Toledo City Hall
Council Chambers
206 N Main St. Toledo OR
August 14, 2024
6:30 pm

AGENDA

TOLEDO PLANNING COMMISSION

The Planning Commission will hold an in-person meeting in City Hall Council Chambers. Participants can also attend the meeting through the Zoom video meeting platform. Email planning@cityoftoledo.org or call 541-336-2247 ext. 2130 to receive the meeting login information. Participants can also visit www.cityoftoledo.org/meetings for meeting details.

1. CALL TO ORDER AND ROLL CALL

2. ELECTION OF OFFICERS for the 2024-2025 fiscal year

3. VISITORS: (A time set aside to speak with the Planning Commissioners about issues not on the agenda)

4. APPROVAL OF THE JUNE 12, 2024 MINUTES as circulated and reviewed by the Planning Commission

5. WORKSESSION: Residential Code and House Bill 3395 Updates

6. DISCUSSION ITEMS:
   a. Updates and Reports
      i. Building Permit and Land Use Application Updates (Attached)

7. STAFF COMMENTS

8. COMMISSIONER COMMENTS

9. ADJOURNMENT

* Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2130 or by email to planning@cityoftoledo.org. The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodation for persons with disabilities should be made at least 48 hours in advance of the meeting by calling the Toledo Planning Department at 541-336-2247.

CITY OF TOLEDO

Architect rendering, 1938

TO: Toledo Planning Commissioners

FROM: Arlene Inukai, Planning Assistant

DATE: August 7, 2024

RE: Election of Officers

The August 14th agenda contains the election of officers for the 2024-2025 fiscal year.

Be prepared to make nominations to fill the Planning Commission President position and Planning Commission Vice President position. Currently, Anne Learned-Ellis is the Commission President and Cora Warfield is the Vice President.

Toledo City Hall
Council Chambers
June 12, 2024

TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 6:33 pm by President Anne Learned-Ellis. Commissioners present: Cora Warfield, Brian Lundgren, and Jonathan Mix. Excused were Dennis Sutherland, Ricky Dyson, and Ruthanne Morris.

Staff present: Contract Planner (CP) Justin Peterson, City Attorney (CA) Mike Adams, and Planning Assistant Arlene Inukai.

VISITORS: James Silvia

APPROVAL OF THE MAY 8, 2024, MINUTES:
It was moved and seconded (Warfield/Learned-Ellis) to approve the May 8, 2024, minutes as circulated and reviewed by the Planning Commission. The **motion passed**, noting the absence of Sutherland, Dyson, and Morris.

WORKSESSION: PARTITION AND SUBDIVISION CHAPTER UPDATES:
CP Peterson reviewed newly proposed language for a Design Standards section. The code does not currently include design standards, but the section was added to outline the process for streets and public improvements. The City has an adopted design standards manual, but the new code language provides the sequence of steps for public improvements. Commissioners discussed the notification timeline if there are construction delays.

Updates to the Planned Development (PD) chapter were reviewed. PDs are similar to subdivisions, but they allow some deviation from the traditional subdivision standards, commonly for lot size, setbacks, density, etc. Lots could be clustered together in order to protect natural features or slopes. Proposed updates include a new objective statement added to the PD section, increased density formula, and add language to encourage development that could be superior to a traditional subdivision. Development can occur in phases and it follows the subdivision standards. PDs could be used for commercial or industrial development. Some terms were removed because they are too subjective and not clear and objective standards. Commissioners recommended the reference to aesthetic appearance also be removed.

Commissioners reviewed the density standards and lot sizes. Lots within PDs can be under the minimum lot size standards. Commissioners discussed fire buffer areas, fire separation between structures, street frontage, setback standards, shared parking lot options, and mixed single/multi-family dwellings. It was noted that a traffic impact analysis could be required by Public Works. Also, developers should design the street network system for future street connections. Commissioners discussed the Arcadia Drive and Sturdevant Road sites for potential development.

CP Peterson reviewed the Expedited Land Division section. The proposed changes are intended to match the State's standards. It was noted that the low-income language and formula will be based on State standards. The State's legislative updates for 'missing middle' subdivision projects would

be reviewed as an Expedited Land Division application. Additional research will be conducted to make sure all of the new housing regulations that impact Toledo are included in the code update. Commissioners discussed the decision requirements and appeal processes.

The next meeting will have some residential zone updates for review and possible updates for child care facilities.

Commissioners discussed the ability for homeowners to work on their own home and hiring a licensed contractor to work on commercial buildings or rentals.

DISCUSSION ITEM: UPDATES AND REPORTS:
Summer Meeting Schedule and Upcoming Election of Officers:
If no public hearings are scheduled for July, the meeting may be cancelled.

Staff has been in contact with Dahl Disposal for a possible tour of the new baling facility. Updates will be provided if a tour can be scheduled.

The next meeting will include an election of officers and Commissioners should be ready to make their nominations for the President and Vice President positions.

Grant Updates:
Flashing speed feedback signs will soon be installed at Toledo Elementary for the Safe Routes to School grant project. The project came in below the estimate and the City is working with ODOT to include flashing signs near East Slope Park. This crosswalk may also require ADA sidewalk upgrades. The next phase of the Safe Routes to Schools project includes crosswalks along SE Sturdevant, but this application may be submitted next year.

An Oregon Parks and Recreation grant application has been submitted for a parks master plan.

STAFF COMMENTS: None.

COMMISSIONER COMMENTS: President Learned-Ellis wished everyone a safe 4th of July.

There being no further business before the Commission, the meeting was adjourned at 7:30 pm.

_____ _____

Planning Assistant President

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M E M O R A N D U M

DATE: **August 8, 2024**

TO: **Toledo Planning Commission**

FROM: **Justin Peterson, OCWCOG**

RE: **Housing Code Updates and Next Steps**

The City of Toledo has made several updates to the Development Code (see the history of code updates memo- attached) to support increased housing and is interested in additional housing updates. The city has a limited number of housing units that are developed each year and wants to encourage additional housing development.

Staff recognizes that zoning is only one piece of the housing puzzle. Other recommendations beyond the development code are required.

Current Efforts
Staff are started working with the Planning Commission to update the Partition and Subdivision standards. Staff put a pause to this effort to finalize a contract with the Department of Land Conservation and Development (DLCD) which provides funding to complete the work. The city received two grants from DLCD to work on housing code updates 1) HB3395 and 2) Subdivision and Partition standards. The scopes of work for both contracts are attached and were recently finalized.

Next Steps
Due to the timelines of getting the contracts signed the project was delayed by approximately 3-months. We had hoped to adopt by the end of the year. However, we are now aiming for March/April 2025 for adoption.

