



City of Mill City

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Mill City, Oregon 97360

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MILL CITY PLANNING COMMISSION AGENDA Regular Meeting

Wednesday, October 20, 2021 - 6:30 p.m.

City Hall – 444 S. First Avenue

MILL CITY, OREGON 97360

1. Call to Order and Flag Salute – 6:30 p.m. Chair Marge Henning

2. Approval of Minutes: September 21, 2021 pp. 4-8

3. Public Comment:

We welcome you to today's meeting of the Mill City Planning Commission. This is an open meeting of the Commission and you are invited to observe the meeting.

*If you wish to speak to the Planning Commission regarding an issue which is **not on the agenda**, the Commission provides time at the beginning of each meeting to listen to public comments. The chairperson will ask for public comment. When you are recognized, please state your name, address and briefly explain the issue you wish to discuss. Depending on the nature of the issue, the Planning Commission will address the issue during this meeting, table the issue to a future meeting or will request that you speak with the City Recorder or Planning Consultant outside the meeting.*

4. Public Hearings: pp. 9-30

a. File No. 2021-08 Variance to Minimum Lot Width Requirement
Applicant: Glen Kent & Doug Doty, 250 Sunset, LLC
Location: Corner of SW 8th and SW Spring Street

5. Presentations: None scheduled

6. Old Business p. 31

a. Mill City Falls Park – Overlook and Public Plaza Concept Final Design
b. Other

7. New Business pp. 32-33

- a. Mill City Zoning/Development Code Update (Discussion)
- b. Total Maximum Daily Load (TMDL) Plan Update Required - Mercury Standards
- c. Other

8. Informational Items pp. 34-38

- a. City Recorder Report
- b. Mill City Water Main Improvements – 1st Ave & SW Ivy – Status
- c. TIGER Grant – SW Broadway and RR Bridge Status
- d. SCA Grant – Funding Decision by ODOT (if known)
- e. Planning Consultant Invoices & Time Report
- f. Prospective Applications:
 - i. Subdivision: SW 8th & SW Spring Street
 - ii. Site Review: Craft TapHouse, Hwy 22 & NE 4th Ave (Old Texaco Station)
- h. Upcoming Hearings: None Scheduled

9. Other Business

10. Adjournment

Upcoming Planning Commission Meetings (All meetings at City Hall)

Friday,	November 5, 10 or 12, 2021	9:30 or 3:30 pm	PC Training
Tuesday,	November 16, 2021	6:30 PM	Regular Meeting
Tuesday,	December 21, 2021	6:30 PM	Regular Meeting

Public Hearing Format for Land Use Hearings Before the Mill City Planning Commission

- A. Opening of the Public Hearing & Rules of Conduct Chairperson
- B. Declarations of Ex Parte Contact, Conflicts of Interest or Bias
- C. Applicant's Presentation of the Application
- D. Staff Report Planning Consultant for the City
- E. Proponent's Testimony (Persons in Favor)
- F. Opponent's Testimony (Persons Opposed)
- G. General Testimony of Individuals or Organizations
- H. Questions of Clarification from the Planning Commission and Staff
- I. Applicant's Summary and Rebuttal
- J. Staff Summary
- K. Close of Public Hearing

Planning Commission Deliberation & Decision

No public testimony is permitted during the Planning Commission's deliberation. The Planning Commission will normally make a recommendation or a decision on an issue following a public hearing but may continue their deliberation to either a special meeting or the next regular meeting of the Planning Commission.

Guidelines for Public Testimony:

The Chair of the Planning Commission, as presiding officer, will recognize all speakers. If you wish to testify during the public hearing, please assist the Chairperson by abiding by the following rules:

1. State your name and address.
2. Indicate whether you support the application, oppose the application or wish to offer general testimony. Provide factual evidence and direct your testimony to the decision criteria.
3. Please keep your testimony brief and to the point. Limit comments to 3-5 minutes per person.
4. Direct any questions you have to the Chairperson. The Chairperson will direct your question to the applicant, city staff or other person who may be able to provide an answer.
5. The Chairperson may limit testimony when it is cumulative, repetitive, irrelevant or immaterial to the issues being considered.

Agenda Item 2

Planning Commission Minutes

1. September 21, 2021

**MILL CITY PLANNING COMMISSION
Meeting of September 21, 2021**

Planning Commission members present: Chair Marge Henning, Jim Grimes, Woody Koenig, David Leach, Caitlin Purdy and Debbie Schenck. Sandy Lyness was excused.

Staff in attendance: Planning Advisor David Kinney.

City Council Representatives: None.

Agency/Applicant Representatives: Kathleen Rustead.

Citizens: Roel Lundquist.

The meeting was called to order at 6:30 p.m. Chair Marge Henning led the pledge of allegiance.

ELECTION OF OFFICERS:

Debbie Schenck nominated Marge Henning for Chair. Woody Koenig seconded the nomination. Unanimous approval to appoint Marge Henning as Chair.

Chair Henning nominated Debbie Schenck for Vice Chair. Unanimous approval to appoint Debbie Schenck as Vice Chair.

M. Kinney advised that City Recorder Stacie Cook will remain as Secretary.

APPROVAL OF MINUTES: *Woody Koenig moved, seconded by Debbie Schenck to approve the minutes of June 15, 2021. The motion carried, (6:0).*

PUBLIC COMMENT: None.

PUBLIC HEARING: File No. 2021-07 Site Review – Duplex

Applicant: Jim Clough, Benchmark Builders, LLC

Location: Corner SW 7th Ave and SW Cedar St

Chair Henning opened the public hearing at 6:36 p.m. with the procedures for the land use hearing. Chair Henning called for any potential conflicts of interest, bias or ex parte contact. None stated.

APPLICANT'S PROPOSAL: Kathleen Rustead, applicant's representative, stated that she represents Jim Clough. The proposal is to construct a duplex. Mr. Clough is open to doing whatever is necessary to make the development work, including dealing with the interceptor tank that is already on the parcel.

Ms. Schenck asked for more information on the existing interceptor tank. Mr. Kinney said that when the sewer system was installed the property was owned by the same person as one of the homes to the south. Rather than installing the tank on the home parcel, the property owner gave permission for the tank to be placed on the vacant parcel adjacent to the home. The City's code does not allow for more than one tank on a parcel. However, due to setback requirements, the only viable option is to allow for the existing tank to remain. The property owner will need to grant an easement for the existing tank so that the homes that the tank serves have a legal right to access the tank.

Mr. Kinney said that the recommended conditions need to be changed to require a ten-foot setback from the south property line to allow for enough room for the easement.

STAFF REPORT: Mr. Kinney said that there are a number of references to four duplexes on Ivy Street that should not be in the staff report. In addition, Mr. Kinney went through some errors regarding street width and utilities that needed to be included/modified.

A final landscaping plan if shrubs are to be installed will need to be submitted to the City.

Chair Henning asked if a non-remonstrance agreement is needed. Mr. Kinney said that the likelihood of this area ever being fully developed is extremely low and, therefore no need for an agreement.

PROPONENT'S TESTIMONY: None.

OPPONENT'S TESTIMONY: None.

GENERAL TESTIMONY: Roel Lundquist, SW Broadway St, asked if vegetative screening will be required. Mr. Kinney said that a fence or vegetative screening are options. A fence is in place. Vegetation is not proposed.

QUESTIONS OF CLARIFICATION FROM PLANNING COMMISSION: None.

APPLICANT'S REBUTTAL: None.

STAFF SUMMARY: Mr. Kinney said that the conditions need to be modified to require a ten-foot setback on the south property line and that an easement for the existing interceptor tank be recorded.

CLOSE OF HEARING: Chair Henning closed the public hearing at 6:34 p.m. and called for deliberation.

DELIBERATION: *Woody Koenig moved, seconded by Caitlin Purdy to approve the site plan for Jim Clough, Benchmark Builders, to construct a duplex on the vacant lot at the SE corner of SW 7th Avenue and SW Cedar Street, and to direct the staff to modify the findings of fact, conclusions and recommended conditions of approval for File No. 2021-07. The motion carried, (6:0).*

OLD BUSINESS: Mill City Falls Park – Overlook and Public Plaza Concept Design Review: Mr. Kinney said that Linn County agreed to do a portion of this work after determining that there would be dollars remaining in the TIGER grant. This will allow the City to add a trellis to the project and will ensure additional lighting in the area.

NEW BUSINESS: North Santiam Canyon Wastewater Facilities Master Plan: Mr. Kinney said that the Council had a presentation on September 14 on this plan and gave a brief overview of how the facility is planned for the Mill City/Gates area. Mr. Kinney said that a gravity flow system is most likely what will be constructed.

The potential for new housing growth will put a strain on Mill City's already tight capacity with the sewer plant so there is a need for a facility plan in order to identify what my need to be done to Mill City's plant in order to accommodate the growth.

Mr. Kinney said that if the creation of the sewer district system takes longer than anticipated, the Planning Commission may have decisions to make about what to recommend to the Council for additional growth. DEQ has stated that they will not require a moratorium on building, but may begin fining if the City goes over the permitted capacity and require an agreement that the matter would be dealt with in a specific time frame.

Set Training Date for Interested Planning Commission Members: Mr. Kinney said that he has a presentation for new members as well as those who would like a refresher. Potential dates will be emailed out for members to comment on.

INFORMATIONAL ITEMS:

City Recorder Report: None.

Mill City Water Main Improvements – 1st Avenue & SW Ivy Street: Mr. Kinney said that the main in 1st Avenue is done except for a curb return on the corner of SE Whitten Road. SW Ivy Street is almost complete. Additional work is being done soon in 1st Avenue between SE Ivy Street and SW Ivy Street in order to install connections for the next phase of the project.

TIGER Grant – SW Broadway and RR Bridge Status: SW Broadway Street paving is complete. The pathway between the park and the bridge will not be finished until after paving is completed. Street trees have not come in and lights are on back order.

The Railroad Bridge painting will be done over the next three to four weeks, after which electrical and railing will be installed. Railing is also on back order, which may keep the bridge from being opened up longer than anticipated.

Grant Award: Storm Drainage Legislative Funding (ARPA) - \$2.9 Million: The City received a \$2.9 Million grant for storm drainage improvements from the legislature, which replaces funding that the City received in the last legislative session but lost due to loss of lottery dollars.

The first element of this project will be a Storm Drainage Master Plan, which the Planning Commission will be involved in. Storm work will be done in the basin on the SW side of town. Work for the storm connected to Freeman Meadows Subdivision is also included in the original scope of work.

