



CITY COUNCIL

Business Meeting Agenda

Tuesday July 18, 2023, 6:00 PM
City Hall, 420 Sixth Ave

1. Call to Order/ Roll Call/Pledge of Allegiance

2. Agenda Adjustments

Adjustments to the agenda are limited to a change in the order of business to accommodate visitors making presentations or citizens who are attending for the purpose of a single agenda item. Adjustments in the form of additions to the agenda are discouraged because the general public has had no prior notice of their consideration, and therefore interested persons will not have an opportunity to participate. Adjustments in the form of deletions from the agenda may be accomplished here so long as there is disclosure of the reason for the deletion and an indication as to when or if the item will be placed on a future agenda.

3. Announcements, Correspondence, Awards and Proclamations

4. Public Input — Limited to 5 minutes or less per speaker per Mayor's discretion

5. Public Hearing – None

6. Consent Agenda

1. Approval of Meeting Minutes
 - a) June 5, 2023
 - b) June 13, 2023
 - c) June 27, 2023

7. Action Items

- A) Appointment of Interim City Manager
- B) Contract Approval for Interim City Manager
- C) Encroachment Permit – 28 Dardanelles

8. Reports from Councilors

9. City Manager Report

1. OSFM Fuels Reduction Grant Update
2. Beach Park Maintenance Update
3. Projects Status Report for City Manager Transition

10. Adjournment

Note: This agenda and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are available at the Gold Hill City Hall in advance of each meeting 420 6th Avenue (P.O. Box 308), Gold Hill, OR 97525. Information can also be viewed at www.cityofgoldhill.com



City of Gold Hill City Council

Meeting Minutes

June 2, 2030

1. Call to Order (includes roll call of attendees) /Pledge of Allegiance

6:00pm

Present: Councilors : Biedscheid, Martin, Newstead, Stancliff,

Absent: Wilson, Rigney

2. Agenda Adjustments

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Action item #7 C

3. Announcements, Correspondence, Awards and Proclamations- None

Last night budget committee approved the new budget,

4. Public Input

Lori Hettman- reporting on Gold Dust Day-A great thank you to all the volunteers, 82 booth spaces, 7 non- profit, 7 booths cancelled 74 booth 65 vendors, Parade was the hi-light, Car show overwhelming success, Event pays for itself

5. Public Hearing

A) Ordinance Amending Southern Oregon Sanitation Franchise Agreement for rate adjustments to be approved by resolution.

****New contend in red- deletions are in black strike out**

Motion by: Councilor **Biedscheid** 23-02 modifying 23-R-C

Seconded by: Councilor Stancliff

Ayes (4) Councilors Biedscheid, Martin, Newstead, Stancliff,

Nays (0)

Motion Carries Unanimously

6. Consent Agenda

To be approved with single motion in the affirmative; Council Member(s) may elect to pull any and all items which will then be automatically added as the next item under section "7) Action Items"

- A) Council Meeting Minutes a. ~~May 2, 2023~~ b. May 16, 2023 (2) Business meeting study session
May 23, 202

Motion by: Councilor to approve Consent agenda

Seconded by: Councilor ++

Ayes (4) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Wilson

Nays (0)

Motion Carries Unanimously

7. Action Items

7.1) Resolution Adopting an updated Employee Policies Handbook
	<p>2007 was the last update of the employee handbook. RVCOG HR staff provided technical support and review. New content included: Harassment Pregnancy Meal + Break Periods FLMA Clarification of health benefits + Pers benefits PTO- Oregon law unpaid sick time offer Mobile devices, social media,</p> <p>Stancliff commented it was well needed Newstead- change the fact that wages of the region for competitiveness</p> <p>Motion by: Councilor Stancliff 23r-9 Seconded by: Councilor Newstead</p> <p>Roll Call Vote</p> <p>Ayes (4) Councilors Biedscheid, Martin, Newstead, Stancliff, Nays (0) Motion Carries Unanimously</p>
7.2	Resolution Affirming City (Employer) PERS Payments on behalf of employees