Staff is in contact with DLCD and waiting for assistance with a code audit. Attached is the initial code audit completed by city staff. Additional recommendations may be provided by DLCD.

Overall, the City of Toledo has gone above and beyond the minimum requirements of the state. The city wants to stay in compliance with all the state requirements and received funding from DLCD. A portion of that funding includes a code audit from DLCD staff:

Attachments:
- History of Code Updates Memo
- Harrisburg SB8 Language
- DLCD Partition and Subdivision Scope of work
- DLCD HB3395 Scope of work

City of Toledo- Code Audit and Analysis – HB3395

House Bill 3395 addresses this by cutting red tape for housing siting and construction and by allocating a total of $48.5 million from the General Fund to support various projects. One aspect of HB3995 includes required code updates. This includes allowing duplexes on lots zoned for residential (requirement reduced from cities of 10,000 to cities of 2,500). Toledo recently updated the code and on paper meets this requirement. However, other code updates and language edits are required to meet all clear and objective housing requirements. We are working closely with the Department of Land Conservation and Development (DLCD) to ensure compliance with HB3395 and other past housing bills.

Chapter	Section	Current Code Language	Analysis / Proposed Code Language
17.04 General Provisions	17.04.020 Definitions	“Condominium” means a form of ownership where buildings are subdivided into individual units such that each owner owns only the individual unit and the air space occupied by it. The portion of land upon which the building is situated, the surrounding grounds, party, walls, corridors, and services other than those within independent units (such as electrical, water, gas, sewer, etc.) become joint responsibilities of all the owners as tenants in common.	“Condominium” means a type of residential development utilizing zero lot lines, individual ownerships of units and common ownership of open space and other facilities, and which are regulated, in part by O.R.S. Chapter 100.
17.04 General Provisions	17.04.020 Definitions	"Dwelling, multi-family" means a building containing two or more dwelling units excluding accessory dwelling units.	“Dwelling Unit – Multiple” means two or more dwelling units on one property or development site, attached or detached, including a building or collection of buildings.
17.04 General Provisions	17.04.020 Definitions	"Dwelling, single-family" means a detached building containing one dwelling unit.	“Dwelling – Single Unit Detached” means a single detached building containing one dwelling unit on a lot. Dwelling units on individual lots that are part of a cottage cluster are not single-dwelling unit detached for the purposes of this Code.
17.04 General Provisions	17.04.020 Definitions	“Dwelling Unit” means one or more rooms designed for occupancy by one family only and not having more than one cooking facility, but not including recreational vehicles, hotels, motels, boarding houses, etc.	“Dwelling Unit” A building, or a portion thereof that has independent living facilities including provisions for sleeping, cooking, and sanitation, and that is designed for residential occupancy by a group of people. (Source: DLCD Model code)

		“Duplex” means a detached building containing two dwelling units. "Triplex" means a detached building containing three dwelling units. "Fourplex" means a detached building containing four dwelling units. "Multi-plex" means a building containing more than four dwelling units.	“Duplex” means two dwelling units on a lot or parcel in any configuration. In instances where a development can meet the definition of a duplex and also meets the definition of a primary dwelling unit with an accessory dwelling unit (ADU), the applicant shall specify at the time of application review whether the development is considered a duplex or a primary dwelling unit with an ADU. “Triplex” means a single detached building containing three dwelling units. All dwelling units are located on a single lot, except where a land division has been approved. “Fourplex” means a single detached building containing four dwelling units. All dwelling units are located on a single lot, except where a land division has been approved. “Multi-plex” – delete
17.04 General Provisions	17.04.020 Definitions	“Density” – no definition, defined some in subdivision code.	“Density” The number of residential dwelling units per acre of land. 1. Gross density is calculated based on the total property acreage of each tax lot multiplied by the allowed units per acre. 2. Net density is calculated on the total acres, minus any floodplain, dedicated right-of-way, or other proposed or required dedications or allocations of land to uses other than the allowed residential units, except garages and other typical residential accessory uses.
17.04 General Provisions	17.04.020 Definitions	“Family” means two or more persons related by blood, marriage, adoption, or legal	Remove Definition

		guardianship living together in a dwelling unit. A family is also a group of not more than five persons who need not be related by blood, marriage, adoption, or legal guardianship, living in a dwelling unit. A single person living alone shall be recognized as a family.	
17.04 General Provisions	17.04.020 Definitions	“Residential Care Home” – means a residence, licensed under the authority of the Department of Human Resources (DHR) under ORS 443.400 to 443.825 which provides residential care alone or in conjunction with treatment or training or a combination thereof for six to fifteen (15) individuals who need not be related. Staff required to meet DHR licensing requirements shall not be counted in the number of facility residents, and need not be related to each other or to any resident of the residential home.	“Residential Care Home or Group Home” - Any privately-owned or public institution-owned home that is maintained and operated for the care, boarding, housing, or training of five or fewer physically, mentally, or socially handicapped or delinquent, elderly or dependent persons by a person who is not the parent or guardian of, and who is not related by blood, marriage, or legal adoption of such persons. These homes are regulated the same as single-dwelling unit detached. See Oregon Revised Statutes Chapter 443. (Source City of Albany)
17.04 General Provisions	17.04.020 Definitions	“Hotel/motel” means a building in which lodging is provided to the public for compensation, with or without common entrances, with or without cooking facilities, and where more than seventy-five (75) percent of the lodging rooms are for rent to transient guests for a continuous period of less than thirty (30) days.	Hotel (Motel, Motor Hotel, Tourist Court): A building or group of buildings with six or more guest rooms that provide lodging to the public for compensation. (Source City of Albany)
17.04 General Provisions	17.04.020 Definitions	"Manufactured dwelling" means: (a) A residential trailer, mobile home or manufactured home. (b) "Manufactured dwelling" does not include any building or structure constructed to conform to the State of Oregon Structural Specialty Code, the Low-Rise Residential Dwelling Code adopted pursuant to ORS 455.100 (Duties of director) to	“Manufactured Dwelling” 1. Manufactured Home - A structure constructed for movement on the public highways that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, that is being used for residential purposes and that was constructed in accordance with federal manufactured

