CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, October 12, 2020, 7:00 PM, CITY HALL

Purpose: The City Council meets on the 2nd and 4th Mondays of each month to conduct city business.

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
   a. **Approval of September 28, 2020 Minutes.**
   b. **Ratification of the Bills in the Amount of $ 247,151.99.**
   c. **Approval of OLCC License for Columbia Market (new owner).**
4. **Public Hearing**: None.
5. **Action Items:**
   a. **Appointment to Committees.**
   b. **Approve Resolution No. 1443 Adopting the Revised Public Works Design and Construction Standards.**
   c. **First Reading of Ordinance No. 453 Amending the Community Development Code as Adopted by Ordinance No. 350, to Sections 8-6.08.020, 8-6.070, 8-6.112.020, 8-6.112.030, 8-6.112.040, 8-6.112.050, 8-6.144.050, and 8-6.184.050.**
   d. **Approve Resolution No. 1444 Authorizing Receipt and Expenditures of CARES Funding.**
   e. **Accept Grant of Restrictive Easement for Well #3.**
   f. **Approve Resolution No. 1445 Finalizing Funding of the Water System Improvement Project.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
   a. **City Committees.**
   b. **No Parking/Fire Lane Discussion.**
   c. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session under ORS192.660 (1) (b) Discipline of Public Officers and Employees.**
11. **Adjournment.**

Public access to the meeting is available via Free Conference Call.com. The phone number is 978-990-5151 (long distance charges may apply if using your land line phone).
The access code is 2077547.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

1. **Call to Order/Pledge of Allegiance/Roll Call**. Mayor Cramblett called the meeting to order at 7PM. Present were CM's Richard Randall, Bobby Walker and Mayor Cramblett. CM's Julie Armstrong, Glenda Groves and Bruce Fitzpatrick were present via phone conference. CM Sara Patrick was excused. Also present were CA Gordon Zimmerman, Camera Operator Marianne Bump, City Recorder Kathy Woosley, Deputy Recorder Marilyn Place, Hood River County Sheriff Matt English, Brenda Wood, Connie Buttaccio and Butch Miller.

2. **Additions or amendments to the Agenda**. CA Zimmerman said Item 7b, Hood River County Sheriff Matt English, will appear prior to Item 4, Public Hearing.

3. **Adoption of Consent Agenda**.
   a. **Approval of September 14, 2020 Minutes**.
   b. **Ratification of the Bills in the Amount of $99,019.12.** **Motion:** CM Walker moved to approve the consent agenda, seconded by CM Randall. The motion passed unanimously by CM's Armstrong, Groves, Fitzpatrick, Randall, Walker and Mayor Cramblett.

7. b. **Hood River County Sheriff Matt English.** Sheriff English said in May 2020 the Public Safety Levy was passed for Hood River County. He said the levy will allow the sheriff's office to fill the open positions by hiring three more deputies in the next six weeks. He said the Covid-19 crisis has pushed back entry into the police academy for the new deputies until November 30, 2020.

Sheriff English said the contract with the City of Cascade Locks is a priority for the sheriff's office. He said the deputies that have been assigned to patrol Cascade Locks really like the community and like the assignment.

Mayor Cramblett asked if Sheriff English felt the funding from the levy will be enough for current operation. Sheriff English said it secures the sheriff's office enforcement division from facing the cuts it was facing prior to the levy passing.

CM Walker asked if the Hood River County Sheriff's Department (HRCSD) had issues hiring and retaining officers due to the current climate and tensions regarding police forces across the U.S. Sheriff English said there have been minor issues however, more often the sheriff's office is getting letters from folks reaching out to give their support. Sheriff English added the sheriff's office works to be transparent with the public and communicate well.

CM Walker asked if Covid-19 was hindering the counties ability to transport offenders to Northern Oregon Regional Corrections Facility (Norcor). Sheriff English said since March 2020 the county jails and state correctional system continue to be affected by the Covid-19 crisis. He said the population had to be reduced to ensure social distancing for the safety of the staff and those in custody. He said another issue with Norcor is they voted to end their contract with Immigration based mostly on financial reasons. He said currently Norco has a contract with the US Marshall Service which replaces the revenue originally coming from Immigration. He said there is also a contract with Benton County Oregon and Norcor houses thirty-five prisoners for them.

CM Randall asked if the current political situation forced HRCSD to change joint chief planning with other law enforcement agencies and what would those changes be. Sheriff English said there hasn't been any changes and the Mid-Columbia Regional Law Enforcement Agreement ensures agencies on both sides of the river support one another.

CM Randall asked what will HRCSD do to help Cascade Locks if there was some type of upheaval. Sheriff English said HRCSD works closely with and relies on their partners in tense situations and more

often the support is sent without even being asked. He added a lot of preparation and training has been done and the department would not be caught off guard if something were to happen. He said support is also reciprocated as in the example where HRCSD deputies were sent to the Lane County Holiday Farm wildfire to help out with patrols in the highly devastated area where looting has been taking place.

CA Zimmerman asked if HRCSD has found any solutions to the homeless street camping in the area. Sheriff English said unfortunately the department deals with those situations as they come up but there has not been a firm solution. He said Hood River County has a committee that assembled a list of resources which they make people aware of as they come in contact with them.

CM Walker asked what can citizens do to help protect their property and make our neighborhoods safer. Sheriff English said the best way to help is to be good witnesses and report the illegal activity and be prepared to give as much good information about the individuals and vehicles associated with them. He added being a good neighbor and watching out for your neighbor's property if they're going to be gone is another good thing to do.

4. Public Hearing - Community Development Code Amendments. Mayor Cramblett opened the public hearing at 7:31PM. Present were CM's Richard Randall, Bobby Walker and Mayor Cramblett. CM's Julie Armstrong, Glenda Groves and Bruce Fitzpatrick were present via phone conference. Also present were CA Gordon Zimmerman, Camera Operator Marianne Bump, City Recorder Kathy Woosley, Deputy Recorder Marilyn Place, Brenda Wood, Connie Buttaccio and Butch Miller.

CA Zimmerman said it's been determined there are inconsistencies between the Community Development Code (CDC) and the Public Works Design Standards (PWDS). He said the CDC is the Ordinance adopted policy set by the City Council. He said after going through an extensive review with the Contract Planner and with the Planning Commission, the changes and clarifications have been outlined. He said the changes will be adopted by **Ordinance No. 453**.

Mayor Cramblett read a letter from Mr. Gary Munkoff a citizen of Cascade Locks for public comment (Exhibit A). Mayor Cramblett said Mr. Munkoff is asking Council to table 8-6.11.050 Design Standards Residential and Non Residential Section of **Ordinance No. 453** until Covid 19 restriction are lifted.

CA Zimmerman said Mr. Munkoffs concern is regarding sidewalk requirements. He said the CDC states where ever there are existing curbs and development occurs behind the curb a sidewalk must be constructed. He said the Transportation System Development Plan also supports the sidewalk requirements. He added the current Planning Commission is fine with the language of this proposed amendment to the CDC.

City Recorder Kathy Woosley said this issue began when one of our citizens put in a sidewalk on a city street that didn't actually have a curb. She said **Ordinance No. 453** won't require sidewalks be put in on existing streets that don't have curbs.

Connie Buttaccio said in the Windsong development there are houses that are no more than three years' old that don't have sidewalks. CA Zimmerman said in the section of the development Ms. Buttaccio is speaking about the plans were approved without sidewalks because there was no room for them.

Mayor Cramblett said his problem with **Ordinance No. 453** is there is a lot of information in the amended CDC. He said with the era of Covid-19 the Council Members that aren't attending the meeting tonight are most likely not understanding what's going on due to the nature of conference calls. He said the citizens here tonight aren't understanding the particulars and what all the changes mean. He said he believes there are unintended consequences and agrees the issue should be tabled until more people including Council can hear all the details.

CM Walker agreed to table the issue because sound quality in a conference call is not good.

CR Woosley said to hear the CDC Amendments will be tabled until the pandemic is over is very upsetting for staff who have worked on it and the PWDS updates for a year. She said public meetings regarding the CDC and PWDS were advertised thirty-five days in advance. She said tonight's meeting was advertised which allowed individuals to call in, write in and attend in person. She said agendas and packets were sent out in advance and Council Members could call and ask questions regarding this matter anytime. CR Woosley said until 3PM this afternoon there hadn't been one question or comment from any citizen Council Member or Planning Commission Member. She said to use Covid-19 as an excuse to table this issue is wrong.

CR Woosley reminded Council that changes to the PWDS does not require a Public Hearing. She added the only reason the Planning Commission was able to review the PWDS was so they could see how the CDC and the PWDS work together. She said the amendments are necessary because these two documents have contradicted each other and have been causing much confusion. She added putting it off will create more issues as development continues despite the pandemic.

CM Walker proposed Council vote on the amendments at the next meeting scheduled October 12, 2020. There was consensus of Council to move the vote for the CDC Amendments to October 12, 2020.

The Public Hearing closed at 8:09PM.

5. Action Items:

a. Appointment to Committees. None.

b. Approve Resolution No. 1443 Adopting the Revised Public Works Design and Construction Standards. Tabled until October 12, 2020.

c. First Reading of Ordinance No. 453 Amending the Community Development Code as Adopted by Ordinance No. 350, to Sections 8-6.112.020, 8-6.112.030, 8-6.112.040, 8-6.112.050, 8-6.144.050, and 8-6.184.050. The decision was made to postpone the first reading of **Ordinance No. 453** until October 12, 2020.

6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community. Ms. Connie Buttaccio said her and her husband have lived in Hood River and recently relocated to Cascade Locks. She said she would like to be involved with local government now that she is part of the community.

Butch Miller said he is concerned about the phone conference system and the fact that the people using it can't hear what is being said in the meetings. He suggested the City go to the Zoom Meeting platform for meetings.

7. Reports and Presentations.

a. City Committees. None.

b. Hood River County Sheriff Matt English. Sheriff English appeared earlier in the agenda.

c. City Administrator Zimmerman Report. CA Zimmerman said the utility customers are doing well with keeping up with their payments.

CA Zimmerman said the paving of Wa Na Pa has begun and striping will be taking place at night.

CA Zimmerman said the line truck for the City Light Crew has broken down and currently being assessed. He said the crew spent last week trimming tree limbs that were hanging over the power lines all around town.

CA Zimmerman said the Interim Loan for the Water System Improvement Project has been paid off.

CA Zimmerman said the City needs twenty-eight hundred dollars to purchase two computers and one printer for the Administration, Electric and EMS Departments. He said we will also need to purchase I-Pads for Council if we begin using the Zoom platform for City Council meetings. He asked Council for permission to go forward with those purchases. There was consensus of Council to allow for the new technical equipment purchases.

8. Mayor and City Council Comments. CM Groves thanked staff for all they do.

CM Fitzpatrick thanked staff.

CM Walker thanked CR Woosley. He said he understands her frustration and the postponement for the CDC Amendments. He thanked the Fire Chief our prayers and thoughts go out to those who live in the highly impacted area's such as Detroit Oregon which is all but completely gone.

CM Randall reminded everyone to be patient with all the paving that is going on. He said it will be refreshing to see Wa Na Pa looking smooth and nice from all the cracks, pot holes and pitting it has had.

Mayor Cramblett thanked staff and said there will only be a small amount of time added to the process of getting the CDC Amendments passed.

Mayor Cramblett said it is sad to see the devastation some towns have experienced due to wildfires.

Mayor Cramblett asked if the City should put out a survey to the residents affected by the parking issues happening in the downtown area. CA Zimmerman said the City is going to be installing thirty-minute parking limit signs to the Post Office and Overlook Park parking lot. He said Oregon Department of Transportation is painting parking spaces all up and down Wa Na Pa on both sides. He said the new parking spaces will make for more efficient parking around town. He said other than that there isn't much we can do because we don't have any Code Enforcement. He said the City cannot put parking meters on Wa Na Pa because it's a state highway.

Mayor Cramblett said he received a check for five hundred dollars to the City of Cascade Locks for the brake repair on the Fire Departments EMS truck. He said the check was from the Cascade Locks Lions Club and he was thankful to receive it.

9. Other matters. None

10. Executive Session as may be required. None

11. Adjournment. **Motion**: CM Randall moved to adjourn, seconded by CM Walker. The motion passed unanimously by CM Armstrong, Groves, Fitzpatrick, Patrick, Randall, Walker and Mayor Cramblett. The meeting adjourned at 8:44PM.

Prepared by,
Deputy Recorder, Marilyn Place

APPROVED:

_____
Mayor Tom Cramblett

To Mayor Cramblett

Please read my following comments into the record for the City Council Meeting on September 28, 2020.

The City Council should table Resolution 1443 until such time as the citizen participation restrictions on public gatherings due to Covid-19 are lifted.

1) This is a major change to the Public Works Design Standards document without adequate analyses by the Contract Planner on the need for these changes, or the effects these changes will have on the citizens of Cascade Locks.

2) The Notice of Public Hearing by the Planning Commission failed to notify the public that a review of, or possible revisions to, the Public Works Design Standards were on the agenda. Thus, the public was deprived of the opportunity to comment either for or against the changes. A copy of the Public Notice is attached.

The City Council should table the 8-6.112.050 Design Standards - Residential and Non-Residential section of Ordinance 453 until Covid-19 restrictions are lifted.
The changes proposed, appear to change the requirements for sidewalk construction.

Thank you,

Gary Munkhoff

CITY OF CASCADE LOCKS
PUBLIC HEARING
COMMUNITY DEVELOPMENT CODE

Ordinance No. 453 proposes amendments to Sections 8-6.112.020, 8-6.112.050, 8-6.144.050, and 8-6.184.050 of the Community Development Code.

On September 10, 2020, at 7:00 PM, in the Council Chambers of the City of Cascade Locks, 140 SW WaNaPa Street, The Cascade Locks Planning Commission will hold a public hearing regarding a recommendation to the City Council on the potential adoption of Ordinance No. 453.

The proposed amendments address:

- Clarifying language applicable to off-street parking for commercial, industrial, multifamily, and single-family development
- Sidewalk requirement and widths of sidewalks
- Single-family driveway access
- Industrial Zone Signage

The hearing will be conducted in accordance with the rules of CDC Section 8-6.28. Written testimony on this proposed action may be submitted prior to, or at the public hearing. Oral testimony may be presented at the public hearing. At the public hearing, the Planning Commission will receive a staff presentation, and invite both oral and written testimony. The Planning Commission may continue the public hearing to another meeting to obtain additional information, leave the record open, or close the public hearing and take action on the proposed amendments as provided by state law. Failure to raise and issue in person or by letter at some point prior to the close of the hearing, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) based on that issue.

At least 10 days prior to the hearing, a copy of the proposed amendments and associated staff report will be available for inspection at the City Hall offices located at 140 SW WaNaPa Street. All documents will also be available for review on the City's website under the Department/Planning and Zoning Tabs (www.cascade-locks.or.us).

Following the hearing, the planning Commission will make a recommendation to the City Council. The City Council will make a final decision regarding the Planning Commission recommendations following its own public hearing on September 28, 2020 at 7:00 PM in the City Council Chambers located at 140 SW WaNaPa Street. For further information, please contact Kathy Woosley, City Recorder/Planning at 541-490-8484 or via email at kwoosley@cascade-locks.or.us.

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE: 10/12/2020	DESCRIPTION:	AMOUNT:
9/25/2020	Payroll	$ 72,192.90
9/30/2020	A/P	$ 166,588.58
10/2/2020	A/P	$ 8,370.51

...

GRAND TOTAL $ 247,151.99

APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
11911	10/20	10/02/2020	6979	09302020	Cartomation Inc	GIS Service for City	5140562190	500.00
Total 11911:								500.00
11912	10/20	10/02/2020	670	100001500O	Cascade Locks Light Co	New Fire Station	0540562439	835.34
11912	10/20	10/02/2020	670	100003500O	Cascade Locks Light Co	Res no2	2140562070	28.30
11912	10/20	10/02/2020	670	10003022OC	Cascade Locks Light Co	Pump Lift Station	3140562070	58.40
11912	10/20	10/02/2020	670	100379100O	Cascade Locks Light Co	treatment plant	3140562070	2,370.83
11912	10/20	10/02/2020	670	100381300O	Cascade Locks Light Co	Warehouse	2140562070	28.30
11912	10/20	10/02/2020	670	103742700O	Cascade Locks Light Co	Wasco Crk Lift Station	3140562070	75.19
11912	10/20	10/02/2020	670	103814000O	Cascade Locks Light Co	Corrosion Control	2140562070	142.70
11912	10/20	10/02/2020	670	200120000O	Cascade Locks Light Co	Cemetery Water	1740562551	199.77
11912	10/20	10/02/2020	670	300155100O	Cascade Locks Light Co	main lift station	3140562070	698.58
11912	10/20	10/02/2020	670	300155900O	Cascade Locks Light Co	museum	0140762630	202.92
11912	10/20	10/02/2020	670	300159000O	Cascade Locks Light Co	overlook park restrooms	0140162552	220.62
11912	10/20	10/02/2020	670	300171800O	Cascade Locks Light Co	Mall Lighting	5140562800	119.18
11912	10/20	10/02/2020	670	301961200O	Cascade Locks Light Co	Bike Path	0140162552	33.38
11912	10/20	10/02/2020	670	600135000O	Cascade Locks Light Co	City Hall Utilities	0140162552	502.20
11912	10/20	10/02/2020	670	600135700O	Cascade Locks Light Co	Sewer Lift on Cascade	3140562070	19.00
11912	10/20	10/02/2020	670	600136900O	Cascade Locks Light Co	87 Ruckel	3140562070	35.24
11912	10/20	10/02/2020	670	600149800O	Cascade Locks Light Co	City Hall Irrigation	0140162552	241.91
11912	10/20	10/02/2020	670	601369800O	Cascade Locks Light Co	radio tower	0540562439	166.25
Total 11912:								5,978.11
11913	10/20	10/02/2020	900	100039801-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	10038903-O	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	100473101-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	200103600-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	200103802-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	200111400-O	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	201063000-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	300163700-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	300186600-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	300192800-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11913	10/20	10/02/2020	900	600149610-	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 11913:								249.70
11914	10/20	10/02/2020	1020	16051	Columbia Gorge Community College	John Logan classes	0540562020	1,250.00
Total 11914:								1,250.00
11915	10/20	10/02/2020	4810	39843	Print Itl Inc	City checks quant 1650	0140162010	392.70
Total 11915:								392.70
Grand Totals:								8,370.51

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	1,843.43-	1,843.43-
01-401-62010	392.70	.00	392.70
01-401-62552	998.11	.00	998.11
01-407-62630	202.92	.00	202.92
01-408-62025	249.70	.00	249.70
05-21010	.00	2,251.59-	2,251.59-
05-405-62020	1,250.00	.00	1,250.00
05-405-62439	1,001.59	.00	1,001.59
17-21010	.00	199.77-	199.77-
17-405-62551	199.77	.00	199.77
21-21010	.00	199.30-	199.30-
21-405-62070	199.30	.00	199.30
31-21010	.00	3,257.24-	3,257.24-
31-405-62070	3,257.24	.00	3,257.24
51-21010	.00	619.18-	619.18-
51-405-62190	500.00	.00	500.00
51-405-62800	119.18	.00	119.18
Grand Totals:	8,370.51	8,370.51-	.00

Report Criteria:
Report type: GL detail

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
11889	09/20	09/30/2020	200	2872903700	AT&T Mobility	Ems phone	0540562050	40.04
Total 11889:								40.04
11890	09/20	09/30/2020	460	08204	Brown & Kysar Inc	LIGNETICS BEAR MTN FAULT CURRE	5141562009	500.00
Total 11890:								500.00
11891	09/20	09/30/2020	6900	VD02835	BSK Associates	22 RUCKLE, BRIDGESIDE	2140562150	60.00
Total 11891:								60.00
11892	09/20	09/30/2020	4910	200954501	Calvin Poindexter	Refund Deposit	5121130	49.50
Total 11892:								49.50
11893	09/20	09/30/2020	790	1134-SEPT2	CenturyLink	Electric	5140562050	76.50
11893	09/20	09/30/2020	790	1134-SEPT2	CenturyLink	Electric	5140662050	19.13
11893	09/20	09/30/2020	790	1451-SEPT2	CenturyLink	Treatment Plant	3140562050	240.73
11893	09/20	09/30/2020	790	3997-SEPT2	CenturyLink	well house	2140562050	12.99
11893	09/20	09/30/2020	790	5538-SEPT2	CenturyLink	telemetry	2140562050	130.44
11893	09/20	09/30/2020	790	5538-SEPT2	CenturyLink	telemetry	3140562050	130.45
11893	09/20	09/30/2020	790	8414-SEPT2	CenturyLink	Lift Station	3140562050	122.74
Total 11893:								732.98
11894	09/20	09/30/2020	7116	36337997	CIT	kyocera copier MONTHLY CHARGE	0140162120	179.00
Total 11894:								179.00
11895	09/20	09/30/2020	1120	A260529	Columbia Hardware LLC	PARKING LOT PAINT SUPPLIES	0140462520	219.80
11895	09/20	09/30/2020	1120	A261063	Columbia Hardware LLC	WHITE ENAMEL PAINT	0140462520	39.73
11895	09/20	09/30/2020	1120	A261100	Columbia Hardware LLC	SUPPLIES	0140462520	31.80
11895	09/20	09/30/2020	1120	E14872	Columbia Hardware LLC	SUPPLIES	0140462520	18.30
11895	09/20	09/30/2020	1120	E15205	Columbia Hardware LLC	PARTS	0140462520	5.37

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 11895:								315.00
11896	09/20	09/30/2020	1130	087868	Columbia Market (DBA)	KITTY LITTER FOR SPILLED MOTOR	5140562560	6.25
Total 11896:								6.25
11897	09/20	09/30/2020	4910	600143300	Dennis Boob	Refund Deposit	5121130	258.30
Total 11897:								258.30
11898	09/20	09/30/2020	6795	0910560	Ferguson Enterprises Inc #3011	METER SETTER	2140562560	1,471.92
11898	09/20	09/30/2020	6795	0918757	Ferguson Enterprises Inc #3011	17X30 BOXES	2140562560	247.58
Total 11898:								1,719.50
11899	09/20	09/30/2020	7021	I-1737806	Gorge Networks	internet and phone	0140162050	230.52
11899	09/20	09/30/2020	7021	I-1737806	Gorge Networks	internet and phone	0140162082	261.79
11899	09/20	09/30/2020	7021	I-1737806	Gorge Networks	internet and phone	0540562050	235.90
Total 11899:								728.21
11900	09/20	09/30/2020	2420	10672	Hood River County - Finance Dept	SEPT DEPUTY SERVICE	0141962250	7,600.00
Total 11900:								7,600.00
11901	09/20	09/30/2020	2501	09212020	Hood River Fire & EMS	MEDICAL SUPPLIES	0540562351	41.42
Total 11901:								41.42
11902	09/20	09/30/2020	2870	09252020	Kari Goben	banking	0140162020	23.00
Total 11902:								23.00
11903	09/20	09/30/2020	3690	49754	National Hose Testing Specialties Inc	Hose and Ladder testing	0540562446	2,009.75
Total 11903:								2,009.75
11904	09/20	09/30/2020	4910	201017301	Paul and Kate Boyer	Refund Deposit	5121130	187.29

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount	
Total 11904:								187.29	
11905	09/20	09/30/2020	4640	4223-AUG20	Pitney Bowes Inc - Purchase Power	Postage	0140162055	150.00	
Total 11905:								150.00	
11906	09/20	09/30/2020	6070	117635	TWGW Inc - NAPA Auto Parts	2016 ram, 2 fuel filters, air filter	5140562201	178.37	
11906	09/20	09/30/2020	6070	117635	TWGW Inc - NAPA Auto Parts	2016 ram, 2 fuel filters, air filter	5140662201	44.60	
11906	09/20	09/30/2020	6070	117906	TWGW Inc - NAPA Auto Parts	2016 ram oil filter, gallon oil	5140562201	48.76	
11906	09/20	09/30/2020	6070	117906	TWGW Inc - NAPA Auto Parts	2016 ram, gallon oil	5140662201	12.20	
Total 11906:								283.93	
11907	09/20	09/30/2020	6110	09202020	US Postal Service	Annual Permit Fee	0140162055	240.00	
Total 11907:								240.00	
11908	09/20	09/30/2020	6765	1531360	Walter E Nelson Co	BROWN ROLL TOWELS CASE	0140462540	40.47	
Total 11908:								40.47	
11909	09/20	09/30/2020	6110	09292020	US Postal Service	Mail utility bills	0140162055	329.82	
Total 11909:								329.82	
11910	09/20	09/30/2020	5720	20-728	Tenneson Engineering Corp	Water System IMPROVEMENT PROJEC	2141562020	64,200.00	
Total 11910:								64,200.00	
2709202	09/20	09/30/2020	6090	4545-09-202	US Bank CC	NWPP ONLINE WEBINAR	0140162020	185.00	M
Total 2709202:								185.00	
9212020	09/20	09/30/2020	6080	1035092120	US Bank	Bank Fees	0140162110	347.31	M
Total 9212020:								347.31	
200110065	09/20	09/30/2020	440	AUGUST20-	BPA	AUGUST POWER BILL	5140562820	68,869.00	M
200110065	09/20	09/30/2020	440	AUGUST20-	BPA	AUGUST POWER BILL	5140662820	5,779.00	M

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount	
200110065	09/20	09/30/2020	440	AUGUST20-	BPA	August TRANSMITTION BILL	5140562821	9,241.00	M
200110065	09/20	09/30/2020	440	AUGUST20-	BPA	August TRANSMITTION BILL	5140662821	776.00	M
Total 200110065:								84,665.00	
230509202	09/20	09/30/2020	6090	2305-09-202	US Bank CC	AMZN US*MM7BG5VAO	0140162010	686.79	M
230509202	09/20	09/30/2020	6090	2305-09-202	US Bank CC	DRI CRASH PLAN	0140162082	29.97	M
230509202	09/20	09/30/2020	6090	2305-09-202	US Bank CC	THE LOCK PEOPLE	2140562560	158.90	M
Total 230509202:								875.66	
297409202	09/20	09/30/2020	6090	2974-09-202	US Bank CC	staples	0140162010	5.78	M
Total 297409202:								5.78	
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	COSTCO	0140162010	7.18	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	AMZN US*MM2GT2D80	0140162010	395.95	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	OAMR #3553	0140162020	90.00	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	OAMR# 3579	0140162020	90.00	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	OAMR # 3587	0140162020	90.00	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	OAMR # 3595	0140162020	90.00	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	COSTCO	0140462540	17.82	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	COSTCO	2140562560	6.81	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	COSTCO	3140562560	6.81	M
439309202	09/20	09/30/2020	6090	4393-09-202	US Bank CC	COSTCO	5140562560	20.80	M
Total 439309202:								815.37	
Grand Totals:								166,588.58	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	11,405.40-	11,405.40-
01-401-62010	1,095.70	.00	1,095.70
01-401-62020	568.00	.00	568.00
01-401-62050	230.52	.00	230.52
01-401-62055	719.82	.00	719.82
01-401-62082	291.76	.00	291.76
01-401-62110	347.31	.00	347.31
01-401-62120	179.00	.00	179.00
01-404-62520	315.00	.00	315.00
01-404-62540	58.29	.00	58.29
01-419-62250	7,600.00	.00	7,600.00
05-21010	.00	2,327.11-	2,327.11-
05-405-62050	275.94	.00	275.94
05-405-62351	41.42	.00	41.42
05-405-62446	2,009.75	.00	2,009.75
21-21010	.00	66,288.64-	66,288.64-
21-405-62050	143.43	.00	143.43
21-405-62150	60.00	.00	60.00
21-405-62560	1,885.21	.00	1,885.21
21-415-62020	64,200.00	.00	64,200.00
31-21010	.00	500.73-	500.73-
31-405-62050	493.92	.00	493.92
31-405-62560	6.81	.00	6.81
51-21010	.00	86,066.70-	86,066.70-
51-21130	495.09	.00	495.09
51-405-62050	76.50	.00	76.50
51-405-62201	227.13	.00	227.13
51-405-62560	27.05	.00	27.05
51-405-62820	68,869.00	.00	68,869.00
51-405-62821	9,241.00	.00	9,241.00
51-406-62050	19.13	.00	19.13
51-406-62201	56.80	.00	56.80
51-406-62820	5,779.00	.00	5,779.00
51-406-62821	776.00	.00	776.00
51-415-62009	500.00	.00	500.00
Grand Totals:	166,588.58	166,588.58-	.00

M = Manual Check, V = Void Check

Report Criteria:
Report type: GL detail

3c

OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

1. Application. Do not include any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:
☐ Brewery 1st Location
☐ Brewery 2nd Location
☐ Brewery 3rd Location
☐ Brewery-Public House 1st Location
☐ Brewery-Public House 2nd Location
☐ Brewery-Public House 3rd Location
☐ Distillery
☐ Full On-Premises, Commercial
☐ Full On-Premises, Caterer
☐ Full On-Premises, Passenger Carrier
☐ Full On-Premises, Other Public Location
☐ Full On-Premises, For Profit Private Club
☐ Full On-Premises, Nonprofit Private Club
☐ Grower Sales Privilege 1st Location
☐ Grower Sales Privilege 2nd Location
☐ Grower Sales Privilege 3rd Location
☐ Limited On-Premises
☒ Off-Premises
☐ Off-Premises with Fuel Pumps
☐ Warehouse
☐ Wholesale Malt Beverage & Wine
☐ Winery 1st Location
☐ Winery 2nd Location
☐ Winery 3rd Location
☐ Winery 4th Location
☐ Winery 5th Location

CITY AND COUNTY USE ONLY

Date application received and/or date stamp:

Name of City or County: _____

Recommends this license be:
☐ Granted ☐ Denied

By: _____

Date: _____

OLCC USE ONLY

Date application received: 9/1/20

By: SR

License Action(s): C/O

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

Laxmishambhu LLC
(Applicant #1)

(Applicant #2)

(Applicant #3)

(Applicant #4)

3. Trade Name of the Business (Name Customers Will See)

Columbia Market

4. Business Address (Number and Street Address of the Location that will have the liquor license)

450 Wa Na Pa st

City	County	Zip Code
Cascade lock	HoodRiver	97014

AGENDA ITEM NO 5b

STAFF REPORT

Date Prepared: September 11, 2020

For City Council Meeting on: October 12, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Public Works Design and Construction Standards

SYNOPSIS: The Public Works Design Standards were adopted by Ordinance by the City Council in 2005. With current development it has been discovered that there are conflicting requirements in the design standards and the Community Development Code.

The Planning Commission held a public hearing on September 10, 2020 to review amendments to the Community Development Code and recommends Council approve the amendments to the Public Works Design Standards to line up with the requirements in the Community Development Code.

CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1443 to adopt the Revised Public Works Design and Construction Standards.
2. Do nothing.

RECOMMENDATION: "I move to approve Resolution No. 1443 adopting the Revised Public Works Design and Construction Standards.

ATTACHMENTS:
Public Works Design and Construction Standards
Ordinance No. 371

RESOLUTION NO. 1443

revised 10/1/20

A RESOLUTION TO ADOPT REVISED PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS.

WHEREAS, Ordinance No. 371 authorizes the City Council to adopt and amend Public Works Design Standards by resolution;

WHEREAS, the attached Public Works Design and Construction Standards will provide a guide for private development and City projects to meet the requirements outlined in the City of Cascade Locks Municipal and Development Codes.

WHEREAS, the attached Standards include some revisions to be consistent with the Community Development Code.

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Standards Adopted. The Public Works Design and Construction Standards attached as Exhibit A, is hereby adopted by the City of Cascade Locks.

SECTION 2. Effective Date. This Resolution shall become effective upon adoption by the City Council and approval by the Mayor.

SECTION 3. Expiration. This Resolution shall remain in effect until repealed or replaced by the City Council.

ADOPTED by the City Council this 12th day of October, 2020.

APPROVED by the Mayor this 12th day of October, 2020.

_____
Mayor

ATTEST:

_____
City Recorder

ORDINANCE NO. 371

revised 01/04/05

AN ORDINANCE AUTHORIZING THE CITY COUNCIL TO ADOPT PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS BY RESOLUTION, AND ESTABLISHING AUTHORITY TO ADMINISTRATE AND ENFORCE THE STANDARDS.

WHEREAS, the City of Cascade Locks has no adopted standards to guide the design and construction of public facilities to be owned, operated, and maintained by the City, and

WHEREAS, the City of Cascade Locks is facing a significant amount of growth over the next decade and needs to provide guidance to both public agencies and private parties in the design and development of public facilities; now, therefore,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CASCADE LOCKS, OREGON, HEREBY ORDAINS AS FOLLOWS:

Section 1. Authority to Adopt Public Works Design and Construction Standards by Resolution. The City Council shall adopt by resolution, and may amend by resolution from time to time, design standards for the construction of public facilities and utilities. These standards shall guide the specific design of facilities, as well as establish a permit process for receiving, reviewing, and approving construction plans, and inspecting and approving the actual construction.

Section 2. Required Conformity to Specifications. All work done and materials used for public improvements shall conform to such standard specifications, unless otherwise provided for in the particular standard for work authorized by the city council.

Section 3. Authorization to Administrate and Enforce Public Works Design and Construction Standards. The City Administrator and Public Works Director are authorized to administrate and enforce the Public Works Design Standards as delineated within the Standards.

Section 4. Penalties. Violation of this ordinance shall be punishable by a fine not to exceed $500.00. Each day a violation occurs shall be considered a new violation.

Section 5. Emergency Clause. Inasmuch as it is deemed necessary for the public peace, health, safety and welfare of the citizens of the City of Cascade Locks that this Ordinance become effective by January 10, 2005, the City Council of the City of Cascade Locks, by its vote, declares an emergency to exist and this ordinance to be in full force and effect on January 10, 2005.

ADOPTED by the City Council this **24th** day of **January**, 2005.

APPROVED by the Mayor this **24th** day of **January**, 2005.

ATTEST: _____ Mayor

_____
City Recorder

First Reading Approved: **01/10/05**; Ayes 6; Nays 1.

Second Reading Approved: **01/24/05**; Ayes 6; Nays 0.

City of Cascade Locks

Public Works Design *and* *Construction* Standards

Adopted Ordinance No. 371 January 24, 2005
Revised Resolution No. 1443 September 28, 2020

Cascade Locks Public Works Design *and Construction* Standards
Section 1 – General Requirements

1. Purpose

a. These Cascade Locks Public Works ~~(CLPW)~~ Design and Construction Standards (CLPWDSC) are intended to:

i. Provide a design guide to the private sector for the design of *any* public ~~*and*~~ *or private* improvements within the City *which impact or connect to any City maintained infrastructure*.

ii. Provide Technical engineering criteria for the design of facilities that the City will accept for maintenance.

iii. Provide a consistent policy under which public utility design will be implemented.

iv. Supplement and complete the requirements of Ordinance No. *371* and other prevailing ordinances as they relate to the physical construction of public works facilities *and private development* within the City.

v. Set forth uniform material and workmanship standards under which all public works facilities *and private development* shall be constructed within the City.

2. General

a. These ~~CLPW Standards~~ CLPWDCS shall cover all public streets, driveways, drainage, water, sewer, and appurtenant facilities *or any private construction which impacts or connects to any City maintained infrastructure* within the corporate limits of Cascade Locks whether constructed by the City, or constructed privately and turned over to the City for maintenance and operation.

b. These ~~CLPW Standards~~ CLPWDCS relate ~~only~~ to public works construction in the City and should not be confused with building codes, zoning ordinances and other regulations for which procedures and standards have been established. Planning, zoning and related matters should first be satisfied prior to referral of a project to the Public Works Department for review of proposed facilities.

c. These ~~CLPW Standards~~ CLPWDCS may be amended or updated from time to time upon recommendation by the City Administrator and appropriate action to do so by the City Council.

d. These ~~CLPW Standards~~ CLPWDCS include four appendices; on each for streets *(including driveways)*, storm, water and sewer design detail drawings. These drawings provide the approved designs for each element of a public works project.

