



CITY COUNCIL MAY 1st, 2017 AGENDA
REGULAR MEETING 7:00 PM
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

- 1. Call to Order and Pledge of Allegiance – Mayor Leonetti**
- 2. Additions or Corrections to Agenda**
- 3. Presentations**
 - A. 2017 EMS Week Presentation – Metro West Representative
- 4. Councilor Committee Meeting Reports**
- 5. Topics from the Floor/Audience Participation**
- 6. Consent Agenda for Approval**
 - A. City Council Meeting Minutes for April 17th, 2017 Pg. 1-4
- 7. Unfinished Business**
- 8. New Business**
 - A. Vernonia, Oregon Historic Walking Tour Handbook Proposal Pg. 5
- 9. Business from Departments**
 - A. Police Department – Chief Conner
 - B. City Administrator Report – J. Mitchell
- 10. Ordinances/Resolutions**
 - A. Ordinance 913: Amending Title 9 Section 9-08 Habitation of Travel Trailers Pg. 6-11
- 11. Correspondence**
- 12. Items from Mayor and Councilors**
- 12. Action Item Summary**
- 13. Adjournment**

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

Please contact the City Recorder, Vernonia City Hall, 1001 Bridge Street, Vernonia, OR 97064 (Phone No. 503-429-5291) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TCC users please call Oregon Telecommunications Relay Service at 1-800-735-2900.



CITY COUNCIL APRIL 17, 2017 **MINUTES**
REGULAR MEETING 7:00 PM
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

In Attendance: Mayor Leonetti, Council McNair, Councilor Seager and Councilor Hult

Staff in Attendance: City Administrator Mitchell, Police Chief Conner, GIS Analyst Fousek and City Recorder Borst

Absent: Councilor Wagner

Call to Order and Pledge of Allegiance – Mayor Leonetti

Mayor Leonetti called the meeting to order at 7:02pm

Additions or Corrections to Agenda

City recorder Borst corrected the name of the Interim City Planner to Sean Phoenix.

Councilor McNair made a motion to approve the agenda with the correction. The motion was seconded by Councilor Seager, motion carried.

Councilor Committee Meeting Reports

There are none.

Topics from the Floor/Audience Participation

Steve Whiteman, State Avenue, explained that he had the same issue as the Mayor when he owned a restaurant 4 years ago. He would like to help gather support to install an information Kiosk at Anderson Park directing trail traffic to the businesses in town. He proposes that the City reach out for bids for the sign and interested parties can pay to put their information on the sign. Staff suggested that Mr. Whiteman approach the Parks Committee regarding the proposed sign.

Ben Fousek, Mist Drive, would like to express his opinion on the downtown trees. He stated that the downtown corridor looks much cleaner since the trees have been removed. He is not against strategically replacing trees but is more concerned about the condition of the buildings. He would like to see the building owners encouraged to improve the properties and cleaned up. City Administrator Mitchell explained that she discussed this with Chamber and suggested a potential grant or scholarship program for the facades. She has not heard back from them yet on what direction they will go with the idea.

Consent Agenda for Approval

A. City Council Meeting Minutes for April 3rd, 2017

Councilor Seager made a motion to approve the meeting minutes from April 3rd, 2017. The motion was seconded by Councilor McNair, motion carried.

Unfinished Business

There was none.

New Business

B. Application for Budget Committee – Tony Schrader

City Administrator Mitchell presented the application to Council. Mayor Leonetti appointed Mr. Schrader to the Budget Committee.

C. Recommendation from Utility Rate Review Committee

GIS Analyst Fousek presented the recommendation to Council. Councilor Seager stated that he attended the committee meetings and feels that everyone there was in agreement.

Councilor Seager made a motion to amend the master fee schedule with the new rates. The motion was seconded by Councilor Hult, motion carried.

Votes: Councilor Seager: Yes Councilor Hult: Yes Councilor Wagner: Absent
Councilor McNair: No Mayor Leonetti: Yes

D. Public Hearing for PA17-01: Habitation and Parking of Travel Trailers

Call Hearing to Order

Mayor Leonetti called the meeting to order at 7:26 pm.

City Recorder Borst assisted Mayor Leonetti with reading the hearing disclosure statement.

Order of Hearing

Exparte

None.

Conflict of Interest

None

Challenge

None.

Staff Report-City Planner Sean Phoenix

City Planner Phoenix presented the staff report to Council (See File).

