

February 3, 2022  
7:00 pm City Council Meeting  
**Remote Participation Session**  
City Hall Conference Room  
48318 E 1<sup>st</sup> Street  
Oakridge OR, 97463



## REGULAR SESSION

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1. **CALL MEETING TO ORDER**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Additions, Corrections or Adjustments to the Agenda**
5. **Public Comment– 30 Minutes**

*Individual speakers must be recognized by the presiding officer, provide their name and address, and will be allowed up to 3 minutes or less with Council approval. The Council will not engage in any discussion or make any decisions based public comment at this time. The Council may take comments under advisement for discussion and action at a future Council meeting. The Mayor may direct the City Administrator to follow up on comments received.*
6. **Mayor Comments / Announcements / Proclamation**
7. **Council Comments / Announcements**
8. **Consent Agenda**
9. **Business from the City Council**
10. **Business from the City Administration**
  - 10.1 CA Update
11. **Reports of Boards, Commissions and Committees**
  - 11.1 Charter Review Subcommittee
  - 11.2 RTMP Committee
    - 11.2.1 2022 RTMP Program
12. **Items Removed from the Consent Agenda**
13. **Public Hearings**
  - 13.1 Update to Oakridge’s Floodplain Development Code
    - 13.1.1 Conflicts of Interest / Ex Parte Contacts
    - 13.1.2 Open Public Meeting
    - 13.1.3 Staff Report
    - 13.1.4 Statements in Favor
    - 13.1.5 Statements in Opposition
    - 13.1.6 Statements in General
    - 13.1.7 Close Public Hearing
14. **Ordinances, Resolutions**
  - 14.1 Ordinance 939 – Update to Oakridge’s Floodplain Code \*
15. **Appointments**
  - 15.1 Library Board
16. **Public Comment**
17. **Adjourn**

\*This draft ordinance is available for review at Oakridge City Hall.

**Accommodation for Physical Impairments:** In order to accommodate persons with physical impairments, please notify the City of any special physical or language accommodations you may require as far in advance of the meeting as possible. To make arrangements, Contact City Hall at 541-782-2258. For the hearing impaired, the City’s TTD Number is 541-782-4232.

**Topic: City Council Executive/Regular/Work Session**  
**Time: Feb 3, 2022 07:00 PM Pacific Time (US and Canada)**

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**Business of the City Council**

City of Oakridge, Oregon

*February 03, 2022*

**Agenda Title: 2022 Rural Tourism Marketing Program (RTMP)**

**Agenda Item No: 11.2.1**

**Exhibits: (1) 2022 Oakridge RTMP Program**

**Proposed Council Action: A motion from the floor to approve.**

**City Administrator: Bryan Cutchen**

**ISSUE:**

The RTMP Committee is presenting an update to the RTMP program which establishes the criteria and method for utilization of the RTMP funds received through Lane County. This update would be used to manage the CY 2022 funds.

**FISCAL IMPACT: TBD.**

- OPTIONS:** (1) Approve the proposed program update.  
(2) Reject the program update.  
(3) Direct the committee to further revise the program.

**STAFF RECOMMENDATION: Option (1)**

**RECOMMENDED MOTION: I move that we approve the Oakridge Calendar Year 2022 Rural Tourism Marketing Program.**

## Business of the City Council

City of Oakridge, Oregon

*February 03, 2022*

**Agenda Title: Update to Oakridge's  
Floodplain Development Code**

**Agenda Item No: 13.1 & 14.1**

**Exhibits: See below**

**Proposed Council Action: A motion from  
the floor to adopt.**

**City Administrator: Bryan Cutchen**

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### ISSUE:

**This agenda item summary is intended to orient City Councilors to the materials prepared by staff for the floodplain text amendments to the Oakridge Development Code and provide some context for the amendments.**

On January 18, 2022, the Oakridge Planning Commission held a public hearing on the proposed amendments that was free and open to the public. After closing the hearing, Planning Commission passed a motion to recommend adoption of the amendments to City Council for final action.

Following City Council adoption of the amendments, staff will update the status of the amendments with DCLD as being adopted.

The City of Oakridge participates in the National Flood Insurance Program (NFIP). As such, the Federal Emergency Management Agency (FEMA) and the Department of Land Conservation and Development (DLCD) routinely require participating cities to review their floodplain development ordinance to ensure that the newest regulations and guidelines are being followed. These proposed text amendments to the Oakridge Development Code are specific to the Section 15.01. The proposed amendments are intended to replace the existing language of 15.01 with the Oregon State Model Flood Hazard Ordinance; no other sections of the development code are being amended. The proposed text amendments are based on the most recent State of Oregon's Model Flood Hazard Ordinance, which FEMA directs DLCD to implement at the local level.

For City Council's review, staff have included the following Exhibits:

**Exhibit A:** Proposed amendments to Section 15.01

**Exhibit B:** Proposed findings in support of adoption of Ordinance # 939.

**Exhibit C:** Notice materials.

**Exhibit D:** Ordinance # 939 amending Section 15.01 repealing the existing text of Section 15.01 and replacing it with the Oregon State Model Flood Hazard Ordinance.

**FISCAL IMPACT:** None.

**OPTIONS:** (1) Enact Ordinance 939 in a meeting by a unanimous vote of all councilors present, provided the ordinance is first read in full and then by title.  
(2) Take the first reading of Ordinance 939 in full or by title if no councilor requests it be read in full.  
(3) Postpone or table the issue.

**STAFF RECOMMENDATION:** Option (1)

**RECOMMENDED MOTION:** (To be made after the public hearing) I move that we (read option 1 or 2 above).

**Exhibit D:** Ordinance # 939 amending Section 15.01 repealing the existing text of Section 15.01 and replacing it with the Oregon State Model Flood Hazard Ordinance.

**FISCAL IMPACT:** None.

**OPTIONS:** (1) Enact Ordinance 939 in a meeting by a unanimous vote of all councilors present, provided the ordinance is first read in full and then by title.  
(2) Take the first reading of Ordinance 939 in full or by title if no councilor requests it be read in full.  
(3) Postpone or table the issue.

**STAFF RECOMMENDATION:** Option (1)

**RECOMMENDED MOTION:** (To be made after the public hearing) I move that we (read option 1 or 2 above).

City of Oakridge, Oregon  
Flood Hazard Management Ordinance

**Current Version Effective:** January 2022

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## Flood Ordinance Regulatory Crosswalk

Section	Code of Federal Regulations (CFR) and Technical Bulletin Citation(s)	State of Oregon Citation(s) (Goal 7, Specialty Codes*, ORS)
1.1 Statutory Authorization	59.22(a)(2)	Goal 7; ORS 197.175
1.2 Findings of Fact	59.22(a)(1)	Goal 7
1.3 Statement of Purpose	59.2; 59.22(a)(1) and (8); 60.22	Goal 7
1.4 Methods of Reducing Flood Losses	60.22	Goal 7
2.0 Definitions	59.1	Goal 7
3.1 Lands to Which this Ordinance Applies	59.22(a)	Goal 7
3.2 Basis for Establishing the Special Flood Hazard Areas	59.22(a)(6); 60.2(h)	Goal 7
3.3 Coordination with Specialty Codes Adopted by the State of Oregon Building Codes Division		ORS 455
3.4.1 Compliance	60.1(b) – (d)	Goal 7
3.4.2 Penalties for Noncompliance	60.1(b) – (d)	Goal 7
3.5.1 Abrogation	60.1(b) – (d)	Goal 7
3.5.2 Severability		
3.6 Interpretation	60.1(b) – (d)	Goal 7
3.7.1 Warning		
3.7.2 Disclaimer of Liability		
4.1 Designation of the Floodplain Administrator	59.22(b)(1)	Goal 7
4.2.1 Permit Review	60.3(a)(1) – (3); 60.3(c)(10)	Goal 7
4.2.2 Information to be Obtained and Maintained	59.22(a)(9)(iii); 60.3(b)(5)(i) and (iii); 60.3(c)(4); 60.3(b)(3); 60.6(a)(6)	Goal 7; 105.9; 110.33; R106.1.4; R109.1.3; R109.1.6.1; R322.1.10; R322.3.6
4.2.3.1 Community Boundary Alterations	59.22(a)(9)(v)	Goal 7
4.2.3.2 Watercourse Alterations	60.3(b)(6) – (7), 65.6(12 - 13)	Goal 7
4.2.3.3 Requirement to Submit New Technical Data	65.3, 65.6, 65.7, 65.12	Goal 7