	<p>Motion by: Councilor Stancliff Seconded by: Councilor Newstead</p> <p>Ayes (4) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Wilson Nays (0)</p> <p>Motion Carries Unanimously</p>
7.3	Resolution adjusting Southern Oregon Sanitation Rate Schedule B
	<p>Motion by: Councilor Seconded by: Councilor</p> <p>Ayes (4) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Wilson Nays (0)</p> <p>Motion Carries Unanimously</p>
7.4	Resolution extending existing Avista Utilities franchise agreement for a ten-year term
	<p>No changes to the resolution same terms and conditions moves the expiration date to dec 2030</p> <p>23-r-7</p> <p>Motion by: Councilor Biedscheid 237-7 Seconded by: Councilor Newstead</p> <p>Ayes (4) Councilors Biedscheid, Martin, Newstead, Stancliff, Nays (0)</p> <p>Motion Carries Unanimously</p>

8. Reports from Councilors- None

9. City Manager Report

- A) City Hall/OSP Lease - Status Update- executed the lease - lease begins July 1 All lighting in city hall will be updated to LED using the Middle Rogue MPO grant funds previously approved by Council for lighting retrofit.
- B) City Manager Recruitment – Status Update- initial screening of application due 6-5, one assessment was made today, 3 additional assessments tomorrow, Existing contract expires June 30,

What is the time frame of the transition

Hanks will make sure a proper transition and will not leave on June 30th.

C) RVSS Annexation – Status Update- The publication was published, next step is SEL 802 is the next step

See Attached

Also include summary of any questions from Council or additional direction given to City Manager from Council

10. Adjourn: 6:42

Attested by:

Dee Larez, City Recorder



City of Gold Hill City Council

Meeting Minutes

June 13, 2023

1. Call to Order (includes roll call of attendees) /Pledge of Allegiance

6:00pm

Present: Councilors : Biedscheid, Martin, Newstead, Rigney, Stancliff, Wilson

Absent: none

2. Agenda Adjustments- None

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3. Announcements, Correspondence, Awards and Proclamation- Adam Hanks -Metal building has been placed, Thanks to Tony Wilson

4. Public Input-

5. Public Hearing-

A)Resolution 23-R-10 Certifying eligibility to receive State shared revenues

B) Resolution 23-R-11 Declaring City's election to receive State shared revenues

C) Resolution 23-R-12 Adopting the FY23-24 Budget, creating appropriations, setting, imposing and categorizing the tax

6. Consent Agenda

7. Action Items

7.1	Resolution 23-R-10 Certifying eligibility to receive State shared revenues

	<p>Hanks stated this resolution provides proof/verification that the City meets the eligibility criteria to receive the funds</p> <p>Motion by: Councilor - Biedscheid Seconded by: Councilor Rigney</p> <p>Roll Call Vote</p> <p>Ayes (X) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Wilson Nays () Motion Carries Unanimously</p>
7.2	Resolution 23-R-11 Declaring City's election to receive State shared revenues
	<p>Hanks stated this resolution verifies the City's desire to receive the revenues.</p> <p>Motion by: Councilor Stancliff Seconded by: Councilor Wilson</p> <p>Ayes (X) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Wilson Nays () Motion Carries Unanimously</p>
7.3	Resolution 23-R-12 Adopting the FY23-24 Budget, creating appropriations, setting, imposing and categorizing the tax
	<p>Hanks noted this was the primary document that completes the budget process by Council setting the legal appropriation levels as well as formally imposing taxes and this is used to submit to both Jackson County and the State of Oregon to meet legal requirements for Oregon Budget Law</p> <p>Motion by: Councilor Rigney Seconded by: Councilor Stancliff</p> <p>Ayes (X) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Wilson Nays () Motion Carries Unanimously</p>

**8. Reports from Councilors- Biedscheid Small City & Regions meeting-
Aging Infrastructure
Possible town hall meeting with *****

MRMPO-not a lot going on 3rd Thursday of the month-if someone can step in for councilor Biedscheid – Mayor Palmer will attend the meeting in councilor Biedscheid absence

Councilor Martin inquired about the possibility of Selling of surplus properties to pay for the pipeline. Hanks noted that surplus property is a good topic for future Council discussion, but has many policy implications and proceeds may be better used for other City purposes if Council does indeed determine that the properties no longer serve the public interest.