3. Definitions

a. **Applicant**- That individual or individuals, partnership, business, firm, company or corporation named in the permit or agreement and/or the agents, employees, representative, or contractors thereof, who undertakes construction of a public works facility within the corporate limits of the City *or constructs improvements to private property which impact or connect to any City maintained infrastructure*.

b. **As-Built Drawings**- Drawings prepared by the design engineer, signed and dated by the city representative indicating the drawings have been reviewed and revised if necessary, to accurately show all the as-built conditions and construction details.

c. **City**- The City of Cascade Locks, Oregon.

d. **City Engineer**- A registered professional engineer or consulting engineering firm employed by the City. In the case of projects undertaken by the City with no outside engineering involvement, the term City Engineer may appear in the standards in the abbreviated form of Engineer.

e. **City Representative**- A representative of the City including but not be limited to: ~~T~~*the* City Administrator; ~~T~~*the* City Engineer; ~~T~~*the* Public Works Director; or other person authorized to act in the best interest of the City.

f. **Construction Drawings**- Drawings prepared by a registered professional engineer, including site plans, plan & profile views of utilities, detailed drawings, etc., or other reproductions thereof, approved by the City Engineer, which show the location, character, dimensions and details for the work to be done.

g. **Council**- The City Council of the City of Cascade Locks, Oregon.

h. **Commission**- The Planning Commission of the City of Cascade Locks, Oregon.

i. **Design Engineer**- An engineer licensed by the State of Oregon as a civil engineer under whose direction plans, profiles and details for work are prepared and submitted to the City for review and approval.

j. **Developer**- Same as Applicant.

k. **Owner**- Any individual, partnership, firm or corporation by whom the Design Engineer has been retained, or who as a property owner, is making arrangements with the City.

l. **Plans**- See Construction Drawings.

m. **Preliminary Review**- Review of the construction drawings by the City as outlined in these standards. All City comments and provisions of these design standards must be addressed prior to final review and approval for construction.

n. **Public Works Facility**- Any facility constructed upon public right of way or public easement which is immediately or eventually to be taken over by the City for maintenance and operation. These facilities include, but are not limited to, streets, sidewalks, curbs, parking lots, driveways, drainage facilities, water system works and sanitary sewer systems.

o. **Standards**- Shall mean these Cascade Locks Public Works Design Standards as adopted for use in the City of Cascade Locks, Oregon.

4. **Availability and Use of the ~~CLPW Standards~~ CLPWDCS**

a. Copies of the ~~CLPW Standards~~ CLPWDCS or any subsection thereof, are available at City Hall upon reasonable notice and payment of the required fee as set by resolution *and are also available on the City's website*.

b. An engineer may, at his or her sole discretion, utilize the Standards by direct reference thereto in the contract documents prepared for construction of street, drainage, water and sewer facilities within the City. If such election is made by the engineer, contract documents shall contain the following statement: "Materials and workmanship shall be in strict accordance with the Cascade Locks Public Works Standards. No changes from the approved project plans and specifications shall be made without prior written approval from the City."

c. The ~~CLPW Standards~~ CLPWDCS are in outline form only, and shall not operate to relieve an engineer from his or her professional responsibilities during project design and construction.

5. **Providing for Future Development**

a. All public works improvements shall be designed as a logical part of the development of the surrounding area. The City may require the over sizing of utility lines to accommodate future growth of the City.

b. Utilities and street improvements shall be extended to the boundaries of the development to provide for future extensions to the adjoining areas and prevent adjoining properties from being landlocked.

c. Where existing City utility lines do not extend to the proposed development, or the capacity of the existing lines is inadequate, the Developer will be required to extend new utility lines to the development as necessary.

d. Where existing roadway improvements do not extend to the proposed development, or the existing roadways to serve the proposed development are inadequate, the Developer may be required to improve the roadways to the development.

6. Control of Public Works Projects

a. All public facilities or facilities to become public shall be designed and inspected under the direction of a professional engineer registered in the State of Oregon.

b. At the completion of the construction, his or her engineer shall submit a completion certificate to the City stating that all work has been completed in accordance with the approved project plans and specifications.

c. All surveys for public works facilities shall be performed under the direction of a professional engineer or professional land surveyor registered in the State of Oregon. All elevations shall be referenced to USGS datum that has been established city-wide by the City of Cascade Locks. This information is available at City Hall. The reference benchmark number and elevation used by the Design Engineer shall be shown on the construction drawings.

d. Materials and workmanship shall meet or exceed these adopted ~~CLPW Standards~~ CLPWDCS, and at all times, they shall be subject to the approval of a City Representative.

e. Approval by the City of plans and specifications for water and sewerage facilities is contingent upon approvals for same being attained from the State Health Division and the Department of Environmental Quality.

f. Prior to acceptance of a public works project by the City for operation and maintenance, a one-year maintenance bond on all materials and workmanship shall be provided to the City.

7. Procedures for Construction of Public Works

a. Type A Construction Permit

i. Anyone wishing to construct a Public Works facility ***or private development which impacts or connects to any City maintained infrastructure*** as hereinbefore defined to serve a single lot less than one half acre in size, residence or business, shall apply for a Type A Construction Permit from City Hall. A sample Type A Form is shown in the Appendices of these ~~CLPW Standards~~ CLPWDCS. Type A permits will

normally be processed coincidental with building permits, with the permit fee as set by resolution.

1. By his or her signature on a Type A permit the permit holder agrees as follows:
2. To construct the improvement in accordance with the City Standards.
3. To guarantee all materials and workmanship incorporated into the work for a period of one year following final inspection and acceptance of the improvement by the City.
4. To indemnify and hold harmless the City, its officers, representatives and employees from liability of every nature and kind as may result from the operations of negligent acts of the Applicant in performing the work described therein.

ii. Upon completion of all work, the Applicant shall notify the City Representative who shall promptly make a final inspection of the project. If the work meets requirements, the improvements will be accepted by the City and a date then established for the one-year guarantee period.

b. Type B Construction Permit

i. Anyone wishing to construct a Public Works facility *or private development which impacts or connects to any City maintained infrastructure* as hereinbefore defined to serve more than one lot, residence or business, (partitions, subdivisions) etc. shall apply for a Type B Construction Permit from City Hall. A sample Type B Form is shown in Appendices of these ~~CLPW Standards~~ CLPWDCS. The permit fee will be as set by resolution.

ii. Requirements for issuance of a Type B Permit include:

1. At the discretion of the City Representative, a pre-construction conference will be held with representatives from the project engineering firm, contractor, city and utility companies. The purpose for the pre-construction conference is to familiarize the aforementioned representatives with City public works procedures and to establish tentative schedules for construction and inspection.
2. Prior satisfaction of planning, zoning, and building code requirements.
3. Submission and approval of detailed construction plans and specification as prepared by a registered professional

engineer. Two sets of plans ***and one electronic set*** shall then be submitted. If acceptable, one set of plans and specifications shall be marked "approved" and will be returned to the Applicant. If not acceptable, any deficiencies shall be noted when these documents are returned to the Applicant. The Applicant shall then make the necessary corrections and resubmit the documents for approval.

4. Submission of a copy of a construction performance bond or other written guarantee acceptable to the City in the full amount of the construction cost. This bond shall guarantee materials and workmanship for a period of one year following acceptance of the improvements by the City, and it shall ensure the satisfactory repair or replacement of any public facility damaged during construction.
5. Submission of a copy of a certificate indicating that the Applicant or each of his or her contractors is covered by public liability and property damage insurance in amounts of not less than ~~***$100,000/$200,000***~~ ***$2,000,000*** liability and ~~***$50,000***~~ ***$500,000*** property damage.
6. Submission of letters from applicable federal, state, county or local agencies approving the plans and specifications.
7. Payment of permit fees to defray the City's costs of inspection and administration. The permit fee shall be based on a rate of not less than 1.5 percent of total construction cost, but not greater than 5 percent of total construction costs (see Permit Fees Type B).

c. Periodic inspection of construction by City Representatives is required. No concrete shall be poured or pipe backfilled without said inspections being made. A tentative schedule for inspection will be established when the permit is issued. The applicant will give the City a minimum of 24 hours advance notice before inspections fall due. It is the Applicant's responsibility to obtain City inspections and approvals before installing the work.

d. The City will provide the Applicant with a letter formally accepting the improvements for City ownership, operation and maintenance *(for public improvements)* subject to the usual exception as to the one-year guarantee on materials and workmanship, when the following conditions are met:

    i. Construction is complete.

ii. The City Representative has inspected the finished work and found it acceptable.

iii. The Applicant's engineer submits a certificate of completion and reproducible "as-built" plans to the City as required under Section 1.~~20~~17.

iv. The Applicant furnishes the City with a copy of a non-lien affidavit certifying that all bills in connection with the work have been paid in full.

v. Satisfactory provisions have been made in the form of recorded plats or easements to ensure the City's access to the Public Works Facility for purposes of operation and maintenance.

vi. Follow all guidelines set forth in the acceptance policies for water, sanitary sewer, streets and storm drainage.

8. Compliance with Laws and Regulation

a. The required provisions of all applicable laws, regulation, and codes shall be deemed inserted in all public works construction documents and they shall have equal force and effect as though written out fully therein.

9. Work in City Right-Of-Ways

a. Work on City right-of-ways requires the following:

i. Compliance with City approved construction documents.

ii. Furnishing the City with a copy of the construction performance bond or other written guarantee acceptable to the City to insure satisfactory restoration or replacement of any damaged facility existing on City right-of-way.

iii. Erection and maintenance of suitable warning. Signs, barricades, danger lights and flaggers as necessary for the convenience and safety of the traveling public. Follow ODOT standards for work zone traffic control.

iv. The minimum possible interruption to pedestrian and vehicular traffic flow.

v. Protection of Existing Facilities.

vi. The approximate locations of underground City water, sewer and drainage facilities are available at City Hall. The approximate locations of underground power, gas, telephone and cable facilities

are available from the serving utility companies. The locations of existing facilities shall be shown on the construction drawings for public works projects.

vii. The exact locations of underground facilities shall be verified in advance of public works constructions, in cooperation with the public or private utilities involved.

viii. All existing underground and surface facilities shall be protected from damage during construction of public works projects.

ix. Any existing facilities not specifically designed for alteration or removal which are damaged during construction shall be restored or replaced to original or better construction at the expense of the constructor. Suitable notice shall be given to all public and private utility companies in advance of construction for the purpose of protecting or relocating existing facilities.

10. City Ordinances Affecting Public Works Construction

a. New subdivisions and land partitions within the City of Cascade Locks shall comply with the requirements of the Cascade Locks Development Ordinance, or as it may be hereafter amended or superseded.

b. Improvements to existing City streets shall comply with applicable ordinances in force at the time said improvements are made.

c. The physical requirements for all public works construction within the City shall comply with these Standards.

d. Sections of these Standards are prefaced with the standards to be used in the design of public works facilities ***and private improvements which impact or connect to any City maintained infrastructure*** in the City. Variances to these design standards will be considered by the City Engineer upon adequate showing that a special case exists.

11. Improvement Agreement

a. Where an Applicant desires to defer construction of a portion of the Public Works facilities *or private improvement* to be constructed under Type B permit, and where such deferral is determined to have no adverse effect on the City's interests the Applicant shall enter into an improvement agreement with the City on the form ~~***included in Appendix C***~~ ***to be provided by City Staff***. Said improvement agreement shall set forth completion dates for the times of work

to be deferred, and it shall constitute assurance that all improvements will be made in a timely manner.

12. Review Procedure

a. Pre-Design Meeting: The Applicant is encouraged to meet with the City Engineer and Public Works Superintendent prior to the final design of the proposed improvements. At least five days prior to the meeting, the Applicant shall provide the City Engineer with sufficient maps and drawings showing the existing utilities and planned improvements.

b. ~~*Four*~~ *Two* sets *and one electronic set* of complete construction plans shall be submitted to the City for preliminary review. They shall also include a unit price engineer's cost estimate acceptable to the City Engineer, along with the required review fees. Incomplete submittal will be returned without review.

c. Upon completion of the preliminary review, the City will return one set of reviewed drawings with comments and required revisions. All comments must be responded to by the Applicant's engineer.

d. Upon completion of the preliminary review and revisions *have* ~~*ing*~~ been made, the Applicant shall provide the drawings for review and approval to all involved utility service companies within the City and to other affected regulatory agencies, such as, but not limited to: Hood River County Public Works, Oregon Health Department, and Department of Environmental Quality.

e. Prior to final approval of the submitted plans, copies of required approvals from the affected regulatory agencies and utilities must be received by the City and approved. The Applicant shall be responsible for the coordination with the various utilities and agencies during design and construction.

f. Upon final approval of the plans, the Applicant shall submit ~~*six*~~ *two* copies and *one electronic set* of the revised plans to the City to be approved for construction.

g. Prior to the issuing of a construction permit, the Applicant shall provide the City with:

   i. Copy of an approved Development Permit.

   ii. Payment of all required fees.

   iii. Recorded copies of all off-site easements and executed copies of easements for all utilities that are constructed prior to the recording of the final plat.

iv. Certificates of insurance with the City of Cascade Locks and City Engineer named as additional insured.

v. Certificate of Workman's Insurance coverage.

vi. Any required Waiver of Remonstrance agreements and other submittals specific to this project.

13. General Drawing Requirements

a. Construction plans and specifications shall be prepared by a professional civil engineer licensed in the State of Oregon in accordance with the following requirements: of approved plans and pre-construction meeting is held and a construction schedule is submitted.

b. Construction plans shall be drawn clearly and legibly on engineering tracing paper. Plans from the applicant for construction permit projects shall be submitted on black line or blue line drawings 24 inch by 36 inches with a one and one-half clear margin on the left edge and one-half inch margins on all other edges.

c. Each sheet shall have a title block. It shall be located in either; the lower right-hand corner; across the bottom edge; or along the right-hand edge of each sheet. The title block shall contain the following information: name of the project, sheet title and number, name of the engineering firm, engineers stamp and date and revision blocks.

d. Drawings shall be oriented so that North will be at the top of the sheet. However, when the preceding requirement proves to be impractical, then North shall be oriented to the right side of the page.

e. The cover sheet (first sheet) of all drawing sets shall have at a minimum the following:

i. Project Name

ii. Design Engineer's name, address, ~~*and*~~ telephone and ~~*fax number*~~ *email*

iii. Applicant's name, address, telephone number, *and email*

iv. Vicinity Map showing the location of the project in respect to the nearest major street intersection and minimum of 800 feet around the site

v. A legend including all symbols and line types used on the drawings

vi. General construction notes

vii. Sheet index located near the lower right corner

f. Construction drawings shall be drawn at the following scale: Sanitary Sewer, Storm Sewer and Water 1" = 50' H, 1" = 5' V; Streets 1" = 20' H, 1" = 2' V. The scale of corresponding plan views and profiles shall be the same.

g. Plans and profiles are necessary for all new construction, reconstruction or alteration of required streets, sanitary and storm sewer, etc. Streets and storm water systems shall be shown on the same set of drawings: provide plans and profiles of improvements. Sanitary sewers and water systems shall be shown on the same set of drawings. Provide plans and profiles of improvements.

h. Plans for improvements within County right-of-ways must be submitted to the County for review to eliminate any conflicts with their existing or future improvements. Plans must be stamped and signed by ODOT indicating their review prior to submittal to the City for approval.

i. Plans for improvements within ODOT right-of-ways must be submitted to ODOT for review to eliminate any conflicts with their existing or future improvements. Plans must be stamped and signed by ODOT indicating their review prior to submittal to the City for approval.

j. The City will return ~~two~~ *one* sets of approved plans to the design engineer (or other party submitting plans) upon design compliance, payment of fees and acceptance of any required dedications and/or easements. Project construction shall not proceed until receipt of the approved plans.

14. Survey Requirements

a. All designs shall be based off a complete topographic survey of the complete area involved in the project. The topographic survey shall include at a minimum-surface features, existing utilities, property lines, right-of-way lines and monuments.

b. The elevations used shall be based on USGS Datum and obtained from one of the City's established bench marks located throughout the City. The location and elevation of these established bench marks may be obtained from City Hall.

15. Submittal Requirements

a. **Drawing Submittal**-Drawings shall be submitted on 24"x 36" blue line or black line sheets unless approved otherwise by the City Engineer. The drawing submittal shall include the following requirements at a minimum:

i. Cover Sheet

ii. Overall drainage, utility and street lighting plan

iii. Site grading plan where applicable

iv. Plan and Profile for: Streets, Sanitary Sewer, Strom Drains and Water as specified

v. Storm Drainage Calculations

vi. Erosion Control Plan

vii. Standard Details (to be included on construction drawings)

viii. Engineer's unit price construction cost estimate acceptable to the City Engineer or a copy of bid results

ix. A copy of any required studies for approval of the project

b. Time limits from Drawing Approval to Construction

c. The Developer shall obtain a construction permit and begin construction within six months from the time the construction drawings are approved by the City Engineer. If construction does not begin within the period of time, the approval of the construction drawings shall be null and void.

d. Renewal of approval for the construction drawings may result in additional conditions to meet new standards, changed conditions or new information brought forward since the original approval.

16. Construction Inspection

a. It is the City policy not to provide full inspection services for non-public funded public improvements. It shall be the Developer's responsibility to provide an engineer to perform these services. However, the City shall be notified a minimum of 24 business hours prior to the following tests and inspections so that a City Representative may be present to witness them:

i. Forms

ii. Concrete Pours

iii. Asphalt testing

iv. Seals and Joints

v. Pressure testing

vi. Any other as directed by the City Representative

17. As-Built Drawings

a. Upon Completion of projects that will become a public works facility, the Applicant or his or her engineer shall first submit one complete of black line "as-built" drawings *and one electronic set* for review and approval by the City Engineer. Such drawings shall show any deviations from the original construction drawings and shall include sufficient information to accurately locate water and sewer service extensions.

b. As-built Drawings shall be prepared by the design engineer and shall describe all revisions to the previously approved construction drawings. Inverts for sanitary sewer and storm drains shall be based off an as-built survey conducted by the State of Oregon registered land surveyor.

c. The location of sanitary sewer and storm sewer utility stubs shall be shown on the as-builts and based on distance ties from two permanent points such as property pins, street monuments or center of manholes.

d. Upon approval of the as-builts from the City Engineer, the Applicant shall then submit ~~*three*~~ *two* complete sets of black line "as-built" drawings *and one electronic copy* to the City. This submittal shall also include copies of reports of tests on water and sewer line leakage, etc.

~~*e. The Applicant shall submit on a CD-ROM one complete set of approved "as-builts" drawings in AutoCAD. DWG format along with electronic copies of all reports, specifications, and other relevant project document.*~~

Cascade Locks Public Works Design *and Constructions* Standards
Section 2 – Streets

1. General:

a. The purpose of these standards is to:

i. Provide a guide for the design, construction and upgrading of public and private streets, including street related structures, within the City of Cascade Locks and its jurisdictional area.
ii. Establish right-of-way widths and improvement requirements within that right-of-way, depending upon street classification.
iii. Establish the requirements for design and material standards in order to provide streets with a practical design life of 25 years.
iv. Outline the minimum requirements for the construction of street related structures and facilities. Any substitutions or alternative materials will be considered by the City Engineer on a case-by-case basis.

b. These standards cannot address all situations. They are intended to assist but not take the place for competent work by professional design engineers.

2. Construction Drawings

a. Construction drawings shall conform to the requirements of Section 1 of these ~~CLPW Standards~~CLPWDCS.

3. Standard Details

a. Standard details for street related construction are included in the Appendix of the ~~CLPW Standards~~CLPWDCS.

b. As required under Section 1 of these CLPW Standards, all applicable standard details shall be included on the construction drawings.

4. Specialized Work

a. The designs of the following are considered "Specialized Work" and are not covered in detail in these ~~CLPW Standards~~CLPWDCS.

i. Bridges or Culverts at stream crossings
ii. Commercial Industrial Entrances
iii. Intersections with State Highways
iv. Intersections with Railroads and Railroad Crossings
v. Signalized Intersections

b. Review and approval of specialized work by the City Engineer shall be required. When requested by the City, design calculations shall be submitted for review prior to approval.

5. **Other Jurisdictions**

a. Two other agencies have jurisdiction over several streets and roads within the City limits of Cascade Locks:

i. Hood River County has jurisdiction over *a portion of* Forest Lane *and all streets ~~past~~ east of Wheeler Street except those approved and accepted by the City of Cascade Locks.*

ii. The Oregon Department of Transportation has jurisdiction over WaNaPa.

b. In all cases, the ~~CLPW Standards~~CLPWDCS shall be considered the minimum for any streets within the City Limits. However, ODOT and Hood River County may have additional or more stringent requirements. Therefore, approval from the relevant agency will be required prior to construction activities on any street or road under their jurisdiction.

6. **Definitions and Terms**

a. **Alley**-a public easement or right-of-way of not more than 20 feet and not less than ten feet in width, which intersects with a public street.

b. **Arterial Street**-a street that is a major facility used for moving large volumes of traffic to and from highways and major areas of the city.

c. **Bike Lanes**-designated travel way for bicyclists which are within the travel way adjacent to the outside vehicular lane or on the shoulder.

d. **Bike Path**-designated travel way for bicyclists which are completely separated from the vehicular travel lanes and are within independent right-of-ways.

e. **Bike Route**-a designated travel-way from bicyclists which is shared with vehicular traffic. The roadway is designated with signs for bicycling (no pavement marking for the bike route or delineation of parking spaces is used).

f. **Clear Vision Area**-a triangular area on a lot at the intersection of two streets or a street and a railroad, the sides of which are lines measured from the corner intersection of the right-of-way lines. The side of the triangle is a line across the corner of the lot joining the ends of the other two sides. Where the lines at the intersections have rounded corners, the right-of-way lines will be extended in a straight line to the point of intersection.

g. **Collector Street**-a street that allows traffic to move from a local street to an arterial.

h. **Cul-de-sac**- a dead end street having a turnaround area at the dead end.

i. **Curb Line**- the line indicating the edge of the vehicular roadway within the overall right-of-way.

j. **Dead End Street**- a street that terminates without a turnaround area and is intended to continue through at some future date.

k. **Downstream Intersection**- the nearest intersection from a driveway located in the direction of traffic flow of the nearest lane of the abutting street.

l. **Expansion Joint**- a joint to control cracking in the pavement structure and filled with preformed expansion joint filler.

m. **Grade**- the degree of inclination of a road or slope.

n. **Half Street**- a 50% portion of the ultimate width of a street, usually along the edge of a subdivision where the remaining portion of the street shall be provided when adjacent property is subdivided.

o. **Local or Residential Street**- a street not designated as an arterial or collector. It serves primarily as direct access to abutting land and offers the lowest level of traffic mobility.

p. **Longitudinal Joint**- a joint which follows a course approximately parallel to the centerline of the roadway.

q. **Natural Grade**- the grade of land in an undisturbed state.

r. **One-way Driveway**- a driveway of either ingress or egress, but not both.

s. **Parking Space**- a designated space in a parking area for the parking of one motor vehicle.

t. **Sidewalk**- a right of way deeded, dedicated and designated for the use of non-motorized vehicles and pedestrians.

u. **Street or Roads**- any public highway, road, street, avenue, alleyway, access easement, or right-of-way currently being used or to be used in the future for vehicle movement. Full street improvements to include curb and sidewalk on both sides, storm drainage and fully improved in accordance with these standards.

v. **Structures**- those structures designated on the standard plans as catch basins, manholes, etc., Detailed drawings of structures or devices commonly used in City

work and mentioned in these standards are included in the standard construction specifications.

w. **Super- elevation**-the vertical distance between heights of the inner and outer edges of pavement on horizontal curves.

x. **Transition**- the tapers between some portions of a street with different pavement widths.

y. **Transverse Joint**- a joint which follows a course approximately perpendicular to the centerline of the roadway.

z. **Traveled Way**- that portion of the roadway for the movement of vehicles, exclusive of shoulder and auxiliary lanes.

aa. **Turnaround Area**- a paved area of sufficient size and configuration that emergency vehicles may maneuver around to head in the opposite direction without having to move in reverse more than once.

bb. **Turnpike Street**- any public street, road or right-of-way which has been paved for vehicular movement and does not have curbs, sidewalks or piped storm drainage facilities.

cc. **Two-way Driveway**- a driveway functioning as both an exit and entrance.

dd. **Upstream Intersection**- the nearest intersection from a driveway located in the direction opposite the traffic flow of the nearest lane of the abutting street.

7. Improvement Requirement by Street Classification

a. In certain cases, additional pavement and right-of-way width may be required to accommodate turning lanes, parking and bike lanes. **Table 2-1** summarizes the improvement standards for each road classification.

Table 2-1

Street Improvement Requirements

Street Classification	Minimum Right-of-way	Minimum Roadway Width	Sidewalk Width	Bike Lane Width
Arterial	60′	40′-52′	5′	6′
Collector and local	60′	40′	5′	
Cul-de-sacs (400′ or less)	50′	34′	5′	
Cul-de-sac Bulb	60′ radius	45′ radius	5′	

Or Consistent with County or ODOT Standards

9. Minimum Street Pavement Sections

a. The minimum pavement section for public streets shall conform to **Table 2-2**. These pavement sections are based on subgrade compacted to 95 percent of AASHTO T-180 (Modified Proctor).

Table 2-2

Minimum Pavement Sections

Street Classification	AC Pavement Thickness	Baserock Thickness
Arterial	4″	15″
Collector	4″	12″
Local	3″	10″
Cul-de-sacs (400′ or less)	3″	10″
Cul-de-sac Bulb	3″	10″

b. Should the City Engineer have the reason to suspect unsuitable soil conditions, high vehicle and truck traffic conditions, where overlays are proposed or any other conditions that may significantly affect the pavement design, he may require an engineer designed pavement section in lieu of the standard section.

c. Pavement designs shall be based on AC pavement conforming to Oregon Department of Transportation (ODOT) Standard Specifications for standard duty mix and compacted to a minimum of 91 percent of maximum density as determined by the Rice Standard Method.

10. Street Pavement Overlays

a. The minimum overlay thickness shall be two inches. This minimum thickness shall be increased as necessary to provide required street cross slopes, and to provide a smooth transition between variations in cross slopes.

b. The design of overlays shall be based on an analysis of existing pavement condition. Areas of existing pavement and baserock which exhibit deflection or alligator cracking or have otherwise failed, shall be excavated and replaced with new compacted baserock and AC pavement prior to placement of the overlay. Baserock and AC pavement thickness shall match standard section thickness as set forth in **Table 2-2**.

c. Overlays shall be feathered to match existing paving, catch basins and other structures that cannot be raised to grade. The minimum thickness at the edge of the feather shall not be less than one quarter inch.

d. All existing manholes, valve boxes and other structures shall be raised to grade before the overlay work.

e. Under certain conditions, the City Engineer may require non-woven fabric specifically designed for use with AC pavement. Overlay fabric to be as manufactured by Amoco Fabrics and Fiber Company or approved equal. A tack coat shall be used prior to placement of the overlay fabric.

11. Horizontal Street Alignment

a. Street design shall follow the criteria from "Geometric Design Guide for Local Roads and Streets" by AASHTO, latest addition.

b. The normal construction centerline shall be parallel with the right-of-way centerline. Extensions of existing streets shall be in alignment with existing street centerline. In special cases, an offset construction centerline may be approved by the City.

c. Unless required otherwise to match existing right-of-ways, the center line radius of horizontal curves shall not be less than 300 feet for major arterials; not less than 200 feet for collectors; and 100 feet for other streets; not less than 160 feet for a cul-de-sac; not less than 100 feet for alleys and private streets; and shall be to an even ten feet in all cases.

d. Curb line radius shall be concentric with the right-of-way line, except in cul-de-sacs with a 60' right-of-way line radius, the minimum curb radius shall be 45 feet, unless otherwise approved by the City Engineer. Curb line radius at street intersections shall be as shown in **Figure 2-3**. In some instances, however, the

implementation of *Table* 2-3 radius on existing streets may not be desirable. When this occurs, it shall be dealt with on a case-by-case basis by the City Engineer.

~~*Figure*~~ *Table* 2-3

Minimum Intersection Curb Radius

Street Classification	Minimum Curb Radius
Residential to Residential:	20'
Residential to Collector	25'
Residential to Arterial	25'
Collector to Collector	30'
Collector to Arterial	30'
Arterial to Arterial	30'

e. Staggered or "T" intersections at collectors and arterials shall be avoided within 300 feet of an opposing intersection. Intersections of local streets shall not be staggered less than 200 feet from an opposing intersection as measured from the center lines of such intersections.

f. Streets intersecting, but not continuing through an arterial or collector street along the same horizontal alignment, shall not be located within 300 feet of another street intersecting the opposite side of the arterial or collector street.

12. Vertical Street Alignment

a. The minimum street centerline gradient shall be one-half percent along the crown and curb line. The minimum curb gutter grade permitted shall be 0.4 percent.

b. The maximum street centerline gradient shall not exceed six percent for arterial; ten percent for collectors; twelve percent for all others.

c. Minor streets with grades in excess of five percent intersecting an arterial street shall be designed to provide a flat stopping area outside of the traveling lanes of the arterial. Stopping area grades shall not exceed five percent.

d. Street grades shall be designed to allow drainage to the curb areas within the public right-of-way, as well as lot drainage. In general, this requires the top of curb of new streets be set at a minimum of six inches below existing grade.

e. Streets intersecting with streets not constructed to full City standards shall be designed to match both present and future vertical alignments of the intersected street. The requirements of these ~~CLPW Standards~~CLPWDCS shall be met for both present and future conditions.

f. Grade changes of more than one percent shall be accomplished with vertical curves. Vertical curve K values shall conform to the values listed in ~~*Figure*~~ *Table* 2-4. The vertical curve K value shall be defined as the algebraic difference between the tangent street grades.

~~*Figure*~~ *Table* 2-4

Vertical Curves K Value

Design Speed (mph)	Crest Minimum K Value	Sag Minimum K Value
20	10	20
25	20	25
30	30	35
35	40	45
40	60	55
45	80	70

g. Street grades and curb corners/intersections shall be designed to not allow storm water to flow across travel lanes.

h. In some cases, in order to avoid the disturbing of roadway fill slopes, slope easements shall be dedicated for the purposes of grading work outside the right-of-way.

13. Street Cross Slopes

a. Cross slopes of the street section shall not be less than two percent nor be more than five percent. Unless prevented by cross slope limits, the crown of the street shall be the same elevation as the top of the curbs.

b. Symmetrical street cross sections with opposite curbs at the same elevation are preferred. Off-set crown cross sections are acceptable only where required due to match existing facilities. If used, off set crowns shall not exceed 12 inches between the high and low curb.

c. The use of superelevations shall be prohibited unless approved by the City Engineer.

14. Intersections

a. Streets shall be laid out to intersect at angles as near to 90 degrees as possible, but in no case shall the acute angle be less than 80 degrees. An oblique street shall be curved approaching an intersection to provide at least 100 feet of street at the right angles with the intersection. No more than two streets shall intersect at any one point.

b. An arterial or collector street intersecting with another street shall have a minimum 100 feet of centerline tangent adjacent to the intersection as measured from the curb line of the intersected street. Other streets, except alleys, shall have at leaser 50 feet of tangent adjacent to the intersection as measured from the curb line of the intersected street.

15. Cul-De-Sacs and Turnarounds

a. Cul-de-sacs *in any residential zone* shall be as short as possible and shall have a maximum length of 400 feet and serve no more than 18 dwelling units. No more than five lots shall have access on a cul-de-sac bulb except where conditioned otherwise by the City's Development Ordinance.

b. Cul-de-sacs in any industrial zone shall have a maximum length of 1,200 feet and have adequate truck turning space.

~~b~~ c. All cul-de-sacs shall terminate with a circular turn-around, except where the Planning Commission finds that a "pear" or "hammerhead" turn-around is more appropriate given topography, natural or built features, and expected use.

~~c~~ d. The minimum curb radius for transitions into cul-de-sac bulbs shall be 25 feet and the right-of-way radius shall be sufficient to maintain the same right-of-way to curb spacing as in the adjacent portion of the street.

~~d~~ e. The finished pavement grade from the center point of the cul-de-sac turnarounds to the curb shall not be less than two percent negative.

16. Stub Streets and Dead End Streets

a. Stub Streets -When it appears necessary to continue with a street into a future subdivision or adjacent acreage, streets shall be platted to the boundary of the subdivision. Stub streets greater than 300 feet in length shall be provided with a paved turn around.

b. As stub streets allow for future extensions, a reserve strip at the end of the current right-of-way shall be provided by deed to the City. The reserve strip shall be at least one foot in width and extend across the full width of the right-of-way.

c. Dead-end streets shall have a turn-around with a radius of not less than 45 feet to the property line.

17. Street Transitions

a. Street width transitions from a narrower width to a wider width shall be designed with a 10:1 taper.

b. Street transition widths from one width to a narrower width, or lane alignment, shall be designed with the length of transition taper as follows:

   i. $L = S \times W$

   ii. Where: **L** = minimum length of taper (feet)

   iii. **S** = designed speed (MPH)

   iv. **W** = EP to EP offset width

c. Where a tapered transition cannot be provided, a barricade shall be installed at the end of the wider section of the street and the taper shall be as approved by the City Engineer. The barricade shall conform to Manual of Uniform Traffic Control Device Standards *(MUTCD)*.

18. Curbs and Gutters

a. All streets shall include curbs on both sides except where half street or three-quarter street improvements are allowed.

b. The standard curb for City streets shall be Type A curb and gutter for all road classifications. In cases where the curb ends abruptly, the end of curb shall be tapered downward.

c. A minimum of two curb weep holes, three inches in diameter, shall be provided for each lot. Drain pipe shall be provided and installed perpendicular under all sidewalks to connect to all curb weep holes.

d. Extruded concrete curbs are not allowed in the public right-of-way unless approved by the City Engineer.

19. Sidewalks

a. Sidewalks shall be provided ~~*on both sides of*~~ *where streets are* curbed ~~*streets*~~ for all road classifications. A drain pipe shall be provided and installed perpendicular under all sidewalks to connect to all curb weep holes.

b. Handicap access ramps meeting current ADA standards shall be provided at all corners of intersections where crossing is permitted, regardless of curb type, and at ends of all sidewalks. Ramps shall be located so as to avoid conflicts with storm drain catch basins.

c. Sidewalks shall be constructed of concrete and shall be a minimum of four inches thick, except at driveway crossings which shall be a minimum of six inches thick. Sidewalks shall meet the minimum widths as shown on **Table 2-5**.

Table 2-5

Minimum Sidewalk Widths

Street Classification	Minimum Sidewalk Width from back of Curb
Downtown Main Street	*10'*
~~*Main/*~~Commercial Street	6'
Arterial Street	5'
Collector Street	5'
Local Street	5'

d. Water meters, utility poles, etc., are not permitted within sidewalks, unless approved by the City Engineer.

e. Where clustered mailboxes or other objects larger than single mailboxes are within a sidewalk, the sidewalk shall be widened to provide clearance equal to the required sidewalk width. All existing mailboxes shall be set on new posts at the time of sidewalk construction.

f. Should sidewalks be installed where there is no existing curb, the new sidewalk shall be located within the public right-of-way, two and one half feet from and parallel to the property line.

20. Replacement of Existing Sidewalks

a. Should a property owner replace an existing sidewalk that is not part of a monolithic curb, it shall be replaced in accordance with Section 2.18.

b. If the property owner feels the curb should also be replaced at the same time, he shall contact the City Engineer. The City Engineer shall then visit the site and determine if the City should replace the existing curb before the new sidewalk is placed.

c. Should a property owner replace an existing sidewalk that is part of a monolithic curb and the length of the replaced sidewalk section is ten feet or less, it shall be replaced as monolithic curb and sidewalk, with the new sidewalk being five feet wide as measured from the back of the curb.

d. Should a property owner replace an existing sidewalk that is part of a monolithic curb and the length of the replaced sidewalk section is greater than ten feet, it shall be replaced as separate curb and sidewalk. In this instance, the City will participate by saw-cutting the pavement two feet in front of the curb section to be removed, and then the property owner shall remove the pavement, monolithic curb and sidewalk from the site. The City will then install a new curb, or curb and gutter, and replace the pavement. The property owner shall then replace the sidewalk section in accordance with Section 2.18, at their expense.

e. The ability of the City to participate in the curb replacement program will depend upon the amount of money budgeted for this work.

f. In all the above cases, the property owner shall apply for a permit at City Hall for such work, and shall not undertake any work until such permit has been issued by the City.

21. ~~Driveway~~ *Parking* Widths and Spacing

~~a. A driveway as referred to in these CLPW Standards means the area between the property line and street parking area.~~

~~b~~a. Minimum and Maximum ~~*driveway*~~ *parking* widths to be as shown in Table 2-6.

