



CITY OF MAUPIN

P.O. Box 308
Maupin, OR 97037

Tel: 541-395-2698

MEETING NOTICE
CITY OF MAUPIN PLANNING COMMISSION MEETING
Tuesday, MARCH 8, 2022
ZOOM ONLY
6:00 p.m.

COVID-19 Update: Due to federal and state requests to limit public gatherings, the Planning Commission will hold an online video conference meeting that the public can watch and participate in via Zoom <https://us02web.zoom.us/j/88696740794?pwd=NWtZQkhka05WZmREQzZSZ09ES2FHUT09>
Just click the link above or copy and paste it in your browser. Enter the meeting code and ID below.

Meeting ID: 886 9674 0794

Passcode: 572571

For voice only, instead of a computer, call in from a phone at 1-253-215-8782

Meeting ID: 886 9674 0794

City Hall will not be open to the public during the meeting. For questions on connecting with Zoom, contact City Manager Kevin Lewis at 1-541-370-2429 or citymanager@cityofmaupin.org

AGENDA

- 1) Call Meeting to Order / Roll Call of Commission and Staff / Pledge of Allegiance
- 2) Consent Agenda: Approval of Minutes, January 11, 2022
- 3) Audience Participation. This time is set-aside for public to speak on any subject which does not appear on the agenda. Three minutes per person will be allowed. The maximum time for public comments will be 15 minutes.
- 4) **ELECT OFFICER POSITIONS: Chair, Vice Chair, Secretary.**
- 5) **SITE PLAN REVIEW: Deschutes RV**
- 6) **SITE PLAN REVIEW: Imperial RV**
- 7) **DISCUSSION: Drafting Food Cart Ordinance.**
- 8) **DISCUSSION: Work Session.**
- 9) **CONTINUATION of Study Session on re-zoning of land within the City of Maupin.**
- 10) **Communications**
- 11) **Next Meeting – Tuesday, April 12, 2022 6:00 PM**
- 12) **Adjourn**

CITY MEETING CALENDAR

MONTH	DATE	DAY	TIME	GROUP	LOCATION
March	23	Thurs	6:30 pm	City Council	Zoom
April	12	Tue	6:00 pm	Planning Commission	Zoom

**MINUTES
MAUPIN PLANNING COMMISSION
MEETING
January 11, 2022
6:00 - 7:25 p.m.
Zoom only**

PRESIDING: Suze Riley, Chair

COMMISSION PRESENT: Suze Riley, Michael Jones, Jessie Rose, Andrew Kreipe

COMMISSION ABSENT: Dale Madden

STAFF PRESENT: City Manager Lewis, City Recorder Wolfe, Planner Kirk Fatland

VISTIORS PRESENT: Medy Gantz, Marni Malefyt, Philippe DeLaMare, Bill Patterson

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE.

The meeting was called to order by Chair Riley at 6:02 p.m. Roll Call of Planning Commission was conducted by Recorder Wolfe. Chair Riley led the Pledge of Allegiance.

CONSENT AGENDA: Approval of Minutes of December 14, 2021:

It was moved by Commissioner Rose to approve December 14, 2021 minutes and consent agenda as presented, Seconded by Commissioner Jones, and passed unanimously on a 4 to 0 vote (Ayes: Rose, Kreipe, Riley, and Jones Nays: 0).

AUDIENCE PARTICIPATION.

None.

PUBLIC HEARING Text amendment to “Section 3.8 – Recreational Commercial” of the Zoning Ordinance:

Chair Riley opened the Public Hearing for a text amendment to Section 3.8 – Recreational Commercial of the Zoning Ordinance.

Any Disclosures to be made: none

Planner Kirk Fatland presented his staff report.

Criteria for amendments:

A. The proposed change conforms and supports the goals and policies contained in the Comprehensive Plan, specifically: Overall Goal 4: To provide for community housing, employment and recreation needs within the financial and natural limitations of the area. Goal 2: Range of housing prices and variety of housing types and locations. Goal 8: The City supports having affordable housing and continuation of infill development. Goal 10: Proposed amendment conforms to the Maupin Comprehensive Plan.

B. The proposed amendment would not significantly affect a transportation facility as is

The proposed Zoning Ordinance text amendment to the RC Zone would allow all uses permitted in the MD-R Zone, providing all requirements of that zone are met. Currently the RC Zone restricts residential uses to those located above existing commercial uses. The proposed amendment would allow additional residential uses such as single-family homes.

Public Hearing was opened by Chair Riley:

Public comments: There were none.
Proponents: There were none.
Opponents: There were none.
Any other agency: There were none.

Public Hearing was closed by Chair Riley.

Commissioners reviewed and discussed the documentation that was presented. This would allow flexibility for the property owners that have existing homes in the RC Zone to be in compliance with the zone use by allowing all uses permitted in the MD-R Zone, subject to Site Plan Review.

Commissioner Jones made a motion to take the text amendment to Section 3.8 – Recreational Commercial of the Zoning Ordinance to the City Council for their consideration. Commissioner Kreipe second the motion. Motion passed unanimously on a 4 to 0 vote (Ayes: Rose, Kreipe, Riley, and Jones; Nays: 0).

PUBLIC HEARING Partition of a parcel in HD-R Zone:

Chair Riley opened the Public Hearing for Partition of a parcel in HD-R Zone and announced the procedure for appeal, if any. Chair Riley called Planner Fatland to present his staff report.

Any Disclosures to be made: none

Planner Fatland presented his staff report (attached with minutes). The proposed partition and rezone have been presented to the City Planning Commission, as the initial step towards a large residential development on the subject parcel with the potential for commercial uses fronting the highway. Two separate hearings will be held, first to address the tentative partition plat, the second will address the proposed Zoning/ Comprehensive Map amendment.

Criteria for amendments:

- A. The proposed change conforms and supports the goals and policies contained in the Comprehensive Plan, specifically: Goal 9: To provide economic opportunities for the City, by encouraging employment opportunities and compatible with existing and anticipated uses of land shown in the plan. Goal 10: To provide for the identified housing need.
- B. The proposed amendment would not significantly affect a transportation facility as is described.

No specific development is proposed, additional commercially zoned land creates the possibility of additional employment. Due to the proximity of the proposed parcel, commercial use could serve as an appropriate buffer between highway and residential development. The

area proposed is one acre; the entirety of the existing GC Zone is approximately six acres. The proposed amendment would change the zoning designation of a one-acre parcel from HD-R to GC, limiting the possibility of residential use on the particular property. The applicant's intent for this proposed commercial area is to serve future residential development.

Proposed Conditions of Approval:

1. The applicant will demonstrate final ODOT approval of the proposed highway approach prior to final plat approval.
2. The applicant will demonstrate that the proposed private street will meet all standards of a local public street prior to final plat approval. The final plat must be accompanied by a deed or legal description clearly describing the proposed private street.
3. The proposed private street must be completed prior to final plat approval.

Chair Riley called on property owner, Philippe DeLaMare to share his plans. He has owned this property for 17 years with a lot of interest in how to develop this property. He started to develop this property in 2008 until the economic downturn. This ultimately is a phased development/sub-division. This partition is one acre and there will be other partitions after this. He wants to carve out this partition first due to several inquiries to develop. Spey Road is not adequate for commercial use and be the only access for residential use. This development needs to have access off of Hwy 197.

Public Hearing was opened by Chair Riley:

Public comments; **Q.** Medy Gantz (Maupin) expansion starts with commercial build up, then expand into the sub-division? **A.** Philippe DeLaMare clarified there are 26 apartments, 22 5000-6000 sq. ft. cottages and large homes slated for expansion and the development will have its own access road off of HWY 197. **Q.** Kathy Peck (Maupin), where is the access road off of Hwy 197 **A.** Philippe DeLaMare stated, approx. 600 ft. west of Spey Road. (half way between Blue Rock Road and Spey Road). There will be an egress and ingress off of Hwy 197. **Q.** Marni McLucas (Maupin), what kind of businesses would be using this. **A.** Philippe DeLaMare stated he has been approached by several different retail businesses. There has been interest for several years and what goes in there will be a "good fit for Maupin".

Proponents: Medy Gantz, Kathy Peck both feel this is a great beginning for future development.

Opponents: There were none.

Any Public Agencies: A letter was submitted from Fair Housing Council of Oregon addressing Goal 10.

Public Hearing was closed by Chair Riley:

Commissioners reviewed and discussed the documentation that was presented for partition of a parcel in HD-R Zone. We need to remember this is the "Front Door" to our city, so we want to be careful what is put there.

Commissioner Jones made a motion to approve the preliminary plat with the conditions of approval in the staff report. Commissioner Kreipe second the motion. Motion passed unanimously on a 3 to 0 vote (Ayes: Kreipe, Riley, Jones; Nays: 0).

PUBLIC HEARING Comprehensive Plan/Zone Map amendment to redesignate a one-acre parcel in the MD-R Zone to General Commercial:

Chair Riley opened Public Hearing for Comprehensive Plan/Zone Map amendment to redesignate a one-acre parcel in the HD-R Zone to General Commercial.

Planner Kirk Fatland presented his staff report (same staff report as the partition request). This is an amendment to the Comprehensive Plan / Zoning Map.

Criteria for amendments: Follow the same as section 8.3 – Criteria for amendments. From our HNA, which has not been adopted by council at this time, but we do know we have sufficient vacant HD-R land. This will not make or break the housing situation in Maupin.

Chair Riley called on property owner, Philippe DeLaMare to share his plans again. He feels by putting commercial property along Hwy 197 this will create a buffer for the housing development that will be north of the commercial property.

Public comments: No comments

Proponents: Kathy Peck (Maupin) the opportunity for housing and more commercial opportunities for our community to grow is a valid plan.

Opponents: There were none.

Any Public Agencies: There were none.

Public Hearing was closed by Chair Riley:

Commissioners reviewed and discussed the documentation that was presented for Comprehensive Plan/Zone Map amendment to redesignate a one-acre parcel in the HD-R Zone to General Commercial. Is there plenty of water, sewer, and electricity for this development? There appears to be no issue with any infrastructure per City Manager Lewis.

Commissioner Jones made a motion to recommend to Council for their consideration to amend Comprehensive Plan/Zone Map to redesignate one-acre parcel in the corner west of Spey and North of Hwy 197 in the MD_R Zone to General Commercial. Commissioner Kreipe second the motion. Motion passed unanimously on a 3 to 0 vote (Ayes: Kreipe, Riley, and Jones; Nays: 0).

PUBLIC HEARING Text amendment to Maupin Zoning Ordinance to create a Craft Industrial Zone:

Chair Riley opened Public Hearing for text amendment to Maupin Zoning Ordinance to create a Craft Industrial Zone and asked for Planner Kirk Fatland to present his staff report (attached with minutes).

Criteria for amendments:

A. The proposed change conforms and supports the goals and policies contained in the Comprehensive Plan, specifically: Overall Goal 4: To provide community housing, employment and recreation needs within the financial and natural limitations of the area. Overall Goal 2: Range of housing prices and variety of housing types and locations. Goal 9: The City supports having affordable housing and continuation of infill development.

B. The proposed amendment would not significantly affect a transportation facility as is described.

Public Hearing was opened by Chair Riley:

Public comments; Q. Medy Gantz (Maupin) asked for clarification for this zone and why do we need it? A. Example: A brew pub is tough to fit in the commercial or industrial zones. This new zone will allow more flexibility and fit better into the zone.

Recorder Wolfe had a phone conversation with Rich Sutliff & Donna Henderson (Maupin) who said they are in support of this new zone and feel it would work well with the property they have currently in the industrial zone.

Proponents: There were none.

Opponents: There were none.

Any Public Agencies: There were none.

Public Hearing was closed by Chair Riley:

Commissioners reviewed and discussed the documentation that was presented for text amendment to Maupin Zoning Ordinance to create a Craft Industrial Zone. Are there any negative consequences that we are missing with this zone? Planner Fatland stated all permitted uses are with a site plan review, Planning Commissioners will have another look at everything and determine if it is a good fit or not. Why can't we just allow these activities to be in the other zones and not create a new one? Planner Fatland reasoned that some activity doesn't work in industrial zone and you don't want industrial activity in commercial zones. This zone also makes a smaller lot size permissible.

Commissioner Kreipe made a motion to recommend to Council for their consideration to make the text amendment to the Maupin Zoning Ordinance to create a Craft Industrial Zone.

Commissioner Rose second the motion. Motion passed unanimously on a 4 to 0 vote (Ayes: Rose, Kreipe, Riley, and Jones; Nays: 0).

Site Plan Review 5th & Staats:

Chair Riley read letter that was submitted to Planning Commission from Mark Endsley 501 & 503 Staats Ave. requesting the Planning Commission to combine both lots or deed restriction in place in order to construct a house and detached garage with an apartment above on said property. The letter stated that there are delays with contractor availability and materials, so the completion of construction is in three phases. They would like to install an RV pad on the NE corner of the property, which would include utility connections for water, sewer and electricity. They will live in the RV while the second phase is being constructed. The second phase would be to build the garage with an apartment above, once that is completed, they would move into apartment and store the RV. Third phase would be the construction of the house and moving into that once completed.

Main concern is to have the properties combined or under a deed restriction and submitted to the City.

