



# BOARD OF COUNTY COMMISSIONERS FOR COLUMBIA COUNTY, OREGON

Wednesday, February 14, 2018  
10:00 a.m. - Room 308

## BOARD MEETING AGENDA

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### **CALL TO ORDER/FLAG SALUTE**

### **MINUTES:**

Minutes, February 7, 2018 Board meeting.  
Minutes, February 7, 2018 Work Session

### **VISITOR COMMENTS - 5 MINUTE LIMIT**

### **MATTER(S):**

- 1) 1<sup>st</sup> & 2<sup>nd</sup> Reading of Ordinance No. 2018-2, "In the Matter of Amendments to Regulations Columbia County Zoning Ordinance Pertaining to Marijuana-Related Land Uses in Unincorporated Columbia County".

### **CONSENT AGENDA:**

- (A) Ratify the Select to Pay for the week of 02.12.18.
- (B) Reappoint George Dunkel, Dennis Kenna and Jim Tierney to the Elected Official Compensation Committee for a (1) year term.
- (C) Order No. 6-2018, "In the Matter of Distributing Strategic Investment Program ("SIP") Payments for 2018".
- (D) 2018 Liquor License Renewals for: Star Mart, Island Cove Market, Alston Country Store and Scappoose B&B Market.

### **AGREEMENTS/CONTRACTS/AMENDMENTS:**

- (E) Amendment #1 to Oregon Health Authority 2017-2019 Intergovernmental Agreement #154105 for the Financing of Public Health Services and authorize the Chair to sign.
- (F) Temporary Construction Easement with Jeffery S. Curry and Jacqueline Roberts for Constructing Improvements to the Robinette Road Culvert.

**DISCUSSION ITEMS:**

- CCTAC Bylaws
- Grants application for vehicle replacement and expansion

**COMMISSIONER HEIMULLER COMMENTS:**

**COMMISSIONER MAGRUDER COMMENTS:**

**COMMISSIONER TARDIF COMMENTS:**

**EXECUTIVE SESSION:**

*Pursuant to ORS 192.640(1), the Board of County Commissioners reserves the right to consider and discuss, in either open session or Executive Session, additional subjects which may arise after the agenda is published.*

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

In the Matter of Amendments to Regulations  
Columbia County Zoning Ordinance Pertaining to  
Marijuana-Related Land Uses in Unincorporated  
Columbia County

ORDINANCE NO. 2018-2

The Board of County Commissioners for Columbia County, Oregon, ordains as follows:

**SECTION 1. TITLE**

This Ordinance shall be known as Ordinance No. 2018-2.

**SECTION 2. AUTHORITY**

This Ordinance is adopted pursuant to ORS 203.035, ORS 203.045, ORS 197.175, ORS 475B.486, and ORS 475B.928.

**SECTION 3. PURPOSE**

The purpose of this Ordinance is to amend the Columbia County Zoning Ordinance to establish additional standards for marijuana production and retailing operations; prohibit marijuana growing and producing operations in the Rural Residential – 5 Acre (RR-5) Zone; and clarify distinctions between state licensing requirements and County land use regulatory requirements for marijuana-related land uses.

**SECTION 4. AMENDMENT AND AUTHORIZATION**

The Columbia County Zoning Ordinance is amended as shown in Exhibit A, attached hereto and incorporated herein by this reference.

**SECTION 5. FINDINGS**

The Board of County Commissioners adopts the Findings of Fact and Conclusions of Law in the Staff Report, attached hereto as Exhibit B and incorporated herein by this reference.

**SECTION 6. SEVERABILITY**

If for any reason a court of competent jurisdiction holds any portion of this Ordinance, including its attachments or any portion therein, to be invalid, and such holding is upheld on appeal, that portion shall be deemed a separate, distinct and independent portion. The court's holding shall not affect the validity of the remaining portions.

**SECTION 7. SCRIVENER'S ERRORS**

Scrivener's errors in any portion of this Ordinance may be corrected by order of the Board of County Commissioners.

**SECTION 8. EMERGENCY CLAUSE**

This Ordinance, being immediately necessary for the health, safety and welfare of the people of Columbia County, an emergency is declared to exist. This Ordinance shall therefore become effective upon adoption.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to Form

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Office of County Counsel

By: \_\_\_\_\_  
Margaret Magruder, Chair

Recording Secretary

By: \_\_\_\_\_  
Henry Heimuller, Commissioner

By: \_\_\_\_\_  
Jan Greenhalgh

By: \_\_\_\_\_  
Alex Tardif, Commissioner

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Effective Date: \_\_\_\_\_

**TEXT AMENDMENTS TO COLUMBIA COUNTY ZONING ORDINANCE**

(Added text is shown in **bold**; deleted text is shown in ~~strikethrough~~)

*Section 603 of the Rural Residential – 5 Zone, shall be amended as follows:*

603 Conditional Uses:

1. Signs as provided in Section 1300.

[ . . . . . ]

- ~~6. Marijuana growing and producing within an enclosed structure subject to standards in Section 1803.~~

*Section 1803 of the Special Use Standards shall be amended, as follows:*

1803 MARIJUANA LAND USES

1. ~~State Issued Marijuana License or Registration Required~~ **Compliance with State Marijuana License and Registration Requirements.** All marijuana land uses except for those not required to be licensed by the Oregon Liquor Control Commission (OLCC) or registered by the Oregon Health Authority (OHA), such as home grown or home made marijuana, shall provide to the Land Development Services Department **written documentation from OLCC or OHA, as follows:** ~~of the issuance of the applicable state issued marijuana license or registration at the time of application for a required land use permit. Applicants for recreational marijuana land uses including producing, processing, wholesaling, and retailing shall also show evidence of a completed County land use compatibility statement for the use for which the application is being submitted.~~
  - A. **At the time of building permit application for buildings accommodating marijuana land uses, the applicant shall provide written documentation from OLCC or OHA that the proposed marijuana land use complies with applicable State application requirements.**
  - B. **Prior to occupancy of buildings accommodating marijuana land uses, the applicant shall provide a copy of the OLCC license or OHA registration for the marijuana land use.**
  - C. **A land use compatibility statement shall not be signed by the Land Development Services Department until all applicable County land use review procedures have been completed and a final land use decision has been made by the County.**

2. Marijuana Growing or Producing Uses. The following standards shall apply to marijuana growing or producing uses:

A. **Additional Standards for all zones in which marijuana growing and producing is allowed:**

1. Co-location with a Dispensary. Medical grows may not be on the same site as a dispensary.
2. **Glare.** No artificial light originating from within a grow building shall be visible from outside of the building.
3. **Separation from Certain Sensitive Uses.** Marijuana growing and producing shall not be located within 1,000 feet of a public elementary or secondary school, private or parochial elementary or secondary school, public park or child care center. For the purposes of this section, separation distance shall be measured as the minimum distance between the property line of the grow parcel and the property line of the sensitive use parcel.

B. ~~Within an Enclosed Building in Certain Zones. Growing and producing must be within an enclosed building in the RR-5, RC, M-3, M-2 and M-1 zones. For the purposes of growing and producing, an enclosed building includes an enclosed greenhouse.~~ **Additional Standards in the RC, M-3, M-2 and M-1 Zones:**

1. Growing and producing must be within an enclosed building. For the purposes of growing and producing, an enclosed building includes an enclosed greenhouse.
2. Grow buildings shall be equipped with an air filtration system designed and approved by an Oregon registered mechanical engineer to minimize odors perceptible outside of the building.

C. Additional Setbacks for Indoor Grows in Certain Zones. In the FA-80, ~~and PF-80, and RR-5~~ zoning districts, minimum front, side and rear yard setbacks for buildings accommodating marijuana growing and producing shall be increased by 50 feet.

D. **Prohibited in Residential Zoning Districts.** Marijuana growing and producing uses are prohibited in residential zoning districts. ~~Additional Standards in the RR-5 Zone.~~

- ~~1. Growing and producing uses shall be operated by a resident or employee of a resident of the property on which the uses are located.~~

## EXHIBIT A

- ~~2. The growing and producing use shall employ on the site no more than five full-time or part-time persons.~~
- ~~3. No more than one State-issued growing or producing registration or license is allowed for each parcel of record.~~
3. Marijuana Processing and Wholesaling Uses. The following standards shall apply to marijuana processing and wholesaling uses:
  - A. Within an Enclosed Building. Marijuana processing and wholesaling uses in the M-3, M-2, and M-1 zones shall be within an enclosed building. For the purposes of processing and wholesaling, a greenhouse does not qualify as an enclosed building.
  - B. Wholesaling and Extract Processing in Residential Zones. Marijuana wholesaling and extract processing is prohibited in residential zoning districts.
4. Marijuana Dispensary and Retailing Uses. The following standards shall apply to marijuana dispensary and retailing uses:
  - A. Separation from Certain Sensitive Uses. Marijuana dispensary and retailing uses may not be located within 1,000 feet of a public elementary or secondary school, private or parochial elementary or secondary school, public park or child care center. **For the purposes of this section, separation distance shall be measured as the minimum distance between the property line of the dispensary or retail use parcel and the property line of the sensitive use parcel.**
  - B. Separation from Each Other. Marijuana dispensary and retailing uses may not be located within 1,000 feet of another marijuana dispensary or retailing use. **For the purposes of this section, separation distance shall be measured as the minimum distance between the property lines of the dispensary parcels and/or retail use parcels.**
  - C. Prohibited in Residential Zoning Districts. Marijuana dispensaries and retailing uses are prohibited in residential zoning districts.

# COLUMBIA COUNTY BOARD OF COMMISSIONERS

Staff Report  
January 10 2018

Zoning Ordinance Text Amendment to provisions in  
Section 1803 "Marijuana Land Uses"

**FILE NUMBER:** TA 17-02

**APPLICANT:** Columbia County  
Land Development Services

**HEARING DATE:** January 17, 2018

**REQUEST:** To amend provisions in Section 1803 of the Columbia County Zoning Ordinance specifying additional standards for marijuana production and retailing operations, prohibiting marijuana growing and producing operations in the Rural Residential (RR-5) Zone, and clarifying distinctions between state licensing requirements and Columbia County land use regulatory requirements for authorized marijuana land uses operating in the unincorporated areas of Columbia County

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### **BACKGROUND & SUMMARY:**

#### **County Regulation of Marijuana Uses**

On November 25, 2015 the Columbia County Board of Commissioners adopted Ordinance No. 2015-4 related to cannabis regulation and set time, place and manner regulations for the growing, processing, and retailing of marijuana operations in the county's unincorporated areas. This Ordinance added the provisions in Section 1803 for Marijuana Land Use as well as the related amendments to Sections 100, 300, 400, 500, 600, 620, 650, 680, 800, 810, 820, 830, 910, 920, 930, and 940 of the County's Zoning Ordinance authorized by the Oregon Revised Statutes in ORS Chapter 475B.

Over the last twenty five (25) months since the effective adoption date of County Ordinance No. 2015-4, the County has accepted and processed applications for forty-five (45) Marijuana Operations Permits as follows:

#### **Marijuana Growing/Production Operations**

| <b>Resource Zone<br/>(PF-80/FA-80/PA-80)</b> | <b>Rural Residential<br/>(RR-5)</b> | <b>Light Industrial<br/>(M-2)</b> |
|--|-------------------------------------|-----------------------------------|
| <b>36</b>                                    | <b>4</b>                            | <b>1</b>                          |

#### **Marijuana Retailing Operations**

**Existing Commercial (EC) Zone**  
**3**

#### **Marijuana Processing/Wholesaling Operations**

**Heavy Industrial (M-1 Zone)**

**1**

The County has processed only one application for Marijuana Processing/Wholesaling Operations. No Amendments are proposed for the existing provisions in Section 1803.3 related to the Processing and/or Wholesaling of Marijuana Operations. There is no evidence that the present criteria in Section 1803.3 is inadequate. Most proposed amendments deal with inadequacies found in growing and producing of marijuana

Oregon Revised Statutes (ORS) 215.050, allows Columbia County to revise the County's Zoning Ordinance in order to implement the adopted County Comprehensive Plan. The primary objectives of the Comprehensive Plan are to 1) "prevent or minimize conflicts between incompatible land use activities," 2) provide a source of information describing the condition and characteristics of the County," 3) "provide an objective basis for public and private land use decisions," and 4) "provide a better understanding of specific actions, programs and regulations which may affect the public."

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These proposed amendments in TA 17-02 are based on the experiences of Land Development Services and the Planning Commission in the processing of 45 marijuana operations over the past 25 months. The proposed amendments will support Comprehensive Plan objectives as they establish additional siting and construction regulations specific to proposed marijuana production and retailing operations in order (1) to alleviate issues of incompatibility with nearby different land uses and to (2) clarify the distinctions for operators and the public between obtaining licensing from the State of Oregon and land use authorization from Columbia County.

### **Planning Commission's initial evidentiary public hearing for TA 17-02:**

This matter came before the Columbia County Planning Commission on the direction of the Board of County Commissioners to initiate Amending provisions in Section 1803 of the Columbia County Zoning Ordinance related to Marijuana Land Uses in unincorporated areas that were adopted on November 25, 2015 by the Board of County Commissioners through Ordinance No. 2015-4.

The first public hearing was originally scheduled for August 7, 2017 but was postponed until August 21, where the Planning Commission reviewed the proposed amendments, heard testimony from interested parties and considered written materials including the Staff Report dated July 28, 2017. The Commission expressed interest in considering other amendments (additional) to those presented in TA 17-02 from staff, including increasing minimum size of RR-5 marijuana growing operations to 5-acres, expanding the definition of Sensitive Uses, classifying all indoor marijuana production facilities as commercial facilities, and prohibiting new marijuana operations in the RR-5 Zone. The hearing was then continued until October 2, 2017 and then to November 6, 2017 where they deliberated these proposed additional amendments and voted to prohibit marijuana operations in the Rural Residential (RR-5) Zone, rather than require additional siting regulations.

The County has proceeded with the process of drafting these amendments to its Zoning Ordinance addressing marijuana uses according to the legislative process prescribed by the Comprehensive Plan and Zoning Ordinance.

