



## LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

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TO: Board of Commissioners  
FROM: Steve Wills, Planning & Building Department Director  
DATE: November 8, 2022  
RE: Planning and Building Department Update: November 2022

The attached tables include the Department's current FY2022-23 Revenue Summary and Permit Activity Reports through October 31, 2022. Also attached with this memorandum is the list of October 2022 land use applications received, a code enforcement summary, and current wildfire permitting reports. The November 2022 Department update is summarized below.

### PLANNING

- Land use permits issued in October 2022 totaled 78.
- There is a Planning Commission Meeting scheduled for November 8, 2022 at 7:00pm.
  - PLN-2022-00526: an application by Robert and Vicki Ward for a Zoning Map amendment on 1.70 acres of the 6.16-acre property. The amendment proposes to change the zoning from Urban Growth Area – Limited Industrial (UGA-LI) to Urban Growth Area – Rural Residential (UGA-RR-2.5).
- There is no land use hearing scheduled before the Board for November 2022.

### BUILDING

- Total building section permits issued in October 2022, including non-structural permits, totaled 309. The number of building permits issued for dwellings in September totaled 8: 7 single family dwellings and 1 manufactured dwelling. 34 permits were issued for dwelling additions/alterations and 2 permits for accessory buildings were issued. Total number of Commercial permits issued totaled 3.
- Total contract city permits issued in October 2022, including non-structural permits, totaled 41. There were 7 contract city permits issued in October for new single-family dwellings and 10 permits were issued for dwelling additions/alterations and 1 permit for accessory buildings were issued. Total number of Commercial permits issued totaled 7.
- The Department has so far waived approximately \$113,381 in fees for permits related to the Wildfire Recovery. No new wildfire dwelling or electrical permits were issued in September.

#### Total Permit Fee Waivers:

- Single-family Dwellings: 22
- Manufactured Homes: 16
- Multi-Family Dwelling: 2
- Electrical Services: 47
- Temporary RV Permits: 19

- DCBS fire hardening
  - To date we have 40 applications submitted
  - 25 applications have been approved and we have paid out a total of \$99,200.
  - 10 have not yet begun rebuilding.
  - 2 are pending payment for a total of \$9,350.
  - 2 are pending inspection
  - 1 has been denied
- ODOE grant program
  - To date there have been 20 applications submitted totaling \$118,000.
  - 8 applications have been approved and paid out a total of \$47,500.
  - 12 applications are in reserve totaling \$61,000.

## **CODE ENFORCEMENT**

- Total new cases for October 2022 were 11.
- Total cases closed in October 2022 were 1.
- Total open cases to date are 170.
- There will be a meeting on November 14, 2022 at 11am to discuss timelines for the cleanup project at 2187 Mill Street in Lebanon.

## **OTHER**

- The quarterly contract Cities meeting was held on October 18, all Contract Cities were represented with the exception of Lyons.
- We had our largest inspection load for a single day since implementing Accela, 78 inspections for one day.
- Rick Goff (building official) has attended several pre-development meetings with Millersburg and Tangent.
- The Legislature awarded Linn County (HB 5006) a \$275,000 grant in response to the 2020 wildfires for the county's building and planning department staffing costs, attached is a copy of the executed contract.



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**Estimate of Annual Revenues From Fees**  
**Fiscal Year 2022-2023**  
**Planning and Building Department**  
**October 2022**

<u>REVENUE SOURCE</u>	(1) YTD REVENUE
Building Permits -- County, Permits & Sales	\$276,590.76
C.E.T Administrative Fees	\$3,373.47
Building Permits -- Contract Cities	\$96,991.47
Electrical Permits	\$97,854.25
Planning Fees	\$69,550.00
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TOTAL	\$544,359.95

<u>REVENUE SOURCE</u>	(2) ESTIMATED REVENUE Sept '22 - June '23	(3) TOTAL REVENUE ESTIMATED Column (1) + Column (2)
Building Permits -- County	\$416,000.00	\$692,590.76
C.E.T Administrative Fees	\$2,500.00	\$5,873.47
Building Permits -- Contract Cities	\$317,000.00	\$413,991.47
Electrical Permits	\$217,000.00	\$314,854.25
Planning Fees	\$212,500.00	\$310,354.25
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TOTAL	\$1,165,000.00	\$1,737,664.20