Table 2-6

Residential ~~*Driveway*~~ *Parking* Widths

~~*Driveway*~~ *Parking*	Minimum ~~*Driveway*~~ *Parking* Width	Maximum ~~*Driveway*~~ *Parking* Width
One Parking Space	10 feet	15 feet
Two Parking Spaces	16 feet	24 feet
Three or more Parking Spaces	22 feet	36 feet
Second Driveway/RV Parking	10 feet	15 feet

~~e~~b. No more than two driveways per property shall be permitted in residential zones except for duplexes. In no cases, shall the total driveway width along a property exceed 39 feet unless approved otherwise by the City Engineer.

~~d~~c. Where possible, driveways for corner properties shall be located on the lowest classification street and as far from the intersection as possible.

~~e~~d. Residential driveways of adjoining properties shall have a minimum of 15 feet clear between the edges of the driveways.

~~f~~e. Maximum ~~*driveway ramp*~~ *parking space* slope shall not exceed 15 percent (15%).

22. Driveways and Driveway Approaches

a. Driveway approaches on curbed streets shall be constructed of concrete, a minimum of 6 inches thick.

b. All driveways ~~*shall have a minimum ten foot paved approach from the back of sidewalk location. Multiple use*~~ *driveways* shall be completely paved.

c. Common driveways serving multiple lots and flag lot driveways over 150 feet in length shall be provided with an emergency turnaround meeting the requirement of the City Engineer *and/or the City's Development Code*.

23. Private Streets-*Single*/Common Driveways and Flag Lots

a. Private streets serving four or more residences shall be constructed to public street standards.

b. All private driveways and private drives shall be paved with asphalt or concrete. Pavement widths and thickness for ~~private streets~~, *single*/common driveways and flag lot drives shall conform to ~~*Figure*~~ *Table* **2-7**.

~~*Figure*~~ *Table* 2-7

Easement and Pavement Widths and Thickness

Type	Minimum Easement ~~Width~~	Minimum Paved Width	Pavement Thickness	Baserock Thickness
Private Driveways 3 residences	~~30 feet~~ *15 feet per driveway or 25 feet for a single shared driveway*	*10 feet each* 20 feet	2 ½" AC *with* 6" PCC *with*	8" *or* ~~2"~~ 4"
Flag Lot Driveway		12 feet	2-1/2" AC *with* 6" PCC *with*	6" *or* ~~2"~~ 4"

24. Barricades

a. Barricade installation shall be based on the "Manual of Uniform Traffic Control Devices" Latest Edition.

b. Basically to be as follows:

i. Red and White reflectorized Type III barricades shall be used at the end of a street.

ii. White and black reflectorized Type III barricades shall be used at the end of a street widening which does not taper back to exiting pavement width.

iii. White and black reflectorized Type II barricades shall be used at the end of the sidewalk or pedestrian/bike path.

25. Bikeways

a. Bikeway locations shall be determined by the City. Bikeway facilities shall meet the requirements of these ~~CLPW Standards~~ CLPWDCS and the American Association of State Highway and Transportation Officials publication, Guide for Development of New Bicycle Facilities (ODOT).

b. A bikeway may be constructed adjacent to the curb within the pavement area. Structural sections of bikeway facilities on streets shall conform to that of the street or be integral with the curb. When bikeways are integrated with a curb, all inlet grates shall be designed to protect the bicyclist from the grate or opening.

c. Bikeways not within the street shall be constructed upon compacted subgrade that has been sterilized if an asphaltic concrete bikeway, to one of the following pavement section designs.

   i. 4" of AC over 2" of compacted baserock

   ii. 2-1/2" of AC over 4" of compacted baserock

26. Parking Lots

a. Access routes through parking lots which are to be used by delivery trucks, service vehicles or automobiles in excess of 500 vehicles per day shall conform to the minimum access route section shown in **Table 2-8**.

Table 2-8

Parking Lot Pavement Sections

Classification	Pavement Thickness	Baserock Thickness
Parking Lot	2-1/2" AC	7"
Parking Lot Access Route	3" AC	10"
Light Industrial	3" AC	12"
Heavy Industrial	3" AC	14"

b. Parking lots and associated driveways shall maintain adequate drainage facilities to prevent water ponding. This requires a minimum cross slope of two percent. In no case, shall the cross slopes be less than one percent at any point.

c. Curves and corners within the parking lot shall have a minimum radius of 15 feet except for emergency access lanes, where a minimum radius of 25 feet shall be required.

d. Bumper guards or wheel barriers shall be installed so that no portion of a vehicle projects into the right-of-way or over the adjoining property. The area between the wheel barriers or bumper guards shall be paved.

e. Permanent drainage facilities shall be provided for parking lots in all commercial, industrial and multifamily developments creating new ~~imperious~~ *impervious* surfaces.

27. Street Lights

a. Street lighting shall be provided as part of the street design process and shall be installed after all public utility installations are completed an after rough grading work is completed in order to avoid damage to the poles.

b. Design illumination levels shall be in accordance with the recommendations of the Illuminating Engineering Society. The street lighting system shall use high pressure sodium vapor luminaries and two-piece fiberglass poles.

c. Spacing and location of street lighting shall be approved by the City based on a photometric design. The design shall be provided by and paid for by the Developer.

d. Street lights shall be located as near as possible to lot line extensions not in the middle of lots. Spacing shall not exceed 200 feet or three lot widths, whichever is less. Lessor spacing must be used when required by the photometric design.

e. Street light poles shall be set to the depth as specified by the manufacturer, but not less than five feet. Poles shall be installed within one degree of plumb and shall be installed a minimum of one foot behind curb line sidewalks.

f. Street lights may be installed between the curb and property line sidewalks provided the street light is a minimum of three feet behind the face of curb and one foot from the sidewalk.

28. Private Utilities

a. Unless otherwise approved by the jurisdiction having authority, all new private utilities (power, cable TV, telephone and gas) shall be installed underground.

b. Installation of private utilities in a common trench with or within three feet horizontally of paralleling water, sanitary sewer or storm drains is prohibited.

c. Contractor shall coordinate with utility companies for conduit prior to construction as well as confirm the location of vaults, pedestal, etc. All above grade facilities shall be located outside the proposed sidewalk location.

d. Power, telephone and TV trenching and conduits shall be installed per utility company requirements with pull wire. Changes in direction of utility conduit runs shall have long radius steel bends.

e. Contractor shall notify and coordinate with private utilities for relocation of power poles, vaults, etc.

Cascade Locks Public Works Design *and Construction* Standards
Section 3 – Storm Water and Drainage

1. General:

a. These standards shall govern all new construction and upgrading of public storm drainage facilities in the City of Cascade Locks and all work within its service area. The purpose of the standards is to:

b. Establish the requirements for design and material standards in order to provide streets with a practical design life of 25 years.

c. Be of adequate design to safely manage all volumes of water generated upstream and on the site to an approved point of disposal.

d. Maximize the use of the City's existing and natural drainage systems.

e. Prevent the capacity of downstream storm drainage facilities from being exceeded.

f. Provide points of disposal for storm water generated by future upstream developments.

g. Provide sufficient structural strength to resist erosion and all external loads that may be imposed.

h. These standards cannot address all situations. They are intended to assist, but not take the place of competent work by professional design engineers.

2. Construction Drawings

a. Construction drawings shall conform to the requirements of Section 1 of these ~~CLPW Standards~~CLPWDCS .

3. Standard Details

a. Standard details for storm drain related construction are included in the ~~*Appendix A of this section*~~ *Appendices* of the ~~CLPW Standards~~CLPWDCS and show the City's minimum requirements for the construction of storm water related structures and facilities.

b. As required under Section 1 of these ~~CLPW Standard~~CLPWDCSs, all applicable standard details shall be included on the construction drawings.

c. In the case of conflicts between the text of these ~~CLPW Standards~~ CLPWDCS, and the standard details, the more stringent shall apply as determined by the City Engineer.

4. Specialized Work

   a. The design of the following are considered "Specialized Work" and are not covered in detail in these ~~CLPW Standards~~CLPWDCS.

      i. Bridges or Culverts at stream crossings

      ii. Storm water Pumping Stations and Force Mains

   b. Review and approval of specialized work by the City Engineer shall be required. When requested by the City, design calculations shall be submitted for review prior to approval.

5. Other Jurisdictions

   a. Two other agencies have jurisdiction over storm drainage facilities within the city limits of Cascade Locks.

      i. Hood River County has jurisdiction over Forest Lane.

      ii. The Oregon Department of Transportation has jurisdiction over WaNaPa.

   b. In all cases, the ~~CLPW Standards~~CLPWDCS shall be considered the minimum for any storm drainage improvements within the City Limits. However, ODOT and Hood River County may have additional or more stringent requirements. Therefore, approval from the relevant agency will be required prior to construction activities on any street or road under their jurisdiction.

6. Definitions and Terms

   a. **Abbreviations**- Acceptable abbreviations for showing types of new and existing pipe material on the plans are as follows:

      i. CAP – Corrugated Aluminum Pipe

      ii. CI – Cast Iron

      iii. CHDPE – Corrugated High Density Polyethylene

      iv. CMP – Corrugated Metal Pipe

      v. CP – Non-reinforced Concrete Pipe

      vi. DI – Ductile Iron

      vii. HDPE – High Density Polyethylene

      viii. PVC – Polyvinyl Chloride

      ix. RCP – Reinforced Concrete Pipe

   b. **Building Drain**– the building drain is the lowest part of the drainage system which receives the discharge from storm water drainage pipes installed inside, or within five

feet of the outside walls of the building, and conveys it to the building sewer. The building sewer begins five feet outside the building wall or foundation.

c. **Building Storm Drain**– that part of the piping of a storm water drainage system which begins at the connection to the building drain and conveys storm water to an approved point of disposal.

d. **Catch Basin**– an approved receptacle designed to receive surface drainage and direct it to a storm water collection system.

e. **Creek**– any and all surface water generally consisting of a channel having a bed, banks and/or sides in which surface waters flow to drain higher land to lower land, both perennial and intermittent, excluding flows which do not persist more than 24 hours after the cessation of one half inch of rainfall in a 24-hour period from October to March. ~~*Mill Creek and Beaver Creek are the two such bodies within the City of Cascade Locks.*~~

f. **Detention**– the holding of runoff for a short period of time and then releasing it to the downstream drainage system at controlled rate.

g. **Drainage Facilities**– pipes, ditches, detention basins, creeks, culverts, etc., used singularly or in combination with each other for the purpose of conveying or storing storm water runoff.

h. **Impervious Surface**– hard surfaced areas located upon real property which either prevent saturation of water into the land surface or reduce the saturation rate which existed under natural conditions prior to development. Impervious surfaces are also surfaces which cause water to run off the land surface in greater quantities, or at an increased flow rate, than under natural conditions which existed prior to development. Common impervious surfaces include but are not limited to rooftops, paved driveways, parking lots, storage areas, sidewalks, patios, etc.

i. **Natural Location**– the location of those channels, swales and other non-man made drainage conveyance systems as defined by the first documented contours existing for the subject property either from maps or photographs.

j. **On-Site Detention**– the storage of excess runoff on the development site and gradual release of the stored runoff into a public storm drain system after the peak of the runoff has passed.

k. **Peak Discharge**– the maximum water runoff rate determined for the design storm.

l. **Private Storm Drain** – a storm drain located on private property serving parking lot catch basins or more than one structure on the same premises, and not operated or maintained by the City.

m. **Public Storm Drain**– a storm drain in a public right-of-way or easement operated or maintained by the City.

n. **Receiving Body of Water**– creeks, streams, lakes or other bodies of water into which runoff is naturally or artificially directed.

o. **Release Rate**– The controlled rate of release of storm drainage and runoff water from property, storage ponds, detention basins, or other facilities during and following a storm event.

p. **Retention Facility**– facilities which hold water for a considerable length of time and then consume it by evaporation, plant transpiration, or infiltration into the soil.

q. **Sedimentation**– the deposition of erosion debris and soil sediment displaced by erosion and transported by water from a higher elevation to an area of lower gradient where sediments are deposited as a result of slack water.

r. **Wetlands**– as defined by the Division of State Lands and the US Army Corps of Engineers.

7. Approved Point of Disposal

a. Surface or subsurface drainage caused or affected by the changing of the natural grade or placement of impervious surfaces, shall not be allowed to flow over adjacent public or private property in a volume or location materially different from that which existed before development occurred, but shall be collected and conveyed in an approved manner to an approved point of disposal.

b. The approved point of disposal for all storm water may be a storm drain, existing open channel, and detention or retention pond, as approved by the City Engineer.

c. Acceptance of the point of disposal will also depend upon the condition and capacity of existing downstream facilities, and feasibility of an alternate disposal method.

d. Storm drain lines shall enter a creek or drainage channel at 90 degrees or less to the direction of flow. The outlet shall have a head wall and scour pad or riprap to prevent erosion of the existing bank or channel bottom. The size of pipe or channel being entered will govern which protective measure are required.

8. Pipe Type By Cover Depth

a. Unless otherwise approved by the City Engineer, storm drain pipe materials shall conform to **Table 3-1** and **Table 3-2**. Uniform pipe material shall be used on each pipe running between structures.

Table 3-1

Allowable Storm Drainage Pipe Based on Cover Depth

Cover Depth From Finished Grade	8" thru 18" Diameter
Less than 1-1/2' Cover	CL52 Ductile iron pipe with bell and spigot joints and rubber gaskets
1-1/2' to 2-1/2' Cover	Pipe specified for lessor depths OR Class 3, ASTM C 14 non-reinforced concentrate pipe with bell and spigot joints and rubber gaskets.
2-1/2" to 15' Cover	Pipe specified for lessor depths OR PVC Pipe conforming to ASTM D-3034, SDR 35 (4" to 15") or ASTM F-679 (18") with bell and spigot joints and rubber gaskets OR HDPE (High Density Polyethylene) pipe conforming to AASHTRO M - 252 (4" to 10"), or ASHTO M-294 (12" to 18"). HDPE pipe shall meet the requirements of AASHTO M-294 Type S, with water-tight pressure testable fittings and O-ring gaskets conforming to ASTM F-1336 and ASTM F-477 respectively.

b. Residential Driveway Culverts – pipe type to be based on cover depth, minimum size 12-inch diameter or adjacent street crossing or storm drain size, whichever is greater.

9. Materials

a. Unless otherwise approved by the City Engineer, materials shall conform to the minimum requirements outlined in the ~~CLPW Standards~~CLPWDCS and as shown on the Standard Details in ~~*Appendix A Appendices*~~.

b. General Storm Water Runoff Design Considerations

i. Whenever possible, all public storm drains shall be designed to flow by gravity from the point of origin to the point of disposal.

ii. Storm drainage design within a development area must include provisions to adequately control runoff from all public and private streets and the roof, footing and area drains of residential, multifamily, commercial and industrial buildings. Design shall also ensure extension of the drainage system to adequately serve the entire drainage basin.

iii. The design storm peak discharge rate from the subject property may not be increased from conditions existing prior to the proposed development, except where it can be satisfactorily shown by the applicant that there is no adverse impact.

c. Retention/detention facilities must be provided in order to maintain surface water discharge rates at or below the existing design storm peak discharge. Retention/detention facilities will be required so that release rates down stream of the development do not exceed the ten-year frequency design storm flows for existing land use conditions. These release rates cannot increase the flooding conditions downstream. The detention basin may be either off-line as a separate basin or in-line and designed as part of a swale system.

d. Drainage from roofs, footings and down spouts may drain directly to a street through the curb provided:

e. The building pad ground elevation is high enough above the street grade to provide a minimum grade of at least one percent of pipe slope from building to curb gutter, and

f. The exiting street is not a shed roof or tilt section that will permit runoff to flow across the street. This requirement will be waived if Type A curb and gutter is existing or installed.

g. Vegetation shall be established on areas disturbed by construction as necessary to minimize erosion.

10. Storm Drains in Streets or Easements

a. Under normal conditions, storm drains shall be located in the street right-of-way within five feet of the curb line. Public storm drains within easement will be permitted only when it can be shown that drainage cannot be provided within a right-of-way.

b. When storm drains in easements are approved by the City, the storm drain line shall be offset a minimum of five feet from any property line or easement boundary, or 1/3 the required easement width, whichever is greater.

c. When private property is crossed in order to reach an approved point of disposal, it shall be the developer's responsibility to acquire a recorded drainage

easement from the private property owner meeting the approval of the City Engineer. The drainage system installed must be in a closed piped system.

d. Easement locations for public storm drains serving a PUD, apartment complex or commercial/industrial development shall be located in parking lots, private drives or similar open areas which will permit an unobstructed vehicle access for maintenance by City forces.

e. Unless specified or authorized by the City, minimum easement widths for storm drain lines 15 inches or less in diameter shall have a minimum width of ten feet plus two feet for each foot deeper than six feet to invert. Pipe lines 15 to 24 inches in diameter shall have a minimum width of 16 feet plus two feet for each foot deeper than six feet to invert. All pipe lines greater than twenty-four inches in diameter shall have a minimum width of 20 feet plus two feet for each foot deeper than six feet to invert.

f. Easement widths shall remain a constant width between manholes or other in-line structures and easement width shall be based on the deepest portion of the line between structures.

g. Open Channels shall have easement sufficient in width to cover the 100-year flood plain line when a 100-year design storm is required or 15 feet from the waterway centerline or 10 feet from the top of the recognized bank, whichever is greater. A 15-foot-wide access easement shall be provided on both sides of the channel for channel widths greater than 14 *feet* at the top of the recognized bank.

h. Easement conditions shall be such that the easement shall not be used for any purpose which would interfere with the unrestricted use for storm drain purposes.

i. Under no circumstances shall a building or structure, tree or fence be placed over a storm drain pipe or easement. This includes overhanging structures with footings located outside the easement.

j. All easements must be furnished to the City for review and approval prior to recording.

11. Providing for Future Development

a. All developments will be required to provide public storm drainage systems adequate to serve adjacent upstream parcels in order to provide for the orderly development of the drainage area.

b. This shall include the extension of storm drain lines in easements across property to adjoining properties, and across the street frontage of the property to

adjoining properties when the storm drain system is located in the street right-of-way.

c. This shall include storm drains which are oversized to provide capacity for upstream development.

12. Design Factors

a. The following criteria shall be addressed in the design of storm drainage systems and determination of design flows:

b. Size and topography of drainage area to be served

c. Land use and projected population of the area to be served when fully developed

d. Flows from commercial and industrial

e. Condition and size of existing storms drains, location of an approved disposal point

f. Maintenance and accessibility requirements for cleaning, inspection and repair work

13. Design Calculations and Capacity

a. Design calculations shall be submitted for all storm drainage facilities and shall be included on the site plan drawings and stamped by a professional engineer licensed in the State of Oregon.

b. Peak design discharges shall be calculated using the rational formula Q=CiA.

14. Design Storm

a. The intensity-duration design frequency is based on the use and size of the area the storm drain facility passes through. The design storm frequency is shown on **Table 3-~~3~~ *2***. The rainfall intensity-duration frequency curve for use in the City of Cascade Locks is the curve for Hood River County enclosed herein.

b. The recommended run-off coefficients "C" are listed in **Table 3-*~~4~~ 3***.

c. For land in a pre-development condition (natural vegetation, natural soil), the minimum time of concentration from the most remote point in the basin to the first defined channel (e.g. gutter, ditch or pipe) shall be ten minutes.

d. For developed residential and commercial/industrial property, the maximum time of concentration from the most remote point in the development to the closest inlet shall be 10 minutes, unless calculations by an acceptable method show the time to be longer.

Table 3-~~3~~ 2

Design Storm Frequency

Area	Frequency
Residential Area	10-Year Storm
Commercial Districts	10-Year Storm
Trunk Lines (18" pipe and larger)	25-Year Storm.
Minor Creeks and Drainage Ways (not shown on FIRM map)	50-Year Storm
Major Creeks (shown as a flood plain on FIRM map)	100-Year Storm

Table 3-~~4~~ 3

Runoff Coefficients

Type of Cover	Flat Terrain S=<2%	Rolling Terrain 2%<S>10%
Lawns, Meadows and Pasture Land	0.20	0.25
Cultivated Land	0.30	0.35
Single Family Residential in Urban Areas except corner lots with duplex potential	0.40	0.45
Gravel Parking Lots	0.50	0.55
Mobile Home Parks	0.60	0.65
Multi-Family Residential, Duplex Lots in Single Family Residential	0.70	0.75
Roofs and Paved Areas	0.90	0.90

15. Open Channels

a. Generally, creation of new, open drainage channels within the UGB will not be allowed.

b. Should the City allow an open drainage ditch, the side slopes shall be 3H:1V and the minimum design velocity shall be two feet per second. Maximum allowable design velocity shall be five feet per second. Ditch to be located along or adjacent to lot lines.

16. Horizontal Alignment and Vertical Location

a. Generally, storm drains shall be laid in a straight alignment between catch basins and between manholes. However, lines 15 inches in diameter and smaller may be laid on horizontal curves conforming to street curvature, but not less than a radius of 200 feet.

b. Where storm drains are being designed for installation parallel to other utility pipe or conduit lines, the vertical location shall be in such a manner that will permit future side connections of main or lateral storm drains, and avoid conflicts with parallel utilities without abrupt changes in the vertical grade of main or lateral storm drains.

c. Public storm drainage lines shall be separated from all other parallel public utilities by a minimum of five feet. Installation of private utilities in a common trench with storm drain lines shall be prohibited.

d. Public storm drainage lines shall generally be located in the street right-of-way within six feet of the curb face. Where no curb is present, the storm drain lines shall generally be located 16 feet from the property line of a 60-foot right-of-way. Approval must be obtained from the City Engineer for any deviations from these requirements, or other special situations.

17. Minimum Cover

a. All storm drains shall be laid at a depth sufficient to protect against damage by traffic and to drain building footings where practical. Sufficient depth shall mean the minimum cover from the top of pipe to finish grade at the storm drain alignment.

b. Under normal conditions minimum cover shall be 24 inches above the top of pipe in paved areas and 30 inches at all other locations.

c. It must be shown that sufficient depth is provided at the boundary of the development to properly drain the remainder of the upstream basin area tributary to the site.

18. Minimum Grade

a. The minimum accepted slopes for various pipe sizes and types are listed in Table 3-~~5~~ 4.

Table 3-~~5~~ 4

Minimum Pipe Grade

(for 2.5 feet per second)

Inside Pipe Diameter (inches)	Slope (feet per 100 feet) Smooth Wall (n = 0.013)
8	0.52
10	0.39
12	0.30
15	0.23
18	0.18
21	0.14
24	0.12
27 and larger	0.10

b. Storm drain piping shall be laid with uniform slope between structures.

c. All storm drains shall be laid on a grade which will produce a mean velocity (when flowing full) of at least two and one half feet per second, based upon Manning's pipe friction formula using a roughness coefficient of not less than 0.013 for smooth wall pipe and 0.024 for corrugated wall pipe, or the pipe manufacturer's recommendations, whichever is greater.

d. The minimum grade may be reduced from Table 3-~~5~~ 4 to produce an absolute minimum velocity of two feet per second upon approval of the City Engineer.

19. Manholes, Catch Basins and Junction Boxes

a. All junctions between storm drain pipes shall be made at manholes, catch basins or detention basins.

b. Manholes or junction boxes shall be required at:

i. All changes in horizontal or vertical alignment. Minor horizontal curvature in pipe less than 15 degrees may be allowed depending on pipe size, street alignment and reason. Maximum joint defection shall be per manufacturer's recommendation.

ii. All changes in pipe size

iii. At a spacing of no greater than 500 feet

iv. At all pipe junctions where the depth from rim to invert exceeds four feet; or where the pipe is 18 inches in diameter or greater.

c. For new mainline and lateral construction, catch basin laterals of 30 feet or less and eight inches in diameter, may tie into the main line with a shop fabricated 90 degree "T" provided the connection is located not more than 100 feet from a manhole or clean out and the main line is 15 inches or larger in diameter.

d. Catch basins may be used for the junction of pipes 15 inches or less in diameter, and where the depth from rim to invert is less than four feet. Pipe lines 18 inches in diameter may be connected to the larger dimension of the catch basin/junction box when the structure is formed and poured around the pipe during new construction.

e. Catch basins shall be designed to catch the five-year design storm gutter flow.

f. The maximum length of curb and gutter which may be drained by a catch basin is five hundred feet. The maximum impervious area which may be drained by a catch basin is 20,000 square feet.

g. Catch basins at corners shall not be located in front of handicap access ramps.

h. Catch basins shall be installed where the improvement ends on all streets terminating on a descending grade and piped to an approved point of disposal.

i. Catch basins shall be installed at all low spots, whether on public or private property and shall be connected to a storm drainage facility.

Cascade Locks Public Works Design *and Construction* Standards
Section 4 – Water Distribution

1. General:

a. These standards shall govern all new construction and upgrading of public water distribution facilities in the City of Cascade Locks and all work within its service area. The purpose of these ~~CLPW Standards~~CLPWDCS is to:

i. Be of adequate design to meet all expected domestic, commercial and industrial demands including fire flows within the anticipated design life of the system;

ii. Be of materials strong enough to resist all expected loads, both internal and external, and be able to preserve the potability of the water;

iii. Be economical and safe to build and maintain;

iv. Meet all design requirements of the Oregon Health Division (OHD)

b. Any substitutions or alternative materials will be considered by the City Engineer on a case-by-case basis.

c. These standards cannot address all situations. They are intended to assist, but not take the place of, competent work by professional design engineers.

2. Construction Drawings

a. Construction drawings shall conform to the requirements of Section 1 of these ~~CLPW Standards~~CLPWDCS.

3. Standard Details

a. Standard details for storm drain related construction are included in the ~~*Appendix A Appendices of this section*~~ of the ~~CLPW Standards~~CLPWDCS and show the City's minimum requirements for the construction of storm water related structures and facilities.

b. As required under Section 1 of these ~~CLPW Standards~~CLPWDCS, all applicable standard details shall be included on the construction drawings.

4. Specialized Work

a. The design of the following are considered "Specialized Work" and are not covered in these ~~CLPW Standards~~CLPWDCS:

i. Water Distribution Pump Stations

ii. Reservoirs

iii. Wells

iv. Pressure Regulating Devices

v. Flow Measurement Devices

vi. Bridge, Stream or Creek Crossings

b. Review and approval of specialized work by the City Engineer shall be required. When requested by the City, design calculations shall be submitted for review prior to approval.

5. **Other Jurisdictions**

a. All major water system improvements must have the approval of the Oregon Health Division *(OHD)*. Plans for individual subdivisions or other developments involving major water system improvements, shall be submitted by the Developer to the OHD, along with the required review fees, for approval. Such approval must be received and submitted to the City before any permits will be issued.

6. **Definitions and Terms**

a. **Abbreviations** – acceptable abbreviations for showing the types of existing and new pipe materials on the plans are:

i. **CI** –Cast Iron

ii. **DI**—Ductile Iron

iii. **PVC**—Polyvinyl Chloride

iv. **STL**—Steel

v. **AC**—Asbestos Cement

b. **Air Gap Separation**– a physical, vertical separation between the free-flowing discharge end of a water supply pipeline and the rim of an open, non-pressurized receiving vessel.

c. **Approved Back Flow Prevention Assembly**– an assembly that has been investigated and approved by the Oregon Health Division for preventing back flow.

d. **Back Flow**– the flow of water in a direction opposite to the normal flow. (See Back-Siphonage.)

e. **Back-Siphonage**– the flowing back of used, contaminated, or polluted water from a plumbing fixture or vessel into a potable water supply pipe due to a negative or reduced pressure in such pipe.

f. **Building Supply**– the pipe carrying potable water from the water meter, or other source of water supply, to a building or other point of use or distribution on the lot. Building supply shall also mean a customer line.

g. **Cross Connection**– any connection or arrangement, physical or otherwise, between a potable water supply system and any plumbing fixture or any tank, receptacle, equipment or device, through which it may be possible for non-potable, used, unclean, polluted or contaminated water or other substances, to enter into any part of such potable water system under any condition.

h. **Distribution System**– the distribution main pipelines, pumping stations, valves and hydrants and ancillary equipment used to transmit water from the supply source to the service line.

i. **Double Check Valve Assembly**– an assembly composed of two single independently acting check valves, including tightly closing shut-off valves located at each end of the assembly and fitted with properly located test ports.

j. **Double Detector Check Valve Assembly**– a line sized approved double check valve assembly with a parallel meter and meter-sized approved double check valve assembly. The purpose of this assembly is to provide double check valve protection for the distribution system and at the same time provide partial metering of the fire system showing any system leakage or unauthorized use of water up to 3.0 G.P.M. flow.

k. **Fire Hydrant Assembly**– to include the fire hydrant, hydrant lead, mainline hydrant valve, mainline tee and thrust restraint at the hydrant and mainline tee.

l. **Fire Protection Service**– a connection to the public water main intended only for the extinguishment of fires and flushing necessary for its proper maintenance. All fire services shall have a double detector check assembly.

m. **Fixture Unit Equivalents**– the unit flow or demand equivalent of plumbing fixture as tabulated in the uniform plumbing code.

n. **Hydrant Lead**– the line connecting the fire hydrant assembly to the City main or private fire line with an auxiliary valve.

o. **Irrigation Service**– a metered connection intended for seasonal use and delivering water which is not discharged to the sanitary sewer.

p. **ISO**– Insurance Services Office.

q. **Potable Water**– water which is satisfactory for drinking, culinary and domestic purposes and meets the requirements of the health authority having jurisdiction.

r. **Service Line**– the line or pipe extending from the City water main to the water meter, Back Flow prevention device or private water system double check valve assembly.

s. **Uniform Plumbing Code**– The Uniform Plumbing Code adopted by the International Association of Plumbing and Mechanical Officials, current edition as revised by the State of Oregon, called the "Oregon State Plumbing Specialty Code".

t. **Water Main**– a water supply for public or community use.

u. **Water Supply System**– consists of the building supply pipe, the water distributing pipes, and the necessary connecting pipes, fittings, control valves, and all appurtenances carrying or supplying potable water in or adjacent to the building premises.

7. **General Design Considerations:**

a. In general, water distribution systems should be designed to care for maximum development of the service area with the recognition of possible urban and industrial expansion.

b. As a condition of water service, all developments will be required to provide pubic water mains of sufficient size for fire protection to adjacent parcels. This shall include the extension of water mains in easements across the property to adjoining properties, and across the street frontage of the property to adjoining properties when the main is located in the street right-of-way.

c. The system shall have sufficient capacity to maintain 40 PSI at the building entrance for one- and two-family dwellings. For other development, provide a minimum pressure of 35 PSI at the building side of the meter during periods of maximum use, and to provide sufficient volumes of water at adequate pressures to satisfy the expected daily consumption plus fire flows.

d. Normal working pressure in the distribution system approximately 60 PSI with a range of 40 PSI to 70 PSI. A 20 PSI residual pressure under fire flow conditions shall be maintained at all points in the distribution system under new system design. Velocities in mains shall normally range from three to six feet per second for average demand to a maximum velocity of ten feet per second for combined average demand plus fire flow.

e. Head loss shall be determined by the Hazen-Williams equation as shown on **Table 4-1**.

Table 4-1

Hazen-Williams Coefficients

Pipe Diameter	C Value
8 Inches and Less	100
10 Inches to 12 Inches	110
Greater than 12 Inches	120

8. Water System Capacity

a. Design capacities shall be determined by consideration of the following factors and assumption:

   i. Area to be served, both immediate and adjacent

   ii. Current and projected population within the area to be served

   iii. Current and projected land use within the area to be served

   iv. Commercial, industrial or institutional users to be served

   v. Changes in any of the above which are likely to occur within a foreseeable time period

b. In the absence of consumption data or other reliable information, the following factors are to be used for assumed peak hour demands:

   i. 0.75 gpm per person for single family residential

   ii. 0.25 gpm per person for multiple family residential

   iii. 5,000 gal/ac/day for commercial development

   iv. 10,000 gal/ac/day for industrial development

c. Fire flows are to be as shown in **Table 4-2:**

Table 4-2

Fire Flow Requirements

(Subject to the latest Oregon State Fire Code (OFC) Appendix B Fire Flow for Buildings)

Land Use	Fire Flows (GPM)	Duration (Hr.)	*Max Bldg Size (Unreduced)*	*Max Bldg Size (Reduced)*
Industrial	~~*4,500*~~ *4000*	4	*23,300 sf*	*Unlimited*
Downtown	~~*4,000*~~ *3000*	~~*4*~~ *3*	*13,400 sf*	*51,500 sf*
Commercial	~~*3,500*~~ *3000*	3	*13,400 sf*	*51,500 sf*
Multiple Family	3,000	~~*2*~~ *3*	*13,400 sf*	*51,500 sf*
Residential	1,500	2	*3,600 sf*	*13,400 sf*
All Others	~~*1000*~~ *1500*	2	*3,600 sf*	*13,400 sf*

d. Demand for unique commercial installations, industrial users, PUD's, multiple, and institutional concerns will be calculated on an individual basis.

e. In all cases, all new fire hydrants shall be capable of delivering a minimum of 1,000 G.P.M. at 20 PSI residential system pressure.

9. Looping

a. The distribution system mains shall be looped at all possible locations. All water lines shall be looped and valved such that the removal of any single line segment form service will not result in more than one fire hydrant being taken out of service.

b. The installation of permanent dead end mains upon which fire protection depends and areas of large demands on single mains will not be permitted.

10. Blow Offs

a. All dead end mains shall terminate with a blow off assembly or a fire hydrant.

b. Blow offs shall be sized to ensure that the water mains can be flushed at a minimum velocity of two and one half feet per second in accordance with AWWA C-650. ~~*Figure*~~ *Table* 4-3 shall be used as a minimum size guideline assuming 40 PSI minimum residual system pressure under flushing conditions.

Figure Table 4-3

Minimum Mainline Blow Off Sizes

Water Main Diameter	Minimum Blow Off Diameter
6 and 8 Inch	2 Inch
10 and 12 Inch	4 Inch
Larger than 12 Inch	As Required

c. Permanent dead ends shall have a permanent blow off assembly and thrust restraint system. A blow off in a cul-de-sac shall be located in front of the curb and within five feet from the curb face.

d. Mains which can conceivably be extended at some later date shall have a mainline valve in front of the blow off assembly, and a thrust restraint system which allows the mainline valve to be connected to without taking the line out of service.

e. Temporary blow offs where required for cleaning new water mains, shall be located at the lower end of the line to be flushed whenever possible. Temporary blow offs larger than two inches in diameter shall have a valve conforming to the requirements contained herein for mainline valves.

11. Minimum Cover Depth

a. The minimum cover depth over buried water mains within the street right-of-way or easements shall be 36 inches from the finished grade, except that a minimum 40 inches cover shall be required for waterlines in fill slopes.

b. Finished grade shall normally be determined as shown in *Figure Table* 4-4:

~~*Figure*~~ *Table* 4-4

Finished Grade

Mainline Location	Finished Grade
Water Line under sidewalk in right-of-way	Top of Curb
Water line within paved area of right-of-way	Top of Curb
Water line in cut slope behind sidewalk	Top of Curb
Fill slopes	Perpendicular from pipe to surface
Easement	Finished grade at pipe centerline

12. Water Line Locations

a. Waterlines located in the public right-of-way shall be parallel to the public right-of-way and preferably on the south and west sides of the public right-of-way street. Exceptions to these requirements may be made in order to avoid conflicts with other existing underground facilities, and to permit sanitary sewers to be installed on the low sides of the streets.

~~b. Standard location for water mains within public right-of-way shall be~~

~~e~~ b. Water mains shall be separated from other parallel utilities by a minimum of five feet and from parallel sewer main lines by a minimum of ten feet.

~~d~~ c. Water mains shall not be installed in alleys or the back of lots. As nearly as practical, mains shall be installed with the same distance-as practical from the curb line (or property lines where no curbs exist) of the street. On curved streets, mains may be laid on a curve concentric with the street centerline, with deflections no greater than the manufacturer's specifications. Mains may be laid in straight lines along the tangent between selected angle points to avoid conflicts with other utilities. The angle point/tangent section shall not be less than three feet in front of curb face.

e d. Where a water main crosses below or within 18 inches of vertical separation above a sanitary sewer main or lateral, one full length of ductile iron or C-900 shall be centered on the point of crossing.