Proposed Amendments to "1803 Marijuana Uses" within, Article IX (Special Use Standards) (**Attachment 1**) addresses local County standards specific to marijuana production and retailing uses which are in addition to those applicable in individual zoning districts. These standards incorporate State law requirements related to land use and add County reasonable time, place and manner regulations within the meaning of ORS 475B.340 and ORS 475B.500 and address the potential nuisance aspects of marijuana uses. Findings justifying the proposed additional County standards which address related potential adverse effects of marijuana uses are contained in the findings of this Staff Report.

### **REVIEW CRITERIA AND FINDINGS:**

#### **Notification Requirements**

#### **Section 1600 of the Zoning Ordinance:**

This request is being processed under Sections 1606 (Legislative Hearing) and 1611 (Notice of Legislative Hearing) of the County Zoning Ordinance. The pertinent sections of the ordinance are as follows:

1606 Legislative Hearing: Requests to amend the text of the Zoning Ordinance or to change a large area of the Zoning Map of Columbia County in order to bring it into compliance with the Comprehensive Plan are legislative hearings. Legislative hearings shall be conducted in accordance with the following

## EXHIBIT B

procedures:

- .1 A legislative amendment to the Zoning Ordinance Text or Map may be initiated at the request of the Board of Commissioners, a majority of the Commission, or the Director, or any citizen of the County may petition the Commission for such a change.
- .2 Notice of a Legislative Hearing shall be published at least twice, 1 week apart in newspapers of general circulation in Columbia County. The last of these notices shall be published no less than 10 calendar days prior to the Legislative Hearing. The mailing of notice to individual property owners is not required but shall be done if ordered by the Board of Commissioners."

**Finding 1:** Notification of the Planning Commission's initial evidentiary public hearing for TA 17-02's proposed Amendments was published in local news media, the *Chronicle* on July 19, 2017 and July 26, 2017 and *The South County Spotlight* on July 21, 2017 and July 28, 2017. On June 27, 2017 notification was sent to all government agencies, the Department of Land Conservation and Development, the five County's Citizen Planning Advisory Committees (CPACs) in accordance with Oregon Revised Statute (ORS) 197.047. In accordance with ORS 215.503(4), notice was sent to affected individual property owners on June 30, 2017, 38 days before the first scheduled hearing on August 7, 2017. The subsequent Board's Public hearing notices were published in the *St. Helens Chronicle* on January 10, 2018 and in the *South County Spotlight* on January 12, 2018. With these notifications, Staff finds this criteria has been met.

### **Continuing with Section 1611 of the Zoning Ordinance:**

1611 **Notice of Legislative Hearing:** The notice of a legislative hearing shall contain the following items:

- .1 Date, time and place of the hearing;
- .2 A description of the area to be rezoned or the changes to the text;
- .3 Copies of the statement for the proposed changes are available in the Planning Department. These proposed changes may be amended at the public hearing;
- .4 Interested parties may appear and be heard;
- .5 Hearings will be held in accordance with the provisions of the Zoning Ordinance.

**Finding 2:** All of the above information was included for both the Planning Commission's and Board of Commissioners' Notices of Public Hearing published in the *Chronicle* and *Spotlight* newspapers. This criterion is met.

### **Continuing with Section 1607 of the Zoning Ordinance:**

"1607 **Consistency with the Comprehensive Plan:** All amendments to the Zoning Ordinance Text and Map shall be consistent with the Comprehensive Plan Text and Maps.

- .1 The Commission shall hold a hearing to consider the proposed amendments and shall make a recommendation to the Board of Commissioners with regard to the proposed amendments. The Board of Commissioners shall hold at least one hearing to consider the proposed amendments. Both the Commission and the Board of Commissioners hearings will require notice in the manner outlined in Section 1611."

**Finding 3:** The Planning Commission held their hearing in August 21, 2107 and continued it to October 6, 2017 and to November 6, 2017 where they deliberated on their final recommendations to the Board as described in the Background & Summary Section. The Board of Commissioner's public hearing will be held January 17, 2018 where they will consider these recommendations in their final decision.

As covered in the Background and Pages 12- 15 of this Report, these Text Amendments are consistent with the provisions in ORS 215.050, which allows Columbia County to revise the County's Zoning Ordinance in order to implement the following primary objectives of the

## EXHIBIT B

adopted County Comprehensive Plan:

1. “To prevent or minimize conflicts between incompatible land use activities,
2. To provide a source of information describing the condition and characteristics of the County,
3. To provide an objective basis for public and private land use decisions, and
4. To provide a better understanding of specific actions, programs and regulations which may affect the public.”

Staff finds that the proposed amendments are in compliance with #1, 3, and 4 primary objectives of the Comprehensive Plan. Applicable elements of the Comprehensive Plan are examined in Finding 15, page 13 and determines that the proposed amendments are consistent with the Comprehensive Plan.

### **Following with Oregon Revised Statutes - ORS 215-503 - Measure 56 Notice:**

“**215.503** Legislative act by ordinance; mailed notice to individual property owners required by county for land use actions.”

...

(4) In addition to the notice required by ORS 215.223 (1), at least 20 days but not more than 40 days before the date of the first hearing on an ordinance that proposes to rezone property, the governing body of a county shall cause a written individual notice of land use change to be mailed to the owner of each lot or parcel of property that the ordinance proposes to rezone

**Finding 4:** Notice was sent in accordance with ORS 215.503 by green postcard to affected individual property owners on June 30, 2017, which is **38** days before the first hearing on the proposed amendments held on August 7, 2017. This criterion is satisfied.

### **Following with Oregon Administrative Rules OAR 660-018-0020:**

#### **660-018-0020 Notice of a Proposed Change to a Comprehensive Plan or Land Use Regulation**

(1) Before a local government adopts a change to an acknowledged comprehensive plan or a land use regulation, unless circumstances described in OAR 660-018-0022 apply, the local government shall submit the proposed change to the department, including the information described in section (2) of this rule. The local government must submit the proposed change to the director at the department's Salem office at least 35 days before holding the first evidentiary hearing on adoption of the proposed change.

(2) The submittal must include applicable forms provided by the department, be in a format acceptable to the department, and include all of the following materials:

(a) The text of the proposed change to the comprehensive plan or land use regulation implementing the plan, as provided in section (3) of this rule

(b) If a comprehensive plan map or zoning map is created or altered by the proposed change, a copy of the relevant portion of the map that is created or altered

© A brief narrative summary of the proposed change and any supplemental information that the local government believes may be useful to inform the director and members of the public of the effect of the proposed change

## EXHIBIT B

- (d) The date set for the first evidentiary hearing
  - (e) The notice or a draft of the notice required under ORS 197.763 regarding a quasi-judicial land use hearing, if applicable and
  - (f) Any staff report on the proposed change or information that describes when the staff report will be available and how a copy may be obtained.
- (3) The proposed text submitted to comply with subsection (2)(a) of this rule must include all of the proposed wording to be added to or deleted from the acknowledged plan or land use regulations. A general description of the proposal or its purpose, by itself, is not sufficient. For map changes, the material submitted to comply with Subsection (2)(b) must include a graphic depiction of the change a legal description, tax account number, address or similar general description, by itself, is not sufficient. If a goal exception is proposed, the submittal must include the proposed wording of the exception.

**Finding 5:** Notice and the draft amendments were sent in accordance with OAR 660-018-0020 to DLCD on June 27, 2017, 41 days before the first evidentiary hearing before the Planning Commission on August 7, 2017. The County will mail a Notice of Adoption to DLCD when the Board makes their final decision regarding these proposed amendments. This criterion is satisfied.

### Review Criteria

#### **Following with Proposed Amendments to Section 1803.1 of the Zoning Ordinance:**

#### **1803 MARIJUANA LAND USES**

- .1 **State Issued Marijuana License or Registration Compliance with State Marijuana Licence and Registration Requirements Required.** : All marijuana land uses except for those not required to be licensed by the Oregon Liquor Control Commission (OLCC) or registered by the Oregon Health Authority (OHA), such as home grown or home made marijuana, shall provide to the Land Development Services Department **written documentation from OLCC or OHA as follows:** of the issuance of the applicable state issued marijuana license or registration at the time of application for a required land use permit.

**A . At the time of building permit application for buildings accommodating marijuana land uses, the applicant shall provide written documentation from OLCC or OHA that the proposed marijuana land use complies with applicable State application requirements.**

**B . Prior to Occupancy of buildings accommodating marijuana land uses the Applicant shall provide a copy of the OLCC licence or OHA registration for the marijuana land use.**

**C. County Applicants for recreational marijuana land uses including producing, processing, wholesaling, and retailing shall also show evidence of a completed County land use compatibility statement for the use for which the application is being submitted at the time.**

**A land use compatibility statement shall not be signed by the Land Development Services Department until any applicable County land use review procedures have been completed and a final land use decision has been made by the**

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### County.

**Discussion:** In order for the county to coordinate their processing of proposed Marijuana Land Use Permits with the State of Oregon's licensing/registration's process, the current provisions in Section 1803.1 need to be updated.

The amendments in 1803.1(A) will help ensure that all county marijuana operators have been approved for consistency with the applicable State application requirements before the County can release any building permits. Consequently, one condition of building permit issuance for marijuana operations will require the County to receive written confirmation from the State as verification that the applicant has completed the majority of all OLCC's or OHA's Marijuana Production/Processing/Retailing licensing requirements. Typically this State confirmation includes a statement that all licensing requirements are met except for OLCC/OHA Staff's final site inspection(s).

Similarly, the amendments to 1803.1(B) clarify that one condition of occupancy for the marijuana facility will be for the marijuana operator to have met all State licensing requirements, including final site inspection(s). The applicant must provide the County with a copy of the issued OLCC license or OHA registration.

Finally, the amendments to 1803.1 ( C) provide clarification to marijuana operators that the County cannot sign a Land Use Compatibility Statement that is included in the State's licensing/registration requirements until the County has reviewed, approved and made a final land use decision for the new marijuana operation. This clarification will help ensure that the new marijuana operation will have met all County land use requirements before the State will be able to issue their license/registration for the marijuana operation.

**Finding 6:** For these reasons, staff finds the proposed Text Amendments to Section 1803.1 are necessary to coordinate the State of Oregon's and Columbia County's review and approval of new marijuana operations consistent with their respective roles and authorities.

### Following with Proposed Amendments to Section 1803.2 of the Zoning Ordinance:

#### 1803 MARIJUANA LAND USES

.2 Marijuana Growing or Producing Uses. The following standards shall apply to marijuana growing or producing uses:

**A. Additional Standards for all zones in which marijuana growing and producing is allowed:**

- A:**
1. Co-location with a Dispensary. Medical grows may not be on the same site as a dispensary.
  2. Glare: No artificial light originating from within a grow building shall be visible from outside of the building at night.
  3. Separation from Certain Sensitive Uses: Marijuana growing and producing uses may not be located within 1,000 feet of a public elementary or secondary school, private or parochial elementary or secondary school, public park or child care center. For the purposes of this section, separation distance shall be measured as the minimum distance between the property line of the grow parcel and the property line of the sensitive use parcel.

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**Discussion:** As stated in the Summary, over the past 25 months, the county has processed 45 marijuana growing/producing operations as follows: 36 in the Resource (Primary Forest, Primary Agriculture or Forest-Agriculture) Zones, 4 in the Rural Residential (RR-5) Zone, and 1 in the Light Industrial Zone. The proposed amendments in Section 1803.2 (A.2) and 18302.(A.3) are intended to help ensure the continuing compatibility of the new marijuana production operations with the existing land uses and authorized activities typically occurring within close proximity to each another.

Pertaining to the prohibition of glare on adjacent properties in 1803.2(A.2), nocturnal light pollution can be disruptive to people as well as wildlife. The majority of the county's authorized marijuana growing operations are occurring in Resource Zones on properties that are also designated as Big Game or Peripheral Big Game Habitat Areas. Wildlife's normal activities could be significantly impeded by large artificially lit and loud commercial marijuana growing facilities operating in these critical environmentally sensitive areas protected by Oregon's Statewide Planning Goal 5. Sporadic artificial lights along rural county roads can also be disruptive for rural residents and outdoor recreationists who may be in relatively close proximity to large commercial marijuana growing operations.

Another amendment to marijuana production operations are listed in Section 1803.2(A.3) and will require a minimum 1,000 foot separation between marijuana production operations and sensitive public parks and educational facilities that are frequented by persons under 21 years old. The county reviewed a proposed indoor marijuana production operation on an ~80 acre resource zoned property that was located directly across the street from a public campground and a K - 12 school. The affected school district questioned the fact that the county would consider authorizing the proposed production of a federally controlled substance (cannabis) in a location which is in close proximity to both of these public places where children are educated and recreate.

This new siting criterion amendment in Section 1803.2(A.3) for marijuana production operations compliments and adds to the county's current siting provisions in Section 1803.4(A) for marijuana retailing operations in Section 1803.4(A). The current provisions require the 1,000 foot separation between properties that have elementary or secondary schools, day cares and public parks and properties where marijuana products are sold. As stated in the Summary, Columbia County has processed 41 new marijuana production operations, 3 retailing operations, and 1 processing operation within the first 25 months of its adoption of Marijuana Land Use Ordinance in November 2015. With the predominance of the county's new marijuana operations being growing and production of marijuana, residents and elected officials of a rural county such as ours have a legitimate interest in developing regulations that more effectively limit the exposure of minors to the growing and production of a drug that remains listed as a Schedule I Substance under the federal government's Controlled Substance Act, and which has a range of other potential adverse effects discussed in this report.

**Finding 7:** Staff finds the amendment to 1803.2(A.2) will help to ensure that rural commercial producers of marijuana will minimize or limit the impact that their indoor artificially lit structures will have on nearby residents, properties, and wildlife. This amendment will not only help minimize potentially disruptive light pollution on rural properties and will also help preserve the county's remaining natural areas for outdoor recreation/enjoyment and wildlife habitat.

**Finding 8:** Staff finds the proposed amendment to 1803.2(A.3) will help to prevent or minimize contact between persons under 21 years old who are attending school or day care or recreating in public parks that may be near properties that contain facilities for the production and/or retailing of cannabis products that are listed as Schedule I substances under the federal Controlled Substance Act.