2019-09 Freeman Meadows – Final Engineering Plan Submittals: Mr. Kinney said that there has been no movement on this project.

Prospective Applications:

Subdivision: SW 8th Avenue & SW Spring Street – Developers have purchased this property and have filed a variance application for lot width.

Site Review: TapHouse, Hwy 22 & NE 4th Avenue (Old Texaco Station) – Staff is aware of this potential application but it is unknown when it will come in. The biggest issue that will have to be addressed is parking. The proposal shows parking on the east side of the parcel with no access off of the highway.

Upcoming Hearings:

Variance: Lot Dimensions (Lot Width) – SW 8th Avenue & SW Spring Street – Wednesday, October 20, 2021.

BUSINESS FROM THE PLANNING COMMISSION: None.

OTHER BUSINESS: None.

The meeting was adjourned at 7:57 p.m.

Prepared by:

Stacie Cook, MMC City Recorder

Minutes approved by the Planning Commission on the 4th day of August 2020

Agenda Item 4

Public Hearings

File No. 2021-08

Proposal: Variance to Minimum Lot Width

Location: SW 8th & SW Spring St.

Applicant: Glen Kent/Doug Doty
250 Sunset LLC

SCRIPT TO BE READ AT COMMENCEMENT OF A QUASI-JUDICIAL LAND USE PUBLIC HEARING

Good evening, *[The chair will introduce herself and Commission members]*.

I will be presiding over this hearing.

Hearing File 2021-08: Variance to Minimum Lot Size

This is a public hearing to consider Land Use File 2021-08, a variance to the Mill City Zoning Code. The applicant proposes to develop a 7-lot subdivision on SW 8th Avenue in Mill City. He is proposing that 4 of the 7 lots have a lot width less than the required 70' minimum average width in the R-1 residential zone.

The applicants are Glen Kent and Doug Doty, 250 Sunset LLC.

A copy of the agenda and hearing procedures for this meeting is near the entry door. This hearing is now open.

Oregon land use law requires a statement be made available to those in attendance. The detailed Statement, with the information required under ORS 197.763(5), is printed and available.

The Planning Commission will consider the application, written and oral testimony and the criteria listed in the Mill City Zoning Code when making a decision. All testimony, arguments and evidence received during this public hearing must be directed to the approval criteria, or to such other rule, law, regulation or policy which you believe to apply to this case.

If anyone has any questions or objections regarding the Statement or these proceedings, please raise those questions when it comes to your turn to speak during the hearing.

If you testify, please state your name, address, if you support the proposal, are opposed to the proposal or have questions. Please limit your testimony to 3-5 minutes.

Objections

At this time, I would ask the audience if there are any objections:

- (1) Are there any objections to the notice that was sent in this case?
- (2) Are there any objections to the jurisdiction of the Planning Commission to hear and consider this case?

[If there are no objections, the Chair will announce "there are no objections".]

Declarations of Conflict of Interest, Bias and Ex Parte Contact

I will now ask the Planning Commission members if they are ready to consider the proposal:

- (1) Are there any declarations of conflict of interest; ex parte contact or bias by any members of this body?

[If there are declarations, the Chair will have the Planning Commission member(s) state what the conflict, bias or ex parte contact is]

We are now ready for the applicant to present the proposal.

At the completion of the hearing, the Planning Commission may close the hearing or continue the public hearing to the next regularly scheduled meeting in order to solicit additional public testimony.

Follow the Hearing Agenda Format for the order of the staff report and public testimony.

CLOSING STATEMENT

At the close of the public hearing, please read:

The Planning Commission's decision may be appealed to the City Council within 10 days of the mailing of the notice of decision by the City. The decision will be forwarded to the City Council for consideration at their next regularly scheduled meeting. The Council may either ratify the decision or call the matter up for a public hearing.

ORS 197.763(5) STATEMENT INFORMATION REGARDING PROCEDURES FOR LAND USE HEARING

Minor Partition

The City has received a land use application from Glen Kent and Doug Doty, 250 Sunset LLC. They have proposed a 7-lot subdivision at the corner of SW 8th Avenue and SW Spring St. in Mill City on a 1.39-acre parcel. They have requested the City grant a variance to Section 17.12.020 of the Mill City Zoning Code for four of the lots within the proposed subdivision. The zoning code requires a 70'-wide minimum lot width for new lots in the R-1 single-family residential zone. The applicants request the lot widths be reduced to 46', 50', 61' and 43' for the four lots..

All testimony, arguments and evidence received during this public hearing must be directed toward these approval criteria, or to such other rule, law, regulation or policy which you believe to apply to this case. An issue which may be the basis for an appeal shall be raised not later than the close of the record at or following the final evidentiary hearing on this case. Such issues shall be raised with sufficient specificity so as to afford this body, and the parties to this hearing an adequate opportunity to respond to each issue.

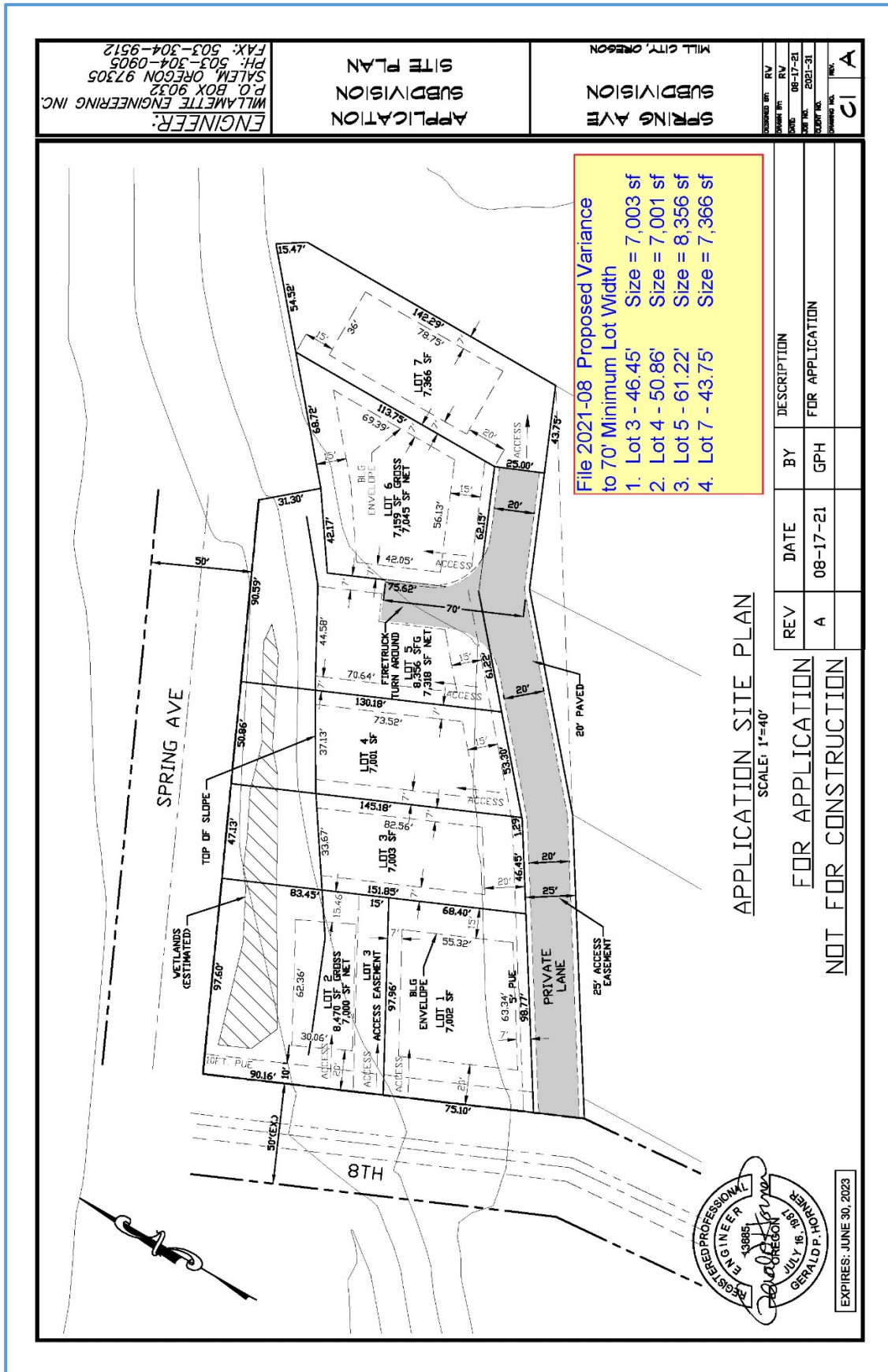
At the conclusion of the public hearing, the Planning Commission will make a decision to either approve or deny the application. An aggrieved party may appeal the Planning Commission decision by filing an appeal with the City Recorder within ten (10) days of the date the City issues a written notice of decision.

Notice of the planning commission decision to approve or deny an application for a minor partition will be sent to the city council. Within twenty-one (21) days of the date of the planning commission decision, the city council will review the decision and determine the need for further public hearings. If the city council determines that no further hearings are necessary, or if the planning commission decision is not appealed, the decision of the planning commission will become effective immediately.

If the City Council either calls up the issue or hears an appeal in this case, the City Council's final action may be appealed within 21 days of mailing of notice of the decision to the Oregon Land Use Board of Appeals.

The Presiding Officer over the public hearing reserves the right to limit the time of any presentation. Please try to avoid repetition; if someone else has already expressed the same thoughts, it is perfectly alright to state that you agree with the statements of that previous speaker. If you have documents, maps or letters that you wish to have considered by this body, they must formally be placed in the record of this proceeding. To do that, either before or after you speak, please leave the material with Planning Staff who will make sure your evidence is properly taken care of.

Prior to the conclusion of the initial evidentiary hearing in this case, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application involved here. Continuances may take the form of holding an additional public hearing with oral testimony allowed or may consist of holding the evidentiary record open for a period of time designated by the City, for submittal from the public of written evidence. If you have any questions regarding any of the information contained in this Statement, please voice those questions, or objections at the time you testify. If you do not wish to testify, your questions or objections may be submitted in writing and will be dealt with during the course of the hearing. Any written material must be presented prior to the closure of the record in this case.