4.2.4 Substantial Improvement and Substantial Damage Assessments and Determinations	59.1;60.3(a)(3); 60.3(b)(2); 60.3(b)(5)(i); 60.3(c)(1),(2),(3),(5) – (8),(10), (12); 60.3(d)(3); 60.3(e)(4),(5),(8)	Goal 7
4.3.1 Floodplain Development Permit Required	60.3(a)(1)	Goal 7
4.3.2 Application for Development Permit	60.3(a)(1); 60.3(b)(3); 60.3(c)(4)	Goal 7; R106.1.4; R322.3.6
4.4 Variance Procedure	60.6(a)	Goal 7
4.4.1 Conditions for Variances	60.6(a)	Goal 7
4.4.2 Variance Notification	60.6(a)(5)	Goal 7
5.1.1 Alteration of Watercourses	60.3(b)(6) and (7)	Goal 7
5.1.2 Anchoring	60.3(a)(3); 60.3(b)(1),(2), and (8)	Goal 7; R322.1.2
5.1.3 Construction Materials and Methods	60.3(a)(3), TB 2; TB 11	Goal 7; R322.1.3; R322.1.3
5.1.4.1 Water Supply, Sanitary Sewer, and On-Site Waste Disposal Systems	60.3(a)(5) and (6)	Goal 7; R322.1.7
5.1.4.2 Electrical, Mechanical, Plumbing, and Other Equipment	60.3(a)(3)	Goal 7; R322.1.6;
5.1.5 Tanks		R322.2.4; R322.3.7
5.1.6 Subdivision Proposals	60.3(a)(4)(i) – (iii); 60.3(b)(3)	Goal 7
5.1.7 Use of Other Base Flood Data	60.3(a)(3); 60.3(b)(4); 60.3(b)(3); TB 10-01	Goal 7; R322.3.2
5.1.8 Structures Located in Multiple or Partial Flood Zones		R322.1
5.2.1 Flood Openings	60.3(c)(5); TB 1; TB 11	Goal 7; R322.2.2; R322.2.2.1
5.2.2 Garages	TB 7-93	R309
5.2.3.1 Before Regulatory Floodway	60.3(c)(10)	Goal 7
5.2.3.2 Residential Construction	60.3(c)(2)	Goal 7
5.2.3.3 Non-residential Construction	60.3(c)(3) – (5); TB 3	Goal 7; R322.2.2; R322.2.2.1
5.2.3.4 Manufactured Dwellings	60.3(b)(8); 60.3(c)(6)(iv); 60.3(c)(12)(ii)	Goal 7; State of OR Manufactured Dwelling Installation Specialty Code (MDISC) and associated statewide Code Interpretation dated 1/1/2011
5.2.3.5 Recreational Vehicles	60.3(c)(14)(i) – (iii)	Goal 7

5.2.3.6 Appurtenant (Accessory) Structures	60.3(c)(5); TB 1; TB 7-93	S105.2; R105.2
5.2.4 Floodways	60.3(d); FEMA Region X Fish Enhancement Memo (Mark Riebau)	Goal 7
5.2.5 Standards for Shallow Flooding Areas	60.3(c)(7),(8),(11), and (14)	Goal 7
5.3 Specific Standards for Coastal High Hazard Flood Zones, and 5.3.1 Development Standards	60.3(e); TB 5; TB 8; TB 9	Goal 7; R322.3.1; R322.3.2; R322.3.3; R322.3.4; R322.3.5
5.3.1.1 Manufactured Dwelling Standards for Coastal High Hazard Zones	60.3(e)(8)(i) – (iii)	Goal 7; RR322.3.2; State of OR Manufactured Dwelling Installation Specialty Code (MDISC) and associated statewide Code Interpretation dated 1/1/2011
5.3.1.2 Recreational Vehicle Standards for Coastal High Hazard Zones	60.3(e)(9)(i)- (iii)	Goal 7
5.3.1.3 Tank Standards for Coastal High Hazard Zones		R322.2.4; R322.3.7

\*[Link to Oregon Specialty Codes](#)

## **1.0 STATUTORY AUTHORITY, FINDINGS OF FACT, PURPOSE, AND METHODS**

### **1.1 STATUTORY AUTHORIZATION**

The State of Oregon has in ORS 197.175 delegated the responsibility to local governmental units to adopt floodplain management regulations designed to promote the public health, safety, and general welfare of its citizenry.

Therefore, the City of Oakridge does ordain as follows:

### **1.2 FINDINGS OF FACT**

- A. The flood hazard areas of the City of Oakridge are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
- B. These flood losses may be caused by the cumulative effect of obstructions in special flood hazard areas which increase flood heights and velocities, and when inadequately anchored, cause damage in other areas. Uses that are inadequately floodproofed, elevated, or otherwise protected from flood damage also contribute to flood loss.

### **1.3 STATEMENT OF PURPOSE**

It is the purpose of this ordinance to promote public health, safety, and general welfare, and to minimize public and private losses due to flooding in flood hazard areas by provisions designed to:

- A. Protect human life and health;
- B. Minimize expenditure of public money for costly flood control projects;
- C. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- D. Minimize prolonged business interruptions;
- E. Minimize damage to public facilities and utilities such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in special flood hazard areas;

- F. Help maintain a stable tax base by providing for the sound use and development of flood hazard areas so as to minimize blight areas caused by flooding;
- G. Notify potential buyers that the property is in a special flood hazard area
- H. Notify those who occupy special flood hazard areas that they assume responsibility for their actions
- I. Participate in and maintain eligibility for flood insurance and disaster relief.

## **1.4 METHODS OF REDUCING FLOOD LOSSES**

In order to accomplish its purposes, this ordinance includes methods and provisions for:

- A. Restricting or prohibiting development which is dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;
- B. Requiring that development vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- C. Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel flood waters;
- D. Controlling filling, grading, dredging, and other development which may increase flood damage;
- E. Preventing or regulating the construction of flood barriers which will unnaturally divert flood waters or may increase flood hazards in other areas.

## **2.0 DEFINITIONS**

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage.

**Appeal:** A request for a review of the interpretation of any provision of this ordinance or a request for a variance.

**Area of shallow flooding:** A designated Zone AO, AH, AR/AO or AR/AH on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an

average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

**Area of special flood hazard:** The land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. It is shown on the Flood Insurance Rate Map (FIRM) as Zone A, AO, AH, A1-30, AE, A99, AR (V, V1-30, VE). "Special flood hazard area" is synonymous in meaning and definition with the phrase "area of special flood hazard".

**Base flood:** The flood having a one percent chance of being equaled or exceeded in any given year.

**Base flood elevation (BFE):** The elevation to which floodwater is anticipated to rise during the base flood.

**Basement:** Any area of the building having its floor subgrade (below ground level) on all sides.

**Below-grade crawl space:** Means an enclosed area below the base flood elevation in which the interior grade is not more than two feet below the lowest adjacent exterior grade and the height, measured from the interior grade of the crawlspace to the top of the crawlspace foundation, does not exceed 4 feet at any point.

**Building:** See "Structure."

**Critical facility:** Means a facility for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to schools, nursing homes, hospitals, police, fire and emergency response installations, installations which produce, use, or store hazardous materials or hazardous waste.

**Development:** Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

**Elevated building:** Means for insurance purposes, a non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, post, piers, pilings, or columns.

**Flood or Flooding:**

- (a) A general and temporary condition of partial or complete inundation of normally dry land areas from:
  - (1) The overflow of inland or tidal waters.
  - (2) The unusual and rapid accumulation or runoff of surface waters from any source.

- (3) Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph (a)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- (b) The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

**Flood elevation study:** See “Flood Insurance Study”.

**Flood Insurance Rate Map (FIRM):** The official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

**Flood Insurance Study (FIS):** An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

**Flood proofing:** Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

**Floodplain or flood prone area:** Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

**Floodplain administrator:** The community official designated by title to administer and enforce the floodplain management regulations.