### **Continuing with Proposed Amendments to Section 1803.2 of the Zoning Ordinance:**

1803.2 B. ~~Within an Enclosed Building in Certain Zones. Growing and producing must be~~

## EXHIBIT B

~~within an enclosed building in the RR-5, RC, M-3, M-2 and M-1 zones. For the purposes of growing and producing, an enclosed building includes an enclosed greenhouse.~~ Additional Standards in the RR-5, RC, M-3, M-2 and M-1 Zones:

1. Growing and producing must be within an enclosed building. For the purposes of growing and producing, an enclosed building includes an enclosed greenhouse.

2. Grow buildings shall be equipped with an air filtration system designed and approved by an Oregon registered mechanical engineer to minimize odors perceptible outside of the building.

- C. Additional Setbacks for Indoor Grows in Certain Zones. In the FA-80 and PF-80 and RR-5 zoning districts, minimum front, side and rear yard setbacks for buildings accommodating marijuana growing and producing shall be increased by 50 feet.

**Discussion - Prohibiting marijuana operations in RR-5 zone:** The Zoning Text Amendment to 1803.2(B.1) is TA 17-02's first reference to the proposed prohibition of new Marijuana Production Operations in the RR-5 Zone. This Recommendation was partially based on the Planning Commission's testimony received at hearings over the past 2 years from neighbors living adjacent to commercial marijuana operations in the RR-5 Zone. These residents testified that odor and noises emanating from larger warehouse structures used for commercial marijuana operations have detrimentally impacted and changed their rural residential neighborhood's characteristics and quality of life. The Planning Commission also found that currently marijuana operations are already permitted in the unincorporated areas of the county zoned for Primary Forest, Forest-Agriculture, Primary Agriculture, Rural Community, and Urban Industrial land uses which, in turn, encompass approximately 90% (400,000 acres) of the County's total land area. The Planning Commission also determined that the proposed prohibition of new marijuana operations in the RR-5 zone's approximate 22,000 acres (5% of total land) would not be an unreasonable hardship for commercial marijuana growers. Excluding rural residential zoning districts from commercial marijuana growing and production operations would be a reasonable time, place and manner regulation within the meaning of ORS 475B.340 and ORS 475B.500.

A second factor of the Planning Commission's recommendation was based on the 2016 Decision of the Land Use Board of Appeals (LUBA) on 9/13/2016 for Sandra Diesel, Petitioner vs. Jackson County, Respondent. Subsequently, this decision was appealed to and affirmed by the Oregon Court of Appeals on 12/9/2016. Both of these Decisions are attached to this Staff Report.

Specifically, beginning on Page 17 Line 24 of LUBA's affirmation of Jackson County's prohibition of marijuana production in the RR zone, identifies similarities between Jackson and Columbia County as follows:

*"Given that the county allows marijuana production in the EFU (Exclusive Farm Use) zone and on lands zoned farm and forest, which together comprise more than a million acres in the county, and on industrial zoned land, the concerns stated by that legislator about the reasonableness of zoning regulations do not appear to be present in this case. Accordingly, petitioner has not established that the amendments to the (Jackson County) Land Development Ordinance(LDO) to prohibit marijuana production in the RR zone are not "reasonable regulations" within the meaning of ORS 475B.340 and 475B.500 or that the county acted unreasonably when it decided to allow marijuana production in some, but not all, county zones."*

Another factor for the Planning Commission's recommendation was related to the potential increase in land use incompatibilities occurring between commercial marijuana production facilities operating within or in close proximity to well established rural residential neighborhoods. First of all,



## EXHIBIT B

marijuana production operations are prohibited by State law from (1) discharging any process water into septic systems (OAR 340-071-0130(4) and (2) irrigating marijuana from domestic wells is not exempt from the Commercial Marijuana Producer Water Use requirements in OAR 845-025-1030(4) g)(D). Consequently, these commercial operations are required to establish completely separate irrigation and process water disposal systems on a single RR-5 property in ways that will not compromise the site's existing and separate residence's potable water and onsite wastewater treatment systems. In addition, and depending on the size and nature of the new marijuana production, the County Roadmaster and Fire District may also require the site's residential access be improved to commercial standards related to the size of the commercial marijuana production operation.

The final factor for the Planning Commission's recommendation is related to the purpose of the RR-5 Zone as defined in the Zoning Ordinance. The RR-5 Zone *is designed for rural areas where parcels at the time of initial zoning designation are committed to non-resource uses and are characterized with predominantly residential uses that are served by rural levels of public services i.e. domestic water from private wells, sewage disposal using on-site systems, adequate fire and emergency service by fire districts, and access to county roads consistent with the County Transportation Plan and specifications in The County Road Standards Ordinance.*

Allowing new facilities and related site improvements for commercial marijuana production operations to be constructed in already established RR-5 neighborhoods can also be considered as intrusive and obstructive, rather than complimentary to, the predominant rural- residential characteristics of the affected area and residents. Consequently, the prohibition of commercial marijuana operations in the RR-5 zone will help to encourage these already established RR-5 neighborhoods to sustain their predominantly rural residential land uses and development patterns until such time that urban levels of services (sanitary sewer, fire hydrants, commercial/industrial roads, public water etc.) are available to support these more intensive and commercial land uses.

The proposed amendments to 1803.2(B) and 1803.2C) will not only prohibit new marijuana production operations in the RR-5 zone, but will also require all indoor marijuana production operations, regardless of zoning, to install air filtration systems designed and approved by an Oregon registered mechanical engineer in order to minimize odors perceptible outside of the building in the more densely populated areas of our county. The Rural Community (RC) Zone was designated with the intention of sustaining existing rural and predominantly residential communities in close proximity to and complemented by residences, small farm/forest uses as well as low-impact commercial and/or industrial uses. Since indoor marijuana production operations in the RC zone will remain conditionally permitted in these more populated rural areas, requiring air filtration systems and light-obscuring construction features for these new facilities will also help to sustain these areas' rural residential character in ways that balance the needs of the residents with those of their small-scale and low- impact commercial and industrial users. Likewise, the Heavy Industrial, Light Industrial, and Industrial Park Zones tend to be located in close proximity to more densely populated suburban/urban areas whose residents' residential enjoyment need not be superseded by nearby commercial marijuana production's offensive odors.

**Finding 9:** For the above mentioned reasons, Staff finds that the amendment to Section 1803.2(B and C) to prohibit marijuana operations in the RR-5 zone will further strengthen the related amendments to Sections 1803.2(A. 2 and A.3) (Finding 7 & 8) aimed at protecting residents and their properties in close proximity to commercial marijuana production operations from offensive odors and artificial nocturnal lighting emanating from them.

### Comments or Letters Received concerning Airport Industrial Zone

#### **Discussion - Request to allow marijuana operations in the Airport Industrial(AI) Zone: On**

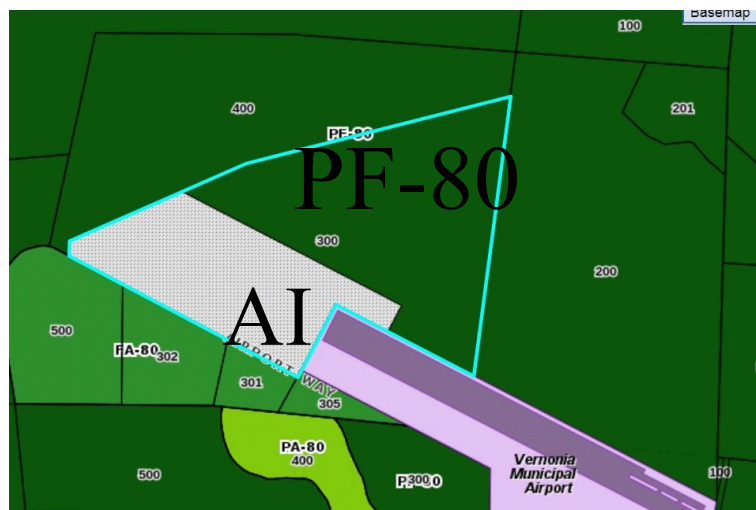
## EXHIBIT B

October 17, 2017 Mark A. Gordon, P.C. and representing Tim Bero, delivered the attached request to the Columbia County Board of Commissioners and Planning Commission to remove the current prohibition of marijuana growing and producing operations in the Airport Industrial (AI) Zone. This request states that Mr. Bero seeks to grow, harvest and process cannabis from his approximate 72-acre property, 27 acres of which is zoned for AI uses. This request essentially asks the county to consider the land uses associated with cannabis operations as another kind of agricultural operation and allow them to occur in the AI Zone.

Although this request states that Mr. Bero's property is zoned Primary Agriculture (PA-80), the county's official records verify it has actually been zoned for Primary Forest (PF-80) since 1985 as shown below on Page 11.

The Board of Commissioner's approved of Mr. Bero's 2008 requests for Comprehensive and Zoning Map Amendments ( PA 8-02 and ZC 08-02), and the southern 27-acres of the PF-80 subject property was rezoned for AI uses and development.

### **Zoning of Tim Bero's 72-acres property associated with Tax Map ID # 4501-000-00300**



Section 941 of the County's Zoning Ordinance states the purpose of the AI Zone. *"It is intended to recognize those areas devoted to or most suitable for the immediate operational facilities necessary for commercial and noncommercial aviation. It is also intended to provide areas for those activities directly supporting or dependent upon aircraft or air transportation when such activities, in order to function, require a location within or immediately adjacent to primary flight operations and passenger or cargo service facilities. It is further intended to provide appropriate locations for airport related light industrial uses that are compatible with and dependent upon air transportation."*

The provisions in Sections 942 and 943 moreover, identify industrial and commercial uses that are permitted outright or under prescribed conditions in the AI Zone all of which are either related to operational facilities necessary for commercial or noncommercial aviation, are dependent on aircraft transportation, or are intended to serve air service patrons. Although Section 952.10 outright permits farm uses in the AI Zone, the related provisions in Section 946.2 - 4 specify limitations on uses in the AI Zone where air emissions (smoke, fumes, flying ash dust, vapor gases) and exterior lighting, and the storage of animal, vegetable, or other waste which attract insects, rodents or birds are prohibited since these activities may interfere with present or planned aircraft operations.

## EXHIBIT B

Cannabis is classified as a Schedule I drug under the federal Controlled Substances Act (CSA), and its manufacture, distribution, and possession remain prohibited under federal law. The County's review of marijuana operations permits moreover, are approved for consistency with state and local laws; this approval provides no immunity from federal prosecution for violation of the CSA. *The provisions in ORS 475 B.005.2 (c) further that "....The People of the State of Oregon intend that the provisions of ORS 475B.010) to 475B.395, together with other provisions of state law will.... Prevent the diversion of marijuana from this state to other states."*

**Finding 10:** Staff finds that the majority (approximately 46 acres) of the 72 acre subject property is zoned for PF-80 uses. The existing provisions in Section 504.16 of the Zoning Ordinance authorize the county to administratively review new PF-80 zoned marijuana production operations subject to standards in Section 1803. Although the PF-80 portion of this site already contains a residence addressed at 15165 Airport Way, there are no provisions in Section 1803 or 504 that prohibit the establishment of an accessory marijuana production operation to its existing residential use in the PF-80 Zone.

**Finding 11:** Staff finds that the applicant has not submitted any evidence demonstrating that marijuana operations are similar to other authorized AI land uses in that they will directly support or be dependent upon aircraft or air transportation. Additional air and light pollution that could emanate from marijuana operations also would potentially interfere with aircraft operations which are discouraged from locating in the AI Zone pursuant to provisions in Section 946. Furthermore, locating these federally Controlled Substance related activities immediately adjacent to the existing Vernonia airport would also contradict one purpose of ORS 475 B: to prevent the diversion of marijuana from Oregon to other states.

**Finding 12:** For these reasons and without any additional evidence Staff finds that the request to amend Section 942.10 of the Zoning Ordinance to remove the exception for marijuana growing and producing as an outright permitted use in the AI Zone is not consistent with the existing aviation purposes of the zone, and is not consistent with regulatory requirements of the applicable federal, state and local laws governing marijuana operations in Columbia County.

### Continuing with Proposed Amendments to Section 1803.2 of the Zoning Ordinance:

- ~~1803.2 D. Additional Standards in the RR-5 Zone:~~
- ~~1. Growing and producing uses shall be operated by a resident or employee of a resident of the property on which the uses are located.~~
  - ~~2. The growing and producing use shall employ on the site no more than five full-time or part-time persons.~~
  - ~~3. No more than one State issued growing or producing registration or licence is allowed for each parcel of record.~~

**1803.2 D Prohibited in Residential Zoning Districts: Marijuana growing and producing uses are prohibited in residential zoning districts.**

**Finding 13:** With the proposed prohibition of new marijuana operations in the RR-5 Zone as evaluated during the Discussion for Finding 9, these amended provisions will provide clarification that marijuana production is prohibited in all residential zones, including both RR-2 and RR-5 zones.

## EXHIBIT B

### **Following with Proposed Amendments to Section 1803.4 of the Zoning Ordinance:**

- .4 Marijuana Dispensary and Retailing Uses: The following standards shall apply to marijuana dispensary and retailing uses:
- A. Separation from Certain Sensitive Uses: Marijuana dispensary and retailing uses may not be located within 1,000 feet of a public elementary or secondary school, private or parochial elementary or secondary school, public park or child care center. For the purposes of this section, separation distance shall be measured as the minimum distance between the property line of the dispensary or retail use parcel and the property line of the sensitive use parcel.
  - B. Separation from Each Other: Marijuana dispensary and retailing uses may not be located within 1,000 feet of another marijuana dispensary or retailing use. For the purposes of this section, separation distance shall be measured as the minimum distance between the property line of the dispensary parcel and the property line of the sensitive use parcel.
  - C. Prohibited in Residential Zoning Districts: Marijuana dispensaries and retailing uses are prohibited in residential zoning districts.

