



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

Room 114, Linn County Courthouse
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TO: Board of Commissioners
FROM: Steve Wills, Planning & Building Department Director
DATE: April 11, 2023
RE: Planning and Building Department Update: April 2023

The attached tables include the Department's current FY2022-23 Revenue Summary and Permit Activity Reports through March 31, 2023. Also attached with this memorandum is the list of March 2023 land use applications received, a code enforcement summary, and current wildfire permitting reports. The April 2023 Department update is summarized below.

PLANNING

- Land use permits issued in March 2023 totaled 62.
- There is one (1) Planning Commission Meeting scheduled in April 2023, this meeting will be held April 11, 2023 at 7:00 pm at the Old Armory Building. This meeting is a continuation from the March 14, 2023 meeting, due to Planning Commission not being able to meet a quorum.

PLN-2023-00004; an application by Brent and Yen Valentine RVC Trust for a conditional use permit to site a dwelling classified as a "pre-1985 high-value farmland dwelling" on a unit of land totaling 3.08 acres in the Farm/Forest (F/F) zone. Also, an application for a variance to the side-yard structural setback standard of 50 feet to construct the dwelling 10 feet from the west (side) property line. The property is identified as T13S, R01W, Section 6, Tax Lot 500, and is located on the south side of Harrington Drive, approximately 0.82 miles south of the city of Sodaville. The applicable criteria for the proposed dwelling are contained in Linn County Code (LCC) 933.310(B), LCC 933.705(B), LCC 933.708(B), and LCC 938.300(B).

- There are no land use hearings scheduled before the Board in April 2023.

BUILDING

- Total County building permits issued in March 2023, including non-structural permits, totaled 261. The number of building permits issued for dwellings in March totaled 9: 8 single family dwellings and 1 manufactured dwelling. 19 permits were issued for dwelling additions/alterations and 7 permits for accessory buildings were issued. Total number of Commercial permits issued totaled 11. Out of the 272 combined residential and commercial permits, 49 required plan review.
- Total contract city permits issued in March 2023, including non-structural permits, totaled 7; out of those 7 permits, 11 required plan review. There were 2 contract city permits issued in March for new single-family dwellings, 0 for manufactured dwellings and 4 permits were issued for dwelling additions/alterations and 1 permit for accessory buildings were issued. Total number of Commercial permits issued totaled 5. Out of the 12 combined residential and commercial permits, 11 required plan review.

- The Department has so far waived approximately \$113,381 in fees for permits related to the Wildfire Recovery. No new wildfire dwelling or electrical permits were issued in February.

Total Permit Fee Waivers:

- Single-family Dwellings: 22
- Manufactured Homes: 16
- Multi-Family Dwelling: 2
- Electrical Services: 47
- Temporary RV Permits: 19

- DCBS fire hardening
 - To date we have 41 applications submitted
 - 30 applications have been approved and we have paid out a total of \$114,650.
 - 9 have not yet begun rebuilding.
 - 2 are pending inspection
- ODOE grant program
 - Incentives requested total \$126,500.
 - Incentives approved and paid out total \$56,500.
 - Incentives in reserve totaling \$70,000.

CODE ENFORCEMENT

- Total new cases for March 2023 was 27.
- Total cases closed in March 2023 was 15.
- Total open cases to date are 189.



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Estimate of Annual Revenues from Fees

Fiscal Year 2022-2023

Planning and Building Department

March 2023

<u>REVENUE SOURCE</u>	(1) YTD REVENUE
Refunds/Restitution	\$92,000.00
Building Permits -- County, Permits & Sales	\$661,622.64
C.E.T Administrative Fees	\$3,373.47
Building Permits -- Contract Cities	\$201,665.34
Electrical Permits	\$217,951.65
Planning Fees	\$154,721.50
TOTAL	\$1,331,334.60

<u>REVENUE SOURCE</u>	(2) ESTIMATED REVENUE Sept '22 - June '23	(3) TOTAL REVENUE ESTIMATED Column (1) + Column (2)
Building Permits -- County	\$416,000.00	\$1,077,622.64
C.E.T Administrative Fees	\$2,500.00	\$5,873.47
Building Permits -- Contract Cities	\$317,000.00	\$518,665.34
Electrical Permits	\$217,000.00	\$434,951.65
Planning Fees	\$212,500.00	\$430,451.65
TOTAL	\$1,165,000.00	\$2,467,564.75

<u>REVENUE SOURCE</u>	(4) 2021/2022 Budget	(5) Projected Surplus or (Deficit) Column (3) - Column (4)
Building Permits -- County, Permits & Sales	\$499,400.00	\$578,222.64
C.E.T Administrative Fees	\$3,000.00	\$2,873.47
Building Permits -- Contract Cities	\$380,000.00	\$138,665.34
Electrical Permits	\$260,000.00	\$174,951.65
Planning Fees	\$255,000.00	\$175,451.65
TOTAL	\$1,397,400.00	\$1,070,164.75

PLANNING AND BUILDING DEPARTMENT PERMIT ACTIVITY TABLES
March 2023

TABLE 1
PERMITS ISSUED FY 2022/2023

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	49	76	20	113	258
AUG	71	113	51	168	403
SEPT	50	110	35	171	366
OCT	39	109	50	104	302
NOV	35	97	30	141	303
DEC	29	125	34	154	342
JAN	44	102	27	185	358
FEB	27	104	25	135	291
MAR	37	90	27	133	287
APR					
MAY					
JUN					
TOTAL	381	926	299	1,304	2,910

TABLE 2
PERMITS ISSUED FY 2021/2022

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	76	91	141	172	480
AUG	84	120	28	180	412
SEPT	90	86	55	177	408
OCT	68	117	43	158	386
NOV	40	81	32	152	305
DEC	54	80	74	117	325
JAN	74	84	18	126	302
FEB	71	69	43	163	346
MAR	89	99	47	161	396
APR	77	88	16	164	345
MAY	72	90	28	143	333
JUN	72	86	6	166	330
TOTAL	867	1,091	531	1,879	4,368