Commissioner Rose made a motion to accept the site plan for 501 & 503 Staats Ave with the contingency that the lots be combined through the county or by deed restriction and submitted to the City. Commissioner Jones second the motion. Motion passed unanimously on a 4 to 0 vote (Ayes: Rose, Kreipe, Riley, and Jones; Nays: 0).

COMMUNICATIONS: NONE

NEXT MEETING: February 8, 2022 at 6:00 PM

ADJOURN: Chair Riley adjourned the meeting at 7:35 p.m.

Respectfully submitted by
Christine Wolfe
City Recorder

Suze Riley, Chair

DRAFT



City of Maupin
 PO Box 308
 Maupin, OR 97037

Tel: 541-395-2698
 Fax: 541-395-2499

SITE PLAN REVIEW # 01252022

Date Submitted: 0252022 Date determined complete: _____ Fee: PAID

Applicant/Owner Information:	
Applicant(s) <u>Deschutes River LLC</u>	DBA <u>Deschutes RV Park</u> Property Owner(s)
Mailing Address <u>PO BOX 981</u>	Mailing Address
<u>BORING OR 97009</u>	
Phone (H)	Phone (H) <u>503-260-0585</u>
(W)	(W)
Property Information:	
Parcel Address <u>101 BAKEOVEN ROAD</u>	
City Lot No.(s)	Block No.
Township <u>5S</u>	Range <u>14E</u>
Section <u>Ø</u>	Tax Lot No. (s) <u>700</u>
Square Footage	Lineal Feet of Frontage
Comprehensive Plan Map/Zoning Designation <u>RC</u>	
Legal Lot Determination:	
Deed No.	Date Filed
The deed(s) and a map showing the parcel(s) described in the deed(s) must accompany this application	
Project Information:	
<input type="checkbox"/> New Construction <input checked="" type="checkbox"/> Expansion/Alteration <input type="checkbox"/> Change of Use <input type="checkbox"/> Amend Approved Plan	
Current use of parcel <u>OPEN SPACE / RV PARK</u>	
Proposed use of parcel <u>RV PARK</u>	
Use of adjacent parcels	
Briefly explain the Project <u>RV PARK EXPANSION,</u>	
<u>Add (18-25) Additional Spaces</u>	
Proposed Building(s) Footprint Size (in square feet)	

REQUEST INFORMATION

Dimensions, materials, exterior lighting, setbacks, roads, driveways, and underground activity of proposal:

Addendum A1 - BACK LOT AREA

Addendum A2 - MID LOT AREA

Addendum A3 - FRONT LOT AREA

Purpose for request:

To expand upon our existing RV Park for the accomodation of those in need of living space related to long term RV usage.

Operational Characteristics (hours of operation, number of employees, number of Average Daily Trips, etc.):

LONG TERM RV PARK

- open by appointment only, no employees.

Request is for a home occupation Yes No

Request is for a Business Complex or Enterprise Yes No

Proposed Signs Yes No

If yes, refer to Maupin Sign Ordinance No. 276, and attach:

Sign Permit Application & Scale Drawing of the Plan and Plot Plan

Integrated Signage Plan if Business Complex or Business Enterprise

SITE INFORMATION:

Existing Improvements (structures, fences, roads, easements, etc.)

Proposed parking area, including number of spaces and dimensions of spaces (9'x19' min.), surface material:

Addendum B1


Addendum B2

In addition to all other required information, the proposed site plan must demonstrate how:

- Traffic congestion is avoided
- Pedestrian, vehicular safety and welfare are protected
- Vision Clearance Area is preserved and maintained, where applicable
- Significant features and public amenities are preserved and maintained
- There will be minimal adverse effect on surrounding property

PLANS AND OTHER INFORMATION REQUIRED:

- At least 12 copies of concept site plan.
- At least one 11 x 17 concept site plan.
- At least 12 copies of a separate vicinity map indicating location of the proposed development
- State Highway or County Road Access Permit, where applicable

Signatures:	
Applicant(s) 	Date 01/24/2022
	Date
Property Owner(s) Deschutes River LLC	Date 01/24/2022
	Date

LOCAL GOVERNMENT INFORMATION/APPROVAL

Date Application Filed: 1/25/22

Date Fee Paid: _____

- Application Approved as submitted
- Approved with conditions _____
- _____
- _____
- Denied

Signed: _____ Date _____

Planning Commission Chair

NOTICE TO APPLICANT

**LAND USE DEVELOPMENT FILING FEE
AND REIMBURSEMENT FOR ADMINISTRATIVE COSTS**

Dear Applicant:

The City of Maupin, like many cities in Oregon, is faced with a severely reduced budget for the administration of the City's ordinances. The land use planning process in the State of Oregon has become increasingly complex. To properly process your land use application, the City must rely upon professional consultants to assist in preparing the legal notices, conducting on-site inspection, preparation of staff reports and attendance at the Planning Commission and/or City Council meeting. The City utilizes a consultant to ensure your application is processed fairly and promptly. Because of the reduced budgets, the City finds it necessary to transfer those administrative costs to you, the applicant, as a part of the land use planning process. Therefore, you are asked to read and sign the statement below indicating you understand the requirement.

**LAND USE DEVELOPMENT FILING FEE AND ADMINISTRATIVE COST
REIMBURSEMENT**

I/We, the applicant(s), Deschutes River, LLC,
agree that **in addition** to the Land Use Filing Fee per City of Maupin Fee
Schedule, to reimburse the City of Maupin for actual cost of Contract
Planner and Attorney.

Signed this 25 day of January, 2022

Property owner(s):


JEROAN ENKERT

Site Plan Review Information Requested

Addendum A1:

(Back Lot area) (25'-30' Overall site widths) (10-13 sites)

Dimensions:

Approximately 260'x160'

Materials:

Gravel, RV Pedestals, Water Connections, Sewer Connections, Fiber

Exterior Lighting:

Built in RV Pedestal lights

Setback:

Adequate per zoning regulations

Underground Activity:

One trench from Wasco Power pole to new 400 amp service, located behind site #9. Then one trench through the middle of the Back Lot with utilities (water, sewer, power, fiber). The trench from the Wasco pole to the Back Lot will start out with water, power, and fiber. It will then link up with the Sewer line trench, that starts at site #5. At that point the water, sewer, power, and fiber will be in the same trench.

Site Plan Review Information Requested

Addendum A2:

(Mid Lot area) (25'-30' overall site widths) (4-5 sites)

Dimensions:

Approximately 150'x40'

Materials:

Gravel, RV Pedestals, Water Connections, Sewer Connections, Fiber

Exterior Lighting:

Built in RV Pedestal lights

Setbacks:

Adequate per zoning regulations

Underground Activity:

A trench with power will come off of the new Front Lot power service pedestal. The power, water, sewer, and fiber will run in the same trench, perpendicular to sites #1-5 and parallel to current sewer located behind sites #1-5.

Site Plan Review Information Requested

Addendum A3:

(Front Lot area) (25'-30' overall site widths) (4-5 sites)

Dimensions:

Approximately 150x60

Materials:

Gravel, RV Pedestals, Water Connections, Sewer Connections, Fiber

Exterior Lighting:

Built in RV Pedestal lights

Setbacks:

Adequate per zoning regulations

Underground Activity:

A trench running due south, parallel to existing trench from Wasco Power pole, to new 400 amp service. The new service will be adjacent to existing Deschutes RV Park service in place. The water line trench, from near the main water shutoff, will connect near the East/West sewer line, or, tie into the existing water line, located approximately halfway between Wasco Power pole and existing RV Park electrical service line. Sewer to run from east to west and join main sewer line exiting the park, or, tie into sewer cleanup existing at the same location as existing water mentioned above.

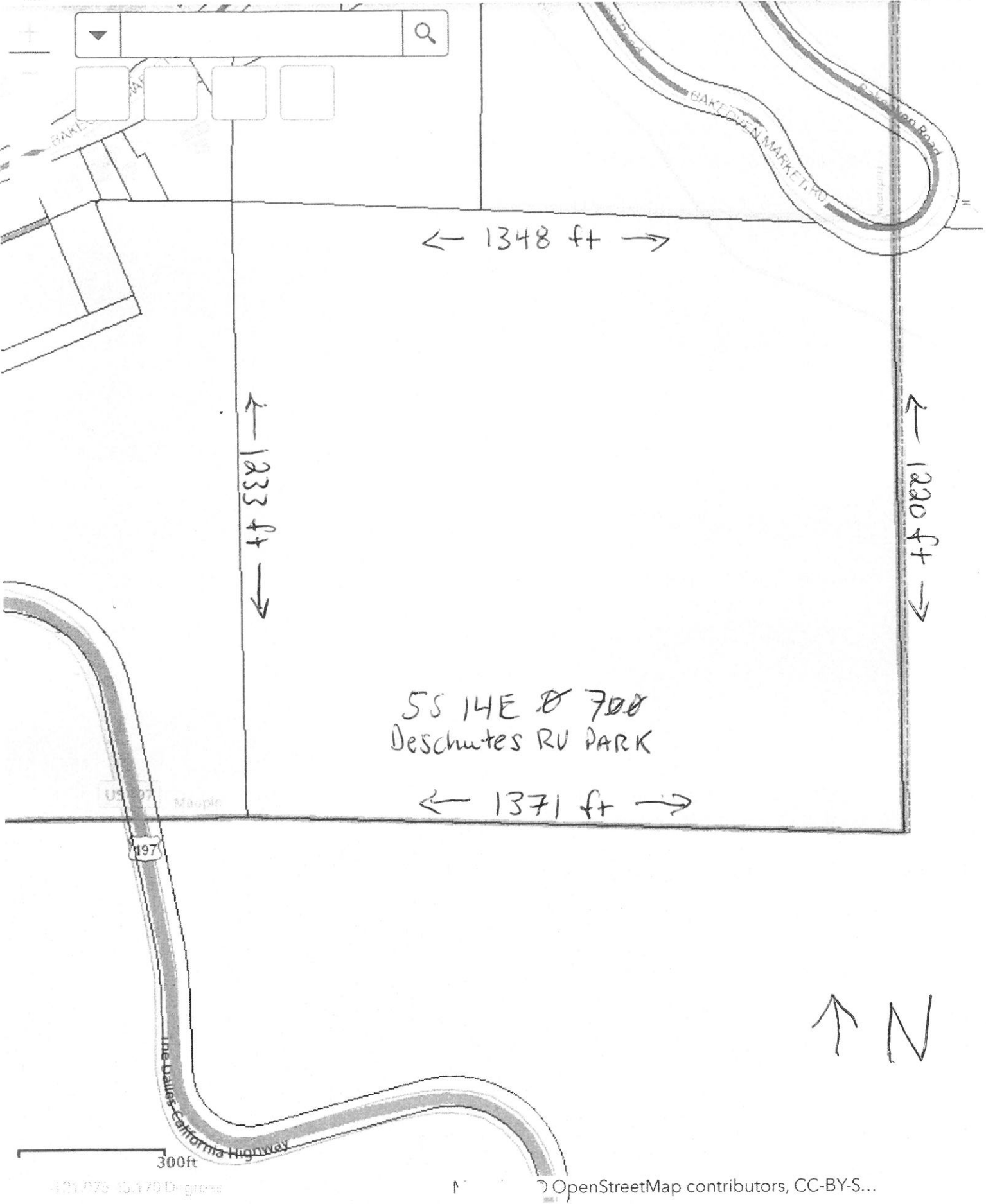
Map navigation controls including zoom in (+), zoom out (-), and a search bar containing the text "All Lots". Below the search bar are four white square buttons.