**Finding 14:** These amendments to Sections 1803.4 (A & B) will specify to the public and future marijuana operators how the county will measure distances between properties proposed for new marijuana retailing operations and nearby properties containing these specific sensitive land uses where minors are educated or participating in outdoor recreational activities. This clarification specifies that the minimum separation is measured between the affected property's boundaries, not between the property's structures. Staff finds this clarification will provide the county, the public and marijuana producers with a more accurate way to measure and enforce the minimum separation between properties where marijuana products are sold from other such properties as well as from the properties in the general vicinity where persons under 21 years old regularly attend indoor or outdoor educational and/or recreational activities.

### **Following with Section 1607 of the Zoning Ordinance**

1607 Consistency with the Comprehensive Plan: All amendments to the Zoning Ordinance Text and Map shall be consistent with the Comprehensive Plan Text and Maps.

- .1 The Commission shall hold a hearing to consider the proposed amendments and shall make a recommendation to the Board of Commissioners with regard to the proposed amendments. The Board of Commissioners shall hold at least one hearing to consider the proposed amendments. Both the Commission and the Board of Commissioners hearings will require notice in the manner outlined in Section 1611.

**Finding 15:** The Planning Commission's recommendation for the proposed Zoning Ordinance Amendments proposed for TA 17-02 will be heard by the Board of Commissioners at their public hearing scheduled for January 17, 2018. See pages 13 - 16 for discussion of consistency with the Comprehensive Plan. This criterion will be satisfied when the Board holds a hearing and can determine that the proposed amendments are consistent with the Comprehensive Plan.

### **THE FOLLOWING POLICIES OF THE COUNTY'S COMPREHENSIVE PLAN APPLY TO THE PROPOSED AMENDMENTS (THOSE NOT LISTED ARE NOT APPLICABLE)**

The Columbia County Comprehensive Plan has twenty-one (21) Parts, each with a set of general Goals and related Policies that are, in turn, implemented by the Zoning Ordinance, which identifies how land can be used and developed in the County's unincorporated areas. The parts of the

## EXHIBIT B

Comprehensive Plan applicable to the proposed text amendment are: Part I (Administrative Procedures), Part II (Citizen Involvement), Part III (Planning Coordination), Part IV (Forest Lands), Part VII (Rural Residential), Part X (Economy and Part XVIII (Air, Land and Water Quality)). Parts of the Comprehensive Plan not addressed in this report are not applicable to the request.

### **Beginning with Part I - Administrative Procedures for Revising and Amending the Comprehensive Plan:**

**Part I (Administrative Procedures):** This section provides a framework by which the Comprehensive Plan and its implementing ordinances (such as the Zoning Ordinance) may be reviewed, revised and amended. Policy 5.A allows amendments to be initiated by the Board of Commissioners, the Planning Commission, the Planning Director, or the owners of an affected property. Policy 5.C requires amendments to follow a process for adoption: CPAC review, Planning Commission public hearing and recommendation, and Board hearing and adoption of revisions or amendments. Policy 5.D addresses legislative amendments and requires notice of the public hearing and that a copy of the proposed amendments be mailed to all Citizen Planning Advisory Committees and interested parties ten days prior to the first public hearing.

As discussed in Finding 1 of this report, the Board of County Commissioners initiated the process for the Zoning Text Amendments to Section 1803 and directed Staff to prepare amendments addressing additional land use requirements for the proposed marijuana uses. Proposed amendments are legislative amendments and have been noticed in accordance with this Plan and applicable Oregon Revised Statutes (ORS 215.060 and ORS 197.610). Notification of proposed amendments were sent to the Department of Land Conservation and Development (DLCD), all County CPACs, affected property owners and other interested parties for their review. In accordance with ORS 197.610, which requires notice of proposed amendments to be mailed to DLCD 35 days prior to the first evidentiary hearing, a copy of the proposed amendments was mailed to DLCD on June 27, 2017. On June 30, 2017, notification of the amendments was mailed to all County CPAC members and other interested agencies. Measure 56 notices were mailed to all affected properties on June 30, 2017. Public notices of the meetings (twice at least 10 days prior to the initial public hearing) were published accordingly.

The first public hearing by the Planning Commission was scheduled for August 7, 2017 and held on August 21, 2017. The Planning Commission's recommendation to the Board of County Commissioners is included in this Staff Report for TA 17-02 and dated January 10, 2018. The Board will then hold a public hearing on January 17, 2018 to consider the Planning Commission's recommendation and public testimony prior to making a decision on the adoption of proposed amendments.

Finally, Policy 8 requires all land use approvals to be consistent with the Comprehensive Plan. The proposed amendments' consistency with the Comprehensive Plan are discussed as follows:

### **Continuing with Part II of the Comprehensive Plan - Citizen Involvement:**

**Part II (Citizen Involvement):** requires opportunity for citizens to be involved in all phases of the planning process. Generally, Part II is satisfied when a local government follows the public involvement procedures set out in State statutes and in its acknowledged Comprehensive Plan and land use regulations, which has been completed for this application. This is explained further under Part I and Part III of the Comprehensive Plan discussions.

### **Continuing with Part III of the Comprehensive Plan: Planning Coordination:**

**Part III (Planning Coordination):** This section requires coordination with affected governments and agencies. In accordance with Section 1603 of Columbia County's Zoning Ordinance, ORS 215.060 and ORS 197.610, the County provided notice of the hearing with the opportunity for comments to DLCD, all County CPAC members, affected property owners. Any and all comments, received as

## EXHIBIT B

of the date of this report, are discussed under “ Comments Received” below.

Additionally, Zoning Ordinance Text Amendments are subject to the Legislative public hearing process and are heard by the Planning Commission (for a recommendation) and by the Board of County Commissioners (for a decision). These hearings are advertised and open to the public and provide additional opportunity for public comment. The Planning Commission hearing was scheduled for August 7, 2017 which will be followed by a hearing of the Board of County Commissioners on January 17, 2018. All of these requirements have and will be satisfied through the public notice process.

### **Continuing with Part IV of the Comprehensive Plan - Forest Lands:**

**Part IV (Forest Lands):** The goal of the Forest Lands section of the Comprehensive Plan is to conserve forest lands for forest uses. The State has defined marijuana growing and producing in the definition of farm use(Section 34, HB 3400A). State law also provides that the County may, but is not required to, regulate marijuana as a farm use in the same manner it is regulated in the PA-80 zone as an outright permitted use(Section 34(3), HB 3400A). As discussed during Findings 7 & 8, the proposed text amendments for marijuana production operations in the forest zone will (1) prohibit artificial lighting from within a marijuana growing structure being visible from outside of the building at night and (2) require marijuana growing operations on forested properties be separated by a minimum of 1,000 feet from nearby properties containing sensitive elementary and secondary schools, day cares and/or public parks which are regularly frequented by persons under 21 years old. By updating the construction and siting requirements for marijuana production operations in the forest zone, Staff finds the proposed amendments are consistent with Part IV of the Comprehensive Plan.

### **Continuing with Part VII of the Comprehensive Plan - Rural Residential:**

**Part VII (Rural Residential):** Rural residential land consists of lands that were “Built and Committed” to non-resource uses at the time of the Comprehensive Plan’s initial adoption of the Zoning Ordinance in 1984. The density of these areas varies with averages of one unit per five acres or less being common. Over 23,000 acres of land in Columbia County are designated Rural Residential and are characterized by two distinct development patterns: five acre densities and two acre densities. It is the goal of the Rural Residential section of the Comprehensive Plan to provide for the continuation and needed expansion of Rural Residential uses on those resource lands where a valid exception can be, or has been shown to be, justified. Marijuana growing and producing has been defined by the State as a farm use and farm use is currently permitted outright in the RR-2 and RR-5 zones. The Board’s adoption of Board Ordinance 2015-4 prohibited marijuana production operations in the RR-2 Zone due to their smaller parcels and more dense residential land use pattern, and allowed them in the RR-5 Zone.

As covered for Finding 9, the Zoning Text Amendments proposed for TA 17-02 are designed to assure that the growing and production of marijuana in all rural residential zoned areas does not unreasonably compromise or interfere with, and should not occur at the expense of the intended “continuation and expansion” of existing well established RR-5 neighborhoods and communities as stated as one goal of the Rural Residential lands. For these reasons, Staff finds the proposed amendments to prohibit new marijuana growing and producing operations in the RR-5 zone are consistent with Part VII of the Comprehensive Plan.

### **Continuing with Part X of the Comprehensive Plan - Economy:**

**Part X (Economy):** This section generally regards economic strength and diversity in the County through the creation of a stable and diversified economy and the creation of new and continuous employment opportunities. Policy 9 further encourages the establishment and operations of service sectors to insure greater revenue spending locally. The Zoning Text Amendments proposed for TA 17-02 do not amend any existing provisions for marijuana retailing or processing operations. These

## EXHIBIT B

amendments however, do allow for the continued marijuana production operations in the PF-80, FA-80, Urban Industrial and Rural Community zones with additional construction and siting requirements intended to reduce nuisances (i.e. light pollution and offensive odors) on adjacent properties. Appropriately sited commercial marijuana production opportunities should provide county residents and property owners participating in the marijuana industry with additional revenue to spend locally that will, in turn, increase the county's tax base. The proposed prohibition of marijuana production operations in the 22,000 acres (~ 5% of the county's land area) zoned for RR-5 uses moreover, will still allow marijuana to be produced in ~ 400,000 acres or 90% of total county land zoned for PA-80 PF-80, FA-80, PA-80, Urban Industrial and Rural Community. These 400,000 acres should still provide commercial marijuana operations with sufficient land to lawfully conduct these activities without interfering with well established rural residential communities and neighborhoods nearby. For these reasons, Staff finds the proposed text amendments are consistent with Part X of the Comprehensive Plan.

### **Continuing with Part XVIII of the Comprehensive Plan - Air, Land and Water Quality:**

**Part XVIII (Air, Land and Water Quality):** Applicable provisions of this part of the Comprehensive Plan pertain to air emissions, noise, sewage disposal, solid waste removal and surface and ground water protection treatment. Goals of this section aim to “control and limit the adverse impacts of noise, light pollution and air emissions” and “maintain and improve land resources and the quality of the air and water of the County.”

In regard to noise, the Noise Goal of the Comprehensive Plan is to “control and limit the adverse impacts of noise.” Policy 4 further states that “provisions will be included in the Zoning Ordinance to prohibit encroachment of noise pollution sources into noise sensitive areas and to prohibit the encroachment of noise sensitive uses into recognized noise pollution areas.” Marijuana growing and producing typically involves the use of ventilation equipment and artificial lighting that must be used during significant portions of each day and/or night to ventilate and light plants that can emit sounds and light perceptible to nearby properties. In addition, during their final four weeks of maturity, marijuana plants emit a distinct odor and pollen which can be offensive to persons with sensitivities

As discussed in Findings 7 & 8 the proposed amendments include the installation of engineered air filtration systems and light blocking mechanisms for indoor marijuana production operations in the RC, M-3, M-2 and M-1 zoned properties. Indoor production and growing operations on PF-80 and FA-80 properties however will be required to utilize nocturnal light blocking mechanisms but will not be required to install air filtration systems since these are traditionally larger sized properties and are not located near the more densely populated areas of the county. The prohibition of marijuana production operations in the RR-5 Zone will also preserve the rural residential characteristics of RR-5 established neighborhoods by eliminating potentially offense odors, noises, and nocturnal lighting emanating from commercial marijuana operations nearby.

The proposed regulations as applied to traditionally more populated residentially developed areas directly support Policy 4 by limiting the encroachment of a noise, smell, and light pollution sources into those areas that are more sensitive to these off site impacts. For these reasons, Staff finds the proposed text amendments are consistent with Part XVIII of the Comprehensive Plan.

### **COMMENTS:**

The following comments have been received as of January 10, 2018 and were submitted for the Planning Commission's public hearing.

**Vernonia Fire District:** Has reviewed the proposed text amendments and have no objection to their approval as submitted.

## EXHIBIT B

**Scappoose- Spitzenberg CPAC:** Has reviewed the proposed text amendments and have no objection to their approval as submitted.

**City of Scappoose:** Has reviewed the proposed text amendments and have no objection to their approval as submitted.

**City of Clatskanie:** Has reviewed the proposed text amendments and have no objection to their approval as submitted.

**Saint Helens School District:** Has reviewed the proposed text amendments and have no objection to their approval as submitted.

**Other Written Comments:** As of the January 10, 2018, Land Development Services has not received any other written comments concerning the proposed Zoning Ordinance Text Amendments other than the October 16, 2017 hand delivered request from Mark Gordon as covered for Finding 9.

**Phone Contacts:** As of the date of this Report, Land Development Services has received approximately 20 phone calls in response to the the Measure 56 notice mailed to the affected unincorporated area property owners. All of these contacts have been in favor of these proposed amendments as they relate to their properties.

### **CONCLUSION AND RECOMMENDATION:**

Based upon Discussion and related Findings in this Staff Report, the Planning Commission and Staff recommends **APPROVAL** of TA 17-02, the legislative amendments to the text of the Columbia County Zoning Ordinance that will prohibit marijuana operations in the RR-5 zone, specify additional standards for marijuana production and retailing operations and clarify distinctions between state licensing requirements and Columbia County land use regulatory requirements for authorized marijuana land uses operating in the unincorporated areas of Columbia County. The amendments are included as **Attachment 1** to this report.