<u>REVENUE SOURCE</u>	(4) 2021/2022 Budget	(5) Projected Surplus or (Deficit) Column (3) - Column (4)
Building Permits -- County, Permits & Sales	\$499,400.00	\$193,190.76
C.E.T Administrative Fees	\$3,000.00	\$2,873.47
Building Permits -- Contract Cities	\$380,000.00	\$33,991.47
Electrical Permits	\$260,000.00	\$54,854.25
Planning Fees	\$255,000.00	\$55,354.25
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TOTAL	\$1,397,400.00	\$340,264.20



**PLANNING AND BUILDING DEPARTMENT PERMIT ACTIVITY TABLES**  
**October 2022**

**TABLE 1**  
**PERMITS ISSUED FY 2022/2023**

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	49	76	20	113	258
AUG	71	113	51	168	403
SEPT	50	110	35	171	366
OCT	39	109	50	104	302
NOV					
DEC					
JAN					
FEB					
MAR					
APR					
MAY					
JUN					
TOTAL	209	408	156	556	1,329

**TABLE 2**  
**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	71	69	43	163	346
MAR	89	99	47	161	396
APR	77	88	16	164	345
MAY	72	90	28	143	333
JUN	72	86	6	166	330
TOTAL	867	1,091	531	1,879	4,368

**TABLE 3**  
**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 4**  
**SINGLE-FAMILY DWELLING PERMITS ISSUED**  
**COUNTY**

	2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	10		6		12		10		3		3	
AUG	7		11		4		10		9		16	
SEPT	11	28	9	26	5	21	5	25	12	24	3	22
OCT	8		8		9		5		13		7	
NOV	9		2		2		3		5			
DEC	7	24	5	15	5	16	9	17	3	21		7
JAN	9		5		4		3		2			
FEB	1		3		6		6		6			
MAR	6	16	4	12	14	24	8	17	6	14		0
APR	6		4		10		8		8			
MAY	5		6		4		6		13			
JUN	7	18	11	21	8	22	5	19	4	25		0
<b>TOTAL</b>	<b>86</b>		<b>74</b>		<b>83</b>		<b>78</b>		<b>84</b>		<b>29</b>	

**TABLE 5**  
**MANUFACTURED DWELLING PERMITS ISSUED**  
**COUNTY**

	2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	4		5		11		5		6		3	
AUG	2		2		6		8		5		4	
SEPT	3	9	7	14	6	23	6	19	4	15	4	11
OCT	6		8		4		8		3		1	
NOV	2		3		7		14		2			
DEC	2	10	3	14	7	18	10	32	4	9		1
JAN	5		6		4		2		2			
FEB	4		5		1		4		2			
MAR	5	14	6	17	3	8	4	10	6	10		0
APR	3		7		3		5		3			
MAY	5		2		4		2		1			
JUN	6	14	4	13	6	13	2	9	5	9		0
<b>TOTAL</b>	<b>47</b>		<b>58</b>		<b>62</b>		<b>70</b>		<b>43</b>		<b>12</b>	

**TABLE 6**  
**NON-ELECTRICAL PERMITS ISSUED**  
**COUNTY**

	2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	213		174		195		138		91		76	76
AUG	167		172		176		180		120		113	189
SEPT	187	567	160	506	158	529	148	466	86	297	171	360
OCT	191		175		166		147		117		109	393
NOV	167		138		138		98		81			280
DEC	126	484	150	463	164	468	111	356	80	278		109
JAN	145		116		120		86		84			0
FEB	154		105		108		73		69			0
MAR	140	439	176	397	173	401	111	270	99	252		0
APR	140		127		144		97		88			0
MAY	158		151		140		110		90			0
JUN	156	454	163	441	134	418	119	326	86	264		0
<b>TOTAL</b>	<b>1,944</b>		<b>1,807</b>		<b>1,816</b>		<b>1,418</b>		<b>1,091</b>		<b>469</b>	

**TABLE 7**  
**CONTRACT CITY DWELLING UNIT PERMITS ISSUED**  
**BY FISCAL YEAR**

	FY 2022/2023			FY 2021/2022			FY 2020/2021			FY 2019/2020		
	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD
BROWNSVILLE				52	1		14	1	2	7	1	
HALSEY							1					
HARRISBURG				5		1	5			3	2	2
LYONS				3	1		1	1		2		
MILL CITY	8			5		1	11	19	2	9	3	
MILLERSBURG	7			40			48			108		
SCIO										1		
TANGENT										1		
<b>TOTAL</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>105</b>	<b>2</b>	<b>2</b>	<b>80</b>	<b>21</b>	<b>4</b>	<b>131</b>	<b>6</b>	<b>2</b>