**Floodplain management:** The operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

**Floodplain management regulations:** Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as floodplain ordinance, grading ordinance and erosion control ordinance) and other application of police power. The term describes such state or local regulations, in any combination thereof, which provide standards



for the purpose of flood damage prevention and reduction.

**Floodway:** The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as "Regulatory Floodway."

**Functionally dependent use:** A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long term storage or related manufacturing facilities.

**Hazardous material:** The Oregon Department of Environmental Quality defines hazardous materials to include any of the following:

- (a) Hazardous waste as defined in ORS 466.005;
- (b) Radioactive waste as defined in ORS 469.300, radioactive material identified by the Energy Facility Siting Council under ORS 469.605 and radioactive substances defined in ORS 453.005
- (c) Communicable disease agents as regulated by the Health Division under ORS Chapter 431 and 433.010 to 433.045 and 433.106 to 433.990;
- (d) Hazardous substances designated by the United States Environmental Protection Agency (EPA) under section 311 of the Federal Water Pollution Control Act, P.L. 92-500, as amended;
- (e) Substances listed by the United States EPA in section 40 of the Code of Federal Regulations, Part 302 – Table 302.4 (list of Hazardous Substances and Reportable Quantities) and amendments;
- (f) Material regulated as a Chemical Agent under ORS 465.550;
- (g) Material used as a weapon of mass destruction, or biological weapon;
- (h) Pesticide residue;
- (i) Dry cleaning solvent as defined by ORS 465.200(9).

**Highest adjacent grade:** The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

**Historic structure:** Any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily

determined by the Secretary to qualify as a registered historic district;

3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - a. By an approved state program as determined by the Secretary of the Interior or;
  - b. Directly by the Secretary of the Interior in states without approved programs.

**Letter of Map Change (LOMC):** Means an official FEMA determination, by letter, to amend or revise effective Flood Insurance Rate Maps and Flood Insurance Studies. The following are categories of LOMCs:

- (a) **Conditional Letter of Map Amendment (CLOMA):** A CLOMA is FEMA’s comment on a proposed structure or group of structures that would, upon construction, be located on existing natural ground above the base (1-percent-annual-chance) flood elevation on a portion of a legally defined parcel of land that is partially inundated by the base flood.
- (b) **Conditional Letter of Map Revision (CLOMR):** A CLOMR is FEMA’s comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area.
- (c) **Conditional Letter of Map Revision based on Fill (CLOMR-F):** A CLOMR-F is FEMA’s comment on a proposed project that would, upon construction, result in a modification of the special flood hazard area through the placement of fill outside the existing regulatory floodway.
- (d) **Letter of Map Amendment (LOMA):** An official amendment, by letter, to the Flood Insurance Rate Maps (FIRMs) based on technical data showing that an existing structure, parcel of land or portion of a parcel of land that is naturally high ground, (i.e., has not been elevated by fill) above the base flood, that was inadvertently included in the special flood hazard area.
- (e) **Letter of Map Revision (LOMR):** A LOMR is FEMA’s modification to an effective Flood Insurance Rate Map (FIRM), or Flood Boundary and Floodway Map (FBFM), or both. LOMRs are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the

modification of the existing regulatory floodway, the effective base flood elevations, or the SFHA. The LMOR officially revises the FIRM or FBFM, and sometimes the Flood Insurance Study (FIS) report, and, when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM, FBFM, or FIS report.

- (f) **Letter of Map Revision based on Fill (LOMR-F):** A LOMR-F is FEMA’s modification of the special flood hazard area shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway.
  
- (g) **PMR:** A PMR is FEMA’s physical revision and republication of an effective Flood Insurance Rate Map (FIRM) or Flood Insurance Study (FIS) report. PMRs are generally based on physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area.

**Lowest floor:** The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building’s lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.

**Manufactured dwelling:** A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured dwelling" does not include a "recreational vehicle" and is synonymous with “manufactured home”.

**Manufactured dwelling park or subdivision:** A parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

**Mean sea level:** For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which Base Flood Elevations shown on a community's Flood Insurance Rate Map are referenced.

**New construction:** For floodplain management purposes, “new construction” means structures for which the “start of construction” commenced on or after the effective date of a floodplain management regulation adopted by the City of Oakridge and includes any subsequent improvements to such structures.

**Recreational vehicle:** A vehicle which is:

1. Built on a single chassis;

2. 400 square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

**Regulatory floodway:** See “Floodway”.

**Special flood hazard area:** See “Area of special flood hazard” for this definition.

**Start of construction:** Includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured dwelling on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

**Structure:** For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured dwelling.

**Substantial damage:** Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

**Substantial improvement:** Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:

1. Any project for improvement of a structure to correct existing violations of state or local

health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

2. Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."

**Variance:** A grant of relief by the City of Oakridge from the terms of a flood plain management regulation.

**Violation:** The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

**Water dependent:** Means a structure for commerce or industry which cannot exist in any other location and is dependent on the water by reason of intrinsic nature of its operations.

**Water surface elevation:** The height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, or other datum, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

### **3.0 GENERAL PROVISIONS**

#### **3.1 LANDS TO WHICH THIS ORDINANCE APPLIES**

This ordinance shall apply to all special flood hazard areas within the jurisdiction the City of Oakridge.

#### **3.2 BASIS FOR ESTABLISHING THE SPECIAL FLOOD HAZARD AREAS**

The special flood hazard areas identified by the Federal Insurance Administrator in a scientific and engineering report entitled "The Flood Insurance Study (FIS) for Lane County, Oregon and Incorporated Areas, dated 06-02-1999, revised 06-05-2020, with accompanying Flood Insurance Rate Maps (FIRMs) are hereby adopted by reference and declared to be a part of this ordinance. The FIS and FIRM panels are on file at the Oakridge City Hall.

#### **3.3 COORDINATION WITH STATE OF OREGON SPECIALTY CODES**

Pursuant to the requirement established in ORS 455 that the City of Oakridge administers and enforces the State of Oregon Specialty Codes, the City of Oakridge does hereby acknowledge that the Oregon Specialty Codes contain certain provisions that apply to the

design and construction of buildings and structures located in special floodhazard areas. Therefore, this ordinance is intended to be administered and enforced in conjunction with the Oregon Specialty Codes.

### **3.4 COMPLIANCE AND PENALTIES FOR NONCOMPLIANCE**

#### **3.4.1 COMPLIANCE**

All development within special flood hazard areas is subject to the terms of this ordinance and required to comply with its provisions and all other applicable regulations.

#### **3.4.2 PENALTIES FOR NONCOMPLIANCE**

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violations of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor and upon conviction thereof be fined not more than \$500.00 or imprisoned not more than 10 days, or both, for each violation, and in addition, shall pay the all the costs and expenses involved in the case. Nothing herein contained shall prevent the City of Oakridge from taking such other lawful action as is necessary to prevent or remedy any violation

### **3.5 ABROGATION AND SEVERABILITY**

#### **3.5.1 ABROGATION**

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

#### **3.5.2 SEVERABILITY**

This ordinance and the various parts thereof are hereby declared to be severable. If any section clause, sentence, or phrase of the Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in noway effect the validity of the remaining portions of this Ordinance.

### **3.6 INTERPRETATION**

In the interpretation and application of this ordinance, all provisions shall be:

- A. Considered as minimum requirements;
- B. Liberally construed in favor of the governing body; and
- C. Deemed neither to limit nor repeal any other powers granted under state statutes.

### **3.7 WARNING AND DISCLAIMER OF LIABILITY**

#### **3.7.1 WARNING**

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages.

#### **3.7.2 DISCLAIMER OF LIABILITY**

This ordinance shall not create liability on the part of the City of Oakridge, any officer or employee thereof, or the Federal Insurance Administrator for any flood damages that result from reliance on this ordinance, or any administrative decision lawfully made hereunder.

### **4.0 ADMINISTRATION**

#### **4.1 DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR**

The City Administrator and their designee is hereby appointed to administer, implement, and enforce this ordinance by granting or denying development permits in accordance with its provisions. The Floodplain Administrator may delegate authority to implement these provisions.