13. Main Line Sizing

a. Minimum sizes for water mains shall be as shown in ~~*Figure*~~ *Table* 4-5:

~~*Figure*~~ *Table* 4-5

Mainline Size Requirements

Minimum Diameter	Type of Mainline
6 inch	Private fire line supplying a single fire hydrant or a building fire suppression system. Looping of private fire lines which supply hydrants will be required.
8 inch	Minimum size water main for the public water system. Looping back into the distribution grid shall be at intervals as required by the City, but shall generally not exceed 600 feet.
8 inch	Public water distribution mains and permanently dead-end mains supplying fire hydrants with a required fire flow of 1,500 G.P.M. or less.
10 inch and larger	As required for transmission mains, distribution mains in industrial subdivisions and fire lines supplying more than 1,500 G.P.M.

14. Water Mains Within Easements

a. The installation of mains within easements across privately owned property is to be done only when absolutely necessary, such as the avoidance of dead-end conditions. Conditions of the easement shall be such that the easement shall not be used for any purpose which would interfere with the unrestricted use for water main purposes.

b. Under no circumstances shall a building or structure be placed over a water main or water main easement. This includes over hanging structures with footings located outside the easement.

c. Easement locations for public mains serving a PUD, apartment complex or commercial or industrial development shall be in parking lots, private drives or

similar open areas which will permit an unobstructed vehicle access for maintenance by City Forces.

d. Easements, when required, shall be exclusive and be a minimum of ten feet in width except that the minimum width shall be 15 feet or more for transmission water mains ten inch and larger. Easement widths shall vary from the ten-foot minimum by five-foot increments.

e. Mains laid in easements along a property line or with the easement centered on a property line, shall be offset 18 inches from the property line.

f. Easements must be obtained from the property owner to the City of Cascade Locks prior to construction. Such easements shall be the responsibility of the developer to obtain and record, and shall be submitted to the City for review and approval prior to recording.

g. Common placement of water, sewer and storm drain in an easement may be allowed under certain conditions. However, separation of utilities must meet OHD requirements as set forth in OAR 333. Common easements will be reviewed on a case-by-case basis.

15. Surface Water and Stream Crossings

a. Surface water crossing of mains shall be in accordance with OAR 333.

b. Mains crossing streams or drainage channels shall be designed to cross as nearly perpendicular to the channel as possible. The minimum cover from the bottom of the stream bed or drainage channel to the top of pipe shall be 36 inches.

c. Mains crossing streams or drainage channels for pipes of 12 inches or larger, and crossings requiring special approval from the Department of State Lands, shall be treated on a case-by-case basis.

d. A scour pad centered on the water line will be required for mains less than 12 inches when the cover from the top of pipe to the bottom of the stream bed or channel is 30 inches or less. The size and design of scour pads will be reviewed on a case-by-case basis by the City Engineer.

16. Water Valves

a. In general, valves shall be the same size as the mains in which they are installed. Valve types and materials shall conform to the Standard Construction Specifications. Reducers for re-connection to existing water lines less than eight inches in diameter shall be placed between the new valve and existing line.

b. Distribution system valves shall be located at the tee or cross fitting as nearly as possible. There shall be a sufficient number of valves so located that not more

than four and preferably three valves must be operated to affect any one particular shutdown. The spacing of valves shall be such that the length of any one shut down shall not exceed 500 feet.

c. Hazardous crossings, such as creek, railroad and freeway crossings, shall be valved on each side of the crossing.

d. All developments will be required to extend mains across existing or proposed streets for future extensions by the City or other developments. All terminations shall be planned and located such that new or existing pavement will not have to be cut in the future when the main is extended.

17. Fire Hydrants

a. Coverage: Preferred coverage shall result in maximum hydrant spacing of 500 feet in residential areas, 300 feet in high value districts and no further than 250 feet from the furthest point of any dwelling, building, garage, or building. Hydrant stubs will be required for installation in areas of currently minimum development.

b. No fire hydrant shall be installed on a main of less than eight inch inside diameter unless it is in a looped system of six-inch mains. The hydrant lead shall be a minimum of six inch inside diameter.

c. No hydrant shall be installed less than five feet from an existing utility pole or guy wire nor shall a utility pole or guy wire be placed less than five feet from an existing hydrant.

d. Each hydrant shall have a hydrant valve and valve box at the main line tee. The hydrant valve shall have mechanical joint-flange joint ends. The valve shall be connected to the water main using a mechanical joint or flange joint tee.

e. Hydrant bury shall be sufficient to provide a minimum of 36" of cover over the hydrant lead.

f. The hydrant shall be set such that the center of the pumper port is a minimum of 16" or a maximum of 24" above the surrounding grade.

18. Service Lines

a. Each legal lot of record shall be connected by a separate water service line connected to the public or approved private water main. Combined water service lines will be permitted only when the property cannot legally be further divided; i.e.: a residential lot with a house and unattached garage or shop with plumbing fixtures.

b. Additional water service lines must be stubbed into the property lines sufficient to serve all residential parcels which can be further partitioned in the future where such future partition would require that the streets be cut to install such services.

c. Service lines one inch thru two inches shall be tapped to the mainline by the use of tapping service saddle. Service lines larger than two inches shall use a mainline tee with a threaded or flanged valve.

19. Service Line Sizes

a. Only one metered service line per property will be allowed. It will be the property owner's responsibility to provide and read the additional installed meters if so desired by the developer in the case of multi-housing units *requiring individual meters.*

b. Should more than one commercial water user be located on a property owned by one person, the City may allow an exception to the one service line per property requirement.

c. Standard service line sizes which may be used are 1", 1-1/2, 2", 4", 6" and 8". Service lines will be reviewed for effects on the distribution system and shall not be greater in size than the distribution system.

d. Service piping shall be equal to or greater than the meter size, however three inch meters require a four-inch tap and four-inch minimum piping fittings.

e. Single Residential Service – 1"; Duplex Residential Service – 1"; Triplex Residential service – 1-1/2; Commercial Service – 1" minimum. The next larger service size may be required for residential lots large enough to be partitioned into additional lots without a water main extension.

f. For three inch and larger services, design drawings shall be submitted showing the vault and fitting requirements, including a lock-able bypass line, with the expected flow requirements and proposed usage.

20. Service Line and Meter Location

a. Meters shall be located at the termination of the City service line. One inch through two-inch meters shall be located in the right-of-way in a location that allows for easy reading and maintenance, preferably to a point 6" behind the back of the sidewalk.

b. The meter stop and meter box shall be located such that the front of the meter box is 3 inches behind the sidewalk.

c. In general, individual service connections shall terminate in front of the property to be served and shall be located two feet each side of a common side property line.

d. The domestic service shall not be connected to a fire protection service.

e. A public utility and access easement (five foot clear around all sides) shall be provided to and around all meter boxes/vaults set on private property.

f. A backflow prevention assembly shall be placed on domestic service lines as required by Section 4.23.2.

21. Water Meters

a. All water meters scheduled for services inside the City of Cascade Locks will be furnished and installed by City forces at the request and expense of the customer. The service line, meter box and all piping within the meter box must be installed by the developer.

b. All meters shall read in gallons.

c. Water Meter Boxes and Vaults

d. Unless otherwise approved, all meter boxes shall be shown in **Table 4-6.**

Table 4-6

Meter Box Size

Service Size	Meter Box
1"	Brooks Style #38
1-1/2"	Brooks Style #66
2"	Brooks Style #66
3" & larger	Vault to Conform to COS Standard Drawing #506

e. Three inch and larger meters shall be located on private property adjacent to the right-of-way to allow for reading and maintenance. It must be accessible for a crane truck to *be* within ten feet of the installation with a ten-foot vertical clearance.

f. The meter, vault and piping are to protected from freezing, vandals and vehicles. The surround area must be graded such to prevent storm water from running over and into the vault.

g. All three inch and larger meters shall be provided with a remote readout head located such that it can be read without entering the meter vault.

h. The meter may be located in the same vault as the back flow preventor with the approval of the City, provided a completed dimensioned design is submitted with the request.

22. Back Flow Prevention-General

a. The BFP assembly must meet the requirements as set forth from the current OHD approved list of assemblies.

b. An approved Back Flow prevention assembly with an approved metering system shall be required for use in each of the following instances:

   i. When a private line is looped between two or more City mains in order to obtain the required flow and the resultant loop will not benefit the City water line grid system.

   ii. On all private fire lines attached to the City's distribution system.

   iii. When an auxiliary water supply exists on the property being served.

c. Back Flow Prevention-Location

   i. The approved Back Flow prevention assembly shall be installed on the property being served in a place accessible for City inspection.

   ii. The Back Flow preventor shall be located before any branch, immediately downstream of the meter that would feed a non-potable system extension; or

   iii. If no meter, at the property line; or

   iv. If in a building, before the first branch or hazard being controlled or as determined by the City Cross-connection Control Inspector; or

   v. If installed outside a building being served, it shall be placed at the property line in an approved vault or structure. Double check assemblies up to two inches may be installed in standard meter boxes, Brook #66 or equal.

City of Cascade Locks

Public Works Design *and Construction* Standards

APPENDIC*IES*

- Construction Permit Forms
- Standard Detail Drawings

CITY OF CASCADE LOCKS
TYPE A CONSTRUCTION PERMIT
Construction involving/serving less than ½ acre of property or a single residential or business parcel.

Permit No. _____ Date _____

Applicant _____

Mailing Address _____

Application is made to: Construct _____ Alter _____

_____ Curb/Gutter _____ Roof/Storm Drain _____ Driveway _____ Apron

_____ Parking Lot _____ Sidewalk _____ Other

Description of work: _____

_____

Total Estimated Construction Cost for items listed above: _____

Location of Construction Work:

Assessors' Map and Tax Lot _____ Physical Address _____

Easements Required? Yes _____ No _____ If yes, obtained? Yes _____ No _____

Engineer: _____ Email: _____

Address: _____ Phone: _____

Contractor: _____ Email: _____

Address: _____ Phone: _____

Approval from outside agency(s) Yes _____ No _____

Agency: _____ Date Approved: _____

Proposed Work Schedule: Begin _____ Complete _____

☐ Plans cleared by local, public and private utilities ☐ Two sets of plans attached

For construction involving any excavation work, Oregon Law requires the permittee to locate all underground facilities before start of excavation and take measures to protect the facilities during construction. The telephone number for the Oregon Notification Center is 1-800-332-2344 or 811.

Applicant agrees to comply with the above description of work, attached plans and the regulations of the Cascade Locks Public Works Design and Construction Standards.

Applicant agrees to guarantee all materials and workmanship covered by this permit for a period of one year following acceptance of the improvements by the City.

Applicant agrees to indemnify and hold harmless the City, its officials, representatives and employees from any and all bility resulting from the Applicant's negligent acts for performance of work under this permit.

I have read and agree to the permit conditions as listed above.

Applicant Signature: _____

----------OFFICE USE ONLY----------

Date Application Received: _____, 20_____

Plans checked by: _____ Date: _____

☐ Approved ☐ Not Approved

Permit Issued: _____, 20_____ by: _____

Date Construction Completed: _____, 20_____

Date Work Accepted by Public Works or City Engineer _____, 20 _____

Applicant must also sign a Development Agreement.

CITY OF CASCADE LOCKS
TYPE B CONSTRUCTION PERMIT
Construction involving/serving more than ½ acre of property or multiple residential or business parcels.

Permit No. _____ Date _____

Applicant _____

Mailing Address _____

Application is made to: Construct _____ Alter _____

_____ Curb/Gutter _____ Roof/Storm Drain _____ Driveway _____ Apron

_____ Parking Lot _____ Sidewalk _____ Sewer _____ Water Main

_____ Other

Description of work: _____

_____

Total Estimated Construction Cost for items listed above: _____

Location of Construction Work:

Assessors' Map and Tax Lot _____ Physical Address _____

Easements Required? Yes _____ No _____ If yes, obtained? Yes _____ No _____

gineer: _____ Email: _____

Address: _____ Phone: _____

Contractor: _____ Email: _____

Address: _____ Phone: _____

Approval from outside agency(s) Yes _____ No _____

Agency: _____ Date Approved: _____

Proposed Work Schedule: Begin _____ Complete _____

☐ Plans cleared by local, public and private utilities ☐ Two sets of plans attached

Attach 100% Performance and Payment Bond & Certificate of Insurance: Public Liability Coverages $_____

For construction involving any excavation work, Oregon Law requires the permittee to locate all underground facilities before start of excavation and take measures to protect the facilities during construction. The telephone number for the Oregon Notification Center is 1-800-332-2344 or 811.

Applicant agrees to comply with the above description of work, attached plans and the regulations of the Cascade Locks Public Works Design and Construction Standards.

Applicant agrees to guarantee all materials and workmanship covered by this permit for a period of one year following acceptance of the improvements by the City.

Applicant agrees to indemnify and hold harmless the City, its officials, representatives and employees from any and all liability resulting from the Applicant's negligent acts for performance of work under this permit.

I have read and agree to the permit conditions as listed above

----------OFFICE USE ONLY----------

Date Application Received: _____, 20_____

Plans checked by: _____ Date: _____

☐ Approved ☐ Not Approved

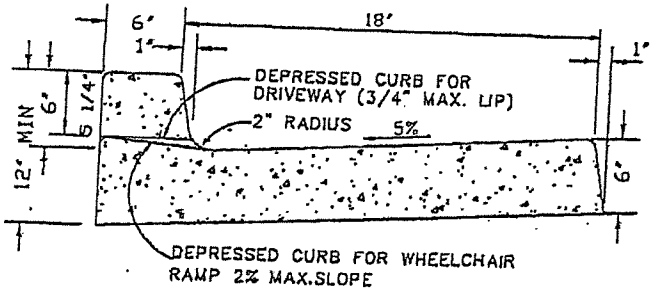
Permit Issued: _____, 20_____ by: _____

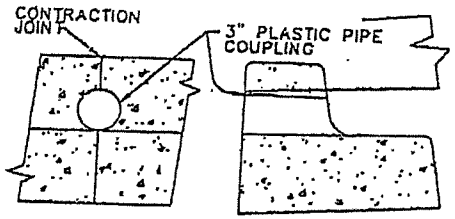
Date Construction Completed: _____, 20_____

Date Work Accepted by Public Works or City Engineer _____, 20 _____

Applicant must also sign a Development Agreement.

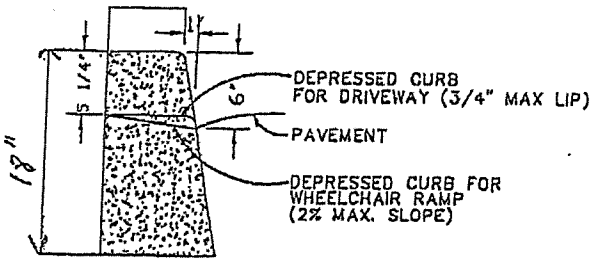
STANDARD CURB





WEEP HOLE THROUGH CURB

O.D.O.T. TYPE "C" CURB



USED ONLY WITHIN STATE HIGHWAY RIGHT OF WAY

NOTES:

1. ALL RADII SHALL BE 3/4" EXCEPT AS OTHERWISE SHOWN.
2. ISOLATION JOINTS SHALL BE PLACED ONLY AS SPECIFIED.
3. CONTRACTION JOINTS SHALL BE PLACED AT 15' INTERVALS AND SHALL EXTEND AT LEAST 50% THROUGH THE CURB OR CURB AND GUTTER.
4. A CONTRACTION JOINT SHALL BE PLACED ALONG AND OVER WEEP HOLE THROUGH THE CURB AND THROUGH THE SIDEWALK.
5. WHEN SIDEWALKS ARE CONSTRUCTED, EXTEND 3" PIPE TO BACK OF SIDEWALK AND INSTALL COUPLING.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

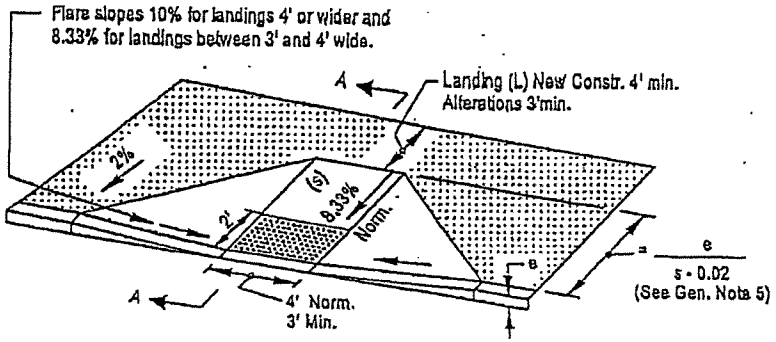
OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
STANDARD CURB DETAIL

2002

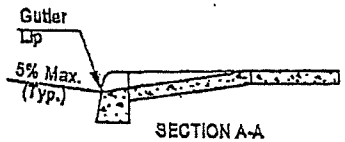
REVISIONS

DATE	DESCRIPTION
12-02	City of Hood River Modifications

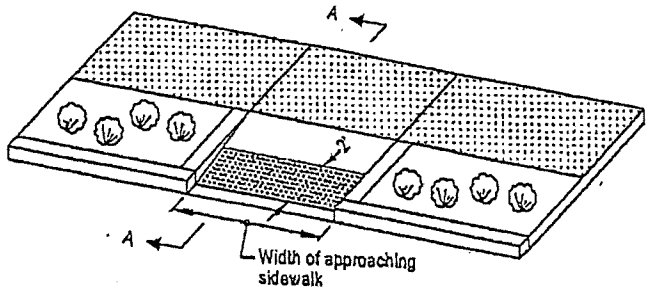


OPTION 1
PERPENDICULAR SIDEWALK RAMP DETAIL

(Use "Parallel or Combined Ramp Detail" when reqd. landing cannot be obtained)



SECTION A-A



OPTION 2
PERPENDICULAR SIDEWALK RAMP
THROUGH BUFFER STRIP

GENERAL NOTES:

1. Place truncated dome detectable warning texture in the lower 2' of throat of ramp only. Arrange domes using in-line pattern as shown in detail below. Color of texture to be safety yellow. For constr. of sidewalk ramps outside of public right-of-way, check State Building Codes requirements.

2. Sidewalk curb ramp slopes shown are relative to the true level horizon (zero bubble).

3. In alterations curb ramp slope(s) may be 10 % for a max. rise of 6" or 12.5% for a max rise of 3". Curb ramps, in alterations, need not exceed 6' in length.

4. Side flares that are not part of the path of travel may be any slope.

5. Ramps for paths intersecting a roadway should be full width of path. When a ramp is used to provide bicycle access from a roadway to a sidewalk, the ramp should be 8' wide with no texturing.

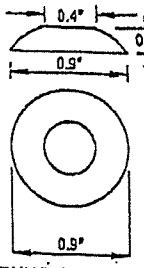
6. Sidewalk ramp details are based on ORS 447.310 and the proposed ADAAG Section 14, June 20, 1994.

7. When 2 curb ramps are immediately adjacent, the curb exposure (s) between the adjacent side flares may range between 3" and full design exposure.

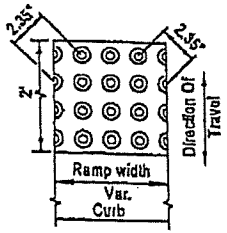
8. For the purpose of this drawing, a curb ramp is considered "perpendicular" if the angle between the longitudianal axis of the ramp and a tangent to the curb at the ramp center is 75 ° or greater.

9. Tooled joints are required at all sidewalk ramp slope break lines.

10. Sidewalk flare is not necessary where the ramp is protected from pedestrian cross-travel.



TRUNCATED DOME
DETAIL



RAMP TEXTURE PATTERN
DETAIL

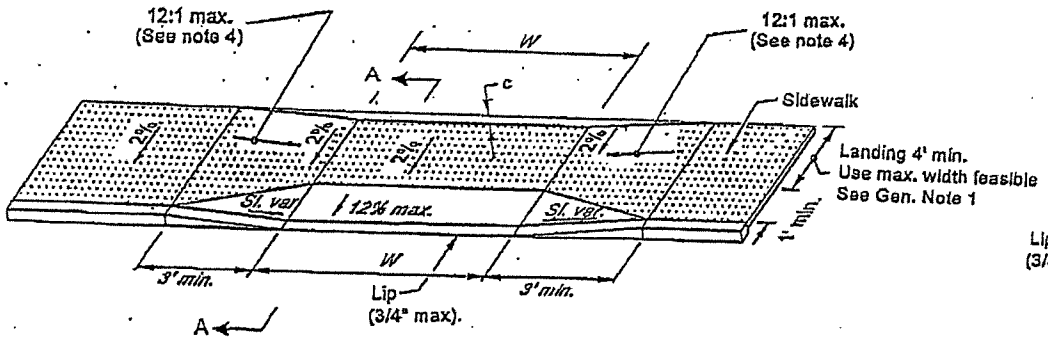
The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS
CITY OF HOOD RIVER
SIDEWALK RAMP DETAILS
SHEET 1
2002

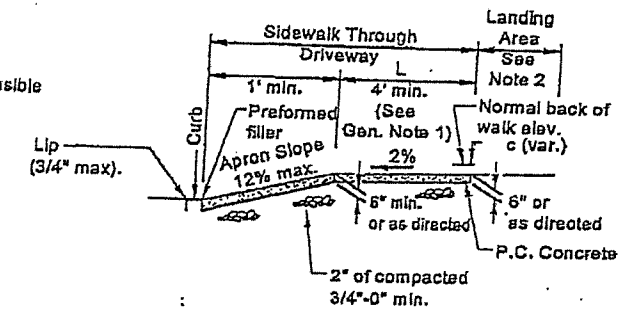
REVISIONS	
DATE	DESCRIPTION
12 - 02	City of Hood River Modifications

OPTION 1
PARTIALLY LOWERED SIDEWALK

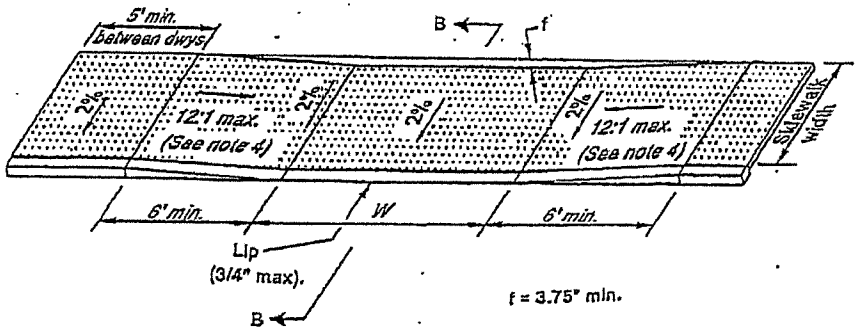


c = 3" min.

SECTION A-A

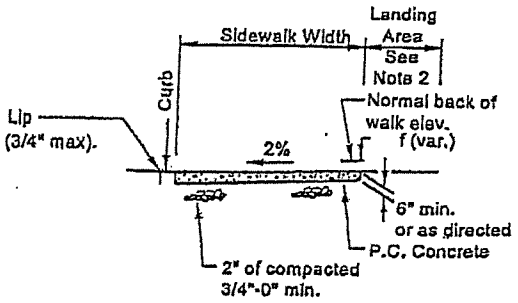


OPTION 2
FULLY LOWERED SIDEWALK



f = 3.75" min.

SECTION B-B



GENERAL NOTES:

1. 4' norm. width with slope of 2% is required through driveways.
2. Width of driveway (W) and length of landing area shall be as shown on plans or as directed.
3. Tooled joints are required at all driveway slope break lines.
4. Longitudinal slopes shown are relative to the running slope of the sidewalk.
5. Finish shall be medium broom, with no shine marks.
6. Maximum 6" square wire placed on 3" dobe blocks is required in commercial driveways.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

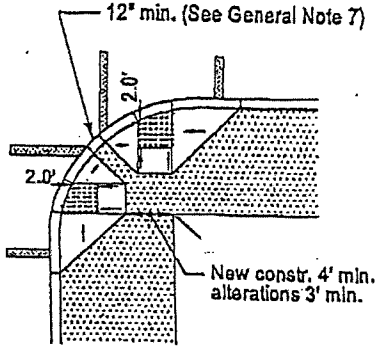
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

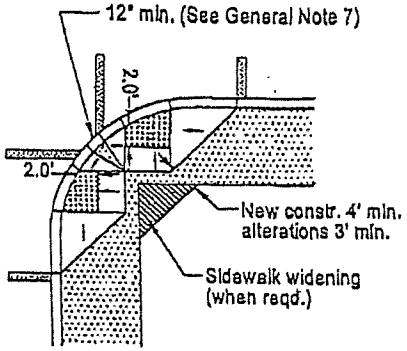
CITY OF HOOD RIVER DRIVEWAY DETAIL

2002

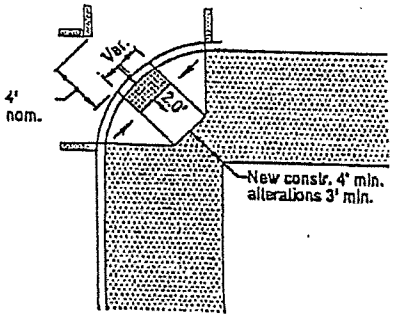
REVISIONS	
DATE	DESCRIPTION
12-07	City of Hood River Modification



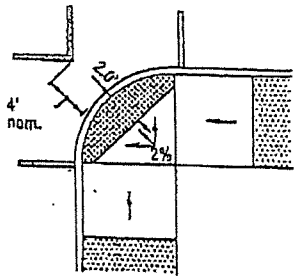
OPTION 4



OPTION 5



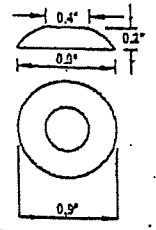
OPTION 6
SINGLE DIAGONAL RAMP
Use in alterations only and when site constraints prohibit installing two ramps



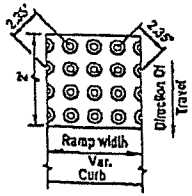
OPTION 7
SINGLE PARALLEL RAMP
Use in alterations only and when site constraints prohibit installing two ramps

General Notes

1. Place truncated dome detectable warning texture in the lower 2' of throat of ramp only. Arrange domes using in-line pattern only as shown in detail right. Color of texture to be safety yellow. For construction of sidewalk ramps outside of public right-of-way, check with State Building Codes for requirements regarding texturing of flares.
2. Sidewalk curb ramp slopes shown are relative to the true level horizon (zero bubble)
3. In alterations curb ramp slope(s) may be 10% for a max. rise of 6" or 12.5% for a max. rise of 3/4". Curb ramps, in alterations, need not exceed 6' in length.
4. Side flares that are not part of the path of travel may be of any slope.
5. Do not slope landing more than 2% in any direction.
6. Ramps for paths intersecting a roadway should be full width of path. When a ramp is used to provide bicycle access from a roadway to a sidewalk, the ramp should be 8' wide, with no texturing.
7. Sidewalk ramp details are based on ORS 447.310 and proposed ADAAG Section 14, June 20, 1994.
8. When 2 curb ramps are immediately adjacent, the curb exposure (e) between the adjacent side flares may range between 3" and full design exposure.
9. For the purpose of this drawing, a curb ramp is considered "perpendicular" if the angle between the longitudinal axis of the ramp and a line tangent to the curb at the ramp center is 75° or greater.



TRUNCATED DOME
DETAIL



RAMP TEXTURE PATTERN
DETAIL

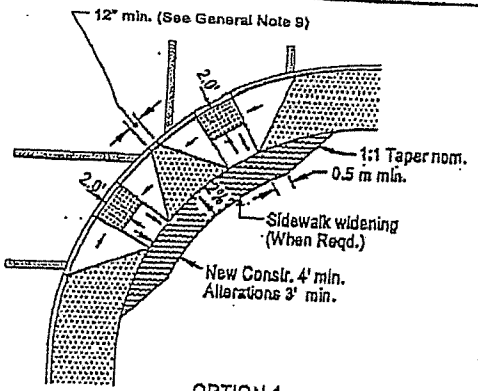
Marked or intended crossing location

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

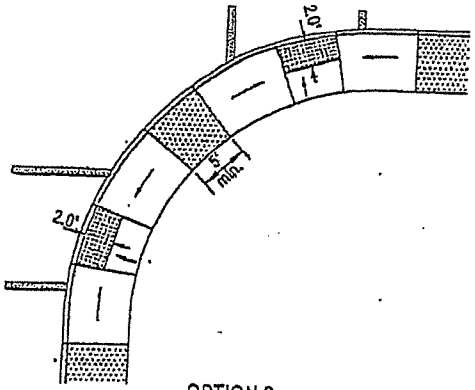
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS
CITY OF HOOD RIVER
SIDEWALK RAMP PLACEMENT
FOR CURBSIDE SIDEWALKS
ALTERATIONS
2002

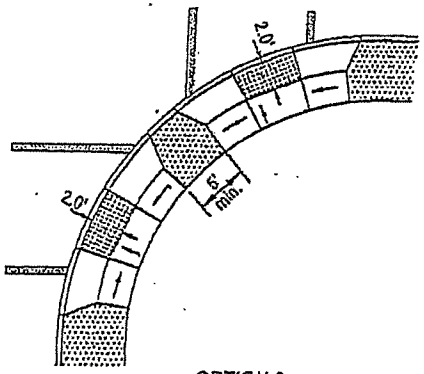
REVISIONS	
DATE	DESCRIPTION
12/02	City of Hood River Modifications



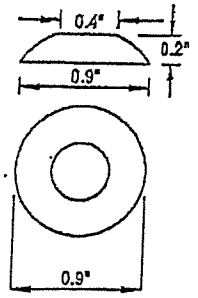
OPTION 1
PERPENDICULAR RAMPS



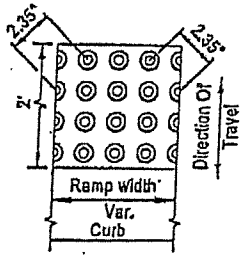
OPTION 2



OPTION 3
COMBINATION RAMPS



TRUNCATED DOME
DETAIL



RAMP TEXTURE PATTERN
DETAIL

Marked or intended
crossing location

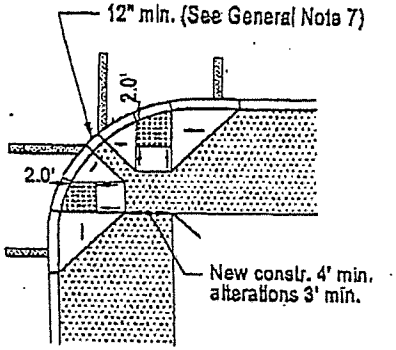
General Notes

1. Place truncated dome detectable warning texture in the lower 2' of throat of ramp only. Arrange domes using in-line pattern only as shown in detail right. Color of texture to be safety yellow. For construction of sidewalk ramps outside of public right-of-way, check with State Building Codes for requirements regarding texturing of flares.
2. Sidewalk curb ramp slopes shown are relative to the true level horizon (zero bubble)
3. In alterations curb ramp slope(s) may be 10% for a max. rise of 8" or 12.5% for a max. rise of 9/4". Curb ramps, in alterations, need not exceed 6' in length.
4. Side flares that are not part of the path of travel may be of any slope.
5. Do not slope landing more than 2% in any direction.
6. Ramps for paths intersecting a roadway should be full width of path. When a ramp is used to provide bicycle access from a roadway to a sidewalk, the ramp should be 5' wide, with no texturing.
7. Sidewalk ramp details are based on ORS 447.310 and proposed ADAAG Section 14, June 20, 1994.
8. When 2 curb ramps are immediately adjacent, the curb exposure (e) between the adjacent side flares may range between 3" and full design exposure.
9. For the purpose of this drawing, a curb ramp is considered "perpendicular" if the angle between the longitudianal axis of the ramp and a line tangent to the curb at the ramp center is 75° or greater.

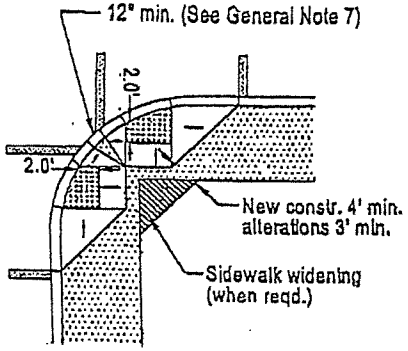
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS
CITY OF HOOD RIVER
SIDEWALK RAMP PLACEMENT
FOR CURBSIDE SIDEWALKS
SHEET 1
2002

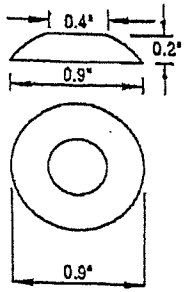
REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Modifications



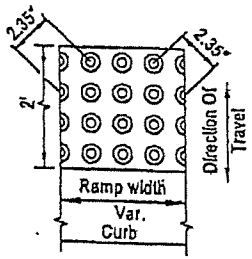
OPTION 4



OPTION 5



TRUNCATED DOME
DETAIL



RAMP TEXTURE PATTERN
DETAIL

Marked or intended
crossing location

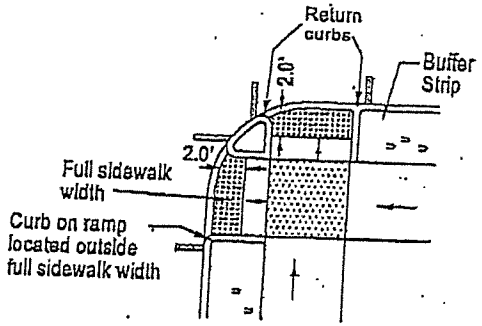
General Notes

1. Place truncated dome detectable warning texture in the lower 2' of throat of ramp only. Arrange domes using in-line pattern only as shown in detail right. Color of texture to be safety yellow. For construction of sidewalk ramps outside of public right-of-way, check with State Building Codes for requirements regarding texturing of flares.
2. Sidewalk curb ramp slopes shown are relative to the true level horizon (zero bubble)
3. In alterations curb ramp slope(s) may be 10% for a max. rise of 6" or 12.5% for a max. rise of 3/4". Curb ramps, in alterations, need not exceed 6' in length.
4. Side flares that are not part of the path of travel may be of any slope.
5. Do not slope landing more than 2% in any direction.
6. Ramps for paths intersecting a roadway should be full width of path. When a ramp is used to provide bicycle access from a roadway to a sidewalk, the ramp should be 8' wide, with no texturing.
7. Sidewalk ramp details are based on ORS 447.310 and proposed ADAAG Section 14, June 20, 1994.
8. When 2 curb ramps are immediately adjacent, the curb exposure (e) between the adjacent side flares may range between 3" and full design exposure.
9. For the purpose of this drawing, a curb ramp is considered "perpendicular" if the angle between the longitudinal axis of the ramp and a line tangent to the curb at the ramp center is 75° or greater.

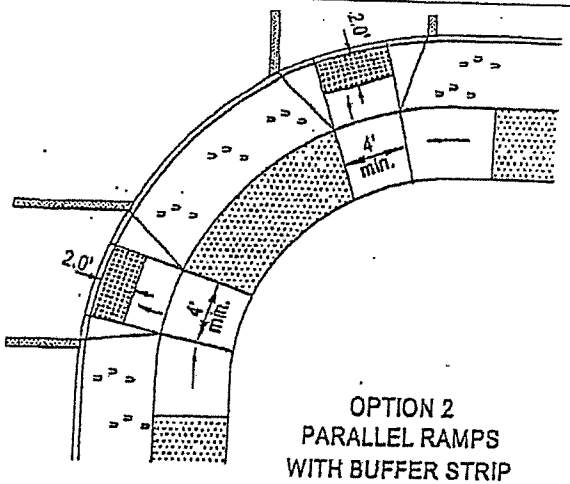
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS
CITY OF HOOD RIVER
SIDEWALK RAMP PLACEMENT
FOR CURBSIDE SIDEWALKS
SHEET 2
2001

REVISIONS	
DATE	DESCRIPTION
12-00	City Street Standard Update



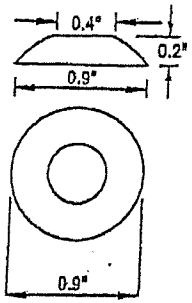
OPTION 1
RAMPS WITH BUFFER STRIP



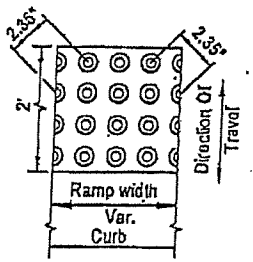
OPTION 2
PARALLEL RAMPS
WITH BUFFER STRIP

General Notes

1. Place truncated dome detectable warning texture in the lower 2' of throat of ramp only. Arrange domes using in-line pattern only as shown in detail right. Color of texture to be safety yellow. For construction of sidewalk ramps outside of public right-of-way, check with State Building Codes for requirements regarding texturing of flares.
2. Sidewalk curb ramp slopes shown are relative to the true level horizon (zero bubble)
3. In alterations curb ramp slope(s) may be 10% for a max. rise of 6" or 12.5% for a max. rise of 3/4". Curb ramps, in alterations, need not exceed 6' in length.
4. Side flares, if used in Option A and 1, that are not part of the path of travel may be of any slope.
5. Do not slope landing more than 2% in any direction.
6. Ramps for paths intersecting a roadway should be full width of path. When a ramp is used to provide bicycle access from a roadway to a sidewalk, the ramp should be 8' wide, with no texturing.
7. Sidewalk ramp details are based on ORS 447.310 and proposed ADAAG Section 14, June 20, 1994.
8. When 2 curb ramps are immediately adjacent, the curb exposure (e) between the adjacent side flares may range between 3" and full design exposure.
9. For the purpose of this drawing, a curb-ramp is considered "perpendicular" if the angle between the longitudinal axis of the ramp and a line tangent to the curb at the ramp center is 75° or greater.



