_  
Paulette Zastoupil, Recording Secretary

Date\_\_\_\_\_

Date\_\_\_\_\_

**City of Woodburn**  
**Public Library Board Minutes**  
April 21, 2010 • 7:00 p.m.



1. **CALL TO ORDER**

The meeting and was called to order at 7:00 p.m.  
Nancy Kirksey; President was absent, Neal Hawes; Vice-President conducted the meeting.

2. **ROLL CALL**

Position I	J.D. Mitchoff (12/10)	Present
Position II	Kristen Berkey (12/10)	Present
Position III	Nancy Kirksey, President (12/13)	Absent
Position IV	Neal Hawes, Vice-President (12/11)	Present
Position V	Willis Grafe (12/13)	Present
Position VI	Phyllis McKean (12/12)	Present
Position VII	vacant (Student Member)	

3. **MINUTES**

**JD Mitchoff** - Motion to accept the minutes as written. The motion passed unanimously.

4. **BUSINESS FROM THE PUBLIC**

None

5. **OLD BUSINESS**

Local Option Cards – John Hunter

John reported that 2 types of Local Option cards would be offered from the Woodburn Public Library collection only, each with a yearly fee. A \$15.00 Option card would allow a patron to check out a maximum of 10 items at a given time and a \$25.00 Option card would allow a maximum of 25 items. John explained that because the Library is part of a cooperative library service that shares automated systems, he needed to make sure this new option wouldn't impact other libraries in the cooperative. The logistics of this program was difficult, but in working with Janet Snowhill, CCRLS Automation, two new patron types for the Local Option cards were set up. John shared that during the April CCRLS Directors meeting, several Local Option card issues were discussed; 1) items checked out through this program needed to be considered non-reimbursable through CCRLS 2) debts owed through this program need to be collected through an independent process. John explained why items checked out through the Local Option cards would not be covered through the CCRLS debt collection process and that to stay financially responsible, he would look into a debt collection agency that would fit the Local Option card criteria. John hopes to have everything ready by the time school is out for the summer. Discussion took place on debt collection and recovery due to theft and the

possibility of offering insurance coverage for a minimal patron charge to cover lost or stolen items. John said he would investigate both of these issues.

6. **BOARD REPORT**

Friends of the Library Report – Willis Grafe

Willis reported that Music in the Park entertainment has been scheduled. He stated that Friends of the Library members, Bruce Thomas, and Jim Ferguson were soliciting new sponsorships to cover costs of this weekly summer program. John shared that all band contracts have been sent and are expected back soon.

A market component will be added to this popular summer program. The market will begin at 5:30 p.m. in the downtown plaza, and music will begin at Library Park at 7:00 p.m. Discussion took place on the permit and insurance process for the market. John stated that anyone interested in participating as a vendor for the market component can pick up the application at Woodburn Chamber of Commerce. John stated that informational links were on the City, Library and Chamber websites.

Willis reported that the new book shelf, located in the Friends corner is generating revenue. He publicly encouraged anyone interested to become a member of Friends of the Library and get involved. John thanked the public for all the donated materials that has been given to the Library. These donated materials are processed by Friends of the Library members and either distributed or sold to support library programs.

7. **NEW BUSINESS**

None

8. **MANAGER REPORTS**

January – March Statistics – John Hunter

John reviewed the monthly statistics compared to 2009 found that January was up 7 % and February up 14%. Library and computer use continues to increase.

Construction Project - John Hunter

John gave the Board a packet showing the current Library construction project in the upstairs at the library. He explained how this previously used storage area will expand into an area for laptop use, periodical and newspaper reading and become a quiet, productive area for patron use. New tables with electrical outlets, chairs and shelving have been ordered for this space.

This project will open a downstairs area into a dedicated teen area and a new audiovisual area. The teen area will have two flat screen monitors, video players, Wii or other gaming consoles and a non-fiction collection. The audiovisual area will feature the most popular collection of audiovisual material and provide an easier access for patrons. Discussion took place on the types and use of audio material currently offered.

John stated that because of increased Wi-Fi laptop use, a professional wireless component has been installed in the existing wireless router system. This opened discussion on new advanced technology and a video John created showcasing the Library and the construction project. The video link is posted on the Library's website and the Library's Facebook page. The Board expressed

the desire to have a Training Day Program and how a video could be a future tool displaying “how-to” training clips or links to training videos on the use of new technology. John explained that with the increase opportunities and need to download and upload files, the use of Library2Go, iPods and Sony, Kindell, EBook readers creates the need for such technology training for patrons as well as staff.

**Honored Volunteer** – John Hunter

John recognized Audrey Pister and her daughters, Audrey & Emma as the Honored Volunteer(s) for this quarter. They have been delivering items to homebound patrons for several years. Homebound patrons are people who are not able to come to the library to select their materials. Librarians select items, based on the patron’s preferences, and these items are delivered by volunteers. When Audrey and her daughters began doing deliveries for this program, there were six local residents enrolled. Today, the program has expanded to provide service to seventeen residents. Even though the program has nearly tripled, the Pister’s have never complained. Twice each month Audrey and her girls pick up items to be delivered and return the items patrons are finished using. They never fail to have a smile on their face and a pleasant, uplifting attitude. They are a ray of sunshine in the lives of our homebound patrons and for all of us at the library. This family is a perfect example of the generous spirit all our library volunteers have.

The Board expressed that they would like these future honored volunteers to receive a certificate and be recognized at future meetings.

John reminded the community that if they have the time to volunteer and are 55+ years to call Susan Fofana-Dura, RSVP Director for the Retired and Senior Volunteer Program for Marion County at 503-982-5255 for volunteer opportunities in the area.

John shared other opportunities he would have to share information about the new teen website and library projects through various School District activities; Family University Night, Teen Health Fair and Middle School Career Fair.

9. **FUTURE BOARD BUISNESS**

Next scheduled meeting is July 14, 2010

10. **ADJOURNMENT**

Neal Hawes, Vice President adjourned the meeting at 7:57 p.m.

Woodburn Police Dept.

DATE: 5/05/2010 PAGE 1

TIME: 15:16:46 PL6860

LINDAEU

MONTHLY CRIMINAL OFFENSES FOR JANUARY THRU APRIL 2010

ORI#: OR0240500 WPD

RESULTS FOR ALL OFFENSES

DATE USED: CASE REPORTED DATE

CHARGE DESCRIPTION

JAN FEB MAR APR

TOTAL

CHARGE DESCRIPTION	TOTAL	JAN	FEB	MAR	APR
AGGRAVATED ASSAULT	5	1	1	3	0
ANIMAL CRUELTY	1	0	1	0	0
ANIMAL ORDINANCES	5	0	3	2	0
ARSON	5	0	2	2	1
ASSAULT SIMPLE	34	9	12	9	4
BURGLARY - BUSINESS	20	3	5	8	4
BURGLARY - OTHER STRUCTURE	15	5	2	3	5
BURGLARY - RESIDENCE	31	12	7	9	3
CHILD NEGLECT	2	0	0	2	0
CRIME DAMAGE-NO VANDALISM OR ARSON	91	33	20	26	12
CRIMINAL MISTREATMENT	1	0	0	0	1
CURFEW	2	1	0	0	1
CUSTODY - DETOX	1	0	1	0	0
CUSTODY - MENTAL	16	7	3	4	2
DISORDERLY CONDUCT	13	5	5	2	1
DRIVING UNDER INFLUENCE	16	2	2	7	5
DRUG LAW VIOLATIONS	26	4	7	6	9
DWS/REVOKED - FELONY	1	1	0	0	0
DWS/REVOKED-MISDEMEANOR	9	2	2	4	1
ELUDE	4	0	1	2	1
EMBEZZLEMENT	1	1	0	0	0
ESCAPE FROM YOUR CUSTODY	1	0	1	0	0
FAIL TO DISPLAY OPERATORS LICENSE	2	0	0	0	2
FAMILY-OTHER	1	1	0	0	0
FORCIBLE RAPE	1	0	1	0	0
FORGERY/COUNTERFEITING	19	5	2	8	4
FRAUD - BY DECEPTION/FALSE PRETENSES	1	1	0	0	0
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	13	7	1	2	3
FRAUD - IMPERSONATION	3	0	1	1	1
FUGITIVE ARREST FOR ANOTHER AGENCY	55	16	19	11	9
FURNISHING	4	3	0	0	1
GARBAGE LITTERING	4	0	0	2	2
HIT AND RUN FELONY	2	0	0	0	2
HIT AND RUN-MISDEMEANOR	42	11	9	13	9
IDENTITY THEFT	5	1	0	3	1

INTIMIDATION /OTHER CRIMINAL THREAT	7	6	3	2
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	0	1	0	1
LICENSING ORDINANCES	0	0	1	0
MINOR IN POSSESSION	3	2	0	6
MISCELLANEOUS	10	4	5	6
MOTOR VEHICLE THEFT	11	7	5	2
OTHER	5	5	5	5
PROPERTY - FOUND LOST MISLAID	9	2	6	2
RECKLESS DRIVING	0	0	2	3
RESTRAINING ORDER VIOLATION	0	0	1	1
ROBBERY - BUSINESS	0	1	1	1
ROBBERY - HIGHWAY	0	0	0	1
ROBBERY - OTHER	1	0	0	0
RUNAWAY	1	2	5	3
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	0	0	1	1
SEX CRIME - EXPOSER	0	0	1	0

woodburn Police Dept.  
 DATE: 5/05/2010  
 TIME: 15:16:46  
 ORI#: OR0240500 WPD  
 DATE USED: CASE REPORTED DATE  
 CHARGE DESCRIPTION

PAGE 2  
 PL6860  
 LINDAEU

MONTHLY CRIMINAL OFFENSES FOR JANUARY THRU APRIL 2010

RESULTS FOR ALL OFFENSES

CHARGE DESCRIPTION	TOTAL	JAN	FEB	MAR	APR
SEX CRIME - MOLEST (PHYSICAL)	13	5	6	1	1
SEX CRIME - NON FORCE SODOMY	1	0	0	0	1
SEX CRIME - NON-FORCE RAPE	1	0	0	1	0
SEX CRIME - PORNOGRAPHY/OBSCENE MATERIAL	1	0	1	0	0
STOLEN PROPERTY - RECEIVING, BUYING, POSSESSING	1	1	0	0	0
SUICIDE	3	1	2	0	0
THEFT - BICYCLE	3	1	1	0	1
THEFT - BUILDING	15	1	4	6	4
THEFT - FROM MOTOR VEHICLE	110	46	21	28	15
THEFT - MOTOR VEHICLE PARTS/ACCESSORIES	19	11	6	1	1
THEFT - OTHER	38	13	8	12	5
THEFT - PICKPOCKET	2	1	0	0	1
THEFT - PURSE SNATCH	1	1	0	0	0
THEFT - SHOPLIFT	33	7	4	14	8
TRAFFIC VIOLATIONS	48	11	8	18	11
TRESPASS	22	5	6	6	5
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	51	18	7	19	7
VANDALISM	97	31	17	26	23
VEHICLE RECOVERD FOR OTHER AGENCY	4	3	0	0	1

WARRANT ARREST FOR OUR AGENCY	7	0	0	0	7
WEAPON - CARRY CONCEALED	4	0	2	1	1
WEAPON - EX FELON IN POSSESSION	1	0	1	0	0
WEAPON - POSSESS ILLEGAL	2	2	0	0	0

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		TOTAL:	336	232	298	210
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0	0	0	0	1076	2010 TOTAL:	336	232	298	210	0	0	0	0
0	0	0	0	1171	2009 TOTAL:	276	297	289	309	0	0	0	0
0	0	0	0	1277	2008 TOTAL:	323	362	299	293	0	0	0	0

Woodburn Police Dept.

DATE: 5/05/2010  
 TIME: 15:17:18  
 ORI#: OR0240500 WPD  
 CHARGE DESCRIPTION

PAGE 1  
 PL6850  
 LINDAEU

MONTHLY ARRESTS BY OFFENSE FOR JANUARY THRU APRIL 2010

RESULTS FOR ALL CHARGES  
 JAN FEB MAR APR

CHARGE DESCRIPTION	TOTAL	JAN	FEB	MAR	APR
AGGRAVATED ASSAULT	2	0	1	1	0
AGGRAVATED MURDER	0	0	0	0	0
ANIMAL CRUELTY	0	0	0	0	0
ANIMAL ORDINANCES	5	0	3	2	0
ARSON	1	0	1	0	0
ASSAULT SIMPLE	41	8	19	11	3
ATTEMPTED MURDER	0	0	0	0	0
BOMB THREAT	0	0	0	0	0
BRIBERY	0	0	0	0	0
BURGLARY - BUSINESS	0	0	0	0	0
BURGLARY - OTHER STRUCTURE	3	2	0	1	0
BURGLARY - RESIDENCE	10	2	2	6	0
CHILD ADBANDOMENT	0	0	0	0	0
CHILD NEGLECT	15	12	0	3	0
CITY ORDINANCE	0	0	0	0	0
COMPUTER CRIME	0	0	0	0	0
CRIME DAMAGE-NO VANDALISM OR ARSON	7	4	3	0	0
CRIMINAL MISTREATMENT	1	0	0	0	1
CURFEW	3	2	0	0	1
CUSTODIAL INTERFERENCE	0	0	0	0	0
CUSTODY - DETOX	1	0	1	0	0
CUSTODY - MENTAL	16	7	3	4	2
CUSTODY - PROTECITVE	0	0	0	0	0
DISORDERLY CONDUCT	21	3	12	4	2
DOCUMENTATION	0	0	0	0	0
DRINKING IN PUBLIC	0	0	0	0	0
DRIVING UNDER INFLUENCE	16	2	2	7	5
DRUG LAW VIOLATIONS	32	6	7	8	11
DRUG PARAPHERNALIA	1	1	0	0	0
DWS/REVOKED - FELONY	1	1	0	0	0
DWS/REVOKED-MISDEMEANOR	9	2	2	4	1
ELUDE	3	0	1	1	1
EMBEZZLEMENT	0	0	0	0	0
ESCAPE FROM YOUR CUSTODY	1	0	1	0	0
EXPLOSIVES	0	0	0	0	0
EXTORTION/BLACKMAIL	0	0	0	0	0

0				
FAIL TO DISPLAY OPERATORS LICENSE	0	0	0	2
2				
FAILURE TO REGISTER AS SEX OFFENDER	0	0	0	0
0				
FAMILY-OTHER	10	0	0	0
FORCIBLE RAPE	0	0	0	0
0				
FORGERY/COUNTERFEITING	1	1	3	0
5				
FRAUD - ACCOUNT CLOSED CHECK	0	0	0	0
0				
FRAUD - BY DECEPTION/FALSE PRETENSES	0	0	0	0
0				
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	1	0	1	0
2				
FRAUD - IMPERSONATION	0	1	0	0
1				
FRAUD - NOT SUFFICIENT FUNDS CHECK	0	0	0	0
0				
FRAUD - OF SERVICES/FALSE PRETENSES	0	0	0	0
0				
FRAUD - WIRE	0	0	0	0
0				
FRAUD-OTHER	0	0	0	0
0				
FUGITIVE ARREST FOR ANOTHER AGENCY	19	18	11	8
56				
FURNISHING	3	0	0	0
3				
GAMBLING - GAMES	0	0	0	0
0				

Woodburn Police Dept.