		455.450 (Prohibited acts) and 455.610 (Low-Rise Residential Dwelling Code) to 455.630 (Enforcement) or the Small Home Specialty Code adopted under section 2, chapter 401, Oregon Laws 2019.	housing construction and safety standards and regulations in effect at the time of construction. 2. Mobile Home - A structure constructed for movement on the public highways that has sleeping, cooking and plumbing facilities that is intended for human occupancy, that is being used for residential purposes and that was constructed between January 1, 1962 and June 15, 1976, and met the construction requirements of Oregon mobile home law in effect at the time of construction. 3. Residential (Travel) Trailer - A structure constructed for movement on the public highways that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, that is being used for residential purposes and that was constructed before January 1, 1962.
17.04 General Provisions	17.04.020 Definitions	Manufactured Dwelling Park or Subdivision	“Manufactured Dwelling Park or Subdivision” A parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale. And that meets the standards for conventional subdivisions as prescribed by State Statutes and this Code
17.04 General Provisions	17.04.020 Definitions	“Manufactured Home Park” means any place where four or more manufactured dwellings are located within five hundred (500) feet of one another on a lot, tract, or parcel of land under the same ownership, the primary purpose of which is to rent or lease space for manufactured homes for a	“Manufactured home Park” Any place where four or more manufactured dwellings are located within 500 feet of one another on a lot under the same ownership, the primary purpose of which is to rent or lease space or keep space for rent or lease to any person.

		charge or fee paid or to be paid for the rental, lease or use of the facilities, or to offer free space in connection with securing the trade or patronage of such uses.	
17.04 General Provisions	17.04.020 Definitions	Middle Housing – No definition	"Middle housing" means the following housing types: duplexes, triplexes, fourplexes, townhouses, and cottage clusters.
17.04 General Provisions	17.04.020 Definitions	Modular Home – No definition	"Modular Home" A structure for residential use that has sleeping, cooking, and plumbing facilities, and is constructed off-site in compliance with the Uniform Building Code (Oregon State Structural Code) and designed to be transported to a site for installation and/or assembly of modular components to form a permanent structure.
17.04 General Provisions	17.04.020 Definitions	Prefabricated Dwelling Unit – No definition.	"Prefabricated Dwelling Unit" means A building or subassembly that has been in whole or substantial part manufactured or assembled using closed construction at an off-site location to be wholly or partially assembled on-site and is used as a dwelling unit. A prefabricated dwelling unit does not mean a "manufactured dwelling" (a dwelling built to federal HUD standards) as defined in ORS 446.003, or a "small home" (400 square feet or less built to a residential code) as defined in ORS 455.616 (referenced as "Section 2, Chapter 401, Oregon Laws 2019" or House Bill 2423 (2019)).
17.04 General Provisions	17.04.020 Definitions	Single Room Occupancy – No definition.	"Single-Room Occupancy (SRO) Development" means a building with no less than four attached but separate single room occupancy units and shared kitchen or food preparation facility(ies). Sanitary facilities (bathrooms) may be shared or may be provided within or

			between SRO units. See definition for a Single Room Occupancy Unit.
17.04 General Provisions	17.04.020 Definitions	Single Room Occupancy unit – No definition.	"Single Room Occupancy (SRO) Unit" means an Area within an SRO Development that is independently rented and lockable and provides living and sleeping space for the exclusive use of the unit occupant(s). The living and sleeping space may or may not include sanitary facilities. See definitions for SRO Development.
17.08 Single-Family Residential	17.08 Code section name	Update Section Name	Single Unit Residential Zone (R-S)
17.08 Single-Family Residential	17.08.020 Uses Permitted	Update to match new definition. A. Single-family dwellings * and their accessory uses.	A. Dwelling – Single Unit Detached * and their accessory uses
17.08 Single-Family Residential	17.08.010 Purpose	Update to match new definitions.	The purpose of the R-S zone is to promote and encourage a suitable environment for residential living and to protect and stabilize the residential characteristics of the zone. The R-S zone is primarily for single-unit homes, accessory dwelling units, duplexes, and their accessory uses. In addition, multi-unit dwellings and some other uses may be evaluated as a conditional use.
17.08 Single-family residential	17.08.030 Conditional Uses	Update to match definition.	H. Dwelling Unit – Multiple
17.08 Single-family residential	17.08.030 Conditional Uses	Update to match definition	K. Dwelling – Single Unit Detached that do not meet the minimum standards set in Sections 17.08.090.A. and B.
17.08 Single-family residential	17.08.030 Conditional Uses	Remove subsection F and K. Design standards will be deleted – see below. All dwelling units should meet the outright permitted pathway.	F. Manufactured dwellings that do not meet the minimum standards set in Sections 17.08.090.A. and B. K. Single family homes that do not meet the minimum standards set in Sections 17.08.090.A. and B.

17.08 Single-family residential	17.08.040 - Signs	Amend subsection C.	C. One non-illuminated sign not to exceed six square feet in area in conjunction with a home occupation or short-term rental.
17.08 Single-family residential	17.08.040 - Signs	Add subsection D.	D. One sign not to exceed twenty square feet in conjunction with an apartment, subdivision, or planned unit development.
17.08 Single-family residential	17.08.090(A)(1-2)	Delete design feature and energy efficiency standards.	Design feature standard is not clear and objective. Energy efficiency standards are duplicative of building code process.
17.08 Single-family residential	17.08.090(A)(4)	Add to erosion control language.	Erosion control plans must be submitted prior to issuance of a building permit including gutters/downspouts design.
17.08 Single-family residential	Multiple	Remove reference to family. Update to match new definition.	
17.12 General residential	17.12.010 - Purpose.	Update to match definitions	The purpose of the R-G zone is to encourage a wide range of housing types, including, multi-unit, single-unit, accessory dwelling units, and cottage clusters. In addition, some other uses may be evaluated as a conditional use.
17.12 General Residential	17.12.020 Uses permitted outright	Update 17.12.020(A and B) to match definitions.	A. Dwelling – Single Unit Detached B. Dwelling Unit – Multiple
17.12 General residential	17.12.050 - Signs	Update in the same way as the R-S zone	See above
17.16 Commercial	17.16.040 - Setback requirements.	Update setback standard.	Except for allowed uses within the Main Street District area as defined in Section 17.40.010, the front yard in a C zone shall be a minimum of twenty-five (25) feet for property adjacent to Business Highway 20 and a minimum of twenty (20) feet for all other streets. Dwelling Unit – multiple approved to through a conditional-use may propose reduced setbacks.
17.16 Commercial	17.16.030 Conditional Uses	Update to match definition	F. Dwelling Unit – Multiple

17.64 Conditional Uses	17.64.060 - Time limit on approval of a conditional use.	Update to allow an extended amount of time for CU approvals	A. Except as provided in subsection B of this section, authorization of a conditional use shall be void after two years if a building permit has not been issued or development has not begun. B. The authorization may be extended by the planning commission for an additional period of one year if the request is made in writing prior to the expiration of the original authorization. Active Conditional uses approved prior to this ordinance may apply for 1 additional year for a total of 3-year approval.
Title 17 Miscellaneous Land Use Regulation	All	Add ADA ramp language	Add code language that explicitly allows ADA ramps in the front yard setback. Proposed addition to the setback definitions.
Title 17 Miscellaneous Land Use Regulation	All	None	Consider adding Senate Bill 8 language to this section. Harrisburg has drafted Senate Bill 8 language that could be inserted into this Title.