**TABLE 8**  
**PLANNING SECTION PERMIT ACTIVITY**  
**FY 2022/2023**

*CURRENT MONTH: October 2022*

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Evaluation & Processing	41	4,100.00	133	13,300.00
Variance	8	2,925.00	18	10,075.00
Comprehensive Plan Amendment	1	3,500.00	1	3,500.00
Land Use Compatibility Statement	5	375.00	18	1,350.00
Conditional Use	2	600.00	14	8,400.00
Home Occupation CU's	2	500.00	2	500.00
Medical Hardship CU's	0	0.00	4	2,000.00
PD Partition	0	0.00	0	0.00
PM Partition	2	700.00	5	1,750.00
Property Line Adjustment	4	1,400.00	13	5,450.00
Easement	0	0.00	5	4,100.00
Appeal	0	0.00	0	0.00
Temp RV/Mfg. Home Placement	0	0.00	0	0.00
Zone Amendment	0	0.00	0	0.00
Mortgage Lot	0	0.00	0	0.00
Non-conforming Use Alteration	0	0.00	0	0.00
Step 1 - Soil Review	1	350.00	3	1,050.00
Agricultural Bldg Review	10	1,500.00	41	6,150.00
Dwelling/Property Status/SPR	1	300.00	14	5,550.00
Measure 49	0	0.00	4	1,700.00
Extensions	1	100.00	2	200.00
Misc. Applications	2	2,100.00	4	3,100.00
MONTHLY TOTAL	80	18,450.00	281	68,175.00
SALES REVENUES				
Xerox/Microfilm	305.50			340.75
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	750.00			1,425.00
MONTHLY TOTAL		1,055.50		1,765.75



**TABLE 9**  
**BUILDING SECTION PERMIT ACTIVITY**  
**FY 2022/2023**

*CURRENT MONTH: October 2022*

DESCRIPTION	MONTHLY TOTALS		YEAR TODATE TOTALS	
	NUMBER	FEES	NUMBER	FEES
<b>RESIDENTIAL</b>				
Single Family Dwelling	7	12,496.25	29	53,023.98
Manufactured Homes	1	434.00	12	6,534.00
Prefab. Buildings	0	0.00	0	0.00
Additions/Alterations	34	16,275.25	110	36,976.60
Accessory Buildings	2	1,422.50	28	16,145.25
<b>SUBTOTALS</b>	<b>44</b>	<b>30,628.00</b>	<b>179</b>	<b>112,679.83</b>
<b>NON-RESIDENTIAL</b>				
Industrial	0	0.00	0	0.00
Commercial	3	789.50	14	9,163.60
Public	0	0.00	0	0.00
Additions/Alterations	0	0.00	0	0.00
Transaction Fee	0	0.00	0	0.00
Misc. Permits	0	0.00	2	346.00
<b>SUBTOTALS</b>	<b>3</b>	<b>789.50</b>	<b>16</b>	<b>9,509.60</b>
Plumbing	21	7,026.75	102	34,625.00
Mechanical	68	7,977.91	259	30,967.85
<b>SUBTOTALS</b>	<b>89</b>	<b>15,004.66</b>	<b>361</b>	<b>65,592.85</b>
Electrical Permits	173	28,560.75	625	97,530.75
Master Electrical Permits	0	0.00	1	237.50
<b>SUBTOTALS</b>	<b>173</b>	<b>28,560.75</b>	<b>626</b>	<b>97,768.25</b>
Demolition/Decommission	0	0.00	4	520.00
Flood Dev. Evaluation	16	2,280.00	28	3,720.00
Misc. Permits	4	1,457.25	5	1,615.65
<b>SUBTOTALS</b>	<b>20</b>	<b>3,737.25</b>	<b>37</b>	<b>5,855.65</b>
PLAN REVIEWS	49	21,204.93	181	60,243.89
<b>SUBTOTALS</b>	<b>49</b>	<b>21,204.93</b>	<b>181</b>	<b>60,243.89</b>
<b>RAND TOTAL MONT</b>	<b>378</b>	<b>99,925.09</b>	<b>1,400</b>	<b>351,650.07</b>

