



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff

1115 Jackson Street SE, Albany, OR 97322

Phone: 541-967-3950

www.linnsheriff.org

MEMORANDUM

To: Linn County Board of Commissioners

From: Captain Ted Langley

Date: Feb 8, 2022

Re: Resolution and Order 2022-051 (amending 2020-331)

Resolution and Order 2022-051 represents the first amendment to the negotiated contract between SUMMIT Food Services and Linn County.

The amendment before you, represents the first CPI increase exercised by SUMMIT Food Services and is one half (1/2) of the CPI, All Urban Consumers, National Average Unadjusted, Food Away From Home rate in October 2021, 2.65%. This increase was previously negotiated in R&O 2020-331, but the amount of the increase was obviously unknown at that time.



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Room 114, Linn County Courthouse
PO 100 Box, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060, www.co.linn.or.us

TO: Board of Commissioners
FROM: Alyssa Boles 
DATE: February 8, 2022
RE: Planning and Building Department Update: February 8, 2022

The attached tables include the Department's current FY2021-22 Revenue Summary and Permit Activity Reports through January 31, 2022. Also attached with this memorandum is the list of January 2022 land use applications received, an agenda for the February Planning Commission meeting, and a Code Enforcement summary. The February 8, 2022 Department update is summarized below.

- The number of building permits issued for dwellings in January totaled four – Two single family dwellings and two manufactured dwellings. Eight dwelling addition/alteration permits were issued, and six permits for accessory buildings were issued. The total number of building permits issued in January 2022 is a 2% decrease compared to the number of building permits issued in January 2021.
- Land use permits increased from 54 in December 2021 to 74 in January 2022. The total number of land use permits issued in January 2022 is a 10% increase compared to the number of land use permits issued in January 2021.
- The Department has so far waived approximately \$102,000 in fees for permits related to the Wildfire Recovery. One new wildfire dwelling permit was issued in January. Total Permit Fee Waivers:
 - Single-family Dwellings: 18
 - Manufactured Homes: 15
 - Multi-Family Dwelling: 2
 - Electrical Services: 40
 - Temporary RV Permits: 19
- Planning Commission Meeting: February 8, 2022
 - PLN-2021-00586: An application by Julie Moore to change the zoning designation on a 0.60-acre property from Urban Growth Area – Rural Commercial (UGA-RCM) to Urban Growth Area – Rural Residential – One Acre Minimum (UGA-RR-1). This matter is scheduled to be heard by the Board on February 22, 2022 at 10:15 am.
 - PLN-2021-00580: An application by Cecilia Schiedler for a conditional use permit to operate a commercial dog grooming and boarding kennel on a 5.0-acre property zoned Exclusive Farm Use (EFU).
 - PLN-2021-00644: Applications by Manny and Amber Kurtz for a partition and easement review on an 11.01-acre property zoned Rural Residential (RR-5).
- Accela Permitting System
 - Department staff was able to accept and issue permits through Accela during the time the County systems were shut down due to the ransomware attack. Staff worked quickly to make sure inspections could still be scheduled and completed, that permits could be submitted and processed, and that the public could access the Citizen Access portal.
- The Department held a quarterly Contract City meeting in January in the Courthouse basement meeting room. Topics discussed included permit fee schedules and code enforcement within cities.



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Room 114, Linn County Courthouse
PO Box 100, Albany, Oregon 97321
Phone 541-967-3816 Fax 541-926-2060
www.co.linn.or.us

Estimate of Annual Revenues From Fees
Fiscal Year 2021-2022
Planning and Building Department
January 2022

<u>REVENUE SOURCE</u>	(1) YTD REVENUE
Building Permits -- County, Permits & Sales	\$416,503.27
C.E.T Administrative Fees	\$4,204.52
Building Permits -- Contract Cities	\$346,953.74
Electrical Permits	\$159,089.10
Planning Fees	\$145,234.75
	<hr/>
TOTAL	\$1,071,985.38

<u>REVENUE SOURCE</u>	(2) ESTIMATED REVENUE Feb '22 - June '22	(3) TOTAL REVENUE ESTIMATED Column (1) + Column (2)
Building Permits -- County	\$425,000.00	\$841,503.27
C.E.T Administrative Fees	\$625.00	\$4,829.52
Building Permits -- Contract Cities	\$175,000.00	\$521,953.74
Electrical Permits	\$105,000.00	\$264,089.10
Planning Fees	\$105,000.00	\$264,089.10
	<hr/>	<hr/>
TOTAL	\$810,625.00	\$1,896,464.73

<u>REVENUE SOURCE</u>	(4) 2020/2021 Budget	(5) Projected Surplus or (Deficit) Column (3) - Column (4)
Building Permits -- County, Permits & Sales	\$1,015,000.00	(\$173,496.73)
C.E.T Administrative Fees	\$1,500.00	\$3,329.52
Building Permits -- Contract Cities	\$420,000.00	\$101,953.74
Electrical Permits	\$250,000.00	\$14,089.10
Planning Fees	\$250,000.00	\$14,089.10
	<hr/>	<hr/>
TOTAL	\$1,936,500.00	(\$40,035.27)

PLANNING AND BUILDING DEPARTMENT PERMIT ACTIVITY TABLES
January 2022

TABLE 1
PERMITS ISSUED FY 2021/2022

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	76	91	141	172	480
AUG	84	120	28	180	412
SEPT	90	86	55	177	408
OCT	68	117	43	158	386
NOV	40	81	32	152	305
DEC	54	80	74	117	325
JAN	74	84	18	126	302
FEB					
MAR					
APR					
MAY					
JUN					
TOTAL	486	659	391	1,082	2,618