Department of Land Conservation and Development : Key Housing Statutes and Legislation : Housing Program : State of Oregon

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M E M O R A N D U M

DATE: **June 5, 2024**

TO: **Madeline Phillips, DLCD**

FROM: **Justin Peterson, OCWCOG**

RE: **City of Toledo History of Housing Code Updates and Next Steps**

The City of Toledo has made several updates to the Development Code to support increased housing and is interested in additional housing updates. The city has a limited number of housing units that are developed each year and wants to encourage additional housing development. Note that the city only has two residential zones.

Applicable Code Sections: TMC 17.04 General Provisions (definitions), TMC 17.08 Single-Family Residential (R-S) zone, TMC 17.12 General Residential (R-G) zone, TMC 17.16 Commercial (C) zone, TMC 17.40 Main Street Overlay, Title 16 Subdivisions (also includes partitions).

Staff recognizes that zoning is only one piece of the housing puzzle. Other recommendations beyond the development code are required.

Recent Housing Developments (not single-family)
The city has approved several successful housing developments beyond single-family housing which has historically been the predominant housing type in the city.

- 11 Unit Affordable Housing complex – Expected Completion June 2024
- Tri-Plex in the Commercial Zone - Expected Completion 2024
- Quad-Plex in the Commercial Zone – Completed
- Duplex – Expected Completion 2024
- ADU – full bottom floor conversion

Accessory Dwelling Unit (ADU) Updates – 2019

The ADU standards were updated in compliance with House Bill (HB) 2001. The Department of Land Conservation and Development (DLCD) model code was used as a template. The Single-Family Residential (R-S) zone allows for one attached or detached ADU. The General Residential zone allows for two ADUS (one detached and one attached).

Housing Code Updates – 2021

The City Council was supportive of the 2019 ADU updates and desired additional housing code updates to support housing. The 2021 updates included:

- Definition updates,
- Allowing duplexes in the R-S and R-G zone as outright permitted uses,

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- Allowing cottage clusters outright in the R-G zone and as a conditional use in the R-S zone,
- Removing the 1,000 square foot size requirement for single-family homes in the R-S zone,
- Removing the garage or carport requirement in the R-S zone,
- Increasing the allowed lot coverage,
- Reducing lot size requirements,
- Allowing cottage clusters in the commercial zone as a conditional use,
- Increasing flexibility for housing in the Main Street Overlay (downtown), and
- Updates to the Comprehensive Plan policies.

Based on recent permits since 2021 staff believes the code updates have supported housing development in the city. Specifically, the 1,000 square foot requirement and carport/garage requirement being removed from the development code.

Housing Capacity Analysis – 2022

The City of Toledo completed a Housing Capacity Analysis in 2022 with ECONorthwest as the consultant. The analysis found that the city has enough land within the UGB for the next 20 years. The report is available on the website and included housing recommendations (see attached).

The city has some interest in exploring a UGB swap (pending the completion of a study). In addition, infrastructure is a challenge for developers. Not many large lots remain within the city and the lots that do may not have adequate infrastructure.

Comprehensive Plan Update – 2023

A comprehensive plan update was completed at the end of 2023 that included some minor edits to the housing chapter.

Current Efforts

Staff are currently working with the Planning Commission to update the Partition and Subdivision standards. This includes making Partitions a Type II procedure and allowing for shared driveways. The goal is to complete these code updates by the end of the year. In addition, we hope to complete any other needed updates at the same time.

Next Steps

Overall, the City of Toledo has gone above and beyond the minimum requirements of the state. The city wants to stay in compliance with all the state requirements and received funding from DLCD. A portion of that funding includes a code audit from DLCD staff:

Task 1: Code Audit and Code Concepts
DLCD will assist the city by reviewing comprehensive plan, zoning ordinance, and other land development documents and regulations (if any) to identify legal or policy issues related to residential

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development. This will include, but is not limited to, determining whether the comprehensive plan and zoning code contains:

- *Standards permitting the development of housing in compliance with applicable statutes and Administrative Rules (OAR Chapter 660)*
- *A clear and objective path for approval of residential development*
- *Standards, conditions, or procedures that have the effect, either in themselves or cumulatively, of discouraging housing through unreasonable cost or delay*
- *Criteria or procedures related to housing that may stymie production.*

Staff requests that DLCD complete the code audit and can provide any required information. We are particularly interested in a crosswalk of the state housing requirements and the Toledo development code. As an example, HB3395 requires siting of duplexes on any residential lot for cities above 2,500 (a change from 10,000). Staff believes we are already substantially in compliance with this requirement. However, other code sections may need to be updated based on HB3395 or other bills. Specifically, will the city need to adopt missing middle land division standards? Furthermore, other processes in the development process could be updated to streamline the development steps.

We are open to ideas that could improve housing outcomes in Toledo.

Attachments:

- Housing Recommendations

C. Extension. The City may grant extensions of the concept plan approval period, not to exceed 18 months per extension, provided that the extension request is made before expiration of the master planned development approval, the applicant can show intent of applying for detailed development plan review within the 18-month extension period, and there have been no substantive changes to the applicable Comprehensive Plan policies and ordinance provisions on which the approval was based.

19.45 – Master Planned Developments

19.45.080 Detailed Development Plan Submission

Detailed development plan submittal requirements are determined based on the conditions of approval for the concept plan. At a minimum, the detailed development plan submittal shall meet the minimum requirements for final plat submission under Chapter 19.20 and shall contain information demonstrating compliance with the concept plan. The detailed development plan and preliminary subdivision plan shall be reviewed using the Type III procedure in Section 19.10.030 to ensure substantial conformance to the approved concept plan. Site Design Reviews on detailed development plans shall be processed through the Type III procedure.

19.45.090 Detailed Development Plan Criteria

Approval of the detailed development plan shall be based upon a finding that the final plan substantially conforms to the concept plan, including any concept plan conditions of approval. Minor changes to the approved concept plan may be approved with the detailed plan where the City Administrator finds that the modification is necessary to correct an error or to address changes in circumstances beyond the applicant's control that have occurred since the date of project approval. Other changes must be reviewed as major modifications under Chapter 19.30.