#### **4.2 DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR**

Duties of the floodplain administrator, or their designee, shall include, but not be limited to:

##### **4.2.1 PERMIT REVIEW**

Review all development permits to determine that:

- A. The permit requirements of this ordinance have been satisfied;

- B. All other required local, state, and federal permits have been obtained and approved.
- C. Review all development permits to determine if the proposed development is located in a floodway. If located in the floodway assure that the floodway provisions of this ordinance in section **5.2.4** are met; and
- D. Review all development permits to determine if the proposed development is located in an area where Base Flood Elevation (BFE) data is available either through the Flood Insurance Study (FIS) or from another authoritative source. If BFE data is not available then ensure compliance with the provisions of sections **5.1.7**; and
- E. Provide to building officials the Base Flood Elevation (BFE) and requirement for one (1) foot additional freeboard applicable to any building requiring a development permit.
- F. Review all development permit applications to determine if the proposed development qualifies as a substantial improvement as defined in section **2.0**.
- G. Review all development permits to determine if the proposed development activity is a watercourse alteration. If a watercourse alteration is proposed, ensure compliance with the provisions in section **5.1.1**.
- H. Review all development permits to determine if the proposed development activity includes the placement of fill or excavation.

#### **4.2.2 INFORMATION TO BE OBTAINED AND MAINTAINED**

The following information shall be obtained and maintained and shall be made available for public inspection as needed:

- A. Obtain, record, and maintain the actual elevation (in relation to mean sea level) of the lowest floor (including basements) and all attendant utilities of all new or substantially improved structures where Base Flood Elevation (BFE) data is provided through the Flood Insurance Study (FIS), Flood Insurance Rate Map (FIRM), or obtained in accordance with section **5.1.7**.
- B. Obtain and record the elevation (in relation to mean sea level) of the natural grade of the building site for a structure prior to the start of construction and the placement of any fill and ensure that the requirements of sections **5.2.4, 4.2.1(B)** are adhered to.
- C. Upon placement of the lowest floor of a structure (including basement) but prior to further vertical construction, obtain documentation, prepared and sealed by a professional licensed surveyor or engineer, certifying the elevation (in relation to mean sea level) of the lowest floor (including basement).
- D. Where base flood elevation data are utilized, obtain As-built certification of the elevation (in relation to mean sea level) of the lowest floor (including basement)



prepared and sealed by a professional licensed surveyor or engineer, prior to the final inspection.

- E. Maintain all Elevation Certificates (EC) submitted to the community;
- F. Obtain, record, and maintain the elevation (in relation to mean sea level) to which the structure and all attendant utilities were floodproofed for all new or substantially improved floodproofed structures where allowed under this ordinance and where Base Flood Elevation (BFE) data is provided through the FIS, FIRM, or obtained in accordance with section **5.1.7**.
- G. Maintain all floodproofing certificates required under this ordinance;
- H. Record and maintain all variance actions, including justification for their issuance;
- I. Obtain and maintain all hydrologic and hydraulic analyses performed as required under section **5.2.4**.
- J. Record and maintain all Substantial Improvement and Substantial Damage calculations and determinations as required under section **4.2.4**.
- K. Maintain for public inspection all records pertaining to the provisions of this ordinance.

### **4.2.3 REQUIREMENT TO NOTIFY OTHER ENTITIES AND SUBMIT NEW TECHNICAL DATA**

#### **4.2.3.1 COMMUNITY BOUNDARY ALTERATIONS**

The Floodplain Administrator shall notify the Federal Insurance Administrator in writing whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed authority or no longer has authority to adopt and enforce floodplain management regulations for a particular area, to ensure that all Flood Hazard Boundary Maps (FHBM) and Flood Insurance Rate Maps (FIRM) accurately represent the community's boundaries. Include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority.

#### **4.2.3.2 WATERCOURSE ALTERATIONS**

Notify adjacent communities, the Department of Land Conservation and Development, and other appropriate state and federal agencies, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration. This notification shall be provided by the

applicant to the Federal Insurance Administration as a Letter of Map Revision (LOMR) along with either:

- A. A proposed maintenance plan to assure the flood carrying capacity within the altered or relocated portion of the watercourse is maintained; or
- B. Certification by a registered professional engineer that the project has been designed to retain its flood carrying capacity without periodic maintenance.

The applicant shall be required to submit a Conditional Letter of Map Revision (CLOMR) when required under section **4.2.3.3**. Ensure compliance with all applicable requirements in sections **4.2.3.3** and **5.1.1**.

#### **4.2.3.3 REQUIREMENT TO SUBMIT NEW TECHNICAL DATA**

A community's base flood elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, a community shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 of the Code of Federal Regulations (CFR), Section 65.3. The community may require the applicant to submit such data and review fees required for compliance with this section through the applicable FEMA Letter of Map Change (LOMC) process.

The Floodplain Administrator shall require a Conditional Letter of Map Revision prior to the issuance of a floodplain development permit for:

- A. Proposed floodway encroachments that increase the base flood elevation; and
- B. Proposed development which increases the base flood elevation by more than one foot in areas where FEMA has provided base flood elevations but no floodway.

An applicant shall notify FEMA within six (6) months of project completion when an applicant has obtained a Conditional Letter of Map Revision (CLOMR) from FEMA. This notification to FEMA shall be provided as a Letter of Map Revision (LOMR).

The applicant shall be responsible for preparing all technical data to support CLOMR/LOMR applications and paying any processing or application fees associated with the CLOMR/LOMR.

The Floodplain Administrator shall be under no obligation to sign the Community Acknowledgement Form, which is part of the CLOMR/LOMR application, until the applicant demonstrates that the project will or has met the requirements of this code and all applicable state and federal permits.

#### **4.2.4 SUBSTANTIAL IMPROVEMENT AND SUBSTANTIAL DAMAGE ASSESSMENTS AND DETERMINATIONS**

Conduct Substantial Improvement (SI) (as defined in section 2.0) reviews for all structural development proposal applications and maintain a record of SI calculations within permit files in accordance with section **4.2.2**. Conduct Substantial Damage (SD) (as defined in section 2.0) assessments when structures are damaged due to a natural hazard event or other causes. Make SD determinations whenever structures within the special flood hazard area (as established in section **3.2**) are damaged to the extent that the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

### **4.3 ESTABLISHMENT OF DEVELOPMENT PERMIT**

#### **4.3.1 FLOODPLAIN DEVELOPMENT PERMIT REQUIRED**

A development permit shall be obtained before construction or development begins within any area horizontally within the special flood hazard area established in section **3.2**. The development permit shall be required for all structures, including manufactured dwellings, and for all other development, as defined in section **2.0**, including fill and other development activities.

#### **4.3.2 APPLICATION FOR DEVELOPMENT PERMIT**

Application for a development permit may be made on forms furnished by the Floodplain Administrator and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing. Specifically the following information is required:

- A. In riverine flood zones, the proposed elevation (in relation to mean sea level), of the lowest floor (including basement) and all attendant utilities of all new and substantially improved structures; in accordance with the requirements of section **4.2.2**.
- B. Proposed elevation in relation to mean sea level to which any non-residential structure will be floodproofed.
- C. Certification by a registered professional engineer or architect licensed in the State of Oregon that the floodproofing methods proposed for any non-residential structure meet the floodproofing criteria for non-residential structures in section **5.2.3.3**.
- D. Description of the extent to which any watercourse will be altered or relocated.
- E. Base Flood Elevation data for subdivision proposals or other development when required per sections **4.2.1 and 5.1.6**.
- F. Substantial improvement calculation for any improvement, addition, reconstruction,

renovation, or rehabilitation of an existing structure.

G. The amount and location of any fill or excavation activities proposed.

#### **4.4 VARIANCE PROCEDURE**

The issuance of a variance is for floodplain management purposes only. Flood insurance premium rates are determined by federal statute according to actuarial risk and will not be modified by the granting of a variance.

##### **4.4.1 CONDITIONS FOR VARIANCES**

- A. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, in conformance with the provisions of sections **4.4.1 (C) and (E), and 4.4.2**. As the lot size increases beyond one-half acre, the technical justification required for issuing a variance increases.
- B. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- C. Variances shall not be issued within any floodway if any increase in flood levels during the base flood discharge would result.
- D. Variances shall only be issued upon:
  - 1. A showing of good and sufficient cause;
  - 2. A determination that failure to grant the variance would result in exceptional hardship to the applicant;
  - 3. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing laws or ordinances.
- E. Variances may be issued for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that the criteria of section **4.4.1 (B) – (D)** are met, and the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

##### **4.4.2 VARIANCE NOTIFICATION**

Any applicant to whom a variance is granted shall be given written notice that the issuance of a variance to construct a structure below the Base Flood Elevation will result in increased premium rates for flood insurance and that such construction

below the base flood elevation increases risks to life and property. Such notification and a record of all variance actions, including justification for their issuance shall be maintained in accordance with section **4.2.2**.

