



CITY OF
JOHN DAY

CITY COUNCIL MEETING AGENDA
Tuesday May 14, 2024, 6:30 pm
John Day Fire Station
316 S Canyon Blvd, John Day, OR 97845
(541)575-0028 www.cityofjohnday.com

This meeting is open to the public. This agenda includes a list of the principal subjects anticipated to be considered at the meeting. However, the agenda does not limit the ability of the Council to consider additional subjects. Meetings may be canceled without notice. Zoom Meeting participants should use the "raise your hand" feature during these times to alert the moderator that they would like to speak.

Join Zoom Meeting

City of John Day is inviting you to a scheduled Zoom meeting.

<https://zoom.us/j/95867942253?pwd=dHE5c3djSEx4OFBuZndPQU5HMGN3QT09>

Meeting ID: 958 6794 2253

Passcode: 776959

Executive Session: 5:00 pm.

ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.

ORS 192.660(2)(e) To conduct deliberations designated by the governing body to negotiate real property transactions.

Call to Order: Regular Meeting 6:30 pm.

1. Call John Day City Council Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Amend or Accept Regular Agenda

5. Public Comments (Please Limit to 3 Minutes)

Public Comments are an opportunity to present information or speak on an issue that is not on the agenda. Comments are limited to 3 minutes for each person. Visitors may state their comments and should not expect the council to engage in back and forth dialogue regarding the comment, council may either choose to add it to a follow up meeting or direct City Manager to follow up with the speaker.

6. Consent Agenda

All matters listed within the Consent Agenda have been distributed to every member of the City Council for reading and study, are considered routine, and will be enacted by one motion of the Council. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- a. Accounts Payable through May 2, 2024
- b. Minutes of April 23, 2024

7. Public Hearing: CUP01-24; Accessory structure over 14' in height
8. Public Hearing: CUP02-24; Accessory structure over 14' in height
9. Presentation and funding request by Grant Union HS FBLA Students competing at Nationals
10. Presentation and request by Grant County Little League
11. Approval of contract with Grant Soil and Water Conservation District for Juniper removal on public ROW – city owned property.
12. Approval of proposal for audit services with Zwycart John & Associates CPA's, PLLC and direct staff to execute a 3-year contract for services.
13. 433 Patterson Bridge Lease Discussion
14. Ducote Consulting update; Approval of contract amendment
15. Appointment of budget committee members and budget officer
16. City Manager Comments
17. Mayor and Council Comments
18. Adjournment: Next Meeting May 28, 2024

City of John Day
 Check/Voucher Register
 From 4/16/2024 Through 5/2/2024

<u>Document Number</u>	<u>Effective Date</u>	<u>Name</u>	<u>Transaction Amount</u>
			0.00
Total No Document Number			0.00
74073	4/16/2024	OREGON WATER RESOURCES DEPT	0.00 125.00
Total 74073			125.00
74074	4/16/2024	OREGON WATER RESOURCES DEPT	230.00
Total 74074			230.00
74075	4/16/2024	OREGON WATER RESOURCES DEPT	4,020.00
Total 74075			4,020.00
750023	4/17/2024	ED STAUB & SONS PROPANE	758.85
Total 750023			758.85
750024	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	20.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	32.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	16.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	16.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	16.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	60.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	5,700.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	40.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	9,300.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	960.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	360.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	60.00
	4/17/2024	BRYANT, LOVLIE, & JARVIS, PC.	240.00
Total 750024			16,820.00
750027	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	91.46
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	847.24
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	129.04
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	47.00
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	63.62
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	390.03
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	1,857.22
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	57.17
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	75.33
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	38.68
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	38.68
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	105.50
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	67.12
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	313.11
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	219.55
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	1,434.82

City of John Day
Check/Voucher Register
From 4/16/2024 Through 5/2/2024

<u>Document Number</u>	<u>Effective Date</u>	<u>Name</u>	<u>Transaction Amount</u>
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	170.00
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	68.95
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	170.00
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	51.70
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	80.52
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	62.43
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	388.91
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	138.79
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	245.00
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	51.75
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	72.94
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	97.28
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	132.41
	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	<u>62.57</u>
Total 750027			7,568.82
750028	4/17/2024	SISUL ENGINEERING	<u>270.00</u>
Total 750028			270.00
750029	4/17/2024	MASON BRUCE & GIRARD	<u>90.06</u>
Total 750029			90.06
750030	4/17/2024	TEC COPIER SYSTEMS LLC	<u>72.76</u>
Total 750030			72.76
750031	4/17/2024	BOX R WATER ANALYSIS	<u>211.60</u>
Total 750031			211.60
750032	4/17/2024	Baker County Pest Control LLC	<u>185.00</u>
Total 750032			185.00
750033	4/17/2024	Rueben Law Enforcement Consult	<u>5,385.00</u>
Total 750033			5,385.00
750034	4/17/2024	OREGON TRAIL ELECTRIC CO-OP	<u>47.91</u>
Total 750034			47.91
750035	4/23/2024	SAVANNAH LOVELL	<u>383.50</u>
Total 750035			383.50
750036	4/24/2024	US POSTMASTER	<u>1,000.00</u>
Total 750036			1,000.00
750037	4/29/2024	ACS - ADVANCED CONTROL SYSTEMS	207.50
	4/29/2024	ACS - ADVANCED CONTROL SYSTEMS	<u>207.50</u>

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 From 4/16/2024 Through 5/2/2024

<u>Document Number</u>	<u>Effective Date</u>	<u>Name</u>	<u>Transaction Amount</u>
Total 750037			415.00
750038	4/29/2024	GRANT SWCD WEED CONTROL	42.00
Total 750038			42.00
750039	4/29/2024	HUTCH'S PRINTING	153.00
Total 750039			153.00
750040	4/29/2024	TRIANGLE OIL	446.12
	4/29/2024	TRIANGLE OIL	455.85
	4/29/2024	TRIANGLE OIL	1,187.26
Total 750040			2,089.23
750041	4/29/2024	SISUL ENGINEERING	9,190.00
	4/29/2024	SISUL ENGINEERING	3,920.00
	4/29/2024	SISUL ENGINEERING	1,280.00
	4/29/2024	SISUL ENGINEERING	7,557.50
	4/29/2024	SISUL ENGINEERING	6,345.00
	4/29/2024	SISUL ENGINEERING	3,540.00
	4/29/2024	SISUL ENGINEERING	3,100.00
Total 750041			34,932.50
750042	4/29/2024	VERIZON	128.33
	4/29/2024	VERIZON	42.60
	4/29/2024	VERIZON	42.60
Total 750042			213.53
750043	4/29/2024	CONSOLIDATED SUPPLY COMPANY	352.36
	4/29/2024	CONSOLIDATED SUPPLY COMPANY	47.25
Total 750043			399.61
750044	4/29/2024	KERNS BROTHERS	4,762.00
Total 750044			4,762.00
750045	4/29/2024	AMAZON CAPITAL SERVICES, INC.	26.03
	4/29/2024	AMAZON CAPITAL SERVICES, INC.	26.48
	4/29/2024	AMAZON CAPITAL SERVICES, INC.	22.99
	4/29/2024	AMAZON CAPITAL SERVICES, INC.	22.99
Total 750045			98.49
750046	4/29/2024	PITNEY BOWES	56.51
	4/29/2024	PITNEY BOWES	56.51
	4/29/2024	PITNEY BOWES	38.35
	4/29/2024	PITNEY BOWES	10.09
Total 750046			161.46

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Check/Voucher Register
From 4/16/2024 Through 5/2/2024

<u>Document Number</u>	<u>Effective Date</u>	<u>Name</u>	<u>Transaction Amount</u>
750048	5/2/2024	AMERIFORMS	225.75
	5/2/2024	AMERIFORMS	225.75
	5/2/2024	AMERIFORMS	<u>225.75</u>
Total 750048			677.25
750049	5/2/2024	BOX R WATER ANALYSIS	50.00
	5/2/2024	BOX R WATER ANALYSIS	<u>50.00</u>
Total 750049			100.00
750050	5/2/2024	CLARK'S DISPOSAL	72.57
	5/2/2024	CLARK'S DISPOSAL	36.28
	5/2/2024	CLARK'S DISPOSAL	<u>36.28</u>
Total 750050			145.13
750051	5/2/2024	DEQ FINANCIAL SERVICES LBX4244	<u>197.60</u>
Total 750051			197.60
750052	5/2/2024	DUCOTE CONSULTING, LLC	7,131.25
	5/2/2024	DUCOTE CONSULTING, LLC	1,950.00
	5/2/2024	DUCOTE CONSULTING, LLC	1,612.50
	5/2/2024	DUCOTE CONSULTING, LLC	2,250.00
	5/2/2024	DUCOTE CONSULTING, LLC	<u>1,500.00</u>
Total 750052			14,443.75
750053	5/2/2024	ED STAUB & SONS PROPANE	313.78
	5/2/2024	ED STAUB & SONS PROPANE	313.78
	5/2/2024	ED STAUB & SONS PROPANE	<u>313.77</u>
Total 750053			941.33
750054	5/2/2024	ENVIRONMENTAL SYSTEMS RESEARCH	202.50
	5/2/2024	ENVIRONMENTAL SYSTEMS RESEARCH	202.50
	5/2/2024	ENVIRONMENTAL SYSTEMS RESEARCH	202.50
	5/2/2024	ENVIRONMENTAL SYSTEMS RESEARCH	<u>202.50</u>
Total 750054			810.00
750055	5/2/2024	GASLIN ACCOUNTING CPAS PC	1,496.75
	5/2/2024	GASLIN ACCOUNTING CPAS PC	1,496.75
	5/2/2024	GASLIN ACCOUNTING CPAS PC	1,496.75
	5/2/2024	GASLIN ACCOUNTING CPAS PC	<u>1,496.75</u>
Total 750055			5,987.00
750056	5/2/2024	GRANT SWCD WEED CONTROL	<u>2,889.15</u>
Total 750056			2,889.15
750057	5/2/2024	IDEXX DISTRIBUTION, INC.	<u>450.69</u>

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 Check/Voucher Register
 From 4/16/2024 Through 5/2/2024

<u>Document Number</u>	<u>Effective Date</u>	<u>Name</u>	<u>Transaction Amount</u>
Total 750057			450.69
750058	5/2/2024	JACK YOUNG	<u>9,305.24</u>
Total 750058			9,305.24
750059	5/2/2024	JOHN DAY FIREFIGHTERS ASSOC	<u>670.00</u>
Total 750059			670.00
750060	5/2/2024	NORTH RIVER ELECTRIC INC.	<u>1,234.65</u>
Total 750060			1,234.65
750061	5/2/2024	OREGON HEALTH AUTHORITY - OHA	<u>1,125.00</u>
Total 750061			1,125.00
750062	5/2/2024	OREN WYSS	<u>166.40</u>
Total 750062			166.40
750063	5/2/2024	QUILL CORPORATION	<u>35.99</u>
Total 750063			35.99
750064	5/2/2024	SALLY KNOWLES PROPERTIES	<u>3,343.13</u>
Total 750064			3,343.13
750065	5/2/2024	USA BLUEBOOK	<u>1,177.09</u>
Total 750065			1,177.09
750066	5/2/2024	WELLS FARGO FINANCIAL LEASING	<u>200.13</u>
Total 750066			200.13
Report Total			<u><u>124,334.85</u></u>

CITY OF JOHN DAY
CITY COUNCIL MINUTES APRIL 23, 2024

COUCILORS PRESENT:

David Holland, Councilor
Chris Labhart, Councilor
Eric Bush, Councilor
Edwin Newby, Councilor
Ron Phillips, Councilor
Sherrie Rininger, Council President

COUNCILORS ABSENT

STAFF PRESENT:

Melissa Bethel, City Manager
Rob Gaslin – Contract Finance
Nick Ducote—Contract grant writer &
administrator
Doug Argo- Contract Engineer (remote)

Agenda Item No. 1—Call Meeting to Order

The City Council meeting was called to order at 6:30 pm.

Agenda Item No. 2—Pledge of Allegiance

The City Council stood for the Pledge of Allegiance.

Agenda Item No. 3—Roll Call and Attendance

All councilors were present.

Agenda Item No. 4—Amend or Accept Regular Agenda

Councilor Labhart made a motion to approve the agenda as presented. The motion was seconded by Councilor Bush and passed unanimously.

Agenda Item No. 5—Public Comments

Shannon Adair: Ms. Adair stated the March 26th minutes included a statement regarding the budget and feels not enough context was offered. In the future she asks that only specific statements are made. Adair asked if there is going to be a response to the grievance letter that was sent.

John Rowell: Mr. Rowell would like to thank the city council, city manager and employees for all of their patience and hard work.

King Williams: Mr. Williams asked about the suspension of the URA. He said it seems to have been done without the consideration of the ordinances, by-laws or agreement associated with the URA. Williams said there are legally binding agreements that were signed by everyone which are not being followed. He asked if the City is having their budget adequately funded for a class action lawsuit.

Heather Swank: Swank would like to thank the City Council for watching out for the financial security of the City.

Jim Spell: Mr. Spell addressed public comments that are made at Council meetings. He would like to see Council start answering the public's questions and concerns.

Josh Walker: Mr. Walker said he was surprised by the URA suspension announcement. He asked why there hasn't been a URA meeting scheduled to actually discuss this and go through the process so that the public is aware. He stated there are a lot of people out there that are affected and concerned by this.

Agenda Item No. 6—Consent Agenda

Items on the consent agenda for approval:

- a) Accounts Payable through April 9, 2024
- b) Minutes of March 26, 2024

Councilor Bush moved to accept the consent agenda as presented. The motion was seconded by Councilor Newby and passed unanimously.

Agenda Item No. 7—Hope 4 Paws presentation and donation request

Paul Smith gave a presentation on some of Hope 4 Paws 2023 highlights. Smith asked Council to consider a donation of \$1 per person (per city population) but any contribution would be appreciated. Councilor Labhart declared a conflict of interest because he is on the board of Hope 4 Paws. Council came to a consensus to work this donation into the budget.

Agenda Item No. 8—Approval of Agreement for Grant County Farmers Market to use the “Pit Stop”
Councilor Holland made a motion to allow Grant County Farmers Market to use the “Pit Stop”. The motion was seconded by Councilor Bush and passed unanimously.

Agenda Item No. 9—Approval of draft RFP for Water and Wastewater Utility Rate Study and SDC methodology update

Bethel advised the study is needed to adequately assess the cost of the services. It is likely that water and sewer rates will go up, how much they increase will be determined by this rate study.

Councilor Bush moved that Council directs the City Manager in publishing the RFP for the rate study. The motion was seconded by Councilor Phillips and passed unanimously.

Agenda Item No. 10—Ducote Consulting update

Ducote gave an update on the Treatment Plant. The biological opinion from USFWD was received regarding the sewer plant. With that being finished Ducote will be able to finish his overall environmental assessment. The Purple Pipe Project is currently on hold. No end user agreement has been negotiated for the western run of the Purple Pipe.

Councilor Holland believes negotiations with Malheur Lumber would be more beneficial than running the Purple Pipe East. Councilor Holland asked Argo if there would be adequate funds if the pipe were to go all the way to Malheur Lumber. The tank was moved to the Waste Water project. With the tank being taken out, Argo stated that there should be adequate funding to get down to Malheur Lumber.

The grant will expire at the end of this year. Ducote needs to know if council wants to go out to bid on this project without an agreement from Malheur Lumber. Councilor Holland and Bethel will meet with Malheur Lumber and DEQ before next meeting to try to come to an agreement.

The City now has a City Manager so Ducote retracted his recommendation for a Citizen Advisory Committee.

- a. 241 W Main building; EDA/Cybermill discussion

The City has been awarded the \$65,00 Broadband Technical Assistance Grant from Business Oregon. Ducote suggests the City reach out to the broadband project consultants to resume the broadband engineering, legal and administrative work.

If the City uses EDA grant funds for reimbursement of the Cybermill purchase or for the renovation and construction, then there will be a 20-year lien activated on the property. If the City decides to remove the Cybermill from the EDA project, Ducote stated that Richard Moore from EDA was fairly confident that EDA would allow the City to use those funds for the broadband project. Didget McCracken gave a presentation regarding the Cybermill building at 241 W Main Street. It would be helpful for them if the City no longer had ownership of this building. The sooner this can happen, the sooner they can work on finishing this project. Bethel will move forward on getting a clear direction on how to proceed, then bring it back to Council.

Agenda Item No. 11—Gaslin LLC financial update

Gaslin gave a financial update on the City and the amount of cash the City has as of today. There have been unexpected expenditures which have been very large. The obligation that the City knows of coming up are debt services before June 1st, back invoices from projects that were closed out years ago, ongoing URA applications, and Caselle which is the new software the City is changing to.

Bethel elaborated on the URA and wanted to make it clear it is not a suspension on the URA but a pause until after budget is finished and the City is more aware of where they are financially.

There is 25% remaining in the budget. There are a couple new over expenditures which need to be addressed during this year's budget process. Council needs to appoint Budget Committee Members and the calendar needs to be approved.

Agenda Item No. 12—City Manager Comments

Bethel attended a small city meeting for the LOC in Sumpter which was well attended. She reminded Council May 14th agenda will be large. She thanked the City employees for all of the work they do. The City is getting ready to switch to Caselle and will be starting that within the next couple months.

Agenda Item No. 13—Mayor and Council Comments

Heather Rookstool: Rookstool brought up a statement that was made by Myers at the last Council meeting about a payment that was not made due to the fact it sat on the Mayors desk. Myers wasn't present at the meeting to retract that statement.

Councilor Rininger reminded everyone to have their facts straight when they make public comments because it does go on record. She also thanked Bethel for all of her hard work.

Councilor Labhart stated that Senator Wyden announced that Grant County was awarded over 3 million dollars in forest receipts.

Councilor Holland wanted to reiterate on the publics questions and concerns that have been brought up not being answered. He asks that the publics questions and concerns be answered.

Adjourn:

There being no further business before council the meeting was adjourned. The next regular scheduled meeting is May 14, 2024

Melissa Bethel, CM



STAFF REPORT
Peter R Teague Trust CUP 01-24

Date Submitted: May 6, 2024
Agenda Date Requested: May 14, 2024
To: John Day City Council
From: Henry Hearley, Associate Planner, Lane Council of Governments
Subject: Staff report for CUP 01-24
Location: Tax Lot 2200 on Map 13S-31-25

Type of Action Requested

<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Formal Action	<input type="checkbox"/>	Report Only

1. BACKGROUND

Applicant is seeking approval of a conditional use permit to build an accessory structure in excess of 14' in height. An accessory structure taller than 14' is permitted in the underlying zone as a conditional use. The subject property is located 822 East Main Street in John Day. The property is zoned residential-general. The property is currently occupied with a residential use and contains a residential dwelling. See applicant site plan with proposed footprint of accessory structure below as Figure 1.

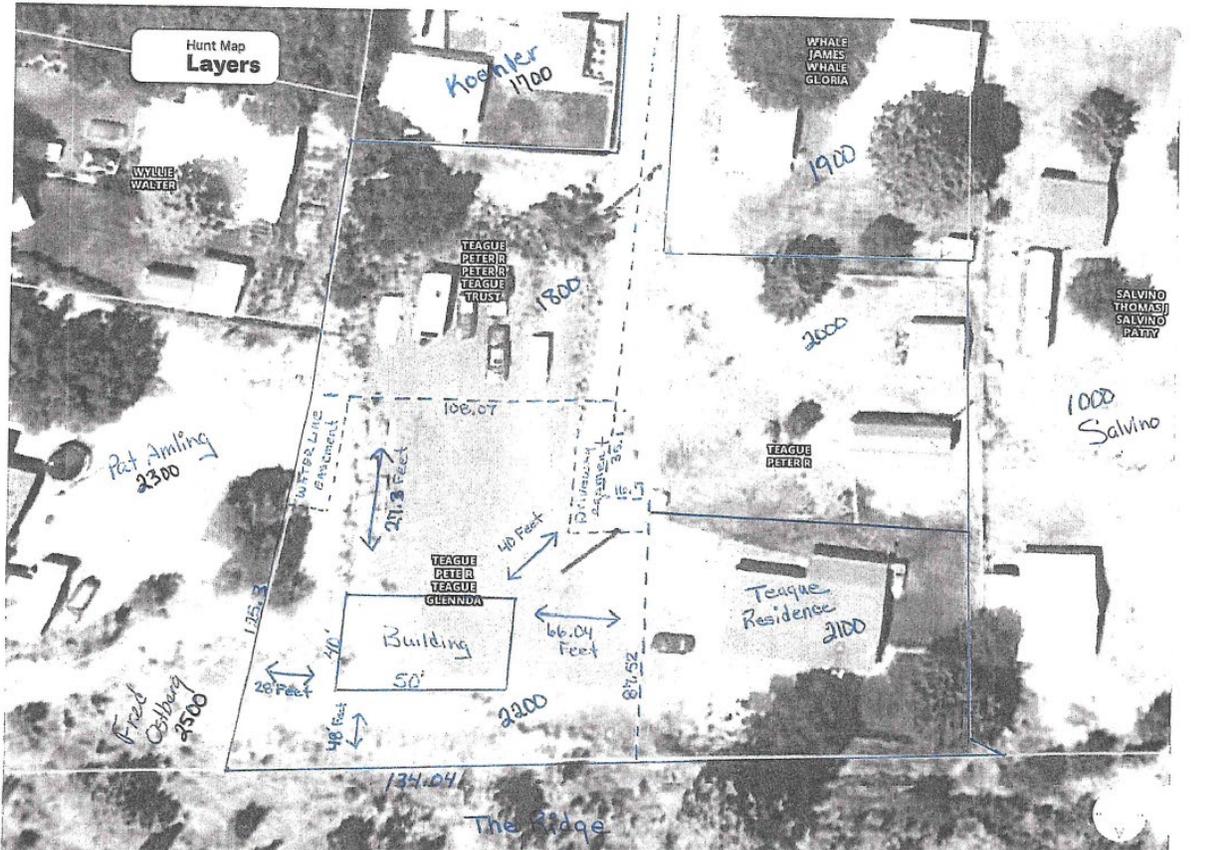


Figure 1. Applicant site plan. Accessory building located west of primary residence.

2. APPLICABLE CRITERIA

Consistent with the John Day Development Code, a conditional use shall be processed as a Type III land use review. A Type III application is reviewed by the John Day Planning Commission at a duly noticed public hearing. However, in this case, the John Day Planning Commission is still in the process of being stood back up. Therefore, the John Day City Council will hear the application.

As seen in Figure 2, below, an accessory structure taller than 14’ is a conditionally permitted use.

Other Categories				
Accessory Structures (with a permitted use)				
- no taller than 14 ft. and no larger than 1,000 square feet of building footprint	P	P	P	
- taller than 14 ft. or larger than 1,000 square feet of building footprint	CU	CU	CU	

Figure 2 Excerpt from Table 5-2.2.020 of the John Day Development Code.

The applicable approval criteria for a conditional use permit are found in 5-4.4.040 Conditional Use Permits -Criteria, Standards and Conditions of Approval. Therefore, staff now turn to a review and discussion of the application against the applicable approval criteria.

5-4.4.040 Conditional Use Permits - Criteria, Standards And Conditions Of Approval

The City shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of the standards and criteria in A-C.

A. Use Criteria

1. The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic considerations;

Proposed Staff Finding: The applicant has stated in their written narrative that the proposed accessory structure, at a height in excess of 14', will not have negative impacts on adjacent properties. The proposed height of the accessory structure is 17' - three feet over the 14' maximum. A height of 17' is necessary to accommodate the doors that will be attached to the structure and serve as the structure's primary entrance. Based on the applicant's site plan, the proposed accessory structure will be located a minimum of 28' and a maximum of 48' from adjacent property lines, so staff agree with the applicant's assertion that the accessory structure will not have negative impacts on adjacent properties due to its sizeable distance from adjacent properties and an increase of three feet in height to accommodate doors is a modest increase. The property is not within the floodplain.

2. The negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other Code standards, or other reasonable conditions of approval; and

Proposed Staff Finding: The City Council, if it chooses to do so, can attach conditions of approval to this conditional use permit to mitigate impacts on adjacent properties.

3. All required public facilities have adequate capacity or are to be improved to serve the proposal, consistent with City standards.

Proposed Staff Finding: The applicant has stated that the proposed accessory structure will not be connected to any public facilities. Therefore, whether there is adequate capacity will not be a factor.

4. A conditional use permit shall not allow a use that is prohibited or not expressly allowed under Article 5-2; nor shall a conditional use permit grant a variance without a variance application being reviewed with the conditional use application.

Proposed Staff Finding: An accessory structure is permitted in the underlying zone. Therefore, granting of a conditional use permit will not authorize a use that is prohibited.

3. STAFF RECOMMENDATION

Staff find the proposed conditional use permit to permit an accessory structure greater than 14' in height meets the applicable approval criteria and may be approved by the City Council.

Approval is contingent upon the following conditions of approval:

#1: The conditionally permitted use is limited to what's seen on the applicant's approved site plan. Any enlargement outside of the scope of the approved site plan and building plans shall constitute a new conditional use and applicant shall re-apply for a new conditional use permit.

#2: Applicant shall obtain all necessary building permits through Grant County Building Department.

4. ATTACHMENTS

Attachment A – Applicant Materials

Attachment B – Notice Materials

Attachment C – Referral Comments



CITY OF
JOHN DAY

Conditional Use Application

Applicant: Pete Teague Phone: 541-620-0841 Email: proowler.pete@yahoo.com

Property Owner(s): Peter R Teague Trust - Pete and Glenda Teague

Property Address: 822 East Main Street

Township, Section, Range, and Tax Lot: 1353125 TL 2200

Zone: RG Lot size: .35 Acre

Existing Use: Bare Lot - Parking

Proposed Structure: 40 x 50 x 17

Proposed Use: Accessory Building

Proposed Front Setback: 66.04' Proposed Rear Setback: 28'

Proposed Side Setbacks: 48.0' and 27.3'

Additional Information: The building will have 14' doors so the building will need to have 17' eaves to accommodate the doors

Reason for Exceeding Code Requirements: Building exceeds the 14' height restrictions



CITY OF
JOHN DAY

Review Criteria

Planning staff may require the following information if applicable:

- Existing site conditions
- Site plan
- Preliminary grading plan
- Landscape Plan
- Architectural drawings of all structures
- Drawings of all proposed signs
- A copy of all existing and proposed restrictions or covenants
- Other information deemed necessary under section 5-4.4.040

Conditions of Approval

The City shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of the standards and criteria in A-C.

A. Use Criteria

1. The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic considerations;
2. The negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other Code standards, or other reasonable conditions of approval; and
3. All required public facilities have adequate capacity or are to be improved to serve the proposal, consistent with City standards.
4. A conditional use permit shall not allow a use that is prohibited or not expressly allowed under Article 5-2; nor shall a conditional use permit grant a variance without a variance application being reviewed with the conditional use application.

B. Site Design Standards. The Site Design Review approval criteria (Section 5-4.2.060) shall be met. The Planning Official may waive the application requirements for Site Design Review upon determining that the Conditional Use Permit application provides sufficient information to evaluate the proposal.



CITY OF
JOHN DAY

- C. **Conditions of Approval.** The City may impose conditions that are found necessary to ensure that the use is compatible with other uses in the vicinity, and that the negative impact of the proposed use on the surrounding uses and public facilities is minimized. These conditions include, but are not limited to, the following:
1. Limiting the hours, days, place and/or manner of operation;
 2. Requiring site or architectural design features which minimize environmental impacts such as noise, vibration, exhaust/emissions, light, glare, erosion, odor and/or dust;
 3. Requiring larger setback areas, lot area, and/or lot depth or width;
 4. Limiting the building or structure height, size, lot coverage, and/or location on the site;
 5. Designating the size, number, location and/or design of vehicle access points or parking and loading areas;
 6. Requiring street right-of-way to be dedicated and street(s), sidewalks, curbs, planting strips, pathways, or trails to be improved;
 7. Requiring landscaping, screening, drainage, water quality facilities, and/or improvement of parking and loading areas;
 8. Limiting the number, size, location, height and/or lighting of signs;
 9. Limiting or setting standards for the location, design, and/or intensity of outdoor lighting;
 10. Requiring berms, screening or landscaping and the establishment of standards for their installation and maintenance;
 11. Requiring and designating the size, height, location and/or materials for fences;
 12. Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, drainage areas, historic resources, cultural resources, and/or sensitive lands;
 13. Requiring the dedication of sufficient land to the public, and/or construction of pedestrian/bicycle pathways in accordance with the adopted plans, or requiring the recording of a local improvement district non-remonstrance agreement for the same. Dedication of land and construction shall conform to the provisions of Chapter 5-3.1, and Section 5-3.1.030 in particular;
 14. Establish a time table for periodic review and renewal, or expiration, of the conditional use to ensure compliance with conditions of approval; such review may be subject to approval by the Planning Official or Planning Commission through a Type II Administrative Review or Type III Quasi-Judicial process at the discretion of the decision making body.