City of Mill City

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MILL CITY PLANNING COMMISSION STAFF REPORT and FINDINGS

STAFF REPORT DATE: October 11, 2021

HEARING DATE: October 20, 2021

FILE NUMBER: 2021-08 VARIANCE

APPLICANT/OWNERS: Doug Doty and Glen Kent, 250 Sunset LLC

PROPERTY: SE Corner Lot, SW 8th Avenue and SW Spring Street, Mill City, OR

Assessor's Map	Tax Lot	Account	Acres	Zoning
T09S R3E 30DC	01100		1.39	SFR Residential (R-1)

EXHIBITS:

- EXHIBIT A Applications (on file at City Hall)
- EXHIBIT B Notices of Public Hearing (on file at City Hall)
- EXHIBIT C Engineering Plan Sheets (3 sheets)
 - C-1 Conceptual Plan 7-lot subdivision
 - C-2 Proposed Utility Plan
 - C-3 Infiltration Trench Plan
- EXHIBIT D Public Testimony:

REQUEST: Variance to the Mill City Subdivision Code 16.040.040 "Lot Size & Shape"
 Variance to the Mill City Zoning Code 17.12.040 "Lot Size & Width"

CRITERIA:

- Mill City Municipal Code (MCMC) – Title 16 Subdivision**
 - **Chapter 16.40** *Design Standards*
 - Section 16.40.040.A Lot Size and Shape
- Mill City Municipal Code (MCMC) – Title 17 - Zoning**
 - **Chapter 17.12** *SFR Residential Zone (R-1)*
 - Section 17.12.040 Lot size and width
 - Section 17.12.060 Yard Requirements
 - **Chapter 17.56** *Variances*
 - Section 17.56.010 Authorization to Grant or Deny Variances
 - Section 17.56.020 Conditions
 - Section 17.56.030 Criteria for Granting a Variance
 - **Chapter 17.72** *Wetlands Protection*

I. Applicant's Proposal

On August 25, 2021 the City of Mill City received a land use application from the Glen Kent and Doug Doty, 250 Sunset LLC, requesting the City approve a variance to the 70' minimum lot width requirement for four lots within a proposed subdivision at the corner of SW 8th and SW Spring Street in Mill City, Oregon.

The applicants have presented a concept plan for a 7-lot subdivision on a vacant 1.39-acre tract of land at the corner of SW 8th Avenue and SW Spring Street. Before filing a subdivision application, the applicants request the City approve a variance to the minimum lot width requirement in Section 17.12.040 of the Mill City Zoning Code. Four of the proposed lots (Lots 3, 4, 5 and 7) will have a lot width less than the minimum required 70' wide lot width. If the variance is approved, the proposal will allow the developers to create four lots (Lots 3, 4, 5 & 7), within a proposed 7-lot subdivision, with lot widths varying from 43.75' to 59.5' wide. The property is zoned Single-Family Residential (R-1). Exhibit C-1 shows the proposed lot sizes and shapes.

Figure 1
Project Site – TL 1100, SW 8th Avenue & SW Spring Street, Mill City

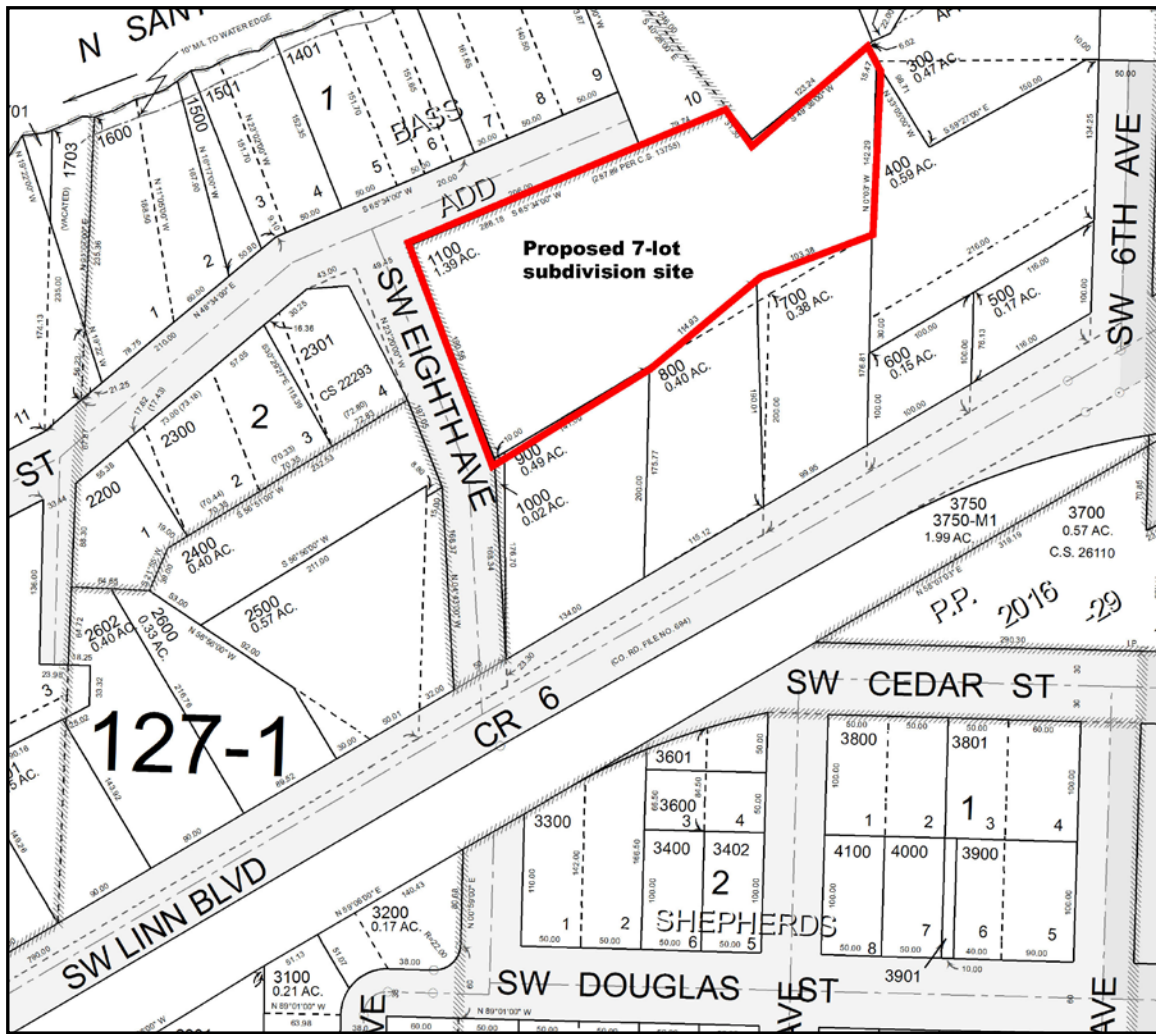
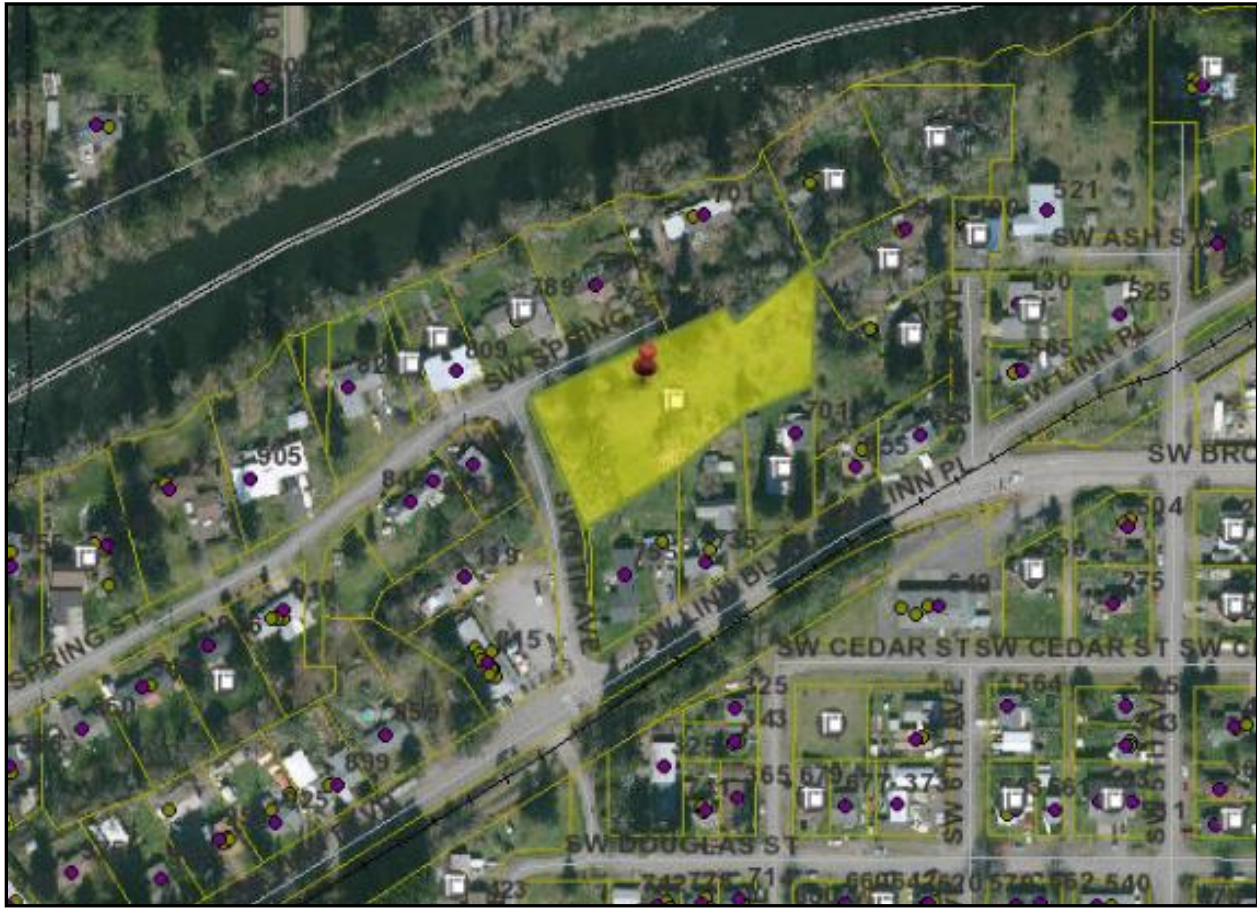


Figure 2
Aerial Photo showing existing neighborhood, SW 8th Avenue and SW Spring Street, Mill City



II. BACKGROUND INFORMATION

A. Pre-Application Information and Application Submittals:

The applicant filed an application with the City on August 18, 2021. The application for the Variance was deemed complete on August 25, 2021, when Exhibit C was submitted. The Planning Commission must make a decision within 120 days of the date the application is deemed complete. Therefore, the final local decision must be made by December 23, 2021 to comply with the “120 Day Rule”.