LOT DIMENSIONS



Wasco County Public Basemap



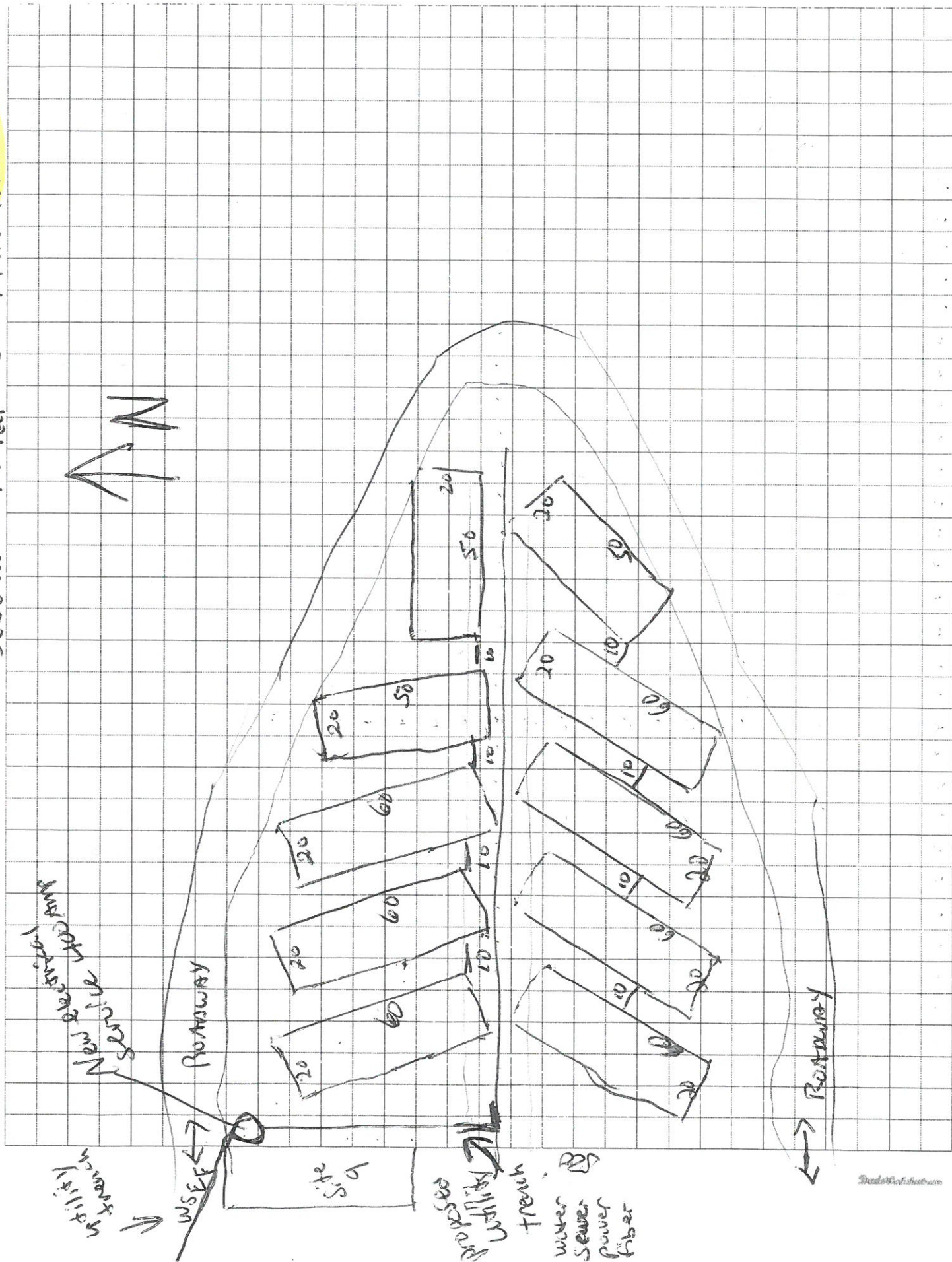
43.076 - 10.179 Degrees

OpenStreetMap contributors, CC-BY-S...

01/10/22

A1 plot backlot

DESCHUTES RV Park Site Plan Backlot

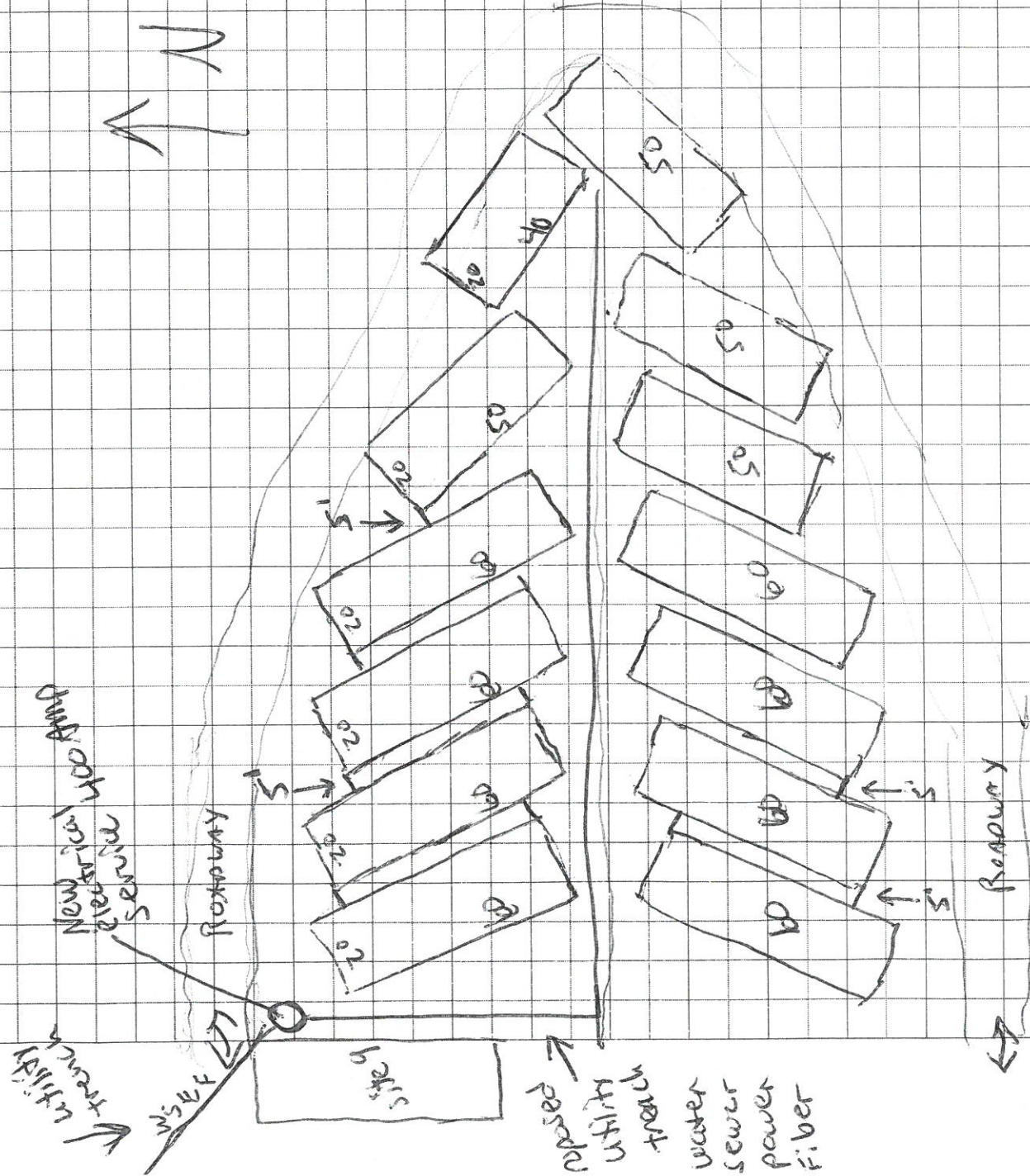


30' width 10' = 1 square ft 10' Buffer - Roadway Sites

Old plot

A1 plot back lot

Deschutes RU Park Site Plan BACK LOT

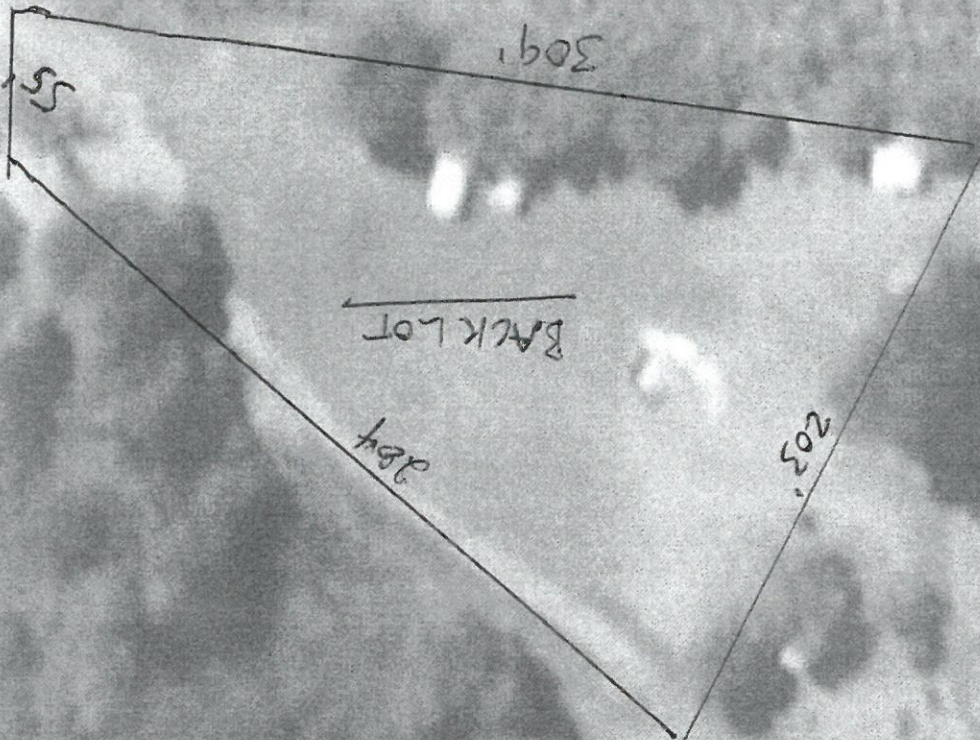


Drawn by [unclear]

A1 length / 5' Ruff - Retention Site

1A' equals 1 square

N ↓



Map navigation controls including a search bar with a magnifying glass icon, a vertical scroll bar, and a set of zoom controls with '+' and '-' buttons.

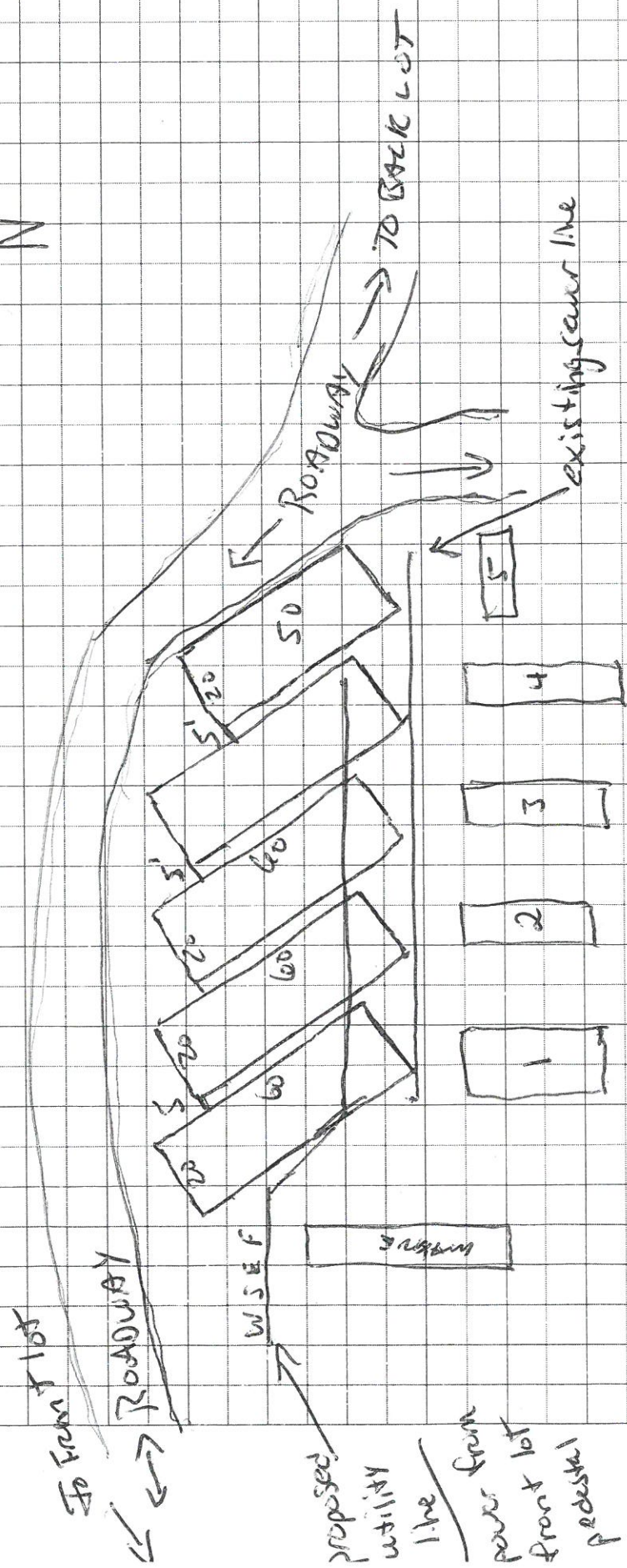
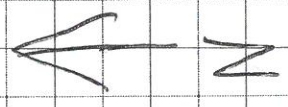