TABLE 2
PERMITS ISSUED FY 2020/2021

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	77	138	101	167	483
AUG	100	180	114	153	547
SEPT	68	148	81	158	455
OCT	77	147	40	198	462
NOV	78	98	34	152	362
DEC	77	111	63	146	397
JAN	67	86	46	155	354
FEB	66	73	31	184	354
MAR	80	111	120	180	491
APR	72	97	49	162	380
MAY	89	110	15	190	404
JUN	78	119	52	177	426
TOTAL	929	1,418	746	2,022	5,115

TABLE 3
PERMITS ISSUED FY 2019/2020

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	79	195	76	190	540
AUG	85	176	65	170	496
SEPT	84	158	96	144	482
OCT	59	166	132	158	515
NOV	78	138	59	148	423
DEC	74	164	65	151	454
JAN	74	120	116	132	442
FEB	45	108	111	126	390
MAR	93	173	93	134	493
APR	68	144	88	184	484
MAY	74	140	57	162	433
JUN	74	134	80	160	448
TOTAL	887	1,816	1,038	1,859	5,600

TABLE 4
SINGLE-FAMILY DWELLING PERMITS ISSUED
COUNTY

	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	11		10		6		12		10		3	
AUG	9		7		11		4		10		9	
SEPT	7	27	11	28	9	26	5	21	5	25	12	24
OCT	5		8		8		9		5		13	
NOV	6		9		2		2		3		5	
DEC	4	15	7	24	5	15	5	16	9	17	3	21
JAN	1		9		5		4		3		2	
FEB	2		1		3		6		6			
MAR	6	9	6	16	4	12	14	24	8	17		2
APR	9		6		4		10		8			
MAY	3		5		6		4		6			
JUN	8	20	7	18	11	21	8	22	5	19		0
TOTAL	71		86		74		83		78		47	

TABLE 5
MANUFACTURED DWELLING PERMITS ISSUED
COUNTY

	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	6		4		5		11		5		6	
AUG	2		2		2		6		8		5	
SEPT	4	12	3	9	7	14	6	23	6	19	4	15
OCT	5		6		8		4		8		3	
NOV	2		2		3		7		14		2	
DEC	6	13	2	10	3	14	7	18	10	32	4	9
JAN	0		5		6		4		2		2	
FEB	3		4		5		1		4			
MAR	2	5	5	14	6	17	3	8	4	10		2
APR	5		3		7		3		5			
MAY	5		5		2		4		2			
JUN	1	11	6	14	4	13	6	13	2	9		0
TOTAL	41		47		58		62		70		26	

TABLE 6
NON-ELECTRICAL PERMITS ISSUED
COUNTY

	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	145		213		174		195		138		91	
AUG	150		167		172		176		180		120	
SEPT	127	422	187	567	160	506	158	529	148	466	86	297
OCT	158		191		175		166		147		117	
NOV	106		167		138		138		98		81	
DEC	152	416	126	484	150	463	164	468	111	356	80	278
JAN	96		145		116		120		86		84	
FEB	108		154		105		108		73			
MAR	140	344	140	439	176	397	173	401	111	270		84
APR	166		140		127		144		97			
MAY	161		158		151		140		110			
JUN	171	498	156	454	163	441	134	418	119	326		0
TOTAL	1,680		1,944		1,807		1,816		1,418		659	

TABLE 7
CONTRACT CITY DWELLING UNIT PERMITS ISSUED
BY FISCAL YEAR

	FY 2021/2022			FY 2020/2021			FY 2019/2020			FY 2018/2019		
	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD
BROWNSVILLE	39			14	1	2	7	1		4	1	1
HALSEY				1						2	1	
HARRISBURG	5		1	5			3	2	2	5	3	
LYONS	3	1		1	1		2			3	1	
MILL CITY	3			11	19	2	9	3		7		
MILLERSBURG	33			48			108			89	2	1
SCIO							1			4		
TANGENT							1			1	1	
TOTAL	83	1	1	80	21	4	131	6	2	115	9	2

TABLE 8
PLANNING SECTION PERMIT ACTIVITY
FY 2021/2022

CURRENT MONTH: January 2022

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Evaluation & Processing	15	1,500.00	180	18,000.00
Variance	6	3,900.00	24	15,600.00
Comprehensive Plan Amendment	0	0.00	0	0.00
Land Use Compatibility Statement	11	825.00	33	2,650.00
Conditional Use	3	3,750.00	18	15,200.00
Home Occupation CU's	0	0.00	3	1,400.00
Medical Hardship CU's	1	500.00	6	3,000.00
PD Partition	1	1,000.00	3	3,000.00
PM Partition	1	350.00	13	4,550.00
Property Line Adjustment	2	700.00	32	13,650.00
Easement	3	1,950.00	13	9,100.00
Appeal	0	0.00	1	250.00
Temp RV/Mfg. Home Placement	1	150.00	3	450.00
Zone Amendment	0	0.00	1	2,000.00
Mortgage Lot	0	0.00	0	0.00
Non-conforming Use Alteration	0	0.00	2	1,750.00
Step 1 - Soil Review	0	0.00	19	6,650.00
Agricultural Bldg Review	24	3,600.00	71	10,650.00
Dwelling/Property Status/SPR	6	1,750.00	46	16,200.00
Measure 49	0	0.00	1	750.00
Extensions	0	0.00	5	500.00
Misc. Applications	0	0.00	8	7,750.00
MONTHLY TOTAL	74	19,975.00	482	133,100.00
SALES REVENUES				
Xerox/Microfilm	2.75			1,368.25
Tapes	0.00			0.00
Maps	0.00			0.00
Comp. Plan/Code/Transportation Books	0.00			0.00
Reports	0.00			0.00
Postage	0.00			0.00
Extensions	375.00			1,350.00
MONTHLY TOTAL		377.75		2,718.25