B. Application, Land Use Procedure and Review Requirements:

Chapter 17.64 of the Mill City Municipal Code (MCMC) outlines the application, notice and review requirements for land use applications. A variance a quasi-judicial review process.

C. Burden of Proof:

The burden of proof is on the applicant to present the application to the Planning Commission and to present information which shows that the application meets the criteria for approval.

D. Public Hearing and Notices of Public Hearing:

A public hearing will be held by the Planning Commission on Tuesday, October 20, 2021 as part of the regularly scheduled Planning Commission meeting that begins at 6:30 p.m. at the City Hall, 444 South First Avenue in Mill City, Oregon. The Planning Commission will make its decision based on the criteria found in the Mill City Zoning Code, Chapter 17.56 "Variances". The Searchable City Code can be viewed under "Documents" at the City of Mill City website: <http://www.ci.mill-city.or.us/>.

Notice of any public hearings must be provided to affected governmental agencies, adjacent property owners and published in a newspaper of general circulation in the community. Written notice shall be mailed to owners of property within 200' of the subject property at least 20 days prior to the initial evidentiary hearing. Notice of the initial evidentiary hearing was mailed 20 days prior to the October 20, 2021 hearing.

E. Existing Conditions:

The parcel is a vacant 1.39-acre lot at the SE corner of SW 8th Avenue and SW Spring Street. The property is basically flat, it slopes slightly to the northwest to SW Spring Street.

Adjacent uses are:

- | | |
|--------|---|
| EAST: | Single-family homes at 93 SW 6 th Ave (0.47-acre) and 131 SW 6 th Ave (0.65-ac). |
| SOUTH: | Single-family homes at 701, 735 & 755 SW Linn Blvd (0.38 to 0.47 acre lots). |
| WEST: | Single-family home at 139 SW 8 th Ave (0.39-ac) and 802 SW Spring (0.20-ac). |
| NORTH: | Single-family homes at 701, 769, 789 and 801 SW Spring St. on the north side of street abutting the N. Santiam River. (0.42 to 0.86 acres). |

F. Utilities:

Existing utilities are shown on Figure 3. The property can be served with city water and sewer services and by private utilities.

1. Water:

- SW 8th Avenue (Linn Blvd-SW Spring): An existing 4" water main is in poor condition. The City will replace this main in 2022 with a new 8" main.
- SW Spring St (west of 8th). An existing 6" water main. A fire hydrant on SW Spring Street is located within 100' of the applicant's property.
- SW Spring St. (NE of 8th). An existing 2" main serves 4 homes along the river.

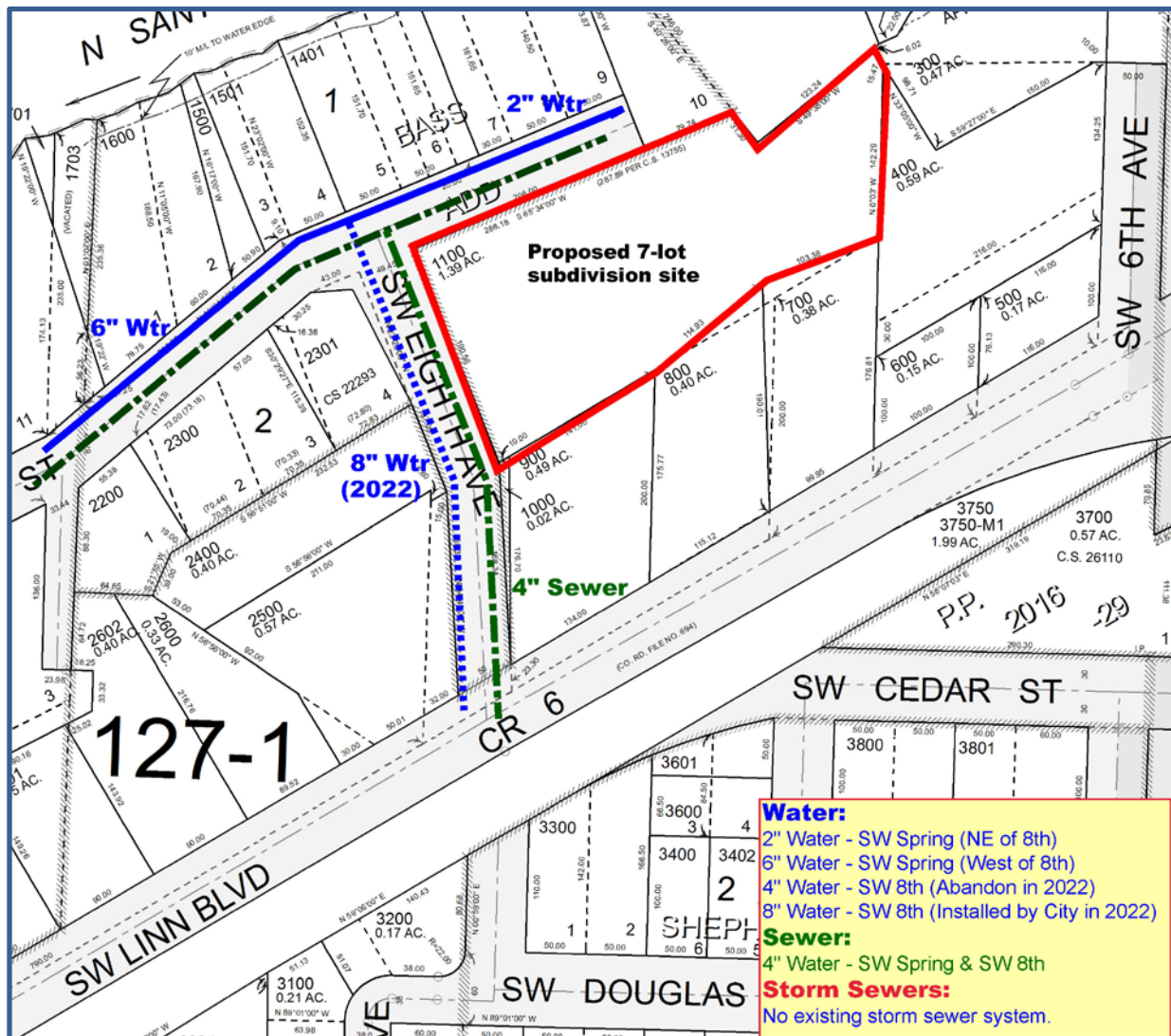
2. Sewer:

An existing 4" sewer line is located in SW 8th Avenue and SW Spring Street. These mains are adequate to serve the development site.

3. Storm Drainage and Storm Sewers:

There are no storm sewers in the area. Storm drainage from the site collects at the NW corner of the 1.39-acre site at the corner of SW 8th and SW Spring St. in a natural wetland area.

Figure 3
Location of Existing Public Utilities in SW 8th Avenue



4. Easements: Sewer easements will be required at time of subdivision.
5. Private Utilities: Private utilities will need to be extended to all new building lots.
 - a. Pacific Power has power lines available. Underground power is required.
 - b. NWNG has a natural gas line on the south side of SW Spring Street and the east side of SW 8th Street.

G. Streets, Sidewalks and Storm Drainage:

SW Spring Street: SW Spring Street is a turnpike style street with a 50'-wide right-of-way and a 20'- 22'-wide AC pavement width. There are no curbs, gutters or sidewalks in front of the applicant's property.

SW 8th Avenue: SW 8th Avenue is a turnpike style street with a 50'-wide right-of-way and a 20'+-wide AC pavement that is off-set to the west side of the right-of-way. There are no curbs, gutters or sidewalks in front of the applicant's property.

Storm Sewer: There are no storm sewers in the vicinity.

ROW Construction Permit: The applicant will need to obtain a ROW construction permit for all street, driveway and utility work in the public right-of-way.

H. Agency Comments and Public Testimony:

1. Agency Comments. Agency comments were solicited from the following agencies: Pacific Power, NW Natural Gas, Frontier Communications, WAVE Broadband, Pacific Sanitation and the Mill City Rural Fire District. Responses were requested back by October 11, 2021.

As of October 11, 2021, the City had not received any agency comments. Any agency comments received prior to or during the public hearing will be made part of the record.

2. Public Testimony. The City sent notices of the public hearing to surrounding property owners. As of October 11, 2021, the City had not received any written testimony. Written testimony received prior to or during the public hearing will be made a part of the record.

III. FINDINGS

The application was reviewed to determine whether the proposal complies with the applicable standards and criteria in Title 16-Subdivision and Title 17-Zoning of the Mill City Municipal Code. Applicable decision criteria for a variance to the lot size requirements are found in Chapter 17.56 "Variances" in the zoning code.

A. Chapter 17.12 – Single-family Residential (R-1) District

The following standards in the R-1 zone apply to this proposal.

17.12.020 Permitted Uses – R-1 Zone. Single-family homes are allowed as an outright permitted use.

17.12.040 Lot Size, width and coverage. In an R-1 zone, the minimum requirements are:

Lot Size: 7,000 sf per single-family home.

Lot Width: 70' minimum.

Lot Depth: Section 16.40.040.A.1 of the Mill City Subdivision Code states lot depth shall not exceed 2½ times the average width of the lot.

FINDINGS: The R-1 residential zone allows Single-family subject to compliance with the standards in Chapter 17.12. Exhibit C-1 includes the proposed site plan. Figure 4 (from Exhibit C-1) shows proposed lot layout and lot sizes. Table 1 lists the proposed lots and whether or not they comply with the minimum lot size, lot width and lot depth standards of Section 17.12.040.