### **ATTACHMENTS:**

1. Proposed Marijuana Land Use Amendments to Section 1803 of the Zoning Ordinance
2. Application for TA 17-02
3. Oregon Land Use Board of Appeals - Sandra Diesel vs. Jackson County LUBA Nos. 2016-039-055 Affirmed 09/13/2016 -Oregon Court of Appeals - Sandra Diesel vs. Jackson County, Affirmed 12/09/2016
4. Mark A, Gordon's request to Planning Commission and Board of Commissioners to allow marijuana operations in the Airport Industrial (AI) Zone.
5. Section 940 of the Zoning Ordinance - Airport Industrial (AI) Zone
6. Written Comments received and Planning commission draft August 21, 2017 Minutes



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

In the Matter of Distributing Strategic Investment Program ("SIP") Payments for 2018 )  
ORDER NO. 6-2018

WHEREAS, Columbia County entered into an Intergovernmental Agreement (“IGA”) with the Columbia 4H and Extension Service District, the Columbia 9-1-1 Communications District, the Columbia Vector Control District, the Rainier Cemetery District, the Clatskanie Parks and Recreation District, the Clatskanie Library District, the Port of St. Helens, the Columbia Soil and Water Conservation District, and the Clatskanie Rural Fire Protection District, effective November 17, 2011, for the distribution of Community Service Fee Payments and Negotiated Payments received from Portland General Electric (“PGE”) pursuant to its Oregon Strategic Investment Program Agreement (“SIP Agreement”) with Columbia County; and

WHEREAS, the IGA provides that the County will act to determine and direct the distribution of the Negotiated Payment not later than January 2 of the year following a year in which a Negotiated Payment is received from PGE pursuant to the SIP Agreement (“Calculation Date”); and

WHEREAS, the IGA also provides that the County shall notify the other parties to the IGA if a determination is made that tax increment revenues collected through the June 30<sup>th</sup> immediately preceding the Calculation Date on account of the Port Westward Urban Renewal Plan were insufficient, or are anticipated to be insufficient in the following fiscal year to make required debt payments; and

WHEREAS, PGE built the “Turbine Alternative” as described in the SIP Agreement which began commercial operation in 2015; and

WHEREAS, the County has received a Community Service Payment in the amount of \$500,000, and a Negotiated Payment in the amount of \$478,071.00 from PGE in accordance with the SIP Agreement; and

WHEREAS, the IGA provides that the County will distribute the Community Service Fee and

Negotiated Payment to parties to the Agreement and the Clatskanie Foundation for the benefit of the Clatskanie School District 6J, based on the districts' individual tax rates in relation to the total of all the districts' tax rates in the Tax Code Area; and

WHEREAS, the distribution methodology is shown in Exhibit "A" which is attached hereto and is incorporated herein by this reference;

NOW, THEREFORE, IT IS HEREBY ORDERED as follows:

1. Tax increment revenues collected through the June 30<sup>th</sup> immediately preceding the Calculation Date on account of the Port Westward Urban Renewal Plan were sufficient, or are anticipated to be sufficient in the following fiscal year to make required debt payments. Therefore, the total Negotiated Payment shall be distributed to the Districts and the Clatskanie Foundation.

2. The Community Service Fee and Negotiated Payment shall be distributed to the Districts and the Clatskanie Foundation according to the distribution methodology shown in Exhibit "A".

3. Payments were distributed on or before February 1, 2018.

4. This Order is retroactive to January 2, 2018.

DATED this \_\_\_\_ day of February, 2018.

Approved as to for

By: \_\_\_\_\_  
Office of County Counsel

BOARD OF COUNTY  
COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Margaret Magruder, Chair

By: \_\_\_\_\_  
Henry Heimuller, Commissioner

By: \_\_\_\_\_  
Alex Tardif, Commissioner

# SIP Distribution: 2017-2018 Year 3

From Columbia County

Distribution Date:

1/31/18

## 2017-18 Portland General Electric Community Service Fee (CSF)

|                                  | Assessed Value | Taxes        |
|----------------------------------|----------------|--------------|
| Without SIP                      | 288,029,000    | 3,602,436.31 |
| With SIP                         | 26,522,500     | 331,722.23   |
| Tax Savings                      |                | 3,270,714.08 |
| 25% of Tax Savings               |                | 817,678.52   |
| Annual Maximum                   |                | 500,000.00   |
| Lesser of Savings or Annual Max. |                | 500,000.00   |

| Tax Code 0590 Districts* | Tax Rate       | Percent         | CSF Payments      | SIP Payment       | Total Distribution |
|--------------------------|----------------|-----------------|-------------------|-------------------|--------------------|
| Columbia County          | 1.3956         | 12.4835         | 62,417.50         | 59,679.99         | 122,097.49         |
| Jail Operations          | 0.5797         | 5.1853          | 25,926.50         | 24,789.42         | 50,715.92          |
| Columbia 4H & Ext        | 0.0571         | 0.5108          | 2,554.00          | 2,441.99          | 4,995.99           |
| Col 911 Comm             | 0.2554         | 2.2845          | 11,422.50         | 10,921.53         | 22,344.03          |
| Col 911 Comm LO          | 0.2900         | 2.5940          | 12,970.00         | 12,401.16         | 25,371.16          |
| Columbia Vector          | 0.1279         | 1.1440          | 5,720.00          | 5,469.13          | 11,189.13          |
| Rainier Cemetery         | 0.0709         | 0.6342          | 3,171.00          | 3,031.93          | 6,202.93           |
| Clatsk Park & Rec        | 0.3483         | 3.1155          | 15,577.50         | 14,894.30         | 30,471.80          |
| Clatskanie Library       | 0.2868         | 2.5654          | 12,827.00         | 12,264.43         | 25,091.43          |
| Port of St Helens        | 0.0886         | 0.7925          | 3,962.50          | 3,788.71          | 7,751.21           |
| Columbia SWCD            | 0.1000         | 0.8945          | 4,472.50          | 4,276.35          | 8,748.85           |
| Clatskanie RFPD          | 1.7198         | 15.3834         | 76,917.00         | 73,543.57         | 150,460.57         |
| Clatskanie RFPD LO       | 1.2533         | 11.2106         | 56,053.00         | 53,594.63         | 109,647.63         |
| Clatskanie Foundation**  | 4.6062         | 41.2018         | 206,009.00        | 196,973.86        | 402,982.86         |
|                          | <b>11.1796</b> | <b>100.0000</b> | <b>500,000.00</b> | <b>478,071.00</b> | <b>978,071.00</b>  |

\*Excludes Education Districts and Bonded Debt Levies

\*\*Rate based on Clatskanie 6J School

Agreement #154105



**FIRST AMENDMENT TO OREGON HEALTH AUTHORITY  
2017-2019 INTERGOVERNMENTAL AGREEMENT FOR THE  
FINANCING OF PUBLIC HEALTH SERVICES**

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to [dhs-oha.publicationrequest@state.or.us](mailto:dhs-oha.publicationrequest@state.or.us) or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

This First Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Public Health Services, effective February 1, 2018 (as amended the "Agreement"), is between the State of Oregon acting by and through its Oregon Health Authority ("OHA") and Columbia County, ("LPHA"), the entity designated, pursuant to ORS 431.003, as the Local Public Health Authority for Columbia County.

**RECITALS**

WHEREAS, OHA and LPHA wish to modify the Financial Assistance Award and Revenue and Expenditure Reporting form set forth in Exhibit C of the Agreement;

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows

**AGREEMENT**

1. Section 1 of Exhibit C entitled "Financial Assistance Award" of the Agreement is hereby superseded and replaced in its entirety by Attachment A attached hereto and incorporated herein by this reference. Attachment A must be read in conjunction with Section 3 of Exhibit C, entitled "Explanation of Financial Assistance Award" of the Agreement.
2. Section 2 of Exhibit C entitled "Oregon Health Authority Public Health Division Expenditure and Revenue Report (for all Programs)" of the Agreement is hereby superseded and replaced in its entirety by Attachment B attached hereto and incorporated herein by this reference.
3. LPHA represents and warrants to OHA that the representations and warranties of LPHA set forth in Section 2 of Exhibit E of the Agreement are true and correct on the date hereof with the same effect as if made on the date hereof.
4. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.
5. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.
6. The parties expressly ratify the Agreement as herein amended.
7. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.
8. This Amendment becomes effective on the date of the last signature below.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below their respective signatures.

**9. Signatures.**

By: \_\_\_\_\_

Name: /for/ Lillian Shirley, BSN, MPH, MPA

Title: Public Health Director

Date: \_\_\_\_\_

**COLUMBIA COUNTY LOCAL PUBLIC HEALTH AUTHORITY**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF JUSTICE – APPROVED FOR LEGAL SUFFICIENCY**

*Agreement form group-approved by D. Kevin Carlson, Assistant Attorney General, Tax and Finance Section, General Counsel Division, Oregon Department of Justice by email on July 25, 2017, copy of email approval in Agreement file.*

**REVIEWED BY OHA PUBLIC HEALTH ADMINISTRATION**

By: \_\_\_\_\_

Name: Mai Quach (or designee)

Title: Program Support Manager

Date: \_\_\_\_\_

## Attachment A

### Financial Assistance Award

| State of Oregon<br>Oregon Health Authority<br>Public Health Division  |   |   | Page 1 of 2             |
|---|---|---|-------------------------|
| <b>1) Grantee</b><br>Name: Columbia County<br><br>Street: 230 Strand Street<br>City: St. Helens<br>State: OR Zip Code: 97051  | <b>2) Issue Date</b><br>December 26, 2017 | <b>This Action</b><br>AMENDMENT<br>FY2018                             |                         |
|   |   | <b>3) Award Period</b><br>From February 1, 2018 Through June 30, 2018 |                         |
| <b>4) OHA Public Health Funds Approved</b>  |   |   |                         |
| <b>Program</b>  | Previous<br>Award                         | Increase/<br>(Decrease)   | Grant<br>Award          |
| PE 01 State Support for Public Health   | 25,345                                    | 0   | 25,345                  |
| PE 12 Public Health Emergency Preparedness  | 32,040                                    | 0   | 32,040                  |
| PE 13 Tobacco Prevention & Education  | 28,966                                    | 0   | 28,966                  |
| PE 41 Reproductive Health Program<br>FAMILY HEALTH SERVICES   | 5,900                                     | 0   | 5,900                   |
| PE 42 MCH/Child & Adolescent Health -- General Fund<br>FAMILY HEALTH SERVICES   | 2,230                                     | 0   | 2,230                   |
| PE 42 MCH-TitleV -- Child & Adolescent Health<br>FAMILY HEALTH SERVICES   | 3,598                                     | 0   | 3,598<br>( a )          |
| PE 42 MCH-TitleV -- Flexible Funds<br>FAMILY HEALTH SERVICES  | 8,395                                     | 0   | 8,395<br>( a )          |
| PE 42 MCH/Perinatal Health -- General Fund<br>FAMILY HEALTH SERVICES  | 1,189                                     | 0   | 1,189                   |
| PE 42 Babies First<br>FAMILY HEALTH SERVICES  | 3,805                                     | 0   | 3,805                   |
| PE 43 Immunization Special Payments   | 6,573                                     | 0   | 6,573                   |
| PE 44 School Based Health Centers<br>FAMILY HEALTH SERVICES   | 93,333                                    | 0   | 93,333                  |
| PE 44 School Based Health Centers - Mental Health Expansio<br>FAMILY HEALTH SERVICES  | 63,125                                    | 0   | 63,125                  |
| <b>5) FOOTNOTES:</b><br>a) Funds will not be shifted between categories or fund types. The same program may be funded by more than one fund type, however, federal funds may not be used as match for other federal funds (such as Medicaid).<br>b) Funds provided under this Agreement are intended to enable Local Public Health Authorities to assume primary responsibility for the quality and safety of drinking water provided by most of the public water systems located within the Local public Health Authority's jurisdiction, and may only be used in accordance with and subject to the requirements and limitations set forth below, to deliver the Safe Drinking Water services described in the Program Element Description. |   |   |                         |
| <b>6) Capital Outlay Requested in This Action:</b><br>Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.  |   |   |                         |
| <b>PROGRAM</b>  | <b>ITEM DESCRIPTION</b>                   | <b>COST</b>   | <b>PROG.<br/>APPROV</b> |
|   |   |   |                         |
|   |   |   |                         |

| State of Oregon<br>Oregon Health Authority<br>Public Health Division   |   | Page 2 of 2                               |                         |
|--|---|---|-------------------------|
| <b>1) Grantee</b><br>Name: Columbia County<br><br>Street: 230 Strand Street<br>City: St. Helens<br>State: OR Zip Code: 97051   | <b>2) Issue Date</b><br>December 26, 2017                             | <b>This Action</b><br>AMENDMENT<br>FY2018 |                         |
|  | <b>3) Award Period</b><br>From February 1, 2018 Through June 30, 2018 |   |                         |
| <b>4) OHA Public Health Funds Approved</b>   |   |   |                         |
| <b>Program</b>   | Previous<br>Award   | Increase/<br>(Decrease)                   | Grant<br>Award          |
| PE 50 Safe Drinking Water Program  | 19,556  | 0   | 19,556<br>( b )         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  |   |   |                         |
|  | 294,055   | 0   | 294,055                 |
| <b>5) FOOTNOTES:</b>   |   |   |                         |
| <b>6) Capital Outlay Requested in This Action:</b><br>Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year. |   |   |                         |
| <b>PROGRAM</b>   | <b>ITEM DESCRIPTION</b>   | <b>COST</b>                               | <b>PROG.<br/>APPROV</b> |
|  |   |   |                         |
|  |   |   |                         |

| OREGON HEALTH AUTHORITY   |   |                          |                        |
|---|---|--------------------------|------------------------|
| PUBLIC HEALTH DIVISION EXPENDITURE AND REVENUE REPORT   |   |                          |                        |
| EMAIL TO: OHA-PHD.Expend&RevReport@state.or.us  |   |                          |                        |
| Agency:   |   |                          |                        |
| Program:  |   |                          |                        |
| Period:   |   | July 1,                  | to                     |
| Please read instructions carefully.   |   |                          |                        |
| YEAR TO DATE  |   |                          |                        |
| A.  | EXPENDITURES                              | Non-OHA/PHD Expenditures | OHA/PHD Expenditures   |
| 1.  | Personal Services (Salaries and Benefits) |                          |                        |
| 2.  | Services and Supplies                     |                          |                        |
| 3.  | Capital Outlay                            |                          |                        |
| 4.  | <b>TOTAL EXPENDITURES (see Note 1)</b>    | \$ -                     | \$ -                   |
| 5.  | Less Total Program Income (see Note 2)    |                          |                        |
| 6.  | <b>TOTAL REIMBURSABLE EXPENDITURES</b>    |                          | \$ -                   |
| <b>WIC Program Only:</b> Enter the Public Health Division Year to Date Expenditures Column breakdown in the following categories:   |   |                          |                        |
|   | Client Services                           |                          | Nutrition Education    |
|   | Breastfeeding Promotion                   |                          | General Administration |
| YEAR TO DATE  |   |                          |                        |
| B.  | PROGRAM INCOME/REVENUE                    |                          |                        |
| 1.  | Revenue from Fees                         |                          |                        |
| 2.  | Donations                                 |                          |                        |
| 3.  | 3rd Party Insurance                       |                          |                        |
| 4.  | Other Program Income                      |                          |                        |
| 5.  | <b>TOTAL PROGRAM INCOME</b>               | \$                       | -                      |
| 6.  | Other Local Funds (identify)              |                          |                        |
|   | 6a.                                       |                          |                        |
|   | 6b.                                       |                          |                        |
| 7.  | Medicaid/OHP/CCare                        |                          |                        |
| 8.  | Volunteer and In-Kind (estimated value)   |                          |                        |
| 9.  | Other (Specify)                           |                          |                        |
| 10.   | Other (Specify)                           |                          |                        |
| 11.   | <b>TOTAL REVENUE</b>                      | \$                       | -                      |
| C. CERTIFICATE  |   |                          |                        |
| I certify that revenues reported were authorized for use by the agency in support of this program and that expenditures and encumbrances reported are true and correct to the best of my knowledge and belief.  |   |                          |                        |
| PREPARED BY   |   | PHONE                    | AUTHORIZED AGENT       |
|   |   |                          | DATE                   |
| Note 1: If Section A. Line 4. Expenditures are reimbursed by State Medicaid, State General Funds, State Other Funds, do not report Program Income on Section A. Line 5.<br>Note 2: 45 CFR 92.25(b). Income directly generated by grant supported activity (Section B. Line 5.).<br>Form Number 23-152 |   |                          |                        |
|   |   |                          | Revised December 2017  |