BACK LOT

home p

01/20/22 A2 plot mid lot

Deschutes RV Park Site Plan MID LOT

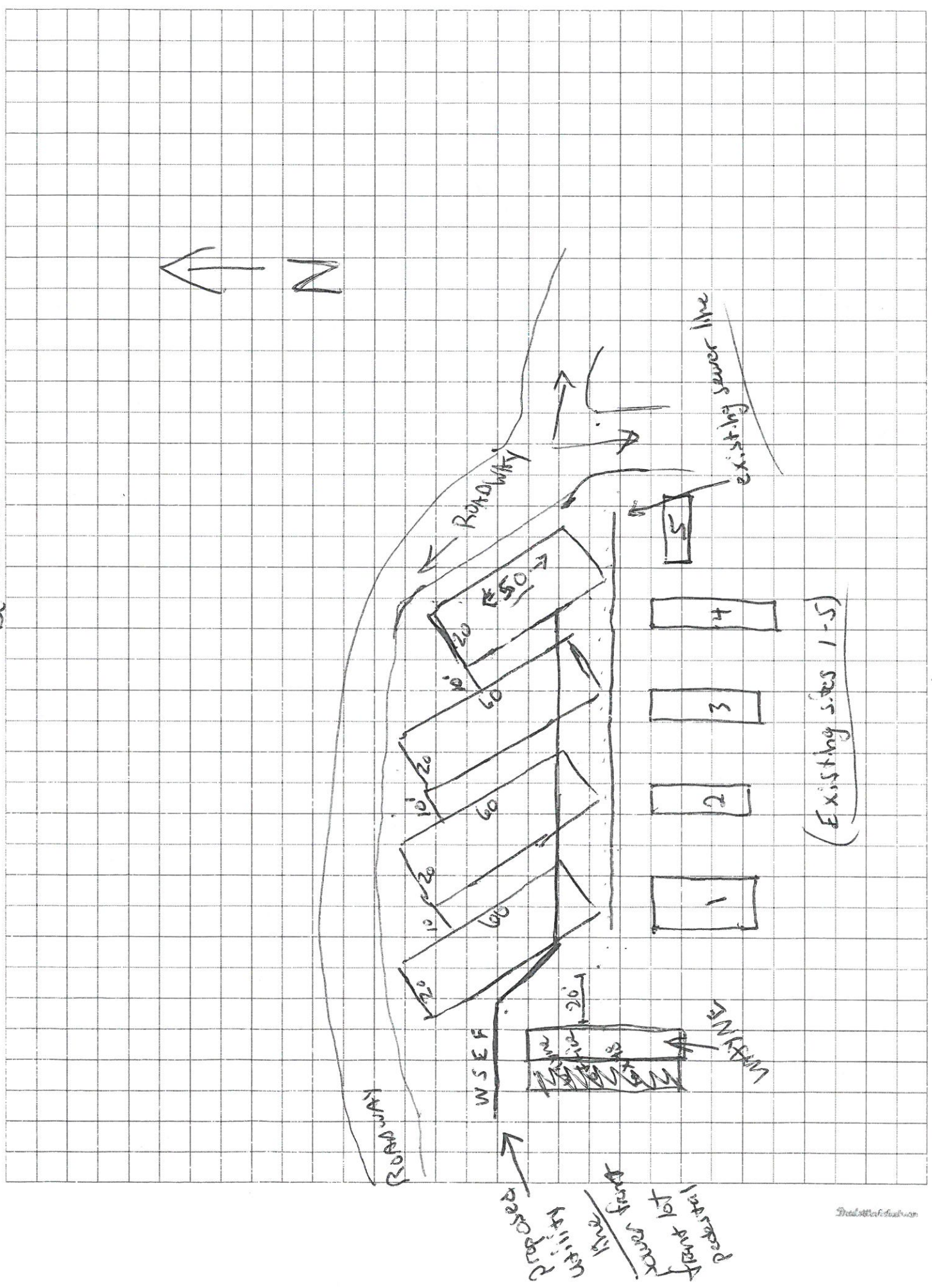


Deschutes State Park

10' double 1.5 square 25' width / 5' Buffer between Sites

Deschutes RV Park Site Plan MID LOT

A2 plot mid lot



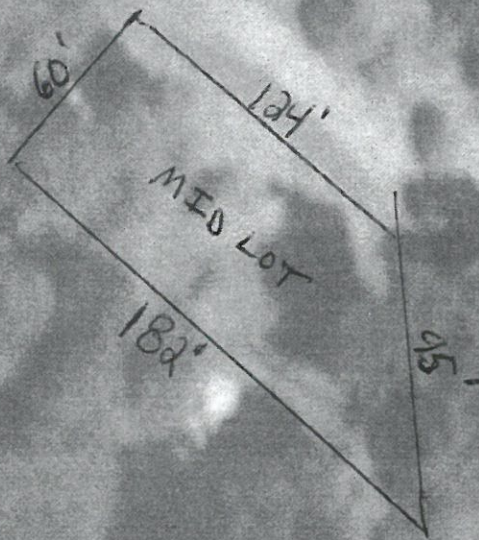
(Existing sites 1-5)

10' = 1 square / 30' width / 10' Buffer Between Sites



Mid Lot

UI navigation controls including a search bar with a magnifying glass icon, a dropdown arrow, and several square buttons.

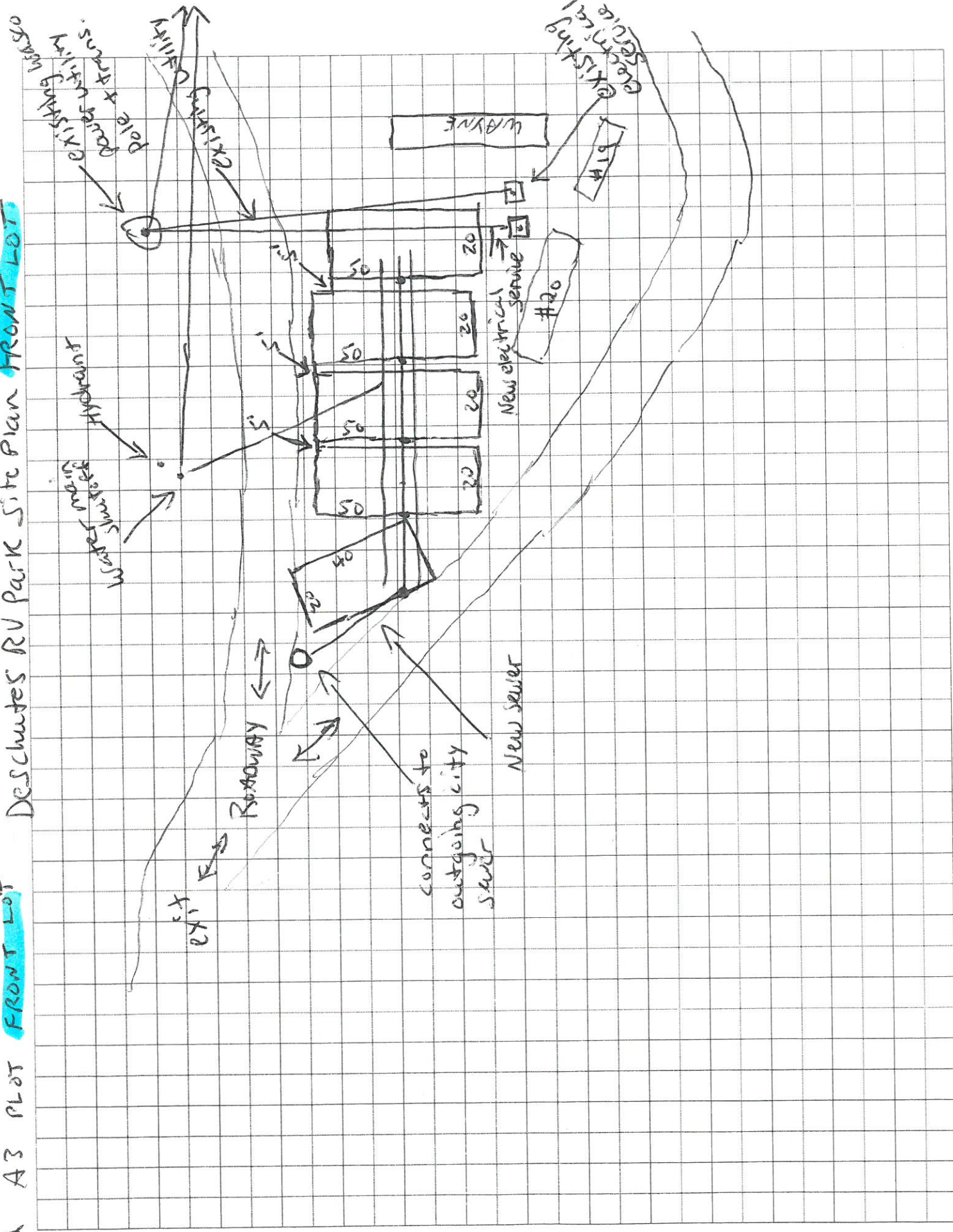


60ft

42.07245171 Degree

120122 A3 PLOT FRONT LOT

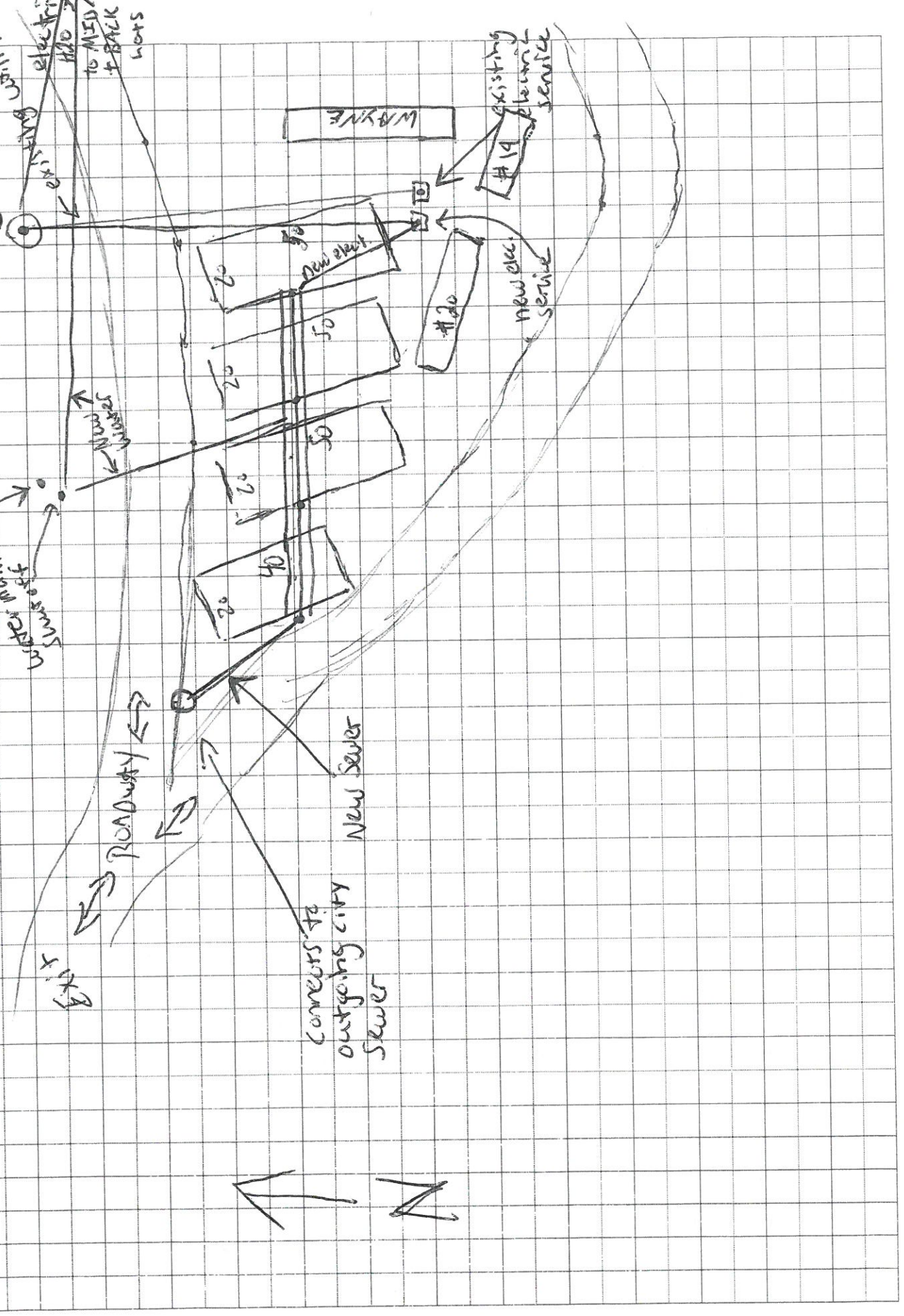
Deschutes RV Park Site Plan FRONT LOT



10' = 1 square

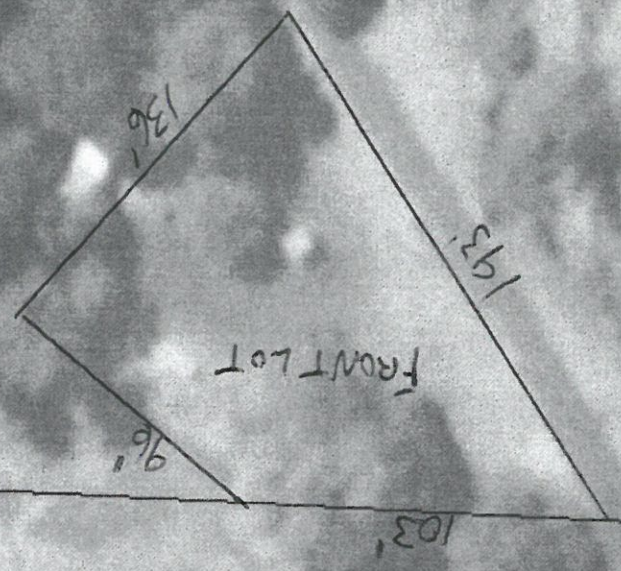
25' site width / 5' buffer between

01/20/22
A3 Plot Front Lot
Describes RU Park Site Plan Front Lot



10' equals 1 square
30' site width

N ↓



0 [] [] [] [] []



Site Plan Review Information Requested

Addendum A1:

(Back Lot area) (25'-30' Overall site widths) (10-13 sites)

Dimensions:

Approximately 260'x160'

Materials:

Gravel, RV Pedestals, Water Connections, Sewer Connections, Fiber

Exterior Lighting:

Built in RV Pedestal lights

Setback:

Adequate per zoning regulations

Underground Activity:

One trench from Wasco Power pole to new 400 amp service, located behind site #9. Then one trench through the middle of the Back Lot with utilities (water, sewer, power, fiber). The trench from the Wasco pole to the Back Lot will start out with water, power, and fiber. It will then link up with the Sewer line trench, that starts at site #5. At that point the water, sewer, power, and fiber will be in the same trench.