PAGE 2

DATE: 5/05/2010

PL6850

TIME: 15:17:18

MONTHLY ARRESTS BY OFFENSE FOR JANUARY THRU APRIL 2010

LINDAEU

ORI#: OR0240500 WPD

RESULTS FOR ALL CHARGES

CHARGE DESCRIPTION

JAN FEB MAR APR

TOTAL

-----				
GAMBLING - OTHER	0	0	0	0
0				
GARBAGE LITTERING	0	0	2	3
5				
HIT AND RUN FELONY	0	0	0	0
0				
HIT AND RUN-MISDEMEANOR	1	0	1	2
4				
IDENTITY THEFT	1	0	1	0
2				
ILLEGAL ALIEN - INS HOLD	0	0	0	0
0				
INTIMIDATION /OTHER CRIMINAL THREAT	4	7	2	3
16				
INVASION OF PERSONAL PRIVACY	0	0	0	0
0				
INVOLUNTARY SERVITUDE/HUMAN TRAFFICKING	0	0	0	0
0				
JUSTIFIABLE HOMICIDE	0	0	0	0
0				
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	0	0	0	1
1				
KIDNAP - FOR RANSOM	0	0	0	0
0				
KIDNAP - HI-JACK,TERRORIST	0	0	0	0
0				
KIDNAP - HOSTAGE/SHIELD OR REMOVAL/DELAY WITNESS	0	0	0	0
0				
LICENSING ORDINANCES	0	0	1	0
1				
LIQUOR LAW-OTHER	0	0	0	0
0				
LIQUOR LICENSE VIOLATIONS	0	0	0	0
0				
MINOR IN POSSESSION	5	2	0	12
19				
MINOR IN POSSESSION - TOBACCO	0	0	0	0
0				

MINOR ON PREMISES	0	0	0	0
MISCELLANEOUS	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	1
NEGLIGENT HOMICIDE - TRAFFIC	1	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
NON CRIMINAL DOMESTIC DISTURBANCE	0	0	0	0
OTHER	0	5	3	4
OTHER TRAFFIC CRIME	19	0	0	0
PROPERTY - FOUND LOST MISLAID	0	0	0	0
PROPERTY RECOVER FOR OTHER AGENCY	0	0	0	0
PROSTITUTION - COMPEL	0	0	0	0
PROSTITUTION - ENGAGE IN	0	0	0	0
PROSTITUTION - PROMOTE	0	0	0	0
PUBLIC HEALTH AND SAFETY ORDINANCES	0	0	0	1
RECKLESS DRIVING	1	0	0	2
RESTRAINING ORDER VIOLATION	5	0	1	1
ROBBERY - BANK	2	0	0	0
ROBBERY - BUSINESS	0	0	1	0
ROBBERY - CAR JACKING	2	0	0	0
ROBBERY - CONV.STORE	0	0	0	0
ROBBERY - HIGHWAY	0	0	0	1
ROBBERY - OTHER	1	1	0	0
ROBBERY - RESIDENCE	1	0	0	0
ROBBERY - SERVICE STATION	0	0	0	0
RUNAWAY	0	0	1	1
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	3	0	0	0
SEX CRIME - EXPOSER	1	0	0	0
SEX CRIME - FORCIBLE SODOMY	0	0	0	0
SEX CRIME - INCEST	0	0	0	0
SEX CRIME - MOLEST (PHYSICAL)	0	3	2	0
SEX CRIME - NON FORCE SODOMY	6	0	0	0
SEX CRIME - NON-FORCE RAPE	1	0	0	0
SEX CRIME - OBSCENE PHONE CALL	0	0	0	0

woodburn Police Dept.  
 PAGE 3  
 DATE: 5/05/2010  
 PL6850  
 TIME: 15:17:18  
 LINDAEU

MONTHLY ARRESTS BY OFFENSE FOR JANUARY THRU APRIL 2010

ORI#: OR0240500 WPD RESULTS FOR ALL CHARGES  
 CHARGE DESCRIPTION JAN FEB MAR APR

TOTAL	JAN	FEB	MAR	APR
SEX CRIME - OTHER	0	0	0	0
SEX CRIME - PORNOGRAPHY/OBSCENE MATERIAL	0	1	0	0
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	1	0	0	0

STALKER	0	0	0	0	0								
STOLEN PROPERTY - RECEIVING, BUYING, POSSESSING	0	0	0	0	0								
SUICIDE	0	0	0	0	0								
THEFT - BICYCLE	0	0	0	0	0								
THEFT - BUILDING	8	2	2	4	0								
THEFT - COIN OP MACHINE	0	0	0	0	0								
THEFT - FROM MOTOR VEHICLE	5	3	0	0	2								
THEFT - MOTOR VEHICLE PARTS/ACCESSORIES	0	0	0	0	0								
THEFT - OTHER	9	2	3	3	1								
THEFT - PICKPOCKET	0	0	0	0	0								
THEFT - PURSE SNATCH	1	1	0	0	0								
THEFT - SHOPLIFT	27	10	4	8	5								
TRAFFIC ORDINANCES	0	0	0	0	0								
TRAFFIC VIOLATIONS	43	10	8	17	8								
TRESPASS	17	3	5	4	5								
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	3	3	0	0	0								
VANDALISM	10	1	5	0	4								
VEHICLE RECOVERD FOR OTHER AGENCY	0	0	0	0	0								
WARRANT ARREST FOR OUR AGENCY	7	0	0	1	6								
WEAPON - CARRY CONCEALED	5	0	2	2	1								
WEAPON - EX FELON IN POSSESSION	1	0	1	0	0								
WEAPON - OTHER	0	0	0	0	0								
WEAPON - POSSESS ILLEGAL	2	1	0	0	1								
WEAPON - SHOOTING IN PROHIBITED AREA	0	0	0	0	0								
WILLFUL MURDER	0	0	0	0	0								
ZONING ORDINANCE	0	0	0	0	0								
-----													
0	0	0	0	498	2010 TOTAL:	142	126	122	108	0	0	0	0
0	0	0	0	674	2009 TOTAL:	136	199	169	170	0	0	0	0
0	0	0	0	740	2008 TOTAL:	197	207	164	172	0	0	0	0

**CITY OF WOODBURN**  
**Community Development**

**MEMORANDUM**

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

**Date:** April 19, 2010

**To:** Jim Hendryx, Economic and Development Services Director

**From:** Building Division

**Subject:** Building Activity for March 2010

	2008		2009		2010	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	2	\$483,336	0	\$0	0	\$0
Multi-Family Residential	21	\$7,292,144	0	\$0	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	3	\$69,790	4	\$83,500	3	\$23,029
Industrial	0	\$0	3	\$420,700	0	\$0
Commercial	10	\$479,330	5	\$316,553	16	\$501,099
Signs and Fences	1	\$1,500	1	\$8,000	0	\$0
Manufactured Homes	0	\$0	1	\$19,500	1	\$40,000
<b>TOTALS</b>	37	\$8,326,100	14	\$848,253	20	\$564,128
<b>Fiscal Year to Date (July 1 – June 30)</b>		<b>\$32,425,018</b>		<b>\$7,848,867</b>		<b>\$8,462,249</b>

**CITY OF WOODBURN**  
**Community Development**

**MEMORANDUM**

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

**Date:** May 1, 2010

**To:** Jim Hendryx, Economic and Development Services Director

**From:** Building Division

**Subject:** Building Activity for April 2010

	2008		2009		2010	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	2	\$407,182	2	\$346,740	0	\$0
Multi-Family Residential	0	\$0	1	\$20,000	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	1	\$450,000
Residential Adds & Alts	1	\$1,000	3	\$17,848	5	\$95,662
Industrial	1	\$60,000	0	\$0	1	\$26,000
Commercial	4	\$88,300	8	\$362,200	10	\$120,790
Signs and Fences	0	\$0	0	\$0	1	\$15,538
Manufactured Homes	0	\$0	1	\$19,500	0	\$0
<b>TOTALS</b>	8	\$556,482	15	\$766,288	18	\$707,990
<b>Fiscal Year to Date (July 1 – June 30)</b>		<b>\$32,981,500</b>		<b>\$8,615,155</b>		<b>\$9,170,239</b>

# COMMUNITY SERVICES DEPARTMENT STATISTICS

## MARCH 2010

### Recreation Services Division

	<u>Mar-09</u>	<u>Mar-10</u>	<u>2009 YTD</u>	<u>2010 YTD</u>
Revenue:	\$3,632.16	\$12,621.65	\$94,519.15	\$101,584.89
Expenditures:	\$17,539.59	\$27,248.30	\$216,767.48	\$255,818.06
<u>Program Attendance:</u>				
Youth Sports:	0	240	1,172	1,567
Adult Sports:	194	384	1,198	1,950
Youth Programs:	0	0	427	190
Adult Programs:	0	27	142	143
Teen Programs:	354	0	4,304	7,527
After School Club:	1,730	1,718	14,585	11,288
Special Events:	250	0	3,088	2,220
<b>TOTAL:</b>	<b>2,528</b>	<b>2,369</b>	<b>24,861</b>	<b>27,085</b>

### Aquatics Division

	<u>Mar-09</u>	<u>Mar-10</u>	<u>2009 YTD</u>	<u>2010 YTD</u>
Revenue:	14,872.06	20,972.22	144,431.52	135,176.52
Expenditures:	45,036.46	48,173.32	462,701.67	474,767.87
Cost Recovery:	33%	44%	31%	28%
Attendance:	5,117	5,819	45,505	49,736
<u>Lesson Enrollment:</u>				
Group:	95	100	902	836
Adults:	9	22	15	77
Private:	2	4	68	26
4th Grade:	0	0	287	467
<b>TOTAL:</b>	<b>106</b>	<b>126</b>	<b>1,272</b>	<b>1,406</b>

### Library Division

	<u>Mar-09</u>	<u>Mar-10</u>	<u>2009 YTD</u>	<u>2010 YTD</u>
Revenue:	17,930.31	2,520.66	105,857.61	61,697.35
Expenditures:	83,003.07	84,323.55	764,736.37	734,149.50
<u>Library Attendance:</u>	21,196	15,117	152,652	140,737
<u>Library Circulation:</u>	12,700	13,683	103,986	118,764
<u>Adult Program Count:</u>	0	1	23	20
<u>Adult Attendance:</u>	0	6	3,910	2,333
<u>Youth Service Program Count:</u>	35	29	213	235
<u>Youth Service Attendance:</u>	763	558	5,236	5,227
<u>Database Usage:</u>	479	1,986	13,710	7,584
<u>Adult Computer Usage:</u>	5,098	4,076	37,643	31,698
<u>Youth Services Computer Usage:</u>	1,201	924	8,233	8,492
<u>Room Reservations</u>	15	83	83	116
<u>New Adds:</u>	643	653	3,993	4,539
<u>Volunteer Hours Worked:</u>	108	83	845	1,050



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator  
FROM: Jim Row, Community Services Director  
SUBJECT: **Teen Center Agreement**

## **RECOMMENDATION:**

It is recommended that the City Council authorize the City Administrator to execute on behalf of the City a management agreement with the Boys and Girls Club of Salem, Marion, and Polk Counties according to the terms outlined in the staff report in a form acceptable to the City Attorney.

## **BACKGROUND:**

The City has a seven year history of providing after school teen programming. Upon award of a federal "Drug Free Communities" grant in late 2002, the City began operating a teen drop-in program at the Legion and Settlemier Park facilities. The program, which was overseen by a full time program coordinator, ran uninterrupted for approximately 4 years. In mid 2006, federal funding expired, and the program closed.

In spring 2007, modest funding provided by Police Activities League and Woodburn Together grants, permitted the City to reopen the Legion Park site under very limited staffing. With the addition of federal "Weed & Seed" funding, the City was able to open the Settlemier Park Center in fall 2008. The general fund provided required "Weed & Seed" match through its modest support of the teen program. With these funding mechanisms in place, both centers operated every weekday from 3:30-7:30 PM until early 2010.

However, due to concerns raised late 2009 and early 2010, the City ceased operating the Teen Centers on February 2, 2010. This closure was initiated, pending an evaluation of the program's operating policies and procedures, oversight, programmatic activities, hiring practices, and overall security, in order to ensure that the program would meet the high standards expected of the community. A temporary arrangement was made with the Woodburn School

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Agenda Item Review: City Administrator  City Attorney  Finance

District to shift City Teen Center personnel to the after school programs at Valor and French Prairie Middle School, in order to ensure that Teen Center participants were provided with continued after school activities. This arrangement will continue through the remainder of the 2009-2010 school years.