CITY OF
JOHN DAY

Signatures

Note: All owners must sign this application or submit a letter of consent authorizing another individual to submit application. Incomplete or missing information may delay the review process.

Owner: Pete R Teague Date: 2-6-2024

Owner: Glenneta Teague Date: 2-6-24

For Office Use Only

Date Stamp:

Received By: _____

Required Fee: \$ _____ **Date Received:** _____ **120 Day Deadline:** _____

Hunt Map
Layers

WYLLIE
WALTER

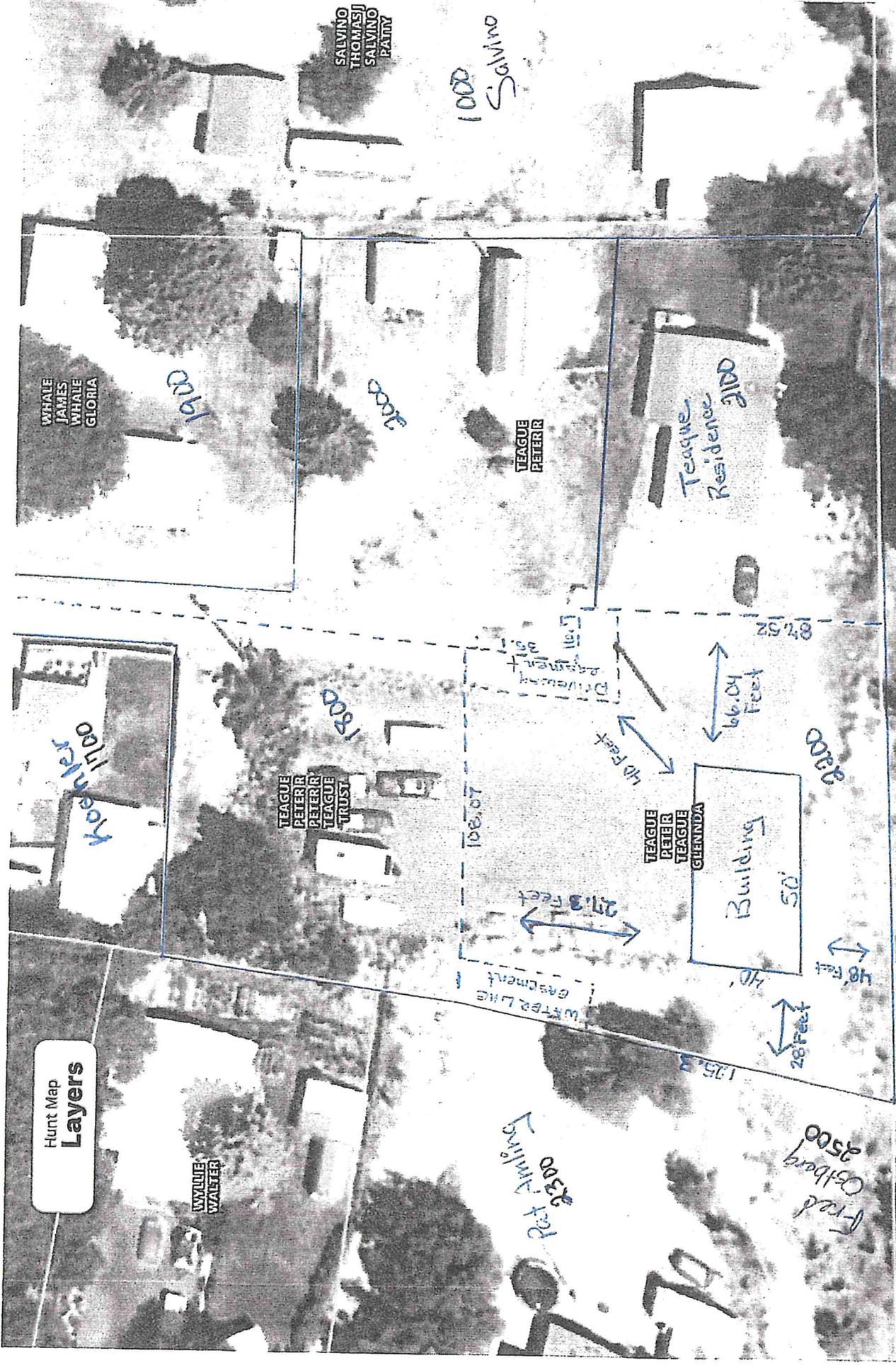
Pat Amling
3300

Fred
Osberg
3500

13404

The Ridge

Highway 210



WHALE
JAMES
WHALE
GLORIA

1900

SALVINO
THOMASJJ
SALVINO
PATNY

1000
Salvino

3000

TEAGUE
PETER

Teague
Residence
3100

87.52

Driveway
Easement
51'

66.04
Feet

40 Feet

3000

Koenig
1700

1400

TEAGUE
PETER
PETER
TEAGUE
TRUST

106.07

27.3 Feet

TEAGUE
PETER
TEAGUE
GLENDA

Building
50'

48 Feet

Water Line
Easement

28 Feet

135.3

Mahogany Ridge Properties

601 South Canyon Blvd

John Day Oregon 97845

Fred Ostberg

710 S E Hillcrest Rd

John Day Oregon 97845

Patricia Amling

59599 Hwy 26

John Day Oregon 97845

Walter Wyllie

803 East Main Street

John Day Oregon 97845

Shelly Murphy-Whale

806 East Main Street

John Day Oregon 97845

Michael and Bethany Koehler

818 East Main Street

John Day Oregon 97845

Gloria Whale-ETAL

Michael Whale

Shelly Murphy

830 East Main Street

John Day Oregon 97845

Thomas and Patty Salvino

846 East Main Street

John Day Oregon 97845

William and Beverly Davis

David Scott Michale

56767 Izee-Paulina Lane

Canyon City Oregon 97820

Travis and Tammie Piercy

858 East Main Street

John Day Oregon 97845

LAND PARTITION PLAT NO. 2024-01

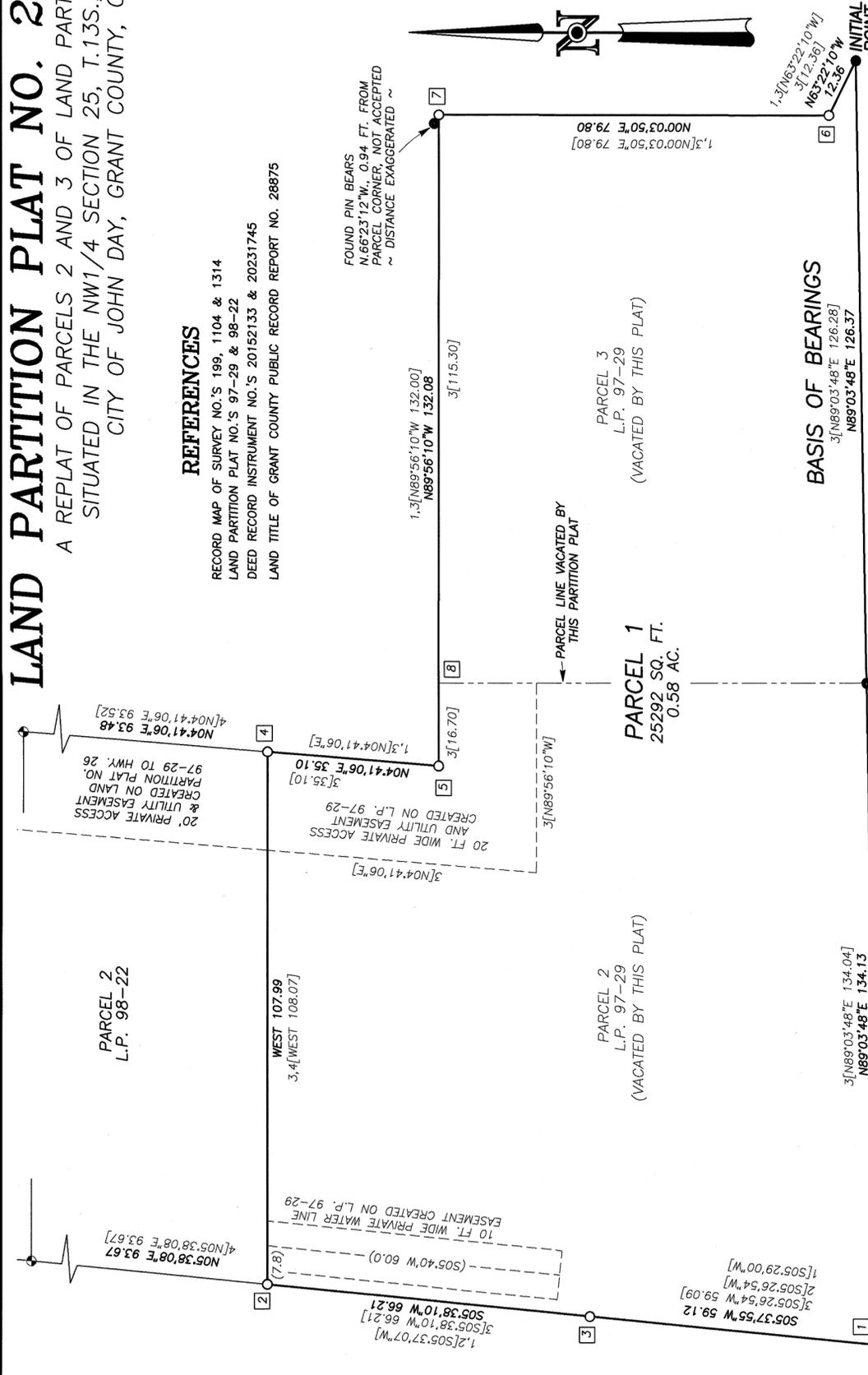
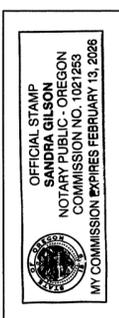
A REPLAT OF PARCELS 2 AND 3 OF LAND PARTITION NO. 97-29 SITUATED IN THE NW1/4 SECTION 25, T.13S., R.31E., W.M., CITY OF JOHN DAY, GRANT COUNTY, OREGON

SURVEYOR'S CERTIFICATE
 I, MICHAEL C. SPRINGER, PROFESSIONAL LAND SURVEYOR, REGISTERED IN THE STATE OF OREGON, HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS, THE BOUNDARY OF THIS SINGLE PARCEL LAND PARTITION, SAID LAND PARTITION BEING SITUATED IN THE NW1/4 SECTION 25, T.13S., R.31E., W.M., GRANT COUNTY, OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 PARCEL 1 AND PARCEL 2 OF LAND PARTITION NO. 97-29, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 30, 1997 IN THE OFFICE OF THE GRANT COUNTY CLERK.
 I DO HEREBY DESIGNATE THE SOUTHEAST CORNER OF PARCEL 1 OF THIS LAND PARTITION AS THE INITIAL POINT OF THIS PLAT.
 THIS LAND PARTITION CONTAINS 0.58 ACRES, MORE OR LESS.

REFERENCES
 RECORD MAP OF SURVEY NO.'S 199, 1104 & 1314
 LAND PARTITION PLAT NO.'S 97-29 & 98-22
 DEED RECORD INSTRUMENT NO.'S 20192133 & 20231745
 LAND TITLE OF GRANT COUNTY PUBLIC RECORD REPORT NO. 28875

DECLARATION
 KNOW ALL MEN BY THESE PRESENTS THAT I, PETER R. TEAGUE, TRUSTEE OF THE PETER R. TEAGUE TRUST, U/A/D 9/11/2014 AND PETER R. TEAGUE, TRUSTEE OF THE PETER R. TEAGUE TRUST, DO HEREBY DECLARE THAT I AM THE OWNER OF THE LAND DESCRIBED IN THE SURVEYOR'S CERTIFICATE AND THAT I HAVE CAUSED THE SAME TO BE REPLATTED INTO A SINGLE PARCEL IN ACCORDANCE WITH THE PROVISIONS OF ORS CHAPTER 92, AS SHOWN HEREON.

Peter R. Teague
 PETER R. TEAGUE, TRUSTEE
ACKNOWLEDGMENT
 STATE OF OREGON)
 COUNTY OF GRANT) SS
 THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON Jan 29, 2024,
 BY Peter R. Teague
 NOTARY PUBLIC FOR OREGON
 MY COMMISSION EXPIRES 2/13/2026



BASIS OF BEARINGS
 3[N89°03'48"E 126.28]
 N89°03'48"E 126.37

APPROVALS
 APPROVED THIS 29 DAY OF January, 2024.
[Signature]
 GRANT COUNTY SURVEYOR

LEGEND

- FOUND 5/8" IRON PIN WITH ATTACHED RED PLASTIC CAP MARKED CORNERSTONE SURVEYING INC FROM L.P. 97-29
- FOUND 5/8" IRON PIN WITH ATTACHED RED PLASTIC CAP MARKED CORNERSTONE SURVEYING INC FROM L.P. 98-22
- FOUND 5/8" IRON PIN FROM SURVEY NO. 199
- SET 5/8"x30" IRON PIN WITH ATTACHED YELLOW PLASTIC CAP MARKED BENCHMARK SURVEYING
- 1[] RECORD BEARING AND DISTANCE: SURVEY NO. 1104
- 2[] RECORD BEARING AND DISTANCE: SURVEY NO. 1314
- 3[] RECORD BEARING AND DISTANCE: L.P. 97-29
- 4[] RECORD BEARING AND DISTANCE: L.P. 98-22
- L.P. LAND PARTITION
- # CORNER MONUMENT REFERENCED IN NARRATIVE

NARRATIVE

THIS PLAT WAS PREPARED AT THE REQUEST OF PETER TEAGUE, TRUSTEE OF THE PETER R. TEAGUE TRUSTS AND OWNER OF THE LAND DESCRIBED IN DEED INSTRUMENT NUMBERS 20192133 AND 20231745, DEED RECORDS OF GRANT COUNTY, OREGON. THE PURPOSE OF THIS PLAT IS TO CONSOLIDATE PARCELS 2 AND 3 OF LAND PARTITION NO. 97-29 INTO A SINGLE PARCEL.
 A SEARCH WAS MADE OF AVAILABLE RECORDS PERTAINING TO THIS PROJECT. I FOUND RECORD SURVEY NUMBERS 199, 1104, 1314 AND LAND PARTITION PLAT NO.'S 97-29 AND 98-22.
 I BEGAN THIS SURVEY BY LOCATING PERTINENT RECORD MONUMENTS FROM THE FOREMENTIONED SURVEYS. UNLESS OTHERWISE NOTED, I ACCEPT THE FOUND PINS SHOWN HEREON. THE RECORD PINS ALONG THE WEST LINE OF PARCEL 2, L.P. 97-29 WERE DESTROYED BY EARTH MOVING ACTIVITIES. I SEARCHED FOR BUT WAS UNABLE TO RECOVER THE RECORD PINS AT THE CORNERS 4, 5 AND 8. I HAD LOCATED THESE PINS FOR A PRIOR SURVEY AND THE ELEVATION DIFFERENCE BETWEEN THE RECORD LOCATION AND THE EXISTING GROUND IS NOW BETWEEN 2-5 FEET. AT CORNER 7, I FOUND A 5/8" IRON PIN WITH A RED PLASTIC CAP. THIS PIN IS OUT OF POSITION BY NEARLY ONE FOOT, AS SHOWN. I HAVE NO EXPLANATION FOR THE CURRENT LOCATION OF THIS PIN AND IT IS NOT ACCEPTED AS THE PARCEL CORNER.
 I REESTABLISH THE CORNERS OF THE SUBJECT PROPERTY AS FOLLOWS: CORNER 1 IS CALCULATED BY BEARING-BEARING INTERSECTION FROM THE FOUND PINS ON THE SOUTH LINE AND THE FOUND PIN FROM SURVEY NO. 199. CORNER 2 IS PLACED AT RECORD BEARING AND DISTANCE FROM THE FOUND PIN AT THE NORTHWEST CORNER OF PARCEL 2, L.P. 98-22. CORNER 3 IS PLACED AT RECORD BEARING AND DISTANCE FROM PREVIOUSLY ESTABLISHED CORNER 2. CORNER 4 IS CALCULATED BY A BEARING-BEARING INTERSECTION FROM THE SOUTHWEST AND NORTHEAST CORNERS OF PARCEL 2, L.P. 98-22. CORNER 5 IS PLACED AT RECORD BEARING AND DISTANCE FROM CORNER 4. CORNER 6 IS SET AT RECORD BEARING AND DISTANCE FROM THE FOUND PIN AT THE SOUTHEAST PARCEL CORNER. CORNER 7 IS SET BY BEARING-BEARING INTERSECTION FROM THE NEAREST PINS TO THE WEST AND SOUTH. GOD BLESS AMERICA.

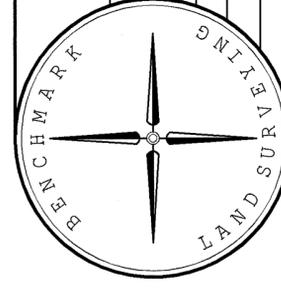
EASEMENTS

1. A PRIVATE EASEMENT, INCLUDING THE TERMS AND PROVISIONS THEREOF FOR CONSTRUCTION AND MAINTENANCE OF TRANSMISSION LINES AND POLES, GRANTED TO WEST COAST POWER COMPANY, NOVEMBER 27, 1943 IN BOOK 46, PAGE 325. NOT PLOTTED; THE DEED DESCRIPTION DOES NOT SPECIFY A WIDTH OR LOCATION.
2. A PRIVATE EASEMENT RECORDED SEPTEMBER 5, 1958 IN BOOK 79, PAGE 436 FROM THE TITLE REPORT DOES NOT PERTAIN TO THE SUBJECT PROPERTY; NOT SHOWN.
3. A PRIVATE ACCESS EASEMENT RECORDED AUGUST 30, 1999 AS INSTRUMENT NO. 992665 FROM THE TITLE REPORT DOES NOT PERTAIN TO THE SUBJECT PROPERTY; NOT SHOWN.
4. A 20 FOOT WIDE PRIVATE ACCESS AND UTILITY EASEMENT AND A 10 FOOT WIDE PRIVATE WATER LINE EASEMENT; BOTH CREATED ON LAND PARTITION PLAT NO. 97-29, AS SHOWN.
5. EASEMENTS, RIGHTS OF WAY OR RESERVATIONS AS SAME MAY EXIST OR APPEAR OF RECORD.

BASIS OF BEARINGS
 LAND PARTITION PLAT NO. 97-29
 AS SHOWN

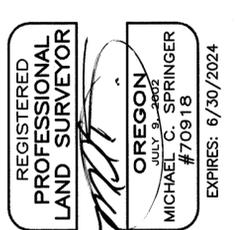
RECEIVED AND FILED
 GRANT COUNTY SURVEYOR

JAN 29 2024
 BY *[Signature]*
 GRANT COUNTY SURVEYOR



BENCHMARK LAND SURVEYING
 217 N. CANYON BLVD., JOHN DAY, OREGON
 541-575-1251 ~ benchmarkk1s.com

A REPLAT
 OF PARCELS 2 AND 3 OF LAND PARTITION NO. 97-29
 SITUATED IN THE NW1/4 SECTION 25, T.13S., R.31E., W.M.,
 CITY OF JOHN DAY, GRANT COUNTY, OREGON
 SURVEYED FOR PETER R. TEAGUE
 SURVEYED BY MCS
 SCALE: 1"=20'
 DRAWN BY: MCS
 12/22/2023



TEAGUE

ACCESSORY STRUCTURE

CUP01-24

This accessory structure places no negative impacts on any adjacent properties. There will be no visibility, access or negative aesthetic impacts on the neighboring properties. An accessory structure is permitted in this general residential zone. The conditional use application is to accommodate our request for doors 14 feet in height (3 feet over permitted height) Life experiences have led us to the conclusion that it is better to have doors taller than the expected need, not shorter. Less chance of accidentally damaging the structure when entering or exiting.

Proposed purpose of the accessory structure: House three off road side by sides and accessories, riding lawn mower, tractor and accessories, antique car, model railroad layout, extensive diecast collectable collection, yard tools and miscellaneous household storage.

Square footage of residence: 1456

Square footage of accessory structure: 2000

Square footage of lot: 24580

Peter R Teague Trust

Pete and Glennnda Teague

824 East Main Street

John Day Oregon 97845

Incomplete Land Use Application – 180 Day Completeness Review Process Form

Return Completed Form To:

City of John Day

Mail: 450 East Main Street, John Day, Oregon 97845

Email: bethelm@grantcounty-or.gov

File#: CUP01-24

Completeness review is conducted by the City to ensure all materials necessary for the City review are included with the submittal. The application submittal will be sent to other affected agencies, they may have additional requirements and/or applications necessary for their review process.

Please note: A completeness review is the first step in the Land Use application process. An application that is deemed complete, means all the necessary materials to conduct a review have been supplied by an applicant. It does *not* represent a decision. ORS 227.178 governs completeness of land use applications.

Completeness Review Step (Check ONE box)

- I intend to submit all of the missing or incomplete materials as identified by the City in completeness review. I understand that other agencies may request additional information for the review of the application following the City's completeness review. I understand that according to State law I have up to 180 days from the date the application was submitted to provide the missing or incomplete materials and that after that date, if I have not submitted the missing information, my application will be void. I also hereby agree to allow the City a reasonable period of time for a review and determination of completeness upon submittal of the missing or incomplete materials and the required number of copies.
- I intend to submit some, but not all, of the missing or incomplete materials as identified by the City in completeness review. I understand that according to State law I have up to 180 days from the date the application was submitted to provide the missing or incomplete materials that I intend to submit and that after that date, if I have not submitted the missing information, my application will be void. I also hereby agree to allow the City a reasonable period of time for a review and determination of completeness, upon submittal of the missing or incomplete materials and the required number of copies. The materials I do not intend to submit are those items I have listed on the lines below (attach additional sheets if necessary).
-
-

- I do not intend to submit any of the missing or incomplete materials as identified by the City in the completeness review. I understand that the City will proceed with review of the application materials previously submitted. I also understand that incomplete applications may not provide adequate evidence to demonstrate compliance with applicable criteria and standards. Please deem my application complete as of the date this form is received by the City of John Day Planning Department.

RE TEAGUE

Printed Name of Applicant or Applicant's Representative

03/05/2024

Date

[Signature]

03/05/2024

Date

Signature of Applicant or Applicant's Representative

POLE BUILDING PLANS

BUILDING OWNER: TEAGUE, PETE
 BUILDING LOCATION: 824 E MAIN ST.
 JOHN DAY, OR 97895
 BUILDING DIMENSION: 40X50X17
 ROOF PITCH: 4 IN 12
 ROOF FRAMING SYSTEM: PRE-ENGINEERED TRUSSES BY OTHERS
 ROOF ASSEMBLY: METAL
 WALL ASSEMBLY: METAL
 BUILDING USAGE: PRIVATE SHOP

BUILDING DESIGN CRITERIA

GROUND SNOW LOAD: 30 PSF ROOF DEAD LOAD: 3 PSF
 WIND SPEED: 100 (3 SEC. GUST) WIND EXPOSURE: C
 SEISMIC DESIGN PARAMETERS: S_{ds} : 0.33; S_{d1} : 0.19
 SEISMIC DESIGN CATEGORY: D SEISMIC IMPORTANCE, I: 1.0
 SOIL BEARING PRESSURE: 1500 PSF ON UNDISTURBED SOIL
 RISK CATEGORY: II

BUILDING CODES: 2022 OSSC

GENERAL NOTES

DRAWINGS SHALL BE REVIEWED BY OWNER AND/OR CONTRACTOR PRIOR TO SUBMITTING PLANS TO BUILDING DEPARTMENT AND BUILDING CONSTRUCTION. ANY DISCREPANCIES FOUND SHALL BE REPORTED TO PARKER BUILDINGS, INC. FOR EVALUATION. BEGINNING WORK WITHOUT PROPERLY REVIEWING THESE PLANS SHALL BE AT THE SOLE RISK OF THE OWNER AND/OR CONTRACTOR.

PARKER BUILDINGS, INC. SHALL NOT BE HELD LIABLE FOR ANY COSTS OR DAMAGES INCURRED DUE TO SAID DISCREPANCIES, ERRORS AND/OR OMISSIONS DISCOVERED.

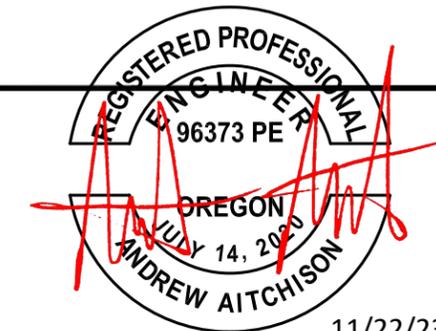
ALL INFORMATION CONTAINED WITHIN THESE DRAWINGS ARE INTENDED TO MEET OR EXCEED 2022 OSSC. ALL DESIGN CRITERIA

ALL WORK SHALL CONFORM TO ALL LOCAL, STATE AND NATIONAL CODES.

CONSTRUCTION NOTES

- STRUCTURAL CONCRETE FOR SLABS AND FOUNDATIONS SHALL BE A MINIMUM OF 2500 PSI COMPRESSIVE STRENGTH FOR 28 DAYS WITH NO SPECIAL INSPECTION REQUIRED. FOOTINGS AND FOUNDATIONS SHALL BE CAST AGAINST UNDISTURBED NATIVE SOIL UNLESS OTHERWISE NOTED ON THE PLANS.
- ALL DIMENSIONAL LUMBER SHALL BE #2 D/F OR BETTER UNLESS OTHERWISE NOTED ON THE PLANS. HIGHER GRADE LUMBER OF SAME SPECIES MAY BE SUBSTITUTED FOR SPECIFIED GRADE.
- ALL WOOD IN CONTACT WITH CONCRETE ABOVE GROUND SHALL BE PRESSURE TREATED FOR ABOVE GROUND CONTACT. ALL WOOD EMBEDDED IN GROUND SHALL BE PRESSURE TREATED FOR BURIAL.
- ROOF AND WALL SHEATHING (IF USED)-UNLESS OTHERWISE NOTED ON PLANS: ALL ROOF AND WALL WOOD SHEATHING SHALL BE AN APPROVED APA RATED SHEATHING, EXPOSURE 1, GRADE C-D, EXTERIOR GLUE, $\frac{7}{16}$ " THICK (MIN.), EXTERIOR GRADE SHEATHING SHALL BE RATED FOR EXTERIOR USE. ROOF AND WALL SHEATHING SHALL BE NAILED WITH 8d NAILS AT 6" O.C. EDGES AND 12" O.C. FIELD OR AS SPECIFIED ON THE PLANS.
- ALL FASTENERS EXPOSED TO THE ELEMENTS SHALL BE GALVANIZED OR CORROSION RESISTANT. ALL FASTENERS IN PRESSURE TREATED WOOD SHALL BE HOT DIPPED GALVANIZED.
- INSTALL ALL TRUSS BRACING PER TRUSS ENGINEERING. INSTALL TEMPORARY TRUSS BRACING DURING CONSTRUCTION TO RESIST ALL LOADS OR COMBINATIONS OF LOADS UNTIL ALL PERMANENT ELEMENTS ARE IN PLACE AND CONNECTIONS ARE COMPLETE.
- IF PLANS SPECIFY GRAVEL BACKFILL IN POSTHOLE, USE $\frac{3}{4}$ " MINUS CRUSHED GRAVEL TO SPECIFIED EMBEDMENT DEPTH. BACKFILL IN 6" LIFTS AND SATURATE AND COMPACT EACH LIFT.
- IF SOLID ROCK IS ENCOUNTERED AND THE POST HOLE DEPTH CANNOT BE DRILLED TO THE DEPTH AS SPECIFIED, THE FOLLOWING CRITERIA MAY BE USED:
 - ALL POSTHOLES MUST BE A MIN. OF 18" DIAMETER & 30" DEEP AND
 - THE SOLID ROCK PORTION OF THE POSTHOLE DEPTH MUST BE A MIN. OF 18" DEEP AND
 - ALL POSTHOLES MUST BE BACKFILLED WITH CONCRETE BACKFILL FULL DEPTH
 - THE 6" CONCRETE PAD AT THE BOTTOM OF THE HOLE MAY BE OMITTED FOR POSTS BEARING ON SOLID ROCK.