TABLE 9
BUILDING SECTION PERMIT ACTIVITY
FY 2021/2022

CURRENT MONTH: January 2022

DESCRIPTION	MONTHLY TOTALS		YEAR TODATE TOTALS	
	NUMBER	FEES	NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	2	2,680.75	47	85,210.75
Manufactured Homes	2	868.00	26	10,778.00
Prefab. Buildings	0	0.00	0	0.00
Additions/Alterations	8	3,338.00	71	25,511.75
Accessory Buildings	6	2,674.25	61	36,159.00
SUBTOTALS	18	9,561.00	205	157,659.50
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	1	260.00	17	15,435.73
Public	0	0.00	5	1,570.00
Additions/Alterations	0	0.00	0	0.00
Transaction Fee	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
SUBTOTALS	1	260.00	22	17,005.73
Plumbing	10	2,860.00	145	52,871.53
Mechanical	64	6,111.50	452	53,366.10
SUBTOTALS	74	8,971.50	597	106,237.63
Electrical Permits	126	16,151.00	1079	157,680.10
Master Electrical Permits	0	0.00	3	828.00
SUBTOTALS	126	16,151.00	1,082	158,508.10
Demolition/Decommission	0	0.00	4	430.00
Flood Dev. Evaluation	1	120.00	29	3,480.00
Misc. Permits	1	219.00	17	6,596.15
SUBTOTALS	2	339.00	50	10,506.15
PLAN REVIEWS	22	6,380.20	225	105,693.05
SUBTOTALS	22	6,380.20	225	105,693.05
RAND TOTAL MONT	243	41,662.70	2,181	555,610.16

TABLE 10
CONTRACT CITY PERMIT ACTIVITY
FY 2021/2022

Current Month: January 2022

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	0	0.00	85	83,590.26
Manufactured Homes	0	0.00	1	325.50
Prefab. Buildings	0	0.00	1	256.88
Manufactured Home Parks (NEW)	0	0.00	0	0.00
Multi-Family Dwellings	0	0.00	1	2,717.07
Additions/Alterations	1	313.50	19	3,327.88
Accessory Buildings	0	0.00	19	5,739.71
SUBTOTALS	1	313.50	126	95,957.30
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	0	0.00	3	4,043.25
Prefab. Buildings	0	0.00	2	340.60
Public	1	2,896.00	4	17,430.63
Additions/Alterations	1	436.00	15	5,821.93
SUBTOTALS	2	3,332.00	24	27,636.41
MISC. APPLICATIONS				
Recreational (RV Parks etc.)	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
Miscellaneous Permits	1	1,158.40	12	4,932.32
SUBTOTALS	1	1,158.40	12	4,932.32
Plumbing	5	1,115.00	138	40,239.21
Mechanical	9	948.25	147	28,006.51
SUBTOTALS	14	2,063.25	285	68,245.72
Plan Review	6	2,729.58	109	98,342.35
GRAND TOTAL MONTH	18	9,596.73	447	295,114.10

TABLE 11
COUNTY PERMIT, PLAN CHECK, & MISC REVENUE
BY FISCAL YEAR

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
JULY	96,067.45	277,607.06	100,351.77	113,616.87	77,484.14	82,404.31
AUG	54,060.25	60,044.74	94,947.94	217,461.46	95,732.23	88,155.76
SEPT	72,319.65	82,507.11	92,827.37	96,258.43	82,690.70	76,855.24
OCT	70,125.68	50,969.00	107,407.42	101,242.25	79,672.58	89,772.08
NOV	106,583.14	49,975.17	137,029.07	85,188.21	91,665.20	44,033.65
DEC	54,720.47	51,670.88	53,122.43	63,127.55	112,792.14	27,931.62
JAN	26,681.50	91,501.91	51,553.10	67,796.29	76,309.72	23,973.95
FEB	43,104.68	29,949.06	45,337.65	96,198.93	47,947.91	
MAR	51,210.96	67,294.37	97,167.50	117,543.65	69,127.59	
APR	136,748.77	101,894.94	54,328.25	113,700.67	103,850.68	
MAY	74,277.41	56,214.06	80,519.05	90,138.22	61,270.86	
JUN	85,551.59	64,222.51	111,285.80	85,017.44	70,631.10	
TOTAL	871,451.55	983,850.81	1,025,877.35	1,247,289.97	969,174.85	433,126.61

