



FRIDAY LETTER
AUGUST 22, 2014

ADMINISTRATION

City Recorder

At the City Council meeting on August 26th, Matt York will be appointed as the School District No. 9 Representative to the Parks and Recreation Commission. Other notable agenda items include Resolutions to authorize an agreement with Rogue Valley Sewer Services to partner for paving services, and a contract with Bleser Built Roofing for the Judge Stewart House roof replacement. In addition, a discussion will be held regarding the Medford Water Commission Wholesale Water Service Agreement.

Upcoming Meetings:

City Council – August 26 – 7:00 p.m. – City Hall

Economic Development Commission – September 8 – 6:00 p.m. – City Hall

City Council – September 9 – 7:00 p.m. – City Hall

City Hall Week – September 11 – 7:00 p.m. – Ashpole Community Center – City Hall

Parks and Recreation Commission – September 11 **Rescheduled** – TBA

FINANCE

Taking a break this week.

PARKS AND RECREATION

The September meeting of the Parks and Recreation Commission will be rescheduled to ensure a quorum. The rescheduled meeting date will be announced by staff within the next few days.

Agenda and packet information will be distributed to the commissioners and available on the city website the Friday prior to the meeting.

PUBLIC WORKS

The 4th annual City-sponsored Street Dance was held this past Saturday, August 16th on Main Street in Eagle Point’s downtown. Public Works set out barricades to close Main Street, set up new tables and chairs at Bob Moore Park, equipment for music and food vendors, and festive lighting, with hay bales (supplied by Valley Feed) arranged to enclose a large portion of Main Street in front of the band for dancing.



The new stands added a nice touch for the lighting.



The Renegades played from 6:30–9:30pm while great food and beverages were served up by the “My Little BBQ” mobile food vendor.



Approximately 150 people attended, spending a warm summer evening visiting with friends and family, eating a great barbeque, relaxing in the park, enjoying the music, and of course dancing on Main Street in Eagle Point’s quaint downtown.



This event began during 2011 as part of the City’s year-long Centennial celebration and is fast becoming an annual favorite. Many thanks to all the people who helped put this fun event together, and to everyone from the community who came.

Street Maintenance Projects

The first of several projects began the week of August 18. Crack sealing of Northview, Win Way, Westminster, Canyon Way, Teakwood, and Candis were completed to begin the crack sealing project. The project proposes crack sealing 60,000 linear feet of cracks on the streets in preparation of the seal coat.

Under contract, Jackson County Roads began pavement preparation for the modified chip seal on Robert Trent Jones and Crystal Drive. Crack sealing was performed as the first step. Chip sealing on Robert Trent Jones is anticipated to begin August 26, 2014.

Updates on the schedule for the Seal Coat and Paving project will be made available on the City's website as available.

Rogue Valley Sewer Services (RVSS) has opened bids on a sewer replacement project for Elm Way, Bosc Way, Comice Way, De Anjou Avenue, Tracy Avenue, and the cul de sac at Laurel Street. Half of the street will be replaced with the project. The City has partnered with RVSS to complete the other half of the street. Laurel Street and Sherman Way are being considered to be included in the RVSS paving contract. Details are scheduled to be presented at the August 26, 2014 City Council for recommendation.

South Shasta Avenue Improvements

Bids were received for the South Shasta Avenue Improvements. The bids were over the available budget. The project will be rebid at the beginning of the year, and may incorporate the South Shasta path into the project.

DEVELOPMENT SERVICES

Zoning Ordinance Amendments

After receiving the go-ahead from the City Council in June, staff initiated an introductory conversation with the Planning Commission at their July meeting about three possible changes to the Eagle Point Zoning Ordinance. These had to do with the Site Plan & Landscape Approval process, Downtown parking requirements, and mobile food vendor regulations. Following is an update on each:



Site Plan & Landscape Approval: At their August meeting, the Planning Commission asked staff to forward their recommendation to the City Council that the Site Plan & Landscape Approval process be amended to: 1) Replace the Site Plan Committee with the Planning Commission for decisions requiring a public hearing; and 2) Change the threshold for when a public hearing is required for proposed expansions from \$25,000 in construction value to a 40% or larger increase in existing building area.