Site Plan Review Information Requested

Addendum A2:

(Mid Lot area) (25'-30' overall site widths) (4-5 sites)

Dimensions:

Approximately 150'x40'

Materials:

Gravel, RV Pedestals, Water Connections, Sewer Connections, Fiber

Exterior Lighting:

Built in RV Pedestal lights

Setbacks:

Adequate per zoning regulations

Underground Activity:

A trench with power will come off of the new Front Lot power service pedestal. The power, water, sewer, and fiber will run in the same trench, perpendicular to sites #1-5 and parallel to current sewer located behind sites #1-5.

Site Plan Review Information Requested

Addendum A3:

(Front Lot area) (25'-30' overall site widths) (4-5 sites)

Dimensions:

Approximately 150x60

Materials:

Gravel, RV Pedestals, Water Connections, Sewer Connections, Fiber

Exterior Lighting:

Built in RV Pedestal lights

Setbacks:

Adequate per zoning regulations

Underground Activity:

A trench running due south, parallel to existing trench from Wasco Power pole, to new 400 amp service. The new service will be adjacent to existing Deschutes RV Park service in place. The water line trench, from near the main water shutoff, will connect near the East/West sewer line, or, tie into the existing water line, located approximately halfway between Wasco Power pole and existing RV Park electrical service line. Sewer to run from east to west and join main sewer line exiting the park, or, tie into sewer cleanup existing at the same location as existing water mentioned above.

Site Plan Review Site Information

Addendum B1:

Deschutes RV Park currently has no structures, gravel roads, some old dilapidated fencing along our upper property portion. There is an easement across BLM land for access to Maupin City water and sewer utility services. All of our infrastructure is underground in the form of RV Site utilities.

Site Plan Review Site Information

Addendum B2:

The location of our property and proposed new site locations allow for traffic congestion to be avoided. Our property is well off of Bakeoven Road and has ample parking areas and safe locations, for both, pedestrians and vehicles to operate in harmony. The approach and exit for the driveway, at Deschutes RV Park, is wide open to view oncoming traffic from both directions on Bakeoven Road and allows for an open line of sight for vehicles entering the driveway from Bakeoven Road. Any significant features deemed significant should not be impacted by our site proposal. Being a private property within The City of Maupin limits, we do not offer amenities to the public. Due to the size and location of our property there will be minimal, at most, adverse effects on surrounding property. The flat acreage, that the site plan focuses on, is a very gradual slope from East to West.



City of Maupin
 PO Box 308
 Maupin, OR 97037

Tel 541-395-2698
 Fax 541-395-2499

SITE PLAN REVIEW # _____

Date Submitted: 2/28/22 Date determined complete: 2/28/22 Fee: \$3190 paid pending connection size BO

Applicant/Owner Information:			
Applicant(s)	<u>Robert Miles</u>	Property Owner(s)	<u>Robert Miles</u>
Mailing Address	<u>PO Box 130</u>	Mailing Address	<u>PO Box 130</u>
Phone (H) <u>541-993-3955</u> (W) <u>541-263-5535</u> Phone (H) <u>541-993-3955</u> (W) <u>541-263-5535</u>			
Property Information:			
Parcel Address <u>304 Bakeoven Rd.</u>			
City Lot No.(s)		Block No.	
Township	<u>45</u>	Range	<u>14E</u>
Section	<u>32</u>	Tax Lot No. (s)	<u>5600</u>
Square Footage	<u>361984 ft²</u>	Lineal Feet of Frontage	<u>800'</u>
Comprehensive Plan Map/Zoning Designation <u>RC</u>			
Legal Lot Determination:			
Deed No.	<u>2001-000086</u>	Date Filed	<u>1/08/2001</u>
The deed(s) and a map showing the parcel(s) described in the deed(s) must accompany this application			
Project Information:			
<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Expansion/Alteration <input checked="" type="checkbox"/> Change of Use <input type="checkbox"/> Amend Approved Plan			
Current use of parcel	<u>Guided rafting, lodging, restaurant and bar</u>		
Proposed use of parcel	<u>adding 34 space full hookup RV park, employee dog camp</u>		
Use of adjacent parcels	<u>residential, rafting business, City Park</u>		
Briefly explain the Project			
<u>construct a new 34 space, full hookup, RV park on the upper portion of tax lot 5600, formalize employee dog camping directly under the Hwy 197 bridge. Dog camping to provide 4 spaces</u>			
Proposed Building(s) Footprint Size (in square feet)			

connection size BO

REQUEST INFORMATION

Dimensions, materials, exterior lighting, setbacks, roads, driveways, and underground activity of proposal:

Approximately 1500' of gravel roadway serving 34 RV spaces. All underground utilities for all sites. No structures.

Purpose for request:

Site portion of tax lot 5000 has been vacant land. This new RV park will provide much needed RV space access.

Operational Characteristics (hours of operation, number of employees, number of Average Daily Trips, etc.):

Operate daily year round providing nightly space rental. 24 hours / day, one employee, traffic flowing in and out as needed

Request is for a home occupation Yes No

Request is for a Business Complex or Enterprise Yes No

Proposed Signs Yes No

If yes, refer to Maupin Sign Ordinance No. 276, and attach:

Sign Permit Application & Scale Drawing of the Plan and Plot Plan

Integrated Signage Plan if Business Complex or Business Enterprise

SITE INFORMATION:

Existing Improvements (structures, fences, roads, easements, etc.)

The entirety of Imperial River Company. 25 rooms of lodging, salt warehouse, restaurant and bar

Proposed parking area, including number of spaces and dimensions of spaces (9'x19' min.), surface material:

All parking to be contained on each individual RV site 12' x 60-80'. Excess bus parking adjacent to South edge of property.

In addition to all other required information, the proposed site plan must demonstrate how:

- Traffic congestion is avoided
- Pedestrian, vehicular safety and welfare are protected
- Vision Clearance Area is preserved and maintained, where applicable
- Significant features and public amenities are preserved and maintained
- There will be minimal adverse effect on surrounding property

PLANS AND OTHER INFORMATION REQUIRED:

- At least 12 copies of concept site plan. *electronic copies*
- At least one 11 x 17 concept site plan.
- At least 12 copies of a separate vicinity map indicating location of the proposed development
- State Highway or County Road Access Permit, where applicable

Signatures:	<i>Robert A. Mills</i>	Date <i>2/28/2022</i>
Applicant(s)		Date
Property Owner(s)	<i>Robert A. Mills</i>	Date <i>2/28/2022</i>
		Date

LOCAL GOVERNMENT INFORMATION/APPROVAL

Date Application Filed: *2/28/22* *BD*
 Date Fee Paid: *2/28/22* *BD* CHECK # *5130*

- Application Approved as submitted
- Approved with conditions _____
- _____
- _____
- Denied

Signed: _____ Date _____
 Planning Commission Chair

NOTICE TO APPLICANT

**LAND USE DEVELOPMENT FILING FEE
AND REIMBURSEMENT FOR ADMINISTRATIVE COSTS**

Dear Applicant:

The City of Maupin, like many cities in Oregon, is faced with a severely reduced budget for the administration of the City's ordinances. The land use planning process in the State of Oregon has become increasingly complex. To properly process your land use application, the City must rely upon professional consultants to assist in preparing the legal notices, conducting on-site inspection, preparation of staff reports and attendance at the Planning Commission and/or City Council meeting. The City utilizes a consultant to ensure your application is processed fairly and promptly. Because of the reduced budgets, the City finds it necessary to transfer those administrative costs to you, the applicant, as a part of the land use planning process. Therefore, you are asked to read and sign the statement below indicating you understand the requirement.

**LAND USE DEVELOPMENT FILING FEE AND ADMINISTRATIVE COST
REIMBURSEMENT**

I/We, the applicant(s), Robert Miles,
agree that **in addition** to the Land Use Filing Fee per City of Maupin Fee
Schedule, to reimburse the City of Maupin for actual cost of Contract
Planner and Attorney.

Signed this 28 day of February, 2022

Property owner(s): Robert A. Miles

City of Maupin
Water and Sewer Service Connections
Application and Agreement

*

Owner <u>Robert Miles</u>		Date <u>2/28/2022</u>
Job Location <u>304 Bakeoven Rd.</u>		
Residential <input type="checkbox"/>	Commercial / Industrial <input checked="" type="checkbox"/>	Fire Sprinkler Systems <input type="checkbox"/>
Duplex <input type="checkbox"/>	RV Spaces <input checked="" type="checkbox"/> # of Spaces <u>34</u>	In City Limits: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Multi-Family <input type="checkbox"/> # of Units <input type="checkbox"/>	MH Park <input type="checkbox"/> # of Spaces <input type="checkbox"/>	Motel <input type="checkbox"/> # of units <input type="checkbox"/>
Other: _____		

Water: Request is made for a TBD inch water service connection New Reinstall Addition

Application is hereby made to the City of Maupin for water to be supplied to the above premises. It being understood and agreed that water shall be supplied and used only in accordance with the rules, regulations and rates of the City of Maupin and the Water Department, as now in force and any modifications, alternations or amendments thereof which may be made thereto by the City of Maupin from time to time.

Sewer: Request is made for a sewer service connection New Reinstall Addition

Application is hereby made to the City of Maupin for a sewer connection to the above premises. It being understood and agreed that sewer service shall be supplied and used only in accordance with the rules, regulations and rates of the City of Maupin and the Sewer Department, as now in force and any modifications, alternations or amendments thereof which may be made thereto by the City of Maupin from time to time.

New Water Service Connection Fee of \$1500.00 paid this date: <u>2/28/22 BD</u>
New Sewer Service Connection Fee of \$1500.00 paid this date: <u>2/28/22 BD</u>
In addition to the fees shown above, costs for labor and materials i.e. pipe, city equipment, man hours, sand, shale etc. to the property line will be charged and any applicable SDC fees.

Robert A. Miles
Signature of Owner

541-993-3955
Phone

PO Box 130 Maupin, OR 97037
Billing Address

APPLICATION FOR RV & MFD PARK DEVELOPMENT



Building Codes Services
 2705 E 2nd Street
 The Dalles, OR 97058
 Phone: 541-506-2650 • Fax: 541-506-2651
 Email: buildingcodes@co.wasco.or.us • www.co.wasco.or.us

DEPARTMENT USE ONLY	
Permit #:	_____
County:	_____
By: _____	Date: _____

Permits expire if work is not started within 180 days of issuance or if work is suspended for 180 days. It is the responsibility of the permit holder to see that required inspections (per OAR 918-650-0040(4)) are requested in a timely manner. When making an inspection request, include permit number, name, site address, directions to the site, types of inspections requested, and the date that the site will be ready for inspection.

TYPE OF PERMIT		
<input checked="" type="checkbox"/> Recreation Park	<input type="checkbox"/> Mfg. Dwelling Park	<input type="checkbox"/> New Construction
<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration/Remodel	<input type="checkbox"/> Other: _____
Description: RV Park located in the City of Maupin		
LOCAL GOVERNMENT APPROVALS		
Zoning	Flood Plain Review	Sanitation
Application#:	Information verified/approved? <input type="checkbox"/> Y <input type="checkbox"/> N	Information verified/approved? <input type="checkbox"/> Y <input type="checkbox"/> N
Information verified/approved? <input type="checkbox"/> Y <input type="checkbox"/> N	Signature:	Signature:
Signature:	Signature:	Jurisdiction: City of Maupin
Jurisdiction: City of Maupin	Jurisdiction: City of Maupin	Date: _____ Tax lot#: 5600
Date: _____ Tax lot#: 5600		
JOB SITE INFORMATION		OWNER INFORMATION
Address: <u>304 Bakeoven Rd.</u>		Name: Robert Miles
City: Maupin	State: OR ZIP: 97037	Address: 304 Bakeoven Rd
Directions to job site: Adjacent to the West side of the Hwy 197 bridge over the Deschutes River in Maupin, OR. From Hwy 197 go West on Bakeoven Rd, turn left into Imperial River Company driveway.		City: Maupin State: OR ZIP: 97037
		Phone: (541) 225-5180 Mobile: (541) 993-3955
		Email: rob@deschutesriver.com
FEE TOTALS		APPLICANT INFORMATION
A. Mfd. Dwelling Permit:	\$ _____	Name: Robert Miles
B. RV Permit:	\$ _____	Mailing Address: PO Box 130
C. Investigation Fee:	\$ _____	City/State/ZIP: Maupin, OR 97037
D. 12% Surcharge (.12x[A or B+C])	\$ _____	Phone: 541-993-3955
E. Plan Review 65% (.65x[A or B])	\$ _____	Email: rob@deschutesriver.com
Total Fees and Surcharges (A or B=C=D=E)	\$ _____	Signature: _____ Date: _____
<p>If paying by credit card, please provide best contact number below. _____</p> <p>Payment can also be made online once permit is created. In most cases, a link to the ePermitting payment portal will be sent to the email on file. If you do not receive this link, please visit www.buildingpermits.oregon.gov and search for your address or permit number.</p> <p>Make check or money order payable to Wasco County. DO NOT SEND CASH.</p>		<p>I hereby certify that, to my knowledge, the above information is true and correct. All work to be performed shall be in accordance with all governing laws and rules.</p> <p>Signature: _____</p> <p>Date: _____</p>



Dear Ladies and Gentlemen of the Planning Commission,

Thank you for hearing my request for a site plan review.