Figure 4
Proposed Lot Layout from Exhibit C-1

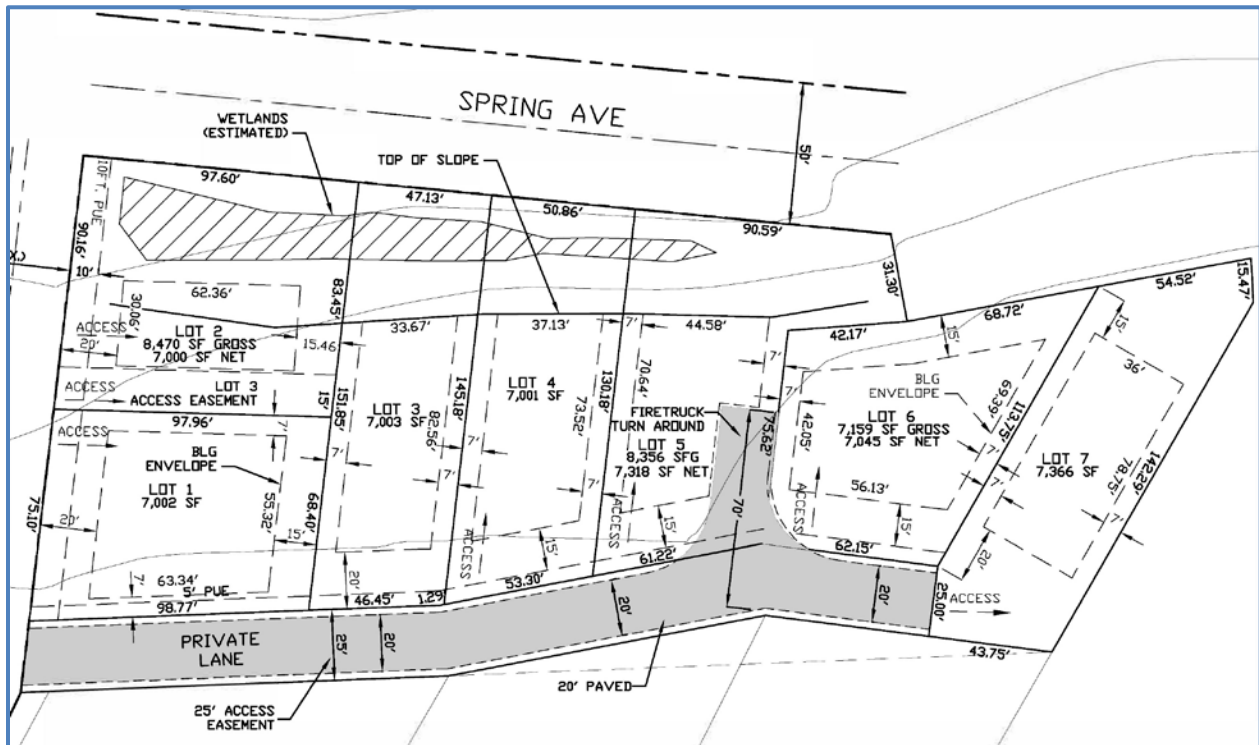


Table 1
Proposed Subdivision Lots
Compliance with Minimum Lot Standards

Lot #	Lot Size (Gross)	Lot Size (Net Buildable)	Lot Width (Average)	Lot Depth	Variance Needed (Yes/No)
17.12.040 Standard	7,000		70'	Depth Less than $2\frac{1}{2} \times$ Width	
1	7,002	7,002	75.10	97.96	
2	8,470	7,000	90.16	97.60	
3	7,003	7,003	47+/-	145.18 (3.08 x width)	Yes
4	7,001	7,001	52+/-	130.18 (2.5 width)	Yes
5	8,356	7,318	60+/-	130.18	Yes
6	7,159	7,045	75+	96'+/-	
7	7,366	7,366	50+/-	128' +/- (2.58 width)	Yes

A variance to the minimum lot size and shape requirements must be approved for Lots 3, 4, 5 and 7 in order for the applicant to proceed with a subdivision using the lot dimensions shown on Exhibit C-1. If the variance is approved, a subdivision application may be filed with the lot dimensions shown. If the variance is denied, a subdivision plan may be filed, but a revised layout complying with the city's lot size and shape requirements must be prepared.

B. Chapter 17.56 – Variance Standards

Chapter 17.56 establishes decision standards for a variance. The following sections of Chapter 17.76 apply to this proposal.

17.56.030 Variance Criteria. The decision to approve or deny a variance shall be based on the following criteria.

- A. Unique or extraordinary circumstances apply to the property which do not generally apply to other properties in the same zone or vicinity, and result from lot size or shape, topography or other circumstances over which the owners of property, since the enactment of this title, have no control.**
- B. The variance is necessary for the preservation and enjoyment of the same property right as possessed by owners of other property in the same zone and vicinity.**
- C. The variance is not in conflict with the general purpose and intent of this title [the Mill City Zoning Code], or to property in the same zone or vicinity in which the property is located.**
- D. The variance is consistent with the goals and policies in the comprehensive plan.**

FINDINGS and CONCLUSION: The City reviewed the applicant’s submittals for compliance with the criteria in Section 17.76.030.

CRITERIA A: Unique or extraordinary circumstances apply to the property which do not generally apply to other properties in the same zone or vicinity, and result from lot size or shape, topography or other circumstances over which the owners of property, since the enactment of this title, have no control.

Facts:

1. The property is located in the R-1 zone. The R-1 zone allows building lots for new single-family homes with a minimum lot size of 7,000 sf, 70’ average width and lot depths up to 2½ times the average lot width.
2. The applicant is proposing to create 7 lots to allow for construction of 7 new single-family dwellings, as shown on Exhibit C-1 (Figure 4 above).
3. The property located at the intersection of SW 8th Avenue and SW Spring Street is a 1.39-acre parcel.
4. The site has a steep bank and a small wetland on the north 1/3rd of the site, which prevents the creation of new building lots with direct access to SW Spring Street. The wetland along SW Spring St. has an elevation from 795’-805’. The wetlands are at the bottom of a steep slope that drops toward the SW Spring Street from an elevation of 810’+/-.
5. The applicant has proposed creating an access driveway to new lots from SW 8th Avenue. Buildable lot areas are located on the south (upper area above the slope) and no buildable lot area is shown in the wetlands along SW Spring Street. The upper 2/3rds of the site, including the buildable lot areas, is located on a bench above the 810’ elevation line.
6. The applicant submitted the following explanation on why the proposal is an unusual circumstance:

“The proposed subdivision has been designed to provide an efficient and pleasant neighborhood. All lots meet the minimum net 7,000 square foot requirement.”

The dimensions of the available land minimize the available property to meet the 70' width code requirement for all the lots.

Also, the wetlands along Spring Ave [sic] limit all lot access to be from 8th Street. This limits the possible land development arrangements.

The property is bordered by Spring Ave [sic] and 8th Street. Frontage along Spring Ave and private access is not possible from Spring Ave. Therefore, private access is limited to 8th Street. This affects the possible lot arrangement."

Conclusions: The City's planning consultant concludes the following unusual circumstances exist:

1. The location of the wetlands adjacent to SW Spring Street and the steep slope on the north 1/3rd of the site limit development options, require protection of any delineated wetlands and prohibit the creation of new driveways to SW Spring Street.
2. Development of a private access driveway from SW 8th Avenue to new building lots allows for the development of the site at the densities allowed in the R-1 zone, while still protecting the wetlands and minimizing development on the slope.
3. The Planning Commission may permit use of a private access easement and driveway (minimum width 25'), under Section 16.40.040.B of the Mill City subdivision code.

The proposal complies with Criteria A.

CRITERIA B: **The variance is necessary for the preservation and enjoyment of the same property right as possessed by owners of other property in the same zone and vicinity.**

Facts:

1. The property is located in the R-1 zone. The R-1 zone allows building lots for new single-family homes with a minimum lot size of 7,000 sf.
2. The applicant submitted the following explanation on why the variance is necessary to protect the same property right as that held by owners of other property in the R-1 zone:

"The minimum Mill City lot size is 7,000 square feet. The size of the existing parcel easily provides enough space for 7 new residential lots. However, wetlands and property dimensions limit the width of 4 lots.

Other Mill City properties have the right to subdivide into 7,000 square foot lots. This variance would provide the same right to this property."

Conclusion: The City's planning consultant concurs with the applicant that the R-1 zone allows for the creation of buildable 7,000 square foot lots for construction of new single-family homes. The applicant has the right to subdivide the property, as long as the proposed lots comply with the city's other zoning and subdivision requirements. The proposal complies with Criteria B.

CRITERIA C: **The variance is not in conflict with the general purpose and intent of this title [the Mill City Zoning Code], or to property in the same zone or vicinity in which the property is located.**

Facts:

1. Exhibit C-1 (Figure 4) shows Lots 3, 4, 5 & 7 have lot widths less than the required 70' average lot width.

2. Proposed Lot 2 has 8,356 square feet. Figure 4 shows a 96.70' x 30'+ area encompasses wetlands at the NW corner of SW 8th & SW Spring Street. If this is correct, a 2,700 to 3,000 square foot area of Lot 2 is not buildable, leaving 5,300 to 5,600 square feet of buildable lot area.
3. Proposed Lot 3 has 7,003 square feet. Figure 4 shows a 47.13' x 30'+ area as wetlands. If this is correct, a 1,400 square foot area of Lot 3 is not buildable, leaving 5,600 square feet of buildable lot area.
4. Proposed Lot 4 has 7,001 square feet. Figure 4 shows a 50.86' x 30'+ area as wetlands. If this is correct, a 1,500 square foot area of Lot 4 is not buildable, leaving 5,500 square feet of buildable lot area.
5. Proposed Lot 5 has 8,356 square feet. After removal of an area for a fire turnaround, the net lot size is 7,318 square feet. There is a very small portion of wetlands shown at the northwest corner of the site that is not buildable. The site appears to have close to 7,000 square feet of buildable lot area.
6. Proposed Lot 7 has 7,366 square feet. The entire lot area is buildable.
7. Chapter 17.72 includes standards for the protection of delineated wetlands. Wetland protection measures prohibit the development of structures, hardscape, landscaping or other urban type improvements on delineated wetlands. In cases where the wetlands are not delineated a minimum 20' buffer shall be provided.
8. The applicants site map shows the existence of wetlands along SW Spring St.
9. The applicants proposed lot layout shows the wetlands along SW Spring St. will be part of Lots 1, 2, 3 and 4. The wetland areas of these parcels have been included in the lot size calculations for Lots 1 to 4.
10. The wetlands will not be retained on a separate parcel for protection or dedicated to the public as a part of the SW Spring Street right-of-way.
11. The applicant submitted the following explanation on why the variance is not in conflict with the general purpose or intent of the Zoning Code or to property in the R-1 zone or vicinity in which the property is located.

"The lots meet the required minimum size of 7,000 square feet. The lots are all buildable for single-family dwellings which will match the surrounding area."

Conclusion: As noted under Criteria B's conclusion, the Planning Consultant concurs the applicant has the right to develop/subdivide the site into building lots for construction of single-family homes.