**TABLE 10**  
**CONTRACT CITY PERMIT ACTIVITY**  
**FY 2022/2023**

*Current Month: October 2022*

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	7	8,403.19	15	16,871.26
Manufactured Homes	0	0.00	0	0.00
Prefab. Buildings	0	0.00	0	0.00
Manufactured Home Parks (NEW)	0	0.00	0	0.00
Multi-Family Dwellings	0	0.00	0	0.00
Additions/Alterations	10	2,396.25	23	6,384.53
Accessory Buildings	1	256.00	3	1,041.81
SUBTOTALS	18	11,055.44	41	24,297.60
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	7	5,771.81	19	15,444.21
Prefab. Buildings	0	0.00	0	0.00
Public	0	0.00	1	1,505.81
Additions/Alterations	0	0.00	2	746.44
SUBTOTALS	7	5,771.81	22	17,696.46
MISC. APPLICATIONS				
Recreational (RV Parks etc.)	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
Miscellaneous Permits	2	2,862.30	5	3,236.82
SUBTOTALS	2	2,862.30	5	3,236.82
Plumbing	17	4,997.25	37	9,758.21
Mechanical	25	3,034.88	72	6,762.48
SUBTOTALS	42	8,032.13	109	16,520.69
Plan Review	28	14,196.81	77	37,278.22
GRAND TOTAL MONTH	69	41,918.49	177	99,029.79

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

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
JULY	277,607.06	100,351.77	113,616.87	77,484.14	82,404.31	37,173.04
AUG	60,044.74	94,947.94	217,461.46	95,732.23	88,155.76	109,773.60
SEPT	82,507.11	92,827.37	96,258.43	82,690.70	76,855.24	153,168.78
OCT	50,969.00	107,407.42	101,242.25	79,672.58	89,772.08	
NOV	49,975.17	137,029.07	85,188.21	91,665.20	44,033.65	
DEC	51,670.88	53,122.43	63,127.55	112,792.14	27,931.62	
JAN	91,501.91	51,553.10	67,796.29	76,309.72	23,973.95	
FEB	29,949.06	45,337.65	96,198.93	47,947.91	48,470.08	
MAR	67,294.37	97,167.50	117,543.65	69,127.59	69,694.82	
APR	101,894.94	54,328.25	113,700.67	103,850.68	51,810.69	
MAY	56,214.06	80,519.05	90,138.22	61,270.86	71,863.53	
JUN	64,222.51	111,285.80	85,017.44	70,631.10	81,621.33	
<b>TOTAL</b>	<b>983,850.81</b>	<b>1,025,877.35</b>	<b>1,247,289.97</b>	<b>969,174.85</b>	<b>756,587.06</b>	<b>300,115.42</b>

**TABLE 12**  
**CONTRACT CITY PERMIT REVENUE**  
**BY FISCAL YEAR**

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
JULY	22,271.88	57,425.00	29,344.35	13,059.10	170,862.28	14,481.91
AUG	62,738.52	24,431.30	19,427.50	33,448.35	31,075.46	31,190.65
SEPT	8,881.54	44,166.25	15,595.37	55,466.88	57,223.05	73,272.39
OCT	60,958.22	32,066.76	41,208.37	31,518.40	15,331.99	96,991.47
NOV	25,219.33	137,095.15	70,234.77	9,395.01	28,909.11	
DEC	17,739.57	10,453.12	15,984.40	25,222.81	37,232.20	
JAN	61,250.12	13,715.27	22,529.94	22,246.17	7,774.24	
FEB	1,945.51	0.00	47,698.94	21,535.68	65,052.25	
MAR	16,803.77	12,056.67	55,798.39	63,166.07	10,334.59	
APR	73,926.66	43,351.04	42,504.60	15,948.31	4,034.30	
MAY	0.00	46,751.87	42,346.01	28,446.88	10,696.30	
JUN	11,271.79	50,916.40	32,291.64	64,939.34	16,133.37	
<b>TOTAL</b>	<b>363,006.91</b>	<b>360,547.10</b>	<b>363,006.91</b>	<b>470,213.47</b>	<b>454,659.14</b>	<b>215,936.42</b>