TRUNCATED DOME
DETAIL



RAMP TEXTURE PATTERN
DETAIL

Marked or intended crossing location

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

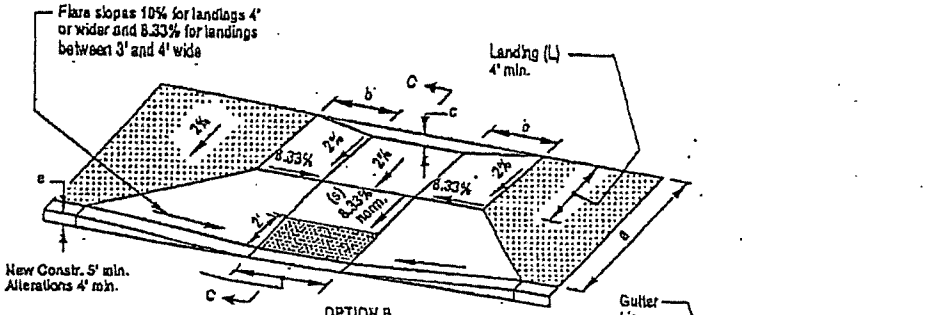
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
SIDEWALK RAMP PLACEMENT
FOR SETBACK SIDEWALKS

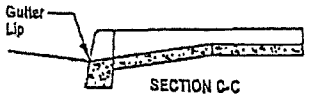
2002

REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Modifications

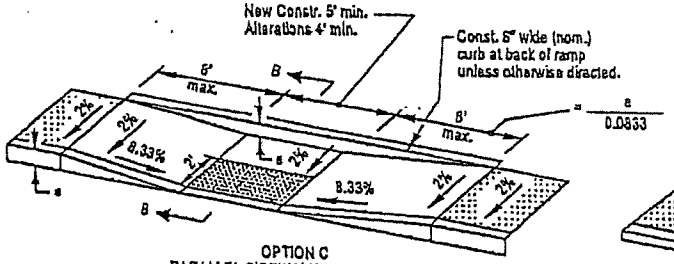


OPTION B
COMBINATION SIDEWALK RAMP DETAIL

$c = a - [(a-L)(s-0.02)]$
$b = c/0.0833$
b=4' min.,
8' max.

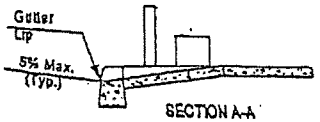


SECTION C-C

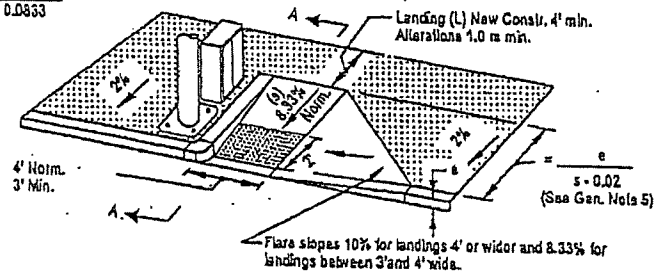


OPTION C
PARALLEL SIDEWALK RAMP DETAIL

SECTION B-B



SECTION A-A



OPTION D
PERPENDICULAR SIDEWALK RAMP
WITH SINGLE FLARE DETAIL

(Use "Parallel or Combined Ramp Detail" when reqd. landing cannot be obtained)

GENERAL NOTES:

1. Place truncated dome detectable warning texture in the lower 2' of throat of ramp only. Arrange domes using in-line pattern as shown in detail below. Color of texture to be safety yellow. For constr. of sidewalk ramps outside of public right-of-way, check State Building Codes requirements.

2. Sidewalk curb ramp slopes shown are relative to the true level horizon (zero bubble).

3. In alterations curb ramp slope(s) may be 10 % for a max. rise of 6" or 12.5% for a max rise of 3". Curb ramps, in alterations, need not exceed 6' in length.

4. Side flares that are not part of the path of travel may be any slope.

5. Ramps for paths intersecting a roadway should be full width of path. When a ramp is used to provide bicycle access from a roadway to a sidewalk, the ramp should be 8' wide with no texturing.

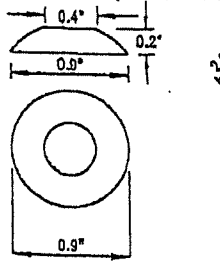
6. Sidewalk ramp details are based on ORS 447.310 and the proposed ADAAG Section 14, June 20, 1994.

7. When 2 curb ramps are immediately adjacent, the curb exposure (e) between the adjacent side flares may range between 3" and full design exposure.

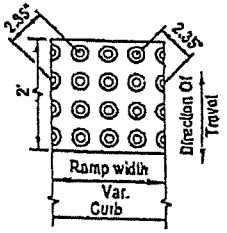
8. For the purpose of this drawing, a curb ramp is considered 'perpendicular' if the angle between the longitudinal axis of the ramp and a tangent to the curb at the ramp center is 75 ° or greater.

9. Tooled joints are required at all sidewalk ramp slope break lines.

10. Sidewalk flare is not necessary where the ramp is protected from pedestrian cross-travel.



TRUNCATED DOME DETAIL



RAMP TEXTURE PATTERN DETAIL

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

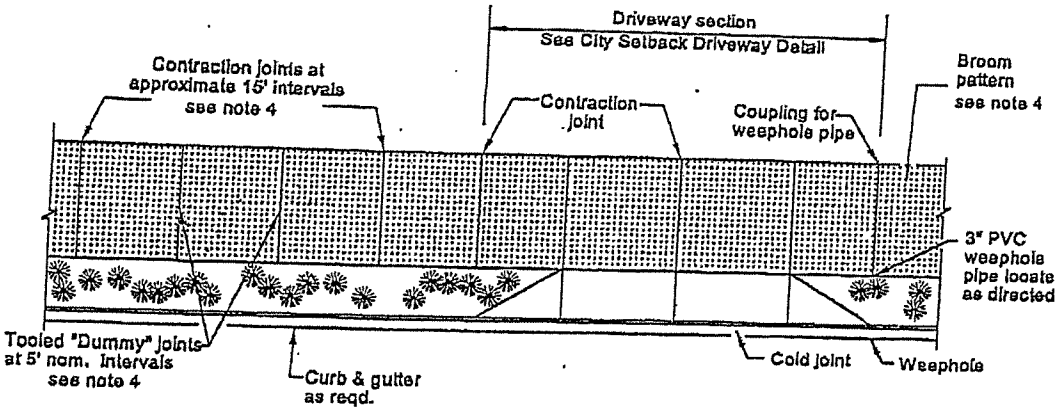
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS
CITY OF HOOD RIVER
SIDEWALK RAMP DETAILS
SHEET 2

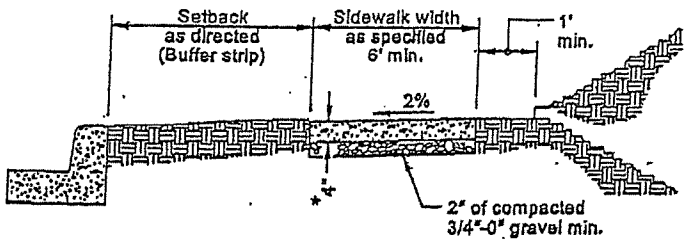
2002

REVISIONS	
DATE	DESCRIPTION
10-02	City of Hood River Modifications

TYPICAL PLAN VIEW - SETBACK SIDEWALK



TYPICAL SETBACK SIDEWALK CROSS SECTION



* As specified in plans. Minimum 4". If sidewalk is a portion of a driveway or mountable curb is used minimum thickness 6".

General notes:

1. Include additional paved or unpaved 2' clearance to vertical faces higher than 5' such as retaining walls, sound walls, fences and buildings.
2. On sidewalks 8' and wider, provide a longitudinal joint at the midpoint.
3. Install 3" pvc weephole pipes in sidewalks in locations as directed by engineer. Place contraction joint over top of pipe.
4. Finish shall be medium broom with no shine marks.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

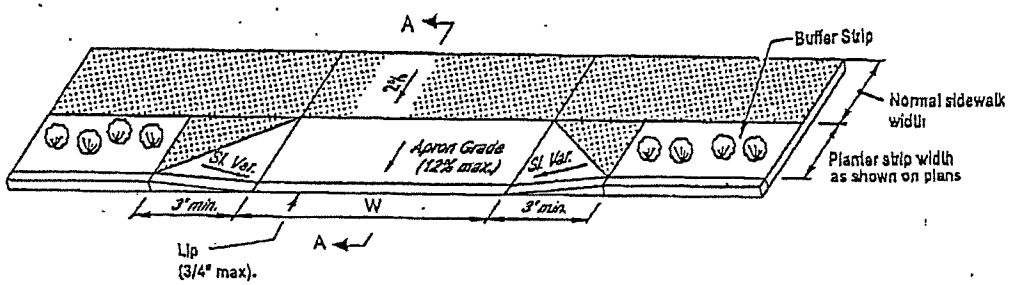
OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
SETBACK SIDEWALK

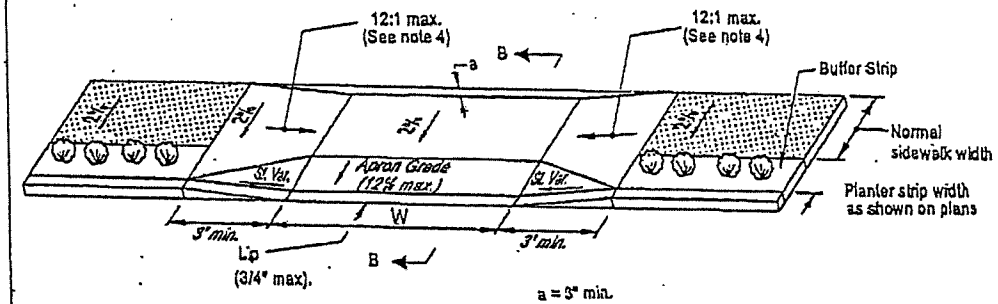
2002

REVISIONS	
DATE	DESCRIPTION
11-02	City of Hood River Modification

TYPICAL SETBACK SIDEWALK DRIVEWAY

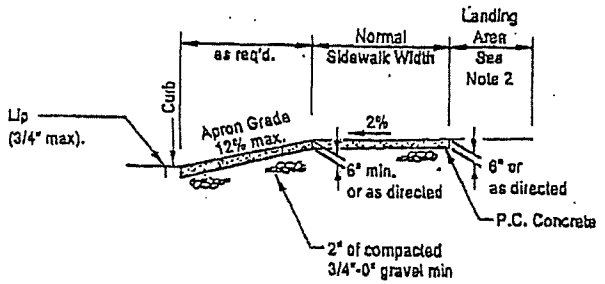


OPTIONAL LOWERED SIDEWALK

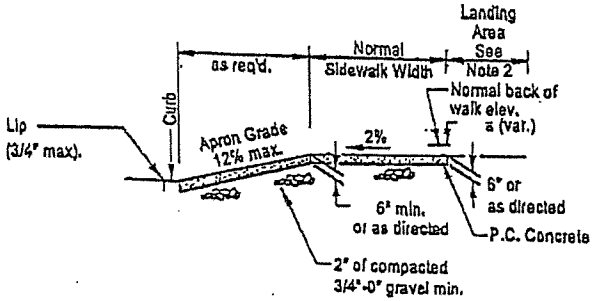


a = 3" min.

SECTION A-A



SECTION B-B



GENERAL NOTES:

1. 4' norm. width with slope of 2% is required through driveways.
2. Width of driveway (W) and length of landing area shall be as shown on plans or as directed.
3. Tooled joints are required at all driveway slope break lines.
4. Longitudinal slopes shown are relative to the running slope of the sidewalk.
5. Finish shall be medium broom, with no shine marks.
5. Maximum 6" square wire placed on 3" dobe blocks is required in commercial driveways.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

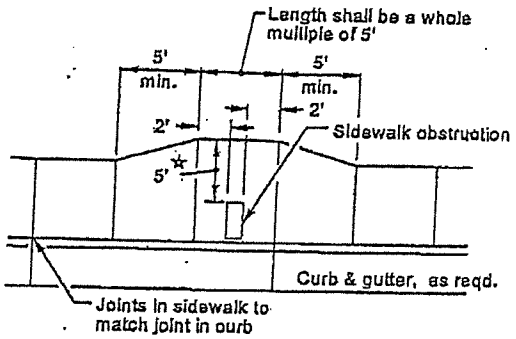
OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
SETBACK SIDEWALK
DRIVEWAYS

2002

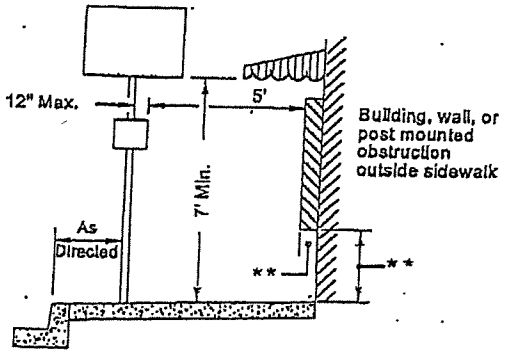
REVISIONS	
DATE	DESCRIPTION
10-99	City of Hood River Map Correction

REQUIRED SIDEWALK WIDENING AROUND OBSTRUCTIONS



* When site constraints prohibit a 5' passage, the Engineer may direct this to be reduced, but no less than 3'.

CLEAR CIRCULATION PATH



** Objects with base below 2' 4" may protrude any distance as long as the 5' circulation path is maintained. When an object with a base higher than 2' 4" protrudes further than 4" provide a curb below protrusion to delineate edge.

General notes:

1. Include additional paved or unpaved 2" clearance to vertical faces higher than 5' such as retaining walls, sound walls, fences and buildings.
2. On sidewalks 8' and wider, provide a longitudinal joint at the midpoint.
3. Install 3" pvc weephole pipes in sidewalks in locations as directed by engineer. Place contraction joint over top of pipe.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

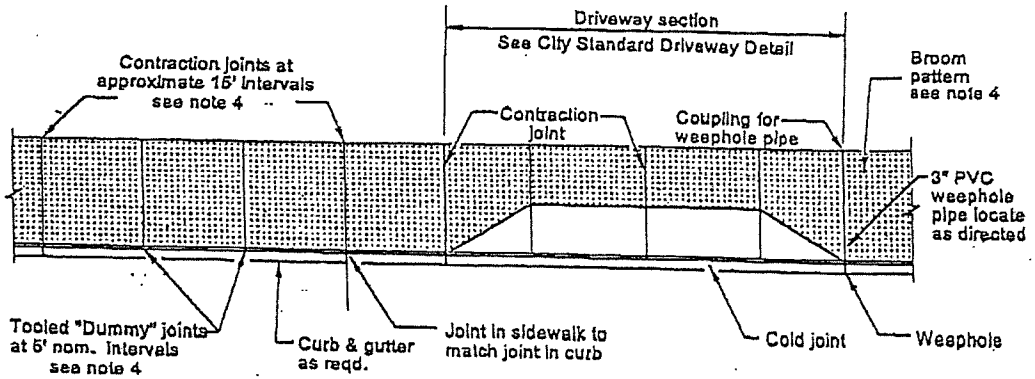
CITY OF HOOD RIVER

SIDEWALK OBSTRUCTION STANDARDS

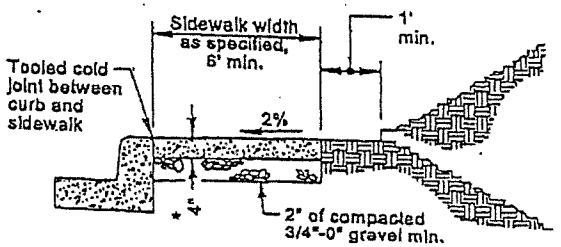
2002

REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Modifications

TYPICAL PLAN VIEW - CURB SIDEWALK



TYPICAL CURB SIDEWALK CROSS SECTION



* As specified in plans. Minimum 4". If sidewalk is a portion of a driveway or mountable curb is used minimum thickness 6".

General notes:

1. Include additional paved or unpaved 2' clearance to vertical faces higher than 5' such as retaining walls, sound walls, fences and buildings.
2. On sidewalks 8' and wider, provide a longitudinal joint at the midpoint.
3. Install 3" pvc weephole pipes in sidewalks in locations as directed by engineer. Place contraction joint over top of pipe.
4. Finish shall be medium broom with no shine marks.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

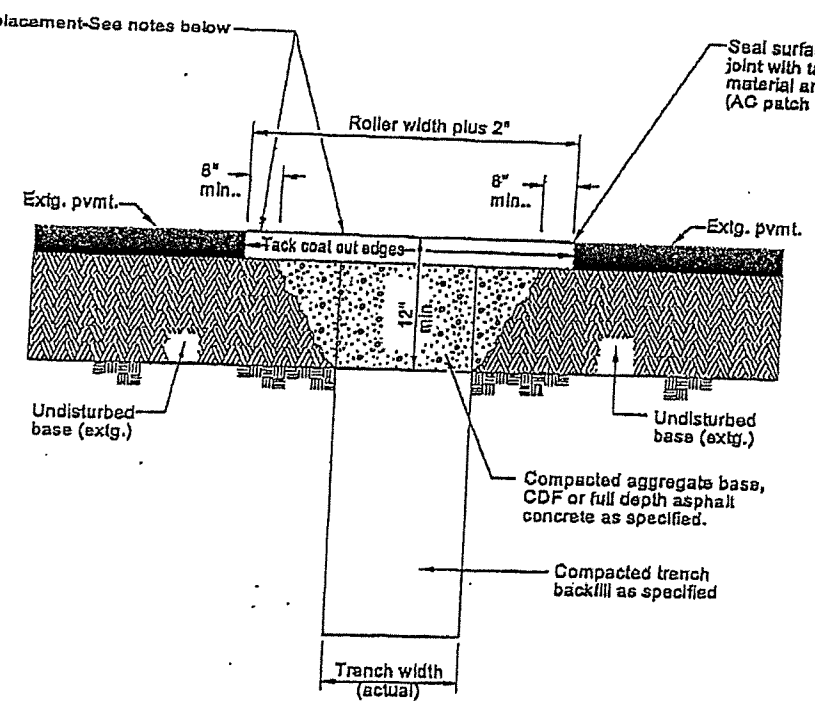
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
CURBSIDE SIDEWALK

2002

REVISIONS	
DATE	DESCRIPTION
12-01	City of Hood River Standard



Notes:

1. All existing AC or PCC pavement shall be sawcut prior to repaving.
2. Concrete pavement shall be replaced with concrete to a minimum thickness of 6" or to the thickness of removed pavement, whichever is greater.
3. Place AC mix minimum thkn. of 4" or the thkn. of the removed pavement, whichever is greater. Compact as specified

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

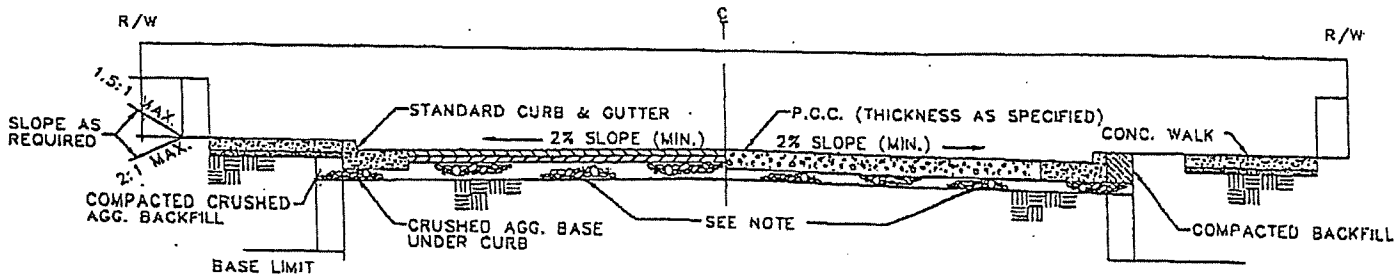
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
STREET CUT DETAIL

200Z

DATE	DESCRIPTION
03 - 03	City of Hood River Modifications



NOTE:

BASE ROCK SHALL BE 1 1/2"–0" CRUSHED AGGREGATE 8" COMPACTED DEPTH

FINISH COURSE SHALL BE 3/4"–0" CRUSHED AGGREGATE 2" COMPACTED DEPTH

ASPHALT SHALL BE 3" MINIMUM COMPACTED DEPTH DONE IN 2 1 1/2" LIFTS

COMPACTION SHALL BE A MINIMUM OF 95% AASHTO T–99

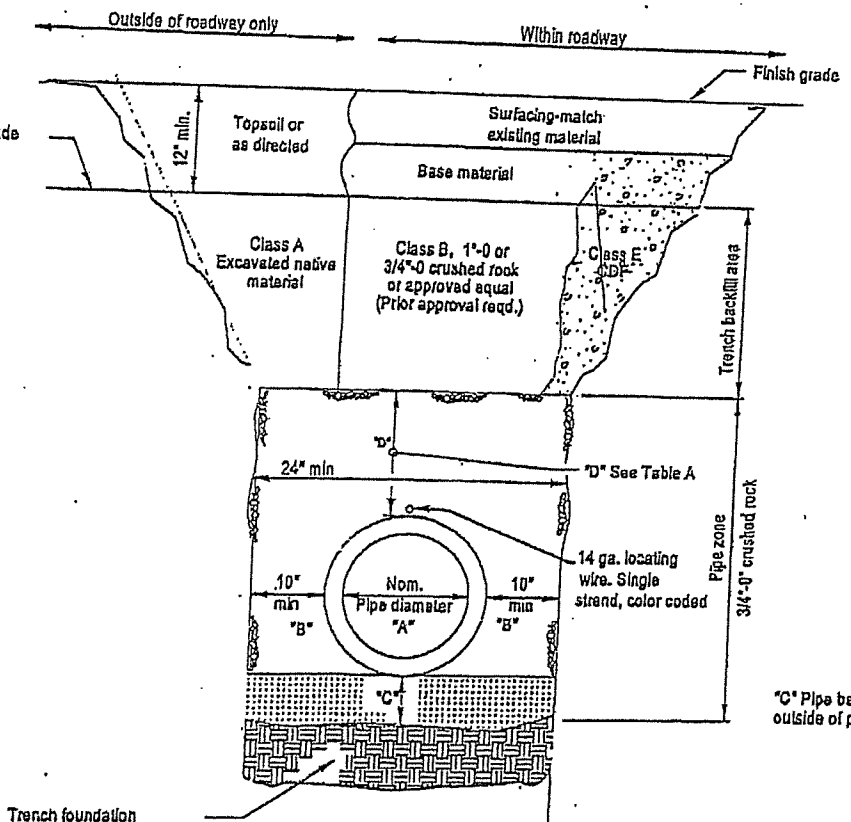
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER STREET DETAIL

2002

REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Modifications



"C" Pipe bedding depth below outside of pipe bell see Table A

TABLE A

"A" (in)	"B" (in)	"C" (in)	"D" (in)
4	10	4	8
6	10	4	8
8	10	6	10
10	10	6	10
12	12	6	10
15	12	6	10
18	16	6	12
21	16	6	12
24	18	6	12
30	18	6	12
36	24	6	14
42	24	6	14
48	24	6	14
54	24	6	14
60	24	6	14
66	24	6	14
72	24	6	14

MULTIPLE INSTALLATIONS (All Shapes)

Diameter	Min. Space Between Pipe
Up to 48"	24"
48" to 72"	One Half (½) Dia. of Pipe
72" to 180"	36"

Note:
1. Surfacing of paved areas shall comply with street cut standard drawing.
2. For pipes ≥ 36" dia., when placed in an embankment, increase dimension "B" to actual diameter.

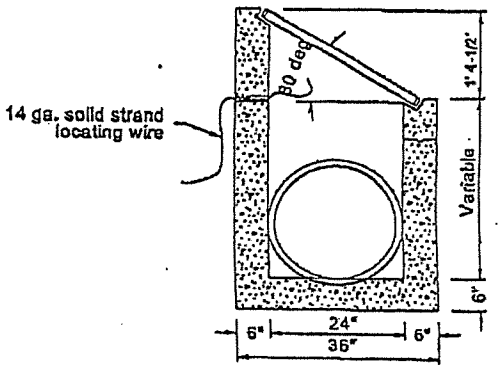
The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

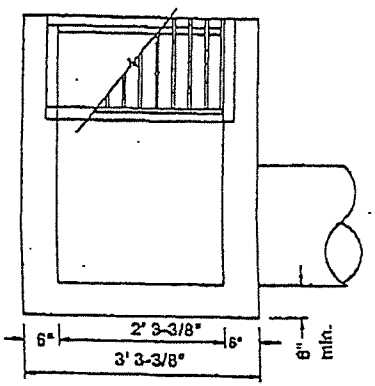
OREGON STANDARD DRAWINGS CITY OF HOOD RIVER TRENCH BACKFILL, BEDDING, PIPE ZONE AND MULTIPLE INSTALLATIONS

2002

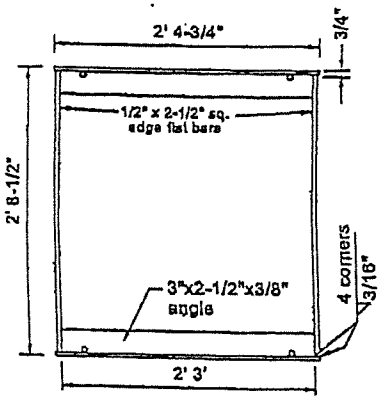
REVISIONS	
DATE	DESCRIPTION
10-02	City of Hood River Modifications



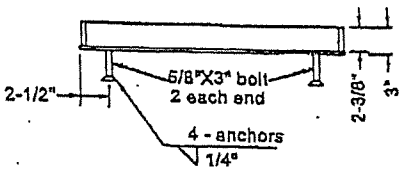
SECTION A - A



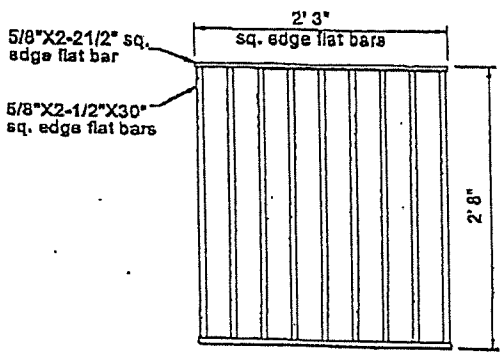
SECTION B - B



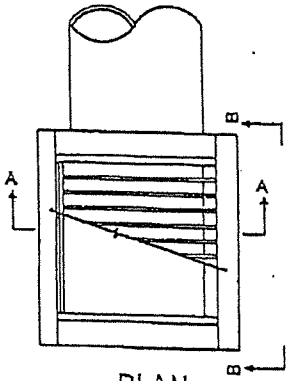
FRAME PLAN



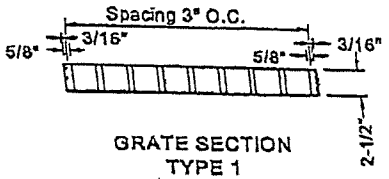
FRAME SECTION



PLAN



PLAN



GRATE SECTION TYPE 1

Notes:

1. Concrete strength shall be Commercial Grade Concrete.
2. G-2 grates may be used if approved by the engineer.
3. Catch basin, frame, and grates shall meet H20 loading.
4. Inside frame dimensions: 2' 3-3/8"x 2' 8-1/2".

Note:

3/8" cross bars shall be flush with the grate surface and may be fillet welded, resistance welded or electroforged to bearing bars.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

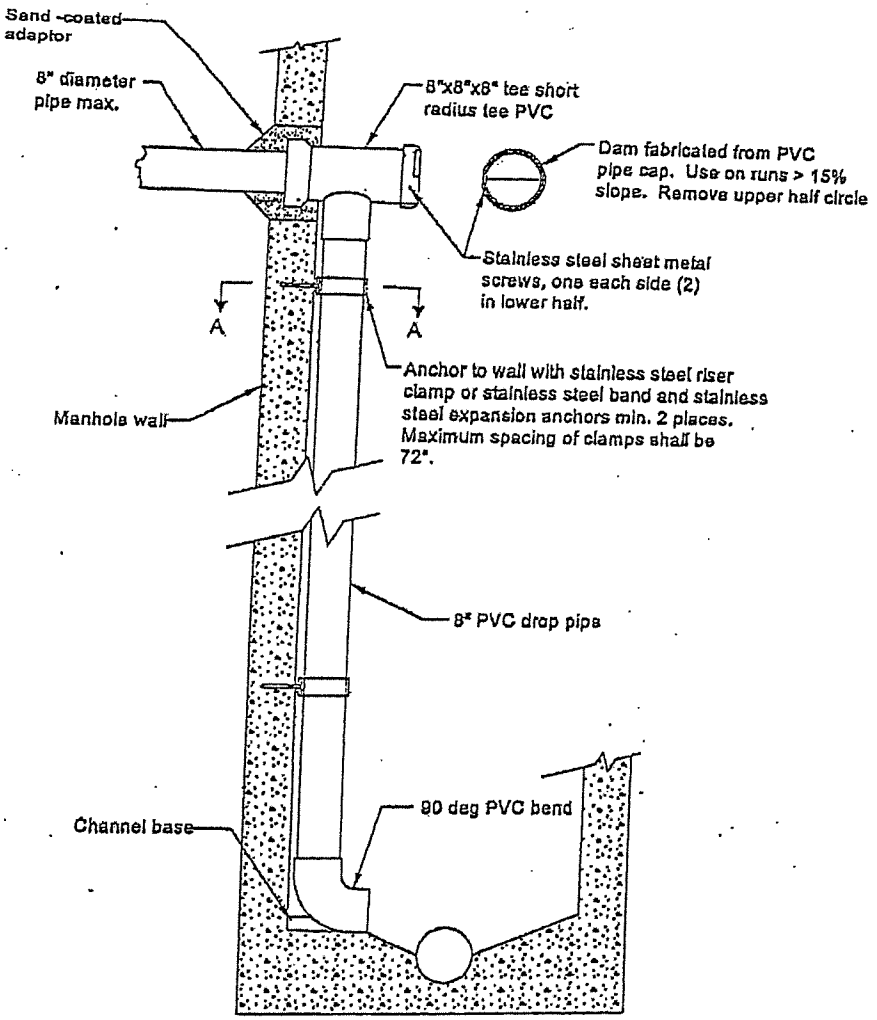
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

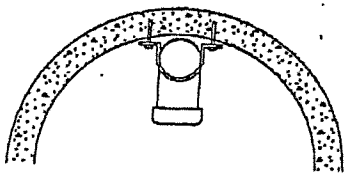
OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER DITCH INLET CATCHBASIN

2002

DATE	REVISIONS DESCRIPTION
07-03	City of Hood River Modifications





SECTION A-A

CLAMP DETAIL

NOTE:

1. Inside drop manholes are allowed only with prior approval.
2. Only one inside drop per 48" manhole.
3. PVC shall be ASTM D3034 SDR35

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

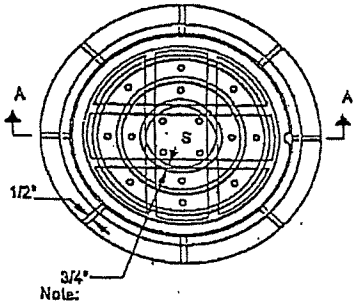
CITY OF HOOD RIVER SANITARY SEWER INSIDE DROP MANHOLE

2002

REVISIONS	
DATE	DESCRIPTION
12-07	City of Hood River Modification

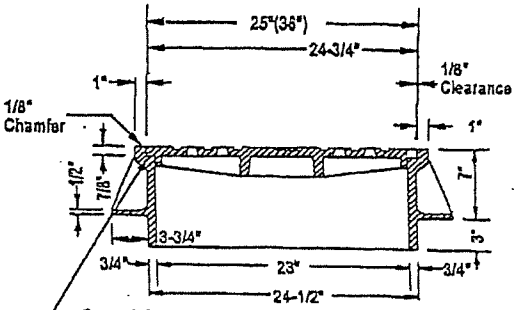
STANDARD MANHOLE COVER & FRAME

Approximate weight
Cover 140 lb
Frame 240 lb



Note:
Coat outside of frame with asphalt, where frame is to be placed in conc. pvmt., conc. gutter, or walk.

PLAN

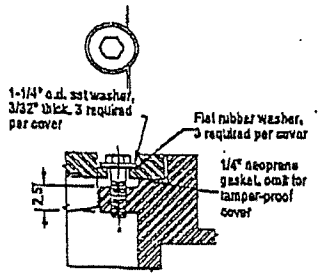


SECTION A-A

36" min. diameter cover is reqd. for manholes with depths of 20' or greater.

Notes:

1. Covers for sanitary manholes shall have 2 holes maximum.
2. Watertight covers required if located where cover may be submerged. (no holes)
3. Frames and covers shall be stamped with manufacturer's initials, heat number and point of origin.



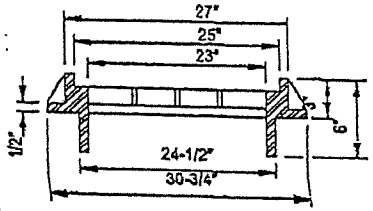
Note:
3 reqd., 1/2"x1-1/4" pentagonal or hexagonal head, bronze or stainless steel. Install frame so that one bolt boss is located over the manhole ladder.