Mobile Food Vendors: Possible amendments that could lead to new regulations regarding mobile food vendors involve: 1) Considering whether mobile food vendors would be desired for economic development or other purposes; 2) Considering whether to create zoning regulations providing for time, place and manner of this use; 3) Considering whether to utilize an existing land use review process, such as the Temporary Use, Site Plan and Landscape Approval, and/or Conditional use

processes, or create a new process; and 4) Considering whether to include development standards, design parameters, mitigation requirements, and impact fees such as system development charges. At their August meeting, the Planning Commission expressed mixed interest in whether or not this use should be allowed, and asked staff to forward their comments to the City Council.



Downtown Parking: No recommendation yet. Possible amendments regarding Downtown parking involve: 1) Reviewing existing regulations and determining whether adjustments might be desired for economic development or other purposes; 2) Considering merging EPZO 17.46 into EPZO 17.72; and 3) Considering whether certain properties should be designated Parking Reserve (PR) on the City's Zoning Map.

Emerald View Final Subdivision Plat



Civil engineering plans are being prepared showing proposed final lot configurations and how the water, sewer, storm, utility, and street improvements will be provided in order to receive final subdivision approval for Phase 2 of this project. This is the next step toward building out the 8-lots in this subdivision on Oak Point Drive in the Echoes of the Ponderosa neighborhood. Once all infrastructure improvements have been installed and approved, and conceptual architectural plans have been approved, the City will review the final subdivision plat map prior to its recording by Jackson County.

View from Echo Way



FEMA Upper Rogue Survey



Mapping contractor *Strategic Alliance for Risk Reduction* (STARR), currently working for FEMA and the Dept of Land Conservation & Development, is wrapping up field survey work on the Rogue River and Little Butte Creek as part of their investigation and hydraulic analysis of the Upper Rogue watershed. Hydrology was completed this spring and they will soon begin hydraulic modeling. Here is a general timeline:

| Activities | | Actual or Projected Date |
|--|------|--------------------------|
| Discovery | Done | June 2011 |
| Engineering (Hydrology and Hydraulics) | Done | Spring 2014 |
| Field Survey | Done | Summer 2014 |
| Kick-Off Meeting | Done | Summer 2014 |
| Flood Study Review Meeting/Draft Maps | | Spring 2015 |
| Preliminary Release of Study and Maps | | Fall 2015 |
| Maps and Study become Effective | | Winter 2016-2017 |

After engineering is complete, they will provide us with draft maps and hold a Flood Study Review meeting to discuss results of the analysis. Their intention is to use this information to assist Upper Rogue communities in identifying their flood hazard “weak spots” and then develop mitigation actions.

Postings from the Building Department as of August 20, 2014

Building and Development

Weekly Report:

August 7-20, 2014 we received 10 new permit applications, issued 24 permits and worked on over 40 additional permits. Issued permits included:

- 4 single family dwelling permits
- 5 mechanical permits
- 8 electrical permits
- 4 plumbing permits
- 1 retaining wall permit
- 1 alteration/remodel permit
- 1 fence permit

Projects currently under review or ready to be issued include several single family dwelling permits, mechanical permits, electrical permits, plumbing permits, residential alteration/remodel permits and a commercial remodel. In addition to permit processing and review, staff has been busy with customer service, property inquiries and various other duties as needed. It is exciting to talk to contractors, realtors and new home owners and see the construction activity happening in our city. It is encouraging for everyone!

Planning Commission

The next Planning Commission meeting will be announced by planning staff. Agenda and packet information will be distributed to the commissioners and available on the city website during the week prior to the meeting.