

SPECIAL CITY COUNCIL MEETING AGENDA MONDAY, APRIL 24, 2017 7:30 p.m.

Scappoose Council Chambers 33568 East Columbia Avenue

HEM	AGENDA TOPIC	Action	
1.0	Call to Order		
2.0	Pledge of Allegiance		
3.0	Roll Call		
4.0	Approval of the Agenda		
5.0	Public Comments		
6.0		creational Trail Program (RTP) Grant Sykes and Program Analyst Alexandra Rains	Approval
7.0	Announcements ~ information 7.1 Calendar 7.2 City Manager, Police Cl		
8.0	Adjournment		

CITY OF SCAPPOOSE

Council Action & Status Report

Date Submitted:	April 20, 2017		
Agenda Date Requested:	April 24, 2017		
To:	Scappoose City Council		
From:	City Manager Michael Sykes Program Analyst Alexandra Rains		
Subject:	ORPD Recreational Trail Program (RTP) Grant		
TYPE OF ACTION REQUESTED:			
[X] Resolution	[] Ordinance		
[] Formal Action	[] Report Only		

ANALYSIS:

The City of Scappoose draft Parks Master Plan has identified that Scappoose's current 3.02 acres of parkland for every 1,000 residents falls well short of national and state standards by more than half. With that in mind, the plan also identified certain vacant lots within the City limits that could be developed as parks in the future. One such property identified is located off of Luma Vista Dr. and noted as "open space" (Parks Master Plan, p. 32). This 76.6 acres of forested land is already owned by the City and used informally as a nature park. The Scappoose Parks and Recreation Committee has endorsed the development of this site as a nature park and provided assistance in preparing a conceptual design.

In order to finance the development, the City is pursuing an Oregon Parks and Recreation Department (ORPD) Recreational Trail Program Grant. The proposed development will take place on approximately 2 acres of the 76.6 acre parcel and focus on construction of a trailhead composed of a short, paved road from Luma Vista Drive to the parking lot, parking for 22 vehicles, a single, waterless restroom, and informational kiosk as well as a paved trail leading from the trailhead to a paved lookout point.

FISCAL IMPACT:

The ORPD Recreational Trail Program Grant requires a 20% match. To meet this requirement, the City is dedicating \$20,222.00 from the proceeds of the tree thinning of the Bella Vista Property, which will be completed Summer of 2017.

SUGGESTED MOTION:

Staff moves City Council approve ResolutionNo. 17-15 hereby demonstrating its support for the submittal of an ORPD Recreational Trail Program Grant, authorizing the expenditure of \$20,222.00 as match, and allowing the City Manager to apply for the Grant and the Mayor to sign the grant application.

RESOLUTION NO. 17-15

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCAPPOOSE AUTHORIZING THE CITY MANAGER TO MAKE APPLICATION FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR FUNDS TO DEVELOP THE CITY'S PROPERTY LOCATED OFF OF SEELY LANE AND DELEGATING AUTHORITY TO THE MAYOR TO SIGN THE APPLICATION.

Whereas, The Oregon Parks and Recreation Department is accepting applications for the Recreational Trail Program Grant; and

Whereas, the City of Scappoose desires to participate in this grant program to the greatest extent possible as a means of provided needed park and recreation enhancements; and

Whereas, the Scappoose City Council has identified development of a park at the City's property located off of Luma Vista Dr. as a high priority need in the City of Scappoose; and

Whereas, adding a trailhead to include parking and a restroom and a lookout point will create a City park; and

Whereas, the City only provides 3.02 acres of parkland per 1000 residents which is short of national and state guidelines by nearly half; and

Whereas, the matching share for this application is \$20,222.00, made available from the proceeds of the tree thinning of the Bella Vista Property; and

Whereas, the City intends to provide adequate funding for on-going operations and maintenance of this park and recreation facility using general fund property tax dollars should the grant funds be awarded

Now, therefore, be it resolved:

Section 1: The Scappoose City Council hereby demonstrates its support for the submittal of a grant application to the Oregon Parks and Recreation Department for development of a park at the City's property located off of Seely Lane

Section 2: The Scappoose City Council authorizes the City Manager to apply for Recreational Trail Program Grant from the Oregon Parks and Recreation Department on behalf of the City for the development of the City's property located off of Luma Vista Dr. and authorizes the Mayor to sign the grant application.