# OHA - 2017-2019 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

|   |                            |
|---|----------------------------|
| <b>TITLE OF FORM:</b> OHA Public Health Division Expenditure and Revenue Report   | <b>FORM NUMBER:</b> 23-152 |
| <b>WHO MUST COMPLETE THE 23-152:</b> All agencies receiving funds awarded through Oregon Health Authority Intergovernmental Agreement for Financing Public Health Services must complete this report for each grant-funded program. Agencies are responsible for assuring that each report is completed accurately, signed and submitted in a timely manner.  |                            |
| <b>WHERE TO SUBMIT:</b> Email to: <a href="mailto:OHA-PHD.Expend&amp;RevReport@state.or.us">OHA-PHD.Expend&amp;RevReport@state.or.us</a>  |                            |
| <b>WHEN TO SUBMIT:</b> Reports for grants are due <b>25 days</b> following the end of the 3-, 6-, and 9-month periods (10/25, 1/25, 4/25) and <b>50 days</b> after the 12-month period (8/25) in each fiscal year. <b>Any</b> expenditure reports due and not received by the 25th will delay payments for <b>all</b> grant programs until reports for <b>all</b> programs have been received from the payee for the reporting period.  |                            |
| <b>INSTRUCTIONS FOR COMPLETION:</b> Report expenditures of Non-OHA/PHD (Oregon Health Authority/Public Health Division) funds in addition to those for which reimbursement is being claimed. This reporting feature is necessary for programs due to the requirement of matching federal dollars with state and/or local dollars.<br>A. YEAR TO DATE expenditures are reported when payment is made or a legal obligation is incurred.<br>B. YEAR TO DATE revenue is reported when recognized.  |                            |
| <b>A. EXPENDITURES</b><br>Enter cumulative expenditures in appropriate column.<br><ul style="list-style-type: none"> <li>• <b>Non-OHD/PHD Expenditures</b> are all program expenditures <b>not</b> reimbursed by Public Health Division.</li> <li>• <b>PHD Expenditures</b> are reimbursable expenditures <b>less</b> program income.</li> </ul> <p>WIC grantees must break down PHD cumulative expenditures into the 4 categories listed on the form. Refer to Policy 315: Fiscal Requirements of the Oregon WIC Program Policy and Procedure Manual for definitions of the categories.</p> <p><b>Line 1. Personal Services:</b> Report total salaries that apply to the program. Since payroll expenses may vary from month to month, an approximate amount may be listed for each reporting period <b>except</b> the final period.<br/><b>Exact yearly cost must be reported.</b></p> <p>Federal guidelines, 2 CFR 225 Appendix B.8. (OMB Circular A-87), require the maintenance of adequate time-activity reports for individuals paid from grant funds.</p> <p><b>Line 2. Services and Supplies:</b> Report all services and supplies expenditures for the program.</p> <p><b>Line 3. Capital Outlay:</b> Capital Outlay is defined as expenditure of a single item costing more than \$5,000 with a life expectancy of more than one year. Itemize all capital outlay expenditures by cost and description. Federal regulations require that capital equipment (desk, chairs, laboratory equipment, etc.) continue to be used within the program area. Property records for non-expendable personal property shall be maintained accurately per Subtitle A-Department of Health and Human Services, 45 Code of Federal Regulation (CFR) Part 92.32 and Part 74.34.<br/><b>Prior approval must be obtained for any purchase of a single item or special purpose equipment having an acquisition cost of \$5,000 or more (PHS Grants Policy Statement; WIC, see Federal Regulations Section 246.14).</b></p> |                            |
| <b>B. REVENUES</b><br>Enter revenues that support program on appropriate lines. Identify sources of <i>Other Local Funds</i> on lines 6 through 6b.   |                            |
| <b>Line 7. Medicaid/OHP/CCare:</b> Medicaid includes CCare, OHP and other Medicaid programs.  |                            |
| <b>WHEN A BUDGET REVISION IS REQUIRED:</b> It is understood that the pattern of expenses will follow the estimates set forth in the approved budget application. To facilitate program development, however, transfers between expense categories may be made by the local agency except in the following instances, when a budget revision will be required: <ul style="list-style-type: none"> <li>• If a transfer would result in or reflect a significant change in the character or scope of the program.</li> <li>• If there is a significant expenditure in a budget category for which funds were not initially budgeted in approved application.</li> </ul>  |                            |
| <b>REIMBURSEMENT FROM THE STATE:</b> Transfer document will be forwarded to the county treasurer (where appropriate) with a copy to the local agency when Public Health Division makes reimbursement.   |                            |
| From Number: 23-152   | Revised December 2017      |

**GRANTOR'S NAME AND ADDRESS:**

Jeffery S. Curry and Jacqueline Roberts  
34169 Cataway Lane  
Saint Helens, OR 97051

**AFTER RECORDING, RETURN TO GRANTEE:**

Columbia County  
Office of County Counsel  
230 Strand, Room 20  
St. Helens, OR 97051

**TEMPORARY CONSTRUCTION EASEMENT**

(Corporate)

FOR GOOD AND VALUABLE CONSIDERATION in the amount of Five Hundred Dollars (\$500.00), Jeffery S. Curry and Jacqueline Roberts, hereinafter Grantors, do hereby grant unto **COLUMBIA COUNTY**, a political subdivision of the State of Oregon, hereinafter Grantee, its officers, agents, employees, successors, assigns, contractors, and subcontractors, a temporary easement in, upon, through, over, under and across the property described and depicted on Exhibits A and B attached hereto and by this reference incorporated herein, hereinafter "the Easement Site", which is situated in said County.

This grant of temporary right to use and occupy is given for the purpose of permitting Columbia County, its officers, agents, employees, successors, assigns, contractors, and subcontractors, to use the Easement Site for constructing improvements along Robinette Road Culvert. In connection therewith, Grantee may remove any trees, shrubs or other materials necessary or convenient to accomplish said purposes. The Grantors also grant to the Grantee, its officers, agents, employees, successors, assigns, contractors, and subcontractors the right to use construction equipment at the Easement Site.

IT IS UNDERSTOOD that the easement rights herein granted shall become effective on the date last signed below and shall terminate three (3) years from said date, or when construction on the property is completed, whichever is earlier.

IT IS ALSO UNDERSTOOD that the easement herein granted does not convey any right or interest in the Easement Site except as stated herein, nor prevents Grantors from the use of said Easement Site, provided, however, that such use does not interfere with the rights herein granted.

In addition, the Grantee, its successors, assigns, agents, contractors, and employees agree to the following conditions of entry:

- 1) **INDEMNIFICATION.** Subject to the limitations and conditions of the Oregon Constitution and ORS 30.260 to 30.300, the Grantee agrees to indemnify Grantor from all claims made for injury to person or property caused by Grantee's negligence during the actual use by Grantee of the property for any of the above-described purposes.
- 2) **DAMAGE TO PROPERTY.** Grantee shall exercise care to avoid damaging the Easement Site in any manner not consistent with the purpose for which this easement is issued.
- 3) **COOPERATION WITH GRANTOR.** Grantee shall at all times cooperate with Grantor and comply with reasonable requests not inconsistent with the purpose for which this easement is granted.

- 3) **CLEANUP.** Upon completion of the project, Grantee shall clean the easement site of all rubbish, excess material, and equipment.
- 4) **ACCEPTANCE.** All parts of the easement site shall be left in acceptable condition.

IN WITNESS THEREOF, Grantors have signed this document this \_\_\_\_ day of \_\_\_\_\_, 2018.

By:   
Jeffery S. Curry

By:   
Jacqueline Roberts

STATE OF OREGON                    )  
  ) ss.  
County of Columbia                )

The foregoing instrument was acknowledged before me this 4 day of February, 2018, by Jeffrey S. Curry and Jacqueline Roberts upon whose authority and on whose behalf this instrument is signed.

  
Notary Public for Oregon

**ACCEPTANCE:**

COLUMBIA COUNTY, OREGON



This is to certify that the interest in real property conveyed herein to the County of Columbia, a political subdivision of the State of Oregon, is hereby accepted by the undersigned, Henry Heimuller, Margaret Magruder, and Alex Tardif, Board of Commissioners of Columbia County, Oregon, and the Grantee consents to the conditions thereof.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Margaret Magruder, Chair

By: \_\_\_\_\_  
Henry Heimuller, Commissioner

By: \_\_\_\_\_  
Alex Tardif, Commissioner



KLS Surveying Inc.  
1224 Alder Street  
Vernonia, OR 97064

Phone: (503) 429-6115  
Fax: (503) 429-6115  
Email: dwallace\_kls@msn.com

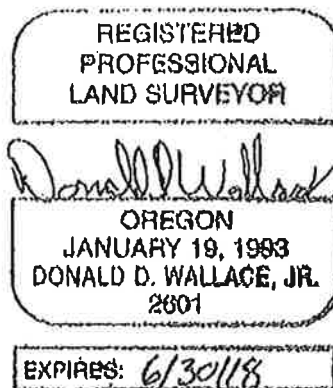
Exhibit A  
Temporary Construction Easement  
Curry Tract

A portion of Parcel 1, Partition Plat No. 2010-1 lying in the Southeast quarter of Section 36, Township 5 North, Range 2 West of the Willamette Meridian, Columbia County, Oregon being more particularly described as follows:

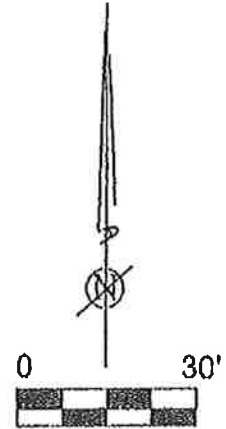
- Beginning at the Southwest corner of Parcel 2, Partition Plat No. 2006-24, thence South  $75^{\circ}21'04''$  East along the South line of said Parcel 2, 25.58 feet;
- thence leaving said South line South  $46^{\circ}31'34''$  West 11.78 feet;
- thence North  $75^{\circ}21'04''$  West 19.60 feet to the Easterly right of way of Robinette Road (C.R. P-25);
- thence North  $16^{\circ}01'12''$  East along said right of way 10.00 feet to the point of beginning.

Containing 226 square feet more or less

The basis of bearings for this description is Partition Plat No. 2006-24.



EASEMENT EXHIBIT B  
FOR COLUMBIA COUNTY  
IN THE SE 1/4 OF SECTION 36,  
T5N, R2W, W.M.  
COLUMBIA COUNTY, OREGON



30 Ft/In  
DWG NO. PP 2010-1 EXHIBIT  
JOB NO. 14-012  
4-6-2017

FREITAG  
INST. NO. 2005-000425

ROBINETTE ROAD  
(C.R. P-25)

PARTITION PLAT  
NO. 2006-24  
MAULDIN  
PARCEL 2

N 16°01'12" E 10.00'  
20'  
25'  
N 75°21'04" W 19.60'  
10'  
S 75°21'04" E 25.58'  
S 46°31'34" W 11.78'  
10' WIDE +/-  
CONSTRUCTION  
EASEMENT

CURRY  
PARCEL 1

PARTITION PLAT  
NO. 2010-1



K.L.S. SURVEYING INC.  
1224 ALDER STREET  
VERNONIA, OREGON 97064  
(503) 429-6115

36 31

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Donald D. Wallace, Jr.*  
OREGON  
JANUARY 19, 1993  
DONALD D WALLACE, JR  
2801

RENEWAL DATE 6/30/18

**BYLAWS**  
**COLUMBIA COUNTY RIDER TRANSPORTATION ADVISORY COMMITTEE**  
**(CCRTAC)**

**ARTICLE I - Name**

The Committee, established under Resolution No. \_\_\_\_\_ by the Columbia County Board of County Commissioners, (BOCC), shall be known as the Columbia County Rider Transportation Advisory Committee (CCRTAC).

**ARTICLE II - Purpose**

CCRTAC members are appointed by BOCC to: 1) review, advise, and assist in the distribution of monies from the Special Transportation Fund (STF); and 2) to make recommendations to the BOCC on other matters relating to the provision of special transportation services in Columbia County, including:

- ♦ Identifying the transportation needs of Columbia County residents who are veterans, seniors, commuters, students, persons with disabilities, and other users of public transportation;
- ♦ Identifying and coordinating the use of available resources;
- ♦ Recommendations regarding general public transportation services;
- ♦ Advocating for new and expanded public transportation services in Columbia County;
- ♦ Planning for public transportation services; and
- ♦ Making the most productive use of all available public transportation funds.