Following the closure of the Teen Centers, the City initiated a discussion with the Boys and Girls Club of Salem, Marion, and Polk Counties regarding their ability to assist in the evaluation of the teen program. More importantly, the discussion focused on their interest in operating the program in partnership with the City. Since the Boys and Girls Club has significant experience providing after school teen programming and is actively working with the Woodburn community to establish their presence here, they agreed to take the project on. They submitted a proposal to partner with the City in the operation of the teen program in April 2010.

**DISCUSSION:**

The City will draft an agreement with the Boys and Girls Club to formalize this partnership. The major tenants of the agreement will include:

- o The agreement will be for a period concluding June 30, 2011, with the option to renew for a subsequent one year term.
- o The Boys and Girls Club will operate the Settlemier Park Teen Center four hours per day, Monday through Friday, a minimum of 45 weeks per year.
- o The Legion Park Center will remain closed, so that the Boys and Girls Club can invest adequate resources into the Settlemier Teen Center Program.
- o The Settlemier Center will be staffed by a Unit Director (29 hrs/ wk), Program Director (22.5 hrs/ wk), and Program Assistant (22.5 hrs/ wk).
- o The City will continue to pay all facility utility charges.
- o The City will continue to provide limited facility maintenance, janitorial, and information services support to the Settlemier Park Teen Center.
- o The City will remain a stakeholder in the operation of the teen program and will have input into programming decisions.
- o As available, the City will assign their AmeriCorps members to provide support to teen program activities offered at the Settlemier Park Teen Center.
- o The City will pay the Boys & Girls Club a monthly fee of \$4,725 for their services provided under the agreement.

**FINANCIAL IMPACT:**

The annual cost to the City under this agreement will be \$56,693. Currently, the City spends approximately \$55,000 annually on the Teen Program, with the general fund (leisure services) providing \$33,000 and the federal Weed & Seed grant providing \$22,000. The additional \$1,693 in agreement costs will be provided by general fund resources currently allocated to the leisure services program.



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator

FROM: Dan Brown, Public Works Director

SUBJECT: **"NO PARKING" SIGNS ON BROWN STREET**

**RECOMMENDATION:**

That Council adopts the attached resolution authorizing the installation of:

- Seven "NO PARKING" signs on the west side of Brown Street between Brown Court and Bridlewood Lane as shown in Figure #1.

**BACKGROUND:**

The Public Works Department has received citizen complaints and concerns regarding unsafe driving conditions resulting from private vehicles parking along the west side of Brown Street between Brown Court and Bridlewood Lane. The east side of Brown Street between Brown Court and Bridlewood Lane presently has "NO PARKING" signs, but the west side of Brown Street does not. Brown Street currently has a road width of 26' from curb to curb, with two 13' travel lanes. There is no safe place for vehicles to park on either side of the street through this section of Brown Street. A normal parking space has a minimum width of 7 Feet. If parking was allowed in this section of Brown Street the remaining width for travel lanes would be less than 10 Feet, which does not meet City standards and presents a public safety risk.

The Manual on Uniform Traffic Control Devices (MUTCD) indicates that "NO PARKING" sign(s) may be placed on streets where it is desirable to enforce "no parking" for safety and/or delivery purposes at the discretion of the convening authority.

It is recommended that the attached resolution be approved to allow the installation of seven "NO PARKING" signs as shown in attached "Figure #1" to provide safer traffic movements on this road section.

**DISCUSSION:**

This Council action was initially presented at the April 12, 2010 Council meeting. The Council voted to table this action due to insufficient public outreach and notice. The Public Works Department circulated a letter to 80 residences potentially impacted by eliminating on street parking along the west side of Brown Street. The notification letter requested that comments be returned to the Public Works Department by Tuesday, April 27, 2010.

The Public Works Department received one written comment and one verbal comment opposed to the eliminating on street parking along the west side of Brown Street. The written comment identifies that the elimination of on street parking will cause a hardship for the residents at 465 Brown Street because there is insufficient on site parking. Attached to this staff report is a copy of the correspondence and photograph of the duplex.

The verbal complaint received was from a Mr. Roberto Jaime of 660 Brown Street. Mr. Jaime stated that he was opposed to posting No Parking on Brown Street. When explained why the action was proposed, Mr. Jaime stated he understood and declined to document his concerns for the written record.

**FINANCIAL IMPACT:**

Estimated Cost for the installation of seven (7) signs is \$2,100. All estimated costs include materials and labor, which will be funded from the regular Street Maintenance Budget.

April 22 2010

Dear Eric Liljequist,

I received your letter that on May 10<sup>th</sup> on the Brower St you guys will put No parking signs.

In Duplex 465 lives a big family for 11 years already, There also lives a disabled person. Sometimes the person that takes care of the disabled person comes. The parking lot by the house is really narrow and always taken.

I have a question if you will put the sign no parking, then where should I park my vehicle.

By my house there's place under the trees but the police officers always tell us to move our vehicle, they say that under the trees there's suppose to be grass even though under those trees grass was never there. I'm asking you permission to rethink about this situation and solve this problem.

Can you give me some kind of written permission so I could park my car under the trees by my house and to police officers wouldn't make me move my vehicle, so I wouldn't park my car on the street.

Pavel Inzhikov.



415

415

SJW 306

77L 111

COUNCIL BILL NO. 2826

RESOLUTION NO. 1967

**A RESOLUTION DIRECTING THAT SEVEN "NO PARKING" SIGNS BE INSTALLED ON THE WEST SIDE OF BROWN ST. BETWEEN BROWN CT. AND BRIDLEWOOD LN**

**WHEREAS**, ORS Chapter 810 grants to the City of Woodburn, the authority to install regulatory traffic control signs within the City limits, and

**WHEREAS**, the City Council has received and considered the attached staff report recommending that seven "NO PARKING" signs be installed on Brown Street between Brown Ct. and Bridlewood Lane, **NOW, THEREFORE**,

**THE CITY OF WOODBURN RESOLVES AS FOLLOWS:**

**Section 1.** That seven "NO PARKING" signs be installed within the right-of-way on the west side of Brown Street between Brown Ct. and Bridlewood Lane.

**Section 2.** That placement of the "NO PARKING" signs is depicted in Figure 1 attached hereto.

Approved as to form: \_\_\_\_\_

City Attorney

Date

Approved: \_\_\_\_\_

Kathryn Figley, Mayor

Passed by Council \_\_\_\_\_

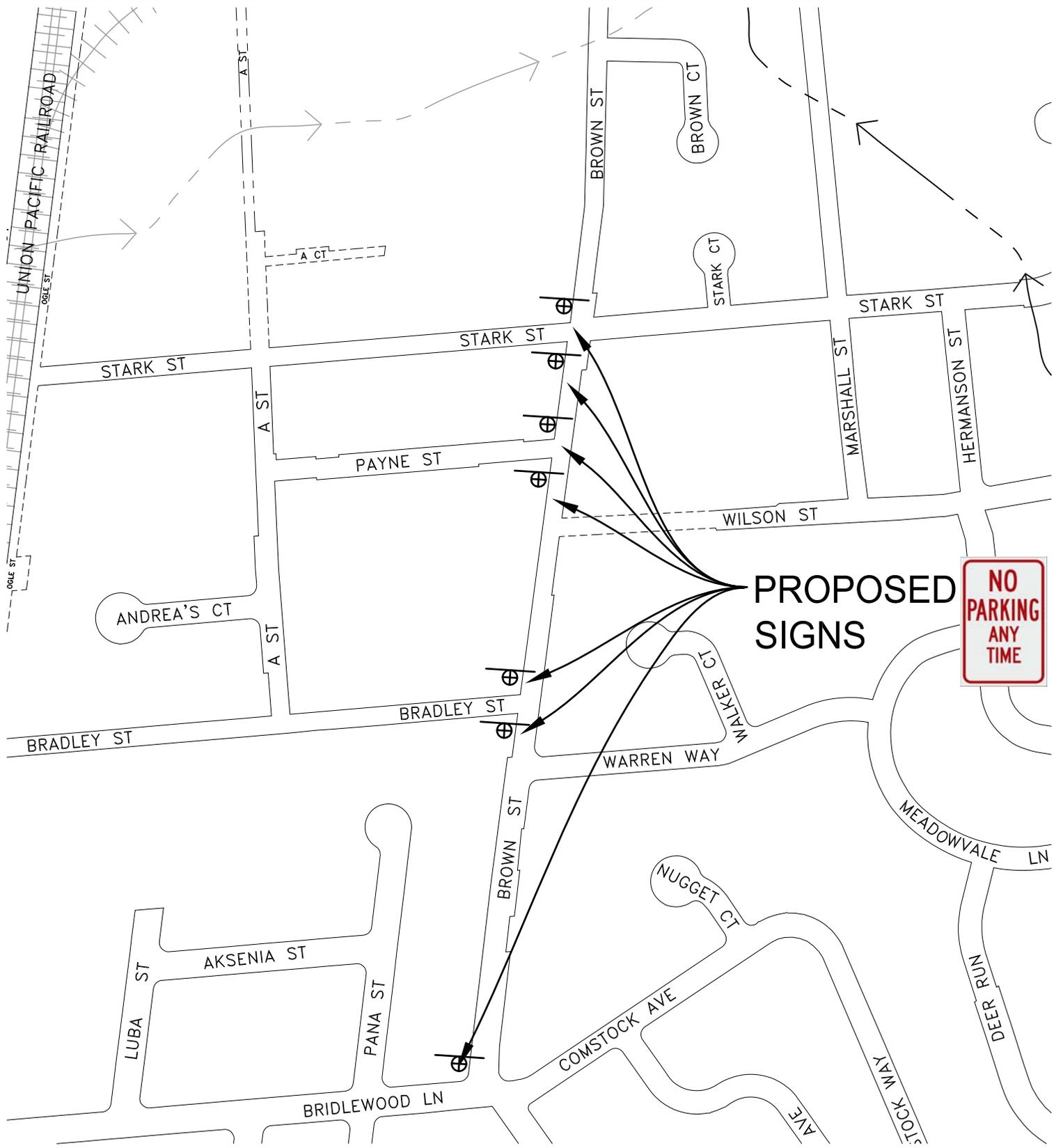
Submitted to the Mayor \_\_\_\_\_

Approved by the Mayor \_\_\_\_\_

Filed in the Office of the Recorder \_\_\_\_\_

ATTEST: \_\_\_\_\_

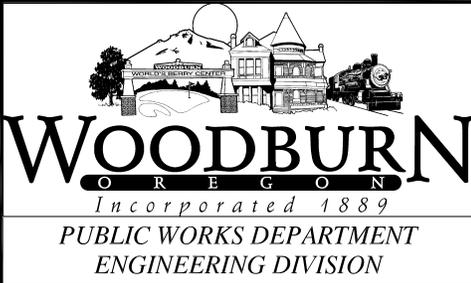
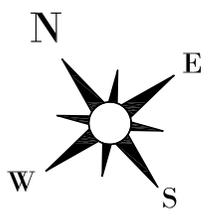
Christina Shearer, City Recorder  
City of Woodburn, Oregon



**PROPOSED NO PARKING SIGNS**

SCALE: NTS

PLOT DATE: 3.26.2010



# FIGURE 1

DATE: 3/26/2010



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council  
FROM: N. Robert Shields, City Attorney  
SUBJECT: **Ordinance Cleanup/Access to Ordinances Working Group**

**COUNCIL GOAL:**

Refine City Policies. Complete long-range financial plan; create clear municipal regulations and codes for greater understanding and eliminate unnecessary over-regulation.

**RECOMMENDATION:**

Adopt the attached “housekeeping” ordinance formally repealing three ordinances that have been repealed by implication.

**BACKGROUND:**

During the last several years, the City has made significant efforts to adopt and maintain a modern set of ordinances. In approximately the last five years, the following significant ordinances were passed by the City Council:

- (1) Park Exclusion Process
- (2) New Noise Regulations
- (3) New Public Contracting Rules
- (4) Urban Growth Boundary Amendment
- (5) New Regional Automated Information Network (RAIN) Agreement
- (6) Business Registration Revision
- (7) Police Training Assessment
- (8) Sewer and Water Outside City Boundaries
- (9) Tree Ordinance Revision
- (10) Police Inventory Searches
- (11) Library Rules of Conduct
- (12) Graffiti
- (13) New Building Code
- (14) Woodburn Development Ordinance (WDO) Amendments;
- (15) Tree Regulations

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

- (16) Newsrack Regulation
- (17) Municipal Judge Appointment Process
- (18) New Water Disconnection Procedures
- (19) New Animal Control Regulations
- (20) New Transportation Systems Development Charges (SDCs)
- (21) Rental Housing Regulations
- (22) New Garbage Franchise
- (23) Taxicab Regulations

At your March 8, 2010 meeting, the City Administrator and I discussed with the Council the formation of the Access to Ordinances Working Group. This group consists of the City Attorney, City Recorder, IS Manager and Executive/Legal Assistant and has been tasked to improve the usability and access to the ordinances. The implementation schedule discussed with the Council on March 8, 2010 is as follows:

<b>Task</b>	<b>Involved Staff</b>	<b>Time Frame</b>
1. Update existing Ordinance Compilation in present format.	City Attorney Executive/Legal Assistant	April 15, 2010
2. Develop new format for ordinance access. (Except for the "hard copies" maintained by the City Recorder, all Ordinance access will be electronic.)	City Attorney IS Manager Executive/Legal Assistant	May 29, 2010
3. Beta testing of new format.	City Attorney IS Manager	For first 30 days after new format is developed.
4. Training of Staff and Council on new format.	City Attorney City Recorder IS Manager	For first 30 days after new format is developed.
5. Future Ordinance revisions will be electronically incorporated into new format as they are made.	City Attorney City Recorder IS Manager	On an ongoing basis

Task 1 was completed and the updated Ordinance Compilation document has been delivered to the IS Manager, who is now in the process, with our input, of developing a different way of posting them on the web that is more user friendly (Task 2). The "housekeeping" ordinance before the Council tonight was delayed one meeting because of the decision not to have a second April meeting.