Section 3: This Resolution shall be effective upon passage.

PASSED AND ADOPTED by the Scappoose City Council and signed by me, and the City Recorder, in authentication of its passage on this 3rd day of April 2017.

CITY OF SCAPPOOSE, OREGON

	Scott Burge, Mayor
Attest:	Susan M. Reeves, MMC
	City Recorder

Project Summary Project Title: Vista Park

Project Type: Regional Park/Nature Park

Park Size: 76.6 acres **Grant Project Cost:**

\$101,109.48

Project Location

At the western edge of the city limits at the end of Belle Vista Drive and Luma Vista Drive



Project Scope

Vista Park is located at the western most edge of the city on a hill overlooking Scappoose and the Columba river valley. The park is 80 acres of heavily forested, steep terrain. Currently, the park has a few trails built by ATVs and nearby residents using the park. The plan calls for repairing existing trails, and build new ones. The trails would be a mix of biking and hiking trails, and connect the parking lot to the lookout near the SE corner of the parcel. The trail that connects the parking lot to the lookout should be ADA compliant. The plan also calls for a parking lot with a kiosk and a waterless bathroom. Concrete pillars, gates, or large logs should be places at all the exits to the park to stop ATVs from continuing to use the park, damaging the trails and scaring the hikers or bikers. Signs should also be installed throughout the park to delineate where bikers and hikers can and cannot go.

Project Considerations

The property has blow down from a storm and an overgrown understory layer. Forest thinning will most likely occur in Summer 2017. Access to the property has been an issue. Ideas to put parking off of Bella Vista Road instead of Luma Vista Drive were explored, but problems with emergency access killed the idea. Property owners on Luma Vista Drive should be consulted because the park would dramatically increase road trips. The City should consider partnering with Northwest Trail Alliance to build mixed use trails. Surprisingly, the community didn't seem opposed to mixed use trails during the Annual Town Meeting when this park was discussed.

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Task / Description	Quantity	Units	Unit Cost	Cost	Match	Request

Engineering	1	СТ	\$10,000	\$10,000	\$0	\$10,000
Excavation	260	CY	\$21	\$5,460	\$0	\$5,460
3" Asphalt Paved Road	8340	SF	\$2.50	\$20,850	\$0	\$20,850
Asphalt Paved Path	1000	SF	\$7.50	\$7,500	\$0	\$7,500
Asphalt Paved Lookout Point	400	SF	\$7.50	\$3,000	\$0	\$3,000
Kiosk	1	Each	\$7,285	\$7,285	\$0	\$7,285
Dog Waste Stand	1	Each	\$300	\$300	\$0	\$300
Concrete Bench	1	Each	\$807	\$807	\$0	\$807
Concrete Picnic Table	1	Each	\$951	\$951	\$0	\$951
Signage	5	Each	\$1,000	\$5,000	\$0	\$5,000
City Inspection and						
Permitting	1	Staff Time	\$5,000	\$5,000	\$5,000	\$5,000
Restroom (including						
installation)	1	Each	\$33,996.28	\$33,996.28	\$20,222	13,774.28
Vista Park Trailhead 10%						
Design (donated architect)	8	Hours	\$120	\$120	\$960	\$960
Total	==			\$101,109.48	\$26,182	\$74,927.48