9. City Manager Report

A) City Manager Recruitment – Status Update - 2 viable candidates

? does the council want to do another round of interviews or move forward with current candidates
Direction- to move forward to executive session was agreed upon by council

B) FY 2020-21 completed submitted and accepted and FY 2021-22 Audits –finishing by June 30th the new 22-23 is in the process of gathering information to stay on track

C) Powerhouse Design Alternatives Project - Grant Status Update- A lot of behind the scenes works and has been working at a slow pace.

Martin- Can it be turned into an RV park?

Hanks response– Extremely unlikely that it would meet either legal or practical requirements to be used as an RV park. It is much more likely that the space turns it into a public use space, with added educational components and environmental/ecological benefits as well.

Martin- Could an RV Park be developed between dog park N tennis courts? It may be possible, but the Council and community would need to deliberate and determine that an RV park and its potential revenue is a higher priority than the use of the park for general community use and benefit. It would be a good conversation for a goalsetting or strategic planning session.

10. Good of the Order

11. Adjourn: 6:37

Attested by: _____

Dee Larez, City Recorder

Date approved :_____



City of Gold Hill City Council

Meeting Minutes

June 27, 2023

1. Call to Order (includes roll call of attendees) /Pledge of Allegiance

5:31pm

Present: Councilors : Biedscheid (Via Zoom), Martin, Newstead, Rigney, Stancliff, Wilson

Absent: Wilson

2. Agenda Adjustments

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Council Communication – intent to hire left out of packet accidentally

Thank you for fitting in additional meeting

3. Announcements, Correspondence, Awards and Proclamations- None

4. Public Input- None

5. Public Hearing

Second Reading of Ordinance 23-02 Amending Ordinance No 565 a franchise agreement between the City of Gold Hill and Southern Oregon Sanitation

Read by Mayor Palmer

I move to approve second reading of Ordinance 23-2 modifying the Solid Waste and Recycling franchise agreement with Southern Oregon Sanitation

Motion- by councilor - Newstead

Second by councilor Rigney

Votes Ayes 5

Nays 0

Motion carries 5/0

6. Consent Agenda- None

To be approved with single motion in the affirmative; Council Member(s) may elect to pull any and all items which will then be automatically added as the next item under section "7) Action Items"

7. Action Items

7.1	Contract award to CPI Acquisitions, LLC for the Gold Hill Small City Allotment Program Street Improvements Project
	<p>I move to award the ODOT Small Cities Allocation street paving project to CPI Acquisitions LLC and authorize the City Manager to execute the contract.</p> <p>Motion by: Councilor Rigney Seconded by: Councilor Stancliff</p> <p>Roll Call Vote</p> <p>Ayes (5) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff Nays () Motion Carries Unanimously</p>
7.2	Resolution 23-R-13 – Fireworks Ban
	<p>I move to approve Resolution 23-R-13 banning the use of fireworks within the City limits of Gold Hill.</p> <p>Councilor Rigney stated he normally discourages the ban of anything, however inquired if in the event a fire was to happen who is liable. Hanks noted the City would likely not be more or less liable with or without the passage of this resolution but it does communicate a message to the community.</p> <p>Newstead agrees with Rigney. Martin- state will tickets be issued for illegal fireworks Stancliff- to save the hills and is in favor</p> <p>Mayor – those who do illegal fireworks will continue to do them regardless, Keeps our goal is to keep people safe</p> <p>Hanks noted this resolution is not just for 4th of July, but for the entire fire season</p> <p>Biedscheid- Many citizens have approach councilor inquiring if a ban would be put in place for noise ordinance, fire etc.</p> <p>Motion by: Councilor Stancliff Seconded by: Councilor Biedscheid</p> <p>Ayes (2) Councilors Biedscheid y, Martin, no Newstead, no Rigney n, Stancliff,y Nays (3) 2/3</p> <p>Motion Fails</p>