TABLE 12
CONTRACT CITY PERMIT REVENUE
BY FISCAL YEAR

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
JULY	60,604.02	22,271.88	57,425.00	29,344.35	13,059.10	170,862.28
AUG	24,017.51	62,738.52	24,431.30	19,427.50	33,448.35	31,075.46
SEPT	21,122.91	8,881.54	44,166.25	15,595.37	55,466.88	57,223.05
OCT	25,816.61	60,958.22	32,066.76	41,208.37	31,518.40	15,331.99
NOV	47,555.25	25,219.33	137,095.15	70,234.77	9,395.01	28,909.11
DEC	2,543.26	17,739.57	10,453.12	15,984.40	25,222.81	37,232.20
JAN	79,221.38	61,250.12	13,715.27	22,529.94	22,246.17	7,774.24
FEB	21,212.64	1,945.51	0.00	47,698.94	21,535.68	
MAR	7,049.47	16,803.77	12,056.67	55,798.39	63,166.07	
APR	11,145.40	73,926.66	43,351.04	42,504.60	15,948.31	
MAY	22,468.19	0.00	46,751.87	42,346.01	28,446.88	
JUN	37,890.46	11,271.79	50,916.40	32,291.64	64,939.34	
TOTAL	360,647.10	360,547.10	363,006.91	470,213.47	384,393.00	348,408.33

TABLE 13
ELECTRICAL PERMIT REVENUE
BY FISCAL YEAR

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
JULY	23,798.00	30,171.00	23,402.00	22,715.00	12,081.00	19,671.25
AUG	21,360.00	20,715.00	23,683.00	19,484.00	19,901.00	25,964.60
SEPT	21,739.00	22,103.00	22,397.00	17,429.00	22,700.00	25,437.00
OCT	18,694.00	26,937.00	23,642.00	24,222.50	27,020.00	21,763.00
NOV	19,504.00	21,631.00	21,884.00	24,998.00	28,993.70	24,648.71
DEC	34,802.00	23,343.00	18,379.00	18,521.00	30,285.10	17,055.50
JAN	17,876.00	24,335.00	20,631.75	19,702.00	22,736.40	15,145.00
FEB	21,295.00	19,437.00	19,618.00	15,424.63	27,818.25	
MAR	18,083.00	16,880.00	20,288.00	20,688.50	30,391.25	
APR	19,172.00	23,171.00	18,515.00	30,663.00	25,127.50	
MAY	23,010.00	21,664.00	20,815.00	23,846.50	23,393.93	
JUN	23,114.00	21,280.00	20,890.00	22,829.38	29,276.05	
TOTAL	262,447.00	263,047.00	254,144.75	260,523.51	299,724.18	149,685.06

TABLE 14
PLANNING & BUILDING DEPARTMENT
FY 2021/2022 REVENUE AND EXPENDITURES
January 2022

LINE ITEM DESCRIPTION	ADMIN..	PLANNING	BUILDING	ELECTRICAL	BUDGET TOTAL
REVENUE					
PLANNING FEES		145,234.75			145,234.75
ELECTRIC PERMITS				159,089.10	159,089.10
BLDG, MECH, PLUMB PERMITS			284,510.40		284,510.40
MISC. PERMITS & PLAN REVIEW			127,622.87		127,622.87
REIMBURSEMENTS			6,114.24		6,114.24
MISC. (REIMBURSEMENTS)	50,000.00				50,000.00
SALES	4,370.00				4,370.00
CET FEES	4,204.52				4,204.52
CONTRACT CITIES			346,953.74		346,953.74
DEPOSIT SUSPENSE	225.00				225.00
CODE ENFORCEMENT CLEAN UP	0.00				0.00
FEE OVERAGES/SHORTAGES	0.14				0.14
SALE OF COUNTY EQUIPMENT	11,000.00				11,000.00
TOTAL REVENUE	\$69,799.38	\$145,234.75	\$765,201.25	\$159,089.10	\$1,139,324.48
EXPENDITURES PERSONAL SVS					
ELECTRICAL INSPECTOR I					38,108.38
ELECTRICAL INSPECTOR II				29,975.00	29,975.00
BLDG. INSPECTOR II			41,280.00		41,280.00
PLUMBING INSPECTOR I			50,484.00		50,484.00
PLANS EXAMINER II			48,104.00		48,104.00
BLDG INSP-CODE ENF		4,576.60	41,189.40		45,766.00
CODE ENFORCEMENT TECH			22,705.03		22,705.03
OFFICE MANAGER 1	8,448.00		6,336.00	6,336.00	21,120.00
OFFICE SPECIALIST 1	32,272.32				32,272.32
OFFICE SPECIALIST 2	0.00	0.00	0.00	0.00	0.00
OFFICE SPECIALIST 3	807.20	1,210.80	6,054.00		8,072.00
PERMIT CLERK			27,172.53		27,172.53
ASSISTANT PLANNER		23,910.40	5,977.60		29,888.00
ASSOCIATE PLANNER		39,908.00			39,908.00
SENIOR PLANNER		12,857.40	1,428.60		14,286.00
PLANNING MANAGER					37,425.00
BLDG. OFFICIAL	7,500.15		32,500.65	10,000.20	50,001.00
DIRECTOR	40,892.50	24,535.50	12,267.75	4,089.25	81,784.99
TEMPORARY HELP				6,774.80	6,774.80
OVERTIME				0.00	0.00
WAGES	\$89,920.17	\$106,998.70	\$295,499.56	\$57,175.25	\$625,127.05
LONGEVITY PAY	149.23	1,812.11	170.55		2,131.89
CERTIFICATION PAY			0.00		0.00
FRINGE BENEFITS	10,341.65	41,366.59	78,596.52	76,528.20	206,832.96
PAYROLL COSTS	10,886.55	43,546.21	82,737.79	80,560.48	217,731.03
SALARY BENEFITS & ADJ.	0.00	0.00	0.00	0.00	0.00
TOTAL PERSON. SERVICES	\$111,297.60	\$193,723.60	\$457,004.43	\$214,263.93	\$1,051,822.93
MATERIALS & SERVICES					
SUPPLIES	268.47	268.47	1,073.87	1,073.87	2,684.68
PRINT & REPRODUCTION	125.62	376.86	1,004.96	1,004.96	2,512.39
POSTAGE	308.45	4,935.26	308.45	616.91	6,169.08
SUBSCRIPT. & MEMBERSHIP		488.47	1,035.56	429.85	1,953.88
NOTICE & PUBLICATION		1,146.59	1,242.13		2,388.72
COPIER MAIN & USAGE	1,210.89	1,210.89	1,210.89	1,210.89	4,843.57
P.C.'S, ACCESS., SOFTWARE	0.00	0.00	0.00	0.00	0.00
SCHOOLS & SEMINARS	2,892.05				2,892.05
MEETINGS/TRAVEL	266.07				266.07
TELEPHONE	171.92	1,375.37	859.61	1,031.53	3,438.43
VISA BANK CHARGES		1,951.71	7,806.84		9,758.55
REPAIRS & MAINTENANCE	2.14	46.01	26.75	32.10	107.00
COMPUTER SUPPLIES & EQUIP	810.78	810.78	810.78	810.78	3,243.10
REFUNDS		2,359.43	3,601.23	248.36	6,209.02
OTHER CONTRACTED SERVICES			0.00		0.00
TOTAL MAT. & SERVICES	\$6,056.39	\$14,969.83	\$18,981.07	\$6,459.25	\$46,466.54
CAPITAL OUTLAY					
MOTOR VEHICLE			24,600.32		24,600.32
SPECIAL EQUIP. (SIERRA)					0.00
TOTAL CAPITAL OUTLAY	\$0.00	\$0.00	\$24,600.32	\$0.00	\$24,600.32
TOTAL EXPENDITURES	\$117,353.99	\$208,693.43	\$475,985.50	\$220,723.17	\$1,122,889.79
LESS REVENUE	\$69,799.38	\$145,234.75	\$765,201.25	\$159,089.10	\$1,139,324.48
GEN. FUND EXPENDITURES	\$47,554.61	\$63,458.68	(\$289,215.75)	\$61,634.07	(\$16,434.69)