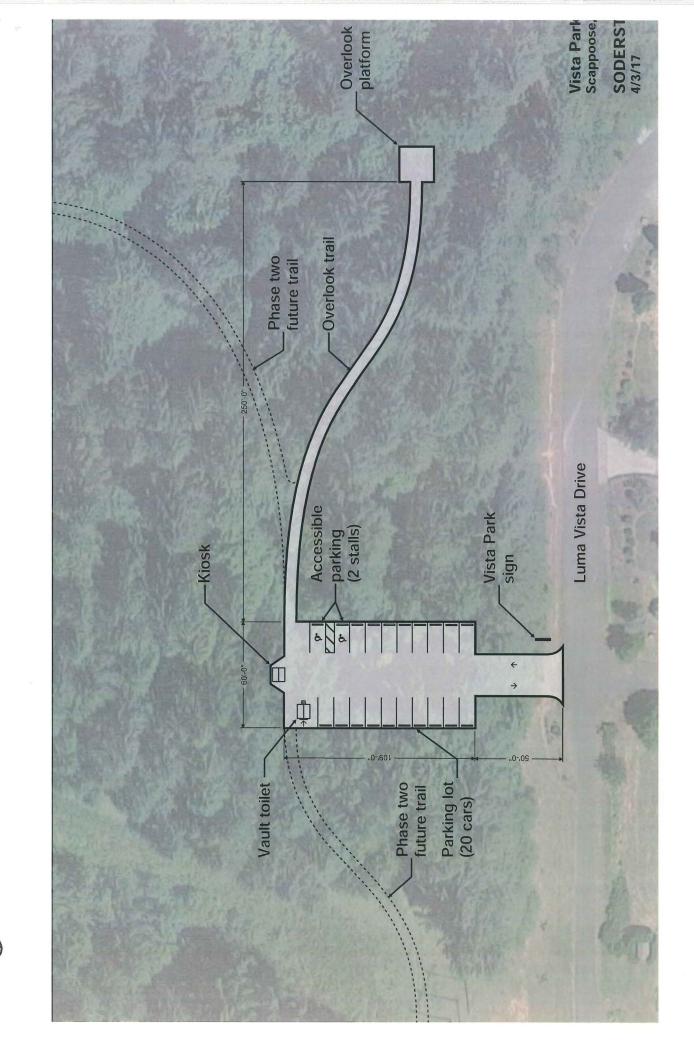
18. Do you support hiking and biking trails on the "Vista Park" property? (Multiple Choice)

	Responses			
	Percent	Count		
Yes	80.95%	34		
No	16.67%	7		
I have no opinion	2.38%	1		
Totals	100%	42		

19. Do you support a park at Chapman Landing on the Multnomah Channel? (Multiple Choice)

	Percent	Count
Yes	92.68%	38
No	4.88%	2
I have no opinion	2.44%	1
Totals	100%	41

Responses





Ben Tolles

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Welter, Lonny <lonny.welter@co.columbia.or.us>

ent:

Wednesday, December 07, 2016 2:08 PM

To:

Ben Tolles

Cc:

Magnuson, Rebekah; Elizabeth Happala

Subject:

Re: FW: Luma Vista

Ben,

Luma Vista is a public road. Public roads are maintained by the adjacent property owners, who are usually the main users of the road. County Roads are public roads, of which the County Commissioners have directed the County Road Department to maintain. The Commissioners have not directed the County Road to maintain Luma Vista, nor any other public road for at least 20 years. Reason being, we don't have a budget that will allow any additional road maintenance responsibilities.

All that said, both County and Public roads are under the authority of the County Road Department.

Hopefully this answers your question.

Sincerely, rLonny Welter Transportation Planner Columbia County Road Department

On Wed, Dec 7, 2016 at 10:48 AM, Ben Tolles btolles@cityofscappoose.org wrote:

Hi Lonny,

I was curious if you could answer my question about Luma Vista Drive? Does the county maintain it or the adjacent land owners?

-Ben

From: Magnuson, Rebekah [mailto:rebekah.magnuson@co.columbia.or.us]

Sent: Wednesday, December 07, 2016 9:57 AM **To:** Ben Tolles btolles@cityofscappoose.org

Cc: Elizabeth Happala <ehappala@cityofscappoose.org>

Subject: Re: Luma Vista

Hi Ben and Liz:

I had Nathan Woodward, our county surveyor, take a lot at this one also. He and I believe that the adjacent owners are responsible for the maintenance of this road. Since, they have dedicated it as a public right-of-way. But he said that you might want to check with your city counsel or the road department on that.

Becky Magnuson

Assessment Clerk III - Exemptions/Personal Property/Deed Clerk

Columbia County Assessor's Office

503-397-2240 x8421

Monday - Thursday 7:30AM - 5PM

On Wed, Dec 7, 2016 at 9:31 AM, Ben Tolles < btolles@cityofscappoose.org > wrote:

Hi Becky,

Sorry for the belated response but I thought of another question. Who maintains the road?