TABLE 3
PERMITS ISSUED FY 2020/2021

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	77	138	101	167	483
AUG	100	180	114	153	547
SEPT	68	148	81	158	455
OCT	77	147	40	198	462
NOV	78	98	34	152	362
DEC	77	111	63	146	397
JAN	67	86	46	155	354
FEB	66	73	31	184	354
MAR	80	111	120	180	491
APR	72	97	49	162	380
MAY	89	110	15	190	404
JUN	78	119	52	177	426
TOTAL	929	1,418	746	2,022	5,115

TABLE 4
SINGLE-FAMILY DWELLING PERMITS ISSUED
COUNTY

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR
JULY	10	6	12	10	3	3
AUG	7	11	4	10	9	16
SEPT	11 28	9 26	5 21	5 25	12 24	3 22
OCT	8	8	9	5	13	7
NOV	9	2	2	3	5	5
DEC	7 24	5 15	5 16	9 17	3 21	5 17
JAN	9	5	4	3	2	4
FEB	1	3	6	6	6	4
MAR	6 16	4 12	14 24	8 17	6 14	8 16
APR	6	4	10	8	8	
MAY	5	6	4	6	13	
JUN	7 18	11 21	8 22	5 19	4 25	0
TOTAL	86	74	83	78	84	55

TABLE 5
MANUFACTURED DWELLING PERMITS ISSUED
COUNTY

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR
JULY	4	5	11	5	6	3
AUG	2	2	6	8	5	4
SEPT	3 9	7 14	6 23	6 19	4 15	4 11
OCT	6	8	4	8	3	1
NOV	2	3	7	14	2	2
DEC	2 10	3 14	7 18	10 32	4 9	1 4
JAN	5	6	4	2	2	1
FEB	4	5	1	4	2	3
MAR	5 14	6 17	3 8	4 10	6 10	1 5
APR	3	7	3	5	3	
MAY	5	2	4	2	1	
JUN	6 14	4 13	6 13	2 9	5 9	0
TOTAL	47	58	62	70	43	20

TABLE 6
NON-ELECTRICAL PERMITS ISSUED
COUNTY

	2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	213		174		195		138		91		76	76
AUG	167		172		176		180		120		113	189
SEPT	187	567	160	506	158	529	148	466	86	297	171	360
OCT	191		175		166		147		117		109	393
NOV	167		138		138		98		81		97	377
DEC	126	484	150	463	164	468	111	356	80	278	125	331
JAN	145		116		120		86		84		102	324
FEB	154		105		108		73		69		104	331
MAR	140	439	176	397	173	401	111	270	99	252	94	300
APR	140		127		144		97		88			198
MAY	158		151		140		110		90			94
JUN	156	454	163	441	134	418	119	326	86	264		0
TOTAL	1,944		1,807		1,816		1,418		1,091		991	

TABLE 7
CONTRACT CITY DWELLING UNIT PERMITS ISSUED
BY FISCAL YEAR

	FY 2022/2023			FY 2021/2022			FY 2020/2021			FY 2019/2020		
	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD
BROWNSVILLE	1	1		52	1		14	1	2	7	1	
HALSEY							1					
HARRISBURG				5		1	5			3	2	2
LYONS				3	1		1	1		2		
MILL CITY	9			5		1	11	19	2	9	3	
MILLERSBURG	8			40			48			108		
SCIO										1		
TANGENT	1									1		
TOTAL	19	1	0	105	2	2	80	21	4	131	6	2

TABLE 8
PLANNING SECTION PERMIT ACTIVITY
FY 2022/2023

CURRENT MONTH: March 2023

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Evaluation & Processing	26	2,600.00	230	23,000.00
Variance	6	3,900.00	49	29,575.00
Comprehensive Plan Amendment	0	0.00	1	3,500.00
Land Use Compatibility Statement	0	0.00	29	2,175.00
Conditional Use	4	3,950.00	25	18,600.00
Home Occupation CU's	1	900.00	7	3,050.00
Medical Hardship CU's	3	1,500.00	13	6,500.00
PD Partition	0	0.00	0	0.00
PM Partition	0	0.00	7	2,450.00
Property Line Adjustment	1	350.00	19	8,150.00
Easement	0	0.00	10	7,350.00
Appeal	1	250.00	1	250.00
Temp RV/Mfg. Home Placement	1	150.00	4	1,400.00
Zone Amendment	0	0.00	0	0.00
Mortgage Lot	0	0.00	0	0.00
Non-conforming Use Alteration	0	0.00	0	0.00
Step 1 - Soil Review	0	0.00	4	1,400.00
Agricultural Bldg Review	8	1,200.00	76	11,100.00
Dwelling/Property Status/SPR	8	3,350.00	45	19,150.00
Measure 49	0	0.00	4	1,700.00
Extensions	1	100.00	10	1,000.00
Misc. Applications	2	750.00	12	7,700.00
MONTHLY TOTAL	62	19,000.00	546	148,050.00
Xerox/Microfilm		20.00		421.75
Tapes		0.00		0.00
Maps		0.00		0.00
Comp. Plan/Code/Transportation Books		0.00		0.00
Reports		0.00		0.00
Postage		0.00		0.00
Extensions		600.00		3,025.00
MONTHLY TOTAL		620.00		3,446.75

