



ROSEBURG PUBLIC WORKS COMMISSION AGENDA  
THURSDAY, MAY 14, 2020

U  
5-8-2020

**3:30 Regular Meeting**

**Teleconference Meeting**

Public Access:  
1-888-788-0099 US Toll-free  
Meeting ID: 815 5470 9576  
Participant ID: #  
Password: 508550

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**NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-6730 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.**

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**I. CALL TO ORDER**

**II. ROLL CALL:**

Chair: Bob Cotterell  
Commissioners: Ken Hoffine                      Stuart Liebowitz                      Noel Groshong  
                                 John Seward                      Vern Munion                      Fred Dayton  
                                 Pat Lewandowski                      Roger Whitcomb

**III. APPROVAL OF MINUTES**

A. Special Meeting February 13, 2020

**IV. DISCUSSION ITEMS**

A. Water Management and Conservation Plan Council Adoption Recommendation Project 19WA05  
B. Proposed Sidewalk Amendments

**AUDIENCE PARTICIPATION** – At this time, anyone wishing to address the Commission concerning items of interest not included in the agenda may do so. The person addressing the Commission shall, when recognized, give his/her name for the record. All remarks shall be directed to the whole Commission. The Commission reserves the right to delay any action, if required, until such time when they are fully informed on the matter.

**V. INFORMATIONAL**

A. Project Updates

**VI. BUSINESS FROM THE COMMISSION**

**VII. NEXT MEETING DATE: June 11, 2020**

**VIII. ADJOURNMENT**

**\*\*\* AMERICANS WITH DISABILITIES ACT NOTICE \*\*\***

Please contact the Office of the City Recorder, Roseburg City Hall, 900 SE Douglas Avenue, Roseburg, OR 97470-3397 (Phone 541-492-6700) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**CITY OF ROSEBURG  
PUBLIC WORKS COMMISSION SPECIAL MEETING  
FEBRUARY 13, 2020  
MINUTES**

**CALL TO ORDER:** The meeting of the City of Roseburg Public Works Commission was called to order at 3:32 p.m. Thursday, February 13, 2020 in the Third Floor Conference Room at City Hall.

**ROLL CALL:** Present: Chair Bob Cotterell, Commissioners Ken Hoffine, John Seward, Pat Lewandowski, Stuart Liebowitz, Vern Munion, Noel Groshong, and Fred Dayton

Absent: Roger Whitcomb

Others Present: Chris Roberts, RH2 Engineering Consultant

Attending Staff: City Manager Nikki Messenger, Public Works Director Brice Perkins, Water Treatment Plant Superintendent Andy Albee, City Engineer Daryn Anderson, Engineer Technician Ryan Herinckx, and Department Technician Chanelle Rogers

**APPROVAL OF MINUTES:** Commissioner Seward moved to approve the minutes of the Special January 23, 2020 Public Works Commission meeting. Motion was seconded by Commissioner Liebowitz and approved with the following vote: Chair Cotterell, Commissioners Hoffine, Seward, Lewandowski, Liebowitz, Munion, Groshong, and Dayton voted yes. No one voted no.

**DISCUSSION ITEMS:**

**Standby Generator Evaluation Study – Project No. 20WA03:** Perkins stated that after the snow storm in 2019, staff realized the City has several critical facilities that currently do not have permanent standby power installed that would provide power in the event of an outage. The City contracted with RH2 Engineering, Inc. to analyze critical facilities and provide a Standby Generator Evaluation Study. Anderson informed that during the snow storm, the Water Treatment Plant (WTP) was without power for around 30 hours also some of the remote pump stations were out for multiple days. In addition to the WTP, staff also asked RH2 to evaluate the Fulton Shop Facility since it is where the City's fueling facility is located and is critical for responding in the case of an emergency. The Fulton Shop also houses the City's backup computer server system. Along with the WTP and Fulton Shop the consultant looked at the pump stations that would benefit the most areas of the community. The consultant also looked at two primary types of fuel systems, dual-fuel (natural gas or propane), and diesel. Discussion ensued regarding fuel storage capacity and potential ability to transport the fuel to generators if at pump station locations. It was mentioned that there would be a separate tank for fuel at the WTP. Perkins asked how large the fuel storage tank would be at the WTP. Chris Roberts, RH2 Engineering, stated it would be enough for 3 days, more than that the fuel can go bad. Messenger informed RUSA is planning to purchase a fuel trailer to transport fuel to generators at their pump stations but wanted to do an agreement with the City to be able to get fuel from the City Fulton Shop location. Messenger stated that the City could possibly do a joint agreement with RUSA that they help transport fuel to our generators for the use of our fuel system. Commissioner Dayton asked how long the WTP was without power during the snow storm. Albee said it was down for 28 hours and 50% of the water storage capacity was depleted during that time, but once power was back on, the capacity was back at the minimum level within 8 hours. Commissioner Groshong feels the City should have a 3-day supply of water, which currently is not the case. Commissioner Groshong questioned if the City currently has any portable generators. Messenger replied that there are two, one is used to keep the fuel station at the Fulton Shops running. Discussion ensued regarding the