## **5.0 PROVISIONS FOR FLOOD HAZARD REDUCTION**

### **5.1 GENERAL STANDARDS**

In all special flood hazard areas, the following standards shall be adhered to:

#### **5.1.1 ALTERATION OF WATERCOURSES**

Require that the flood carrying capacity within the altered or relocated portion of said watercourse is maintained. Require that maintenance is provided within the altered or relocated portion of said watercourse to ensure that the flood carrying capacity is not diminished. Require compliance with sections **4.2.3.2 and 4.2.3.3**.

#### **5.1.2 ANCHORING**

- A. All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
- B. All manufactured dwellings shall be anchored per section **5.2.3.4**.

#### **5.1.3 CONSTRUCTION MATERIALS AND METHODS**

- A. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- B. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

#### **5.1.4 UTILITIES AND EQUIPMENT**

##### **5.1.4.1 WATER SUPPLY, SANITARY SEWER, AND ON-SITE WASTE DISPOSAL SYSTEMS**

- A. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
- B. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters.
- C. On-site waste disposal systems shall be located to avoid impairment to

them or contamination from them during flooding consistent with the Oregon Department of Environmental Quality.

#### **5.1.4.2 ELECTRICAL, MECHANICAL, PLUMBING, AND OTHER EQUIPMENT**

Electrical, heating, ventilating, air-conditioning, plumbing, duct systems, and other equipment and service facilities shall be elevated at or above one (1) foot above the base flood level or shall be designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during conditions of flooding. In addition, electrical, heating, ventilating, air-conditioning, plumbing, duct systems, and other equipment and service facilities shall, if replaced as part of a substantial improvement, meet all the requirements of this section.

#### **5.1.5 TANKS**

- A. Underground tanks shall be anchored to prevent flotation, collapse and lateral movement under conditions of the base flood.
- B. Above-ground tanks shall be installed at or above the base flood level or shall be anchored to prevent flotation, collapse, and lateral movement under conditions of the base flood.

#### **5.1.6 SUBDIVISION PROPOSALS & OTHER PROPOSED DEVELOPMENTS**

- A. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) greater than 50 lots or 5 acres, whichever is the lesser, shall include within such proposals, Base Flood Elevation data.
- B. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) shall:
  - 1. Be consistent with the need to minimize flood damage.
  - 2. Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize or eliminate flood damage.
  - 3. Have adequate drainage provided to reduce exposure to flood hazards.

## **5.1.7 STRUCTURES LOCATED IN MULTIPLE OR PARTIAL FLOOD ZONES**

In coordination with the State of Oregon Specialty Codes:

- A. When a structure is located in multiple flood zones on the community's Flood Insurance Rate Maps (FIRM) the provisions for the more restrictive flood zone shall apply.
- B. When a structure is partially located in a special flood hazard area, the entire structure shall meet the requirements for new construction and substantial improvements.

## **5.1.8 5.1.9 CRITICAL FACILITIES**

Construction of new critical facilities shall be, to the extent possible, located outside the limits of the special flood hazard area. Construction of new critical facilities shall be permissible within the SFHA only if no feasible alternative site is available. Critical facilities constructed within the SFHA shall have the lowest floor elevated three (3) feet above the Base Flood Elevation (BFE) or to the height of the 500-year flood, whichever is higher. Access to and from the critical facility shall also be protected to the height utilized above. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters.

## **5.2 SPECIFIC STANDARDS FOR RIVERINE (INCLUDING ALL NON-COASTAL) FLOOD ZONES**

These specific standards shall apply to all new construction and substantial improvements in addition to the General Standards contained in section 5.1 of this ordinance.

### **5.2.1 FLOOD OPENINGS**

All new construction and substantial improvements with fully enclosed areas below the lowest floor (excluding basements) are subject to the following requirements.

Enclosed areas below the Base Flood Elevation, including crawl spaces shall:

- A. Be designed to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters;
- B. Be used solely for parking, storage, or building access;
- C. Be certified by a registered professional engineer or architect or meet or exceed all of the following minimum criteria:
  - 1. A minimum of two openings,
  - 2. The total net area of non-engineered openings shall be not less than one (1) square inch for each square foot of enclosed area, where the enclosed area is measured on the exterior of the enclosure walls,
  - 3. The bottom of all openings shall be no higher than one foot above grade.

4. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they shall allow the automatic flow of floodwater into and out of the enclosed areas and shall be accounted for in the determination of the net open area.
5. All additional higher standards for flood openings in the State of Oregon Residential Specialty Codes Section R322.2.2 shall be complied with when applicable.

## **5.2.2 GARAGES**

- A. Attached garages may be constructed with the garage floor slab below the Base Flood Elevation (BFE) in riverine flood zones, if the following requirements are met:
    1. If located within a floodway the proposed garage must comply with the requirements of section **5.2.4**.
    2. The floors are at or above grade on not less than one side;
    3. The garage is used solely for parking, building access, and/or storage;
    4. The garage is constructed with flood openings in compliance with section **5.2.1** to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater.
    5. The portions of the garage constructed below the BFE are constructed with materials resistant to flood damage;
    6. The garage is constructed in compliance with the standards in section **5.1**; and
    7. The garage is constructed with electrical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.
- Detached garages must be constructed in compliance with the standards for appurtenant structures in section **5.2.3.6** or non-residential structures in section **5.2.3.3** depending on the square footage of the garage.

## **5.2.3 FOR RIVERINE (NON-COASTAL) SPECIAL FLOOD HAZARD AREAS WITH BASE FLOOD ELEVATIONS**

In addition to the general standards listed in section **5.1** the following specific standards shall apply in Riverine (non-coastal) special flood hazard areas with Base Flood Elevations (BFE): Zones A1-A30, AH, and AE.

### **5.2.3.1 RESIDENTIAL CONSTRUCTION**

- A. New construction and substantial improvement of any residential



structure shall have the lowest floor, including basement, elevated at or above one (1) foot above the Base Flood Elevation (BFE).

- B. Enclosed areas below the lowest floor shall comply with the flood opening requirements in section **5.2.1**.

### **5.2.3.2 NON-RESIDENTIAL CONSTRUCTION**

- A. New construction and substantial improvement of any commercial, industrial, or other non-residential structure shall:
  - 1. Have the lowest floor, including basement, elevated at or above one (1) foot above the Base Flood Elevation (BFE).

Or, together with attendant utility and sanitary facilities:

- i. Be floodproofed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water;
    - ii. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
    - iii. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this section based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the Floodplain Administrator as set forth section **4.2.2**.
- B. Non-residential structures that are elevated, not floodproofed, shall comply with the standards for enclosed areas below the lowest floor in section **5.2.1**.
- C. Applicants floodproofing non-residential buildings shall be notified that flood insurance premiums will be based on rates that are one (1) foot below the floodproofed level (e.g. a building floodproofed to the base flood level will be rated as one (1) foot below).
- D. Applicants shall supply a maintenance plan for the entire structure to include but not limited to: exterior envelop of structure; all penetrations to the exterior of the structure; all shields, gates, barriers, or components designed to provide floodproofing protection to the structure; all seals or gaskets for shields, gates, barriers, or components; and, the location of all shields, gates, barriers, and

components, as well as all associated hardware, and any materials or specialized tools necessary to seal the structure

- E. Applicants shall supply an Emergency Action Plan (EAP) for the installation and sealing of the structure prior to a flooding event that clearly identifies what triggers the EAP and who is responsible for enacting the EAP.

### **5.2.3.3 MANUFACTURED DWELLINGS**

- A. Manufactured dwellings to be placed (new or replacement) or substantially improved that are supported on solid foundation walls shall be constructed with flood openings that comply with section 5.2.1;
- B. The bottom of the longitudinal chassis frame beam shall be at or above Base Flood Elevation;
- C. Manufactured dwellings to be placed (new or replacement) or substantially improved shall be anchored to prevent flotation, collapse, and lateral movement during the base flood. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors (Reference FEMA’s “Manufactured Home Installation in Flood Hazard Areas” guidebook for additional techniques), and;
- D. Electrical crossover connections shall be a minimum of twelve (12) inches above Base Flood Elevation (BFE).