TABLE 9
BUILDING SECTION PERMIT ACTIVITY
FY 2022/2023

CURRENT MONTH: March 2023

DESCRIPTION	MONTHLY TOTALS		YEAR TODATE TOTALS	
	NUMBER	FEES	NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	8	14,679.25	55	101,814.37
Manufactured Homes	1	410.00	20	9,982.00
Prefab. Buildings	0	0.00	0	0.00
Additions/Alterations	19	21,193.50	200	80,348.60
Accessory Buildings	7	5,093.00	47	35,370.97
SUBTOTALS	35	41,375.75	322	227,515.94
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	11	34,082.25	47	63,787.35
Public	0	0.00	0	0.00
Additions/Alterations	0	0.00	0	0.00
Transaction Fee	0	0.00	0	0.00
Misc. Permits	0	0.00	2	346.00
SUBTOTALS	11	34,082.25	49	64,133.35
Plumbing	24	7,634.50	189	61,424.75
Mechanical	51	8,097.25	545	65,002.95
SUBTOTALS	75	15,731.75	734	126,427.70
Electrical Permits	133	15,232.00	1373	214,523.25
Master Electrical Permits	1	475.00	3	902.50
SUBTOTALS	134	15,707.00	1,376	215,425.75
Demolition/Decommission	0	0.00	5	650.00
Flood Dev. Evaluation	5	600.00	48	6,120.00
Misc. Permits	6	19,569.05	34	38,115.36
SUBTOTALS	11	20,169.05	87	44,885.36
PLAN REVIEWS	49	53,270.02	374	176,160.45
SUBTOTALS	49	53,270.02	374	176,160.45
RAND TOTAL MONT	315	180,335.82	2,942	854,548.55

TABLE 10
CONTRACT CITY PERMIT ACTIVITY
FY 2022/2023

Current Month: March 2023

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	2	2,634.00	19	23,611.01
Manufactured Homes	0	0.00	1	325.50
Prefab. Buildings	0	0.00	0	0.00
Manufactured Home Parks (NEW)	0	0.00	0	0.00
Multi-Family Dwellings	0	0.00	0	0.00
Additions/Alterations	4	792.38	50	10,956.61
Accessory Buildings	1	300.38	8	2,400.82
SUBTOTALS	7	3,726.76	78	37,293.94
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	5	3,480.38	46	40,252.40
Prefab. Buildings	0	0.00	0	0.00
Public	0	0.00	1	1,505.81
Additions/Alterations	0	0.00	2	746.44
SUBTOTALS	5	3,480.38	49	42,504.65
MISC. APPLICATIONS				
Recreational (RV Parks etc.)	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
Miscellaneous Permits	0	0.00	7	4,978.82
SUBTOTALS	0	0.00	7	4,978.82
Plumbing	11	2,638.69	73	16,880.40
Mechanical	12	1,451.81	46	12,423.97
SUBTOTALS	23	4,090.50	119	29,304.37
Plan Review	11	6,541.22	137	65,333.20
GRAND TOTAL MONTH	35	17,838.86	253	179,414.98

TABLE 11
COUNTY PERMIT, PLAN CHECK, & MISC REVENUE
BY FISCAL YEAR

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
JULY	277,607.06	100,351.77	113,616.87	77,484.14	82,404.31	37,173.04
AUG	60,044.74	94,947.94	217,461.46	95,732.23	88,155.76	85,872.59
SEPT	82,507.11	92,827.37	96,258.43	82,690.70	76,855.24	41,121.35
OCT	50,969.00	107,407.42	101,242.25	79,672.58	89,772.08	56,229.51
NOV	49,975.17	137,029.07	85,188.21	91,665.20	44,033.65	42,022.76
DEC	51,670.88	53,122.43	63,127.55	112,792.14	27,931.62	40,539.64
JAN	91,501.91	51,553.10	67,796.29	76,309.72	23,973.95	41,300.55
FEB	29,949.06	45,337.65	96,198.93	47,947.91	48,470.08	49,872.30
MAR	67,294.37	97,167.50	117,543.65	69,127.59	69,694.82	164,143.26
APR	101,894.94	54,328.25	113,700.67	103,850.68	51,810.69	
MAY	56,214.06	80,519.05	90,138.22	61,270.86	71,863.53	
JUN	64,222.51	111,285.80	85,017.44	70,631.10	81,621.33	
TOTAL	983,850.81	1,025,877.35	1,247,289.97	969,174.85	756,587.06	558,275.00

TABLE 12
CONTRACT CITY PERMIT REVENUE
BY FISCAL YEAR

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
JULY	22,271.88	57,425.00	29,344.35	13,059.10	170,862.28	14,481.91
AUG	62,738.52	24,431.30	19,427.50	33,448.35	31,075.46	31,190.65
SEPT	8,881.54	44,166.25	15,595.37	55,466.88	57,223.05	25,481.66
OCT	60,958.22	32,066.76	41,208.37	31,518.40	15,331.99	23,719.08
NOV	25,219.33	137,095.15	70,234.77	9,395.01	28,909.11	44,358.49
DEC	17,739.57	10,453.12	15,984.40	25,222.81	37,232.20	25,887.93
JAN	61,250.12	13,715.27	22,529.94	22,246.17	7,774.24	14,452.92
FEB	1,945.51	0.00	47,698.94	21,535.68	65,052.25	12,187.50
MAR	16,803.77	12,056.67	55,798.39	63,166.07	10,334.59	4,122.82
APR	73,926.66	43,351.04	42,504.60	15,948.31	4,034.30	
MAY	0.00	46,751.87	42,346.01	28,446.88	10,696.30	
JUN	11,271.79	50,916.40	32,291.64	64,939.34	16,133.37	
TOTAL	363,006.91	360,547.10	363,006.91	470,213.47	454,659.14	195,882.96