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Room 114, Linn County Courthouse
PO 100 Box, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060, www.co.linn.or.us

WILDFIRE RECOVERY PERMITS AND FEE WAIVERS

Permit Type	Total 2020	Total 2021	Total 2022	Grand Total: January 31, 2022
County Building Permits				
Replace Single-family Dwelling	3	14	0	17
Repair Single-family Dwelling	0	0	0	0
Replace/Repair Manufactured Home	1	7	1	9
Total Permits	4	21	1	26
Total County Building Fees Waived	\$10,668	\$64,127	\$489	\$75,284
Contract City Dwelling Permits				
Lyons	0	0	0	0
Mill City	1	9	0	10
Total Permits	1	9	0	10
Total City Building Fees Waived	\$2,851	\$15,430	\$0	\$18,281
Electrical Permits				
Total Permits	0	24	0	24
Total Electrical Fees Waived	\$0	\$6,024	\$0	\$6,024
Land Use Permits				
Total Permits	15	2	0	17
Total Land Use Fees Waived	\$2,250	\$300	\$0	\$2,550
Total Fees Waived				
	\$9,823	\$85,881	\$489	\$102,139

**Linn County Planning & Building
Land Use Applications Tracking Sheet
January 2022**

DATE	FILE # & NAME	PLANNER	STATUS
1/3/2022	PLN-2022-00001; BONSANTI, William & Wilma (CU)	Jennifer	Approved
1/3/2022	PLN-2022-00002; HIGHBERGER, Janet & FLOTZ, Charlene (PLA)	Ashley	Pending
1/4/2022	PLN-2021-00003; JUNG, Chloanne & Jason (E)	Ashley	Pending
1/7/2022	PLN-2021-00007; KROPF, Jonathan (RD)	Jennifer	Approved
1/10/2022	PLN-2021-00008; MORGAN, Phillip (V)	Jennifer	Notice
1/10/2022	PLN-2022-00009; TRUEX, Wade (RD)	Ashley	Pending
1/10/2022	PLN-2022-00010; MANGRUM, Billy Joe (V)	Ashley	Pending
1/11/2022	PLN-2022-00017; WHITE, Diana (RD)	Ashley	Pending
1/11/2022	PLN-2022-00018; SCHREPFER, David & Nancy (V)	Jennifer	Notice
1/13/2022	PLN-2022-00024; WARNER, Shona (LUC)	Ashley	Approved
1/14/2022	PLN-2022-00025; KNIFE RIVER (LUC)	Alyssa	Approved
1/14/2022	PLN-2022-00026; CELLCO (LUC)	Alyssa	Approved
1/14/2022	PLN-2022-00027; CELLCO (LUC)	Alyssa	Approved
1/14/2022	PLN-2022-00028; CELLCO (LUC)	Alyssa	Approved
1/14/2022	PLN-2022-00029; CELLCO (LUC)	Alyssa	Approved
1/14/2022	PLN-2022-00031; CELLCO (LUC)	Alyssa	Approved
1/14/2022	PLN-2022-00032; CELLCO (LUC)	Alyssa	Approved
1/18/2022	PLN-2022-00034; UDELL ENGINEERING (PLA)	Jennifer	Approved
1/20/2022	PLN-2022-00039; NW PIPELINE LLC (LUC)	Alyssa	Approved
1/22/2022	PLN-2022-00041; NELSON, Joyce (Temp RV)	Alyssa	Approved
1/24/2022	PLN-2022-00042; DOUKAS, Chris & Emily (V)	Jennifer	Pending
1/24/2022	PLN-2022-00043; DOUKAS, Chris & Emily (RD)	Jennifer	Incomplete
1/25/2022	PLN-2022-00045; STROM, Traivs & Kristie (V)	Ashley	Pending
1/25/2022	PLN-2022-00063; ZEHR, Paul (EP)	Jennifer	Incomplete
1/26/2022	PLN-2022-00065; SBA MONARCH TOWERS (SPR)	Ashley	Pending