**TABLE 13**  
**ELECTRICAL PERMIT REVENUE**  
**BY FISCAL YEAR**

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
JULY	30,171.00	23,402.00	22,715.00	12,081.00	19,671.25	15,285.25
AUG	20,715.00	23,683.00	19,484.00	19,901.00	25,964.60	26,629.75
SEPT	22,103.00	22,397.00	17,429.00	22,700.00	25,437.00	70,695.75
OCT	26,937.00	23,642.00	24,222.50	27,020.00	21,763.00	97,854.25
NOV	21,631.00	21,884.00	24,998.00	28,993.70	24,648.71	
DEC	23,343.00	18,379.00	18,521.00	30,285.10	17,055.50	
JAN	24,335.00	20,631.75	19,702.00	22,736.40	15,145.00	
FEB	19,437.00	19,618.00	15,424.63	27,818.25	23,627.25	
MAR	16,880.00	20,288.00	20,688.50	30,391.25	23,675.50	
APR	23,171.00	18,515.00	30,663.00	25,127.50	26,044.50	
MAY	21,664.00	20,815.00	23,846.50	23,393.93	20,205.25	
JUN	21,280.00	20,890.00	22,829.38	29,276.05	25,005.50	
<b>TOTAL</b>	<b>271,667.00</b>	<b>263,047.00</b>	<b>260,523.51</b>	<b>299,724.18</b>	<b>268,243.06</b>	<b>210,465.00</b>



TABLE 14  
PLANNING & BUILDING DEPARTMENT  
FY 2022/2023 REVENUE AND EXPENDITURES  
October 2022

LINE ITEM DESCRIPTION	ADMIN..	PLANNING	BUILDING	ELECTRICAL	BUDGET TOTAL
<b>REVENUE</b>					
PLANNING FEES		49,025.00			69,550.00
ELECTRIC PERMITS				70,695.75	97,854.25
BLDG, MECH, PLUMB PERMITS			137,697.25		185,534.41
MISC. PERMITS & PLAN REVIEW			54,560.09		89,060.60
REIMBURSEMENTS			1,038.08		1,038.08
MISC. (REIMBURSEMENTS)	0.00				0.00
SALES	332.75				1,995.75
CET FEES	3,373.47				3,373.47
CONTRACT CITIES			73,272.39		96,991.47
DEPOSIT SUSPENSE	0.00				0.00
CODE ENFORCEMENT CLEAN UP	50.00				50.00
FEE OVERAGES/SHORTAGES	3,225.55				573.38
SALE OF COUNTY EQUIPMENT	0.00				0.00
<b>TOTAL REVENUE</b>	<b>\$6,881.77</b>	<b>\$49,025.00</b>	<b>\$266,567.81</b>	<b>\$70,695.75</b>	<b>\$545,921.41</b>
<b>EXPENDITURES PERSONAL SVS</b>					
ELECTRICAL INSPECTOR I			29,931.00		29,931.00
ELECTRICAL INSPECTOR II				15,776.25	15,776.25
BLDG. INSPECTOR II			25,555.00		25,555.00
PLUMBING INSPECTOR I			29,931.00		29,931.00
PLANS EXAMINER II			6,872.00		6,872.00
BLDG INSP-CODE ENF		2,075.86	18,682.73		20,758.59
CODE ENFORCEMENT TECH			18,584.79		18,584.79
OFFICE MANAGER 1	0.00		0.00	0.00	0.00
OFFICE SPECIALIST 1	14,534.77				14,534.77
OFFICE SPECIALIST 2	0.00	0.00	0.00	0.00	0.00
OFFICE SPECIALIST 3	1,061.70	1,592.55	7,962.75		10,617.00
PERMIT CLERK			15,392.44		15,392.44
ASSISTANT PLANNER		19,364.36	4,841.09		24,205.45
ASSOCIATE PLANNER		0.00			0.00
SENIOR PLANNER		0.00	0.00		0.00
PLANNING MANAGER					32,960.00
BLDG. OFFICIAL	4,553.85		19,733.35	6,071.80	30,359.00
DIRECTOR	12,360.00	7,416.00	3,708.00	1,236.00	24,720.00
TEMPORARY HELP				2,880.00	2,880.00
OVERTIME				0.00	0.00
<b>WAGES</b>	<b>\$32,510.32</b>	<b>\$30,448.77</b>	<b>\$151,263.15</b>	<b>\$25,964.05</b>	<b>\$303,077.29</b>
<b>LONGEVITY PAY</b>	<b>14.42</b>	<b>175.10</b>	<b>16.48</b>		<b>206.00</b>
<b>LEAD WORKER</b>	<b>140.60</b>				<b>140.60</b>
<b>CERTIFICATION PAY</b>			0.00		<b>0.00</b>
<b>FRINGE BENEFITS</b>	<b>4,793.24</b>	<b>19,172.95</b>	<b>36,428.60</b>	<b>35,469.95</b>	<b>95,864.74</b>
<b>PAYROLL COSTS</b>	<b>5,651.90</b>	<b>22,607.61</b>	<b>42,954.46</b>	<b>41,824.07</b>	<b>113,038.04</b>
<b>SALARY BENEFITS &amp; ADJ.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL PERSON. SERVICES</b>	<b>\$43,110.48</b>	<b>\$72,404.43</b>	<b>\$230,662.69</b>	<b>\$103,258.08</b>	<b>\$512,326.67</b>
<b>MATERIALS &amp; SERVICES</b>					
SUPPLIES	281.48	281.48	1,125.90	1,125.90	2,814.75
PRINT & REPRODUCTION	32.84	98.53	262.74	262.74	656.85
POSTAGE	99.46	1,591.34	99.46	198.92	1,989.18
SUBSCRIPT. & MEMBERSHIP		84.54	179.22	74.40	338.16
NOTICE & PUBLICATION		0.00	0.00		0.00
COPIER MAIN & USAGE	420.01	420.01	420.01	420.01	1,680.02
AVOCETTE SOFTWARE					31,421.25
P.C.'S, ACCESS., SOFTWARE	0.00	0.00	0.00	0.00	0.00
SCHOOLS & SEMINARS	1,383.50				1,383.50
MEETINGS/TRAVEL	298.53				298.53
TELEPHONE	113.51	908.10	567.57	681.08	2,270.26
VISA BANK CHARGES		1,471.20	5,884.79		7,355.99
REPAIRS & MAINTENANCE	4.93	106.00	61.63	73.95	246.50
COMPUTER SUPPLIES & EQUIP	369.52	369.52	369.52	369.52	1,478.08
CELL PHONE ALLOCATION					120.00
REFUNDS		1,449.09	2,211.77	152.54	3,813.40
TAXABLE MEALS REIMBURSEMENT					19.50
OTHER CONTRACTED SERVICES			0.00		0.00
<b>TOTAL MAT. &amp; SERVICES</b>	<b>\$3,003.77</b>	<b>\$6,779.80</b>	<b>\$11,182.60</b>	<b>\$3,359.04</b>	<b>\$55,885.97</b>
<b>CAPITAL OUTLAY</b>					
MOTOR VEHICLE			0.00		0.00
SPECIAL EQUIP. (SIERRA)					0.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$46,114.25</b>	<b>\$79,184.23</b>	<b>\$241,845.29</b>	<b>\$106,617.12</b>	<b>\$568,212.64</b>
<b>LESS REVENUE</b>	<b>\$6,881.77</b>	<b>\$49,025.00</b>	<b>\$266,567.81</b>	<b>\$70,695.75</b>	<b>\$545,921.41</b>
<b>GEN. FUND EXPENDITURES</b>	<b>\$39,232.48</b>	<b>\$30,159.23</b>	<b>(\$24,722.52)</b>	<b>\$35,921.37</b>	<b>\$22,291.23</b>