PROJECT #2450061



11/22/23

EXPIRATION DATE: 12/31/23

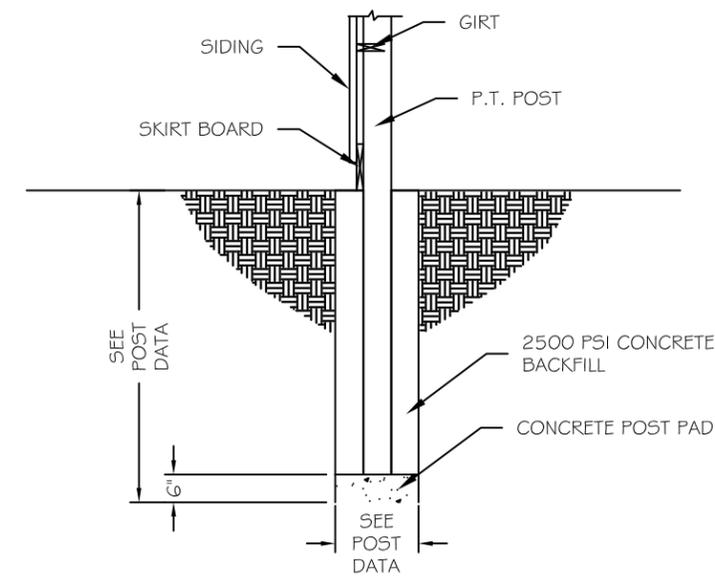
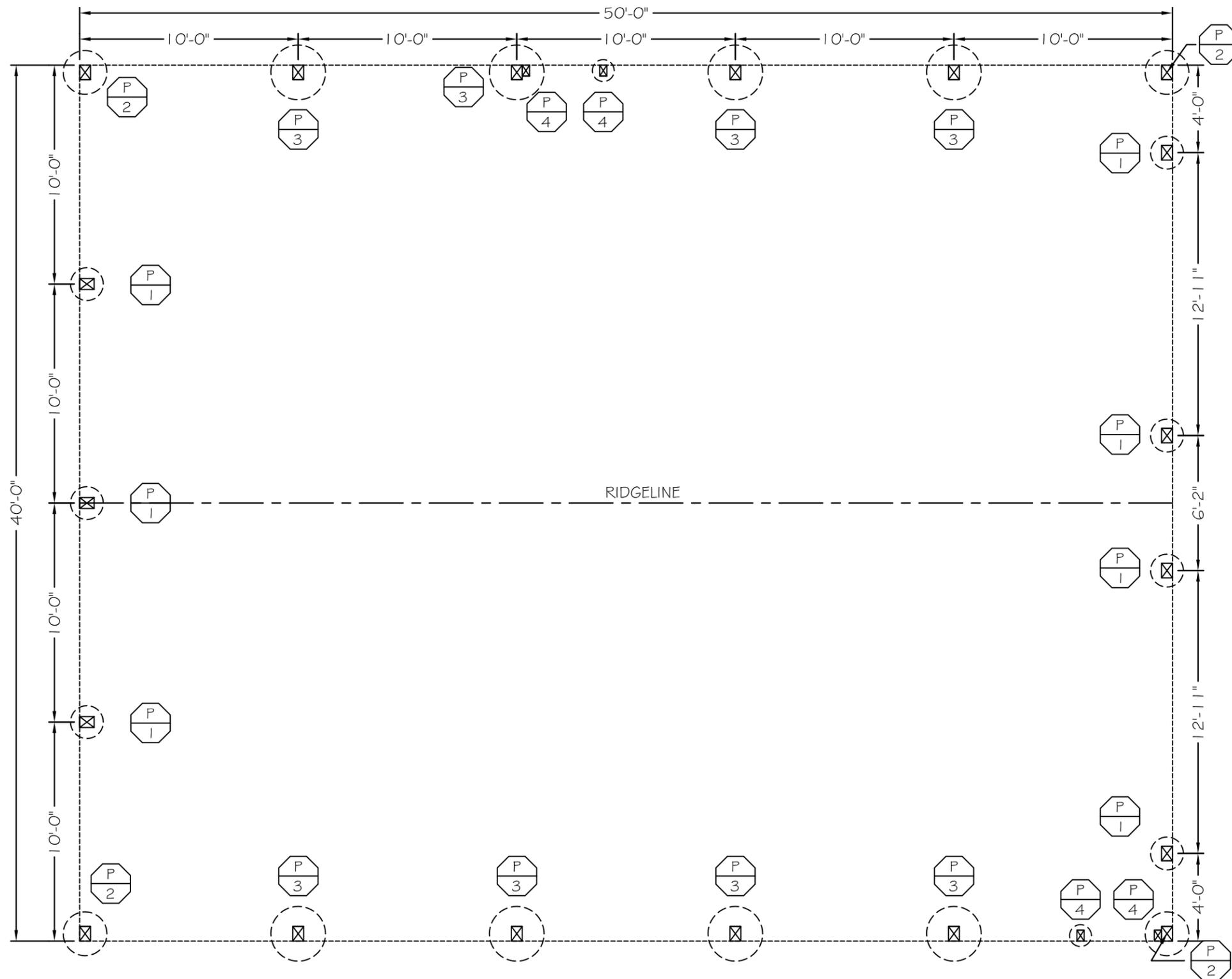
SHEET INDEX

- 0.0 COVER SHEET
- 1.0 POST HOLE LAYOUT
- 2.0 FLOOR PLAN LAYOUT
- 3.0 ELEVATIONS
- 4.0 ROOF PLAN
- 5.0 DETAILS

CONTACT:
 PARKER BUILDINGS
 3540 2nd STREET
 HUBBARD, OR 97032
 503-981-0890 800-331-0155

COVER SHEET

SHEET
0.0



TYP. HOLE DETAIL

POST DATA

-  6x8 P.T. POST
2500PSI CONC. BACKFILL
2'-0"Øx4'-6" HOLE DEPTH
-  6x8 P.T. POST
2500PSI CONC. BACKFILL
2'-0"Øx5'-0" HOLE DEPTH
-  6x8 P.T. POST
2500PSI CONC. BACKFILL
2'-6"Øx5'-6" HOLE DEPTH
-  4x6 P.T. POST
2500PSI CONC. BACKFILL
1'-0"Øx1'-6" HOLE DEPTH

ALL POSTS TO BE H/F#2 PRESSURE TREATED FOR BURIAL AND ORIENTED AS SHOWN UNLESS OTHERWISE NOTED.

TEAGUE, PETE
824 E MAIN ST.
JOHN DAY, OR

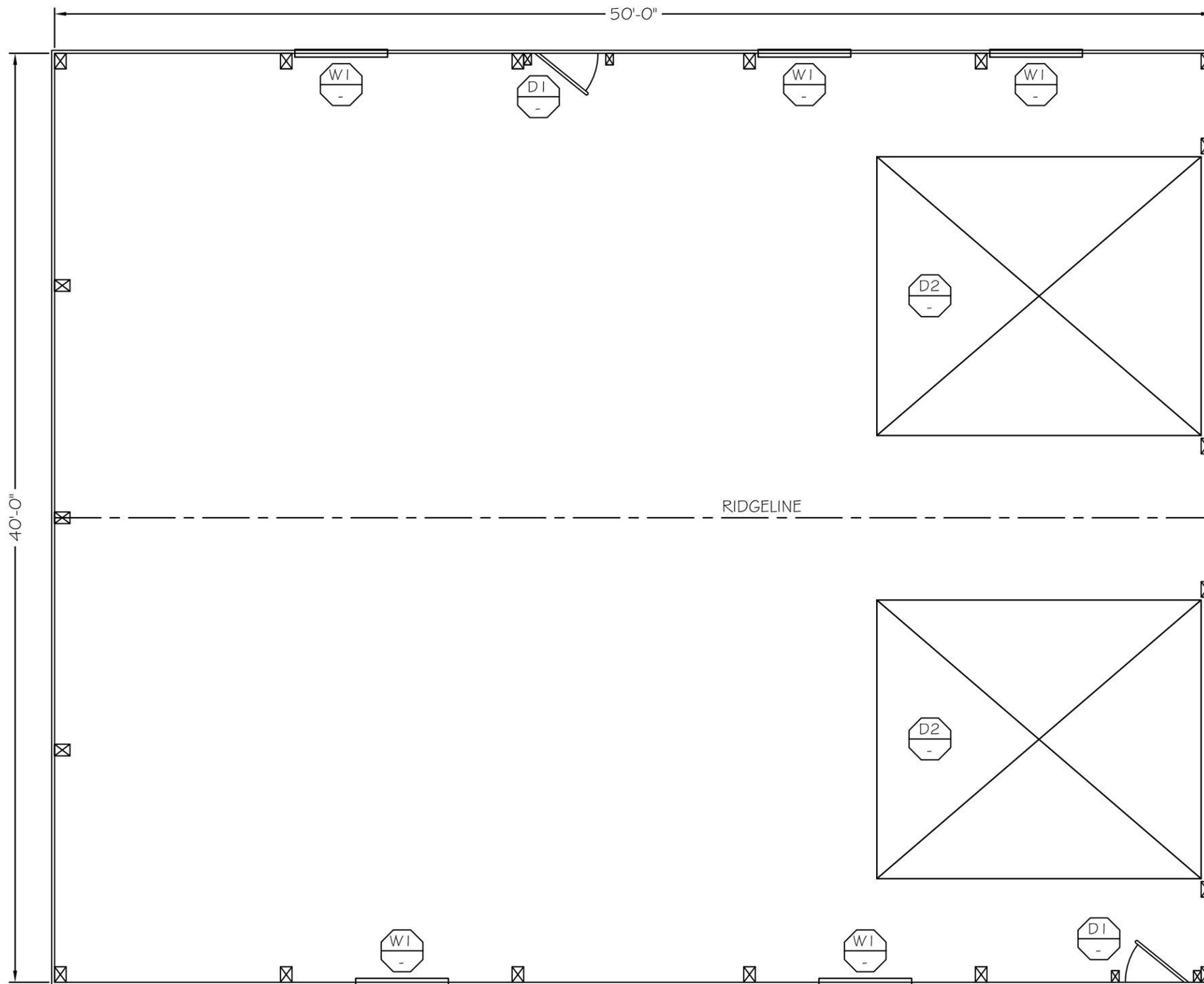
BUILDING DIMENSION:
40X50X17

CONTACT:
PARKER BUILDINGS
3540 2nd STREET
HUBBARD, OR 97032
503-981-0890 800-331-0155

REGISTERED PROFESSIONAL
ENGINEER
96373 PE
OREGON
JULY 14, 2008
ANDREW AITCHISON
11/22/23
EXPIRATION DATE: 12/31/23

POST HOLE
LAYOUT

SHEET
1.0



FEATURES DATA

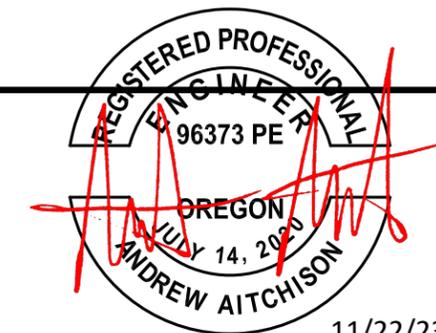
- 
3'X6'-8" ENTRY DOOR
SET @ 4" GRADE
- 
12'X14' OVERHEAD DOOR
SET @ 4" GRADE
- 
4'X3' DBL. PANE WINDOW
SET SILL @ 48" GRADE

UNLESS OTHERWISE DIMENSIONED, ALL WINDOWS AND WALK IN DOORS MAY BE LOCATED BY THE OWNER/CONTRACTOR IN THE WALL SHOWN.

TEAGUE, PETE
824 E MAIN ST.
JOHN DAY, OR

BUILDING DIMENSION:
40X50X17

CONTACT:
PARKER BUILDINGS
3540 2nd STREET
HUBBARD, OR 97032
503-981-0890 800-331-0155

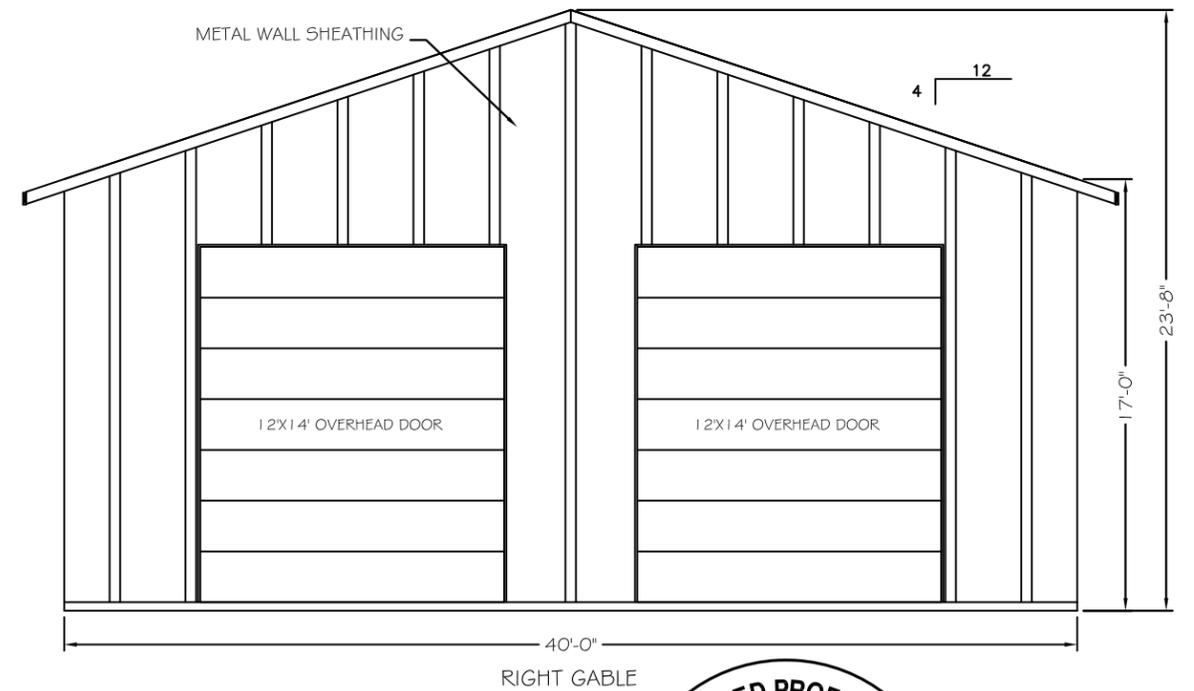
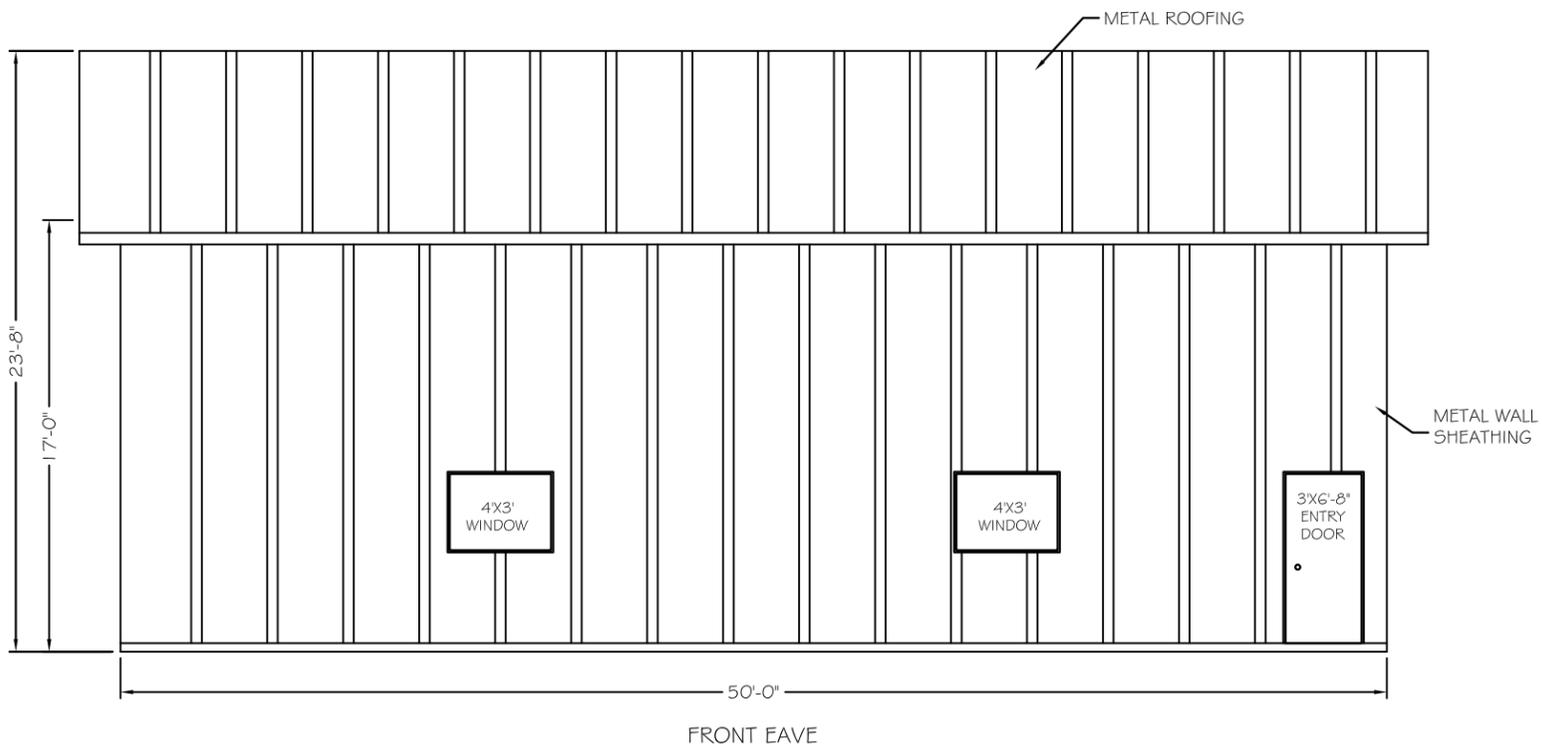
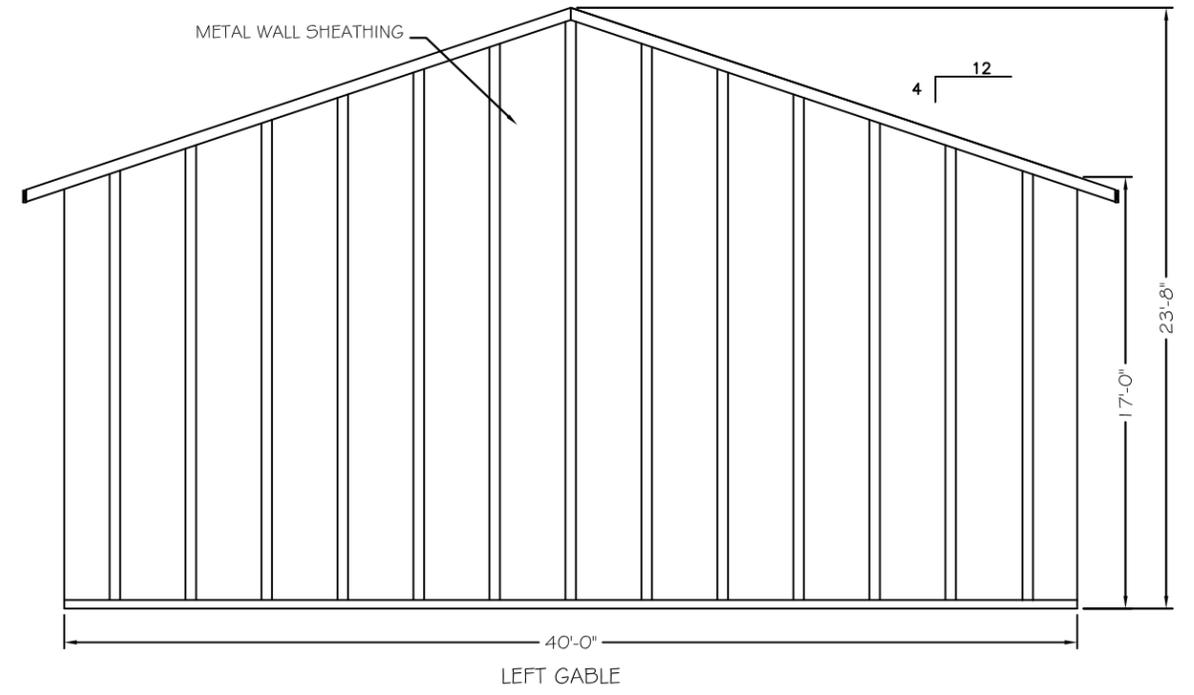
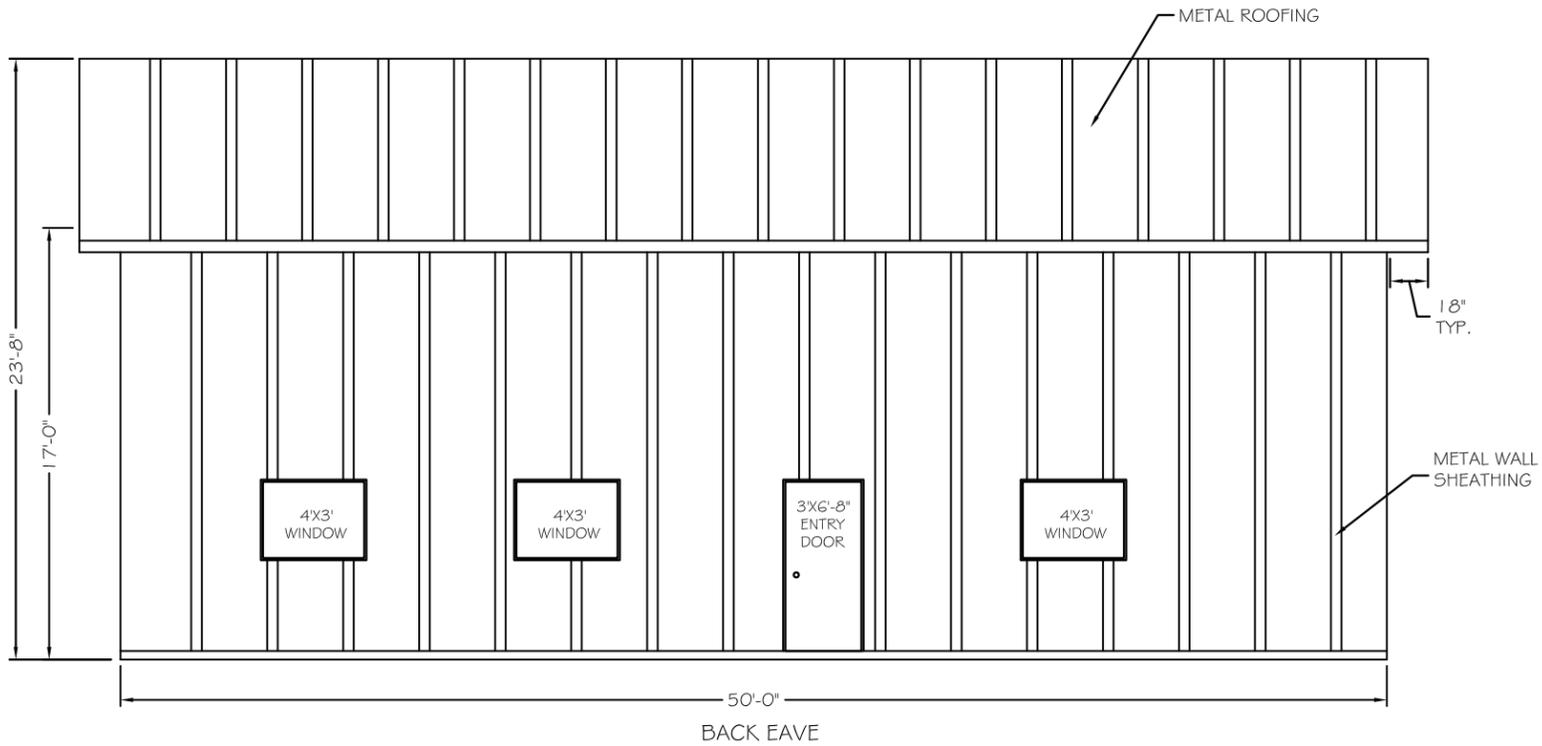