Councilor Seager inquired as to if drivers are in violation of the ordinance if they park on the ro

Staff explained that the Exemptions section allows parking on the street if you are frequenting a business.

Testimony in Favor

None.

Testimony in Opposition

None.

Neutral Testimony

Mr. Lindauer inquired as to what will happen to current permit holders. City Administrator Mitchell stated that there are no open permits at this time.

Final Call for Testimony

None

Applicant Rebuttal

None

Extend the Hearing

None

Close the Hearing

Mayor Leonetti closed the hearing at 7:44 pm.

Business from Departments

E. Police Department – Chief Conner
No report.

F. City Administrator Report – J. Mitchell

Wastewater Treatment Plant: We are awaiting approval from DEQ regarding the ammonia equipment. Hydro seeding of the linear trail edge and lagoon road edges has begun. Still outstanding is the completion of the rocking of dike roads prior to paving. Staff asked about pressure grouting the dike and have not heard back yet. Staff is looking into ways to drain the water from between the dike and the trail into the borrow site.

Rose Avenue Project: Rose Avenue architectural plans and bid documents are slated to be ready by end of May. The building department, planning department, and CDBG representatives will review for compliance prior to going out for bid with a contractor.

Nickerson Ridge Estates: No correspondence.

Photo Solutions: The demolition of Photo Solutions is complete.

Creek Issues: Christine Stevenson from Oregon DSL came to Vernonia Thursday, April 13th to view the issues the City is having with Bear Creek and Nickerson Creek. She documented violations currently happening on Bear Creek and we discussed the use of city owned open space lots as possible restoration/widening areas of Bear Creek in future flood mitigation projects.

Tree Donation Spencer Park: We currently have 5 citizens/families interested in donating trees to beautify the new Spencer Park Picnic Shelter. The prices of trees looks to be roughly \$150-500. Mr. Whiteman stated that he is interested in purchasing a \$300-500 tree or tree/table combo. Councilor McNair stated that he would like to purchase a tree as well. Parks Committee members and local volunteers plan to begin cutting and grading the site.

C-Z Trail Improvements: The letter was sent to Lori Baker expressing the City's support of the Columbia County Park Departments application for grant funding to improve the CZ Trail.

Donation of Wetland Property: The City sent a bargain and sale deed to Mrs. Elsin Creps to initiate the transfer of approximately .89 of an acre of wetland property off Rose Avenue. A thorough title report was completed and legal reviewed the documents prior to sending. Once Mrs. Creps signs and returns the deed I will be bringing it to Council for your formal acceptance.

Lagoon Way Potholes: Councilor Seager inquired about ownership of the road to the sewer lagoons and waste management dump. He stated that the pot holes on the road are getting quite bad. City Administrator Mitchell stated that the city box scraper is not big enough to properly fix the road. Mr. Seager proposed asking the Columbia County Road Department if the city can use their equipment to fix it. Consensus of Council is for staff to approach the department with the request.

Ordinances/Resolutions

G. Ordinance 913: Amending Title 9 Section 9-08 Habitation of Travel Trailers

Councilor McNair made a motion to adopt Ordinance 913: An Ordinance of the City of Vernonia amending Title 9 Section 9-08 Habitation of travel trailers of the Vernonia municipal code. The motion was seconded by Councilor Hult, motion carried.

Votes: Councilor Hult: Aye Councilor Seager: Aye Councilor McNair: Aye
Councilor Wagner: Absent Mayor Leonetti: Aye

City Recorder Borst read the Ordinance for the first time, by title only.

Correspondence

Items from Mayor and Councilors

Councilor Seager inquired as to when the bathrooms at Spencer Park will be open as they were locked last week. City Administrator Mitchell stated that they should be open and will look into it.

Councilor Seager stated that the parking lot in front of the health center is a mew and would like to prevent people from parking there. City Administrator Mitchell stated that it was previously discussed to post and cable around the lot. If Council would like, staff can move forward with the installation. Councilor McNair stated that if we prevent people from parking on the lot then we need to find better parking on that side of town for people. Councilor Seager acknowledged the need for designated truck parking and would like to find a solution. Councilor McNair acknowledged the damage that was done to the old West Oregon lot when trucks were parked there. Councilor Hult is in favor of installing the post and cable and adding rock to the lot. Mayor Leonetti proposed that Councilor McNair research potential parking areas and report back to Council. Councilor McNair will report back.