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

DATE	FILE # & NAME	PLANNER	STATUS
10/3/2022	PLN-2022-00779; BICKELL, Norman (CU-Soils Screen)	Alyssa	Complete
10/3/2022	PLN-2022-00780; CALAPOOIA WATERSHED (LUC)	Kate	Approved
10/5/2022	PLN-2022-00787; K2A PROPERTIES (PLA)	Alyssa	Incomplete
10/6/2022	PLN-2022-00788; LONBECK, Karl & Melanie (V)		Withdrawn
10/11/2022	PLN-2022-00789; TAYLOR, Joshua (In-Home Comm Activity)	Ashley	Approved
10/12/2022	PLN-2022-00794; STUTSMAN, Jenna (Zoning Verification)	Alyssa	Complete
10/13/2022	PLN-2022-00797; RANKIN, Jill & Larry (V)	Ashley	Pending
10/14/2022	PLN-2022-00803; NIELSEN, Rachel & Stephen (CU-Soils Screen)	Kate	Complete
10/14/2022	PLN-2022-00804; CARLSON, Jeffery (LUC)	Kate	Approved
10/17/2022	PLN-2022-00806; RIVERLAND (SPR)	Alyssa	Approved
10/17/2022	PLN-2022-00807; CITY OF MILLERSBURG (CPM)(CZM)	Alyssa	Pending
10/17/2022	PLN-2022-00810; VOLLMER, Tina (MH)	Kate	Incomplete
10/18/2022	PLN-2022-00813; Laura Lynn Weber White Revocable Trust (CZM)	Ashley	Pending
10/21/2022	PLN-2022-00821; LATIMER, Kyle, Udell Engineering (PLA)	Kate	Pending
10/21/2022	PLN-2022-00822; SCRUGGS, Matt Alyrica Networks, INC (SPR)	Ashley	Pending
10/24/2022	PLN-2022-00823; ODOT (LUC)	Alyssa	Approved
10/24/2022	PLN-2022-00824; LANIER, Shawn (LUC)	Kate	Pending
10/24/2022	PLN-2022-00826; CAMPBELL, Mary (PLA)(V)	Kate	Pending
10/25/2022	PLN-2022-00827; BR Slayden Builders INC. (RD)	Alyssa	Approved
10/25/2022	PLN-2022-00828; S.U.E. Management LLC (LUC)	Kate	Approved
10/25/2022	PLN-2022-00829; Sayer Land Company LLC (LUC)	Kate	Approved
10/25/2022	PLN-2022-00830; LATIMER, Kyle & Ashley & Evan (LUC)	Kate	Approved
10/25/2022	PLN-2022-00831; SOLROCK ENERGY (LUC)	Alyssa	Approved
10/26/2022	PLN-2022-00835; PORTER, Joshua (In-Home Comm Activity)	Alyssa	Approved