However, Exhibit C-1 shows a wetland exists on the north edge of the property adjacent to SW Spring Street. Under the City's wetland development criteria in Chapter 17.72, delineated wetlands shall be avoided or protected from new development. For lots 2, 3, 4 and 5, the wetlands area cannot be considered part of the buildable lot area. Removal of the wetlands from the net buildable area for Lot 3 and 4 that are 5,500+/- square feet in size, well below the 7,000 square foot minimum lot size. After the wetlands are avoided or protected, the reduction of the lot width for Lots 3, 4 and 5 leaves a net buildable area below the minimum 7,000 square feet of lot area required in the R-1 zone. The proposal does not comply with Criteria C.

CRITERIA D: The variance is consistent with the goals and policies in the comprehensive plan.

Facts:

1. The following land use goals (LU) and natural resource goals (NR) and policies in the Mill City Comprehensive Plan apply to the applicant's proposal.

Goal LU-5: To develop and maintain residential neighborhoods that are pleasant, safe, attractive and healthful.

Goal LU-6: To provide opportunities for a mix of housing types and lifestyles within the economic capabilities of the present and future citizens of Mill City.

Policy LU-6 Mill City will encourage redevelopment of existing properties and the infilling of vacant residential land where public facilities and services are available.

Goal 7: To ensure identified locally significant wetlands will continue their functions unimpaired by development activity.

NR Policy 13: Wetlands are sensitive habitat for fish and wildlife. Wetlands, including the locally significant wetlands identified in the Local Wetlands Inventory Report, City of Mill City, Linn and Marion Counties, Oregon, shall be provided with protection from disturbance by utilizing protection measures that comply with Statewide Planning Goal 5 and Oregon Administrative Rule 660-division 23.

NR Policy 14: Development projects that affect wetlands shall comply with the adopted local wetlands inventory in order to protect water quality and natural hydrology, to control erosion and sedimentation, and to reduce the adverse effects of flooding and thereby protecting the hydrologic and ecologic functions these wetland areas provide for the community. Development on properties containing wetlands will be reviewed using a Site Plan Review procedure as described in the zoning code to provide maximum opportunities to protect any significant wetlands.

2. The applicant submitted the following explanation on why the proposal complies with the Mill City Comprehensive Plan goals and policies:

"The comprehensive plan indicates single family residences for the property located at this property. This application with the variance proposal provides single-family parcels which are consistent with the goals and policies of the comprehensive plan."

Conclusion: The purposes of the SFR plan designation and the code requirements of the R-1 zone are designed to permit development of single-family residential subdivisions and development. Development of this 1.39-acre site is a logical in-fill project. Utilities and streets are readily available.

The Mill City Comprehensive Plan also has natural resource goals and policies and the Zoning Code has requirements to protect/avoid wetlands⁶⁶. In this case, the Planning Consultant concludes the proposal can comply with Criteria D by redesigning the proposed lot layout to avoid/protect the wetlands and provide lots with 7,000 square foot net buildable areas.

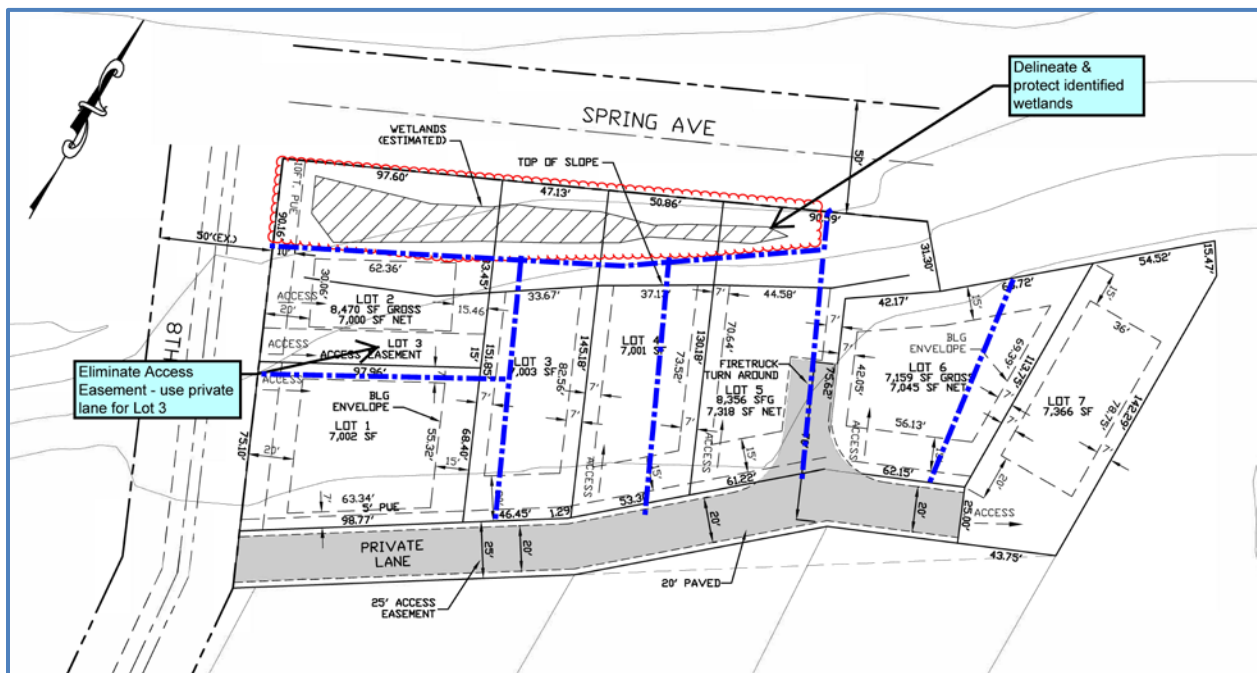
IV. CITY PLANNER CONCLUSION AND RECOMMENDATION

FILE 2021-08 --- VARIANCE to MINIMUM LOT SIZE REQUIREMENTS

Based on the findings contained in this report, the City's Planning Consultant concludes the proposed variance does not comply with Criteria C.

The site is a logical in-fill site, which may be developed with the development concept proposed by the applicant. The Planning Consultant recommends the public hearing be continued to give the applicant an opportunity to modify the proposal.

Figure 5
Alternative Lot Layout for Applicant's Consideration



If the applicant does not want to modify the proposal, the Planning Consultant recommends the proposal be denied.

The decision on this variance is not a decision on the proposed subdivision. A subdivision application must be filed and a public hearing on the subdivision will be considered by the Planning Commission at a future date.

IV. BURDEN OF PROOF

The burden of proof is on the applicant to present the applications to the Planning Commission and to present information which shows that the application meets the criteria for approval of the City of Mill City subdivision code for a minor partition.

VI. PLANNING COMMISSION OPTIONS

- A. Approval of the lot width variance for Lots 3, 4, 5 and 7 and to direct the City Planning Consultant to modify the findings and conclusions to reflect the Planning Commission's deliberations that the proposal complies with the applicable variance approval criteria.
- B. Denial of the lot width variance for Lots 3, 4, 5 and 7 and adoption of the findings and conclusions in the staff report.
- C. Continue the hearing to the next regularly scheduled planning commission meeting at 6:30 p.m. to consider additional public testimony.

VII. MOTIONS

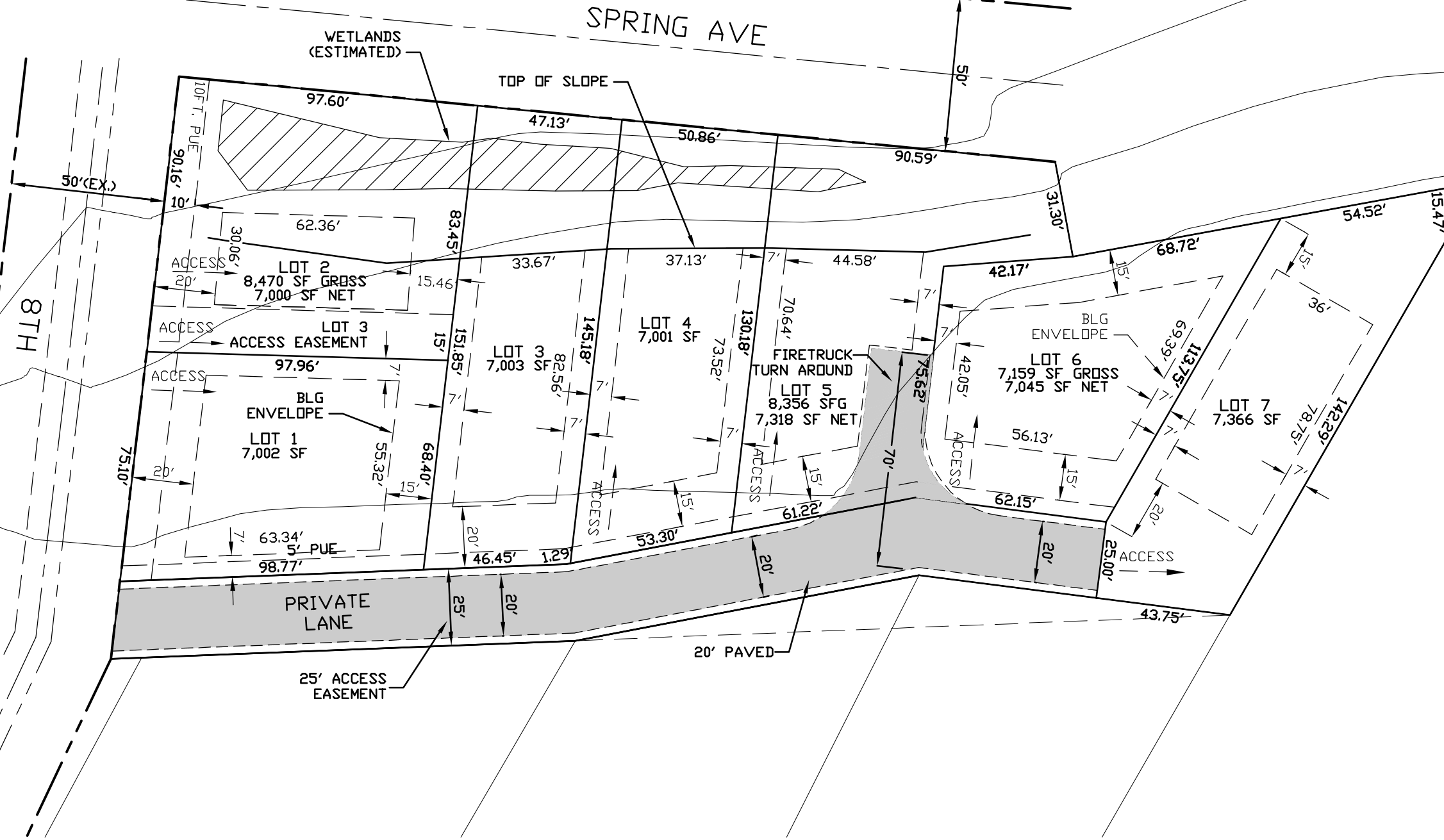
Approval:	To approve the lot width variance for proposed Lots 3, 4, 5 and 7 for Doug Doty and Glen Kent, 250 Sunset LLC, and to adopt modified findings and conclusions to reflect the Planning Commission's deliberations.
Continue:	To continue the public hearing to next regular meeting of the Planning Commission on November at 6:30 p.m.
Denial:	To deny the application because the applicant has not demonstrated the proposal complies with all of the Mill City Development Code criteria and to direct the staff to prepare a final Notice of Decision denying the variance.