Action Item Summary

Staff will contact the County regarding the use of equipment to fix lagoon way.
Staff will look into the bathroom timers at Spencer Park.

Adjournment

Mayor Leonetti adjourned the meeting at 8:18 pm.

These minutes were approved at the May 1st, 2017 City Council Meeting.

Stephanie Borst, City Recorder

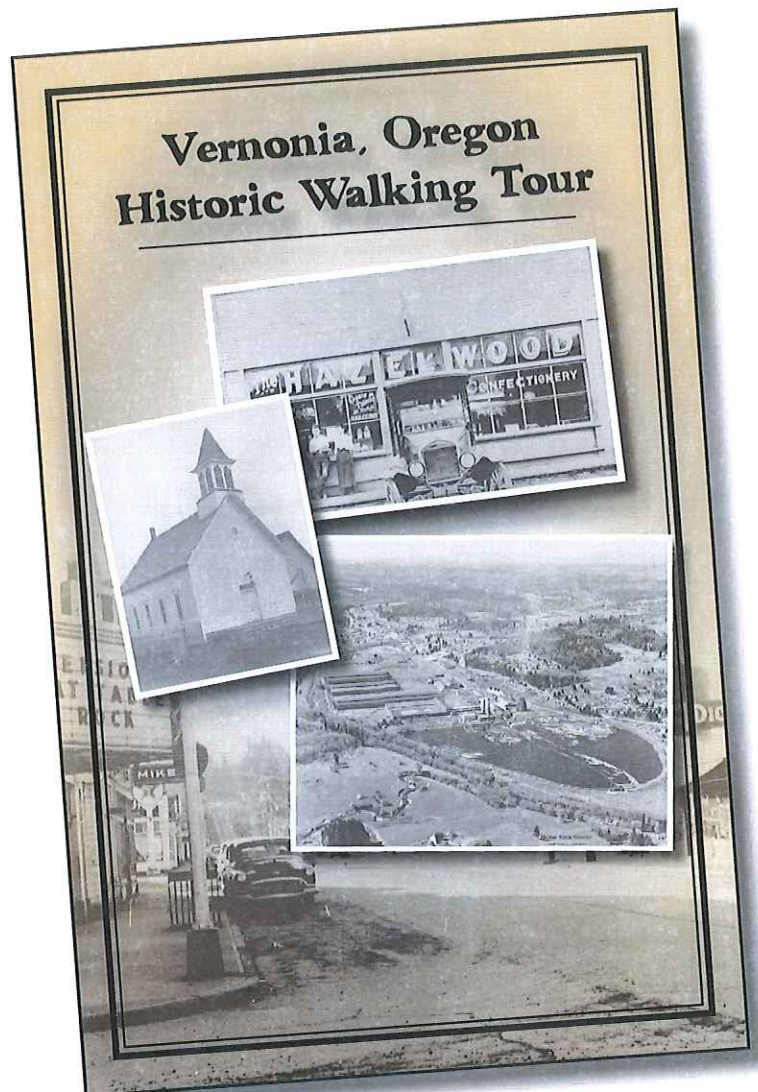
Mario Leonetti, Mayor

Share Vernonia's History with Us!

The *Vernonia, Oregon Historic Walking Tour* handbook will soon be available for sale! Vernonia Pioneer Museum invites you to consider selling the handbook at your location.

- Handbook content updated! Now includes a full detailed map with parks and art archways and photos of each plaque location.
- Handbook is 24 pages, 8.5" x 5.5", full color on glossy paper
- Handbooks are \$2.00 per book, to be sold for \$3.00. You keep a \$1.00 profit.
- Marketing rack card(s) are included

To participate in sharing our history, please respond by Friday, April 14th for your business name to be included in the press release.



Contact Corrie Aiuto
Call or text: (307) 321-6867
Email: claiuto@gmail.com.

ORDINANCE# 913

**AN ORDINANCE OF THE CITY OF VERNONIA AMENDING TITLE 9
SECTION 9-08 HABITATION OF TRAVEL TRAILERS OF
THE VERNONIA MUNICIPAL CODE**

The City of Vernonia ordains:

WHEREAS, in 2016 the City identified lack of restrictions for applying for habitation of a travel trailer, and the need to clarify the application process in Title 9 Section 9-08 Habitation of Travel Trailers and;

WHEREAS, over the course of several months the Planning Commission completed their review of File# PA 17-01, held a Public Hearing on March 16th, 2017 and forwarded draft amendments to Title 9 Section 9-08 to the City Council, and;