7.3	Authorization to issue an Intent to Hire Letter for the position of City Manager
	<p>I move authorize the issuance to an intent to hire for the position of City Manager</p> <p>Motion by: Councilor Rigney Seconded by: Councilor new</p> <p>Ayes (5) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Nays ()</p> <p>Motion Carries Unanimously</p>
7.4	Extension of Interim City Manager contract
	<p>I move approval of the employment agreement amendment between the City of Gold Hill and Adam Hanks extending the expiration date to July 21, 2023</p> <p>Motion by: Councilor Stancliff Seconded by: Councilor Rigney</p> <p>Ayes (5) Councilors Biedscheid, Martin, Newstead, Rigney, Stancliff, Nays (0) Motion Carries Unanimously</p>

**8. Reports from Councilors- Rigney attending RVCOGG meeting tomorrow
it there is anything questions councilors want to Councilor Bill to
inquire please advise Councilor Rigney.**

**Mayor Palmer has requested that a member of Can do can attend the
RVCOGG meeting representing the city of Gold Hill.**

9. City Manager Report

See Attached

Also include summary of any questions from Council or additional direction given to City Manager from Council

10. Good of the Order

11. Adjourn: 6:03 pm

Attested by: _____

Dee Larez, City Recorder

Date approved : _____



Council Communication

Agenda Item	Appointment of Interim City Manager		
From	Adam Hanks	Interim City Manager	
Contact	Adam.hanks@cityofgoldhill.com	Date	July 17, 2023

SUMMARY

With an objective of ensuring operational and administrative continuity, Council has the opportunity to appoint an Interim City Manager with executive management experience in local government within the Southern Oregon region for a period of 4-6 months who is also able to immediately begin work upon the departure of the current Interim City Manager on July 21, 2023.

PREVIOUS COUNCIL ACTION

April 4, 2023 – Council approval of recruitment process and appointment of recruitment sub-committee

May 16, 2023 – Council approval job posting schedule/timeline

June 20, 2023 – Council direction to schedule executive session and special business meeting for final review and selection of preferred candidate.

June 27, 2023 – Council authorization to issue an intent to hire letter to a preferred candidate

BACKGROUND AND ADDITIONAL INFORMATION

With the departure of the current Interim City Manager pending, Council authorized staff to conduct a recruitment process to solicit and secure viable candidates to fill the City Manager position on a permanent basis. The Mayor appointed Recruitment sub-committee, with support from the Interim City Manager, conducted interviews with two of the five initial applicants for the position in addition to individual interviews conducted by the Interim City Manager.

At its June 20, 2023 meeting, Council provided direction to bring the recommendation of the sub-committee to Council, first in executive session then to the subsequent business meeting to provide final direction and authorization for the Interim City Manager to issue an intent to hire offer letter to one of the candidates. With agreement from the selected applicant, this begins the formal background check process (references and criminal) as well as initiates contract negotiations.

Council authorized for the issuance of a intent to hire letter to the selected candidate at its June 27, 2023 meeting, but staff was not able to execute the agreement with the preferred candidate to move forward to the background check process and has instead continued to utilize the recruitment sub-committee to identify additional options for the sub-committee to discuss and make recommendations to the full Council's deliberation and decision. The sub-committee, in consultation with the Interim City Manager, felt that seamless continuity between the interim City

Manager's is critical to the effective operations and administration of the City. The sub-committee recommends the appointment with the understanding that the new Interim City Manager will continue working with the recruitment sub-committee to identify viable candidates and develop the next steps in the process for the sub-committee and the Council to evaluate and select a permanent City Manager in the coming months.

FISCAL IMPACTS

Should Council agree with the recommendation and make the appointment, the new Interim City Manager has agreed to the same terms and conditions that are currently in place with the outgoing Interim City Manager's contract agreement. The contract is presented for Council review and approval in a separate agenda item.