**DISCUSSION:**

The “housekeeping” ordinance before the Council tonight formally repeals three ordinances that were repealed by implication.

Ordinance 1588 required payment by developers into a park acquisition and development fund but was repealed by implication when the State of Oregon adopted statutory Systems Development Charges (“SDCs”).

Ordinance 1689 established a Growth Management Program but was repealed by implication when the City adopted new land use regulations nullifying it.

Ordinance 2056 established administrative fees for the processing of land use applications but was repealed by implication when the City adopted its Master Fee Schedule.

Repeal by implication is a doctrine of statutory interpretation that is not favored by the courts because it requires a judgment to be made as to what exactly was repealed. Passage of the “housekeeping” ordinance formally repeals the three ordinances and leaves no doubt as to their status.

**FINANCIAL IMPACT:**

None.

**COUNCIL BILL NO. 2827**

**ORDINANCE NO. 2467**

**AN ORDINANCE REPEALING CERTAIN UNNECESSARY ORDINANCES THAT WERE REPEALED BY IMPLICATION**

**WHEREAS**, the City has revised and redrafted many City Ordinances during the last few years; and

**WHEREAS**, Ordinance 1588 requires payment by developers into a park acquisition and development fund; and

**WHEREAS**, Ordinance 1588 was repealed by implication and no longer enforced when the State of Oregon statutorily adopted Systems Development Charges; and

**WHEREAS**, Ordinance 1689 established a Growth Management Program; and

**WHEREAS**, Ordinance 1689 was repealed by implication and no longer enforced when the City adopted land use regulations effectively nullifying it; and

**WHEREAS**, Ordinance 2056 established administrative fees for the processing of land use applications; and

**WHEREAS**, Ordinance 2056 was repealed by implication and no longer enforced when the City adopted its Master Fee Schedule; **NOW, THEREFORE,**

**THE CITY OF WOODBURN ORDAINS AS FOLLOWS:**

**Section 1.** Ordinance 1588 (the Park Acquisition and Development Fund Ordinance) is repealed.

**Section 2.** Ordinance 1689 (the Growth Management Program Ordinance) is repealed.

**Section 3.** Ordinance 2056 (the Land Use Administrative Fee Ordinance) is repealed.

Approved as to form: \_\_\_\_\_  
City Attorney Date

Approved: \_\_\_\_\_  
Kathryn Figley, Mayor

Passed by the Council \_\_\_\_\_

Submitted to the Mayor \_\_\_\_\_

Approved by the Mayor \_\_\_\_\_

Filed in the Office of the Recorder \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Christina Shearer, City Recorder  
City of Woodburn, Oregon



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator  
FROM: Jim Hendryx, Economic and Development Services Director  
SUBJECT: **Initiation of Legislative Amendment to Neighborhood Conservation Overlay District**

### City Council Goals

Redefine City policies – complete long-range plan; create clear municipal regulations and codes to create understanding – and eliminate unnecessary over-regulation.

### RECOMMENDATION:

Adopt the attached Resolution initiating a legislative amendment to the Neighborhood Conservation Overlay District.

### BACKGROUND:

The Historic Woodburn Neighborhoods Association submitted petitions (attachments A and B), requesting expansion of the Neighborhood Conservation Overlay District (NCOD). The petitions include a majority of property owners affected by the proposed expansion.

The NCOD was originally established as part of the 1998 Downtown Development Plan, resulting in amendments to the Woodburn Comprehensive Plan and Woodburn Zoning Ordinance. The primary intent of the NCOD is to preserve the “architectural integrity of Woodburn’s older (1890 – 1940) Neighborhoods”.

Generally, the area west of the Downtown Development and Conservation District (DDC) makes up the City’s oldest neighborhood and is included in the NCOD. The City’s commercial core is linked to this residential neighborhood’s educational, recreational and transportation services. Development within the NCOD is required to respect the history and traditions of the Community by meeting specific design standards that are consistent with those typically found in older central neighborhoods.

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

The Historic Woodburn Neighborhoods Association's petition would expand the Neighborhood Conservation Overlay District (NCOD) to include properties on the east side of Settlemier Street, south of Settlemier Park to approximately Parr Road/Front Street, and north on the west side of Settlemier Street to Garfield Street, including the historic Settlemier House. Ironically, the historic Settlemier House is not within the NCOD. Attachment B identifies current and proposed boundaries.

### **Process**

The Woodburn Comprehensive Plan includes overall goals and policies for the NCOD. The Woodburn Zoning Map identifies boundaries of the NCOD, and the Woodburn Development Ordinance establishes development standards for the NCOD. At issue for Council is the request by the Woodburn Historic Neighborhoods Association to expand the Overlay District boundaries of the NCOD. The Woodburn Development Ordinance (Section 4.101.17) provides that the City Council may initiate a legislative amendment to accomplish this.

Expanding the boundaries of the NCOD requires an amendment to the Woodburn Zoning map, and adjusting the boundaries of the Neighborhood Conservation Overlay District. Procedurally, this requires notice to the Department of Land Conservation and Development, public notice to affected and impacted property owners, and hearings before the Planning Commission and City Council. Scheduling of the amendment shall be balanced with workloads, but should occur in a prompt fashion.

### **FINANCIAL IMPACT:**

There are minimal financial impacts associated with the proposed amendment; specifically, the direct costs for notification are estimated at approximately \$300-\$500. Costs associated with staff preparing the necessary staff reports, etc, are not accounted for in this estimate, and those would be in addition to the direct costs noted above.

### **Attachments**

- Attachment A: Historic Woodburn Neighborhoods Association Petitions
- Attachment B: Second Petition for Boundary Expansion
- Attachment C: Map Identifying Petitioners
- Attachment D: Woodburn Zoning Map – Existing & Proposed NCOD Boundaries

**Petition in Support  
of Extending the Boundaries  
of the Woodburn Neighborhood Conservation Overlay District**

**To:**

**Mayor Kathy Figley  
Councilman Dick Pugh, Ward 1  
Councilman Mel Schmidt, Ward 2  
Councilman Pete McCallum, Ward 3  
Councilman Jim Cox, Ward 4  
Councilman Frank Lonergan, Ward 5  
Councilwoman Kristen Berkey, Ward 7**

**Sponsored by the Historic Woodburn Neighborhoods Association.**

**Background (Preamble):**

**The Woodburn Neighborhood Conservation Overlay District** was established with the adoption of the amended Woodburn Comprehensive Plan in October 2005. The stated goal of the district is to conserve the visual character and heritage of Woodburn's oldest and most central neighborhood and the city has applied certain standards and additional regulations (architectural guidelines) to these properties.

**The Historic Woodburn Neighborhoods Association** was formed in April 2008. The Association's goals are to preserve and protect the integrity and livability of Woodburn's historic neighborhoods, including preservation of architectural integrity of historical houses, preservation of trees and other natural features, and protecting against increasing noise pollution and non-residential traffic.

**The Settlemier House and other historic homes on the west side of Settlemier Avenue** were not included in the Woodburn Neighborhood Conservation Overlay District.

**Settlemier House played a central role** in the provenance of much of Woodburn's Victorian Era homebuilding, is the most easily-identifiable historic building in Woodburn and should be included in the district. Many other homes along Settlemier Avenue were built in the Victorian Era and provide a focus for study and enjoyment of the history of Woodburn. These homes should be included in the Conservation Overlay District.

**Many non-residents of these homes**, and residents of the Conservation Overlay District as it currently exists, are concerned about the preservation of the character of the historic neighborhood, the historic homes and other structures located in Woodburn along Settlemier Avenue.

**Petition:**

The Historic Woodburn Neighborhoods Association proposes that the properties that front on the west side of Settlemier Avenue be included in the Woodburn Neighborhood Conservation Overlay District by an expansion of its current boundaries.

The homeowners listed below agree that expansion of the Woodburn Neighborhood Conservation Overlay District to include properties fronting on Settlemier Avenue would be beneficial to both the City of Woodburn and the residents of Woodburn and we urge the Woodburn City Council to take such action as is necessary to expand the historic district, accordingly.

Thank you for your time and especially for your attention to safeguarding Woodburn's historic resources.

Owner Name and Address:

Signature:

Date:

ANTHONY + BERNADETTE KREWSON  
732 N 3RD ST  
WOODBURN

*B Krewson*

7/14/2009

AO ABOVE

*Anthony Krewson*

7-14-09

FRANK & CHERYL LONERGAN  
245 N 2ND  
WOODBURN OR

*Frank Lonergan*  
*Cheryl Lonergan*

7-14-09

7-14-09

Dagmar Kinne  
586 Grant St  
Woodburn, OR

*Dagmar Kinne*

07-14-2009

**AFFIDAVIT**

State of Oregon )  
County of Marion ) ss.

Subscribed to and sworn before me, on this 7<sup>th</sup> day of Nov. 2009, by Sue C. Corning, personally known to me or proved to me on the basis of satisfactory evidence to be the person who appeared before me:

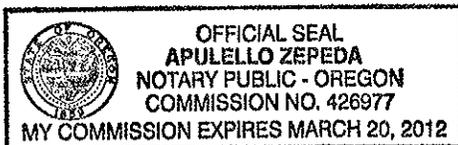
I, Sue C. Corning, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

DATED this 7<sup>th</sup> day of Nov. 2009.

Sue C. Corning  
Signature of Affiant

SWORN to and subscribed to before on this, the 7<sup>th</sup> day of July 2009.

Apulella Zepeda  
Notary Public for Oregon  
My Commission Expires: 3-20-2012



Owner Name and Address:

Signature:

Date:

RICHARD LOWRY  
CHERYL ECKERD  
479-5<sup>th</sup> ST  
WOODBURN

*Richard Lowry*

7/14/09

AS ABOVE

*Cheryl Eckerd*

7/14/09

George Gubbins  
488 West Lincoln  
Woodburn

*G. Gubbins*

7/14/09

Misty Schulz  
682 W. Lincoln St.  
Woodburn

*Misty Schulz*

7/14/09

EVERETT HEMSHORN  
112 N. SETHLEHNER AVE,  
WOODBURN 97071

*Everett Hemshorn*

7-14-09

~~Merrill Berlin  
479-5<sup>th</sup> St  
Woodburn, OR 97071~~

~~*Merrill Berlin*~~

~~7-14-09~~

above

\_\_\_\_\_

\_\_\_\_\_

SHARON C. CORNWIG  
485 GARFIELD ST.  
WOODBURN, OR 97071

*Sharon C. Cornwig*

8-11-09

AFFIDAVIT

State of Oregon )  
County of Marion ) ss.

Subscribed to and sworn before me, on this 16<sup>th</sup> day of Nov 2009, by Merrille Berlin, personally known to me or proved to me on the basis of satisfactory evidence to be the person who appeared before me:

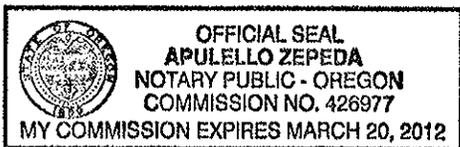
I, MERRILLIE BERLIN, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

DATED this 16<sup>th</sup> day of Nov 2009.

*Merrillie Berlin*  
Signature of Affiant

SWORN to and subscribed to before on this, the 16<sup>th</sup> day of Nov 2009.

*Apulelo Zepeda*  
Notary Public for Oregon  
My Commission Expires: 3-20-2012





# **Petition in Support of Extending the Boundaries of the Woodburn Neighborhood Conservation Overlay District**

To:

**Mayor Kathy Figley**  
**Councilman Dick Pugh, Ward 1**  
**Councilman Mel Schmidt, Ward 2**  
**Councilman Pete McCallum, Ward 3**  
**Councilman Jim Cox, Ward 4**  
**Councilman Frank Lonergan, Ward 5**  
**Councilwoman Kristen Berkey, Ward 7**

**Sponsored by the Historic Woodburn Neighborhoods Association.**

## **Background (Preamble):**

**The Woodburn Neighborhood Conservation Overlay District** was established with the adoption of the amended Woodburn Comprehensive Plan in October 2005. The stated goal of the district is to conserve the visual character and heritage of Woodburn's oldest and most central neighborhood and the city has applied certain standards and additional regulations (architectural guidelines) to these properties.

**The Historic Woodburn Neighborhoods Association** was formed in April 2008. The Association's goals are to preserve and protect the integrity and livability of Woodburn's historic neighborhoods, including preservation of architectural integrity of historical houses, preservation of trees and other natural features, and protecting against increasing noise pollution and non-residential traffic.

**The Settlemier House and other historic homes on the west side of Settlemier Avenue** were not included in the Woodburn Neighborhood Conservation Overlay District.

**Settlemier House played a central role** in the provenance of much of Woodburn's Victorian Era homebuilding, is the most easily-identifiable historic building in Woodburn and should be included in the district. Many other homes along Settlemier Avenue were built in the Victorian Era and provide a focus for study and enjoyment of the history of Woodburn. These homes should be included in the Conservation Overlay District.

**Many non-residents of these homes**, and residents of the Conservation Overlay District as it currently exists, are concerned about the preservation of the character of the historic neighborhood, the historic homes and other structures located in Woodburn along N. Settlemier Avenue and S. Settlemier Avenue between Church Street and Cherry Street.

**Petition:**

The **Historic Woodburn Neighborhoods Association** proposes that the properties that front on the west side of Settlemier Avenue be included in the Woodburn Neighborhood Conservation Overlay District by an expansion of its current boundaries.