WHEREAS, the Vernonia City Council held a public hearing in the Council Chambers of City Hall on April 17th, 2017 at 7:00 pm to consider the Section 9-08 amendments, in accordance with Title 9 Section 9-01.09 Text Amendments;

WHEREAS, no objections were filed with the City Recorder, and all comments were heard and considered at the public hearings; and the public will benefit from these amendments to the application process, and there is no prejudice to the public based on the findings in the City Staff Report dated April 13, 2017 and;

WHEREAS, the Vernonia City Council upon consideration of all testimony, comments, the staff report and findings, and other documentation of File # PA 17-01, determined the amendments to Title 9 Section 9-08 Habitation of Travel Trailers of the Vernonia Municipal Code is appropriate and necessary to better achieve the goals and policies of the City's Comprehensive Plan;

NOW THEREFORE, the City Council of Vernonia does ordain as follows:

Section 1: The City does hereby adopt the amendments to Title 9 Section 9-08 Habitation of Travel Trailers according to the text attached Exhibit A, and;

Section 2: The City does hereby amend Title 9 Section 9-08 Habitation of Travel Trailers and replace the regulations with those identified as the attached Exhibit A, and;

Section 3 Effective Date: Under the provisions of the City of Vernonia Charter of 1998, Chapter VIII, the Council finds it may provide two readings at the same hearing and that this ordinance may take effect in 30 days from the date of decision.

Section 4 Council Clerk's Duties: The Council Clerk is hereby directed, upon its adoption and authentication, to number this Ordinance as the next adopted ordinance of the City of Vernonia.

(Must be read in full if requested)

Adopted as read by title only this 17th day of April by the following vote:

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Adopted as read by title only this 1st day of May by the following vote:

AYES: NAYS: ABSTAIN: ABSENT:

Signed by me, Mario Leonetti, Mayor, in authentication of its adoption this 1st day of May, 2017.

Mario Leonetti, Mayor

Attest: _____
Stephanie Borst, City Recorder

9-08 Habitation and Parking of Travel Trailers

9-08.01 Introductory Provisions

9-08.01-10 Definitions

As used in this chapter the following words and phrases shall mean:

- A. "Camper" means a structure designed to be mounted upon a motor vehicle and to provide facilities for human habitation or camping purposes.
- B. "Recreational Vehicle" or "Travel Trailer" means a vehicle, self-propelled or not, and including motor homes and campers, which is designed to be driven, pulled or otherwise used on a highway and which has facilities or space which can be used for human habitation or for conducting business.
- C. "Utility Trailer" means a non-motorized vehicle designed to carry persons, property, animals, waste, materials, or any other items on its own structure and to be drawn by another motor vehicle which is not designed for habitation or recreational purposes.

9-08.02 Regulation of Use

9-08.02-10 Occupancy of a Recreational Vehicle

- A. A recreational vehicle may be occupied as a dwelling if it is located in a city-licensed recreational vehicle park.
- B. A recreational vehicle may be occupied as a dwelling if it is located in a manufactured dwelling park or a mobile home park and if it is lawfully connected to water, sewage disposal and electrical supply systems. (ORS197.493)

9-08.02-20 Temporary Use of Travel Trailer as a Dwelling or Business

Temporarily inhabiting a travel trailer, camper or utility trailer as a dwelling, for longer than 14 days, except where otherwise approved, is prohibited. The use of a travel trailer to conduct business within the City of Vernonia is prohibited unless the occupant first obtains a permit from the City. The occupant of the travel trailer and property owner shall make application for the permit to the City Recorder and pay an application fee based on the City Fee Schedule. A public hearing is not required. Final approval is obtained at the administrative level through a Type II process except as modified by this section.

Exemptions. Temporary use of a camper, recreational vehicle or travel trailer, for occasional use for cooking, storage, and play during daytime hours and not normally involving overnight accommodations does not require a city permit.

9-08.02-30 Temporary Use Permit Procedure

- a. **Application Requirements.** The application shall be in writing and shall include the following information:
 1. The proposed location of the travel trailer with a site plan showing full dimensions. Note: In issuance of the permit you are giving City Staff permission to enter the property to verify the site plan if needed. This will be scheduled with the property owner.
 2. The period of time for which the permit is sought (six (6) month maximum) and justification for that specific time period.
 3. The reason for which the application is being made to use a travel trailer instead of a more permanent structure.
 4. Provisions for sanitary and water connections.
 5. Proof of current title, registration, and insurance per Oregon law.
 6. The property owner and applicant must be present when the permit is submitted.
 7. A narrative of how the criterion in the following section are met.