### **5.2.3.4 RECREATIONAL VEHICLES**

Recreational vehicles placed on sites are required to:

- A. Be on the site for fewer than 180 consecutive days, and
- B. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
- C. Meet the requirements of section 5.2.3.4, including the anchoring and elevation requirements for manufactured dwellings.

### **5.2.3.5 APPURTENANT (ACCESSORY) STRUCTURES**

Relief from elevation or floodproofing requirements for residential and non-residential structures in Riverine (Non-Coastal) flood zones may be granted for appurtenant structures that meet the following requirements:

- A. Appurtenant structures located partially or entirely within the

floodway must comply with requirements for development within a floodway found in section 5.2.4.

- B. Appurtenant structures must only be used for parking, access, and/or storage and shall not be used for human habitation;
- C. In compliance with State of Oregon Specialty Codes, appurtenant structures on properties that are zoned residential are limited to one-story structures less than 200 square feet, or 400 square feet if the property is greater than two (2) acres in area and the proposed appurtenant structure will be located a minimum of 20 feet from all property lines. Appurtenant structures on properties that are zoned as non-residential are limited in size to 120 square feet.
- D. The portions of the appurtenant structure located below the Base Flood Elevation must be built using flood resistant materials;
- E. The appurtenant structure must be adequately anchored to prevent flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the base flood.
- F. The appurtenant structure must be designed and constructed to equalize hydrostatic flood forces on exterior walls and comply with the requirements for flood openings in section 5.2.1;
- G. Appurtenant structures shall be located and constructed to have low damage potential;
- H. Appurtenant structures shall not be used to store toxic material, oil, or gasoline, or any priority persistent pollutant identified by the Oregon Department of Environmental Quality unless confined in a tank installed in compliance with section 5.1.5.
- I. Appurtenant structures shall be constructed with electrical, mechanical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.

#### **5.2.3.6 BELOW-GRADE CRAWL SPACES**

- A. The building must be designed and adequately anchored to resist flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. hydrostatic loads and the effects of buoyancy can usually be addressed through the required flood openings stated in section 5.2.1. Because of hydrodynamic loads, crawlspace construction is not allowed in areas with flood velocities greater than five (5) feet per second unless the design is reviewed by a qualified design professional, such as a

registered architect or professional engineer. Other types of foundations are recommended for these areas.

- B. The crawlspace is an enclosed area below the Base Flood Elevation (BFE) and, as such, must have openings that equalize hydrostatic pressures by allowing the automatic entry and exit of floodwaters. The bottom of each flood vent opening can be no more than one (1) foot above the lowest adjacent exterior grade.
- C. Portions of the building below the BFE must be constructed with materials resistant to flood damage. This includes not only the foundation walls of the crawlspace used to elevate the building, but also any joists, insulation, or other materials that extend below the BFE. The recommended construction practice is to elevate the bottom of joists and all insulation above BFE.

Any building utility systems within the crawlspace must be elevated above BFE or designed so that floodwaters cannot enter or accumulate within the system components during flood conditions. Ductwork, in particular, must either be placed above the BFE or sealed from floodwaters.

#### **5.2.4 FLOODWAYS**

Located within the special flood hazard areas established in section 3.2 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of the floodwaters which carry debris, potential projectiles, and erosion potential, the following provisions apply:

- A. Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless:
  - 1. Certification by a registered professional civil engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment shall not result in any increase in flood levels within the community during the occurrence of the base flood discharge;
  - Or,
  - 2. A community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that a Conditional Letter of Map Revision (CLOMR) is applied for and approved by the Federal Insurance Administrator, and the requirements for such revision as established under Volume 44 of the Code of Federal Regulations, section 65.12 are fulfilled.

- B. If the requirements of section **5.2.4 (A)** are satisfied, all new construction, substantial improvements, and other development shall comply with all other applicable flood hazard reduction provisions of section **5.0**.

**EXHIBIT B**  
**CITY OF OAKRIDGE, OREGON**  
**FLOOD HAZARD MANAGEMENT ORDINANCE ADOPTION**  
**LOCAL FILE # PAPA 01-21**  
**\*FINDINGS OF FACT\***

**ADOPTION OF TEXT AMENDMENTS TO THE OAKRIDGE FLOODPLAIN MANAGEMENT ORDINANCE TO  
INCORPORATE THE OREGON STATE MODEL FLOODPLAIN CODE**

**I. BACKGROUND**

The City of Oakridge participates in the National Flood Insurance Program (NFIP). As such, the Federal Emergency Management Agency (FEMA) and the Department of Land Conservation and Development (DLCD) routinely require participating cities to review their floodplain development ordinance to ensure that the newest regulations and guidelines are being followed. These proposed text amendments to the Flood Hazard Management Ordinance; no other sections of the development code are being amended. The proposed text amendments are based on the most recent State of Oregon’s Model Flood Hazard Ordinance, which FEMA directs DLCDC to implement at the local level. There are no changes in zoning designations or changes to the allowed uses in any particular zone. The proposed amendments will however repeal and replace Section 15.01 of the Oakridge Development Code. DLCDC approached the City about updating the floodplain development ordinance as a result of routine inspection and assessment that are required of cities that participate in the NFIP. The amendments are required for Oakridge to continue to participate in the NFIP. These findings of fact serve as the factual basis for the amendments to be adopted by City Council. DLCDC notice of proposed amendment was submitted to the online database on December 9, 2021. Notice of both public hearing was published in the Register Guard on January 8 and January 9, 2022. See **Exhibit C** for notice materials.

**II. APPLICABLE CRITERIA & FINDINGS**

The proposed amendments are legislative in nature because they impact the city as a whole and are not specific to one property. Section 29.02 of the Oakridge Development Code requires that a public hearing be held on the amendments – one hearing before the Planning Commission and a final hearing before the City Council. Article 29 of the Oakridge Development Code relates to District Changes. The proposed amendments are not related to a district change, but Article 29 is the closest section of the Code that deals with amendments and legislative actions. As such, staff will utilize Section 29.03 for the approval criteria for the proposed amendments, in addition to conformance with applicable Comprehensive Plan

policies and the Oregon Statewide Planning Goals. The existing text of Section 15.01 will be removed and replaced with the proposed amendments as seen in **Exhibit A**.

#### **ARTICLE 29 – DISTRICT CHANGES - SECTION 29.03 CRITERIA**

**(1) The proposed amendment conforms to the Comprehensive Plan or substantial changes in conditions have occurred which render the Comprehensive Plan, inapplicable to the requested change and the Plan should be amended as proposed by the proponent of the change. If this is the case, the Plan must be amended before final action on the district change.**

**FINDING:** To address criterion (1), staff will introduce a discussion of the applicable Comprehensive Plan policies in which the proposed amendments must be consistent with. Substantial changes have not occurred in which render the Comprehensive Plan inapplicable. There is no proposed rezone or change in the City’s Comprehensive Plan or Zoning map as a result of the floodplain amendments.

##### Flood Hazard (Goal 7) Flood Plain Management Policy

The Flood Plain Management Policy of Goal 7 in the Comprehensive Plan states that the City of Oakridge is a participating member in FEMA’s National Floodplain Insurance Program. Further, Goal 7 states that development in the flood plain is regulated by the adopted policies relating to flood plain management. The Policy directs that all reasonable steps be taken to minimize damage to property in the City from flooding. The proposed floodplain amendments are consistent with Goal 7 of the Comprehensive Plan because the amendments allow for continued steps to be taken to reasonable minimize damage to property from flooding and keep the City in conformance with the standards of the NFIP and FEMA regulations. Criterion met.

**(2) The proposed amendment fulfills a demonstrated public need for a particular activity or use of land within the area in question.**

**FINDING:** The proposed amendments allow for and continue for development to occur in the regulated floodplain, to the extent that the flood plain management ordinance allows. Without the proposed amendments and participation in the NFIP, the City risks lapse of its good standing with the standards of the NFIP. The demonstrated public need is the need for the City and property owners who own structures located within the regulated flood plain to be able to continue to participate in the NFIP. The proposed amendments will not have adverse impacts on housing needs to the City. New construction, including new dwellings, is permitted in the regulated floodplain, subject to the floodplain development standards of Oakridge. Criterion met.