TABLE 13
ELECTRICAL PERMIT REVENUE
BY FISCAL YEAR

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
JULY	30,171.00	23,402.00	22,715.00	12,081.00	19,671.25	15,285.25
AUG	20,715.00	23,683.00	19,484.00	19,901.00	25,964.60	26,724.50
SEPT	22,103.00	22,397.00	17,429.00	22,700.00	25,437.00	28,274.00
OCT	26,937.00	23,642.00	24,222.50	27,020.00	21,763.00	27,158.50
NOV	21,631.00	21,884.00	24,998.00	28,993.70	24,648.71	27,146.00
DEC	23,343.00	18,379.00	18,521.00	30,285.10	17,055.50	23,058.75
JAN	24,335.00	20,631.75	19,702.00	22,736.40	15,145.00	23,920.00
FEB	19,437.00	19,618.00	15,424.63	27,818.25	23,627.25	23,254.00
MAR	16,880.00	20,288.00	20,688.50	30,391.25	23,675.50	20,490.00
APR	23,171.00	18,515.00	30,663.00	25,127.50	26,044.50	
MAY	21,664.00	20,815.00	23,846.50	23,393.93	20,205.25	
JUN	21,280.00	20,890.00	22,829.38	29,276.05	25,005.50	
TOTAL	271,667.00	263,047.00	260,523.51	299,724.18	268,243.06	215,311.00

TABLE 14
PLANNING & BUILDING DEPARTMENT
FY 2022/2023 REVENUE AND EXPENDITURES
March 2023

LINE ITEM DESCRIPTION	ADMIN..	PLANNING	BUILDING	ELECTRICAL	BUDGET TOTAL
REVENUE					
REFUNDS/RESTITUTION	92,000.00				92,000.00
PLANNING FEES		154,071.50			154,071.50
ELECTRIC PERMITS				216,254.65	216,254.65
BLDG, MECH, PLUMB PERMITS			412,509.38		412,509.38
MISC. PERMITS & PLAN REVIEW			244,312.76		244,312.76
REIMBURSEMENTS			1,788.08		1,788.08
MISC. (REIMBURSEMENTS)	0.00				0.00
SALES	4,633.50				4,633.50
CET FEES	3,373.47				3,373.47
CONTRACT CITIES			201,665.34		201,665.34
DEPOSIT SUSPENSE	0.00				0.00
CODE ENFORCEMENT CLEAN UP	233.72				233.72
FEE OVERAGES/SHORTAGES	75.47				652.07
SALE OF COUNTY EQUIPMENT	0.00				0.00
TOTAL REVENUE	\$7,848.72	\$154,071.50	\$860,275.56	\$216,254.65	\$1,331,027.03
EXPENDITURES PERSONAL SVS					
ELECTRICAL INSPECTOR I			68,554.00		68,554.00
ELECTRICAL INSPECTOR II				32,681.25	32,681.25
BLDG. INSPECTOR II			58,250.00		58,250.00
PLUMBING INSPECTOR I			67,796.00		67,796.00
PLANS EXAMINER II			6,872.00		6,872.00
BLDG INSP-CODE ENF		2,075.86	18,682.73		20,758.59
CODE ENFORCEMENT TECH			41,129.71		41,129.71
ADMIN ASST/OFFICE MANAGER 1	2,955.20		2,216.40	2,216.40	7,388.00
OFFICE SPECIALIST 1	42,928.77				42,928.77
OFFICE SPECIALIST 2	0.00	0.00	0.00	0.00	0.00
OFFICE SPECIALIST 3	2,123.40	3,185.10	15,925.50		21,234.00
PERMIT CLERK			31,972.44		31,972.44
ASSISTANT PLANNER		58,687.58	14,671.90		73,359.48
ASSOCIATE PLANNER		0.00			0.00
SENIOR PLANNER		0.00	0.00		0.00
PLANNING MANAGER					74,160.00
BLDG. OFFICIAL	10,400.85		45,070.35	13,867.80	69,339.00
DIRECTOR	33,354.00	20,012.40	10,006.20	3,335.40	66,708.00
TEMPORARY HELP				20,060.00	20,060.00
OVERTIME				0.00	0.00
WAGES	\$91,762.22	\$83,960.94	\$312,593.23	\$72,160.85	\$703,191.24
LONGEVITY PAY	86.52	1,050.60	98.88		1,236.00
LEAD WORKER	140.60				140.60
CERTIFICATION PAY			0.00		0.00
FRINGE BENEFITS	11,676.97	46,707.88	88,744.96	86,409.57	233,539.38
PAYROLL COSTS	12,764.55	51,058.21	97,010.61	94,457.70	255,291.07
SALARY BENEFITS & ADJ.	0.00	0.00	0.00	0.00	0.00
TOTAL PERSON. SERVICES	\$116,430.86	\$182,777.63	\$498,447.68	\$253,028.12	\$1,193,398.29
MATERIALS & SERVICES					
SUPPLIES	555.35	555.35	2,221.41	2,221.41	5,553.52
PRINT & REPRODUCTION	66.04	198.13	528.34	528.34	1,320.85
POSTAGE	257.29	4,116.67	257.29	514.58	5,145.84
SUBSCRIPT. & MEMBERSHIP		514.31	1,090.33	452.59	2,057.23
ACCELA SOFTWARE					56,260.58
NOTICE & PUBLICATION		1,401.79	1,518.61		2,920.40
MARKETING					0.00
MARKETING/PRODUCTION&MATERIALS				(658.75)	0.00
COPIER MAIN & USAGE	1,188.27	1,188.27	1,188.27	1,188.27	4,753.08
AVOCETTE SOFTWARE					42,693.75
P.C.'S, ACCESS., SOFTWARE	10.00	10.00	10.00	10.00	39.98
SCHOOLS & SEMINARS	3,252.40				3,252.40
MEETINGS/TRAVEL	298.53				298.53
TELEPHONE	227.94	1,823.48	1,139.68	1,367.61	4,558.71
VISA BANK CHARGES		3,131.00	12,524.00		15,655.00
REPAIRS & MAINTENANCE	8.73	187.70	109.13	130.95	436.50
COMPUTER SUPPLIES & EQUIP	782.08	782.08	782.08	782.08	3,128.30
CODE ENFORCEMENT/CLEAN UP					4,687.96
CELL PHONE ALLOCATION					320.00
REFUNDS		4,818.32	7,354.28	507.19	12,679.80
TAXABLE MEALS REIMBURSEMENT					19.50
OTHER CONTRACTED SERVICES			0.00		0.00
TOTAL MAT. & SERVICES	\$6,646.62	\$18,727.09	\$28,723.41	\$7,044.27	\$165,781.93
CAPITAL OUTLAY					
MOTOR VEHICLE			0.00		0.00
SPECIAL EQUIP. (SIERRA)					0.00
TOTAL CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$123,077.48	\$201,504.73	\$527,171.08	\$260,072.38	\$1,359,180.22
LESS REVENUE	\$7,848.72	\$154,071.50	\$860,275.56	\$216,254.65	\$1,331,027.03
GEN. FUND EXPENDITURES	\$115,228.76	\$47,433.23	(\$333,104.48)	\$43,817.73	\$28,153.19