STAFF RECOMMENDATION

Staff recommends Council appoint the Interim City Manager identified and recommended to Council by both the recruitment sub-committee and the current Interim City Manager.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

- 1) I move to appoint _____ as the City of Gold Hill's next Interim City Manager with a start date of July 24, 2023 with a term of four to six month subject to the appointment of a permanent City Manager.

REFERENCES & ATTACHMENTS

1. New Interim City Manager resume (to be handed out at meeting)



Council Communication

Agenda Item	Encroachment Permit – Dardanelles St Right-of-Way (Unimproved South end)		
From	Adam Hanks	Interim City Manager	
Contact	Adam.hanks@cityofgoldhill.com	Date	July 18, 2023

SUMMARY

An abutting property owner to the unimproved right of way at the southern end of Dardanelles Street has requested the City consider the granting of an encroachment permit to install a gate/fence and to continue to maintain and utilize the area as has historically been done by both prior and current owners of the abutting property. The Applicant has provided maps and diagrams of the site and proposed gate/fence location as well as a narrative of the request.

PREVIOUS COUNCIL ACTION

April 4, 2023 – Council requested comment from the Planning Commission and the Parks Advisory Committee and directed the City Manager to place the item on a future Council agenda after both advisory bodies reviewed and developed comment/recommendation on the request.

BACKGROUND AND ADDITIONAL INFORMATION

Gold Hill, as with most municipalities, has a number of unimproved rights of way throughout the City that are often informally utilized by abutting property owners as auxiliary access points to their property or have made landscaping improvements/maintenance for improved visuals or extended utilization of the property from their own landscaped areas.

A somewhat unique aspect of a number of Gold Hill unimproved rights of ways is due to many of the north/south streets dead ending at the banks of the Rogue River. This provides a number of opportunities for enhanced public access to the river, but also concurrently requires capital improvements to make the access points legal and safe for public use as well as ongoing costs to maintain the improvements over time (landscaping, signage, garbage, etc)

Encroachment permits are one of a number of tools available to Council to allow for specific permitted uses of public land. Easements are another typical tool and are often used for the installation of utility infrastructure across public land or for access through public land to private property. Each of these tools can have specific conditions or limitations placed on their approval, including termination conditions or dates.

A right of way vacation is a legal process by which the City formally and permanently releases ownership and control of a right of way. The right of way is declared to not be necessary for the public good and is sold/transferred

out of public ownership and becomes either its own parcel (if large enough) or is offered to abutting property owners through a lot line adjustment that results in absorbing the land into the parcel of the abutting property owner.

Planning Commission Recommendation

The Planning Commission reviewed the permit application and deliberated the matter at its June 21, 2023 meeting and had the following recommendation:

Ultimately, all five members of the planning commission found, based on the applicant's request, that they cannot recommend approval of the applicant's encroachment request. The planning commission found the combined legal issues of not being able to provide equivalent access to the neighboring property owner, the potential for the site to serve as a pocket park, and restricting overall public access to the river outweighed the applicant's necessity for the encroachment permit.

However, should the council view otherwise, the Planning Commission would recommend the following measures to minimize the effects of the encroachment into the public right of way.

- 1. An alternative fence design should be considered that does not "cap" public access to the street. A fenced area measuring roughly 15' by 80' located directly adjacent to the applicant's eastern property line could be used to preserve minimum access.*
- 2. The eastern plane of the fence, parallel to the front yard of the home, should be limited to a 4' height maximum in order to preserve security through eyes on the street and result in an inviting neighborhood character.*
- 3. Before granting the encroachment permit, the applicant shall remove all (non-vehicular) personal property from the public right of way, either locating them within the fenced area or the owners parcel.*
- 4. The encroachment permit shall be revocable and non-transferable.*

Parks Advisory Committee Recommendation

The PAC is scheduled to review this item at its July 17, 2023 meeting. Recommendations from that meeting will be provided to Council at the Council meeting.