19.45.100 Subsequent Development Reviews

Notwithstanding the provisions of Section 19.15.030, where the City has previously approved a development project in concept as part of a master planned development approval subsequent land use applications for the same project may be processed through a Type II review.

19.50 – Religious Owned Affordable Housing and Affordable Housing Land Use

19.50.010 Purpose To implement Oregon State Legislature Bills SB 8 and HB 2008, as well as enhance affordable housing opportunities in Harrisburg, consistent with the Harrisburg Comprehensive Plan. In addition, open opportunities for land not currently zoned residentially for affordable housing development consistent with SB 8 and HB 2008 and HMC 19.50.

19.50.020 Applicability

A. This section applies to all land in the Harrisburg Urban Growth Boundary currently zoned residential, commercial, public use or M-1 and;

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B. Are owned by religious, governmental, or non-profit organizations. (Non-profits must have housing development as their primary goal/purpose). If not currently residentially zoned the area may be developed for affordable housing without a zone change application or process provided all conditions of this section and state law are met and;

C. Is proposed to develop affordable housing for those individuals or households with a combined annual income at or below 60% of the most recent Linn County median income and;

D. Is contiguous to one or more existing parcels zoned R-1, R-2, or R-3.

19.50.030 Application Requirements

A. Application shall be made on forms prescribed by the City Administrator and shall demonstrate that all state and HMC 18.45.040 (R-3 Zone), and this section, are met, and;

B. The parcel(s) proposed for affordable housing development shall not contain a slope of 25% or greater, be located within the City's 100-year floodplain or be identified as hazardous land, and;

C. The site, when developed, shall meet all state and county requirements for public safety, health, and habitability, and as well as city utility, street, and water drainage requirements.

19.50.040 Review and Approval Standards

Shall be as set forth as applicable in SB 9 and HB 2008 and Harrisburg Municipal Code, Type II review, and Chapter 18.45.040 - R-3 Zone.

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7. Grantee will, in performing the Project under this Agreement, ensure consistent, coordinated use of population, employment, housing, and land needs projections associated with the following activities: (1) the periodic review work programs and related tasks; (2) the transportation system plans being prepared pursuant to OAR 660-012-0000; (3) any post-acknowledgment plan and land use regulation amendments proposed by the Grantee.

8. Any final product must be proposed under Attachment D, Form 1, "Notice of Proposed Change," at least 35 days before the first evidentiary hearing as set forth in ORS 197.610 and OAR 660-018-0020, -0021, and -0022. The products must be adopted by the governing body and submitted under Attachment E, Form 2, "Notice of Adoption" as set forth in ORS 197.615 and OAR 660-018-0040.

9. Grantee will consult closely with the DLCD Grant Manager to ensure that adoption of Product(s) under the post-acknowledgment plan amendment process is completed on or before the Project End Date.

10. Any notice issued by Grantee that is eligible for reimbursement under ORS 227.186 – Notice to city property owners for costs incurred for Measure 56 – is not reimbursable under this Agreement.

11. Any notice issued by Grantee that is eligible for reimbursement under ORS 215.503 – Notice to county property owners for costs incurred for Measure 56 – is not reimbursable under this Agreement.

12. Grantee will consult with the DLCD Grant Manager and any other entities in the development of Products and provide an opportunity for timely review of all draft Products.

13. Grantee will submit a written status report at the request of the DLCD Grant Manager at any time outside of the payment schedule in addition to the reports submitted with Attachment C.

14. Payments under this Agreement may be reduced if Product(s) scheduled to be completed are not completed by the timeline provided in the Project Description. DLCD's payment obligations under this Agreement are conditioned upon DLCD receiving funding, appropriations, limitations, allotments or other expenditures authority sufficient to allow DLCD in the exercise of its reasonable administrative discretion, to meet its payment obligations under this Agreement.

15. Grantee will not use grant funds provided under this Agreement for any regularly scheduled or other scheduled meetings and hearings. Grantee must use its own funds, or in-kind contributions for all regularly scheduled or other scheduled meetings and hearings.

SCHEDULE, PRODUCTS, AND BUDGET

Pre-Task Submittals

The contract in Project Requirement 6 in this Project Description and Budget will be submitted.

Pre-Task Timeline: By the date specified in the requirement.

Pre-task report budget: $0

Task 1: Project Kick-Off and Management

Oregon Cascades West Council of Governments (OCWCOG) provides existing planning services to the City of Toledo and is familiar with many of the challenges with Title 16. OCWCOG will verify the action items identified through this initial conference call with the Local Government and will develop and share a proposed schedule for the actions required for the completion of all tasks. The level of detail required for the proposed project schedule should be determined by mutual agreement by the Local Government and the OCWCOG. OCWCOG will have monthly check-ins with the City to discuss major project milestones and work products, address questions, and identify follow-up actions.

Task 1 Products: **OCWCOG Deliverables:** Summary of major tasks and action items for the Project Proposed Project schedule **Local Government Deliverables:** Copy of relevant comprehensive plan and code sections, or other relevant City data or documents

Task 1 timeline: June 1, 2024 to June 30, 2025

Task 1 budget: $1,000.00

Task 2: Code Audit and Code Concepts

A preliminary review has already been completed. OCWCOG will review the zoning ordinance and other land development documents and regulations (if any) to identify legal or policy issues related to residential development. This will include, but is not limited to, the OCWCOG determining whether the comprehensive plan and zoning code contains:

- Standards permitting the development of housing in compliance with applicable statutes and Administrative Rules (OAR Chapter 660)
- A clear and objective path for approval of residential development
- Standards, conditions, or procedures that have the effect, either in themselves or cumulatively, of discouraging housing through unreasonable cost or delay
- Criteria or procedures related to housing that may stymie production.

Local Government will schedule and provide notice and an agenda for a Planning Commission meeting to present findings and recommendations of the code review. OCWCOG will coordinate with Local Government on meeting arrangements and facilitate the Planning Commission meetings.

Task 2 Products: **OCWCOG Deliverables:** • Code Audit findings and recommendations (Code Concepts) • Presentation materials to explain required middle housing elements, findings, and recommendations to the Planning Commission, the public, and interest groups **Local Government Deliverables**: • Planning Commission appointments, meeting notices, and agendas • Planning Commission meeting notes

Task 2 timeline: August 1, 2024 to August 31, 2024

Task 2 budget: $2,500.00

Task 3: Draft Code Update

After review of the findings and recommendations of the code review with the Planning Commission at the first committee meeting, OCWCOG will prepare draft updates to the Local Government's zoning ordinance, other development codes (if any), and comprehensive plan (if required), addressing issues identified in Task 2.