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

Room 114, Linn County Courthouse
PO 100 Box, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060
www.co.linn.or.us

AGENDA

April 11, 2023; 7:00 pm

Linn County Planning Commission
Old Armory Building, George Miller Room B
(Corner of 4th Avenue and Lyon Street, Albany, Oregon)

Call to Order

Approval of Minutes of January 10, 2023 and March 14, 2023

Cases Scheduled for Hearing:

PLN-2023-00004; Continued from March 14, 2023; an application by Brent and Yen Valentine RVC Trust for a conditional use permit to site a dwelling classified as a "pre-1985 high-value farmland dwelling" on a unit of land totaling 3.08 acres in the Farm/Forest (F/F) zone. Also, an application for a variance to the side-yard structural setback standard of 50 feet to construct the dwelling 10 feet from the west (side) property line. The property is identified as T13S, R01W, Section 6, Tax Lot 500, and is located on the south side of Harrington Drive, approximately 0.82 miles south of the city of Sodaville. The applicable criteria for the proposed dwelling are contained in Linn County Code (LCC) 933.310(B), LCC 933.705(B), LCC 933.708(B), and LCC 938.300(B).

Other Business

General Discussion

Adjournment

**Linn County Planning & Building
Land Use Applications Tracking Sheet
March 2023**

DATE	FILE # & NAME	PLANNER	STATUS
3/2/2023	PLN-2023-00119; Neuschwander, Scott & Vanessa (Step One)	Ashley	Pending
3/6/2023	PLN-2023-00121; Kromhout, Erwin (V)	Kate	Notice
3/8/2023	PLN-2023-00125; Smith, Nic & Jamie TRUST (RD)	Alyssa	Approved
3/8/2023	PLN-2023-00126; Silbernagel, Michael (RD)	Alyssa	Approved
3/8/2023	PLN-2023-00127; Zehner, Lisa & Corey (HO)	Kate	Incomplete
3/8/2023	PLN-2023-00129; HARLOW, Terry (CU)	Ashley	Notice
3/9/2023	PLN-2023-00130; RUCK, Warren (MH)	Alyssa	Incomplete
3/9/2023	PLN-2023-00131; Schimelfining, Levi (MH)	Kate	Notice
3/9/2023	PLN-2023-00132; HOGAN, Krista (CU)	Alyssa	Notice
3/10/2023	PLN-2023-00134; SUDYKA, Leonard & Jamie (CU)	Ashley	Pending
3/13/2023	PLN-20232-00143; HALE, Brittany (Soils)	Kate	Complete
3/13/2023	PLN-2023-00144; AYRES, Terri & Robert (RD)	Alyssa	Approved
3/13/2023	PLN-2023-00146; CAUFMAN, James (V)	Ashley	Notice
3/14/2023	PLN-2023-00147; GAZELEY, Jared (RD)	Kate	Pending
3/15/2023	PLN-2023-00150; MITCHELL, James (V)	Alyssa	Notice
3/16/2023	PLN-2023-00156; PARDES, Josh (SPR)	Alyssa	Approved
3/20/2023	PLN-2023-00159; GREENBERRY INDUSTRIAL LLC (V)	Alyssa	Notice
3/22/2023	PLN-2023-00167; KNIFE RIVER (SPR)	Alyssa	Approved
3/22/2023	PLN-2023-00169; JACKSON, Joshua & Brooke (CU)	Kate	Pending
3/24/2023	PLN-2023-00171; HEGGE, Aaron & Mallory (MH)	Kate	Pending
3/24/2023	PLN-2023-00172; KING, Cody & Sarah (PLA)	Kate	Pending
3/24/2023	PLN-2023-00173; KARO, David (CU)	Alyssa	Notice
3/27/2023	PLN-2023-00175; CRAVEN, Adam (RD)	Alyssa	Approved
3/27/2023	PLN-2023-00180; GARDEN FIRST LLC (CU)	Alyssa	Notice
3/27/2023	PLN-2023-00181; LYLE, Jason (AR)	Kate	Pending

**Linn County Planning & Building
Land Use Applications Tracking Sheet
March 2023**

[illegible]

LINN COUNTY

Activity Report by Dept, Fund

24 PLANNING & BUILDING
10 GENERAL FUND

as of 03/31/2023 (75.0% Months within Fiscal Year)