We would like to develop an RV park for nightly or long term rental on a 3.8 acre portion of lot 5600 comprising 8.31 acres in total. The parcel is zoned RC. The Deschutes River bridge separates the parcel into the areas of the Upriver Park and the downriver site of the current Imperial River Company. Existing business operations include a 25 room lodge, restaurant, bar, and a guided whitewater rafting business. The rafting warehouse sits to the West of the main buildings near the Hwy 197 bridge and houses restroom and shower facilities that will service the Upriver Park.

The Upriver Park is accessed from Bakeoven Road on the current Imperial River Company Driveway. Vehicles will travel past the raft warehouse and pass under the Deschutes River bridge in the existing location. A garbage corral will be sited on the left as you drive under the bridge and an onsite employee campsite will serve as a camp host.. A gravel roadway 15- 24 feet wide, depending on location, veers to the right past a welcome kiosk listing parks rules, quiet hours of 10pm-7am, and fees. The road provides access to back-in river front sites and pull-through sites. Each site will have a minimally intrusive illuminated marker sign. Sites will have full hookups with 50-amp electrical service, potable water, and sanitary sewer. Water and sewer systems will be connected to the City of Maupin and sized accordingly. A picnic table will be located adjacent to the 12'x 60-80' gravel parking pad. The entire area will have password protected WiFi. Landscaping will consist of large river rocks, berms, and desert vegetation. The feel will be of a natural river bench as if the roadway and sites just happened to be in the right location. There will be no grass, and no irrigated landscaping.

Buses, trailers, and other equipment will be parked on this site in accordance with current business practices.

Under the South end of the Deschutes River bridge we have a small dry camping area for employees. The area is approximately 100'x40' and will house no more the four trailers, RV's or tents. This area has been used as such for many years and we do not anticipate any change in activity.

Thank you for your time and consideration. I look forward to expanding operations in Maupin by adding more RV parking for our visitors.

Sincerely,

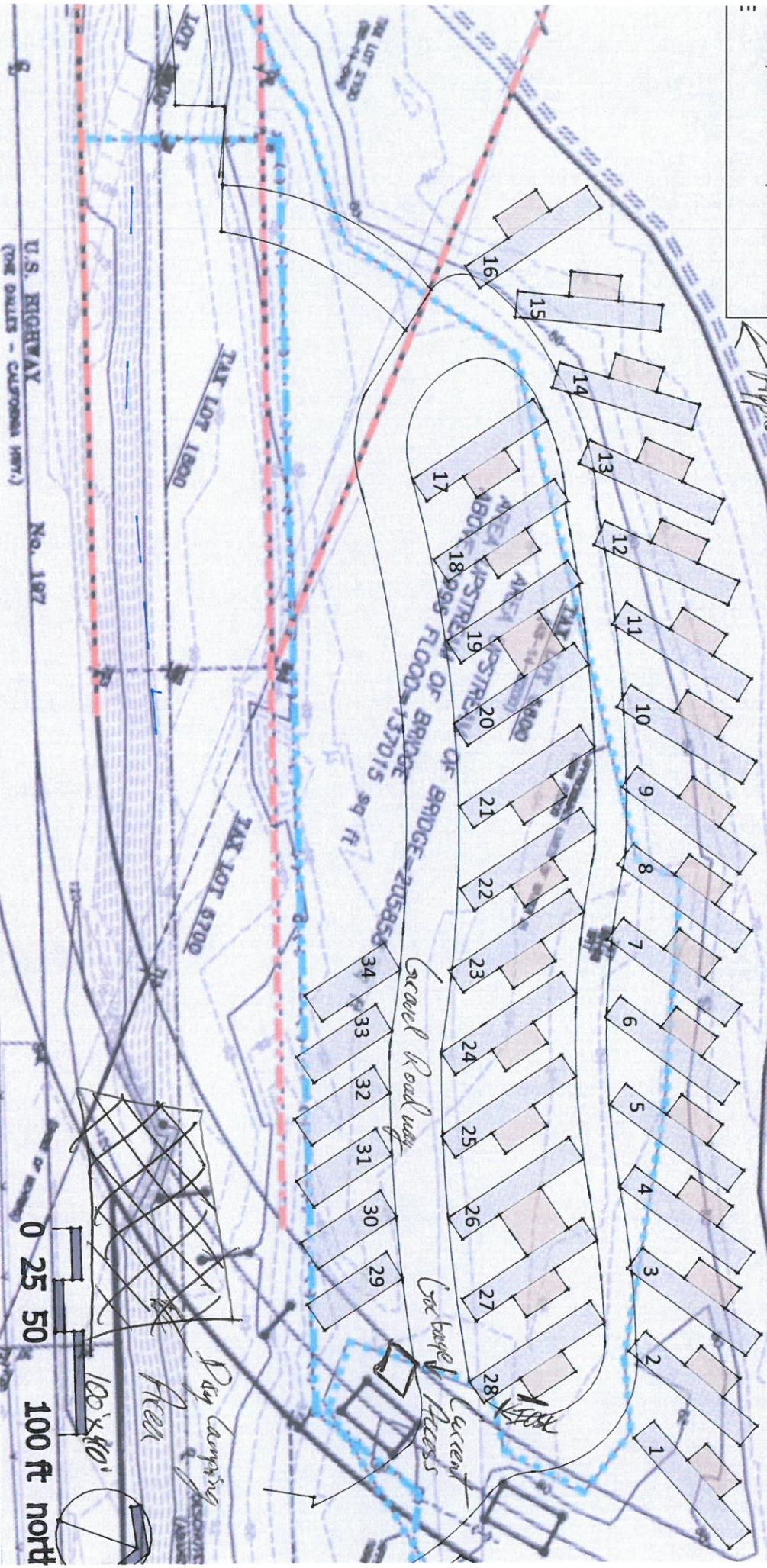
A handwritten signature in black ink that reads "Rob Miles". The signature is written in a cursive style with a large, prominent "R" and "M".

Rob Miles
304 Bakeoven Rd
Maupin, OR 97337

2/27/2022

PROGRESS DOCUMENT NOT
ACTION. SUBJECT TO FURTHER
ANGES, APPROVALS, CONDITIONS

← Approx
790' Riverfront →
35' Width of Typical Space 12' x 60'-80', gravel pad



Perial
RIVER CO.

UP-RIVER PROPERTY MASTER PLAN

PRELIMINARY PROGRESS SITE PLAN OVER SURVEY

ON THE DESCHUTES RIVER IN MAUPIN, OREGON FOR ROB & SUSIE MILES, OWNERS SEDER ARCHITECTURE + URBAN DESIGN LLC 2-25-22

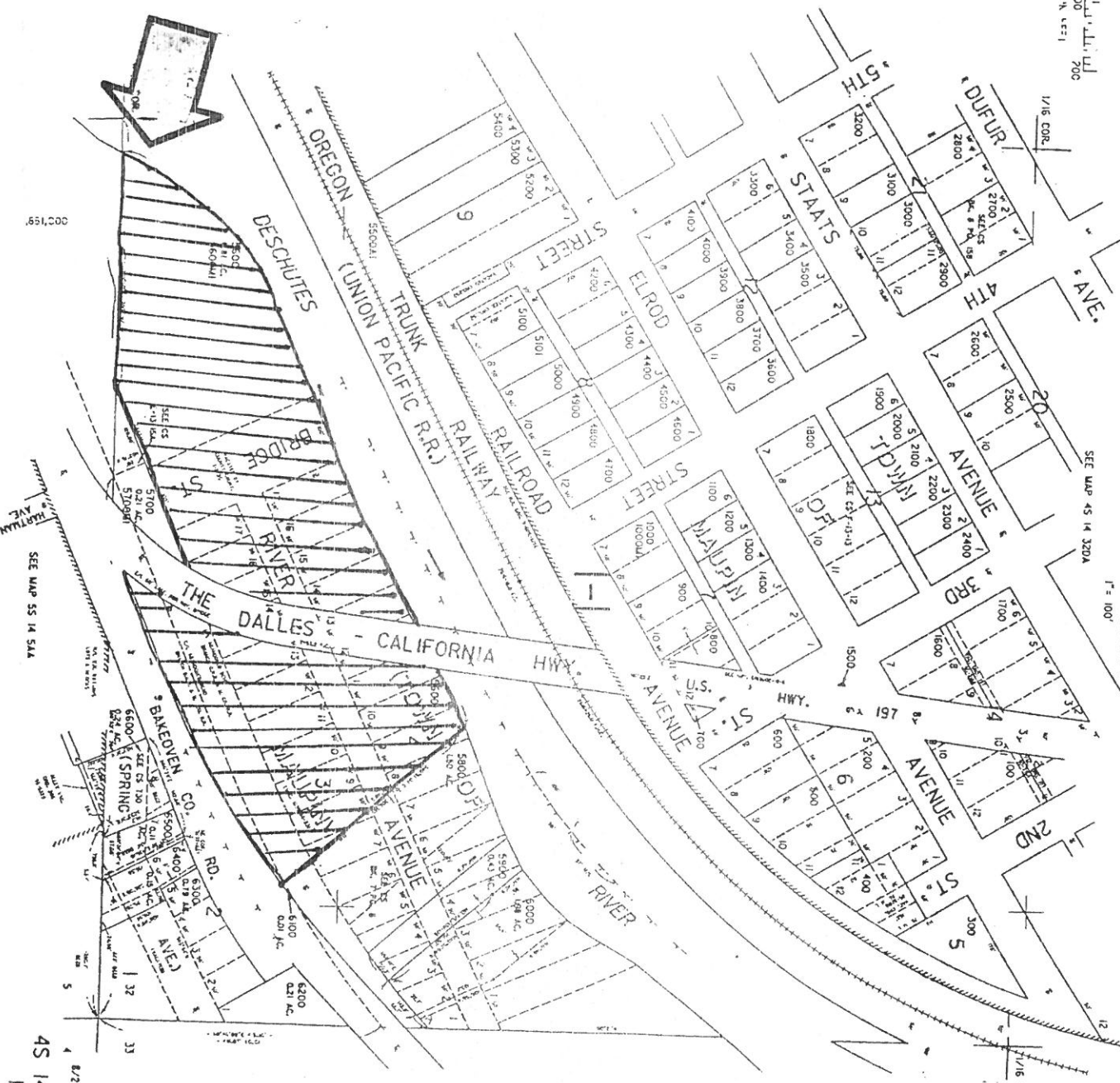
Recreational Commercial (RC) on Tax Lot 5600, 4S-14-32DD

SCALE N. 1/2" = 1' 200'

THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSE ONLY

SE1/4 SE1/4 SEC. 32 T.4S. R.14E. W.M.
WASCO COUNTY

4S 14 32DD
MAUPIN



SEE MAP 45 14

Revised
8/20/2002, RT
4S 14 32DD
MAUPIN

Microfilm No. 20010036(9)

FILED WASCO CTY
THE DALLES OR.

JAN 13 3 19 PM '01

KAREN L. LEBRETON
COUNTY CLERK

After recording return to:

Rolf L. Anderson
BRADACH LAW OFFICES
700 N.E. Multnomah, Suite 900
Portland, OR 97232

True and Actual Consideration: \$1,200,000.00

Until a change is requested, all tax statements shall be sent to:

ROBERT AND SUSAN MILES
DANIEL AND EVELYN CARVER
P.O. Box 130
Maupin, OR 97037

STATE OF OREGON, } SS
County of Wasco, }

I certify that this document was received
and recorded in the

DEED

Karen LaBington, County Clerk *cg*
A+T 10/1 LC 10 Recording 40

16780

WARRANTY DEED

20010086 (5)

KNOW ALL MEN BY THESE PRESENTS, that **Carrol L. White and Judith M. White**, hereinafter called the Grantor, for the consideration hereinafter stated, to Grantor paid by **Robert Miles and Susan Miles and Daniel and Evelyn Carver**, hereinafter collectively called Grantee, does hereby grant, bargain, sell and convey unto the said Grantee and Grantee's heirs, successors and assigns, that certain real property, with the tenement, hereditaments, and appertinances thereunto belonging or appertaining, situated in the County of Wasco and State of Oregon, described as follows, to wit:

See legal description attached hereto as Exhibit A

To have and hold the same unto the said Grantee and Grantee's heirs, successors and assigns forever.

And said Grantor hereby covenants to and with such said Grantee and Grantee's heirs, successors and assigns, that Grantor is lawfully seized in fee simple of the above-granted premises, free from all encumbrances except as set forth on Exhibit B, attached hereto.

That Grantor will warrant and forever defend the said premises and every part and parcel thereof against the lawful claims and demands of all persons whomsoever, except those claimed under the encumbrances described on Exhibit B attached hereto.