**Linn County Planning & Building
Land Use Applications Tracking Sheet
January 2022**

[illegible]



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Room 114, Linn County Courthouse
PO Box 100, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060, www.co.linn.or.us

AGENDA

February 8, 2022; 7:00 pm

Linn County Planning Commission
Old Armory Building, George Miller Room B
(Corner of 4th Avenue and Lyon Street, Albany, Oregon)

Call to Order

Approval of Minutes of November 9, 2021

Cases Scheduled for Hearing:

- PLN-2021-00586:** An application by Julie Moore to change the zoning designation on a 0.60-acre property from Urban Growth Area – Rural Commercial (UGA-RCM) to Urban Growth Area – Rural Residential – One Acre Minimum (UGA-RR-1). The property is located at 333 Crowfoot Road, at the south corner of the intersection of Cascade Drive, Crowfoot Road, and Central Avenue; and abuts the city limits of Lebanon. The property is identified in Linn County Assessor records as T12S, R02W, Section 23D, Tax Lot 8500.
- PLN-2021-00580:** An application by Cecilia Schiedler for a conditional use permit to operate a commercial dog grooming and boarding kennel on a 5.0-acre property in the Exclusive Farm Use (EFU) zoning district. The property is identified as T11S, R04W, Section 14A, Tax Lot 1700, and is located at 36100 Riverside Drive SW, approximately 0.25 miles west of the city limits of Albany.
- PLN-2021-00644:** Applications by Manny and Amber Kurtz for a partition and easement review on property zoned Rural Residential (RR-5). The applicants propose to partition an 11.01-acre parcel into one, 5.84-acre parcel and one, 5.17-acre parcel. Applicants also propose to modify an existing variable width easement to provide access to proposed Parcel 2. The property is located at 30356 Butte Creek Road, on the south side of Butte Creek Road, approximately 0.90 miles south of the intersection of Butte Creek Road and Rock Hill Drive, and approximately 2.48 miles southwest of the city limits of Lebanon (T13S, R02W, Section 4B, Tax Lot 2200).

Other Business

General Discussion

Adjournment

CODE ENFORCEMENT

January 2022 Statistics

New Cases Received	Jan-22	11
Cases by Category	OCCUPIED RVS (RV)	1
	ILLEGAL BUSINESS (IB)	
	JUNK (J)	3
	MARIJUANA GROW (MJ)	
	DRAINAGE(D)	4
	NEIGHBOR DISPUTE (ND)	
	CONSTRUCTION W/O PERMITS (UP)	3
	MULTIPLE DWELLINGS (MD)	
	LIVESTOCK (LS)	
	EASEMENT €	
	MEDICAL HARSHIP (MH)	
	(Some files have multiple categories)	
Total new cases for January 2022		11

Cases Closed	Jan-22	4
--------------	--------	---

Highlighted Case

Code Enforcement inspected 5 dilapidated buildings on a block of properties in Mill City that are adjacent to a school. The buildings are accessible through open doors and broken windows and there is construction debris and household items scattered around the area. An Initial Notice to Abate was issued to the property owner to board up the windows and doors, clean up the junk and fence off the buildings to prevent further access.

Special Meetings

1/13/2022 Crabtree Neighborhood Watch meeting where updates were given regarding code enforcement action on certain properties in that community. The participants also discussed continuing to hold monthly meetings or change to every 2 months instead. The general consensus was to change to every 2 months so the next meeting will be in March.

1/25/2022 Quartley Contract City meeting held at the Linn County Courthouse where the participants discussed items of interest, like the fee schedule for permits, and were also able to meet with code enforcement in person for the first time.

Court Cases

1/18/2022 On River Road in Lebanon: A citation had been issued for excessive vehicles and junk. The defendant failed to clean up the property in the time frame in his compliance agreement, leading to a conviction resulting in a fine and court costs.

On Sunny Valley in Sweet Home: Citations issued for 3 occupied RVs were dismissed because the defendants moved from the property. Another citation on the same property for excessive junk was continued for 2 months to allow the property owner time to clean up.



REQUEST FOR REFUND
OVER \$1,000

RECEIVED
JAN 21 REC'D
Linn Co, Treasurer

A refund for **1,000 or more** must have the signature of the **Linn County Board of Commissioners.**

DATE 1/20/2022 DEPARTMENT 24 - Planning & Building

REQUESTED BY Cordle Construction
Name

38743 Scrael Hill Road
Address

Albany, OR 97322
City Zip Code

PLEASE RETURN REFUND CHECK TO DEPARTMENT FOR MAILING: YES X NO

REFUND AMOUNT \$ 3,252.15 ACCOUNT NO. 2410 - 6695

EXPLANATION OF REFUND Full refund of permit for replacement duplex. Dwelling was
destroyed in 2020 wildfires and charged by mistake.