The homeowners listed below agree that expansion of the Woodburn Neighborhood Conservation Overlay District to include properties fronting on Settlemier Avenue between Church Street and Cherry Street would be beneficial to both the City of Woodburn and the residents of Woodburn and we urge the Woodburn City Council to take such action as is necessary to expand the historic district, accordingly.

Each homeowner acknowledges that he or she received a copy of Woodburn City Ordinances 2.112, 3.107.04, 5.101, 5.102.02, and 5.103.02 (See attached Ex. A).

As homeowners, we also understand that inclusion in this conservation overlay district will impose certain additional regulations (architectural guidelines) that may require any future additions, remodels or new construction to conform to the original architecture of the property or the neighborhood in order to protect the architectural integrity of the historical neighborhood as a whole.

Thank you for your time and especially for your attention to safe-guarding Woodburn's historic resources.

Owner Name and Address:	Signature:	Date:
French Prairie Historical Society Settlemier House 355 N. Settlemier Ave. Woodburn, OR 97071	By: <u>DANIEL J. DINGES</u>	_____
Daniel Multop - Colleen Multop 333 N. Settlemier Ave. Woodburn, OR 97071	<u>Colleen Multop</u>	6/27/09 6-27-09
Rufino and Aurora Ocampo 267 N. Settlemier Ave. Woodburn, OR 97071	<u>Rufino Ocampo</u>	7-23-09
Daniel and Peggy Dinges 209 N. Settlemier Ave. and 199 N. Settlemier Ave. Woodburn, OR 97071	199 - <u>Peggy M Dinges</u> 209 - <u>Peggy M Dinges</u> <u>DANIEL J. DINGES</u>	6-27-09 6-27-09

**AFFIDAVIT**

State of Oregon )  
                          ) ss.  
County of Marion )

**Subscribed** to and sworn before me, on this 7<sup>th</sup> day of June, 2009, by Sam C. Corning, personally known to me or proved to me on the basis of satisfactory evidence to be the person who appeared before me:

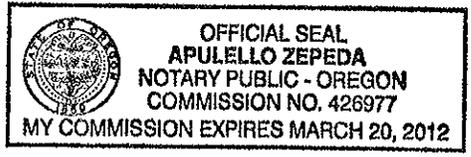
I, Sam C. Corning, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

**DATED** this 7<sup>th</sup> day of June, 2009.

Sam C. Corning  
Signature of Affiant  
Not. - SCC

**SWORN to** and subscribed to before on this, the 7<sup>th</sup> day of June, 2009.

Apulelo Zepeda  
Notary Public for Oregon  
My Commission Expires: 3-20-2012



Owner Name and Address:

Signature:

Date:

Durrell Crays and Merrillie Berlin  
167 N. Settlemier Ave.  
Woodburn, OR 97071

*Merrillie Berlin*

6-27-09

Nancy Bowman  
111 N. Settlemier Ave.  
Woodburn, OR 97071

*Nancy Bowman*

7/11/09

William and Lorna Galinnis  
139 S. Settlemier Ave.  
Woodburn, OR 97071

*Lorna Galinnis*  
*William Galinnis*

6-27-09

6-27-09

Arraam and Dunya Postnikov  
185 S. Settlemier Ave.  
Woodburn, OR 97071

*Dunya Postnikov*  
*Arraam Postnikov*

6/27/09

Ken and Cynthia Christensen  
205 S. Settlemier Ave.  
Woodburn, OR 97071

*Cynthia Christensen*

6-27-09

Melinda Holly + NEVIN  
235 S. Settlemier Ave.  
Woodburn, OR 97071

*Melinda Holly*  
*Nevin Holly*

6/27/09

Sergei and Nida Frenkel  
297 S. Settlemier Ave.  
Woodburn, OR 97071

*Nida Frenkel*

6/27/09

TERRANCE + PARICIA LENDER  
337 S. Settlemier Ave.  
Woodburn, OR 97071

*Terrance Lender*

6-27-09

Martin Warren and Barbara Johnson  
365 S. Settlemier Ave.  
Woodburn, OR 97071

*Martin Warren*

6-27-09

AFFIDAVIT

State of Oregon )  
                          ) ss.  
County of Marion )

Subscribed to and sworn before me, on this 7<sup>th</sup> day of ~~June~~ <sup>Nov</sup>, 2009, by Sun C. Corney, personally known to me or proved to me on the basis of satisfactory evidence to be the person who appeared before me: - sec

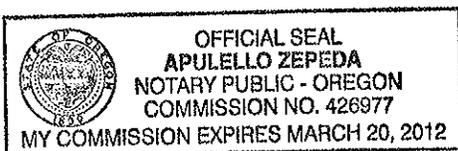
I, Sun C. Corney, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

DATED this 7<sup>th</sup> day of ~~June~~ <sup>Nov</sup>, 2009. - sec

Sun C. Corney  
Signature of Affiant

SWORN to and subscribed to before on this, the 7<sup>th</sup> day of ~~June~~ <sup>Nov</sup>, 2009. - sec

Apulello Zepeda  
Notary Public for Oregon  
My Commission Expires: 3-20-2012





Owner Name and Address:

Signature:

Date:

Gary and Linda Ruggles  
595 S. Settlemier Ave.  
Woodburn, OR 97071

*[Handwritten signature: Gary and Linda Ruggles]*

7-10-09

Gerald and Carthia Henderson  
597 S. Settlemier Ave.  
Woodburn, OR 97071

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Fedelina Carrillo  
599 S. Settlemier Ave.  
Woodburn, OR 97071

*[Handwritten signature: Fedelina Carrillo]*

7-10-9

Dallas and Kathryn Figley  
601 S. Settlemier Ave.  
Woodburn, OR 97071

*[Handwritten signature: Dallas and Kathryn Figley]*

7-8-09

7-8-09

Mary Shubin  
657 S. Settlemier Ave.  
Woodburn, OR 97071

*[Handwritten signature: Mary Shubin]*

6-27-09

Filomeno Brito and Rufino Ocampo  
665 S. Settlemier Ave.  
Woodburn, OR 97071

*[Handwritten signature: Filomeno Brito and Rufino Ocampo]*

7/23/09

Dolli Brown  
683 S. Settlemier Ave.  
Woodburn, OR 97071

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\_\_\_\_\_

**AFFIDAVIT**

State of Oregon )  
                          ) ss.  
County of Marion )

**Subscribed** to and sworn before me, on this 7<sup>th</sup> day of Nov., 2009, by Sac. Corning, personally known to me or proved to me on the basis of satisfactory evidence to be the person who appeared before me:

I, Sac. Corning, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

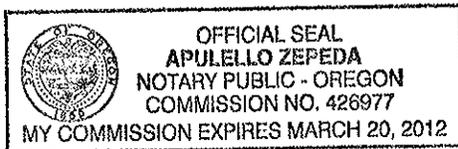
**DATED** this 7<sup>th</sup> day of Nov., 2009.

*[Handwritten signature: Sac. Corning]*  
\_\_\_\_\_  
Signature of Affiant

**SWORN** to and subscribed to before on this, the 7<sup>th</sup> day of Nov., 2009.

*[Handwritten signature: Apulelo Zepeda]*  
\_\_\_\_\_  
Notary Public for Oregon

My Commission Expires: 3-20-2012



**Owner Name and Address:**

SHELLY RIVENES  
MICHAEL RIVENES

705 S. Settlemier Ave.  
Woodburn, OR 97071

Chris Chapman

705 S. Settlemier Ave.  
Woodburn, OR 97071

791 S. Settlemier Ave.  
Woodburn, OR 97071

**Signature:**

Michelle Rivenes

*[Signature]*

*[Signature]*

**Date:**

6/27/09

06/27/2009

07-11/09

**AFFIDAVIT**

State of Oregon )  
                          ) ss.  
County of Marion )

**Subscribed** to and sworn before me, on this 7<sup>th</sup> day of June, 2009, by S. C. Conroy, personally known to me or proved to me on the basis of satisfactory evidence to be the person who appeared before me:

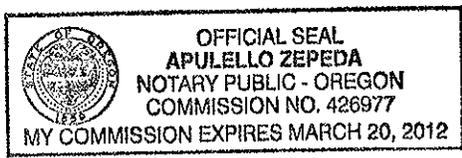
I, S. C. Conroy, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

**DATED** this 7<sup>th</sup> day of June, 2009.

S. C. Conroy  
Signature of Affiant

**SWORN** to and subscribed to before on this, the 7<sup>th</sup> day of June, 2009.

Apulelo Zepeda  
Notary Public for Oregon  
My Commission Expires: 3-20-2012



# **Petition in Support of Extending the Boundaries of the Woodburn Neighborhood Conservation Overlay District**

**To:**

**Mayor Kathy Figley**  
**Councilman Dick Pugh, Ward 1**  
**Councilman Mel Schmidt, Ward 2**  
**Councilman Pete McCallum, Ward 3**  
**Councilman Jim Cox, Ward 4**  
**Councilman Frank Lonergan, Ward 5**  
**Councilwoman Kristen Berkey, Ward 7**

**Sponsored by the Historic Woodburn Neighborhoods Association**

## **Background (Preamble):**

**The Woodburn Neighborhood Conservation Overlay District** was established with the adoption of the amended Woodburn Comprehensive Plan in October 2005. The stated goal of the district is to conserve the visual character and heritage of Woodburn's oldest and most central neighborhood and the city has applied certain standards and additional regulations (architectural guidelines) to these properties.

**The Historic Woodburn Neighborhoods Association** was formed in April 2008. The Association's goals are to preserve and protect the integrity and livability of Woodburn's historic neighborhoods, including preservation of architectural integrity of historical houses, preservation of trees and other natural features, and protecting against increasing noise pollution and non-residential traffic.

**The Settlemier House and other historic homes on the west side of Settlemier Avenue** were not included in the Woodburn Neighborhood Conservation Overlay District.

**Settlemier House played a central role** in the provenance of much of Woodburn's Victorian Era homebuilding, is the most easily-identifiable historic building in Woodburn and should be included in the district. Many other homes along Settlemier Avenue were built in the Victorian Era and provide a focus for study and enjoyment of the history of Woodburn. These homes should be included in the Conservation Overlay District.

**Many non-residents of these homes**, and residents of the Conservation Overlay District as it currently exists, are concerned about the preservation of the character of the historic neighborhood, the historic homes and other structures located in Woodburn along Settlemier Avenue.

**Petition:**

The Historic Woodburn Neighborhoods Association proposes that the properties that front on the west side of Settlemier Avenue be included in the Woodburn Neighborhood Conservation Overlay District by an expansion of its current boundaries.

The homeowners listed below agree that expansion of the Woodburn Neighborhood Conservation Overlay District to include properties fronting on Settlemier Avenue would be beneficial to both the City of Woodburn and the residents of Woodburn and we urge the Woodburn City Council to take such action as is necessary to expand the historic district, accordingly.

Thank you for your time and especially for your attention to safeguarding Woodburn's historic resources.

Owner Name and Address:	Signature:	Date:
<u>C S Arlman</u> <u>512 S Settlemier Ave</u> <u>WOODBURN 97071</u>	<u>Constance Arlman</u>	<u>9/12/09</u>
<u>650 S. Settlemier Ave</u> <u>WOODBURN OR 97071</u> <u>Henry + Kathy Von Gerichten</u>	<u>Kathy Von Gerichten</u>	<u>9/12/09</u>
<u>350 S. Settlemier</u> <u>WOODBURN OR 97071</u> <u>HENRY VON GERICHEN</u>	<u>Henry Von Gerichten</u>	<u>9/12/09</u>
<u>502 S. SETTLEMIER AVE</u> <u>WOODBURN OR 97071</u>	<u>Juan Urbina</u>	<u>9/12/09</u>

**AFFIDAVIT**

State of Oregon )  
 ) ss.  
County of Marion )

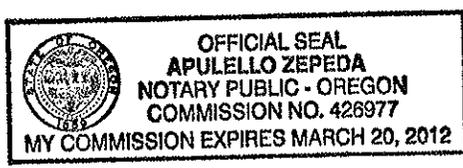
**Subscribed** to and sworn before me, on this 1<sup>st</sup> day of Nov 2009, by Shawn Comings personally known to me or proved to me based on satisfactory evidence to be the person who appeared before me:

I, Shawn Comings, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

**DATED** this 1<sup>st</sup> day of Nov 2009.

Shawn Comings  
Signature of Affiant

**SWORN to** and subscribed to before on this, the 1<sup>st</sup> day of Nov 2009.



Apulelo Zepeda  
Notary Public for Oregon  
My Commission Expires: 3-20-2012

Owner Name and Address:

Signature:

Date:

702 S. Settlement  
Woodburn OR 97071 *Jonda Kennard* 9-12-09

702 S Settlement *Daniel M Kennard* 9-12-09

790 S Settlement *Cherlin Valle* 9-12-09

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**AFFIDAVIT**

State of Oregon )  
County of Marion ) ss.