Ram
DPC
ARM

The true and actual consideration paid for this transfer, stated in terms of dollars, is ~~One Million One Hundred Sixty Thousand and 00/100 Dollars (\$1,160,000.00)~~ One Million One Hundred Sixty Thousand and 00/100 Dollars (\$1,160,000.00). THE TRUE CONSIDERATION FOR THIS CONVEYANCE IS PURSUANT TO AN IRC 1031 TAX DEFERRED EXCHANGE ON BEHALF OF THE GRANTOR IN WITNESS WHEREOF, the Grantor has executed this instrument this 5 day of January, 2001.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON

20010086 (9)

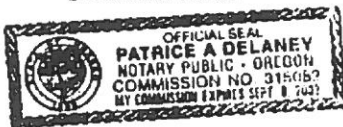
20010086

ACQUIRING FEE TITLE TO THE PROPERTY SHALL CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930. THE PROPERTY DESCRIBED IN THIS INSTRUMENT MAY NOT BE WITHIN A FIRE PROTECTION DISTRICT PROTECTING STRUCTURES. THE PROPERTY IS SUBJECT TO LAND USE LAWS AND REGULATIONS, WHICH, IN FARM OR FOREST ZONES, MAY NOT AUTHORIZE CONSTRUCTION OR SITING OF A RESIDENCE AND WHICH LIMIT LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.390 IN ALL ZONES. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND EXISTENCE OF FIRE PROTECTION FOR STRUCTURES.

Carrol L. White
Carrol L. White

Judith M. White
Judith M. White

STATE OF OREGON)
)
County of Wasco)



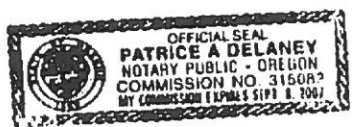
Personally appeared before me this 5 day of January, 2001, the above-named Carrol L. White, who executed foregoing instrument and acknowledged the same to be his voluntary act and deed.

Patrice A. Delaney
Notary Public for Oregon
My commission expires: 09-08-02

20010086

STATE OF OREGON)
)
County of Wasco)

Personally appeared before me this 5 day of January, 2001, the above-named Judith M. White, who executed foregoing instrument and acknowledged the same to be her voluntary act and deed.



Patrice A. Delaney
Notary Public for Oregon
My commission expires: 09-08-02

EXHIBIT "A"

PARCEL 1:

A tract of land situated in the SE1/4 of the SE1/4 of Section 32, Township 4 South, Range 14 East of the Willamette Meridian, Wasco County, Oregon. Beginning at a point on the South line of said Section 32, said point being North 89°50' West 798.8 feet from the Southeast corner of said Section 32; thence North 23°15' West 50.0 feet to a point on the Northerly right-of-way of the abandoned Bend Branch of the OWR&N Railroad Company; thence South 66°45' West on said right-of-way 120.0 feet to a point of intersection with said South line of Section 32; thence North 89°50' West on said section line 290 feet more or less to the edge of Deschutes River; thence Northeasterly and downstream along waters edge 1000.0 feet to a point that is 210.0 feet when measured perpendicular to the Northeasterly line of that tract of land recorded in Volume 138, page 139 Deed of Records of Wasco County; thence South 41°40' East parallel with and 210.0 feet from said line to a point of intersection with the Northerly right-of-way line of Bake Oven County Road; thence along said right-of-way line and its Southwesterly extension to a point that is South 23°15' East 50.0 feet more or less from the point of beginning; thence North 23°15' West 50.0 feet more or less to the point of beginning.

EXCEPTING THEREFROM those tracts deeded to the Oregon State Highway Department and Wasco County and all that portion lying with in Bakeoven County Road.

ALSO EXCEPTING THEREFROM the following described tract: All that portion of the abandoned right of way of the Deschutes Railroad in the Southeast quarter of the Southeast quarter of Section 32, Township 4 South, Range 14 East of the Willamette Meridian, lying Southerly of the Westerly line of a 60-foot easement granted to the State of Oregon for a highway bridge, in the County of Wasco and State of Oregon.

PARCEL 2:

All that portion of the abandoned right of way of the Deschutes Railroad in the Southeast quarter of the Southeast quarter of Section 32, Township 4 South, Range 14 East of the Willamette Meridian, lying Southerly of the Westerly line of a 60-foot easement granted to the State of Oregon for a highway bridge, in the County of Wasco and State of Oregon.

PARCEL 3:

A strip of land situated in the Northeast quarter of Section 5, Township 5 South, Range 14 East of the Willamette Meridian in Wasco County, Oregon, described as follows:

Beginning at a point on the North line of said Section 5, said point being North 89°50' West 798.8 feet from the Northeast corner of said Section 5, thence North 89°50' West on said North line 124.2 feet more or less to a point on the Northerly line of a portion of those strips of land conveyed to the Deschutes Railroad Co. by W.E. Hunt and Rojina Hunt, his wife, by deed dated September 3, 1909 and recorded in Book 49 of deeds on Page 107 of the records of said County; thence South 66°39'38" West on said Northerly line 256.35 feet; thence South 23°20'21" East leaving said line 86.87 feet more or less to a point on the Northerly right of way line of U.S. Highway 197; thence Northeasterly on said right of way line 400 feet more or less to a point on the aforesaid North line of Section 5, thence North 89°50' West on said North line 35 feet more or less to the point of beginning.

20010086

20010086 (8)

Legal Continued

TOGETHER WITH all of that right, title and interest of the Seller in the fee of that portion of the former 150 foot right of way conveyed to the Deschutes Railroad Co. by W.E. Hunt and Rojinla Hunt, his wife, by deed dated September 3, 1909, recorded in Book 49 of the Deed Records of Wasco County at Page 107, lying adjacent Southerly to the above described tract, subject to the rights of the State of Oregon therein.

PARCEL 4:

A tract of land situated in the Northeast quarter of Section 5, Township 5 South, Range 14 East of the Willamette Meridian in Wasco County, Oregon, described as follows:

Commencing at a point on the North line of said Section 5, said point being North 89°50' West 798.8 feet from the Northeast corner of said Section 5, thence North 89°50' West on said North line 124.2 feet, more or less, to a point on the Northerly line of a portion of those strips of land conveyed to the Deschutes Railroad Co. by W.E. Hunt and Rojinla Hunt, his wife, by deed dated September 3, 1909 and recorded in Book 49, Deed Records of Wasco County, Oregon at Page 107; thence South 66°39'38" West on said Northerly line 256.35 feet to the true point of beginning; thence along said Northerly line of said strip South 66°39'38" West 100 feet, more or less, to an iron rod set at the Northeastly corner of land conveyed by Arletha C. Hunt to Darlene O'Brien by deed dated July 12, 1976; thence South 23°20'21" East along the Easterly line of tract conveyed by Arletha C. Hunt to Darlene O'Brien 87.54 feet, more or less, to the Northerly right of way line of U.S. Highway 197; thence Northeastly on said right of way line 100 feet, more or less, to an iron rod which is South 23°20'21" East from the true point of beginning; thence North 23°20'21" West 86.87 feet to the true point of beginning.

TOGETHER WITH all of the right, title and interest of the grantor in the fee of that portion of the former 150 foot right of way conveyed to the Deschutes Railroad Co. by W.E. Hunt and Rojinla Hunt, his wife, by deed dated September 3, 1909, recorded in Book 49 of the Deed Records of Wasco County, at Page 107, lying adjacent Southerly to the above described tract, subject to the rights of the State of Oregon therein.

PARCEL 5:

Beginning at a point South 47° 22' West 92.7 feet measured on the right of way line of the abandoned Bend Branch of the O.W. Railroad and N.R. Railroad, from where the North line of the O.W. Railroad & N. Company right of way intersects the East boundary line of the Southeast quarter of the Southeast quarter of Section 32, Township 4 South, Range 14 East of the Willamette Meridian; Wasco County, State of Oregon; thence North 41° 40' West to the center of the Channel of the Deschutes River; thence in a Southwesterly direction 50 feet following the center of said Channel; thence South 41° 40' East to a point of intersection with the O.W. Railroad and N. Company right of way; thence North 51° 48' East 50.2 feet along said right of way to the point of beginning.

20010086

(8)
20010086

LEGAL DESCRIPTION CONTINUED

PARCEL 6:

Beginning 142.9 feet, measured on the right of way line, in a Southwesterly direction, of the abandoned Bend Branch of the O.W. Railroad and N. Railroad, from where the North line of the O.W. Railroad and No. Company right of way intersects the East boundary line of the Southeast quarter of the Southeast quarter of Section 32, Township 4 South, Range 14 East of the Willamette Meridian, Wasco County, State of Oregon; thence North 41° 40' West to the center of the Channel of the Deschutes River; thence in a Southwesterly direction following the center of said channel until same intersects the South line of said Section 32; thence East along the South line of said Section until same intersects the Northerly boundary of said O.W. Railroad and N. Company's right of way; thence Northeasterly along the Northerly boundary of said right of way to the point of beginning.

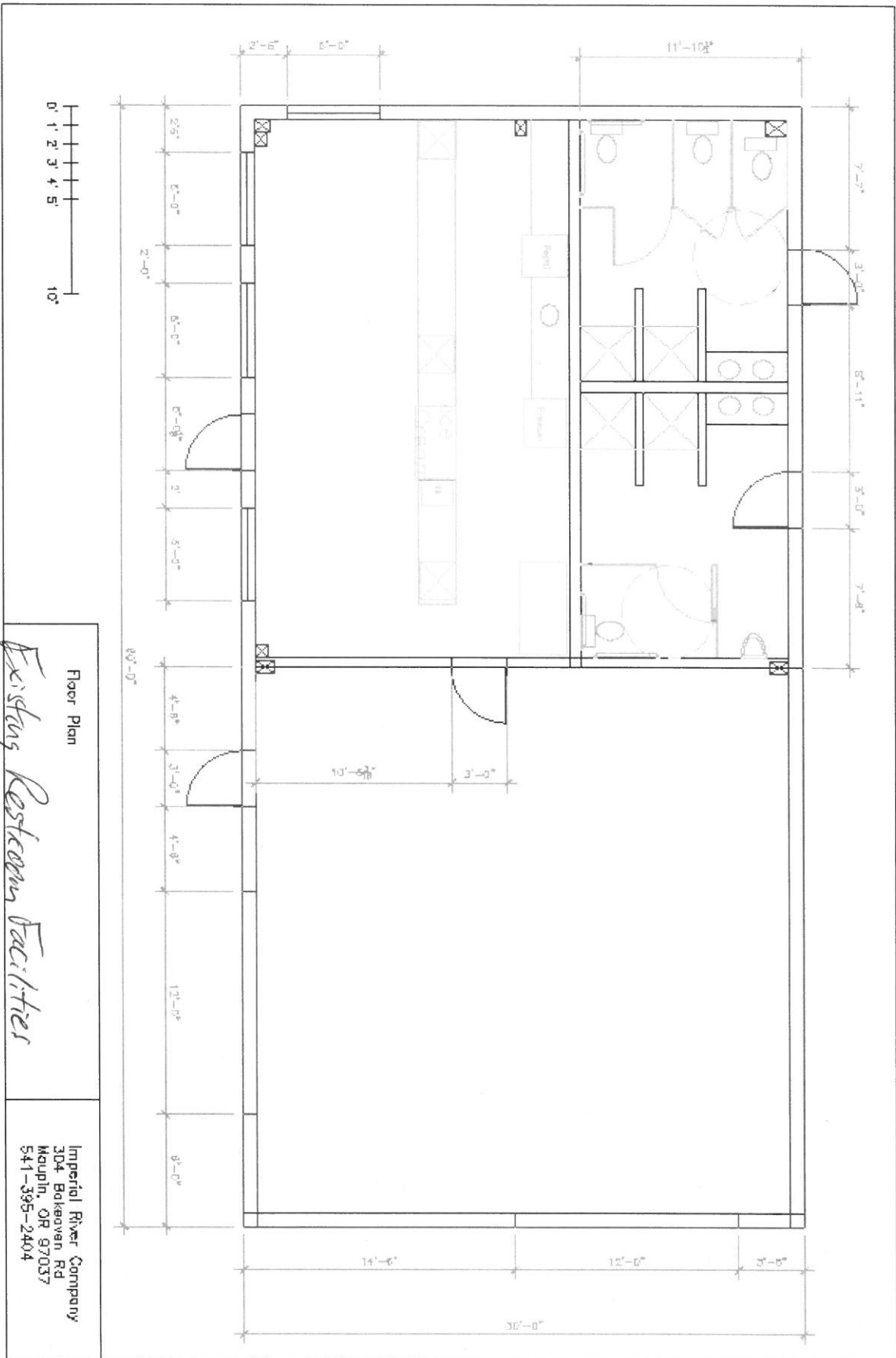
ALSO a piece or parcel of land situated in the Southeast quarter of the Southeast quarter of Section 32, Township 4 South, Range 14 East of the Willamette Meridian, Wasco County, State of Oregon described as follows, to-wit:

Beginning at a point on the East line of said Section 32 that is 50 feet distance Northwesterly, measured radially, from the center line of main track of the Deschutes Railroad Company as same was formerly constructed and operated; thence Southwesterly, parallel with and 50 feet distance Northerly, measured at right angles and/or radially from said center line of main track, as formerly constructed and operated, to a point in the Easterly line of that certain 60 foot easement for highway bridge, heretofore granted by the Deschutes Railroad Company to the State of Oregon by agreement dated November 30, 1928; thence Southwesterly along the Easterly line of said easement to a point that is a 50 feet distance Southerly, measured radially, from said center line of main track as formerly constructed and operated; thence Northeasterly, parallel with and 50 feet distance Southerly, measured at right angles and/or radially, from center line of main track as formerly constructed and operated, to the Northwest corner of Lot 3 in Block 2 of the Town of Maupin, according to the recorded plat thereof, thence Northerly along the Westerly line of said Lot 3 produced Northerly, to a point in the center line of said main track as formerly constructed and operated; thence Northeasterly along said center line as formerly constructed and operated to a point on the East line of Section 32; thence North along said East line of said Section 32 to the point of beginning. The above described property being a part of the certain 100 foot strip of land heretofore conveyed to the Deschutes Railroad Company by Arabelle Staats and W.H. Staats, her husband by deed dated July 30, 1909, recorded in Book 49 of Deeds, on page 33, Records of said Wasco County, State of Oregon.