Additional Information

Subsequent to the initial Council review and request for advisory body comment, the property owner on the opposite (east) side (43 Dardanelles) of the unimproved Dardanelles right of way submitted plans for the demolition and new construction of a single family residence. Historic access to the existing residence comes from the Riverside Avenue property frontage. However, the site plan of the new dwelling indicates garage and driveway access coming from the Dardanelles frontage, which may impact the configuration and utilization of the unimproved right of way being requested for encroachment approval.

FISCAL IMPACTS

The encroachment permit itself has little to no direct financial impact to the City. Vacating the right of way could result in proceeds of the sale of the property, but the value of this property would need further review before a solid estimate could be provided to Council.

STAFF RECOMMENDATION

Staff recommends Council balance the legal rights of each of the property owners that currently do or could take access from Dardanelles with the request and justification of need and benefit of the permit applicant. Staff also

suggests Council consider the limited practicality of general public access and utilization of the river access given the slopes, drop-off and vegetation.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

- 1) I move to approve the encroachment permit subject to the following conditions _____
- 2) I move to approve the encroachment permit as presented
- 3) I move to deny the encroachment permit
- 4) I move to deny the encroachment permit and direct staff to _____

REFERENCES & ATTACHMENTS

Encroachment Permit application and Staff report from April 4, 2023 Council meeting packet



Council Communication

Agenda Item	Encroachment Permit – Dardanelles St Right-of-Way (Unimproved South end)		
From	Adam Hanks	Interim City Manager	
Contact	Adam.hanks@cityofgoldhill.com	Date	April 4, 2023

SUMMARY

An abutting property owner to the unimproved right of way at the southern end of Dardanelles Street has requested the City consider the granting of an encroachment permit to install a gate/fence and to continue to maintain and utilize the area as has historically been done by both prior and current owners of the abutting property. The Applicant has provided maps and diagrams of the site and proposed gate/fence location as well as a narrative of the request.

PREVIOUS COUNCIL ACTION

N/A

BACKGROUND AND ADDITIONAL INFORMATION

Gold Hill, as with most municipalities, has a number of unimproved rights of way throughout the City that are often informally utilized by abutting property owners as auxiliary access points to their property or have made landscaping improvements/maintenance for improved visuals or extended utilization of the property from their own landscaped areas.

A somewhat unique aspect of a number of Gold Hill unimproved rights of ways is due to many of the north/south streets dead ending at the banks of the Rogue River. This provides a number of opportunities for enhanced public access to the river, but also concurrently requires capital improvements to make the access points legal and safe for public use as well as ongoing costs to maintain the improvements over time (landscaping, signage, garbage, etc)

Encroachment permits are one of a number of tools available to Council to allow for specific permitted uses of public land. Easements are another typical tool and are often used for the installation of utility infrastructure across public land or for access through public land to private property. Each of these tools can have specific conditions or limitations placed on their approval, including termination conditions or dates.

A right of way vacation is a legal process by which the City formally and permanently releases ownership and control of a right of way. The right of way is declared to not be necessary for the public good and is sold/transferred out of public ownership and becomes either its own parcel (if large enough) or is offered to abutting property owners through a lot line adjustment that results in absorbing the land into the parcel of the abutting property owner.

FISCAL IMPACTS

The encroachment permit itself has little to no direct financial impact to the City. Vacating the right of way could result in proceeds of the sale of the property, but the value of this property would need further review before a solid estimate could be provided to Council.

STAFF RECOMMENDATION

The current utilization of this section of unimproved right of way should be acknowledged and be formally recognized in some way or the utilization should be altered and not be used as de facto private land. With that in mind, Staff recommends the approval of the encroachment permit with conditions similar to those proposed by the applicant as well as the inclusion of a clause that would allow the City to terminate the encroachment permit should Council decide to make formal public improvements to the right of way area at some point in the future (sidewalks/paths, river and wildlife viewing/observation decks, etc)

ACTIONS, OPTIONS & POTENTIAL MOTIONS

1) I move to approve the encroachment permit application and direct the City Manager to incorporate conditions consistent with those proposed by the applicant as well as a termination clause to ensure the ability for future formal improvements to this right of way area.