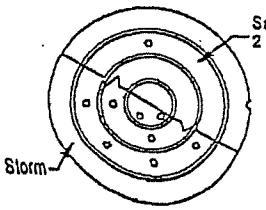
BOLT-DOWN DETAIL

(FOR TAMPERPROOF AND WATERTIGHT)

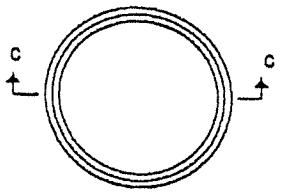
SUBURBAN MANHOLE COVER & FRAME

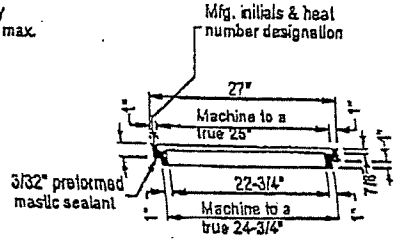
For use on local streets only, as specified
(approx. wt - 300 lb)





MANHOLE ADJUSTMENT RING





SECTION C-C

Std. depths 1-1/2", 2", 2-5/8",3"

Matl. to be grey cast iron ASTM A-48, Class 30

Tolerance on non-machined surfaces to be 1/16"

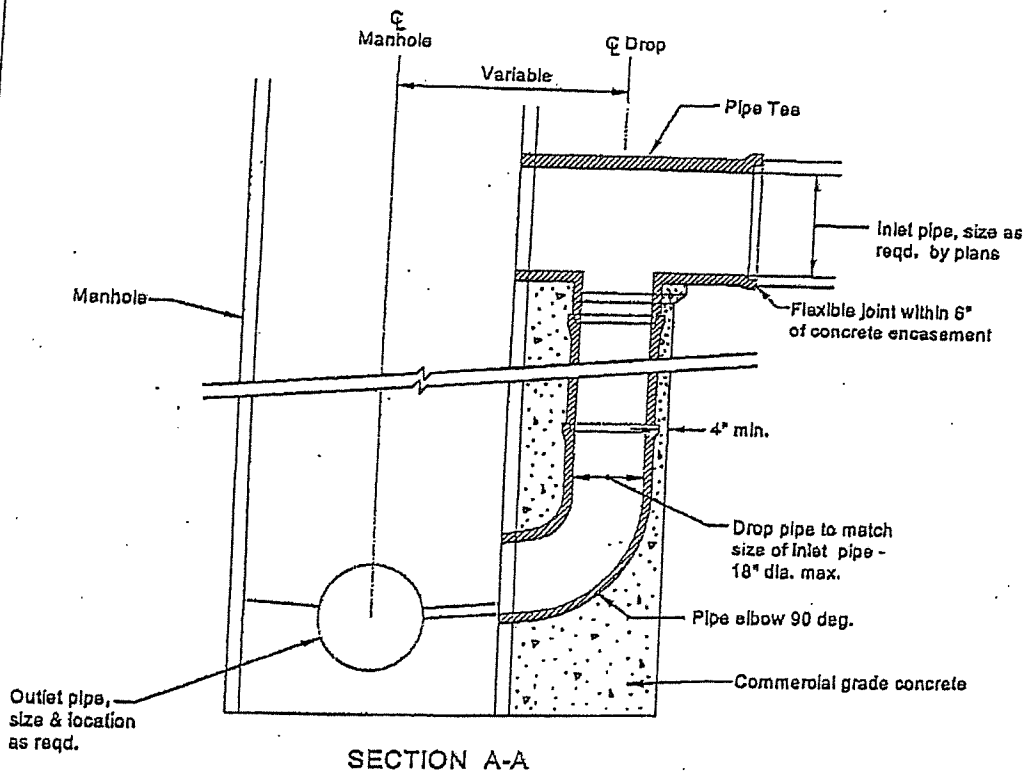
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

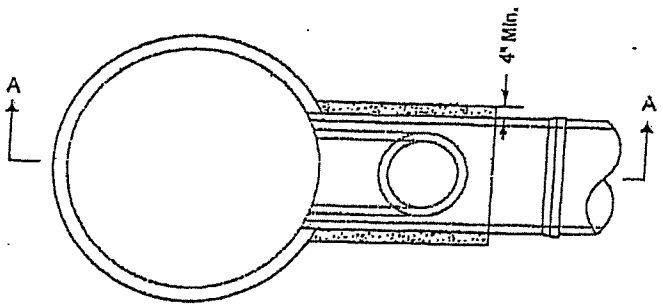
CITY OF HOOD RIVER
MANHOLE COVER & FRAMES

2002

REVISIONS	
DATE	DESCRIPTION
10-02	City of Hood River Modifications



SECTION A-A



PLAN

○ All dimensions are in inches unless otherwise noted.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

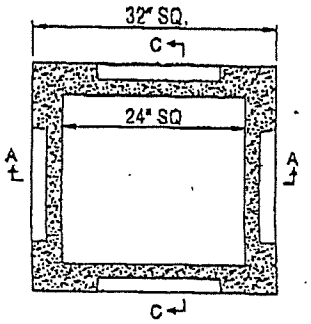
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

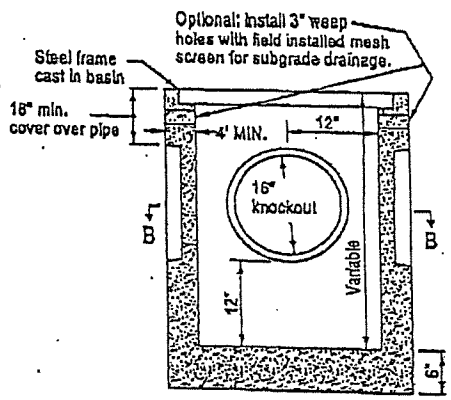
CITY OF HOOD RIVER
OUTSIDE DROP MANHOLE

2002

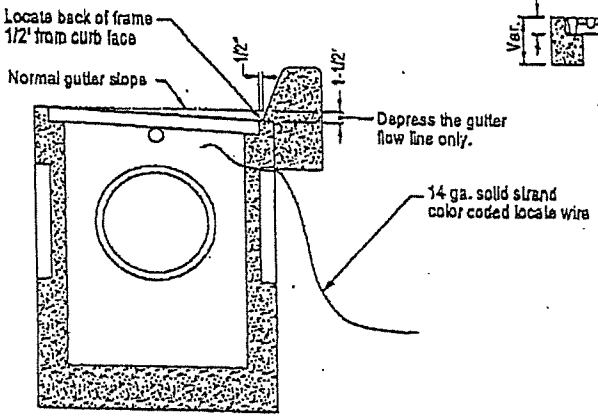
REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Name Change



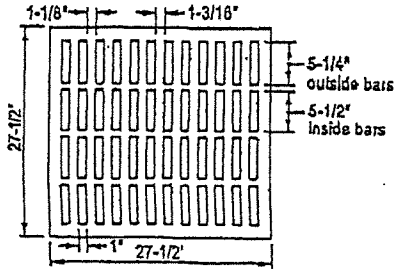
SECTION B-B



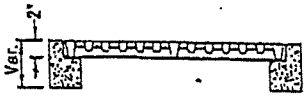
SECTION A-A



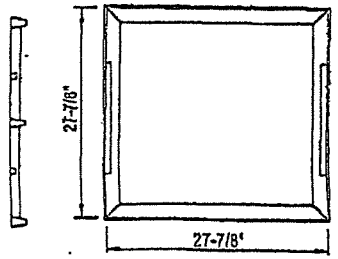
SECTION C-C



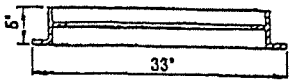
TYPE 3 CATCH BASIN GRATE



PRECAST RISER



TYPE 3 FRAME - STEEL



OPTIONAL CAST IRON FRAME FOR A MORTAR-ON TYPE 3 CATCH BASIN

Notes:

1. Catch basin & grate shall meet M18 loading
2. Concrete strength shall be Commercial Grade Concrete.
3. Precast walls shall be a minimum of 4" thick.
4. For use by local agencies as directed
5. Depress gutter flowline only.

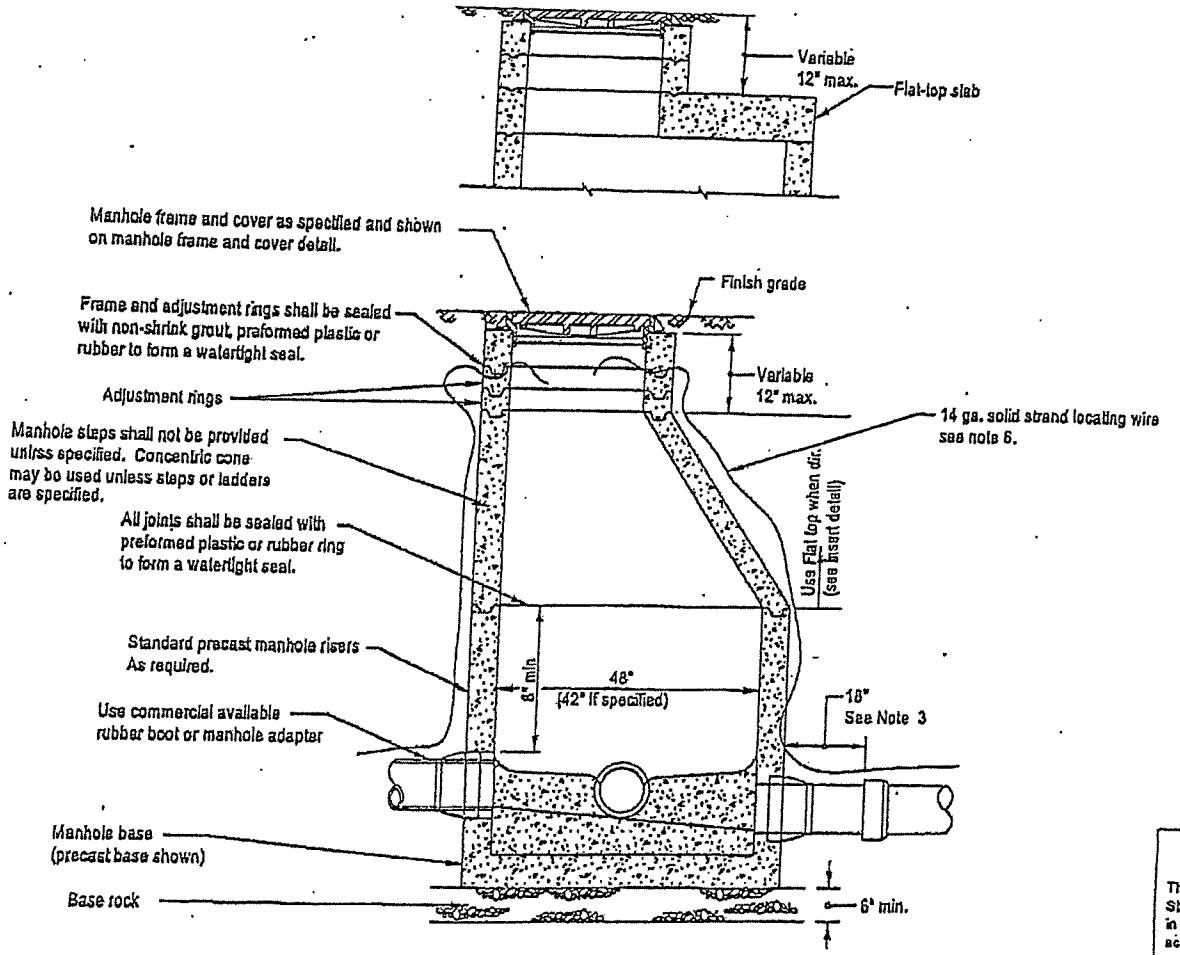
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER STANDARD CATCH BASIN FRAME AND GRATE

2002

REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Modifications



Notes:

1. All precast sections shall conform to requirements of ASTM C478M.
2. Standard precast manhole section diameter shall be 48". Use 42" if specified by engineer. Prior approval required. Maximum pipe diameter 24".
3. All connecting pipes shall have a flexible joint within 18" of manhole wall.
4. This detail limited to interior drop of 24". See drop manhole detail for drops in excess of 24".
5. Use flat top for shallow manhole where directed.
6. 14 ga. solid strand, color coded, locating wire shall enter manhole no more than 10" below finish grade and protrude into manhole at least 18".

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

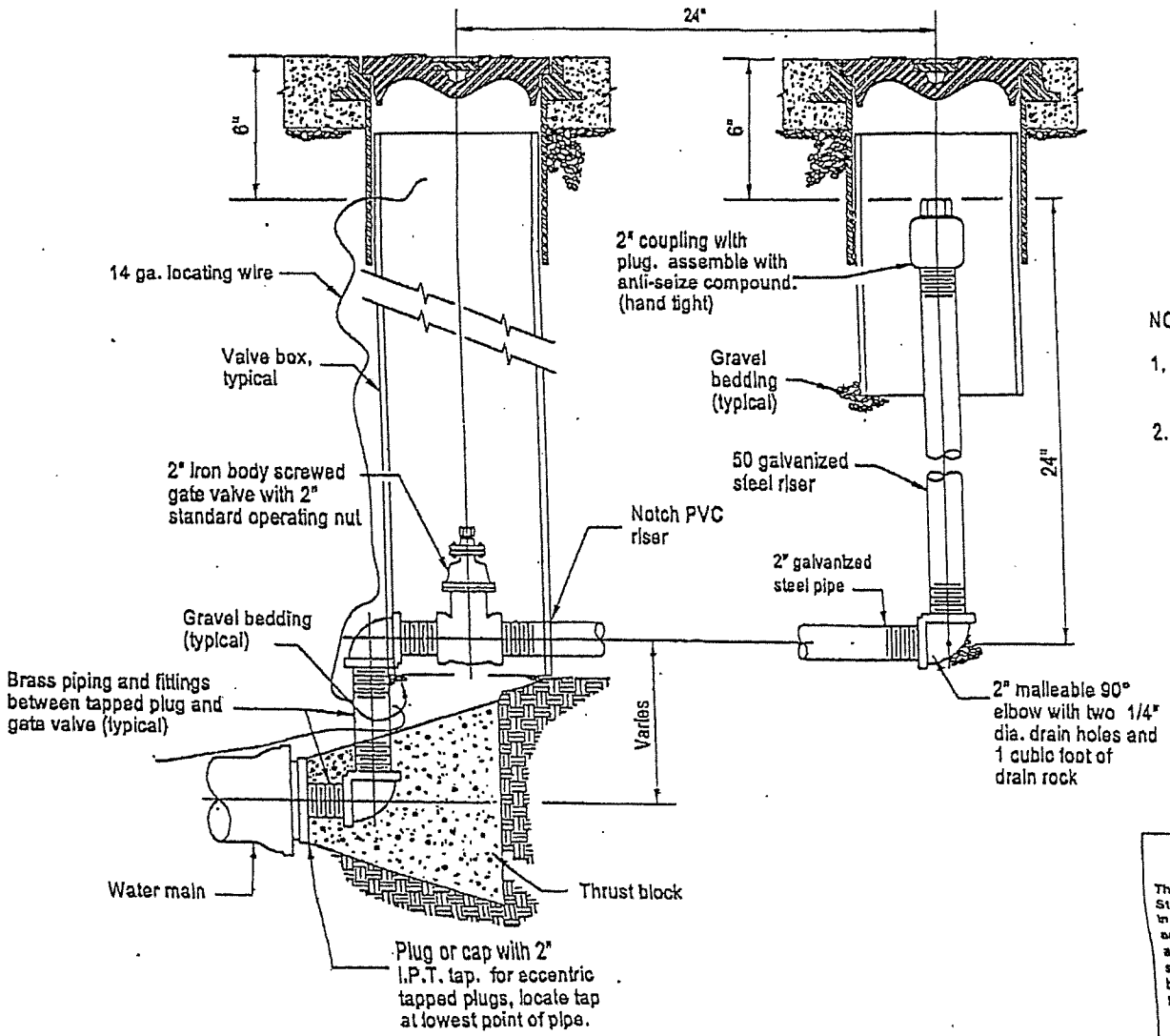
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
STANDARD MANHOLE

2002

REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Modifications



NOTES:

1. Wrap main and fittings in thrust block zone with two layers of polyethylene film to facilitate future removal.
2. In lieu of concrete thrust block, restrain pipe or pour concrete straddle block.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

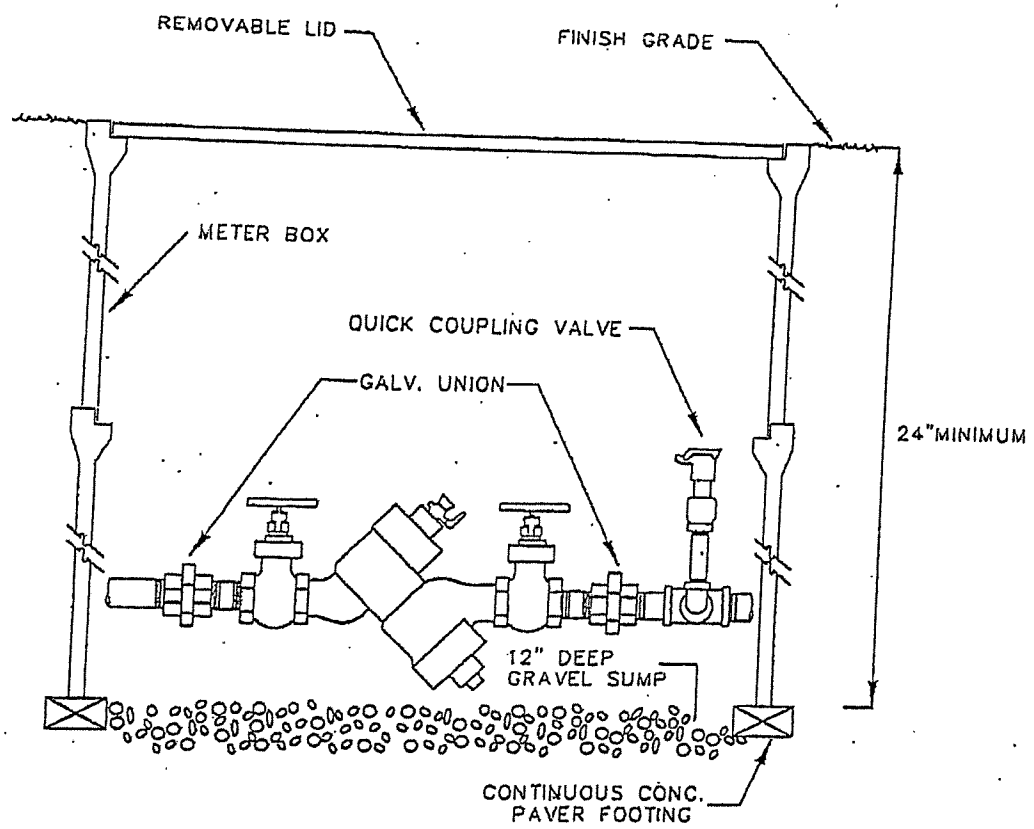
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
WATER MAIN DEAD-END
BLOWOFF ASSEMBLY

2002

REVISIONS	
DATE	DESCRIPTION
12-31	City of Hood River Re-Signature



NOTES:

1. DEVICE MUST BE SET PLUMB INSIDE METER BOX.
2. METER BOX MUST BE SIZED TO PROVIDE A MINIMUM CLEARANCE OF 8 INCHES ON TEST COCK SIDE OF DEVICE.
3. DEVICES LARGER THAN 2 INCHES MUST CONFORM TO OREGON HEALTH DIVISION INSTALLATION SPECIFICATIONS.
4. METER BOXES SET IN DRIVEWAYS SHALL HAVE TRAFFIC LIDS.

DOUBLE CHECK VALVE ASSEMBLY BACKFLOW PREVENTOR

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

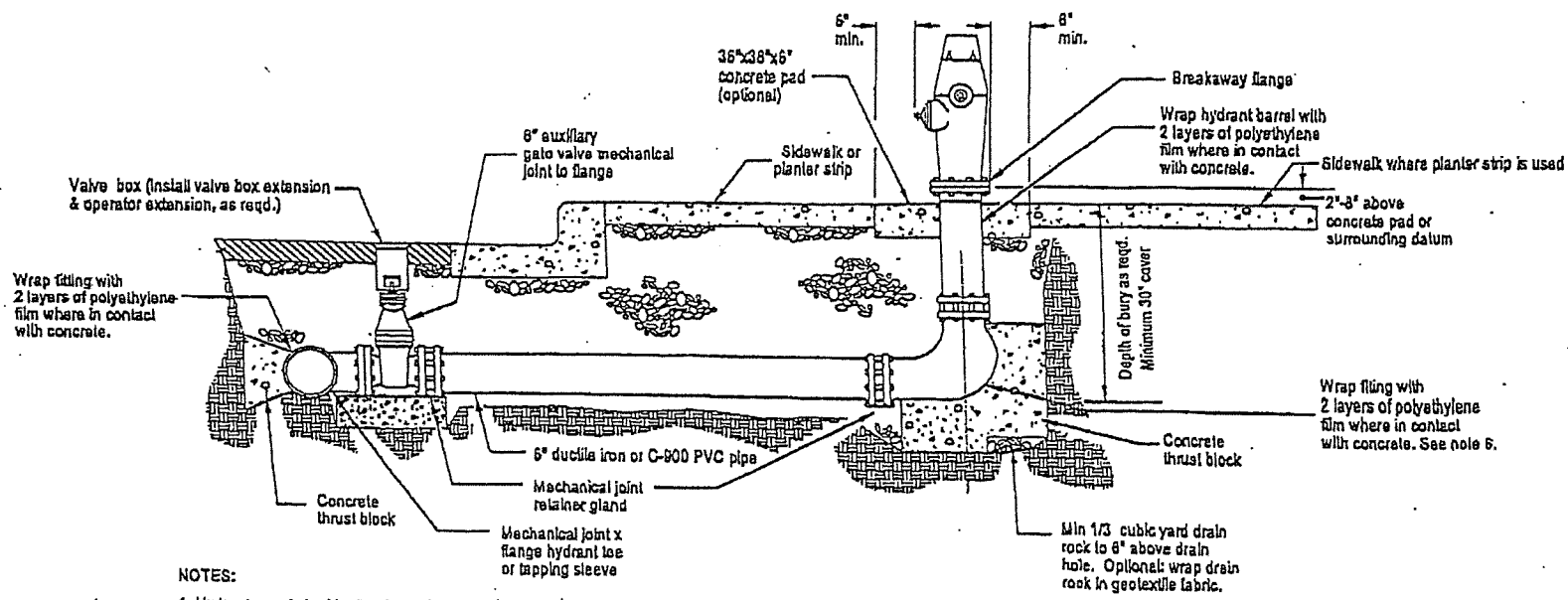
OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
DOUBLE CHECK VALVE ASSEMBLY
INSTALLATION DETAIL

2002

REVISIONS	
DATE	DESCRIPTION
4-12-02	City of Hood River Modifications

HYDRANT ASSEMBLY



NOTES:

1. Hydrants are to be Mueller Centurion. or Kennedy Guardian
2. When pipe is shorter than 18', no joints allowed. Use mechanical joint retainer glands. Two 3/4" galvanized tie rods may be used in lieu of thrust blocks for installations less than 18' long. Coat tie rods with two coats of coal tar epoxy.
3. When pipe is longer that 18' retainer glands not required.
4. There shall be a minimum of 18" horizontal clearance around hydrant.
5. When placed adjacent to curb, hydrant port shall be 24" from face of curb.
6. Concrete thrust blocks shall be constructed as per thrust block standard drawing. Do not block drain holes.
7. Extensions required for hydrant systems shall be installed to the manufacturer's specifications.
8. Hydrants shall be placed to provide a minimum of 5' clearance from driveways, poles, and other obstructions.
9. Hydrant pumper port shall face direction of access.
10. Set hydrant plumb in all directions.

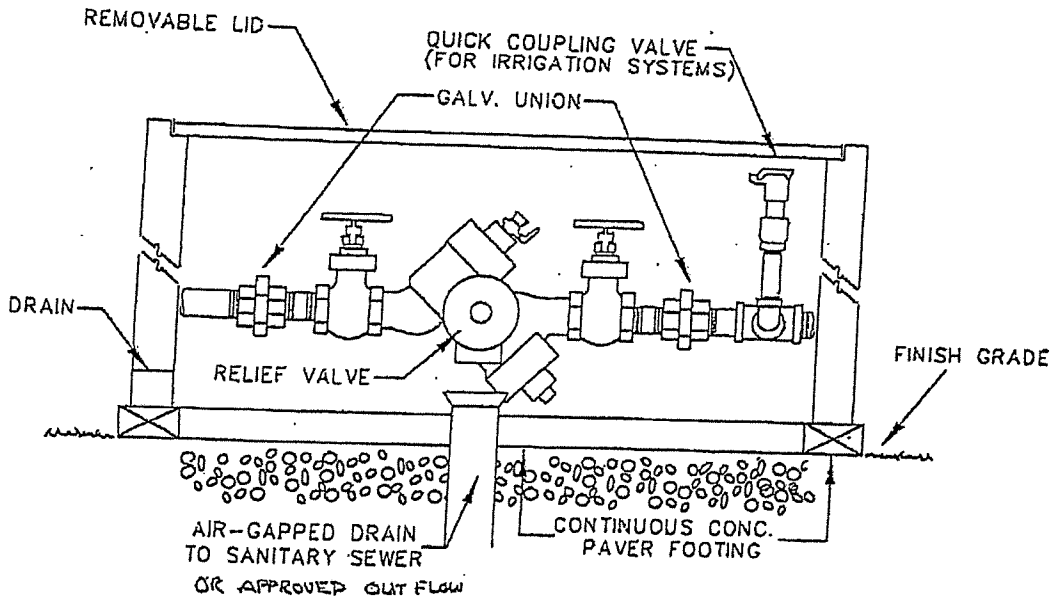
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
HYDRANT INSTALLATION

2002

REVISIONS	
DATE	DESCRIPTION
12-03	City of Hood River Modifications



REDUCED PRESSURE BACKFLOW DEVICE

NOTES:

1. DEVICE MUST BE SET PLUMB INSIDE ENCLOSURE.
2. DEVICES PLACED INSIDE OF BUILDING MUST PROVIDE A MINIMUM OF 24 INCHES CLEARANCE ON TEST COCK SIDE OF DEVICE AND AIR GAPPED DRAIN TO SANITARY SEWER.
3. DEVICES LARGER THAN 2 INCHES MUST CONFORM TO OREGON HEALTH DIVISION INSTALLATION SPECIFICATIONS.
4. ABOVE GROUND ENCLOSURE MUST HAVE A BORE-SIGHTED DRAIN TO DAYLIGHT AND ABILITY TO ACCESS TEST COCK SIDE OF DEVICE.

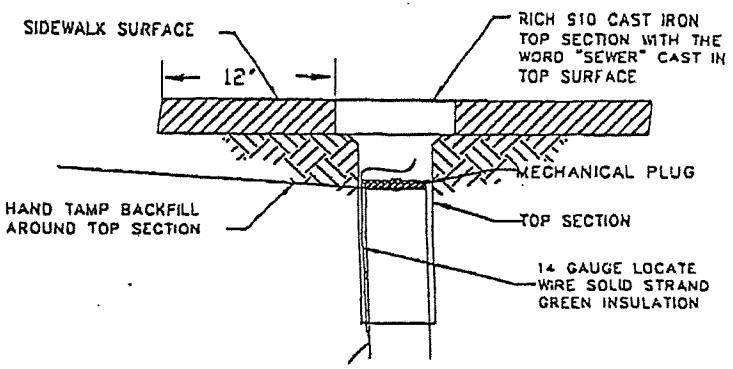
NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

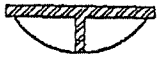
CITY OF HOOD RIVER
REDUCED PRESSURE
BACKFLOW DEVICE

2002

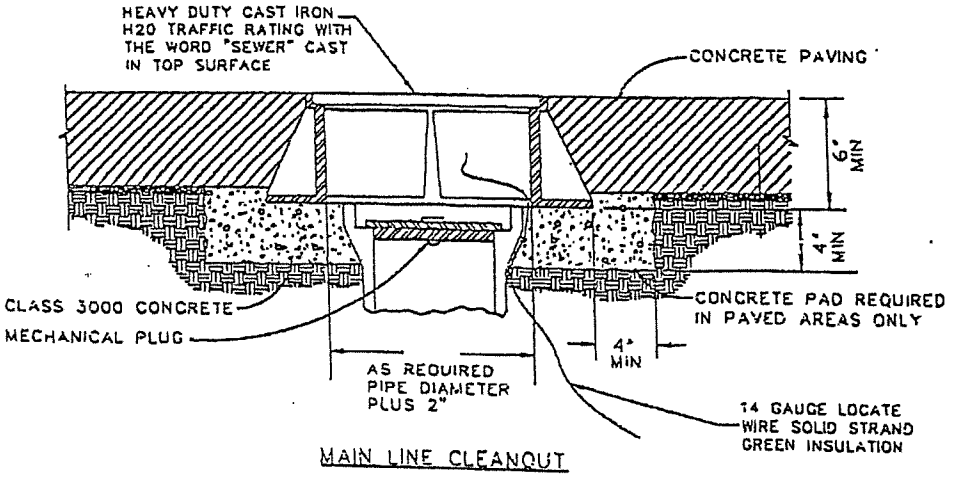
REVISIONS	
DATE	DESCRIPTION
12-03	City of Hood River Modifications



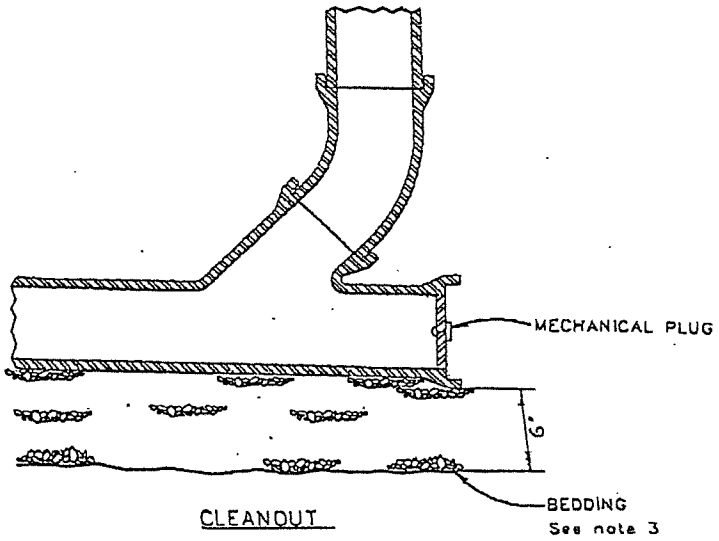
SERVICE LINE CLEAN OUT



CAST IRON COVER



MAIN LINE CLEANOUT



CLEANOUT

NOTE:

1. ALL CLEANOUT MATERIAL TO BE SAME AS CARRIER PIPE.
2. CLEANOUT TO BE PLACED 12" FROM BACK OF SIDEWALK.
3. BEDDING MATERIAL TO BE COMPACTED 3/4"-0 CRUSHED ROCK

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

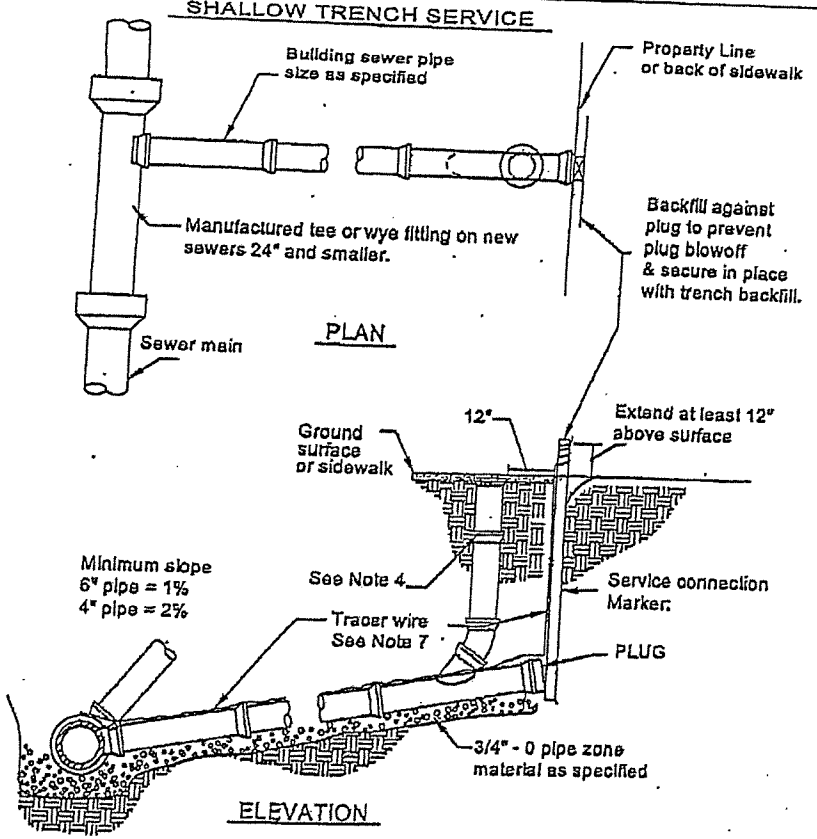
CITY OF HOOD RIVER

SANITARY SEWER CLEANOUT

2003

REVISIONS	
DATE	DESCRIPTION
12-97	City of Hood River Modifications

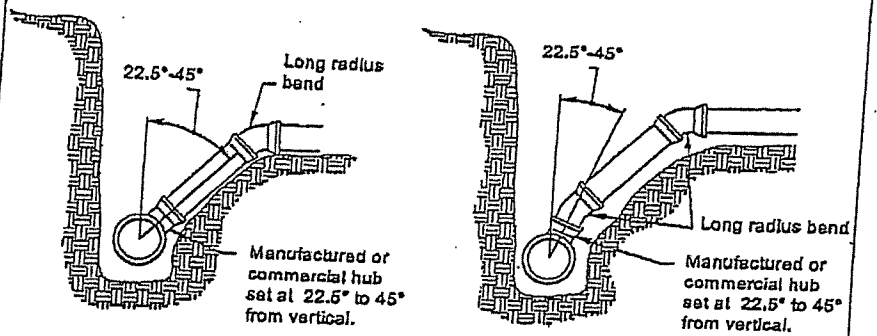
SHALLOW TRENCH SERVICE



Notes:

1. Pipe and fittings shall be compatible. only manufactured fittings shall be used.
2. Minimum depth at right of way or easement line shall be 4'.
3. Marker posts and blocking shall be 2" schedule 40 PVC. Post to extend 12" minimum above Exposed area shall be white
4. Cleanout shall be placed at property line, or 12" from back of sidewalk where applicable.
5. Lay building sewer at max. 45° from horizontal to achieve required depth at property line when minimum slope results in excessive depth.
6. For bedding and backfill see trench detail.
7. Locate wire to be 14 ga., solid strand, color coded.

DEEP TRENCH SERVICE



Notes:

1. Pipe and fittings shall be compatible. Only manufactured fittings shall be used.
2. For details not shown see shallow trench service connection drawing.
3. Vertical trench walls are required. If it is not possible To maintain vertical trench walls, use alternate connection method to maintain 6" maximum distance between riser pipe and trench walls. Replace all excavated or disturbed material with full depth granular backfill compacted to 95% relative density.
4. Where deep connection is at an angle less than 45° from vertical, ductile iron pipe and fittings should be used.
5. For bedding and backfill see trench detail.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

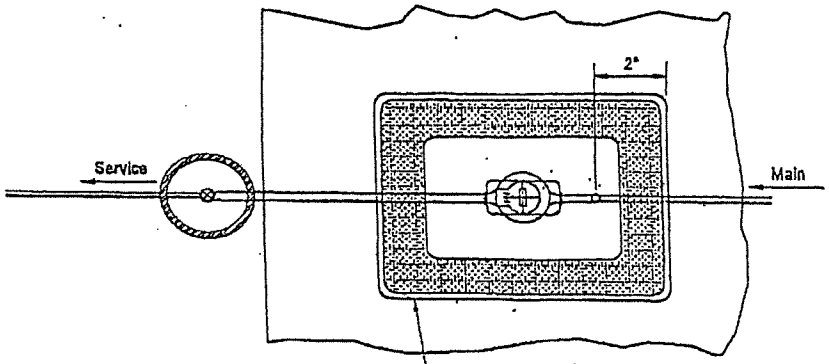
OREGON STANDARD DRAWINGS

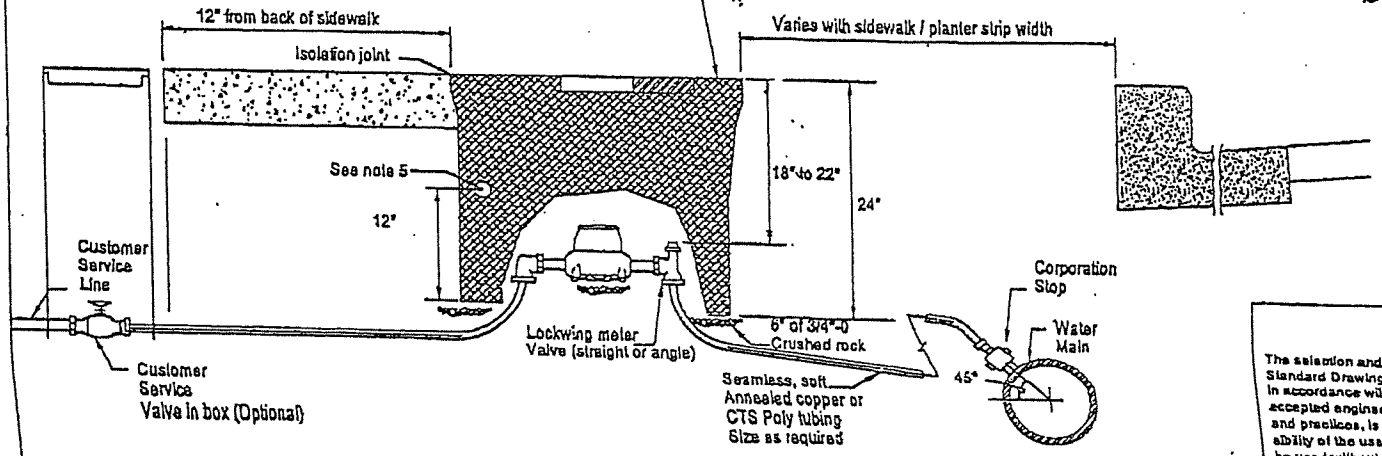
CITY OF HOOD RIVER SEWER CONNECTION

2002

REVISIONS	
DATE	DESCRIPTION
12-07	City of Hood River Modifications

PLAN





SECTION

Notes:

1. Meter box to be 12"X20"X24" manufactured by Armorcast Products Company or approved equal.
2. Meter box lid and cover must provide for drop in read cavity.
3. Meter boxes set in driveways must have traffic rated lids & covers.
4. All fittings to be copper tube size compression Mueller 110 or approved equal.
5. When meter boxes are set side by side, a hole must must be drilled into each side and 1/2" PVC conduit ran to connect all boxes.