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
3056 2410	REFUNDS/RESTITUTION	0.00	0.00	0.00	0.00	92,000.00	-92,000.00	0.0
3070 2410	PLANNING FEES	19,600.00	255,000.00	0.00	255,000.00	154,071.50	100,928.50	60.4
3071 2410	CODE ENFORCEMENT CLEANUP	0.00	20,000.00	0.00	20,000.00	-233.72	20,233.72	-1.1
3137 2410	ELECTRICAL PERMIT	21,011.50	260,000.00	0.00	260,000.00	216,254.65	43,745.35	83.1
3138 2410	BUILDING PERMIT	72,836.75	310,000.00	0.00	310,000.00	282,020.69	27,979.31	91.0
3140 2410	MISCELLANEOUS PERMITS	20,389.05	20,000.00	0.00	20,000.00	46,023.15	-26,023.15	230.1
3150 2410	REIMBURSEMENTS	0.00	1,000.00	0.00	1,000.00	1,788.08	-788.08	178.8
3170 2410	SALES	710.00	5,000.00	0.00	5,000.00	4,633.50	366.50	92.6
3178 2410	C.E.T. FEE	0.00	3,000.00	0.00	3,000.00	3,373.47	-373.47	112.4
3179 2410	CONTRACT CITIES	4,122.82	380,000.00	0.00	380,000.00	201,665.34	178,334.66	53.0
3182 2410	PLAN REVIEW	53,512.71	260,000.00	0.00	260,000.00	198,289.61	61,710.39	76.2
3183 2410	MECHANICAL PERMITS	6,658.00	84,000.00	0.00	84,000.00	64,151.42	19,848.58	76.3
3186 2410	PLUMBING PERMITS	10,746.75	80,400.00	0.00	80,400.00	66,337.27	14,062.73	82.5
3265 2410	OVERAGES/SHORTAGES	-576.60	0.00	0.00	0.00	75.47	-75.47	0.0
TOTAL REVENUE		209,010.98	1,678,400.00	0.00	1,678,400.00	1,330,450.43	347,949.57	79.2
5002 2410	OFFICE SPECIALIST I	5,906.00	68,984.00	0.00	68,984.00	42,928.77	26,055.23	62.2
5007 2410	OFFICE SPECIALIST 3	0.00	0.00	0.00	0.00	21,234.00	-21,234.00	0.0
5044 2410	ADMIN ASST/OFFICE MANAGER I	3,694.00	52,992.00	0.00	52,992.00	7,388.00	45,604.00	13.9
5306 2410	PLANS EXAMINER II	0.00	82,464.00	0.00	82,464.00	6,872.00	75,592.00	8.3
5311 2410	ELECTRICAL INSPECTOR I	7,952.00	88,349.00	0.00	88,349.00	68,554.00	19,795.00	77.5
5312 2410	ELECTRICAL INSPECTOR II	3,360.00	45,804.00	0.00	45,804.00	32,681.25	13,122.75	71.3
5317 2410	PLUMBING INSPECTOR I	7,573.00	86,544.00	0.00	86,544.00	67,796.00	18,748.00	78.3
5321 2410	CODE ENFORCEMENT TECH	4,258.81	53,443.00	0.00	53,443.00	41,129.71	12,313.29	77.0
5323 2410	BLDG INSP-CODE ENFORCEMENT	0.00	78,456.00	0.00	78,456.00	20,758.59	57,697.41	26.4
5326 2410	BUILDING INSPECTOR II	6,539.00	74,446.00	0.00	74,446.00	58,250.00	16,196.00	78.2
5330 2410	PERMIT CLERK	3,415.00	47,496.00	0.00	47,496.00	31,972.44	15,523.56	67.3
5340 2410	ASSISTANT PLANNER	14,244.94	54,466.00	0.00	54,466.00	73,359.48	-18,893.48	134.6
5350 2410	SENIOR PLANNER	0.00	70,141.00	0.00	70,141.00	0.00	70,141.00	0.0
5355 2410	PLANNING MANAGER	8,240.00	94,176.00	0.00	94,176.00	74,160.00	20,016.00	78.7
5360 2410	BUILDING OFFICIAL	8,240.00	90,546.00	0.00	90,546.00	69,339.00	21,207.00	76.5
5370 2410	DIRECTOR PLANNING & BUILDING	8,634.00	102,276.00	0.00	102,276.00	66,708.00	35,568.00	65.2
5550 2410	TEMPORARY HELP	2,560.00	50,000.00	0.00	50,000.00	20,060.00	29,940.00	40.1
5920 2410	OVERTIME	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.0
5960 2410	LONGEVITY PAY	206.00	1,897.00	0.00	1,897.00	1,236.00	661.00	65.1
5977 2410	LEAD WORKER	0.00	0.00	0.00	0.00	140.60	-140.60	0.0

LINN COUNTY

Activity Report by Dept, Fund

as of 03/31/2023 (75.0% Months within Fiscal Year)