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

[illegible]



**24 - PLANNING & BUILDING**  
**24030 - 2020 WILDFIRE VICTIMS GRANT**

Object	Title	YTD	Final Budget	Balance	% Used
3220	GRANTS	\$96,000.00	\$64,000.00	\$96,000.00	150.00%
	TOTAL REVENUE	\$96,000.00	\$64,000.00	\$96,000.00	150.00%
6032	2020 WILDFIRE VICTIMS GRANT	\$95,250.00	\$64,000.00	\$31,250.00	148.83%
	TOTAL MATERIALS & SERVICES	\$95,250.00	\$64,000.00	\$31,250.00	148.83%

## GRANT APPLICATION PAYMENTS

[illegible]

# CODE ENFORCEMENT

## October 2022 Statistics

New Cases Received	Oct-22	
Cases by Category		
	OCCUPIED RVS (RV)	3
	ILLEGAL BUSINESS (IB)	0
	JUNK (J)	0
	MARIJUANA GROW (MJ)	
	DRAINAGE(D)	2
	NEIGHBOR DISPUTE (ND)	0
	CONSTRUCTION W/O PERMITS (UP)	3
	MULTIPLE DWELLINGS (MD)	2
	LIVESTOCK (LS)	
	EASEMENT ( E )	
	MEDICAL HARDSHIP (MH)	0
	HOMELESS ENCAMPMENT (HE)	0
	DANGEROUS CONDITIONS (DC)	1
	CHICKEN FARM	0
	(Some files have multiple categories)	
Total new cases for Oct 2022		11

Cases Closed	Oct-22	1
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Contract Cities	Current Investigations	
	Albany	
	Brownsville	
	Halsey	1
	Lebanon	
	Lyons	
	Mill City	5
	Millersburg	3
	Scio	
	Sweet Home	
	Tangent	

10/18/2022

At a regular Contract Cities meeting held at the Courthouse, the participants were introduced to a new Complaint Investigation Form they were asked to complete whenever they want to submit a concern to Code Enforcement about issues in their cities. They were also advised they would receive notification any time a community member submits a complaint that is located within their city limits. The new Complaint Investigation Form is also available on the Linn County Public Web under "Applications & Forms."

#### Highlighted Cases

10/3/2022

A hazelnut farmer on Gilkey Road in Scio covered over two places along a ditch on his property after running drainage pipes underneath the dirt. He installed the bridges to allow his heavy equipment to cross from one side of the property to another without having to drive out onto the street. But the drainage pipes he installed were 12" and 18" while the pipes at the street catching run-off water were 42" and 30" which could result in a backup of water into neighboring properties as well as onto the hazelnut fields. The owner was contacted and he agreed to remove the smaller pipes and replace them with ones consistent with the existing street drainage.

10/03/2022

An inspection at an abandoned house on Santiam Highway in Lebanon revealed a very dilapidated structure and overgrown vegetation throughout the property. The Sheriff's Department recently removed several squatters in an RV that had backed into the vegetation to conceal their presence there. An Initial Notice to Abate was prepared and sent to the listed property owners, a development company in Vancouver Washington.

#### Special Meetings

10/06/2022

At a meeting with the City Manager of the City of Scio, several issues were discussed, including public events held without permits, operating a campground by the creek without land use approval and people residing in a former commercial building without first converting it to residential use. Code Enforcement has prepared recommendations for the City Manager about making owner contact and stating what actions can be taken based on Scio's codes.