EXCEPTING THEREFROM the property heretofore conveyed by Royal Ward and Charlotte A. Ward to Thomas F. Baltz, Phyllis Baltz, Wallace H. Yost, and Jane Yost as described in Memorandum of Land Sale Contract recorded in the Deed Records of Wasco County, State of Oregon, Microfilm No. 801754.

20010086

20010086 (8)



Floor Plan
Existing Restroom Facilities

2/28/2022

Imperial River Company
 304 Bokeoven Rd
 Maduin, OR 97037
 541-395-2404



City of Maupin

507 Grant Ave.
P.O. Box 308
Maupin, OR. 97037

Invoice

Date	Invoice #
2/28/2022	33

Bill To
Rob Miles/Imperial River Co. PO Box 130 Maupin, OR 97037

Item	Description	Quantity	Rate	Amount
Application Fee	Building & Land Use Applications	1	40.00	40.00
Site Plan Review	Site Plan Review (Planning Commission)	1	150.00	150.00
Water Hookup Fee	Water Service Connection Fee	1	1,500.00	1,500.00
Sewer Hookup Ch...	Sewer Service Connection Fee	1	1,500.00	1,500.00

If you have any questions about this invoice, please contact us at City Hall 541-395-2698.

Total \$3,190.00

Payments/Credits -\$3,190.00

Balance Due \$0.00



TENNESON

ENGINEERING CORPORATION

CONSULTING ENGINEERS • SURVEYORS • PLANNERS

3775 CRATES WAY
THE DALLES, OR 97058

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February 3, 2022

City of Maupin
Planning Commission
507 Grant Ave.
Maupin, OR 97037

Regarding: Food Carts

Dear Commissioners,

At the request of the Mayor and City Manager I have prepared a draft ordinance addressing and permitting food carts in specific circumstances. There are two general sections to the draft; one allows a renewal annual permit for food carts in commercial zones, the other allows food carts as a temporary use for an annual maximum of 30 days in other zones. The purpose of the first is to allow food carts to act similarly to brick-and-mortar restaurants. The second is meant to address food vendors that may come to town temporarily for specific events. These would be required to adhere to the same criteria as the more permanent carts but would be allowed on public property and other non-commercially zoned property. I look forward to discussing this draft and hearing the Commissioner's feedback on the subject.

Respectfully submitted,

Kirk T. Fatland

Kirk Fatland, Contract Planner

FOOD CARTS

The City of Maupin will allow the use of food carts as defined in this title, under the following circumstances.

Food Carts in Commercial Zones

The City Administrator may approve or submit to the Planning Commission to review and approve, approve with conditions, or deny a temporary use permit allowing food carts based on the following criteria.

- (1) Individual food carts shall be permitted for 365 days on a specific property.
- (2) Site Plan Review is not required for the operation of one or two food carts on a single private lot, providing all criteria of this section are met. Operation of three (3) or more food carts require Site Plan Review. No portion of a food cart's footprint shall be located in public right-of-way, unless authorized to do so as a temporary use as described in Section _____ "Food Carts as a Temporary Use in Non-Commercial Zones."
- (3) Food carts shall only be permitted in City zones where restaurants are permitted, which are the GC - General Commercial, RC – Recreational Commercial, Commercial/Residential Transition, and Craft Industrial Zones.
- (5) No part of the food cart footprint shall impede vehicular or pedestrian circulation, ingress, egress, or clear vision areas, as defined by the city.
- (6) Food carts shall not be required to provide additional off-street parking. The total food cart footprint shall not occupy more than 15 percent of a developed business' required off-street parking, as approved in the development's site development review, or as determined by the parking ratios provided in the Maupin Zoning Ordinance Section_____, if no land use approval record is available.
- (7) Food carts shall be set back from all property lines a minimum of one-half the setback distance of the underlying zone district, but never less than five feet from any property boundary.
- (8) Food carts shall be set back a minimum of six feet from all structures.
- (9) Food carts shall be operated on fully inflated wheels, and shall be mobile at all times.
- (10) Drive-throughs shall not be permitted.

(11) Parking and pedestrian circulation for customers of the food cart shall be located on a paved surface. The food cart itself may be permitted to be located on a graveled surface adjacent to the paved surface.

(12) Food carts shall provide sufficient trash and recycling receptacles on site. Food cart owners and operators shall be responsible for the disposal of trash and general site cleanup, daily.

(14) Portable storage structures shall not be permitted on site in support of the food cart operation.

(15) Generators shall not be permitted.

(16) Food carts shall have a written agreement with the property owner, guaranteeing access to restroom and hand-washing facilities for food cart employees and customers, for the full duration of the food cart operating hours.

(17) A host business shall only supply water to a food cart with a valid food cart permit issued for the same property.

(18) Food carts shall carry at all times a fire extinguisher appropriate for the specific equipment and operation of the business. Other requirements of the Oregon Fire Code may apply.

(19) Food cart wastewater shall be contained on the mobile unit and shall be disposed of by a licensed disposal vendor. Food cart wastewater shall not be permitted to enter the city of Maupin wastewater or storm drain system, nor shall it be released onto any property within the city of Maupin.

(20) Temporary fencing erected as a component of the food cart footprint shall not be taller than three feet in height, and shall be subject to the city's clear vision standards.

(21) Any temporary canopy or tent structure provided by the food cart operator for customer seating areas shall be the responsibility of the food cart operator. The city shall not be responsible for inspecting the anchoring of such structures. Tents and canopies shall be capable of being moved at any time. Propane and natural gas heaters shall not be allowed under a tent structure.

(22) Food cart signage must comply with signage regulation in the Maupin Zoning Ordinance.

Food Carts as a Temporary Use In Non-Commercial Zones

The City Recorder may approve or submit to the City Council to review and approve, approve with conditions, or deny a temporary use permit allowing food carts on non-commercially zoned properties, including publicly owned property based on the following criteria.

- (1) Each temporary use permit will be valid for five (5) days.
- (2) Each property is allowed a maximum of six (6) permits in a calendar year.
- (3) When a temporary use exceeds this time frame, the applicant shall be required to remove the food cart or renew the temporary use permit.
- (4) Multiple permits may be issued simultaneously to allow for extended stays up to the maximum allowed thirty (30) days.
- (5) The applicant conforms with Criteria (1)-(21) of the above Section.

DEFINITIONS

To be added:

- (1) “Food cart” means a mobile vending unit, either towed by trailer hitch or self-propelled, used to sell food and beverages intended for consumption on site or to be carried off site by the customer.
- (2) “Food and beverages” sold by food carts shall not include any substance regulated by the Oregon Liquor Control Commission (OLCC).
- (3) “Footprint” means the entire area occupied by a food cart’s operations, including but not limited to food cart, seating area, trash cans, temporary fencing, planters, etc.

Canyon Wren Wellness, LLC



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www.canyonwrenwellness.com

Maupin City Council
Planning Commission
City Of Maupin
Maupin, OR

February 13, 2022

To the Mayor, City Manager, and City Council:

In the January 26, 2022 Council meeting, Council decided to once again delay taking action, on rezoning properties which include the log home building (1101 N. Highway 197).

2 1/2 years ago, the City significantly benefited by having sold the log building to us in a timely manner for a top-dollar cash price.

Because the log building's zoning at that time was in need of official clarification, as a crucial point in our negotiations with the City in 2019, we received an official, written promise from the City which was the overarching basis on which my partners and I agreed to accept the sale agreement in the first place.

Therefore, if Council continues to further refuse or delay the rezoning of our building to permit uses appropriate to the building and its location, as described in the attached (2019) letter from the City of Maupin, we have decided at this point to pursue our options for legal action associated with breach of contract by the City.

Here is the relevant history:

In the spring of 2019, the City Council decided to offer the Log Home Building for sale, as part of its overall strategy for funding construction of the planned, new Library and Civic Center. I had rented the log building from the City since 2016 and my initial concern was the likely relocation of my place of business and the effect that might have on my livelihood.

Then, my husband Rich (Sutliff) and I were approached by our friend and now partner, Steve Mounts, with an offer to consider purchasing the log building together. Steve's interest, as a long-time member of the community, was both in preserving the integrity and local control of the building as a Maupin showpiece, and in my being able to continue to offer my wellness services to the community there. For our part, Steve's offer to co-invest with us made it possible to con-

sider purchasing it, and we ultimately decided to make an offer on the building together with Steve, as an LLC.

We then proceeded to perform our own due diligence with respect to inspections, zoning, ordinances, property lines and easements, and other property details. We discovered in the process (as the city did) that there was a lot that was far from clear, as the building had not yet even been established as a taxable commercial property with the county (even its physical address was listed as one number in some documents, another in others), nor was it zoned for any use that the building itself was in any way suitable for. As more than one local real estate agent told us at the time, any other buyer would have either dropped the deal, or insisted that the City, as seller, go through a much longer and more expensive process to make it even suitable and really ready for commercial sale, as well as requiring that the city take responsibility for the repairs and deferred maintenance that needed as a result of years of relative neglect.

Once the sale was completed, we proceeded to assume good faith on the part of the City: that pursuit of the zoning changes would proceed as we were told (and have in writing) that they would. And while we were confident that the letter we held protected my own business use, we expected the zoning change to proceed as we had understood was planned, since we also intended to sell the building in turn at some point to a new or existing business, once it became no longer essential to mine, and/or it became an appropriate time for other reasons to sell.

That point came a year ago, and we decided to list it. Which was when it started to get critical that the zoning change that we had been promised move forward, so that we would not lose potential buyers simply because the building was not zoned for anything that anyone who would be interested in either the location or the building would be able to do with it.

Now more than a year into our listing, that has proven to be the case: while our agent tells us that there has been a significant amount of interest, buyers quickly lose interest when they become aware of the limitations of its current zoning. While we have communicated multiple times since to both the Mayor and the City Manager that we are waiting for their action pursuant to the promised zoning change, no change in our zoning has occurred, nor does it seem any closer to being than it was when we purchased the property..

For more than a year now, it has been crucial to our sale of the building for the city to follow through on its stated and signed intention to ensure that it become appropriately zoned. Our requests and inquiries about action have been met with everything from friendly non-action to patronizing impatience, to the scolding suggestion by one Council member that rather than continuing to ask about the City's plans for re-zoning of the properties which include our building, we should be applying as property owners for a zoning change instead...as though none of that history of good faith and generosity on our part, nor the City's original contractual promise, existed.

Since those of you who were not aware of that history now have it, we hope that it will be clear to all that the right thing to do —and without further delay— is to follow through on the City's original, stated intent to rezone the building for Recreational-Commercial use.

If definitive action is not taken at the February, 2022 City Council meeting, however, given the loss of potential revenue which has resulted from the City's 2-1/2 year default on its original agreement, we plan to proceed immediately with preparation and filing of a lawsuit, concerning which we have already sought initial counsel.

Thank you for your attention and consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'D Henderson', written in a cursive style.

Donna Henderson (for Canyon Wren Wellness, LLC)



CITY OF MAUPIN

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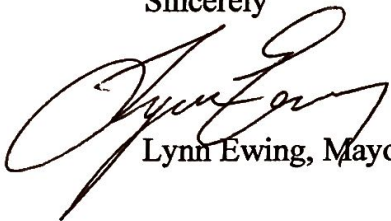
July 1, 2019

TO: Donna Henderson and Stephen Mounts
RE: Property at 1101 Hwy 197

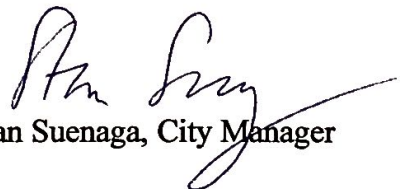
The City of Maupin recognizes that your current use of the property at 1101 Hwy 197 is a prior non-conforming use in the Industrial Zone. The City Ordinances and General Law and the Maupin governing body authorizes you to continue that use.

In a related matter, the City staff has already begun work with our Planning Commission and City Planner to change the zone from Industrial (I) to either Recreation Commercial (RC) or Light Industrial/Commercial (LI/C) which would allow professional office space, as a permitted use. Until that zone change, your use of the property as an office is permitted as the non-conforming use described above.

Sincerely



Lynn Ewing, Mayor



Stan Suenaga, City Manager