**Subscribed** to and sworn before me, on this 7<sup>th</sup> day of Nov, 2009, by Shan C. Cong, personally known to me or proved to me based on satisfactory evidence to be the person who appeared before me:

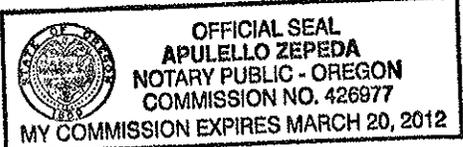
I, Shan C. Cong, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

**DATED** this 7<sup>th</sup> day of Nov, 2009.

Shan C. Cong  
Signature of Affiant:

**SWORN to** and subscribed to before on this, the 7<sup>th</sup> day of Nov, 2009.

Apulelle  
Notary Public for Oregon  
My Commission Expires: 3-20-2012



**Owner Name and Address:**

**Signature:**

**Date:**

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**AFFIDAVIT**

State of Oregon        )  
                                   ) ss.  
 County of Marion     )

**Subscribed** to and sworn before me, on this \_\_\_\_ day of \_\_\_\_\_ 2009, by \_\_\_\_\_, personally known to me or proved to me based on satisfactory evidence to be the person who appeared before me:

**I**, \_\_\_\_\_, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

**DATED** this \_\_\_\_ day of \_\_\_\_\_ 2009.

\_\_\_\_\_  
Signature of Affiant

**SWORN to** and subscribed to before on this, the \_\_\_\_\_ day of \_\_\_\_\_ 2009.

\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_

*Historic Woodburn Neighborhoods Association*

March 24, 2010

Jim Hendryx  
Director, Economic and Development Services  
City of Woodburn  
270 Montgomery Street  
Woodburn, Oregon 97071

Re: Additional Petition in Support of Extending the Boundaries of the Woodburn Neighborhood  
Conservation Overlay District

Dear Jim:

Following our discussion in January, about the area intended to be included in the Petition in Support of Extending the Boundaries of the Woodburn Neighborhood Conservation Overlay District, we drew up a map describing the area the HWNA proposes be included in the NCOD. We also circulated the petition again and were able to contact several homeowners who agree with expanding the NCOD.

We enclose the following:

(1) Three copies of the Official Zoning Map of the City of Woodburn, adopted Oct. 31, 2005, showing the current area of the NCOD and the proposed expansion of the district.

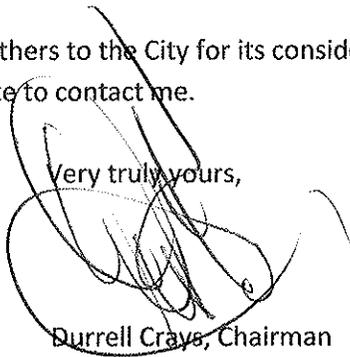
(2) The third original Petition and notarized Affidavits signed by five Woodburn homeowners who support expansion of the current boundaries of the Woodburn Neighborhood Conservation Overlay District to include all properties fronting on Settlemier between Church Street and Cherry Street.

(3) A copy of the general Notice of Public Hearing that we used to explain the process to the homeowners we talked to, and

(4) A copy of the Woodburn ordinances governing the NCOD given to each person who signed the Petition.

Please present this Petition along with the others to the City for its consideration. If we can be of further help, or there are questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Durrell Crays', is written over the text 'Very truly yours,'. The signature is somewhat stylized and overlaps the text.

Durrell Crays, Chairman

Historic Woodburn Neighborhoods Association

503-981-0011

[riter@wbcable.net](mailto:riter@wbcable.net)

cc: Frank Lonergan  
City Councilman, Ward 5  
Woodburn City Hall

# **Petition in Support of Extending the Boundaries of the Woodburn Neighborhood Conservation Overlay District**

**To:**

**Mayor Kathy Figley  
Councilman Dick Pugh, Ward 1  
Councilman Mel Schmidt, Ward 2  
Councilman Pete McCallum, Ward 3  
Councilman Jim Cox, Ward 4  
Councilman Frank Lonergan, Ward 5  
Councilman Eric Morris, Ward 7**

**Sponsored by the Historic Woodburn Neighborhoods Association.**

## **Background (Preamble):**

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**The Settlemier House and other historic homes on Settlemier Avenue** were not included in the Woodburn Neighborhood Conservation Overlay District.

**Settlemier House played a central role** in the provenance of much of Woodburn's Victorian era homebuilding, is the most easily identifiable historic building in Woodburn and should be included in the district. Many other homes along Settlemier Avenue were built in the Victorian era and provide a focus for study and enjoyment of the history of Woodburn. These homes should be included in the Conservation Overlay District.

**Many residents** are concerned about the preservation of the character of the historic neighborhood, the historic homes and other structures located in Woodburn along Settlemier Avenue.

**Petition:**

**The Historic Woodburn Neighborhoods Association** proposes that properties fronting on Settlemier Avenue from Garfield Street to Parr Road be included in the Woodburn Neighborhood Conservation Overlay District by an expansion of its current boundaries.

**The homeowners signed below agree that expansion of the Woodburn Neighborhood Conservation Overlay District to include all properties fronting on Settlemier Avenue from Garfield Street to Parr Road would be beneficial to both the City of Woodburn and the residents of Woodburn. We ask the Woodburn City Council to take such action as is necessary to expand the overlay district, accordingly.**

**Each homeowner acknowledges that he or she received a copy of Woodburn City Ordinances 2.112, 3.107.04, 5.101, 5.102.02, and 5.103.02 (See attached Ex. A).**

**As homeowners, we also understand that inclusion in this conservation overlay district will impose certain additional regulations (architectural guidelines) that may require any future additions, remodels or new construction to conform to the original architecture of the property or the neighborhood in order to protect the architectural integrity of the historical neighborhood as a whole.**

**Thank you for your time and especially for your attention to safeguarding Woodburn's historic resources.**

**Owner Name and Address:**

**Signature:**

**Date:**

Nancy L. Bowman Trust  
111 N. Settlemier Ave.  
Woodburn, OR 97071  
C/o Nancy L. Bowman, Trustee  
26898 SW McLeod St.  
Wilsonville, OR 97070

\_\_\_\_\_

\_\_\_\_\_

Adolfo Garcia-Ortega &  
Hortencia Cornejo-Garcia  
397 S. Settlemier Ave.  
Woodburn, OR 97071

*Hortencia CT*  
*[Handwritten Signature]*

*01/23/10*

Matthew & Kathleen Raines  
415 S. Settlemier Ave.  
Woodburn, OR 97071

\_\_\_\_\_

\_\_\_\_\_

**AFFIDAVIT**

State of Oregon        )  
                                  ) ss.  
County of Marion     )

Subscribed to and sworn before me, on this 24th day of March, 2010, by SHARON C. CORNEJO-GARCIA personally known to me or proved to me based on satisfactory evidence to be the person who appeared before me:

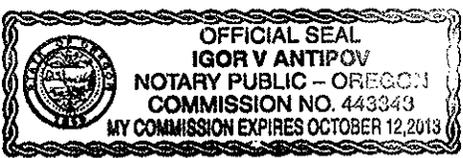
I, [Signature], a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

DATED this 24th day of March, 2010.

[Signature]  
Signature of Affiant

SWORN to and subscribed to before on this, the 24th day of March, 2010.

[Signature]  
Notary Public for Oregon  
My Commission Expires: 10-12-2013



**Owner Name and Address:**

**Signature:**

**Date:**

Brent & Jennifer Goodrick  
503 S. Settlemier Ave.  
Woodburn, OR 97071

Aaron D. Cranford  
572 S. Settlemier Ave.  
Woodburn, OR 97071

Stephen & Sheree Doman  
598 S. Settlemier Ave.  
Woodburn, OR 97071  
C/o 5684 Schneider Road  
Woodburn, OR 97071

Nickolay & Lyudmila Glavnik  
620 S. Settlemier Ave.  
Woodburn, OR 97071  
c/o 656 Ironwood Terrace  
Woodburn, OR 97071

Pablo Bautista  
640 S. Settlemier Ave.  
Woodburn, OR 97071

Thomas & Katherine Wadsworth  
668 S. Settlemier Ave.  
Woodburn, OR 97071

Thomas & Katherine Wadsworth  
682 S. Settlemier Ave.  
Woodburn, OR 97071

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01/23/2010

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**AFFIDAVIT**

State of Oregon        )  
                                  ) ss.  
County of Marion     )

Subscribed to and sworn before me, on this 24th day of March, 2010, by Sharon C. Corywick personally known to me or proved to me based on satisfactory evidence to be the person who appeared before me:

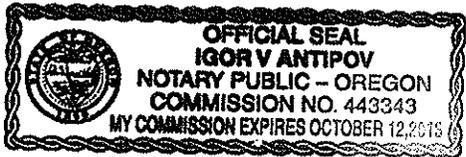
I, Sharon C. Corywick, a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

DATED this 24th day of March, 2010.

Sharon C. Corywick  
Signature of Affiant

SWORN to and subscribed to before on this, the 24th day of March, 2010.

[Signature]  
Notary Public for Oregon  
My Commission Expires: 10.12.2013



Owner Name and Address:

Signature:

Date:

Dolli Brown  
683 S. Settlemier Ave.  
Woodburn, OR 97071

\_\_\_\_\_

\_\_\_\_\_

<sup>Don</sup>  
Mary & Linda Kemmerich  
702 S. Settlemier Ave.  
Woodburn, OR 97071

*Maria Kemmerich*

1-24-10

Silvero & Claudia Valle  
790 S. Settlemier Ave.  
Woodburn, OR 97071

\_\_\_\_\_

\_\_\_\_\_

Sergio Figueroa  
791 S. Settlemier Ave.  
Woodburn, OR 97071

*Sergio*

1-23-10

Nasaria Grijalva  
820 S. Settlemier Ave.  
Woodburn, OR 97071

*Nasaria Grijalva*

1-23-10

\_\_\_\_\_  
Woodburn, OR 97071

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Woodburn, OR 97071

\_\_\_\_\_

\_\_\_\_\_

AFFIDAVIT

State of Oregon        )  
                                  ) ss.  
County of Marion     )

Subscribed to and sworn before me, on this 24th day of March, 2010, by SHAW C. COUGNO personally known to me or proved to me based on satisfactory evidence to be the person who appeared before me:

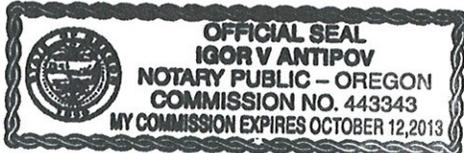
I, Shaw C. Cougno a resident of the Marion County, State of Oregon, hereby do certify, swear and affirm that I collected the foregoing petition signatures at the addresses set forth herein on this date. The foregoing signatures are true to the best of my knowledge.

DATED this 24th day of March, 2010.

*Shaw C. Cougno*  
\_\_\_\_\_  
Signature of Affiant

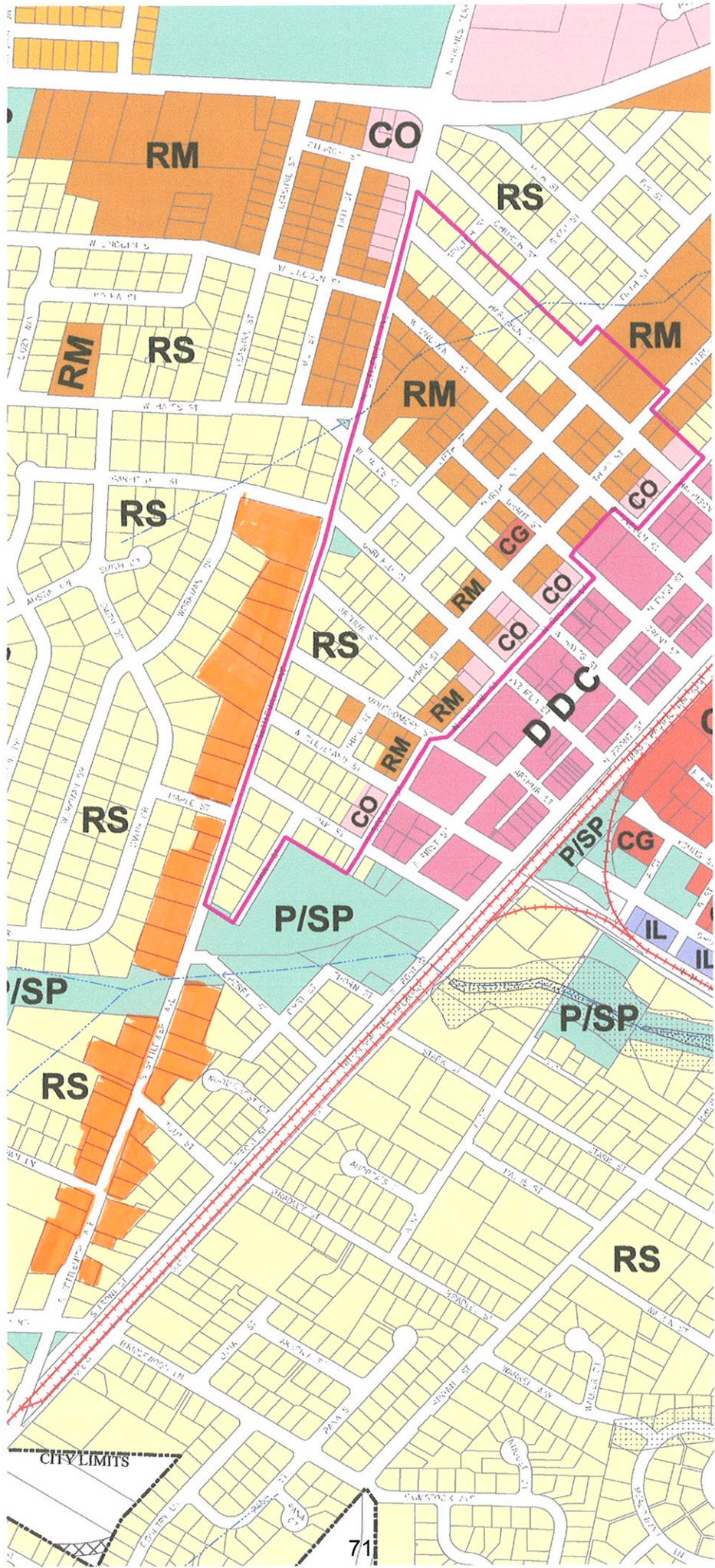
SWORN to and subscribed to before on this, the 24th day of March, 2010.

*Igor V. Antipov*  
\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: 10-12-2013





PROPOSED EXPANSION  
OF UICD



# NOTICE OF PUBLIC HEARINGS

Para recibir información en española, póngase en contacto con la División de Planificación al 503-982-5246. Si necesita un traductor, comuníquese con la División de Planificación por lo menos 3 días antes de la audiencia.