**(3) If residential zoning is involved, the proposed residential district or districts best satisfies the objectives of the Comprehensive Plan and does not exclude opportunities for adequate provision of low or moderate housing or 'needed housing' types as defined in OAR 660-08-015 within the subject neighborhood area.**

**FINDING:** The proposed floodplain amendments do not involve the rezoning of any residential districts. Of course, however, there may be residential districts that are located within the regulated floodplain. In such cases, residential development is subject to the standards of the Flood Hazard Management Ordinance. Staff note, development within the regulated floodplain has always been regulated.

**(4) The proposed zone district is compatible with the existing and anticipated surrounding land use.**

**FINDING:** The floodplain amendments do not involve a rezone or the introduction of a new zoning district. Criterion not applicable.

#### **CONSISTENCY WITH APPLICABLE OREGON STATEWIDE PLANNING GOALS**

**This section will include a review of the proposed amendment's consistency with applicable Oregon Statewide Planning Goals.**

##### **Oregon Statewide Planning Goal 1: Citizen Involvement.**

**FINDING:** Goal 1 requires that citizens be involved in the local land use planning process and have an opportunity to review and comment on proposed land use actions. For the proposed amendments, the City duly noticed the proposed amendments by publishing notice of the public hearings in a newspaper of general circulation and posting notice in public spaces. The City is processing the proposed code amendments as a legislative process, which means there will be at least two public hearings on the matter – both of which will be free and open to the public to participate in the local land use hearings process. Goal 1 addressed.

##### **Oregon Statewide Planning Goal 2: Land Use Planning.**

**FINDING:** As its most basic level, Goal 2 requires the land use actions of local governments to be consistent with the adopted Comprehensive Plan and any adopted refinement plans. As discussed in these findings, the proposed amendments are consistent with the City's adopted Comprehensive Plan. The Comprehensive Plan includes a discussion of Goal 7 with a stated purpose to reasonably protect property from damage due to flooding. The proposed amendments further implement that Goal. The proposed amendments to the City's floodplain development are consistent with the Comprehensive Plan and thus consistent with Goal 2. Criterion met.



### **Oregon Statewide Planning Goal 7: Natural Hazards.**

**Staff Response:** Goal 7 requires local governments to adopt Comprehensive Plan policies, inventories and implementing measures to reduce risk to people and property from natural hazards. As Oakridge is already a participating member in the NFIP, having adopted floodplain regulations is a pre-requisite for participation in the NFIP. Oakridge's participation in the NFIP and the proposed amendments are directly intended to reduce risk to people and property from the natural hazard of flooding or high-water events.

### **III. CONCLUSION:**

The amendments to Section 15.01 of the Oakridge Development Code, amending the City's floodplain development code and implementing the State of Oregon's Model Flood Hazard standards, are consistent with the Oakridge Comprehensive Plan and the Oregon Statewide Planning Goals. On January 18, 2022, the Planning Commission of Oakridge held a public hearing on the proposed amendments. Following the public hearing, Planning Commission passed a motion to recommend approval and adoption of the amendments onto City Council for final action. Staff recommends City Council approve and adopt the amendments via ordinance.

## EXHIBIT C

### **The public is invited to attend and testify at a public hearing for An Update to Oakridge's Floodplain Development Code.**

The City of Oakridge participates in the National Flood Insurance Program (NFIP). As such, the Federal Emergency Management Agency (FEMA) and Department of Land Conservation and Development (DLCD) require routine updates to the floodplain development code using the State of Oregon's Model Flood Hazard Ordinance.

The update of the floodplain development code is a part of a required the NFIP Community Assistance visit conducted by DLCD.

There are no changes in zoning designations or changes to the uses allowed in any particular zone.

The amendments to the Oakridge Development Code will be specific to floodplain development. The City will follow a TYPE IV Legislative land use process. As such, two public hearings will be held on the proposed amendments.

The first public hearing will be January 18, 2022, at 7:00 p.m. in front of the Oakridge Planning Commission. Planning Commission will issue a recommendation onto City Council for final action.

The second public hearing will be February 3, 2022, at 7:00 p.m. in front of the Oakridge City Council.

Both public hearings will occur at the Oakridge City Hall Conference Room, 48318 E 1<sup>st</sup> Street, Oakridge, OR 97463 at 7:00 p.m.

A remote hearing option via Zoom will be available. To attend remotely, follow this link: <https://zoom.us/j/3664311610>.

The meeting materials and zoom link will also be posted on the City's website at <https://www.ci.oakridge.or.us/>.

For questions or to submit written testimony, please contact the City Administrator at 541-782-2258.

## HEARLEY Henry O

---

**From:** DLCD Plan Amendments <plan.amendments@dlcd.oregon.gov>  
**Sent:** December 9, 2021 2:52 PM  
**To:** HEARLEY Henry O  
**Subject:** Confirmation of PAPA Online submittal to DLCD

You don't often get email from plan.amendments@dlcd.oregon.gov. [Learn why this is important](#)

**CAUTION:** This email originated from outside the organization. DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

### Oakridge

Your notice of a proposed change to a comprehensive plan or land use regulation has been received by the Oregon Department of Land Conservation and Development.

Local File #: PAPA 01-21

DLCD File #: [001-21](#)

Proposal Received: 12/9/2021

First Evidentiary Hearing: 1/18/2022

Final Hearing Date: 2/3/2022

Submitted by: hhearley

If you have any questions about this notice, please reply or send an email to [plan.amendments@dlcd.oregon.gov](mailto:plan.amendments@dlcd.oregon.gov).

# Order Confirmation

**Ad Order Number**

0000260920

**Customer**

CITY OF OAKRIDGE

**Payor Customer**

CITY OF OAKRIDGE

**PO Number**

**Sales Rep.**

eolegals

**Customer Account**

19584

**Payor Account**

19584

**Ordered By**

Bryan Cutchen

**Order Taker**

ISC.dylan.abeyta

**Customer Address**

48318 EAST 1ST STREET, PO BO:  
OAKRIDGE OR 97463 USA

**Payor Address**

48318 EAST 1ST STREET, PO BO:  
OAKRIDGE OR 97463 USA

**Customer Fax**

**Order Source**

Phone

**Customer Phone**

5417822258

**Payor Phone**

5417822258

**Customer EMail**

rickzylstra@ci.oakridge.or.us

**Special Pricing**

**Tear Sheets**

0

**Proofs**

0

**Affidavits**

1

**Blind Box**

**Promo Type**

**Materials**

**Invoice Text**

1/18/2022 and 2/3/2022 Hearings

**Ad Order Notes**

**Net Amount**

\$285.00

**Tax Amount**

\$0.00

**Total Amount**

\$285.00

**Payment Method**

Invoice

**Payment Amount**

\$0.00

**Amount Due**

\$285.00

**Ad Number**      **Ad Type**  
0000260920-01      EO Legal Liner

**Production Method**      **Production Notes**  
AdBooker

**External Ad Number**      **Ad Attributes**      **Ad Released**      **Pick Up**  
No      0000237084

**Ad Size**      **Color**  
1 X 56 li

**WYSIWYG Content**

The public is invited to attend and testify at a public hearing for An Update to Oakridge's Floodplain Development Code.

The City of Oakridge participates in the National Flood Insurance Program (NFIP). As such, the Federal Emergency Management Agency (FEMA) and Department of Land Conservation and Development (DLCD) require routine updates to the floodplain development code using the State of Oregon's Model Flood Hazard Ordinance.