VERIFIED & AUTHORIZED BY 
Department Official

LINN COUNTY TREASURER'S INITIALS REQUIRED FOR REFUND 

Dated this _____ day of _____, 20__.

LINN COUNTY BOARD OF COMMISSIONERS

Chairman

Commissioner

Commissioner

COPY



Linn County Road Department

*Providing safe and efficient transportation to
citizens and visitors of Linn County.*

Memorandum

Date: 2/3/2022

To: Linn County Board of Commissioners

From: Wayne Mink, Roadmaster *WEM*

RE: Background Information for Agenda Items – 2/8/2022

The Road Department has the following items on the Board of Commissioners agenda for the weekly meeting on February 8, 2022. The following is a brief description of the items.

Resolution & Order 2022-036 – Seven Mile Lane Improvement Project, Amendment 01

This is Amendment 01 to the intergovernmental agreement between Linn County and the State of Oregon, Department of Transportation for the Seven Mile Lane Improvement Project. This amendment extends the agreement to December 2025 and corrects a typographical error.

Resolution & Order 2022-037 – North River Drive (CR 0035) Improvement Project, Amendment 01

This is Amendment 01 to the Memorandum of Agreement between Linn County and the Federal Highway Administration, Western Federal Lands Highway Division for the North River Drive Improvement Project. This amendment extends the agreement to December 2024 and updates the Federal Program Manager contact.

We request your approval.



LINN COUNTY PROPERTY MANAGEMENT

104 SW 4th Avenue Albany, Oregon 97321

Phone: (541) 967-3807

Date: February 8, 2022

To: Board of Commissioners

From: Rachel Adamec, Real Property Program Manager

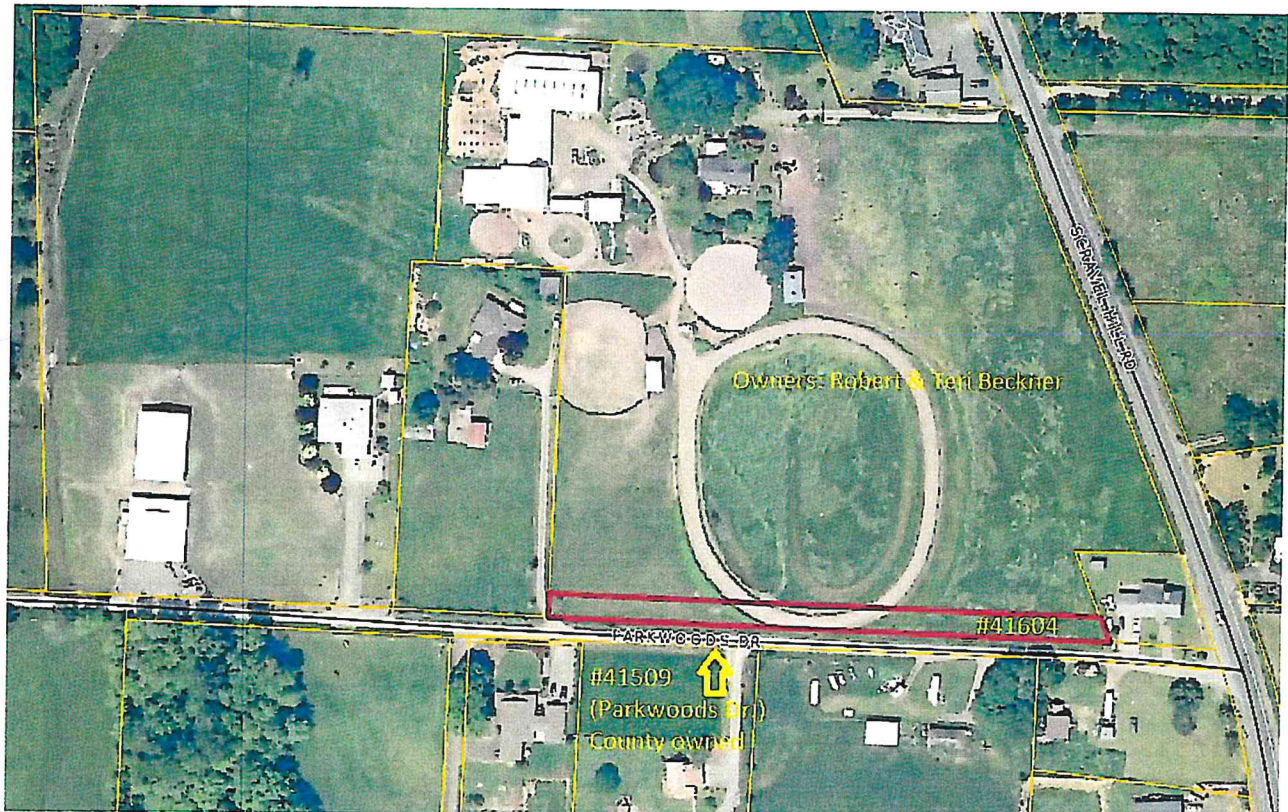
RE: Sealed Bid – Property Account #41604

Purchase Offers – Property Account #928182

Continued Discussion of the Sweet Home Mill Site Sealed Bids from February 1st

1. Sealed Bid – Property Account #41604

Property Management reached out to the neighboring property owner to encourage the submission of a sealed bid. As you can see from the aerial photo below, this neighbor's track extends onto the county's property.