11/22/23

EXPIRATION DATE: 12/31/23

FLOOR PLAN
LAYOUT

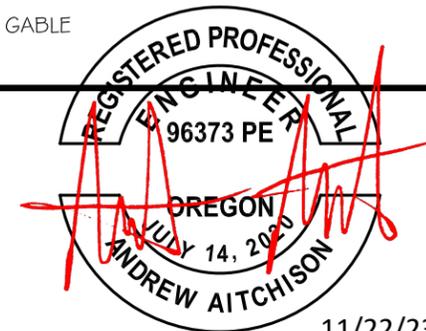
SHEET
2.0



TEAGUE, PETE
824 E MAIN ST.
JOHN DAY, OR

BUILDING DIMENSION:
40X50X17

CONTACT:
PARKER BUILDINGS
3540 2nd STREET
HUBBARD, OR 97032
503-981-0890 800-331-0155

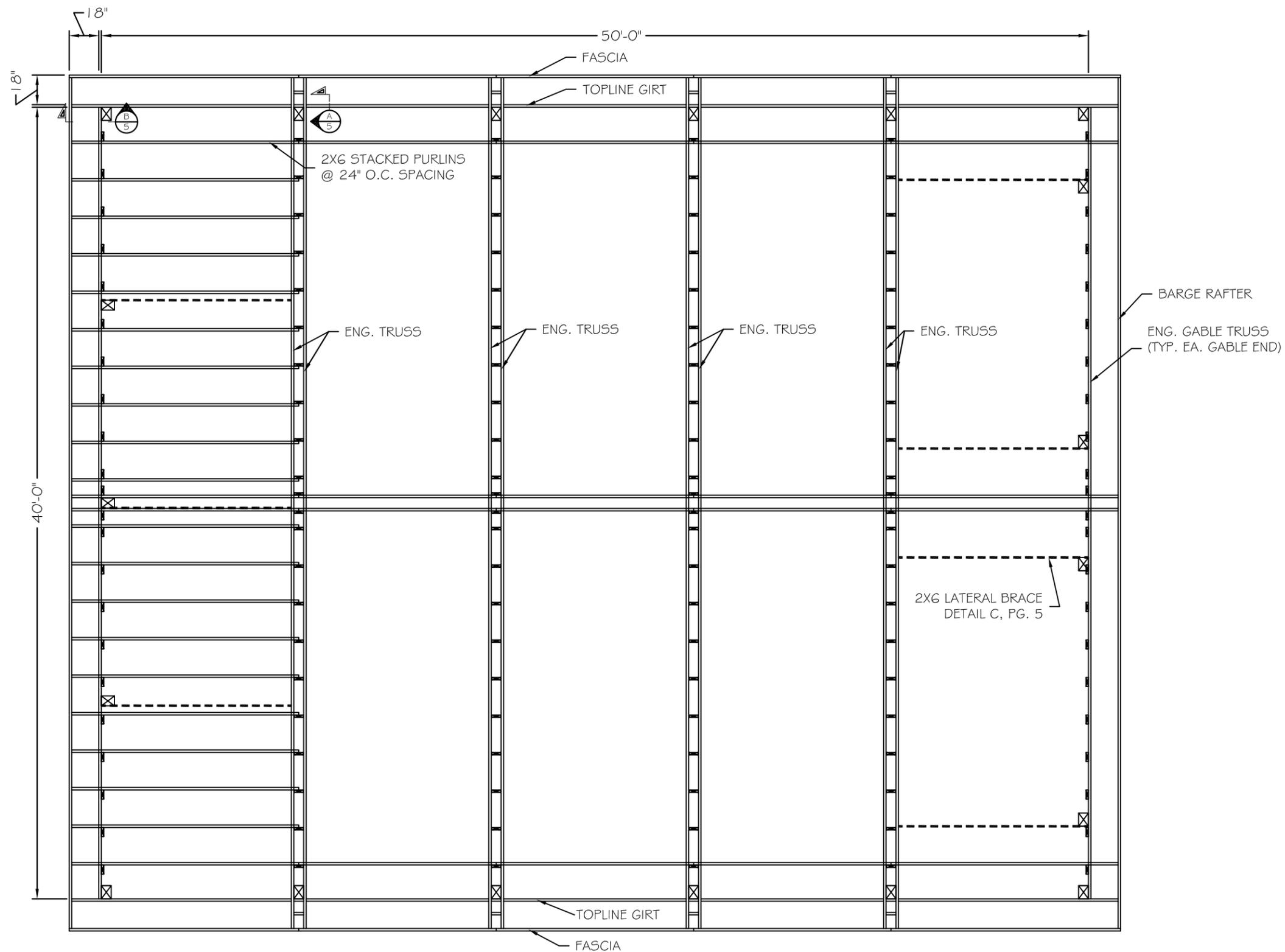


11/22/23

EXPIRATION DATE: 12/31/23

ELEVATION
VIEWS

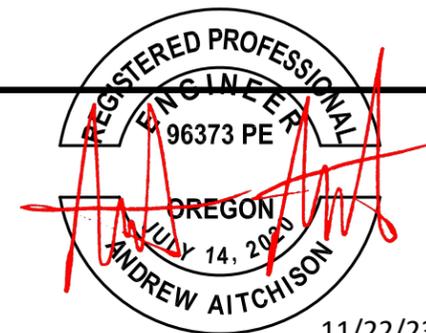
SHEET
3.0



TEAGUE, PETE
824 E MAIN ST.
JOHN DAY, OR

BUILDING DIMENSION:
40X50X17

CONTACT:
PARKER BUILDINGS
3540 2nd STREET
HUBBARD, OR 97032
503-981-0890 800-331-0155

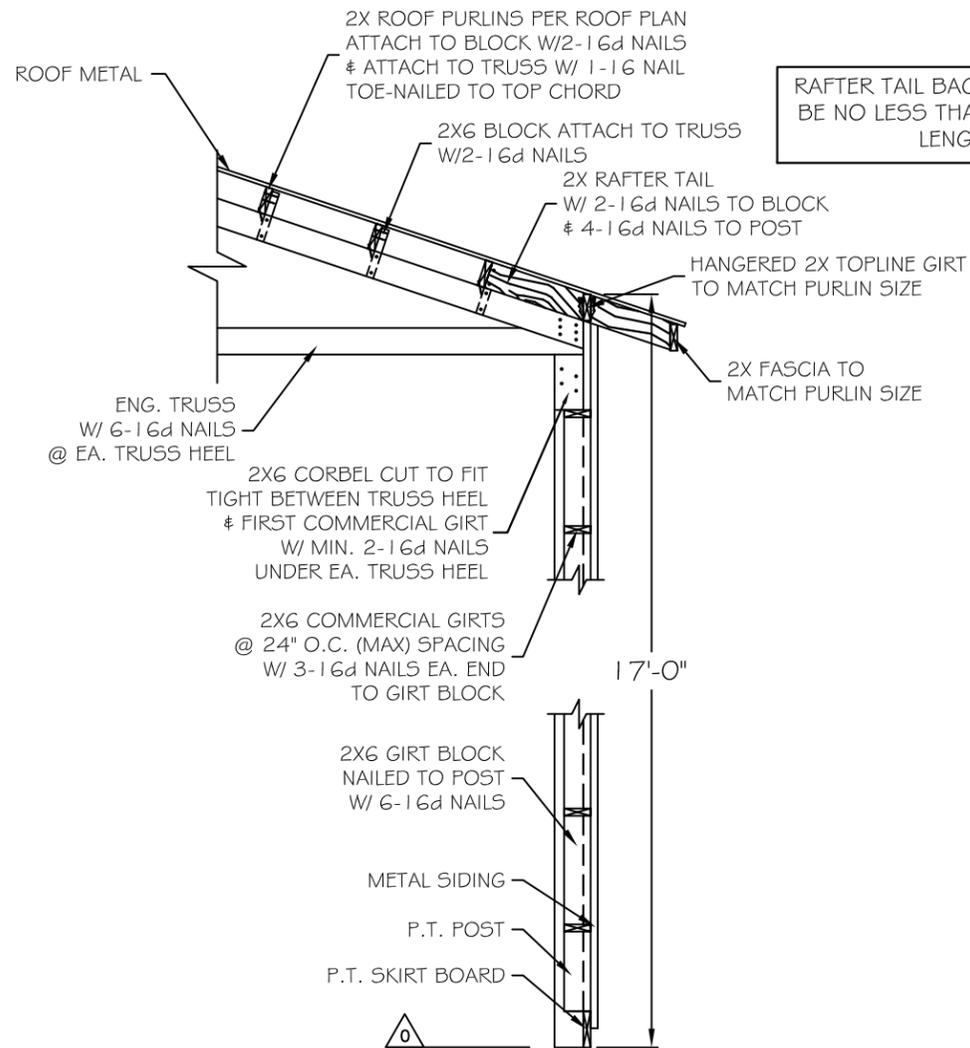


11/22/23

EXPIRATION DATE: 12/31/23

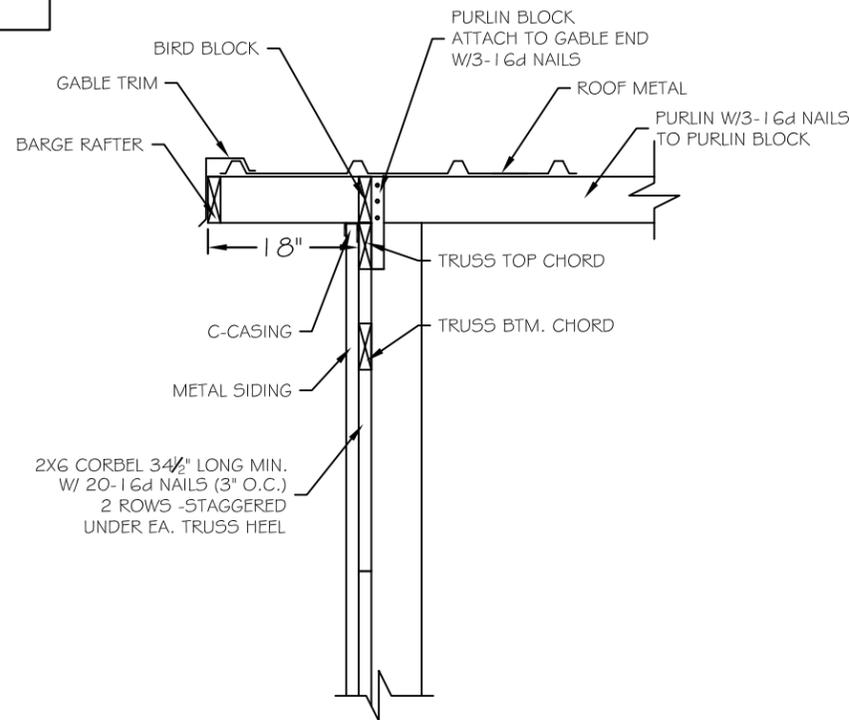
ROOF PLAN
LAYOUT

SHEET
4.0

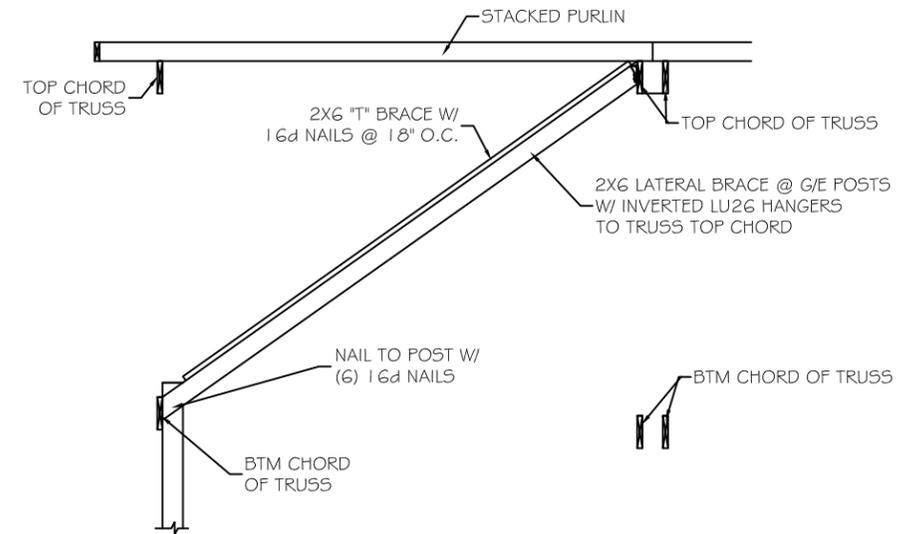


A
4 CROSS SECTION
SCALE: NTS

RAFTER TAIL BACKSPAN SHALL BE NO LESS THAN OVERHANG LENGTH



B
4 CROSS SECTION
SCALE: NTS



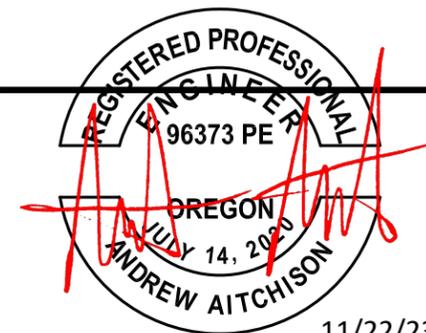
C
4 LATERAL BRACE DETAIL
SCALE: NTS

NOTE: LATERAL BRACE ONLY REQUIRED WHERE GABLE POSTS DO NOT EXTEND TO THE TRUSS TOP CHORD.

TEAGUE, PETE
824 E MAIN ST.
JOHN DAY, OR

BUILDING DIMENSION:
40X50X17

CONTACT:
PARKER BUILDINGS
3540 2nd STREET
HUBBARD, OR 97032
503-981-0890 800-331-0155



EXPIRATION DATE: 12/31/23

DETAILS

SHEET
5.0



450 E. Main Street
John Day, OR 97845
www.cityofjohnday.com
Tel: (541) 575-0028
Fax: (541) 575-3668

Conditional Use Permit Notice of Application APPLICATION NO. 01-24

DATE OF NOTICE: April 18, 2024
APPLICANT: Pete Teaque
LOCATION: 822 East Main Street, John Day, OR 97845
Map: 13S-31E-25 Tax Lot: 2200
SUBJECT: Conditional Use Permit for accessory building in excess of 14'

Dear Property Owner,

Notice is hereby given that the John Day City Council is considering the following request:

Requested Land Use Action:

Conditional use permit to construct an accessory building (work-shop) that exceeds the maximum permitted height of 14'. Accessory buildings in excess of 14' are a conditionally permitted use in the underlying zone.

The City Council shall hold a public hearing on May 14th at 6:30 PM at the John Day Fire Station, 316 S. Canyon Blvd. The Council's decision shall be mailed to the applicant and anyone else who submitted written comments or who is otherwise legally entitled to notice.

Applicable Criteria:

5-4.4.040 Conditional Use Permits – Criteria, Standards, and Conditions of Approval.

Notice Requirements:

The purpose of this notice is to give nearby property owners and other interested people the opportunity to submit written comments about the application before the Type III decision is made. The goal of this notice is to invite people to participate early in the decision-making process. The notice will be sent to all property owners within 100-feet of the subject site for which the application has been made and other appropriate agencies at least 20 days prior to the City Council rendering a decision on this request.

If you would like to respond:

Written comments received or presented in person to John Day City Manager , 450 East Main Street, John Day prior to May 14th by 4:00 p.m. will be considered in rendering a decision. Written comments received by May 6 by 4:00 p.m. will be included in the staff report. A staff report will be available 7 days prior to the hearing for public review. Issues must be addressed with sufficient specificity based on criteria with the John Day Development Code, upon which the City Council must base its decision. Failure to address the relevant

approval criteria with enough detail may preclude you to appeal to the Land Use Board of Appeals or Circuit Court on that issue. Only comments on the relevant approval criteria are considered relevant evidence. All evidence relied upon by the City Council to make this decision is in the public record, available for public review. Copies of this evidence can be obtained at a reasonable cost from the City of John Day, 450 East Main Street, John Day, OR 97845.

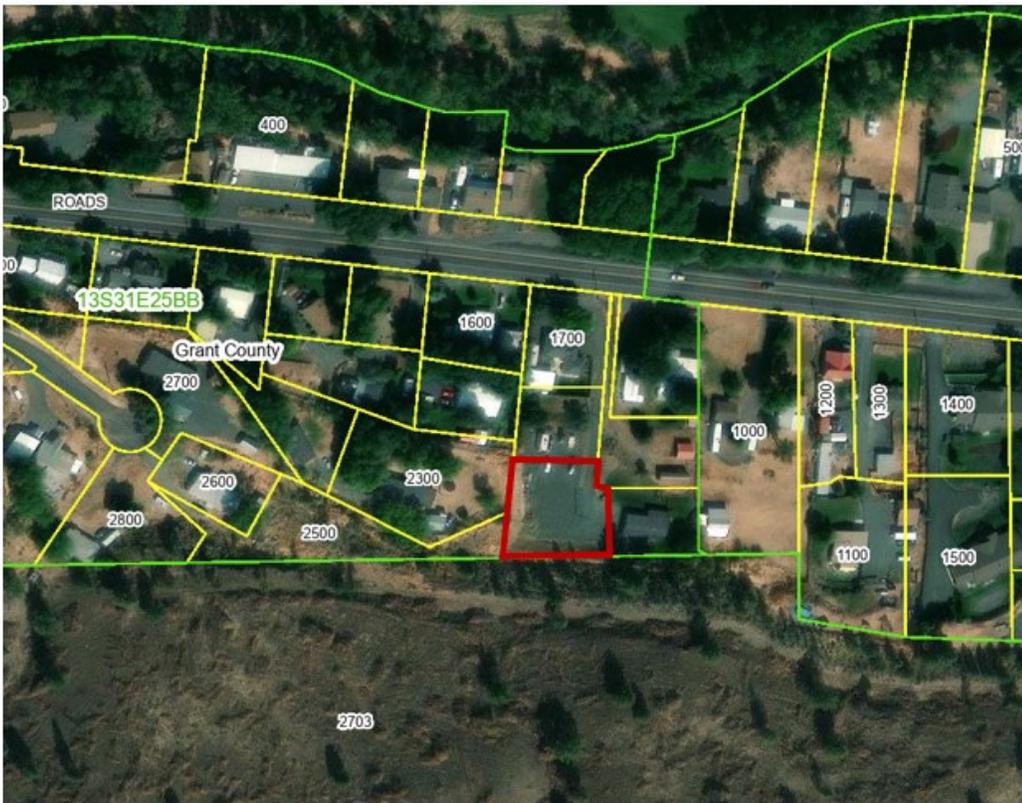
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Any questions regarding the hearing should be directed to the Melissa Bethel, City Manager at 450 E. Main Street, by email to bethelm@grantcounty-or.gov or phone (541) 575-0028, Monday through Friday from 8:00 a.m. to 5:00 p.m.

John Day Planning Official

Enclosure:

Vicinity Map





450 E. Main Street
John Day, OR 97845
www.cityofjohnday.com
Tel: (541) 575-0028
Fax: (541) 575-3668

Conditional Use Permit Notice of Application APPLICATION NO. 01-24

APPLICANT: Pete Teaque
LOCATION: 822 East Main Street, John Day, OR 97845
Map: 13S-R31-25 Tax Lot: 02200
SUBJECT: Conditional Use Permit for accessory building in excess of 14'

Dear Property Owner,

Notice is hereby given that the John Day City Council is considering the following request:

Requested Land Use Action:

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-Ad Proof-

This is the proof of your ad, scheduled to run on the dates indicated below. Please proofread carefully, and if changes are needed, please contact Alix Hand prior to deadline at or ahand@bluemountaineagle.com.

Date: 4/15/2024 Account: EO10628 File#: Company Name: CITY OF JOHN DAY Contact: CITY CITY Address: 450 E MAIN ST JOHN DAY, OR 97845-1238 Telephone: 541-575-0028 Fax:	Ad ID: 430188 Start: 04/24/2024 Stop: 05/08/2024 Total Cost: \$378.00 Columns Wide: 3.00 # of Inserts: 2 Ad Class: Legal Notices Phone: Email: ahand@bluemountaineagle.com Amount Due: \$378.00
Run Dates:	Conditional Use Permit Notice of Applica
Blue Mountain Eagle 04-24-24, 05-08-24	

**Conditional Use Permit Notice of Application
APPLICATION NO. 01-24**

APPLICANT: Pete Teaque
LOCATION: 822 East Main Street, John Day, OR 97845
Map: 13S-R31-25 Tax Lot: 02200

SUBJECT: Conditional Use Permit for accessory building in excess of 14'

Dear Property Owner,
Notice is hereby given that the John Day City Council is considering the following request:

Requested Land Use Action:

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HEARLEY Henry O

From: HEARLEY Henry O
Sent: Tuesday, April 16, 2024 11:57 AM
To: FALES Randy * OSFM
Cc: KUMP Casey * OSFM; Melissa Bethel
Subject: RE: Referral Comment on two CUPS

Thanks, Randy.

Henry

From: FALES Randy * OSFM <Randy.Fales@osfm.oregon.gov>
Sent: Tuesday, April 16, 2024 11:23 AM
To: HEARLEY Henry O <HHEARLEY@Lcog.org>
Cc: KUMP Casey * OSFM <Casey.Kump@osfm.oregon.gov>; Melissa Bethel <bethelm@grantcounty-or.gov>
Subject: RE: Referral Comment on two CUPS

WARNING: This is NOT an internal sender. Please review this message carefully before responding or interacting. If you have any concerns, contact the SERVICE DESK.

Henry,
Thank you for sending this information to me. At this time I do not have any comments for these plans.

Thank You
Randy Fales
Deputy State Fire Marshal
Malheur, Grant and Harney Counties
Mobile: 971-315-3951

From: HEARLEY Henry O <HHEARLEY@Lcog.org>
Sent: Monday, April 15, 2024 9:17 AM
To: FALES Randy * OSFM <Randy.Fales@osfm.oregon.gov>
Cc: KUMP Casey * OSFM <Casey.Kump@osfm.oregon.gov>; Melissa Bethel <bethelm@grantcounty-or.gov>
Subject: Referral Comment on two CUPS
Importance: High

Some people who received this message don't often get email from hearley@lcog.org. [Learn why this is important](#)

Hello Randy:

I am not sure if you received referral comment for two pending conditional use permits in John Day, so I would like to send them to you now for review and comment (if any). The proposals involve accessory structures taller than 14'. The applications will be reviewed by the John Day City Council on May 14.

Please let me know if you have any comments for the record.

Henry

Henry O. Hearley

Associate Planner, MCRP

Lane Council of Governments | 859 Willamette Street, Suite 500 | Eugene, OR 97401

Ph: 541-682-3089 | F: 541-682-4099

www.lcog.org | hhearley@lcog.org





STAFF REPORT
Northway CUP 02-24

Date Submitted: May 6, 2024

Agenda Date Requested: May 14, 2024

To: John Day City Council

From: Henry Hearley, Associate
Planner, Lane Council of
Governments

Subject: Staff report for CUP 02-24

Location: Tax Lot 6800 on Map 13S-31E-23CD

Type of Action Requested

<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Formal Action	<input type="checkbox"/>	Report Only

1. BACKGROUND

Applicant is seeking approval of a conditional use permit to build an accessory structure in excess of 14'. An accessory structure in excess of 14' is permitted in the underlying zone as a conditional use. Based on the structural building permit, the accessory structure is two stories with a garage and a covered deck and patio. The garage portion is 1,224 square feet and the deck and patio are 480 square feet. The subject property is located at 147 NW 1st Ave, John Day, OR 97845. The property is zoned residential-commercial. The property is currently occupied with a residential use and contains a residential dwelling. See applicant site plan with proposed footprint of accessory structure below as Figure 1.

Site Plan (Proposed Development) - Tax Lot 6800



Figure 1. Applicant site plan.

2. APPLICABLE CRITERIA

Consistent with the John Day Development Code, a conditional use shall be processed as a Type III land use review. A Type III application is reviewed by the John Day Planning Commission at a duly noticed public hearing. However, in this case, the John Day Planning Commission is still in the process of being stood back up. Therefore, the John Day City Council will hear the application.

As seen in Figure 2, below, an accessory structure taller than 14' feet is a conditionally permitted use.

Other Categories				
Accessory Structures (with a permitted use)				
- no taller than 14 ft. and no larger than 1,000 square feet of building footprint	P	P	P	
- taller than 14 ft. or larger than 1,000 square feet of building footprint	CU	CU	CU	

Figure 2 Excerpt from Table 5-2.2.020 of the John Day Development Code.

The applicable approval criteria for a conditional use permit are found in 5-4.4.040 Conditional Use Permits -Criteria, Standards and Conditions of Approval. Therefore, staff now turn to a review and discussion of the application against the applicable approval criteria.

5-4.4.040 Conditional Use Permits - Criteria, Standards And Conditions Of Approval

The City shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of the standards and criteria in A-C.

A. Use Criteria

1. The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic considerations;

Proposed Staff Finding: Based on the applicant's site plan, the proposed accessory structure will be located a minimum of 20 feet from the front property line, 77 feet from the western property line, 12 feet from the eastern property line, and 50 feet from the rear property line. The proposed height of the accessory structure is 23'. The City has received a public comment in favor of the proposal stating there are existing accessory structures in the immediate vicinity of the subject property that are taller than the proposed accessory structure. With the imposition of the accessory structure the maximum building coverage is only at 31%, which is far below the maximum allowed. According to the John Day Floodplain Map, the subject property is not within the mapped floodplain hazard area. Given these factors, staff find it reasonable to conclude the site size, dimensions, location, etc. are appropriate for the accessory structure. See **Attachment D** for public comment.

2. The negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other Code standards, or other reasonable conditions of approval; and

Proposed Staff Finding: The City Council, if it chooses to do so, can attach conditions of approval to this conditional use permit to mitigate impacts on adjacent properties.

3. All required public facilities have adequate capacity or are to be improved to serve the proposal, consistent with City standards.

Proposed Staff Finding: The applicant has stated that the proposed accessory structure will not be connected to any public facilities at this time. Years down the road, the applicant may connect to city services. Therefore, adequacy of public facilities is not relevant at this time. If in the future the accessory structure is connected to city services, the applicant shall obtain the appropriate building permits and pay the required fees for new city services. This will be added as an informational item for the applicant's awareness.

4. A conditional use permit shall not allow a use that is prohibited or not expressly allowed under Article 5-2; nor shall a conditional use permit grant a variance without a variance application being reviewed with the conditional use application.

Proposed Staff Finding: An accessory structure is permitted in the underlying zone. Therefore, granting of a conditional use permit will not authorize a use that is prohibited.

3. STAFF RECOMMENDATION

Staff find the proposed conditional use permit to permit an accessory structure greater than 14' in height and greater than 1,000 square feet meets the applicable approval criteria and may be approved by the City Council.

Approval is contingent upon the following conditions of approval:

#1: The conditionally permitted use is limited to what's seen on the applicant's approved site plan. Any enlargement outside of the scope of the approved site plan and building plans shall constitute a new conditional use and applicant shall re-apply for a new conditional use permit.

#2: Applicant shall obtain all necessary building permits through Grant County Building Department.

Informational Item : If in the future the accessory structure is connected to city service (water or sewer), the applicant shall obtain the necessary building permits and pay the required connection fees for new service.

4. ATTACHMENTS

Attachment A – Applicant Materials

Attachment B – Notice Materials

Attachment C – Referral Comments

Attachment D – Public Comment



Conditional Use Application

Applicant: Chris Northway Phone: 541-505-1083 Email: cnorthway800@hotmail.com

Property Owner(s): Chris and Shanna Northway

Property Address: 147 NW 1st Ave John Day, OR 97845

Township, Section, Range, and Tax Lot: 13S31E23CD Tax Lot 6800

Zone: Residential Commercial (RC) Lot size: .29 acres

Existing Use: Residential

Proposed Structure: Accessory Structure (two-story garage/shop)

Proposed Use: Residential

Proposed Front Setback: 20 ft Proposed Rear Setback: 50 ft

Proposed Side Setbacks: 12 ft and 72 ft

Additional Information: Zone changed to RC in 2022 per AMD-22-01

Reason for Exceeding Code Requirements: Taller than 14 feet or larger than 1000 square feet
of building footprint



CITY OF
JOHN DAY

Review Criteria

Planning staff may require the following information if applicable:

- Existing site conditions
- Site plan
- Preliminary grading plan
- Landscape Plan
- Architectural drawings of all structures
- Drawings of all proposed signs
- A copy of all existing and proposed restrictions or covenants
- Other information deemed necessary under section 5-4.4.040

Conditions of Approval

The City shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of the standards and criteria in A-C.

A. Use Criteria

1. The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic considerations;
2. The negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other Code standards, or other reasonable conditions of approval; and
3. All required public facilities have adequate capacity or are to be improved to serve the proposal, consistent with City standards.
4. A conditional use permit shall not allow a use that is prohibited or not expressly allowed under Article 5-2; nor shall a conditional use permit grant a variance without a variance application being reviewed with the conditional use application.

- B. **Site Design Standards.** The Site Design Review approval criteria (Section 5-4.2.060) shall be met. The Planning Official may waive the application requirements for Site Design Review upon determining that the Conditional Use Permit application provides sufficient information to evaluate the proposal.



C. **Conditions of Approval.** The City may impose conditions that are found necessary to ensure that the use is compatible with other uses in the vicinity, and that the negative impact of the proposed use on the surrounding uses and public facilities is minimized. These conditions include, but are not limited to, the following:

1. Limiting the hours, days, place and/or manner of operation;
2. Requiring site or architectural design features which minimize environmental impacts such as noise, vibration, exhaust/emissions, light, glare, erosion, odor and/or dust;
3. Requiring larger setback areas, lot area, and/or lot depth or width;
4. Limiting the building or structure height, size, lot coverage, and/or location on the site;
5. Designating the size, number, location and/or design of vehicle access points or parking and loading areas;
6. Requiring street right-of-way to be dedicated and street(s), sidewalks, curbs, planting strips, pathways, or trails to be improved;
7. Requiring landscaping, screening, drainage, water quality facilities, and/or improvement of parking and loading areas;
8. Limiting the number, size, location, height and/or lighting of signs;
9. Limiting or setting standards for the location, design, and/or intensity of outdoor lighting;
10. Requiring berms, screening or landscaping and the establishment of standards for their installation and maintenance;
11. Requiring and designating the size, height, location and/or materials for fences;
12. Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, drainage areas, historic resources, cultural resources, and/or sensitive lands;
13. Requiring the dedication of sufficient land to the public, and/or construction of pedestrian/bicycle pathways in accordance with the adopted plans, or requiring the recording of a local improvement district non-remonstrance agreement for the same. Dedication of land and construction shall conform to the provisions of Chapter 5-3.1, and Section 5-3.1.030 in particular;
14. Establish a time table for periodic review and renewal, or expiration, of the conditional use to ensure compliance with conditions of approval; such review may be subject to approval by the Planning Official or Planning Commission through a Type II Administrative Review or Type III Quasi-Judicial process at the discretion of the decision making body.



CITY OF
JOHN DAY

Signatures

Note: All owners must sign this application or submit a letter of consent authorizing another individual to submit application. Incomplete or missing information may delay the review process.

Owner: *[Signature]* Date: 1/17/24

Owner: *[Signature]* Date: 1/17/24

RECEIVED		For Office Use Only	
Date Stamp:	JAN 17 2024	Received By:	<u><i>[Signature]</i></u>
CITY OF JOHN DAY			
Required Fee: \$	<u>500.⁰⁰</u>	Date Received:	<u>1/17/24</u>
		120 Day Deadline:	<u>5/17/24</u>

ACKNOWLEDGEMENT OF FEE SCHEDULE AND COSTS

By signing my name below, I acknowledge that I received a copy of the Fee Schedule effective as of November 22, 2005 and I have read it and agree to pay the fees in said Fee Schedule and costs as stated herein.

I also acknowledge that I understand that I am responsible for all costs incurred by the City related to my land use and development permit applications and approvals, and appeals under Title 5 of the JOHN DAY CITY CODE "Development Code" and Measure 37 claims under Ordinance 04-112-2.

City costs include but are not limited to:

- 2.1 City Manager at \$47.51 per hour;
- 2.2 City Planner at \$115.00 per hour;
- 2.3 City Secretary/Cashier at \$26.27 per hour;
- 2.4 Public Works Director at \$30.06 per hour;
- 2.5 Police Chief at \$43.84 per hour;
- 2.6 Fire Chief at \$36.39 per hour;
- 2.7 City Engineer at \$100.00 per hour
- 2.8 City Attorney at \$150.00 per hour;
- 2.9 Facsimile transmittal at \$2.00 per fax and \$.50 per page;
- 2.10 Copy fee of \$.25 per page;
- 2.11 Mileage at current Internal Revenue Service rate; and
- 2.12 City surveyor fee.

Dated this 17 day of January, 2024

Chris Northway
Print Applicant's Name

[Signature]
Applicant's Signature

JOHN DAY TITLE 5 & MEASURE 37 FEE SCHEDULE

The following fee categories and fees apply to land use and development permit applications and approvals, and appeals under Title 5 of the JOHN DAY CITY CODE "Development Code" and Measure 37 claims under Ordinance No. 04-112-2. These fees are deposits only. All persons required to file applications under Title 5 for land use and development permit applications and approvals, or file appeals under Title 5 or claims under Measure 37 under Ordinance 04-112-2 shall pay the actual cost to the City for processing said applications, appeals and claims. If the cost to the City is less than the required deposit the City will refund the difference and if the cost to the City is more than the deposit the City shall bill for the difference as authorized. Costs to the City shall include but are not limited to payment of City employee wages who are involved in processing an application or appeal at their current hourly rate, City attorney fees, City engineer fees, City surveyor fees, newspaper publication fees, postage, map creation and duplication fees, copying fees, long distance telephone call fees, facsimile fess and mileage as authorized.