**24 PLANNING & BUILDING
10 GENERAL FUND**

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
5980 2410	FRINGE BENEFITS	27,537.94	401,052.00	0.00	401,052.00	233,539.38	167,512.62	58.2
5985 2410	PAYROLL COSTS	30,315.86	445,420.00	0.00	445,420.00	255,291.07	190,128.93	57.3
5990 2410	SALARY & BENEFITS ADJUSTMENTS	0.00	114,576.00	0.00	114,576.00	0.00	114,576.00	0.0
	TOTAL PERSONAL SERVICES	142,676.55	2,105,028.00	0.00	2,105,028.00	1,193,398.29	911,629.71	56.6
6110 2410	SUPPLIES	1,265.85	8,000.00	0.00	8,000.00	5,553.52	2,446.48	69.4
6120 2410	PRINTING & REPRODUCTION	468.50	3,200.00	0.00	3,200.00	1,329.85	1,879.15	41.2
6125 2410	COPIER MAINT & USAGE	753.19	8,000.00	0.00	8,000.00	4,753.08	3,246.92	59.4
6150 2410	POSTAGE	535.66	9,000.00	0.00	9,000.00	5,145.84	3,854.16	57.1
6170 2410	SUBSCRIPTIONS & MEMBERSHIPS	59.00	3,300.00	0.00	3,300.00	2,057.23	1,242.77	62.3
6173 2410	ACCELA SOFTWARE	0.00	60,000.00	0.00	60,000.00	56,260.58	3,739.42	93.7
6174 2410	AVOCETTE SOFTWARE	0.00	65,000.00	0.00	65,000.00	42,693.75	22,306.25	65.6
6180 2410	NOTICES & PUBLICATIONS	313.28	4,500.00	0.00	4,500.00	2,920.40	1,579.60	64.8
6195 2410	P.C.'S, ACCESS., SOFTWARE	19.99	0.00	0.00	0.00	39.98	-39.98	0.0
6200 2410	MEETINGS / TRAVEL	0.00	1,000.00	0.00	1,000.00	298.53	701.47	29.8
6205 2410	SEMINARS / SCHOOLS / TRAINING	569.00	6,000.00	0.00	6,000.00	3,252.40	2,747.60	54.2
6250 2410	TELEPHONE	455.86	6,000.00	0.00	6,000.00	4,558.71	1,441.29	76.0
6280 2410	REPAIRS & MAINTENANCE	30.00	5,000.00	0.00	5,000.00	436.50	4,563.50	8.7
6301 2410	VISA BANK CHARGES	1,737.20	18,000.00	0.00	18,000.00	15,655.00	2,345.00	87.0
6333 2410	COMPUTER SUPPLIES & EQUIP.	7.99	10,000.00	0.00	10,000.00	3,128.30	6,871.70	31.2
6357 2410	CODE ENFORCEMENT/CLEAN UP	79.96	30,000.00	0.00	30,000.00	4,687.96	25,312.04	15.6
6405 2410	CELL PHONE ALLOCATION	40.00	0.00	0.00	0.00	320.00	-320.00	0.0
6695 2410	REFUNDS	691.20	14,000.00	0.00	14,000.00	12,679.80	1,320.20	90.5
6900 2410	TAXABLE MEALS REIMBURSEMENT	0.00	100.00	0.00	100.00	19.50	80.50	19.5
	TOTAL MATERIALS & SERVICES	7,026.68	251,100.00	0.00	251,100.00	165,781.93	85,318.07	66.0
7460 2410	MOTOR VEHICLE	0.00	31,000.00	0.00	31,000.00	0.00	31,000.00	0.0
	TOTAL CAPITAL OUTLAY	0.00	31,000.00	0.00	31,000.00	0.00	31,000.00	0.0
	REVENUE	209,010.98	1,678,400.00	0.00	1,678,400.00	1,330,450.43	347,949.57	79.2
	EXPENDITURE	149,703.23	2,387,128.00	0.00	2,387,128.00	1,359,180.22	1,027,947.78	56.9
	FUND BALANCE TOTAL					-28,729.79		

LINN COUNTY

Activity Report by Dept, Fund

as of 03/31/2023 (75.0% Months within Fiscal Year)

24 PLANNING & BUILDING
27 GENERAL GRANTS FUND

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
3220	2427030 GRANTS	0.00	100,000.00	0.00	100,000.00	0.00	100,000.00	0.0
3991	2427030 BEGINNING BALANCE	0.00	0.00	0.00	0.00	23,400.00	-23,400.00	0.0
	TOTAL REVENUE	0.00	100,000.00	0.00	100,000.00	23,400.00	76,600.00	23.4
6032	2427030 2020 WILDFIRE VICTIMS GRANT	0.00	100,000.00	0.00	100,000.00	10,050.00	89,950.00	10.0
	TOTAL MATERIALS & SERVICES	0.00	100,000.00	0.00	100,000.00	10,050.00	89,950.00	10.0
	REVENUE	0.00	100,000.00	0.00	100,000.00	23,400.00	76,600.00	23.4
	EXPENDITURE	0.00	100,000.00	0.00	100,000.00	10,050.00	89,950.00	10.0
	FUND BALANCE TOTAL					13,350.00		

CODE ENFORCEMENT

March 2023 Statistics

New Cases Received

Mar-23

Cases by Category	OCCUPIED RVS (RV)	7
	ILLEGAL BUSINESS (IB)	0
	JUNK (J)	2
	MARIJUANA GROW (MJ)	1
	DRAINAGE(D)	0
	NEIGHBOR DISPUTE (ND)	1
	CONSTRUCTION W/O PERMITS (UP)	10
	MULTIPLE DWELLINGS (MD)	4
	LIVESTOCK (LS)	0
	EASEMENT (E)	1
	MEDICAL HARDSHIP (MH)	0
	HOMELESS ENCAMPMENT (HE)	0
	DANGEROUS CONDITIONS (DC)	1
	CHICKEN FARM / FLOOD PLAIN (FP)	0
	(Some files have multiple categories)	

Total new March 2023 27

Cases Closed Total Closed March 2023 15

Highlighted Cases 03/07/2023

With the assistance of staff from Environmental Health, Code Enforcement investigated a complaint on River Drive in Lebanon of an encampment of RVs that involved the occupants pooling sewage on the ground and burying their trash. It was confirmed there were 4 occupied RVs, either discharging sewage onto the ground or were connected to the house's septic system. There were also places on the ground where trash had been buried and other places where the trash was already in holes dug in the ground but not yet covered up. Citations were issued for the discharge of the sewage, occupied RVs and the operation of a campground.

03/09/2023 Arranged a meeting with a property owner and tour of his property in Scio who has been holding public events without permits and occupying a commercial building that had not been converted into a permitted dwelling. He responded to each of the questions about his activities which will determine how the case will move forward toward compliance.

03/13/2023

A declaration of a Dangerous Building was made at a location on Porter Street in Lebanon after the Lebanon Fire District reported a fire had partially destroyed a garage on the property. A house there had been previously fire-damaged and was included in this process. The property is already fenced off and notices were posted advising the buildings were unsafe to enter. A second fire at this same location on March 26th has now damaged a shop building.