use of portable generators. Commissioner Dayton asked why a diesel powered generator would be a better option. The cost of a non-diesel generator is about 4 times the cost for one this size and a diesel one has a longer life cycle. Roberts also mentioned try to stay away from natural gas generators due to earthquake potential, the natural gas gets shut off a lot of the time. Commissioner Lewandowski suggested looking at way to provide water to everyone not just a portion, he would hate to be in the area that is on the surrounding hills that isn't able to get water. Chair Cotterell asked if the City would be liable if not able to provide water. Messenger didn't think so since it is an emergency situation. Discussion ensued regarding the provided options.

**MOTION:** Commissioner Dayton moved to recommend that staff proceed with design and construction of Option # 2 which includes permanent standby power at the Water Treatment Plant and Reservoir Hill also Generator Receptacle at 5 locations, and 2 Portable Generators (150KW). Motion was seconded by Commissioner Groshong and approved with the following vote: Chair Cotterell, Commissioners Hoffine, Seward, Lewandowski, Liebowitz, Munion, Groshong, and Dayton voted yes. No one voted no.

**AUDIENCE PARTICIPATION:** None

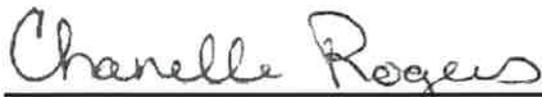
**INFORMATIONAL ITEMS:** Staff informed that the operation of the Water Treatment Plant is fully on SCADA now and the old system has been removed.

**BUSINESS FROM THE COMMISSION:** Commissioner Dayton asked Commissioner Lewandowski if he had received a copy of the Housing Needs Analysis study. Commissioner Lewandowski replied he had not. Chair Cotterell stated this group is volunteers, and any of the studies are located on the City website and can be viewed there or printed from there by anyone. If someone is wanting staff to print and provide a copy then there is a fee to be paid. Commissioner Dayton said that the study is a valuable document and is pertinent to what the commission oversees and it relates to decisions that the commission will be making on many issues. Commissioner Dayton feels that it is unreasonable for staff to ask a volunteer to pay for a report, since they are donating their time doesn't see why would be an issue to have staff provide the document. Chair Cotterell explained the study in question was for a different commission not a topic for Public Works Commission and staff is not going to print every study or report for the commission members, if a commissioner has a computer they can find and print the documents they are wanting from the website.

Noel recommend having the next meeting at the Water Treatment Plant since the SCADA is now complete.

**NEXT MEETING DATE:** March 12, 2020

**ADJOURNMENT:** Meeting adjourned at 4:29 p.m.



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Chanelle Rogers, Public Works Department Technician

**CITY OF ROSEBURG  
MEMORANDUM**



**DATE:** May 14, 2020

**TO:** Public Works Commission

**FROM:** Daryn Anderson, P.E.

**VIA:** Brice Perkins, P.E.

**SUBJECT:** **Water Management and Conservation Plan  
Council Adoption Recommendation  
Project 19WA05**

**ISSUE STATEMENT AND SUMMARY**

In order to comply with requirements on one of the City's permitted water rights, the City is required to complete a Water Management and Conservation Plan. The issue for the Commission is whether to recommend the City Council adopt the Water Management and Conservation Plan.