**THIS IS TO NOTIFY YOU THAT THE CITY OF WOODBURN PROPOSES PLANS AND LAND USE REGULATIONS THAT MAY AFFECT THE PERMISSIBLE USE OF YOUR PROPERTY AND OTHER PROPERTIES, AND MAY CHANGE THE VALUE OF YOUR PROPERTY.**

On \_\_\_\_\_, at \_\_\_\_\_, the Woodburn Planning Commission will hold a public hearing regarding a proposed expansion of the Neighborhood Conservation Overlay District (NCOD).

On \_\_\_\_\_, at \_\_\_\_\_, the Woodburn City Council will hold a public hearing regarding a proposed expansion of the Neighborhood Conservation Overlay District (NCOD).

The City of Woodburn has determined that adoption of this ordinance may affect the [Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Text Box Tools tab to change the formatting of the pull quote text box.]

permissible uses of your property, and other properties in the affected zone, and may change the value of your property.

The hearings will be held in the council chambers at City Hall, 270 Montgomery Street, Woodburn, Oregon.

The purpose of these hearings will be to consider public testimony on Legislative Amendment number (\_\_\_\_\_), consisting of proposed amendments to the Woodburn Zoning Map.

Legislative Amendment number (\_\_\_\_\_) is available for inspection at the Woodburn city Hall located at 270 Montgomery Street, and is available for purchase at the cost of copying. The City Council is the final local decision-maker. Applicable review criteria for this case are generally set forth in the Woodburn Comprehensive Plan, the Woodburn Development Ordinance, the Oregon Statewide Planning Goals, and the Oregon Revised Statutes.

Any person wishing to speak either for or against this proposal may do so in person or by an attorney at either or both of the public hearings.

Written comments either for or against this proposal may be filed with the Director of Economic and Development Services prior to the public hearing or submitted into the record at the time of either or both of the public hearings.

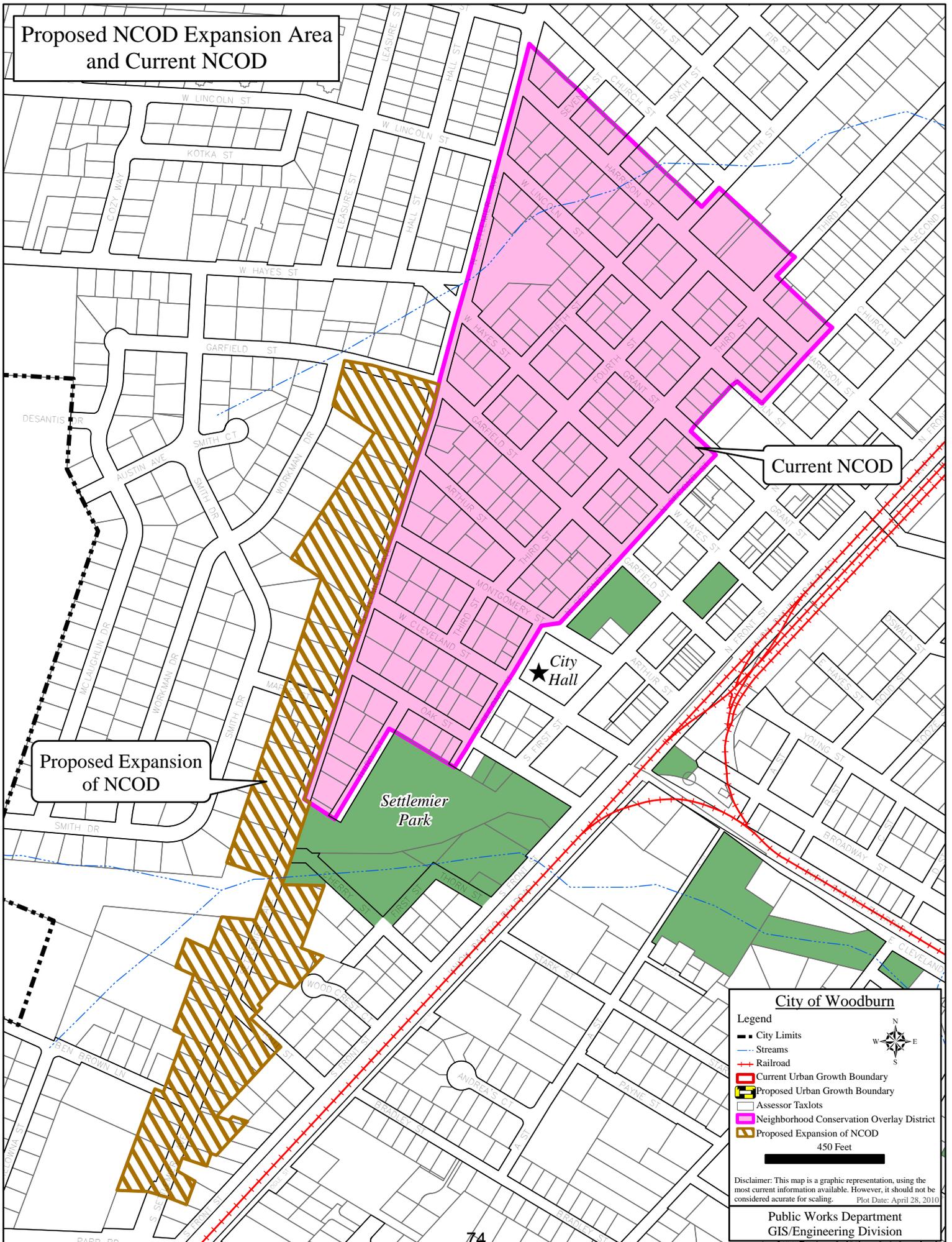
ADA access may be accommodated, upon receipt of a timely request. Please contact the Economic and Development Services Department at least 48 hours prior to the relevant public hearing.

For additional information concerning Legislative Amendment number (\_\_\_\_\_), you may call the Woodburn Economic and Development Services Department at (513) 982-5246.

This notice is provided to comply with Ballot Measure 56, approved by Oregon voters in November 1998.



**Proposed NCOD Expansion Area  
and Current NCOD**



**Current NCOD**

**Proposed Expansion  
of NCOD**

*Settlemier  
Park*

**City  
Hall**

**City of Woodburn**

- Legend**
- City Limits
  - Streams
  - Railroad
  - Current Urban Growth Boundary
  - Proposed Urban Growth Boundary
  - Assessor Taxlots
  - Neighborhood Conservation Overlay District
  - Proposed Expansion of NCOD
- 450 Feet



Disclaimer: This map is a graphic representation, using the most current information available. However, it should not be considered accurate for scaling. Plot Date: April 28, 2010

Public Works Department  
GIS/Engineering Division

**COUNCIL BILL NO. 2828**

**RESOLUTION NO. 1968**

**A RESOLUTION INITIATING A LEGISLATIVE AMENDMENT TO EXPAND THE NEIGHBORHOOD CONSERVATION OVERLAY DISTRICT (NCOD) TO INCLUDE ADDITIONAL PROPERTIES FRONTING SETTLEMIER STREET**

**WHEREAS**, the Historic Woodburn Neighborhoods Association has submitted a petition to expand the Neighborhood Conservation Overlay District (NCOD) to include properties on the east side of Settlemier, south of Settlemier Park to approximately Parr Road/Front Street, and north on the west side of Settlemier Street to Garfield Street, including the historic Settlemier House; and

**WHEREAS**, Section 4.101.17 of the Woodburn Development Ordinance provides that the City Council may initiate legislative proposals; and

**WHEREAS**, the Neighborhood Conservation Overlay District (NCOD) was originally established as part of the 1998 Downtown Development Plan, resulting in amendments to the Woodburn Comprehensive Plan and Woodburn Zoning Ordinance; and

**WHEREAS**, the primary intent of the NCOD is to preserve the “architectural integrity of Woodburn’s older (1890 – 1940) neighborhoods”; and

**WHEREAS**, generally, the area west of the Downtown Conservation District (DDC) makes up the City’s oldest neighborhood and is included in the NCOD; and

**WHEREAS**, development within the NCOD is required to respect the history and traditions of the Community by meeting specific design standards that are consistent with those typically found in older central neighborhoods; **NOW, THEREFORE,**

**THE CITY OF WOODBURN RESOLVES AS FOLLOWS:**

That a legislative amendment to expand the Neighborhood Conservation Overlay District (NCOD) is hereby initiated by the City Council pursuant to Section 4.101.17 of the Woodburn Development Ordinance.

Approved as to form: \_\_\_\_\_  
City Attorney Date

Approved: \_\_\_\_\_  
Kathryn Figley, Mayor

Passed by the Council  
Submitted to the Mayor  
Approved by the Mayor  
Filed in the Office of the Recorder

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ATTEST: \_\_\_\_\_  
Christina Shearer, City Recorder  
City of Woodburn, Oregon



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator

FROM: Dan Brown, Public Works Director

SUBJECT: **CONTRACT AWARD: AQUATIC CENTER ROOF AND BUILDING SHELL REPAIR CONSTRUCTION MANAGER/GENERAL CONTRACTOR**

**RECOMMENDATION:**

That the City Council, acting as the Local Contract Review Board, award the contract for Construction Manager/General Contractor to Triplett Wellman Contractors for the Aquatic Center roof and building shell repair.

**BACKGROUND:**

Three (3) responses to the Request for Proposals were received on April 15 and scored individually by members of the selection panel and averaged for a final score.

<u>No:</u>	<u>Name</u>	<u>Amount</u>
1	Triplett Wellman Contractors	94.3
2	Jaeger & Erwert General Contractors	86
3	Nomarco Construction	85.9

**DISCUSSION:**

The project, as approved in the 2009-10 Capital Improvement Project budget, involves the repair of moisture related damage to the parapet and possibly roof structure including unrelated moisture related damage to steel support columns and rain drains. The full extent of the damage and repair will not be known until exploratory demolition is performed.

The contract award is in conformance with public contracting laws of the State of Oregon as outlined in ORS Chapter 279C and the laws and regulations of the City of Woodburn. Staff is recommending that the City Administrator be authorized, under legal guidance of the City Attorney, to negotiate a general

Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

contract and subsequent task order contracts to accomplish the repairs needed.

**FINANCIAL IMPACT:**

The project will be funded using approved General Fund CIP(358) as identified in the 09/10 fiscal budget. As discussed with the Council during its March 22, 2010 meeting, the use of a CM/GC will allow the City to prioritize the repair tasks and effectively manage the limited funds allocated for this project. The estimated cost of repairs is between \$100,000.00 and \$130,000.00.



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator  
THRU: Scott Russell, Woodburn Police Chief  
FROM: Doug Garrett, Captain  
SUBJECT: **Liquor License Change of Ownership-On-Premise Sales**

## **RECOMMENDATION:**

That the Woodburn City Council recommend that the OLCC approve a **Change of Ownership and Full-On Premise Sales** application for the End Zone Sports Bar and Grill.

## **BACKGROUND:**

Applicant(s): John Heidema  
439 NE 19<sup>th</sup> Ave.  
Canby, Oregon 97013  
Phone: 503-263-3001 (Hm)  
Phone: 503-982-3309 (Wk)

Carol Ann Heidema  
439 NE 19<sup>th</sup> Ave.  
Canby, Oregon 97013  
Phone: 503-263-3001 (Hm)  
Phone: 503-982-3309 (Wk)

The above are doing business as:  
TAYZAC LLC.

Business: The End Zone Sports Bar and Grill  
980 N. Pacific Hwy.  
Woodburn, Oregon 97071

Owner: Same as Applicants (Above).

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Agenda Item Review: City Administrator  City Attorney  Finance

License Type: **Change of Ownership and Full-On Premise Sales**, which permits hard alcoholic drinks, beer, wine, cider sales for on-premise consumption only.

On March 24, 2010 the Woodburn Police Department received a new application, requesting approval for a **Change of Ownership and Full-On Premise Sales** for The End Zone Sports Bar and Grill, 980 N. Pacific Highway, Woodburn, Oregon. This location is currently The End Zone Sports Bar and Grill, which possesses a Full On-Premise Sale license. The above mentioned applicants are applying for a **Change of Ownership Full On-Premise Sales** license through the Oregon Liquor Control Commission.

The business will be open Monday through Fridays from 10:00 AM to 2:00 A.M., and Saturdays and Sundays from 9:00 A.M. to 2:00 A.M... This is an establishment which will serve hard alcoholic drinks, beer and wine as well as hot food. There will be recorded music, coin-operated games, video lottery machines and pool tables. The Police Department has received no communication from the public or surrounding businesses in support of, or against this change.

**DISCUSSION:**

The Police Department has completed a background investigation, in connection with the OLCC, on the applicants and found nothing of a questionable nature, which would preclude the issuance of this license.

**FINANCIAL IMPACT:**

None



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator  
THRU: Scott Russell, Woodburn Police Chief  
FROM: Doug Garrett, Captain  
SUBJECT: **Liquor License Change of Ownership-Off-Premise Sales with Fuel Pumps**

## **RECOMMENDATION:**

That the Woodburn City Council recommend that the OLCC approve a **Liquor License Change of Ownership/Off-Premise Sales with Fuel Pumps** application for the New Am/PM of Woodburn.

## **BACKGROUND:**

Applicant(s): Garry LaPoint  
10618 Crosby Rd.  
Woodburn, Oregon 97971  
Phone: 503-981-8648 (Hm)

Katherine LaPoint  
10618 Crosby Rd.  
Woodburn, Oregon 97071  
Phone: 503-981-8648

Jason LaPoint  
17346 Edwin Rd.  
Woodburn, Oregon 97071  
Phone: 775-225-6182 (Hm)

The above applicants are doing business as:  
-LB Group LLC. (Phone: 503-981-8648)  
- Rstar LLC.

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Agenda Item Review: City Administrator  City Attorney  Finance

Business:               New Am/PM of Woodburn  
                              850 Lawson Avenue  
                              Woodburn, Oregon 97071

Owner:                 Same as Applicants (Above).