03/29/2023

With the assistance of the Sheriff's Department, Code Enforcement inspected a property on Calapooia Avenue within the city limits of Brownsville where the occupants of an RV were discharging sewage into a nearby drainage channel. The property owner had allowed the couple to stay in his RV and said he was not aware it was a violation to discharge sewage into the channel. He was issued a citation due to the seriousness of his actions.

Special Meetings

03/15/2023

A meeting was held with County Counsel, the Planning & Building Director, the Building Official and Code Enforcement to discuss the options available for moving forward on the abatement of the dangerous buildings on Porter Street in Lebanon. These meetings are essential for everyone to work with updated information and to apply the existing laws to actions needed to bring the property into compliance

Court Cases

03/21/2023

The defendants from an encampment on River Drive in Lebanon faced the judge, and were given a 1-month extension to remove their RVs from the property. They were required to immediately stop discharging sewage and to use a pumping service for the duration of their stay on that property. One defendant's case was dismissed since he had removed his RV, placed it on a car lot for sale and moved into transitional housing.

LINN COUNTY, OREGON
QUARTERLY FINANCIAL REPORT for Quarter Ended March 31, 2023

to: Commissioner Nyquist, Commissioner Sprenger, Commissioner Tucker, Commissioner Darrin Lane, and Michelle Hawkins

Prepared by: Bill Palmer

FOCUSED FUNDS	GL5011 rpt			GL5011 rpt			GL5011, % col		
	from py report			from py report			from py report		
	FUND BALANCES			FUND BALANCES			% Spent to date		
	Budget	Actual	Change	Actual	Actual	Change	3/31/2023	75% Complete	3/31/2022
00-GENERAL- UNRESTRICTED	4,609,240	5,790,207	1,180,967	8,815,350	5,143,895	3,671,455			
00-GENERAL-COMMITTED	3,924,241	3,931,134	6,893	2,315,019	3,423,700	(1,108,681)			
00-GENERAL- OVERALL	8,533,481	9,721,341	1,187,860	11,130,369	8,567,595	2,562,774	62.20%	58.70%	
01-GENERAL ROAD	15,620,300	18,402,496	2,782,196	21,112,341	17,125,586	3,986,755	36.00%	32.10%	
09-LAW ENFORCEMENT 4-Yr Levy	7,972,652	8,082,833	110,181	17,258,815	14,448,497	2,810,318	57.30%	59.30%	
01-HEALTH	18,206,055	18,664,536	458,481	25,132,940	16,472,512	8,660,428	47.50%	55.20%	
TOTAL FOCUS FUNDS	50,332,488	54,871,206	4,538,718	74,634,465	56,614,190	18,020,275			

OTHER FUNDS	GL5011 rpt			GL5011 rpt			GL5011, % col		
	from py report			from py report			from py report		
	FUND BALANCES			FUND BALANCES			% Spent to date		
	Budget	Actual	Change	Actual	Actual	Change	3/31/2023	75% Complete	3/31/2022
02-Fair	-	191,458	191,458	48,973	140,303	(91,330)	92.10%	95.20%	
04-Law Library	166,000	159,622	(6,378)	177,290	180,026	(2,736)	42.30%	32.80%	
07-General Grants	10,396,519	22,354,516	11,957,997	21,786,181	10,109,995	11,676,186	19.30%	34.40%	
08-Bike Trails	-	164,460	164,460	257,568	135,225	122,343	0.00%	0.00%	
01-Corner Preservation	416,530	431,456	14,926	338,747	433,408	(94,661)	31.70%	23.30%	
01-Historical Restoration	1,951	1,959	8	13,326	1,955	11,371	6.80%	0.00%	
02-County Forest	1,025,000	899,234	(125,766)	904,058	1,098,373	(194,315)	16.10%	12.30%	
03-County School Fund	-	-	-	105,886	78,855	27,031	12.50%	31.30%	
08-FedForest/restricted	-	66,870	66,870	66,870	111,485	(44,615)	0.00%	0.00%	
02-Internal Service Fund	1,021,958	1,006,841	(15,117)	1,431,230	856,118	575,112	8.50%	6.80%	
TOTAL OTHER FUNDS	13,027,958	25,276,416	12,248,458	25,130,129	13,145,743	11,984,386			
TOTAL ALL FUNDS	63,360,446	80,147,622	16,787,176	99,764,594	69,759,933	30,004,661	46.20%	47.30%	

FOCUSED FUNDS	GL5011 rpt			GL5011 rpt			GL5011, % col		
	from py report			from py report			from py report		
	Revenue and Expense			Revenue and Expense			% Spent to date		
	Actual dollars	Actual dollars	Change	Actual dollars	Actual dollars	Change	3/31/2023	75% Complete	3/31/2022
00-GENERAL	35,069,851	31,827,954	3,241,897	48,973	140,303	(91,330)	92.10%	95.20%	
01-GENERAL ROAD	33,660,823	30,016,791	(3,644,032)	177,290	180,026	(2,736)	42.30%	32.80%	
09-LAWENFORCEMENT 4YrLevy	18,016,327	15,053,921	2,962,406	21,786,181	10,109,995	11,676,186	19.30%	34.40%	
01-HEALTH	15,306,481	14,516,365	(790,116)	257,568	135,225	122,343	0.00%	0.00%	
	32,618,143	29,041,558	3,576,585	338,747	433,408	(94,661)	31.70%	23.30%	
	23,442,161	21,489,866	(1,952,295)	13,326	1,955	11,371	6.80%	0.00%	
	33,330,418	25,591,880	7,738,538	904,058	1,098,373	(194,315)	16.10%	12.30%	
	26,862,014	22,633,802	(4,228,212)	105,886	78,855	27,031	12.50%	31.30%	

a Approx. \$15M of begin balance carryover from Covid state and local fiscal recovery fund

b Current begin balance exceeds prior year by \$5M, current year includes a \$685K Opioid settlement, plus State & Local grant funding is up.

c GF committed number now includes \$1.3M of Local Assistance dollars received in Oct.