**ARTICLE III - Constituency of the CCRTAC**

To qualify to serve on the CCRTAC, an individual must be a resident of Columbia County, Oregon, and fit into one of the following categories:

1. A representative of veterans, persons with disabilities, students, seniors, commuters, or other users of public transportation;
2. A representative of the business and economic development communities;
3. A representative of local government;
4. A representative of the provision of human services;

Efforts shall be made to ensure equal representation from each area in Columbia County. A minimum of three members must meet the membership requirements of Article V – STF Subcommittee, below.

#### **ARTICLE IV - Composition**

The CCRTAC shall be composed of no less than **five (5)** and no more than **eleven (11)** voting members, as per Article III.

#### **ARTICLE V – STF Subcommittee**

1. **Purpose.** A subcommittee of the CCRTAC shall be appointed to advise and assist the BOCC in carrying out the purpose of the STF in accordance with ORS 391.820 and OAR 732-005-0031. The committee shall be called the STF Subcommittee.
2. **Duties.** The STF Subcommittee shall:
  - Advise the County on opportunities to coordinate STF monies and projects with other transportation programs and services to avoid duplication and gaps in service;
  - Review the proposed distribution of Formula Program moneys and make recommendations to the BOCC;
  - Review STF Operating Grant and Discretionary Grant proposals and make recommendations to the BOCC;
  - Meet a minimum of two times per year and adhere to Oregon Public Meetings laws;
  - Participate in developing the STF Plan;
  - Review proposed STF Projects proposed for funding by the Formula Program and Discretionary Program, including the proposed Recipient, Project purpose, intended User of Transportation Services, and the proposed funding level.
3. **Membership.** The STF Subcommittee shall consist of **three** members of the CCRTAC. To serve on the STF Subcommittee, the CCRTAC member must be knowledgeable about the transportation needs of the Elderly and Disabled, and be a person who is:
  - Elderly or Disabled and is a user of Transportation Services in the County;
  - Elderly or Disabled and who lives in an area of the County where there are no Public Transportation Services;
  - Representative of Elderly or Disabled residents of the County; or
  - Represents a Provider of services to the Elderly or Disabled in the County.

**The terms used in this Article shall be as defined in the *Special Transportation Fund for the Elderly and Disabled Administrative Rules*, OAR 732-005-0010. Any changes**

**in STF Subcommittee membership shall be reported to the Oregon Department of Transportation Public Transit Division.**

**ARTICLE VI - Nomination, Appointment, and Tenure of CCRTAC Membership**

1. The BOCC shall make all appointments to the CCRTAC in accordance with Columbia County policies on appointments to advisory committees and the CC Rider Title VI Program. The BOCC shall ensure that at least three members of the CCRTAC meet the requirements of Article V – STF Subcommittee.
2. Applications for appointment may be recommended by the CCRTAC and forwarded to the BOCC by Columbia County Rider Transit staff for persons interested in serving on the CCRTAC. In addition, potential appointees may go directly to the BOCC and request an application for appointment to the CCRTAC.
3. The term of service for CCRTAC members shall be three (3) years ending on December 31. The terms shall be staggered so that no more than two CCRTAC members' terms expire simultaneously.
4. A vacancy on the CCRTAC may occur by resignation of a CCRTAC member, or for sufficient and proper cause upon the recommendation of the CCRTAC and removal by the BOCC. Any vacancy shall be filled in a manner consistent with the aforementioned nominations and appointment procedures. The appointee's term of service shall be the length of the unexpired term.
5. A member who fails to attend three (3) consecutive meetings without notice may be asked by majority vote of the CCRTAC to resign with a recommendation made to the BOCC for removal.

**ARTICLE VII- Conduct of Meetings**

1. Meetings:
  - A. Regular Meetings: The CCRTAC shall meet at least quarterly unless the CCRTAC members agree otherwise. The STF Subcommittee shall meet at least twice annually.
  - B. Special Meetings: Special meetings may be requested by any CCRTAC member and/or Columbia County Rider staff and called for with reasonable notice, to the Chairperson. The Chairperson shall coordinate with Columbia County Rider staff regarding the notice of a special meeting.

2. Conflict of Interest:

In order to avoid conflict of interest, no CCRTAC member, who also is an employee or a Board member of any organization that is under contract or competing for funds, may vote on fund allocations which would bring financial remuneration to that organization.



Such members may, however, participate in official discussions on these subjects after announcing their conflict of interest.

3. Public Participation:

The meetings of the CCRTAC and STF Subcommittee shall be open to the public, pursuant to Oregon's Open Meeting Law, ORS 192.610 to 192.690. Participation at meetings shall be permitted upon recognition by the Chairperson.

4. Quorum:

Fifty-one percent (51%) of the membership of CCRTAC shall constitute a quorum.

6. Parliamentary Authority:

Roberts' Rules of Order, Revised (current edition), shall be the parliamentary authority for all matters of procedure not specifically covered by these bylaws.

7. Recordkeeping:

Columbia County Rider staff will serve as the Secretary and recording staff of the CCRTAC.

**ARTICLE VIII - Officers and Duties**

1. Officers: The officers of CCRTAC shall be the Chairperson and Vice Chairperson, to be elected at the CCRTAC's annual December meeting or as soon as possible thereafter.

2. Duties of the Officers:

A. Chairperson: The Chairperson of the CCRACCCRTAC shall:

1. Preside at all meetings of the CCRTAC;
2. Appoint chairs of all standing and special committees; and
3. Serve as a non - voting member of all standing and special committees.
4. The Chair shall confer with the Columbia County Rider Administrator on Meeting Agendas.

B. Vice Chairperson: The Vice Chairperson shall perform all duties of the Chairperson in his or her absence.

C. Columbia County Rider Staff Responsibilities: It is Columbia County Rider staff responsibility to convey the CCRTAC recommendations to the BOCC.

### **ARTICLE IX –Special Committees**

1. Special Committees: The CCRTAC Chairperson may appoint any number of special committees to assist the CCRTAC in the discharge of its duties. The CCRTAC Chairperson shall appoint a Chairperson for each special committee.
2. Membership: Membership on CCRTAC special committees is open to both CCRTAC members and members of the general public and appointments to the special committees shall be made by the CCRTAC Chairperson. Members of the general public serving on special committees do not need to be a resident of Columbia County.

### **ARTICLE X - Amendment of Bylaws**

1. CCRTAC Action: These bylaws may be amended by majority vote of the CCRTAC members.
2. Approval: With CCRTAC approval, all such amendments shall become effective upon approval by the BOCC.

Date of Amendment to Bylaws: January 25, 2018

### **DEFINITIONS**

BOCC – Board of County Commissioners

CCRTAC – Columbia County Rider Transportation Advisory Committee

OAR – Oregon Administrative Rule

ORS – Oregon Revised Statute

STF – Special Transportation Funds

## STP DISCRETIONARY BUS REPLACEMENT APPLICATION

### 1. Applicant Information

|   |                          |   |   |   |  |
|---|--------------------------|---|---|---|--|
| AGENCY NAME - WILL APPEAR AS RECIPIENT ON GRANT AGREEMENT<br><b>Columbia County Rider Transit</b> |                          |   | CURRENT AGREEMENTS WITH RPTD?<br><b>Yes</b> |   |  |
| APPLICATION CONTACT PERSON FIRST NAME<br><b>Michael</b>   |                          | LAST NAME<br><b>Ray</b>                                     |   | TITLE<br><b>Transit Administrator</b>       |  |
| PHONE<br><b>5033668505</b>  | FAX<br><b>5033668508</b> | EMAIL ADDRESS<br><b>michael.ray@co.columbia.or.us</b>       |   |   |  |
| PERSON TO SIGN GRANT AGREEMENT FIRST NAME<br><b>Margaret</b>                                      |                          | LAST NAME<br><b>Magruder</b>                                |   | TITLE<br><b>Chair, Brd of Commissioners</b> |  |
| PHONE<br><b>5033974322</b>  | FAX<br><b>5033977243</b> | EMAIL ADDRESS<br><b>margaret.magruder@co.columbia.or.us</b> |   |   |  |

### 2. Funding Information

|   |  |
|---|--|
| FUNDING TYPE<br><input checked="" type="checkbox"/> STP Discretionary Funding | TITLE<br><input checked="" type="checkbox"/> I understand that only vehicles with a <b>title held by ODOT</b> are eligible for replacement from this funding source. |
|---|--|

### 3. Vehicle Information

#### 3.1. Vehicles to be replaced:

| YEAR | MAKE | MODEL    | VEHICLE CATEGORY | VIN               | NUMBER OF REGULAR SEATS | NUMBER OF ADA STATIONS | CURRENT MILEAGE | DISPOSAL TYPE |
|------|------|----------|------------------|-------------------|-------------------------|------------------------|-----------------|---------------|
| 2008 | Ford | Eldorado | D                | 1FD4E45S48DB51377 | 14                      | 3                      | 267,174         | BU            |
| 2008 | Ford | Eldorado | D                | 1FD4E45S59DA12160 | 16                      | 3                      | 315,378         | BU            |

Record(s): 2

DATE CURRENT MILEAGE RECORDED: 1/25/18

#### 3.2. Condition of vehicle(s):

| VIN               | CONDITION | EXPLAIN VEHICLE MAINTENANCE HISTORY, RIGHT-SIZING JUSTIFICATION, ETC. (KEEP EXPLANATION SIMPLE.)   |
|-------------------|-----------|--|
| 1FDXE45S11HA85351 | Poor      | This vehicle is significantly past its useful life in both age and mileage. Maintenance costs are increasing, making CC Rider's continued use as a regularly scheduled vehicle not cost efficient. |
| 1FD4E45S59DA12160 | Marginal  | This vehicle is significantly past its useful life in both age and mileage. Maintenance costs are increasing, making CC Rider's continued use as a regularly scheduled vehicle not cost effective. |

3.3. Will you use the ODOT/DAS state price agreement contract? ☒ Yes ☐ No

#### 3.4. Vehicles to be purchased:

| VEHICLE CATEGORY | QUANTITY | COST EACH (\$) | TOTAL (\$) | NO. REGULAR SEATS | NO. ADA STATIONS         | TOTAL CAPACITY | FUEL TYPE    | ESTIMATED ORDER DATE | ESTIMATED DELIVERY DATE |
|------------------|----------|----------------|------------|-------------------|--------------------------|----------------|--------------|----------------------|-------------------------|
| E-2              | 2        | 90,000         | 180,000    | 9                 | 3                        |                | G            | 8/1/18               | 2/1/19                  |
| TOTALS:          | 2        | GRAND TOTAL:   | \$180,000  | 9                 | 3                        |                | Record(s): 1 |                      |                         |
|                  |          |                |            |                   | ENTER OTHER FUEL TYPE(S) |                |              |                      |                         |

#### 3.5. Project cost and match:

| TOTAL PROJECT COST | MATCH TYPE          | MATCH AMOUNT | GRANT AMOUNT | MATCH FACTOR |
|--------------------|---------------------|--------------|--------------|--------------|
| \$180,000          | STP Bus Replacement | \$18,486.00  | \$161,514.00 | 0.1027       |

### 4. Local Match Information

Describe the source of your local match funds in the field below (e.g., funds from your budget, STF funds). If the matching funds are not available now, describe when they will be (e.g., next fiscal year, January 2019.) Please be specific.

|   |
|---|
| LOCAL MATCH DETAILS<br>Match is expected to comprise a share of Community Contributions, STF funds and STIF funds |
|---|

## 5. Risk Assessment

This is a required section. The risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance with the risk assessment.

1. Did your agency have any turnover of management or financial staff in the last 2 years?..... ☒ Yes ☐ No
2. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award? ..... ☒ Yes ☐ No
3. What type of accounting system does your agency use?..... ☐ Automated ☒ Manual ☐ Combination
4. Does your agency have a system in place that will account for 100% of each employee's time? ..... ☒ Yes ☐ No
5. Did your staff members attend required trainings and meetings during prior grant award periods? ..... ☒ Yes ☐ No
6. Was your agency audited by the Federal government in the past 2 years? ..... ☐ Yes ☒ No
7. If yes to 6, did the audit result in one or more audit findings? ..... ☐ Yes ☐ No ☒ N/A
8. Did your agency stay on budget in the past two years? ..... ☒ Yes ☐ No

## 5339 BUS AND BUS FACILITIES DISCRETIONARY APPLICATION

### 1. Applicant Information

|   |                              |   |   |
|---|------------------------------|---|---|
| AGENCY NAME - WILL APPEAR AS RECIPIENT ON GRANT AGREEMENT<br><b>Columbia County Rider Transit</b> |                              |   | CURRENT AGREEMENTS WITH RPTD?<br><b>Yes</b> |
| APPLICATION CONTACT PERSON FIRST NAME<br><b>Michael</b>   | LAST NAME<br><b>Ray</b>      |   | TITLE<br><b>Administrator</b>               |
| PHONE<br><b>5033668505</b>  | FAX<br><b>5033668508</b>     | EMAIL ADDRESS<br><b>michael.ray@co.columbia.or.us</b>       |   |
| PERSON TO SIGN GRANT AGREEMENT FIRST NAME<br><b>Margaret</b>                                      | LAST NAME<br><b>Magruder</b> |   | TITLE<br><b>Chair, Brd of Commissioners</b> |
| PHONE<br><b>5033974322</b>  | FAX<br><b>503397</b>         | EMAIL ADDRESS<br><b>margaret.magruder@co.columbia.or.us</b> |   |

### Risk Assessment

The following questions are required of all applicants. The risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance with the risk assessment.