Thanks,

Ben Tolles

From: Magnuson, Rebekah [mailto:rebekah.magnuson@co.columbia.or.us]

Sent: Wednesday, November 16, 2016 7:39 AM

To: Ben Tolles < btolles@cityofscappoose.org >; Elizabeth Happala < ehappala@cityofscappoose.org >

Subject: Re: Luma Vista

Hi Ben and Liz:

Yes, Luma Vista Drive and Skyline Terrace were both dedicated as "public" roadways per Partition Plat 2003-27 (Columbia County Document No. 03-17005).

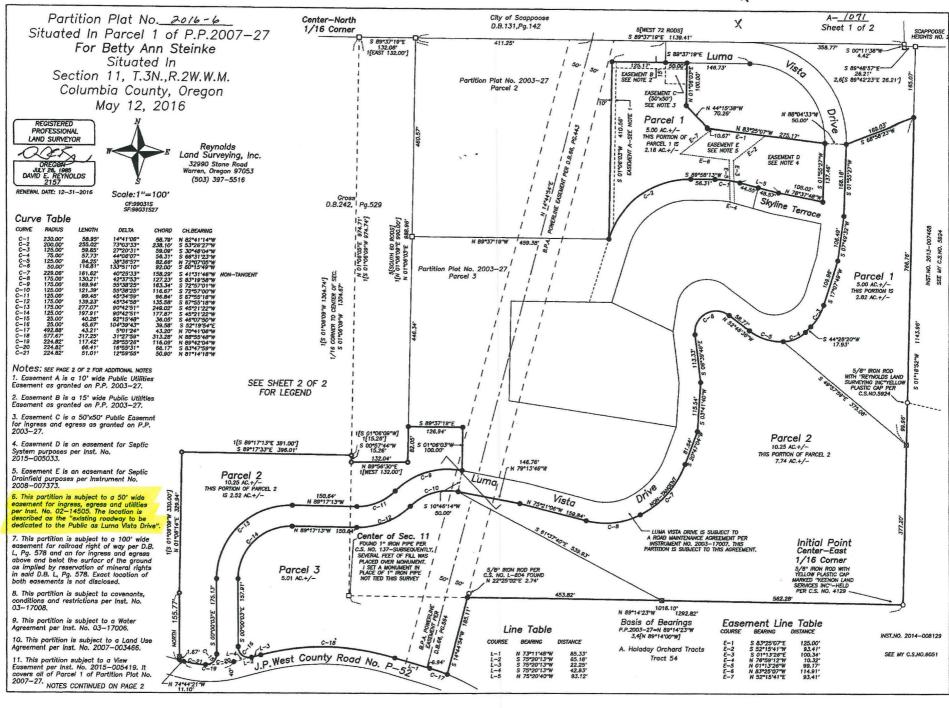
Please let me know if you need anything else.

Thank you,

Becky Magnuson
Assessment Clerk III - Exemptions/Personal Property/Deed Clerk
Columbia County Assessor's Office
503-397-2240 x8421
Monday - Thursday 7:30AM - 5PM
On Mon, Nov 14, 2016 at 1:26 PM, Ben Tolles < btolles@cityofscappoose.org wrote:
Hi Becky,
Thanks for helping me out! I had forgotten that Liz emailed you about it last week. Let me know what the
surveyor has to say.
Thanks,

Ben

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"Public sewer" means a sewer in which owners within the city of abutting properties have equal rights, and is owned and controlled by the city.

"Sanitary sewer" means a sewer which carries sanitary sewage and industrial waste and to which storm, surface and ground waters are

not intentionally admitted.

"Sewage" means a combination of the water-carried wastes from residences, business buildings, institutions, commercial enterprises, and industrial establishments.

"Sewage treatment plant" or "sewage treatment facilities" means any arrangement of devices, structures, and processes used for treating sewage.

"Sewage works" means all facilities for collecting, pumping,

treating, and disposing of sewage.

"Sewer" means a pipe or conduit for carrying sewage and/or industrial waste.

"Shall" is mandatory; "may" is permissive.

"Storm sewer" or "storm drain" shall mean a sewer which carries storm, surface and ground waters and drainage, but excludes sewage and polluted industrial wastes.