**BACKGROUND/ANALYSIS**

In Oregon, water rights are managed by the Oregon Water Resources Department (OWRD). Obtaining a water right is basically a four step process. 1. Apply for a permit. 2. Build capacity to use the amount of water shown in the permit. 3. Prove beneficial use without waste. If all of these steps are accomplished, a water right certificate is issued (step 4).

The City has three primary water rights on the North Umpqua River totaling 31.0 cubic feet per second (cfs), or 20 million gallons per day (mgd). This includes two certificated water rights totaling 25 cfs (16 mgd), and one permitted water right totaling 6.0 cfs (3.9 mgd). The City originally applied for the permitted water right in 1979 in order to accommodate future growth. To date, the City has not expanded the plant and cannot show beneficial use for this right. As such, the City has continued to apply for time extensions in order to keep the right in a permitted status. The most recent time extension was granted on September 29, 2015 and extends the time the City has to complete construction and prove beneficial use to October 1st, 2050. One of the conditions of the final order was that the City commission and submit a Water Management and Conservation Plan.

Per the OWRD's website, "*The purpose of a Water Management and Conservation Plan (WMCP) is to be a guide to the development and implementation of water management and conservation programs and policies to ensure sustainable use of water resources for municipal and agricultural water users. A WMCP provides a description of the water system, identifies the sources of water used by the community or district, and explains how the water supplier will manage and conserve supplies to meet future needs. Preparation of a WMCP is intended to represent a proactive evaluation of the management and conservation measures that suppliers can undertake.*"

At the November 8, 2018 commission meeting, the Public Works Commission recommended the City award a contract to RH2 Engineering to develop a WMCP. As required by the Final Order issued by the OWRD, the City of Roseburg submitted a WMCP to the OWRD on October 21, 2019. The OWRD provided written comments on the plan to the City on December 23, 2019. The City submitted a revised plan on March 3, 2020. On April 7, 2020, the OWRD issued the Final Order Approving a Water Management and Conservation Plan.

The Final Order Approving a Water Management and Conservation Plan requires the City to continue with all current conservation measures (as identified in the WMCP), add the following conservation measures, and adopt the following four stages of Water Curtailment:

Leak Detection and repair. Continue to identify and repair leaks, adopt an asset management plan, complete replacement of leaking pipe leading to Reservoir Hill, improve tracking of non-revenue water use to achieve a water loss of 10 percent or less. If water loss is not reduced to 10 percent by March 2022 the City will add an annual budget for hiring leak detection service and target a revised benchmark of March 2025 to reduce water loss to 10 percent. Current water loss is 13.5%.

Efficient Fixtures Giveaway. Purchase \$500 per year in conservation fixture giveaways and make them available to City water customers.

Drought Rate Structure. Introduce a drought rate structure to be implemented temporarily on an emergency basis.

The City currently charges customers a rate of \$1.92 per 748 gallons (1 unit). As drought conditions become more severe, the rates will increase at 10% increments starting at Stage 3. Stages 1 and 2 will not have an increase since there is no actual water shortage in these stages. The rates for Stages 3 and 4 will increase to \$2.11 per unit and \$2.32 per unit respectively. All base rates will remain the same when the drought rate structure is implemented.

Water Curtailment Measures. Implement the detailed curtailment plan with four severity stages:

- Stage 1 – Awareness of Potential Water Shortage,
- Stage 2 – Water Supply Shortage,
- Stage 3 – Severe Water Supply Shortage,
- Stage 4 – Critical Water Shortage.

The Final Order Approving a Water Management and Conservation Plan identifies the following as being ordered:

1. Duration of Plan Approval:

The City of Roseburg WMCP is approved and shall remain in effect until April 3, 2030, unless this approval is rescinded pursuant to OAR 690-086-0920.

2. Development Limitations:

The limitations of the diversion of water under Permit S-44018 established in the Final Order approving an Extension of Time for Permit S-44018 remains unchanged. Subject to other limitations or conditions of the permit, therefore, the City of Roseburg is not authorized to divert any water under Permit S-44018 at this time.

3. Plan Update Schedule:

The City of Roseburg shall submit an updated plan meeting the requirements of OAR Chapter 690, Division 086 (effective November 1, 2002) within 10 years and no later than October 3, 2029.