BOXES MUST HAVE 3' SEPERATION C TO C

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS

CITY OF HOOD RIVER
WATER SERVICE CONNECTION

2002

REVISIONS	
DATE	DESCRIPTION
12-02	City of Hood River Standards

AGENDA ITEM NO 5C

STAFF REPORT

Date Prepared: 10/1/20

For City Council Meeting on: 10/12/20

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Ordinance No. 453 amending the Community Development Code as adopted by Ordinance No. 350, by adding clarifying language applicable commercial, industrial, multifamily, and single-family development, sidewalk requirement and widths, single family driveway access, definitions and industrial zone signage. The amendments to the CDC will also resolve conflicts between the Public Works Design and Construction Standards and the CDC.

SYNOPSIS: The Planning Commission proposes the amendments to the CDC with the amendments as shown in Exhibit A to Ordinance No. 453.

CITY COUNCIL OPTIONS:

1. Have first reading of Ordinance No. 453.
2. Take no action on this matter.

RECOMMENDATION: The City Council approve first reading of Ordinance No. 453. **NO VOTE UNTIL AFTER SECOND READING**

Planning Review and Opinion: The Planning Commission and Staff would like to amend the CDC with the amendments as attached to Ordinance No. 453. The Planning Commission began discussion on CDC amendments in February 2019 and held work sessions and a public hearing on this issue. The Planning Commission wanted these amendments to clarify design guidelines for high quality development.

Sidewalks are and have been a safety concern for decision makers.

At one point, City Councilors and Planning Commissioners agreed that all new development required installation of sidewalks. Their plan was that the City doesn't have funding for sidewalks and that development should bear the expense of the sidewalk and there would be some sidewalks for pedestrians through town. Then there have been City Councilors and Planning Commissioners that have determined that sidewalks are not necessary in all areas of town.

The Transportation System Plan (TSP) adopted by the City Council in November 2001 states, "A complete pedestrian system should be implemented in Cascade Locks. Every street should have sidewalks on both sides of the roadway. Sidewalks on residential streets should have a six-foot-wide paved width. Collector and arterial streets should have six-foot-wide sidewalks." "Missing sidewalk segments should be completed whenever an opportunity presents itself (such as infill development, special grants, etc.), concentrating on

arterial streets, collectors, and school routes." The TSP's intent is to provide the guidance for ensuring safety for all transportation throughout the City.

The Planning Commission discussed during one of their meetings and Staff determined the most logical way to require sidewalks with future single residential properties, if not requiring all new development to construct sidewalks, would be to require sidewalks when there is an existing curb or continuation/connection to a curb. These areas would include Forest Lane, Lewis Street and a portion of Riverview Street.

A question was raised at the Planning Commission public hearing regarding illuminated signs in the Downtown Zone. The proposed sign code amendment changes the size of signs to be proportionate to the building face in commercial and industrial zones. The design of signs and how they are lit have progressed since the code was written in 2001. A new design in lighting is "back lit" signs. Staff would like Council to consider the clarifying language addressed in the definition section of the CDC and the Downtown zone of the CDC.

The proposed amendments to the CDC in circulation and access clarifies development, and clarifies driveway easement and pavement width based on number of dwelling units (not lots) for residential and nonresidential.

The proposed CDC amendment under the partition approval criteria will direct citizens back to the access and circulation portion of the CDC regarding access easement and width requirements based on street frontage.

With development there have been several instances where issues between the CDC and the Public Works Design Standards have been brought to light. To clarify the two documents, staff has also made amendments to the Public Works Design Standards that were adopted in 2005.

Amendments to the Public Works Design Standards do not require a public hearing. These amendments can be made and approved by City Council via resolution. The amendments to these standards have been made for clarification. A few corrections were made and current information needs were updated.

BACKGROUND INFORMATION: The Planning Commission has voted and approved the amendments to the CDC and has now brought it to the City Council for review and adoption.

ORDINANCE NO. 453

AN ORDINANCE AMENDING THE COMMUNITY DEVELOPMENT CODE AS ADOPTED BY ORDINANCE BY 350, TO SECTIONS 8-6.08.020, 8-6.070, 8-6.112.020, 8-6.112.030, 8-6.112.040, 8-6.112.050, 8-6.144.050, and 8-6.184.050.

WHEREAS, the City's Planning Commission held a Public Hearing on September 10, 2020, on the issue of adding clarifying language applicable to off-street parking for commercial, industrial, multifamily, and single-family development, sidewalk requirement and widths, single family driveway access, and industrial zone signage (Exhibit A); and

WHEREAS, the City's Planning Commission approved the draft language to amend the Community Development Code and recommended adoption to the City Council; and

WHEREAS, the City Council held a public hearing on September 28, 2020 and received one written testimony; and

THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, ORDAINS AS FOLLOWS:

SECTION 1. Section 8-6.08.020 Definitions of Specific Terms are hereby amended in the Community Development Code as follows:

8-6.08.020 Definitions of Specific Terms

- **Lighting methods:**
  - **Direct**: Exposed lighting or neon tubes on the sign face.
  - **Flashing:** Lights which blink on and off randomly or in sequence.
  - **Indirect or External:** The light source is separate from the sign face or cabinet and is directed toward sign so as to shine upon the exterior surface of the sign.
  - **Internal:** A source of illumination from within a sign. Internal illumination includes any source from the interior of a sign, behind letters (back lighting), channel lighting, LED, incandescent or fluorescent.

SECTION 2. Section 8-6.070.120 Downtown Zone Design Standards are hereby amended in the Community Development Code as follows:

8-6.070.120 Downtown Zone Design Standards

P. Signage

1. All standards of Chapter 8-6.144 of this Code shall apply in the D zone except for the following standards:
   a. Freestanding pole signs are prohibited.
   b. With the exception of signs illuminated by back lighting, internally illuminated signs are prohibited.
   c. Pedestrian-oriented sign bonus. The City Administrator shall have authority to grant additional pedestrian-oriented signs up to a total of 12 square feet for all such signs. The maximum size for any one pedestrian sign shall be 6 square feet.

Pedestrian oriented signs include: window signs, small wall mounted or projecting signs located not more than 10 feet above grade, signs placed on awning valances, and signs suspended under canopies and awnings. Signs that are suspended above pedestrian walkways shall provide a minimum of 7.5 feet of vertical clearance.

SECTION 1. Section 8-6.112.020 General Provisions are hereby amended in the Community Development Code as follows:

8-6.112.020 General Provisions

A. Applicability

This section is applicable to development of off-street parking and loading areas for commercial, industrial, multifamily, and single family. Access to U.S. Highway 30 and I-84 is under the permitting authority of the Oregon Department of Transportation.

The provisions of this section shall apply to the following types of development:

1. Any new building or structure that requires a building permit erected after the effective date of this ordinance;

2. Construction or provision of additional floor area, seating capacity or other expansion of an existing building or structure; or

3. Change in the use of a building or structure which would require additional spaces or off-street loading areas; or

4. As a Condition of Approval in a land use decision

SECTION 2. Section 8-6.112.030 Access Standards - Residential are hereby amended in the Community Development Code as follows:

8-6.112.030 Access Standards – Residential

A. Vehicular access and egress for single-family, duplex, or attached single-family dwelling units on individual lots shall not be less than the following:

Number Dwelling Units/Lots	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement Width
1	1	15 ft.	10 ft.
2-3	2 (separate) 1 (shared)	15 ft. (each) 25 ft.	10 ft. (each) 20 ft.
4	1 (shared)	30 ft.	24 ft. Walkway on one side.

B. Vehicular access and egress for multiple-family residential uses shall not be less than the following:

Number Dwelling	Minimum Number	Minimum Property	Minimum

Units	of Driveways	or Easement Width	Pavement Width
2-3	1 two-way	15 ft.	10 ft.
4	1 two-way or 2 one-way	30 ft. 20 ft.	24 ft. for two-way, 15 ft. for one way: Curbs on both sides and 5 ft. walkway on one side.
5-50	2 two-way 4 one-way	30 ft. 20 ft.	24 ft. for two-way, 15 ft. for one-way: Curbs on both sides and 5 ft. walkway on one side.

SECTION 3. Section 8-6.112.040 Access Standards – Non-Residential are hereby amended in the Community Development Code as follows:

8-6.112.040 Access Standards – Non-Residential

A. Vehicular access, egress, and circulation for non-residential use shall not be less than the following:

Number Dwelling Units	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement Width
0-6	1	30 ft.	24 ft.: Curbs on both Sides and 5 ft. walkway on one side

SECTION 4. Section 8-6.112.050 Design Standards – Residential and Non-Residential are hereby amended in the Community Development Code as follows:

8-6.112.050 Design Standards - Residential and Non-Residential

C. On-Site Bicycle and Pedestrian Circulation

7. Sidewalks shall be required wherever curbs are required.
8. Minimum Sidewalk Widths

Street Classification	Minimum Sidewalk Width from Back of Curb
Downtown Main Street	10'
Commercial	6'
Arterial Street	5'
Collector Street	5'

SECTION 5. Section 8-6.144.050 Sign Requirements are hereby amended in the Community Development Code as follows:

Section 8-6.144.050 General Sign Requirements

A.

Sign Type	Residential, Public, and Open Space Zones	Commercial and Industrial Zones
Wall, Projecting and Roof		
Maximum:		
• Number	• 1	• No limit
• Height	• Up to 4 feet above highest point of the roof; or maximum building height of the base zone - whichever is lower; Lowest part at least 8 feet above underlying grade for projecting signs	• Up to 4 feet above highest point of the roof; or maximum building height of the base zone - whichever is lower; Lowest part at least 8 feet above underlying grade for projecting signs
• Sign area per face	• 4 square feet	• Sign area on primary face shall not exceed 8% of building face. A sign on the second building face is 4% unless there is signage on a third face then second building face can be 8% and third building face at 4%.
• Total sign area - all faces	• 8 square feet	• 250 square feet maximum
Location:	• Signs shall not project more than 4 feet from a building wall unless attached to a canopy	• Signs shall not project more than 4 feet from a building wall unless attached to a canopy
Temporary		
Maximum:		
• Number	• A maximum of 2 lawn signs are permitted. All other temporary signs are not permitted.	• 4
• Height		• 4 feet for freestanding signs and up to parapet or roof eaves for wall signs
• Sign area per face		• 32 square feet
• Total sign area - all faces		• 64 square feet
Location:		• Outside of the street right-of-way
Time limit:		• 120 days

SECTION 6. Section 8-6.184.050 Partition Approval Criteria is hereby amended in the Community Development Code as follows:

8-6.184.050 Partition Approval Criteria

A. A request to partition land shall meet all of the following criteria:

5. All single family lots have a minimum street frontage of 15 feet or an access easement to a street with a minimum width of 15 feet. The minimum street frontage for all other types of development is subject to the driveway standards and minimum property or easement widths found in Chapter 8-6.112.030 and 8-6.112.040;

SECTION 7. Separability. Should any section, subsection, paragraph, sentence, clause or phrase of this ordinance be declared invalid, such declaration shall not affect the validity of any other section, subsection, paragraph, sentence, clause, or phrase; and if this ordinance, or any portion thereof, should be held to be invalid on one ground but valid on another, it shall be construed that the valid ground is the one upon which said ordinance, or such portion thereof, was enacted.

SECTION 8. Effective Date. This ordinance shall become effective (thirty) 30 days after adoption by the City Council and approval by the Mayor.

ADOPTED by the City Council this ___ day of _____, 2020.

APPROVED by the Mayor this ___ day of _____, 2020.

_____
Mayor

ATTEST:

_____
City Recorder

Temporary		
Maximum:		
• Number	• A maximum of 2 lawn signs are permitted. All other temporary signs are not permitted.	• 4
• Height		• 4 feet for freestanding signs and up to parapet or roof eaves for wall signs
• Sign area per face		• 32 square feet
• Total sign area - all faces		• 64 square feet
Location:		• Outside of the street right-of-way
Time limit:		• 120 days

Sign Type	Residential, Public, and Open Space Zones	Commercial and Industrial Zones
Directional		
Maximum:		
• Number	• 1 sign per driveway	• 2 signs per driveway
• Height	• 3 feet	• 3 feet
• Sign area per face	• 6 square feet	• 6 square feet
• Total sign area - all faces	• 24 square feet	• 32 square feet
Location:	• Adjacent to private driveway or sidewalk	• Adjacent to private driveway or sidewalk
Total Sign Area Per Lot All sign faces	• **32 square feet**	• **100 square feet**

ARTICLE VI

Chapter 8-6.180

8-6.184.050 Partition Approval Criteria

A. A request to partition land shall meet all of the following criteria:

1. The proposal conforms with the provisions of this title;
2. The proposed partition complies with all statutory requirements and regulations;
3. Adequate public facilities are available and shall be installed to serve the proposed lots;
4. All proposed lots conform to the size and dimensional requirements of this title;
5. All lots have a minimum street frontage of 15 feet or an access easement to a street with a minimum width of 15 feet. The minimum street frontage for all other types of development is subject to the driveway standards and minimum property or easement widths found in Chapter 8-6.112.030 and 8-6.112.040.
6. All proposed improvements meet City and applicable agency standards;
7. It conforms with all state regulations set forth in ORS Chapter 92, Subdivision and Partitions; and

8-6.144.050 Sign Requirements

Signs which are subject to the provisions of this chapter shall satisfy the standards in this section. Signs which do not meet all of the requirements of this chapter may only be approved as provided in Section 8-6.144.080 Sign Code Exceptions or Chapter 8-6.160, Variance.

A. General Sign Requirements

Sign Type	Residential, Public, and Open Space Zones	Commercial and Industrial Zones
Freestanding		
Maximum:		
• Number	• 1	• 1
• Height	• 4 feet	• 20 feet
• Sign area per face	• 16 square feet	• 50 square feet
• Total sign area - all faces	• 32 square feet	• 100 square feet
Location:	• At entry point(s) to housing complex or subdivision	• Outside of the public right-of-way

A. General Sign Requirements, continued.

Sign Type	Residential, Public, and Open Space Zones	Commercial and Industrial Zones
Wall, Projecting and Roof		
Maximum:		
• Number	• 1	• No limit
• Height	• Up to 4 feet above highest point of the roof; or maximum building height of the base zone - whichever is lower; Lowest part at least 8 feet above underlying grade for projecting signs	• Up to 4 feet above highest point of the roof; or maximum building height of the base zone - whichever is lower; Lowest part at least 8 feet above underlying grade for projecting signs
• Sign area per face	• 4 square feet	~~• 1-1/2 square feet per lineal foot of building frontage with a maximum of 50 square feet~~ Sign area on primary face shall not exceed 8% of building face. A sign on the second building face is 4% unless there is signage on a third face then second building face can be 8% and third building face at 4%.
• Total sign area - all faces	• 8 square feet	• 250 square feet maximum
Location:	• Signs shall not project more than 4 feet from a building wall unless attached to a canopy	• Signs shall not project more than 4 feet from a building wall unless attached to a canopy

8-6.112.040 Access Standards - Non-Residential

A. Vehicle access, egress, and circulation for non-residential use shall not be less than the following :

Number of Dwelling Units	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement Widths and Walkways
0-6	1	30 ft.	24 ft.: Curbs on both sides and 5 ft. walkway on one side.
~~100+~~	~~2~~	~~30 ft.~~	~~24 ft.: Curbs on both sides and 5 ft. walkway on one side.~~
~~or~~	~~1~~	~~50 ft.~~	~~40 ft.: Curbs on both sides and 5 ft. walkway on one side~~

B. The approval authority may grant an exemption to the requirements of Section 8-6.112.040 A. above when access is limited by City, Hood River County, or Oregon Department of Transportation requirements. However, access must be approved by the Fire Chief.

C. On-Site Bicycle and Pedestrian Circulation

1. Walkways and driveways shall provide a direct connection to existing and planned walkways and driveways on adjacent developments.

2. Sidewalks and walkways must connect the pedestrian circulation system to other areas of the site such as buildings, vehicle and bicycle parking, children's play areas, required outdoor areas, and any pedestrian amenities, such as open space, plazas resting areas, and viewpoints.

3. Walkways shall be located so that pedestrians have a short distance to walk between a public sidewalk and building entrances.

4. Pedestrian and bicycle connections shall be direct and circuitous routes shall be avoided.

5. Where pedestrian or bicycle routes cross driveways, parking area, or loading areas, the connection must be clearly identifiable through the use of striping, elevation changes, speed bumps, a different paving material, or other similar method.

6. Where pedestrian or bicycle routes are parallel and adjacent to an auto travel lane, the connection must be safely separated from the auto travel lane through the use of raised path, a raised curb, bollards, landscaping, or other similar technique.

7. Sidewalks shall be required wherever curbs are required.

8. Minimum Sidewalk Widths

Street Classification	Minimum Sidewalk Width from Back of Curb
Downtown Main Street	10’
Commercial	6’
Arterial Street	5’
Collector Street	5’

8-6.112.030 Access Standards - Residential

A. Vehicular access and egress for single-family, duplex, or attached single-family dwelling units on individual lots shall not be less than the following:

Number Dwelling Units~~/Lots~~	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement Width
1	1	15 ft.	10 ft.
2-3	2 (separate) 1 (shared)	15 ft. (each) 25 ft.	10 ft. (each) 20 ft.
4-~~6~~	1 (shared)	30 ft.	24 ft. Walkway or on one side.

B. Vehicular access and egress for multiple-family residential uses shall not be less than the following:

Number of Dwelling Units	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement Width and Walkways
~~1~~ 2-3	1 two-way	15 ft.	10 ft.
4	1 two-way or 2 one-way	30 ft. 20 ft.	24 ft. for two-way, 15 ft. for one-way: Curbs on both sides and 5 ft. walkway on one side.
5-50	2 two-way 4 one-way	30 ft. 20 ft.	24 ft. for two-way, 15 ft. for one-way: Curbs on both sides and 5 ft. walkway on one side.
~~100+~~	~~1 additional two-way for each 100 spaces or fraction thereof over 100 spaces~~	~~1 additional access~~	~~24 ft. drive: Curbs on both sides and 5 ft. walkway on one side~~

ARTICLE IV

Chapter 8-6.112

CIRCULATION AND ACCESS

Sections

8-6.112.010 Purpose
8-6.112.020 General Provisions
8-6.112.030 Access Standards - Residential
8-6.112.040 Access Standards - Non-Residential
8-6.112.050 Design Standards
8-6.112.060 Reservoir Areas Required for Drive-In Use
8-6.112.070 Access Restrictions

8-6.112.010 Purpose

The purpose of this chapter is to establish standards for safe and efficient vehicle, bicycle, and pedestrian access and circulation on a site and between developments.

8-6.112.020 General Provisions

A. Applicability

~~The provisions of this chapter shall apply to all development regulated by this title and to any change of use or expansion which modifies the circulation and access requirements of this chapter~~. This section is applicable to development of off-street parking and loading areas for commercial, industrial, multifamily, and single family. Access to U.S. Highway 30 and I-84 is under the permitting authority of the Oregon Department of Transportation.

The provisions of this section shall apply to the following types of development:

1. Any new building or structure that requires a building permit erected after the effective date of this ordinance;

2. Construction or provision of additional floor area, seating capacity or other expansion of an existing building or structure; or

3. Change in the use of a building or structure which would require additional spaces or off-street loading areas; or

4. As a Condition of Approval in a land use decision

ARTICLE I

Chapter 8-6.08

DEFINITIONS

SECTION 1. Section 8-6.08.020 Definitions of Specific Terms are hereby amended in the Community Development Code as follows:

8-6.08.020 Definitions of Specific Terms

- **Lighting methods:**

  - **Internal: A source of illumination from within a sign. Internal illumination includes any source from the interior of a sign, behind letters (back lighting), channel lighting, LED, incandescent or fluorescent.**

ARTICLE III

Chapter 8-6.44

GENERAL PROVISIONS

SECTION 2. Section 8-6.070.120 Downtown Zone Design Standards are hereby amended in the Community Development Code as follows:

8-6.070.120 Downtown Zone Design Standards

P. Signage

1. All standards of Chapter 8-6.144 of this Code shall apply in the D zone except for the following standards:

b. ~~Internally illuminated signs are prohibited~~. With the exception of signs illuminated by back lighting, internally illuminated signs are prohibited.

8. Lot Size Limitation for Partitions. A parcel of land or the aggregate of contiguous parcels under the same ownership, containing sufficient net buildable area to allow creation of four or more lots meeting the minimum requirements of this Code, shall be divided only in conformance with the procedures and standards specified in the Subdivision standards of Chapter 8-6.180. The calculation of the net buildable area for the parcel or lot to be divided shall be determined by the City Administrator or designee.

AGENDA ITEM NO: 5d

CASCADE LOCKS STAFF REPORT

Date Prepared: October 5, 2020

For City Council Meeting on: October 12, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Resolution No. 1444 Authorizing Receipt and Expenditures of CARES Funding.

SYNOPSIS: The City received $50,000 of CARES funding. This resolution receives that money and allocate it outs to the approved expenses. $10,000 reimbursed the City for Covid related expenses including EMS personal and personal protective equipment.

The City also gave 16 $2,500 grants to local businesses whose revenues or employees were impacted by the coronavirus.

CITY COUNCIL OPTIONS: Accept, modify, or reject Resolution No. 1444.

RECOMMENDED MOTION: "I move to approve Resolution No. 1444 authorizing the receipt and expenditures of CARES Funding."

RESOLUTION NO. 1444

A RESOLUTION AUTHORIZING RECEIPT OF CARES FUNDS, MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2020.

WHEREAS, during the adopted budget year 2020-2021 the City of Cascade Locks received Coronavirus Aid, Relief, and Economic Security (CARES) funds totaling $50,000; and

WHEREAS, Oregon Budget Law recognizes these events and allows for receipt and allocation if unexpected funds; and

WHEREAS, under the guidance of the State of Oregon Department of Administrative Services the City can expend the funds for legitimate COVID related expenses that were not included in the budget, wages of employees who were substantially involved (75% of their time) in COVID related activities, and business interruption grants in the Fiscal Year ending June 30, 2021; and

WHEREAS, the receipt of resources and the allocation of those resources is necessary to adjust the FY 2020-2021 Budget;

NOW, THEREFORE, THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES THAT THE FOLLOWING ADJUSTMENTS ARE AUTHORIZED;

Section 1. Authorizing Budget Adjustments.

FUND OR DEPARTMENT.	BUDGETED LINE ITEM WITHIN CATEGORY	RESOURCES RECEIVED	ALLOCATION	ACCOUNT NO.
General Fund				
Miscellaneous Revenue	1,400	41,025	42,425	01-301-43280
Cares Act-COVID-Administation	0	40,648	40,648	01-403-62872
Cares Act-COVID-Property	0	377	377	01-404-62872
EMS Fund				
Miscellaneous Income	2,000	8,975	10,975	05-305-43800
Cares Act-Covid-EMS	0	8,975	8,975	05-405-62872

Section 2. Expiration. This resolution shall remain in effect until completion and acceptance of the annual Audit for Fiscal Year 2020-2021.

Adopted by the City Council this 12th day of October, 2020.

Approved by the Mayor this 12th day of October 2020.

ATTEST:

Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor

AGENDA ITEM NO: 5e

CASCADE LOCKS STAFF REPORT

Date Prepared: October 5, 2020

For City Council Meeting on: October 12, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Accept Grant of Restrictive Easement for Well #3

SYNOPSIS: With the completion of Well #3 and the approval of the Oregon Health Authority, a grant of restrictive easement was required for any property within 100 feet of the well to protect against contamination. Portions of two lots owned by the Port of Cascade Locks were within that 100-foot radius. This easement records the proscription on the property located within the easement. The Port approved the easement on September 21, 2020. After approval by the Council and signed by the Mayor and Notary, the City will have the easements recorded at the County.

CITY COUNCIL OPTIONS: Accept or reject the Grant of Restrictive Easement.

RECOMMENDED MOTION: "I move to approve the grant of a restrictive easement on two parcels of property owned by the Port of Cascade Locks for well head protection of Well #3."

AFTER RECORDING, PLEASE RETURN TO:
City of Cascade Locks
P.O. Box 308
Cascade Locks, Oregon 97014

GRANT OF RESTRICTIVE USE EASEMENT

THIS GRANT OF RESTRICTIVE USE EASEMENT is made this 21 day of September, 2020, by the PORT OF CASCADE LOCKS, whose notice address is P.O. Box 307, Cascade Locks, Oregon 97014 ("Grantor"), and the CITY OF CASCADE LOCKS, whose notice address is P.O. Box 308, Cascade Locks, Oregon 97014 ("Grantee").

RECITALS

A. Grantor is the owner of that certain real estate situated in Hood River County, Oregon, known as Tax Lot 02N-08E-06 300 and more particularly described as a portion of that property described in Book 40, Page 377, Records of Hood River County, Oregon (the "Grantor Property);

B. Grantee is the owner of real estate situated in Hood River County, Oregon, adjacent to the Grantor Property, known as Tax Lot 02N-08E-06 501 and more particularly described in Document No. 912058, Records of Hood River County, Oregon (the "Grantee Property"); and

C. Grantor desires to grant to Grantee, its successors and assigns, a permanent restrictive easement on a portion of the Grantor Property that will restrict future development and activities on the parcel and preserve the water quality of the municipal groundwater well drilled in 2020 ("Well No. 3") on the Grantee Property.

NOW THEREFORE, for Ten and No/100 Dollars ($10.00) and other good and valuable consideration, the receipt of which are hereby acknowledged by Grantor:

1. Grant of Easement. Grantor does hereby grant to Grantee, its successors and assigns, a perpetual restrictive easement ("Easement") on a portion of the Grantor Property which is within 100 feet radially from the location of the Grantee's Well No. 3 and more particularly described in Exhibit "A" and generally depicted in Exhibit "B" attached hereto and made a part hereof (the "Easement Area").

2. Use Restrictions. Grantor, its successors and assigns, shall not construct any structures or use or conduct any activities on the Easement Area or grant any possessory or use rights on the Easement Area, that would in any way or method, create a condition or hazard that is prohibited or addressed in Oregon Administrative Rule (OAR) 333-061-0050(2)(a)(E) as it may be amended from time to time which is within 100 feet of Well No. 3, or which would impact or have the potential to impact Well No. 3. This grant of Easement is intended to restrict Grantor's use of the Easement Area and does not grant to the Grantee any use or access rights or any other affirmative interests in the Easement Area or the Grantor Property.

3. Allowed Uses by Grantor. Except for the restrictions imposed herein on the Easement Area, Grantor shall be allowed free and complete use and occupation of the Grantor Property including the Easement Area.

4. Appurtenant Easement. This Easement shall be a burden upon the Grantor Property and shall be appurtenant to and for the benefit of the Grantee Property and shall run with the land and inure to the benefit of the successors, assigns and transferees of the parties hereto.

Dated to be effective as of the date and year first above written.

Port of Cascade Locks, Grantor

Jess Groves, Port Commission President

STATE OF OREGON)
)ss.
COUNTY OF HOOD RIVER)

The foregoing instrument was acknowledged before me this 21st day of September, 2020, by Jess C. Groves, Representative of the Grantor.

OFFICIAL STAMP
KATHY ELAINE WOOSLEY
NOTARY PUBLIC-OREGON
COMMISSION NO. 959995
MY COMMISSION EXPIRES MARCH 12, 2021

NOTARY PUBLIC FOR OREGON

ACCEPTED BY City of Cascade Locks, Grantee

Tom Cramblett, Mayor

STATE OF OREGON)
) ss.
COUNTY OF HOOD RIVER)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by _____, Representative of the Grantee.

NOTARY PUBLIC FOR OREGON

EXHIBIT "A"

September 15, 2020

LEGAL DESCRIPTION
for
Well No. 3 Perpetual Restrictive Easement – Tax Lot 02N-08E-06 300

A tract of land, being a portion of that property described in Book 40, Page 377, Records of Hood River County, lying in the Southeast 1/4 of Section 6, Township 2 North, Range 8 East, Willamette Meridian, City of Cascade Locks, Hood River County, Oregon, being more particularly described as follows:

Beginning at the most Southerly Southwesterly corner of said tract of land; thence on the Southerly line of said tract of land, South 79°30'36" East 31.54 feet; thence leaving said Southerly line on a 100.00 foot radius curve to the left, a radial line to which bears North 51°11'49" West, through a central angle of 107°51'34", a distance of 188.25 feet (the long chord of which bears North 15°07'36" West 161.66 feet) to the intersection with the Westerly line of said tract of land; thence on said Westerly line, South 04°15'07" East 150.73 feet to the point of beginning.

Contains 6,952 square feet, more or less.

<14020_DESC.004sa>

CURVE	DELTA	RADIUS	ARC LENGTH	TANGENT	CHORD ANGLE	CHORD LENGTH
C1	107°51'34"	100.00'	188.25'	137.28'	N15°07'36" W	161.66'

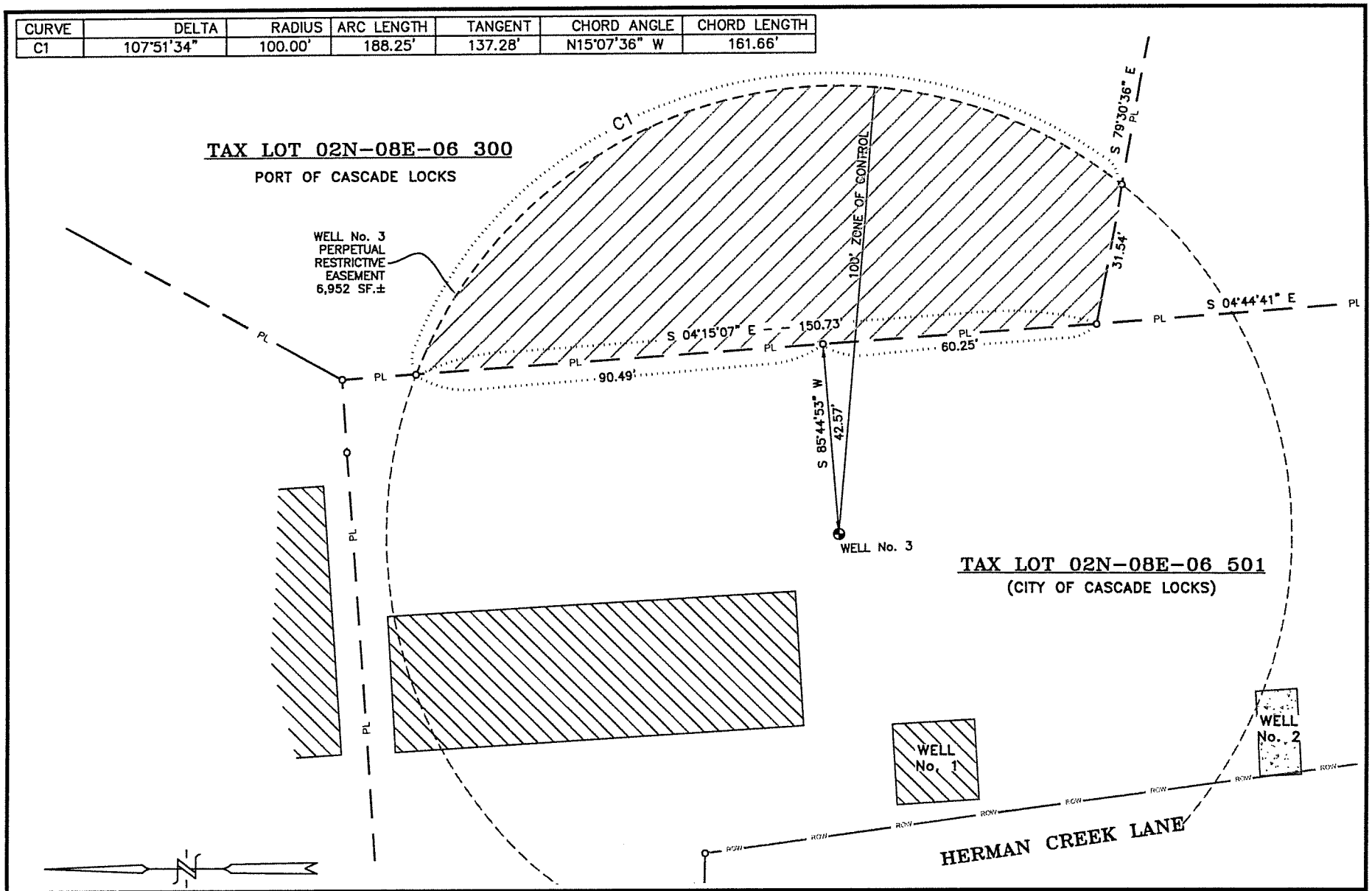


EXHIBIT "B"

TENNESON ENGINEERING CORP.
CONSULTING ENGINEERS
3775 CRATES WAY
THE DALLES, OREGON 97058
PH. 541-296-9177 FAX 541-296-6657

Survey	Calc.	App.
T.E.C.	D.O.E.	B.B.B.
Drawn	**Date**	**Scale**
K.W.C.	09/14/2020	1"=30'
Dwg. No.	**Work Order No.**	**Sheet**
Well3_ExhibitMap	14020	1 of 1

WELL No. 3 PERPETUAL RESTRICTIVE EASEMENT
FOR CITY OF CASCADE LOCKS
TAX LOT 2N-08E-06 300
IN THE SE 1/4 SECTION 6, TWP. 2 N., RANGE 8 E. W.M.
CASCADE LOCKS, HOOD RIVER COUNTY, OREGON

AFTER RECORDING, PLEASE RETURN TO:
City of Cascade Locks
P.O. Box 308
Cascade Locks, Oregon 97014

GRANT OF RESTRICTIVE USE EASEMENT

THIS GRANT OF RESTRICTIVE USE EASEMENT is made this 21 day of September, 2020, by the PORT OF CASCADE LOCKS, whose notice address is P.O. Box 307, Cascade Locks, Oregon 97014 ("Grantor"), and the CITY OF CASCADE LOCKS, whose notice address is P.O. Box 308, Cascade Locks, Oregon 97014 ("Grantee").

RECITALS

A. Grantor is the owner of that certain real estate situated in Hood River County, Oregon, known as Tax Lot 02N-08E-06 602 and more particularly described as Parcel 1 of Partition Plat 2017-08P, Records of Hood River County, Oregon (the "Grantor Property);

B. Grantee is the owner of real estate situated in Hood River County, Oregon, adjacent to the Grantor Property, known as Tax Lot 02N-08E-06 501 and more particularly described in Document No. 912058, Records of Hood River County, Oregon (the "Grantee Property"); and

C. Grantor desires to grant to Grantee, its successors and assigns, a permanent restrictive easement on a portion of the Grantor Property that will restrict future development and activities on the parcel and preserve the water quality of the municipal groundwater well drilled in 2020 ("Well No. 3") on the Grantee Property.

NOW THEREFORE, for Ten and No/100 Dollars ($10.00) and other good and valuable consideration, the receipt of which are hereby acknowledged by Grantor:

1. Grant of Easement. Grantor does hereby grant to Grantee, its successors and assigns, a perpetual restrictive easement ("Easement") on a portion of the Grantor Property which is within 100 feet radially from the location of the Grantee's Well No. 3 and more particularly described in Exhibit "A" and generally depicted in Exhibit "B" attached hereto and made a part hereof (the "Easement Area").

2. Use Restrictions. Grantor, its successors and assigns, shall not construct any structures or use or conduct any activities on the Easement Area, or grant any possessory or use rights on the Easement Area, that would in any way or method, create a condition or hazard that is prohibited or addressed in Oregon Administrative Rule (OAR) 333-061-0050(2)(a)(E) as it may be amended from time to time which is within 100 feet of Well No. 3, or which would impact or have the potential to impact Well No. 3. This grant of Easement is intended to restrict Grantor's use of the Easement Area and does not grant to the Grantee any use or access rights or any other affirmative interests in the Easement Area or the Grantor Property.