"Superintendent" means the superintendent of public works of the city, the building official, or the city engineer, as appropriate, or

his authorized deputy, agent, or representative.
"Suspended solids" means solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering and expressed in parts per million or milligrams per liter by weight.

"Wastewater treatment plant or facilities" is synonymous with

sewage treatment plant or sewage treatment facilities.

"Watercourse" means a channel in which a flow of water occurs, either continuously or intermittently. (Ord. 747 §§1 and 2, 2004; Ord. 724 §1, 2002; Ord. 319 Art. 1 §§101--122, 1972)

13.12.020 Use of public sewers required. A. It is unlawful for any person to place, deposit, or permit to be deposited in an unsanitary manner upon public or private property within the city or in any area under the jurisdiction of the city, any human or animal excrement, garbage, or other objectionable wastes or materials.

B. It is unlawful to discharge to any natural outlet within the city or in any area under the jurisdiction of the city, any sanitary sewage, industrial wastes, or other polluted waters or materials, except where suitable treatment has been provided in accordance with subsequent provisions of this chapter.

C. Except as provided in this chapter, it is unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage or

industrial wastes.

D. The owners of all houses, buildings or properties used for human occupancy, recreation or other purposes, situated within the city and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the city, are required at their expense to install suitable toilet and plumbing facilities therein, in accordance with the provisions of this chapter, the State Department of Environmental Quality, the State Board of Health, Columbia County health department, the State Plumbing Code, and the laws and regulations of

the state and county, within ninety days after date of official notice to do so; provided the nearest connection point to the public sanitary sewer is within three hundred feet from the property to be served. The owners shall connect to the public sewer line within the ninety day notice period provided above except and unless the city council by resolution exempts all or part of the area served by a sewer line and the sewer line from mandatory hookups. (Ord. 630 §1, 1995; Ord. 533 §1, 1988; Ord. 427 §1, 1981; Ord. 319 Art. II, 1972)

- 13.12.030 Private sewage disposal. A. Where a public sanitary sewer is not available under the provisions of Section 13.12.020(D), building sewers shall be connected to a private sewage treatment and disposal system complying with the provisions of this chapter and with requirements of the State Plumbing Code, the rules and regulations of the Columbia County health department, State Division of Health and of the State Department of Environmental Quality.
- B. Before construction or use of a private sewage disposal system, the owner shall first obtain a written letter from the city engineer stating that the city cannot provide sewer service. This letter shall be presented to the Columbia County sanitarian and a permit obtained from the county to install a private sewage disposal system. All state, federal, and local regulations shall be met before a private sewage disposal system shall be approved or put into use.
- C. At such time as a public sanitary sewer becomes available to a property served by a private sewage disposal system, as provided in Section 13.12.020(D), a direct connection shall be made to the public sewer in compliance with this chapter, and any septic tanks, cesspools, and similar private sewage disposal facilities shall be removed or abandoned and filled with suitable material as required under state and county rules and as directed by the Columbia County sanitarian. When public sewer service is obtained, the connection or connections to the premises being served shall be made ahead of the private disposal system and the latter removed or filled in and abandoned. No connections shall be made to the effluent side of existing septic tanks or cesspools.

D. Owners shall operate and maintain private sewage disposal facilities in a safe and sanitary manner at all times, at no expense

to the city.

- E. The provisions of this section shall be in addition to and not in derogation of or conflict with the requirements of pertinent chapters of the Oregon Revised Statutes. (Ord. 724 §1, 2002; Ord. 319 Art. III, 1972)
- 13.12.040 Building sewers and connections. A. No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance whereof without first obtaining a written permit from the superintendent.
- B. There shall be two classes of building sewer permits: (1) for residential and commercial service; and (2) for service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a special form furnished by the city. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the superintendent. Connection, permit and inspection fees for residential, commercial building, and industrial building



April 20, 2017

Erin O'Connell
Environmental Services Specialist II
erin.oconnell@co.columbia.or.us

Re: Vista Park Restroom

Dear Ms. O'Connell,

The City of Scappoose has proposed the development of a trailhead at the Bella Vista Property (see attached trailhead design). The property is 76.6 acres of City owned, heavily wooded, steep terrain in the NW portion of the City. The proposed trailhead amenities include a parking lot, lookout point and a vault restroom (see attached example).