Court Cases

10/18/2022

An Order of Abatement was granted by Judge Meyer to move forward on a clean-up project for a property on Mill Street in Lebanon. The Order will allow the removal of a very large pile of trash, debris and an abandoned RV from a designated area after first notifying the occupants of the clean-up plans. This Order of Abatement was requested because the property owner is deceased and could not be held responsible for the conditions there.



## LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

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Room 114, Linn County Courthouse  
PO Box 100, Albany, Oregon 97321  
Phone 541-967-3816 Fax 541-926-2060  
[www.co.linn.or.us](http://www.co.linn.or.us)

**TO:** Linn County Board of Commissioners (Board)  
**FROM:** Steve Wills, Planning & Building Department Director  
**DATE:** November 8, 2022  
**RE:** Resolution & Order No. 2022-362

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The following item is scheduled to be signed by the Board on November 8, 2022:

Resolution & Order No. 2022-362 – Intergovernmental Agreement for the Natural Hazard Mitigation Plan between the Oregon Department of Land Conservation and Development (DLCD) and Linn County.

DLCD secured a grant through FEMA to assist in the 2023 update of the County's Natural Hazard Mitigation Plan. The intergovernmental agreement establishes roles and responsibilities for both DLCD and the County for the update of the plan.

The purposes of this Intergovernmental Agreement are to:

- (a) Formalize a working relationship between DLCD and the County that is to result in an updated Linn County MJNHMP adopted by the County and approved by FEMA; and
- (b) Ensure the County is aware that the grant supporting this project requires the final deliverable to be a FEMA-approved NHMP, and that to achieve FEMA approval the County must not only consider, but also adopt an NHMP that FEMA has agreed to approve.

The federal grant supporting the project requires a 25% cost share from non-federal funds. DLCD secured state funding via HB 5006 to support local match for this FEMA planning grant, so cost share is matched.



REQUEST FOR REFUND  
OVER \$1,000

RECEIVED  
OCT 25 REC'D  
Linn Co. Treasurer

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

DATE 10/24/2022 DEPARTMENT Planning & Building

REQUESTED BY Darrin Tuers  
Name

[Redacted]

Address

[Redacted]

City

[Redacted]

Zip Code

PLEASE RETURN REFUND CHECK TO DEPARTMENT FOR MAILING: YES ☒ NO ☐

REFUND AMOUNT \$ 4913.00 ACCOUNT NO. 2410-6695

EXPLANATION OF REFUND Builder passed away, have to go with different builder and  
new house plans.

VERIFIED & AUTHORIZED BY [Signature]  
Department Official

LINN COUNTY TREASURER'S INITIALS REQUIRED FOR REFUND AA

Dated this 25 day of October, 2022

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:** 11/3/2022

**To:** Linn County Board of Commissioners

**From:** Wayne Mink, Roadmaster *WM*

**RE:** Background Information for Agenda Items – 11/8/2022

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

**Resolution & Order 2022-327 – Acceptance of a Permanent Easement – Hoefer Drive, Tax Lot 100**

This is a Resolution & Order to accept a permanent easement along Hoefer Drive for the Hoefer Drive-Dever Conner Drive Intersection Improvement project. Grantors are Esther Harnisch and David Harnisch (deceased). Easement cost is \$419.50.

**Resolution & Order 2022-372 – Change Order No. 1 for the Thomas Creek, Richardson Gap Road (Shimanek) Covered Bridge Rehabilitation Project**

This is a Resolution & Order to approve Change Order Number 1 to the contract between Linn County and Marcum & Sons LLC. The change order includes installing shrubs, core through existing concrete footing and extending the completion date. The additional cost to the contract is \$4,713.69.

**Resolution & Order 2022-388 – Delegation of Authority, Diesel Powered Service Truck**

This is a Resolution & Order to approve a delegation of authority to the Roadmaster for the purchase of a Chevrolet diesel powered service truck from Power Auto Inc. dba Power Chevrolet in the amount of \$72,281.36.

**Resolution & Order 2022-389 – Delegation of Authority, Two Gasoline Powered Service Trucks**

This is a Resolution & Order to approve a delegation of authority to the Roadmaster for the purchase of two Chevrolet gasoline powered service trucks from Power Auto Inc. dba Power Chevrolet in the amount of \$127,425.68.

We request your approval.