4. Progress Report Schedule:

The City of Roseburg shall submit a progress report containing the information required under OAR 690-086-0120(4) by April 3, 2025.

5. Other Requirements for Plan Submittal:

The deadline established herein for the submittal of an updated Water Management and Conservation Plan (consistent with OAR Chapter 690, Division 086) shall not relieve the City of Roseburg from any existing or future requirement(s) for submittal of a Water Management and Conservation Plan at an earlier date as established through other final orders of the Department.

### **FINANCIAL/RESOURCE IMPACTS**

Staff will budget \$500 per year for conservation fixture giveaways.

### **TIMING ISSUES**

If the Commission provides a recommendation to adopt the plan, it will be presented to the City Council at their June 8 meeting.

### **COMMISSION OPTIONS**

Commission has the following options:

1. Recommend that City Council adopt the WMCP; or
2. Request additional information.

### **STAFF RECOMMENDATION**

The WMCP is required to keep the permitted status of the currently unused water right. As approved by the Final Order Approving a Water Management and Conservation Plan, the City is required to adhere to the goals and action items identified in the report. Staff recommends that the Commission provide a recommendation to the City Council to adopt the WMCP.

### **SUGGESTED MOTION**

***I move to recommend the City Council adopt the Water Management Conservation Plan as approved by Final Order by the Oregon Water Resource Department.***

### **ATTACHMENTS**

- Final Order Approving a Water Management and Conservation Plan
- Water Management Conservation Plan,

(Due to size, this item can be viewed at the link provided.)

<http://www.cityofroseburg.org/departments/public-works/permitsforms>

**BEFORE THE WATER RESOURCES DEPARTMENT  
OF THE  
STATE OF OREGON**

In the Matter of the Proposed Water	)	FINAL ORDER APPROVING A
Management and Conservation Plan for the	)	WATER MANAGEMENT AND
City of Roseburg, Douglas County	)	CONSERVATION PLAN

**Authority**

OAR Chapter 690, Division 086, establishes the process and criteria for approving water management and conservation plans required under the conditions of permits, permit extensions and other orders of the Department.

**Findings of Fact**

1. The City of Roseburg submitted a Water Management and Conservation Plan (plan) to the Water Resources Department (Department) on October 21, 2019. The plan was required by a condition set forth in the final order issued on November 20, 2015 approving an extension of time for Permit S-44018.
2. The Department published notice of receipt of the plan on October 29, 2019, as required under OAR Chapter 690, Division 086. No comments were received.
3. The Department provided written comments on the plan to the City on December 23, 2019. In response, the City submitted a revised plan on March 3, 2020.
4. The Department reviewed the revised plan and finds that the revised plan is consistent with the relevant requirements under OAR Chapter 690, Division 086.

**Conclusion of Law**

The Water Management and Conservation Plan submitted by the City of Roseburg is consistent with the criteria in OAR Chapter 690, Division 086.

This is a final order in other than a contested case. This order is subject to judicial review under ORS 183.484. Any petition for judicial review must be filed within the 60-day time period specified by ORS 183.484(2). Pursuant to ORS 536.075 and OAR 137-004-0080, you may petition for judicial review or petition the Director for reconsideration of this order. A petition for reconsideration may be granted or denied by the Director, and if no action is taken within 60 days following the date the petition was filed, the petition shall be deemed denied.

Now, therefore, it is ORDERED:

**Duration of Plan Approval:**

1. The City of Roseburg Water Management and Conservation Plan is approved and shall remain in effect until **April 3, 2030**, unless this approval is rescinded pursuant to OAR 690-086-0920.

**Development Limitation:**

2. The limitation of the diversion of water under Permit S-44018 established in the Final Order approving an Extension of Time for Permit S-44018 (*issued on November 20, 2015*) remains unchanged. Subject to other limitations or conditions of the permit, therefore, the City of Roseburg is not authorized to divert any water under Permit S-44018 at this time.

**Plan Update Schedule:**

3. The City of Roseburg shall submit an updated plan meeting the requirements of OAR Chapter 690, Division 086 (effective November 1, 2002) within **10 years** and no later than **October 3, 2029**.

