



June 18, 2024

City of Maupin  
Planning Commission  
507 Grant Avenue  
Maupin, Oregon 97037

**RE: Miles RV Park Floodplain Permit – Staff Report**

**Report Prepared by:** Jaime Crawford & Dan Meader, Contract Planners  
**Applicant:** Rob Miles  
**Owners:** Robert Miles et. al., Michael & Gloria McLucas  
**Location:** East Maupin adjacent to US Hwy 197  
**Procedure Type:** Administrative Permit Review  
**Administrator:** Planning Commission  
**Meeting Date:** June 18, 2024

**This is a continuation from a Planning Commission Permit Review Meeting on  
June 11<sup>th</sup>, 2024**

**Request and Background Information:** Mr. Miles is requesting approval of a Floodplain Development Permit to allow the creation of an RV park partially within the floodplain of the Deschutes River, just east of the US 197 Bridge. Grading and utility undergrounding activities are proposed. Structures and fill or removal activities are not proposed. For background information:

- Floodplain Development Permits are administratively issued by the Planning Commission.
- A public hearing is not required, and this meeting is not considered a public hearing for purposes of Oregon Revised Statutes 197.
- Application requirements are found in 14.10.120.
- The duties of the Planning Commission are found in 14.10.140.
- The City uses the flood insurance maps dated September 24, 1984. (14.10.070)
- The City Engineer is an expert, and the Planning Commission can rely on expert testimony to support their decision.



### **Timeline of Events:**

- June 7, 2024 - a floodplain development permit application is received
- June 11, 2024 - the City Engineer reviewed Applicant Engineering memo dated June 7, 2024, and requested the following revisions:
  - 1. Clarify which flood base map is being used in the Applicant Engineer's analysis
  - 2. Include additional information such as a grading plan to support no-net fill grading
- June 11, 2024 - the Planning Commission met and decided to continue the meeting to allow for the requested revisions and additional review by the City Engineer.

The Applicant Engineer has submitted a revised memo that includes certification by a registered professional engineer (required by 14.10.20), clarifies that the 1984 map is used for analysis, and provides documentation that:

*"The grading for the RV park will result in no net fill on site and all utilities regulated to be above the flood zone elevation will be above this elevation."*

**Conclusion:** The City Engineer has agreed that proposed development activities will result in a no net rise. From communication from the City Engineer, dated June 17, 2024:

*"Based on the FEMA guidelines, the No-Rise Permit Certificate submitted by the applicant's engineer is approved with the provided documentation. [...]"*

*It is important to note that FEMA's primary concern is the potential increase in flood water elevation upstream of the project site. The technical data and analysis provided by the engineer for the proposed RV park demonstrates that the project will not cause a rise in floodwaters during the 100-year flood event. This determination is further supported by the professional engineer's signature on the analysis. Based on the FEMA guidelines, a No-Rise Permit Certificate can be approved with the provided documentation. This determination is independent of whether the project employs a no-net fill grading approach or considers onsite floodwater displacement and management."*

**Staff Recommendation:** Planning Staff recommend approval of the Floodplain Development Permit, adopting the City Engineer's email dated June 17, 2024 as expert testimony to determine that the permit requirements of Title 14 have been satisfied, (14.10.140).

**Appeals:** Appeals of the recommended permit approval are heard by the Maupin City Council.

*"The city council shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the planning commission in the enforcement or administration of this title." (14.10.150)*