3. Allowed Uses by Grantor. Except for the restrictions imposed herein on the Easement Area, Grantor shall be allowed free and complete use and occupation of the Grantor Property including the Easement Area.

4. Appurtenant Easement. This Easement shall be a burden upon the Grantor Property and shall be appurtenant to and for the benefit of the Grantee Property and shall run with the land and inure to the benefit of the successors, assigns and transferees of the parties hereto.

Dated to be effective as of the date and year first above written.

Port of Cascade Locks, Grantor

Jess Groves, Port Commission President

STATE OF OREGON)
)ss.
COUNTY OF HOOD RIVER)

The foregoing instrument was acknowledged before me this 21st day of September, 2020, by Jess C. Groves, Representative of the Grantor.

OFFICIAL STAMP
KATHY ELAINE WOOSLEY
NOTARY PUBLIC-OREGON
COMMISSION NO. 959995
MY COMMISSION EXPIRES MARCH 12, 2021

NOTARY PUBLIC FOR OREGON

ACCEPTED BY City of Cascade Locks, Grantee

Tom Cramblett, Mayor

STATE OF OREGON)
) ss.
COUNTY OF HOOD RIVER)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by _____, Representative of the Grantee.

NOTARY PUBLIC FOR OREGON

EXHIBIT "A"

September 15, 2020

LEGAL DESCRIPTION
for
Well No. 3 Perpetual Restrictive Easement – Tax Lot 02N-08E-06 602

A tract of land lying in Parcel 1 of Partition Plat 2017-08P in the Southeast 1/4 of Section 6, Township 2 North, Range 8 East, Willamette Meridian, City of Cascade Locks, Hood River County, Oregon, being more particularly described as follows:

Beginning at the most Northerly Northwest corner of said Parcel 1; thence on the Northerly line of said Parcel 1, South 79°30'36" East 31.54 feet; thence leaving said Northerly line on a 100.00 foot radius curve to the right, a radial line to which bears North 51°11'49" West, through a central angle of 21°35'06", a distance of 37.67 feet (the long chord of which bears South 49°35'44" West 37.45 feet) to the intersection with the Westerly line of said Parcel 1; thence on said Westerly line, North 04°44'41" West 30.12 feet to the point of beginning.

Contains 502 square feet, more or less.

<14020_DESC.003sa>

CURVE	DELTA	RADIUS	ARC LENGTH	TANGENT	CHORD ANGLE	CHORD LENGTH
C1	21°35'06"	100.00'	37.67'	19.06'	S 49°35'44" W	37.45'

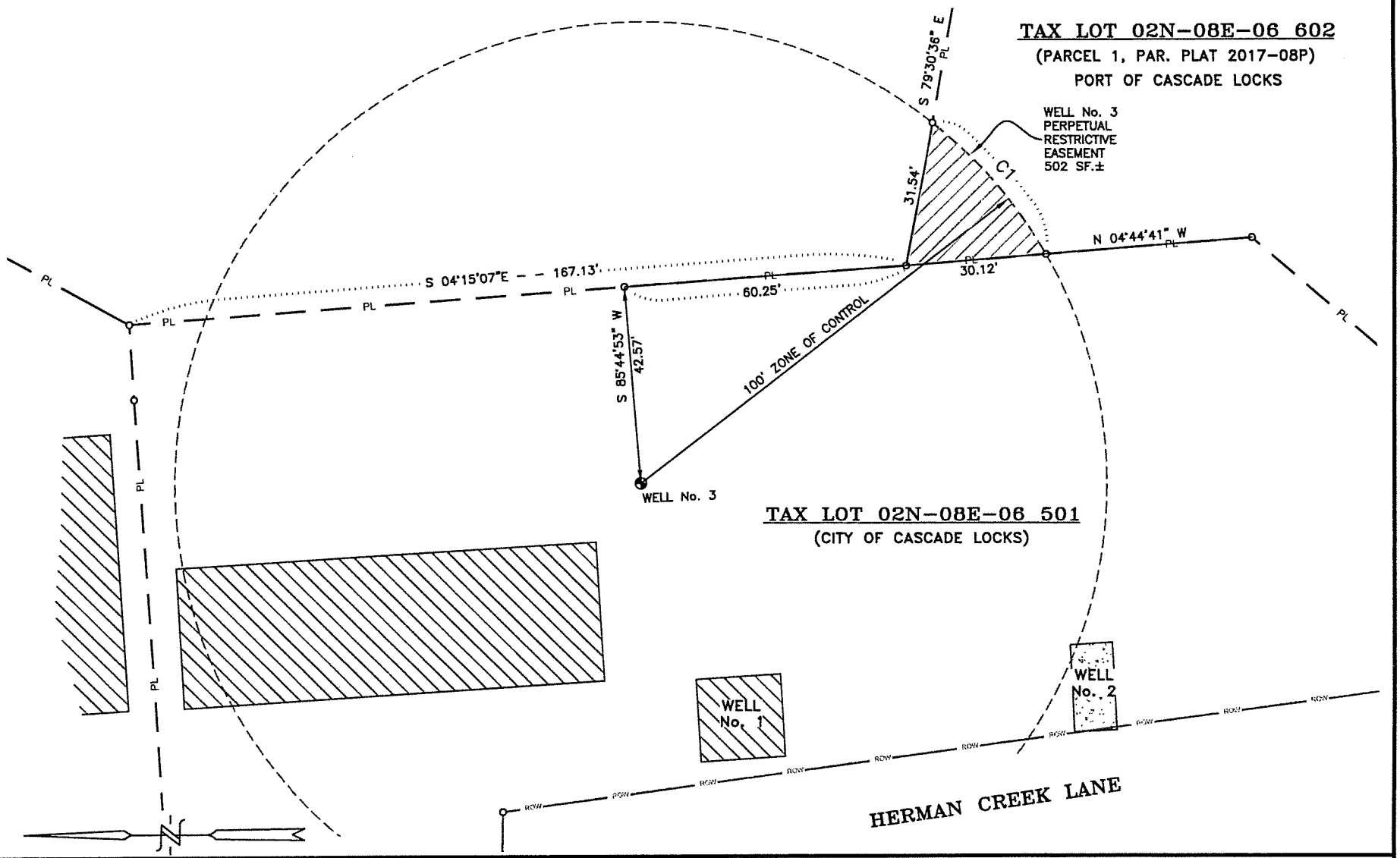


EXHIBIT "B"

TENNESON ENGINEERING CORP.
CONSULTING ENGINEERS
3775 CRATES WAY
THE DALLES, OREGON 97058
PH. 541-296-9177 FAX 541-296-6657

Survey	Calc.	App.
T.E.C.	D.O.E.	B.B.B.
Drawn	Date	Scale
K.W.C.	09/14/2020	1"=30'
Dwg. No.	Work Order No.	Sheet
Well3_ExhibitMap	14020	1 of 1

WELL No. 3 PERPETUAL RESTRICTIVE EASEMENT
FOR CITY OF CASCADE LOCKS
TAX LOT 2N-08E-06 602
IN THE SE 1/4 SECTION 6, TWP. 2 N., RANGE 8 E. W.M.
CASCADE LOCKS, HOOD RIVER COUNTY, OREGON

AGENDA ITEM NO: 5f

CASCADE LOCKS STAFF REPORT

Date Prepared: October 6, 2020

For City Council Meeting on: October 12, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Resolution No. 1445 for the Reallocation of funds for completion of the Water System Improvement Project

SYNOPSIS: Back in September of 2015 we embarked on a project to improve the City's water system by replacing and upgrading the mainline through downtown, building a new reservoir and digging a new well for an adequate supply of water for the future of our community. It has been a long haul, two years longer than anticipated, but we are finally at the end of the project and must now transition to pay for the work that has been done.

The USDA promised $3,764,515 for this project. Because of delays in engineering and processes the final cost was $4,032,858.12. The difference of $256,343.12 is the City's responsibility. The Port of Cascade Locks contributed $156,160.71 toward the water main installation to the Port's Business Park. The remaining $112,182.41 will be taken out of the System Development Fund used for new capital projects in the Water system.

This resolution moves the monies around in our accounts to pay for the total project and accurately account for it in an audit.

Our original interest rate for this proposed bond was 2.87% percent which is a really good rate. We just closed on a bond on September 25 with an interest of 1.5%, almost half of the original. Our original estimate annual payment was almost $200,000. Our rates were set to collect at this rate. With our growth over the last 5 years, we are collecting an estimated $217,000 per year for debt service.

As of June 30, 2020, the City has $368,204,94 in the Water System Improvement Project Debt Service line which is collected at $20 per water meter per month (Resolution No. 1414). We are currently collecting about $18,000 per month in funds dedicated to the debt service. This allows us to cover the one-year reserve payment of $125,848, with the balance of the monies collected going to the first annual payment on September 25, 2021.

The scheduled payments of $125,848 per year will pay off the bond after 40 years at 1.5% interest. The estimated life of the plant before the next refurbishment is 30 years.

The Council has, therefore, these possible directions.

	Bond	$11.60	$12.00	$16.00	$20.00
Payable 9/21	$ 125,848	$ 434,040	$ 438,017	$ 477,794	$ 499,416
Annual Payment	$ 125,848	$ 125,848	$ 130,176	$ 173,568	$ 217,000
Years to Payoff	40	35	32	24	19
Interest Paid	$ 1,269,435	$ 1,061,380	$ 727,304	$ 568,417	$ 468,965
Interest Saved	$ -	$ 208,055	$ 542,131	$ 701,018	$ 800,470

1. With the monies already collected, the estimated $18,000 per month collected for July, August, September and October, and reducing the debt service rate to **$11.60** per month on **November 1** and paying all of the monies collected above the $125,848 reserve payment on September 25, 2021 (estimated at $434,000), and the annual bond payment of **$125,848**, the bond would be paid off in **35** years saving our citizens **$208,000** in interest payments.

2. With the monies already collected, the estimated $18,000 per month collected for July, August, September and October, and reducing the debt service rate to **$12.00** per month on **November 1** and paying all of the monies collected above the $125,848 reserve payment on September 25, 2021 (estimated at $438,000), and the annual bond payment of **$130,176**, the bond would be paid off in **32** years saving our citizens **$542,000** in interest payments.

3. With the monies already collected, the estimated $18,000 per month collected for July, August, September and October, and reducing the debt service rate to **$16.00** per month on **November 1** and paying all of the monies collected above the $125,848 reserve payment on September 25, 2021 (estimated at $477,000), and the annual bond payment of **$173,568**, the bond would be paid off in **24** years saving our citizens **$701,000** in interest payments.

4. With the monies already collected, the estimated $18,000 per month collected for July, August, September and October, and maintaining the debt service rate to **$20.00** per month on **November 1** and paying all of the monies collected above the $125,848 reserve payment on September 25, 2021 (estimated at $499,000), and the annual bond payment of **$217,000**, the bond would be paid off in **32** years saving our citizens **$800,000** in interest payments.

Aside from approving the Resolution No. 1445 moving the funds into the needed accounting categories, does the City Council have a direction for the rate charged to pay off the debt service?

CITY COUNCIL OPTIONS: Approve, modify or reject Resolution No. 1445.

RECOMMENDED MOTION: "I move to approve Resolution No. 1445 to approve the reallocation of funds for the completion of the Water System Improvement Project."

RESOLUTION No. 1445

A RESOLUTION AUTHORIZING TRANSFER OF FUNDS BETWEEN CATEGORIES OF VARIOUS FUNDS, MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES FOR THE COMPLETION OF THE WATER SYSTEM IMPROVEMENT PROJECT FOR THE FISCAL YEAR ENDING JUNE 30, 2021.

WHEREAS, the Water System Improvement project was completed 9/25/2020; and

WHEREAS, USDA has paid off the loan from Cashmere Valley Bank; and

WHEREAS, the city must make adjustments to the budget to reflect the Water System Project Loan payments in the Fiscal Year ending June 30, 2021; and

WHEREAS, the reallocation of resources and requirements is necessary to correct the FY 2020-2021 Budget;

NOW, THEREFORE, THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES THAT THE FOLLOWING TRANSFERS OF FUNDS BETWEEN BUDGETED CATEGORIES ARE AUTHORIZED;

Section 1. Authorizing Budget Transfers.

FUND OR DEPARTMENT.	BUDGETED LINE ITEM WITHIN CATEGORY	RESOURCES NEEDED	REALLOCATE	ACCOUNT NO.
SDC Fund				
Water SDC	146,000	33,817	-112,183	02-421-63901
Transfer to Water Fund	0	112,183	+112,183	02-421-64021
Water Sys Improvement Project				
Bond Proceeds	0	+3,764,515	+3,764,515	22-305-40225
Interim Loan Payment-Cashmere Bank	0	+3,493,562	+3,493,562	22-405-66730
Reserve Payment	0	+270,953	+270,953	22-405-66950
Water Fund				
Contract Svc-Water Sys Upgrade	504,596	+616,779	+112,183	21-415-62020
Transfer from Water SDC	0	112,183	+112,183	21-305-43905

Section 2. Expiration. This resolution shall remain in effect until completion and acceptance of the annual Audit for Fiscal Year 2020-2021.

Adopted by the City Council this 12th day of October 2020.

Approved by the Mayor this 12th day of October 2020.

ATTEST:

Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor

AGENDA ITEM NO: 7b

CASCADE LOCKS STAFF REPORT

Date Prepared: October 5, 2020

For City Council Meeting on: October 12, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: No Parking/Fire Lane Discussion

SYNOPSIS: The City Council has asked for a list of streets where parking restrictions may be instituted. These restrictions could be either No Parking zones or Fire Lanes. Both restrictions are subject to approval by the Local Street Review Board, which is the City Council. After the discussion on October 12, the City Staff will take the recommendations to a Public Hearing before the City Council acting as the Local Street Review Board.

Please understand the causes of this issue and the potential ramifications of restricting parking.

The initial reason for the parking issue is the age of the infrastructure. When these streets were built, the cars were smaller. The homes were smaller. The streets were narrower. People used their garages as garages and not as ground floor attics.

The second reason for this issue, besides cars getting bigger, is the people own more cars, boats, trailers, and recreational vehicles. Unfortunately, the size of the lots could not grow, so parking for these specialty vehicles wound up on the homeowner's property or on the streets in front of their homes.

If the Council chooses to restrict parking, it must be aware of possible unintended consequences.

1. The restriction may pit neighbor against neighbor vying for the allowable parking locations.
2. People may choose to widen or add additional parking on their property. The Community Development Code strives to limit driveways to only two cars wide. But if you have driven around town at all, you will have seen three car driveways, or even a parking area for a fourth car have sprung up, especially where roll curves have been installed in subdivisions.
3. If a driveway for a third car is added, then the space the driveway takes up reduces the available parking on the street by one.

4. With the coronavirus pandemic it is possible than families under stress through un- or underemployment may be forced to create multi-family or multi-generational homes. This would increase the number of vehicles in typical family spaces.

Please also remember that our ambulances and fire trucks have big bumpers for a reason. They are also capable of backing up.

Attached are rough sketches with the proposed restrictions the Council may wish to consider.

1. Katani Lane: Because the parking spaces at the ends of the hammerheads were required in the original Planning Commission approval in May of 2009, these spaces should be striped.
2. School Street to Oneonta Street: The "street" is really School District property. The HRVSD could post no parking signs on their own property.
3. Sadie "B": Fire Chief Logan is recommending a Fire Lane for the river side of the street.
4. Lakeside: Fire Chief Logan is recommending a Fire line for the west side of Lakeside from Hassalo north to the end of the street.
5. Riverview: A no parking zone on the river side of the east end of Riverview from Crest eastward to the end is recommended.
6. Sunset: A No Parking on the "north" side of the street is recommended for the entire length of Sunset Avenue.
7. Windsong West End: A no parking on both sides of the street is recommended from Sheridan Street up the hill to the first property line where the road has widened.
8. Windsong East End: A no parking zone is requested on the riverside of Windsong in front of the community garden, the children's play area, and the dog park.
9. Harvest Queen and Hassalo Intersection: Because of the narrowness of the streets involved and the tight corner, a no parking area is recommended on the inside corner of Hassalo and Harvest Queen Street.

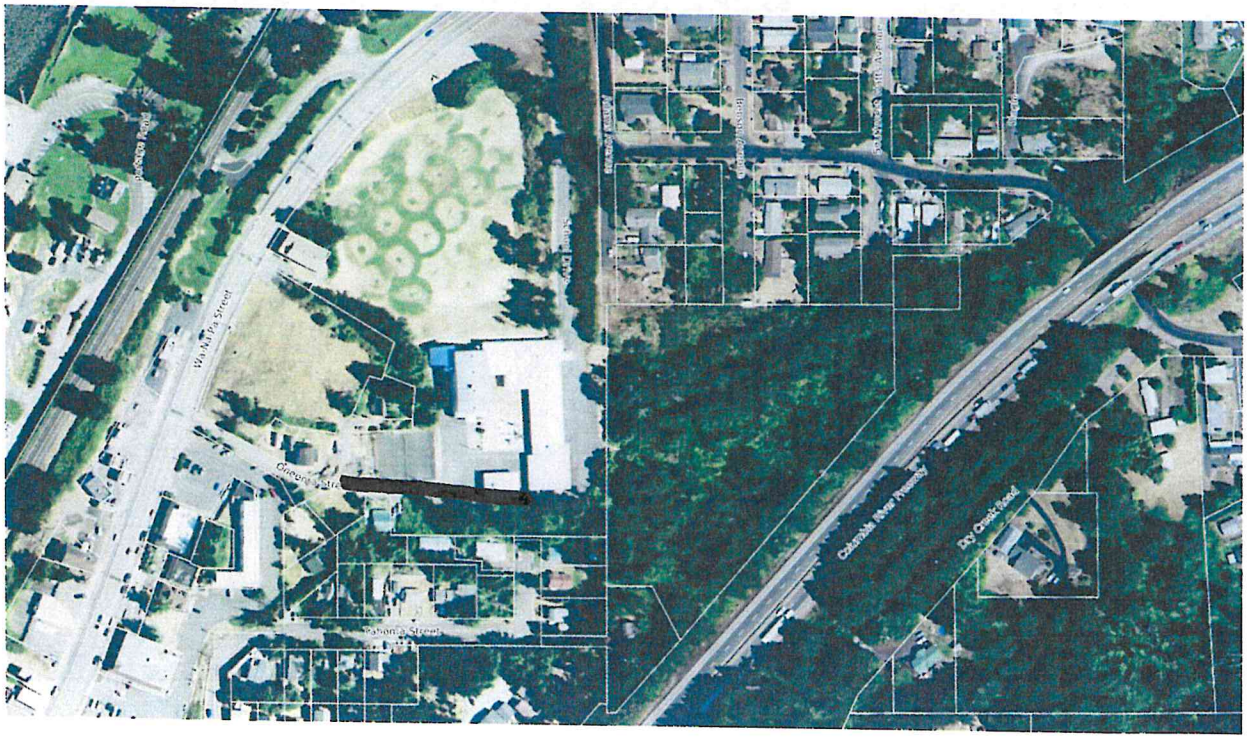
Public comment will be taken on the recommendations at a public hearing before the City Council acting as the Local Street Review Board. This hearing will be held on October 26, 2020.

CITY COUNCIL OPTIONS: Approve none, any, or all of the recommendations.

RECOMMENDED MOTION: Council discussion only.

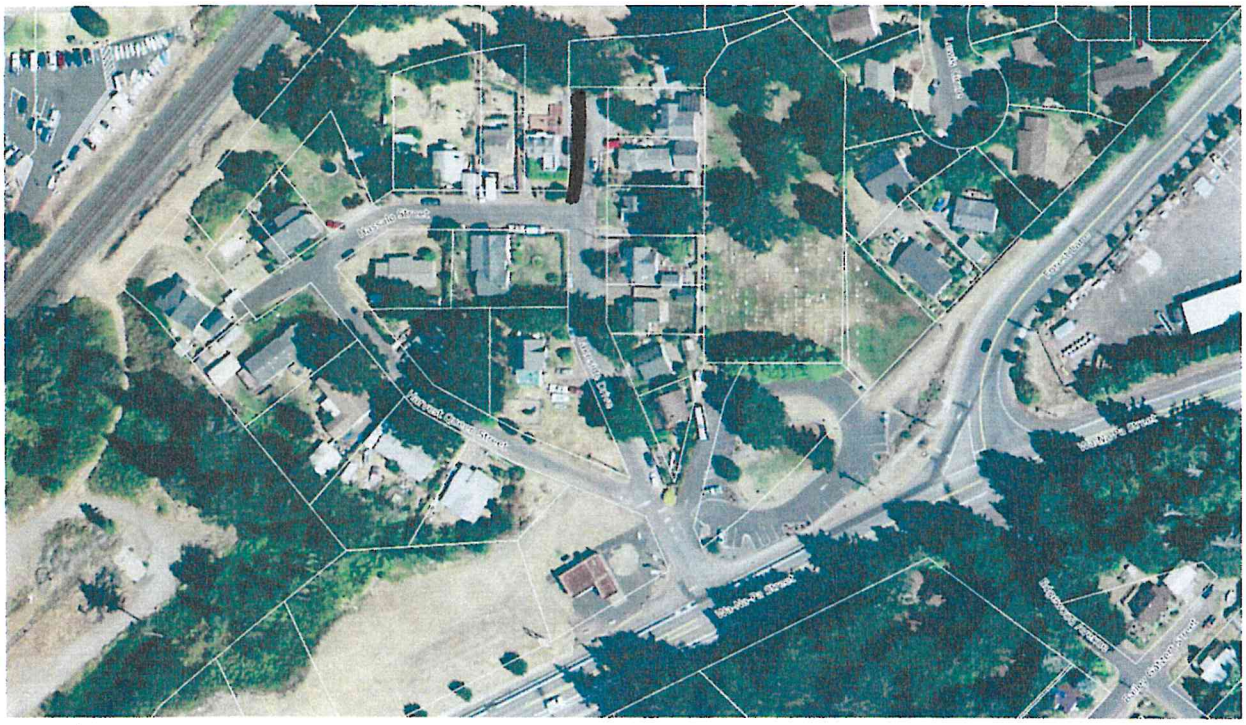
Katani Lane: Recommendation to stripe the hammer head ends

School Street to Oneonta Street: Recommendation for the HRVSD to post No Parking signs on their fence



Sadie B: Recommendation Fire Lane on river side of street

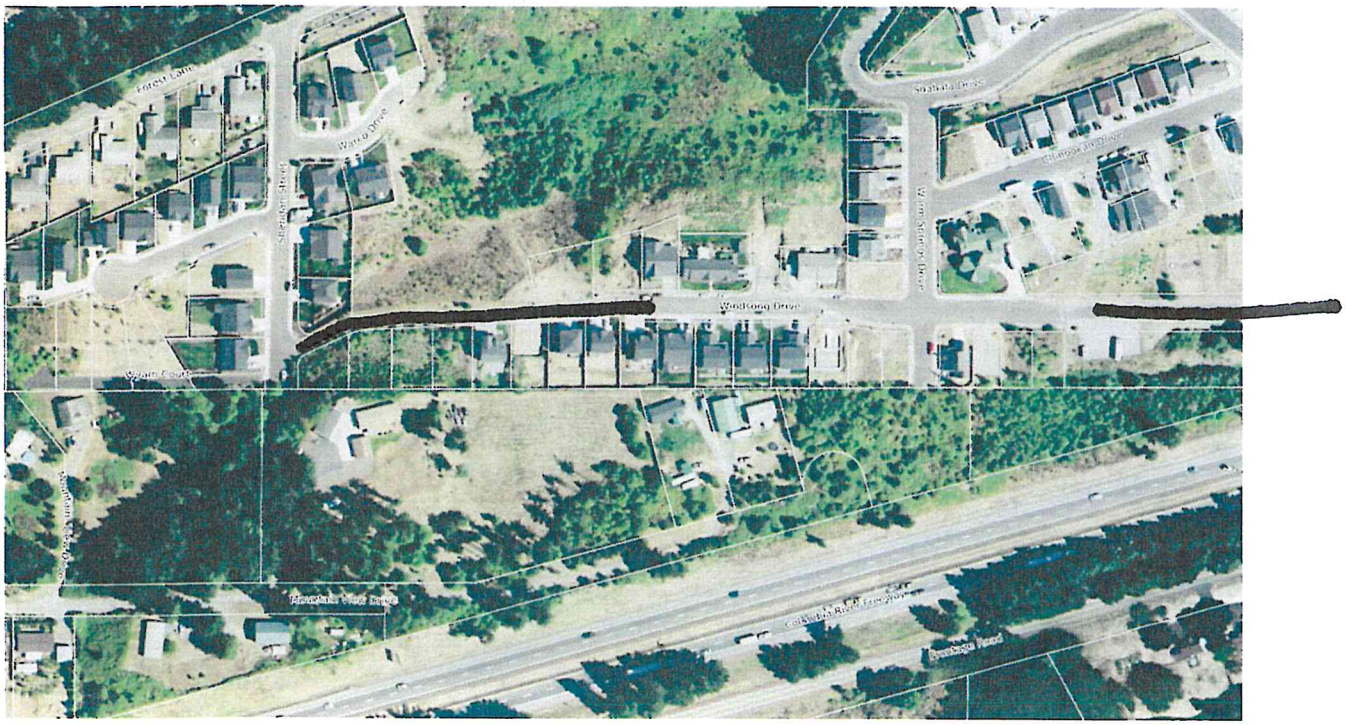
Lakeside: Recommendation Fire Lane from Hassalo to the end



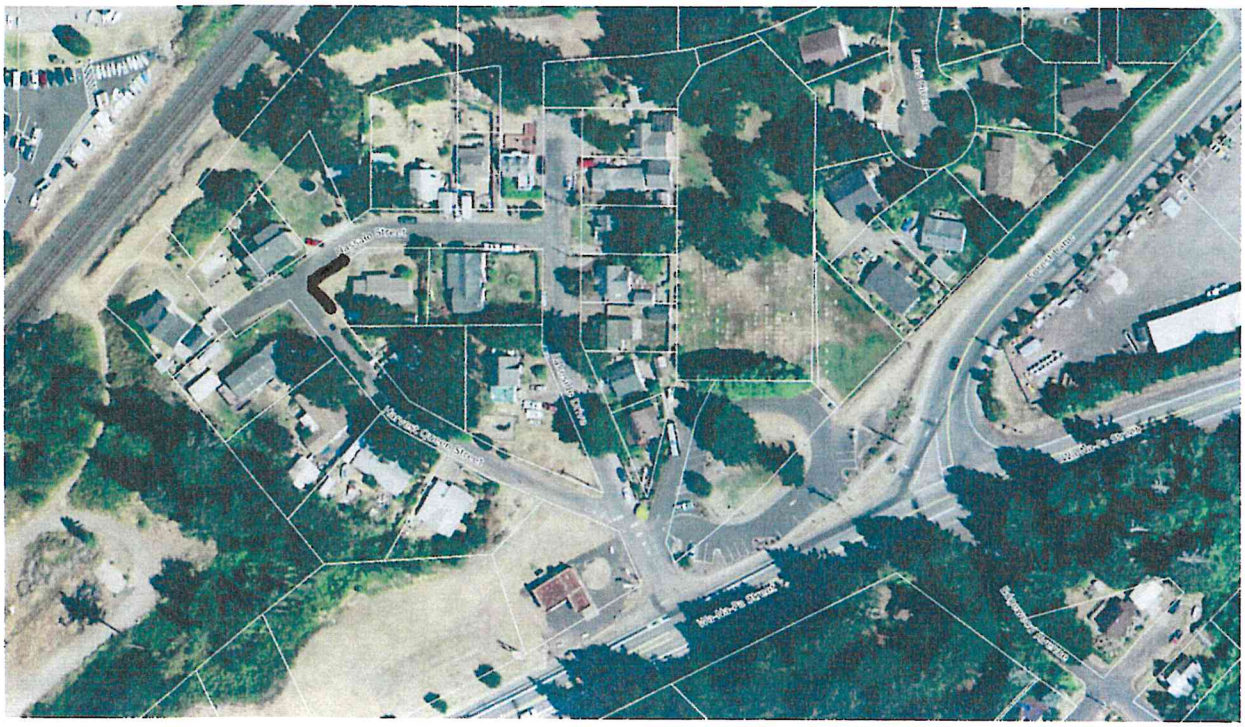
Riverview: Recommendation No Parking from Crest to dead end on north side of Street

Sunset: Recommendation No Parking on river side for the entire length

Windsong: Recommendation (west end) No parking both sides of narrow portion, (east end) No Parking on river side by community garden, child play park, and dog park



Harvest Queen and Hassalo Intersection: Recommendation No Parking on inside corner



1. Call Meeting to Order. Chair Bouchard called the meeting to order. PCM's present were Butch Miller, Rachel Najjar, Catherine Alder, Virginia Fitzpatrick, and Todd Bouchard. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Planning Consultant Ethan Spoo (via conference phone) and Dave Lipps.

2. Approval of January 9, 2020 Minutes. PCM Adler moved, PCM Fitzpatrick seconded, to approve the minutes of January 9, 2020. The motion passed unanimously.

3. New/Old Business:
   a. Public Hearing 7:00 PM – Community Development Code Amendments.
      1. Sign Code Amendments
      2. Community Development Code/Public Works Design and Construction Standards Resolution of Conflicts.

Chair Bouchard directed PC Spoo to move forward with the staff reports. PC Spoo reported that the first staff report explains the amendment to the sign code section of the Community Development Code (CDC). He said that staff looked at the sign codes for several neighboring jurisdictions and found that most allow sizes of signs for commercial and industrial that are allocated based on the size of the face of the building rather than the lineal footage of the front of the building. He described the proposed amendments with a 250' square foot maximum for three faces. PC Spoo said this would allow for signage to be more proportionate with the size of the building face.

Chair Bouchard asked if this was the only change proposed to the sign section. PC Spoo said that this is the only amendment proposed to this section of the Code. PCM Adler asked about the sign that is painted on the wall of the building at the Ale House and asked if that would be grandfathered in. PC Spoo said existing signs would be grandfathered. CR Woosley said an unpermitted sign would not be grandfathered. She said the Downtown Zone also has additional sign design guidelines.

PC Spoo explained the second staff report covers sections of the CDC that was amended to resolve conflicts between the CDC and the Public Works Design and Construction Standards (PWDCS).

PC Spoo said that staff receives questions about when street, sidewalk, and driveway improvements are triggered. He said the CDC is vague. He suggested to make it clearer, staff is proposing amendments to the Circulation and Access section of the CDC. He said the PWDCS provides the standards for the development of sidewalk widths and driveways. PC Spoo said that Section 8-6.184.050 is proposed to be revised for consistency with PWDCS regarding easement widths. PC Spoo explained that the proposed amended PWDCS was included in the Planning Commission packet for their reference in how the CDC will relate to that document. CA Zimmerman stated that there are discrepancies and these amendments are an effort to eliminate those.

PC Spoo read the four different types of development that would trigger the requirements for curb, sidewalk, and or driveways in Section 8-6.112.020. He explained that with the current Code

definition the trigger could be ANY change to the property, such as, clearing vegetation. He said this is an illustration as to why clarity is needed.

PC Spoo said Section 8-6.112.030 pertains to single family and multi-family development requirements for access.

PC Spoo said Section 8-6.112.040 pertains to nonresidential access standards.

PC Spoo said Section 8-6.112.050 pertains to the topic of sidewalk standards. He said the PWDCS determines the size of sidewalk per street classification and this information is being included in the CDC.

PC Spoo stated Section 8-6.184.050 pertains to partition approval criteria. He said this requires the minimum of 15' street frontage easement and includes all other types of development to be subject to the driveway standards with the minimum property or easement widths found in Sections 8-6.112.030 and 8-6.112.040.

PCM Adler asked if building a shed or gazebo would be considered a trigger to require the development of curb, sidewalk, and driveway. PC Spoo said clarity could be provided to include any structure that requires a building permit.

PCM Miller asked if a 5' walkway should be included in section B of 8-6.112.030 for 5-50 units. CA Zimmerman said that should be included.

PCM Adler asked about number 7 on Section 8-6.112.050. CA Zimmerman explained that sidewalks would be required where there is an existing curb. He said if you were developing three or more lots, per the CDC, you would be required to construct curb and sidewalk. PCM Najjar asked if constructing the sidewalk would be the owner's responsibility. CA Zimmerman replied that it would be. PCM Najjar asked if there was a definition of a curb as she could see people argue that. CA Zimmerman said there are two types of curbs and the design requirements are in the PWDCS.

CA Zimmerman reported that the Transportation System Plan requires sidewalks throughout the City but since it isn't in the CDC, he couldn't enforce it. He said what the City is trying to do is require sidewalks on collector streets and not just the arterial streets. PCM Najjar asked if this would require the sidewalk to be finished at the waterfront, as it just stops, and is a pathway. CA Zimmerman said he wasn't sure of the location, but probably wouldn't be able to require a sidewalk.

Chair Bouchard opened the Public Hearing at 7:28 PM and asked for public testimony.

Dave Lipps asked if a clarification could be put into the CDC for definition of lit signs. He said the Downtown Zone does not allow internally lit signs. Dave presented pictures of lit signs (Exhibit A). He had a prototype laser cut metal sign that he would like to have on his new business building. The letters of the name of the business would be cut out and the light would shine

through the letters. Dave agreed the internally lit box signs aren't good, but thought the back lit signs should be allowed. He said there isn't a definition for a back lit sign.

Dave asked about the flags that businesses have on their sidewalks. He said he would define those as temporary signs, but they don't meet the size requirement or timeframe for temporary signs. He said he thought that made the downtown feel like a fairground.

Hearing no further testimony, Chair Bouchard closed the Public Hearing at 7:35 PM.

Chair Bouchard asked if there were any further questions. PCM Najjar asked if a driveway would have to continue if placing a shed on a flag lot. CA Zimmerman said there could not be an accessory structure put on lot without a primary residence. He said development would require a driveway. PCM Adler asked if the driveway had to be paved. CA Zimmerman said that the apron has to be concrete and the rest of the driveway would have to be asphalt or concrete.

PCM Fitzpatrick moved, seconded by PCM Miller, to forward recommended amendments with the additions of (additions made in red) to the City Council:

Section 8-6.112.020 A. 1. Any new building or structure that requires a building permit erected after the effective date of this ordinance.

Section 8-6.112.030 B. In the table under minimum width for 5-50 units add 5' walkway on one side.

Section 8-6.144.050 add the word maximum behind 250 square foot under the commercial and industrial signs.

The motion was passed unanimously.

4. Public Comment. None.

5. Adjournment. Chair Bouchard adjourned the meeting at 7:45 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

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Todd Bouchard, Chair

Hood River County Sheriff's Office
Statistical Information
City of Cascade Locks
September 2020

Case Numbers associated with Cascade Locks

Case #	Date	Deputy	Call Type
S200635	09/05/2020	10	THEFT
S200645	09/07/2020	10	DIST
S200651	09/10/2020	21	TC
S200655	09/12/2020	16	SUSP
S200667	09/20/2020	28	MVC
S200670	09/21/2020	10	DOM
S200672	09/22/2020	16	SUSP
S200677	09/24/2020	21	PROWLER
S200684	09/25/2020	10	SUSP
S200696	09/29/2020	21	ASLT
S200698	09/30/2020	18	BURG

Total **11**

Total Number of Cascade Locks patrols **51**

Total Calls for Service
(includes followup, OFCR initiated, agency assist, SAR, etc.) **84**

Hours worked by Deputy Plese (10) **44.62 hrs**
Per collective bargaining agreement: **40 hrs vacation**
30 hrs training

Hours worked by other personnel **34.53 hrs**

Brian Rockett, Undersheriff

Call Type Breakdown

3	911
3	AC
1	ALARM
1	AOA
3	ASLT
2	ASSIST
1	BURG
0	CIVIL
2	DIST
2	DOM
0	DRUG
1	FU
4	HARA
0	HR
1	HV
2	INFO
1	JUV
2	MAR
0	MENT
3	MP
0	MSG
1	MVC
0	NUIS
8	OFCR
1	PROP
1	PROW
3	PS
1	RFA
0	SAR
0	SEX
0	SUBJ STOP
1	SUIC
10	SUSP
0	SV
4	TA
4	TC
4	THEFT
2	TRES
0	VAND
7	VEH STOP
1	WEAP
2	WELF
0	WS
2	XPATROL
84	**Total**