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For questions or to submit written testimony, please contact the City Administrator at 541-782-2258.  
260920 January 8, 9, 2022

<b>Run Date</b>	<b>Product</b>	<b>Placement</b>	<b>Rate</b>	<b>Sched Cst</b>	<b>Disc/Prem</b>	<b>Color</b>	<b>Pickup</b>	<b>Tax</b>	<b>Subtotal</b>
01/08/2022	EO Register-Guard	EO Legals	\$18.29 per Inch	\$107.16	\$0.00	\$0.00	\$0.00	\$0.00	\$107.16
01/08/2022	EO R-G Marketplace	EO Legals	\$6.03 per Inch	\$35.34	\$0.00	\$0.00	\$0.00	\$0.00	\$35.34

01/09/2022	EO R-G Marketplace	EO Legals	\$6.03 per Inch	\$35.34	\$0.00	\$0.00	\$0.00	\$0.00	\$35.34
01/09/2022	EO Register-Guard	EO Legals	\$18.29 per Inch	\$107.16	\$0.00	\$0.00	\$0.00	\$0.00	\$107.16

<u>PrePrint Number</u>	<u>PrePrint Type</u>	<u>Paper Used</u>	<u>Color</u>	<u>Weight</u>	<u># Sides</u>	<u>Page Count</u>
				0.00	0	0

<u>Preprint Note Type</u>	<u>Preprint Note</u>
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<u>Product</u>	<u>Edition</u>	<u>Zone</u>	<u>Total</u>	<u>Run Date</u>	<u>Run Schedule Invoice Text</u>
			0		

## ORDINANCE NO. 939

### AN ORDINANCE REPEALING AND REPLACING SECTION 15.01 OF CITY OF OAKRIDGE ORDINANCE 874, FLOODPLAIN SUBDISTRICT

**WHEREAS**, pursuant to Article IX, Section 2 of the Oregon Constitution and the Oakridge Charter, the City of Oakridge is a home rule municipality with all the powers that the constitutions, statutes, and common law of the United States and the State of Oregon expressly or impliedly grant or allow the City; and

**WHEREAS**, in the interest of the health, safety, and well-being of the citizens of Oakridge, the City Council has determined that it is in the best interest of the community to have an effective Flood Plain Management Plan to manage the safe construction and placement of structures in the Floodplain Subdistrict; and

**WHEREAS**, on January 18, 2022, notice of a public hearing before the Planning Commission was mailed to all affected property owners in compliance with ORS 227.186; and

**WHEREAS**, notice of a public hearing before the Planning Commission was posted on December 9, 2021. The notice was published/posted in the Register Guard on January 8 – 9, 2022 in order to reach persons believed to have particular interest and to provide the public with a reasonable opportunity to be aware of the hearings on the proposal pursuant to PAPA 01-21; and

**WHEREAS**, the Planning Commission held a public hearing on the proposed amendments to the Zoning Ordinance of the City of Oakridge on January 18, 2022, adopted recommended findings of fact, and recommended to the City Council that Zoning Ordinance of the City of Oakridge 874 be amended as presented in this ordinance; and

**WHEREAS**, notice of a public hearing before the City Council was posted on January 8, 2022 at regular posting locations and January 8 – 9, 2022 in the local publication. The notice was published/posted in order to reach persons believed to have particular interest and to provide the public with a reasonable opportunity to be aware of the hearings on the proposal pursuant to PAPA 01-21; and

**WHEREAS**, the Oakridge City Council held a public hearing on the proposed amendments to the Zoning Ordinance of the City of Oakridge on February 3, 2022; and

**WHEREAS**, the Council has considered materials relevant to the proposed amendments, including staff reports, the findings made by the Planning Commission, testimony and comments submitted at both public hearings, both orally and in writing;

**NOW, THEREFORE, the City of Oakridge ordains as follows:**

**Section I.** The City Council hereby adopts the Findings of Fact attached to this Ordinance as Exhibit C.

**Section II.** Section 15.01 of the Zoning Ordinance of the City of Oakridge is hereby rescinded and replaced with Exhibit A attached to this Ordinance.

**Section III.** This ordinance shall take effect on the thirtieth day after its enactment.

**READ BY TITLE ONLY, PASSED AND ADOPTED** by a vote of the Oakridge City Council this 3<sup>rd</sup> day of February 2022.

**APPROVED AND SIGNED BY THE MAYOR** of the City of Oakridge this 3<sup>rd</sup> day of February 2022.

Attest: \_\_\_\_\_, Mayor  
                  \_\_\_\_\_, Asst. City Recorder

**Ayes:**

**Nays:**

**Abstain:**



**Business of the City Council**

City of Oakridge, Oregon

**February 03, 2022**

**Agenda Title: Consider appointment of citizen to a committee.**

**Agenda Item No: 15.1**

**Exhibits: (1) Submitted Applications**

**Proposed Council Action: A motion from the floor to appoint applicant(s) into a vacant position.**

**Agenda Bill Author: Bryan Cutchen**

**ISSUE: The city has received two citizen application for the Library Board:**

<u>Name</u>	<u>Committee</u>	<u>Vacancies/Seats</u>	<u>Term</u>
Mr. Terry DeLoach	Library Board	2 / 7	3 years
Mr. Andrew Leach	Library Board	2 / 7	2 years

**FISCAL IMPACT: None**

- OPTIONS: 1. Appoint applicant(s).  
2. Do not appoint applicant(s).**

**RECOMMENDATION: The staff recommends option 1.**

**RECOMMENDED MOTION: I move that we appoint \_\_\_\_\_ to serve on the Oakridge Library Board, for a term expiring 12/31/2023.**



## City of Oakridge Volunteer Application and Placement Form

Return completed application to: City Administrator, 48318 E 1<sup>st</sup> Street, Oakridge, OR 97463 or  
[cityadministrator@ci.oakridge.or.us](mailto:cityadministrator@ci.oakridge.or.us)

Name	Terry DeLoach	Daytime Phone	[REDACTED]
Address	[REDACTED]	Evening Phone	Same as above
City/Zip	Oakridge, 97463	Email	T.D148891@gmail.com

Are you under 18 years of age? (circle one)    YES    NO

Current Employer or School	MSL Willamette Pass	Phone	541-345-7669
Education, Work, or Volunteer Experience	univ. of Oregon, B.S. Art Education		
Skills or Certifications	Oregon Drivers License		

**List the hours you are available or prefer:**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
X	/	/	/	X	X	X

**Personal Reference (not related)**

Name	Robin Wilson	Phone	[REDACTED]	Relationship	friend
Address	48575 E. 1st	City/State/Zip	Oakridge	97463	

**Volunteer or Employer Reference**

Name	Tan Hooker	Phone	[REDACTED]	Relationship	Employer
Address	P.O. Box 74	City/State/Zip	Oakridge	97463	

I give my permission for the named references to be contacted either verbally or in writing. I also understand that information obtained will be used only in conjunction with a City of Oakridge volunteer position. All of the information on this application is true to the best of my knowledge.

Signature: Terry DeLoach      Date: 1-10-22  
For Internal Use Only

# Library Board



## City of Oakridge Volunteer Application and Placement Form

Return completed application to: City Administrator, 48318 E 1<sup>st</sup> Street, Oakridge, OR 97463 or [cityadministrator@ci.oakridge.or.us](mailto:cityadministrator@ci.oakridge.or.us)

Name	Andrew Leach	Daytime Phone	[REDACTED]
Address	[REDACTED]	Evening Phone	[REDACTED]
City/Zip	Oakridge OR 97463	Email	PDXLEACH@gmail.com

Are you under 18 years of age? (circle one) YES  NO

Current Employer or School	Unemployed	Phone	
Education, Work, or Volunteer Experience 2 Computer Degrees, B.A. in Psych minor in Religion. 95% of an MSW. Several years of music classes + Accounting.			
Skills or Certifications 30 years of Music training. Several years of electronics. 5 years as a software trainer. Computer graphics, online CD, Woodworking.			

List the hours you are available or prefer:

Sun	Mon	Tue	Wed	Thu	Fri	Sat
ANY	Any	Any	Any	Any	Any	Any

### Personal Reference (not related)

Name	Jessica Atkins	Phone	[REDACTED]	Relationship	Friend
Address	[REDACTED]		City/State/Zip	Westfir, OR	

### Volunteer or Employer Reference

Name	Lorraine Weers	Phone	[REDACTED]	Relationship	ex-coworker
Address	[REDACTED]		City/State/Zip	Portland, OR	

I give my permission for the named references to be contacted either verbally or in writing. I also understand that information obtained will be used only in conjunction with a City of Oakridge volunteer position. All of the information on this application is true to the best of my knowledge.

Signature:   
For Internal Use Only

Date: 1/19/22