REFERENCES & ATTACHMENTS

1. Encroachment Permit Application (form, description, maps)



City of Gold Hill

P.O. Box 308 Gold Hill, OR 97525

Phone: (541) 855-1525 | Fax: (541) 855-4501

Website: www.cityofgoldhill.com

Gold Hill Encroachment Permit Application Form

Encroachment Permit Application

Date Paid: 2/27/23

Fee: \$50.00

Site Address: 28 Dardanelles St. Gold Hill, OR 97525, Gold Hill, OR 97525

Attach a site plan, drawn to scale, showing:

- ☐ Street
- ☐ Property Lines
- ☐ Buildings on Property
- ☐ Any existing Driveway
- ☐ Any Existing Encroachment and Proposed Encroachment including location and materials

James Newstead

Owner: _____
POB 785

Mailing Address: _____
Gold Hill, OR 97525

541-727-1417
Phone(s): _____

Description of encroachment in the City Right-of-Way:

Request to install a gate and fence at the dead end of Dardanelles St.

Please see attachments and thank you for your consideration.

Include additional sheet if necessary.

Conditions of any future encroachment in the City Right-of-way:

No further encroachment may occur outside the area of existing encroachment without an Encroachment Permit issued by the City.



City of Gold Hill

P.O. Box 308 Gold Hill, OR 97525

Phone: (541) 855-1525 | Fax: (541) 855-4501

Website: www.cityofgoldhill.com

Conditions of Encroachment Permit.

1. The Property Owner shall not place, or cause to be placed, any structures and/or plant material in the right-of-way where it will become a traffic hazard. Vehicle operators must be able to see oncoming traffic clearly from all directions.
2. The Property Owner shall obtain the appropriate Land Use approval from the City for any future improvements subject to City Codes.
3. The Property Owner is responsible for paying all required inspection costs associated with City Engineer or other contracted review officials.

Property Owner's or Representative's Signature: _____

Received By _____ Approved by _____ Date _____ Property _____

Description of Proposed Encroachment in the City Right of Way

I am respectfully requesting an encroachment permit for the end of Dardanelles St., south of the Riverside and Dardanelles intersection, where unimproved Dardanelles is 46' wide, necking down to 13' wide as you enter my home of 28 Dardanelles. This 13' section is where the encroachment permit area would begin.

The proposed area is approximately 67' wide by 80' long and is currently not being used as a city street or serve any other city purpose at this time. The intended area clearly meets all of the conditions of the encroachment permit.

At the time of purchase, the previous owners had landscaped this unimproved section of city property with flower beds and planted grass, adding irrigation sprinklers which stem from the home. I have continued to landscape the property, water the grass, create defensible fire space(working with the YCC for fire fuel reduction), pay out of pocket for the removal of dead trees, and on occasion, removed the unhoused from setting up camp.

I respectfully ask for permission to install a gate at the 13' wide section with an attached fence(see diagram), install a fence along the steep hillside for safety reasons, and continue my landscaping care and upkeep of this entire section.

Once gate is installed, I will give the necessary entities the gate code for access, including but not limited to city, fire, sewer, water, power, and any others the city deems pertinent.

If the request is approved, I would also like to be considered as, first right of refusal, if the city would ever sell this section of unimproved city property. Please see map attached for more information.

Thank you for your consideration,

James Newstead
28 Dardanelles St.
Gold Hill, OR 97525
541-727-1417

Mailing Address:
POB 785
Gold Hill, OR 97525

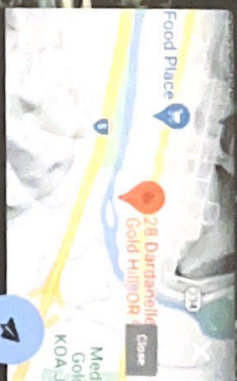




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Google 100% Imagery date: 10/26/20 - newer



28 Dardanelles St

Building

More info

Add to project

90 m Camera: 864 m 42°25'51"N 123°02'56"W 331 m