FEE CATEGORY	FEE
1. Land Use District Map Change Includes but is not limited to:	
1.1 Petitions for Annexation (Type IV Review)	\$500
1.2 District Map (Zone) Changes	\$500
2. Comprehensive Plan Amendments	\$500
3. Conditional Use Permit	\$500
4. Land Use Review	\$100
5. Variance:	
5.1 Class A	\$100
5.2 Class B	\$250
5.3 Cass C	\$250
6. Code	
6.1 Interpretation	\$100
6.2 Amendment	\$500
7. Flood Plain Development or Flood Plain Permit	\$200
8. Appeals:	
8.1 To the Planning Commission	\$100
8.2 To the City Council	\$300
9. Nonconforming Use or Development Confirmation	\$250
10. Historic Building Permit, Demolition or Remodel/Alteration:	
10.1 If handled by Staff and no public hearing is held	\$250
10.2 If a Public Hearing is required	\$400
11. Property Line Adjustment and/or Lot Consolidations	\$100
12. Master Planned Development	\$1,500 plus \$25 per lot
13. Partition	\$300
14. Site Plan Review	\$300
15. Subdivision	\$1,200 plus \$25 per lot
16. Measure 37 Claim	\$ 50
17. Lot of Record Determination	\$ 50
18. Access Permit (public street)	\$ 50
19. Home Occupation exceeding the criteria in Section 5-2.2.200	\$100
20. Modification to Approval:	
20.1 Minor (Type II)	\$ 50
20.2 Major (Type III)	\$150
21. Sign Permit:	\$ 50
22. Temporary Use Permit:	
22.1 Type II	\$ 50
22.2 Type III	\$150



Notice: The information provided here is for convenience ONLY. The records located at the Grant County Assessor's office are the one and only legal instruments for assessment purposes. Although reasonable attempts are made to maintain this information as accurately as possible, these documents are being provided as an informational convenience ONLY. Grant County is not, in any way, liable for any inaccuracies, inconsistencies, errors, omissions, or other deviations in these documents from the original copies maintained and filed at the Grant County Assessor's Office, Canyon City, Oregon.

Date Web Site was last updated 1/16/2024

Value and tax information for tax year 2023

Ref#:881 Type of Property : REAL PROPERTY

MAP#	TAX LOT#	A NUM	CODE	PROPERTY CLASS/DESC
13S3123CD	6800	0	301	101 RESIDENTIAL IMPROVED

OWNER:	NORTHWAY, CHRIS & SHANNA
CONTRACT:	
ETAL(s):	
MAILING ADDRESS:	
	147 NW 1ST AVE
CITY/ST:	JOHN DAY, OR ,97845

PROPERTY ADDRESS: 147 NW 1ST AVE JOHN DAY

NOTES:

none.

	REAL MKT VALUE	ASSESSED(TAXABLE) VALUE
LAND	\$59,330	
STRUCTURES	\$259,390	
SUBTOT	\$318,720	\$133,254
TOTAL	\$318,720	\$133,254

PROPERTY TAX INFORMATION

Do not pay this amount! For current balance owing, contact our office. Contact information may be found at this web page [Assessor/Tax Collector](#)

BASE TAX	\$2,014.97
TOTAL BASE TAX & SPECIAL ASSESSMENTS	\$2,014.97

BUILDING DESCRIPTIONS**ROOM COUNT (For Structure #1 below)**

NO OF FLOORS	LIV RM	KIT	DIN RM	FAM RM	BED RM	BATH	1/2 BATH	UTIL	OTHER	FP/WS
2	1	1	0	0	3	2	1	0	1	1

STRUCTURES

#	BLDG CLASS	DESCRIPTION	MAIN SQ FT	UPPR SQ FT	BSMT SQ FT	YEAR BLT	YEAR APPR	MKT VALUE	RE-MDL
1	141	CLASS 4 SINGLE FAMILY DWELLING	1,913	1,296	0	1895	2019	\$248,970	1992
2	999	RESIDENTIAL MISC IMPROVEMENTS	0	0	0	0	2019	\$5,440	0
3	315	MULTI-PURPOSE SHED - CLASS 5	200	0	0	0	2019	\$4,980	0

To View the Diagram of Improvements to This Property [Click Here](#)

LAND DESCRIPTIONS

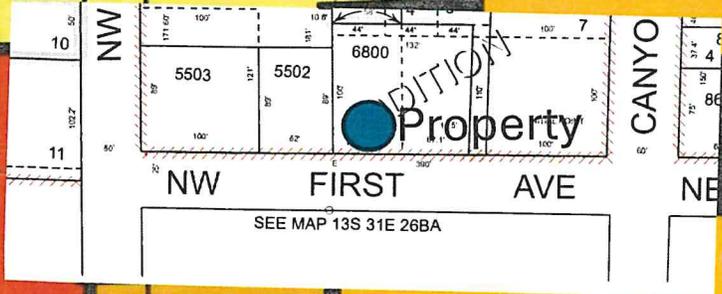
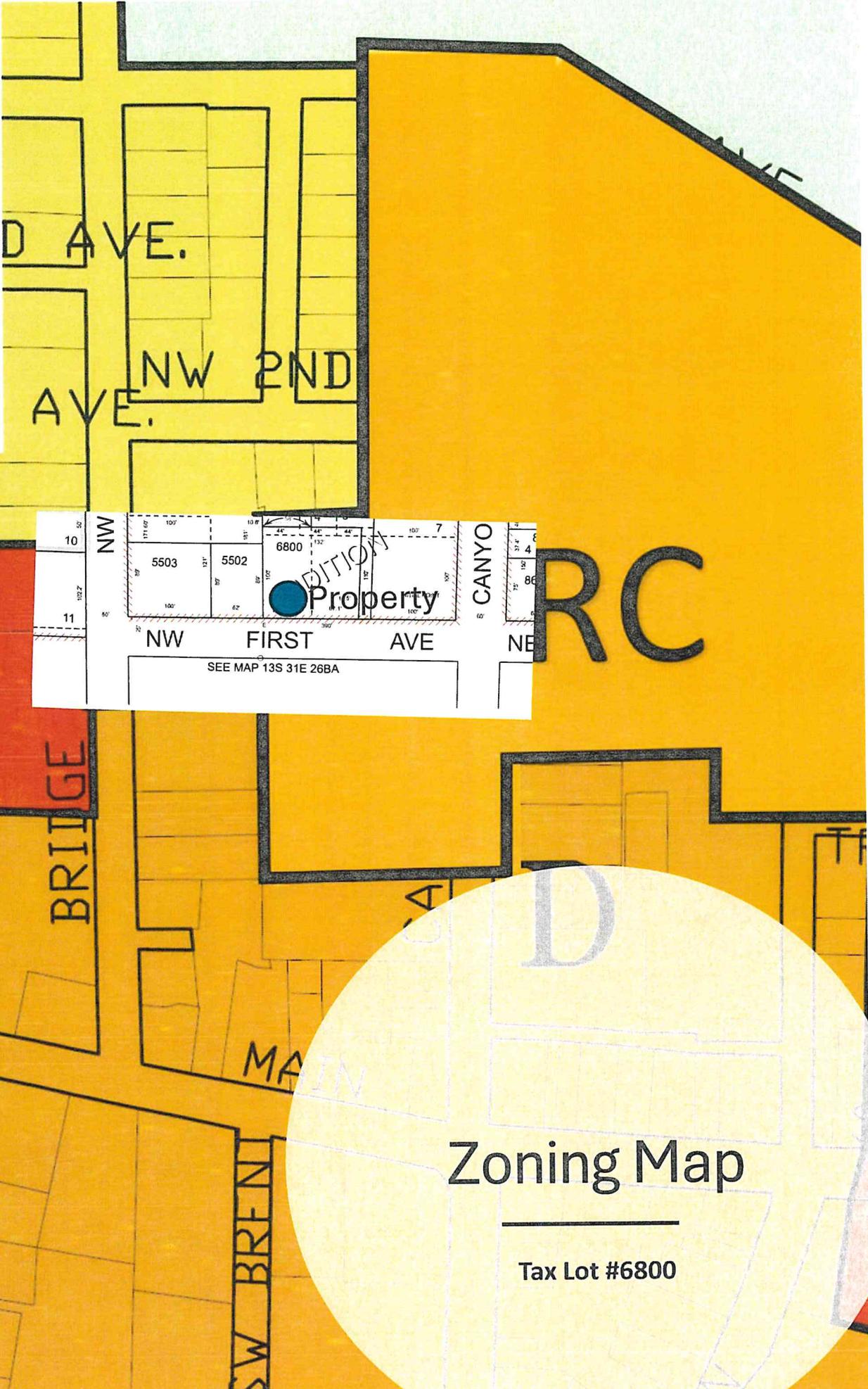
LINE #	ACRES	LAND CODE	DESCRIPTION	DIMENSIONS	MARKET VALUE
1	0.29	RES	MA5 RESIDENTIAL LAND	-	\$46,960
2	0.00	OSD2	MA5 OSD 2 FAIR	-	\$12,370
TOTAL	0.29				

SALES

SEQ #	SALES DATE	SALES AMOUNT	#PARCELS SOLD	DOC TYPE	DOCUMENT NUMBER
1	2/26/2010	\$75,000	1	WD	100354
2	5/01/2009	\$201,479	1	TD	90855

[NEW SEARCH](#)

ERVE
INDUSTRIAL PARK
(TY)
AL GENERAL
(TY)
(TY)
L GENERAL
APPROACH



Zoning Map

Tax Lot #6800

Existing Site Conditions - Tax Lot 6800



NW 1st Ave

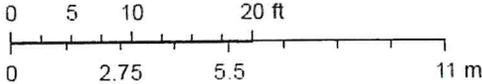
NW 1st Ave

1/16/2024, 1:46:07 PM



Northway Residence
147 NW 1ST AVE
JOHN DAY, OR 97845

1:282



Site Plan (Proposed Development) - Tax Lot 6800



NW 1st Ave

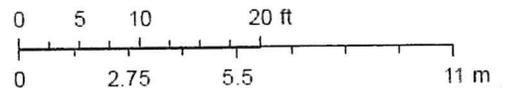
NW 2nd Ave

1/16/2024, 1:46:07 PM

1:282



Northway Residence
147 NW 1ST AVE
JOHN DAY, OR 97845



Preliminary Grading Plan - Tax Lot 6800

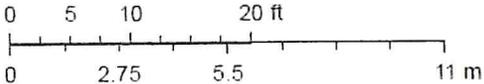
Excavate foundation per structural requirements; Regrade to street level after pouring slab on grade foundation



1/16/2024, 1:46:07 PM

1:282

 Northway Residence
147 NW 1ST AVE
JOHN DAY, OR 97845





Landscaping Plan

- Trees trimmed to prevent interference with garage site
- No other landscaping proposed

Owner	Owner Mailing Address	Owner City State Zip
BIOSMILE, INC.	165 NW 1ST STREET	JOHN DAY, OR 97845
MANTEI, DENNIS & NICOLLE;	P O BOX 1991	ESTACADA, OR 97023
COOLEY, NICHOLAS JOHN - ETUX;	150 NW 2ND AVE	JOHN DAY, OR 97845
ESCUADERO, JOHN L - ETAL;	806 SE 8TH ST	PENDLETON, OR 97801
NEWMAN, ALBERT & SHIRLEE;	100 NW 2ND ST	JOHN DAY, OR 97845
CAUGHLIN, CHARLES;	155 NW 1ST AVENUE	JOHN DAY, OR 97845
CARPENTER, JAMES B & ANGELICA;	110 NW 2ND AVENUE	JOHN DAY, OR 97845
ESTES, MELISSA; HOLLAND, CORY & AUTUMN	520 SW 2ND AVENUE	JOHN DAY, OR 97845
CENTURYLINK	210 N. CANYON BLVD	JOHN DAY, OR 97845
MANTEI, DENNIS G & NICOLLE D;	P O BOX 1991	ESTACADA, OR 97023
HARTWICK, TERRY & DIANE L;	120 NW 2ND AVE	JOHN DAY, OR 97845
ESTES, MELISSA; CAREY, JEFFREY - ETAL	160 NW 1ST AVE	JOHN DAY, OR 97845



Property Owners within 100 ft

Applicant Narrative - Northway

Proposal: We plan to erect a garage/shop as an accessory structure to our primary dwelling unit. Building footprint is 24 ft x 36 ft for a total sf of 864 sf.

Relevant Criteria in **Bold**. Our property meets all criteria except for height, which requires a CUP.

5-2.2.020 Residential Districts - Allowed Land Uses

Accessory Structures (with a permitted use) are allowed in the RC zone per Table 5-2.2.020 Land Uses Allowed in Residential Districts (RL, RG, RC).

CUP Requested: Accessory structures taller than 14 ft. or larger than 1,000 square feet of building footprint require a conditional use permit; our building is taller than 14 feet but does not occupy more than 1,000 sf. (our building height is 23 ft, footprint is 864 sf)

5-2.2.030 Residential Districts - Development Standards

The development standards in Table 5-2.2.030 apply to all uses, structures, buildings, and development, and major remodels, in the Residential Districts.

Criteria for: Single Family Residence Secondary DU	<u>RC Zone</u>	<u>Our Property</u>
Minimum Lot Area (sf)	6,000 sf min.	12,632 sf
Minimum Lot Width	40 ft	116 ft +/-
Minimum Lot Depth	80 ft (2x width)	108 ft +/-
Building / Structure Height	>14 ft requires CUP	23 ft
Maximum Building Coverage	50%	3,058 sf (current) =24% 3,922 sf (proposed) =31%
Front/Street Setback	20 ft	20 ft
Side Setback	10 ft	12 ft / 72 ft
Rear Setback	10 ft	50 ft

FRAMING PLAN NOTES:

1. FOR ANY ADDITIONAL DIMENSIONS NOT SHOWN, SEE ARCH PLAN FOR THE PROJECT.
2. STRUCTURAL WALLS ARE CONSIDERED TO BE ALL 12" O.D. BEARING WALLS. SHEAR FOR BEARING WALLS SEE SHEET S10.
3. FOR BEARING WALLS, SEE SHEET S10.
4. FOR TYPICAL DIMENSIONS, SEE SHEETS S15 & S12.

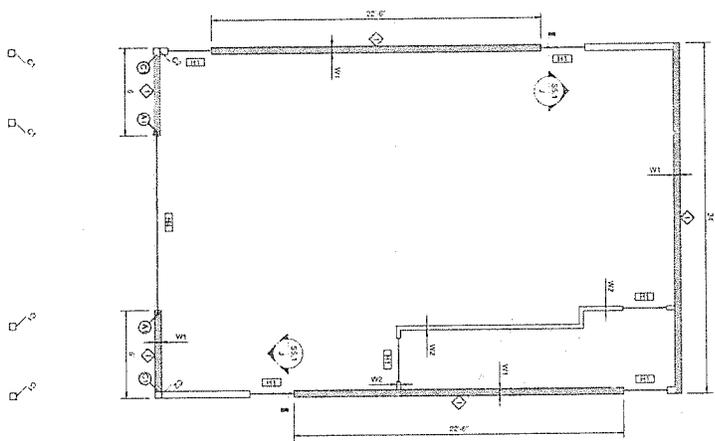
FRAMING PLAN LEGEND:

- ◊ INDICATES WOOD STUD WALL PER SCHEDULE
- ◻ INDICATES WOOD GIRDER WALL PER SCHEDULE
- ◻ INDICATES WOOD COLUMN PER SCHEDULE

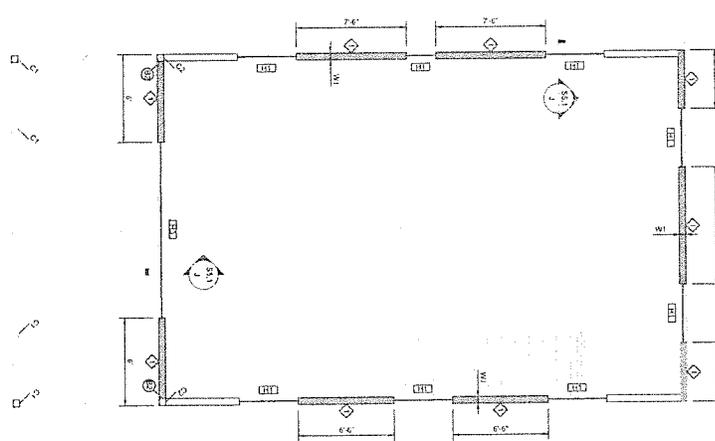
WOOD WALL SCHEDULE			
WALL	DESCRIPTION	SECTION	NOTES
1	WOOD STUD WALL	12" O.D.	SEE SCHEDULE FOR WALL PER SCHEDULE
2	WOOD GIRDER WALL	12" O.D.	SEE SCHEDULE FOR WALL PER SCHEDULE

WOOD COLUMN SCHEDULE			
NO.	DESCRIPTION	SECTION	NOTES
1	WOOD COLUMN	12" O.D.	SEE SCHEDULE FOR WALL PER SCHEDULE

WOOD HEADER SCHEDULE			
NO.	DESCRIPTION	SECTION	NOTES
1	WOOD HEADER	12" O.D.	SEE SCHEDULE FOR WALL PER SCHEDULE



① WALL PLAN - LOWER
SCALE 1/4"=1'-0"



② WALL PLAN - UPPER
SCALE 1/4"=1'-0"

STRUX ENGINEERING LLC
PO BOX 324
209 N McHALEY
PRAIRIE CITY, OR 97869

NORTHWAY GARAGE

PROJECT NO. 20240224
DATE: 02/24/24
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

LOWER & UPPER WALL FRAMING PLANS

S3.0
SHEET

ROOF FRAMING NOTES:

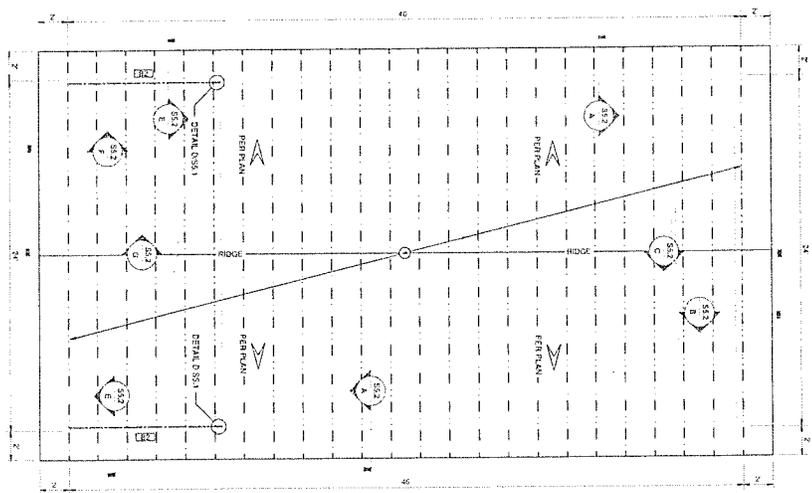
1. FLOOR FINISH, MINIMUM 4" AFF. ABOVE FINISH FLOOR.
2. STRUCTURAL WALLS ARE CONSIDERED TO BE ALL LONG BEARING WALLS PER PERMITS.
3. FOR ORIGINAL STRUCTURAL NOTES SEE SHEET 503.
4. DOWN + TOP OF WALL ELEVATION.
5. FOR WALL + TOP OF WALL ELEVATION.
6. FOR WALL + TOP OF WALL ELEVATION.
7. FOR WALL + TOP OF WALL ELEVATION.
8. FOR WALL + TOP OF WALL ELEVATION.
9. PROVIDE CONTINUOUS VENTILATION FROM ROOF TO ROOF PER PERMITS. SEE SECTION 1.1.

ROOF FRAMING LEGEND:

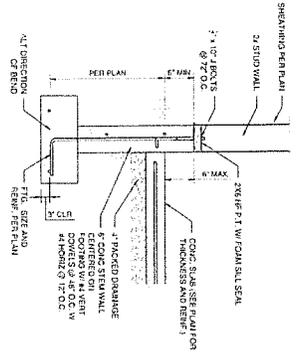
- INDICATES NON BEARING WALL
- INDICATES BEARING WALL
- INDICATES BEAM / SEE SCHEDULE
- ROOF JOISTING / BEAMS / TRUSSES

WOOD BEAM SCHEDULE	
1	2" x 8" S.P.F. #1
2	2" x 10" S.P.F. #1
3	2" x 12" S.P.F. #1
4	2" x 14" S.P.F. #1
5	2" x 16" S.P.F. #1
6	2" x 18" S.P.F. #1
7	2" x 20" S.P.F. #1
8	2" x 22" S.P.F. #1
9	2" x 24" S.P.F. #1
10	2" x 26" S.P.F. #1
11	2" x 28" S.P.F. #1
12	2" x 30" S.P.F. #1
13	2" x 32" S.P.F. #1
14	2" x 34" S.P.F. #1
15	2" x 36" S.P.F. #1
16	2" x 38" S.P.F. #1
17	2" x 40" S.P.F. #1
18	2" x 42" S.P.F. #1
19	2" x 44" S.P.F. #1
20	2" x 46" S.P.F. #1
21	2" x 48" S.P.F. #1
22	2" x 50" S.P.F. #1
23	2" x 52" S.P.F. #1
24	2" x 54" S.P.F. #1
25	2" x 56" S.P.F. #1
26	2" x 58" S.P.F. #1
27	2" x 60" S.P.F. #1
28	2" x 62" S.P.F. #1
29	2" x 64" S.P.F. #1
30	2" x 66" S.P.F. #1
31	2" x 68" S.P.F. #1
32	2" x 70" S.P.F. #1
33	2" x 72" S.P.F. #1
34	2" x 74" S.P.F. #1
35	2" x 76" S.P.F. #1
36	2" x 78" S.P.F. #1
37	2" x 80" S.P.F. #1
38	2" x 82" S.P.F. #1
39	2" x 84" S.P.F. #1
40	2" x 86" S.P.F. #1
41	2" x 88" S.P.F. #1
42	2" x 90" S.P.F. #1
43	2" x 92" S.P.F. #1
44	2" x 94" S.P.F. #1
45	2" x 96" S.P.F. #1
46	2" x 98" S.P.F. #1
47	2" x 100" S.P.F. #1

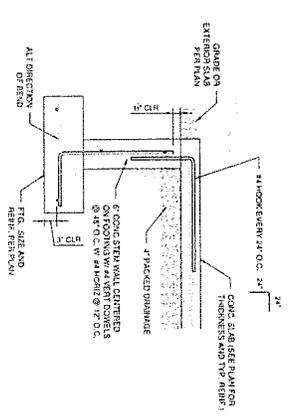
ROOF FRAMING PLAN REMOVALS:	
REMOVAL	NOTES
1	INDICATES REMOVAL OF EXISTING ROOF FRAMING. THIS IS TO BE DONE AT THE DISCRETION OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY.



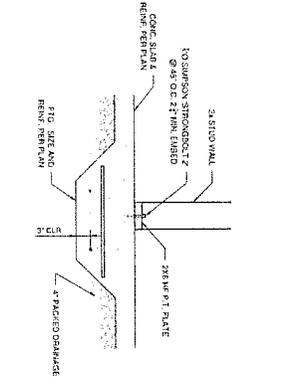
ROOF PLAN
SCALE 1/4" = 1'-0"



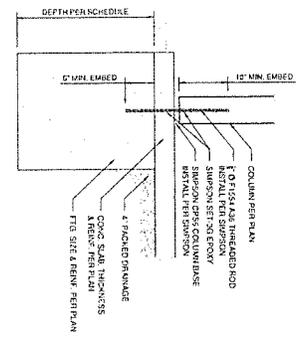
A FOOTING AND STEMWALL AT SLAB (TYPE A)
SCALE: 1/4"=1'-0"



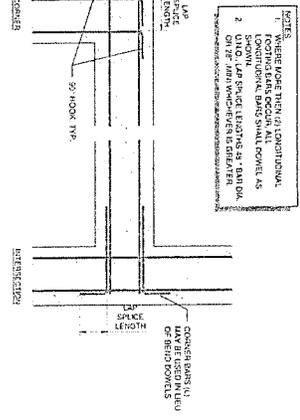
B FOOTING & STEMWALL DETAIL AT BLOCKOUT (TYPE B)
SCALE: 1/4"=1'-0"



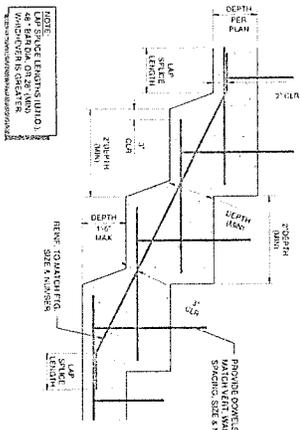
C INTERIOR WALL FOOTING
SCALE: 1/4"=1'-0"



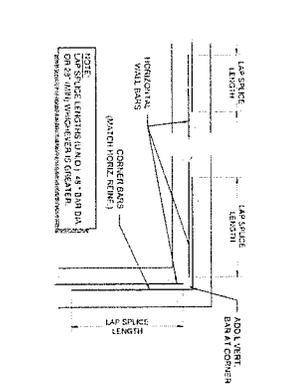
D COLUMN FOOTING DETAIL
SCALE: 1/4"=1'-0"



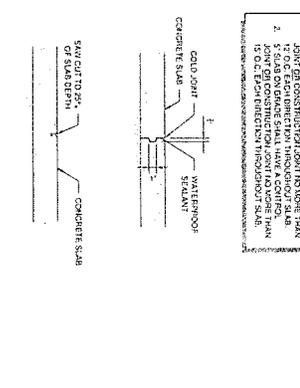
E FOOTING CORNER & INTERSECTION DETAILS
SCALE: 1/4"=1'-0"



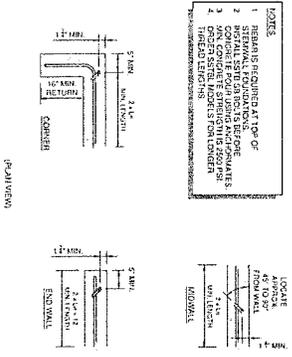
F FOOTING STEP DETAIL
SCALE: 1/4"=1'-0"



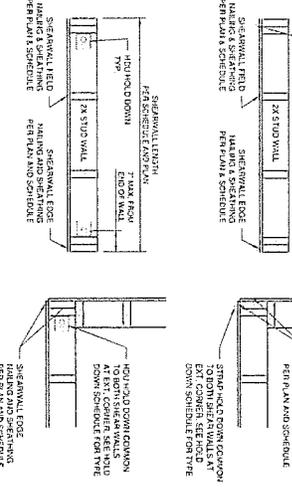
G STEM WALL CORNER REINFORCEMENT DETAIL
SCALE: 1/4"=1'-0"



H CONSTRUCTION & CONTROL JOINT (TYPE A)
SCALE: 1/4"=1'-0"



I HOLD DOWN & ANCHOR INSTALLATION DETAILS
SCALE: 1/4"=1'-0"



J HOLD DOWN & ANCHOR SCHEDULES
SCALE: N/A

TABLE 1: HOLD-DOWN/SCHEDULE FIRST FLOOR TO FOUNDATION

LABEL	OPTION 1: SCHEDULED	OPTION 2: SCHEDULED	ANCHOR	STUD	YAW
A1	6	6	6	6	6
B1	6	6	6	6	6
C1	6	6	6	6	6
D1	6	6	6	6	6
E1	6	6	6	6	6
F1	6	6	6	6	6
G1	6	6	6	6	6

TABLE 2: HOLD-DOWN/SCHEDULE UPPER FLOOR TO CONCRETE FLOOR

LABEL	OPTION 1: SCHEDULED	OPTION 2: SCHEDULED	ANCHOR	STUD	YAW
A2	6	6	6	6	6
B2	6	6	6	6	6
C2	6	6	6	6	6
D2	6	6	6	6	6
E2	6	6	6	6	6
F2	6	6	6	6	6
G2	6	6	6	6	6

FLOOR PLAN NOTES:

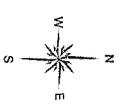
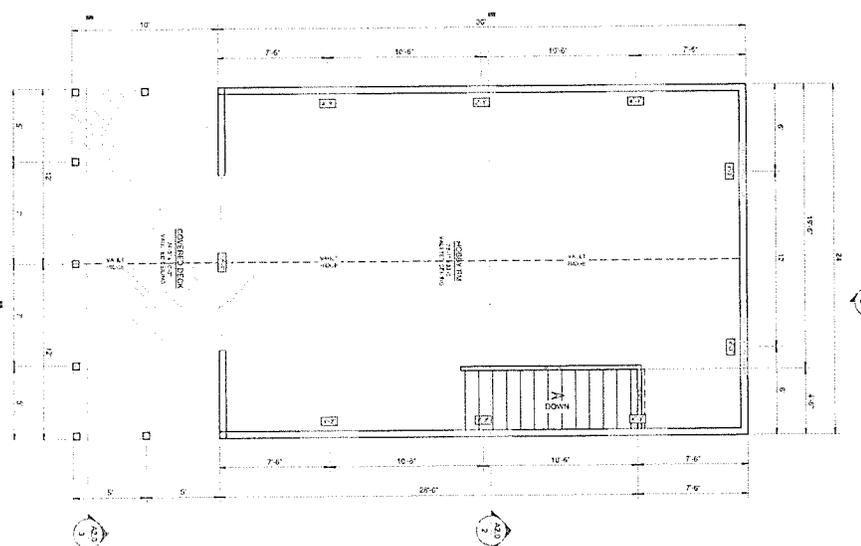
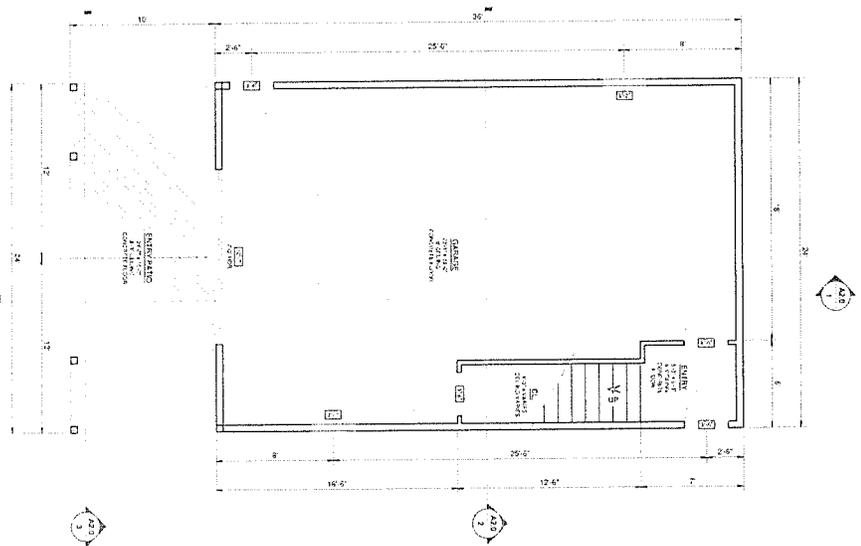
1. ALL DIMENSIONS GIVEN, UNLESS NOTED TO THE CONTRARY, ARE FINISHED OR TO THE CENTER OF THE MEMBER OR HOLE.
2. ROOM PERIMETER DIMENSIONS SHALL BE COORDINATED WITH THE ACTUAL ROOM DIMENSIONS.
3. DESIGN DOOR & WINDOW HEIGHT SHALL BE 6'8" UNLESS OTHERWISE NOTED.
4. FOR DETAILS, STRUCTURAL NOTES SEE SHEET 502.
5. FOR TYPICAL DETAILS SEE SHEETS 511, 512.