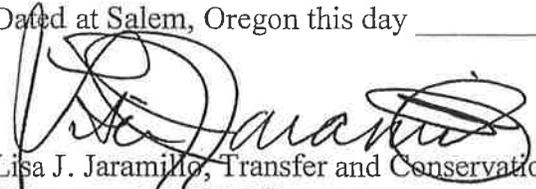
**Progress Report Schedule:**

4. The City of Roseburg shall submit a progress report containing the information required under OAR 690-086-0120(4) by **April 3, 2025**.

**Other Requirements for Plan Submittal:**

5. The deadline established herein for the submittal of an updated Water Management and Conservation Plan (consistent with OAR Chapter 690, Division 086) shall not relieve the City of Roseburg from any existing or future requirement(s) for submittal of a Water Management and Conservation Plan at an earlier date as established through other final orders of the Department.

Dated at Salem, Oregon this day APR 07 2020

  
Lisa J. Jaramillo, Transfer and Conservation Section Manager for  
THOMAS M. BYLER, DIRECTOR  
Oregon Water Resources

Mailing date: APR 09 2020

**Notice Regarding Service Members:** Active duty service members have a right to stay these proceedings under the federal service members Civil Relief Act. For more information, contact the Oregon State Bar at 800-452-8260, the Oregon Military Department at 503-584-3571 or the nearest United States Armed Forces Legal Assistance Office through <http://legalassistance.law.af.mil>. The Oregon Military Department does not have a toll free telephone number.

**CITY OF ROSEBURG  
MEMORANDUM**



**DATE:** May 14, 2020

**TO:** Public Works Commission

**FROM:** Stuart Cowie, Community Development Director  
Ryan Herinckx, Engineering Technician

**VIA:** Brice Perkins, P.E.

**SUBJECT:** **Proposed Sidewalk Amendments**

**ISSUE STATEMENT AND SUMMARY**

Staff is proposing to amend the current sidewalk code provisions as contained in the Roseburg Municipal Code to update requirements for local residents wanting to improve their residential property while still seeking to extend existing sidewalks throughout the community.

**BACKGROUND/ANALYSIS**

Section 12.06.020(E) of the Roseburg Municipal Code currently requires property owners to construct or improve existing sidewalks along their property as a condition of the issuance of a development permit when the structural improvement will increase the total gross floor area on the property. This can become problematic for home owners who are looking to perform a modest addition to their home and are required by code to construct a new sidewalk. The sidewalk provisions create challenges for property owners looking to make small investments or improvements to their property and in some cases causes individuals to avoid the permitting process altogether.

Current sidewalk regulations were amended in 2016 in an effort to tighten the regulations that required the construction of sidewalks in new subdivisions and existing development. The regulations previous to the current standards required sidewalks to be constructed whenever a development was proposed to increase the gross square footage of the buildings on the property in excess of 20%. Sidewalks in new subdivisions were required when the dwelling was constructed on a vacant lot. These regulations were most problematic for completing sidewalk networks in existing neighborhoods because developers would frequently propose small additions of 19% or less to avoid installing sidewalks. As a result, very little was being accomplished in achieving the intent of the regulation, which was to provide a complete network of sidewalks along public streets.

Amendments made in 2016, through Ordinance 3459, attempted to close the "20% loophole" by requiring any development that increased the size of a structure on a property to install sidewalks. Over the last 4 years, the amendments have solved two of the most problematic issues. The first being incomplete sidewalk networks in new subdivisions and the second being the completion of missing sidewalks fronting commercial and industrial development. However, residential additions have become challenging due to the cost of sidewalk installation in relation to the cost of the improvement project. In many cases, installing sidewalks in older residential subdivisions include additional costs such as moving utility

poles, fire hydrants, installing ADA access ramps and other personal property improvements like fences, retaining walls, and large trees.

The City has evaluated the intent of the code and how to best address the sidewalk provisions pertaining to residential property improvement and still achieve the goal of providing a complete network of sidewalks along public streets. The proposed code changes maintain the majority of the existing code intact, but provides an exemption to the installation of sidewalks in certain circumstances and defers them to a point in the future if the City chooses to form a local improvement district.