License Type: **Liquor License Change of Ownership, Off-Premises Sales with Fuel Pumps**, which permits beer, wine, cider sales for off-premise consumption only.

On March 30, 2010 the Woodburn Police Department received a new application, requesting approval for a **Change of Ownership, Off-Premise Sales with Fuel Pumps Liquor License** for the new AM/PM of Woodburn store, located at 850 Lawson Ave., Woodburn, Oregon. This location was previously known at the Roadrunner of Woodburn. The above mentioned applicants are applying for a **Change of Ownership, Off-Premise Sales with Fuel Pumps** license through the Oregon Liquor Control Commission.

The business will be open twenty-four (24) hours a day, seven (7) days a week. This is an establishment which serves as a convenience store/gas station for sundry items, car fueling, as well as the sales of wine, cider and beer. There will be no entertainment at this location. The Police Department has received no communication from the public or surrounding businesses in support of, or against this change.

**DISCUSSION:**

The Police Department has completed a background investigation, in connection with the OLCC, on the applicants and found nothing of a questionable nature, which would preclude the issuance of this license.

**FINANCIAL IMPACT:**

None



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator  
THRU: Scott Russell, Chief of Police  
FROM: Doug Garrett, Captain  
SUBJECT: **Liquor License New Outlet-Full On Premises Sales (Commercial Establishment)**

## RECOMMENDATION:

That the Woodburn City Council recommend that the OLCC approve a **Liquor License New Outlet-Full On Premises Sales (Commercial Establishment)** application for The Sand Trap Bar and Grill.

## BACKGROUND:

Applicant: Valerie Lynette McArdle  
2071 W. Hayes Street  
Woodburn, Oregon 97071  
Ph: 503-982-4845 (Hm)  
Ph: 503-982-5910 (Wk)

Business: The Sand Trap Bar and Grill  
1776 Country Club Rd.  
Woodburn, Oregon 97071  
Ph: 503-982-5910

Owners: Same as Applicant.

License Type: **Full On Premises Sales** which permits beer, wine, cider and hard alcohol sales for on premises consumption only.

On April 7, 2010 the Woodburn Police Department received an application requesting approval for a liquor license for

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

**New Outlet-Full On Premises Sales (Commercial Establishment)** for The Sand Trap Bar and Grill located at 1776 Country Club Rd., Woodburn, Oregon.

The business will be open Sunday through Saturday. Hours of operation will be Sundays 9:00 a.m. to 2:00 a.m. and Mondays through Saturdays 6:30 a.m. to 4:00 p.m... there will be food service while the business is open and alcohol will be served during this time. There will be occasional live music with dancing, as well as golfing available.

The Police Department has received no communication from the public or surrounding businesses in support of, or against, the new outlet.

**DISCUSSION:**

The Police Department has completed a background investigation, in connection with the OLCC, on the applicants and found nothing of a questionable nature, which would preclude the issuance of this license.

**FINANCIAL IMPACT:**

None



# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator  
FROM: Jim Hendryx, Director of Economic and Development Services  
SUBJECT: **Woodburn Crossing (Walgreens) Partition**

**RECOMMENDATION:**

No action is recommended. This item is placed before the Council for information purposes in compliance with the Woodburn Development Ordinance. The Council may call up this item for review if it desires.

**BACKGROUND:**

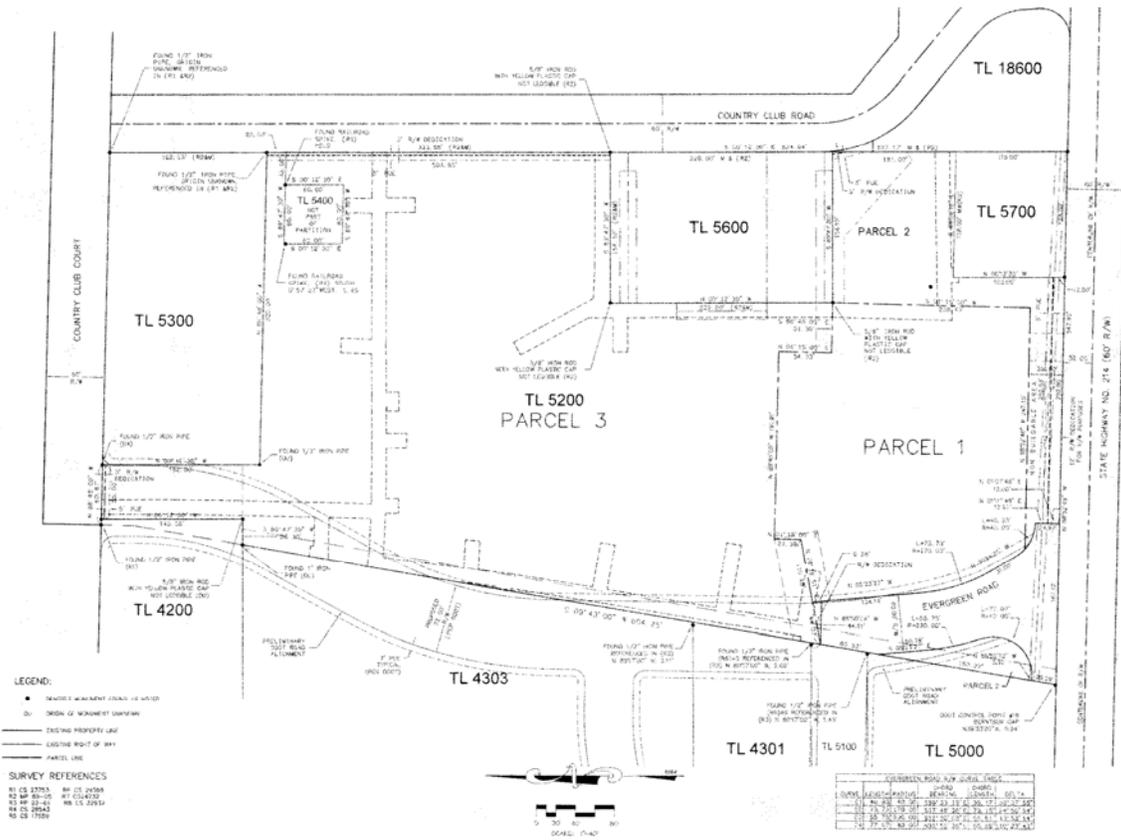
The applicant, Woodburn NW, LLC, requested a Type II Partition to divide one lot into three parcels. The applicant also requested a Type II Exception to Street Right-of-Way and Improvements for Country Club Road and Country Club Court. The Director of Economic and Development Services approved both applications subject to conditions. The decision did not require specific public street improvements at this time but did note that a non-remonstrance document for participation in future street improvements could be required as part of future development.

**DISCUSSION:**

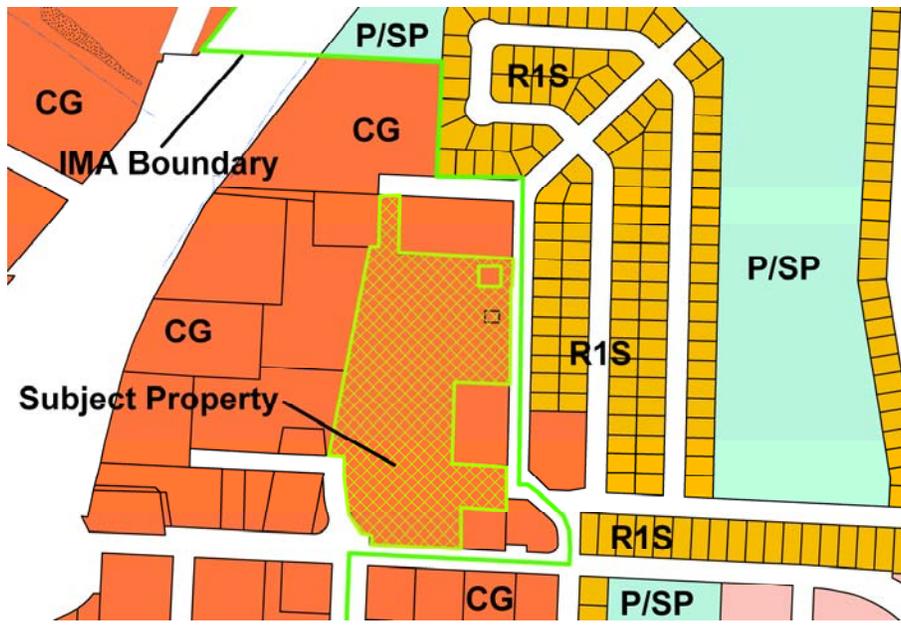
None.

**FINANCIAL IMPACT:**

This decision is anticipated to have no public sector financial impact.



Tentative Partition Plan





# Agenda Item

May 10, 2010

TO: Honorable Mayor and City Council through City Administrator  
FROM: Jim Hendryx, Director of Economic and Development Services  
SUBJECT: **Planning Commission's approval of Design Review DR 2010-01 and Variance VAR 2010-01, for a new pole sign at 850 Lawson Avenue**

## **RECOMMENDATION:**

No action is recommended. This item is placed before the Council for information purposes in compliance with the Woodburn Development Ordinance. The Council may call up this item for review if it desires.

## **BACKGROUND:**

The applicant, Ben Altman, SFA Design Group, requested a Type II Design Review for a pole sign and a Type III Variance for height and area. The maximum size of a pole sign on the property, without a variance, is 12 feet in height and a maximum area of 32 square feet. The proposed sign is 25 feet high and 125 square feet in area. The pole sign would replace an existing monument sign. The Planning Commission conducted a public hearing on April 22, 2010 and approved both applications subject to conditions.

## **DISCUSSION:**

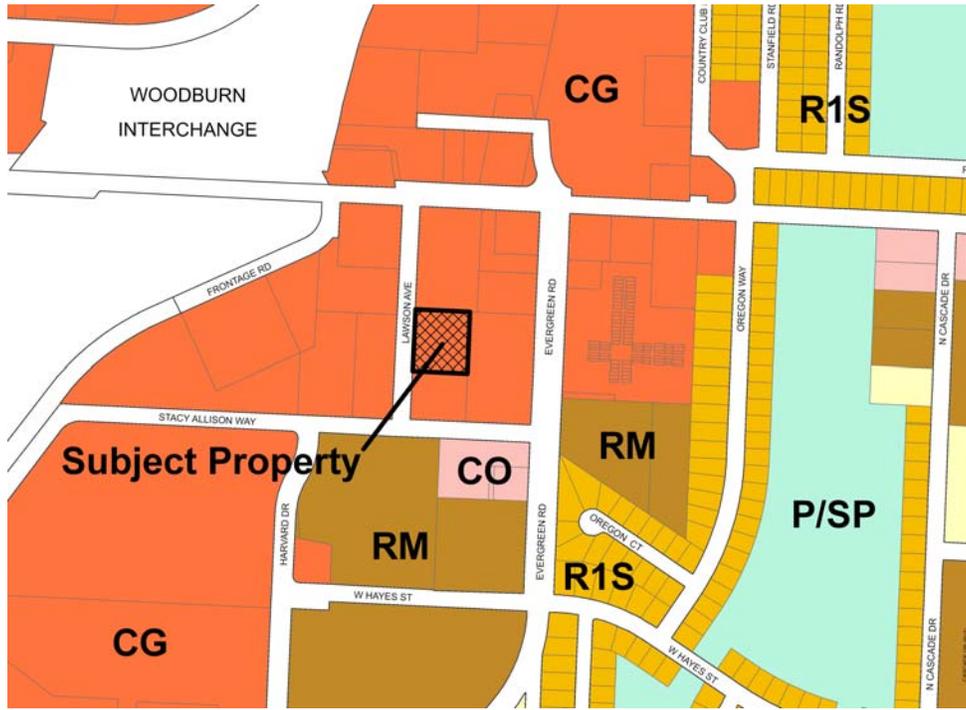
The Mayor and City Council have appointed a Sign Focus Group to evaluate the sign regulations and make recommendations for amendment. The Focus Group has held a series of meetings and has developed recommendations. The size and height of the proposed sign comply with the draft recommendations of the Focus Group for properties in the Freeway Overlay area.

## **FINANCIAL IMPACT:**

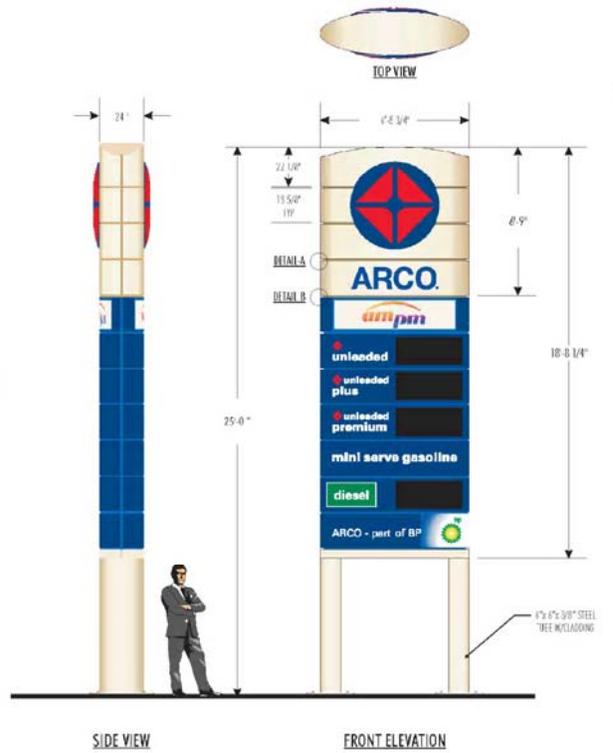
This decision is anticipated to have no public sector financial impact.

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Agenda Item Review: City Administrator  City Attorney  Finance



Zoning map



Details of the proposed sign