FLOOR PLAN LEGEND:

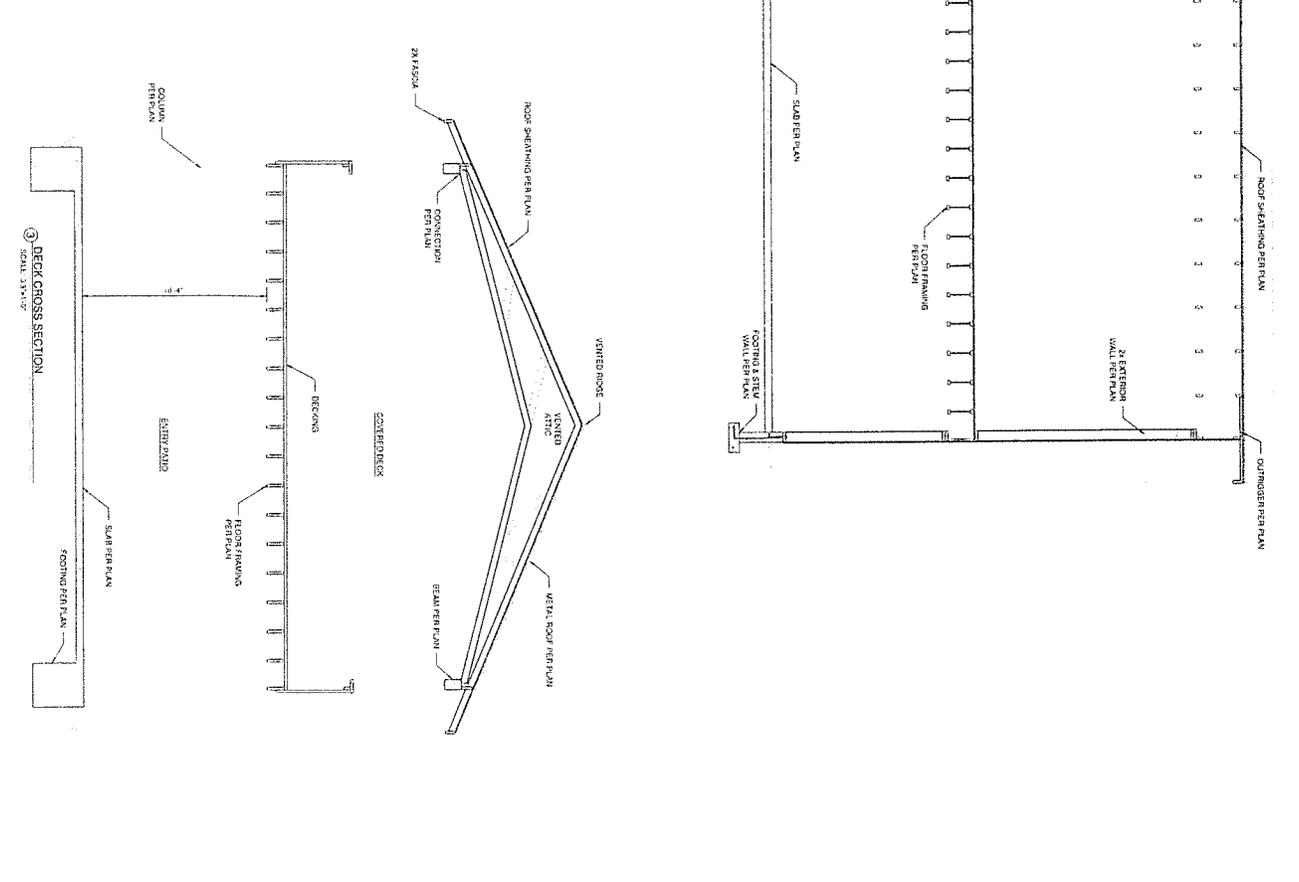
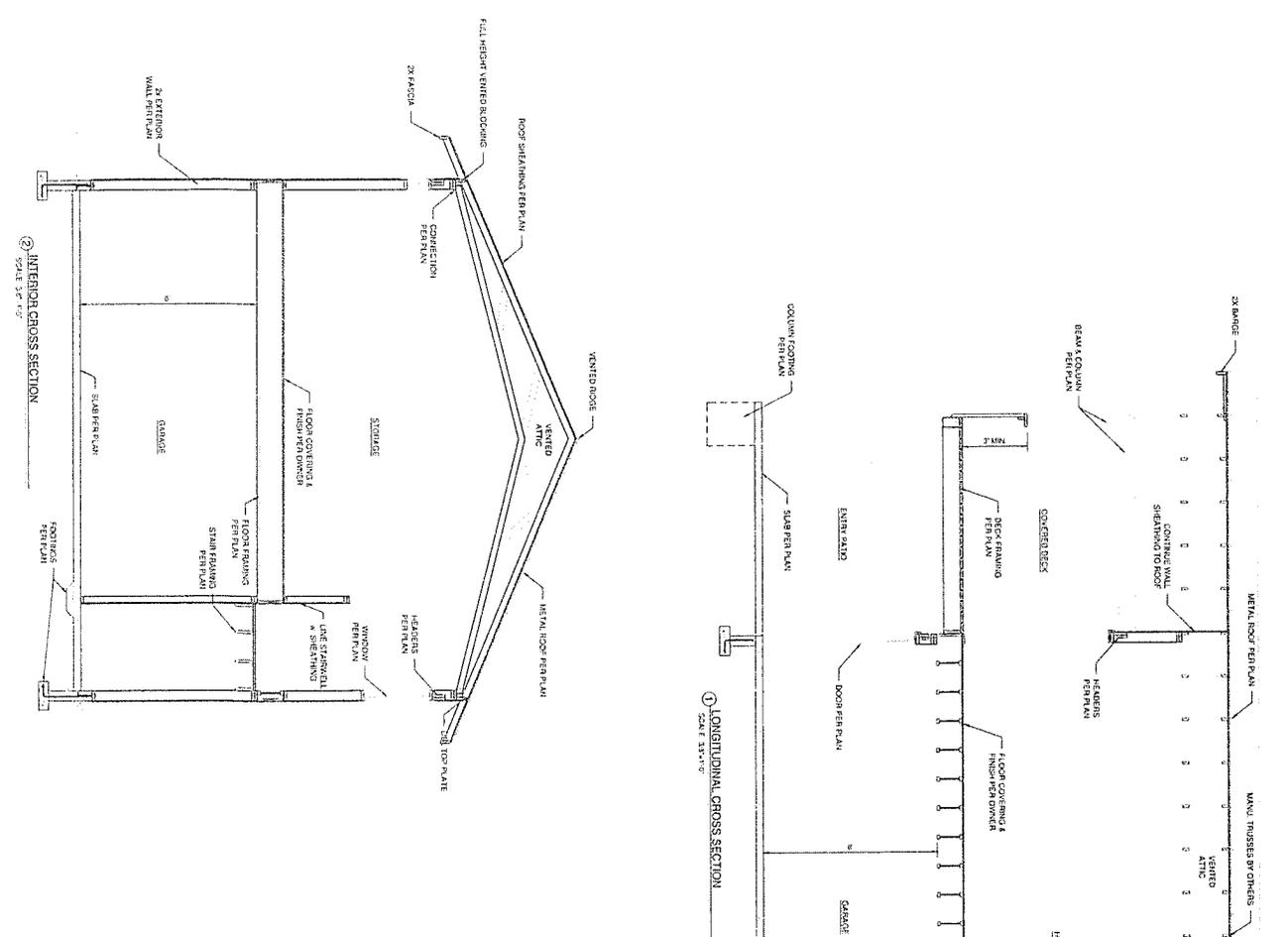
- INDICATES 2x WALL PER ROOM/ZONE
- INDICATES COVERED PORCH
- INDICATES WOOD COLUMN PER PLAN

FLOOR AREA SUMMARY

COVERED PORCH	44.25 SF
WOOD COLUMN	44.25 SF
TOTAL	88.50 SF



<p>LOWER FLOOR PLAN</p> <p>DATE: 11/10/2023</p> <p>SCALE: A1.0</p>	<p>NORTHWAY GARAGE</p>	<p>THIS PLAN AND/OR SPECIFICATIONS ARE NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF STRUX ENGINEERING LLC. THE USER SHALL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF THE PROJECT. STRUX ENGINEERING LLC SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS PLAN OR SPECIFICATIONS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES. STRUX ENGINEERING LLC SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THIS PLAN OR SPECIFICATIONS.</p>	<p>STRUX ENGINEERING LLC</p> <p>209 N McHALEY</p> <p>PRAIRIE CITY, OR 97869</p>
---	-------------------------------	--	--



<p>CROSS SECTION</p> <p>A2.0</p> <p>DATE: 11/15/17</p> <p>DESIGNED BY: [Name]</p> <p>CHECKED BY: [Name]</p> <p>DATE: 11/15/17</p>		<p>NORTHWAY GARAGE</p> <p>1000 E. 10th St. - Northway, IA</p>	<p>THIS PLAN AND/OR SPECIFICATIONS ARE NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF STRUX ENGINEERING LLC. THE USER ASSUMES ALL LIABILITY FOR ANY DAMAGE OR INJURY RESULTING FROM THE USE OF THIS PLAN AND/OR SPECIFICATIONS. STRUX ENGINEERING LLC IS NOT RESPONSIBLE FOR ANY DAMAGE OR INJURY RESULTING FROM THE USE OF THIS PLAN AND/OR SPECIFICATIONS.</p>	<p>STRUX ENGINEERING LLC</p> <p>PO BOX 224 209 N McHALEY PRAIRIE CITY, IA 57669</p>
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CRB 119-3

CITY OF JOHN DAY

450 E Main Street
John Day, OR 97845
541-575-0028

CASH RECEIPT

031465

Date 11/17/24
Received From Chris Worthway

Address Five hundred + 00/100
For Conditional Use App.

AMT. OF ACCOUNT	AMT. PAID	BALANCE DUE	ACCOUNT	HOW PAID	By
				CASH	S. Worthway
				CHECK	836
				MONEY ORDER	
				CREDIT CARD	



STRUCTURAL PERMIT APPLICATION

201 S. Humbolt, Ste 170
 Canyon City, OR 97820
 541-575-1519
 Grantcountyoregon.net
 buildingpermits@grantcounty-or.gov

DEPARTMENT USE ONLY	
Permit #:	RECEIVED DEC 22 2023
By:	
Date:	

CITY OF JOHN DAY

This permit is issued under OAR 918-440-0050. Permits expire if work is not started within 180 days of issuance or if work is suspended for 180 days.

JOB SITE INFORMATION		OWNER INFORMATION	
Name: <u>Northway</u>		I am the property owner doing my own work (initial): <u>CN</u>	
Address: <u>147 NW 1st Ave</u>		Owner Name: <u>Chris Northway</u>	
City: <u>John Day</u>		Mailing address: <u>147 NW 1st Ave</u>	
Parcel #:		City/State/ZIP: <u>John Day OR 97845</u>	
Directions to work site:		Phone:	Cell: <u>541-505-1083</u>
		Email: <u>ChorMway3002@hotmail.com</u>	
Zoning	Floodplain	Sanitation	
Information verified/approved? <input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	Information verified/approved? <input type="checkbox"/> Y <input type="checkbox"/> N	
Signature:	Signature:	Signature:	
Jurisdiction:	Jurisdiction:	Jurisdiction:	
Date:	Date:	Date:	

(1) Valuation Information : bobby room

(a) Job description: 2 story garage w/ covered deck : patio

(b) Occupancy: U

(c) Construction type: VB

(d) Square feet: gar 1224 + deck/patio 480

(e) Cost per square foot (April ICC): 166.48 81,311.52 x 33.24 = 15955.20

(f) Type of Work: New Alteration Addition Demolition Repair

(g) Is this a foundation ONLY permit? Yes No

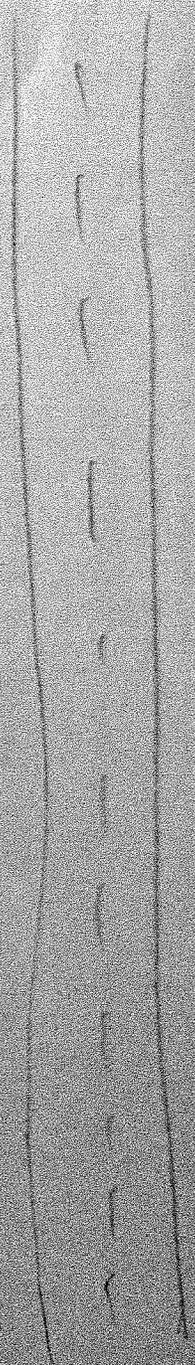
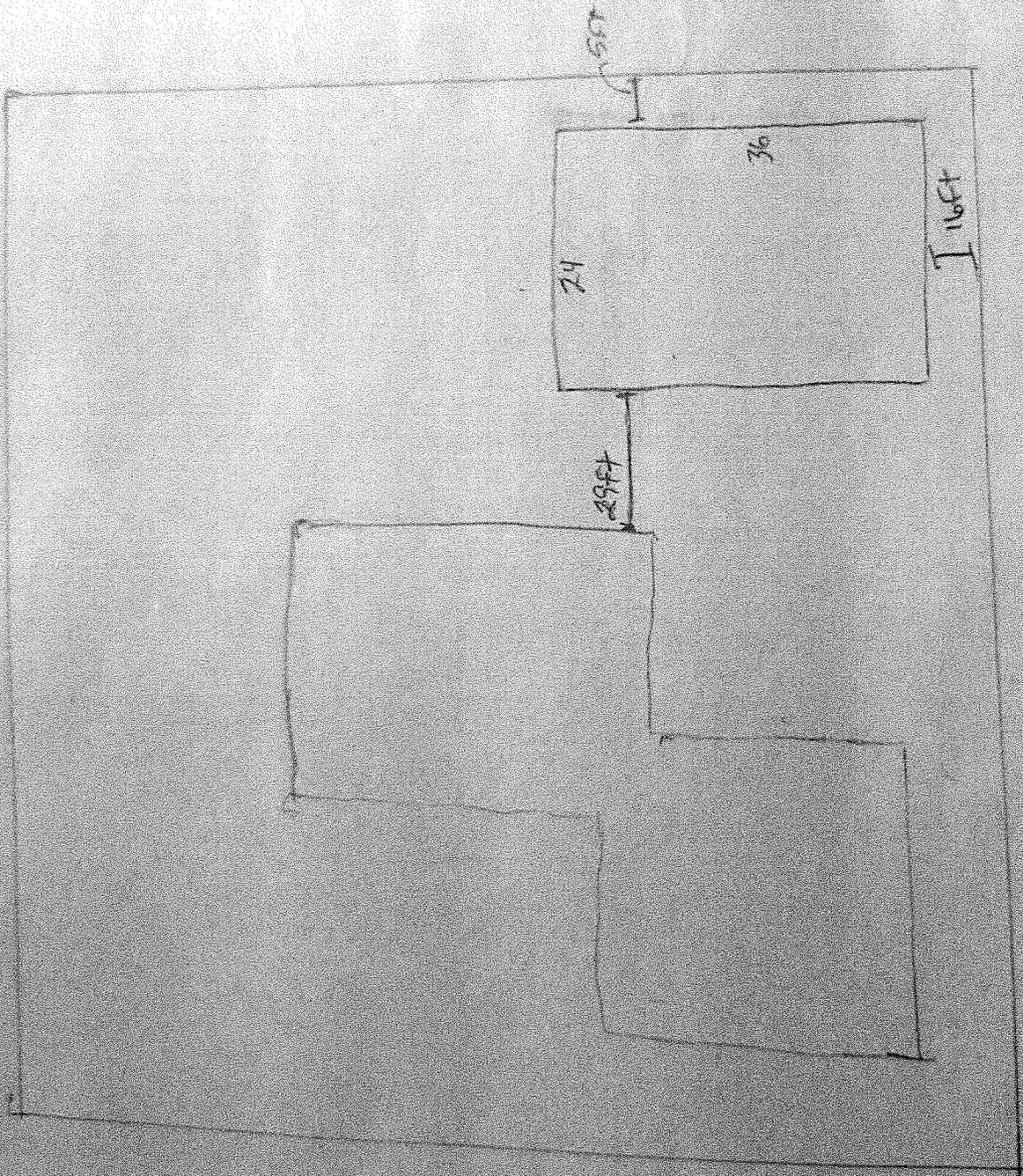
(h) Is this a plan review ONLY? Yes No

Total valuation: 97,326.72

(2) Building Fees		Contractor:	
(a) Permit fee:	<u>562.85</u>	Address:	
(b) 12% surcharge:	<u>67.54</u>	City/State/ZIP:	
(3) Plan Review		Phone:	
(a) Plan review (permit fee x .65)	<u>365.85</u>	Cell:	
(b) Fire & Life Safety (permit fee x .40)		Email:	
(c) Added plan review \$65/hr		CCB license:	
(d) Seismic review - permit fee x 0.01		BCD license:	
(4) Miscellaneous Fees		Department Use Only <input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> CC	
(a) Re-inspection or added inspection \$65/ea		Total Due: <u>996.24</u> \$ <u>197.23</u> #	
(b) Other inspection \$65/hr		<u>x Fer 168.12 From 371-23-000335-672</u>	
(c) Investigation \$65/hr			

I hereby certify that, to my knowledge, the above information is true and correct. All work to be performed shall be in accordance with all governing laws and rules.

Applicant name:	<u>Chris Northway</u>		
Mailing Address:	<u>147 NW 1st Ave</u>		
City/State/ZIP:	<u>John Day, OR 97845</u>		
Phone:	Cell: <u>541-505-1083</u>		
Email:			
Signature:			Date: <u>12/22/23</u>





450 E. Main Street
John Day, OR 97845
www.cityofjohnday.com
Tel: (541) 575-0028
Fax: (541) 575-3668

**Conditional Use Permit Notice of Application
APPLICATION NO. 02-24**

DATE OF NOTICE: April 16, 2024
APPLICANT: Chris and Shanna Northway
LOCATION: 147 NW 1st Ave, John Day, OR 97845
Map: 13S-31E-23CD Tax Lot: 06800
SUBJECT: Conditional Use Permit for accessory building in excess of 14'

Dear Property Owner,

Notice is hereby given that the John Day City Council is considering the following request:

Requested Land Use Action:

Conditional use permit to construct an accessory building (work-shop) that exceeds the maximum permitted height of 14'. Proposed accessory building is proposed to be 23' with a footprint of 864 square feet. Accessory buildings in excess of 14' are a conditionally permitted use in the underlying zone.

The City Council shall hold a public hearing on May 14th at 6:30 PM at the John Day Fire Station, 316 S. Canyon Blvd. The Council's decision shall be mailed to the applicant and anyone else who submitted written comments or who is otherwise legally entitled to notice.

Applicable Criteria:

5-4.4.040 Conditional Use Permits – Criteria, Standards, and Conditions of Approval.

Notice Requirements:

The purpose of this notice is to give nearby property owners and other interested people the opportunity to submit written comments about the application before the Type III decision is made. The goal of this notice is to invite people to participate early in the decision-making process. The notice will be sent to all property owners within 100-feet of the subject site for which the application has been made and other appropriate agencies at least 20 days prior to the City Council rendering a decision on this request.

If you would like to respond:

Written comments received or presented in person to John Day City Manager , 450 East Main Street, John Day prior to May 14th by 4:00 p.m. will be considered in rendering a decision. Written comments received by May 6 by 4:00 p.m. will be included in the staff report. A staff report will be available 7 days prior to the hearing for public review. Issues must be addressed with sufficient specificity based on criteria with the John Day

Development Code, upon which the City Council must base its decision. Failure to address the relevant approval criteria with enough detail may preclude you to appeal to the Land Use Board of Appeals or Circuit Court on that issue. Only comments on the relevant approval criteria are considered relevant evidence. All evidence relied upon by the City Council to make this decision is in the public record, available for public review. Copies of this evidence can be obtained at a reasonable cost from the City of John Day, 450 East Main Street, John Day, OR 97845.

The City Council shall hold a public hearing on May 14th at 6:30 PM at the John Day Fire Station, 316 S. Canyon Blvd. The Council's decision shall be mailed to the applicant and anyone else who submitted written comments or who is otherwise legally entitled to notice.

Any questions regarding the hearing should be directed to the Melissa Bethel, City Manager at 450 E. Main Street, by email to bethelm@grantcounty-or.gov or phone (541) 575-0028, Monday through Friday from 8:00 a.m. to 5:00 p.m.

John Day Planning Official

Enclosure:

Vicinity Map





450 E. Main Street
John Day, OR 97845
www.cityofjohnday.com
Tel: (541) 575-0028
Fax: (541) 575-3668

Conditional Use Permit Notice of Application APPLICATION NO. 02-24

APPLICANT: Chris and Shanna Northway
LOCATION: 147 NW 1st Ave, John Day, OR 97845
Map: 13S-31E-23CD Tax Lot: 06800
SUBJECT: Conditional Use Permit for accessory building in excess of 14'

Dear Property Owner,

Notice is hereby given that the John Day City Council is considering the following request:

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-Ad Proof-

This is the proof of your ad, scheduled to run on the dates indicated below. Please proofread carefully, and if changes are needed, please contact Alix Hand prior to deadline at or ahand@bluemountaineagle.com.

Date: 4/15/2024 Account: EO10628 File#: Company Name: CITY OF JOHN DAY Contact: CITY CITY Address: 450 E MAIN ST JOHN DAY, OR 97845-1238 Telephone: 541-575-0028 Fax:	Ad ID: 430194 Start: 04/24/2024 Stop: 05/08/2024 Total Cost: \$378.00 Columns Wide: 3.00 # of Inserts: 2 Ad Class: Legal Notices Phone: Email: ahand@bluemountaineagle.com Amount Due: \$378.00
Run Dates:	Conditional Use Permit Notice of Applica
Blue Mountain Eagle 04-24-24, 05-08-24	

**Conditional Use Permit Notice of Application
APPLICATION NO. 02-24**

APPLICANT: Chris and Shanna Northway
LOCATION: 147 NW 1 st Ave, John Day, OR 97845
Map: 13S-31E-23CD Tax Lot: 06800

SUBJECT: Conditional Use Permit for accessory building in excess of 14'

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HEARLEY Henry O

From: HEARLEY Henry O
Sent: Tuesday, April 16, 2024 11:57 AM
To: FALES Randy * OSFM
Cc: KUMP Casey * OSFM; Melissa Bethel
Subject: RE: Referral Comment on two CUPS

Thanks, Randy.

Henry

From: FALES Randy * OSFM <Randy.Fales@osfm.oregon.gov>
Sent: Tuesday, April 16, 2024 11:23 AM
To: HEARLEY Henry O <HHEARLEY@Lcog.org>
Cc: KUMP Casey * OSFM <Casey.Kump@osfm.oregon.gov>; Melissa Bethel <bethelm@grantcounty-or.gov>
Subject: RE: Referral Comment on two CUPS

WARNING: This is NOT an internal sender. Please review this message carefully before responding or interacting. If you have any concerns, contact the SERVICE DESK.

Henry,
Thank you for sending this information to me. At this time I do not have any comments for these plans.

Thank You
Randy Fales
Deputy State Fire Marshal
Malheur, Grant and Harney Counties
Mobile: 971-315-3951

From: HEARLEY Henry O <HHEARLEY@Lcog.org>
Sent: Monday, April 15, 2024 9:17 AM
To: FALES Randy * OSFM <Randy.Fales@osfm.oregon.gov>
Cc: KUMP Casey * OSFM <Casey.Kump@osfm.oregon.gov>; Melissa Bethel <bethelm@grantcounty-or.gov>
Subject: Referral Comment on two CUPS
Importance: High

Some people who received this message don't often get email from hearley@lcog.org. [Learn why this is important](#)

Hello Randy:

I am not sure if you received referral comment for two pending conditional use permits in John Day, so I would like to send them to you now for review and comment (if any). The proposals involve accessory structures taller than 14'. The applications will be reviewed by the John Day City Council on May 14.

Please let me know if you have any comments for the record.

Henry

Henry O. Hearley

Associate Planner, MCRP

Lane Council of Governments | 859 Willamette Street, Suite 500 | Eugene, OR 97401

Ph: 541-682-3089 | F: 541-682-4099

www.lcog.org | hhearley@lcog.org



RECEIVED
APR 29 2024
CITY OF JOHN DAY

Nick and Lawain Cooley
150 NW 2nd Avenue
John Day, OR 97845
Cell: 541-610-6589

April 23, 2024

ATTACHMENT D

To: The John Day City Council
450 E. Main St.
John Day, OR 97845

RE: Chris and Shanna Northway, Conditional use permit for accessory building in excess of 14'

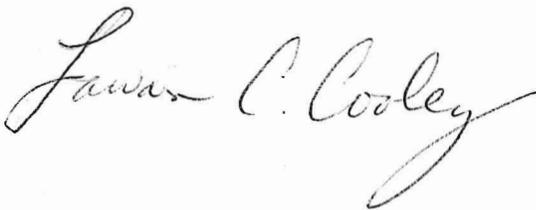
Dear City Council,

We are owners of a residence near the Northway home. We received a notice of their requested land use action. We are unable to attend the public meeting. There are several taller buildings in the vicinity of their home. We don't see any harm in erecting a structure that allows Mr. Northway to work or otherwise produce and provide for his family.

We are **in support of the approval** of their Conditional use permit for accessory building in excess of 14'.

Thank you,

Nick and Lawain Cooley

A handwritten signature in cursive script that reads "Lawain C. Cooley". The signature is written in black ink and is positioned below the typed name of the sender.

5/14/24

To: John Day City Council

From: Grant County Little League

RE: 2024 Little League District #3 All-Star Tournament

Background-

Grant County Little League (GCLL) is hosting the 2024 District #3 Baseball and Softball All-Star Tournament this year in John Day from June 26th – July 4th. This tournament has not been held locally for over 20 years. Hosting this tournament is very exciting but will require a community lift to make it successful. We are expecting to see around 45 teams attend this tournament. This will include teams from Burns, Baker, LaGrande, Pendleton, Hermiston, Hepner, Pilot Rock and others. In addition to the teams, parents, and coaches, we will also have umpires, grandparents, friends, and fans attend from across the state and beyond. This means we should expect to have between 2,000 and 2,500 people come to Grant County over the course of this tournament. This tournament will create a large economic opportunity for Grant County with visitors patronizing our stores, restaurants, and hotels. There will be visitors staying in John Day, Canyon City, Mt. Vernon and Prairie City, Seneca and in between. These visitors will be staying and patronizing our community for a couple of days up to the full 9 days of the tournament.

To host this tournament GCLL has committed to meeting the requirements set by Little League and our District. These requirements include a new scoreboard, dugout repairs, roofing and painting, fencing, back stop repairs, and infield modifications to name some of the big ones. We are also required to lodge and feed the umpire crew, provide portable restrooms with daily cleaning service, and provide a daily garbage service. There will be considerable expense incurred. We are partnering with local businesses, individuals, and organizations to help with these efforts.