In order to qualify for the proposed exemption and to defer construction, the property must be:

- 1) A single family residence or duplex, and;
- 2) The structural improvement cannot increase the total floor area of all structures on the property by more than 15%, (Only structures that would require a building permit to be constructed are included in the calculation of gross square footage of structure(s) on the property.), and;
- 3) No public sidewalks exist within 250 feet of the front property line on the same side of the street of any of the frontages. A corner lot or parcel has two or more front property lines and frontages.

In addition, we are proposing to amend the code to allow the Public Works Director to apply discretion when determining if sidewalks are required in residential zones where topographical features or existing public utilities or similar obstructions prevent construction to standards set by the code.

#### **FINANCIAL/RESOURCE IMPACTS**

There are no financial impacts expected.

#### **TIMING ISSUES**

If the Commission provides a recommendation to adopt the plan, it will be presented to the Planning Commission at their June 1, 2020 meeting, with the intention that it would be presented to City Council shortly thereafter.

#### **COMMISSION OPTIONS**

Commission has the following options:

1. Recommend that the Planning Commission approve and City Council adopt the proposed amendment;
2. Recommend that the Planning Commission does not approve and City Council does not adopt the proposed amendment; or
3. Request additional information.

#### **STAFF RECOMMENDATION**

Staff recommends that the Commission provide a recommendation to the Planning Commission to approve and City Council adopt the proposed sidewalk amendments.

#### **SUGGESTED MOTION**

***I move to recommend that the Planning Commission approve and City Council adopt the proposed sidewalk amendments.***

**ATTACHMENTS**

Draft Sidewalk Code (RMC 12.06.020(E))

**RMC 12.06.020(E) Sidewalks, curbs, gutters, storm drainage.**

E. Sidewalks, curbs, gutters, storm drainage.

1. When Construction Required. It shall be a condition of the issuance of a development permit for all property being newly developed, or developed to the extent that structural alteration will increase the size of the total gross floor area on the property, that sidewalks, curbs, gutters, and storm drainage facilities, conforming to the standards and guidelines established by the Public Works Director, shall be installed along the entire frontage of the property at the sole cost of the permittee prior to the issuance of an occupancy permit, except as provided for in Paragraphs 12.06.020(E)(3) and 12.06.020(E)(4) as outlined below.
2. Zone Change, Subdivision Plats, Planned Unit Development, and Street Construction.
  - a. As a condition of approval of final plats for subdivisions and final plans for planned unit developments, the applicant shall be required to provide for installation of the permanent improvements described in Paragraph 12.06.020(E)(1) above.
  - b. Subject to the limitations and exceptions set forth in Paragraph 12.06.020(E)(4) below, the construction of curbs, gutters, sidewalks, and storm drainage facilities conforming to standards and guidelines of the Public Works Director shall be completed prior to issuance of an occupancy permit for all property where there is a change in zoning and actual use from a residential district to any other zone and use.
  - c. Where the construction of a public street is to take place, whether through assessment proceedings, developer construction, or a government sponsored or funded project, said street shall be constructed with the improvements specified in Paragraph 12.06.020(E)(1) above.
3. Financing For Single Property Improvements. The improvements specified in Paragraph 12.06.020(E)(1) above may be constructed by the City and paid for by the property owner via an assessment against the property in accordance with financing alternatives, if any, provided in this Code, and subject to approval by the Public Works Director.
4. Limitations and Exceptions. The improvements specified in Paragraph 12.06.020(E)(1) above shall not be required at the time of issuance of a development permit for new construction or development adjacent to public

streets, or at the time of a zoning and actual use change from a residential district when:

- a. An existing single family dwelling, duplex and/or its accessory structure(s) is replaced without increasing the size of the floor area or altered by one or more increases in the size of the floor area adding up to a total increase of less than fifteen percent of the total gross floor area of all structures<sup>1</sup> on the property during a fifteen-year period, and

No public sidewalks exist within 250 feet of the front property line on the same side of the street of any of the frontages. A corner lot or parcel has two or more front property lines and frontages.