- Did your agency have any turnover of management or financial staff in the last 2 years? ..... ☒ Yes ☐ No
- Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award? ..... ☒ Yes ☐ No
- What type of accounting system does your agency use? ..... ☐ Automated ☒ Manual ☐ Combination
- Does your agency have a system in place that will account for 100% of each employee's time? ..... ☒ Yes ☐ No
- Did your staff members attend required trainings and meetings during prior grant awards? ..... ☒ Yes ☐ No
- Was your agency audited by the Federal government in the past 2 years? ..... ☐ Yes ☒ No
- If yes to 6, did the audit result in one or more audit findings? ..... ☐ Yes ☐ No ☒ N/A
- Did your agency stay on budget in the past two years? ..... ☒ Yes ☐ No

### 2. Funding and Project Information

☒ 5339 Bus and Bus Facility .....

SELECT THE POPULATION AREA FOR THIS PROJECT

Rural (population under 50,000)

### Project Selection

Select the project type that you wish to include in your application. Submit one application per project type, unless your project types work as a package and must be funded together.

**CLEAR ALL PROJECTS**

- |  |   |
|--|---|
| <input type="checkbox"/> Replacement and Right-Sizing Vehicle(s) | <input type="checkbox"/> Signs                                      |
| <input checked="" type="checkbox"/> Expansion Vehicle(s)         | <input type="checkbox"/> Passenger Shelters                         |
| <input type="checkbox"/> Equipment                               | <input type="checkbox"/> Facilities (Bus Barns and Other Buildings) |

### 3. Vehicle Project

3.3. Will you use the ODOT/DAS state price agreement contract? ☒ Yes ☐ No

3.4. Vehicles to be purchased:

| VEHICLE CATEGORY | QUANTITY | COST EACH (\$)      | TOTAL (\$)         | NO. REGULAR SEATS | NO. ADA STATIONS | TOTAL CAPACITY | FUEL TYPE           | ESTIMATED ORDER DATE | ESTIMATED DELIVERY DATE |
|------------------|----------|---------------------|--------------------|-------------------|------------------|----------------|---------------------|----------------------|-------------------------|
| A                | 2        | 500,000             | 1,000,000          | 40                | 2                |                | D                   | 8/1/18               | 2/3/20                  |
| <b>TOTALS:</b>   | <b>2</b> | <b>GRAND TOTAL:</b> | <b>\$1,000,000</b> | <b>40</b>         | <b>2</b>         |                | <b>Record(s): 1</b> |                      |                         |

ENTER OTHER FUEL TYPE(S)

3.5. Project cost and match:

| TOTAL PROJECT COST | MATCH TYPE   | MATCH AMOUNT | GRANT AMOUNT | MATCH FACTOR |
|--------------------|--------------|--------------|--------------|--------------|
| \$1,000,000        | 5339 Vehicle | \$150,000.00 | \$850,000.00 | 0.15         |

### 3.6. Local match:

Describe the source of your local match funds (e.g. funds from your budget, STF funds). If the matching funds are not available now, describe when they will be (e.g: next fiscal year, January 2019.) Please be specific.

#### LOCAL MATCH DETAILS

Local match will be comprised of Three sources: Community Contributions, STP funds and STIF funds.

### 3.7. Service Type:

What is the main type of service that will be supported by this grant? .....

#### SERVICE TYPE

Fixed Route

### 3.8. Expansion Justification:

Describe the need for this expansion vehicle. What is your current plan for expanding service? Will this vehicle alleviate over-crowding on an existing route?

#### EXPANSION JUSTIFICATION

Columbia County Rider primarily serves commuters with our Fixed Route into Portland. This service has our highest ridership at over 3400 boardings a month. CC Rider currently uses a fleet of Cat B buses. We have recently been experiencing an increase of riders on our Line 1 into and out of Portland, where the Cat B vehicles are proving to not have the capacity required. The intent of CC Rider is to expand our fleet with two Category A vehicles to supplement our three larger capacity Category B vehicles to address our over-capacity issues.

3.9. Access: What potential barrier to service does this project remove or improve? Does the project help all types of travelers (seniors, people with disabilities, commuters, students, etc.) use the service? (Examples: shelters, bike racks, benches, lighting, signage, safety features).

#### IMPACT ON ACCESS

With two larger vehicles in our fleet, CC Rider will be able to address our re-occurring issue of over capacity buses on the Portland commute runs. Addressing this issue will result in more comfortable commutes for our passengers and will save us from having to run a 'chaser' bus to handle the over-capacity issue. New, larger buses will also enable CC Rider to transport all passengers - including seniors and the disabled in more comfort as passengers will no longer be required to stand due to insufficient seating capacity.

3.10. Connectivity: Does this project help make a connection to another service such as a veterans or non-emergency medical transportation service? How does this project make it easier for riders to get from town to town? Does this project make it easier to use connections by providing for similar fares or ticketing systems?

#### IMPACT ON CONNECTIVITY

**With two new large buses, CC Rider will be able to better accommodate passengers on our heavily used Portland route. With these new vehicles we will also be better able to accommodate increases in passenger use on this route. These new vehicles will also free up two of our existing smaller capacity buses for other high use routes like our PCC Rock Creek route and our South County Flex route.**

3.11. Availability: How does this project improve service availability? Are schedules or locations being enhanced to help people get to work, school, or appointments and back again? (Examples: added route(s), increased frequency, improved scheduling.)

#### IMPACT ON AVAILABILITY

Having new large capacity buses will improve our ability to 'Right Size' our fleet for the services we offer. The scheduling of buses for expected passenger loads will improve as we will be better situated to have buses with adequate capacity to serve routes that have high passenger loads such as our Line 1 - Downtown Portland.

3.12. Economic Development: How does this project enhance the prosperity or financial health of the area it will serve? Does it consider land use, route patterns, tourism, employment or shopping? (Examples: new connections to housing developments or business centers, tourist information and services, improved fare structures.)

#### IMPACT ON ECONOMIC DEVELOPMENT

Larger, more comfortable buses encourage use of public transit. More use of public transit will remove more cars off the road, resulting in better levels of congestion. Lower levels of congestion will facilitate better movement and more capacity for the shipment of goods and services. New, larger buses will make it easier and more comfortable for passengers to access employment and shopping activities in the Portland area. Having these larger vehicles will allow CC Rider to serve our passengers better by offering improved comfort on the runs into Portland.

## Application Totals

| ALL PARTS TOTAL COSTS | MATCH AMOUNT | GRANT AMOUNT |
|-----------------------|--------------|--------------|
| \$1,000,000           | \$150,000.00 | \$850,000.00 |



## 5339 BUS AND BUS FACILITIES DISCRETIONARY APPLICATION

### 1. Applicant Information

|   |                              |   |   |
|---|------------------------------|---|---|
| AGENCY NAME - WILL APPEAR AS RECIPIENT ON GRANT AGREEMENT<br><b>Columbia County Rider Transit</b> |                              |   | CURRENT AGREEMENTS WITH RPTD?<br><b>Yes</b> |
| APPLICATION CONTACT PERSON FIRST NAME<br><b>Michael</b>   | LAST NAME<br><b>Ray</b>      |   | TITLE<br><b>Transit Administrator</b>       |
| PHONE<br><b>5033668505</b>  | FAX<br><b>5033668508</b>     | EMAIL ADDRESS<br><b>michael.ray@co.columbia.or.us</b>       |   |
| PERSON TO SIGN GRANT AGREEMENT FIRST NAME<br><b>Margaret</b>                                      | LAST NAME<br><b>Magruder</b> |   | TITLE<br><b>Chair, Brd of Commissioners</b> |
| PHONE<br><b>5033974322</b>  | FAX<br><b>5033977243</b>     | EMAIL ADDRESS<br><b>margaret.magruder@co.columbia.or.us</b> |   |

### Risk Assessment

The following questions are required of all applicants. The risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance with the risk assessment.

- Did your agency have any turnover of management or financial staff in the last 2 years?..... ☒ Yes ☐ No
- Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award? ..... ☒ Yes ☐ No
- What type of accounting system does your agency use?..... ☐ Automated ☒ Manual ☐ Combination
- Does your agency have a system in place that will account for 100% of each employee's time? ..... ☒ Yes ☐ No
- Did your staff members attend required trainings and meetings during prior grant awards? ..... ☒ Yes ☐ No
- Was your agency audited by the Federal government in the past 2 years? ..... ☐ Yes ☒ No
- If yes to 6, did the audit result in one or more audit findings? ..... ☐ Yes ☐ No ☒ N/A
- Did your agency stay on budget in the past two years? ..... ☒ Yes ☐ No

### 2. Funding and Project Information

|   |  |
|---|--|
| <input checked="" type="checkbox"/> 5339 Bus and Bus Facility ..... | SELECT THE POPULATION AREA FOR THIS PROJECT<br>Rural (population under 50,000) |
|---|--|

### Project Selection

Select the project type that you wish to include in your application. Submit one application per project type, unless your project types work as a package and must be funded together.

**CLEAR ALL PROJECTS**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Replacement and Right-Sizing Vehicle(s) | <input type="checkbox"/> Signs                                      |
| <input type="checkbox"/> Expansion Vehicle(s)                               | <input type="checkbox"/> Passenger Shelters                         |
| <input type="checkbox"/> Equipment  | <input type="checkbox"/> Facilities (Bus Barns and Other Buildings) |

### 3. Vehicle Project

3.1. Please enter the following information for each of the vehicles to be replaced:

| YEAR | MAKE | MODEL    | VEHICLE CATEGORY | VIN               | NUMBER OF REGULAR SEATS | NUMBER OF ADA STATIONS | CURRENT MILEAGE | DISPOSAL TYPE |
|------|------|----------|------------------|-------------------|-------------------------|------------------------|-----------------|---------------|
| 2001 | Ford | F350     | D                | 1FDSE35L01HA78713 | 8                       | 1                      | 330,885         | BU            |
| 2004 | Ford | Windstar | E-2              | 2FMZA55244BA51254 | 2                       | 1                      | 264,422         | BU            |

Record(s): 2

DATE CURRENT MILEAGE RECORDED: \_\_\_\_\_

3.2. Condition of vehicle(s):

| VIN | CONDITION | EXPLAIN VEHICLE MAINTENANCE HISTORY, RIGHT-SIZING JUSTIFICATION, ETC. (KEEP EXPLANATION SIMPLE.) |
|-----|-----------|--|
|-----|-----------|--|



|                   |          |  |
|-------------------|----------|--|
| 1FDSE35L01HA78713 | Adequate | This vehicle is past its useful life in both mileage and age. Maintenance costs are increasing and this vehicle is in need of replacing.                                     |
| 2FMZA55244BA51254 | Poor     | This vehicle is past its useful life in both mileage and age. It currently is out of service due to a repair that is too costly to justify. This vehicle should be replaced. |

3.3. Will you use the ODOT/DAS state price agreement contract? ☒ Yes ☐ No

IF NO, DESCRIBE THE NEEDS NOT ADDRESSED IN STATE CONTRACTS (E.G., NO CONTRACTS FOR TROLLEY-STYLE VEHICLES, NO CONTRACTS FOR BUSES LARGER THAN 44 PASSENGERS, ETC.) NOTE THAT UNDER NEW FTA GUIDELINES, PIGGYBACKING ON OUTSIDE CONTRACTS IS STRICTLY LIMITED.

#### 3.4. Vehicles to be purchased:

| VEHICLE CATEGORY | QUANTITY | COST EACH (\$) | TOTAL (\$) | NO. REGULAR SEATS | NO. ADA STATIONS | TOTAL CAPACITY | FUEL TYPE    | ESTIMATED ORDER DATE | ESTIMATED DELIVERY DATE |
|------------------|----------|----------------|------------|-------------------|------------------|----------------|--------------|----------------------|-------------------------|
| E-2              | 2        | 80,000         | 160,000    | 9                 | 3                | 9              | G            | 7/2/18               | 12/28/18                |
| TOTALS:          | 2        | GRAND TOTAL:   | \$160,000  | 9                 | 3                | 9              | Record(s): 1 |                      |                         |

ENTER OTHER FUEL TYPE(S)

#### 3.5. Project cost and match:

| TOTAL PROJECT COST | MATCH TYPE   | MATCH AMOUNT | GRANT AMOUNT | MATCH FACTOR |
|--------------------|--------------|--------------|--------------|--------------|
| \$160,000          | 5339 Vehicle | \$24,000.00  | \$136,000.00 | 0.15         |

#### 3.6. Local match:

Describe the source of your local match funds (e.g. funds from your budget, STF funds). If the matching funds are not available now, describe when they will be (e.g: next fiscal year, January 2019.) Please be specific.

##### LOCAL MATCH DETAILS

Match will be a mix of STIF, STF, and local funds. Funds are allotted in CC Rider's FY19 budget.

#### 3.7. Service Type:

What is the main type of service that will be supported by this grant? .....

SERVICE TYPE

Demand Response

#### Application Totals

| ALL PARTS TOTAL COSTS | MATCH AMOUNT | GRANT AMOUNT |
|-----------------------|--------------|--------------|
| \$160,000             | \$24,000.00  | \$136,000.00 |

| Revenue             |               |
|---------------------|---------------|
| General Fund        | \$ 80,000.00  |
| NW RideCenter       | \$ 80,000.00  |
| Misc                | \$ 4,000.00   |
| Advert Rev          | \$ 9,000.00   |
| STF                 | \$ 123,790.00 |
| PCC                 | \$ 83,160.00  |
| Contracted Rev      | \$ 120,000.00 |
| Total Rev for Match | \$ 499,950.00 |

| Match Expenses     |               |
|--------------------|---------------|
| 5310 Purch Serv ED | \$ 19,748.00  |
| Scappoose P&R STIP | \$ 39,951.00  |
| 5311F              | \$ 60,560.00  |
| 5311               | \$ 240,126.00 |
| 5311F Carryover    | \$ 13,779.00  |
|                    | \$ 374,164.00 |
| 5310 Discretionary | \$ 20,000.00  |
|                    | \$ 394,164.00 |

Match amounts for current Grant Awards

20K/year for 3 years

|                   |               |
|-------------------|---------------|
| 5339 Expansion    | \$ 150,000.00 |
| 5339 Replacement  | \$ 24,000.00  |
| STP Discretionary | \$ 15,405.00  |
|                   | \$ 189,405.00 |

These match dollars are not due until after purchase and payment (6 - 24 Months after grant award)

\$ 244,905.00 Total Discretionary Match amounts (if fully funded)