Local Government will schedule one public workshop or open house to present development code updates, code audit findings, and recommendations in the form of code concepts. Local Government will solicit input from the public on proposed code concepts. OCWCOG will coordinate with Local Government on meeting arrangements and facilitate the public meeting(s). Following the public workshop or open house, OCWCOG, in consultation with Local Government, will consider public input received and make any necessary revisions to the code concepts, if needed.

Task 3 Products: **OCWCOG Deliverable:** • Draft updates to Title 16 and other development codes (if any). • Presentation materials to explain draft updates to the planning commission, the public, and interest groups • Public meeting summary **Task 3 Local Government Deliverables:** • Planning Commission meeting notices and agendas • Planning Commission notes • Public meeting notice(s)

Task 3 timeline: August 1, 2024 to November 30, 2024

Task 3 budget: $8,000.00

Task 4: Final Code Update

After review of the code update with the Planning Commission at a second meeting, OCWCOG will prepare final draft updates to Toledo's Title 16, other development codes (if any, addressing issues identified in Task 2. The final draft document will be delivered in two formats: double underline/strikeout (showing new and deleted text, respectively) to indicate changes from existing code language; and clean text, in a format suitable for adoption.

Task 4 Products: **OCWCOG Deliverable***:* • Final draft updates to Title 16, other development codes (if any). • Presentation materials to explain final draft updates to the Planning Commission, the public, and interest groups **Local Government Deliverables:** • Planning Commission meeting notices and agendas • Planning Commission meeting notes

Task 4 timeline: December 1, 2024 to February 28, 2025

Task 4 budget: $5,000.00

Task 5: Adoption

Local Government will schedule and provide notice and an agenda for hearings to adopt updates to the Local Government's zoning ordinance, other development codes (if any), and comprehensive plan (if required). OCWCOG will coordinate with Local Government on hearing arrangements and present updates to the hearings body or bodies.

Task 5 Products: **OCWCOG Deliverable***:* • Presentation materials to explain final draft updates to the hearings body or bodies **Local Government Deliverables:** • Hearings notices, agendas, and minutes.

Submit 35-day notice. Prepare and submit hearings-ready Products from Task 5 online at https://db.lcd.state.or.us/PAPA_Online/Account/Login?ReturnUrl=%2fPAPA_Online, or via e-mail with Attachment D, Form 1 DLCD Notice of Proposed Change to a Comprehensive Plan or Land Use Regulation, and at least 35 days before first evidentiary hearing. If the notice is submitted online, send an e-mail to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information providing notification of the submittal. If submitting via e-mail, send Task 5 Product(s) in a digital media format to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information, and to the Plan Amendment Specialist at the e-mail address specified in Attachment D, Form 1 DLCD Notice of Proposed Change to a Comprehensive Plan or Land Use Regulation.

Submit Notice of Adoption. Prepare and submit signed ordinance(s) adopting the Products from Task 5 online at https://db.lcd.state.or.us/PAPA_Online/Account/Login?ReturnUrl=%2fPAPA_Online, or via e-mail with Attachment E, Form 2 Notice of Adopted Change to a Comprehensive Plan or Land Use Regulation, according to the instructions on the form. If the notice is submitted online, send an e-mail to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information providing notification of the submittal. If submitting via e-mail, send the notice on digital media to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information, and to the Plan Amendment Specialist at the e-mail address specified in Attachment E, Form 2 Notice of Adopted Change to a Comprehensive Plan or Land Use Regulation.

Task 5 timeline: March 1, 2025 to May 31, 2025

Task 5 budget: $5,000.00

FP – Final Payment

Reimbursement on or before **May 31, 2025** of **up to $21,500.00** and the balance of previously unused grant funds from P1 upon submittal of Product(s) listed in Tasks 1-5. Submit the Product(s) and a signed Attachment C, Final Closeout Form acceptable to DLCD on digital media to the Grant Manager and the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information **no later than May 31, 2025.**

Budget Summary

Task 1 – Project Kick Off and Management	$1,000.00
Task 2 – Code Audit and Code Concepts	$2,500.00
Task 3 – Draft Code Update	$8,000.00
Task 4 – Final Code Update	$5,000.00
Task 5 – Adoption	$5,000.00
TOTAL	**$21,500.00**

0020, -0021, and -0022. The products must be adopted by the governing body and submitted under Attachment E, Form 2, "Notice of Adoption" as set forth in ORS 197.615 and OAR 660-018-0040.

9. Grantee will consult closely with the DLCD Grant Manager to ensure that adoption of Product(s) under the post-acknowledgment plan amendment process is completed on or before the Project End Date.

10. Any notice issued by Grantee that is eligible for reimbursement under ORS 227.186 – Notice to city property owners for costs incurred for Measure 56 – is not reimbursable under this Agreement.

11. Grantee will consult with the DLCD Grant Manager and any other entities in the development of Products and provide an opportunity for timely review of all draft Products.

12. Grantee will submit a written status report at the request of the DLCD Grant Manager at any time outside of the payment schedule in addition to the reports submitted with Attachment C.

13. Grantee will not use grant funds provided under this Agreement for any regularly scheduled or other scheduled meetings and hearings. Grantee must use its own funds, or in-kind contributions for all regularly scheduled or other scheduled meetings and hearings.

SCHEDULE, PRODUCTS, AND BUDGET

Pre-Task Submittals

The report in Project Requirement 6 in this Project Description and Budget will be submitted.

Pre-Task Timeline: By the date specified in the requirement.

Pre-task report budget: $1,000.00

Task 1: Code Audit and Code Concepts

DLCD will assist the city by reviewing comprehensive plan, zoning ordinance, and other land development documents and regulations (if any) to identify legal or policy issues related to residential development. This will include, but is not limited to, determining whether the comprehensive plan and zoning code contains:

- Standards permitting the development of housing in compliance with applicable statutes and Administrative Rules (OAR Chapter 660)
- A clear and objective path for approval of residential development
- Standards, conditions, or procedures that have the effect, either in themselves or cumulatively, of discouraging housing through unreasonable cost or delay
- Criteria or procedures related to housing that may stymie production.

City will schedule and provide notice and an agenda for a planning commission meeting to present findings and recommendations of the code review. At this meeting, the city will present required middle housing elements based on statutes and administrative rules, code audit findings, and recommendations in the form of code concepts. The city will solicit input from the public on proposed code concepts.

Following the planning commission meeting, the city will consider public input received and make any necessary revisions to the code concepts, if needed.

Task 1 Products:
DLCD Deliverable:
- Code Audit findings and recommendations

City Deliverable:
- Presentation materials to explain required middle housing elements, findings, and recommendations to the advisory committee, the public, and interest groups;
- Planning commission meeting summary; and
- Planning commission meeting notice(s) and agenda(s).