- b. **Criterion.** A Temporary Use Permit may be granted only in the event that all of the following standards are met:
 1. The travel trailer must not be in disrepair and must be mobile;
 2. The trailer is not permitted to be located in the flood way, as designated by FEMA;
 3. The property at which the trailer will be located must not have any current Title 3 or Title 9 code violations;
 4. The location of the travel trailer must be within a safe distance from any permanent structure as per current Oregon State Fire Marshall recommendation.
 5. All City of Vernonia structure setbacks as outlined in Title-9 Land Use and Development must be met;
 6. Ingress and egress are safe and adequate for travel trailer, vehicles and pedestrians;
 7. There is adequate parking for the use;
 8. The use does not adversely impact any neighbors including noise, glare, lighting, odors, vibrations in a manor inconsistent with the primary use of the property;
 9. State if septic will be pumped or if the trailer will be taken to an approved dumping facility (connections to residential sewer cleanouts is not permitted).
 10. The permit shall not exceed six (6) months unless otherwise permitted by 9-08.02-30.c.
 11. Conditions may be imposed in order to assure these criterion are met.

- c. Residence Building Time Limit Exception. A time period beyond six (6) months may be requested when a camper, recreational vehicle or travel trailer is intended to be used as temporary housing during construction of a permanent residential dwelling. When a residential building time limit exception is approved, the Temporary Use Permit shall be valid as long as an active building permit is on file with the City of Vernonia Building Department. Building permits may include structure or grading permits.
- d. Administrative Decision. The City Planner or their designee will consider information provided in the application. If the City Planner or their designee is satisfied that the use of the camper, recreational vehicle or travel trailer meets all applicable criterion they may grant the application stating clearly in the notice of decision the specific duration of the permit.
- e. Notice of Decision. A notice of decision shall be provided pursuant to section 9-01-30.E.3 of this Ordinance.
- f. Revocation. The permit issued may be revoked on twenty- four (24) hours' notice if the building official or Code Enforcement officer determines that it is a danger to public health and safety, or is a public nuisance because of its condition, location or use.
- g. Notification. Notification shall be provided pursuant to section 9-01.10-30.C of this Ordinance except that section 9-01.10-30.C.3.g shall not apply.
- h. Number of permits. No more than one Temporary Use Permit per year shall be granted per property.
- i. Appeal. An appeal to a staff level administrative decision can be filed with the City Planner to appeal the administrative decision to the Planning Commission pursuant to the appeal rules in Section 9-01.10-30.g of this Ordinance, except that the Planning Commission shall be the final decision.

9-08.03 Restrictions for Parking a Recreational Vehicle, Utility Trailer, Camper, Travel Trailer or Boat on a Public Street or Alley

No person shall store any recreational vehicle, travel trailer, utility trailer, boat, or camper upon any public street or highway.

- a. Exemptions. This section shall not apply to any person who is engaged in frequenting a business, making emergency repairs, or loading or unloading a recreational vehicle, utility trailer, camper, travel trailer or boat. Further, this section shall not apply to any commercial vehicle making routine pickups or deliveries of goods, wares, or merchandise from a public street, or delivering materials to be used in the repair, alteration, remodeling, or construction of any

building or structure within the city.

b. Restrictions.

1. Recreational vehicle, utility trailer, camper, travel trailer or boat parking on a street or alley is prohibited for the principal purpose of displaying the vehicle for sale; repairing or servicing the vehicle, except repairs necessitated by an emergency; displaying advertisement from the vehicle; or selling merchandise from the vehicle, except when authorized in conjunction with a business license.
2. Parking a recreational vehicle, utility trailer, camper, travel trailer or boat on any city street, right of way or U.S. Highway 47 is prohibited.
3. A wrecked, inoperable or unlicensed recreational vehicle, utility trailer, camper, travel trailer or boat is prohibited on a city street at any time.
4. Recreational vehicles, utility trailer, camper, travel trailer or boat shall not block any private driveway, or any public driveway including the property owners driveway, as it is a safety hazard.

9-08.03-30 Violation

Violation of this chapter or any part thereof shall be punishable by a fine of not more than five hundred dollars (\$500) per day of violation as well as a \$25 administrative fee. For each day there is a violation under this chapter, it shall be considered a separate offense.