To host this many people, we need to treat the organization of this event like a “mini-eclipse”. We know that parking, camping, lodging, and restaurants are our biggest constraints. We have partnered with the Chamber of Commerce to help with the planning of some of these efforts.

Request-

GCLL would like to partner with the City of John Day and request to the council that the City allow access to the areas shown in Exhibit 1 and Exhibit 2 for additional parking and camping. The locations are similar to what the City utilized in the planning for the 2017 Solar Eclipse.

On Exhibit 1 all areas would be for parking only with the exception of the blacktop west of the sawmill. At this location we would request that we could mark out for RV sites for camping in addition to parking. Parking at these locations provides access to the river trail and will allow for visitors to easily walk, ride bikes, and pull wagons to the 7th Street Complex. We would like to request that the gates stay open at

the treatment plant for the possibility of the People Mover running a bus and/or rented UTV's for transporting visitors. We would work with the public works department to put up the appropriate signage to show that this is not a public access and only for the purpose of authorized transportation. We also understand that there is a 20' access easement on the southern edge of the Hill Family Park west field and we would make sure there is appropriate signage as not to obstruct this.

The location on Exhibit 2 is at the industrial park where the public works department put in water and sewer for 100+ RV site for the eclipse. Two of these lots are privately owned and we have approval from the owner to use them for camping during the tournament. The other two are still owned by the City. We would like to request that these lots be made available for RV camping. Tammy Bremner with the Chamber of Commerce will help us with the reservations for these camping sites.

GCLL expects to spend between \$25,000-\$35,000 on this tournament. Other than our community individual and business partnerships, the only revenue that GCLL makes from this tournament will be through the concession stand. This will help offset some of the expenses, but we would request that RV camping fees made for reservations at the two City locations provided go to GCLL. There will be minor water and sewer usage for the RV sites, and we would request that the City donate these fees to GCLL. We would also like to request a minor amount of the public works staff time to help with charging the waterlines at the industrial park and some mowing and prep at these locations to be ready for parking and camping.

Our community has been very generous to help GCLL with this tournament. We hope that this tournament provides a way for GCLL to give back to our businesses for all the support we have received over the years. Monetary and in-kind support are crucial for this tournament to be a success, but equally important will be a volunteer effort during the course of the tournament. We will need score keepers, pitch counters, help in the concession stand, help with garbage and just general help for everything that comes up that we didn't anticipate. If you would like to help volunteer for this tournament, please reach out to the Grant County Chamber of Commerce.

We greatly appreciate your support and look forward to a successful tournament.

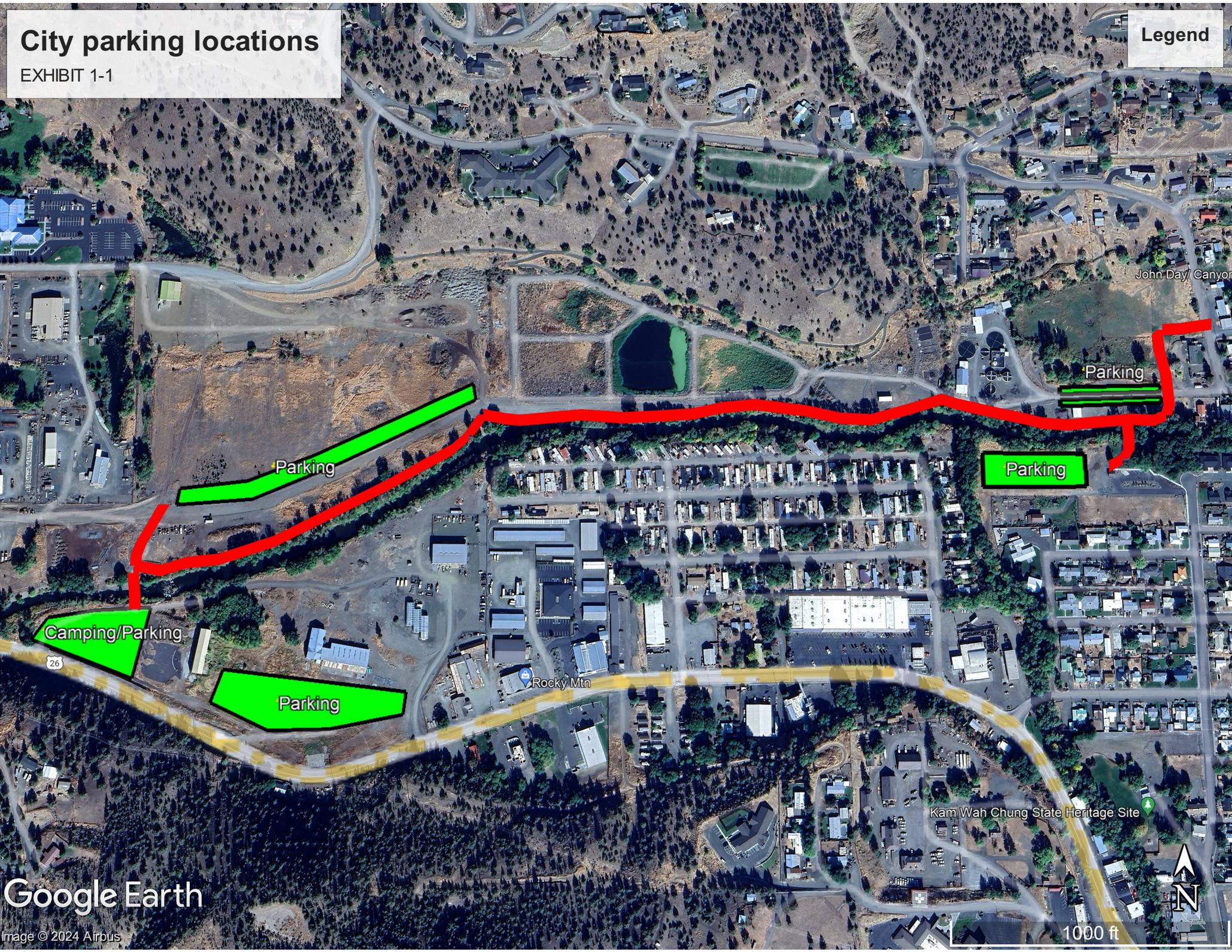
Thank you,

Grant County Little League

City parking locations

EXHIBIT 1-1

Legend



John Day Canyon

Parking

Parking

Parking

Camping/Parking

Parking

Rocky Mtn

Kam Wah Chung State Heritage Site

Google Earth

Image © 2024 Airbus

1000 ft

Industrial Park camping location

EXHIBIT 1-2

Legend

74B



Google Earth

Image © 2024 Airbus



3000 ft



Grant Soil and Water Conservation District
721 S. Canyon Blvd. - John Day, OR 97845 - Phone (541) 575-0135

COOPERATIVE AGREEMENT
"Community Wildfire Risk Reduction"

This Cooperative Agreement (the Agreement) is entered into between the Grant Soil and Water Conservation District, hereinafter called "**District**", and

Landowner Name: City of John Day

Mailing Address: 450 East Main St
John Day, OR 97845

Phone: (541) 575-0028

Email: cityofjohnday@grantcounty-or.gov

Authorized Representative: Melissa Bethel
City Manager

hereinafter called "**Cooperator**". Collectively the District and Cooperator are referred to as the "**Parties**"

The District's Authorized Representative shall be:

Kyle Sullivan
District Manager
721 South Canyon Blvd.
John Day, OR 97845
541 -575-0135 ext. 111
ksullivan@grantswcd.net

1. PURPOSE

This Agreement is entered into between the District and the Cooperator for the purpose of formalizing the relationship of the Parties to implement the Project Objective of Juniper Removal successfully outlined in the project map shown in Exhibit A, hereinafter called the "**Project.**"

The removal of juniper from the landscape will help improve watershed function, reduce fuels for fires, reduce fire risk for the municipality of John Day, and promote vegetation growth by removing a main consumer of water. By removing the juniper, the uptake of water can be spread throughout the landscape more evenly for use by other vegetation. This will also remove the trees from the landscape that are themselves fuels for fires.

2. TERM

Effective Date: This Agreement shall become effective on the date all parties fully execute the Agreement.

3. Expiration Date: May 31, 2026, as stated in the "2023 COMMUNITY WILDFIRE RISK REDUCTION PROGRAM ("CWRR") GRANT AGREEMENT NUMBER: 2023-CWRR-032" unless terminated earlier pursuant to Section 12, Termination. Cooperator shall complete all tasks associated with this Agreement prior to the Expiration Date. The District is not obligated by this Agreement to issue incentive payments after this date or provide payments to the Cooperator for partially complete project practices

4. FUNDING

Funding for this project may come from the Oregon State Fire Marshall office and or the Bureau of Land Management.

5. PROJECT SCOPE, RESPONSIBILITIES AND TASKS

Project Location

The project location is as identified in Exhibit A Project Map.

Brief Project Description:

The project will remove junipers from the selected landscape. The juniper shall be piled and disposed of in a manner acceptable to the District. This is intended to improve watershed function, reduce fuels for fires, and promote vegetation growth.

THE DISTRICT WILL:

1. Perform the duties of Grantee, Project Manager, and Payee for the "CWRR" Grant Number 2023-CWRR-032
2. Contract the removal of the Juniper trees.
3. Provide project oversight and certification of completion.
4. Acquire all necessary permits on behalf of the Cooperator.

THE COOPERATOR WILL:

1. Certify that the Cooperator owns and or is an authorized representative of the lands where the work will be conducted.
2. Grant the District, or their assigns, access to the site where the work is being conducted for inspection and evaluation and to conduct the work or a portion of the work on the Cooperator's property.
3. Acknowledge that the Cooperator is aware of the CWRR Grant and that information relating to the work, including project reports, is public record.
4. Grant the District the ability to take before and after photographs.

4. PUBLIC INFORMATION

All information resulting from the project funded under this Agreement is a matter of public record.

5. INDEMNITY AND LIABILITY

The Cooperator agrees to save and hold harmless the District and its respective officers, agents, employees, and members from all claims, suits, or actions of whatsoever nature resulting from or arising out of this Agreement.

ASSIGNMENTS, TRANSFERS, AND SUBCONTRACTS

There will be no assignment, transfer, or subcontracting of this Agreement, nor any interest in this Agreement except as set forth herein unless agreed to by both parties in writing as provided in Section 10. Modifications.

10. MODIFICATIONS

This instrument contains the entire Agreement between the parties, and no statement, promises, or inducements made by either party or agents of either party which are not contained in this Agreement shall be valid or binding, and this Agreement may not be enlarged, modified, or altered except as provided in this Agreement. No letter, e-mail, or other communication passing between the parties to this Agreement concerning any matter during the term of this Agreement shall be deemed a part of this Agreement unless it is distinctly stated and is signed by the authorized representative of each of the parties to this Agreement.

11. TERMINATION

- A. The Cooperator may terminate this Cooperative Agreement at any time upon thirty (30) days prior written notice to the District, provided that upon any such termination of the Agreement, the Cooperator must, within thirty (30) days of such termination, reimburse the District for all funds disbursed to the Project under this Agreement.
- B. The District may terminate this Cooperative Agreement:
1. Immediately upon written notice to Cooperator if the District fails to receive funding or other expenditure authority at levels sufficient to allow the District to meet its payment obligations under this Agreement.
 2. Immediately upon written notice to Cooperator if Federal or State laws, rules, regulations, or guidelines are modified, changed, or interpreted in such a way that this Agreement is no longer eligible for the funds, or the District has the authority to provide the funds to the Project.
 3. At any time upon thirty (30) days prior, written notice to Cooperator if Cooperator fails to perform any provision of this Agreement. The Cooperator must, within thirty (30) days of termination of the Agreement pursuant to this subsection, reimburse the District for all funds disbursed to the Project under this Agreement.

12. GOVERNING LAW

This Agreement will be governed by the laws of the State of Oregon.

13. WAIVER

A waiver of any particular provision of this Agreement by the District shall not be construed as a waiver of any other provision, nor shall any such waiver otherwise preclude the District from insisting on strict compliance with this Agreement in other circumstances.

14. SEVERABILITY

If any provision of this Agreement is determined to be invalid, illegal, or unenforceable, the remaining provisions will remain in full force if the essential provisions of the Agreement for the Cooperator and District remain valid, binding, and enforceable.

15. CONTENTS

This Agreement consists of 5 pages, and the Exhibits listed below.

- Exhibit A - Project Map

16. CERTIFICATION

Cooperator, by the execution of this Agreement, hereby acknowledges that Cooperator has read this Agreement, understands it, and agrees to be bound by its terms and conditions.

17. SIGNATURES

THE UNDERSIGNED hereby certifies that he/she has control of the said project and/or property and is thereby authorized to enter into this Cooperative Agreement.

IN WITNESS WHEREOF, the parties have executed this Cooperative Agreement in duplicate through their duly authorized officials as of the last date written below:

COOPERATOR

Signature	Date
-----------	------

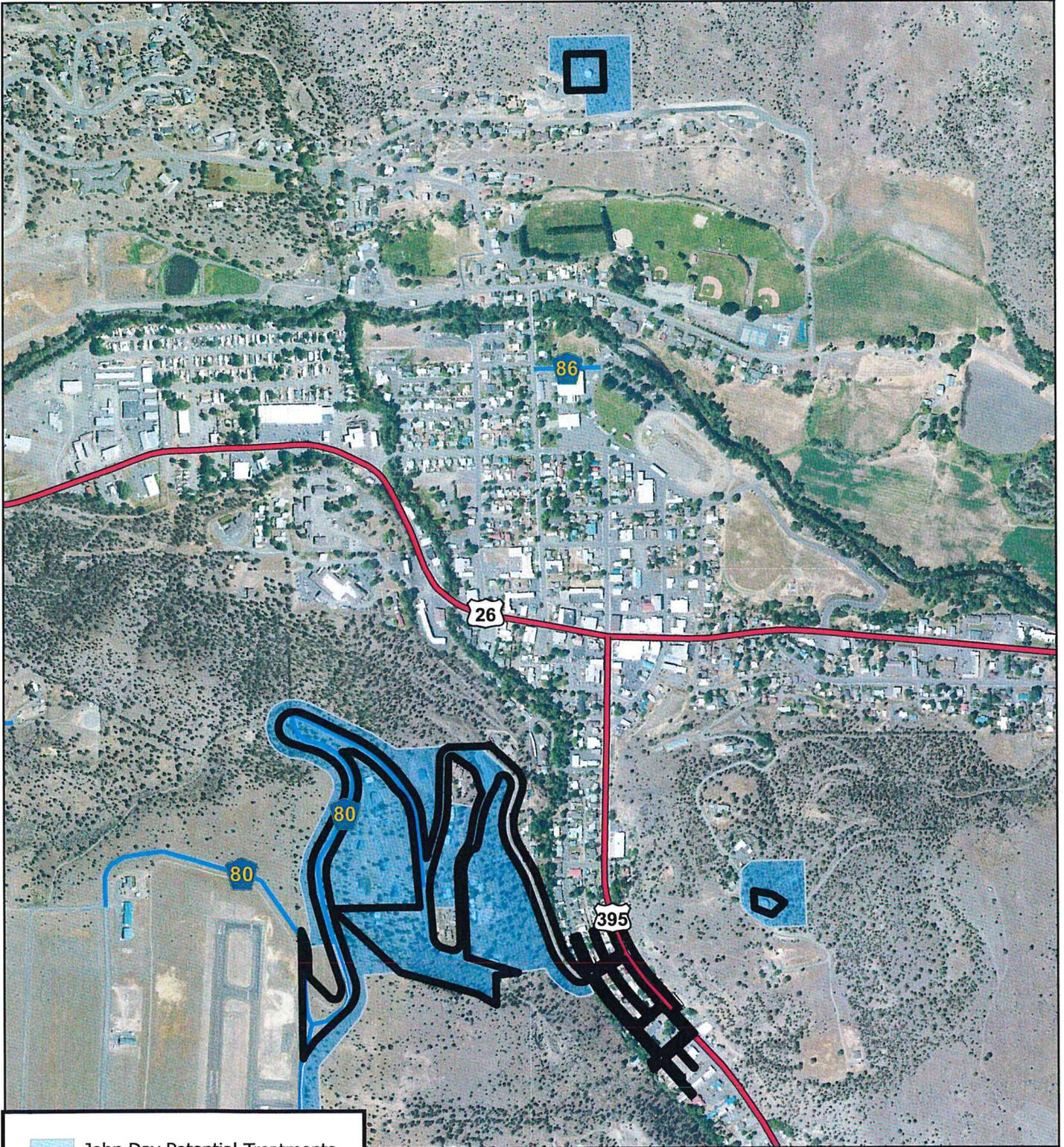
Printed Name	Title
--------------	-------

DISTRICT

Signature	Date
-----------	------

Kyle Sullivan	District Manager
Printed Name	Title

Exhibit A Project Map



 John Day Potential Treatments
 JOHN DAY, CITY OF



ZWYGART JOHN
CERTIFIED PUBLIC ACCOUNTANTS

Zwygart John & Associates CPAs, PLLC

16130 North Merchant Way, Suite 120 ♦ Nampa, Idaho 83687

Phone: 208-459-4649 ♦ FAX: 208-229-0404

March 26, 2024

We are appreciative of the opportunity to provide a proposal to perform your fiscal year 2023 financial statement audit work.

Our audit firm, Zwygart John & Associates CPAs, PLLC is registered with the State of Oregon Secretary of State – Registration Number 1440954-94. Our registration is current and valid until the renewal date of June 5, 2024. Jordan Zwygart is the registered agent and a member. Other members of the firm are Timothy John and John Russell.

John Russell will be the principal auditor on the engagement. He is licensed as a CPA in the State of Oregon, as well as Idaho, and on the municipal auditor roster. His Oregon CPA license number is 12911, with municipal license number 1661.

Jordan Zwygart is licensed as a CPA in the State of Idaho and is on the municipal roster through mobility with municipal license number 1576. Jordan's primary role on the audit will be as a quality control review, in accordance with our firm quality control standards.

Both John and Jordan have significant experience performing municipal audits and preparing financial statements that comply with all relevant GASB standards and the rules provided under Oregon Minimum Standards and Oregon Budget Law.

Sincerely,

Zwygart John and Associates PLLC



ZWYGART JOHN
CERTIFIED PUBLIC ACCOUNTANTS

16130 North Merchant Way, Suite 120 ♦ Nampa, Idaho 83687

Phone: 208-459-4649 ♦ FAX: 208-229-0404

Zwygart John & Associates CPAs, PLLC

City of John Day, Oregon:

We are pleased to provide a bid to perform your annual financial audit for the year ended June 30, 2023, with additional pricing information for the years ended 2024 and 2025. Below is a brief description of our firm, related audits we have performed, and our proposal for work to be done.

- 1) Zwygart John & Associates is located at 16130 N. Merchant Way, Suite 120, Nampa, Idaho. The main contact person for the City of John Day, Oregon's audit will be John Russell, e-mail: jrussell@myidahotax.com.
- 2) John Russell, CPA, will be the lead partner for all years of the audit. He has over 15 years of experience performing municipal audits in Oregon and Idaho. He is currently on the Oregon Municipal roster. John will oversee all work on the audit and will be present for field work. Jordan Zwygart, CPA, will also work on the audit, primarily as a reviewer. Jordan has over 10 years of experience performing municipal audits in both Oregon and Idaho. We have five other staff with up to 9 years' experience. All staff receive annual training on Oregon minimum standards and Governmental Auditing Standards. We specialize in GASB-governed audits and have several Oregon municipal audit clients.

We do not use subcontractors as part of our audit process. We do not anticipate needing to use a specialist or other professional consultant for your engagement.

- 3) We will perform preliminary audit work in our office. We will ask for documents to be sent to our office electronically to begin our audit work. Normally, we would anticipate that this work would begin near the end of August. After we have completed our preliminary work, we would come on site for 1 – 2 days to perform field work. We would anticipate this work to take place in September. Once the field work has been completed, we will complete our final review of items at our office and provide a draft for the city staff to review. We would anticipate that this would be delivered in November, after it has gone through our internal quality control review. We will work with city staff to make sure that all reports are submitted to the State of Oregon a few weeks before the December 31 deadline. Throughout the audit process we will maintain regular communication with city staff to ensure appropriate progress is being made. It will be our pleasure to present the completed audit and management letter to city council upon completion of the final report.

Given that the fiscal year 2023 audit report was due December 31, we would expedite our normal timeline to get that audit completed quickly. Ideally, we would like to have the 2023 audit report completed by the end of June 2024 so that the fiscal year 2024 audit can be completed on a normal schedule. We can be available to start on the 2023 audit as soon as it is awarded, if selected.

- 4) We use a secure online portal so that city staff can upload documents for the audit when it makes sense for their already busy schedule. Our goal is to minimize the interruption to normal activities for city staff. Documents that are sensitive or would be time consuming to scan and upload, we would review on site.
- 5) Our firm currently performs audits for about 30 cities, many of which are similar in size and complexity to the City of John Day. We perform municipal audits in both Oregon and Idaho. Our current client list includes about 20 entities in Oregon, including counties, cities, health districts, irrigation districts, and a variety of other entities. Many of our clients have component units, both blended and discretely presented, including Urban Renewal Agencies.
- 5) Below is a list of Oregon government audit clients with contact information:

Client	Service Provided	Contact
City of Nyssa, Oregon	Financial Audit	Jim Maret (541) 541-372-2264
City of Vale, Oregon	Financial Audit	Marea Hartwell (541) 473-3134
City of Hines, Oregon	Financial Audit	Kirby Letham (541)573-2251

More references are available upon request.

- 6) No regulatory actions have been taken or are pending against the firm. A copy of our most recent peer review is available upon request.
- 7) Our fee for the audit is outline below. These fees include all associated costs, including all travel expenses:
 - Fiscal Year Ending June 30, 2023: \$18,000
 - Fiscal Year Ending June 30, 2024: \$18,500
 - Fiscal Year Ending June 30, 2025: \$19,000

We try to keep annual increases to audit fees around 3-5%, assuming there are no significant regulatory changes or new accounting standards.

We typically do not bill hourly for any work associated with the audit. If circumstances might require this, we would discuss this with you prior to performing any such work.

- 8) If a Single Audit is required (because you have spent over \$750,000 in federal funds) there will be an additional \$6,000 added to the total audit cost, for each year it is required. A city of your size normally only has a Single Audit requirement if they have a major public works project, like a wastewater treatment facility or similar.
- 9) There are no judgments, expected litigation, or other circumstances that we are aware of that would impact the viability of our firm or negatively impact our ability to provide the expected level of service.

- 10) We do not charge fees for questions or assistance throughout the year. We encourage our clients to contact us with questions during the year, so that we can assist them to make sure that things are being accounted for correctly during the year.

Thank you for giving us the opportunity to provide a bid for your annual audit. If you have any questions, please feel free to contact us.

Sincerely,

Zwysart John and Associates PLLC

Poulsen VanLeuven & Catmull PA

Certified Public Accountants

Members of the American Institute of CPA's
and the Idaho Society of CPA's

Jeffrey D. Poulsen, CPA
Darren B. VanLeuven, CPA
Jacob H. Catmull, CPA

Report on the Firm's System of Quality Control

October 30, 2023

To the Members of Zwygart John & Associates CPA's, PLLC
and the Peer Review Committee of the Nevada Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Zwygart John & Associates CPA's, PLLC (the firm) in effect for the year ended March 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, which included a compliance audit under the Single Audit Act.

As a part of our review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Zwygart John & Associates CPA's, PLLC in effect for the year ended March 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Zwygart John & Associates CPA's, PLLC has received a peer review rating of *pass*.

Poulsen VanLeuven & Catmull

Poulsen VanLeuven & Catmull PA



REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: May 14, 2024			
Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion X	Information <input type="checkbox"/>
Date Prepared: 5-7-24		Dept.: City Manager's Office	
SUBJECT: Patterson Bridge Building Lease		Contact Person for this Item: Melissa Bethel, City Manager, bethelm@grantcounty-org.gov 541 575 0028 ex 4224	

SUBJECT: Discussion of City owned Commercial Building Lease at 433 Patterson Bridge Road

BACKGROUND:

On November 29, 2023 the Council voted unanimously to allow for a sealed bid process to lease the city owned commercial building on Patterson Bridge. The Council set a minimum bid requirement for \$1250/month and minimum of 1-year lease. The City received 3 bids which were placed on the January 9th Council agenda for discussion and selection. The Council voted 6-0 to approve the bid from Oregon Underground Utilities LLC for a 2-year contract at \$1700 a month.

Staff and the City attorney have been in contact with Oregon Underground Utilities, LLC for several months and to date no lease has been executed. The City has lost several months' rent and revenue in attorney fees and staff time. Staff issued a deadline to the owner of Oregon Underground Utilities of May 1, 2024 to sign the lease and to date there has been no further communication from the company.

Staff is bringing back the remaining two companies bids for council consideration. Council may decide to choose one of the previous bidders or reopen the bid.

FINANCIAL IMPACT:

The city has lost rent income, staff and attorney fees totally over \$7,000. Staff is recommending the council consider a new tenant in order to execute a lease.

Suggested Motion: "I move the John Day City Council move forward with (insert company/or reopening the bid) for the property at 433 Patterson Bridge Road.

ATTACHMENTS:

Remaining two bids for review.

Hueckman Contracting LLC.
204 Adam Dr Canyon City, OR 97820

Bid Proposal for Commercial Lease of
433 Patterson Bridge Road

City of John Day
450 E. Main Street
John Day, OR 97845

Subject: Commercial property Lease for 433 Patterson Bridge Road

Dear City Council Members,

Hueckman Contracting LLC. would like to propose a monthly rental bid of \$1,511.00/month for the minimum year lease with optional yearly lease extension if mutually agreed upon by both parties.

Hueckman Contracting is part of the local community and we take pride in being a lifelong resident of Grant County. We have built a strong working relationship with the City of John Day and specifically with the public works department and look forward to working together in the future. Thank you for your consideration on this lease opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read 'B Hueckman', written in a cursive style.

Brandon Hueckman

Hueckman Contracting LLC.

204 Adam Dr.

Canyon City, OR 97820



Date: [12-17-2023]

Hardy Lean Solutions

5250 Highbanks Road Unit 410

Springfield, OR 97478

Luke@hardylifts.com

541-359-9966

City of John Day

450 East Main Street

John Day, OR 97845

Subject: Proposal for Lease of 5400 sq ft Building in John Day, Oregon

Dear City Administrator,

We are writing to express our keen interest in leasing the 5400-square-foot building located in John Day, Oregon. At Hardy Lean Solutions, we believe that our organization's vision and objectives align perfectly with the city's goals and the community's needs.

1. Introduction of Hardy Lean Solutions:

Hardy Lean Solutions, a division of Hardylifts LLC, specializes in ergonomic material handling and trash dumping solutions, emphasizing workplace safety and productivity. Located in Springfield, Oregon, we offer a range of products like the GoLift, FlexLift, and Tipper, designed to reduce physical strain and the risk of injuries for workers. These products are tailored to meet the diverse needs of various industries, including healthcare, education, automotive, and manufacturing, among others.

A key aspect of our business model is leveraging the Internet for sales, allowing them to reach customers across the United States. This approach ensures that Hardy Lean Solutions is not solely reliant on local sales but has a broad national customer base. Our commitment to safety, ergonomic design, and a customer-centric approach, combined with our nationwide reach through online sales, positions Hardy Lean Solutions as a significant player in the material handling equipment market.

2. Provision of Family Wage Jobs and Business Growth:

As a small, family-owned business, Hardy Lean Solutions is deeply committed to scaling our growth through the nurturing environment of a small community. We prioritize creating family wage jobs that cover various aspects of manufacturing and selling processes. This initiative is not just about expanding our business; it's about fostering a workplace culture where employees are engaged in meaningful work that supports their families. By investing in the community this way, we ensure that our growth is intertwined with the well-being and prosperity of our employees and the local community. This approach reinforces our commitment to being a responsible and community-oriented business, providing long-term value to John Day and its residents.

3. Subcontracting Opportunities for Local Businesses:

In addition to our existing commitment to subcontracting local businesses for various services, Hardy Lean Solutions aims to further involve the John Day community by expanding our subcontracting needs in specific areas. These include the fabrication of parts, powder coating for machine durability and aesthetics, wood crate manufacturing for safe and efficient product shipping, and assistance with simple assembly processes in the manufacturing of our machines.

By outsourcing these essential tasks to local businesses, we not only support the local economy but also foster a network of skilled craftsmanship within John Day. This approach will create a robust supply chain ecosystem, where each subcontracted task contributes significantly to the overall quality and

efficiency of our products. Engaging local businesses in these specific areas will bring a range of economic benefits to the community, enhancing local expertise, generating more jobs, and ensuring a stable flow of business to local entrepreneurs.

This expansion of our subcontracting needs underlines our commitment to being an integral part of John Day's economic fabric, building a symbiotic relationship where both Hardy Lean Solutions and the community can thrive together.

4. Long-Term Stability for Lease Revenue and Potential Purchase:

Our proposal includes a commitment to a lease revenue up to \$1500 per month for 12 months, with options for multiple one-year renewals, offering the City of John Day long-term financial stability and a reliable revenue stream.