ENGINEER:
WILLAMETTE ENGINEERING INC
P.O. BOX 9032
SALEM, OREGON 97305
PH: 503-304-0905
FAX: 503-304-9512

APPLICATION
SUBDIVISION
SITE PLAN

SPRING AVE
SUBDIVISION
MILL CITY, OREGON

DESIGNED BY: RW
DRAWN BY: RW
DATE: 08-17-21
JOB NO. 2021-31
CLIENT NO.
DRAWING NO. REV.
C A

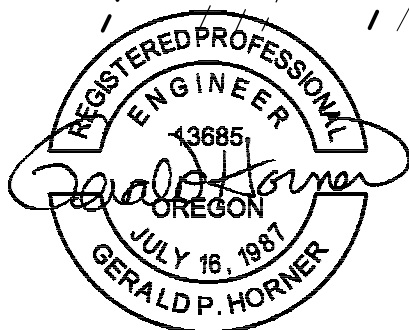


APPLICATION SITE PLAN

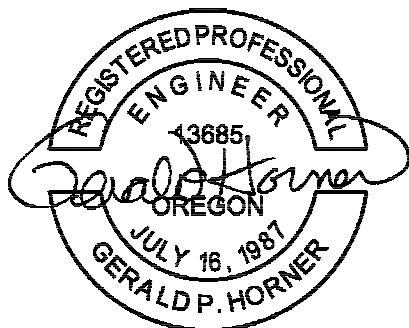
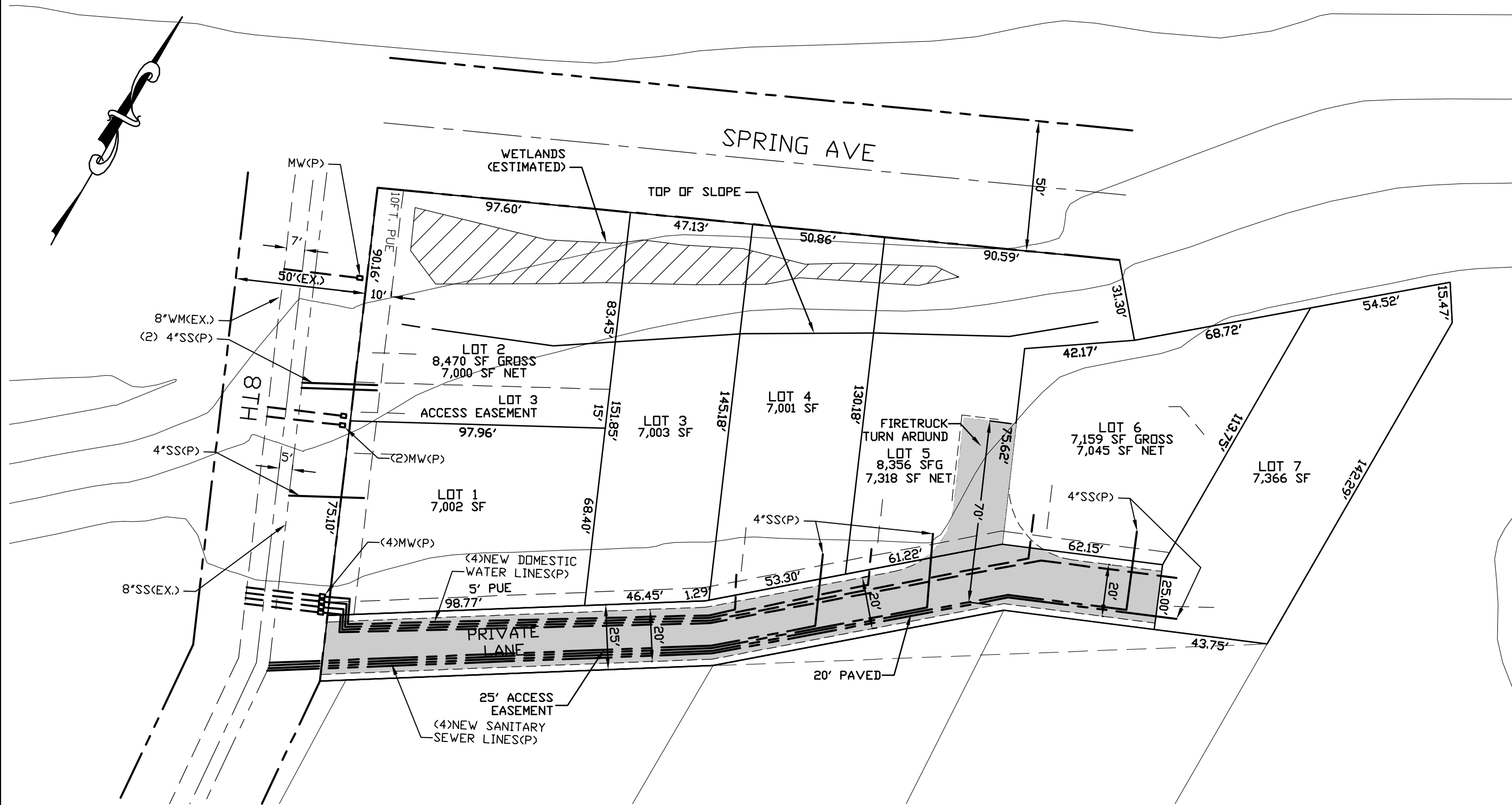
SCALE: 1"=40'

FOR APPLICATION
NOT FOR CONSTRUCTION

REV	DATE	BY	DESCRIPTION
A	08-17-21	GPH	FOR APPLICATION



EXPIRES: JUNE 30, 2023



EXPIRES: JUNE 30, 2023

UTILITY PLAN
SCALE: 1"=40'
FOR APPLICATION
NOT FOR CONSTRUCTION

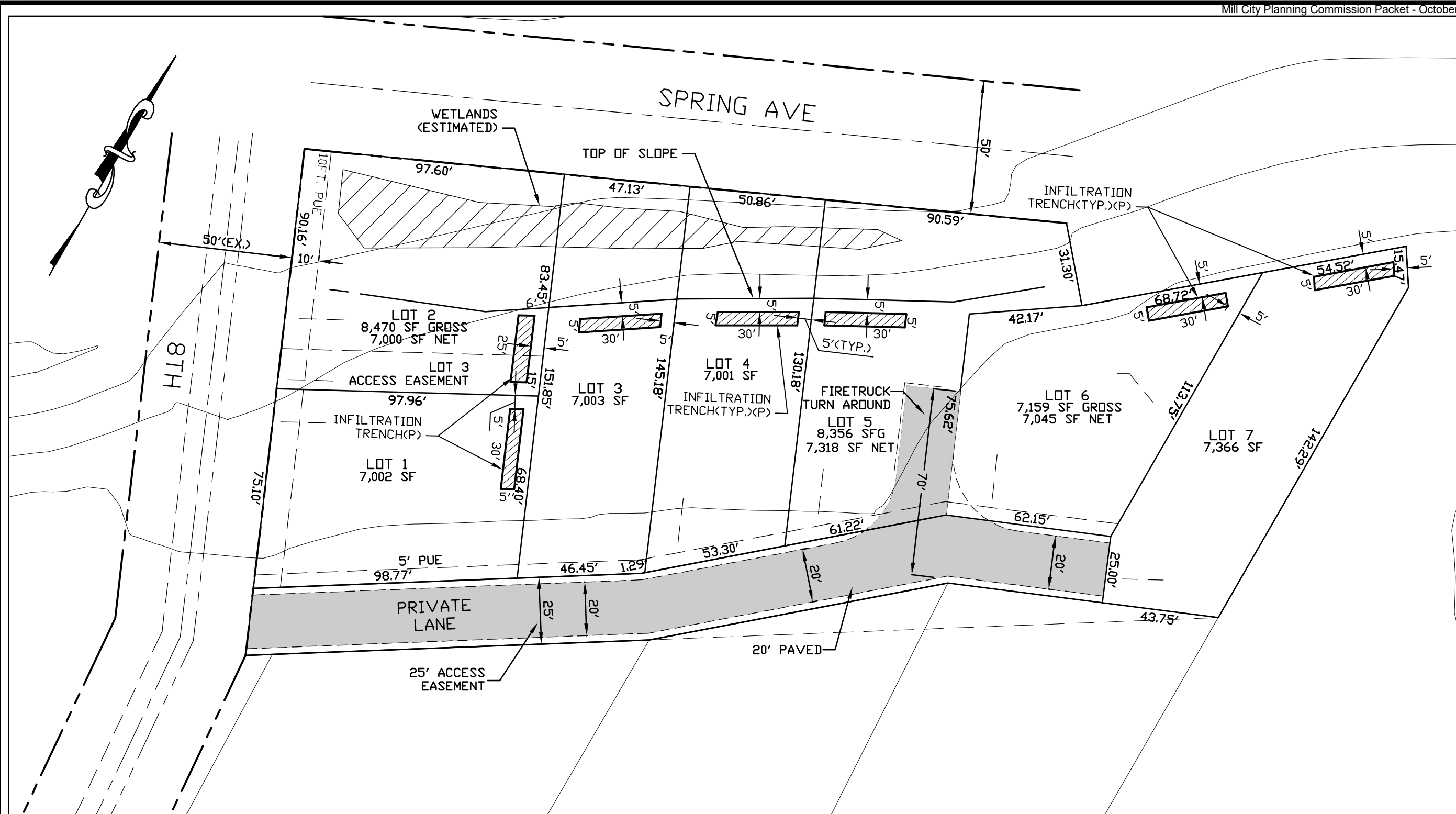
REV	DATE	BY	DESCRIPTION
A	08-17-21	GPH	FOR APPLICATION

ENGINEER:
WILLAMETTE ENGINEERING INC
P.O. BOX 9032
SALEM, OREGON 97305
PH: 503-304-0905
FAX: 503-304-9512

PROPOSED
UTILITY
PLAN

PROPOSED
SPRING AVE
SUBDIVISION
MILL CITY, OR

DESIGNED BY:	GPH
DRAWN BY:	RW
DATE:	08-17-21
JOB NO.	2021-31
CLIENT NO.	
DRAWING NO.	REV.
C2	A



ENGINEER:

WILLAMETTE ENGINEERING INC
P.O. BOX 9032
SALEM, OREGON 97305
PH: 503-304-0905
FAX: 503-304-9512

INFILTRATION
TRENCH
PLAN

SPRING AVE
SUBDIVISION



EXPIRES: JUNE 30, 2023

INFILTRATION TRENCH SITE PLAN

SCALE: 1"=40'

FOR APPLICATION
NOT FOR CONSTRUCTION

REV	DATE	BY	DESCRIPTION
A	08-17-21	GPH	FOR APPLICATION

DESIGNED BY: gph
DRAWN BY: RW
DATE: 08-17-21
JOB NO. 2021-31
CLIENT NO.