- b. No final profile grade elevation for the street can be established by the Public Works Director based on then existing knowledge of planned street widening or improvements or where in residential zones, topographical features or existing public utilities or similar obstructions prevent construction to standards set by this code as determined by the Public Works Director; or
- c. When unsolved problems relating to drainage or other street construction factors prevent or make impracticable final sidewalk construction on said street at a time prior to the expected completion date of the construction for which the permit is sought. However, the property owner, or the permittee, prior to issuance of a certificate of occupancy, shall be required to grade, either by cutting or filling or a combination thereof, the public right-of-way from the nearest edge of the existing traveled way to the right-of-way margin of the street adjacent to the property to provide for drainage in accordance with standards and as directed by the Public Works Director.
- d. When the property is located in an RO, R10, R7.5, or R6 District and has been exempted by street, block or neighborhood under this Paragraph 12.06.010(E)(4).
- e. When improvements are not constructed at the time of issuance of a development permit, pursuant to "a," "b," "c" or "d" above, the applicant or property owner shall also agree in a signed written and subsequently recorded agreement to install permanent sidewalk improvements at his/her sole cost, or in accordance with other agreed financing alternatives, at such

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<sup>1</sup> Only structures that would require a building permit to be constructed are included in the calculation of gross square footage of structure(s) on the property.

time, if any, as the street is improved and conditions permit said construction, all as directed by the Public Works Director.

5. Relief and Appeal. The jurisdiction may from time to time establish, revise, delete, or otherwise determine what streets, blocks, or neighborhoods may be exempted from these standards due to terrain, physical restrictions, available right-of-way width, or other substantial reason. The City Council shall have authority to grant relief from the application of provisions of Subsection 12.06.020(E) upon due notice and hearing, and upon a finding by the City Council that, due to physical conditions beyond the control of the applicant, application of these requirements would result in unworkable or unsafe conditions, including adverse effects on use or access to the premises.
6. Standards to be Developed by the Public Works Director. Standards and guidelines shall be developed by the Public Works Director for sidewalk improvements and associated construction.
7. Conditions to Issuance of Permit to be in Writing. The applicable conditions to issuance of a development permit which are imposed by this Section shall be written upon the permit or embodied in a separate written agreement and attached to the permit, which shall be made a part of the permanent records of the Building Official.

**CITY OF ROSEBURG  
MEMORANDUM**



**DATE:** May 14, 2020

**TO:** Public Works Commission

**FROM:** Daryn Anderson, P.E.  
Ryan Herinckx

**VIA:** Brice Perkins, P.E.

**SUBJECT:** **Project Updates**

20PW05 - Street Lighting - Working with PP&L to install street lighting on Newton Creek Dr. and along Lookingglass Rd. We have a signed contract with PP&L for lights on Newton Creek Dr., we are still waiting on a quote and contract for lights on Lookingglass Rd.

20WA13 – Security Fencing at Boyer and Grange Reservoirs - Surveyor has set property corner pins for Grange Reservoir and Pumps Station #5. Proposed relocated property corners for Boyer Reservoir a have been set with wooden lathe. We are setting up a meeting with the property owner to discuss the necessary boundary line adjustment for this parcel.

19PW10 – Stewart Park End Panel Repair - Working with the consultant to complete bid plans and specification, anticipated bid advertisement is in early June.

20PW06 – Winchester and Beulah Overlays - Working with the consultant to complete bid plans and specifications, anticipate advertising for bid in late May or Early June.

20PW02 – 2020 Pavement Management Slurry Seals - Anticipate advertising for bid on May 12th.

19UR04 – ADA Downtown Improvements - Construction contracts have been signed and contractor will begin construction on May 7<sup>th</sup>, contract completion date is July 8<sup>th</sup>. Project consists of replacing 22 ADA ramps and 4 driveway approaches in the downtown area along Mosher, Lane and Cass Avenues.

20PW19 – 2020 Storm CIPP Projects - Anticipate advertising project for bid on May 12<sup>th</sup>.

18WA19 - SCADA PHASE 3 – Project is in project closeout.

19WA04 - West Avenue Main – Waiting on signatures from the Tribe to proceed with submitting wetland delineation report for review by the DSL and CORPS, and temporary construction easements.

20WA05 – Washington Ave. Bridge Ends – We received the fee estimate from Murraysmith to engineer a bore crossing instead of pipe replacement hanging on the bridge. Review of the fee schedule is under review.

20PW12 - Vine Meadow Storm – Project is complete.

19WA03 – WTP Chlorination – Project is on schedule. Pacific Excavation is working on electrical and plumbing installation.