Task 1 timeline: April 1, 2024 to July 1, 2024

Task 1 budget: $2,000.00

Task 2: Draft Code Update
After review of the findings and recommendations of the code review with the planning commission, City will prepare draft updates to the zoning ordinance, other development codes (if any), and comprehensive plan (if required), addressing issues identified in Task 1.

City will schedule and provide notice and an agenda for a second planning commission meeting to review the draft code update deliverables.

Task 2 Products:
- Draft updates to the zoning ordinance, other development codes (if any), and comprehensive plan (if required);
- Presentation materials to explain draft updates to the planning commission;
- Planning commission meeting summary; and
- Planning commission meeting notice(s) and agenda(s).

Task 2 timeline: July 1, 2024 to November 1, 2024

Task 2 budget: $3,000.00

Task 3: Final Code Update
After review of the code update with the planning commission, City will prepare final draft updates to the zoning ordinance, other development codes (if any), and comprehensive plan (if required), addressing issues identified in Task 2. The final draft document will be delivered in two formats: double underline/strikeout (showing new and deleted text, respectively) to indicate changes from existing code language; and clean text, in a format suitable for adoption.

City will schedule and provide notice and an agenda for s third planning commission meeting to review the final code update deliverables.

Task 3 Products:
- Final draft updates to the zoning ordinance, other development codes (if any), and comprehensive plan (if required);
- Presentation materials to explain final draft updates to the planning commission;
- Planning commission meeting summary; and
- Planning commission meeting notice(s) and agenda(s).

Task 3 timeline: February 1, 2025 to January 31, 2025

Task 3 budget: $2,000.00

Task 4: Adoption

City will schedule and provide notices and agendas for hearings to adopt updates to the City ’s zoning ordinance, other development codes (if any), and comprehensive plan (if required). City will coordinate hearing arrangements and present updates to the hearings body or bodies

Task 4 Products:

City Deliverable:

- Presentation materials to explain final draft updates to the hearings body or bodies; and
- Hearings notices, agendas, and minutes.

Submit 35-day notice. Prepare and submit hearings-ready Products from Task 4 online at https://db.lcd.state.or.us/PAPA_Online/Account/Login?ReturnUrl=%2fPAPA_Online, or via e-mail with Attachment D, Form 1 DLCD Notice of Proposed Change to a Comprehensive Plan or Land Use Regulation, and at least 35 days before first evidentiary hearing. If the notice is submitted online, send an e-mail to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information providing notification of the submittal. If submitting via e-mail, send Task 4 Product(s) in a digital media format to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information, and to the Plan Amendment Specialist at the e-mail address specified in Attachment D, Form 1 DLCD Notice of Proposed Change to a Comprehensive Plan or Land Use Regulation.

Submit Notice of Adoption. Prepare and submit signed ordinance(s) adopting the Products from Task 4 online at https://db.lcd.state.or.us/PAPA_Online/Account/Login?ReturnUrl=%2fPAPA_Online, or via e-mail with Attachment E, Form 2 Notice of Adopted Change to a Comprehensive Plan or Land Use Regulation, according to the instructions on the form. If the notice is submitted online, send an e-mail to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information providing notification of the submittal. If submitting via e-mail, send the notice on digital media to the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information, and to the Plan Amendment Specialist at the e-mail address specified in Attachment E, Form 2 Notice of Adopted Change to a Comprehensive Plan or Land Use Regulation.

Task 4 timeline: January 31, 2025 to May 31, 2025

Task 4 budget: $2,000.00

FP – Final Payment

Reimbursement of **up to $10,000.00** upon submittal of Product(s) listed in Tasks 1-4. Submit the Product(s) and a signed Attachment C, Final Closeout Form acceptable to DLCD on digital media to the Grant Manager and the Grants Administrative Specialist listed in Attachment B, DLCD Contact Information **no later than May 31, 2025.**

Budget Summary

Pre-Task – Project Description and Budget Report	$ 1,000.00
Task 1 – Code Audit and Code Concepts	$ 2,000.00
Task 2 – Draft Code	$ 3,000.00
Task 3 – Final Code	$ 2,000.00
Task 4 – Adoption	$ 2,000.00
TOTAL	**$ 10,000.00**