DRAWING NO. REV.
C3 A

Agenda Item 6

Old Business

- 6a. Mill City Falls Park: Overlook & Plaza
Concept Plans

The concept plans will be either handed out at the PC meeting or sent out to Commission members in a separate email.

Agenda Item 7

New Business

- 7a. Mill City Zoning Code/Development Code Update
- 7b. Total Maximum Daily Load (TMDL) Plan Update

David W. Kinney
Community Development Consultant
791 E. Hollister St., Stayton, OR 97383
(503) 551-0899
Email: dwkinney@wvi.com

October 11, 2021

To: Chairman Marge Henning and Planning Commissioners
From: David W. Kinney, Planning Consultant
In RE: New Business Items for October 20, 2021 Meeting

7. New Business

a. Mill City Zoning Code / Development Code Update

The Mill City Zoning/Development Code has several areas which warrant a thorough review and update. Stacie and I would like to update the codes so they are consistent with the DLCD Model Development Code for Small Cities.

Action Needed: Discussion.

b. TMDL Plan Update Required - Mercury Standards

Stacie Cook will discuss a recent directive from DEQ that will require Mill City and other communities in the Willamette Basin to update their Total Maximum Daily Load (TMDL) plan to address recent changes to Mercury Standards in the basin..

This update will likely be done as part of the City's update to the Storm Drainage Master Plan in 2022/2023.

Action Needed: Discussion.

Agenda Item 8

Informational Items

- a. City Recorder Report
- b. Mill City Water Main Improvements
- c. TIGER Grant – Project Update
- d. SCA Grant Decision (SW Ivy) – If info available
- e. Planning Consultant Invoices
- f. Prospective Applications
- h. Upcoming Public Hearings

David W. Kinney
Community Development Consultant
791 E. Hollister St., Stayton, OR 97383
(503) 551-0899
Email: dwkinney@wvi.com

October 11, 2021

To: Chairman Marge Henning and Planning Commissioners
From: David W. Kinney, Planning Consultant
In RE: Informational Items for October 20, 2021 Meeting

8. Informational Items

a. City Recorder Report

b. Mill City Water Main Improvements (S. 1st Avenue and SW Ivy Street)

M. L. Houck Construction is nearly complete with the installation of new 8" water lines on S. 1st Avenue (Broadway to Whitten) and SW Ivy & SW Hall (1st Ave to SW Kingwood Ave). They have completed the SW Ivy section. Final testing and activation of the new water services/meters should be completed by October 31, 2021. Paving of the trenches is weather dependent.

c. TIGER Grant – SW Broadway & RR Bridge Status Update

SW Broadway: Final work to install street lights, street trees, benches/trash cans and landscaping plantings will not be completed until late October. We will discuss the design for the Mill City Plaza area as a separate item. Final paving/widening of the pedestrian path will not be completed until the RR Bridge project is completed in November.

RR Bridge Rehab: The RR Bridge painting is underway. The painting subcontractor is sand blasting the bridge and will repaint the bridge by November 15, 2021. Installation of the railing and lighting systems will then be completed. The bridge is not expected to be open to the public until sometime in late November.

d. ODOT - Small Cities Allotment Grant Request (SW Ivy Overlay)

The City submitted a grant application to ODOT to pay for an AC pavement overlay on SW Ivy Street. If funded, the \$100,000 grant will pay for a pavement overlay. ODOT normally makes decisions on grant awards by November 30th each year.

e. Planning Consultant Invoice

g. Prospective Applications

- i. 7-Lot Subdivision: A seven-lot subdivision has been proposed on a 1.5+/- acre parcel at the corner of SW Spring St. and SW 8th Avenue. An application is expected to be submitted in the next month or two. A variance application for lot dimensions is part of this agenda.
- ii. Tap House (Old Texaco Station): The City expects to receive an application in the next month or two to redevelop the old Texaco gas station on Hwy 22 (@ NE 4th) into a Tap House pub. The pub will include indoor and outdoor seating areas. Street and parking improvements are the primary issues for this redevelopment.

David W. Kinney
 Community Development Consultant
 791 E. Hollister St.
 Stayton, OR 97383-1334
 Phone: 503-769-2020 * Cell: 503-551-0899
 E-mail: dwkinney@wvi.com

INVOICE

Client: **City of Mill City**
 P.O. Box 256
 Mill City, OR 97360

Project: Planning & Administrative Services Job #: 1025

Billing Date: October 1, 2021

Professional Services rendered to the City of Mill City for the planning and administrative services during the period from September 4-30, 2021.

Planning and Administrative Services:

General Administrative and Grant Project Services;

- 1.25 hours **Administrative and Budget Support:** ZOOM call w/ Stacie Cook and Ethan Brown re: potential tech assistance to fire impacted communities in the Santiam Canyon; Calls with Stacie & LC Roads re final design contract for Cedar Creek Bridge Replacement; Review FY 2021-2022 personnel expenses.
- 9.35 hours **General Planning Services:** Code Interpretations; Review prelim plans for Craft Pour House at NE 4th & Hwy 22 & email comments to City; Prep PC Packet for 9-21-2021 meeting; Attend PC Meeting; Review PC items with Stacie Cook; Calls & Emails w/ Brian Bainnson to update Mill City Falls Park conceptual plan and cost estimates for FEMA alternative project submittal; School project closeout items with Waylon (Gerding) and Charles Fisher, Locke Engineering.
- 0.75 hours **ARPA Storm Drainage Grant (BUS OR).** Prepare ARPA Funding Response Narrative.
- 0.25 hours **NSC WW Authority Master Plan.** Review Chapter 6 and Exec Summary; Prep Docs for PC Mtg.
- 5.00 hours **Mill City Falls Park Plaza & Overlook:** Coordination with Brian Bainnson, Quatrefoil, Inc. and Keller Associates re: conceptual design work. Review landscaping plans and ZOOM call w/ Brian Bainnson to review landscaping plant materials & site furnishings; Various site visits to: Wall St. construction site and discussions w/ Scott MacLean, LC Roads inspector. Emails w/ Shannon Williams (Keller) and John Ashley re: building demo and survey elevations for final design. Calls w/ Brian Bainnson & Cody Stone re: prep of final plans and bid docs.

16.60 hours @ 75/hr

\$ 1,245.00

Special Projects

- 6.85 hours **TIGER Grant – SOB.** Various site visits to: Wall St. construction site and discussions w/ Scott MacLean, LC Roads inspector. SW Broadway walkthrough after paving complete w/ Russ Foltz; Prepare punch list after walkthrough w/ Scott MacLean, LC Roads & Email to Daineal Malone. Calls w/ Daineal Malone and Chuck Knoll re: project items remaining. Site visit 1st & Wall w/ Dan Leard, LC Roads re: conduit and guy wire @ intersection (Zipty Fiber).

15.75 hours **Business Oregon – SDWRLF Water Project.** S. 1st Ave & SW Ivy/Hall Project. Site visits/calls w/ Russ & John Ashley; PR #1 – Mtg w/ Ken, ML Houck, to review PR #1, AIS Certifications, DeMinimus AIS items; PR #2, Change Order #1 items for price adjustment. Site visits to SW Ivy; Prepare AIS Certifications Summary Excel spreadsheet & email to Lacy Classen for files; Various calls and emails re: PR#1 and PR#2 with Ken Zehler and Sarah Kennedy (ML Houck); Debbie Sluyter (Payroll Certifications); Site inspections @ SW Ivy & S. 1st Avenue while Russ Foltz absent. Coordinate completion of Disbursement Request #3 with Lacy Classen.

22.60 hours @ 85/hr

\$ 1,921.00

Planning – Land Use Applications

6.15 hours **2021-02 Yucker/Kent/Doty – 715 River Rd. Minor Partition.** Edit Development Agreement and engineering plan submittal from Jerry Horner, project engineer. Development Review calls w/ Russ Foltz and John Ashley; Update Development Agreement per final plans review.

5.60 hours **2021-07 Clough Site Review – Duplex @ SW 7th & SW Cedar.** Review SR application; Emails with Stacie Cook; Site visit with Russ Foltz; Prep Notices of Public Hearing; Prepare Staff Report; Attend PC Public Hearing; Issue Notice of Decision to Jim Clough.

2.50 hours **2021-08 Kent/Doty -- SW 8th Variance.** Prepare Notices of Public Hearing; Prepare DRAFT Staff Report.

14.25 hours @ 75/hr

\$ 1,068.75

Subtotal – Admin, Special Projects and Planning.....

\$ 4,234.75

No Charge 4.75 hours

Expenses Mileage Charges @ .55 per mile

9-03	W. Broadway/MC Falls Park site – 38 miles	\$	20.90
9-07	MC Falls Park site (LC Roads) – Curb installation - 38 miles	\$	20.90
9-09	W. Broadway Punchlist (LC Roads & Russ) - 38 miles.....	\$	20.90
9-16	Wtr Proj (CH)– Ashley, ML Houck, Russ (PR #1 AIS) – 38 miles	\$	20.90
9-21	City Hall – PC Mtg – 38 miles.....	\$	20.90
9-29	Wtr Proj – 1 st & SW Ivy Inspections - 38 miles	\$	20.90

Subtotal – Mileage and Expenses

\$ 125.40

Total Due:

\$ 4,360.15