Additionally, Hardy Lean Solutions holds a strong interest in potentially purchasing the building during or at the end of the leasing period.

This prospect of purchasing the building aligns with our goal to truly anchor our business in the John Day community and marketplace. Owning the property would enable us to invest further in the facility, tailoring it more closely to our operational needs and long-term business strategy. It represents a commitment not just to our company's growth, but to our role as a steadfast contributor to the local economy and community fabric.

By expressing our interest in eventual ownership, we aim to demonstrate our dedication to being a permanent, contributing member of the John Day

community. This commitment underscores our belief in the mutual benefits of a long-term partnership between Hardy Lean Solutions and the City of John Day, where our growth and success are intrinsically linked to the prosperity of the community.

5. Community Engagement and Support in John Day:

Hardy Lean Solutions is eager to engage actively in the John Day community beyond our business operations. We plan to participate in local events such as the Grant County Fair and Rodeos by volunteering hours and possibly providing products that could add value to these events. Our involvement in such community activities is a testament to our dedication to being a part of the local culture and traditions.

Furthermore, we are considering the potential for a skilled workers partnership with local schools. This initiative aims to provide educational and practical opportunities for students, fostering their skills in a real-world context and preparing them for future employment opportunities, possibly within our organization or other local businesses.

Our desire to integrate into the John Day community is reinforced by the strong sense of hardworking and traditional values we have observed among its residents. These values resonate deeply with our company ethos, making John Day an ideal place for Hardy Lean Solutions to grow and contribute. We believe that by establishing solid relationships with the people of John Day and surrounding areas, we can create a mutually beneficial environment where the community thrives alongside our business.

In conclusion, leasing the 5400-square-foot building to Hardy Lean Solutions will not only fulfill your immediate requirement but also promise enduring benefits to the community of John Day. We are eager to discuss this proposal further and are available for a meeting at your earliest convenience.

Recap:

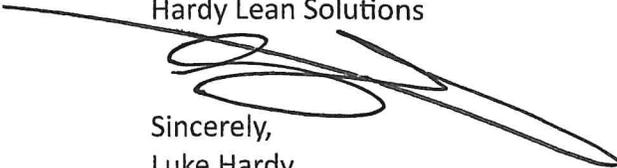
1. We will pay up to \$1,500.00 a month for one year with multiple one-year renewal options.
2. Desire to purchase building when and if it becomes available.
3. Investing in the community with current businesses that are already in John Day and bringing new opportunities for the current workforce from another region.
4. Willingness to prepay one year of lease if a tiebreaker is necessary to select a tenant.

Thank you for considering our proposal. We look forward to the possibility of a fruitful partnership with the City of John Day.

Sincerely,

Lucas Hardy

Hardy Lean Solutions



Sincerely,
Luke Hardy

Hardy Lean Solutions

Professional Services Agreement – Amd #03

This is Amendment No. **3** (this “Amendment”) to Professional Services Agreement dated March 18, 2019 is made and entered into this March 1, 2024 (the “Effective Date”) between the City of John Day (“City”), an Oregon municipal corporation, whose address is 450 E. Main Street, John Day, Oregon 97845, and Ducote Consulting LLC (“Contractor”), an Oregon corporation, whose address is PO Box 596, La Grande, Oregon, 97850.

RECITALS:

- A. The City desires to amend the Agreement with Contractor to perform certain Grant Administration and Environmental Services work.
- B. Subject to the terms and conditions contained in this Amendment to the Agreement, Contractor will perform the Services (as defined below) for and on behalf of the City. This Amendment shall supersede the Agreement for these clauses (deletions show in ~~strike-through~~, additions in **blue**)

AMENDMENT:

2.1 Compensation. Subject to the terms and conditions contained in this Agreement, Contractor will perform the Services at a rate of ~~\$100.00~~ \$125.000 per hour (taking effect September 1, 2023)... (y) total compensation for the Grant Administration Services identified under Task 1 of Schedules 1.1 will not exceed ~~\$10,000 \$25,000 \$45,000~~ **\$75,000**; (z) total compensation for the Environmental Review Services identified under Task 2 of Schedule 1.1 will not exceed ~~\$15,000 \$30,000~~ \$40,000. **(a1) total compensation for “Construction Funding Coordination” identified in this amendment as Task 03 of Schedule 1.1 will not exceed \$15,000; (b2) total compensation for “Funding Project Management” identified in this amendment as Task 04 of Schedule 1.1 will not exceed \$45,000;**

5.1 Term of Agreement. Subject to the terms and conditions contained in this Agreement, the term of this Agreement commenced on the Effective Date and will remain in full force and effect until ~~December 31, 2019 April 5, 2023 June 30, 2024~~ **December 31, 2025.**

CITY:
City of John Day
An Oregon municipal corporation

CONTRACTOR:
Ducote Consulting LLC
an Oregon corporation

By: Melissa Bethal
Its: City Manager

By: Nicholas Ducote
Its: Owner and CEO

Task 3: “Construction Funding Coordination”

Project background: The City of John Day is in the Final Design phase of a project to replace its wastewater treatment plant. This project is anticipated to be \$20,000,000 or more and the City needs to pursue a variety of potential funding sources for construction. At this time, the City has secured a different levels of commitment from the DEQ-Clean Water State Revolving Loan Fund, the HUD-Community Development Block Grant program, and USDA-Water & Environmental Programs. Potential funding sources also include an EPA-Community Grant.

Caveat: No lobbying can take place with these funds. If the City wishes to lobby for funding directly with a state or federal legislator, the City will have to pay separately. Ducote Consulting did author the City’s Congressionally Directed Spending request, but was not compensated with federal funds for that work. Coordination with EPA on Community Grants is not considered lobbying.

Grant-Writing:

1. HUD-CDBG

- a. Coordinate with Business Oregon to integrate new funding into the overall project.

2. CWSRF

- a. Develop and submit an LOI to the CWSRF program for the project. This will allow the City access to special Bipartisan Infrastructure Law funds.
- b. Work with Oregon DEQ-CWSRF and the City to develop the full application after it has been invited.
- c. Develop the Project Narrative, collect attachments, and draft a grant application that complies with requirements.
- d. Work with DEQ-CWSRF to integrate the CDBG Environmental Report with any CWSRF requirements.
- e. Facilitate the process until the City has received its funding commitment from DEQ-CWSRF.

3. USDA-WEP

- a. Work with USDA staff to develop and review application documents, update the USDA application, and
- b. Facilitate discussions between the City, USDA, and the project engineer regarding the Preliminary Engineering Report and Project Scope.
- c. Assist the City Staff with finalizing any remaining documents required to enter USDA underwriting.

4. EPA-CG

- a. Work with EPA staff to integrate EPA-Community Grant funds into the construction project. Facilitate conversations between all funding agencies and EPA to determine things like:
 - i. Lead federal agencies
 - ii. Preferred Environmental Assessment format
 - iii. Federal cost-share and amounts of non-federal funds included in the matches
- b. Work through the City’s Grants.gov account to fill out application materials, including but not limited to:

- i. Budget and Project Narrative
- ii. SF budget forms
- iii. Environmental documents
- iv. Other needed application materials
- v. Collecting and uploading any required attachments

Fee: Not to exceed \$15,000.

Task 4: Funding Project Management

Background: Business Oregon’s CDBG program has a limit of \$35,000 for Grant Administration tasks. The City’s other funding for the sewer project currently is the Water/Wastewater Financing Program which refers to these tasks as “Project Management.” As additional funding is brought on board, this task is intended to be more than simply CDBG Grant Administration. When the CDBG grant expires in August 2025, the “Funding Project Management” task and funding will continue to be active. The Funding Project Manager shall provide the following services associated with the Wastewater Treatment Plant project funding for the City of John Day’s project as delineated in the appropriate grant handbook and other agency specified publications (this listing is not meant to be exhaustive or exclusive):

Coordinate Funding Project Management Activities:

- Serve as central contact for local, state, and federal people involved in the project.
- Coordinate with the City’s consultants regarding the project, coordination with funding agencies, and
- Assist the City with differentiating between CWSRLF, Water/Wastewater Financing Program, USDA, and CDBG requirements and documentation.
- Possess knowledge of state and federal laws/requirements affecting the project.
- Coordinate all grant activities and administer all grant related contracts.
- Monitor project progress against the Scope of Work and Budget, providing the results to the City of John Day and funding agencies.
- Ensure grant recipients(s) meets all conditions of the grant contract and that contractors fulfill contractual obligations.
- Assist with procure engineering services and consultant contractors:
 - Possess knowledge of state law for procurement of materials and services.
 - Comply with state and local procurement laws and ordinances.
 - Prepare Requests for Proposals and/or Requests for Qualifications.
 - Coordinate drafting and reviewing of contracts to ensure compliance with federal requirements.
 - Prepare scope of services for each contract and obtain approval by appropriate regulatory authorities.
 - Ensure state review of all project-related contracts.
 - Prepare contract amendments or requests to state for funding contract amendments, when needed.
- Ensure that all the exhibits and conditions of the funding contract are fulfilled.
- Label all correspondence and other required documents with the appropriate project ID number(s).

- Obtain copies of all project Contracts and Agreements and provide copies to Business Oregon.
- Submit WBE and MBE outreach efforts and document the same.
- Collect documentation for funding agencies from the project engineers regarding:
 - American Iron and Steel
 - Buy America, Build America.
- Prepare budgets, schedules, and amendments as needed.
- Establish and maintain funding files during the project, which upon project completion shall be given to the City of John Day for their records.
- Prepare cash requests, progress reports and other documents on an “as needed basis”.
- Other duties as assigned/needed.



REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED May 14, 2024			
Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion X	Information <input type="checkbox"/>
Date Prepared: 5-7-24		Dept.: City Manager's Office	
SUBJECT: Appointments to Budget Committee (City and URA)		Contact Person for this Item: Melissa Bethel, City Manager, bethelm@grantcounty-org.gov 541 575 0028 ex 4224	

SUBJECT: Council Appointment to City and URA Budget Committees

BACKGROUND:

ORS 294.414 provides cities must establish a budget committee which consists of;

- Members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body.

Currently, the City has an elected body of a Council President and 5 councilors. Therefore, the budget committee may consist of the elected officials and equal number of electors. Currently, there is only one budget committee elector (Ms. Swank). The council has the option of appointing 5 additional members.

As the members are volunteer, personal information has been redacted including signatures for the safety of our citizens. Applications have been received by:

Nick Green
Irene Jerome
Amy Walker
Bradley Hale
Jon Meiling
Vernon Pifer

Clayton Vibbert
Tom Olson
Shannon Adair
Beth Spell
Jody Moulton

All applicants were verified as active electors with the county clerk. The appointed members will be appointed to a term of 3 years ending January 2027.

FINANCIAL IMPACT:

Budget committee members are volunteer and do not receive compensation.

ATTACHMENTS: Budget Committee Applications and FY24-25 Budget Calendar



CITY OF
JOHN DAY

FY24-25 BUDGET CALENDAR

Appoint budget officer and Committee members	May 14, 2024
Budget meeting:	May 21, 2024
Budget meeting and public hearing	June 4, 2024
Budget Adoption (Council)	June 25, 2024

FY24-25 URBAN RENEWAL BUDGET CALENDAR:

Appoint budget officer and committee members	May 21, 2024
Budget meeting and public hearing	June 4, 2024
Budget adoption	June 25, 2024



CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	Nicholas Green
Street Address:	
Mailing Address:	
City/State/Zip Code:	John Day, OR 97845
Home Phone:	
Work Phone:	
E-Mail Address:	

Background

Years of Residence in John Day:	8
Place of Employment:	Self-employed small business owner
Occupation:	Public Policy Consulting
Educational Background:	Masters in Public Administration, University of Washington Certificate in Technology Entrepreneurship, UW Bachelors in Microbiology, Brigham Young University
Prior Civic Activities:	Six years city manager and planning official (John Day) Six years managing Grant County Digital Six years managing John Day's Urban Renewal Agency Twenty years of public policy management and advising

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

With 20+ years managing public sector agencies and finances, including direct experience as John Day's city manager and budget officer, I offer a depth of expertise unmatched by many recent city council meeting participants. My lack of formal ties to the City ensures I bring an independent, conflict-free perspective to the budget committee. My proven track record in public sector finance positions me to contribute actionable solutions to our budgetary challenges. As a resident taxpayer, I have a vested interest in our city's fiscal health and long-term success.

Motivation

Discuss your motivation for serving on this Board/Commission.

Inspired by the City Manager's Coffee Time call for applicants, I'm eager to offer my expertise to the budget committee. My ongoing volunteer efforts, including regular participation in city council meetings and my successful grant writing record (most notably this month's broadband award), demonstrate my passion for John Day's fiscal well-being. I'm confident my understanding of the City's finances and potential revenue streams would be a significant resource for the committee's collaborative work. Having served for six years as City Manager, my experience gives me unique insight into John Day's finances. My in-depth knowledge of the City's finances and funding sources would be a valuable asset to the committee.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at John Day City Hall indicating the type of information you will be required to disclose if you are appointed.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Nicholas Green
Signature	
Date	04/16/2024

Our Policy

It is the policy of the City of John Day to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of John Day accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.



CITY OF JOHN DAY

RECEIVED
APR 22 2024
CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	Beth Spell
Street Address:	
Mailing Address:	same
City/State/Zip Code:	John Day, Oregon 97845
Home Phone:	
Work Phone:	N/A
E-Mail Address:	

Background

Years of Residence in John Day:	52 years currently 72 years total
Place of Employment:	retired
Occupation:	retired teacher
Educational Background:	Bachelor of Science + 45 in education
Prior Civic Activities:	John Day Budget Committee Grant County Extension E-4-H Advisory Board Grant County Extension E-4-H District Budget Committee Co-chair of Episcopal Diocese of Eastern Oregon Diocesan Council

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

I have completed the on-line training for budget committee members as provided ~~to~~ by the Oregon League of Cities. I have served on the Budget Committee since April 2018.

Motivation

Discuss your motivation for serving on this Board/Commission.

I think it is important for the average citizen to participate in local government and provide service where they feel able to do so. I also think it is important to have a diverse group participating in the process.

Special Notice

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)

Beth Spell -

Signature

Date

4-22-2024

Our Policy

It is the policy of the City of John Day to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of John Day accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.



CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	<i>Chayton Vibbert</i>
Street Address:	
Mailing Address:	
City/State/Zip Code:	
Home Phone:	
Work Phone:	
E-Mail Address:	

Background

Years of Residence in John Day:	<i>2</i>
Place of Employment:	<i>out post</i>
Occupation:	<i>bartender</i>
Educational Background:	
Prior Civic Activities:	

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Bitcoiner

Motivation

Discuss your motivation for serving on this Board/Commission.

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Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at John Day City Hall indicating the type of information you will be required to disclose if you are appointed.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Clayton Vibbert
Signature	
Date	5/9/24

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.



CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	Shannon Adair
Street Address:	
Mailing Address:	
City/State/Zip Code:	John Day, OR 97845
Home Phone:	
Work Phone:	
E-Mail Address:	

Background

Years of Residence in John Day:	45+ years
Place of Employment:	Partner/GM - 1188 Brewing Company, John Day
Occupation:	Entrepreneur/General Manager
Educational Background:	Grant Union High School Oregon State University - B.S. - Bus Admn/Marketing, Russian Studies Central Oregon CC - Massage Therapy
Prior Civic Activities:	Swim Team Board - several years Grant County Chamber of Commerce Board - 2 yrs Dance Team Coaches Association - 19 yrs John Day City Council - 2017 - 2022

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council**
- Budget Committee**
- Planning Commission**

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

I am an entrepreneur and have owned businesses in John Day since 2002. I have experience in creating and maintaining budgets, managing a large staff, and meeting legal requirements for an extensively regulated business. I have experience as a general contractor for several commercial building projects for my businesses. I have experience in property transactions as an escrow officer, as well as an insurance background as an agent, underwriter, claims adjuster and manager.

Motivation

Discuss your motivation for serving on this Board/Commission.

As a business owner and citizen of John Day, I care deeply about the financial health of our community. I have the necessary experience to add value to the discussions surrounding revenue opportunities for our city, as well as potential budget solutions for the current situation the city is in. I understand that it is challenging to get volunteers, but I understand the importance of these positions and I'm willing to put the necessary time in to help find solutions.

Special Notice

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	
Signature	
Date	

Our Policy

It is the policy of the City of John Day to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of John Day accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.



CITY OF JOHN DAY

RECEIVED

MAY 02 2024

CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	BRADLEY LANCE HALE
Street Address:	
Mailing Address:	
City/State/Zip Code:	JOHN DAY OR 97845
Home Phone:	
Work Phone:	1
E-Mail Address:	

Background

Years of Residence in John Day:	1 YEAR
Place of Employment:	RETIRED
Occupation:	LAND SURVEYING
Educational Background:	HIGH SCHOOL DIPLOMA ASSOCIATE OF SCIENCE OF APPLIED DRAFTING (LCC)
Prior Civic Activities:	SELLWOOD JUNIOR BASEBALL COACH, 4 YRS CJO BASKETBALL COACH 4 YRS, BLEED DRIVE PARTICIPATE

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

COLLEGE ACCOUNTING COURSE AND ENGINEERING COMPUTATIONS (LCC & CIT)
NATIONAL GUARD COMPANY COMMANDER & BATTALION INTELLIGENCE OFFICER 24 YRS
MAINTAINED MAINTAINED HOME BUDGET AND ACCOUNTS ON HOME BASED QUICKEN
SOFTWARE, WITH MONTHLY RECONCILIATION
MANAGED 3 SURVEY CREWS AT CIVIL ENGINEERING FIRM FOR 4 YRS
SURVEY CREW CHIEF MANAGING COLLECTION OF DATA AND PERFORMING FIELD
CALCULATIONS AND PRECISION STAKING FOR RESIDENTIAL SUBDIVISIONS.

Motivation

Discuss your motivation for serving on this Board/Commission.

TO SERVE THE PEOPLE OF JOHN DAY COMMUNITY, WHICH I AM
A CITIZEN OF AT THIS PRESENT TIME WITH A VISION OF
MAINTAINING A LIFESTYLE AND LIVEABILITY FOR ALL OF ITS CITIZENS.

Special Notice

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Brad HALE
Signature	
Date	

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Thank you for completing this application form and for your interest in volunteering with us.

RECEIVED
APR 29 2024
CITY OF JOHN DAY

April 29, 2024

Re: City of John Day – Budget Committee Application

To: John Day City Council

City Council Members,

Attached is my application to serve as a budget committee member for the City of John Day. In the spirit of full disclosure, please know that I will not be able to attend either the May 21, 2024 Budget Meeting or the June 4, 2024 Budget Meeting and Public hearing in person due to previous travel commitments. However, I will be able to attend virtually if that option is available.

Respectfully submitted,

Irene K. Jerome
408 SE Hillcrest Rd
John Day, OR 97845



CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	Irene K. Jerome
Street Address:	
Mailing Address:	
City/State/Zip Code:	John Day, OR 97845
Home Phone:	
Work Phone:	
E-Mail Address:	

Background

Years of Residence in John Day:	33
Place of Employment:	Self Employed
Occupation:	Forester
Educational Background:	BS Forest Management - OSU Post Bac Business + Economics - EOU
Prior Civic Activities:	Hood River County Forest Advisory Bd EOU Grant Co - College Advisory Bd NE Oregon Small Woodlands Assoc (Grant + Harney Co Representative)

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

2 terms college level basic accounting
1 term college level government accounting
Self-employment requires an understanding of basic fiscal processes.

Motivation

Discuss your motivation for serving on this Board/Commission.

I am concerned about the financial viability of both the city and the County. My work takes me all over eastern Oregon and this issue is a common theme. My experience may be of value.

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Agreement and Signature

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Name (printed)	Irene K. Jerome
Signature	
Date	April 29, 2024

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CITY OF JOHN DAY

RECEIVED
MAY 07 2024
CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	Jon Meiling
Street Address:	
Mailing Address:	SAME
City/State/Zip Code:	John Day, Ore 97845
Home Phone:	
Work Phone:	
E-Mail Address:	

Background

Years of Residence in John Day:	5 years
Place of Employment:	NONE
Occupation:	NONE
Educational Background:	Some College
Prior Civic Activities:	Church & School Volunteer

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Trainer and Supervisor for Company of
50 plus employees

Motivation

Discuss your motivation for serving on this Board/Commission.

I do NOT LIKE the way the City is headed.

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Agreement and Signature

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Name (printed)	<i>Donna Melting</i>
Signature	<i>[Handwritten Signature]</i>
Date	<i>5/4/24</i>

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CITY OF JOHN DAY

RECEIVED
MAY 07 2024
CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	Jade Maulton
Street Address:	
Mailing Address:	
City/State/Zip Code:	John Day Or 97845
Home Phone:	
Work Phone:	
E-Mail Address:	

Background

Years of Residence in John Day:	61
Place of Employment:	Les Schwab Tire Center
Occupation:	Sales-Admin
Educational Background:	high school diploma
Prior Civic Activities:	

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Office manager at Les Schwab Tire Center for
40 years

Motivation

Discuss your motivation for serving on this Board/Commission.

I have been attending the John Day City Council meetings for quite some time now. It concerns me that the city is in a un-healthy financial situation. Being fiscally responsible has always been important to me & I would like to see that for the City of John Day

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Agreement and Signature

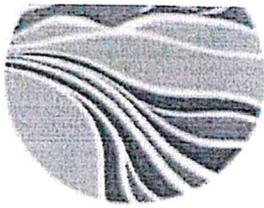
By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Jody Moulton
Signature	
Date	5-6-24

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CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name: Tom Olson
Street Address: re.
Mailing Address: Same As Above
City/State/Zip Code: John Day, OR 97845
Home Phone:
Work Phone: Same As Above
E-Mail Address:

RECEIVED
MAY 01 2024
CITY OF JOHN DAY

Background

Years of Residence in John Day: 30 years
Place of Employment: Tom Olson
Occupation: Strategic Planner/Market Researcher/Brand Mgt./Marketer
Educational Background: Masters in Business Administration; the Olin School of Business, Washington University in St. Louis, MO
Prior Civic Activities:

- John Day Volunteer Fire Fighter 1977 - 1979
- John Day Budget Committee (Former)
- Grant County Compensation Board (Current)

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

City Council

- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Previously served two terms on the Budget Committee.

Motivation

Discuss your motivation for serving on this Board/Commission.

- The City of John Day is in a financially, precarious predicament due to the fiscal policies pursued under the previous City Manager. During my previous tenure on the JD Budget Committee, I pointed out a number of these problems and the looming consequences of them.
- We are now having to deal with them.
- I'm confident the City can overcome these hurdles and get back onto solid financial footing. I want to be a key part of helping to achieve that for the City.

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Agreement and Signature

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Name (printed)	Tom Olson
Signature	
Date	4/23/2024

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CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name:	Amy Walker
Street Address:	<input type="text"/>
Mailing Address:	
City/State/Zip Code:	John Day
Home Phone:	
Work Phone:	
E-Mail Address:	

Background

Years of Residence in John Day:	8 years resident of John Day, Grant County 50+
Place of Employment:	Solutions CPAs
Occupation:	Certified Public Accountant
Educational Background:	University of Portland, Eastern Oregon University
Prior Civic Activities:	

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

I am a licensed CPA with a Municipal Auditor license in the State of Oregon.
I have worked on and managed audits for cities, schools, counties and not for profits for 15 years.
Oregon Local Budget Law requirements are one of the specific Oregon Minimum Standards that are tested and reported on during the audit process.
I have also worked on a variety of single audits, which is an audit of compliance with federal award requirements for major programs and a review of internal controls over compliance for major programs.

Motivation

Discuss your motivation for serving on this Board/Commission.

I want to make sure basic city services remain available for residents, primary among these being water and sewer. I also believe I have unique skills that would be valuable to the position.

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Agreement and Signature

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Name (printed)	Amy Walker
Signature	
Date	4/23/24

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CITY OF JOHN DAY

Application for Boards/Commission

Contact Information

Name: Vernon Eugene Pifer
Street Address:
Mailing Address:
City/State/Zip Code: John Day, OR, 97845
Home Phone: 541-408-5106
Work Phone:
E-Mail Address:

Background

Years of Residence in John Day: 9 months
Place of Employment: retired-USAFA-MSGT (E7)
Occupation:
Educational Background: High School Diploma - Custer S.D.
AS-Aviation Maint. Tech - Lane Community College - Eugene
80 credit hours supervisor training - COCC - Bend
Prior Civic Activities: Church council - 4 years
Praise/Worship teams - 30 years
Community clean-up events
Food distribution, food bank

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

- City Council
- Budget Committee
- Planning Commission

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Owned and operated Composite Creations, Prineville OR, 11/05-5/14
Book keeping - Quick books mfg, Production and Sales mgr, Customer service
Inventory mgr - Lancair Int, Redmond OR, 1/92-9/05
Purchasing, Inside sales/customer service, tech support, Shipping/receiving
Six S auditor, PCC/Schlusser Casting, Redmond OR,

Motivation

Discuss your motivation for serving on this Board/Commission.

Desire to serve the needs of the community. To be part of finding and implementing solutions for problems. Being a member of team efforts for development and improvement.

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Agreement and Signature

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Name (printed)

Vernon E Pifer

Signature

Date

5/08/24

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BIOGRAPHY

UNITED STATES AIR FORCE

TECHNICAL SERGEANT VERNON PIFER

Technical Sergeant Vernon Pifer is a Pneudraulic System Technician with the 142nd Maintenance Squadron. His primary responsibilities include troubleshooting, maintaining, and repairing the F-15 Pneudraulic System. He is a 7 Level that is Red X certified and assists in training new personnel assigned to the shop.

He served 14 days active duty for Noble Eagle following the 9/11 attack. He has supported Temporary Duties to include 4 times to Panama, 3 times to Iceland, 1 to Turkey, 1 to Saudi Arabia, 1 to Denmark, 1 to Tyndall AFB and 1 to Key West.

EDUCATION:

January 1999, Completed NCO Correspondence Course 6

Assoc. of Science Degree in Aviation Maintenance Technology

ASSIGNMENTS:

1. June 1991-Present: Pneudraulic System Technician, 142nd MXS, Portland, OR
2. March 1974 -November 1974: Pneudraulic System Technician, 5th FTR SQ, Minot AFB
3. Feb 1973- Feb 1974: Pneudraulic System Technician, Utapao, Thailand
4. April 1971-Feb. 1973: Pneudraulic System Technician, Ellsworth AFB, Rapid City, SD
5. May 1972-Nov. 1972: Pneudraulic System Technician, TDY Anderson AFB, Guam



MAJOR AWARDS AND DECORATIONS:

AF Commendation Medal
AF Achievement Medal
Air Reserve Forces Meritorious Service Medal 3 Devices
National Defense Service Medal 2 Devices
Global War on Terrorism Medal
AF Outstanding Unit Award with Valor Device 2 Devices
AF Good Conduct Medal 1 Device
AF Longevity Service 2 Devices
Armed Forces Reserve Medal with 1 "M" Device 1 Device

EFFECTIVE DATES OF PROMOTION:

Promoted to E-6 July 2001
Promoted to E-5 October 1993
Promoted to E-4 September 1972 (Joined Oregon Air National Guard June 1991 at rank of E-4)
(Current as of March 2006)

Vern Pifer

Objective

To obtain a job where I can use my extensive customer service and supervisory skills. I enjoy working with people to solve problems. I want to contribute to the growth and profitability of a company.

Experience

Composite Creations, Inc.

11/05 - 5/14

Owner

Run day to day operations of a composite shop manufacturing parts mostly for the aircraft and race car industries. Responsible for purchasing, customer service/sales, setting production schedule and taking care of all the finances of the company.

USAF Air Guard

06/91 - 08/07

Hydraulic Repairman

Served on active duty Air Force for four years and 16 years in the Air Guard. In both positions I held the position as Hydraulic Repairman working on various aircraft. Retired at 20 years of service and honorably discharged as an E-7 Master Sgt.

Lancair International Inc.

01/92 - 09/05

Inventory/Customer Service Manager

Managed daily operations of the inventory department which included supervising 7 - 10 employees in shipping and receiving. Department was responsible for packing kits to be shipped in large crates all over the world as well as daily orders for small parts. Also supervised the purchasing department to make sure parts were ordered accurately and on time. Other duties included managing the customer service department. I was responsible for taking customer orders and providing technical support for customers building their airplanes. I needed to know every airplane kit that Lancair sold so I could make sure the customer received the correct parts in a timely manner. I achieved a 98% success rate in customer satisfaction.

Pozzi Windows

08/85 - 05 87 and 08/89 - 01/92

Assistant Foreman

Worked in various window assembly departments before becoming a lead man and assistant foreman. Trained several crews to meet or exceed all production schedules.

Education

Lane Community College/Eugene Oregon

Associate of Science Degree - 06/79

Aviation Maintenance Technology

Central OR Community College/Bend Oregon

Certification of Completion - 80 credit hours of supervisory training in 1986