According to section 13.12.020 D of the City Code, the owners of all houses, buildings, or properties used for human occupancy, recreation or other purposes, situated within the City are required to install suitable toilet and plumbing, provided the nearest connection point to the public sanitary sewer is within 300 feet from the property to be served. In the event that the nearest connection is not within 300 feet of the development, sections 13.12.030 A and B of the code provides authority to the City Engineer to make an official determination that the owner cannot reasonably be provided with sewer service, thus releasing them from this obligation to connect. As an alternative, the owner then must obtain a written copy of the City Engineer's determination in writing and submit it to the County in order to obtain a permit to build a private sewage disposal system.

Given the site location on steep terrain with unknown slope stability issues and that the sewer line extension would be cost prohibitive and prone to possible pipe failure issues, I have determined that the City cannot reasonably provide sewer service to the site. As such, the City requests to obtain a permit from the County to build a private self-contained sewage disposal system. Please accept this letter as the official determination of the City Engineer and advise on next steps to process the permit.

Sincerely,

Chris Negelspach, P.E. City Engineer

C: Michael Sykes

Alexandra Rains

Enc: Trail Head Design

Vault Restroom example



Oregon Parks and Recreation Department Local Government Grant Program – Project Application

Land Use Compatibility Statement (LUCS)

What is a LUCS? A Land Use Compatibility Statement (LUCS) is the form OPRD uses to ensure that proposed projects are consistent with local land use requirements.

How to Complete the LUCS: The applicant completes Section 1. Section 2 must be completed by the local Planning Official. The applicant then submits the completed LUCS to OPRD as part of the Grant Project Application.

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SECTION 1: Applicant & 9	With the second control of the second control of the second control of the second			
Print Applicant Name: City of Scappoose Applicant Signature:				
Property Owner Name: C	City of Scappoose			
Subject Property Address	(Or adjacent to): Adjacent	to Luma Vista Dr. and NW	/ Bella Vista Dr.	
Site Description: 76.6 acr	es of forested land located	in NW Scappoose		
Describe the planned use	e for the property: Recreati	onal area to include a trail	head and trails for hiking	
Township(s) 3N	Range(s) 2W	Section(s) 11	Tax Lot(s) 100	
	SECTION 2 must be filled	out by a Local Planning Of	fficial	
SECTION 2: Determination	on of Compliance with Loc			
The subject property is:	✓ Inside 🛭 Outside C	ity Limits ✓ Ins	ide 🗆 Outside UGB	
Current Comprehensive I	Plan Designation: PL	Current Zoning:	PL-R	
Is a Comprehensive Plan If YES, list the proposed p	or Zoning Amendment Pro plan designation:	posed? YES NO Proposed zoning:		
Does the activity, use, or development require land use review to determine compliance with land use regulations? YES ✓ NO □ If NO, it means that no local land use review is needed. Skip to Local Planning Official Information below. If YES, what is the status of the land use application: □ Approved □ Denied □ Under Review ✓ Not Yet Received				
List file number(s):			cision final: YES \(\square\) NO \(\square\)	
Comments:				
Local Planning Official In	formation:			
Jurisdiction: City of Scapp	ooose			
Print Planning Official's Name & Title: Laurie Oliver, City Planner				
Mailing Address: 33568 E Columbia Ave.				
City: Scappoose Zip Code: 97056				
Phone: 503-543-7184 Fax:				
Email: loliver@cityofscappoose.org				
Planning Official's Signature: Date: 3/16/17				

CITY OF SCAPPOOSE

May 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 City Council 7:00 p.m.	2	3	4	5	6
7	8	9	10	11 Planning Commission 7:00 p.m.	12	13 Chapman Landing Cleanup 9:00 .am.
14	15 City Council 7:00 p.m.	16	17	18 EDC ~ noon Park & Rec 6:00 p.m.	19	20
21	22	23 Budget Committee 7:00 p.m.	24	25	26	27
28	29 City Offices Closed ~ Memorial Day	30 Budget Committee 7:00 p.m.	31 Budget Committee 7:00 p.m. (If needed)			