City of Toledo
2024 Building Permit and Land Use Activity

Building Activity						
Date	Type of Permit	Applicant	Address	Map and Tax Lot	Description	Approved
1/3/2024	Work in the Right-of-Way	Carol Edwards/Eric Chambers	542 NW Aspen Street	11-10-07-10-00402-00	Driveway access	1/8/2024
1/8/2024	Work in the Right-of-Way	Charter Communication	160 N Main Street	right-of-way	Install aerial line	1/22/2024
1/8/2024	Building Permit	Adam McKenzie	150 NW 5th Street	11-10-08-33-13500-00	Manufactured home	2/8/2024
1/22/2024	Building Permit	Lincoln County School District	1811 NE Arcadia Drive	11-10-08-23-00400-00	Replace siding and windows	1/31/2024
1/24/2024	Building Permit	Lindsay Atkinson	630 NE Alder Street	11-10-08-33-09600-00	Foundation	2/1/2024
1/31/2024	Building Permit	Omar Galicia	235 S Main Street	11-10-17-23-06500-00	Roof	1/31/2024
1/31/2024	Work in the Right-of-Way	Omar Galicia	235 S Main Street	11-10-17-23-06500-00	Close parking/sidewalk for roofing project	2/1/2024
2/5/2024	Work in the Right-of-Way	Nate Burke/Ports Construction	791 SEFir Street	11-10-17-31-00800-00	Sewer line repair	2/14/2024
2/20/2024	Water/Sewer Connection	Lorna Henarie/Henarie Trucking	1785 NW Hwy 20	11-10-07-10-02602-00	Water meter install	completed
3/7/2024	Building Permit	TD Enterprises	412 NW Industrial Park Way	11-10-18-11-00900-00	Office	4/11/2024
3/11/2024	Water/Sewer Connection	TD Enterprises	412 NW Industrial Park Way	11-10-18-11-00900-00	New water/sewer service	completed
3/11/2024	Work in the Right-of-Way	Bill Zuspan	515 NW Radio Court	11-10-07-41-07400-00	Driveway	3/22/2024
3/11/2024	Excavation/Fill	TD Enterprises	412 NW Industrial Park Way	11-10-18-11-00900-00	Fill to elevate building	4/11/2024
3/12/2024	Building Permit	Timothy Ward	600 NE Beech Street	11-10-08-33-08900-00	Manufactured home	4/10/2024
3/14/2024	Building Permit	Lincoln County School District	1811 NE Arcadia Drive	11-10-08-23-00400-00	Replace siding and windows	3/20/2024
3/18/2024	Water/Sewer Connection	Summer Pilgrim	180 SE 2nd Street	11-10-17-23-02901-00	New wate/sewer service	completed
3/18/2024	Work in the Right-of-Way	Charter/Cablecom	560 NE Lormax Place	11-10-08-31-05400-00	Service installation	3/21/2024
3/19/2024	Water/Sewer Connection	Adam McKenzie/3A Construction	150 NW 5th Street	11-10-08-33-13500-00	New water/sewer service	completed
3/22/2024	Building Permit	Stacey Ames	549 SE 4th Street	11-10-17-24-09000-00	Foumdation	4/3/2024
4/3/2024	Work in the Right-of-Way	Astound Broadband	199 W Hwy 20	right-of-way	Aerial line work	4/8/2024
4/9/2024	Work in the Right-of-Way	Luckini Investments	195 N Main Street	11-10-17-22-14000-00	Pressure wash and paint building	4/10/2024
4/10/2024	Work in the Right-of-Way	Tyson Mekemson	459 NE Andie Lane	11-10-08-34-03100-00/5501	Driveway	pending
4/14/2024	Excavation/Fill	Timothy Graham	N Main Street/NW 5th Street	11-10-08-33-14000-00	Excavate/fill for driveway	4/19/2024
4/14/2024	Work in the Right-of-Way	Timothy Graham	N Main Street/NW 5th Street	11-10-08-33-14000-00	Driveway work	4/19/2024
4/15/2024	Building Permit	American Tower	255 Magnolia Street	11-10-08-22-00200-00	Modify tower equipment	4/18/2024
4/15/2024	Work in the Right-of-Way	Charter/Cablecom	515 NW Radio Court	11-10-07-41-07400-00	Boring and set pedestal	4/16/2024
4/25/2024	Work in the Right-of-Way	NW Natural	344 W Hwy 20	11-10-07-44-03800-00	Replace gas service	4/25/2024
4/29/2024	Demolition Permit	Janet Anderson	1562 NW Spruce Street	11-10-08-23-01800-00	Remove carport	5/1/2024
5/2/2024	Building Permit	Bruce Parsons	680 W Hwy 20	11-10-07-43-03600-00	Coversion to apartment	7/2/2024
5/6/2024	Building Permit	Denise Mabe	564 SE 6th Street	11-10-17-24-12400-00	Foundation	5/8/2024
5/6/2024	Building Permit	Michael Fontazia	1103 NW A Street	11-10-07-41-01100-00	Foundation	5/30/2024
5/9/2024	Work in the Right-of-Way	Teddy Murphy	331/305 SE Elder Street	11-10-17-24-05200-00	Driveway work	5/20/2024
5/28/2024	Building Permit	Ramiel Papish	750 NE Meadow Hill Drive	11-10-08-40-03700-00	Patio cover	5/30/2024
5/30/2024	Building Permit	Northwest Coastal Homes/Foress Sig	740 SE 6th Street	11-10-17-24-11600-00	Sign	6/11/2024
6/4/2024	Work in the Right-of-Way	Jesus Ardrade/Adam McKenzie	150 NW 5th Street	11-10-08-33-13500-00	Trench for utilities	6/4/2024
6/10/2024	Work in the Right-of-Way	JSC Contracting/Bob Edenfield	1901/1905 SE Kauri Street	11-10-20-11-01800-00/1900	Widen and resurface driveway	6/12/2024
6/25/2024	Water/Sewer Connection	Eric Chambers	536 NW Aspen Street	11-10-07-10-00403-00	Water amd sewer services	pending
6/25/2024	Building Permit	Eric Chambers	536 NW Aspen Street	11-10-07-10-00403-00	House	7/2/2024
7/2/2024	Building Permit	Tony and Traci Wisniewski	1356 NW Deer Dirve	11-10-07-41-03300-00	Room addition	7/9/2024
7/2/2024	Building Permit	Galen Farrel	1746 NE Arcadia Drive	11-10-08-24-01101-00	Reconstruct shear wall	7/3/2024
7/9/2024	Demolition Permit	Chet and Debra Lee	122 NE 10th Street	11-10-08-33-01500-00	Demolish home	7/15/2024
7/10/2024	Building Permit	Lincoln County School District	1811 NE Arcadia Drive	11-10-08-23-00400-00	Siding	7/18/2024
7/16/2024	Building Permit	Chet Lee	122 NE 10th Street	11-10-08-33-01500-00	Manufactured home	7/18/2024
7/16/2024	Demolition Permit	Georgia Pacific Toledo	1400 SE Butler Bridge Road	11-10-17-00-01400-00	Demolish guard shack	7/31/2024
7/23/2024	Work in the Right-of-Way	Port's Contracting/Megan Miller	534 SE 4th Street	11-10-17-24-08300-00	Sewer line repair	7/24/2024
7/29/2024	Building Permit	Thomas Wilson/Mike Hagen	1235 NE Arcadia Drive	11-10-08-32-06300-00	Garage addition	pending
7/29/2024	Work in the Right-of-Way	NW Natural	380 NW 1st Street	11-10-18-10-01300-00	New gas service	7/30/2024

Land Use						
Date	Type of Application	Applicant	Address	Map and Tax Lot	Description	Status
4/8/2024	Conditional Use Permit	Dahl & Dahl Inc	5441 Hwy 20	11-10-7 TL 600	Modify Conditional Use Permit CU-2-21 condition of approval to allow permanent placement of a membrane structure	PC = Approved modified condition 5/8/2024
4/8/2024	Floodplain Development Permit	TD Enterprises (Toledo Storage)	412 NW Industrial Park Way	11-10-18AA TL 900	New structures and fill in the floodplain	Staff: Approved 4/11/2024
5/20/2024	Lot Line Adjustment	City of Toledo	1585 SE Sturdevant Rd	11-10-17 TL 800/801	Property line adjustment of 1500 sq ft between TLs 800 and 801	Staff: Approved 6/28/24
4/11/2024	Temporary Trailer Permit	Jodi Gibson and Judy West	878 SE Gaither Way	11-10-17 DB TL 1600	Reside in RV up to one year	Staff: Approved 4/24/2024
4/18/2024	Tree Permit	Tiimothy Graham		11-10-8 CC TL 14000	Remove fir trees in the right-of-way	Staff: Approved 5/14/2024
6/17/2024	Variance	Clifford Abbas	122 NE 10th Street	11-10-8 CC TL 1500	Variance to the front yard setback	Staff: Approved 7/11/24