Property details:

- Size: .49 acres
- RMV: \$750
- Zone: RR-5
- Foreclosure date: 9/17/2002

Property Management has also confirmed that the neighbors have a fence erected within the boundary of county-owned property account #41509 (Parkwoods Dr.).

Recommendation: Property Management recommends the sale of the property. It is not being used for county purposes is a non-buildable strip that only the neighboring property owner could utilize. Additionally, Property Management suggests that the sale be contingent on the removal of the fence from property account #41509.

2. Purchase Offers – Property Account #928182 – 3111 Burdell Blvd., Lebanon, OR

Property details:

- Size: 5.30 acres
- RMV: \$234,000
- Zoned: Industrial
- Foreclosure date: 9/24/2019

The county has received three offers for the property. All prospective buyers have received copies of the environmental reports prepared for the county and are aware that there is no legal access to the property. The offers are attached and summarized below.

- C.A.L., LLC - \$40,000
- BJ Justice - \$65,000
- John Origer, Apex Property Clearing & Recycling LLC - \$20,000

Recommendation: Property Management recommends accepting the highest offer.

3. Continued Discussion of the Sweet Home Mill Site Sealed Bids from February 1st.

Bids received:

- Sweet Home Real Estate Restorations LLC (Joshua Victor) - \$800,000
- Sweet Home Mill Site, LLC (Scott Lepman) - \$450,000

Recommendation: After reviewing the bids with the County Attorney, Property Management recommends accepting the bid from Sweet Home Real Estate Restorations LLC. It is the highest bid. In addition, the bid from Sweet Home Mill Site, LLC was non-compliant, as it was a counteroffer that did not comply with the stated terms of the sealed bid process.

LETTER OF INTENT to Purchase
3111 Burdell RD, Lebanon Oregon

BUYER: C.A.L, LLC

OWNER: Linn County Oregon

PROPERTY: 3111 Burdell RD, Lebanon Oregon
Tax Account# 928182

Purchase Price: \$40,000.00

Buyer Intentions: Buyer to purchase property with the intent starting a gypsum recycling facility and to produce agricultural lime to meet the needs of the area agricultural community. Buyer intends to accomplish four core opportunities for Linn County:

- 1.) Reduce the cost of Disposal to Generators of Drywall Waste
- 2.) Generate a diversion royalty for Linn County
- 3.) Divert Solid Waste from the Landfill
- 4.) Increase the availability of a valuable commodity to the Agriculture Space.

Closing Date: Within 30 days of execution of formal sale agreement.

OWNER OBLIGATIONS: None

REPRESENTATION: Chris Hanson is representing the Buyer in this transaction
541-619-0480
Chris.hanson@kw.com

Digitally signed by:

Christopher Stapleton

(117061)3430428

Christopher Stapleton, CEO

1/19/2022 | 8:54 AM PST

Date

Linn County Board of Commissioners Date

This is a non-binding LETTER OF INTENT. Details of the terms and conditions to be articulated and negotiated by both parties.



1-10-22

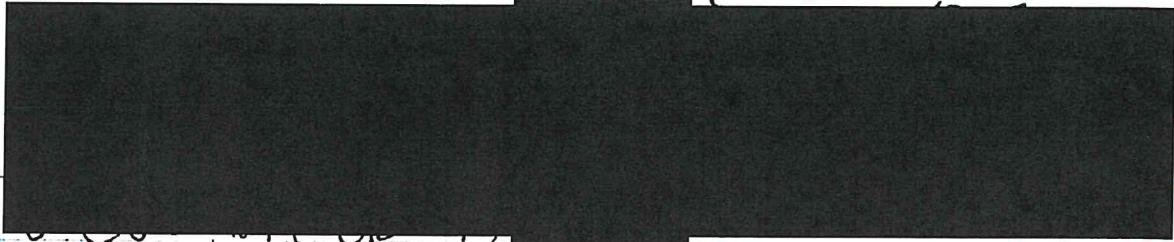
Rachelle Adams

here is my new Cash
offer for the Lebanon
mill property \$65,000⁰⁰
Cash yes i understand

there is alot of clear up
that i am willing to do

on this property
Thank you

Josh & BJ



Adamec, Rachel

From: John Origer <apexpropertyclearing@gmail.com>
Sent: Thursday, December 9, 2021 2:46 PM
To: Adamec, Rachel
Subject: My offer for purchase of 3111 Burdell Blvd

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Rachel,

I would like to make my offer to purchase 3111 Burdell Boulevard, Lebanon OR 97355.
I am offering \$20,000 cash.

I've spoken to Alisha Rogers at the City of Lebanon and she seemed to think my idea of turning the property into the future home of Apex or possibly a new location for Habitat Restore is a good idea. There are some unknowns for future cleanup, access and utility connections (sewer and water). There are some possible grants for cleanup. Also, with residential moving ever closer, Alisha suggested that the property might be re-zoned commercial. So far I have spoken to you, Mark at Linn county Assessors office, Albany & Eastern Railroad and few others.

At this point it would be an investment property until a more solid plan is figured out.

I'm also hoping to retain the existing 8,000 sq ft building on the property. I believe it could have new sheet metal installed and be repurposed. It is under contract for dismantlement next month.

Please let me know if you have any Questions.

Sincerely

John Origer

--
John Origer, Owner, Apex Property Clearing & Recycling LLC
3511 Bernard Ave, Albany, OR 97322
541-905-6451 www.apexpropertyclearing.com
Licensed Contractor in the State of Oregon CCB# 210694